

1 CITY OF SOUTHFIELD  
2 REGULAR MEETING OF THE PLANNING COMMISSION  
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5 The PLANNING COMMISSION MEETING,  
6 Taken at 26000 Evergreen Road,  
7 Southfield, Michigan,  
8 Commencing at 6:30 p.m.,  
9 Wednesday, March 27, 2019,  
10 Before Earlene Poole-Frazier, CSR-2893.

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1 COMMISSIONERS:

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3 STEVEN HUNTINGTON, Chair

4 DONALD CULPEPPER, Commissioner

5 DR. LATINA DENSON, Commissioner

6 JEREMY GRIFFIS, Secretary

7 ROBERT MARTIN, Commissioner

8 JACQUETTA MIAH, Vice Chair

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10 Terry Croad, Director of Planning Department

11 Kyle Bryce, Planning Department

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1 Southfield, Michigan

2 Wednesday, March 27, 2019

3 6:30 p.m.

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5 MR. HUNTINGTON: Okay. I'd like to call  
6 this meeting to order. Can we all please stand for  
7 the Pledge of Allegiance.

8 (Pledge of allegiance recited at 6:30 p.m.)

9 MR. HUNTINGTON: Roll call, please.

10 MR. CROAD: Mr. Willis is excused.

11 Ms. Denson? Commissioner Denson?

12 DR. DENSON: Present.

13 MR. CROAD: Commissioner Culpepper?

14 MR. CULPEPPER: Present.

15 MR. CROAD: Commissioner Huntington?

16 MR. HUNTINGTON: Present.

17 MR. CROAD: Commissioner Griffis?

18 MR. GRIFFIS: Present. Commissioner Martin?

19 MR. MARTIN: Here.

20 MR. CROAD: Commissioner Miah?

21 MS. MIAH: Present.

22 MR. CROAD: You do have a quorum to conduct  
23 business.

24 MR. HUNTINGTON: Thank you. Can we have  
25 approval of the agenda, please?

1 MR. CULPEPPER: To the Chair?

2 MR. HUNTINGTON: Yes.

3 MR. CULPEPPER: I so move that the agenda be  
4 approved as written.

5 MS. MIAH: Second.

6 MR. HUNTINGTON: Approved by Commissioner  
7 Culpepper, seconded by Commissioner Miah. All in  
8 favor?

9 (All stated aye.)

10 MR. HUNTINGTON: The agenda is approved as  
11 stated. Any announcements, communications?

12 MR. CROAD: Not at this time.

13 MR. HUNTINGTON: Okay. First under public  
14 hearing, we have PZR19-0001.

15 MR. CROAD: Per the Chair, at the request of  
16 the petitioner on behalf of Forgotten Harvest, they  
17 have withdrawn their application. This was already  
18 previously advertised, that's why it's on the agenda  
19 still, but they will not be moving forward.

20 MR. HUNTINGTON: Okay. So PZR19-0001 will  
21 be withdrawn. Next on the agenda is PSLU19-0002.

22 MR. CROAD: Through the Chair, PSLU19-0002  
23 is a Zoning Ordinance Text Amendment to amend Title V,  
24 Zoning and Planning, Chapter 45, Zoning, Code of the  
25 City of Southfield, by amending Article 4, General

1 Requirements, to add a new section 5.22-3-1, RUDD,  
2 Residential Unit Development Districts, and to amend  
3 Article 5, Single-Family Residential Section 5.62-A,  
4 to add Small Event Venues as a Special Land Use, and  
5 other amendments as needed.

6           These text amendments specifically address  
7 adding a new overlay district for residential  
8 development of various vacant school district  
9 properties in the city, including amending the Zoning  
10 Map to identify Residential Unit Development eligible  
11 District areas, and allowing for the use of  
12 residential structures and properties as small event  
13 venues, subject to specific conditions, and other  
14 revisions as may become necessary for the City of  
15 Southfield.

16           The first part of this is, similar to our  
17 Overlay Development District, which has worked well in  
18 the city for non-residential areas, we currently have  
19 six vacant school sites throughout the city, and we  
20 have developed regulations to allow for the adaptive  
21 reuse of these school sites, should the right  
22 development come into play, to provide for repurposing  
23 as multiple family and additional single family or  
24 attached single family, to provide a variety of  
25 housing options, and to discourage blight and charter

1 schools.

2           There are six potential eligible sites, so  
3 we're asking for a recommendation on the regulations  
4 that allow and that will regulate a residential unit  
5 development district, but we're only creating the  
6 eligibility in six potential areas in the city. Each  
7 specific site would have to come through the RUDD  
8 process, should the appropriate development be  
9 identified. They include the former John Grace  
10 School, the former Eisenhower school, the former  
11 Leonhard school, the former Northbrook school, the  
12 former McKinley school, and the former Brace-Lederle  
13 schools.

14           These are examples of existing conditions  
15 and aerials of McKinley and John Grace, just to show  
16 the potential of adaptive reuse of these buildings.  
17 And there's a number of regulations that we're  
18 proposing. A schedule of regulations. Eligibility  
19 requirements include they have to provide a  
20 recognizable benefit to the city. There's a minimum  
21 of 3.75 acres of contiguous land. We're going to look  
22 at the use of public services, compatibility with the  
23 Future Land Use Plan, economic impact, the amount of  
24 usable open spaces provided, whether or not there's  
25 unified control of ownership, and then any legal

1 documentation that may be required.

2 Design standards: First of all, you have to  
3 be in an eligible RUDD Overlay District. Permitted  
4 uses include any residential land use, including  
5 multiple family. So single family could be developed,  
6 attached residential could be developed, or multiple  
7 family. And any accessory buildings, including but  
8 not limited to rental offices, community buildings,  
9 non-commercial golf courses, public libraries, parks,  
10 and nature preserves.

11 The density will be based on the setbacks  
12 that are established, the Future Land Use Plan, and  
13 other Ordinance standards. Where we do not modify the  
14 underlying district, then the underlying zoning  
15 requirements will stay in place. This is to provide  
16 regulatory flexibility from the strict letter of the  
17 law under strict zoning district. It would not allow  
18 for mix of uses of residential uses.

19 We have a minimum 25 percent open space that  
20 that would be made part of the project. Frontage and  
21 access, promotion of natural -- preservation of  
22 natural features, underground utilities, and any other  
23 additional considerations on a site by site basis that  
24 the Planning Commission and the city feels are  
25 necessary, but not limited to stormwater management,

1 green infrastructure and noise reduction.

2 The procedures would be similar to an  
3 amendment, a Zoning amendment within the Zoning  
4 Ordinance with the specific designation of a RUDD. A  
5 master Development Agreement and Plan would be  
6 established at that time, and the Planning Commission  
7 would make a recommendation to City Council. City  
8 Council would have the final approval. And this also  
9 could be developed over a series of phases. So they  
10 might come and get the RUDD in place with a Phase I,  
11 and then they would come back for future phases on the  
12 site -- site plan basis.

13 So in summary, the development standards and  
14 requirements, with respect to review and approval,  
15 include conformance with the RUDD concept,  
16 compatibility with adjacent uses, the protection of  
17 the natural environment, compatibility with the Future  
18 Land Use Plan, and compliance with applicable  
19 regulations. Phasing, area, height, bulk, and  
20 placement requirements is established through the  
21 process and general development standards.

22 Now, when we adopted the Future Land Use  
23 Plan and Sustainable Southfield, we did get feedback  
24 from the school district when they were looking long  
25 term on what they could do with their vacant school



1 sites. And we just discussed as an option multiple  
2 family and adaptive reuse. So again, this does not  
3 force the school district into doing anything  
4 different. Education and single family are still  
5 permitted, it's just if they identify the right  
6 developer or the right development, it gives them the  
7 eligibility to apply for this district. And with  
8 that, you can open up the public hearing, and I'll be  
9 happy to answer any questions.

10 But before we get to that, I just realized  
11 this was a two-parter. The second amendment that's  
12 being proposed is to allow for small event venues as  
13 special land uses within the single-family district  
14 when they meet specific guidelines. The site has to  
15 be at least an acre.

16 We chose this site located at 23410 West  
17 Twelve Mile as a case study. This was a former  
18 farmhouse and barn. The farmhouse was condemned. It  
19 had to be demolished. The barn cannot sit on the site  
20 as a principal use on its own, and we are trying to  
21 look for adaptive reuse of the barn and provide for a  
22 reasonable alternative for the use of the barn without  
23 having the barn torn down, or requiring a  
24 single-family house to be built. So this is being  
25 used as a case study in how a small event venue may be

1 applied to some of our historic sites. Similar to  
2 what we did with the bed and breakfast. We were  
3 trying to save the McDonnell House and provide an  
4 option, the bed and breakfast regulations, this is a  
5 similar type of approach.

