



AGENDA
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
MAY 5, 2025
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 approval without discussion, as a single agenda item. Should any 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 for April 21, 2025.
- B. Parks and Recreation Meeting Minutes for February 19, 2025 and March 19, 2025
- C. Request to Schedule a Public Hearing on the FY 2025-2026 Annual Budget for Monday, May 19, 2025 at 7:00 PM
- D. Payment request from Frank Rewold & Sons for Construction Management Services for the total amount of \$13,000.00.
- E. Approval of Pay Application No. 3 (Final) in the amount of \$1,000.00 to Michigan Joint Sealing, Inc of Farmington Hills, MI for the 2024 Joint and Crack Sealing Project, M-765.
- F. Approval of Pay Application No. 3 (Final) in the amount of \$1,000.00 to Michigan Joint Sealing, Inc of Farmington Hills, MI for the 2023 Joint and Crack Sealing Project, M-751.
- G. Payment of invoices from OHM Advisors for Engineering Consulting Services for the total amount of \$1,993.75.
- H. Approval of Pay Application No. 2 for the 2024-2025 Miscellaneous Concrete Project, M-773 to Mattioli Cement Company of Fenton, MI, in the amount of \$108,364.18.
- I. Approval of Pay Application No. 4 and Change Order No. 3 in the amounts of \$14,969.58 and (\$55,835.29) respectively, to Taplin Group, LLC of Kalamazoo, MI for the 2024 Sewer & Catch Basin Cleaning & TV Inspection Project, M-774.

- J. Approval of Pay Application No. 7 (Final) for the 2023-2024 Miscellaneous Concrete Project, M-754 to Mattioli Cement Company of Fenton, MI, in the amount of \$10,000.00.
- K. Approval of Pay Application No. 1 to DVM Utilities of Sterling Heights, MI for the 2025 Sewer Lining Project, M-777 in the amount of \$171,311.60.
- L. Request to approve Payment Application No. 4 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenosha, WI in the amount of \$3,275.00
- M. Swimming Pool Use Agreement between the City of Oak Park and the City of Southfield
- N. New and Renewal Licenses for May 5, 2025

6. RECOGNITION OF VISITING ELECTED OFFICIALS

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Oakland County/MSUFCU Grant Check Presentation

8. BIDS

- A. Award bids for the 2025 Event Hub Project in the total amount of \$2,372,337.00.

9. ORDINANCES

- A. First reading of proposed text amendments to the City of Oak Park Zoning Ordinance in the following sections: Article 1, Division 2; Article 2, Division 2; Article 2, Division 3; Article 2, Division 4; Article 3, Division 1; Article 3, Division 2; Article 4, Division 1; Article 4, Division 2; Article 4, Division 3; Article 4, Division 4; Article 5, Division 1; Article 5, Division 2; Article 5, Division 3; Article 5, Division 4; Article 5, Division 5; Article 6, Division 1.

10. CITY MANAGER

- A. Municipal Services

- 1. Approval of proposed Change Order No. 1 in the amount of \$16,459.50 by Luigi Ferdinandi & Son Cement Co. of Roseville, MI for the 2025 Catch Basin Line Replacement Project, M-779.

- B. Finance/Assessing

- 1. Request to receive and approve exception recommendations regarding Special Assessment Districts

- C. Elevate Oak Park

11. 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.

12. CALL TO THE COUNCIL

13. 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.



**MINUTES
REGULAR CITY COUNCIL MEETING
40TH CITY COUNCIL
OAK PARK, MICHIGAN
APRIL 21, 2025
7:00 PM**

1. CALL TO ORDER

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.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

PRESENT: Mayor McClellan, Council Member Edgar, Council Member Radner, Council Member Whitehead, Council Member Crawford

ABSENT: None

OTHERS

PRESENT: City Manager Tungate, Deputy City Clerk Williams-Elliott, City Attorney Krause

4. APPROVAL OF AGENDA

Motion by Radner, seconded by Whitehead, CARRIED, to approve the agenda as presented.

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

5. CONSENT AGENDA

Motion by Edgar, seconded by Crawford, CARRIED, to approve the consent agenda consisting of the following items:

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

- A. Regular City Council Meeting Minutes for April 7, 2025.
CM-04-119-2025
- B. Special City Council Meeting Minutes for April 7, 2025
CM-04-120-2025
- C. Appointment of representative & alternate to SOCRRA Board.
CM-04-121-2025
- D. Public Safety Activity Summary Report for March 2025
CM-04-122-2025

- E. Approval of Pay Application No. 4 (Final) for the 2024 Sewer Lining Project, M-763 in the amount of \$5,000.00.
CM-04-123-2025
- F. Payment request from Neumann Smith Architecture for Architectural Services on the Event Hub and Municipal Services Move for the total amount of \$36,677.00.
CM-04-124-2025
- G. Request to approve Payment Application No. 2 for the 2024 Camera Replacement Project to Interstate Security, Inc. of Shelby Twp., MI in the amount of \$61,185.00.
CM-04-125-2025
- H. New and Renewal Licenses April 21, 2025
CM-04-126-2025

6. RECOGNITION OF VISITING ELECTED OFFICIALS

There were no elected officials present who wished to speak.

7. SPECIAL RECOGNITION/PRESENTATIONS

- A. Special Retirement Recognition for Deputy Director of Public Works, Scott LeMarbe.

City Manager Tungate presented a plaque recognizing Deputy Director Scott LeMarbe who is retiring from the City of Oak Park this month.

- B. Special Retirement Recognition for Public Safety Officer Thomas Oaks

City Manager Tungate presented a plaque recognizing Public Safety Officer Thomas Oaks, who is retiring from the City of Oak Park this month.

8. ACCOUNTING REPORTS

- A. Approval for payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$14,710.97
CM-04-127-2025

Motion by Radner, seconded by Whitehead, CARRIED, to approve payment of invoices submitted by Garan, Lucow, Miller, PC for legal services in the amount of \$14,710.97.

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

9. CITY MANAGER

- A. Municipal Services
 - 1. Request to reject the bid and re-advertise for bids for the 2025 Eleven Mile Parking Lot Project, M-694.
CM-04-128-2025

Motion by Radner, seconded by Crawford, CARRIED, to reject the bid and re-advertise for bids for the 2025 Eleven Mile Parking Lot Project, M-694.

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

City Engineer Grisamer indicated the request to bid the 2025 Eleven Mile Parking Lot Project, M-694 was approved (CM-01-7-2025) at the January 6, 2025 regular meeting of the Oak Park City Council. The project was advertised and 122 contractors viewed the documents. Bids were opened on April 14, 2025. The only bidder, Major Contracting Group, Inc. submitted a bid of \$3,870,395.00. which is more than \$2,000,000 over the Engineer's estimate. The scope of the project is being reevaluated to rebid the project.

10. CALL TO THE AUDIENCE

Ken Sherman, 23840 Jerome, wished both Scott Lemarbe and Tom Oakes congratulations on their retirements. He also spoke to a semi tractor/trailer parked in the parking lot at the southeast corner of I-696 and Coolidge for several days.

Kenya Spratt, 14531 Pearson, spoke to what he considered a damaged and unsafe tree located at 14520 Pearson.

Sylvia Kravitz, Rosewood, stated the road is in poor condition and would like it repaved. She also spoke of her dislike of the electronic signs located in front of the Ferndale Schools buildings in her neighborhood and would like them removed.

Sandy Klegman, 8862 Woodside, had questions about the 10-Mile service Drive project and a new business that is opening on Coolidge near Lincoln that has paper covering the windows.

11. CALL TO THE COUNCIL

12. ADJOURNMENT

There being no further business to come before the City Council, Mayor McClellan adjourned the meeting at 7:38 PM.

T. Edwin Norris, City Clerk



CITY OF OAK PARK

Department of Recreation

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

Parks and Recreation Commission **REGULAR MEETING MINUTES: FEBRUARY 19, 2025**

- I. Meeting called to order at 6:30 pm By: Juanita Bell, Chairperson
- II. **Introductions: None**
- III. **Members Present:** Juanita Bell, Alexander Simpson, Ajai Tice, Mickey Alderman; Beverly Wiggins, Carly Silverman

Members Absent: Theresa Lorick-Henderson, Carian Taylor, and John Stuyvenberg

Staff member present: Laurie Stasiak, Recreation Director

City Council member present: Julie Edgar

Guests present: None

- IV. **Approval of Agenda:** Alexander Simpson motioned; Mickey Alderman seconded. approved
- V. **Approval of Minutes** from January 15, 2025, meeting: Alexander Simpson motioned; Mickey Alderman seconded. Approved
- VI. **Council comments:** City Council Member Edgar mentioned that Mayor Pro Tem Carolyn Burns resigned her position at the City Council meeting of Jan. 6, 2025, and that Stephanie Crawford was approved for the special appointment to City Council. The Mayor has reassigned Council Members to various Commissions and Mayor Pro Tem, Shaun Whitehead has been assigned to Parks and Recreation to replace Julie Edgar who was assigned to other Commissions.
- VII. **Recreation updates:** Laurie Stasiak:

Winterfest 2025:

Winterfest 2025 was another huge hit! The community came out in force for the winter staples” such a the S’more pits, horse and wagon rides and the ever-popular reindeer pen. Folks were amazed at the ice carver, the craft tables inside were enjoyed by all, and the new “Lego City of Oak Park” captured the attention of participants of all ages! The lines for the face painters never dwindled and having 2 of them this year helped make the lines go faster to accommodate more children. New this year was the sponsor of the

Michigan Panther UFL football league. Pablo the Panther was a huge hit as was the swag that was given away. Hot chocolate, donuts and chili were enjoyed by all.

Thank you to the volunteers that gave their time to the community center side of Winterfest: Alexander Simpson, Julie Edgar, Juanita Bell, Jean Jones and Barbara Butler.

Daddy Daughter Dance:

136 people enjoyed a wonderful evening of dancing, dinner and fun! The couples all had their picture taken, enjoyed dinner and each little girl received a beautiful rose at the end of the evening.

Thanks to Alexander Simpson, Juanita Bell, and Beverly Wiggins for their assistance that night. Also, a big note of thanks goes out to our long-standing volunteer Grace Raddon for working at the registration table, and to Jean Jones and Barbara Butler for arranging the tabletop vases and wrapping each rose individually for the little girls.

Senior Valentine Lunches:

Two separate Valentine lunches were enjoyed by our seniors. One for our Bingo group February 10 and the second on Tuesday February 11. Approximately 52 seniors attended each day.

The menus were identical with Mostaccioli, fried chicken wings, salad, roll butter and a sweet cupcake for dessert.

Tuesday's group had the pleasure of participating in a "Trivia" challenge. They thoroughly enjoyed that interaction.

The Outdoor Adventure Center senior trip scheduled for Thursday February 13 was cancelled due to the snowstorm. We were credited for the following trip in March.

Meadowbrook Theater Trip: The seniors will enjoy a sold-out trip to see "The Angel Next Door". Our Meadowbrook trips are always a "sell out".

WDIV: Go For It date: Local 4 has teamed up with the Detroit Area Agency on Aging and has chosen the Oak Park Community Center for a daylong event where community members from Oak Park and surrounding communities will "Send Some Love".

Participants will be making cards to send to seniors, active military members, and foster children. All senior groups that meet at the center have been informed and they seem very excited to participate.

S'mores N More: S'mores N More is this Sunday, February 23, 1-3pm at Sherman Pocket Park. This pop-up event will host a make and take craft, roasting kosher friendly marshmallows and making s'mores. This event was a huge hit last year, so we are super excited to be able to offer this event once again!

Erin has completed her Market Manager course from Michigan Farmers Market Association and is now a certified Market Manager of the Oak Park Farmers Market. She is one of the 453 certified professionals in Michigan.

Erin and Maralee will be hosting two educational sessions at the Michigan Parks & Recreation Association Conference next month. One session discussing partnerships to enhance farmers market programming and providing access to local produce and education. The second session is about creating impactful recreation experiences to meet diverse community needs. This session will be interactive, asking participants to share impactful experiences so we can all learn from each other.

Based on requests from current participants, Jes is adding an additional session of archery. Starting on Monday, March 10, there will be a 5-week adult class from 3-4pm and a youth class for ages 8-13 from 5-6 pm. This session will end on April 14, 2025.

Youth Basketball is halfway through. We have 4 teams, 2 in the kindergarten-2nd grade division, and one in each of the 3rd-4th grade and 5th-6th grade divisions. We have a total of 49 youths participating. Juliette Williams has been hired to help Jes as a Youth Sports Site Supervisor and is able to be at the games in Ferndale and practices in Oak Park for any questions our participants might have.

Jes has registration open for the Mom to Mom Sale spaces. Sellers can purchase a total of 2 spaces to sell gently used children's and maternity items. As of 2/18 over one third of the seller spaces have been purchased. The sale is on March 22 from 8-1pm. The door fee for buyers is \$3 for the early birds from 8-9am and then \$2 from 9-1pm.

Hiring for seasonal staff has been progressing very well. Jes has over half of all the pool and camp positions filled, including 16 returning pool staff and 6 returning camp staff. We currently only need 1 camp counselor. We are interviewing pool assistant managers (2 needed), pool cashiers (4 needed), lifeguards (10 needed) and fields supervisors (2 needed).

Planning for the pool season is in progress. Jes and the Southfield staff have submitted their annual agreement for approval to both city councils. We will be hosting an opening day event in May and an end of season event in September. Jes is working with DPW staff to organize the pool garage and discarding old items that are no longer needed or usable in order to store the athletic field equipment in the garage for this summer.

Athletic field usage and rentals are set through the summer season with Come Play Detroit, Stay and Play Social Club, and South Oakland County Soccer. Jes is working with the High School to provide field space for the Oak Park High School baseball team as well.

VIII. Old Business

Dog Park:

Current numbers for the park:

50 dogs, 41 humans

Oak Park: 30

Huntington Woods: 6

Ferndale: 4

Southfield: 1

The dog park committee is planning a doggy play date called "Sunday Social." Sunday Social is a casual playdate for pups and their humans to connect with other dog park members, or future dog park members. This is a free event where attendees must pre-register and provide all necessary records to enter the park. This activity is Sunday, March 16, 12-2pm. There is currently 1 participant registered.

Save the date! This year's second annual Dog Day Afternoon is Sunday, July 20, 12-3pm.

Fence Damage approximately \$8,000 to get repaired

Friends of Parks and Recreation: Julie Edgar - still working on membership

IX. New business:

Appointment of new officers continued:

Beverly Wiggins nominated Ajai Tice as secretary. Commissioners unanimously approved.

X. Old Business:

Juanita Bell suggested that the Parks and Recreation Commission enter a vehicle in the Fourth of July as other commissions do/have. The idea was unanimously supported.

Carly Silverman might have a truck that we could use for the parade

Signage provided by the Recreation Department

Beverly Wiggins will pay for sponsoring.

X. Meeting adjourned at 7:16 pm

Motion by: Ajai Tice, Seconded: Beverly Wiggins

Motion passed

Respectfully submitted,

Beverly Wiggins



CITY OF OAK PARK

RECREATION DEPARTMENT

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

CITY OF OAK PARK

PARKS AND RECREATION COMMISSION

REGULAR MEETING: March 19, 2025

I. Meeting called to order by at: 6:30 pm By: Juanita Bell, Chair

II. Introductions:

Members Present: Juanita Bell, Beverly Wiggins, Ajai Tice, Mickey Alderman, John Stuyvenberg, Carly Silverman, Carian Taylor, Theresa Lorick – Henderson

Members Absent: Alexander Simpson

City Council Members Present: Mayor Pro Tem Shaun Whitehead

Staff Members Present: Laurie Stasiak, Recreation Director

Guests Present: Adam Owczarzak, Deputy City Manager of Community Services

III. Approval of Agenda for March 19, 2025

Motion: Juanita Bell

Seconded: Beverly Wiggins

Approved: X

IV. Approval of Minutes of Parks and Recreation Commission Meeting of February 19, 2025

Motioned by: Ajai Tice

Seconded by: Carly Silverman

Approved: X

V. Council Comments

Introductory: Mayor Pro Tem Shaun Whitehead

VI. Recreation Updates:

MParks Conference:

The Oak Park Recreation Department received the Innovative Programming Award for the Power of Produce program that is run at the farmers market. The award was accepted by Maralee and Erin.

Presentations at MParks Conference.

Maralee and Erin presented two different sessions at the MParks conference.

Leveraging Partnerships to Enhance Farmers Market Programming:

Discussion on how the partnerships were developed over a period of time for the Oak Park Farmers Market, to provide access to fresh local produce, education and a safe place for socialization that have also allowed a variety of long-standing healthy initiative-based programs for people of all ages. The attendees were very engaged with the dialog.

One Day Wonders: Creating Impactful Recreation Experiences.

This session was designed to be interactive between the attendees themselves. The room was at capacity as Maralee and Erin led off with several of the one day events that we hold here in Oak Park, and then we turned it over to the audience for their participation. The tea brought incentives: rubber ducks! Every attendee that offered up one of their One day Wonder Events received a rubber duck! It was a huge hit and the room was pretty much standing room only.

Senior Classes:

The senior fitness classes continue to grow. Leading the pack is our Gentle Chair Yoga and Stretch classes. These classes started out with 5-6 people and now boast 18-22 per class.

Senior Trips/Activities:

Our theater trips continue to sell out at a rapid pace. Trips to Detroit's Outdoor Adventure Center are also high on the attendance list. Plans are already in place for the senior summer picnics, new Juke Box Bingo and more.

Community Quilt:

The "Oak Park, Rooted In Community" quilt is well on it's way! Material has been purchased, cut and templates completed for those to color, or design their own square.

This quilt will be kicked off at the May 18," Market Sneak Peek "event, and then continued each farm market day June 26- July 24. This program is designed to be cross generational, interfaith oriented and FUN! More to come as we draw closer to May.

4th of July 2025

Plans are well underway for the 4th of July Funfest. Food court participants have been contacted, concert stage and band secured, Oakland County Inflatables secured. Documents will be sent out to the local community groups for the FunFest showcase to secure their spot the week of March 31.

Grand Marshall- Oak Park Business:

A recommendation for the 4th of July Parade Business Grand Marshall is Curt's Service located at 14611 W. Eleven Mile Road. Curts Service has been in Oak Park since 1981. Over the past several years, they have been a wonderful partner with our Trunk or Treat Event. They have been a financial signature sponsor and have jumped right in with active participation both in making sure the area is clean, and they also are an active participant in providing a Trick or treat station with their own candy as well.

Motion: Beverly Wiggins
Approved: X

Seconded: Mickey Alderman

Grand Marshall – Oak Park Resident**Leslye Harelik-Richie**

Library Board
Friends of the Library
Oak Park Youth Assistance
Oak Park Historical Society (now dissolved)
Library Mural Committee (Ad-Hoc Committee)
Dog Park

Motion: Mickey Alderman
Approved: X

Seconded: Theresa Lorick – Henderson

The third Aim High: Intro to Archery event was held on March 16. Between the Aim High Archery Series and the session classes, Jes has had 65 unique individuals participate in Archery. In the current session, she is able to start teaching intermediate skills to the 3:00 adult class as all the students are returning.

Youth Basketball is wrapping up. The 3rd/4th grade league and the 5th/6th grade league had playoffs on March 15. Unfortunately, neither of our teams advanced to the championship games. The K-2nd grade teams have one last game on this Saturday, March 22.

Youth Soccer is will be starting in April. Registration has closed. Oak Park will have 7 teams in our regular U4-U12 leagues. Through the partnership Jes started with South Oakland County Soccer, Oak Park, Ferndale, Pleasant Ridge, and Hazel Park players who are age 12 and 13 have the opportunity to play on a combined U14 Quad-City league team in a recreational travel league against teams in Southeast Oakland County. This is a great first step for offering youth sports programing for tweens and teens.

Field usage requests have started. As the weather warms up, Oak Park High School Baseball will be using Community Field 2 for their practices. Various soccer and football organizations have also requested space, however due to staffing and losing some fields to construction, we have not been able to accommodate many of the requests.

The Mom to Mom Sale is this weekend, March 22 from 8-1pm. The door fee for buyers is \$3 for the early birds from 8-9am and then \$2 from 9-1pm. We have 30 spaces sold to 24 sellers. Set up for the sellers will include 2 hours on Friday evening and 1.5 hours on Saturday morning prior to the sale.

Hiring for seasonal staff is still ongoing. Jes was able to fill one of the pool assistant manager positions and hire more lifeguards and pool cashiers. We still need 1 pool assistant manager, 4 pool cashiers, 8 lifeguards and 2 fields supervisors.

The pool is tentatively set to be de-winterized the first week of May. This will provide Jes and the maintenance staff time to address any needs prior to opening on Memorial Day Weekend. The pool's first day will be Saturday May 24 from 1-6 pm. Jes is working to have a giveaway to commemorate the first day of the last season. Pool rentals and swim lesson registrations begins May 5, 2025.

Camp information has been made available to the public on our website. We will have 8 full weeks of camp this year along with 2 limited weeks at the end of the summer. Registration for residents begins on April 14 and for nonresidents April 28.

Jes is also planning on 4 more events; the Mother Son Dance in early May, the Independence Day Parade on the 4th of July, the Last Dip event September 6 to send our outdoor pool off with a splash, and a collaborative event with Oakland County Parks and Recreation, Find Your Fit, on September 14.

Dog Park:

Current numbers for the park: 50 dogs, 41 humans

Oak Park: 30

Huntington Woods: 6

Ferndale: 4

Southfield: 1

“Sunday Social” at Oak Park & Bark was postponed until Sunday, April 6.

Save the date! This years second annual Dog Day Afternoon is Sunday, July 20, 12-3pm. This years confirmed vendors so far include:

- Topp Dogg
- MC Kernahan (custom handcrafted pet sterling silver jewelry & custom tags)
- K9 Kardio (Southfield-based mobile exercise treadmill for dogs)
- All American Pet Resort (dog boarding & grooming)
- Jewls Pet Cuisine (Berkley treat company)
- Sweet Paws Creamery (metro-detroit woman owned dog ice cream)
- Coffee & Bark (Berkley based coffee shop & event space)
- No dogs left behind rescue (Berkley local rescue)
- K9 demo with Officer Lawless

S’mores N More: This event took place on Sunday, February 23, from 1-3pm. Unfortunately, this event was not as big of a hit as it was in 2024. Due to Sherman Pocket Park having limited parking, Erin will be moving this event to the Community Center grounds for better visibility, and easier accessibility for attendees.

Oakies Bounce About: New event this summer! Oakland County Parks is partnering with our department for “Oakie's Bounce About” on Wednesday, July 16 from 10am-2pm. *“Get ready to soar to new heights on our brand-new Air Jumper, bounce around on inflatables, and enjoy interactive experiences with our amazing community partners. Whether you're here for the action, the laughs, or to connect with local organizations, there's something for everyone. Don't miss this free community event—Oakie can't wait to see you there!”*

VII. Old Business – Commission

Dog Park Committee:

Oak Park & Bark membership update:

Erin reported 41 members (Oak Park residents: 30; Huntington Woods residents: 6; Southfield resident: 1; Ferndale residents: 4) and 50 dogs

Sunday, March 16, **Meet and Greet** event could be rained out. We set a rain date of March 30. Six people have registered for the event. Three submitted their dogs' vax info. Mark thought the barriers to entry might be too high (requiring up to date shots, a license). If people bring the appropriate papers Sunday they can be admitted into the park.

The large section of the dog park remains closed because of a downed fence. DPW has taken bids for repair (the lowest was \$4,500) and is hoping to get the job done quickly. But the \$4,500 comes out of the dog park's capital outlay fund, leaving it with \$2,300.

Mark wondered about erecting physical barriers to prevent cars from driving onto the lawn and mowing down a fence again.

Laurie suggested getting to know neighbors who live nearby to develop “eyes and ears” on the park.

Dog Day Afternoon, scheduled from noon-3 pm Sunday, July 20:

Erin reported on several vendor confirmations for the event, including several who were at last year's event.

Leslye and Julie have approached caricaturists who haven't responded. Erin has a list of other artists who might be amenable

Julie has contacted rescues and a mobile pet groomer, without luck: She will try Detroit Dog Rescue

Laurie will ask a mobile pet groomer she knows to participate in the event

Erin said we'll have a lure at the park that day; has ordered a port-o-potty

Ken will reach out to Premier Pet Supply to ask if they'll be a vendor

We still need two trainers. Julie will call K-9 Turbo Training, which participated in 2024. Mark will contact Canine to Five.

Erin reported that Jim Schaefer, Realtor, placed a sign and a bucket of balls in the yellow ribbon section of the dog park without permission. She plans to ask him to sponsor the July 20 event somehow

Shade for the park

The \$2,300 in our budget won't go far, but Dave continues to look for something that is sturdy/commercial grade

Raising money

Ken suggested we offer businesses naming rights for donations

Memorial bricks?

Friends of Parks & Recreation: Per City Council member Julie Edgar - remove from agenda for now.

4th of July: Sponsorship for signs to Recreation

VIII New Business – Commission

No comments.

IX Announcements

No comments.

X Meeting adjourned at: 7:20 pm

Motioned by: Beverly Wiggins

Seconded by: Ajai Tice

Motion passed: X

Respectfully submitted,

Ajai Tice

Recording Secretary for the meeting



CITY OF OAK PARK, MI STAFF REPORT

5.C

AGENDA FOR: May 5, 2025

SUBJECT: Request to Schedule a Public Hearing on the FY 2025-2026 Annual Budget for Monday, May 19, 2025 at 7:00 PM

DEPARTMENT: Finance/Assessing

FROM: Saundra Crawford, Director of Finance

SUMMARY: As stated in the City Charter, Section 9.4, a public hearing on the proposed budget shall be held before its final adoption at such time and place as directed by the City Council. A notice of public hearing is to be published at least one week in advance of the hearing, and a summary of the proposed budget is to be kept on file with the City Clerk.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: To schedule a public hearing on the FY 2025-26 Annual Budget for Monday, May 19, 2025 and direct the City Clerk to file and publish notice of the hearing in accordance with the City Charter

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

5.D

AGENDA FOR: May 5, 2025

SUBJECT: Payment request from Frank Rewold & Sons for Construction Management Services for the total amount of \$13,000.00.

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Attached is an invoice from Frank Rewold & Sons for Event Hub Pre-Bid Construction Management Services. With bids opened last week, this project is 100% complete.

FINANCIAL STATEMENT: Funding is available in the Parks and Recreation Improvement Fund (407-18.444-970) for this expenditure.

RECOMMENDED ACTION: It is recommended that the attached invoice from Frank Rewold & Sons for the Event Hub Pre-Bid Construction Management Services be approved for the total amount of \$13,000.00. Funding is available in the Parks and Recreation Improvement Fund (407-18.444-970) for this expenditure.

EXHIBITS:

1. Pre Construction CM_Invoice



INVOICE



CITY OF OAK PARK, MI STAFF REPORT

5.E

AGENDA FOR: May 5, 2025

SUBJECT: Approval of Pay Application No. 3 (Final) in the amount of \$1,000.00 to Michigan Joint Sealing, Inc of Farmington Hills, MI for the 2024 Joint and Crack Sealing Project, M-765.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 3 (Final) in the amount of \$1,000.00 for the 2024 Joint and Crack Sealing Project, M-765 by Michigan Joint Sealing, Inc of Farmington Hills, MI. This project includes routing and sealing joints and cracks on selected streets in the areas shown on the attached map. The project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$128,911.74
Change Order No. 1:	(\$3,594.74)
New Contract Amount:	\$125,317.00
 Total Earnings to Date:	 \$124,879.50
Less Retainage:	\$0.00
Net Earned:	\$124,879.50
Deductions:	\$0.00
Balance:	\$124,879.50
Payments to Date:	\$123,879.50
Amount Due to Michigan Joint Sealing:	\$1,000.00

RECOMMENDED ACTION: It is recommended that Pay Application No. 3 (Final) for the 2024 Joint and Crack Sealing Project, M-765 by Michigan Joint Sealing, Inc of Farmington Hills, MI be approved for the amount of \$1,000.00. Funding is available in the Local Streets Fund (203-18.479-970) for this expenditure.

EXHIBITS:

1. Pay Application No. 3 (Final)
2. M-765 AREA MAP

PAYMENT APPLICATION

PROJECT: 2024 JOINT AND CRACK SEALING PROJECT

JOB NUMBER: M-765

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 3(final)

CONTRACTOR: MICHIGAN JOINT SEALING, INC.
28830 WEST EIGHT MILE RD.
FARMINGTON HILLS, MI 48336

PERIOD ENDING: 4/7/2025

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Rout & Seal Joints & Cracks, Modified SP	146,355	LFT	\$0.76	0	\$0.00	146,915	\$111,655.40
2	Joint Sealing Compound, Modified SP	41,815.71	LBS	\$0.41	0	\$0.00	32,010	\$13,124.10
3	Minor Traffic Devices, Modified SP	1.00	LSUM	\$100.00	0	\$0.00	1.00	\$100.00
4	Asphalt Mastic Repair	50	LFT	\$8.75	0	\$0.00	0	\$0.00
Period Total Amount:						\$0.00	Amount to Date:	\$124,879.50

Current Contract Amount: \$128,911.74
Proposed Change Order #1: (\$3,594.74)
Proposed new Contract Amount: \$125,317.00

Earnings This Period: \$0.00

Total Earnings to Date: \$124,879.50

Less Retainage: \$0.00

Net Earned: \$124,879.50

Deductions: \$0.00

Balance: \$124,879.50

Payments to Date: \$123,879.50

AMOUNT DUE MICHIGAN JOINT SEALING INC.: \$1,000.00

Accepted By: David k Bacci
David k Bacci (Apr 16, 2025 16:03 EDT)
Michigan Joint Sealing Inc.

