



AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

MARCH 2024

DAY	TITLE	TIME	LOCATION
4	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
4	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
5	Board of Review Organizational Meeting	9:00 AM	Council Conference Room 1827 N. Squirrel Road
5	Public Safety Advisory Committee	5:00 PM	Public Safety Building 1899 N. Squirrel Road
6	Planning Commission	7:00 PM	Council Conference Room 1827 N. Squirrel Road
11	Board of Review	9:00 AM	Administrative Conference Room 1827 N. Squirrel Road
11	Downtown Development Authority	5:30 PM	CANCELED
12	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
12	Board of Review	2:00 PM	Administrative Conference Room 1827 N. Squirrel Road
12	Tax Increment Finance Authority	4:00 PM	Council Chamber 1827 N. Squirrel Road
13	Pension Board/Retiree Health Care	3:00 PM	Administrative Conference Room 1827 N. Squirrel Road
14	Zoning Board of Appeals	7:00 PM	CANCELED
18	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
19	Brownfield Redevelopment Authority	6:00 PM	CANCELED
25	Downtown Development Authority	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road

NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248.370.9402 48 hours prior to the meeting. Staff will be pleased to make the necessary arrangements. PLEASE BE ADVISED, DUE TO A LACK OF AGENDA ITEMS, SOME MEETINGS MAY BE CANCELED.



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11	Zoning Board of Appeals	7:00 PM	Council Chamber 1827 N. Squirrel Road
15	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
16	Brownfield Redevelopment Authority	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road

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CITY OF AUBURN HILLS
MONDAY, MARCH 18, 2024
Regular City Council Meeting ♦ 7:00 PM

Council Chamber, 1827 N. Squirrel Road, Auburn Hills MI
248-370-9402 ♦ www.auburnhills.org

1. MEETING CALLED TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL OF COUNCIL

4. APPROVAL OF MINUTES

4a. City Council Workshop Minutes, March 4, 2024.

4b. City Council Regular Meeting Minutes, March 4, 2024.

5. APPOINTMENTS AND PRESENTATIONS

5a. Presentation of Proclamation to the OU Men's Basketball Team Celebrating Their Horizon League Regular Season Championship

5b. Motion – To confirm the appointment of Valerie Gatton to the Downtown Development Authority.

6. PUBLIC COMMENT

7. CONSENT AGENDA

All items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

7a. Board and Commission Minutes

7a1. Downtown Development Authority Informational Meeting, February 26, 2024

7a2. Downtown Development Authority Regular Meeting, February 26, 2024

7a3. Public Safety Advisory Committee Meeting, March 5, 2024

7a4. Planning Commission Meeting, March 6, 2024

7b. Motion – To adopt the findings and recommendations of the downtown parking study.

7c. Motion – To approve the 2024 Summer Maintenance Agreement with the RCOC (Street Sweeping).

7d. Motion – To approve the repair of the Henderson Brine Maker.

7e. Motion – To approve of Police uniform vendor.

7f. Motion – To approve the Police vehicle changeover vendor.

7g. Motion – To approve the 2024 HIDTA Sub-Recipient Agreement with Oakland County.

7h. Motion – To authorize work on City property to replace the River Woods Playground.

7i. Motion - To authorize the City Manager to order and purchase road salt for the 2024/25 Season.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Motion – To approve a Special Land Use Permit, Site Plan, and Tree Removal Permit / Chick-fil-A Restaurant.

9b. Motion – To approve the Text Amendment to Article XII. T&R, Technology and Research Districts of the Zoning Ordinance.

9c. Motion – To approve a Special Land Use Permit / Oakland Community College.

City Council meeting minutes are on file in the City Clerk's Office. NOTE: Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248.370.9402 or the City Manager's Office at 248.370.9440 48 hours prior to the meeting. Staff will be pleased to make the necessary arrangements.

9d. Motion – To adopt the resolution declaring tentative necessity and tentative intent to proceed with project and setting Public Hearing (Resolution No. 2) for proposed Superior Court Special Assessment District.

9e. Motion – To approve the purchase of Axon Body Worn Cameras, In-car Cameras, Digital Evidence Management System, and Virtual Reality Training Program.

10. COMMENTS AND MOTIONS FROM COUNCIL

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

13. ADJOURNMENT



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 4A

CITY COUNCIL



CITY OF AUBURN HILLS CITY COUNCIL WORKSHOP DRAFT MINUTES

MARCH 4, 2024

CALL TO ORDER: Mayor Marzolf at 5:30 PM

LOCATION: Admin Conference Room, City Hall, 1827 N. Squirrel Rd, Auburn Hills, MI 48326

Present: Mayor Marzolf, Council Members Ferguson, Fletcher, Hawkins, Knight, Verbeke
Absent: Council Member McDaniel

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, DPW Director Baldante, Director of Recreation and Senior Services Adcock, Assistant Director of Recreation and Senior Services Beckett, Program Coordinator for Support Services Ries

0 Guests

Workshop Topic: Local Transportation Needs

Ms. Beckett reviewed the current transportation program. She explained that riders are transported to medical and business appointments, shopping, and the Community Center. She noted that medical appointments take precedence over all other appointments. The service area is within the Auburn Hills City limits and five miles beyond each border. The riders are Auburn Hills seniors over 60 years of age and disabled adults under 60 years of age with a doctor's verification. Ms. Beckett stated that the rider must be independent, meaning they can get to and from the bus without assistance. She noted that 48 hours notice is required on all ride requests.

Ms. Beckett explained that the bus driver's day includes a review of the bus in the morning, power washing and cleaning the bus in the afternoon, and then to the Community Center to make phone calls for the next day pick-ups. She noted that DPW maintains the vehicles, however they sometimes have to go to SMART for maintenance.

Ms. Beckett commented that the City works hard to provide the highest level of customer service to the riders and strive to accommodate each request. She explained that there has been an increase in attendance at the daytime classes and daily lunch at the Community Center, as well as an increase in reoccurring appointments. There has also been a delay in vehicle production, demand for qualified drivers and competition for part-time help. Finding qualified drivers has been a challenge. She commented on the challenges involved in possible expansion of transportation services, which include the ability to hire qualified drivers, inflated wages, number of vehicles, and current staffing abilities. She noted that with the current resources, they are doing an exceptional job.

Discussion ensued regarding funding from the transportation millage and increase in operational costs. Ms. Adcock explained that City expects to see more funding as a result of the millage, but is still waiting for that funding. It was pointed out that there has been an improvement on the timeliness of vehicle maintenance.

Discussion ensued regarding potential enhancements to the program such as wage increase for bus drivers, tiered bus fee based on ability to pay, bus garage, and expansion of hours. It was noted that the program is as robust as it can be right now as very few people are turned away.

The meeting adjourned at 6:49 PM.

Brian W. Marzolf, Mayor

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 4B

CITY COUNCIL



CITY OF AUBURN HILLS REGULAR CITY COUNCIL MEETING

DRAFT MINUTES

MARCH 4, 2024

CALL TO ORDER &: Mayor Marzolf at 7:00 PM.

PLEDGE OF ALLEGIANCE

LOCATION: Council Chamber, 1827 N. Squirrel Road, Auburn Hills MI

ROLL CALL: Present: Council Members Ferguson, Fletcher, Hawkins, Knight, Marzolf, and Verbeke

Absent: Council Member McDaniel

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Roberts, City Clerk Pierce, Chief of Police Gagnon, Fire Chief Massingill, DPW Director Baldante, Manager of Municipal Properties Wisser, Engineer Driesenga

6 Guests

A workshop session was held prior to the regular City Council meeting at 5:30 PM. Workshop Topic: Local Transportation Needs.

4. APPROVAL OF MINUTES

4a. City Council Special Meeting Minutes, February 15, 2024

Moved by Knight, Seconded by Hawkins.

RESOLVED: To approve the City Council Special Meeting Minutes of February 15, 2024.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke

No: None

Resolution No. 24.03.37

Motion Carried (6 - 0)

4b. City Council Workshop Minutes, February 19, 2024.

Moved by Hawkins, Seconded by Ferguson.

RESOLVED: To approve the City Council Workshop Minutes of February 19, 2024.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke

No: None

Resolution No. 24.03.38

Motion Carried (6 - 0)

4c. City Council Regular Meeting Minutes, February 19, 2024.

Moved by Verbeke, Seconded by Hawkins.

RESOLVED: To approve the City Council Regular Meeting Minutes of February 19, 2024.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke

No: None

Resolution No. 24.03.39

Motion Carried (6 - 0)

5. APPOINTMENTS AND PRESENTATIONS

6. PUBLIC COMMENT

Mike Green of 146 Rosetta Court requested support for the picnic that takes place after the Memorial Day Parade.

Heidi Fort of 3314 Bald Mountain Road discussed water issues on her property. Mr. Baldante shared that they have met with Ms. Fort in the past. The home was built in 2000 and there were water issues at that time due to low lying areas. The city has installed dry well and is doing their best to contain the water.

7. CONSENT AGENDA

7a. Board and Commission Minutes

7a1. DDA & TIFA Joint Meeting, February 13, 2024

7a2. Tax Increment Finance Authority, February 13, 2024

RESOLVED: To receive and file the Board and Commission Minutes.

7b. Motion – To authorize a change order to the contract with Rich & Associates for professional services for architectural and engineering design.

RESOLVED: To authorize change order number four to the contract for professional services for architectural and engineering design with Rich & Associates in the amount of \$24,480. Furthermore, authorize the Finance Department to process the necessary budget amendments to reflect this change.

7c. Motion – To approve the Fieldstone Golf Club Roof Replacements.

RESOLVED: To purchase materials from The Garland Company for \$147,105 and services from Royal Roofing for \$272,000 to replace roofs at Fieldstone Golf Club.

7d. Motion – To approve the purchase of four replacement vehicles.

RESOLVED: To amend the 2024 fleet vehicle budget and approve the purchase of four Ford Mavericks for \$127,684.00 from LaFontaine Ford of Lansing, MI.

Moved by Verbeke, Seconded by Fletcher.

RESOLVED: To approve the Consent Agenda.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke

No: None

Resolution No. 24.03.40

Motion Carried (6 - 0)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Motion – To consider the 2024 Liquor License Renewals

Ms. Pierce presented the establishments that are eligible for the 2024 liquor license renewal.

Moved by Knight, Seconded by Hawkins.

RESOLVED: To approve of the annual liquor licenses of those establishments that have met the licensing requirements of the City and are eligible for renewal as stated in the report, including Duffy’s and Got Wings. (Attachment A)

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke

No: None

Resolution No. 24.03.41

Motion Carried (6 - 0)

Moved by Verbeke, Seconded by Fletcher.

RESOLVED: To approve the annual liquor license for The Hub Stadium, subject to The HUB Stadium continuing to make each of its delinquent water/sewer payments on time and in the amount agreed upon with the city, or the city will recommend immediate revocation of the license.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke

No: None

Resolution No. 24.03.42

Motion Carried (6 - 0)

10. COMMENTS AND MOTIONS FROM COUNCIL

Mr. Knight shared that the new War Memorial will be highlighted around Memorial Day. He commented that he would like to see a proclamation drawn up for the Oakland University Men’s Basketball team for their championship in the Horizon League. He followed up with Mr. Tanghe regarding the purchase of an electrical vehicle. Mr. Tanghe stated that a fleet of hybrid vehicles has been purchased.

Ms. Verbeke sought follow up to the hotel that was causing great concern last year. She also thanked Ms. Pierce for the additional work that she performed during this past election.

Dr. Fletcher and Mr. Ferguson thanked the Police Department for working diligently on finding the missing mother and newborn.

Mr. Hawkins also congratulated the Oakland University Men’s Basketball team. He also thanked Ms. Adcock and Ms. Beckett for the outstanding workshop that was presented prior to the meeting.

Mayor Marzolf commented on the upcoming Bunny Bash that will be in the downtown area March 23, 2024.

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

Mr. Tanghe welcomed the Cantina El Dorado Mexican restaurant to the downtown area.

13. ADJOURNMENT

Moved by Hawkins, Seconded by Ferguson.

RESOLVED: To adjourn the meeting.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, Verbeke

No: None

Resolution No. 24.03.43

Motion Carried (6 - 0)

The meeting adjourned at 7:28 PM.

Brain W. Marzolf, Mayor

Laura M. Pierce, City Clerk

ATTACHMENT A

ELIGIBLE FOR RENEWAL

The following establishments have met all requirements for license renewal in accordance with Police, Fire and Building Department inspections and have paid the annual license renewal fee, taxes, and utilities:

A+ King Crab (Joe’s Crab Shack)	Fieldstone Golf Club	On the Border
Alfoccino’s Restaurant	German American Club	Rainforest Café
AMC Great Lakes 25	Hoops Food, Sports & Spirits	Rangoli Indian Cuisine
American Legion Post #143	Hyatt Place Hotel	Red Ox Tavern
Applebee’s	Lelli’s Inn	Round One Entertainment
Bar Louie	Longhorn Steakhouse	The Olive Garden
Blue Skies Brewing, LLC	M&D Downtown Auburn Hills (Duffy’s)	Top Golf
Buddy’s Pizza	Michigan By the Bottle	Twin Peaks Restaurant
Chili’s Grill & Bar	Miyako	Duffy’s
Crowne Plaza	Nino’s Italian House	Got Wings
Embassy Suites	O’Brien’s Crabhouse	The HUB Stadium



PROCLAMATION

PROCLAMATION IN RECOGNITION OF THE ACHIEVEMENTS OF THE 2023-24 OAKLAND UNIVERSITY MEN'S BASKETBALL SEASON

- WHEREAS,** Auburn Hills is the proud home of Oakland University, and
- WHEREAS,** the 2023-24 OU men's basketball season has been a great source of pride for the university and the greater community as the team became the regular season champions of the Horizon League with a record of 15-5, and
- WHEREAS,** the team's coach is Greg Kampe, who is in his 40th season as head coach of the Golden Grizzlies and is the longest tenured coach at one school in Division I and ranks in the top 10 coaches for most wins by an active Division I head coach, and
- WHEREAS,** the team placed a trio of players on the Horizon League Men's Basketball All-Academic Team with Trey Townsend and Blake Lampman earning first team honors and Chris Conway earning an honorable mention, and
- WHEREAS,** Trey Townsend was also named Horizon League Player of the Year and became the sixth Golden Grizzly in 15 years to earn the award, and
- WHEREAS,** OU has now had a player earn First Team All-League honors for 18 straight years, the second most amongst D-I men's basketball teams, and
- WHEREAS,** this season, the Golden Grizzlies defeated Power-6 school Xavier, 78-76, for the team's first Power-6 win in two years, and
- WHEREAS,** the culmination of all these achievements earned the team the number one seed in the Horizon League and was the only Horizon League team to win its quarterfinal game on its home floor.
- THEREFORE, BE IT RESOLVED** that the City of Auburn Hills extends its congratulations to Coach Kampe and the entire OU men's basketball team on a well-played and memorable 2023-24 season.
- BE IT FURTHER RESOLVED** that the entire Auburn Hills community continues its support now and beyond the 2023-24 season and extends its best to the players and staff of the team.

Hereby presented on this 18th day of March, 2024,
on behalf of the Auburn Hills City Council.

Brian W. Marzolf, Mayor



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 5B

COMMUNITY DEVELOPMENT

To: City Council
From: Brian W. Marzolf, Mayor; Stephanie Carroll, Economic Development Manager
Submitted: March 4, 2024
Subject: Motion – To confirm the appointment of Valerie Gaton

INTRODUCTION AND HISTORY

Please consider confirming the following appointment.

Name	Board	Term Ending Date
Valerie Gaton	Downtown Development Authority	10/31/2024

STAFF RECOMMENDATION

It is recommended that Valerie Gaton be appointed to the Downtown Development Authority for a term ending October 31, 2024. A satisfactory background check has been completed.

MOTION

Move to confirm the appointment of Valerie Gaton to the Downtown Development Authority for a term ending October 31, 2024.



**CITY OF AUBURN HILLS
CITY CLERK'S OFFICE**

1827 N. Squirrel Rd., Auburn Hills MI 48326

Phone: 248.370.9402 Fax: 248.364.6719

CityClerk@auburnhills.org

www.auburnhills.org/cityboards

**APPLICATION FOR APPOINTMENT TO
BOARDS AND COMMISSIONS**

NAME: GATON VALERIE S
(Please Print) (Last) (First) (Middle Initial)

HOME ADDRESS: 3855 ANDOVER AH 48326 248 730 2868
(Number/Street) (City/Zip) (Phone)

EMAIL ADDRESS: ggaton43@yahoo.com

HOW LONG HAVE YOU LIVED IN AUBURN HILLS? 3.5 years ARE YOU A U.S. CITIZEN: yes

DO YOU WORK IN AUBURN HILLS? yes LENGTH OF TIME EMPLOYED IN AUBURN HILLS: 3 years

If you work in Auburn Hills, please list the name and address of the business:

HomePointe Realty 27 S. Squirrel
(Business Name) (Number/Street) (Phone)

PLEASE LIST WHICH BOARD/COMMISSION YOU ARE INTERESTED IN: DDA

WHAT SPECIALTIES/EXPERIENCE/EDUCATION DO YOU BRING TO THIS BOARD/COMMISSION:
(Attach additional sheet if necessary)

See attached!

