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## PLANNING COMMISSION MEETING AGENDA REGULAR MEETING

Tom Krent, Chairman, David Lambert, Vice Chairman  
Carlton Faison, Michael W. Hutson, Lakshmi Malalahalli,  
Marianna Perakis, Sadek Rahman, Jerry Rauch and John J. Tagle

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**September 14, 2021**

**7:00 P.M.**

**Council Chambers**

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1. ROLL CALL
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES – August 24, 2021
4. PUBLIC COMMENT – For Items Not on the Agenda

### **MASTER PLAN UPDATE**

5. MASTER PLAN – Master Plan Scope

### **OTHER ITEMS**

6. ZONING ORDINANCE TEXT AMENDMENT (ZOTA 256) – Residential Uses in BB Zoning District
7. PUBLIC COMMENTS – For Items on the Agenda
8. PLANNING COMMISSION COMMENT
9. ADJOURN

**NOTICE:** *People with disabilities needing accommodations for effective participation in this meeting should contact the City Clerk by e-mail at [clerk@troymi.gov](mailto:clerk@troymi.gov) or by calling (248) 524-3317 at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.*

Chair Krent called the Regular meeting of the Troy City Planning Commission to order at 7:00 p.m. on August 24, 2021, in the Council Chamber of the Troy City Hall. Chair Krent presented opening remarks relative to the role of the Planning Commission and procedure of tonight’s meeting.

1. ROLL CALL

Present:

- Carlton M. Faison
- Michael W. Hutson
- Tom Krent
- David Lambert
- Lakshmi Malalahalli
- Marianna Perakis
- Sadek Rahman
- Jerry Rauch

Absent:

- John J. Tagle

Also Present:

- R. Brent Savidant, Community Development Director
- Ben Carlisle, Carlisle Wortman Associates
- Julie Quinlan Dufrane, Assistant City Attorney
- Kathy L. Czarnecki, Recording Secretary

2. APPROVAL OF AGENDA

**Resolution # PC-2021-08-058**

- Moved by: Lambert
- Support by: Faison

**RESOLVED**, To approve the Agenda with one modification to move Agenda item #7 in front of Agenda item #5, so that item #7 would become #5, #5 would become #6 and #6 would become #7.

- Yes: All present (8)
- Absent: Tagle

**MOTION CARRIED**

**Resolution # PC-2021-08-059**

- Moved by: Rauch
- Support by: Malalahalli

**RESOLVED**, To approve the Agenda as amended.

- Yes: All present (8)
- Absent: Tagle

**MOTION CARRIED**

3. APPROVAL OF MINUTES

**Resolution # PC-2021-08-060**

Moved by: Faison  
 Support by: Perakis

**RESOLVED**, To approve the minutes of the August 10, 2021, Regular meeting as submitted.

Yes: All present (8)  
 Absent: Tagle

**MOTION CARRIED**

4. PUBLIC COMMENT – For Items Not on the Agenda

There was no one present who wished to speak.

**CONDITIONAL REZONING**

5. CONDITIONAL REZONING (CR JPLN2019-003) – Proposed Livernois Court, East side of Livernois, North of Big Beaver (88-20-22-301-007, 88-20-22-301-008 and 88-20-22-301-009), Section 22, From R-1E (One Family Residential) District to BB (Big Beaver Road) District

Mr. Carlisle presented a review of the Livernois Court conditional rezoning application, noting the application has been considered at two previous Planning Commission meetings. He said development is proposed only in the areas outside of the 100-year floodplain and wetland delineation as designated on the conceptual site plan. He specifically addressed a drawing that depicted the portion of land to be preserved. Mr. Carlisle said that a site plan would come before the Planning Commission for consideration should the conditional rezoning be granted. Mr. Carlisle addressed the existing wetlands, floodplain and trees and preservation of the natural resources in perpetuity.

Mr. Carlisle reported the voluntary conditions attached to the proposed conditional rezoning relate to the preservation of natural resources in perpetuity and building height and minimum setbacks for the proposed attached multi-family unit buildings.

Mr. Carlisle noted that it is unlikely the site will develop as currently zoned single family residential due to traffic, surrounding land uses and limited developable area because of the existing wetland and floodplain. He said the proposed conditional rezoning would be an appropriate transitional land use based on the voluntary conditions to limit building height and preservation of existing natural resources. Mr. Carlisle recommended that the Planning Commission hold a public hearing and consider public comments. Mr. Carlisle specifically asked the applicant if there would be site grading within the 100-year floodplain/wetland area and how the wetland/floodplain area would be preserved.

Mr. Savidant addressed the volume of email messages received in the Planning Department with concerns and misleading information implicating that the wetland and wooded area would be clear cut. Mr. Savidant said the proposed development is not going to be clear cut and that all the messages have been shared with Planning Commission prior to the beginning of tonight's meeting. Mr. Savidant said the Planning Department is fully transparent with all applications received in the department and asked that residents please contact the department with any questions or concerns on development applications.

