Oak Park

City Council Agenda

October 3, 2022

AGENDA
REGULAR CITY COUNCIL MEETING
39th CITY COUNCIL
OAK PARK, MICHIGAN
October 3, 2022
7:00 PM

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1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The following routine items are presented for City Council approval without discussion, as a single agenda item. Should any Council Member wish to discuss or disapprove any item it must be dropped from the blanket motion of approval and considered as a separate item.

A. Regular City Council Meeting Minutes of September 19, 2022
B. Recycling Commission Meeting Minutes of August 18, 2022
C. Request authorization to re-advertise for bids for the 2022 Block Pruning Project, M-748
D. Request to approve payment of invoices from OHM Advisors for GIS DWAM Grant, Nine Mile Road Design Engineering and Fern Street Survey for the total amount of $47,860.00
E. Request to approve Payment Application No. 3 in the amount of $472,918.56 and Change Order No. 1 in the amount of ($24,128.05) to Mark Anthony Contracting of Milford, Michigan for the 2022 Water Main Replacement Project, M-737
F. Beautification Advisory Commission Meeting Minutes of June 22, 2022
G. Licenses New and Renewals submitted for October 3, 2022

6. SPECIAL RECOGNITION/PRESENTATIONS:

A. Proclamation declaring October as Michigan Library Appreciation Month

7. PUBLIC HEARINGS:

A. Public hearing and adoption of Special Assessment Resolutions to confirm the rolls and set the due date of November 7, 2022 together with penalty of ten percent (10%) for Special Assessment Districts #701 Delinquent Utilities, #702 False Alarms, and #703 Property Blight

8. COMMUNICATIONS: None

9. SPECIAL LICENSES:

A. Request for a Special Event License submitted by Book Beat, Carey Loren, 26010 Greenfield Road, for an outdoor book sale and teacher appreciation day to be held October 16, 2022

10. ACCOUNTING REPORTS: None

11. BIDS: None

13. ORDINANCES:

A. First reading of an ordinance to amend Chapter 18, Article IX, Land Improvements, of the Code of Ordinances by amending Division 1 and Division 2 thereof (Ordinance Amendments will bring Article IX into compliance with changes to Oakland County Stormwater Engineering Design Standards and the most recent version of MDOT specifications)

14. CITY ATTORNEY:

15. CITY MANAGER:

Public Safety Department

A. Request to approve Traffic Control Order 160 Section 1.30 prohibiting parking at the Harding Court Tot Lot and erecting no parking signage in front of the partial parking spaces on the east and west sides of the park and removing the "No Overnight Parking" signage from behind the Harding Tot Lot signage and replacing it with No Parking signage

16. CALL TO THE AUDIENCE

Each speaker's remarks are a matter of public record; the speaker, alone, is responsible for his or her comments and the City of Oak Park does not, by permitting such remarks, support, endorse or accept the content, thereof, as being true or accurate. "Any person while being heard at a City Council Meeting may be called to order by the Chair, or any Council Member for failure to be germane to the business of the city, vulgarity, or personal attacks on persons or institutions." There is a three-minute time limit per speaker.

17. CALL TO THE COUNCIL

18. ADJOURNMENT

The City of Oak Park will comply with the spirit and intent of the American with Disabilities Act. We will provide support and make reasonable accommodations to assist people with disabilities to access and participate in our programs, facilities and services. Accommodations to participate at a Council Meeting will be made with 7-day prior notice.

CITY OF OAK PARK, MICHIGAN
REGULAR COUNCIL MEETING OF THE
39th OAK PARK CITY COUNCIL
September 19, 2022
7:00 PM

MINUTES

The meeting was called to order at 7:00 PM by Mayor McClellan in the Council Chambers of City Hall located at 14000 Oak Park Boulevard, Oak Park, MI 48237. (248) 691-7544.

PRESENT: Mayor McClellan, Mayor ProTem Edgar, Council Member Burns, Council Member Whitehead, Council Member Radner

ABSENT: None

OTHERS PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Krause

APPROVAL OF AGENDA:

CM-09-304-22 **(AGENDA ITEM #4) ADOPTION OF THE AGENDA AS PRESENTED – APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the agenda as presented.

Voice Vote:	Yes:	McClellan, Edgar, Radner, Burns, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-09-305-22 **(AGENDA ITEM #5A-G) CONSENT AGENDA - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the Consent Agenda consisting of the following items:

A. Regular City Council Meeting Minutes of September 6, 2022 **CM-09-306-22**
B. Special City Council Meeting Minutes of September 6, 2022 **CM-09-307-22**
C. Planning Commission Meeting Minutes of June 6, 2022 **CM-09-308-22**
D. Library Board Meeting Minutes of April 19, 2022, May 17, 2022, and June 21, 2022 **CM-09-309-22**
E. Request to authorize the Department of Public Works to enter into an inter-governmental agreement with the City of Ferndale to utilize their storage yard for leaf pick subject to final review from the City Attorney **CM-09-310-22**
F. Michigan Department of Transportation (MDOT) performance resolution authorizing the Director of Public Works, Deputy Director of Public Works, Director of Technical & Planning, and the City Engineer to make applications for permits on behalf of the City of Oak Park **CM-09-311-22**

G. Licenses New and Renewals submitted for September 19, 2022 **CM-09-312-22**

MERCHANT'S LICENSES – September 19, 2022
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEE	BUSINESS TYPE
None			

RENEWALS (2022)	ADDRESS	FEE	
FED EX - DISTRIBUTION #483	21200 GREENFIELD	$225.00	PACKAGE DELIVERY
FLAVORS STUDIO	10740 NINE MILE	$225.00	HAIR SALON

Voice Vote: Yes: McClellan, Edgar, Burns, Whitehead, Radner
No: None
Absent: None

MOTION DECLARED ADOPTED

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Oath of Office for new Board and Commission members.

Mayor McClellan performed the Oath of office for newly appointed Board and Commission members.

NEW MEMBER	BOARD/COMMISSION
Michelle Franklin	Beautification Commission
Kaj-Erik Green	Building Board of Appeals
Hilery Cash	Library Board
Carian Taylor	Parks and Recreation
Ajai Tice	Parks and Recreation
Leslie Ellis	Recycling & Env. Conservation
Kenneth Sherman	Recycling & Env. Conservation
Tracy "Kemi" Jackson	Traffic Safety Board
Sharrista Brown	Traffic Safety Board
Aaron Kleid	Zoning Board of Appeals
Sharrista Brown	Zoning Board of Appeals

PUBLIC HEARINGS: None

COMMUNICATIONS: None

SPECIAL LICENSES: None

ACCOUNTING REPORTS:

CM-09-313-22 **(AGENDA ITEM #11A) PAYMENT OF AN INVOICE SUBMITTED BY THE LAW OFFICES OF SHIFMAN FOURNIER FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF $18,000.00 - APPROVED**

Motion by Radner, Seconded by Edgar, CARRIED UNANIMOUSLY, to approve payment of an invoice to Shifman Fournier for legal services from October 1, 2022 – December 31, 2022 in the total amount of $18,000.00.

Roll Call Vote:	Yes:	McClellan, Burns, Radner, Edgar, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

CM-09-314-22 **(AGENDA ITEM #11B) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF $15,013.34 - APPROVED**

Motion by Edgar, seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoice #595267 and #595268 by Garan, Lucow, Miller P.C., for legal services rendered through July 31, 2022 in the total amount of $13,355.44

Roll Call Vote:	Yes:	McClellan, Burns, Edgar, Radner, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES:

CM-09-315-22 **(AGENDA ITEM #13A) SECOND READING AND ADOPTION OF AN ORDINANCE TO AMEND CHAPTER 22, BUSINESSES, ARTICLE III, ADVERTISING, DIVISION 1, GENERALLY, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 22-58 AND ADDING SECTIONS 22-62 AND 22-63 THEREOF (the proposed amendment establishes reasonable, predictable locations for the placement of commercial handbills) - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the second reading and adopt the following ordinance to amend Chapter 22, Businesses, Article III, Advertising, Division 1, Generally, of the Code of Ordinances of the City of Oak Park, Michigan, by amending Section 22-58 and adding Sections 22-62 and 22-63 thereof:

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

AN ORDINANCE TO AMEND CHAPTER 22, BUSINESSES, ARTICLE III, ADVERTISING, DIVISION 1, GENERALLY, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 22-58 AND ADDING SECTIONS 22-62 AND 22-63 THEREOF

THE CITY OF OAK PARK ORDAINS:

SECTION 1. Chapter 22, Businesses, Article III, Advertising, Division 1, Sections 22-58, 22-62 and 22-63 of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

Sec. 22-58. - Placement of commercial handbills.

No person licensed under the provisions of this article, or any other person, shall distribute, deposit, place, throw, scatter or cast any commercial or noncommercial handbill in or upon any private premises which are inhabited, except by placing such materials:

(1) On a porch, if one exists, nearest the front door, in a manner to prevent it from being blown, washed, or drifted about the premises; or

(2) So that such materials are securely attached to the front door; or

(3) Through a door slot on the front door of the principal building or structure as permitted by the United States Postal Service; or

(4) Between the exterior front door, if one exists and is unlocked, and the interior front door; or

(5) Where permitted, in a distribution box, tube, or container located on or adjacent to the premises; or

(6) Adjacent to postal box near the front door; or

(7) Personally with the owner, occupant, and/or lessee of the premises.

Notwithstanding the above, an owner, tenant, or occupant maintains the right to restrict entry on the premises.

Sec. 22-62. – Rebuttable presumption
Commercial handbills left or placed at premises creates a rebuttable presumption that the materials were left or placed at the premises by the owner, publisher, agent, manager, and/or authorized distributor of the commercial handbills.
Sec. 22-63.- Violations and limitations.

(a) Any person who leaves or places, or who causes to be left or placed, *commercial handbills* in areas on or adjacent to premises other than as set forth in this article shall be responsible for a municipal civil infraction punishable by a civil fine of $100.00 for each violation. A separate violation of this article occurs each time that *commercial handbills* are left or placed on, at, or about a separate premises in violation of this article. For example, three violations of this article will occur if a person leaves or places *commercial handbills* in violation of this article at three different premises.

(b) A person shall be responsible for a violation of this article if the person directed or engaged the person's officer, agent, employee, or contractor to leave or place the *commercial handbills*. That a person acted as an officer, agent, employee, or contractor of another in leaving or placing *commercial handbills* in violation of this article shall not negate or relieve the person acting as an officer, agent, or employee for his or her own violation of this article.

(c) This article shall not be deemed to be violated merely because *commercial handbills* that were left or placed on, at, or about a premises in violation of this article have remained on, at, or about a premises. Only

the initial leaving or placement of the *commercial handbill* in violation of this article shall constitute a violation of this article.

(d) The provisions of this article do not apply to the United States Postal Service.

(e) Nothing contained in this article shall be construed to limit the city's other remedies at law or in equity to regulate or enjoin the leaving or placement of commercial handbills that have been left or placed in violation of this article.

SECTION 2. Severability. No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this ordinance, except as to the above sections and in the event any portion, section or subsection of this ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this ordinance or of the Code of Ordinances of the City of Oak Park.

SECTION 3. Effective Date. This Ordinance shall take effect thirty (30) days after publication as required by the Charter of the City of Oak Park.

Roll Call:	Yes:	McClellan, Edgar, Burns, Whitehead, Radner
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

CITY ATTORNEY: No Report

CITY MANAGER:

Human Resources

CM-09-316-22 (AGENDA ITEM #15A) REQUEST TO APPROVE A REVISED INTERLOCAL AGREEMENT BETWEEN THE CITY OF OAK PARK AND ROYAL OAK, FERNDALE, MADISON HEIGHTS, AND HAZEL PARK FOR THE MILIFE WELLNESS CENTER - APPROVED

Motion by Burns, seconded by Radner, CARRIED UNANIMOUSLY, to approve the following interlocal agreement between the City of Oak Park and Royal Oak, Ferndale, Madison Heights, and Hazel Park for the MiLife Wellness Center:

MEMORANDUM OF UNDERSTANDING
BETWEEN THE PARTICIPATING EMPLOYERS OF THE
MILIFE HEALTH & WELLNESS CENTERS

This MEMORANDUM OF UNDERSTANDING ("Memorandum"), by and between the Cities of Royal Oak, MI; Madison Heights, MI; Ferndale, MI; Oak Park, MI; Hazel Park, MI; and CareHere Management, PLLC (each a "Party", and collectively, the "Parties") shall be effective as of January 1, 2022 and shall continue in force for so long as the Cities, defined below, remain contracted with CareHere or until otherwise modified by the Parties.

WHEREAS, CareHere Management, PLLC ("CareHere") has entered into separate contractual relationships with the City of Madison Heights, MI, the City of Royal Oak, MI; the City of Ferndale, MI; the City of Oak Park, MI; and the City of Hazel Park, MI (each a "City" and collectively the "Cities") for the provision of certain medical services (the "Services"); and

WHEREAS, the Parties have agreed to share the location for the provision of the Services by CareHere; and

WHEREAS, the Parties desire to enter into this Memorandum to delineate the cost allocation for the shared location.

NOW THEREFORE, for and in consideration of the mutual promises and covenants set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

BILLING ALLOCATIONS

1.1 MiLife Health and Wellness Center. The MiLife Health and Wellness Center located at 300 W 13 Mile Rd, Madison Heights, MI 48071 shall be open for access by the Cities. The Cities shall share in the costs for the MiLife Health and Wellness Center as set forth below.

1.2 Medical Personnel Costs. Medical personnel costs shall be invoiced by CareHere based on the following allocation percentages:

City of Madison Heights	-	19%
City of Royal Oak	-	37%
City of Ferndale	-	18%
City of Oak Park	-	14%
City of Hazel Park	-	12%

1.3 Program/Management Fees. Program/management fees shall be invoiced to each City pursuant to its contract with CareHere (the "Medical Services Agreement").

1.4 Medications. Medications shall be invoiced to Madison Heights when ordered by CareHere. When medications are then used by Cities other than Madison Heights, CareHere shall invoice that City for the cost of the medications used and shall then provide an equal credit to Madison Heights. Any cost for unused and expired medications shall be allocated pursuant to the percentages in Section 1.2.

1.5 Lab Analysis. Lab analysis shall be invoiced to each City individually.

1.6 Supplies and Equipment. Supplies and equipment shall be invoiced to the Cities by CareHere pursuant to the percentages in Section 1.2.

1.7 Ad-hoc Purchases. Ad-hoc purchases of supplies, equipment, or the cost of special services shall be invoiced to the City requesting such supplies, equipment, or special services.

MISCELLANEOUS

2.1 Cooperation between the Parties. The Parties shall use their best efforts to resolve any disputes that may arise between them under this Memorandum.

