



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Carnegie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

Fraser Planning Commission Agenda

City Council Chambers

33000 Garfield, Fraser, MI 48026

Wednesday, November 1, 2023 @ 7:00 p.m.

1. Call Meeting to Order/Pledge of Allegiance
2. Roll Call
3. Approval of Agenda – November 1, 2023
4. Chairperson's Opening Remarks
5. Approval of Minutes – October 4, 2023
6. New Business
 - a. Public Notices:
 - b. Site Plan Review and Other
 - i. Interview Frank Farina for Position on Planning Commission
 - ii. Interview John Keil for Position on Planning Commission
7. Unfinished Business:
 - a. Revised Site Plan Review #23-03 at 32660 Utica Road; -Proposal to demolish existing car wash at site and construct a new strip mall. This item was Tabled at the September 6, 2023, Planning Commission Meeting.
 - b. Sign Ordinance Discussion
8. Public Communication on Non-Agenda Items
9. Monthly Report
 - a. October 2023
 - b. Action Item
 - i. Dairy Queen Roof
 - ii. Jon Blancos Parking
 - c. Zoning Board of Appeals Member Liaison Report
 - d. Commissioners' Comments and Items of Interest/Concern
 - e. Adjournment
POSTED: 10/25/2023



CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR

Michael Carnegie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

**CITY OF FRASER
PLANNING COMMISSION MEETING MINUTES
33000 GARFIELD, FRASER, MI 48026
October 4, 2023
DRAFT**

A regular meeting of the City of Fraser Planning Commission Meeting was held on Wednesday, October 4, 2023 at 7:00 P.M. The meeting was held in City Council Chambers, 33000 Garfield Road, Fraser, MI 48026.

1. CALL MEETING TO ORDER

Chairman Czarnecki called the meeting to order at 7:00 p.m.

Chairman Czarnecki led the Pledge of Allegiance.

2. ROLL CALL

PRESENT: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek

ABSENT: None

OTHERS: City Attorney Alyssa Ericson, City Planner Lauren Sayre, City Clerk Greenia

3. APPROVAL OF AGENDA – REGULAR MEETING October 4, 2023

Motion by Keil seconded by Warunek to approve the agenda as presented with

FRASER PLANNING COMMISSION MEETING MINUTES
October 4, 2023 7:00 P.M.

AYES: Barr, Czarnecki, Farina, Meyer, Keil, Perry, Warunek
NAYS: None Motion Carried

4. CHAIRPERSON'S OPENING REMARKS

Chairperson CZARNECKI read the formal statement relative to the powers of the Planning Commission and the facts and conditions for granting site plan approval.

5. APPROVAL OF MINUTES – REGULAR MINUTES September 6, 2023

Motion by Farina seconded by Warunek to approve the September 6, 2023 meeting minutes as presented.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek
NAYS: None Motion Carried

6. NEW BUSINESS

A. Public Hearings: None

B. Site Plan and Other Reviews: None

7. UNFINISHED BUSINESS

A. Review, Discussion and Possible Modification of Site Plan Approval for Fraser Hockeyland/Big Boy Restaurant; 34400 Utica Road, Fraser, MI 48026

Neither City Attorney Ericson nor City Planner Sayre had a report on this matter at this time.

Randi Hirmez, Novi, Michigan, attorney for applicant appeared before the Planning Commission at this time. He shared that they were at the September Planning Commission meeting to discuss this with the Commission. Since that time, they have run into a couple of issues mainly dealing with the shared parking agreements that were conditions of the site plan approval.

He indicated that after that meeting, they reached out to the City Administration, inclusive of the Attorney and Planner, and discussed how to best move forward.

They were given a list of all the shortcomings of the project as it was prior to the discussions. There were a couple of major issues. One was the required deceleration lane and the other was the shared parking agreements that were required. He felt there was a way in which the specific language of the site plan

FRASER PLANNING COMMISSION MEETING MINUTES
October 4, 2023 7:00 P.M.

could be amended in order to accommodate what they would need to obtain site plan approval but still keep the spirit of the City's wishes intact.

He then reviewed the history of this site and how they got to the place they are at this time as well as the concerns that the Planning Commission had in regard to these issues. Many of these were regarding the "Extreme Events" that may be held over the years. He stated that they were more than able to meet the needs for parking for "Extreme Events" with an agreement with and assurances by the Fraser Public Schools. They would not need to have agreements with any other business/entity for this purpose.

As to the deceleration lane, it was originally recommended but not required by the County of Macomb. With the reduced size of the buildings both Macomb County Department of Roads and our engineer Mike Vigneron have agreed that they do not need one. He understood that they would have to update the plans to show no deceleration lane.

Discussion was now had on the parking agreements that were required in the conditions of the site plan. He stated that the parking agreements would be used when the applicant would host an "Extreme Event". This event, prior to being held, would need to come before City Administration for items such as safety, security, an overflow parking plan, and how they intend to pay for the event. The mechanism is already in place to provide for overflow parking for "Extreme Events" and how that will be addressed during those times.

They would be asking to have Planning Commission remove the requirement for shared parking agreements that are in recordable form outside of certain cross-easement, cross access, and utility easement agreements. Those would all still be required. He would like to see the site plan approval conditions tweaked.

Jim Butler, 1849 Pond Run, Auburn Hills, MI was present to address questions regarding the required amount of parking at this site. He stated that the ZBA gave them a variance that would allow them to have 525 parking spaces; currently they have 534 parking spaces. He also reviewed the deceleration lane at this site as well as other items they would need to address on the site plan.

Chair Czarnecki expressed her frustration that the Planning Commission had no documents in front of them at this time to help make a determination on this site plan.

Commissioner Farina noted he did not care who was on the agreements, he just wanted to make sure that there was an agreement with someone to give them the required number of spaces for the "Extreme Events" requirement. Further discussion was had on this requirement. The City Attorney also discussed this with the Planning Commission.

FRASER PLANNING COMMISSION MEETING MINUTES
October 4, 2023 7:00 P.M.

Commissioner Meyer had questions regarding what an “Extreme Event” is. She had other questions regarding the site plan including what the Lion’s Club lot was going to be developed as.

A lengthy discussion was now had on the approved conditions to the Site Plan for 34400 Utica Road as it was adopted. The agreement, with the changes he was seeking on behalf of the applicant, was up on the projector at this time for all Planning Commission members to see. Mr. Hirmez reviewed the amendments he would like to see. He stated he understood from the City’s attorney, that this could be changed by the Commission at tonight’s meeting without plans in front of them. Ms. Ericson then reviewed that if the Planning Commission agreed to amend the site plan conditions the applicant would still need to meet all the requirements put on it by our Building Department, engineer, public safety, etc.

Commissioner Warunek indicated he felt the amendments made sense for this site. He trusted that our legal team was involved in this. The Planning Commission had to rely on them and their opinion regarding this. Commissioner Farina and Attorney Ericson reviewed the agreements that were referred to in the conditions.

Commissioner Keil stated he was not sure why this parking matter was becoming such a big issue. The applicant would have to contact the City in the case of any “Extreme Event” and the parking would be addressed prior to any approval that may be given.

Keil stated he would be willing to make a motion to remove Item #11 on the Conditions of Site Plan Approval as well amend Item #5 and Item #6 as requested; City Attorney Ericson stated she had a few other tweaks she would need to make to the conditions prior to final approval of the amendments.

Motion by Farina supported by Meyer to postpone action on Site Plan #21-08 until the Planning Commission gets written recommendations from the City Attorney and City Planner.

Discussion was had on what a recommendation would look like. Commissioner Farina indicated he was looking for a written account on what was discussed and decided and what they felt was the safest path forward for the City of Fraser in this case.

VOTE ON MOTION:

AYES: Barr, Czarnecki, Farina, Meyer

NAYS: Keil, Perry, Warunek

At this time Commissioner Barr indicated she was struggling with her vote and would like to withdraw her support to postpone this decision and vote no on that motion. Attorney Ericson agreed that Commissioner Barr could withdraw her support of the motion at this time.

FRASER PLANNING COMMISSION MEETING MINUTES
October 4, 2023 7:00 P.M.

