



City of Harper Woods  
19617 Harper Avenue  
Harper Woods, Michigan 48225-2095

313.343.2500

[www.harperwoodscity.org](http://www.harperwoodscity.org)

Mayor:  
Kenneth A. Poynter

Mayor Pro Tem:  
Valerie J. Kindle

City Council:  
Vivian M. Sawicki  
Cheryl Costantino  
Veronica Paiz  
Tom Jenny  
Will Smith

City Manager:  
Joseph F. Rheker, III

City Clerk:  
Leslie M. Frank

**CITY OF HARPER WOODS  
PLANNING COMMISSION  
MUNICIPAL BUILDING  
FEBRUARY 27, 2019  
7:00 P.M.**

**MEETING AGENDA**

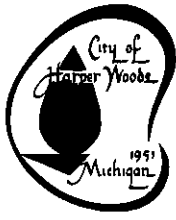
- I **CALL MEETING TO ORDER**
- II **ROLL CALL**: Chairperson Vargo, Vice-Chairperson Patterson, Commissioner(s) Buscemi, Hakim, Kien, Lyons, Mancill, Rollins and Serraiocco.
- III **ROUTINE BUSINESS**
  - a. Request approval of the minutes of the regular Planning Commission meeting held on September 26, 2018.
- IV **TABLED AND PENDING ITEMS**
- V **NEW BUSINESS**
  - a. Review of 2018 Annual Report and 2019 Work Plan.
  - b. Election of Chair/ViceChair/Secretary for 2019.
- VI **COMMITTEE REPORTS**
- VII **HEARING OF THE PUBLIC**
- VIII **DISCUSSION BY COMMISSION MEMBERS**
- IX **ADJOURNMENT**

CITY OF HARPER WOODS

ERNESTINE LYONS  
SECRETARY

POSTED: February 22, 2019

\*Additional information regarding the Planning Commission, including minutes, the Zoning Ordinance and Master Plan is online at [www.harperwoodscity.org](http://www.harperwoodscity.org) under the Boards/Commissions tab.



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19617 Harper Avenue  
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Mayor:  
Kenneth A. Poynter

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313.343.2507 Fax

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**UNAPPROVED MINUTES**

Mayor Pro Tem:  
Valerie J. Kindle

City Council:  
Vivian M. Sawicki  
Cheryl Costantino  
Hugh R. Marshall  
Veronica Paiz  
Tom Jenny

City Manager:  
Joseph F. Rheker, III

**CITY OF HARPER WOODS  
PLANNING COMMISSION  
SEPTEMBER 26, 2018**

City Clerk:  
Leslie M. Frank

**MEETING MINUTES**

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

**ROLL CALL**

**PRESENT:** Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) David A. Kien and Gowana Mancill.

**ABSENT:** Commissioners Serafin Buscemi, Lawrence Hakim, Alan Rollins and Frank Serraiocco

**OTHERS PRESENT:** City Manager Joseph Rheker and Planning Consultant Sarah Traxler.

PC 09-20-18

**EXCUSE COMMISSIONERS**

MOTION by Lyons, SUPPORTED by Mancill:

To excuse Commissioner(s) Buscemi, Hakim, Rollins and Serraiocco from tonight's meeting because of a prior commitment.

ABSENT: Buscemi, Hakim, Rollins and Serraiocco.

**MOTION CARRIED**

PC 09-21-18

**MINUTES**

MOTION by Patterson, SUPPORTED by Mancill:

To receive, approve and file the minutes of the regular Planning Commission meeting held June 27, 2018.

ABSENT: Buscemi, Hakim, Rollins and Serraiocco.

MOTION CARRIED

DISCUSSION - EASTLAND CONCEPT PLAN

Planning Consultant Sarah Traxler provided information regarding the concept plan that was prepared for potential bidders of Eastland Center and recently shared with the City Council. She also stated that there is the possibility of status quo with the new potential owner of Eastland Center. She then discussed the bidding process with the commissioners.

Commissioner Kien commented that it is good that this plan is in place to plant the seed for any redevelopment.

Commissioner Mancill suggested that consideration be taken regarding an appearance code for any potential redevelopment.

DISCUSSION - 8MBA UNIFYING FRAMEWORK

The City Manager explained the Eight Mile Boulevard Unifying Framework and how it has developed so far and what it means to Harper Woods.

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

Mr. Sturton commented that he has learned more information about Eastland Center and appreciates all the work that has gone into planting the seed for any potential buyer and going about it in a positive direction is great.