2.2 Entire Agreement. This Memorandum constitutes the entire agreement between the Parties with respect to the subject matter herein and supersede all prior understandings, agreements, contracts, or arrangements between the Parties, whether oral or written.

2.3 Amendment. This Memorandum may be amended only if done in writing signed by the Parties' authorized representatives.

2.4 Governing Law. This Memorandum shall be governed by, and interpreted in accordance with the internal laws of the State of Tennessee, without giving effect to its conflict of laws provisions.

2.5 Conflict. Unless otherwise stated herein, if a conflict arises between a term or condition of this Memorandum and the Medical Services Agreements between CareHere and the respective Cities, the term or condition of the Medical Services Agreement governs as between the respective City and CareHere.

Roll Call Vote:	Yes:	McClellan, Burns, Edgar, Radner, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

Finance/Assessing

CM-03-317-22 **(AGENDA ITEM #15B) RESOLUTION AUTHORIZING THE CITY ASSESSOR TO PREPARE SPECIAL ASSESSMENT ROLLS, ASSESSING UNPAID CHARGES TOGETHER WITH A 10% PENALTY ON PRIVATE PROPERTY FOR DELINQUENT UTILITIES - $300,147.03; FALSE ALARMS - $2,090.00, AND PROPERTY BLIGHT - $42,268.97 - APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the following resolution authorizing the City Assessor to prepare Special Assessment Rolls, assessing unpaid charges together with a 10% penalty on private property for Delinquent Utilities - $300,147.03; False Alarms - $2,090.00, and Property Blight - $42,268.97:

PROPOSAL FOR
SPECIAL ASSESSMENT DISTRICTS

WHEREAS, As required by City Code, Article III, Sec. 12.14, the City Treasurer has reported the sums expended which represent City expenses incurred on private premises which remain unpaid, or in respect thereto, listed herewith;

THEREFORE, BE IT RESOLVED, in accordance with Section 12.14 of the City Charter, that the Assessor of the City is hereby authorized and directed to make Special Assessment Rolls for said expenses incurred, together with a penalty of ten percent (10%), and to assess the lands in the Special Assessment Districts therefore according to the benefits derived in the sum of $344,506.00:

Delinquent Utilities	$300,147.03
Property Blight	$42,268.97
False Alarms	$2,090.00, and

THAT, Said Special Assessment Rolls shall be numbered to correspond with the number of the Special Assessment to which it pertains; and

THAT, The Assessor, when s/he shall have completed the said assessment rolls, shall report the same to the Council in the manner provided by the City Charter.

Roll Call Vote:	Yes:	McClellan, Burns, Edgar, Whitehead, Radner
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

CM-03-318-22 **(AGENDA ITEM #15C) RESOLUTION RECEIVING SPECIAL ASSESSMENT ROLLS ESTABLISHING OCTOBER 3, 2022 AS THE DATE FOR THE PUBLIC HEARING ON THE ROLLS FOR UNPAID CHARGES FOR CITY EXPENSES INCURRED ON PRIVATE PREMISES FOR DELINQUENT UTILITIES #701, FALSE ALARMS #702, AND PROPERTY BLIGHT #703 - APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution receiving Special Assessment Rolls establishing April 4, 2022 as the date for the Public Hearing on the rolls for unpaid charges for city expenses incurred on private premises for Delinquent Utilities #698, False Alarms #699, and Property Blight #700:

SPECIAL ASSESSMENT RESOLUTION

DISTRICT NO. 701, 702 and 703

Meeting of the City Council held September 19, 2022, at 7:00 P.M.

The Assessor reported Special Assessment Rolls No. 701, 702 and 703 to the City Council. Attached to said Special Assessment Roll was the certificate of the City Assessor in form as required in Chapter XII of the City Charter.

BE IT RESOLVED, that Special Assessment Rolls No. 701, 702 and 703 this day submitted to the City Council by the City Assessor, be filed in the office of the City Clerk.

BE IT FURTHER RESOLVED that the City Council and the City Assessor shall meet in the City Council room in the City of Oak Park, Michigan, on the 3rd day of October, 2022 at 7:00 P.M. Eastern Standard Time, for the purpose of reviewing the assessment contained in said Special Assessment Rolls.

BE IT FURTHER RESOLVED, that the City Clerk be and is hereby ordered to cause notice of said review and of the filing of said Special Assessment Rolls to be published once prior to said hearing in the Daily

Tribune, a newspaper circulating in said City of Oak Park, the first publication to be at least one week before such hearing, and that said notice shall be in form as provided in Chapter XII of the City Charter.

BE IT STILL FURTHER RESOLVED that the City Clerk be and is hereby instructed to serve notice of said Special Assessment Hearing to each owner of, or party in interest in, property to be assessed, whose name appears upon the last general tax assessment records by mailing the notice first class mail, addressed to such owner or party at the address shown on the tax records, at least ten (10) days before the date of said hearing.

Roll Call Vote:	Yes:	McClellan, Burns, Edgar, Whitehead, Radner
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

CM-09-319-22 **(AGENDA ITEM #15D) REQUEST TO APPROVE THE LOT COMBINATION REQUEST FOR PROPERTY LOCATED AT 8775 WEST 9 MILE ROAD - APPROVED**

Motion by Burns, Seconded by Whitehead, CARRIED UNANIMOUSLY, to approve combination of parcels 25-33-101-006 and 25-33-101-026 for property located at 8775 West 9 Mile Road.

Roll Call Vote:	Yes:	McClellan, Burns, Radner, Edgar, Whitehead
	No:	None
	Absent:	None

MOTION DECLARED ADOPTED

Department of Public Works

CM-09-320-22 **(AGENDA ITEM #15E) REQUEST TO AUTHORIZE THE PUBLIC WORKS DEPARTMENT TO PARTICIPATE IN THE STATE OF MICHIGAN (MIDEAL) AND MACOMB COUNTY PRE-BID CONTRACTS FOR THE PURCHASE OF TWO CITY VEHICLES TOTALING $63,229.00 AND TO MOVE FORWARD FUNDING FROM THE FY 2023-24 MOTOR POOL BUDGET AND UTILIZE THE MOTOR POOL FUND BALANCE FOR THE ESTIMATED $18,000.00 IN OVERAGES - APPROVED**

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to authorize the Public Works Department to participate in the State of Michigan (MiDeal) and Macomb County pre-bid contracts for the purchase of the following vehicles totaling $63,229.00 and to move forward funding from the FY 2023-24 Motor Pool budget and utilize the Motor Pool fund balance for the estimated $18,000.00 in overages:

Vehicle:	Department:	Amount: (Pre-Bid Contract)	Account:
2023 Ford Ranger 4x4 SuperCab	Tech / Plan	$30,638.00 (MiDeal and Macomb County Contracts)	Motor Pool: 654-18.875.970.000

2023 Transit Connect Cargo Van	Public Works	$32,591.00 (MiDeal and Macomb County Contracts)	Motor Pool: 654-18.875.970.000

Roll Call Vote: Yes: McClellan, Edgar, Burns, Whitehead, Radner
No: None
Absent: None

MOTION DECLARED ADOPTED

CALL TO THE AUDIENCE:

Maurice Brown, 15411 Oakwood, discussed sidewalk replacement on his property.

Sharon Jamison, 21711 Gardner, suggested speed bumps for Gardner Street and expressed concerns about the entrance from 8 Mile to the BP gas station, and waste falling from garbage trucks.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:50 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
August 18, 2022

Meeting held at the Community Center at 7:00pm in Room One

1. **THE MEETING WAS CALLED TO ORDER AT 7:06 PM**

2. **ROLL CALL:**

PRESENT: Chairperson Meghan Oesterle, Vice-Chairperson Jonathan Nachman
Commission Members: Clarissa Clemons, Steven Gold, Richard Readus, Al Lewis, and Scott LeMarbe

ABSENT: Councilman Solomon Radner

3. **APPROVAL OF THE AGENDA**

Moved by Al Lewis, seconded by Clarrisa Clemons to approve agenda

Vote: Yes: All
No: None

MOTION DECLARED ADOPTED

4. **APPROVAL OF MINUTES:**

Motion to approve the minutes of June 16, 2022 by Steven Gold, seconded by Al Lewis

Vote: Yes: All
No: None

MOTION DECLARED ADOPTED

5. **CONSIDERATION OF OLD BUSINESS**

A. Commissions next focus

- Rain barrel seminar –
    i. No Update – Dave suggested a Commission Member contact the Recreation Department for dates.

B. SOCRRA Update:

- Scott provided an update on SOCRRA's operational issues.
- Scott talked about the flyer being added to the upcoming water bill for the linear park cleanup event September 11, 2022
- Scott will order paper pickers for recycling event.

6. NEW BUSINESS

A. The chairperson led a discussion on new topics

- Possible Commission tour of SOCRRA facility in the fall.
- Members talked about breaking down items in the correct way and what should or should not go into the recycling bin.
- Al brought a recycling flyer from Greenpeace that talks about what is really recyclable.
- Scott will check with SOCCRA to see if they have more flyers to hand out.

7. PUBLIC COMMENTS

- There was no public comment.

8. COMMISSIONER COMMMENTS

- No was no Commissioner comments tonight

9. ADJOURNMENT

Motion by Al Lewis, seconded by Jonathan Nachman to adjourn the meeting at 8:20 pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
August 18, 2022

Minutes prepared by Scott LeMarbe

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 3, 2022 **AGENDA #**

SUBJECT: Request authorization to re-advertise for bids for the 2022 Block Pruning Project, M-748.

DEPARTMENT: Public Works - *DED*

SUMMARY: A bid opening was held Monday, September 26, however zero contractors submitted pricing for this project. We would like to revise a few items in the contract and place it back out for public bid. This project will elevate and/or crown clean city owned trees throughout the community.

FINANCIAL STATEMENT: Funding is available in the FY 2022-23 Major and Local Street Funds for this expenditure.

RECOMMENDED ACTION: It is recommended that the request to re-bid the 2022 Block Pruning Project, M-748 be approved. Funding is available in Major and Local Street Funds for this expenditure.

APPROVALS:

City Manager: ET

Department Director: *DED*

Finance Director: SC

Legal: ED

Budgeted: X

EXHIBITS: None

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 3, 2022 **AGENDA #**

SUBJECT: Proposed payment request for Engineering Consulting Services.

DEPARTMENT: DPW/Technical & Planning – Engineering *KMG*

SUMMARY: Attached is a request for payment for invoices from OHM Advisors for the projects as listed below:

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
GIS DWAM Grant	$23,061.00	$20,599.00	$43,660.00	$240,000.00	592-18-538-970
Nine Mile Rd Design Engineering	$24,301.75	$102,162.00	$126,463.75	$161,500.00	202-18-479-970
Fern St Survey	$497.25	$0.00	$497.25	$4,000.00	592-18-538-801
Totals	**$47,860.00**	**$122,761.00**	**$170,621.00**	**$405,500.00**	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of $47,860.00. Funding is available in the above listed accounts.

APPROVALS:

City Manager: _____ET_____ Department Director:_____*KMG*_____

Finance Director: _____ City Attorney: __N/A_____

Budgeted ☐

EXHIBITS: Invoices

REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com

OHM Advancing Communities®

INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 09/16/2022
Invoice #: 55197
Project: 0037228040

Project Name: Oak Park GIS DWAM

For Professional Services Rendered Through: September 03, 2022

Professional Services

Description	*Fee*	*Prior Billed*	*Total Available*	*Current Billing*
Task 1: City & OHM Meetings	$2,500.00	$1,358.00	$1,142.00	$0.00
Task 2: Field Data Colleciton	$160,000.00	$19,241.00	$140,759.00	$23,061.00
Task 3: GIS Topology / Attribution Updates	$30,000.00	$0.00	$30,000.00	$0.00
Task 4: Application Development	$45,000.00	$0.00	$45,000.00	$0.00
Task 5: Eos GPS Configuration and Training	$2,500.00	$0.00	$2,500.00	$0.00
Totals	**$240,000.00**	**$20,599.00**	**$219,401.00**	**$23,061.00**

Invoice Total **$23,061.00**

REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com

OHM Advancing Communities®

INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 09/16/2022
Invoice #: 55197
Project: 0037228040

Project Name: Oak Park GIS DWAM

Task 2: Field Data Colleciton
Professional Services

	Hours	*Rate*	*Amount*
Engineering/Architectural Aide	32.00	70.00	$2,240.00
Technician I	219.00	87.00	$19,053.00
Technician III	13.00	125.00	$1,625.00
Technician IV	1.00	143.00	$143.00
Professional Services Subtotal	**265.00**		**$23,061.00**
Task 2: Field Data Colleciton Total:	**265.00**		**$23,061.00**
Total Backup:	**265.00**		**$23,061.00**

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INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 09/16/2022
Invoice #: 55195
Project: 0037220021

Project Name: 9 Mile Road - Cloverlawn to Republic

For Professional Services Rendered Through: September 03, 2022

Professional Services

Description	*Fee*	*Prior Billed*	*Total Available*	*Current Billing*
9 Mile Road - Cloverlawn to Republic	$161,500.00	$102,162.00	$59,338.00	$24,301.75

Invoice Total **$24,301.75**

REMIT TO:
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INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 09/16/2022
Invoice #: 55195
Project: 0037220021

Project Name: 9 Mile Road - Cloverlawn to Republic

Professional Services

	Hours	*Rate*	*Amount*
Associate	1.50	187.00	$280.50
Engineering/Architectural Aide	15.00	70.00	$1,050.00
Professional Engineer/Architect II	117.75	155.00	$18,251.25
Professional Engineer/Architect III	7.50	170.00	$1,275.00
Sr. Associate	16.00	198.00	$3,168.00
Technician III	.50	125.00	$62.50
Technician IV	1.50	143.00	$214.50
Professional Services Subtotal	**159.75**		**$24,301.75**
Total Backup:	**159.75**		**$24,301.75**

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INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 09/16/2022
Invoice #: 55196
Project: 0037220041

Project Name: Fern Street Survey - North of 8 Mile

For Professional Services Rendered Through: September 03, 2022

Professional Services	
Field Survey and Drawing	$497.25
Easements	$0.00
Amount Due This Invoice	**$497.25**
Invoice Total	**$497.25**

REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
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F 734.522.6427
OHM-Advisors.com

OHM Advancing Communities®

INVOICE

CITY OF OAK PARK
Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 09/16/2022
Invoice #: 55196
Project: 0037220041

Project Name: Fern Street Survey - North of 8 Mile

Field Survey and Drawing
Professional Services

		Hours	***Rate***	***Amount***
Surveyor III		4.25	117.00	$497.25
	Professional Services Subtotal	**4.25**		**$497.25**
	Field Survey and Drawing Total:	**4.25**		**$497.25**
	Total Backup:	**4.25**		**$497.25**

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 3, 2022 **AGENDA#**

SUBJECT: Payment Application No. 3 and Change Order No. 1 for the 2022 Water Main Replacement Project, M-737.

