



**CITY OF MADISON HEIGHTS**

**CITY HALL - COUNCIL CHAMBERS, 300 W. 13 MILE RD.**

**CITY COUNCIL REGULAR MEETING AGENDA**

**APRIL 10, 2023 AT 7:30 PM**

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**CALL TO ORDER**

**ROLL CALL**

**INVOCATION and PLEDGE OF ALLEGIANCE - COUNCILOR WRIGHT**

**APPROVAL OF THE AGENDA:**

- [1.](#) Additions/Deletions

**PRESENTATIONS:**

- [2.](#) Chief of Police - Proclamation for National Telecommunicator's week

**PUBLIC HEARINGS:**

- [3.](#) CED Director - Second Reading and Public Hearing - Rezoning PRZN 23-01 (Ordinance 2193)  
- 31010 John R Road - B-1 to B-2

**ITEMS ON AGENDA OF INTEREST TO PARTIES IN THE AUDIENCE**

**MEETING OPEN TO THE PUBLIC:**

**CONSENT AGENDA:**

- [4.](#) City Manager - Environmental Sustainability Master Plan
- [5.](#) City Manager - Resolution for MI-MAUI Membership
- [6.](#) Regular City Council Meeting Minutes of March 27, 2023

**COMMUNICATIONS:**

**REPORTS: #8 Ordinance Text Amendment to Classify Regulated Uses**

**ITEMS FOR FUTURE PUBLIC HEARINGS:**

**BID AWARDS/PURCHASES:**

- [7.](#) City Manager - Fire Station #1 Kitchen Renovation with Subfloor

**ORDINANCES:**

**UNFINISHED BUSINESS:**

**MINUTES:**

**EXECUTIVE SESSION:**

**ADJOURNMENT**

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: [clerks@madison-heights.org](mailto:clerks@madison-heights.org) at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

DATE: April 4, 2023

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments for the Regular Council Meeting of Monday, April 10, 2023

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The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, April 10, 2023.

**PRESENTATIONS:**

**PROCLAMATION FOR NATIONAL TELECOMMUNICATION'S WEEK**

National Public Safety Telecommunicators Week is held annually during the second week of April to honor public safety telecommunicators for their commitment, service, and sacrifice. City Council is being requested to issue a proclamation declaring the week of April 9 – 15, 2023, to be National Public Safety Telecommunications Week in Madison Heights, as a week to celebrate and thank telecommunications personnel who serve our city, citizens, and public safety personnel 24 hours a day seven days a week.

**PUBLIC HEARINGS:**

On behalf of Goodwill Industries of Greater Detroit, the applicant requests to rezone 31010 John R Road from B-1, Local Business, to B-2, Planned Business. The subject property is located at the northeast corner of John R. Road and W. 13 Mile Road, most recently occupied by CVS Pharmacy and Spirit Halloween.

This request is the first step in obtaining regulated use approval. Additional approvals, including Special Approval through the City Council, a dimensional variance through the Zoning Board of Appeals, and site plan approval through the Site Plan Review Committee, will be necessary before obtaining a Certificate of Occupancy for the proposed use.

At their February 21 meeting, the Planning Commission recommended approval of the rezoning to the City Council based on findings in the Council report. Therefore, after holding the required public hearing, staff recommends that the City Council adopt Ordinance #2193 (PRZN 23-01) upon second reading.

## **CONSENT AGENDA:**

It is the recommendation that the City Council approve the following items as part of the Consent Agenda:

### **ENVIRONMENTAL SUSTAINABILITY MASTER PLAN**

In accordance with the City's Strategic Plan and the recommendation from the Environmental Citizens Committee, staff has engaged the services of Energy Sciences to develop an Environmental Sustainability Master Plan and update our energy baselines and reporting. Grant funding is available through EGLE and is anticipated to cover approximately 85% of this \$20,900 cost if awarded.

Energy Sciences will be assisting with the grant justifications for the above-mentioned activities.

Staff and I recommend City Council approve Energy Sciences to complete an Environmental Sustainability Master Plan, if the City is awarded funding for the EGLE Community Energy Management Program grant.

### **RESOLUTION – MICHIGAN MUNICIPAL ASSOCIATION FOR UTILITY ISSUES (MI MAUI) MEMBERSHIP**

The City of Madison Heights individually lacks the staffing capacity, technical and legal knowledge and economic or political power to consistently and effectively monitor and influence proceedings of the Michigan Public Services Commission (MPSC) and other regulatory bodies or to influence the business policies and practices of regulated utilities to ensure better reliability of electricity services. By joining other municipalities in the Michigan Municipal Association for Utility Issues (MI-MAUI), we will hopefully have a more powerful, consistent, informed, and unified voice in regulatory and utility matters.

Staff and I recommend City Council adopt the MAUI membership resolution and authorize members for \$1,887. Funding is available in General Administration Membership and Dues to cover this expense.

## **BID AWARDS/PURCHASES:**

### **FIRE STATION #1 KITCHEN RENOVATION**

Included in the FY 2023 budget is the Fire Station #1 Kitchen renovation for \$60,000. The kitchen was originally designed with residential-grade cabinets and countertops, which are in extremely poor condition after 18 years of constant use. During this period, the firefighters have also experienced the effects of several design flaws, including the oven and refrigerator opening into a narrow walkway and the grouted tile requiring constant ongoing maintenance. This project has become even more critical due to a failure in the dining room floor, which appears to be sinking due to inadequate subflooring preparation/possible subsoil issues. We anticipated including this as an addendum to the Fire Station #2 renovation project in order to take advantage of contractors' bid prices and coordinate

work for operational purposes. The current renovations present the City with a unique opportunity where a variety of trades and project management are already on-site, and under competitive bid.

The scope of the kitchen renovation project at Fire Station #1 was initially reviewed by Frank Rewold & Sons, and has since been expanded to include the sinking floor/subsoil issue. The budget for this project is now estimated to be \$102,839, exceeding the original FY 2023 budget appropriation by \$42,839. This budget includes a 15% contingency for any unknown project requirements, which is a prudent precaution given the current volatile state of materials pricing, and work being performed on an existing building.

If approved, we intend for this work to begin immediately following the completion of Fire Station #2; this timing ensures that our firefighters will not be required to go without a kitchen but also recognizes the immediate need for these repairs. The unit pricing provided was competitively bid for the original Fire Station #2 renovation. As we firmly believe that it is in the best interest of the City to use these existing contractors and project managers, we, recommend that City Council approve two separate motions:

1. To approve a budget amendment of \$42,839 to account 101-336-987-0000, requiring a supermajority (5 votes) of Council, and
2. To award the contract for the Fire Station 1 Kitchen Renovation to Frank Rewold and Sons, for a total project cost not to exceed \$102,839.



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 4/10/23

**PREPARED BY:** Corey Haines. Police Chief

**AGENDA ITEM CONTENT:** Proclamation for National Telecommunicators week

**AGENDA ITEM SECTION:** Consent Agenda

**BUDGETED AMOUNT:** \$0

**FUNDS REQUESTED:** \$0

**FUND:**

**EXECUTIVE SUMMARY:**

National Public Safety Telecommunicators Week (NPSTW) is held annually during the second week of April to honor public safety telecommunicators for their commitment, service, and sacrifice.

NPSTW initially started in 1981 by Patricia Anderson of the Contra Costa County Sheriff's Office in California. In 1994, President Clinton signed Presidential Proclamation 6667, declaring the second week of April as NPSTW. This week is a time to celebrate and thank telecommunications personnel across the nation who serve our communities, citizens, and public safety personnel 24 hours a day, seven days a week.

**RECOMMENDATION:**

Staff requested City Council proclaim April 9th - 15th, 2023 as National Telecommunicators week in the City of Madison Heights.

## PROCLAMATION

**WHEREAS**, emergencies can occur at any time that require police, fire or emergency medical services; and,

**WHEREAS**, when an emergency occurs the prompt response of law enforcement, firefighters and paramedics is critical to the protection of life and preservation of property; and,

**WHEREAS**, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Madison Heights Dispatch Center; and,

**WHEREAS**, Public Safety Dispatchers are the first and most critical contact our citizens have with emergency services; and,

**WHEREAS**, Public Safety Dispatchers are the single vital link for our law enforcement, and fire personnel by monitoring their activities by radio, providing them information and insuring their safety; and,

**WHEREAS**, Public Safety Dispatchers of the Madison Heights Dispatch Center contributed substantially to the apprehension of criminals, suppression of fires and treatment of patients; and,

**WHEREAS**, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

**NOW, THEREFORE BE IT RESOLVED** that the City Council of Madison Heights declares the week of:

**April 9-15, 2023**

### NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK

in Madison Heights, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.



\_\_\_\_\_  
Toya Aaron  
Councilwoman



\_\_\_\_\_  
Sean D. Fleming  
Councilman



\_\_\_\_\_  
David M. Soltis  
Councilman



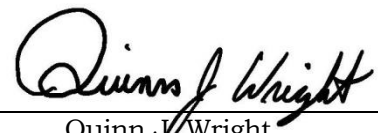
\_\_\_\_\_  
Roslyn Grafstein  
Mayor



\_\_\_\_\_  
Mark Bliss  
Councilman



\_\_\_\_\_  
Emily J. Rohrbach  
Councilor



\_\_\_\_\_  
Quinn J. Wright  
Councilor



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 4/10/23

**PREPARED BY:** Matt Lonnerstater, AICP

**AGENDA ITEM CONTENT:** Rezoning PRZN 23-01 (Ordinance 2193): 31010 John R Road - B-1 to B-2

**AGENDA ITEM SECTION:** Public Hearings

**BUDGETED AMOUNT:** N/A

**FUNDS REQUESTED:** N/A

**FUND:** N/A

**EXECUTIVE SUMMARY:**

The applicant, Jeff Ukraineec on behalf of Goodwill Industries of Greater Detroit, requests to rezone one (1) parcel of land at 31010 John R Road (PIN Number 44-25-01-351-017) from B-1, Local Business, to B-2, Planned Business. The subject property is located at the northeast corner of John R. Road and W. 13 Mile Road.

**RECOMMENDATION:**

Staff recommends that City Council adopt Ordinance # 2193 (PRZN 23-01) upon second reading after the required public hearing.



## MEMORANDUM

Date: March 31<sup>st</sup>, 2023  
 To: City of Madison Heights City Council  
 Meeting Date: April 10<sup>th</sup>, 2023  
 From: Matt Lonnerstater, AICP – City Planner  
 Subject: Rezoning Request PRZN 23-01 (Ordinance #2193) – 31010 John R Rd. – B-1 to B-2 – Second Reading and Public Hearing  
 Recommendation: Approval (Planning Commission)

### Introduction

The applicant, Jeff Ukrainec on behalf of Goodwill Industries of Greater Detroit, requests to rezone one (1) parcel of land at **31010 John R Road** (PIN Number 44-25-01-351-017) from **B-1, Local Business, to B-2, Planned Business**. The subject property is located at the northeast corner of John R. Road and W. 13 Mile Road.

### Background

The subject site consists of one (1) parcel which contains a total area of approximately 1.31 acres. The site is improved with an existing 11,000 sq. ft. commercial structure most recently occupied by CVS Pharmacy and Spirit Halloween; the structure is currently vacant.

The applicant requests a rezoning to B-2, Local Business, to open a Goodwill retail store within the existing building. Because Goodwill sells used products (such as clothing, electronics, furniture, and home goods), the store is classified as a *used good use* per the Madison Heights Zoning Ordinance. Per Section 10.502(A) of the Zoning Ordinance, *used good uses* are considered a regulated use. In addition to used good uses, regulated uses include others that have, “serious objectionable operational characteristics [...]” including, but not limited to, tattoo parlors, pawnbrokers, billiard halls, massage parlors, adult theaters, cabarets, and sexually-oriented businesses. Regulated uses are subject to strict siting standards, as follows:

- Shall not be located within 1,000 feet of another regulated use; and
- Shall only be permitted in the B-2 and B-3 zoning districts after Special Approval by City Council; and
- Shall not be located within 300 feet of a church, a school, a residential zoning district or residential use, a public park, or a childcare facility.

The applicant requests a B-2 zoning designation as the first step in obtaining regulated use approval. Additional approvals, including Special Approval through City Council, a dimensional variance through the Zoning Board of Appeals, and site plan approval through the Site Plan Review Committee, will be necessary prior to obtaining a Certificate of Occupancy for the proposed use.



Note that approval of the rezoning would not constitute approval of the Special Approval Use, dimensional variance, or site plan.

