



**PLANNING COMMISSION MEETING**  
**Monday, January 13, 2025 – 7:00 p.m.**  
**Farmington Community Library**  
**Meeting Room**  
**23600 Liberty Street**  
**Farmington, MI 48335**

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## **AGENDA**

- 1. ROLL CALL**
  
- 2. APPROVAL OF ITEMS ON CONSENT AGENDA**
  - A. November 11, 2024 Minutes**
  
- 3. APPROVAL OF REGULAR AGENDA**
  
- 4. ELECTION OF OFFICERS**
  - A. Accept Nominations for Chairperson**
  - B. Accept Nominations for Vice Chairperson**
  - C. Accept Nominations for Secretary**
  
- 5. UNFINISHED BUSINESS**
  - A. Master Plan Update**
  - B. Capital Improvement Update**
  
- 6. NEW BUSINESS**
  - A. Planning Commission 2024 Annual Report**
  
- 7. UPDATE - CURRENT DEVELOPMENT PROJECTS**
  
- 8. PUBLIC COMMENT**
  
- 9. PLANNING COMMISSION COMMENTS**
  
- 10. ADJOURNMENT**

*The City will follow its normal procedures for accommodation of persons with disabilities. Those individuals needing accommodations for effective participation in this meeting should contact the City Clerk (248) 474-5500, ext. 2218 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.*

FARMINGTON PLANNING COMMISSION PROCEEDINGS  
23600 Liberty Street  
Farmington, Michigan  
November 11, 2024

Chairperson Perrot called the meeting to order in Council Chambers, 23600 Liberty Street, Farmington, Michigan, at 7:00 p.m. on Monday, November 11, 2024.

**ROLL CALL**

Present: Crutcher, Gray, Kmetzo, Majoros, Perrot, Westendorf (arrived 7:02 p.m.)  
Absent: Mantey

A quorum of the Commission was present.

**OTHER OFFICIALS PRESENT:** Chris Weber, Assistant City Manager; Brian Belsky, Director of Media, Brian Golden, Director of Media, Bonnie Murphy, Recording Secretary.

**APPROVAL OF AGENDA**

MOTION by Majoros, seconded by Crutcher, to approve the agenda.  
Motion carried, all ayes.

**APPROVAL OF ITEMS ON CONSENT AGENDA**

**A. October 14, 2024 Minutes**

MOTION by Kmetzo, seconded by Crutcher to approve the items on Consent Agenda.  
Motion carried, all ayes.

**UNFINISHED BUSINESS**

**a. Master Plan Update**

Chairperson Perrot introduced this item and turned it over to staff.

Assistant City Manager Weber stated this is an informational item, as you know we are working on updating three important plans for the city, the Master Plan, the Parks and Recreation Master Plan and the Downtown Master Plan. The first step in the process is to identify a consulting firm to do the plans for us and there's a selection committee of which Dewayne is on the committee as well as myself. We issued a request for qualifications and received responses from four different firms. We narrowed it down to two firms, those being OHM and Spalding Dedecker and we asked them to provide proposals so they're working on those proposals now and they should be delivered to the city this Thursday and then the selection committee will meet again to review those and select a final person to do those. So, we're looking to probably take that to Council at their December 2<sup>nd</sup> meeting for approval and begin the process and I know a couple of

people on this commission are going to be working on different groups to support the plans. So that is the update.

Perrot asked if the city had a history with Spalding Dedecker and Weber replied that one of the members of that firm are very active in the community and brings a nice familiarity with the City of Farmington.

Majoros asked if the one proposal will cover all three, are they concurrent or is there an overlap of timing with these three initiatives and Weber replied the intention is to have one firm do all three, although that is not a requirement, the city chose to do all three plans at the same time because they thought it would be good to reach out to the community and cover all three topics at once as opposed to three separate surveys, we weren't sure what kind of feedback we'd get, if people would get fatigued with the correspondence. In the past we have not done all three together, we've done them at separate times, but this time we decided to link all three because they were all coming due at the same time and we wanted to have one reach out to the community.