LIST ANY CIVIC/COMMUNITY ACTIVITIES THAT ARE YOU INVOLVED IN:
(Attach additional sheet if necessary)

Please return this form to the City Clerk's Office at the above address for processing. This information will be provided to the City Council, on a public agenda, for the use in making appointment to the various Boards and Commissions at the City Council Meeting.

I HEREBY CERTIFY THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

Valerie 2.29.24
(Signature) (Date)

March 1, 2024

To whom it may concern,

My husband and I moved to Auburn Hills from Rochester in July of 2021. We LOVE our new community!, especially the downtown area and we have been looking forward to seeing what the future brings to it!

1 year ago, the real estate company I work for, HomePointe Realty rented a new office in the Brunswick building. So not only do I live in the city, I also work there.

I was born and raised in Argentina and moved to the United States 37 years ago. My entire family is here and we became American citizens 30 years ago. I am fluent in Spanish. Auburn Hills has a large hispanic population so I hope I can help by either using the language or our culture.

I have a degree in Teaching from Buenos Aires and worked in a day care center when we first arrived. I then stayed home to raise our girls. I was very involved in our Church, schools and community.

I now work part time for HomePointe Realty, enjoy our grandchildren, travel and playing pickleball!

Thank you for your consideration!

Warm Regards,

Valerie Gaton



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7A1

DOWNTOWN DEVELOPMENT AUTHORITY

“Not Yet Approved”
CITY OF AUBURN HILLS
DOWNTOWN DEVELOPMENT AUTHORITY INFORMATIONAL MEETING

February 26, 2024

LOCATION: Auburn Hills City Hall – Administrative Conference Room

CALL TO ORDER: Chairman Young called the meeting to order at 5:40 p.m.

ROLL CALL:

Present:	Young, Mayor Marzolf, Gliniecki, Wise
Absent:	Jernigan, Casey, Wayne, Bachan
Also Present:	Stephanie Carroll, Economic Development Manager; Eveonne Roberts, Downtown Engagement Specialist
Guests:	None

PERSONS WISHING TO BE HEARD

None.

REVIEW OF PROJECTS COMPLETED OVER THE LAST YEAR

Ms. Carroll brought the 2023 Annual report to the Board’s attention which also included an outlook for 2024.

Ms. Carroll opened the discussion for 2024 priorities. Prior to going into details, she reminded the Board that Ms. Casey had sent a letter requesting that the Friday night concerts start earlier than Summerfest. After looking into the feasibility and budget for adding an additional concert June 14, she asked the Board if the DDA would want to host a summer kick-off type of event. In addition to the concert, she discussed placing a new art piece in the downtown, re-starting the wayfinding process, the construction of the Public Square, partnering with the TIFA Board to provide mini grants to businesses Downtown, and seek further Downtown accreditations. Ms. Carroll also mentioned that she is in talks with Oakland County about continuing the DDA past its current sunset date.

Ms. Carroll turned it over to the Board Members to offer their own suggestions for 2024 priorities. The following suggestions were made.

- Having the DIA’s Inside|Out program return to Downtown.
- Pushing the new Downtown branding at events.
- Continue the parking discussion with our downtown merchants—maybe adjusting business’s employee parking placement might help.

FISCAL YEAR 2023 PLANS

Ms. Roberts went over the events planned within Downtown for the first half of 2024 and the DDA’s involvement including the Bunny Bash – funding and event execution, Reels by the Riverside – funding and event series execution, Clinton River Trail Event – funding and event execution, Summer Concert Series - funding, Summerfest - funding and personnel planning hours.

Ms. Roberts also mentioned that staff was also willing to plan an additional event the Friday prior to Summerfest (6/14) should the Board give that direction.

Ms. Carroll assured the Board that the annual events sponsored by the DDA in late summer and fall are also on the radar.

Ms. Wise suggested bringing back a perennial exchange.

ADJOURNMENT

Chairperson Young adjourned the Informational Meeting at 6:02pm.

Respectfully submitted,

Eveonne Roberts
Downtown Engagement Specialist



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7A2

DOWNTOWN DEVELOPMENT AUTHORITY

“Not Yet Approved”
**CITY OF AUBURN HILLS
DOWNTOWN DEVELOPMENT AUTHORITY MEETING**

February 26, 2024

LOCATION: Auburn Hills City Hall – Administrative Conference Room

CALL TO ORDER: Chairman Young called the meeting to order at 6:05 p.m.

ROLL CALL:

Present:	Young, Mayor Marzolf, Gliniecki, Wise
Absent:	Jernigan, Casey, Wayne, Bachan
Also Present:	Stephanie Carroll, Economic Development Manager; Eveonne Roberts, Downtown Engagement Specialist
Guests:	None

PERSONS WISHING TO BE HEARD

None.

APPROVAL OF MINUTES

A. Regular Meeting Minutes – September 18, 2023

Moved by Mr. Gliniecki to approve the DDA Regular Meeting Minutes from September 18, 2023.
Seconded by Ms. Wise

Motion Carried

CORRESPONDENCE AND PRESENTATIONS

None.

FINANCIAL REPORT

A. FY 2024 Adopted Budget and YTD Summary – January 31, 2024

Ms. Carroll reviewed the financial report for the period ending January 31, 2024.

Moved by Ms. Wise receive and file the financial report for the period ending January 31, 2024.
Seconded by Mr. Gliniecki.

Motion Carried

UNFINISHED BUSINESS

None.

NEW BUSINESS

A. Resolution Approving Special Liquor License for SeptemBEERfest

Ms. Carroll reviewed the memo dated January 8, 2024, regarding the necessary Special Liquor License from the State of MI for the Board’s SeptemBEERfest event being held on June 20, 2024.

Moved by Ms. Wise to approve the attached authorizing the application for a Special License. Furthermore, authorize the Executive Director to execute all documents related to the application for the Special License.

Seconded by Mayor Marzolf

Yes: Young, Mayor Marzolf, Gliniecki, Wise

No: None

Motion Carried

BOARD MEMBER COMMENTS

Mr. Gliniecki asked if there had been any updates or developments with Rochester Hills in the joint installation of the lighted crosswalk signal that was approved to be installed along the Clinton River Trail as it crosses Adams Road.

Ms. Carroll stated she believed that DPW was coordinating with the Road Commission for Oakland County that she would find out where the city is with the project from DPW staff and update the Board.

Mr. Gliniecki asked as to how the Riverwalk Master Plan project was coming along.

Mayor Marzolf stated that progress continues to be made and that the city was able to acquire certain easements for the project and that all construction will happen within 4 phases.

Ms. Carroll mentioned that she would forward documentation regarding the Riverwalk Master Plan project to members of the Board in case they had not seen it as it was recently included in the Parks and Recreation Master Plan.

EXECUTIVE DIRECTOR UPDATE

Ms. Carroll reminded the Board that the next Board Meeting will be held on March 25, 2024, at 5:30 p.m.

ADJOURNMENT

Moved by Mr. Gliniecki to adjourn the DDA Board meeting.

Seconded by Ms. Wise

Motion Carried

The DDA Board of Directors meeting adjourned at 6:17 p.m.

Respectfully submitted,
Eveonne Roberts
Downtown Engagement Specialist



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7A3

PUBLIC SAFETY ADVISORY COMMITTEE

"Not yet approved"

CITY OF AUBURN HILLS

PUBLIC SAFETY ADVISORY
COMMISSION MEETING

March 5th, 2024

CALL TO ORDER: Chariman Ron Moniz called the meeting to order at 5:02 p.m.

ROLL CALL: Mr. Jay Boelter, Not Present
Mr. Donearl Johnson, Present
Ms. Gail Cartwright, Present
Mr. Eugene Hawkins, Present
Mr. Ron Moniz, Present

Also, Present: Chief Ryan Gagnon, Police Department
Deputy Chief Scott McGraw, Police Department
Lt. Jeremy Stubbs, Police Department
Lt. Michelle Hesse, Police Department
Chief Adam Massingill, Fire Department
Assistant Chief Trevin Robinson, Fire Department
Clerk Nick Krystyniak, Police Department
Skip Taylor, Resident and Former Committee Member

LOCATION: Public Safety Community Room.

APPROVAL OF MINUTES HAWKINS moved to approve the minutes from August 9th, 2023 with no corrections.

Supported by JOHNSON.

VOTE: Yes: All
No: None

Motion carried (4-0)

ADDITIONS TO THE AGENDA:

None

COMMUNICATIONS (PERSONS WISHING TO BE HEARD)

None

OLD BUSINESS

None

NEW BUSINESS

- a. **Consider the Approval of Uniform Vendor Bid for the Police Department.** This item was presented by Police Department Lt. Jeremy Stubbs.
 - a. Department contracts with a vendor for police uniforms and equipment for a period of up to 3 years.
 - b. Have worn Blauer Uniforms since approximately 2010.
 - c. Since 2001, police department has never done a full reboot of uniforms worn by personnel.
 - d. Blauer Uniforms
 - i. Durable, high-end materials, and stand up to all weather conditions.
 - ii. Stretch ripstop material, lighter, provide more ease of movement for officers.
 - e. Sourcewell administered a Uniform RFP on a national basis.
 - i. Blauer was awarded the contract.
 - ii. Allows to specify a distributor.
 - iii. On Duty Gear is the Local Sourcewell Vender
 1. Have purchased uniforms from them since 2010.
 - f. Staff recommends to the Public Safety Advisory Committee the approval to purchase new uniforms through Sourcewell with On Duty Gear LLC being the vendor.

Discussion with questions and answers ensued regarding the age of uniforms in the room, allotments in the Collective Bargaining Agreement, phasing out current uniforms, laundry, support staff, and reusing patches. Sample uniforms were passed around the room.

Motion JOHNSON moved to recommend to the City Council the purchase of new uniforms utilizing Sourcewell with On Duty Gear LLC as the vendor in an amount not to exceed \$93,000.00.

Supported by CARTWRIGHT.

VOTE: Yes: All
No: None

Motion carried (4-0)

- b. **Consider the Approval of Police Vehicle Changeover Vendor for the Police Department.** This was presented by Police Department Lt. Jeremy Stubbs.
 - a. Patrol Fleet
 - i. 20 Patrol Vehicles
 - ii. 1 Cadet Vehicle

- iii. Command Van
- iv. Chevy Express Van
- b. 2024 Upfitting
 - i. 5 2019 Dodge Chargers are being replaced with Durango's.
 - ii. 3 unmarked Detective vehicles are being replaced.
 - iii. 1 Tahoe (either in 2024 or 2025)
- c. Staff recommends to the Public Safety Advisory Committee the approval to contract with Cynergy Products for Police Vehicle changeovers for a period of up to three years.

Discussion with questions and answers ensued regarding budget, radio communications, no other bids received, Cynergy's history, partnership with the Department of Public Works. Clarification was provided on Tahoe purchase.

Motion CARTWRIGHT moved to recommend to the City Council the acceptance of the bid by Cynergy Products for Police Vehicle changeovers for a period of up to three years in the amount not to exceed \$101,000.00.

Supported by JOHNSON.

VOTE: Yes: All
No: None

Motion carried (4-0)

- c. **Consider the Approval to Purchase Axon Body Worn Cameras, In-car Cameras, Digital Evidence Management, and Virtual Reality Training System.** This item was presented by Deputy Police Chief Scott McGraw.
 - a. What we have now:
 - i. Panasonic BWC-MK3
 - ii. Panasonic In-car HD Video
 - iii. Arbitrator Back-end Video Management
 - iv. Caseguard Digital Evidence Management
 - v. On-site server storage
 - vi. Input Ace (3rd party video solution)
 - vii. ID Guard Redaction Software
 - b. Annual Cost: \$66,840.00
 - c. Digital Evidence Workflow
 - i. Collection-Manage
 - 1. BWC Video
 - 2. In-Car Video
 - 3. Crime Scene Photos
 - 4. Scanned Documents
 - 5. Cellphone Data
 - 6. 911 Audio
 - 7. 3rd Party Video
 - ii. Review-Share

1. Cadet pulls video from Arbitrator (1:1 ratio)
 2. Cadet uploads into Caseguard (1:1 ratio)
 3. Records pull digital evidence from Caseguard.
 4. Records redacts where appropriate.
 5. Records will download redacted evidence onto flash drives for FOIA requests.
 6. Records collects digital evidence for Prosecutors and uploads to a SharePoint (download speeds vary).
- d. What we get with AXON
- i. Hardware
 1. Axon Body 4 (30)
 2. Body 4 Mounting Solutions
 3. Axon Fleet 3 In-Car Camera (21)
 - a. Forward-facing and interior camera.
 4. Axon Signal
 5. Axon VR Trainer (2 sets)
 - ii. Integrations
 1. Evidence.com (60 Pro-Licenses)
 2. Community Request
 3. Axon Respond
 4. Redaction Studio
 - a. Transcription and AI Assistant
 5. Axon Investigate
 6. Axon Performance
- e. Budget and Cost of Axon
- i. Budgeted \$140,000.
 - ii. 2024 Quote \$219,913.78
 - iii. 10-year subscription
 - iv. In May of 2034, we would renew.
- f. Staff recommends the approval of Axon to be the vendor used to purchase a 10-year subscription for thirty (30) body-worn cameras, twenty-one (21) in-car cameras, two (2) Virtual Reality Training sets, and associated software.

Lengthy discussion with question and answers ensued regarding audio turning on with video, locking in the price for 10 years, training, retention of digital evidence, the 2020 Body-Worn Camera purchase, selling current equipment, Axon as a company, and in-service date. Police Chief Ryan Gagnon provided clarification of data living on the AWS Government Cloud.

Motion HAWKINS moved to recommend to City Council the approval to purchase a 10-year subscription for thirty (30) body-worn cameras, twenty-one (21) in-car cameras, two (2) Virtual Reality Training sets, and associated software from Axon in an amount not to exceed \$219,913.78 annually.

Supported by JOHNSON.

VOTE: Yes: All
No: None

Motion carried (4-0)

REPORTS FROM THE DEPARTMENTS

- a. **Fire Department Report.** Fire Chief Adam Massingill presented the Fire Departments 2023 Annual Report. The full report is available on-line.

Lengthy discussion with questions and answers ensued regarding benchmarks, 2010 strategic plan updates, EMS billing, upcoming Council workshops, ISO 2 rating, inspections, and SAFER Grants.

- b. **Police Department Report.** Police Chief Ryan Gagnon presented the Police Departments 2023 Annual Report. The full report is available on-line.

Discussion with questions and answers ensued regarding the mental health program, Community Emergency Response Team (CERT), and FLOCK statistics.

Motion HAWKINS motioned to adjourn the meeting.

Supported by CARTWRIGHT.

VOTE: Yes: All
No: None

Motion carried (4-0)

ADJOURNMENT 6:52 p.m.

Respectfully Submitted,
Nick Krystyniak
Police Department Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7A4

PLANNING COMMISSION



CITY OF AUBURN HILLS PLANNING COMMISSION MINUTES

NOT YET APPROVED

March 6, 2024

CALL TO ORDER: Chairperson Ouellette called the meeting to order at 7:00 p.m.

ROLL CALL: Present: **Carolyn Shearer, Sam Beidoun, Dominick Tringali, Jack Ferguson, Ray Saelens, Cynthia Pavlich, Chauncey Hitchcock, Greg Ouellette**

Absent: Laura Ochs

Also Present: Director of Community Development Steve Cohen, Assistant to the Director of Community Development Devin Lang, City Engineer Tim Juidici (OHM), City Engineer Hannah Driesenga (OHM)

Guests: 23

LOCATION: Council Chambers, 1827 N. Squirrel Road, Auburn Hills, MI 48326

3. PERSONS WISHING TO BE HEARD

4. APPROVAL OF MINUTES – January 10, 2024

Moved by Saelens to approve the minutes of January 10, 2024.

Second by Ferguson.

VOTE: Yes: Beidoun, Ferguson, Saelens, Pavlich, Shearer, Tringali, Hitchcock, Ouellette

No: None

Motion Carried (8-0)

5. PETITIONERS

5a. Chick-fil-A Restaurant (7:02 p.m.)

