

# **AGENDA**

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF SOUTHFIELD TO BE HELD AT 6:00 P.M., LOCAL TIME, IN THE COUNCIL CONFERENCE ROOM AND 7:30 P.M., LOCAL TIME, IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 26000 EVERGREEN ROAD, SOUTHFIELD, MICHIGAN, ON MONDAY, JANUARY 29, 2018, PURSUANT TO SECTION 4.3 OF THE CITY CHARTER.**

## **ROLL CALL**

## **STUDY SESSION**

**(Presentation and discussion of each study item will be limited to ten minutes)**

1. Authorization to Amend Contract for Bus Transportation Services for the Parks and Recreation Department
2. Second Annual Project Manhood Symposium
3. Request to List Non-Buildable City-Owned Lots for Sale
4. Discussion of Participation in Opioid Litigation
5. Decommission Electrical Service – JC Penney Building, 21500 Greenfield Road
6. Northland Subsurface Space Study
7. Authorization for Contract for Vision Insurance with Blue Cross Blue Shield of Michigan

## **MOVE TO COUNCIL CHAMBERS**

## **PLEDGE OF ALLEGIANCE**

## **PRESENTATIONS**

Presentation of Joint Resolution – Southfield Christian School Girls Track & Field Team 2017 State Championship Win

## **APPOINTMENTS**

## **MINUTES**

## **SUMMARY OF ACTIONS TAKEN AT COMMITTEE-OF-THE-WHOLE MEETINGS**

## **CONSENT AGENDA ITEMS FOR DISCUSSION**

**CONSENT AGENDA**

- A. Authorization to Amend Contract for Bus Transportation Services for the Parks and Recreation Department
- B. Second Annual Project Manhood Symposium
- C. Request to List Non-Buildable City-Owned Lots for Sale
- D. Decommission Electrical Service – JC Penney Building, 21500 Greenfield Road
- E. Northland Subsurface Space Study
- F. Authorization for Contract for Vision Insurance with Blue Cross Blue Shield of Michigan

**PUBLIC HEARINGS**

- A. PSLU17-0011 Special Use Request of Metro City Auto Sales, on behalf of the owner Salama Investment, LLC, to establish a used vehicles sales showroom and lot with a State of Michigan Class B License on property located at 23390 Telegraph Road on the east side of Telegraph Road between West Nine Mile Road and West Ten Mile Road, Sidwell Parcel 2428-351-001, Lot 31 of Supervisor’s Plat 9 Mile-Telegraph, Section 28, City of Southfield, Oakland County, State of Michigan.

**SITE PLANS**

**COMMUNICATIONS**

- A. Request for Recognition – Pamela Gerald
- B. Request for Recognition – Gerard Mullin
- C. Request for Recognition – Ronald Peart
- D. Request for Recognition – Hilda Eastridge
- E. Request for Recognition – Anniece Warren
- F. Request for Recognition – Moneak Womack

**COUNCIL**

**MAYOR**

**ADMINISTRATION**



ATTORNEY

CLERK, TREASURER, PLANNER, ASSESSOR, ENGINEER

SCHEDULE

ORDINANCES



January 29, 2018

Honorable Mayor Council  
Municipal Building  
Southfield, Michigan

**Re: Authorization to Amend the Contract for Bus Transportation Services for the Parks and Recreation Department**

Dear Sirs and Mesdames:

**Background:** The Parks and Recreation Department has traditionally contracted to provide bus transportation services for seasonal and activity camp field trips. At the Regular Council meeting of June 12, 2017, your Honorable Body awarded the bid for Bus Transportation Services for the Parks and Recreation summer camps to Trinity Transportation of Wyandotte, Michigan for a one year period, with the option to extend this term for a period not to exceed one year with not more than a 3% rate increase in the price per bus.

Staff would like to request that Council approve a request to amend the current contract to include transportation for the upcoming 2018 Winter and Spring Break Camps and the option to extend the contract to cover the 2019 break camps. The contractor has agreed to provide transportation services under the current contractual agreement for the additional camps. To date, Trinity has provided consistent and excellent service.

**Fiscal Impact:** Staff requires approximately nine additional busses at the current rate of \$293.30 per bus, adding an additional \$2,639.70 to the original contract amount. Should the City opt extend the contract, a 3% increase would result in a new rate of \$302.10 per bus which would apply an additional \$2,718.89 for the 2019 school break camps. All costs are fully recovered based upon revenues generated from break camp programs as well as summer camps.

**Recommendation:** This office respectfully recommends that your Honorable Body amend the award for Bus Transportation Services for the Parks and Recreation Department to Trinity Transportation of Wyandotte, Michigan to include transportation services for the 2018 Winter and Spring Break Camps. Funds are provided in the FY 2017-2018 and FY 2018-2019 Parks and Recreation Holiday Camps (208-555-5535-38180); Therapeutic Recreation account (208-555-5505-38180); Camp Tadpole account (number 208-555-5530-38180); Camp Wildwood account (208-555-5531-38180); Camp Evergreen account (number 208-555-5532-38180); Beech Woods Camp account (number 208-555-5547-38180). If there is consensus on this item, it will be placed on the agenda for consideration at the Regular Meeting scheduled later this evening.

Respectfully submitted,



Frederick E. Zorn, Jr., CECD  
City Administrator

**Honorable Mayor and Council**  
**Authorization to Extend Contract for Bus Transportation Services for the**  
**Parks and Recreation Department**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That City Council does hereby amend the contract award to Trinity Transportation of Wyandotte, Michigan to include bus transportation services for the 2018 Winter and Spring Break Camps and the option to extend the contract with a 3% increase for the 2019 break camps. Funds are provided in the FY 2017-2018 and FY 2018-2019 Parks and Recreation Holiday Camps (208-555-5535-38180); Therapeutic Recreation account (number 208-555-5505-38180); Camp Tadpole account (number 208-555-5530-38180); Camp Wildwood account (208-555-5531-38180); Camp Evergreen account (number 208-555-5532-38180); Beech Woods Camp account (number 208-555-5547-38180).

Prepared by: Doug Block, Parks and Recreation Business Manager



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Second Annual Project Manhood Symposium**

Dear Sirs and Mesdames:

**Background:** Project Manhood and the Southfield Chapter of My Brother's Keeper seek to partner with the City of Southfield to sponsor the second annual Youth Symposium on Tuesday, March 27, 2018. The Youth Symposium is similar in purpose to the youth conferences formerly held in Southfield, and the initial Youth Symposium was a huge success with over 500 participants. In addition to benefitting all attendees, the first annual symposium presented Southfield in a positive light and was even pictured in the 2017 year in review by the Southfield Sun this January.

Representatives from Project Manhood and the Southfield chapter of My Brother's Keeper will be present at the work session to discuss the symposium and answer any questions. Included with this document are a description of the symposium, an agenda for the symposium, a listing of the schools that are scheduled to participate and descriptions of the workshops that will be offered.

**Fiscal Impact:** The city is being asked to waive costs for this worthwhile event. The cost of this event will include both actual costs and lost potential revenue due to the pavilion and other rooms not being available for rental on March 27, 2018. Staff estimates actual costs for this program at approximately \$3,000, with such funding being provided from Account No. 208-551-5101-96965.

**Recommendation:** If there is a consensus to support this agenda item, it will be included in the consent agenda.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

FZJM

**Honorable Mayor and Council**  
**Second Annual Project Manhood Symposium**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**WHEREAS**, the annual youth symposium is a worthwhile event that provides valuable information to 500 young men; and

**WHEREAS**, Project Manhood and the Southfield Chapter of My Brother's Keeper have requested that the City of Southfield agree to co-sponsor the second annual Youth Symposium to be held on March 27, 2018.

**NOW, THEREFORE, BE IT RESOLVED**, That the Southfield City Council hereby agrees to co-sponsor the second annual Youth Symposium, including waiving all room rental and associated fees.

**Honorable Mayor and Council**  
**Second Annual Project Manhood Symposium**  
**Page 3**

**Description & Agenda**

**Purpose:** It is our goal of the students of Project Manhood to partner with the City of Southfield and My Brother's Keeper to provide a youth symposium to address the various needs of students that attend school in the City of Southfield and Oakland and Northern Wayne County. Several years ago, members in the Southfield community were successful with a Southfield youth conference. Last year the City of Southfield partnered with My Brother's Keeper and Southfield Public school's Project Manhood to host our 1<sup>st</sup> annual Men's Youth Symposium. Today, MBK, Project Manhood, would like the opportunity to provide a 2<sup>nd</sup> annual Men's Youth Symposium conference for the youth in our community on March 27<sup>th</sup> 2018

**Objective of this Symposium**

**Know:** Participants will know there are community resources and men in their community who are more than willing and able to assist and walk with them on their journey to becoming successful, well rounded professional men.

**Understand:** Participants will gain understanding of the obstacles and trials all young men (especially African American young men) face when they proceed on their individual path to excellence. Through workshop training participants will develop an improved self-respect for themselves and respect for their community around them. Participants will also understand (through presenters and an interactive experience with male leaders) the commitment and dedication it takes to accomplish personal, academic, and professional growth.

**Do:** Participants will be able to gain mentorship with professional men in their community. Participants will also be able to develop leadership skills and go back to their communities and lead other young men down a path of excellence both personally, academically, and professionally

**Target Audience:** Young men/boys in grades 8-12

**Location:** Southfield Civic Center - Pavilion and adjoining rooms

**Date:** March 27, 2018 9:30am-1:30pm

**Registration / Breakfast (Continental):** 9:00am- 9:30am

**Lunch:** 12:30 pm

**Dismissal Time:** 1:20pm



**Honorable Mayor and Council  
Second Annual Project Manhood Symposium  
Page 4**

**Number of Participants:** 500 Students 50 Adults

**Security:** Southfield Police Cadets and School Security

<b><u>SCHOOLS INVITED</u></b>	<b><u># OF INVITES</u></b>
<b>Birmingham Groves High School</b>	<b>30</b>
<b>Birney Middle School</b>	<b>30</b>
<b>Bloomfield High School</b>	<b>30</b>
<b>Clarenceville High School</b>	<b>30</b>
<b>Farmington High School</b>	<b>30</b>
<b>Harrison High School</b>	<b>30</b>
<b>Lake Orion High School</b>	<b>30</b>
<b>Levey Middle School</b>	<b>30</b>
<b>Oak Park High School</b>	<b>30</b>
<b>Pontiac High School</b>	<b>30</b>
<b>Redford Union High School</b>	<b>30</b>
<b>River Rouge High School</b>	<b>30</b>
<b>Southfield A&amp;T High School</b>	<b>100</b>
<b>Southfield Christian High School</b>	<b>40</b>
<b>Southfield Crescent Academy</b>	<b>40</b>
<b>Southfield Regional Academy Center</b>	<b>50</b>
<b>Thurston High School</b>	<b>30</b>
<b>University High School</b>	<b>30</b>
<b>West Bloomfield High School</b>	<b>30</b>
<b>Walled Lake Central High School</b>	<b>30</b>
<b>Walled Lake North High School</b>	<b>30</b>
<b>Walled Lake Western High School</b>	<b>30</b>
<b>Expected Attendance:</b>	<b>500</b>

**Honorable Mayor and Council**  
**Second Annual Project Manhood Symposium**  
**Page 5**

**Itinerary**

**Schedule:**

**9:00 - 9:30am Arrival & Registration**

- Speakers checked-in
- Students arrive and meet in Pavilion
- Breakfast snack

**9:30 - 9:45am Opening Comments**

- Mayor For the City of Southfield
- Step team perform
- Fraternities
- EMU Drill Team

**9:45 - 10:05am Morning Speaker**

**10:15 - 10:55am Session I**

- Snap Back on “Snap Chat” (Pavilion)
- Stay Woke - Minority Report (220 Upstairs)
- Interaction with Law Enforcement (Run, Fight, comply) (Marcotte Room)
- Be All You Can Be (Armed Forces) (221 Upstairs)
- Money, Investing, American Dream (Room 113)

**11:00 - 11:40am Session II**

- Snap Back on “Snap Chat” (Pavilion)
- Where Do We Go From Here College v. Vocation (220 Upstairs)
- Law Enforcement (Run, Fight, Comply) (Marcotte Room)
- Be All You Can Be (Armed Forces) (221 Upstairs)
- Gateway of Choices (Dirty Sprite) (Room 113)

**11:45am - 12:25pm Session III**

- Snap back on “Snap Chat” (Pavilion)
- Be All You Can Be (Armed Forces) (221 Upstairs)
- Where Do We Go from here College v. Vocation (220 Upstairs)
- Teenage Intimacy Choices and Consequences (Marcotte Room)
- Gateway of Choices (Dirty Sprite) (Room 113)

**12:30 - 12:50pm Lunch Buffet**

**12:50 - 1:20pm Lunch Keynote Speaker**

**Dismissal: 1:20 - 1:30pm**

Workshop Descriptions

**Money, Investment, and Financial Freedom (Rich by 40)**

This workshop deals with the importance of budgeting and finance. Participants will learn strategies for securing a healthy financial future by investments and money management. The speaker will interact with participants and stimulate thought provoking questions about what kinds of things young people waste money on for a compliment and how others invest in capital and see long term wealth

**Interaction with Law Enforcement (Run, Fight, Comply, Complain)**

The workshop deals with interactions between law enforcement in the community, particularly African American young men in the community. This workshop is intended to start an honest and straightforward dialogue about the stereotypes and biases by both the community and law enforcement. We will also be discussing important points regarding what one should do when approached by law enforcement as well as what rights citizens are guaranteed.

**“Stay Woke”- Minority Report**

Participants at this workshop will face candid, uninhibited questions regarding who we are as African American Men. How we are previewed in America both now, and in the past, and how we perceive ourselves today as African American men. The intent of this workshop is deliver an honest, forthright discussion about us as a people, as a community, and as men.

**Gateway of Choices “Dirty Sprite”**

Dirty Sprite, Blunts, Pills & Needles are the drugs of choice in the 12st century which most teenagers have heard of, and or tried.

This workshop deals with drug prevention, drug addiction, and family members addicted to drugs. Attendees will gain perspective on alternative choices to drug use and addiction and well as given information about treatment, prevention and wrap around services for families dealing with drug addiction.

**Snap Back on Snap Chat**

This workshop will address the growing issue of appropriate communication on social media. There is a right and a wrong way to use social media. We will have an in-depth discussion on the consequences to inappropriate use of social media and appropriate use of social media.

Remember, colleges and employers go straight to social media before, or after an interview. We will have honest discussions about when and how to use social media as a resource to entrepreneurship

**Choices and Consequences of Teenage Intimacy**

This workshop delivers the realities and consequence of unsafe sex as a teenager, Teenage pregnancy, Herpes, HIV/AIDS, and STDs can all be very real consequences of sex as a teenager.

Participants will discuss the pressures of rushing into sex. They will also be given hard facts on choices others have made while a teenager and the hard realities which followed,

Participants will have the opportunity to meet and talk to survivors of HIV/AIDs, and herpes survivors. They will also be provided with community resources with regards to healthy living, free HIV testing, and provided with information which leads to healthy decision making.

**Where Do We Go From Here (College v. Vocational Training)**

This workshop is for all students who will graduate in the next 2-3 years. Presenters will not only give pathways to college both 2 and 4 year but also trade and vocational schools.

Making the transition into college can be an exciting, yet scary step in a student's life, and rarely does this journey come with a comprehensive set of instructions as to how students will find their way to the finish line. Jahquan Hawkins uses both the struggles he faced as a first-time college student and his professional lens as a current higher education professional, to offer students sincere, yet proven counsel when it comes to navigating the path from admission to graduation

**Be All You Can Be In The Armed Forces**

In this workshop young men will be exposed to the truth about military life. They will get an honest and frank discussion about the military. The National Guard will present their programs for seniors and high school graduates and take questions about military life. The armed forces is not for everybody. However, the military is an option for students who want to serve their country, gain a trade, and earn money for college. Participants who attend this workshop will leave with a much clearer picture of what the armed forces offers.



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Request to List Non-Buildable City-Owned Lots for Sale**

Dear Sirs and Mesdames:

**Background:** The City of Southfield owns several vacant parcels of property within the city that do not meet current zoning requirements to be used as buildable lots and are surplus to the city's current and anticipated needs. As non-buildable lots, these parcels are of practically no value to anyone other than adjacent property owners. The City Assessor has identified one dollar per-square-foot as a fair offering price for these properties.

The intent of this agenda item is for the city to divest itself of these properties by offering the parcels for sale as splits to adjacent and logically connected property owners. Adjacent logically connected property owners mean owners of lots on either side, but not behind, the city-owned lots that are connected to the city-owned parcel by more than a few feet of common boundary. The parcels would be offered in whole to adjacent logically connected property owners if both property owners do not desire to split the parcel or if there is only one adjacent and logically connected property owner.

The city-owned parcels that have been identified for possible sale are listed below. The list is not a complete list of city-owned vacant non-buildable parcels as continued city ownership of some parcels serve legitimate governmental needs and some parcels may not be practical to sell now. All lots proposed for sale have been reviewed by all relevant city departments to ensure that no current or anticipated future need is missed, and each lot will be reviewed a second time prior to any sales being proposed to council. All necessary city easements will also be included in the terms of each sale.

Parcel Number	Location	Square Feet	Zoning
76-24-09-302-009	Dead end of Woodland St.	1,459	R-E Single Family
76-24-09-352-008	Wildbrook Dr. S. of Woodland Dr.	3,823	R-E Single Family
76-24-23-354-012	E. of 19741 Hilton	5,800	R-A Single Family
76-24-31-102-008	Poinciana E. of The Arbors	400	R-1 Single Family
76-24-31-152-038	Poinciana St. at Shiawassee Rd	4,518	R-1 Single Family
76-24-36-304-009	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-304-010	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-326-011	N. E. Corner Lathrup and Dorset	7,159	R-4 Single Family
76-24-31-127-005	W. Nine Mile W. of Korean Presbyterian Church (landlocked)	9,628	R-1 Single Family

**Honorable Mayor and Council**  
**Sale of Small Parcels**  
**Page 2**

Council had previously approved the sale of parcels 76-24-36-304-009 and 76-24-36-304-010 to an adjacent property owner. Unfortunately, he lacked the funds and the sale never occurred.

Attached to this agenda item are maps showing the location of each parcel, a letter from the Michigan Municipal Risk Management Authority supporting divestiture of unneeded parcels, and a listing of basic land requirements for the above zoning districts.

**Fiscal Impact:** The fiscal impact of selling these parcels will be positive in that the sales will generate revenue and that the parcels will be returned to the tax rolls but minimal as the parcels are small and undeveloped. There will also be a reduction in potential maintenance costs and the elimination of possible premises liability.

**Recommendation:** If there is a consensus on this item, it will be moved to the consent agenda.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

FZJM

**Honorable Mayor and Council**  
**Sale of Small Parcels**  
**Page 3**

**RECOMMENDED RESOLUTION:**

**WHEREAS**, the non-buildable parcels of property listed below are surplus to the city’s current and anticipated need, and

PIN	Location	Square Feet	Zoning
76-24-09-302-009	Dead end of Woodland St.	1,459	R-E Single Family
76-24-09-352-008	Wildbrook Dr. S. of Woodland Dr.	3,823	R-E Single Family
76-24-12-177-021	Catalpa Dr. E. of Spring Arbor Dr.	7,258	R-A Single Family
76-24-17-451-014	Adjacent to Regal Apt. on 11 Mile	29,269	R-C Regional Center
76-24-23-354-012	E. of 19741 Hilton	5,800	R-A Single Family
76-24-25-130-001	W. of 17275 Anna	5,027	R-3 Single Family
76-24-31-102-008	Poinciana	400	R-1 Single Family
76-24-31-104-001	Anna St	9,629	R-1 Single Family
76-24-31-152-038	Poinciana	4,518	R-1 Single Family
76-24-36-304-009	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-304-010	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-326-011	Lathrup Boulevard	7,159	R-2 Single Family
76-24-31-127-005	W. Nine Mile (landlocked)	9,628	R-1 Single Family

**WHEREAS**, selling these parcels produce revenue, return them to the tax rolls and reduce maintenance and potential liability costs.

**NOW, THEREFORE, BE IT RESOLVED**, that council does hereby authorize the sale of these parcels to adjacent property owners.





MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

December 11, 2017

Mr. John Michrina, Deputy City Administrator  
City of Southfield  
26600 Evergreen Rd.  
Southfield, MI 48708  
[JMichrina@cityofsouthfield.com](mailto:JMichrina@cityofsouthfield.com)

**RE: City Owned Vacant Land**

Dear Mr. Michrina:

Thank you for meeting with me on November 29, 2017. We discussed the implications of the city having unused land. Any time that the city has additional property, there is inherently more risk. At minimum the slip, trip, fall and general liability risk exists. This risk can be exacerbated if proper maintenance, and documentation of same, does not occur. This, and other potential risks associated with property ownership, its use and maintenance must be considered in concert with the opportunity trade-offs. At times the inherent exposure of possessing property may warrant a risk avoidance approach in which the city decides to divest itself of said property as the best way to manage the risk. Those decisions of course, ultimately rest with the city, I highlight the risk avoidance option as a way to potentially best manage the exposure.

This review is intended to assist your organization's risk management program, however it may not review or address, all of your organization's exposures.

**MMRMA Risk Control and resources available to you:**

In our discussion you had asked for a list of what has been approved in the RAP/CAP grants. At this time that very list is being revised as there have been some program changes. I expect that list to be available online after the annual meeting in August. Fundamentally, items that are both innovative and have a positive return on investment in terms of risk management control will have the greatest chance of being approved by the Membership Committee.

MMRMA takes a highly proactive approach to risk control. Our risk consultants specialize in public-entity risk management and we have experts in the fields of law enforcement, fire/EMS, DPS, corrections, parks and recreation, and more. In addition to onsite visits and consultations, MMRMA's risk consultants, working closely with risk control advisory committees, have developed and published a number of resources that are available in the "Members Only" section of MMRMA's website. The website also provides members with a portal to sign up for newsletters, training, and other events. Online calendars provide information for upcoming committee meetings, training, and important deadlines.

In addition to expert risk control assistance, MMRMA supports its members in mitigating loss exposures through Risk Avoidance Program (RAP) and Certification and Accreditation (CAP) grants. Reimbursement



MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

is available for specialized equipment, risk reduction initiatives, training, and accreditation programs through an application process. Details regarding this program are available at [www.mmrma.org](http://www.mmrma.org). Please contact MMRMA Risk Control team at any time if you have any questions regarding available services, training, or resources.

I appreciate you making the visit productive and enjoyable. If I may assist you now, or in the future, please contact me.

