

City of Keego Harbor

Tuesday, June 2, 2026

CALL THE MEETING TO ORDER

Chairperson Yoder called the meeting to order at 7:00 p.m.

ROLL CALL

Present: Chairman Yoder, Vice Chairperson Meabrod, Secretary Santia, Commissioner Douglass, Commissioner Emerling

Motion by Commissioner Meabrod; supported by to excuse Commissioner Emerling to excuse Council Member Liaison Cristina Elsen.

Unanimous Vote: Ayes: 5 Nays: 0 Motion Carries

STAFF PRESENT: Interim City Clerk Goodall, City Planner Paul Urbiel

APPROVAL OF AGENDA

Motion by Commissioner Douglass; supported by Secretary Santia to move the unfinished business item of the agenda after the planning department report.

Unanimous Vote: Ayes: 5 Nays: 0 Motion Carries

Motion by Commissioner Emerling; supported by Commissioner Douglass to approve the agenda with the modification of the unfinished business going between public and planning.

Unanimous Vote: Ayes: 5 Nays: 0 Motion Carries

APPROVAL OF MINUTES

Motion by Commissioner Emerling; supported by Commissioner Douglass to approve.

Vote: Ayes: 5 Nays: 0 Motion Carries

PUBLIC COMMENTS

Dr. Daniel Casselman- Orchard Lake Rd & Cass Lake Rd corner lot

Sue Williams- Blight

April 2026 Planning Report

DEVELOPMENT PROJECTS WITH PLANNING COMMISSION INVOLVEMENT

Address	Zoning	Project / Approval Sought	Status	Comment / Latest Action
2004 Cass Lake Rd	C-1 Local Business, CLR Overlay	Preliminary site plan approval	Site Plan Review #3	Most recent set of plans to be discussed at the June 2, 2026, Planning Commission Meeting.
3080 Orchard Lake Rd.	C-2 General Business, CDB Overlay	Site plan approval	Site Plan Review #1	Conditionally approved at March 31, 2026 Planning Commission meeting. Waiting for updated plans to address conditions of approval

ONGOING PLANNING & ZONING PROJECTS - April

Master Plan Update

The draft Master Plan was recommended by City Council for its release for the required 63-day comment period at the February 19th City Council Meeting. McKenna has implemented all suggested edits and has sent notice to adjacent municipalities and other required entities. The draft Master Plan is available online on the Master Plan project website (<http://keegoharborplan.com>) and the City's website on the Planning & Zoning Department page (https://www.keegoharbor.org/departments/planning_zoning/index.php). A hard copy is also available at City Hall. The public comment period will close on April 27th, 2026. The updated draft and the public comments received during the comment period will be presented at the May 21st Joint Planning Commission/City Council meeting with the goal of adopting the Master Plan.

PLANNING AND ZONING INQUIRIES

Date	Address	Zoning	Inquiry	Planner's Review
April 6	2038 Cass Lake Rd. #8 & 9	C-1, Local Business District, VOD Cass Lake Rd Context Zone	Sign and Temporary Sign permit applications	Approved
April 8	1502 Wayward	R-T Townhome, VOD Cass Lake Rd Context Zone	Requested information on the PUD process	Planner provided requested information
April 8	1966 Willow Beach	NR, Neighborhood Residential	Zoning Permit Application- Residential Renovation/Addition	Architect submitted revised plans. Reviewed and approved after revisions
April 8	2480 Wall St.	NR, Neighborhood Residential	Zoning Permit Application – Residential Addition	Planner reviewed revised plans. Plans approved.
April 9	1535 Cass Lake Rd	NR, Neighborhood Residential	Temporary Sign Permit Application- Banner and Flag signs	Signs do not comply. Application denied.
April 14	3311 Orchard Lake Rd	C-1, Local Business District, VOD Cass Lake Rd Context Zone	Zoning Permit Application- Dumpster Enclosure	Dumpster enclosure does not comply. Provided applicant with next steps.

April 16	2091 Cass Lake Rd	C-1, Local Business District, VOD Cass Lake Rd Context Zone	Questions about signage requirements.	Planners provided requested information.
April 16	3201 Kenrick St	NR, Neighborhood Residential	Zoning Permit Application- Shed	Application required additional information and revisions to comply with ordinance. Provided review letter requesting additional information and revisions from application.
April 20	3076 Portman	NR, Neighborhood Residential	Questions on installing crawl space.	No Zoning permit required. Referred to Building Department
April 23	2985 Orchard Lake Rd. Ste F	C-2, General Business District, VOD Cass Lake Rd Context Zone	Zoning Permit Application- New Business	Approved
April 27	1999 Cass Lake Rd	C-1, Local Business District, VOD Cass Lake Rd Context Zone	Temporary Sign Permit Application- A Frame Sign	Approved
April 27	2200 Beechmont	C-1, Local Business District, VOD Cass Lake Rd Context Zone	Sign Permit Application- Wall Sign	Approved
April 27	3064 Cass Lake Ave	NR, Neighborhood Residential	Zoning Permit Application- Shed	Approved
April 28	2968 Glenbroke	NR, Neighborhood Residential	Question on lot split requirement	Planner provided requested information
April 29	1985 Cass Lake Road	C-1, Local Business District, VOD Cass Lake Rd Context Zone	Preapplication meeting	Planners met with applicant and provided application information.