6 The small event venue, the maximum building  
7 size would be 3,000 square feet of first-floor area.  
8 A minimum of one acre of land is required. The  
9 maximum building height is 30 feet. Must be located  
10 on a major thoroughfare. Parking shall be required in  
11 accordance with our car-off street parking  
12 requirements. However, since this is a residential  
13 character and we're trying to preserve the character  
14 of the farm, the city can allow for parking lots. The  
15 barrier-free parking spaces would be paved. But  
16 instead of having a third of the area paved, we can  
17 work with the city engineer and have some permeable  
18 material put down for parking. We don't see these  
19 types of uses being used everyday, or possibly even on  
20 a year-round basis. They may be limited to certain  
21 engagements throughout the year.

22 Outside storage shall be prohibited. The  
23 hours of operation will be subject to each special  
24 land use conditions. Temporary outdoor activities may  
25 be permitted, subject to special use conditions. Any

1 new building shall be setback a minimum of 30 feet  
2 from all property lines. And a six-foot tall  
3 residential fence or unpierced masonry wall shall be  
4 provided on all sides adjacent to residential  
5 districts. And we provided the flexibility of a  
6 residential fence just because by putting up a six or  
7 eight-foot tall masonry wall might actually do more  
8 harm in detracting from the residential character than  
9 providing the necessary separation in noise barriers.

10 Driveway approach must be acceptable to the  
11 city engineer and the road commission. On-site  
12 barrier-free spaces and access aisles are to be  
13 asphalt, as I stated. And the access aisles have to  
14 be the accessible access route. And all other site  
15 requirements will be subject to our current  
16 landscaping, stormwater, and pedestrian circulation in  
17 the Zoning Ordinance.

18 So with that, I'll sit down and let you open  
19 the public hearing.

20 MR. HUNTINGTON: Okay. Thank you, Mr.  
21 Croad. Okay. This is a public hearing, if there's  
22 anyone that would like to come to the podium and  
23 speak, come on forward.

24 Okay. Seeing none, I will close the public  
25 hearing and turn it over to the Commissioners. Anyone

1 have any statements or comments about the RUDD?

2 MR. CULPEPPER: To the Chair?

3 MR. HUNTINGTON: Commissioner Culpepper?

4 MR. CULPEPPER: Yes. Thank you, sir. As we  
5 discussed in our study session, I like this, because  
6 what we're doing, to me, is being proactive. We have  
7 six schools that's vacant, and we don't want those  
8 schools to turn into a blight any worse than it is.  
9 So by being proactive and setting up something that  
10 could be used for housing or whatever, I think it's  
11 good. And the good thing about it is, if the schools  
12 decides to do something with that school, they still  
13 have the right to do it. So we're not taking that  
14 right away from the school, but we're just opening it  
15 up for petitioners or somebody that may want to come  
16 in and do something. So, you know, I think this is  
17 great. We're being proactive in setting something up  
18 to be being able to do something. So I like this.  
19 Thank you.

20 MR. HUNTINGTON: Okay. Thank you. Anyone  
21 else? Okay. Commissioner Denson?

22 DR. DENSON: Thank you. Question? How many  
23 sites do the city own and the school -- school board?

24 MR. CROAD: Well, my understanding is  
25 there's -- right now we're starting small with the six

1 potential sites. Of the six sites, four are owned by  
2 the school district, and I believe two of them are  
3 owned by the not-for-profit, the Southfield  
4 not-for-profit. So McKinley and John Grace are owned  
5 by the not-for-profit, and the other four sites are  
6 controlled by the school district.

7 DR. DENSON: Okay.

8 MR. CROAD: And it's likely, as I stated in  
9 the study session, that either McKinley or John Grace  
10 will happen first or possibly both of them. And if  
11 these are successful, then we've identified other  
12 areas in the city in the future we could add other  
13 eligible sites. But when we started in the Overlay  
14 Development District, we started small, and then we  
15 added additional eligible areas, as we had a couple  
16 successful developments take place.

17 DR. DENSON: And who is the developer for  
18 the nonprofit?

19 MR. CROAD: They haven't submitted anything  
20 yet, because they can't even start the process without  
21 this eligibility. And as each project comes to  
22 fruition, an application will be submitted, and we'll  
23 go through the same amendment process as you do for a  
24 traditional ODD. So each school site may have  
25 different developers. I just know that it's the

1 intent of the not-for-profit to start with either  
2 McKinley or John Grace. The school district has no  
3 plans for redeveloping their four parcels at this  
4 time. But they did, the previous supervisor had  
5 reached out to me through the Master Plan process  
6 about the possibility and eligibility in creating  
7 these multiple family residential district. It's the  
8 school district's prerogative, if they want to take  
9 advantage of this. This just allows the eligibility  
10 and eliminates one step in the process, should they  
11 find the right developer or should they want to  
12 develop this on their own.

13 DR. DENSON: Thank you.

14 MR. HUNTINGTON: Commissioner Miah?

15 MS. MIAH: He just took my remark. I was  
16 just going to ask about how receptive -- for the  
17 viewing public, I was just going to ask how receptive  
18 was the school board in regards to this. But he  
19 already answered.

20 MR. HUNTINGTON: Okay. Thank you.  
21 Commissioner Griffis?

22 MR. GRIFFIS: I've got a lot of comments on  
23 this, because they're really interesting items to me.  
24 The small event venue I think makes a lot of sense.  
25 It's just necessary to have flexibility to reserve

1 some of these unique properties and make financial  
2 sense of them, if it is at all possible in the future.  
3 The RUDD is a really interesting and necessary idea to  
4 redevelop, to have flexibility and creativity. Always  
5 a fan of adaptive reuse of a building, if at all  
6 possible. And what's really nice, and these two site  
7 plans are perfect examples, if you just take the  
8 building on the left, it's a really cool looking  
9 historic, or my left, the McKinley building, the  
10 historic looking school, perfect candidate for  
11 adaptive reuse, and almost half your site could be set  
12 up as new construction. And that mix allows huge  
13 flexibility of unit type, you can do multifamily  
14 dwellings at all different price points. You can  
15 really bring together many different people from the  
16 city and provide really the housing type that there's  
17 not a lot of this, quote, unquote, huge mix in housing  
18 types. And it just provides flexibility for moving  
19 into the future, and every other city around us is  
20 already doing this. So it's necessary, exciting, and  
21 provides a lot of flexibility.

22 I drive by McKinley every morning on my way  
23 to the office, and I look at that building and try to  
24 think of, figure out what I could do with it. There  
25 is going to be some potential to redevelop that site,

1 and it's going to be really interesting.

2 The other thing is the flexibility is the  
3 key. It always -- it always makes the project come  
4 into the Planning Commission for review. And you can  
5 really ask for nicer developments and give and take a  
6 little bit, preserve some open space, maybe put the  
7 buildings together and it would be typical. Still the  
8 overall density makes sense and provide some  
9 transition between the neighborhoods and different  
10 housing types that are there.

11 I would be curious how much money is being  
12 spent or wasted just to preserve a building that is  
13 not in use, and you're talking ten, 20-acre sites of  
14 really how much money that does cost to sit and wait  
15 without a plan. I don't think any of us can answer  
16 that right now. But I love the adaptive reuse of  
17 development districts, and I think they've proven very  
18 successful already with the commercial ones.

19 MR. CROAD: Through the Chair, if I could  
20 respond with a couple comments.

21 MR. HUNTINGTON: Okay.

22 MR. CROAD: If you look at McKinley or John  
23 Grace, they're just over four acres. If you look at  
24 how many single-family houses could be under the  
25 current zoning is minimal, and the cost to tear the



1 buildings down and develop a new infrastructure, new  
2 building, the price point, you could make it work  
3 economically. Then there's our long-term goal of  
4 sustainability and trying to reduce tearing historic  
5 buildings down in particular and putting them in  
6 landfills. And I think that each of these school  
7 sites would be a hybrid. I think part of the  
8 buildings will be preserved for multiple family and  
9 higher density, and there will be new construction as  
10 well.

11 And then to Mr. Griffis' point, we have to  
12 provide a variety of housing options as our  
13 demographics change and they get older. And I know  
14 that one of the two school sites is geared toward  
15 senior housing, because there's actually a waiting  
16 list at McDonnell Towers for senior housing. The  
17 other one is scheduled for market rate. And I think  
18 if we're going to continue to attract young families,  
19 empty nesters, kids out of college, we've got to  
20 provide different housing options that people want to  
21 live in. Not everybody wants the mortgage and the  
22 large yard to take care of nowadays. And if you head  
23 west or northwest, there's a huge construction boom  
24 for residential, and we're being passed over.

25 So if we want to continue to be competitive

1 as a city and try to stay in front of the changing  
2 demographics, we have to be flexible and at least  
3 provide for the redevelopment. We can't force anybody  
4 to do this, but if the regulations aren't in place,  
5 we'll never have anybody coming to us to see if this  
6 can work.

