



CITY MANAGER
Elaine Leven
CITY CLERK
Cynthia Greenia

City of Fraser

CENTENNIAL COMMUNITY

MAYOR
Michael Lesich
MAYOR PRO-TEM
Dana Sutherland
COUNCIL
Amy Baranski
Patrick O'Dell
Kenny Perry
Patrice Schornak
Sherry Stein

AGENDA
CITY OF FRASER ZONING BOARD OF APPEALS
March 7, 2024 @ 7:00 P.M.
COUNCIL CHAMBERS, 33000 GARFIELD; FRASER, MI 48026

- 1. Call Meeting to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Approval of Agenda – March 7, 2024**
- 5. Approval of Minutes – January 18, 2024**
- 6. Formal Statement by Chair**
- 7. Public Hearing**
 - a. ZBA #24-01: Variance Request - Trevor Tuller
To obtain a use variance from zoning ordinance standards to allow a powder coating business, which is allowed in the industrial Restricted District (IR), in the Community Business District (CBD).
Location: 16659, Suite B, 14 Mile Road; Fraser, MI 48026
- 8. Old Business (Postponed Cases) - None**
- 9. New Business of the Board**
 - a. Interview of Candidate – Emma Stasek
 - b. Interview of Candidate – Patrick Green
 - c. ZBA #24-01, 16659 E. 14 Mile Road, Suite B, Use variance to operate a use permitted in the IR district in the CBD district.
 - d. Annual Planning and Zoning Report
- 10. Unfinished Business of the Board – None**

11. Monthly Report

- a. February Monthly Reports
- b. Action items Update - None

12. Planning Commission Liaison

13. Public to be Heard

14. Adjournment.

Posted: February 29, 2024



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DRAFT MINUTES CITY OF FRASER ZONING BOARD OF APPEALS JANUARY 18, 2024 @ 7:00 P.M. COUNCIL CHAMBERS, 33000 GARFIELD, FRASER, MI 48026

I. CALL MEETING TO ORDER

A regular meeting of the City of Fraser Zoning Board of Appeals was held on Thursday, January 18, 2024 at 7:00 pm. In City Council Chambers. The meeting was called to order by Chairman Farina at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

Chairman Farina led the Pledge of Allegiance.

III. ROLL CALL

PRESENT: Burley, Chimenti, Farina, Goodell, Menendez

ABSENT:

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

IV. APPROVAL OF AGENDA – January 18, 2024

Motion by Menendez, supported by Chimenti, to approve the agenda as amended with the removal of Item X. a. Discussion of Driveway Expansion, and the addition of IX. b. Discussion of Master Plan.

AYES: Burley, Chimenti, Farina, Goodell, Menendez

NAYS: None

Motion Carried

V. APPROVAL OF MINUTES – December 7, 2023

Motion by Menendez, supported by Burley, to approve the minutes as amended with the addition of the State Tribute.

AYES: Burley, Chimenti, Farina, Goodell, Menendez

NAYS: None

Motion Carried

VI. FORMAL STATEMENT BY CHAIR

Chairman Farina gave a formal statement relative to the powers of the Zoning Board of Appeals and the facts and conditions for granting appeals.

VII. PUBLIC HEARING

There was no public hearing at this time.

VIII. OLD BUSINESS (Postponed Cases)

- A. APPEAL #ZBA 23-05 Monticello Company, LLC. 31471 Utica Road, section 32-85-1-0, provisions pertaining to accessory freestanding signs.

Planner Lauren Sayre presented the case for the variance. Request to obtain a variance from zoning ordinance standards to increase the maximum freestanding sign area within the prohibited vertical dimensions of four (4) feet and ten (10) feet. Section 32-85-1-0 specifies that freestanding signs shall be at least ten (10) feet at their lowest point above the sidewalk level or less than four (4) feet in height at the highest point.

Signarama representative and Monticello Company, LLC owner were present for discussion and to answer questions from the board.

Motion by Farina, supported by Goodell, to approve the variance request #22-05 31471 Utica Rd to replace and update a dilapidated nonconforming sign for the reason of older building layout on the property which do not allow for individual buildings to have their own signs. The variance allows the property to repair the current sign and will increase the maximum free standing sign area within the prohibited vertical dimensions of the sign between 10 ft and 4 ft.

Member Burley made an addition to the motion to make note that we do not have previous square footage of the current sign and will not be used as a reason for hardship.

AYES: Burley, Chimenti, Farina, Goodell, Menendez

NAYS: None

Motion Carried

IX. NEW BUSINESS OF THE BOARD

- a. Election of Officers

City Attorney, Alyssa Ericson, began the election of officers with Chairperson.

Member Menedez nominated Farina for Chairperson, Chair Farina accepted the nomination.

Chair Farina nominated Member Burley for Vice Chairperson, Member Burley accepted the nomination.

Member Burley nominated Member Menendez for Secretary, Member Menendez accepted the nomination.

- b. Discussion of the Master Plan

Chair Farina asked that all members have a copy of the most recent approved Master Plan. Chair Farina asked that the members become familiar with the Master Plan as well.

X. UNFINISHED BUSINESS OF THE BOARD

None at this time.

