

Planning Commission
City of Eastpointe, Macomb County, Michigan
Regular Meeting
February 4, 2021
Convening at 7:00 PM

NOTICE

- a) The meeting will be conducted virtually, pursuant to Senate Bill 1246, that allows public bodies to conduct virtual meetings through March 31, 2021
- b) To join the Planning Commission Meeting scheduled February 4, 2021, at 7:00 p.m., please click the following link:

<https://zoom.us/join> Meeting ID: 861 513 4833 or
<https://zoom.us/j/8615134833>

A user may have to download the Zoom app to their device to log into the meeting.

To access the meeting by phone dial +1 312 626 6799

A user may have to download the Zoom app to their device to log into the meeting.

c) Commissioners

Michael Brohl

mike3620@gmail.com

John D'Hondt

jdhondt48021@gmail.com

Leo Lalonde

leolalonde154@gmail.com

Jeffrey L. Lubeck – Chairman

jeffl48021@wowway.com

Timothy M. Palazzolo – Vice Chairman

19tmp77@gmail.com

Sheila Ulinski – Secretary

pooh64@wideopenwest.com

Kimle Nailor

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Council Liaison

Cardi DeMonaco Jr.

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Director of Planning and Zoning

Erin Hardcastle

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City Attorney

Richard Albright

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City Planner

Laura Haw

lhaw@mcka.com

- d) Persons with disabilities that are unable to participate via Zoom, please contact the City Manager's Office for assistance, at (586) 204-3016.



CITY of EASTPOINTE

Department of Planning and Zoning
(586) 445-3661
Fax (586) 445-5191

MUNICIPAL OFFICES
23200 GRATIOT AVENUE
EASTPOINTE, MI 48021

VIA ZOOM DUE TO GOVERNOR'S EMERGENCY DECLARATION

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CITY OF EASTPOINTE PLANNING COMMISSION

THURSDAY, February 4, 2021

CITY HALL – 7:00 p.m. VIA ZOOM

AGENDA

I. ROLL CALL

II. APPROVAL OF AGENDA

III. HEARING OF THE PUBLIC

IV. APPROVAL OF MINUTES

A. January 7, 2021

V. UNFINISHED BUSINESS

A. Dave Bishop, Broadway/Chameleon LLC, is seeking special land use/site plan approval for 18145 E. Eight Mile. #02-14-32-453-024. OBENAUER BARBER LAING CO'S RIDGEMONT PARK NO 1 LOTS 849 & 850

B. Master Plan – Complete Streets. Nine Mile Corridor surveys

C. Approval of revised Planning Commission 2021 calendar of meeting dates.

VI. PUBLIC HEARING

VII. NEW BUSINESS

A. Discussion about the 2020 Annual Report of the Planning Commission.

B. Review of Planning Commissioners contact list.



VIII. HEARING OF THE PUBLIC

IX. COMMISSIONERS' COMMENTS

X. TRAINING – Review of Bylaws

XI. ADJOURNMENT

**MINUTES OF A REGULAR MEETING OF THE PLANNING COMMISSION
FOR THE CITY OF EASTPOINTE, MACOMB COUNTY, MICHIGAN,
HELD VIA ZOOM ON THURSDAY, JANUARY 7, 2021**

The meeting was called to order via Zoom at approximately 7:00 p.m. by Chairman Lubeck with the following members present: Lalonde (Eastpointe, MI), Brohl (Eastpointe, MI), D'Hondt (Eastpointe, MI), Nailer (Eastpointe, MI), Palazzolo (Eastpointe, MI), Ulinski (Eastpointe, MI), Lubeck, (Eastpointe, MI).

Also present: Richard Albright, City Attorney (St. Clair Shores, MI), Erin Hardcastle, Building Official (Detroit, MI), Laura Haw, City Planner, Cardi DeMonaco Jr., Council Liaison (Eastpointe, MI)

Approval of Agenda

Motion by D'Hondt, supported by Lalonde, to move unfinished business until after New Business.

Yeas: D'Hondt, Lalonde, Nailer, Brohl, Ulinski, Palazzolo, Lubeck

Nays: None

Motion to add item D, Election of Officers to New Business.

Yeas: D'Hondt, Lalonde, Nailer, Brohl, Ulinski, Lubeck

Nays: None

Hearing of the Public

Chairman Lubeck announced the Hearing of the Public. With no participation, Chairman Lubeck closed the Hearing of the Public.

Approval of Minutes

Motion by Brohl, supported by D'Hondt, to approve the minutes of the December 3, 2020 meeting.

Yeas: Brohl, D'Hondt, Nailer, Lalonde, Ulinski, Palazzolo, Lubeck

Nays: None

Public Hearing

Chairman Lubeck announced the Public Hearing. Chairman Lubeck announced New Business, item A. Ms. Hardcastle stated, Tim Schenk, Foot Locker, is seeking special land use/site plane approval for 17755 E. Eight Mile. #02-13-32-379-009, Obenauer-Barber-Laing-Company's Ridgemont Park NO. 1 Lots 753 Thru 774 & Part of Lots 747 & 748 Desc as: Com at SW Cor Lot 748; TH S89*41'E 142.81 Ft; TH NW 134.80 Ft Alg Curve Concave to SW with RAD of 174.29 Ft & Chord Bear N24*40'W 131.47 Ft; TH S36*35'W 147.78 Ft to Pt of Beg. ALSO ALL 20.0 Ft Vac Alley Lying Sely of Lots 753-765, Also all 20.0 Ft Vac Alley Lying North of Lots 766-774.

Eastpointe resident Brenda Trotter spoke about Foot Locker. It's not an issue yet, but is concerned with increased traffic.

Eastpointe resident Camilla Carter agreed with Ms. Trotter about her concern with increased traffic.

Chairman Lubeck announced New Business, item B. Ms. Hardcastle stated, Dave Bishop, Broadway/Chameleon LLC, is seeking special land use/site plan approval for 18145 E. Eight Mile. #02-14-32-453-024. OBENAUER BARBER LAING CO'S RIDGEMONT PARK NO 1 LOTS 849 & 850.

Chairman Lubeck asked Ms. Haw to go over her review. Ms. Haw went over the most recent review. A big concern was the number of parking spaces.

Mr. Bishop went over his plan to open up an upscale event hall and addressed the parking concerns.

Attorney Michael Stein spoke. He represents Anthony DiBartolomeo who owns the Kennedy Building. His client has major issues with the project, especially the parking. Mr. DiBartolomeo will not allow parking on his property. Mr. Stein also spoke about having a dumpster (says there isn't room) and people from the hall loitering on his property.

Eastpointe resident Kyle Murphy is concerned about noise and parking on the street.

With no other participation, Chairman Lubeck closed the Public Hearing.

New Business

17755 E. Eight Mile

Chairman Lubeck announced New Business, item A. Ms. Hardcastle stated, Tim Schenk, Foot Locker, is seeking special land use/site plane approval for 17755 E. Eight Mile. #02-13-32-379-009, Obenauer-Barber-Laing-Company's Ridgemont Park NO. 1 Lots 753 Thru 774 & Part of Lots 747 & 748 Desc as: Com at SW Cor Lot 748; TH S89*41'E 142.81 Ft; TH NW 134.80 Ft Alg Curve Concave to SW with RAD of 174.29 Ft & Chord Bear N24*40'W 131.47 Ft; TH S36*35'W 147.78 Ft to Pt of Beg. ALSO ALL 20.0 Ft Vac Alley Lying Sely of Lots 753-765, Also all 20.0 Ft Vac Alley Lying North of Lots 766-774.

Miss Haw went over her review. She recommended approval contingent on landscaping – Add vegetation to Kelly road, evergreen shrubs in mulched areas, and replace the sick evergreen tree on the east property line with a new one. Also, administrative review of the menu board.

Chairman Lubek asked about stacking for the drive-thru. Ms. Haw replied that there are four stacking spaces, 18 ft. depth. 20 ft. is recommended.

Chairman Lubeck said that he went to the site and the drive-thru was fully-operational.

Mr. Brohl asked about the length of time it would take to serve a customer. Foot Locker representative Donald Dudley responded that the menu board has only 10 items. Most transactions occur in about two minutes. Mr. Brohl said cars are parked along Webber at all hours of the day. Mr. Dudley replied that

the cars belonged to the auto shop. The auto shop does use Foot Locker's parking lot for some of their overflow parking, but there is no agreement between the two companies.

Mr. D'Hondt asked if there is sizing/fitting services and returns. Foot Locker representative Emily Limage replied that a person would have to go inside the store if they wanted to try on shoes. No returns are allowed at the drive-thru.

There was more discussion about traffic and parking, specifically the auto shop's overflow parking. Chairman Lubeck suggested that the Foot Locker reclaim their lot.

Chairman Lubeck asked Ms. Haw to review the landscaping again. Ms. Haw replied, remove dying tree along east property line, add more evergreen shrubs on Kelly and Eight Mile to screen property, add some deciduous trees along Kelly. Also, administrative review of the menu board. Chairman Lubeck doesn't have a problem with the menu board, as long as it doesn't get any larger.

Motion by Palazzolo, supported by D'Hondt to recommend to City Council approval of Special Land Use approval, 17755 E, Eight Mile Rd., contingent on complying with landscape recommendations and administrative approval of the menu board.

Yeas: Palazzolo, D'Hondt, Nailor, Lalonde, Brohl, Ulinski, Lubeck

Nays: None

Motion by Palazzolo, supported by D'Hondt, to recommend to City Council Site Plan Approval for 17755 E. Eight Mile, subject to administrative review of Planner's Report dated December 28, 2020.

18145 E. Eight Mile

Chairman Lubeck announced New Business, item B. Ms. Hardcastle stated, Dave Bishop, Broadway/Chameleon LLC, is seeking special land use/site plan approval for 18145 E. Eight Mile. #02-14-32-453-024. OBENAUER BARBER LAING CO'S RIDGEMONT PARK NO 1 LOTS 849 & 850.

Chairman Lubeck did not have time to review the latest information emailed on January 6, 2021. Mr. Lalonde and Ms. Ulinski were not able to review plan.

Ms. Haw suggested that the Planning Commission discuss some of the larger issues/concerns.

Chairman Lubeck spoke about visiting the location and saw the lack of parking at the event hall and the no parking signs in the Kennedy Building parking lot. Mr. D'hondt was concerned with the lack of parking. Mr. Bishop stated that he has an agreement with the owner of Rex's Deli and Wayne County Community College, located across the street from the hall. Mr. D'Hondt asked how many people would be at the hall during peak times. Mr. Bishop replied about 150 people. There was more discussion about parking. Ms. Ulinski suggested having the parking agreement in writing. Mr. Albright recommended having a written parking agreement. Mr. Stein said that it would be impossible that cars wouldn't end up in his client's parking lot. He spoke about number of patrons, people gathering outside to smoke and litter. He stated that the project is too pervasive to his client's rights. He asked if Mr. Bishop's plans followed the city's ordinance. Ms. Haw addressed the parking ordinance requirements: Minimum one

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space per 75 square feet plus one parking space per employee during the maximum shift. Per the site plan, there are six employees and just over 2600 square feet of banquet area. 42 regular parking spaces are required.

Mr. Brohl asked about food and liquor. Mr. Bishop said the events will be catered. There will not be a bar, but liquor will be served if the caterer has a liquor license.

There was discussion about number of employees, valet parking, and loading and unloading. There will not be a charge for valet parking. Chairman Lubeck said he was concerned about traffic backing up on Eight Mile while waiting for valet parking.

Mr. D'Hondt asked about guests loitering on Kennedy Building's property. He asked if there will be a staff member available to make sure guests don't park on Kennedy Building's property.

Mr. Stein didn't feel that the number of staff and security was sufficient for the number of guests. There was more discussion about staff, security and parking.

