

**AGENDA**  
**CITY COUNCIL STUDY SESSION**  
**NOVEMBER 13, 2023 - 6:00PM**  
**CITY OF FARMINGTON HILLS**  
**CITY HALL – COUNCIL CHAMBERS**  
**31555 W ELEVEN MILE ROAD**  
**FARMINGTON HILLS, MICHIGAN**  
**Telephone: 248-871-2410    Website: [www.fhgov.com](http://www.fhgov.com)**

1. Call Study Session to Order
2. Roll Call
3. Chaldean Community Foundation Multiple-Family Housing Project ([Planned Unit Development 1, 2023](#))
4. Adjourn Study Session

Respectfully submitted,

Pamela B. Smith, City Clerk

Reviewed by:

Gary Mekjian, City Manager

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/accommodations will be made. Thank you.



## ***Inter-Office Correspondence***

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**DATE:** November 8, 2023

**TO:** Gary Mekjian, City Manager

**FROM:** Charmaine Kettler-Schmult, Director, Planning and  
Community Development Department

**SUBJECT:** November 13, 2023, City Council Study Session of PUD 1, 2023 – Chaldean Community  
Foundation Multiple-Family Housing Project

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This study session has been scheduled to allow the members of City Council and the project proponent to come to an understanding of the proposal prior to the City Council public hearing, currently scheduled for November 27, 2023.

The project consists of three (3) residentially zoned properties along Thirteen Mile, between Orchard Lake and Middlebelt. The current zoning is RA-1, One Family Residential. The current master plan designation is single-family residential.

The proposal is a Planned Unit Development (PUD) with a concurrent site plan and landscape plan proposing one-hundred (100) units of housing in five (5) buildings arranged around a central courtyard with access from Thirteen Mile.

There are four (4) steps in approval of a Planned Unit Development (PUD):

- (1) Planning Commission determination that the project meets at least one (1) of the criteria provided in the Zoning Ordinance to qualify for the PUD option;
- (2) PUD Plan (with or without a concurrent site/landscape plan) reviewed by the Planning Commission and a recommendation for approval or denial to City Council;
- (3) PUD Plan review by City Council following a public hearing and a decision as to whether to approve or deny the plan; and
- (4) PUD Agreement approval by City Council. This document codifies all the previous motions and approvals into a legal agreement between the City of Farmington Hills and the property owner.

The current project is at the second step with the third step upcoming on the November 27, 2023, Council meeting agenda.



## ***Inter-Office Correspondence***

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On June 15, 2023 the Planning Commission determined the project qualified for PUD with two (2) criteria: E.iv and E.viii.

- “E.iv. - To provide alternative uses for parcels which can provide transition buffers to residential areas.
- “E.viii. – To bring about redevelopment of sites where an orderly change of use is determined to be desirable.”

Planning Commission Actions following PUD Qualification:

- July 20, 2023 (Planning Commission Motion 7-0 to set the item for Public Hearing)
- August 17, 2023 (Planning Commission Public Hearing held – Motion 6-2 to postpone to a date uncertain)
- September 21, 2023 (Planning Commission Study Session)
- October 26, 2023 (Planning Commission Motion 6-3 to recommend denial to City Council)

The video of all Planning Commission regular and public hearings available on the City of Farmington Hills website with the associated meeting agenda and minutes.

<https://fhgov.com/government-business/agendas-minutes/planning-commission/2023>.

The Farmington Hills Planning Consultant from Giffels/Webster, City Planning staff and representatives of the Chaldean Community Foundation will be present at the study session to outline the proposal and address questions.

### **Attachments:**

[PUD 1, 2023 proposal](#)

[Location Map](#)

[Zoning Map](#)

[Giffels/Webster review dated July 31, 2023](#)

[June 15, 2023 - PC qualification meeting](#)

[July 20, 2023 - PC regular meeting minutes](#)

[August 17, 2023 - PC Public Hearing minutes](#)

[September 21, 2023 - PC study session minutes](#)

[October 26, 2023 – PC regular meeting minutes](#)



**CHALDEAN COMMUNITY  
FOUNDATION**

City of Farmington Hills, Planning Office  
31555 W. Eleven Mile Road  
Farmington Hills, MI 48336-1165

June 19, 2023

Re: PUD Request for final determination

Members of the Planning Commission,

Chaldean Community Foundation is proposing a PUD (planned unit development) for our proposed multi-family affordable housing development in the City of Farmington Hills.

Based on your approval on 6-15-23 to grant our request for PUD Qualification, we are now submitting our PUD request for final determination.

We have included the following information in our submission package:

Boundary survey, topographic survey, colored land use site & landscape plan, tree survey, preliminary grading plan, and preliminary water distribution, storm, and sanitary sewer plan, traffic information, data analytics information supporting the need for our project. Architectural plans including floor plans with sq ft indicated, building plans with total sq ft indicated, elevations with façade materials and average building height indicated, (2) 3D renderings of the project. Project sign to be on brick entry walls.

Also, please see additional project information that is included in our package which explains in detail the full project intent of our CCF affordable housing project.

The intended schedule of the development is as follows:

	<u>City</u>	<u>MSHDA</u>
<b>4/3/2023</b>		Submit Notice of Intent
<b>4/21/2023</b>		Conditional Approval
<b>5/18/2023</b>	Submit for PUD Qualification	
<b>6/13/2023</b>		Prelim Proj. Rankings
<b>6/15/2023</b>	PC Mtg for PUD Qualification	
<b>6/19/2023</b>	Submit for PUD Determination	
<b>TBD</b>	Meet with Holly Hills HOA before 7/20/2023	
<b>7/18/2023</b>	Submit for City Council Review of PUD	
<b>7/20/2023</b>	PC Mtg for PUD Determination	
<b>8/28/2023</b>	City Council Review of PUD	
<b>TBD</b>	City Attorney & CCF create PUD Agreement	
<b>9/4/2023</b>		<b>Submit Complete Application</b>
<b>9/25/2023</b>	City Council Final Approval of PUD Agreement	
<b>10/18/2023</b>	Submit for Final SPA	
<b>11/16/2023</b>	PC Mtg for Final Site Plan Approval	
<b>11/17-12/1/2023</b>	Submit for Building Permit	Final Rankings Commitment
<b>1/1-1/31/2024</b>		MSHDA Board Approval
<b>2/1/2024</b>	Issuance of Building Permit	
<b>3/1- 4/1/2024</b>		MSHDA Closing



As we stated in our qualification submission and presentation:

***Based on the existing development patterns to the west of our proposed project that currently exist along 13 Mile Road: Our project is compatible with and will complement these existing multifamily uses and continue to further activate the underutilized parcels of land along 13 Mile to the east.***

***Our proposed multi-family residential project will act as an excellent transition buffer from 13 Mile Rd to the existing single-family to our south, and will encourage similar transitional types of development to the east of our proposed project.***

***The redevelopment of this site will provide an orderly change of use that will be desirable for the community, because it will continue the development trend that has previously occurred to our west, and will act as an excellent transition buffer from 13 mile road to the existing residential neighborhood to our south. Furthermore, our project will encourage activation of the remaining parcels to the east along 13 Mile.***

We believe our proposed multi-family affordable housing development is a much-needed form of housing in the city of Farmington Hills. The project has preliminary site approval from MSHDA and is based on the 4,6,8 PILOT program. We have demonstrated the need for this project in our submission materials and have designed a beautiful project that will be a wonderful addition to the community with many public benefits.

We look forward to presenting our PUD request for final determination to the Planning Commission at your July 20th PC meeting.

Sincerely,

A handwritten signature in blue ink that reads "Tom Haji".

Tom Haji  
Director  
Chaldean Community Foundation



## CCF Farmington Hills – Affordable Housing Project

**Background:** The *Chaldean Community Foundation* is expanding its Macomb County non-profit operations into **Oakland County** at the newly acquired 7+ acre property located at 2075 Walnut Lake Rd in West Bloomfield Township. CCF Macomb currently serves over 40,000 clients in need every year and there are many clients coming in from Oakland County.

Similar to its' 135-unit, \$31M Van Dyke Apartment project, CCF has identified a great need for affordable housing in the surrounding **Farmington Hills** area, where there is a large concentration of Chaldeans/Assyrians and others in need. Currently, there is very limited newer affordable housing in Farmington Hills and CCF already has a wait list of over 500+ people.

**Site Plan:** CCF plans to develop a 100-unit affordable housing project, made up of 5 buildings with 20 one and two-bedroom units in each (60/40 split). The site sits on close to 6 acres of land located at 29845-29915 W. 13 Mile Rd and will have a gross building square footage of 80,000.



**Community Benefits:** The key benefits to the public include:

1. **Setting the standard** for much-needed, **newer** affordable housing to the Farmington Hills area
2. Strong support from the State of Michigan ([Michigan Senate OKs developer subsidies for housing projects](#) | [Crain's Detroit Business \(crainsdetroit.com\)](#))
3. Reviving an otherwise dormant corridor off 13 Mile, which will spark additional development
4. Roughly 80 temporary construction jobs created, along with 4 new permanent jobs
5. Public walkways connected to a newly formed outdoor Park, that will provide a picnic and recreational area, along with maintaining many of the existing trees
6. A perfect balance between a quiet community feel, along with being near various amenities such as grocery, dining, educational, medical, retail, and religious establishments
7. Built in accordance with Enterprise Green Criteria, with barrier free units, energy efficient appliances, and modern design that is closer to a higher-end multi-family feel
8. CCF social services support available for the community ([Providing a Pathway to Stability - Chaldean Community Foundation \(chaldeanfoundation.org\)](#)), including a potential partnership with CARES and the Salvation Army



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## **CCF Farmington Housing**

### **Background**

The Chaldean Community Foundation (CCF) is excited to present a new, 100-unit, affordable housing development in Farmington Hills, Michigan. Farmington Hills is an area of the state that has a great need for housing, but that has traditionally not been able to secure the needed resources to bring new affordable housing options to fruition, creating a huge lack of supply for affordable units. With that in mind, CCF is proposing to build its CCF Farmington Housing development in a location that not only serves the unmet need, but that will allow for future residents to have access to the many amenities needed for daily living and with close access to services for those needing them.

The affordable housing development is a key part of CCF's expansion of its Macomb County non-profit operations into Oakland County, where it will have offices and service space at the newly acquired 7+ acre property located at 2075 Walnut Lake Road in West Bloomfield Township. Similar to the various services provided across Macomb County, including services for New Americans, this property will be used to provide services to clients located in Oakland County. CCF Macomb currently serves over 40,000 clients in need every year and there are many clients coming in from Oakland County, a significant number of which are in are in need of affordable housing. By having a location within Oakland County, CCF is better positioned to serve even more clients and to be able to meet them where they are.

Similar to Macomb County, Oakland County has a large concentration of Chaldeans/Assyrians in need. One of the largest needs is housing. In addition to bringing the needed support services to Oakland County, a big part of serving this population will be to ensure the needed affordable housing options are available. With very limited options for affordable housing and with a wait list of over 500 people, CCF is confident this will be a great addition to the community.

### **Location**

Nestled in a residential area on W. 13 Mile Rd, CCF is proposing to construct its new 100-unit apartment community on an approximately 5-acre site located at 29845-29915 W. 13 Mile Road in Farmington Hills. The affordable housing community will be made up of 5 buildings, with a mix of 20 one and two-bedroom units in each building. The proposed development site currently contains two single family homes that will also be demolished as part of the construction. CCF has the needed site control to complete the development, including executed purchase agreements with the owners of these homes. The development site provides a great location for housing in that it is located within approximately one mile from several amenities such as grocery, dining, educational facilities, medical offices, religious establishments, and many retail options. The site strikes a great balance for people looking for a quiet community feel with so much nearby to address their daily needs.



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**Unit Mix & Amenities Offered**

The CCF Farmington Housing development will be comprised of 60 one-bedroom units, anticipated to be about 642 square feet in size, and 40 two-bedroom units, anticipated to be about 816 square feet, and all units will have one bathroom. The development will target a broad range of income levels for individuals and families, providing 10 units at 30% Area Median Income (AMI), 10 units at 40% AMI, 10 units at 50% AMI, 42 units at 60% AMI, and 28 units at 80% AMI. All units will feature energy efficient appliances including washers and dryers, dishwashers, frost-free refrigerators, ovens and ranges with hoods, disposals, and balconies. The development will feature private parking, will be built in accordance with Enterprise Green Criteria, barrier free units, and other amenities. Additionally, based on the site design, the development will include superior outdoor recreational space by providing a playground, picnic area, gazebo, and other features for outdoor use.

**Sources and Uses**

CCF is proposing a tax-exempt construction and permanent loan from MSHDA along with gap funding from the Round 17 NOFA Gap Funding Program. CCF will also be providing a sponsor note and deferring developer fee in addition to the 4% LIHTC equity, income from operations, and GP equity.

The overall planned sources and uses for the affordable housing community include:

Uses		Permanent Sources	
Acquisition	\$ 825,000	Tax-Exempt Bond Loan	\$ 5,478,031
Construction	\$ 16,783,541	LIHTC Equity	\$ 7,049,534
Soft Costs	\$ 3,050,566	MSHDA Gap Dollars	\$ 9,359,095
Reserves	\$ 613,561	Income from Operations	\$ 46,908
Developer Fee	\$ 2,100,000	Sponsor Loan	\$ 1,000,000
		GP Equity	\$ 100
		Deferred Developer Fee	\$ 439,000
<b>Total</b>	<b>\$ 23,372,668</b>	<b>Total</b>	<b>\$ 23,372,668</b>

When taking into consideration the Sponsor Note as well as the deferred developer fee, CCF is contributing an amount equivalent to approximately 68% of the allowable developer fee, which exceeds the minimum requirement for contribution noted in the MSHDA NOFA program requirements for the amount of gap financing being applied for.

**Job Creation:**

Based on similar jobs CCF is anticipating this newly constructed apartment community creating 4 new, permanent jobs and 80 temporary construction jobs.





# 2022 IMPACT

CHALDEAN COMMUNITY FOUNDATION

PATH TO PROSPERITY

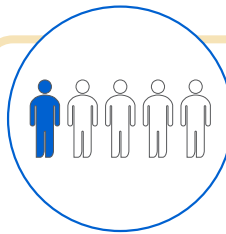
CHALDEAN IN NAME - WORLDLY IN SERVICE

## DEMOGRAPHICS

MORE THAN

**40,000**

INDIVIDUALS SERVED FROM **48** DIFFERENT COUNTRIES OF ORIGIN

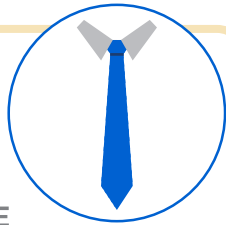


APPROXIMATELY **20%** OF CLIENTS ARE NON-CHALDEAN

## EMPLOYMENT

**1,452** | **70%**

JOB PLACEMENT SERVICES CONDUCTED | EMPLOYMENT RATE HOSTED **36 COMPANIES** FOR JOB FAIRS



IMMIGRATION **1,955**

IMMIGRATION APPLICATIONS FILED

## EDUCATION

29 SCHOLARSHIPS PROVIDED WORTH MORE THAN

**\$81,000**

588 STUDENTS WERE ASSISTED IN SUBMITTING THE FAFSA AND NAVIGATING THROUGH FINANCIAL AID  
402 INDIVIDUALS ENROLLED IN ESL, CITIZENSHIP, DIGITAL LITERACY, AND VOCATIONAL PROGRAMMING



## BREAKING BARRIERS

**3,429**

INDIVIDUALS WITH DEVELOPMENTAL AND/OR INTELLECTUAL DISABILITIES SERVED **5,313 HOURS** OF RESPITE, SOCIALIZATION, AND EDUCATIONAL PROGRAMMING

## PROJECT BISMUTHA

**\$147,500** WORTH OF IN-KIND SERVICES

548 PHYSICIAN APPOINTMENTS  
1,917 PRESCRIPTIONS VALUED IN EXCESS OF \$7,330  
790 LAB TESTS VALUED AT \$35,288 THANKS TO A GENEROUS GRANT FROM ASCENSION



## PROJECT LIGHT

LICENSED BILINGUAL SOCIAL WORKERS PROVIDED

**1,029**

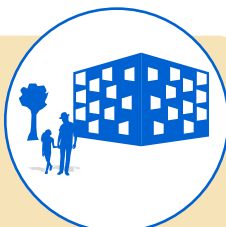
INDIVIDUAL THERAPY SESSIONS

## AFFORDABLE HOUSING

CONSTRUCTING A

**\$30 MILLION**

AFFORDABLE HOUSING PROJECT IN STERLING HEIGHTS



THE MICHAEL J. GEORGE CHALDEAN LOAN FUND

**\$235,000** IN OUTSTANDING LOANS



# MISSION

Improving the stability, health, and wellness of those we serve through advocacy, acculturation, community development, and cultural preservation.



## SERVICES: Core programs of the Chaldean Community Foundation include:

### NEW AMERICAN SUSTAINABILITY ACCULTURATION & TRAINING

Helps New Americans acculturate by providing access to resources and advocacy services.

- **CAREER SERVICES**— provides resume building, job search, training, placement, and FAFSA completion.
- **IMMIGRATION**— helps individuals apply for lawful permanent resident status and become naturalized citizens.
- **U.S. NATURALIZATION COURSES**— instruction and preparation for the U.S. Citizenship and Immigration Services (USCIS) naturalization interview.

### BEHAVIORAL HEALTH

Licensed bilingual therapists provide mental health services including individual, group, and family therapy based on individual needs to Michigan residents ages 13 years and up, regardless of insurance status.

One of the core initiatives of this program is **Breaking Barriers**, which provides services and advocacy to those with developmental and/or intellectual disabilities, older adults, and respite to caregivers.

- **B.E.A.M. (BRAILLE, ESL, ACCULTURATION, MOBILITY) PROJECT** — helps better equip those with visual impairments to live independent lives.
- **H.E.A.L. (HARD OF HEARING, ESL, AMERICAN SIGN LANGUAGE, LIFE SKILLS) PROJECT** — helps better equip those with hearing impairments to live independent lives.
- **S.O.A.R. (SERVICES FOR OLDER ADULTS & RESOURCES) PROJECT** — Programs that aim to help older adults increase their knowledge and their awareness of issues related to health and the aging process.

### CULTURAL COMPETENCY TRAINING

Provides education and information to community, health, and government organizations on and about the Chaldean community.

### DEPARTMENT OF EDUCATION

- **ENGLISH AS A SECOND LANGUAGE (ESL)** —provides individuals English instruction at basic, beginner, intermediate, and advanced levels.
- **EARLY CHILDHOOD**—prepares children for kindergarten through a variety of emergent literacy, early learning and developmental opportunities.
- **GED**—small group instruction for individuals working towards their GED.
- **DIGITAL LITERACY**—computer classes for beginner to intermediate students.
- **WORKFORCE DEVELOPMENT**—administrative job training, workplace professional skills and communication skills with the opportunity to job shadow for work experience.

### THE LIFE SKILLS CENTER

Thomas Denha Main Street provides space for individuals with developmental and/or intellectual disabilities and their caregivers to have learning opportunities in real life settings to support the advancement of daily living skills, self-determination/interpersonal skill building and employment skill development.

- **THE WIRELESS VISION GYMNASIUM**— allows for fitness programs, recreation for individuals with developmental and/or intellectual disabilities, and offers ample space for community events.
- **THE KONJA FAMILY ART STUDIO**—offers space for music, dance and art appreciation and expression.
- **WILD BILL'S CANTINA**—supports learning related to developing retail skills, marketing and merchandising.
- **FIRST MERCHANTS BANK**—offers space for financial management and knowledge.
- **SUPERCUTS BARBER SHOP**—allows for workplace job shadowing, and programming focused on personal care. Stylists provide complimentary salon services for autistic children and individuals with developmental and/or intellectual disabilities.

### ACCESS TO PRIMARY CARE

- **THE ASCENSION PRIMARY HEALTH OUTPATIENT CLINIC**—is connected to the Project Light mental health therapy offices allowing for integrated healthcare services for the entire community. Contact (586) 738-9475 for information.

### AFFILIATES

The Chaldean Community Foundation also administers the following programs, which are funded entirely through community donations.

- **MICHAEL J. GEORGE CHALDEAN LOAN FUND** —provides low-interest loans to help New Americans purchase a vehicle or start a small business.
- **PROJECT BISMUTHA "THE ACT OF HEALING"** —provides free or reduced cost healthcare to Iraqi Christian and Chaldean individuals without medical insurance through the Chaldean American Association for Health Professionals.
- **ACADEMIC AND ENDOWED SCHOLARSHIP PROGRAMS**— provides financial assistance for Chaldean students to help meet the escalating cost of education.
  - *w3r Consulting provides scholarships to Chaldean undergraduate students in the fields of Science, Technology, Engineering and Mathematics (STEM).*
  - *The Drs. Nathima H. Atchoo and Peter Atchoo Family Foundation scholarship provides financial assistance to Chaldean students pursuing higher education.*
  - *The Yvonne E. Nona Memorial scholarship provides financial assistance to women pursuing higher education.*
  - *The Abdul Karim and Jameela Sesi Memorial Scholarship Fund provides financial assistance to anyone pursuing education beyond high school in preparation for a career in the field of their choice.*
  - *The Karim and Bernadette Sarafa General Scholarship Fund provides financial assistance to Chaldean undergraduate students pursuing education beyond high school.*
- **GIVING HEARTS**—philanthropic Chaldean women's collaboration in memory of the late Vivian Eshshaki Shouneyia. Helps to alleviate the financial duress related to medical care expenses.
- **JOHN LOUSSIA CANCER FUND**—in memory of the late John Loussia. Provides financial assistance to those impacted by the high cost of medical expenses.
- **WAAD MURAD ADVOCACY FUND**— in memory of the late Waad Murad. Offers a reward for information that leads to the arrest and conviction of the assailant(s) of violent crimes perpetrated against Chaldean businesspeople.



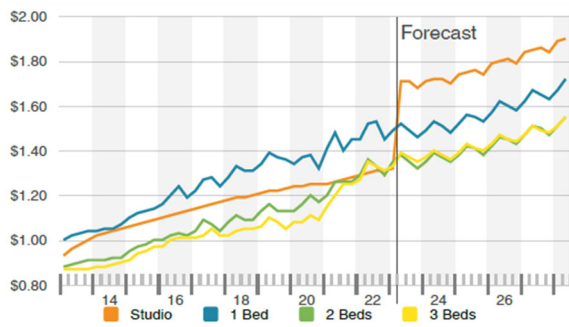
## CCF Farmington Hills Housing – Data Analytics

### The Facts:

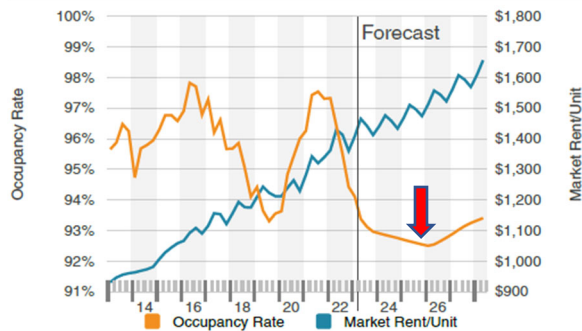
According to CoStar, Farmington Hills has an extremely low multi-family vacancy rate of only 6%, especially when compared to our Sterling Heights project analytics which were at 24%. With only 8600 units of **total multi-family inventory** and a population of 83,000 people who are trending towards tiny homes and apartment living, current rental rates of 1- and 2-Bedroom units at \$1200-1500 are out of reach for those seeking affordable options (\$800-\$1000).

In addition, Indeed job postings for Farmington Hills shows over 1,700 available openings, with nearly 800 listings for jobs making \$20/ hour or less. With auto, fuel and insurance prices hitting an all-time high, it only makes sense to provide affordable living options close to home for people filling those jobs.

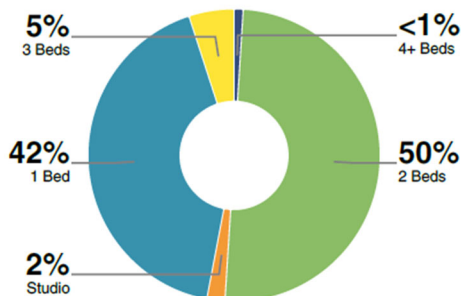
Market Asking Rent Per SF By Bedroom



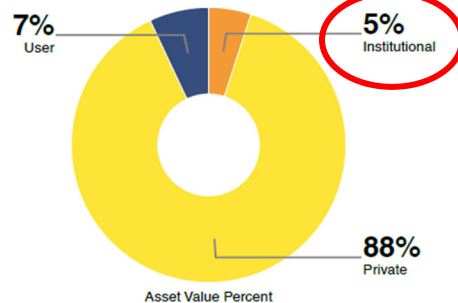
Occupancy & Market Rent Per Unit



Total Units By Bedroom



Asset Value By Owner Type





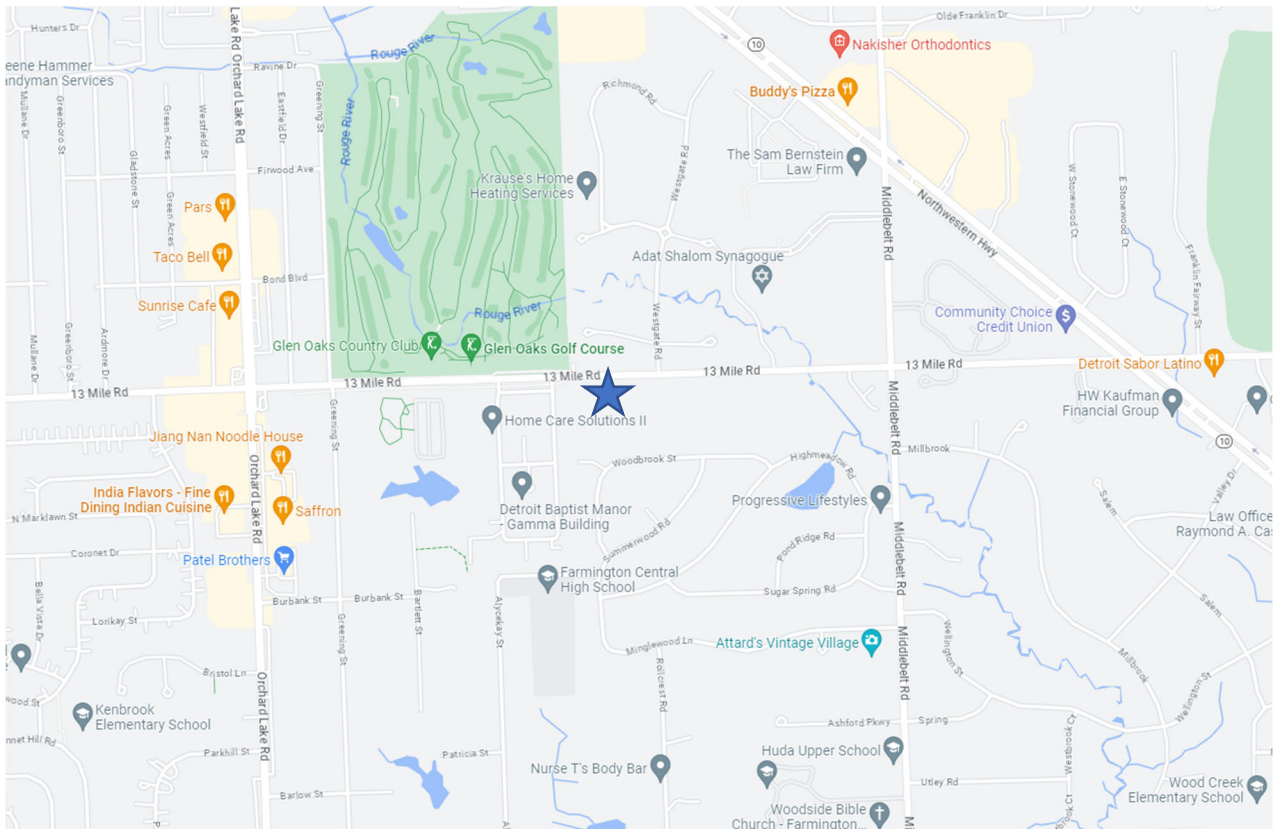
CHALDEAN COMMUNITY FOUNDATION



**The User:**

Based on Colliers demographic reports, within a 1-mile radius of the subject property, there are only 5,462 people residing in 2,672 households (of which **less than 15% are of ethnic decent**) out of the 83,000 total population of Farmington Hills, which covers approximately 33 square miles. Within that 1-mile radius, the median household income is around 25-35% less than the remaining households outside that radius, which makes affordable living options an ideal location for the subject property.

Race and Ethnicity	1 mile radius	3 mile radius	5 mile radius			
2022 Total Population	5,462	63,229	183,388			
White	3,476	63.6%	37,809	59.8%	106,965	58.3%
Black/African American	1,224	22.4%	15,747	24.9%	44,059	24.0%
American Indian/Alaska Native	9	0.2%	107	0.2%	329	0.2%
Asian	396	7.3%	5,673	9.0%	20,868	11.4%
Pacific Islander	3	0.1%	22	0.0%	55	0.0%
Other Race	47	0.9%	692	1.1%	1,927	1.1%
Multiple Races	307	5.6%	3,179	5.0%	9,185	5.0%
2022 Median Household Income	\$75,661	\$100,602	\$93,504			
2027 Median Household Income	\$87,805	\$112,699	\$108,028			





## The Need:

In January, Governor Whitmer announced awarding \$14M to support 17 projects that would create 700 affordable housing units, with the **goal of 75,000 much-needed units in the next 5 years**

In addition, Democratic Sen. Sam Singh of East Lansing has stated that "**Affordable housing is a major concern in every senator's district throughout our state**".

With the **Facts** and ideal **User** identified, CCF plans to develop a 100-unit affordable housing project, made up of 5 buildings with 20 one- and two-bedroom units in each (60/40 split). The site sits on 6 acres of land located at 29845-29915 W. 13 Mile Rd and will have a gross building square footage of 80,000.

CCF has submitted their intent to MSHDA, and they have responded positively with Conditional Approval and are waiting for the final Market Study and Building Plans.

The **Need** is obvious and well-supported, and we look forward to working with the City of Farmington Hills!

# Detroit Free Press

## POLITICS

# Whitmer announces \$100 million plan to boost affordable housing in Michigan

**CRAIN'S** DETROIT BUSINESS

Politics & Policy

## Senate votes to authorize developer subsidies for affordable housing projects

## **CCF Community services**

We will have a small leasing office on site that will have literature on the CCF services we provide at our new West Bloomfield Twp office. We do not plan on physically offering those services at our Farmington Hills Housing location, but there may be an opportunity to have some special community-based outdoor programs/events in the Park area for our tenants (ie, Halloween Trick or Treat, Breaking Barriers Life Skills Project, Services for Older Adults Project, Job Fairs, etc.). We would need to further discuss those opportunities, but we are open to suggestions that may be more appealing to the Community.

**Our CCF West Bloomfield Twp campus is considered a “Cultural/community engagement facility”,** which is a public, quasi-public, or private institutional and service use necessary to serve the cultural, educational, and physical needs of the community. These uses generally provide assistance and support to families and individuals by providing recreational, cultural, social, educational, and vocational programming; including but not limited to libraries, museums, cultural centers, and adult and children learning and daycare centers.

In addition to providing **social, health and community-based programs**, The CCF West Campus will be homebase for the *Chaldean American Chamber of Commerce*, *The Chaldean News*, *The Chaldean Voice*, *The Ark Angel Fund*, and a Chaldean museum and library that will preserve the culture and tell the ongoing story of the Chaldean people.



**CHALDEAN COMMUNITY FOUNDATION**

**SEMCOG** | SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS

## CCF Farmington Hills Housing (29915 W. 13 Mile) – Traffic Data

### The Facts:

According to SEMCOG Traffic Volume site (Blue), 13 Mile between Middlebelt and Orchard Lake Rd only has a daily traffic count of 8,200 vehicles, which is substantially less than the surrounding roads that have similar number of lanes. Also, the north side of 13 Mile across from the subject site has limited opportunity for further development due to the golf course, so any future traffic congestion from that region is highly unlikely.

Lastly, with respect to the number of households (Green) in each of the 1-square mile quadrants listed below, the future traffic volume at the subject site should not be adversely affected as there is more than adequate lane capacity available.



A formal Traffic Study will follow at the Planning Commission Review of Proposed PUD plan.

