

Oak Park City Council Agenda

June 7, 2022





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

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 May 16, 2022
- B. Recycling and Environmental Conservation Commission Meeting Minutes of March 17, 2022
- C. Corridor Improvement Authority Board Meeting Minutes of April 21, 2022
- D. Beautification Advisory Commission Meeting Minutes of April 19, 2022
- E. Payment request for OHM Advisors in the total amount of \$30,998.25
- F. Final Payment Application No. 5 for the 2020 Miscellaneous Concrete Project, M-714
- G. Payment Application No. 1 for the 2021 Sidewalk Replacement Project, M-713
- H. Payment Application No. 2 and Change Order No. 1 for the 2022 Joint and Crack Sealing Project, M-734
- I. Payment Application No. 3 for the 2021 Sewer & Catch Basin Cleaning and TV Inspection Project, M-728
- J. Payment of invoice from SmithGroup for Parks and Recreation Master Plan Update and Comprehensive Asset Management Contract
- K. Licenses New and Renewals submitted for June 7, 2022

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS:

- A. Farmer's Market Presentation

8. PUBLIC HEARINGS: None

9. COMMUNICATIONS: None

10. SPECIAL LICENSES:

- A. Request for a Special Event License and waiver of fee submitted by Samuel Pollak, 24040 Geneva, for the East Oak Park Block Club Neighborhood party to be held in Best Park on July 23, 2022
- B. Request for a Special Event License and waiver of fee submitted by First Baptist Church of Oak Park, 24201 Coolidge Hwy, for a Community Outreach Event to be held July 9, 2022

11. ACCOUNTING REPORTS:

- A. Approval for payment of an invoice submitted by Howard L. Shifman, P.C., for legal services retainer for July 1, 2022 – September 30, 2022 in the total amount of \$18,000.00

12. **BIDS:** None

13. **ORDINANCES:**

- A. First reading of an ordinance to amend Chapter 82, Utilities, of the Code of Ordinances of the City of Oak Park, Michigan, by amending Section 82-311 thereof
- B. First Reading of an ordinance to amend Article 2, Zoning Districts and Article 2, Approval Procedures of Appendix A, Zoning Code of Ordinances of the City of Oak Park by amending Article 2, Division 3; Article 2, Division 4; Article 5, Division 3 thereof

14. **CITY ATTORNEY:**

15. **CITY MANAGER:**

Administration

- A. Resolution in Support of Accepting Michigan Department of Natural Resources Land and Water Conservation Fund Grant
- B. Raise flag request submitted by State Representative Regina Weiss

Finance

- C. Quarterly Investment Report for period ending 3/31/2022
- D. Quarterly Budget to Actual Report for period ending 3/31/2022
- E. Resolution approving requested Budget Amendment #2022-3 for period ending 3/31/22

Technical & Planning/Engineering

- F. Proposed payment request and change order for Engineering Consulting Services by OHM Advisors in the total amount of \$89,975.00
- G. Resolution in support of the Local Road Improvement Matching Fund Program

Department of Public Works

- H. Request authorization to purchase three vehicles to be assigned to the Public Works Department
- I. Proposal for professional services to provide GPS/GIS services as part of the Drinking Water Asset Management (DWAM) Grant

Economic Development

- J. Approve the recommendation to select FPJ Investment, LLC as the selected bidder as the developer for the 2022 tax foreclosures

Communications

- K. Event and Activity Update

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
May 16, 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

ABSENT: Council Member Radner

OTHERS

PRESENT: City Manager Tungate, City Clerk Norris, City Attorney Duff

APPROVAL OF AGENDA:

**CM-05-168-22 (AGENDA ITEM #4) ADOPTION OF THE AGENDA AS AMENDED
– APPROVED**

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the agenda with the following addition:

- Add Item #15A - Resolution supporting the application to the Michigan Economic Development Corporation (MEDC) for a Revitalization and Placemaking Grant.

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

MOTION DECLARED ADOPTED

CONSENT AGENDA:

CM-05-169-22 (AGENDA ITEM #5A-J) CONSENT AGENDA - APPROVED

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

- A. Regular City Council Meeting Minutes of May 2, 2022 **CM-05-170-22**
- B. Special City Council Meeting Minutes of April 25, 2022 **CM-05-171-22**
- C. Special City Council Meeting Minutes of April 26, 2022 **CM-05-172-22**
- D. Parks and Recreation Commission Meeting Minutes of February 16, 2022 **CM-05-173-22**
- E. Request to move the Tuesday, June 21, 2022 City Council Meeting to Monday, June 20, 2022 **CM-05-174-22**
- F. Request to approve Payment Application No. 2 for the 2021 Greenfield Fence Project, M-735 to Michigan Fence Outlet of Macomb, Michigan in the amount of \$36,225.00 **Removed from the Consent Agenda by Mayor McClellan**

- G. Request to approve Payment Application No. 2 for the 2021 Miscellaneous Concrete Project, M-727 to Mattioli Cement Company of Fenton, Michigan in the amount of \$226,513.00
- H. Planning Commission Meeting Minutes of April 11, 2022 **CM-05-174A-22**
- I. Request to appoint David DeCoster as the representative and Scott LeMarbe as the alternate representative to the SOCRRA Board for the fiscal year beginning July 1, 2022
CM-05-175-22
- J. Licenses New and Renewals submitted for May 16, 2022 **CM-05-176-22**

**MERCHANT'S LICENSES – May 16, 2022
(Subject to All Departmental Approvals)**

<u>NEW MERCHANT</u>	<u>ADDRESS</u>	<u>FEE</u>	<u>BUSINESS TYPE</u>
None			
<u>RENEWALS (2022)</u>	<u>ADDRESS</u>	<u>FEE</u>	
AUTO METAL CRAFT	10240 CAPITAL AVE	\$150.00	PROTOTYPE STAMPINGS
AUTO METAL CRAFT	12741 CAPITAL AVE	\$150.00	PROTOTYPE STAMPINGS
A R TELLECOMMUNICATIONS	13200 CAPITAL AVE # 100	\$225.00	OFFICE / WAREHOUSE
SPECIALTIES SHOWROOM	21750 COOLIDGE HWY	\$150.00	
SPECIALTIES SHOWROOM	21760 COOLIDGE HWY	\$150.00	WAREHOUSE
MOTOR CITY TAX	22128 COOLIDGE HWY	\$225.00	TAX PREPARATION OFFICE
ARKK ENGINEERING	14253 W ELEVEN MILE	\$225.00	SYSTEM DESIGN
EMAGINATIONS	21700 GREENFIELD # 123	\$225.00	
DELUXE DENTAL	23350 GREENFIELD # 100	\$150.00	DENTAL OFFICE
FEDEX OFFICE #1693	24760 GREENFIELD	\$225.00	
PREMIER TUXEDO	25234 GREENFIELD	\$225.00	TUXEDO RENTAL
KRAVINGS	25270 GREENFIELD	\$150.00	KOSHER SUSHI, BURGER, DELI
CARE PLUS PHARMACY	25290 GREENFIELD	\$225.00	PHARMACY
PIK NIK BASKET	8511 W NINE MILE RD	\$150.00	RESTAURANT / CARRY-OUT
OAK PARK MEDICAL CENTER	15300 W NINE MILE RD	\$150.00	MEDICAL CENTER
MURRAY'S WORLDWIDE	21930 WYOMING	\$225.00	WAREHOUSE/DISTRIBUTOR

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

MOTION DECLARED ADOPTED

CM-05-177-21 (AGENDA ITEM #5F) REQUEST TO APPROVE PAYMENT APPLICATION NO. 2 FOR THE 2021 GREENFIELD FENCE PROJECT, M-735 TO MICHIGAN FENCE OUTLET OF MACOMB, MICHIGAN IN THE AMOUNT OF \$36,225.00 - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve Payment Application No. 2 for the 2021 Greenfield Fence Project, M-735 to Michigan Fence Outlet of Macomb, Michigan in the amount of \$36,225.00.

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

MOTION DECLARED ADOPTED

Mayor McClellan asked about the progress and timing of the project. DPW Director DeCoster indicated the project consists of fencing for the dog park that is nearly complete and fencing along Greenfield Rd. that should begin in June.

RECOGNITION OF VISITING ELECTED OFFICIALS: None

SPECIAL RECOGNITION/PRESENTATIONS:

(AGENDA ITEM #7A) Proclamation. Mayor McClellan presented a proclamation declaring June 3, 2022 as National Gun Violence Awareness Day in Oak Park

(AGENDA ITEM #4A) Annual Budget Presentation. City Manager Tungate presented the Fiscal Year 2022-2023 Budget and discussed projections for Fiscal Years 2023-24 and 2024-25.

PUBLIC HEARINGS:

(AGENDA ITEM #4B) Public Hearing to receive citizen comments regarding proposed Fiscal Year 2022-2023 Budget and property tax millage rates.

Mayor McClellan opened the Public Hearing regarding the proposed Fiscal Year 2022-2023 Budget and Property Tax Millage Rates at 7:40 p.m. Dana Braxton, 21600 Kipling, spoke about attracting small business to Oak Park, Don Jones, 24660 Westhampton, spoke about non-motorized transportation improvements that are needed throughout the City and Ken Sherman, 23840 Jerome, spoke about the proposed development of the former WWJ site. The hearing was closed at 7:45 p.m.

CM-05-178-21 (AGENDA ITEM #8B) RESOLUTION ADOPTING THE FISCAL YEAR 2022-2023 BUDGET AND MILLAGE RATES AND ACKNOWLEDGING THE MULTI-YEAR BUDGET INCLUDING PROJECTIONS FOR FISCAL YEARS 2023-2024 AND 2024-2025 - APPROVED

Motion by Burns, seconded by Edgar, CARRIED UNANIMOUSLY, to approve the following resolution adopting the Fiscal Year 2022-2023 budget and millage rates and acknowledging the multi-year budget including projections for fiscal years 2023-2024 and 2024-2025:

CITY OF OAK PARK

**GENERAL APPROPRIATIONS ACT RESOLUTION
2022/2023 GENERAL FUND AND SPECIAL FUND BUDGETS**

To approve the following General Appropriations Act Resolution outlining anticipated revenues and expenditures for the fiscal year beginning July 1, 2022 and includes projections for fiscal years 2023-2024 and 2024-2025, in accordance with Section 9.5 of the City Charter and State Act 621:

WHEREAS, the City Manager's recommended budget is based upon the City Council's strategic themes and property tax projections presented to City Council, and

WHEREAS, this budget has incorporated the Capital Improvement Program and was submitted at the Public hearing held on May 16, 2022 and

WHEREAS, pursuant to the Oak Park City Charter, a detailed revenue and expenditure plan has been presented in accordance with all applicable City, State and Federal Statutes, and

WHEREAS, a public hearing was also held on May 16, 2022 on the proposed budget, and

WHEREAS, this budget takes into consideration the City's Multi-Year Budget and financial planning through fiscal-year 2023-2024, and 2024-2025.

NOW, THEREFORE, BE IT RESOLVED, that the fiscal year 2022-2023 attached budget (departmental basis) is adopted and that the City Council acknowledges the Multi-Year Budget, including Projections of Future Fiscal-Years 2023-2024 and 2024-2025 as part of this resolution.

BE IT FURTHER RESOLVED, the City Council's desire is to levy the lowest millage rate possible and reduced the overall millage rate by 1.4158 mills to a total of 32.4383, and

BE IT FURTHER RESOLVED, that these levies are being placed on a diversified tax base that has increased slightly as anticipated in the financial plan, and

BE IT FURTHER RESOLVED, a public hearing was also held on May 16, 2022 on the 2022 millage rates and the 2022-2023 budget,

BE IT FURTHER RESOLVED, that to finance the level of services established for the 2022-2023 fiscal-year, and to meet specific debt obligations of the City that the following millages are authorized to be spread:

TAX RATES:

14.5300	PER \$1,000 TAXABLE VALUATION FOR OPERATION
1.3243	PER \$1,000 TAXABLE VALUATION FOR LIBRARY
1.7904	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY
7.0000	PER \$1,000 TAXABLE VALUATION FOR PUBLIC SAFETY PA 345
0.4439	PER \$1,000 TAXABLE VALUATION FOR RECREATION
3.7112	PER \$1,000 TAXABLE VALUATION FOR DEBT RETIREMENT
1.0157	PER \$1,000 TAXABLE VALUATION FOR HEADLEE OVERRIDE
2.6228	PER \$1,000 TAXABLE VALUATION FOR SOLID WASTE

TOTAL: \$32.4383 PER \$1,000 EQUALIZED VALUATION

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

MOTION DECLARED ADOPTED

CM-05-179-21 (AGENDA ITEM #8C) ADOPTION OF THE FISCAL YEAR 2022-2023 FEE SCHEDULE - APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to adopt the fiscal year 2022-2023 fee schedule as presented.

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

MOTION DECLARED ADOPTED

COMMUNICATIONS: None

SPECIAL LICENSES:

CM-05-180-22 (AGENDA ITEM #10A) SPECIAL EVENT REQUEST – UNIQUELY HAND CRAFTS LLC, 21700 GREENFIELD RD., #235 - LOCAL BUSINESS NETWORKING AND MARKETING EVENT – APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the following Special Event request subject to all departmental approvals:

Name	Event	Fee
Uniquely Hand Crafts LLC 21700 Greenfield	Outdoor Networking and marketing event June 12, 2022 2:00 p.m. – 6:00 p.m.	Application fee paid

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

MOTION DECLARED ADOPTED

CM-05-181-22 (AGENDA ITEM #10B) SPECIAL EVENT REQUEST – DOG AND PONY SHOW BREWING – ONE YEAR IN BUSINESS CELEBRATION – APPROVED

Motion by Burns, seconded by Whitehead, CARRIED UNANIMOUSLY, to approve the following Special Event request subject to all departmental approvals:

Name	Event	Fee
Dog and Pony Show Brewing 14661 W. 11 Mile	Anniversary celebration June 11, 2022 5:00 p.m. – 7:00 p.m.	Application fee paid

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

MOTION DECLARED ADOPTED

ACCOUNTING REPORTS:

CM-05-182-22 (AGENDA ITEM #11A) APPROVAL FOR PAYMENT OF INVOICES SUBMITTED BY GARAN, LUCOW, MILLER, P.C. FOR LEGAL SERVICES IN THE TOTAL AMOUNT OF \$19,422.84 - APPROVED

Motion by Whitehead, seconded by Burns, CARRIED UNANIMOUSLY, to approve payment of invoice #588048, #588049, and #588050 by Garan, Lucow, Miller P.C., for legal services rendered through April 30, 2022 in the total amount of \$19,422.84.

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

MOTION DECLARED ADOPTED

BIDS: None

ORDINANCES: None

CITY ATTORNEY: No Report

CITY MANAGER:

CM-05-183-22 (AGENDA ITEM #15A) Added to the Agenda. REQUEST TO APPROVE SUPPORT FOR THE CITY'S APPLICATION TO MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC) FOR A REVITALIZATION AND PLACEMAKING GRANT - APPROVED

Motion by Edgar, seconded by Burns, CARRIED UNANIMOUSLY, to approve the following resolution supporting the application for the Michigan Economic Development Corporation (MEDC) Revitalization and Placemaking Grant:

CITY OF OAK PARK

RESOLUTION AUTHORIZING THE CITY OF OAK PARK TO APPLY TO THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC) REVITALIZATION AND PLACEMAKING GRANT FOR THE WATER TOWER SOCIAL DISTRICT PROJECT, OAK PARK, MICHIGAN

WHEREAS, the City of Oak Park has conducted public engagement for the design of the Water Tower Social District; and

WHEREAS, this grant addresses the negative economic impacts of the pandemic by investing in projects that promote population and tax revenue growth through the revitalization and repurposing of vacant, underutilized, blighted or historic buildings and investment in place-based infrastructure.

WHEREAS, this grant deploys federal American Rescue Plan funding to support investments that will create the environment necessary to attract and retain talent, add new housing options, enable business creation and attraction and provide resources for Michigan citizens and communities.

WHEREAS, this grant will help local governments avoid budget crises, retain current residents and enhance downtown vitality; and

WHEREAS, this project is within the Corridor Improvement Authority and will assist restaurants, breweries and other businesses within the project area as well as attract new investment and jobs into the mixed-use district; and

WHEREAS, the grant is to assist in improving the Water Tower Social District by creating new public spaces and amenities, adding a mural, improve parking infrastructure, add green infrastructure to reduce stormwater runoff and add electric car charging stations; and

WHEREAS, the City will apply for the Public Space Place-based Infrastructure award; and

BE IT HEREBY RESOLVED, by the Oak Park City Council, that this Resolution authorizes the City of Oak Park to apply to MEDC for a Revitalization and Placemaking Grant for the Water Tower Social District, Oak Park, Michigan.

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

MOTION DECLARED ADOPTED

Economic Development Director Marrone indicated the City of Oak Park has prepared an application to apply for the Michigan Economic Development Corporation (MEDC) Revitalization and Placemaking Grant. This grant will assist in revitalizing the Water Tower Social District and creating additional public gathering spaces. The project also includes adding green infrastructure, electric car charging stations, signage, art, and public amenities. A visioning session was conducted to receive input from the community, neighboring residents and business owners. The final design took their input into consideration.

CALL TO THE AUDIENCE:

Don Jones, 24660 Westhampton, spoke about several ideas for the city to undertake.

Edward Howard, 21630 Kipling, spoke about the water and sewer rate increase.

ADJOURNMENT:

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 8:14 P.M.

T. Edwin Norris, City Clerk

Marian McClellan, Mayor

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
March 17, 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 Public Works Liaison David DeCoster

ABSENT: Council Member Solomon Radner

3. APPROVAL OF THE AGENDA

Moved by Jonathan Nachman, seconded by Steven Gold to approve the agenda.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

4. APPROVAL OF MINUTES:

Motion to approve the minutes of December 16, 2021 by Steven Gold, seconded by Richard Readus.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

5. CONSIDERATION OF OLD BUSINESS

A. Commissions next focus

- Lawn care seminar – Scheduled for April 21, 2022 at 7:00pm
- Rain barrel seminar – City would love to participate – Date to be determined at April meeting.

CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
March 17, 2022

- Michigan Native Flower seminar – Steven gave an update as to his ideas. He spoke with the speaker and is looking for a May seminar day. Possibly hold at Shelter No. 1. Steven to share the speaker's website.
- Dave to provide available meeting dates for May and June.

B. SOCRRA Update

- Dave provided an SOCRRA operational update. A discussion was also held of the GFL service.

C. Commission database was discussed:

- A link will be provided next meeting.

D. An update on commission was provided.

- We do not have new members at this time. Mayor Pro-Tem has been replaced on the Commission with Council member Radner.

6. NEW BUSINESS

A. A tour of the SOCRRA facility was requested.

B. A request was made to produce an insert into the utility bill. The Mayor asked funding for a utility billing insert to be budgeted in the next fiscal year. The commission will discuss at the April meeting.

C. Fourth of July discussion – Parade and Fun Fest

- If any members would like you participate in the parade or staff a booth at Fun Fest, a decision needs to be made at the April meeting.

D. The chairperson led a discussion on new topics

**CITY OF OAK PARK
RECYCLING AND ENVIRONMENTAL CONSERVATION COMMISSION
MEETING MINUTES
March 17, 2022**

E. Dave provided an update on the city's Recreation Master Plan.

7. PUBLIC COMMENTS

- There was no public comment.

8. COMMISSIONER COMMENTS

- Richard brought up the request that the city and schools move to utilizing solar energy.
- Electric vehicles were discussed.
- A reminder that the April meeting is at 6:00pm.

9. ADJOURNMENT

Moved by Steven Gold, seconded by Al Lewis to adjourn the meeting at 8:40 pm.

Vote: Yes: All

No: None

MOTION DECLARED ADOPTED

Minutes prepared by David DeCoster



CITY OF OAK PARK

Corridor Improvement Authority

Mayor
Marian McClellan
Mayor Pro Tem
Julie Edgar
Council Members
Carolyn Burns
Solomon Radner
Shaun Whitehead
City Manager
Erik Tungate

CITY OF OAK PARK CORRIDOR IMPROVEMENT AUTHORITY BOARD MEETING MINUTES APRIL 21, 2022

Meeting was called to order at 12:03 p.m. in the Executive Conference Room, City Hall, 14000 Oak Park Blvd, Oak Park, MI 48237 by Mayor McClellan and roll call was made.

PRESENT: Chairperson Bishai
Board Member DeVergilio
Mayor McClellan
Board Member Jones
Board Member Shamly

ABSENT: Vice Chairperson Attisha
Board Member Peteet

OTHERS PRESENT: Economic Development and Planning Director Kim Marrone
Deputy City Clerk Lisa Vecchio

3. APPROVAL OF AGENDA OF APRIL 21, 2022

MOTION by McClellan, SECONDED by Jones, to approve the agenda for April 21, 2022 as submitted.

VOTE: Yes: All
No: None

MOTION CARRIED

4. APPROVAL OF MINUTES OF MARCH 17, 2022

MOTION by Jones, SECONDED by Shamly, to approve the minutes of March 17, 2022 as submitted.

VOTE: Yes: All
No: None

MOTION CARRIED

5. PUBLIC COMMENT: None

6. UNFINISHED BUSINESS:

A. Budget

The final draft of the budget was presented and discussed among the board. There were no changes proposed.

MOTION by Jones, SECONDED by McClellan, to approve the banner design as presented.

VOTE: Yes: Bishai, DeVergilio, Jones, McClellan, Shamily
 No: None

MOTION CARRIED

7. NEW BUSINESS:

A. Urban Main Meeting Recap

Director Marrone gave a recap of the March 2022 Main Street meeting to include Oak Park's Commercial District Asset Mapping. A report was created after Main Street's workshop with the City on March 7, 2022.

B. District Re-naming consideration

Board Member Jones requested to consider re-naming the "4 Corners" district.

MOTION by Jones to rename "4 Corners" district to "Cool9". There was no second, motion died.

C. Jane Jacobs Memorial Developer of the Decade Award

Board Member Jones requested that the Board consider creating an award to recognize City developers and to get the word out about Urban Main. He welcomed the Board to consider ideas along these lines, determine if they are interested in creating a new award, and present at the next meeting.

8. FINANCIAL REPORT: None

9. BOARD MEMBER COMMENT:

Mayor McClellan mentioned how amazed how she was at the increase in the CIA budget over the years and how exciting it is to be able to achieve so much more and at a high quality.

10. ADJOURNMENT

Chairperson Bishai adjourned the meeting at 12:34 p.m.

Lisa Vecchio, Deputy City Clerk

**BEAUTIFICATION ADVISORY COMMISSION
MEETING MINUTES
APRIL 19, 2022**

PRESENT: Commissioners Lonnie Tabb-Upshaw, Deborah Williamson, Reatha Richmond, Mattie Boykin, Chrystal Wagner, Karen Davis-Harris, Santhia Guinn, DPW Director Dave DeCoster, DPW Administrative Clerk II Tiffany Brown

ABSENT: Commissioners Michella Perry, Idella Bailey, Assistant City Manager Kevin Yee, Council Member Carolyn Burns

GUEST: None

Meeting called to order at 7:03 pm

APPROVAL OF MINUTES: FEBRUARY 15, 2022

MOTION by Guinn, **SECONDED** by Boykin to approve the Beautification Advisory Commission meeting minutes of February 15, 2022 as submitted.

YES: ALL

NO: NONE

Motion carried

CITY LIAISON/CITY COUNCIL COMMUNICATION

Director of Public Work – Dave DeCoster

- Assistant City Manager/DPW Director Kevin Yee is retiring and Dave DeCoster will resume responsibilities as city liaison
- Linear parks installed on nine-mile road; landscaping project has been awarded from Scotia to Rosewood; flower planting will start in May and art pieces have been installed at this location
- Recreation Asset management master plan study; community feedback and hope for city wide engagement for community input via in person and zoom
- Dog Park at Lessenger Park; removed and installed new fencing
- Water main and road construction project at Northend west of Coolidge

OPEN ISSUES

Flower Sale

Fantasy Flowers will provide the flowers for the Flower Sale. The sale will be held on Sunday, May 29th. Members will sign up in the next meeting to work the Flower Sale.

OPEN ISSUES cont'd

Flower Exchange

The Flower Exchange will be held on June 26th. Participants will have the opportunity to exchange plants, flowers, or seeds for other items that they may like. Chairperson Lonnie Tabb-Upshaw will make accommodations with the Recreation department in the event it rains to ensure that there is a space inside the community center.

Fourth of July Parade

The commissioners would like new T-shirts to be purchased and available to wear to participate in the fourth of July parade. It is suggested that each commissioner drives themselves in the parade due to the pandemic. The commissioners also want to pass out candy in this year's parade. DPW Director Dave DeCoster will reach out and get a quote for T-shirts for the commissioners.

MOTION by Williamson, **SECONDED** by Guinn to vote on the color pastel yellow for t-shirts.

YES: ALL

NO: NONE

Motion carried

The city logo will go on the front of the T-shirts, and Beautification Advisory Commission will be on the back of the shirts.

Juneteenth Sponsorship

The commissioners were asked by the Juneteenth ad hoc commission to become sponsors to help support the events of the Juneteenth Celebration that will be held during Summer Blast. The funds would go towards the award recipient for the essay writing contest. Chairperson Lonnie Tabb-Upshaw made a suggestion that the commission be able to donate funds from the commission budget in hopes to support the event. DPW Director Dave DeCoster will look into how the funds are established for the commission. The commission would like to know if they are able to make donations to the commission with the budget. If the commission cannot donate out of their budget, they can choose to make individual donations to support the Juneteenth ad-hoc commission.

Beautification Advisory Commission Meeting Minutes

April 19, 2022

Page 3 of 3

Floral Tea Event

The commission will discuss forming a sub-committee to start planning the annual floral tea event of 2023. Members would like to have a tea event where they would have various tables set up with different types of teas and refreshments. The commission will further discuss details of the event in the next meeting.

General Discussion

None

MOTION made by Guinn, **SECONDED** by WILLIAMSON to adjourn the meeting

YES: ALL

NO: NONE

Motion carried

Meeting adjourned at 8:12 pm, next meeting - Tuesday, May 17, 2022.

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 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
Oak Park AWIA Risk and Resilience ERP	\$1,051.50	\$8,331.75	\$9,383.25	\$26,500.00	592-18-538-930
Stormwater Charge Support	\$1,996.25	\$16,987.25	\$18,983.50	\$19,000.00	592-18-550-801
2025 Oak Park FAC Applications	\$2,259.25	\$0.00	\$2,259.25	N/A	202-18-479-970
Land Improvement Ordinance Revisions	\$397.50	\$2,858.25	\$3,255.75	\$7,000.00	592-18-538-930
8 Mile Booster Station Rehab	\$6,313.25	\$10,224.75	\$16,538.00	\$41,800.00	592-18-538-930
Nine Mile Rd Design Engineering	\$18,980.50	\$0.00	\$18,980.50	\$161,500.00	202-18-479-801
Totals	\$30,998.25	\$38,402.00	\$69,400.25	\$255,800.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$30,998.25. Funding is available in the above listed accounts.

APPROVALS:

City Manager: _____

Department Director: *RMB*

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

**INVOICE**

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

Invoice Date: 02/01/2022
Invoice #: 47945
Project: 0037210061

Project Name: Oak Park AWIA Risk and Resilience and ERP

For Professional Services Rendered Through: January 15, 2022

Professional Services

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Professional Fees	\$26,500.00	\$7,105.25	\$19,394.75	\$1,051.50
Totals	\$26,500.00	\$7,105.25	\$19,394.75	\$1,051.50

Invoice Total	\$1,051.50
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REMIT TO:

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

**INVOICE**

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

Invoice Date: 02/01/2022
Invoice #: 47945
Project: 0037210061

Project Name: Oak Park AWIA Risk and Resilience and ERP

Professional Fees*Professional Services*

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	1.00	185.00	\$185.00
Graduate Engineer III	4.25	138.00	\$586.50
Graduate Engineer III	.50	140.00	\$70.00
Technician III	1.75	120.00	\$210.00
Professional Services Subtotal	7.50		\$1,051.50
Professional Fees Total:	7.50		\$1,051.50

Total Backup: 7.50 \$1,051.50

REMIT TO:

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

**INVOICE**

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

Invoice Date: 02/01/2022
Invoice #: 47946
Project: 0037210071

Project Name: Stormwater Charge Support

For Professional Services Rendered Through: January 15, 2022

Professional Services

Stormwater Charge Support \$1,996.25

Invoice Total \$1,996.25

REMIT TO:

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

**INVOICE**

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

Invoice Date: 02/01/2022
Invoice #: 47946
Project: 0037210071

Project Name: Stormwater Charge Support

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	1.00	185.00	\$185.00
Associate	.75	187.00	\$140.25
Graduate Engineer I	10.50	123.00	\$1,291.50
Graduate Engineer III	2.75	138.00	\$379.50
Professional Services Subtotal	15.00		\$1,996.25

Total Backup:	15.00	\$1,996.25
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REMIT TO:

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

**INVOICE**

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

Invoice Date: 02/01/2022
Invoice #: 48047
Project: 0037210091

Project Name: 2025 Oak Park FAC Apps

For Professional Services Rendered Through: January 15, 2022

Professional Services

2025 Oak Park FAC Apps	\$2,259.25
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Invoice Total	\$2,259.25
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REMIT TO:

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

**INVOICE****CITY OF OAK PARK**

Attn: Kevin Yee, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 02/01/2022

Invoice #: 48047

Project: 0037210091

Project Name: 2025 Oak Park FAC Apps

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Associate	.50	185.00	\$92.50
Graduate Engineer I	2.25	123.00	\$276.75
Professional Engineer/Architect I	13.50	140.00	\$1,890.00
Professional Services Subtotal	16.25		\$2,259.25

Total Backup:	16.25	\$2,259.25
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REMIT TO:
OHM Advisors
34000 Plymouth Road
Livonia, MI 48150
T 734.522.6711
F 734.522.6427
OHM-Advisors.com



INVOICE

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

Invoice Date: 05/19/2022
Invoice #: 51290
Project: 0037220010

Project Name: Oak Park Ordinance

For Professional Services Rendered Through: May 07, 2022

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
Professional Fees	\$7,000.00	\$2,858.25	\$4,141.75	\$397.50
Totals	\$7,000.00	\$2,858.25	\$4,141.75	\$397.50

Invoice Total **\$397.50**

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



INVOICE

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

Invoice Date: 05/19/2022
Invoice #: 51290
Project: 0037220010

Project Name: Oak Park Ordinance

Professional Fees

Professional Services

	Hours	Rate	Amount
Graduate Engineer I	1.50	125.00	\$187.50
Graduate Engineer III	1.50	140.00	\$210.00
Professional Services Subtotal	3.00		\$397.50

Professional Fees Total: 3.00 \$397.50

Total Backup: 3.00 \$397.50

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



INVOICE

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

Invoice Date: 05/19/2022
 Invoice #: 51292
 Project: 0037220030

Project Name: 8 Mile Booster Station Rehab – Phase I

For Professional Services Rendered Through: May 07, 2022

Professional Services

<i>Description</i>	<i>Fee</i>	<i>Prior Billed</i>	<i>Total Available</i>	<i>Current Billing</i>
Engineering Design	\$19,500.00	\$10,224.75	\$9,275.25	\$6,313.25
Permit & Bidding	\$6,000.00	\$0.00	\$6,000.00	\$0.00
Construction Services	\$16,300.00	\$0.00	\$16,300.00	\$0.00
Totals	\$41,800.00	\$10,224.75	\$31,575.25	\$6,313.25

Invoice Total \$6,313.25

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



INVOICE

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

Invoice Date: 05/19/2022
 Invoice #: 51292
 Project: 0037220030

Project Name: 8 Mile Booster Station Rehab – Phase I

Engineering Design

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Graduate Engineer IV	30.25	145.00	\$4,386.25
Professional Engineer/Architect IV	10.25	188.00	\$1,927.00
Professional Services Subtotal	40.50		\$6,313.25
Engineering Design Total:	40.50		\$6,313.25
Total Backup:	40.50		\$6,313.25

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



INVOICE

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

Invoice Date: 05/19/2022
Invoice #: 51291
Project: 0037220021

Project Name: 9 Mile Road - Cloverlawn to Republic

For Professional Services Rendered Through: May 07, 2022

Professional Services

Description	Fee	Prior Billed	Total Available	Current Billing
9 Mile Road - Cloverlawn to Republic	\$161,500.00	\$0.00	\$161,500.00	\$18,980.50

Invoice Total **\$18,980.50**

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



INVOICE

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

Invoice Date: 05/19/2022
Invoice #: 51291
Project: 0037220021

Project Name: 9 Mile Road - Cloverlawn to Republic

Professional Services

	Hours	Rate	Amount
Associate	7.50	187.00	\$1,402.50
Grad. Arch./Landscape Arch. II	.50	115.00	\$57.50
Graduate Engineer II	20.00	135.00	\$2,700.00
Professional Engineer/Architect II	64.00	155.00	\$9,920.00
Professional Engineer/Architect III	.50	170.00	\$85.00
Sr. Associate	14.00	198.00	\$2,772.00
Technician I	.50	87.00	\$43.50
Technician III	16.00	125.00	\$2,000.00
Professional Services Subtotal	123.00		\$18,980.50

Total Backup: **123.00** **\$18,980.50**

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 2022**AGENDA#****SUBJECT:** Proposed Final Payment Application No. 5 for the 2020 Miscellaneous Concrete Project, M-714.**DEPARTMENT:** Technical & Planning– Engineering *KMG***SUMMARY:** Attached are proposed final Payment Application No. 5 for the 2020 Miscellaneous Concrete Project, M-714. This project replaced sections of concrete throughout the City from water main breaks, sewer repairs, failing sections of pavement, etc. This project is 100% complete.**FINANCIAL STATEMENT:**

Original Contract Amount:	\$399,999.42
Proposed Change Order no. 1:	<u>\$ 23,893.08</u>
New Contract Amount:	\$423,892.50
 Total Completed to Date:	 \$423,892.50
Less Retainage:	\$ 0.00
Net Earned:	\$423,892.50
Deductions:	\$ 0.00
Balance:	\$423,892.50
Payments to Date:	<u>\$418,892.50</u>
Amount Due Mattioli Cement Company:	\$ 5,000.00

RECOMMENDED ACTION: It is recommended that final Payment Application no. 5 for the 2020 Miscellaneous Concrete Project, M-714 be approved to Mattioli Cement Company of Fenton, MI for the amount of \$5,000.00. Funding is available in the Local Streets Fund (203-18-479-970) and Water & Sewer Fund (592-18-538-970) for this project.**APPROVALS:**City Manager: _____ Department Director: *RMB*Director of Finance: _____ Legal: *NA*Budgeted: ☐**EXHIBITS:** Payment Application No. 5

PAYMENT APPLICATION

PROJECT: 2020-2021 MISCELLANEOUS CONCRETE PROJECT

OWNER: CITY OF OAK PARK, MICHIGAN

CONTRACTOR: MATTOU CEMENT COMPANY

6085 MCQUIRE ROAD
FENTON, MI 48430

JOB NUMBER: M-714

APPLICATION NO.: PAY 5 (FINAL)

PERIOD ENDING: 5/16/2022

ITEM	DESCRIPTION	ORIGINAL QUANTITY	BID UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT	5,250	SYD	\$10.00	0.00	\$0.00	4,634.45	\$46,344.50
2	COOLIDGE CONCRETE PAVEMENT REMOVAL	20	SYD	\$19.00	0.00	\$0.00	949.44	\$18,039.36
3	CONCRETE PAVT W/INT CURB & GUTTER, 9" CONC.	4,950	SYD	\$55.81	0.00	\$0.00	3,618.45	\$201,945.69
4	COOLIDGE CONCRETE PAVT W/INT CURB & GUTTER 9" CONCRETE	20	SYD	\$55.81	0.00	\$0.00	920.92	\$51,396.55
5	SIDEWALK CONC. NON-REINF 6" SIDEWALK/DRIVE APPROACH	500	SFT	\$6.50	0.00	\$0.00	2,905.42	\$18,885.23
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK	2,000	SFT	\$6.00	0.00	\$0.00	5,503.41	\$33,020.46
7	CONC. PAVT 24" CURB & GUTTER SECTION NON REINF 9" CONC.	50	LFT	\$30.00	0.00	\$0.00	25.00	\$750.00
8	ADJUSTING DRAINAGE STRUCTURES	12	EA	\$150.00	0.00	\$0.00	14.00	\$3,500.00
9	CAST IN PLACE DETECTABLE/TACTILE WARNING SURFACE	100	SFT	\$22.00	0.00	\$0.00	30.00	\$660.00
10	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR LIMESTONE)	4,950	SYD	\$5.50	0.00	\$0.00	3,926.50	\$21,595.75
11	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	100	SYD	\$9.00	0.00	\$0.00	266.94	\$2,402.46
12	COOLIDGE AGG. BASE UNDER 9" CONC (3" 21AA CR LIMESTONE)	20	SYD	\$5.50	0.00	\$0.00	1,740.57	\$9,573.14
13	DRAINAGE STRUCTURE COVER	772	LBS	\$1.76	0.00	\$0.00	1,011.00	\$1,779.36
14	MINOR TRAFFIC DEVICES	1	LSUM	\$2,000.00	0.00	\$0.00	1.00	\$2,000.00
15	COOLIDGE MINOR TRAFFIC DEVICES	1	LSUM	\$2,000.00	0.00	\$0.00	1.00	\$2,000.00
16	PROJECT CLEAN UP	1	LSUM	\$7,000.00	0.00	\$0.00	1.00	\$7,000.00
17	INSPECTION CREW DAYS	20	DAY	\$320.00	0.00	\$0.00	0.00	\$0.00
18	NINE MILE WORK EXTRA	0	LSUM	\$3,000.00	0.00	\$0.00	1.00	\$3,000.00

Period Total Amount:

\$0.00

Amount to Date:

\$423,892.50

Original Contract Amount:

\$399,999.42

Change Order No. 1:

\$23,893.08

\$423,892.50

Earnings This Period:

\$0.00

Total Earnings to Date:

\$423,892.50

Less Retainage:

\$0.00

Net Earned:

\$423,892.50

Deductions:

\$0.00

Balance:

\$423,892.50

Payments to Date:

\$418,892.50

AMOUNT DUE MATTOU CEMENT COMPANY:

\$5,000.00

Accepted By:

Mattoiu Cement Company

Date:

5/25/2022

Approved By:

Kara Wiersma, City Engineer
City of Oak Park, Michigan

Date:

5/26/2022



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2022

AGENDA#

SUBJECT: Payment Application No. 1 for the 2021 Sidewalk Replacement Project, M-713.