Erion Nikolla of Eureka Building Company was present. Mr. Nikolla acknowledged the numerous email messages received in the Planning Department with concerns of preserving the wooded area and stated the preservation of the wooded area is fully addressed in the conditional rezoning application. He said out of the 9-plus acres of total land size, approximately 80% would be preserved and 20% developed. Mr. Nikolla addressed the distance of the development to adjacent residential. Mr. Nikolla said there would be no grading in the 100-year floodplain and a conservation easement would be drawn up by the legal teams prior to City Council consideration of the application. Mr. Nikolla said he would be open to a less density development and Planning Commission suggestions and recommendations in the site plan process.

There was discussion on:

- Building heights of surrounding developments.
- Preservation of existing trees; seven trees qualified for protection, some trees not protected by Ordinance.
- Density comparison of single family, multi-family, urban residential districts.
- Environmental protection zoning versus conditional rezoning; weight of voluntary conditions offered by applicant.
- Administration/applicant discussion on appropriate zoning in terms of marketable options.
- Roles of Planning Department, Planning Commission and City Council with respect to conditional rezoning applications.

Mr. Savidant acknowledged public hearings were held at the December 10, 2019 and April 27, 2021 meetings and a courtesy mailing was also sent to the public that the item would be on tonight's agenda.

The Chair opened the floor for public comment.

- Joseph Pellerito, 345 Trombley; addressed natural resources and wildlife environment, distance of his property to proposed development, number of units, housing type and parking, misinformation on clear cutting trees.
- Debra Black, 3364 Livernois; expressed support for the rezoning; said it's good fit for area, adds to walkability to Big Beaver attractions and farmer's market, eliminates hardship to property owners for future development, preserves green space, natural and wildlife environment.

- John Phillips, 3302 Frankton; addressed existing vegetation and trees, their function in natural wildlife environment; concerns with drainage, flooding.
- Zhou Zhiquiang, 3316 Frankton; addressed flooding, home location in relation to proposed development.

Chair Krent closed the floor for public comment.

Mr. Savidant addressed:

- Engineering role in preliminary site plan application process as relates to stormwater management.
- City’s GIS system relating to floodplain information.
- Proposed line of demarcation on the conditional rezoning application.
- Access to development via Livernois; 100% no through-traffic in neighborhood.

Discussion continued on:

- Voluntary conditions offered by applicant.
- Master Plan survey results relating to desired types of housing and density.
- Surrounding public buildings; walkability, attractions.
- Viability of single family residential development; potential hardship to current property owners.
- Preserving natural environment.
- Big Beaver zoning district; density, setting precedent, impact on adjacent residential.
- Height of surrounding buildings; specifically Amber Apartments; 51 feet to highest point of parapet, 4 full stories plus mezzanine.
- Administration discussion with applicant relating to zoning district options.
- Big Beaver zoning district; opportunity to apply design guidelines and standards relating to quality of building material and architectural design.
- Big Beaver zoning district vs Planned Unit Development zoning district.

There was a pause in the meeting (8:15 pm to 8:18 pm) for Mr. Savidant to acquire information on height of Amber Apartments.

**Resolution # PC-2021-08-**

Moved by: Huston

Support by: Faison

**RESOLVED**, That the Planning Commission hereby recommends to the City Council that the R-1C to BB conditional rezoning request, as per Section 16.04 of the City of Troy Zoning Ordinance, located on the west side of Livernois, north of Big Beaver, within Section 22, being approximately 9.7 acres in size, be **granted**, for the following reasons:

1. The rezoning of the site to Big Beaver would allow for the potential project to have more flexibility to provide for the consideration of a range of components such as improving walkability and sense of place in the City, and even reducing emphasis on parking. Additionally, Chapter 8 of the City of Troy 2017 Master Plan indicates that here is a lack of availability of innovative housing styles due to the predominance of

single-family detached homes. The rezoning of the site to Big Beaver with the creation of a multiple-family residential development would remedy this lack of housing variation, which is consistent with the Master Plan.

2. The Form-Based District would permit greater flexibility in use and development of the property.
3. The conditions offered by the applicant reasonably protect the adjacent properties.
4. The rezoning would be compatible with surrounding zoning and land use.
5. The site can be adequately served with municipal water and sewer.
6. The development of the property should not unreasonably impact adjacent properties.

***BE IT FURTHER RESOLVED***, That the Planning Commission recommends the following site plan design considerations. *[non stated]*

Discussion on the motion on the floor.

Mr. Rauch noted an error within the Resolution on the location of the property.