### Zoning and Land Use Considerations

Per the Zoning Ordinance, the existing B-1, Local Business zoning district is, “*designed to meet the day-to-day convenience shopping and service needs of persons residing in adjacent residential areas.*” Conversely, the proposed B-2, Planned Business district is designed, “*to cater to the needs of a larger consumer population than is served by the Local Business District, and [is] generally characterized by an integrated cluster of establishments served by a common parking area and generating large volumes of vehicular and pedestrian traffic.*”

City Council should consider all the potential uses that could be developed on this site if it were to be zoned B-2. These uses are highlighted in the table below, compared with uses permitted under the current B-1 zoning designation:

***Uses permitted in B-1 and B-2 Zoning Districts***

USE	B-1 Local Business	B-2 Planned Business
General Retail Business	P	P
Personal Service (e.g. beauty parlors, barbershops)	P	P
Office Uses	P	P
Medical Offices	P	P
Restaurants	P	P
Gas Stations	S*	S*
Equipment Rental	S	P
Bars	S	S
Theaters/Assembly Halls		P
Bowling Alley		P
Motor Vehicle Repair/Maintenance		S
Indoor/Outdoor Recreational Uses		S
Regulated Uses		S*

*P = Permitted by Right      S = Special Approval Required      Blank = Not Permitted*

*\*Subject to additional siting requirements.*

Significant uses permitted in the B-2 district not currently allowed under the B-1 designation include motor vehicle maintenance, regulated uses, and indoor/outdoor recreation. However, these uses would be subject to additional Special Approval use review and approval through City Council.

Staff notes that the existing structure on site is set back approximately 15 feet from the east side property line. While the existing B-1 zoning district does not require any interior side yard setbacks, the proposed B-2 district requires a minimum interior side yard setback of 20 feet. Therefore, if the rezoning is approved, the existing structure would be considered legally non-conforming regarding its side yard setback. Any future building improvements would be subject to the B-2 dimensional standards.

**When reviewing a rezoning request, the City Council should review the proposed district’s consistency and compatibility with existing adjacent land uses, zoning designations and the future land use map as laid out in the Master Plan:**

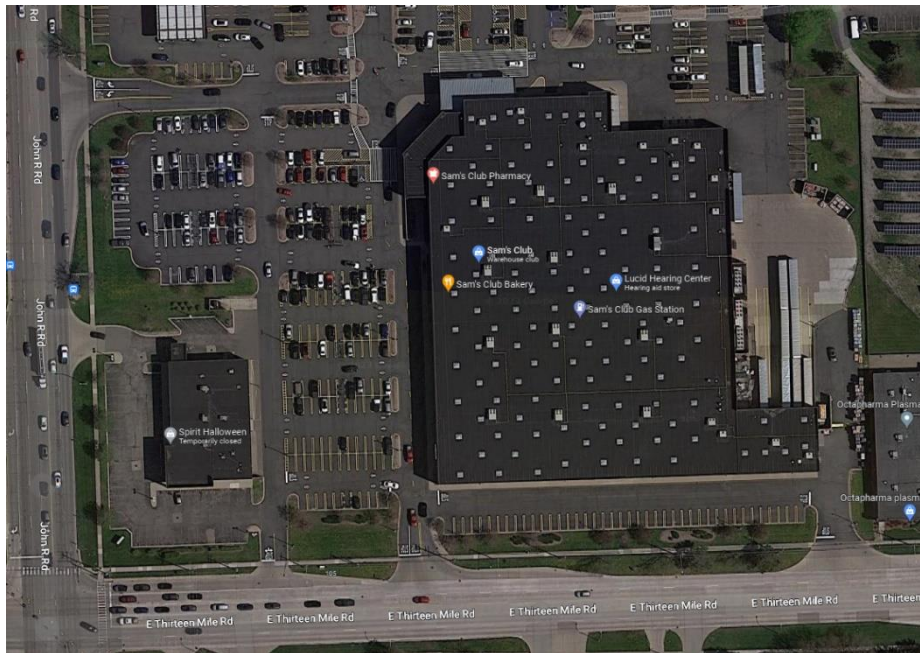
Existing Land Use

Existing adjacent land uses and zoning designations are denoted in the table below:

***Existing Land Uses and Zoning***

	Existing Land Use	Existing Zoning
<b>Site</b>	Commercial Building (vacant)	B-1, Local Business
<b>North</b>	Parking/Gas Station (Sam's Club)	B-2, Planned Business
<b>South (across 13 Mile)</b>	Retail and Multiple Family Residential	B-1, Local Business, and R-M, Multiple-Family Residential
<b>East</b>	Parking (Sam's Club)	B-2, Planned Business
<b>West (across John R)</b>	Retail	B-1, Local Business

Adjacent land uses consist primarily consist of commercial and retail development, with multi-family residential units across 13 Mile Road. The subject property is located immediately to the west of Sam's Club, and shares curb cuts, drive aisles, and parking with the wholesale club.

***Existing Conditions at John R and 13 Mile Road (northeast corner)******Existing Conditions at John R and 13 Mile Road (looking north)***

Source: Google Maps

Future Land Use

Adjacent future land uses, as envisioned by the 2021 Madison Heights Master Plan, are denoted in the table below:

***Future Land Use***

	<b>Future Land Use</b>
<b>Site</b>	Commercial
<b>North</b>	Commercial
<b>South (across 13 Mile)</b>	Commercial and Multiple-Family
<b>East</b>	Commercial
<b>West (across John R)</b>	Office

The future land use designation of the subject site is *Commercial*. Per the Master Plan, the Commercial designation is intended to accommodate a “*broad range of goods and services*.” Adjacent future land use designations include commercial, office, and multiple-family residential.

**Staff Analysis**

The subject property is surrounded by the Sam’s Club property (zoned B-2), including their associated parking, drive aisles and gas station. The subject site shares vehicular access points and drive aisles with Sam’s Club and, for all intents and purposes, could be considered an outlot of the Sam’s Club property. Given the subject property’s integration into the surrounding Sam’s Club property, staff believes that the site generally meets the intent of the B-2 zoning district to accommodate an “*integrated cluster of establishments served by a common parking area and generating large volumes of vehicular and pedestrian traffic*.”

Staff finds that the core uses permitted in the B-1 and B-2 districts are fairly consistent with one another. While the B-2 district does permit several uses not allowed in the B-1 district, such as motor vehicle repair facilities and indoor/outdoor recreation, the more intensive uses require Special Approval through City Council. The Special Approval requirement ensures that additional review, action, and conditions of approval can be made on a case-by-case basis.

If the B-2 rezoning request is approved, any major re-development on the subject parcel would be subject to site plan approval through the Site Plan Review Committee. Certain uses, such as the potential used goods use/regulated use, would require Special Approval through City Council and further action through the Zoning Board of Appeals. As previously noted, if the rezoning is approved, the existing structure would be considered legally non-conforming regarding its side yard setback. Any future building improvements would be subject to the B-2 dimensional standards.

**Planning Commission and City Council Action**

At their February 21<sup>st</sup>, 2023 meeting, the Planning Commission recommended approval of the rezoning to City Council based upon the following findings:

1. The applicant requests a rezoning from B-1, Local Business, to B-2, Planned Business, to open a used goods use within the existing structure on site. The B-2 district permits a range of general commercial, retail, restaurant, and office uses. The uses permitted in the B-2 district are generally appropriate for the subject site.

2. The proposed B-2 district is generally compatible and consistent with adjacent retail uses, including the Sam's Club wholesale facility that surrounds the subject site. The subject site shares vehicular access points, drive aisles, and parking with the Sam's Club, which is consistent with the intent of the B-2 zoning district.
3. The proposed B-2 District is compatible with adjacent B-1 and B-2 zoned parcels, as well as Multiple-Family-zoned parcels across 13 Mile Rd.
4. The proposed B-2 District is aligned with the "Commercial" future land use designation for the subject site.
5. The Site Plan Review Committee (SPRC) reviewed the proposed rezoning request at their January 25<sup>th</sup>, 2023 meeting and did not express any objections. The SPRC will separately review additional applications relating to this project, if submitted, including special use, variance, and site plan submittal. Special Approval through City Council is required for used good uses (subject to additional siting standards for regulated uses).

City Council approved the first reading at their March 13<sup>th</sup>, 2023 meeting.

#### Next Step

**Based on the aforementioned findings and recommendation of approval from the Planning Commission, staff recommends that the City Council adopt Ordinance #2193 (PRZN 23-01) upon second reading after the required public hearing.**

#### Additional Policy Considerations

As a separate policy discussion, staff advised the Planning Commission to consider the full list of *Regulated Uses* per Section 10.502(A) of the Zoning Ordinance. In particular, staff encouraged the Planning Commission to discuss whether or not certain non-adult/non-sexually oriented uses currently classified as regulated uses (such as tattoo parlors, used good uses, and billiard/pool halls) are still considered to have "*objectionable operational characteristics*" or contribute to the "*blighting or downgrading of the surrounding neighborhood.*" If desired by the Planning Commission and City Council, modifications to the Regulated Uses section may be made as part of the City's ongoing Zoning Ordinance rewrite project to reduce the administrative burden for business owners who wish to open such businesses in Madison Heights.

**ORDINANCE NO. 2193**

AN ORDINANCE TO AMEND ORDINANCE NUMBER 571, BEING AN ORDINANCE CODIFYING AND ADOPTING A NEW CODE OF ORDINANCES FOR THE CITY OF MADISON HEIGHTS BY AMENDING THE ZONING MAP IN CONNECTION THEREWITH.

THE CITY OF MADISON HEIGHTS ORDAINS:

**SECTION 1.** That the Zoning Map in connection with the Zoning Ordinance of the City of Madison Heights shall be amended so that the zoning on the following described property, to-wit:

T1N, R11E, SEC 1 PART OF SW 1/4 BEG AT PT DIST N 379.50 FT & N 89-53-00 E 43 FT FROM SW SEC COR, TH N 89-53-00 E 39.50 FT, TH S 33 FT, TH N 89-53-00 E 154.98 FT, TH S 286.64 FT, TH S 89-54-00 W 191.44 FT, TH N 45-00-00 W 4.30 FT, TH N 316.50 FT TO BEG

*PIN 44-25-01-351-017. 31010 JOHN R ROAD*

Shall be changed from B-1, LOCAL BUSINESS, to B-2, PLANNED BUSINESS

**SECTION 2.** All ordinances or parts of ordinances in conflict with this ordinance are repealed only to the extent necessary to give this ordinance full force and effect.

**SECTION 3.** This ordinance shall take effect ten (10) days after its adoption and upon publication.

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Roslyn Grafstein  
Mayor

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Cheryl E. Rottmann  
City Clerk

CERTIFICATION:

I, Cheryl Rottmann, the duly appointed City Clerk of the City of Madison Heights, County of Oakland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of an Ordinance adopted by the Madison Heights City Council at their Regular Meeting held on \_\_\_\_\_, 2023.

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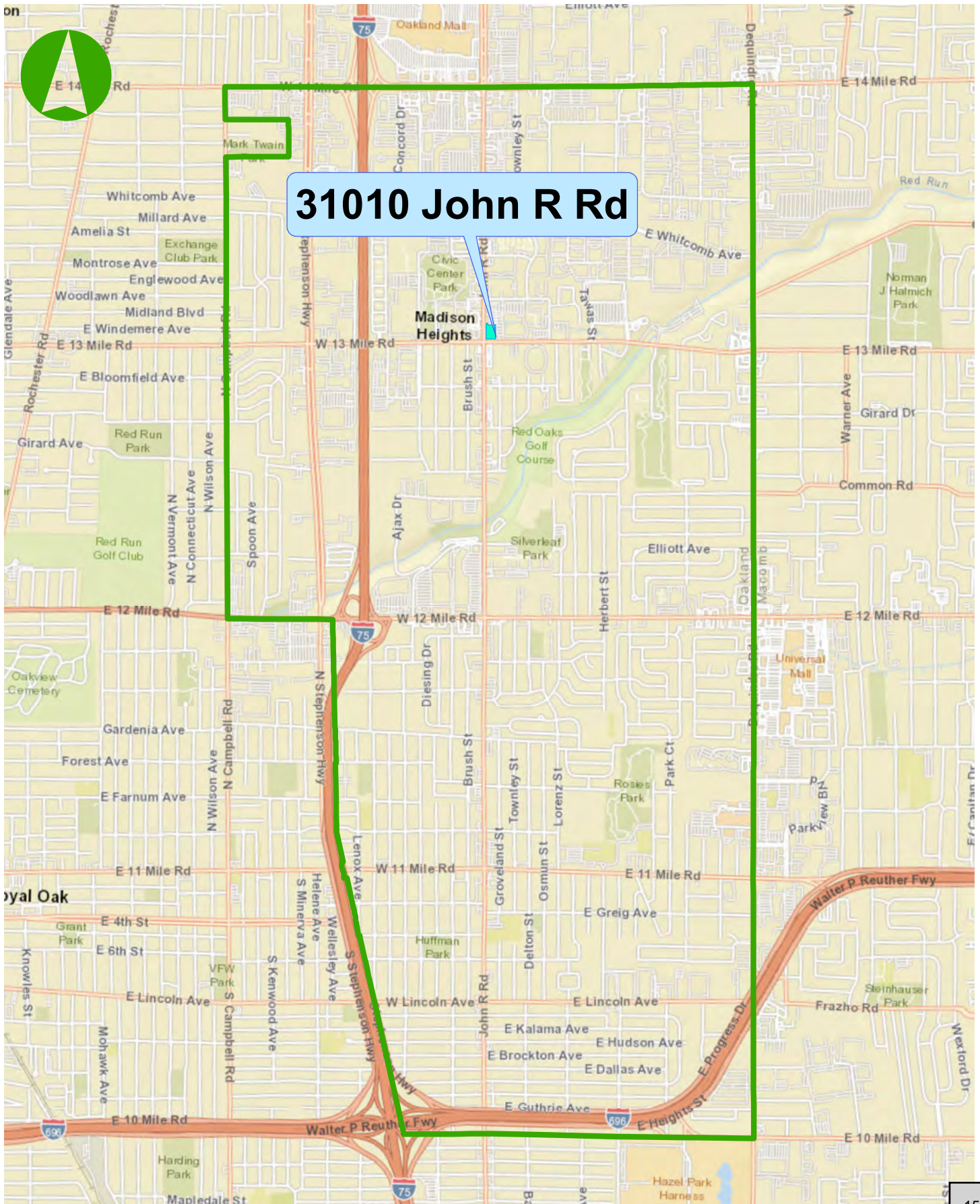
Cheryl E. Rottmann  
City Clerk