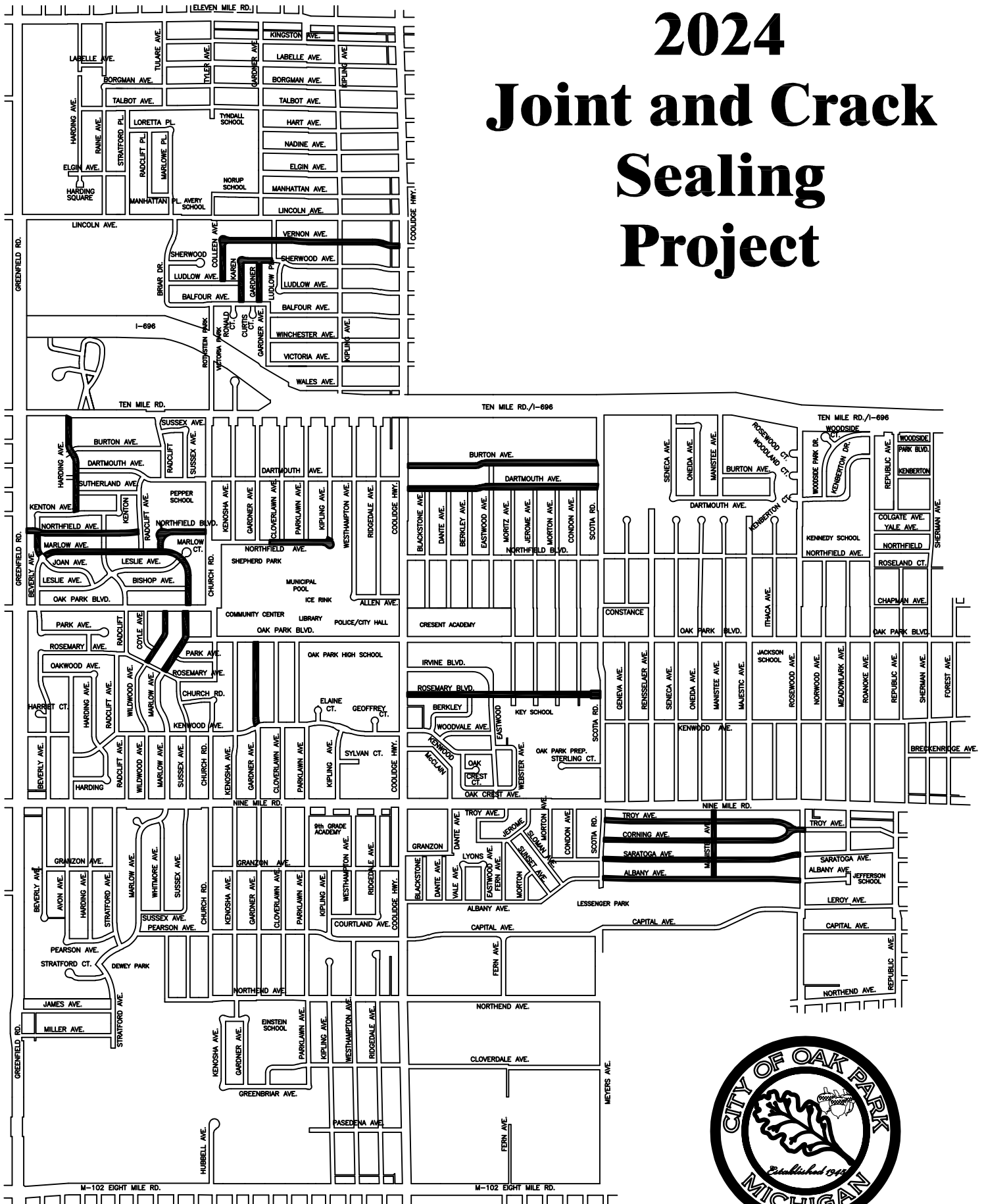
Date: 04/16/2025

Approved By: Kara M. Grisamer
Kara Grisamer, P.E, City Engineer
City of Oak Park, Michigan

Date: 04/16/2025

City of Oak Park

2024 Joint and Crack Sealing Project





CITY OF OAK PARK, MI STAFF REPORT

5.F

AGENDA FOR: May 5, 2025

SUBJECT: Approval of Pay Application No. 3 (Final) in the amount of \$1,000.00 to Michigan Joint Sealing, Inc of Farmington Hills, MI for the 2023 Joint and Crack Sealing Project, M-751.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 3 (Final) in the amount of \$1,000.00 for the 2023 Joint and Crack Sealing Project, M-751 by Michigan Joint Sealing, Inc of Farmington Hills, MI. This project includes routing and sealing joints and cracks on selected streets in the areas shown on the attached map. The project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$96,516.00
Change Order No. 1:	(\$15,997.47)
New Contract Amount:	\$80,518.53
Total Earnings to Date:	\$80,518.53
Less Retainage:	\$0.00
Net Earned:	\$80,518.53
Deductions:	\$0.00
Balance:	\$80,518.53
Payments to Date:	\$79,518.53
Amount Due to Michigan Joint Sealing:	\$1,000.00

RECOMMENDED ACTION: It is recommended that Pay Application No. 3 (Final) for the 2023 Joint and Crack Sealing Project, M-751 by Michigan Joint Sealing, Inc of Farmington Hills, MI be approved for the amount of \$1,000.00. Funding is available in the Major Streets Fund (202-18.479-970) for this expenditure.

EXHIBITS:

1. Payment Application No. 3 (Final)
2. M-751 area map

PAYMENT APPLICATION

PROJECT: 2023 JOINT AND 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-751
APPLICATION NO.: 3(final)
PERIOD ENDING: 4/7/2025

		ORIGINAL						
ITEM	DESCRIPTION	BID		UNIT	PERIOD	PERIOD	QUANTITY	AMOUNT
		QUANTITY		PRICE	QUANTITY	AMOUNT	TO DATE	TO DATE
1	Rout & Seal Joints & Cracks, Modified SP	110,000	LFT	\$0.76	0	\$0.00	81,743	\$62,124.68
2	Joint Sealing Compound, Modified SP	31,500.00	LBS	\$0.41	0	\$0.00	17,010	\$6,974.10
3	Minor Traffic Devices, Modified SP	1	LSUM	\$1.00	0	\$0.00	1	\$1.00
4	Asphalt Mastic Repair	0	LFT	\$8.75	0	\$0.00	1,305	\$11,418.75
Period Total Amount:						\$0.00	Amount to Date:	\$80,518.53
Original Contract Amount:		\$96,516.00			Earnings This Period:		\$0.00	
Change Order #1:		(\$15,997.47)						
Current Contract Amount:		\$80,518.53			Total Earnings to Date:		\$80,518.53	
					Less Retainage:		\$0.00	
					Net Earned:		\$80,518.53	
					Deductions:		\$0.00	
					Balance:		\$80,518.53	
					Payments to Date:		\$79,518.53	
AMOUNT DUE MICHIGAN JOINT SEALING INC.:							\$1,000.00	

Accepted By: David K Bacci
David K Bacci (Apr 15, 2025 08:57 EDT)
Michigan Joint Sealing Inc.

Date: 04/15/2025

Approved By: Kara M. Grisamer
Kara Grisamer, P.E, City Engineer
City of Oak Park, Michigan

Date: 04/15/2025

2023 Joint and Crack Sealing Project





CITY OF OAK PARK, MI STAFF REPORT

5.G

AGENDA FOR: May 5, 2025

SUBJECT: Payment of invoices from OHM Advisors for Engineering Consulting Services for the total amount of \$1,993.75.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

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

FINANCIAL STATEMENT:

	<u>This Period</u>	<u>Prior Billings</u>	<u>To Date</u>	<u>Current Contract</u>	<u>Account Number</u>
Water GIS Support - March & April 2025	\$1,993.75	\$7,759.50	\$9,753.25	\$11,500.00	66% - 592-18-538-801 34% - 202-18-479-801
Pavement Marking App Support	\$0.00	\$2,228.25	\$2,228.25	\$2,500.00	202-18-479-801
Tree Inventory App Support	\$0.00	\$4,930.75	\$4,998.25	\$5,000.00	202-18-479-801
Totals	\$1,993.75	\$14,918.50	\$16,979.75	\$19,000.00	

RECOMMENDED ACTION: It is recommended that the invoices from OHM Advisors for the above listed projects be approved for the total amount of \$1,993.75. Funding is available in the above listed accounts.

EXHIBITS:

1. DPW GIS Application Development_86209
2. DPW GIS Application Development_87273

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: 03/17/2025
Invoice #: 86209
Project: 0037240020

Project Name: DPW GIS Application Development
GIS Layer updates and Tree program review

For Professional Services Rendered Through: March 08, 2025

Professional Services

1A: General Water Department GIS Support	\$1,123.75
1B: Pavement Markings - Field Map and Dashboard Development	\$0.00
1C: Tree Inventory / Restoration - Field Map and Dashboard Development	\$0.00
Amount Due This Invoice	\$1,123.75

Invoice Total \$1,123.75

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: 03/17/2025
Invoice #: 86209
Project: 0037240020

Project Name: DPW GIS Application Development

1A: General Water Department GIS Support
Professional Services

	Hours	Rate	Amount
Design Technician III	7.75	145.00	\$1,123.75
Professional Services Subtotal	7.75		\$1,123.75
1A: General Water Department GIS Support Total:	7.75		\$1,123.75
Total Backup:	7.75		\$1,123.75

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: 04/15/2025
Invoice #: 87273
Project: 0037240020

Project Name: DPW GIS Application Development
GIS Layer updates and Tree program review

For Professional Services Rendered Through: April 05, 2025

Professional Services

1A: General Water Department GIS Support	\$870.00
1B: Pavement Markings - Field Map and Dashboard Development	\$0.00
1C: Tree Inventory / Restoration - Field Map and Dashboard Development	\$0.00
Amount Due This Invoice	\$870.00

Invoice Total \$870.00

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: 04/15/2025
Invoice #: 87273
Project: 0037240020

Project Name: DPW GIS Application Development

1A: General Water Department GIS Support
Professional Services

	Hours	Rate	Amount
Design Technician III	6.00	145.00	\$870.00
Professional Services Subtotal	6.00		\$870.00
1A: General Water Department GIS Support Total:	6.00		\$870.00
Total Backup:	6.00		\$870.00



CITY OF OAK PARK, MI STAFF REPORT

5.H

AGENDA FOR: May 5, 2025

SUBJECT: Approval of Pay Application No. 2 for the 2024-2025 Miscellaneous Concrete Project, M-773 to Mattioli Cement Company of Fenton, MI, in the amount of \$108,364.18.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 2 for the 2024-2025 Miscellaneous Concrete Project, M-773 by Mattioli Cement Company of Fenton, MI. This project includes replacing full depth concrete pavement and sidewalk in the areas shown on the attached map. The project is approximately 51% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$549,446.00
Change Order No. 1:	\$1,500.00
Change Order No. 2:	\$181,597.50
New Contract Amount:	\$732,543.50
Total Earnings to Date:	\$375,191.23
Less Retainage:	\$36,627.18
Net Earned:	\$338,564.05
Deductions:	\$0.00
Balance:	\$338,564.05
Payments to Date:	\$230,199.87
Amount Due to Mattioli Cement Company:	\$108,364.18

RECOMMENDED ACTION: It is recommended that Pay Application No. 2 for the 2024-2025 Miscellaneous Concrete Project, M-773 by Mattioli Cement Company of Fenton, MI be approved for the amount of \$108,364.18. Funding is available in the Local Streets Fund (203-18.479-970) and the Water and Sewer Fund (592-18.538-970) for this expenditure.

EXHIBITS:

1. M-773 Pay 2 - unsigned
2. Misc. Concrete Map 2024

PAYMENT APPLICATION

PROJECT: 2023-2024 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER: M-773

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 2

CONTRACTOR: MATTIOLI CEMENT COMPANY
6085 MCGUIRE ROAD
FENTON, MI 48430

PERIOD ENDING: 4/25/2025

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	5,600	SYD	\$11.71	2,103.16	\$24,628.00	5,101.78	\$59,741.84
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	5,600	SYD	\$60.00	1,137.56	\$68,253.60	3,484.47	\$209,068.20
3	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	5,000	SFT	\$6.00	0.00	\$0.00	3,643.17	\$21,859.02
4	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	5,000	SFT	\$6.50	0.00	\$0.00	2,215.87	\$14,403.16
5	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$36.00	0.00	\$0.00	122.90	\$4,424.40
6	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	5,400	SYD	\$9.00	0.00	\$0.00	2,334.29	\$21,008.61
7	AGGREGATE BASE UNDER 4" & 6" & 9" CONC. (6" 21AA CR LIMESTONE)	200	SYD	\$9.00	2,078.00	\$18,702.00	2,119.00	\$19,071.00
8	ADJUST DRAINAGE STRUCTURES	10	EACH	\$225.00	2.00	\$450.00	7.00	\$1,575.00
9	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	120	SFT	\$26.00	0.00	\$0.00	150.00	\$3,900.00
10	SANITARY MANHOLE 1040A FRAME AND COVER	5	EACH	\$880.00	1.00	\$880.00	2.00	\$1,760.00
11	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	1.00	\$880.00
12	MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$13,000.00	0.50	\$6,500.00	1.00	\$13,000.00
13	PROJECT CLEAN UP MODIFIED (5% MAX)	1	LSUM	\$6,000.00	0.00	\$0.00	0.50	\$3,000.00
14	SIDEWALK CURB > 6"	0	LFT	\$20.00	0.00	\$0.00	75.00	\$1,500.00

Period Total Amount: \$119,413.60 Amount to Date: \$375,191.23

Original Contract Amount: \$549,446.00
Change Order No.1: \$1,500.00
Change Order No.2: \$181,597.50
New Contract Amount: \$732,543.50

Earnings This Period: \$119,413.60
Total Earnings to Date: \$375,191.23
Less Retainage: \$36,627.18
Net Earned: \$338,564.05
Deductions: \$0.00
Balance: \$338,564.05
Payments to Date: \$230,199.87

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$108,364.18

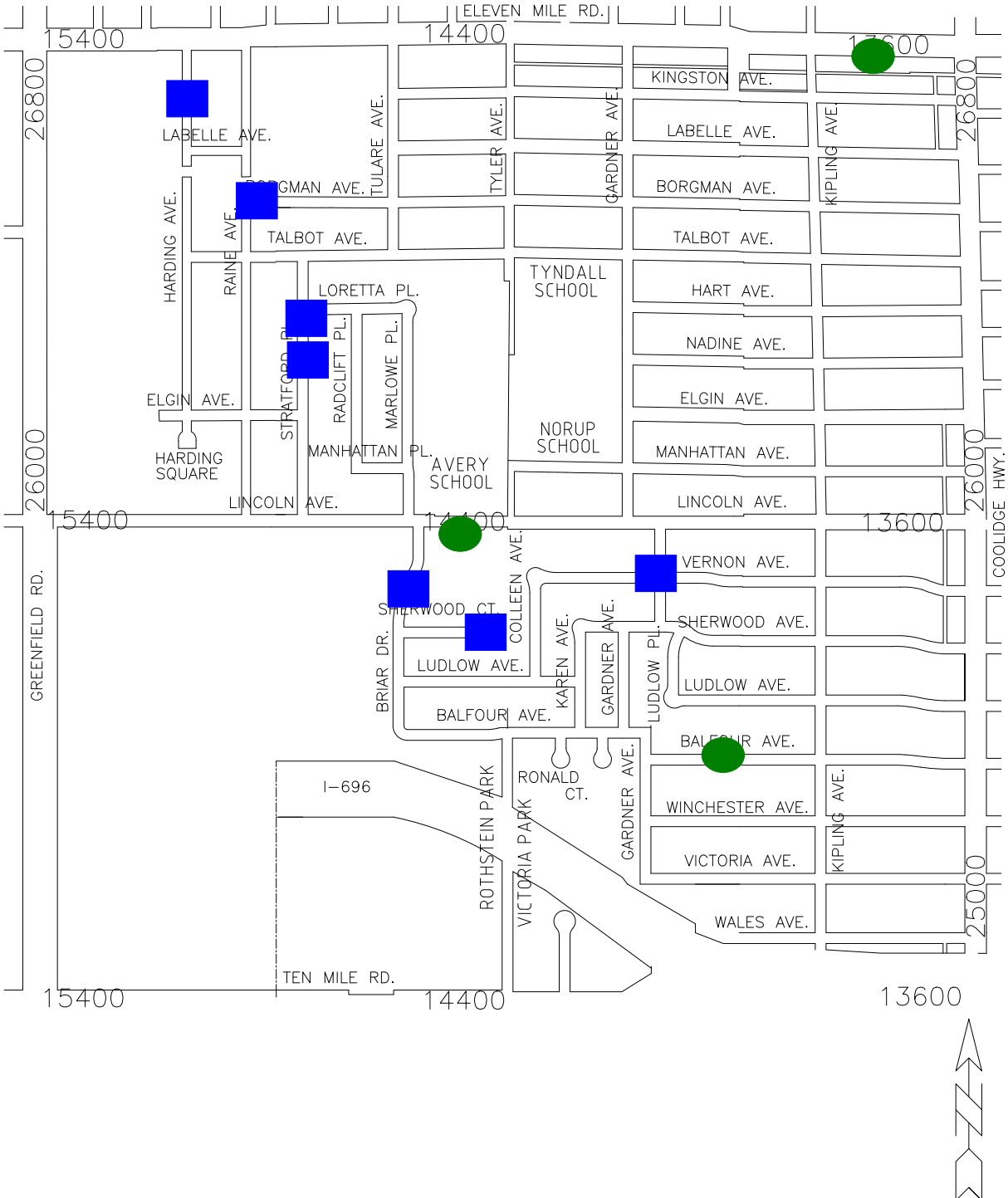
Accepted By: _____
Mattioli Cement Company

Date: _____

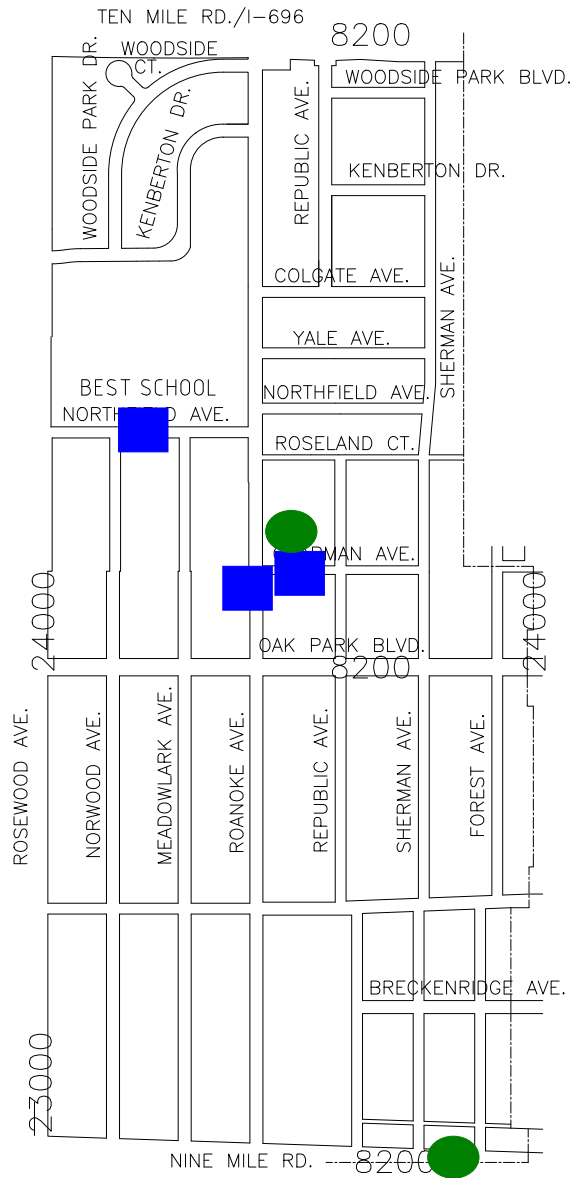
Approved By: _____
Kara Grisamer P.E., City Engineer
City of Oak Park, Michigan

Date: _____

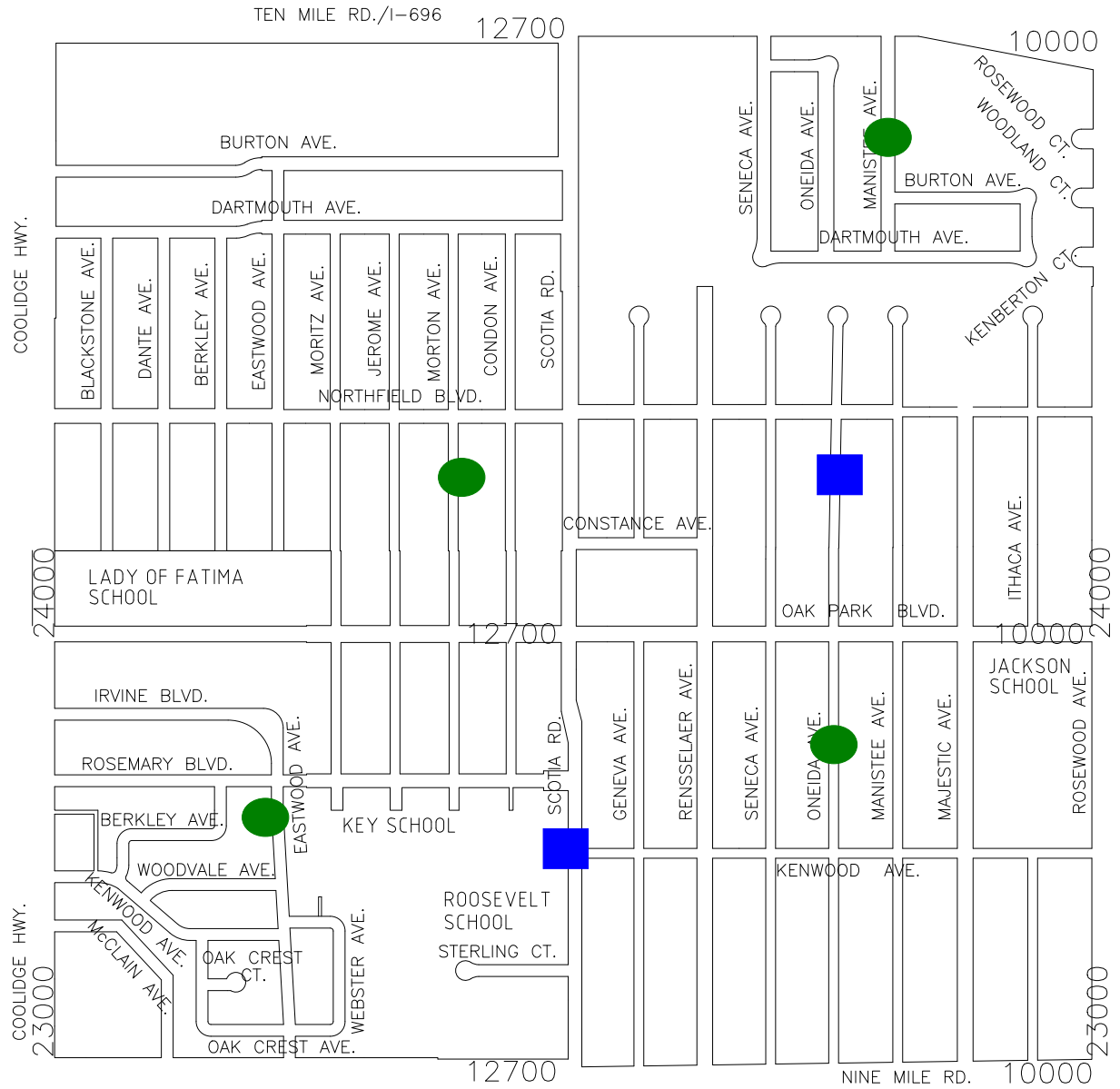
SECTION 19



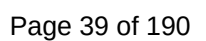
SECTION 28



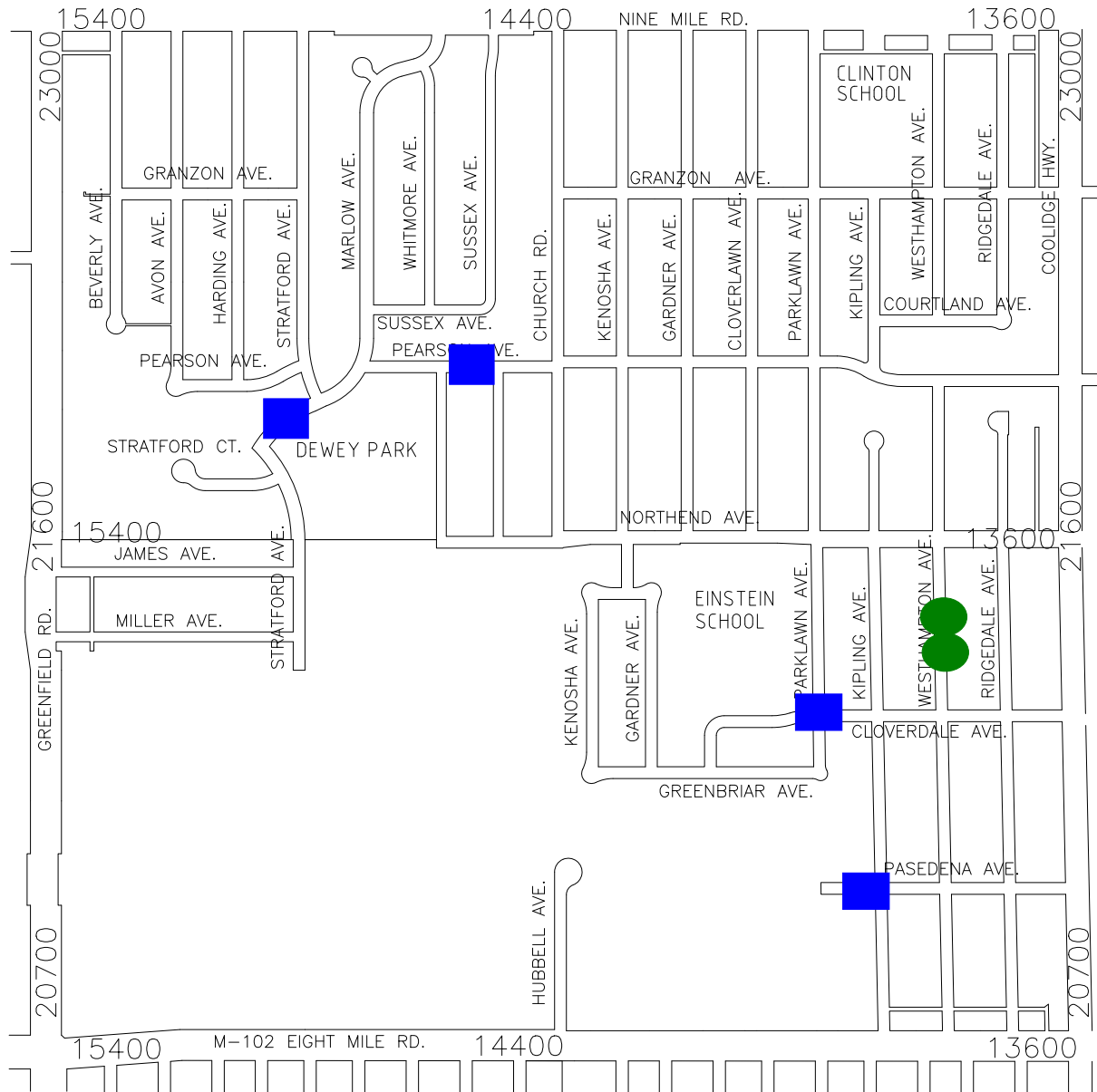
SECTION 29



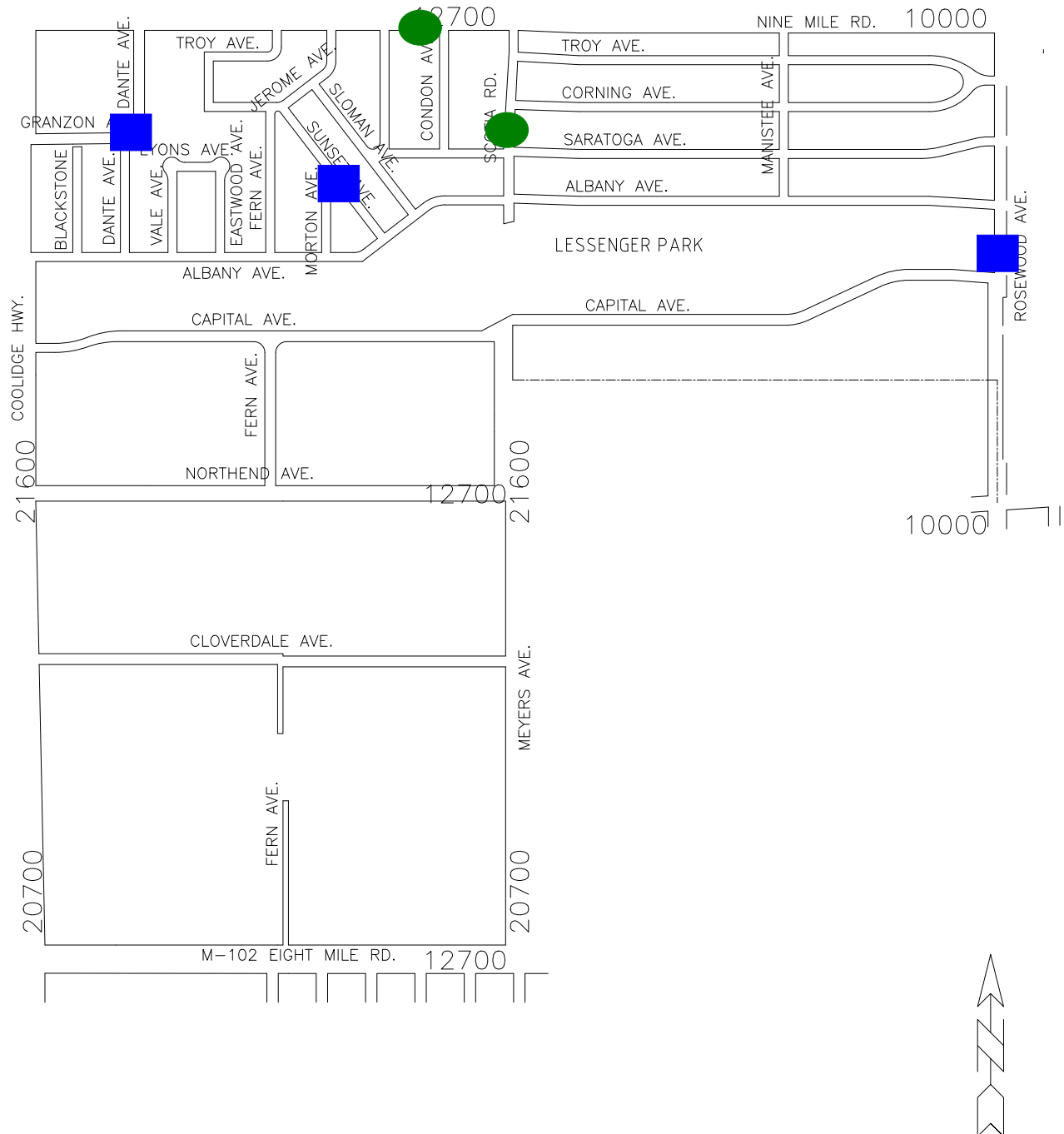
The map displays a grid of streets in Oak Park, Illinois. The vertical streets from left to right are: Greenfield Rd., Beverly Ave., Kenton Ave., Northfield Ave., Marlow Ave., Leslie Ave., Oak Park Blvd., Park Ave., Rosemary Ave., Oakwood Ave., Harding Ave., Radcliff Ave., Wildwood Ave., Marlow Ave., Sussex Ave., Church Rd., Kenosha Ave., Gardner Ave., Cloverlawn Ave., Parklawn Ave., Kipling Ave., Westhampton Ave., Ridgedale Ave., and Coolidge Hwy. The horizontal streets from top to bottom are: Ten Mile Rd., Burton Ave., Dartmouth Ave., Sutherland Ave., Kenton Ave., Northfield Ave., Marlow Ave., Leslie Ave., Oak Park Blvd., Park Ave., Rosemary Ave., Oakwood Ave., Harding Ave., Radcliff Ave., Wildwood Ave., Marlow Ave., Sussex Ave., Church Rd., Kenosha Ave., Gardner Ave., Cloverlawn Ave., Parklawn Ave., Kipling Ave., Westhampton Ave., Ridgedale Ave., and Coolidge Hwy. Landmarks include Pepper School, Municipal Pool, Ice Rink, Community Center, Library, Police/Courthouse, and Oak Park High School. The map also shows the locations of several green and blue markers, which correspond to the data points in the table.