Mr. Hutson and Mr. Faison agreed to amend the Resolution to read that the property is located on the east side of Livernois.

Chair Krent addressed concerns with density allowed in the Big Beaver zoning district.

Mr. Rahman addressed public amenities.

**Resolution # PC-2021-08-061 (as amended)**

Moved by: Huston

Support by: Faison

***RESOLVED***, That the Planning Commission hereby recommends to the City Council that the R-1C to BB conditional rezoning request, as per Section 16.04 of the City of Troy Zoning Ordinance, located on the east side of Livernois, north of Big Beaver, within Section 22, being approximately 9.7 acres in size, be **granted**, for the following reasons:

1. The rezoning of the site to Big Beaver would allow for the potential project to have more flexibility to provide for the consideration of a range of components such as improving walkability and sense of place in the City, and even reducing emphasis on parking. Additionally, Chapter 8 of the City of Troy 2017 Master Plan indicates that here is a lack of availability of innovative housing styles due to the predominance of single-family detached homes. The rezoning of the site to Big Beaver with the creation of a multiple-family residential development would remedy this lack of housing variation, which is consistent with the Master Plan.
2. The Form-Based District would permit greater flexibility in use and development of the property.
3. The conditions offered by the applicant reasonably protect the adjacent properties.
4. The rezoning would be compatible with surrounding zoning and land use.

- 5. The site can be adequately served with municipal water and sewer.
- 6. The development of the property should not unreasonably impact adjacent properties.

**BE IT FURTHER RESOLVED**, That the Planning Commission recommends the following site plan design considerations. *[none stated]*

Yes: Faison, Hutson  
 No: Krent, Lambert, Malalahalli, Perakis, Rahman, Rauch  
 Absent: Tagle

**MOTION FAILED**

**Resolution # PC-2021-08-062**

Moved by: Lambert  
 Support by: Perakis

**RESOLVED**, That the Planning Commission hereby recommends to the City Council that the R-1C to BB conditional rezoning request, as per Section 16.04 of the City of Troy Zoning Ordinance, located on the east side of Livernois, north of Big Beaver, within Section 22, being approximately 9.7 acres in size, be **denied**, for the following reasons:

- 1. The conditions offered by the applicant do not reasonably protect the adjacent properties.
- 2. The rezoning would be incompatible with surrounding zoning and land use.
- 3. The development of the property would unreasonably impact adjacent properties.

Yes: Krent, Lambert, Malalahalli, Perakis, Rahman, Rauch  
 No: Faison, Hutson  
 Absent: Tagle

**MOTION CARRIED**

**PLANNED UNIT DEVELOPMENT (PUD)**

- 6. PUBLIC HEARING - TROY CROSSING PLANNED UNIT DEVELOPMENT (File Number PUD JPLN2021-0008) – Proposed Amendment to Troy Crossing PUD, North side of Big Beaver, East of John R (Parcels 88-20-24-352-067 and -068), Section 24, Currently Zoned PUD 8 (Planned Unit Development 8) District

Mr. Carlisle presented a review of the proposed Amendment to Troy Crossing Planned Unit Development. He compared the differences of the 2017 approved plan and proposed amendment as relates to the residential and commercial facilities. Mr. Carlisle reported parking is sufficient with the change from retail to residential and the proposed architecture matches the apartments that have been constructed and/or currently under construction. Mr. Carlisle said if the amendment to the PUD is approved, the applicant would be required to submit a revised landscape plan and photometrics plan for Building 5. He said a public hearing is scheduled this evening and the Planning Commission role is to make a recommendation to City Council.

Mr. Carlisle provided a brief explanation of a PUD application.

Mr. Savidant provided a brief history of the original Planned Unit Development as relates to the public benefit and mix of retail and residential uses.

Applicant Bryan Najor and General Contractor Richard Atto were present.

Mr. Najor addressed the development with respect to the changing market. He said residential is a highly sought after component now and commercial is shrinking. Mr. Najor said the proposed amendment would accommodate the market for additional residential. His focus on a retail/restaurant component is a less intense use that would be harmonious with existing apartment residents.

There was discussion on:

- Building height; initially 4 story.
- Success of development; compliments to property owner/applicant.
- Square footage of retail component; reduction, retail options.
- Community Center on site; fitness center and kitchen planned in future.
- Public benefit for City as a whole, not only apartment residents.
- Standards for Approval; how they relate to application at time of approval and currently with proposed amendment.
- Location of retail component; west or east elevations.
- Landscaping/screening; administration to work with applicant on landscape/hardscape.
- Preserving integrity of original PUD agreement.
- Demographics of apartment residents; fully occupied; on-going list of potential new residents.

Mr. Atto addressed the marketing strategy and flexibility in the location of the retail component.

#### PUBLIC HEARING OPENED

There was no one present who wished to speak.