FIRST READING: March 13<sup>th</sup>, 2023  
PUBLIC HEARING: April 10<sup>th</sup>, 2023  
ADOPTED: \_\_\_\_\_, 2023  
PUBLISHED: \_\_\_\_\_, 2023  
EFFECTIVE: \_\_\_\_\_, 2023



# PRZN CASE: 23 - 01

Item 3.

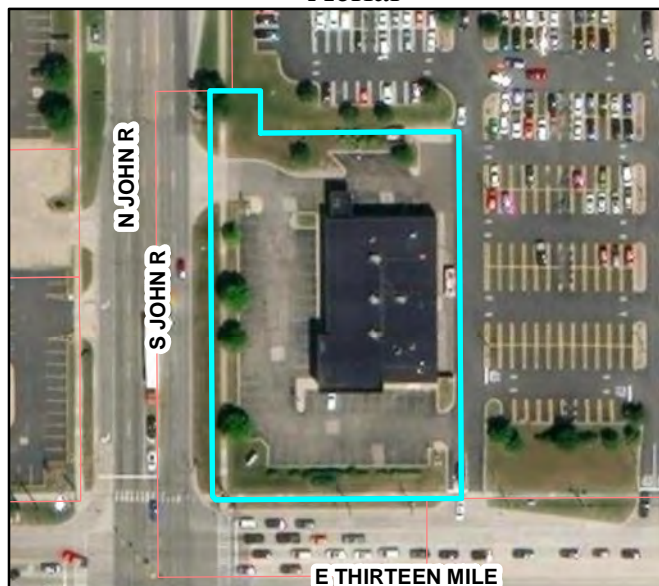


# Site Address: 31010 John R Road

[Click for maps](#)

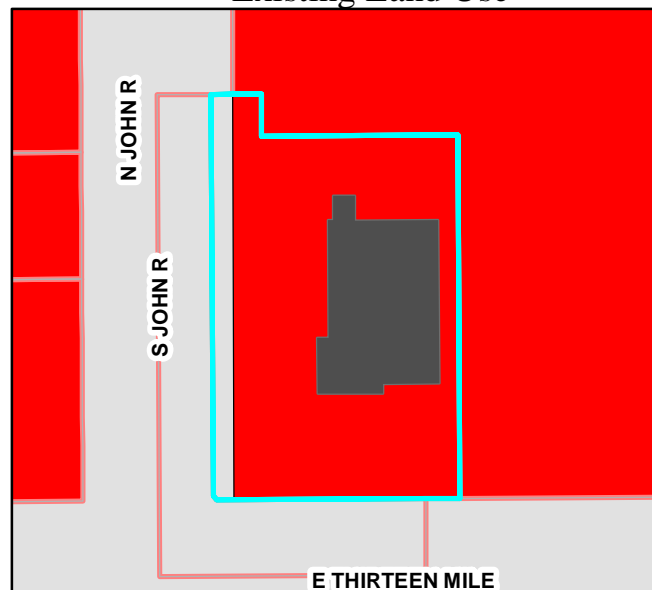


## Aerial



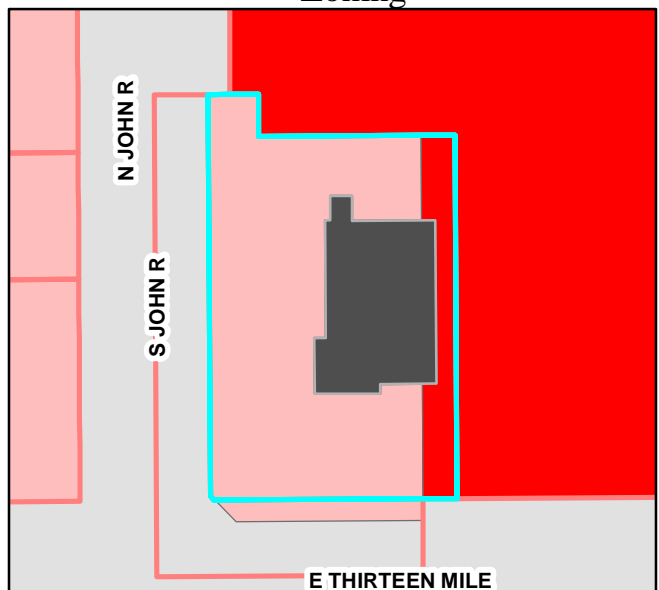
- 31010 John R Rd
- Parcels

## Existing Land Use



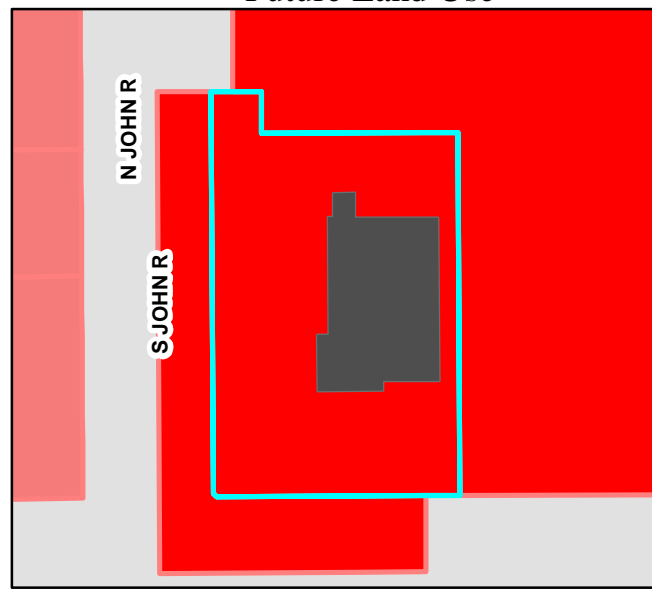
- 31010 John R Rd
- Buildings
- Commercial
- Parcels

## Zoning



- 31010 John R Rd
- Buildings
- B-2 Planned Business
- B-1 Local Business
- Parcels

## Future Land Use



- 31010 John R Rd
- Buildings
- Commercial
- Office





## NOTICE OF PUBLIC HEARING

Notice is hereby given that the **City Council** for the City of Madison Heights will hold a public hearing on **Monday, April 10<sup>th</sup>, 2023 at 7:30 p.m.** in the City Hall Council Chambers, 300 West Thirteen Mile Road, Madison Heights, Michigan 48071, to consider the following rezoning requests:

**Rezoning Request No. PRZN 23-01** by Goodwill Industries of Greater Detroit to rezone one (1) parcel of land located at 31010 John R Road (TM# 44-25-01-351-017) from B-1, Local Business district, to B-2, Planned Business district.

The application and any supporting documents can be viewed during regular business hours at the Community and Economic Development Department. In addition, the agenda item can be viewed online after 4:00 p.m. on the Friday prior to the meeting at [www.madison-heights.org](http://www.madison-heights.org) in the Agenda Center.

For further information, please contact the Community and Economic Development Department at (248) 583-0831.

Cheryl Rottmann, CMC  
City Clerk  
(248) 583-0826

## NOTICE OF PUBLIC HEARING

Notice is hereby given that the Madison Heights Planning Commission will hold a public hearing on **Tuesday, February 21<sup>st</sup>, 2023 at 5:30 p.m.** in the City Hall Council Chambers, 300 West Thirteen Mile Road, Madison Heights, Michigan 48071, to consider the following rezoning requests:

**Rezoning Request No. PRZN 23-01** by Goodwill Industries of Greater Detroit to rezone one (1) parcel of land located at 31010 John R Road (TM# 44-25-01-351-017) from B-1, Local Business district, to B-2, Planned Business district.

The application and any supporting documents can be viewed during regular business hours at the Community and Economic Development Department. In addition, the agenda item can be viewed online after 4:00 p.m. on the Friday prior to the meeting at [www.madison-heights.org](http://www.madison-heights.org) in the Agenda Center.

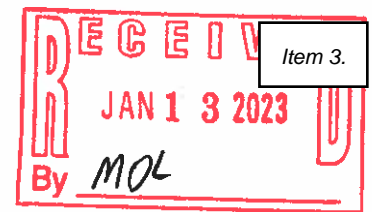
For further information, please contact the Community and Economic Development Department at (248) 583-0831.

Cheryl Rottmann, CMC  
City Clerk  
(248) 583-0826

Madison-Park News: January 25<sup>th</sup>, 2023.



COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT  
300 W. THIRTEEN MILE RD.  
MADISON HEIGHTS, MI 48071  
(248) 583-0831



Application to Rezone Land

I (we) the undersigned do hereby respectfully apply and petition the City of Madison Heights to amend the Zoning Ordinance by changing the zoning map as hereinafter requested. As part of this application, the following facts are shown:

1. Request is hereby made that the following property be rezoned from **B-1** to **B-2**.
2. The property address is **31010 John R Rd** and the parcel is located on the **East** side of **John R Rd** street between **13 Mile Rd** and **E Irving Ave** streets.
3. The legal description of said property is as follows: (attach separately if necessary)  
**T1N, R11E, SEC 1 PART OF SW 1/4 BEG AT PT DIST N 379.50 FT & N 89-53-00 E 43 FT FROM SW SEC COR, TH N 89-53-00 E 39.50 FT, TH S 33 FT, TH N 89-53-00 E 154.98 FT, TH S 286.64 FT, TH S 89-54-00 W 191.44 FT, TH N 45-00-00 W 4.30 FT, TH N 316.50 FT TO BEG 1.31 A 2-11-04 FR 012 & 015**
4. The sidwell number for the property is: **44 25 01 351 017**
5. The owner of said property is:  
Name: **NADG NNN CPHARM (MH-MI) LP C/o Rob Shelto**  
Street Address: **3131 McKinney Ave, Suite L10**  
City, State, Zip: **Dallas, TX 75204**  
Phone: **(469) 906-7300** Email: **rshelton@nadg.com**
6. The Applicant is:  
Name: **Goodwill Industries of Greater Detroit, Inc. C/o Jeff Ukrainec**  
Street Address: **3111 Grand River Ave**  
City, State, Zip: **Detroit, MI 48208**  
Phone: **(313) 557-8773** Email: **jukrainec@goodwilldetroit.org**
7. The applicant is the:  
☐ Owner ☐ Legal Representative ☐ Purchaser ☒ Other **Proposed Lessee with Right of First Refusal to Purchase the Property**
8. Description of proposed use: **Goodwill retail store selling new and gently used clothing & accessories, electronics, furniture, home goods, movies, music, books and toys. Creating approximately 25 jobs. Goodwill's Mission is "We build pathways to independence through personal development and the power of work." Goodwill Detroit is a comprehensive social enterprise that use revenue generated to directly support many of life-changing programs, all while directly providing on-the-job training. Goodwill Detroit provides best in class personal and workforce development training program to Metro Detroit residents living with mental health challenges or developmental disabilities, returning citizens, and residents who have been chronically under or unemployed. Their work is cemented in its founding belief in helping people, and their families move from poverty and dependence to prosperity and independence.**

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT  
 300 W. THIRTEEN MILE RD.  
 MADISON HEIGHTS, MI 48071  
 (248) 583-0831

9. Attached two (2) copies of the plot plan prepared in compliance with the requirements shown in item number three (3) of the "Procedure for Filing Rezoning Application" and the \$1,500.00 application fee.