Public Hearing/Motion – Recommendation to City Council for Special Land Use Permit, Site Plan, and Tree Removal Permit approval to construct a restaurant with a drive-thru facility and outdoor seating area.

Mr. Cohen explained that this is a request to construct a 5,196-square-foot Chick-fil-A restaurant with a drive-thru facility and outdoor seating area at 2111 N. Squirrel Road. The land is currently vacant. The property is 2.24 acres and is zoned B-2, General Business District. Construction is anticipated to begin this summer, with projected completion in February 2025.

At 2.24 acres, the proposed restaurant will exceed the minimum 1.5-acre site size required by the Ordinance. The drive-thru facility design will exceed the 10-stacking space requirement. The stacking area proposed will hold up to 23 vehicles from the order boards.

Because Chick-fil-A typically generates a higher customer demand than its competitors, the City required the developer and Chick-fil-A, Inc. to provide a *Traffic Study, Drive-Through Lane Queuing Analysis, and Traffic and Circulation Narrative* to determine whether 1) the site could handle the vehicular demand associated with the proposed facility, and 2) the proposed facility would not negatively impact the roadways and surrounding properties. Mr. Juidici reviewed the proposed traffic plan and the applicant's two contingency plans. Based on OHM's technical review of the traffic data provided by Chick-fil-A, Inc. and the site plan design, the City's Administrative

Site Plan Review team finds the project will not cause transportation, safety, or congestion problems per the Special Land Use Permit approval requirements.

Chick-fil-A, Inc. has agreed to construct an upgraded version of their typical building, focusing on durable brick and metal building materials. The proposed building's materials, colors, and design features will positively impact the aesthetics of the Five Points "Golden Triangle" area.

Justin Lurk, Chick-fil-A, 5200 Buffington Road, Atlanta, GA, presented Chick-fil-A's business model, reviewed the proposed design, and was available to answer any questions the Commission had.

The Commission asked about the following:

1. At what point the contingency plan will be implemented;
2. Staffing loads and staffing for the implementation of the traffic contingency plans;
3. Stacking issues impacting traffic on Hall Road;
4. The percentage of customers that are drive-thru versus dine-in;
5. How this location was chosen;
6. Potential construction traffic issues;
7. Impact on surrounding businesses at other locations;
8. Construction timeline;
9. The canopies; and
10. Building materials.

Mr. Lurk explained that during high peak times (e.g., the grand opening and time after the opening if needed), corporate and experienced staff will assist the owner/operator and new staff with training in implementing the contingency plans. This will allow new staff to see the contingency plan(s) in action. Per the Police Department's request, the owner/operator will meet with City staff before the store opens to ensure open communication and that operations go as smoothly as possible upon opening. The average shift will have 20-25 employees, and more will be scheduled for the grand opening. The owner/operator will adjust their staffing levels during peak times.

Mr. Lurk stated that the stacking issues experienced at the M-59/Hall Road Chick-fil-A store occur because the natural traffic patterns on Hall Road and Schoenherr Road are much higher than those on N. Squirrel Road. In addition, the Hall Road Chick-fil-A site is significantly smaller than the proposed Auburn Hills location, with fewer stacking spaces. He stated that this site is attractive to Chick-fil-A, Inc. because it is a larger parcel, has a significant surrounding business community, is conveniently located at Squirrel Road and University Drive, and is across from Oakland University.

Mr. Lurk explained that this location is expected to follow typical trends in that 55-60% of the patrons will be drive-thru, and 40-45% will be dine-in patrons.

Mr. Lurk does not expect construction traffic issues, as the site is large enough to contain construction materials and equipment. In addition, he stated that Chick-fil-A, Inc.'s restaurants positively impact surrounding businesses. There will be growing pains, but they are committed to communicating their construction plan to surrounding businesses to ensure an overall positive experience. The building materials will be two different colors of brick and metal to blend into the look of the surrounding area.

Mr. Lurk expects construction to begin before the end of the year, with a timeline of 5-6 months from the start to the store's opening.

The construction will include two canopies – one over the pickup window and the other over the order point. Employees will also be taking orders on iPads during peak operation.

Mr. Ouellette opened the public hearing at 7:38 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:39 p.m.

Moved by Hitchcock to recommend to City Council approval of the Special Land Use Permit, Site Plan, and Tree Removal Permit for Chick-fil-A, Inc. to construct a restaurant with a drive-thru facility and outdoor seating area subject to the conditions of the City's Administrative Review Team. The Chick-fil-A restaurant development shall not cause transportation, safety, or congestion problems per Section 1818, Item 2(C) of the Zoning Ordinance. Vehicle stacking for the drive-through facility shall be confined to the Chick-fil-A restaurant site, as outlined in Chick-fil-A's Traffic and Circulation Narrative dated February 26, 2024. Vehicle stacking for the drive-through facility shall not be permitted to occur within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties. If vehicle stacking for the drive-through facility occurs within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties, the Auburn Hills Police Department will notify Chick-fil-A, Inc. and the restaurant operator. Chick-fil-A, Inc. and the restaurant operator will have seven (7) days to remedy the situation upon notification. Failure to resolve the situation after the City's request may result in a public hearing and the potential revocation of the project's Special Land Use Permit by the City Council to operate the restaurant's drive-through facility.

Second by Saelens.

VOTE: Yes: Hitchcock, Tringali, Beidoun, Ferguson, Saelens, Pavlich, Shearer, Ouellette

No: None

Motion Carried (8-0)

Mr. Ouellette thanked Mr. Cohen and the City's team for all their hard work and dedication in preparing the Chick-fil-A project for public review.

5b & c. Text Amendment to the Zoning Ordinance and Oakland Community College (7:43 p.m.)

PART ONE - Public Hearing/Motion – Recommendation to City Council for approval of a text amendment to amend Article XII. T&R, Technology and Research Districts of the Zoning Ordinance.

PART TWO - Public Hearing/Motion – Recommendation to City Council for Special Land Use Permit approval to construct two campus identification entry signs with LEG changeable copy, two campus identification roadway wall signs, and one campus identification monument-style sign.

Mr. Cohen explained that this is a request from Oakland Community College (OCC) for Special Land Use Permit approval to install five new identification signs at its Auburn Hills campus at 2900 Featherstone Road. The property is zoned T&R, Technology and Research District. Staff has also drafted a text amendment to the Zoning Ordinance to be considered concurrently with this Special Land Use Permit application, which would facilitate the signs proposed by OCC.

The text amendment has been drafted to incorporate ordinance language that would allow more prominent-sized identification signs to be installed at "*Colleges, universities, and other such institutions of high learning, both public and private, provided the property is located on the land bounded by M-59 and Featherstone Road, between I-75 and Squirrel Road.*"

The signs have been developed as a brand standard for all OCC campuses. Two LED automatic changeable copy signs will replace the three existing digital signs along Featherstone Road and Squirrel Road campus entrances. Two decorative roadway landscape wall signs will be located along Featherstone Road and Squirrel Road, and a tall monument "Stylon" sign will be located along M-59. This monument sign will be 62' 5" in height. It will be designed as a sculptural element to beautify and complement the campus and create awareness for motorists driving along M-59 of OCC's presence in the community.

Chris Schneider, Barton Malow, 1274 Liberty Street, Detroit, MI, Mark Reaves, Integrated Design Solutions, 1441 W. Long Lake Road, Troy, MI, and Bob Kelly, OCC Executive Director of Facility Operations, presented the proposal and were available to answer any questions the Commission had.

The Commission asked about the following:

1. The design of the monument sign;
2. The distance of the monument sign from M-59;
3. Illumination of the monument sign;

4. Sight intrusion of the monument sign for the surrounding residents;
5. Hours of illumination of the monument sign and
6. The use of the changeable copy signs for Amber Alerts and weather warnings.

Mr. Reaves explained that the design of the M-59 monument sign is intended to lend a more sculptural element to the sign. It is designed to be more like a work of art and will be consistent across all OCC campuses.

Mr. Reaves stated that the monument will be approximately 55' from the property line and several hundred feet from M-59. The light will shine up at the monument sign in a narrow beam that will only light the sign itself, similar to OCC's I-696 sign in Farmington Hills.

Mr. Cohen explained that one resident had expressed concern with the height of the monument sign. Mr. Reaves explained that the resident was satisfied after OCC's team created a cross-section diagram showing that two stands of trees surrounding it would block the sign and would not be seen from the resident's 2nd-floor window, nor can it be seen over the roof of the neighboring residence.

Mr. Reaves stated that it is planned that the monument sign will remain lit during nighttime hours but could be scheduled to shut off at a particular time if it is found to be inappropriate. Mr. Kelly also stated that the changeable copy signs will be used only for OCC information and follow all the City's regulations outlined by Mr. Cohen.

PUBLIC HEARING – PART ONE

Mr. Ouellette opened the public hearing at 7:54 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:54 p.m.

PART ONE:

Moved by Beidoun to recommend to City Council approval of the enclosed text amendment to amend Article XII. T&R, Technology and Research Districts of the Zoning Ordinance.

Second by Ferguson.

VOTE: Yes: Beidoun, Ferguson, Pavlich, Shearer, Tringali, Hitchcock, Ouellette

No: Saelens

Motion Carried (7-1)

PUBLIC HEARING – PART TWO

Mr. Ouellette opened the public hearing at 7:56 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:56 p.m.

PART TWO:

Moved by Beidoun to recommend to City Council approval of the Special Land Use Permit to construct two campus identification entry signs with LED changeable copy, two campus identification roadway wall signs, and one campus identification monument-style sign subject to the representations made by Oakland Community College and its representatives, packet materials, and conditions of Mr. Cohen's staff report.

Second by Hitchcock.

VOTE: Yes: Hitchcock, Tringali, Shearer, Pavlich, Ferguson, Beidoun, Ouellette

No: Saelens

Motion Carried (7-1)

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS – None.

8. COMMUNICATIONS

Mr. Cohen stated that the Commission will consider one case, a new pickleball facility, at its next meeting.

9. NEXT SCHEDULED MEETING

The next scheduled meeting is on Wednesday, April 3, 2024, at 7:00 p.m. in the Auburn Hills Council Chambers.

10. ADJOURNMENT

There being no further business, Chairperson Ouellette adjourned the meeting at 8:01 p.m.

Submitted by:

Susan McCullough, MiPMC III, CMC

Recording Secretary



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7B

CITY MANAGER'S OFFICE

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Brandon Skopek, Assistant City Manager
Submitted: March 8, 2024
Subject: Motion – To adopt the findings and recommendations of the downtown parking study

INTRODUCTION AND HISTORY

Over the years the City of Auburn Hills has more than adequately kept up with parking needs downtown. While there are some parking areas downtown that are currently underutilized, staff recognized that the continued growth and investment downtown will have an impact on future public parking needs and that a comprehensive parking study was needed. Therefore, in April 2023, the City Council approved the commission of a comprehensive downtown parking study, to be completed by Rich & Associates.

Throughout the study period, Rich & Associates evaluated current parking conditions, considered future potential downtown uses and growth, interviewed community stakeholders, identified factors that are influencing current parking trends, and identified areas that have insufficient parking capacity. Following their data collection and analysis, Rich & Associates developed a series of recommendations and action items that could be implemented to address current and future parking needs downtown. Rich & Associates presented their findings and recommendations to the Tax Increment Finance Authority (TIFA) and the Downtown Development Authority (DDA) during a joint meeting held on February 13, and to the City Council at the February 19 Workshop Session. Rich & Associates' recommendations are attached as Exhibit 1. The full study has been attached as Exhibit 2.

STAFF RECOMMENDATION

Staff recommends the adoption of the findings and recommendations as provided in the downtown parking study prepared by Rich & Associates. Staff further recommends the City Council to authorize the City Manager to proceed with the implementation of the report's recommendations.

MOTION

Move to adopt the findings and recommendations of the comprehensive downtown parking study completed by Rich & Associates. Furthermore, authorize the City Manager to proceed with the implementation of the report's recommendations.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

Recommendation Type	#	Recommendation	Time Frame
Enforcement	1	Implement and enforce two-hour time limit for on-street parking between the hours of 8:00 am and 6:00 pm	6 - 12 Months
Enforcement	2	Enact an anti-shuffling ordinance so that someone cannot simply move their vehicle to a different on-street space to start a new two-hour session. Limit the on-street to two-hours per day in on-street spaces within the downtown	12 - 18 Months
Enforcement	3	Implement a program of, at a minimum, random parking enforcement varying the days of the week and the times of day that the enforcement be conducted. Each enforcement shift should be for a minimum of four hours so that vehicles can be initially recorded and monitored a second time for violation of the two-hour (and other violations) limit.	12 - 24 Months
		a. Consider the use of volunteers to perform the enforcement function to supplement the current program of police officers.	12-24 Months
Enforcement	4	The current fine for parking violations as adopted by 52-3 District Court is \$75.00. The City's fine is \$30.00. Rich would recommend monitoring enforcement to determine if the \$30.00 is not sufficiently high enough to deter habitual offenders. If so, increase in stages up to 52-3 District Court level.	Immediate
Enforcement	5	Require that anyone parking overnight in the current and expanded parking garage have a permit	6 - 12 Months
Enforcement	6	Use the current availability through the Secretary of State's office to hold vehicle registrations for vehicles that have three or more unpaid parking citations.	12 - 24 Months
Zoning Ordinance Changes	7	The provision of parking spaces is not required in Downtown Auburn Hills. At a minimum, adjust the ordinance that developers of multi-unit residential properties provide parking at the following levels:	18 - 24 Months
		a. Studio and One bedroom – 1 parking space per dwelling unit	
		b. Two Bedroom Units – 1.5 spaces per dwelling unit	
7A	Do not require parking for other developments - too many inefficient small lots		
Marketing / Operations	8	Through the DDA, encourage employees of downtown businesses to park in the more remote public off-street lots to save the most convenient spaces for downtown visitors and customers	Immediate
Marketing / Operations	9	Clearly identify the public off-street lots with signage. The signs should indicate a name of the lot (not a letter or number) and the permitted hours of operation. Overnight parking in public lots should not be allowed without a city-issued permit that limits the duration (3-days).	6 -12 Months
Marketing / Operations	10	The first floor or at least a portion of the first floor of the garage should be dedicated for customer / visitor use during the daytime hours (8:00 am – 8:00 pm). Currently, much of the floor is designated for AHH, LLC or Hyde Associates, LLC parking. Resident parking should be on the upper levels so that visitors are not driving past multiple empty spaces reserved for residential use to reach an available visitor space or to find out that all visitor parking is filled. Signs should indicate that visitor parking above the first level is allowed during the daytime hours (8:00 am – 8:00 pm) without a permit but that after a designated hour, residential parking permits are required	12- 24 Months



DOWNTOWN PARKING STUDY

City of Auburn Hills, Michigan

Final Report

February, 2024



RICH & ASSOCIATES, INC.
PARKING CONSULTANTS - PLANNERS

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1:00 PM – 3:00 PM	
3:00 PM – 5:00 PM	
5:00 PM – 7:00 PM	
7:00 PM – 9:00 PM	
9:00 PM – 11:00 PM	



Friday Turnover / Occupancy Maps AP-12

11:00 AM- 1:00 PM

1:00 PM – 3:00 PM

3:00 PM – 5:00 PM

5:00 PM – 7:00 PM

7:00 PM – 9:00 PM

9:00 PM – 11:00 PM

Saturday Turnover / Occupancy Maps AP-18

11:00 AM- 1:00 PM

1:00 PM – 3:00 PM

3:00 PM – 5:00 PM

5:00 PM – 7:00 PM

7:00 PM – 9:00 PM

9:00 PM – 11:00 PM

Section 1 – Executive Summary

As the result of a comprehensive parking analysis conducted for the City of Auburn Hills within their downtown, Rich & Associates have quantified and qualified the parking needs. The analysis was performed due to the significant development taking place in Auburn Hills that is anticipated to add significant residential and commercial demand that, it is feared, would stress the existing parking supply.

Methodology

Using an analysis that benchmarks the parking generation factors to existing observed conditions, Rich applies a methodology that uses these validated values in calculating the parking needs for future years.

Rich completed 3 days of parking utilization counts between the hours of 11:00 am and 11:00 pm. The utilization study is designed to measure and document how the existing parking is being used. This data is used as a benchmark to compare to the parking demand model created as part of this analysis.

Results

Parking Supply – There are a total of 1,045 parking spaces within the study area. Of this total, 56% is designated for private use and 44% is designated as publicly available. This split between private use and publicly available parking is below the industry best practice benchmark that more than 50% of downtown community parking be publicly available. Rich defines **publicly available parking** as parking where someone may park and visit any destination they choose. This parking includes both on-street and off-streets spaces. The contrary class of parking is **private parking**, which is generally restricted to use by staff or visitors to a particular destination.