#### PUBLIC HEARING CLOSED

Mr. Savidant suggested a non-binding Resolution to encourage the developer to consider additional square footage for retail provided there is sufficient parking and allow flexibility in amending the PUD agreement.

#### **Resolution # PC-2021-08-xxx** *(withdrawn)*

Moved by: Rahman

Support by: Perakis

**WHEREAS**, The applicant Najor Companies submitted an application to amend Troy Crossing Planned Unit Development (PUD), aka The Phoenix Troy Apartments, located



on the north side of Big Beaver, east of John R, in Section 24, approximately 4.77 acres in area; and

**WHEREAS**, Troy Crossing PUD was approved as a mixed use development including four 3-story apartment buildings and two retail/restaurant facilities; and

**WHEREAS**, The applicant has proposed to replace the two approved 1-story retail/restaurant facilities with one 3-story building featuring whatever possible apartments the applicant can make and 4,000 square feet of retail/restaurant on the ground floor on both the east and west sides; and

**WHEREAS**, The proposed 3-story building is similar in design to the four buildings on site which are nearing completion; and

**WHEREAS**, The proposed revision to the PUD meets the Standards for Approval set forth in Section 11.03.

**BE IT RESOLVED**, That the Planning Commission recommends to City Council that Concept Development Plan Approval and Preliminary Development Plan Approval for the proposed amendment to Troy Crossing PUD, aka The Phoenix Troy Apartments, be **granted**.

Discussion on the motion on the floor.

Ms. Dufrane said better direction is needed on the Resolution so that she and the applicant's attorney have something that is workable and feasible to amend the PUD agreement. She said also that it appears the applicant is not in support of 4,000 square feet of retail.

Mr. Savidant stated he understands the intent of the Resolution on the floor. He suggested it might read to encourage additional landscaping, encourage the retail space along the east side versus the west side and encourage additional retail square footage, noting this can be accomplished under design considerations.

Mr. Rahman withdrew the Resolution on the floor. Ms. Perakis was in support.

**Resolution # PC-2021-08-063**

Moved by: Lambert

Support by: Rauch

**WHEREAS**, The applicant Najor Companies submitted an application to amend the Troy Crossing Planned Unit Development (PUD), aka The Phoenix Troy Apartments, located on the north side of Big Beaver, east of John R, in Section 24, approximately 4.77 acres in area; and

**WHEREAS**, the Troy Crossing PUD was approved as a mixed use development including four 3-story apartment buildings and two retail/restaurant facilities; and

**WHEREAS,** The applicant has proposed to replace the two approved 1-story retail/restaurant facilities with one 3-story building featuring 25 apartment units and 2,000 square feet of retail/restaurant on the ground floor; and

**WHEREAS,** The proposed 3-story building is similar in design to the four buildings on site which are nearing completion; and

**WHEREAS,** The proposed revision to the PUD meets the Standards for Approval set forth in Section 11.03.

**WHEREAS,** We encourage the applicant to enhance the landscaping, to consider moving the retail/restaurant space to the east side of the building and to encourage the applicant to increase the amount of retail/restaurant space on the ground floor up to 4,000 square feet.

**BE IT FURTHER RESOLVED,** That the Planning Commission recommends to City Council that Concept Development Plan Approval and Preliminary Development Plan Approval for the proposed amendment to Troy Crossing PUD, aka The Phoenix Troy Apartments, be **granted**.

Yes: All present (8)  
 Absent: Tagle

**MOTION CARRIED**

**CONDITIONAL REZONING**

7. PUBLIC HEARING - CONDITIONAL REZONING- (CR JPLN2021-001) – Proposed Pine View Condominiums, West side of Dequindre, north of Long Lake (88-20-12-476-070), Section 12, From NN (Neighborhood Node “J” and EP (Environmental Protection) to NN (Neighborhood Node “J”)

Mr. Carlisle presented a review of the Pine View Condominiums. He addressed the 40-foot wide strip of E-P zoning and referenced the previous action taken by the Planning Commission to postpone the item to allow the applicant to submit a conditional rezoning application to rezone the E-P portion so it could be used for guest parking. Mr. Carlisle said the layout design has not changed and noted the southern portion of the property is a by-right development. He noted of significant importance are the applicant’s voluntary conditions numbered 1, 4, 7 and 8. Mr. Carlisle addressed the landscaping, required screening at the south edge of the property, the engineering department pedestrian connection improvements and design and site plan standards. Mr. Carlisle recommended that the Planning Commission recommend to the City Council conditional rezoning and preliminary site plan approval with the conditions as identified in his report dated August 16, 2021.

Gary Abitheira clarified as a voluntary condition to the application, the maximum height would be a 3 story building, noting an error in the Planning Consultant report stating the maximum height of a 2-1/2 story building. He addressed the number of units, landscaping and elevations.