Signature of Owner: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

Notary's Signature: Angela V. McKeith  
 Notary's Print Name: ANGELA V. McKeith  
 Notary Public, State of Michigan, County of: Wayne  
 My Commission Expires on: February 12, 2027  
 Acting in the County of: Wayne

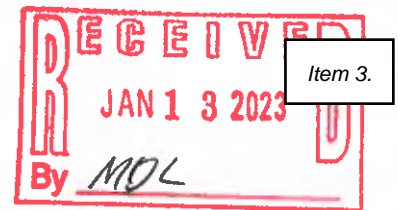
Note: All owners of the property must sign this application and all signatures must be notarized, or legal proof of authority to apply, such as a Power of Attorney, must be attached.

ANGELA V. MCKEITH  
 NOTARY PUBLIC, STATE OF MI  
 COUNTY OF WAYNE  
 MY COMMISSION EXPIRES Feb 12, 2027  
 ACTING IN COUNTY OF Wayne





COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT  
300 W. THIRTEEN MILE RD.  
MADISON HEIGHTS, MI 48071  
(248) 583-0831



Application to Rezone Land

I (we) the undersigned do hereby respectfully apply and petition the City of Madison Heights to amend the Zoning Ordinance by changing the zoning map as hereinafter requested. As part of this application, the following facts are shown:

1. Request is hereby made that the following property be rezoned from **B-1** to **B-2**
2. The property address is **31010 John R Rd** and the parcel is located on the **East** side of **John R Rd** street between **13 Mile Rd** and **E Irving Ave** streets.
3. The legal description of said property is as follows: (attach separately if necessary)  
**T1N, R11E, SEC 1 PART OF SW 1/4 BEG AT PT DIST N 379.50 FT & N 89-53-00 E 43 FT FROM SW SEC COR, TH N 89-53-00 E 39.50 FT, TH S 33 FT, TH N 89-53-00 E 154.98 FT, TH S 286.64 FT, TH S 89-54-00 W 191.44 FT, TH N 45-00-00 W 4.30 FT, TH N 316.50 FT TO BEG 1.31 A 2-11-04 FR 012 & 015**
4. The sidwell number for the property is: **44 25 01 351 017**
5. The owner of said property is:  
Name: **NADG NNN CPHARM (MH-MI) LP C/o Rob Shelto**  
Street Address: **3131 McKinney Ave, Suite L10**  
City, State, Zip: **Dallas, TX 75204**  
Phone: **(469) 906-7300** Email: **rshelton@nadg.com**
6. The Applicant is:  
Name: **Goodwill Industries of Greater Detroit, Inc. C/o Jeff Ukrainec**  
Street Address: **3111 Grand River Ave**  
City, State, Zip: **Detroit, MI 48208**  
Phone: **(313) 557-8773** Email: **jukrainec@goodwilldetroit.org**
7. The applicant is the:  
☐ Owner ☐ Legal Representative ☐ Purchaser ☒ Other **Proposed Lessee with Right of First Refusal to Purchase the Property**

Description of proposed use: **Goodwill retail store selling new and gently used clothing & accessories, electronics, furniture, home goods, movies, music, books and toys. Creating approximately 25 jobs. Goodwill's Mission is "We build pathways to independence through personal development and the power of work." Goodwill Detroit is a comprehensive social enterprise that use revenue generated to directly support many of life-changing programs, all while directly providing on-the-job training. Goodwill Detroit provides best in class personal and workforce development training program to Metro Detroit residents living with mental health challenges or developmental disabilities, returning citizens, and residents who have been chronically under or unemployed. Their work is cemented in its founding belief in helping people, and their families move from poverty and dependence to prosperity and independence.**

COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT  
 300 W. THIRTEEN MILE RD.  
 MADISON HEIGHTS, MI 48071  
 (248) 583-0831

9. Attached two (2) copies of the plot plan prepared in compliance with the requirements shown in item number three (3) of the "Procedure for Filing Rezoning Application" and the \$1,500.00 application fee.

Signature of Owner: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Date: 1-12-23

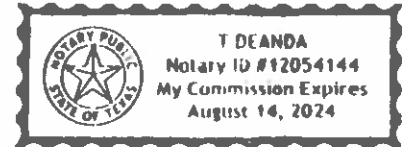
Notary's Signature: T. Deanda

Notary's Print Name: T. Deanda

Notary Public, State of Texas, County of: Dallas

My Commission Expires on: 8-14-2024

Acting in the County of: Dallas



Note: All owners of the property must sign this application and all signatures must be notarized, or legal proof of authority to apply, such as a Power of Attorney, must be attached.







February 10, 2023

Madison Heights Planning Commission  
City Hall  
300 West Thirteen Mile Road  
Madison Heights, MI 48071

**RE: Rezoning Request No. PRZN 23-01 at 31010 John R Road (TM# 44-25-01-351-017)**

Dear Commissioners:

Prior to our rezoning request hearing scheduled for Tuesday, February 21, 2023, I wanted to introduce myself and my organization, Goodwill Industries of Greater Detroit.

Goodwill of Greater Detroit has signed a letter of intent to lease a vacant property at 31010 John R Road (the former CVS at 13 Mile and John R) for what we hope will be our seventh thrift store in the metro Detroit area. We currently operate successful retail stores in Canton, Livonia, Commerce Township, Woodhaven, Dearborn and Ypsilanti.

Goodwill is best known for donated goods and thrift stores. What many do not know, however, is the significant impact of these stores on the mission of Goodwill and all of the communities we serve. Our mission is to **build pathways to independence through personal development and the power of work**. Our retail stores help to fund the training, development and job-placement programming that we provide to individuals across the five county metro Detroit region.

Here is what a new Goodwill store will bring to Madison Heights:

- **Employment and Inclusion** – Goodwill provides jobs. We will employ local residents, including those living with disabilities.
- **Cool Factor** – Thrifting is in! A store in Madison Heights will attract hip, young shoppers from surrounding areas to browse, buy and dine in your community.
- **Sustainability** – Goodwill is environmentally conscious, diverting goods from landfills. In support of your goals and ours, we reuse and recycle millions of tons annually.
- **Convenience** - Ninety percent of goods donated to Goodwill stores come from nearby residents. We provide an accessible, convenient, in-person experience, without the visual disruption of donation bins.

For your convenience, I have included a brochure with more information about Goodwill of Greater Detroit and our retail portfolio.

I appreciate your consideration and look forward to meeting each of you on February 21. Meanwhile, if you have any questions, please don't hesitate to reach out.

Sincerely,

Jeffrey J. Ukrainec  
Vice President, Donated Goods Retail  
Office: 313.557.8773 Mobile: 313.550.2268



# RETAIL PORTFOLIO 2023

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We build pathways to independence  
through personal development  
and the power of work.

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# Table of Contents

04

History &amp; Timeline

05

Mission in Action

06

Programs &  
Subsidiaries

08

Quick Facts

09

Retail Footprint &  
Community Map

10

Who Shops &amp; Why

11

The Secondhand  
Cycle

12

What to Expect

13

Photo Gallery

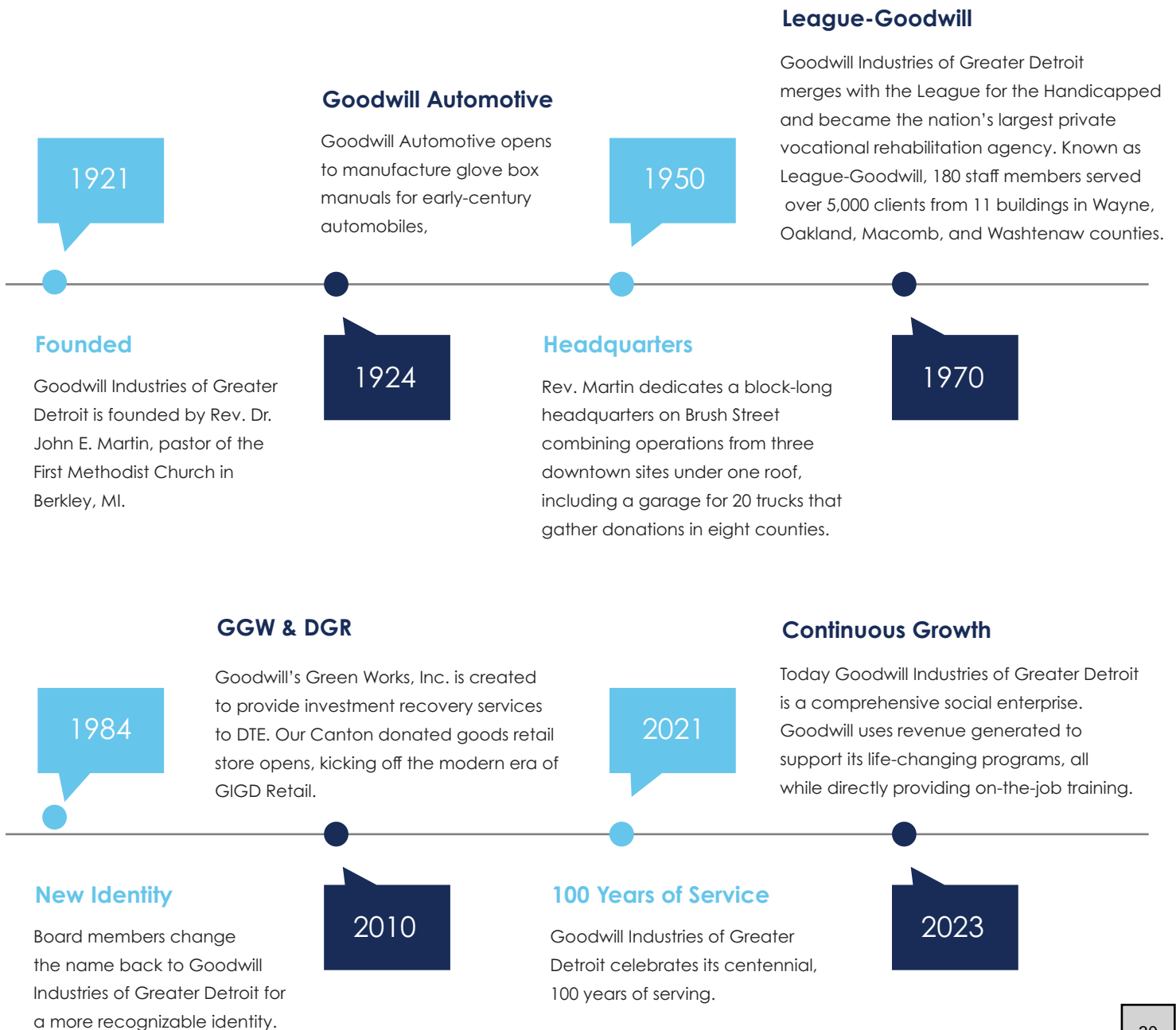
18

Contact Information



# Our History & Timeline

For over 100 years, Goodwill Industries of Greater Detroit has been a leader in making a difference in people's lives. We are committed to providing second chances, growing and restoring independence and dignity, and improving the quality of life for our community members.







# Our Mission In Action



"There's lots of good programs out there, but soon you're on your own. Goodwill helps you get established."

- Parlo, Goodwill's Flip the Script

Goodwill of Greater Detroit is far more than a second-hand clothing retailer. We are a comprehensive enterprise comprised of three distinct operations - Goodwill Donated Goods Retail stores, Goodwill's Green Works and Goodwill Integrated Solutions. Goodwill subsidiaries support life-changing mission programs and provide on the job training.



# Our Programs



## Flip the Script

Focuses on transforming the lives of justice involved individuals through life skills, education, job placement, financial coaching and post-employment retention services.



## Skill Building

Helps adults living with intellectual or developmental disabilities strengthen their functional skills in the areas of employment, financial literacy, communication, socialization, and daily life.



## Career Centers

Provide resources and workshops that prepare people for work and assist businesses with locating personnel.



## Welding Academy

A 12-week hands-on curriculum, through which participants earn American Welding Society Level-1 Certification.



## A Place of Our Own Clubhouse

Provides opportunities for people living with mental illness to engage in society through friendship, employment and support services.



## SURGE Center

From stable housing to child care, our coaches assist employees in managing personal and professional challenges that may impede their job performance.





# Our Subsidiaries



## Goodwill Integrated Solutions

Provides packaging, distribution, kitting, light assembly, rework, and audit/inspection services, shipping over one million pieces a month. As an extension of Goodwill of Greater Detroit, GIS is focused on helping individuals with significant employment barriers obtain and retain employment, earn a living wage, and start on a career path with opportunities for advancement.