XI. MONTHLY REPORT

- a. December Monthly Reports

City Attorney, Alyssa Ericson, gave a report of the Big Boy, Hockeyland, property. The city has given approval to expand the temporary Certificate of Occupancy for 30 days. There has been significant progress that has been made with a few minor outstanding items. The applicant will likely be coming to Planning Commission for the special land use conditions approval modification.

b. Action Items Update

Planner Sayre gave an update on open action items from last month's meeting. 31000 Groesbeck Highway received approval for the special land use, but have pulled out at this time. 32660 Utica received final site plan approval and can apply for building permits. 16841 14 Mile Road has had a pre-trial for their non-compliant sign. Sheetz conditional rezoning will be moving forward to the next City Council meeting.

XII. PLANNING COMMISSION LIAISON REPORT

Member Farina summarized the January Planning Commission meeting items.

XIII. MEMBERS' COMMENTS AND ITEMS OF INTEREST

Member Farina asked about the training session in the Fall, which currently has not been scheduled.

City Planner, Lauren Sayre, asked about a February meeting. There is currently no business, but an applicant for a board member position interview. There is also the annual planning program for review.

XIV. ADJOURNMENT

Motion by Farina, supported Goodell by to adjourn at 8:10 pm

All Ayes

Motion Carried

Respectfully Submitted:

Cindi Greenia, Clerk
City of Fraser



MCKENNA

February 26, 2024

TO: Hon. Members of the Zoning Board of Appeals
FROM: Lauren Sayre, AICP
cc. City Planner Warren, City Clerk Greenia
SUBJECT: **Interview of Two Candidates**

The Zoning Board of Appeals has not had a full membership for a while. With the recent election of Michael Lesich to Mayor of the City of Fraser we are now at five (5) members.

We have received applications and resumes from Emma Stasek and Patrick Green to fill the vacancies on your board. We have attached these for your review prior to the interviews during the March 7, 2024 Meeting.

Once you have interviewed Ms. Stasek and Mr. Green, a recommendation to City Council for their appointment to the Zoning Board of Appeals would be in order. The term end date would be 12/31/26.

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.	
Stasek		Emma		M	
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 Zoning Boards of Appeals					
REASON FOR INTEREST IN THIS BOARD (please list activities & special qualifications)					
I moved to Fraser in 2015. Little did I know that move would be permanent. Late in 2023, my family moved into a home we spent months renovating - now, Fraser is forever. I'm looking forward to the opportunity to make this city more special than it already is.					
EDUCATION (please list schools, diplomas, degrees, professional certificates, etc.)					
BsCE, Bachelor's of Civil Engineering, Michigan Technological University					
CURRENT EMPLOYMENT					
COMPANY NAME			YOUR TITLE/POSITION		
Michigan Economic Development Corporation			Business Development Manager		
COMPANY ADDRESS (number & street)					
300 North Washington Square					
CITY	STATE	ZIP CODE	OFFICE PHONE	OFFICE CELL PHONE	
Lansing	MI	48913		517-897-7390	
PLEASE LIST YOUR RESPONSIBILITIES					
As a BDM with the MEDC, I interface with local businesses in southeastern Oakland County and northeastern Wayne County to make sure they have everything needed to continue to grow and thrive within the State. Often, I'm referring them to partner organizations or funding opportunities to overcome barriers in accomplishing their goals					

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

EMMA STASEK

**Market Strategy
Team Building
Technology Translator
Brainstorming
Consultative Selling
Quick Study**

**Seeing the forest
for the trees**



Education

**Bachelor of Science,
Civil Engineering**

Michigan Technological
University,
Houghton, MI

Professional Development

Certified individual MBTI
Training, DISC Sales Training,
Coaching on performance and
development by GPCC/BCC,
CREW Detroit, IFMA, CAM

Software

Microsoft Office,
Adobe Photoshop, Illustrator,
Autodesk Architecture
Engineering and Construction
Collection, Autodesk Inventor
NX3.0, Microstation, ECI M1,
NetSuite, ACT!, BigTime

Experience

Business Development and Sales

Production Modeling Corporation / Dearborn, MI /
March 2019 – Present

- Sales of reality capture processes, drone imaging, CAD and modeling services, and virtual design and construction services to architects, engineers, general contractors, construction managers, and sub contractors
- Sales of strategic, integrated consulting to owners, and facilities managers including foundational services working in the direction of data useful for building lifecycle management and digital/virtual twin
- Evaluate and liaise with business partners building strategic relationships as subcontractors (master service provider, for example) to prime (awarding contracts to software providers, for example)
- Advise staffing needs and oversee hiring processes

At PMC, my role exceeds the core functions of Business Development to marketing strategy, business partnerships and team building. I direct and oversee creation of universal slide decks and presentation material for internal and external use and was involved with updating branding and messaging used for flyers, brochures, blog posts and other marketing material.