UPDATED VOTE ON MOTION TO POSTPONE:

AYES: Czarnecki, Farina, Meyer

NAYS: Barr, Keil, Perry, Warunek

MOTION TO POSTPONE FAILED

Motion by Keil supported by Perry to modify the Site Plan Approval Conditions for Site Plan #21-08, Hockeyland and Big Boy, 34400 Utica Road, Fraser, Michigan to read as follows:

1. The applicant must provide a 60-day advance notice of significant events (which include Extreme Events) and a plan to handle parking, traffic and safe pedestrian circulation. A plan for Extreme Events must be submitted by the Applicant to the City's Development Review Team at least 60 days in advance of the proposed Extreme Event to be reviewed administratively by the City.
2. The applicant agrees to comply with the Plan for Extreme Events and all additional requirements imposed by the Development Review Team relating to the proposed parking management strategy for large-scale special events.
3. The applicant agrees to employ adequate City Public Safety personnel at the applicant's sole expense to handle traffic congestion and circulation problems and facilitate orderly parking at Extreme Events and other events where traffic congestion and the need for overflow parking is anticipated in accordance with the past practice reimbursement process.
4. The applicant must adhere to the North Parking Lot improvement plan as submitted.
5. Agreements for easement for cross access, shared parking, and utilities between the existing Hockeyland parcel (including the North Parking Lot) and the Fraser Hockeyland Property, LLC properties (including the out-lot parcel proposed as part of this development application and the northern vacant lot) are required. These agreements must be reviewed and approved by the city, executed, and recorded with the Macomb County Register of Deeds.
6. Applicants must give the City 60 days advance notice prior to the expiration or termination of any Shared Parking Agreements.
7. All agreements and site plans must be reviewed and approved by all applicable government departments and agencies, by the City Attorney, and the City Engineers.
8. The applicant achieves 100% fire protection and safety approval from the City of Fraser Fire Marshal.
9. Retail operations may only be conducted between 6 a.m. and 11 p.m.
10. The applicant agrees to completely resurface, restripe, and re-asphalt the entire Hockeyland parking lot (i.e., the entirety of parking lots in proposed Parcels A, B and C, including the north lot) and the parking lot must provide adequate storm water management.

FRASER PLANNING COMMISSION MEETING MINUTES
October 4, 2023 7:00 P.M.

11. The applicant obtains written approvals from all applicable City departments and agencies prior to construction.
12. All review fees shall be reimbursed to the City by the applicant for any costs incurred by the City Attorney.
13. No Certificates of Occupancy are to be issued prior to the executed and recorded cross-access, shared, parking and utilities agreements.
14. All other conditions from Site Plan #21-08 Approval remain the same.

AYES: Barr, Czarnecki, Keil, Perry, Warunek

NAYS: Farina, Meyer

Motion Carried

B. Sign Ordinance Discussion

The Planning Commission was beginning their review, in earnest, on the Sign Ordinance. In following with the schedule prepared by Mr. DeNault at the meeting tonight Planner Sayre and Attorney Ericson would be reviewing General Regulations, Signs that are allowed in all Zoning Districts and Signs that are always prohibited in all Zoning Districts. These were pages 2 – 11 in the Chart they were presented.

Planner Sayre read the instances and thoughts regarding all three (3) subjects referred to above. The Planning Commission had comments that were recorded by both Planner Sayre and Attorney Ericson that would be considered when drafting the new Ordinance.

Commissioner Barr left the meeting at 8:37 p.m.

C. Training Date Discussion

City Clerk Greenia reviewed that Planning Commission and Zoning Board of Appeals had been talking about having a joint training soon. She was asking for dates of availability for Planning Commission members and stated she would be asking the same of Zoning Board of Appeals Members at tomorrow's meeting. She would contact the Planning Commission once she had some dates that everyone was available.

8. PUBLIC COMMUNICATIONS ON NON-AGENDA ITEMS

There was no public comment at this time.

9. ZONING BOARD OF APPEALS MEMBER LIAISON REPORT

Commissioner Farina indicated there was a Zoning Board of Appeals meeting tomorrow night and he would not be there as he was going on vacation.

FRASER PLANNING COMMISSION MEETING MINUTES
October 4, 2023 7:00 P.M.

10. COMMISSIONER'S COMMENTS AND ITEMS OF INTEREST/CONCERNS

Commissioner Warunek stated he would like to see the City of Fraser address the amount of concrete and/or asphalt surfaces they require in the Ordinance. Our current Ordinance did not lend itself to good drainage. He would like to see the City of Fraser take a different approach than most other municipal units at this time.

He would like to see that added to the list for review to the Ordinance.

Nothing from Commissioner Keil.

Nothing from Commissioner Farina.

Nothing from Commissioner Perry.

Nothing from Commissioner Meyer.

Chair Czarnecki asked if the City was receiving calls about the parking at Jon Pablos. City Clerk Greenia indicated that they were.

11. AJDOURNMENT

Motion by Farina seconded by Meyers to adjourn at 9:08 p.m.

AYES: Barr, Czarnecki, Farina, Keil, Meyer, Perry, Warunek

NAYS: None

Motion Carried.

Respectfully
Submitted:

Cindi Greenia, Clerk
City of Fraser



City of Fraser

CENTENNIAL COMMUNITY

CITY MANAGER

Elaine Leven

CITY CLERK

Cynthia Greenia

MAYOR

Michael Carnagie

MAYOR PRO-TEM

Patrice M. Schornak

COUNCIL

Amy Baranski

Kathy Blanke

Suzanne Kalka

Patrick O'Dell

Dana Sutherland

To: Planning Commission

Date: 10/25/2023

From: City Clerk Greenia

Re: Interview of Candidates

The City of Fraser Planning Commission consists of seven (7) members who are registered electors of the City. The current make-up of the Commission is as follows:

COMMISSION MEMBER

Joanne Barr

Kathy Czarnecki

Frank Farina

John Keil

Renee Meyer

Kenny Perry

Randy Warunek

TERM EXPIRES

12/31/2024

12/31/2025

12/31/2023

12/31/2023

12/31/2024

12/31/2024

12/31/2024

In following with the City of Fraser's process for (re)appointing Board and/or Commission members, the body itself conducts interviews and then either recommends appointment of those candidates to City Council or not.

Planning Commission Members Frank Farina and John Keil both have terms that will expire on December 31, 2023. I have inquired as to whether or not they wish to continue to serve the City on its Planning Commission. Both have agreed to do so.

Tonight, the Planning Commission will interview these candidates, or in this case you may just decide to recommend them to City Council for reappointment. The terms are for three (3) years.

If you decide to recommend their reappointments to City Council, I will need a motion for each Commission Member noting that their term end date would be December 31, 2026.

APPLICATION FOR APPOINTMENT TO CITY BOARDS & COMMISSIONS

APPLICATION MAY BE SUBJECT TO PUBLIC VIEW



www.MICityOffraser.Com

City of Fraser
33000 Garfield Road
Fraser, MI 48026
(586) 293-3100

cityclerk@micityoffraser.com

LAST NAME		FIRST NAME		M.I.	
FARINA		FRANCIS AKA FRANK		M	
ADDRESS (number & street)					
[REDACTED]					
CITY	STATE	ZIP CODE	CELL PHONE	HOME PHONE	
Fraser	MI	48026			
NAME OF BOARD/COMMISSION YOU ARE APPLYING FOR				TERM ENDING (IF KNOWN)	
Board Name PLANNING COMMISSION				DEC. 2023	
REASON FOR INTEREST IN THIS BOARD (please list activities & special qualifications)					
I WANT TO HELP PLAN WHERE OUR CITY IS GOING IN THE FUTURE, WHILE HOLDING ONTO THE VALUES THAT HAVE GOT US TO THIS POINT					
EDUCATION (please list schools, diplomas, degrees, professional certificates, etc.)					
SEE RESUME					
CURRENT EMPLOYMENT					
COMPANY NAME			YOUR TITLE/POSITION		
GENERAL DYNAMICS			RETIRED		
COMPANY ADDRESS (number & street)					
SEE RESUME					
CITY	STATE	ZIP CODE	OFFICE PHONE	OFFICE CELL PHONE	
PLEASE LIST YOUR RESPONSIBILITIES					

PLEASE ATTACH YOUR RESUME OR OTHER INFORMATION AND RETURN TO CITY HALL OR EMAIL CITYCLERK@MICITYOFFRASER.COM

Rev 11/2017

Received by _____ Date _____

FRANK M. FARINA

Fraser, Mi. 48026 Home:

EXPERIENCE

Sterling Heights, MI

*Division Director of Engineering- Business Planning and Resource Management.
2004-2010*

- Direct, plan and coordinate the facilities and resources requirements for 2000 engineers over 7 locations in 4 states.
- Establish strategies, coordinate and lead the proposal preparation team activities totaling \$800 million to \$1 billion annually
- Coordinate the establishment, distribution, monitoring and the coordination of corrective actions on approximately \$1 Billion of labor and \$52 million of administrative labor costs annually.
- Responsible for the development and control of all Information Technologies for Engineering totaling \$60 million annually.
- Responsible for the Engineering Quality Control programs including all new products, and Documentation controls.