Unfinished Business

- **Site Plan Review 2004 Cass Lake Rd.**
 - Conditions that need to be addressed:
 - In ground sprinkler system
 - Two ornamental trees
 - Natural screening wall, double row of Juniper
 - Dumpster screening material
 - Approval from West Bloomfield Fire Department
 - Parking lot lighting

Motion by Vice Chairperson Meabrod; supported by Commissioner Emerling to recuse Chairman Yoder and Secretary Santia from the vote

Roll Call: Douglass yes, Emerling yes, Meabrod yes Motion Carries

Motion by Commissioner Douglass; supported by Commissioner Emerling to approve the preliminary site plan review #3 for 2004 Cass Lake Road with the recommended items from the city planner on page 13 of our packet, in the conclusion #1-8 with a change to #5 removing the arborvitaes and adding the Juniper screening. Adding #9 parking lot lighting to be shielded.

Roll Call: Emerling yes, Meabrod yes, Douglass yes Motion Carries

New Business

- **Public Hearings**

- **Article 9A Village Overlay; Permitted Building Height**

Motion by Commissioner Douglass; supported by Vice Chair Meabrod to open the public hearing for article 9A Village Overlay; Permitted building height at 8:06pm on June 2, 2026.

Unanimous Vote: Ayes: 5 Nays: 0 Motion Carries

No public comments.

Motion by Vice Chair Meabrod; supported by Commissioner Emerling to change the ordinance from 36 ft to 48 ft., with a maximum of 3 stories high.

Unanimous Vote: Ayes: 5 Nays: 0 Motion Carries

Public Hearing closed at 8 :12pm

- **Article 14 Sign Ordinance**

Motion by Commissioner Douglass; supported by Commissioner Emerling to open the public hearing for article 14 Sign Ordinance on Tuesday, June 2nd at 8:12pm.

Unanimous Vote: Ayes 5 Nays:0 Motion Carries

Commissioner discussed the changes made for temporary signage, lighted wall signs and content neutrality.

Public Comment:

Sue Williams- Pole sign question

Motion by Vice Chair Meabrod; supported by Commissioner Douglass to recommend to council that we passed the sign ordinance recommended language, content neutrality, lighted signs and temporary signs, window signs, off-premises signs.

Roll Call: Yoder yes, Santia yes, Douglass yes, Emerling yes, Meabrod yes.

Motion Carries

Public Hearing closed at 8:35.

- **Planning Commission By-Law**

The Planning Commission will be reduced to a 5-member board with a non-voting liaison.

Motion by Vice Chair Meabrod; supported by Secretary Santia to approve the changes to the by-laws as presented.

Roll Call: Yoder yes, Meabrod yes, Santia yes, Douglass no, Emerling yes.

Motion Carries

- **Zoning Ordinance 4.05: Parking and Storage of Recreational Vehicles on Vacant Residentially Zone Lots**

Commissioners reviewed the existing ordinance. This will be added to the next meeting agenda.

ADJOURNMENT

Chairperson Yoder adjourned the meeting at 9:17 p.m.

Joel Yoder
Chairperson, Planning Commission

Stacy Goodall
City of Keego Harbor, Interim City
Clerk



MCKENNA

Planning & Zoning Report

May 2026

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 April 2026. Contact your McKenna Team via email anytime:

- **John Jackson, AICP, NCI**, Project Director (jjackson@mcka.com)
- **Dan Commer, AICP**, Project Manager (dcommer@mcka.com)
- **Emily Huhman, AICP**, Project Planner (ehuhman@mcka.com)

DEVELOPMENT PROJECTS WITH PLANNING COMMISSION INVOLVEMENT

Address	Zoning	Project / Approval Sought	Status	Comment / Latest Action
2004 Cass Lake Rd.	C-1 Local Business, CLR Overlay	Preliminary site plan approval	Site Plan Review #3	Most recent set of plans to be discussed at the June 2, 2026 Planning Commission Meeting.
3080 Orchard Lake Rd.	C-2 General Business, CDB Overlay	Site plan approval	Site Plan Review #1	Conditionally approved at March 31, 2026 Planning Commission meeting. Waiting for updated plans to address conditions of approval.