Chairman Lubeck asked Ms. Haw about the list of concerns that should be addressed before the next Planning Commission meeting. Ms. Haw listed parking, including valet, building design, trash collection, lighting, hours of operation and outdoor space.

Motion by D'Hondt, supported by Lalonde, to table the discussion to incorporate concerns Ms. Haw has, to make sure items are specifically addressed, especially parking and handicapped parking. Also, any parking agreements with Rex's Deli and Wayne County Community College be in writing.

Yeas: D'Hondt, Lalonde, Brohl, Ulinski, Nailer, Palazzolo, Lubeck

Nays: None

Approval of Planning Commission 2021 calendar of meeting dates.

Motion by D'Hondt, supported by Ulinski to approve the 2021 calendar of meeting dates, changing the July meeting from July 1 to July 8.

Yeas: D'Hondt, Ulinski, Brohl, Lalonde, Nailer, Palazzolo, Lubeck

Nays: None

Election of Officers

Motion by D'Hondt, supported by Brohl to nominate Sheila Ulinski as secretary.

Motion by D'Hondt, supported by Lalonde to nominate Jeffrey Lubeck as chairman.

Motion by Lalonde, supported by Ulinski to nominate Timothy Palazzolo as vice chairman.

Unfinished Business

Master Plan

Ms. Haw spoke about the Nine Mile Corridor plan and surveys. Results of the survey will be shared at the February meeting. She also spoke about the funding source and the changing the speeds of roadways. The funding is from a federal fund, a MDOT local agency that covers over 80% of construction. Design and construction administrative costs are covered by Act 51, road funding. The water main is covered by the city's water and sewer fund. There is a possibility to reduce speed on Nine Mile, particularly west of Gratiot.

Mr. D'Hondt said that Nine Mile and Schroder is a dangerous intersection. Chairman Lubeck suggested driving on Nine Mile all the way through Ferndale and take a look at businesses along the route. If you drive down Woodward Heights starting at John R, heading west, or John R between Eight and Nine Mile you'll see elimination of left turn lanes and bicycle lanes installed.

Hearing of the Public

Gary Miron, Eastpointe resident, is concerned about bike lanes and safety.

With no other participation, Chairman Lubeck closed the Second Hearing of the Public.

Commissioners' Comments.

Ms. Hardcastle relayed exciting news. The property at 21300 Kelly, originally purchased to operate a psychiatric hospital, was purchased by the Detroit Pit Crew Rescue. Their intention is to open a new veterinary clinic through a secondary non-profit organization APAWS, Animal Protection and Wellness Services. They will provide low-cost services to the general public and their pets, as well as provide care to dogs from some of their rescue partners. Mr. Albright, wished everyone a Happy New Year, Extended a warm welcome to new Planning Commission member Kimle Nailer. Ms. Haw welcomed Ms. Nailer. Mr. DeMonaco Jr., welcomed Ms. Nailer and welcomed 2021. There is a memorial fund for Brian Theobald who died in a tragic accident. January 6 was a bad day for democracy. Need to accept results of a fair election. Hoped we can move on and get out of the pandemic. Hopefully we can hang out again. Mr. Lubeck welcomed Ms. Nailer. Apologized that word didn't make it to the commission that she was a new member. Ms. Nailer, glad to be part of the Commission and looking forward to serving the city. Mr. D'Hondt welcomed Ms. Nailer. Yesterday (January 6) was tragic for the entire country. Was off put by Tuesday evening's theatrical performance. Doesn't like condescending tones and was disheartened. Cannot fear open dialogue if it's coming from a good place. That place is open and honest communication and fair and consistent application of expectations. Cannot be fearful having a conversation because they're the opposite political party, demographics, race, religion. We have to have open dialogue without fear of recrimination. It's okay to disagree with people. We should be able to disagree with people without having an accusation thrown at us. Hopes 2021 will be a year of open dialogue. Ms. Ulinski, expressed thoughts and prayers to the Theobald family. Wished everyone a happy New Year. Looking forward to another productive year. She too was saddened by the meeting on Tuesday. It's okay to disagree. Super excited about the Nine Mile project. Mr. Palazzolo wished everyone happy New Year. Hoped everyone is staying safe. Welcomed Ms. Nailer. Mr. Brohl welcomed Ms. Nailer.

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Hoped they could meet in person one day. Mr. Lalonde wished everyone happy New Year and welcomed Ms. Nailer. Mr. Lubeck apologized that he doesn't seem to be up to his usual standards. Events over the past few weeks had him distracted. Sad about loss of a city worker. Thought America was a melting pot, but seems to be a boiling pot. Have to find a way to simmer it back down. Have to find a way to not fight over differences, but find a way to work together. Need to try to focus on common ground. Will make more progress that way. Thanked everyone for their input.

Training

None

Adjournment

Motion by D'Hondt, supported by Palazzolo, to adjourn at approximately 9:06 p.m.

Yeas: D'Hondt, Palazzolo, Brohl, Lalonde, Nailer, Ulinski, Lubeck

Nays: None

Jeffrey L. Lubeck, Chairman

Sheila Ulinski, Secretary



January 26, 2021

Planning Commission; and
Ms. Erin Hardcastle, Building Official and Director of Planning and Zoning
23200 Gratiot Avenue
City of Eastpointe
Eastpointe, Michigan 48021

Subject: Special Land Use / Site Plan Review – Broadway Chameleon Assembly Hall
Location: 18145 E. 8 Mile Road (Parcel ID #: 02-14-32-453-024)
Zoning: B-1, Community Business District
Review No: Written Review #3

Dear Commission Members and Ms. Hardcastle,

We have reviewed the special land use application to operate an assembly hall at 18145 E. 8 Mile Road. An assembly hall, per the Eastpointe Zoning Ordinance, is classified as a special land use within the B-1, Community Business district.

Special land uses require a public hearing and consideration by the Planning Commission and final approval by City Council. We offer the following comments for your consideration:

SPECIAL LAND USE REVIEW

Per Section 50-49 of the Zoning Ordinance, the proposed special land use must meet the following criteria:

- 1. Will be harmonious and in accordance with the general objectives of the Master Land Use Plan.**
The subject site is located on the north side of 8 Mile Road between Rosalind and Emile Avenue.

The 2040 Master Plan designates this area as *Local Commercial and Neighborhood Mixed Use*, which permits daily services and goods for the surrounding neighborhood that encourage a walkable, pedestrian oriented community. These areas are also intended to accommodate uses which can serve as transitional areas between residential districts and Eastpointe's more intensive, auto-focused business districts and major thoroughfares. Permitted uses include context-sensitive retail, personal services, work/live units, upper floor residential and office uses and small-scale commercial uses.

An assembly hall is considered a regional use, as it serves a larger population than the immediate neighborhood, but may be appropriate for the site, as the area of 8 Mile east of Kelly Road generally contains more intensive commercial uses and the site has direct access onto 8 Mile Road, which is a major thoroughfare in the region. However, we have heard concerns from adjacent residents during previous public meetings on this proposal and are concerned that the intensity and scale of this use is not appropriate at this location, at least without significant changes to the proposal.



2. **Will be designed, constructed, operated and maintained in harmony with the existing and intended character of the general area and will not change the essential character of the area.**
Due to the site's proximity to single-family residential, site improvements are needed to ensure the proposed increase in intensity of use will not be adverse to the character of the neighborhood. Specifically, this includes ensuring that the loading area, employee activities and lighting at the rear of the site are not determinantal to the adjacent neighborhood.
3. **Will not be hazardous or disturbing to existing or future neighboring uses.**
The site is currently screened from the adjacent residential lots with an existing masonry wall, which has been noted as 5-feet, 8-inches in height on sheet SP1.1. The height of the existing screening wall must be a minimum of 6-feet to ensure compliance with this standard.
4. **Will represent an improvement to the property in the immediate vicinity and to the community as a whole.**
The re-occupancy of a vacant structure and the investment of a new business represents a value to the larger Eastpointe community. However, there is concern that the reuse of this specific use at this location, due to its proximity to residential and its hours of operation, may prove determinantal to the quality of life for those properties in the immediate vicinity.
5. **Will be served adequately by essential public services and facilities, such as streets, drainage structures, sewer and water infrastructure, police and fire protection and refuse disposal, or that persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately for such services.**
As a developed site, public utilities are available. We defer to the City engineer for any additional comments.
6. **Will not create excessive additional requirements at public costs for public facilities and services and will not be determinate to the economic welfare of the community.**
The proposed use is not anticipated to create additional public costs. We defer to the City engineer for any additional comments.
7. **Will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any person or property or to the general welfare by reason of excessive smoke, fumes, glare, noise, vibration or odors.**
The proposed assembly space will be used for weddings, anniversary parties, showers, and other banquet functions. The hours of operation for the general public are listed on sheet SP1.1, as follows:

Monday:	Closed
Tuesday – Thursday:	8:00 AM – 8:00 PM
Friday – Saturday:	8:00 AM – Midnight
Sunday:	Closed



The proposed hours of operation for employees / vendors are as follows:

Monday: Closed
Tuesday – Thursday: 8:00 AM – 9:30 PM
Friday – Saturday: 8:00 AM – 1:30 AM
Sunday: Closed

Deliveries (from catering to seating) will be limited to Monday – Saturday, 9:00 AM – 6:00 PM.

There is concern that the early morning hours for the breakdown of events may be determinantal to the adjacent neighborhood. The hours of operation must be addressed to the Planning Commission's satisfaction, and may result in additional conditions for the special land use.

8. **Will be consistent with the intent and purpose of this chapter (Zoning Ordinance section 50.49).** As noted in the corresponding site plan review, several Zoning Ordinance standards are not met or not enough information has been provided to confirm compliance, especially as related to parking.

SITE PLAN REVIEW

A. Use and Zoning Compatibility

Zoned the B-1 District, assembly halls are a special land use. With longer hours and the generation of traffic at peak times, an assembly hall can be more intensive than other commercial uses typically permitted in the B-1 District. As presented, the site lacks compatibility with the adjacent residential district.

B. Parking and Circulation

The site plan must show compliance with the following parking requirements for the assembly hall use: one (1) parking space for every 75 square feet of assembly hall floor area, plus one (1) space for each employee in the largest working shift.

The site plan submitted indicates the area of the building dedicated to event space is 2,638 square feet, which requires a minimum of 36 parking spaces. There are also a maximum of six (6) employees, plus seven (7) contractors, on-site at any time. This requires a total of 49 parking spaces.

We recommend the City's Fire Department or Building Department also provide the Commission with a maximum occupancy load for this structure.

The site plan details two (2) ADA accessible parking spaces and one (1) standard parking space at the front of the building. The size of each parking space must be provided to ensure compliance with the dimensional standards in section 50-220 of the Zoning Ordinance. Parking lots with 1-25 spaces must be served by at least one ADA compliant space, which the applicant exceeds. It is noted that one striped



access aisle may serve two ADA compliant parking spaces, this may provide the applicant with some additional room in the front of the building for valet services.

The site plan notes that parking will be available on adjacent sites to fulfill the remaining 46 parking spaces. Written agreements (in a manner acceptable to the City Attorney) for private shared parking must be provided for review.

At a previous Commission meeting, it was stated that complimentary valet services would be provided. Additional information is still needed regarding the logistics of this operation and where the valet office / booth will be located. Safe access for valet employees back to the building from adjacent parking lots must be taken into consideration, as well as their travel time. During the peak hours of events, it is not clear how the operation will be coordinated and properly staffed. It should also be clarified where valet employees will remain during events and during poor weather conditions.



C. Architecture and Building Design

The existing building appears to be comprised primarily out of painted block, natural brick and glazing (windows). We understand the applicant is not replacing the existing windows but proposes to paint the building to match the gray paint color of the adjacent building. The existing awning is also proposed to be removed and new signage and sconce lighting added on the front façade. A stencil-painted logo is proposed on the east façade, which is considered additional wall signage.