DEPARTMENT: Technical & Planning – Engineering KMG

SUMMARY: Attached is Payment Application No. 3 for the 2021 Sidewalk Replacement Project, M-713 by Giorgi Concrete of Detroit, Michigan. This project is part of the City's continual effort to improve the safety of pedestrian walkways in the area shown on the attached map. This project is approximately 22% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$850,873.00
Total Completed to Date:	\$210,698.67
Less Retainage:	\$ 21,069.87
Net Earned:	\$189,628.80
Deductions:	\$ 0.00
Balance:	\$189,628.80
Payments to Date:	\$ 0.00
Amount Due Giorgi Concrete:	\$189,628.80

RECOMMENDED ACTION: It is recommended that Payment Application No. 1 for the 2021 Sidewalk Replacement Project to Giorgi Concrete of Detroit, Michigan be approved for the amount of \$189,628.80. Funding is available in the Sidewalk Program Capital Improvement Fund 451-71-442-970 for this expenditure.

APPROVALS:

City Manager: _____ Department Director: RB

Director of Finance: _____ Legal: NA

Budgeted: ☐

EXHIBITS: Payment Application No. 1, map

PAYMENT APPLICATION

2022 SIDEWALK REPLACEMENT PROJECT

CITY OF OAK PARK, MICHIGAN

CONTRACTOR: GIORGI CONCRETE, LLC
20450 SHERWOOD
DETROIT, MI 48234

JOB NUMBER: 713

APPLICATION NO.: 1

PERIOD ENDING: 5/13/2022

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Remove Concrete Pavement (Modified SP)	12.222	SYD	4,464.88	\$40,183.92	4,464.88	\$40,183.92
2	Sidewalk Conc. Non Reinf. 8" Sidewalk/Drive Approach	600	SFT	0.00	\$0.00	0.00	\$0.00
3	Sidewalk Conc. Non Reinf. 6" Sidewalk/Drive Approach	17,000	SFT	5,717.29	\$30,015.77	5,717.29	\$30,015.77
4	Sidewalk Conc. Non Reinf. 4" Sidewalk	92,000	SFT	29,534.30	\$125,520.78	29,534.30	\$125,520.78
5	Cast in Place Detectable/Tactile Warning Surface	1,100	SFT	370.00	\$7,400.00	370.00	\$7,400.00
6	24" Curb & Gutter Section, Non-Rainf. 7" Conc.	900.00	LFT	0.00	\$0.00	0.00	\$0.00
7	Minor Traffic Device	1.00	LSUM	0.25	\$1,500.00	0.25	\$1,500.00
8	Project Clean up	1.00	LSUM	0.00	\$0.00	0.00	\$0.00
9	Inspection Crew Days	\$320.00	EA	8.00	\$0.00	0.00	\$0.00
10	ADA Rampas Excavation	0.00	SFT	1,086.20	\$1,086.20	1,086.20	\$1,086.20
11	Sidewalk Curb	0.00	LFT	237.00	\$3,792.00	237.00	\$3,792.00
12	Structure Adjustments	\$0.00	EA	4.00	\$1,200.00	4.00	\$1,200.00
Period Total Amount:					\$210,698.67	Amount to Date:	\$216,898.67

Original Contract Amount

\$ 656,873.00

Earnings This Period:

\$210,698.67

Total Earnings to Date:

\$210,698.67

Less Retainage:

\$21,069.87

Net Earned:

\$189,628.80

Deductions:

\$0.00

Balance:

\$189,628.80

Payments to Date:

\$0.00

AMOUNT DUE

\$189,628.80

Accepted By:

Mark Delaney
Giorgi Concrete, LLC

Approved By:

David Williams
David Williams, City Engineer
City of Oak Park, Michigan

Date: 5-24-22

Date: 5/24/22

2021 Sidewalk Replacement Project, M-713



**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 2022**AGENDA#**

SUBJECT: Payment Application No. 2 and Change Order No. 1 for the 2022 Joint and Crack Sealing Project, M-734.

DEPARTMENT: Technical & Planning – Engineering KMG

SUMMARY: Attached is Payment Application No. 2 for the 2022 Joint and Crack Sealing Project, M-734 by Michigan Joint Sealing of Farmington Hills, Michigan. This project is sealing the joints and cracks in the pavement in the areas shown on the attached map. The Change Order will balance the project to zero. This project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$100,179.60
Change Order No. 1	<u>\$ (3,956.72)</u>
New Contract Amount:	\$ 96,222.88
 Total Completed to Date:	 \$ 96,222.88
Less Retainage:	\$ 1,000.00
Net Earned:	\$ 95,222.88
Deductions:	\$ 0.00
Balance:	\$ 95,222.88
Payments to Date:	<u>\$ 49,528.43</u>
Amount Due Michigan Joint Sealing:	\$ 45,694.45

RECOMMENDED ACTION: It is recommended that Payment Application No. 2 and Change Order No. 1 for the 2022 Joint and Crack Sealing Project to Michigan Joint Sealing of Farmington Hills, Michigan be approved for the amount of \$45,694.45. Funding is available in the Local Streets Fund 203-18-479-970 for this expenditure.

APPROVALS:

City Manager: _____ Department Director: _____

Director of Finance: _____ Legal: NA

Budgeted: ☐

EXHIBITS: Payment Application No. 2, Change Order No. 1, map

PAYMENT APPLICATION

PROJECT: 2022 JOINT & CRACK SEALING PROJECT
 OWNER: CITY OF OAK PARK, MICHIGAN
 CONTRACTOR: MICHIGAN JOINT SEALING, INC.
 28830 WEST EIGHT MILE RD.
 FARMINGTON HILLS, MI 48336

JOB NUMBER: M-734
 APPLICATION NO.: 2
 PERIOD ENDING: 4/29/2022

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Rout & Seal Joints & Cracks, Modified SP	123.556	LFT	\$0.63	55.213	\$34,784.19	117.986	\$74,331.18
2	Joint Sealing Compound, Modified SP	35,301.50	LBS	\$0.63	10,170	\$6,407.10	34,590	\$21,791.70
3	Minor Traffic Devices, Modified SP	1	LSUM	\$100.00	0	\$0.00	1	\$100.00
Period Total Amount:						\$41,191.29	Amount to Date:	\$96,222.88

Current Contract Amount: \$100,179.60

Earnings This Period: \$41,191.29
 Total Earnings to Date: \$96,222.88
 Less Retainage: \$1,000.00
 Net Earned: \$95,222.88
 Deductions: \$0.00
 Balance: \$95,222.88
 Payments to Date: \$49,528.43

AMOUNT DUE MICHIGAN JOINT SEALING INC.: \$45,694.45

Accepted By: [Signature]
 Michigan Joint Sealing Inc.

Date: 5-11-22

Approved By: [Signature]
 Kara Olsamer, P.E., City Engineer
 City of Oak Park, Michigan

Date: 5/20/22

CHANGE ORDER

PROJECT: 2021 ~~2020~~ JOINT & CRACK SEALING PROJECT **JOB NUMBER:** M-734 ~~M-698~~
OWNER: CITY OF OAK PARK, MICHIGAN **CHANGE ORDER NO.:** 1
CONTRACTOR: MICHIGAN JOINT SEALING, INC. **PAGE:** 1 OF 1
 28830 WEST EIGHT MILE RD.
 FARMINGTON HILLS, MI 48336

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. Further documentation supporting these changes is on file with the City Engineer.

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

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Decreased Quantity	Quantity to Date	Decreased Amount
1	Rout and Seal Joints and Cracks, Modified SP	123.555	LFT	\$0.63	-5.569	117.986	-\$3,508.47
2	Joint Sealing Compound, Modified SP	35,301.50	LBS	\$0.63	-711.50	34,590	-\$448.25
Totals:							(\$3,956.72)

SUMMARY

Total Decrease (\$3,956.72)
 Total Amount for Change Order No. 1: (\$3,956.72)

Kara Grisamer
 Kara Grisamer, P.E. City Engineer
 City of Oak Park

Date:

5/20/22

THE CONTRACT SHALL BE DECREASED BY THE SUM OF:

Original Contract Amount: \$100,179.60
 Change Order No. 1: (\$3,956.72)
 New Contract amount: \$96,222.88

Michigan Joint Sealing, Inc.

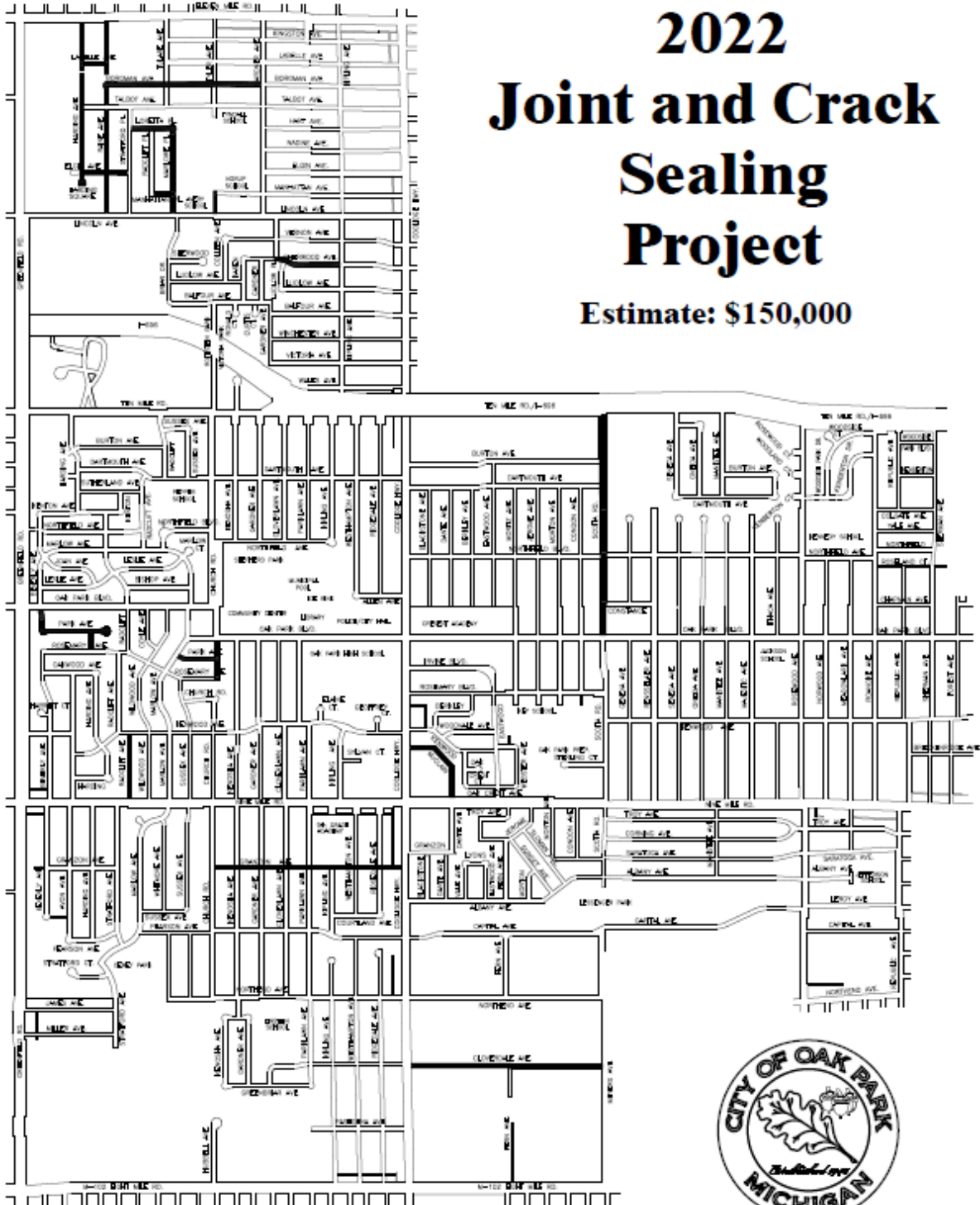
Date:

5-11-22

City of Oak Park

2022 Joint and Crack Sealing Project

Estimate: \$150,000





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2022

AGENDA#

SUBJECT: Payment Application No. 3 for the 2021 Sewer & Catch Basin Cleaning and TV Inspection Project, M-728.

DEPARTMENT: Technical & Planning – Engineering KMG

SUMMARY: Attached is Payment Application No. 3 for the 2021 Sewer & Catch Basin Cleaning and TV Inspection Project, M-728 by DVM Utilities of Sterling Heights, Michigan. This project is cleaning and inspecting the sewers and catch basins in the area shown on the attached map. This project is approximately 36% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$281,247.50
Change Order No. 1	<u>\$ 8,331.97</u>
New Contract Amount:	\$289,579.47
 Total Completed to Date:	 \$ 78,728.27
Less Retainage:	\$ 7,872.83
Net Earned:	\$ 70,855.44
Deductions:	\$ 0.00
Balance:	\$ 70,855.44
Payments to Date:	<u>\$ 62,775.33</u>
Amount Due DVM Utilities:	\$ 8,080.11

RECOMMENDED ACTION: It is recommended that Payment Application No. 3 for the 2021 Sewer & Catch Basin Cleaning and TV Inspection Project to DVM Utilities of Sterling Heights, Michigan be approved for the amount of \$8,080.11. Funding is available in the Water and Sewer Fund 592-18-550-930 for this expenditure.

APPROVALS:

City Manager: _____ Department Director: _____

Director of Finance: _____ Legal: _____ NA _____

Budgeted: ☒

EXHIBITS: Payment Application No. 3, map

PAYMENT APPLICATION

PROJECT: 2021 SEWER & CATCH BASIN CLEANING & TV INSPECTION PROJECT
OWNER: CITY OF OAK PARK, MICHIGAN
CONTRACTOR: DVM UTILITIES, INC
 6045 SIMS RD, SUITE 2
 STERLING HEIGHTS, MI 48313

JOB NUMBER: M-728
APPLICATION NO.: 3
PERIOD ENDING: 4/29/2022

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Medium 8" Sewer Cleaning & TV Inspection	1,900	LFT	\$1.65	0	\$0.00	569	\$938.85
2	Medium 10" Sewer Cleaning & TV Inspection	4,800	LFT	\$1.70	0	\$0.00	540	\$918.00
3	Medium 12" Sewer Cleaning & TV Inspection	34,100	LFT	\$1.75	2,460	\$4,305.00	16,645	\$29,128.75
4	Medium 15" Sewer Cleaning & TV Inspection	23,000	LFT	\$1.80	1,793	\$3,227.40	8,007	\$14,412.60
5	Medium 18" Sewer Cleaning & TV Inspection	17,200	LFT	\$1.85	0	\$0.00	5,407	\$10,002.95
6	Medium 21" Sewer Cleaning & TV Inspection	8,300	LFT	\$1.95	0	\$0.00	1,142	\$2,226.90
7	Medium 24" Sewer Cleaning & TV Inspection	12,600	LFT	\$2.00	0	\$0.00	334	\$668.00
8	Medium 27" Sewer Cleaning & TV Inspection	2,600	LFT	\$2.25	0	\$0.00	0	\$0.00
9	Medium 30" Sewer Cleaning & TV Inspection	1,600	LFT	\$2.50	0	\$0.00	0	\$0.00
10	Medium 33" Sewer Cleaning & TV Inspection	250	LFT	\$2.75	0	\$0.00	0	\$0.00
11	Medium 36" Sewer Cleaning & TV Inspection	1,900	LFT	\$2.90	0	\$0.00	0	\$0.00
12	Medium 42" Sewer Cleaning & TV Inspection	250	LFT	\$3.00	0	\$0.00	0	\$0.00
13	Medium 48" Sewer Cleaning & TV Inspection	1,300	LFT	\$3.25	0	\$0.00	0	\$0.00
14	Medium 54" Sewer Cleaning & TV Inspection	0	LFT	\$0.00	0	\$0.00	0	\$0.00
15	Catch Basin Lead Cleaning & TV Inspection	17,000	LFT	\$1.75	330	\$577.50	2,911	\$5,094.25
16	Catch Basin Structure Cleaning	700	EA	\$62.00	14	\$868.00	113	\$7,006.00
17	Sewer Lateral Protruding Lead Cutting	10	EA	\$150.00	0	\$0.00	0	\$0.00
18	Geneva Emergency Sewer Repair	0	LSUM	\$8,331.97	0	\$0.00	1	\$8,331.97

Period Total Amount: **\$8,977.90** Amount to Date: **\$78,728.27**

Original Contract Amount: **\$281,247.50**
 Change Order No.1: **\$8,331.97**
 New Contract Amount **\$289,579.47**

Earnings This Period: **\$8,977.90**
 Total Earnings to Date: **\$78,728.27**
 Less Retainage: **\$7,872.83**
 Net Earned: **\$70,855.44**
 Deductions: **\$0.00**
 Balance: **\$70,855.44**
 Payments to Date: **\$62,775.33**

AMOUNT DUE DVM UTILITIES, INC: \$8,080.11

Accepted By:

DVM Utilities Inc.

Date:

5/25/2022

Approved By:

Kara Grissmer
 Kara Grissmer, City Engineer
 City of Oak Park, Michigan

Date:

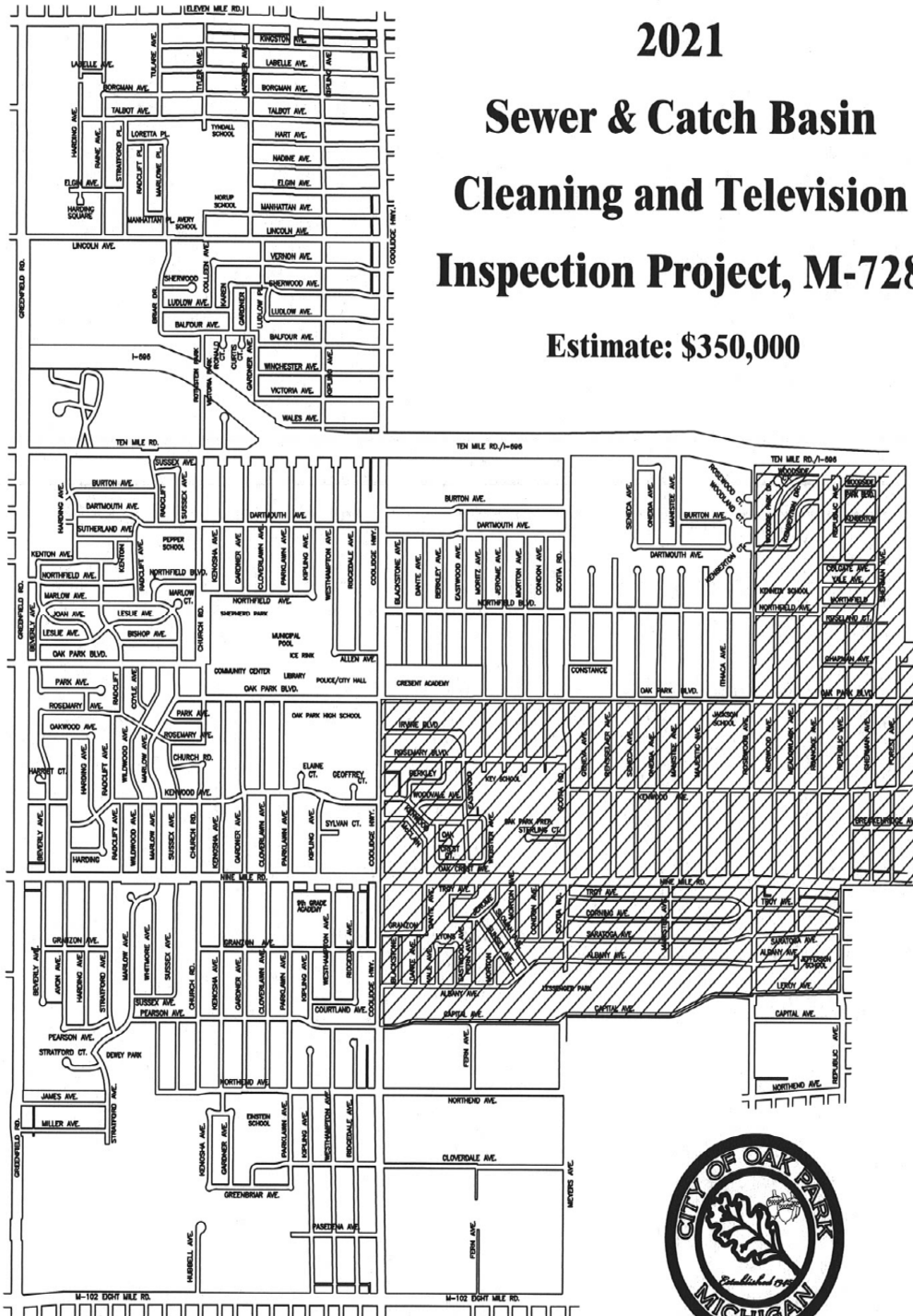
5/25/2022

City of Oak Park

2021

Sewer & Catch Basin Cleaning and Television Inspection Project, M-728

Estimate: \$350,000





BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2022

SUBJECT: Payment of Invoice from SmithGroup for Parks and Recreation Master Plan Update and Comprehensive Asset Management Contract

DEPARTMENT: City Manager's Office / Recreation

SUMMARY: Attached is an invoice from SmithGroup for the Parks and Recreation Master Plan Update and Comprehensive Asset Management Contract. The invoice amount is \$7,373.50

FINANCIAL STATEMENT: Funding (\$125,000) is available in the General Fund (101-19.752-818.000).

Original Contract Amount:	\$119,235.00
Amended Contract Amount (<i>approved 4/4/22</i>):	\$124,735.00
Total Payments to date:	\$14,747.00
Amount Due:	\$7,373.50
Balance:	\$102,614.50

RECOMMENDED ACTION: It is recommended that City Council approve the invoice payment to SmithGroup.

APPROVALS:

City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☐

EXHIBITS:

SmithGroup Amended Contract
SmithGroup original proposal

MERCHANT'S LICENSES - JUNE 7TH, 2022

(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
BOSS BLINKS	8550 NINE MILE	\$150.00	HAIR AND CLOTHING BOUTIQUE

RENEWALS FOR 2022	ADDRESS	FEES	BUSINESS TYPE
APOLLO HEAT TREATING AND PROCESSING	10400 CAPITAL AVE	\$225.00	METAL HEAT TREATING
BRUTTELL ROOFING	10821 CAPITAL AVE	\$150.00	ROOFING & SHEETMETAL CONTRACTOR
LIVE TMG LLC	21320 COOLIDGE HWY	\$150.00	MUSIC COWORKING SPACE
DEFINITELY DIFFERENT BOUTIQUE	22011 COOLIDGE HWY	\$150.00	RETAIL WOMENS CLOTHING STORE
PROFESSIONAL BEAUTY CENTER	23150 COOLIDGE HWY	\$150.00	SALON
PENNZOIL 10 MINUTE OIL CHANGE	13601 W ELEVEN MILE RD	\$225.00	AUTO - OIL CHANGE
OAK PARK SOCIAL	14691 W ELEVEN MILE RD	\$225.00	RESTAURANT
SALON TRULY BLESSED RELOADED	21700 GREENFIELD RD # 104B	\$225.00	SALON
GLAMOUR IS LIFE BOUTIQUE	21700 GREENFIELD RD # 126	\$225.00	WOMEN CLOTHING STORE
PAPERDOLLS KOUTURE	21700 GREENFIELD RD # 475	\$225.00	RETAIL WOMENS CLOTHING STORE
KEEPITFLY BRAIDING STUDIO	21900 GREENFIELD RD 204	\$225.00	HAIR BRAIDING SERVICES
LAVISH AMOR LASHES	23300 GREENFIELD RD # 115	\$225.00	LASHES, WAXING
STREET CORNER MUSIC	26020 GREENFIELD RD	\$187.50	MUSIC ITEMS RETAIL CDS, VINYL RECORDS
BREAD BASKET	26052 GREENFIELD RD	\$225.00	RESTAURANT
GREAT HANDS MASSAGE	8230 W NINE MILE RD	\$150.00	MASSAGE
GATHERING ASSOCIATION	12724 W NINE MILE RD	\$225.00	SENIOR ASSOCIATION
GLENCO SALES CO	21600 WYOMING AVE	\$225.00	MANUFACTURING REP

DISCOVERED OPERATING WITHOUT A BL	ADDRESS	FEES	BUSINESS TYPE
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**CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE**

Today's Date: 5/18/22

Applicant Information

Applicant/Business Name: Samuel Pollak - East Oak Park Neighborhood

Applicant/Business Address: 24040 Geneva, Oak Park

Phone number: 248-544-2371 E-Mail Address: SPOLLAK2004@COMCAST.NET

Relation of applicant to business: Member of Steering Committee

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

Owner Information

Owner or manager of site: N/A Phone: _____

Names and addresses of partners or officers of corporation: N/A

Event Information

Proposed date(s) of event: 7/23 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: Best Park

Is this a City owned park? Yes

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: Social gathering to foster neighborliness

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

If yes, please describe how so: Event will be publicized AND IS FREE

Estimated number of people attending event? 100 Hours of Event: 12-4

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:

FOOD WILL BE B.Y.O. & FREE

Will the food be prepackaged or prepared on site: BOOTH

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:

2- 8x8 tents

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

1- Printed table cloth 8'x6'

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.

Samuel Palled

Applicant's Signature

State of Michigan

ss

County of

Oakland

Subscribed and sworn to before me, a Notary Public this 18th day of May 2022, by

J. Edwin Norais

My Commission expires: _____

[Signature]
Notary Public

SPECIAL EVENT LICENSE APPLICATION FEE ESTIMATION

East Oak Park Neighborhood Association
24040 Geneva

DATE: July 23, 2022 at 12:00 pm – 4:00 pm

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett</i> <i>Dan Fairless*</i>	Flame Spread Certificates required for rented commercial tents. No sign/banner shall create a clear vision obstruction for sidewalk or street traffic.	N/A	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of normal patrol	30mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave DeCoster</i>	No issues from Public Works No road closures permitted	N/A	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee waiver requested

CITY OF OAK PARK
MICHIGAN
APPLICATION FOR SPECIAL EVENT LICENSE

Today's Date: 5.18.22

Applicant Information

Applicant/Business Name: First Baptist Church of Oak Park

Applicant/Business Address: 24201 Coolidge

Phone number: 248-398-0770 E-Mail Address: FB COP@ATT.NET

Relation of applicant to business: MEMBER (Andrea Mack)

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

248.968-6529

Owner Information

Owner or manager of site: _____ Phone: _____

Names and addresses of partners or officers of corporation:

Event Information

Proposed date(s) of event: July 9, 2022 Has this event been held previously? ☒ Yes ☐ No

Address or location of event: 24201 Coolidge

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: _____

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

If yes, please describe how so: OUTREACH for the Community,
Games, Sounce House, crafts AND FOOD

Estimated number of people attending event? 150 Hours of Event: NOON - 3:00 PM

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: CHAMBERLIN PONY RIDES LLC
734-780-5800

Will the event have video games, etc.? If so, please provide the names and address of company providing the Games: NO

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:

17 x 17

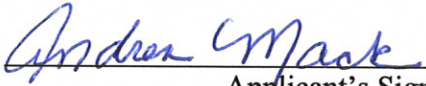
Will the event have banners displayed? ☒ Yes ☐ No, if so, please provide the number of signs and dimension(s):

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.



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

First Baptist Church of Oak Park
24201 Coolidge
DATE: July 9, 2022 at 12:00 pm – 3:00 pm

<u>DEPARTMENT</u>	<u>SERVICES</u>	<u>ESTIMATED HOURS</u>	<u>ESTIMATED COST</u>
TECHNICAL AND PLANNING <i>Rob Barrett</i> <i>Dan Fairless*</i>	Bounce House must be properly secured to the ground. Flame Spread Certificate required for proposed tent. No signs/banners shall create a clear vision obstruction for sidewalk or street traffic. Initial inspection required prior to start of event and Final site restoration inspection required after the event.	15 mins.	N/A
PUBLIC SAFETY <i>Steve Cooper</i>	Public Safety to conduct periodic checks as part of normal patrol activities	30mins	NA
RECREATION <i>Laurie Stasiak</i>	N/A	N/A	N/A
DPW <i>Dave DeCoster</i>	N/A	N/A	N/A
ADDITIONAL <i>Administration</i>	N/A	N/A	\$100 fee waiver requested

Howard L. Shifman
 Brandon Fournier
 Robert Nyovich- Of Counsel



31600 Telegraph Road, Suite 100
 Bingham Farms, MI 48025
 Phone (248) 642-2383 or
 (248) 594-8700
 Fax (248) 594-7080
 shifmanfournier.com

VIA E-MAIL ONLY

PRIVILEGED ATTORNEY-CLIENT COMMUNICATION

June 1, 2022

Erik Tungate, City Manager
 City of Oak Park
 14000 Oak Park Boulevard
 Oak Park, MI 48237

Re: City of Oak Park/ Invoice for Retainer – July 1, 2022 – September 30, 2022

Dear Mr. Tungate:

Enclosed please find our invoice for services per Retainer Agreement.

Invoice No. 15250

City of Oak Park – General	\$ 18,000.00
Labor Matters	_____
TOTAL	\$ 18,000.00

Please make check payable to Shifman Fournier, PLC.

Thank you for your attention in this matter. If you have any questions or comments, please feel free to contact me at your convenience.

Very truly yours,

SHIFMAN FOURNIER

Jessica Fanego, Office Administrator
Jessica@shifmanfournier.com

Cc: Megan Burke, Operations/H.R. Director
 Ed Norris, Enorris@oakparkmi.gov

Shifman Fournier, PLC
31600 Telegraph Road, Suite 100
Bingham Farms, MI 48025

Invoice Submitted to:

Erik Tungate, City Manager
City of Oak Park
14000 Oak Park Boulevard
Oak Park, MI 48237

In Reference To: City of Oak Park/General Labor

Invoice # 15250

Professional Services

6/01/22	Services per Retainer Agreement For July 1, 2022 thru September 30, 2022	\$ 18,000.00 _____
	TOTAL	\$ 18,000.00
	BALANCE DUE	\$ 18,000.00 =====

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 2022**AGENDA #****SUBJECT:** First reading amending the Utility Ordinance, Chapter 82.**DEPARTMENT:** Finance / Utility Billing Division**SUMMARY:**

- (a) Updated ordinance to refer to the annual fee schedule for all rates and charges.
- (b) Updated basis of charges to reflect new billing methods.

RECOMMENDED ACTION: It is recommended that City Council receive the amended ordinance and place it on the agenda for June 21, 2022 for second reading.

APPROVALS:

City Manager: _____

Director of Finance: _____

Budgeted: ☐

Legal: _____

EXHIBITS: Draft Ordinance Amendment

**CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN**

ORDINANCE NO. O-21-708

**AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, OF THE CODE OF ORDINANCES
OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 82-36 THEREOF.**

THE CITY OF OAK PARK ORDAINS:

ARTICLE II. – WATER

DIVISION 1. - GENERALLY

Sec. 82-36. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Department means the ~~water~~ **public works** department of the city.

Division means the **utility billing division of the city.**

Water connection means that part of the water distribution system connecting the water main with the premises served.

Water main means that part of the water distribution system located within easement lines or streets designed to supply more than one water connection.

(Code 1973, § 42-17)

Cross reference —Definitions generally, § 1-2.

Sec. 82-37. Service connections.

Service connections shall be installed by the department upon payment of the required connection fee and meter installation fee. All meters and water connections shall be the property of the city. Connection fees and meter installation charges shall not be less than the cost of materials, installation and overhead attributable to such installations. Each dwelling unit and separate premises shall be connected to an individual tap at the water main and be provided with a meter; provided, however, that this requirement shall not apply to an apartment building containing more than two separate dwelling units. Each such apartment building, although containing multiple apartment units, may be served by one tap and a meter.

(Code 1973, § 42-18; Ord. No. O-94-317, § 2, 2-7-94; Ord. No. O-99-393, § 1, 6-21-99)

Sec. 82-38. Service connection and disconnection fees.

(a) Fees for water service connections and disconnections within the city shall be determined by **ordinance in the amount specified by the fee schedule approved by the city council.** ~~from time to time.~~
~~and kept on file in the office of the city clerk.~~

(b) Fees for water service connections and meter installation **as listed on the annual fee schedule approved by city council** will be the sum of the following four (4) items, based on the size of the water service and meter to be installed, and include plan review and inspection by the city:

(1) Water main tap and inspection fee. ~~\$500.00 per inch of diameter of water service desired.~~ This fee covers the cost for persons other than city employees to make the necessary watertap to the water main. It includes the cost of required inspections by the city from the tap at the water main to the stop box. Persons involved with the water tap process must secure the necessary permits and/or bonds prior to the start of construction. ~~The minimum fee per water main tap will be \$500.00~~

(2) Meter installation fee. ~~\$100.00 per installation.~~ This fee covers the cost for the city to install the required meter and outside reading device for an individual property.

(3) Meter charge fee. This fee covers the cost of the meter and outside reading device. ~~This cost shall be determined by contract with an outside vendor from time to time, and shall be kept on file in the office of the water department and/or at the department of public works.~~

(4) Construction water charge. ~~Construction charges covering~~ This charge covers water used during construction of buildings, as well as the sewage disposal charge connected therewith, prior to the ~~installation of the water meter~~ date of the occupancy certificate. ~~in addition to water service and meter charges in section 82-313(b) of this chapter, shall be as follows:~~

Meter Size (inches)	Residential	Commercial
¾	\$48.00	\$95.00
1	48.00	95.00
1½	48.00	95.00
2	48.00	95.00
Over 2		95.00

(c) *Service disconnection fee.* The fee for disconnecting water service ~~is listed on the annual fee schedule approved by the city council.~~ ~~for a water service of two inches in diameter or less, shall be \$500.00 per service disconnection.~~ This fee covers the cost for the city to provide the necessary services to discontinue the water service to a property or dwelling unit. Disconnection of a water service larger than two inches in diameter shall be the responsibility of the owner, and an inspection fee ~~listed on the annual fee schedule approved by the city council,~~ ~~of \$200.00~~ shall be charged. If the city does the work, the owner shall be charged a fee calculated on a time and materials basis.

(Code 1973, § 42-19; Ord. No. O-99-393, § 2, 6-21-99; Ord. No. O-02-478, § 1, 12-2-02)

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this 21st day of June, 2022.

7. Edwin Norris

T. EDWIN NORRIS
City Clerk

Marian McClellan

MARIAN McCLELLAN
Mayor

I, T. Edwin Norris, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on June 21, 2022.

7. Edwin Norris

T. EDWIN NORRIS, City Clerk

First Reading:	June 7, 2022
Second Reading:	June 21, 2022
Adopted:	June 21, 2022
Published	June 27, 2022

**CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN**

ORDINANCE NO. O-21-708

**AN ORDINANCE TO AMEND CHAPTER 82, UTILITIES, OF THE CODE OF ORDINANCES
OF THE CITY OF OAK PARK, MICHIGAN, BY AMENDING SECTION 82-311 THEREOF.**

THE CITY OF OAK PARK ORDAINS:

ARTICLE V. – RATES AND CHARGES

Sec. 82-311. – Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

~~Department~~ *Division* means the city ~~department~~ *division* of utility billing.

Finance director means the director of the city department of finance.

Premises means each lot or parcel of land, building or premises having any connection to the water distribution system of the city or the sewage disposal system of the city.

~~*Superintendent* means the superintendent of the city department of water supply.~~

(Code 1973, § 42-115; Ord. No. O-94-317, § 4, 2-7-94)

Cross reference— Definitions generally, § 1-2.

Sec. 82-312. – Basis of charges.

~~All water service shall be charged for on the basis of water consumed as determined by the meter installed in the premises of water or sewage disposal service customers by the department. All sewage disposal service shall be charged for on the basis of water consumed and pollutants discharged into the sewage system. Stormwater runoff service shall be charged on the basis of a premises' pervious and impervious surface areas. No free water service, sewage disposal service, or stormwater runoff service shall be furnished to any person.~~

- (a) All water service shall be charged for on the basis of water consumed as determined by the meter installed at the premises of utility service customers by the city.
- (b) All sewage disposal service shall be charged for on the basis of water consumed as determined by the meter installed at the premises of utility service customers by the city.
- (c) All stormwater runoff service shall be charged on the basis of a premises' pervious and impervious surface areas.
- (d) All infrastructure service shall be charged for on the basis of the size of the water meter at the premises no matter the state of installation.
- (e) All industrial waste control service shall be charged for on the basis of the meter installed at the premises. No such charge shall be levied on the basis of any meter which serves exclusively residential users, including all structures designed for habitation including, but not limited to,

single-family or two-family dwellings, apartment buildings, condominiums, townhouses, and mobile homes, nor shall such charge be levied on the basis of any meter which serves exclusively for fire protection, irrigation, educational institutions, and government entities.