Owner / Developer

CHALDEAN COMMUNITY FOUNDATION  
3601 15 Mile Road  
Sterling Heights, MI 48310  
Tel. (586) 772-7253

CONTACT: Martin Manna

Architect

ALEXANDER V. BOGARTS & ASSOCIATES  
2445 Franklin Road  
Bloomfield Hills, MI 48302  
Tel. (248) 334-5000 x 223

CONTACT: Mark Albanatha

Civil Engineer

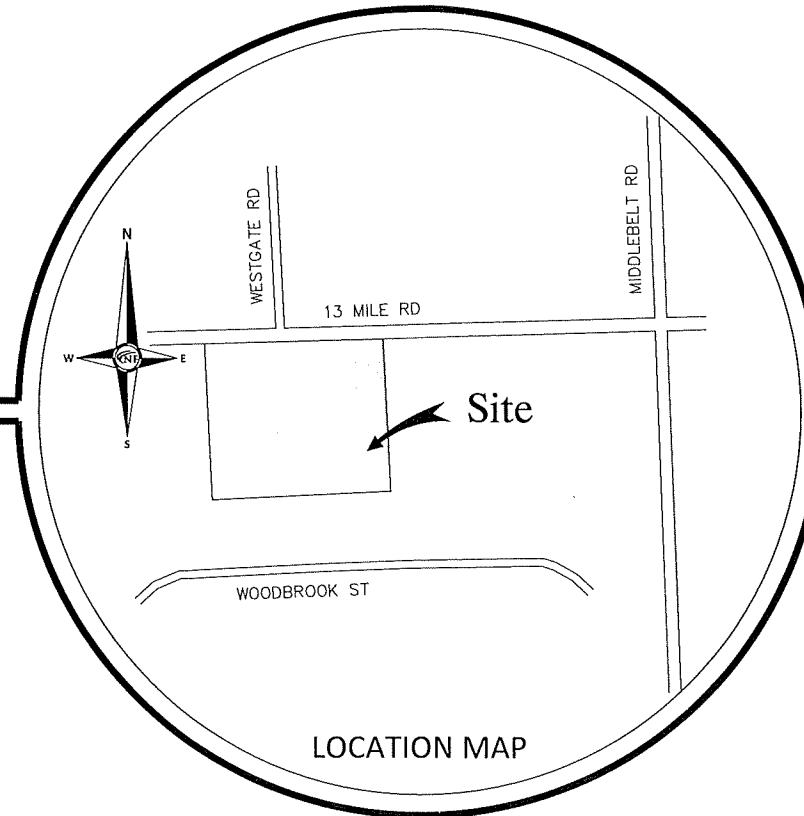
NOWAK & FRAUS ENGINEERS  
46777 Woodward Ave.  
Pontiac, MI 48342-5032  
Tel. (248) 332-7931  
Fax. (248) 332-8257

CONTACT: Patrick J. Williams, P.E.

City of Farmington Hills,  
Oakland County, Michigan  
**PUD SUBMITTAL**  
Prepared For  
**Chaldean Community Foundation**  
PART OF THE NE 1/4 OF SECTION 11, T.1N., R.9E.,  
CITY OF FARMINGTON HILLS,  
OAKLAND COUNTY, MICHIGAN

SHEET INDEX

- SP00 Cover Sheet
- SP01 Boundary - Topographic Survey Plan
- SP02 Tree List
- SP03 General Site Plan
- SP04 Paving-Grading Plan
- SP05 Utility Plan



LEGAL DESCRIPTION

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:  
TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 89 DEGREES 48 MINUTES 00 SECONDS EAST 148.61 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET; THENCE WEST 148.61 FEET TO BEGINNING.

TAX ID NO. 23-11-201-004

PARCEL 2:  
PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER; THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECONDS WEST 191 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.56 FEET TO BEGINNING.

TAX ID NO. 23-11-201-005

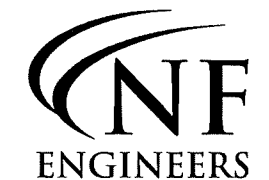
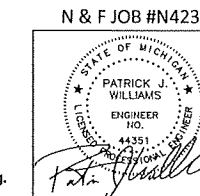
PARCEL 3:  
THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN; COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 849.50 FEET TO THE POINT OF BEGINNING OF THIS DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.

TAX ID NO. 23-11-201-006

REVISIONS:  
06-16-23 ISSUED FOR PUD REVIEW

Project Name

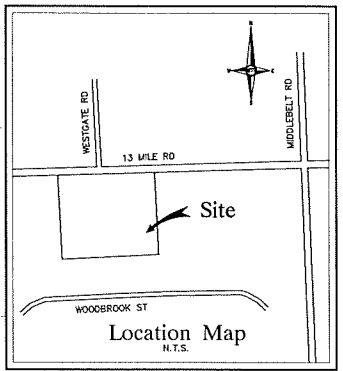
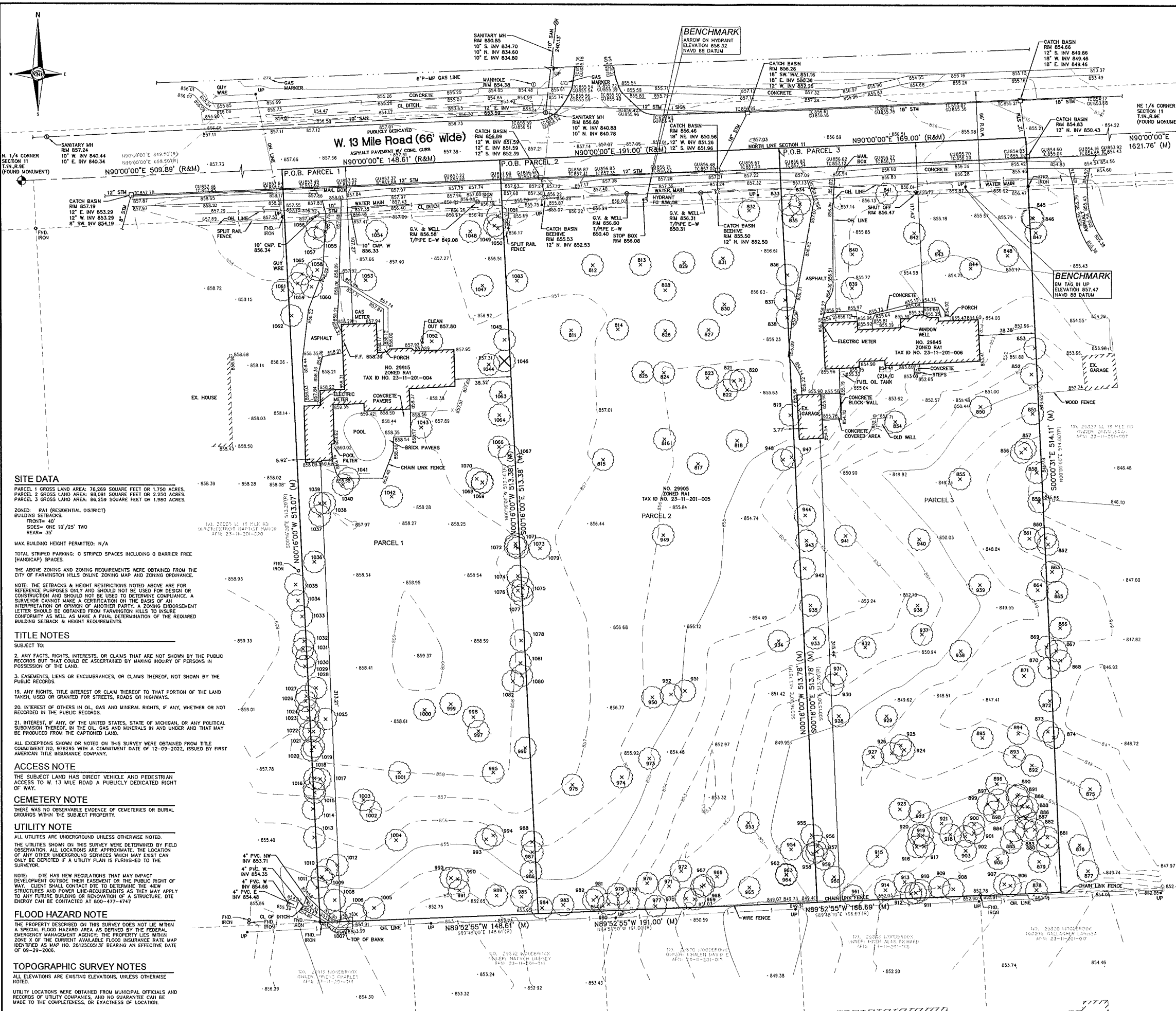
**29845/ 29905/ 29915**  
**W. 13 Mile Road**



CIVIL ENGINEERS  
LAND SURVEYORS  
LAND PLANNERS

NOWAK & FRAUS ENGINEERS  
46777 WOODWARD AVE.  
PONTIAC, MI 48342-5032  
TEL. (248) 332-7931  
FAX. (248) 332-8257  
WWW.NFE-ENGR.COM





**CNF ENGINEERS**  
 CIVIL ENGINEERS  
 LAND SURVEYORS  
 LAND PLANNERS

NOWAK & FRAUS ENGINEERS  
 4677 WOODWARD AVE.  
 PONTIAC, MI 48342-5032  
 TEL. (248) 332-7931  
 FAX. (248) 332-8257  
 WWW.NOWAKFRAUS.COM

**SITE DATA**

PARCEL 1 GROSS LAND AREA: 76,269 SQUARE FEET OR 1.750 ACRES.  
 PARCEL 2 GROSS LAND AREA: 88,091 SQUARE FEET OR 2.000 ACRES.  
 PARCEL 3 GROSS LAND AREA: 86,259 SQUARE FEET OR 1.980 ACRES.

ZONED: R1 (RESIDENTIAL DISTRICT)  
 BUILDING SETBACKS:  
 FRONT: 40'  
 SIDES: ONE 10'/25' TWO  
 REAR: 35'

MAX. BUILDING HEIGHT PERMITTED: 11/4  
 TOTAL STRIPED PARKING: 0 STRIPED SPACES INCLUDING 0 BARRIER FREE (HANDICAP) SPACES.

THE ABOVE ZONING AND ZONING REQUIREMENTS WERE OBTAINED FROM THE CITY OF FARMINGTON HILLS ONLINE ZONING MAP AND ZONING ORDINANCE.

NOTE: THE SETBACKS & HEIGHT RESTRICTIONS NOTED ABOVE ARE FOR REFERENCE PURPOSES ONLY AND SHOULD NOT BE USED FOR DESIGN OR CONSTRUCTION AND SHOULD NOT BE USED TO DETERMINE COMPLIANCE. A SURVEYOR CANNOT MAKE A CERTIFICATION ON THE BASIS OF AN INTERPRETATION OR OPINION OF ANOTHER PARTY. A ZONING ENFORCEMENT LETTER SHOULD BE OBTAINED FROM FARMINGTON HILLS TO INSURE CONFORMITY AS WELL AS MAKE A FINAL DETERMINATION OF THE REQUIRED BUILDING SETBACK & HEIGHT REQUIREMENTS.

**TITLE NOTES**

SUBJECT TO:

2. ANY FACTS, RIGHTS, INTERESTS, OR CLAIMS THAT ARE NOT SHOWN BY THE PUBLIC RECORDS BUT THAT COULD BE ASCERTAINED BY MAKING INQUIRY OF PERSONS IN POSSESSION OF THE LAND.
3. EASEMENTS, LEASES OR ENCUMBRANCES, OR CLAIMS THEREOF, NOT SHOWN BY THE PUBLIC RECORDS.
19. ANY RIGHTS, TITLE INTEREST OR CLAIM THEREOF TO THAT PORTION OF THE LAND TAKEN, USED OR GRANTED FOR STREETS, ROADS OR HIGHWAYS.
20. INTEREST OF OTHERS IN OIL, GAS AND MINERAL RIGHTS, IF ANY, WHETHER OR NOT RECORDED IN THE PUBLIC RECORDS.
21. INTEREST, IF ANY, OF THE UNITED STATES, STATE OF MICHIGAN, OR ANY POLITICAL SUBDIVISION THEREOF IN THE OIL, GAS AND MINERALS IN AND UNDER AND THAT MAY BE PRODUCED FROM THE CAPTURED LAND.

ALL EXCEPTIONS SHOWN OR NOTED ON THIS SURVEY WERE OBTAINED FROM TITLE COMMITMENT NO. 978295 WITH A COMMITMENT DATE OF 12-09-2022, ISSUED BY FIRST AMERICAN TITLE INSURANCE COMPANY.

**ACCESS NOTE**

THE SUBJECT LAND HAS DIRECT VEHICLE AND PEDESTRIAN ACCESS TO W. 13 MILE ROAD A PUBLICLY DEDICATED RIGHT OF WAY.

**CEMETERY NOTE**

THERE WAS NO OBSERVABLE EVIDENCE OF CEMETERIES OR BURIAL GROUNDS WITHIN THE SUBJECT PROPERTY.

**UTILITY NOTE**

ALL UTILITIES ARE UNDERGROUND UNLESS OTHERWISE NOTED.  
 THE UTILITIES SHOWN ON THIS SURVEY WERE DETERMINED BY FIELD OBSERVATION. ALL LOCATIONS ARE APPROXIMATE. THE LOCATION OF ANY OTHER UNDERGROUND SERVICES WHICH MAY EXIST CAN ONLY BE DETERMINED IF A UTILITY PLAN IS FURNISHED TO THE SURVEYOR.

NOTE: DTE HAS NEW REGULATIONS THAT MAY IMPACT DEVELOPMENT OUTSIDE THEIR EASEMENT OR THE PUBLIC RIGHT OF WAY. CLIENT SHALL CONTACT DTE TO DETERMINE THE NEW STRUCTURES AND POWER LINE REQUIREMENTS AS THEY MAY APPLY TO ANY FUTURE BUILDING OR RENOVATION OF A STRUCTURE. DTE ENERGY CAN BE CONTACTED AT 800-477-4747

**FLOOD HAZARD NOTE**

THE PROPERTY DESCRIBED ON THIS SURVEY DOES NOT LIE WITHIN A SPECIAL FLOOD HAZARD AREA AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY. THE PROPERTY IS WITHIN ZONE X OF THE CURRENT AVAILABLE FLOOD INSURANCE RATE MAP IDENTIFIED AS MAP NO. 26125C05157 BEARING AN EFFECTIVE DATE OF 09-29-2006.

**TOPOGRAPHIC SURVEY NOTES**

ALL ELEVATIONS ARE EXISTING ELEVATIONS, UNLESS OTHERWISE NOTED.  
 UTILITY LOCATIONS WERE OBTAINED FROM MUNICIPAL OFFICIALS AND RECORDS OF UTILITY COMPANIES, AND NO GUARANTEE CAN BE MADE TO THE COMPLETENESS OR EXACTNESS OF LOCATION.

**LEGAL DESCRIPTION**

LAND IN THE CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MI, DESCRIBED AS FOLLOWS:

PARCEL 1:  
 TOWN 1 NORTH, RANGE 9 EAST, SECTION 11, PART OF THE NORTHEAST 1/4 BEGINNING AT A POINT DISTANT EAST 509.89 FEET FROM THE NORTH 1/4 CORNER, THENCE SOUTH 00 DEGREES 16 MINUTES 00 SECONDS EAST 513.20 FEET; THENCE SOUTH 00 DEGREES 18 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 00 DEGREES 16 MINUTES 00 SECONDS WEST 513.96 FEET; THENCE WEST 148.61 FEET TO BEGINNING.

TAX ID NO. 23-11-201-004

PARCEL 2:  
 PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, CITY OF FARMINGTON HILLS, OAKLAND COUNTY, MICHIGAN, BEGINNING AT A POINT DISTANT EAST 658.50 FEET FROM THE NORTH 1/4 CORNER, THENCE EAST 191 FEET; THENCE SOUTH 00 DEGREES 18 MINUTES 00 SECONDS EAST 513.78 FEET; THENCE NORTH 89 DEGREES 51 MINUTES 50 SECONDS WEST 513.56 FEET TO BEGINNING.

TAX ID NO. 23-11-201-005

PARCEL 3:  
 THE WEST 1/2 OF THE FOLLOWING DESCRIBED PREMISES: PART OF THE NORTHEAST 1/4 OF SECTION 11, TOWN 1 NORTH, RANGE 9 EAST, MICHIGAN, BEGINNING AT THE NORTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SAID SECTION 11; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 845.50 FEET TO THE POINT OF BEGINNING OF THE DESCRIPTION; THENCE DUE EAST ALONG THE CENTERLINE OF THIRTEEN MILE ROAD, A DISTANCE OF 338.00 FEET; THENCE SOUTH 00 DEGREES 15 MINUTES 00 SECONDS WEST, A DISTANCE OF 514.90 FEET; THENCE NORTH 89 DEGREES 48 MINUTES 10 SECONDS WEST, A DISTANCE OF 333.38 FEET; THENCE NORTH 00 DEGREES 15 MINUTES 50 SECONDS WEST, A DISTANCE OF 513.78 FEET TO THE POINT OF BEGINNING.

TAX ID NO. 23-11-201-006

**BASIS OF BEARING NOTE**

THE BASIS OF BEARING FOR THIS SURVEY WAS ESTABLISHED BY THE RECORD LEGAL DESCRIPTION.

**TABLE NOTES**

STREET ADDRESS IS 29915, 29905 AND 29845 W 13 MILE ROAD, FARMINGTON HILLS, MI 48334

11(B): A MISS DIG TICKET NUMBER 2023022100909, PURSUANT TO MICHIGAN PUBLIC ACT 174 WAS ENTERED FOR THE SURVEYED PROPERTY. DUE TO THE EXTENDED REPORTING PERIOD FOR UNDERGROUND FACILITY OWNERS TO PROVIDE THEIR RECORDS, THE SURVEY MAY NOT REFLECT ALL THE UTILITIES AT THE TIME THE SURVEY WAS ISSUED ON 3/22/2023. THE SURVEY ONLY REFLECTS THOSE UTILITIES WHICH COULD BE OBSERVED BY THE SURVEYOR IN THE FIELD OR AS DEPICTED BY THE UTILITY COMPANY RECORDS FURNISH PRIOR TO THE DATE THIS SURVEY WAS ISSUED. THE CLIENT AND/OR THEIR AUTHORIZED AGENT SHALL VERIFY WITH THE FACILITY OWNERS AND/OR THEIR AUTHORIZED AGENTS, THE COMPLETENESS AND EXACTNESS OF THE UTILITIES LOCATION.

16: THERE WAS NO OBSERVABLE EVIDENCE OF CURRENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS OBSERVED IN THE PROCESS OF CONDUCTING THE FIELDWORK.

17: THERE ARE NO KNOWN PROPOSED CHANGES IN STREET RIGHT-OF-WAY LINES AVAILABLE FROM THE CONTROLLING JURISDICTION.

17: THERE WAS NO OBSERVABLE EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS OBSERVED IN THE PROCESS OF CONDUCTING THE FIELDWORK.

18: IMPROVEMENTS WITHIN OFFSITE EASEMENTS OR SERVICED AREAS AS PROVIDED BY THE TITLE COMPANY ARE SHOWN WITHIN 25 FEET OF THE SUBJECT LAND ONLY.

OFFSITE IMPROVEMENTS FALL WITHIN OFFSITE EASEMENTS UNLESS OTHERWISE DEPICTED HEREON.

**SURVEYORS CERTIFICATION**

TO:  
 THE CHALDEAN COMMUNITY FOUNDATION, A MICHIGAN NON-PROFIT CORPORATION  
 MOBI INVESTMENTS, LLC, A MICHIGAN LIMITED LIABILITY COMPANY, AS TO PARCELS 1 AND 2 MOBI INVESTMENTS, LLC, A MICHIGAN LIMITED LIABILITY COMPANY, AS TO PARCEL 3  
 FIRST AMERICAN TITLE INSURANCE COMPANY

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2021 MICHIGAN STANDARD DETAIL REQUIREMENTS FOR ALTA/HPS/LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND HPS, AND INCLUDES ITEMS 2, 3, 4, 6(A), 6(B), 7(A), 7(B), 7(C), 8, 9, 13, 16, AND 17 OF TABLE A THEREOF.

THE FIELD WORK WAS COMPLETED ON 03-15-2023.

KEVIN CHRISTOPHER NAVAROLI, P.S.  
 NO. 400103503  
 DATE OF PLAT OR MAP: 03-22-2023  
 REVISED:

**LEGEND**

	EXISTING SANITARY SEWER
	EXISTING SAN, CLEAN OUT
	EXISTING WATER MAIN
	EXISTING STORM SEWER
	EX. R.Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN

SEAL

PROJECT  
 29845 / 29905 / 29915  
 W. 13 Mile Road

CLIENT  
 Chaldean Community Foundation  
 3601 15 Mile Road  
 Sterling Heights, MI 48310  
 Tel. (586) 772-7253

CONTACT: Martin Manna

PROJECT LOCATION  
 Part of the NE 1/4 of Section 11,  
 T. 1N., R. 9E.,  
 City of Farmington Hills  
 Oakland County, Michigan

SHEET  
 Boundary - Topographic  
 Survey Plan

811  
 Know what's below  
 Call before you dig.

DATE ISSUED/REVISED  
 06-16-23 ISSUED FOR PUD REVIEW

DRAWN BY:  
 D. McConkey

DESIGNED BY:

APPROVED BY:  
 K. Navaroli

DATE:  
 May 4, 2023

SCALE: 1" = 30'

N.E.E. JOB NO. SHEET NO.  
 N423-01 SP01



CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032



PROJECT
29845 / 29905 / 29915
W. 13 Mile Road

CLIENT
Chaldean Community
Foundation
3601 15 Mile Road
Sterling Heights, MI 48310

CONTACT: Martin Manna

PROJECT LOCATION
Part of the NE 1/4
of Section 11
T.1N., R.9E.,
City of Farmington Hills
Oakland County, Michigan

SHEET
Tree List



DATE ISSUED/REVISED
06-16-23 ISSUED FOR PUD REVIEW

DRAWN BY:
D. McConkey

DESIGNED BY:
K. Navaroli

APPROVED BY:
K. Navaroli

DATE:
May 4, 2023

SCALE: N.T.S.

NFE JOB NO. SHEET NO.
N423-01 SP02

Table with columns: Tree Tag, Common Name, Scientific Name, DBH, Height, Diameter at Breast Height, Condition, etc. Contains tree inventory data for various species like Blue Spruce, White Pine, Silver Maple, etc.

Table with columns: Tree Tag, Common Name, Scientific Name, DBH, Height, Diameter at Breast Height, Condition, etc. Contains tree inventory data for various species like Sugar Maple, Wild Black Cherry, Norway Spruce, etc.

Total Number of Trees: 273
Total DBH (all live trees): 4028.7 347.4 99.6 42.5 10.3
Total DBH (all healthy trees): 3995.1

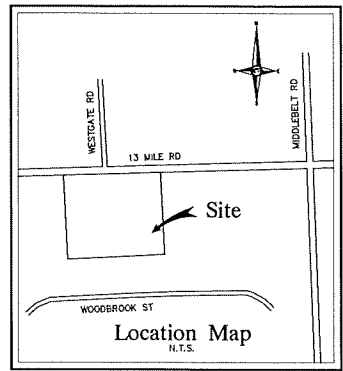
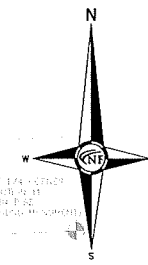
Tree Inventory conducted 2/10/2023
Submitted February 15, 2023
Collected and Certified by: [Signature] Reviewed by: [Signature]

Shane Jennings, Arborist/Ecologist
ISA Certified Arborist MI-4528A
ISA Environmental
Jennimah Reoh, Wetland Ecologist/Arborist
ISA Certified Arborist OH-6162A
ISA Environmental

Dead and severely diseased and/or damaged trees scoring less than 50% ISA Health & Condition Standard are noted in red.
\*1" indicates landscape trees by Farmington Hills Tree Protection, Removal and Replacement Ordinance

One Sugar Maple (Acer saccharum), approximately 13 inches DBH was not tagged. The tree is located behind 29915 W 13 Mile Rd within a fence with no visible access. There was also a dog with...

BENCHMARK  
ARROW ON HYDRANT  
ELEVATION 858.32  
NAVD 88 DATUM



**CIVIL ENGINEERS  
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FAX. (248) 332-8257  
WWW.NOWAKFRAUS.COM

SEAL



PROJECT  
29845 / 29905 / 29915  
W. 13 Mile Road

CLIENT  
Chaldean Community  
Foundation  
3601 15 Mile Road  
Sterling Heights, MI 48310  
Tel. (586) 772-7253

CONTACT: Martin Manna

PROJECT LOCATION  
Part of the NE 1/4  
of Section 11  
T.1N., R.9E.,  
City of Farmington Hills  
Oakland County, Michigan

SHEET  
General Site Plan



Know what's below  
Call before you dig.

DATE ISSUED/REVISED  
06-16-23 ISSUED FOR PUD REVIEW

DRAWN BY:  
J. Lawrey

DESIGNED BY:  
A. Eizember

APPROVED BY:  
P. Williams

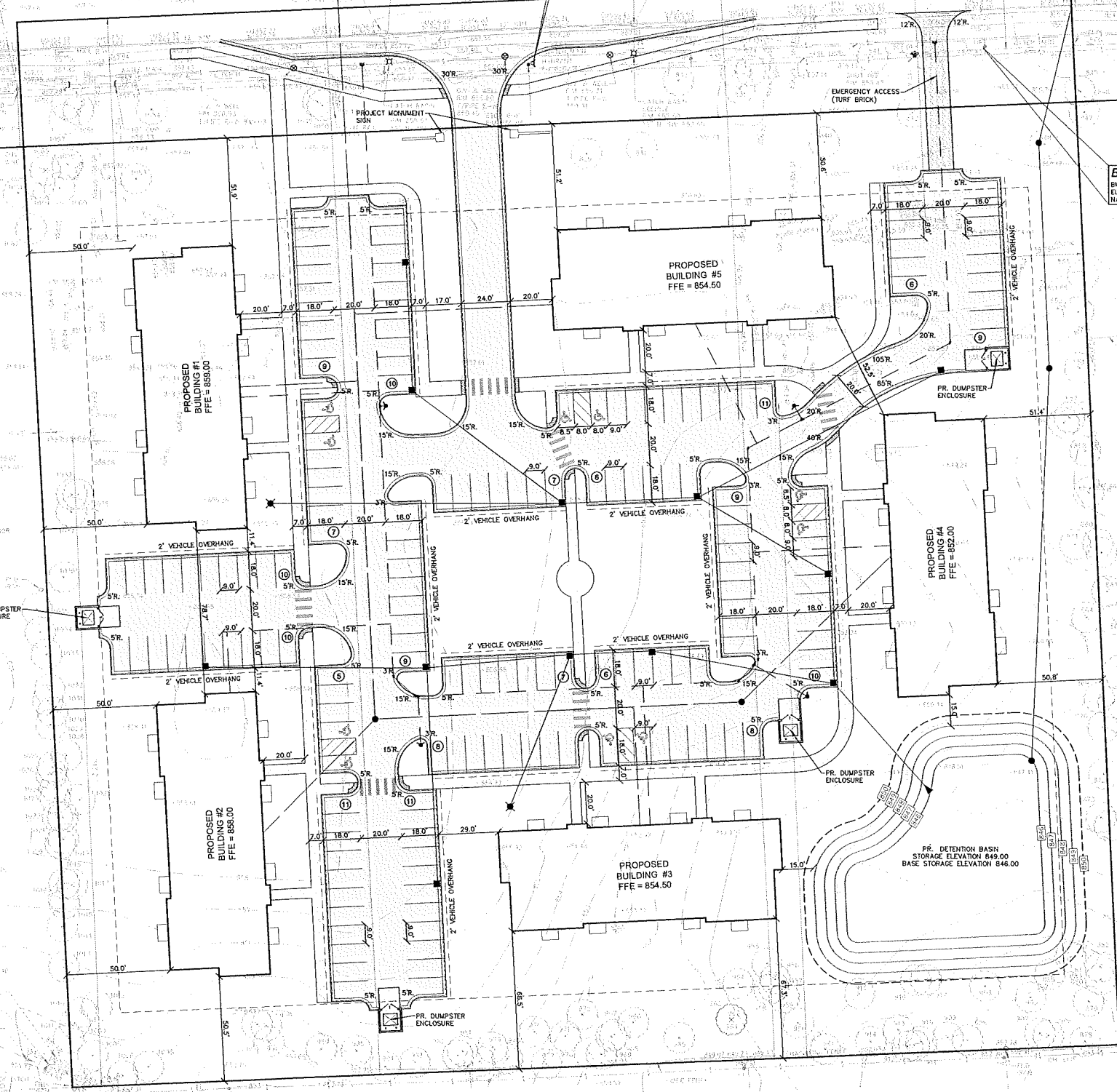
DATE:  
May 4, 2023

SCALE: 1" = 30'

NFE JOB NO. SHEET NO.  
N423-01 SP03

W. 13 Mile Road (66' wide)

BENCHMARK  
BM TAG IN UP  
ELEVATION 857.47  
NAVD 88 DATUM



**SITE DATA**

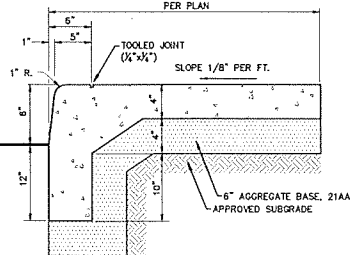
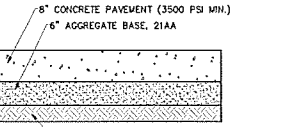
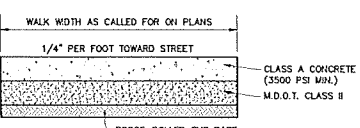
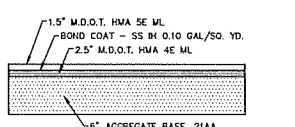
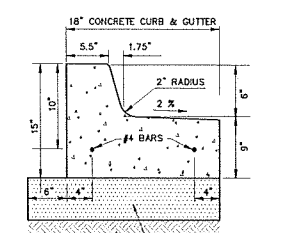
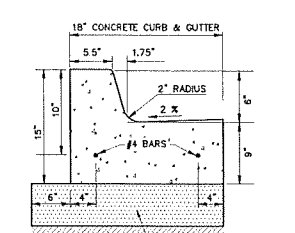
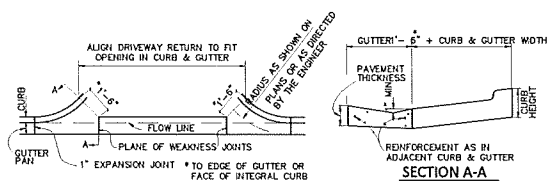
SITE AREA	260,619.00 SFT. OR 5.983 ACRES	
GROSS	230,111.72 SFT. OR 5.283 ACRES	
NET		
ZONING	RA1 (RESIDENTIAL DISTRICT)	
EXISTING		
PARKING PROVIDED	169 SPACES PROVIDED INCLUDING 10 BARRIER FREE SPACES	
SITE AREA	230,111.72 SFT.	100.0%
BUILDING FOOTPRINT	31,368.40 SFT.	13.6%
PARKING & DRIVES	75,151.91 SFT.	33.1%
OPEN SPACE	122,691.41 SFT.	53.3%
SETBACK REQUIREMENTS	REQUIRED	PROVIDED
FRONT:	40' (R.O.P.)	50.0' (NORTH)
SIDE:	10'/25' (WEST/EAST)	50'/50.0' (WEST/EAST)
REAR:	35' (SOUTH)	50.5' (SOUTH)

**PAVING LEGEND**

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

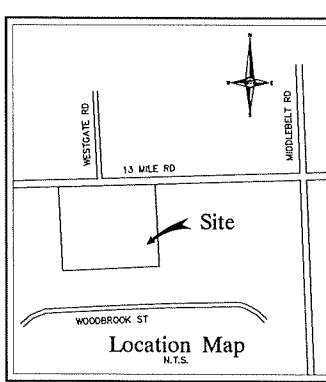
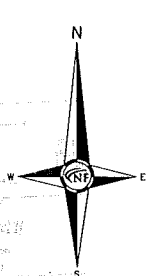
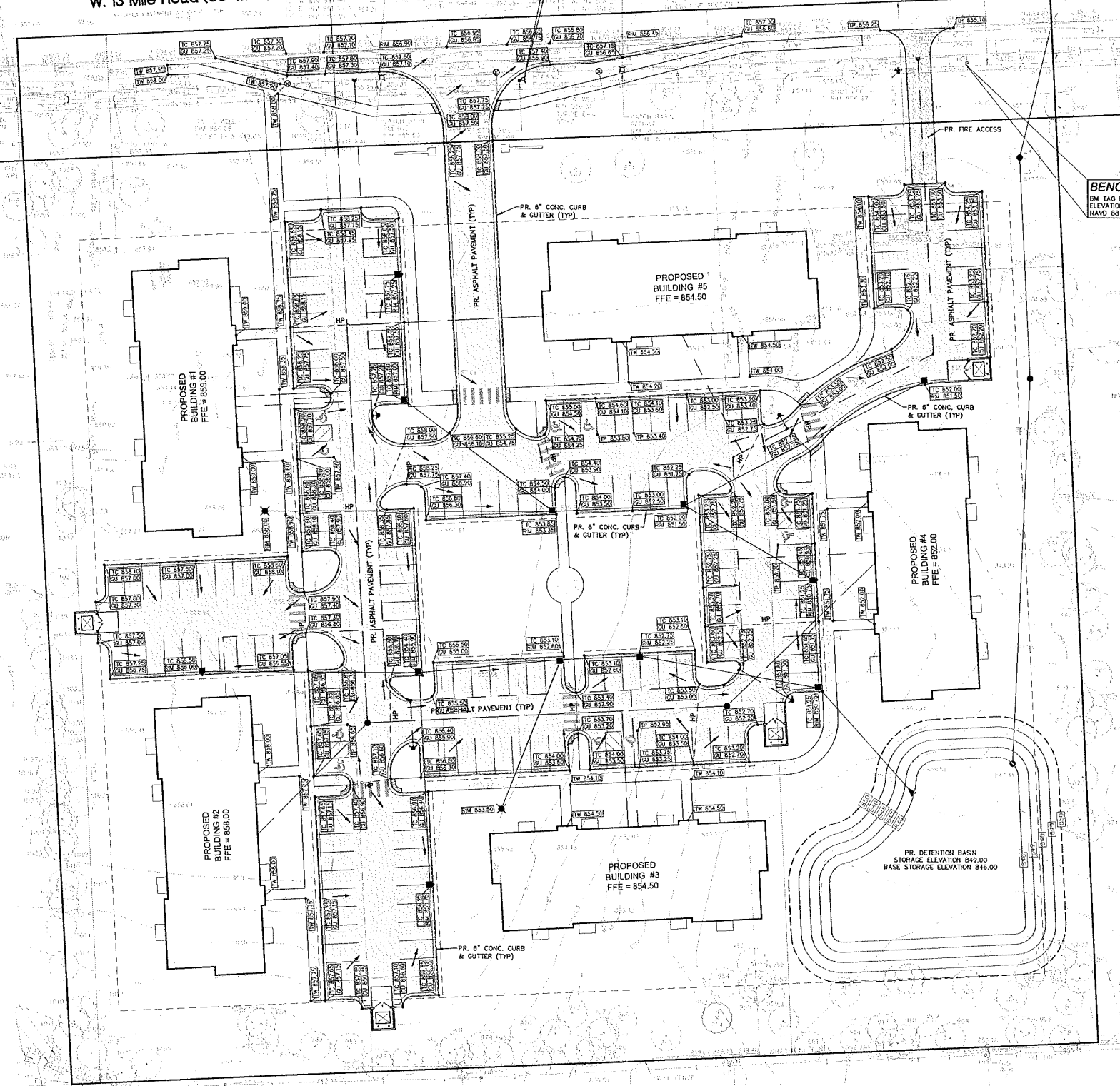
**LEGEND**

	MANHOLE		EXISTING SANITARY SEWER
	HYDRANT		SAN. CLEAN OUT
	MANHOLE CATCH BASIN		EXISTING WATERMAIN
	UTILITY POLE		EXISTING STORM SEWER
	GUY POLE		EX. R. Y. CATCH BASIN
	GUY WIRE		EXISTING BURIED CABLES
			OVERHEAD LINES
			LIGHT POLE
			SGN
	C.O. MANHOLE		EXISTING GAS MAIN
	HYDRANT		PR. SANITARY SEWER
	INLET		PR. WATER MAIN
	C.B. MANHOLE		PR. STORM SEWER
			PR. R. Y. CATCH BASIN
			PROPOSED LIGHT POLE



6" MONOLITHIC CURB AND WALK  
N.T.S.