D. Landscaping

No landscaping is proposed with the submission of this site plan, aside from planter boxes that will be located at the front windows. It is not clear if the five-foot sidewalk clearance will be maintained with the installation of the planter boxes in front of the business.



E. Trash Collection and Disposal

It appears that most of the nearby businesses have exterior dumpsters at the rear of their site; due to the depth of the subject building all the way back to the alleyway, there is no room to construct an exterior dumpster. Instead, the applicant proposes rolling trash carts to be stored inside the rear of the building. It is also noted on the site plan that the applicant has a shared agreement for the use of the dumpster at 18161 E. 8 Mile Road. Similar to the parking agreements, we recommend this be formalized in writing, in a manner acceptable to the City, and presented for review.

F. Lighting

Sheet SP1.1 notes that two flood lights will be added to the rear of the building and four scones added to the front façade. While model numbers have been provided, the range of illumination on the model ranges from low to higher levels. The applicant should provide additional information on the intensity of the lighting, especially the rear building mounted lighting, to ensure it does not negatively impact the adjacent residential.

G. Signage

No signage is formally proposed as part of this application. Any proposed signage will require submission of a permit application to the Building Department and is not considered as approved with this application.

RECOMMENDATION

Given the outstanding concerns above, we recommend the Planning Commission continue to gather feedback on the development of this site from those in the immediate area and discuss special land use considerations such as the intensity of the use, hours of operation, maximum capacity of the building, and the logistical operations and safety of having the majority of parking off-site.

If you have any questions, please feel free to contact us. Thank you.

Respectfully submitted,

McKENNA

Handwritten signature of Laura E. Haw in cursive.

Laura E. Haw, AICP, NCI
Senior Principal Planner

Handwritten signature of Chris Madigan in cursive.

Chris Madigan, AICP
Associate Planner

Mckean, Rose Ann

From: Hardcastle, Erin
Sent: Thursday, January 28, 2021 11:04 AM
To: Mckean, Rose Ann
Subject: FW: 18145 Eight Mile

Please include in agenda

From: Marquardt, Brian E.
Sent: Wednesday, January 27, 2021 12:39 PM
To: LHaw@mcka.com
Cc: Hardcastle, Erin <ehardcastle@eastpointecity.org>
Subject: 18145 Eight Mile

Good afternoon,

I reviewed the plans for the above address and have some concerns regarding the type of proposed building use.

1. There is no parking available for that amount of patrons. I did notice that there was parking agreements from other businesses however I spoke with a representative at Rex's Deli and they were adamant that they were not allowing this to happen however, they said they would have Rex call me when he returns from being out of town.
2. The proposed valet parking usage would require the attendant to travel on foot back to Beaconsfield to cross at a crosswalk which is not close to that building. The police have been writing tickets to individuals that are not utilizing crosswalks throughout the city. Also, with attendants not utilizing crosswalks there will be an increase in pedestrians that are struck by vehicles.
3. Where would the drop off for the valet be? There is no lot for them to pull off the main road and will create a congestion on the road possible hampering emergency vehicle responses.
4. It appears that there is a sliding door separating the main area and the VIP room. There cannot be a separation of the areas due to utilizing the back door as a primary form of egress/exiting. If the sliding door remains there will have to be another door added in the main area which looks like that would not be possible because the west side is the property line and the east is another building.
5. It is listed as A-2 usage (Assembly) and per IFC 2015, 903.32.1.2 Group A-2. An automatic sprinkler system shall be provided for fire areas containing Group A-2 occupancies and intervening floors of the building where one of the following conditions exists: 1. The fire area exceeds 5,000 square feet (464 m²). 2. The fire area has an occupant load of 100 or more. 3. The fire area is located on a floor other than a level of exit discharge serving such occupancies. An automatic sprinkler system would have to be installed.

If you have any questions or concerns please feel free to contact me.

Thank you

Brian Marquardt
Fire Marshal
Eastpointe Fire Department
16370 Nine Mile Rd.
Eastpointe, MI. 48021
Bus: (586)445-5056
Cell: (313)236-3629
Fax: (586)445-5057

the
BROADWAY
CHAMELEON™
Transforming Event Experiences

The Broadway Chameleon

Problem Statement

The corporate world often hosts various functions, from client meetings, to networking assemblies, fundraisers and PR campaigns. In our personal lives gatherings tend to be more celebratory, including weddings, birthday parties, baby showers, bar mitzvahs etc.

The fast-paced world in which we live, leaves little time for businesses or individuals to organize and manage these events. The time involved is tedious. This creates the need for a dedicated event space, where functions and/or events can be conveniently arranged through just a phone call.

The Solution



The Broadway Chameleon is an all-inclusive event space that offers a wide-range of services including a beautiful 4,000 square feet venue space for corporate and personal events, and event decor and management services with fully integrated entertainment facilities.



Our clients simply need to provide the event date & budget. Broadway Chameleon takes care of everything from designing the event venue to catering with its customized solution that fits well with the customer needs.



If the client wants to manage an event by themselves, our knowledgeable customer support service staff will happily assist them when requested.



The Broadway Chameleon brings interactive event planning as close as the use of one's smartphone. Through these and other affordable products and services, we aim to be the number one resource for any event.



Who we Are??

- The Broadway Chameleon is located in Eastpointe, Michigan. It's a beautiful 4,000 square feet venue. We offer customized event planning and management solutions to accommodate unique affairs. Whether it be for a corporate function, networking mixer, fundraiser, wedding, baby shower, bar mitzvah or funeral repass...we have you covered.
- Our venue is perfect for large and small events; 50-200 guests capacity. Full audio and video amenities make this warm and inviting space a true turnkey solution for any event.



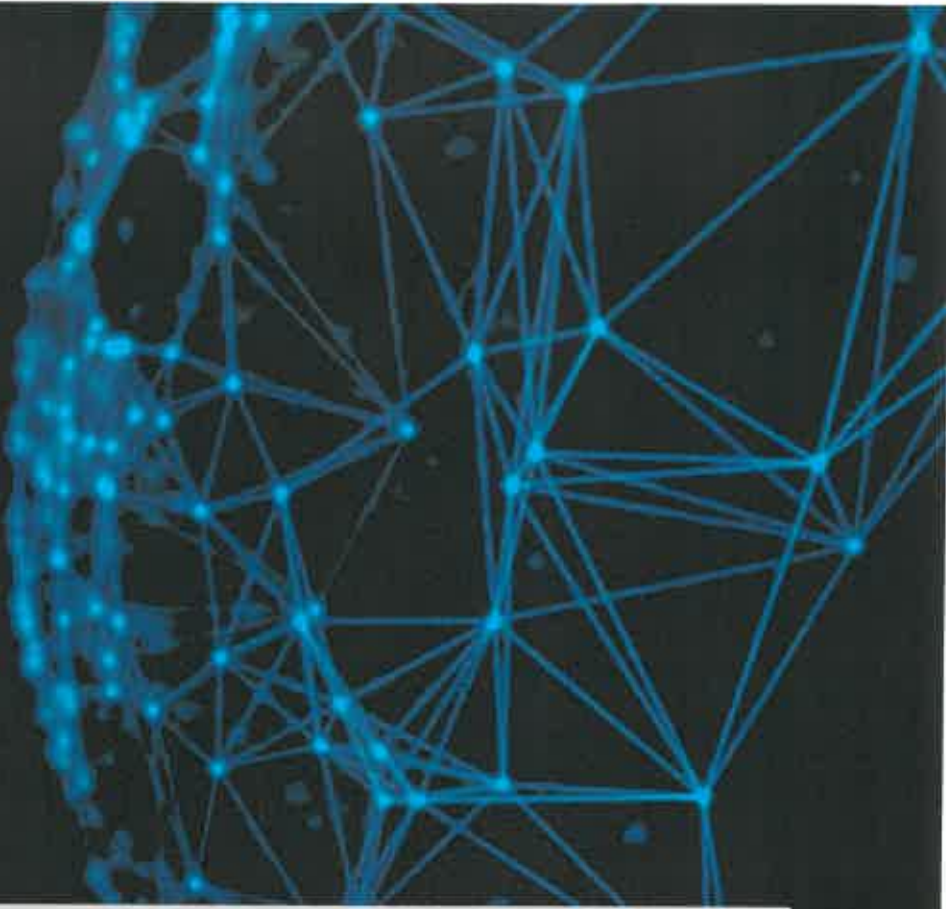
The Founder — Dave Bishop

- **Dave Bishop - Founder of RMG, is a veteran Entertainment Event Manager with industry experience that dates back to 1986. At a young age, Dave discovered a passion for organizing marquis events with a vision of providing large-scale audiences with high-quality event solutions. In the early years of his career, he quickly developed an aptitude for technical production and project management. He leveraged these capabilities to produce a variety of entertainment concerts featuring national musicians. To date, he has created an impressive list of affairs at some of the most respected venues in Detroit including Cobo Hall and Michigan State Fairgrounds.**
- **Dave's 20 years of promotional experience have been instrumental in creating RMG's multi-disciplinary approach to business communications and cutting-edge planning methods to drive results for its clients. RMG's unique brand-inspired planning is one of the driving forces for his successful client-solution formula. The resulting custom-client programs are fully integrated, when appropriate, marketing platforms that combine multiple consumer touchpoints like live concerts, retail promotion, and public relations to achieve wide-ranging business objectives.**
- **Over the course of his career, Dave has developed deep relationships with celebrity managers and booking agencies, garnered an enviable roster of contract service providers, and earned tremendous respect in his industry for his innovative productions, integrity and attention to quality. The RMG team routinely produces events with the most sought-after performing artists and celebrity entertainers in the world.**



Mission

Our mission is to be the leading event space company in Michigan, by meeting and exceeding the expectations of our clients through innovative ideas and the delivery of excellent service.



Vision

To ensure every client's experience is stellar, subsequently creating client satisfaction and loyalty. Through a collaborative & detailed approach with each client, we'll live up.

Industry Analysis

Global event planning industry is expected to grow at a CAGR* of 10.3%, reaching a whopping USD 2,330 billion by the year 2026. Event planners serve two main market segments, the business and the social market. There are four industry sectors that fit these two market segments. Three of which serve the business event market: Association planners create events for professional associations, corporate planners cater to the private-sector business community and convention service planners are usually adjuncts to large hotels and convention centers. The fifth segment defined by the bureau; party and event planners. They specializes in private-sector social events such as weddings, large private parties and corporate societal events.

Source 1: Allied Market Research
Source 2: Entrepreneur" magazine
Source 3: U.S. Bureau of Labor Statistics
** Compound annual growth rate



Business Events Market

- Corporate demand for events is robust. Companies expected to grow their event marketing budgets by 7.8 percent in 2019, more than twice the 3.6 percent increase of 2018.
- More and more businesses are outsourcing and hiring event space companies to work on their behalf. This includes a wide range of corporate clients who utilize these companies & services for marketing events & seminars, PR campaigns and fundraisers. In addition, they host internal events such as meetings, award ceremonies and employee training.

Source : Event Marketing Institute

Social/Individual Event Planners

- The social event segment is most vulnerable to factors such as unemployment rates and disposable incomes. IBIS; a global business intelligence provider, reported that the market for social events showed negligible growth of 0.7 percent over five years starting in 2015, and projected a modest 2.5 percent increase for 2020. IBIS also noted the decline in informal weddings, a major revenue driver for social planners.
- A total of 335,044 companies operated in the social segment of the industry in 2018 and employed 352,699 people — an average of 1.05 people per firm. These numbers show that the vast majority of social event planning firms are one-person operations.