Business Development Manager

Advanced Solutions / Bingham Farms, MI / Oct 2014 – Jan 2017

- Sales of full portfolio of Autodesk AEC products to owners, developers, architects, engineers, general contractors, construction managers, and sub contractors
- Sales of services surrounding design technology, including technical support, custom training, and other consulting based upon needs analysis and ROI projections
- Document activity, and forecast sales revenue

Working at Advanced Solutions honed my sales skills and confidence, necessitating in person meetings and presentations. The basics, like going deeper and wider, creating and managing realistic expectations, and listening to understand are universal ideas.

Experience Cont'd

Business Development Associate

Conquest Firespray / Warren, MI / Oct 2012 – Aug 2014

- Presentation of custom fire rated enclosure systems to the commercial construction industry including new market audit and penetration
- Support of direct sales, long term customer relationship development
- Establishment, implementation and management of standards for best practice for internal communication and reporting, predictable sales models and tools, and financial forecasting

My understanding of the construction process deepened at Conquest Firespray, a venture capital startup. I supported a team of five sales people starting with market audit ending at bid distribution. Once I established and documented best practices, I was responsible for onboarding and training new employees.

Structural Engineer

Ghafari Associates / Dearborn, MI / Aug 2011 – Nov 2011

- Designed and analyzed structural framing systems and performed necessary calculations
- Prepared construction documents including drawings, specifications, and cost estimates
- Reviewed shop drawings for design intent and provided overall guidance
- Co-worked in cross functional teams to produce well-coordinated construction packages

Ghafari Associates was my first taste of how collaborative the design industry is, emphasizing the importance of clear communication of ideas and expectations, as well as my first opportunity to apply my formal education. Solid support and training gave me the technical foundation to master the design functions specific to my role.

Search and Retrieval Associate

Xerox / Detroit, MI / Feb 2011 – Aug 2011

- Processed legal requests for General Motors, providing necessary documentation to support litigation team
- Assembled documents and provided support as they were transferred to digital format for future use
- Maintained organization of large case load

Learned my way around the traditional corporate environment.

Sales Associate

Banana Republic / Novi, MI / March 2010 – May 2011

- Worked with team members for the greater success of the store
- Catered to the needs of customers with a daily sales goal in mind
- Built lasting relationships with customers

Grew to become self assured in interpersonal skills and came to consider them a strength.

APPLICATION FOR APPOINTMENT TO CITY BOARDS & COMMISSIONS

APPLICATION MAY BE SUBJECT TO PUBLIC VIEW



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LAST NAME		FIRST NAME		M.I.	
Green		Patrick		S	
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)	
Zoning Board of Appeals					
REASON FOR INTEREST IN THIS BOARD (please list activities & special qualifications)					
I grew up in Warren, and my father was very involved in local politics. He started his career in politics as a member of the Warren ZBA and I want to follow in his footsteps and start my public service career doing the same.					
EDUCATION (please list schools, diplomas, degrees, professional certificates, etc.)					
Walsh College - BBA, Accounting					
CURRENT EMPLOYMENT					
COMPANY NAME			YOUR TITLE/POSITION		
Monroe Engineering			Assistant Controller		
COMPANY ADDRESS (number & street)					
2990 Technology Dr					
CITY	STATE	ZIP CODE	OFFICE PHONE	OFFICE CELL PHONE	
Rochester Hills	MI	48309	(248) 219-0910		
PLEASE LIST YOUR RESPONSIBILITIES					
I support the corporate controller in managing budgets, financial statements and maintaining tax compliance for a \$300M a year company consisting of 15 business units.					

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

Patrick Green

Fraser, Michigan 48026

Skills

Versatile accounting professional with 10 years of experience. Well-versed in updating and standardizing controls, refocusing teams and streamlining procedures to increase productivity and reduce errors in accounting files.

Experience

February 2022 - PRESENT

Monroe Engineering – Assistant Controller

- Responsible for providing high-level support to Corporate Controllers as they manage accounting and financial activities.
- Duties include producing financial summary statements, forecasting the company's financial health, and correcting inaccuracies in financial records
- Managing debits and credits on balance sheets.
- Creating financial statements for clients as well as upper management.
- Preparing monthly, quarterly, and yearly financial reports.
- Assisting Financial Managers with budgeting.
- Ensuring all accounting practices comply with legal guidelines and established accounting principles.
- Assisting with billing and tax documentation preparation.
- Working with the company financial team to create internal controls and policies.
- Collaborating with the IT department to maintain financial records and system processes.
- Identifying solutions to discrepancies in financial records.

April 2021 to February 2022

Dynamic Technology Solutions, Farmington Hills, MI – Accounting Manager

- Direct and oversee the activities of the accounting department for the accurate and timely dissemination of financial management reports and analysis prepared in accordance with GAAP.
- Direct and oversee the activities of the disbursement department, ensuring the accurate and timely processing of accounts payable which includes employee expense reports, cash control, core payroll processing and corporate tax compliance.
- Direct and oversee the activities of the accounts receivable department to ensure the accurate and timely management of all accounts receivable aging components including

billings, cash receipts application, etc.; funding service management, which includes weekly funding reports and customer service; and check stock management.