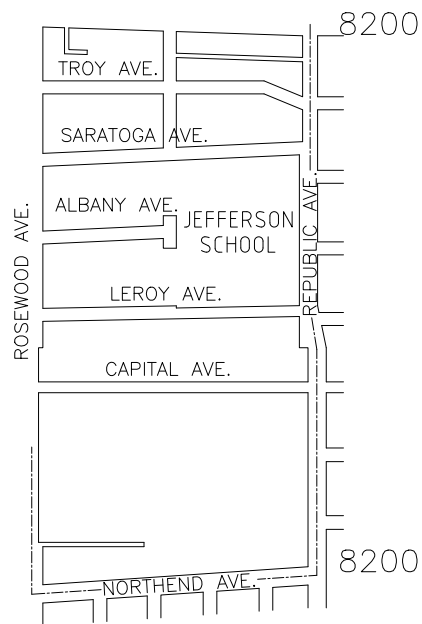
SECTION 31



SECTION 32



SECTION 33





CITY OF OAK PARK, MI STAFF REPORT

5.1

AGENDA FOR: May 5, 2025

SUBJECT: Approval of Pay Application No. 4 and Change Order No. 3 in the amounts of \$14,969.58 and (\$55,835.29) respectively, to Taplin Group, LLC of Kalamazoo, MI for the 2024 Sewer & Catch Basin Cleaning & TV Inspection Project, M-774.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 4 and Change Order No. 3 in the amounts of \$14,969.58 and (\$55,835.29), respectively, for the 2024 Sewer & Catch Basin Cleaning & TV Inspection Project, M-774 by Taplin Group, LLC of Kalamazoo, MI. This project includes cleaning and TV inspections of the sewers and catch basins in the areas shown on the attached map. The change order is the final quantity balance on the project. The project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$128,911.74
Change Order No. 1:	(\$3,594.74)
Proposed New Contract Amount:	\$125,317.00
 Total Earnings to Date:	 \$124,879.50
Less Retainage:	\$0.00
Net Earned:	\$124,879.50
Deductions:	\$0.00
Balance:	\$124,879.50
Payments to Date:	\$123,879.50
Amount Due to Michigan Joint Sealing:	\$1,000.00

RECOMMENDED ACTION: It is recommended that Final Pay Application No. 3 for the 2024 Joint and Crack Sealing Project, M-765 by Michigan Joint Sealing, Inc of Farmington Hills, MI be approved for the amount of \$1,000.00. Funding is available in the Local Streets Fund (203-18.479-970) for this expenditure.

EXHIBITS:

1. M 774 Pay 4 - unsigned
2. M 774 CO3 - signed_agenda
3. Area Map_agenda

PAYMENT APPLICATION

PROJECT: 2024 SEWER & CATCH BASIN CLEANING & TV INSPECTION PROJECT

JOB NUMBER: M-774

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 4

CONTRACTOR: TAPLIN GROUP, LLC
5140 W MICHIGAN AVE.
KALAMAZOO, MI 49006

PERIOD ENDING: 3/27/2025

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Medium 8" Sewer Cleaning & TV Inspection	200	LFT	\$1.87	1,117	\$2,088.79	1,266	\$2,367.42
2	Medium 10" Sewer Cleaning & TV Inspection	4,700	LFT	\$1.99	153	\$304.47	4,694	\$9,341.06
3	Medium 12" Sewer Cleaning & TV Inspection	31,200	LFT	\$2.05	870	\$1,783.50	28,974	\$59,396.70
4	Medium 15" Sewer Cleaning & TV Inspection	12,100	LFT	\$2.18	0	\$0.00	10,893	\$23,746.74
5	Medium 18" Sewer Cleaning & TV Inspection	15,000	LFT	\$2.29	0	\$0.00	11,811	\$27,047.19
6	Medium 21" Sewer Cleaning & TV Inspection	10,100	LFT	\$2.59	0	\$0.00	7,607	\$19,702.13
7	Medium 24" Sewer Cleaning & TV Inspection	5,600	LFT	\$2.66	0	\$0.00	2,803	\$7,455.98
8	Medium 27" Sewer Cleaning & TV Inspection	4,700	LFT	\$2.91	0	\$0.00	3,240	\$9,428.40
9	Medium 30" Sewer Cleaning & TV Inspection	1,700	LFT	\$3.11	0	\$0.00	1,534	\$4,770.74
10	Medium 33" Sewer Cleaning & TV Inspection	300	LFT	\$3.76	0	\$0.00	140	\$526.40
11	Medium 36" Sewer Cleaning & TV Inspection	2,700	LFT	\$4.20	0	\$0.00	2,535	\$10,647.00
12	Medium 42" Sewer Cleaning & TV Inspection	1,000	LFT	\$5.18	0	\$0.00	906	\$4,693.08
13	Medium 48" Sewer Cleaning & TV Inspection	1,000	LFT	\$6.03	0	\$0.00	878	\$5,294.34
14	Medium 54" Sewer Cleaning & TV Inspection	500	LFT	\$6.11	0	\$0.00	0	\$0.00
15	Catch Basin Lead Cleaning & TV Inspection	9,800	LFT	\$6.48	628	\$4,069.44	7,888	\$51,114.24
16	Catch Basin Structure Cleaning	400	EA	\$88.28	0	\$0.00	336	\$29,662.08
17	Sewer Lateral Protruding Lead Cutting	5	EA	\$251.41	1	\$251.41	1	\$251.41
18	Cloverlawn Snake Removal	0	LSUM	\$1,364.35	0	\$0.00	1	\$1,364.35
19	Additional Easement Cleaning	2,000	LFT	\$3.65	1,989	\$7,259.85	1,989	\$7,259.85

Period Total Amount: \$15,757.46 Amount to Date: \$274,069.11

Original Contract Amount: \$321,240.05
Change Order No.1: \$1,364.35
Change Order No.2: \$7,300.00
Change Order No.3: -\$55,835.29
New Contract Amount: \$274,069.11

Earnings This Period: \$15,757.46
Total Earnings to Date: \$274,069.11
Less Retainage: \$13,703.46
Net Earned: \$260,365.65
Deductions: \$0.00
Balance: \$260,365.65
Payments to Date: \$245,396.07

AMOUNT DUE TAPLIN GROUP, LLC: \$14,969.58

Accepted By: _____
Taplin Group, LLC

Date: _____

Approved By: _____
Kara Grisamer, City Engineer
City of Oak Park, Michigan

Date: _____

CHANGE ORDER

PROJECT:	2024 SEWER & CATCH BASIN CLEANING & TV INSPECTION PROJECT	JOB NUMBER:	M-774
OWNER:	CITY OF OAK PARK, MICHIGAN	CHANGE ORDER NO.:	3
CONTRACTOR:	TAPLIN GROUP, LLC 5140 W MICHIGAN AVE. KALAMAZOO, MI 49006	PAGE:	1

TO THE CONTRACTOR:

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

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

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
1	Medium 8" Sewer Cleaning & TV Inspection	200	LFT	\$1.87	1,066	1,266	\$1,993.42
TOTALS							\$1,993.42

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

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
2	Medium 10" Sewer Cleaning & TV Inspection	4,700	LFT	\$1.99	-6	4,694	-\$11.94
3	Medium 12" Sewer Cleaning & TV Inspection	31,200	LFT	\$2.05	-2,226	28,974	-\$4,563.30
4	Medium 15" Sewer Cleaning & TV Inspection	12,100	LFT	\$2.18	-1,207	10,893	-\$2,631.26
5	Medium 18" Sewer Cleaning & TV Inspection	15,000	LFT	\$2.29	-3,189	11,811	-\$7,302.81
6	Medium 21" Sewer Cleaning & TV Inspection	10,100	LFT	\$2.59	-2,493	7,607	-\$6,456.87
7	Medium 24" Sewer Cleaning & TV Inspection	5,600	LFT	\$2.66	-2,797	2,803	-\$7,440.02
8	Medium 27" Sewer Cleaning & TV Inspection	4,700	LFT	\$2.91	-1,460	3,240	-\$4,248.60
9	Medium 30" Sewer Cleaning & TV Inspection	1,700	LFT	\$3.11	-166	1,534	-\$516.26
10	Medium 33" Sewer Cleaning & TV Inspection	300	LFT	\$3.76	-160	140	-\$601.60
11	Medium 36" Sewer Cleaning & TV Inspection	2,700	LFT	\$4.20	-165	2,535	-\$693.00
12	Medium 42" Sewer Cleaning & TV Inspection	1,000	LFT	\$5.18	-94	906	-\$486.92
13	Medium 48" Sewer Cleaning & TV Inspection	1,000	LFT	\$6.03	-122	878	-\$735.66
14	Medium 54" Sewer Cleaning & TV Inspection	500	LFT	\$6.11	-500	0	-\$3,055.00
15	Catch Basin Lead Cleaning & TV Inspection	9,800	LFT	\$6.48	-1,912	7,888	-\$12,389.76
16	Catch Basin Structure Cleaning	400	EA	\$88.28	-64	336	-\$5,649.92
17	Sewer Lateral Protruding Lead Cutting	5	EA	\$251.41	-4	1	-\$1,005.64
19	Additional Easement Cleaning	2,000	LFT	\$3.65	-11	1,989	-\$40.15
TOTALS							-\$57,828.71

SUMMARY

Total Increase	\$1,993.42
Total Decrease	-\$57,828.71
Total for Change Order No. 3:	-\$55,835.29

Contract Amount	\$321,240.05
Change Order No. 1:	\$1,364.35
Change Order No. 2:	\$7,300.00
Change Order No. 3:	-\$55,835.29
New Contract Amount:	\$274,069.11

Kelsey Verwys
 Kelsey Verwys (Apr 25, 2025 17:10 EDT)
 Taplin Group, LLC.

04/25/2025

Date

Kara M. Grisamer

04/28/2025

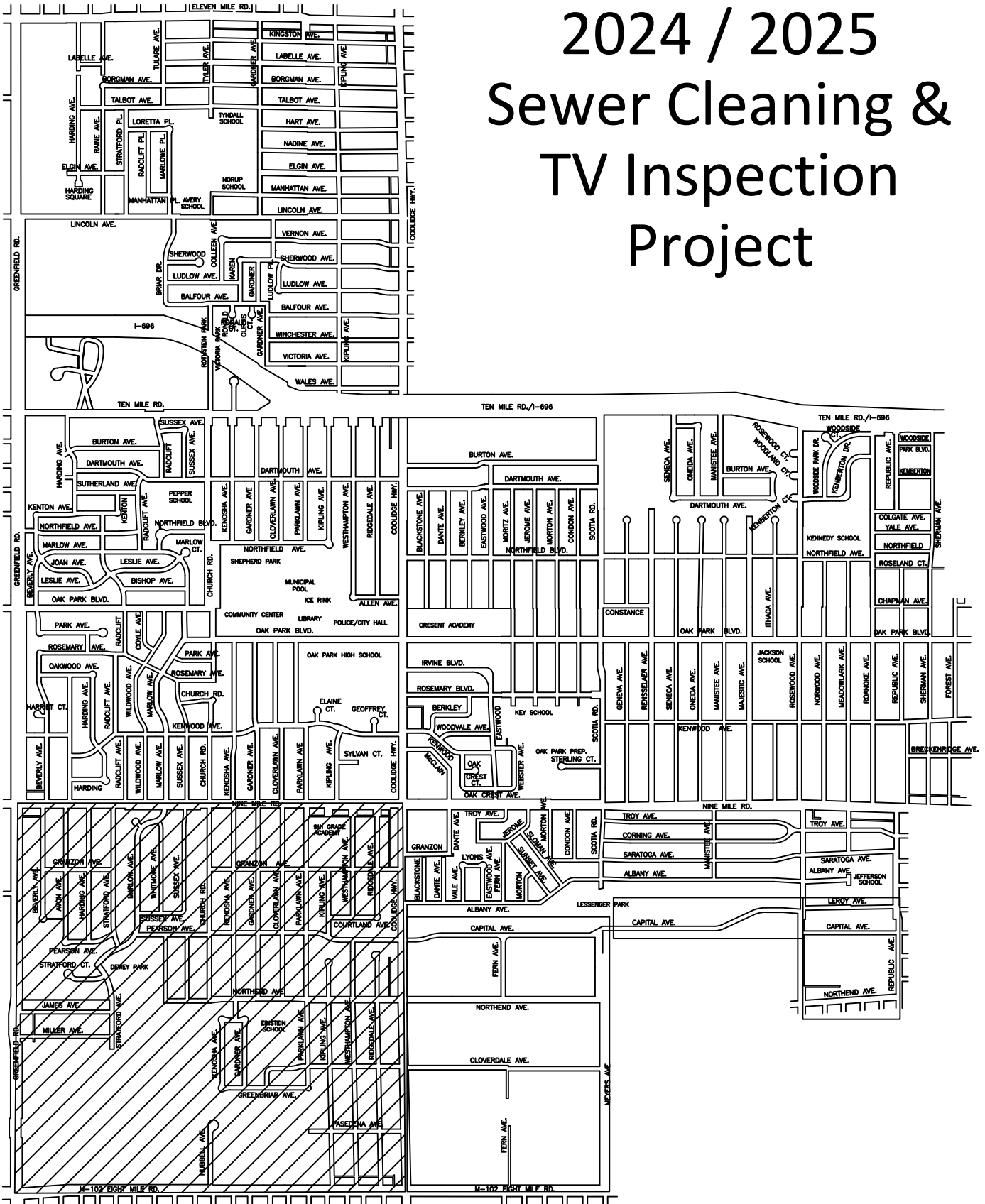
Kara Grisamer, City Engineer

Date

*Reviewed by and recommended for approval by City Council

City of Oak Park

2024 / 2025 Sewer Cleaning & TV Inspection Project





CITY OF OAK PARK, MI STAFF REPORT

5.J

AGENDA FOR: May 5, 2025

SUBJECT: Approval of Pay Application No. 7 (Final) for the 2023-2024 Miscellaneous Concrete Project, M-754 to Mattioli Cement Company of Fenton, MI, in the amount of \$10,000.00.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 7 (Final) for the 2023-2024 Miscellaneous Concrete Project, M-754 by Mattioli Cement Company of Fenton, MI. This project includes replacing full depth concrete pavement and sidewalk in the areas shown on the attached map. The project is 100% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$949,943.50
Change Order No. 1:	\$49,937.85
Change Order No. 2:	(\$7,330.20)
New Contract Amount:	\$992,551.15
Total Earnings to Date:	\$992,551.15
Less Retainage:	\$0.00
Net Earned:	\$992,551.15
Deductions:	\$0.00
Balance:	\$992,551.15
Payments to Date:	\$982,551.15
Amount Due to Mattioli Cement Company:	\$10,000.00

RECOMMENDED ACTION: It is recommended that Pay Application No. 7 (Final) for the 2023-2024 Miscellaneous Concrete Project, M-754 by Mattioli Cement Company of Fenton, MI be approved in the amount of \$10,000.00. Funding is available in the Local Streets Fund (203-18.479-970) and the Water and Sewer Fund (592-18.538-970) for this expenditure.

EXHIBITS:

1. Pay Application No. 7 (Final)
2. M-754 Spring Maps

PAYMENT APPLICATION

PROJECT: 2023-2024 MISCELLANEOUS CONCRETE PROJECT

JOB NUMBER: M-754

OWNER: CITY OF OAK PARK, MICHIGAN

APPLICATION NO.: 7 (FINAL)

CONTRACTOR: MATTIOLI CEMENT COMPANY
6085 MCGUIRE ROAD
FENTON, MI 48430

PERIOD ENDING: 4/24/2025

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY	UNIT	UNIT PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	REMOVE CONCRETE PAVEMENT, MODIFIED SP	11,300	SYD	\$11.71	0.00	\$0.00	12,088.81	\$141,559.97
2	CONCRETE PVMT W/ INT CURB & GUTTER 9" CONCRETE, MODIFIED SP	5,600	SYD	\$60.00	0.00	\$0.00	10,556.81	\$633,408.60
3	CONCRETE PVMT W/INT CURB & GUTTER, 9" CONC. PATCHES OVER 4500 SFT	5,000	SYD	\$60.00	0.00	\$0.00	0.00	\$0.00
4	REMOVAL COOLIDGE CONCRETE PAVEMENT, MODIFIED SP	100	SYD	\$20.00	0.00	\$0.00	65.20	\$1,304.00
5	COOLIDGE CONCRETE PAVEMENT WITH INT. CURB, 9" CONCRETE MOD. SP	100	SYD	\$60.00	0.00	\$0.00	25.20	\$1,512.00
6	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD	500	SFT	\$6.00	0.00	\$0.00	4,789.91	\$28,739.46
7	SIDEWALK CONC. NON-REINF 4" SIDEWALK MOD (ROTHSTEIN PARK)	5,500	SFT	\$7.50	0.00	\$0.00	0.00	\$0.00
8	SIDEWALK CONC. NON-REINF. 6" SIDEWALK/ DRIVE APPROACH MOD.	500	SFT	\$6.50	0.00	\$0.00	3,910.27	\$25,416.76
9	CONCRETE PAVEMENT, 24" CURB & GUTTER SECTION NON- REINF. 9" CONC. MOD	50	LFT	\$36.00	0.00	\$0.00	74.20	\$2,671.20
10	AGGREGATE BASE UNDER 9" CONC. (3" 21AA CR. LIMESTONE)	10,700	SYD	\$6.44	0.00	\$0.00	10,479.78	\$67,489.78
11	AGGREGATE BASE UNDER 4"& 6" & 9" CONC. (6" 21AA CR LIMESTONE)	100	SYD	\$9.00	0.00	\$0.00	20.56	\$185.04
12	ADJUST DRAINAGE STRUCTURES	25	EACH	\$225.00	0.00	\$0.00	17.00	\$3,825.00
13	CAST IN PLACE DETECTABLE/ TACTILE WARNING SURFACE MODIFIED	100	SFT	\$26.00	0.00	\$0.00	100.00	\$2,600.00
14	CAST IRON DETECTABLE WARNING DEVICE	50	SFT	\$61.75	0.00	\$0.00	0.00	\$0.00
15	SANITARY MANHOLE 1040A FRAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	0.00	\$0.00
16	CATCH BASIN 5080M3 6 HOLE FRAME AND COVER	5	EACH	\$880.00	0.00	\$0.00	4.00	\$3,520.00
17	MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$13,000.00	0.00	\$0.00	1.00	\$13,000.00
18	COOLIDGE MINOR TRAFFIC DEVICES MODIFIED (5% MAX)	1	LSUM	\$1,000.00	0.00	\$0.00	1.00	\$1,000.00
19	PROJECT CLEAN UP MODIFIED (5% MAX)	1	LSUM	\$6,000.00	0.00	\$0.00	1.00	\$6,000.00
20	INSPECTION CREW DAYS	\$320	DAY	45	0.00	\$0.00	0.00	\$0.00
21	SIDEWALK CURB < 6"	0	LFT	\$19.00	0.00	\$0.00	0.00	\$0.00
22	SIDEWALK CURB > 6"	0	LFT	\$20.00	0.00	\$0.00	208.00	\$4,160.00
23	SIDEWALK CONC. NON-REINF 7" SIDEWALK MOD (ROTHSTEIN PARK)	0	SFT	\$10.25	0.00	\$0.00	5,478.96	\$56,159.34

Period Total Amount: \$0.00 Amount to Date: \$992,551.15

Original Contract Amount: \$949,943.50
Change Order No.1: \$49,937.85
Change Order No.2: -\$7,330.20
New Contract Amount: \$992,551.15

Earnings This Period: \$0.00
Total Earnings to Date: \$992,551.15
Less Retainage: \$0.00
Net Earned: \$992,551.15
Deductions: \$0.00
Balance: \$992,551.15
Payments to Date: \$982,551.15

AMOUNT DUE MATTIOLI CEMENT COMPANY: \$10,000.00

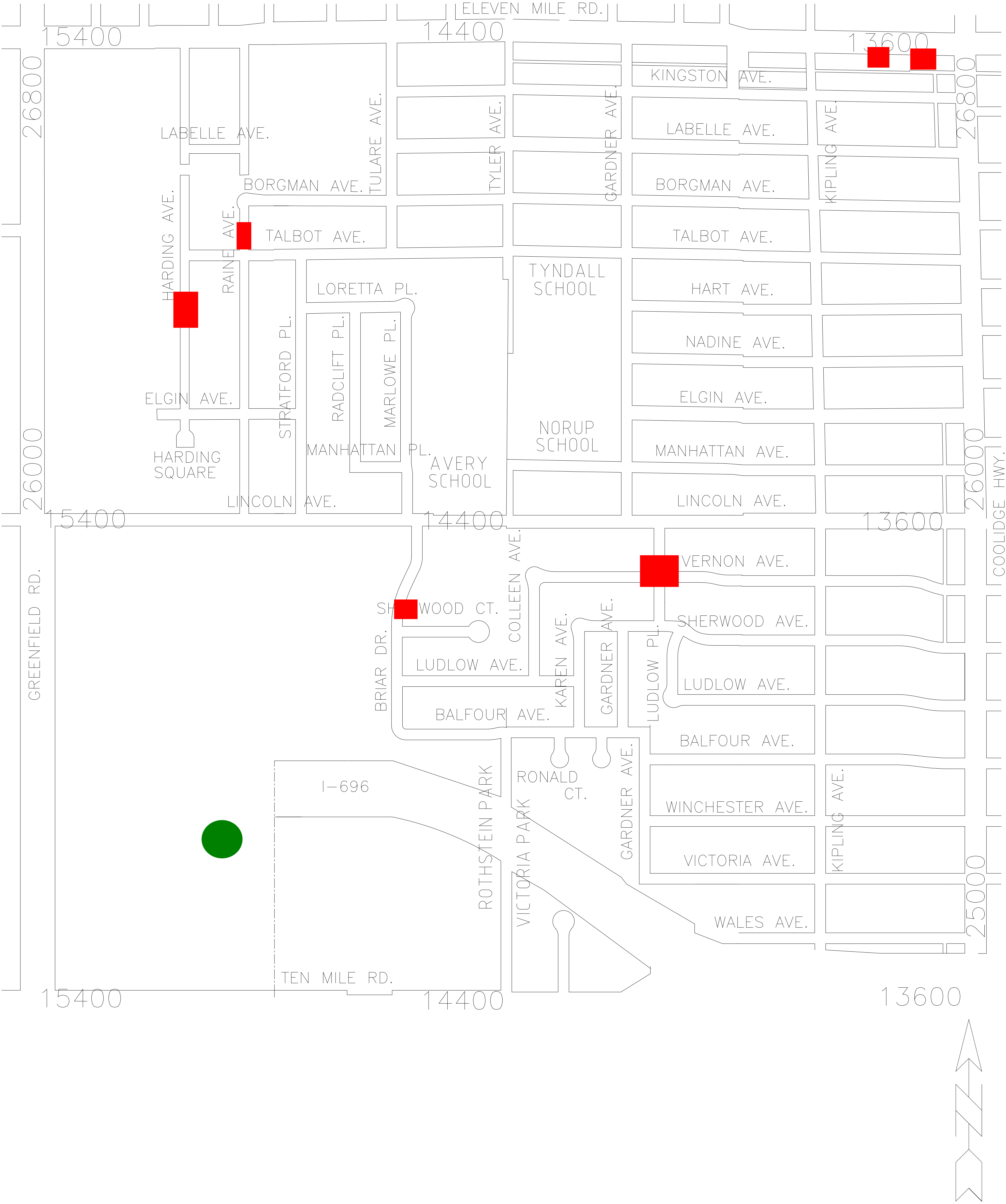
Accepted By: John Mattioli
(John Mattioli (Apr 28, 2025 19:12 EDT))
Mattioli Cement Company

04/28/2025
Date:

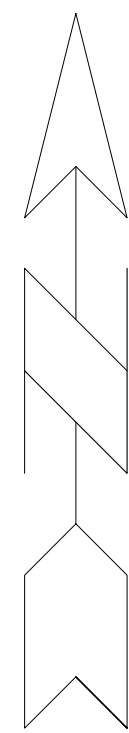
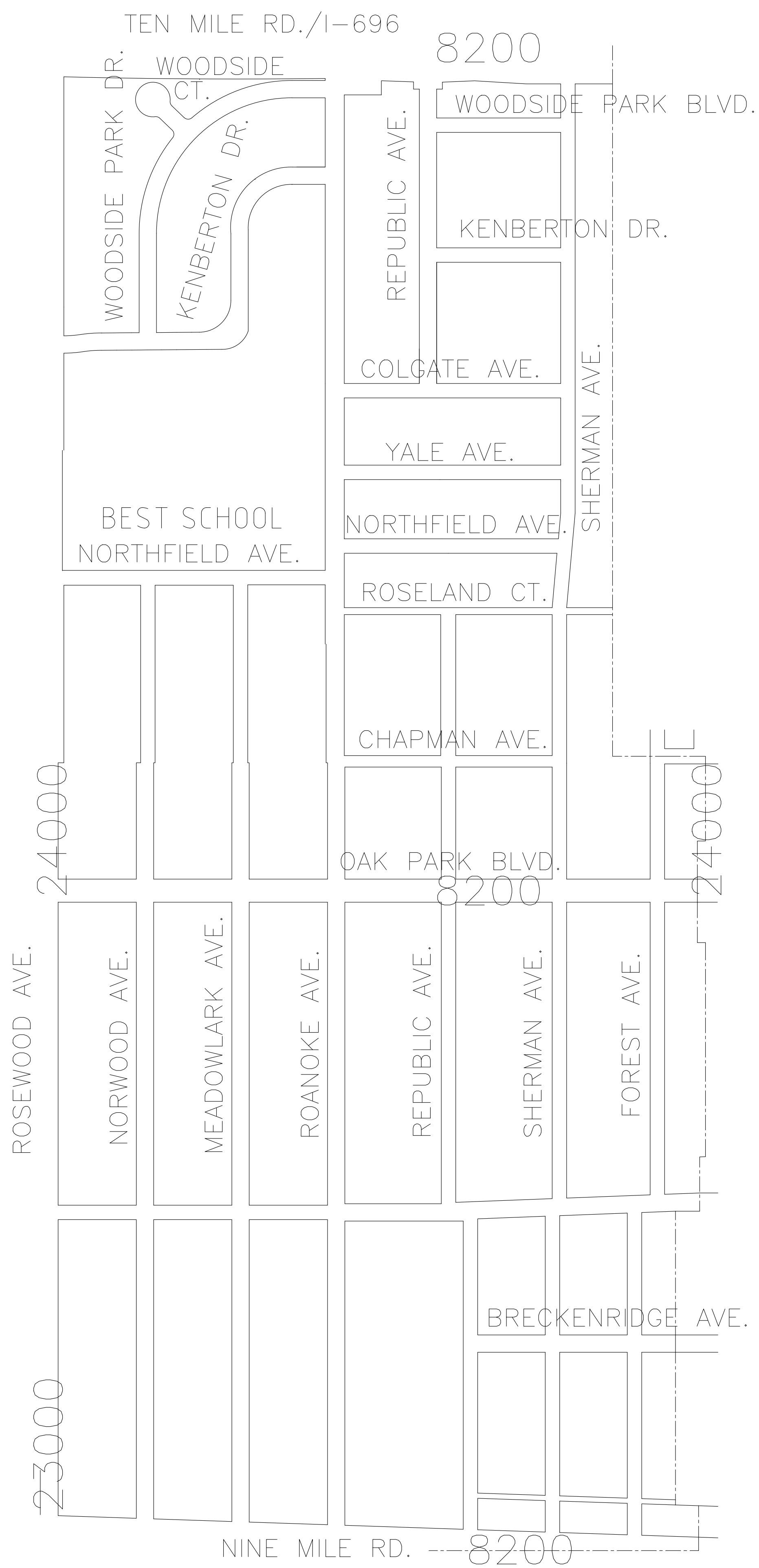
Approved By: Kara M. Grisamer
Kara Grisamer P.E., City Engineer
City of Oak Park, Michigan

04/29/2025
Date:

