



PLANNING COMMISSION MEETING

December 8, 2025 – 7:00 p.m.

City Council Chambers

23600 Liberty Street

Farmington, MI 48335

AGENDA

- 1. ROLL CALL**
- 2. APPROVAL OF ITEMS ON CONSENT AGENDA**
 - A. November 10, 2025 Minutes**
- 3. APPROVAL OF REGULAR AGENDA**
- 4. UNFINISHED BUSINESS**
 - A. None**
- 5. NEW BUSINESS**
 - A. 33431 GRAND RIVER PARKING WAIVER REQUEST**
 - B. PRESENTATION OF FARMINGTON PARKS AND RECREATION MASTER PLAN**
 - C. CONSIDERATION OF RESOLUTION TO SCHEDULE PUBLIC HEARING FOR 2025 PARKS AND RECREATION MASTER PLAN**
 - D. 2026 SCHEDULE OF PLANNING COMMISSION MEETINGS**
- 6. UPDATE - CURRENT DEVELOPMENT PROJECTS**
- 7. PUBLIC COMMENT**
- 8. PLANNING COMMISSION COMMENTS**
- 9. ADJOURNMENT**

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

FARMINGTON PLANNING COMMISSION PROCEEDINGS
23600 Liberty Street
Farmington, Michigan
November 10, 2025

Chairperson Perrot called the meeting to order in Council Chambers, 23600 Liberty Street, Farmington, Michigan, at 7:00 p.m. on Monday, November 10, 2025.

ROLL CALL

Present: Crutcher, Gray, Kmetzo, Mantey, Perrot and Westendorf
Absent: Majoros

A quorum of the Commission was present.

OTHER OFFICIALS PRESENT: Chris Weber, Assistant City Manager; Jeffrey Bowdell, Building Official, Beth Saarella, City Attorney Brian Belesky, Director of Media, Brian Golden, Director of Media, Audrianna Jordan, OHM Advisors, Adam Kummer, OHM Advisors, Austin Downe, OHM Advisors, Bonnie Murphy, Recording Secretary.

APPROVAL OF ITEMS ON CONSENT AGENDA

A. October 13, 2025 Minutes

MOTION by Kmetzo, seconded by Crutcher, to approve the items on the Consent Agenda.

MOTION carried, all ayes.

APPROVAL OF ITEMS ON REGULAR AGENDA

MOTION by Crutcher, seconded by Mantey, to approve the items on the Regular Agenda.
MOTION carried, all ayes.

UNFINISHED BUSINESS

None heard.

NEW BUSINESS

A. Proposed Dental Office Project at 31030 and 31036 Grand River

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

Weber stated the proposed dental office project requires review and recommendations from Grand River Corridor Improvement Authority and approval by the Planning Commission. The plan proposes a full interior renovation and exterior façade improvements,, along with the mill and overlay of the existing adjacent parking lot. The plans have been reviewed by OHM for both planning and engineering and their review letters are included in the packet and which document what is required by City Ordinance consideration 35-208 Zoning Ordinance. He stated the intent of the ordinance is to permit improvements and minor modifications to a conforming use and/or building which do not meet all of the various site improvements related regulations with the following conditions:

Reasonable site improvements on overall site
Safety related site issues shall be met
Parking access points shall comply with access standards
Landscaping shall be brought in conformance with Article 15
Signs brought in conformance with ordinance
Improvements shall not increase noncompliance with site requirements
Site plan submitted pursuant to Article 13

The plans were reviewed by the Grand River Corridor Improvement Authority and a motion was made to recommend approval of the site plan for the dental office project at 31030 and 31036 Grand River to the Planning Commission as presented with all waivers requested except with respect to the following:

1. Two trees to be added to interior of parking lot
2. A 36-inch screening wall will be added in front of the spaces on Grand River and Lilac

Perrot thanked Weber and called the Petitioners to the podium.

Dr. Angelina Salem and Tom Pustulka, architect, came to the podium. Pustulka stated this building has been vacant for 15, 16 years and he was hired to see how to reuse structure to accommodate Dr. Salem's practice.

He stated the GRCIA asked them to add two trees to the interior parking and moved the bike rack and modified handicap spaces. He said they are looking to merge the patient and staff flow to work between the two buildings. There will be seven additional treatment rooms, waiting room, they will keep existing structures but introduce nicer window material and veneer stone to demark the entrance. They will redo all asphalt and coordinate with MDOT for all changes, and create screening through landscape along Grand River and Lilac.

Weber stated the authors of the two letters from OHM are in attendance, Audrianna Jordan and Austin Downe, for questions which set a level of standards that bring the project closer in compliance without making all the changes.

Perrot commends the Petitioner and asks how long he expects the duration of the project will be and Pustulka replied four months.