Division Manager Industrial Engineering

- Supervised a staff of Industrial Engineers supporting four manufacturing facilities
- Established strategies coordinated and led manufacturing proposal team.
- Responsible for the development and control of all manufacturing support manpower, overhead costs in excess of \$73 million annually.

Plant Manager – Industrial Engineering Detroit Tank Plant

- Managed the activities of 5 Supervisors and 35 IE.'s
- Plant activity included machining, welding, finishing and assembly of tanks and components.
- Implemented programs to streamline production and reduced overtime from 35% to 5%, which resulted in a savings of over \$2 million yearly.
- Responsible for the design and development of all Ind. Eng. Computer Systems on IBM Mainframe and personal computers

OUTSIDE ACTIVITIES

- Member/ Chairman St. Malachy Finance Commission Since 1990
- Member /
- Current Chairman Since 2023, Vice Chairman Fraser Zoning Board of Appeals Since Approx. 2000
- Member John F Kennedy Knights of Columbus 2010
- Member John F Kennedy K of C build Corp 2016 to Present
- Volunteer for Meals on Wheels Since 2011-2013

[REDACTED]
Plant Industrial Engineer Detroit Tank Plant

[REDACTED]
Supervisor of Operation Planning

[REDACTED]
MI
Manager/ Superintendent of Production/Fabrication/Finishing

EDUCATION

[REDACTED]
Master of Business Administration

[REDACTED]
Bachelor of Science Degree in Management

[REDACTED]
Advanced Leadership Training

[REDACTED]
Advanced Program Managers Training

COMMUNITY INTERESTS

- City of Fraser Zoning Board of Appeals 1999- Present
- City of Fraser Zoning Board of Appeals Chairman 2023- Present
- City of Fraser V Chairman Zoning Board of Appeals 2002
- Secretary Zoning Board of Appeals 2005 – approx 2008
- St. Malachy Parish – Stewardship (Property Management) Commission Chairman 1991 – Present
- St. Malachy Parish C.S.A. Chairman 1983 - 1999
- St. Malachy Vegas Room Co-chairman 1990 - 2016
- Boy Scouts of America – District Representative 1980's
- Boy Scouts of America – Merit Badge Counselor 1980's - Present
- Boy Scouts of America – Committee Chairman 1980's
- Boy Scouts of America – Eagle Project Review Committee

APPLICATION FOR APPOINTMENT TO CITY BOARDS & COMMISSIONS

APPLICATION MAY BE SUBJECT TO PUBLIC VIEW



www.MICityOfFraser.Com

City of Fraser
33000 Garfield Road
Fraser, MI 48026
(586) 293-3100

cityclerk@micityoffraser.com

LAST NAME		FIRST NAME		M.I.	
Keil		John		L	
ADDRESS (number & street)					
[REDACTED]					
CITY	STATE	ZIP CODE	CELL PHONE	HOME PHONE	
Fraser	MI	48026	[REDACTED]		
NAME OF BOARD/COMMISSION YOU ARE APPLYING FOR				TERM ENDING (IF KNOWN)	
Board Name Planning Commission					
REASON FOR INTEREST IN THIS BOARD (please list activities & special qualifications)					
SEE ATTACHED letter					
EDUCATION (please list schools, diplomas, degrees, professional certificates, etc.)					
SEE ATTACHED letter					
CURRENT EMPLOYMENT					
COMPANY NAME			YOUR TITLE/POSITION		
Thanda 220 Heating & Cooling			Safety/Training Manager		
COMPANY ADDRESS (number & street)					
51327 Quadrate					
CITY	STATE	ZIP CODE	OFFICE PHONE	OFFICE CELL PHONE	
Malamb	MI	48042	586-556-0372		
PLEASE LIST YOUR RESPONSIBILITIES					
Safety / Training					

PLEASE ATTACH YOUR RESUME OR OTHER INFORMATION AND RETURN TO CITY HALL OR EMAIL CITYCLERK@MICITYOFFRASER.COM

September 21, 2023

City Council
City of Fraser
33000 Garfield
Fraser, MI 48026

Re: Request Reappointment to Planning Commission

My first meeting on the City of Fraser's Planning Commission was April 5th, 2017. It's been a learning experience and a pleasure working with members of the Planning Commission helping our city grow. Since I've been a member, I've seen many new businesses come to our city and it's an honor being a part of it but we still have a lot to do.

Education:

I have an Associate of General Studies and an Associate of Business Administration. I'm certified by the Department of Labor to teach an Electrical Apprentice Program, I'm also a NATE Procter for HVAC training and certified by ESCO to teach and test for the EPA certification.

I have the following Licenses:

Master Electrician, Individual Builders License, Mechanical Contractors License and Unlimited Boiler Installers License.

If you have any questions feel free to reach out to me.

John Keil

[REDACTED]

Fraser, MI 48026

Jkeil13@yahoo.com

[REDACTED]

Site Plan Review Summary

Site plan dated with revisions October 23, 2023

SP23-03

City of Fraser, Michigan

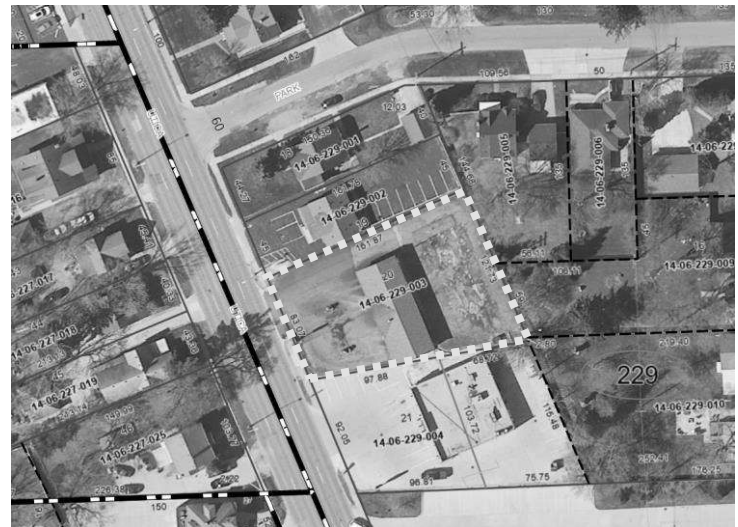


SITE ADDRESS / LOCATION 32660 Utica Road	APPROVING BODY Planning Commission	PUBLIC HEARING DATE n/a
STAFF REPORT CONTACT INFORMATION Building Clerk – Kayshe Johnson – (586) 293-3100 ext. 154 Planning Consultant – Lauren Sayre – (586) 293-3100 ext. 153	APPLICANT / PROPERTY OWNER Sam Thomas, Applicant Fadi Akkam, Property Owner	

BRIEF SUMMARY OF REQUEST:

The applicant, Sam Thomas, proposes to demolish the existing car wash located at 32660 Utica Road and constructing a new strip mall. This strip mall will consist of 3,300 square feet of retail space and three commercial units.

An additional 1,206 sq. ft. will be added to the existing structure (2,095 sq. ft.). The applicant also proposes to repair the masonry wall on the east side of the property and replace the damaged asphalt on the property.