SECTION 19



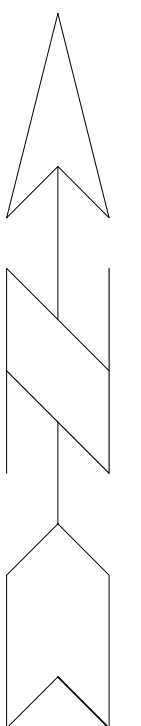
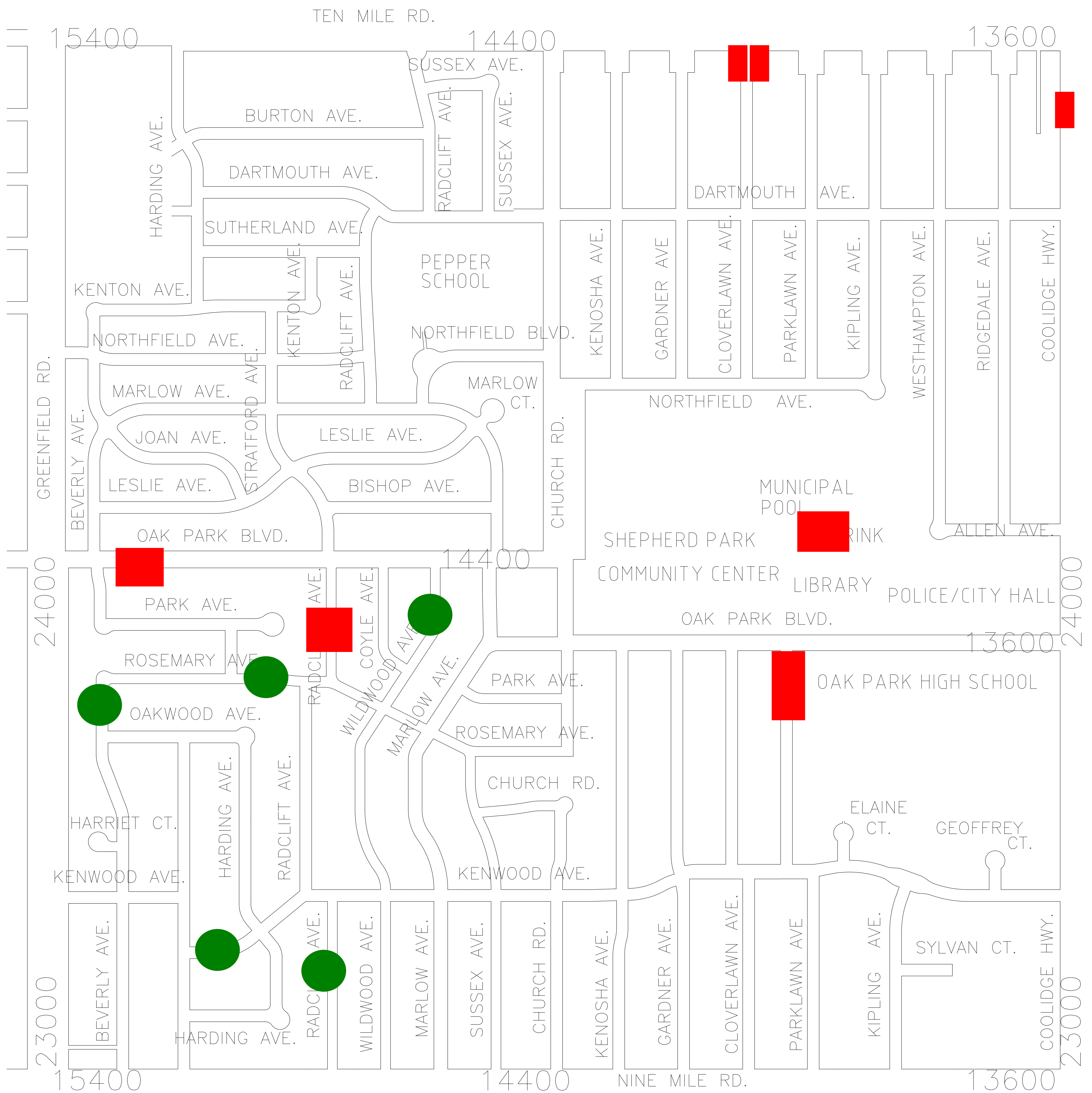
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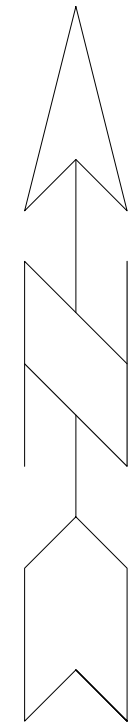
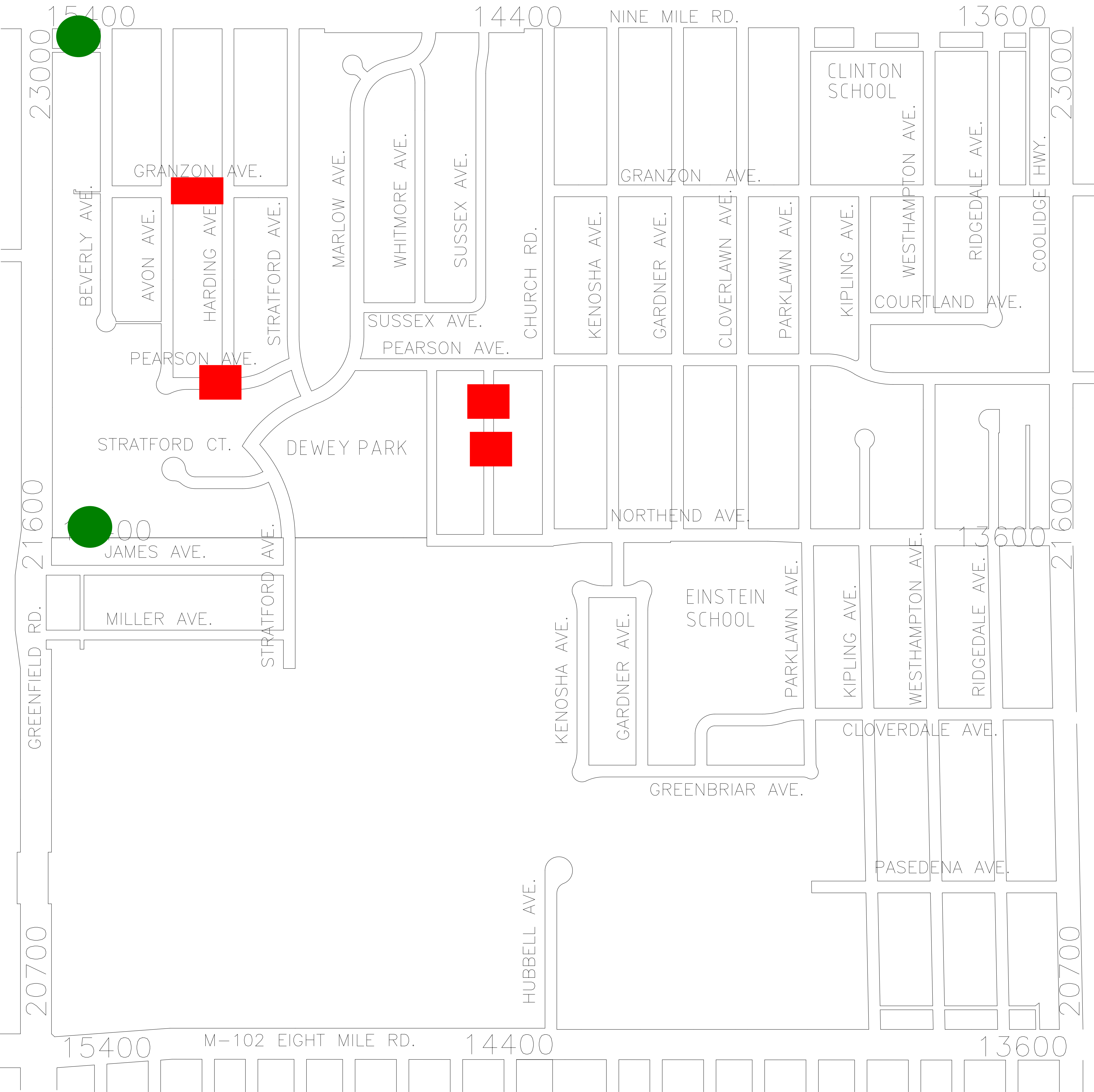
SECTION 29



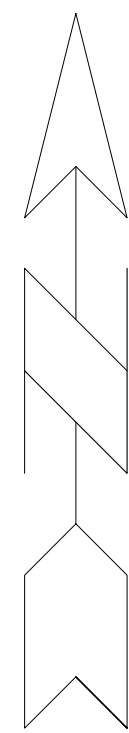
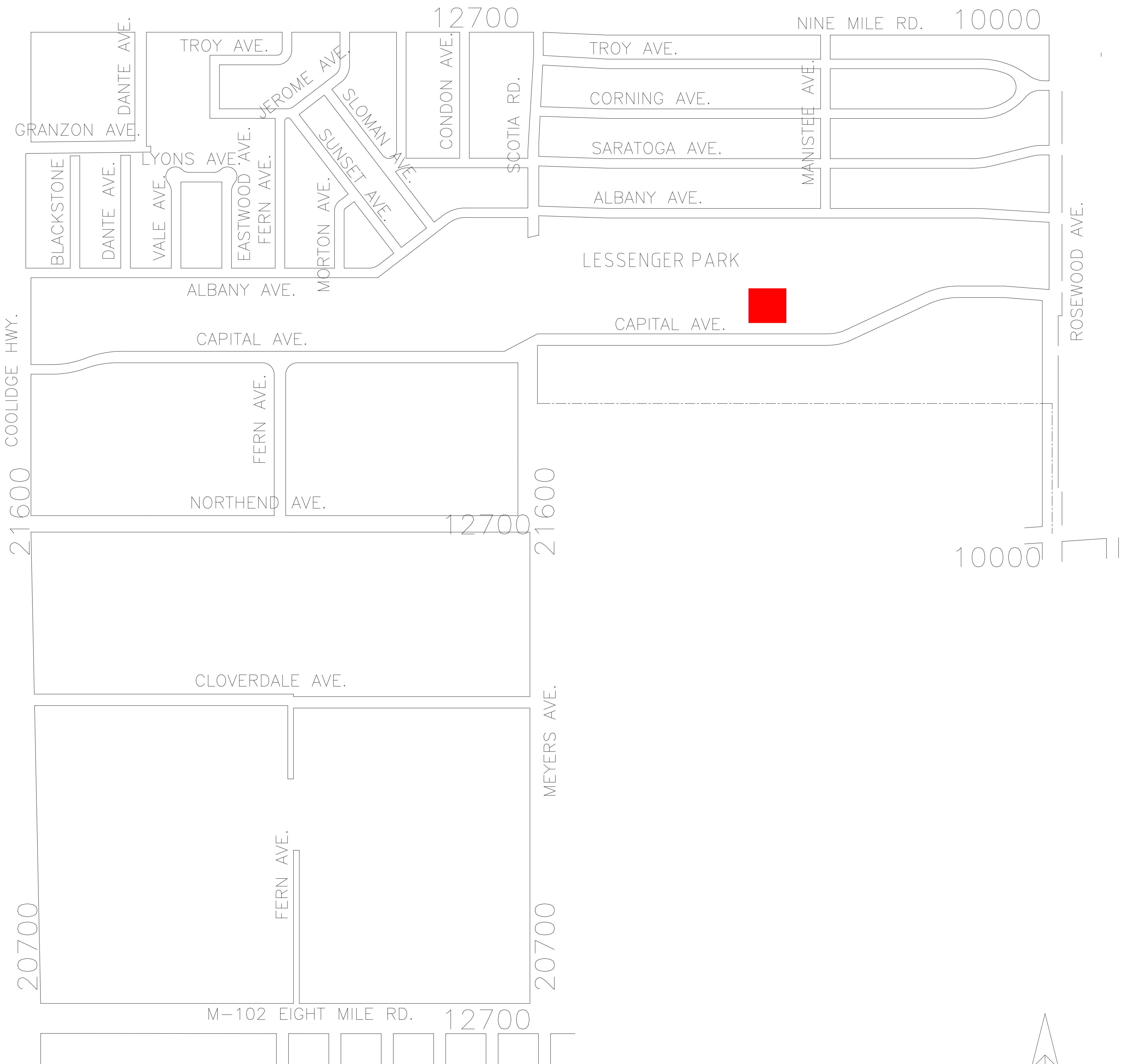
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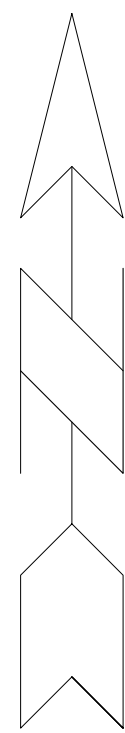
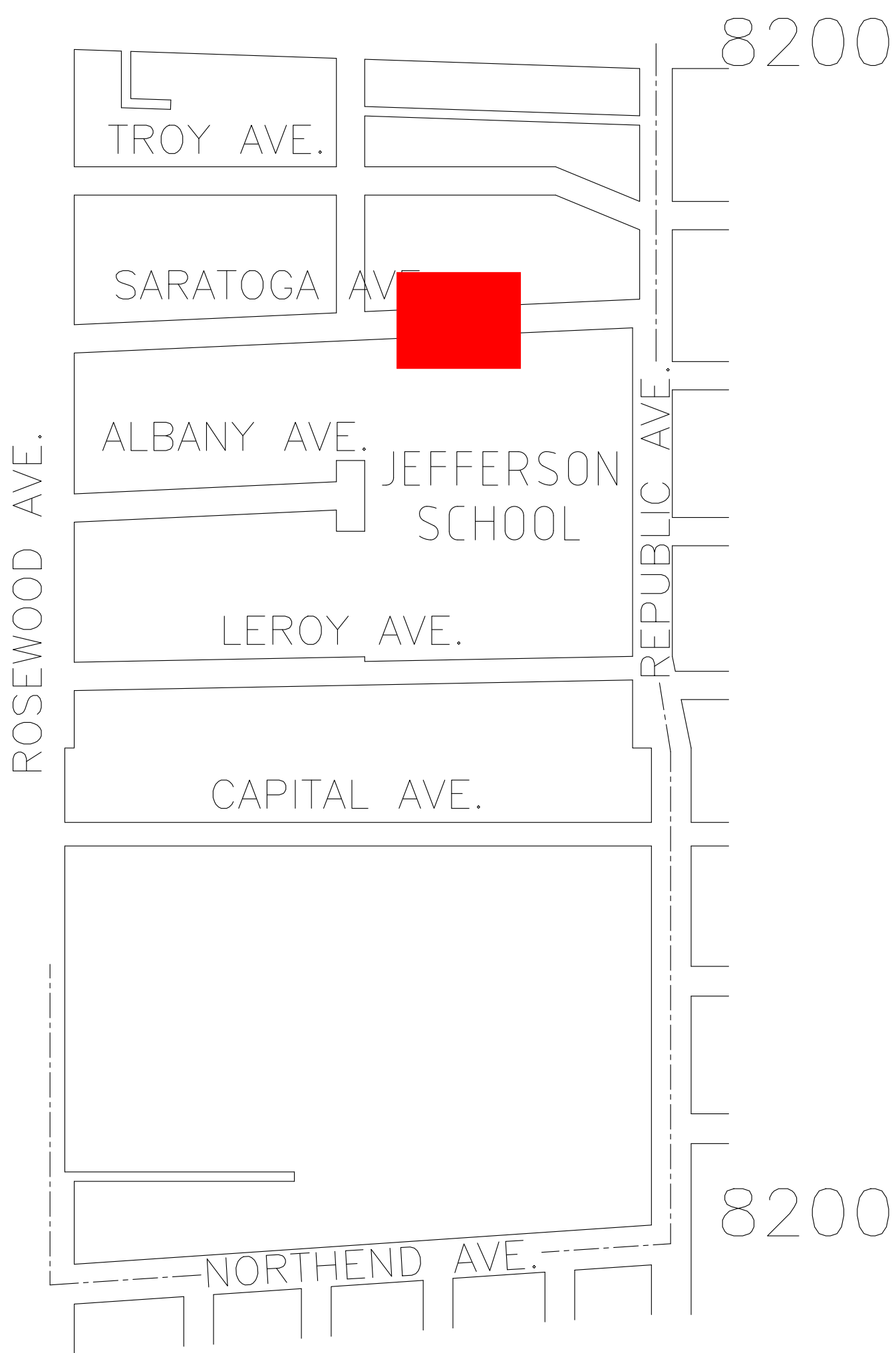
SECTION 31



SECTION 32



SECTION 33





CITY OF OAK PARK, MI STAFF REPORT

5.K

AGENDA FOR: May 5, 2025

SUBJECT: Approval of Pay Application No. 1 to DVM Utilities of Sterling Heights, MI for the 2025 Sewer Lining Project, M-777 in the amount of \$171,311.60.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Pay Application No. 1 for the 2025 Sewer Lining Project, M-777 by D.V.M. Utilities, Inc. of Sterling Heights, MI. This project includes sewer lining work throughout the city. The project is approximately 50% complete.

FINANCIAL STATEMENT:

Original Contract Amount:	\$242,896.00
Change Order No. 1:	\$107,912.00
New Contract Amount:	\$350,808.00
Total Earnings to Date:	\$180,328.00
Less Retainage:	\$9,016.40
Net Earned:	\$171,311.60
Deductions:	\$0.00
Balance:	\$171,311.60
Payments to Date:	\$0.00
Amount Due DVM Utilities, Inc.:	\$171,311.60

RECOMMENDED ACTION: It is recommended that Pay Application No. 1 for the 2025 Sewer Lining Project to D.V.M. Utilities, Inc. of Sterling Heights, MI be approved for the amount of \$171,311.60. Funding is available in the Water and Sewer Fund (592-18.550-970) for this expenditure.

EXHIBITS:

1. Pay Application No. 1
2. Project Map with addition

PAYMENT APPLICATION

PROJECT: 2025 Sewer Lining Project

OWNER: City of Oak Park, Michigan

CONTRACTOR: D.V.M Utilities, Inc.
6045 Sims Rd. Suite #2
Sterling Heights, MI 48313

JOB NUMBER: M-777

APPLICATION NO.: 1

PERIOD ENDING: 4/28/2025

ITEM	DESCRIPTION	ORIGINAL BID QUANTITY		UNIT PRICE		PERIOD QUANTITY		PERIOD AMOUNT		QUANTITY TO DATE		AMOUNT TO DATE
1	8" Sewer Pipe Lining	0	LFT	\$40.00		0.00		\$0.00		0.00		\$0.00
2	10" Sewer Pipe Lining	227	LFT	\$62.00		407.00		\$25,234.00		407.00		\$25,234.00
3	12" Sewer Pipe Lining	1,426	LFT	\$56.00		1,254.00		\$70,224.00		1,254.00		\$70,224.00
4	15" Sewer Pipe Lining	197	LFT	\$64.00		1,089.00		\$69,696.00		1,089.00		\$69,696.00
5	18" Sewer Pipe Lining	0	LFT	\$85.00		0.00		\$0.00		0.00		\$0.00
6	21" Sewer Pipe Lining	658	LFT	\$118.00		0.00		\$0.00		0.00		\$0.00
7	24" Sewer Pipe Lining	294	LFT	\$132.00		0.00		\$0.00		0.00		\$0.00
8	Reinstating Sewer Laterals Modified SP	73	EA	\$62.00		77.00		\$4,774.00		77.00		\$4,774.00
9	Sewer Lateral Protruding Lead Cutting	5	EA	\$192.00		0.00		\$0.00		0.00		\$0.00
10	Minor Traffic Device	1	LSUM	\$3,000.00		1.00		\$3,000.00		1.00		\$3,000.00
11	Project Clean Up	1	LSUM	\$1,500.00		0.00		\$0.00		0.00		\$0.00
12	Inspection Crew Days	31	DAYS	\$320.00		0.00		\$0.00		0.00		\$0.00
13	27" Sewer Pipe Lining	0	LFT	\$235.00		0.00		\$0.00		0.00		\$0.00
14	4' Spot Liner (Cloverlawn)	0	LSUM	\$7,400.00		1.00		\$7,400.00		1.00		\$7,400.00

Period Total Amount: \$180,328.00 Amount to Date: \$180,328.00

Original Contract Amount: \$242,896.00

Change Order No.1: \$107,912.00

New Contract Amount: \$350,808.00

Earnings This Period: \$180,328.00

Total Earnings to Date: \$180,328.00

Less Retainage: \$9,016.40

Net Earned: \$171,311.60

Deductions: \$0.00

Balance: \$171,311.60

Payments to Date: \$0.00

AMOUNT DUE D.V.M Utilities, Inc. \$171,311.60

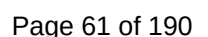
Accepted By: Karl J. Bates A.A.
D.V.M Utilities, Inc.

Date: 04/29/2025

Approved By: Kara M. Grisamer
Kara Grisamer P.E., City Engineer
City of Oak Park, Michigan

Date: 04/29/2025

Various Locations





CITY OF OAK PARK, MI STAFF REPORT

5.L

AGENDA FOR: May 5, 2025

SUBJECT: Request to approve Payment Application No. 4 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenosha, WI in the amount of \$3,275.00

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: Request to approve Payment Application No. 4 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenosha, WI in the amount of \$3,275.00

FINANCIAL STATEMENT: Attached is Payment Application No. 4 for the 2024 Block Pruning Project. This project includes the trimming, removal, and stumping of select trees around the City of Oak Park. This project is currently 15% complete.

RECOMMENDED ACTION: It is recommended that Payment Application No. 4 for the 2024 Block Pruning Project to Limb Walkers Tree & Snow, LLC of Kenosha, WI be approved in the amount of \$3,275.00. Funding is available in the Major Streets (202-18.479-801) and Local Streets (203-18.479-801) funds for this expenditure.

EXHIBITS:

1. Pay Application No. 4

PAYMENT APPLICATION

PROJECT: 2024 Block Pruning Project

APPLICATION NO.: 4

OWNER: City of Oak Park, MI

PERIOD ENDING: April 18, 2025

CONTRACTOR: Limb Walkers Tree and Snow
Kenosha, WI 53141

ITEM NO.	ITEM DESCRIPTION	UNIT	BID PRICE	PERIOD QUANTITY	PERIOD AMOUNT	QUANTITY TO DATE	AMOUNT TO DATE
1	Traditional Block Pruning (Raising)	Per Tree	\$50.00	0.00	\$0.00	0.00	\$0.00
2	Crown Cleaning	Per Tree	\$125.00	0.00	\$0.00	11.00	\$1,375.00
3	Tree Removals, 8" to 19" DBH	Per Tree	\$300.00	0.00	\$0.00	1.00	\$300.00
4	Tree Removals, 20" to 27" DBH	Per Tree	\$675.00	3.00	\$2,025.00	10.00	\$6,750.00
5	Tree Removals, 28" to 35" DBH	Per Tree	\$1,250.00	1.00	\$1,250.00	4.00	\$5,000.00
6	Tree Removals, 36" to 43" DBH	Per Tree	\$2,275.00	0.00	\$0.00	0.00	\$0.00
7	Tree Removals, 44" and over DBH	Per Tree	\$3,255.00	0.00	\$0.00	0.00	\$0.00
8	Stump Removal, 8" to 19" DBH	Per Tree	\$100.00	0.00	\$0.00	0.00	\$0.00
9	Stump Removal, 20" to 27" DBH	Per Tree	\$150.00	0.00	\$0.00	0.00	\$0.00
10	Stump Removals, 28" to 35" DBH	Per Tree	\$200.00	0.00	\$0.00	0.00	\$0.00
11	Stump Removal, 36" to 43" DBH	Per Tree	\$310.00	0.00	\$0.00	0.00	\$0.00
12	Stump Removals, 44" and over DBH	Per Tree	\$400.00	0.00	\$0.00	0.00	\$0.00

Period Amount:	\$3,275.00	Total Amount:	\$13,425.00
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Original Contract Amount: \$90,000.00

Earnings This Period: \$3,275.00

Total Earnings to Date: \$13,425.00

Deductions: \$0.00

Payments to Date: \$10,150.00

Amount Due to Limb Walkers: \$3,275.00



CITY OF OAK PARK, MI STAFF REPORT

5.M

AGENDA FOR: May 5, 2025

SUBJECT: Swimming Pool Use Agreement between the City of Oak Park and the City of Southfield

DEPARTMENT: Recreation

FROM: Laurie Stasiak, Recreation Director

SUMMARY: The City of Southfield closed their outdoor municipal swimming pool permanently a couple of years ago. This agreement would be our third year of allowing Southfield residents to use The City of Oak Park's Pool at the resident rate with proof of Southfield residency. The Oak Park's pool staff will create a tabulation for their swimmers to maintain an accurate count for each of our swim sessions. The City of Southfield will provide payment to the City of Oak Park for the difference per swimmer between the resident rate and the non – resident rate.

FINANCIAL STATEMENT:

RECOMMENDED ACTION: Request that City Council approve this agreement between The City of Oak Park and The City of Southfield. This agreement has been reviewed and approved by our city attorney.

EXHIBITS:

1. City of Southfield - Pool Agreement 2025

SWIMMING POOL USE
BETWEEN
THE CITY OF OAK PARK & THE CITY OF SOUTHFIELD

This Swimming Pool Use Agreement ("Agreement") is made and entered into as of the ____ day of ____, 2025, by and between the City of Oak Park, a Michigan municipal corporation ("Oak Park"), and the City of Southfield, a Michigan municipal corporation ("Southfield"), for the use of the Oak Park Municipal Swimming Pool, located at 14300 Oak Park Blvd, Oak Park, MI 48237 (the "Pool").

WHEREAS, Oak Park owns and maintains an outdoor municipal swimming pool located at 14300 Oak Park Blvd, Oak Park, MI 48237 that is conducive to hosting and holding recreational water activities; and

WHEREAS, Southfield is desiring that its residents have access to and use of the Pool as permitted by the terms of this Agreement.

NOW, THEREFORE, in consideration for the use of the Pool and of the mutual covenants and agreements herein set forth, Oak Park and Southfield agree as follows:

1. Use. Oak Park agrees to allow Southfield residents to use the Pool during the Term of this Agreement on the dates and times, and based on the rates as set forth herein (which may change from time to time at the discretion of Oak Park). Southfield expressly acknowledges and agrees that Oak Park reserves the right to close the Pool at any time, without notice to Southfield, for maintenance, cleaning, or staffing issues. Nothing in this Agreement shall be construed as a guarantee that Southfield residents will have access to the Pool at any time should any of these issues arise.

- A.) Southfield Residents shall have access to the Pool during its normal operating hours and shall pay the Oak Park pool use fee paid by Oak Park Residents ("the Resident Rate") with proof of Southfield residency.
- B.) The Resident Rate will be charged for Open Swim (Daily and Season Passes), Lap Swim, Water Aerobics, and Male-Only/Female-Only Swim sessions. Oak Park's Recreation Department will create a tabulation option in the registration software to maintain accurate counts of each activity for Southfield Residents.
- C.) Oak Park will also rent the Pool to the Southfield Parks & Recreation Department at the rate established in this Agreement on Saturdays and Sundays during the Term of the Agreement and designated as "Southfield Days."

D.) Oak Park will rent the Pool to the Southfield Summer Day Camps from 11:00-1:00 pm on the listed Fridays during the summer: 6/20/25, 6/27/25, 7/11/25, 7/18/25, 7/25/25, 8/1/25 and 8/8/25.

2. **Term.** Subject to the terms and conditions of this Agreement, the use granted in Section 1 above shall commence on **May 24, 2025** ("Commencement Date"), and shall expire **September 6, 2025** (the "Termination Date"). Both Oak Park and Southfield agree that each Party has the unrestricted right to terminate, revoke or otherwise cancel this Agreement upon thirty (30) days prior written notice of such intent.

3. **Fees.** Southfield shall remit payment to Oak Park for the Term of the Agreement as follows:

A.) Southfield Residents shall pay the Resident Rate for use of the Pool from **May 24, 2025 to September 6, 2025**, and Southfield shall pay Oak Park the difference per swimmer between the Resident Rate and the Non-Resident Rate.

B.) The Southfield Parks & Recreation Department is permitted to rent the facility up to six (6) times June 14th and 29th, July 13th and 26th and, August 9th and 17th, 2025 at the rate charged for a full-pool rental (\$310.00 per 2-hour session) during the Term of this Agreement. The full-pool rental will be for Southfield Residents only to use the Pool free-of-charge as designated in Section 1 as "Southfield Days".

C.) Southfield shall remit payment of the rental fees within thirty (30) days of the date of each invoice to the following address:

City of Oak Park
Attention: Recreation Department
14300 Oak Park Blvd.
Oak Park, MI 48237

D.) The Southfield Parks & Recreation Department is permitted to rent the facility from 11:00-1:00 pm on the listed Fridays: 6/20/25, 6/27/25, 7/11/25, 7/18/25, 7/25/25, 8/1/25 and 8/8/25. The rate charged for the full-pool rental will be (\$310.00 per 2-hour session) for Southfield Summer Day Camps during the Term of this Agreement.

4. **No Third-Party Beneficiaries.** Except as provided for the benefit of the Parties, this Agreement does not, and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right in favor of any other person or entity.

5. **Applicable Law.** This Agreement shall be governed by the laws of the State of Michigan, and any questions arising hereunder shall be construed and determined according to such laws.

6. **Entire Agreement.** This Agreement is the entire agreement between the Parties hereto with respect to the subject matter hereof and supersedes all prior agreements between the Parties with respect to the matter contained in this Agreement. Any waiver, modification, consent, or acquiescence with respect to any provision of the Agreement shall be set forth in writing and duly executed by both Parties. No waiver by any Party or any breach hereunder shall be deemed a waiver of any other subsequent breach.

7. **Assignment.** The City of Southfield shall have no right to assign, sublicense or otherwise transfer its rights hereunder.

8. **Notices.** All notices that may be or are required to be given by either party to the other hereunder shall be in writing. All notices hereunder shall be sufficiently given, made or delivered if served personally or by certified or registered mail, postage prepaid, addressed as follows:

City of Southfield Parks and Recreation

Attention: _____

26000 Evergreen Road

Southfield, MI 48076

With Copy to City Attorney's Office

26000 Evergreen Road

Southfield, MI 48076

City of Oak Park

Recreation Department

Attention: Laurie Stasiak

14300 Oak Park Blvd

Oak Park, MI 48237

9. **Signs.** Southfield may not place any temporary signs upon the Pool property without the prior and express written approval of Oak Park.

10. **Non-Exclusive:** This Agreement is not exclusive, and Oak Park reserves the right to use or permit others to use any part of the Pool for any purpose as long as such use does not unreasonably interfere with any of the uses agreed upon in this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the day and year first above written.

CITY OF OAK PARK:

Michigan Municipal Corporation

By: _____

Its: _____

By: _____

Its: _____

CITY OF SOUTHFIELD:

A Michigan Municipal Corporation:

By: _____

Its: _____

By: _____

Its: _____

MERCHANT'S LICENSES - MAY 5, 2025
(Subject to All Departmental Approvals)

NEW MERCHANT	ADDRESS	FEES	BUSINESS TYPE
SALON 313/ J UNITS LUXURY WIGS	21700 GREENFIELD RD # LL12	\$ 150.00	SALON
EKELMAN, RON	25900 GREENFIELD RD # 208	\$ 150.00	OFFICE

RENEWALS FOR 2025	ADDRESS	FEES	BUSINESS TYPE
TWITTY INVESTMENTS LLC	21751 COOLIDGE HWY	\$ 187.50	OFFICE
LINCOLN AUTO SERVICE	25761 COOLIDGE HWY	\$ 150.00	AUTO REPAIR
HAIR MOOD SALON	26035 COOLIDGE HWY	\$ 150.00	HAIR SALON
AMERICAN MEDICAL CENTER	20820 GREENFIELD RD	\$ 225.00	CLINIC
THE WELLNESS PLAN	21040 GREENFIELD RD	\$ 225.00	MEDICAL
FEDERAL EXPRESS	21200 GREENFIELD RD	\$ 225.00	PACKAGE DELIVERY
DELUXE DENTAL	23350 GREENFIELD RD # 100	\$ 225.00	DENTAL
SUNNYSIDE ENRICHMENT CENTER	10440 W NINE MILE RD	\$ 225.00	DAYCARE
HAPPY'S PIZZA #7	13700 W NINE MILE RD	\$ 225.00	RESTAURANT
GOOD HEALTH PHARMACY	15300 W NINE MILE RD # 2	\$ 225.00	PHARMACY

MASSAGE FACILITY LICENSE - May 5, 2025
(Subject to All Departmental Approvals)

NAME	ADDRESS	FEES	FEE
OAK MIND AND BODY	8750 W 9 MILE	\$125.00	Massage Facility



CITY OF OAK PARK, MI STAFF REPORT

7.A

AGENDA FOR: May 5, 2025

SUBJECT: Oakland County/MSUFCU Grant Check Presentation

DEPARTMENT: Economic and Community Development

FROM: Michelle Bishop, Manager of Authorities

SUMMARY: Local Oak Park entrepreneur, Tori Webster of Best Friends Day Care, is being awarded a \$2,325 Main Street Connected Grant from MSU Federal Credit Union and Main Street Oakland County. This award will enable them to implement a Website/Social Media/Digital Marketing program, including the purchase of CRM software. The award will be presented by representatives from MSU Federal Credit Union and Main Street Oakland County.

FINANCIAL STATEMENT: NA

RECOMMENDED ACTION: NA

EXHIBITS:

None



CITY OF OAK PARK, MI STAFF REPORT

8.A

AGENDA FOR: May 5, 2025

SUBJECT: Award bids for the 2025 Event Hub Project in the total amount of \$2,372,337.00.

DEPARTMENT: Department of Public Works

FROM: Dave DeCoster, DPW Director

SUMMARY: At the November 4, 2024 regular meeting of the Oak Park City Council, the request to bid the 2025 Event Hub Project was approved (CM-11-319-2024). The project was advertised and on April 29, 2025 bids were received and opened. Below are the lowest qualified bidders for select portions of the work:

<u>Bid Category:</u>	<u>Category Description:</u>	<u>Contrator Name:</u>	<u>Contract Amount:</u>
A	Earthwork and Site Utilities	Verdeterre Contracting	\$444,000.00
C	Fencing	Nationwide Construction Group	\$60,120.00
D	Concrete Foundations	Poured Brick Walls	\$219,669.00
H	Structural Steel	Ross Structural Steel	\$783,000.00
GG	Electrical	Electrotec Contracting	\$865,548.00

FINANCIAL STATEMENT: Funding is available in the Parks and Recreation Improvement Fund (407-18.444-970) for this project.

RECOMMENDED ACTION: It is recommended that the City Council award the above bids for the 2025 Event Hub Project for the total amount of \$2,372,337.00. These approvals are only a portion of the bid categories on the Event Hub Project. The remaining bids are still being evaluated and contractors are being interviewed. The remaining category approvals and project guaranteed maximum price (GMP) will be presented at a future City Council Meeting. Funding is available in the Parks and Recreation Improvement Fund (407-18.444-970) for this project.