Utilization Analysis – As noted, Rich conducted 3 days of parking utilization counts. The survey dates were Wednesday August 9th, Friday August 11th and Saturday August 12th. The analysis demonstrated that at peak, time 44% of the public off-street parking spaces were occupied on Wednesday between 7:00 pm and 9:00 pm. Thirty-four percent of private parking spaces were occupied.

The on-street parking occupancy peaked at 64% on Friday between 7:00 and 9:00 pm. However, the turnover analysis revealed that as much as 20% of parkers parked beyond 2 hours and in some cases as long as 8 hours. A 2-hour time limit for prime downtown on-street parking is considered a best practice.

Parking Demand – The analysis shows that at this time it does not appear that the total parking capacity is an issue. Rich's analysis of the current conditions shows an overall parking surplus of 333 spaces during the peak daytime period and 324 spaces during the peak evening period. Projections for one year out (2024) when the Auburn Square, The MiL and the Brunswick developments are projected to be at or near full occupancy show the daytime surplus declining to 204 spaces and the evening surplus reducing to 227 spaces. However, the residential component has a 31-space deficit on the block encompassing these three facilities (Block 6).

Current plans are for the Webster which is currently under construction to be completed by August of 2025 (2 years in the future). This would add 88 residential units and nearly 7,500 sf of ground floor commercial space which Rich is forecasting as restaurant space. Assuming that all 88 residential units were occupied at opening, the residential deficit on this block could be as great as 126 spaces while the non-residential categories could see an 8-space shortfall at this time on this block. Overall, the non-residential categories would have a net 146-space surplus.

The potential 126 space residential deficit on block 6 could continue into the fall 2026 projections (year 3 of the forecast) because by fall 2026 the planned garage expansion is not expected to be completed. Given the provided schedule for the garage of construction not anticipated to begin until spring of 2026 and Rich estimates a 10-month construction period, it is likely that the garage would not be ready until early 2027. By the fall of 2027, the 172 net-added spaces from the garage could eliminate the residential parking deficit on block 6 as well as provide surplus spaces for the non-residential uses within the downtown that could be as much as 186-spaces during the daytime.

A final projected development (3306 – 3320 Auburn Road) is projected to add 13,500 square feet of retail space plus three floors providing approximately 41 residential units. The 44 spaces of added parking demand would be accommodated within the available garage expansion. By the time this development is completed the calculated residential parking needs on this block total 270 spaces which would all need to be accommodated within the existing and expanded garage. This leaves approximately 133 publicly available spaces in the garage.

Stakeholder Interviews

During the data collection process, Rich interviewed several stakeholders to discuss their issues or concerns regarding access to parking within the study area. The following includes summaries of points made by the stakeholders.

- Very concerned about the lack of parking. I don't think the current model will support the business growth.
- With the new residential buildings like the Webster, which will add 88 new apartments, they will probably have reserved parking in the garage which will cut down on available public parking. I don't think they thought about if parking could support the growth.
- There is no parking enforcement.
- Parking should have been taken into consideration before all the development started.
- Everyone parks in our private lot to the point there are no available spaces for our customers and employees.
- When there are events there is no parking. There is no action to help or stop people from parking in the private lots.
- I have elderly patrons who cannot walk to/from the parking garage.

- It seems the city did not have the foresight to consider parking during construction. Construction workers park in the on-street spaces that should be kept for the patrons of the businesses.
- Some customers say there needs to be more handicap parking on-street.
- I feel some type of enforcement is needed. During the summer every Friday night there is no parking. People going to the concerts in the park and are parking in our private lot.
- Very concerned with parking in the near future. With the new developments like the Webster, once complete where will all the people park? Once the Mexican restaurant opens with seating over 100 people, where will they all park?
- Once the Webster starts erecting the building, where will all the contractors park? The construction foreman should direct trades to park in the public lot east of parking garage.
- Signage directing visitors to public parking is poor.
- Currently I feel we're getting by with parking, but once the Webster is complete and the other planned openings, there will not be enough parking.
- I'm very concerned there is too much building in short period of time and no plan as to how parking will support it.
- Wayfinding signage is bad. Definitely needs to be improved. It was at one time indicated the city would look into the signage, but never happened.
- The deck expansion should begin as soon as possible by shifting the latter phase of construction staging of the Webster to the north side of the site on Auburn.
- Basically, the worst is yet to come because, for 6-9 months the current surface lot users (and deck users displaced by Webster reserved spaces) will need to use the dermatology lot to the east, street parking or the lots on the north.
- Hopefully the reserved Webster spaces together with the current reserved deck spaces will leave some open parking in the deck during expansion. After the expansion we will be through the problems, with room to spare for some event parking and future growth.
- The surface lot should prohibit Webster contractors, but remain 24-hour parking for all tenants, residents and customers.
- The city should allow residents to reserve spaces in the deck on an individual basis.
- There is confusion regarding the abrupt policy change to 2-hour parking limits. The vast majority of surrounding businesses did not ask for this new policy, nor do any suffer without the change.
- It may seem to others that there is real trouble now (there is not). The real problems are yet to happen, but are necessary to get what we all started into this for.

Recommendation Type	#	Recommendation	Time Frame
Enforcement	1	Implement and enforce two-hour time limit for on-street parking between the hours of 8:00 am and 6:00 pm	6 - 12 Months
Enforcement	2	Enact an anti-shuffling ordinance so that someone cannot simply move their vehicle to a different on-street space to start a new two-hour session. Limit the on-street to two-hours per day in on-street spaces within the downtown	12 - 18 Months
Enforcement	3	Implement a program of, at a minimum, random parking enforcement varying the days of the week and the times of day that the enforcement be conducted. Each enforcement shift should be for a minimum of four hours so that vehicles can be initially recorded and monitored a second time for violation of the two-hour (and other violations) limit.	12 - 24 Months
		a. Consider the use of volunteers to perform the enforcement function to supplement the current program of police officers.	12-24 Months
Enforcement	4	The current fine for parking violations as adopted by 52-3 District Court is \$75.00. The City's fine is \$30.00. Rich would recommend monitoring enforcement to determine if the \$30.00 is not sufficiently high enough to deter habitual offenders. If so, increase in stages up to 52-3 District Court level.	Immediate
Enforcement	5	Require that anyone parking overnight in the current and expanded parking garage have a permit	6 - 12 Months
Enforcement	6	Use the current availability through the Secretary of State's office to hold vehicle registrations for vehicles that have three or more unpaid parking citations.	12 - 24 Months
Zoning Ordinance Changes	7	The provision of parking spaces is not required in Downtown Auburn Hills. At a minimum, adjust the ordinance that developers of multi-unit residential properties provide parking at the following levels:	18 - 24 Months
		a. Studio and One bedroom – 1 parking space per dwelling unit	
		b. Two Bedroom Units – 1.5 spaces per dwelling unit	
7A	Do not require parking for other developments - too many inefficient small lots		
Marketing / Operations	8	Through the DDA, encourage employees of downtown businesses to park in the more remote public off-street lots to save the most convenient spaces for downtown visitors and customers	Immediate
Marketing / Operations	9	Clearly identify the public off-street lots with signage. The signs should indicate a name of the lot (not a letter or number) and the permitted hours of operation. Overnight parking in public lots should not be allowed without a city-issued permit that limits the duration (3-days).	6 -12 Months
Marketing / Operations	10	The first floor or at least a portion of the first floor of the garage should be dedicated for customer / visitor use during the daytime hours (8:00 am – 8:00 pm). Currently, much of the floor is designated for AHH, LLC or Hyde Associates, LLC parking. Resident parking should be on the upper levels so that visitors are not driving past multiple empty spaces reserved for residential use to reach an available visitor space or to find out that all visitor parking is filled. Signs should indicate that visitor parking above the first level is allowed during the daytime hours (8:00 am – 8:00 pm) without a permit but that after a designated hour, residential parking permits are required	12- 24 Months

Section 2 – Analysis

Introduction

Rich & Associates have been asked to assess the parking needs for the seven blocks of downtown Auburn Hills. Presently, downtown Auburn Hills is experiencing significant development with the recent addition of several mixed-use developments consisting of residential and commercial uses. Two developments (The MIL and Brunswick) are in the process of opening and receiving tenants while a third (Primary Place) is planned to begin receiving residents during fall 2023. Another project (The Webster) is in the very early stages of construction. The Webster, an 88-unit residential development, has resulted in the removal of a 57-space city lot from service, and prompted plans to expand the existing Primary Street parking garage.

Methodology

Rich employs a methodology which involves a detailed collection of data from the defined study area. The collected data includes parking supply and land use data by block noting public versus private supply, on-street versus off-street spaces as well as parking supply restrictions such as time limits, and specific use (residential parking).

The land Use data, provided by the City, includes the use of each business/building supported by square footage or number of residents. Within the defined study (shown by **Figure 1** below), Rich quantifies and qualifies the parking needs for comparison against the available parking supply.



Figure 1 - Downtown Parking Study Area

Rich typically quantifies the parking needs and compares this against the available parking supply at various points in time. In the case of Auburn Hills, the assessment conducted reflect the following time periods:

Current Demand – At the time of the Utilization Studies (used to calibrate parking demand model)

1-Year Assessment (Summer 2024) – Allowing for developments opening Fall 2023 to be operational

2-Year Assessment (Summer 2025) – Allowing for Webster to be open (garage not yet)

3-Year Assessment (Summer 2026) – Allows for additional vacant space occupancy (garage not open)

4-Year Assessment (Summer 2027) – Garage expansion complete and open

5-Year Assessment (Summer 2028) – 3306 – 3324 Auburn Road Development

Current Demand (August 9, 11 & 12) coinciding with the dates of the parking utilization studies. This data (to be discussed) showed that the highest daytime parking occupancy occurred coinciding with the Wednesday survey date.

An initial assessment is performed where the parking needs are compared against the conditions as actually observed as accomplished via the parking utilization study. This is used to calibrate the parking demand model to be developed and establish the **parking generation rates** to be used.

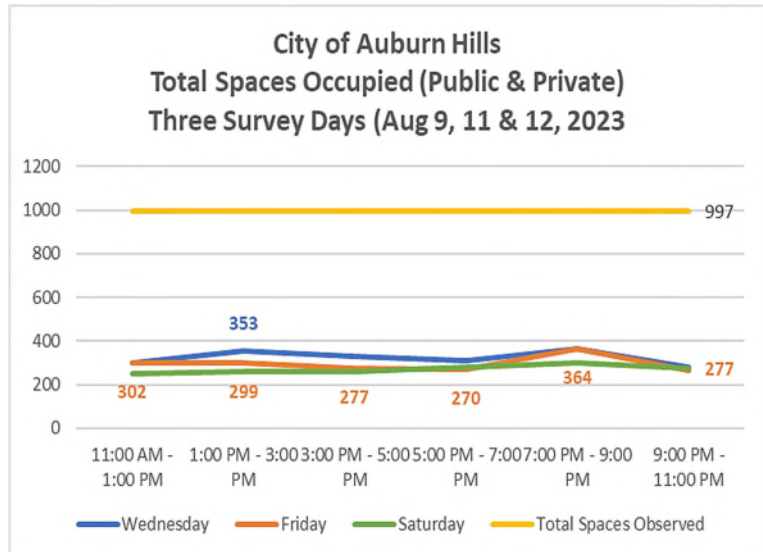


Figure 2 - Total Observed Occupancy

1-Year Assessment (Summer 2024) - In the case of the Downtown Auburn Hills study, at the time the occupancy counts were performed, several current developments were not open or not fully operational. Therefore, the square footage of use of these buildings/businesses (Brunswick, Primary Place) were not included. Using the parking generation rates correlated to the observed conditions, the needs, as they would be expected during the summer of 2024, were calculated. This would allow for these buildings to be fully open, occupied and operational during what would be expected to be a “peak” season.

3-Year Assessment (Summer 2026) - Additional projections were made for the summer of 2026 when it would be expected that the newest development downtown (The Webster) would be constructed and fully operational. Being complete in 2025, we are expecting that it would only be partially occupied in 2025. The 2026 projections also assume that a portion (35%) of the existing vacant space in the study area is reoccupied.

5-Year Assessment (Summer 2028) - A final projection completed reflecting five years in the future with not only the various known developments all operational but a higher proportion (75%) of the existing vacant space in the study area is occupied.

Parking Data

Study Area – As shown by **Figure 1 on page 4**, the study area consists of seven defined blocks. Within the study area there is a mixture of public facilities including Riverside Park with its 320-seat amphitheater, as well as the 233-space parking garage. Private facilities include numerous commercial buildings housing various businesses and offices, as well as several mixed-use buildings which include commercial businesses and residential units. The downtown has an increasing residential population due in part to these new buildings as well as several residential townhomes, apartments and condominiums with attached parking.

Parking Supply

The total parking supply within downtown Auburn Hills, at the time of the occupancy counts, totaled 1,045 spaces. This consisted of 589± spaces designated for private use which represents 56 percent of the total supply, with the balance of 456± spaces (44%) designated as publicly available. The private supply included 100 spaces in the public garage which are signed as reserved spaces (presumably for the residents of the adjacent Auburn Square Apartments) as well as spaces within private areas serving several residential developments or the spaces in the adjacent lots.

Rich defines public and private parking supply in the following manner:

Public Parking – is defined as available to anyone regardless of their destination. Although it may be time limited (such as on-street parking), the parking patron may visit any destination they wish.

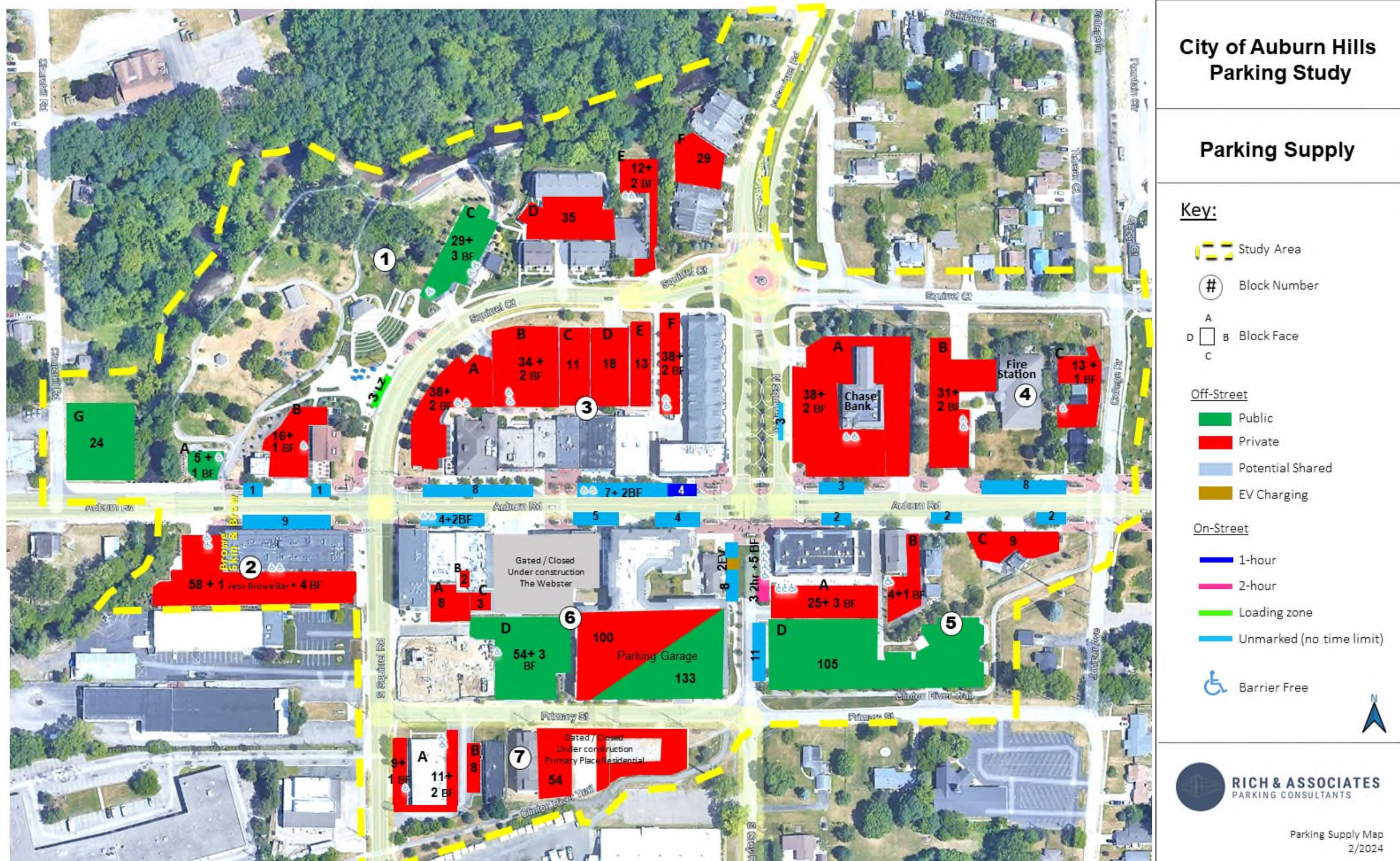
Private Parking – is restricted only to residents, staff or patrons of the business or entity which owns the parking. In the case of commercial businesses, the patron would be expected to move their vehicle at the conclusion of their visit to make the space available for the next customer.

