

**CITY OF OAK PARK PLANNING COMMISSION
REGULAR MEETING, MONDAY, DECEMBER 1, 2025**

MINUTES

The meeting was called to order at 6:00 p.m. in the City Council Chambers, 14000 Oak Park Blvd, Oak Park, MI 48237, by Vice Chairperson Brown and roll call was made.

PRESENT:

Vice Chairperson Brown
Commissioner Tungate
Commissioner McClellan
Commissioner Eizelman
Commissioner Seligson
Commissioner Whitehead

ABSENT:

Chairperson Torgow
Commissioner Tkatch
Commissioner Walters-Gill

OTHERS PRESENT:

Economic Development & Planning Specialist, Salam Habhab
City Clerk, Ed Norris
Director of Municipal Services, Kim Marrone

3. APPROVAL OF AGENDA OF DECEMBER 1, 2025

MOTION by McClellan, SECONDED by Seligson, to approve the December 1, 2025, meeting agenda.

VOTE: Yes: Brown, Whitehead, Seligson, McClellan, Eizelman, Tungate
No: None
Absent: Torgow, Tkatch, Walters-Gill

MOTION CARRIED

4. APPROVAL OF MINUTES OF OCTOBER 21, 2025:

MOTION by Seligson SECONDED by McClellan, to approve the October 21, 2025, minutes.

VOTE: Yes: Brown, Whitehead, Seligson, McClellan, Eizelman, Tungate
No: No
Absent: Torgow, Tkatch, Walters-Gill

MOTION CARRIED

5. COMMUNICATIONS/CORRESPONDENCE:

A. Administrative Review, DAS VELO Service Course and Café, 13631 W. 11 Mile Rd

This letter is an Administrative Approval for DAS VELO Service Course and Cafe, a retail operation providing bicycle repair, sales and parts, bicycle fitting, and cafe, at 13631 W. 11 Mile Rd., Oak Park, MI 48237, Parcel ID # 52-25-19-227-042.

The site plan depicts initial facade beautification work in phase 1, and future outdoor dining area (option 1 and option 2) in phase 2. The proposed future outdoor dining areas are not part of this approval. A separate outdoor dining application shall be submitted for review at the phase 2 stage.

After reviewing the information provided, the Economic Development and Planning Department has administratively approved your request and the related Site Plan.

The approval is conditioned on the following:

1. The proposed future outdoor dining area is not part of this approval. A separate outdoor dining application shall be submitted for review at the phase 2 stage.
2. The site plan does not depict a waste receptacle/enclosure. The applicant indicated that an interior facility is provided. If the need for a dumpster becomes necessary, the applicant will be required to provide a dumpster with the required enclosure in compliance with Article 1, Division 1, Section 333 of the Zoning Ordinance.
3. The applicant shall obtain approval from the Oakland County Health Department, as well as any other required state or local approvals, prior to commencing operations.
4. Any modifications to the access drive on Eleven Mile Rd. shall require obtaining permits/approval from the City of Oak Park Engineering Department.
5. All proposed rooftop or ground-level equipment must be screened as by the zoning ordinance.
6. Any existing or proposed exterior lighting should be shielded and downward casting to eliminate the possibility of nuisance to the adjoining properties as required by the zoning ordinance.
7. No signs are approved as part of the Administrative Approval. A separate permit must be requested for the inclusion of any signs at this site.
8. This review is from the Economic Development and Planning Department only. The Site Plan shall comply with the requirements of the City of Oak Park Engineering, Building, and Fire Departments, as applicable.

B. Administrative Review, Linen Hero, 26500 Harding Ave.

This letter is an Administrative Approval for Linen Hero, an event rental business at 26500 Harding Ave., Oak Park, MI 48237, Parcel ID # 52-25-19-105-022.

After reviewing the information provided, the Economic Development and Planning Department has administratively approved your request and the related Site Plan.