Source: IBIS IBISWorld

Target Market

Our target audience is divided into two segments based on the requirements and need for the event planning

1. Individuals Clients
2. Corporate Clients



Key Demographics

- Age Group: 21 & Above
- Gender: Any
- Profession: Any

Key Psychographics

- Love networking
- Outgoing and friendly
- Large social circle

Challenges

- No Time for organizing an event
- No Expertise in event planning
- No space for large gatherings
- No available event accessories
- Limited budget to manage everything on their own

Preferences

- Hassle-Free event management
- Warm ambience
- Best-in-class customer service
- Customized services according to the need
- Available for 11th hour event planning service

Individual Clients

For social events, our key target audience is based on individuals looking to organize a small gathering event for friends and family.

Challenges

- Large amount of events happening every Day/Week/Month
- No separate/dedicated team for organizing events
- No space for large gathering
- No available event accessories
- No place for client meeting
- No dedicate place for seminars and meetings

Preferences for event planner

- Hassle-Free event management
- Warm Ambience
- Best-in-class Customer Service
- Customized services according to the needs
- Available for 11th hour event planning service

Corporate Clients

For corporate and nonprofit events, Our target audience is divided into two segments based on the needs & requirements for an event. In smaller organizations, the sales or marketing manager will be responsible for managing events. Larger organizations that participate in a number of events may have a dedicated event manager.



Keys to Success

Experience

Extensive experience of the founder, more than 35-year sales executive. Years of expertise in high quality event planning and management services

Professionalism

Which includes everything from on time services to best in class customer service

Individual Attention

Each client's experience will be tailored to his or her preference.

Repeat business/Recommendations

Giving the kind of service that brings people back for regular treatments, and encourages clients to recommend us to friends, and other professionals to recommend their clients.

Fantastic Location


Eastpointe, Michigan



Marketing & Sales - Marketing Plan (Individuals)

Our marketing strategy for individuals will include the idea of releasing them from the task, freeing their time for family and friends & the promise of a worry-free event.

Our marketing is predominantly by word-of-mouth or visual connection to previous events. The clients have often attended, participated or worked at these functions & were impressed with what they experienced.



Marketing & Sales - Marketing Plan (Corporate Sector)

Our marketing strategy for public or private organizations will include the idea of greater efficiency for the money and a professional event without error would be the key concept.

Groups, especially large ones, do not wish to deal with problems that arise due to oversight on their part. If the guarantee of worry-free, error-free events is available at a cost-benefit to them, there really appears to be no better choice.



Marketing & Sales - Sales Plan



Sales will be concluded with a follow-up phone call one to two days after the event. The phone call will explain the total cost of the event, number of attendees, and information concerning the billing.



Feedback forms will be included in these packets to ensure the client is being served as they deem appropriate. Thank-you cards will follow each event.



Financial Forecasting

The business is a self-funded venture, so there is no dependency upon external investors or funding partners. Here are some key assumptions used for financial forecasting



Good social media and positive response. We need advocates in social media.



Consistent marketing and PR campaigns

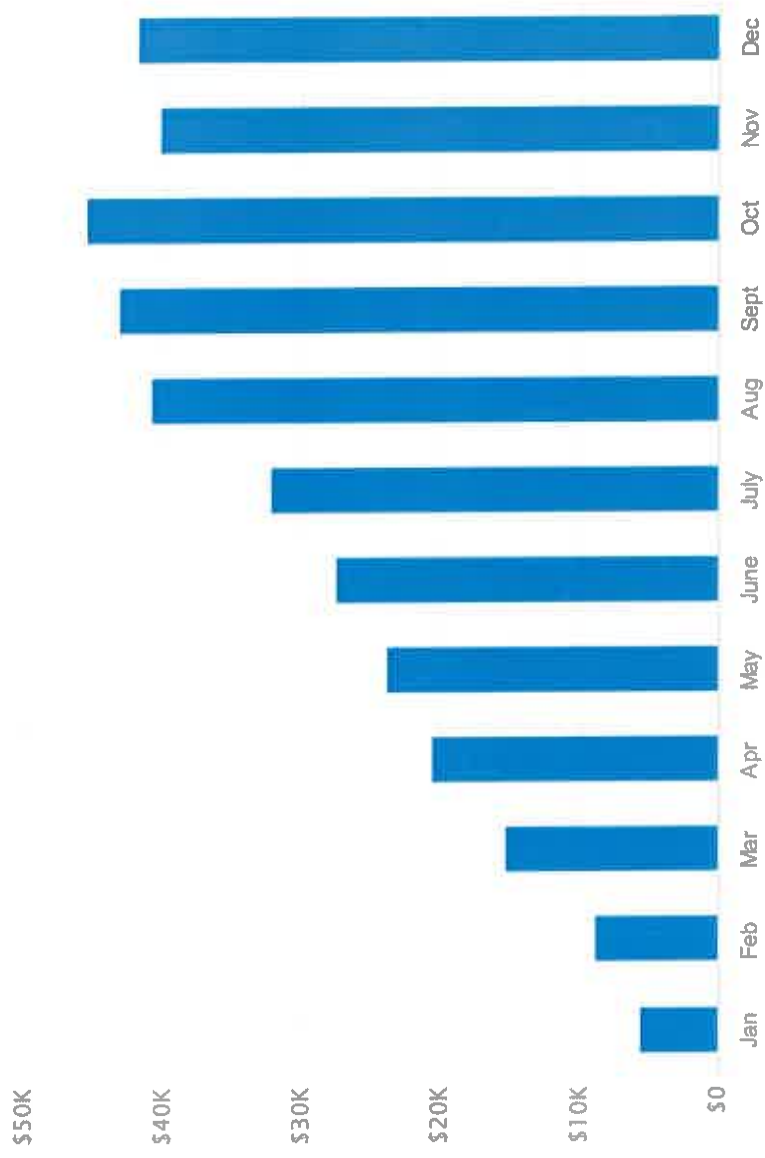


No surprises in economic trends

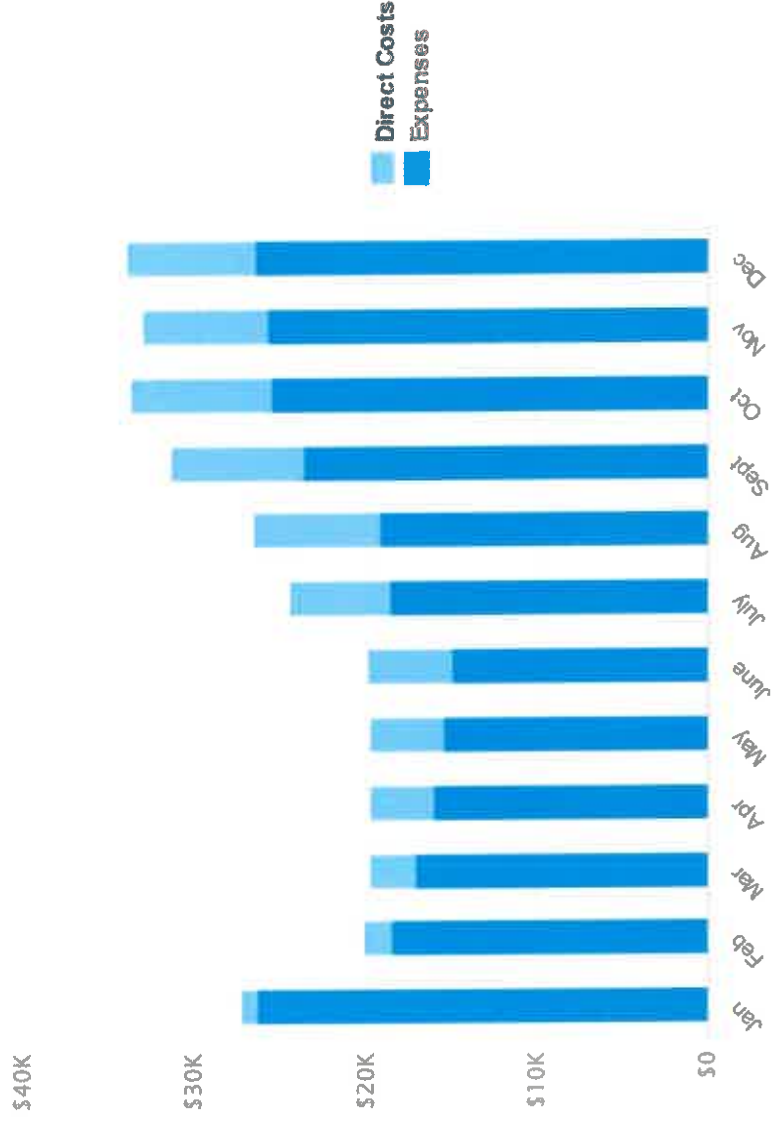


Ability to convert some existing relationships into clients

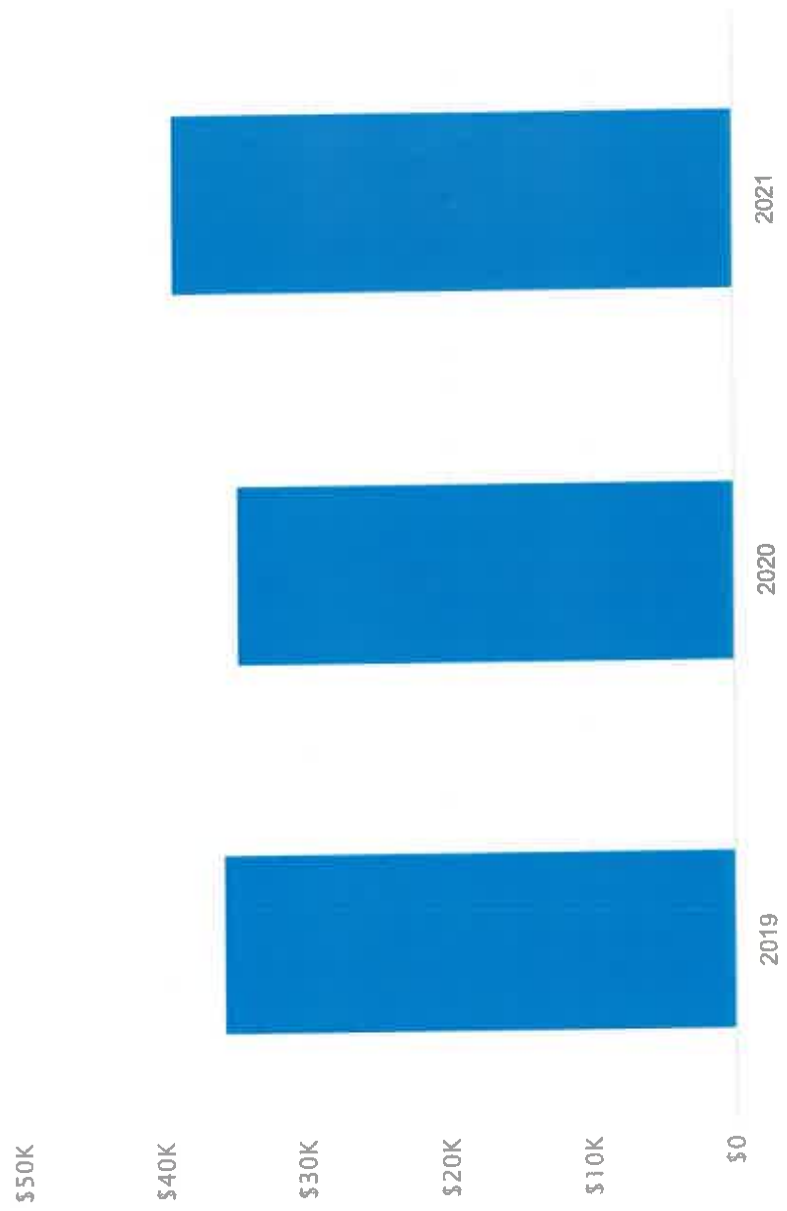
Revenue Forecast (by month)



Expenses Forecast (by month)



Net Profit or Loss (by year)