Table 1 below and **Map 1** on the following page demonstrates the parking supply as it existed at the time of the field data collection.

Table 1 – Parking Supply Summary

BLOCK	PRIVATE					PUBLIC										TOTAL SUPPLY
	OFF-STREET				TOTAL PRIVATE	OFF-STREET			ON-STREET						TOTAL PUBLIC	
	HC	(LOT/ DECK)	RESIDENTIAL	Residential HC		DECK	NO LIMIT	HC	NO LIMIT	1-HR	2-HR	EV	HC	LOAD ZONE		
1	3	28	64	0	95	0	58	4	2	0	0	0	0	3	67	162
2	0	0	59	4	63	0	0	0	9	0	0	0	0	0	9	72
3	4	114	38	2	158	0	0	0	15	4	0	0	2	0	21	179
4	5	82	0	0	87	0	0	0	14	0	0	0	0	0	14	101
5	1	13	25	3	42	0	105	0	17	0	3	0	5	0	130	172
6	0	13	100	0	113	133	54	3	21	0	0	2	2	0	215	328
7	3	28	0	0	31	0	0	0	0	0	0	0	0	0	31	31
TOTAL	16	278	286	9	589	133	217	7	78	4	3	2	9	3	456	1,045

Map 1 - Downtown Parking Supply



Residential Parking Supply

Because of the significant impact the residential supply and needs have on downtown parking in fulfilling its role to make for a vibrant, pedestrian-oriented community and reducing the reliance on private automobiles, the amount of parking dedicated to residential needs should be considered. Residents generally want their vehicles parked relatively proximate to their living quarters. When residential parking is located on adjacent blocks the apartment or condominium may not be as attractive.

Rich analyzed several existing developments and compared the number of residential units to the number of provided parking spaces on site. As **Table 2** demonstrates, the Riverside Townhomes and Mocerri Condos are providing nearly 2.5 spaces per dwelling unit. The Astoria Park Condominiums with 22 garage spaces and an additional 18 surface lot spaces is nearly 2.7 spaces per dwelling unit. On the other end of the spectrum, the Jordan is providing just 1.25 spaces per unit, the six residential units in the MiL have no on-site spaces provided, while the Auburn Square apartments rely upon the 100 designated reserved spaces in the adjacent public parking garage. Combined, these facilities are providing 1.37 spaces per dwelling unit.

Table 2 – Parking Provided Residential Units

Block	Development Name	At Time of Occ Counts				Active Aug 2023 (Y / N)	Spaces			Spaces / Unit
		Residential Units		Office Square Ftge			Garage	Lot	Total	
		Total	Vacant	Total	Vacant					
1	Riverside Townhomes	14	0			Y	14	21	35	2.50
1	Mocerri Condos Riverwalk	12	0			Y	12	17	29	2.42
2	The Jordan	48	2			Y	0	63	63	1.26
3	Astoria Park Condos	15	0			Y	22	18	40	2.67
6	The MiL	6	1	12,591	400	Y	0	0	0	0.00
6	Auburn Sq Apartments	97	0			Y	100	0	100	1.03
	TOTALS	192	3				148	119	267	1.37

These values contrast with the number of spaces being provided by the three new developments recently completed or planned. While residents at Primary Place will have the benefit of three spaces dedicated to each unit due to each having two tandem-parked garage spaces in addition to one space outside each garage, the Webster and Brunswick will be lacking on-site parking. These three new developments are only providing 0.61 spaces per dwelling unit.

When these new developments are combined with the developments evaluated in **Table 2** above, the average parking generation rate is just 1.08 spaces per dwelling unit. (Refer to **Table 3 on page 10**). This may be insufficient depending on the number of multi-bedroom units in the developments. It is expected however, that spaces needed for residents living in the Webster and Brunswick will be accommodated in the planned expansion of the Primary Street parking garage.

A unique condition with residential parking spaces is that these parking stalls typically cannot be made available to anyone but the residents nor can spaces at one residential development be shared with residents from another development. Residents generally want to be assured that when they need their parking space(s) that they will be available for them regardless of time of day.

Table 3 – Combined Residential Spaces Provided

Block	Development Name Residential Units (Summer 2023)	Residential Units			Spaces			Spaces / Unit
		Fall 2023	New Resid'tl	Total Resid'tl Units	Garage	Lot	Total	
		195		195	148	119	267	1.37
6	The Brunswick (Fall 2023)	18		18	0	0	0	0.00
6	The Webster (Summer 2026)		88	88	0	21	21	0.24
7	Primary Place (Fall 2023)	18		18	36	18	54	3.00
	Three New Developments	36	88	124	36	39	75	0.61
	Occupied Residential Units	231	88	319	184	158	342	1.08

Land Use Data

Downtown Auburn Hills has approximately 128,000 sf of building space, not including residential space, with nearly 102,000 sf occupied. This includes approximately 33,000 sf of office space, 12,000 sf of medical office space, 35,000 sf of retail and personal service space, 20,000 sf of restaurant space and 26,000 of space determined to be vacant. At the time of the field data collection, there were 194 residential units within the seven-block study area. In addition, Riverside Park, a 320-seat amphitheater, accommodates musical and other performances. These buildings and facilities all contribute to the demand for parking within the downtown.

Table 4 – Land Use Summary – August 2023

Block	2023 Summer Square Footage Values											Total Occupied SF	Total Vacant SF	Total Block SF	
	OFFICE	VACANT OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	VACANT RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT				
Daytime							RDU's		Seats						
1	0	0	0	0	2,128	2,146	28	0	320	0	3,276	4,274	3,276	7,550	
2	3,191	0	0	0	3,225	0	46	2	0	0	0	6,416	0	6,416	
3	2,795	0	0	8,275	4,654	6,233	15	0	0	0	11,109	21,957	11,109	33,066	
4	2,886	0	0	5,450	3,881	0	0	0	0	0	0	12,217	0	12,217	
5	11,700	0	9,414	650	0	0	0	0	0	0	9,009	21,764	9,009	30,773	
6	12,191	400	2,097	1,260	0	11,669	102	1	0	1,976	400	29,193	400	29,593	
7	0	0	0	890	4,949	0	0	0	0	0	2,670	5,839	2,670	8,509	
Total	32,763	400	11,511	16,525	18,837	20,048	191	3	320	1,976	26,464	101,660	26,464	128,124	

The parking assessment methodology employed by Rich uses a shared-use analysis. This concept recognizes that different groups tend to peak at different times of the day and therefore, potentially

parking spaces used by one group may be available to patrons of another group with a different peak time. The amount of parking needed by each of the various land use categories is determined by applying **parking generation rates** which are typically the number of spaces needed per 1,000 sf or per residential unit. In its simplest form, the number of spaces can be quantified through the application of the municipalities zoning ordinance applied to the square footage or residential unit values although, in Rich’s experience, these values tend to overstate the amount of parking required because they often do not consider shared use.

However, parking is not required to be provided in downtown Auburn Hills.

Off-Street Parking Requirements: *Off-street parking shall not be required.* If off-street parking is voluntarily provided, it shall meet the applicable requirements of Sections 1804 and 1805. Off-street parking shall be located in the rear of the building.

Parking Utilization Study

A key component of Rich & Associates’ study methodology is the review of how the parking is actually being used within a defined downtown study area. Accomplished via the parking utilization study, this analysis periodically records the number of on-street and off-street spaces occupied throughout one or more survey days. This provides not only a critical demonstration of how and when parking is being used but, more importantly, can help provide the parking generation rates when the occupied square footage or number of residential units is compared to the observed parking patterns.

In the case of Auburn Hills, the counts were conducted over three days (Wednesday August 9, 2023, Friday August 11th and Saturday August 12th). The counts were conducted every two hours between 11:00 am and 11:00 pm on each of the three dates.

As part of the parking utilization study, not all spaces were physically inventoried. The analysis included 997± of the 1,045± available spaces within the study area. The 48± spaces that were not included were spaces in the private garages beneath the Riverside Townes, Riverwalk Apartments and the Astoria Park Condominiums. The surface lots adjacent these facilities were included but, in Rich’s opinion, it would be inaccurate to base the occupancy of parking related to these apartments based on the parking in

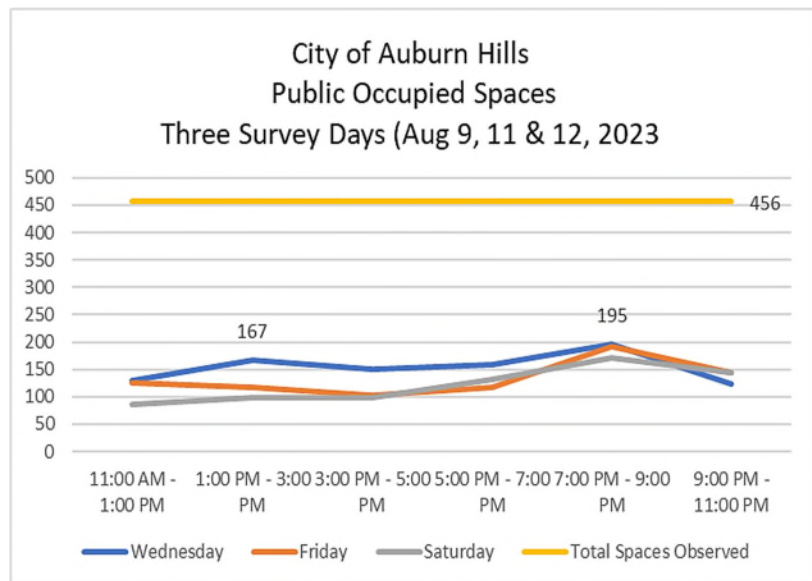


Figure 3 - Public Space Occupancy

the visible surface spaces. **Map 2 on page 13** shows the spaces that were included as part of the utilization analysis.

In evaluating the public / private occupancy, Rich made some assumptions in allocating the occupancy of the spaces in the existing parking garage to public or private. The placement of the signs designating reserved spaces are placed on the wall at the front of the stall. It was not possible for the surveyors to easily see this sign. Rich therefore prorated the garage occupancy to public versus private in the same proportion that the total spaces were allocated. With this adjustment the total 456± public spaces occupancy could be shown. The analysis then demonstrated that at peak time, 195 (43%) of the public spaces were occupied. For the visible private spaces, just 34 percent were occupied at peak time.

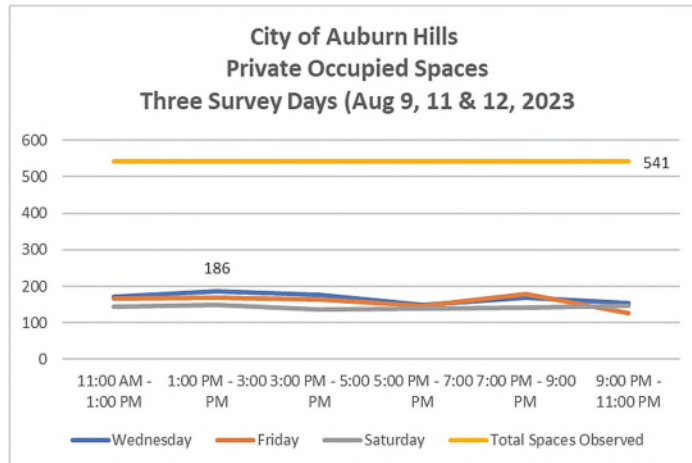


Figure 4 - Private Space Occupancy

On-Street Parking

As previously noted, Rich uses the utilization study to demonstrate how the parking is currently being used and thus applies this information in determining how future needs may be accommodated. In many downtowns, the on-street spaces are often heavily used because they offer not only convenience to specific destinations, but as public spaces, allow a patron to visit more than one destination without the need to move their vehicle. When a patron parks in a private lot, they are generally expected to move their vehicle

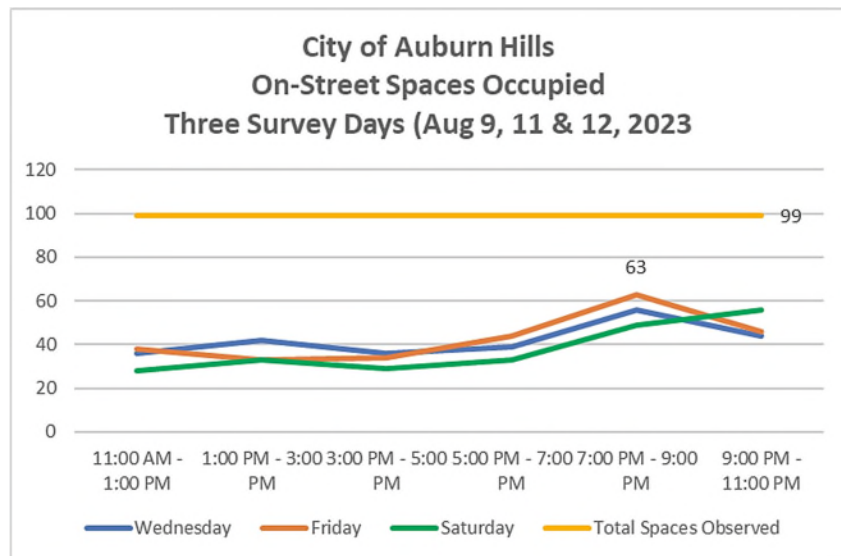
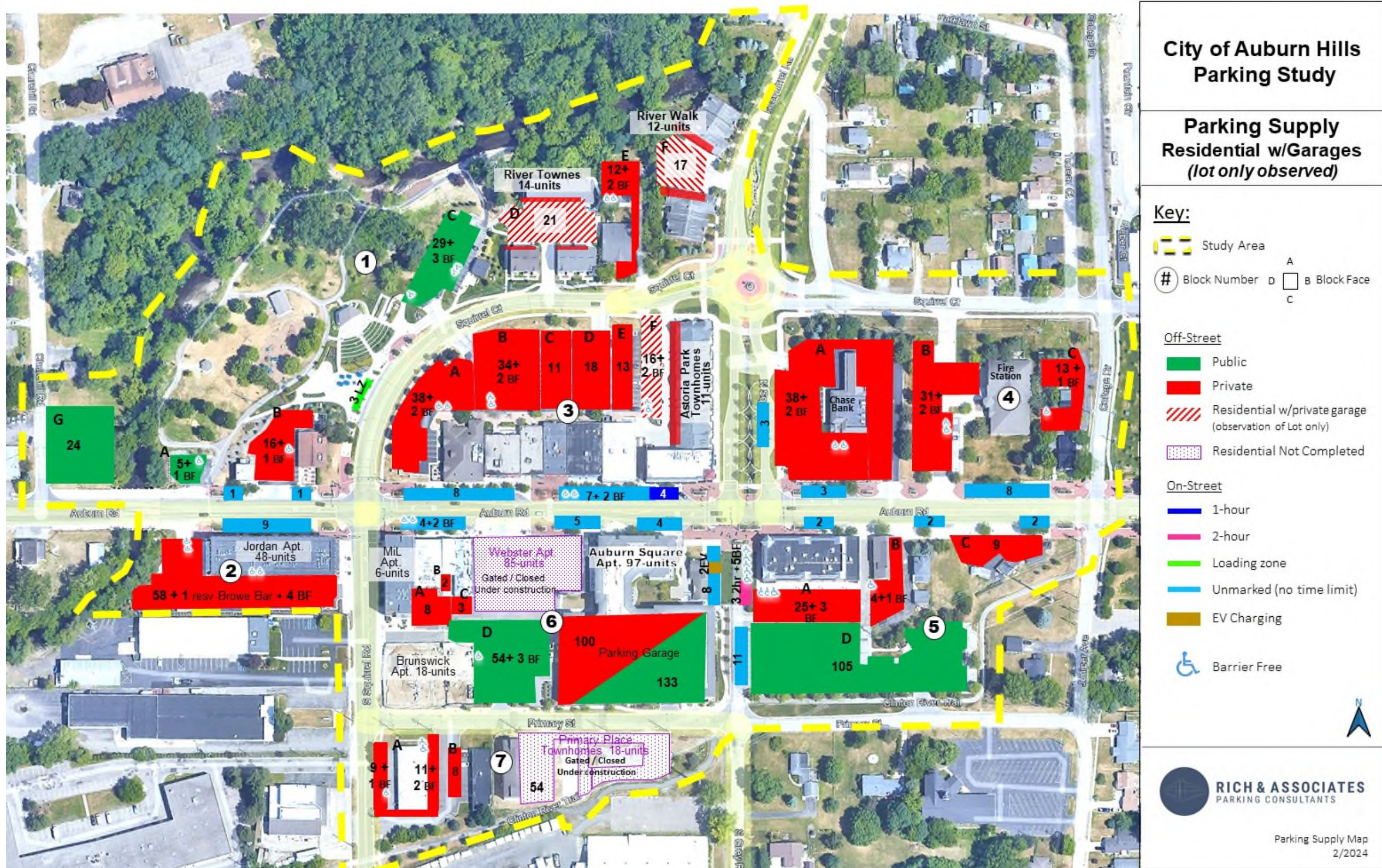


Figure 5 - On-street Parking Occupancy

if they intend to visit a destination not associated with the parking. The data shows that at peak time (Friday 7:00 pm – 9:00 pm), 63 of 99 or (64%) of the on-street spaces were occupied.