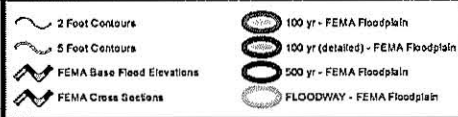
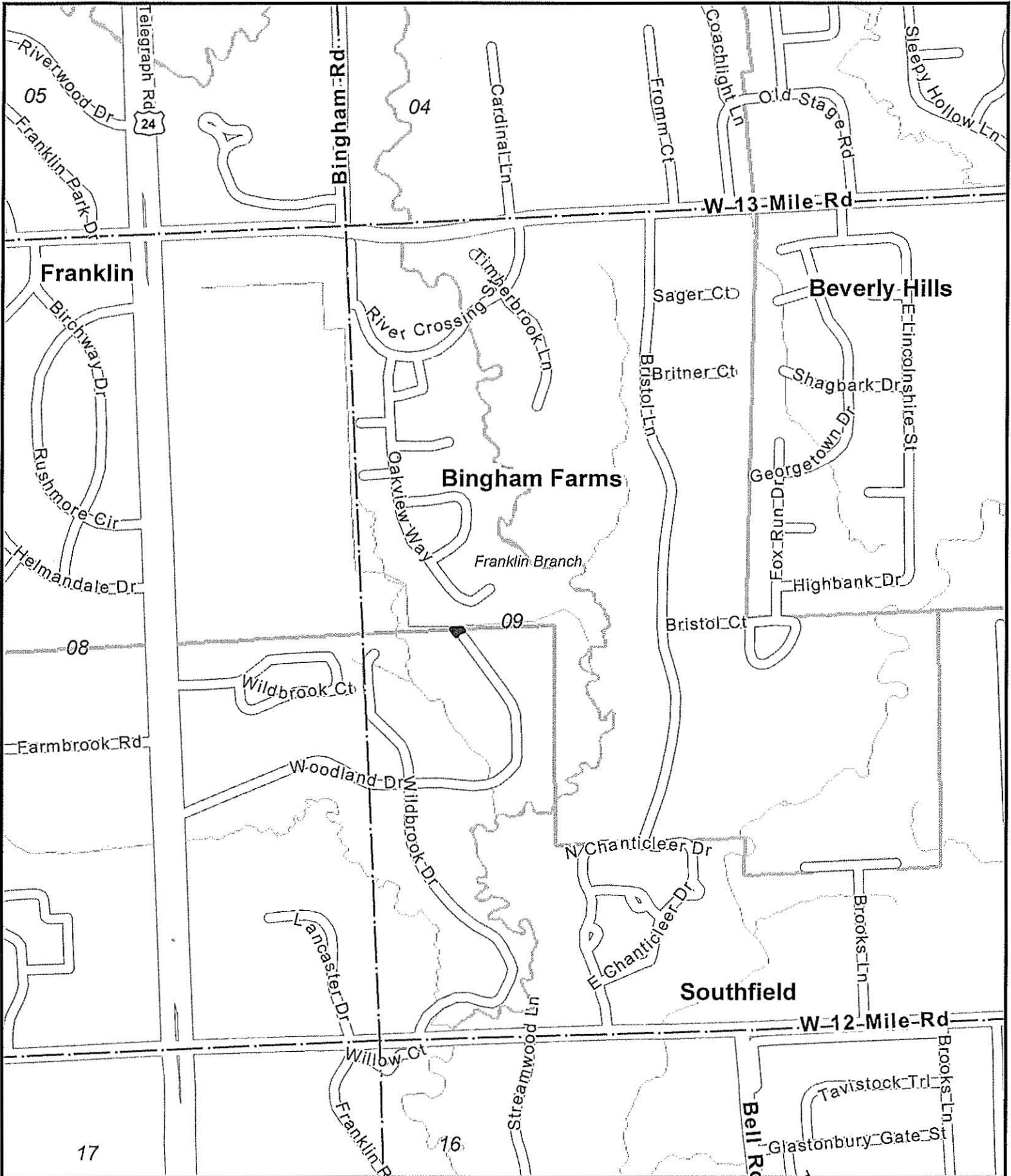
Sincerely,

Stephen J. Tobler, MA, ARM, CPCU, CPP, SPHR, SHRM-SCP  
Senior Risk Control Consultant

Cc: Mr. Tim McClorey, Regional Risk Manager, MMRMA

### Select Land Requirements for Various Zoning Districts

Zoning District	Required Lot Area		Area required for development purposes (Acres)	Minimum Lot Width (Feet)	Minimum yard setback in feet			
	Sq. ft./Dwelling Unit	Sq. ft./room of 80 sq. ft. or more			Front	Least Side	Total Sides	Rear
RA	7,500			65	30	8	20	35
R1	9,000			70	40	8	20	35
R2	9,000			70	40	8	20	35
R3	9,000			70	40	8	20	35
R4	9,000			70	40	10	25	35
RE	20,000			90	40	10	25	35
R-T		2,000			30	30		30
RM Multiple		1,500	2 acres		50	50		50
RMM		(u)	3 acres		75	50		50
RMU		(u)	5 acres		75	50		50

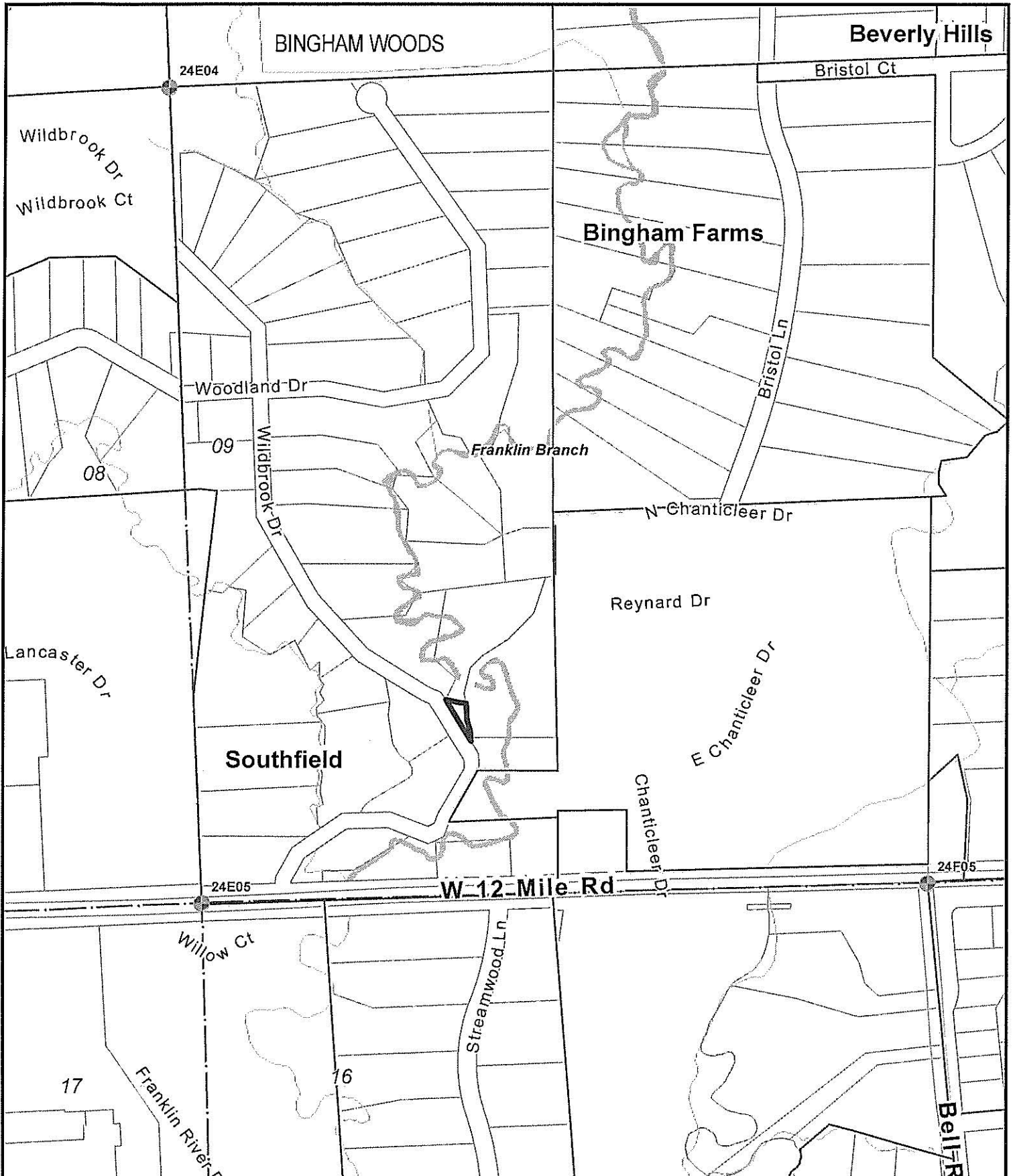


Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.

**OAKLAND COUNTY MICHIGAN**  
 Economic Development & Community Affairs  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/9/2018  
  
 NORTH  
 1 inch = 800 feet

76 24 09 352 008



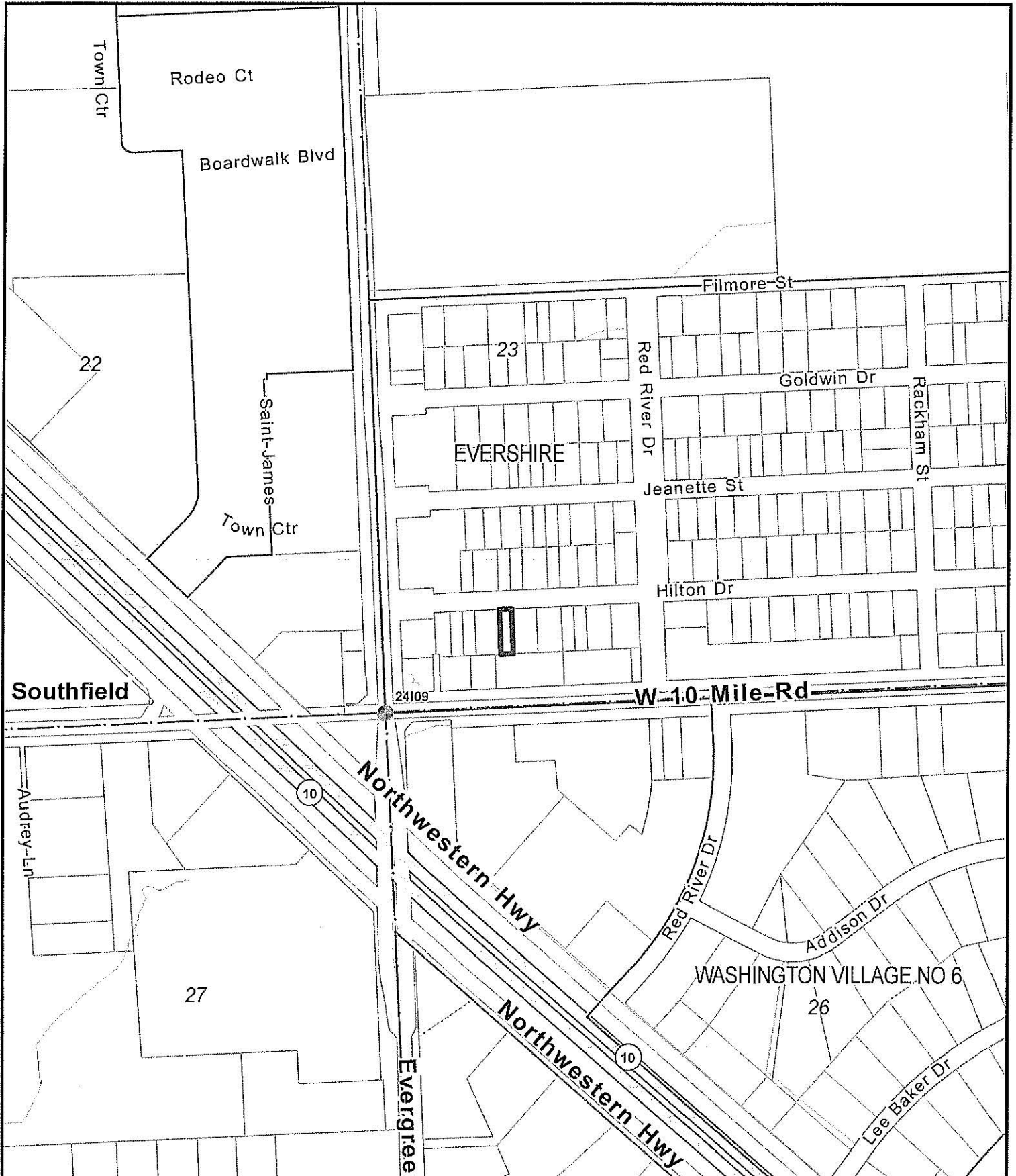
- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain









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**OAKLAND COUNTY**  
 ECONOMIC DEVELOPMENT & COMMUNITY AFFAIRS  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/11/2018  
  
 NORTH  
 1 inch = 400 feet


76 24 23 354 012



-  2 Foot Contours
-  5 Foot Contours
-  FEMA Base Flood Elevations
-  FEMA Cross Sections
-  100 yr - FEMA Floodplain
-  100 yr (detailed) - FEMA Floodplain
-  500 yr - FEMA Floodplains
-  FLOODWAY - FEMA Floodplain

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**OAKLAND COUNTY**  
 Economic Development & Community Affairs  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/10/2018  
  
 NORTH  
 1 inch = 400 feet


76 24 31 102 008

W 9 Mile Rd

22270

Poinciana St

22268

-  2 Foot Contours
-  5 Foot Contours
-  FEMA Base Flood Elevations
-  FEMA Cross Sections
-  100 yr - FEMA Floodplain
-  100 yr (detailed) - FEMA Floodplain
-  500 yr - FEMA Floodplain
-  FLOODWAY - FEMA Floodplain

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.



L. Brooks Patterson  
Oakland County Executive

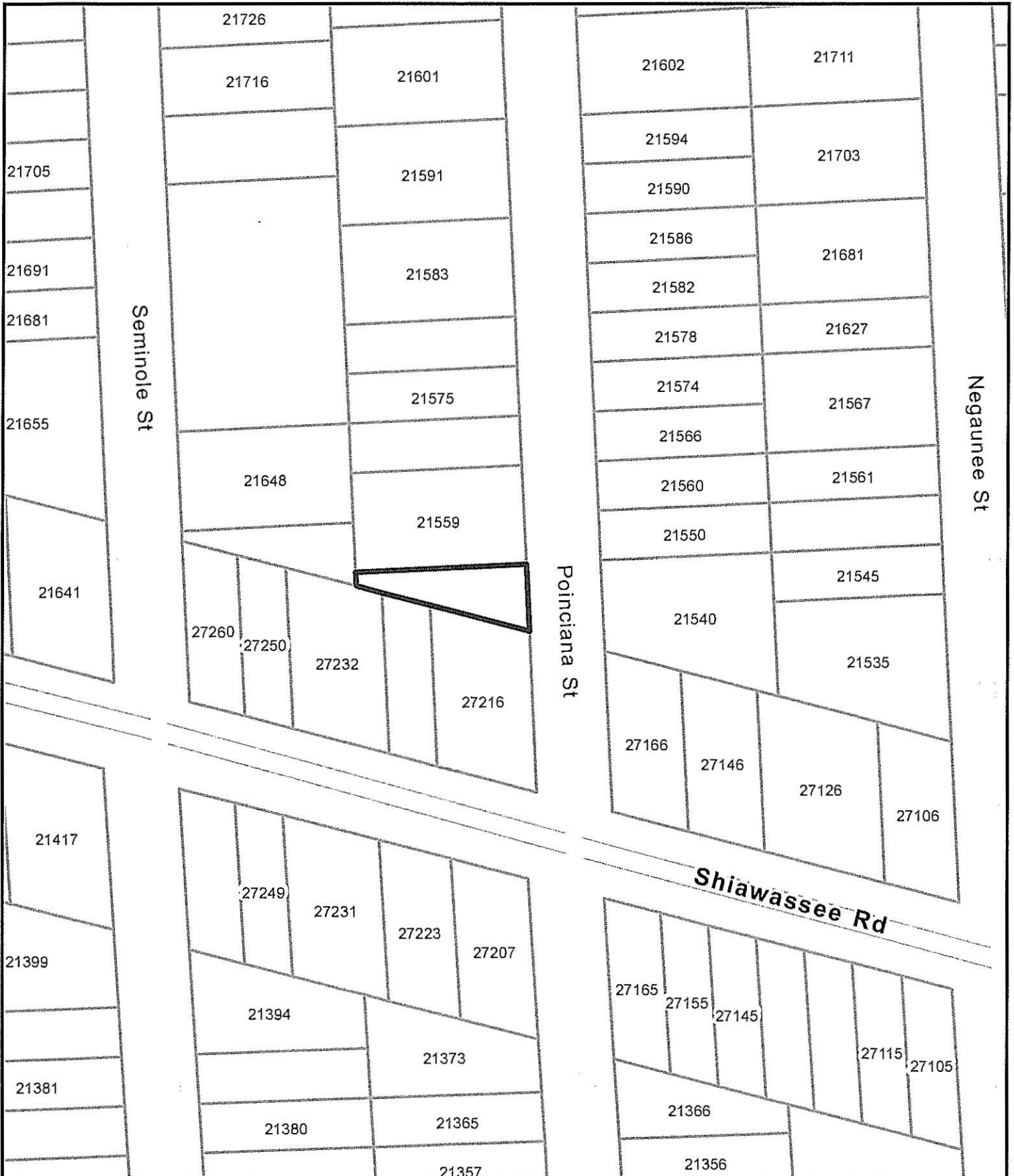
Date Created: 1/22/2018



1 inch = 50 feet



# 76 24 31 152 038



2 Foot Contours	100 yr - FEMA Floodplain
5 Foot Contours	100 yr (detailed) - FEMA Floodplain
FEMA Base Flood Elevations	500 yr - FEMA Floodplain
FEMA Cross Sections	FLOODWAY - FEMA Floodplain

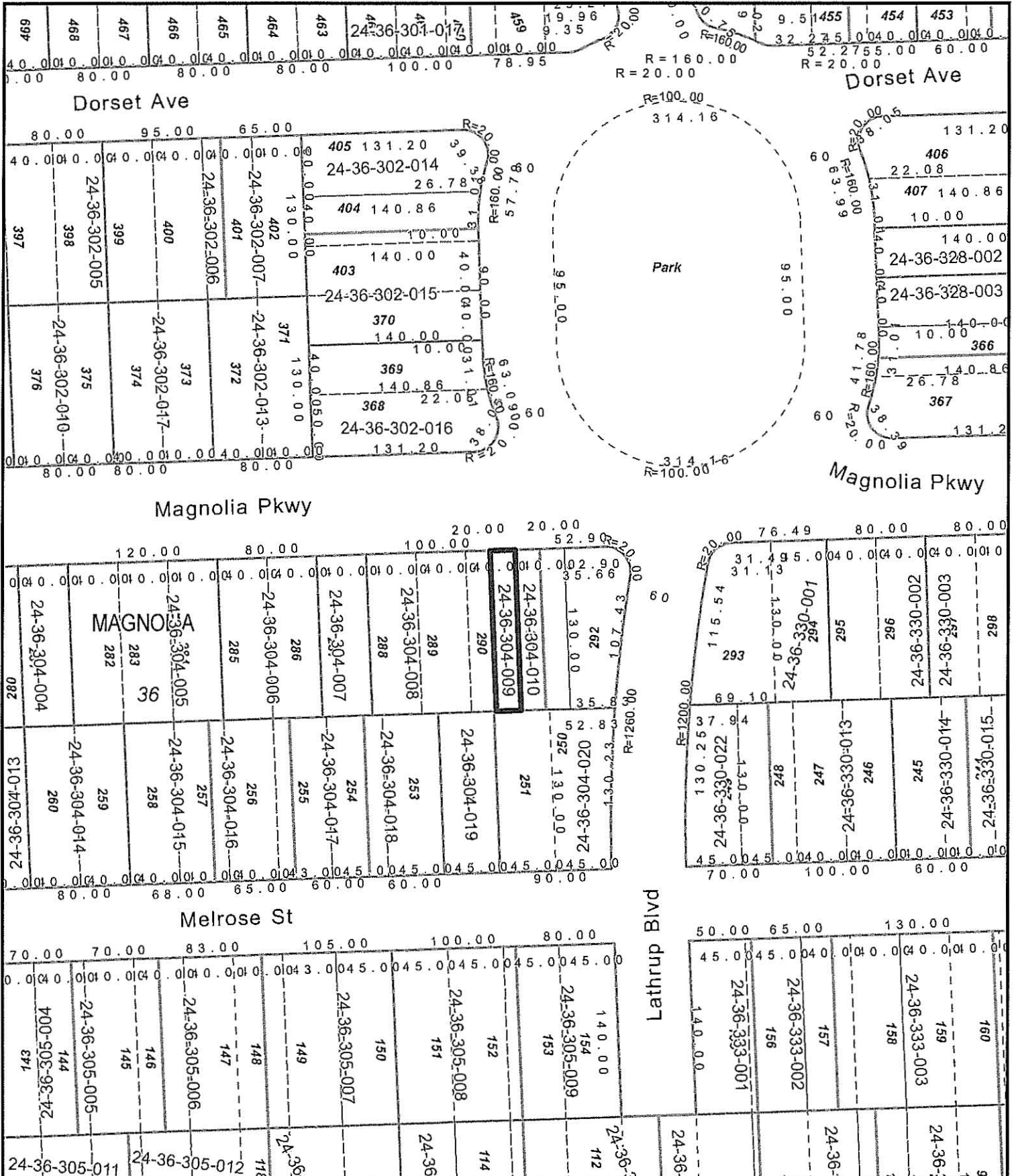
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**OAKLAND COUNTY**  
 Economic Development & Community Affairs  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/22/2018  
  
**NORTH**  
 1 inch = 100 feet



# 76 24 36 304 009

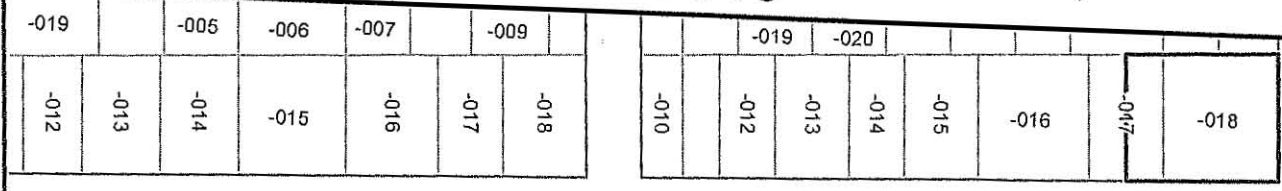


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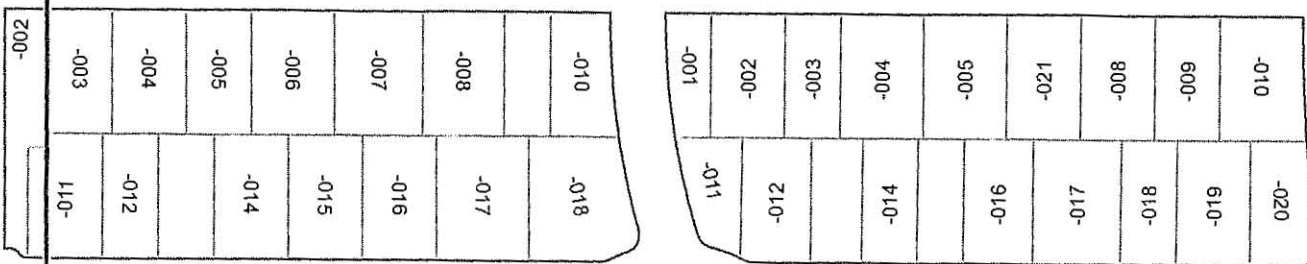
**OAKLAND COUNTY**  
 L. Brooks Patterson  
 Oakland County Executive