## Goodwill's Green Works

An industrial recycling facility on Detroit's East Side, providing money-saving asset recovery services that are safe for the environment. Importantly, Green Works provides both transitional work experience and independent employment opportunities for individuals in Goodwill's mission programs and in our communities.

## MISSION IMPACT

Read about real stories. Real people. Real impact.



**11,700**

PEOPLE SERVED

Our mission **served**  
11,700 people in 2022.

**1,557**

JOBS PLACED

1,557 people obtained  
**competitive employment.**

**\$17.91**

AVG. STARTING  
HOURLY WAGES

Job-ready individuals  
who participate in  
Goodwill programs earn  
**competitive wages.**

**94%**

JOB  
RETENTION

The skills gained through  
Goodwill services help  
individuals **maintain**  
**employment** beyond 90  
days and 91% after 180 days.



# Quick Facts

## Goodwill International

- Is a network of **166 independent**, community-based organizations in the U.S.
- Total revenue by Goodwill organizations: \$5.4 billion annually, with **3,000+ retail stores**
- Total number of donors (includes repeat donations): **65+ million** annually
- Retail sales: **\$4 billion** annually
- **86% of revenues** funded employment programs and support services

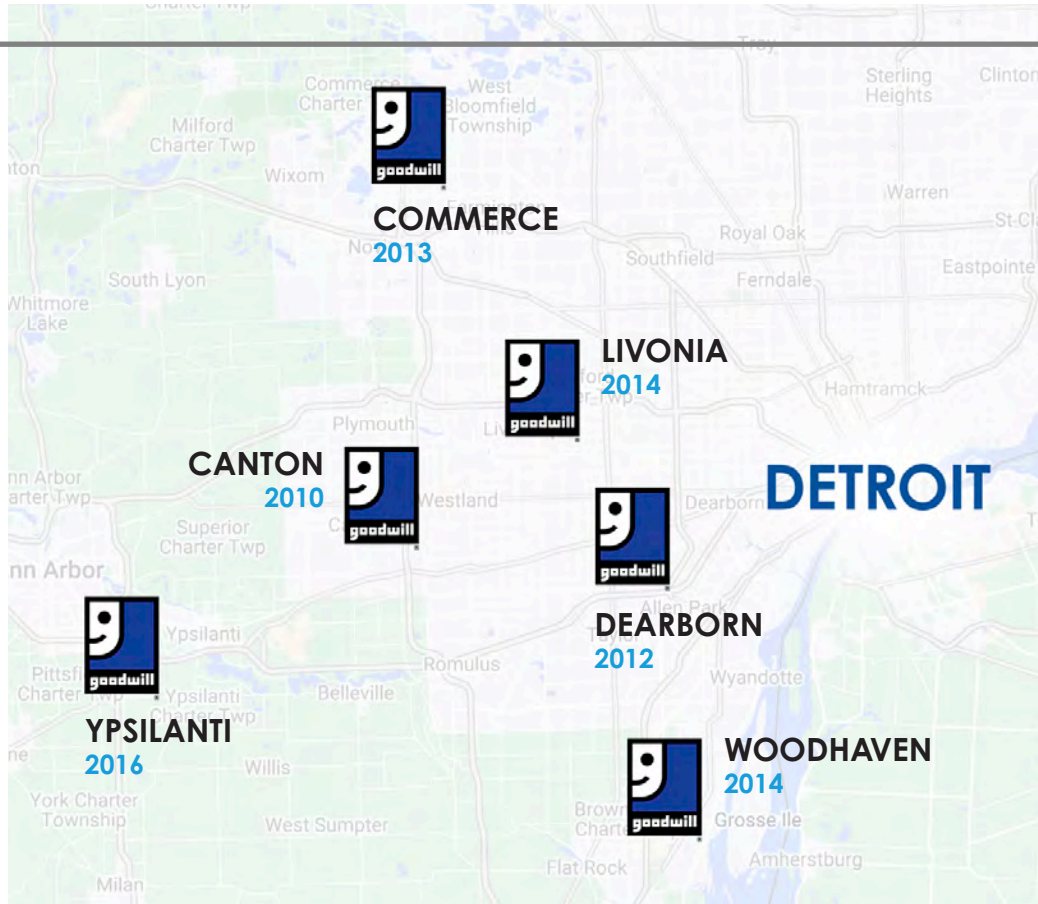
## Goodwill of Greater Detroit Retail

- Operates **6 retail stores** across Metro Detroit
- Engages with roughly **30,000 active shoppers** via email; 5,000 are enrolled in our Club Blue loyalty program
- In 2022, same store sales grew by **12%**
- In 2022, donation events up **8%**
- In 2022, **\$6 million in overall sales**





# Retail Footprint



Goodwill of Greater Detroit is dedicated to helping our communities. Our stores offer a sustainable solution to the environment, reselling gently-used clothing and household items that would otherwise end up in landfills. Proceeds support our mission programs, which help local residents find independence through personal development and the power of work.



# Who Shops & Why?



## Frugal Fashionistas

Specifically, Gen Z women looking to save money, find discounted high-end brands, and collect distinct-to-them clothing. They like to have fun while shopping, enjoy finding special items that complete outfits, and appreciate a more sustainable shopping option.



## Resellers

Many of our shoppers own local small businesses of their own. They hunt our stores picking unique items that they can use to fill their own shelves. This includes both brick and mortar businesses, as well as online resellers using platforms like eBay and Facebook Marketplace.



## Treasure Hunters

For these millenials and boomers, thrifting is in their DNA. Goodwill of Greater Detroit is just one stop on their weekly circuit. They enjoy the process and spend their leisure time looking for unique finds (home goods and clothing). When they find something cool, they tell people about it.



## Minimizers

The primary reason many people shop Goodwill of Greater Detroit is to help reduce their household spending. For families with young kids, it's a great place for clothes they will outgrow. Goodwill's everyday value and selection meets their needs.





# Secondhand Cycle



## Secondhand Shopping is Growing

- Secondhand shopping saw record growth in 2021, growing by 32%.
- The secondhand market is expected to more than double by 2026, reaching \$82 billion.
- Resale clothing is expected to grow 16X faster than the broader retail clothing sector from now until 2026.
- Resale clothing is expected to be larger than fast fashion by the year 2029.
- 41% of shoppers are looking at secondhand first; this grows to 62% for Gen Z and Millennials.



# What to Expect

**When a Goodwill of Greater Detroit store opens in your neighborhood, you're getting more than an exciting new thrift shopping experience. Ninety-two cents on every dollar spent at our stores supports personal and workforce development programming. When you shop second hand, you support the environment and you provide second chances for your community.**

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## Site Specifications

- Preferred size: 11,000 - 21,000 square feet
- Co-tenants: Target, Walmart, Home Depot, Kohls, Meijer, and grocery anchors
- Free standing or end cap
- Drive-thru donation access required

## Goodwill of Greater Detroit Retail

- Increased customer traffic
- Mutually beneficial: your shoppers become our donors and our donors become your shoppers
- Potential/forecast for each store: 100K shoppers
- Potential/forecast for each store: 30K donors
- Market potential: \$45 - \$136 million in annual sales to support Goodwill's mission



# Photo Gallery





# Photo Gallery





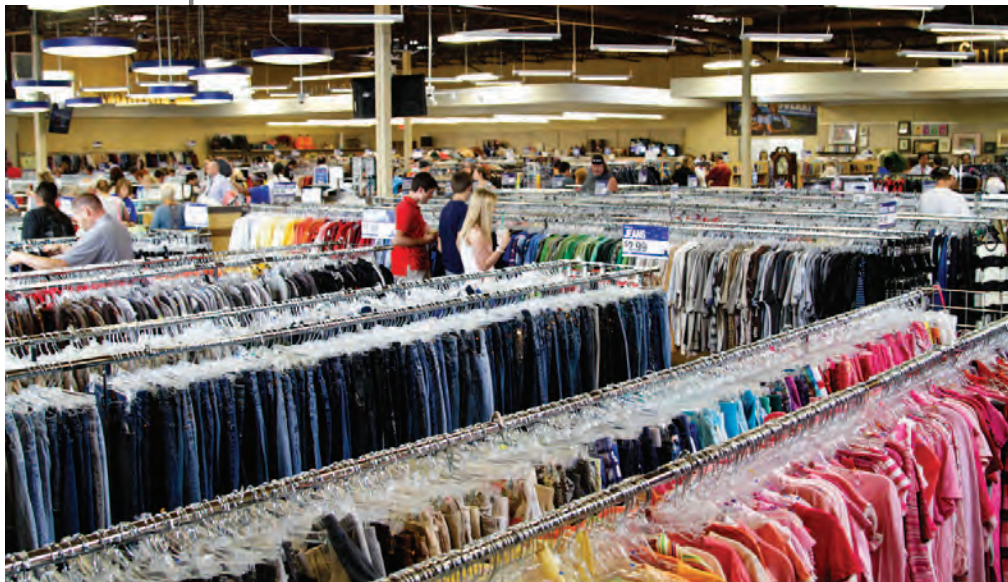


# Photo Gallery





# Photo Gallery







# Photo Gallery



## **ALL FOLLOW-UP INQUIRIES SHOULD BE ADDRESSED TO:**

### **JEFF UKRAINEC**

Vice President, Donated Goods Operations

#### **PHONE:**

Direct - 313.557.8773

Cell - 313.550.2268

Fax - 313.557.8577

#### **EMAIL:**

Jeff.Ukraine@goodwilldetroit.org

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**Goodwill Industries of Greater Detroit  
3111 Grand River Ave., Detroit, MI 48208**

**Matt Lonnerstater**

---

**From:** chris45925@aol.com  
**Sent:** Saturday, February 11, 2023 5:29 PM  
**To:** Matt Lonnerstater  
**Subject:** Rezoning request no PRZN 23-01

Mr. Lonnerstater,

I am submitting the following to be read into the record at the Madison Heights Planning Commission to be held February 21st. This is in regards to the request by Goodwill Industries of Greater Detroit to rezone 31010 John R from B-1 to B-2. It is my understanding that Goodwill Industries would like to repurpose the former CVS currently on that site for a Goodwill store. I think this is an excellent use for that parcel for the following reasons:

1. Second hand or thrift stores are a great way to save money for the residents of Madison Heights and the surrounding area. With one St. Vincent dePaul store at 12 Mile and I-75, and a Grace Center of Hope and a Value Village both at 11 Mile and I-696 there are few options available in the area. With the current rate of inflation, many residents are looking for ways to make their cash go further and thrift stores are a great option
2. Thrift stores help the environment by keeping gently used items out of the landfills and encouraging the re-use of clothing and items that have already been created, decreasing the need for the production of additional items. Most people would much rather donate an item rather than throw it away and this store would be an excellent place for them to donate.
3. Organizations running second hand shops provide jobs and support to the local community.
4. That area of Madison Heights has an abundance of retail shopping. A Goodwill shop increases the variety of shopping options on the John R corridor and offer a one of a kind treasure hunting experience that you can't find at standard brick and mortar stores.

I would like to see Goodwill Industries make use of the currently empty store on the corner of 13 Mile and John R. I hope the Planning Commission agrees and is willing to rezone that parcel.

Christine Fecteau

**Matt Lonnerstater**

---

**From:** Steve Conner <fwbchapelpastor@gmail.com>  
**Sent:** Wednesday, February 1, 2023 3:17 PM  
**To:** Ukrainec, Jeffrey  
**Subject:** Welcome to the neighborhood

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello Jeff,

We welcome any help to improve the lives of the people in our neighborhood. We believe it's very beneficial to help people with their physical needs. We welcome any business that has the goal of giving back to the community.

If you need anything more please contact us.

Pastor Steve Conner

Free Will Baptist Chapel



**Matt Lonnerstater**

---

**From:** Tyler VanSteenburg <tyvansteen@gmail.com>  
**Sent:** Friday, January 27, 2023 2:14 PM  
**To:** Ukrainec, Jeffrey  
**Subject:** Re: connection for Goodwill

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Jeff,

Thanks for reaching out! We are so excited about the possibilities this could open up for our community! Madison Heights Church of the Nazarene is in full support of Goodwill moving into the old CVS!

Pastor Tyler VanSteenburg  
Madison Heights Church of the Nazarene  
Lead Pastor

On Thu, Jan 26, 2023 at 4:54 PM Ukrainec, Jeffrey <[Jeff.Ukrainec@goodwilldetroit.org](mailto:Jeff.Ukrainec@goodwilldetroit.org)> wrote:

Tyler – thanks for the call today. Greatly appreciate it and your support for our potential upcoming project.