EXHIBITS:

1. FRS Recommendation Packet



April 30, 2025

Mr. David DeCoster
Deputy City Manager/Director of Public Works
City of Oak Park
Department of Public Works
10600 Capital St.
Oak Park, MI 48237

RE: Contract Recommendation Set Number 1 for Oak Park Event Hub and Bandshell

Dear Mr. DeCoster:

Frank Rewold and Sons Inc. is thankful for the opportunity to be your construction manager and advocate on the construction of your project. We are pleased to present our first set of contract recommendations for the Oak Park Event Hub and Bandshell project. Please find these documents enclosed. These documents were prepared and are based on documents issued by Neumann Smith called Bids and Permits dated March 26, 2025 and Addendum 1 dated April 22, 2025. As part of the documents, Frank Rewold and Sons' Project Manual is included, including Bid Memorandum 1 dated April 24, 2025.

Due to the time constraints on the bid process and to meet Oak Park's expectations, the contract recommendations will be submitted in parts. The enclosed recommendations encompass the early subcontract awards required to commence the project. The full set of contract recommendations and guaranteed maximum price proposal will follow for board approval at a future board meeting.

Frank Rewold and Sons Inc. accepted bids for the Oak Park Event Hub and Bandshell project on Tuesday, April 29, 2025 at 2:00 p.m. A public bid opening was held Tuesday, April 29, 2025 at 2:00 p.m., and bids were sealed upon delivery, publicly opened, and read aloud.

A total of 12 bids were received for these bid categories. Frank Rewold and Sons Inc. interviewed the lowest qualified bidders and based on the interviews, recommend the attached contract awards.

Please contact us at (248) 310-0809 if you have any questions regarding the bid process or this document. We look forward to commencing construction and thank you once again for the trust and confidence to deliver this exceptional project for you.

Sincerely,

FRANK REWOLD AND SONS INC.

Kurt Ryder
Senior Estimator

Cc:

1. Philip Herriges, Neumann Smith
2. Jason Rewold, FRS
3. Lillian Wilson, FRS
4. Jordan Sirhan, FRS
5. Dan Nelson, FRS
6. Brad Detwiler, FRS

Attachments:

FRANK REWOLD & SONS INC.

CONSTRUCTION MANAGER | GENERAL CONTRACTOR
303 E. THIRD STREET | SUITE 300 | ROCHESTER, MICHIGAN 48307 | p 248.651.7242





1. Contract Recommendation Summary
2. Contract Recommendations
3. Bid Results

Contract Recommendation Summary

Bid Category	Contractor	Contract Amount
Bid Category A - Earthwork and Site Utilities	Verdeterre Contracting	\$ 444,000
Bid Category C - Fencing	RMD Holdings d.b.a. Nationwide Construction Group	\$ 60,120
Bid Category D - Concrete Foundations	Poured Brick Walls	\$ 219,669
Bid Category H - Structural Steel and Miscellaneous Metals	Ross Structural Steel	\$ 783,000
Bid Category GG - Electrical	Electrotec Contracting	\$ 865,548
Sub-Total		\$ 2,372,337

Contract Recommendations

Contract Recommendations		Subtotals	Totals
Bid Category A - Earthwork and Site Utilities			
Verdeterre Contracting	Base Bid	\$ 444,000	
7994 Belleville Rd.	T.A. - Furnish and install of landscape underdrains	-	
Belleville, MI 48111	T.A. - From the top of footing excavation in the base bid, to undercut entire band shell building footprint area including the storage room area to average bottom of topsoil	-	
	T.A. - As an add to Trade Alternate #2, to undercut entire band shell building footprint area including the storage room area an additional 2' to average bottom of potential fill	-	
	T.A. - Load and haul off cut material used in the base bid as fill at building pads and import approved fill.	-	
	T.A. - Screening of topsoil, for topsoil to be placed on site	-	
	T.A. - Furnish and install 1x3 and 21AA crushed concrete imported and placed for temporary drives, parking and staging areas per the site logistics plan	-	
	T.A. - Furnish and install of irrigation sleeves	-	
	T.A. - Sawcut and remove concrete required for tapping existing sanitary sewer manhole	-	
	Performance and Labor Bond	-	
	Contract Recommendation		\$ 444,000
Bid Category C - Fencing			
RMD Holdings d.b.a. Nationwide Construction Group	Base Bid	\$ 60,120	
69951 Lowe Plank Rd.	T.A. - Temporary fencing identified on logistics plan and tie temporary into existing fence	-	
Richmond, MI 48062	T.A. - Remove initially installed temporary fencing after partial duration of construction and change to 6' chain link temporary stand fence at the areas noted in green on the logistics plan	-	
	T.A. - Remove initially installed temporary fencing after partial duration of construction and move same post driven fencing to the area noted in blue on the logistics plan	-	
	T.A. - Reuse existing fence posts at relocated fence, if salvageable	-	
	T.A. - Haul spoils generated by this trade off site	-	
	Performance and Labor Bond	-	
	Contract Recommendation		\$ 60,120
Bid Category D - Concrete Foundations			
Poured Brick Walls	Base Bid	\$ 219,669	
8001 Park Place	T.A. - Have the earthwork contractor leave the excavation at bottom of lowest footing and eliminate excavation for work of this trade	-	
Brighton, MI 48116	T.A. - Add 24" diameter frost depth concrete foundations and embedment of sleeve for removable bollards at decorative bollards	-	
	T.A. - Add frost footings at overhead doors	-	
	T.A. - Add foundations (non winter conditions depth) at interior locations noted as contractor's option that are assumed to be thickened slabs by others in the base bid	-	
	T.A. - Haul spoils generated by this trade off site	-	
	Performance and Labor Bond	-	
	Contract Recommendation		\$ 219,669
Bid Category H - Structural Steel and Miscellaneous Metals			
Ross Structural Steel	Base Bid	\$ 798,000	
110 E. Robinwood St.	T.A. - Delete framing for mechanical screen wall framing	-	
Detroit, MI 48203	T.A. - Furnish, install, and remove stand alone mock-up for AESS	(5,000)	
	T.A. - Furnish and install interior roof ladder	(10,000)	
	Performance and Labor Bond	-	
	Contract Recommendation		\$ 783,000
Bid Category GG - Electrical			
Electrotec Contracting	Base Bid	\$ 867,348	
46582 Erb Dr.	T.A. - Furnish and install all electrical work associated with irrigation booster pump as indicated on I101, I102, and specifications, including all control wiring, disconnects, etc. as required	-	
Macomb, MI 48042	T.A. - Change from L7 lights to L7-ALT lights	-	
	T.A. - Add wiring of push buttons to operator and from operator to power J-box for auto operators	-	
	T.A. - Add a switch to control the circuit to the fire pit	-	
	T.A. - Furnish and install low voltage wiring and final connections for electrified door hardware to power supply provided by others. Reference door schedule and door hardware sets	-	
	T.A. - Furnish and install of 2" weather head, integration of bi-directional alarm outputs and fire alarm control panel, and 15 amp circuit for distributed antenna/amplifier system	-	
	P.B. - Delete permit and inspection fees per Oak Park	(1,800)	
	Performance and Labor Bond	-	
	Contract Recommendation		\$ 865,548
Total Contract Recommendations			\$ 2,372,337



Category No. :
Project:
Bid Category/Description:

A

11467 - Oak Park Event Hub and Bandshell

Earthwork and Site Utilities

Bids Due:4/29/2025 at 2:00 p.m.

Bids Opened:4/29/2025 at 2:00 p.m.

Company	Base Bid	Bid Memo #1	N/A	N/A	N/A	N/A	PLM Bond	Iran Economic Sanctions	Familial Disclosure	Bid Security	Comments
Eagle Excavation Inc	\$474,000	X					\$4,000	☒	☒	☒	
Verdeterre Contracting, Inc	\$444,000	X					\$5,000	☒	☒	☒	
East Edge Excavating	\$585,319	X					\$7,500	☒	☒	☒	
								☐	☐	☐	
								☐	☐	☐	
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								☐	☐	☐	
								☐	☐	☐	
Apparent Low Bidder:	\$444,000.00										

Company Name:

Bids Recorded By: Kurt Ryder, Frank Rewold and Sons Inc.

Witnessed By: Dave DeCoster, City of Oak Park

Verdeterre Contracting, Inc



Category No. :
Project:
Bid Category/Description:

C

11467 - Oak Park Event Hub and Bandshell

Fencing

Bids Due: 4/29/2025 at 2:00 p.m.

Bids Opened: 4/29/2025 at 2:00 p.m.

Company	Base Bid	Bid Memo #1	N/A	N/A	N/A	N/A	PLM Bond	Iran Economic Sanctions	Familial Disclosure	Bid Security	Comments
Nationwide Construction Group	\$60,120	X					\$300	☒	☒	☒	
								☐	☐	☐	
								☐	☐	☐	
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Apparent Low Bidder:	\$ 60,120.00										

Company Name: Nationwide Construction Group

Bids Recorded By: Kurt Ryder, Frank Rewold and Sons Inc.

Witnessed By: Dave DeCoster, City of Oak Park



Category No. :
Project:
Bid Category/Description:

D

11467 - Oak Park Event Hub and Bandshell

Concrete Foundations

Bids Due:4/29/2025 at 2:00 p.m.

Bids Opened:4/29/2025 at 2:00 p.m.

Company	Base Bid	Bid Memo #1	N/A	N/A	N/A	N/A	PLM Bond	Iran Economic Sanctions	Familial Disclosure	Bid Security	Comments
Poured Brick Walls	\$219,669	X					\$3,138	☒	☒	☒	
								☐	☐	☐	
								☐	☐	☐	
								☐	☐	☐	
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Apparent Low Bidder:	\$219,669.00										

Company Name: Poured Brick Walls

Bids Recorded By: Kurt Ryder, Frank Rewold and Sons Inc.

Witnessed By: Dave DeCoster, City of Oak Park



Category No. :

Project:

Bid Category/Description:

H

11467 - Oak Park Event Hub and Bandshell

Structural Steel and Miscellaneous Metals

Bids Due:

4/29/2025 at 2:00 p.m.

Bids Opened:

4/29/2025 at 2:00 p.m.

Company	Base Bid	Bid Memo #1	N/A	N/A	N/A	N/A	PLM Bond	Iran Economic Sanctions	Familial Disclosure	Bid Security	Comments
Campbell & Shaw Steel Inc.	\$885,000						\$18,000	☒	☒	☒	
Cass Erectors and Fabricators	\$818,820	X					\$5,740	☒	☒	☒	
B&A Structural Steel LLC	\$910,194	X					\$7,851	☒	☒	☒	
Ross Structural Steel	\$798,000	X					\$12,000	☒	☒	☒	
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								☐	☐	☐	
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Apparent Low Bidder:	\$ 798,000.00										

Company Name: Ross Structural Steel

Bids Recorded By: Kurt Ryder, Frank Rewold and Sons Inc.

Witnessed By: Dave DeCoster, City of Oak Park



Category No. :
Project:
Bid Category/Description:

GG
11467 - Oak Park Event Hub and Bandshell
Electrical

Bids Due:	4/29/2025 at 2:00 p.m.
Bids Opened:	4/29/2025 at 2:00 p.m.

Company	Base Bid	Bid Memo #1	N/A	N/A	N/A	N/A	PLM Bond	Iran Economic Sanctions	Familial Disclosure	Bid Security	Comments
E.L. Electrical Contracting	\$932,000	X					\$9,800	☒	☒	☒	
RH Electrical Services	\$1,065,000						\$12,855	☒	☒	☒	Voluntary Alternates
Electrotec Contracting	\$867,348	X					\$11,441	☒	☒	☒	Voluntary Alternates
								☐	☐	☐	
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Apparent Low Bidder:	\$ 867,348.00										

Company Name: Electrotec Contracting

Bids Recorded By: Kurt Ryder, Frank Rewold and Sons Inc.

Witnessed By: Dave DeCoster, City of Oak Park



CITY OF OAK PARK, MI STAFF REPORT

9.A

AGENDA FOR: May 5, 2025

SUBJECT: First reading of proposed text amendments to the City of Oak Park Zoning Ordinance in the following sections: Article 1, Division 2; Article 2, Division 2; Article 2, Division 3; Article 2, Division 4; Article 3, Division 1; Article 3, Division 2; Article 4, Division 1; Article 4, Division 2; Article 4, Division 3; Article 4, Division 4; Article 5, Division 1; Article 5, Division 2; Article 5, Division 3; Article 5, Division 4; Article 5, Division 5; Article 6, Division 1.

DEPARTMENT: Economic and Community Development

FROM: Salam Habhab, Economic Development and Planning Specialist, Kim Marrone, Director of Municipal Services

SUMMARY: At the April 21, 2025 meeting, the Planning Commission conducted a Public Hearing regarding proposed text amendments to the City of Oak Park Zoning Ordinance.

The Economic Development and Planning Department has identified areas of improvement in specific sections of the Zoning Ordinance. The proposed text amendments incorporate clarifications, additions, and deletions to specific sections, as well as address inconsistencies such as incorrect cross-references, formatting, redundant sections, and outdated references to approval bodies. These improvements address emerging land use trends, respond to businesses' feedback regarding specific zoning districts and regulations, be consistent with State & Federal laws and regulations, and contribute to a more consistent and clear zoning ordinance.

At the meeting, the Planning Commission voted to approve and recommend to the City Council adoption of the proposed zoning text amendments.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that the City Council approve the first reading of the proposed text amendments to the City of Oak Park Zoning Ordinance.

EXHIBITS:

1. Resolution - Zoning Ordinance Amendments 2025-05-05
2. Proposed Zoning Amendments - PC 2025-04-21

CITY OF OAK PARK, MICHIGAN

ORDINANCE NO. _____

AN ORDINANCE TO AMEND ARTICLE 1. DIVISION 2. DEFINITIONS; ARTICLE 2. DIVISION 2. RESIDENTIAL DISTRICTS; ARTICLE 2. DIVISION 3. COMMERCIAL/MIXED-USE/OFFICE DISTRICTS; ARTICLE 2. DIVISION 4. INDUSTRIAL DISTRICTS; 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 5. DIVISION 1. SITE PLAN REVIEW; ARTICLE 5. DIVISION 2. PLANNED UNIT DEVELOPMENT (PUD) OVERLAY; ARTICLE 5. DIVISION 3. CONDITIONAL LAND USES; ARTICLE 5. DIVISION 4. SPECIAL LAND USES; ARTICLE 5. DIVISION 5. CONDOMINIUM DEVELOPMENT STANDARDS; ARTICLE 6. DIVISION 1. NON-CONFORMING USES, STRUCTURES, AND LOTS OF
APPENDIX A - ZONING OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MICHIGAN.

THE CITY OF OAK PARK, MICHIGAN ORDAINS:

SECTION 1. Article 1, Division 2, Definitions of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended and re-alphabetized the remaining listed definitions, as follows:

Sec. 110. Definitions C-D.

Add a definition to “cocktail lounges,” as follows

Cocktail lounges: An establishment primarily engaged in the serving of alcoholic beverages for consumption on the premises. While the service of food may be incidental to the primary purpose, the establishment is not a restaurant. Cocktail lounges often feature a full bar, seating areas designed for socializing and relaxation and may offer entertainment such as live music or DJs. The use encompasses a range of establishments, from traditional bars to more specialized craft cocktail venues.

Sec. 112. Definitions G-H.

Amend the “hard surface” definition, as follows:

Hard surface. ~~For a single family home,~~ hard surface consists of ~~MDOT 22A or 23A gravel, brick,~~ asphalt or concrete meeting the construction specifications of the city.

Sec. 120. Definitions W-Z

Add a definition to “zoning administrator or zoning official,” as follows

Zoning administrator or zoning official. A person designated by the city to administer and enforce the provisions of the zoning ordinance. In some instances, the city planner may serve as the zoning administrator/official.

SECTION 2. Article 2, Division 2, Residential Districts of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 211. Residential uses.

Amend the listed uses under each listed use category of Table 211.1 Residential Districts Uses, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 211.1 Residential Districts Uses					
Use	R-1	R-2	RM-1	RM-2	Add'l Req'ts
Educational					
Educational institutions, including private and parochial preschool, elementary, middle, and high schools	SLU	SLU			Sec. 557 hf
Student dormitories - Private	SLU	SLU			Sec. 557 qn
Public, semi-public, assembly uses					
Cemeteries			SLU		Sec. 557 dc

Sec. 212. Provisions applicable to residential districts.

Amend provisions 212.b.1 and 212.d, as follows: *All other provisions, not listed below, remain unchanged*

1. Each building designed solely for the exclusive use as senior citizen dwelling units shall have at least 50 square feet of additional floor area per dwelling unit for each unit less than 650 square feet, contained elsewhere in such senior citizen apartment building for the use by occupants exclusively for group physical therapy, recreation, hobbies, library, meeting rooms, lounge area, common dining and kitchen facilities, or similar approved accessory uses as may be approved by the ~~city council~~ **planning commission** as additional floor area for a senior citizen dwelling unit.
- d. Garage sales. The home owner or occupant may conduct a garage sale in accordance with requirements set forth in **Article IX Section 22-375 of this General Code**.

Sec. 215. Required conditions.

Add provision 215.e under "All Residential Districts," as follows: *All other provisions, not listed below, remain unchanged*

- e. **In R-1 and R-2 districts, 50% of the front yard must be maintained as landscaped, green space. Permeable pavers or other semi-hardscape materials do not qualify as landscaped, green space.**

Amend the provision under “RM-1 and RM-2 Districts,” as follows:

- a. In all RM-1 and RM-2 multi-family dwelling districts on the property line between such districts and R-1 and R-2 residential districts, and on the property line between any other districts, there shall be erected a brick or other decorative screening wall not less than six feet high, nor more than eight feet high, such wall to be approved as to the design and material by the planning commission ~~and city council~~. This screening provision is not required for two-family dwellings constructed within the RM-1 and RM-2 multi-family dwelling districts.

SECTION 3. Article 2, Division 3, Commercial/Mixed-use/Office Districts of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 221. Commercial mixed-use table.

Amend the listed uses under each listed use category of Table 221.1 Commercial and Mixed-Use Districts Uses, as follows: All other provisions of the table, not listed below, remain unchanged. The added uses shall be listed alphabetically under each category.

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
Office and Medical								
Financial institution such as banks or credit unions		P	P		P	P	P	
Hospital		SLU	SLU					Sec. 557 kh
Pharmacy	P	P	P		P		P	
Restaurants, entertainment, and recreation								
Brewery, micro-brewery, brewpub; winery; distillery	CLU	CLU	CLU		CLU	CLU	CLU	Sec. 544 ep
Cocktail lounges	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544 p
Event facility		P			CLU		CLU	Sec. 544j
Health, fitness, and exercise centers	P	P	P		P	P	P	Sec. 544i
Rehabilitation of historic buildings into restaurants, museums, and performing arts centers				CLU				Sec. 544 vu
Restaurant serving alcohol	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544 ep

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
Restaurants, including carry-out	P	P	CLU	P	P	P	P	Sec. 544 xw
Restaurants, drive-thru		CLU					SLU	Sec. 544 i (557 fd)
Restaurants, walk-up windows	CLU	CLU				CLU	CLU	Sec. 544 wv
Retail sales and services								
Commercial television and radio broadcasting offices and studios				SLU P				Sec. 557 e
General retail sales and services	P	P	CLU		P	CLU	P	Sec. 544 aa z and b baa
Pawnbrokers		SLU						Sec. 557 nk
Personal and business service establishments	P	P	CLU		P			Sec. 544 b baa
Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission	CLU	CLU			CLU	CLU	CLU	Sec. 544 zy
Tattoo parlor (Body art services, including microblading, branding, body piercing)	CLU	CLU						Sec. 544 ee dd
Transportation and auto uses								
Automobile washes, automatic or self-service		CLU				SLU		Sec. 544 c
Industrial, construction, and storage								
Manufacturing, packaging, assembly, or fabrication of products						CLU		Sec. 544 p
Research or testing laboratories			SLU	SLU				Sec. 557 el
Small manufacturing and production establishment	CLU	CLU			CLU	CLU	CLU	Sec. 544 ed cc

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
Animals and agricultural								
Garden center/nursery	-	SLU	-	-	-	SLU	-	Sec. 557i
Veterinary hospital/clinic		CLU						Sec. 544ff ee
Educational								
Educational institutions, including private and parochial preschool, elementary, middle, and high schools	SLU	SLU	SLU	SLU				Sec. 557hf
Performing and fine arts schools or studios	P	P	P		P	P	P	Sec. 544s
Student dormitories - Private				SLU				Sec. 544p57n
Accessory								
Drive-through window facilities		SLU					SLU	Sec. 557fd
On-premises alcoholic beverages	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544ep
Outdoor retail display and sales (commercial)		CLU						Sec. 544rq
Outdoor storage		SLU						Sec. 557mj
Retail businesses with adult novelties		CLU						Sec. 544yx

Sec. 222. Provisions applicable to commercial districts.

Amend provision 222.d, as follows:

- d. Accessory uses customarily incidental to the above permitted uses, only when conducted within a completely enclosed building, ~~subject to the following restrictions:~~

Sec. 225. Schedule of regulations.

Amend the superscript notes for MX-1 and MX-2 districts of the table, as follows: All other provisions of the table, not listed below, remain unchanged.

	Height				Setbacks (feet)				
	Min.		Max.		Front		Sides (min.)		Rear
	Stories	Ft.	Stories	Ft.	Min.	Max.	Least 1	Total 2	Min.
MX-1		25		45 ³	0 ³²	10	0	0	0
MX-2		25		45 ³	10	70 ²	0	0	0

SECTION 4. Article 2, Division 4, Industrial Districts of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 231. Industrial use table.

Add a table title and amend the listed uses under each listed use category, as follows: All other provisions of the table, not listed below, remain unchanged. The added uses shall be listed alphabetically under each category.

Table 231.1 Industrial District Uses			
Use	LI	IF	Add'l Req'ts
Residential			
Mobile homes		SLU	Sec. 557 h ⁱ
Restaurants, entertainment, and recreation			
Brewery, microbrewery, brewpub; winery; distillery	CLU	CLU	Sec. 544 q ^p
Cocktail lounges		CLU	Sec. 544 p ^p
Golf driving ranges and miniature golf courses	SLU		Sec. 557 f ^g
Restaurant serving alcohol		CLU	Sec. 544 p ^p
Restaurants, including carry-out		P	
Restaurants, walk-up windows		CLU	Sec. 544 v ^v
Retail sales and services			
Commercial television and radio broadcasting offices and studios	P	P	Sec. 557e
General retail sales and services		P	Sec. 544aa and bb
Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission		CLU	Sec. 544 z ^{zy}
Transportation and auto uses			
Automobile repair establishments (major repair)	CLU	CLU	Sec. 544 a ^a
Industrial, construction, and storage			
Dry cleaning plant	SLU	SLU	Sec. 557 g ^{ge}
Manufacturing, packaging, assembly, or fabrication of products	P	P	Sec. 544p
Research or testing laboratories	P	P	Sec. 557o
Salvage yard	SLU		Sec. 557 p ^{pm}
Self-storage facilities	CLU	CLU	Sec. 544 ee ^{ebb}

Table 231.1 Industrial District Uses			
Use	LI	IF	Add'l Req'ts
Small manufacturing and production establishment	P	P	Sec. 544dd
Trucking terminals	SLU		Sec. 557fo
Animals and agricultural			
Veterinary hospital/clinic	CLU		Sec. 544ffce
Educational			
Performing and fine arts schools or studios	CLU	P	Sec. 544ts
Accessory			
Outdoor retail display and sales (commercial)	CLU		Sec. 544fq
Outdoor storage	CLU		Sec. 544.r (557lj)

Sec. 232. Provisions applicable to industrial districts.

Amend provisions 232.b and 232.d, as follows: All other provisions, not listed below, remain unchanged.

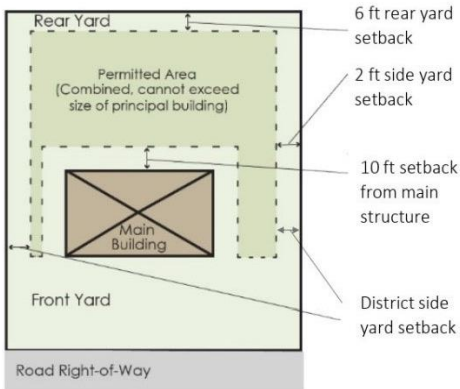
- b. Outdoor storage which is clearly accessory to the permitted use, limited in scale, and incidental to the primary indoor use(s) of the site, subject to the provisions of section 557mj.
- d. Where the outdoor placement of an aboveground storage tank is necessary, the storage tank must be completely 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.

SECTION 5. Article 3, Division 1, General Provisions of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 300. Accessory buildings, structures, and uses (see figure 3.1 accessory buildings and structures location standards).

Add “Figure 3.1 Accessory buildings and structures location standards” above the picture, as follows: All other provisions, not listed below, remain unchanged.

Figure 3.1 Accessory buildings and structures location standards



Sec. 301. Adult and child care facilities.

Amend the child care center or day care center item in the table to add “NA” in the R-1,R-2 and RM-1, RM-2 zoning districts, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Adult and child care facilities regulations				
Type of facility	Zoning district			
	R-1,R-2	RM-1, RM-2	B-1, B-2	IF
Child care center or day-care center (more than 6 children less than 24 hours per day) (1)(2)(3)(4)(5)(6)(7)(8)(9)	NA	NA	P	NA

Sec. 330. Swimming pools.

Add provision 330.f to the current provisions, as follows: *All other provisions, not listed below, remain unchanged.*

- f. The construction, erection, or substantial rebuilding of 50% or more of an existing swimming pool shall be constructed within all municipal codes and shall require a building permit.

Sec. 331. Temporary buildings, structures, and uses.

Amend provisions 331.2.a and 331.2.b in the “Commercial and industrial zoning districts” subsection, as follows: *All other provisions, not listed below, remain unchanged.*

- a. Portable storage containers or moving pods used for a seasonal or temporary use are allowed in the B-2, general business and industrial zoning districts for up to 30 days, once per year. A zoning permit is required with a sketch plan detailing the loading/unloading area and the dedicated parking space to ensure safe vehicular circulation is provided within the site. Extensions can be granted by the zoning administrator upon submitting a written extension request provided a good cause is shown and demonstrated. Extensions may be permitted up to two times, not to exceed 30

days for each time. Portable storage containers or moving pods are permitted with a permit including extensions for a maximum of 90 days per year. The storing or parking of storage containers or moving pods shall be on a paved surface, in the rear or non-required side yards, not visible from a public street; unless otherwise approved by the zoning administrator.

- b. Portable storage containers used for long-term, on-site outdoor storage shall be permitted in the ~~B-2, general business and LI, light~~ industrial zoning districts in conformance with the requirements of article 5, division 4 ~~5~~: special conditional land use review procedure and any necessary permits required for erection of the project. **Approval must be obtained from the zoning administrator or other official designated by the City through an application and permit fees.**

Amend the item “outdoor storage containers; on-site, long term” of Table 331.a Type of Temporary or Portable Buildings or Structures, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 331.a Types of Temporary or Portable Buildings or Structures			
Use	Zoning district	Example of illustrations	Notes
Outdoor storage containers; on-site, long-term	B-2 and LI, light industrial zoning districts		Permitted with special conditional land use approval and any necessary permits required for the erection of the project.

SECTION 6. Article 3, Division 2, Architectural Building Standards of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 353. General architectural standards.

Add provision 353.d.3.d to the current materials, as follows: *All other provisions, not listed below, remain unchanged.*

3. The following materials are not acceptable:
 - a) Unfinished plywood.
 - b) Sheet metal.
 - c) EIFS.
 - d) **Stucco**

Sec. 356. Commercial and mixed-use architectural standards.

Amend Table 356.1 Commercial and Mixed-Use Buildings General Standards under “Allowed building materials - Primary façade” and “Roof” items, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 356.1 Commercial and Mixed-Use Buildings General Standards		
Allowed building materials	Primary façade	Glass and aluminum curtainwall Brick (natural, glazed) Stone (natural, synthetic) Concrete (precast, cast-in-place) Commercial fiber cement architectural wall panels
	Secondary façade and up to 50% of primary façade	Architectural metal panel (insulated, composite) Decorative cast concrete screens*
Roof	Any rooftop equipment must be screened per sec. 3198	

Amend Table 357.C Shopping Centers to correct the reference listed under the “parking access and location” item, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 357.C Shopping Centers	
Parking access and location	Parking is permitted in the front, side, and rear yards but shall be screened per sec. 4476, landscape design standards specifications for screen walls, berms, and landscape improvements. Access easements are required where feasible. Provide a pedestrian connection through the parking lot.

Amend Table 357.D Drive-Through to correct the reference listed under “access” item as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 357.D Drive-Through	
Access	No more than one driveway shall be provided to a public street. The driveway shall be shared with an adjacent use or easements provided to allow future shared use. Ingress and egress to drive-through facilities shall be part of the internal circulation of the site and integrated with the overall site design. Clear identification and delineation between the drive-through facility and the parking lot shall be provided. Drive-through facilities shall be designed in a manner which promotes pedestrian and vehicular safety. Each drive-through facility shall provide stacking space meeting the following standards: sec. 557fd.

Amend Table 358.1 Industrial Building Standards under “Allowed building materials -Primary façade” and “Roof type” items, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table [358.1] Industrial Building Standards		
Allowed building materials	Primary façade	Brick (natural, glazed) Stone (natural, synthetic) Concrete (precast, cast-in-place) Architectural metal panel Concrete masonry Glass and aluminum curtainwalls

Table [358.1] Industrial Building Standards		
		Commercial fiber cement architectural wall panels
	Secondary façade and up to 50% of primary façade	Decorative cast concrete screens Glass block
Roof type		Low slung (gabled), 2:12—4:12 slope Flat, sloped min ¼-inch per 1 foot Buildings with a flat roof shall have a defined cornice. Vaulted (bow truss) All rooftop equipment must screened per sec. 31 98

SECTION 7. Article 4, Division 1, Off-Street Parking and Loading Standards of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 405. Off-street parking space design and setback requirements.

Delete subsection 405.g Bike Parking. This subsection is duplicated in Section 408 Bicycle Parking of the same article.

~~[g.] —Bike parking. For all new development the amount of provided bicycle parking shall be determined in accordance with the following table:~~

Use	Minimum number of bicycle parking spaces or bicycle facilities per indicated area or unit of measure.
Multiple family residential uses	One space for every 20 units.
Commercial uses	One space for each 2,000 square feet of gross floor area.
Office uses	One space for each 4,000 square feet of gross floor area.
Industrial uses	One space for each 10,000 square feet of gross floor area.

- ~~1. All bike parking spaces will have a rack to safely secure the bicycle to. The rack must meet the following standards:~~
- ~~a) Support the bicycle upright by its frame in two places.~~
 - ~~b) Prevent the wheel of the bicycle from tipping over.~~
 - ~~c) Enable the frame and one or both wheels to be secured.~~
 - ~~d) Support bicycles without a diamond-shaped frame with a horizontal top tube.~~

SECTION 8. Article 4, Division 2, Access Management and driveway Standards of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 417. Number of driveways.

