

**CITY OF OAK PARK PLANNING COMMISSION
REGULAR MEETING, MONDAY, MAY 4, 2026
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 Walters-Gill
Commissioner Seligson
Commissioner Tkatch
Commissioner McClellan
Commissioner Eizelman

ABSENT:

Chairperson Torgow
Commissioner Whitehead

OTHERS PRESENT:

Economic Development & Planning Specialist, Salam Habhab
Deputy City Clerk, Jo Lynn Williams-Elliott
Director of Municipal Services, Kim Marrone

3. APPROVAL OF AGENDA OF MAY 4, 2026

MOTION by McClellan, SECONDED by Tkatch, to approve the May 4, 2026, meeting agenda.

VOTE: Yes: All
 No: None

MOTION CARRIED

4. APPROVAL OF MINUTES OF APRIL 6, 2026:

MOTION by Tungate, SECONDED by Seligson to approve the April 6, 2026, minutes.

VOTE: Yes: All
 No: None

MOTION CARRIED

5. COMMUNICATIONS/CORRESPONDENCE:

A. Administrative Review, Northend Auto Clinic, 8510 Northend Ave.

This is Administrative Approval for Northend Auto Clinic, a minor auto repair shop at 8510 Northend Ave., Oak Park, MI 48237, Parcel ID # 52-25-33-152-050. After reviewing the information provided, the Economic Development and Planning Department has administratively approved your request and the related Site Plan.

The approval was approved conditionally based on the following:

1. No vehicles awaiting service shall remain on-site for more than 36 hours.
2. All repair services shall be conducted indoors. Outdoor services are not permitted.
3. Old parts such as tires, mufflers, pipes, and the like shall be kept inside an enclosure and shall not be permitted to accumulate for periods longer than one week unless stored within the building.
4. The applicant has submitted a shared-use agreement with the adjacent property at 8600 Northend to use their dumpster. Should this agreement be terminated and an on-site dumpster become necessary, the applicant will be required to provide a dumpster with the required enclosure in accordance with Article 1, Division 1, Section 333 of the Zoning Ordinance. A detailed plan for the dumpster enclosure showing the location, orientation, design, building materials, and any relevant details shall be submitted as part of the building permit application. It is the applicant's responsibility to contact the waste management company before finalizing the dumpster's location and orientation to ensure there are no accessibility issues.
5. All landscaped areas and plant materials shall be kept free from refuse and debris. Plant materials, including lawns, shall be maintained in a healthy growing condition, neat and orderly in appearance in accordance with the approved site plan/landscape plan. If any plant material dies or becomes diseased, it shall be replaced with 30 days' written notice from the City or within an extended time period as specified in said notice.
6. Any modifications to the access drive on Northend. shall require obtaining permits/approval from the City of Oak Park Engineering Department.
7. All proposed rooftop or ground-level equipment must be screened as required by the zoning ordinance.
8. Any existing or proposed exterior lighting should be shielded and downward casting to eliminate the possibility of nuisance to adjoining properties as required by the zoning ordinance.
9. 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.
10. 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. Site Plan Approval Amendment and Extension, Toras Chaim Synagogue, 14631, 14641, & 14651 Balfour Ave.

On January 22, 2025, the Planning Commission approved a Site Plan Review for the proposed construction of the Toras Chaim Synagogue located at 14631, 14641, and 14651 Balfour Ave. The project site consists of three separate parcels. The synagogue building is proposed to be constructed on one parcel (14631 Balfour Ave), while the remaining two parcels (14641 and 14651 Balfour Ave) are proposed to be developed with a parking lot and associated landscaping.

The Site Plan Approval is contingent upon the combination of the three parcels into a single parcel. Following approval, the applicant initiated the parcel combination process with the Assessing Department. During that process, it was determined that the parcels at 14631 and 14641 Balfour Ave are located within one school district, while the parcel at 14651 Balfour Ave is located within a different school district. Because parcels within different school districts cannot be combined; the parcel combination cannot be completed as originally approved.

The approved Site Plan Approval is currently set to expire on July 22, 2026.