DEPARTMENT: Technical & Planning – Engineering *KMG*

SUMMARY: Attached is Payment Application No. 3 and Change Order No. 1 for the 2022 Water Main Replacement Project, M-737 by Mark Anthony Contracting of Milford, Michigan. This project is replacing the water mains in the areas shown on the attached map. This project is approximately 56% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	$3,433,498.50
Change Order No. 1:	$ (24,128.05)
New Contract Amount:	$3,409,370.45
Total Completed to Date:	$1,905,786.32
Less Retainage:	$ 171,674.93
Net Earned:	$1,734,111.38
Deductions:	$ 0.00
Balance:	$1,734,111.38
Payments to Date:	$1,261,192.82
Amount Due Mark Anthony Contracting:	$ 472,918.56

RECOMMENDED ACTION: It is recommended that Payment Application No. 3 and Change Order No. 1 for the 2022 Water Main Replacement Project, M-737, to Mark Anthony Contracting of Milford, Michigan be approved for the amount of $472,918.56 is available in the Water and Sewer Fund 592-18-538-970 and Major Street Fund 202-18-479-970 for this expenditure.

APPROVALS:

City Manager: ET Department Director: *KMG*

Director of Finance: _____ Legal: NA

Budgeted: ☐

EXHIBITS: Payment Application No. 3, Change Order No. 1, map

PAYMENT APPLICATION

PROJECT:	2022 Water Main & Road Reconstruction Project	***JOB NUMBER:***	M-737
OWNER:	City of Oak Park, Michigan	***APPLICATION NO.:***	3
CONTRACTOR:	Mark Anthony Contracting Inc. 4844 Old Plank Rd. Milford, MI 48381	***PERIOD ENDING:*** ***PAGE:***	9/23/22 1 of 3

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Period Quantity	Period Amount	Quantity To Date	Amount To Date
1	Mobilization, Max 5%	1	LSUM	$37,454.32	0.25	$9,363.58	0.65	$24,345.31
2	Minor Traffic Device, Modified SP	1	LSUM	$24,082.31	0.00	$0.00	0.40	$9,632.92
3	Pavement Removal, Modified SP	16,170	SYD	$8.06	1,103.53	$8,894.45	10,012.75	$80,702.77
4	Erosion Control, Inlet Protection, Fabric Drop, Modified SP	60	EACH	$81.15	10.00	$811.50	58.00	$4,706.70
5	Project Cleanup	1	LSUM	$11,962.08	0.00	$0.00	0.00	$0.00
6	Aggregate Base Under Concrete (6" 21AA Crush Limestone)	12,046	SYD	$9.35	5,667.33	$52,989.54	5,667.33	$52,989.54
7	Earth Excavation	500	CYD	$22.67	634.21	$14,377.54	1,281.21	$29,045.03
8	Subgrade Undercutting	1,000	CYD	$68.50	0.00	$0.00	0.00	$0.00
9	Station Grading	31.62	STA	$3,587.45	0.00	$0.00	0.00	$0.00
10	Drainage Structure Cover	22,240	LBS	$1.38	1,224.00	$1,689.12	8,568.00	$11,823.84
11	Underdrain Subgrade, Open Graded 6', Modified SP	6,550	LFT	$13.48	1,887.28	$25,440.53	3,199.76	$43,132.76
12	Conc. Pavt. 24" curb and gutter Section, Non-Reinf. 8", Modified SP	60	LFT	$51.12	0.00	$0.00	0.00	$0.00
13	Conc. Pavt W/integral curb and gutter, Non-Reinf. 8", Modified SP	12,026	SYD	$54.52	0.00	$0.00	0.00	$0.00
14	Sidewalk Conc. NonReinf. Modified SP 4" Conc. Sidewalk	19,200	SFT	$4.85	0.00	$0.00	0.00	$0.00
15	Sidewalk Conc. NonReinf. Modified SP 6" Conc. Sidewalk	20,300	SFT	$6.71	0.00	$0.00	0.00	$0.00
16	Class A Sodding, Modified SP	6,500	SYD	$12.78	0.00	$0.00	0.00	$0.00
17	Water Main D.I CL 54 12" Trench Det B Modified	3,175	LFT	$175.00	0.00	$0.00	3,208.25	$561,443.75
18	Water Main D.I CL 54 8" Trench Det B Modified	2,975	LFT	$143.00	1,150.25	$164,485.75	2,948.11	$421,579.73
19	Northend Ave. Water main connect "A" Northend Ave. @ Whitmore Ave., North Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
20	Northend Ave. Water main connect "B" Northend Ave. @ Whitmore Ave., South Side	1	LSUM	$5,500.00	0.00	$0.00	1.00	$5,500.00
21	Northend Ave. Water main connect "C" Northend Ave. @ Sussex Ave., North Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
22	Northend Ave. Water main connect "D" Northend Ave. @ Church Esmt., South Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
23	Northend Ave. Water main connect "E" Northend Ave. @ Church Ave., North Side	1	LSUM	$4,500.00	0.00	$0.00	1.00	$4,500.00
24	Northend Ave. Water main connect "F" Northend Ave. @ Kenosha Ave., North Side	1	LSUM	$4,500.00	0.00	$0.00	1.00	$4,500.00
25	Northend Ave. Water main connect "G" Northend Ave. @ Kenosha Ave., South Side	1	LSUM	$4,500.00	0.00	$0.00	1.00	$4,500.00
26	Northend Ave. Water main connect "H" Northend Ave. @ Gardner Ave., North Side	1	LSUM	$5,500.00	0.00	$0.00	1.00	$5,500.00
27	Northend Ave. Water main connect "I" Northend Ave. @ Cloverlawn Ave., North Side	1	LSUM	$4,550.00	0.00	$0.00	1.00	$4,550.00

28	Northend Ave. Water main connect "J" Northend Ave. @ Parklawn Ave., North Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
29	Northend Ave. Water main connect "K" Northend Ave. @ Parklawn Ave., South Side	1	LSUM	$5,500.00	0.00	$0.00	1.00	$5,500.00
30	Northend Ave. Water main connect "L" Northend Ave. @ Kipling Ave., North Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
31	Northend Ave. Water main connect "M" Northend Ave. @ Kipling Ave., South Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
32	Northend Ave. Water main connect "N" Northend Ave. @ Westhampton Ave., North Side	1	LSUM	$4,800.00	0.00	$0.00	1.00	$4,800.00
33	Northend Ave. Water main connect "O" Northend Ave. @ Westhampton Ave., South Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
34	Northend Ave. Water main connect "P" Northend Ave. @ Ridgedale Ave., North Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
35	Northend Ave. Water main connect "Q" Northend Ave. @ Ridgedale Ave., South Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
36	Northend Ave. Water main connect "R" Northend Ave. @ Cooldige Place Dr., South Side	1	LSUM	$5,000.00	0.00	$0.00	1.00	$5,000.00
37	Northend Ave. Water main connect "S" Northend Ave. @ Cooldige Hwy.	1	LSUM	$19,858.00	0.00	$0.00	1.00	$19,858.00
38	Cloverlawn Ave. Water Main Connection "A" Cloverlawn Ave.@ Oak Park Blvd.	1	LSUM	$5,500.00	1.00	$5,500.00	1.00	$5,500.00
39	Cloverlawn Ave. Water Main Connection "B" Cloverlawn Ave.@ Kenwood Ave.	1	LSUM	$5,500.00	0.00	$0.00	0.00	$0.00
40	Parklawn Ave. Water Main Connection "C" Parklawn Ave.@ Oak Park Blvd.	1	LSUM	$6,000.00	1.00	$6,000.00	1.00	$6,000.00
41	Parklawn Ave. Water Main Connection "D" Parklawn Ave.@ Kenwood Ave.	1	LSUM	$10,800.00	1.00	$10,800.00	1.00	$10,800.00
42	Install Fire Hydrant EJIW 5BR-250	13	EACH	$6,500.00	4.00	$26,000.00	13.00	$84,500.00
43	Install 8" Gate Valve and Well	19	EACH	$5,777.00	3.00	$17,331.00	21.00	$121,317.00
44	Install 12" Gate Valve and Well	7	EACH	$7,777.00	0.00	$0.00	7.00	$54,439.00
45	Remove & Replace Short Side Service Curb Box 3/4" to 2"	66	EACH	$550.00	35.00	$19,250.00	63.00	$34,650.00
46	Service Transfers	102	EACH	$788.00	68.00	$53,584.00	96.00	$75,648.00
47	3/4" to 2" Diameter Type K Copper	1,325	LFT	$32.00	249.00	$7,968.00	1,365.00	$43,680.00
48	24" Drainage Structure, Inlet	12	EACH	$1,370.66	5.00	$6,853.30	5.00	$6,853.30
49	48" Drainage Structure	22	EACH	$2,939.78	10.00	$29,397.80	10.00	$29,397.80
50	Sewer Pipe, 12" Reinf. Concrete Pipe	1,050	LFT	$65.74	269.00	$17,684.06	339.31	$22,306.24
51	Remove Existing Fire Hydrant	6	EACH	$650.00	2.00	$1,300.00	6.00	$3,900.00
52	Remove Existing Gate Valve and Well	27	EACH	$850.00	4.00	$3,400.00	30.00	$25,500.00
53	Drainage Structure Remove	35	EACH	$480.00	13.00	$6,240.00	16.00	$7,680.00
54	Drainage Strucrure Adjust	6	EACH	$280.52	2.00	$561.04	2.00	$561.04
55	Sewer Pipe, Remove, 12" and uner	1,085	LFT	$10.47	318.00	$3,329.46	388.31	$4,065.61
56	Crossing Existing Water Mains, Sewers, and sewer leads	20	EACH	$1.28	1.00	$1.28	1.00	$1.28
57	Cast in Place Detectable, Tactile warning Surfaces	600	SFT	$43.35	0.00	$0.00	0.00	$0.00
58	Abandon Existing Water Mains, Northend Ave.	1	LSUM	$30,224.70	0.00	$0.00	0.00	$0.00
59	Abandon Existing Water Mains, Cloverlawn Ave. and Parklawn Ave.	1	LSUM	$5,112.35	0.00	$0.00	0.00	$0.00
60	Maintenance Gravel, Modified SP	1,000	TON	$21.67	0.00	$0.00	398.29	$8,630.94
61	Salvage Sign, Modified SP	20	EACH	$89.46	0.00	$0.00	6.00	$536.76

62	Unidentified Irrigation System Repairs - Sprinkler Lines	500	LFT	$4.98	0.00	$0.00	0.00	$0.00
63	Unidentified Irrigation System Repairs - Sprinkler Heads	100	EACH	$87.86	0.00	$0.00	0.00	$0.00
64	Water Main Shipping Surcharge	0	LSUM	$11,209.00	1.00	$11,209.00	1.00	$11,209.00
						$504,460.95		**$1,905,786.32**

Original Contract Amount:	$3,433,498.50
Change Order No.1:	($24,128.05)
New Contract Amount:	$3,409,370.45

Earnings This Period:	$504,460.95
Total Earnings to Date:	$1,905,786.32
Less Retainage:	$171,674.93
Net Earned:	$1,734,111.38
Deductions:	$0.00
Balance:	$1,734,111.38
Payments to Date:	$1,261,192.82
Amount Due:	**$472,918.56**

Accepted By:

Bret Sheffer
Mark Anthony Contracting Inc.

Date: Sep 26, 2022

Kara M. Grisamer
Kara Grisamer, P.E.
City of Oak Park, Michigan

Date: Sep 26, 2022

CHANGE ORDER

PROJECT:	2022 Water Main & Road Reconstruction Project	***JOB NUMBER:***	M-737
OWNER:	City of Oak Park, Michigan	***CHANGE ORDER NO.:***	1
CONTRACTOR:	Mark Anthony Contracting Inc. 4844 Old Plank Rd. Milford, MI 48381	***PAGE:***	1 of 1

TO THE CONTRACTOR:

You are hereby directed to comply with the changes/extras to the contract documents.
This change order reflects work completed or anticipated. Documentation supporting these changes is on file with the City Engineer.

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE SUBTRACTED FROM THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	Decreased Amount
58	Abandon Existing Water Mains, Northend Ave.	1	LSUM	$30,224.70	-1	0	-$30,224.70
59	Abandon Existing Water Mains, Cloverlawn Ave. and Parklawn Ave.	1	LSUM	$5,112.35	-1	0	-$5,112.35
						Totals:	**($35,337.05)**

THE FOLLOWING ITEMS AND OR CONTRACT UNITS PRICES SHALL BE ADDED TO THE CONTRACT AMOUNT

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	Increased Amount
64	Water Main Shipping Surcharge	0	LSUM	$11,209.00	1	1	$11,209.00
						Totals:	**$11,209.00**

SUMMARY

Total Decrease	($35,337.05)
Total Increase	$11,209.00
Total Amount for Change Order No. 1:	($24,128.05)