	SITE ZONING + LAND USE	SURROUNDING ZONING + LAND USE	SITE IMPROVEMENTS	SIZE OF SITE + FRONTAGE
EXISTING SITE INFORMATION:	CN – Commercial Neighborhood	North: CN South: CN East: RM West: CN	Various renovations and additions	Total site area = 0.38 acres 83.07 ft. frontage on Utica Road

PLANNER RECOMMENDATION

- ☒ APPROVE
- ☐ TABLE
- ☐ REVISE AND RESUBMIT
- ☐ DENY

ATTACHMENTS

- ☒ SUBMITTED PLANS
- ☒ APPLICATION
- ☐ PUBLIC HEARING NOTICE
- ☐ PROOF OF OWNERSHIP
- ☐ PUBLIC COMMENTS
- ☒ AGENCY COMMENTS
- ☒ ZONING ORDINANCE STANDARDS REVIEW
- ☐ SPECIAL LAND USE REVIEW

Department Use Only:

Permit Issue Date: _____ **Permit No:** _____ **Receipt No:** _____

**Application for Plan Examination and Building Permit
CITY OF FRASER BUILDING DEPARTMENT**

33000 GARFIELD ROAD
FRASER, MI 48026

OFFICE: (586) 293-3100 option 2
INSPECTION LINE: (586) 293-3100 ext. 153



APPLICANT STATUS (circle one): **OWNER** **CONTRACTOR** **OTHER**

Location, ownership, and details must be correct, complete, and legible. A separate application is required for each structure or tenant space. A site plan, specifications and plans draw to scale (including electrical, plumbing and heating, if applicable) must be filed with this application. All easements must be shown on the site plan.

PROJECT

LOCATION/ADDRESS: 32660 UTICA, Fraser, Michigan 48026-3833

SUBDIVISION: A/P # 01 FRASER **LOT #:** _____

PROPERTY #: 1 4 0 6 2 2 9 0 0 3 **LOT/PARCEL SIZE:** .38 Acre

TYPE OF PROJECT

Single Family Residential

Multiple Family

No. of units _____

Commercial

Industrial

Other _____

REQUEST FOR BUILDING PERMIT TO:

Construct

Complete

Addition to

Alter

Repair

Demolish

Other _____

New Building

Existing Structure

Garage

Deck

Roof

Pool/Spa

Shed/Accessory Building

Other _____

GENERAL DESCRIPTION OF PROJECT: _____

Project Size (sq. ft) _____ **Estimated Cost \$** _____ **Number of Stories** _____

LEGAL PROPERTY OWNER: Fadi Akkam

Home Address: [REDACTED] City: Shelby Twp State: MI
Zip Code: 48315 Home Phone: [REDACTED] Email: Faditherealtor@gmail.com

Individual Proposing Construction, if other than owner (i.e., Contractor, Const. Manager, etc.)

Contractor Name: _____
Address: _____ City: _____ State: _____
Zip Code: _____ Office Phone: _____ Email: _____
Fax: _____ Contact Person: _____

Residential Builder's License # _____ Expiration Date: _____
Driver's License #: _____ Expiration Date: _____ Date of Birth: _____
Federal Employer ID Number: _____
(or reason for exemption)
Workers Comp Insurance Carrier: _____
(or reason for exemption)
MESC Employer Number: _____
(or reason for exemption)

ARCHITECT/ ENGINEER: _____

Address: _____ City: _____ State: _____
Zip Code: _____ Office Phone: _____ Email: _____
Fax: _____ Contact Person: _____

I certify that the information on this application and the plans and specifications attached hereto are true and correct and that I have reviewed all deed restrictions, which may apply to this construction and am aware of my responsibility there under. Further, I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Section 23a of the State of Michigan Construction Code Act of 1972, Act no. 230 of the Public Acts of 1972, being Section 125, 1523a of the Michigan Compiled Laws, prohibits from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines.

_____ Printed Name of Applicant	_____ Signature of Applicant	_____ Date
Fadi Akkam	 Fadi Akkam	08-03-2023
_____ Printed Name of Owner	_____ Signature of Owner	_____ Date

**THIS PAGE FOR
BUILDING DEPARTMENT USE ONLY**

REVIEWS	DATE	REVIEWER	NOTES
Zoning			
Engineering			
Fire Department			
Electrical			
Plumbing			
Mechanical			
Building			
Planning Commission			
Zoning Board of Appeals			

Review comments/special stipulations: _____

Zoning District: _____ Construction Type: _____ Use Group: _____ Occupancy Load: _____			
Estimated Cost (Dept's) _____ Flood Zone: _____ Elevation Certificate Required: _____			
Project Size (Dept's) _____			
Code Edition: State Building, Plumbing, and Mechanical Codes _____ 09 MBC _____ 09 MRC _____			
Sprinkler System Required: _____ Hazard Class: _____ Sprinkler/Standpipe Demands: _____			
Sprinkler System Notes: _____			

Application Fee.....	\$30.00
Building Permit Fee.....	_____
Zoning Fee.....	_____
Sewer Tap Fee.....	_____
Sewer Maintenance Fee.....	_____
Water Tap Fee.....	_____
Water Meter Fee.....	_____
Building Bond.....	_____
Plan Review Fee.....	_____
Underground Inspection Fee.....	_____
Tree Bond.....	_____
Registration Fee.....	_____
TOTAL	

THIS PAGE FOR BUILDING DEPARTMENT USE ONLY
PLAN REVIEW RECORD FOR

The following corrections, amendments, and stipulations shall be made a part of this permit:

NO.	DESCRIPTION	SECTION

I, the undersigned, have received a copy of the approved plans and correction list for the project addressed above. I certify that the proposed work will be in compliance with all applicable codes.

(PRINTED NAME)

(SIGNATURE)

(DATE)

OFFICE USE ONLY

DATE APPROVED: _____ CALLED (#): _____

DATE: _____ LEFT MESSAGE / SPOKE WITH: _____

Review Against Zoning Standards



The underlined items indicate outstanding or non-compliant requirements.

1. CN, Commercial neighborhood district (Section 32-133)

a. Zoning and Land Use (Section 32-133 (1))

The applicant, Sam Thomas, proposes to modify the existing coin-operated car wash building. The modifications will include an expansion of the building to create a 3,300 sq. ft. retail strip mall. The strip mall will include 3 commercial units.

Per Section 32-133, the CN District is designated to, “*meet the day-to-day convenience shopping and service needs of persons residing in adjacent residential areas. Protection of nearby residential districts is considered of importance; thus, businesses which tend to be a nuisance to immediately surrounding residential areas are excluded, even though the goods sold or services offered might fall within the convenience classification.*”

The proposed use of retail establishments aligns with the intent of the CN District.

b. Dimensional Requirements (Section 32-133 (3))

Requirement	CN District Requirements	Subject Site	Requirements Met
Minimum Lot Size	7,200 sq. ft.	16,576 sq. ft.	Yes
Minimum Lot Width	60 ft.	82.95 ft.	Yes
Front Yard Setback	100 ft.	>100 ft.	Yes
Side Yard Setback	0 ft.	24.37 ft. (north) 0 ft. (south)	Yes
Rear Yard Setback	30 ft.	50.41 ft.	Yes
Building Height	2 stories, 25 ft.	1 story, ~18 ft.	Yes
Maximum Lot Coverage	30%	21.2%	Yes

The site conforms to all dimensional requirements of the Zoning Ordinance.

2. Off-Street Parking and Loading Requirements (Article VI Section 32-91 through 32-95 and 32-97)

a. Parking

Under Section 32-93(6)(j) of the Ordinance, retail stores are required to include one (1) space for each 150 ft. of floor area. Given this requirement, the site would need twenty-two (22) parking spots (3,300 sq. ft/ 150 = 22). Per ADA requirements, one (1) parking space is required to be accessible parking (handicapped parking).

The site currently has 22 parking spaces, including one (1) that is handicapped accessible.

The parking setback is 35.44 feet. While the required parking setback is 70 feet, the applicant received a front parking setback variance from the ZBA on October 5, 2023. The variance allowed for a reduction of the front parking setback minimum from 70 feet to 35.44 feet, provided that there be no parking on the north side of the driveway to allow for the neighbors ground sign to remain visible. Additionally, the ZBA specified that the maximum area of the building must not exceed 3,300 square feet, so that the parking space minimum is met.