Date Created: 1/11/2018  
  
 NORTH  
 1 inch = 100 feet

# 76 24 36 304 010

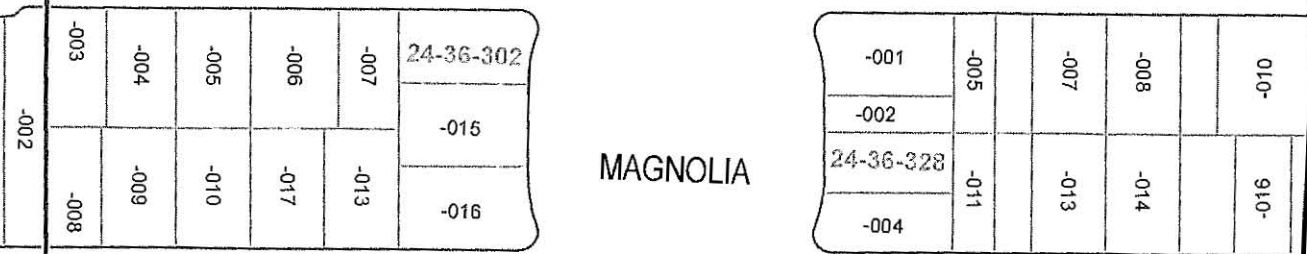


Gornell-Rd



Dorset Ave

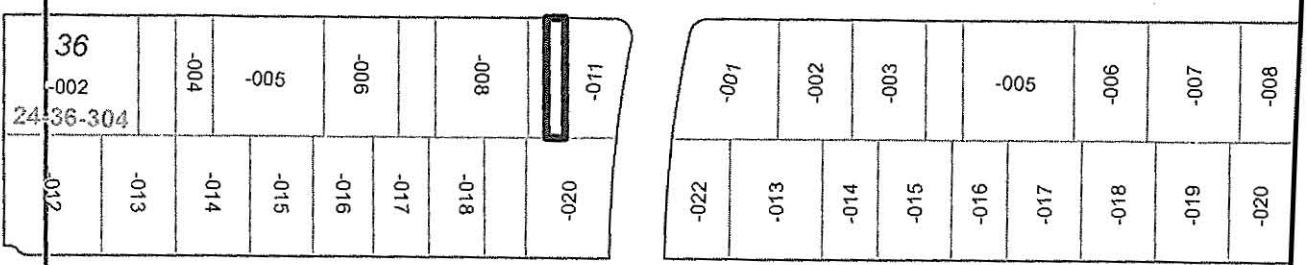
Dorset Ave



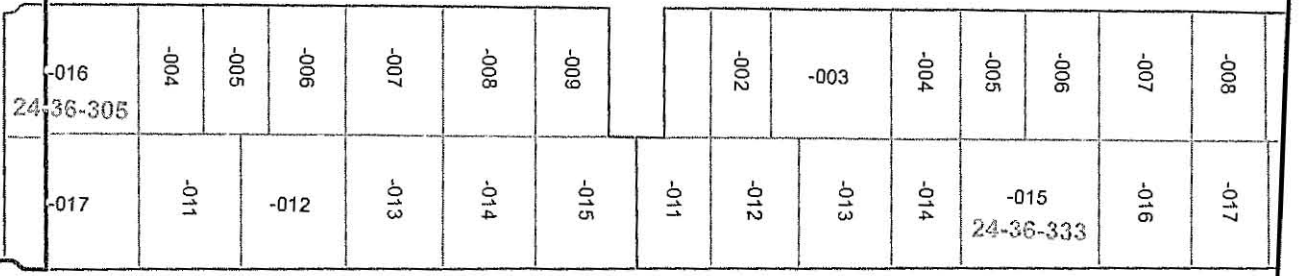
MAGNOLIA

Magnolia Pkwy

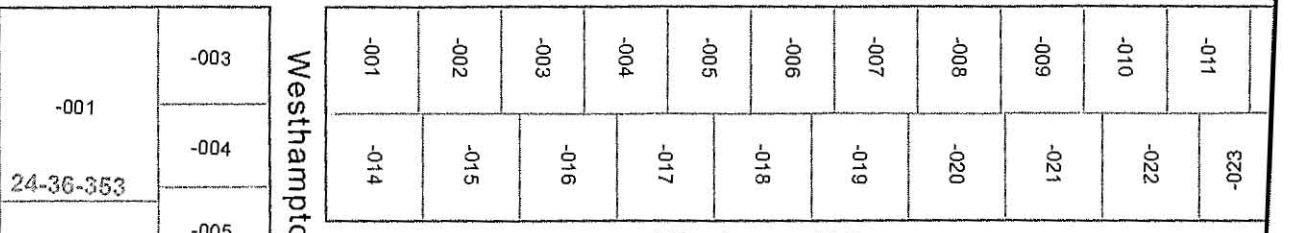
Magnolia Pkwy



Melrose St



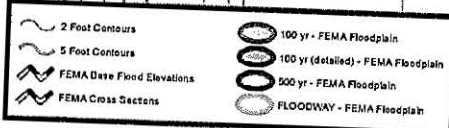
Westland-Ave



Westhampton

Westover Rd

Southfield Rd  
39  
39  
35



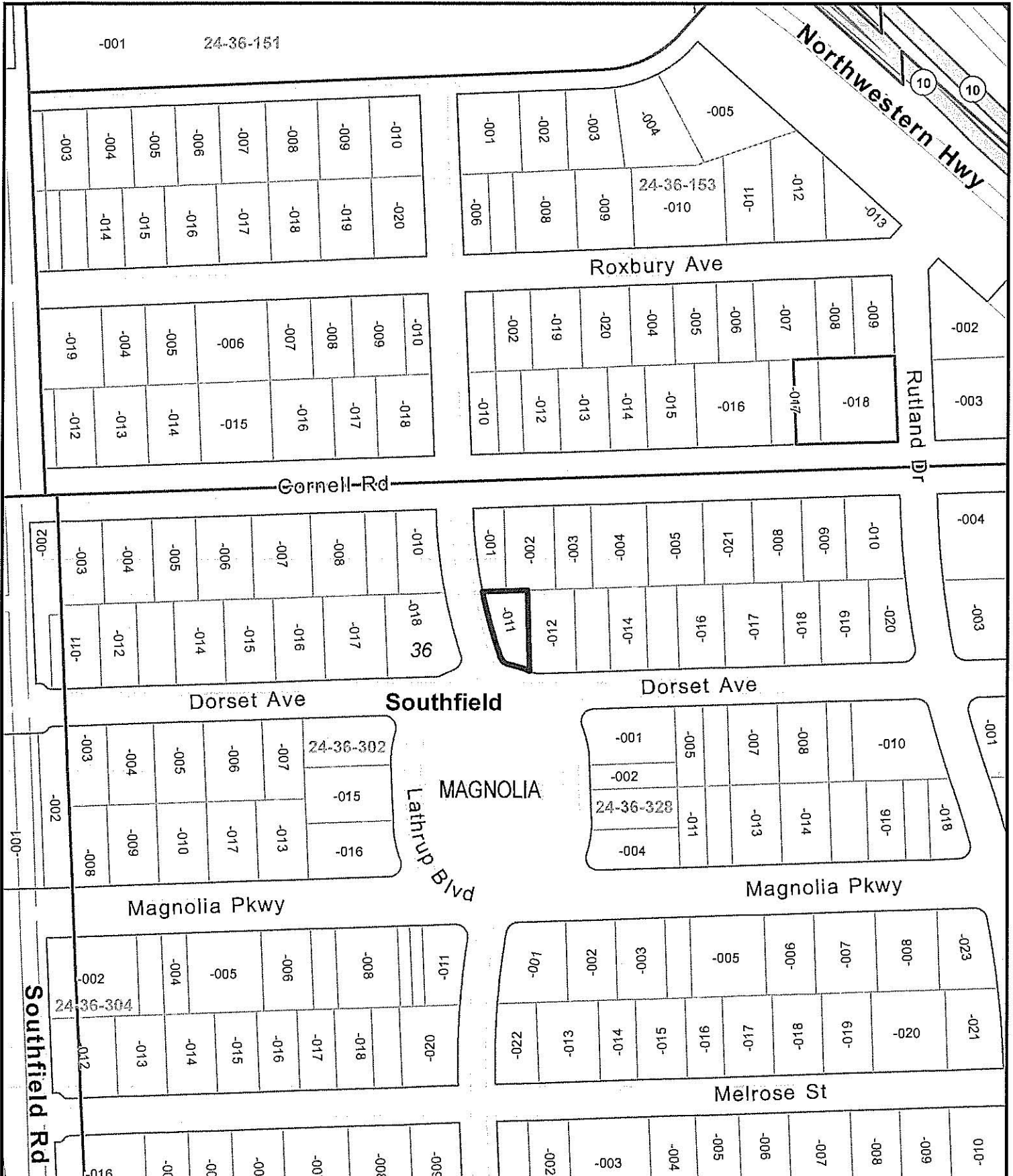
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**OAKLAND COUNTY**  
Economic Development & Community Affairs  
L. Brooks Patterson  
Oakland County Executive

Date Created: 1/11/2018

**NORTH**  
1 inch = 200 feet

# 76 24 36 326 011



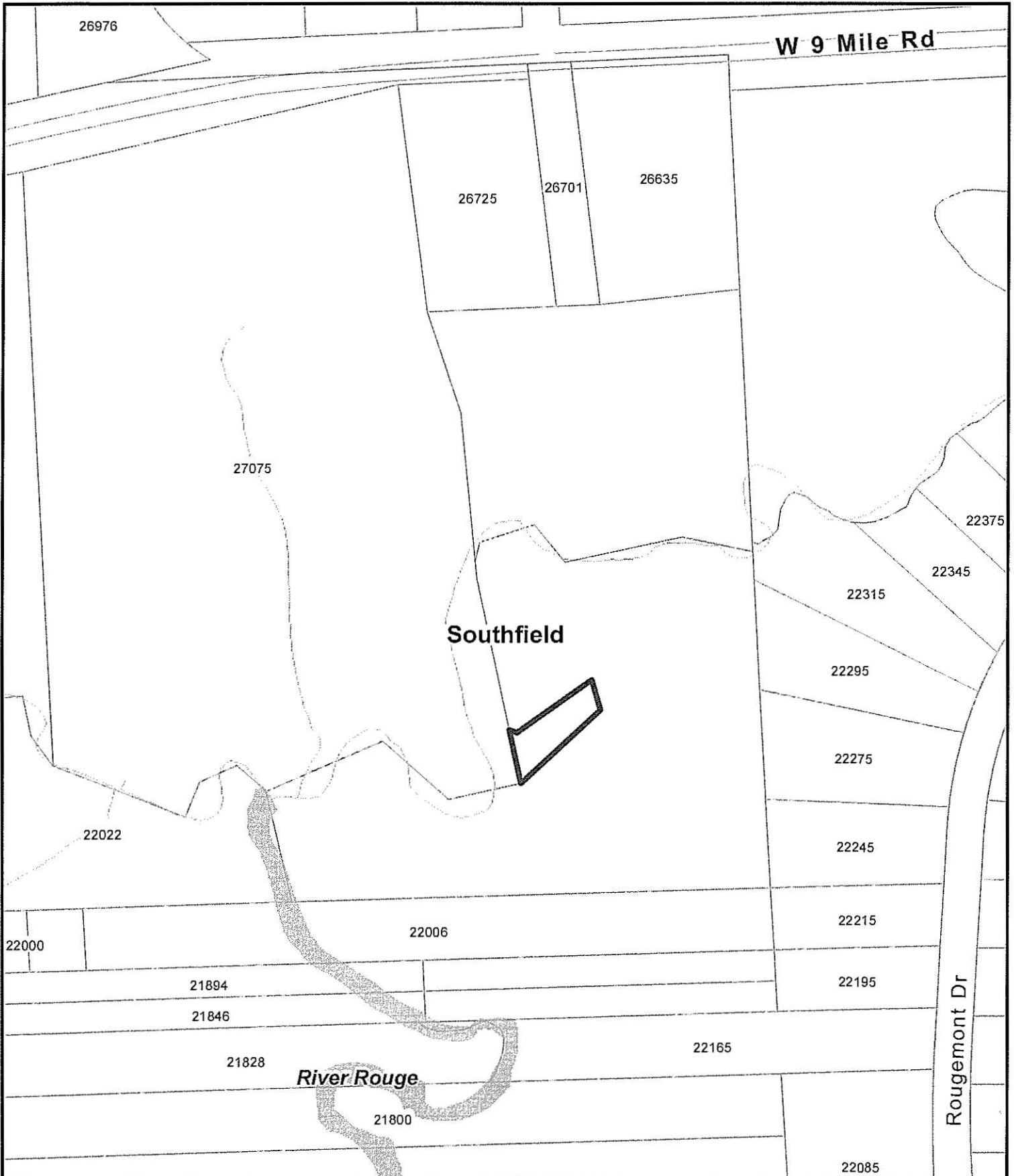
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**OAKLAND COUNTY**  
 Economic Development & Community Affairs  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/23/2018



# 76 24 31 127 005



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

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**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/22/2018

**NORTH**  
 1 inch = 200 feet



January 29, 2018

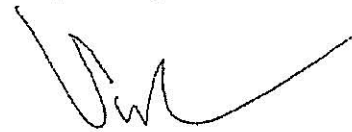
Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan 48076

RE: Discussion of Participation in Opioid Litigation

Dear Sirs and Mesdames:

At your January 29, 2018 study session, I would like to discuss with you the potential for the City of Southfield participating in the public interest opioid litigation which was initially brought before City Council at your meeting on January 8, 2018. Following the discussion, if Council desires to pursue participation in such litigation, it is my recommendation that a request for qualifications be initiated by the Purchasing Department relative to securing the services of qualified attorneys to represent the City's interests in this matter.

Respectfully submitted:

A handwritten signature in black ink, appearing to read 'Susan P. Ward Witkowski', written in a cursive style.

Susan P. Ward Witkowski  
City Attorney



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Decommission Electrical Service - JC Penney Building, 21500 Greenfield Road**

Dear Sirs and Mesdames:

**Background:** Prior to the expected demolition of the JC Penney building, scheduled for 2018, it is necessary to have DTE Energy decommission all of the electrical service associated with the building.

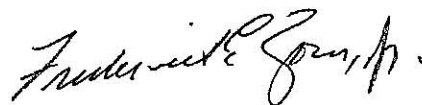
DTE will remove electrical utilities that presently service the site including removing joints and 300' cable, cleaning and abating one manhole and dismantling branch joints.

At its January 24, 2018 meeting, the Northland Steering Committee recommended moving this request forward to Honorable members of Council for approval.

**Fiscal Impact:** DTE estimates their fee to not exceed \$30,000. Funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.

**Recommendation:** This office therefore respectfully requests your Honorable Body adopt a resolution to approve funding allowing DTE Energy to decommission all electrical services to the former JC Penney site, and further authorizes the Mayor and City Clerk to execute any contract documents for such work. If there is a consensus on this item, it will be moved to the consent agenda.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorize funds in the amount not to exceed \$30,000 to decommission electrical services at the JC Penney Building, 21500 Greenfield Road, Southfield, MI.

**BE IT FURTHER RESOLVED:** That Council authorizes the Mayor and City Clerk to execute any contract documents for the proposed scope of work after review and approval from the City Attorney's Office.

**BE IT FINALLY RESOLVED:** That funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.





**DTE Energy**

One Energy Plaza, Detroit, MI 48226-1279

## **Construction Proposal**

**Date: January 3, 2018**

**To: Fred Zorn  
City Administrator**

**From: Anthony Fordham**

**Subject: Method of Service for:  
21500 Northwestern Hwy, Southfield, MI 48075, (JC Penney's)**

This letter is in reply to your request for an estimated cost to decommission. 21500 Northwestern Hwy, Southfield, MI 48075. I appreciate the opportunity to provide you with the following information based on our previous discussions.

### **Assumptions or background:**

The City of Southfield is requesting DTE to remove underground cable that is currently serving 21500 Northwestern Hwy (JC Penney's) in preparation of demolishing the site.

### **Scope of Work**

Remove DTE underground cable connecting to 21500 Northwestern Hwy (JC Penney's)

- Remove joints and 300' of cable
- Breakdown branch joint
- Clean and abate 1 manhole

### **Cost**

The total cost for removal due is: \$ \$ 29,685.00

### **Expiration Date and Formal Go-Head**

Information contained in this memo is valid for 6 months. No capacity will be reserved after the 6-month timeframe unless an official go-ahead memo is received. To move forward with this project, please make your formal Go-Ahead memo to my attention.

Notes

The time duration for removal will begin after a written go-ahead and payment has been received. The cable at 21500 Northwestern Hwy is customer property and DTE is only responsible for equipment connecting from DTE's system to the switch cabinet. All equipment beyond that is the customer's responsibility and these costs do not include the removal of the underground cable serving 21500 Northwestern Hwy.

Anthony Fordham  
Principle Account Manager  
DTE Energy Company  
8001 Haggerty Road, Suite 125  
Belleville, MI 48111

Once formal Go-Ahead has been received, I will coordinate a pre-construction meeting with your electrical contractor and our primary services field personnel.

Should you have any questions, please feel free to contact me at O: (734) 397-4472, C: (313) 719-0203 or email: anthony.fordham@dteenergy.com

Sincerely,

Anthony Fordham  
Principle Account Manager  
Major Account Services

cc: File  
Leroy Southworth  
Alan Thomas

Accepted by:

---

Thank you



DTE Energy, Principal Account Manager, Anthony Fordham



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Northland Subsurface Space Study**

Dear Sirs and Mesdames:

**Background:** As the process of demolishing the balance of the mall moves forward there is a need to determine if the subsurface space can be utilized or if development can occur should the walls and structures remain underground. OHM Advisors has been asked to explore the suitability of these issues.

The study will address areas that include the following:

1. Potential uses of the space
2. Practical and technical issues (water proofing, structure, cost)
3. Master Plan revisions required due to the configuration of the space

At its January 24, 2018 meeting, the Northland Steering Committee recommended moving this request forward to Honorable members of Council for approval.

**Fiscal Impact:** OHM estimates their fee to not exceed \$28,000. Funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.

**Recommendation:** This office therefore respectfully requests your Honorable Body adopt a resolution to approve funding allowing OHM Advisors to conduct a study to determine the possibility of re-using the existing underground space below the former Northland Mall and further authorizes the Mayor and City Clerk to execute any contract documents for such work. If there is a consensus on this item, it will be moved to the consent agenda.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorize funds not to exceed \$28,000 for a study to determine the possibility of re-using the existing underground space below the former Northland Mall; and

**Honorable Mayor and Council**  
**Northland Subsurface Space Study**  
**Page 2**

**BE IT FURTHER RESOLVED:** That Council authorizes the Mayor and City Clerk to execute any contract documents for the proposed scope of work after review and approval from the City Attorney's Office.

**BE IT FUTHER RESOLVED:** That funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.



ARCHITECTS. ENGINEERS. PLANNERS.

December 21, 2017

Mr. Fred Zorn  
City Administrator  
City of Southfield  
26000 Evergreen Road  
PO Box 2055  
Southfield, MI 48037-2055

RE: Northland - Subsurface Space Study

Dear Fred,

Over the last year or more there have been many important accomplishments related to the redevelopment of the Northland Mall site. During the preparation of the Redevelopment Vision Plan, the subterranean space under the mall was considered for reuse. However, the recommendation was made to abandon this space. During the analysis of the Hudson's Building, the OHM team identified ways that the underground portion of the structure could be potentially re-purposed. Based on the previous work and studies, we understand that the City of Southfield administration would like to explore the possibility of re-use of all the space below the existing mall structure and understand the potential impact on the current redevelopment concept plan. At your request, we have prepared a proposal with the purpose to explore the suitability of adaptively re-using the existing underground space below the Northland Mall.

OHM Advisors will continue our partnership with RTKL to have their architecture team assist us with this effort. We are pleased to offer you this proposal for professional services. The following outlines our project Scope of Work and Considerations:

### **SCOPE OF WORK**

The purpose of this study is to explore the feasibility of saving and re-using the subsurface basement area at Northland Mall. The study will address three areas:

- Potential uses of the space
- Practical and technical issues (water proofing, structure, cost)
- Master Plan revisions required due to the configuration of the space

The CallisonRTKL/ OHM team of retail architects, urban designers and planners will evaluate potential uses for the subsurface space and in relation to the current Master Plan with potential implications on changes in the conceptual layout.

#### **WORKSTEP 1: Subsurface Options**

**2 weeks duration**

Our first step will be to consider creative concepts for re-use of the subsurface basement space. A variety of uses will be considered. This may include whole or a majority reuse of the space, selective demolition, and site re-grading concepts. The goal will be to quickly and creatively consider options and their impact on the Master Plan, while



keeping practical implications in mind. We will present two Options; one for total re-use, and another for re-use of the majority of the subsurface space.

Deliverables:

- Market-based Rationale
- Subsurface Use (2 Options)
- Concept sketches (6)
- Master Plan Overlay Concept Sketch only for 2 Options
- Technical Concepts (Waterproofing & Structure)
- Images
- Area Tabulations

**WORKSTEP 2: Development of the Preferred Option**

**2 weeks duration**

Based on feedback from the client team, we will develop the preferred option to include more refined plans and images, to assist in final decision-making.

Deliverables:

- Market-based Rationale
- Concept Diagram
- Master Plan Revision
- Grade Level Plan Diagram
- Basement Floor Plan showing proposed areas, structural grid, horizontal and vertical circulation
- Technical Concepts (Waterproofing & Structure)
- Images

**MEETINGS**

- Meeting #1 - Conference call with the City of Southfield to review subsurface options from Workstep 1.
- Meeting #2 – In person meeting to review the final preferred option from Workstep 2.

**CONSIDERATIONS AND PROJECT UNDERSTANDING**

- OHM and our consultants will assume that existing conditions are reflected on the original drawings.
- The Terms and Conditions for this work is based on the MSA between OHM and the City of Southfield.
- The schedule of rates for this work is the current contract between OHM and the City of Southfield.

**ADDITIONAL SERVICES**

The following services are not included in the Scope of Work and Fee for the above proposed work but may be added at any time for additional fee.

- Utility planning above that which is listed within the above “Scope of Work”.
- Architectural design of building other than that which is listed above.
- Additional plans and revisions beyond that outlined in “Scope of Work” above. Multiple alternatives, and/or significant revisions may require additional fee to complete. Such contract changes will be approved, in writing, by the Client as they become identified.
- Rezoning, development plans, entitlements, permitting documents, including related application preparation and public meeting attendance/representation.



## SCHEDULE

The work described above will be completed over the course of four weeks, plus two weeks for the holiday season. The schedule may be reviewed and revised based on delays in approval times, additional study requests, unforeseen conditions in the existing conditions, etc. Changes in the schedule may create the need to revise the associated fee structure.

## FEE

The above Scope of Work services are proposed for the following fee and current terms and conditions:

<i>FEE WORKSTEP 1: Subsurface Options</i>		<i>\$14,470</i>
<i>FEE WORKSTEP 2: Development of the Preferred Option</i>		<i>\$12,830</i>
<i>TOTAL</i>	<i>Lump Sum</i>	<i>\$27,300</i>

## AUTHORIZATION

If you find this proposal to be acceptable, please provide OHM Advisors with written notice to proceed. Please do not hesitate to contact me at (313) 481-1251 with questions or if you need any additional information.

Sincerely,

OHM Advisors

**RHETT Gronevelt, PE**  
PRINCIPAL

Cc: Al Aceves, Director, City of Southfield  
James M. Houk, Vice-President of Planning, Urban Design and Architecture, OHM Advisors





January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Authorization for Contract for Vision Insurance with  
Blue Cross Blue Shield of Michigan**

Dear Sirs and Mesdames:

**Background:** For over 40 years, the City of Southfield has included vision insurance coverage in our career-employee fringe benefit package. Coverage is provided to the employee and eligible dependents. In addition, retirees are permitted to opt in to our group vision insurance coverage by paying 100% of the premium costs. Career employees make no payroll contribution for the benefit, or a small percentage, depending on bargaining group.

Our Vision insurance coverage has been provided by Aetna, a well-known insurance company. Until recently, Aetna has been adequately servicing our employees, dependents, and retirees with their vision claims based upon our “usual and customary” benefit format. However, over the past few years, we have experienced increasing difficulty in claims processing, which we discovered was primarily due to the “usual and customary” format no longer being used in the vision insurance industry. As we were in the process of exploring alternate vision insurance service providers, we received notice from Aetna that they can no longer service our population on the “usual and customary” basis and will cease providing vision insurance service as of February 28, 2018.

With the assistance of our consultants and account representatives, we have arranged for an alternative vision insurance benefit plan with Blue Cross Blue Shield of Michigan (BCBSM) that works on a flat dollar “schedule” of benefits, with a strong, national network of service providers; this plan can be implemented and ready for service on March 1, 2018, provided the authorizing papers are processed immediately following approval by your Honorable Body. The schedule provides for in-network full payment for eye exams, a payment up to \$200 for frames or contact lenses, and coverage with a \$0 co-pay or discount on the eyeglass lenses and optional add-ons, coatings, etc. The Blue Cross Blue Shield provider network is very robust, with service at Costco, Pearle Vision, Henry Ford OptimEyes, and many other individual and wide-area providers. The proposed financial arrangement will be on a self-insured basis, with the city paying a flat monthly administrative fee per contract of \$1.34, and then paying all contractual claims paid through the BCBSM program.

**Fiscal Impact:** We anticipate some savings over the current Aetna program charges, since the new BCBS program will be using a more defined network and benefit schedule. The monthly administrative fee will be \$1.34 for this self-insured plan, with the city paying all contractual claims through Blue Cross Blue Shield as the third-party administrator. Regular claims activity will be provided to the city for audit purposes.

**Honorable Mayor and Council**  
**Authorization for Contract for Vision Insurance with Blue Cross Blue Shield of Michigan**  
**Page 2**

**Recommendation:** We respectfully recommend that your Honorable Body adopt the proposed resolution which authorizes the Mayor and City Clerk to execute the agreement with Blue Cross Blue Shield of Michigan to provide vision insurance benefit coverage to the covered career employee, dependent, and retiree group, effective March 1, 2018, subject to review by the City Attorney as to form. If there is a consensus to support this agenda item, it will be included in the consent agenda.

Respectfully submitted,



Frederick E. Zorn, CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That the City Council does hereby authorize the Mayor and City Clerk to execute an agreement with Blue Cross Blue Shield of Michigan to provide vision coverage for City of Southfield career employees, their eligible dependents, and electing retirees, effective March 1, 2018.



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Joint Resolution Honoring the Southfield Christian Girls Track Team on their 2017 State Championship**

Dear Sirs and Mesdames:

Council President Daniel Brightwell along with Councilman Donald Fracassi will present a joint resolution honoring the Southfield Christian Girls Track Team on their 2017 State Championship.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Daniel Brightwell". The signature is fluid and cursive, with the first name "Daniel" being the most prominent.