Majoros asked if they will be doing anything different, that he served on a Farmington school funding committee years ago and there were informative meetings but three pretty significant documents are traveling as a pack with a lot of cross collaboration and things between them, would the input mechanism provide opportunities outside of core meetings to educate people or just normal course of business.

Weber replied a big component of their proposals is how to do that community outreach so there will definitely be in-person meetings, there will definitely be surveys, there will be a definite community outreach to let people know what's going on and try to garner responses.

Crutcher asked if these are going to be three separate documents or is there going to be a Master Plan and the other two parts subsections of it and Weber replied they will be three stand alone documents. The Master Plan is the overarching plan as you know and then the Parks & Rec Master Plan will be referenced in the Master Plan but there will be three separate reports. The Parks & Recreation Master Plan is a separate requirement from the Master Plan.

## **NEW BUSINESS**

### **A. Capital Improvement Plan**

Perrot introduced this item and turned it over to staff.

Weber stated linked with the Master Plan each year we should do an update of our Capital Improvement Plan which is a list of all of the different projects the city is considering. They might not all be able to be accomplished but it's a listing of what's currently being discussed amongst our various committees. To facilitate the update of that Capital Improvement Plan, there is a committee that's formed with representatives from the city, the Planning Commission, City Council, Downtown Development Authority, Corridor Improvement Authority and administration. What we're asking tonight is for the Planning Commission to discuss and appoint one of their members to attend these committee meetings and represent the Planning Commission. We're also asking between now and the next Planning Commission meeting that you all take a look at the current Capital Improvement Plan and see if there's anything you think should be added to that list or removed from that list or reprioritized, some of them are defined as urgent, some of them are desired but not necessary and there's a range of importance. So, first, if you could appoint someone to serve on that committee and then second, give them your comments before the next Planning Commission meeting.

Perrot said if memory serves me, Mr. Majoros was our representative and Majoros replied that he was, but he thinks they turned it over to somebody else, maybe not. It's only a couple meetings, our approach has been we're not the experts here, but make comments. Majoros stated he's happy to stay on the committee, whatever the commission wants.

MOTION by Crutcher, supported by Westendorf, to appoint Steve Majoros to serve as the Planning Commission's representative on the Capital Improvement Plan Steering Committee.

Motion carried, all ayes.

### **UPDATE – CURRENT DEVELOPMENT PROJECTS**

Perrot introduced this item and turned it over to staff.

Weber stated there is a lot of things going on in the city. The Panera on Grand River has a new business, Joe's Coney Island, that will be going in there. The pop up pickleball which is going into the old Tuesday Morning site, they have submitted their site plan for Building Official review and the permit should be following up in the near future and I think they'll be opening in the next month or two.

Majoros asked if the Planning Commission will see anything on that, hours of operation, etc., and Weber replied there's nothing necessary to come before the Planning Commission, but if you're interested, I can get that information, it is all interior work.

Weber stated in terms of Castle Dental, city administration is working with city engineers to determine how to analyze the parking impact of that development, trying to find the scope and the costs, we've looked at the scope, now we're trying to refine the costs and we'll meet with the developers to discuss that item with them because they're largely responsible for funding that work, so once we get those items, we'll meet with the developers and proceed to the next step after that.

A couple other businesses that are going along the process would be, The Wine Bar and Lone Light Spirits, they're both moving along and should be scheduled to open sometime in March or April of next year.

The First Baptist Church of Farmington Road and Shiawasse is contemplating a pretty substantial improvement to the exterior of their building on the new portion of that building, so on the left side, which will put in a patio and some handicap access, so they're working on their plans, they'll submit those to Jeff and eventually come before the Planning Commission for approval.

In terms of Hillside and the homes on Grand River the demolition is done now, the basements have been filled in, it's been graded, they're starting to work on the sanitary, water and storm sewer and you should probably see gravel roads coming and as well as one building unit should go up through the winter and they'll start selling units, I believe they'll start advertising November 16<sup>th</sup> as for sale condos.