The site plan complies to all applicable standards and to the conditions of the variance.

b. Ingress / Egress

Section 32-94(15) states that “adequate ingress and egress to the parking lot by means of clearly limited and defined paved drives shall be provided for all vehicles. All parking areas shall be provided with an entrance and exit from the abutting public thoroughfare. Such entrance and exit may be

combined as one, which shall be thirty (30) feet in width.” The revised site plans to not indicate the dimensions of the driveway.

We defer to the applicant to confirm the driveway has not changed from the 36.57 feet wide indicated the site plan dated 6/26/23.

c. Loading Spaces

Section 32-97 specifies that one (1) loading space that has an area ten (10) feet by fifty (50) feet, with fifteen (15) feet height clearance shall be provided. The applicant indicated a 10 foot by 50 foot loading zone on the north side of the property.

Section 320131(i) specifies that loading shall only be provided in rear yards, but side yard loading may be permitted by Planning Commission when such space and loading facilities would not interfere with parking and circulation, either vehicular or pedestrian, and would not be detrimental to any nearby residential district or use. Loading may not be located closer than forty-five (45) feet to any rear property line adjacent to a property line.

The Planning Commission must approve the side yard loading configuration. Planning Staff recommend Planning Commission approval given the limited space in the rear yard.

3. Landscaping (Section 32-88)

Requirement	CN District Requirements	Subject Site	Requirements Met
Interior Parking Lot Landscaping	One (1) tree for each six (6) parking spaces 4 trees required	-	<u>No</u>
Minimum Lot Width	One (1) tree shall be planted for each thirty (30) linear feet public right-of-way frontage	-	<u>No</u>

The applicant proposed two landscaped areas totaling 287 sq. ft. on the south and east sides of the property and one landscaped area at the front of the property. The front area is not dimensioned, however the applicant indicated that it will be mulched and planted with low shrubs. The site is currently completely asphalt. The current landscape plan does not comply with Ordinance Standards, however, per Sec. 32-84(6), “The Planning Commission may approve constructed features of other materials such as masonry walls or brick, stone and cobblestone pavement as a supplement or substitute, upon a showing by the applicant that general plantings will not prosper at the intended location.”

Per Sec. 32-131(e), “All dumpsters shall be visibly screened from any area visible to the public by use of a wall of the same material as the building walls to ensure aesthetic compatibility and construction of poured concrete.” The dumpster is located at the northeast corner of the site and is screened by a 5-foot-tall masonry wall. The applicant shall specify the building material of the masonry wall and it must be consistent with the proposed building material for the primary structure.

4. Signs (Section 32-85)

The applicant proposes three wall signs on the elevation plans for each commercial unit. Separate sign permits will be required before any signage is approved.

5. Architecture and Building (Section 32-131(1))

The zoning ordinance requires that, in the commercial districts, “the exterior of all buildings hereafter erected shall be constructed of aesthetically pleasing brick and/or stone building materials.”

The building elevations provided by the applicant show that the exterior of the building will be composed of projected soldier brick, brick veneer, and painted dryvit (synthetic stucco).

Per Sec. 32-131, "Other durable, decorative building materials may be approved by the planning commission in instances where the character and style of the proposed structure warrants special consideration." The Planning Commission shall decide if the dryvit is acceptable.

6. Screening (32-82)

The Section 32-82 of the Ordinance states, "Whenever an industrial use or general commercial use abuts a residential use or use district, a six (6) foot high poured decorative concrete wall shall be placed on the property line, with a ten (10) foot wide landscaped greenbelt provided between the wall and the building, parking lot or loading area. Such greenbelt shall be planted with one (1) two-inch deciduous tree for each thirty (30) feet of wall length, or portion thereof. The remainder of the greenbelt shall be planted with decorative shrubs and grass, ground cover, or other acceptable landscape materials as determined to be appropriate by the planning commission."

The applicant proposes repairing the 6-foot-tall masonry wall on the rear of the property; however, no landscaped greenbelt is proposed in front of the wall. The current conditions may limit the feasibility of a ten foot landscaped buffer. Section 32-82(5) specifies that "Combinations of various screening types (undulating berms, walls, fences, and greenbelts plantings) may be acceptable when the combination accomplishes the objectives of the screening requirements in a more aesthetically pleasing or acceptable manner as determined by the planning commission." The Planning Commission must approve the proposed masonry wall as acceptable screening.

7. Lighting (Section 32-86)

Since the applicant has not provided a lighting plan, we are unable to determine compliance with the Ordinance. Staff defers to the applicant to indicate if there is any proposed lighting changes from the current site. If there are lighting changes, the applicant shall provide an adequate lighting plan for review.

8. Reviewing Entities

The site plan is subject to review by all of the applicable departments and jurisdictions deemed necessary to ensure the health, safety, and welfare of the community. Public Safety had no concerns. Engineering indicated no changes or comments from the previous review letter, which is attached to the Planning Review.

RECOMMENDATION

Given the analysis above, The Planning Department recommends conditional approval based upon compliance with the following items:

- The driveway is a minimum of thirty (30) feet in width.
- The dumpster is the same masonry material as the primary structure.
- Planning Commission must approve the side yard loading configuration, landscaping, masonry screening wall, and primary building material.
- If new lighting is proposed, a photometric plan must be submitted and in compliance with Section 32-86.

Respectfully,

McKENNA



Lauren Sayre
Assistant Planner

Cc: City of Fraser: Building Official, City Attorney, City Engineer



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

August 18, 2023

Dennis Szymanski, Building Official
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026

Reference: Site Plan Review
32660 Utica (SP23-03)
AEW Project No. 0190-0506

Dear Mr. Szymanski:

We have completed our review of the above referenced site plan and offer the following comments:

Utilities

1. The site is served by existing water, sanitary and storm sewer. A utility plan was not included in the site plan package, but it is anticipated on-site utilities will be re-utilized and all utility work (if any) will be inside the building.
2. The condition of existing sanitary sewer leads will need to be verified prior to re-use.
3. The proposed modifications do not appear to be increasing the volume and rate of stormwater runoff, so additional on-site detention will not be required.
4. Total disturbed area is less than 1 acre, so water quality treatment measures will not be required.

General

1. Prior to issuance of the Building Permit, the petitioner will be required to submit detailed engineering plans for review. The applicable City of Fraser Standard Details shall be included in final engineering plans. Digital copies are available from our office.
2. An accessible route will need to be provided/indicated from the public sidewalk to the building entrance.
3. There may be maneuverability issues with the proposed parking spaces along the southerly property line as shown.



Dennis Szymanski

August 18, 2023

Page 2

4. Sidewalk along the face of the building will need to be 7' wide if a 2' overhang is included in the parking space depth.
5. Any off-site work on adjacent property will require approval from the property owner.
6. Any work in the Utica Road Right of Way will require a permit from the Macomb County Department of Roads.

We're available to answer any questions related to the review comments.