7 MR. HUNTINGTON: Thank you. Commissioner  
8 Miah?

9 MS. MIAH: Yes. Part two of the project, as  
10 far as Twelve Mile, do you see where there would be  
11 any adverse reaction or problems with Chanticleer and  
12 the Woodland Wildbrook area as far as the barn?

13 MR. CROAD: We never know. But part of the  
14 reason we're doing the special land use is because it  
15 allows for public input. And one of the reasons why  
16 we say these properties have to be on a major  
17 thoroughfare so they don't get developed in the  
18 anterior of a major subdivision, so the character can  
19 be preserved. And I think with the special land use  
20 operations, we can limit hours of operation, intensity  
21 of use. It doesn't benefit anybody whether you live  
22 in a single-family home or a multiple family to have a  
23 vacant, dilapidated building sitting next to you. And  
24 we are trying to preserve our heritage in an adaptive  
25 way. And I think I mentioned to you I attended my

1 first barn wedding up in Marquette. And, you know,  
2 most of the days of the week it looks like a farm and  
3 operates and acts like a farm, but on the weekend they  
4 have these special events. It's a unique experience,  
5 and it's a special way to help preserve our heritage.  
6 Farming, especially in the urban cities have gone  
7 through a lot of changes. And this is, again, an  
8 adaptive way.

9 Just down the street we had a historic  
10 farmhouse and barn torn down for a conventional  
11 four-unit development. And we're losing these  
12 historic sites. So we want to provide innovative ways  
13 that's also respectful of the neighboring residential  
14 areas and try and find a compromise.

15 MS. MIAH: Thank you.

16 MR. HUNTINGTON: Anyone else? Commissioner  
17 Culpepper?

18 MR. CULPEPPER: Thank you, to the Chair.  
19 Terry, the small event, I think it's a good idea if  
20 you're talking four. To me, it's something unique.  
21 We want to get away from trying to tear down  
22 historical buildings. Just like you said we did with  
23 McDonnell House, turning it into a B & B, which is  
24 great. And I heard you say it, and also Commissioner  
25 Griffis had gone to a wedding up North and they used

1 the barn as a wedding venue. So I think it's  
2 something different, we've got the Noah, when they're  
3 giving stuff over there. That's high class. But as  
4 Commissioner Miah said about the residents, this is  
5 open. So it will give them a chance to voice their  
6 opinion on what they want to say. But this something  
7 I think is a selling point. It's unique, it's  
8 different, and the only, not drawback, the only issue  
9 to me would be the parking, bringing the cars in and  
10 parking on the, I guess, grass rather than gravel.  
11 And as you said, the building commission can give us  
12 something on that. But this would be great. I really  
13 think this would be selling a point, that you have  
14 different affairs in a barn. It gives you that urban  
15 look. So I like that, also.

16 MR. CROAD: If I could add, we used that as  
17 a case study. That barn would be limited to a maximum  
18 occupancy of 49 people. So if you had a typical two  
19 or three person per car, you're talking 20 cars.  
20 You're talking hours of -- hours can be limited. This  
21 is not a 225 person wedding venue, this is a maximum  
22 of 49, based on building occupancy, number of  
23 restaurants and so forth. And that's a number given  
24 to us by the building official.

25 MR. HUNTINGTON: Okay. Good. Commissioner

1 Griffis?

2 MR. GRIFFIS: Just one more little thing on  
3 the adaptive reuse and all the different funding  
4 sources that are going to have to meld together. I  
5 heard the word nonprofit be mentioned. It definitely  
6 can't be a nonprofit only or a for profit only or  
7 usually is not a nonprofit only scenario, it's another  
8 perfect application to have this group has a strength  
9 for profit and they can peaceably coexist on the same  
10 site, and they might need to coexist on the same site  
11 to get your asbestos removal credits and all the  
12 funding sources that are out there. There's just a  
13 lot of -- it's going to cost more than it's going to  
14 be worth, or chances are it's going to cost more than  
15 it's going to be worth, but with this teamwork and  
16 teaming up with nonprofits and for profits, it  
17 really -- it's going to bring in all the different  
18 types that have to happen to make the project happen.

19 MR. HUNTINGTON: Thank you.  
20 Commissioner Culpepper?

21 MR. CULPEPPER: To the Chair, Terry, this is  
22 directed to you, I guess. I understand with the two  
23 nonprofit schools it wouldn't be an issue if they got  
24 a petitioner to come in to want to do something with  
25 the property. My question to you is that we know at

1 this point in time the school has decided not to  
2 engage in this and do anything. My question is, since  
3 they still have ownership of it, what happens if a  
4 petitioner comes in to your office and want to do  
5 something with those four schools that's not  
6 nonprofit, do they then have to go to the school  
7 board, because the property's theirs?

8 MR. CROAD: Of course. The school district  
9 owns the property and they have control, they don't  
10 have to give consent for the developer, unless they're  
11 in partnership or they want to sell the property. I  
12 know that recently they had these parcels on the open  
13 market for sale.

14 MR. CULPEPPER: Couldn't sell it.

15 MR. CROAD: And then they pulled back.

16 MR. CULPEPPER: Right.

17 MR. CROAD: I know, for example, a large  
18 grocery store was interested in one of the school  
19 sites. I don't think that is an adaptive reuse of the  
20 school, and I think it would cause more consternation  
21 on the adjacent residents than adaptive reuse of the  
22 existing building. So this does not force the school  
23 district into anything, other than it gives them  
24 another option. As land owners, they have the right  
25 to take advantage of this or not. It doesn't take

1 away from their underlying use as a school or for  
2 single-family residential. As I stated, it just gives  
3 them the eligibility, should they find the right  
4 developer where they want to develop on their own to  
5 move forward. And it's not limited to either  
6 not-for-profit or for profit, I'm just saying that I'm  
7 aware that the Southfield Not-for-profit Housing Board  
8 is interested in possibly moving forward with one or  
9 both of those sites, as identified by McKinley and  
10 John Grace.

11 MR. CULPEPPER: Okay. Thank you.

12 MR. HUNTINGTON: Thank you. Anyone else? I  
13 just want to say I want to applaud the Planning  
14 Department for just thinking outside the box. The  
15 whole purpose of the RUDD is to encourage imagination.  
16 Something like this, a good architect and, you know,  
17 building team could really let their imagination run  
18 wild. It's so many possibilities in as far as design.  
19 And it's also a very efficient use of the land. So  
20 we're talking about beautifying the area and  
21 providing, you know, greater flexibility into the  
22 neighborhood. So I'm looking forward to it, hope this  
23 passes and we can move forward with it. Okay.

24 Can I have a motion, please? Well,  
25 actually, I guess, I need to hear the planner's

1 recommendation.

2 MR. CROAD: Well, it's pretty short and  
3 sweet. We recommend favorable condition of the draft  
4 dated 3/27/19 for the following reasons:

5 The proposed text amendment will add new  
6 section RUDD, Residential Development Districts, and  
7 amend Article 5, Single-Family Residential, to add  
8 small event venues as a special land use and other  
9 amendments as needed.

10 And number two, these specific amendments  
11 specifically address a new overlay district for  
12 development of various school district properties in  
13 the city, and allowing for use of residential  
14 structures and properties as small event venues  
15 subject to specific conditions and other revisions as  
16 being necessary. And I just wanted to point out that  
17 this is the overlay district eligible areas, they  
18 still have to go through the process on a case by case  
19 basis.

20 MR. HUNTINGTON: Okay. Motion, please?  
21 Commissioner Griffis?

22 MR. GRIFFIS: I'd like to make a motion for  
23 favorable recommendation of PSLU19-0002.

24 MS. MIAH: Second.

25 MR. HUNTINGTON: Okay. We have a motion by



1 Commissioner Griffis, seconded by Commissioner Miah.

2 All those in favor?

3 (All stated aye.)

4 MR. HUNTINGTON: Opposed? Okay.

5 PSLU19-0001 passes favorable as stated.

6 MR. GRIFFIS: 0002.

7 MR. HUNTINGTON: Two, 0002. Sorry about  
8 that. Okay. Next on the agenda we have the minutes.

9 MR. CROAD: Actually, we have the site plan.

10 MR. HUNTINGTON: Site plan.

11 MR. CROAD: Through the Chair, PSP19-0002 is  
12 the Site Plan Review request of Mr. Nick Freund, on  
13 behalf of the owner Truck-Lite Company, LLC, for  
14 construction of over 40,000 gross square feet  
15 headquarters and Tech Center on property located at  
16 21700 Civic Center Drive. The site is approximately  
17 five acres. It's located on the northeast corner of  
18 Civic Center Drive and northbound Northwestern  
19 Highway. This is the current existing aerial. And  
20 the site is zoned regional center. These are existing  
21 site photos. And then this is the conceptual plan,  
22 which I'm going to turnover to the team here to  
23 actually go through their specific proposal. And then  
24 we would be happy to answer any questions, as well as  
25 the team here that the Planning Commission may have.