Site Plan Approval Amendment

The applicant is requesting an amendment to the Site Plan Approval to modify the parcel combination requirement. Economic Development and Planning staff recommends amending the approval to allow the combination of the two parcels located at 14631 and 14641 Balfour Ave only, and to require the execution and recordation of a Declaration of Restriction on the third parcel located at 14651 Balfour Ave.

The Declaration of Restriction would limit the use of the third parcel to parking in support of the synagogue and require that any future use or development of the parcel be subject to review and approval by the City. The applicant has submitted a Declaration of Restriction, which has been reviewed and approved by the City's legal counsel.

Site plan Approval Extension

In addition, the applicant has requested a twelve-month extension of the Site Plan Approval. The applicant indicated that the extension is necessary to allow adequate time to complete the parcel combination process, execute and record the Declaration of Restriction, secure construction financing, and address any unforeseen delays or complications associated with completion of the project.

Pursuant to Section 510 of the Zoning Ordinance, a site plan is valid for a period of 18 months. Upon written application filed prior to the expiration of the site plan review period, the City Planner may authorize a single extension of the time limit for approval for a further period of not more than 12 months. Such an extension shall only be granted based on evidence from the applicant that the development has a likelihood of commencing construction within the extension period.

Based upon the evidence provided, Economic Development and Planning Staff approves the extension of the site plan for an additional 12 months. The extension will expire on July 22, 2027.

6. PUBLIC HEARING

- A. Public Hearing to consider a proposed amendment to the City of Oak Park Zoning Ordinance to add regulations regarding Electric Vehicle (EV) Charging Stations. The proposed amendment will also include revisions to Article 4, Division 4: Signs.

Public hearing was opened at 6:06

No members of the public spoke. Director Marrone answered questions posed by the board.

Public hearing was closed at 6:11

- B. Planning Commission action regarding a proposed zoning amendment to the City of Oak Park Zoning Ordinance to add regulations regarding Electric Vehicle (EV) Charging Stations. The proposed amendment also includes revisions to Article 4, Division 4: Signs

MOTION by McClellan, SECONDED by Tkatch, to approve the proposed amendment to the City of Oak Park Zoning Ordinance to add regulations regarding Electric Vehicle (EV) Charging Stations. The proposed amendment will also include revisions to Article 4, Division 4: Signs.

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

MOTION CARRIED

7. MATTERS FOR CONSIDERATION

A. OLD BUSINESS

1. Capital Improvement Plan (CIP) 2026-2027 Annual Budget

City manager Tungate highlighted a few line items in the budget, including financing a new fire truck, state mandate of new election equipment, new recreation center construction cost and the installation of trailways into two parks.

MOTION by Tkatch, SECONDED by Walters-Gill, to receive the Capital Improvement Plan (CIP) 2026-2027 Annual Budget.

VOTE: Yes: McClellan, Tungate, Eizelman, Brown, Walters-Gil, Seligson, Tkatch
No: None

MOTION CARRIED

B. NEW BUSINESS

1. Site Plan Review, iONNA - Electric Vehicle Charging Station, 21500 Greenfield Rd.

Andres Villacres a representative of the company provided background of the project and answered questions posed by the board.

The applicant proposes to develop an Electric Vehicle Charging Station (EVCS) with fourteen (14) charging stalls, including two (2) stalls designed to accommodate trailers, and seven (7) charging dispensers. Improvements include supporting electrical infrastructure (including a utility transformer and switchgear), a canopy over the charging area, and an accessory utility building with customer restroom facilities and a small seating area. Vehicular access and on-site circulation will be provided via the existing driveway on Miller St. and the rear alley.

The fourteen (14) charging stalls will support both Combined Charging System (CCS) and North American Charging Standard (NACS) connectors. Eight (8) stalls will provide dedicated CCS connectors, including one (1) trailer-accessible stall, and four (4) stalls will provide dedicated NACS connectors, including one (1) trailer-accessible stall. The remaining two (2) stalls are designed as accessible stalls and will be equipped with CCS/NACS connectors to serve a range of vehicle types, connector standards, and accessibility needs.