Amend provision 417.d, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- d. Where the property has continuous frontage of ~~over~~ 300 feet ~~or more~~ and the applicant can demonstrate, using the Institute of Transportation Engineers Trip Generation Manual or another accepted reference, that a second access is warranted, the planning commission may allow an additional access point. Where possible, this access should be spaced accordingly to the standards contained herein, located on a side street, shared with an adjacent property, and/or be constructed to restrict one or both left turn movements.

Sec. 421. Driveway spacing from other driveways.

Amend provision 421.d, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- d. The planning commission may waive the driveway spacing standards for infill development ~~or a proposed new use within existing building that necessitates modifications to the site. The proposed driveway location and design will not create safety hazards for vehicular or pedestrian traffic.~~

Sec. 423. Design of frontage roads, rear service drives and parking lot connections.

Amend provision 423.b, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- g. Frontage road access to public streets shall be spaced according to the standards of section ~~86-195 420~~, driveway spacing from intersections and section ~~86-197 421~~, driveway spacing from other driveways.

SECTION 9. Article 4, Division 3, Landscape Standards and Tree Replacement of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as followed:

Sec. 442. Replacement of removed trees.

Amend the provision of the first portion of section 442, as follows: *All other provisions of the section, not listed below, remain unchanged.*

A landscape plan shall be submitted with any site plan for new development. New ~~developed~~ **development** includes the construction of a building, expansion of an existing building, expansion of a parking lot, or any other structure requiring a building permit. The site plan shall identify the location, species and size of existing trees greater than eight-inch caliper width on the proposed site that are to be removed, or are within ten feet of the removal area. Existing landmark trees that are planned to be removed shall be replaced on the site in accordance with the following standards:

Sec. 446. Specifications for screen walls, berms, and landscape improvements.

Amend the table of subsection 446.a under "outdoor storage" item, as follows: *All other provisions of the section, subsection, and table, not listed below, remain unchanged.*

	Zoning of adjacent parcel									
Zoning or use of subject parcel	R-1	R-2	RM-1 RM-2	B-1 MX-1, MX-2	B-2	LI, IF	O	PTRED	PCD	Adjacent road right-of-way*
Outdoor storage	See section 557 m j									

Amend provisions 446.b.5.c and 446.b.5.e, as follows: All other provisions of the section and subsections, not listed below, remain unchanged.

- c. Approve variations in design standards for reasons of topography or characteristics peculiar to the site, its usage and environs, ~~or in an area abutting residential—at the request of the homeowner(s) contingent upon reasonable proof from the applicant that compliance with the ordinance is otherwise not feasible.~~
- e. In such cases where the planning commission finds that there would be no substantial need for a screen wall, the requirements may be reduced or substituted in accordance with the table in subsection 446.1a above. The basis for such decision shall be recorded in the minutes of the planning commission.

Amend the provision of the first portion of 446.g, as follows: All other provisions of the section and subsections, not listed below, remain unchanged.

- g. *Modification of screening and landscape requirements.* Recognizing that a wide variety of land uses and the relationship between them can exist, and that varying circumstances can mitigate the need for screening and landscaping, the planning commission may reduce or waive the screening and landscaping requirements of this section and approve an alternative screening ~~and landscape~~ plan upon finding that compliance with this section would not otherwise be feasible. The planning commission shall find that the following standards have been met whenever it modifies any screening or landscaping requirements:

SECTION 10. Article 4, Division 4, Signs of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 473. Additional sign standards.

Amend provision 473.b.2, as follows. All other provisions of the section, not listed below, remain unchanged.

- 2. Awnings and canopy signs in the B-1 ~~central neighborhood~~ business district shall be set back at least two feet from any street curb line, shall not extend more than six feet over the public right-of-way, and shall leave a minimum clearance of eight feet above the ground.

Sec. 474. Prohibited signs.

Amend provision 474.2, as follows. All other provisions of the section, not listed below, remain unchanged.

- 2. Any sign within the clear vision area as specified in section 31~~5~~4.

SECTION 11. Article 5, Division 1, Site Plan Review of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 501. Uses requiring site plan review.

Amend provisions n, p, and w of the Table “Uses requiring site plan review,” as follows: *All other provisions of the table, not listed below, remain unchanged.*

Uses requiring site plan review				
	Use or activity	Requires site plan review	Sketch plan review (administrative approval)	Exempt
n.	Improvements or installation of walls, fences, or lighting.		•	•
p.	Construction or relocation of a waste receptacle or enclosure.		•	•
w.	Construction, erection or relocation of permitted accessory buildings and structures less than 4 200 square feet in area accessory to a multiple-family, commercial, office, essential service, municipal, or industrial use.		•	•

Sec. 506. Site plan submittal requirements.

Amend provision 506.e.36, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

36. Locations of all natural, historical, and architectural features; natural features shall include all woodlands, trees (in accordance with article IV, division 3, section 44~~5~~3, incentives to preserve existing trees, non-EGLE regulated wetlands, lakes, rivers, drainageways, topography, etc.

Sec. 507. Standards for site plan approval.

Amend provisions of 507.j, 507.q and 507.r, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- j. *Parking.* The number and dimensions of off-street parking spaces shall be sufficient to meet the minimum required by article IV, division 1, off-street parking and loading standards. However, where warranted by overlapping or shared parking arrangements, the planning commission or city ~~council~~ planner may reduce the required number of parking spaces as permitted in section 401f., shared parking, ~~and~~ section 401g., parking lot deferment, ~~and~~ 401m parking reduction.
- q. *Mechanical equipment and utilities.* Mechanical equipment and utilities, roof, building and ground mounted, shall be screened in accordance with the requirements of article III, division 1, section 31~~9~~8, mechanical equipment and utilities.

- r. *Waste receptacles.* Waste receptacles shall be provided as required in article III, division 1, section 33~~4~~3, waste receptacles and enclosures.

SECTION 12. Article 5, Division 2, Planned Unit Development (PUD) Overlay of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 523. Qualifying conditions.

Amend provision 523.d, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- d. *Compatibility with the PUD purpose.* The proposed PUD shall be consistent with the purpose of section 5~~3~~520 and spirit of this division.

Sec. 524. Application and review procedure for preliminary PUD site plan and final PUD site plan.

Amend provisions 524. c and 524.h, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- c. The applicant shall prepare and submit 15 copies to the ~~city-clerk~~ **municipal services department** of a preliminary PUD site plan for a PUD, meeting the requirements of section 525, preliminary PUD site plan submittal requirements, at least 30 days prior to the meeting at which the planning commission shall first review the request; 21 days for an applicant who has had a pre-application workshop on the proposal within 60 days of the preliminary PUD site plan submittal. The ~~city-manager~~ **municipal services director** shall promptly transmit this plan to the members of the planning commission.
- h. The applicant shall submit copies of detailed final site plans to the city ~~clerk-planner~~, as described in section 527, final PUD site plan submittal requirements, for all, or any phase of, the approved preliminary PUD site plan at least 30 days prior to the planning commission meeting at which the planning commission shall first review the request.

Sec. 525. Preliminary PUD site plan submittal requirements.

Amend provision 525.a.3, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- 3. *Application form and fees.* A completed application form, supplied by the ~~building official/zoning administrator~~ **city planner**, and an application/review fee; a separate escrow deposit may be required for administrative charges to review the PUD submittal.

Sec. 526. Standards for approval of preliminary PUD site plan.

Amend provisions 526.e and 526.i, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- c. The number and dimensions of off-street parking shall be sufficient to meet the minimum required by article IV, division 1, off-street parking and loading standards. However, ~~where warranted by overlapping or shared parking arrangements~~, the planning commission or city ~~council planner~~ may reduce the required number of parking spaces in accordance with article IV, division 1, section 401, general requirements.
- i. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. Plantings and other landscape features shall ~~meet or~~ exceed the standards of article IV, division 3, landscape standards and tree replacement. ~~The planning commission may reduce or waive the landscaping and screening requirements and approve an alternative landscaping plan as permitted in section 446.g Modification of screening and landscape requirements.~~

Sec. 531. Deviations from approved final PUD site plan.

Amend provision 531.a, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- a. Deviations and amendments from the approved final PUD site plan shall be reviewed and approved in accordance with article V, division 1, section ~~531~~, deviations from approved site plan.

Sec. 533. PUDs approved prior to this ordinance.

Amend provision 533.c, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- c. Any changes to the uses and/or their locations as approved on a mixed-use preliminary PUD plan shall meet section 528, standards for approval of ~~final preliminary PUD~~ site plan. The applicant shall present graphics to illustrate the requested change, submit written materials documenting the need for the change and the adherence with the overall approved PUD concept, and submit updated copies of any traffic, environmental, or market studies which the planning commission or city staff considered necessary to review the impacts of the proposed change.

SECTION 13. Article 5, Division 3, Conditional Land Uses of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 544. Conditional land use specific requirements.

a. Automobile repair establishments (major repair).

Amend provisions 544.a.1 and 544.a.3, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

- 1. No vehicles awaiting service shall remain on-site for more than ~~36~~72 hours.

3. All trash storage areas shall be screened from view by a six-foot high enclosure approved by the planning commission ~~or city planner~~. 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.

b. *Automobile service centers (minor repair).*

Amend provisions 544.b.4, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

4. enclosure approved by the planning commission ~~or city planner~~. 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.

c. *Automobile washes, automatic or self-service.*

Amend provisions of 544.c.2. and 544.c.4, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

2. Where adjoining residentially zoned or used property, a decorative masonry wall six feet in height shall be erected along any common lot line. Such wall shall be continuously maintained in good condition. The ~~zoning official~~ ~~city planner~~ ~~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:
 - i. One three-inch caliper deciduous tree per 30 feet of wall length.
 - ii. Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.
 - iii. Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
 - iv. A three-foot high landscaped berm within a greenbelt of at least 20 feet in width may be substituted for the required masonry wall.
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 50 feet from any residential district. Such areas shall be screened with obscuring landscaping as determined by the ~~zoning official~~ ~~city planner~~ ~~or planning commission~~.

d. *Automobile or vehicle dealerships.*

Amend provisions 544.d.a.12, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

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~~ ~~zoning official~~. The ~~clerk~~ ~~zoning official~~ shall not approve such a transfer unless the new location conforms with all applicable ordinances.

h. Contractor storage yard.

Amend provisions 544.h.1, 544.h.3. and 544.h.7, as follows: All other provisions of the subsection, not listed below, remain unchanged.

1. All such storage shall be located within a rear yard and screened in accordance with subsection 557mj outdoor storage.
3. All storage areas shall conform to all district setback requirements for principal uses. Where the storage yard abuts residentially zoned property, there shall be a ten-foot-wide landscaped greenbelt between the property line and the wall. Said greenbelt shall be planted in accordance with article 34, division 3, landscaping, section 4475.
7. Outdoor storage and display areas shall comply with the requirements of subsection 557mj, outdoor storage.

i. Drive-through window facilities for banks, restaurants or other permitted uses.

Correct the reference, as follows:

See section 557fd.

j. Event facilities.

Amend provision 544.j.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

2. ~~The property shall contain a minimum of three acres~~ Event facilities shall not exceed 3000 square feet of floor area.

l. Health/fitness/exercise center.

Delete provision 544.l.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

2. ~~In the mixed use (MX-1) district, the facility shall be a maximum of 1,200 square feet.~~

m. Hookah/vapor bar or lounge (smoking lounge).

Amend provision 544.m.1.c, as follows: All other provisions of the subsection, not listed below, remain unchanged.

- c) Hookah bars and lounges shall not serve patrons under the age of 1921.

p. Manufacturing, packaging, assembly, fabrication of products.

Delete subsection 544.p, as follows: Following this subsection, all subsequent subsections shall be revised alphabetically.

~~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 section 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.—~~

s. Outdoor storage.

Correct the alphabetical order of subsection 544.s accordingly and correct the reference, as follows:

~~sr.~~ *Outdoor storage.* See subsection 557mj.

t. Performing and fine arts studios.

Correct the alphabetical order of subsection 544.t accordingly and correct the subsection title, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~ts.~~ *Performing and fine arts schools or studios.*

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

Correct the alphabetical order of subsection 544.v accordingly and amend provision 544.v.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~vu.~~ *Rehabilitation of historic buildings into restaurants, museums, and performing arts centers.*

2. Any restaurant serving alcohol must comply with ~~subsection "w" below~~ on-premises alcoholic beverages regulations as set in subsection “p” of this section.

w. Restaurants with a walk-up window.

Correct the alphabetical order of subsection 544.w accordingly and correct the reference of provision 544.w.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~¶v.~~ *Restaurants with a walk-up window*

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 25 percent 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 ~~54~~, signs.

x. *Restaurants, including carryout.*

Correct the alphabetical order of subsection 544.x accordingly and correct the reference of provision 544.x.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~¶w.~~ *Restaurants, including carryout.*

2. Outdoor dining as an accessory area to a restaurant and subject to the provisions in article 3, division 1, general provisions, section ~~32019~~.

z. *Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission.*

Correct the alphabetical order of subsection 544.z accordingly and amend provision 544.z.5, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~zy.~~ *Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission.*

5. The proposed regulated use will not ~~be~~ contrary to the public interest or injurious to nearby properties.

aa. *Retail sales in MX-1.*

Correct the alphabetical order of subsection 544.aa accordingly and amend provision 544.z.1, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~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 city planner~~ based on findings of fact, are similar to the above permitted uses.

bb. *Retail sales and personal service in office building.*

Correct the alphabetical order of subsection 544.bb accordingly and amend provision 544.bb.4, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~bb~~aa. Retail sales and personal service in office building.

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~~ planner 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. Small manufacturing and production establishment.

Correct the alphabetical order of subsection 544.dd accordingly and amend provisions 544.dd.1 and 544.dd.2, as follows:

~~dd~~cc. Small manufacturing and production establishment.

1. In B-1, ~~B-2, and~~ MX-1, and MX-2 subject to the following:
 - a) Establishment occupies less than ~~1,500~~ 3,000 square feet and has not more than ~~ten~~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.
 - 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 and PCD, subject to the following:
 - a) Establishment occupies less than ~~3,000~~ 10,000 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.—~~
 - b) 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.
 - 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.
 - 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) 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.
 - g) In the B-2 District, 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.

- h) In the B-2 District, outdoor storage, which is clearly accessory to the permitted use, limited in scale, and incidental to the primary indoor use(s) of the site, is subject to the provisions of section 557j.

ee. Tattoo parlors

Correct the alphabetical order of subsection 544.ee accordingly and correct the subsection title, as follows: All other provisions of the subsection, not listed below, remain unchanged.

eedd. Tattoo parlors (Body art services, including microblading, branding, body piercing).

ff. Veterinary hospitals/clinic.

Correct the alphabetical order of subsection 544.ff accordingly and amend the provisions of 544.ff.4 and 544.ff.5, as follows: All other provisions of the subsection, not listed below, remain unchanged.

ffee. Veterinary hospitals/clinic

4. Parking lots shall be set back at least 50 feet from a residential district or use and shall be screened by a wall at least four feet high with landscaping on the exterior side of the wall. The ~~zoning administrator~~ **city planner** 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(~~po~~), kennels, or pet boarding facility under section 544(~~ut~~).

SECTION 14. Article 5, Division 4, Special Land Uses of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 554. Conditions of approval.

Amend provision 554.e, as follows: All other provisions of the section, not listed below, remain unchanged.

- e. The city shall make periodic investigations of developments authorized by special land use approval to ensure continued compliance with all requirements imposed by the planning commission and this division. Noncompliance with the requirements and conditions approved for the special land use shall constitute grounds for the planning commission to terminate the approval following a public hearing. Such hearing shall be held in accordance with the procedures used for the original hearing as described in article VI, division 2, section 6+23, public hearings, and as required by this division.

Sec. 557. Special land use specific requirement.

c. *Automobile washes, automatic or self-service.* See section 544c.

Delete subsection 557.c, as follows: *Following this subsection, all subsequent subsections shall be revised alphabetically.*

~~d. *Automobile washes, automatic or self-service.* See section 544c.~~

e. *Commercial television and radio broadcast towers and studios*

Delete subsection 557.e, as follows: *Following this subsection, all subsequent subsections shall be revised alphabetically.*

~~e. *Commercial television and radio broadcast towers and studios.* Commercial television and radio broadcast towers and studios may be permitted in certain districts, as specified in this ordinance, subject to the following:—~~

- ~~1. Office buildings and broadcasting studios of radio and television stations shall be subject to the provisions of article III, general provisions.—~~
- ~~2. Commercial television and radio broadcasting towers shall be located on a continuous parcel having a dimension at least equal to the height of the tower measured from the base of said tower to all points on each property line. Multiple towers on the same parcel or adjoining parcels shall be so situated as to meet the above criteria and be separated from any other tower for a distance of at least equal to the height of the tallest tower. The use of monopole towers shall be required unless the applicant demonstrates that monopole towers are not feasible for the proposed use.—~~

l. *Outdoor storage.*

Correct the alphabetical order of subsection 557.l accordingly and amend provision 554.l.10, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

~~l.j.~~ *Outdoor storage.*

10. Where the storage yard abuts residentially zoned property, there shall be a ten-foot wide landscaped greenbelt between the property line and the wall. Said greenbelt shall be planted in accordance with article 34, division 3, landscaping, section 4475.

m. *Pawnbrokers.*

Correct the alphabetical order of subsection 557.m accordingly and amend the provisions and the format of subsection 554.m, as follows:

~~m.k.~~ *Pawnbrokers.*

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 state 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 state 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 and SDD licenses from the state 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 and SDD license, are exempt from this spacing requirement.—~~
3. The proposed regulated use will not be contrary to any program of neighborhood conservation, nor will it interfere with any redevelopment projects.
4. The proposed regulated use will be in compliance with all other applicable regulations, city codes and state and federal laws.
5. No pawnbroker or pawnshop use shall be located on a parcel of land which is located such that a radius of 1,000 feet drawn from any point on that parcel contains at least 30 percent residential buildings, dwellings or rooming units of the total number of structures within such radius. This provision may be waived by the zoning board of appeals upon receiving a petition filed by the appellant which indicated approval of the proposed regulated use by 51 percent of all the adults residing within a radius of 1,000 feet of the location of the proposed use.
 - ~~6.a.~~ Petition preparation. The petitioner shall attempt to contact all adult residents within this radius and shall maintain a list of all addresses at which no contact was made or only a verbal response received. Signatures of a minimum of 51 percent of all the adult residents of the area are required for approval.
 - ~~7.b.~~ Regulations of board. The zoning board of appeals shall adopt rules and regulations governing the procedure for securing the petition of consent as provided for in this section. The rules shall provide that the circulator of the petition shall subscribe to an affidavit to the fact that the petition was circulated in accordance with the rules of the zoning board of appeals and that the circulator personally witnessed the signatures on the petition by the person whose name appeared therein.
 - ~~8.c.~~ Filing and verification. The zoning board of appeals shall not consider the waiver of location requirements until the above-described petition shall have been filed and verified.
- ~~9.6.~~ 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.
- ~~107.~~ 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.
- ~~118.~~ The proposed regulated use will not be contrary to the public interest or injurious to nearby properties.
- ~~129.~~ The proposed regulated use will not have the possible effect of downgrading and blighting the surrounding neighborhood.
- ~~1310.~~ The proposed regulated use will not be contrary to any program of neighborhood conservation, nor will it interfere with any redevelopment projects.
- ~~1411.~~ The proposed regulated use will not reasonably be expected to diminish the value of properties in the immediate area.

~~15. The proposed regulated use will be in compliance with all other applicable regulations, city codes and state and federal laws.—~~

SECTION 15. Article 5, Division 5, Condominium Development Standards of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as followed:

Sec. 570. Residential recreational area.

Amend the provision of section 570, as follows:

Any residential condominium comprising 20 or more lots or dwelling units, either as a single development or as a group of adjacent developments offered by a single proprietor, shall provide an active recreational area in accordance with article III, division 1, section 32~~6~~⁵, residential recreational area.

SECTION 16. Article 6, Division 1, Non-Conforming Uses, Structures, and Lots of Appendix A - Zoning of the Code of Ordinances of the City of Oak Park, Michigan is hereby amended, as follows:

Sec. 605. Expansion of a non-conforming residential building.

Amend the provision of the first portion of section 605, as follows: *All other provisions of the section, not listed below, remain unchanged.*

A non-conforming residential building may be expanded into a side or rear yard in a manner that does not comply with the setback standards with approval from the zoning ~~board of appeals administrator~~. The zoning ~~board of appeals administrator~~ shall utilize the following standards:

SECTION 17. Conflicting Provisions Repealed

All ordinances in conflict with the provisions of this ordinance are repealed only to the extent necessary to give this ordinance full force and effect; provided that all other provisions of the Oak Park Code of Ordinances as heretofore amended shall remain in full force and effect.

SECTION 18. Severability

No other portion, paragraph or phrase of the Code of Ordinances of the City of Oak Park, Michigan 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, Michigan.

SECTION 19. Effective Date

This ordinance shall be published as required by the Charter of the City of Oak Park and shall become effective ten (10) days from the date of its passage or upon the expiration of seven (7) days after its publication, whichever is later.

MADE, PASSED AND ADOPTED by the Council of the City of Oak Park on this _____ day of _____, 2025.

T. Edwin Norris, City Clerk

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 _____, 2025.

T. Edwin Norris
City Clerk

First Reading:
Second Reading:
Adopted:
Published:



CITY OF OAK PARK

DEPARTMENT OF ECONOMIC DEVELOPMENT AND PLANNING

MEMORANDUM

TO: Planning Commission Members
FROM: Kimberly Marrone, Municipal Services Director
Salam Habhab, Economic Development & Planning Specialist
DATE: April 16, 2025
FILE: APLNCOM/ORD
2025-04 Zoning Text Amendments
SUBJECT: ORD 2025-04 – Proposed Text Amendments to Appendix A - Zoning Ordinance of the Code of Ordinances of the City of Oak Park, MI

In an effort to enhance the City's ability to move toward achieving its goals, the Economic Development and Planning Department has identified areas of improvement in specific sections of the Zoning Ordinance. The proposed text amendments incorporate clarifications, additions, and deletions to specific sections, as well as address inconsistencies such as incorrect cross-references, formatting, redundant sections, and outdated references to approval bodies.

These improvements address emerging land use trends, respond to businesses' feedback regarding specific zoning districts and regulations, be consistent with State & Federal laws and regulations, and contribute to a more consistent and clear zoning ordinance.

The proposed text amendments are attached to this memo for your review and consideration of approval.

RECOMMENDATION

Planning Commission to recommend approval of the proposed text amendments to the City Council.

ORD 2025-04 – PROPOSED TEXT AMENDMENTS TO APPENDIX A - ZONING ORDINANCE OF THE CODE OF ORDINANCES OF THE CITY OF OAK PARK, MI

ARTICLE 1. DIVISION 2. DEFINITIONS

Sec. 110. Definitions C-D.

Add a definition to “cocktail lounges,” as follows

Cocktail lounges: An establishment primarily engaged in the serving of alcoholic beverages for consumption on the premises. While the service of food may be incidental to the primary purpose, the establishment is not a restaurant. Cocktail lounges often feature a full bar, seating areas designed for socializing and relaxation and may offer entertainment such as live music or DJs. The use encompasses a range of establishments, from traditional bars to more specialized craft cocktail venues.

Sec. 112. Definitions G-H.

Amend the “hard surface” definition, as follows:

Hard surface. ~~For a single-family home,~~ hard surface consists of ~~MDOT 22A or 23A gravel, brick,~~ asphalt or concrete meeting the construction specifications of the city.

Sec. 120. Definitions W-Z

Add a definition to “zoning administrator or zoning official,” as follows

Zoning administrator or zoning official. A person designated by the city to administer and enforce the provisions of the zoning ordinance. In some instances, the city planner may serve as the zoning administrator/official.

ARTICLE 2. DIVISION 2. RESIDENTIAL DISTRICTS

Sec. 211. Residential uses.

Amend the listed uses under each listed use category of Table 211.1 Residential Districts Uses, as follows: *All other provisions of the table, not listed below, remain unchanged.*

<i>Table 211.1 Residential Districts Uses</i>					
Use	R-1	R-2	RM-1	RM-2	Add'l Req'ts
Educational					
Educational institutions, including private and parochial preschool, elementary, middle, and high schools	SLU	SLU			Sec. 557 hf
Student dormitories - Private	SLU	SLU			Sec. 557 qn
Public, semi-public, assembly uses					

<i>Table 211.1 Residential Districts Uses</i>					
Use	R-1	R-2	RM-1	RM-2	Add'l Req'ts
Cemeteries			SLU		Sec. 557 dc

Sec. 212. Provisions applicable to residential districts.

Amend provisions 212.b.1 and 212.d, as follows: *All other provisions, not listed below, remain unchanged*

1. Each building designed solely for the exclusive use as senior citizen dwelling units shall have at least 50 square feet of additional floor area per dwelling unit for each unit less than 650 square feet, contained elsewhere in such senior citizen apartment building for the use by occupants exclusively for group physical therapy, recreation, hobbies, library, meeting rooms, lounge area, common dining and kitchen facilities, or similar approved accessory uses as may be approved by the ~~city council~~ **planning commission** as additional floor area for a senior citizen dwelling unit.
- d. Garage sales. The home owner or occupant may conduct a garage sale in accordance with requirements set forth in **Article IX Section 22-375 of this General Code**.

Sec. 215. Required conditions.

Add provision 215.e under “All Residential Districts,” as follows: *All other provisions, not listed below, remain unchanged*

- e. **In R-1 and R-2 districts, 50% of the front yard must be maintained as landscaped, green space. Permeable pavers or other semi-hardscape materials do not qualify as landscaped, green space.**

Amend the provision under “RM-1 and RM-2 Districts,” as follows:

- a. In all RM-1 and RM-2 multi-family dwelling districts on the property line between such districts and R-1 and R-2 residential districts, and on the property line between any other districts, there shall be erected a brick or other decorative screening wall not less than six feet high, nor more than eight feet high, such wall to be approved as to the design and material by the planning commission ~~and city council~~. This screening provision is not required for two-family dwellings constructed within the RM-1 and RM-2 multi-family dwelling districts.

ARTICLE 2. DIVISION 3. COMMERCIAL/MIXED-USE/OFFICE DISTRICTS

Sec. 221. Commercial mixed-use use table.

Amend the listed uses under each listed use category of Table 221.1 Commercial and Mixed-Use Districts Uses, as follows: *All other provisions of the table, not listed below, remain unchanged. The added uses shall be listed alphabetically under each category.*

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
Office and Medical								
Financial institution such as banks or credit unions		P	P		P	P	P	
Hospital		SLU	SLU					Sec. 557 kh
Pharmacy	P	P	P		P		P	
Restaurants, entertainment, and recreation								
Brewery, micro-brewery, brewpub; winery; distillery	CLU	CLU	CLU		CLU	CLU	CLU	Sec. 544 ep
Cocktail lounges	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544 p
Event facility		P			CLU		CLU	Sec. 544 j
Health, fitness, and exercise centers	P	P	P		P	P	P	Sec. 544 i
Rehabilitation of historic buildings into restaurants, museums, and performing arts centers				CLU				Sec. 544 vu
Restaurant serving alcohol	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544 ep
Restaurants, including carry-out	P	P	CLU	P	P	P	P	Sec. 544 xw
Restaurants, drive-thru		CLU					SLU	Sec. 544 i (557 fd)
Restaurants, walk-up windows	CLU	CLU				CLU	CLU	Sec. 544 wv
Retail sales and services								
Commercial television and radio broadcasting offices and studios				SLU P				Sec. 557 e
General retail sales and services	P	P	CLU		P	CLU	P	Sec. 544 aa and bb aa
Pawnbrokers		SLU						Sec. 557 nk
Personal and business service establishments	P	P	CLU		P			Sec. 544 bb aa
Retail establishment holding a SDD	CLU	CLU			CLU	CLU	CLU	Sec. 544 zy

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
(specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission								
Tattoo parlor (Body art services, including microblading, branding, body piercing)	CLU	CLU						Sec. 544 edd
Transportation and auto uses								
Automobile washes, automatic or self-service		CLU				SLU		Sec. 544c
Industrial, construction, and storage								
Manufacturing, packaging, assembly, or fabrication of products						CLU		Sec. 544p
Research or testing laboratories			SLU	SLU				Sec. 557 el
Small manufacturing and production establishment	CLU	CLU			CLU	CLU	CLU	Sec. 544 edcc
Animals and agricultural								
Garden center/nursery	-	SLU	-	-	-	SLU	-	Sec. 557i
Veterinary hospital/clinic		CLU						Sec. 544 ff ee
Educational								
Educational institutions, including private and parochial preschool, elementary, middle, and high schools	SLU	SLU	SLU	SLU				Sec. 557 hf
Performing and fine arts schools or studios	P	P	P		P	P	P	Sec. 544s
Student dormitories - Private				SLU				Sec. 544 p 57n
Accessory								
Drive-through window facilities		SLU					SLU	Sec. 557 fd

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
On-premises alcoholic beverages	CLU	CLU	CLU	CLU	CLU	CLU	CLU	Sec. 544 ^{ap}
Outdoor retail display and sales (commercial)		CLU						Sec. 544 ^{rq}
Outdoor storage		SLU						Sec. 557 ^{mj}
Retail businesses with adult novelties		CLU						Sec. 544 ^{yx}

Sec. 222. Provisions applicable to commercial districts.

Amend provision 222.d, as follows:

- d. Accessory uses customarily incidental to the above permitted uses, only when conducted within a completely enclosed building, ~~subject to the following restrictions:~~

Sec. 225. Schedule of regulations.

Amend the superscript notes for MX-1 and MX-2 districts of the table, as follows: All other provisions of the table, not listed below, remain unchanged.

	Height				Setbacks (feet)				
	Min.		Max.		Front		Sides (min.)		Rear
	Stories	Ft.	Stories	Ft.	Min.	Max.	Least 1	Total 2	Min.
MX-1		25		45 ³	0 ²²	10	0	0	0
MX-2		25		45 ³	10	70 ²	0	0	0

ARTICLE 2. DIVISION 4. INDUSTRIAL DISTRICTS

Sec. 231. Industrial use table.

Add a table title and amend the listed uses under each listed use category, as follows: All other provisions of the table, not listed below, remain unchanged. The added uses shall be listed alphabetically under each category.

Table 231.1 Industrial District Uses			
Use	LI	IF	Add'l Req'ts
Residential			
Mobile homes		SLU	Sec. 557 ^{li}
Restaurants, entertainment, and recreation			
Brewery, microbrewery, brewpub; winery; distillery	CLU	CLU	Sec. 544 ^{ap}

Table 231.1 Industrial District Uses			
Use	LI	IF	Add'l Req'ts
Cocktail lounges		CLU	Sec. 544p
Golf driving ranges and miniature golf courses	SLU		Sec. 557fg
Restaurant serving alcohol		CLU	Sec. 544p
Restaurants, including carry-out		P	
Restaurants, walk-up windows		CLU	Sec. 544v
Retail sales and services			
Commercial television and radio broadcasting offices and studios	P	P	Sec. 557e-
General retail sales and services		P	Sec. 544aa and bb-
Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission		CLU	Sec. 544zy
Transportation and auto uses			
Automobile repair establishments (major repair)	CLU	CLU	Sec. 544a
Industrial, construction, and storage			
Dry cleaning plant	SLU	SLU	Sec. 557ge
Manufacturing, packaging, assembly, or fabrication of products	P	P	Sec. 544p-
Research or testing laboratories	P	P	Sec. 557o-
Salvage yard	SLU		Sec. 557pm
Self-storage facilities	CLU	CLU	Sec. 544eebb
Small manufacturing and production establishment	P	P	Sec. 544dd-
Trucking terminals	SLU		Sec. 557fo
Animals and agricultural			
Veterinary hospital/clinic	CLU		Sec. 544ffee
Educational			
Performing and fine arts schools or studios	CLU	P	Sec. 544ts
Accessory			
Outdoor retail display and sales (commercial)	CLU		Sec. 544rq
Outdoor storage	CLU		Sec. 544.r (557tj)

Sec. 232. Provisions applicable to industrial districts.