Sincerely,

Michael A. Vigneron, PE
Director of Engineering

cc: Alicia Warren, McKenna
Mark Ragsdale, DPW Superintendent

M:\0190\0190-0506\Civil\Reviews and Submittals_Site Plan Reviews\SitePlanReview_SP23-03_32660Utica_230818.docx

BEARING
CONSTRUCTION
AND
CONSULTINGS
L.L.C

32969 HAMILTON CT.
FARMINGTON HILLS, MI
PH: (248) 470-9957

PROJECT
PROPOSED
STRIP MALL
(WHITE BOX)
32660 UTICA RD
FRASER, MI

CLIENT

REVISIONS
8/4/2023
10/12/2023
10/23/2023

NOTES

APPROVED BY
LARRY MERCOI

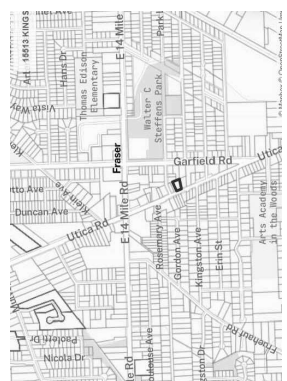
SEAL

SCALE:
AS NOTED

DATE
6/26/2023

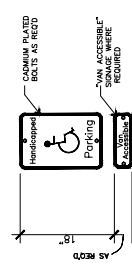
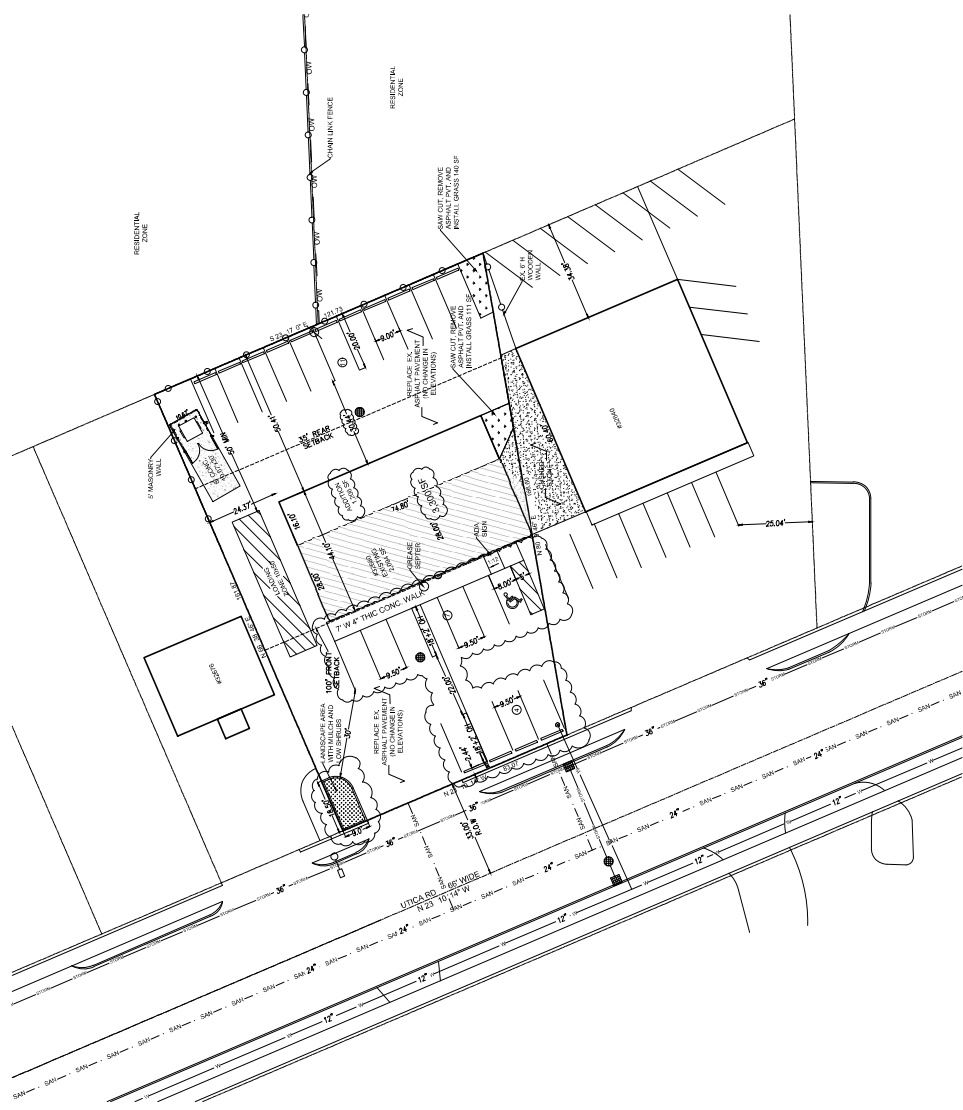
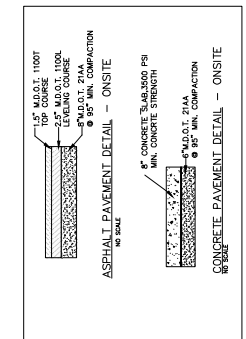
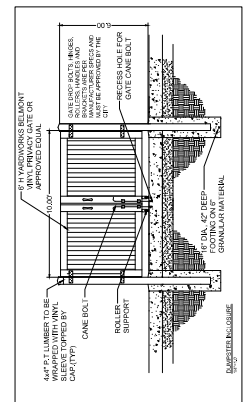
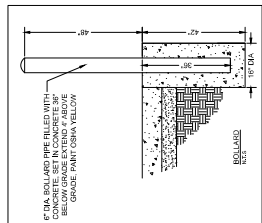
SHEET TITLE
SITE PLAN

SHEET
C-2



ZONING: ON (COMMERCIAL NEIGHBORHOOD)
BUILDING USE: AUTO WASH
LEGAL DESCRIPTION:
ASSESSOR'S PLAT NO 1 (L14, P34); LOT 20
SITE PLAN:
PROPERTY AREA: 16,576 SF =====> 0.38 AC
EX. BUILDING: 2,084 SF
PR. ADDITION: 1,206 SF
TOTAL AREA:
14,742.43' x 3,300 SF
3,300/16,576 x 100% = 22% < 30%
SETBACKS:
FRONT: 100' TO THE CENTER OF R.O.W
REAR: 35' THE PROPERTY ABUT RESIDENTIAL ZONING,
SIDE: 0' NO WINDOW ON THE SIDE WALLS,
PARKING SPACES REQUIRED:
ONE PARKING SPACE PER 150 SF OF GROSS AREA,
3,300/150 = 22 SPACES
PARKING SPACES PROVIDED 22 SPACES INCLUDING ON
ADA.
LANDSCAPE AREA:
EXISTING LANDSCAPE AREA (SEE TOPOGRAPHIC)
= 144' x 120' = 17,280 SF
PROPOSED LANDSCAPE AREA (SEE SITE PLAN)
= 431' x 140' = 60,340 SF
PROPOSED PERVIOUS AREA > EXISTING PERVIOUS AREA
NO DETENTION REQUIRED

- LEGEND
- LEFT POLE
 - UTILITY POLE
 - ENCLOSURE
 - FIRE HYDRANT
 - CATCH BASIN
 - SAFETY ISLAND
 - WATER MAIN
 - SAFETY ISLAND
 - STORM SEWER
 - EX. STEEL FENCE
 - GAS LINE



estee design

ARCHITECT

PLANNING

INTERIOR DESIGN

3000 WASHINGTON

SCOTTSDALE, AZ 85261

TEL: 480.421.9790

BEARNS CONSTRUCTION

32669 HAMILTON CT

FRASER, MI 48206

TEL: 248.822.9717

www.bearnsconstruction.com

CLIENT:

FRANK ALVAREZ

47792 Van Dyke Ave, Shelby

Township, MI 48317

PROPOSED STRIP MALL

PROJECT TITLE:

BUILDING ELEVATIONS

SHEET TITLE:

FRASER, MI 48206

32669 UTICA RD.

DATE	BY	ISSUED FOR	REVIEW	SITE PLAN APPROVAL	SPA REVISION
10-23-23	ST	ST	ST	ST	ST

SCALE:

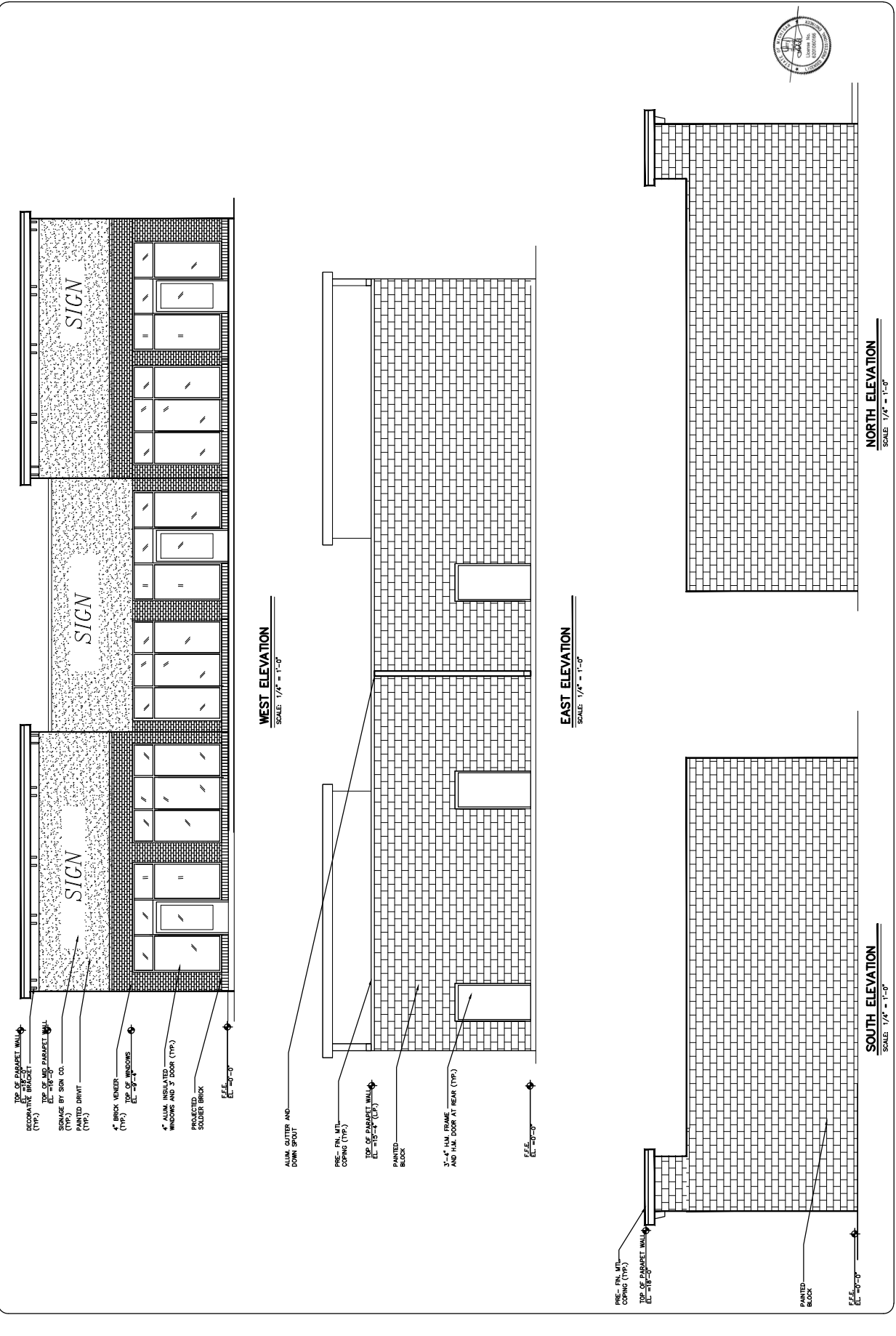
AS NOTED

SHEET NO.:

A-2

PROJECT NO.:

23-1041





Memorandum

TO: Fraser Planning Commission
FROM: Lauren Sayre, City Planner
Don DeNault, City Attorney
SUBJECT: November Sign Ordinance Discussion
DATE: October 18, 2023

Below is a review of the schedule:

~~**October 4** – Discussion of general regulations, signs allowed in all zoning Districts and signs that are always prohibited in all zoning districts (pages 2-11 of the chart)~~

November 1 – Discussion of sign illumination, lights on or around signage, and electronic message boards (pages 11-15 of the chart)

December 6 – Discussion of enforcement and discussion of standards for permanent freestanding signs and wall signage (pages 15 to 19, of the chart and pages 22 to 23, and 28 to 29)

January 2024 – Discussion of nonconforming signage (pages 19 to 20 of the chart)

February 2024 -Discussion of billboards, real estate development signage, and residential subdivision identification signs (pages 21 and 24 to 25)

March 2024 – Discussion of temporary signs (pages 25 to 28)

April 2024 – Discussion of Purpose, Intent, Definitions, and Miscellaneous items (page 1 of the chart)

May/June – Potential City Council Adoption

DRAFT ORDINANCE LANGUAGE FROM OCTOBER 4, 2023 MEETING

Please review the following ordinance language from last month's discussion and prepare any questions or comments at November's Meeting.

General regulations applicable to all signs in every zoning district

1. All signs must comply with all ordinances and regulations of the City, including zoning, regulatory, and building codes.
2. Signs shall not be placed in, project into, overhang any public right-of-way or dedicated public easement, existing or proposed, unless placed or approved for placement by the city or applicable governmental entity or agency.
3. Signs shall not be placed on city property unless placed or approved for placement by the city for city purposes, including but not limited to city events, public safety, and approval of requests from other governmental agencies.



4. Signs shall not be placed on utility poles, utility boxes, traffic control devices, telecommunications towers, sidewalks, lamp posts, hydrants, bridges, public property, public ways, easements, or trees unless placed or approved for placement by a governmental entity as public signs or warning signs.
5. Permanent signs shall not be placed in a required side yard setback.
6. Signs shall not be placed in a manner that obstructs or diminishes sight lines for vehicular travel, obstructs driver vision, or creates potential hazards to pedestrian safety including obstructing ingress to or egress from the site or any building doors, windows, fire escape or other required exit way. All signs shall comply with the corner clearance requirements set forth in Section 32-40.
7. Signs above non-public sidewalks must be approved by The City of Fraser Public Safety Department and provide appropriate emergency vehicle clearance above driveways and maneuvering lanes.
8. Applications for approval of a sign permit will not be processed or placed on an agenda for any public hearing, nor will a sign permit be issued, on properties with outstanding and unresolved code violations without a code compliance agreement.
9. Signs shall not have more than two sides.
10. No sign shall be painted directly onto the wall of a building. Murals are prohibited as painted signs.
11. Signs shall not be equipped with audio capabilities and sound shall not be projected from any sign, except that menu boards approved as part of a drive through facility or signage designed for purposes of complying with laws enacted for the protection of persons with disabilities shall not be restricted by this provision.
12. Signs may not project images beyond the face of the sign and may not emit any odors or visible matter such as smoke or steam.
13. No person, entity, owner, business, or tenant shall allow an obsolete sign to be maintained on a property for more than 30 days after same has become obsolete because of discontinuance of the business, service, or activity which the sign advertises, relocation to another site, or for any other reason. The fact that the obsolete sign is nonconforming shall not be construed as modifying any of the requirements of this section. *(Author note: We recommend we avoid specifying any particular signs. For example, if we actually list political or election signs, we'll have a content-based problem when someone wants the City to enforce against their neighbor for having a "Trump/Pence" or "Biden/Harris" sign on the lawn with no date on it. It's an expression of support for those people, not a political sign. Enforcement can be challenging in this arena.)*
14. Every sign, including the sign structure, shall be maintained in a safe structural condition and in a neat, clean, secure, and attractive condition, with upright, secure supports. All sign materials shall be kept free of defective or missing parts, peeling, corrosion, or other surface or support deterioration, and in compliance with the current provisions of the International Property Maintenance Code, with local amendments as adopted by the city. All sign copy shall be maintained intact, free of defacement, and free of missing characters. If the sign is illuminated, all lighting fixtures and sources of illumination shall be maintained in a manner that renders them safe and in proper working order.
15. For all signs other than a sign within a public right-of-way, the sign setback shall be measured from the property line or, in the case of an access easement, from the edge of the easement to the closest point of the sign.

Signs Permitted in Each District

1. Public signs.



2. Traffic control devices on public property, installed and maintained to comply with the Michigan Manual on Uniform Traffic Control Devices and, if not covered, with the Manual on Uniform Traffic Control Devices adopted by the Federal Highway Administration.
3. Traffic control devices on private property, installed and maintained to substantially comply with the Michigan Manual on Uniform Traffic Control Devices and/or as approved by the City of Fraser Public Safety Department.
4. Numerals that identify the address of the property in accordance with applicable laws, codes, and regulations, so that public safety responders can easily identify the address from the public street (include rules re: display on building facade, freestanding signs, tenant spaces, rear entrances, height of numerals, color/contrast). (*Author note: Fire Code already requires numbers on buildings*)
5. Required government signs that warn of a danger or prohibit access to the property either generally or specifically.
6. Signs installed by MISS DIG, utility companies, lawn treatment companies, and similar signs intended to warn of a danger or alert the reader to a potentially dangerous condition or the existence of utility pipes or lines on the property.
7. “No trespassing,” “dangerous dog,” and similar signs intended to alert visitors at the site to dangers on the property or directives of the owner or occupant of the site (limited to one sign for every 150 feet of lot frontage and limited to 2 square feet).
8. In addition to one United States flag and one official flag of the State of Michigan displayed on a permitted flagpole or on a flag staff affixed to the house on a single-family residential property, up to two additional flags may be displayed on a permitted flagpole or on the house without being counted against the individual sign limitations or the total square footage allowed under this section for temporary signage.