- (f) All high-strength pollutant disposal service shall be charged to commercial and industrial customers, other than restaurants, contributing sewage to the sewage disposal system with concentrations of pollutants exceeding the following levels:
1. 275 milligrams per liter (mg/l) of biochemical oxygen demand (BOD);
 2. 350 milligrams per liter (mg/l) of total suspended solids (TSS);
 3. 12 milligrams per liter (mg/l) of phosphorus (P);
 4. 100 milligrams per liter (mg/l) of fats, oils, and grease (fog).
- (g) No free water, sewage disposal, stormwater runoff, infrastructure, industrial waste control or high-strength pollutant disposal service shall be furnished to any person.

(Code 1973, § 42-116)

Charter reference— Utility rates and charges, collection, § 14.3 et seq.

Sec. 82-313. – Determination.

- (a) *Generally.* The ~~rates~~ **rate model** and charges to be imposed for the consumption and use of water, sewage disposal, ~~and stormwater runoff, infrastructure, industrial waste control, high-strength pollutant disposal~~ services furnished by the city shall be determined by ordinance ~~and the fee schedule approved annually~~ by the city council. ~~from time to time and kept on file in the office of the city clerk.~~
- (b) *Enumeration.* The rates and charges for consumption and use of water, sewage disposal, ~~and stormwater runoff, infrastructure, industrial waste control, high-strength pollutant disposal~~ services are as follows:
- (1) *Water rates* **rate**. ~~Effective on all bills rendered on or after July 1, 2021 the~~ **The rates** **rate** to be charged for water service shall be **listed on the annual fee schedule approved by the city council.** ~~as follows:~~
- a. ~~— \$4.51 per centum cubic feet (CCF).~~
- b. ~~— Monthly meter service and maintenance charges, in addition to subsection (b)(1) of this section as follows:~~
- ~~¾ inch meter \$1.59~~
- ~~¾ inch meter \$1.68~~
- ~~1 inch meter \$1.81~~
- ~~1½ inch meter \$2.68~~
- ~~2 inch meter \$3.05~~

3 inch meter \$21.27

4 inch meter \$23.19

6 inch meter \$26.47

e. ~~The minimum monthly (one month) water charge (includes water and meter service charge for a ½ inch meter service) to each premises connected with the water supply system shall be the sum of \$10.61 provided that if there were two or more premises using the city water supply and such premises use one meter, the minimum consumption charge herein specified shall apply to each such premises and to the owner or tenant of each such premises, as applicable.~~

(2) *Sewage disposal rates* ~~rate~~. ~~Effective on all bills rendered on or after July 1, 2021 the~~ **The rates** ~~rate~~ to be charged for sewage disposal shall be **listed on the annual fee schedule approved by the city council.** ~~as follows:~~

a. ~~*Basic sewage disposal rate*. Four dollars and eighty six cents (\$4.86) per centum cubic feet (CCF) of water consumed. The minimum monthly sewage disposal charge to each sewage disposal services customer shall be \$9.72, provided that if there are two or more premises using the city water supply and such premises use one meter, the minimum consumption charge herein specified shall apply to each such premises and to the owner or tenant of each such premises, as applicable.~~

b a. ~~*High strength surcharge*. Great Lakes Water Authority is responsible for billing this surcharge. Effective with all bills rendered on or after August 1, 2021, for flows beginning on or after July 1, 2021 a high strength surcharge shall be levied against commercial and industrial customers, other than restaurants, contributing sewage to the sewage disposal system with concentrations of pollutants exceeding the following levels:~~

1. ~~275 milligrams per liter (mg/l) of biochemical oxygen demand (BOD);~~
2. ~~350 milligrams per liter (mg/l) of total suspended solids (TSS);~~
3. ~~12 milligrams per liter (mg/l) of phosphorus (P);~~
4. ~~100 milligrams per liter (mg/l) of fats, oils, and grease (fog).~~

The high strength surcharge will be imposed at the following rates:

Pollutant	Charge per pound of excess pollutant
Biochemical oxygen demand (BOD)	0.347
Total suspended solids (TSS)	0.476
Phosphorus (P)	6.368
Fats, oils and grease	0.111

e. ~~*Industrial waste control charge*. Effective with all bills rendered on or after August 1, 2021, for flows beginning on or after July 1, 2021 an industrial waste control charge shall be levied~~

~~against non-residential customers in an amount determined by the size of the water meter or meters serving such customers as set forth below:~~

Water meter size (inches)	Monthly charge
½ inch meter	3.54
¾ inch meter	5.31
1 inch meter	8.85
1½ inch meter	19.47
2 inch meter	28.32
3 inch meter	51.33
4 inch meter	70.80
6 inch meter	106.20

~~No such surcharge shall be levied on the basis of any meter which serves exclusively residential users, including all structures designed for habitation including, but not limited to, single family or two family dwellings, apartment buildings, condominiums, townhouses, and mobile homes, nor shall such surcharge be levied on the basis of any meter used exclusively for fire protection purposes.~~

- (3) *Stormwater runoff rate.* ~~Effective on all bills rendered on or after July 1, 2021, the~~ **The** rate to be charged for stormwater runoff shall be **listed on the annual fee schedule approved by the city council. \$601.65 per unit.**
- (4) *Infrastructure fee.* **The fee to be charged for infrastructure shall be listed on the annual fee schedule approved by the city council.**
- (5) *Industrial waste control charge.* **The fee to be charged for industrial waste control shall be listed on the annual fee schedule approved by the city council.**
- (6) *High-strength pollutant disposal surcharge.* **The fee to be charged for high-strength pollutants shall be listed on the annual fee schedule approved by the city council. Great Lakes Water Authority is responsible for billing and collecting this surcharge.**
- ~~(4)~~(7) *Collection policy.* **Charges for water, sewage disposal, stormwater runoff, infrastructure, industrial waste control, high-strength pollutant disposal and garbage collection services furnished by the city to any premises shall be a lien thereon, and on March 1 and on September 1 of each year, the person or agency charged with the management of the systems shall certify any such charges which have been delinquent six months or more, to the city assessor who shall enter the same upon the next available tax roll against the premises to which such services shall have**

been rendered, together with a penalty of an additional ten percent. The charges shall be collected and the lien shall be enforced in the same manner as provided in the respect to taxes assessed upon such roll; provided, that no such charge shall become a lien when a tenant is responsible for the payment of any such charge against any premises and the city has been so notified by the filing of an affidavit that the lease contains a provision that the landlord shall not be liable for payment of water or sewage system bills accruing subsequent to the filing of the affidavit. The affidavit shall be filed with the official in charge of the water works system and 20 days' notice shall be given by the landlord of any cancellation, change in, or termination of the lease. The affidavit shall contain a notation of the expiration date of the lease. In the event of the filing of such affidavit, no further service shall be rendered by the systems to such premises until payment to the city of a cash deposit in accordance with section 82-316.

- (5) *Services outside the city.* Water service provided outside the corporate limits of the city shall be provided by contract only with approval of the city council, and in no event shall the rates and charges for such service be less than the rates charged to customers residing within the corporate limits of the city.

(Code 1973, § 42-117; Ord. No. O-94-322, § 2, 6-20-94; Ord. No. O-95-339, § 1, 6-19-95; Ord. No. O-96-351, § 1, 6-17-96; Ord. No. O-97-369, § 1, 6-16-97; Ord. No. O-98-377, § 1, 6-15-98; Ord. No. O-99-393, § 3, 6-21-99; Ord. No. O-00-421, § 1, 6-19-00; Ord. No. O-01-445, § 1, 6-18-01; Ord. No. O-02-466, § 1, 6-17-02; Ord. No. O-03-484, § 1, 6-16-03; Ord. No. O-04-499, § 1, 6-21-04; Ord. No. O-05-514, § 1, 6-20-05; Ord. No. O-06-526, § 1, 6-19-06; Ord. No. O-07-531, § 1, 6-18-07; Ord. No. O-08-551, § 1, 6-16-08; Ord. No. O-09-560, § 1, 6-15-09; Ord. No. O-10-571, § 1, 6-21-10; Ord. No. O-11-578, § 1, 6-20-11; Ord. No. O-12-591, § 1, 6-18-12; Ord. No. O-13-594, § 1, 6-17-13; Ord. No. O-14-604, § 1, 6-16-14; Ord. No. [O-15-613](#), § 1, 6-15-15; Ord. No. [O-17-636](#), § 1, 6-19-17; Ord. No. [O-18-674](#), § 1, 6-18-18; Ord. No. [O-19-688](#), § 1, 6-17-19; Ord. No. [O-20-693](#), 6-15-20)

Sec. 82-314. - Service to city.

The city shall pay the same water, sewage disposal, ~~and~~ stormwater runoff, ~~and infrastructure fees~~ ~~rates~~ for service to ~~it~~ ~~itself~~ as would be payable by a private customer for the same service.

(Code 1973, § 42-118; Ord. No. O-94-317, § 6, 2-7-94; Ord. No. [O-21-708](#), 6-21-21)

Sec. 82-315. - Payment.

- (a) The fees, rates, and charges imposed for water and sewer services furnished by the city shall be effective as to bills paid on or before the due date indicated on each billing. Thereafter, a penalty of five (5) percent of the outstanding balance of the account shall be added to each bill. The city manager, or his designee, shall be permitted to waive one penalty per year. The penalty must be assessed and removed in the same calendar year. In addition to other applicable penalties or late fees, a service charge ~~in the amount of \$30.00~~, ~~as listed on the annual fee schedule approved by the city council~~, shall be added to all bills for which payment is made by check, debit card, or credit card if such payment is returned to the city after being dishonored upon presentment. In the event that the charges for any such services furnished to any premises shall not be paid within 30 days after the due date thereof, then the water services furnished by the system to such premises shall in all cases be discontinued. The failure to receive a utility bill shall not invalidate any charges imposed for water, sewage disposal, stormwater runoff, ~~infrastructure, industrial waste control, high-strength pollutant disposal and garbage collection~~ services furnished by the city.
- (b) The customer will be notified of the consequences of failure to pay the utility bill in the following methods prior to actual discontinuation:
 - (1) A shutoff notice will be mailed via first-class mail to the mailing address on file for any property where service is scheduled for shut off. The shutoff notice will indicate the past due balance to be paid by acceptable funds, other than personal check, and the earliest date the water could be shut off. A fee ~~of \$10.00~~ will be added to each account receiving a shutoff notice ~~as listed on the annual fee schedule approved by the city council~~.
 - (c) In the case of a disputed bill, the customer, prior to the mailing of a shutoff notice, may request a hearing to show cause of why the billing is incorrect. A hearing shall be scheduled before a hearing officer, who may be the city manager or his or her designee. The hearing officer will provide the customer with an opportunity to be heard regarding the dispute over the amount of the bill, and will hear such evidence as the customer may have in support thereof. The hearing officer shall review the bill, perform such additional investigation of the matter as may be determined to be warranted under the circumstances, and correct any billing errors. Such hearings shall be informal and the decision of the hearing officer shall be final.
 - (d) Payment plans are available in the utility billing ~~department~~ ~~division~~ to stop a disconnection if the following rules are adhered to:
 - (1) The payment plan shall be signed by the property owner and filed in the utility billing ~~department~~ ~~division~~ prior to a shutoff notice being mailed.
 - (2) One fourth of the past due amount shall be paid in acceptable funds, other than personal check, at the time of filing of the payment plan, with the balance to be paid in monthly installments. Charges that accrue following the start date of the plan—including regular billing—are not covered by the plan, and therefore must be paid by their indicated due date.

If the customer falls behind on any payment as stated in the payment plan, the water will be shut off—as stated in the plan—without notice. Payment plans will not be accepted after a shutoff notice has been mailed. At this point the full amount must be paid in acceptable funds other than personal check.
- (e) Fees upon shut off:

- (1) If the service is shut off, a shutoff for delinquency fee, in an amount **as listed on the annual fee schedule approved by the city council** ~~established by resolution of the council from time to time~~, will be charged. This fee must be paid along with the past due amount in acceptable funds other than personal check before the service will be restored. The water service will be restored between 8:00 a.m. and 3:00 p.m. Monday through Thursday, except for holidays when the city offices are closed. In order to have service restored the same day, charges must be paid prior to 3:00 p.m. If the customer desires, service may be restored outside the hours stated above if personnel are available and the customer is willing to pay overtime charges as follows: two employees times their overtime rate times two hours. Overtime charges must be paid along with the past due amount and the shutoff for delinquency fee in acceptable funds other than personal check. Any restoration of water service requires an adult of at least 18 years of age to be inside of the premises. Any water shut off for 45 days or more requires an appointment to restore water service.
 - (2) Any water service shut off by the city and found restored without city approval shall be deemed an "illegal turn on" and shall result in ~~a charge in the amount of \$120.00 in~~ additional fees for the first occurrence. Any subsequent occurrence will result in an additional charge ~~of \$250.00~~. If the city elects to disable the water service line, an additional fee ~~of \$350.00~~ will be assessed. Any balance on an account deemed an illegal turn on must be paid in full by acceptable funds other than personal check to restore water service. **Fees shall be listed on the annual fee schedule approved by the city council.**
- (f) If a scheduled appointment with the utility billing ~~department~~ **division** is missed, a missed appointment fee ~~of \$45.00~~ will be assessed to the account **as listed on the annual fee schedule approved by the city council.**

(Code 1973, § 42-119; Ord. No. O-94-322, § 3, 6-20-94; Ord. No. O-94-332, § 1, 12-19-94; Ord. No. O-95-335, § 2, 6-19-95; Ord. No. O-97-369, § 2, 6-16-97; Ord. No. O-98-377, § 2, 6-15-98; Ord. No. O-00-421, § 1, 6-19-00; Ord. No. O-02-466, § 2, 6-17-02; Ord. No. O-03-484, § 2, 6-16-03; Ord. No. O-04-499, § 2, 6-21-04; Ord. No. O-05-514, § 2, 6-20-05; Ord. No. O-07-531, § 1, 6-18-07; Ord. No. O-11-580, § 1, 8-1-11; Ord. No. O-11-581, § 1, 11-21-11; Ord. No. [O-15-620](#), § 1, 10-19-15) Sec. 82-316. - Deposits—Required in certain circumstances.

In cases where the city is properly notified in accordance with section 82-313 that a tenant is responsible for water ~~service~~, ~~or~~ sewage disposal ~~service~~, stormwater runoff ~~service~~, **infrastructure, industrial waste control, high-strength pollutant disposal** or garbage collection ~~service~~ charges, no such service shall be commenced or continued to such premises until there has been deposited with the utility billing ~~department~~ **division** a sum sufficient to cover **6 times the average monthly utility one and a half (1.5) times the average annual** bill for such premises, as estimated by the finance director. Where the water service to any premises is shut off to enforce the payment of water ~~service~~ charges, sewage disposal ~~service~~ charges, stormwater runoff charges, **infrastructure, industrial waste control, high-strength pollutant disposal** or garbage collection fees, the water service shall not be restored until all delinquent charges have been paid and a deposit, as in the case of tenants, is made. There shall be a water turn-on charge ~~of \$90.00, i.e., \$45.00 to shut off the water and then \$45.00 to turn the water back on~~ **as listed on the annual fee schedule approved by the city council.**

(Code 1973, § 42-120; Ord. No. O-94-317, § 8, 2-7-94; Ord. No. [O-15-620](#), § 2, 10-19-15) Sec. 82-317. - Same—Use.

Deposits collected under the provisions of this article may be applied against any delinquent water, sewage disposal, stormwater runoff, **infrastructure, industrial waste control, high-strength pollutant disposal** or garbage collection fees, and the application thereof shall not affect the right of the utility billing ~~department~~ **division** to shut off the water service to any premises for any delinquency thereby satisfied. No such deposit shall bear interest. Any remaining balance, after all charges are satisfied, will be returned to the tenant who made the deposit.

(Code 1973, § 42-121; Ord. No. O-94-317, § 9, 2-7-94)

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 sections, and in the event that 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 the Ordinance or the Code of Ordinances, City of Oak Park.

SECTION 4. EFFECTIVE DATE.

This Ordinance shall become effective 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 21st day of June, 2022.

T. Edwin Norris

T. EDWIN NORRIS
City Clerk

Marian McClellan

MARIAN McCLELLAN
Mayor

I, T. Edwin Norris, duly authorized Clerk of the City of Oak Park, Michigan do hereby certify that the foregoing Ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on June 21, 2022.

T. Edwin Norris

T. EDWIN NORRIS, City Clerk

First Reading: June 7, 2022
Second Reading: June 21, 2022
Adopted: June 21, 2022
Published: June 27, 2022



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 6, 2022**AGENDA #**

SUBJECT: First Reading to amend - Article 2, Division 3; Article 2, Division 4; Article 5, Division 3 in the Zoning Code of Ordinances

DEPARTMENT: Economic Development & Planning

SUMMARY: In an effort to enhance the City's ability to move forward toward achieving its goals, the Economic Development and Planning Department proposes amendments to specific sections of the Zoning Ordinance that deals with permitting the sale and consumption of on-premises alcoholic beverages, as a primary or accessory/secondary use, to uses other than restaurants, coffee shops, breweries, micro-breweries, brew-pubs, wineries, or distillers and expanding the platform of use to include theaters, markets, recreational centers, bars, clubs, or lounges, etc. In addition to proposed changes to a variety of land uses and regulations to be consistent with the Michigan State laws and regulations as well as to correct simple grammatical errors, incorrect references, document format changes, or minor typos found in these sections. The Planning Commission has reviewed and approved these changes and recommends to City Council to do the same.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: Approve the first reading to amend Article 2, Division 3; Article 2, Division 4; Article 5, Division 3 in the Zoning Code of Ordinances

APPROVALS:

City Manager: _____

Director: _____ KM _____

Finance Director: _____

EXHIBITS: ordinance change memo, resolution



**CITY OF OAK PARK
DEPARTMENT OF ECONOMIC
DEVELOPMENT AND
PLANNING**

MEMORANDUM

TO: Planning Commission Members
FROM: Kimberly Marrone, AICP, Economic
Development and Planning Director
Salam Habhab, Economic Development
and Planning Specialist
DATE: May 5, 2022
FILE: G/.../aplncom/ORD
2022-05 Zoning
Amendments-
Alcoholic Liquor -
PC Memo
SUBJECT: ORD 2022-05 – Alcoholic Liquor - Proposed Text Amendments to
Appendix A - Zoning Ordinance of the Code of Ordinances of the City of
Oak Park, MI

Mayor McClellan, Mayor Pro Tem, City Council members, Planning Commission members, and City Manager Tungate:

In an effort to enhance the City's ability to move forward toward achieving its goals, the Economic Development and Planning Department proposes amendments to specific sections of the Zoning Ordinance that deals with permitting the sale and consumption of on-premises alcoholic beverages, as a primary or accessory/secondary use, to uses other than restaurants, coffee shops, breweries, micro-breweries, brew-pubs, wineries, or distillers and expanding the platform of use to include theaters, markets, recreational centers, bars, clubs, or lounges, etc. In addition to propose changes to a variety of land uses and regulations to be consistent with the Michigan State laws and regulations as well as to correct simple grammatical errors, incorrect references, document format changes, or minor typos found in these sections, see attachments.

Article 2, Division 3: Commercial / Mixed-Use/ Office Districts

SEC. 221 Commercial Mixed-Use Use Table

Public Schools are not subject to local zoning so remove the SLU requirements.
Amend table 221.1 to read as follows and revise the remaining references under
additional requirements, see attached:

Table 221.1 Commercial and Mixed-use Districts uses								
Retail Sales and Services								
Use	B-1	B-2	O	PTRED	PCD	MX-1	MX-2	Add'l Req'ts
Restaurants, Entertainment, and Recreation								
Brewery, micro-brewery, brew-pub; winery; distillery	CLU	CLU	CLU		CLU	CLU	CLU	Sec. 544.q e
Restaurant serving alcohol	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544.q w
Educational								
Educational Institutions, including Public , Private, and Parochial Elementary, Middle, and High Schools.	SLU	SLU	SLU	SLU				Sec. 557h
Private educational tutoring businesses such as computer training establishments, after school tutoring, and similar businesses	p	p	p		p	p	p	
Accessory								
On-Premises alcoholic beverages	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544.q

Article 2, Division 4: Industrial Districts

SEC. 231 Industrial use Table

Amend the table to read as follows and revise the remaining references under additional requirements, see attached:

Use	LI	IF	Add'l Req'ts
Restaurants, Entertainment, and Recreation			
Brewery, micro-brewery, brew-pub; winery; distillery	CLU	CLU	Sec. 544 q. e.
Educational			
Educational Institutions, including Public , Private, and Parochial Elementary, Middle, and High Schools	SLU		Sec. 557h
Private educational tutoring businesses such as computer training establishments, after school tutoring, and similar businesses			

SEC. 232 Provisions Applicable to Industrial District

Amend provision (c) and delete provision (f) as follows. Also, revise the remaining references under additional requirements, see attached:

- c. The storage and/or use of any volatile, flammable or other materials shall be fully identified in the site plan review application and in accordance with all city, state and federal regulations regarding toxic or hazardous materials **subject to MCL 324.11121 and MCL 324.11122.**
- ~~f. The storage and/or use of any volatile, flammable or other materials shall be fully identified in the site plan review application and in accordance with all city, state and federal regulations regarding toxic or hazardous materials.~~

Article 5, Division 3: Conditional Land Use

SEC. 544 Conditional land Use Specific requirements

Delete Subsection 544.e and re-order the remaining provisions, see attached Article 5, Division 3 redline:

~~e. Breweries, Microbreweries (Accessory), Brewpubs, Distilleries, and Wineries For brewpubs serving alcoholic liquor for consumption on the premises the following additional requirements:~~

- ~~1. There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.~~
- ~~2. Not less than 25 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.~~
- ~~3. Except as otherwise provided in this article, all operations of the facility shall be conducted within a completely enclosed building, except for off street parking or loading.~~
- ~~4. All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.~~
- ~~5. For breweries, wineries and distilleries serving alcoholic liquor for consumption on the premises the following additional requirements:~~
 - ~~a) Not more than 40 percent of the gross floor area of the facility shall be used for purposes other than the manufacturing of alcoholic liquor. The area not devoted to manufacturing may be used for the serving of alcohol, food preparation, seating for diners, entertainment, and retail sales. Public restroom facilities shall not be considered in this determination.~~
 - ~~b) Except as otherwise provided in this article, all operations of the facility shall be conducted within a completely enclosed building, except for off street parking or loading.~~
 - ~~c) All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.~~

~~d) Shall be located only along major corridors in the LI Light Industrial district.~~

Create a new Section for “On-Premises Alcoholic Beverages”, and re-order the remaining provisions:

q. On-Premises Alcoholic Beverages

Any primary or accessory use that requires a license for the sale or consumption of alcoholic beverages on-premises as regulated by the Michigan Liquor Control Commission (LLC) shall require a Conditional Land Use, even if the use is permitted by right in any given district, subject to the following:

1. GENERAL. Establishments serving alcoholic liquor for consumption on the premises may be permitted in certain districts, subject to the following:
 - a. The proposed establishment serving alcoholic liquor for consumption on the premises is not located within 500 feet of a place of worship or school building. The distance between the place of worship or school building and the contemplated location shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the center line, from the part of the place of worship or school building nearest to the contemplated location and from the part of the contemplated location nearest to the place of worship or school building. Notwithstanding the stated distance requirements, no proposed establishment serving alcoholic liquor for consumption on the premises will be permitted to serve alcoholic liquor if the proposed establishment serving alcoholic liquor for consumption on the premises is located on a parcel of land adjacent to a parcel of land with a place of worship or school building. This provision may be waived by the planning commission if the affected school(s) or place(s) of worship, through its duly appointed or elected governing body, affirmatively waives, in writing, its right to object to the establishment and the planning commission determines that the proposed establishment serving alcoholic liquor for consumption on the premises will not adversely affect the operation of the school or place of worship.
 - b. The layout of the site of the proposed establishment serving alcoholic liquor for consumption on the premises and its relationship to streets serving access to the site shall be in a manner that vehicular and pedestrian traffic to and from the proposed establishment serving alcoholic liquor for consumption on the premises, and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.
 - c. The proposed establishment serving alcoholic liquor for consumption on the premises will be compatible with adjacent uses

- of land, considering the proximity of residential dwellings, places of worship, schools, public structures, and other places of public gatherings.
- d. The proposed establishment serving alcoholic liquor for consumption on the premises will not be contrary to the public interest or injurious to nearby properties.
 - e. The proposed establishment serving alcoholic liquor for consumption on the premises will not have the possible effect of downgrading and blighting the surrounding neighborhood.
 - f. The proposed establishment serving alcoholic liquor for consumption on the premises will not reasonably be expected to diminish the value of properties in the immediate area.
 - g. Where the establishment is immediately adjacent to residentially used or zoned properties, serving of on-premises alcoholic beverages shall cease by 12 A.M. unless waived by the Planning Commission; upon finding that the use is compatible with the residential area in which it will be located, and will not have any appreciable negative secondary effects on the area, such as:
 - i. Vehicular and pedestrian traffic, particularly during after midnight hours, might disturb area residents.
 - ii. Noise, odors, or lights that emanate beyond the site's boundaries onto property in the area on which there are residential dwellings, consistent with Sec.320 of this article and Chapter 38 of the City Code of Ordinances.
 - h. Except as otherwise provided in this article, all operations of the proposed establishment shall be conducted within a completely enclosed building, except for off-street parking or loading. Outdoor dining shall be subject to the provision of Sec. 319 of this article.
 - i. All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.
2. REVIEW CRITERIA. The Planning Commission shall consider whether the applicant's proposal is reasonable when measured against the review criteria as found in Section 6-58 (e) of Chapter 6: Alcoholic Liquor of the City Code of Ordinances, as amended thereafter.
3. For brewpubs serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:
- a. There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.
 - b. Not less than 25 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.
4. For breweries, wineries and distilleries serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:

- a. Shall be located only along major corridors in the LI Light Industrial district.
- 5. For restaurants serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:
 - a. There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.
 - b. Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways. Public restroom facilities shall not be considered in this determination.
- 6. For any other alcohol-related uses such as, but not limited to, theaters, markets, or recreational centers seeking to serve beverages for consumption on-the premises, the accessory/secondary use of alcoholic liquor bar area shall not exceed 10% of the total combined square footage of all primary and other secondary uses.

Delete Subsection 544.w and re-order the remaining provisions:

~~w. Restaurant serving Alcohol~~

- ~~1. Establishments serving alcoholic liquor for consumption on the premises may be permitted in certain districts, subject to the following:~~
 - ~~a. The proposed establishment serving alcoholic liquor for consumption on the premises is not located within 500 feet of a place of worship or school building. The distance between the place of worship or school building and the contemplated location shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the center line, from the part of the place of worship or school building nearest to the contemplated location and from the part of the contemplated location nearest to the place of worship or school building. Notwithstanding the stated distance requirements, no proposed establishment serving alcoholic liquor for consumption on the premises will be permitted to serve alcoholic liquor if the proposed establishment serving alcoholic liquor for consumption on the premises is located on a parcel of land adjacent to a parcel of land with a place of worship or school building. This provision may be waived by the planning commission if the affected school(s) or place(s) of worship, through its duly appointed or elected governing body, affirmatively waives, in writing, its right to object to the restaurant and the planning commission determines that the proposed establishment serving alcoholic liquor for consumption on the premises will not adversely affect the operation of the school or place of worship.~~

- ~~b. The layout of the site of the proposed establishment serving alcoholic liquor for consumption on the premises and its relationship to streets serving access to the site shall be in a manner that vehicular and pedestrian traffic to and from the proposed establishment serving alcoholic liquor for consumption on the premises, and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.~~
- ~~c. The proposed establishment serving alcoholic liquor for consumption on the premises will be compatible with adjacent uses of land, considering the proximity of residential dwellings, places of worship, schools, public structures, and other places of public gatherings.~~
- ~~d. The proposed establishment serving alcoholic liquor for consumption on the premises will not be contrary to the public interest or injurious to nearby properties.~~
- ~~e. The proposed establishment serving alcoholic liquor for consumption on the premises will not have the possible effect of downgrading and blighting the surrounding neighborhood.~~
- ~~f. The proposed establishment serving alcoholic liquor for consumption on the premises will not reasonably be expected to diminish the value of properties in the immediate area.~~
- ~~g. For restaurants serving alcoholic liquor for consumption on the premises the following additional requirements:~~
 - ~~1) There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.~~
 - ~~2) Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways. Public restroom facilities shall not be considered in this determination.~~
 - ~~3) Not less than 50 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.~~
 - ~~4) All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoin.~~

Attachments:

- ORD 2022-05 Zoning Ordinance Amendments - Attachment - Article 5 Division 3
- ORD 2022-05 Zoning Ordinance Amendments - Attachment - Article 2 Division 4
- ORD 2022-05 Zoning Ordinance Amendments - Attachment - Article 2 Division 3

Article 2

Division 3: Commercial / Mixed-Use/Office Districts

SEC. 220 INTENT

- a. **B-1 Neighborhood Business.** The B-1 neighborhood business districts are intended to meet the day-to-day convenience shopping and service needs of persons residing in nearby residential areas.
- b. **B-2 General Business.** The B-2 general business districts are intended to accommodate more intensive businesses that cater to a larger consumer market than those typically found in neighborhood business districts. B-2 uses are generally characterized by an integrated or planned cluster of establishments served by a common parking lot.
- c. **O Office.** The O districts are intended to accommodate uses such as offices, banks, personal services, and a limited amount of retail. The O districts can serve as a transition between residential uses and more intensive uses and transportation corridors.
- d. **PTRED Planned, Technical, Research, Education Development.** The planned technical, research, education development districts are intended to accommodate research, technical, medical and educational activities which serve the needs of nearby regional establishments. The primary characteristic of uses allowed in this district is the pursuit of technical knowledge to serve the needs generated by those endeavors. Uses in this district shall be developed on larger parcels of land in a "campus-like" setting that creates a physical atmosphere of low-rise buildings accented with substantial landscaping.
- e. **PCD Planned Corridor Development.** The planned corridor development districts are designed to provide for a variety of retail and service establishments in business areas abutting major thoroughfares and so located and planned as to provide convenient customer parking, store servicing and pedestrian traffic movement within the business district and with a minimum of conflict with traffic on abutting streets. To assure optimum site planning relationships and minimum internal and external traffic conflict, each use will be reviewed as it relates to its site and abutting sites and as it relates to the entire district and abutting districts. This type of district is further created so as to provide a zone of transition between residential districts and major thoroughfares or expressways.
- f. **MX-1 Mixed-Use.** The MX-1 mixed-use district is intended to blend two or more residential, commercial, or industrial uses in a compact area. This type of zoning is designed to accommodate mixed-use buildings that have business uses on the first floor and residential uses on the above floor(s). This arrangement will encourage pedestrian-friendly developments and specialty food and retail shops, which will in turn promote the health and well-being of residents by encouraging physical activity, alternative transportation, and greater social interaction.
- g. **MX-2 City Center Mixed-Use.** The City Center Mixed-Use district is intended to accommodate a walkable, vibrant mixed-use center. Commercial, residential, cultural, and service uses are intended to be integrated within two- to three-story buildings, typically characterized by active ground-floor retail, service, or restaurant uses and upper story residential.

SEC. 221: COMMERCIAL MIXED-USE USE TABLE

In the Commercial/Mixed-Use Districts, land, buildings, and other structures shall be used only for one or more of the uses specified in the table below. Uses denoted by a "P" are permitted by right, "CLU" are permitted with conditions subject to standards in *Article 5, Division 3: Conditional Land Uses*, and uses denoted by a "SLU" are considered special land uses and may be approved by the Planning Commission subject to the applicable general and specific standards in *Article 5, Division 4: Special Land Uses*. Additional applicable use standards are listed in the column at right.

Table 221.1 Commercial and Mixed-Use Districts Uses								
Use	B-1	B-2	O	PTRED	PCD	MX-1	MX-2	Add'l Req'ts
Residential								
Attached residential/townhomes						P		
Multi-family dwelling						P	P	
Upper floor residential dwelling	P					P	P	
Lodging								
Hotel/Motel		P						
Human Care Facilities								
See <i>Section 301</i>								
Office and Medical								
Financial institution such as banks or credit unions		P			P	P	P	
Hospital		SLU	SLU					Sec. 557k
Medical and dental offices, including clinics, but excluding 24-hour emergency or 24-hour urgent care	P	P	P	P	P		P	
Pharmacy	P	P	P				P	
Professional offices	P	P	P	P	P	P	P	
Urgent care (24-hour)		P			P			
Restaurants, Entertainment, and Recreation								
Brewery, micro-brewery, brew-pub; winery; distillery	CLU	CLU	CLU		CLU	CLU	CLU	Sec. 544e q
Commercial indoor recreation		P				P	P	Sec. 544f e
Commercial outdoor recreation		CLU						Sec. 544g f
Event Facility		P			CLU			Sec. 544k j
Health, fitness, and exercise centers	P	P	P		P	P	P	Sec. 544m l
Hookah/Vapor Bar or Lounge (Smoking lounge)		CLU						Sec. 544n m
Private clubs and lodge halls but excluding such uses that operate as a rental or catering hall		P						

Table 221.1 Commercial and Mixed-Use Districts Uses								
Use	B-1	B-2	O	PTRED	PCD	MX-1	MX-2	Add'l Req'ts
Rehabilitation of historic buildings into restaurants, museums, and performing arts centers				CLU				Sec. 544v
Restaurant serving alcohol	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544w q
Restaurants, including carry-out	P	P	CLU	P	P	P	P	Sec. 544y x
Restaurants, drive-thru		CLU					SLU	Sec. 557f
Restaurants, walk-up windows	CLU	CLU				CLU	CLU	Sec. 544x w
Retail Sales and Services								
Art facilities, art gallery	P	P	P		P	P	P	
Commercial television and radio broadcasting offices and studios				SLU				Sec. 557e
Convenience store and party store	P	P					P	
Funeral home or mortuary establishment		P						
Garden centers/greenhouse/nursery		CLU				CLU		Sec. 544l k
General retail sales and services	P	P	CLU		P	CLU	P	Sec. 544bb aa and ee-bb
Home improvement stores		P						
laundry self service, dry cleaning	P	P			P			
Pawnbrokers		SLU						Sec. 557n
Personal and business service establishments	P	P	CLU		P			Sec. 544ee bb
Retail businesses and centers exceeding 50,000 square feet		P			P			
Retail establishment holding a SDD (specially designated distributor) or SDM (specifically specially designated merchant license from the Michigan Liquor Control Commission	CLU	CLU			CLU	CLU	CLU	Sec. 544aa-z
Studios or music recording studios		P	P			P	P	City Code Ch. 38, Article II
Tattoo parlor	CLU	CLU						Sec. 544ff ee
Wholesale businesses		P						
Transportation and Auto Uses								
Automobile gasoline stations	SLU	SLU						Sec. 557b
Automobile or vehicle dealerships		CLU						Sec. 544d

Table 221.1 Commercial and Mixed-Use Districts Uses								
Use	B-1	B-2	O	PTRED	PCD	MX-1	MX-2	Add'l Req'ts
Automobile repair establishments (Major repair)		CLU						Sec. 544a
Automobile Service centers (Minor repair)		CLU						Sec. 544b
Automobile washes, automatic or self-service		CLU				SLU		Sec. 544c
Indoor specialty car facility		CLU						Sec. 544e n
Industrial, Construction, and Storage								
Contractor showroom and workshop						P		
Contractor storage yard								Sec. 544i h
Dry cleaning plant								Sec. 557g
Electronic data processing and computer centers		P	P					
Manufacturing, packaging, assembly, or fabrication of products						CLU		Sec. 544j p
Research or testing laboratories			SLU					Sec. 557o
Small manufacturing and production establishment	CLU	CLU				CLU		Sec. 544ee dd
Wireless Communication Facilities		SLU	SLU	SLU	SLU			Sec. 557t
Animals and Agricultural								
Garden Center/nursery		SLU				SLU		Sec. 557i
Veterinary hospital/clinic		CLU						Sec. 544gg ff
Educational								
Colleges, universities, and other institutions of higher learning including trade, technical, and vocational schools		P	P	P	P			
Educational Institutions, including Public, Private, and Parochial Elementary, Middle, and High Schools	SLU	SLU	SLU	SLU				Sec. 557h
Private Educational tutoring businesses such as computer training establishments, after school tutoring, and similar businesses	P	P	P		P	P	P	
Performing and fine arts schools or studios	P	P	P		P	P	P	Sec. 544s
Private technical schools and training institution		P	P	P	P			
Student dormitories				SLU				Sec. 557q

Table 221.1 Commercial and Mixed-Use Districts Uses								
Use	B-1	B-2	O	PTRED	PCD	MX-1	MX-2	Add'l Req'ts
Public and Semi-Public								
Library and museum	P	P						
Places of worship, assembly, or gathering	CLU	P						Sec. 544t
Theaters, cinemas, and similar assembly buildings		P						
Utility Structures and transmission systems	SLU	SLU		SLU	SLU			Sec. 557s
Accessory								
Drive-through window facilities		SLU					SLU	Sec. 557f
On-Premises alcoholic beverages	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544.q
Outdoor dining, accessory to restaurant, brewery, winery or distillery	P	P		P	P	P	P	Sec. 319
Outdoor retail display and sales (commercial)		CLU						Sec. 544r
Outdoor storage		SLU						Sec. 557m
Retail businesses with adult novelties		CLU						Sec. 544z y

SEC. 222 PROVISIONS APPLICABLE TO COMMERCIAL DISTRICTS

All commercial uses permitted by right, conditional land use or by special land use approval shall be required to meet all of the following requirements:

- All business establishments shall be retail or service establishments dealing directly with customers.
- All goods produced on the premises shall be sold at retail on the premises where produced.
- All businesses or services shall be conducted within a completely enclosed building except where commercial outdoor seating, display, storage, service or sales is permitted as an accessory use and has been approved as part of the site plan in accordance with the standards of Article 5, Division 1 for the respective use or as otherwise permitted.
- Accessory uses customarily incidental to the above permitted uses, only when conducted within a completely enclosed building, subject to the following restrictions:
- "Sidewalk sales" shall be permitted only as provided hereunder:
 - No person, firm, corporation or merchants shall vend, sell, dispose of or display any goods, wares, merchandise, produce or vegetables on any public street or sidewalk or anywhere else outside a building without having first obtained a license from city council for that purpose, paid a license fee therefor, as hereinafter provided, and being possessed of a merchant's license issued by the City of Oak Park which is valid for the period of said sidewalk sale.
 - Application for license to vend, sell, dispose of or display merchandise, goods, wares, produce or vegetables outside the building shall be made in writing to the city clerk. The application shall contain the name of the applicant, if an individual, the names of

partners, if a copartnership, or the names of the principal officers, if a corporation, and shall include the location of the place or places where such merchandise, goods, wares, produce or vegetables are to be so displayed and sold.