Legion Square, the building is down, doing work grading it out, buildings will start going up next year.

The fiber optic cable will start going in next spring and there will be information on that in the near future.

He also attended some ribbon cutting ceremonies this past month, Chocolate Chipped Bakery opened, Hart Mortgage and Farmington Brewing Company celebrated their 10<sup>th</sup> year anniversary.

## **PUBLIC COMMENT**

None heard.

**PLANNING COMMISSION COMMENT**

Majoros stated it's good to see the progress at the park next to the Masonic.

Crutcher asked that the Castle Dental developers meet with the Parking Advisory Committee to talk about parking and Weber stated he would facilitate that once they get the parking scope of services from our engineers, they'll probably take that to the Advisory Committee to review that.

**ADJOURNMENT**

MOTION by Crutcher, supported by Majoros, to adjourn the meeting.  
Motion carried, all ayes.

The meeting was adjourned at 7:16 p.m.

Respectfully submitted,

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Secretary

**Farmington Planning Commission  
Staff Report**

**Planning Commission  
Date:** January 13, 2025

**Reference  
Number**

**Submitted by:** Chris Weber, Assistant City Manager

**Description** Election of Officers

**Proposed Motion**

Nominate XXXXXX as Chairperson

Nominate XXXXXX as Vice Chairperson

Nominate XXXXXX as Secretary

**Background**

City Ordinance requires the Planning Commission to elect a Chairperson, a Vice-Chairperson, and a Secretary from its members each year. This election happens in January of each year.

The current Chairperson will ask for nominations for the Chairperson position. If there are multiple candidates, discussions can occur. Once the discussions conclude, the Chairperson will ask for someone to make a motion to nominate a Chairperson, and the Commission will vote.

Once there is a new Chairperson, the gavel is passed and the new Chairperson will ask for nominations for the Vice Chairperson position. If there are multiple candidates, discussions can occur. Once the discussions conclude, the Chairperson will ask for someone to make a motion to nominate a Vice Chairperson, and the Commission will vote.

The new Chairperson will then ask for nominations for the Secretary position. If there are multiple candidates, discussions can occur. Once the discussions conclude, the Chairperson will ask for someone to make a motion to nominate a Secretary, and the Commission will vote.



## **City of Farmington Planning Commission 2024 Annual Report**

### **January**

- Election of Officers
- Site Plan Plan Review – Proposed Outdoor Seating, Farmington Brewing Company, 33336 Grand River Avenue
- Site Plan Plan Review – Proposed Outdoor Seating, Mi.Mosa, 23336 Farmington Road
- Discussion of 2023 Planning Commission Work Items/Program

### **February**

- Site Plan Review – Proposed Outdoor Storage Area, 22054 Farmington Road, Farmington Crossroads Shopping Center
- Discussion of 2025-2030 Capital Improvement Program and Request to Schedule Public Hearing

### **March**

- Site Plan Plan Review – Proposed Outdoor Seating, Farmington Brewing Company, 33336 Grand River Avenue
- Site Plan Review – Proposed Mason's Park
- Public Hearing – 2025-2030 Capital Improvement Program

### **April**

- **\*\*No Meeting\*\***

### **May**

- **\*\*No Meeting\*\***



## **June**

- Site Plan Review – Site Plan Change – Freedom Plaza, Grand River and Freedom PUD – Parcels 2 & 4, 37085 Grand River Avenue

## **July**

- Planned Unit Development Pre-Application Conference for Library Lofts Proposed Development at 2333 Farmington Road

## **August**

- **\*\*No Meeting\*\***

## **September**

- **\*\*No Meeting\*\***

## **October**

- Proposed Façade Modification for Lone Light Spirits Tasting Room at 23622 Farmington Road

## **November**

- 2026-2031 Capital Improvement Plan Discussion
- Master Plan Update

## **December**

- **\*\*No Meeting\*\***