Daniel Brightwell  
Council President

*Joint Resolution in recognition of*  
**Southfield Christian School Girls Track & Field Team**  
**2017 State Championship Win**

*WHEREAS, Southfield Christian School (SCS), a ministry of Highland Park Baptist Church in Southfield, is a college-preparatory, PK-12, educational community committed to pursuing excellence for the glory of God; and*

*WHEREAS, Southfield Christian first opened in 1970 and has since grown to more than 500 students currently enrolled in grades PK-12, representing approximately 40 cities and 100 different churches from the tri-county area of metropolitan Detroit; and*

*WHEREAS, Southfield Christian School has a strong and highly competitive athletic program that includes 15 varsity sports and draws the participation of over 75% of the student body; and*

*WHEREAS, the Southfield Christian Girls Track & Field Team won their first state title in the school's history and the seventh state title for Southfield Christian; and*

*WHEREAS, girls track team only has seven athletes, and the Eagles practice in the school's parking lot because they don't have their own field; and*

*WHEREAS, the Lady Eagles had five individual state championships that help lead to the overall title, with no field events. Junior Chika Amene became the most decorated track athlete in school history winning the 100 meter (12.71 seconds), 200 meter (25.71) & 400 meter (58.83) while also running a leg on the championship 1600 meter relay team along with Senior Rebekah Wilson and Juniors Shelby Goodson & Kaelin Ray who won the 300 hurdles in 45.98; and*

*WHEREAS, Southfield Christian beat out Fowler 62-52 in the Division 4 finals at Houseman Field in Grand Rapids, besting 56 other teams statewide.*

***NOW, THEREFORE, BE IT RESOLVED,** that we, the Mayor and Council of the City of Southfield of Southfield, County of Oakland, State of Michigan, do hereby recognize and congratulate Head Coach Todd Crouch, Coach Porter, Coach Pitt and the entire Girls Track & Field Team including Grace McFerrin, Rebekah Wilson, Grace Sanders, Caroline Keating, Kaelin Ray, Chika Amene and Shelby Goodson on winning their first MHSAA Division IV State Title!*

***BE IT FURTHER RESOLVED,** that we, the Mayor and City Council, convey our collective commendation to the Southfield Christian Girls Track & Field Team, coaches and administrators on winning this impressive state title while achieving yet another state championship of which not only the students and staff of Southfield Christian School can be proud, but also the entire City of Southfield.*

*Dated this 29<sup>th</sup> day of January 2018.*

\_\_\_\_\_  
*Kenson Siver, Mayor*

\_\_\_\_\_  
*Myron A. Frasier, Councilman*

\_\_\_\_\_  
*Daniel Brightwell, Council President*

\_\_\_\_\_  
*Tawnya Morris, Councilwoman*

\_\_\_\_\_  
*Michael A. Mandelbaum, Council President Pro Tem*

\_\_\_\_\_  
*Linnie Taylor, Councilwoman*

\_\_\_\_\_  
*Lloyd C. Crews, Councilman*

\_\_\_\_\_  
*Donald F. Fracassi, Councilman*



January 29, 2018

Honorable Mayor Council  
Municipal Building  
Southfield, Michigan

**Re: Authorization to Amend the Contract for Bus Transportation Services for the Parks and Recreation Department**

Dear Sirs and Mesdames:

**Background:** The Parks and Recreation Department has traditionally contracted to provide bus transportation services for seasonal and activity camp field trips. At the Regular Council meeting of June 12, 2017, your Honorable Body awarded the bid for Bus Transportation Services for the Parks and Recreation summer camps to Trinity Transportation of Wyandotte, Michigan for a one year period, with the option to extend this term for a period not to exceed one year with not more than a 3% rate increase in the price per bus.

Staff would like to request that Council approve a request to amend the current contract to include transportation for the upcoming 2018 Winter and Spring Break Camps and the option to extend the contract to cover the 2019 break camps. The contractor has agreed to provide transportation services under the current contractual agreement for the additional camps. To date, Trinity has provided consistent and excellent service.

**Fiscal Impact:** Staff requires approximately nine additional busses at the current rate of \$293.30 per bus, adding an additional \$2,639.70 to the original contract amount. Should the City opt extend the contract, a 3% increase would result in a new rate of \$302.10 per bus which would apply an additional \$2,718.89 for the 2019 school break camps. All costs are fully recovered based upon revenues generated from break camp programs as well as summer camps.

**Recommendation:** This office respectfully recommends that your Honorable Body amend the award for Bus Transportation Services for the Parks and Recreation Department to Trinity Transportation of Wyandotte, Michigan to include transportation services for the 2018 Winter and Spring Break Camps. Funds are provided in the FY 2017-2018 and FY 2018-2019 Parks and Recreation Holiday Camps (208-555-5535-38180); Therapeutic Recreation account (208-555-5505-38180); Camp Tadpole account (number 208-555-5530-38180); Camp Wildwood account (208-555-5531-38180); Camp Evergreen account (number 208-555-5532-38180); Beech Woods Camp account (number 208-555-5547-38180). This item was reviewed at the January 29, 2018 Study Session.

Respectfully submitted,



Frederick E. Zorn, Jr., CECD  
City Administrator



**Honorable Mayor and Council**  
**Authorization to Extend Contract for Bus Transportation Services for the**  
**Parks and Recreation Department**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That City Council does hereby amend the contract award to Trinity Transportation of Wyandotte, Michigan to include bus transportation services for the 2018 Winter and Spring Break Camps and the option to extend the contract with a 3% increase for the 2019 break camps. Funds are provided in the FY 2017-2018 and FY 2018-2019 Parks and Recreation Holiday Camps (208-555-5535-38180); Therapeutic Recreation account (number 208-555-5505-38180); Camp Tadpole account (number 208-555-5530-38180); Camp Wildwood account (208-555-5531-38180); Camp Evergreen account (number 208-555-5532-38180); Beech Woods Camp account (number 208-555-5547-38180).

Prepared by: Doug Block, Parks and Recreation Business Manager



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Second Annual Project Manhood Symposium**

Dear Sirs and Mesdames:

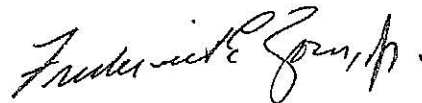
**Background:** Project Manhood and the Southfield Chapter of My Brother's Keeper seek to partner with the City of Southfield to sponsor the second annual Youth Symposium on Tuesday, March 27, 2018. The Youth Symposium is similar in purpose to the youth conferences formerly held in Southfield, and the initial Youth Symposium was a huge success with over 500 participants. In addition to benefitting all attendees, the first annual symposium presented Southfield in a positive light and was even pictured in the 2017 year in review by the Southfield Sun this January.

Representatives from Project Manhood and the Southfield chapter of My Brother's Keeper will be present at the work session to discuss the symposium and answer any questions. Included with this document are a description of the symposium, an agenda for the symposium, a listing of the schools that are scheduled to participate and descriptions of the workshops that will be offered.

**Fiscal Impact:** The city is being asked to waive costs for this event. The cost of this event will include both actual costs and lost potential revenue due to the pavilion and other rooms not being available for rental on March 27, 2018. Staff estimates actual costs for this program at approximately \$3,000, with such funding being provided from Account No. 208-551-5101-96965.

**Recommendation:** Both Project Manhood and the Southfield Chapter of My Brother's Keeper were present at tonight's work session to present and answer questions. It is recommended council agree to partner with Project Manhood and the Southfield Chapter of My Brother's Keeper to co-sponsor the Second Annual Youth Symposium by permitting the use of the Pavilion and other Parks and Recreation rooms on March 27, 2018 and waive all rental and related fees.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

FZJM

**Honorable Mayor and Council  
Second Annual Project Manhood Symposium  
Page 2**

**RECOMMENDED RESOLUTION:**

**WHEREAS**, the annual youth symposium is a worthwhile event that provides valuable information to 500 young men; and

**WHEREAS**, Project Manhood and the Southfield Chapter of My Brother's Keeper have requested that the City of Southfield agree to co-sponsor the second annual Youth Symposium to be held on March 27, 2018.

**NOW, THEREFORE, BE IT RESOLVED**, That the Southfield City Council hereby agrees to co-sponsor the second annual Youth Symposium, including waiving all room rental and associated fees.

**Honorable Mayor and Council**  
**Second Annual Project Manhood Symposium**  
**Page 3**

**Description & Agenda**

**Purpose:** It is our goal of the students of Project Manhood to partner with the City of Southfield and My Brother's Keeper to provide a youth symposium to address the various needs of students that attend school in the City of Southfield and Oakland and Northern Wayne County. Several years ago, members in the Southfield community were successful with a Southfield youth conference. Last year the City of Southfield partnered with My Brother's Keeper and Southfield Public school's Project Manhood to host our 1<sup>st</sup> annual Men's Youth Symposium. Today, MBK, Project Manhood, would like the opportunity to provide a 2<sup>nd</sup> annual Men's Youth Symposium conference for the youth in our community on March 27<sup>th</sup> 2018

**Objective of this Symposium**

**Know:** Participants will know there are community resources and men in their community who are more than willing and able to assist and walk with them on their journey to becoming successful, well rounded professional men.

**Understand:** Participants will gain understanding of the obstacles and trials all young men (especially African American young men) face when they proceed on their individual path to excellence. Through workshop training participants will develop an improved self-respect for themselves and respect for their community around them. Participants will also understand (through presenters and an interactive experience with male leaders) the commitment and dedication it takes to accomplish personal, academic, and professional growth.

**Do:** Participants will be able to gain mentorship with professional men in their community. Participants will also be able to develop leadership skills and go back to their communities and lead other young men down a path of excellence both personally, academically, and professionally

**Target Audience:** Young men/boys in grades 8-12

**Location:** Southfield Civic Center - Pavilion and adjoining rooms

**Date:** March 27, 2018 9:30am-1:30pm

**Registration / Breakfast (Continental):** 9:00am- 9:30am

**Lunch:** 12:30 pm

**Dismissal Time:** 1:20pm

**Honorable Mayor and Council  
Second Annual Project Manhood Symposium  
Page 4**

**Number of Participants:** 500 Students 50 Adults

**Security:** Southfield Police Cadets and School Security

<b><u>SCHOOLS INVITED</u></b>	<b><u># OF INVITES</u></b>
<b>Birmingham Groves High School</b>	<b>30</b>
<b>Birney Middle School</b>	<b>30</b>
<b>Bloomfield High School</b>	<b>30</b>
<b>Clarenceville High School</b>	<b>30</b>
<b>Farmington High School</b>	<b>30</b>
<b>Harrison High School</b>	<b>30</b>
<b>Lake Orion High School</b>	<b>30</b>
<b>Levey Middle School</b>	<b>30</b>
<b>Oak Park High School</b>	<b>30</b>
<b>Pontiac High School</b>	<b>30</b>
<b>Redford Union High School</b>	<b>30</b>
<b>River Rouge High School</b>	<b>30</b>
<b>Southfield A&amp;T High School</b>	<b>100</b>
<b>Southfield Christian High School</b>	<b>40</b>
<b>Southfield Crescent Academy</b>	<b>40</b>
<b>Southfield Regional Academy Center</b>	<b>50</b>
<b>Thurston High School</b>	<b>30</b>
<b>University High School</b>	<b>30</b>
<b>West Bloomfield High School</b>	<b>30</b>
<b>Walled Lake Central High School</b>	<b>30</b>
<b>Walled Lake North High School</b>	<b>30</b>
<b>Walled Lake Western High School</b>	<b>30</b>
<b>Expected Attendance:</b>	<b>500</b>

**Honorable Mayor and Council  
Second Annual Project Manhood Symposium  
Page 5**

**Itinerary  
Schedule:**

**9:00 - 9:30am Arrival & Registration**

- Speakers checked-in
- Students arrive and meet in Pavilion
- Breakfast snack

**9:30 - 9:45am Opening Comments**

- Mayor For the City of Southfield
- Step team perform
- Fraternities
- EMU Drill Team

**9:45 - 10:05am Morning Speaker**

**10:15 - 10:55am Session I**

- Snap Back on “Snap Chat” (Pavilion)
- Stay Woke - Minority Report (220 Upstairs)
- Interaction with Law Enforcement (Run, Fight, comply) (Marcotte Room)
- Be All You Can Be (Armed Forces) (221 Upstairs)
- Money, Investing, American Dream (Room 113)

**11:00 - 11:40am Session II**

- Snap Back on “Snap Chat” (Pavilion)
- Where Do We Go From Here College v. Vocation (220 Upstairs)
- Law Enforcement (Run, Fight, Comply) (Marcotte Room)
- Be All You Can Be (Armed Forces) (221 Upstairs)
- Gateway of Choices (Dirty Sprite) (Room 113)

**11:45am - 12:25pm Session III**

- Snap back on “Snap Chat” (Pavilion)
- Be All You Can Be (Armed Forces) (221 Upstairs)
- Where Do We Go from here College v. Vocation (220 Upstairs)
- Teenage Intimacy Choices and Consequences (Marcotte Room)
- Gateway of Choices (Dirty Sprite) (Room 113)

**12:30 - 12:50pm Lunch Buffet**

**12:50 - 1:20pm Lunch Keynote Speaker**

**Dismissal: 1:20 - 1:30pm**

**Workshop Descriptions**

**Money, Investment, and Financial Freedom (Rich by 40)**

This workshop deals with the importance of budgeting and finance. Participants will learn strategies for securing a healthy financial future by investments and money management. The speaker will interact with participants and stimulate thought provoking questions about what kinds of things young people waste money on for a compliment and how others invest in capital and see long term wealth

**Interaction with Law Enforcement (Run, Fight, Comply, Complain)**

The workshop deals with interactions between law enforcement in the community, particularly African American young men in the community. This workshop is intended to start an honest and straightforward dialogue about the stereotypes and biases by both the community and law enforcement. We will also be discussing important points regarding what one should do when approached by law enforcement as well as what rights citizens are guaranteed.

**“Stay Woke”- Minority Report**

Participants at this workshop will face candid, uninhibited questions regarding who we are as African American Men. How we are previewed in America both now, and in the past, and how we perceive ourselves today as African American men. The intent of this workshop is deliver an honest, forthright discussion about us as a people, as a community, and as men.

**Gateway of Choices “Dirty Sprite”**

Dirty Sprite, Blunts, Pills & Needles are the drugs of choice in the 12st century which most teenagers have heard of, and or tried.

This workshop deals with drug prevention, drug addiction, and family members addicted to drugs. Attendees will gain perspective on alternative choices to drug use and addiction and well as given information about treatment, prevention and wrap around services for families dealing with drug addiction.

**Snap Back on Snap Chat**

This workshop will address the growing issue of appropriate communication on social media. There is a right and a wrong way to use social media. We will have an in-depth discussion on the consequences to inappropriate use of social media and appropriate use of social media.

Remember, colleges and employers go straight to social media before, or after an interview. We will have honest discussions about when and how to use social media as a resource to entrepreneurship



**Choices and Consequences of Teenage Intimacy**

This workshop delivers the realities and consequence of unsafe sex as a teenager, Teenage pregnancy, Herpes, HIV/AIDS, and STDs can all be very real consequences of sex as a teenager.

Participants will discuss the pressures of rushing into sex. They will also be given hard facts on choices others have made while a teenager and the hard realities which followed,

Participants will have the opportunity to meet and talk to survivors of HIV/AIDs, and herpes survivors. They will also be provided with community resources with regards to healthy living, free HIV testing, and provided with information which leads to healthy decision making.

**Where Do We Go From Here (College v. Vocational Training)**

This workshop is for all students who will graduate in the next 2-3 years. Presenters will not only give pathways to college both 2 and 4 year but also trade and vocational schools.

Making the transition into college can be an exciting, yet scary step in a student's life, and rarely does this journey come with a comprehensive set of instructions as to how students will find their way to the finish line. Jahquan Hawkins uses both the struggles he faced as a first-time college student and his professional lens as a current higher education professional, to offer students sincere, yet proven counsel when it comes to navigating the path from admission to graduation

**Be All You Can Be In The Armed Forces**

In this workshop young men will be exposed to the truth about military life. They will get an honest and frank discussion about the military. The National Guard will present their programs for seniors and high school graduates and take questions about military life. The armed forces is not for everybody. However, the military is an option for students who want to serve their country, gain a trade, and earn money for college. Participants who attend this workshop will leave with a much clearer picture of what the armed forces offers.



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Request to List Non-Buildable City-Owned Lots for Sale**

Dear Sirs and Mesdames:

**Background:** The City of Southfield owns several vacant parcels of property within the city that do not meet current zoning requirements to be used as buildable lots and are surplus to the city's current and anticipated needs. As non-buildable lots, these parcels are of practically no value to anyone other than adjacent property owners. The City Assessor has identified one dollar per-square-foot as a fair offering price for these properties.

The intent of this agenda item is for the city to divest itself of these properties by offering the parcels for sale as splits to adjacent and logically connected property owners. Adjacent logically connected property owners mean owners of lots on either side, but not behind, the city-owned lots that are connected to the city-owned parcel by more than a few feet of common boundary. The parcels would be offered in whole to adjacent logically connected property owners if both property owners do not desire to split the parcel or if there is only one adjacent and logically connected property owner.

The city-owned parcels that have been identified for possible sale are listed below. The list is not a complete list of city-owned vacant non-buildable parcels as continued city ownership of some parcels serve legitimate governmental needs and some parcels may not be practical to sell now. All lots proposed for sale have been reviewed by all relevant city departments to ensure that no current or anticipated future need is missed, and each lot will be reviewed a second time prior to any sales being proposed to council. All necessary city easements will also be included in the terms of each sale.

Parcel Number	Location	Square Feet	Zoning
76-24-09-302-009	Dead end of Woodland St.	1,459	R-E Single Family
76-24-09-352-008	Wildbrook Dr. S. of Woodland Dr.	3,823	R-E Single Family
76-24-23-354-012	E. of 19741 Hilton	5,800	R-A Single Family
76-24-31-102-008	Poinciana E. of The Arbors	400	R-1 Single Family
76-24-31-152-038	Poinciana St. at Shiawassee Rd	4,518	R-1 Single Family
76-24-36-304-009	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-304-010	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-326-011	N. E. Corner Lathrup and Dorset	7,159	R-4 Single Family
76-24-31-127-005	W. Nine Mile W. of Korean Presbyterian Church (landlocked)	9,628	R-1 Single Family

Council had previously approved the sale of parcels 76-24-36-304-009 and 76-24-36-304-010 to

**Honorable Mayor and Council**  
**Sale of Small Parcels**  
**Page 2**

an adjacent property owner. Unfortunately, he lacked the funds and the sale never occurred.

Attached to this agenda item are maps showing the location of each parcel, a letter from the Michigan Municipal Risk Management Authority supporting divestiture of unneeded parcels, and a listing of basic land requirements for the above zoning districts.

**Fiscal Impact:** The fiscal impact of selling these parcels will be positive in that the sales will generate revenue and that the parcels will be returned to the tax rolls but minimal as the parcels are small and undeveloped. There will also be a reduction in potential maintenance costs and the elimination of possible premises liability.

**Recommendation:** This item was discussed during this evening's work session. It is recommended that council authorize the sale of the listed non-buildable lots to adjacent property owners.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

FZJM

**Honorable Mayor and Council**  
**Sale of Small Parcels**  
**Page 3**

**RECOMMENDED RESOLUTION:**

**WHEREAS**, the non-buildable parcels of property listed below are surplus to the city's current and anticipated need, and

PIN	Location	Square Feet	Zoning
76-24-09-302-009	Dead end of Woodland St.	1,459	R-E Single Family
76-24-09-352-008	Wildbrook Dr. S. of Woodland Dr.	3,823	R-E Single Family
76-24-12-177-021	Catalpa Dr. E. of Spring Arbor Dr.	7,258	R-A Single Family
76-24-17-451-014	Adjacent to Regal Apt. on 11 Mile	29,269	R-C Regional Center
76-24-23-354-012	E. of 19741 Hilton	5,800	R-A Single Family
76-24-25-130-001	W. of 17275 Anna	5,027	R-3 Single Family
76-24-31-102-008	Poinciana	400	R-1 Single Family
76-24-31-104-001	Anna St	9,629	R-1 Single Family
76-24-31-152-038	Poinciana	4,518	R-1 Single Family
76-24-36-304-009	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-304-010	Magnolia Pkwy. near Lathrup St.	2,613	R-4 Single Family
76-24-36-326-011	Lathrup Boulevard	7,159	R-2 Single Family
76-24-31-127-005	W. Nine Mile (landlocked)	9,628	R-1 Single Family

**WHEREAS**, selling these parcels produce revenue, return them to the tax rolls and reduce maintenance and potential liability costs.

**NOW, THEREFORE, BE IT RESOLVED**, that council does hereby authorize the sale of these parcels to adjacent property owners.



MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

December 11, 2017

Mr. John Michrina, Deputy City Administrator  
City of Southfield  
26600 Evergreen Rd.  
Southfield, MI 48708  
[JMichrina@cityofsouthfield.com](mailto:JMichrina@cityofsouthfield.com)

**RE: City Owned Vacant Land**

Dear Mr. Michrina:

Thank you for meeting with me on November 29, 2017. We discussed the implications of the city having unused land. Any time that the city has additional property, there is inherently more risk. At minimum the slip, trip, fall and general liability risk exists. This risk can be exacerbated if proper maintenance, and documentation of same, does not occur. This, and other potential risks associated with property ownership, its use and maintenance must be considered in concert with the opportunity trade-offs. At times the inherent exposure of possessing property may warrant a risk avoidance approach in which the city decides to divest itself of said property as the best way to manage the risk. Those decisions of course, ultimately rest with the city, I highlight the risk avoidance option as a way to potentially best manage the exposure.

This review is intended to assist your organization's risk management program, however it may not review or address, all of your organization's exposures.

**MMRMA Risk Control and resources available to you:**

In our discussion you had asked for a list of what has been approved in the RAP/CAP grants. At this time that very list is being revised as there have been some program changes. I expect that list to be available online after the annual meeting in August. Fundamentally, items that are both innovative and have a positive return on investment in terms of risk management control will have the greatest chance of being approved by the Membership Committee.

MMRMA takes a highly proactive approach to risk control. Our risk consultants specialize in public-entity risk management and we have experts in the fields of law enforcement, fire/EMS, DPS, corrections, parks and recreation, and more. In addition to onsite visits and consultations, MMRMA's risk consultants, working closely with risk control advisory committees, have developed and published a number of resources that are available in the "Members Only" section of MMRMA's website. The website also provides members with a portal to sign up for newsletters, training, and other events. Online calendars provide information for upcoming committee meetings, training, and important deadlines.

In addition to expert risk control assistance, MMRMA supports its members in mitigating loss exposures through Risk Avoidance Program (RAP) and Certification and Accreditation (CAP) grants. Reimbursement



MICHIGAN MUNICIPAL  
RISK MANAGEMENT  
A U T H O R I T Y

is available for specialized equipment, risk reduction initiatives, training, and accreditation programs through an application process. Details regarding this program are available at [www.mmrma.org](http://www.mmrma.org). Please contact MMRMA Risk Control team at any time if you have any questions regarding available services, training, or resources.

I appreciate you making the visit productive and enjoyable. If I may assist you now, or in the future, please contact me.