Prohibited Signs

1. Signs that violate any federal, state, or local law, code, or regulation.
2. Signs that violate zoning regulations governing home occupations as an accessory use.
3. Festoon signs.
4. Signs whose construction, design, location, or other physical characteristics are determined by any code official or law enforcement official to create a safety hazard or to be anathema to the general welfare, including but not limited to:
 - a. Signs of a size, location, movement, coloring, or manner of illumination which may be confused with or construed as, or which may conflict with, a traffic control device, or which hide from view any traffic or street sign or signal.
 - b. Signs consisting of moored balloons or other type of tethered floating signs unless approved by the City Planner in conjunction with an approved temporary use and if tethered to the ground. Floating signs cannot be tethered to the roof.
 - c. Banners, posters, pennants, ribbons, streamers, LED lights, strings of light bulbs, spinners, or other similarly moving devices or signs which may move or swing as a result of wind pressure or other power source, unless approved by the City Planner in conjunction with approval of a temporary use for a special event of limited duration; permitted as holiday decorations elsewhere in the City Code; or otherwise permitted elsewhere in this section.
 - d. Signs which have blinking, flashing, or fluttering lights or other illuminating devices which exhibit movement; flashing, oscillating, or intermittent type of illuminated signs or displays;



and electronic signs with any of those characteristics. Also, there shall be no mechanical movement in the sign.

- e. Roof signs.
- f. Signs that consist of or include a searchlight, beacon, strobe light, or similar form of illumination.
- g. Signs that contain or consist of strings of light bulbs.
- h. Portable signs kept in a stationary location and visible from a public way.
 - i. **Exception:** Operable vehicles that are properly licensed and plated and which are adorned or embedded with permanent graphics, information, and/or messages that are visible to passersby shall only be parked on a property owned or operated by the vehicle owner or pertaining to an activity underway on the property where it is parked and shall be kept in a lawful vehicular parking or storage location a minimum of 30 feet from any public right-of-way.

NOVEMBER 1, 2023 DISCUSSION OUTLINE

1. Questions of draft text from 10/04/23 PC discussion.
2. Illumination
3. Electronic Message Boards



Monthly Planning & Zoning Report

For October 2023

McKenna provides day-to-day assistance to the City, applicants, and the public regarding zoning, planning and economic development matters.

PLANNING, ZONING, DESIGN & ECONOMIC DEVELOPMENT ACTIVITY

As part of our services to the City, McKenna reviews Planning Commission applications and provides recommendations on long range planning, land use, zoning, and design. The following is a summary of active developments; yellow highlighting indicates new updates for the month.

PROJECT # / ADDRESS	SCOPE	STATUS / NEXT STEPS
#SP21-08 34400 Utica Hockeyland Outlot	Site plan approval with conditions granted on August 4, 2021.	Site plan approval extended for 12 months, August 2, 2023, subject to site plan amendment approval. Approved to apply for foundation permits. Revised site plan approved at September PC meeting. CofO contingent on satisfaction of all PC conditions of approval. Lot split application approved in October 2022. Approved to move forward with the process without finalized parking agreement. Construction underway. Planning Commission conditionally approved the site plan with amendments to the conditions regarding off-site shared parking agreements.
#SP22-01 / SLU22-01 34360 Utica Shooter's Bar & Grill	Special Land Use and Site Plan application to install an outdoor patio at 33460 Utica (Shooter's).	Patio construction begun without permit and contrary to approved site plan – stop work order issues. Pending fulfillment of site plan approval conditions. Applied for a larger than approved patio building permit – denied. Still awaiting for conditions to be met before applicant can move forward with construction. Patio has been removed. Unaware if patio will be replaced at this time.
#SP22-03 33180 Groesbeck Retail	Site plan application to renovate the façade and improve the site of the 33180 Groesbeck Retail Center	Variance for non-site obscuring, ornamental four-foot fence forward of the front building line approved at November ZBA meeting.



PROJECT # / ADDRESS	SCOPE	STATUS / NEXT STEPS
		Pending revised site plan submission and City receipt of cross-access agreements. Final site plan approval granted at June 7th, 2023 Planning Commission meeting with condition of the elimination of the cross-access agreement.
<i>SLU23-01</i> <i>31000 Groesbeck Hwy</i>	Special Land Use application to operate an auto repair shop in the CG district.	Postponed at August 2, 2023 Planning Commission meeting until September 6, 2023 for applicant to submit full site plans. Site plan and SLU approved on September 6, 2023. Pending final site plans.
<i>ZBA22-01</i> <i>Like Nu Carpet Cleaning</i>	Variance request at 34155 Kelly Road to place a ground sign closer to the road centerline than allowed, and to place an additional (wall) sign on the building. Two variances were granted on March 3, 2022.	Sign permit process initiated by applicant, awaiting revised drawings for compliance with Ordinance and variance granted. Applied for wall sign permit approved at ZBA. Ground sign still not applied for.
<i>ZBA22-04</i> <i>33180 Groesbeck Retail</i>	Variance request to erect a structure meeting the definition of a fence between the front building line and the property line.	Variance granted at the November ZBA meeting, pending PC approval of the fence design.
<i>ZBA22-05</i> <i>16841 E 14 Mile Road</i> <i>Smokey Joe's</i>	Variance request to erect an additional wall sign and keep existing 59.5 square foot wall sign.	Variance request was postponed giving the applicant the opportunity to revise plans and come back to the May 18, 2023 ZBA meeting. Variance denied at May 18, 2023 ZBA meeting.
<i>ZBA23-01</i> <i>31475 Utica Road</i> <i>Devon Storage</i>	Variance request for relief of side yard setback requirement from an adjacent residential district.	Variance granted with conditions at May 18, 2023 ZBA meeting. Planning Commission to grant final approval.
<i>ZBA23-02</i> <i>34835 Utica Road</i> <i>Meijer</i>	Variance request for 2 (two) additional wall signs at Meijer and 1 (one) additional wall sign at Meijer Gas station.	Variance request to be seen at a ZBA special meeting, June 20, 2023. Variance for extra signage approved at June 20th, 2023 meeting.
<i>ZBA23-03</i> <i>17157 Anita</i>	Application for residential variance for rear and side yard setbacks for attaching detached garage to primary residence.	Application to be seen at July 20, 2023 Zoning Board of Appeals meeting. Postponed until August 3, 2023 Zoning Board of Appeals meeting.



PROJECT # / ADDRESS	SCOPE	STATUS / NEXT STEPS
		Application denied at August 3, 2023 meeting.
SP23-03 / ZBA23-04 32660 Utica Road Strip Mall	Site plan to convert a coin-operated car wash into a 3-unit commercial strip mall. Variance request to reduce the front setback from 70 ft to 35 ft.	Preliminary site plans reviewed. Applicant contacted for revised site plans. Postponed until October 4, 2023 Planning Commission Meeting. Variance request for front parking setback reduction granted for October 5, 2023 ZBA.
ZBA23-05 31471 Utica Road	Sign Variance for industrial site to increase the height of a freestanding sign to 11 ft where free standing signs must be below 4 ft of above 10 ft	Scheduled for November 2, 2023 ZBA Meeting.

LOOKING FORWARD

- Draft Sign Ordinance underway. Sign Ordinance will be an item on Planning Commission agendas to update sections at a time, starting in September 2023.

CONTACT US

Should you have any questions on the above projects or would like additional information, please contact your City of Fraser team at:

- Lauren Sayre (lsayre@mcka.com)
- Alicia Warren (awarren@mcka.com) – Out of Office until December