1 This is, again, a Site Plan Review recommendation  
2 tonight.

3 MR. HUNTINGTON: Okay. Could you please  
4 state your name and address for the record?

5 MR. FREUND: Yes, sir. Thank you for the  
6 opportunity to speak in front of you. My name is  
7 Nicholas Freund, I represent Freund & Associates  
8 located at 307 West Sixth Street in Royal Oak,  
9 Michigan. As Terry mentioned, you know, we're here on  
10 behalf of Truck-Lite to push forward their new  
11 headquarters project in your City Centre. We've  
12 prepared a brief PowerPoint presentation.

13 MR. CROAD: Which is at the end of your site  
14 plan.

15 MR. FREUND: Okay. Great.

16 MR. CROAD: So if you wouldn't mind going  
17 through the site plan specifics, and then you can give  
18 the history of what Truck-Lite is.

19 MR. FREUND: Thank you. I will. So as  
20 Terry mentioned, this is the building facade that we  
21 have been working through with senior leadership to  
22 approve. Here are a couple viewpoints. One thing I  
23 would like to point out with this shot here  
24 specifically, one thing you did not see at our first  
25 study session was the pedestrian corner, the

1 pedestrian hardscape interlocking with your community  
2 walking paths. At the first iteration of this we were  
3 working through what we really thought was right not  
4 only for Truck-Lite, but for Southfield, and we grew  
5 upon the drawing that we received from Allen Design,  
6 and we included a little branding opportunity for  
7 Truck-Lite to meet the needs of the city as well as  
8 Truck-Lite.

9           Here is the building elevation. Largely the  
10 same elevation you saw the first time we met. We're  
11 incorporating exterior elements of brick, glass and  
12 metal panel. Here is the south and north elevation.  
13 Here it is in plan view. We've talked to senior  
14 leadership several times since we met with you folks a  
15 month ago, and we've made no changes to the footprint.  
16 There's been some iterations that changed the interior  
17 walls, but nothing on the exterior walls.

18           One thing I will actually point out in  
19 addition, the changes that we are considering at this  
20 point is the drive lane to the north of the shot  
21 there, currently as you see it, we're planning to have  
22 a truck route for demonstration purposes only loop and  
23 work their way around the north side of the building  
24 and do a full turnaround. It's becoming apparent that  
25 that's no longer needed. And we hope that Southfield

1 will use that as a benefit, because we will be  
2 reducing the hardscape on the north side of the  
3 building. So as opposed to that full turnaround for  
4 both sides of the demonstration lane, you're going to  
5 have just that one drive lane which would be on the  
6 east side of the building.

7 MR. CROAD: This is the detailed landscaping  
8 plan.

9 MR. FREUND: Yeah, this is the detailed  
10 landscaping plan, thanks to Nowak and Fraus. I  
11 believe we're compliant with the current plan.

12 MR. CROAD: Yes, I'm going to ask that prior  
13 to City Council, they can add some color to that.

14 MR. FREUND: Sure.

15 MR. CROAD: And then we'll replace the  
16 conceptual landscape plan.

17 MR. FREUND: Thank you. We will. Thanks  
18 for the feedback. Okay. Well, then this is my  
19 opportunity to tell you folks a little bit about  
20 Truck-Lite. The first slide here is, a lot of the  
21 information I think you're familiar with. Terry  
22 introduced the project as 40,000 square feet, with the  
23 primary use of Truck-Lite's headquarters, Technology  
24 Center, Tech Center Headquarters is the primary use,  
25 which is going to be Class A office, with some

1 training component and some nice Class A office  
2 amenities to go with that. We're also, as I mentioned  
3 earlier, incorporating a demonstration space. That's  
4 going to be on the north side of the building. And I  
5 think that requires a little bit more description. So  
6 Truck-Lite, as I'll mention later in the slide deck,  
7 you know, is a tier one auto supplier. So they're  
8 going to be bringing in trucks, commercial vehicles,  
9 and trailers into that demonstration area to show  
10 their clients and their OEM clients a lot of their  
11 products that will be on their vehicles. So they  
12 really need a space not for vehicle maintenance, not  
13 to run vehicles or park vehicles, but to demonstrate  
14 their product. So I have a feeling that, as we get  
15 into the further design development of that space,  
16 it's going to be pretty neat. They're going to want  
17 to simulate darkness and dusk and dawn so that the  
18 lighting features on these vehicles are showcased.

19 I know that in previous discussion you  
20 questioned how often there would be truck traffic, and  
21 we've gone back to leadership quite a few times, and  
22 it's pretty small in terms of one to two trailers a  
23 month. You know, it would be specific to, you know,  
24 whatever client they have that week or that month.  
25 And the idea is not to store any vehicles certainly

1 outside or inside, but that they would come in, show  
2 their products, and they would move on. Trailers  
3 would be moved in and out during normal business  
4 hours. For head count, Truck-Lite is moving from the  
5 Buffalo area of New York, and they're really going to  
6 start small, but their initial plan is to move, you  
7 know, the 12 to 20 people immediately into the  
8 facility, you know, the first or second quarter of  
9 next year, with the real goal of having 95 to 100  
10 people working in the facility. The building itself  
11 is test fit for 125 for future growth.

12           Hours of operation are eight to five. They  
13 are national or international company, I should say.  
14 But we challenged them on wondering if they would be  
15 having some extended hours to service those additional  
16 times zones, and they don't. They really -- as they  
17 currently operate, they don't have a special need to  
18 be working outside of a normal nine to five situation,  
19 outside of some extenuating circumstances that they  
20 felt was negligible.

21           So here's a bullet pointed company overview.  
22 I think I won't probably read through every bullet  
23 point as an outsider to the brand. But there's a few  
24 that resonated with me. Established in 1955. And  
25 they're annual revenue is 500 million. They do have

1 3,000 employees across the globe, and they are in a  
2 million square feet of manufacturing space in ten  
3 different plants, which I'll show in a slide a little  
4 later in this presentation.

5 The ownership is really comprised of three  
6 major groups, three large equity groups. Coke  
7 Industries, BDT Capital, and Penske Corp. I mentioned  
8 the close affiliation to Penske. Obviously, Roger  
9 Penske has his facility up in Bloomfield, so there's a  
10 proximity that's been helpful. They've been a big  
11 part of not only helping us with not only design  
12 development, but the process at large.

13 This slide really showcases their products.  
14 Again, as an outsider, I'm probably not the best  
15 person to speak to some of the technology. But they  
16 really are a technology company. I mentioned before  
17 their core focus and their core business is lighting  
18 components for commercial vehicles. They also provide  
19 ancillary equipment around that, including wire  
20 harnesses, safety equipment, and telematics, which is  
21 vehicle tracking technology.

22 Here's a slide that shows major customers.  
23 Again, most predominantly automotive, with OEMs listed  
24 throughout this page. Here's an additional slide of  
25 major customers that are serviced by Truck-Lite.

1 Here's the slide I mentioned about the global  
2 facilities. They are truly international. Far  
3 reaching as Shanghai and Sao Paulo. And these, you  
4 know, being a manufacturer, they work with large  
5 distributors, and they're listed here, NAPA,  
6 Traditional WD and OES dealers.

7 MR. CROAD: So, Nick, the next time we see  
8 this we're going to have Southfield, Michigan listed  
9 on their global facilities.

10 MR. FREUND: You got it. Absolutely right.  
11 Thank you, Terry.

12 MR. CULPEPPER: Good call, Terry.

13 MR. FREUND: One of the things this slide  
14 doesn't show is the excitement that Truck-Lite has  
15 about coming to Southfield, and specifically the  
16 technology corridor. We're excited to be in the City  
17 Centre. We're very excited about the proximity to  
18 Lawrence Tech University. It feels good. That is  
19 kind of echoed through the halls with leadership.  
20 They're excited to be here. They think this is the  
21 right spot where they want to be. There were other  
22 sites considered, but this was the fit. And part of  
23 that was to attract young talent, right. They want  
24 this facility to be first class state of the art, you  
25 know, proximate to the engineering college to really



1 attract young, vibrant interesting individuals to help  
2 Truck-Lite in their technology moving forward. Thank  
3 you.

4 MR. HUNTINGTON: Thank you. Commissioners,  
5 questions, concerns? Commissioner Martin?

6 MR. MARTIN: We talked about, in the  
7 slide you had -- I forgot exactly what you said. You  
8 had some type of mirrors using chemicals. Would you  
9 have different various chemicals on-site, or would you  
10 be designing that involves making any models that  
11 would involve --

12 MR. FREUND: You know, to try and speak on  
13 behalf of the brand, we will double-check that. But I  
14 believe the answer is no. I strongly believe that the  
15 core function of this building is corporate  
16 headquarter.