- Assure corporate income tax compliance and facilitate the accurate and timely completion of all corporate income tax returns taking full advantage of all favorable tax codes.
- Manage all verticals of the employee lifecycle including: compensation, administration and benefits

September 2019 - April 2021

Champion Home Builders, Troy, MI – Assistant Controller

- Month end closing process including balance sheet reconciliations, timely and accurate preparation of monthly financial statements, and analysis of balance sheets and income statements for various field locations
- Responsible for auditing all bank transactions and preparing the monthly bank reconciliation
- Maintaining fixed assets in FAS, Capex requests, and related journal entries, and reconciling workpapers
- Working with the corporate tax department to complete, track, reconcile, and file timely various monthly state sales & use tax returns as well as annual personal property tax returns
- Assist with ongoing budgeting and forecasting processes
- Support the requirements of internal and external auditors
- Seek opportunities for cost reduction through process, policy, and best practice initiatives and promote continuous improvements

April 2018 - September 2019

Art Van, Warren, MI – Staff Accountant

- Preparing and posting monthly journal entries
- Daily bank reconciliations
- Preparing and maintaining spreadsheets
- Work on any issues/discrepancies that come up in account reconciliations and resolve them on a timely basis
- Analysis of G/L accounts to ensure proper tying to financial statements
- Communicate to management and internal customers any issues or concerns
- Assist Controller in yearly Audit

April 2015 - March 2018

Belfor USA, Detroit, MI - Financial Analyst

- Perform billing, payment allocation, collection and activity reporting adhering to standards
- Generated and presented weekly cost analysis to CEO and Senior Management
- Review monthly gross profit reports with Senior Management
- Present weekly detailed job costing to regional managers
- Develop detailed aging and past due accounts for senior management
- Analyze and correct account discrepancies and resolve all variances promptly
- Initiate collection proceedings against accounts past due more than 60 days.
- Investigate and resolve customer queries
- Perform monthly bank reconciliations
- File monthly tax returns and ensure the organization is within tax compliance
- Process contracts ensuring new vendor compliance

Education

Walsh College, Troy, MI - *BBA Accounting*

- Graduated June 2016



MCKENNA

February 22, 2024

Hon. Members of the Zoning Board of Appeals
City of Fraser
33000 Garfield Road
Fraser, Michigan 48026

SUBJECT: ZBA REPORT #1: #24-01 VARIANCE REQUEST / 16659B 14 MILE ROAD
APPLICANT: TREVOR TULLER
SECTION: SECTION 32-134-1, PROVISIONS PERTAINING TO PERMITTED USES IN THE COMMUNITY BUSINESS DISTRICT (CBD).
LOCATION: 16659 E. 14 MILE ROAD, SUITE B, FRASER, MICHIGAN 48026

Members of the Zoning Board of Appeals:

We have reviewed the above referenced appeal for light industrial use in the community business district variance. This report provides our professional opinion about how the relevant sections of the ordinance that guide the ZBA's decisions apply to this requested variance. Please note that since this is a use variance request, per Sec. 32-226-A, a concurring vote of 2/3 of the members of the Board shall be necessary to approve the variance. Due to the vacancies, 2/3 of the current Board equals 4 out of 5 members.

VARIANCE REQUEST SUMMARY

The applicant, Trevor Tuller, proposes to utilize the existing storage building on site (shown below, right) for a light industrial use not otherwise permitted in the community business district (CBD). The subject site is shown below on the left. The applicant is requesting to use the accessory building situated in the same parking lot as Schott's Market for a powder coating company. Applicant states powder coating is non-hazardous and safe. There are no proposed changes to the building other than the addition of equipment to perform the job. There is a dumpster on site that will be utilized and no expected excessive noise for the adjacent residents.



HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
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ADMINISTRATIVE STATEMENT OF FACTS

Section 32-134-1 of the Fraser Zoning Ordinance regulates permitted uses in the CBD. Light industrial uses, such as a powder coating business, is permitted in the industrial restricted and industrial controlled district, as *“the manufacture, compounding, assembling, or improvement of articles or merchandise from the following previously prepared materials: canvas, cellophane, cloth, cork, feathers, felt, fiber, fur, glass, hair, leather, paper, plastics, precious or semi-precious metals or stones, shells, textiles, tobacco, wax, wire, wood and yarns or such other similar materials as approved by the planning commission”* (Sec. 32-143-1-d). These uses are not permitted in the CBD district thus a variance is being requested.

ZONING BOARD OF APPEALS VARIANCES AND BOARD ACTION RESTRICTIONS

The ZBA is a body of limited powers. §32-228 explains how Fraser administers variance requests. Where there are practical difficulties or unnecessary hardships in the way of strict enforcement of the zoning ordinance, the ZBA may grant appeals to vary or modify any zoning provisions that apply to dimensional standards like construction, structural changes in equipment, or alteration of buildings or structures. The ZBA's actions must uphold the zoning ordinance, secure public safety, and provide substantial justice for all property owners.

The ZBA must consider whether the property in question exhibits practical difficulty, like geographical or topographical conditions that impair its improvements without the modifications requested.

As described in §32-228(a)(2), the ZBA must find evidence of evidence that all the following facts and conditions of a. through d. exists, or e. or f. exists independently, to grant a variance. Our comments related to the proposal follow each clause in **bold**.