Sincerely,

Stephen J. Tobler, MA, ARM, CPCU, CPP, SPHR, SHRM-SCP  
Senior Risk Control Consultant

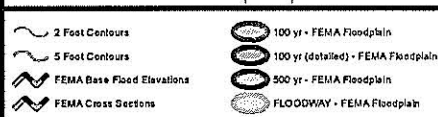
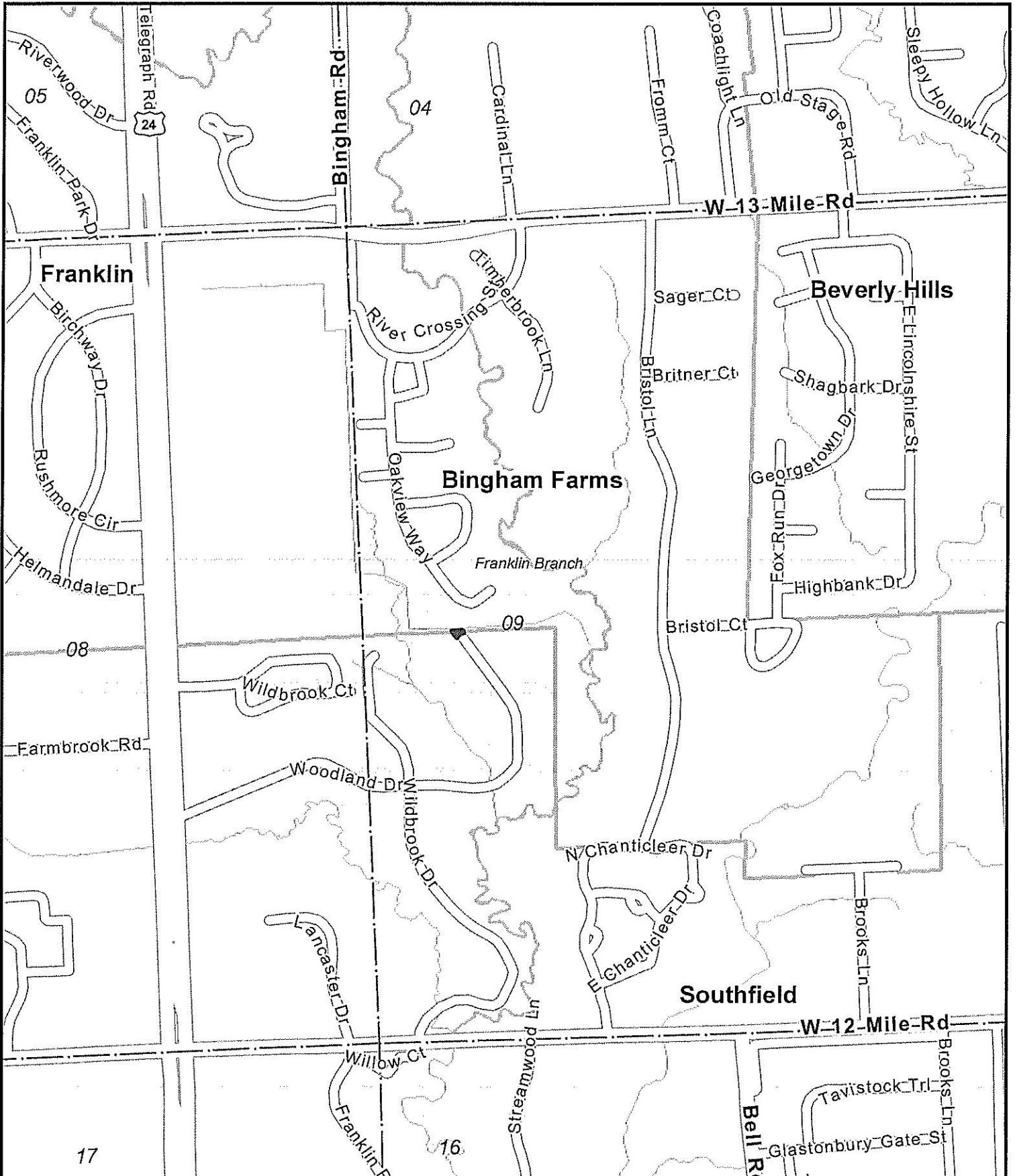
Cc: Mr. Tim McClorey, Regional Risk Manager, MMRMA

### Select Land Requirements for Various Zoning Districts

Zoning District	Required Lot Area		Area required for development purposes (Acres)	Minimum Lot Width (Feet)	Minimum yard setback in feet			
	Sq. ft./ Dwelling Unit	Sq. ft./room of 80 sq. ft. or more			Front	Least Side	Total Sides	Rear
RA	7,500			65	30	8	20	35
R1	9,000			70	40	8	20	35
R2	9,000			70	40	8	20	35
R3	9,000			70	40	8	20	35
R4	9,000			70	40	10	25	35
RE	20,000			90	40	10	25	35
R-T		2,000			30	30		30
RM Multiple		1,500	2 acres		50	50		50
RMM		(u)	3 acres		75	50		50
RMU		(u)	5 acres		75	50		50
R-C			10 Acres		75	50		75



76 24 09 302 009

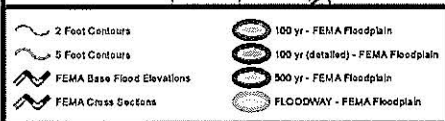
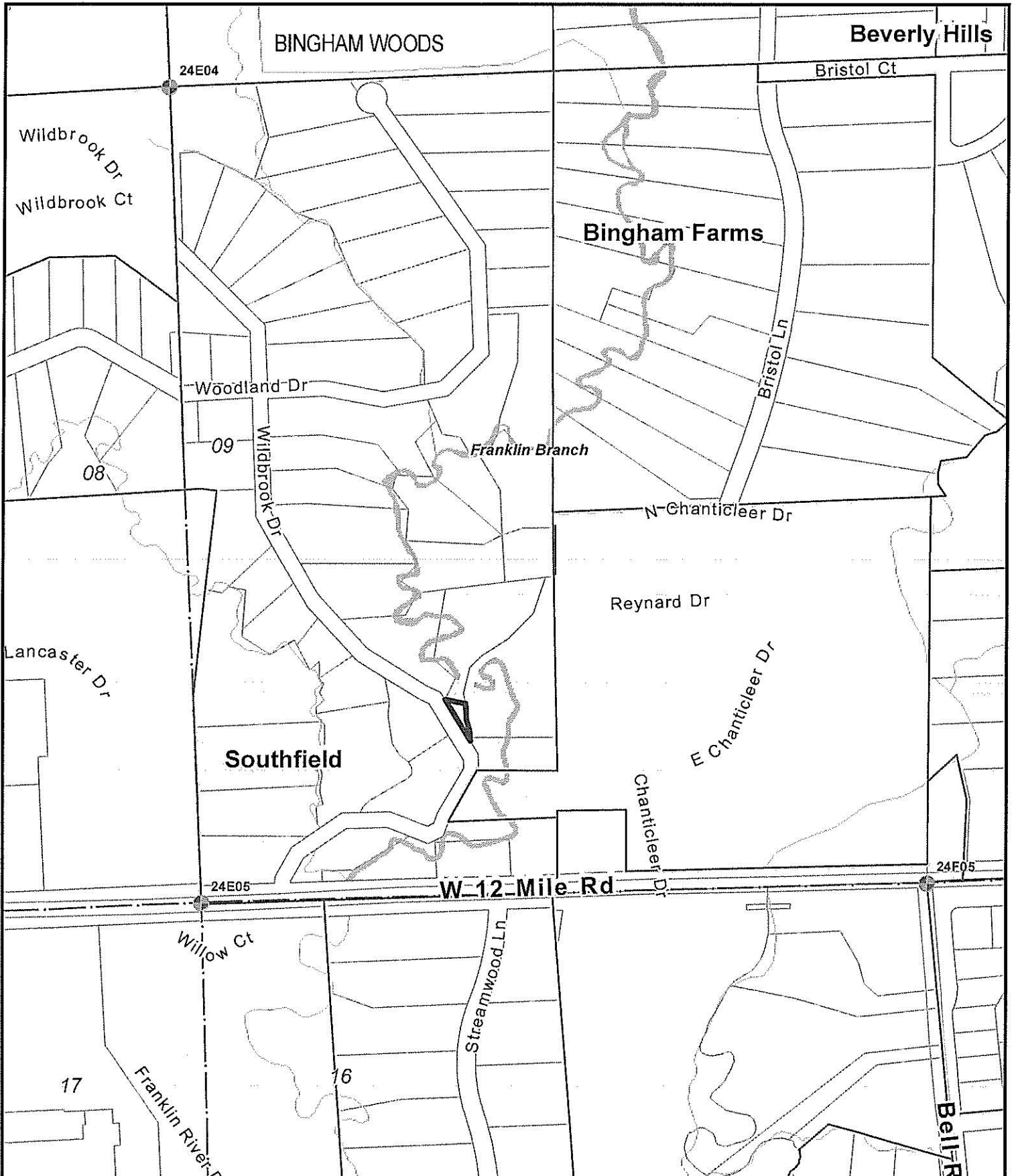


Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.

**OAKLAND**  
 ADVANTAGE  
 Economic Development & Community Missions  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/9/2018  
  
 NORTH  
 1 inch = 800 feet

# 76 24 09 352 008

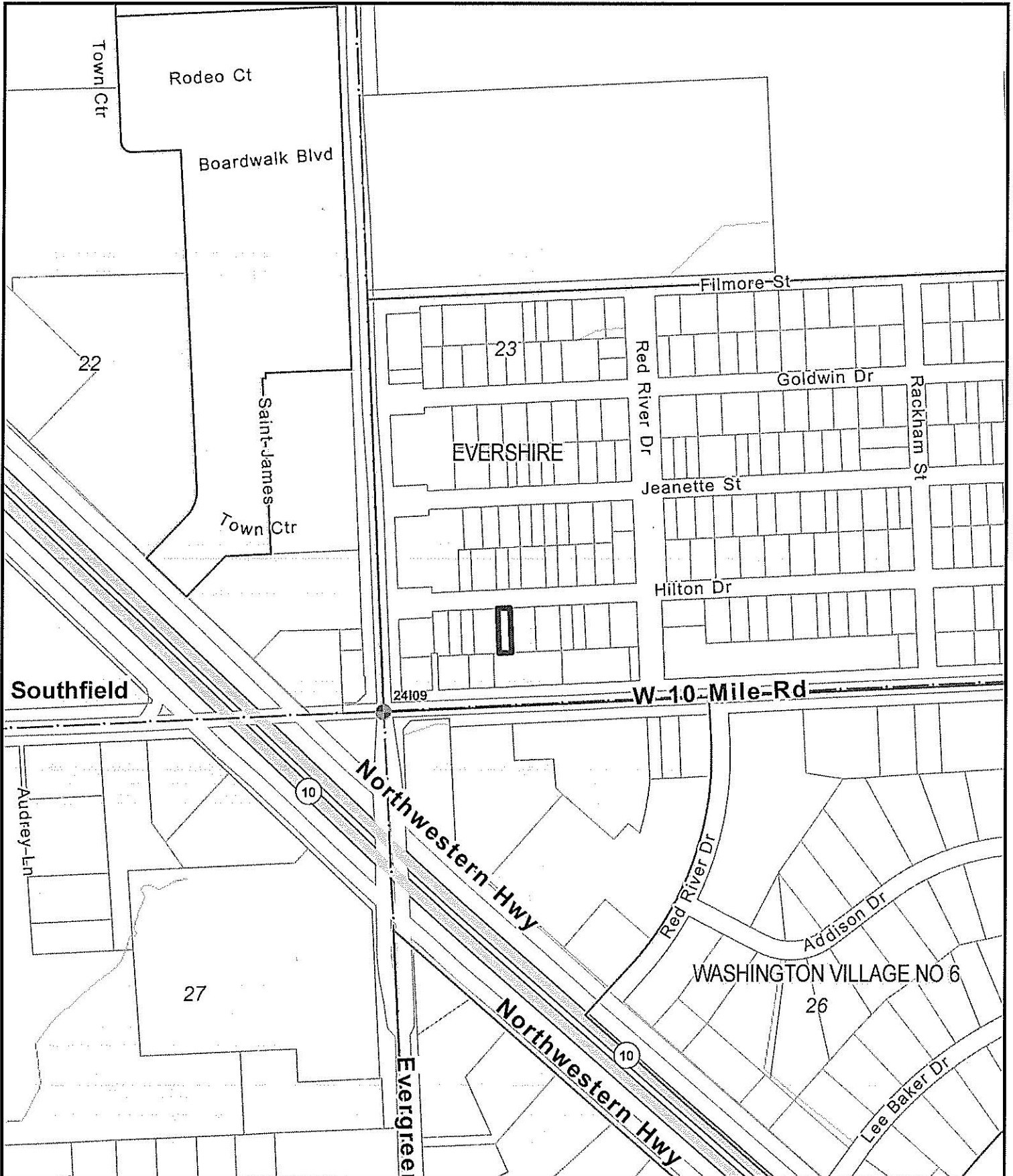


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**OAKLAND COUNTY**  
 Economic Development & Community Affairs  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/11/2018  
  
 NORTH  
 1 inch = 400 feet

76 24 23 354 012



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

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**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/10/2018

**NORTH**  
 1 inch = 400 feet

76 24 31 102 008

W 9 Mile Rd



22270

Poinciana St

22268

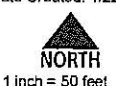
- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplains

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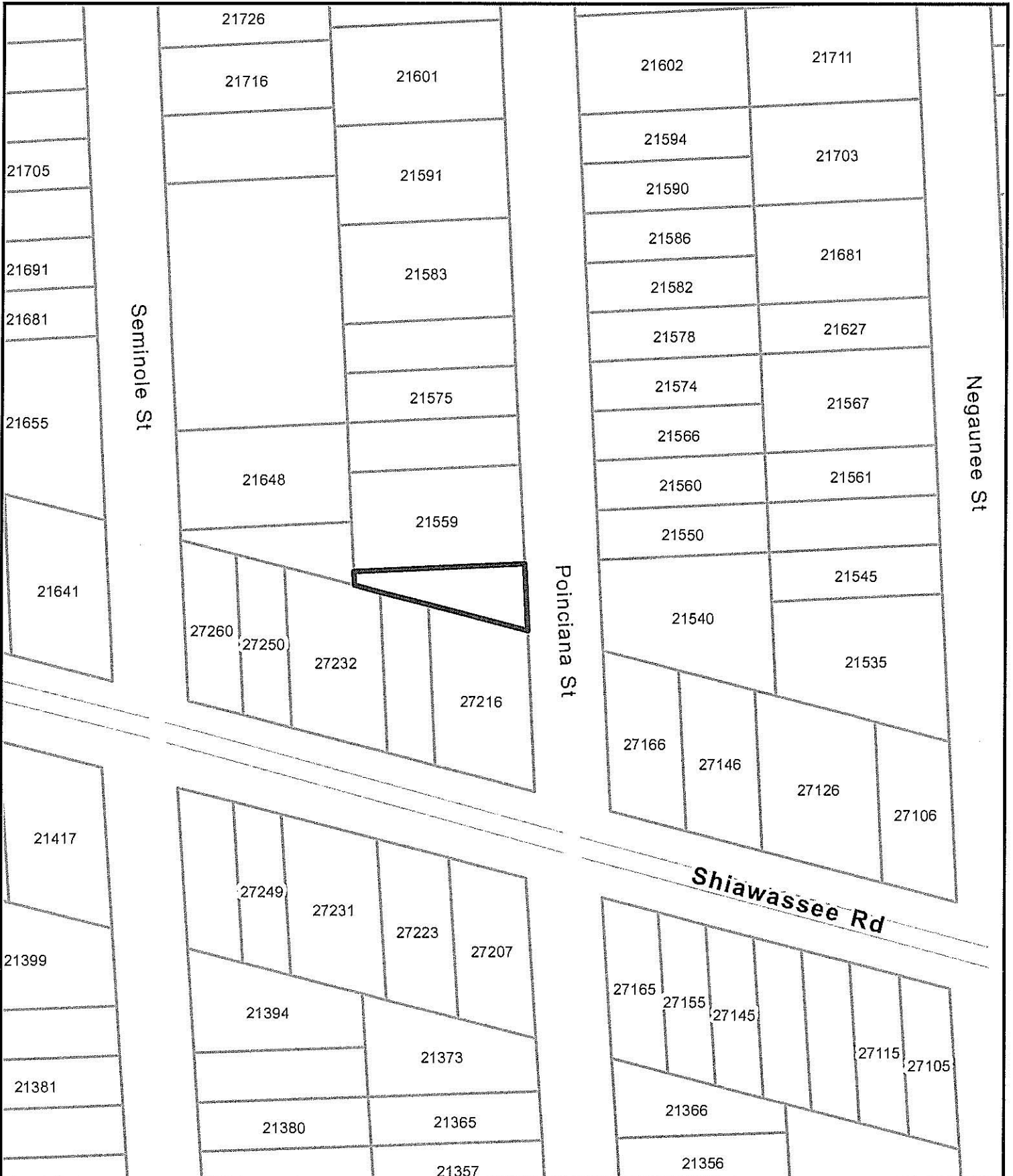


L. Brooks Patterson  
Oakland County Executive

Date Created: 1/22/2018



# 76 24 31 152 038



2 Foot Contours	100 yr - FEMA Floodplain
5 Foot Contours	100 yr (detailed) - FEMA Floodplain
FEMA Base Flood Elevations	500 yr - FEMA Floodplain
FEMA Cross Sections	FLOODWAY - FEMA Floodplain

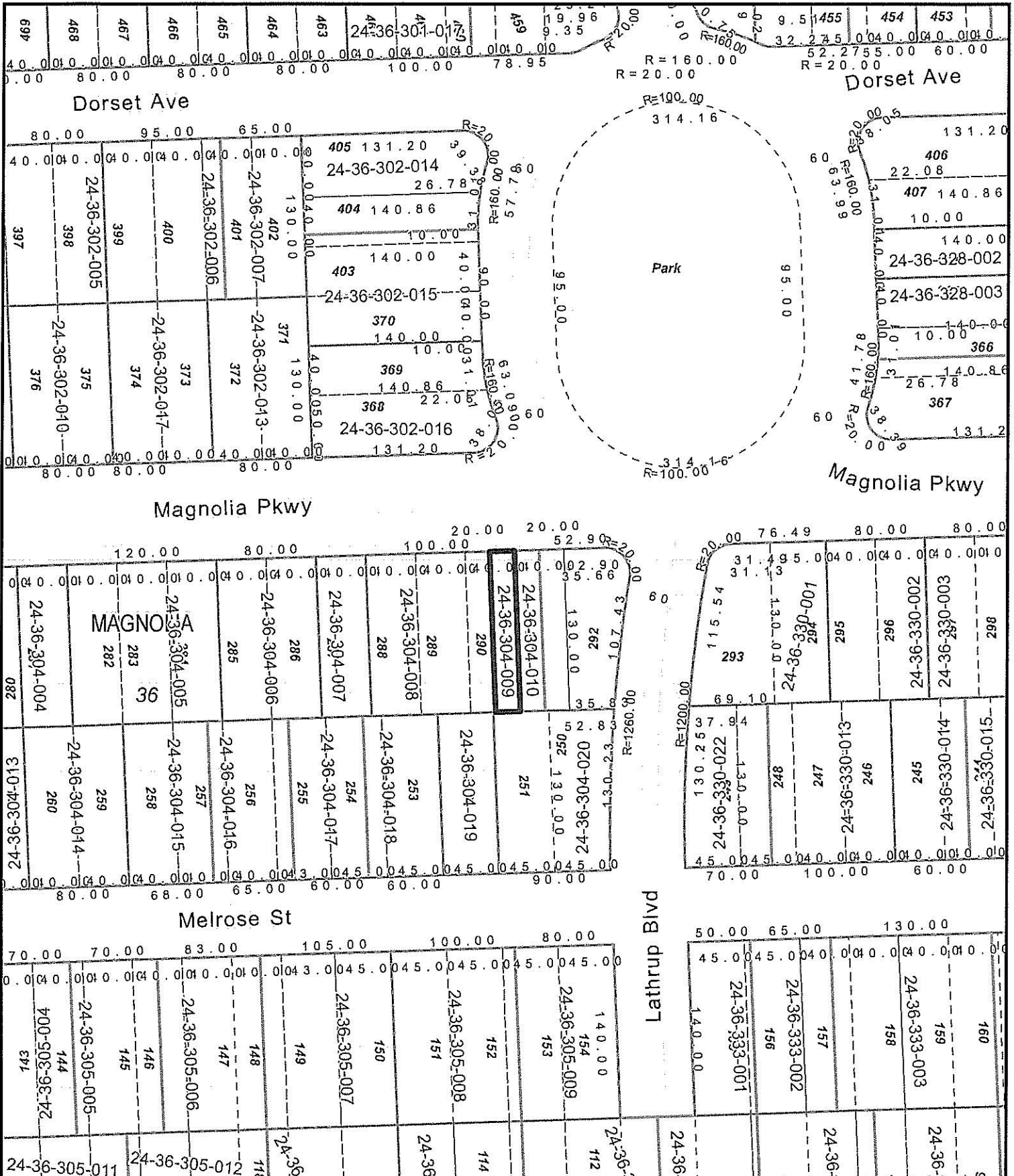
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**OAKLAND COUNTY**  
 COUNTY DEVELOPMENT & COMMUNITY PLAN  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 1/22/2018  
  
 NORTH  
 1 inch = 100 feet



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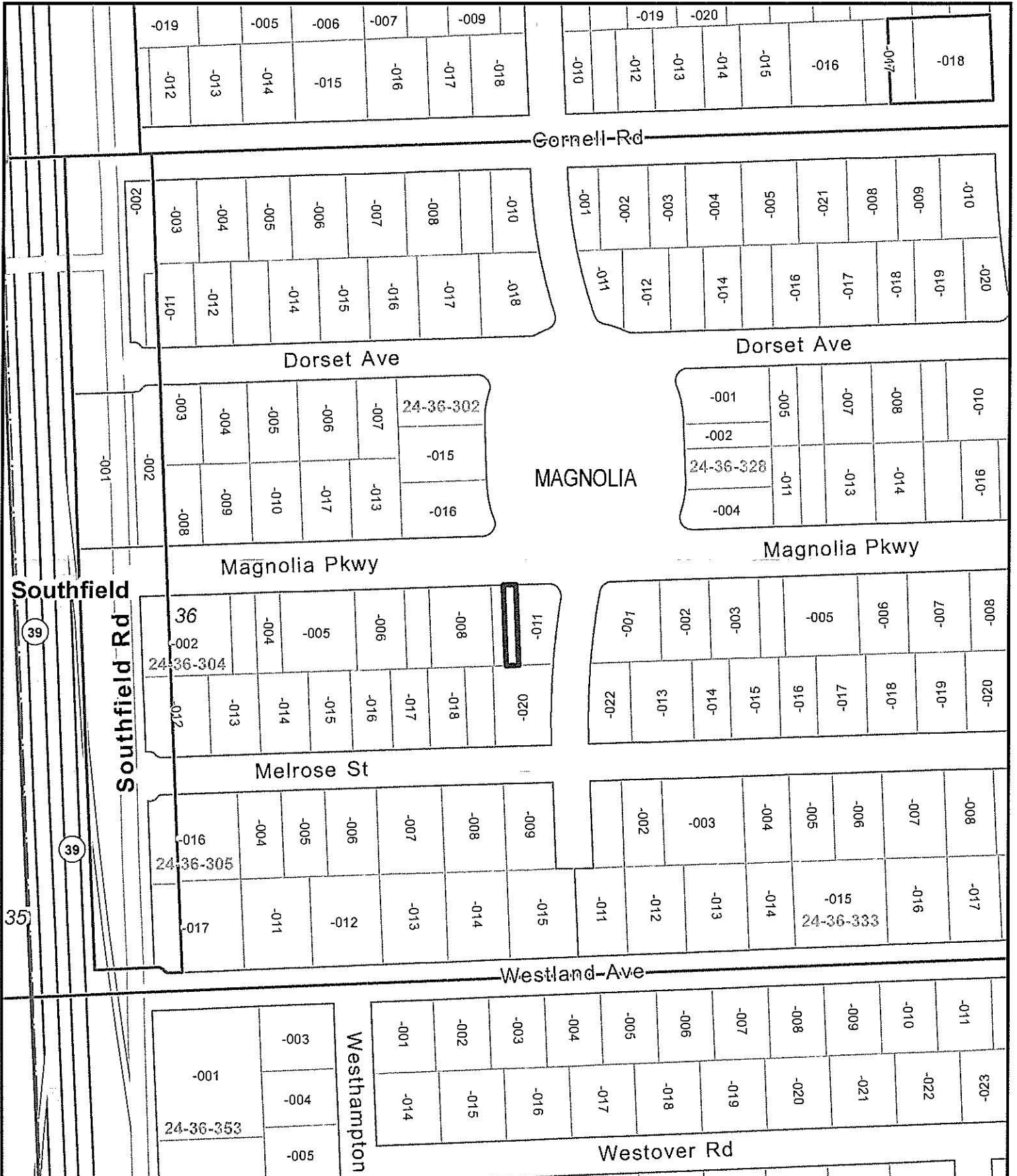
2 Foot Contours  
 5 Foot Contours  
 FEMA Base Flood Elevations  
 FEMA Cross Sections  
 100 yr - FEMA Floodplain  
 100 yr (detailed) - FEMA Floodplain  
 500 yr - FEMA Floodplain  
 FLOODWAY - FEMA Floodplain

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L. Brooks Patterson  
Oakland County Executive

Date Created: 1/11/2018  
 NORTH  
1 inch = 100 feet

# 76 24 36 304 010



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections

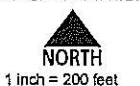
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

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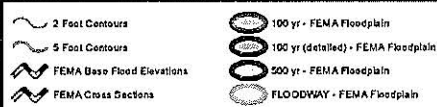
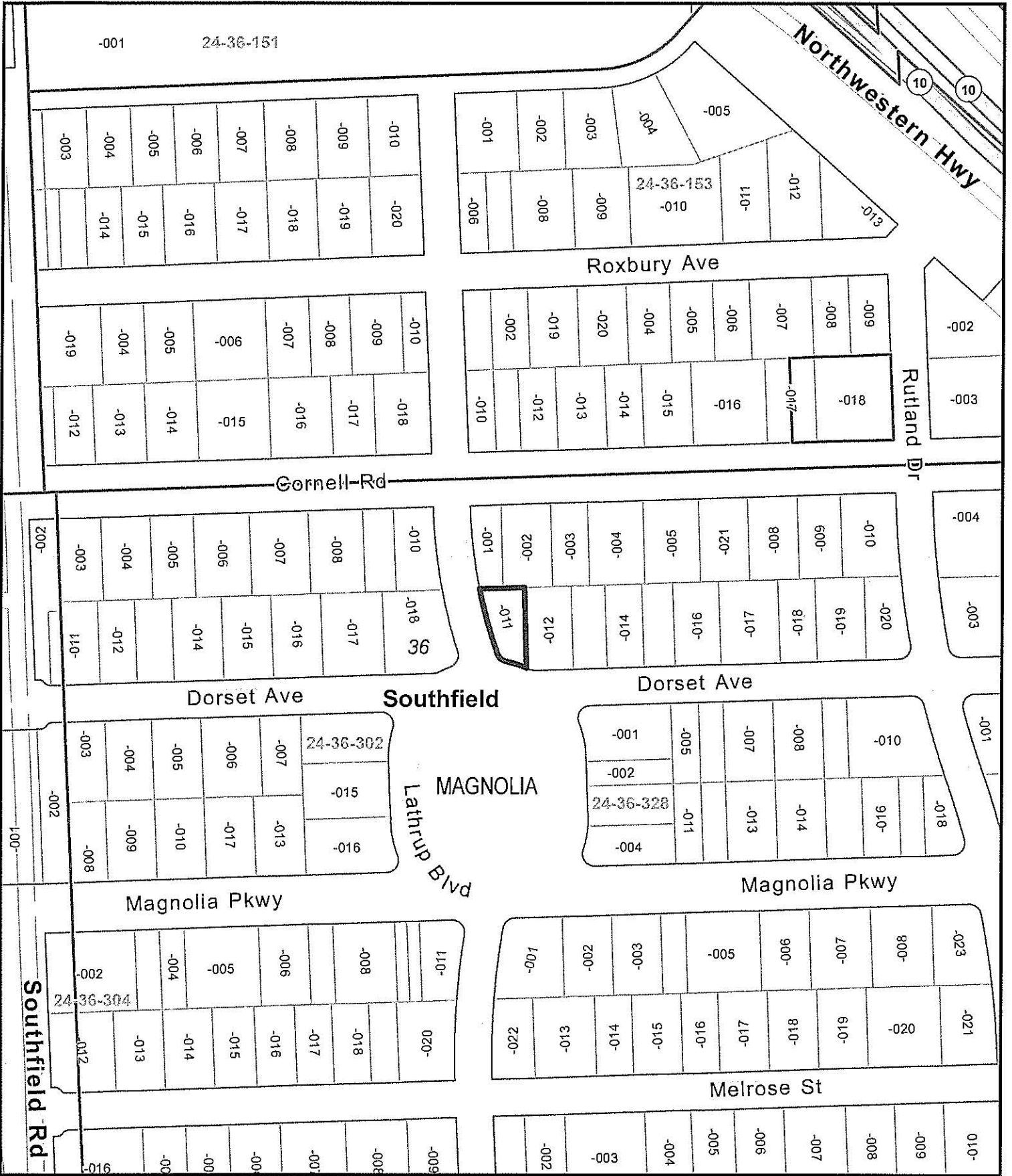