17 MR. MARTIN: Administrative offices.

18 MR. FREUND: Yes, sir. Yes, sir. we're not  
19 programming or developing any laboratory.

20 MR. MARTIN: Just demonstration project for  
21 their --

22 MR. FREUND: Yes, sir. So we might have,  
23 honestly, something cleaning chemicals that would be  
24 part of any corporate building. But at no point are  
25 we developing anything for RD, vehicle maintenance, or

1 testing or laboratory.

2 MR. MARTIN: I was just -- in one of the  
3 slides it had the beveling, the chemical beveling for  
4 the mirrors. And that's what I call it, chemical  
5 beveling.

6 MR. FREUND: Yes. We'll certainly fact  
7 check that with the brand. But highly unlikely to,  
8 likely impossible we'd have that.

9 MR. HUNTINGTON: Commissioner Culpepper?

10 MR. CULPEPPER: To the Chair, thank you. As  
11 I said in the study meeting, I like your architect. I  
12 know our engineer over here will speak to that. It's  
13 not a cookie cutter. It's a different building. He's  
14 back there smiling like before. It's something good.  
15 You're going to come by this area, you're going to  
16 look at it, and you're going to take a second look  
17 because of the way it looks. And you said the right  
18 thing. Thanks for coming to Southfield. We have the  
19 intelligence. You got LTU over there with brilliant  
20 students that's going to come in and use that. I like  
21 the layout. I'm enthused with how the building is  
22 going to look. We have some old buildings in this  
23 city. When we bring something in new that's  
24 different, I think it helps draw people in. Like  
25 Terry said, next time you see that picture, I hope you

1 do see Southfield up there, because I hope it goes  
2 through. And again, we're going to get people. You  
3 know, you said at least right now you've got 95 to 100  
4 that you're bringing. And I'm pretty sure as business  
5 goes up, you're going to be adding more people. And  
6 the more people you add, the better it is for our tax  
7 base here in Southfield. Thank you. And welcome  
8 aboard.

9 MR. FREUND: Thank you, sir.

10 MR. HUNTINGTON: Commissioner Miah?

11 MS. MIAH: Through the Chair, I concur with  
12 Commissioner Culpepper. Beautiful building. Thank  
13 you for adding beautification to the City of  
14 Southfield. I like that pedestrian corner. The  
15 pedestrian corner is really nice. It's going to pop  
16 in that area. Thank you so much. And, yes, we would  
17 love to see the City of Southfield on that map. And,  
18 hopefully, you will take some of the City of  
19 Southfield's talents as well. We have talented people  
20 who live in the City of Southfield, so hopefully some  
21 of them will be hired as well.

22 MR. FREUND: I'll pass the word.

23 MS. MIAH: Thank you.

24 MR. FREUND: Thank you.

25 MR. HUNTINGTON: Commissioner Griffis?

1 MR. GRIFFIS: Yeah, I think it's a great  
2 looking building. It's going to be a nice fit on that  
3 corner. I think the landscaping plan is looking  
4 pretty interesting as well with the orchard concept  
5 and the plaza on the corner, but still screening the  
6 parking and the headlights and all the requirements  
7 that you need to do. My criticism, it is the City  
8 Centre District, I hope you don't kick everybody out  
9 at 5:00 and everybody has to leave and go somewhere  
10 else. It should be adding to the vibrancy of the  
11 area. I'm sure they don't all leave at five anyway,  
12 but.

13 MR. FREUND: Well, there is a patio, so.

14 MR. CULPEPPER: We need to open a bar.

15 MR. HUNTINGTON: Thank you. Mr. Culpepper?

16 MR. CULPEPPER: Through the Chair, thank  
17 you. Terry, this is for you, I guess. You know, a  
18 nice piece of art work would look real nice. I mean,  
19 I'm just asking. A nice piece of art work would look  
20 real nice right there coming down that lane there.

21 MR. CROAD: One of the things we talked  
22 about is providing this urban plaza that may count  
23 towards his art, their art requirement.

24 MR. CULPEPPER: Oh, okay.

25 MR. CROAD: The only thing I think we

1 covered in our plans is conceptually you show a new  
2 sign pretty close to the corner, but there's at least  
3 a 15-foot setback. And that could easily be placed  
4 into the center of your plaza, similar to Maccabees.  
5 I know this is just conceptual. But I'm very happy  
6 with the evolution with the landscaping, with the  
7 modern design of the building. I'm glad that, you  
8 know, you mentioned that you're going to be right  
9 across the street from Lawrence Tech. As you know, a  
10 hundred thousand cars drive by, so it's a prominent  
11 site. It's always good to have the steel going up  
12 with everything that we're doing. Extending the  
13 pathway with Lawrence Tech expansion with their  
14 athletic fields going up and some potential  
15 development. And this site has probably been vacant  
16 too long. And we are happy to have you as corporate  
17 partners with all of the good things we're doing here.  
18 And they, you know, worked in partnership truly with  
19 us to develop this site appropriately.

20 MR. HUNTINGTON: Thank you. Commissioner  
21 Martin?

22 MR. MARTIN: Staying with the corner, I  
23 believe we have ten-foot sidewalks along that area.  
24 So you've got -- you're continuing the ten-foot  
25 walkways?

1 MR. FREUND: Yes, sir.

2 MR. MARTIN: So your 15-foot setback is not  
3 far from it.

4 MR. CROAD: It's from the property line,  
5 though. I'm just saying that conceptually that sign  
6 is probably too close.

7 MR. MARTIN: Probably too close. Yeah, I  
8 got it.

9 MR. CROAD: Yeah, it will have to meet the  
10 specific requirements. We don't approve signs here,  
11 as I stated. But the fact that they added this  
12 gateway feature that we were previously in  
13 negotiations with the property owner, and we can  
14 partner with them and get it built all at once is  
15 exciting and --

16 MR. MARTIN: As everyone has said, it's very  
17 interesting, very nice.

18 MR. FREUND: Thank you. May I make a  
19 comment?

20 MR. CROAD: Sure.

21 MR. FREUND: You know, one thing, staying on  
22 the vein of the signage, I'm sorry I can't think of  
23 the gentleman's name right now, but we have reached  
24 out, I think, a couple of times to specifically  
25 discuss the building signage.

1 MR. CROAD: And I said that I could help at  
2 least facilitate that discussion.

3 MR. FREUND: Okay.

4 MR. CROAD: So I'm glad to hear that you're  
5 still waiting on a response. And I will try to pop  
6 down there in the next day or two.

7 MR. FREUND: I appreciate it. I think, even  
8 at our first session, visibility is important to us.

9 MR. CROAD: Of course.

10 MR. FREUND: And we do feel that we want to  
11 look at the rules and make sure, realize that we are  
12 on an interesting corner with two frontages, or  
13 potentially three. But certainly the two that are  
14 important to us so we can get our visibility out  
15 there.

16 MR. CROAD: Again, this is not something  
17 that the Planning Commission handles, but I certainly  
18 can reach out to the building official who handles  
19 signage.

20 MR. FREUND: Thank you.

21 MR. HUNTINGTON: Okay. Yeah, I believe  
22 Truck-Lite will be a great addition to the City of  
23 Southfield. And I want to thank you for a good  
24 presentation, which answered all my questions. And  
25 one thing I really did appreciate also is the company

1 overview. I'm sure before you started no one here  
2 probably ever heard of Truck-Lite before, but that  
3 overview really helped us, gave us a really detailed  
4 view of how your company really operates and how  
5 strong it really is. So I do appreciate the company  
6 overview, also. Can we have a --

7 MR. CROAD: Would you like me to read the  
8 recommendation?

9 MR. HUNTINGTON: -- recommendation from the  
10 planner, please.

11 MR. CROAD: The Planning Department  
12 recommends favorable recommendation of the Site Plan  
13 Review request for the construction of 40,000 gross  
14 square foot Truck-Lite Headquarters and Tech Center on  
15 property located at 21700 Civic Center Drive with the  
16 following conditions:

17 Landscaping shall be installed in accordance  
18 with the attached tree preservation plan and landscape  
19 plan sheets L1 through L3 dated 3/21/19.

20 The petitioner is to provide a sprinkler  
21 system for all landscaped areas to encourage  
22 preservation of plant materials.

23 The petitioner is to execute a perpetual  
24 maintenance agreement for the landscaped and parking  
25 areas both on the site and in the right-of-way, which



1 includes maintenance of the stormwater detention  
2 system.

3 The petitioner is to implement the  
4 recommendations made by the Southfield Police  
5 Department's Crime Prevention Bureau regarding site  
6 security.

7 Approval of this site plan or building  
8 elevation represented herein does not constitute nor  
9 guarantee approval for signage. Separate approval and  
10 signed permits must be obtained from the building  
11 department for any proposed signs.