W. 13 Mile Road (66' wide)



GENERAL PAVING NOTES

PAVEMENT SHALL BE OF THE TYPE, THICKNESS AND CROSS SECTION AS INDICATED ON THE PLANS AND AS FOLLOWS:

CONCRETE: PORTLAND CEMENT TYPE I (AIR-ENTRAINED) WITH A MINIMUM CEMENT CONTENT OF SIX SACKS PER CUBIC YARD, MAXIMUM 28 DAY COMPRESSIVE STRENGTH OF 3,500 PSI AND A SLUMP OF 1 1/2 TO 3 INCHES.

ASPHALT: BASE COURSE - MDOT BITUMINOUS MIXTURE HMA, 4C ML; SURFACE COURSE - MDOT BITUMINOUS MIXTURE HMA, 2E ML; BOND COAT - MDOT SS-1H EMULSION AT 0.10 GALLON PER SQUARE YARD.

PAVEMENT BASE SHALL BE COMPACTED TO 95% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT. EXISTING SUB-BASE SHALL BE PROOF-ROLLED IN THE PRESENCE OF THE ENGINEER TO DETERMINE STABILITY.

ALL CONCRETE PAVEMENT, DRIVEWAYS, CURB & GUTTER, ETC., SHALL BE SPRAY CURED WITH WHITE MEMBRANE CURING COMPOUND IMMEDIATELY FOLLOWING FINISHING OPERATION.

ALL CONCRETE PAVEMENT JOINTS SHALL BE FILLED WITH HOT POURED RUBBERIZED ASPHALT JOINT SEALING COMPOUND IMMEDIATELY AFTER SAWCUT OPERATION. FEDERAL SPECIFICATION SS-5164.

ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS AND SPECIFICATIONS OF THE MUNICIPALITY AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.

ALL TOP OF CURB ELEVATIONS, AS SHOWN ON THE PLANS, ARE CALCULATED FOR A 6" CONCRETE CURB UNLESS OTHERWISE NOTED.

ALL SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1993, SHALL BE INSTALLED AS INDICATED ON THE PLANS.

CONSTRUCTION OF A NEW OR RECONSTRUCTED DRIVE APPROACH CONNECTING TO AN EXISTING STATE OR COUNTY ROADWAY SHALL BE ALLOWED ONLY AFTER AN APPROVED PERMIT HAS BEEN SECURED FROM THE AGENCY HAVING JURISDICTION OVER SAID ROADWAY.

FOR ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY, THE CONTRACTOR SHALL PAY FOR AND SECURE ALL NECESSARY PERMITS AND LIKEWISE ARRANGE FOR ALL INSPECTIONS.

EXISTING TOPSOIL, VEGETATION AND ORGANIC MATERIALS SHALL BE STRIPPED AND REMOVED FROM PROPOSED PAVEMENT AREA PRIOR TO PLACEMENT OF BASE MATERIALS.

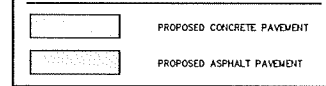
EXPANSION JOINTS SHOULD BE INSTALLED AT THE END OF ALL INTERSECTION RADII.

SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1973, SHALL BE INSTALLED AS SHOWN AT ALL STREET INTERSECTIONS AND AT ALL BARRIER FREE PARKING AREAS AS INDICATED ON THE PLANS.

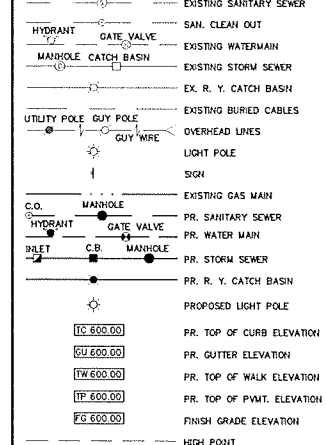
ALL PAVEMENT AREAS SHALL BE PROOF-ROLLED UNDER THE SUPERVISION OF A GEOTECHNICAL ENGINEER PRIOR TO THE PLACEMENT OF BASE MATERIALS AND PAVING MATERIALS.

FILL AREAS SHALL BE MACHINE COMPACTED IN UNIFORM LIFTS NOT EXCEEDING 9 INCHES THICK TO 98% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT.

PAVING LEGEND

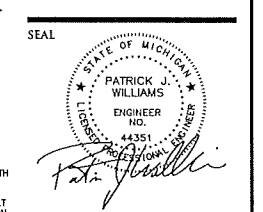


LEGEND



**NF ENGINEERS**  
CIVIL ENGINEERS  
LAND SURVEYORS  
LAND PLANNERS

NOWAK & FRAUS ENGINEERS  
4677 WOODWARD AVE.  
PONTIAC, MI 48342-5032  
TEL. (248) 332-7931  
FAX. (248) 332-8257  
WWW.NOWAKFRAUS.COM



PROJECT  
29845 / 29905 / 29915  
W. 13 Mile Road

CLIENT  
Chaldean Community  
Foundation  
3601 15 Mile Road  
Sterling Heights, MI 48310  
Tel. (586) 772-7253

CONTACT: Martin Manna

PROJECT LOCATION  
Part of the NE 1/4  
of Section 11  
T.1N., R.9E.,  
City of Farmington Hills  
Oakland County, Michigan

SHEET  
Paving-Grading Plan

**811**  
Know what's below  
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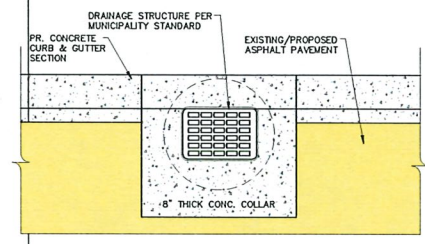
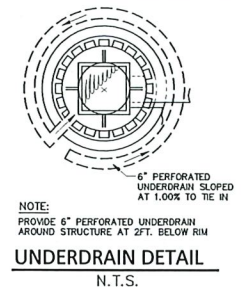
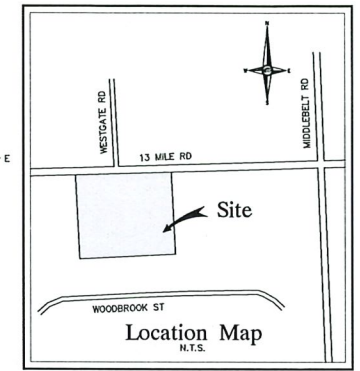
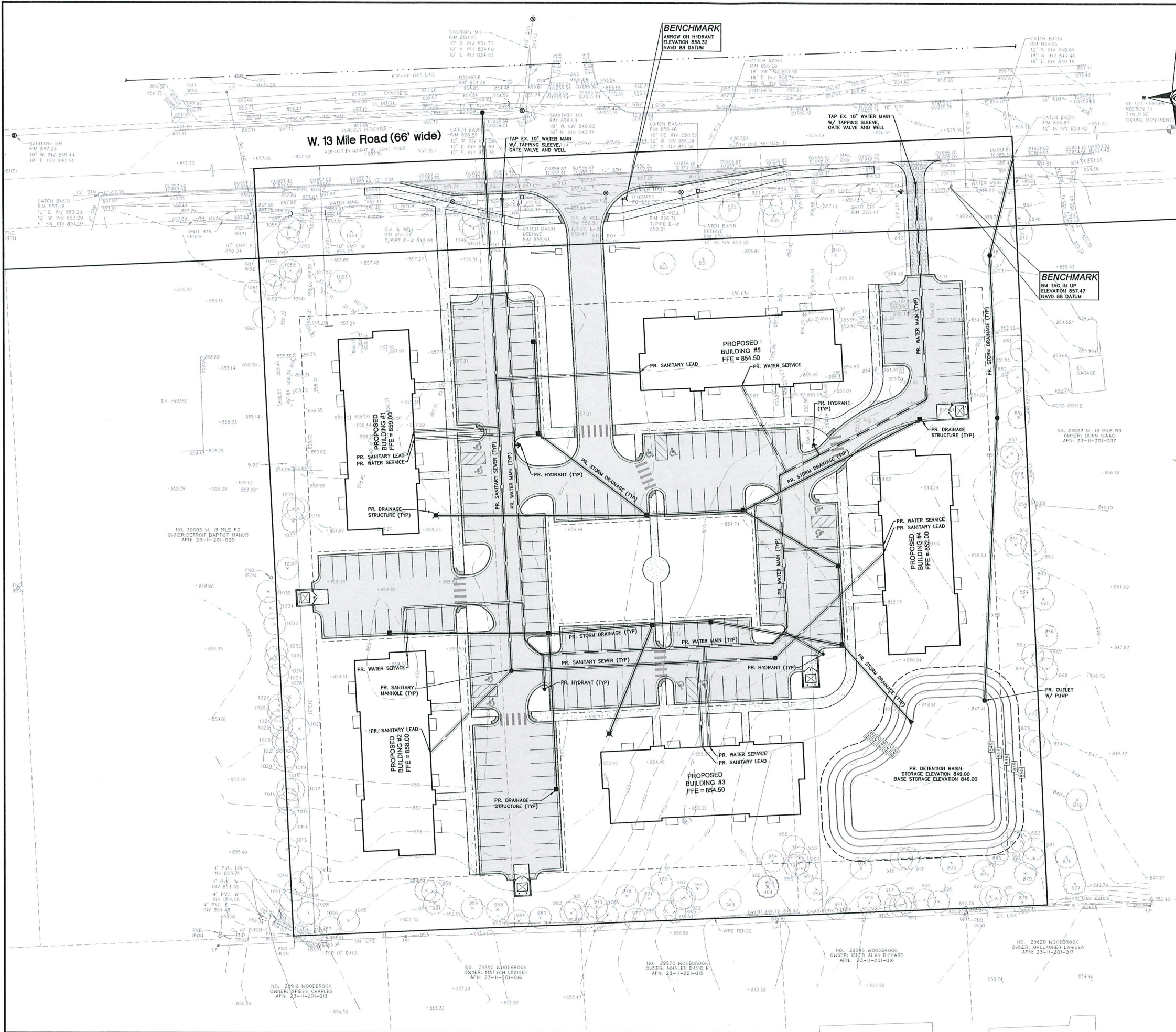
DATE ISSUED/REVISED  
06-16-23 ISSUED FOR PUD REVIEW

DRAWN BY:  
J. Lawrey  
DESIGNED BY:  
A. Eizember  
APPROVED BY:  
P. Williams

DATE:  
May 4, 2023

SCALE: 1" = 30'

NFE JOB NO. SHEET NO.  
N423-01 SP04



DRAINAGE STRUCTURE BOXOUT DETAIL I  
N.T.S.

LEGEND	
	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATER MAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN
	SAND BACKFILL (95% DENSITY)
	PROPOSED LIGHT POLE

**NF ENGINEERS**  
CIVIL ENGINEERS  
LAND SURVEYORS  
LAND PLANNERS

NOWAK & FRAUS ENGINEERS  
4677 WOODWARD AVE.  
PONTIAC, MI 48342-5032  
TEL. (248) 332-7931  
FAX. (248) 332-8257  
WWW.NOWAKFRAUS.COM



PROJECT  
29845 / 29905 / 29915  
W. 13 Mile Road

CLIENT  
Chaldean Community  
Foundation  
3601 15 Mile Road  
Sterling Heights, MI 48310  
Tel. (586) 772-7253

CONTACT: Martin Manna

PROJECT LOCATION  
Part of the NE 1/4  
of Section 11  
T.1N., R.9E.,  
City of Farmington Hills  
Oakland County, Michigan

SHEET  
Utility Plan

**811**  
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06-16-23 ISSUED FOR PUD REVIEW

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J. Lawrey

DESIGNED BY:  
A. Eizember

APPROVED BY:  
P. Williams

DATE:  
May 4, 2023

SCALE: 1" = 30'

NFE JOB NO. SHEET NO.  
N423-01 SP05





# PROPOSED MULTI-FAMILY DEVELOPMENT

CHALDEAN COMMUNITY FOUNDATION

FARMINGTON HILLS, MI

OWNERS:

CHALDEAN COMMUNITY FOUNDATION  
FARMINGTON HILLS, MICHIGAN

ARCHITECT:

ALEXANDER V. BOGAERTS + ASSOCIATES, P.C.  
2445 FRANKLIN ROAD  
BLOOMFIELD HILLS, MI 48302  
248.334.5000 (P) 248.334.0092 (F)

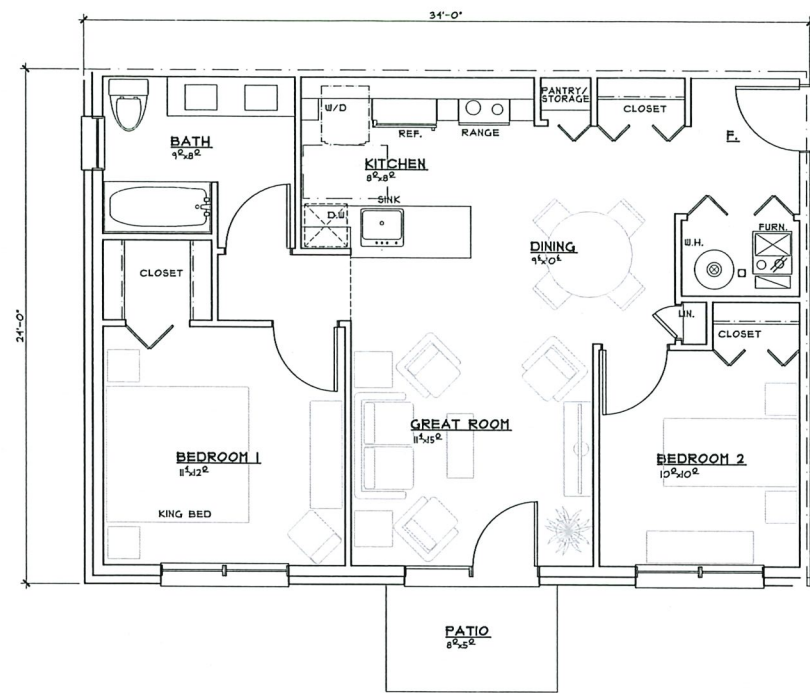


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 2445 Franklin Road  
 Bloomfield Hills, MI 48302  
 248 • 334 • 5000

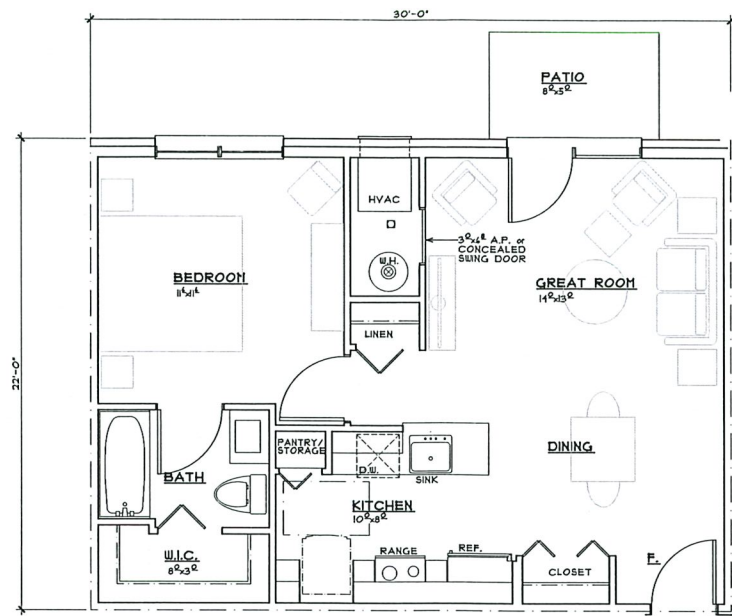
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REVISIONS	PLO QUALIFICATION 05-18-2023 PLO/FINAL DETERMINATION 06-19-2023
DRAWN BY	AMM
CAD FILENAME	2519_CCF
CHECKED BY	AVB
JOB NUMBER	
DATE	
SHEET NUMBER	T-1

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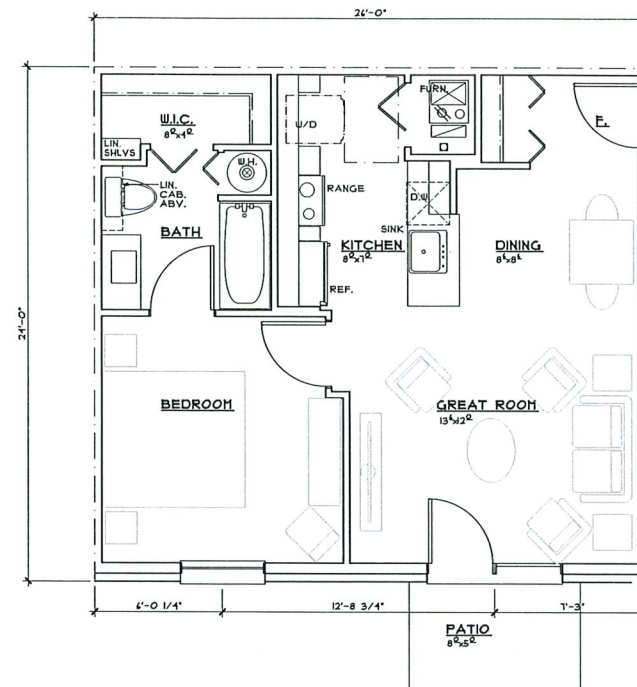




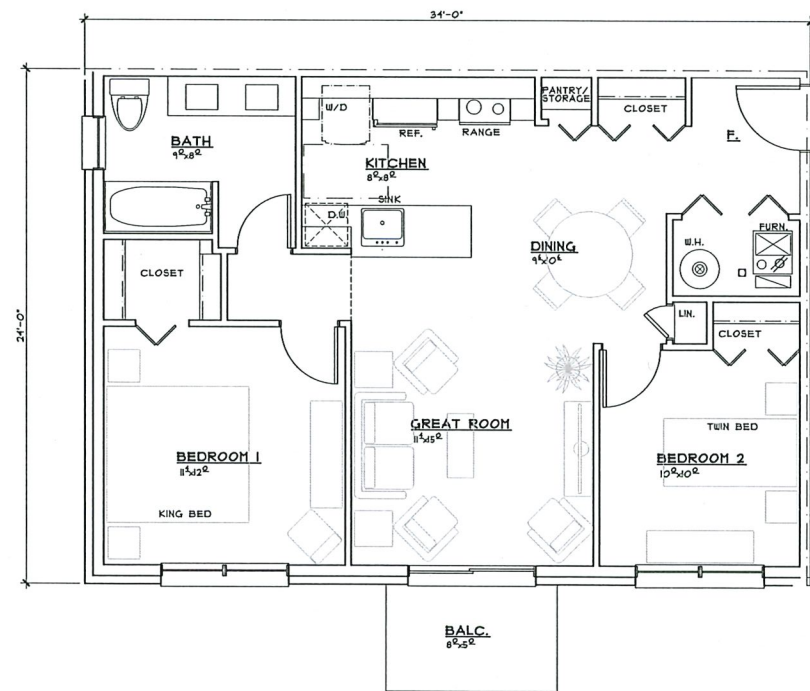
**UNIT "C"** 2 BR / 1 B / 816 SQ. FT.  
FIRST FLOOR SCALE: 1/4" = 1'-0"



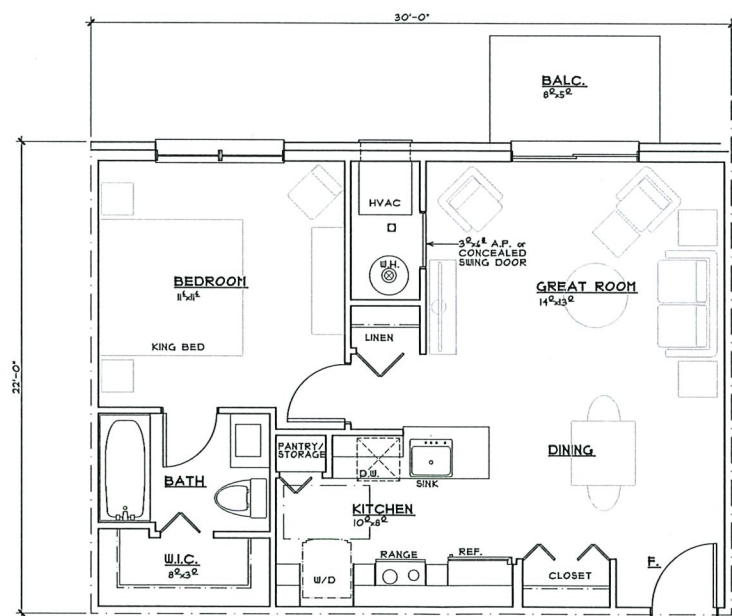
**UNIT "B"** 1BR / 1 B / 660 SQ. FT.  
FIRST FLOOR SCALE: 1/4" = 1'-0"



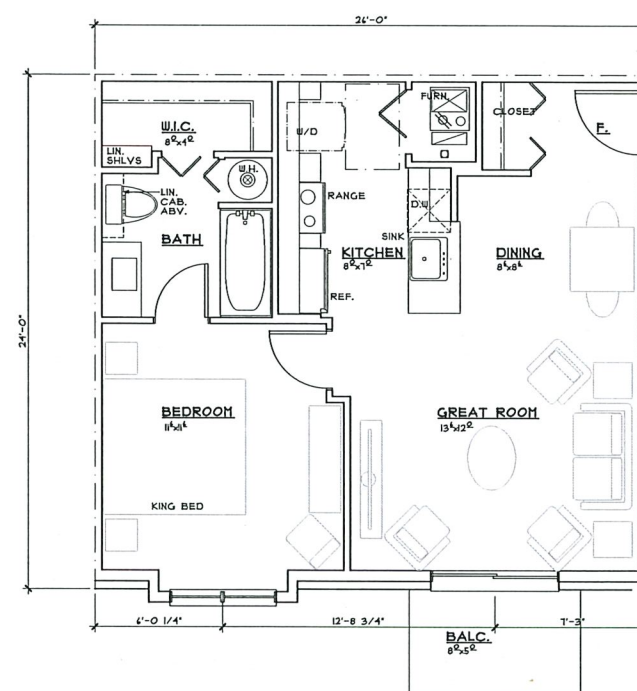
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FIRST FLOOR SCALE: 1/4" = 1'-0"



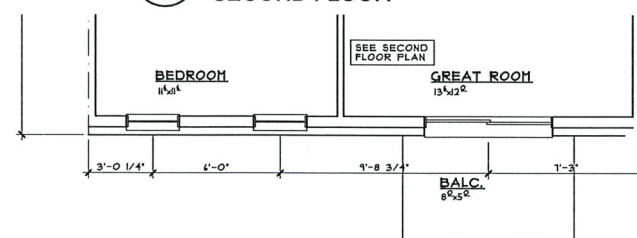
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SECOND + THIRD FLOOR SCALE: 1/4" = 1'-0"



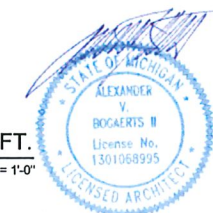
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SECOND + THIRD FLOOR SCALE: 1/4" = 1'-0"



**UNIT "A"** 1 BR / 1 B / 624 SQ. FT.  
SECOND FLOOR SCALE: 1/4" = 1'-0"



**UNIT "A"** 1 BR / 1 B / 624 SQ. FT.  
THIRD FLOOR SCALE: 1/4" = 1'-0"



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SHEET TITLE: UNIT PLANS  
 PRELIMINARY

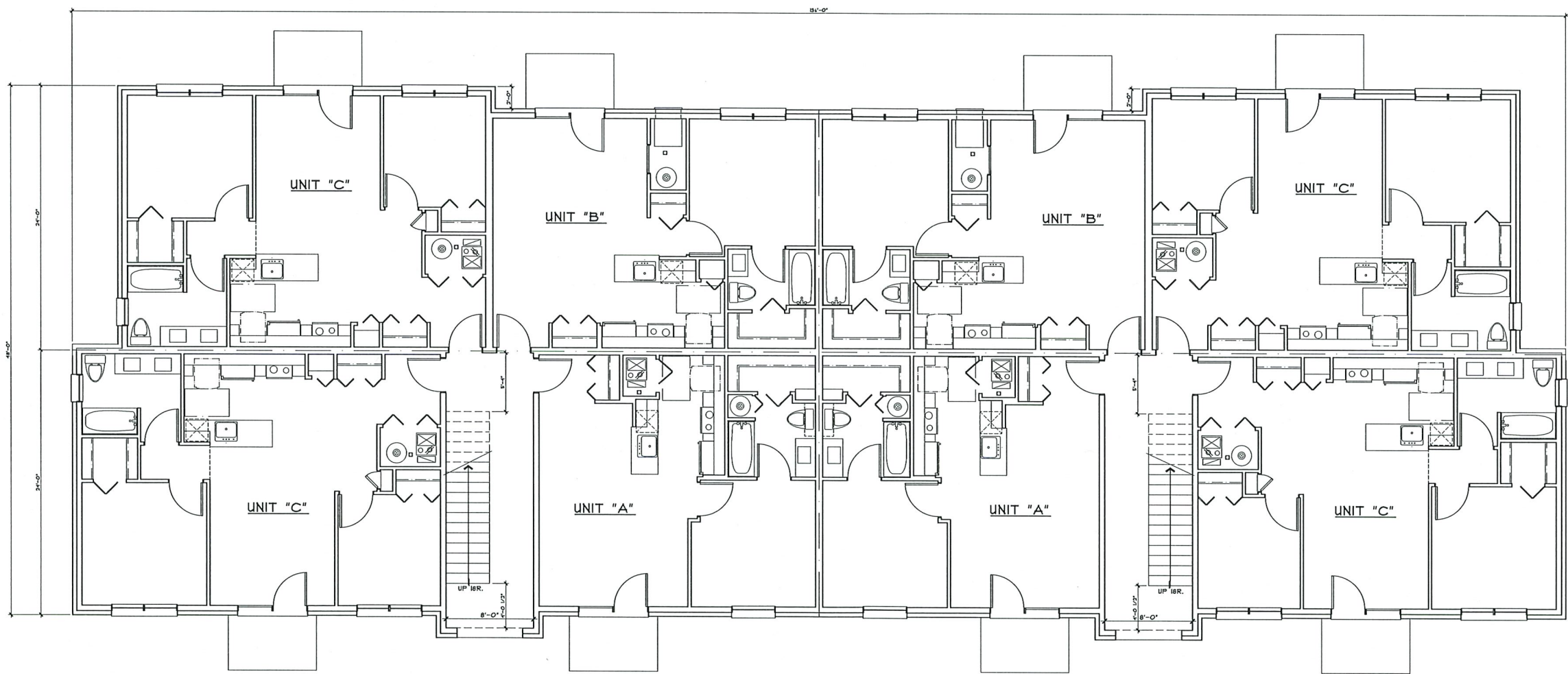
CLIENT/PROJECT: PROPOSED MULTI-FAMILY DEVELOPMENT CHALDEAN COMMUNITY FOUNDATION FARMINGTON HILLS, MICHIGAN

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CAD FILENAME: 2519_CCF
CHECKED BY: AVB
JOB NUMBER:
DATE:
SHEET NUMBER: 1



**BUILDING PLAN - FIRST FLOOR (6,254 SQ FT)**

SCALE: 3/16" = 1'-0"

SQUARE FOOTAGE	
1ST FLOOR	4,254 SQ FT
2ND FLOOR	4,112 SQ FT
3RD FLOOR	2,981 SQ FT
TOTAL	15,347 SQ FT



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CLIENT/PROJECT: PROPOSED MULTI-FAMILY DEVELOPMENT  
 CHALDEAN COMMUNITY FOUNDATION  
 FARMINGTON HILLS, MICHIGAN

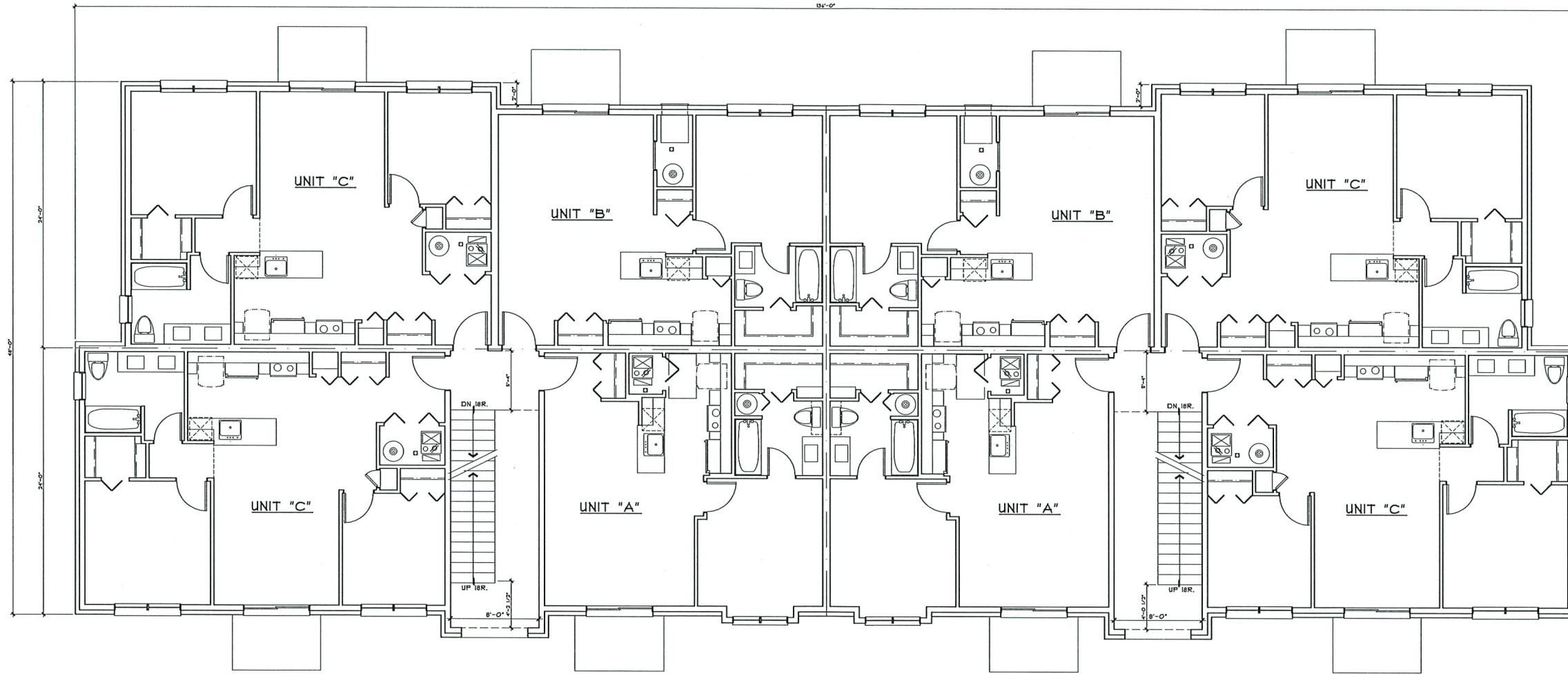
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 PLO FINAL  
 DETERMINATION  
 06-19-2023