3. The license fee to be paid for such application shall be established by proper resolution of the city council. No license shall be valid for more than three days. No more than two such licenses shall be granted to any person, firm, corporation or merchant in a single calendar year. The license issued under this subsection shall apply only to the premises specified in the application, and it shall not be transferred or assigned nor shall any parties other than those listed in the application be allowed to conduct a sidewalk sale. No license shall be issued hereunder until approval of the application therefor by the city council and upon certification of the building inspector.
4. A license issued under this subsection shall be granted and valid only for the display and sale of the merchandise usually sold on the premises and described in the application for the license, and no new merchandise shall be brought in to vend, sell, dispose of or display at the sidewalk sale.
5. All merchandise offered for sale hereunder must be displayed on private property. Merchandise shall be securely and adequately placed so that it will not endanger passersby or fall or extend into the public right-of-way. Such sales shall not be operated in any manner which would cause a nuisance, or create a fire hazard or obstruct ingress and egress to premises.
6. The director of public safety and the building inspector shall make or cause to be made sufficient inspection to ensure compliance with the provisions of this section and any other applicable provisions of the city ordinances by the personnel conducting such sales.

SEC. 223 SITE DEVELOPMENT REQUIREMENTS

All principal uses, conditional uses, and special land uses, are subject to the following site development requirements:

Article 3, Division 1: General Provisions

Article 3, Division 2: Architectural Building Standards

Article 4, Division 1: Off-Street Parking and Loading Standards

Article 4, Division 2: Access Management and Driveway Standards

Article 4, Division 3: Landscape Standards and Tree Replacement

Article 4, Division 4: Signs

Article 4, Division 5: Lighting Standards

Article 5, Division 1: Site Plan Review

SEC. 224 BUILDING DESIGN STANDARDS

Building design standards are regulated by Building Types that meet the intent of the district, its uses, intensity of use, and character. General architectural standards and standards by Building Types are regulated in *Article 3, Division 2: Architectural Building Standards*. The following Building Types (x) are intended to meet the intent of the Commercial/Mixed-Use Districts and their associated permitted uses.

Commercial/Mixed-Use Building Types	B-1	B-2	O	PTRED	PCD	MX-1	MX-2	See Section
Multiple-family dwelling						X	X	354 355.C
Office			X	X				356 357.A
Storefront	X	X			X	X	X	356 357.B
Shopping center		X			X		X	356 357.C
Drive-through		X						356 357.D
Industrial building				X		X		358

SEC. 225 SCHEDULE OF REGULATIONS

	Height				Setbacks (feet)						
	Min.		Max.		Front		Sides (min.)		Rear		
	Stories	Ft.	Stories	Ft.	Min.	Max.	Least 1	Total 2	Min.		
B-1	-	-	2	30	0 ³	10	0	0	20		
B-2	-	-	2	30	10	-	15	30	25		
O	-	-	2	30	15	25	0	0	20		
PTRED	-	-	-	30	30	-	15	40	25		
PCD	-	-	2	30	30	-	25	25	25		
MX-1	1	25	3	45	0 ³	10	0	0	0		
MX-2	1	25	3	45	10	70 ²	0	0	0		

2. MX-2 is limited to one double-loaded bay of parking in front yard.

3. The front yard area between the minimum and maximum setback in the B-1 and MX-1 districts is defined as a dooryard. The dooryard is intended as a transitional area between the public realm and private property for pedestrian-oriented amenities. It shall accommodate entrances, outdoor seating, and projections such as awnings and balconies.

SEC. 226-229 RESERVED

Article 2

Division 4: Industrial Districts

SEC. 230 INTENT

- A. **LI Light Industrial.** The light industrial district regulations are established to provide sites for manufacturing plants, warehousing, research laboratories and similar uses. Development is limited to uses that can be carried out in an unobtrusive manner and maintain a compatibility with surrounding residential or commercial areas.
- B. **IF Industrial Flex.** The intent of the Industrial Flex district is to foster a mixture of live/work and maker space that complements and transitions to nearby commercial, residential, and industrial districts. Industrial Flex areas are generally transitioning from industrial uses to a higher density, adaptive reuse or modern infill to accommodate an eclectic live/work mixture of uses.

SEC. 231: INDUSTRIAL USE TABLE

In the Industrial Districts, land, buildings, and other structures shall be used only for one or more of the uses specified in the table below. Uses denoted by a "P" are permitted by right, "CLU" are permitted with conditions subject to standards in *Article 5, Division 3: Conditional Land Uses*, and uses denoted by a "SLU" are considered special land uses and may be approved by the Planning Commission subject to the applicable general and specific standards in *Article 5, Division 4: Special Land Uses*. Additional applicable use standards are listed in the column at right.

Use	LI	IF	Add'l Req'ts
Residential			
Attached residential/townhomes		P	
Multi-family dwelling		P	
Upper floor residential dwelling		P	
Mobile homes		SLU	Sec. 557l
Office and Medical			
Financial institution such as banks or credit unions		P	
Medical and dental offices, including clinics, but excluding 24-hour emergency or 24-hour urgent care		P	
Restaurants, Entertainment, and Recreation			
Adult entertainment regulated uses	SLU		Sec. 557a
Brewery, micro-brewery, brew-pub; winery; distillery	CLU	CLU	Sec. 544e q
Commercial indoor recreation	CLU		Sec. 544f e
Commercial outdoor recreation	CLU		Sec. 544g f
Golf driving ranges and miniature golf courses	SLU		Sec. 557j
Health, fitness, and exercise centers	CLU	CLU	Sec. 544m l
Retail Sales and Services			
Art facilities, art gallery		P	
Commercial television and radio broadcasting offices and studios	P	P	Sec. 557e
Garden centers/greenhouse/nursery		CLU	Sec. 544i k

Use	LI	IF	Add'l Req'ts
General retail sales and services		P	Sec. 544 bb aa and cc bb
laundry self service, dry cleaning		P	
Retail establishment holding a SDD (specially designated distributor) or SDM (specifically specially designated merchant license from the Michigan Liquor Control Commission		CLU	Sec. 544 aa z
Studios or music recording studios	P	P	City Code Ch. 38, Article II
Wholesale businesses	P	P	
Transportation and Auto Uses			
Automobile or vehicle dealerships	CLU		Sec. 544d
Automobile repair establishments (Major repair)	CLU		Sec. 544a
Automobile Service centers (Minor repair)	CLU	CLU	Sec. 544b
Indoor specialty car facility	CLU		Sec. 544 e n
Industrial, Construction, and Storage			
Any production, processing, cleaning, testing, repairing, storage and distribution of materials, goods, foodstuffs and products not involving a normal retail or service activity on the lot	P	P	
Contractor showroom and workshop	P	P	
Contractor storage yard	CLU		Sec. 544 i h
Crematoria	P		
Dry cleaning plant	SLU	SLU	Sec. 557g
Electronic data processing and computer centers	P	P	
Equipment rental, indoor sales and service	P	P	
Manufacturing, packaging, assembly, or fabrication of products	P	P	Sec. 544 q f
Research or testing laboratories	P	P	Sec. 557o
Salvage yard	SLU		Sec. 557p
Self-storage facilities	CLU	CLU	Sec. 544 dd cc
Small manufacturing and production establishment	P	P	Sec. 544 ee dd
Stone cutting and monuments	P		
Tool, die, gauge, machine shops	P	P	
Trucking terminals	SLU		Sec. 557r
Warehouse/ Distribution	P	P	
Wireless Communication Facilities	SLU	SLU	Sec. 557t
Animals and Agricultural			
Commercial kennel or animal shelter	CLU		Sec. 544 p o
Pet boarding facility	CLU		Sec. 544u
Veterinary hospital/clinic	CLU		Sec. 544 gg ff
Educational			
Colleges, universities, and other institutions of higher learning including trade, technical, and vocational schools	P	P	

Use	LI	IF	Add'l Req'ts
Educational Institutions, including Public , Private, and Parochial Elementary, Middle, and High Schools	SLU		Sec. 557h
Educational tutoring businesses such as computer training establishments, after school tutoring, and similar businesses		P	
Performing and fine arts schools or studios	CLU	P	Sec. 544s
Private technical schools and training institution	P	P	
Accessory			
Outdoor dining, accessory to restaurant, brewery, winery or distillery	P	P	Sec. 319
Outdoor retail display and sales (commercial)	CLU		Sec. 544r
Outdoor storage	SLU		Sec. 557m

SEC. 232 PROVISIONS APPLICABLE TO INDUSTRIAL DISTRICTS

All commercial uses permitted by right or by special land use approval shall be required to meet all of the following requirements:

- a. Except as otherwise provided in this article, all uses shall be conducted wholly within a completely enclosed building, except for off-street parking or loading.
- b. Outdoor storage which is clearly accessory to the permitted use, limited in scale, and incidental to the primary indoor use(s) of the site, subject to the provisions of *Section 557m*
- c. The storage and/or use of any volatile, flammable or other materials shall be fully identified in the site plan review application and in accordance with all city, state and federal regulations regarding toxic or hazardous materials: **subject to MCL 324.11121 and 324.11122.**
- d. Where the outdoor placement of an aboveground storage tank is necessary, the storage tank must be completely screened from public view. The screening shall consist of a masonry wall of brick, stone or poured concrete with a decorative pattern or a treated wood obscured fence. The design and material of the screening to be approved by the planning commission and city council.
- e. No truck well, loading dock, overhead door or other type of service bay door shall face an abutting residential district. Pedestrian exits and emergency doors are permitted on such building facades.
- f. ~~The storage and/or use of any volatile, flammable or other materials shall be fully identified in the site plan review application and in accordance with all city, state and federal regulations regarding toxic or hazardous materials.~~

SEC. 233 BUILDING DESIGN STANDARDS

Building design standards are regulated by building types that meet the intent of the district. General architectural standards and standards by building types are regulated in *Article 3, Division 2: Architectural Standards*. The following building types (X) are intended to meet the intent of the Industrial Districts.

Commercial/Mixed-Use Building Types	LI	IF	See Sec.
Attached Dwelling/ Townhome		X	354.1355.B
Multiple-family dwelling		X	354.1355.C 355D
Office		X	356.1 357.A
Industrial building	X	X	358.1

SEC. 234 SCHEDULE OF REGULATIONS

	Height				Setbacks (feet)				
	Min.		Max.		Front		Sides (min.) ¹		Rear
	Stories	Ft.	Stories	Ft.	Min.	Max.	Least 1	Total 2	Min.
LI	-	-	-	45	25 ²	-	15	40	25
IF	-	-	-	45	10	35	10	20	25

- a. 1. Side yard setbacks may be reduced along one interior side lot line which abuts another property or properties zoned industrial, where proper access is provided to the rear of the building for parking, loading/unloading, and emergency services, and provided the building wall complies with all requirements of the building code for proper construction and fire rating. This section permits zero lot line construction where the above conditions are demonstrated to be met through site plan review.
- b. 2. The front yard setback may be reduced to 10 feet provided significant landscaping is provided in a greenbelt per Sec. ~~447~~ 445.

SEC. 235 SITE DEVELOPMENT REQUIREMENTS

All principal uses, conditional uses, and special land uses, are subject to the following site development requirements:

Article 3, Division 1: General Provisions

Article 3, Division 2: Architectural Building Standards

Article 4, Division 1: Off-Street Parking and Loading Standards

Article 4, Division 2: Access Management and Driveway Standards

Article 4, Division 3: Landscape Standards and Tree Replacement

Article 4, Division 4: Signs

Article 4, Division 5: Lighting sStandards

Article 5, Division 1: Site Plan Review

SEC. 236-299 RESERVED

CITY OF OAK PARK ZONING ORDINANCE

Article 5

Division 3: Conditional Land Uses

SEC. 540 PURPOSE

The intent of this Article is to provide standards for conditional land uses, which are uses with specific conditions that if met, make the use permitted by right. These conditions are intended to minimize potential negative impacts to other surrounding land uses that could arise due to operations of the particular use. This Article provides standards for the City Planner or Planning Commission, depending upon the site plan review requirements, to review and determine if the conditions have been met.

SEC. 541 STANDARDS FOR APPROVAL

- a. Prior to approving a conditional land use, the City Planner shall require that the proposed use meets all requirements and standards. If all requirements and standards are met, a conditional use permit is granted.
- b. Properties for which application for conditional land use approval is made shall also be concurrent with, and subject to, site plan review in accordance with the requirements of *Article 5, Division 1, Site Plan Review*. Failure to obtain site plan approval will constitute denial of the approved conditional land use.

SEC. 542 REQUIREMENTS AND STANDARDS OF APPROVAL

- a. The requirements to permit the conditional use shall remain unchanged.
- b. The Department of Technical and Planning Services Division of Building Inspector shall make periodic investigations of the conditional land use to ensure continued compliance with all requirements and standards imposed by this Article. Noncompliance with the requirements

CITY OF OAK PARK ZONING ORDINANCE

for the conditional land use shall constitute grounds for the Department of Technical and Planning Services Division of Building Inspector and/or Zoning Official to terminate the approval.

SEC. 543 VALIDITY OF CONDITIONAL LAND USE APPROVAL

- a. In cases where actual physical construction of a substantial nature of the structures authorized by a conditional land use and site plan approval has not commenced within eighteen (18) months, and a written application for extension of the approval has not been filed as provided below, the approval shall automatically become null and void and all rights thereunder shall terminate.
- b. Upon written application filed prior to the termination of the eighteen (18) month period, the City Planner may authorize a single extension of the time limit for a further period of not more than 12 months. Such extension shall only be granted based on evidence from the applicant that the development has a reasonable likelihood of commencing construction within the 12 month extension.
- c. The granting of a conditional land use shall allow that particular use to be conforming in the zoning district, as long as the standards of this Article are maintained.

SEC. 544 CONDITIONAL LAND USE SPECIFIC REQUIREMENTS

Conditional land uses, because of their unique character and potential impacts on adjacent properties and the City, require additional specific requirements. Such uses are listed below with specific standards and regulations that must be met.

a. **Automobile Repair Establishments (Major Repair)**

Vehicle repair garages including body repair, body painting, engine rebuilding, rust-proofing, and similar activities, may be permitted in certain districts specified in this ordinance, subject to the following:

- 1. No vehicles awaiting service shall remain on-site for more than 36 hours.
- 2. All repair services shall be conducted within a completely enclosed building.
- 3. All trash storage areas shall be screened from view by a six-foot high enclosure approved by the Planning Commission. The trash containers shall be emptied at least once each week. All discarded vehicle parts shall be kept inside the enclosure and shall

CITY OF OAK PARK ZONING ORDINANCE

not be permitted to accumulate for periods longer than one week unless stored within the building.

4. A six-foot high masonry face brick wall or poured concrete wall with brick pattern on both sides, shall be located on all property lines which abut any residential district. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
5. Management plans shall be submitted for the collection, storage, and recycling or proper disposal of all new, used or waste automotive fluids resulting from repair or service operations.

b. Automobile Service Centers (Minor Repair)

Automobile service centers such as muffler and brake shops, new tire sales, tune-up shops, quick oil change shops, and similar establishments for minor repairs, routine maintenance and auto accessories, may be permitted in certain districts specified in this ordinance subject to the following:

1. The use shall be completely enclosed within a building.
2. No vehicles awaiting repair shall remain on-site for more than 36 hours.
3. A six-foot high masonry wall of face brick or poured concrete with brick pattern on both sides, shall be located on all property lines which abut any residential district. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
4. All trash storage areas shall be screened from view by a six-foot high enclosure approved by the Planning Commission. Old parts such as tires, mufflers, pipes, and the like, shall be kept inside the enclosure and shall not be permitted to accumulate for periods longer than one week unless stored within the building.
5. Management plans shall be submitted for the collection, storage, and recycling or proper disposal of all new, used or waste automotive fluids resulting from repair or service operations.

CITY OF OAK PARK ZONING ORDINANCE

c. Automobile Washes, Automatic or Self-service

1. Only one (1) ingress/egress driveway shall be permitted on any single street.
2. Where adjoining residentially zoned or used property, a decorative masonry wall six (6) feet in height shall be erected along any common lot line. Such wall shall be continuously maintained in good condition. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.

A three-foot high landscaped berm within a greenbelt of at least 20 feet in width may be substituted for the required masonry wall.

3. All washing facilities shall be within a completely enclosed building. Self-service facilities may be within a partially enclosed building.
4. Vacuuming and drying may be located outside the building but shall not be in the required front yard and shall be set back at least fifty (50) feet from any Residential District. Such areas shall be screened with obscuring landscaping as determined by the Zoning Official or Planning Commission.
5. Adequate stacking space shall be provided in accordance with the requirements of *Article 4, Division 1: Off-Street Parking and Loading Standards*. Stacking spaces shall not be permitted in the public right-of-way.
6. All lighting shall be noted on the site plan and shall be shielded downward and away from adjacent properties and rights-of-way.
7. Self-contained, covered waste receptacles shall be provided at each proposed vacuum station to provide convenient disposal of customer refuse.

d. Automobile or Vehicle Dealerships

1. Automobile or Vehicle dealers shall be subject to the following regulations except as otherwise specified in this ordinance:
 - a) General provisions. In B-2, general business districts, and LI, light industrial districts, the following minimum standards apply:
 - 1) All vehicle dealers shall have a solely dedicated permanent structure containing not less than 500 square feet of interior floor space to be used as business or

CITY OF OAK PARK ZONING ORDINANCE

sales office, in which customers may enter and transact business, and in which heating, plumbing, and restrooms are provided. Such building shall also include a bay in which vehicles can be brought in for minor servicing, cleaning, and preparation for sales.

- 2) All cleaning and refurbishing of vehicles must be performed within an enclosed permanent building. No repair or refinishing shall be done outside on the lot.
- 3) Outdoor loudspeakers or public address systems shall not be permitted.
- 4) The required vehicle display area shall conform to the following requirements:
 - i. Access to each individual vehicle shall be provided. Vehicles shall not be positioned in a stacked or packed formation.
 - ii. There shall be no storage or display of vehicles in the public right-of-way.
- 5) Vehicles for sale shall be prohibited from parking within any maneuvering lane or driveway.
- 6) Outdoor storage of inoperable or part-stripped vehicles shall be prohibited from the site.
- 7) The setback areas along street frontages shall not be used for the parking or for the storage/display of vehicles. Separate off-street parking shall be provided in compliance with the regulations contained in *Article 4, Division 1, Off-street Parking and Loading* and the following provision:
 - i. The minimum number of parking spaces to be provided shall be calculated based on the formula of five spaces plus one space per each 15 used car storage/display spaces.
- 8) Grounds shall meet, or be improved to comply with, the following site design requirements:
 - i. The site shall be hard-surfaced, graded and drained in accordance with the regulations of *Article 4, Division 1, Off-street Parking and Loading*. Concrete curbing shall be provided along the perimeter of the parking area.
 - ii. Maneuvering lanes for the storage/display area shall be a minimum of 20 feet in width.
 - iii. The setback areas along street frontages shall be a landscaped greenbelt measuring minimum of ten feet in width. Landscape plans must be included in application for review. See landscape provisions in *Article 4, Division 3, Landscaping*.
 - iv. Overhead service doors shall not face or open toward residentially zoned property.
- 9) A six-foot-high masonry wall of face brick, six-foot-high simulated brick pattern poured concrete wall. The plan shall detail the location, height and type of

CITY OF OAK PARK ZONING ORDINANCE

wall/fence proposed, shall be located on all property lines which abut any residential district.

- 10) Where the storage yard abuts residentially zoned property there shall be a ten-foot-wide landscaped greenbelt, between the property line and the fence/wall. Said greenbelt shall be planted in accordance with *Article 4, Division 3 Landscaping*, Section 445.
 - 11) All lighting on the site shall be shielded. All glare shall be eliminated from all light fixtures and not encroach upon abutting properties. Lighting shall otherwise not direct illumination upon abutting properties, or emit illumination upon abutting properties in a manner that or of such magnitude that encroaches upon their peace. The light poles shall be no higher than 20 feet. Upward-directed lighting, searchlights, moving beams, and spotlights shall not be permitted.
 - 12) A vehicle dealer licensed business shall be issued only for use on the premises named in the license application and such location shall not be changed without the approval of the city clerk. The clerk shall not approve such a transfer unless the new location conforms with all applicable ordinances.
- b) LI, light industrial districts. Classes B and W vehicle dealer licenses permitted only in combination with a towing, body shop (collision-related mechanical repair and unitized body structural repair only) or custom utility vehicle manufacturer subject to the following:
 - 1) The minimum lot area for a class B vehicle dealer shall be a solely dedicated 5,000 square feet and for class W licenses a solely dedicated 2,500 square feet.
 - 2) There shall be provided a minimum of ten storage/display spaces for class B licenses and five storage/display spaces for class W licenses.
 - c) B-2, general business districts. Classes A and B vehicle dealer licenses permitted for automobile dealerships, showrooms and used car lots subject to the following:
 - 1) The minimum lot area for a class A or B vehicle dealer shall be a solely dedicated 10,000 square feet.
 - 2) There shall be provided a minimum of ten storage/display spaces.

~~e. Breweries, Microbreweries (Accessory), Brewpubs, Distilleries, and Wineries~~

~~For brewpubs serving alcoholic liquor for consumption on the premises the following additional requirements:~~

- ~~1.—There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.~~

CITY OF OAK PARK ZONING ORDINANCE

- ~~2.—Not less than 25 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.~~
- ~~3.—Except as otherwise provided in this article, all operations of the facility shall be conducted within a completely enclosed building, except for off-street parking or loading.~~
- ~~4.—All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.~~
- ~~5.—For breweries, wineries and distilleries serving alcoholic liquor for consumption on the premises the following additional requirements:~~
 - ~~a)—Not more than 40 percent of the gross floor area of the facility shall be used for purposes other than the manufacturing of alcoholic liquor. The area not devoted to manufacturing may be used for the serving of alcohol, food preparation, seating for diners, entertainment, and retail sales. Public restroom facilities shall not be considered in this determination.~~
 - ~~b)—Except as otherwise provided in this article, all operations of the facility shall be conducted within a completely enclosed building, except for off-street parking or loading.~~
 - ~~c)—All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.~~
 - ~~d)—Shall be located only along major corridors in the LI Light Industrial district.~~

f.e. Commercial Indoor Recreation

Commercial indoor recreation uses, such as a bowling alley, roller rink, or similar use, may be permitted in certain districts, as specified in this ordinance, subject to the following:

1. In the B-2 and MX-1 Districts, the use may not exceed 2,500 square feet.
2. All off-street parking shall be screened from abutting residential property by a six-foot high masonry wall of face brick or poured concrete with brick pattern on both sides. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
 - d) A three-foot high landscaped berm within a greenbelt of at least 20 feet in width may be substituted for the required masonry wall.

CITY OF OAK PARK ZONING ORDINANCE

3. The site shall have direct access to a major or secondary thoroughfare as designated in the city's adopted master plan.
4. The planning commission may regulate the hours of operation, as necessary, when the project is abutting less-intensive or residential uses, as a part of the special land use permit.

g.f. Commercial Outdoor Recreation.

Commercial outdoor recreation such as, golf driving ranges, miniature golf, batting practice cages, water slide parks, tourist-oriented outdoor amusements, and similar uses, may be permitted in certain districts as specified in the ordinance, subject to the following:

1. Minimum lot size of 1 acre.
2. No activities shall take place within 100 feet of an abutting residential district.
3. Use of loudspeaker or public address systems for broadcasting music or continuous announcements shall be prohibited.
4. An outdoor lighting plan shall specify the type of fixtures to be used, light intensity, and method of shielding the fixtures so that light does not project onto adjoining properties or interfere with driver visibility on any public or private street or public right-of-way.
5. Hours of operation may be restricted by the planning commission in order to reduce the impact of the proposed use on abutting residential areas.
6. All protective fencing/netting locations shall be detailed on the site plan. The planning commission may regulate type, size and location, of said fencing/netting for aesthetic, visibility and safety purposes.

h.g. Community Center

1. In residential zoning districts, community centers or cultural facilities shall conform to the following requirements and restrictions.
 - a) Residentially-zoned properties not meeting these requirements shall be required to obtain a Special Use Permit.
 - b) They shall be located on a Principal Arterial, Major Arterial, Minor Arterial, Major Collector Street on a site of not less than 1 acres with 250 feet of road frontage.
 - c) The buildings shall be located not less than 50 feet from any street and not less than 30 feet from any side or rear property line.
 - d) Parking shall not be provided in the front building setback area.

CITY OF OAK PARK ZONING ORDINANCE

- e) A minimum 50-foot in depth buffer shall be provided adjacent to residentially-zoned properties.

i.h. Contractor Storage Yard

1. All such storage shall be located within a rear yard and screened with fencing in accordance with *Section 309*.
2. No material shall be stored above the height of the screening.
3. All storage areas shall conform to all district setback requirements for principal uses, but in no case shall outside storage be located closer than 50 feet to residentially zoned property.
4. Property access to all parts of the storage areas shall be provided for fire and emergency services.
5. All loosely packed materials such as sand, topsoil, dirt, fertilizer, etc., shall be covered and contained to prevent them from being blown or washed off of the site.
6. No materials which give off noxious odors shall be stored outdoors.
7. Outdoor storage and display areas shall comply with all minimum setback requirements for the zoning district or building type.

j.i. Drive-through Window Facilities for Banks, Restaurants or Other Permitted Uses

See Section 557f

k.j. Event Facilities

1. Such facilities shall be located on a Principal Arterial, Major Arterial, Minor Arterial, or Major Collector Street
2. The property shall contain a minimum of 3 acres.
3. Activities shall be limited to community or private parties, gatherings or charity events; weddings, wedding receptions; showers; business functions. Other similar events may also be included, at the discretion of the City.
4. Adequate, permanent restroom facilities shall be provided, which shall meet the minimum requirements of the Oakland County Health Department and building code requirements.
5. Special event hours of operation shall be limited to between 9:00am and 11:00pm.
6. Adequate off-street parking facilities shall be provided on-site.

CITY OF OAK PARK ZONING ORDINANCE

k. Garden Centers/Greenhouse/Nursery

1. The outdoor storage or material display areas shall not be permitted in any front yard as determined by the Planning Commission. Such areas shall meet all other yard setback requirements applicable to any building in the district.
2. All loading activities and parking areas shall be provided off-street and on the same premises.
3. The storage of any soil, sand, mulch, or similar loosely packaged materials shall be sufficiently contained to prevent any adverse effect upon adjacent properties. The outdoor storage of fertilizers, pesticides, and other hazardous materials shall be prohibited.
4. Decorative fences, knee walls, and other architectural features may be required by the Planning Commission for outdoor sales, display, and storage areas to assure compatibility with the existing or intended character of the general vicinity.
5. All materials stored outdoors shall not be piled or stacked higher than the height of any garden center fencing or wall.

m.l. Health/Fitness/Exercise Center

1. Within the Light Industrial (L1) and Industrial Flex (IF) Districts, the minimum square footage of the facility shall be 4,000 square feet.
2. In the Mixed Use (MX-1) District, the facility shall be a maximum of 1,200 square feet.

n.m. Hookah/Vapor Bar or Lounge (Smoking Lounge)

1. Shall be subject to the following restrictions:
 - a) Smoking of hookah in any establishment that serves alcohol or food shall be prohibited.
 - b) Hours of operation shall not extend past 11:00 p.m.
 - c) Hookah bars and lounges shall not serve patrons under the age of 19.
2. Required Spacing.
 - a) The proposed smoking lounge is not located within 500 feet of a school, park, or place of worship.
 - b) The proposed smoking lounge is not located within 1,000 feet of any other smoking lounge.

CITY OF OAK PARK ZONING ORDINANCE

- c) Measurement of distances between regulated uses and any other regulated or protected use shall be from the outermost boundaries of the parcel or lot of each use. In the case of a regulated use within a shopping center with a minimum of at least 5,000 square feet of tenant space, the distance from the outermost boundaries of the tenant space proposed to contain the regulated use, shall be used as one measurement point.

e.n. Indoor Specialty Cars Facility

- 1. No outdoor storage or display of cars permitted.
- 2. No auctions permitted.

p.o. Kennels, commercial

Commercial kennels and may be permitted in certain districts specified in this Ordinance, subject to the following:

- 1. The site shall abut a public road shown as a major or secondary thoroughfare on the city's adopted master plan.
- 2. All pens and runs shall be completely enclosed within a building.
- 3. All breeding areas shall be completely enclosed.
- 4. All animals shall be adequately housed, fenced and maintained so as not to be or become a public or private nuisance. The premises shall be maintained in such a manner so as not to be harmful to surrounding properties, or create any hazard or detriment to public health, safety or general welfare.
- 5. Kennels housing more than ten dogs shall provide one off-street parking space for each five kennel runs. Other uses shall provide parking to accommodate the maximum number of patrons using the facility at any one time in accordance with *Article 4, Division 1 Off-street Parking and Loading*.
- 6. A six-foot high masonry face brick wall or poured concrete wall with brick pattern on both sides, shall be located on all property lines which abut any residential district. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - 1) One three-inch caliper deciduous tree per 30 feet of wall length.
 - 2) Four, 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - 3) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.

CITY OF OAK PARK ZONING ORDINANCE

7. Any use permitted by the city under this section shall terminate immediately when the lot area requirements herein set forth are decreased in any manner or the provisions of this ordinance violated.

q.p. Manufacturing, Packaging, Assembly, Fabrication of Products

1. Except as otherwise provided in this article, all uses shall be conducted wholly within a completely enclosed building, except for off-street parking or loading.
2. Outdoor storage which is clearly accessory to the permitted use, limited in scale, and incidental to the primary indoor use(s) of the site, subject to the provisions of Sec. 557m (special land use approval not required).
3. Where the outdoor placement of an aboveground storage tank is necessary, the storage tank must be completely screened from public view. The screening shall consist of a masonry wall of brick, stone or poured concrete with a decorative pattern ~~or a treated wood obscured fence~~. The design and material of the screening to be approved by the planning commission and city council.
4. No truck well, loading dock, overhead door or other type of service bay door shall face an abutting residential district. Pedestrian exits and emergency doors are permitted on such building facades.
5. The storage and/or use of any volatile, flammable or other materials shall be fully identified in the site plan review application and in accordance with all city, state and federal regulations regarding toxic or hazardous materials.

q. On-Premises Alcoholic Beverages

Any primary or accessory use that requires a license for the sale or consumption of alcoholic beverages on-premises as regulated by the Michigan Liquor Control Commission (LLC) shall require a Conditional Land Use, even if the use is permitted by right in any given district, subject to the following:

1. GENERAL. Establishments serving alcoholic liquor for consumption on the premises may be permitted in certain districts, subject to the following:
 - a. The proposed establishment serving alcoholic liquor for consumption on the premises is not located within 500 feet of a place of worship or school building. The distance between the place of worship or school building and the contemplated location shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the

CITY OF OAK PARK ZONING ORDINANCE

center line, from the part of the place of worship or school building nearest to the contemplated location and from the part of the contemplated location nearest to the place of worship or school building. Notwithstanding the stated distance requirements, no proposed establishment serving alcoholic liquor for consumption on the premises will be permitted to serve alcoholic liquor if the proposed establishment serving alcoholic liquor for consumption on the premises is located on a parcel of land adjacent to a parcel of land with a place of worship or school building. This provision may be waived by the planning commission if the affected school(s) or place(s) of worship, through its duly appointed or elected governing body, affirmatively waives, in writing, its right to object to the establishment and the planning commission determines that the proposed establishment serving alcoholic liquor for consumption on the premises will not adversely affect the operation of the school or place of worship.

- b. The layout of the site of the proposed establishment serving alcoholic liquor for consumption on the premises and its relationship to streets serving access to the site shall be in a manner that vehicular and pedestrian traffic to and from the proposed establishment serving alcoholic liquor for consumption on the premises, and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.
- c. The proposed establishment serving alcoholic liquor for consumption on the premises will be compatible with adjacent uses of land, considering the proximity of residential dwellings, places of worship, schools, public structures, and other places of public gatherings.
- d. The proposed establishment serving alcoholic liquor for consumption on the premises will not be contrary to the public interest or injurious to nearby properties.
- e. The proposed establishment serving alcoholic liquor for consumption on the premises will not have the possible effect of downgrading and blighting the surrounding neighborhood.
- f. The proposed establishment serving alcoholic liquor for consumption on the premises will not reasonably be expected to diminish the value of properties in the immediate area.
- g. Where the establishment is immediately adjacent to residentially used or zoned properties, serving of on-premises alcoholic beverages shall cease by 12 A.M. unless waived by the Planning Commission; upon finding that the use is compatible with the residential area in which it will be located, and will not have any appreciable negative secondary effects on the area, such as:
 - i. Vehicular and pedestrian traffic, particularly during after midnight hours, might disturb area residents.

CITY OF OAK PARK ZONING ORDINANCE

- ii. Noise, odors, or lights that emanate beyond the site's boundaries onto property in the area on which there are residential dwellings, consistent with Sec.320 of this article and Chapter 38 of the City Code of Ordinances.
 - h. Except as otherwise provided in this article, all operations of the proposed establishment shall be conducted within a completely enclosed building, except for off-street parking or loading. Outdoor dining shall be subject to the provision of Sec. 319 of this article.
 - i. All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.
2. REVIEW CRITERIA. The Planning Commission shall consider whether the applicant's proposal is reasonable when measured against the review criteria as found in Section 6-58 (e) of Chapter 6: Alcoholic Liquor of the City Code of Ordinances, as amended thereafter.
3. For brewpubs serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:
- a. There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.
 - b. Not less than 25 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.
4. For breweries, wineries and distilleries serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:
- a) Shall be located only along major corridors in the LI Light Industrial district.
5. For restaurants serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:
- 1) There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.
 - 2) Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways. Public restroom facilities shall not be considered in this determination.

CITY OF OAK PARK ZONING ORDINANCE

6. For any other alcohol-related uses such as, but not limited to, theaters, markets, or recreational centers seeking to serve beverages for consumption on-the premises, the accessory/secondary use of alcoholic liquor bar area shall not exceed 10% of the total combined square footage of all primary and other secondary uses.

r. Outdoor Retail Display and Sales (Commercial)

1. Unless accessory to an approved retail business, an enclosed building of at least 5000 square feet of gross floor area for office and sales use is required.
2. s Shall be placed against the front wall of the principal building and shall not extend more than 36 inches from the building façade; provided that where there is a pedestrian sidewalk in front of the display, it shall remain unobstructed for a continuous width of at least 48 inches.
3. Displays shall be no taller than five feet high and shall not be longer than 20 feet or the length of the store's façade, whichever is less.
4. Displays shall not interfere with fire lanes.
5. The merchandise displayed must be offered for sale on the premises in front of which it is displayed.
6. Palletized materials such as mulch, salt pellets, hunting bait, etc. shall not be displayed.
7. A sketch plan indicating the location and dimensions of the outdoor display must be submitted and approved by the City prior to any outdoor display. Any outdoor display shall at all times comply with the sketch plan or site plan approved by the City.

s. Performing and Fine Arts Studios

In Light Industrial District:

1. Studios shall be one-story.
2. Activities shall be within a completely enclosed building.
3. Shall be located along a major corridor

t. Places of Worship, Assembly, or Gathering

Churches, synagogues and other places of worship, assembly, or gathering, may be permitted in certain districts specified in this ordinance, subject to the following:

1. The site shall have direct access to a major or secondary thoroughfare as designated on the city's adopted master plan.

CITY OF OAK PARK ZONING ORDINANCE

2. All parking areas shall be screened from adjoining properties by a minimum four-foot, six-inch high masonry wall or similar material suitable to the planning commission. The planning commission may permit the substitution of a landscaped greenbelt or earth berm after submission and review of a landscape plan.
3. The principal building shall comply with all setback requirements of the district in which it is located provided, however, that in no case shall the principal building be located closer than twice its height to any property line.
4. The site plan shall include a floor plan of the proposed structure(s) for use in determining required parking etc., based on proposed uses within the structure.
5. The site plan shall detail any proposed outdoor use areas (playgrounds, shrines, etc.), including means of pedestrian and vehicular access, if applicable.

u. Pet Boarding Facilities

1. Except for the outdoor play area, the facilities must be located in a building with the pet boarding and any ancillary services being the only uses.
2. The lot shall be at least two (2) acres in size.
3. Up to 5% of the floor area may be used for accessory retail sales.
4. Adequate traffic circulation must be provided on-site to accommodate the frequent pickup and drop-off of animals for the facility.
5. An outdoor play area is allowed with the following restrictions:
 - a) Any outdoor play area shall not be any closer than one-hundred fifty (150) feet from a residential zoning district.
 - b) Any outdoor play area shall be located in the interior side yard or rear yard.
 - c) A maximum eight (8) foot high fence enclosure is required around the play area and surface must be easy to maintain.
 - d) All animal waste shall be removed from the outdoor play area daily and disposed of in a sanitary manner.
 - e) Pets shall not be permitted to remain outdoors overnight.

v. Rehabilitation of historic buildings into restaurants, museums, and performing arts centers

1. The determination of whether a building is historic will be made by the planning commission based on the review and consideration of a report developed by a qualified historic preservation professional
2. Any restaurant serving alcohol must comply with subsection "w" below

CITY OF OAK PARK ZONING ORDINANCE

w. Restaurant serving Alcohol

- 1.—Establishments serving alcoholic liquor for consumption on the premises may be permitted in certain districts, subject to the following:
 - a)—The proposed establishment serving alcoholic liquor for consumption on the premises is not located within 500 feet of a place of worship or school building. The distance between the place of worship or school building and the contemplated location shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the center line, from the part of the place of worship or school building nearest to the contemplated location and from the part of the contemplated location nearest to the place of worship or school building. Notwithstanding the stated distance requirements, no proposed establishment serving alcoholic liquor for consumption on the premises will be permitted to serve alcoholic liquor if the proposed establishment serving alcoholic liquor for consumption on the premises is located on a parcel of land adjacent to a parcel of land with a place of worship or school building. This provision may be waived by the planning commission if the affected school(s) or place(s) of worship, through its duly appointed or elected governing body, affirmatively waives, in writing, its right to object to the restaurant and the planning commission determines that the proposed establishment serving alcoholic liquor for consumption on the premises will not adversely affect the operation of the school or place of worship.
 - b)—The layout of the site of the proposed establishment serving alcoholic liquor for consumption on the premises and its relationship to streets serving access to the site shall be in a manner that vehicular and pedestrian traffic to and from the proposed establishment serving alcoholic liquor for consumption on the premises, and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.
 - c)—The proposed establishment serving alcoholic liquor for consumption on the premises will be compatible with adjacent uses of land, considering the proximity of residential dwellings, places of worship, schools, public structures, and other places of public gatherings.
 - d)—The proposed establishment serving alcoholic liquor for consumption on the premises will not be contrary to the public interest or injurious to nearby properties.