Map 2 - Observed Parking Spaces Parking Utilization Study



Public Off-Street Parking

The number of spaces occupied in the public designated spaces shown in **Map 2** on the preceding page were all evaluated. This data showed that at the highest value obtained just 98 of 224 or (44%) of the public off-street supply was occupied.

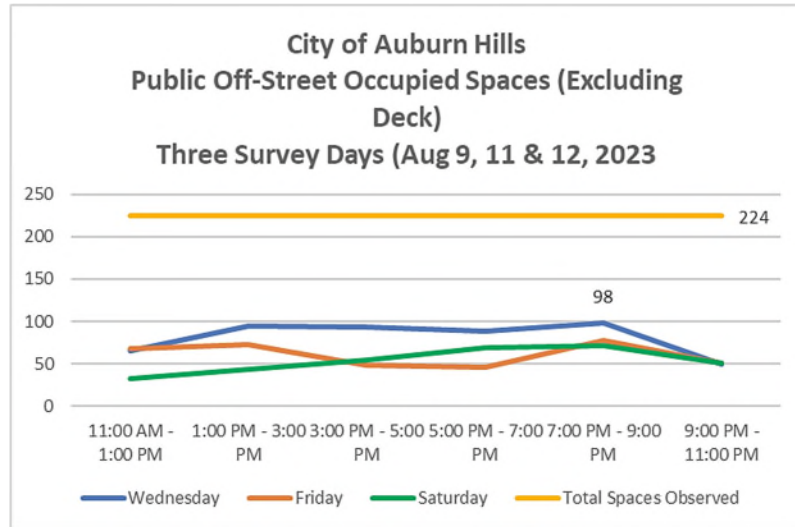


Figure 6 - Public Off-Street Occupancy by Time of Day

Handicap Parking Occupancy

Within the downtown there are also 16 designated barrier-free (handicap accessible) spaces in public facilities and on-street. It is important to review the occupancy of these spaces to determine if, at a high utilization rate, additional spaces should be provided. Rich therefore generally analyzes the occupancy of handicap spaces separately. **Figure 7** shows that of the 16 designated spaces at peak time, 8 spaces were occupied during the 7:00 pm to 9:00 pm period on the Friday observation date. On the Wednesday survey date at this same time, 6 spaces were occupied.

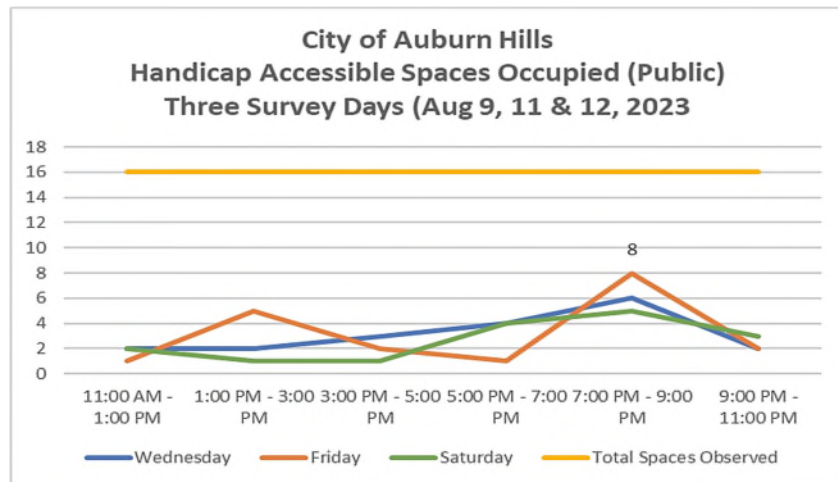


Figure 7 – Handicap Occupied Spaces (Public)

Parking Deck Occupancy

Rich also evaluated the occupancy by time of day in the existing 233-space parking garage. This analysis showed that, at peak time, just 91 spaces were found occupied coinciding with the 9:00 pm to 11:00 pm time period on the Wednesday survey date. At this same time on the Friday survey date, the number of occupied spaces was 85 and down to 77 during the Saturday observations.

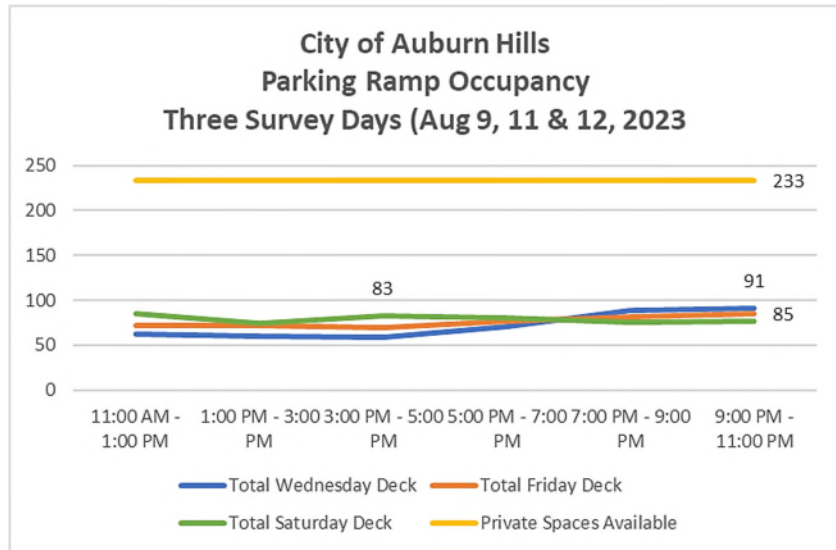


Figure 8 - Parking Ramp Occupancy

Residential Parking Occupancy

As mentioned previously, Rich uses the number of parking spaces occupied in order to calibrate the parking demand model. This data is used to help calculate the number of parking spaces needed by time of day per 1,000 square feet of land use. However, in the case of residential uses, the calculation is per dwelling unit. Because 48 of the designated residential spaces were in enclosed garages that Rich could not evaluate, Rich used a different method to extrapolate the residential occupancy.

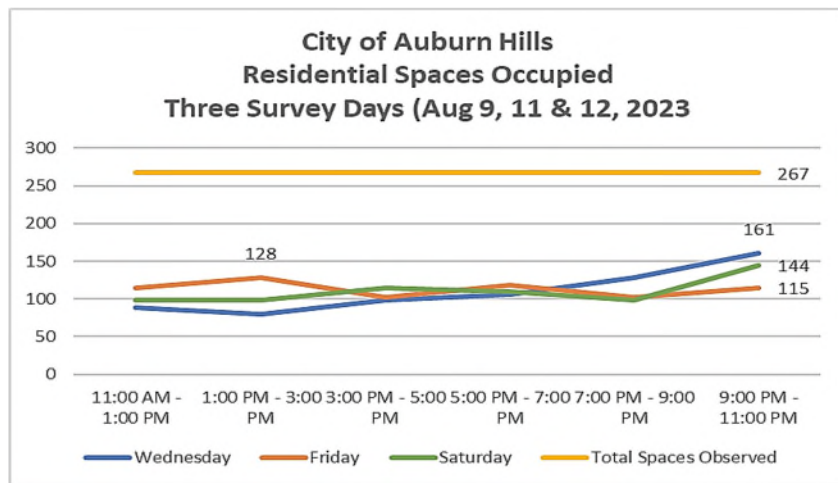


Figure 9 - Residential Parking Occupancy

The Jordan is the only downtown residential development operating at the time where all 63-spaces available to the residents could be observed. The surface lot spaces at Riverwalk Apartments (17), Riverside Town (Moceri Condos – 21 spaces) and Astoria Park Condos totaled 56 spaces. Adding the 48 spaces in the enclosed garages for these developments’ totals 104 spaces for the condos. Applying the occupancy as observed for the Jordan to these 104 residential spaces plus the 100 reserved spaces in the existing parking garage provided the expected number of occupied spaces. These values could then be added to the observations of the other public and private parking to derive the occupancy within the

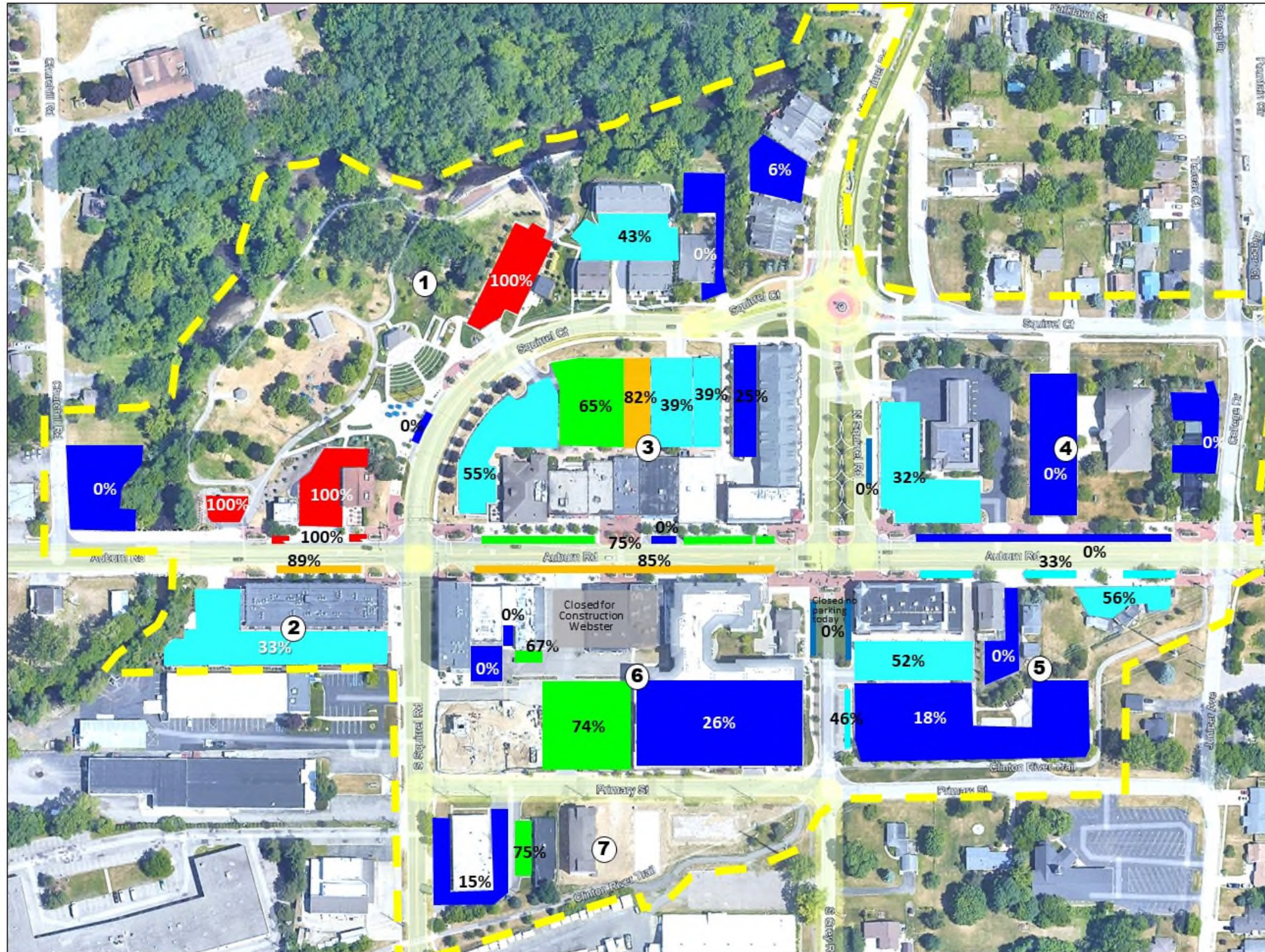
downtown by time of day. This analysis and **Figure 9** shows that at peak time (at the time of the field observations) 161 residential spaces would be expected to be observed as occupied.

An important point to be made is that although more than 100 spaces are shown as unoccupied, it would not be proper to assume that residents would generally be able to use surplus residential spaces at another development. Those are generally reserved just for residents and guest whether used or not.

Observed Parking Occupancy by Time of Day by Location

Rich has prepared a series of maps showing the number of spaces observed occupied in each of the various on and off-street parking areas. **Map 3** on the following page shows what this may look like reflecting the 1:00 pm to 3:00 pm period on the Wednesday survey date which was found to be the highest occupancy observed. Maps showing all the time periods for the three survey dates are included in the **appendix** of this report.

Map 3 – Turnover/Occupancy Wednesday 1:00-3:00 August 9, 2023



**City of Auburn Hills
Parking Study**

**Turnover/Occupancy
1:00 PM – 3:00 PM
Wednesday, August 9, 2023**

Key:

- Study Area
- 0% - 30%
- 31% - 60%
- 61% - 80%
- 81% - 90%
- 91% - 100%

Block # / Face

**RICH & ASSOCIATES
PARKING CONSULTANTS**

Parking Demand Model

Although the maps, tables and graphs show the extent of parking utilization in downtown Auburn Hills, they do not show what groups are experiencing parking shortages. Rich uses a parking demand model which applies **parking generation rates** to each land use. The calculated demand is initially compared to the observed parking occupancy in order to validate that the values are reasonably representing the parking needs. As noted, the utilization study in addition to showing how and where the parking is being used, is used to show the parking needs by time of day.

Figure 10 shows the results of the observations. Because the counts were conducted every two hours, Rich extrapolates the values in-between as the mid-point between two adjacent observations. The graph shows the values that the calculated demand should approximate.

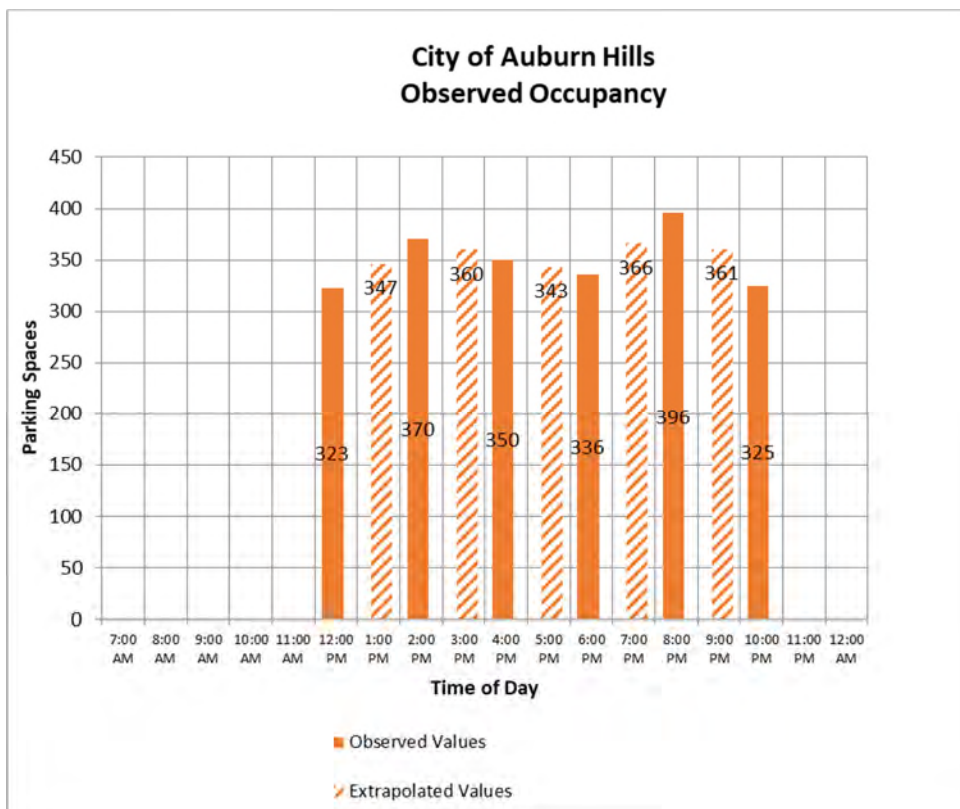


Figure 10 – Observed Parking Occupancy

Using the land use data as was shown by **Table 4**, Rich applied the parking demand values to the land-use values as determined by the model. Rich’s model uses a “*shared-use analysis*” which allows for the fact that different groups have different peaks at different times of the day.