Again, my name is Jeff Ukrainec and I am the Vice President of Donated Goods Retail for Goodwill Industries of Greater Detroit.

Goodwill Industries of Greater Detroit has signed a letter of intent to lease the vacant property at [31010 John R Rd](#) (former CVS in front of Sam's Club). Even though Goodwill is a not-for-profit, second hand retail is considered a special land use in Madison Heights, thus we need approval from the Zoning Board and City Planning Commission to allow us to occupy and operate our store. Along with this, they have an ordinance in place that requires additional approval if the property is located within 300 of a church, thus the reason I am reaching out to you.

A little history, Goodwill Industries of Greater Detroit has been operating for over 100 years, and our mission is "We build pathways to independence through personal development and the power of work." With this mission in mind, our stores not only provide direct employment opportunities for 20+ employees, but it also helps to raise funds to support our employment and training programs, which allows Goodwill to create other jobs. So anyone that may have a barrier to employment, whether it be a disability, background issue, or single parent family, we either provide training to give people the skills to gain employment or, like the store we would open, we create a business to actually employ these individuals.

We intend to be an attractive addition to Madison Heights and by bringing our Goodwill resale store to city, everyone will benefit. It will create jobs, it will provide a location for the residents of Madison Heights to donate their unwanted items, it will stimulate the economy, it will drive traffic to the other neighboring businesses, and it will help the environment as we try to reuse, recycle, repurpose, or resell all items we receive.

Please feel free to contact me with any questions you might have and I appreciate your help.

Thank you.

**Jeff Ukraineec**

Vice President, Donated Goods Operations

**Goodwill Industries of Greater Detroit**

[3111 Grand River Ave., Detroit, MI 48208](#)

**phone** 313.557.8773 (direct) 313.550.2268 (cell) 313.557.8577 (fax)

**email** [Jeff.Ukraineec@goodwilldetroit.org](mailto:Jeff.Ukraineec@goodwilldetroit.org)

**"Co-creating Independence and Dignity Through  
the Power of Personal and Workforce Development"**

**Matt Lonnerstater**

---

**From:** Jared Gell <JGell@midamericagrp.com>  
**Sent:** Friday, February 17, 2023 8:39 AM  
**To:** Matt Lonnerstater  
**Subject:** Goodwill

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Hi Matt,

I'm unfortunately out of town for Goodwill's hearing; can you please share this email with the Planning Commission?

As a broker, I've been fortunate to represent Goodwill Industries of Greater Detroit since 2010. In this time, we've gone from no retail stores in metropolitan Detroit to 6 stores and growing. Our locations are all in high profile and in first class communities. Canton on Ford Rd across from Ikea; Livonia on Middlebelt across from Meijer and Home Depot; Commerce Township on Haggerty in front of Meijer; Woodhaven at West & Allen in front of Meijer and adjacent to Aldi, Starbucks and Chick Fil A; Dearborn on Michigan Ave in the heart of the downtown trade area; and Pittsfield Twp. on Carpenter across from Target and Meijer.

We successfully navigated the entitlement process in each community either through regulated use or special land use approvals as the ordinances haven't necessarily been updated to reflect today's Goodwill store. I encourage members of the Planning Commission to reach out to their colleagues in these municipalities to get sense of Goodwill's positive impact and job creation.

The former CVS is unique to our experience as we need to re-zone the property from B-1 to B-2 before we commence the special land use and variance approvals. The property is zoned B-1, but is surrounded by Sam's Club and their gas station, which are both already zoned B-2.

Goodwill has successfully negotiated a long term lease with a right of first refusal to purchase the property from the ownership group. Goodwill's making a substantial 6 figure renovation investment to the interior of the former CVS and the landlord is making improvements to the exterior of the property. Goodwill plans to be a long term and good standing economic generator and neighbor in Madison Heights for years to come.

Please consider approving their rezoning request.

Thank you,

Jared Gell



**Jared Gell | Vice President**

**Mid-America Real Estate-Michigan, Inc.**

38500 Woodward Avenue, Suite 100 | Bloomfield Hills, MI 48304

Phone: 248.855.6800 | Direct: 248.385.5010 | Mobile: 248.514.0545 | Fax: 248.835.5036

[Email](#) | [Website](#) | [LinkedIn](#) | [Marketplace](#) | [Instagram](#)



**CITY OF MADISON HEIGHTS**  
**PLANNING COMMISSION MEETING MINUTES**

February 21, 2023  
 Council Chambers – City Hall  
 300 W. 13 Mile, Madison Heights, MI 48071

## 1. CALL TO ORDER

Chair Champagne called the meeting of the Madison Heights Planning Commission to order at 5:31 p.m.

## 2. ROLL CALL

Present: Chair Josh Champagne  
 Mayor Roslyn Grafstein  
 Mayor Pro Tem Mark Bliss  
 Commissioner Melissa Kalnasy  
 City Manager Melissa Marsh

Absent: Commissioner Cliff Oglesby, Commissioner Eric Graettinger, Commissioner Grant Sylvester

Also Present: City Planner Matt Lonnerstater  
 Assistant City Attorney Tim Burns  
 Business Services Coordinator Mary Daley

## 3. EXCUSE ABSENT MEMBERS

Motion by Commissioner Grastein, supported by Commissioner Bliss to excuse Commissioners Oglesby, Graettinger and Sylvester

Motion carries unanimously.

## 4. APPROVAL OF THE MINUTES

Motion by Bliss, seconded by Kalnasy to approve the minutes of the regular Planning Commission meeting of January 17, 2023.

Motion carries unanimously.

## 5. PUBLIC HEARING

### A. Rezoning request No. PRZN 23-01

**Public Hearing opened to the public at 5:25 pm.**

Business Services Coordinator Daley read comments that were emailed into the record. An email was received and read from Pastor Tyler VanSteenburg of Madison Heights Church of the Nazarene in full support of Goodwill moving into the old CVS location.

An email was received and read from Jared Gell in support of the rezoning on behalf of Goodwill.

An email was received and read from Pastor Steve Conner of Free Will Baptist Chapel stating their support of Goodwill and how the community will benefit from this business.

An email was received and read from Christine Fecteau in support of rezoning the parcel at 31010 John R from B-1 to B-2.

**Seeing no further comments, the Chair closed the public hearing at 5:40 p.m.**

Planner Lonnerstater presented the staff report on the rezoning request no. PRZN 23-01 by Goodwill Industries of Greater Detroit to rezone one parcel of land located at 31010 John R Road from B-1 to B-2 with the ultimate goal to open a retail store. The store is classified as a used goods use per the Madison Heights ordinance since they sell used products. The property is surrounded by the Sam's club property, which is zoned B-2, including their associated parking drive aisles and gas stations. The subject shares vehicular access points and drive aisles with Sam's Club.

Planner Lonnerstater reviewed the following findings:

1. The applicant requests a rezoning from B-1, Local Business, to B-2, Planned Business, to open a used goods use within the existing structure on site. The B-2 district permits a range of general commercial, retail, restaurant, and office uses. The uses permitted in the B-2 district are generally appropriate for the subject site.
2. The proposed B-2 district is generally compatible and consistent with adjacent retail uses, including the Sam's Club wholesale facility that surrounds the subject site. The subject site shares vehicular access points, drive aisles, and parking with the Sam's Club, which is consistent with the intent of the B-2 zoning district.
3. The proposed B-2 District is compatible with adjacent B-1 and B-2 zoned parcels, as well as Multiple-Family-zoned parcels across 13 Mile Rd.
4. The proposed B-2 District is aligned with the "Commercial" future land use designation for the subject site.
5. The Site Plan Review Committee (SPRC) reviewed the proposed rezoning request at their January 25th, 2023 meeting and did not express any objections. The SPRC will separately review additional applications relating to this project, if submitted, including special use, variance, and site plan submittal. Special Approval through City Council is required for used good uses (subject to additional siting standards for regulated uses). Based on these findings, staff recommends that the Planning Commission recommend to City Council approval of the requested rezoning from B-1, Local Business, to B-2, Planned Business, on the subject property at 31010 John R Rd.

Staff finds the use appropriate and consistent with adjacent uses and compatible with B1 and B2 districts. Based on these findings, Staff recommends that the Planning Commission recommend to City Council approval of the requested rezoning from B-1, Local Business, to B-2, Planned Business, on the subject property at 31010 John R Rd.

**Motion by Commissioner Kalnasy, seconded by Commissioner Marsh to make a motion to recommend to City Council to approve the rezoning request PRZN 23-01 for 31010 John R Road from B-1 to B-2 based on the findings provided by Staff.**

**Ayes: Bliss, Grafstein, Kalnasy, Marsh, Champagne**

**Nays: None**



**Absent: Graettinger, Oglesby, Sylvester**  
**Motion carries unanimously.**

**6. PUBLIC COMMENT - For items not listed on the agenda**

No public comment.

**7. NEW BUSINESS**

**a. Zoning Ordinance Rewrite Update and Discussion - City Center and Mixed Use Innovation Districts, Missing Middle Housing, and Business Districts.**

Planner Lonnerstater briefed the Commission on the status of the Zoning Ordinance rewrite and the recent informal workshop that was held on February 7<sup>th</sup>. The two main topics at the workshop revolved around City Center districts and mixed use innovation zoning. Discussion continued about the intent of a mixed use innovation zoning district. A map showed this district is very similar to the current DDA. The intent is to implement the future land use category in the master plan which is to create a vibrant and compact city center and pedestrian oriented district.

The City Center zoning district is considered a “form-based” district. Compared with conventional zoning districts that primarily focus on regulating uses, form-based districts place at the forefront standards relating to building form, massing, and the relationship between the building and the street. Conversely, land use takes a secondary focus.

The proposed City Center district allows for the construction of eight (8) unique building types:

- Mixed-Use
- Pedestrian-Oriented
- Makerspace
- Hotel
- Bank
- Landmark
- Theater
- Parking Garage

As presented in the packet from Staff, each building type has its own placement standards design, massing standards and design standards. A table provided shows permitted uses broken down by building type and by ground floor/upper stories, most building types allow, and encourage, a mix of residential and commercial uses.

After some discussion, a suggestion was made to include a graphic example of a food truck or a site with a food truck pad. Another suggestion was made to include outdoor dining as a graphic element. Discussion will continue more at the next meeting due to time constraints.

Commissioner Bliss suggested a sub committee to review this portion of the zoning ordinance rewrite. Commissioner Marsh noted that we currently have an active zoning ordinance review committee consisting of herself, Commissioner Graettinger, Chair Champagne, C.E.D. Director Tucker, Planner Lonnerstater, and a member of the DDA Board.

The zoning ordinance review committee can have up to four Planning Commissioners on it without

creating a quorum. Therefore, Councilman Bliss suggested we add an additional planning commission member to the committee, Melissa Kalnasy.

**Motion by Commissioner Bliss, seconded by Grafstein, to add Commissioner Kalnasy to the zoning ordinance review committee.**

**Motion carries unanimously.**

#### **8. MEMBER UPDATES**

No member updates.

#### **9. PLANNER UPDATES**

Planner Lonnerstater briefly updates the Commission on the development on 14 Mile which consists of a car wash and donut shop and the proposed three story mixed use development at John R Road and 11 Mile, which can be found in the packet.

#### **10. ADJOURNMENT OF MEETING**

Meeting adjourned by the Chair at 6:18 pm.



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 04/10/23

**PREPARED BY:** Melissa Marsh, City Manager

**AGENDA ITEM CONTENT:** Environmental Sustainability Master Plan

**AGENDA ITEM SECTION:** Consent Agenda

**BUDGETED AMOUNT:** \$0

**FUNDS REQUESTED:** 3,150

**FUND:** 101-265-818-0000

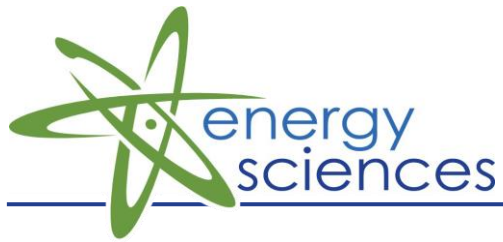
**EXECUTIVE SUMMARY:**

In accordance with the City's Strategic plan and the recommendation from the Environmental Citizens Committee, staff has engaged the services of Energy Sciences to complete an Environmental Sustainability Master Plan and update our energy baselines and reporting. Grant funding is available through EGLE and is anticipated to cover approximately 85% of this \$20,900 cost, if awarded.

Energy Sciences will be assisting with the grant justifications for the above mentioned activities.

**RECOMMENDATION:**

Staff and I recommend City Council approve Energy Sciences to complete an Environmental Sustainability Master Plan, if the City is awarded funding for the EGLE Community Energy Management Program grant.