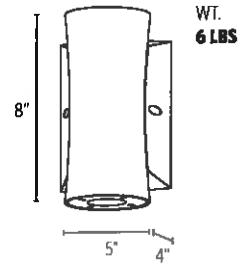




Vega™

SCENCE / OUTDOOR

- EXCELLENT THERMAL MANAGEMENT IS ACHIEVED THROUGH A DIE-CAST ALUMINUM FIXTURE BODY
- INJECTION MOLDED DIFFUSER SEAMLESSLY THREADS INTO FIXTURE BODY; ACRYLIC IS UV STABLE, F1 RATED AND UL-94 HB FLAME RATED
- VARYING BEAM SPREAD OPTIONS ARE AVAILABLE: NARROW FLOOD [24 DEGREE] OR WIDE FLOOD [50 DEGREE]
- FIELD REPLACEMENT FOR LED ARRAY AND DRIVER
- IP66 PROTECTION RATING AND ETL LISTED FOR WET LOCATION (010A ONLY)
- 3 STEP COLOR BINNING



This product meets the material restrictions of Article 4 of the RoHS Directive (2011/65/EU), including Commission Delegated Directive 2015/863



CATALOG CODES

SERIES	HANGING SYSTEM	SIZE	REFLECTOR	FINISH	LIGHT SOURCE	VOLTAGE	CONTROL	OPTIONS
--------	----------------	------	-----------	--------	--------------	---------	---------	---------

SPECIFY CATALOG CODE		SPECIFY CATALOG CODE		SPECIFY CATALOG CODE		SPECIFY CATALOG CODE		SPECIFY CATALOG CODE	
A	B	C	D	E		F		G	
SERIES	HANGING SYSTEM	SIZE	REFLECTOR	FINISH		LIGHT SOURCE		VOLTAGE	
 VA1 UP OR DOWN ILLUMINATION	SISA INDOOR ADA COMPLIANT SCENCE 010A OUTDOOR ADA COMPLIANT SCENCE	08	NF NARROW FLOOD [24 DEGREE] WF WIDE FLOOD [50 DEGREE]	POWDER COAT FINISHES BKP BLACK BMP BRASS METALLIC BNP BRONZE BTP BLACK TEXTURED GRP GRAPHITE GLP GOLDTASTIC MWP MATTE WHITE SGP STEEL GRAY SMP SILVER METALLIC SWP SKY WHITE WTP WHITE TEXTURED		NOTE: CLEAR ACRYLIC DIFFUSER IS STANDARD			

LIGHT SOURCE		VOLTAGE		CONTROL		OPTIONS	
VA1 LED OUTPUT COLOR TEMP LED1 27K LED2 30K LED3 35K 40K		UNV 120-277		DM1 0-10V DIMMING 1% NOTE: FIXTURE IS PROVIDED WITH 0-10V DIMMING 1%		ULD DAMP LABEL (SISA ONLY) MOD MODIFIED LUMINAIRE (CONTACT LOCAL REP)	
VA2 LED1 27K LED2 30K 35K 40K							

SAMPLE CODE: VA1-SISA-08-NF-WTP-LED1/30K-UNV-DM1

MODS, NOTES, & COMMENTS

LUMENS AND WATTAGE CHART			
	VA1	VA2	
LED1	LUMENS DELIVERED	800	1600
	SYSTEM WATTAGE	10	20
LED2	LUMENS DELIVERED	1200	2400
	SYSTEM WATTAGE	15	30
LED3	LUMENS DELIVERED	2000	-
	SYSTEM WATTAGE	25	-

This chart was created for a 35K color temp. Multiply by 0.95 for 27k color temp, 0.97 for 30k color temp, and 1.03 for 40k color temp.



WST LED

Architectural Wall Sconce

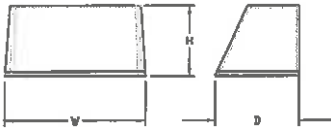


Catalog Number
Notes
Type

Specifications

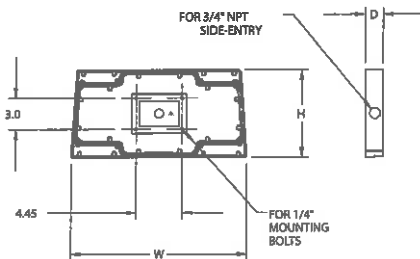
Luminaire

- Height:** 8-1/2" (21.59 cm)
- Width:** 17" (43.18 cm)
- Depth:** 10-3/16" (25.9 cm)
- Weight:** 20 lbs (9.1 kg)



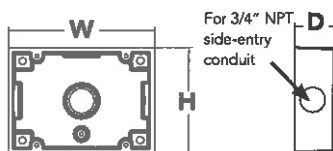
Optional Back Box (PBBW)

- Height:** 8.49" (21.56 cm)
- Width:** 17.01" (43.21 cm)
- Depth:** 1.70" (4.32 cm)



Optional Back Box (BBW)

- Height:** 4" (10.2 cm)
- Width:** 5-1/2" (14.0 cm)
- Depth:** 1-1/2" (3.8 cm)



A+ Capable Luminaire

This item is an A+ capable luminaire, which has been designed and tested to provide consistent color appearance and system-level interoperability.

- All configurations of this luminaire meet the Acuity Brands' specification for chromatic consistency
- This luminaire is A+ Certified when ordered with DTL® controls marked by a shaded background. DTL DLL equipped luminaires meet the A+ specification for luminaire to photocontrol interoperability¹
- This luminaire is part of an A+ Certified solution for ROAM® or XPoint™ Wireless control networks, providing out-of-the-box control compatibility with simple commissioning, when ordered with drivers and control options marked by a shaded background¹

To learn more about A+, visit www.acuitybrands.com/aplus

See ordering tree for details.

A+ Certified Solutions for ROAM require the order of one ROAM node per luminaire. Sold Separately: [Link to Roam](#); [Link to DTL DLL](#)



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A+ Capable options indicated by this color background

Ordering Information

EXAMPLE: WST LED P1 40K VF MVOLT DBBXTD

WST LED

Series	Performance Package	Color temperature	Distribution	Voltage	Mounting
WST LED	P1 1,500 Lumen package	27K 2700 K	VF Visual comfort forward throw	MVOLT ¹ 277 ²	Shipped Included (blank) Surface mounting bracket Shipped separately BBW Surface-mounted back box ³ PBBW Premium surface-mounted back box ^{3,4}
	P2 3,000 Lumen package	30K 3000 K	VW Visual comfort wide	120 ² 347 ²	
	P3 6,000 Lumen package	40K 4000 K		208 ² 480 ²	
		50K 5000 K		240 ²	

Options	Finish (required)
NLTAIR2 PIR nLIGHT AIR Wireless enabled motion/ambient sensor for 8'-15' mounting heights ^{5,6,7}	DBBXD Dark bronze
NLTAIR2 PIRH nLIGHT AIR Wireless enabled motion/ambient sensor for 15'-30' mounting heights ^{5,6,7}	DBLXD Black
PE Photoelectric cell, button type ⁸	DNAXD Natural aluminum
PER NEMA twist-lock receptacle only (controls ordered separate) ⁹	DWHXD White
PERS Five-wire receptacle only (controls ordered separate) ⁹	DSSXD Sandstone
PER7 Seven-wire receptacle only (controls ordered separate) ⁹	DBBXTD Textured dark bronze
PIR Motion/Ambient Light Sensor, 8-15' mounting height ^{5,6}	DBLBXD Textured black
PIR1FC3V Motion/ambient sensor, 8-15' mounting height, ambient sensor enabled at 1fc ^{5,6}	DNATXD Textured natural aluminum
PIRH 180° motion/ambient light sensor, 15-30' mounting height ^{5,6}	DWHGXD Textured white
PIRH1FC3V Motion/ambient sensor, 15-30' mounting height, ambient sensor enabled at 1fc ^{5,6}	DSSTXD Textured sandstone
SF Single fuse (120, 277, 347V) ⁷	
DF Double fuse (208, 240, 480V) ⁷	
DS Dual switching ¹⁰	
DMG 0-10V dimming extend out back of housing for external control (control ordered separate) ¹¹	
E7WH Emergency battery backup, Non CEC compliant (7W) ⁷	
E7WC Emergency battery backup, CA Title 20 Noncompliant (cold, 7W) ^{7,12}	
E7WHR Remote emergency battery backup, CA Title 20 Noncompliant (remote 7W) ^{7,13}	
E20WH Emergency battery pack 18W constant power, Certified in CA Title 20 MAEDBS ⁷	
E20WC Emergency battery pack -20°C 18W constant power, Certified in CA Title 20 MAEDBS ^{7,12}	
E23WHR Remote emergency battery backup, CA Title 20 Noncompliant (remote 20W) ^{7,12,14}	
LCE Left side conduit entry ¹⁵	
RCE Right side conduit entry ¹⁵	
Shipped separately	
RBPW Retrofit back plate ³	
VG Vandal guard ¹⁵	
WG Wire guard ¹⁵	

Accessories

Ordered and shipped separately

WSTVCPBBW DBBXTD U	Premium Surface-mounted back box
WSBBW DBBXTD U	Surface-mounted back box
RBPW DBBXTD U	Retrofit back plate
DLL127F 1.5 JU	Photocell - SSL twist-lock (120-277V) ¹⁷
DLL347F 1.5 CUL JU	Photocell - SSL twist-lock (347V) ¹⁷
DLL480F 1.5 CUL JU	Photocell - SSL twist-lock (480V) ¹⁷

NOTES

- MVOLT driver operates on any line voltage from 120-277V (50/60 Hz).
- Single fuse (SF) requires 120V, 277V or 347V. Double fuse (DF) requires 208V, 240V or 480V.
- Also available as a separate accessory; see accessories information.
- Top conduit entry standard.
- Not available with VG or WG. See PER Table.
- Reference Motion Sensor table.
- Not available with 347/480V.
- Need to specify 120, 208, 240 or 277 voltage.
- Photocell ordered and shipped as a separate line item from Acuity Brands Controls. Shorting Cap included.

- Not available with Emergency options, PE or PER options.
- DMG option not available with standalone or networked sensors/controls.
- Battery pack rated for -20° to 40°C.
- Comes with PBBW.
- Warranty period is 3-years.
- Not available with BBW.
- Must order with fixture; not an accessory.
- Requires luminaire to be specified with PER, PER5 or PER7 option. See PER Table.

Emergency Battery Operation

The emergency battery backup is integral to the luminaire — no external housing required! This design provides reliable emergency operation while maintaining the aesthetics of the product.

All emergency backup configurations include an independent secondary driver with an integral relay to immediately detect AC power loss, meeting interpretations of NFPA 70/NEC 2008 - 700.16

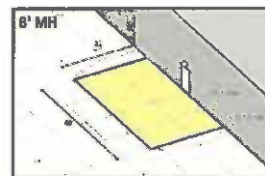
The emergency battery will power the luminaire for a minimum duration of 90 minutes (maximum duration of three hours) from the time supply power is lost, per International Building Code Section 1006 and NFPA 101 Life Safety Code Section 7.9, provided luminaires are mounted at an appropriate height and illuminate an open space with no major obstructions.

The examples below show illuminance of 1 fc average and 0.1 fc minimum of the P1 power package and VF distribution product in emergency mode.

10' x 10' Gridlines
8' and 12' Mounting Height



WST LED P1 27K VF MVOLT E7WH



WST LED P2 40K VF MVOLT E20WH



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Performance Data

Lumen Ambient Temperature (LAT) Multipliers

Use these factors to determine relative lumen output for average ambient temperatures from 0-40°C (32-104°F).

Ambient		Lumen Multiplier
0°C	32°F	1.03
10°C	50°F	1.02
20°C	68°F	1.01
25°C	77°F	1.00
30°C	86°F	0.99
40°C	104°F	0.98

Projected LED Lumen Maintenance

Values calculated according to IESNA TM-21-11 methodology and valid up to 40°C.