L. Brooks Patterson  
Oakland County Executive

Date Created: 1/11/2018



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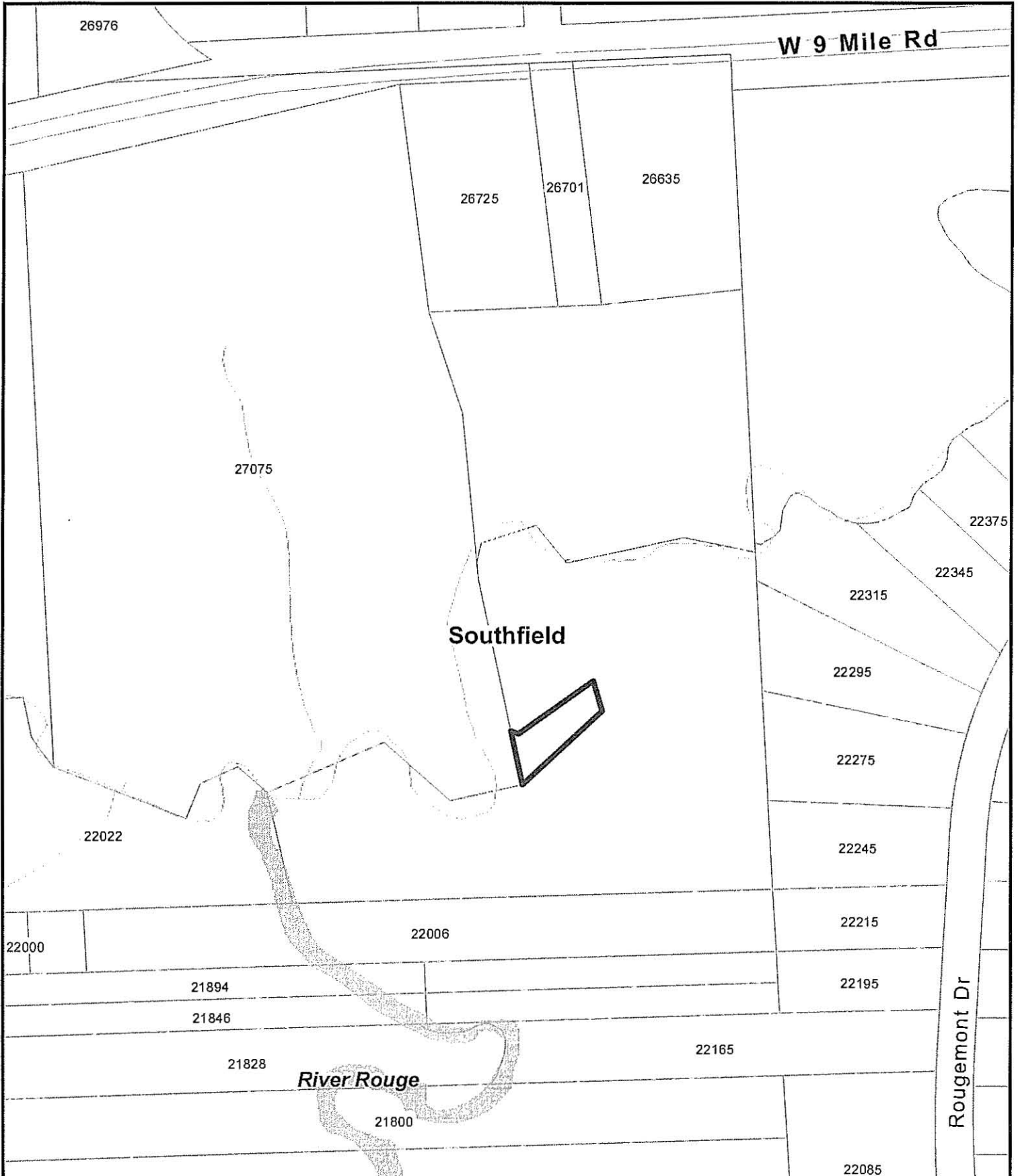
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**OAKLAND COUNTY ENGINEERS**  
 L. Brooks Patterson  
 Oakland County Executive

Date Created: 1/23/2018  
  
 NORTH  
 1 inch = 200 feet



76 24 31 127 005



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.

**OAKLAND COUNTY SERVICES**  
 L. Brooks Patterson  
 Oakland County Executive

Date Created: 1/22/2018  
  
 NORTH  
 1 inch = 200 feet



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Decommission Electrical Service - JC Penney Building, 21500 Greenfield Road**

Dear Sirs and Mesdames:

**Background:** Prior to the expected demolition of the JC Penney building, scheduled for 2018, it is necessary to have DTE Energy decommission all of the electrical service associated with the building.

DTE will remove electrical utilities that presently service the site including removing joints and 300' cable, cleaning and abating one manhole and dismantling branch joints.

At its January 24, 2018 meeting, the Northland Steering Committee recommended moving this request forward to Honorable members of Council for approval.

**Fiscal Impact:** DTE estimates their fee to not exceed \$30,000. Funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.

**Recommendation:** This office therefore respectfully requests your Honorable Body adopt a resolution to approve funding allowing DTE Energy to decommission all electrical services to the former JC Penney site, and further authorizes the Mayor and City Clerk to execute any contract documents for such work. This item was reviewed at the January 29, 2018 Study Session.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorize funds in the amount not to exceed \$30,000 to decommission electrical services at the JC Penney Building, 21500 Greenfield Road, Southfield, MI.

**BE IT FURTHER RESOLVED:** That Council authorizes the Mayor and City Clerk to execute any contract documents for the proposed scope of work after review and approval from the City Attorney's Office.

**BE IT FINALLY RESOLVED:** That funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.



**DTE Energy**

One Energy Plaza, Detroit, MI 48226-1279

## **Construction Proposal**

**Date:** January 3, 2018

**To:** Fred Zorn  
City Administrator

**From:** Anthony Fordham

**Subject:** Method of Service for:  
21500 Northwestern Hwy, Southfield, MI 48075, (JC Penney's)

This letter is in reply to your request for an estimated cost to decommission. 21500 Northwestern Hwy, Southfield, MI 48075. I appreciate the opportunity to provide you with the following information based on our previous discussions.

### **Assumptions or background:**

The City of Southfield is requesting DTE to remove underground cable that is currently serving 21500 Northwestern Hwy (JC Penney's) in preparation of demolishing the site.

### **Scope of Work**

Remove DTE underground cable connecting to 21500 Northwestern Hwy (JC Penney's)

- Remove joints and 300' of cable
- Breakdown branch joint
- Clean and abate 1 manhole

### **Cost**

The total cost for removal due is: \$ \$ 29,685.00

### **Expiration Date and Formal Go-Head**

Information contained in this memo is valid for 6 months. No capacity will be reserved after the 6-month timeframe unless an official go-ahead memo is received. To move forward with this project, please make your formal Go-Ahead memo to my attention.

**Notes**

The time duration for removal will begin after a written go-ahead and payment has been received. The cable at 21500 Northwestern Hwy is customer property and DTE is only responsible for equipment connecting from DTE's system to the switch cabinet. All equipment beyond that is the customer's responsibility and these costs do not include the removal of the underground cable serving 21500 Northwestern Hwy.

Anthony Fordham  
Principle Account Manager  
DTE Energy Company  
8001 Haggerty Road, Suite 125  
Belleville, MI 48111

Once formal Go-Ahead has been received, I will coordinate a pre-construction meeting with your electrical contractor and our primary services field personnel.

Should you have any questions, please feel free to contact me at O: (734) 397-4472, C: (313) 719-0203 or email: anthony.fordham@dteenergy.com

Sincerely,

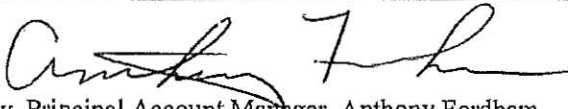
Anthony Fordham  
Principle Account Manager  
Major Account Services

cc: File  
Leroy Southworth  
Alan Thomas

Accepted by:

---

Thank you



DTE Energy, Principal Account Manager, Anthony Fordham



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Northland Subsurface Space Study**

Dear Sirs and Mesdames:

**Background:** As the process of demolishing the balance of the mall moves forward there is a need to determine if the subsurface space can be utilized or if development can occur should the walls and structures remain underground. OHM Advisors has been asked to explore the suitability of these issues.

The study will address areas that include the following:

1. Potential uses of the space
2. Practical and technical issues (water proofing, structure, cost)
3. Master Plan revisions required due to the configuration of the space

At its January 24, 2018 meeting, the Northland Steering Committee recommended moving this request forward to Honorable members of Council for approval.

**Fiscal Impact:** OHM estimates their fee to not exceed \$28,000. Funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.

**Recommendation:** This office therefore respectfully requests your Honorable Body adopt a resolution to approve funding allowing OHM Advisors to conduct a study to determine the possibility of re-using the existing underground space below the former Northland Mall and further authorizes the Mayor and City Clerk to execute any contract documents for such work. This item was reviewed at the January 29, 2018 Study Session.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorize funds not to exceed \$28,000 for a study to determine the possibility of re-using the existing underground space below the former Northland Mall; and

**Honorable Mayor and Council**  
**Northland Subsurface Space Study**  
**Page 2**

**BE IT FURTHER RESOLVED:** That Council authorizes the Mayor and City Clerk to execute any contract documents for the proposed scope of work after review and approval from the City Attorney's Office.

**BE IT FUTHER RESOLVED:** That funds are provided in the General Fund Support Services Account (101-950-9500-38180) incorporated in the proposed 1<sup>st</sup> quarter budget adjustment.





ARCHITECTS. ENGINEERS. PLANNERS.

December 21, 2017

Mr. Fred Zorn  
City Administrator  
City of Southfield  
26000 Evergreen Road  
PO Box 2055  
Southfield, MI 48037-2055

RE: Northland - Subsurface Space Study

Dear Fred,

Over the last year or more there have been many important accomplishments related to the redevelopment of the Northland Mall site. During the preparation of the Redevelopment Vision Plan, the subterranean space under the mall was considered for reuse. However, the recommendation was made to abandon this space. During the analysis of the Hudson's Building, the OHM team identified ways that the underground portion of the structure could be potentially re-purposed. Based on the previous work and studies, we understand that the City of Southfield administration would like to explore the possibility of re-use of all the space below the existing mall structure and understand the potential impact on the current redevelopment concept plan. At your request, we have prepared a proposal with the purpose to explore the suitability of adaptively re-using the existing underground space below the Northland Mall.

OHM Advisors will continue our partnership with RTKL to have their architecture team assist us with this effort. We are pleased to offer you this proposal for professional services. The following outlines our project Scope of Work and Considerations:

### **SCOPE OF WORK**

The purpose of this study is to explore the feasibility of saving and re-using the subsurface basement area at Northland Mall. The study will address three areas:

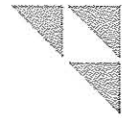
- Potential uses of the space
- Practical and technical issues (water proofing, structure, cost)
- Master Plan revisions required due to the configuration of the space

The CallisonRTKL/ OHM team of retail architects, urban designers and planners will evaluate potential uses for the subsurface space and in relation to the current Master Plan with potential implications on changes in the conceptual layout.

#### **WORKSTEP 1: Subsurface Options**

**2 weeks duration**

Our first step will be to consider creative concepts for re-use of the subsurface basement space. A variety of uses will be considered. This may include whole or a majority reuse of the space, selective demolition, and site re-grading concepts. The goal will be to quickly and creatively consider options and their impact on the Master Plan, while



keeping practical implications in mind. We will present two Options; one for total re-use, and another for re-use of the majority of the subsurface space.

Deliverables:

- Market-based Rationale
- Subsurface Use (2 Options)
- Concept sketches (6)
- Master Plan Overlay Concept Sketch *only* for 2 Options
- Technical Concepts (Waterproofing & Structure)
- Images
- Area Tabulations

**WORKSTEP 2: Development of the Preferred Option** **2 weeks duration**

Based on feedback from the client team, we will develop the preferred option to include more refined plans and images, to assist in final decision-making.

Deliverables:

- Market-based Rationale
- Concept Diagram
- Master Plan Revision
- Grade Level Plan Diagram
- Basement Floor Plan showing proposed areas, structural grid, horizontal and vertical circulation
- Technical Concepts (Waterproofing & Structure)
- Images

## MEETINGS

- Meeting #1 - Conference call with the City of Southfield to review subsurface options from Workstep 1.
- Meeting #2 – In person meeting to review the final preferred option from Workstep 2.

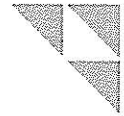
## CONSIDERATIONS AND PROJECT UNDERSTANDING

- OHM and our consultants will assume that existing conditions are reflected on the original drawings.
- The Terms and Conditions for this work is based on the MSA between OHM and the City of Southfield.
- The schedule of rates for this work is the current contract between OHM and the City of Southfield.

## ADDITIONAL SERVICES

The following services are not included in the Scope of Work and Fee for the above proposed work but may be added at any time for additional fee.

- Utility planning above that which is listed within the above “Scope of Work”.
- Architectural design of building other than that which is listed above.
- Additional plans and revisions beyond that outlined in “Scope of Work” above. Multiple alternatives, and/or significant revisions may require additional fee to complete. Such contract changes will be approved, in writing, by the Client as they become identified.
- Rezoning, development plans, entitlements, permitting documents, including related application preparation and public meeting attendance/representation.



## **SCHEDULE**

The work described above will be completed over the course of four weeks, plus two weeks for the holiday season. The schedule may be reviewed and revised based on delays in approval times, additional study requests, unforeseen conditions in the existing conditions, etc. Changes in the schedule may create the need to revise the associated fee structure.

## **FEE**

The above Scope of Work services are proposed for the following fee and current terms and conditions:

<i>FEE WORKSTEP 1: Subsurface Options</i>		<i>\$14,470</i>
<i>FEE WORKSTEP 2: Development of the Preferred Option</i>		<i>\$12,830</i>
<i>TOTAL</i>	<i>Lump Sum</i>	<i>\$27,300</i>

## **AUTHORIZATION**

If you find this proposal to be acceptable, please provide OHM Advisors with written notice to proceed. Please do not hesitate to contact me at (313) 481-1251 with questions or if you need any additional information.

Sincerely,

OHM Advisors

**RHETT Gronevelt, PE**  
PRINCIPAL

Cc: Al Aceves, Director, City of Southfield  
James M. Houk, Vice-President of Planning, Urban Design and Architecture, OHM Advisors



January 29, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Authorization for Contract for Vision Insurance with  
Blue Cross Blue Shield of Michigan**

Dear Sirs and Mesdames:

**Background:** For over 40 years, the City of Southfield has included vision insurance coverage in our career-employee fringe benefit package. Coverage is provided to the employee and eligible dependents. In addition, retirees are permitted to opt in to our group vision insurance coverage by paying 100% of the premium costs. Career employees make no payroll contribution for the benefit, or a small percentage, depending on bargaining group.

Our Vision insurance coverage has been provided by Aetna, a well-known insurance company. Until recently, Aetna has been adequately servicing our employees, dependents, and retirees with their vision claims based upon our “usual and customary” benefit format. However, over the past few years, we have experienced increasing difficulty in claims processing, which we discovered was primarily due to the “usual and customary” format no longer being used in the vision insurance industry. As we were in the process of exploring alternate vision insurance service providers, we received notice from Aetna that they can no longer service our population on the “usual and customary” basis and will cease providing vision insurance service as of February 28, 2018.

With the assistance of our consultants and account representatives, we have arranged for an alternative vision insurance benefit plan with Blue Cross Blue Shield of Michigan (BCBSM) that works on a flat dollar “schedule” of benefits, with a strong, national network of service providers; this plan can be implemented and ready for service on March 1, 2018, provided the authorizing papers are processed immediately following approval by your Honorable Body. The schedule provides for in-network full payment for eye exams, a payment up to \$200 for frames or contact lenses, and coverage with a \$0 co-pay or discount on the eyeglass lenses and optional add-ons, coatings, etc. The Blue Cross Blue Shield provider network is very robust, with service at Costco, Pearle Vision, Henry Ford OptimEyes, and many other individual and wide-area providers. The proposed financial arrangement will be on a self-insured basis, with the city paying a flat monthly administrative fee per contract of \$1.34, and then paying all contractual claims paid through the BCBSM program.

**Fiscal Impact:** We anticipate some savings over the current Aetna program charges, since the new BCBS program will be using a more defined network and benefit schedule. The monthly administrative fee will be \$1.34 for this self-insured plan, with the city paying all contractual claims through Blue Cross Blue Shield as the third-party administrator. Regular claims activity will be provided to the city for audit purposes.

**Honorable Mayor and Council**

**Authorization for Contract for Vision Insurance with Blue Cross Blue Shield of Michigan**

**Page 2**

**Recommendation:** We respectfully recommend that your Honorable Body adopt the proposed resolution which authorizes the Mayor and City Clerk to execute the agreement with Blue Cross Blue Shield of Michigan to provide vision insurance benefit coverage to the covered career employee, dependent, and retiree group, effective March 1, 2018, subject to review by the City Attorney as to form. This item was reviewed at the January 29, 2018 Study Session.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Frederick E. Zorn, C.E.D.", written in a cursive style.

Frederick E. Zorn, CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That the City Council does hereby authorize the Mayor and City Clerk to execute an agreement with Blue Cross Blue Shield of Michigan to provide vision coverage for City of Southfield career employees, their eligible dependents, and electing retirees, effective March 1, 2018.



**NOTICE OF PUBLIC HEARING  
CITY OF SOUTHFIELD**

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held on Monday, January 29, 2018, at 7:30 P.M., Local Time, in the Council Chambers of the Municipal Building, 26000 Evergreen Road, City of Southfield, County of Oakland, Michigan, at which time and place the Southfield City Council will consider the following request pursuant to Title V, Zoning and Planning, Chapter 45, Zoning, of the Code of the City of Southfield, to wit:

**PSLU17-0011** Special Use Request of Metro City Auto Sales, on behalf of the owner Salama Investment, LLC, to establish a used vehicles sales showroom and lot with a State of Michigan Class B License on property located at 23390 Telegraph Road on the east side of Telegraph Road between West Nine Mile Road and West Ten Mile Road, Sidwell Parcel 2428-351-001, Lot 31 of Supervisor's Plat 9 Mile-Telegraph, Section 28, City of Southfield, Oakland County, State of Michigan.

Written comments may be delivered to the City Clerk's Office, 26000 Evergreen Road, P.O. Box 2055, Southfield, MI 48037-2055, prior to the public hearing.

Questions regarding this matter should be directed to the Planning Department at (248) 796-4150.

SHERIKIA L. HAWKINS – CITY CLERK

Publish Date: January 11, 2018



**Individuals with special needs who plan to attend this meeting should contact the City Clerk's Office at 248-796-5150 (voice) or 248-354-4831 (TDD). If auxiliary aids or services are needed, reasonable advance notice is required.**



**CITY PLANNER'S RECOMMENDED RESOLUTION FOR CITY COUNCIL  
JANUARY 29, 2018**

**RESOLVED:** That PSLU17-0011, Special Use request of Metro City Auto Sales, on behalf of the owner Salama Investment, LLC, to establish a used vehicles sales showroom with a State of Michigan Class B License on property located at 23390 Telegraph Road on the east side of Telegraph Road between W Nine Mile and W Ten Mile Roads, Sidwell Parcel 2428-351-001, Lot 31 of Supervisor's Plat 9 Mile-Telegraph, Section 28, City of Southfield, Oakland County, State of Michigan., be approved for the following conditions and reasons;

1. Approval of an Administrative Site Plan for the site related to the Special Use proposal by the Planning Department.
2. Banners, balloons, balloon structures, portable signs, streamers, flags, other than United States or State of Michigan designations, vehicles or persons displaying advertising signage as a means of advertising vehicles for sale on the property is strictly prohibited.
3. All vehicles for sale in accordance with the Class B License shall either be kept indoors in the area noted on the plan or off-site at another lot owner or leased by Metro City Auto Sales.
4. The submitted special use, with any conditions recommended by the Planning Department and the Planning Commission, is be of such size and character that it will be in harmony with the appropriate and orderly development of the General Business District.
5. The location, size, intensity and periods of operation of the proposed use is designed to eliminate any possible nuisance likely to emanate there from which might be adverse to occupants of any nearby permitted uses.
6. The proposed use is in accord with the spirit and purpose of this chapter and is not inconsistent with, or contrary to, the objectives sought to be accomplished by this chapter and principles of sound planning.
7. The proposed use is of such character and vehicular traffic generated will not have an adverse effect, or be detrimental, to the surrounding land uses or adjacent thoroughfares.
8. The proposed use is of such character and intensity and arranged on the site so as to eliminate any adverse effects resulting from noise, dust, dirt, glare, odor, or fumes.
9. The proposed use will not be adverse to the promotion of the health, safety and welfare of the community.

Comments: The Council held a Study Meeting on this item on January 8, 2018 and made the following comments:

1. Council inquired as to what a Class B License was.
2. Council asked that a colored site plan be included.

Planning Department received the Special Use Request on October 24, 2017. The Planning Commission held a Public Hearing on this matter on December 20, 2017 and made a favorable recommendation.

TC:JLS

L:\Planning\RESOLUTIONS\PSLU17-0011 Metro City Auto Sales for 1-29-18 Council

**DATA SHEET**

**CASE NO.:** PSLU17-0011

**SECTION:** 28

**PETITIONER:** Metro City Auto Sales Inc, on behalf of the owner, Salama Investments LLC

**REQUEST:** Special Use

**PRESENT ZONING:** I-1 Industrial

**PRESENT LAND USE:** Auto service

**MASTER PLAN:** Technology Corridor Subarea

**FRONTAGE:** 85.95'      **ON:** Telegraph Road

**DEPTH:** 200'      **AREA:** .39 acres

**ABUTTING R.O.W. EXISTING:** 202'      **PROPOSED:** Same

**MISCELLANEOUS:** Special Use request of Metro City Auto Sales, on behalf of the owner Salama Investment, LLC, to establish a used vehicles sales showroom and lot with a State of Michigan Class B License on property located at 23390 Telegraph Road on the east side of Telegraph Road between W Nine Mile and W Ten Mile Roads, Sidwell Parcel 2428-351-001, Lot 31 of Supervisor's Plat 9 Mile-Telegraph, Section 28, City of Southfield, Oakland County, State of Michigan.

Parking:	Req'd: 12	Provided:	15
Landscape:	Req'd: N/A	Provided:	Existing
Bldg. Ht.:	N/A	Provided:	N/A
Setbacks:	Front (south): N/A	Provided:	N/A
	East Side: N/A	Provided:	N/A
	West Side: N/A	Provided:	N/A
	Rear (north): N/A	Provided:	N/A

**PLANNER'S RECOMMENDATION:**  
**COMMISSION ACTION:** *Favorable*  
**COUNCIL ACTION:**

*Favorable*

**DATE:**

*December 20, 2017*

**DATE:**

**CITY PLANNER'S RECOMMENDATION  
DECEMBER 20, 2017**

**Requested by:** Metro City Auto Sales Inc, on behalf of the owner, Salama Investments LLC

**Request:** Special Use request of Metro City Auto Sales, on behalf of the owner Salama Investment, LLC, to establish a used vehicles sales showroom and lot with a State of Michigan Class B License on property located at 23390 Telegraph Road on the east side of Telegraph Road between W Nine Mile and W Ten Mile Roads, Sidwell Parcel 2428-351-001, Lot 31 of Supervisor's Plat 9 Mile-Telegraph, Section 28, City of Southfield, Oakland County, State of Michigan.