12 Exterior lighting will be shielded to  
13 prevent spillage or glare on adjacent properties.  
14 Bike racks shall be installed in accordance with  
15 Article Four, Section 5.29, Subsection 12.

16 The site shall be designed and developed to  
17 contain public works of art in accordance with Section  
18 5.22-5, Public Art, Article Four, General Requirements  
19 of the Zoning Ordinance, unless exempted based on the  
20 written stipulations.

21 Building elevations shown on sheets SP-102  
22 dated 3/21/2019 are incorporated with this approval.

23 Site furniture for the proposed plaza on the  
24 corner of Civic Center Drive and Northwestern Highway  
25 Service Drive is to be the Plainwell bench and

1 Plainwell litter receptacle in silver from landscaped  
2 forms, as approved by the Southfield City Centre  
3 Advisory Board. The sign proposed for the plaza on  
4 the corner of Civic Center Drive and Northwestern  
5 Highway must be a minimal of 15 feet from the property  
6 line if the ground sign will be over five feet in  
7 height. And these recommendations are made for the  
8 following reasons, as dated in our letter March 27,  
9 2019.

10 MR. HUNTINGTON: Thank you. Commissioners,  
11 can I have a motion, please?

12 MS. MIAH: Yes, to the Chair.

13 MR. HUNTINGTON: Commissioner Miah?

14 MS. MIAH: I'd like to make a motion based  
15 on favorable recommendation from the Planning  
16 Commission that we accept PSP19-0002.

17 MR. MARTIN: Second.

18 MR. HUNTINGTON: Okay. I have a motion for  
19 favorable consideration from Commissioner Miah and  
20 also seconded by Commissioner Martin. All those in  
21 favor?

22 (All stated aye.)

23 MR. HUNTINGTON: Okay. It passes as stated.  
24 Thank you.

25 MR. CULPEPPER: Good luck.

1 MR. FREUND: Thank you, Commissioners.

2 MR. HUNTINGTON: Next on the agenda we have  
3 the approval of the minutes.

4 MR. CULPEPPER: To the Chair?

5 MR. HUNTINGTON: Mr. Culpepper?

6 MR. CULPEPPER: Thank you. I so move that  
7 we approve January 9th, 2019, study meeting;  
8 February 6th, 2019, special meeting conducted as a  
9 regular meeting, and also the minutes from February  
10 20, 2019, special meeting.

11 MS. MIAH: Second.

12 MR. HUNTINGTON: Okay. The minutes have  
13 been approved by Commissioner Culpepper, and seconded  
14 by Commissioner Miah. All those in favor?

15 (All stated aye.)

16 MR. HUNTINGTON: Okay. The minutes pass as  
17 stated. Next on the agenda we have election of  
18 officers, which we still have vice chair.

19 MR. CULPEPPER: To the Chair?

20 MR. HUNTINGTON: Commissioner Culpepper?

21 MR. CULPEPPER: I would like to nominate  
22 Commissioner Miah as vice chair.

23 MR. HUNTINGTON: Commissioner Miah. Anyone  
24 else? Okay. Would you like to accept the nomination?

25 MS. MIAH: Yes.

1 MR. HUNTINGTON: Okay. Let's have a vote.

2 All in favor?

3 (All stated aye.)

4 MR. HUNTINGTON: Anyone opposed?

5 Commissioner Miah, you are the new vice chair starting  
6 immediately. So this is your seat right here.

7 MR. CULPEPPER: Come take your seat.

8 MS. MIAH: Now?

9 MR. CULPEPPER: Yes, right now.

10 MR. HUNTINGTON: We've got to get you ready.  
11 Congratulations.

12 MR. CROAD: It's congratulations and  
13 condolences.

14 MR. HUNTINGTON: Okay. Do we have any  
15 miscellaneous?

16 MR. CROAD: Yes, we do. Tonight we have the  
17 recommendation of the Capital Improvement Program. As  
18 you are aware, we had a study session with the key  
19 departments. They also came and presented to the  
20 Council Finance Committee on March 15th. After  
21 tonight, hopefully with your favorable recommendation,  
22 it will go to the Council Study Session on April 8th,  
23 and then finally to the Council's April 29th regular  
24 meeting for adoption.

25 All of you have a copy of the plan. It was

1 either sent digitally or hard copy. And a hard copy  
2 has been available for public review on our website as  
3 well as at the front counter at the building  
4 department. I'm just going to give an overview of  
5 what the CIP is for, not get into the specifics of the  
6 plan, because we've already done that, but I'll be  
7 happy to answer any questions you might have.

8           Again, Capital Improvement Plan or Capital  
9 Improvement Program is a schedule of expenditures for  
10 a six-year period for inclusion into the annual  
11 budget. The first year is the annual budgets that's  
12 adopted, and years two through six are best  
13 guesstimates or best estimates for the departments.

14           So, for example, the engineering department  
15 knows the funding is scheduled for road improvements  
16 down the line. The fire department knows that they  
17 might be set with vehicles this year, but in the next  
18 few years they may have to replace a ladder truck or  
19 pump truck or make major repairs to their fire  
20 stations.

21           The CIP does not address all capital  
22 expenditures, but includes physical improvements that  
23 are permanent in nature and substantial equipment  
24 purchases needed for the City of Southfield to  
25 function successfully. A CIP is beneficial to the

1 community because it allows for all systemic  
2 evaluation of all potential projects at the same time.  
3 It provides coordination between departments, and it  
4 presents a uniform plan for financing. It's also a  
5 requirement of the State Planning Enabling Act, which  
6 says that a Planning Commission, after adoption of a  
7 master plan, shall annually prepare a capital  
8 improvements program of public structures and  
9 improvements. It's also required as part of our  
10 Redevelopment Ready Certification.

11 So we have to file quarterly reports with  
12 the state on where we are with our master plan, our  
13 zoning amendments, and the CIP. And I know the city  
14 treasurer is getting ready for bond rating review, and  
15 they also are concerned about whether or not the city  
16 has a CIP program.

17 Again, right from the State Enabling Act,  
18 the Capital Improvement Program shall show those  
19 public structures and improvements in the general  
20 order of their priority, within the ensuing six-year  
21 period. Each agency or department of local unit of  
22 government with authority for public structures or  
23 improvements shall upon request furnish the Planning  
24 Commission with lists, plans and estimates of time and  
25 costs of those public structures and improvements.

1 And that is all detailed in the CIP plan.

2 The last CIP was adopted in April of 2018  
3 for fiscal years '17/18 through '22/23. A full copy  
4 of that document can be found on the Planning  
5 Department's website under resources.

6 Our timeline was administrative work group  
7 met last November. The Planning Commission held a  
8 study session in February, went to the finance  
9 committee of the Council on March 15th.

10 Tonight is not a public hearing, but we're  
11 here for public comment and a recommendation from the  
12 Planning Commission to the Council. It will go back  
13 to the full body of the Council on April 8th, and then  
14 be before the Council on their agenda for adoption at  
15 their April 29th meeting.

16 And with that, I would be happy to answer  
17 any questions that the commissioners may have?

18 MR. HUNTINGTON: Commissioners?  
19 Commissioner Denson?

20 DR. DENSON: Thank you. Two questions to  
21 Terry. I know that it's not a public hearing, but did  
22 you put anything out for public comments?

23 MR. CROAD: Well, we've had the draft plan  
24 available at the building department counter for the  
25 last couple months. It's also been on our website.

1 And we've had the finance committee and the study  
2 session were advertised as working sessions for this  
3 CIP.

4 DR. DENSON: And did anybody have comments?

5 MR. CROAD: We have not received any  
6 comments.

7 DR. DENSON: Okay. And also, just a little  
8 thing. On page eight, the SZ -- the SEZ, meaning the  
9 State Evaluation --

10 MR. CROAD: The State Equalized Value.

11 DR. DENSON: Yeah, that one. Thank you.  
12 The third paragraph.

13 MR. CROAD: Okay.

14 DR. DENSON: And let's see. I just saw it.  
15 Okay. It's just a typo, and I'll just share it later.

16 MR. CROAD: Okay.

17 DR. DENSON: But it's not the intent of the  
18 actual paragraph, but it's just a typo.

19 MR. CROAD: And what I've suggested,  
20 obviously, there's always going to be typos. Whether  
21 they're typos or fatal flaws, you can hand them into  
22 us after the meeting. You can e-mail us or call us.  
23 We certainly would like to get it corrected before it  
24 goes to the next phase.

25 DR. DENSON: Exactly.



1 MR. CULPEPPER: Good call.

2 MR. CROAD: And we are reliant on, for  
3 example, this was provided to us by the treasurer's  
4 office and the assessor's office. Each of the pages  
5 and the documents are provided to us at good faith by  
6 each department. So we take it on face value whatever  
7 they submit to us is correct. But if you see  
8 something that doesn't look right, let Kyle, Jeff, or  
9 myself know and we'll get it corrected.