ONGOING PLANNING & ZONING PROJECTS - MAY

Master Plan Update

The updated draft and the public comments received during the comment period were presented at the May 21st Joint Planning Commission/City Council meeting and recommended for approval to the City Council. The Keego Harbor 2026 Master Plan was adopted by City Council at the May 21, 2026 meeting.

PLANNING AND ZONING INQUIRIES

Date	Address	Zoning	Inquiry	Planner's Review
May 4	2459 Willow Beach	NR, Neighborhood Residential	Zoning Permit Application – Deck	Approved.
May 4	1704 Cass Lake Front	NR, Neighborhood Residential	Lot Split Application	Recommended approval to City Manager.
May 4	1481 Beachland Blvd	NR, Neighborhood Residential	Zoning Permit Application – Fence	Application required additional information. Requested information from applicant.
May 6	2840 Wall St	NR, Neighborhood Residential	Zoning Permit Application – Deck	Approved.
May 6	1966 Willow Beach	NR, Neighborhood Residential	Revised plan review	Approved.

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May 7	1570 Cass Lake Road	NR, Neighborhood Residential, CLR Overlay	Zoning Permit Application – Fence	Approved.
May 11	2881 Stennett	NR, Neighborhood Residential	Zoning Permit Application – Fence	Application required additional information and revisions to comply with ordinance. Provided review letter requesting additional information and revisions from application.
May 11	1664 Beechcroft	NR, Neighborhood Residential	Zoning Permit Application – Driveway	Approved.
May 18	1535 Cass Lake Road	C-1, Local Business District, CLR Overlay	Sign Permit Application	Approved.
May 19	2091 Cass Lake Road	C-1, Local Business District, CLR Overlay	Questions on scrolling signs	Planner provided requested information.
May 21	1840 Cass Lake Front Rd.	NR, Neighborhood Residential	Zoning Permit Inquiry – Patio	Planner provided requested information.
May 26	2428 Willow Beach	NR, Neighborhood Residential	Zoning Permit Inquiry – New Home Construction	Planner provided requested information.



Planning & Zoning Report

June 2026

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DEVELOPMENT PROJECTS WITH PLANNING COMMISSION INVOLVEMENT

Address	Zoning	Project / Approval Sought	Status	Comment / Latest Action
1985 Cass Lake Rd.	C-1 Local Buisness, CLR Overlay	Preliminary site plan and Special Land Use approval	Site Plan Review #1	Plans to redevelop the former Satia Hall site were received.
2004 Cass Lake Rd.	C-1 Local Buisness, CLR Overlay	Preliminary site plan approval	Site Plan Review #3	Most recent set of plans to be discussed at the June 2, 2026 Planning Commission Meeting.
3080 Orchard Lake Rd.	C-2 General Business, CDB Overlay	Site plan approval	Site Plan Review #1	Conditionally approved at March 31, 2026 Planning Commission meeting. Waiting for updated plans to address conditions of approval.

ONGOING PLANNING & ZONING PROJECTS - JUNE

Zoning Ordinance Updates

Text amendments to update the sign ordinance and maximum allowable building height in the Village Overlay District were presented at the June 2nd Planning Commission meeting and recommended for approval to the City Council.

PLANNING AND ZONING INQUIRIES

Date	Address	Zoning	Inquiry	Planner's Review
June 1	2485 Willow Beach	NR, Neighborhood Residential	New Business Application – Home Occupancy	Approved.
June 2	3137 Varjo	NR, Neighborhood Residential	Zoning Permit Application - Driveway	Approved.
June 2	1840 Cass Lake Front Rd	NR, Neighborhood Residential	Zoning Permit Application – Patio	Approved.



June 2	3057 Norcott	NR, Neighborhood Residential	Residential addition inquiry	Planner provided requested information.
June 3	2428 Willow Beach	NR, Neighborhood Residential	Zoning Permit Application – New Home Construction	Approved.
June 4	2131 Beechmont	NR, Neighborhood Residential,	Zoning Permit Application – Driveway	Approved.
June 8	2360 Hester Court	NR, Neighborhood Residential	Zoning Permit Inquiry – Driveway	Planner provided requested information.
June 9	2987 Orchard Lake Rd	CBD, Central Business District, CBD Overlay	Sign Permit Inquiry	Planner provided requested information.
June 18	3335 Orchard Lake Rd	C-2, General Business, Village Overlay District	Sign Permit Application	Application required revisions to comply with ordinance. Provided review letter requesting revisions from application.
June 22	2836 Beland	NR, Neighborhood Residential	Zoning Permit Application – Residential Addition	Planner requested additional information.
June 23	2360 Hester Court	NR, Neighborhood Residential	Zoning Permit Application – Deck	Approved.
June 24	2428 Willow Beach	NR, Neighborhood Residential	Architectural Design Review – New Home Construction	Approved.