Operating Hours	0	25,000	50,000	100,000
Lumen Maintenance Factor	1.0	>0.95	>0.92	>0.87

Electrical Load

Performance package	System Watts	Current (A)					
		120	208	240	277	347	480
P1	11	0.1	0.06	0.05	0.04	—	—
	14	—	—	—	—	0.04	0.03
P1 DS	14	0.12	0.07	0.06	0.06	—	—
	25	0.21	0.13	0.11	0.1	—	—
P2	30	—	—	—	—	0.09	0.06
	25	0.21	0.13	0.11	0.1	—	—
P2 DS	50	0.42	0.24	0.21	0.19	—	—
	56	—	—	—	—	0.16	0.12
P3 DS	52	0.43	0.26	0.23	0.21	—	—

Motion Sensor Default Settings

Option	Dimmed State	High Level (when triggered)	Photoctrl Operation	Ramp-up Time	Dwell Time	Ramp-down Time
*PIR or PIRH	3V (37%) Output	10V (100%) Output	Enabled @ 5FC	3 sec	5 min	5 min
PIR1FC3V or PIRH1FC3V	3V (37%) Output	10V (100%) Output	Enabled @ 1FC	3 sec	5 min	5 min

*for use with site wide Dusk to Dawn control

PER Table

Control	PER (1 wire)	PER5 (3 wire)			PER7 (7 wire)		
		Wire 4	Wire 5	Wire 6	Wire 4/Wire 5	Wire 6/Wire 7	
Photocontrol Only (On/Off)	✓	▲	▲	▲	▲	▲	
ROAM	✗	✓	▲	▲	▲	▲	
ROAM with Motion	✗	▲	▲	▲	▲	▲	
Futureproof*	✗	▲	✓	✓	▲	▲	
Futureproof* with Motion	✗	▲	✓	✓	▲	▲	

✓ Recommended

✗ Will not work

▲ Alternate

*Futureproof means: Ability to change controls in the future.

Lumen Output

Lumen values are from photometric tests performed in accordance with IESNA LM-79-08. Data is considered to be representative of the configurations shown, within the tolerances allowed by Lighting Facts.

Performance Package	System Watts (MVOLT)	Dist. Type	27K (2700K, 70 CRI)					35K (3500K, 90 CRI)					40K (4000K, 70 CRI)					50K (5000K, 70 CRI)				
			Lumens	R	U	G	LPW	Lumens	R	U	G	LPW	Lumens	R	U	G	LPW	Lumens	R	U	G	LPW
P1	12W	VF	1,494	0	0	0	125	1,529	0	0	0	127	1,639	0	0	0	137	1,639	0	0	0	137
			1,513	0	0	0	126	1,545	0	0	0	129	1,659	0	0	0	138	1,660	0	0	0	138
P2	25W	VF	3,163	1	0	1	127	3,237	1	0	1	129	3,469	1	0	1	139	3,468	1	0	1	139
			3,201	1	0	0	128	3,276	1	0	0	131	3,512	1	0	0	140	3,512	1	0	0	140
P3	50W	VF	6,025	1	0	1	121	6,165	1	0	1	123	6,609	1	0	1	132	6,607	1	0	1	132
			6,098	1	0	1	122	6,240	1	0	1	125	6,689	1	0	1	134	6,691	1	0	1	134



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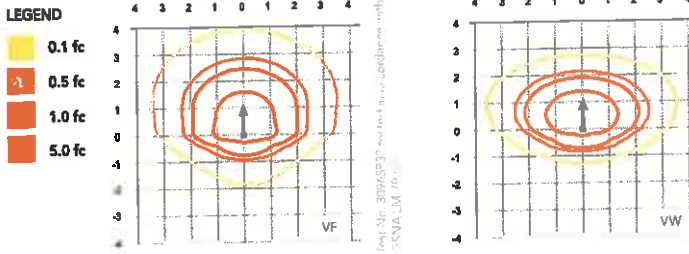
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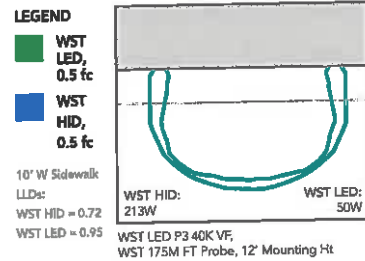
Photometric Diagrams

To see complete photometric reports or download .ies files for this product, visit Lithonia Lighting's [WST LED homepage](#).

Isofootcandle plots for the WST LED P3 40K VF and VW. Distances are in units of mounting height (10').



Distribution overlay comparison to 175W metal halide.



FEATURES & SPECIFICATIONS

INTENDED USE

The classic architectural shape of the WST LED was designed for applications such as hospitals, schools, malls, restaurants, and commercial buildings. The long life LEDs and driver make this luminaire nearly maintenance-free.

CONSTRUCTION

The single-piece die-cast aluminum housing integrates secondary heat sinks to optimize thermal transfer from the internal light engine heat sinks and promote long life. The driver is mounted in direct contact with the casting for a low operating temperature and long life. The die-cast door frame is fully gasketed with a one-piece solid silicone gasket to keep out moisture and dust, providing an IP65 rating for the luminaire.

FINISH

Exterior parts are protected by a zinc-infused Super Durable TGIC thermoset powder coat finish that provides superior resistance to corrosion and weathering. A tightly controlled multi-stage process ensures a minimum 3 mils thickness for a finish that can withstand extreme climate changes without cracking or peeling. Standard Super Durable colors include dark bronze, black, natural aluminum, sandstone and white. Available in textured and non-textured finishes.

OPTICS

Well crafted reflector optics allow the light engine to be recessed within the luminaire, providing visual comfort, superior distribution, uniformity, and spacing in wall-mount applications. The WST LED has zero uplight and qualifies as a Nighttime Friendly™ product, meaning it is consistent with the LEED® and Green Globes™ criteria for eliminating wasteful uplight.

ELECTRICAL

Light engine(s) consist of 98 high-efficacy LEDs mounted to a metal core circuit board and integral aluminum heat sinks to maximize heat dissipation and promote long life (100,000 hrs at 40°C, L87). Class 2 electronic driver has a power factor >90%, THD <20%. Easily-serviceable surge protection device meets a minimum Category B (per ANSI/IEEE C62.41.2).

INSTALLATION

A universal mounting plate with integral mounting support arms allows the fixture to hinge down for easy access while making wiring connections.

LISTINGS

CSA certified to U.S. and Canadian standards. Luminaire is IP65 rated. PIR and back box options are rated for wet location. Rated for -30°C to 40°C ambient.

DesignLights Consortium® (DLC) Premium qualified product. Not all versions of this product may be DLC Premium qualified. Please check the DLC Qualified Products List at www.designlights.org/QPL to confirm which versions are qualified.

WARRANTY

5-year limited warranty. Complete warranty terms located at: www.acuitybrands.com/support/warranty/terms-and-conditions

Note: Actual performance may differ as a result of end-user environment and application. All values are design or typical values, measured under laboratory conditions at 25 °C. Specifications subject to change without notice.



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Memorandum

TO: Planning Commission, City of Eastpointe
FROM: Laura Haw, AICP, NCI
Stephanie Peña
SUBJECT: 9 Mile Road: Public Engagement – Community Survey
DATE: January 26, 2021

SURVEY INVITATION

As part of the public engagement process for the 9 Mile Strategic Corridor Plan, a community survey is being conducted. *The purpose of this survey is to understand how residents and property owners perceive 9 Mile and how we can prioritize the changes desired by the community as part of the City's planning efforts.* The survey is currently available at: <https://www.surveymonkey.com/r/9MilePlan>. A copy of the survey is also enclosed.

We encourage the Commission members to participate in the survey and to share this information with neighbors, friends and relatives in the City.

While publicized on social media to the larger community, invitation letters for the survey were also mailed to all residences within a ¼-mile (walking distance) of the corridor. To-date, over 320 individuals have participated in the survey and we hope to gather more in the coming week.

NEXT STEPS

Community survey results will be shared with the Planning Commission at the February 4, 2021 meeting.

Please note, a separate business owner survey is also being conducted with all the businesses and stakeholders along the 9 Mile Corridor.

If you have any questions, please feel free to contact us. Thank you.

COMMUNITY SURVEY INVITATION: THE 9 MILE CORRIDOR PLAN

January 7, 2021

Dear Eastpointe Resident:

Happy New Year! Entering 2021, the City is excited to be working alongside the community to envision the future of the 9 Mile Road Corridor, from Beechwood Avenue on the west end, all the way to I-94. We hope to build on the success of the *2040 Master Land Use Plan* to develop an equitable transportation and corridor plan that **ensures safe and accessible roadways for pedestrians, bicyclists, drivers, and public transit users.**

As a resident near the 9 Mile Corridor, we value your opinions and ask for 10 minutes of your time to fill out the following survey: <https://www.surveymonkey.com/r/9MilePlan>. *The purpose of this survey is to understand how you perceive 9 Mile and how we can prioritize the changes you desire.* The survey closes online on January 31, 2021.

We greatly appreciate your time and continued support of the City of Eastpointe. Survey results of the both the community and business surveys will be presented at the virtual Planning Commission meeting on February 4, 2021 at 7:00 PM. Please visit the City website for additional meeting details.

If you would like to stay updated and connected with the 9 Mile Corridor planning process, make sure to add your email to the survey above.

Please call _____ at _____ with any questions.

Thank you, and have a great day!

City of Eastpointe: 9 Mile Corridor Community Survey

Eastpointe is re-envisioning the future of the 9 Mile Corridor and needs your input!

As an expert on your community, the City of Eastpointe would like to know your thoughts and ideas to directly improve the 9 Mile Road planning process. This survey should take about 10 minutes to complete, we greatly appreciate your time and efforts!

*** 1. What is your relationship to the 9 Mile Corridor? Check all that apply:**

- I own/rent a business on 9 Mile
- I own property on 9 Mile
- I live on 9 Mile
- Other (please specify)
- I visit 9 Mile for shopping and dining
- I use 9 Mile for public transit access

*** 2. How satisfied are you with the following aspects of 9 Mile?**

	Highly satisfied	Satisfied	Neutral	Unsatisfied	Highly unsatisfied
Types and diversity of businesses	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Grocery store / food market options	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Hours businesses are open	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Parking	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Sidewalks	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bike lanes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Green space	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public art	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety as a pedestrian	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Condition of bus stops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Frequency of bus stops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

* 3. What do you like most about 9 Mile? Check all that apply:

- | | |
|---|---|
| <input type="checkbox"/> Walkability | <input type="checkbox"/> Affordable housing |
| <input type="checkbox"/> Access to public transit | <input type="checkbox"/> Quality of housing |
| <input type="checkbox"/> Variety of 9 Mile businesses | <input type="checkbox"/> Public art |
| <input type="checkbox"/> Other (please specify) | |

* 4. If you could change one thing about 9 Mile, it would be:

* 5. What could be improved about 9 Mile? Check all that apply:

- | | |
|---|--|
| <input type="checkbox"/> Quality of housing | <input type="checkbox"/> Bicycle access / amenities |
| <input type="checkbox"/> Diversity of housing options | <input type="checkbox"/> Lower traffic speed limits |
| <input type="checkbox"/> Affordability of housing | <input type="checkbox"/> Public art |
| <input type="checkbox"/> Safer sidewalks and crosswalks | <input type="checkbox"/> Bus routes / frequency of bus lines |
| <input type="checkbox"/> Outdoor gathering places | <input type="checkbox"/> Amenities at bus stops |
| <input type="checkbox"/> Available parking for businesses | <input type="checkbox"/> Wayfinding signage |
| <input type="checkbox"/> Landscaping / beautification | |
| <input type="checkbox"/> Other (please specify) | |