Bret Sheffer — Sep 26, 2022

Mark Anthony Contracting Inc. — Date

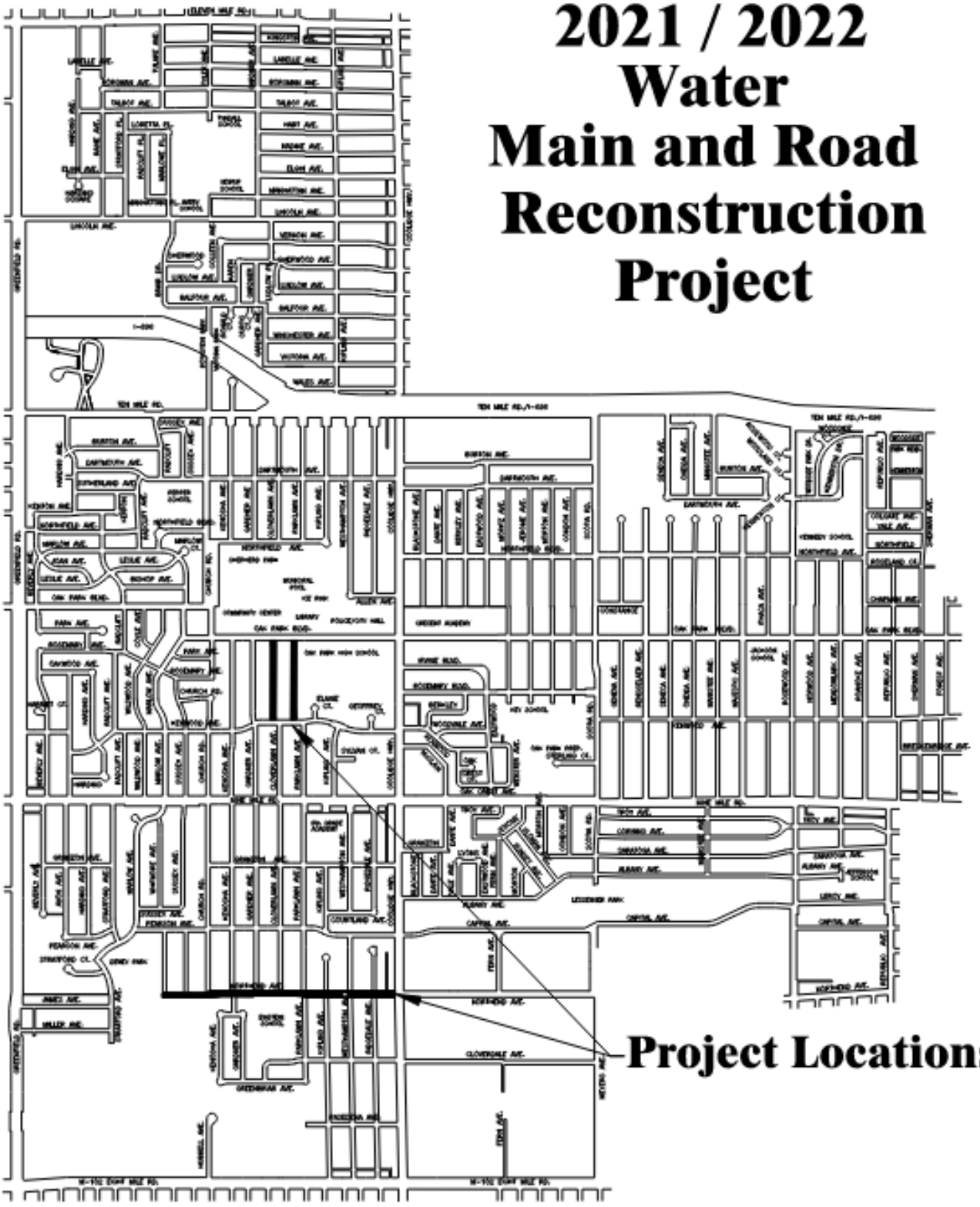
Original Contract Amount:	$3,433,498.50
Proposed Change Order No.1:	($24,128.05)
New Contract Amount	$3,409,370.45

Kara M. Grisamer — Sep 26, 2022

Kara Grisamer, P.E. — Date
City of Oak Park, Michigan

City of Oak Park

2021 / 2022 Water Main and Road Reconstruction Project



CITY OF OAK PARK
BEAUTIFICATION ADVISORY COMMISION
MEETING MINUTES
JUNE 21, 2022

PRESENT: Commissioners Santhia Guinn, Pamela McKean, Chrystal Wagner, Deborah Williamson, Michella Perry, Reatha Richmond, Mattie Boykin, Lonnie Tabb-Upshaw, DPW Director Dave DeCoster, DPW Administrative Clerk II Tiffany Brown

ABSENT: Commissioners Idella Bailey, Karen Davis-Harris, Council Member Carolyn Burns

GUESTS: None

Meeting called to order at 7:02 pm

APPROVAL OF MINUTES: May 17, 2022

MOTION by Guinn, SECONDED by Perry to approve the Beautification Advisory Commission meeting minutes of May 17, 2022 as submitted.

YES: ALL
NO: NONE
Motion carried

CITY LIAISON /CITY COUNCIL COMMUNICATION

DPW Director Dave DeCoster stated that the t-shirts for the commission have been ordered and that they should be delivered to the DPW office within the week. He acknowledged the efforts of the commission in the planting at Shepherd Park and stated that the Flower Sale was a success. Commissioners were encouraged to attend the upcoming Elevate Oak Park meetings.

FLOWER SALE

The Flower Sale was a success bringing in $11,478.99 in sales in which $1,478 goes to the Beautification Advisory Commission's budget account. Commissioners stated that more support and assistance is needed in the initial setup of the sale and consider ways for members to sign up earlier to work the sale. Members also plan to have procedures in place to ensure accuracy in pricing of pots and labelling on the tables so they are better prepared to accommodate patrons for future Flower Sales.

FLOWER EXCHANGE

The Flower Exchange will be held on Sunday, June 26th from 10:00 am to 12:00 noon. Commissioners are encouraged to sign up for times they will show up to help set up the event, and the items they will bring to exchange. The Flower Exchange will be held outside of the Community Center.

FLOWER PLANTING AT SHEPHERD PARK

Flowers were planted at Shepherd Park by the Commissioners. Director Dave DeCoster mentioned that the flowers look great. Flowers were planted at the Shepherd Park sign at Church and Oak Park Boulevard.

FOURTH OF JULY

The Parade will be held on the Fourth of July. Memos will be sent to commissioners prior to the event with meeting times and location. Commissioners will receive an email regarding when their t-shirts are ready for pick up from the DPW office. Chairperson Lonnie Tabb-Upshaw will bring the Beautification Advisory Commission banner and commissioners can also decorate their vehicles.

BAC AWARD CEREMONY

The criteria for voting on homes will be emailed to commissioners prior to the bus tours along with the bus tour schedule and nomination maps.

BCSEM QUARTERLY MEETINGS

Chairperson Lonnie Tabb-Upshaw will send an email with upcoming quarterly meeting information for those commissioners who would like to attend the BCSEM quarterly meetings.

SUMMER FEST

Chairperson Lonnie Tabb-Upshaw stated that the Summer Fest was a success and encouraged other commissioners to consider ways that the Beautification Advisory Commission can be more involved in more events in the community.

JUNETEENTH

Chairperson Lonnie Tabb-Upshaw stated that the Juneteenth event was also successful, and scholarships were given winners of an essay writing competition.

GENERAL DISCUSSION

None

MOTION by Williamson, SECONDED by Perry to adjourn the Beautification Advisory Commission meeting.

YES: ALL
NO: NONE
Motion carried

Meeting adjourned 8:08 pm. Next meeting – Tuesday, September20, 2022

MERCHANT'S LICENSES - OCTOBER 3, 2022

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
COMERICA BANK INC	25555 COOLIDGE	$150.00	FINANCIAL INSTITUITION

RENEWALS FOR 2022	ADDRESS	FEES	BUSINESS TYPE
CITIZENS BANK	23067 COOLIDGE	$225.00	FINANCILA INSTITUTION
SIGNS OF RECOVERY CASE MANAGEMENT LLC	25900 GREENFIELD 236	$225.00	MEDICAL CASE MANAGEMENT
ENTERPRISE RENT-A-CAR	26520 GREENFIELD	$225.00	RENTAL CAR COMPANY

DISCOVERED OPERATING WITHOUT A BL	ADDRESS	FEES	BUSINESS TYPE

City of Oak Park

OAK PARK CITY COUNCIL

Proclamation

Michigan Library Month – October 2022

Whereas, the Michigan Library Association (MLA) annually designates the month of October as a statewide observance to celebrate the contributions of Michigan's public, school, academic, tribal, cooperative and special libraries; and

Whereas, Michigan's libraries continue to evolve and expand their services and now offer more programs, events, services, resources, and collections than ever to serve and support their communities; and

Whereas, libraries are now dynamic centers of discovery and lifelong learning – serving as concert venues, art galleries, tourist destinations, meeting spaces, community living rooms, makerspaces, study rooms and more; and

Whereas, libraries now offer patrons much more to borrow than books, including tablets and laptops, mobile hotspots, tools, games, movies, music and more – serving as an indispensable resource for children, teens, adults and seniors; and

Whereas, libraries provide free access to information to millions of Michiganders allowing them to explore and discover a vast world of information and entertainment;and

Whereas, libraries provide materials and programs that are as diverse as the people they serve, while protecting patron's privacy and supporting their right to read; and

Whereas, libraries serve as the primary point of access for people without internet or access to computers, enabling everyone to connect to the people and ideas of the world; and

Whereas, Michigan libraries are indispensable educational and cultural institutions in the heart of our communities, offering Michiganders a place to gather, socialize, study and learn; and

Whereas, hundreds of libraries and millions of library supporters across Michigan are celebrating Michigan Library Appreciation Month this October;

***NOW, THEREFORE, BE IT RESOLVED,** that I, Marian McClellan, Mayor of the City of Oak Park, Michigan, on behalf of the Oak Park City Council proclaim October 2022 as Michigan Library Appreciation Month and encourage all residents to visit their library in person or virtually to connect to the myriad of services, resources and collections their library provides.*

TESTIMONY WHEREOF, I have officially signed my name, and caused the seal of the City of Oak Park, Michigan, to be affixed this third day of October, Two Thousand Twenty Two.

_____

Marian McClellan, Mayor

AGENDA #

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 3, 2022

SUBJECT: Public Hearing for Special Assessment Districts #701, #702 and #703 and resolutions confirming the rolls, setting due dates and penalties.

DEPARTMENT: Finance/Treasury

SUMMARY: At the council meeting of September 19, 2022, City Council adopted Special Assessment Resolution No. 8, establishing October 3, 2022 as the date for the public hearing on the rolls of Special Assessment Districts #701 - Delinquent Utilities; #702 - False Alarms and #703 Property Blight.

FINANCIAL STATEMENT: None

RECOMMENDED ACTION: To adopt Special Assessment Resolution No. 9 to confirm the rolls, and Special Assessment Resolution No. 10, setting the due date of November 7, 2022, together with penalty of ten percent (10%) for Special Assessment Districts #701 - Delinquent Utilities; #702 - False Alarms and #703 - Property Blight.

APPROVALS:

City Manager: _____ET_____

Director: _____SL_____

Finance Director: _____

Budgeted: _____

CITY OF OAK PARK
MICHIGAN

SPECIAL ASSESSMENT RESOLUTION NO. 9

Meeting of the City Council September 19, 2022: The Mayor announced that this was the time set to review the Special Assessment Rolls as prepared and revised by the City Assessor for expenses incurred on private premises for Districts #701 - Delinquent Utilities; #702 - False Alarms and #703- Property Blight.

The Clerk announced that the following written objections had been filed:

Objections were received at the public hearing as follows:

The following exceptions were made to Special Assessment Rolls:

The following resolution was offered by _____, and supported by_____:

BE IT RESOLVED that Special Assessment Rolls #701, #702 and #703, as prepared and revised by the City Assessor, are hereby confirmed.

ROLL CALL VOTE: Yes:
No:
Absent:

MOTION DECLARED ADOPTED

STATE OF MICHIGAN)
) §
COUNTY OF OAKLAND)

I, the undersigned duly qualified Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a Regular Meeting of the Council of said City held on October 3, 2022, insofar as said proceedings relate to the Special Assessment Districts as described in the foregoing, the original of which proceedings is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature this 3rd day of October, 2022.

_____
T. Edwin Norris, City Clerk

CITY OF OAK PARK
MICHIGAN

SPECIAL ASSESSMENT RESOLUTION NO. 10

At a Regular Meeting of the City Council of the City of Oak Park, held the 3rd day of October, 2022, at 7:00 P.M., at the City Hall, 14000 Oak Park Boulevard, in said City.

PRESENT:

ABSENT:

The following preamble and resolution was offered by _____, and supported by _____:

WHEREAS, by resolution adopted October 3, 2022, Special Assessment Rolls #701, #702 and #703 were confirmed by City Council.

NOW, THEREFORE, BE IT RESOLVED THAT: Said Special Assessment Rolls shall be due in one (1) installment payable on November 7, 2022, in full, together with penalty of ten percent (10%).

BE IT FURTHER RESOLVED THAT: An unpaid installment of said Special Assessment Roll shall bear penalty at an annual rate of five percent (5%) after due date November 7, 2022.

ROLL CALL VOTE: Yes:
No:
Absent:

MOTION DECLARED ADOPTED

STATE OF MICHIGAN)
)§
COUNTY OF OAKLAND)

I, the undersigned duly qualified Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a Regular meeting of the Council of said City held on October 3, 2022, insofar as said proceedings relate to the Special Assessment Districts as described in the foregoing, the original of which proceedings is on file in my office.

IN WITNESS WHEREOF I have hereunto set my official signature the 3rd day of October, 2022.

_____
T. Edwin Norris, City Clerk

10A

CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE

Today's Date: 9.21.22

Applicant Information

Applicant/Business Name: BOOK Beat

Applicant/Business Address: 26010 Greenfield

Phone number: 248.968.1190 E-Mail Address: bookbeatcolleen@gmail.com

Relation of applicant to business: co-owner

Has applicant ever been convicted of a felony? ☐ Yes ☒ No

Owner Information

Owner or manager of site: Cary LOREN Phone: 248.557.9013

Names and addresses of partners or officers of corporation: Colleen Kammer & Cary Loren 16200 Roanoke SFLD, mi 48075

Event Information

Proposed date(s) of event: SUN Oct. 16th Has this event been held previously? ☑ Yes ☐ No

Address or location of event: 26010 Greenfield

Is this a City owned park? NO

If this event is to take place in a City owned park, have you received and do you agree to abide by the City's Parks and Recreation rules and regulations? ☐ Yes ☐ No

Nature, purpose, and detailed description of event: Teacher & Children's librarian appreciation day - author talks & books sales

Will the event be open to the public? ☑ Yes ☐ No

If yes, please describe how so: To all Teachers & Children's librarians that are currently employed in those professions

Estimated number of people attending event? 250 Hours of Event: 12 - 4:30 p.m.

Are you requesting to have a parade? ☐ Yes ☒ No **If yes, please attach a map of the parade route**

Where will the parade participants be walking? ☐ Sidewalks ☐ Streets

Will the parade require streets to be blocked off? ☐ Yes ☐ No

If yes, how many streets/intersections will need to be blocked : _____

Please attach a sign off from the residences located on the affected streets, indicating that they are aware of the event to take place, the date, times and location.

