



500 West Big Beaver  
Troy, MI 48084  
troymi.gov

## FROM THE OFFICE OF THE CITY MANAGER

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April 8, 2019

To: Mayor and City Council Members

From: Mark F. Miller, City Manager  
Drew Benson, Assistant to the City Manager

Subject: City Council Questions & Answers – 4.8.19

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***The following are communications that City Administration would like Council to be made aware of. For questions or comments initiated by citizens, the answers provided in this document have also been sent to the citizens directly.***

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From: David Hamilton <david.hamilton@troymi.gov>  
Sent: Sunday, April 7, 2019 8:42 PM  
To: Mark F Miller  
Subject: Agenda Questions

J-05

I noticed that residents can pick up personal mosquito protection products from the City. Is this a new policy or has this already been in effect? What is available, and is it free of charge? I'll be sure to mention it to residents.

J-07

We are putting out to bid the actual labor required to install the lift stations and check valves. Why do we want to pre-purchase them? And why are we waiving the bid process here?

P-01D

The planning commission 2/26/2019 final report seems to randomly have a building code board of appeals agenda page at the end. Other pages seem to be missing.

Thank you,

David Hamilton  
Troy City Council Member

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**J-05 – Answers: Kurt Bovensiep, Public Works Director**

I noticed that residents can pick up personal mosquito protection products from the City. Is this a new policy or has this already been in effect? What is available, and is it free of charge? I'll be sure to mention it to residents.

The City of Troy has participated in this program for many years and began offering personal protection products in 2013 to its residents. The cost associated with the personal protection products are reimbursable through the Oakland County program. Products include traditional DEET, Picaridin, and an all-natural product like Eucalyptus. These items are free to residents and are available at the Department of Public Works, Community Affairs, and Community Center beginning in May. The products are travel size and can easily be applied to help reduce insect bites.

**J-07 – Answers: Kurt Bovensiep, Public Works Director**

We are putting out to bid the actual labor required to install the lift stations and check valves. Why do we want to pre-purchase them? And why are we waiving the bid process here?

The City of Troy Water and Sewer Division is recommending purchasing the necessary equipment to update the sanitary sewer lift stations to eliminate contractor mark-up on materials and provide faster installation. The bid process is requested to be waived in efforts to install the same configuration of equipment currently in place, which is solely distributed by Kennedy Industries in the State of Michigan. If the city were to bid these materials out, Kennedy Industries would be the only one to bid the specified product at manufacture set pricing.

**P-01D – Answers: Brent Savidant, Planning Director**

The planning commission 2/26/2019 final report seems to randomly have a building code board of appeals agenda page at the end. Other pages seem to be missing.

The Planning Commission item P-01D (referring to February 26, 2019 Planning Commission Meeting Final Minutes) has been corrected (as per Clerk's Office) in the City Council Agenda Packet and is attached for your information.

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**From:** Ellen C Hodorek  
**Sent:** Monday, April 8, 2019 12:35 PM  
**To:** Mark F Miller <[Mark.Miller@troymi.gov](mailto:Mark.Miller@troymi.gov)>  
**Subject:** City Council Agenda Question

Hello Mark:

Following is my question for tonight's agenda:

**J-04C AWARD SPR3 EXERCISE RENEWAL OPTION - COMMUNITY PLANNING SERVICES**

It has been my understanding that contracting outside for our Planning services is the most advantageous approach for the City from multiple perspectives, including being the most cost effective. In the spirit of sense-checking/double-checking the validity of this previous advice: does this continue to be the view of City Administration?

Thanks, Ellen C. Hodorek

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**Answers: Brent Savidant, Planning Director**

The quick answer is yes.

The Planning Department is a hybrid department comprised of two (2) full time employees and a Planning Consultant that provides regular office hours one day per week. This relationship was established following staff reductions as a result of the Great Recession. Planning staff was reduced at this time from five (5) full time employees to only two (2).

Having a Planning Consultant is advantageous to the City for a number of reasons:

1. Developers pay escrow fees to cover the cost of review of development applications that is charged by the Planning Consultant. Therefore the taxpayer is not paying for this service, the developer is.
2. The Planning Consultant has in house expertise (example: certified Landscape Architect) that can assist the City on an as-needed basis.
3. The Planning Consultant has a large planning staff that can handle numerous project reviews if there is an uptick in workload. Conversely, Planning Consultant hours can be decreased if things slow down.

Chair Faison called the Regular meeting of the Troy City Planning Commission to order at 7:15 p.m. on February 26, 2019 in the Council Chambers of the Troy City Hall.