Mr. Savidant addressed the intent of the application dated November 12, 2019 and the recently adopted text amendment limiting the building height of development within the Neighborhood Node zoning district that abuts residential.

There was discussion on:

- E-P zoning district; uses, zoning tool to separate incompatible land uses.
- Landscaping buffer, amenity to application.
- Maintenance of E-P strip of land.
- Height of surrounding residential homes.
- Shared driveway with Taco Bell; as relates to traffic, cross access easement.
- Elevations; garage and interior entrance on same side.
- Property to the north; open space, potential headlight shining on residential.
- Existing concrete wall at Taco Bell; applicant prefer trees and landscape.
- Proposed fence on south side; material and height.
- Guest parking; no requirement to provide, good design consideration, appropriate screening for headlights.

#### PUBLIC HEARING OPENED

- Pamela Prewitt, 41203 Dequindre; addressed concerns with safety and traffic congestion relating to Taco Bell; traffic back-ups block her driveway, addressed maintenance of E-P strip of land.
- Doug Roach, 5237 Windmill; addressed concerns with safety, congestion, parking, and light pollution.

#### PUBLIC HEARING CLOSED

Mr. Carlisle and Mr. Savidant acknowledged the traffic concern addressed by the residents would be reported and looked into by the Engineering.

Mr. Savidant encouraged residents who experience light pollution from nearby commercial to contact the Planning Department and any violation of the Zoning Ordinance would be enforced.

Discussion continued on:

- Maintenance responsibility of property to north.
- Pedestrian sidewalk as relates if E-P zoning stays in place.
- Density; building height, building form.
- Potential traffic congestion with shared access.
- Intent of applicant with by-right development on southern portion.
- Type of desired housing; results of Master Plan survey.

**Resolution # PC-2021-08-064**

Moved by: Rauch  
 Seconded by: Perakis

**RESOLVED**, That the Planning Commission hereby recommends to the City Council that the NN “J” and EP to NN “J” conditional rezoning request, as per Section 16.04 of the City of Troy Zoning Ordinance, located on the west side of Dequindre, north of Long Lake, within Section 12, being approximately 2.389 acres in size, be **denied**, for the following reasons:

1. The request does not comply with the Master Plan, including but not limited to its definition of transitional density.
2. The conditions offered by the applicant do not reasonably protect the adjacent properties.
3. The rezoning and conditions offered by the applicant would be incompatible with surrounding zoning and land use and do not comply with the Zoning Ordinance, including but not limited to building form.

Yes: Hutson, Malalahalli, Perakis, Rauch  
 No: Faison, Krent, Lambert, Rahman  
 Absent: Tagle

**MOTION FAILED**

**Resolution # PC-2021-08-065**

Moved by: Rahman  
 Seconded by: Lambert

**RESOLVED**, That the Planning Commission hereby recommends to the City Council that the NN “J” and EP to NN “J” conditional rezoning request, as per Section 16.04 of the City of Troy Zoning Ordinance, located on the west side of Dequindre, north of Long Lake, within Section 12, being approximately 2.389 acres in size, be **granted**, for the following reasons:

1. The request complies with the Master Plan.
2. The EP district does not include any significant natural features.
3. The rezoning would permit greater flexibility in use and development of the property.
4. The conditions offered by the applicant reasonably protect the adjacent properties.
5. The rezoning would be compatible with surrounding zoning and land use.
6. The site can be adequately served with municipal water and sewer.

**BE IT FURTHER RESOLVED**, That the Planning Commission recommends the following site plan design considerations:

1. Submit photometric plans and fixture details.
2. Address the Engineering Department pedestrian connection comments.
3. Provide site landscaping calculation.
4. Provide floor plans and elevations.
5. Consider residents’ feedback on headlight glaring and traffic safety.

Discussion on the motion on the floor.

Ms. Perakis addressed standards that must be met.

Mr. Rauch addressed primary entrance on interior streets and transitional density.

Ms. Dufrane address conditional rezoning applications with respect to conditions offered by applicant.

Vote on the motion on the floor.

Yes:	Faison, Krent, Lambert, Rahman
No:	Hutson, Malalahalli, Perakis, Rauch
Absent:	Tagle

**MOTION FAILED**

**OTHER ITEMS**

8. PUBLIC COMMENTS – For Items on the Agenda

There was no one present who wished to speak.

9. PLANNING COMMISSION COMMENT

Ms. Malalahalli referenced an email received by the Community Development Director.

10. ADJOURN

The Regular meeting of the Planning Commission adjourned at 10:43 p.m.