Food Services

Will food or beverages be sold at event? ☐ Yes ☒ No, if yes please list type(s) of food to be sold:

_____

_____

_____

Will the food be prepackaged or prepared on site: _____

Please note: ***If your application is approved and you plan to prepare food on site, you will need to contact the Oakland County Health Department at 248-424-7000 for inspection. You will also need to provide temporary water services at the site where the food is prepared.***

Mechanical Amusement

Will there be any mechanical rides at event? ☐ Yes ☒ No, if yes, please provide the name and the address of amusement operators: _____

Will the event have a moonwalk? ☐ Yes ☐ No, if yes, please provide the name and address of Company/Entity providing moonwalk:_____

_____

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: _____

Please Note: ***You must provide proof of insurance for all mechanical rides, moonwalks, circus rides/games, etc. The City of Oak Park must be listed on the insurance certificate as "additionally insured." A copy of the City Ordinance with required liability insurance coverage for these events is attached. Also, certification by the State of Michigan Department of Labor is required for all mechanical amusement devices and rides.***

Technical/Support

Will the event require use of electrical supply source? ☐ Yes ☒ No, if yes, please describe:

Will sanitary facilities be required at event? ☐ Yes ☒ No

Will tent(s) be used at the event? ☒ Yes ☐ No, if yes, please state size(s) of tent: (20X20) or Not Sure (20X10) which

Will the event have banners displayed? ☐ Yes ☒ No, if so, please provide the number of signs and dimension(s):

Please Note: ***If a temporary generator or electric supply source is provided, you must provide an Electrical permit by a licensed electrical contractor. Also, you will need certification of flame spread rates of all canvas and/or cloth enclosures.***

Other possible Special Event requirements include: additional application, inspection and bond fees, temporary sign permit.

The fee for a Special Event application is $100: The fee is non-refundable. Once an application is received, the City Clerk's Office will send copies of the application to the following departments: City Manager, Public Safety, Public Works, and Recreation. Each department will review the application and provide a written estimate of services they will need to provide, along with man-hours and costs (if any). The City Clerks' office will contact the applicant to inform them of the additional costs involved. At that time the applicant can decide whether or not to proceed with the event. If so, the event will be placed on the City Council agenda for approval.

Should any of the above information prove to be inaccurate or untruthful, it will be grounds to deny the applicant's request or revoke any approvals. I hereby certify the above information to be true and accurate to the best of my knowledge.

Colleen Kammer
_____
Applicant's Signature

State of Michigan

ss

County of _____

Subscribed and sworn to before me, a Notary Public this _____ day of _____ 20____, by _____.

My Commission expires: _____ _____
Notary Public

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

Book Beat
"Teacher and Librarian Appreciation Day"
26010 Greenfield
DATE: October 16, 2022 at 12:00 pm –4:30 pm

DEPARTMENT	SERVICES	ESTIMATED HOURS	ESTIMATED COST
TECHNICAL AND PLANNING *Rob Barrett* **Dan Fairless*	Flame spread certificate required for commercial grade tents. Signs or banners cannot create a clear vision obstruction.	N/A	N/A
PUBLIC SAFETY *Steve Cooper*	Normal patrol activities	N/A	N/A
RECREATION *Laurie Stasiak*	N/A	N/A	N/A
DPW *Dave DeCoster*	N/A	N/A	N/A
ADDITIONAL *Administration*	N/A	N/A	$100 fee paid

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 3, 2022 **AGENDA#**

SUBJECT: First Reading to amend – Chapter 18, Article IX, Division 1 and Division 2 in the Code of Ordinances

DEPARTMENT: Engineering

SUMMARY: In an effort to comply with recent changes to "Oakland County Stormwater Engineering Design Standards", the City of Oak Park revised our Land Improvement Design and Construction Standards. These updates change the way stormwater detention requirements are calculated for new developments and redevelopments within the City. Additionally, they provide the City with the authority to enforce post-development maintenance of the private stormwater detention systems. They will apply to developments of 0.5 acre or more. We made minor changes to Division 1 to comply with the most recent version of MDOT specifications. These changes have been reviewed and approved by the City Attorney.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the first reading to amend Chapter 18, Article IX, Division 1 and Division 2 in the Code of Ordinances

APPROVALS:

City Manager: ET Department Director: *KMG*

Director of Finance:_____ Legal:_____

Budgeted: ☐

EXHIBITS: Ordinance Change Memo, Resolution

CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 18, ARTICLE IX, LAND IMPROVEMENTS OF PART II OF THE CODE OF ORDINANCES BY AMENDING DIVISION 1 AND DIVISION 2 THEREOF.

THE CITY OF OAK PARK ORDAINS:

SECTION 1:

DIVISION 1. PLAN REVIEW PROCEDURE

Sec. 18-301. General.

(a) *Purpose.* This article has been enacted for the purpose of protecting the public health, safety and general welfare of the residents of the city, and ensuring the orderly growth and harmonious development of the city by requiring:

(1) Adequate and convenient open spaces for traffic, utilities, access of fire fighting equipment, recreation, light, air, privacy and safety from fire hazards.

(2) Establishment of procedures, requirements, fees and standards for the construction of certain land improvements.

(b) *Interpretation.* The provisions of this article shall be construed as the minimum requirements necessary for the preservation of public health, safety and welfare within the city. This article is not intended to repeal, abrogate or supersede any existing regulations of the city, or conflict with any statutes, laws or regulations of the state or Oakland County, except that these regulations shall prevail in cases where these regulations impose a lawful restriction or requirement more severe than existing statutes, laws or regulations. If any section or provision of this article shall be held invalid by a court of competent jurisdiction, this shall not affect the validity of other sections or provisions hereof.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-302. Definitions.

The following definitions apply to the respective terms as they are used in this article:

Department. City of Oak Park Office of the City Engineer.

Grading. Any change or alteration of existing ground surface elevations of a parcel of land by excavation or filling.

Land improvements. Any paving, grading or filling of land, or changing of surface drainage of land, and the construction or installation of any sanitary sewer main, storm sewer main, water main or stormwater retention pond.

Exceptions:

(1) Resurfacing of existing areas that do not affect the course of drainage, as determined by the city engineer.

(2) Residential driveways.

Parcel. A unit of land described by survey of metes and bounds, or identified by sidwell number or lot number in a plat.

Surface drainage. Any stormwater collecting on or flowing over the surface of ground.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-303. Permit required.

No person shall commence land improvements on any parcel of land without having first applied for and received a land improvement construction permit in accordance with this article.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-304. Application for permit.

(a) *Application.* Prior to the construction or installation of land improvements on any parcel of land, the owner of such land, or an agent having the written authorization of the owner, shall submit an application for a land improvement permit with the department. The application shall include an estimate of the costs of the land improvements, the appropriate plan review fee, and plans and specifications in form and number hereinafter specified.

(b) *Plans and specifications.*

(1) The plans and specifications shall be prepared by, and each sheet of the plans signed and sealed by, a professional engineer. Plans detailing parcel surveys must be signed and sealed by a licensed land surveyor.

(2) Plans shall be prepared on 24-inch × 36-inch size sheets and shall generally be drawn to scale of not more than 50 feet to the inch. The drawings shall contain sufficient detail to properly show the proposed locations and methods of construction or grading. The city engineer may require the plans to be drawn to a scale of 20 feet to the inchwhen deemed necessary for proper review.

(3) Three complete sets of plans and specifications shall be submitted with the permit application.

(4) After completion of the project, "as-built" plans, in an electronic format and acceptable to the city, must be submitted, showing the exact location of all land improvements prior to final approval of the project by the city. These plans must be prepared and certified by the owner's engineer.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-305. Plan review fee.

A plan review fee shall be required in the amount one and one-half percent of the total estimated cost of improvements, or $500.00, whichever sum is greater, which amount will be used by the city to defray its expenses incurred for engineering review work. Any unused portion of the fee shall be returned to the applicant at the completion of the project.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-306. Duties of department.

Upon receipt of the permit application, plans and specifications, cost estimate and plan review fee, the department shall transmit copies to the appropriate departments for their review.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-307. Review.

The city engineer shall review the plans and specifications, and approve the same if they comply with the city's design and construction standards. In the event any item does not comply with said standards, the plans shall be returned to the land owner or agent, with notations as to any deficiency. The land developer or owner shall resubmit the required number of copies of corrected plans directly to the city engineer. Upon approval of the plans and specifications, the city engineer shall notify the owner, or agent, of such approval.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-308. Issuance of permit.

Following approval of the plans and specifications, a land development construction permit will be issued upon receipt of the following:

(1) Inspection fees, as required herein.

(2) Performance bond, if applicable.

(3) Approvals and/or permits from other governmental agencies having jurisdiction, if applicable.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-309. Inspection.

No land improvements shall be undertaken without city inspection. Any facilities installed without inspection may be required to be removed and reinstalled at the owner's expense, with proper city inspection.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-310. Inspection fees.

Inspection fees shall be deposited with the city in the following amounts, to cover the inspection costs, and any unused portion shall be returned to the applicant at the completion of the project:

(1) On projects less than $100,000.00, the deposit shall be five percent of the total estimated cost.

(2) On projects of $100,000.00 or more, the deposit shall be three and one-half percent of the total estimated cost.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-311. Performance bond.

The owner or contractor shall post a performance bond in the name of the city and guaranteeing completion of land improvements. The amount of the bond shall be equal to the construction cost.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-312. Penalties.

Any person or persons who shall violate any of the provisions of this article, on conviction hereof, shall be punished by a fine not to exceed $500.00 or imprisonment not to exceed 90 days, or both such fine and imprisonment, at the discretion of the court.

(Ord. No. O-99-390, § 1, 1-18-99)

Secs. 18-313—18-350. Reserved.

SECTION 2:

DIVISION 2. LAND IMPROVEMENT DESIGN AND CONSTRUCTION STANDARDS

Sec. 18-351. Grading and surface drainage plans.

(a) All fill brought on to the site or used for backfill shall be clean, inert granular or cohesive soil as approved by the City Engineer. Building debris, broken concrete, organic materials or other objectionable materials will not be allowed to be dumped on the site being filled.

(b) In order to provide effective erosion and sediment control without impeding surface water flow, practical combinations of the following technical principles shall be applied to the erosion control aspects of the grading plan:

(1) If required, an Oakland County soil and erosion control permit shall be obtained through the Oakland County Drain Commissioner's Office and a copy submitted to the department prior to the start of construction. All applicable Oakland County soil and erosion control standards shall be applied and adhered to during construction.

(2) The smallest practical area of land shall be exposed at any one time during development.

(3) When land is exposed during development, the exposure shall be kept to the shortest practical period of time.

(4) Temporary vegetation and/or mulching shall be used to protect critical areas exposed during development.

(5) Sediment basins (debris basins or silt traps) shall be installed and maintained to remove sediment from runoff waters from land undergoing development.

(6) Provision shall be made to effectively accommodate the increased runoff caused by changed soil and surface conditions after the development.

(7) The permanent final vegetation and structures shall be installed as soon as practical in the development.

(8) The development plan shall be fitted to the topography and soil so as to create the least erosion potential.

(9) Wherever feasible, natural vegetation shall be retained and protected.

(10) Asphalt, paved or grass covered areas shall have minimum general slope of one percent with specific water carrying swales having a minimum slope of four-tenths percent.

(11) Concrete paved surfaces shall have a minimum slope of four-tenths percent.

(12) All project areas shall drain stormwaters to approved inlet structures which will prevent such stormwater from flowing across adjacent private property and prevent damage to both private and public properties.

(13) No person shall interfere with or obstruct the flow of surface water over easements for public utilities, or impede the flow of surface water across private property, in a manner different from the approved grading plan and drainage pattern.

(14) Prior to the issuance of a certificate of occupancy, a grading survey, prepared and signed by a registered civil engineer or land surveyor, shall be submitted to the department attesting to the fact that the site is graded in accordance with the drainage pattern approved at the time of issuance of the land improvement construction permit. This may be submitted as part of the "as-built" construction drawings.

(15) If a building, land or structure is rendered suitable for occupancy during that season of the year when weather conditions make finish grading unfeasible, a temporary certificate of occupancy may be issued and the date for completion of grading shall be indicated on the temporary certificate of occupancy or its related documents. A surety bond, letter of credit or cash deposit in an amount set by the city engineer shall be deposited with the department to ensure completion of the grading and submission of the required survey at a later date.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-352. Storm sewer system and design criteria and construction requirements.

The developer's engineer must submit copies of all design, data together with plans for any storm water management system. Determination of surface runoff and sizing of sewer system pipes, culverts, and open channels shall be as follows.

(1) All storm drain systems shall be designed to carry maximum anticipated storm runoff flowing full from the entire contributing acreage.

(2) The "rational method" of design shall be used to determine design flow.

(3) The ten-year storm frequency of $I=50.12/(T+9.17)^{0.81}$ shall be used.

(4) A calculated coefficient runoff shall be used based upon the imperviousness of the contributing acreage.

(5) An initial time of concentration (T) of 20 minutes for the farthest upstream inlet will be used for residential developments and 15 minutes for commercial or industrial developments. For sites less than 5 acres, an initial time of concentration of 10 minutes will be used.

(6) The minimum full flow velocity through pipes shall be two and one-half (2.5) feet per second. The maximum full flow velocity shall be ten (10) feet per second.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-353. Stormwater storage, infiltration, and water quality control facilities.

The current "Oakland County Stormwater Engineering Design Standards" as amended from time to time, are hereby adopted by the City of Oak Park in this article for the control and treatment of stormwater runoff. This article shall apply to post-construction storm water runoff from new development and redevelopment projects that disturb 0.5 or more acres, including projects less than 0.5 acres that are part of a larger common plan of development, and that discharge to the City's MS4 or sewer system, including projects where the City is the developer.

Calculations of stormwater runoff volumes and peak discharge rates from all contributing areas to storage facilities or other outlets shall be submitted with engineering specifications. Calculations shall be provided for Channel Protection Volume Control, Channel Protection Rate Control, Extended Detention, Water Quality Control and Detention Flood Control.

1. Channel Protection Volume Control (CPVC) shall be provided to control the post-development runoff volume from a 1.3-inch rainfall event. CPVC shall be provided by infiltration and/or storage/reuse best management practices (BMPs). This may include (but is not limited to) bioretention, rain gardens, bio-swales, pervious pavement, cisterns, green roofs, and infiltration trenches. For water reuse BMPs (i.e., cisterns), water demand (such as gray water or irrigation water) must be established and documented to show adequate drawdown times.

    a. Equation to calculate the required CPVC: $V_{CP-R} = 4{,}719 \times C \times A$

        i. C equals the post development runoff coefficient

        ii. A equals the contributing area in acres

        iii. V_{CP-R} equals the required CPVC volume in cubic feet

2. Where in-situ soil infiltration rates are determined to be less than 0.24 inches per hour and groundwater is less than 2 feet below the bottom of the layer of the proposed BMP, infiltration is deemed impractical and therefore waived. In these cases of poor infiltration rates, other low impact development (LID) practices must be implemented to the MEP. Requirements related to site specific in-situ infiltration rates can be found in the Oakland County Water Resources Commissioner Stormwater Engineering Design Standards.

    a. When the measured in-situ infiltration rate is above 0.5 in/hr., supplemental measures, such as subsoil amendments and/or a perforated underdrain system, are not required.

    b. When the measured in-situ infiltration rate is between 0.24 in/hr. and 0.5 in/hr., soils are marginally suitable for infiltration BMPs, and supplemental measures are required. Supplemental measures may include subsoil amendment, or an underdrain located at the top of the storage bed layer to maximize infiltration.

    c. When the measured in-situ infiltration rate is less than 0.24 in/hr., infiltration is deemed impractical, and the use of this BMP is therefore waived. When infiltration is waived, other volume-reducing LID practices must be implemented to the MEP.

        d. Infiltration BMPs shall completely dewater in less than 72 hours, consisting of 24-hour dewatering for the surface volume, and 48-hour dewatering of the void space (soil storage) volume. Water storage/reuse BMPs shall also be designed to fully dewater within 72 hours.