10 MR. HUNTINGTON: Commissioner Culpepper?

11 MR. CULPEPPER: To the Chair, thank you.  
12 Let me say, Kyle, thank you. Got mine at home, all  
13 the color in it. I know it was a lot of work. So  
14 great job. Just need to correct that typo on page  
15 eight, but I want to say thank you. I know it's a lot  
16 of work to get these out to the commission. So thank  
17 you.

18 Another thing, this is the second time that  
19 we have had the opportunity to have all the  
20 departments come in and review their budgets with us.  
21 Let me say, I was better impressed with this one than  
22 the one we had last time. I think the departments  
23 were better prepared. They knew what we wanted, and  
24 they gave the timeline from the two, three to five  
25 years how their budget was to be spent. And I think

1 it helped them, because now they have a better idea  
2 how to utilize their budget. So, Terry, again let me  
3 say this to you. Thank you for getting this together,  
4 because Commissioner Huntington will attest to, last  
5 director we didn't do this.

6 MR. HUNTINGTON: No.

7 MR. CULPEPPER: We won't call no names. But  
8 this is the second time, in the 38 years that we've  
9 been messing around, that we've had a director to get  
10 the Planning Commission actively involved and engaged  
11 in the process of making sure things were done right.  
12 So as I said, previous years, thank you for your  
13 guidance, your vision, and your leadership, because  
14 this makes sure that we're on that right path. And I  
15 think they are better prepared. They know now when  
16 they come in before us, they know they're going to get  
17 grilled and make sure they got their stuff right. So  
18 I appreciate it.

19 MR. CROAD: Again, I think this is the  
20 fourth or fifth attempt that we've tried to do, but  
21 it's the second consecutive year.

22 MR. CULPEPPER: Right.

23 MR. CROAD: And by requiring the departments  
24 to come and present gives them more ownership over the  
25 process. Last year was kind of some growing pains. I

1 think it will improve next year working with the  
2 finance director, who has new software that will  
3 integrate the CIP with the actual budget, so that it  
4 will flag if there's inconsistencies between the  
5 annual budget and what the CIP is. So I think that  
6 will continue to improve the process and improve the  
7 participation from the departments as we move forward.

8 MR. CULPEPPER: Thank you.

9 MR. HUNTINGTON: Okay.

10 MR. CROAD: And when you're ready, I do have  
11 a resolution.

12 MR. HUNTINGTON: Okay. I just wanted to  
13 say, too, I found it to be interesting, the CIP  
14 meeting we had. It made you think about a lot of  
15 expenses that you really don't think about, especially  
16 within the fire department and police department. I  
17 was a little bit disappointed in the roads portion,  
18 commission, whatever, seems like we're just  
19 throwing -- doing the same things over and over,  
20 throwing good money into something that's not working  
21 and it hasn't work, and that was a little  
22 disappointing. I didn't hear creativity or nothing  
23 unique or different, you know, anything creative  
24 coming out of there. But it was very interesting, and  
25 I think you did a good job in orchestrating and

1 pulling out the most you could out of all the  
2 different departments. Okay. I'll turn it back over  
3 to you, Terry. Oh, Commissioner Martin?

4 MR. MARTIN: When we were going through the  
5 review with the individual departments, I think it was  
6 mentioned that a lot of the equipment, the fire trucks  
7 and that, they get some trade-in value. I assume that  
8 that goes with the public works and other.

9 MR. CROAD: That's correct.

10 MR. MARTIN: So those are all considered --

11 MR. CROAD: And, actually, it goes through  
12 our purchasing department for any resale of product  
13 that still has some lifespan in it. But it's  
14 typically pennies on the dollar.

15 MR. MARTIN: Yeah. And I assume that if  
16 they don't have any good resale value, that they would  
17 go and be auctioned by the city or police department,  
18 I forget the --

19 MR. CROAD: The purchasing agent can tell  
20 you what the specifics are, but it is considered  
21 property of the city and it does have value, and it  
22 has to be properly vetted and sold through the proper  
23 procedures. Some of them are kept as reserve. Some  
24 of them are kept as parts. But those that don't have  
25 any value to us will be put on the market for sale.

1 MR. HUNTINGTON: Anyone else? Okay. Terry?

2 MR. CROAD: Okay. This is recommended  
3 resolution to recommend approval of the fiscal year  
4 2019-20, fiscal year 2025, 2026 Capital Improvement  
5 Plan, CIP, City of Southfield, Michigan.

6 Whereas one of the most important purposes  
7 of planning is to anticipate the needs of a community  
8 for future public facility permits, and to provide a  
9 stable base from which to work in order to achieve  
10 these needs. This is a function of the Capital  
11 Improvement Plan which can help the City of Southfield  
12 to develop and implement a long-range policy for  
13 physical development. And whereas capital  
14 improvements are those major nonrecurring expenditures  
15 physical facilities of government, or nonrecurring  
16 expenditures for physical items which cost over  
17 \$5,000, such as equipment and vehicles or the  
18 installation of sewer or water mains.

19 A CIP is a six-year evaluation and forecast  
20 of priorities and provides an appropriate opportunity  
21 for review of a municipality's overall development for  
22 the near future. And whereas the benefits of the CIP  
23 process relate to the fiscal stewardship, and  
24 successfully implementing the Sustainable Southfield  
25 Comprehensive Master Plan adopted June 20, 2016.

1 Other benefits include implementing plans for new  
2 public works that are identified in the master plan.  
3 Building new public facilities in locations identified  
4 in the master plan and consistent with public policy.  
5 Weighing costs or projects against each other to  
6 determine the greatest value and the priority during  
7 any given year. Dividing projects into parts or  
8 phases. Example, land acquisition, design development  
9 and maintenance. Identifying the total project cost  
10 of expensive facilities and enough time to secure  
11 adequate funding through grants, bonds, donations, and  
12 special assessments. Spreading out capital debt over  
13 many years. Helping make sure logical sequencing of  
14 events or pairing of projects takes place so that the  
15 waterline is not replaced the year after the road is  
16 resurfaced. Considering life expectancy of various  
17 municipal facilities and planning for replacement in  
18 future years. And establishing an effective local  
19 system for financial planning and management over a  
20 longer timeframe than that of any individual project.

21 And whereas six major advantages of a CIP  
22 are: Coordinates community's goals, needs, and  
23 capabilities, achieves optimum use of taxpayer  
24 dollars, encourages a more efficient governmental  
25 administration, maintains a sound and stable fiscal

1 year, serves wider community interests. And number  
2 six, enhances opportunities for participation in  
3 federal and state grant and aid programs.

4           Whereas the CIP is authorized by the  
5 Michigan Planning Enabling Act, MPEA PA 33 of 2008, as  
6 amended, and is required by Redevelopment Ready  
7 Communities Certification by the Michigan Economic  
8 Development Corporation or MEDC. And whereas the  
9 Planning Commission held a review meeting with key  
10 departments at their special meeting held on  
11 February 20, 2019, now therefore be it resolved that  
12 the Southfield Planning Commission recommends approval  
13 of fiscal year 2019/2020 through fiscal 2025/26,  
14 Capital Improvement Plan draft dated March 27, 2019,  
15 as amended.

16           MR. HUNTINGTON: Okay. Thank you.

17           MR. CULPEPPER: To the Chair?

18           MR. HUNTINGTON: Mr. Culpepper?

19           MR. CULPEPPER: I recommend that we make  
20 recommendation favorable approval on the CIP that's  
21 been presented tonight.

22           MS. MIAH: Second.

23           MR. HUNTINGTON: Commissioner Culpepper made  
24 favorable approval, and Commissioner Martin seconded  
25 it. All those in favor?

1 (All stated aye.)

2 MR. HUNTINGTON: Opposed? Okay. It passes  
3 as stated.

4 MR. MARTIN: Chair?

5 MR. HUNTINGTON: Yes.

6 MR. MARTIN: Will we be required to sign  
7 this for one complete signed document?

8 MR. CROAD: We will get your signature once  
9 we type this up.

10 MR. CULPEPPER: Got to type it up.

11 MR. MARTIN: Okay.

12 MR. CROAD: And then we'll incorporate it  
13 into the final plan. So before -- Mr. Griffis is the  
14 secretary. Before we adopt the final plan, we'll have  
15 his signature on behalf of the commission.

16 MR. HUNTINGTON: Okay. Thank you. Any  
17 other miscellaneous?

18 MR. CROAD: Just I handed an updated City  
19 Centre Trails Map. Mr. Huntington, you were not there  
20 last time, but I was thinking of you in particular.