Commissioner Kmetzo asked for OHM to go over their letters. Adriannna Jordan, OHM Advisors, went over the fifteen recommendations that were made as conditions for approval and stated that five waivers would be needed for that recommendation and further discussion was held.

Austin Downe, OHM Advisors, went over the details of his engineering review letter. Discussion was held concerning the grading, drainage and parking spaces and other topics addressed in the letter.

Commissioner Kmetzo asked for clarification on the waivers requested.

Ms. Jordan explained the four waivers requested.

1. Street light waiver
2. 7-foot high screening wall presence on alley and fence on residential
3. New wall required along Grand River – applicant proposing vegetative screen wall
4. Off street parking requirement

Weber asked for clarification on redo of parking lot from Building Official Bowdell and Bowdell replied the only jurisdiction the City has on parking lots is the number of handicap parking spaces.

Further discussion was held concerning existing wall and future maintenance.

MOTION by Crutcher, supported by Kmetzo, to move to approve the site plan with the four waivers for the property at 31030 and 31036 Grand River Avenue.
Motion carried, all ayes.

B. Proposed Change to Parking Requirements

Perrot introduced this item and turned it over to staff.

Weber stated this is a discussion and potential scheduling of a public hearing for Proposed Zoning Ordinance Text Amendments for Off-Street Parking and Loading

Standards and Access Design and Central Business District – Nonresidential and Mixed-Use Development Requirements.

He stated the City contracted with OHM to conduct a Parking Best Practices Analysis and Downtown Farmington Parking Study. This analysis included reviewing parking industry best practices and regional minimum and maximum requirements and comparing those with the City of Farmington's parking requirements for multi-family developments, typical downtown commercial land uses, and mixed-use shared parking.

After further discussion, the following changes were made to the analysis:

1. General Office, decrease requirement from 1 per 250 square feet to 1 space per 300 square feet.
2. For multi-family residential, decrease requirement from 2 spaces per dwelling unit (1.5 per dwelling unit where on-street parking is provided for) to 1 space for efficiency and 1 bedroom) becomes .5 space per dwelling unit for efficiency and 1 bedroom where public parking is available) and 1.5 spaces for 2 or more bedrooms (becomes 1 space per dwelling unit for 2 or more bedrooms where public parking is available.)
3. change Gross Floor Area to Gross Leasable Area.

MOTION by Kmetzo , seconded by Crutcher, to move to schedule a Public Hearing for the Proposed Zoning Ordinance Text Amendments for Off-Street Parking and Loading Standards and Access Design and Central Business District – Nonresidential and Mixed-Use Development Requirements for the December 8, 2025 Planning Commission meeting.
Motion carried, all ayes.

UPDATE CURRENT DEVELOPMENT PROJECTS

Legion Square is looking to kick off soon. Austin Downe stated the water main and storm sewer took a long time.

PUBLIC COMMENT

None heard.

UPDATE – CURRENT DEVELOPMENT PROJECTS

Westendorf asked for an update on Promenade Park.

Crutcher asked about the Tuesday Morning location and Bowdell replied it was split into three parcels, and also that the music store has applied for a physical therapy facility to go in there and Hillside Townes has issued five C of O's.

Commissioner Gray asked about Big Boy and Bodell responded

PUBLIC COMMENT

None heard.

PLANNING COMMISSION COMMENT

Gray congratulated the three successful city council candidates.

ADJOURNMENT

MOTION by Kmetzo, supported by Westendorf , to adjourn the meeting.
Motion carried, all ayes.

The meeting was adjourned at 8:22 p.m.

Respectfully submitted,

Secretary

Farmington Planning Commission Staff Report	Meeting Date: December 8, 2025	Reference Number
Submitted by: Chris Weber, Assistant City Manager		
<u>Agenda Item:</u> 33431 Grand River Parking Waiver Request		
<p><u>Requested Action</u></p> <p>Move to approve the parking waiver request for 33431 Grand River Avenue subject to the first floor being used for commercial/retail and/or service/office business because the proposed uses can be adequately supported by public parking.</p> <p>OR</p> <p>Move to deny the parking waiver request for 33431 Grand River Avenue subject to the first floor being used for commercial/retail and/or service/office business because the proposed uses can not be adequately supported by public parking.</p>		
<p><u>Background</u></p> <p>A developer has entered into a purchase agreement with the current owner of 33431 Grand River Avenue, and is considering converting the upper floor of the building to 4-5 apartments. The structure is built lot line to lot line and there is no parking available on the site. The applicant is seeking a parking waiver from the Planning Commission for the proposed new apartments under Sec. 35-104.D.3 - Central Business District—Nonresidential and Mixed-Use Development Requirements. Parking.</p> <p>Parking lot design shall conform to the requirements of Article 14, Off-Street Parking and Loading Standards and Access Design. Because the regulations of this section are intended to encourage pedestrian/transit friendly design and compact mixed-use development that requires less reliance on automobiles, on-site parking required under Article 14 may be waived under the following conditions:</p> <ol style="list-style-type: none"> The site is located within 500 feet of other parking facilities intended for public use, such as a municipal parking lot, parking structure or on-street parking that provides adequate parking spaces to serve the proposed use. Failure to provide on-site parking shall be deemed to constitute and acknowledgement and acceptance of a benefit (i.e., the relaxation of on-site parking standards) such that, if the city establishes a special assessment district to fund the construction operation and maintenance of public parking that will serve the property, the property owner agrees to become part of such district and further agrees to payment of the assessment in lieu of providing on-site parking. The city may require a written acknowledgement with respect to the benefit provided. <p>Attached is a site plan review letter from OHM regarding the parking waiver request.</p>		