Commissioner Lyons thanked Mr. and Mrs. Sturton for being civic minded and their interest in the community.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Lyons thanked McKenna for their hard work in preparing the Eastland concept plan.

Commissioner Mancill mentioned the success of Partridge Creek and suggested we reach out to the owners for any input. He also asked about getting business cards for the Planning Commission members. Lastly he mentioned the ongoing issue with the Free Press advertising flyers that are dropped in driveways over the weekends.

Commissioner Patterson suggested that ID cards be made for all members.

PC 09-22-18

ADJOURNMENT

MOTION by Patterson, SUPPORTED by Mancill:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:16 p.m.

ABSENT: Buscemi, Hakim, Rollins and Serraiocco.

MOTION CARRIED

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Gregory Vargo, Chairman

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Ernestine Lyons, Secretary

MCKENNA



February 22, 2019

Planning Commission  
City of Harper Woods  
19617 Harper Avenue  
Harper Woods, MI 48225

**Subject: 2018 Annual Report of Planning Commission Activities and 2019 Work Plan**

Dear Commissioners:

The Planning Commission of Harper Woods met four times in 2018 and conducted business on a variety of topics. The Planning Commission accepted one new member, and the Chair, Vice Chair, and Secretary of the Commission remained the same.

#### **2018 ACTIVITIES**

**1. Development Reviews:**

There were no applications for development that required Planning Commission review and approval. Last year, there was one lot split and one site plan, for reference. Also for reference, in similar communities with which McKenna works, much of the activity is administrative and related to re-occupying structures and sites where occupants aren't proposing additions, redevelopments, or the like.

**2. Zoning Ordinance Review**

The Planning Commission began investigating text amendments to the RS-1 Regional Shopping District zoning in 2017. The purpose of the proposed amendments was to protect the Eastland Center site as much as is practicable from undesirable land uses that would negatively impact the future sustainable, attractive redevelopment of the site. A Public Hearing was conducted by the Planning Commission in 2018, which recommended adoption of the amendment to City Council.

Also during 2018, the Planning Commission drafted amendments to the dumpster enclosure zoning standards to ease in administration of the standards, modernize the requirements, and provide for flexibility under very specific conditions. The amendment was duly noticed and a Public Hearing conducted by the Planning Commission, which recommended adoption of the amendment to City Council. A

**3. Parks and Recreation Plan Update**

The public comment period ended in January 2018 and no revisions were necessary; thus, the Planning Commission recommended adoption of the Parks and Recreation Master Plan to City Council.

**4. Eastland Concept Plan**

McKenna prepared a detailed Concept Plan and Development Expectations packet for real estate entities interested in bidding on purchasing Eastland Center at public auction in the Fall of 2018. The development expectations was presented to Planning Commission and City Council during a joint meeting.

HEADQUARTERS  
235 East Main Street  
Suite 105  
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MCKA.COM

Communities for real life.



**5. Consistent Themes**

Similar to last year, general discussion during Planning Commission meetings focused on Kelly Road and Eastland Center, and the commissioners' interest in rehabilitating obsolete properties that are vacant and/or in apparent decline.

**2019 WORK PLAN**

1. **Zoning Amendments** - Since most of the development activity in Harper Woods requires administrative approval (rather than Planning Commission and/or City Council), we suggest restarting the process of reviewing the uses in each zoning district and preparing zoning amendments to accomplish the following:
  - Ease in administration of the ordinance.
  - Create standards that are clear and easy for potential applicants to understand and to be able to answer the question – “can I conduct this use on my property?”.
  - Remove / update obsolete uses (furrier, milliner, etc.).
  - Ensure that the uses in each zoning district are of an appropriate intensity and nature for the conditions present within each district.
2. **Eastland Center** – Continue administering the standards developed during the conceptual planning efforts prior to the property acquisition and continue to “hold the line” on decline using whatever means are available.
3. **Redevelopment Ready Communities** – If the City still wishes to pursue RRC certification, the Planning Commission will be heavily involved with amending any standards, preparing relevant plans, and other planning and development undertakings.

A proactive work program can help maintain a quality community, and we look forward to working with the City as it actively seeks to preserve its economic base.

Respectfully,

**McKENNA**

Sarah Traxler, AICP, NCI  
Vice President

Cc: Joe Rheker, City Manager  
Leslie Frank, City Clerk  
Wendy Caldwell, Associate Planner (McKenna)