MCKENNA

Memorandum

TO: City of Keego Harbor Planning Commission
FROM: Dan Commer, AICP
SUBJECT: Review of Sec. 4.05 - Parking and Storage of Recreational Vehicles on Vacant Residentially Zoned Lots
DATE: July 20, 2026

Section 4.05 of the Keego Harbor Zoning Ordinance clarifies how, where, and how many watercraft can be stored on vacant residentially zoned lots.

The following memorandum outlines language from communities nearby and their approach to recreational vehicle storage within districts zoned as residential.

We look forward to further discussion at your upcoming meeting.

CURRENT ZONING ORDINANCE LANGUAGE

Sec. 4.05. - Parking and storage of recreational vehicles on vacant residentially zoned lots.

(B)(4) Watercraft, thirty-five (35) feet or less in length, but not to exceed twelve (12) feet in height, either mounted on a boat trailer or unmounted; also boat trailer without boat mounted.

LOCAL COMMUNITY EXAMPLES

West Bloomfield

West Bloomfield outright bans the storage of any lake related recreation items under section 10-101 – Storage of lake related recreational items subsection (C) “Vacant lots. In any subdivision, outdoor storage on vacant single-family lots is prohibited.”

Lake Angelus

Lake Angelus residential district standards state, “No motor vehicles, motor homes, house trailers, boats, boat trailers, boat hoists, rafts, watercraft or similar equipment or vehicles shall be parked or stored outside of an enclosed building in any required side yard setback or within 15 feet of a public or private road, unless it is in a driveway and it is in regular use.” In section 1248.05 subsection (G).

Orchard Lake

Orchard Lake specifies the storage of boats (motor craft or sailboat) that are between fourteen feet in length and thirty feet in length shall be screened from road view, can be on a trailer, and no more than two boats per property. Any boat exceeding 30 feet cannot be stored residentially.

Waterford Township

Waterford has similar ordinance language though they also fail to separately cover the difference between occupied and vacant residential properties. The storage of watercraft is covered generally by the ordinance subsections

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though there is no explicit language on the storage of watercraft. In Waterford if the recreation vehicle is operational, owned and licensed to the property owner, and complies with the standards of Section 3-302 Regulations applicable to properties in the R-1 through R-1E zoning districts they're in compliance with Waterford's Zoning Ordinance.

Sec. 4.05. - Parking and storage of recreational vehicles on vacant residentially zoned lots.

Not more than two (2) recreational vehicles, as defined in Section 2.00, Definitions, may be parked or stored on a vacant, separate lot of record than the principal structure subject to the following conditions:

- (a) All recreational vehicles shall be currently registered and licensed to a current resident of Keego Harbor and/or the current property owner of record.
- (b) The following recreational vehicles parked, or stored outdoors may not exceed:
 - (1) Travel trailer, thirty-five (35) feet or less in length.
 - (2) Camper trailer (pop-up), shall be stored in a collapsed position to a height not more than six (6) feet.
 - (3) Pick-up camper, thirty-two (32) feet or less in length.
 - (4) Watercraft, thirty-five (35) feet or less in length, but not to exceed twelve (12) feet in height, either mounted on a boat trailer or unmounted; also boat trailer without boat mounted.
 - (5) Motor home, forty (40) feet or less in length.
- (c) Storage of recreational vehicles shall be in the rear one-third ($\frac{1}{3}$) of the lot, but, not closer than five (5) feet to a side or rear property line. Recreational vehicles may be stored within the clear vision triangle of a waterfront lot between September 15 and May 15.
- (d) Recreational vehicles which are parked or stored shall be in good repair. Open storage of partially or disassembled component parts is prohibited. The vehicles must be capable of being moved from place to place.
- (e) Recreational vehicles shall not be used for living, lodging or housekeeping purposes.
- (f) Recreational vehicles parked or stored shall not be connected to electricity, water, gas, or sanitary sewer facilities.
- (g) The owner of a recreational vehicle shall not park or store such a recreational vehicle in such a manner as to create a dangerous or unsafe condition on the lot where parked or stored. Parking or storage in such a fashion that the recreational vehicle, whether loaded or not, may readily tip or roll, shall be considered a dangerous and unsafe condition.
- (h) The ground underneath the stored recreational vehicles must be surfaced and maintained to avoid muddy conditions and an unkempt appearance. It can be surfaced with natural ground cover, gravel, or crushed stone.
- (i) Landscaping located at the rear and sides of the storage area shall comply with requirements in Section 15.23(d)(6) so as to create an evergreen or landscaped screen.
- (j) For the purposes of this section, two (2) personal watercraft, snowmobiles, all terrain vehicles, or motorcycles stored on a single trailer shall be counted as one (1) recreational vehicle.