3. Where infiltration facilities are proposed, in-situ infiltration rates must be determined by direct testing, as well as verification that the groundwater depths will not impact the designed infiltration. General infiltration test guidelines are available in the Oakland County Water Resources Commissioner Stormwater Engineering Design Standards.

4. The provided stormwater infiltration practice can be subtracted from the required 100-year detention volume. Upon subtracting the provided Channel Protection Volume from the required 100-year detention volume, the resulting volume cannot be less than the Extended Detention.

5. Channel Protection Rate Control (CPRC) shall be provided for the volume of runoff under post development conditions from a 1.9-inch rainfall event that requires extended detention be provided. The extended detention volume shall be dewatered in not less than 48 hours. The equation to calculate the required Extended Detention (CPVC) Volume is:

    a. Equation to calculate the required Extended Detention (CPVC) Volume: $V_{ED} = 6{,}897 \times C \times A$

        i. C equals the post-development runoff coefficient

        ii. A equals the contributing area in acres

    b. V_{ED} equals the required Extended Detention Volume in cubic feet

6. Water Quality Control (WQC) shall be provided by either reducing the total suspended solids (TSS) in the post development runoff to 80 milligrams per liter or 80% TSS reduction. Infiltration or water reuse BMPs for the area tributary to the CPVC meet the TSS requirement. If any areas on a site plan bypass infiltration BMPs, those areas must receive alternative TSS treatment. In other cases, WQC can be achieved by either a mechanical separator or sediment forebay generated by a 1-year peak flow.

    a. $QWQ = C \times I_1 \times A$

        i. QWQ equals the peak flow rate for mechanical separator design in cubic feet per second

        ii. C equals the post-development runoff coefficient

        iii. I1 equals the rainfall intensity in inches per hour

        iv. A equals the contributing area in acres

    b. $I_1 = 35.44 / (T_C + 9.17)^{.81}$

        i. I_1 equals the rainfall intensity in inches per hour

        ii. T equals the time of concentration (minutes)

    c. $V_{WQ} = 3{,}630 \times C \times A$

        i. V_{WQ} equals water quality volume in cubic feet

        ii. C equals the composite runoff coefficient

        iii. A equals contributing area in acres.

7. Sediment forebay shall be designed with a volume equal to 15% of the Water Quality Volume ($0.15 \times V_{WQ}$) and capture heavy sediment at inlet pipe locations. The required sediment forebay volume is calculated below:

    a. $V_F = 0.15 \times V_{WQ} = 545 \times C \times A$

        i. C equals the post-development runoff coefficient

        ii. A equals the contributing area in acres

        iii. V_{WQ} equals the required water quality volume in cubic feet

    b. $V_{WQ} = 3{,}630 \times C \times A$

        i. V_{WQ} equals water quality volume in cubic feet

ii. C equals the composite runoff coefficient

iii. A equals contributing area in acres.

8. Detention and Flood Control shall be provided to manage the peak 100-year runoff rate either through infiltration or detention basins. The steps to calculate the 100-year detention volume under post-development conditions are listed below.

a. Equation to calculate the variable release rate: QVRR = 1.1055 – 0.206ln (A)

i. QVRR equals the allowable release rate in cubic feet per second per acre

ii. A equals the contributing area in acres

b. The variable release rate is capped at 1.0 cfs per acre for developments 2 acres or less. For all developments equal to or greater than 100 acres, the variable release rate is 0.15 cfs per acre.

c. Equation to calculate the post-development peak flow rate: $Q_{100P} = Q_{VRR} \times A$

i. Q_{100P} equals the allowable 100-year post-development peak flow rate in cubic feet per second

ii. A equals the contributing area in acres

d. Equation to calculate the 100-year peak inflow rate: $Q_{100IN} = C \times I_{100} \times A$

i. Q_{100IN} equals the 100-year post-development peak flow rate in cubic feet per second

ii. C equals the post-development runoff coefficient

iii. I_{100} equals the 100-year peak rainfall intensity in inches per hour

iv. A equals the contributing area in acres

e. Equation to calculate the Storage Curve Factor for the 100-year detention volume:

$R = [0.206 – 0.15\ln(Q_{100P}/Q_{100IN})]$

i. R equals the storage curve factor (dimensionless)

ii. Q_{100P} equals the 100-year post-development peak flow rate in cubic feet per second

iii. Q_{100IN} equals the 100-year post-development peak inflow rate in cubic feet per second

f. Equation to calculate the 100-year runoff volume: $V_{100R} = 18{,}985 \times C \times A$

i. C equals the post-development runoff coefficient

ii. A equals the contributing area in acres

iii. V_{100R} equals the post-development 100-year runoff volume in cubic feet

g. Credits may be applied to the 100-year detention basin size only if the site has provided infiltration BMPs (CPVC).

i. Equation to calculate the volume credit: $V_{100D} = (V_{100R} \times R) – V_{CP-P}$

1. V_{100D} equals the 100-year detention volume in cubic feet

2. V_{100R} equals the 100-year runoff volume in cubic feet

3. R equals the storage curve factor (dimensionless)

4. V_{CP-P} equals the provided infiltration BMPs (CVPC) volume in cubic feet

ii. Under no circumstances shall the adjusted detention basin volume be less than the extended detention volume (V_{ED}).

9. General requirements for Detention and Flood Control are as follows:

a. Approved soil and groundwater conditions must be demonstrated for any infiltration facilities. The permeability of the existing soils must be demonstrated such that percolation of the retained storm water is possible.

b. Detention basins shall be designed to hold run-off from a 100-year frequency storm event. All basins must be permanently stabilized to prevent erosion.

c. All detention basins shall have a positive method in which to be dewatered, such as by gravity flow or pump outlet. Use of a pumped outlet is discouraged. However, if no feasible gravity is available, stormwater pump stations with emergency backup generators may be used.

d. Detention volume on a basin is defined as the volume of detention provided above the invert of the outflow pipe. Any volume provided below the invert of the outflow pipe will not be considered as retention.

e. An irregular basin shape is preferred with flow entering the basin being evenly distributed to minimize stagnant zones. The distance between the inlet and the outlet should be maximized to obtain the greatest flow distance during periods of low flow.

f. Basin side slopes may not exceed 1 foot vertical to 6 feet horizontal for a wet basin or basins with a permanent water feature, and 1 foot vertical to 4 feet horizontal for a dry basin unless fencing is provided. Additional fencing will be required as needed, depending upon basin depth, depth of permanent pool, etc. Fences shall meet the requirements laid out in the building code. Wet retention facilities shall be required to have fences.

g. One foot of freeboard shall be provided above the 100-year stormwater elevation.

h. A primary overflow structure (standpipe or overflow manhole) shall be provided with its rim set at the 100-year storm elevation.

i. For dry basins, the use of swales or berms, on the bottom of the basin, is required to provide positive flow to the outlet.

j. In-line detention basins are strongly discouraged and are prohibited on watercourses having an upstream watershed greater than 2 square miles or on a County Drain. In-line basins are also prohibited if the waterway to be impounded traverses any area outside of the proposed development.

k. All detention basins must have an overflow structure located at the design 100-year storage elevation. This structure will route the stormwater past the restrictor in emergency situations. The overflow must have the capacity to pass the 10-year on-site flow plus the off-site tributary flow.

l. All detention basins must also have an emergency overflow structure or spillway. The emergency overflow invert shall be set at the 100-year elevation plus 0.5 feet and be sized to convey the 100-year peak detention pond inflow rate plus the offsite tributary flow.

m. It is not acceptable to retain water on parking lots in excess of one foot depth. Said depth shall not include curbs.

10. Underground detention facilities may be allowed on sites where traditional stormwater management measures are not feasible. Complete details, calculations and specifications must be submitted for the facility. The underground facility must comply with all standards imposed on traditional facilities; including, but not limited to, a restricted outlet, overflow structure, overflow route, and a perpetual maintenance plan.

(Ord. No. O-99-390, § 1, 1-18-99; Ord. No. O-21-715 , § 1, 11-1-21)

Sec. 18-354. Drainage structures, open channels and/or ditches.

(a) All drainage structures shall be constructed according to the latest issue of standard details and specifications of the state department of transportation.

(b) Minimum size of all manholes and catch basins shall be four feet in diameter, All catch basins shall have a two-foot deep sump. The first catch basin prior to the combined sewer main shall be trapped.

(c) Leaching basins will not be recognized as an acceptable method of providing adequate storm drainage.

(d) Side slopes of all open channels and/or ditches shall be no steeper than one vertical to three feet horizontal.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-355. Operations, maintenance, and submittals.

(a) All stormwater management facilities shall be maintained in proper working condition by the owner of the facility. If, after due notice, a facility is not properly maintained, Oak Park may withhold any other inspections, retain bonds, revoke and/or refuse issuance of occupancy permits, and/or perform the necessary maintenance and assess the cost to the owner. The cost of the work shall be a lien on the property, or pro-rated against the beneficial users of the property, and may be placed on the tax roll and collected as ordinary taxes. The financing requirement shall be stated in the maintenance agreement. Additionally, the City may institute appropriate court action to prohibit further activities upon the site.

(b) The proprietor of a development and/or earth change subject to stormwater management requirements (Sec. 18-353) shall submit a Stormwater Management Operations and Maintenance Agreement to provide the means and assurance that maintenance of stormwater management facilities shall be undertaken.

(c) The Maintenance Agreement shall provide for routine maintenance and emergency maintenance.

(d) The Maintenance Agreement shall be binding on all subsequent owners of land served by the stormwater management and erosion control facilities, and shall be recorded in the land records of Oakland County within thirty (30) days after approval by the City.

(e) Upon substantial completion of the stormwater management facilities and prior to submitting the Notice of Completion described below, the land owner shall submit the Land Use Summary chart, as well as GIS point format data for the following data: development area, site outfalls and points of discharge, drainage areas (including off-site drainage areas), structures, and storm sewer. The Oakland County Water Resources Commissioner Stormwater Engineering Design Standards provides the Land Use Summary chart and a list of GIS shapefiles that should be submitted as part of the Stormwater Management Operations and Maintenance Agreement.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-356. Water mains, fire hydrants and sanitary sewers.

(a) All water mains and appurtenances shall be designed and constructed according to the city engineering division standards. Three sets of sealed water main plans shall be submitted to the city engineering division for submission to the State regulatory agency for their review and approval. Copies of all required permits must be filed with the city before construction commences.

(b) All sanitary sewers and appurtenances shall be designed and constructed according to city engineering division standards. Copies of all required permits must be filed with the city before construction commences.

(c) Except in single family residential areas, no part of any building or structure shall be more than 250 feet from a fire hydrant. This distance shall be measured along the shortest feasible exterior route for laying hose. If the 250 feet limit cannot be met from existing hydrants, additional water mains shall be installed with hydrants spaced no more than 500 feet apart to provide the required coverage. Plans for such additional water mains and appurtenances shall be reviewed and approved by the fire department prior to start of construction.

(d) Water mains will be constructed in easements, and the easements and water main, with appurtenances, shall be dedicated to the city. The minimum easement size shall be 12 feet in width.

(e) Hydrants shall be located at least 50 feet from the exterior wall of the building unless a closer location is allowed by the fire department. Driveways capable of accepting fire department equipment shall be provided adjacent to the hydrants. Hydrants shall be placed no closer than five feet from walls, earth mounds, berms and other such obstructions. Four-inch diameter steel pipes filled with concrete shall be provided in parking lot and drive areas to protect hydrants from damage by vehicular traffic. The arrangement of the pipes is subject to approval by the fire department. The fire department may allow curbing in lieu of the pipes.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-357. Pavement design criteria and construction requirements.

(a) Grades:

(1) Minimum grades on roadways with curb and gutter section shall be four-tenths percent and maximum grade shall be six percent.

(2) Minimum grades in parking lots shall be one percent and maximum six percent.

(3) Vertical curves will be required at all intersection grades where the grade change exceeds one percent.

(b) New road pavements must be designed in accordance with current AASHTO design requirements. New parking lot pavements shall use current MDOT standards for mixes and application rates.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-358. Pavement thickness.

(a) In residential developments, pavements on existing subgrades shall consist of a minimum of the following:

(1) Four inches asphalt pavement on six inches aggregate base with concrete curb and gutter.

(2) Seven inches full depth asphalt pavement with concrete curb and gutter.

(3) Seven inches nonreinforced concrete pavement with integral curb and gutter.

(b) In commercial developments, pavements on existing subgrades shall consist of a minimum of the following:

(1) Nine inches full depth asphalt pavement with concrete curb and gutter.

(2) Nine inches nonreinforced concrete pavement with integral curb and gutter.

(c) All concrete curb and gutter sections shall meet current state department of transportation standards.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-359. Variation.

The city engineer may authorize a variation from these development design standards when it is determined that undue hardship may result from strict compliance. In granting any variations, the city engineer shall accept other methods of accomplishing the intended goals of such standards that are necessary or desirable for the public interest. No variation shall be granted unless the city engineer finds:

(1) There are special circumstances of conditions affecting the land improvement such that a strict application of the provisions of this article would deprive the applicant of reasonable use of the property; and

(2) The variation is necessary for the preservation and enjoyment of the substantial property rights of the applicant and is the minimum variation required; and

(3) The granting of the variation will not be detrimental to the public welfare or injurious to other properties in the area in which the property is situated.

(Ord. No. O-99-390, § 1, 1-18-99)

SECTION 3: Severability.

No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park shall be affected by this ordinance, except as to the above section and in the event any portion, section or subsection of this ordinance shall be held invalid for any reason, such invalidation shall not be construed to affect the validity of any other part or portion of this ordinance or of the Code of Ordinances of the City of Oak Park.

SECTION 4: Effective Date.

This Ordinance shall take effect ten (10) days from the date of its passage and shall be published as required by the Charter of the City of Oak Park

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park, on this day of _____, 2022

_____	_____
T. EDWIN NORRIS	**MARIAN McCLELLAN**
City Clerk	**Mayor**

DIVISION 1. PLAN REVIEW PROCEDURE

Sec. 18-301. General.