- a. That there are exceptional or extraordinary circumstances or conditions applying to the property in question or as to the intended use of the property that do not apply generally to other properties in the same zoning district.

The applicant has indicated that the building's design is meant for an industrial use. It has two 14-foot doors, no windows, showrooms, or places for a general customer facing business. It was built on the Schott's Market site and umbrellaed under the same zoning.

Planning notes that the parcel is irregular, and the building is also not typical of buildings found in the CBD.

- b. That such variance is necessary for the preservation and enjoyment of a substantial property right like that possessed by other properties in the same vicinity. The possibility of increased financial return shall not of itself be deemed enough to warrant a variance.

The applicant has stated that if the building will not be used as an industrial type use, it will remain vacant. Such variance would prevent the building from remaining vacant and thus contribute business to the city.

Planning notes that while it has sat vacant for the past couple years, this building is an accessory building, that was likely not originally intended to be leased.

- c. That the authorizing of such variance will not be of substantial detriment to adjacent property and will not materially impair the intent and purpose of this chapter or the public interest.

The applicant has indicated that the use of the building will not generate excessive noise or smell. It was also stated that the process is non-hazardous and extremely safe.

Planning notes the proximity of residential buildings along the rear lot line of the parcel. This may create a nuisance for the adjacent property owners.



The Building Official provided the following comments: *From the description, this is an accessory building to Schott's market. The proposed use is F-1, per MBC 2015. I noticed residential single family adjacent. I don't know if their type of operation would pose a noise or odor concern. Hours of operation? Would any work be done outside of building? Material storage?*

We defer to the applicant to provide answers to the Building Official's comments.

Public Safety also provided the following comments: *Based on the information provided by the applicant, the business would involve the use of an oven. Chapter 30 of the International Fire Code covers the topic of Industrial Ovens. More information would be required by the Department of Public Safety as to the class of oven that would be utilized by this business and ensuring that adequate fire protection will be in place based on this.*

If approved, the applicant will be subject to Fire Code compliant fireproofing.

- d. That the conditions or situation of the specific piece of property, or the intended use of the property for which the variance is sought, is not of so general or recurrent in nature as to create a general rule for such condition or situation.
There are no other such buildings in the surrounding area that could be utilized for the requested use, therefore I believe granting a variance would not create a general rule applicable to other properties.

or

- e. That the modification to setback, location, site or building requirements is sponsored by the Planning Commission for a specific proposal that benefits the City by providing better design or efficient use of the site or results in a more creative development (all fees to be paid by the applicant).

The Planning Commission did not sponsor this proposal as a part of a site plan and/or special land use approval.

or

- f. That phasing of required site plan improvements may be warranted because the cost of such improvements is relatively high in relation to the total cost of the applicant's development or addition. Planning Commission recommendations shall be required, together with a financial security in the amount of the deferred improvements.

The applicant cannot meet the zoning ordinance's standards through phasing or deferment; therefore, the scenario in subsection f. does not apply.



CONCLUSION

We recommend the ZBA consider the applicant's justifications of hardship to determine if a variance is warranted. Additional information brought forward by the Board, the applicant, and/ or during the public hearing should be incorporated into the record prior to the Board making any determination.

Please let me know if you have any questions. We will attend the ZBA meeting on March 7, 2024.

Respectfully submitted,

McKENNA

Alicia Warren
Assistant Planner

Lauren Sayre, AICP
Assistant Planner

cc: Applicant
Elaine Leven, City Manager
City of Fraser Building Official



City of Fraser

Building & Code Enforcement Department

NOTICE OF ZONING BOARD OF APPEALS HEARING

NOTICE IS HEREBY GIVEN that the City of Fraser Zoning Board of Appeals will meet on **Thursday, March 7, 2024**, at 7:00 p.m. in the Fraser City Hall Council Chambers at 33000 Garfield Road, located at the southeast corner of Fourteen Mile and Garfield Roads, Fraser, Michigan for the purpose of conducting a Public Hearing and making a decision on the following request:

<u>APPEAL #24-01:</u>	VARIANCE REQUEST / FRASER COATINGS, LLC
<u>BY REASON OF:</u>	SECTION 32-134-1, PROVISIONS PERTAINING TO PERMITTED USES IN THE COMMUNITY BUSINESS DISTRICT (CBD).
<u>PURPOSE OF REQUEST:</u>	TO OBTAIN A USE VARIANCE FROM ZONING ORDINANCE STANDARDS TO ALLOW A POWDER COATING BUSINESS, WHICH IS ALLOWED IN THE INDUSTRIAL RESTRICTED DISTRICT (IR), IN THE COMMUNITY BUSINESS DISTRICT (CBD).
<u>PROPERTY IN QUESTION:</u>	16659 E. 14 MILE ROAD, SUITE B, FRASER MICHIGAN, 48026

NOTICE IS FURTHER GIVEN that any interested person may appear and comment upon the proposed request in person, or by agent or attorney during the public hearing to be held on the date and time of the meeting. Pertinent information relating to the application may be reviewed at the Fraser Building Department during regular business hours which are 8:00 a.m. to 4:30 p.m., Monday through Friday at the Fraser City Hall, 33000 Garfield Road, Fraser, Michigan. Questions regarding the requested variance can be directed to the Planner, c/o Building Department at 586-293-3100. Written comments may be submitted to the Fraser Building Department at 33000 Garfield Road, Fraser, Michigan 48026, or email to the Building Department at zoning@micityoffraser.com up to 4:30 p.m. of the meeting date.