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 CAD FILENAME: 2519\_CCF  
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 DATE:  
 SHEET NUMBER:



**BUILDING PLAN - SECOND FLOOR (6,112 SQ FT)**

SCALE: 3/16" = 1'-0"



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CLIENT/PROJECT: PROPOSED MULTI-FAMILY DEVELOPMENT  
CHALDEAN COMMUNITY FOUNDATION  
FARMINGTON HILLS, MICHIGAN

SHEET TITLE: BUILDING PLAN

PRELIMINARY

PRELIMINARY

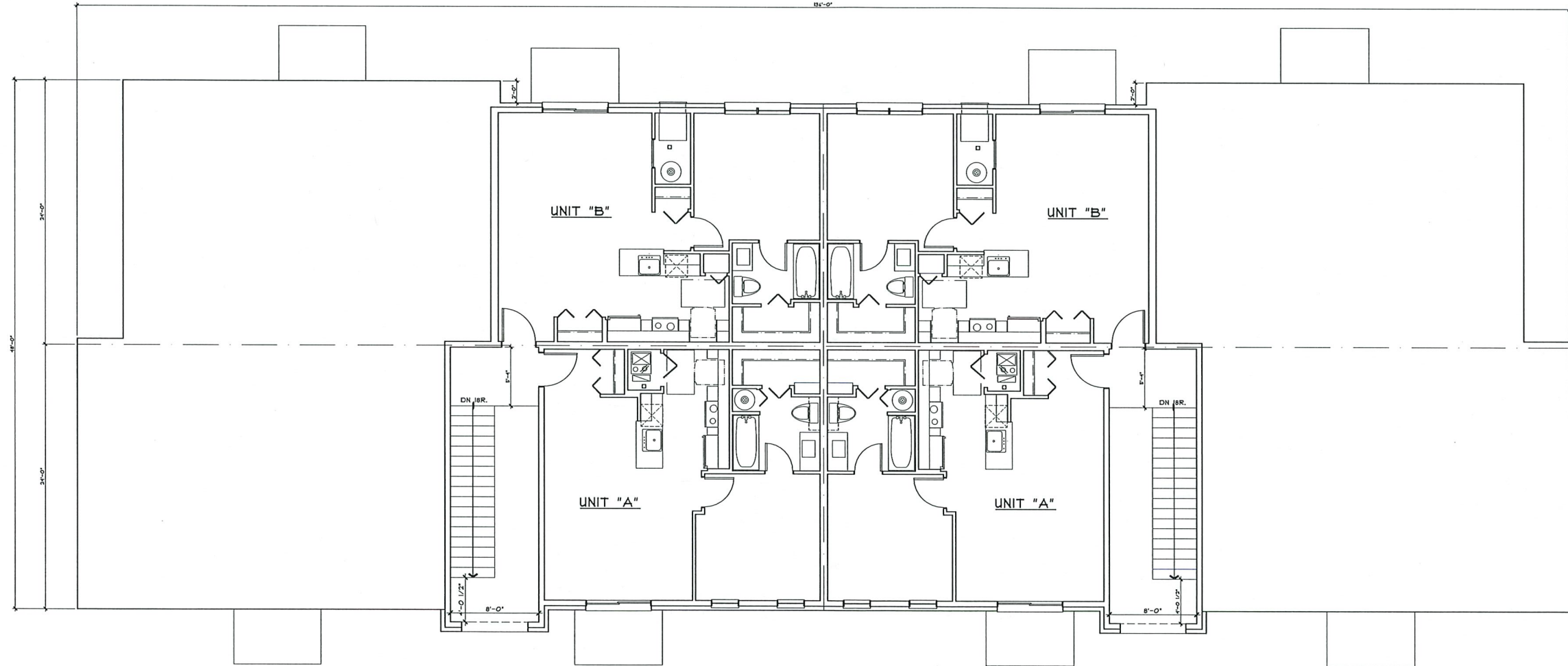
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PERMITS

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P/D/FINAL OR TERMINATION 06-19-2023

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CAD FILENAME: 2519\_CCF  
CHECKED BY: AVB  
JOB NUMBER:  
DATE:  
SHEET NUMBER:



**BUILDING PLAN - THIRD FLOOR (2,981 SQ FT)**

SCALE: 3/16" = 1'-0"



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CLIENT/PROJECT: PROPOSED MULTI-FAMILY DEVELOPMENT  
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SHEET TITLE: BUILDING PLAN  
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PRO QUORATION  
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OR TERMINATION  
06-19-2023

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AMM

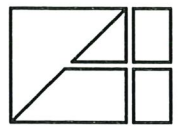
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CHECKED BY  
AVB

JOB NUMBER

DATE

SHEET NUMBER  
4



Interior Design  
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 Bloomfield Hills, MI 48302  
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SHEET TITLE  
**ELEVATION**  
 PRELIMINARY

CLIENT/PROJECT  
 PROPOSED MULTI-FAMILY  
 DEVELOPMENT  
 CHALDEAN COMMUNITY FOUNDATION  
 FARMINGTON HILLS, MICHIGAN

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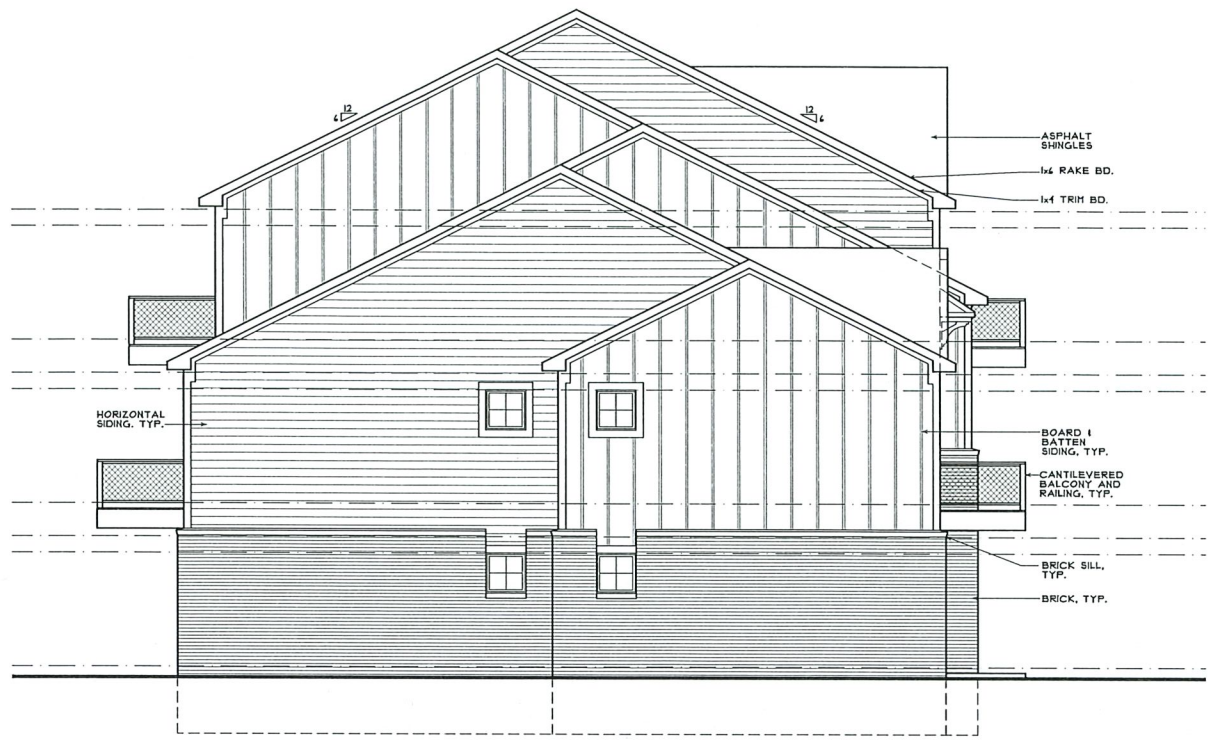
PRELIMINARY  
 BIDS  
 PERMITS  
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REVISIONS  
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 05-18-2023  
 PLO/PAUL  
 05-19-2023

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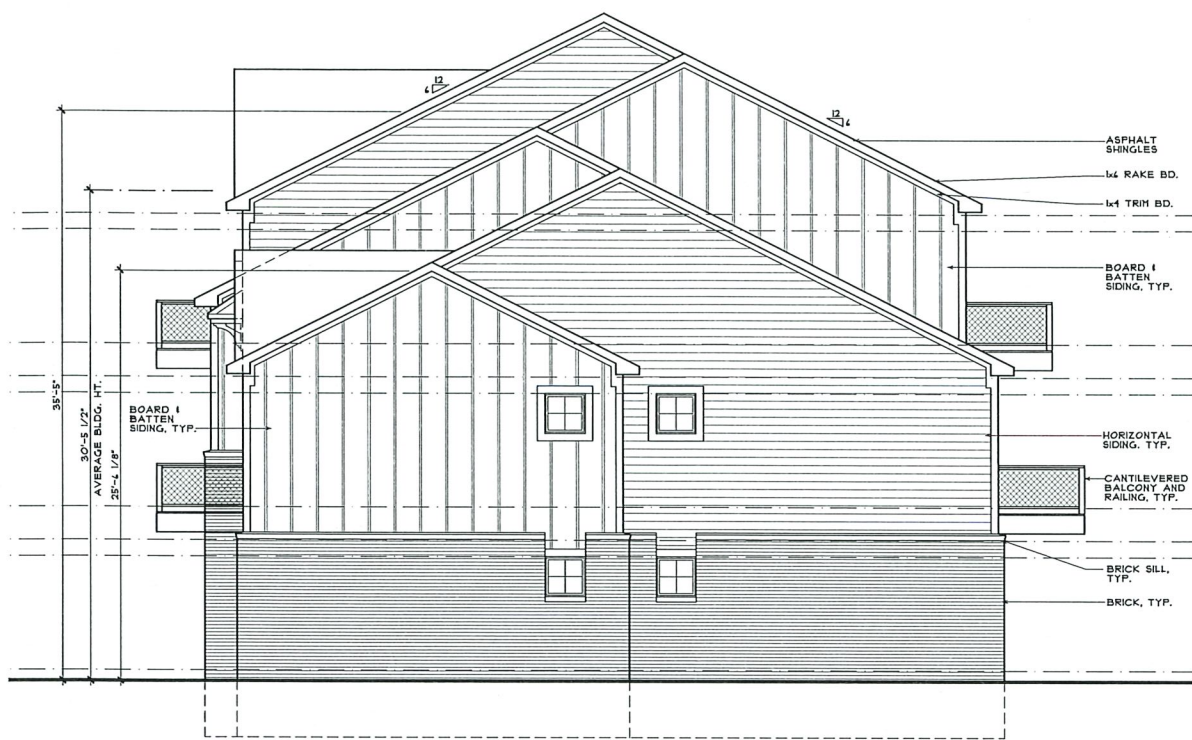


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**LEFT SIDE ELEVATION**  
 BUILDING #1, 2, 3, 4

SCALE: 3/16" = 1'-0"



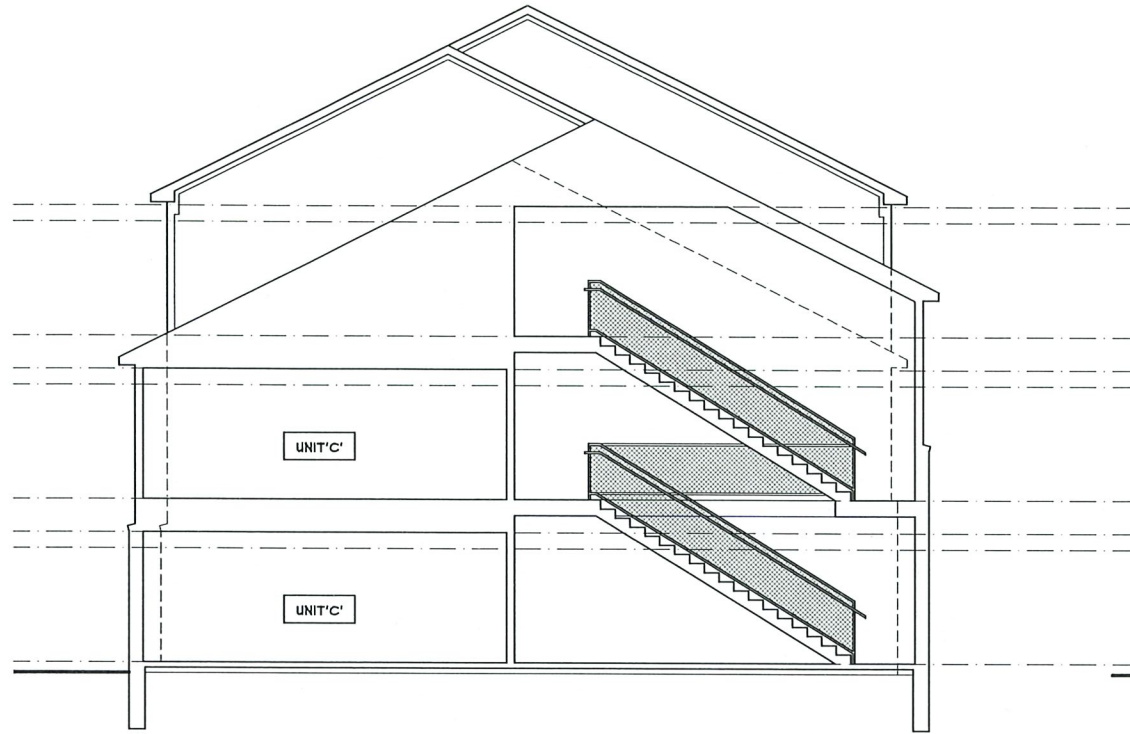
**RIGHT SIDE ELEVATION**  
 BUILDING #1, 2, 3, 4

SCALE: 3/16" = 1'-0"



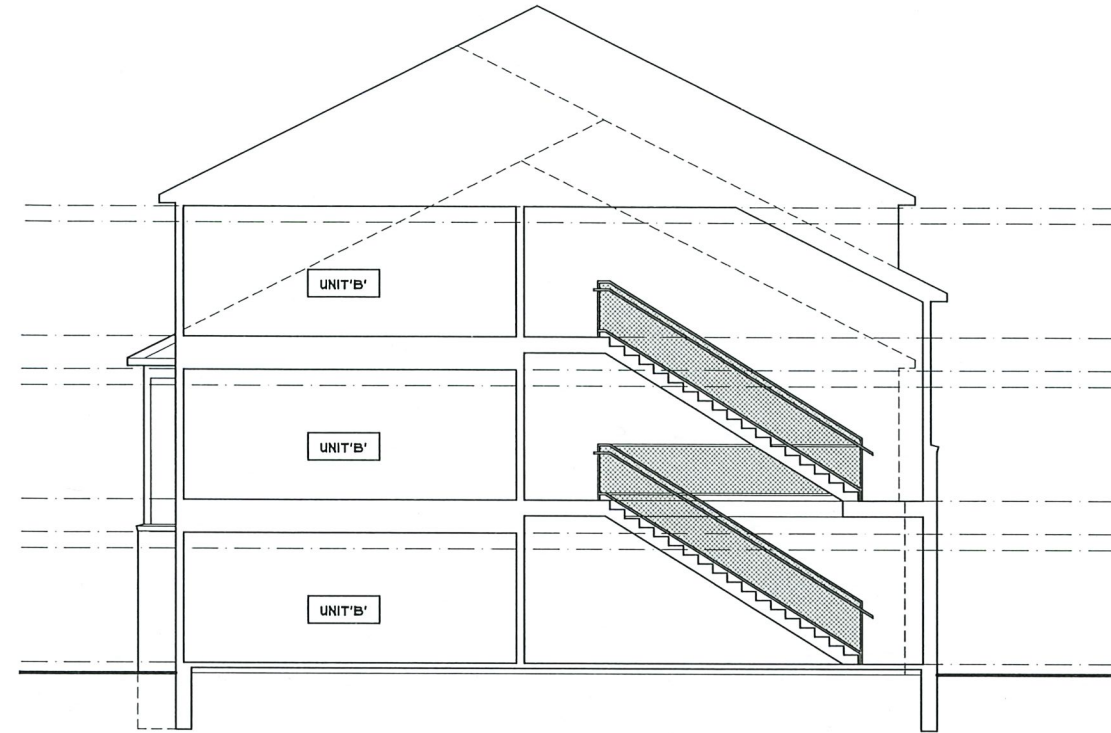
**FRONT ELEVATION**  
 BUILDING #1, 2, 3, 4, 5

SCALE: 3/16" = 1'-0"



**BUILDING SECTION AT 2-STORY**

SCALE: 1/4" = 1'-0"



**BUILDING SECTION at 3-STORY**

SCALE: 1/4" = 1'-0"



**REAR ELEVATION  
BUILDING #1, 2, 3, 4**

SCALE: 3/16" = 1'-0"



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FARMINGTON HILLS, MICHIGAN

SHEET TITLE  
**ELEVATION**

PRELIMINARY

DATE: \_\_\_\_\_

JOB NUMBER: \_\_\_\_\_

CHECKED BY: AVB

CAD FILENAME: 2519\_CCF

DRAWN BY: AMM

REVISIONS

NO. DESCRIPTION

05-19-2023

06-19-2023

PERMITS

BIDS

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CONSTRUCTION

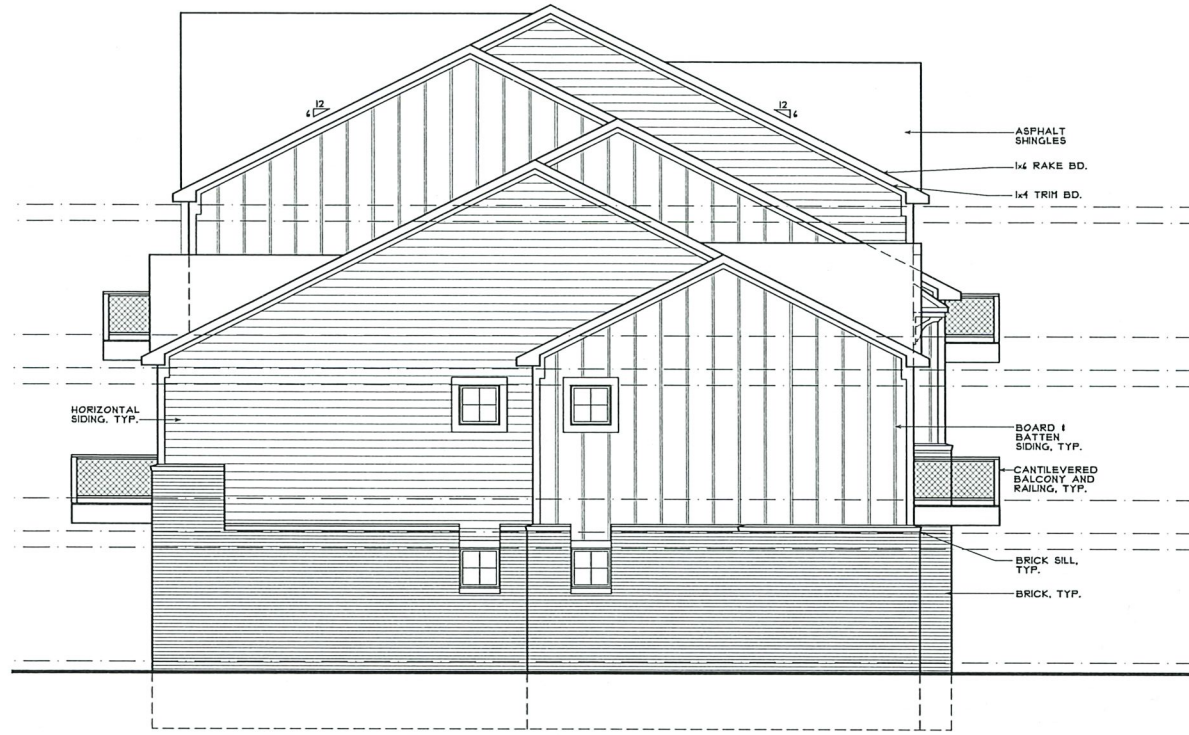
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AVERAGE BLDG. HT. 30'-5 1/2"

28'-4 1/8"

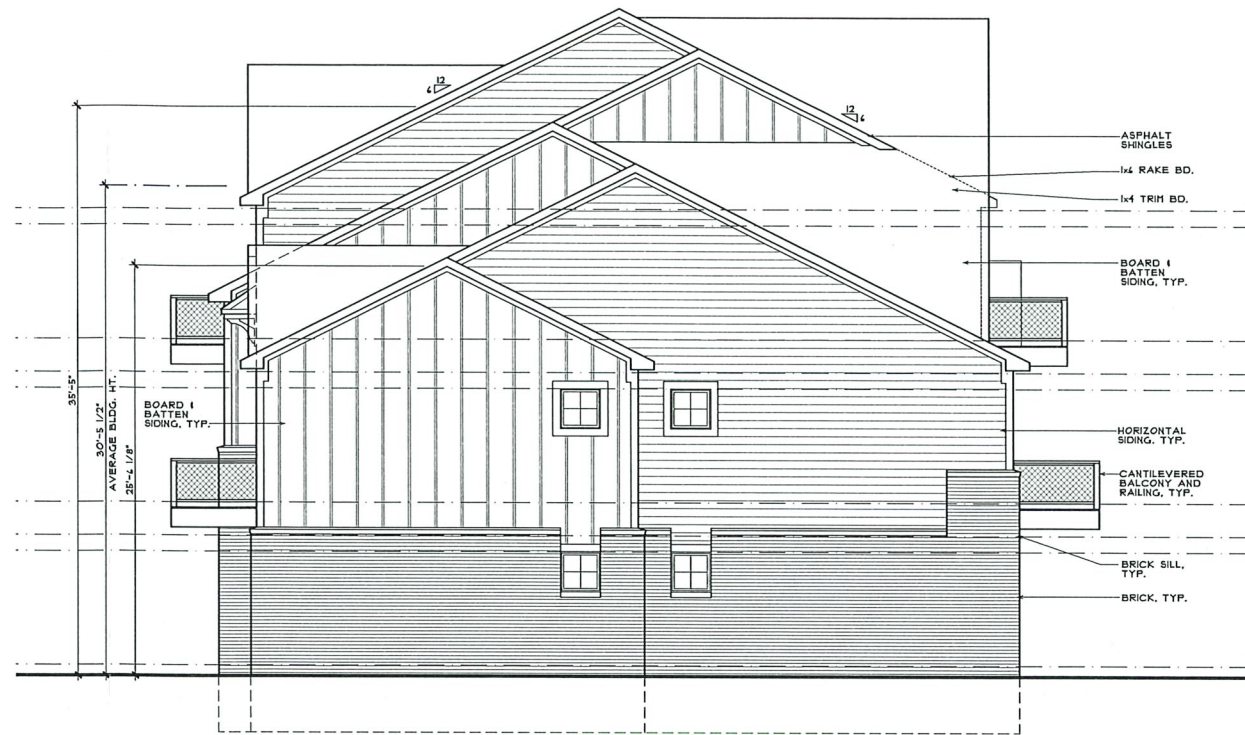
SHEET NUMBER

DATE



**LEFT SIDE ELEVATION  
BUILDING #5**

SCALE: 3/16" = 1'-0"



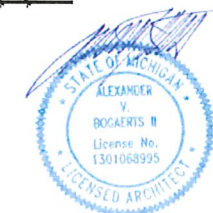
**RIGHT SIDE ELEVATION  
BUILDING #5**


SCALE: 3/16" = 1'-0"



**REAR ELEVATION  
BUILDING #5**

SCALE: 3/16" = 1'-0"




  
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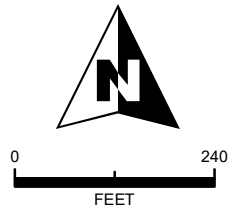
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SHEET TITLE	ELEVATION BUILDING #5 PRELIMINARY
CLIENT/PROJECT	PROPOSED MULTI-FAMILY DEVELOPMENT CHALDEAN COMMUNITY FOUNDATION FARMINGTON HILLS, MICHIGAN
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PUD/FINAL EXTENSION 06-19-2023	CONSTRUCTION
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CAD FILENAME 2519_CCF	PUB. QUALIFICATION 05-18-2023
CHECKED BY AVB	PUD/FINAL EXTENSION 06-19-2023
JOB NUMBER	DRAWN BY AMM
DATE	CAD FILENAME 2519_CCF
SHEET NUMBER	CHECKED BY AVB
7	JOB NUMBER

**PUD Plan 1, 2023 RA-1  
29915, 29905, 29845 Thirteen Mile  
11-201-004, 005, 006  
Multi-family development**



□ Tax parcel  
— Minor roads

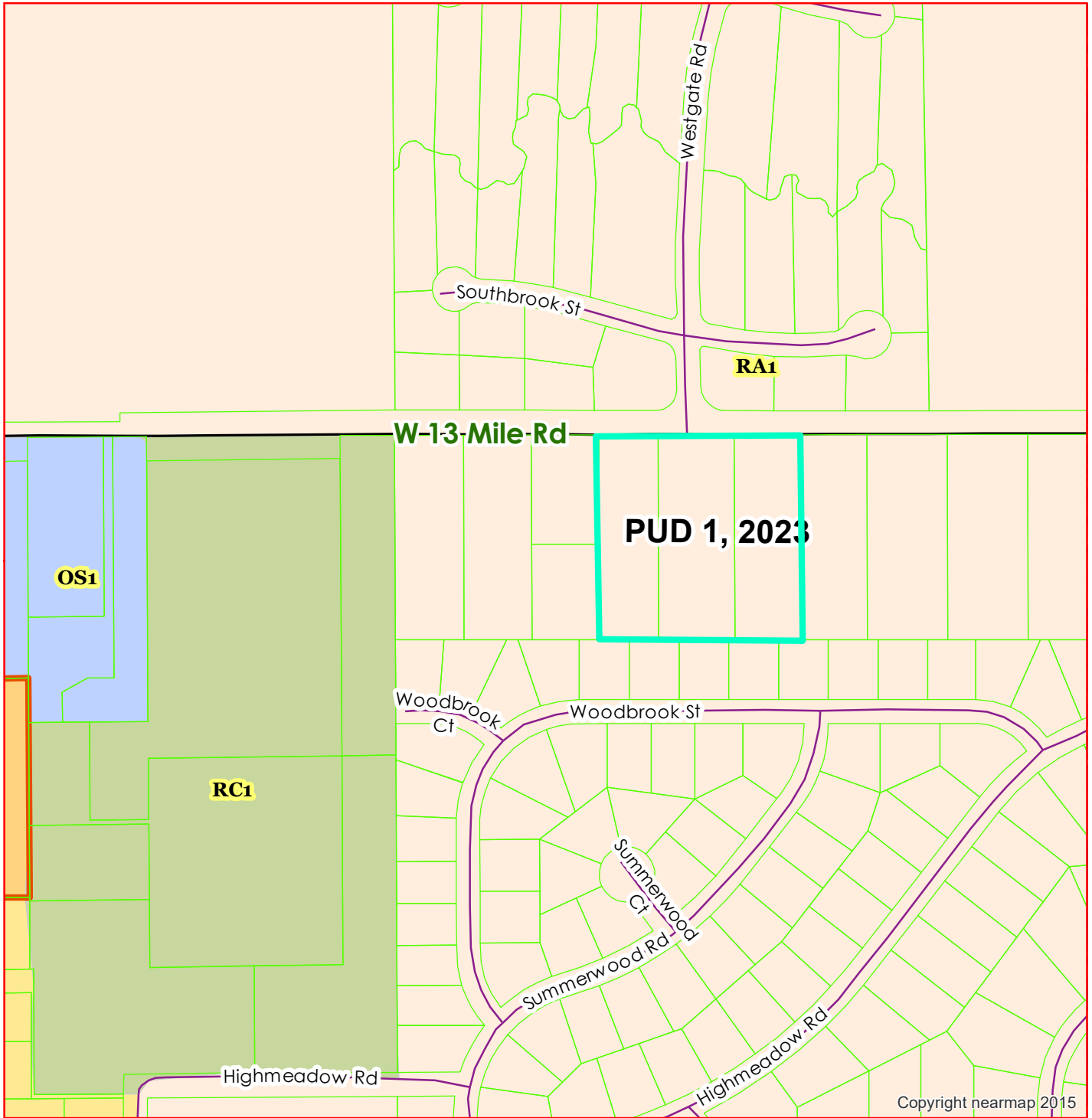


SOURCE: City of Farmington Hills, 2022  
Oakland County GIS, 2022

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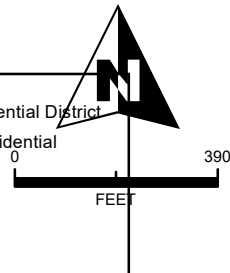
**PUD Plan 1, 2023 RA-1  
 29915, 29905, 29845 Thirteen Mile  
 11-201-004, 005, 006  
 Multi-family development**



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- Tax parcel
  - Minor roads
  - Planned Unit Developments
- Zoning Districts**
- OS-1 Office Service District
  - RA-1 One Family Residential District
  - RA-2 One Family Residential District

- RA-2B One Family Residential District
- RC-1 Multiple Family Residential District



SOURCE: City of Farmington Hills, 2022  
 Oakland County GIS, 2022

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July 31, 2023

Farmington Hills Planning Commission  
31555 W 11 Mile Rd  
Farmington Hills, MI 48336

# Final PUD Review

Case: PUD 1, 2023  
Site: 29845, 29905, 29915 W 13 Mile (Parcel ID 22-23-11-201-004, -005, -006)  
Applicant: Chaldean Community Foundation  
Plan Date: 6/16/2023  
Zoning: RA-1 One Family Residential District (20,000 square feet)

We have completed a review of the application for PUD, site plan, and landscape plan approval referenced above and a summary of our findings is below. Items in **bold** require specific action by the Applicant. Items in *italics* can be addressed administratively.



## SUMMARY OF FINDINGS

### Existing Conditions

1. **Zoning.** The site is currently zoned RA-1.
2. **Existing site.** The site is 5.98 acres and there are two houses present. The site has no wetlands or other notable natural features apart from trees.
3. **Adjacent Properties.**

Direction	Zoning	Land Use
North	RA-1	Single family homes
RA-1	RA-1	Single family homes
South	RA-1	Single family homes
West	RA-1	Single family homes

4. **Site configuration and access.** The site is proposed to be accessed from a single driveway to 13 Mile Rd.

### Project Summary

The applicant proposes 100 units of affordable housing in five buildings arranged around a central courtyard. 60 of the units are one-bedroom units, and the remaining 40 are two-bedroom units. The project will receive funding from the Michigan State Housing Development Authority (MSHDA).

### PUD Qualification

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on the following criteria and procedures.

**At its meeting on June 15, 2023, the Planning Commission granted preliminary PUD qualification to the applicant, citing criteria E.iv. and E.viii. Preliminary qualification does not guarantee final PUD approval.**

Criteria for qualifications. In order for a zoning lot to qualify for the Planned Unit Development option, the zoning lot shall either be located within an overlay district or other area designated in this chapter as qualifying for the PUD option, or it must be demonstrated that all of the following criteria will be met as to the zoning lot:

- A. The PUD option may be effectuated in any zoning district.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.  
*The proposed use—apartments—is not permitted in the RA-1 district. This is the primary deviation from ordinance standards; density is consistent with the RC-3 district.*
- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PUD application. Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated.

*The applicant is proposing density consistent with the RC-3 district. The applicant's narrative notes that a rezoning to RC-3 was considered, but the PUD process was more suited to achieving the goals of the project.*

- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.

*The number of apartment units proposed on the site clearly exceeds the number of single-family units that could be built under RA-1 zoning (100 versus 13). The applicant should provide a traffic study to compare the likely traffic volume from this development to potential commercial development on the site. The complex would utilize one access point to 13 Mile Rd; Engineering and Fire have indicated a preference for a stub or other means of providing future cross-access to neighboring sites.*

- E. The Planned Unit Development must meet, as a minimum, one of the following objectives of the city:

i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.

ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.

*The applicant identifies the nearby multi-family development (which is not directly adjacent) and under-utilization of the parcels fronting on 13 Mile as factors in meeting this criterion.*

iii. To accept dedication or set aside open space areas in perpetuity.

**iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.**

*The applicant highlights this qualification criterion, and specifically says that this use could serve as a transition from the mile road to single-family to the south.*

v. To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.

vi. To promote the goals and objectives of the Master Plan for Land Use.

vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.

**viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.**

*The applicant's narrative also addresses this criterion.*

*Though only one objective must be met by the plan, the applicant's narrative directly addresses objectives ii, iv, and viii.*

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

*An increase in density is sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance.*

**Request for final determination.** Per Section 34-3.20.5.B, the following must be submitted when seeking final determination of PUD qualification:

a. A boundary survey of the exact acreage being requested done by a registered land surveyor or civil engineer (scale not smaller than one inch equals one hundred (100) feet).	√
b. A topographic map of the entire area at a contour interval of not more than two (2) feet. This map shall indicate all major stands of trees, bodies of water, wetlands and unbuildable areas (scale: not smaller than one inch equals one hundred (100) feet).	√
c. A proposed land use plan indicating the following at a scale no smaller than one inch equals one hundred (100) feet (1" = 100'):	√
(1) Land use areas represented by the zoning districts enumerated in Section 34-3.1.1 through Section 34-3.1.30 of this chapter.	*
(2) Vehicular circulation including major drives and location of vehicular access. Preliminary proposals as to cross sections and as to public or private streets shall be made.	√
(3) Transition treatment, including minimum building setbacks to land adjoining the PUD and between different land use areas within the PUD.	√
(4) The general location of nonresidential buildings and parking areas, estimated floor areas, building coverage and number of stories or height.	√
(5) The general location of residential unit types and densities and lot sizes by area.	√
(6) A tree location survey as set forth in Section 34-5.18, Tree Protection, Removal and Replacement.	√
(7) The location of all wetlands, water and watercourses and proposed water detention areas.	√
(8) The boundaries of open space areas that are to be preserved and reserved and an indication of the proposed ownership thereof.	√
(9) A schematic landscape treatment plan for open space areas, streets and border/transition areas to adjoining properties.	√
d. A preliminary grading plan, indicating the extent of grading and delineating any areas which are not to be graded or disturbed.	√

e. An indication of the contemplated water distribution, storm and sanitary sewer plan.	√
f. A written statement explaining in detail the full intent of the applicant, indicating the type of dwelling units or uses contemplated and resultant population, floor area, parking and supporting documentation, including the intended schedule of development.	√

*\* The plan has only one use area: multi-family. The applicant should update Sheet SP03 to identify the RC-3 district as the most comparable district to the proposal.*

*The applicant has submitted a mostly complete package, but the applicant must identify the analogous district on the plans.*

**Conceptual Site Plan & Use:**

1. **Summary of Proposed Use.** The applicant has submitted a conceptual site plan. We find that the plan is missing certain required elements; see below for details. The plan proposes 100 units in five buildings; units are proposed to be affordable, in accordance with the applicant’s non-profit mission. Access to the site would be from 13 Mile.

2. **Density.** The parcel is 260,620.22 square feet. Density is determined by the number of rooms. To determine the number of rooms, the following standard (Section 34-3.5.2.F.) is applied:

One-bedroom unit: 2 rooms

Two-bedroom unit: 3 rooms

The applicant proposes 100 units (60 one-bedrooms, 40 two-bedrooms) with a total of 240 rooms, based on the standard above. The following densities are permitted under conventional zoning:

District	Lot Area/sq ft	Rooms permitted
RC-1	1,900	137 rooms
RC-2	1,400	186 rooms
RC-3	1,050	248 rooms

The proposed density is consistent with the RC-3 district. Under RA-1 zoning, the maximum number of units available is 13.

3. **Master Plan.** The master plan’s Future Land Use map designates this site as Single Family, and it is part of a Residential Special Planning Area, titled 13 Mile Road Near Middlebelt (No. 1) in the 2009 Master Plan. This area covered several additional lots in that plan, and was identified as an area with the potential to be aggregated and redeveloped with a single access point off 13 Mile Rd. This planning area was identified for single family housing. The plan set the following goals for the area:

**Goals**

- Maintain the one-family residential use character of the road frontage on
- large lots
- Encourage assembly of parcels and development of one-family lots based on
- the concept plan
- Protect the natural features of the area; hillsides, trees

**Policies**

- Follow the concept plan under RA-1 zoning

- Locate the primary residential street parallel to Thirteen Mile Road
  - Location of entrance roads from Thirteen Mile Road would be
    - determined by timing of developments
      - Except for the west 300', lots should back or side-lot to Thirteen Mile
    - Road. Cul-de-sacs should be kept to about 600' in length
      - Interconnect the streets over time
    - Encourage names of developments that are similar in order to establish a
    - unified identity for the area
    - Allow flexibility in application of city standards
    - Encourage flexibility in building setbacks
    - Permit water retention in open space
    - Consider the cluster option only when at least one side of the property in
    - question borders on a use that is other than one-family detached land use
  - Maintain the density as planned and zoned at 1.8 dwelling units per acre
4. **Dimensional Standards of the RA-1 district (34-3.1.4.E).** The applicant is seeking relief from the height limit of the district to permit a building height of 30 feet, 5.5 inches rather than the RA-1-permitted 30 feet.

Standard	RA-1 Requirement	Proposed
Lot Size	20,000 sq ft	5.98 acres
Lot width	100 ft	508
Lot coverage	25%	13.6%
Front setback	40 ft	50.6 ft
Rear setback	35 ft	50.5 ft
Side setback (east)	10 ft/25 total of two	50.8 ft
Side setback (west)	10 ft/25 total of two	50 ft
Building height	Max. 30 ft	<b>30 ft, 5.5 in</b>

5. **Rooftop Screening (34-5.17).** Screening of rooftop equipment is required where any is provided. Mechanical equipment on the ground shall be screened per Section 34-5.1.4.D. It appears that all equipment will be mounted on the ground. Details will be required at final site plan.
6. **Dumpster Enclosure.** The site shows four dumpster enclosures, located generally between the proposed buildings. Details will be required at final site plan.
7. **Parking.** The plan requests adjustments to parking standards as follows:

Standard	Required Parking	Proposed
One BR Unit/Two BR Unit	2 spaces/unit = 100x2 = 200	1.5 spaces/1BR unit = 60 x 1.5 = 90 2 spaces/2BR unit = 40 x 2 = 80 Total Required = 170 <b>Provided = 169</b>

8. **Tree Removal (34-5.18).** A tree inventory was provided as required and appears to be generally accurate; the plan should note which trees are to be removed. Replacement calculations will need to be provided at final site plan, with replacements integrated into a landscape plan. Also, the inventory currently gives an overall DBH for all trees on site; when calculating replacements, the

DBH of landmark trees only is used to determine replacements; all other trees are replaced on a one-to-one basis.

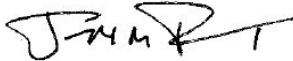
9. **Landscaping (34-5.14) and Screening (34-5.14).** A schematic landscape plan has been submitted.

10. **Relief Sought from Ordinance Standards**

- a. Permit multi-family at RC-3 density.
- b. Permit reduction in parking from 200 spaces to 169.
- c. Permit additional building height: 30 ft, 5.5in vs 30 ft.

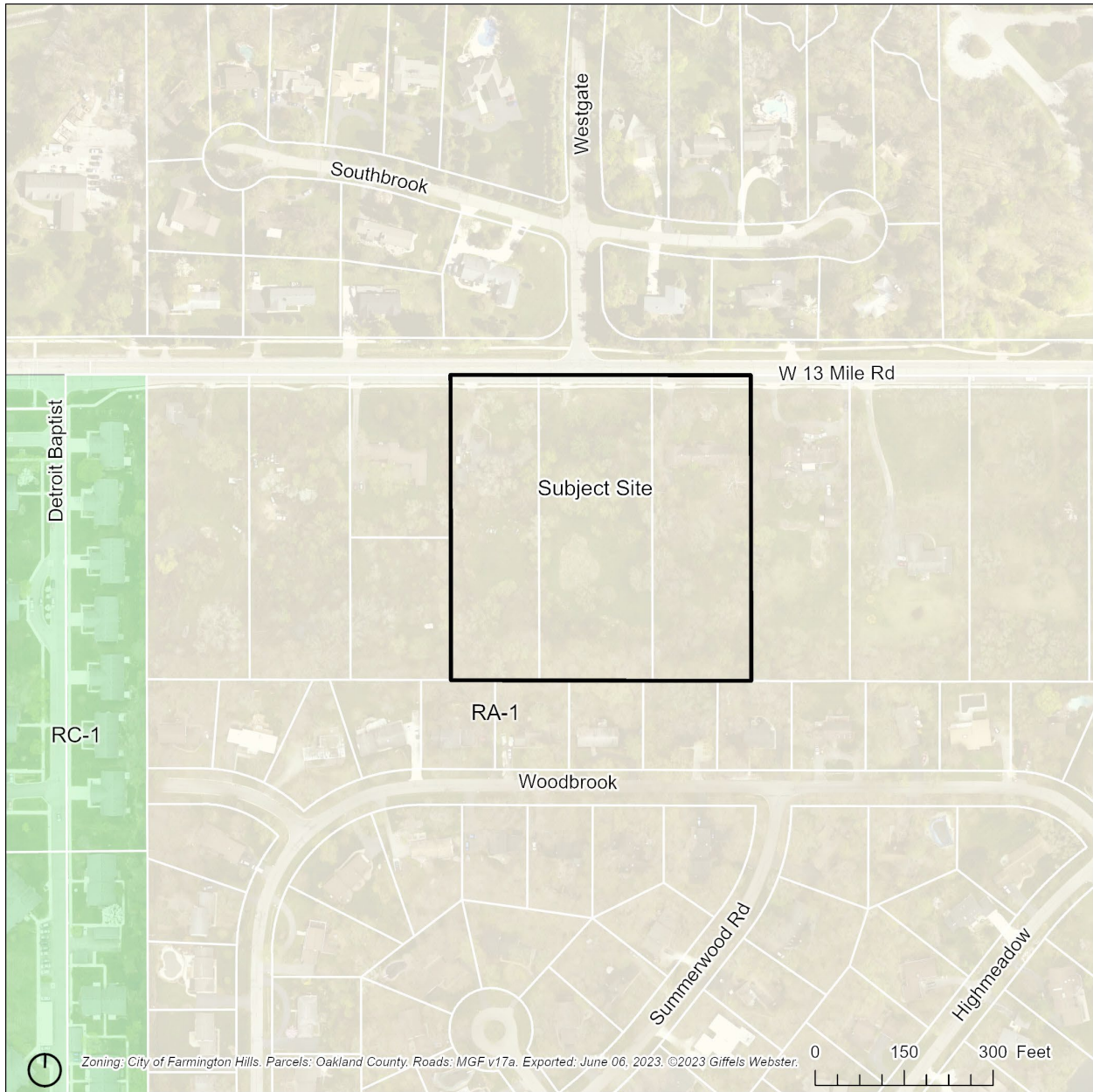
We are available to answer questions.

Respectfully,  
**Giffels Webster**

A handwritten signature in black ink, appearing to read 'Joe Tangari', with a stylized flourish at the end.

Joe Tangari, AICP  
Principal Planner





Current zoning



Master Plan designations for this area. See discussion above.



Wetland map

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
June 15, 2023, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Countegan, Grant, Mantey, Trafelet, Varga, Stimson, Ware

Commissioners Absent:           None

Others Present:                   City Planner Perdonik, City Attorney Schultz, Planning Consultant Tangari

**APPROVAL OF THE AGENDA**

**MOTION by Trafelet, support by Brickner, to approve the agenda as published.**

**Motion passed unanimously by voice vote.**

**REGULAR MEETING**

**A. PLANNED UNIT DEVELOPMENT QUALIFICATION 1, 2023**

LOCATION:                           29915, 29905, and 29845 Thirteen Mile Road  
PARCEL I.D.:                       22-23-11-201-004, 005, and 006  
PROPOSAL:                         Construction of multiple-family housing in an RA-1, One Family Residential zoning district  
ACTION REQUESTED:             Qualification of Planned Unit Development  
APPLICANT:                       Martin Manna  
OWNER:                             Chaldean Community Foundation

Referencing his June 8, 2023 written comments, Planning Consultant Tangari gave the background and review for this request for qualification for Planned Unit Development. The applicant proposed 100 units of affordable housing in five buildings arranged around a central courtyard at 29915, 29905, and 29845 Thirteen Mile Road. 60 of the units are one-bedroom units, and the remaining 40 are two-bedroom units. The project will receive funding from the Michigan State Housing Development Authority (MSHDA).

The 5.98-acre site is located on the south side of 13 Mile Road, just west of Middlebelt Road. The site is comprised of 3 addresses with two houses present. All are zoned RA-1, which is a 20,000sf single-family district. The site has no wetlands or other notable natural features. The development is proposed to be accessed from a single driveway to 13 Mile Road.

The surrounding properties are all single family.

Qualification

Under Section 34-3.20.2, the Planning Commission may make a determination that the site qualifies for a PUD based on criteria and procedures set forth in the ordinance, and as listed on pages 2-4 of the review memorandum. Those criteria that require discussion include:

- B.** The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.

*The proposed use—apartments—is not permitted in the RA-1 district. This is the primary deviation from ordinance standards; density is consistent with the RC-3 district.*

- C.** The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PUD application. Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated.

*The applicant is proposing density consistent with the RC-3 district. The applicant's narrative notes that a rezoning to RC-3 was considered, but the PUD process was more suited to achieving the goals of the project.*

- D.** The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.

*The number of apartment units proposed on the site clearly exceeds the number of single-family units that could be built under RA-1 zoning (100 versus 13). The applicant should provide a traffic study to compare the likely traffic volume from this development to potential commercial development on the site. The complex would utilize one access point to 13 Mile Rd; Engineering and Fire have indicated a preference for a stub or other means of providing future cross-access to neighboring sites.*

- E.** The Planned Unit Development must meet as a minimum one of 8 objectives listed in the ordinance. The applicant is stating that they meet 3 of the objectives:

- ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.

*The applicant identifies the nearby multi-family development (which is not directly adjacent) and under-utilization of the parcels fronting on 13 Mile as factors in meeting this criterion.*

- iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.

*The applicant highlights this qualification criterion, and specifically says that this use could serve as a transition from the mile road to single-family to the south.*

viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.

*The applicant's narrative also addresses this criterion.*

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

*An increase in density is sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance.*

The submission includes sufficient material for qualification.

#### Conceptual Site Plan Review

Tonight the Planning Commission was not assessing the site plan in detail. However, the conceptual plans and illustrations provided by the applicant provided an indication of the type of site plan the Planning Commission can expect if preliminary qualification is granted.

The proposed affordable housing is consistent with the Chaldean Community Foundation's nonprofit mission.

Regarding density, the 60 one-bedroom units and the 40 two-bedroom units represented a density consistent with the RC-3 district. Under RA-1 zoning, the maximum number of units available is 13.

Regarding the Master Plan, The Master Plan's Future Land Use map designates this site as Single Family, and it is part of a Residential Special Planning Area, titled *13 Mile Road Near Middlebelt (No. 1)* in the 2009 Master Plan. This area covered several additional lots in that plan, and was identified as an area with the potential to be aggregated and redeveloped with a single access point off 13 Mile Rd. This planning area was identified for single family housing. The plan set the following goals for the area:

#### Goals

- Maintain the one-family residential use character of the road frontage on large lots.
- Encourage assembly of parcels and development of one-family lots based on the concept plan.
- Protect the natural features of the area; hillsides, trees.

#### Policies

- Follow the concept plan under RA-1 zoning.
- Locate the primary residential street parallel to Thirteen Mile Road.
- Location of entrance roads from Thirteen Mile Road would be determined by timing of developments.
- Except for the west 300', lots should back or side-lot to Thirteen Mile Road.
- Cul-de-sacs should be kept to about 600' in length.
- Interconnect the streets over time.
- Encourage names of developments that are similar in order to establish a unified identity for the area.
- Allow flexibility in application of city standards.
- Encourage flexibility in building setbacks.

- Permit water retention in open space.
- Consider the cluster option only when at least one side of the property in question borders on a use that is other than one-family detached land use.
- Maintain the density as planned and zoned at 1.8 dwelling units per acre.

Regarding dimensional standards. Generally, it appears that the applicant would not be seeking relief from the ordinance standards; building height needs to be provided to verify whether this deviates or conforms.

Regarding parking. the applicant requests adjustments to parking standards from 200 required spaces to 169 parking spaces.

Regarding density, as noted above, the applicant seeks multi-family use at RC-3 density, rather than the existing RA-1 use and density.

In response to questions, Planning Consultant Tangari explained that the term “affordable housing” was a federally-defined term. This was not the same as “low-income” housing.

Commissioner Mantey said that he would like to better understand what triggers traffic studies and how much traffic studies cost developers.

Commission Stimson asked for more information as to why this project could not be developed under straight RC-3 zoning, rather than a PUD.

Chair Countegan suggested the applicant answer questions regarding affordable housing, parking, and why they had chosen to apply for a PUD.

Martin Manna, Chaldean Chamber of Commerce and Chaldean Community Foundation, was present on behalf of this request for PUD qualification. Architect Mark Abernathy, Alexander V. Bogaerts & Associates, was also present, as was Tom Haji, Director, Chaldean Community Foundation.

Mr. Manna gave some of the history of the Chaldean community in southeast Michigan. The Chaldean Chamber of Commerce is headquartered in Farmington Hills, the Chaldean Community Foundation in Sterling Heights. In 2011 400 people were served, today the Chaldean Community Foundation serves more than 40,000 individuals annually from 48 different countries of origin, and from many backgrounds. Part of the Foundation’s mission is to provide health and human services, access to health care, and affordable housing.

Mr. Manna explained that this was the Chaldean Community Foundation’s second foray into affordable housing, with the first currently under construction in Sterling Heights (135 units). The goal was to ultimately construct up to 1000 units for people seeking long-term affordable housing, which by definition meant that the tenants must be at 60% or below the average medium income to qualify for the housing. This project would be built under the authority of the Michigan State Housing Development Authority (MSHDA), and the Foundation was also exploring a loan from HUD. The housing was rent-controlled and would not require vouchers.

In response to questions, Mr. Manna and Mr. Abernathy gave the following information:

- In their meetings with city staff, the PUD process was recommended.

- The affordable housing development will not be limited to the Chaldean community; it will be for everyone.
- The reduction to 169 parking spaces was based on industry standards of 1.7 to 1.8 parking spaces per unit. Almost every municipality currently required too much parking.

Citing the book *Paved Paradise: How Parking Explains the World*, by Henry Grabar, Commissioner Mantey said he supported the requested reduction in parking.

Commissioner Stimson asked why the applicants had not brought this request in as a request to rezone to RC-3.

Mr. Abernathy explained that their development team analyzed the zoning ordinance, and met with planning, engineering, and economic development staff, as well as the City Manager. After looking at all alternatives, the development team felt that the PUD was the vehicle to use to go through the zoning process for this development.

Mr. Abernathy addressed the three criteria for PUD qualification that they felt they met:

- ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.

There were existing multifamily projects to the west and existing multifamily projects to the east of the proposed site, and it was desirable to engage the land in between those multifamily projects. Their proposal seemed like a perfect fit.

- iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.
- viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.

The project is an excellent transition from 13 Mile Road to the single-family use, as opposed to some other type of commercial zoning, as mentioned in the traffic study portion of the Giffels Webster review.

Mr. Abernathy emphasized that affordable housing/workforce housing is critical for communities like Farmington Hills, and was something being discussed throughout Michigan. The Chaldean Community Foundation was passionate about meeting the needs of not just the Chaldean community, but also the wider community.

Mr. Abernathy addressed the concept plan as follows:

- The applicants were proposing state of the art units. The 60 one-bedroom units will be between 624sf – 660sf. The 40 two-bedroom units will be ~816sf.
- The design of the project will respect their existing neighbors, and will blend with the existing development along 13 Mile Road. They were retaining as much of the natural features on the site as possible. The project provided the best location for new curb cuts. In response to Fire Marshal concerns, they were providing a second emergency access to 13 Mile.
- They understood the concern about trying to minimize curb cuts on 13 Mile. However, forcing the development to link driveways with adjacent properties limited their management ability in terms of the project.
- Existing trees will be maintained along the eastern property line, the western property line, and along the southern property line where they were adjacent to single family uses, as well as long 13 Mile Road. There will be good consistency of natural features.



- The project provided 13.6% lot coverage, thereby maximizing open space and providing park area in the center of the site. This was accomplished by the design of the 2.5-story buildings, which design 1) minimizes the footprint on the site by adding density to the center of the building, 2) adds architectural interest through variations in the roofline, 3) relates to not only the other multifamily projects along 13 Mile Road, but also the single family 2-story buildings in the area.
- They will work with the Fire Marshal to address all his concerns.
- They will be providing a traffic study as part of their future PUD submission and site plan approval submission.
- They calculated building height by averaging the 2-story portion (25' high) with the 3-story portion (35' high). They would be asking for relief from ordinance standards relative to building height.
- Regarding the density in the RC-3 district vs. the RA-1 district, Mr. Abernathy said that density was a relative term, relative to such questions as: Does the project fit the site? Is there enough green space and open space? Have the natural features been respected? Is the massing and the scale of the building appropriate to the site and what is going on around it? Does the project relate to the land around it? Is there enough parking on the site and enough open space?
- The site was designed in relationship to the adjacent single family uses as well as the overall composition of the site, by positioning the buildings to increase setbacks to the single family residential, and to minimize the impact of the architecture by the placement of buildings on the site.

Mr. Abernathy explained that in addition to the two items brought up by Planning Consultant Tangari – permit multi-family at RC-3 density, and permit reduction in parking from 200 spaces to 169 – they were also going to ask for relief regarding building height and tree replacement.

Regarding tree replacement, as an affordable housing project with different sources of funding, it was important to keep costs at a minimum, so the rents can be in the necessary range. Trying to cope with price and cost of tree replacement will be a burden on the project.

MSHDA (Michigan State Housing Development Authority) had signed off on a preliminary site evaluation.

Mr. Abernathy explained that this long explanation answered the question as to why they were asking for a Planned Unit Development, which would allow the necessary flexibility regarding parking, density, building height and tree replacement. They believed they were bringing a special project to Farmington Hills, and a PUD was a perfect fit for this unique project.

In response to questions from the Commission, Mr. Abernathy gave the following further information:

- All buildings had minimum setbacks of 50 feet.
- All the buildings were the same, with the 2-story portions being 25' tall, and the center 3-story portion being 35' tall.

Chair Countegan noted that the applicants needed to talk with Planning staff regarding how height was calculated under Farmington Hills ordinance.

- Building design was state of the art in terms of floor plans and design. The units were smaller, but would have all the amenities of a larger unit. The façade design will be a beautiful addition to the community.

In response to a request from the Chair, Planning Consultant Tangari gave an overview of the PUD process, as outlined in Section 34-3.20.

Commissioner Stimson said he had several issues with this PUD proposal:

- This proposal was not compatible with the seven RA-1 lots to either side of the project.
- This proposal was not compatible with the multi-family developments further to the east and west, which were ranch homes, not multi-story.
- The current RA-1 zoning already provided a great buffer to the other residential areas. This project would create high density in the middle of residential zoning, leaving the neighboring RA-1 parcels stranded between multi-family uses.
- This project would not bring about redevelopment to a desired orderly change of use. Other single-family properties in the City that had been surrounded by multi-use apartments were too small to be similarly developed, and too isolated to be easily sold to people seeking single family homes.
- Rezoning this property to RC-3 would be spot zoning, and this project represented an effort to get around placing RC-3 zoning in the middle of an RA-1 neighborhood.

Mr. Manna pointed out that the properties in between this site and the Baptist Manor were owned by the Baptist Manor, who would like to develop them.

In response to a question, Mr. Haji said they had not met with the HOA to the south; they had talked with Baptist Manor.

Commissioner Stimson pointed out that Baptist Manor had previously come to the Commission with a rezoning (or PUD) application to develop their three lots, and were denied, due to the issues he had enumerated above.

Chair Countegan explained that the issue before the Board was whether the application met the requirements for PUD qualification.

Commissioner Ware commented that the Commission had previously discussed the possibility of redevelopment in the area of 13 Mile and Middlebelt. The renderings presented this evening showed development consistent with those earlier conversations. Chair Countegan agreed, but also cautioned that the Commission should look at this request in light of the PUD ordinance criteria.

Commissioner Brickner said that the fact the Baptist Manor owned the properties in between this site and the Baptist Manor was somewhat encouraging. However, it was the neighbors to the south who needed to be approached by the developer relative to what was being proposed.

In response to questions from the Chair, staff gave the following information:

- Under RA-1 development, the 3 properties could have a total of 13 single-family homes, with a maximum 35% lot coverage.
- The PUD is an optional form of development, involving several steps, including public hearings. Should this application move forward, the City and the developer will have to come to a formal PUD development agreement.
- This affordable housing development will be open to all people.

After discussion and amendment, the following motion was offered:

**MOTION by Brickner, support by Trafelet, to make a preliminary finding that PUD 1, 2023, dated May 18, 2023, submitted by Martin Manna, qualifies for the Planned Unit Develop Option under Section 34-3-20.2.A through D of the zoning chapter. It is further determined that the proposal**

**meets at least one of the objectives as outlined in Section 34-3.20.2. E.i-viii, and that it be made clear to the applicant that final granting of the PUD plan and contract requires approval by City Council, after recommendation by the Planning Commission.**

**The Planning Commission finds that PUD 1, 2023 meets the following qualification standards of section 34-3.20.2.E.:**

- **iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.**
- **viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.**

Motion discussion:

Commissioner Brickner strongly recommended that the applicants speak to the homeowners to the south.

**Motion carried by voice vote 8-1 (Stimson opposed.)**

#### **PUBLIC COMMENT**

None.

#### **ADJOURNMENT**

**Motion by Trafelet, support by Ware, to adjourn the meeting at 9:05pm.**

**Motion carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary

/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
July 20, 2023, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Countegan, Mantey, Trafelet, Stimson, Ware

Commissioners Absent:           Grant, Varga

Others Present:                   City Planner Perdonik, City Attorney Schultz, Planning Consultant Bahm

**APPROVAL OF THE AGENDA**

**MOTION by Trafelet, support by Brickner, to approve the agenda as published.**

**Motion passed unanimously by voice vote.**

**REGULAR MEETING**

**A. PLANNED UNIT DEVELOPMENT (PUD) 1, 2023**

LOCATION:                   29915, 29905, and 29845 Thirteen Mile Road  
PARCEL I.D.:               22-23-11-201-004, 005, and 006  
PROPOSAL:                 Construction of multiple-family housing in RA-1, One Family Residential zoning district  
ACTION REQUESTED:     Set for public hearing  
APPLICANT:                Martin Manna  
OWNER:                     Chaldean Community Foundation

For the sake of the public present, Chair Countegan explained that tonight's request was to set this request for a Planned Unit Development for a public hearing; tonight's meeting was not that public hearing. The applicant will give a summary of the proposal, and the Planning Commission will vote to set the public hearing.

In response to a question from the audience, City Planner Perdonik said that if tonight the Commission voted to set the public hearing, it will be scheduled for August 17, at 7:30pm.

Planning Consultant Bahm provided an overview of the PUD process and purpose. The PUD process is lengthy and involves significant community benefits; setting the public hearing is one step in the process. After the public hearing, the Planning Commission will make a recommendation to City Council, who has final decision-making authority as to whether to approve or deny a PUD proposal. If City Council approves the PUD, the City Attorney and the applicant prepare a written contract, which will spell out the ways the PUD is varying from the Zoning Ordinance and what the applicant must do in return. Materials presented by the applicant as part of this proposal are available on the City website, where the Planning Commission meeting packets are available.

Chair Countegan invited the applicants to make their presentation.

Martin Manna, Chaldean Chamber of Commerce and Chaldean Community Foundation, was present on behalf of this request for PUD qualification. Architect Mark Abanatha, Alexander V. Bogaerts & Associates, was also present, as was Tom Haji, Director, Chaldean Community Foundation.

Mr. Abanatha provided an overview of the proposed development and site plan associated with this PUD.

- The site plan minimized site disturbance, respected the neighbors, and retained existing vegetation as much as possible.
- The project included five 20-unit buildings, with a single curb cut on 13 Mile Road aligning with a project across the street, and with an emergency access also on 13 Mile Road.
- Each of the buildings were designed to be 2 stories on the ends and 3 stories in the center, and had minimum 50' setbacks from the property lines. The 2-story/3-story/2-story design, along with other architectural detail, created architectural interest.
- The applicants were asking for 5'5" greater height than allowed by ordinance.
- Between the trees proposed for planting along the property lines and the existing trees on the adjacent property lines, there was a significant buffer between this project and the adjacent neighbors.
- Wildlife corridors will remain, which will allow wildlife to transition from these areas to other woodlands.
- Renderings showed the interior park area and the facades of the proposed buildings. Lot coverage would be ~13.6%, which will reduce impervious surface area.
- Regarding traffic, the applicant's traffic consultant had indicated that there will be minimal difference in terms of the traffic on 13 Mile Road.

In closing, Mr. Abanatha said this project would develop a currently blighted site that had vacant buildings and trees in disarray because no one was taking care of them. This project is specific and unique, and is geared towards affordable, attainable, workforce housing. There is a shortage of such housing in Farmington Hills, as well as in the state generally. The Governor has set forth a program to move affordable housing forward, and there is currently a huge backlog of people that need this type of housing.

In response to questions from the Commission, the applicants provided the following further information:

- Regarding the need for affordable housing, currently there were 300-400 affordable housing units in Farmington Hills; these were built in the early 1990s. There had been no new development of affordable housing since that time.
- The Chaldean Community Foundation served all people, and they had a waitlist of people that would immediately fill the majority of the new units.
- The buildings would be constructed with slab on grade.
- The applicants had met with the Fire Marshal and the City Engineer, and they believed they could accommodate their requirements.
- The applicants had reached out to the neighbors, specifically to the Treasurer of the Holly Hills Homeowners Association. They had been in communication several times over a 3-week period, but in the end the HOA had declined to meet with the applicants, and instead presented their position to the applicants.

Chair Countegan said that it was good to see neighbors in the audience, and affirmed that it was important for the applicant to talk with the neighbors if at all possible. It did sound like attempts had been made. It was also important for the neighbors to be well informed about process and what was being proposed. As this case involved a PUD, the applicant must show a public benefit, and everyone should be informed as to what the public benefit was proposed to be. Any discussions either

informally between the neighbors and the developer, or at the Planning Commission meeting level, should be based on facts relative to what was being proposed.

In response to a question from the audience, Chair Countegan explained that there was a time for public comment at the end of tonight's meeting. However, it might be better for neighbors to make

their comments during the scheduled public hearing on this item, when a full presentation and discussion would be held.

Mr. Abanatha said that they would still like to meet with the neighbors before the public hearing. The City had offered City Hall as a meeting place, and if a time could be scheduled the developers would go through their entire presentation with the neighbors before the public hearing, if the neighbors were open to that.

Chair Countegan indicated he was ready to entertain a motion.

**MOTION by Mantey, support by Trafelet**, that proposed PUD 1, 2023, submitted by Martin Manna, dated June 19, 2023, be set for public hearing for the Planning Commission's next available regular meeting agenda, on August 17, 2023.

**Motion passed unanimously by voice vote.**

### **PUBLIC COMMENT**

Richard Owens, Holly Hill Farms, shared the following concerns and questions regarding Planned United Development (PUD) 1, 2023 (Item 5A on tonight's agenda):

- What does "affordable housing" mean, and how does the proposed apartment complex compare to other apartment complexes along 12 Mile Road?
- How would the proposed development affect nearby property values?
- Has there been any pressure from the State to approve this PUD?
- Mr. Owens said the applicants notified neighbors only tonight regarding tonight's meeting.

City Attorney Shultz noted that there is a legal definition of affordable housing that has to be met. However, when making its recommendation to City Council, the Planning Commission will function in its role as a land-use approving body, and how much money potential tenants make will not be considered.

### **ADJOURNMENT**

**Motion by Trafelet, support by Ware, to adjourn the meeting at 9:01pm.**

**Motion carried unanimously by voice vote.**

Respectfully Submitted,

Marisa Varga  
Planning Commission Secretary  
/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
August 17, 2023, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Vice Chair Trafelet at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Grant, Mantey, Trafelet, Stimson, Varga, Ware

Commissioners Absent:           Countegan

Others Present:                   City Planner Perdonik, City Attorney Schultz, Planning Consultant  
Tangari

**APPROVAL OF THE AGENDA**

**MOTION by Brickner, support by Ware, to approve the agenda as published.**

**Motion passed unanimously by voice vote.**

**PUBLIC HEARING**

**A. PLANNED UNIT DEVELOPMENT (PUD) 1,2023**

LOCATION:                           29905, 29915, and 29845 Thirteen Mile Road  
PARCEL I.D.:                       22-23-11-201-004, 005, and 006  
PROPOSAL:                         Construction of multiple-family housing in RA-1, One Family  
Residential zoning district  
ACTION REQUESTED:             Recommendation to City Council  
APPLICANT:                        Martin Manna  
OWNER:                             Chaldean Community Foundation

**Applicant presentation**

Martin Manna, Chaldean Community Foundation (CCF), was present on behalf of this application to permit construction of multiple-family housing in RA-1, One Family Residential zoning district. The action requested was that the Planning Commission make a recommendation to City Council regarding this request. Architect Mark Abanatha, Alexander V. Bogaerts & Associates, was also present, as were civil engineer and landscape architect from Nowak and Fraus, and Steven Russo, transportation engineer.

Mr. Manna explained that the Chaldean Community Foundation was based in Sterling Heights and Farmington Hills, and served the Chaldean community and others who come to their offices for health and human services. The Sterling Heights facility sees 40,000 individuals per year. 25% of CCF clients are non-Chaldean. Part of CCF's mission is to provide attainable housing, with an approved project moving forward in Sterling Heights. Tonight's focus is a proposed a project that will provide attainable housing and replace two existing blighted homes along the Thirteen Mile Road Corridor.

The project will offer attainable housing for those that meet an average median income with rental rates close to market rate. Rates will be dictated by the Michigan State Housing Development Authority (MSHDA), and will not be a voucher program.

CCF was applying for funding through MSHDA, which funding is typically 30-40 year loans. CCF is a nonprofit, charitable organization, and will maintain the property during the duration of the loan.