**Legal Description:** Sidwell Parcel 2428-351-001, Lot 31 of Supervisor's Plat 9 Mile-Telegraph

**Location:** 23390 Telegraph Road on the east side of Telegraph Road between W Nine Mile and W Ten Mile Roads

**Findings:**

**Existing Zoning:** Properties to the north, south and west across Telegraph Road are zoned I-1 Industrial. The property to the east is zoned R-1 Single Family Residential.

**Existing Land Use:** Property to the north is developed with an auto care facility. Properties to the west across Telegraph Road are developed with an office/warehouse use for tile and an auto care facility. The property to the south is developed with the McVee's Bar and restaurant. The properties to the east are undeveloped or developed with single family houses fronting Bush street.

**Site Plan:** The sites contain .39 acre of land. There is 85.95' of frontage on Telegraph Road and a depth of 200'.

Special Use Request is to use a portion of the property for a Class B Used Vehicle Dealership while retaining the balance of the site for a auto service.

Issues considered by the Planning Department during the review of the special use were:

1. Special Use Standards and Conditions of Article 20, Industrial districts.
2. Southfield Comprehensive Master Plan noting Technology Corridor Subarea for these parcels.
3. The petitioner is to implement the recommendations made by the Southfield Police Department's Crime Prevention Bureau regarding site security.

**Recommendation:** The Planning Department recommends FAVORABLE CONSIDERATION of the Special Use Request of Metro City Auto Sales Inc, on behalf of the owner Salama Investments LLC, to establish a used vehicle lot with a Class B License on property located at 23390 Telegraph Road for the following reasons and conditions:

1. Approval of an Administrative Site Plan for the site related to the Special Use proposal by the Planning Department.
2. Banners, balloons, balloon structures, portable signs, streamers, flags, other than United States or State of Michigan designations, vehicles or persons displaying advertising signage as a means of advertising vehicles for sale on the property is strictly prohibited.
3. The submitted special use, with any conditions recommended by the Planning Department and the Planning Commission, is be of such size and character that it will be in harmony with the appropriate and orderly development of the General Business District.
4. The location, size, intensity and periods of operation of the proposed use is designed to eliminate any possible nuisance likely to emanate there from which might be adverse to occupants of any nearby permitted uses.
5. The proposed use is in accord with the spirit and purpose of this chapter and is not inconsistent with, or contrary to, the objectives sought to be accomplished by this chapter and principles of sound planning.
6. The proposed use is of such character and vehicular traffic generated will not have an adverse effect, or be detrimental, to the surrounding land uses or adjacent thoroughfares.
7. The proposed use is of such character and intensity and arranged on the site so as to eliminate any adverse effects resulting from noise, dust, dirt, glare, odor, or fumes.
8. The proposed use will not be adverse to the promotion of the health, safety and welfare of the community.

**CITY OF SOUTHFIELD SPECIAL USE APPLICATION**

City of Southfield Planning Department 26000 Evergreen Road Southfield, MI 48076 Telephone: 248-796-4150 Fax: 248-796-4105 E-mail: <a href="mailto:contactplanning@cityofsouthfield.com">contactplanning@cityofsouthfield.com</a>	Date Submitted:	10-24-17
	Reference Number:	PSW17-0011 2428-357-001
	Sidwell Number:	↓
	Associated Site Plan File Number (if applicable):	

**NOTICE TO THE APPLICANT:** Petitions must be filed with the Planning Office by 12:00 noon 40 calendar days prior to being placed on the Planning Commission agenda.

I (We) the undersigned do hereby make application to the Planning Department of the City of Southfield to develop the property herein described.

- Name of the Proposed Development: Metro City Auto Sales Inc.
- Description of the Subject Property: Add Class B used auto sales to existing garage.  
 Address: 23390 Telegraph Rd Southfield, MI 48033  
 Nearest Cross Streets: 9 Mile Rd & Telegraph  
 Acreage: 17,190 SQ. FT.
- Gross Building Area (G.B.A.) this project: 5754 SQ. FT. Total G.B.A on site 5754 SQ. FT.
- Zoning classification of the subject property: I-1 Industrial
- Description of proposed use/scope of work (please list all proposed changes to the property):  
I would also like to have a class B used Auto sales at this site.
- Value of development: \$ \_\_\_\_\_ ; New FTE Jobs \_\_\_\_\_

7. APPLICANT INFORMATION		8. PROPERTY OWNER INFORMATION	
Company Name	<u>Metro City Auto Sales Inc.</u>	Company Name	<u>Salama Investment LLC</u>
Name	<u>Fanar Salama</u>	Name	<u>Fanar Salama</u>
Address	<u>1041 Pheasant Run West Dr</u>	Address	<u>1041 Pheasant Run West Dr</u>
City	<u>Wixom</u> State <u>MI</u> Zip <u>48393</u>	City	<u>Wixom</u> State <u>MI</u> Zip <u>48393</u>
Email	<u>fanar1017@yahoo.com</u>	Email	<u>fanar1017@yahoo.com</u>
Phone	<u>248-939-1155</u>	Phone	<u>248-939-1155</u>

9. Applicant's interest in the property (if other than owner) \_\_\_\_\_

10. Signature of Applicant [Signature] Date 10-24-17

11. Signature of Property Owner [Signature] Date 10-24-17

**Supplemental Forms:**

- Site Plan Application Packet
- Medical Marijuana Submittal Checklist
- Daycare Submittal Checklist
- Public Art Information Handout

## MEMORANDUM

**TO:** Planning Commission  
**FROM:** Jeffrey Spence, Assistant City Planner  
**DATE:** December 20, 2017  
**RE:** PSLU17-0011 (Metro City Auto Sales)

### A. SPECIAL LAND USE STANDARDS:

1. **The proposed use must be of such size and character that it will be in harmony with the appropriate and orderly development of the I-1 Industrial District:** Based on the proposal, the petitioner would like to use a portion of the existing site for Used Vehicle Sales with a Class B License from the State of Michigan. The petitioner will not use the site for used vehicle parts, as an automotive recycler or for scrapped/junk vehicles. The remainder of the site would be used for the current approved use as auto service. While the office space will be shared between the current use and the proposed use, the showroom for used vehicles will be in a separate area of the structure away for the service area.
2. **The location, size, intensity, and periods of operation of any such proposed use must be designed to eliminate any possible nuisance likely to emanate therefrom which might be adverse to occupants of any other nearby permitted uses:** Per the petitioner, used vehicle sales will be by appointment only or through the internet with little to no walk-in service. Per ordinance, banners, balloons, balloon structures, portable signs, streamers, flags, other than the United States or State of Michigan designations, vehicles or persons displaying advertising signage as a means of advertising vehicles for sale on the property is strictly prohibited. Therefore, there should be little, if any, adverse effects from this use on adjacent properties.
3. **The proposed use must be in accord with the spirit and purpose of this Chapter and not be inconsistent with, or contrary to, the objectives sought to be accomplished by this Chapter and principles of sound planning:** The proposed use is a special use in the I-1 Industrial District and is only allowed along the Telegraph Road frontage as long as it meets the standards. This proposal is consistent with the Chapter objectives.
4. **The proposed use must be of such character that the vehicular traffic generated will not have an adverse effect, or be detrimental, to the surrounding land uses or the adjacent thoroughfares:** Since the proposed use is secondary to the current use of the property as auto service and sales are handled by appointment only or through the internet, there will be minimal traffic generated by this proposed use.
5. **The proposed use is of such character and intensity and arranged on the site so as to eliminate any adverse effects resulting from noise, dust, dirt, glare, odor, or fumes:** Vehicles for sale will be on the interior of the building and should not cause adverse effects.

6. **The proposed use, or change of use, will not be adverse to the promotion of the health, safety and welfare of the community:** As noted above, the use should not have adverse effects on adjacent properties.

cc. Terry Croad – Director of Planning  
Sue Ward, Esq. – Southfield City Attorney

L/Planning/2017/PSLU17-0011 Metro City Auto Sales 12\_20\_17





## City of Southfield

26000 Evergreen Rd. • P.O. Box 2055 • Southfield, MI 48037-2055 • www.cityofsouthfield.com

December 1, 2017

Metro City Auto Sales, Inc.  
Attn: Fanar Salama  
1041 Pheasant Run West Drive  
Wixom, MI 49393

Re: 23390 Telegraph Road – Southfield, MI  
Proposed Used auto Lot w/Class B License

Dear Mr. Salama,

Below please find staff comments I have to date related to your proposal of a used vehicle sales operation at 23390 Telegraph Road. Please make the necessary revisions to the plans or provide answers to any questions staff may have and re-submit revised plans as soon as possible. Note that the first meeting of the Planning Commission related to your proposal is set for Wednesday, December 6, 2017 at 6:30pm in the Council Conference Room. You will need to be present in order to answer any questions staff or the Commission may have.

### Jeffrey Spence – Planning

1. Section 5.30, Article 4, Chapter 45: Indicate required and proposed parking space requirements including stacking spaces, if applicable.  
Figure parking based on the following:  
Auto repair: 1 space per ever 3,000 square feet of lot area.  
Office: 1 space for every 250 gross square feet of floor area.  
Auto sales: 1 space for every 800 usable square feet of floor area  
Make sure to indicate in the total square feet, the calculation above and total spaces required versus provided.
2. Section 5.29(15), Article 4, Chapter 45: Snow removal plan shall be submitted or adequate on-site snow storage shall be provided that does not impede on the minimum required parking spaces. Storage of accumulated snow shall not obscure site lines or cause traffic blind spots.
3. Section 5.28, Article 4, Chapter 45: Outside storage shall be permitted only in the industrial (I-1) district and provided the storage area is enclosed with a 6' high completely obscuring fence or solid masonry wall on those sides where abutting, adjacent to, or within 50' feet of residential districts.  
Tires are currently being stored outside against the rear of the building. If outside storage is the norm you need to indicate on the plan where it will be.
4. Vehicles for repair are parked everywhere on site including driveways. Parking is allowed in designated spaces only. Parking in driveways is a violation and will result in tickets from Code Enforcement. If there is an issue with too many vehicles on site you

Mayor  
Kenson J. Siver

Council President  
Daniel Brightwell

City Clerk  
Sherikia L. Hawkins

City Treasurer  
Irv M. Loweuberg

#### City Council

Myron A. Frasier

Lloyd Crews

Donald F. Fracassi

Michael Ari Mandelbaum

Tawnya Morris

Linnie Taylor



December 1, 2017

will need to find another suitable and approved location for excess vehicles. Note the current situation could affect the proposed Special Use for the Used Vehicle lot if there is not enough space on the site for the current use of motor vehicle repair.

Noreen Lusk – Landscaping 248-796-4156

1. Section 5.31(21)(c), Article 4: All landscaping must be perpetually maintained in good condition so as to present a healthy, neat, and orderly appearance, free from refuse and debris. All diseased or dead material shall be removed and replaced.  
Remove weeds in the front planting bed.

Mark Pilot – Building

1. Provide a Building Permit Application and two sets of detailed construction documents to include, but not limited to:
2. A complete Code Evaluation including:
3. Construction Type
4. Occupant Load
5. Barrier Free Accessibility compliance per 2009 ICC/ANSI, A117.1
6. 2015 Michigan Uniform Energy Code compliance
7. Compliance with Section 406.8 and 903.2.9.1, 2015 MBC for "Repair garages"
8. Compliance with: 2015 MBC, 2015 MMC, 2015 MPC, 2014 NEC, 2015 IFC

Leigh Schultz – Engineering

1. No Comments or revisions required.

Dave Wawrzyniak – Traffic Engineering

1. The Southfield Traffic Engineering Department will require that this site plan be resubmitted in an Engineering scale (1"=20', 1"=30', 1"=40', 1"=50', etc...) to facilitate in determining the Fire Truck /Emergency Vehicle (50ft S.U.) accessibility, as well as other engineering requirements. Also, please depict driveway throat width and both the inbound and outbound driveway curb radii on all future site plan submissions.
2. The Southfield Traffic Engineering Department will require a more detailed breakdown in the calculation for required standard as well as barrier free vehicular parking spaces on all future site plan submissions. The Southfield Traffic Engineering Department, following consultation with the Southfield Planning Department, recognizes that parking requirements for this property should not be based on simple overall lot square footage that would be used if the entire building enclosed only one function (such as auto repair), but on the usage for particular sections of the building that have separate and/or particular functions (office areas, auto shop, auto storage, auto showroom).
3. The Southfield Traffic Engineering Department will require further details (dimensions) with regards to the chain link swing gates along the south side of the existing building, the clear driveway width between the south side of the building and the chain link fence along the south property line, and the clear width between the designated parking spaces along the east property line and the east building wall. The Southfield Traffic Engineering Department requires this information to confirm Fire Truck /Emergency Vehicle (50ft S.U.) accessibility. Please include further information on all future site plan submissions. The Southfield Traffic Engineering Department will support any and all recommendations made with regards to this site by the Southfield Fire Department.

PSLU17-0011 – Metro City Auto  
December 1, 2017

Sincerely,

A handwritten signature in black ink, appearing to read 'Jeffrey Spence', with a long horizontal flourish extending to the right.

Jeffrey Spence  
Assistant City Planner  
Planning Department  
248-796-4158 Direct  
[jspence@cityofsouthfield.com](mailto:jspence@cityofsouthfield.com) Email

L:\Planning\Site Plan Review\2017\PSLU17-0011 Metro City Auto

**MINUTES OF THE CITY OF SOUTHFIELD PLANNING COMMISSION  
STUDY MEETING OF DECEMBER 6, 2017  
COUNCIL CONFERENCE ROOM**

**Planning Commission Members Present:** Commissioners Culpepper, Denson, Dyas, Griffis, Huntington, Miah and Willis

**Planning Commission Members Excused:**

**Staff Present:** Planner Spence

Chairman Culpepper called the first item.

**PSLU17-0011** – The Special Use Request of Metro City Auto Sales, on behalf of the owner Salama Investment, LLC, to establish a used vehicles sales showroom and lot with a State of Michigan Class B License on property located at 23390 Telegraph Road on the east side of Telegraph Road between W Nine Mile and W Ten Mile Roads, Sidwell Parcel 2428-351-001, Lot 31 of Supervisor's Plat 9 Mile-Telegraph, Section 28, City of Southfield, Oakland County, State of Michigan.

Planner Spence gave a brief overview of the project noting an auto repair facility was currently existing on the site and this proposed use for used vehicle sales would be relegated to a portion of the existing building. He introduced the petitioner and his lawyer

The petitioner, Fanar Salama, noted he wanted to move his Eight Mile Road used vehicle license to Southfield. His business is mostly via internet sales for high end used cars. They also sell via eBay and a website. They aren't a big volume business that is by appointment only. There is a ten-car minimum and they would be on the rear of the site.

Mr. Joe Stewart, attorney from Oak Park, noted the owner does brakes, struts, shocks, and oil changes as his current business. There will be no painting of vehicles. No flags. The plan shows a twenty-two-space requirement for parking and there are twenty-seven spaces on site including the spaces inside the building.

Commissioner Huntington asked what the hours of operation would be. Mr. Salama noted they would be from 9am-7pm Monday through Friday. Saturday hours would be from 10am-3pm. They are closed on Sunday.

Commissioner Griffis noted that based on the dimension on the plan six cars wouldn't fit in the garage area. Mr. Stewart noted there are six cars in there now and they fit fine. Commissioner Griffis noted they may want to re-measure the garage then.

Planner Spence noted one of the concerns he has is that the petitioner is using the spaces inside the buildings – noted as showroom – to meet the parking counts. Planner Spence noted he would have to check with Legal to see if that was appropriate.

Commissioner Willis asked how many vehicles the petitioner thought he could sell. Mr. Salama

stated he wasn't sure yet. Commissioner Willis if cars would be on the lot and if so if there are more than the lot can handle how would he store them. Mr. Salama noted he has another lot where overflow can be held. Commissioner Willis asked where the vehicles come from. Mr. Salama noted he buys them at auction, fixes them as needed and will then sell them.

Commissioner Dyas noted you can't pull into spaces that aren't accessible to the public.

Commissioner Huntington asked how many employees there would be. Mr. Salama noted there would be 3.

Commissioner Dyas noted there are 9 spaces in the rear designated for auto sales.

Commissioner Griffis noted that if the auto repair portion of the business went away we wouldn't have these concerns with parking. He noted the owner might want to look at that option.

Commissioner Denson noted with 3 employees taking up the other seven spaces in front, that would leave only 4 spaces for the public. She was concerned about that.

There being no other comments, Planner Spence noted the concerns of staff and the Commission that needed resolve prior to the Regular Meeting on December 20 including counting spaces in the building in the parking count and snow storage on site.

There were no other comments. Planner Spence noted they petitioner can come back in two weeks for the Regular Meeting.

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CITY OF SOUTHFIELD  
REGULAR MEETING OF THE PLANNING COMMISSION

The PLANNING COMMISSION MEETING,  
Taken at 26000 Evergreen Road,  
Southfield, Michigan,  
Commencing at 6:30 p.m.,  
Wednesday, December 20, 2017,  
Before Earlene Poole-Frazier, CSR-2893.

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COMMISSIONERS:

DONALD CULPEPPER, Chair

DR. LaTINA DENSON, Commissioner

JEREMY GRIFFIS, Commissioner

STEVEN HUNTINGTON, Vice Chair

JACQUETTA MIAH, Commissioner

ROBERT WILLIS, Secretary

Terry Croad, Director, Planning Department

Jeff Spence, Planning Department

1 Southfield, Michigan  
2 Wednesday, December 20, 2017  
3 6:30 p.m.  
4

5 I'd like to call this meeting to order.  
6 Please stand for the Pledge of Allegiance to the Flag.

7 (Pledge of Allegiance recited at 6:30 p.m.)

8 MR. CULPEPPER: May I have the roll call,  
9 please.

10 MR. SPENCE: Yes, Mr. Chairman. Mr. Dyas is  
11 excused this evening. Mr. Culpepper?

12 MR. CULPEPPER: Here.

13 MR. SPENCE: Mr. Griffis?

14 MR. GRIFFIS: Here.

15 MR. SPENCE: Mr. Huntington?

16 MR. HUNTINGTON: Present.

17 MR. SPENCE: Dr. Denson?

18 DR. DENSON: Present.

19 MR. SPENCE: Ms. Miah?

20 MS. MIAH: Present.

21 MR. SPENCE: Mr. Willis?

22 MR. WILLIS: Here.

23 MR. SPENCE: Mr. Chairman, you do have a  
24 quorum to conduct the meeting.

25 MR. CULPEPPER: Before we get approval, I'd

1 safe holiday.

2 Jeff, you want to take the next public  
3 hearing?

4 MR. SPENCE: The next item on your agenda is  
5 PSLU17-0011. This is a Special Use Request of Metro  
6 City Auto Sales, on behalf of the owner, Salama  
7 Investment, LLC, to establish a used vehicles sales  
8 showroom with a State of Michigan Class B License.  
9 Property located at 23390 Telegraph Road.

10 Legal notice advertising this item for public  
11 hearing December 20th, 2017, was published in the  
12 November 30, 2017, edition of the Southfield Sun.  
13 Notice was also sent by first-class mail to all  
14 property owners within 350 of the subject site.

15 If you recall, when this item was last before  
16 you, there was some concerns that the staff had with  
17 regard to a couple items on the site plan. One of them  
18 being snow storage on the property. Mostly, it had to  
19 do with parking and the parking counts for the proposed  
20 uses on the property, the office, the auto vehicle  
21 repair as well as the shoveling, and the used vehicle  
22 sales.

23 The plans that you have before you, the  
24 parking counts have been revised. You'll also note  
25 that one of the areas on the interior of the building



1 that was originally shown to be an area for used  
2 vehicle sales for storage inside the building has been  
3 removed and that area is now going to be for auto  
4 repair. So the only area that will have any kind of  
5 storage or showroom for used vehicles will be the  
6 southern portion of the building. I'll show that to  
7 you in a moment.

8 From the standpoint of the project itself,  
9 again, the monitor showing the location of the  
10 property, 23390 Telegraph Road, this is on the side of  
11 Telegraph between Nine and Ten Mile Roads. And again,  
12 the proposal is to establish used vehicle sales, State  
13 of Michigan Class B license.

14 The property is 85 feet wide by 200 feet.  
15 Again, this is industrial zoned property. It's all  
16 industrial on this side, or actually on the east side  
17 of Telegraph Road here.

18 The existing conditions, you can see the  
19 existing conditions of the property, which east and  
20 south, there's a restaurant bar. To the west and  
21 across Telegraph Road, we have various uses, including  
22 a tile place. And then another auto repair facility.  
23 We have, I believe, auto repair to the north. And then  
24 to the east we actually have residential houses there  
25 on Bush Street there.

U.S. Legal Support

Ph: 248.644.8888 Toll Free: 888.644.8080

1 Elevations of the building. Really nothing  
2 is changing much in the way of elevations. It is what  
3 it is, as you see it out there today.

4 This is the revision to the interior of the  
5 building. You will see the office space noted, the  
6 auto repair, and then where the auto sales will be,  
7 which again is in that southern portion of that  
8 existing building.

9 Revision of the site plan, which includes the  
10 snow storage areas, and then the parking on-site. The  
11 snow storage areas did remove one of the parking  
12 spaces, so we did go from what was originally, I think,  
13 13 spaces to -- I'm sorry, it was 16 spaces down to 15.  
14 Now, there are 15 spaces on-site. However, when you do  
15 your calculation for the various uses within the  
16 building, they only require 12 parking spaces. So they  
17 do have enough parking on-site by means of the  
18 property. Twelve required, 15 showing.

19 With that, I can turn it over to the  
20 petitioner, if he has any other additional comments he  
21 would like to make.

22 MR. CULPEPPER: Would you give your name and  
23 address for the record, please?

24 MR. STEWART: My home address?

25 MR. CULPEPPER: Your business address and

1 your name for the record, please.

2 MR. STEWART: I'm Joseph Stewart. My  
3 business address is my home address, 23211 Gardner, Oak  
4 Park, Michigan.

5 MR. SALAMA: Fanar Salama, 23390 Telegraph  
6 Road, Southfield, Michigan.

7 MR. CULPEPPER: Anything you'd like to add?

8 MR. STEWART: Just a couple things. And I'd  
9 like to say hello to everybody again. It's good seeing  
10 everyone again. I think that the amended and the  
11 rewritten site plan is much more accurate and more with  
12 reality with what is really going on here. When we  
13 were here before we were trying to argue that we had  
14 enough spaces and we were asking for inside parking and  
15 so on. And it was based on office space requiring  
16 eight parking places and office sales requiring nine  
17 spaces. We were really off of our own base. And Fanar  
18 and his father went back to the architects and they  
19 redesigned -- they rewrote the site plan. I think  
20 we're not making any gains here. This is really in  
21 conformance with what it is.

22 Just again, just to highlight, this is not --  
23 we're asking for used car sales, a used car sales Class  
24 B license. But this is not going to be a lot. Mr.  
25 Salama had a lot on Eight Mile Road in Detroit where he

1 had cars out there and people came in. And as he told  
2 you the last time when we were here, this is not at all  
3 what he's doing. There's no flags, there's no cars  
4 being directed this way. When you drive in, there's  
5 parking and there's an office and there's a garage.  
6 And the only cars that he has for the sale are the six  
7 or seven that are in that auto storage lot. I don't  
8 know if it's a garage or storage in the back, in the  
9 south. And those are the cars that are ready for sale.

10 Then that other part where we had originally  
11 for sales, for storage, just to the north of that,  
12 that's all going to be considered auto repair. And I  
13 think a couple of you had an opportunity to go there.  
14 And I think you saw that there were cars in there that  
15 were ready for repair.

16 Also, just to, before I forget, it was  
17 originally marked as the hoist in the repair part  
18 zoning two. And as I was saying, the sales are set up  
19 for Internet sales. I'm sorry, online sales. Because  
20 customers are in there by appointment. The total  
21 number of people that are generally working on that  
22 property are his brother, Fadi, who was here last time,  
23 he's not here today. And Fanar is there sometimes, but  
24 he's not there all the time. And the auto repair is,  
25 again, just minor repairs. So when you come in there,

1 there's those seven spaces on the right and one  
2 handicapped space, and then there's what you call, we  
3 label it as nine spaces in the back, but one is going  
4 to be used for snow removal. So now there's eight back  
5 there. And if for some reason there are a number of  
6 people there for car repairs and/or used car sales, I'm  
7 just saying somebody coming in there buying cars will  
8 most likely be one or two customers. I mean, they're  
9 there. And that's realistic. That's the way he has it  
10 designed now. And they're high-end cars. And he's  
11 fixed up the building. Again, for the members who saw  
12 it, it's looking good. And I appreciate that. Thank  
13 you.