STAFF RECOMMENDATION

Upon the findings of this report and the analysis herewith, it is the recommendation of the Economic Development and Planning staff to approve the Site Plan for the proposed iONNA-MI-0008-Oak Park at 21500 Greenfield Rd., subject to the following conditions:

Conditions of Site Plan approval:

1. The Site Plan Approval shall not become effective until adoption of the proposed text amendments to the Zoning Ordinance permitting EV Charging Stations as a principal use within the B-2, General Business District. Any subsequent changes to the adopted text amendments that affect the approved site plan shall require review of the site plan for continued compliance. Minor revisions may be subject to administrative review and approval by staff. Major revisions shall require review and approval by the Planning Commission.
2. Any additional fire protection, ventilation, or other life safety measures required by the applicable building and fire codes for canopy-covered charging installations shall be provided and reviewed by the Building and Fire Departments as part of the building permit process.
3. All equipment associated with the EV charging station, including transformers and service switchboards, shall comply with the performance standards of Section 320. Noise levels generated by such equipment shall not exceed seventy (70) dB(A) at any property line.
4. The applicant shall work with the Economic Development and Planning staff to revise the proposed building materials and color palette to ensure compliance with the Zoning Ordinance.
5. The accessible spaces shall comply with the applicable state building codes and the ADA standards for accessible design and shall be reviewed as part of the building permit application.
6. The applicant shall submit a revised landscape plan that incorporates a greater variety of tree and shrub species and demonstrates compliance with the greenbelt, interior, and parking lot landscaping requirements of the Zoning Ordinance. The revised plan shall be

subject to review and approval by the Economic Development and Planning staff, and include the following:

- a. All landscaped areas to be provided with a functional underground irrigation system, unless the proposed landscaped materials used may survive without irrigation. In such cases, the applicant shall submit a landscape maintenance plan for review and approval.
 - b. All landscaped areas and plant materials shall be kept free from refuse and debris. Plant materials, including lawns, shall be maintained in a healthy growing condition, neat and orderly in appearance in accordance with the approved site plan. If any plant material dies or becomes diseased, it shall be replaced within 30 days written notice from the city or within an extended time period as specified in said notice, consistent with Section 447 of the Zoning Ordinance.
7. The Spartan Junipers along the rear alley and the portion that screens the mechanical equipment shall be a minimum of 6 feet in height at the time of planting to ensure immediate screening. These plants must provide year-round screenings. If at the time of planting, they do not fully screen, additional plant materials will be required to achieve 100% screening.
 8. The site plan shall provide the height, materials, and construction details of the proposed fence for screening the mechanical equipment for review as part of the building permit process.
 9. Any modifications to the access on Miller St. and the rear alley shall require obtaining permits/approval from the City of Oak Park Engineering Department. Modifications to access along Greenfield Rd. shall require permit/approval from the Road Commission for Oakland County.
 10. The location and construction details of the dumpster enclosure shall be submitted as part of the building permit application in compliance with Article 1 Division 1 Section 333 of the Zoning Ordinance.
 11. Any existing or proposed exterior light fixtures should be shielded and downward cast to eliminate the possibility of nuisance to the adjoining properties. The intensity of light within a site shall not exceed one (1) footcandle at any property line, except where it abuts a service drive or other public right-of-way in compliance with the provision of Article 4, Division 5 Lighting Standards.
 12. No signage is approved as part of the Site Plan Review process; a separate permit must be requested for the inclusion of any signs at this site.
 13. The site and buildings shall comply with the applicable requirements of the City of Oak Park Engineering, Building and Fire Departments.

MOTION by Tkatch, SECONDED by Seligson, to approve the Site Plan for the proposed iONNA-MI-0008-Oak Park at 21500 Greenfield Rd.

VOTE: Yes: McClellan, Tungate, Eizelman, Brown, Walters-Gil, Seligson, Tkatch
No: None

MOTION CARRIED

8. PLANNING COMMISSION MATTERS FOR DISCUSSION – None

9. PUBLIC COMMENT – None

11. ADJOURNMENT

There being no further business, Co-Chair Brown adjourned the meeting at 6:39 p.m.

Jo Lynn Williams-Elliott, Deputy City Clerk