CITY OF OAK PARK ZONING ORDINANCE

- e) ~~The proposed establishment serving alcoholic liquor for consumption on the premises will not have the possible effect of downgrading and blighting the surrounding neighborhood.~~
- f) ~~The proposed establishment serving alcoholic liquor for consumption on the premises will not reasonably be expected to diminish the value of properties in the immediate area.~~
- g) ~~For restaurants serving alcoholic liquor for consumption on the premises the following additional requirements:~~
 - 1) ~~There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.~~
 - 2) ~~Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways. Public restroom facilities shall not be considered in this determination.~~
 - 3) ~~Not less than 50 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.~~
 - 4) ~~All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.~~

x. w. Restaurants with a Walk-Up Window

1. Trash receptacles shall be provided and maintained on the property, decorative, and covered.
2. All signs placed on the building shall be mounted flat against the building; and interior signs visible to patrons through glass or an opening shall not exceed twenty-five percent (25%) of that area. Temporary signs indicating whether the establishment is "opened" or "closed for the season" shall be permitted in accordance with *Article 4, Division 5: Signs*.
3. Months and hours of operation shall be provided as part of the conditional land use application.

y. x. Restaurants, including carryout

1. In the Office (O) District, all proposed restaurants shall be within an office building. No freestanding restaurants are permitted.

CITY OF OAK PARK ZONING ORDINANCE

2. Outdoor dining as an accessory area to a restaurant and subject to the provisions in *Article 3, Division 1 General Provisions, Section 320*
3. Parking shall be calculated for the site based on the individual uses, including the restaurant area, in accordance with the parking standards in *Article 4, Division 1 Off-Street Parking and Loading*.
4. No drive-thru or drive-in facilities are permitted.

z. y. Retail Businesses with Adult Novelty Items.

1. Intent. See *Section 557a*.
2. Definitions:
 - a) Adult materials: one or a combination of more than one of the following types of materials: adult books and adult novelty items.
 - b) Adult books: books, magazines, newspapers, advertisements, displays, posters, video tapes, video discs and motion picture films which are characterized by their emphasis on portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse, or sodomy.
 - c) Adult novelty items: devices of simulated human genitals or devices designed for sexual stimulation.
3. Requirements and regulated uses. The following requirements and regulated uses are included this subsection and defined for purposes of regulating retail businesses with adult novelty items:
 - a) Except for transitory movement by customers to the cash register and exiting the store, and except for temporary movement for delivery of inventory into the store and subsequent shelf placement, adult materials shall not be visible to the public, except for within a designated area meeting the following requirements:
 - b) A separate room (hereinafter referred to as adult material room) with a minimum of six (6) foot high walls that screen or substantially limit view by persons in the remaining areas of the store.
 - c) Minors under the age of eighteen (18) years of age shall not be permitted in the adult material room.
 - d) The ceiling in the adult material room shall not be utilized for the display, storage or reflection of any adult materials.
 - e) A bathroom and/or mechanical room adjacent to the adult material room shall at no time be used for the display or storage of adult materials.

CITY OF OAK PARK ZONING ORDINANCE

- f) Adult materials are prohibited in any location visible to the public outside of a retail business, including any area visible to the public through front windows of a retail business.
- g) There shall not be any live modeling or similar activity of any sort on the property.
- h) There shall be only one public entrance to the retail business located at the front of the retail business only, excluding required emergency exits and loading doors.
- i) Retail businesses with adult novelty items shall be located at least five hundred (500) feet from.
 - 1. All churches, convents, temples and similar religious institutions.
 - 2. All public, private or parochial nursery, primary or secondary schools, public parks, and hospitals.
 - 3. All childcare centers or day care centers.
- j) Pre-viewing of any adult materials on or from any televisions, audio players, video screens, monitors or other devices in the retail business is prohibited.

aa. z. Retail Establishment holding a SDD (Specialty specially designated distributor) or SDM (Specialty specially designated merchant) license from the Michigan Liquor Control Commission.

- 1. The proposed regulated use is not located within 1,000 feet of any other regulated use, regardless of community boundaries. Establishments with SDD and SDM licenses from the Michigan Liquor Control Commission, greater than 10,000 square feet of gross floor area, and devoting less than ten percent of the gross floor area to sales regulated by the SDD and SDM license, are exempt from the spacing requirement between regulated uses. Brew pubs, breweries, wineries and distilleries serving alcoholic liquor with SDD and SDM licenses from the Michigan Liquor Control Commission, are exempt from the spacing requirement between regulated uses.
- 2. The proposed regulated use is not located within 500 feet of a school, park, or place of worship, regardless of community boundaries. Establishments with SDM licenses from the Michigan Liquor Control Commission, greater than 10,000 square feet of gross floor area, and devoting less than ten percent of the gross floor area to sales regulated by the SDM license, are exempt from this spacing requirement.
- 3. The layout of the site of the proposed regulated use and its relationship to streets providing access to the site shall be in a manner that vehicular and pedestrian traffic to and from such proposed regulated use and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.

CITY OF OAK PARK ZONING ORDINANCE

4. The proposed regulated use will be compatible with adjacent uses of land, considering the proximity of residential dwellings, churches, schools, public structures, and other places of public gatherings.
5. The proposed regulated use will not be contrary to the public interest or injurious to nearby properties.
6. The proposed regulated use will not have the possible effect of downgrading and blighting the surrounding neighborhood.
7. The proposed regulated use will not be contrary to any program of neighborhood conservation, nor will it interfere with any redevelopment projects.
8. The proposed regulated use will not reasonably be expected to diminish the value of properties in the immediate area.
9. The proposed regulated use will be in compliance with all other applicable regulations, city codes and state and federal laws.
10. *Measurement.* Measurement of distances between regulated uses and any other regulated or protected use shall be from the outermost boundaries of the parcel or lot of each use. In the case of a regulated use within a shopping center with a minimum of at least 5,000 square feet of tenant space, the distance from the outermost boundaries of the tenant space proposed to contain the regulated use, shall be used as one measurement point.

bb. aa. Retail Sales in MX-1

1. Specialty retail limited to the following categories: gifts, flowers, apparel, jewelry, novelties, housewares, home accessories, sporting goods, specialty food and photographic equipment. Uses which, in the opinion of the Planning Commission based on findings of fact, are similar to the above permitted uses.

cc. bb. Retail Sales and Personal service in Office Building

1. Retail sales are permitted on ground floor.
2. Retail sales may not occupy more than 30% of ground floor area.
3. The following retail and personal service establishments, which provide goods and services necessary for the convenience of employees in the office district (not to exceed 40 percent of gross building area): jewelry stores, office supplies; copy service or instant printer; florist shop; tailor, hair stylist; travel agent; dry cleaners drop-off without processing facilities; private mailing service; group child care facility; clothing stores

CITY OF OAK PARK ZONING ORDINANCE

and personal communication services. The above uses shall be located in an office building and shall be clearly accessory to the office use.

4. Other retail and personal service establishments, which provide goods and services necessary for the convenience of employees in the office district, and which the planning commission and city council determine to be similar to the above permitted uses. These uses shall be located in an office building and shall be clearly accessory to the office use.

dd. cc. Self-storage Facilities

1. The owner and/or operator shall not permit any non-storage business activity to be conducted from individual storage units. The purpose of self-storage facilities shall be limited to storage of private property by individuals, organizations, and businesses.
2. The minimum spacing between self-storage buildings shall be 30 feet where a one-way traffic pattern is used and 40 feet for two-way movement of customer vehicles.
3. If an office and caretaker's quarters are proposed on site, they shall occupy a single building.
4. If the site of a self-storage facility directly abuts or lies across the street from a residential district, a masonry screen wall, obscuring fence and/or a landscaped greenbelt shall be provided, at the discretion of the Planning Commission. In deciding what type of screening to require, the Planning Commission shall evaluate which would be most appropriate to the neighborhood area in question.
5. Any proposed outdoor storage yard proposed in conjunction with a self-storage facility shall be screened on all sides by a six-foot high masonry wall of face brick, six-foot high simulated brick pattern poured concrete wall, or a six-foot high treated-wood or vinyl obscuring fence. The plan shall detail the location, height and type of wall/fence proposed.
6. No individual self-storage unit shall have an interior width greater than ten-feet and there shall be no electrical service to individual units that could be used by customers.
7. There shall be no storage of hazardous, flammable, explosive, or toxic materials in any storage units at any time.
8. Any proposed outdoor storage yard proposed in conjunction with a self-storage facility shall be utilized only for recreation vehicles, private automobiles, and customarily manufactured non-commercial vehicles. The intent of this subsection is to prevent use of these facilities for contractor's storage yards, heavy equipment etc.
9. Box trucks for use by lessees or rental by the general public, subject to the following:

CITY OF OAK PARK ZONING ORDINANCE

- a) The self-storage facility may store on the premises not more than two box trucks for moving/transportation of personal property to and from the self-storage facility by lessees of the self-storage facility units.
 - b) The public self-storage facility may have up to six box trucks available for rent by the general public, provided that trucks requiring a commercial driver's license to operate shall be prohibited.
 - c) Box trucks shall be parked behind the front building line of the self-storage facility. The box trucks shall not be parked or otherwise situated upon the property of the public self-storage facility in such a manner that the box trucks serve as signs or advertisements of any kind.
10. All vehicular use and outdoor storage areas shall be paved with asphalt or concrete.
11. The minimum lot size for self-storage facilities shall be five acres.

ee. dd. Small Manufacturing and Production Establishment

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- 1. In B-1, B-2, and MX-1, subject to the following:
 - a) Establishment occupies less than 1,500 square feet and has not more than 10 employees.
 - b) May not include bulk storage of flammable materials.
 - c) Storage of materials/production must be completely within a closed building.
 - d) The emission of odor or noise must be mitigated.
 - e) Must have an accessory retail use or another component that provides direct interaction with the public.
 - f) Must have windows along street frontage that allow pedestrians to view manufacturing process.
 - g) Must have a public entrance directly from the street.
- 2. In B-2, subject to the following:
 - a) Establishment occupies less than 3,000 square feet and has not more than 20 employees.
 - b) May not include bulk storage of flammable materials.
 - c) Storage of materials/production must be completely within a closed building.
 - d) The emission of odor or noise must be mitigated.
 - e) Must have an accessory retail use or another component that provides direct interaction with the public.

CITY OF OAK PARK ZONING ORDINANCE

ff. ee. Tattoo Parlors

1. The facility must hold the licenses appropriate to the nature of the business per Public Act 375 Body Art Facility License through the State of Michigan.
2. A body art establishment shall meet the inspection criteria and standard operating procedures established by the Oakland County Health Division and hold a OCHD Body Art Practitioner Permit at all times.
3. Must hold a Certificate of Registration as a Medical Waste Producing Facility from the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
4. The use shall not operate before 9 a.m. or after 10 p.m.

gg- ff. Veterinary Hospitals/Clinic

1. Such facilities shall be used only for domesticated animals. Treatment or boarding of non-domesticated, wild, exotic, or vicious animals shall not be permitted.
2. The principal buildings or structures shall be set back at least seventy-five (75) feet from the front property line; and at least two hundred (200) feet from any property line abutting a Residential District or use on the same side of the street, and at least seventy-five (75) feet from all other property lines.
3. The Zoning Official or Planning Commission may permit veterinary and animal grooming uses as accessory uses to retail pet supply establishments.
4. Parking lots shall be set back at least fifty (50) feet from a Residential District or use and shall be screened by a wall at least four (4) feet high with landscaping on the exterior side of the wall. The Zoning Administrator or Planning Commission may permit a landscaped berm or dense landscape buffer as an alternative to the wall.
5. All principal use activities shall be conducted within a totally enclosed principal building; no outdoor animal enclosures or runs are permitted unless a separate special land use has been approved for a kennel under *Section 544 (p) (o), Kennels*, or pet boarding facility under *Section 544 (u)*.
6. Any indoor boarding shall be limited to that incidental to treatment or surgery unless the use has also been approved as a kennel or pet boarding facility.
7. Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements).
8. All waste disposal shall meet the requirements of the Health Department of the State of Michigan.

SEC. 545-549 RESERVED



CITY OF OAK PARK

DEPARTMENT OF ECONOMIC DEVELOPMENT & PLANNING

Mayor

Marian McClellan

Mayor Pro Tem

Julie Edgar

Council Members

Carolyn Burns

Solomon Radner

Shaun Whitehead

City Manager

Erik Tungate

NOTICE OF PUBLIC HEARING CITY OF OAK PARK PLANNING COMMISSION

Notice is hereby given that the City of Oak Park Planning Commission will hold a Public Hearing on Monday, May 9, 2022 at 7:00 p.m., or thereafter, held in City Council Chamber, 14000 Oak Park Blvd., Oak Park, MI.

The purpose of the Public Hearing is to receive public comments on proposed amendments to the City of Oak Park Zoning Ordinances in the following sections: Article 2, Division 3; Article 2, Division 4; Article 5, Division 3.

The proposed City of Oak Park Zoning Ordinance Amendments can be reviewed at the Economic Development and Planning Office located at 14300 Oak Park Blvd. The public may appear at the Public Hearing in person or by counsel. Written comments may be sent to the City of Oak Park Planning Commission, 14300 Oak Park Blvd., Oak Park, MI 48237, and must be received prior to the Public Hearing.

Ed Norris, City Clerk
City of Oak Park

**CITY OF OAK PARK
OAKLAND COUNTY, MICHIGAN**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND ARTICLE 2, ZONING DISTRICTS AND ARTICLE 5, APPROVAL PROCEDURES CHAPTER 6, ALCOHOLIC LIQUORS, OF APPENDIX A, THE ZONING CODE OF ORDINANCES OF THE CITY OF OAK PARK BY AMENDING ARTICLE 2, DIVISION 3; ARTICLE 2, DIVISION 4; ARTICLE 5, DIVISION 3 ARTICLE I, IN GENERAL, SECTION 6-1; and ARTICLE III, REGULATION OF ON THE PREMISES CONSUMPTION, OF CHAPTER 6, ALCOHOLIC LIQUORS, OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK BY AMENDING SECTIONS 6-54, 6-55, and 6-58 THEREOF.

THE CITY OF OAK PARK ORDAINS:

SECTION 1. Article 2, Division 3, Section 221, Commercial/Mixed-Use/Office Districts Section 6-1, Definitions, of Article I, In General, of Chapter 6, Alcoholic Liquors, of Appendix A, Zoning in the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

Article 2, Division 3: Commercial / Mixed-Use/ Office Districts

SEC. 221 COMMERCIAL MIXED-USE USE TABLE

In the Commercial/Mixed-Use Districts, land, buildings, and other structures shall be used only for one or more of the uses specified in the table below. Uses denoted by a “P” are permitted by right, “CLU” are permitted with conditions subject to standards in Article 5, Division 3: Conditional Land Uses, and uses denoted by a “SLU” are considered special land uses and may be approved by the Planning Commission subject to the applicable general and specific standards in Article 5, Division 4: Special Land Uses. Additional applicable use standards are listed in the column at right.

Table 221.1 Commercial and Mixed-Use Districts Uses								
Use	B-1	B-2	O	PTRED	PCD	MX-1	MX-2	Add'l Req'ts
Residential								
Attached residential/townhomes	-	-	-	-	-	P	-	
Multi-family dwelling	-	-	-	-	-	P	P	
Upper floor residential dwelling	P	-	-	-	-	P	P	
Lodging								
Hotel/Motel	-	P	-	-	-	-	-	
Human Care Facilities	-	-	-	-	-	-	-	
See Section 301	-	-	-	-	-	-	-	
Office and Medical	-	-	-	-	-	-	-	

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Financial institution such as banks or credit unions.	-	P	-	-	P	P	P	-
Hospital.	-	SLU	SLU	-	-	-	-	Sec. 557k
Medical and dental offices, including clinics, but excluding 24-hour emergency or 24-hour urgent care.	P	P	P	P	P	-	P	-
Pharmacy.	P	P	P	-	-	-	P	-
Professional offices.	P	P	P	P	P	P	P	-
Urgent care (24-hour).	-	P	-	-	P	-	-	-
Restaurants, Entertainment, and Recreation								
Brewery, micro-brewery, brewpub; winery; distillery.	CLU	CLU	CLU	-	CLU	CLU	CLU	Sec. 544,q
Commercial indoor recreation.	-	P	-	-	-	P	P	Sec. 544e
Commercial outdoor recreation.	-	CLU	-	-	-	-	-	Sec. 544f
Event Facility.	-	P	-	-	CLU	-	-	Sec. 544j
Health, fitness, and exercise centers.	P	P	P	-	P	P	P	Sec. 544l
Hookah/Vapor Bar or Lounge (Smoking lounge).	-	CLU	-	-	-	-	-	Sec. 544m
Private clubs and lodge halls but excluding such uses that operate as a rental or catering hall.	-	P	-	-	-	-	-	-
Rehabilitation of historic buildings into restaurants, museums, and performing arts centers.	-	-	-	CLU	-	-	-	Sec. 544v
Restaurant serving alcohol.	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544,q
Restaurants, including carry-out.	P	P	CLU	P	P	P	P	Sec. 544x
Restaurants, drive-thru.	-	CLU	-	-	-	-	SLU	Sec. 557f
Restaurants, walk-up windows.	CLU	CLU	-	-	-	CLU	CLU	Sec. 544w
Retail Sales and Services								
Art facilities, art gallery.	P	P	P	-	P	P	P	-
Commercial television and radio broadcasting offices and studios.	-	-	-	SLU	-	-	-	Sec. 557e
Convenience store and party store.	P	P	-	-	-	-	P	-
Funeral home or mortuary establishment.	-	P	-	-	-	-	-	-
Garden centers/greenhouse/nursery.	-	CLU	-	-	-	CLU	-	Sec. 544k
General retail sales and services.	P	P	CLU	-	P	CLU	P	Sec. 544 aa and bb
Home improvement stores.	-	P	-	-	-	-	-	-
laundry self service, dry cleaning.	P	P	-	-	P	-	-	-
Pawnbrokers.	-	SLU	-	-	-	-	-	Sec. 557n

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including trade, technical, and vocational schools.								
Educational Institutions, including Public, Private, and Parochial Elementary, Middle, and High Schools.	SLU	SLU	SLU	SLU	-	-	▲	Sec. 557h
Educational tutoring businesses such as computer training establishments, after school tutoring, and similar businesses.	P	P	P	-	P	P	P	-
Performing and fine arts schools or studios.	P	P	P	-	P	P	P	Sec. 544s
Private technical schools and training institution.	-	P	P	P	P	-	-	▲
Student dormitories.	-	-	-	SLU	-	-	▲	Sec. 557q
Public and Semi-Public.								
Library and museum.	P	P	-	▲	-	-	-	▲
Places of worship, assembly, or gathering.	CLU	P	-	▲	▲	-	-	Sec. 544t
Theaters, cinemas, and similar assembly buildings.	-	P	-	▲	▲	-	-	-
Utility Structures and transmission systems.	SLU	SLU	-	SLU	SLU	-	-	Sec. 557s
Accessory.								
Drive-through window facilities.	-	SLU	-	-	-	-	SLU	Sec. 557f
On-Premises alcoholic beverages.	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544.q
Outdoor dining, accessory to restaurant, brewery, winery or distillery.	P	P	-	P	P	P	P	Sec. 319
Outdoor retail display and sales (commercial).	-	CLU	-	-	-	-	-	Sec. 544r
Outdoor storage.	-	SLU	-	-	-	-	-	Sec. 557m.
Retail businesses with adult novelties.	-	CLU	-	-	-	-	-	Sec. 544y

Sec. 6-1 Definitions:

The meaning of the terms "alcoholic liquor" and "license" when used in this chapter shall be as defined by state law. The following definitions shall apply when used in this chapter:

Alcoholic liquor. Any spirituous, vinous, malt, or fermented liquor, powder, liquids, and compounds, whether or not medicated, proprietary, patented, and by whatever name called, containing 1/2 of 1% or more of alcohol by volume that are fit for use for food purposes or beverage purposes as defined and classified by the Michigan Liquor Commission according to alcoholic content as belonging to 1 of the varieties defined in the Michigan Liquor Code.

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License. A contract between the Michigan Liquor Commission and the licensee granting authority to that licensee to manufacture and sell, or sell, or warehouse alcoholic liquor in the manner provided by the Michigan Liquor Code.

(Code 1973, § 4-1)

Cross reference—Definitions generally, § 1-2.

State Law reference—Definitions, MCL 436.2 et seq.

SECTION 2. Article 2, Division 4, Section 231, Industrial Districts of Appendix A, Zoning in the Code of Ordinances of the City of Oak Park is hereby amended to read as follows: Section 6-54, Licensing Policy, of Article III, Regulation of On the Premises Consumption, of Chapter 6, Alcoholic Liquors, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:

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Article 2, Division 4: Industrial Districts

SEC. 231

In the Industrial Districts, land, buildings, and other structures shall be used only for one or more of the uses specified in the table below. Uses denoted by a "P" are permitted by right, "CLU" are permitted with conditions subject to standards in *Article 5, Division 3: Conditional Land Uses*, and uses denoted by a "SLU" are considered special land uses and may be approved by the Planning Commission subject to the applicable general and specific standards in *Article 5, Division 4: Special Land Uses*. Additional applicable use standards are listed in the column at right.

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Use	LI	IF	Add'l Req'ts
<u>Residential</u>	-	-	-
<u>Attached residential/townhomes</u>	-	P	-
<u>Multi-family dwelling</u>	-	P	-
<u>Upper floor residential dwelling</u>	-	P	-
<u>Mobile homes</u>	-	SLU	Sec. 557l
<u>Office and Medical</u>	-	-	-
<u>Financial institution such as banks or credit unions</u>	-	P	-
<u>Medical and dental offices, including clinics, but excluding 24-hour emergency or 24-hour urgent care</u>	-	P	-
<u>Restaurants, Entertainment, and Recreation</u>	-	-	-
<u>Adult entertainment regulated uses</u>	SLU	-	Sec. 557a
<u>Brewery, microbrewery, brewpub; winery; distillery</u>	CLU	CLU	Sec. 544 g
<u>Commercial indoor recreation</u>	CLU	-	Sec. 544e
<u>Commercial outdoor recreation</u>	CLU	-	Sec. 544f
<u>Golf driving ranges and miniature golf courses</u>	SLU	-	Sec. 557f
<u>Health, fitness, and exercise centers</u>	CLU	CLU	Sec. 544l
<u>Retail Sales and Services</u>	-	-	-

<u>Art facilities, art gallery.</u>	-	<u>P</u>	-
<u>Commercial television and radio broadcasting offices and studios.</u>	<u>P</u>	<u>P</u>	<u>Sec. 557e.</u>
<u>Garden centers/greenhouse/nursery.</u>	-	<u>CLU</u>	<u>Sec. 544k</u>
<u>General retail sales and services.</u>	-	<u>P</u>	<u>Sec. 544 aa and bb.</u>
<u>laundry self service, dry cleaning.</u>	-	<u>P</u>	-
<u>Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant license from the Michigan Liquor Control Commission.</u>	-	<u>CLU</u>	<u>Sec. 544z</u>
<u>Studios or music recording studios.</u>	<u>P</u>	<u>P</u>	<u>City Code Ch. 38, Article II.</u>
<u>Wholesale businesses.</u>	<u>P</u>	<u>P</u>	-
Transportation and Auto Uses	-	-	
<u>Automobile or vehicle dealerships.</u>	<u>CLU</u>	-	<u>Sec. 544d.</u>
<u>Automobile repair establishments (Major repair).</u>	<u>CLU</u>	-	<u>Sec. 544a.</u>
<u>Automobile Service centers (Minor repair).</u>	<u>CLU</u>	<u>CLU</u>	<u>Sec. 544b.</u>
<u>Indoor specialty car facility.</u>	<u>CLU</u>	-	<u>Sec. 544n</u>
Industrial, Construction, and Storage	-	-	
<u>Any production, processing, cleaning, testing, repairing, storage and distribution of materials, goods, foodstuffs and products not involving a normal retail or service activity on the lot.</u>	<u>P</u>	<u>P</u>	-
<u>Contractor showroom and workshop.</u>	<u>P</u>	<u>P</u>	-
<u>Contractor storage yard.</u>	<u>CLU</u>	-	<u>Sec. 544h.</u>
<u>Crematoria.</u>	<u>P</u>	-	-
<u>Dry cleaning plant.</u>	<u>SLU</u>	<u>SLU</u>	<u>Sec. 557g.</u>
<u>Electronic data processing and computer centers.</u>	<u>P</u>	<u>P</u>	-
<u>Equipment rental, indoor sales and service.</u>	<u>P</u>	<u>P</u>	-
<u>Manufacturing, packaging, assembly, or fabrication of products.</u>	<u>P</u>	<u>P</u>	<u>Sec. 544p.</u>
<u>Research or testing laboratories.</u>	<u>P</u>	<u>P</u>	<u>Sec. 557o.</u>
<u>Salvage yard.</u>	<u>SLU</u>	-	<u>Sec. 557p.</u>
<u>Self-storage facilities.</u>	<u>CLU</u>	<u>CLU</u>	<u>Sec. 544cc.</u>
<u>Small manufacturing and production establishment.</u>	<u>P</u>	<u>P</u>	<u>Sec. 544dd.</u>
<u>Stone cutting and monuments.</u>	<u>P</u>	-	-
<u>Tool, die, gauge, machine shops.</u>	<u>P</u>	<u>P</u>	-
<u>Trucking terminals.</u>	<u>SLU</u>	-	<u>Sec. 557r.</u>
<u>Warehouse/ Distribution.</u>	<u>P</u>	<u>P</u>	-
<u>Wireless Communication Facilities.</u>	<u>SLU</u>	<u>SLU</u>	<u>Sec. 557t</u>
Animals and Agricultural	-	-	
<u>Commercial kennel or animal shelter.</u>	<u>CLU</u>	-	<u>Sec. 544o.</u>
<u>Pet boarding facility.</u>	<u>CLU</u>	-	<u>Sec. 544t.</u>
<u>Veterinary hospital/clinic.</u>	<u>CLU</u>	-	<u>Sec. 544ff.</u>
Educational.	-	-	
<u>Colleges, universities, and other institutions of higher learning including trade, technical, and vocational schools.</u>	<u>P</u>	<u>P</u>	-

Educational Institutions, including Public, Private, and Parochial Elementary, Middle, and High Schools.	SLU	-	Sec. 557h
Educational tutoring businesses such as computer training establishments, after school tutoring, and similar businesses.	-	P	
Performing and fine arts schools or studios.	CLU	P	Sec. 544r
Private technical schools and training institution.	P	P	
Accessory.	-	-	
Outdoor dining, accessory to restaurant, brewery, winery or distillery.	P	P	Sec. 319
Outdoor retail display and sales (commercial).	CLU	-	Sec. 544q
Outdoor storage.	SLU	-	Sec. 557m

Sec. 6-54. — Licensing policy.

(a) No person shall engage in the business of selling alcoholic liquor for consumption on the premises in the City of Oak Park without first obtaining a liquor license, as required by the statutes of the State of Michigan and the City of Oak Park Code of Ordinances.

(b) The city council may establish by resolution the number and type of establishments within the city in which the sale or consumption of alcoholic liquor shall be permitted for consumption on the premises. The number of such establishments may be less, but in no case greater than the number of such establishments permitted by Michigan law.

(c) New licenses and related permits, transfers of ownership of existing licenses, and transfers of licenses into the city shall require the prior approval, and is at the sole discretion of, the city council.

(d) An annual review shall be conducted of all existing licenses and related permits in the City of Oak Park.

(e) No person shall engage in the business of selling alcoholic liquor for consumption on the premises in the City of Oak Park without first obtaining a special land use approval, as required by the Zoning Act, and entering into a contract with the City of Oak Park.

(f) Pursuant to the Michigan Liquor Control Code, liquor licenses issued by the Michigan Liquor Control Commission shall expire on April 30 of each year unless a different date is fixed by the Commission. (added at the recommendation of the City Clerk's office)

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(Ord. No. O-15-615, § 1, 7-6-15)

SECTION 23. Article 2, Division 4, Section 231, Industrial Districts of Appendix A, Zoning in the Code of Ordinances of the City of Oak Park is hereby amended to read as follows: Section 6-55, Restaurant Requirements, of Article III, Regulation of On-

~~the Premises Consumption, of Chapter 6, Alcoholic Liquors, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:~~

SEC. 232 PROVISIONS APPLICABLE TO INDUSTRIAL DISTRICTS.

All commercial uses permitted by right or by special land use approval shall be required to meet all of the following requirements:

- a. Except as otherwise provided in this article, all uses shall be conducted wholly within a completely enclosed building, except for off-street parking or loading.
- b. Outdoor storage which is clearly accessory to the permitted use, limited in scale, and incidental to the primary indoor use(s) of the site, subject to the provisions of Section 557m
- c. The storage and/or use of any volatile, flammable or other materials shall be fully identified in the site plan review application and in accordance with all city, state and federal regulations regarding toxic or hazardous materials subject to MCL 324.11121 and MCL 324.11122.
- d. Where the outdoor placement of an aboveground storage tank is necessary, the storage tank must be completely screened from public view. The screening shall consist of a masonry wall of brick, stone or poured concrete with a decorative pattern or a treated wood obscured fence. The design and material of the screening to be approved by the planning commission and city council.
- e. No truck well, loading dock, overhead door or other type of service bay door shall face an abutting residential district. Pedestrian exits and emergency doors are permitted on such building facades.

Sec. 6-55. — Restaurant requirements.

~~(a) The city council shall not approve any application for a new, a renewal, or transfer into the city of a license to sell alcoholic liquor for consumption on the premises unless the use of the license is in connection with and incidental to a restaurant operation meeting the following requirements and performance standards:~~

~~(1) There shall at all times be maintained and provided culinary facilities to cook or prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 40 patrons at any time. (moved to Zoning Article XIX, Special Land Uses, Section 1930-A)~~

~~(2)(1) The proprietor shall make available a varied menu of food items consisting of not less than ten such food items cooked or prepared on the premises.~~

~~(3) Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aiseways. Public restroom facilities shall not be included in this determination. (moved to zoning Article XIX, Special Land Uses, Section 1930-C)~~

~~(4)(2) That during any 90-day period, no Not more than 50 percent of the gross revenues of the establishment will be or is derived from the sale of alcoholic beverages liquor. Sales of food or alcoholic beverages liquor to hotel or motel guests for consumption within their~~

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~~private rooms shall not be considered in determining the percentage ratio of sales to alcoholic beverages.~~

~~(5) No admission fees or cover charges shall be levied on any patrons except as approved either through a special event permit or as outlined in the establishment's plan of operation as approved by the city council.~~

~~(6)(3) Restaurants shall stop serving alcoholic beverages at 12:00 a.m. (midnight) are required to operate consistent with the hours established by the Liquor Control Commission for such establishments.~~

(Ord. No. ~~O 15-615~~, § 1, 7-6-15)

SECTION 34. ~~Article 5, Division 3, Section 544, Conditional Land Use of Appendix A, Zoning in the Code of Ordinances of the City of Oak Park is hereby amended to read as follows; Section 6-58, Review Procedures, of Article III, Regulation of On the Premises Consumption, of Chapter 6, Alcoholic Liquors, of the Code of Ordinances of the City of Oak Park is hereby amended to read as follows:~~

~~(a) City clerk processing. Upon receipt of an application and fee, as provided herein, the clerk shall distribute the application to appropriate departments within the city for certifications necessary for city council approval, as follows:~~

~~(1) Certification by the city clerk that the proposed licensee has a current valid license for operation of a restaurant at the proposed licensed premises or meets applicable requirements for the issuance of such a license.~~

~~(2) Certification by the director of technical and planning services that the buildings or structures to which the license will apply meet all applicable building and property maintenance codes or that acceptable building plans for work which will satisfy all such codes have been submitted.~~

~~(3) Certification by the director of technical and planning services that the proposed licensed premises is appropriately zoned for the use and that any required zoning approvals, including site plan approval, have been applied for or obtained.~~

~~(4) Certification by the director of public safety based upon a finding that the proposed licensee or licensees are of good moral character.~~

~~(5) Certification by the director of public safety that the proposed licensed premises are in compliance with all applicable fire safety regulations.~~

~~(b) Public hearing.~~

~~(1) When a completed application and fee including public hearing and notice have been received, the city council shall schedule a public hearing to consider the request for a new license and related permit, the transfer of ownership of an existing license, or the transfer of a license into the city.~~

~~(2) Notice of the public hearing shall be provided to all property owners within 500 300 feet of the proposed establishment, according to the tax records of the city.~~

~~(3) Notice of the public hearing shall be provided to all current liquor license holders located in the city, school districts, private schools, public school academies, and churches located in the city.~~

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~~(4) The applicant or an authorized representative shall appear at the city council hearing and make a written and/or oral presentation concerning the request.~~

~~(c) Review factors. Review factors. In reviewing a request for a new license or related permit, a transfer of ownership of an existing license, or a transfer of a license into the city, the city council may consider and/or weigh the following factors:~~

- ~~(1) Total number of similar licenses in the city.~~
- ~~(2) Input from residents and surrounding business owners.~~
- ~~(3) Impact of the establishment on surrounding businesses and neighborhoods.~~
- ~~(4) Whether a proposed licensed premises is part of a multi-use project with substantial new retail, office, or residential components, and the size of the proposed licensed premises relative to the overall project or development.~~
- ~~(5) Crowd control.~~
- ~~(6) Parking availability.~~
- ~~(7) Preservation or restoration of historic buildings.~~
- ~~(8) Location in an underdeveloped area.~~
- ~~(9) Concentration of establishments and impact on policing requirements.~~
- ~~(10) Policing requirements.~~
- ~~(11) Business history.~~
- ~~(12) Business experience.~~
- ~~(13) Liquor control commission violation history.~~
- ~~(14) Percent of floor area devoted to dining versus bar area.~~
- ~~(15) Size of bar area.~~
- ~~(16) Overall benefit of the plan to the City of Oak Park.~~
- ~~(17) Nonpayment of taxes or other payment due to the city.~~
- ~~(18) Any other factor(s) that may affect the health, safety and welfare or the best interests of the community.~~

~~(d) Restrictions on licenses. No license shall be approved for:~~

- ~~(1) An applicant or licensee whose license has been revoked for cause.~~
- ~~(2) An applicant, who at the time of application or at renewal of any license issued hereunder, would not qualify or be eligible therefor.~~
- ~~(3) A co-partnership, unless all of the members of such co-partnership shall qualify to obtain a license.~~
- ~~(4) A corporation if any officer, manager or director thereof, or a stock owner or stockholders owning in the aggregate more than five percent of the stock of such corporation, would not be eligible to receive a license hereunder for any reason.~~
- ~~(5) An applicant or licensee whose place of business is or will be conducted by a manager or agent, unless such manager or agent possesses qualifications similar to those required of the applicant or licensee.~~
- ~~(6) An applicant or licensee who has been convicted or found responsible for a violation of any federal or state law or administrative rules of the Michigan Liquor Control Commission concerning the manufacture, possession or sale of alcoholic liquor, or similar violation of another state or country.~~
- ~~(7) An applicant or licensee who does not own the premises for which a license is sought or have a lease therefor for the full period for which the license is issued.~~

- ~~(8) Any law enforcement official or any member of the council, or to any such official having interest in any way, either directly or indirectly, in manufacture, sale or distribution of alcoholic liquor.~~
- ~~(9) An applicant or licensee who does not have substantial management experience with entities having liquor licenses, or who, for other similar reasons, in the discretion of the city council, is not qualified to receive a license.~~
- ~~(10) An applicant or licensee that has not submitted a site plan free from violations of the applicable building, electrical, mechanical, plumbing, or fire prevention codes, applicable zoning regulations, or applicable public health regulations;~~
- ~~(11) Unless an applicant or licensee is selling beer or wine, **alcoholic liquor**, demonstrably in connection with, and incidental to, a bona fide restaurant operation;~~
- ~~(12) An applicant or licensee that where the city council has determined that the premises do not, or will not reasonably soon after commencement of operations, have adequate off-street parking, lighting, refuse disposal facilities, noise or nuisance control, or such new construction or remodeling as proposed would not be completed;~~
- ~~(13) An applicant or licensee that where the city council has determined that the location proposed for a licensed liquor establishment will have an adverse effect on the community, with consideration given to traffic safety conditions, accessibility to major streets or highways, distance from public or private schools, impact on adjacent residential districts, zoning classifications and the availability of parking.~~
- ~~(14) An applicant or licensee unless a valid special land use approval is lawfully maintained for the premises.~~
- ~~(15) An applicant or licensee unless a valid contract has been entered into with the city.~~
- ~~(16) An applicant determined to have been untruthful in the application submitted to the city or to have submitted an application or other documentation with material omissions of fact.~~
- ~~(e) Approval. After a review by staff and recommendation, and a public hearing, if the city council is satisfied that the establishment or operation will provide a benefit the City of Oak Park and constitute an asset to the community, it will adopt a resolution granting approval, subject to the satisfaction of any conditions stated in the resolution. Approval of a license shall be conditioned on any necessary remodeling or new construction for the use of the license be completed within six months of the action of the city council or the Michigan Liquor Control Commission approving such license, whichever last occurs. Any unusual delay in the completion of such remodeling or construction may subject the license to revocation.~~

~~(Ord. No. 0-15-615, § 1, 7-6-15)~~

Section 544 Conditional Land Use Specific Requirements

Conditional land uses, because of their unique character and potential impacts on adjacent properties and the City, require additional specific requirements. Such uses are listed below with specific standards and regulations that must be met.

a. Automobile Repair Establishments (Major Repair)

Vehicle repair garages including body repair, body painting, engine rebuilding, rust-proofing, and similar activities, may be permitted in certain districts specified in this ordinance, subject to the following:

1. No vehicles awaiting service shall remain on-site for more than 36 hours.
2. All repair services shall be conducted within a completely enclosed building.
3. All trash storage areas shall be screened from view by a six-foot high enclosure approved by the Planning Commission. The trash containers shall be emptied at least once each week. All discarded vehicle parts shall be kept inside the enclosure and shall not be permitted to accumulate for periods longer than one week unless stored within the building.
4. A six-foot high masonry face brick wall or poured concrete wall with brick pattern on both sides, shall be located on all property lines which abut any residential district. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
5. Management plans shall be submitted for the collection, storage, and recycling or proper disposal of all new, used or waste automotive fluids resulting from repair or service operations.