The City of Fraser will provide necessary, reasonable auxiliary aids and services to individuals with disabilities at the meeting upon four (4) days' notice to the Building Department at the phone number set forth above.



CITY OF FRASER
APPLICATION FOR APPEAL
ZONING BOARD OF APPEALS

Office Use Only

APPEAL # _____

DATE OF MTG. _____

DATE REC'D _____

RECEIPT #: _____

CIRCLE ALL THAT APPLY:

VARIANCE

APPEAL

TEMPORARY

INTERPRETATION

GENERAL LOCATION OF PROPERTY:

ADDRESS 16659 B e 14 Mile Rd CROSS STREETS: 14 & Utica

LEGAL DESCRIPTION (Lot number, subdivision, metes/bounds or attach on a separate sheet):

03-11-31-478-025

BASIS FOR REQUEST: (Hardship or practical difficulty imposed by Ordinance):

Practical difficulties imposed by ordinance & hardship

SECTION OR ORDINANCE INVOLVED: Zoning

ZONING DISTRICT OF PROPERTY: General Business District

APPLICANT

NAME AND ADDRESSES OF PARTIES OF INTEREST AND/OR APPLICANT SETTING FORTH THE LEGAL INTEREST IN SAID PREMISES:

APPLICANT: Trevor Tuller

ADDRESS: 16711 Erin, Fraser Mi 48026

PHONE: 248-515-9616 INTEREST: Partner

APPLICANT: Patrick Green

ADDRESS: 16630 Kingston, Fraser Mi 48026

I (We) hereby request a hearing on the above-mentioned matter before the City of Fraser Zoning board of Appeals. The undersigned swear(s) the foregoing statements and answers herein contained and accompanied information and data are in all respects true and complete. I (we) grant permission to Members of the Zoning Board of Appeals and to the City of Fraser Administration to enter the land in order to view the outside premises in preparation for hearing our case.

Signature of Applicant: [Signature] Date: 2-13-24

Signature of legal property owner (if not applicant): [Signature] Date: 2-13-24

Specifics for the request for a Use Variance at 16659B E 14 mile rd

The request for a use variance on this building is due to the building's design in nature being a light industrial use. This building is set back hundreds of feet from other buildings in a parking lot, surrounded on most ends by new 8 ft privacy fence. There are two 14-foot doors, and the building was intended to be used as a light industrial practice when originally built. It sits on the same parcel as Schotts Market and was never separated, which caused the zoning of the market to umbrella over this shop. This building cannot exist as anything other than a light industrial setting due to its design nature from the get-go. There is no windows, showroom or places for general customer facing business. The request is due to Hardship under the premise that it cannot be used in a light industrial capacity, the building would sit vacant instead.

The company which my associate Patrick Green and I founded and wish to operate out of the shop is called Fraser Coatings LLC, which is a powder coating company. Powder coating is a durable finish you can apply to metal to strengthen and protect it against rust and other corrosion. Almost anything you interact with that isn't painted metal on a daily basis is powder coated. Many everyday items such as chair legs, metal cabinets, and things like car wheels are all commonly powder coated. This is a part time venture we are starting as a passion project for quality work and customizing cars and motorcycles. There are tens of thousands of color options for powder coat including every color under the sun, and an array of finishes from chrome, metallic flake, and hammered/textured finishes.

The best part about this process is it's extremely safe and not hazardous at all. It's as simple as sand blasting a part, and then using a low voltage electric current to charge the piece. The powder then sticks to the piece in a perfectly uniform layer without the need for paint or chemicals. Then you bake the part in an oven like the one in your home, but bigger, for about 10 minutes. All these stations to perform this process is housed inside the shop and will be installed safely and up to the standards of code, in a very clean environment.

Waste disposal is another concern of most light industrial areas. Since the products we are working with are not chemical in nature and not hazardous or harmful, they are 100% safe to be thrown away in the dumpster already on site per the manufacturer. Noise is also always a concern too, but the procedures we perform are extremely quiet. We are also taking measures to ensure that all neighbors are pleased with our appearance and operation.

Overall, Pat and I are both Fraser residents. I have been here for 6 years now and have become extremely passionate about Fraser. We want to work and live in this great city, plus also help contribute and bring people in!

Trevor Tuller
Fraser coatings LLC

Planning Commission and Zoning Board of Appeals

2023 Annual Planning and Zoning Report to City Council

City of Fraser, MI

INTRODUCTION AND PURPOSE OF THE ANNUAL PLANNING REPORT

As required per the Michigan Planning Enabling Act (MPEA) Act 33 of 2008, as amended, the Planning Commission shall submit a report of its 2023 activities to the Fraser City Council.

“A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”

In addition to fulfilling this requirement, the Annual Report increases information-sharing between staff, boards, commissions, and the governing body and assists with these entities with anticipating, preparing, and budgeting for upcoming priorities.

