

PUBLIC COMMENTS

West Bloomfield School Board Candidate Earnestina Moore addressed the commissioners and outlined her points:

- Fiscal Responsibility/Transparency
- District Enrollment
- Enriched Curriculum
- Parental Involvement

PLANNING DEPARTMENT UPDATE

John Jackson provided the update:

- Need to prioritize and allocate time correctly
- Per City Council the Planners can move forward with the Master Plan and work on its issues
- Working on the Zoning Ordinance update-focusing on amendment for business reoccupation and exterior modification
- Change the term “cheat” sheet to “quick reference” guide.
- Update sign ordinances

Planning & Zoning Report

July 2024

McKenna assists the City of Keego Harbor on zoning, planning, and economic development matters. This document serves as the official Planning Commission report on Planning and Zoning activities and services in July 2024. Contact your McKenna Team via email anytime:

- **John Jackson, AICP, NCI**, Project Director (jjackson@mcka.com)
- **Mara Braciszewski, AICP**, Project Manager (mbraciszewski@mcka.com)
- **Ashley E. Amey, NCI**, Project Planner (aamey@mcka.com)

Date	Address	Zoning	Inquiry	Planner's Review
July 1	3091 Cass Lake Ave.	NR, Neighborhood Residential	Zoning permit for 2 nd floor addition, including covered porch and deck.	More information on house addition is needed.
July 1	3246 Millwall	NR, Neighborhood Residential	Verify lot size.	Corresponded about lot size per Oakland County Parcel Viewer.
July 8	1966 Willow Beach	NR, Neighborhood Residential	Can the second story of a house be larger than the first story?	Planner followed up.
July 8	3391 Orchard Lake	C-2, General Business	Sign questions – what can the property owner do?	Planner followed up and provided applicant with information on permitted signage within the C-2 district.
July 8	1783 Beechcroft	NR, Neighborhood Residential	Has questions about a vacant lot.	Planner called and emailed information regarding the houses's compliance and next steps.
July 8	1630 Beechcroft	NR, Neighborhood Residential	Contractor has questions about fence permits.	Planner corresponded with contractor. Contractor to submit fence permit shortly.
July 8	3371 Orchard Lake	C-2, General Business	Zoning permit for hair salon.	Zoning permit was approved.
July 8	1540 Cass Lake Rd.	NR, Neighborhood Residential	Family wishes to develop property with four different structures (multi-family). What are the setbacks? Does the property need a rezoning?	Planner responded with setback information. The use they are requesting is not permitted, but they could pursue a rezoning.
July 8	3389 Orchard Lake	C-1, Local Business	What is acceptable signage for a gas station canopy?	Planner corresponded and advised to submit a sign review.
July 8	3028 Stapleton	NR, Neighborhood Residential	Coming into office to discuss shed application.	Planner met with applicant.
July 8	3075 Pridham	NR, Neighborhood Residential	Zoning Permit for replacing front porch.	Planner reviewed and approved porch.
July 15	3125 Orchard Lake	C-2, General Business	Review A-frame sign permit.	Planner needs more information.

