



MCKENNA

March 12, 2023

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

Subject: 2022 Annual Report of Planning Commission Activities and 2023 Work Plan

Dear Commissioners,

In accordance with Michigan Compiled Laws §125.3819(2.) also known as the Michigan Planning Enabling Act PA 33 of 2008, as amended, we have prepared and respectfully submit a draft annual written report to the City Council concerning Planning Commission operations and the status of planning activities for your consideration. This report includes meeting summaries for all Planning Commission meetings in 2022 with specific cases. This report also contains recommendations for 2023 planning and development efforts beyond general ordinance administration.

MEMBERSHIP

As of the date of this report, the Planning Commission has one vacancy and the following eight members:

- Gregory A. Vargo (Chair)
- Lauren Mercer (Vice Chair)
- Lawrence Hakim (Secretary)
- David Kien
- Kevin Koresky
- Margrit Poynter
- Frank Serraiocco
- Andrea Williams

MEETINGS

The Harper Woods Planning Commission met seven times in 2022, exceeding the MPEA's recommended four meetings annually. They considered plans and planning-related topics at their meetings on the following dates:

- March 2, 2022 – Public hearing and adoption of the Kelly Road Corridor Plan.
- March 23, 2022 – Review and approval of the 2021 Annual Report and motion to commit to ongoing training as recommended by MEDC Redevelopment Ready Community Program.
- May 25, 2022 – Discussion to prepare for the Master Plan update and public engagement involved.
- June 22, 2022 – Public hearing and recommendation that City Council approve the special land use and site plan for the Tim Hortons at 19353 Vernier. Public hearing and review for the rezoning for 20655 Lennon from R1B to R-2 District (former Poupard Elementary School).
- July 25, 2022 – Joint meeting to discuss the Master Plan Update to qualify as a Redevelopment Ready Certified Community.

HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

○ 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



- August 24, 2022 – Public hearing and recommendation that City Council approve the rezoning of 17700 Vernier Road from R-1 to C-1 for the purpose of the expansion of a gas station. Public hearing and review of the special land use and site plan for 17700 Vernier (gas station).
- September 28, 2022 – Recommend City County to approve the special land use and site plan for 17700 Vernier Road and to approve the lot split for 18000 Vernier (Eastland Commerce Center).

APPLICATIONS

The Planning Commission reviewed the following planning and zoning applications in 2022:

Site Plan Reviews

- **Tim Hortons** (19353 Vernier Road) – Approved on June 22, 2022
- **BP Gas Station** (17700 Vernier Road) – Approved on September 28, 2022

Rezoning Reviews

- **BP Gas Station** (17700 Vernier Road, rezone district from R-1 Residential to C-1 General Business) – Approval recommended on August 24, 2022

Special Land Use Reviews

- **Tim Hortons** (19353 Vernier Road) – Approval recommended on June 22, 2022
- **BP Gas Station** (17700 Vernier Road) – Approval recommended on September 28, 2022

Lot Split Reviews

- **Eastland Commerce Center** (18000 Vernier Road) – Approval recommended on September 28, 2022

2022 PLANNING AND DEVELOPMENT TASKS

Long-term planning activities that occurred over the past year:

Master Plan Update – the current Master Plan was last updated in 2013; the in-process comprehensive update has incorporated modern planning techniques and principles and ensures compliance with the Redevelopment Ready Community (RRC) program's requirements, as well as the Michigan Planning Enabling Act's requirements. Implementation of the Master Plan will begin to occur in 2023.

Training – The CED department provided periodic training to the Planning Commission throughout the year on relevant topics including such as Zoning Reform, Capital Improvement Plans.

2023 PLANNING AND DEVELOPMENT TASKS

Several new and ongoing projects occurred over the past year and will be considered by the Planning Commission in 2023.

Zoning Ordinance Updates – Redevelopment Ready Communities requires a set of zoning ordinance updates to achieve Certified status. Further, the Master Plan will recommend changes to the Zoning Ordinance to accomplish Plan goals. There may be other appropriate updates to the current Zoning Ordinance considering modern best zoning practices, day-to-day zoning experience gained on zoning text, maps, and administrative functions.

Master Plan Implementation – The Master Plan will identify near-term actions to begin realizing Master Plan goals.

Parks and Recreation Master Plan Update – The five-year parks and recreation master plan should be updated to comply with the requirements set by the Michigan Department of Natural Resources and be



eligible for state funding. This strategic guiding document will help the City advance its park and recreational opportunities over the next five years.

McKenna looks forward to working with the City on finalizing the Master Plan Update, implementing changes in the Zoning Ordinance, and updating the Parks and Recreation Master Plan to actively preserve and expand the City's economic base. Finishing required activities for Redevelopment Ready Community certification will propel the City forward in its pursuit to attract residents and commercial investment. We look forward to partnering for a successful 2023.

Respectfully submitted,

MCKENNA

Paul Urbiel, AICP
Senior Principal Planner