*** 6. What new development would you like to see along 9 Mile? Check all that apply:**

- | | |
|---|---|
| <input type="checkbox"/> Multiple family housing (duplexes, townhomes, etc.) | <input type="checkbox"/> Experiential uses (indoor recreation, fitness studios, etc.) |
| <input type="checkbox"/> Housing located above existing businesses (second floor residential units) | <input type="checkbox"/> Retail uses (salons, bakeries, personal services, etc.) |
| <input type="checkbox"/> Sit-down restaurants | <input type="checkbox"/> Professional offices |
| <input type="checkbox"/> Carry out restaurants | <input type="checkbox"/> Grocery stores / food shops |
| <input type="checkbox"/> Drive-thru restaurants | <input type="checkbox"/> Farmers market |
| <input type="checkbox"/> Outdoor seating for dining | <input type="checkbox"/> Health care facility (pharmacy, clinics, etc.) |
| <input type="checkbox"/> Breweries / distilleries | <input type="checkbox"/> Parks and green spaces |
| <input type="checkbox"/> Other (please specify) | |

*** 7. How should existing car-oriented businesses (ex: gas stations, auto repair shops, car washes, etc.) be accommodated on 9 Mile?**

- Allow existing businesses to continue, but prohibit new/future car-oriented businesses
- Allow car-oriented businesses as a special land use (case-by-case basis)
- Allow car-oriented businesses

*** 8. Check all that apply. To get to a business/destination on 9 Mile, I:**

- | | |
|---|---|
| <input type="checkbox"/> Drive | <input type="checkbox"/> Bike ride |
| <input type="checkbox"/> Take the bus | <input type="checkbox"/> I never go to businesses on 9 Mile |
| <input type="checkbox"/> Walk | |
| <input type="checkbox"/> Other (please specify) | |

* 9. In the past 12 months, I have walked or biked to a business/destination along 9 Mile:

- Very often (more than once a week)
- Bi-weekly
- Monthly
- Every other month
- Quarterly
- Maybe once or twice a year
- I have never walked or biked on 9 Mile

* 10. As a pedestrian, how safe is 9 Mile?

- Very safe
- Moderately safe
- Somewhat dangerous
- Very dangerous

Comments:

* 11. What are the greatest improvements you would like at bus stops on 9 Mile? Check all that apply:

- Concrete pad
- Covered shelter
- Comfortable seating
- Bicycle parking
- Other (please specify)
- Lighting
- Signage
- Trash / recycling cans

*** 12. Check all that apply. The greatest transportation priorities for 9 Mile are:**

- | | |
|---|---|
| <input type="checkbox"/> Wider sidewalks | <input type="checkbox"/> Improved frequency of bus lines |
| <input type="checkbox"/> More sidewalks crossing to get across 9 Mile | <input type="checkbox"/> More business parking |
| <input type="checkbox"/> Safer streets (as a pedestrian or cyclist) | <input type="checkbox"/> Upgrading and maintaining existing road infrastructure |
| <input type="checkbox"/> Improved bus stop amenities (ex: cover shelter, benches, etc.) | |
| <input type="checkbox"/> Other (please specify) | |

*** 13. How should parking for new and expanded businesses be accommodated for on 9 Mile? Check all that apply:**

- Allow for shared parking between businesses
- Develop City owned lots for public parking
- Create new parking lots behind buildings, which may go back into the residential neighborhoods
- Reduce the number of required spaces, especially where bus, bike and pedestrian access is provided

*** 14. If taller buildings were permitted on 9 Mile, where do you think increased heights are more appropriate?**

- Throughout the entire corridor
- In key locations (i.e. major intersections such as Gratiot and/or Kelly)
- No, buildings taller than 2 stories should not be permitted on 9 Mile

*** 15. If the maximum heights of buildings were raised above 2-stories on 9 Mile, what should the maximum height be?**

- | | |
|---------------------------------|---|
| <input type="radio"/> 3 stories | <input type="radio"/> 4 stories, but only in special cases such as a mixed-use residential building |
| <input type="radio"/> 4 stories | <input type="radio"/> I don't think we should allow taller buildings |

16. Have you ever had an amazing idea on how to make the 9 Mile Corridor in Eastpointe better? Here is your chance to let the City know! Your idea can be big or small, simple or wild. Whatever it may be, take a few moments to write out some interesting thoughts as it may help in planning the future of 9 Mile.



City of Eastpointe: 9 Mile Corridor Community Survey

Demographics

Please take a final moment to provide some general information about yourself. All information will remain confidential, but knowing a bit more about you will help us better understand the Eastpointe community.

17. What is your age range?

18. What is your gender identity?

Woman

Non-Binary

Man

I prefer not to respond

Other:

19. What is your race and/or ethnicity?

White

Native American

Black or African American

Asian

Hispanic or Latin (a/o) Latinx

Native Hawaiian or Other Pacific Islander

Other (please specify)

20. What is your household's yearly earnings?

21. Optional: Share your email address below if you would like to receive updates on the progress of the 9 Mile Corridor Plan.

BUSINESS SURVEY INVITATION: THE 9 MILE CORRIDOR PLAN

January 7, 2021

Dear Eastpointe Business Owner:

Happy New Year! Entering 2021, the City is excited to be working alongside the business community to envision the future of the 9 Mile Road Corridor, from Beechwood Avenue on the west end, all the way to I-94. We hope to build on the success of the *2040 Master Land Use Plan* to develop an equitable transportation and corridor plan that **ensures safe and accessible roadways for pedestrians, bicyclists, drivers, and public transit users.**

As a business owner in the 9 Mile Corridor, we value your opinions and ask for 10 minutes of your time to fill out the following survey: <https://www.surveymonkey.com/r/9MilePlanBusiness>. You can also fill out the enclosed paper copy of the survey and a City staff member will stop by to collect it the last week of January. The survey closes online on January 31, 2021. *The purpose of this survey is to understand how you, a local business owner, perceive 9 Mile and how we can prioritize the changes you desire.*

We greatly appreciate your time and continued commitment to the City of Eastpointe. Survey results of the both the community and business surveys will be presented at the virtual Planning Commission meeting on February 4, 2021 at 7:00 PM. Please visit the City website for additional meeting details.

If you would like to stay updated and connected with the 9 Mile Corridor planning process, make sure to add your email to the survey above.

Please call _____ at _____ with any questions.

Thank you, and have a great day!

City of Eastpointe - 9 Mile Corridor Business Survey

Welcome!

The purpose of this survey is to understand how business owners along 9 Mile Road perceive the corridor and what they identify as their top priorities for improvement. This survey should take about 10 minutes to complete and the results will directly improve 9 Mile Road planning efforts. Thank you for participating!

Please take a moment to provide your detailed contact information as it will help update the City of Eastpointe records. The information you provide will assist in ensuring the city can reach your business in times of emergency or in regards to potential economic development or funding opportunities.

*** 1. Business Name:**

*** 2. Business Type (select all that apply):**

Real Estate

Food/Restaurant

Contractor

Automotive

Bar

Manufacturing

Health Care

Professional Services

Insurance

Retail

Financial Services

Other:

3. Year business was established in Eastpointe:

4. Number of locations (total):

5. Number of Full-Time Employees (including yourself):

6. Number of Part-Time Employees:

7. Business Phone Number:

8. Business Email:

9. Primary Contact Name:

10. Primary Contact Phone Number:

11. Primary Contact Email:

12. Select or indicate any special certification your business holds:

Minority-Owned Business Enterprise

Woman-Owned Business Enterprise

Other:

13. Do you rent or own the building/space your business occupies?

Own entire building

Rent space in a building with other businesses/uses

Rent entire building

City of Eastpointe - 9 Mile Corridor Business Survey

Day-to-Day Business

* 14. How do you travel to work? Select all that apply:

- | | | |
|---|-------------------------------|---|
| <input type="checkbox"/> Personal Vehicle | <input type="checkbox"/> Bike | <input type="checkbox"/> Ride Share (Uber, Lyft, other) |
| <input type="checkbox"/> Walk | <input type="checkbox"/> Bus | <input type="checkbox"/> Carpool |

* 15. To your best knowledge, how do your employees travel to work? Check all the apply:

- | | | |
|---|-------------------------------|---|
| <input type="checkbox"/> Personal Vehicle | <input type="checkbox"/> Bike | <input type="checkbox"/> Ride Share (Uber, Lyft, other) |
| <input type="checkbox"/> Walk | <input type="checkbox"/> Bus | <input type="checkbox"/> Carpool |

* 16. How do your customers arrive to your business? Select all that apply:

- | | | |
|---|-------------------------------|---|
| <input type="checkbox"/> Personal Vehicle | <input type="checkbox"/> Bike | <input type="checkbox"/> Ride Share (Uber, Lyft, other) |
| <input type="checkbox"/> Walk | <input type="checkbox"/> Bus | <input type="checkbox"/> Carpool |

* 17. Where do your clients/customers park? Select all that apply:

- | | |
|--|--|
| <input type="checkbox"/> In our Parking Lot | <input type="checkbox"/> Along the Residential Streets |
| <input type="checkbox"/> Parking Directly in Front of our Business | <input type="checkbox"/> I am not sure |
| <input type="checkbox"/> Street Parking | |

Other:

*** 18. What are the greatest challenges your business faces? Select your top 2 challenges:**

- | | |
|---|--|
| <input type="checkbox"/> Recruiting or Retaining Employees | <input type="checkbox"/> Improving/Maintaining the Property |
| <input type="checkbox"/> Restrictive Business Regulations | <input type="checkbox"/> Lack of Outdoor Space for Dining Uses |
| <input type="checkbox"/> Internet Competition | <input type="checkbox"/> Lack of Space to Expand |
| <input type="checkbox"/> HR Requirements/Laws | <input type="checkbox"/> I currently do not face any severe challenges |
| <input type="checkbox"/> Expensive or Unavailable Utilities | |

Other:

*** 19. What are the current risks/challenges facing your building? Select your top 2 challenges:**

- | | |
|---|--|
| <input type="checkbox"/> Mortgage/Rent Payments | <input type="checkbox"/> Interior Aesthetic Renovations |
| <input type="checkbox"/> High Utility Fees | <input type="checkbox"/> Interior Foundation Renovations |
| <input type="checkbox"/> Poor Installation | <input type="checkbox"/> Existing Parking Lot Upgrades |
| <input type="checkbox"/> Exterior Renovations | <input type="checkbox"/> I currently do not face any severe challenges |

Other:

City of Eastpointe - 9 Mile Corridor Business Survey

9 Mile and Potential Future Improvements

* 20. How would you rate Eastpointe's business friendliness?