Therefore, the spaces needed by one group may be available if the first group has not yet reached their peak needs or their peak period has passed. The model is based on ULI’s (Urban Land Institute) *Shared*

Use Manual – Third Edition. **Figure 11** on the following page, shows how the calculated parking needs at the time of the field data collection correspond to the observed values.

Table 5 shows the number of parking spaces needed by time of day and land use during the observed daytime peak (1:00 pm – 3:00 pm or 2:00 pm). The 32,763-sf allocated to occupied office uses at this time using the calculated parking generation rate of 1.53 shows that 50 spaces would be needed. The total non-residential demand is 288± spaces plus 90 spaces for the residential needs at this time of day.

The combined total calculated need is 376 spaces (378 rounding difference in calculations), which is close to the “observed” needs of 370 spaces.

Table 5 – Existing Surplus / Deficit by Block (August 2023) – Daytime

Block	2023 Summer Demand (August)														Gross Surplus / (Deficit)	Res'dl Surplus / (Deficit)	Net Surplus / (Deficit)
	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply				
Daytime	1.53	2.17	2.48	2.44	5.34	per R.D.U.	Per Seat	0.47	0.03	4.55							
1	0	0	0	5	11	13	10	0	26	67	31	98	64	136	51	67	
2	5	0	0	8	0	22	0	0	13	9	0	9	63	59	41	(4)	
3	4	0	21	11	33	7	0	0	69	21	118	139	40	110	33	21	
4	4	0	14	9	0	0	0	0	27	14	87	101	0	74	0	14	
5	18	20	2	0	0	0	0	0	40	130	14	144	28	132	28	104	
6	19	5	3	0	62	48	0	9	98	215	13	228	100	230	52	130	
7	0	0	2	12	0	0	0	0	14	0	31	31	0	17	0	0	
Total	50	25	41	46	107	90	10	9	288	456	294	750	295	757	205	333	

As **Figure 11** on **page 20** shows, the observed and calculated peak period coincided with the 7:00 pm to 9:00 pm period (8:00 pm) when 396± spaces observed occupied. Adding the non-residential (251±) spaces calculated for this period to the 149± spaces expected to be occupied in the residential locations show a total of 399 calculated spaces which is very close to the observed values. As **Figure 11** shows, similar correlation was shown for the other hours throughout the day. This suggests that the parking generation rates determined by the model can reasonably demonstrate the parking needs when applied to the different square footage amounts by land use. The parking generation rates for each category generally reflect the number parking spaces needed at that time of day per 1,000 square feet. For example, on Block 3, there is 8,275 sf of retail space. Applying $1.27 \times 8,275 = 11$ spaces needed at 8:00 pm.

Table 6– Existing Surplus / Deficit by Block (August 2023) - Evening

Block	2023 Summer Demand (August)														Gross Surplus / (Deficit)	Res'dl Surplus / (Deficit)	Net Surplus / (Deficit)
	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply				
Evening			1.27	1.8	5.04	per R.D.U.	Per Seat	0.78	0.27	4.55							
1	0	0	0	4	11	22	86	0	101	67	31	98	64	61	42	(3)	
2	0	0	0	6	0	36	0	0	6	9	0	9	63	66	27	3	
3	0	0	11	8	31	12	0	0	50	21	118	139	40	129	28	21	
4	0	0	7	7	0	0	0	0	14	14	87	101	0	87	0	14	
5	0	0	1	0	0	0	0	0	1	130	14	144	28	171	28	130	
6	0	0	2	0	59	80	0	9	69	215	13	228	100	259	20	159	
7	0	0	1	9	0	0	0	0	10	0	31	31	0	21	0	0	
Total	0	0	21	34	101	149	86	9	251	456	294	750	295	794	146	324	

With the parking demand appearing to be reasonably portrayed, the next step in the process is to compare the demand for parking on each block to the available supply on each block. As noted in **Tables 5 and 6** above several surplus / deficit values are shown for each block. The first surplus / deficit value shown is the “gross surplus / deficit”. This is simply the comparison of total parking demand against total parking supply. Although this is shown, in Rich’s opinion, this value is erroneous because it assumes that surplus private spaces would be available to patrons from another entity that may have a shortfall.

The more appropriate value, in Rich’s opinion, is the “Net Surplus / Deficit”. This compares the parking demand against the private supply on a block first and if there are surplus spaces these extra parking spaces are eliminated from the calculation. However, if the private spaces don’t exceed the demand, then the total supply (public & private, non-residential) are compared to the demand. As **Table 6** shows, Block 1 would be in deficit due in part to the calculated demand from attendance at an event in Riverside Park. As **Table 5** shows, given the current conditions during the daytime hours (at the time of the occupancy counts) one of the blocks would be in a deficit condition.

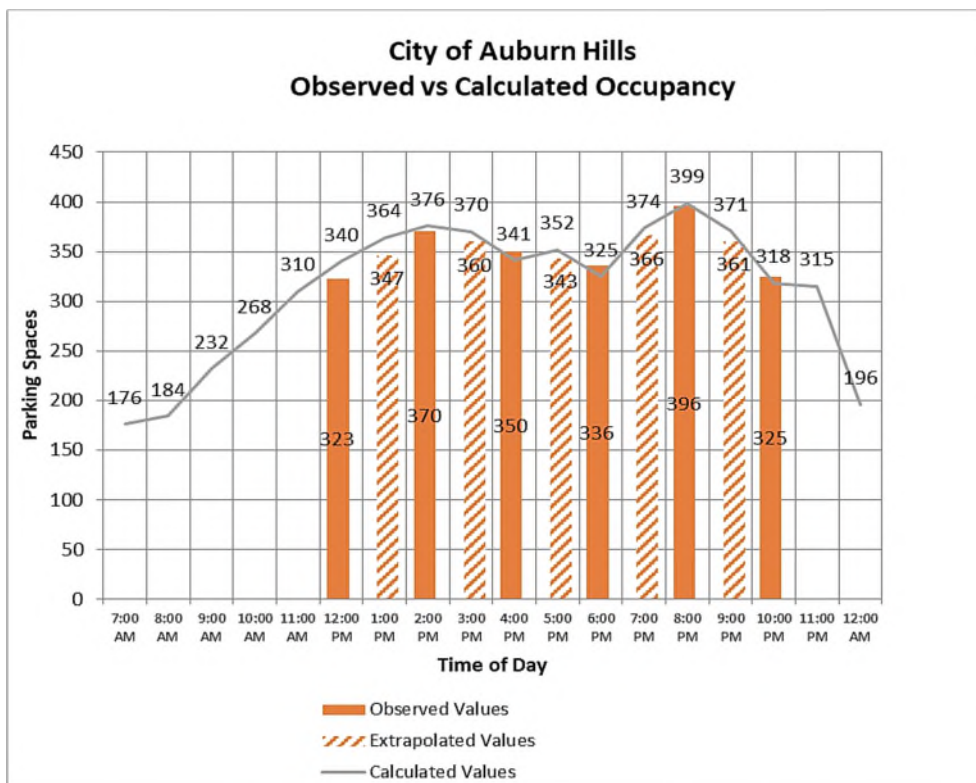


Figure 11 – Observed vs. Calculated Parking

The parking surplus / deficit conditions are illustrated **Maps 4 and 5** on the following pages.

Map 4 – Current Surplus/Deficit - Day



**City of Auburn Hills
Parking Study**

**Surplus/Deficit
Current (2023)
Daytime**

Key:

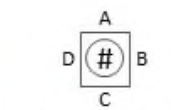
Study Area

Net Surplus of Parking

- +100
- 0 thru 99

Net Deficit of Parking

- 99 thru -1
- 100+

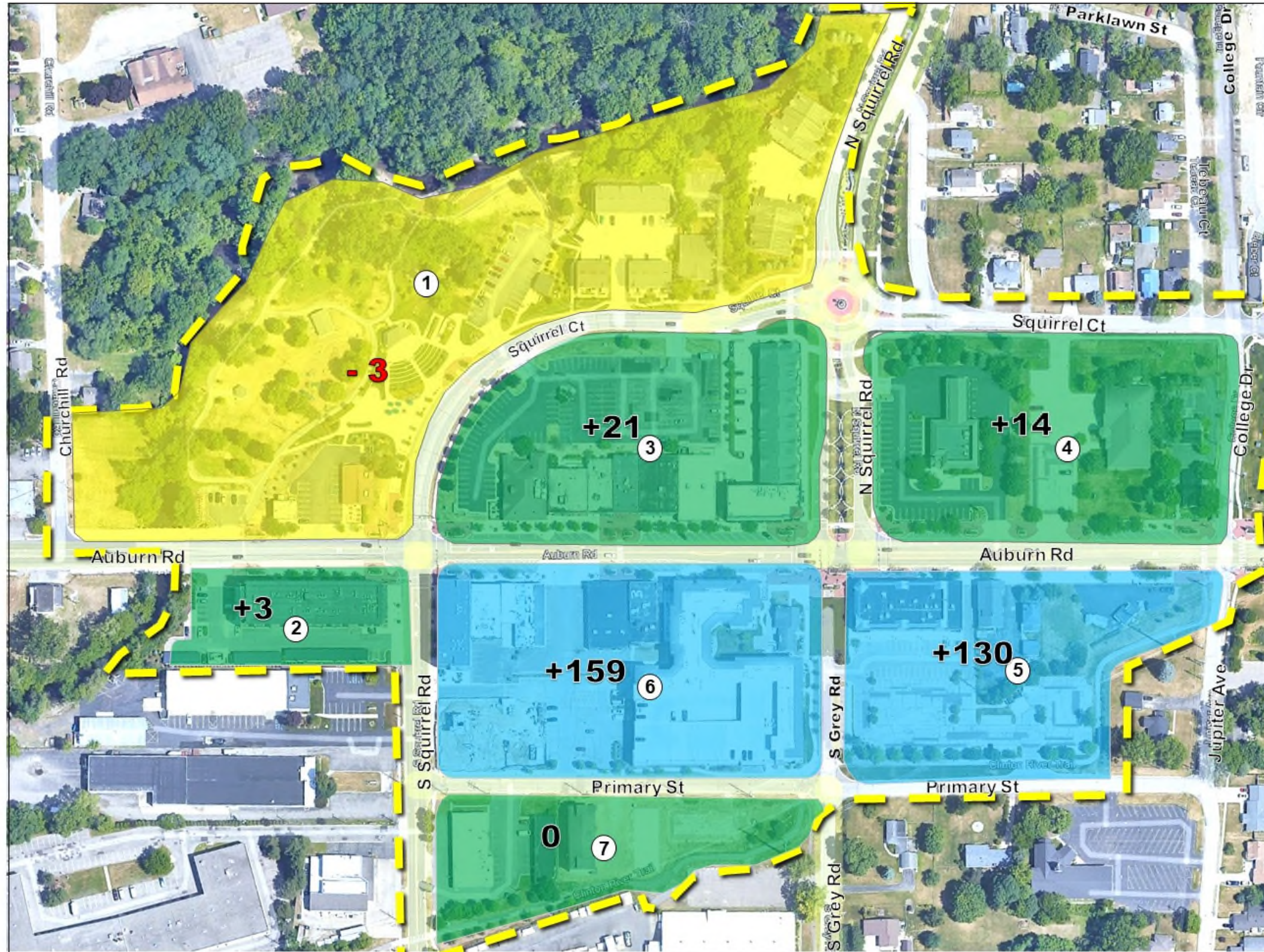


Block # / Face



2/2024

Map 5 Current Surplus / Deficit – Evening

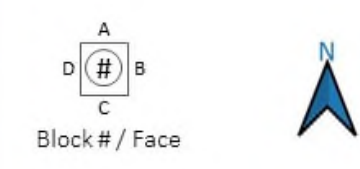


**City of Auburn Hills
Parking Study**

**Surplus/Deficit
Current (2023)
Nighttime**

Key:

- Study Area
- Net Surplus of Parking**
 - +100
 - 0 thru 99
- Net Deficit of Parking**
 - 99 thru -1
 - 100+



2/2024

Future Parking Projections

At the time that the fieldwork in downtown Auburn Hills was in process, there was a significant amount of development in progress. The data collection during the summer of 2023 combined with the fact that several projects were not expected to be operational until fall 2023, meant that the demand from these in-progress properties would not be included as part of the observed parking demand analysis completed in August. The observation of downtown parking is designed with two purposes. One, to see how the parking is actually being used in terms of locations parked and lengths of stay. The second purpose is to calibrate the parking demand model to be created. As such, it is important that the observed values be compared just to the businesses in operation at that time. Therefore, Rich reflected the “current” demand to the conditions as they existed in August 2023. During early fall 2023, construction of the Webster began. This project was expected to be completed no later than August 2025. Much of the activity, and potential parking deficits, centers around block 6 which is bounded by Auburn Road, Primary Street, South Squirrel Road and South Grey Road. This block is also where the existing and planned garage expansion is located.

1-Year Projections (2024)

Projects that would be in operation in Fall 2023 included The Brunswick, Primary Place and elements of “The Mil”. Since it would not be expected that these projects would be fully occupied during fall season of 2023, Rich elected to provide a forecast 1 year (summer 2024) in the future in order to allow this to occur.

2-Year Projections (2025)

By late summer/early fall 2025 (2-year forecast), data provided by the city showed that the Webster would be complete. However, the Webster is only providing 21 spaces beneath the building that Rich anticipates would be intended for use by the 1st floor commercial space although they could be used by residents. At this same time, it was reported that the anticipated garage expansion, which would need to provide for most of the Webster’s residents, is not anticipated to begin construction until spring 2026. Assuming a 10-month construction period, such a schedule means that the garage would not be completed until late 2026/early 2027 to accommodate the Webster’s residents.

Additionally, the city anticipates eliminating some surface spaces east of The DEN (on south Grey Road) and down towards Primary Street (29 total spaces) to make a public gathering space downtown. Expected to start construction in 2024, Rich anticipates that this would be completed by the time of the 2025 demand projections (late summer/early fall 2025).

3-Year Projections (2026)

At the time of this report (fall 2023), The Webster is in very early stages of construction with the completion date noted above. By late summer/early fall 2026, it would be anticipated that the Webster would be 100 percent occupied (or very close to this). However, as noted, the garage would still be under construction and thus not able to accommodate residents of the Webster. The 2026 projections

therefore show the parking demand with 100 percent occupancy of the Webster, but insufficient parking supply for residents.

4-Year Projections (2027)

Given the anticipated schedule for completion of the Webster and the planned parking garage expansion (late 2026/early 2027), Rich is showing the parking demand versus supply for fall 2027. At this time, a portion of the 172± net added spaces from the parking garage expansion can be allocated for use by Webster residents and other unaccommodated residents from developments on block 6.

5-Year Projections (2028)

Rich has also prepared a projection reflecting anticipated conditions five years in the future. At the time of the fieldwork, approximately 26,000 sf of space was unoccupied. Some of this was projected to be occupied by Fall of 2023 and therefore is shown as occupied by the time of the 1-year projections (Fall 2024). By the time of the five-year forecast, approximately 75 percent of the 26,000 vacant square feet is being assumed as occupied. Additionally, the five-year forecast provides for the proposed redevelopment resulting from several single-story buildings between 3306 and 3320 Auburn Road into a four-story mixed-used development of retail and residential space.

One-Year Forecast (2024)

One-Year Square Footage Change

Projecting the parking demand one year in the future would allow for full occupancy of “The Brunswick”, Primary Place and The Mil. **Table 7** below, compared to the square footage shown for the existing conditions at the time of the fieldwork demonstrated by **Table 4**, shows that nearly 12,000 sf has been added to the office uses, 8,200 sf for additional restaurant use and 39 new residential units. These 39 residential units include 3 units that were shown as vacant at the time of the current assessment plus 18 units each in the Brunswick and Primary Place developments.