The proposed site is adjacent to The Baptist Manor, which provides attainable housing for seniors. The proposed site is in a Community Development Block Grant qualified census track.

CCF has had discussions with homeowner associations to discuss issues, including traffic issues.

Commissioner Mantey referred to correspondence received by the Planning Commission in advance of the meeting, and asked the applicant to provide more details about the Michigan State Housing Development Authority program.

Mr. Manna noted existing affordable housing developments in the City, including the Baptist Manor. He said the program was not necessarily a voucher program, but would be a blended type of rent control program. Rent would be controlled by MSHDA, and would only allow a small inflation-based annual rate increase. Participants would have to meet an average median income.

In response to a question from Commissioner Mantey, Mr. Manna said that the minimum income for participants ranged from \$51,000-\$68,000. Applicants with no income will not qualify for the program.

In response to a question from Commissioner Brickner, Mr. Manna said that the average rental rate will be about \$1,100 for one or two bedroom rental units, and that rental rates will fluctuate based on the median income rate. The average monthly rental rate in the City was about \$1,400/month. The people living in the development will have access to CCF's health and human services programs.

City Attorney Schultz explained that issues of residents' income and the program rental rate will not be considered by the Planning Commission when making a recommendation to the City Council. The Planning Commission will make their determination based on land use issues.

Mr. Abanatha noted that prior to this evening's meeting CCF had gone through a series of submissions with staff, met with the Planning Commission, and met with homeowners. The Planning Commission had agreed that the applicant met the initial qualifications for a PUD based on their concept plan, and the applicant had now submitted a more detailed set of plans.

Mr. Abanatha said that one of the main discussion topics at the prior Planning Commission meeting was activation along Thirteen Mile Road; the development would activate the area and would encourage other developers to continue development along the corridor.

Mr. Abanatha emphasized the compatibility of this project with adjacent projects. The development would be compatible with existing multi-family developments on the east and west sides of Thirteen Mile Road, and would act as a transition to single family homes on Thirteen Mile Road. The development would also activate underutilized parcels in the community.

The Fire Department and Engineering Department had completed detailed reviews of the project plans since the applicant met with the Planning Commission. After meeting with the Fire Marshall, the



applicant agreed to replace a proposed turf block emergency access with a paved emergency access. The applicant proposed access stubs to the east and west to improve emergency access as well as circulation on the site. All buildings would be fire suppressed and would allow access on all sides.

Mr. Abanatha explained that CCF was sensitive to the single family homes surrounding the proposed site. The applicant therefore proposed buildings that were two stories on the ends and three stories in the center. This design would allow more units in a building, decrease the building footprint on the site, and maximize green space, allowing the applicant to save more trees and create a buffer between the development and single family homes. The combination 2-story/3-story buildings will also create architectural interest and provide a vertical break in the roofline. The 2-story sections will be closest to the single family neighbors.

A detailed landscaping analysis had been completed. There would be a minimum of 140 feet between proposed buildings and adjacent homes. A large number of existing trees would be kept on the property. Existing trees of 30'- 50' height would create a buffer between the development and adjacent homes. Also, the applicant was open to meeting with adjacent homeowners to discuss views and potentially add additional evergreen screening. The proposed buildings would represent 13.6% lot coverage.

Mr. Abanatha recognized residents' concern about traffic, which he contends is an existing problem on Thirteen Mile Road. A detailed traffic analysis had been completed by their traffic engineer, who had spoken with residents and was present tonight. The analysis determined that there was not expected to be any discernible impact to traffic operations on the adjacent road network, and the proposed site access drive would operate acceptably.

Mr. Abanatha said that the applicant was providing public benefits as discussed at a prior meeting and as outlined in tonight's packet; in return they were requesting some deviations from the zoning ordinance:

- 169 parking spaces instead of the ordinance requirement of 200 parking spaces, providing ~1.7 spaces per unit.
- 5.5-inch deviation to the building height requirement of 30'.
- Request density consistent with the RC-3 district.
- Requesting relief from tree replacement requirements.

As previously noted, the project was part of a Michigan State Housing and Development Authority pilot program. One of the benefits offered by the project was to provide attainable/workforce housing for the community.

In closing, Mr. Abanatha said the project would provide attainable housing, address blight, increase property values, provide employment during construction, and provide a new park that could be accessed from Thirteen Mile Road. The project would activate an underused area of the community.

Mr. Abanatha asked the Planning Commission for a recommendation for approval of the PUD to the City Council.

In response to questions from the Commission, the applicants provided the following further information:

- The requested height deviation was 5.5 inches (not 5.5 feet).
- A landscape plan and an analysis of the existing trees had been provided.
- A letter from the applicant's traffic engineer had been provided.

- There were existing mature trees on the applicant's property that would not be removed. There were also existing mature trees on adjacent properties. The applicant would add trees to the treeline and provide a wildlife corridor to allow the existing wildlife to adjust its habitat.

### **Consultant Review**

Referencing the July 11, 2023 Giffels Webster memorandum, Planning Consultant Tangari gave the background and review for this application for a PUD, to permit construction of multiple-family housing in RA-1, One Family Residential zoning district. Planning Consultant Tangari highlighted the following:

- The proposed site was on three parcels on the south side of Thirteen Mile Road. The 5.98-acre site was currently zoned RA-1, One Family Residential District, with a minimum lot size of 20,000 square feet. There were two existing houses on the site.
- PUDs allowed the City to grant exceptions to the zoning ordinance in exchange for criteria outlined in the ordinance.
- The applicant had not submitted a Final Site Plan concurrent with their PUD application. If the PUD was approved by City Council, the applicant would be required to request Final Site Plan approval from the Planning Commission.
- The site did not have any wetlands or other water features; it did have many existing trees.
- The site was surrounded by RA-1 zoning. Single family was the land use on all sides of the site.
- The applicant proposed 100 housing units in five buildings arranged around a central courtyard. There would be 60 one bedroom units and 40 two bedroom units.
- The project was pursuing funding from the Michigan State Housing Development Authority.

Planning Consultant Tangari reviewed the criteria for PUD qualification as outlined in the zoning ordinance:

Criteria for qualifications (Section 34-3.20.2). In order for a zoning lot to qualify for the Planned Unit Development option, the zoning lot shall either be located within an overlay district or other area designated in this chapter as qualifying for the PUD option, or it must be demonstrated that all of the following criteria will be met as to the zoning lot:

- A. The PUD option may be effectuated in any zoning district.
- B. The use of this option shall not be for the sole purpose of avoiding the applicable zoning requirements. Any permission given for any activity or building or use not normally permitted shall result in an improvement to the public health, safety and welfare in the area affected.

*The proposed use—apartments—is not permitted in the RA-1 district. This is the primary deviation from ordinance standards; density is consistent with the RC-3 district.*

- C. The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards. Problems or constraints presented by applicable zoning provisions shall be identified in the PUD application. Asserted financial problems shall be substantiated with appraisals of the property as currently regulated and as proposed to be regulated.

*The applicant is proposing density consistent with the RC-3 district. The applicant's narrative notes that a rezoning to RC-3 was considered, but the PUD process was more suited to achieving the goals of the project.*

- D. The Planned Unit Development option may be effectuated only when the proposed land use will not materially add service and facility loads beyond those contemplated in the Future Land Use Plan unless the proponent can demonstrate to the sole satisfaction of the city that such added loads will be accommodated or mitigated by the proponent as part of the Planned Unit Development.

*The number of apartment units proposed on the site clearly exceeds the number of single-family units that could be built under RA-1 zoning (100 versus 13). The applicant has provided a traffic study, and provided stub streets as requested by Engineering and Fire.*

- E. The Planned Unit Development must meet, as a minimum, one of the following objectives of the city:
- i. To permanently preserve open space or natural features because of their exceptional characteristics or because they can provide a permanent transition or buffer between land uses.
  - ii. To permanently establish land use patterns which are compatible or which will protect existing or planned uses.

***The applicant identifies the nearby multi-family development (which is not directly adjacent) and under-utilization of the parcels fronting on 13 Mile as factors in meeting this criterion.***

- iii. To accept dedication or set aside open space areas in perpetuity.
- iv. To provide alternative uses for parcels which can provide transition buffers to residential areas.

***The applicant highlights this qualification criterion, and specifically says that this use could serve as a transition from the mile road to single-family to the south.***

- v. To guarantee the provision of a public improvement which could not otherwise be required that would further the public health, safety, or welfare, protect existing or future uses from the impact of a proposed use, or alleviate an existing or potential problem relating to public facilities.
- vi. To promote the goals and objectives of the Master Plan for Land Use.
- vii. To foster the aesthetic appearance of the city through quality building design and site development, the provision of trees and landscaping beyond minimum requirements; the preservation of unique and/or historic sites or structures; and the provision of open space or other desirable features of a site beyond minimum requirements.
- viii. To bring about redevelopment of sites where an orderly change of use is determined to be desirable.

***The applicant's narrative also addresses this criterion.***

Though only one objective must be met by the plan, the applicant's narrative directly addresses objectives ii, iv, and viii.

- F. The PUD shall not be allowed solely as a means of increasing density or as a substitute for a variance request; such objectives should be pursued through the normal zoning process by requesting a zoning change or variance.

An increase in density is sought by the applicant. Given that the proposed use is not permitted in the underlying district, it appears that the request is not made solely to avoid a variance.

The Planning Commission granted preliminary PUD qualification to the applicant on June 15, 2023, citing objectives E.iv and E.viii. Preliminary qualification did not guarantee final PUD approval.

Planning Consultant Tangari reviewed the conceptual site plan in terms of compliance with dimensional requirements, and noted that the applicant was seeking relief from ordinance standards as follows:

- a. Permit multi-family at RC-3 density.

The proposed density of 240 rooms was consistent with the maximum of 248 rooms allowed in the RC-3 district. The maximum number of units available on the site in RA-1 zoning was 13. The Master Plan future land use map designated the site as Single Family, and was part of a Residential Special Planning Area, titled 13 Mile Road Near Middlebelt (No. 1) in the 2009 Master Plan. Goals for that area included maintaining the one family residential use character of the road frontage and encouraged cluster arrangements to protect natural features, and included policies.

- b. Permit reduction in parking from 200 spaces to 169.  
c. Permit additional building height: 30 ft, 5.5in vs 30 ft.  
d. Relief from tree replacement requirements.

The applicant provided a tree inventory, but not a tree replacement calculation.

- e. Relief to allow more than 8 spaces where there are dead end parking lanes.

Commissioner Stimpson asked if the property was originally zoned R-3, would this development be able to be built. Planning Consultant Tangari said the proposal would be allowed in an RC-3 district except for the deviations already mentioned, which could potentially be obtained through seeking relief from the Zoning Board of Appeals.

Commissioner Stimson asked how this proposal met the requirement of Section 34-3.20.2.C, which read: *“The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards.”*

Planning Consultant Tangari said this was a question for the applicants. However, it did seem that most if not all objectives of this development could be met through conventional RC-3 zoning.

Commissioner Stimson pointed out that the applicants must meet all the criteria listed in order to qualify for a PUD. If criteria C. was not met the project would not qualify for a PUD.

Planning Consultant Tangari said the request for a waiver for tree replacement, as noted during tonight's meeting, would be a big ask before the ZBA. City Planner Perdonik agreed, saying it would be more usual to seek a Planning Commission waiver in this case.

Commissioner Stimson said that if developers are unable to plant replacement trees on site they normally pay into the tree fund.

Commissioner Mantey said he had difficulty walking the property. Were the two existing homes abandoned?

Planning Consultant Tangari said he could not speak to the existing status of the homes.

In response to questions from Commissioner Mantey, Planning Consultant Tangari said if the 3 lots were combined and developed as a subdivision under the existing RA-1 zoning, up to 13 units could be built on the site. During such a development trees would be removed and would have to be replaced. Trees that were part of a private lot could potentially be removed by the homeowner.

Commissioner Brickner pointed out that even if the PUD was approved by City Council, it will not go forward without meeting Engineering and Fire Department standards, including the engineering standard that water may not run off onto neighboring properties.

### **Public hearing**

Vice Chair Trafelet opened the public hearing.

City Attorney Schultz advised everyone that tonight's request related to land use only. Any discussion of tenant incomes, for instance, was not relevant to the Planning Commission's decision in this case.

### **In opposition:**

The following individuals opposed the PUD rezoning request:

1. Ray Pastor, Holly Hills
2. Raymond Pastor, Westgate Subdivision
3. Kathy Leik, Richmond Hill, Westgate Subdivision
4. Michelle Nagoda, Richmond Hill, Westgate Subdivision
5. Isaac Dunn, adjacent neighbor to proposed development
6. Adrienne Davies, Holly Hills Farms, HOA Board Member, Chair of Holly Hills Architecture Committee
7. Alan Isner, Holly Hills Farms, Lot 97, adjacent to proposed development.
8. Larissa Gallagher, adjacent property owner
9. John Nagoda, Richmond Hill, Westgate Subdivision
10. Richard Olenzek, 29729 High Meadow
11. Sieglinde (no last name given), 29976 Highmeadow, HOA Member
12. Adrian Schneider, Holly Hills Farms
13. Lisa Banks, Highmeadow, Holly Hills Farms
14. Wendy Sanders, 29840 Southbrook Lane
15. Karen Gee, Richmond Hill, Westgate Subdivision
16. Arlene Speiser, Westgate Subdivision
17. Amy Broglin-Peterson, Northbrook Street, Westgate Subdivision
18. Sam Rabah, Westgate Subdivision
19. Adele Letterman, Westgate Subdivision

20. Liviu Marinica, Westgate Subdivision
21. Ben Peterson, Northbrook Street, Westgate Subdivision
22. Louise Lieberman, 13 Mile Road
23. Julie Skene, Highmeadow, Holly Hill Farms
24. Josiah LaColla, Highmeadow, Holly Hill Farms

Several of those who opposed the PUD rezoning brought up their love for this area and the existing diversity in their neighborhood. Some spoke of their support for the work being done by CCF, while believing this location was not appropriate for the proposed development. Others were concerned about the nature of the “attainable” housing as defined by the applicants. Some participants spoke about moving to this area to get away from high-density communities elsewhere; those who would be the closest neighbors spoke of “not signing up” to live next door to a high-density apartment development. One of the speakers noted there was a petition with 435 signatures opposing this rezoning request.

Those who opposed the PUD rezoning request brought up the following specific concerns:

- Lack of compliance with the Master Plan, which called for the maintenance of this stretch of land as one-family residential housing, along with protecting the natural hillside and existing trees.
- High density 3-story apartments in the middle of a single family, park-like neighborhood. Light pollution and noise pollution will increase in what is now a quiet neighborhood, especially as 169 vehicles will be warming up during winter weather. High density will require more infrastructure uses.
- Baptist Manor requested rezoning of same area in 2014 from RA-1 to RC-1, in order to add 30 units, and was denied, based on being out of character with the neighborhood and adding stress to the infrastructure. RC-3 would allow a 45% increase from RC-1.
- Low income rental as required by MSHDA.
  - Farmington Hills was already 38% rental housing; 412 units were set aside as affordable housing.
  - Range of income will be 30% - 80% of AMI (Average Median Income). Taxpayers will be funding the rents.
- The three existing properties are owned by Mobi Investment, who has allowed the properties to deteriorate, with no maintenance and no improvements. The blight is the responsibility of the property owner, who has been cited numerous times over the years.
- Increased traffic.
  - Traffic would double in an area where school busses picked up and dropped off school children. Another traffic light would be needed, in a less than optimum placement 850’ from the existing traffic light.
  - The traffic study was done in the middle of the day, in the middle of the week, in the middle of summer, when several surrounding roads were under construction.
  - The exit will cause conflicting left turns with the subdivision across 13 Mile Road.
- Destruction of wildlife habitat, including deer habit, which would exacerbate the existing deer and deer/car accident problems in the City. Farmington Hills has 20 deer per square mile, and had the second most deer related accidents – 125 – of any municipality in Michigan. Residents were concerned about other wildlife that lived on the site. Was a wildlife study conducted as promised?
- Decreased home values. This development will be an eyesore.
- Building height. Several residents spoke of an extra 5’5” height above ordinance standards; however, the request is for 5.5”. One architect from the Holly Hills neighborhood said the discrepancy is explained by how the height is measured.

- Loss of privacy due to the height of the proposed buildings, combined with upper story balconies looking out on Holly Hills. No fences would separate the single family community from the proposed development.
- Loss of natural beauty and landscape buffer. Most trees to remain are deciduous trees, which will not buffer during the winter.
- Reduced setbacks.
- Parking will be inadequate for the use generally, and particularly will be inadequate when residents have gatherings on site. Parking will back up to existing homes. There will be much more impervious pavement than if developed under RA-1 zoning.
- Holly Hills is considering going for a Historic District designation. The neighborhood had one of the largest collections of mid-century homes and a rare collection of successful local architect-designed homes, and needed to be protected.
- Dumpster is proposed to be 25' from the lot line.
- Increased storm water runoff/flooding. Detention pond will breed mosquitoes.
- Loss of security related to high density apartment complexes, and low-income/affordable apartment complexes.
- Excessive tree removal – more trees will be removed than if developed under RA-1 zoning. The landscape plan schematic appeared to show more trees than would exist on the site, after tree removal was complete.
- Disruption of people's "safe place" affects the mental health of the entire community
- What is the benefit of this development to the community?
- Will the Chaldean Community Foundation pay property taxes?
- If this project is approved, will more multi-family housing be constructed going toward Middlebelt Road?
- Was the current Master Plan update considering this type of development for the entire 13 Mile Corridor?

In support:

The following individuals supported the PUD rezoning request:

1. Jim Manna, W. Bloomfield Township public official and property owner in Farmington Hills.
2. Dave Nona, Triangle Development, 30415 W. Thirteen Mile Road, a residential developer
3. Michael Sarafa, 35267 Stratton Hill Court
4. Mr. Shukri, 22816 Watt
5. Nawras Shukri, Kendallwood neighborhood
6. William Miller, 33477 Quaker Valley Road, County Commissioner

Those who spoke in support of the project emphasized the mission and work of the Chaldean Community Foundation, and the need to support people who were forced to leave the Middle East due to the political situation – including genocide – there. Others spoke of the difficulty of developing single family homes on the subject site, and the validity of the PUD process in this instance.

Those who spoke in support of the PUD rezoning request made the following specific points:

- In June 2023 West Bloomfield Township had unanimously approved a Chaldean Community Foundation project at Walnut Lake Road near Inkster, to redevelop a school property and eventually add a housing development.
- The potential increase in property values, as had occurred elsewhere for projects of this type.
- The need for attainable housing.

- Single family housing was not feasible on the subject site. Homes would have to sell for \$900K - \$1M to make development feasible, and the area would not support those prices.
- The proposed development is compatible with existing development on the south side of 13 Mile Road, including a 3-story condominium development, the Baptist Manor, along with multiple-family developments near 13 Mile and Middlebelt Road.
- Many of the comments made opposing this project were based on a distortion of facts.
- The PUD Process was created to serve projects similar than this one.
- This will be a very attractive affordable housing development. People with modest incomes will be able to live in the 13 Mile area in Farmington Hills. The fact that a foundation was building this project meant more than a millionaire developer who just wanted to come to the community to make money.
- The Kendallwood neighborhood was surrounded by commercial buildings and apartments; this had not negatively impacted that neighborhood.
- It was important for people to have housing and to have the same opportunities that others had.

Seeing that no other public indicated that they wished to speak on this agenda item, Vice Chair Trafelet closed the public hearing and brought the matter back to the Commission.

#### **Commission discussion and questions**

In response to questions from the Commission, staff provided the following further information:

- Should this project be approved, the plans will undergo detailed engineering review, during which the applicants will have to submit stormwater calculations, including a comprehensive plan for retention of stormwater on the site that would show how all the water will be retained on site. If the applicant cannot meet that requirement the plan will not move forward.
- Engineering will review the preliminary plans, and provide a detailed review of final plans.
- Parking areas and entrances to buildings generally must be illuminated for safety purposes. However, at nighttime, any lights on the site must be turned down to 70% of maximum intensity – a significant reduction in intensity. At final site plan review, a photometric plan showing lighting levels at all property lines is required, with 0.3 foot candles the maximum illumination level at property lines. Also, for any location on the plan that is within 50’ of a residential district or a public right-of-way the lights must be shielded on that side of the fixture.
- Regarding opposing left turns, good transportation planning practice and engineering practice suggest that opposing driveways be aligned, so that drivers can see the driver across the street from them, and know what they are going to do. When entrances are “jogged,” a more blind situation is created.

Vice Chair Trafelet invited the applicant to address questions raised during public comment.

Regarding the tax question, Mr. Manna said that currently the 3 parcels generate about \$14K annually in taxes. The proposed project will generate about \$50K annually.

City Attorney Schultz cautioned that such numbers could not be verified this evening.

Commissioner Stimson reiterated his position as stated in prior meetings regarding this application:

- This project is not compatible with the neighboring properties, which was all RA-1 zoning. Other RC zoning districts were multiple parcels away, while the subject parcel is completely surrounded by RA-1 zoning.



- The heights of the building combined with the setbacks is “way too much.” A 3 story building 65 feet away was not compatible with the residential district.
- This project did not actually qualify for a PUD, because it did not meet criterion Section 34-3.20.2.C. The applicants should have gone through a normal rezoning application.
- Commissioner Stimson had voted against rezoning when the Baptist Manor came in for a request in 2014, and he opposed to granting the request brought forward tonight.

MOTION by Stimson to recommend to City Council that PUD Plan 1, 2023, received June 19, 2023, submitted by Martin Manna, be denied, for the following reasons:

1. The plans are inconsistent with the goals, objectives, and policies of the Master Plan and applicable provisions of the Planned Unit Development Option in Section 34-3.20 of the Zoning Ordinance, in that
2. The plan does not meet the criterion set forth in Section 34-3.20.2.C.

**Motion failed for lack of support.**

Commissioner Mantey said he had walked the site, which was very difficult, and when he left he was covered with burrs. Additionally he had walked through poison ivy. There was a City ticket on one of the abandoned structures. He went to the back of the properties and looked around as best he could, to judge where the proposed buildings would be located. Based on that visit, he had come up with what he could support for this site, and offered the following motion:

MOTION by Mantey to recommend to City Council that PUD Plan 2, 2023, received June 19, 2023, submitted by Martin Manna, be approved, because the plans are consistent with the goals, objectives, and policies of the Master Plan and applicable provisions of the Planned Unit Development Option in Section 34-3.20 of the Zoning Ordinance,

SUBJECT TO:

1. Modifications of Zoning Ordinance requirements as indicated on the proposed plan.
2. The following conditions and findings:
  - a. To permanently preserve natural open space and to provide a buffer between land uses, an 80 feet wide landscape buffer is required along the south side.
  - b. The development is limited to a maximum of 80 units.
  - c. The project is exempted from all minimum parking requirements.

Commissioner Mantey said his conditions would require significant changes to the plan, but that was what he could support.

**Motion failed for lack of support.**

**MOTION by Aspinall, support by Stimson, to recommend to City Council that PUD plan 1, 2023, received June 19 2023, submitted by Martin mana be denied for the following reasons:**

**The plans are inconsistent with the goals, objectives and policies of the Master Plan and applicable provisions of the Planned Unit Development option in Section 34 320 of the zoning ordinance, in that the plan does not meet PUD qualification item C.**

Commissioner Brickner said he would oppose the motion because he felt a recommendation to approve should be made to City Council. City Council could then hear from the applicants and the public, and make the final decision.

Commissioner Ware said that the Commission had been meeting monthly to work on updating the 2009 Master Plan. It was now 2023 and things had changed, and the Master Plan should also change. The Master Plan needed to move the City forward, to strike a balance of preservation of the historic things that make Farmington Hills great while transitioning into those things that will make the community sustainable for another 100 years.

City Attorney Schultz advised that the Commission did not need to make a decision tonight. Regarding the Master Plan, this proposal was completely different from the current Master Plan, and during the update discussions, there had been no suggestion of changing the Master Plan for this part of the City, and no discussion had focused on this part of the City. The Commission needed to be able to make a recommendation as to whether the proposed development is consistent with the Master Plan, and whether the 8 criteria for PUD qualification were met.

Vice Chair Trafelet called the motion on the floor.

**Roll call vote:**

Aspinall	yes
Stimson	yes
Ware	no
Varga	no
Grant	no
Brickner	no
Mantey	no
Trafelet	yes

**Motion to recommend denial failed 3-5.**

**MOTION by Ware, support by Grant, that further discussion and action regarding PUD Plan 1, 2023, received June 19, 2023, submitted by Martin Manna, be postponed to a date uncertain, in order to give the Planning Commission time to further investigate and discuss the issues involved.**

**Roll call vote**

Aspinall	yes
Stimson	no
Ware	yes
Varga	yes
Grant	yes
Brickner	no
Mantey	yes
Trafelet	yes

**Motion to postpone to date uncertain passed 6-2.**

The public was advised that all discussions regarding this request will be held in public meetings. The public hearing, however, was closed. All meetings are posted on the city's website.

At 9:35pm Vice Chair Trafelet called a short break, and reconvened the meeting at 9:42pm.

## **REGULAR MEETING**

### **PUBLIC COMMENT**

None.

### **COMMISSIONER/STAFF COMMENTS**

Commissioner Mantey spoke to the need to be able to visit a site such as the Chaldean Community Foundation site, to be able to see how the proposed changes would affect the site and the surrounding neighborhood, yet when he visited the site he could barely access the portion where the buildings would be constructed. The applicants and/or property owner needed to clean up the site so it could be visited by Commissioners before any decision is made.

After discussion, and recognizing the need to have more discussion regarding PUDs generally and the Chaldean Community project specifically, the following motion was offered:

**MOTION by Ware, support by Grant, to set a study session meeting at 5:30 on September 21<sup>st</sup>, prior to the Master Plan study session.**

**Motion carried unanimously by voice vote.**

### **ADJOURNMENT**

**Motion by Grant, support by Ware, to adjourn the meeting at 11:00pm.**

**Motion carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary  
/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION SPECIAL MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
September 21, 2023, 6:30 P.M.  
Planned Unit Development (PUD) 1, 2033 Study**

**CALL MEETING TO ORDER**

The Planning Commission Special Meeting was called to order by Chair Countegan at 6:30 p.m.

**ROLL CALL**

Commissioners present: Countegan, Grant, Trafelet, Stimson, Varga, Ware

Commissioners Absent: Aspinall, Brickner, Mantey

Others Present: City Planner Perdonik, Staff Planner Canty, City Attorney Schultz,  
Planning Consultant Tangari

**APPROVAL OF THE AGENDA**

**MOTION by Trafelet, support by Stimson, to approve the agenda as submitted.**

**Motion passed unanimously by voice vote.**

**PLANNED UNIT DEVELOPMENT (PUD) 1, 2023 STUDY**

For the benefit of residents present, Chair Countegan made general comments regarding the role of the citizen planners who serve on the Planning Commission, and overviewed process and background regarding Planned Unit Developments. Tonight's meeting was to provide an opportunity for Commissioners to ask questions regarding process, and learn more about proposed Planned Unit Development 1, 2023. The applicants were here and would make brief comments as well. As at all public meetings, the public would be given the opportunity to make comments, in this case toward the end of the meeting. If public comment went longer than the scheduled time for this meeting (approximately 7:25pm), time would be given during the regular 7:30 meeting for public comment to continue.

PUD 1, 2023 was not on tonight's 7:30 regular meeting agenda. It would be heard again by the Planning Commission at the October 26, 2023 meeting.

City Planner Perdonik explained that the Planning Commission's charge during PUD review was to ensure the proposal met the City's policies and ordinances, and to make sure the project was consistent with the City's current Master Plan. In the present instance, the Master Plan showed the parcels in question as being zoned RA-1, single family residential. The area was also called out in the Master Plan as part of Special Planning Area #1, which also envisioned the area as single family residential. The Special Planning Area narrative in the Master Plan included a conceptual layout for the entire area.

- One of the questions the ordinance asks of PUD proposals is whether the project is in accordance with the goals and objectives of the Master Plan (Section 34-3.20.1.A). Fundamentally, the Planning Commission was making decisions within the context of the Master Plan.

- Six criteria for approval were listed in the ordinance; all the criteria must be met in order for a PUD project to be approved.
- The Planning Commission was a recommending body for PUD proposals; final approval or denial is under the authority of City Council.

Tom Haji, Chaldean Community Foundation (CCF), briefly reviewed the background and plan that had been presented to the Planning Commission at prior meetings, and to the neighbors during community meetings. Mr. Haji made the following points:

- The proposal was for five 3-story buildings, with 100 attainable housing units, on 6 acres. The \$25M project was partially funded through grants and donor partners, and was supported by MSHDA (Michigan State Housing Development Authority). The timeline for the project was dependent on approvals being granted in a timely way and grants being received per the granting agency's timetable.
- CCF has the property under contract, and since last November studies and surveys had been done on site relative to this development.
- Attainable workplace housing was a great need throughout the state. About 2/3 of the state's residents qualify for attainable housing. There were zero existing attainable housing units in Farmington Hills.
- Other lots on the 13 Mile Corridor are being marketed as residential income lots.
- Current average rental rates are ~\$1600 - \$1700/month. People who are making less than \$25 per hour cannot afford to live in such apartment homes. The rental rates for this project are more in line with what working residents can pay, or ~\$800 - \$1100/month.
- It is unlikely that any residential builder will seek to construct residential homes on these lots.
- The developers were open to dialoguing with their residential neighbors regarding amenities and desired buffering.

Chair Countegan opened the meeting to Commission questions and discussion, which included:

- In response to questions, Planning Consultant Tangari said the vision for the area in the current Master Plan is for a pocket neighborhood/small single family development with a couple of cul-de-sacs. That vision and the concept development in the Master Plan applied to about 8-9 existing lots, more than the 3 lots being discussed this evening.
- The question before the Planning Commission was one of density. Was there justification to allow greater density than that shown in the current Master Plan? Is the proposal a reasonable alternative to the Master Plan, and if so, why is it a reasonable alternative?
- The project should show consistency with the Master Plan and compatibility with surrounding areas. This proposal dealt only with a portion of Special Planning Area #1, leaving the remaining pieces of Special Planning Area isolated in terms of RA-1 zoning.
- Commissioner Stimson thought that the proposal was actually an RC-3 project, with two minor deviations – for height and parking – which could be resolved through the variance process. The PUD ordinance states that: *The PUD shall not be utilized in situations where the same land use objectives can be accomplished by the application of conventional zoning provisions or standards.* In this case, it seemed like the applicants were using the PUD process to “get around” the zoning ordinance. If this was allowed, what was the purpose of the zoning ordinance? This PUD project would allow spot zoning to exist at this location. Underlying zoning changes should not be made through a PUD project. It was likely no one on the Commission had previously looked at this site and thought it should be changed to RC-3 zoning. This project represented too significant a change from RA-1 zoning.
- General discussion focused on how the City could shift its vision and welcome change. Changing the City's vision, or accommodating a changed vision, was the purpose of reviewing and revising the

Master Plan. In the meantime, people who purchased homes in the subdivision behind this parcel had an expectation, based on the existing Master Plan, that single family housing would be encouraged and constructed on these lots.

- Chair Countegan suggested that part of the underlying question is how the Commission views what has been happening with these parcels, and whether the existing Master Plan vision still makes sense there. On the other hand, perhaps the proposed PUD did not make sense in this location. Either way, it was appropriate for the Commission to have a discussion about the proposal. Could the PUD address everyone's concerns via the negotiation process? One of the challenges when making a recommendation to City Council was addressing the question: how does the Planning Commission see the future? In the same way as 5 years ago? Or was the vision now somewhat different?
- Commissioner Stimson said the proposal did not address everyone's concerns. There were many neighbors who did not feel their concerns were being addressed. This development was too close to the residential neighborhood and was too dense.
- Chair Countegan pointed out that Commissioners were also residents and neighbors in the City. The Commission did not control what proposals came before them, but the Commission was responsible for reviewing proposals and acting on them.
- Commissioner Ware said that this was not an easy conversation to have. There was the danger of missing an important opportunity for the City.

Applicant Architect Abanatha explained some of the process the development team went through as they brought this plan to the City and worked through the best way to present it. This is a special project, being brought to the City during a time of Master Plan review. This PUD project was based on bringing something special and unique to the City.

After speaking to the deliberative, transparent nature of the PUD process, Chair Countegan opened the meeting to public comment.

Emilio Ramiriz, President of Holly Hills HOA, said that the 6 criteria for granting a PUD development under the ordinance had not been met. He felt the PUD was being used to avoid zoning restrictions in order to increase density. The proposed development was not compatible with the surrounding neighborhood, and did not provide a transition buffer between uses, but became a separate use in a residential neighborhood.

Kristi Kelly said she did not think this project qualified for a PUD project. The land was designed in the Master Plan for single family infill for a single family project, not a high density PUD. While it was true that attainable housing projects were needed and were being proposed throughout the state, most of those proposed locations were in higher density, more commercial locations, not a quiet residential area such as this one.

Mark Sanders, Westgate, said that this high density apartment project goes against the guidelines in the Master Plan. The project was not a transition buffer. The proposed PUD was inappropriate for this area and was not compatible with the surrounding neighborhood. The proposal did not meet PUD ordinances, and was clearly being used to avoid zoning standards. He asked the Planning Commission to recommend denial of this request.