PLANNING COMMISSION MEMBERSHIP

The following citizens dedicated their time to serving the City of Fraser as Planning Commissioners in 2023:

- Kathy Czarnecki, Chairperson
- Joann Barr
- Frank Farina, ZBA Liaison
- John Keil, Secretary
- Renee Meyer
- Randy Warunek
- Kenny Perry, Vice Chairperson (former)

PLANNING COMMISSION MEETINGS

The Fraser Planning Commission met eleven times in 2023. This meets and exceeds the requirements of the MPEA, which requires a minimum of four meetings annually.

1. Wednesday, January 4, 2023
2. Wednesday, February 1, 2023
3. Wednesday, March 1, 2023
4. Wednesday, April 5, 2023
5. Wednesday, June 7, 2023
6. Wednesday, July 17, 2023
7. Wednesday, August 2, 2023
8. Wednesday, September 6, 2023
9. Wednesday, October 4, 2023
10. Wednesday, November 1, 2023
11. Wednesday, December 6, 2023

ZONING BOARD OF APPEALS MEMBERSHIP

The following citizens dedicated their time to serving the City of Fraser as Zoning Board Members 2023:

- Mark Burley
- Joseph Chimenti
- Frank Farina, Chairperson, PC Liaison
- Matthew Goodell
- Rosanne Menendez, Secretary
- Mark Stimac, Chairperson (former)
- Michael Lesich, Vice Chairperson (former)

ZONING BOARD OF APPEALS MEETINGS

The Fraser Zoning Board of Appeals met ten times in 2023.

1. Thursday, January 5, 2023
2. Thursday, February 2, 2023
3. Thursday, April 6, 2023
4. Thursday, May 18, 2023
5. Tuesday, June 20, 2023
6. Thursday, July 20, 2023
7. Thursday, August 3, 2023
8. Thursday, October 5, 2023
9. Thursday, November 2, 2023
10. Thursday, December 7, 2023



2023 in Review

The following tables outline the various development reviews (site plan, special land use, etc.) considered by the Planning Commission and variances that were considered by the Zoning Board of Appeals in 2023. Variances are reported to reflect on potential challenges or obsolete regulations within the existing Zoning Ordinance, and to possibly inform future direction for the Planning Commission.

DEVELOPMENT REVIEWS

City ID	Project Type	Location	Description	Status	Date
SP 22-08	Site Plan Amendment Review	31475 Utica Road, Devon Storage	Request to convert existing building into self-storage space and construct nine drive-up storage buildings.	Approved	June 7, 2023
SP 22-03	Site Plan Amendment Review	33180 Groesbeck Highway	To modify the façade of an existing multitenant building and adding a wrought iron fence on the north side of the property.	Approved	June 7, 2023
SP 23-01	Site Plan Review	33060 Groesbeck Highway, Dairy Queen	To convert an existing building formerly occupied by Dairy Queen into commercial office space.	Withdrawn	July 28, 2023
SLU 23-01	Special Land Use / Site Plan Review	31000 Groesbeck Highway	To operate an auto repair shop in the CG, Commercial General District.	Approved, Withdrawn	September 6, 2023
SP 23-02	Site Plan Amendment Review	31401 Groesbeck Highway, Popeyes	To renovate existing drive-through for Popeye's restaurant by obtaining a Nonconforming Class A status.	Approved	October 4, 2023
SP 23-03	Site Plan Review	32660 Utica Road, Car Wash	To convert an existing car wash into a 3-unit strip mall.	Approved	November 1, 2023
SP 21-08	Site Plan Review	34400 Utica Road, Hockeyland / Big Boy	To amend original site plan approval to remove reference to shared parking agreements with specific entities.	Approved, with conditions	October 4, 2023

ZONING APPEALS

City ID	Project Type	Location	Description	Status	Date
ZBA 22-05	Dimensional Variance	16841 Fourteen Mile Road, Smokey Joe's	To exceed the allowable wall sign area in Community Business District (32 sq. ft. allowed, 69.69 sq. ft. requested, 59.5 sq. ft. approved)	Approved, with conditions	May 18, 2023
ZBA 23-01	Dimensional Variance	31475 Utica Road, Devon Storage	To reduce the minimum side yard setback from 100 ft. to 59.1 ft.	Approved, with conditions	May 18, 2023
ZBA 23-02	Dimensional Variance	34835 Utica Road, Meijer	To exceed the allowable signs in Commercial General District (2 signs allowed, 5 requested) and exceed the allowable wall sign area (96 sq. ft. allowed, 175.93 sq. ft. requested)	Approved	June 20, 2023
ZBA 23-03	Dimensional Variance	17157 Anita Road	To reduce the side rear from 30 ft. to 10 ft. and the side setback from 5 ft. to 3 ft.	Denied	August 3, 2023
ZBA 23-04	Dimensional Variance	32660 Utica Road, Car Wash	To reduce the front parking setback from 70 ft. to 35.44 ft.	Approved, with conditions	October 5, 2023
ZBA 23-05	Dimensional Variance	31471 Utica Road, Monticello	To increase the maximum sign area within the prohibited vertical dimensions of 4 ft. and 10 ft.	Postponed until Jan. 2024	TBD 2024