# Environmental Sustainability Plan Proposal For



## SUBMITTED TO:

Melissa Marsh  
City Manager  
City of Madison Heights  
300 W 13 Mile Rd  
Madison Heights, MI 48071  
Email: [MelissaMarsh@Madison-Heights.org](mailto:MelissaMarsh@Madison-Heights.org)

## SUBMITTED BY:

Energy Sciences Resource Partners, LLC  
3500 West 11 Mile Rd, Suite B  
Berkley, MI 48072  
Date: 3/31/23

### Contact info:

Shelley Sullivan  
[Shelley.Sullivan@esciences.us](mailto:Shelley.Sullivan@esciences.us)  
Mobile: 314.660.2911

Dear Ms. Marsh

Energy Sciences works collaboratively with clients to identify project needs and requirements, pursue customized solutions, and design targeted approaches to meet and exceed client needs. Our team specializes in facility support services that improve building performance and lower operational costs. We enjoy helping others achieve their goals; that is why we are pleased to offer our services for the City of Madison Heights.

Energy Sciences proposes to provide assistance in the development in a Master Environmental Sustainability Plan for the City of Madison Heights. Once developed, the plan will provide a roadmap to successfully achieving the City's goals.

We look forward to helping you. If you have any questions regarding this proposal, please do not hesitate to call us.

Sincerely,

A handwritten signature in dark ink, appearing to read "Shelley Sullivan". The signature is fluid and cursive, with a horizontal line extending from the end.

Shelley Sullivan, CEM, CLEP, CEA  
President  
Energy Sciences

Contents

Proposed Scope of Work..... 4

    Tasks..... 4

Deliverables..... 5

    Assumptions..... 5

    Exclusions ..... 5

Fees and Schedule..... 6

Key Resources ..... 6



## Proposed Scope of Work

In January 2023, the City Council adopted a Strategic Plan that included the prioritization of Environmental Sustainability. In line with this objective, the City desires to develop a Environmental Sustainability Plan.

Our goal is to assist the City to develop a vision and implement long-term goals that address challenges and opportunities to become a more sustainable municipality. The plan will establish focus areas and goals, baselines, and action plans needed to achieve the goals which will provide City officials the opportunity to demonstrate strategic, sustainable leadership for their citizens. The plan will have financial benefits for the City, lowering operational costs through waste reduction, and the adoption of energy efficiency has been proven to reduce operational costs and reduce long term liabilities through cost savings. The savings can later be used to help fund investments that spur additional savings, revenues, and economic development for the City.

### Tasks

Energy Sciences will work collaboratively with the City to develop the plan and will concentrate our efforts to build a framework in the general areas of environmental sustainability. There are three major tasks associated with development of the plan including 1) Assessment of Current Practices 2) Development of Plan Document 3) Implementation of the Plan 4) Communication of Results.

Following is a highlevel breakdown of specific actions to be completed under each major tasks:

#### 1. Assessment of Current Practices

- a. Determine strategic priorities or focus areas such as energy waste reduction, evaluating & promoting the use of EVs and charging stations, community engagements such as recycling and tree planting, etc. Energy Sciences recommends 3-5 priorities to start.
- b. Analyze and assess energy baseline information and determine the performance metrics to measure against, such as energy usage, and carbon management measures.
- c. Review short and long term capital planning for building upgrades & utilization and other initiatives supporting the strategic priorities.

## 2. Development of Plan Document

- a. Setting sensible goals for each of the priorities that are impactful yet achievable with reasonable target completion dates for a successful plan execution. This will include a review of potential energy efficiency measures that can be implemented throughout City buildings.
- b. Explore actions to be taken to support priorities and develop action plans in collaboration with City Staff. Determine timelines and milestones.
- c. Drafting and finalizing of plan documents

## 3. Communication of Results

- a. Communicate progress to stakeholders. Determine the communication methods and intervals to share progress updates. Energy Sciences will assist with monthly progress reporting which will be delivered to the City and State of Michigan for the Community Energy Management Grant.
- b. Plan for reassessment & modification of Master Plan to ensure that the City's commitments to a sustainable future are upheld.

## Deliverables

Deliverables include a branded written Environmental Sustainability Plan document and supporting action plans. Support reporting results to Stakeholders will be provided monthly after delivery of The Plan through August 2024.

## Assumptions

This proposal is based on Energy Sciences' assumption that the City of Madison Heights(Owner) will provide the following:

- Owner will provide monthly historical and relevant information to support in the development of the plan such as Michigan Green Communities Challenge, EV charging plans, future capital plans for building upgrades, etc.

## Exclusions

The proposal does not include City residential & commercial community water & waste management practices unless requested via an addendum to this proposal.

## Fees and Schedule

The total lump sum fee for the development of the Environmental Sustainability Plan is \$16,400.00.

Task	Estimated Timeline	Fee
Assessment	May 2023 - July 2023	<b>\$5,740.00</b>
Development	July -September 2023	<b>\$8,200.00</b>
Communication (assistance with monthly progress reporting of The Plan)	May 2023 - October 2023	<b>\$2,460.00</b>

Invoicing will be done on a progress basis after each task is completed. We are prepared to begin this project within 2 weeks of the purchase order or contract.

## Key Resources

### Shelley Sullivan CEM, CSDP:

Ms. Sullivan has a diversified energy and environmental background with over 25 years of experience implementing sustainable solutions that reduce energy waste, minimize environmental impact, and reduce operating costs. She has a passion for the environment and a commitment to helping facility owners improve building energy and operational performance while minimizing their environmental footprint. Shelley works collaboratively with customers to develop practical strategies customized for their individual goals and needs. In 2008, Ms. Sullivan co-founded Energy Sciences, a full-service energy consulting company that collaborates with businesses, governments, and utilities to optimize how they use energy and other resources. Shelley holds a BS in chemical engineering, MS in hazardous waste management, and numerous professional certifications including CEM, CEA, CLEP, and CSDP.

### Michelle Peters PMP:

Michelle is a multifaceted program manager with more than 10 years of experience in project management, energy efficiency and demand reduction consulting, sustainability and design industries. She is passionate about developing functional programs for business and sharing all the benefits of sustainability and waste reduction. She currently manages energy efficiency programs and develops and delivers sustainability training and programs for Energy Sciences, and its clients. Michelle holds a Bachelor of Interior Architecture from Lawrence Technological University and PMP certification from Project Management International.



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 04/10/23

**PREPARED BY:** Melissa Marsh, City Manager

**AGENDA ITEM CONTENT:** Resolution for MI-MAUI Membership

**AGENDA ITEM SECTION:** Consent Agenda

**BUDGETED AMOUNT:** \$0

**FUNDS REQUESTED:** \$1,887.00

**FUND:** 101-248-958-0000

**EXECUTIVE SUMMARY:**

The City of Madison Heights individually lacks the staffing capacity, technical and legal knowledge and economic or political power to consistently and effectively monitor and influence proceedings of the MPSC and other regulatory bodies, or to influence the business policies and practices of regulated utilities to insure better reliability of electricity services. By joining other municipalities in the Michigan Municipal Association for Utility Issues (MI-MAUI), we will hopefully have a more powerful, consistent, informed, and unified voice in regulatory and utility matters.

**RECOMMENDATION:**

Staff and I recommend City Council adopt the MAUI membership resolution and authorize members for \$1,887. Funding is available in General Administration Membership and Dues to cover this expense.

**To:** Mayor and City Council

**From:** Melissa Marsh, City Manager

**Date:** March 28, 2023

**Subject:** Michigan Municipal Association for Utility Issues (MAUI) Membership

## **BACKGROUND**

Local governments and the communities they serve have little influence over the rates, regulations and business practices that determine one of their most significant expenses—what they pay for energy. A growing number of local governments also want to reduce their energy footprints but are again at the mercy of complex rules and regulations that often hinder what they can achieve. By joining together in the Michigan Municipal Association for Utility Issues (MI-MAUI), local governments and public agencies gain collective clout, focus and expertise to influence regulatory processes and utility practices. MI-MAUI connects municipal leaders, aligns them along common interests, and produces energy cost savings and innovative solutions to community challenges. Thank you for the City of Farmington Hills’ interest in the Michigan Municipal Association for Utility Issues and in joining the municipal intervention in DTE’s electric rate case, U-20836

I’m writing in response to your request for information on our programs, membership requirements and costs. I’m also including information on our 2022 priorities, so you’ll have a sense of what the dues support.

## **MEMBERSHIP DUES AND BENEFITS**

Annual dues are figured as 0.3% of a municipality’s annual billings from regulated energy utilities (in your case, DTE) for electric and gas usage but not project-related payments (e.g. LED streetlight conversion fees). For Madison Heights this fee is calculated at \$1,887.

MAUI represents local governments and other independent public agencies served by investor-owned utilities throughout Michigan, focusing on municipal operations including:

- municipal street lighting tariffs, technologies and maintenance practices;
- electric/gas tariffs and utility practices affecting municipal buildings, water treatment plants;
- tariffs and policies related to solar PV and microgrids serving municipal facilities;
- rates and rules for utility green-power programs.

MAUI also addresses issues not directly related to municipal costs and operations, including issues that affect residential ratepayers such as cost, reliability, energy efficiency and renewable energy programs.

## **DTE PRIORITIES**

*DTE Electric rate case U-20836*

MAUI has two general priority areas in this rate case:

For municipal operations and costs, we are focused on street lighting rates and tariffs. Our top concern is that DTE is requesting to raise street lighting rates an average of 18%. Even worse, the

Company proposes to increase rates for company-owned lights served by overhead wires an average of 24%. Aside from cost, we are also focused on reliability – lights fail too often, DTE takes too long to repair them, and no improvements have occurred despite widespread installation of LEDs.

For residential electric issues, we will focus on reliability and cost of service. DTE customers suffered through multiple, extended power outages this past summer. DTE has significantly below-average reliability performance nationally, but significantly above-average residential rates. The Company proposes to raise residential rates about 10%, citing the cost of improving reliability. MAUI will work to make sure the investments make sense, are cost-effective and that costs are fairly allocated. Our work on residential issues in this case is funded by the state Utility Customer Protection Board, so there are no incremental costs to members; but we do need municipalities to be members to increase our representative power in the case.

### **RECOMMENDATION**

The City of Madison Heights individually lacks the staffing capacity, technical and legal knowledge and economic or political power to consistently and effectively monitor and influence proceedings of the MPSC and other regulatory bodies, or to influence the business policies and practices of regulated utilities to insure better reliability of electricity services. By joining other municipalities in the Michigan Municipal Association for Utility Issues (MI-MAUI), we will hopefully have a more powerful, consistent, informed, and unified voice in regulatory and utility matters. Therefore, staff and I recommend City Council adopt the MAUI membership resolution and authorize members due not to exceed \$2,000.





**Date: March 24, 2023**  
**Number: 202301**

# Invoice

**To:**  
Melissa Marsh  
City Manager  
Madison Heights, Michigan

**From:**  
MI-MAUI  
4989 Earhart Road  
Ann Arbor, MI 48105  
USA

Description of work
2022 MI-MAUI membership assessment = 0.3% of \$628,890.69 annual DTE spend.

2022 membership	\$1,887.00
-----------------	------------

*Please remit payment within 21 days of invoice date, to address above or via electronic payment.*

### Resolution

WHEREAS, the City of Madison Heights ("City") strives to reduce energy use and expenditures in its operations and encourages and supports its residents, businesses and others to make similar efforts; and,

WHEREAS, the viability of many local government energy-related initiatives is determined by regulations set by state or federal regulatory agencies, such as the Michigan Public Service Commission (MPSC); and,

WHEREAS, implementation of many local government energy-saving efforts depends on the support and participation of regulated utilities; and,

WHEREAS, the infrastructure and operations of regulated utilities may also impact economic development, environmental quality, quality of life, uses of roadways and public easements and other issues of vital concern to local governments; and,

WHEREAS, the ability of regulatory agencies and regulated utilities to consider and serve the needs of municipal governments may be hindered by lack of organized priorities, agreed positions, consistent and expert representation among the hundreds of local governments within the state of Michigan; and,

WHEREAS, municipalities individually lack the staffing capacity, technical and legal knowledge and economic or political power to consistently and effectively monitor and influence proceedings of the MPSC and other regulatory bodies, or to influence the business policies and practices of regulated utilities; and,

WHEREAS, the Michigan Municipal Association for Utility Issues (MI-MAUI), a non-profit research and education organization, has formed to give municipalities a more powerful, consistent, informed and unified voice in regulatory and utility matters; and,

WHEREAS, membership in MI-MAUI is open to any local government in the State of Michigan, with membership fees determined according to each member's annual utility billings; and,

THEREFORE, be it resolved, that the City of Madison Heights is joining MI-MAUI at a 2023 membership cost not to exceed \$2,000; and,

Further, be it resolved that the City of Madison Heights appoints City Manager, Melissa Marsh to serve as its representative to MI-MAUI.