Agenda Review			
Department Head	Finance/Treasurer	City Attorney	City Manager



City of Farmington Site Plan Review

Date: November 24, 2025

To: Chris Weber, Assistant City Manager
cc: Jennifer Morris, Principal, OHM
From: Adrianna Jordan, Project Manager and Kristen Hatfield, Senior Planner, OHM

Re: 33431 Grand River Avenue (Focal Point Studios)

Subject: Parking Waiver Request
Location: 33431 Grand River Avenue
Parcel ID: 23-28-278-002
Zoning: CBD, Central Business District
Applicant(s): S3 Architecture (Steve Schneemann)
Owner(s): Focal Point Studios

The City of Farmington's Planning Consultant has performed a review of the above-referenced request for a parking waiver and offers the following comments and findings for your consideration. This review is based on the application and applicant's letter dated November 18, 2025.

SITE DESCRIPTION

The triangular site consists of one (1) parcel and is located on the south side of Grand River Avenue, east of Liberty Street and west of Farmington Road. A two (2) story, 10,138 SF structure occupies the site, which has been built from lot line to lot line; as a result, there is no parking available on site. The site plan application states that 33431 Grand River is approximately 0.15 acres. Online assessing records show that the parcel has frontage on Grand River of 68' and is 264' deep at its widest point. The site is currently in operation as "Focal Point Studios", a photography studio. The applicant stated that the potential purchaser of the building plans to convert the second story of the building from photography to residential, with a total of 4 (four) to five (5) apartments; the ground floor will be dedicated to an office and/or retail use.

The following chart provides information on existing land use, current zoning, and future land use.

	Land Use	Current Zoning	Future Land Use Designation
Subject Site	Photography Studio	CBD, Central Business District	Downtown Mixed Use
North	Coffee Shop/Gallery	R1P	Downtown Mixed Use
South	Parking Lot	CBD, Central Business District	Downtown Mixed Use



East	Retail and Service Businesses	CBD, Central Business District	Downtown Mixed Use
West	Municipal Buildings	CBD, Central Business District	Downtown Mixed Use

EXHIBIT A: AERIAL VIEW OF SITE



EXHIBIT B: ONLINE PARCEL MAP





REVIEW COMMENTS

1. **Zoning and Use (§35-102).** The site is in the CBD, Central Business District. Residential dwellings in the upper stories of mixed-use buildings are a use permitted by right, as are general commercial/retail businesses and most service/office businesses.
2. **Off-Street Parking and Loading Standards and Access Design (§35-171).** The parking requirement for the current and proposed land uses are detailed in the table below:

Land Use	Numerical Parking Requirements
Photography Studio	3 spaces per 1,000 square feet of gross leasable area, plus 1 space per employee
Multi-Family Residential	2 spaces per dwelling unit
Commercial/Retail	4 spaces per 1,000 square feet of gross leasable area
Office/Service	4 spaces per 1,000 square feet of gross leasable area

We note that the City of Farmington is currently considering reducing the numerical parking requirements for multi-family residential and office/service businesses. This table represents the current numerical parking requirements.

Based on the current use as a photography studio, and given the absence of existing or proposed floor plans to calculate the GLA precisely, we can use a general rule of thumb that the existing GLA is approximately 85% of the GSF, or 8,617 sf. Therefore, the current parking demand generated by the photography studio is:

8,617 sf / 1,000 sf = 8.6 x 3 spaces = 25 spaces plus 5 employee spaces

30 parking spaces required to operate Focal Point studios on both the first and second floor of the building

The applicant estimates that the first floor GLA would be 5,000 square feet if the first floor was used for retail or offices. Therefore, if redeveloped with office or retail on the first floor, and up to five multi-family dwellings on the second floor, then the future parking demand would be:

5,000 sf / 1,000 sf = 5 x 4 spaces = 20 spaces for the first floor plus 10 spaces for the second floor

30 parking spaces required if the first floor was retail/office and the second floor was five multi-family units

Therefore, there is no anticipated change in parking demand if the building was redeveloped with office/retail on the first floor and multi-family residential on the second floor. Also considering that these land uses would not share the same peak parking hours, the actual impact on the downtown parking supply could be lower than the current land use occupying the building.