(a) *Purpose.* This article has been enacted for the purpose of protecting the public health, safety and general welfare of the residents of the city, and ensuring the orderly growth and harmonious development of the city by requiring:

(1) Adequate and convenient open spaces for traffic, utilities, access of fire fighting equipment, recreation, light, air, privacy and safety from fire hazards.

(2) Establishment of procedures, requirements, fees and standards for the construction of certain land improvements.

(b) *Interpretation.* The provisions of this article shall be construed as the minimum requirements necessary for the preservation of public health, safety and welfare within the city. This article is not intended to repeal, abrogate or supersede any existing regulations of the city, or conflict with any statutes, laws or regulations of the state or Oakland County, except that these regulations shall prevail in cases where these regulations impose a lawful restriction or requirement more severe than existing statutes, laws or regulations. If any section or provision of this article shall be held invalid by a court of competent jurisdiction, this shall not affect the validity of other sections or provisions hereof.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-302. Definitions.

The following definitions apply to the respective terms as they are used in this article:

Department. City of Oak Park ~~Department of Technical and Planning Services~~ Office of the City Engineer.

Grading. Any change or alteration of existing ground surface elevations of a parcel of land by excavation or filling.

Land improvements. Any paving, grading or filling of land, or changing of surface drainage of land, and the construction or installation of any sanitary sewer main, storm sewer main, water main or stormwater retention pond.

Exceptions:

(1) Resurfacing of existing areas that do not affect the course of drainage, as determined by the city engineer.

(2) Residential driveways.

Parcel. A unit of land described by survey of metes and bounds, or identified by sidwell number or lot number in a plat.

Surface drainage. Any stormwater collecting on or flowing over the surface of ground.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-303. Permit required.

No person shall commence land improvements on any parcel of land without having first applied for and received a land improvement construction permit in accordance with this article.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-304. Application for permit.

(a) *Application.* Prior to the construction or installation of land improvements on any parcel of land, the owner of such land, or an agent having the written authorization of the owner, shall submit an application for a land improvement permit with the department. The application shall include an estimate of the costs of the land improvements, the appropriate plan review fee, and plans and specifications in form and number hereinafter specified.

(b) *Plans and specifications.*

(1) The plans and specifications shall be prepared by, and each sheet of the plans signed and sealed by, a professional engineer. Plans detailing parcel surveys must be signed and sealed by a licensed land surveyor.

(2) Plans shall be prepared on ~~600 mm × 900 mm (~~24-inch × 36-inch~~)~~ size sheets and shall generally be drawn to scale of not more than ~~600 meters to the meter (~~50 feet to the inch~~)~~. The drawings shall contain sufficient detail to properly show the proposed locations and methods of construction or grading. The city engineer may require the plans to be drawn to a scale of ~~250 meters to the meter (~~20 feet to the inch~~)~~ when deemed necessary for proper review.

(3) Three complete sets of plans and specifications shall be submitted with the permit application.

(4) After completion of the project, "as-built" plans, in an electronic format and acceptable to the city, must be submitted, showing the exact location of all land improvements prior to final approval of the project by the city. These plans must be prepared and certified by the owner's engineer.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-305. Plan review fee.

A plan review fee shall be required in the amount one and one-half percent of the total estimated cost of improvements, or $500.00, whichever sum is greater, which amount will be used by the city to defray its expenses incurred for engineering review work. Any unused portion of the fee shall be returned to the applicant at the completion of the project.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-306. Duties of department.

Upon receipt of the permit application, plans and specifications, cost estimate and plan review fee, the department shall transmit copies to the appropriate departments for their review.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-307. Review.

The city engineer shall review the plans and specifications, and approve the same if they comply with the city's design and construction standards. In the event any item does not comply with said standards, the plans shall be returned to the land owner or agent, with notations as to any deficiency. The land developer or owner shall resubmit the required number of copies of corrected plans directly to the city engineer. Upon approval of the plans and specifications, the city engineer shall notify the owner, or agent, of such approval.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-308. Issuance of permit.

Following approval of the plans and specifications, a land development construction permit will be issued upon receipt of the following:

(1) Inspection fees, as required herein.

(2) Performance bond, if applicable.

(3) Approvals and/or permits from other governmental agencies having jurisdiction, if applicable.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-309. Inspection.

No land improvements shall be undertaken without city inspection. Any facilities installed without inspection may be required to be removed and reinstalled at the owner's expense, with proper city inspection.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-310. Inspection fees.

Inspection fees shall be deposited with the city in the following amounts, to cover the inspection costs, and any unused portion shall be returned to the applicant at the completion of the project:

(1) On projects less than $100,000.00, the deposit shall be five percent of the total estimated cost.

(2) On projects of $100,000.00 or more, the deposit shall be three and one-half percent of the total estimated cost.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-311. Performance bond.

The owner or contractor shall post a performance bond in the name of the city and guaranteeing completion of land improvements. The amount of the bond shall be equal to the construction cost.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-312. Penalties.

Any person or persons who shall violate any of the provisions of this article, on conviction hereof, shall be punished by a fine not to exceed $500.00 or imprisonment not to exceed 90 days, or both such fine and imprisonment, at the discretion of the court.

(Ord. No. O-99-390, § 1, 1-18-99)

Secs. 18-313—18-350. Reserved.

DIVISION 2. LAND IMPROVEMENT DESIGN AND CONSTRUCTION STANDARDS

Sec. 18-351. Grading and surface drainage plans.

(a) All fill brought on to the site or used for backfill shall be clean, inert granular or cohesive soil as approved by the City Engineer. Building debris, broken concrete, organic materials or other objectionable materials will not be allowed to be dumped on the site being filled.

(b) In order to provide effective erosion and sediment control without impeding surface water flow, practical combinations of the following technical principles shall be applied to the erosion control aspects of the grading plan:

(1) If required, an Oakland County soil and erosion control permit shall be obtained through the Oakland County Drain Commissioner's Office and a copy submitted to the department prior to the start of construction. All applicable Oakland County soil and erosion control standards shall be applied and adhered to during construction.

(2) The smallest practical area of land shall be exposed at any one time during development.

(3) When land is exposed during development, the exposure shall be kept to the shortest practical period of time.

(4) Temporary vegetation and/or mulching shall be used to protect critical areas exposed during development.

(5) Sediment basins (debris basins or silt traps) shall be installed and maintained to remove sediment from runoff waters from land undergoing development.

(6) Provision shall be made to effectively accommodate the increased runoff caused by changed soil and surface conditions after the development.

(7) The permanent final vegetation and structures shall be installed as soon as practical in the development.

(8) The development plan shall be fitted to the topography and soil so as to create the least erosion potential.

(9) Wherever feasible, natural vegetation shall be retained and protected.

(10) Asphalt, paved or grass covered areas shall have minimum general slope of one percent with specific water carrying swales having a minimum slope of four-tenths percent.

(11) Concrete paved surfaces shall have a minimum slope of four-tenths percent.

(12) All project areas shall drain stormwaters to ~~suitable~~ approved inlet structures which will prevent such stormwater from flowing across adjacent private property and prevent damage to both private and public properties.

(13) No person shall interfere with or obstruct the flow of surface water over easements for public utilities, or impede the flow of surface water across private property, in a manner different from the approved grading plan and drainage pattern.

(14) Prior to the issuance of a certificate of occupancy, a grading survey, prepared and signed by a registered civil engineer or land surveyor, shall be submitted to the department attesting to the fact that the site is graded in accordance with the drainage pattern approved at the time of issuance of the land improvement construction permit. This may be submitted as part of the "as-built" construction drawings.

(15) If a building, land or structure is rendered suitable for occupancy during that season of the year when weather conditions make finish grading unfeasible, a temporary certificate of occupancy may be issued and the date for completion of grading shall be indicated on the temporary certificate of occupancy or its related documents. A surety bond, letter of credit or cash deposit in an amount set by the city engineer shall be deposited with the department to ensure completion of the grading and submission of the required survey at a later date.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-352. Storm sewer system and ~~retention basin~~ design criteria and construction requirements.

The developer's engineer must submit copies of all design, data together with plans for any storm ~~drainage~~ water management system. Determination of surface runoff and sizing of sewer system pipes, culverts, and open channels shall be as follows.

(1) All storm drain systems shall be designed to carry maximum anticipated storm runoff flowing full from the entire contributing acreage.

(2) The "rational method" of design shall be used to determine design flow.

(3) The ten-year storm frequency of ~~I=175/(T+25)~~ $I=50.12/(T+9.17)^{0.81}$ shall be used.

(4) A ~~realistic~~ calculated coefficient runoff shall be used based upon the imperviousness of the contributing acreage.

(5) An initial time of concentration (T) of 20 minutes for the farthest upstream inlet will be used for residential developments and 15 minutes for commercial or industrial developments. For sites less than 5 acres, an initial time of concentration of 10 minutes will be used. ~~shall be used for all developments.~~

(6) The minimum full flow velocity through pipes shall be two and one-half (2.5) feet per second. The maximum full flow velocity shall be ~~eight~~ ten (10) feet per second.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-353. Stormwater ~~retention~~ storage, infiltration, and water quality control facilities.

The current "Oakland County Stormwater Engineering Design Standards" as amended from time to time, are hereby adopted by the City of Oak Park in this article for the control and treatment of stormwater runoff. This article shall apply to post-construction storm water runoff from new development and redevelopment projects that disturb 0.5 or more acres, including projects less than 0.5 acres that are part of a larger common plan of development, and that discharge to the City's MS4 or sewer system, including projects where the City is the developer.

Calculations of stormwater runoff volumes and peak discharge rates from all contributing areas to storage facilities or other outlets shall be submitted with engineering specifications. Calculations shall be provided for Channel

Protection Volume Control, Channel Protection Rate Control, Extended Detention, Water Quality Control and Detention Flood Control.

1. Channel Protection Volume Control (CPVC) shall be provided to control the post-development runoff volume from a 1.3-inch rainfall event. CPVC shall be provided by infiltration and/or storage/reuse best management practices (BMPs). This may include (but is not limited to) bioretention, rain gardens, bio-swales, pervious pavement, cisterns, green roofs, and infiltration trenches. For water reuse BMPs (i.e., cisterns), water demand (such as gray water or irrigation water) must be established and documented to show adequate drawdown times.

    a. Equation to calculate the required CPVC: $V_{CP-R} = 4{,}719 \times C \times A$

        i. C equals the post development runoff coefficient

        ii. A equals the contributing area in acres

        iii. V_{CP-R} equals the required CPVC volume in cubic feet

2. Where in-situ soil infiltration rates are determined to be less than 0.24 inches per hour and groundwater is less than 2 feet below the bottom of the layer of the proposed BMP, infiltration is deemed impractical and therefore waived. In these cases of poor infiltration rates, other low impact development (LID) practices must be implemented to the MEP. Requirements related to site specific in-situ infiltration rates can be found in the Oakland County Water Resources Commissioner Stormwater Engineering Design Standards.

    a. When the measured in-situ infiltration rate is above 0.5 in/hr., supplemental measures, such as subsoil amendments and/or a perforated underdrain system, are not required.

    b. When the measured in-situ infiltration rate is between 0.24 in/hr. and 0.5 in/hr., soils are marginally suitable for infiltration BMPs, and supplemental measures are required. Supplemental measures may include subsoil amendment, or an underdrain located at the top of the storage bed layer to maximize infiltration.

    c. When the measured in-situ infiltration rate is less than 0.24 in/hr., infiltration is deemed impractical, and the use of this BMP is therefore waived. When infiltration is waived, other volume-reducing LID practices must be implemented to the MEP.

    d. Infiltration BMPs shall completely dewater in less than 72 hours, consisting of 24-hour dewatering for the surface volume, and 48-hour dewatering of the void space (soil storage) volume. Water storage/reuse BMPs shall also be designed to fully dewater within 72 hours.

3. Where infiltration facilities are proposed, in-situ infiltration rates must be determined by direct testing, as well as verification that the groundwater depths will not impact the designed infiltration. General infiltration test guidelines are available in the Oakland County Water Resources Commissioner Stormwater Engineering Design Standards.

4. The provided stormwater infiltration practice can be subtracted from the required 100-year detention volume. Upon subtracting the provided Channel Protection Volume from the required 100-year detention volume, the resulting volume cannot be less than the Extended Detention.

5. Channel Protection Rate Control (CPRC) shall be provided for the volume of runoff under post development conditions from a 1.9-inch rainfall event that requires extended detention be provided. The extended detention volume shall be dewatered in not less than 48 hours. The equation to calculate the required Extended Detention (CPVC) Volume is:

    a. Equation to calculate the required Extended Detention (CPVC) Volume: $V_{ED} = 6{,}897 \times C \times A$

i. C equals the post-development runoff coefficient

ii. A equals the contributing area in acres

b. V_{ED} equals the required Extended Detention Volume in cubic feet

6. Water Quality Control (WQC) shall be provided by either reducing the total suspended solids (TSS) in the post development runoff to 80 milligrams per liter or 80% TSS reduction. Infiltration or water reuse BMPs for the area tributary to the CPVC meet the TSS requirement. If any areas on a site plan bypass infiltration BMPs, those areas must receive alternative TSS treatment. In other cases, WQC can be achieved by either a mechanical separator or sediment forebay generated by a 1-year peak flow.

a. $QWQ = C \times I_1 \times A$

i. QWQ equals the peak flow rate for mechanical separator design in cubic feet per second

ii. C equals the post-development runoff coefficient

iii. I1 equals the rainfall intensity in inches per hour

iv. A equals the contributing area in acres

b. $I_1 = 35.44 / (T_C + 9.17)^{.81}$

i. I_1 equals the rainfall intensity in inches per hour

ii. T equals the time of concentration (minutes)

c. $V_{WQ} = 3{,}630 \times C \times A$

i. V_{WQ} equals water quality volume in cubic feet

ii. C equals the composite runoff coefficient

iii. A equals contributing area in acres.

7. Sediment forebay shall be designed with a volume equal to 15% of the Water Quality Volume ($0.15 \times V_{WQ}$) and capture heavy sediment at inlet pipe locations. The required sediment forebay volume is calculated below:

a. $V_F = 0.15 \times V_{WQ} = 545 \times C \times A$

i. C equals the post-development runoff coefficient

ii. A equals the contributing area in acres

iii. V_{WQ} equals the required water quality volume in cubic feet

b. $V_{WQ} = 3{,}630 \times C \times A$

i. V_{WQ} equals water quality volume in cubic feet

ii. C equals the composite runoff coefficient

iii. A equals contributing area in acres.