Amend provisions 232.b and 232.d, as follows: All other provisions, not listed below, remain unchanged.

- 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 557mj.

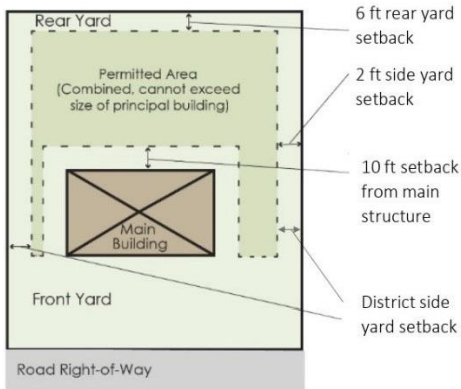
- d. Where the outdoor placement of an aboveground storage tank is necessary, the storage tank must be completely screened from public view. The screening shall consist of a masonry wall of brick, stone or poured concrete with a decorative pattern or a treated wood obscured fence. The design and material of the screening to be approved by the planning commission ~~and city council~~.

ARTICLE 3. DIVISION 1. GENERAL PROVISIONS

Sec. 300. Accessory buildings, structures, and uses (see figure 3.1 accessory buildings and structures location standards).

Add “Figure 3.1 Accessory buildings and structures location standards” above the picture, as follows: *All other provisions, not listed below, remain unchanged.*

Figure 3.1 Accessory buildings and structures location standards



Sec. 301. Adult and child care facilities.

Amend the child care center or day care center item in the table to add “NA” in the R-1, R-2 and RM-1, RM-2 zoning districts, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Adult and child care facilities regulations				
Type of facility	Zoning district			
	R-1, R-2	RM-1, RM-2	B-1, B-2	IF
Child care center or day-care center (more than 6 children less than 24 hours per day) (1)(2)(3)(4)(5)(6)(7)(8)(9)	NA	NA	P	NA

Sec. 330. Swimming pools.

Add provision 330.f to the current provisions, as follows: *All other provisions, not listed below, remain unchanged.*

- f. The construction, erection, or substantial rebuilding of 50% or more of an existing swimming pool shall be constructed within all municipal codes and shall require a building permit.

Sec. 331. Temporary buildings, structures, and uses.

Amend provisions 331.2.a and 331.2.b in the “Commercial and industrial zoning districts” subsection, as follows: All other provisions, not listed below, remain unchanged.

- a. Portable storage containers or moving pods used for a seasonal or temporary use are allowed in the B-2, general business and industrial zoning districts for up to 30 days, once per year. A zoning permit is required with a sketch plan detailing the loading/unloading area and the dedicated parking space to ensure safe vehicular circulation is provided within the site. Extensions can be granted by the zoning administrator upon submitting a written extension request provided a good cause is shown and demonstrated. Extensions may be permitted up to two times, not to exceed 30 days for each time. Portable storage containers or moving pods are permitted with a permit including extensions for a maximum of 90 days per year. The storing or parking of storage containers or moving pods shall be on a paved surface, in the rear or non-required side yards, not visible from a public street; unless otherwise approved by the zoning administrator.
- b. Portable storage containers used for long-term, on-site outdoor storage shall be permitted in the ~~B-2, general business and LI~~, light industrial zoning districts in conformance with the requirements of article 5, division ~~4 5~~: special conditional land use review procedure and any necessary permits required for erection of the project. Approval must be obtained from the zoning administrator or other official designated by the City through an application and permit fees.

Amend the item “outdoor storage containers; on-site, long term” of Table 331.a Type of Temporary or Portable Buildings or Structures, as follows: All other provisions of the table, not listed below, remain unchanged.

Table 331.a Types of Temporary or Portable Buildings or Structures			
Use	Zoning district	Example of illustrations	Notes
Outdoor storage containers; on-site, long-term	B-2 and LI , light industrial zoning districts		Permitted with special conditional land use approval and any necessary permits required for the erection of the project.

ARTICLE 3. DIVISION 2. ARCHITECTURAL BUILDING STANDARDS

Sec. 353. General architectural standards.

Add provision 353.d.3.d to the current materials, as follows: *All other provisions, not listed below, remain unchanged.*

3. The following materials are not acceptable:
 - a) Unfinished plywood.
 - b) Sheet metal.
 - c) EIFS.
 - d) **Stucco**

Sec. 356. Commercial and mixed-use architectural standards.

Amend Table 356.1 Commercial and Mixed-Use Buildings General Standards under “Allowed building materials - Primary façade” and “Roof” items, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 356.1 Commercial and Mixed-Use Buildings General Standards		
Allowed building materials	Primary façade	Glass and aluminum curtainwall Brick (natural, glazed) Stone (natural, synthetic) Concrete (precast, cast-in-place) Commercial fiber cement architectural wall panels
	Secondary façade and up to 50% of primary façade	Architectural metal panel (insulated, composite) Decorative cast concrete screens*
Roof	Any rooftop equipment must be screened per sec. 31 98	

Amend Table 357.C Shopping Centers to correct the reference listed under the “parking access and location” item, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 357.C Shopping Centers	
Parking access and location	Parking is permitted in the front, side, and rear yards but shall be screened per sec. 44 76 , landscape design standards specifications for screen walls, berms, and landscape improvements. Access easements are required where feasible. Provide a pedestrian connection through the parking lot.

Amend Table 357.D Drive-Through to correct the reference listed under “access” item as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table 357.D Drive-Through	
Access	No more than one driveway shall be provided to a public street. The driveway shall be shared with an adjacent use or easements provided to allow future shared use. Ingress and egress to drive-through facilities shall be part of the internal circulation of the site and integrated with the overall site design. Clear identification and delineation between the drive-through facility and the parking lot shall be provided. Drive-through facilities shall be designed in a

Table 357.D Drive-Through	
	manner which promotes pedestrian and vehicular safety. Each drive-through facility shall provide stacking space meeting the following standards: sec. 557 fd .

Amend Table 358.1 Industrial Building Standards under “Allowed building materials - Primary façade” and “Roof type” items, as follows: *All other provisions of the table, not listed below, remain unchanged.*

Table [358.1] Industrial Building Standards		
Allowed building materials	Primary façade	Brick (natural, glazed) Stone (natural, synthetic) Concrete (precast, cast-in-place) Architectural metal panel Concrete masonry Glass and aluminum curtainwalls Commercial fiber cement architectural wall panels
	Secondary façade and up to 50% of primary façade	Decorative cast concrete screens Glass block
Roof type		Low slung (gabled), 2:12—4:12 slope Flat, sloped min ¼-inch per 1 foot Buildings with a flat roof shall have a defined cornice. Vaulted (bow truss) All rooftop equipment must screened per sec. 319 8

ARTICLE 4. DIVISION 1. OFF-STREET PARKING AND LOADING STANDARDS

Sec. 405. Off-street parking space design and setback requirements.

Delete subsection 405.g Bike Parking. This subsection is duplicated in Section 408 Bicycle Parking of the same article.

~~[g.] — Bike parking. For all new development the amount of provided bicycle parking shall be determined in accordance with the following table:~~

Use	Minimum number of bicycle parking spaces or bicycle facilities per indicated area or unit of measure.
Multiple-family residential uses	One space for every 20 units.
Commercial uses	One space for each 2,000 square feet of gross floor area.
Office uses	One space for each 4,000 square feet of gross floor area.
Industrial uses	One space for each 10,000 square feet of gross floor area.

- ~~1. All bike parking spaces will have a rack to safely secure the bicycle to. The rack must meet the following standards:~~
- ~~a) Support the bicycle upright by its frame in two places.~~
 - ~~b) Prevent the wheel of the bicycle from tipping over.~~
 - ~~c) Enable the frame and one or both wheels to be secured.~~
 - ~~d) Support bicycles without a diamond-shaped frame with a horizontal top tube.~~

ARTICLE 4. DIVISION 2. ACCESS MANAGEMENT AND DRIVEWAY STANDARDS

Sec. 417. Number of driveways.

Amend provision 417.d, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- d. Where the property has continuous frontage of ~~over~~ 300 feet ~~or more~~ and the applicant can demonstrate, using the Institute of Transportation Engineers Trip Generation Manual or another accepted reference, that a second access is warranted, the planning commission may allow an additional access point. Where possible, this access should be spaced accordingly to the standards contained herein, located on a side street, shared with an adjacent property, and/or be constructed to restrict one or both left turn movements.

Sec. 421. Driveway spacing from other driveways.

Amend provision 421.d, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- d. The planning commission may waive the driveway spacing standards for infill development ~~or a proposed new use within existing building that necessitates modifications to the site. The proposed driveway location and design will not create safety hazards for vehicular or pedestrian traffic.~~

Sec. 423. Design of frontage roads, rear service drives and parking lot connections.

Amend provision 423.b, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- g. Frontage road access to public streets shall be spaced according to the standards of section ~~86-195~~ 420, driveway spacing from intersections and section ~~86-197~~ 421, driveway spacing from other driveways.

ARTICLE 4. DIVISION 3. LANDSCAPE STANDARDS AND TREE REPLACEMENT

Sec. 442. Replacement of removed trees.

Amend the provision of the first portion of section 442, as follows: *All other provisions of the section, not listed below, remain unchanged.*

A landscape plan shall be submitted with any site plan for new development. New ~~developed~~ development includes the construction of a building, expansion of an existing building, expansion of a parking lot, or any other structure requiring a building permit. The site plan shall identify the location, species and size of existing trees greater than eight-inch caliper width on the proposed site that are to be removed, or are within ten feet of the removal area. Existing landmark trees that are planned to be removed shall be replaced on the site in accordance with the following standards:

Sec. 446. Specifications for screen walls, berms, and landscape improvements.

Amend the table of subsection 446.a under “outdoor storage” item, as follows: All other provisions of the section, subsection, and table, not listed below, remain unchanged.

	Zoning of adjacent parcel									
Zoning or use of subject parcel	R-1	R-2	RM-1 RM-2	B-1 MX-1, MX-2	B-2	LI, IF	O	PTRED	PCD	Adjacent road right-of-way*
Outdoor storage	See section 557 mj									

Amend provisions 446.b.5.c and 446.b.5.e, as follows: All other provisions of the section and subsections, not listed below, remain unchanged.

- c. Approve variations in design standards for reasons of topography or characteristics peculiar to the site, its usage and environs, ~~or in an area abutting residential—at the request of the homeowner(s) contingent upon reasonable proof from the applicant that compliance with the ordinance is otherwise not feasible.~~
- e. In such cases where the planning commission finds that there would be no substantial need for a screen wall, the requirements may be reduced or substituted in accordance with the table in subsection 446. ~~4a~~ above. The basis for such decision shall be recorded in the minutes of the planning commission.

Amend the provision of the first portion of 446.g, as follows: All other provisions of the section and subsections, not listed below, remain unchanged.

- g. *Modification of screening and landscape requirements.* Recognizing that a wide variety of land uses and the relationship between them can exist, and that varying circumstances can mitigate the need for screening and landscaping, the planning commission may reduce or waive the screening and landscaping requirements of this section and approve an alternative screening ~~and landscape~~ plan upon finding that compliance with this section would not otherwise be feasible. The planning commission shall find that the following standards have been met whenever it modifies any screening or landscaping requirements:

ARTICLE 4. DIVISION 4. SIGNS

Sec. 473. Additional sign standards.

Amend provision 473.b.2, as follows. All other provisions of the section, not listed below, remain unchanged.

2. Awnings and canopy signs in the B-1 ~~central~~ neighborhood business district shall be set back at least two feet from any street curb line, shall not extend more than six feet over the public right-of-way, and shall leave a minimum clearance of eight feet above the ground.

Sec. 474. Prohibited signs.

Amend provision 474.2, as follows. All other provisions of the section, not listed below, remain unchanged.

2. Any sign within the clear vision area as specified in section 31~~5~~4.

ARTICLE 5. DIVISION 1. SITE PLAN REVIEW

Sec. 501. Uses requiring site plan review.

Amend provisions n, p, and w of the Table “Uses requiring site plan review,” as follows: All other provisions of the table, not listed below, remain unchanged.

Uses requiring site plan review				
	Use or activity	Requires site plan review	Sketch plan review (administrative approval)	Exempt
n.	Improvements or installation of walls, fences, or lighting.		•	•
p.	Construction or relocation of a waste receptacle or enclosure.		•	•
w.	Construction, erection or relocation of permitted accessory buildings and structures less than 4 200 square feet in area accessory to a multiple-family, commercial, office, essential service, municipal, or industrial use.		•	•

Sec. 506. Site plan submittal requirements.

Amend provision 506.e.36, as follows: All other provisions of the subsection, not listed below, remain unchanged.

36. Locations of all natural, historical, and architectural features; natural features shall include all woodlands, trees (in accordance with article IV, division 3, section 44~~5~~3, incentives to preserve existing trees, non-EGLE regulated wetlands, lakes, rivers, drainageways, topography, etc.

Sec. 507. Standards for site plan approval.

Amend provisions of 507.j, 507.q and 507.r, as follows: All other provisions of the section, not listed below, remain unchanged.

- j. *Parking.* The number and dimensions of off-street parking spaces shall be sufficient to meet the minimum required by article IV, division 1, off-street parking and loading standards. However, where warranted by overlapping or shared parking arrangements, the planning commission or city ~~council~~ planner may reduce the required number of parking spaces as permitted in section 401f., shared parking, ~~and~~ section 401g., parking lot deferment, ~~and 401m parking reduction.~~
- q. *Mechanical equipment and utilities.* Mechanical equipment and utilities, roof, building and ground mounted, shall be screened in accordance with the requirements of article III, division 1, section 31~~98~~, mechanical equipment and utilities.
- r. *Waste receptacles.* Waste receptacles shall be provided as required in article III, division 1, section 33~~43~~, waste receptacles and enclosures.

ARTICLE 5. DIVISION 2. PLANNED UNIT DEVELOPMENT (PUD) OVERLAY

Sec. 523. Qualifying conditions.

Amend provision 523.d, as follows: All other provisions of the section, not listed below, remain unchanged.

- d. *Compatibility with the PUD purpose.* The proposed PUD shall be consistent with the purpose of section 53~~520~~ and spirit of this division.

Sec. 524. Application and review procedure for preliminary PUD site plan and final PUD site plan.

Amend provisions 524. c and 524.h, as follows: All other provisions of the section, not listed below, remain unchanged.

- c. The applicant shall prepare and submit 15 copies to the ~~city clerk~~ municipal services department of a preliminary PUD site plan for a PUD, meeting the requirements of section 525, preliminary PUD site plan submittal requirements, at least 30 days prior to the meeting at which the planning commission shall first review the request; 21 days for an applicant who has had a pre-application workshop on the proposal within 60 days of the preliminary PUD site plan submittal. The ~~city manager~~ municipal services director shall promptly transmit this plan to the members of the planning commission.
- h. The applicant shall submit copies of detailed final site plans to the city ~~clerk~~ planner, as described in section 527, final PUD site plan submittal requirements, for all, or any phase of, the approved preliminary PUD site plan at least 30 days prior to the planning commission meeting at which the planning commission shall first review the request.

Sec. 525. Preliminary PUD site plan submittal requirements.

Amend provision 525.a.3, as follows: *All other provisions of the section, not listed below, remain unchanged.*

3. *Application form and fees.* A completed application form, supplied by the ~~building official/zoning administrator~~ city planner, and an application/review fee; a separate escrow deposit may be required for administrative charges to review the PUD submittal.

Sec. 526. Standards for approval of preliminary PUD site plan.

Amend provisions 526.e and 526.i, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- c. The number and dimensions of off-street parking shall be sufficient to meet the minimum required by article IV, division 1, off-street parking and loading standards. However, ~~where warranted by overlapping or shared parking arrangements,~~ the planning commission or city ~~council~~ planner may reduce the required number of parking spaces in accordance with article IV, division 1, section 401, general requirements.
- i. Landscaping shall be preserved and/or provided to ensure that proposed uses will be adequately buffered from one another and from surrounding public and private property. Plantings and other landscape features shall ~~meet or~~ exceed the standards of article IV, division 3, landscape standards and tree replacement. ~~The planning commission may reduce or waive the landscaping and screening requirements and approve an alternative landscaping plan as permitted in section 446.g Modification of screening and landscape requirements.~~

Sec. 531. Deviations from approved final PUD site plan.

Amend provision 531.a, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- a. Deviations and amendments from the approved final PUD site plan shall be reviewed and approved in accordance with article V, division 1, section ~~531~~ 1, deviations from approved site plan.

Sec. 533. PUDs approved prior to this ordinance.

Amend provision 533.c, as follows: *All other provisions of the section, not listed below, remain unchanged.*

- c. Any changes to the uses and/or their locations as approved on a mixed-use preliminary PUD plan shall meet section 528, standards for approval of ~~final preliminary PUD~~ site plan. The applicant shall present graphics to illustrate the

requested change, submit written materials documenting the need for the change and the adherence with the overall approved PUD concept, and submit updated copies of any traffic, environmental, or market studies which the planning commission or city staff considered necessary to review the impacts of the proposed change.

ARTICLE 5. DIVISION 3. CONDITIONAL LAND USES

Sec. 544. Conditional land use specific requirements.

a. Automobile repair establishments (major repair).

Amend provisions 544.a.1 and 544.a.3, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

1. No vehicles awaiting service shall remain on-site for more than ~~36~~72 hours.
3. All trash storage areas shall be screened from view by a six-foot high enclosure approved by the planning commission ~~or city planner~~. 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.

b. Automobile service centers (minor repair).

Amend provisions 544.b.4, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

4. enclosure approved by the planning commission ~~or city planner~~. 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.

c. Automobile washes, automatic or self-service.

Amend provisions of 544.c.2. and 544.c.4, as follows: *All other provisions of the subsection, not listed below, remain unchanged.*

2. Where adjoining residentially zoned or used property, a decorative masonry wall six feet in height shall be erected along any common lot line. Such wall shall be continuously maintained in good condition. The ~~zoning official~~ ~~city planner~~ ~~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:
 - i. One three-inch caliper deciduous tree per 30 feet of wall length.
 - ii. Four 24-inch to 30-inch high or wide evergreen or deciduous shrubs per 30 feet of wall length.

- iii. Groundcover shall be either grass, woodchips, or decorative stone. Weedmat shall be installed under stone or woodchips.
- iv. A three-foot high landscaped berm within a greenbelt of at least 20 feet in width may be substituted for the required masonry wall.
- 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 50 feet from any residential district. Such areas shall be screened with obscuring landscaping as determined by the ~~zoning official~~ city planner or planning commission.

d. *Automobile or vehicle dealerships.*

Amend provisions 544.d.a.12, as follows: All other provisions of the subsection, not listed below, remain unchanged.

- 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~~ zoning official. The ~~clerk~~ zoning official shall not approve such a transfer unless the new location conforms with all applicable ordinances.

h. *Contractor storage yard.*

Amend provisions 544.h.1, 544.h.3. and 544.h.7, as follows: All other provisions of the subsection, not listed below, remain unchanged.

- 1. All such storage shall be located within a rear yard and screened in accordance with subsection 557~~m~~j outdoor storage.
- 3. All storage areas shall conform to all district setback requirements for principal uses. Where the storage yard abuts residentially zoned property, there shall be a ten-foot-wide landscaped greenbelt between the property line and the wall. Said greenbelt shall be planted in accordance with article ~~34~~, division 3, landscaping, section 44~~75~~.
- 7. Outdoor storage and display areas shall comply with the requirements of subsection 557~~m~~j, outdoor storage.

i. *Drive-through window facilities for banks, restaurants or other permitted uses.*

Correct the reference, as follows:

See section 557~~f~~d.

j. *Event facilities.*

Amend provision 544.j.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

- 2. ~~The property shall contain a minimum of three acres~~ Event facilities shall not exceed 3000 square feet of floor area.

l. Health/fitness/exercise center.

Delete provision 544.l.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~2. In the mixed use (MX-1) district, the facility shall be a maximum of 1,200 square feet.~~

m. Hookah/vapor bar or lounge (smoking lounge).

Amend provision 544.m.1.c, as follows: All other provisions of the subsection, not listed below, remain unchanged.

c) Hookah bars and lounges shall not serve patrons under the age of ~~19~~21.

p. Manufacturing, packaging, assembly, fabrication of products.

Delete subsection 544.p, as follows: Following this subsection, all subsequent subsections shall be revised alphabetically.

~~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 section 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.~~

s. Outdoor storage.

Correct the alphabetical order of subsection 544.s accordingly and correct the reference, as follows:

~~sr.~~ Outdoor storage. See subsection 557mj.

t. Performing and fine arts studios.

Correct the alphabetical order of subsection 544.t accordingly and correct the subsection title, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~ts.~~ *Performing and fine arts ~~schools or~~ studios.*

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

Correct the alphabetical order of subsection 544.v accordingly and amend provision 544.v.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~vu.~~ *Rehabilitation of historic buildings into restaurants, museums, and performing arts centers.*

2. Any restaurant serving alcohol must comply with ~~subsection "w" below on-~~
~~premises alcoholic beverages regulations as set in subsection "p" of this section.~~

w. *Restaurants with a walk-up window.*

Correct the alphabetical order of subsection 544.w accordingly and correct the reference of provision 544.w.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~wv.~~ *Restaurants with a walk-up window*

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 25 percent 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 ~~54~~, signs.

x. *Restaurants, including carryout.*

Correct the alphabetical order of subsection 544.x accordingly and correct the reference of provision 544.x.2, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~xw.~~ *Restaurants, including carryout.*

2. Outdoor dining as an accessory area to a restaurant and subject to the provisions in article 3, division 1, general provisions, section 3~~20~~19.

z. *Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission.*

Correct the alphabetical order of subsection 544.z accordingly and amend provision 544.z.5, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~zy~~. Retail establishment holding a SDD (specially designated distributor) or SDM (specially designated merchant) license from the state liquor control commission.

5. The proposed regulated use will not be contrary to the public interest or injurious to nearby properties.

aa. Retail sales in MX-1.

Correct the alphabetical order of subsection 544.aa accordingly and amend provision 544.z.1, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~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~~ city planner based on findings of fact, are similar to the above permitted uses.

bb. Retail sales and personal service in office building.

Correct the alphabetical order of subsection 544.bb accordingly and amend provision 544.bb.4, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~bb~~. Retail sales and personal service in office building.

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~~ planner 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. Small manufacturing and production establishment.

Correct the alphabetical order of subsection 544.dd accordingly and amend provisions 544.dd.1 and 544.dd.2, as follows:

~~dd~~. Small manufacturing and production establishment.

1. In B-1, ~~B-2, and~~ MX-1, and MX-2 subject to the following:
 - a) Establishment occupies less than ~~1,500~~ 3,000 square feet and has not more than ~~ten~~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.
 - 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 ~~and PCD~~, subject to the following:
- a) Establishment occupies less than ~~3,000~~ 10,000 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.—~~
 - b) 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.
 - 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.
 - 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) 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.
 - g) In the B-2 District, 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.
 - h) In the B-2 District, outdoor storage, which is clearly accessory to the permitted use, limited in scale, and incidental to the primary indoor use(s) of the site, is subject to the provisions of section 557j.

ee. Tattoo parlors

Correct the alphabetical order of subsection 544.ee accordingly and correct the subsection title, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~eedd.~~ *Tattoo parlors (Body art services, including microblading, branding, body piercing).*

ff. Veterinary hospitals/clinic.

Correct the alphabetical order of subsection 544.ff accordingly and amend the provisions of 544.ff.4 and 544.ff.5, as follows: All other provisions of the subsection, not listed below, remain unchanged.

ffe. Veterinary hospitals/clinic

4. Parking lots shall be set back at least 50 feet from a residential district or use and shall be screened by a wall at least four feet high with landscaping on the exterior side of the wall. The ~~zoning administrator~~ **city planner** 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(~~po~~), kennels, or pet boarding facility under section 544(~~ut~~).

ARTICLE 5. DIVISION 4. SPECIAL LAND USES

Sec. 554. Conditions of approval.

Amend provision 554.e, as follows: All other provisions of the section, not listed below, remain unchanged.

- e. The city shall make periodic investigations of developments authorized by special land use approval to ensure continued compliance with all requirements imposed by the planning commission and this division. Noncompliance with the requirements and conditions approved for the special land use shall constitute grounds for the planning commission to terminate the approval following a public hearing. Such hearing shall be held in accordance with the procedures used for the original hearing as described in article VI, division 2, section 6~~4~~23, public hearings, and as required by this division.

Sec. 557. Special land use specific requirement.

- c. *Automobile washes, automatic or self-service.* See section 544c.

Delete subsection 557.c, as follows: Following this subsection, all subsequent subsections shall be revised alphabetically.

~~d. Automobile washes, automatic or self-service. See section 544c.~~

- e. *Commercial television and radio broadcast towers and studios*

Delete subsection 557.e, as follows: Following this subsection, all subsequent subsections shall be revised alphabetically.

~~e. Commercial television and radio broadcast towers and studios. Commercial television and radio broadcast towers and studios may be permitted in certain districts, as specified in this ordinance, subject to the following:—~~

- ~~1. Office buildings and broadcasting studios of radio and television stations shall be subject to the provisions of article III, general provisions.—~~
- ~~2. Commercial television and radio broadcasting towers shall be located on a continuous parcel having a dimension at least equal to the height of the tower measured from the base of said tower to all points on each property line. Multiple towers on the same parcel or adjoining parcels shall be so situated as to meet the above criteria and be separated from any other tower for a distance of at least equal to the height of the tallest tower. The use of monopole towers shall be required unless the applicant demonstrates that monopole towers are not feasible for the proposed use.—~~

l. Outdoor storage.

Correct the alphabetical order of subsection 557.l accordingly and amend provision 554.l.10, as follows: All other provisions of the subsection, not listed below, remain unchanged.

~~lj.~~ *Outdoor storage.*

10. Where the storage yard abuts residentially zoned property, there shall be a ten-foot wide landscaped greenbelt between the property line and the wall. Said greenbelt shall be planted in accordance with article 34, division 3, landscaping, section 4475.

m. Pawnbrokers.

Correct the alphabetical order of subsection 557.m accordingly and amend the provisions and the format of subsection 554.m, as follows:

~~mk.~~ *Pawnbrokers.*

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 state 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 state 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 and SDD licenses from the state 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 and SDD license, are exempt from this spacing requirement.—~~

3. The proposed regulated use will not be contrary to any program of neighborhood conservation, nor will it interfere with any redevelopment projects.
4. The proposed regulated use will be in compliance with all other applicable regulations, city codes and state and federal laws.
5. No pawnbroker or pawnshop use shall be located on a parcel of land which is located such that a radius of 1,000 feet drawn from any point on that parcel contains at least 30 percent residential buildings, dwellings or rooming units of the total number of structures within such radius. This provision may be waived by the zoning board of appeals upon receiving a petition filed by the appellant which indicated approval of the proposed regulated use by 51 percent of all the adults residing within a radius of 1,000 feet of the location of the proposed use.
 - 6.a. Petition preparation. The petitioner shall attempt to contact all adult residents within this radius and shall maintain a list of all addresses at which no contact was made or only a verbal response received. Signatures of a minimum of 51 percent of all the adult residents of the area are required for approval.
 - 7.b. Regulations of board. The zoning board of appeals shall adopt rules and regulations governing the procedure for securing the petition of consent as provided for in this section. The rules shall provide that the circulator of the petition shall subscribe to an affidavit to the fact that the petition was circulated in accordance with the rules of the zoning board of appeals and that the circulator personally witnessed the signatures on the petition by the person whose name appeared therein.
 - 8.c. Filing and verification. The zoning board of appeals shall not consider the waiver of location requirements until the above-described petition shall have been filed and verified.
- 9-6. 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.
107. 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.
118. The proposed regulated use will not be contrary to the public interest or injurious to nearby properties.
129. The proposed regulated use will not have the possible effect of downgrading and blighting the surrounding neighborhood.
1310. The proposed regulated use will not be contrary to any program of neighborhood conservation, nor will it interfere with any redevelopment projects.
1411. The proposed regulated use will not reasonably be expected to diminish the value of properties in the immediate area.
- ~~15. The proposed regulated use will be in compliance with all other applicable regulations, city codes and state and federal laws.—~~

ARTICLE 5. DIVISION 5. CONDOMINIUM DEVELOPMENT STANDARDS

Sec. 570. Residential recreational area.

Amend the provision of section 570, as follows:

Any residential condominium comprising 20 or more lots or dwelling units, either as a single development or as a group of adjacent developments offered by a single proprietor, shall provide an active recreational area in accordance with article III, division 1, section 32~~6~~5, residential recreational area.

ARTICLE 6. DIVISION 1. NON-CONFORMING USES, STRUCTURES, AND LOTS

Sec. 605. Expansion of a non-conforming residential building.

Amend the provision of the first portion of section 605, as follows: *All other provisions of the section, not listed below, remain unchanged.*

A non-conforming residential building may be expanded into a side or rear yard in a manner that does not comply with the setback standards with approval from the zoning ~~board of appeals administrator~~. The zoning ~~board of appeals administrator~~ shall utilize the following standards:



CITY OF OAK PARK

DEPARTMENT OF ECONOMIC DEVELOPMENT & PLANNING

Mayor
Marian McClellan
Mayor Pro Tem
Shaun Whitehead
Council Members
Solomon Radner
Julie Edgar
Stephanie Crawford
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, April 21, 2025, at 5:30 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 Ordinance in the following sections: Article 1, Division 2; Article 2, Division 2; Article 2, Division 3; Article 2, Division 4; Article 3, Division 1; Article 3, Division 2; Article 4, Division 1; Article 4, Division 2; Article 4, Division 3; Article 4, Division 4; Article 5, Division 1; Article 5, Division 2; Article 5, Division 3; Article 5, Division 4; Article 5, Division 5; Article 6, Division 1.

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, MI STAFF REPORT

10.A.1

AGENDA FOR: May 5, 2025

SUBJECT: Approval of proposed Change Order No. 1 in the amount of \$16,459.50 by Luigi Ferdinandi & Son Cement Co. of Roseville, MI for the 2025 Catch Basin Line Replacement Project, M-779.

DEPARTMENT: Municipal Services

FROM: Kara Grisamer, City Engineer

SUMMARY: Attached is proposed Change Order No. 1 in the amount of \$16,459.50 for the 2025 Catch Basin Line Replacement Project, M-779 by Luigi Ferdinandi & Son Cement Co. of Roseville, MI. This project includes removing and replacing storm sewer on selected streets in the areas shown on the attached map. The change order is to add a pay item for structure repair. We have found several structures that have required the top few feet below the rim to be repaired. This change order allows us to pay the contractor for the work. The pay item is to be paid for each linear foot of structure repair.

FINANCIAL STATEMENT:

Original Contract Amount:	\$293,318.62
Proposed Change Order No. 1:	\$16,459.50
Proposed New Contract Amount:	\$309,775.12

RECOMMENDED ACTION: It is recommended that City Council approve proposed Change Order No. 1 in the amount of \$16,459.50 for the 2025 Catch Basin Line Replacement Project, M-779 by Luigi Ferdinandi & Son Cement Co. of Roseville, MI. Funding is available in the Water and Sewer Fund (592-18.550-970).