* 21. Why did you choose to locate your business in Eastpointe? Select all that apply:

- | | |
|--|--|
| <input type="checkbox"/> Close to Home | <input type="checkbox"/> Purchased an Existing Business |
| <input type="checkbox"/> Community Strength | <input type="checkbox"/> Good Market for my Business |
| <input type="checkbox"/> Accessibility to Nearby Communities | <input type="checkbox"/> Welcoming Business Environment |
| <input type="checkbox"/> Safety | <input type="checkbox"/> Market Entry is Relatively Inexpensive Compared to Nearby Communities |

Other:

* 22. What do you like most about 9 Mile Road? Select all that apply:

- | | | |
|--|---|--|
| <input type="checkbox"/> Vibrant Commercial District | <input type="checkbox"/> Foot Traffic | <input type="checkbox"/> Quality Traffic Controls |
| <input type="checkbox"/> Ample Street Lighting | <input type="checkbox"/> Wayfinding Signage | <input type="checkbox"/> Quality Access to Transit Service |
| <input type="checkbox"/> Safety | <input type="checkbox"/> Public Art | <input type="checkbox"/> Quality Transit Stops |
| <input type="checkbox"/> Quality Infrastructure | <input type="checkbox"/> Sense of Identity | <input type="checkbox"/> Commercial Signs |
| <input type="checkbox"/> Quantity and Quality of Landscaping | <input type="checkbox"/> Open Space | <input type="checkbox"/> Storm Drainage |
| <input type="checkbox"/> Mix of Uses | <input type="checkbox"/> Bicycle Access | <input type="checkbox"/> Traffic Speeds |

Other:

*** 23. What challenges do you encounter with your business location? Select all that apply:**

- | | |
|--|--|
| <input type="checkbox"/> Parking | <input type="checkbox"/> Regulation |
| <input type="checkbox"/> Signage/Marketing | <input type="checkbox"/> Lack of a Market for my Business |
| <input type="checkbox"/> Traffic | <input type="checkbox"/> Market Saturation |
| <input type="checkbox"/> Access | <input type="checkbox"/> I currently do not face any severe challenges |

Other:

*** 24. Assuming no severe economic downturns, do you plan to close or relocate your business within the next 5 - 10 years?**

- Yes No

If yes, please explain:

*** 25. What would you like to see improved along the corridor? Select all that apply:**

- | | | |
|--|--|---|
| <input type="checkbox"/> Amount and Quality of Landscaping | <input type="checkbox"/> Public Art | <input type="checkbox"/> Commercial Signs |
| <input type="checkbox"/> Quality of Infrastructure | <input type="checkbox"/> Sense of Identity | <input type="checkbox"/> Storm Drainage |
| <input type="checkbox"/> Mix of Uses | <input type="checkbox"/> Open Space | <input type="checkbox"/> Traffic Speeds |
| <input type="checkbox"/> More Foot Traffic | <input type="checkbox"/> Bicycle Access | <input type="checkbox"/> Crime |
| <input type="checkbox"/> Street Lights | <input type="checkbox"/> Traffic Controls | |
| <input type="checkbox"/> Wayfinding Signage | <input type="checkbox"/> Access to Transit Service | |

Other:

*** 26. What complimentary businesses should Eastpointe attract? Select all that apply:**

Hotel/Motels

Live/Work Spaces

Coffee Shops

Grocery Stores / Local Markets

Arts + Culture Businesses

Business + Restaurant Incubators

Other:

27. May we contact you for follow-up questions?

Yes

No

28. In the space below, please provide any additional thoughts, ideas or planning concerns you would like us to address in developing the 2021 9 Mile Corridor Plan. Thank you again for your participation !

29. Share your email address below if you would like to receive updates on the progress of the 9 Mile Corridor Plan.

PLANNING COMMISSION

<u>FINAL APPLICATION DATE</u>	<u>AD PLACED</u>	<u>MEETING DATE</u>
December 8, 2020	December 21, 2020	January 7, 2021
January 5, 2021	January 18, 2021	February 4, 2021
February 2, 2020	February 15, 2021	March 4, 2021
March 2, 2021	March 15, 2021	April 1, 2021
April 6, 2021	April 19, 2021	May 6, 2021
May 4, 2021	May 17, 2021	June 3, 2021
June 8, 2021	June 21, 2021	July 8, 2021
July 6, 2021	July 19, 2021	August 5, 2021
August 3, 2021	August 16, 2021	September 2, 2021
September 7, 2021	September 20, 2021	October 7, 2021
October 5, 2021	October 18, 2021	November 4, 2021
November 2, 2021	November 15, 2021	December 2, 2021
December 7, 2021	December 20, 2021	January 6, 2022

CITY OF EASTPOINTE
PLANNING COMMISSION

MEETINGS HELD FIRST THURSDAY OF EACH MONTH

<u>COMMISSIONERS</u>		<u>TERM</u>
Jeffrey L. Lubeck – Chairman 18570 Morningside (Leave packet inside side door) (586) 876-0934	jeffl48021@wowway.com	12-31-20
Leo Lalonde 24801 Rosalind (586) 774-5803	leolalonde154@gmail.com	12-31-20
Michael Brohl 24845 Petersburg (586)838-0304	mike3620@gmail.com	12-31-24
Timothy M. Palazzolo – Vice Chairman 15560 Charles R (586) 214-9585	19tmp77@gmail.com	12-31-24
Kimle Nailer 16084 Stricker (313)402-4997	knailer@nailrite.com	12-31-24
Sheila Ulinski – Secretary 21492 Redmond (586)202-3735	pooh64@wideopenwest.com	12-31-20
John D’Hondt 24327 Phlox (586) 775-4154	jd hondt48021@gmail.com	12-31-20
<u>COUNCIL LIAISON</u> Cardi DeMonaco Jr. cdemonaco@eastpointecity.org	<u>CITY ATTORNEY</u> Richard Albright 24055 Jefferson Ste. 2000 St. Clair Shores MI 48080 (586) 778-3110 ralbright@jhriebrienlaw.com	<u>CITY PLANNER</u> Laura Haw McKenna Associates 235 East Main St. Ste. 105 Northville MI 48167 (248) 596-0920 Fax: (248) 596-0930 lhaw@mcka.com
<u>DIRECTOR OF PLANNING AND ZONING</u> Erin Hardcastle Office: (586) 204-3022 Cell: (586) 243-2058 ehardcastle@eastpointecity.org		

EASTPOINTE PLANNING COMMISSION BYLAWS

Article I - Objectives and Purpose

The objectives and purpose of the Eastpointe Planning Commission ("Commission") are set forth in Chapter XIII of the Eastpointe City Charter and Michigan Planning Enabling Act (MCL 125.3801, etseq.) not in conflict with the Eastpointe City Charter.

Article II-Membership

Section 1. The City Council shall, by majority of all its members, appoint seven (7) citizens to serve as members of the Planning Commission. Members of the Commission shall be appointed for a term of five (5) years to be staggered according to Chapter XIII, Section 1 of the Eastpointe City Charter. Terms shall begin on the first day of January following appointment. If a vacancy occurs, otherwise then by expiration of term, it shall be filled by appointment of someone suitable to fill the place for the unexpired term. Any member of the Planning Commission may be removed by the City Council after a public hearing, and shall during his/her term receive no compensation.

Article III - Officers and their Duties

Section 1. The offices of the Commission shall consist of a Chairperson, Vice Chairperson and a Secretary.

Section 2. The Chairperson shall preside at all meeting and hearings of the Commission and have the duties normally conferred by parliamentary usage on such officers.

Section 3. The Chairperson shall have the privilege of discussion on all matters before the Commission votes thereon.

Section 4. The Vice Chairperson shall act as the Chairperson in his/her absence.

Section 5. The Recording Secretary shall track attendance of the commissioners, record motions and take roll call and shall assist in the performance of duties as may be assigned by the Chair of the Commission.

Section 6. The Chairperson and Secretary shall execute documents in the name of the Commission.

Article IV- Election of Officers

Section 1. Officers shall be elected at the first meeting of the new year.

- a. Nominations shall be made from the members of the Commission.
- b. A Commissioner may accept a nomination in-absentia if they have advised the Commission members in writing (e-mail is acceptable) prior to the meeting.

Section 2. A candidate receiving a majority vote of the entire membership of the Commission shall be declared elected and shall serve for one year or until his successor shall take office.

Section 3. Vacancies in offices shall be filled immediately by regular election procedure.

Article V - Meetings

Section 1. Regular meetings shall be held on the first Thursday of each month at 7:00 PM in the Eastpointe City Hall, Eastpointe, Michigan.

When the regular meeting falls on a holiday, the meeting shall be held on such other day as determined by the Commission.

Section 2. The Planning Commission shall meet at least 4 times per year.

Section 3. A majority of the membership of the Commission shall constitute a quorum and the number of votes necessary to transact business shall be a majority of the entire membership of the Commission, except when a motion involves amending of the Master Plan, which shall require an affirmative vote of a least 2/3 of the membership.

Section 4. Voting shall be by roll call vote and shall be kept as part of the Minutes.

Section 5. Special meetings may be called by the Chairperson. It shall be the duty of the Chairperson to call such a meeting when requested to do so in writing by a majority of the members of the Commission. The notice of such a meeting shall specify the purposes of such a meeting and no other business may be considered except by unanimous consent of the Commission. The secretary shall notify all members of the Commission in writing not less than five days in advance of such special meeting.

Section 6. All meetings at which official action is taken and all records and accounts of such meetings shall be open to the general public.

Section 7. Absences of a commissioner of four (4) meetings in a 12 month may result in a recommendation to City Council for dismissal from the Commission. A commissioner shall notify the building director and the chairperson in advance if they are going to be absent from the meeting.

Article VI - Order of Business

Section 1. The order of business at regular meetings shall be:

- a. Roll Call.
- b. Approval of the Agenda.
- c. Hearing of the Public.
- d. Approval of Minutes.
- e. Unfinished Business.
- f. Public Hearings.

- g. New Business.
- h. Hearing of the Public.
- i. Commissioner's Comments.
- j. Adjournment.

Section 2. Parliamentary Procedure. Parliamentary procedure shall be governed by the Sturgis Standard Code of Parliamentary Procedure by Alice Sturgis for issues not specifically covered by these bylaws. Where these bylaws conflict, or are different than the Sturgis Standard Code of Parliamentary Procedure, then these bylaws control.

Section 3. Public Participation. All regular and special meetings, hearings, records, and all accounts shall be open to the public.

Section 4. Delivery of Agenda. The agenda and accompanying materials shall be delivered mailed to Commission members so it is reasonably expected to be received at least five (5) days prior to the regular meeting date.

Section 5. Minutes and Record. The Commission Secretary shall keep, or cause to be kept, a record of Commission meetings.

Section 6. Retention. Commission records shall be preserved and kept on file according to the following schedule:

- a. Minutes, bonds, oaths of officials, zoning ordinances, master or comprehensive plans, or other records of decision, Commission or department publication: Permanent.
- b. General ledger: 20 years.
- c. Account journals: 10 years.
- d. BIT and/or invoices, receipts, purchase orders, vouchers: 7 years.
- e. Correspondence: Permanent.

Article VII - Hearings

Section 1. Plan Hearings. Before the adoption of any part of a plan, as defined in the Planning Act, or any amendment to a plan, or recommending approval of an amendment to the City Council, the Commission shall hold a public hearing on the matter. Notice of the time and place of the hearing shall be given, not less than 15 days prior to such hearing, by at least one publication in a newspaper of general circulation.

Section 2. Special Hearing. Notice of special hearings for the purpose of presenting preliminary master plans, obtaining public opinion on a problem, or discussion of a particular problem with interested parties will be given in the most practical manner and to the person, or gimp representative most interested and as required by the Planning Act, Zoning Act, and relevant local zoning ordinance.

Section 3. Notice of Decision. A written notice containing the decision of the Commission will be sent to petitioners and originators of a request for the Commission to study a special problem.

Section 4. In addition to the hearings required by law, the Commission may at its discretion hold

public hearings when it decides that such hearings will be in the public interest.

Article VIII - Annual Report

The Planning Commission shall make a written report to the City Council of the work of the Commission during the preceding calendar year.

Article IX - Employees

Section 1. The Secretary, an employee of the building department, shall keep the minutes and records of the Commission, prepare the agenda of regular and special meetings with the Chairperson, provide notice of meetings to Commission members, arrange proper and legal notice of hearings, attend to correspondence of the Commission and such other duties as are normally carried out by a Secretary.

Section 2. The Commission may employ such staff and/or experts as it sees fit to aid the Commission and that is subject to City Council approval.

Article X - Amendments

Section 1. These Bylaws may be amended by at least 2/3 vote of the entire membership of the Commission, provided notice of the proposed change is given at a previous meeting.

Article XI - Adoption

These Bylaws were adopted on March 7, 2019 and will take immediate effect and supercede all previous Bylaws.

Planning Commission Chair

Planning Commission Secretary