ZONING ORDINANCE UPDATES

Ordinance Section	Overview	Status
Sec. 32-221, 223 (Article 14)	To authorize the City Council to appoint two (2) alternate members to serve on the Zoning Board of Appeals in the absence of a regular member.	Adopted April 2023
Sec. 32-85 (Article 5)	To update the Sign Ordinance to bring it up to current practices and ensure compliance with recent Federal legislation.	Ongoing

ZONING ADMINISTRATION

The following section provides a high-level overview of the daily zoning administration activities. Below is a table of permits issued in 2023, which includes building, mechanical, plumbing, etc. as well as zoning related permits.

2023 Permits

Permit Type	Permits Issued	Permit Type	Permits Issued
Electrical	128	Furnace	28
Mechanical	91	Sign	25
Plumbing	70	Roof (House & Garage)	19
Roof	61	Generator	15
Re-Connects	55	Windows	14
Fence	50	Air Conditioner	13
Concrete	45	Sewer Repair	11
Water Heater	36	Shed	9
Furnace & AC	32	Other	235
Total		937	

In 2023, there were a total of **480** enforcements issued. Frequent enforcements were due to lawn maintenance, blight/nuisance, illegal signage, and zoning violations.

Additionally, the following inquiries were made frequently. This may indicate a need to update various sections of the Zoning Ordinance.

- Duplexes and accessory dwelling units
- Driveway expansion
- Marijuana retailers
- Food trucks



LOOKING AHEAD: 2024 WORK PLAN

By preserving what Fraser already has, and enhancing those elements that can be improved, the city can continue to afford residents and visitors with a high-quality place to live, work and play.

In the coming year, the following are additional projects the Planning Commission may undertake:

MASTER PLAN IMPLEMENTATION

Some of the high priority implementation projects as outlined in the 2021 Master Plan include the following:

- **Establishment of a Downtown Development Authority (DDA).**
- **Business attraction and retention efforts.** The Planning Commission will support business retention and attraction in whatever ways most feasible in 2024. This includes exploring enrollment in the Redevelopment Ready Communities program run by the Michigan Economic Development Corporation.
- **Implementation of new districts** (and revisions to existing districts) such as Flex Corridor Overlay District and Central Business District (Core and Fringe).
- **Continuing to develop and maintain the City's sidewalk network.** Throughout the course of 2024, the Planning Commission may encourage the construction and/or repair of sidewalks, especially along major thoroughfares.

ORDINANCE UPDATES

In 2024, one of the Planning Commission's work program priorities will include necessary Ordinance updates to address current issues and begin to modernize the Zoning Ordinance.

- **Sign regulations**
Continue to update the Sign Ordinance to reflect current best practices and compliance with Federal legislation.
- **Mobile vendor ordinance**
Address gaps/confusion regarding regulation of temporary uses, specifically food trucks.
- **Driveways and lot coverage**
Address lack of regulations specifying maximum lot coverage for paved surfaces, as well as clarify driveway expansion regulations. Additionally, exploring permeable material allowed for parking and driving areas.
- **Transparency Requirements**
Update building transparency requirements. The Planning Commission conducted research in 2022 regarding building transparency requirements in surrounding communities. These findings should be used to update the building transparency requirements in the Zoning Ordinance.





Monthly Planning & Zoning Report

For February 2024

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 SLU 24-01	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. Temporary CofO granted until January 1, 2024. Extensions granted to January 17, 2024, February 16, 2024, and March 16, 2024. SLU modification to be determined at the March 6, 2024 PC Meeting.
SLU23-01 31000 Groesbeck Hwy	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. Applicant Withdrew
SP23-03 / ZBA23-04	Site plan to convert a coin-operated car wash into a 3-unit commercial strip mall.	Preliminary site plans reviewed.



PROJECT # / ADDRESS	SCOPE	STATUS / NEXT STEPS
32660 Utica Road Strip Mall	Variance request to reduce the front setback from 70 ft to 35 ft.	Applicant contacted for revised site plans. Variance request for front parking setback reduction granted for October 5, 2023 ZBA. Conditionally approved by Planning Commission on November 1, 2023. Final site plans approved by Planning and Zoning. Pending engineering and building review. Applicant applying for demolition permits.
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	Approved at the January 18, 2024 ZBA Meeting. Sign permit obtained. New sign constructed.
RZ23-02 32981 & 32875 Utica Road Sheetz	Conditional rezoning from CBD to CG to operate a gas station and fast food restaurant.	Public hearing at the January 3, 2024 Planning Commission Meeting. Planning Commission recommended denial of conditional rezoning to City Council at January 3, 2024 Planning Commission Meeting. Sheetz to return after conditional rezoning agreement is drafted. City Council to grant approval or denial of conditional rezoning TBD. Tentatively April or May.
ZBA24-01 16659, Suite B, E. 14 Mile Road Schott's Market – Storage Building	Use variance to operate a light industrial use in the community business district (CBD).	Public Hearing at the March 7, 2024 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 January