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b. Automobile Service Centers (Minor Repair)

Automobile service centers such as muffler and brake shops, new tire sales, tune-up shops, quick oil change shops, and similar establishments for minor repairs, routine maintenance and auto accessories, may be permitted in certain districts specified in this ordinance subject to the following:

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1. The use shall be completely enclosed within a building.
2. No vehicles awaiting repair shall remain on-site for more than 36 hours.
3. A six-foot high masonry wall of face brick or poured concrete with brick pattern on both sides, shall be located on all property lines which abut any residential district. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
4. All trash storage areas shall be screened from view by a six-foot high enclosure approved by the Planning Commission. Old parts such as tires, mufflers, pipes, and the like, shall be kept inside the enclosure and shall not be permitted to accumulate for periods longer than one week unless stored within the building.
5. Management plans shall be submitted for the collection, storage, and recycling or proper disposal of all new, used or waste automotive fluids resulting from repair or service operations.

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c. Automobile Washes, Automatic or Self-service

1. Only one (1) ingress/egress driveway shall be permitted on any single street.

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2. Where adjoining residentially zoned or used property, a decorative masonry wall six (6) feet in height shall be erected along any common lot line. Such wall shall be continuously maintained in good condition. The Zoning Official or Planning Commission may approve a fence, landscaped berm, or landscaping as an alternative. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:

- a) One three-inch caliper deciduous tree per 30 feet of wall length.
- b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
- c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
- d) A three-foot high landscaped berm within a greenbelt of at least 20 feet in width may be substituted for the required masonry wall.

3. All washing facilities shall be within a completely enclosed building. Self-service facilities may be within a partially enclosed building.

4. Vacuuming and drying may be located outside the building but shall not be in the required front yard and shall be set back at least fifty (50) feet from any Residential District. Such areas shall be screened with obscuring landscaping as determined by the Zoning Official or Planning Commission.

5. Adequate stacking space shall be provided in accordance with the requirements of Article 4, Division 1: Off-Street Parking and Loading Standards. Stacking spaces shall not be permitted in the public right-of-way.

6. All lighting shall be noted on the site plan and shall be shielded downward and away from adjacent properties and rights-of-way.

7. Self-contained, covered waste receptacles shall be provided at each proposed vacuum station to provide convenient disposal of customer refuse.

a) **Automobile or Vehicle Dealerships**

1. Automobile or Vehicle dealers shall be subject to the following regulations except as otherwise specified in this ordinance:

a) General provisions. In B-2, general business districts, and LI, light industrial districts, the following minimum standards apply:

- 1) All vehicle dealers shall have a solely dedicated permanent structure containing not less than 500 square feet of interior floor space to be used as business or sales office, in which customers may enter and transact business, and in which heating, plumbing, and restrooms are provided. Such building shall also include a bay in which vehicles can be brought in for minor servicing, cleaning, and preparation for sales.
- 2) All cleaning and refurbishing of vehicles must be performed within an enclosed permanent building. No repair or refinishing shall be done outside on the lot.
- 3) Outdoor loudspeakers or public address systems shall not be permitted.
- 4) The required vehicle display area shall conform to the following requirements:
 - i. Access to each individual vehicle shall be provided. Vehicles shall not be positioned in a stacked or packed formation.

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- ii. There shall be no storage or display of vehicles in the public right-of-way.
- 5) Vehicles for sale shall be prohibited from parking within any maneuvering lane or driveway.
- 6) Outdoor storage of inoperable or part-stripped vehicles shall be prohibited from the site.
- 7) The setback areas along street frontages shall not be used for the parking or for the storage/display of vehicles. Separate off-street parking shall be provided in compliance with the regulations contained in *Article 4, Division 1, Off-street Parking and Loading* and the following provision:
- i. The minimum number of parking spaces to be provided shall be calculated based on the formula of five spaces plus one space per each 15 used car storage/display spaces.
- 8) Grounds shall meet, or be improved to comply with, the following site design requirements:
- i. The site shall be hard-surfaced, graded and drained in accordance with the regulations of *Article 4, Division 1, Off-street Parking and Loading*. Concrete curbing shall be provided along the perimeter of the parking area.
- ii. Maneuvering lanes for the storage/display area shall be a minimum of 20 feet in width.
- iii. The setback areas along street frontages shall be a landscaped greenbelt measuring minimum of ten feet in width. Landscape plans must be included in application for review. See landscape provisions in *Article 4, Division 3, Landscaping*.
- iv. Overhead service doors shall not face or open toward residentially zoned property.
- 9) A six-foot-high masonry wall of face brick, six-foot-high simulated brick pattern poured concrete wall, or a six-foot-high pressure-treated wood or vinyl obscuring fence. The plan shall detail the location, height and type of wall/fence proposed, shall be located on all property lines which abut any residential district.
- 10) Where the storage yard abuts residentially zoned property there shall be a ten-foot-wide landscaped greenbelt, between the property line and the fence/wall. Said greenbelt shall be planted in accordance with *Article 4, Division 3 Landscaping, Section 445*.
- 11) All lighting on the site shall be shielded. All glare shall be eliminated from all light fixtures and not encroach upon abutting properties. Lighting shall otherwise not direct illumination upon abutting properties, or emit illumination upon abutting properties in a manner that or of such magnitude that encroaches upon their peace. The light poles shall be no higher than 20 feet. Upward-directed lighting, searchlights, moving beams, and spotlights shall not be permitted.
- 12) A vehicle dealer licensed business shall be issued only for use on the premises named in the license application and such location shall not be changed without the approval of the city clerk. The clerk shall not approve such a transfer unless the new location conforms with all applicable ordinances.

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b) LI, light industrial districts. Classes B and W vehicle dealer licenses permitted only in combination with a towing, body shop (collision-related mechanical repair and unitized body structural repair only) or custom utility vehicle manufacturer subject to the following:

- 1) The minimum lot area for a class B vehicle dealer shall be a solely dedicated 5,000 square feet and for class W licenses a solely dedicated 2,500 square feet.
- 2) There shall be provided a minimum of ten storage/display spaces for class B licenses and five storage/display spaces for class W licenses.

c) B-2, general business districts. Classes A and B vehicle dealer licenses permitted for automobile dealerships, showrooms and used car lots subject to the following:

- 1) The minimum lot area for a class A or B vehicle dealer shall be a solely dedicated 10,000 square feet.
- 2) There shall be provided a minimum of ten storage/display spaces.

- **e. Commercial Indoor Recreation**

Commercial indoor recreation uses, such as a bowling alley, roller rink, or similar use, may be permitted in certain districts, as specified in this ordinance, subject to the following:

1. In the B-2 and MX-1 Districts, the use may not exceed 2,500 square feet.
2. All off-street parking shall be screened from abutting residential property by a six-foot high masonry wall of face brick or poured concrete with brick pattern on both sides. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
 - d) A three-foot high landscaped berm within a greenbelt of at least 20 feet in width may be substituted for the required masonry wall.
3. The site shall have direct access to a major or secondary thoroughfare as designated in the city's adopted master plan.
4. The planning commission may regulate the hours of operation, as necessary, when the project is abutting less-intensive or residential uses, as a part of the special land use permit.

- **f. Commercial Outdoor Recreation.**

Commercial outdoor recreation such as, golf driving ranges, miniature golf, batting practice cages, water slide parks, tourist-oriented outdoor amusements, and similar uses, may be permitted in certain districts as specified in the ordinance, subject to the following:

1. Minimum lot size of 1 acre.
2. No activities shall take place within 100 feet of an abutting residential district.
3. Use of loudspeaker or public address systems for broadcasting music or continuous announcements shall be prohibited.
4. An outdoor lighting plan shall specify the type of fixtures to be used, light intensity, and method of shielding the fixtures so that light does not project onto adjoining

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properties or interfere with driver visibility on any public or private street or public right-of-way.

5. Hours of operation may be restricted by the planning commission in order to reduce the impact of the proposed use on abutting residential areas.
6. All protective fencing/netting locations shall be detailed on the site plan. The planning commission may regulate type, size and location, of said fencing/netting for aesthetic, visibility and safety purposes.

g. Community Center

1. In residential zoning districts, community centers or cultural facilities shall conform to the following requirements and restrictions.
 - a) Residentially-zoned properties not meeting these requirements shall be required to obtain a Special Use Permit.
 - b) They shall be located on a Principal Arterial, Major Arterial, Minor Arterial, Major Collector Street on a site of not less than 1 acres with 250 feet of road frontage.
 - c) The buildings shall be located not less than 50 feet from any street and not less than 30 feet from any side or rear property line.
 - d) Parking shall not be provided in the front building setback area.
 - e) A minimum 50-foot in depth buffer shall be provided adjacent to residentially-zoned properties.

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h. Contractor Storage Yard

1. All such storage shall be located within a rear yard and screened with fencing in accordance with Section 309.
2. No material shall be stored above the height of the screening.
3. All storage areas shall conform to all district setback requirements for principal uses, but in no case shall outside storage be located closer than 50 feet to residentially zoned property.
4. Property access to all parts of the storage areas shall be provided for fire and emergency services.
5. All loosely packed materials such as sand, topsoil, dirt, fertilizer, etc., shall be covered and contained to prevent them from being blown or washed off of the site.
6. No materials which give off noxious odors shall be stored outdoors.
7. Outdoor storage and display areas shall comply with all minimum setback requirements for the zoning district or building type.

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i. Drive-through Window Facilities for Banks, Restaurants or Other Permitted Uses
See Section 557f

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j. Event Facilities

1. Such facilities shall be located on a Principal Arterial, Major Arterial, Minor Arterial, or Major Collector Street
2. The property shall contain a minimum of 3 acres.

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3. Activities shall be limited to community or private parties, gatherings or charity events; weddings, wedding receptions; showers; business functions. Other similar events may also be included, at the discretion of the City.
4. Adequate, permanent restroom facilities shall be provided, which shall meet the minimum requirements of the Oakland County Health Department and building code requirements.
5. Special event hours of operation shall be limited to between 9:00am and 11:00pm.
6. Adequate off-street parking facilities shall be provided on-site.

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k. Garden Centers/Greenhouse/Nursery

1. The outdoor storage or material display areas shall not be permitted in any front yard as determined by the Planning Commission. Such areas shall meet all other yard setback requirements applicable to any building in the district.
2. All loading activities and parking areas shall be provided off-street and on the same premises.
3. The storage of any soil, sand, mulch, or similar loosely packaged materials shall be sufficiently contained to prevent any adverse effect upon adjacent properties. The outdoor storage of fertilizers, pesticides, and other hazardous materials shall be prohibited.
4. Decorative fences, knee walls, and other architectural features may be required by the Planning Commission for outdoor sales, display, and storage areas to assure compatibility with the existing or intended character of the general vicinity.
5. All materials stored outdoors shall not be piled or stacked higher than the height of any garden center fencing or wall.

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l. Health/Fitness/Exercise Center

1. Within the Light Industrial (L1) and Industrial Flex (IF) Districts, the minimum square footage of the facility shall be 4,000 square feet.
2. In the Mixed Use (MX-1) District, the facility shall be a maximum of 1,200 square feet.

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m. Hookah/Vapor Bar or Lounge (Smoking Lounge)

1. Shall be subject to the following restrictions:
 - a) Smoking of hookah in any establishment that serves alcohol or food shall be prohibited.
 - b) Hours of operation shall not extend past 11:00 p.m.
 - c) Hookah bars and lounges shall not serve patrons under the age of 19.
2. Required Spacing.
 - a) The proposed smoking lounge is not located within 500 feet of a school, park, or place of worship.
 - b) The proposed smoking lounge is not located within 1,000 feet of any other smoking lounge.
 - c) Measurement of distances between regulated uses and any other regulated or protected use shall be from the outermost boundaries of the parcel or lot of each use. In the case of a regulated use within a shopping center with a minimum of at least 5,000 square feet of tenant space, the distance from the outermost boundaries of the tenant space proposed to contain the regulated use, shall be used as one measurement point.

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- **n. Indoor Specialty Cars Facility**

1. No outdoor storage or display of cars permitted.
2. No auctions permitted.

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o. Kennels, commercial

Commercial kennels and may be permitted in certain districts specified in this Ordinance, subject to the following:

1. The site shall abut a public road shown as a major or secondary thoroughfare on the city's adopted master plan.
2. All pens and runs shall be completely enclosed within a building.
3. All breeding areas shall be completely enclosed.
4. All animals shall be adequately housed, fenced and maintained so as not to be or become a public or private nuisance. The premises shall be maintained in such a manner so as not to be harmful to surrounding properties, or create any hazard or detriment to public health, safety or general welfare.
5. Kennels housing more than ten dogs shall provide one off-street parking space for each five kennel runs. Other uses shall provide parking to accommodate the maximum number of patrons using the facility at any one time in accordance with Article 4, Division 1 Off-street Parking and Loading.
6. A six-foot high masonry face brick wall or poured concrete wall with brick pattern on both sides, shall be located on all property lines which abut any residential district. In addition, a five-foot wide greenbelt shall be installed adjacent to the required wall. This greenbelt shall be planted in accordance with the following:
 - a) One three-inch caliper deciduous tree per 30 feet of wall length.
 - b) Four, 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - c) Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
7. Any use permitted by the city under this section shall terminate immediately when the lot area requirements herein set forth are decreased in any manner or the provisions of this ordinance violated.

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- **p. Manufacturing, Packaging, Assembly, Fabrication of Products**

1. Except as otherwise provided in this article, all uses shall be conducted wholly within a completely enclosed building, except for off-street parking or loading.
2. Outdoor storage which is clearly accessory to the permitted use, limited in scale, and incidental to the primary indoor use(s) of the site, subject to the provisions of Sec. 557m (special land use approval not required).
3. Where the outdoor placement of an aboveground storage tank is necessary, the storage tank must be completely screened from public view. The screening shall consist of a masonry wall of brick, stone or poured concrete with a decorative pattern or a treated wood obscured fence. The design and material of the screening to be approved by the planning commission and city council.

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Any primary or accessory use that requires a license for the sale or consumption of alcoholic beverages on-premises as regulated by the Michigan Liquor Control Commission (LLC) shall require a Conditional Land Use, even if the use is permitted by right in any given district, subject to the following:

- a) The proposed establishment serving alcoholic liquor for consumption on the premises is not located within 500 feet of a place of worship or school building. The distance between the place of worship or school building and the contemplated location shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the center line, from the part of the place of worship or school building nearest to the contemplated location and from the part of the contemplated location nearest to the place of worship or school building. Notwithstanding the stated distance requirements, no proposed establishment serving alcoholic liquor for consumption on the premises will be permitted to serve alcoholic liquor if the proposed establishment serving alcoholic liquor for consumption on the premises is located on a parcel of land adjacent to a parcel of land with a place of worship or school building. This provision may be waived by the planning commission if the affected school(s) or place(s) of worship, through its duly appointed or elected governing body, affirmatively waives, in writing, its right to object to the establishment and the planning commission determines that the proposed establishment serving alcoholic liquor for consumption on the premises will not adversely affect the operation of the school or place of worship.
- b) The layout of the site of the proposed establishment serving alcoholic liquor for consumption on the premises and its relationship to streets serving access to the site shall be in a manner that vehicular and pedestrian traffic to and from the proposed establishment serving alcoholic liquor for consumption on the premises, and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.
- c) The proposed establishment serving alcoholic liquor for consumption on the premises will be compatible with adjacent uses of land, considering the

- a) The proposed establishment serving alcoholic liquor for consumption on the premises is not located within 500 feet of a place of worship or school building. The distance between the place of worship or school building and the contemplated location shall be measured along the center line of the street or streets of address between two fixed points on the center line determined by projecting straight lines, at right angles to the center line, from the part of the place of worship or school building nearest to the contemplated location and from the part of the contemplated location nearest to the place of worship or school building. Notwithstanding the stated distance requirements, no proposed establishment serving alcoholic liquor for consumption on the premises will be permitted to serve alcoholic liquor if the proposed establishment serving alcoholic liquor for consumption on the premises is located on a parcel of land adjacent to a parcel of land with a place of worship or school building. This provision may be waived by the planning commission if the affected school(s) or place(s) of worship, through its duly appointed or elected governing body, affirmatively waives, in writing, its right to object to the establishment and the planning commission determines that the proposed establishment serving alcoholic liquor for consumption on the premises will not adversely affect the operation of the school or place of worship.
- b) The layout of the site of the proposed establishment serving alcoholic liquor for consumption on the premises and its relationship to streets serving access to the site shall be in a manner that vehicular and pedestrian traffic to and from the proposed establishment serving alcoholic liquor for consumption on the premises, and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.
- c) The proposed establishment serving alcoholic liquor for consumption on the premises will be compatible with adjacent uses of land, considering the

proximity of residential dwellings, places of worship, schools, public structures, and other places of public gatherings.

d) The proposed establishment serving alcoholic liquor for consumption on the premises will not be contrary to the public interest or injurious to nearby properties.

e) The proposed establishment serving alcoholic liquor for consumption on the premises will not have the possible effect of downgrading and blighting the surrounding neighborhood.

f) The proposed establishment serving alcoholic liquor for consumption on the premises will not reasonably be expected to diminish the value of properties in the immediate area.

g) Where the establishment is immediately adjacent to residentially used or zoned properties, serving of on-premises alcoholic beverages shall cease by 12 A.M. unless waived by the Planning Commission; upon finding that the use is compatible with the residential area in which it will be located, and will not have any appreciable negative secondary effects on the area, such as:

i. Vehicular and pedestrian traffic, particularly during after midnight hours, might disturb area residents.

ii. Noise, odors, or lights that emanate beyond the site's boundaries onto property in the area on which there are residential dwellings, consistent with Sec.320 of this article and Chapter 38 of the City Code of Ordinances.

h) Except as otherwise provided in this article, all operations of the proposed establishment shall be conducted within a completely enclosed building, except for off-street parking or loading. Outdoor dining shall be subject to the provision of Sec. 319 of this article.

i) All truck well, loading dock and loading/truck service areas shall be located and designed to minimize negative impact on adjoining properties.

2. REVIEW CRITERIA. The Planning Commission shall consider whether the applicant's proposal is reasonable when measured against the review criteria as found in Section 6-58 (e) of Chapter 6: Alcoholic Liquor of the City Code of Ordinances, as amended thereafter.

3. For brewpubs serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:

a) There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.

b) Not less than 25 percent of the gross sales of the restaurant annually are derived from the sale of food and nonalcoholic beverages prepared for consumption on the premises as required by the Michigan Liquor Control Commission.

4. For breweries, wineries and distilleries serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:

a) Shall be located only along major corridors in the LI Light Industrial district.

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5. For restaurants serving alcoholic liquor for consumption on the premises the following additional requirements shall apply:

- a) There shall at all times be maintained and provided culinary facilities to cook and prepare food, and tables and seating areas to accommodate dining on the premises by not fewer than 20 patrons at any time.
- b) Not more than 50 percent of the gross floor area open to the general public shall be used for purposes other than seating for diners, consisting of tables, chairs, booths, and necessary aisle ways. Public restroom facilities shall not be considered in this determination.

6. For any other alcohol-related uses such as, but not limited to, theaters, markets, or recreational centers seeking to serve beverages for consumption on the premises, the accessory/secondary use of alcoholic liquor bar area shall not exceed 10% of the total combined square footage of all primary and other secondary uses.

r. Outdoor Retail Display and Sales (Commercial)

1. Unless accessory to an approved retail business, an enclosed building of at least 5000 square feet of gross floor area for office and sales use is required.
2. shall be placed against the front wall of the principal building and shall not extend more than 36 inches from the building façade; provided that where there is a pedestrian sidewalk in front of the display, it shall remain unobstructed for a continuous width of at least 48 inches.
3. Displays shall be no taller than five feet high and shall not be longer than 20 feet or the length of the store's façade, whichever is less.
4. Displays shall not interfere with fire lanes.
5. The merchandise displayed must be offered for sale on the premises in front of which it is displayed.
6. Palletized materials such as mulch, salt pellets, hunting bait, etc. shall not be displayed.
7. A sketch plan indicating the location and dimensions of the outdoor display must be submitted and approved by the City prior to any outdoor display. Any outdoor display shall at all times comply with the sketch plan or site plan approved by the City.

s. Performing and Fine Arts Studios

In Light Industrial District:

1. Studios shall be one-story.
2. Activities shall be within a completely enclosed building.
3. Shall be located along a major corridor

t. Places of Worship, Assembly, or Gathering

Churches, synagogues and other places of worship, assembly, or gathering, may be permitted in certain districts specified in this ordinance, subject to the following:

1. The site shall have direct access to a major or secondary thoroughfare as designated on the city's adopted master plan.
2. All parking areas shall be screened from adjoining properties by a minimum four-foot, six-inch high masonry wall or similar material suitable to the planning commission.

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The planning commission may permit the substitution of a landscaped greenbelt or earth berm after submission and review of a landscape plan.

3. The principal building shall comply with all setback requirements of the district in which it is located provided, however, that in no case shall the principal building be located closer than twice its height to any property line.
4. The site plan shall include a floor plan of the proposed structure(s) for use in determining required parking etc., based on proposed uses within the structure.
5. The site plan shall detail any proposed outdoor use areas (playgrounds, shrines, etc.), including means of pedestrian and vehicular access, if applicable.

u. Pet Boarding Facilities

1. Except for the outdoor play area, the facilities must be located in a building with the pet boarding and any ancillary services being the only uses.
2. The lot shall be at least two (2) acres in size.
3. Up to 5% of the floor area may be used for accessory retail sales.
4. Adequate traffic circulation must be provided on-site to accommodate the frequent pickup and drop-off of animals for the facility.
5. An outdoor play area is allowed with the following restrictions:
 - a) Any outdoor play area shall not be any closer than one-hundred fifty (150) feet from a residential zoning district.
 - b) Any outdoor play area shall be located in the interior side yard or rear yard.
 - c) A maximum eight (8) foot high fence enclosure is required around the play area and surface must be easy to maintain.
 - d) All animal waste shall be removed from the outdoor play area daily and disposed of in a sanitary manner.
 - e) Pets shall not be permitted to remain outdoors overnight.

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v. Rehabilitation of historic buildings into restaurants, museums, and performing arts centers

1. The determination of whether a building is historic will be made by the planning commission based on the review and consideration of a report developed by a qualified historic preservation professional
2. Any restaurant serving alcohol must comply with subsection "w" below

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w. Restaurants with a Walk-Up Window

1. Trash receptacles shall be provided and maintained on the property, decorative, and covered.
2. All signs placed on the building shall be mounted flat against the building; and interior signs visible to patrons through glass or an opening shall not exceed twenty-five percent (25%) of that area. Temporary signs indicating whether the establishment is "opened" or "closed for the season" shall be permitted in accordance with *Article 4, Division 5: Signs*.
3. Months and hours of operation shall be provided as part of the conditional land use application.

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x. Restaurants, including carryout

1. In the Office (O) District, all proposed restaurants shall be within an office building. No freestanding restaurants are permitted.
2. Outdoor dining as an accessory area to a restaurant and subject to the provisions in Article 3, Division 1 General Provisions, Section 320
3. Parking shall be calculated for the site based on the individual uses, including the restaurant area, in accordance with the parking standards in Article 4, Division 1 Off-Street Parking and Loading.
4. No drive-thru or drive-in facilities are permitted.

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y. Retail Businesses with Adult Novelty Items.

1. Intent. See Section 557a.
2. Definitions:
 - a) Adult materials: one or a combination of more than one of the following types of materials: adult books and adult novelty items.
 - b) Adult books: books, magazines, newspapers, advertisements, displays, posters, video tapes, video discs and motion picture films which are characterized by their emphasis on portrayals of human genitals and pubic regions or acts of human masturbation, sexual intercourse, or sodomy.
 - c) Adult novelty items: devices of simulated human genitals or devices designed for sexual stimulation.
3. Requirements and regulated uses. The following requirements and regulated uses are included this subsection and defined for purposes of regulating retail businesses with adult novelty items:
 - a) Except for transitory movement by customers to the cash register and exiting the store, and except for temporary movement for delivery of inventory into the store and subsequent shelf placement, adult materials shall not be visible to the public, except for within a designated area meeting the following requirements:
 - b) A separate room (hereinafter referred to as adult material room) with a minimum of six (6) foot high walls that screen or substantially limit view by persons in the remaining areas of the store.
 - c) Minors under the age of eighteen (18) years of age shall not be permitted in the adult material room.
 - d) The ceiling in the adult material room shall not be utilized for the display, storage or reflection of any adult materials.
 - e) A bathroom and/or mechanical room adjacent to the adult material room shall at no time be used for the display or storage of adult materials.
 - f) Adult materials are prohibited in any location visible to the public outside of a retail business, including any area visible to the public through front windows of a retail business.
 - g) There shall not be any live modeling or similar activity of any sort on the property.
 - h) There shall be only one public entrance to the retail business located at the front of the retail business only, excluding required emergency exits and loading doors.

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i) Retail businesses with adult novelty items shall be located at least five hundred (500) feet from.

1. All churches, convents, temples and similar religious institutions.
2. All public, private or parochial nursery, primary or secondary schools, public parks, and hospitals.
3. All childcare centers or day care centers.

j) Pre-viewing of any adult materials on or from any televisions, audio players, video screens, monitors or other devices in the retail business is prohibited.

z. Retail Establishment holding a SDD (Specially designated distributor) or SDM (Specially designated merchant) license from the Michigan Liquor Control Commission.

1. The proposed regulated use is not located within 1,000 feet of any other regulated use, regardless of community boundaries. Establishments with SDD and SDM licenses from the Michigan Liquor Control Commission, greater than 10,000 square feet of gross floor area, and devoting less than ten percent of the gross floor area to sales regulated by the SDD and SDM license, are exempt from the spacing requirement between regulated uses. Brew pubs, breweries, wineries and distilleries serving alcoholic liquor with SDD and SDM licenses from the Michigan Liquor Control Commission, are exempt from the spacing requirement between regulated uses.
2. The proposed regulated use is not located within 500 feet of a school, park, or place of worship, regardless of community boundaries. Establishments with SDM licenses from the Michigan Liquor Control Commission, greater than 10,000 square feet of gross floor area, and devoting less than ten percent of the gross floor area to sales regulated by the SDM license, are exempt from this spacing requirement.
3. The layout of the site of the proposed regulated use and its relationship to streets providing access to the site shall be in a manner that vehicular and pedestrian traffic to and from such proposed regulated use and the potential assembly of persons connected therewith, will not be hazardous, endangering, or inconvenient to the surrounding neighborhood and commercial district.
4. The proposed regulated use will be compatible with adjacent uses of land, considering the proximity of residential dwellings, churches, schools, public structures, and other places of public gatherings.
5. The proposed regulated use will not contrary to the public interest or injurious to nearby properties.
6. The proposed regulated use will not have the possible effect of downgrading and blighting the surrounding neighborhood.
7. The proposed regulated use will not be contrary to any program of neighborhood conservation, nor will it interfere with any redevelopment projects.
8. The proposed regulated use will not reasonably be expected to diminish the value of properties in the immediate area.
9. The proposed regulated use will be in compliance with all other applicable regulations, city codes and state and federal laws.
10. Measurement. Measurement of distances between regulated uses and any other regulated or protected use shall be from the outermost boundaries of the parcel or lot of each use. In the case of a regulated use within a shopping center with a minimum of

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at least 5,000 square feet of tenant space, the distance from the outermost boundaries of the tenant space proposed to contain the regulated use, shall be used as one measurement point.

- **aa. Retail Sales in MX-1**

1. Specialty retail limited to the following categories: gifts, flowers, apparel, jewelry, novelties, housewares, home accessories, sporting goods, specialty food and photographic equipment. Uses which, in the opinion of the Planning Commission based on findings of fact, are similar to the above permitted uses.

- **bb. Retail Sales and Personal service in Office Building**

1. Retail sales are permitted on ground floor.
2. Retail sales may not occupy more than 30% of ground floor area.
3. The following retail and personal service establishments, which provide goods and services necessary for the convenience of employees in the office district (not to exceed 40 percent of gross building area): jewelry stores, office supplies; copy service or instant printer; florist shop; tailor, hair stylist; travel agent; dry cleaners drop-off without processing facilities; private mailing service; group child care facility; clothing stores and personal communication services. The above uses shall be located in an office building and shall be clearly accessory to the office use.
4. Other retail and personal service establishments, which provide goods and services necessary for the convenience of employees in the office district, and which the planning commission and city council determine to be similar to the above permitted uses. These uses shall be located in an office building and shall be clearly accessory to the office use.

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- **cc. Self-storage Facilities**

1. The owner and/or operator shall not permit any non-storage business activity to be conducted from individual storage units. The purpose of self-storage facilities shall be limited to storage of private property by individuals, organizations, and businesses.
2. The minimum spacing between self-storage buildings shall be 30 feet where a one-way traffic pattern is used and 40 feet for two-way movement of customer vehicles.
3. If an office and caretaker's quarters are proposed on site, they shall occupy a single building.
4. If the site of a self-storage facility directly abuts or lies across the street from a residential district, a masonry screen wall, obscuring fence and/or a landscaped greenbelt shall be provided, at the discretion of the Planning Commission. In deciding what type of screening to require, the Planning Commission shall evaluate which would be most appropriate to the neighborhood area in question.
5. Any proposed outdoor storage yard proposed in conjunction with a self-storage facility shall be screened on all sides by a six-foot high masonry wall of face brick, six-foot high simulated brick pattern poured concrete wall, or a six-foot high treated-wood or vinyl obscuring fence. The plan shall detail the location, height and type of wall/fence proposed.

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6. No individual self-storage unit shall have an interior width greater than ten-feet and there shall be no electrical service to individual units that could be used by customers.
7. There shall be no storage of hazardous, flammable, explosive, or toxic materials in any storage units at any time.
8. Any proposed outdoor storage yard proposed in conjunction with a self-storage facility shall be utilized only for recreation vehicles, private automobiles, and customarily manufactured non-commercial vehicles. The intent of this subsection is to prevent use of these facilities for contractor's storage yards, heavy equipment etc.
9. Box trucks for use by lessees or rental by the general public, subject to the following:
 - a) The self-storage facility may store on the premises not more than two box trucks for moving/transportation of personal property to and from the self-storage facility by lessees of the self-storage facility units.
 - b) The public self-storage facility may have up to six box trucks available for rent by the general public, provided that trucks requiring a commercial driver's license to operate shall be prohibited.
 - c) Box trucks shall be parked behind the front building line of the self-storage facility. The box trucks shall not be parked or otherwise situated upon the property of the public self-storage facility in such a manner that the box trucks serve as signs or advertisements of any kind.
10. All vehicular use and outdoor storage areas shall be paved with asphalt or concrete.
11. The minimum lot size for self-storage facilities shall be five acres.

dd. Small Manufacturing and Production Establishment

1. In B-1, B-2, and MX-1, subject to the following:
 - a) Establishment occupies less than 1,500 square feet and has not more than 10 employees.
 - b) May not include bulk storage of flammable materials.
 - c) Storage of materials/production must be completely within a closed building.
 - d) The emission of odor or noise must be mitigated.
 - e) Must have an accessory retail use or another component that provides direct interaction with the public.
 - f) Must have windows along street frontage that allow pedestrians to view manufacturing process.
 - g) Must have a public entrance directly from the street.
2. In B-2, subject to the following:
 - a) Establishment occupies less than 3,000 square feet and has not more than 20 employees.
 - b) May not include bulk storage of flammable materials.
 - c) Storage of materials/production must be completely within a closed building.
 - d) The emission of odor or noise must be mitigated.
 - e) Must have an accessory retail use or another component that provides direct interaction with the public.

ee. Tattoo Parlors

1. The facility must hold the licenses appropriate to the nature of the business per Public Act 375 Body Art Facility License through the State of Michigan.

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2. A body art establishment shall meet the inspection criteria and standard operating procedures established by the Oakland County Health Division and hold a OCHD Body Art Practitioner Permit at all times.
3. Must hold a Certificate of Registration as a Medical Waste Producing Facility from the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
4. The use shall not operate before 9 a.m. or after 10 p.m.

ff. Veterinary Hospitals/Clinic

1. Such facilities shall be used only for domesticated animals. Treatment or boarding of non-domesticated, wild, exotic, or vicious animals shall not be permitted.
2. The principal buildings or structures shall be set back at least seventy-five (75) feet from the front property line; and at least two hundred (200) feet from any property line abutting a Residential District or use on the same side of the street, and at least seventy-five (75) feet from all other property lines.
3. The Zoning Official or Planning Commission may permit veterinary and animal grooming uses as accessory uses to retail pet supply establishments.
4. Parking lots shall be set back at least fifty (50) feet from a Residential District or use and shall be screened by a wall at least four (4) feet high with landscaping on the exterior side of the wall. The Zoning Administrator or Planning Commission may permit a landscaped berm or dense landscape buffer as an alternative to the wall.
5. All principal use activities shall be conducted within a totally enclosed principal building; no outdoor animal enclosures or runs are permitted unless a separate special land use has been approved for a kennel under Section 544 (p), Kennels, or pet boarding facility under Section 544 (u).
6. Any indoor boarding shall be limited to that incidental to treatment or surgery unless the use has also been approved as a kennel or pet boarding facility.
7. Such facilities shall be subject to other conditions and requirements necessary to ensure against the occurrence of any possible nuisance (i.e., fencing, soundproofing, sanitary requirements).
8. All waste disposal shall meet the requirements of the Health Department of the State of Michigan.

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SECTION 45. Savings Clause.

Nothing in this ordinance shall be construed to affect any suit or proceeding pending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby amended, nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

SECTION 65. 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 76. Effective Date.

This ordinance shall become effective 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 _____, 20~~22~~²²~~65~~⁵⁶.

T. EDWIN NORRIS
City Clerk

MARIAN McCLELLAN
Mayor

I, T. EDWIN NORRIS, the duly authorized Clerk of the City of Oak Park, Michigan, do hereby certify that the foregoing ordinance was adopted by the Council of the City of Oak Park at its regular meeting held on _____, 20~~22~~²²~~56~~⁵⁶.

T. EDWIN NORRIS, City Clerk



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2022

SUBJECT: Resolution in Support of Accepting Michigan Department of Natural Resources Land and Water Conservation Fund Grant

DEPARTMENT: City Manager's Office/Recreation

SUMMARY:

The City applied for and was awarded a grant for the Nine Mile Connector Park from the Department of Natural Resources (DNR) in 2020. The grant is in the amount of \$100,000, and requires a 50/50 match from the City. Due to the pandemic, we experienced a delay in receiving our project agreement from the DNR, which has caused a delay in the construction of the Connector Park.

With the acceptance of the grant, the City can now work on completing this phase of improvements to the Nine Mile Corridor.

FINANCIAL STATEMENT: Funding is available for the Connector Park in the Public Improvement Fund. Additionally, we are actively seeking funding from outside resources. This funding also includes a \$45,000 grant we received from the Community Foundation of Southeast Michigan Ralph C. Wilson Jr. Foundation Fund for the Connector Park.

RECOMMENDED ACTION: It is recommended that City Council approve a resolution in support of accepting the Michigan Department of Natural Resources Land and Water Conservation Fund Grant

APPROVALS:

City Manager: _____

Department Director: _____

Director of Finance: _____

Budgeted: ☐

EXHIBITS:

**STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF OAK PARK**

RESOLUTION NO. CM-XX-XXX-XX

**RESOLUTION IN SUPPORT OF ACCEPTING MICHIGAN DEPARTMENT OF NATURAL
RESOURCES LAND AND WATER CONSERVATION FUND GRANT**

June 7, 2022

BE IT HEREBY RESOLVED, that the City Council of the City of Oak Park, Michigan, does hereby accept the terms of the Agreement for (grant number 26-01844) as received from the Michigan Department of Natural Resources, and that the City Council of the City of Oak park does hereby specifically agree, but not by way of limitation, as follows:

1. To appropriate all funds necessary to complete the project during the project period and to provide One Hundred Thousand (\$100,000.00) dollars to match the grant authorized by the Department of Natural Resources.
2. To maintain satisfactory financial accounts, documents, and records to make them available to the Department of Natural Resources for auditing at reasonable times.
3. To construct the project and provide such funds, services and materials as may be necessary to satisfy the terms of said Agreement.
4. To regulate the use of the facility constructed and reserved under this Agreement to assure the use thereof by the public on equal and reasonable terms.
5. To comply with any and all terms of said Agreement including all terms not specifically set forth in the foregoing portions of this Resolution.