Respectfully submitted,

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Tom Krent, Chair

\_\_\_\_\_  
Kathy L. Czarnecki, Recording Secretary

DATE: September 9, 2021  
TO: Planning Commission  
FROM: R. Brent Savidant, Community Development Director  
SUBJECT: Master Plan Scope

Carlisle/Wortman Associates, Inc. prepared the attached Master Plan Update Scope Proposal. The Scope was approved by City Council on November 23, 2020.

The Planning Commission expressed interest in discussing the approved Scope, as there were new members that were appointed after the Planning Commission last discussed the proposal.

Should the Planning Commission wish to modify/expand the approved scope, it would be appropriate to pass a resolution recommending modification/expansion for consideration by City Council. A revised scope and cost estimate would be prepared and provided to City Council based on this recommendation.

Please be prepared to discuss this item at the September 9, 2021 Planning Commission Meeting.

Attachments:

1. City of Troy Master Plan Scope Proposal.

G:\Master Plan Update 2021\PC Memo Master Plan Scope Discussion 2021 09 13.docx



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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**MEMORANDUM**

TO: Mark Miller, AICP, City Manager  
Bob Bruner, Assistant City Manager  
Brent Savidant, AICP, Community Development Director

FROM: Richard Carlisle, FAICP  
Ben Carlisle, AICP

DATE: October 14, 2020

SUBJECT: Master Plan Update Proposal

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It has been a pleasure working with the City of Troy for almost 20 years and we appreciate the opportunity to update the Master Plan that we assisted in drafting over 10 years ago. Over our time working with you, the City has faced two recessions and a global pandemic, but also has seen tremendous growth and achievements that continues even today. As noted by Director Savidant, we agree that generally speaking, the Master Plan continues to be relevant in 2020. It was forward thinking at the time and many of the issues that were focused on are still applicable in 2020. While we have a great base to work with, there are some revisions that are timely to address upcoming issues that the City may face:

1. Format and Layout – The 2008 Plan was the first comprehensive Master Plan update in 40 years. In order to give it a more modern and fresher look, we propose to update 2008 Master Plan layout and format, including updated graphics and images.
2. Public Input – Incorporate a robust community engagement strategy. Strategy can include both traditional and technological methods. Public input could be thematic such as : (1) Housing; (2) Seniors; (3) Neighborhoods, specifically transition/points of friction between frontage properties and neighborhoods; and (4) Diversity.
3. Demographics and Data – Update demographics and data including incorporating 2020 census data.
4. COVID-19 – Update the Master Plan to reflect planning issues and changes in a post-pandemic world.
5. Neighborhood Node Sub Area Plan – Comprehensively review each 21 nodes addressing issues of land use, buffer, and transition. The process could include individual community engagement for each node.
6. Land Use – Based on community input and nodes, update the future land use plan. Future land use plan may include new land use categories.

7. Introduction - Strengthen the Introduction section to discuss relationship between Master Plan and Zoning Ordinance. This chapter could serve as a Planning and Zoning primer.
8. Implementation – The 2008 update did not include a detailed implementation chapter or strategy. Update Plan to incorporate a detailed implementation strategy including actions, responsible party, and priority.

## **PUBLIC ENGAGEMENT**

The City has not conducted a comprehensive public engagement strategy since the 2008 plan was adopted. Since that time, the City has gone through a number of changes and faced a number of issues. That being said, the plan is in good shape but a public engagement and community conversation around specific issues is necessary. Rather than a wide-ranging engagement process that focuses on generalities, we propose more targeted approach focusing on the issues of housing; seniors; neighborhoods, specifically transition/points of friction between frontage properties and neighborhoods; and diversity.

Due to the Executive Orders issued by the Governor of Michigan in order lessen the impact of the COVID-19 epidemic, in-person community engagement events and interactions planned are limited. We have adjusted the engagement strategy to be conducted on a virtual or on-line platforms, supplemented with in person activities in compliance with social distancing measures. We are conducting similar engagement strategies for the cities of Berkley and Northville, and Scio Township.

Our public engagement strategy includes a combination of a community survey, focus groups, webinars, targeted neighborhood node workshops, and a public hearing. The engagement strategy can be nimble and adapt as necessary.



## **SCOPE**

### **TASK 1: PROJECT INITIATION**

#### **1.1 Kick off Meeting**

Prepare for and facilitate kick-off meeting with City Manager and pertinent staff to review work plan and schedule. Discuss public input format(s).

#### **1.2 Demographic Collection**

Collect and update demographics and data based on current data sources such as 2020 Census.

#### **1.3 Reformat Layout**

Draft reformat and revised layout.

### **TASK 2: PUBLIC ENGAGEMENT AND COMMUNITY INPUT**

Please note that this task is not linear between task 1 and 3 but will be take place throughout the planning process.

#### **2.1 Community Survey Launch**

An on-line community survey, with paper copies available upon request. Postcards could be mailed out to all Troy addresses.