Cathy Leik, Westgate, was opposed to the height of the proposed buildings, which per her calculations were higher than the height claimed by the applicants. She was also opposed to the increased density in this neighborhood. There were other, larger parcels in the City that could accommodate this development.

Seeking to place this development on 6 acres in the center of residential development was not appropriate, and would set precedent for density along the rest of 13 Mile Road. This proposal should be denied.

Chair Countegan noted that the time had come to close this Special Meeting, in order to open the Regular Planning Commission meeting on time. In order to accommodate residents who still wished to speak, Chair Countegan suggested that public comment be allowed to continue after opening the Regular Meeting.

**COMMISSIONER COMMENTS**

None.

**ADJOURNMENT**

**Motion by Trafelet, support by Grant, to adjourn the Special Meeting at 7:28pm.**

**Motion carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary  
/cem

**MINUTES  
CITY OF FARMINGTON HILLS  
PLANNING COMMISSION MEETING  
31555 W ELEVEN MILE ROAD  
FARMINGTON HILLS, MICHIGAN  
October 26, 2023, 7:30 P.M.**

**CALL MEETING TO ORDER**

The Planning Commission Regular Meeting was called to order by Chair Countegan at 7:30 p.m.

**ROLL CALL**

Commissioners present:           Aspinall, Brickner, Countegan, Grant, Mantey, Trafelet, Stimson, Varga, Ware

Commissioners Absent:           None

Others Present:                   City Planner Perdonik, City Attorney Schultz, Planning Consultant Bahm

**APPROVAL OF THE AGENDA**

**MOTION by Brickner, support by Trafelet, to approve the agenda as published.**

**Motion passed unanimously by voice vote.**

**REGULAR MEETING**

**A. PLANNED UNIT DEVELOPMENT 1, 2023**

**LOCATION:                   29905, 29915, and 29845 Thirteen Mile Road**  
**PARCEL I.D.:               22-23-11-201-004, 005, and 006**  
**PROPOSAL:                 Construction of multiple-family housing in RA-1, One Family Residential zoning district**  
**ACTION REQUESTED:      Recommendation to City Council**  
**APPLICANT:                Martin Manna**  
**OWNER:                    Chaldean Community Foundation**

Planner's review

Referencing the July 31, 2023 Giffels Webster memorandum, and noting that the PUD request had been reviewed in a prior Planning Commission meeting, Planning Consultant Bahm gave a brief overview and review of this application for PUD approval.

This application was first heard by the Planning Commission June 15, 2023, when the Commission made a determination of preliminary qualification for a planned unit development. A public hearing was held on August 17, 2023 with continuing public discussion on September 21, 2023.

The proposal was for 100 multi-family units, including 60 one-bedroom and 40 two-bedroom units. The resulting density is consistent with the RC-3 district. The applicants were seeking 3 deviations from the zoning ordinance:



- a. Permit multi-family at RC-3 density.
- b. Permit reduction in parking from 200 spaces to 169 spaces.
- c. Permit additional building height of 30'5.5", vs. the 30' requirement.

Planning Commission deliberation

Chair Countegan advised that the Planning Commission held a public hearing in August, and took public comments and questions in September as well. The process had been fair and open. No further public comment would be taken this evening; this was the Planning Commission's opportunity to deliberate regarding this request.

Commissioner Brickner wondered if the buildings could be reduced to 2-stories, so that they would fit within the zoning ordinance requirements, and perhaps be more palatable to the neighbors.

Commissioner Mantey said that a PUD application must show a compelling reason to develop under the PUD option. He suggested that dedicating an 85' naturally preserved greenspace buffer between this development and the neighboring residential use would help provide that reason.

Commissioner Mantey said he had visited the site, and knew that if the property were developed under straight zoning, almost all the trees would be lost. Under a PUD requiring an 85' buffer, at least 50 of the trees could be saved.

Commissioner Stimson argued that this proposal was going against the Master Plan. By introducing an RC use in this location, the entire corridor would eventually be built under RC zoning. This is not what the Master Plan envisions. While Mr. Mantey's suggestion of an 85' buffer made more sense than what was being offered, the proposal was too dense for this location.

Chair Countegan summarized that the Planning Commission was in the process of reviewing the Master Plan; the Master Plan evolves and changes with time. The PUD process gives the most flexibility in terms of creative development and offering protections to neighbors. This project did carry with it the major issue of additional density.

Commissioner Stimson said that even with the Master Plan undergoing review, this area would never have been envisioned as RC-3 zoning if it were not for this project. If this project was not approved, the Planning Commission would not then seek to rezone the site to RC zoning.

Commissioner Trafelet agreed.

Commissioner Ware noted that the Commission had discussed this area as part of its Master Plan review. This area did need revitalization, but the Commission had not come up with a conclusion as to how that revitalization should take place.

Commissioner Grant agreed that this location was not appropriate for this type of development, although she strongly supported the idea of having affordable housing.

Commissioner Brickner supported this PUD proposal. There were multi-family developments on either end of this stretch of 13 Mile Road, with vacant homes in between that were basically "rotting on the spot." He did not think constructing new single family homes on these lots was ever going to be a viable option, and most likely the entire area will end up being more dense than RA-1 zoning. The current Master Plan was over 10 years old, and any revision should reflect that single family

housing in this area is not sustainable. He supported a larger buffer as suggested by Commissioner Mantey, but he did not support RA-1 zoning as the only option for the area.

In response to the public present at tonight's meeting, and in response to comments from the Chair, City Attorney Schultz advised that the Commission must allow everyone to comment, or no one to comment. The Commission was not obligated to take public comment this evening.

Noting that extensive public comment had been heard at two Planning Commission meetings, Chair Countegan reiterated that no further public comment would be taken this evening.

Commissioner Brickner cautioned that this type of project requires funding sources that have stipulations and a time schedule. Perhaps the applicant would like to offer modifications to the plan this evening.

After Commission discussion, and with Commissioners noting the number of times this application had been before them, Chair Countegan said that tonight's deliberation would be limited to the plan presented by the applicant. The developer could always come back with a new plan for consideration.

**MOTION by Stimson, support by Trafelet, that the Planning Commission recommend to City Council that PUD Plan 1, 2023, received June 19, 2023, submitted by Martin Manna, be denied, because:**

- 1. The proposed development does not meet the applicable regulations of Section 34-3.20.1, because:**
  - a. The development is not in accordance with the goals and objectives of the master plan for land use, which calls for single family use of the property.**
  - b. The significant increase in density does not further the objectives of the zoning ordinance or the master plan for land use and will not result in a development that promotes the public health, safety and welfare, given the adjacency to existing single family uses.**
  - c. The proposed development will not be compatible with and will materially adversely impact adjacent single family uses.**
- 2. The proposed development does not clearly meet any of the objectives of Section 34-3.20.E because a dense multiple-family use is not compatible with existing or planned uses in the area and does not serve as an appropriate transition buffer to the existing single-family residential areas. The applicant has not established that the redevelopment of the property with permitted uses cannot be accomplished.**

Motion discussion:

Commissioner Mantey thought that an 85' transition landscape buffer such as he had suggested would justify a PUD development in this case. He would not support the motion as stated, but would also not support any motion recommending approval that did not include such a buffer.

Chair Countegan said that in his opinion, a realistic look at 13 Mile Road and specifically the lots being discussed this evening shows an evolution regarding the expectation of single family development there; it seemed unlikely that single family homes would be built. While it was true the Master Plan does not allow for anything except single family, the PUD was the correct tool for a compromise proposal, whether for tonight's application or for a future application. He would not support the motion, because he felt a future revision of the Master Plan will reflect the reality of what was occurring in this area. A PUD development could provide a rebirth of the area, while also

providing a buffer to its residential neighbors. He looked forward to a development that will embrace some of the goals for the area.

**Motion to recommend denial passed 6-3 (Brickner, Countegan, Mantey opposed).**

City Planner Perdonik said the proposal and the Planning Commission's recommendation will go to City Council on November 27.

Michael Sarafa, Attorney to the Chaldean Community Foundation, said that tonight was their 5<sup>th</sup> appearance before the Planning Commission. They were open to modifying the plan, but they had not been given specific direction as to what to modify. The PUD process was used to support good projects that might not otherwise be allowed in communities. Working with Farmington Hills process had been a frustrating experience; the Farmington Hills process was broken.

City Attorney Schultz advised that correct process had been followed throughout all the meetings relative to this application. He would be happy to talk with the applicant regarding how they could present a different application to the Planning Commission.

**PUBLIC COMMENT**

None.

**COMMISSIONER/STAFF COMMENTS**

Commissioner Grant announced that her son was married last weekend.

Commission discussion included:

**ADJOURNMENT**

**Motion by Mantey, support by Ware, to adjourn the meeting at 9:15pm.**

**Motion carried unanimously by voice vote.**

Respectfully Submitted,  
Marisa Varga  
Planning Commission Secretary

/cem

**AGENDA**  
**CITY COUNCIL MEETING**  
**NOVEMBER 13, 2023 – 7:30PM**  
**CITY OF FARMINGTON HILLS**  
**31555 W ELEVEN MILE ROAD**  
**FARMINGTON HILLS, MICHIGAN**  
**Telephone: 248-871-2410 Website: [www.fhgov.com](http://www.fhgov.com)**  
**Cable TV: Spectrum – Channel 203; AT&T – Channel 99**  
**YouTube Channel: <https://www.youtube.com/user/FHChannel8>**

**REQUESTS TO SPEAK:** Anyone requesting to speak before Council on any agenda item other than an advertised public hearing issue must complete and turn in to the City Clerk a blue, Public Participation Registration Form (located in the wall rack by the south door entering the council chambers).

**REGULAR SESSION MEETING BEGINS AT 7:30P.M. IN THE CITY COUNCIL CHAMBER**

**STUDY SESSION (6:00 P.M. City Council Chamber– See Separate Agenda)**

**REGULAR SESSION MEETING**

**CALL REGULAR SESSION MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

1. Approval of regular session meeting agenda
2. [Presentation by North Farmington High School](#) on Reducing the Stigma Around Stress Management
3. Proclamation recognizing November 2023 as [Family Court Awareness Month](#)
4. Proclamation recognizing November 2023 as [Native American Heritage Month](#)
5. Proclamation honoring [America’s Veterans in November 2023](#)
6. Proclamation recognizing November 20, 2023 as [World Children’s Day](#)
7. Proclamation recognizing November 25, 2023 as [Small Business Saturday](#)
8. [Economic Development Corporation Annual Update](#)
9. [Communications and Community Engagement Department Update](#)

**CORRESPONDENCE**

**PUBLIC QUESTIONS AND COMMENTS**

Limited to five (5) minutes for any item of City business not on the agenda.

**COUNCIL MEMBERS COMMENTS AND ANNOUNCEMENTS**

**CITY MANAGER UPDATE**

**ADDITIONS TO AGENDA**

10. Attorney Report

**ADJOURNMENT**

Respectfully submitted,

Pamela B. Smith, City Clerk

Reviewed by:

Gary Mekjian, City Manager

**NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-871-2410 at least two (2) business days prior to the meeting, wherein necessary arrangements/ accommodations will be made.**



North Farmington High School - HOSA Community Awareness

# Reducing the Stigma

around

# Stress Management

---

Tejaswini Sivalokanathan and Mehar Khanna



# **Stress affects everyone!**

Today, we'll be talking about what stress is and effective stress management.



## **What is Stress?**

“Stress can be defined as a state of worry or mental tension caused by a difficult situation.” (WHO)





# What is Stress Management?

“Stress management is defined as the tools, strategies, or techniques that reduce stress and reduce the negative impacts stress has on your mental or physical well-being.” (Berkeley Well-Being Institute)

# Significance of Stress Management

- Prevents long-term conditions like high BP, high HR, obesity, depression, anxiety
- Stress management tools can recalibrate the body and increase resilience



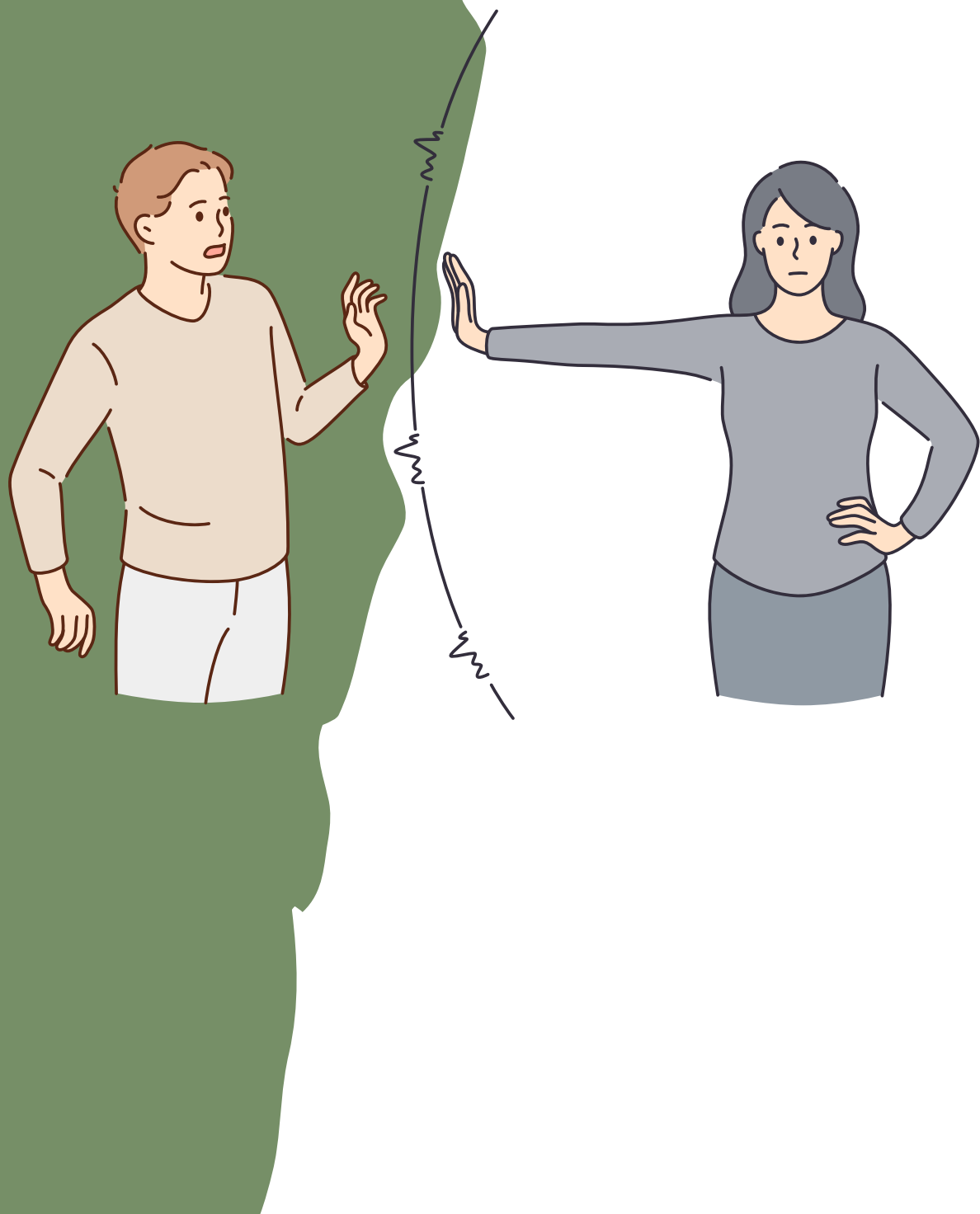


# **Stigmas Surrounding Stress**

People may try to dismiss or minimize your stress. It's important to remember all people feel stressed at times and to prioritize yourself when you are feeling stressed.

# Avoidant Stigma Coping

Avoidance Stigma is characterized by a person who purposefully ignores their mental health needs and does not seek help in fear of being assigned a stigmatizing label.



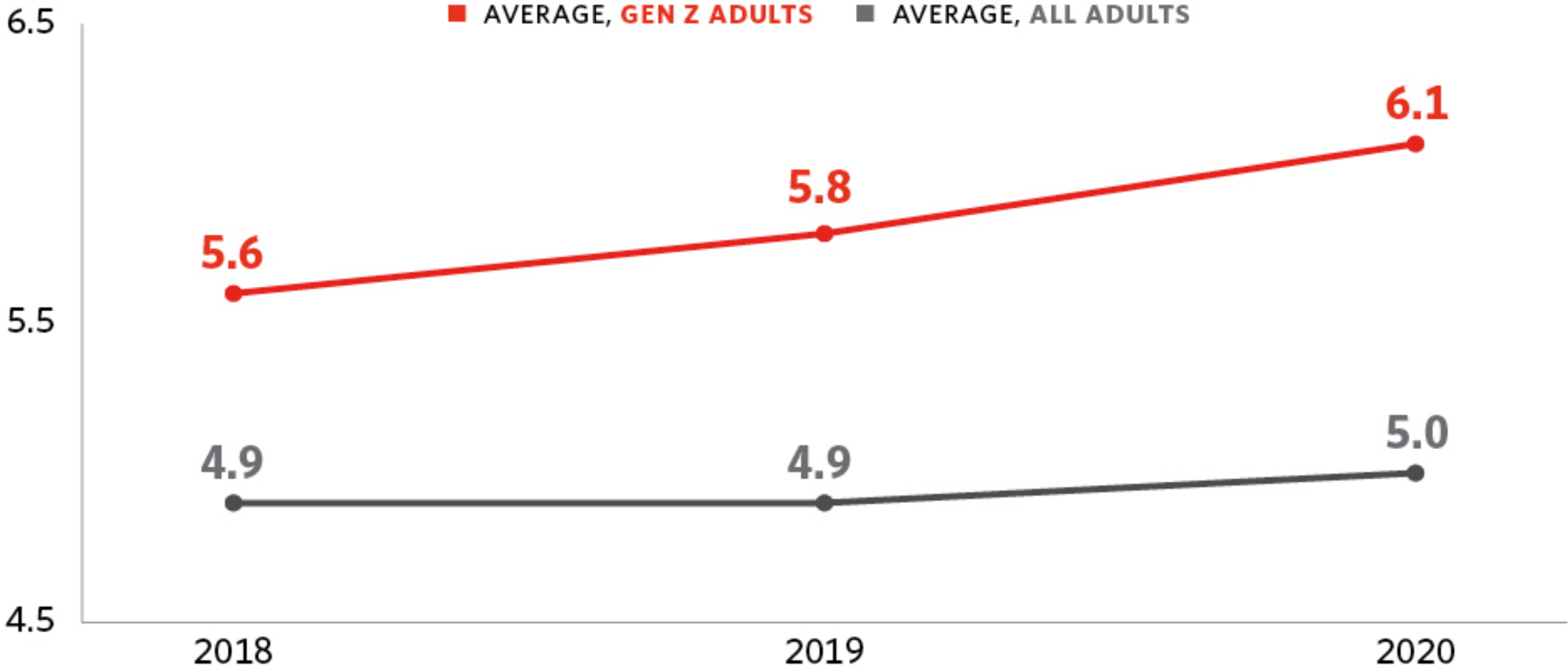
# IMPACT/STATISTICS

STRESS IN AMERICA 2020: A NATIONAL MENTAL HEALTH CRISIS

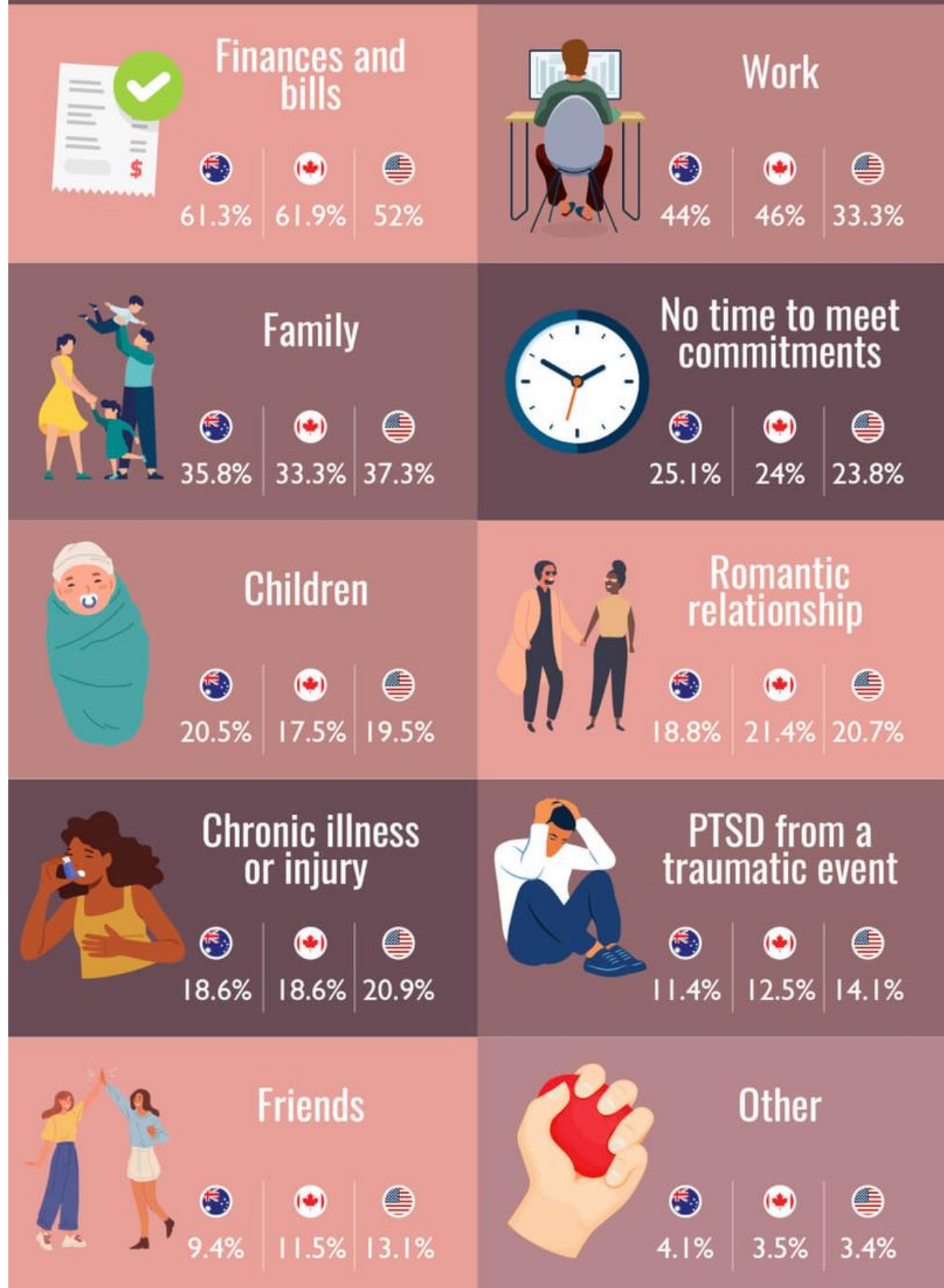
## Gen Z Adults: Generation Stress



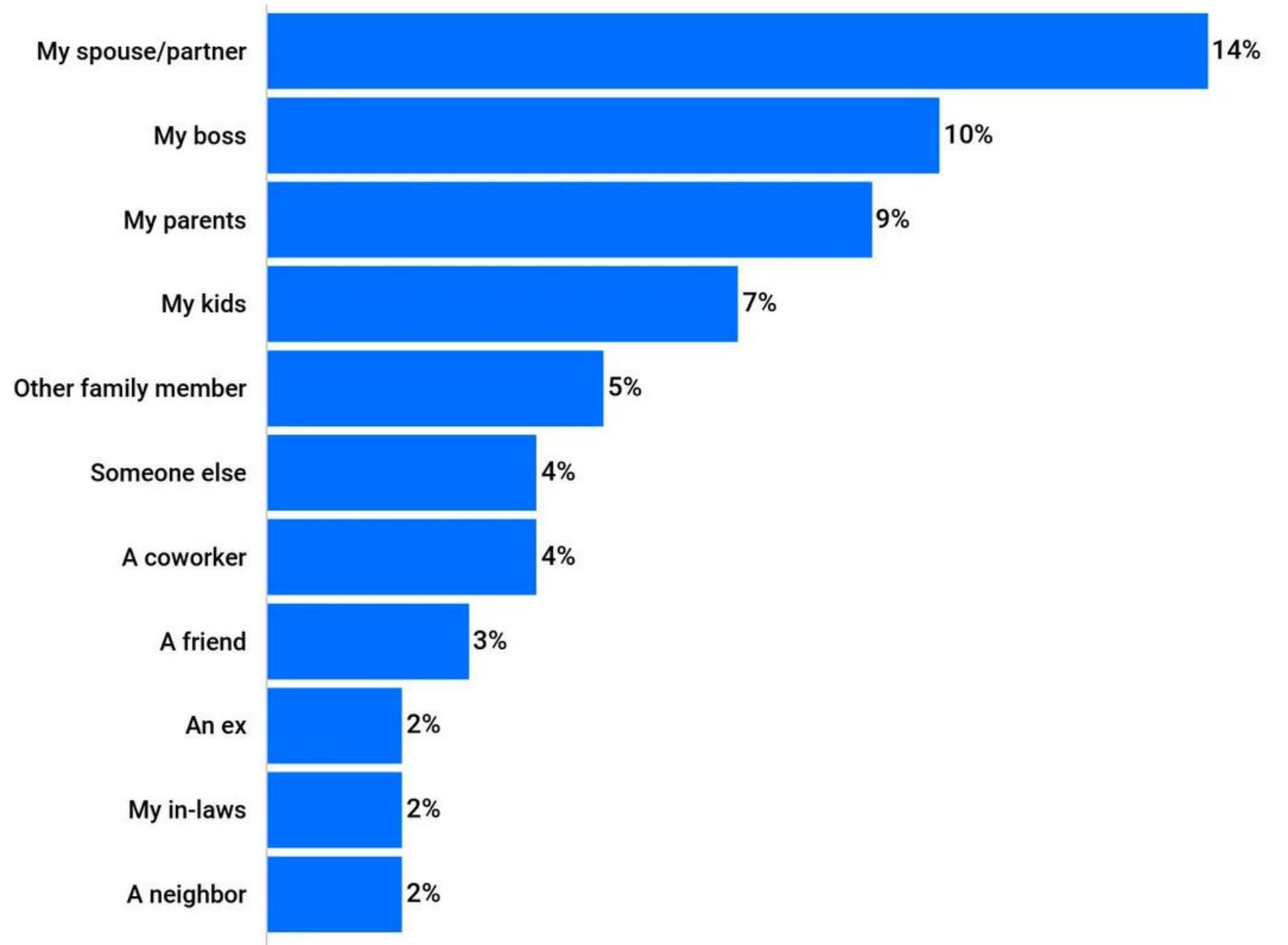
AVERAGE REPORTED STRESS LEVEL DURING THE PAST MONTH



# Top Causes of Stress

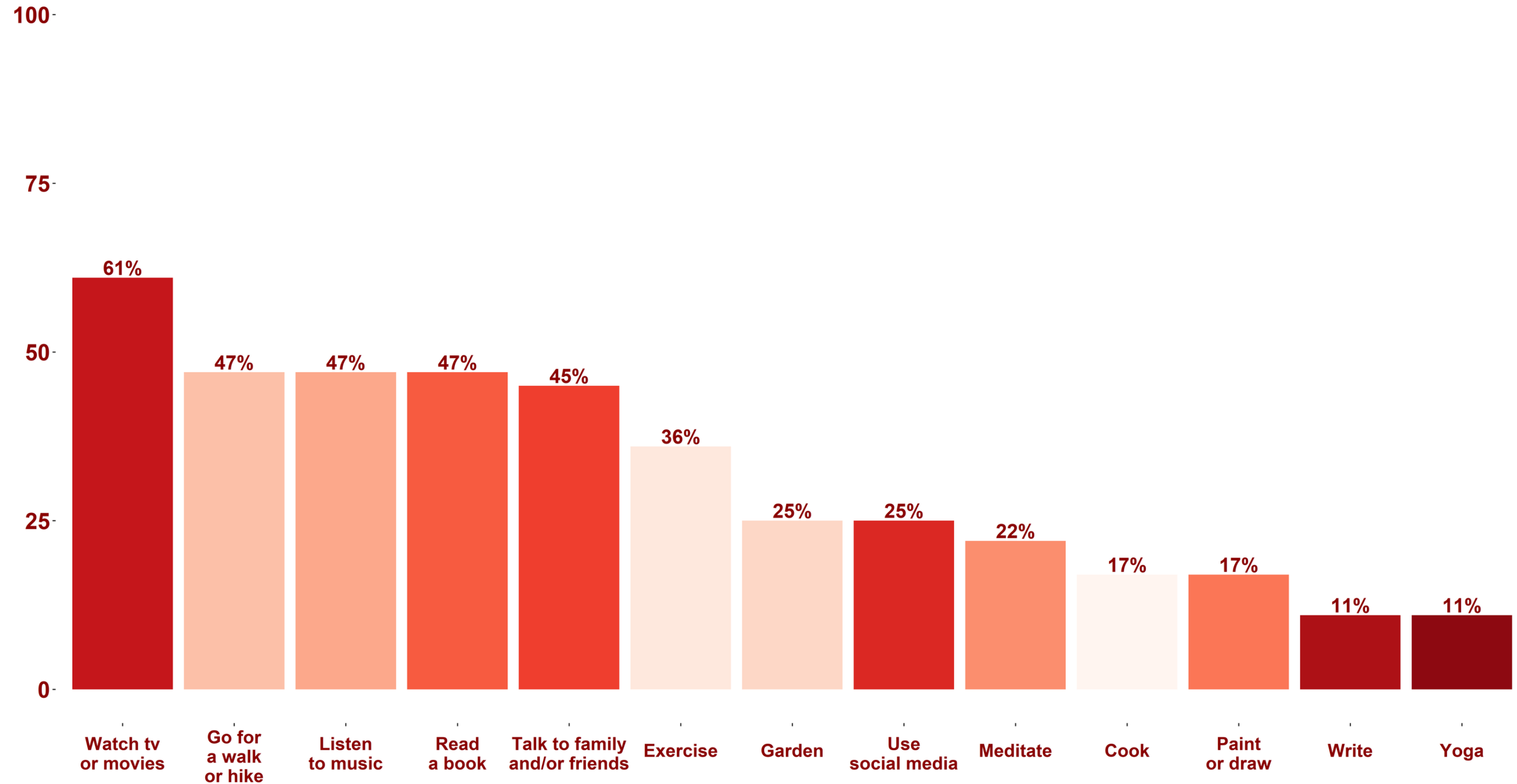


## Most stress-inducing person in Americans' lives



Source: ValuePenguin survey of 1,016 consumers conducted March 18-22, 2021. An additional 39% of respondents said no specific person stressed them the most. Totals do not add up to 100% due to rounding.