July 15	2132 Brock	NR, Neighborhood Residential	Vacant lot for sale. What is the building envelope?	Spoke wth caller about building envelope and zoning requirements. Noted a waterfront setback variance may be necessary.
July 15	2780 Orchard Lake	C-2, General Business	Sign permit for Golden Needle Tattoo	Planner requested more information, which the applicant provided.
July 15	2131 Beechmont	NR, Neighborhood Residential	What are the residential pool requirements?	Planner corresponded over call and email.
July 15	N/A	N/A	Can a fence be constructed on a property line?	Planner corresponded with the caller.
July 15	2910 Stennett	NR, Neighborhood Residential	Questions regarding driveway, sidewalk, and easement.	Planner called and emailed caller answers.
July 15	2132 Brock	NR, Neighborhood Residential	Vacant lot for sale and would like more information on the building envelope.	Spoke wth caller about building envelope and zoning requirements. Noted a waterfront setback variance may be necessary.
July 17	3415 Orchard Lake	C-2, General Business	Early Bird Café wants to construct a fence.	Planner corresponded with applicant and requested a fence permit application,
July 18	1784 Cass Lake Front	NR, Neighborhood Residential	Inspect fence and patio for Zoning Compliance.	Planners inspected property on July 29 th and will correspond with property owner further.
July 22	1784 Cass Lake Front	NR, Neighborhood Residential	Requesting information on patio requirements.	Planner provided information to applicant.
July 23	1783 Beechcroft	NR, Neighborhood Residential	Applicant sent revisions for proposed house.	House complies with Zoning standards – must go through architectural review soon. Planner sent summary of compliance.
July 24	2094 Cass Lake Rd.	NR, Neighborhood Residential	What are the setbacks? What building size is permitted?	Planner sent email with answers.
July 29	2038 Cass Lake Rd.	C-1, Local Business	Information about signage size requirements?	Planner reached out to caller.
July 29	3251 Orchard Lake	C-2, General Business	Sign and tent permit questions.	Planner reached out and is awaiting more information.
July 30	2880 Beland Ave	NR, Neighborhood Residential	Review zoning permit for house addition.	Planner sent the applicant a summary of compliance and informed about next steps.
July 30	2211 Willow Beach	NR, Neighborhood Residential	Review zoning permit for concrete around home.	Permit under review.
July 30	2166 Park Circle	NR, Neighborhood Residential	What is the process for demolishing / rebuilding versus an addition? What is the ZBA process?	Building sent ordinance information. Planning reached out and is awaiting more information.

ONGOING PLANNING & ZONING PROJECTS

Master Plan Update

Keego Harbor has secured MSHDA funding for a Master Plan. McKenna is currently waiting for a signed contract from the City and will commence the update upon receipt.

Zoning Ordinance Updates

McKenna continues to update the Zoning Ordinance as needed based on Planning Commission recommendations and best practices.

Cheat Sheets / FAQ

Planning & Zoning has begun to develop cheat sheets for common applications, including new house construction, fences, pools, and architectural review, to streamline the Zoning Administration process.

Planning & Zoning has identified the following cheat sheets for future update or creation:

- Residential Architectural Review (*complete*)
- Non-residential Architectural Review
- Business Reoccupation / New Business
- Driveways & Residential Parking
- Garages & Sheds
- New Houses

- Patios, Porches, Decks & Pergolas
- Pools
- Signs
- Site Plan Review
- Special Land Use
- Residential Fences (*complete*)

RECOMMENDATIONS

The monthly reports submitted to the Planning Commission serve the purpose of identifying any trends within Keego Harbor. These trends may include increased demand for housing in specific neighborhoods, a rise in small businesses opening up, or repeated requests for a certain type of variance. Once trends are identified, it is crucial to act. Potential solutions include zoning ordinance amendments, new policy documents, or even applying for grants to fund projects.

Continued Ordinance Updates

The following sections of the Zoning Ordinance have been identified as needing rewriting or amendment.

- **Article XIV – Signs.** One of the most common applications in Planning & Zoning are sign permit applications. While interpreting Zoning Ordinance language, planners have identified the following issues:
 - Conflicting and contradicting language – For example, the Zoning Ordinance has contradictory language on whether or not business logos are permitted on awnings, “*No more than fifty (50) percent, or twenty-four (24) square feet, whichever is less, of the awning may contain logos, symbols, or lettering intended to advertise the business. ... Logos are prohibited on awnings.*”
 - Legal concerns – In the case **Reed v. Town of Gilbert, Arizona**, 576 U.S. 155 (2015), the United States Supreme Court ruled 9-0, that regulations that categorize signs based on the type of information they convey (e.g. temporary, political, and ideological) and then apply different standards to each category are content-based regulations of speech and are not allowed under the First Amendment to the United States Constitution. Presently, Keego Harbor’s Zoning Ordinance regulates content and requires a rewrite.