3. **Comments from Other Departments.** All applicable City departments and consultants should review the site plan and identify any remaining issues.



RECOMMENDATION

Planning recommends approval of the parking waiver request subject to the following conditions:

1. **Off-Street Parking and Loading Standards and Access Design (§35-171).** The Planning Commission believes that off-street parking for the proposed uses can be adequately supported by public parking adjacent to the site.
2. **Change of Proposed Uses.** Any change of the proposed uses from upper-story residential, general commercial/retail and/or service/office business may need to come before the Planning Commission for a separate parking waiver request.
3. **Review and Approval of All Other Departments and Consultants.**

If you have any questions, please don't hesitate to contact us at (810) 215-0993.

Thank you,

Adrianna Jordan, AICP
OHM Advisors Project Manager

Kristen Hatfield, AICP
OHM Advisors Senior Planner

Farmington Planning Commission Staff Report	Council Meeting Date: December 8, 2025	Item Number
Submitted by: Chris Weber, Assistant City Manager		
<u>Agenda Topic:</u> Schedule of Public Hearing for 2025 Parks and Recreation Master Plan		
<u>Proposed Motion:</u> Move to schedule a public hearing to consider the 2025 Recreation Master Plan		
<p><u>Background:</u></p> <p>The City is required to address the topic of Parks and Recreation as part of its Master Plan for Land Use. Additionally, preparation of a formal Parks and Recreation Master Plan gives the City the ability to submit requests for various recreation-based grants—most notably for grants from the Michigan Natural Resources Trust Fund (MNRTF). As part of its application process, the MNRTF requires that a formal 5-year Parks and Recreation Plan be on file with it, and that the plan has been the subject of appropriate public input, including a formal public hearing, and has been adopted by the “governing body” of the community.</p> <p>At its December 8 meeting, the Commission will hear a presentation by Jennifer Morris and Rachel Bush of OHM Advisors regarding the 2025 Parks and Recreation Master Plan. Administration then recommends that the Planning Commission schedule a public hearing for the January 12, 2026 meeting to review any public comment on the plan and to direct Administration to publish the notice.</p> <p>A draft of the 2025 Parks and Recreation Plan is on the project website at: https://www.farmingtonforward2025.com/parksandrec</p>		
<u>Materials:</u> Public Hearing Notice Draft		

**CITY OF FARMINGTON
PLANNING COMMISSION
30 DAY PUBLIC VIEW PERIOD
AND
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the City of Farmington 2025 Parks and Recreation Master Plan prepared in accordance to State statutory requirements and the City's Master Plan update process is available for public review. The Plan is available for a 30-day public review period commencing December 9, 2025, and ending January 12, 2026.

The City of Farmington 2025 Parks and Recreation Master Plan is available for review at Farmington City Hall located at 23600 Liberty Street, Farmington, MI 48335 during regular business hours. A copy is also available for review on the City's website at www.farmgov.com and on the project website at www.farmingtonforward2025.com/parksandrec.

Notice is further given that the Farmington Planning Commission will hold a Public Hearing on Monday, January 12, 2026, at 7:00 p.m. in the Council Chambers located at 23600 Liberty Street, Farmington, MI 48335 to discuss and review the City of Farmington 2025 Parks and Recreation Master Plan.

All interested residents are encouraged to attend the public hearing to be heard, and any written materials concerning the 2025 Parks and Recreation Master Plan shall be received and considered.

Christopher M. Weber, Assistant City Manager

Publish: December 10, 2025 Farmington Press

**2026 PLANNING COMMISSION
MEETING SCHEDULE
2ND MONDAY**

Monday, January 12, 2026	7:00 p.m.
Monday, February 9, 2026	7:00 p.m.
Monday, March 9, 2026	7:00 p.m.
Monday, April 13, 2026	7:00 p.m.
Monday, May 11, 2026	7:00 p.m.
Monday, June 8, 2026	7:00 p.m.
Monday, July 13, 2026	7:00 p.m.
Monday, August 10, 2026	7:00 p.m.
Monday, September 14, 2026	7:00 p.m.
Monday, October 12, 2026	7:00 p.m.
Monday, November 9, 2026	7:00 p.m.
Monday, December 14, 2026	7:00 p.m.