Yeas:

Nays:

Absent:

Abstained:

STATE OF MICHIGAN)
) ss.
COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and acting City Clerk of the City of Oak Park, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Oak Park at a duly called meeting held on June 7, 2022, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this 7th day of June, 2022.

T. Edwin Norris, City Clerk

CITY OF OAK PARK, MICHIGAN

REQUEST TO RAISE FLAG

City of Oak Park flag policy:

- The City of Oak Park reserves the right to choose which flags may or may not be flown at city-owned properties.
- Any flag flown shall comply with the U.S. Flag Code.
- The City will only consider requests for observances implemented by Presidential Proclamation, Executive Order, and Public Law and/or government flags.
- Requests must be received at least 30 days prior to requested flying date.
- Requestor shall provide a flag that is 3 feet by 5 feet with placement for holes.
- Requestor shall specify the length of time the flag shall be flown and cannot exceed a 31 day period.

All requests are subject to review by the City Attorney.

PLEASE PROVIDE THE FOLLOWING INFORMATION

Requestor's Name: REGINA WEISS

Firm/Organization: _____

Requestor's Address: 23470 MASESTIC ST. OAK PARK, MI 48237

Requestor's Telephone No.: 219-306-3453 Email Address: REGINA.A.WEISS@GMAIL.COM

Flying Dates Requested: 6-7-22 to 6-30-22

DESCRIPTION OF REQUEST -

Describe in detail the type of flag and reason for your request that it be flown at city owned property:

LGBTQ+ PRIDE FLAG TO HONOR JUNE AS
PRIDE MONTH.

Requestor's Signature: R. WEISS / W.P. Date: 6-2-22

FOR CITY USE ONLY:

SUBMITTED: ☐ IN-PERSON ☐ BY U.S. MAIL ☒ BY FAX/EMAIL

DATE FILED: 6/2/2022

ACCEPTED/RECEIVED BY: [Signature]



CITY OF OAK PARK

**Saundra Crawford, Director
Department of Finance**

Mayor
Marian McClellan
Mayor Pro Tem
Julie Edgar
Council Members
Carolyn Burns
Solomon Radner
Shaun Whitehead
City Manager
Erik Tungate

15C

MEMORANDUM

Date: May 25, 2022

To: Erik Tungate, City Manager

From: Saundra Crawford, Finance Director
Carl Johnson, Financial Assistant

Re: Third Quarter FY 2021-22 Investment Report

The State of Michigan Public Act 213 of 2007 requires the City's investment officer to provide a written report quarterly to the governing body concerning the investment of all funds of the City that fall under Public Act 20. Public Act 20 governs how non-pension and non-OPEB funds can be invested. The attached report details the cash and investments (citywide for all funds) held by the City at March 31, 2022. The report includes a description of each investment by type, market and book values, current and yield to maturity interest rates and the number of days to maturity.

The third quarter investment report shows total citywide cash and investments of \$33,417,180 (market value) including cash in the operating account of \$1,134,204 (excluding outstanding checks and other adjustments), short-term investments in the Oakland County Investment Pool of \$19,937,338, money market of \$17,540, commercial paper of \$7,978,744 and long-term investments total \$4,349,354. The City has maximized investment return on short-term cash by utilizing the Oakland County Investment Pool and minimizing the amount maintained in the checking and daily depository accounts. During the past quarter, interest rates rose very quickly and are projected to continue to rise significantly to offset the very high inflation rate. The result of the rate increase is twofold, the interest rates on new investment are up more than 1-2% over the previous quarter helping future returns but the market value of the existing investments dropped substantially. While the existing investments will not realize a true loss as they will be held until maturity, the accounting rules require that the City realize for book purposes that the investments are worth less than they were three months ago. Going forward we will be looking to move the majority of the funds from the County Investment Pool into short-term commercial paper until interest rates and inflation stabilize as any investments with maturities over 2 years are at risk of significant unrealized losses moving forward. Investment

income for the months of January through March 2022 included interest income of \$39,607 and an unrealized loss on investments of \$129,320 for a net loss of \$98,125. As stated previously, this is a paper loss only and the unrealized loss will reverse as each investment gets closer to maturity.

During the third quarter overall investment return started moving forward with the rise in interest rates and the promise by the Feds of numerous additional rate increases over the coming months. The return for the third quarter was a net loss of approximately 1.1% primarily due the unrealized market adjustment. If the Fed's continue to raise rates several times in the near term as they have promised, the City can expect to see increased real rates of returns offset by unrealized losses on current long-term investments until interest rates stabilize.

City of Oak Park
Summary of Cash and Investments Held
March 31, 2022

	<u>Maturity Date</u>	<u>Market Value</u>	<u>Book Value</u>	<u>% of Portfolio</u>	<u>Current Interest Rate</u>	<u>YTM @ Cost</u>	<u>Days to Maturity</u>	<u>Investment Broker</u>
Cash								
Huntington Bank - Collection		\$ 1,134,204	\$ 1,134,204	3.38%	0.0100%	0.0100%	1	Huntington
Huntington Bank - Accounts Payable		-	-	0.00%	0.0100%	0.0100%	1	Huntington
Huntington Bank - Payroll		-	-	0.00%	0.0100%	0.0100%	1	Huntington
Money Market								
Fifth Third - Money Market		17,540	17,540	0.05%	0.0400%	0.0400%	1	Fifth Third
Comerica Securities - Money Market		-	-	0.00%	0.0100%	0.0100%	1	Comerica
Government Securities								
Federal Home Loan BA SER BJ-9025	11/17/2025	548,300	570,000	1.70%	0.7500%	0.7500%	1326	Fifth Third
Federal Home Loan BA SER L5-2025	12/26/2025	471,795	495,000	1.48%	0.9000%	0.9000%	1365	Fifth Third
Federal Home Loan BA SER E6-9026	2/18/2026	972,990	992,000	2.96%	1.7500%	1.7500%	1419	Fifth Third
Federal Home Loan BA SER E6-9026	2/24/2026	1,417,940	1,443,475	4.30%	1.1250%	1.1250%	1425	Fifth Third
Municipal Bonds								
Kaskaskia Mich Sch Bldg	5/1/2023	290,911	290,000	0.86%	6.1000%	6.1000%	487	Fifth Third
South Lyon Mich Comm Schools	5/1/2023	50,412	50,229	0.15%	2.8900%	2.8900%	395	Comerica
Michigan Fin Auth Rev Taxable Hosp Ref	12/1/2030	446,163	494,387	1.47%	2.9540%	2.9540%	2800	Comerica
Certificate of Deposits								
Wells Fargo Bank NA	7/28/2022	150,843	150,000	0.45%	2.3000%	2.3000%	118	Fifth Third
Commercial Paper								
Equifax Inc	4/19/2022	499,795	499,625	1.49%	0.3000%	0.3000%	19	Fifth Third
Cintas Corp No 2	6/15/2022	998,100	997,250	2.97%	1.1000%	1.1000%	76	Fifth Third
Credit Suisse First	6/17/2022	998,120	997,674	2.97%	0.9100%	0.9100%	78	Fifth Third
Amcor Fin USA Inc	4/18/2022	499,895	499,611	1.49%	0.8500%	0.8500%	18	Huntington
CNPC Fin Hong Kong LTD	4/8/2022	499,953	499,709	1.49%	0.4200%	0.4200%	8	Huntington
Equifax Inc	5/9/2022	499,773	499,326	1.49%	0.9000%	0.9000%	39	Huntington
Glencore FTG LLC	4/29/2022	499,831	499,458	1.49%	0.5500%	0.5500%	29	Huntington
Honeywell Intl Inc	9/14/2022	992,949	995,857	2.97%	0.7200%	0.7200%	76	Huntington
Societe Generale	10/5/2022	992,062	991,890	2.96%	1.4500%	1.4500%	97	Huntington
Suncor Energy Inc	5/17/2022	499,582	499,195	1.49%	0.6600%	0.6600%	47	Huntington
VW CR Inc	6/13/2022	998,684	997,534	2.97%	1.0000%	1.0000%	74	Huntington
Investment Pool								
Oakland County Investment Pool		19,937,338	19,937,338	59.42%	0.8450%	0.8450%	1	Oakland County
Total		<u>\$ 33,417,180</u>	<u>\$ 33,551,302</u>	<u>100.00%</u>				



CITY OF OAK PARK

**Saundra Crawford, Director
Department of Finance**

Mayor
Marian McClellan
Mayor Pro Tem
Julie Edgar
Council Members
Carolyn Burns
Solomon Radner
Shaun Whitehead
City Manager
Erik Tungate

MEMORANDUM

Date: May 25, 2022

To: Erik Tungate, City Manager

From: Saundra Crawford

Re: 3rd Quarter FY 2022 Budget to Actual Report, General Fund

The purpose of this memorandum is to highlight fiscal year-to-date revenue and expenditure activity through the quarter ending March 31, 2022 (see attached report for budget-to-actual by department activity for the General Fund only). Through the third quarter, generally, revenues and expenditures should represent 75% of the annual budget.

GENERAL FUND

REVENUES

Total revenues for the through the third quarter total approximately \$20.4 million, representing approximately 86% of the annual amended budget. Overall revenues are on track with budget with the following items of note:

- **Property Tax Revenue** – City property tax levies are billed July 1 and payable in full without penalty by August 31, 2021. As of the end of the third quarter approximately 96% of the billed taxes had been paid. Any unpaid real property taxes will be purchased from the City by Oakland County in May 2022. Property tax revenue is the primary reason the overall revenues are at 86% to date.
- **Intergovernmental Revenue (State Revenue Sharing)** – The City receives six bi-monthly payments annually for state-shared revenue. The third quarter report reflects three payments as the August 31, 2021, payment by statute is included as part of the June 30, 2021 revenues. The City will receive the remaining payments on April 30, June 30 and August 31 (2022) related to the current fiscal year. The estimated annual revenue included in the budget totals \$3,744,122.

- Fines and forfeiture revenue received from the 45th District Court is budgeted for a total of \$1,300,000 of which \$832,820 or 64% was received in through the third quarter. Overall court revenue continues to be less than prior year and less than budget due to the slow rebound from COVID-19 and the reduced number of and tickets written. The court has done a good job reducing their costs to offset some of the lost revenue. The revenue received is used to offset a portion of the court's operating costs. Finance will continue to monitor both the court revenue and expenditure budgets and propose amendments as necessary.
- Federal grants revenue represents the balance FEMA federal CARES funds and ARPA federal funds totaling \$1,484,571 passed through the state of Michigan Department of Treasury. 100% of the FY 2022 amended budget has been received as of March 31, 2022.

EXPENDITURES

Total expenditures through the third quarter total approximately \$18.9 million, representing approximately 77% of the annual amended budget. Overall departmental expenditure budgets are on track with the following items of note (departments over 75%):

- DPW Admin Department is at 80% of their amended budgets due to the increased costs of self-insured health insurance. A budget amendment will be presented during the fourth quarter to address the cost increase.
- The K-9 and Public Safety Departments are at 83% and 85%, respectively, of their amended budget primarily due almost 100% of their annual DB pension contribution has been made during the first nine months of the fiscal year.
- The Finance and Admin Services Department is slightly over budget primarily due to approximately 83% of the annual DB pension contribution has been made through the first three quarters of the fiscal year. The overall contribution will be on budget as contributions will be adjusted during the final quarter.
- Non-Departmental is at 93% of the amended budget. The primary reason for the budget overage is health insurance costs for general and public safety retirees are running more than budget. After meetings with the City's healthcare consultant, the hopes are the final actual costs will be near budget or slightly above the budget. Finance will continue to monitor the actual costs and bring forth amendments as needed.

Overall, the General Fund operations are in line with the annual budget. The projected fund balance remains at the targeted level of approximately 20% of annual expenditures.

05/16/2022

REVENUE AND EXPENDITURE REPORT FOR CITY OF OAK PARK
 PERIOD ENDING 03/31/2022
 % Fiscal Year Completed: 75.07

GL NUMBER	DESCRIPTION	END BALANCE	2021-22		YTD BALANCE	AVAILABLE	% BDGT USED
		06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	2021-22 AMENDED BUDGET	03/31/2022 NORM (ABNORM)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND							
00.000 - NONE		19,319,585.56	18,556,130.00	18,723,391.00	15,511,049.28	3,212,341.72	82.84
17.345 - PUBLIC SAFETY		4,685,247.84	4,817,315.00	4,817,315.00	4,659,213.67	158,101.33	96.72
19.752 - RECREATION ADMINISTRATION		247,677.39	252,066.00	252,066.00	242,993.48	9,072.52	96.40
TOTAL REVENUES		24,252,510.79	23,625,511.00	23,792,772.00	20,413,256.43	3,379,515.57	85.80
10.101 - CITY COUNCIL AND MAYOR		45,711.88	75,879.00	75,879.00	29,218.44	46,660.56	38.51
11.172 - CITY MANAGER		392,495.72	481,685.00	481,685.00	325,138.97	156,546.03	67.50
11.270 - HUMAN RESOURCES		394,744.05	263,203.00	276,349.00	193,512.49	82,836.51	70.02
11.611 - ECONOMIC DEVELOPMENT		213,229.32	256,617.00	256,617.00	180,043.87	76,573.13	70.16
12.258 - MAGEMENT INFORMTN SERVICE		377,663.53	338,081.00	348,081.00	119,249.19	228,831.81	34.26
13.210 - CITY ATTORNEY		234,687.11	269,600.00	269,600.00	173,845.01	95,754.99	64.48
13.229 - PROSECUTING ATTORNEY		71,660.04	71,660.00	71,660.00	53,745.03	17,914.97	75.00
14.191 - ELECTIONS		313,471.28	283,296.00	213,296.00	157,761.99	55,534.01	73.96
14.215 - CITY CLERK		107,093.72	117,236.00	127,236.00	85,549.12	41,686.88	67.24
15.201 - FINANCE & ADMIN SERVICES		455,771.74	465,144.00	490,144.00	380,126.42	110,017.58	77.55
16.371 - INSPECTIONS		614,574.07	688,511.00	758,511.00	574,930.63	183,580.37	75.80
16.401 - TECH & PLANNING ADMIN.		198,935.21	216,505.00	226,505.00	172,587.85	53,917.15	76.20
16.447 - ENGINEERING		50,006.46	56,842.00	33,842.00	17,267.72	16,574.28	51.02
16.448 - STREET LIGHTING		388,103.88	500,000.00	490,000.00	375,191.47	114,808.53	76.57
17.345 - PUBLIC SAFETY		11,663,042.32	12,132,069.00	12,294,215.00	10,212,550.66	2,081,664.34	83.07
17.346 - PUBLIC SAFETY K-9		237,981.53	203,192.00	203,192.00	174,477.09	28,714.91	85.87
18.265 - BUILDING MAINTENANCE		709,245.30	1,066,313.00	1,091,313.00	486,031.95	605,281.05	44.54
18.441 - DPW ADMINISTRATION		16,247.98	20,014.00	32,514.00	26,054.25	6,459.75	80.13
18.443 - SHEPHERD PARK		315,807.25	316,608.00	291,108.00	53,930.67	237,177.33	18.53
18.444 - OTHER PARKS FORESTRY		768,535.93	368,513.00	958,113.00	514,628.25	443,484.75	53.71
19.752 - RECREATION ADMINISTRATION		333,281.12	535,870.00	528,870.00	255,774.38	273,095.62	48.36
19.753 - ATHLETICS		11,160.46	29,311.00	19,311.00	7,827.01	11,483.99	40.53
19.754 - OUTDOOR ACTIVITIES		12,244.74	69,230.00	100,230.00	57,351.78	42,878.22	57.22
19.755 - INSTRUCTIONAL ACTIVITIES		(129.74)	10,000.00	14,800.00	11,106.20	3,693.80	75.04
19.756 - SPECIAL RECREATION EVENTS		28,226.32	49,800.00	57,000.00	34,035.85	22,964.15	59.71
19.757 - SWIMMING POOL FACILITY		181,840.73	135,059.00	135,059.00	60,858.20	74,200.80	45.06
19.776 - SENIOR SERVICES		26,408.96	42,174.00	46,174.00	33,755.78	12,418.22	73.11
21.890 - NON DEPARTMENTAL		4,835,097.10	4,263,385.00	4,240,500.00	3,932,776.19	307,723.81	92.74
22.806 - COMMUNICATIONS & PUBLIC INFORMATION		295,581.63	299,714.00	326,024.00	191,791.29	134,232.71	58.83
TOTAL EXPENDITURES		23,292,719.64	23,625,511.00	24,457,828.00	18,891,117.75	5,566,710.25	77.24
TOTAL REVENUES		24,252,510.79	23,625,511.00	23,792,772.00	20,413,256.43	3,379,515.57	85.80
TOTAL EXPENDITURES		23,292,719.64	23,625,511.00	24,457,828.00	18,891,117.75	5,566,710.25	77.24
NET OF REVENUES & EXPENDITURES		959,791.15	0.00	(665,056.00)	1,522,138.68	(2,187,194.68)	228.87



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 6, 2022

AGENDA #

SUBJECT: Approval of resolution to authorize Budget Amendment #2022-3

DEPARTMENT: Finance

SUMMARY: The City's annual budget was adopted on May 12, 2021 and is effective July 1st. The budget is adopted at the departmental level. In accordance with the State Budget Act, budget amendments are to be completed throughout the fiscal year in order to reflect the most current information available related to revenue and expenditure budgets. Budget amendments that have a positive or negative impact on fund balance or change the department total require Council approval

The third quarter (3/31/22) budget amendment for the General Fund is attached and is also summarized below.

GENERAL FUND	
Beginning Fund Balance July 1, 2021	\$ 5,305,331
Amended Budget as of March 31, 2022	\$ (665,056)
Net Change in Fund Balance (Amendment #2022-3)	<u>\$ 0</u>
Estimated Ending Fund Balance June 30, 2022	<u><u>\$ 4,640,275</u></u>

The proposed amendment has no net impact on fund balance and includes the following notable items:

- Increases in self-funded healthcare costs greater than anticipated
- Increase in stop-loss reimbursements due to healthcare costs in excess of limits
- Reduction of recreation capital outlay costs and increase in transfer out to new Parks and Recreation Improvement Fund (equal amounts) for current budgeted projects which are pending due to the current recreation study
- Increase in election reimbursement revenue from the State and local elections
- Increase in water and sewer/storm water costs related to City buildings

SPECIAL REVENUE FUNDS

- Creation of new Parks and Recreation Improvement Fund to account for the currently budgeted and future recreation

INTERNAL SERVICE FUNDS

- The Motor Pool Fund expenditure budget was increased to account for the purchase of the new fire ladder truck. The expenditure is funded by General Fund contributions in the current and prior year (which are part of fund balance).

Note: The State of Michigan does not require budgets for any funds except the General and Special Revenue Funds. The City has chosen to be fiscally responsible and adopt budgets for all funds to assist in monitoring the overall financial activity of the City.

FINANCIAL STATEMENT: The proposed budget amendment has an impact on the fund balance of General Fund while keeping the estimated fund balance at approximately 20% of annual expenditures. The amendments to all other funds keep the fund balance at targeted ranges and are done in compliance with State of Michigan requirements and guidelines.

RECOMMENDED ACTION: Approval of resolution to authorize Budget Amendment #2022-3

APPROVALS:

City Manager: _____

Finance Director: _____

City of Oak Park
Proposed Budget Amendments
March 31, 2022

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Description</u>
<u>General Fund</u>			
101-00.000-570.000	Reimbursement - Elections	\$ 13,084	Increase per activity to date and projections thru year-end
101-00.000-676.001	Reimbursement - Miscellaneous	242,557	Increase ins stop loss reimbursement per activity to date
101-17.345-420.000	Del Pers Prop Tax - P/Y	11,314	Increase per activity to date and projections thru year-end
101-17.345-573.000	State Grant - Local Comm Stab Auth	<u>301</u>	Adj to reimbursement from State related to Act 345 levy
Total Revenue Increase (Decrease)		267,256	
101-17.345-713.000	Health Insurance	200,000	Adjust to actual costs to date - greater than budget & prior yr
101-17.345-970.000	Capital Outlay	7,256	Roll forward FY 2022-23 NG 911 Emergency Call Works
101-18.265-920.003	Utilities - Water	60,000	Adjust to actual costs to date - greater than budget & prior yr
101-18.443-970.000	Capital Outlay	(75,000)	Shepherd Park restroom renovations to new fund
101-18.443-970.000	Capital Outlay	(100,000)	Shepherd Park ballfield renovations to new fund
101-18.444-970.000	Capital Outlay	(100,000)	Key Park ballfield renovations to new fund
101-18.444-970.000	Capital Outlay	(70,000)	Dewey Park Playscape to new fund
101-18.444-970.000	Capital Outlay	(10,000)	Lessenger Park Shelter to new fund
101-21.890-999.407	Transfer Out - Parks and Recreation Improvement	<u>355,000</u>	Park renovation budgets to new fund
Total Expenditure Increase (Decrease)		<u>267,256</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ -</u>	
<u>Parks and Recreation Improvement Fund</u>			
407-00.000-699.101	Transfer In - General Fund	<u>\$ 355,000</u>	
Total Revenue Increase (Decrease)		<u>\$ 355,000</u>	
407-18.443-970.000	Capital Outlay	75,000	Shepherd Park restroom renovations to new fund
407-18.443-970.000	Capital Outlay	100,000	Shepherd Park ballfield renovations to new fund
407-18.444-970.000	Capital Outlay	100,000	Key Park ballfield renovations to new fund
407-18.444-970.000	Capital Outlay	70,000	Dewey Park Playscape to new fund
407-18.444-970.000	Capital Outlay	<u>10,000</u>	Lessenger Park Shelter to new fund
Total Expenditure Increase (Decrease)		<u>\$ 355,000</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ -</u>	
<u>Motor Pool Internal Service Fund</u>			
654-18.875-664.000	Interest Income	<u>1,000</u>	Estimate based on prior and current year activity
Total Revenue Increase (Decrease)		<u>\$ 1,000</u>	
654-18.875-970.000	Capital Outlay	<u>1,350,000</u>	New ladder truck (fire) increase in GF contributions
Total Expenditure Increase (Decrease)		<u>\$ 1,350,000</u>	
Net Increase (Decrease) to Fund Balance		<u>\$ (1,349,000)</u>	

Resolution

NOW, THEREFORE BE IT RESOLVED that the following
Budget Amendment #2022-3 is authorized:

	INCREASE (DECREASE)
GENERAL FUND	
REVENUES	
PROPERTY TAXES	\$ 11,314
INTERGOVERNMENTAL	13,385
INTEREST INCOME	242,557
TOTAL REVENUES	<u>267,256</u>
EXPENDITURES	
PUBLIC SAFETY	207,256
PUBLIC WORKS	(295,000)
TRANSFERS OUT	355,000
TOTAL EXPENDITURES	<u>267,256</u>
Net Increase to Fund Balance	<u>\$ -</u>

PARKS AND RECREATION IMPROVEMENT FUND	
REVENUES	
TRANSFER IN	\$ 355,000
TOTAL REVENUES	<u>355,000</u>
EXPENDITURES	
CAPITAL OUTLAY	355,000
TOTAL EXPENDITURES	<u>355,000</u>
Net Increase to Fund Balance	<u>\$ -</u>

MOTOR POOL INTERNAL SERVICE FUND	
REVENUES	
INTEREST INCOME	\$ 1,000
TOTAL REVENUES	<u>1,000</u>
EXPENDITURES	
CAPITAL OUTLAY	1,350,000
TOTAL EXPENDITURES	<u>1,350,000</u>
Net Decrease to Fund Balance	<u>\$ (1,349,000)</u>

I certify that the forgoing is a true and complete copy of a Resolution adopted by
the City Council of the City of Oak Park at a regular Meeting held on this 6th day
of June, 2022.

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 2022**AGENDA #****SUBJECT:** Proposed payment request and change order 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. OHM requested a change order of \$7000.00 to cover some of the additional work needed for construction engineering. The extra work included data entry into FieldBook, delays in shipping the traffic signal equipment added inspection days for their inspectors, and extra subconsultant time on site for concrete sampling and testing.

Project	This Period	Prior Billings	To Date	Current Contract	Account Number
Safe Routes to School Construction Eng	\$10,951.37	\$79,023.63	\$89,975.00	\$82,975.00	202-18-479-970
Totals	\$10,951.37	\$79,023.63	\$89,975.00	\$82,975.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$89,975.00. Funding is available in the above listed account.

APPROVALS:City Manager: _____ Department Director: *RMB*Finance Director: _____ City Attorney: *N/A*Budgeted ☐**EXHIBITS:** Invoice and Change Order letter of explanation



May 24, 2022

INVOICE SUMMARY

The attached hourly invoice includes effort to complete the Construction Engineering for the Safe Routes to School project. Here is a summary of the charges:

Original Authorized Contract Amount	\$82,975.00
Additional Requested Amount	\$7,000.00
Total Revised Contract Amount	\$89,975.00
OHM Invoiced to Date	\$79,023.63

Remaining Balance	\$10,951.37
Portion of Invoice Amount to Reach Original Contract Max	\$3,951.37
Remaining Portion of Invoice to Contract To Reach Revised Contract Max.	\$6,994.88
Total Final Invoice Amount	\$10,946.25

See attached request for contract amendment.

Sincerely,
OHM Advisors

A handwritten signature in black ink, appearing to read "Mark Loch".

Mark Loch, Sr. Project Manager

Encl: Amendment Letter, Derivation
cc: James Stevens, Principal, OHM



February 4, 2022

Ms. Kara Grisamer, PE
City Engineer
City of Oak Park
13600 Oak Park Boulevard
Oak Park, MI 48237

RE: Oak Park Safe Routes to School – OHM Final Invoice Including CE Contract Overage - Summary

Dear Ms. Kara Grisamer, PE:

This letter is to summarize the events occurring on the Oak Park Safe Routes to School Project - MDOT Contract Number 209948. The subsequent following events led to an overage in the Construction Engineering Project budget as approved by the City of Oak Park.

Per the original contract the City was supposed to perform all sidewalk inspections for this project and enter these reports into the MDOT system required for Safe Routes to School Projects. From May 18, 2021, to June 15, 2021, the City of Oak Park performed the onsite observation of sidewalk and restoration work within the neighborhood project limits. Concurrently to the work by the city inspectors, OHM Advisors was completing office reporting. Additional effort was required by OHM staff to take the daily information provided by the Oak Park inspector and transform it into MDOT acceptable documentation and final reporting including filing out of MDOT forms and data entry into the computer program FieldBook.

In addition, the contract received an MDOT approved extension of time due to delays in shipping of the traffic signal equipment. As a result, the contract inspection work went beyond the contract completion date of July 9, 2021. OHM Advisors performed an additional twelve full days of inspection and documentation duties for traffic signal and restoration work until October 14, 2021. During this period the testing subconsultant G2 Consulting, was also required to perform sampling and testing of fresh concrete for time beyond the contract completion date.

The result of the above additional work resulted in a contract increase of \$7,000. The maximum contract amount is requested to be raised to \$89,975.00. Please contact me should you have any further questions concerning this matter. Thank you considering this request.

Sincerely,
OHM Advisors

A handwritten signature in black ink, appearing to read "Mark Loch".

Mark Loch, PE, OHM Advisors, Project Manager

cc: Clay Stokes, PE OHM Advisors, Project Engineer
Robert Barrett, City of Oak Park, Project Manager

ARCHITECTS. ENGINEERS. PLANNERS.



Exhibit 1 - DERIVATION AMENDMENT COSTS

PROJECT DESCRIPTION:

Construction Engineering Amendment for Safe Routes to School Project

CONSULTANT:

DATE: 2/4/2022

Orchard, Hiltz & McCliment, Inc.

<u>Classification</u>	<u>Person Hours</u>	x	<u>2021 Hourly Rate</u>	=	<u>Labor Cost</u>
Graduate Engineer II	11		\$130		\$1,430.00
Technician III	1		\$120		\$120.00
Technician II	5		\$103		\$515.00
	<u>Total Hours</u>		<u>Subtotal Labor</u>		<u>\$2,065.00</u>
	17				
<u>Subconsultants</u>					
G2 Consulting					\$4,931.25
<u>Direct Costs</u>					
					\$0.00
			Project Total	\$	6,996.25

REMIT TO:

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



INVOICE

CITY OF OAK PARK

Attn: Kara Grisamer, City Engineer
10600 Capital Ave.
Oak Park, MI 48237

Invoice Date: 05/24/2022
Invoice #: 51385
Project: 0037190023

Project Name: CE - Safe Routes to School

For Professional Services Rendered Through: May 14, 2022

Professional Services

CE - Safe Routes to School \$10,946.25

Invoice Total \$10,946.25

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



INVOICE

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

Invoice Date: 05/24/2022
Invoice #: 51385
Project: 0037190023

Project Name: CE - Safe Routes to School

Professional Services

	<i>Hours</i>	<i>Rate</i>	<i>Amount</i>
Gen. Contract Administration			
Associate	.50	185.00	\$92.50
Technician II	5.00	103.00	\$515.00
Technician III	.50	120.00	\$60.00
Paving Inspection			
Engineering/Architectural Aide	8.50	65.00	\$552.50
Technician IV	.50	140.00	\$70.00
Project Inspection			
Graduate Engineer II	30.00	130.00	\$3,900.00
Project Meeting			
Professional Engineer/Architect III	5.00	165.00	\$825.00
Professional Services Subtotal	50.00		\$6,015.00

Outside Consultants

	<i>Qty</i>	<i>Cost Rate</i>	<i>Multiplier</i>	<i>Amount</i>
G2 Consulting Group LLC 210938	1.00	4,931.25	1.00	\$4,931.25
Outside Consultants Subtotal	1.00			\$4,931.25

Total Backup:	50.00	\$10,946.25
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**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN**

AGENDA OF: June 7, 2022 **AGENDA #**

SUBJECT: Resolution in support of the Local Road Improvement Matching Fund Program.

DEPARTMENT: Engineering – KMG

SUMMARY: The Oakland County Board of Commissioners approved our application for funding under the 2022 Local Road Improvement Program (LRIP). Poor conditions on our roads create an impediment to the economic development of our community and diminish the excellent quality of life our residents expect. They created this matching fund program to assist municipalities by offering limited funds targeted to road maintenance and/or improvement projects on roadways.

The City of Oak Park applied for these funds to use as part of the Nine Mile Road Improvement Project, M-740, between Cloverlawn Ave and Pinecrest Ave.

As part of the grant, the City of Oak Park agrees to fund non-eligible costs such as administrative, coordination, permit fees, preliminary engineering, right-of-way acquisition and construction engineering services related to the implementation of the Nine Mile Road project.

FINANCIAL STATEMENT: We were awarded reimbursement funds in the amount of \$69,871.00 as part of the program matching funds.

RECOMMENDED ACTION: It is recommended that the City Council approve the attached resolution of support of the Matching Fund Program for the Nine Mile Road Project.

APPROVALS:

City Manager: _____

Finance Director: _____

Department Director: _____ RB

EXHIBITS: City Resolution, Board Resolution

**RESOLUTION ADOPTED BY THE
CITY OF OAK PARK OF THE COUNTY OF OAKLAND, MICHIGAN
UNDER DATE OF JUNE 7, 2022**

WHEREAS, the Oakland County Board of Commissioners established the Local Road Improvement Matching Fund Program (LRIP); and

WHEREAS, the City of Oak Park has applied for LRIP funding; and

WHEREAS, the City of Oak Park was awarded \$69,871.00 in LRIP reimbursement funds to be used on the Nine Mile Road Improvement Project, M-740; and

WHEREAS, the City of Oak Park agrees to fund administrative, coordination, permit fees, preliminary engineering, right-of-way acquisition and construction engineering services related to the implementation of the Nine Mile Road Improvement Project; and

WHEREAS, the City of Oak Park acknowledges and agreed that the City shall assume any and all responsibilities and liabilities arising out of the administration of the project; and

NOW, THEREFORE, BE IT RESOLVED, that the City of Oak Park will utilize LRIP funds to improve economic development as part of the Nine Mile Road Improvement Project, M-740.

I hereby certify that the above is a true and correct copy of a resolution adopted by the City of Oak Park of the County of Oakland, State of Michigan under date of

Mayor or other authorized City of Oak Park Rep

LOCAL ROAD IMPROVEMENT MATCHING FUND PROGRAM

COST PARTICIPATION AGREEMENT

Pavement rehabilitation of 9 Mile Road (Cloverlawn Ave to Pinecrest Ave)

City of Oak Park

Board Project No. 2022-21

This Agreement, made and entered into this May 24, 2022, by and between the Board of Commissioners of the County of Oakland, Michigan, hereinafter referred to as the BOARD, and the City of Oak Park, hereinafter referred to as the COMMUNITY, provides as follows:

WHEREAS, the BOARD has established the Local Road Improvement Matching Fund Program, hereinafter the PROGRAM, for the purposes of improving economic development in Oakland County cities and villages. The terms and policies of the PROGRAM are contained in Attachment A. The BOARD intends the PROGRAM to assist its municipalities by offering limited funds, from state statutory revenue sharing funds, for specific, targeted road maintenance and/or improvement projects on roadways under the jurisdiction of cities and villages; and

WHEREAS, the BOARD shall participate in a city or village road project in an amount not exceeding 50% of the cost of the road improvement, hereinafter referred to as the PROJECT, and also not exceeding the Preliminary Distribution Formula as it relates to the COMMUNITY, (Attachment B); and

WHEREAS, the COMMUNITY has identified the PROJECT as the Pavement rehabilitation of 9 Mile Road (Cloverlawn Ave to Pinecrest Ave), which improvements involve roads under the jurisdiction of and within the COMMUNITY and are not under the jurisdiction of the Road Commission for Oakland County or state trunk lines; and

WHEREAS, the COMMUNITY has acknowledged and agreed to the BOARD's policies regarding the PROGRAM, Attachment A, and further acknowledge and agree that the PROJECT's purpose is to encourage and assist businesses to locate and expand within Oakland County and shall submit a report to the BOARD identifying the effect of the PROJECT on businesses in the COMMUNITY at the completion of the PROJECT. In addition, the COMMUNITY acknowledges that the program is meant to supplement and not replace funding for existing road programs or projects; and

WHEREAS, the COMMUNITY has acknowledged and agreed that the PROGRAM is expressly established as an annual program and there is no guarantee that the PROGRAM will be continued from year to year. The BOARD anticipates that most PROJECTS funded under the PROGRAM will be completed by the end of calendar year 2022. There is no obligation on behalf of the BOARD to fund either the PROJECT or the PROGRAM in the future; and

WHEREAS the COMMUNITY has acknowledged and agreed that the COMMUNITY shall assume any and all responsibilities and liabilities arising out of the administration of the PROJECT and that Oakland County shares no such responsibilities in administering the PROJECT; and

WHEREAS, the estimated total cost of the PROJECT is \$1,650,000; and

WHEREAS, said PROJECT involves certain designated and approved Local Road Improvement Matching Funds in an amount not to exceed \$69,871, which amount shall be paid to the COMMUNITY by the BOARD; and

WHEREAS, the BOARD and the COMMUNITY have reached a mutual understanding regarding the cost sharing of the PROJECT and wish to commit that understanding to writing in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants set forth herein and in conformity with applicable law and BOARD resolution(s), it is hereby agreed between the COMMUNITY and the BOARD that:

1. The BOARD approves of the PROJECT, and in reliance upon the acknowledgements of the COMMUNITY, finds that the PROJECT meets the purpose of the PROGRAM.

2. The BOARD approves of a total funding amount under the PROGRAM for the PROJECT in an amount not to exceed \$69,871. The COMMUNITY shall submit an invoice to the COUNTY in an amount not to exceed \$69,871.

a. The Invoice shall be sent to:

Executive Office Building
Attn: Sheryl Johnson, Fiscal Services
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

3. Upon receipt of said invoice and upon execution of this Agreement, the BOARD shall pay the COMMUNITY in an amount not to exceed \$69,871 from funds available in the PROGRAM.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and date first written above.

OAKLAND COUNTY BOARD OF COMMISSIONERS

By: 
David T. Woodward (May 24, 2022 14:57 EDT)
David T. Woodward

Its: Chairman

COMMUNITY

By: 
Kara M. Grisamer

Its: City Engineer

**BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN****AGENDA OF:** June 7, 2022**AGENDA #**

SUBJECT: Request Authorization to purchase three vehicles to be assigned to the Public Works Department.

DEPARTMENT: Public Works - *DED*

SUMMARY: The Public Works Department is requesting authorization to purchase the following vehicles from the State of Michigan (MiDeal) and Rochester Hills pre-bid contracts as part of the FY 2022-23 budget. These vehicles are a much needed addition to our fleet. Our current Tandem Axle Dump is in disrepair and will be taken out of service soon. The lead time for these Dump Trucks is approx. 15-18 months. Approving the advance purchase of these vehicles would allow up to take delivery sooner as well as lock in the current pricing.