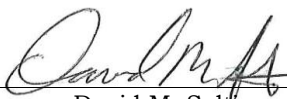
Roslyn Grafstein  
Mayor



Toya D. Aaron  
Councilwoman



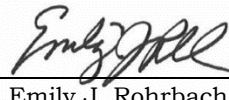
Sean D. Fleming  
Councilman



David M. Soltis  
Councilor



Mark A. Bliss  
Mayor Pro Tem



Emily J. Rohrbach  
Councilor



Quinn J. Wright  
Councilor

City Council Regular Meeting  
Madison Heights, Michigan  
March 27, 2023

A City Council Regular Meeting was held on Monday, March 27, 2023 at 7:30 PM at City Hall  
- Council Chambers, 300 W. 13 Mile Rd.

**PRESENT**

Mayor Roslyn Grafstein  
Councilwoman Toya Aaron  
Councilman Sean Fleming  
Councilor Emily Rohrbach  
Councilman David Soltis  
Councilor Quinn Wright

**ABSENT**

Mayor Pro Tem Mark Bliss

**OTHERS PRESENT**

City Manager Melissa Marsh  
City Attorney Jeffrey Sherman  
City Clerk Cheryl Rottmann

Councilman Soltis gave the invocation and the Pledge of Allegiance followed.

**MEETING OPEN TO THE PUBLIC:**

Matthew Savaya, owner of Victoria's Jewels, spoke in favor of his business location being rezoned to permit a pawn shop use. The location is 28731 Dequindre.

Madison Heights Citizens United Board Member Laurie Geraldts stated that they appreciate the support of the City for the Juneteenth celebration. It is a dynamic event that enhances the community and brings a lot of people from the surrounding community to the City.

**CM-23-73. Consent Agenda.**

Motion made by Councilor Rohrbach, Seconded by Councilor Wright, to approve the Consent Agenda as read.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-74. Police Chief - Purchase of Radar Units.**

Motion made by Councilor Rohrbach, Seconded by Councilor Wright, to approve the purchase of twelve (12) single antenna radar units for \$18,396 and three (3) dual antenna units for \$5,985 for a combined total of \$24,381 from Applied Concepts, who holds the Michigan State Police contract pricing for the State of Michigan.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-75. Resolution in Support of the Community Project Funding Grant for City Park Lights - LED Conversion and Post Replacement.**

Motion made by Councilor Rohrbach, Seconded by Councilor Wright, to approve the Resolution in Support of the Community Funding Grant for City Park Lights - LED Conversion and Post Replacement, as follows:

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MADISON  
HEIGHTS SUPPORTING THE COMMUNITY PROJECT FUNDING GRANT  
FOR CITY PARK LIGHTS – LED CONVERSION AND POST  
REPLACEMENT**

**WHEREAS**, the City of Madison Heights has submitted a Community Project Funding Grant to assist with the LED conversion and post replacement of the City park lights, and

**WHEREAS**, the project is a top priority in the City’s Parks and Recreation Master Plan and the City’s Strategic Plan, and

**WHEREAS**, this project is vital to the health and safety of our residents and park users as the current lights are over 50 years old and post that are not structurally sound.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council hereby approves and strongly supports the grant application submitted for City Park Lights – LED Conversion and Post Replacement; and

**IT IS FURTHER RESOLVED THAT:**

1. As included in the City’s Parks and Recreation Master Plan, these light replacements are a need and a top priority at Silverleaf Park, Rosie’s Park, and Huffman Park; and
2. The City of Madison Heights has verified that the conversion to LED lights helps the City achieve energy efficiency and meet one of our city-wide priorities of sustainability, and;
3. The City of Madison Heights certifies that if this project is awarded, the City will have the capability to complete this project within 1-year of receiving funding and appropriate necessary funding for the full project cost of \$685,000.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-76. City Council Special Meeting Minutes of March 13, 2023.**

Motion made by Councilor Rohrbach, Seconded by Councilor Wright, to approve the City Council Special meeting minutes of March 13, 2023, as printed.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-77. City Council Regular Meeting Minutes of March 13, 2023.**

Motion made by Councilor Rohrbach, Seconded by Councilor Wright, to approve the City Council Regular meeting minutes of March 13, 2023, as printed.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-78. Director of Public Services - Fee Waiver Request - Madison Heights Citizens United.**

Motion made by Councilor Rohrbach, Seconded by Councilor Wright, to approve the fee waiver request from Madison Heights Citizens United for their park rental and temporary/seasonal business license for the Juneteenth Celebration on June 17, 2023 at Civic Center Park.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-79. Fee Waiver Policy Amendment - Administrative Approval.**

Motion made by Councilor Rohrbach, Seconded by Councilman Fleming, to approve the administrative approval for fee waiver requests from non-profit organizations for park rentals and temporary/seasonal business licenses.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-80. Director of Public Services - Police Department HVAC Replacement, Phase 1 – BUDGET AMENDMENT.**

Motion made by Councilor Rohrbach, Seconded by Councilwoman Aaron, to approve a Budget Amendment to account 101-301-987-0000 in the amount of \$46,100.

Roll Call Vote:

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**CM-23-81. Director of Public Services - Police Department HVAC Replacement, Phase 1.**

Motion made by Councilor Rohrbach, Seconded by Councilwoman Aaron, to accept the selected parts of the proposal from Denny's Heating and Cooling, to be known as Phase 1 as presented, which includes the two options, as well as the project management and alternate 3, 4, and 5 from the initial bid response, for a total cost of \$496,100 for the Police Department HVAC Replacement, Phase I.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

**COUNCIL COMMENTS:**

Councilwoman Aaron wished all a happy International Women's Month. She salutes the women on Council and the women in her family. She sends a prayer to Covenant School in Nashville; another school shooting - as a parent is it our worst nightmare. Something has to be done, but not just gun control, we have to make sure our babies are safe.

Councilor Wright had no comments this evening.

City Manager Marsh had no comments this evening.

City Attorney J. Sherman had no comments this evening.

City Clerk Rottmann had no comments this evening.

Councilor Rohrbach echoed Councilwoman Aaron's comments on the Nashville school shooting. She stated that she has a relative who is a teacher in Nashville and her stomach dropped when she heard the news. We recently had a lock down at some of our schools, and the fear that gripped her is overwhelming. She sends her love to those who are mourning. It is a moral imperative that our country do something about this, it is a national imperative. She stated that she is excited about Juneteenth and other things that are happening in the City. Run for Your Health is April 22nd at the George Suarez Woods, it is a great event. The ECC will hold a give away and celebration of Arbor Day at this event as well as announce the recipient of Native Garden Grant as well. Citizens that want to apply for the grant can obtain the application and submit it online. She is excited to give funding to improve the selection of native plants in our



community. The Native Plant Sale is May 28th; anyone who wants to participate please reach out to her by email.

Councilman Fleming stated that last week he attended PSA Nita's retirement and currently there are dispatch openings in the City. He stated he attended the following events: the SEMCOG meeting, the State of the City and noted he appreciates the work of staff and Chamber, the Memorial Day Parade Spaghetti Dinner fundraiser and he appreciates everyone's support. The Crime Commission is hosting at the Police Department a discussion on human trafficking on April 27th at 6:30 p.m. Oakland County Community Health Network has a program to help cope with mental health and substance abuse and can be reached at 248-464-6363. He noted that it is important that we connect the resources to the people who need help.

Councilman Soltis spoke in support of the rezoning mentioned at the public comment portion of the meeting.

Mayor Grafstein stated her heart goes out to Nashville; there needs to be change. She thanked all for coming out to the events in the city including the DDA Green Crawl, Parade fundraiser, State of the Cities, and she noted that on April 7th, City offices are closed. The next City Council meeting is April 10. She reminded everyone to please keep an eye out when you are outside as more and more pedestrians will be walking and riding bicycles as the weather warms up.

## **ADJOURNMENT**

Having no further business, Mayor Grafstein adjourned the meeting at 7:54 p.m.

**To:** Mayor and City Council

**From:** Melissa R. Marsh, City Manager  
Greg Lelito, Fire Chief  
Sean Ballantine, Deputy DPS Director

**Date:** April 1, 2023

**Subject:** Fire Station #1 Kitchen Renovation

Included in the FY 2023 budget is the Fire Station #1 Kitchen renovation. The kitchen was originally designed with residential-grade cabinets and countertops, which are in extremely poor condition after 18 years of constant use (*see attached pictures*). During this period, the firefighters have also experienced the effects of several design flaws, including the oven and refrigerator opening into a narrow walkway, and the grouted tile requiring constant ongoing maintenance. This project has become even more critical due to a failure in the dining room floor, which appears to be sinking due to inadequate subflooring preparation/possible subsoil issues.

We anticipated including this as an addendum to the Fire Station #2 renovation project in order to take advantage of contractors' bid prices and coordinate work for operational purposes. The current renovations present the City with a unique opportunity where a variety of trades and project management are already on-site, and under competitive bid. The scope of the kitchen renovation project at Fire Station #1 was initially reviewed by Frank Rewold & Sons, and has since been expanded to include the sinking floor/subsoil issue. The budget for this project is now estimated to be \$102,839, exceeding the original FY 2023 budget appropriation by \$42,839.

This budget includes a 15% contingency for any unknown project requirements, which is a prudent precaution given the current volatile state of materials pricing, and work being performed on an existing building. Separate from the 15% contingency is a "Subsoil Repair Allowance" to be used to resolve the failing subgrade underneath the floor that is sinking. This includes a floor cut and excavation area of 8'x8' so that the floor can be corrected in its entirety. We intend for this work to begin immediately following the completion of Fire Station #2; this timing ensures that our firefighters will not be required to go without a kitchen, but also recognizes the immediate need for these repairs. Although an alternate bid for a like-for-like tile is included, it was not only more expensive, but due to the ongoing maintenance required, Staff has chosen the upgraded vinyl floor tile which is already included in the price.

Considering that staff does not have the expertise to manage a project of this size, which involves the oversight of multiple trades and the required subsoil repair, we are recommending that City Council approve this project at the unit pricing provided, which was competitively bid for the original Fire Station #2 renovation. As we firmly believe that it is in the best interest of the City to use these existing contractors and project managers, we therefore recommend that City Council consider two separate motions: to approve a budget amendment of \$42,839 to account 101-336-987-0000, requiring a supermajority (5 votes) of Council, and to award the contract for the Fire Station 1 Kitchen Renovation to Frank Rewold and Sons, for a total project cost of \$102,839.



Item 7.

<b>Job Name:</b>		Madison Hieghts FS #1				
<b>Job No:</b>		11160				
<b>Date:</b>		3/17/2023				
Description	Sub	Base Bid	Other	Total	Cost/Ft	Notes
General Conditions		\$ 28,482	\$ -	\$ 28,482	\$ -	
Demo	Blue Star	\$ 5,750		\$ 5,750	\$ -	Architectural demo including concrete floor cutting, and additional area
Concrete Flatwork	Metropolitan	\$ 6,385		\$ 6,385	\$ -	Patch concrete including doweling, and additional area
Carpentry	City	\$ 30,000		\$ 30,000	\$ -	New millwork and other carpentry including exterior door thresholds
Ceramic Tile	Eldorado Tile			\$ -	\$ -	Provided as alternate below
Resilient/Carpet	Mastercraft	\$ 5,100		\$ 5,100	\$ -	LVT floor with vinyl cove base
Painting	Bella	\$ 3,600		\$ 3,600	\$ -	Paint of existing walls as shown, skim coat and removal of wall paper
Plumbing	Kalchik	\$ 2,850		\$ 2,850	\$ -	Plumbing cut cap and demo with reinstallation including gas for stove
Electrical	RH	\$ 3,000		\$ 3,000	\$ -	Add 2 can lights above island and receptacle alteration
<b>Sub-Total</b>		<b>\$ 85,167</b>	<b>\$ -</b>	<b>\$ 85,167</b>	<b>\$ -</b>	
<b>Contingency</b>	15%	<b>\$ 12,775</b>				
<b>Subsoil Repairs Allowance</b>		<b>\$ 5,000</b>				
<b>Sub Total</b>		<b>\$ 97,942</b>				
<b>FRS Fees</b>	5.00%	<b>\$ 4,897</b>				
<b>Total</b>		<b>\$ 102,839</b>				Budget for work= \$100,000
<b>Tile Alternate</b>		<b>\$ 9,225.00</b>	<b>Fee etc. 7%</b>	<b>\$ 9,871</b>		Tile Alternate = \$10,000 Does not include Builders Risk or Permits/Fees