1. ROLL CALL

Present:

Ollie Apahidean  
Carlton M. Faison  
Barbara Fowler  
Michael W. Hutson  
Sadek Rahman  
Tom Krent

Absent:

Karen Crusse  
John J. Tagle

Also Present:

R. Brent Savidant, Planning Director  
Ben Carlisle, Carlisle Wortman Associates  
Julie Quinlan Dufrane, Assistant City Attorney  
Hemanth Tadepalli, Student Representative  
Jackie Ferencz, Planning Department Administrative Assistant  
Kathy L. Czarnecki, Recording Secretary

2. APPROVAL OF AGENDA

**Resolution # PC-2019-02-015**

Moved by: Hutson  
Support by: Rahman

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

Yes: All present (6)  
Absent: Crusse, Tagle

**MOTION CARRIED**

3. APPROVAL OF MINUTES

**Resolution # PC-2019-02-016**

Moved by: Apahidean  
Support by: Fowler

**RESOLVED**, To approve the minutes of the February 12, 2019 Regular meeting as submitted.

Yes: Apahidean, Faison, Fowler, Hutson, Rahman  
 Abstain: Krent  
 Absent: Crusse, Tagle

**MOTION CARRIED**

4. PUBLIC COMMENT – Items not on the Agenda

There was no one present who wished to speak.

**PRELIMINARY SITE PLAN REVIEW**

5. CONDITIONAL REZONING (File Number CR JPLN2018-005) – Proposed Long Lake Square Townhomes, South side of Long Lake, West of Livernois (121 W Long Lake; Parcels 88-20-16-200-007,008), Section 16, From R-1B (One Family Residential) District to NN “M” ((Neighborhood Node “M”) District

Mr. Carlisle addressed the significant changes proposed by the applicant since last reviewed by the Planning Commission at their December 11, 2018 meeting and noted the applicant addressed concerns expressed by the Planning Commission. Mr. Carlisle addressed the proposed development versus by-right development, natural features, traffic, landscape and buffer and elevations. He reported the application meets the Conditional Rezoning standards and Special Use standards.

Mr. Carlisle recommended that the Planning Commission recommend to City Council approval of the Conditional Rezoning, Special Use and Preliminary Site Plan application.

Jim Clarke of Robertson Brothers Homes gave a brief PowerPoint presentation summarizing the project and identified how concerns of the Planning Commission were addressed in relation to height, density, amenities, connectivity, snow removal and architecture. Mr. Clarke introduced three different exterior color packages proposed for the elevations.

There was discussion on:

- Percentage of open space; 34%.
- Exterior color packages.
- Connectivity to retail to the east, residential to the south.
- Guest parking.

Chair Faison opened the floor for public comment. Acknowledging there was no one present who wished to speak, Chair Faison closed the floor for public comment.

**Resolution # PC-2019-02-017**

Moved by: Krent  
 Support by: Hutson

**RESOLVED**, That the Planning Commission hereby recommends to the City Council that the R-1B to NN “M” Conditional Rezoning Request, which incorporates Preliminary Site Plan Approval and Special Use Approval, as per Section 16.04 of the City of Troy Zoning Ordinance, located on the south side of Long Lake, West of Livernois, within Section 16, being approximately 1.877 acres in size, be granted for the following reasons:

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

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

1. Incorporate the color package voluntarily presented by the developer.

Yes: All present (6)  
 Absent: Crusse, Tagle

**MOTION CARRIED**

**SPECIAL USE APPROVAL**

6. **SPECIAL USE AND PRELIMINARY SITE PLAN REVIEW (File Number SU JPLN2018-0007)** – Proposed Holiday Inn Hotel, East of Crooks Road, North side of Tower (900 Tower), Section 9, Currently Zoned OM (Office Mixed Use) District

Mr. Carlisle reviewed the Special Use and Preliminary Site Plan application since last considered by the Planning Commission at their February 12, 2019 meeting. He reported the applicant added the required street trees along Tower Drive and submitted revised elevations offering a couple of different options.

Mr. Carlisle recommended Special Use and Preliminary Site Plan approval.

Project architect Toufik Bentahar addressed the revised elevations as relates to the variations in brick color and grille treatment. He introduced two options of architectural features; Option A with an arch top and Option B with a flat top. The consensus of the Board was Option A.

There was discussion on:

- Symmetry of window frame and door treatment.
- Protrusion of the architectural feature.
- Parking agreement; in perpetuity.

Chair Faison opened the floor for public comment. Acknowledging there was no one present who wished to speak, Chair Faison closed the floor for public comment.

**Resolution # PC-2019-02-018**

Moved by: Hutson

Support by: Krent

**RESOLVED**, That Special Use Approval and Preliminary Site Plan Approval, pursuant to Articles 8 and 9 of the Zoning Ordinance, as requested for the proposed Holiday Inn Hotel, East of Crooks Road, North side of Tower (900 Tower), Section 9, Currently Zoned OM (Office Mixed Use) District, be granted.

Yes: All present (6)

Absent: Crusse, Tagle

**MOTION CARRIED**

**OTHER BUSINESS**

7. **PUBLIC COMMENT** – Items on Current Agenda

There was no one present who wished to speak.

8. **PLANNING COMMISSION COMMENT**

There were general Planning Commission comments.

The Regular meeting of the Planning Commission adjourned at 8:03 p.m.

Respectfully submitted,



Carlton Faison, Chair



Kathy L. Czárnecki, Recording Secretary