21 MR. HUNTINGTON: You see I've got it in my  
22 hand here.

23 MR. CROAD: And the previous copy was a  
24 draft. So how you quickly tell is it should have a  
25 green band at the bottom of the cover. That's updated



1 corrected version. And the second edition will be  
2 published at the end of the summer once the trails  
3 have been completed. But this represents a major  
4 milestone in our continuing development of making the  
5 City Centre, in particular, and the City of Southfield  
6 more pedestrian and bike friendly. And earlier today  
7 I presented to the House of Chamber Committee of  
8 Oakland County all the hotels listed on that, plus  
9 others, and they're very excited about the progress  
10 we've made with the bike share program, with the  
11 walkability, with playscaping, with public art, and  
12 the continued development of the trail system in the  
13 city. And I'm very proud of this milestone and being  
14 able to produce a brochure that showcases all the good  
15 work and hard work that we've done over the last nine  
16 years. And I look forward to future publications and  
17 future additions that further highlight all the good  
18 work that we've done here in the city.

19 MR. HUNTINGTON: Thank you. Good job. This  
20 is great. I'm looking forward to trying it out.  
21 Anything else? Anyone else? Commissioner Miah?

22 MS. MIAH: I hope it's okay if I could say  
23 something. If you're watching, Commissioner Willis,  
24 we all miss you and we wish you well. Get well soon.

25 MR. HUNTINGTON: Thank you. All right.

1 Meeting's adjourned.

2 (The meeting adjourned at 7:45 p.m.)

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1 CERTIFICATE OF NOTARY

2 STATE OF MICHIGAN )

3 ) SS

4 COUNTY OF OAKLAND )

5

6 I, Earlene Poole-Frazier, certify that this  
7 meeting was taken before me on the date hereinbefore  
8 set forth; that the foregoing was recorded by me  
9 stenographically and reduced to computer  
10 transcription; that this is a true, full and correct  
11 transcript of my stenographic notes so taken; and that  
12 I am not related to, nor counsel to either party nor  
13 interested in the event of this cause.

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Earlene Poole-Frazier

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EARLENE POOLE-FRAZIER, CSR-2893

22

Notary Public,

23

Oakland County, Michigan

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My Commission expires: March 4, 2025

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| <p><b>\$</b></p> <hr/> <p><b>\$5,000</b> 53:17</p> <hr/> <p><b>0</b></p> <hr/> <p><b>0002</b> 25:6,7</p> <hr/> <p><b>1</b></p> <hr/> <p><b>100</b> 30:9 35:3</p> <p><b>12</b> 30:7 41:15</p> <p><b>125</b> 30:11</p> <p><b>15</b> 42:5</p> <p><b>15-foot</b> 37:3<br/>38:2</p> <p><b>15th</b> 44:20 47:9</p> <p><b>17/18</b> 47:3</p> <p><b>1955</b> 30:24</p> <hr/> <p><b>2</b></p> <hr/> <p><b>20</b> 20:19 30:7<br/>43:10 53:25<br/>55:11</p> <p><b>20-acre</b> 16:13</p> <p><b>2008</b> 55:5</p> <p><b>2016</b> 53:25</p> <p><b>2018</b> 47:2</p> <p><b>2019</b> 3:2 42:9<br/>43:7,8,10 55:11,<br/>14</p> <p><b>2019-20</b> 53:4</p> <p><b>2019/2020</b><br/>55:13</p> <p><b>2025</b> 53:4</p> <p><b>2025/26</b> 55:13</p> <p><b>2026</b> 53:4</p> <p><b>21700</b> 25:16<br/>40:15</p> | <p><b>22/23</b> 47:3</p> <p><b>225</b> 20:21</p> <p><b>23410</b> 9:16</p> <p><b>25</b> 7:19</p> <p><b>27</b> 3:2 42:8 55:14</p> <p><b>29th</b> 44:23 47:15</p> <hr/> <p><b>3</b></p> <hr/> <p><b>3,000</b> 10:7 31:1</p> <p><b>3.75</b> 6:21</p> <p><b>3/21/19</b> 40:19</p> <p><b>3/21/2019</b><br/>41:22</p> <p><b>3/27/19</b> 24:4</p> <p><b>30</b> 10:9 11:1</p> <p><b>307</b> 26:8</p> <p><b>33</b> 55:5</p> <p><b>38</b> 50:8</p> <hr/> <p><b>4</b></p> <hr/> <p><b>4</b> 4:25</p> <p><b>40,000</b> 25:14<br/>28:22 40:13</p> <p><b>45</b> 4:24</p> <p><b>49</b> 20:18,22</p> <hr/> <p><b>5</b></p> <hr/> <p><b>5</b> 5:3 24:7</p> <p><b>5.22-3-1</b> 5:1</p> <p><b>5.22-5</b> 41:18</p> <p><b>5.29</b> 41:15</p> <p><b>5.62-A</b> 5:3</p> <p><b>500</b> 30:25</p> <p><b>5:00</b> 36:9</p> | <p><b>6</b></p> <hr/> <p><b>6:30</b> 3:3,8</p> <p><b>6th</b> 43:8</p> <hr/> <p><b>8</b></p> <hr/> <p><b>8th</b> 44:22 47:13</p> <hr/> <p><b>9</b></p> <hr/> <p><b>95</b> 30:9 35:3</p> <p><b>9th</b> 43:7</p> <hr/> <p><b>A</b></p> <hr/> <p><b>aboard</b> 35:8</p> <p><b>Absolutely</b><br/>32:10</p> <p><b>accept</b> 42:16<br/>43:24</p> <p><b>acceptable</b><br/>11:10</p> <p><b>access</b> 7:21<br/>11:12,13,14</p> <p><b>accessible</b><br/>11:14</p> <p><b>accessory</b> 7:7</p> <p><b>accordance</b><br/>10:11 40:17<br/>41:14,17</p> <p><b>achieve</b> 53:9</p> <p><b>achieves</b><br/>54:23</p> <p><b>acquisition</b><br/>54:8</p> <p><b>acre</b> 9:15 10:8</p> <p><b>acres</b> 6:21<br/>16:23 25:17</p> <p><b>Act</b> 46:5,17 55:5</p> <p><b>actively</b> 50:10</p> | <p><b>activities</b><br/>10:24</p> <p><b>acts</b> 19:3</p> <p><b>actual</b> 48:18<br/>51:3</p> <p><b>adaptive</b> 5:20<br/>6:16 9:2,21 15:5,<br/>11 16:16 18:24<br/>19:8 21:3 22:19,<br/>21</p> <p><b>add</b> 5:1,4 13:12<br/>20:16 24:5,7<br/>28:13 35:6</p> <p><b>added</b> 13:15<br/>38:11</p> <p><b>adding</b> 5:7<br/>35:5,13 36:10</p> <p><b>addition</b> 27:19<br/>39:22</p> <p><b>additional</b><br/>5:23 7:23 13:15<br/>30:15 31:24</p> <p><b>address</b> 5:6<br/>24:11 26:4 45:21</p> <p><b>adequate</b><br/>54:11</p> <p><b>adjacent</b> 8:16<br/>11:4 22:21 41:13</p> <p><b>administratio<br/>n</b> 54:25</p> <p><b>administrativ<br/>e</b> 33:17 47:6</p> <p><b>adopted</b> 8:22<br/>45:12 47:2 53:25</p> <p><b>adoption</b><br/>44:24 46:6 47:14</p> <p><b>advantage</b><br/>14:9 22:25</p> <p><b>advantages</b><br/>54:21</p> <p><b>adverse</b> 18:11</p> <p><b>advertised</b><br/>4:18 48:2</p> | <p><b>Advisory</b> 42:3</p> <p><b>aerial</b> 25:19</p> <p><b>aerials</b> 6:15</p> <p><b>affairs</b> 20:14</p> <p><b>affiliation</b> 31:8</p> <p><b>agency</b> 46:21</p> <p><b>agenda</b> 3:25<br/>4:3,10,18,21 25:8<br/>43:2,17 47:14</p> <p><b>agent</b> 52:19</p> <p><b>agreement</b><br/>8:5 40:24</p> <p><b>aid</b> 55:3</p> <p><b>aisles</b> 11:12,13</p> <p><b>allegiance</b><br/>3:7,8</p> <p><b>Allen</b> 27:5</p> <p><b>allowing</b> 5:11<br/>24:13</p> <p><b>alternative</b><br/>9:22</p> <p><b>amend</b> 4:23 5:2<br/>24:7</p> <p><b>amended</b><br/>55:6,15</p> <p><b>amending</b><br/>4:25 5:9</p> <p><b>amendment</b><br/>4:23 8:3 9:11<br/>13:23 24:5</p> <p><b>amendments</b><br/>5:5,6 24:9,10<br/>46:13</p> <p><b>amenities</b><br/>29:2</p> <p><b>amount</b> 6:23</p> <p><b>ancillary</b> 31:19</p> <p><b>announceme<br/>nts</b> 4:11</p> <p><b>annual</b> 30:25<br/>45:10,11 51:5</p> |
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