Vehicle:	Department:	Amount: (Pre-Bid Contract)	Account:
2024 Freightliner 39,000 GVW Chassis Single Axle Dump Truck	Public Works	\$234,942.20 (Rochester Hills Co-op RFP-RH-20-023)	Major Streets: 202-18.479-970 Local Streets: 203-18.479.970
2024 Freightliner 64,000 GVW Chassis Tandem Axle Dump Truck	Public Works	\$193,982.00 (Rochester Hills Co-op RFP-RH-20-023)	Water/Sewer: 592-18.538-970
John Deere 310SL Backhoe with accessories	Public Works	\$128,069.93 (MiDeal Contract 071B77000090)	Water/Sewer: 592-18.538-970 Major Streets: 202-18.479-970 Local Streets: 203-18.479.970

FINANCIAL STATEMENT: The pricing for the Single Axle Freightliner has come in slightly over budget, however there is funding available in the Major and Local Streets budget to cover the \$4,942.20 overage. The purchase of the Tandem Axle Freightliner will require a budget amendment to move Water / Sewer funding ahead from FY 2023-24. Funding for the above vehicle is available in the Water / Sewer, Major Streets, and Local Streets funds for these expenditures.

RECOMMENDED ACTION: It is recommended to allow the Finance Department to perform a budget amendment to move for the budgeted Water / Sewer funding (\$240,000) in FY 2023-24 to FY 2022-23 for the purchase of the 2024 Tandem Axle Freightliner. It is further recommended that City Council authorize the Public Works Department to participate in the State of Michigan (MiDeal) and Rochester Hills pre-bid contracts for these FY 2022-23 vehicle purchases totaling \$556,994.13.

APPROVALS:

City Manager: _____

Director of Public Works: DED

Director of Finance: _____

Legal: _____

Budgeted: ☐**EXHIBITS:** None



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 7, 2022

AGENDA #

SUBJECT: Proposal for professional services to provide GPS / GIS Services as part of the Drinking Water Asset Management (DWAM) Grant.

DEPARTMENT: Public Works - *DED*

SUMMARY: In November 2021, the City of Oak Park was awarded a \$436,347.00 DWAM Grant for work associated with our water system. A portion of this grant is to collect (GPS) the remaining water assets throughout the community. Attached is a proposal from OHM Advisors to provide GPS / GIS Services for this project. This proposal will cover the data collection, application development, training, and support to assist in the successful completion of this project. This project is 100% funded by the DWAM Grant.

RECOMMENDED ACTION: It is recommended that City Council approve the attached proposal from OHM Advisors to provide GPS / GIS Services for the hourly, not to exceed, cost of \$240,000 upon review by the City Attorney's office. These project expenditures will be 100% reimbursed through the DWAM Grant. There is \$250,000 budgeted in FY 2022-23 for this work in the Water and Sewer fund (592-18.538-970.000).

APPROVALS:

City Manager: _____

Department Director: *DED*

Finance Director: _____

City Attorney: _____

Budgeted: ☐

EXHIBITS: OHM Proposal

May 5, 2022

Mr. David DeCoster
Director of Facilities / Deputy Director of Public Works
City of Oak Park Michigan
10600 Capital
Oak Park, Michigan 48237

RE: Proposal for Professional Services
2022 GPS / GIS Services for Drinking Water Asset Management Grant (DWAM)

Dear Mr. DeCoster:

Thank you for contacting us to provide professional services to the City of Oak Park (City) for assistance in field data collection of the water distribution system and development of Asset Management Applications using Geographic Information Systems (GIS). We have prepared this letter proposal based on the information provided and discussions with you and City staff. This proposal represents our understanding of the project, scope of services, schedule, and compensation.

Statement of Understanding

After assessing the condition and completeness of the City's Water System GIS, OHM recommends field locating, GPSing and verifying connectivity of all Water System Apparatuses. By field verifying and GPSing all features, the system will gain functionality and reliability of the management and maintenance of the system.

OHM will assist the City in the management of the GIS database and set-up of their new ArcGIS Online account. Utilizing the system to its fullest extent and benefitting all levels of management and productivity with field operations using Esri Mobile Applications. OHM understands that roughly 75% of the distribution system has been previously GPSed. Using the previously collected RTK data from the City as a reference, we will navigate from asset to asset more efficiently. Our field technicians will ensure the spatial accuracy of each point previously collected and take a new point with updated attribute information (Table 2.), photos and GNSS Metadata attached. Upon completion of the field data collection phase, our analysts will compare the City's previously collected points with the new points to determine any discrepancies and determine what point geometry should be used in the updated GIS. This will validate the dataset and data integrity for future projects requiring the use of the City's GIS data.

Scope of Services

OHM will assist the City with completing the following 5 tasks, listed below.

Task 1 – City & OHM Meetings

Under this task, OHM will hold a kick-off meeting to discuss scope, schedule and budget and other items that arise. Specific work efforts are as follows:

- ▶ Prepare for and attend a kick-off meeting to discuss functionality, uses, and training schedule. A meeting agenda will be prepared and distributed before the meeting.
- ▶ Prepare and distribute meeting minutes with action items, if any.
- ▶ Additional progress meetings will be scheduled as necessary.
- ▶ Prepare for and attend project close-out meeting.



Deliverables

- ▼ Meeting agenda and minutes

Task 2 – Water System Field Data Collection

OHM will field verify system connectivity, GPS, photograph, and attribute all water system apparatus, including Hydrants, Hydrant Valves, Water System Valves, and Curb Stop Boxes (Table 1). A maximum of 9,500 structures will be documented using Esri Field Maps and stored on the City's ArcGIS Online Account.

Structure Type	Estimated Count to be Located / GPSed
Hydrant / Hydrant Valve	860 (Estimated Total)
Water System Valve	1,350 (Estimated Total)
Curb Stop Box	7,290 (Partial Total)
Total	9,500 Maximum

Table 1.

The following attributes will be recorded for each structure type:

Structure Type	Attribute
Hydrant	Manufacture
	Manufactured Year
	Location Reference
	Surface Type (Concrete, Grass, et al.)
	Condition
	Photo
Hydrant Valve	Location of Valve in relation to Hydrant (N, S, E, W)
Water System Valve	Location Description
	Valve Type (Gate, Butterfly, et al.)
	Pipe Directions
	Condition
	Drop Measurement from Top of Pipe to RIM
	Surface Type (Concrete, Grass, et al.)
Curb Stop Box	Photo
	Address
	Surface Type (Concrete, Grass, et al.)
	Photo

Table 2.

Assumptions:

- ▼ No more than 5 minutes will be spent searching for the location of any asset. If an asset cannot be found within that time, it will be noted, and the crew will move to the next asset.
- ▼ If structures are not accessible/unable to open cover, that will be noted in the comments field and brought to the City's attention.
- ▼ The City's DPW will aid with traffic control as required for collection of assets along major roadways. This could include the support of a truck with an arrow board or possible temporary lane closure.
- ▼ Eos GNSS Positioning System and ESRI ArcGIS Online
 - Esri Field Maps and Eos Arrow Gold RTK GNSS Positioning Systems will be used for this data collection.



- X and Y coordinates shall be +/- 2" accuracy. Z coordinates shall be +/- 2" accuracy. Metadata for each feature will be stored upon collection.
- If the desired accuracy cannot be reached due to accessibility (parked cars, gated yards, etc. or lack of signal caused by multipath errors (heavy vegetation, electrical wires, buildings, weather, or other reasons), OHM will determine if the collection of the structure can be achieved at a later date and will return to the one more time to collect data (original attempt and subsequent reattempt).
- The location of each point will be taken in the center of each structure.
- Tracking Dashboard will be created, and the City will have access.
- ▼ OHM will use the City's existing GIS features as a guide to locate and GPS structures.
 - For assets that have been previously collected using the City's RTK receiver, OHM will collect a new point with updated attribute information, photos and GNSS Metadata attached. QAQC will be done on these points to determine if the updated point geometry will be used.
- ▼ All specified Domains and Fields will be created in the new geodatabase.
- ▼ If a structure is not located after the original attempt and one reattempt, OHM will charge the city based on the attempt (2 attempts equal's a located and GPSed structure).

Deliverables

- ▼ All data will be collected on the City's master GPS GIS database on ArcGIS Online.

Task 3 – GIS Topology Updates

OHM will update all connectivity based on the Task 2 effort. Line (water main) end points will be snapped to points (ex. Valves), commonly known attributes will be updated, unique ID's will be assigned to every feature in the system.

Deliverables

- ▼ All edits made to the system will be made to the City's master GIS database on ArcGIS Online.

Task 4 – GIS Field Maps / Application Development

The City has requested multiple Field Mapping Applications that the DPW will use to better manage and keep track of their daily workflows. All Field Applications will be built on the City's ArcGIS Online Platform and will include the following.

Apps:

- ▼ Internal Utility Viewer (Web App and Field Map Viewer)
- ▼ Develop new Workforce Work Order Tracking System
 - Web Mapping Application / Field Map / Dashboard
- ▼ Hydrant Flushing Field Map / Dashboard
- ▼ Valve Exercising Field Map / Dashboard
- ▼ Water System Maintenance Field Map / Dashboard
 - Included Tools
 - Leak Detection – Editable
 - Water Main Breaks – Editable

Deliverables

- ▼ Field Mapping Applications for data collection and Reference Guides for each application will be provided.
- ▼ Web Dashboards for each maintenance/management Field Mapping Application.



Task 5 – Eos GPS Configuration and Training / Support

The City is looking to purchase 1 – Eos Arrow Gold GNSS /GPS Systems to deploy along with their ArcGIS Online system. OHM will assist in the process to configure, maintain, and manage usage of the Eos systems.

Deliverables

- ▼ GPS and GIS Application On-site training (8 hours), GPS Equipment Support (8 hours)
- ▼ GPS Quick Reference Guide specific to equipment and GPS Configuration (8 hours)

Schedule

The following table outlines the task deadlines for this project.

TASK	TASK Milestone Dates
Task 1 – City and OHM Meetings	June 2022 (kick-off)
Task 2 – Water System Field Data Collection	June – October 2022
Task 3 – GIS Topology / Attribution Updates	September – November 2022
Task 4 – Field Maps / Application Development	September – November 2022
Task 5 – Eos GPS Configuration and Training	September - October 2022

Potential schedule related items that may impact task durations are as follows:

- ▼ Scheduling of meeting to discuss data collection templates & GIS Applications.
- ▼ Purchase of ArcGIS Online Account.
- ▼ Acquisition of new GPS equipment.
- ▼ GPS Training schedule may be impacted by inclement weather.

We are prepared to commence work on this project by March 14, 2022, upon receipt of your written authorization to proceed.

Compensation

OHM Advisors will provide the above-outlined professional services in accordance with the following fee schedule. Our professional services will be performed on an hourly basis, not to exceed \$240,000.00

Task	Cost
Water System GIS Development	
Task 1 – City & OHM Meetings	\$2,500.00
Task 2 – Field Data Collection	\$190,000.00*
Task 3 – GIS Topology / Attribution Updates	
Task 4 – Application Development	\$45,000.00
Task 5 – Eos GPS Configuration and Training	\$2,500.00
Total	\$240,000.00



Notes:

1. *The City will be billed on a unit price basis at \$20.00 per structure up to 9,500 structures.
2. Fees were determined based on the noted assumptions. OHM Advisors proposes to confirm these assumptions with the City prior to commencing services.
3. The cost associated with each task assumes authorization and execution of all the tasks (Tasks 1-5).
4. Budget estimate shall serve as a maximum. Any requested work beyond this fee must be approved by the City prior to proceeding.

Clarifications and Assumptions

Our Proposal was prepared based on the following assumptions:

- ▼ The City will purchase the GPS equipment & the recommended Esri ArcGIS Online licensing that is agreed upon.
- ▼ OHM will assist the city in purchasing and configuring the ArcGIS Online Account.
- ▼ If additional labor effort or change in schedule is required beyond described herein, OHM Advisors will negotiate an amendment with the City. OHM Advisors will not proceed with additional services without written authorization to proceed from the City.
- ▼ Meetings shall be conducted in accordance with the Scope of Services as described herein. Additional meetings or service, not described within our Scope of Services, shall be considered additional services.

Client Responsibilities

- ▼ The City will provide a single point of contact to OHM Advisors who is knowledgeable about the project needs and desired outcomes.
- ▼ The City will provide the following, if available, to assist us with the project: full access to all Esri Licensing and access to all existing Utility databases.

Authorization and Acceptance

If this proposal is acceptable to you, your signature on this letter with a copy returned to me will serve as our authorization to proceed.

Thank you for giving us the opportunity to be of service. We look forward to working with you on this project. If you have any questions or comments, please contact me at Jake.Murawski@ohm-advisors.com or 734-466-4554.

Sincerely,
OHM Advisors

Acceptance
City of Oak Park

Jacob E Murawski

Jacob Murawski
Project Manager - GIS
Date: 5/5/2022

David DeCoster
Director of Public Works
Date:

cc: Jim Stevens, PE, Principal, OHM Advisors; Michael Cousins, GISP, Practice Leader, OHM Advisors



BUSINESS OF THE CITY COUNCIL, OAK PARK, MICHIGAN

AGENDA OF: June 6, 2022

AGENDA #

SUBJECT: Tax Foreclosure RFQ Recommendations

DEPARTMENT: Economic Development & Communications

SUMMARY: The City has conducted the tax foreclosure process for four years with the last time it was conducted in 2019 due to the COVID 19 pandemic the County has not done any foreclosures since. This process has contributed to raise property values and bring more homeowner occupants into the City. Over the past few years we have selected two companies to work with in this process.

We did a formal RFQ process again this year and have selected FPJ Investments, LLC as the developer for this year's tax foreclosures.

While we have not yet received the list of foreclosures we anticipate 6-7 homes this year. It is the recommendation from the review committee to recommend that City Council to select FPJ Investment for the 2022 tax foreclosure process.

FINANCIAL STATEMENT: Properties will close simultaneously so the City is only without the funds for a short time.

RECOMMENDED ACTION: Approve the recommendation to select FPJ Investment, LLC as the selected bidder.

APPROVALS:

City Manager: _____

Director: _____ KM _____

Finance Director: _____

Budgeted ☐

EXHIBITS: Bid

CITY OF OAK PARK, MICHIGAN
PROPOSAL FOR 2022 TAX FORECLOSURE RFQ

Attn: Kimberly Marrone
Economic Development and Communications
Director

FPJ Investments, LLC
James Budziak TITLE: Member
17401 Mack Ave., Detroit, MI 48224
OFFICE 313-544-6826 FAX 313-881-4257
EMAIL: jim@fpjinvestments.com
April 7th, 2022

PART ONE CRITERIA

CONSTRUCTION EXPERIENCE and CAPACITY EXPERIENCE (PART TWO CRITERIA)

The wave of foreclosures (both tax and mortgage) have depressed home values and lowered the tax base in many area communities. Investors have been buying up many of these properties and converting them into rental homes without completing any significant improvements. I recognized this challenge and came up with two unique approaches to help communities manage the problem. Implementation of my approaches has allowed me to acquire and renovate properties in 87 different communities spanning 9 counties.

The first approach involved forming a partnership with Southwest Housing Solutions to acquire bank owned properties, renovate them, and sell them to owner occupants. Southwest had access to bank owned properties and was looking for an experienced partner in managing, rehabilitating and marketing them. Through our Joint Ventures with Southwest Housing Solutions over the past 8+ years we have acquired 650+ properties throughout the tri-county area. We then set the scope of work, completed the rehabilitation and handled the marketing of these properties. Our average renovation cost was \$40,000+. Our work has increased property values and brought life back into homes that were in poor condition. Many of these properties bring challenges with them that a typical homeowner or investor would not have the knowledge to properly address. Our experience with problems such as water damage, mold, and structural deficiencies has allowed us to transform these properties into beautiful homes again. In short, our partnership has enabled communities to avoid the negative effects of bank owned sales in favor of fully renovated top-of-market home ownership sales.

The second approach involved working directly with cities and the Wayne County Land Bank to acquire the tax foreclosed homes in their communities. We have accomplished this by assisting cities in exercising their Right of First Refusal ("ROFR") to purchase the properties before they go to the County Tax Sale. With this approach we have purchased, renovated and sold to owner occupants over 370 homes in the past 8+ years. Through a signed development agreement, we commit to make an average minimum investment in the properties and market them to owner occupants. We perform significant interior and exterior renovations (averaging \$40,000+) on each property and sell them on the MLS at market value. This investment helps to not only increase the value of the properties we sell, but also increases the neighborhood values by providing good comparables for other sales in the area. By working with us, cities and the WCLB have been able to take control of the tax sale properties in their communities. Using this approach, we are currently working with the following Cities/Townships/Land Banks: City of Oak Park / Dearborn Heights/ City of Centerline / City of Port Huron / Redford Township / City of Wayne /City of Ecorse/ Detroit Land Bank. We have been in these communities for years. By working together, we have had a positive impact on property values.

Our goal at FPJ Investments is to always provide a quality product to our homebuyers and to stand behind our work. We want our clients to have a great experience and enjoy their home for years to come. Our mission extends to working to increase property values and stabilizing neighborhoods. We measure our success by the happy home owners who really enjoy having a safe, renovated home as well as in the satisfaction expressed by the municipalities where homes are back producing tax revenue and providing good comparables for local sales.

We have well established relationships with 40+ contractors to help insure that properties are renovated with quality and in a timely manner. All work is completed by licensed & insured contractors who pull permits & obtain C of O's. Permits are prominently displayed so neighbors have the comfort of knowing that the renovations are being performed properly. Our experience allows us to have a system in place for landscape maintenance, cleanups, snow removal, and the maintenance that is required on single family homes. With our established team and our experience, we are confident that our existing strategies will continue to be successful.

We plan to continue to use Bongero Construction to take the lead on our renovations. They are a licensed builder with the State of Michigan and also Lead Certified. In addition, I (James Budziak) am a licensed builder (see attached License) with the State of Michigan and also the Qualifying Officer of FPJ Investments LLC for our builder's license.

With our extensive experience renovating tax sale properties we rarely experience surprises. When we do, we can quickly find solutions and work through the problems. We rely on our own experience as well as the expertise of our contractors to keep the projects on schedule.

MINIMUM INVESTMENT

We are committed to a minimum investment of \$35,000.00 per property. Although based on our experience in Oak Park I would expect our investment in any one property to be not less than \$45,000.00 (see attached table in Capacity Experience section in Part Two).

AVERAGE INVESTMENT

We are committed to an average investment per property of \$50,000.00 or more. Based on our experience in Oak Park (see attached table in Capacity Experience section in Part Two) we would expect our average per property costs to be in the \$60,000.00 range. As part of our investment we would agree to pay any outstanding water, property taxes, assessments, and city code violations.

ADMINISTRATIVE FEE

The administrative fee of \$7000.00 per property is acceptable to us.

FINANCIAL STABILITY

FPJ Investments will either self-fund the project (bank statement attached) or use our Line of Credit with Corevest LLC (attached).

OCCUPANT TYPE

We have unique experience when it comes to selling properties to owner occupants. Working with many cities and the Neighborhood Community Stabilization Trust we have renovated and sold hundreds of properties to owner occupants. All homes acquired through the program in Oak Park will be sold to owner occupants.

VACANT LOT

We would agree to build a new construction home on any vacant lots. I have been a licensed builder since 1996 and have extensive new construction experience. We built 8 new homes from 2016 through 2019 in Oak Park and are committed to doing so again if given the opportunity. We are currently building 16 Townhouses in Detroit, which allows us to be prepared for any new construction opportunities in Oak Park.

PART TWO CRITERIA

CAPACITY EXPERIENCE:

It has been a pleasure working with the City of Oak Park since 2015. The support we have received from the various City departments has been remarkable. From 2015 through 2019 we purchased, renovated and sold 42 homes to owner occupants. In addition to the renovations of the existing homes we have also built 8 new homes. The significant renovations completed on these properties have led to some very favorable sales prices. All home sales have been completed using the MLS which allows both realtors and prospective buyers equal access to any properties in which they have interest. The MLS also allows access for appraisers. They can use these sales as comps for other home sales in the city. All of these systems help to increase property values for the entire City of Oak Park.

We acquired 3 existing homes in Oak Park in 2019 as part of the tax sale program. All three have been renovated and sold to owner occupants. The average renovation cost over the three homes was \$62,352.08. This far exceeds our contractual requirement of a \$50,000.00 average cost of renovation per home. The lowest renovation cost on any one home was over \$60,000.00, far exceeding the minimum requirement of \$35,000.00. In addition, two new construction homes have been built and sold. Our track record clearly shows that we consistently and significantly exceed the minimum requirements when completing the renovations.

Here is an update on the houses we acquired in 2019 from the City of Oak Park.

<u>ADDRESS</u>	<u>STREET</u>	<u>CITY</u>	<u>PROPERTY STATUS</u>	<u>RENOVATION COSTS TO DATE</u>	<u>ASSESSED VALUE</u>	<u>SALE PRICE</u>
21871	PARKLAWN	OAK PARK	SOLD	\$ 61,603.48	\$ 47,900.00	\$ 192,000.00
10660	CORNING ST	OAK PARK	SOLD	\$ 62,691.40	\$ 15,800.00	\$ 79,900.00
22181	KENOSHA	OAK PARK	SOLD	\$ 62,761.35	\$33,900.00	\$ 169,900.00
22036	RIDGEDALE	OAK PARK	NEW HOUSE - SOLD	\$ 245,717.95	Before New House \$6,400.00/ After \$111,100.00	\$254,900.00
8711	ALBANY	OAK PARK	NEW HOUSE - SOLD	\$ 219,804.57	Before New House \$5,100.00/ After \$123,300.00	\$274,000.00

QUALITY OF WORK

We are familiar with the Housing Quality Standards and the Michigan Residential Code and plan to exceed these requirements. We frequently have the building department do a pre-construction walk through so that we can make sure our contractors are aware of all the issues the building department wants addressed. We plan on continuing this practice if selected as one of the developers this year. Also, as part of this process, all municipally required pre-sale inspections are ordered and completed. We are a local company and are easy to communicate with to address any issues.

We keep a close eye on quality control in two ways. The first is to walk the properties numerous times during the construction process and give final approval to the contractor once completed. The second is by working with experienced agents that know our system and what we expect. The agent that lists the property will walk it and because of their experience with renovated properties they will bring any issues that need to be addressed to our immediate attention. Any issues will then be quickly rectified.

Please see attached photos for examples of our quality of work.

TYPICAL SCOPE OF WORK

Refinish hard wood floors or install new carpet
Replace roof if needed
Replace windows if needed
Update electrical and plumbing as needed
Replace furnace if needed or clean and inspect if age is current
Replace or Repair gutters and down spouts
Repair or replace drive and walkways if necessary
Replace all light fixtures and switches with energy efficient models
Replace or re-glaze bathtubs
Paint throughout interior and basement
Paint exterior and tuck point where necessary
New kitchen cabinets and granite counter tops with backsplash
New bathroom vanities
Replace kitchen and bathroom flooring
Clean up landscape and plant new vegetation and trim existing plants

MATERIALS USED

While we are remodeling homes, we like to make improvements keeping their environmental impact in mind. With the large volume of properties that we renovate, we have been able to negotiate volume discounts. We are thereby able to provide higher quality products in our homes that can include new high efficiency furnaces, energy star appliances (including microwave, dishwasher, refrigerator and stove), new vinyl windows, new roofs, new storm doors, energy star rated hot water tanks and insulation upgrades.

SALES

The experienced agents we work with are also members of the National Association of Realtors and local associations. They have significant experience selling renovated tax sale properties ensuring top dollar for our homes while increasing the taxable values. They also have relationships with numerous loan officers and can refer clients when needed. The loan officers can help find down payment assistance when necessary. The properties are listed on the MLS which gives fair access to all prospective buyers.

As previously mentioned in the Capacity Experience section we have renovated and sold 42 properties in Oak Park to owner occupants since 2015. With various other partnerships we have also recently renovated and sold to owner occupants additional homes in Oakland County which gives us additional experience in this local market. These were all listed on the MLS and sold at market value.

Furthermore, we have a relationship with Visionary Title Agency which ensures quick and efficient title searches. They provide us with the information we need to supply a clean title to our buyers. All buyers receive a warranty deed and title insurance.

COMMUNITY SUPPORT

I am very grateful for the opportunity I have been given to work with the City of Oak Park. Under the leadership of Mayor McClellan, City Council, the Building Department and with the strong support of Kim Marrone, I feel we have built a relationship that can continue to serve the City of Oak Park. We are eager to get back to work in the city after weathering the storm of these last few years. I am highly committed to continuing my hard work as well as my support of various community organizations as we work together to make the city an even better place. I truly believe in giving back to the communities in which I am fortunate enough to work.

Over the last four years, we have contributed \$45,000 to various charitable causes in the City of Oak Park. The donations included \$20,000 for downtown street improvements in 2021, \$10,000 for Summer Blast in 2019, \$10,000 for façade improvement in 2018, and \$5,000 for Summer Fest in 2018.

This year, we are planning to contribute \$20,000 to a variety of programs in the city, including the 2022 Summer Blast.

Again, thank you for the opportunity to work in such a great community with great people.

TIMELINE

Week one- after gaining possession of the property

All homes are re-keyed and secured within one week of our property acquisition

Landscape and exterior cleanups are completed within one week of acquiring the property, so neighbors can see an immediate impact

Tarp roof, if necessary, to protect the property within one week

Complete initial property evaluation to determine if any risks are present

Week two-three

Order dumpsters

Clean out houses and garages

Tarp roofs if needed

Take interior and exterior photos

Order any required inspections

Set the scope of work for each home and get them approved

Week four-five

Assign contractors to jobs

Pull all necessary permits

Order new roofs and windows that will be needed

Week five-six

Renovations are started

Week six-fourteen

Renovations are being completed

Week fourteen-sixteen

Order final inspections and obtain C of O's

Landscaping completed

List home on the MLS, place yard sign and hold open houses

CITY OF OAK PARK

Tax Foreclosure RFQ Submittal

14000 Oak Park Blvd., Oak Park, MI 48237

Request for Quotes Tax Foreclosure 2022 RFQ Released: 02/24/22 Deadline for Questions: 4pm on 03/24/22
Deadline for Quotes: 4pm on 04/07/22 Economic Development and Communications Department 14300 Oak Park
Blvd Oak Park, MI 48237

DATE ISSUED: February 24, 2022

DATE DUE: April 7, 2022, 4:00PM (LOCAL TIME)
Bid will be opened publicly at this time at,

CITY OF Oak Park
ATTN: Ed Norris, CITY CLERK
14000 Oak Park Blvd.
Oak Park, MICHIGAN, 48237

Evaluation and Scoring

Qualifications of proposed bidders will be determined by the evaluation committee's assessment of technical qualifications contained in the sealed bid. A maximum score of 100 could be awarded with a minimum score of 75 needed to qualify.

<u>Part One Criteria</u>	<u>Points</u>	<u>Description</u>
<u>All must be met to be considered for Part two</u>		
Qualifications of Firm	5	Demonstrated experience
Minimum Investment	5	Committed minimum amount invested per property of \$35,000
Average Investment	5	Commitment to an average investment per property of \$50,000
Administrative Fee	5	Fee to cover City administrative costs per property of \$7,000
Financial Stability	5	Evidence of financial stability that cash reserves and/or guarantee of financing a minimum of seven homes
Occupant Type	5	Must commit that all homes be sold to homeowner occupants
Vacant Lot	5	Build new home on vacant lot

Part Two

<u>Part Two Criteria</u>	<u>Points</u>	<u>Description</u>
Capacity Experience	5	Demonstrated experience in working with a similar amount/capacity of home in a certain timeframe
Quality of work	5	Evidence of quality of past home construction work (before/after pictures)
Materials Used	5	The use of sustainable, energy efficient materials and design
Sales	5	Evidence of comparable sales of similar homes at fair market value in the surrounding geographic area (past projects)
Community Support	5	Evidence of past support for the community and/or commitment to future support for the community
Timeline	5	Timeline of project from beginning to completion

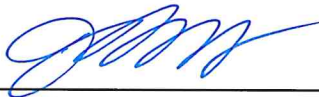
CERTIFICATION FORM NOTE

THIS PAGE MUST BE COMPLETED AND INCLUDED WITH THE SUBMITTAL CERTIFICATION

The undersigned hereby certifies, on behalf of the Respondent named in this Certification (the "Respondent"), that the information provided in this RFQ submittal to the CITY OF OAK PARK is accurate and complete, and I am duly authorized to submit same. I hereby certify that the Respondent has reviewed this RFQ in its entirety and accepts its terms and conditions.

FPI INVESTMENTS LLC

(Name of Respondent)



(Signature of Authorized Representative)

JAMES BUDZIAK

(Typed Name of Authorized Representative)

MEMBER

(Title)

4.7.22

(Date)

Respondent Name: JAMES BUDZIAK

Company Name: FPJ INVESTMENTS LLC

Date of submission: 4.7.22

<u>Criteria</u>	<u>Bid Detail</u>	<u>Supporting Documentation</u>
Qualifications of firm		
Minimum investment		
Average investment		
Administrative fee		
Financial stability		
Occupant type		
Vacant lot		
Capacity experience		
Quality of work		
Materials used		
Sales		
Community support		
Timeline		

APPENDIX A – Reference list (if available)

Reference 1

Company/Municipality: REDFORD TOWNSHIP
Contact Person: MIKE DENNIS Title: COMMUNITY DEVELOPMENT DIRECTOR
Address: 15145 BEECH DALY
City: REDFORD TWP. State: MI Zip: 48239 Telephone: 313-387-2765
Email: _____
Type of Project(s): SNAP II PROGRAM
DEVELOPMENT OF TAX SALE PROPERTIES

Reference 2

Company/Municipality: CITY OF CENTERLINE
Contact Person: DENNIS CHAMPINE Title: CITY MANAGER
Address: 7070 E 10 MILE RD.
City: CENTERLINE State: MI Zip: 48015 Telephone: 586-757-6800
Email: _____
Type of Project(s): RENOVATION OF TAX SALE PROPERTIES

Reference 3

Company/Municipality: CITY OF WAYNE
Contact Person: LORI GOVIN Title: DIRECTOR OF COMMUNITY DEVELOPMENT
Address: 3355 S. WAYNE RD.
City: WAYNE State: MI Zip: 48184 Telephone: 734-722-2000
Email: _____

Type of Project(s): RENOVATION OF TAX SALE PROPERTIES

GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF PROFESSIONAL LICENSING

N840976

RESIDENTIAL BUILDER COMPANY
LICENSE

- Q. O. - JAMES EDWARD BUDZIAK

INDV#:2101136201

FPJ INVESTMENTS LLC
17401 MACK AVE
DETROIT MI 48224

LICENSE NO.
2102221376

EXPIRATION DATE
05/31/2022

AUDIT NO
3406715

THIS DOCUMENT IS DULY ISSUED
UNDER THE LAWS OF THE STATE
OF MICHIGAN

GRETCHEN WHITMER
Governor

Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
Individual Builder License

P830806

JAMES BUDZIAK
1214 AUDUBON

GROSSE POINTE PARK, MI 48230

MUST BE DISPLAYED IN A CONSPICUOUS PLACE

License No.
2101136201

Expiration Date:
05/31/2024

This document is duly issued
under the laws of the State of
Michigan



Flagstar Treasury Access

Welcome, Kate Budziak

DASHBOARD

ACCOUNTS

PAYMENTS

CHECK SERVICES

REPORTS

ADMINISTRATION

QUICK LINKS

ACCOUNT ACTIVITY

Use this page to view your account activity, including pending and processed transactions.

Export | Print | Help

BALANCE SUMMARY - AS OF 04/06/2022 14:05

Account	136690478 - JSR Funding
Account ID	JSR Funding
Nickname	
Available Balance	\$ 853,446.50 As Of 04/06/2022 14:05
Current Balance	\$ 853,446.50 As Of 04/06/2022 14:05

ACCOUNT - JSR FUNDING - AS OF 04/06/2022 14:05

Disclaimer

Scheduled transactions do not include bill pay transactions or third party originated debits or credits.



4 Park Plaza, Suite 900, Irvine, CA 92614

January 25, 2022

Re: Certified Proof of Funds

This letter is to certify the below referenced borrower has been approved for financing under the following conditions:

Certification Date: **January 12, 2022**

Loan Number: **38542**

Borrower: **FPJ PROPERTIES, LLC, a Michigan limited liability company,**

Line of Credit: **\$5,000,000**

Available Balance: **\$5,000,000**

Loan to Value (LTV): **75%**

Loan to Cost (LTC): **80%**

*subject to the lesser of the Purchase price or BPO

Loan Type: **Line of Credit/ Revolving**

Please note all documentation has been verified for loan approval. This certification is non-applicable for Ten-X assets. This letter is only to verify the above line of credit and is not to be used for any other purpose. The amount represented above is subject to account availability and lender reserves the right to refuse all unapproved transactions as outlined in borrower's loan agreement. A security instrument must be signed at closing. All amounts represented above are subject to additional lender approval or verification. If you have any questions regarding the information provided in this letter please contact me directly.

Thank you,

Jessica Lievanos | Closing Manager
Office: 949.288.7082 | Mobile: 714.417.6413
4 Park Plaza, Suite 900, Irvine, CA 92614

**CITY OF OAK PARK
2022 TAX FORECLOSURE RFQ
QUALITY OF WORK SUPPORTING PHOTOS
FPJ INVESTMENTS, LLC
4/8/2022**

Presented by
Jim Budziak
FPJ Investments LLC

10660 Corning, Oak Park

- Before



- After



10660 Corning, Oak Park

- Before



- After



10660 Corning, Oak Park

- Before



- After



10660 Corning, Oak Park

- Before



- After



10660 Corning, Oak Park

- Before



- After



10660 Corning, Oak Park

- Before



- After



10660 Corning, Oak Park

- Before



- After



21871 Parklawn, Oak Park

- Before



- After



21871 Parklawn, Oak Park

- Before

- After



13311 Oak Park Blvd.

- Before
- After New Driveway



13311 Oak Park Blvd.

- Before



- After New Siding



22036 Ridgedale Oak Park New Construction



22036 Ridgedale Oak Park New Construction



22036 Ridgedale Oak Park New Construction



22036 Ridgedale Oak Park New Construction



8711 Albany, Oak Park New Construction





CITY OF OAK PARK

COMMUNICATIONS AND PUBLIC INFORMATION

Courtney Flynn, Director

15K
Mayor
Marian McClellan
Mayor Pro Tem
Julie Edgar
Council Members
Solomon Radner
Carolyn Burns
Shaun Whitehead
City Manager
Erik Tungate

Meeting of the Oak Park City Council City Manager's Report June 7, 2022

COMMUNITY ANNOUNCEMENTS

Parks and Recreation

- **Theatre Trips:**
 - June Meadowbrook lunch & theatre trip, A Walk With Patsy Cline is sold out.
 - Ain't Too Proud: The Life and times of the Temptations. This event is for Aug. 14 but tickets are selling fast; call the recreation office to secure your seat.
- **Lunch Trips:** June 22 to Three Cats Café, with several boutique shopping stops occurring afterwards. Deadline to register is June 16 or until sold out.
- **Summer Blast:** June 17-19 on the Community Center grounds. You can visit the Oak Park website to scan the QR code to purchase the \$20 wrist band that allows you to ride all day. Food concessions, mini-pub, music, and fun for all!
 - Volunteers are still needed for several positions over the three days period. Please call the Recreation office at 248-691-2357 if interested in volunteering. Positions include: Summer Blast Ambassador, Mini-Pub ID & wrist band check, and more.
 - Juneteenth: June 19 at the Summer Blast Stage and in Dave Shepherd Park
 - Walk a Mile in My Shoes: 9:45-11 am
 - Health Fair: 11 am- 3 pm
 - Wayne Health Mobile Unit
 - More care services
 - Juneteenth Jubilee Celebration: 12:30-1:30 pm at the Summer Blast stage with entertainment, recognition of scholarship winners, local fathers and grandfathers, and comments from elected officials.

- **Fourth of July:** The Fourth of July event will be back in full force with Mayor's 5k Fun Run/Walk, the parade and FunFest.
 - Mayor's 5K Run/Walk will start at 8 am. Advance registration is \$20/ day of \$25;
 - The parade will start at 11 am and conclude at approximately noon at Shelter 1.
 - FunFest runs from 11am- 3pm.
 - Volunteers are needed for a safe and fun event. Please call 248-691-7555
- **Adult Co-ed Kickball:** Currently registering teams for a Friday night league that starts June 10.
 - Ages 18+; \$350 + \$50 Refundable Team Forfeit Fee Location: David Shepherd Park; call the Rec Office for more information (248) 691-7555.
- **Fall Soccer:** Saturdays and some week nights, Aug. 27 to Oct. 29; this is a co-ed soccer league.
 - Divisions are U4, U6, U8 and U10. Call the Rec Office for more information (248) 691-7555.
- **Pool:** Opens June 11
 - Female and Male only swim times available
 - Swim lessons, water aerobics and Female only water aerobics are available.
 - Call for swim times and more information
- **Summer Camp:** Currently enrolling on a first come first served basis.
 - Before and aftercare is available for participants
 - Summer Camp weeks: June 13 - 17, June 20 - 24 and June 27 - July 1, and then continues through Aug. 5
 - Tot Lot Day Camp (Age 5-6) | Summer Day Camp (Ages 7-12)
 - Call the Rec Office for fees and more information (248) 691-7555.

Library:

- **Summer Reading:** June 12 – Aug. 12, the library has a fun summer reading program for all ages with fun prizes for everyone. Sponsored by the Friends of the Library.
- **Friends of the Library Book Sale:** June 23 - 28.
- **World Music Concert:** July 10 at 3 pm featuring Oak Park native, Sean Blackman. This is sponsored by the Michigan Humanities Council and National Endowment for Arts.
- Free tutoring for K-12 is continuing over the summer. Please sign up by calling 248-642-1150 x131

Department of Public Works

- **Haul Your Own Junk Away Days:** June 10-12
- **Electronic Recycling & Paper Shredding Event:** June 12
- **Flower Exchange:** June 26 at the Community Center
- **One Day Trash Delay (Fourth of July):** July 7, 8

State of the City and Nine Mile Linear Park Kickoff: June 28 on the Linear Park, with speeches in the pocket park

- 4:30 pm: Kickoff
- 6 pm: Speeches