# What Are Some Things You Do to Help Manage Your Stress?



GHLF COVID-19 Patient Support Program Poll (4/20/2023)(n = 3,442)

<https://creakyjoints.org/living-with-arthritis/coronavirus/patient-perspectives/chronic-illness-stress-management-poll/>

# Types of Stress

Eustress

Distress

- Chronic
- Episodic
- Acute





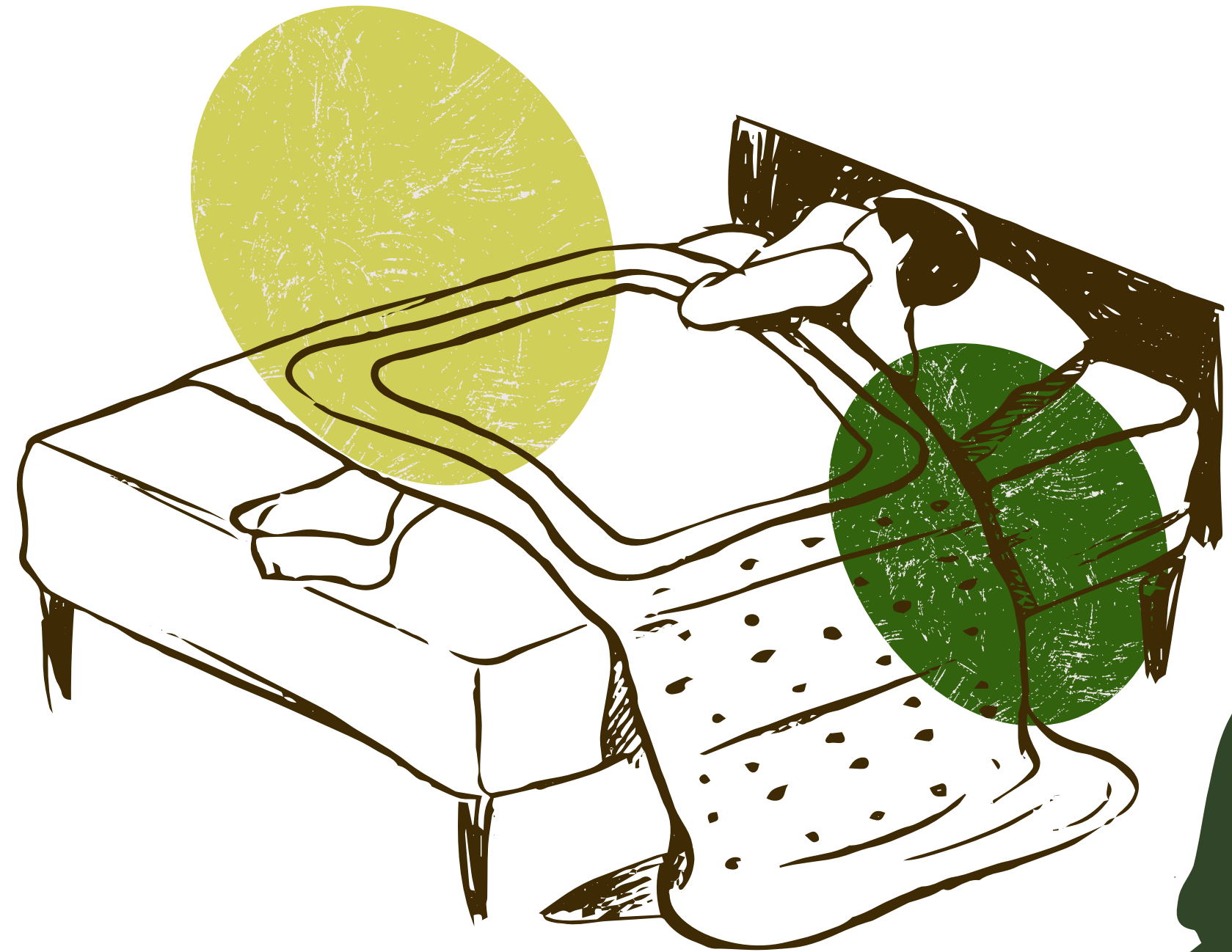
# Symptoms of Stress

## PHYSICAL:

- Headaches, body pain
- Chest pain, difficulty breathing
- Difficulty Sleeping
- Dizziness/Shaking
- Stomach and digestive issues

## MENTAL:

- Irritable and angry
- Overwhelmed
- Anxious
- Nervous and racing thoughts
- Depressed (Uninterested in life)

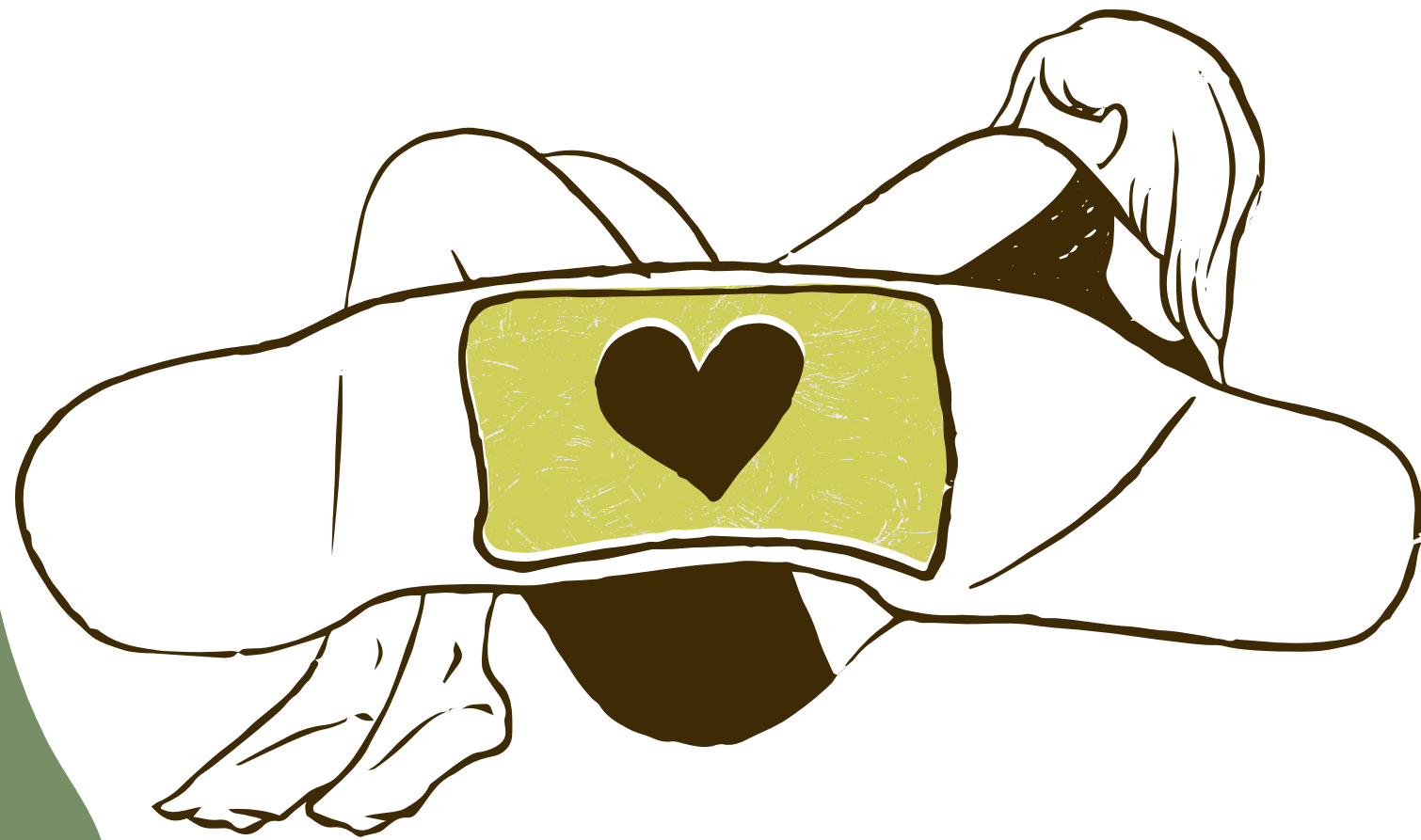


# Breaking Down the Stigma

- Initiate open conversations regularly
- Be open and empathetic with others
- Normalize mental health assistance and resources
- Share coping strategies and document your mental health journey



# Coping Strategies



Healthy coping strategies manage your emotions and stress. These can include deep breathing exercises, engaging in physical activities, talking to a trusted adult, journaling, practicing mindfulness or relaxation techniques, or engaging in hobbies you enjoy.

# APA Tips to Manage Stress



**Take a break**  
from the news  
and social media



Find **three good things** that  
happened to  
you each day



Practice **self-care**  
in 15- or 30-minute  
increments  
throughout the day



**Stay connected**  
with friends  
and family



Keep things  
in **perspective**

# Mental Health Resources

Mental Health Resources - State of Michigan

[YMH](#)

[SAMHSA](#)

[A](#)

[NIH](#)

[CDC](#)

[Mental Health First Aid](#)





**Q/A**



## Conclusion

Prioritizing your mental health can provide a strong foundation for your overall well-being and equip you with the necessary tools to effectively manage any challenges you may encounter as you progress.

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**PROCLAMATION**  
**Family Court Awareness Month**  
**November 2023**

**WHEREAS,** the mission of the Family Court Awareness Month Committee (FCAMC) is to increase awareness on the importance of a family court system that prioritizes child safety and acts in the best interest of children, and;

**WHEREAS,** the mission of the FCAMC is fueled by the desire to create awareness and change in the family court system for the estimated 58,000 children ordered into unsupervised contact with physically or sexually abusive parents each year, while honoring the hundreds of children who have been reported as murdered during visitation with a dangerous parent, and;

**WHEREAS,** the mission of the FCAMC is to increase awareness on the importance of empirically-based education and training on domestic violence, child emotional and psychological abuse, childhood trauma, child sexual abuse, coercive control, and post-separation abuse for all professionals working on cases within the family court system, and;

**WHEREAS,** the mission of the FCAMC is to increase awareness on the importance of using scientifically valid, evidence-based, treatment programs and services that are proven in terms of safety, effectiveness and therapeutic value, and;

**WHEREAS,** the mission of the FCAMC is to educate judges and other family court professionals on evidence-based, peer-reviewed research, that is a critical component to making decisions that are truly in the best interest of children,

**NOW, THEREFORE,** I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the entire City Council, do hereby proclaim November 2023 to be **Family Court Awareness Month**. I encourage all residents to support their local communities' efforts to prevent the harm of children in the hands of family members, and to honor and value the lives of children.

A handwritten signature in black ink that reads 'Vicki Barnett'.

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Vicki Barnett, Mayor



**PROCLAMATION**  
**Native American Heritage Month**  
**November 2023**

**WHEREAS,** Native Americans are a diverse group of people with a rich and multifaceted system of governments, languages, religions, values and traditions; and

**WHEREAS,** Michigan is home to 12 federally recognized Indian tribes, which are sovereign governments that exercise their own direct jurisdiction over their members and their territory; and

**WHEREAS,** Michigan has several significant Native American cultural sites, including the Zibiwing Center of Anishinabe Culture and Lifeways in Mount Pleasant, the Besser Museum for Northwest Michigan in Alpena, the Andrew J. Blackbird Museum in Harbor Springs, and the Potawatomi Heritage Center in Wilson; and

**WHEREAS,** we have a rich past and a bright future thanks to the varied contributions of the many tribes who have lived in Michigan, including our state's three largest tribes - the Ojibwe (also called Chippewa), the Odawa (also called Ottawa), and the Potawatomi (also called the Bodéwadmi); and

**WHEREAS,** Native Americans continue to be influential in all areas of life in Michigan, including government, business, the arts, medicine, education, law enforcement and the military; and

**WHEREAS,** Farmington Hills represents a place where diverse people from all backgrounds live and work together, giving us opportunities to honor our differences and celebrate our similarities.

**NOW, THEREFORE, BE IT RESOLVED** that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim November 2023 as **Native American Heritage Month** in Farmington Hills and urge all citizens to learn about Native American heritage and culture and to celebrate the vast contributions of the first Americans.

A handwritten signature in black ink that reads 'Vicki Barnett'.

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Vicki Barnett, Mayor



**PROCLAMATION**  
**Honoring America's Veterans**  
**November 2023**

- WHEREAS,** throughout the course of history, courageous men and women have taken up arms to secure, defend and maintain the core principles upon which our nation's freedoms depend; and,
- WHEREAS,** since our nation's founding, more than 41 million men and women have stepped forward to serve their country during times of peace, and times of war and conflict; and,
- WHEREAS,** the veterans who served in the military have protected the American way of life and have dedicated themselves to achieving lasting peace throughout the world; and,
- WHEREAS,** the spirit of freedom remains strong with over 1.3 million men and women currently on active duty and more than 800 thousand in the reserve forces, with many in harm's way fighting overseas; and,
- WHEREAS,** as a nation, we are eternally grateful for the noble sacrifices made by our veterans, and we honor and respect them for their service.

**NOW, THEREFORE,** I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby recognize our esteemed veterans in acknowledgment of **Veterans Day 2023**, and urge all residents to pause and reflect, this November and throughout the year, on the sacrifices of those who have served their country.

A handwritten signature in black ink that reads 'Vicki Barnett'.

---

Vicki Barnett, Mayor



**PROCLAMATION**  
**World Children's Day**  
**November 20, 2023**

- WHEREAS,** the United Nations General Assembly recommended in 1954 that all countries institute a universal Children's Day, adopted the Declaration of the Rights of the Child on Nov. 20, 1959, and the Convention on the Rights of the Child on Nov. 20, 1989; and,
- WHEREAS,** the Convention, which is the most widely ratified international human rights treaty, sets out several children's rights, including the rights to life, health, education and play, as well as the rights to family life, to be protected from violence, to not be discriminated against and to have their views heard; and,
- WHEREAS,** UNICEF has promoted World Children's Day annually to demand and secure a future where every child across races, places and genders has the freedom to thrive and fulfill their potential; and,
- WHEREAS,** the mission of the Farmington-Farmington Hills Commission on Children, Youth and Families is to encourage a supportive environment where children, youth and families are happy, healthy, educated and safe, and have the opportunity to reach their full potential, with a goal to make recommendations to the Farmington Hills City Council concerning the needs of children, youth and families in their jurisdiction.

**NOW, THEREFORE,** I, Vicki Barnett, Mayor of the City of Farmington Hills, do hereby proclaim Monday, Nov. 20 as **World Children's Day** in Farmington Hills, and urge our community and City to honor the contributions of young people, to continue to seek new ways to incorporate youth input into planning and policy-making, to affirm that children have rights and our city has a responsibility to promote their wellbeing, and to urge governments to take action to demonstrate their commitment to children.

A handwritten signature in black ink that reads 'Vicki Barnett'.

---

Vicki Barnett, Mayor



**PROCLAMATION**  
**Small Business Saturday®**  
**November 25, 2023**

**WHEREAS,** the City of Farmington Hills celebrates local small businesses and recognizes that they create jobs, boost the economy and help to preserve our community; and,

**WHEREAS,** the City of Farmington Hills is home to more than 5 thousand small businesses that are owned and operated by hard-working people of all kinds. Of each dollar spent at local businesses, 70 cents stay local and recirculate to other area businesses. Shopping small means you support your community and a fellow resident's dream; and,

**WHEREAS,** Michigan has more than 900 thousand small businesses that amount to 99.6% of Michigan businesses, defined as small businesses with fewer than 500 employees, accounting for nearly 2 million employees that represent nearly half of Michigan workers; and,

**WHEREAS,** small business sales have reached 80% of pre-pandemic levels, but as our lives have largely returned to normal, the economic effects among the smallest of small businesses still linger; and,

**WHEREAS,** consumers who shop on Small Business Saturday® are making a conscious commitment to support small, independently owned businesses and make purchases with a positive impact; and,

**WHEREAS,** Small Business Saturday® is an important part of small businesses' busiest shopping season, consumers are encouraged to shop or eat at independently owned businesses and purchase gift cards from local businesses, not just during the holidays, but year-round.

**NOW, THEREFORE, BE IT RESOLVED,** that I, Vicki Barnett, Mayor of the City of Farmington Hills, on behalf of the City Council, do hereby proclaim November 25, 2023, as **Small Business Saturday®** and urge our residents to support small businesses annually on the Saturday after Thanksgiving and throughout the entire year.

A handwritten signature in black ink that reads 'Vicki Barnett'.

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Vicki Barnett, Mayor

**REPORT FROM THE CITY MANAGER TO CITY COUNCIL**  
**November 13, 2023**

**SUBJECT: ECONOMIC DEVELOPMENT CORPORATION ANNUAL UPDATE**

**ADMINISTRATIVE SUMMARY**

- T.R. Carr, Chairman of the Economic Development Corporation (EDC), will be providing a brief update on the EDC's actions throughout the course of 2023.
- Within this update includes information on the board of directors, officers, and liaisons, the statement of purpose and intent of the EDC, a synopsis of activities, and overall goals that the EDC would like to take on within the community.
- T.R. Carr will field any questions the Council may have regarding the report.

**RECOMMENDATION**

It is recommended that City Council receive and file the annual update provided by the Economic Development Corporation.

Prepared by: Gary Mekjian, City Manager

Reviewed by: Cristia Brockway, Economic Development Director

Approved by: Gary Mekjian, City Manager



Economic Development Corporation

# Annual Report

City of Farmington Hills

T.R. Carr, EDC Chairman  
11-13-2023

**City of Farmington Hills  
Economic Development Corporation**

**Annual Report**

November 13, 2023

INDEX

- 1) Board of Directors and Officers
- 2) Statement of Purpose and Intent
- 3) Synopsis of Activities
- 4) Goals

**Board of Directors**

T.R. Carr – Chairman

Lew Cantor – Vice Chairman

Scott Elliott – Secretary

Susan Arlin – Treasurer

Mark Zachos

Mark Brucki

Eunice Jeffries

Fritz Beiermeister

One Vacancy

**Liaisons**

Cristia Brockway, Economic Development Director – Staff Liaison

Ken Massey, City Council Member – Council Liaison

**City Manager**

Gary Mekjian

## **Statement of Purpose and Intent**

The purpose for which the Economic Development Corporation (EDC) is created is to perform the essential public purposes as an economic Development Corporation in accordance with the EDC act No. 338 of 1974, as the act may be amended from time to time, including particularly to alleviate and prevent conditions of unemployment, to assist and retain local industries and commercial enterprises, to strengthen and revitalize the economy of the City of Farmington Hills and the state of Michigan, to provide means and methods for encouragement and assistance, of industrial and commercial enterprises and locating, purchasing constructing, reconstructing, modernizing, improving, maintaining, repairing, furnishing equipping, and expanding in the City of Farmington Hills; to encourage the location and expansion of commercial real estate enterprises; to provide needed services and facilities of commercial enterprises; to the city of Farmington Hills and the residents thereof.

It is the intent of the City and approving the establishment of the corporation that all projects of the corporation not be inconsistent with the stated goals and purposes of the City of Farmington Hills and that all projects of the corporation have a substantial economic base, so that the obligations issued by the corporation to finance such projects do not go into default, and, thereof, the corporation shall be established, in its bylaws, sufficient guidelines to achieve that result.

## Synopsis of Activities

The EDC was involved in several activities in support of the economic foundation of the City of Farmington Hills. This synopsis provides an overview of some of the activities by the EDC and its members.

### **Incubator**

The EDC worked closely with the City Manager and the Director of Economic Development to develop a structure for the creation of a business incubator on the third floor of The Hawk. This is a continuing multi-year project that is complex, and will serve as a significant benefit to the economic growth of our City. The City Council approved a feasibility study in 2021 with Public Sector Consultants of Lansing, Michigan. The results of the study were presented to Council and an approval was granted to move forward with the project. The EDC worked with our State Representative to secure a \$750,000 grant to implement the innovation center. These funds were given to the City to begin lab improvements for the space to become operable for the project. The Council approved modification to City zoning to facilitate the operation of the incubator in the Hawk in 2023. Currently, the incubator has one tenant, “Comprehensive GI Solutions.” This startup company has a goal of moving to a separate building within Farmington Hills in the next few years. Currently the innovation center is managed by the City’s Economic Development Director under the City Manager’s Office. At the June 2023 Council meeting, Chairman, T.R. Carr and Vice Chairman, Lew Cantor discussed that at some point in the future, a nonprofit “Hawk Hatchery” might manage the incubator for the City depending on policy decisions made by the City Council (Section 6.05). A few members of the EDC initiated the creation of a 501(c)3 “Hawk Hatchery” as a potential manager for the incubator in the event the City decided to utilize a nonprofit to manage the innovation center. A significant amount of physical (renovation), legal, and administrative work remains to be completed if the City is to achieve the full benefit from the innovation center. The EDC continues to arrange tours of the third floor of the Hawk with potential tenants from southeast Michigan and as distant as California. Members of the EDC have also joined MichBio to better understand options for “medtech” in the innovation center.

Next steps relating to the incubator project include input and direction from the members of City Council on the operation and management of the Incubator. Should the direction of a nonprofit be chosen, the City Attorney will draft a Concession Agreement to “transfer” operational duties and the participants of the incubator.

### **Working with the Economic Development Department**

The EDC and the Economic Development Director recognized the need to engage groups that may have potential investment in business development within Farmington Hills. One component involved arranging a tour of two city corridors with significant potential for economic development: Grand River corridor and the Orchard Lake corridor. This initial effort involved a guided bus tour for members of the Chaldean Chamber of both corridors with a goal of stimulating interest in economic development.

Members of the EDC engaged with the Economic Development Director to create a framework for a standard City Economic Development message to enhance growth and development.

Earlier this year Chairman, T.R. Carr and Secretary, Scott Elliott represented the EDC at a meeting of the Grand River Corridor Improvement Authority to gain knowledge of the values, goals, and focus areas of that authority.

Meetings with Corewell Health – Farmington Hills have been conducted by the EDC and the Economic Development Director with a goal of understanding the needs and goals of that health care system.

The EDC discussed the Economic Development Strategy for the Master Plan Update and welcomed Giffel's Webster planning consultant, Jill Bahm, to an EDC meeting. She provided the board with the current events of the Master Plan update and shared the City's re/development focus areas. A few EDC members will attend the Master Plan Open House later this month (November).

Meetings were held with the Michigan Small Business Development Center and Oakland County Thrive to better understand small business development opportunities for Farmington Hills. The EDC Chairman joined the Chaldean Chamber of Commerce to maintain relationships for business development.

## Goals

A primary goal of the EDC is to enhance economic growth in the City of Farmington Hills. This primary goal holds various related targets and objectives. We seek new members for the Corporation with the education, experience, business and or economic development background, and skills necessary to facilitate our mission of strengthening the economic foundation of our City.

The EDC seeks to increase the proportion of City revenue derived from business sources from the current 31 percent to the more historic level of 33 - 34 percent. The EDC would not seek a tax increase as the vehicle to increase this percentage, rather it would focus on developing strategies to grow and expand businesses within the city. A tax increase targeting businesses would be counterproductive to economic growth.

The EDC will support the Master Plan Update to assist in creating a new vision for the City that will:

- 1) assist in the expansion, growth, and productivity,
- 2) grow business opportunity and,
- 3) support change and improve upon operations where possible.

Evaluate and support economic change to stimulate growth in areas such as retail, office, and light industry. This involves activities such as supporting redevelopment opportunities and expanding our corporation's role in the Grand River Corridor Improvement Authority. The EDC desires to build meaningful linkages with other Commission (e.g. Planning) and City departments to support economic growth efforts.

The EDC will seek to support the role of SiFi's fiber optic cable which will provide businesses and residents with ultra high-speed internet. This unique opportunity will expand internet-based businesses, educational opportunities, and provide more equitable internet service for our residents throughout the City.

The EDC needs a budget to achieve its goals. The EDC cannot use the City Attorney. We must have our own attorney for legal advice. The EDC needs financial resources to join professional associations, attend economic development events and seminars, and engage in outreach activities with the State of Michigan and Oakland County departments as well as the private sector. The EDC desires to assist in equipping residents with the development of business and entrepreneurial skills. The EDC desires to gain external funding (grants, donations, etc.) to

complement internal funding from the City. The EDC would support expansion in staffing in the City's Economic Development Department.

The EDC recognizes that the City of Farmington Hills is in a very competitive environment for economic growth. Some examples follow:

- 1) In 2021 the EDC supported the efforts of Nissan with the State of Michigan to secure tax breaks for the construction of its \$40 million dollar Safety Advancement Lab (Crash test facility) on its engineering campus. This 116,000 square foot facility served to strengthen the commitment of Nissan to Farmington Hills rather than a move to another state such as Tennessee.
- 2) A related company is Humanetics, located in Farmington Hills, that designs and supplies crash test dummies and associated calibration equipment. These dummies cost between \$100,000 and \$1,000,000 each. Humanetics is active in the U.S. and European Union. Retaining the automotive engineering presence in Farmington Hills enhances our ability to retain associated industry such as Humanetics.
- 3) Two other companies serve to illustrate the international economic environment in which Farmington Hills competes. Mercedes Benz Financial Services has its North American headquarters here in Farmington Hills. This unit provides support for the U.S., Canada, and Mexico. The Bosch Corporation maintains a major presence in Farmington Hills and has provided significant support to the Hawk by donating equipment to the "Maker Space" that benefits individual citizens.

Education is a critical foundation for economic growth. The EDC has a goal of building relationships with institutions of higher education (Oakland University, Wayne State University, Oakland Community College, Lawrence Technological University, Schoolcraft, and others) to support economic development. The EDC also has a goal of working with Farmington Public Schools and private schools to build a strong foundation for our residents of future generations.

The EDC also recognizes the critical role of small business in the economic base of Farmington Hills. The City is home to over 2,000 business entities. Small businesses add to the local economy and serve to support the quality-of-life which residents expect. The EDC will work with the Greater Farmington Chamber of Commerce to support these smaller businesses.

## **Conclusion**

The overarching goal of the EDC is to work with the City Manager's Office and the City Council to build and maintain the economic foundation of our City and support the quality of life for our residents.





**DATE:** November 13, 2023

**TO:** Gary Mekjian, City Manager

**FROM:** Vickie Winn, Director of Communications and Community Engagement

**SUBJECT:** Communications and Community Engagement Department Update

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**BACKGROUND:**

The City of Farmington Hill is committed to continuous improvement within all its operations including strategic utilization of staff and resources. City Council identified the need to for a Marketing/Communications Director as part of its 2021 Goals and City Administration requested funding for the position in the FY 2022/23 budget. This new position/department is physically located in the City Manager's office and now directs a new marketing strategy for the City across all departments, developing and driving a comprehensive communications strategy.

Since joining the organization on Nov. 7, 2021, the Director of Communication and Community Engagement [Vickie Sullen-Winn] has worked to enhance marketing and communication support to City Departments toward creating a more informed and involved community. Key to that goal has been the implementation of four key strategies that have been supported by the Farmington Hills City Manager and City Council and have included:

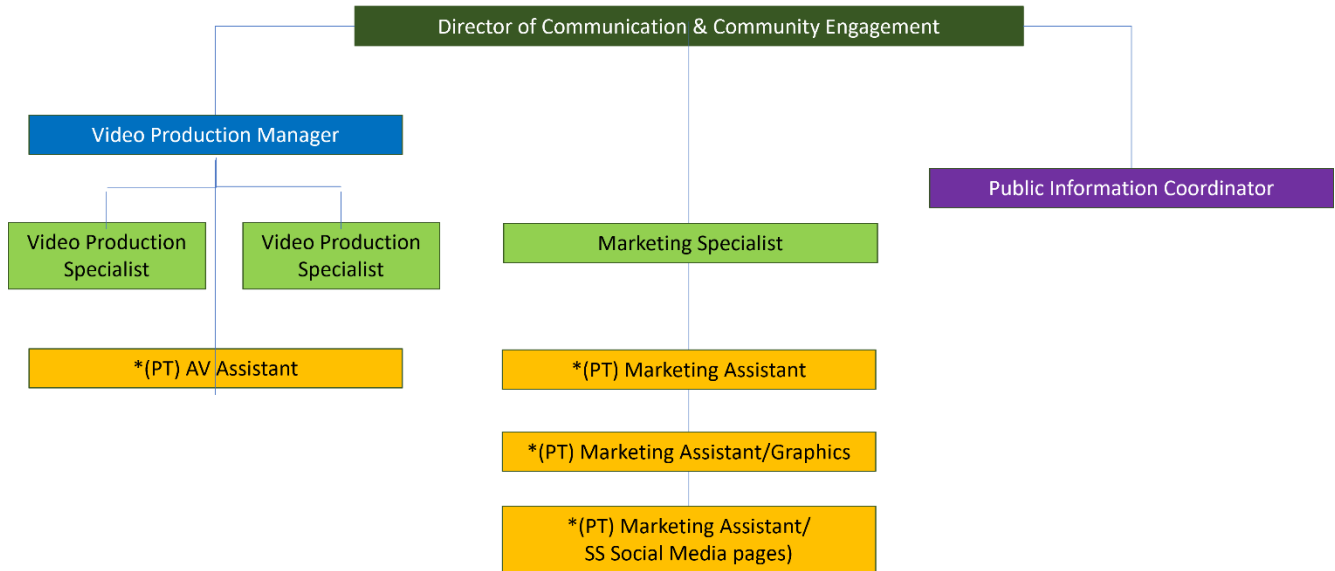
- I. Reconfiguring the Communications Department for greater success.
- II. Leveraging existing talent and strengthening skills required for an existing communications role for enhanced team output.
- III. Fostering greater collaboration and team building by relocating team members to the same suite (at the HAWK).
- IV. Reinforcement of the City's existing marketing/communications tools of **Owned** (*city-owned channels*)/**Earned** (*media placements and other placements via mediums not owned by the City*) by successfully advocating for a **Paid** (*advertising*) strategy, to align with industry standard marketing mix of **Owned/Earned/Paid**.

**I. RECONFIGURED COMMUNICATIONS DEPARTMENT FOR GREATER SUCCESS.**

(Previous Configuration – 5 FT/3PT)

- 1 FT manager (video services);
- 3 FT specialists (1-marketing/2-video services)
- 1 FT coordinator (communications/PR)
- 4 PT positions (1-video services/3 marketing)

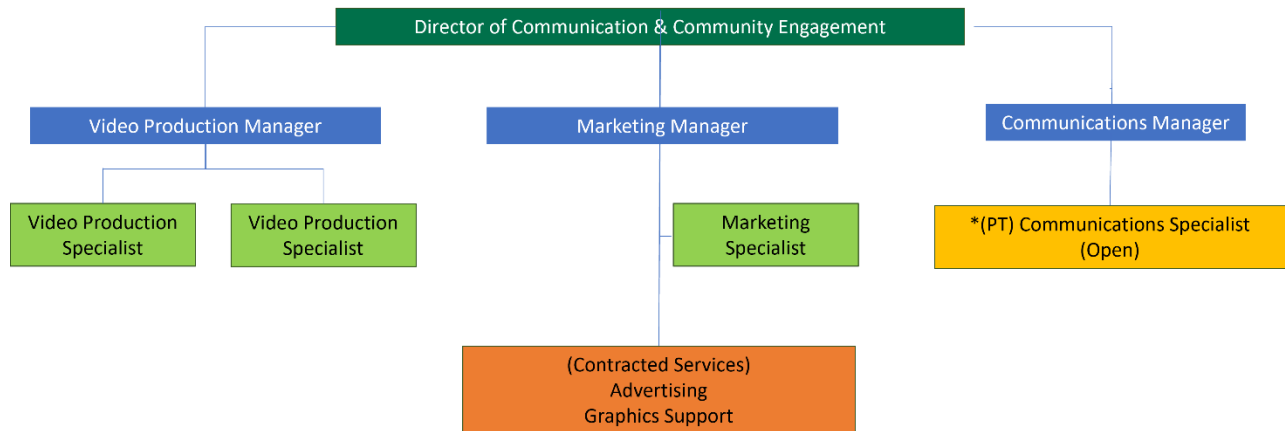
## Farmington Hills Communication Department (2022/23)



(Current Configuration – 6 FT/1 PT)

- 3-FT managers (video services, communications/PR, marketing)
- 3-FT specialists (2-video services/1-marketing)
- 1-PT specialist (communications)
- Printing, graphics, and advertising contracted as needed.

## Farmington Hills Communication Department



- II. **LEVERAGED EXISTING TALENT AND STRENGTHENED SKILLS FOR EXISTING ROLE TO ELEVATE KEY COMMUNICATION POSITION TOWARD ENHANCING TEAM OUTPUT.**
  - a. Successfully advocated for one (1) new FTE and the promotion of one (1) existing FTE by reconfiguring existing resources following voluntary departures of PT staff:
    - 1. Promoted former marketing specialist [Chris Blunden] with 7 years' experience in the City to the newly created position of **marketing manager**, and backfilled the specialist position with [Justin Whiting, new staff].
    - 2. Expanded skillset requirement of the previous public information coordinator role to an elevated **newly created role of communications manager** [Lauracindy Plague Davila, new staff].
  
- III. **FOSTERED GREATER COLLABORATION AND TEAM BUILDING BY RELOCATING TEAM MEMBERS TO THE SAME SUITE.**
  - a. The marketing and video services experts are better positioned to work collaboratively, efficiently, and effectively. (Communication experts remain at City Hall near Public Safety and City Hall to support press events and crisis communications as needed.)
  - b. Weekly, the entire team works out of the same suite to promote creativity, enhanced working relationships and increased collaboration.
  
- V. **SUCCESSFULLY ADVOCATED FOR REINFORCEMENT OF EXISTING MARKETING/COMMUNICATIONS TOOLS OF OWNED/EARNED TO INCLUDE A PAID STRATEGY TO BETTER ALIGN WITH INDUSTRY STANDARD MARKETING MIX OF OWNED/EARNED/PAID.**
  - a. Following Council's approval in supporting *signature programming* at The Hawk and signature annual City event with the first Owned/Earned/Paid strategy as follows:
    - i. Simply Queen Show/new show (Linked to air check audio file)
      - 1. Online giveaway via the WLLZ website
      - 2. 15-promo mentions driving listeners to the website to register to win tickets
      - 3. Dedicated campaign on WLLZ with 38 - :30 commercials

**Results –**

- SOLD-OUT Simply Queen show!



ii. [City-wide Open House](#) (linked to air check audio file)

- c. 2-hour appearance by Jay Towers during the Open House
- d. Towers provided with key messaging promoting Farmington Hills unique offerings including:
  - i. The Hawk Theatres, parks, and recreational offerings, etc.
  - ii. 50<sup>th</sup> celebration facts
  - iii. City's Mayor Barnett to sing National Anthem
- e. WNIC Promo Team with the WNIC vehicle, signage and register to win opportunities during the Open House
- f. 10 on-air promos
- g. 9-day WNIC campaign with 34 :30 commercials

**Results –**

- City's branding and offerings promoted to new audiences including new potential residents and businesses.
- Post-show shout-out of the Mayor and the City by Jay Tower on WNIC even after the event - [What's Jay Doing in Farmington Hills? \(Linked to audio file - start at 00:03:17\)](#)
- New relationship fostered with i-Heart Radio for media buyer to leverage future advertisement key City event opportunities.
- Public Safety has requested same or similar partnership moving forward as part of the Open House.

iii. **Signal Quartet Show (new show)**



**Results -**

- 65 of 100 tickets sold.
- City's branding and offerings promoted to new audiences including new potential residents and businesses.



iv. [Find it at the Hawk Campaign](#) (Now in progress)

- 1. iHeart media streaming
  - a. Various messaging rotated in/out promoting City events, programs and happenings at the Hawk, event jobs.
- 2. Michigan.com
  - a. FB & IG targeted display ads rotated in/out highlighting various messaging rotated promoting City events, programs and happenings at the Hawk, event jobs.

Overall, the Department of Communications and Community Engagement is better positioned for success and remains committed to promoting the great work and offerings of the City to educate, inform and build awareness among neighboring communities and those who live work and play in Farmington Hills.