EXHIBITS:

1. M-779 Change Order No 1
2. M-779 Area Map

CHANGE ORDER

PROJECT:	2025 CATCH BASIN LINE REPLACEMENT PROJECT	JOB NUMBER:	M-779
OWNER:	CITY OF OAK PARK, MICHIGAN	CHANGE ORDER NO.:	1
CONTRACTOR:	LUIGI FERDINANDI & SON CEMENT CO. 16481 COMMON ROAD ROSEVILLE, MI 48066	PAGE:	1

TO THE CONTRACTOR:

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

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

Item No.	Description	Original Bid Quantity	Unit	Unit Price	Increased Quantity	Quantity to Date	TOTAL Amount
27	Structure Repair	0	LFT	\$329.19	50	0.00	\$16,459.50
TOTALS							\$16,459.50

SUMMARY

Total Increase	\$16,459.50
Total Decrease	\$0.00
Total for Change Order No.1:	\$16,459.50
Contract Amount	\$293,318.62
Change Order No. 1:	\$16,459.50
New Contract Amount:	\$309,778.12

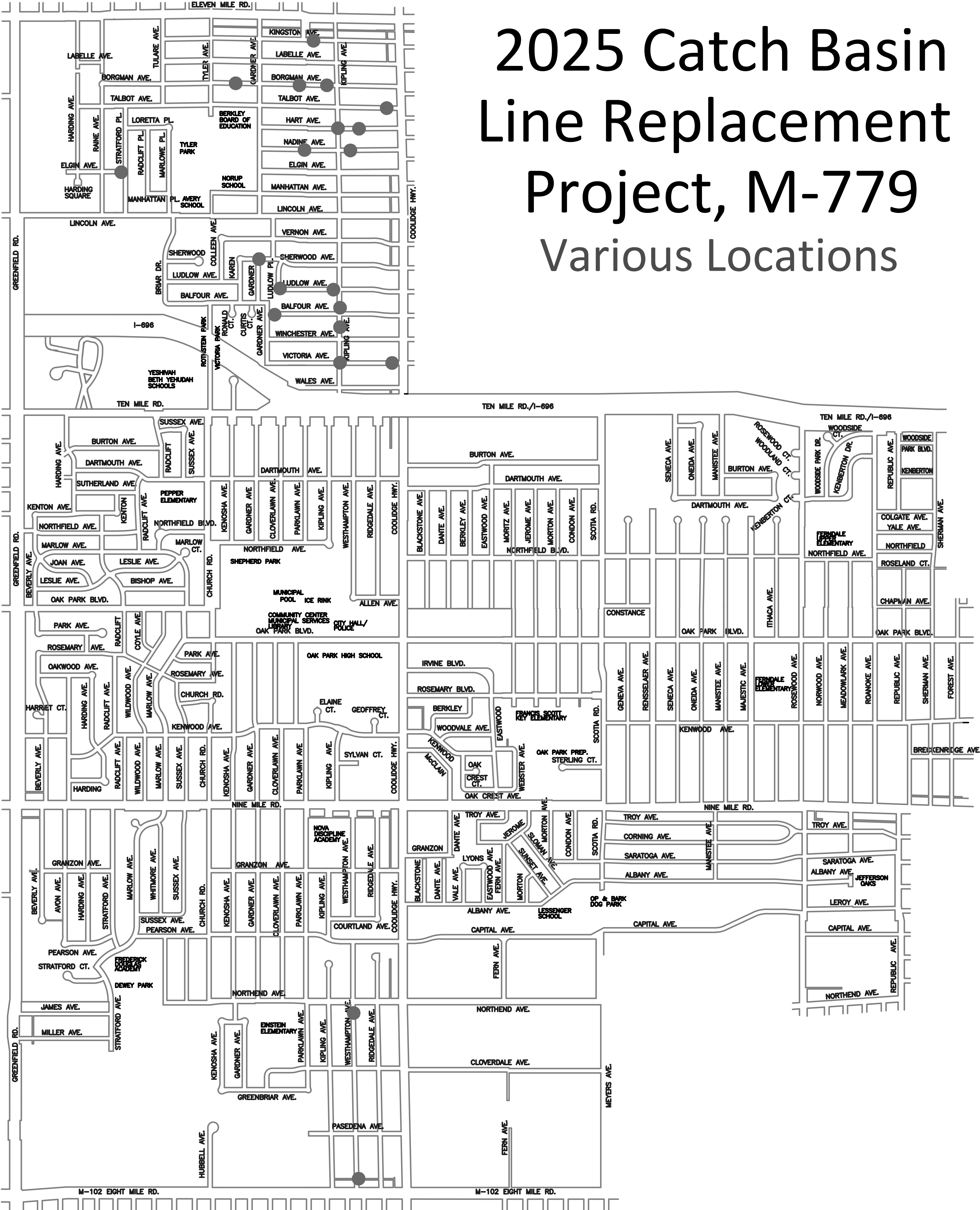
Luigi Ferdinandi & Son Cement Co.	Date
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Kara Grisamer, City Engineer	Date
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***Reviewed by and recommended for approval by City Council**

City of Oak Park

2025 Catch Basin Line Replacement Project, M-779 Various Locations





CITY OF OAK PARK, MI STAFF REPORT

10.B.1

AGENDA FOR: May 5, 2025

SUBJECT: Request to receive and approve exception recommendations regarding Special Assessment Districts

DEPARTMENT: Finance/Assessing

FROM: Steve Lukasik, Deputy Treasurer

SUMMARY: At the council meeting of April 7, 2025, City Council adopted Special Assessment Resolution No. 9 to confirm the roll with the exceptions of forty-two (attached hereto), which were removed temporarily for further review. City Council also adopted Special Assessment Resolution No. 10, setting the due date of May 21, 2025, together with the penalty of ten percent (10%) for Special Assessment District No. 721 Delinquent Utilities and Special Assessment District No. 724 Unpaid Property Blight.

FINANCIAL STATEMENT: N/A

RECOMMENDED ACTION: It is recommended that the unpaid invoice(s) belonging to the following parcel(s) be restored to the Special Assessment District No. 721 along with the original 10% penalty:

52-25-29-202-004	24741 Seneca
52-25-30-227-001	13841 Ten Mile
52-25-28-305-030	23511 Norwood
52-25-30-380-022	23105 Church
52-25-31-302-001	21590 Greenfield
52-25-31-208-033	21801 Parklawn
52-25-19-279-028	26231 Coolidge
52-25-31-201-018	22171 Kenosha
52-25-30-330-004	14451 Elm
52-25-31-429-003	21450 Ridgedale
52-25-31-482-011	20761 Ridgedale
52-25-32-104-018	22040 Dante
52-25-30-452-001	23150 Kenosha
52-25-30-454-022	23131 Parklawn

52-25-31-481-005 20760 Kipling
52-25-29-355-001 13371 Kenwood
52-25-29-155-011 24300 Eastwood

And the following parcel(s) be restored to the Special Assessment District No. 724 along with the original 10% penalty:

52-25-28-326-014 8400 Oak Park Blvd.
52-25-28-354-030 23121 Republic
52-25-28-102-021 8830 Kenberton
52-25-28-151-001 8921 Kenberton
52-25-32-201-006 10720 Troy
52-25-32-127-014 22181 Morton

And the following parcel(s) be removed from Special Assessment District No. 721 along with the original 10% penalty:

52-25-30-177-010 14561 Marlow
52-25-29-328-005 23830 Morton
52-25-31-276-074 13620 Pearson
52-25-19-204-008 14221 Kingston
52-25-19-278-004 14041 Hart
52-25-30-227-022 24701 Westhampton
52-25-30-277-010 24280 Westhampton
52-25-31-276-079 21941 Coolidge
52-25-19-285-021 13650 Lincoln
52-25-28-154-001 24117 Roanoke
52-25-19-257-001 14301 Manhattan
52-25-32-104-067 21921 Fern
52-25-30-454-004 23150 Cloverlawn
52-25-29-154-010 24290 Berkley
52-25-29-356-009 13310 Oak Crest
52-25-30-404-034 23421 Cloverlawn
52-25-29-303-024 13450 Rosemary
52-25-30-328-002 23740 Wildwood

And the following parcel(s) be removed from Special Assessment District No. 724 along with the original 10% penalty:

52-25--30-303-027 15230 Oakwood Dr.

EXHIBITS:

1. SAD #721 Unpaid Utility Billing Exception Decisions
2. SAD #724 Unpaid Blight Exception Decisions
3. SAD #724 blight Removal Samet



CITY OF OAK PARK

Utility Billing Division

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

To: Erik Tungate, City Manager
From: Kevin VanDeWalle, Utility Billing Supervisor
Date: April 15, 2025
RE: Special Assessment District # 721 Unpaid Utility Invoices

At City Council's request, the Utility Billing Division has completed an investigation of the concerns voiced at the April 7, 2025, special assessment public hearing for unpaid utility invoices.

We have investigated all the concerns and mailed letters to the property owners informing them of the investigation. Attached are copies of the letters that were mailed out.

It is the opinion of the City of Oak Park Utility Billing Division that the following parcels remain in the Special Assessment Roll # 721 Unpaid Utility Invoice.

Parcel # 52-25-29-202-004	24741 Seneca
Parcel # 52-25-30-227-001	13841 Ten Mile
Parcel # 52-25-28-305-030	23511 Norwood
Parcel # 52-25-30-380-022	23105 Church
Parcel # 52-25-31-302-001	21590 Greenfield
Parcel # 52-25-31-208-033	21801 Parklawn
Parcel # 52-25-19-279-028	26231 Coolidge
Parcel # 52-25-31-201-018	22171 Kenosha
Parcel # 52-25-30-330-004	14451 Elm
Parcel # 52-25-31-429-003	21450 Ridgedale
Parcel # 52-25-31-482-011	20761 Ridgedale
Parcel # 52-25-32-104-018	22040 Dante
Parcel # 52-25-30-452-001	23150 Kenosha
Parcel # 52-25-30-454-022	23131 Parklawn
Parcel # 52-25-31-481-005	20760 Kipling
Parcel # 52-25-29-355-001	13371 Kenwood
Parcel # 52-25-29-155-011	24300 Eastwood

It is the opinion of the City of Oak Park Utility Billing Division that the following parcels be removed from the Special Assessment Roll # 721 Unpaid Utility Invoice.

Parcel # 52-25-30-177-010	14561 Marlow
Parcel # 52-25-29-328-005	23830 Morton
Parcel # 52-25-31-276-074	13620 Pearson
Parcel # 52-25-19-204-008	14221 Kingston
Parcel # 52-25-19-278-004	14041 Hart
Parcel # 52-25-30-227-022	24701 Westhampton
Parcel # 52-25-30-277-010	24280 Westhampton
Parcel # 52-25-31-276-079	21941 Coolidge
Parcel # 52-25-19-285-021	13650 Lincoln
Parcel # 52-25-28-154-001	24117 Roanoke
Parcel # 52-25-19-257-001	14301 Manhattan

Parcel # 52-25-32-104-067	21921 Fern
Parcel # 52-25-30-454-004	23150 Cloverlawn
Parcel # 52-25-29-154-010	24290 Berkley
Parcel # 52-25-29-356-009	13310 Oak Crest
Parcel # 52-25-30-404-034	23421 Cloverlawn
Parcel # 52-25-29-303-024	13450 Rosemary
Parcel # 52-25-30-328-002	23740 Wildwood

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall – 14000 Oak Park Blvd, Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
Mayor Pro Tem
Shaun Whitehead
Council Members
Solomon Radner
Julie Edgar
Stephanie Crawford
City Manager
Erik Tunge

April 10, 2025

Linda Hayes
21801 Parklawn
Oak Park, Mi 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Linda Hayes:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, “The storm drainpipe is broken I do not have any money at this time”.

Upon further review of the property at 21801 Parklawn, parcel # 52-25-31-208-033 has an unpaid utility invoice for the tax roll amount of \$134.15 on April 10, 2025, as of the date on this letter. Unfortunately, the inability to pay does not qualify for an exception. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Brandon Alexander
13841 W Ten Mile
Oak Park, Mi 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Brandon Alexander:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, “Making payments, hopefully before May 21”.

Upon further review of the property at 13841 W Ten Mile, parcel # 52-25-30-227-001 has an unpaid utility invoice for the tax roll amount of \$196.80 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,
Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Dominique Witherspoon
23105 Church
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Dominique Witherspoon:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "I set up auto payments for the water bill but did not realize that it was unsuccessful until I received the hearing notice".

Upon further review of the property at 23105 Church, parcel # 52-25-30-380-022 has an unpaid utility invoice for the tax roll amount of \$398.90 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,
Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Kevin White
13371 Kenwood
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Kevin White:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "Falling behind on my water bill due to repairs I had to make regarding basement flooding".

Upon further review of the property at 13371 Kenwood, parcel # 52-25-29-355-001 has an unpaid utility invoice for the tax roll amount of \$391.92 on April 9, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Please visit our website at oakparkmi.gov for our utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Sohpia Eley
20760 Kipling
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Sophia Eley:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "Payment arrangements".

Upon further review of the property at 20760 Kipling, parcel # 52-25-31-481-005 has an unpaid utility invoice for the tax roll amount of \$150.24 on April 9, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Jaya Hamilton
20761 Ridgedale
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Jaya Hamilton:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "I am disabled it's hard for me to make income".

Upon further review of the property at 20761 Ridgedale, parcel # 52-25-31-482-011 has an unpaid utility invoice for the tax roll amount of \$420.69 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Dahnyelle Curtis
24300 Eastwood
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Dahnyelle Curtis:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "If we can have someone check if there is a water leak".

Upon further review of the property at 24300 Eastwood, parcel # 52-25-29-155-011 has an unpaid utility invoice for the tax roll amount of \$735.03 on April 9, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Our office will be in contact with you to schedule an appointment for a re-read and check for leaks.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Marcell Craig
23150 Kenosha
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Marcell Craig:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, “Recently became disabled I was severely lost my vehicle and was placed on temporary disability”.

Upon further review of the property at 23150 Kenosha, parcel # 52-25-30-452-001 has an unpaid utility invoice for the tax roll amount of \$103 on April 9, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
Marian McClellan
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Council Members
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City Manager
Erik Tungate

April 9, 2025

Jirjis Raymond
22040 Dante
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Jirjis Raymond:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "I will pay water bill in full before the hearing".

Upon further review of the property at 22040 Dante, parcel # 52-25-32-104-018 has an unpaid utility invoice for the tax roll amount of \$152.20 on April 9, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Alicia Black
23131 Parklawn
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Alicia Black:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, “I am making payments”.

Upon further review of the property at 23131 Parklawn, parcel # 52-25-30-454-022 has an unpaid utility invoice for the tax roll amount of \$345.24 on April 9, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Shirley Thompson
21450 Ridgedale
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Shirley Thompson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting.

Upon further review of the property at 21450 Ridgedale, parcel # 52-25-31-429-003 has an unpaid utility invoice for the tax roll amount of \$93.96 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Dorothy Woodruff & Michelle Dash
19143 Hartwell
Detroit, MI 48234

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Dorothy Woodruff & Michelle Dash:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting.

Upon further review of the property at 14451 Elm, parcel # 52-25-30-330-004 has an unpaid utility invoice for the tax roll amount of \$431.57 on April 10, 2025, as of the date on this letter. Unfortunately, the inability to pay does not qualify for an exception. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Dorothy Woodruff & Michelle Dash
14451 Elm
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Dorothy Woodruff & Michelle Dash:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting.

Upon further review of the property at 14451 Elm, parcel # 52-25-30-330-004 has an unpaid utility invoice for the tax roll amount of \$431.57 on April 10, 2025, as of the date on this letter. Unfortunately, the inability to pay does not qualify for an exception. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Camara Ellis
22171 Kenosha
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Camara Ellis:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting.

Upon further review of the property at 22171 Kenosha, parcel # 52-25-31-201-018 has an unpaid utility invoice for the tax roll amount of \$84.47 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Michael Sackman
1045 Timberlake Dr
Bloomfield Hills, Mi 48302

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Michael Sackman:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "I am not sure, I will pay it, but I have not received it or it has gone to wrong address or to the tenant and they have not paid it otherwise I have no problem paying it".

Upon further review of the property at 26231 Coolidge, parcel # 52-25-19-279-028 has an unpaid utility invoice for the tax roll amount of \$345.79 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Please remember, failure to receive a utility bill will not waive penalties and does not release you from the responsibility of paying. All utility account information is at your fingertips on our website 24/7. Please visit our website at oakparkmi.gov and click on pay utility bills online.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,
Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Germain Evans
PO Box 721391
Berkley, Mi 48072

RE: *Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices*

Dear Germain Evans:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "The storm drainpipe is broken I do not have any money at this time".

Upon further review of the property at 21590 Greenfield, parcel # 52-25-31-302-001 has an unpaid utility invoice for the tax roll amount of \$595.97 on April 10, 2025, as of the date on this letter. Unfortunately, the inability to pay does not qualify for an exception. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Deborah Thomas
23511 Norwood
Oak Park, Mi 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Deborah Thomas:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting.

Upon further review of the property at 23511 Norwood, parcel # 52-25-28-305-030 has an unpaid utility invoice for the tax roll amount of \$196.80 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Tanisha Lewis
24741 Seneca
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Tanisha Lewis:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to the utility bill invoice being placed on the special assessment roll at the April 7, 2025, Oak Park City Council Meeting. Your objection was because you stated, in part, "Currently not working and when I was working unfortunately, I was behind which caused me to be behind on my water".

Upon further review of the property at 24741 Seneca, parcel # 52-25-29-202-004 has an unpaid utility invoice for the tax roll amount of \$299.47 on April 10, 2025, as of the date on this letter. The property owner is held accountable for payment of any delinquent outstanding utility bills. Utility bills are attached to the property not the person, any unpaid utility bills are a lien on the property and roll to the property tax of the owner. The tax roll amount must be paid in full. Once the special assessment for delinquent utility is paid in full, it will be removed from the tax roll. After payment if you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please visit our website at oakparkmi.gov for utility assistance organizations and programs if you are in need of assistance.

The recommended action to City Council that the unpaid utility invoice be placed back on the special assessment district at the May 5, 2025 City Council Meeting. You have till May 5, 2025, to pay without the additional 10% penalty. Your last pay by date to avoid the tax roll and further penalties is on May 21, 2025.

Sincerely,
Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Matthew Birchett
21921 Fern
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Matthew Birchett:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 21921 Fern # 52-25-32-104-067. This invoice has been paid in full. If you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Raymond Karam
38 Vassar TRL
Hopatcong, NJ 07843

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Matthew Birchett:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 21921 Fern # 52-25-32-104-067. This invoice has been paid in full. If you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor

Marian McClellan

Mayor Pro Tem

Shaun Whitehead

Council Members

Solomon Radner

Julie Edgar

Stephanie Crawford

City Manager

Erik Tungate

April 9, 2025

Christopher Young
14301 Manhattan
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Christopher Young:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 14301 Manhattan # 52-25-19-257-001. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Nardia Jackson
24117 Roanoke
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Nardia Jackson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 24117 Roanoke # 52-25-28-154-001. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 9, 2025

Maria Fought
13650 Lincoln
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Maria Fought:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 13650 Lincoln # 52-25-19-285-021. This invoice has been paid in full. Additionally, you are now set up to receive a duplicate utility bill in the mail.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Carlton Delano Saunders II
21941 Coolidge
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Carlton Delano Saunders II:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 21941 Coolidge Parcel # 52-25-31-276-079. If you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. As of the date of this letter, your total balance is \$1,368.52.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Erica Crittenden
24280 Westhampton
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Erica Crittenden:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 24280 Westhampton # 52-25-30-277-010. This invoice has been paid in full. If you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please remember, failure to receive a utility bill will not waive penalties and does not release you from the responsibility of paying. All utility account information is available at your fingertips on our website 24/7. Please visit our website at oakparkmi.gov and click on pay utility bills online.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Leroy Thornton
24701 Westhampton
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Leroy Thornton:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 24701 Westhampton # 52-25-30-227-022. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Sylvia Haloostock
14041 Hart
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Sylvia Haloostock:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 14041 Hart # 52-25-19-278-004. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Jori Trelfa
14221 Kingston
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Jori Trelfa:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 14221 Kingston # 52-25-19-204-008. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Tereal Wilson
13620 Pearson
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Tereal Wilson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 13620 Pearson # 52-25-31-276-074. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Cynthia Carson
23830 Morton
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Cynthia Carson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 23830 Morton # 52-25-29-328-005. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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

April 10, 2025

Robert Armstrong
PO Box 2714
Farmington, Mi 48333

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Robert Armstrong:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 23830 Morton # 52-25-29-328-005. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

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Erik Tungate

April 10, 2025

Angela Lynaum
14561 Marlow
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Angela Lynaum:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 14561 Marlow # 52-25-30-177-010. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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Erik Tungate

April 9, 2025

Shakeisa Jones
23740 Wildwood
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Shakeisa Jones:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for property at 23740 Wildwood parcel # 52-25-30-328-002.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





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City Manager
Erik Tungate

April 9, 2025

Amber Kleeves
13450 Rosemary
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Amber Kleeves:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 13450 Rosemary # 52-25-29-303-024. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





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City Manager
Erik Tungate

April 9, 2025

Alyssa Rathburg
24290 Berkley
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Alyssa Rathburg:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 24290 Berkley # 52-25-29-154-010. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
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City Manager
Erik Tunge

April 9, 2025

Tiffany Smith
23150 Cloverlawn
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Tiffany Smith:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 23150 Cloverlawn # 52-25-30-454-004. This invoice has been paid in full. If you would like to set up payment arrangements for the remaining balance, please contact utility billing at 248-691-7470 so we can go over the criteria. Please remember, failure to receive a utility bill will not waive penalties and does not release you from the responsibility of paying. All Utility account information is available at your fingertips on our website 24/7. Please visit our website at oakparkmi.gov and click on pay utility bills online.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

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City Manager
Erik Tungate

April 9, 2025

Tamara Freeman
23421 Cloverlawn
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Tamara Freeman:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 23421 Cloverlawn # 52-25-30-404-034. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

Utility Billing Division

Mayor
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City Manager
Erik Tungate

April 9, 2025

Francиска Stasiewicz
13310 Oak Crest
Oak Park, MI 48237

RE: Public Hearing – Special Assessment Roll No. 721 Unpaid Utility Invoices

Dear Francиска Stasiewicz:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. Upon further review there is no unpaid utility invoice for the 2025 summer tax roll for the property at 13310 Oak Crest # 52-25-29-356-009. This invoice has been paid in full.

After reviewing your utility account, it is determined that the subject invoice can be removed from the special assessment district at the May 5, 2025, City Council Meeting.

Sincerely,

Kevin VanDeWalle
Utility Billing Supervisor
City of Oak Park
City Hall - 14000 Oak Park Blvd., Oak Park, MI 48237





CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

Mayor
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Mayor Pro Tem
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Council Members
Solomon Radner
Julie Edgar
Stephanie Crawford
City Manager
Erik Tungate

To: Erik Tungate, City Manager

From: Daniel Fairless, Deputy Director of Municipal Services Dept.

Date: April 15, 2025

Subject: Special Assessment District #724 Unpaid Property Blight Invoices

At the request of City Council, the Municipal Services Dept. has completed an investigation of the concerns voiced at the April 7, 2025 special assessment public hearing for unpaid invoices.

We have investigated all of the concerns and mailed letters to the property owners informing them of the results of the investigation. Attached are copies of the letters that I mailed.

Based on the results of the investigation, I recommend placing six of the seven unpaid invoices back on the Special Assessment Rolls for the May 5, 2025, City Council Meeting. One invoice for 15230 Oakwood Dr. (#00113475) was paid on April 7, 2025.

This completes the investigation of the property owners who expressed concerns relating to their unpaid invoices at the April 7, 2025, public hearing.

If you need any further information, please do not hesitate to ask.

Thank you.



CITY OF OAK PARK

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City Manager
Erik Tungate

April 15, 2025

Jamie Geary
10720 Troy
Oak Park, MI 48237
RE: Public Hearing – Special Assessment District No. 724 for Unpaid Charges-Blight

Dear Jamie Geary:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your Yard Waste Removal invoice being placed on the special assessment roll at the April 7, 2025 Oak Park City Council Meeting. Your objection was based, in part, on you alleging that you went to BS&A online and could not find such balance to pay and you also never received a blight ticket notice at your primary residence. After reviewing the issue, it was determined that there was uncollectable bagged yard debris on your berm, and you are responsible for the proper removal.

On January 22, 2024, the debris was on the berm and a notice to remove it was given that day. On January 23, 2024, the debris was still there so a work order was provided to our DPW crew to remove it. The City incurred a cost to perform the special waste removal service.

I am recommending to the City Council that the unpaid invoice be placed back on the Special Assessment District (SAD) at the May 5, 2025 City Council Meeting. You have until May 5, 2025, to pay the invoice without any additional penalties. For your convenience, I have attached a copy of the original invoice.

Please contact me at (248) 691-7456 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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Marian McClellan
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City Manager
Erik Tungate

April 15, 2025

David Hochberg
22181 Morton
Oak Park, MI 48237
RE: Public Hearing – Special Assessment District No. 724 for Unpaid Charges-Blight

Dear Mr. Hochberg:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your Yard Waste Removal invoice being placed on the special assessment roll at the April 7, 2025 Oak Park City Council Meeting. Your objection was based, in part, on you alleging that the bags were rolled back to the side of the house and being there for a while and then being taken back to the berm at a later date. After reviewing the issue, it was determined that there was uncollectable tree and yard debris on your berm, and you are responsible for the proper removal.

On February 26, 2024, the debris was on the berm and a notice to remove it was given that day. On March 4, 2024, the debris was still there so a work order was provided to our DPW crew to remove it. The City incurred a cost to perform the special waste removal service.

I am recommending to the City Council that the unpaid invoice be placed back on the Special Assessment District (SAD) at the May 5, 2025 City Council Meeting. You have until May 5, 2025, to pay the invoice without any additional penalties. For your convenience, I have attached a copy of the original invoice.

Please contact me at (248) 691-7456 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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Marian McClellan
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Stephanie Crawford
City Manager
Erik Tungate

April 15, 2025

David Tesner
8921 Kenberton
Oak Park, MI 48237
RE: Public Hearing – Special Assessment District No. 724 for Unpaid Charges-Blight

Dear Mr. Tesner:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your Yard Waste Removal invoice being placed on the special assessment roll at the April 7, 2025 Oak Park City Council Meeting. Your objection was based on you alleging that the debris was placed there by your next-door neighbor and the debris was on their property and not yours. After reviewing the pictures from that incident, it was determined that the debris was on your property, and you are responsible for the proper removal.

On February 27, 2024, the debris was on the berm and a notice to remove it was given that day. On February 28, 2024, the debris was still there so a work order was provided to our DPW crew to remove it. The City incurred a cost to perform the special waste removal service.

I am recommending to the City Council, that the unpaid invoice be placed back on the Special Assessment District (SAD) at the May 5, 2025 City Council Meeting. You have until May 5, 2025, to pay the invoice without any additional penalties. For your convenience, I have attached a copy of the original invoice.

Please contact me at (248) 691-7456 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

Mayor
Marian McClellan
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Stephanie Crawford
City Manager
Erik Tungate

April 15, 2025

Ellis Jefferson
8830 Kenberton
Oak Park, MI 48237
RE: Public Hearing – Special Assessment District No. 724 for Unpaid Charges-Blight

Dear Mr. Jefferson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your Yard Waste Removal invoice being placed on the special assessment roll at the April 7, 2025 Oak Park City Council Meeting. Your objection was based on your questioning what is this for. After reviewing the issue, it was determined that you had uncollectable tree and yard debris on your berm, and you are responsible for the proper removal.

On February 27, 2024, the debris was on the berm and a notice to remove it was given that day. On February 28, 2024, the debris was still there so a work order was provided to our DPW crew to remove it. The City incurred a cost to perform the special waste removal service.

I am recommending to the City Council, that the unpaid invoice be placed back on the Special Assessment District (SAD) at the May 5, 2025 City Council Meeting. You have until May 5, 2025, to pay the invoice without any additional penalties. For your convenience, I have attached a copy of the original invoice.

Please contact me at (248) 691-7456 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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

April 15, 2025

Roz Larson
8400 Oak Park Blvd.
Oak Park, MI 48237
RE: Public Hearing – Special Assessment District No. 724 for Unpaid Charges-Blight

Dear Mrs. Larson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your Yard Waste Removal invoice being placed on the special assessment roll at the April 7, 2025 Oak Park City Council Meeting. Your objection was based, in part, on you alleging that the debris was placed there by your neighbor's work crew and the notice was given when you were in Florida. After reviewing the issue, it was determined that there was uncollectable tree and yard debris on your berm, and you are responsible for the proper removal.

On February 16, 2024, the debris was on the berm and a notice to remove it was given that day. On February 19, 2024, the debris was still there so a work order was provided to our DPW crew to remove it. The City incurred a cost to perform the special waste removal service.

I am recommending to the City Council that the unpaid invoice be placed back on the Special Assessment District (SAD) at the May 5, 2025 City Council Meeting. You have until May 5, 2025, to pay the invoice without any additional penalties. For your convenience, I have attached a copy of the original invoice.

Please contact me at (248) 691-7456 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

Mayor
Marian McClellan
Mayor Pro Tem
Shaun Whitehead
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Julie Edgar
Stephanie Crawford
City Manager
Erik Tungate

April 15, 2025

Sundra Jackson
23121 Republic
Oak Park, MI 48237

RE: Public Hearing – Special Assessment District No. 724 for Unpaid Blight Charges-Grass and Weeds

Dear Mrs. Jackson:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You objected to your grass cutting invoice being placed on the special assessment roll at the April 7, 2025 Oak Park City Council Meeting.

The pending invoice was for grass and weeds cutting. The grass and weeds were in violation of Section 18-281 of the City of Oak Park Code of Ordinances on May 7, 2024. A notice was issued that day, the violation still existed on May 9, 2024 and the City cut the grass and weeds on May 10, 2024. The City incurred a cost from having to perform the grass and weeds cutting service.

I'm recommending to the City Council that the unpaid invoice be placed back on the special assessment district at the May 5, 2025, City Council Meeting. You have until May 5, 2025 to pay the invoice without further penalties. For your convenience, I have attached a copy of your original invoice.

Please contact me at (248) 691-7450 if you have any questions regarding this matter.

Sincerely,

Daniel Fairless
Deputy Director
Municipal Services Department



CITY OF OAK PARK

MUNICIPAL SERVICES DEPARTMENT

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

April 15, 2025

Lauren Abrin
15230 Oakwood
Oak Park, MI 48237
RE: Public Hearing – Special Assessment District No. 724 for Unpaid Charges-Blight

Dear Ms. Abrin:

As requested by the Oak Park City Council, we have reviewed your special assessment concern. You were not aware of the original blight invoice in your mother's name and was placed on the special assessment roll at the April 7, 2025 Oak Park City Council Meeting. While you acknowledged the charge being accurate you requested a payment plan. After contacting the Finance Department in regards to the payment plan that request was denied.

Since we notified you via email that a payment plan could not be done you paid the outstanding invoice and will be removed from the SAD.

Please contact me at (248) 691-7404 if you have any questions regarding this matter.

Sincerely,

Kimberly Marrone
Director
Municipal Services Department