#### **2.2 Zoom Focus Groups**

CWA planners and City staff will meet via Zoom with up to 10 small groups from demographic groups, such as senior citizens, Troy High School students, young families, Troy business owners/managers, etc.

#### **2.3 Webinars by topic with interactive opportunities (public & private):**

A series of webinars focused on the following topics were to occur:

- What is a Master Plan?
- Existing Conditions in Troy
- Transitions and Nodes
- Housing
- Seniors

- Land Use and Corridors: Big Beaver, Maple, and Rochester
- Stormwater, utilities & green infrastructure

A Zoom webinar will be held or video recording could be made for each of these topics and posted where public comments could be made, but also would be accompanied by a link to a private way to leave comments. Also, an e-mail address, mailing address and telephone line would be provided as well.

#### **2.4 Workshop Presentation and Discussion for Nodes**

CWA staff will set up a series of workshop presentations and discussion for each node. Community members would be available to listen to presentation and after presentation talk about their ideas, concerns, and suggestions.

Nodes:

- Meeting 1: Nodes A, B, C, D
- Meeting 2: Nodes E, F, and G
- Meeting 3: Nodes H, and I
- Meeting 4: J, K, L and M
- Meeting 5: N, O, P and Q
- Meeting 6: R, S, T, and U

#### **2.5 Feedback:**

- Voice mail box where people can leave a message with their ideas.
- Mailing address where people can mail letters with ideas.
- Dedicated email for emailed comments.

### **TASK 3: ISSUE IDENTIFICATION**

#### **3.1 Issue Identification**

Based on our and staff understanding, in addition to community input, we will identify issues and strategies. Early identified issues include:

- COVID-19 – Update the Master Plan to reflect planning issues and changes in a post-pandemic world.
- Neighborhood Node Sub Area Plan – Comprehensively review each 21 nodes addressing issues of land use, buffer, and transition. The process could include individual community engagement for each node.
- Land Use – Based on community input and nodes, update the future land use plan. Future land use plan may include new land use categories.

**TASK 4: PLAN DRAFTING**

**4.1 Draft Plan**

Based on input from Task 2 and Task 3, we will draft plan. Revised plan will update format and layout, and include a new introduction and a new implementation section.

**TASK 5: PLAN ADOPTION**

**5.1 Final Draft**

Incorporate comments received and develop plan as bound report which includes draft maps, illustrations and conceptual design details as appropriate.

**5.2 Planning Commission Public Hearing**

Present revised plan to Planning Commission for public hearing

**5.3 Changes based on Public Hearing**

Make changes if necessary based on comments from Public Hearing

**5.4 City Council Adoption**

Present plan as recommended by Planning Commission to the City Council for adoption.

**5.5 Deliverable**

Provide three (3) bound copies and one digital copy to City.

**TIMELINE**

	February	March	April	May	June	July	August	September
Task 1								
Task 2								
Task 3								
Task 4								
Task 5								

**BUDGET**

Due to the heavy focus on public engagement, we propose a budget not to exceed \$58,000.

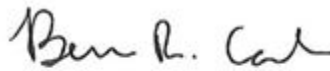
Thank you again for the opportunity.

Sincerely,



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**CARLISLE/WORTMAN ASSOC., INC.**  
**Richard K. Carlisle, AICP**  
**President**



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**CARLISLE/WORTMAN ASSOC., INC.**  
**Benjamin R. Carlisle, AICP, LEED AP**  
**Principal**

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DATE: September 9, 2021

TO: Planning Commission

FROM: R. Brent Savidant, Community Development Director

SUBJECT: PUBLIC HEARING – ZONING ORDINANCE TEXT AMENDMENT (File Number ZOTA 256) – Residential Uses in BB Zoning District

This item was initiated by an email from a developer and informal discussion with the Planning Commission at the July 13, 2021 meeting. The intent of the amendment is to provide flexibility for developers when renovating existing multistory buildings and constructing new multistory buildings in the BB Big Beaver Zoning District. Specifically, the amendment would permit some residential use in appropriate locations on the first floor for sites located on Big Beaver Road and arterials. Presently, residential uses are permitted on upper floors only.

The attached memo provides further background.

Please be prepared to discuss this item at the September 14, 2021 Planning Commission meeting.

Attachments:

1. Memo prepared by Carlisle/Wortman Associates, Inc.
2. Email from Jordan Jonna of AF Jonna.

G:\ZOTAs\ZOTA 256 Apartments in BB\PC Memo 2021 09 14.doc



**Carlisle | Wortman**  
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

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To: Troy Planning Commission  
Brent Savidant, AICP

From: Ben Carlisle, AICP

Date: July 27, 2021

RE: Residential uses on first floor in Big Beaver District

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Recently the City of Troy was asked to consider an amendment to the BB Big Beaver Form Based District regarding allowing residential uses on the first floor. Table 5.04.C-1 states that residential/lodging is permitted on upper floors only, for Street Type A Big Beaver and street type B Collector. The purpose of requiring a non-residential first floor use only is to provide for transparency and visual interest from the street. Residential uses on the first floor will want privacy and cover windows with blinds and curtains, thus defeating the purpose of transparency.