The approval is conditioned on the following:

1. The site plan does not depict a waste receptacle/enclosure. The applicant indicated that an interior facility is provided. If the need for a dumpster becomes necessary, the applicant will be required to provide a dumpster with the required enclosure in compliance with Article 1, Division 1, Section 333 of the Zoning Ordinance.
2. Any modifications to the access drive on Harding Ave. shall require obtaining permits/approval from the City of Oak Park Engineering Department.
3. All proposed rooftop or ground-level equipment must be screened as required by the zoning ordinance.
4. Any existing or proposed exterior lighting should be shielded and downward casting to eliminate the possibility of nuisance to the adjoining properties as required by the zoning ordinance.
5. No signs are approved as part of the Administrative Approval. A separate permit must be requested for the inclusion of any signs at this site.
6. This review is from the Economic Development and Planning Department only. The Site Plan shall comply with the requirements of the City of Oak Park Engineering, Building, and Fire Departments, as applicable.

6. PUBLIC HEARINGS

- A. Public Hearing to consider a proposed Special Land Use request submitted by Minda Cohen, 14411 Vernon Ave., for expanding the current family daycare home (6 or fewer children, less than 24 hours per day) to a group daycare home (7 to 12 children, less than 24 hours per day). Property ID #52-25-19-403-015.

Vice Chairperson Brown opened the Public Hearing at 6:07 p.m.

The following spoke in favor of the project:

- Don Jones, 24660 Westhampton
- Devorah Gold, 15110 Dartmouth

Menda Cohen explained that she is currently at capacity, but she has many inquiries from families. A center nearby closed, and the need is greater in the area. There are two families who are currently waiting. She stated she is aware of the time restraints, and her hours fall within the allotted time.

Vice Chairperson Brown closed the Public Hearing at 6:12 p.m.

- B. Planning Commission action regarding the proposed Special Land Use request submitted by Minda Cohen, 14411 Vernon Ave., for expanding the current family daycare home (6 or fewer children, less than 24 hours per day) to a group daycare home (7 to 12 children, less than 24 hours per day). Property ID #52-25-19-403-015.

MOTION by Eizelman, SECONDED by Tungate, to approve the proposed Special Land Use request submitted by Minda Cohen, 14411 Vernon Ave., for expanding the current family daycare home (6 or fewer children, less than 24 hours per day) to a group daycare home (7 to 12 children, less than 24 hours per day).

VOTE: Yes: Brown, Whitehead, Seligson, McClellan, Eizelman, Tungate
No: None
Absent: Torgow, Tkatch, Walters-Gill

MOTION CARRIED

- C. Public Hearing to consider a proposed Special Land Use request submitted by Esther Buna Green, 26041 Marlowe Pl., for operating a group daycare home (7 to 12 children, less than 24 hours per day). Property ID # 52-25-19-179-021.

Vice Chairperson Brown opened the Public Hearing at 6:14 p.m.

The following spoke in favor of the project:

- Al Cohen, 25911 Stratford Pl
- Knaki Solo, Southfield resident

Ester Buna Green expressed that she is in the process of getting licensed and approved zoning is needed to move forward. Presumed hours will be 9 AM – 3 PM

Vice Chairperson Brown closed the Public Hearing at 6:18 p.m.

- D. Planning Commission action regarding the proposed Special Land Use request submitted by Esther Buna Green, 26041 Marlowe Pl., for operating a group daycare home (7 to 12 children, less than 24 hours per day). Property ID # 52-25-19-179-021

MOTION by Eizelman, SECONDED by Seligson, to approve the proposed Special Land Use request submitted by Esther Buna Green, 26041 Marlowe Pl., for operating a group daycare home (7 to 12 children, less than 24 hours per day).

VOTE: Yes: Brown, Whitehead, Seligson, McClellan, Eizelman, Tungate
No: None

Absent: Torgow, Tkatch, Walters-Gill

MOTION CARRIED

7. MATTERS FOR CONSIDERATION

A. OLD BUSINESS

1. Master Plan Update.

Habhab mentioned that at the November 17th council meeting, the bid was awarded to Giffels Webster. Marrone added that the master plan update is expected to take approximately 12 months.

8. PLANNING COMMISSION MATTERS FOR DISCUSSION

City Manager Tungate wished everyone a happy holiday. Mayor McClellan shared why Thanksgiving is her favorite holiday.

9. PUBLIC COMMENT

Don Jones thanked the planning commission for their efforts and stated that everyone should visit the link for oakparklaborday.com

10. ADJOURNMENT

There being no further business, Vice Chairperson Brown adjourned the meeting at 6:23 p.m.

Jo Lynn Williams-Elliott, Deputy City Clerk