

DATE: August 2, 2022

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments for the Regular Council Meeting of Monday, August 8, 2022

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The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, August 8, 2022.

**PRESENTATIONS:**

**2022 SUMMER BEAUTIFICATION AWARD WINNERS**

The DPS Director, Corey Almas, and members of the Active Adult Center Advisory Board are scheduled to make an award presentation on Monday evening and play a short PowerPoint slide show of the winners' and nominees' outstanding displays. This year's summer beautification award winner is 30728 Blairmoor, and the runner-up is 30481 Alger.

**PUBLIC HEARINGS:**

**SPECIAL APPROVAL PSP 22-08 – 434 W. 12 MILE ROAD BEACON CIVIL ENGINEERING LLC/TAKE 5 OIL CHANGE MOTOR VEHICLE SERVICE FACILITY**

The applicant has requested Special Use Approval to operate a Motor Vehicle Maintenance Service Facility for quick service oil changes at 434 West 12 Mile Road, located at a vacant grass outlot to the south of Lowe's. This property is zoned M-1, Light Industrial, and if the project is approved, the applicant would be required to divide the outlot into a separate parcel. Per Section 10.329, 'motor vehicle maintenance service facilities' (including oil change facilities) are permitted in the M-1 district as a special use, subject to use-specific standards.

The Site Plan Review Committee (SPRC) reviewed the proposed special approval request at their July 13, 2022, meeting and expressed the following concerns:

1. The applicant requests special use approval for a motor vehicle maintenance service facility, quick service oil change at 434 W. 12 Mile Road. The site is zoned M-1, Light Industrial. The proposed oil change facility is compatible with existing adjacent uses but is not consistent with the intent of the site's M-1, Light Industrial zoning.
2. The proposed use is not completely aligned with the site's 'Mixed Use Innovation' future land use designation in that it does not further contribute to or promote an appropriate mix of office, commercial, and light industrial uses. The use is not consistent with special use criteria Section 10.201(4)(c)5, "conformance with future land use plans for the area as adopted by the planning commission."

3. The proposed use is not consistent with special use criteria Section 10.201(4)(c)4, "the need for the proposed use in specified areas of the city," in that it will further proliferate the amount of quick-service auto facilities within a small area of the city, including what would amount to a fourth oil change facility along this small stretch of W. 12 Mile Road and ninth facility within two miles of the subject site.
4. The proposed use generally satisfies the special use approval review standards and criteria but does not satisfy the City's commercial architectural requirements.

Based on these findings, the staff recommends that City Council deny special use request PSP 22-08 for these reasons.

If, however, City Council should move to approve the requested special use, staff recommends adding the following condition: the applicant shall submit revised building elevations for site plan review that substantially comply with the City's commercial architectural requirements, Section 10.401(u).

After the public hearing and discussion, City Council may take action on the requested special use. Any motion shall include concise findings based on the special approval review standards and criteria, Section 10.201(4).

## **COMMUNICATIONS:**

### **OTT'S RESIGNATION FROM THE ZONING BOARD OF APPEALS**

Debra Ott has submitted her resignation from the Zoning Board of Appeals. Staff recommends that City Council accept the resignation and declare the seat vacant. This seat expires on February 28, 2025.

## **REPORTS:**

### **COMMUNITY DEVELOPMENT AMENDMENT TO FY 2023 FEE SCHEDULE**

The Community Development staff is proposing an Amendment to the recently adopted FY 2023 Fee Schedule to clarify existing fees, provide for reduced fees for less intense reviews, and create a new fee structure for items included in approved text amendments in the zoning ordinance. Highlights of this amendment include new language for fees associated with recently approved and amended zoning ordinances such as the food truck ordinance; and clarifies items such as re-inspection fees when an inspection is missed due to the inspector not having access to conduct the inspection.

Staff and I recommend City Council approve the amendment to the Community Development FY 2023 fee schedule.

GREAT LAKES WATER AUTHORITY CONTRACT REOPENER

The current agreement between the Great Lakes Water Authority (GLWA) and the City of Madison Heights calls for a contract reopener every four years to evaluate Maximum Day Usage trends, Peak Hour trends, and contract terms generally. Information such as meter locations and emergency connections are also reviewed. Presented for Council's consideration is Amendment 4 to the Water Service Contract between GLWA and the City of Madison Heights. This amendment includes two housekeeping language changes to align the contract with current practice.

Staff and I recommend that Council approve Amendment 4 to the Water Service Contract between GLWA and the City of Madison Heights and authorize the Mayor, City Manager, and City Clerk to sign on behalf of the City.

AMBASSADOR PARK - OAKLAND COUNTY LETTER OF INTENT

The City of Madison Heights and Oakland County Parks and Recreation have been working together on a possible lease for Ambassador Park. Once completed, this lease will come before City Council for their consideration and possible approval. To facilitate OCPR's application for American Rescue Act Funding, OCPR requires a letter of intent to acknowledge that the City and County are working to possibly negotiate a mutually acceptable lease for Ambassador Park. This lease is intended to be for an estimated period of 25-30 years, including operation, planning and maintenance of the Park and park features to be updated to include the conversion of the existing tennis courts into pickleball courts, construction of accessible bathroom facilities of the Park, conversion of the current practice athletic field and bleachers to an alternative use agreed upon by the Parties.

Staff recommends City Council approve the letter of intent between the City of Madison Heights and Oakland County Parks and Recreation Commission for the possible lease of Ambassador Park and authorize the Mayor to sign on behalf of the City.

**BID AWARDS/PURCHASES:**

COMMUNICATION CONDUIT AND SINGLE-MODE FIBER CABLE  
INSTALLATION

As part of the Civic Center Plaza construction project, staff has located and tracked the existing fiber line, which runs underground through the construction site. This fiber is critical for City Hall operations and phones and data connections at the Police and Fire Departments. Therefore we issued a request for proposals (RFP) to install a replacement fiber connection from City Hall to the Police Department. This (RFP) resulted in no bids being received.

Staff worked with our construction manager, FRS, who contacted the vendors that attended the mandatory walk-through during the RFP process and was able to get a quote from one company,

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Amcomm Telecommunication. Demolition of the area containing the current fiber is scheduled to begin in late September; therefore, staff is requesting City Council approve this quote from Amcomm Telecommunication for \$25,527.15 to install a four-inch underground communication conduit and single-mode fiber cable.