8. Detention and Flood Control shall be provided to manage the peak 100-year runoff rate either through infiltration or detention basins. The steps to calculate the 100-year detention volume under post-development conditions are listed below.

a. Equation to calculate the variable release rate: $QVRR = 1.1055 - 0.206\ln(A)$

i. QVRR equals the allowable release rate in cubic feet per second per acre

ii. A equals the contributing area in acres

b. The variable release rate is capped at 1.0 cfs per acre for developments 2 acres or less. For all developments equal to or greater than 100 acres, the variable release rate is 0.15 cfs per acre.

c. Equation to calculate the post-development peak flow rate: $Q_{100P} = Q_{VRR} \times A$

i. Q_{100P} equals the allowable 100-year post-development peak flow rate in cubic feet per second

ii. A equals the contributing area in acres

d. Equation to calculate the 100-year peak inflow rate: $Q_{100IN} = C \times I_{100} \times A$

i. Q_{100IN} equals the 100-year post-development peak flow rate in cubic feet per second

ii. C equals the post-development runoff coefficient

iii. I_{100} equals the 100-year peak rainfall intensity in inches per hour

iv. A equals the contributing area in acres

e. Equation to calculate the Storage Curve Factor for the 100-year detention volume:

$R = [0.206 - 0.15\ln(Q_{100P}/Q_{100IN})]$

i. R equals the storage curve factor (dimensionless)

ii. Q_{100P} equals the 100-year post-development peak flow rate in cubic feet per second

iii. Q_{100IN} equals the 100-year post-development peak inflow rate in cubic feet per second

f. Equation to calculate the 100-year runoff volume: $V_{100R} = 18{,}985 \times C \times A$

i. C equals the post-development runoff coefficient

ii. A equals the contributing area in acres

iii. V_{100R} equals the post-development 100-year runoff volume in cubic feet

g. Credits may be applied to the 100-year detention basin size only if the site has provided infiltration BMPs (CPVC).

i. Equation to calculate the volume credit: $V_{100D} = (V_{100R} \times R) - V_{CP-P}$

1. V_{100D} equals the 100-year detention volume in cubic feet

2. V_{100R} equals the 100-year runoff volume in cubic feet

3. R equals the storage curve factor (dimensionless)

4. V_{CP-P} equals the provided infiltration BMPs (CVPC) volume in cubic feet

ii. Under no circumstances shall the adjusted detention basin volume be less than the extended detention volume (V_{ED}).

9. General requirements for Detention and Flood Control are as follows:

a. Approved soil and groundwater conditions must be demonstrated for any infiltration facilities. The permeability of the existing soils must be demonstrated such that percolation of the retained storm water is possible.

b. Detention basins shall be designed to hold run-off from a 100-year frequency storm event. All basins must be permanently stabilized to prevent erosion.

c. All detention basins shall have a positive method in which to be dewatered, such as by gravity flow or pump outlet. Use of a pumped outlet is discouraged. However, if no feasible gravity is available, stormwater pump stations with emergency backup generators may be used.

d. Detention volume on a basin is defined as the volume of detention provided above the invert of the outflow pipe. Any volume provided below the invert of the outflow pipe will not be considered as retention.

e. An irregular basin shape is preferred with flow entering the basin being evenly distributed to minimize stagnant zones. The distance between the inlet and the outlet should be maximized to obtain the greatest flow distance during periods of low flow.

f. Basin side slopes may not exceed 1 foot vertical to 6 feet horizontal for a wet basin or basins with a permanent water feature, and 1 foot vertical to 4 feet horizontal for a dry basin unless fencing is provided. Additional fencing will be required as needed, depending upon basin depth, depth of permanent pool, etc. Fences shall meet the requirements laid out in the building code. Wet retention facilities shall be required to have fences.

g. One foot of freeboard shall be provided above the 100-year stormwater elevation.

h. A primary overflow structure (standpipe or overflow manhole) shall be provided with its rim set at the 100-year storm elevation.

i. For dry basins, the use of swales or berms, on the bottom of the basin, is required to provide positive flow to the outlet.

j. In-line detention basins are strongly discouraged and are prohibited on watercourses having an upstream watershed greater than 2 square miles or on a County Drain. In-line basins are also prohibited if the waterway to be impounded traverses any area outside of the proposed development.

k. All detention basins must have an overflow structure located at the design 100-year storage elevation. This structure will route the stormwater past the restrictor in emergency situations. The overflow must have the capacity to pass the 10-year on-site flow plus the off-site tributary flow.

l. All detention basins must also have an emergency overflow structure or spillway. The emergency overflow invert shall be set at the 100-year elevation plus 0.5 feet and be sized to convey the 100-year peak detention pond inflow rate plus the offsite tributary flow.

m. It is not acceptable to retain water on parking lots in excess of one foot depth. Said depth shall not include curbs.

10. Underground detention facilities may be allowed on sites where traditional stormwater management measures are not feasible. Complete details, calculations and specifications must be submitted for the facility. The underground facility must comply with all standards imposed on traditional facilities; including, but not limited to, a restricted outlet, overflow structure, overflow route, and a perpetual maintenance plan.

~~(a) On-site stormwater retention will be required if the storm drainage outlet is incapable of handling the developed runoff.~~

~~(b) The allowable outflow from a site or retention basin shall be restricted to an agricultural rate of runoff, defined in the city engineering standards.~~

~~(c) The volume of retention provided must be equal to or in excess of that required by the Yrjanainen Method for the ten-year frequency storm. See city engineering standards for equations for a ten-year frequency storm.~~

~~(d) All retention basins shall have a positive method in which to be de-watered, such as by gravity flow or pump outlet.~~

~~(e) Retention volume on a gravity outflow retention basin is defined as the volume of detention provided above the invert of the outflow pipe. Any volume provided below the invert of the outflow pipe will not be considered as retention.~~

~~(f) Retention volume must be provided for all acreage contributing to the retention basin, including that acreage offsite.~~

~~(g) Retention may be provided by either an in-line or off-line retention basin.~~

~~(h) All in-line basins must have a control structure capable of passing the upstream ten-year stormflow.~~

~~(i) Provisions for maintenance of the retention basin shall be made by the developer with the property owner or owners. The city will not accept responsibility for the maintenance of any retention basin.~~

~~(j) All retention basins must have provision for an overflow.~~

~~(k) The bottom of all retention basins shall be graded in such a manner as to provide positive flow to the pump or pipe outlet.~~

~~(l) One foot of freeboard shall be provided above the ten-year stormwater elevation.~~

~~(m) Fencing will be required as needed, depending upon basin depth, steepness of side slopes, etc.~~

~~(n) All retention basins must be permanently stabilized to prevent erosion.~~

~~(o) It is not acceptable to retain water on parking lots in excess of 0.3048 meters (one foot) depth. Said depth shall not include curbs.~~

(Ord. No. O-99-390, § 1, 1-18-99; Ord. No. O-21-715 , § 1, 11-1-21)

Sec. 18-354. Drainage structures, open channels and/or ditches.

(a) All drainage structures shall be constructed according to the latest issue of standard details and specifications of the state department of transportation.

(b) Minimum size of all manholes and catch basins shall be ~~one and two-tenths meters (~~four feet~~)~~ in diameter, All catch basins shall have a ~~six-tenth-meter (~~two-foot~~)~~ deep sump. The first catch basin prior to the combined sewer main shall be trapped.

(c) Leaching basins will not be recognized as an acceptable method of providing adequate storm drainage.

(d) Side slopes of all open channels and/or ditches shall be no steeper than one vertical to ~~four~~ three feet horizontal.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-355. Operations, maintenance, and submittals.

(a) All stormwater management facilities shall be maintained in proper working condition by the owner of the facility. If, after due notice, a facility is not properly maintained, Oak Park may withhold any other inspections, retain bonds, revoke and/or refuse issuance of occupancy permits, and/or perform the necessary maintenance and assess the cost to the owner. The cost of the work shall be a lien on the property, or pro-rated against the beneficial users of the property, and may be placed on the tax roll and collected as ordinary taxes. The financing requirement shall be stated in the maintenance agreement. Additionally, the City may institute appropriate court action to prohibit further activities upon the site.

(b) The proprietor of a development and/or earth change subject to stormwater management requirements (Sec. 18-353) shall submit a Stormwater Management Operations and Maintenance Agreement to provide the means and assurance that maintenance of stormwater management facilities shall be undertaken.

(c) The Maintenance Agreement shall provide for routine maintenance and emergency maintenance.

(d) The Maintenance Agreement shall be binding on all subsequent owners of land served by the stormwater management and erosion control facilities, and shall be recorded in the land records of Oakland County within thirty (30) days after approval by the City.

(e) Upon substantial completion of the stormwater management facilities and prior to submitting the Notice of Completion described below, the land owner shall submit the Land Use Summary chart, as well as GIS point format data for the following data: development area, site outfalls and points of discharge, drainage areas (including off-site drainage areas), structures, and storm sewer. The Oakland County Water Resources Commissioner Stormwater Engineering Design Standards provides the Land Use Summary chart and a list of GIS shapefiles that should be submitted as part of the Stormwater Management Operations and Maintenance Agreement.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-3565. Water mains, fire hydrants and sanitary sewers.

(a) All water mains and appurtenances shall be designed and constructed according to the city engineering division standards. ~~Ten~~ Three sets of sealed water main plans shall be submitted to the city engineering division for submission to the ~~Detroit Water and Sewerage Department~~ State regulatory agency for their review and approval. Copies of all required permits must be filed with the city before construction commences.

(b) All sanitary sewers and appurtenances shall be designed and constructed according to city engineering division standards. Copies of all required permits must be filed with the city before construction commences.

(c) Except in single family residential areas, no part of any building or structure shall be more than ~~76.2 meters (~~250 feet~~)~~ from a fire hydrant. This distance shall be measured along the shortest feasible exterior route for laying hose. If the ~~76.2 meters (~~250 feet limit~~)~~ cannot be met from existing hydrants, additional water mains shall be installed with hydrants spaced no more than ~~152.4 meters (~~500 feet~~)~~ apart to provide the required coverage. Plans for such additional water mains and appurtenances shall be reviewed and approved by the fire department prior to start of construction.

(d) Water mains will be constructed in easements, and the easements and water main, with appurtenances, shall be dedicated to the city. The minimum easement size shall be 12 feet in width.

(e) Hydrants shall be located at least ~~15.24 meters (~~50 feet~~)~~ from the exterior wall of the building unless a closer location is allowed by the fire department. Driveways capable of accepting fire department equipment shall be provided adjacent to the hydrants. Hydrants shall be placed no closer than ~~1.524 meters (~~five feet~~)~~ from walls, earth mounds, berms and other such obstructions. Four-inch diameter steel pipes filled with concrete shall be provided in parking lot and drive areas to protect hydrants from damage by vehicular traffic. The

arrangement of the pipes is subject to approval by the fire department. The fire department may allow curbing in lieu of the pipes.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-357~~6~~. Pavement design criteria and construction requirements.

(a) Grades:

(1) Minimum grades on roadways with curb and gutter section shall be four-tenths percent and maximum grade shall be six percent.

(2) Minimum grades in parking lots shall be one percent and maximum six percent.

(3) Vertical curves will be required at all intersection grades where the grade change exceeds one percent.

(b) ~~All~~ New road pavements must be designed in accordance with current AASHTO design requirements. New parking lot pavements shall use current MDOT standards for mixes and application rates.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-358~~7~~. Pavement thickness.

(a) In residential developments, pavements on existing subgrades shall consist of a minimum of the following:

(1) ~~100 mm (~~fFour inches~~)~~ asphalt pavement on ~~150 mm (~~six inches~~)~~ aggregate base with concrete curb and gutter.

(2) ~~175 mm (~~sSeven inches~~)~~ full depth asphalt pavement with concrete curb and gutter.

(3) ~~175 mm (~~sSeven inches~~)~~ nonreinforced concrete pavement with integral curb and gutter.

(b) In commercial developments, pavements on existing subgrades shall consist of a minimum of the following:

(1) ~~225 mm (~~nNine inches~~)~~ full depth asphalt pavement with concrete curb and gutter.

(2) ~~225 mm (~~nNine inches~~)~~ nonreinforced concrete pavement with integral curb and gutter.

(c) All concrete curb and gutter sections shall meet current state department of transportation standards.

(Ord. No. O-99-390, § 1, 1-18-99)

Sec. 18-359~~8~~. Variation.

The city engineer may authorize a variation from these development design standards when it is determined that undue hardship may result from strict compliance. In granting any variations, the city engineer shall accept other methods of accomplishing the intended goals of such standards that are necessary or desirable for the public interest. No variation shall be granted unless the city engineer finds:

(1) There are special circumstances of conditions affecting the land improvement such that a strict application of the provisions of this article would deprive the applicant of reasonable use of the property; and

(2) The variation is necessary for the preservation and enjoyment of the substantial property rights of the applicant and is the minimum variation required; and

(3) The granting of the variation will not be detrimental to the public welfare or injurious to other properties in the area in which the property is situated.

(Ord. No. O-99-390, § 1, 1-18-99)

BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: October 3, 2022

SUBJECT: Traffic Control Order 160 Sec 1.30

DEPARTMENT: Public Safety

SUMMARY: Public Safety has received numerous parking complaints from several residents who reside on Harding Court regarding the Harding Court Tot Lot Park (located at far northern end of Harding Court). For years citizens have parked their vehicles in the court area of the park, partially blocking the roadway and creating safety hazards for those who use this recreational space for young children, etc. This area was not designed to accommodate parking for those who choose to use it for this purpose. This small neighborhood park was mainly designed to accommodate pedestrian traffic, not vehicular traffic. Allowing vehicles to park in this area has not only created roadway access issues but also serious concern for pedestrian safety.

FINANCIAL STATEMENT: NA.

RECOMMENDED ACTION: City Council to approve Traffic Control Order 160 Sec 1.30, prohibiting parking at the Harding Court Tot Lot and erecting No Parking signage in front of the partial parking spaces on the east and west sides of the park. In addition to removing the "No Overnight Parking" signage from behind the Harding Tot Lot sign and replacing it with No parking signage.

EXHIBIT: Current photographs of the Harding Court Tot Lot area.

APPROVALS:

City Manager: ET

Department Director: _____

Director of Finance: _____

Budgeted: ☐ NA

Reply all Delete Report ...

Tot Lot Park

SC **Stevie Cooper**
To: Stevie Cooper

Tue 9/27/2022 9:58 AM

Reply all Delete Report ...

Tot Lot Park

SC **Stevie Cooper**
To: Stevie Cooper

Tue 9/27/2022 10:04 AM

Sent from my iPhone

Reply Forward