However, the Master Plan encourages and the Zoning Ordinance permits the repurposing of underutilized buildings along Big Beaver for residential uses. As discussed with developers, and evidenced by the recent email (see Jordan Jonna's July 13<sup>th</sup> email), requiring buildings to have their entire first floor as non-residential is a hinderance to repurposing these buildings.

As briefly discussed with the Planning Commission, we are proposing a text amendment that maintains non-residential uses where appropriate to provide visual interest along Big Beaver from the street, but allows for portions of the first floor to be utilized by residential uses.

**Proposed Language:**

New language is red:

<b>Table 5.04.C-1 Use Groups Permitted</b>									
<b>Use Group (Table 5.03-1)</b>	<b>Site Type BB:A Major Sites</b>			<b>Site Type BB: B Medium Sites</b>			<b>Site Type BB: C: Minor Sites</b>		
	<b>Street BB: A: Big Beaver</b>	<b>Street BB: B: Arterials</b>	<b>Street Type BB: C: Collectors</b>	<b>Street BB: A: Big Beaver</b>	<b>Street BB: B: Arterials</b>	<b>Street Type BB: C: Collectors</b>	<b>Street BB: A: Big Beaver</b>	<b>Street BB: B: Arterials</b>	<b>Street Type BB: C: Collectors</b>
1 Residential	NP	NP	NP	NP	NP	NP	NP	NP	NP
2 Residential/Lodging	UP / P	UP / P	P	UP / P	UP / P	P	UP / P	UP / P	P
3 Office/Institution	P	P	P	P	P	P	P	P	P
4* Auto/Transportation	NP	NP	NP	NP	NP	NP	NP	NP	NP
5** Retail/ Entertainment /Service	P	P	P	P	P	P	P	P	P
6 Misc. Commercial	NP	NP	NP	NP	NP	NP	NP	NP	NP
7 Industrial	NP	NP	NP	NP	NP	NP	NP	NP	NP

P-Permitted Use Groups  
 UP / P - Permitted use groups in upper stories only for portion of building that fronts on public ROW. Permitted use group for any portion of the building that does not front on a public ROW.  
 S-Special Use Approval Groups  
 \*Drive-through uses for Financial Institutions are allowed under special use in compliance with Section 5.04.5.d  
 \*\*Lodging uses are permitted subject to Special Use Approval

  
 CARLISLE/WORTMAN ASSOC., INC.  
 Benjamin R. Carlisle, LEED AP, AICP

**From:** [Jordan Jonna](#)  
**To:** [Brent Savidant](#)  
**Cc:** [jason@tower-construct.com](mailto:jason@tower-construct.com); "Williams, Eric"  
**Subject:** Big Beaver  
**Date:** Tuesday, July 13, 2021 1:27:16 PM  
**Attachments:** [image001.png](#)

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**CAUTION:** This email did not originate from within the City of Troy. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Brent,

This is a formal request to the Planning Commission to consider amending Table 5.04.C-1 in the BB Big Beaver section of the Zoning Ordinance. Specifically, footnote "UP" in Table 5.04.C-1 as it relates to Use Groups for Site Type BB:B and permitting Residential/Lodging in upper stories only. I believe the intent of the BB Big Beaver Form Based District is for buildings located in close proximity to Big Beaver to engage the street through building placement and transparency. I do not believe it is the intent of the BB Big Beaver Zoning District to totally prohibit residential on the first floor, particularly when there are building facades that do not have a relationship with the street.

I propose amending the footnote in Table 5.04.C-1 from "UP - Permitted Use Groups in Upper Stories Only" to "**UP – Permitted on Upper Floors and on the First Floor, provided Transparency Requirements are met**", or something to that effect. The intent would be to permit some residential/lodging on the first floor in the Big Beaver District but not at the expense of good design and the relationship between the building and the street.

It appears that repurposing vacant office buildings to apartments and condominiums will be a market trend as we recover from the pandemic. There will likely be more new residential buildings proposed, as Big Beaver continues to evolve. This simple amendment will assist property owners and developers with future design by affording the opportunity for some residential units on the first floor along Big Beaver.

The proposed amendment is also consistent with the City of Troy Master Plan and the Big Beaver Corridor Study.

Thank you,  
Jordan

**Jordan Jonna**

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**To View Our Properties, please visit our website:** [www.afjonna.com](http://www.afjonna.com)