14 MR. CULPEPPER: Okay. Let me say this before  
15 we open up the meeting. I understand that, you know,  
16 our -- well, one of the main concerns were at the last  
17 meeting, were you using the inside stalls where you  
18 store cars as part of your parking. So we've cleared  
19 that up. So I like the new layout. I like the  
20 drawing. So you answered that basic question. Again,  
21 we looked at the snow, whether you can dump snow back  
22 there. We took a look at that issue, at that spot.  
23 You can dump snow back that properly. I was in there  
24 again. You don't have three hoists in there, you only  
25 have two, that I saw. That was one of the

1 recommendations, suggestions from one of the  
2 commissioners, that you would really free up a lot of  
3 space if you gave up one of those ports. It looks good  
4 to me. Like I say, the area was pretty decent when I  
5 was there. Matter of fact, there weren't a lot of cars  
6 outside, the six or the eight when I was there. Thank  
7 you very much. We'll open it up.

8 MR. SPENCE: If I may, through the Chair,  
9 remember this is a public hearing.

10 MR. CULPEPPER: Yeah, that's what I'm saying,  
11 we'll open it up for public hearing, if you don't have  
12 anything else to say.

13 MR. STEWART: No. Thank you.

14 MR. CULPEPPER: You want to take a seat. We  
15 now declare the public hearing open. If there is  
16 anyone that would like to discuss this item dealing  
17 with Metro City Auto Sales, would you please come to  
18 the mic at this time, please.

19 Seeing none, I now declare the public hearing  
20 closed.

21 MR. SPENCE: If I may, through the Chair.

22 MR. CULPEPPER: Yes.

23 MR. SPENCE: As you know, we have gone  
24 through a process of site plan use standards.

25 MR. CULPEPPER: Right.

1 MR. SPENCE: So I would like to go through  
2 those just quickly with you. You have them in your  
3 packet. These are standards for special use per the  
4 industrial zoning district. Standard number one,  
5 proposed use must be of size and character that will be  
6 in harmony with the appropriate orderly development of  
7 an I-1 development district.

8 Again, based upon the proposal that we have  
9 here, we do believe that this type of use, especially  
10 how the project is or how the use is being proposed  
11 here with Internet sales, by appointment only, it's not  
12 going to be a used vehicle lot with flags and so on and  
13 so forth. That we do believe that this is appropriate  
14 and orderly.

15 The location, size and intensity and periods  
16 of operation of any such proposed use will be designed  
17 to eliminate any possible nuisances likely to emanate  
18 therefrom which may be adverse to any nearby uses.

19 Again, with regard to the used vehicle sales,  
20 it's by appointment only through the Internet. So  
21 there won't be walk-in service or we won't have a lot  
22 of vehicles passing by coming on the property. So,  
23 again, we believe that there isn't going to be any  
24 nuisance to any of the adjacent property owners from  
25 the proposal.

1           The proposed use will be in accord with the  
2 spirit and purpose of the chapter and not be consistent  
3 with or contrary to the objective sought to be  
4 accomplished by this chapter. Those are two of the  
5 principles of Southfield planning. Again, it's a  
6 proposed use and special use in the industrial  
7 district. It's only allowed on Telegraph Road frontage  
8 as long as it meets the standards. And we would  
9 propose it's consistent with the chapter objectives.

10           Proposed use must be of such character that  
11 vehicular traffic generated will not be of any adverse  
12 effect or detrimental to any surrounding land uses.

13           Again, because of the nature of business that  
14 has been proposed to us, we do not see that there will  
15 be any adverse effect with regard to traffic or any  
16 traffic generated proposed use.

17           The proposed use is of such character and  
18 intensity arranged on the site so as to eliminate any  
19 adverse effects resulting from noise, dust, dirt,  
20 glare, odor and fumes.

21           Again, vehicles for sale will be on the  
22 interior of the building. There should be no adverse  
23 effects.

24           The proposed use or chance of use will not be  
25 adverse to the promotion of the health, safety and



1 welfare of the community.

2 Again, as noted in the item above, we see no  
3 adverse effects on this property or adjacent ones for  
4 any of the proposed use.

5 MR. CULPEPPER: Thank you. Commissioners,  
6 questions, answers? Commissioner Miah?

7 MS. MIAH: Yes, I did go out and look at the  
8 site, and I saw owners. There were quite a few cars.  
9 It was quite full at the time I was there. And I did  
10 notice that there was only two, two lifts, as opposed  
11 to three before. To me, it seems to be quite tight in  
12 there, as far as turning around, if you have to go in  
13 the back and park, it's tight to turn around and come  
14 out of there. And it's really tight. And the snow  
15 removal, I was looking at the snow removal, I think  
16 that's a good area over there against the fence. But  
17 that wire fence, as you ride through, that would be  
18 quite tight. That would be quite tight. If the snow  
19 was placed in that area where it was a parking spot,  
20 it's kind of tight back there. I think that would be  
21 tight. That's just my opinion. I agree with the snow  
22 removal against the chain-link fence. But that area  
23 for the snow, to me it's not feasible. It's really  
24 tight. It's really tight in there if you have to go  
25 back in there and park.

1 MR. CULPEPPER: Okay. Commissioner Denson?

2 DR. DENSON: Thank you. The eight spaces in  
3 the rear, when we had the first meeting they were  
4 saying that it's for the showroom, also. Has that  
5 changed?

6 MR. SPENCE: No, I'm going to go back to this  
7 previous slide here. There's the interior in the  
8 building. So the original plan that came in, when you  
9 saw it a couple weeks ago, the northern portion, where  
10 it says auto repair right now, one of those areas was  
11 going to be used for the auto sales. It was going to  
12 be storage on each side for the vehicles. They have  
13 since changed that. So the only place where they're  
14 going to have any kind of showroom is where it states  
15 auto sales on that plan.

16 DR. DENSON: So no cars will be outside for  
17 sale?

18 MR. SPENCE: Ask the question to the  
19 petitioner. Do you have vehicles for sale outside?

20 MR. SALAMA: No, we won't. We have that, and  
21 we have the other storage area.

22 DR. DENSON: Okay.

23 MR. CULPEPPER: Commissioner Willis?

24 MR. WILLIS: Thank you. Let me kind of  
25 piggyback on Commissioner Miah. I, too, went to the

1 back area and looked at the parking. What I saw is the  
2 parking space identified on the diagram. But I drove  
3 in and out. And what I was not able to do was drive in  
4 and out comfortably. It's just barely enough room.  
5 And I think you met the letter of the definition of  
6 parking spaces. I guess my thinking is did it really  
7 meet the whole intent of having the ability to drive  
8 into and out of the parking spaces. And if there was  
9 eight cars there, they would be really, really limited.  
10 I guess I'm just expressing myself, not really asking a  
11 question. But if you can speak to that.

12 MR. CULPEPPER: Do you know what he's talking  
13 about?

14 MR. STEWART: Sure, I do.

15 MR. CULPEPPER: Because all three of us drove  
16 it at different times and got different results from  
17 it. What's your explanation for that, if any?

18 MR. STEWART: I appreciate, also, what  
19 Ms. Miah said when she was there it was more crowded.  
20 I think when you, sir, it was less crowded.

21 MR. CULPEPPER: It was less crowded.

22 MR. STEWART: I understand. I've been in the  
23 back. I've parked back there myself when I came in.  
24 Mr. Willis, I think, for the most part, I think  
25 generally there's going to be enough parking right on

1 the side when you first come in, those seven spaces for  
2 the customers. It's very light auto repair. It's not  
3 a big flourishing thing. The main purpose of this  
4 business are the sales. So I don't -- I think for the  
5 most part, it's going to be accommodated on this side.  
6 But we have to have some of those spaces in back in  
7 order to satisfy the requirement. And also, by the  
8 way, as far as the snow being on the south end and  
9 making it more crowded right there, I mean. We could  
10 just take a space on the other end for snow and that  
11 would probably --

12 MR. CULPEPPER: That's not an issue. The  
13 snow is fine. The situation is that --

14 MR. STEWART: The tightness.

15 MR. CULPEPPER: The tightness.

16 MR. SALAMA: If you park into a parking space  
17 and then you can back up and pull out comfortably fine.  
18 She turned -- when she was there at my location, she  
19 turned -- didn't go into a parking space and turn, she  
20 turned around in that area. That's why it was --

21 MR. CULPEPPER: In other words, when you go  
22 back there, looking at -- if you have what the picture  
23 shows, if you go back there, you just can't turn  
24 around, you're going to have to go into one of those  
25 parking spaces in order to come out. And if those

1 parking spaces are occupied by a vehicle, that's where  
2 the tightness is.

3 MR. SALAMA: You can still turn around.

4 MR. STEWART: You've got to back out and then  
5 turn, and there is room for that. So, yes, it would be  
6 a little bit tight. That's a fair statement. But I  
7 think that it's -- you know, I don't think it's the  
8 type of violation that those spaces aren't -- it's  
9 accurate that those spaces do exist. And it's fairly  
10 common. It would be better than if there were eight  
11 cars back there, and it would be better if there were  
12 five. But we only need 12. And we have the seven on  
13 the side, and those are good.

14 When I was there, there was a double hauling  
15 car truck. I mean, it was huge, and it took up the  
16 whole lot. I mean, so, you know, but there was still  
17 the cars parked, you know, on the south side right over  
18 there.

19 MR. CULPEPPER: Okay.

20 MR. CROAD: May I ask a question?

21 MR. CULPEPPER: Yes, Mr. Croad.

22 MR. CROAD: How many employees do you have?

23 MR. STEWART: There's a total of about three.  
24 Fanar's brother, who's there all the time. And a  
25 regular mechanic. Fanar, the owner, and he has some

1 interests, also, he's there sometime.

2 MR. CROAD: I just was going to suggest that  
3 you designate those northern rear spaces as employee  
4 parking. That would help alleviate a little bit of the  
5 situation. You don't want them taking the prime  
6 spaces. And to allow for additional maneuvering. You  
7 know, the employees can scoot in and out and they're  
8 going to be there after hours. You can designate two  
9 or three of those on the northern part of your parking  
10 lot, that would help for sure.

11 MR. STEWART: And there's one space in the  
12 auto repair unit where we thought the third hoist was.  
13 The mechanics park there all the time.

14 MR. CULPEPPER: Let's stay on the parking.  
15 Don't open up hoists. Don't open up a can of worms  
16 until we're ready to do that. Like Terry said, when  
17 the three of us went through there, we got different  
18 vibes according to what was there. So he made a  
19 suggestion, and that could be a condition of the  
20 recommendation, that you have your employees to use  
21 those three. But again, that's something totally up to  
22 you, in my opinion. That would be a good sound  
23 suggestion to have it that way. That would alleviate  
24 that problem from people coming in. Again, that's your  
25 call to make. We hope you make that call, unless we

1 decide to make that a condition of this recommendation.

2 MR. KIZER: You don't have to make it a  
3 condition. That makes total good sense.

4 MR. CULPEPPER: Thank you, Mr. Croad.  
5 Commissioners, any questions? Commission Huntington?

6 MR. HUNTINGTON: Question about your license.  
7 I believe you have a Class B license. What does that  
8 all entail?

9 MR. SALAMA: Say that again, I'm sorry?

10 MR. HUNTINGTON: You have a Class B license?

11 MR. SALAMA: Sure.

12 MR. HUNTINGTON: What does that all entail?

13 MR. SALAMA: It's used cars.

14 MR. HUNTINGTON: Is there a certain minimum?

15 MR. SALAMA: No, the state requires a minimum  
16 of ten cars, parking spaces.

17 MR. STEWART: Does that answer your question?

18 MR. CULPEPPER: That's not answering the  
19 question.

20 MR. CROAD: If I could ask, what's the  
21 difference between a Class A, a Class B and a Class C?  
22 A Class B has certain limitations versus --

23 MR. STEWART: There's no limitation. It's  
24 used cars. Class A is a new franchise.

25 MR. CROAD: That's one distinction.

1 MR. SALAMA: Class C is wholesale, I believe.

2 MR. CROAD: Right. So that's what --

3 MR. HUNTINGTON: So you just can only sell  
4 used cars, not new cars, not wholesale or anything like  
5 that?

6 MR. SALAMA: Right.

7 MR. HUNTINGTON: Okay. I think you're in a  
8 very good location, you know, being on Telegraph. I  
9 can see you growing. I can actually see you outgrowing  
10 that place pretty quick. It is actually a tight  
11 location for you. If you have any success at all, I  
12 can really see you outgrowing that place pretty fast.  
13 Hopefully, you have some secondary plans for -- I mean,  
14 what happens if you get another new great a car in?  
15 You can hold six cars at a time.

16 MR. STEWART: You can actually get seven in  
17 there. But, I mean, you know, there's enough cars that  
18 he could put in the auto repair, in that storage area.  
19 And he indicated at the last hearing, you know, that  
20 he, hopefully, will have more cars and he will have  
21 outside parking, and they intend to followthrough with  
22 that.

23 MR. HUNTINGTON: So any additional cars you  
24 get beyond that seven, you're going to them put in the  
25 repair shop?



1 MR. SALAMA: No, we have another facility  
2 that we store cars in. It's not just going to be ten  
3 cars. It's going to be ten to 15 cars. But I have a  
4 storage facility that I use from my cousin. He's on  
5 Eight Mile. I store my cars there.

6 MR. HUNTINGTON: Okay. Thank you.

7 MR. SALAMA: You're welcome.

8 MR. CULPEPPER: Okay. Looks good to me, but  
9 let's make sure, in which we will be checking, as you  
10 know, some of us came by there. We definitely want to  
11 see no banners up, any highlighting. I'm impressed  
12 with the roads you have on the end. Please make sure  
13 that that handicap area that you have there, that it's  
14 duly marked. It does show handicap. That you have  
15 nice signs up against that wall. Again, I like the way  
16 you did it. My mind cleared up with the inside. You  
17 were still able to keep the two hoists.

18 The thing is, you only got three employees,  
19 so, again, I don't want beat a dead horse, but our  
20 biggest thing was the vehicles. And too piggyback off  
21 what Commissioner Huntington said, if you get more than  
22 the required number of cars, you did stipulate that you  
23 have an area that you can put them.

24 MR. SALAMA: Yes.

25 MR. CULPEPPER: Getting back to the walk-ins.

1 Even though you do this by appointment, we do know if a  
2 young lady's coming down the street and she wants to  
3 come in and look at a car and potentially buy it, we  
4 know they're going to walk in, but they need a place to  
5 park. Safety is our main concern. We want our  
6 residents to be comfortable pulling in there. We  
7 understand you're not going to turn any walk-ins away,  
8 although you don't advertise for walk-ins, but we will  
9 be looking pretty close to make sure you follow the  
10 proper minimum or maximum cars you have in there, and  
11 there's not any congestion that would cause a safety  
12 hazard.

13 MR. STEWART: Mr. Culpepper, the cars that  
14 are for sale are stored inside.

15 MR. CULPEPPER: They are inside. But the  
16 middle of last week you and I had a thing about one of  
17 my commissioners said what if somebody walked in, would  
18 you turn them away? And you made the statement that  
19 most lawyers would. But again, I understand you're a  
20 business and you do this strictly by Internet, you  
21 don't advertise out there. But we understand it's  
22 human nature. But we want to be respectful and make  
23 sure that if that happens that there is a space they  
24 can park and park safely and walk in a showroom and do  
25 some thriving business, if this is recommended by us

1 and it goes through.

2 Okay. Any other questions? Commissioner  
3 Miah?

4 MS. MIAH: I do have a question in regards to  
5 safety. We were mentioning safety. What if emergency  
6 had to go in there, has anyone looked at that?

7 MR. CULPEPPER: Yes, anything and everything  
8 that's done, the fire department has to go in and make  
9 sure they have ample room to go in there. And as you  
10 see, we put stuff up, it says that they must follow all  
11 the rules and regulations recommended by the safety  
12 department and also by the police commission. So that  
13 is a standard. That's a standalone. It is a given.  
14 There's no give or take on that. The fire department  
15 or police department can shut it down based on the fact  
16 they cannot enter and exit that property properly, then  
17 that is a no, no. That is a standard in everything we  
18 do in here, to make sure that safety is our number one  
19 priority.

20 MS. MIAH: Thank you.

21 MR. CULPEPPER: Any other questions,  
22 Commissioners?

23 MR. SPENCE: You want me to read the  
24 recommendation then?

25 MR. CULPEPPER: Yes.

1 MR. SPENCE: The Planning Department does  
2 recommend favorable consideration of the Special Use  
3 Request of Metro City Auto Sales, Incorporated,  
4 PSLU17-0011, on behalf of the owner, Salama  
5 Investments, LLC, to establish a used vehicle lot with  
6 Class B License, property located at 23390 Telegraph  
7 Road, for the following reasons and conditions:

8 Approval of an administrative site plan for  
9 the site related to the special use proposal by the  
10 Planning Department.

11 Banners, balloons, structures, portable  
12 signs, streamers, flags, other than the United States  
13 and State of Michigan designations. Vehicles or  
14 persons displaying, advertising signage as a means of  
15 advertising vehicles for sale on the property is  
16 strictly prohibited.

17 Submitted special use with any conditions  
18 recommended by the Planning Department and Planning  
19 Commission is to be of such size and character that  
20 will be in harmony with the appropriate and orderly  
21 development of the general business district. The size  
22 and dimension of the business is industrial.

23 Location, size and intensity and periods of  
24 operation of the proposed use is designed to eliminate  
25 any possible nuisance likely to emanate therefrom which

1 might be adverse upon any proposed use.

2 The proposed use is in accord with the spirit  
3 and purpose of this chapter and it is not inconsistent  
4 with or contrary to the objectives sought to be  
5 accomplished by this chapter and the principles of  
6 Southfield planning.

7 The proposed use is of such character of  
8 vehicular traffic generated will not be of an adverse  
9 effect or be detrimental to the surrounding land or  
10 adjacent thoroughfares.

11 The proposed use is to be of such character  
12 and intensity and arranged on the site so as to  
13 eliminate any adverse effects resulting from noise,  
14 dust, dirt, glare, odor and fumes.

15 The proposed use will not be adverse to the  
16 promotion of the health, safety and welfare of the  
17 community.

18 And finally, cars for sale shall only be  
19 stored inside the building. I think that's pretty  
20 clear.

21 MR. CULPEPPER: Commissioners, you've heard  
22 the recommendation of the Planning Department. May I  
23 have a motion, please?

24 MS. MIAH: Yes.

25 MR. CULPEPPER: Commissioner Miah?

1 MS. MIAH: I'd like to make a motion that we  
2 accept the favorable recommendation of our Planning  
3 Department for PSLU17-0011.

4 MR. WILLIS: Support.

5 MR. CULPEPPER: It's been motioned by  
6 Commission Miah, supported by Commissioner Willis.

7 All in favor?

8 (All stated aye.)

9 MR. CULPEPPER: Any opposed? Motion carries.  
10 Thank you and good luck.

11 MR. STEWART: Thank you very much.

12 MR. CULPEPPER: Do we have approval of the  
13 minutes?

14 MR. HUNTINGTON: I'd like to make a motion  
15 for approval of the minutes --

16 MR. CULPEPPER: It's been motioned by  
17 Commissioner --

18 MR. HUNTINGTON: -- for November 1st, 2017,  
19 and November 15, 2017.

20 MS. MIAH: Second.

21 MR. CULPEPPER: It's been motioned by  
22 Commission Huntington, second by Commissioner Miah that  
23 the minutes of November 1st and November 15th be  
24 approved.

25 All in favor?

1 (All stated aye.)

2 MR. CULPEPPER: Any opposed? Thank you.

3 Miscellaneous?

4 MR. SPENCE: Next item is the approval of the  
5 2017 Planning Commission Annual Report to the City  
6 Council. Mr. Croad will make some comments.

7 MR. CROAD: I'd just like to do a quick  
8 summary.

9 MR. CULPEPPER: Okay.

10 MR. CROAD: I know you reviewed this at your  
11 last study session.

12 MR. CULPEPPER: Sure.

13 MR. CROAD: But I always like to look back.  
14 So in the past year, 2017, there were seven rezoning  
15 amendments, 15 special land uses, 11 site plan reviews,  
16 two Master Plan Amendments and one grant application of  
17 the Planning Commission that the Planning Commission  
18 weighed in on.

19 We'd like to list, in addition to the cases  
20 that we've done, we had a number of discussion items or  
21 research topics. There were a total of 26 Planning  
22 Commission meetings held, 11 of which were study  
23 meetings, 12 regular meetings, and three long-range  
24 meetings. We also list all the training special,  
25 special projects and workshop attendance by the





## CITY COUNCIL PROCEDURES – Request for Recognition

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3. You will be limited to a period of three (3) minutes in which to address the Council.

**SHERIKIA L. HAWKINS  
CITY CLERK**

I, Pamela Gerald, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for Monday, January 29<sup>th</sup> 2018, for the purpose of discussing "What Matters" in Southfield  
Check-out the Southfield Citizens Oversight Committee on YouTube and like us on Facebook.

5:12 PM JAN 12 2018

**RECEIVED**

JAN 12 2018

CITY CLERK  
CITY OF SOUTHFIELD

Name: Pamela Gerald  
Address: P.O. Box 155  
City: Southfield  
State: Michigan  
Zip: 48037-0155  
Phone: 248-346-0439  
Email: NA

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**SHERIKIA L. HAWKINS**  
**CITY CLERK**

I, Gerard Mullin, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for January 29, 2018, for the purpose of discussing

"What Matters"

17:14:21 N008E

**RECEIVED**

JAN 12 2018

CITY CLERK  
CITY OF SOUTHFIELD

Name: GERARD MULLIN  
Address: P.O. Box 155  
City: SOUTHFIELD  
State: MI  
Zip: 48037  
Phone: 248-557-4205  
Email: gerardmullin.2012@gmail.com

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**SHERIKIA L. HAWKINS**  
**CITY CLERK**

I, Ronald Pearl, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for 1-29-18, for the purpose of discussing

Sapphire Apartment Updates. Thanks to council for supporting the residents.

**RECEIVED**

JAN 17 2018

CITY CLERK  
CITY OF SOUTHFIELD

Name:

Ronald Pearl

Address:

16500 North Park Drive #319

City:

Southfield

State:

Michigan

Zip:

48075

Phone:

313-318-9131

Email:

ron.pearl@comcast.net

TEL: 313-318-9131

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**SHERIKIA L. HAWKINS**  
**CITY CLERK**

I, HILDA M EASTRIDGE, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for 01/29/18, for the purpose of discussing PARKING ISSUE at the IRAQI CONSULATE LOCATED ON 122 HILE RD. and GLASGOW Street.

19 JAN 17 PM 1:50

**RECEIVED**

JAN 17 2018

CITY CLERK  
CITY OF SOUTHFIELD

Name: HILDA M EASTRIDGE  
Address: 28705 GLASGOW  
City: SOUTHFIELD  
State: MI  
Zip: 48076  
Phone: 248 943 4511  
Email: CEASTRIDGE56@YAHOO.COM

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**SHERIKIA L. HAWKINS**  
**CITY CLERK**

I, Anniece Warren, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for Jan 29, 2018, for the purpose of discussing New business Venture and Revenue to the city of Southfield

**RECEIVED**

JAN 19 2018  
CITY CLERK  
CITY OF SOUTHFIELD

Name: Anniece Warren  
Address: 28637 North Western Blvd  
City: Southfield, MI 48034  
State: Michigan  
Zip: 48034  
Phone: 248-996-4649  
Email: Anniece.66@yahoo.com

50:1ND 61 NUP 81.

RECEIVED

JAN 24 2018

**CITY COUNCIL PROCEDURES – Request for Recognition**

CITY CLERK  
CITY OF SOUTHFIELD

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3. You will be limited to a period of three (3) minutes in which to address the Council.

**SHERIKIA L. HAWKINS  
CITY CLERK**

ST:BNH/2 NUP BT:

I, MONEAK L. WOMACK, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for 1/29/18, for the purpose of discussing

TO DISCUSS CONCERNS REGARDING  
INSPECTIONS AT THE SAPPHIRE OF NORTH  
PARK TOWERS: TO INCLUDE WATER TESTING,

FREIGHT ELEVATOR W-TOWER, GARBAGE INCINERATOR/  
 OUTSIDE GARBAGE, MOLD/MILDREW  
 DUE TO WATER DAMAGE  
 BOILER + CRACKED  
 WALLS WITH HOLES  
 THROUGHOUT VARIOUS  
 UNITS

Name: MONEAK L. WOMACK  
 Address: 16500 NORTH PARK DR. #811  
 City: SOUTHFIELD MI 48075  
 State: MI  
 Zip: 48075  
 Phone: (313) 333-3959  
 Email: MONEAK.WOMACK@AC...COM