- In need of a general update - Since this article was initially published, a lot has changed in Keego Harbor. Therefore, the Planning Commission and City Council must explore how signage can be regulated to best suit the city's vision

NEW BUSINESS

None was discussed.

UNFINISHED BUSINESS

2024 Goals/Objectives Status:

- Complete Master Plan
 - Probably will not be finished this year.
- Review NR district standards
 - Much has been accomplished, including the removal of the office district
- Continue to review restrictions that make it difficult for home and businesses to upgrade and improve
 - As of now, second floor additions on nonconforming homes do not have to go to the ZBA
- Review Architectural Standards
 - Planning Commission thought that the new ARC standards were complete, the scores had changed, and stress testing had taken place. However, the City Council never approved the changes. This will be discussed at the Joint Meeting.
- Sidewalks/Walkable Community
 - Not done yet but must be a priority. They are dangerous and embarrassing, especially on the North Side of the City.
 - Commissioner Meabrod stated that the Planning Commission should be able to make sidewalks a required part of a site plan.
 - City Planner Jackson noted that RCOC will pay some of the bill, TIFA can contribute, and then there can be special assessments.
 - Grants were mentioned especially to make the city more ADA accessible.
 - Commissioner Yoder requested that MCKENNA help to figure out funding, as he spoke of Keego Harbor as the “Walkable” City, where sidewalks are a must.
- Dollar Lake City Properties-future land use
 - Not looked at yet
- Future use of City properties on Orchard Lake Rd
 - Not looked at yet
- Simplify site plan review process
 - Commercial- Paint does not require Site Plan Review
 - Strip mall reoccupying -does not require Site Plan Review
 - Mayor Pro Tem Shimansky said that the City should want to streamline the process to make it easier for businesses to come to Keego Harbor

- Moving forward these last 4 months of 2024
 - Master Plan
 - NR
 - Additions
 - ARC Review
 - Sidewalks
 - City Properties
 - Dollar Lake- Boardwalk or perhaps as Commissioner Douglas suggested, a kayak launch/livery or public docking
 - Site Plan Review
 - Signs

Joint Meeting Discussion:

- September 26, 2024. Commissioners Meabrod and Streng will not be in attendance. Chairman Yoder suggested that they each write a statement detailing what they would like to have accomplished at the meeting.
- Chairman Yoder stated that the goal of the Joint Meeting is to come to agreement on the issues and move forward together.
- Regarding Architectural Reviews- using residents vs. just a City Planner:
 - Chairman Yoder says Secretary Santia has been doing ARC reviews for 20 years and could lead them even without a planner.
 - Commissioner Meabrod noted that Planners do not have as much stake as residents. Due to this, residents should be a part of the review process.
 - Commissioner Emerling brought up the fact that residents volunteer for the ARC review board, and are more than willing to show up, so why make it an issue.
 - Mayor Pro Tem Shimansky brought up thoughts of streamlining the process, making it smoother, and more emotionless.
- Prioritize what MCKENNA is working on.
 - Believe 8 hours a week IS enough time
 - Want to hear from City Planners as to what they think is important
 - Should look at original RFQs
- Working with City Council.
 - Want greater clarification and direction
- Request Joint Meeting at least 2 times a year.
 - Once at start of the year
 - Longer than 1 hour
 - Ensure everyone can attend

COMMISSIONER COMMENTS

ADJOURNMENT

Chairman Yoder adjourned the meeting at 8:25 p.m.

Joel Yoder
Joel Yoder (Oct 30, 2024 08:26 EDT)

Joel Yoder
Chairperson, Planning Commission

Stacy Goodall
Stacy Goodall
City of Keego Harbor, Deputy Clerk

Aug 22, 2024 PC meeting minutes

Final Audit Report


2024-10-30

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"Aug 22, 2024 PC meeting minutes" History

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