Table 7 – One-Year Building Occupancy

Block	2024 SUMMER Square Footage Values											Total Occupied SF	Total Vacant SF	Total Block SF
	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	VACANT RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT				
Daytime						RDU'S		Seats						
1	0	0	0	2,128	2,146	28	0	320	0	0	3,276	4,274	3,276	7,550
2	3,191	0	0	3,225	0	48	0	0	0	0	6,464	0	6,464	
3	2,795	0	8,275	4,654	6,233	15	0	0	0	11,109	21,972	11,109	33,081	
4	2,886	0	5,450	3,881	0	0	0	0	0	0	12,217	0	12,217	
5	11,700	9,414	650	0	2,009	0	0	0	0	7,000	23,773	7,000	30,773	
6	24,087	2,097	1,260	0	17,894	121	0	0	1,976	0	47,435	0	47,435	
7	0	0	890	4,949	0	18	0	0	0	2,670	5,857	2,670	8,527	
Total	44,659	11,511	16,525	18,837	28,282	230		320	1,976	24,055	121,992	24,055	146,047	

One-Year Daytime Demand

As the current demand showed, only one block had a minimum calculated deficit. All other blocks had net surpluses. However as noted above, additional office space and residential buildings are coming on line during the Fall 2023 season. Therefore, Rich feels it is appropriate to project the demand with these additional needs. In order to allow time for the buildings (Primary Place and the Brunswick) to reach full occupancy, Rich is projecting the needs for Summer 2024.

In projecting the needs as will be shown for this future one-year period, Rich generally applied the parking generation rates as determined for the existing condition. However, the significant residential component and potential impact on downtown parking needs necessitated a slightly different approach. This is because spaces assigned or designated for residential needs because they are often in enclosed facilities or designated just for residents and their guest cannot be used by any other groups. Therefore, the parking generation rate that Rich is applying is 1.08 spaces per dwelling unit as was calculated in **Table 3**. This is the number of spaces (on average) being provided in downtown Auburn Hills for residential units.

Rich therefore uses the net surplus / deficit values which do not include residential demand or supply and calculates the residential surplus / deficit separately because of the reasons noted above that residential supply is not shared.

Table 8 – One-Year Surplus / Deficit Summary Daytime

2024 SUMMER Demand (Daytime) - BRUNSWICK, THE MIL & PRIMARY PLACE ALL OPEN & OCCUPIED																			
Block	OFFICE	VACANT OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	VACANT RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
Daytime							per R. D.U.			per Unit	0%								
	1.53	0.00	2.17	2.48	2.44	5.34	1.08	0.00	0.03	4.55	2.70								
1	0		0	0	5	11	30	0	10	0	0	26	67	31	98	64	136	34	67
2	5		0	0	8	0	52	0	0	0	0	13	9	0	9	63	59	11	(4)
3	4		0	21	11	33	16	0	0	0	0	69	21	118	139	40	110	24	21
4	4		0	14	9	0	0	0	0	0	0	27	14	87	101	0	74	0	14
5	18		20	2	0	11	0	0	0	0	0	51	130	14	144	28	121	28	93
6	37		5	3	0	96	131	0	0	9	0	149	148	13	161	100	112	(31)	12
7	0		0	2	12	0	19	0	0	0	0	14	0	31	31	54	71	35	0
Total	68	0	25	41	46	151	248	0	10	9	0	350	389	294	683	349	682		204

As **Table 8** demonstrates, six of the seven blocks using the net surplus / deficit figures would still have surplus or have parking supply be equal to their needs. Block 6 (encompassing the 18 units in the Brunswick plus the six residential units in the Mil) in addition to the 97 units at Auburn Square Apartments has a calculated 31-space residential deficit. This is because the 121 total units have a calculated need of 131-spaces compared to the 100 spaces shown as the supply which are the designated reserve spaces in the existing parking garage.

The deficit could be partially addressed because of the way the calculations are performed. The non-residential demand on block 6 is allocated first to the private non-residential supply on block 6. This results in a calculated 136-space deficit (13 private spaces – 149 spaces demanded = -136 “private” deficit). This 136-space deficit is offset by the 148 public spaces leaving the 12 space “net” surplus. Since the public supply includes spaces in the existing garage which are not currently dedicated to residential parking, the spaces could be allocated to the additional residential demand leaving just a 19-space residential deficit and 0 surplus on the parking supply.

This data is shown by **Maps 6 and 7** on the following two pages.

Map 6 – Net Surplus/Deficit Projected Daytime (One-Year)



**City of Auburn Hills
Parking Study**

**Net
Surplus/Deficit
Projected 1-Year
Summer Demand
w/ Proposed New Developments
Daytime**

Key:

Study Area

Net Surplus of Public Parking

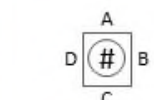
+100

0 thru 99

Net Deficit of Public Parking

-99 thru -1

-100+



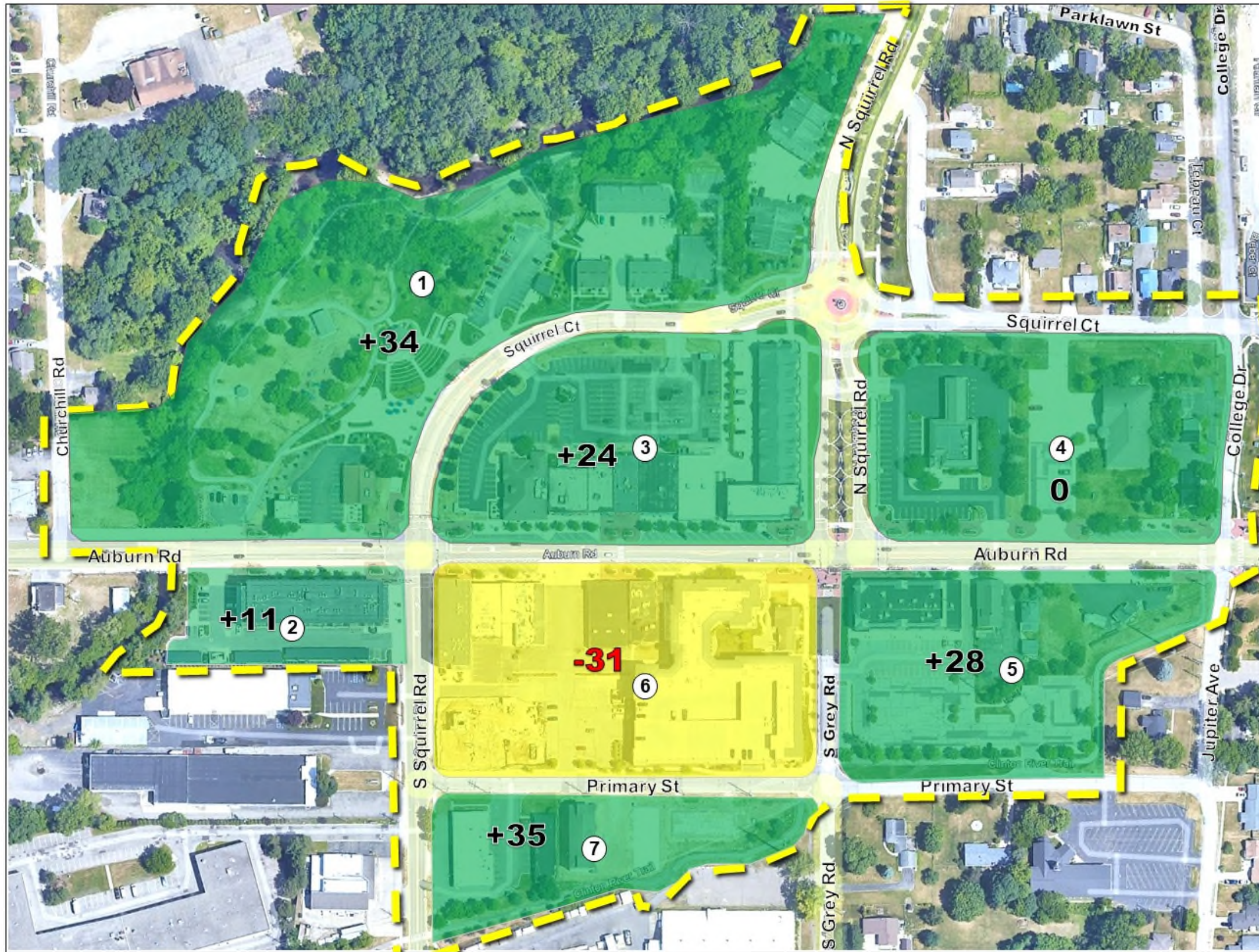
Block # / Face



RICH & ASSOCIATES
PARKING CONSULTANTS

2/2024

Map 7 - Residential Surplus / Deficit Map Daytime (One-Year)



**City of Auburn Hills
Parking Study**

**Residential Parking
Surplus/Deficit
Projected 1-Year
Summer Demand
w/ Proposed New Developments
Daytime**

Key:

- Study Area

Net Surplus of Public Parking

- +100
- 0 thru 99

Net Deficit of Public Parking

- 99 thru -1
- 100+

Block # / Face

**RICH & ASSOCIATES
PARKING CONSULTANTS**

October 23, 2023

One-year Evening Demand

Table 9 shows the calculated parking demand during the evening hours reflecting the future one-year condition. As with the daytime example, because the number of spaces per dwelling unit does not change, Block 6 again has a 31-space residential deficit. Due to the patrons expected to be attending an event at Riverside Park, Block 1 has a calculated three-space shortfall as well. However overall, most blocks are in acceptable surpluses.

Table 9 – One-Year Evening Demand vs. Supply

2024 SUMMER Demand (Evening) - BRUNSWICK, THE MIL & PRIMARY PLACE ALL OPEN & OCCUPIED																			
Block	OFFICE	VACANT OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	VACANT RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
							per R.D.U.			per Unit	0%								
1	0	0.00	0	1.27	1.7	5.04	1.08	0.00	0.27	4.05	1.56	101	67	31	98	64	61	34	(3)
2	0	0	0	0	5	0	52	0	0	0	0	5	9	0	9	63	67	11	4
3	0	0	0	11	8	31	16	0	0	0	0	50	21	118	139	40	129	24	21
4	0	0	0	7	7	0	0	0	0	0	0	14	14	87	101	0	87	0	14
5	0	0	0	1	0	10	0	0	0	0	0	11	130	14	144	28	161	28	130
6	0	0	0	2	0	90	131	0	0	8	0	100	148	13	161	100	161	(31)	61
7	0	0	0	1	8	0	19	0	0	0	0	10	0	31	31	54	75	35	0
Total	0	0	0	21	32	143	248	0	86	8	0	290	389	294	683	349	742		227

This data is also shown by **Maps 8 and 9** on the following two pages.

Map 8 – Net Surplus / Deficit Evening (One-Year)



Map 9 – Residential Surplus / Deficit Evening (One-Year)



Detailed Parking Demand Forecast

The provided schedule for the completion of the Webster, garage expansion and other developments leads to questions regarding the potential impact on downtown parking needs due to the lag between the Webster development and the planned parking garage expansion.

Two-Year Forecast (2025)

At the time of the report (fall 2023), the 88-unit Webster mixed-use development with ground floor commercial space was beginning construction. This project was anticipated to be completed no later than August 2025. However, the 88 residential units and 7,500± sf of ground floor commercial space are only supplied with 21 spaces beneath the building. With the garage expansion not anticipated to begin construction until the spring of 2026 with completion in late 2026/early 2027, there is the question of the impact on downtown parking demand during this period. **Table 10** below reflects the land use that would be in operation. The difference between this and the 2024 forecast are the 88 residential units in the Webster on block 6 and the nearly 7,500 square feet of anticipated restaurant space associated with this building.

Table 10 - Two-Year (2025) Land Use Summary

Block	2025 SUMMER Square Footage Values									Total Occupied SF	Total Vacant SF	Total Block SF
	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL RDU'S	MUSIC VENUE Seats	COMMUNITY	VACANT			
1	0	0	0	2,128	2,146	28	320	0	3,276	4,274	3,276	7,550
2	3,191	0	0	3,225	0	48	0	0	0	6,464	0	6,464
3	2,795	0	8,275	4,654	6,233	15	0	0	11,109	21,972	11,109	33,081
4	2,886	0	5,450	3,881	0	0	0	0	0	12,217	0	12,217
5	11,700	9,414	650	0	2,009	0	0	0	7,000	23,773	7,000	30,773
6	24,087	2,097	1,260	0	25,370	209	0	1,976	0	54,999	0	54,999
7	0	0	890	4,949	0	18	0	0	2,670	5,857	2,670	8,527
Total	44,659	11,511	16,525	18,837	35,758	318	320	1,976	24,055	129,556	24,055	153,611

Also in 2024, the city is planning to develop a permanent public square on South Squirrel Road east of “The Den”. This will eliminate approximately 19 public spaces from the downtown supply from block 5, (block to the east of The Den) and 10 public spaces from block 6 (existing garage block). The total supply on this block is partially offset by the 21 private spaces added as part of the Webster.



Two-Year (2025) Parking Demand – Daytime

By late summer/early fall of 2025, the Webster will be completed and housing residents. As **Table 11** below demonstrates, completion and full occupancy of the Webster and anticipated ground floor restaurant space in 2025 could mean a residential parking deficit of as many as 126 spaces on block 6. For the non-residential demand compared to the non-residential supply, the deficit would be 8 spaces short on the net space basis. The net basis simply removes surplus private spaces from the calculation. These calculations assume that the 21 spaces beneath The Webster are allocated for the ground floor commercial space patrons and staff. Alternatively allocating the 21 spaces beneath The Webster for residential parking could reduce the residential deficit to 105± spaces but would increase the net deficit for non-residential demand versus supply from the calculated 8 spaces shown, to 29± spaces.

Table 11 - Two-Year (2025) Daytime Surplus Deficit Calculation

2025 FALL Demand (Daytime) - BRUNSWICK, THE MIL PRIMARY PLACE & WEBSTER ALL OPEN & OCCUPIED																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
Daytime						per R.D.U.		per Unit	10%								
1	3.00	2.00	1.88	1.86	4.07	1.08	0.03	4.05	2.70	23	67	31	98	64	139	34	67
2	10	0	0	6	0	52	0	0	0	16	9	0	9	63	56	11	(7)
3	8	0	16	9	25	16	0	0	3	61	21	118	139	40	118	24	21
4	9	0	10	7	0	0	0	0	0	26	14	87	101	0	75	0	14
5	35	19	1	0	8	0	0	0	2	66	111	14	125	28	87	28	59
6	72	4	2	0	103	226	0	8	0	190	148	34	182	100	92	(126)	(8)
7	0	0	2	9	0	19	0	0	1	12	0	31	31	54	73	35	0
Total	134	23	31	35	146	343	10	8	7	393	370	315	685	349	641		146

Residential Demand

The current deficit for residential parking of 126 spaces shown above is a function that just 100 spaces are currently allocated for residential use in the existing garage. The 226-space demand is the combined need from the various residential properties on this block such as The MiL, Brunswick, Auburn Square and The Webster. The 100-space residential supply which is all in the existing garage reflects the fact that none of the new residential properties are providing parking on site to accommodate their residential needs. At the time being demonstrated by this chart (fall 2025), the 178-spaces in the garage expansion will not yet be completed.

However, the residential deficit value needs some explanation. As was shown in **Table 3**, Rich calculated the residential parking generation rate (1.08 spaces per dwelling unit) based on the number of parking spaces provided in various properties. While this is a reasonable number, residential needs typically tend to experience their highest need very early in the day or very late in the evening when most residents are home.

- As such, if the 1.08 value is accepted as sufficient to accommodate all residential needs at peak time (late evening hours), then during the daytime hours, the residential parking generation rate could in fact be lower since Table 11 above reflects the parking demand during the *daytime* peak (approximately 2:00 pm). This means that the demand could actually be less than the 226 spaces needed.
- Also, if the spaces in the garage are not reserved only for use by residents, then any available or vacant spaces could be used by patrons to one of the non-residential categories (which is showing a

calculated 8-space deficit on block 6). If permitted to use these available spaces since they are not reserved 100 percent of the time, this could likely eliminate that small deficit.

- Finally, given that the Webster would just have opened (August 2025), the Webster may not be at the full occupancy shown since it is possible that the demand reflecting later summer or early fall may only see a portion of residents having moved in. The calculated 126 space deficit being shown for the 2025 time period on block 6 for the residential category may actually be higher than the values that would actually be experienced at that time.

Table 12 below shows the possible residential deficit on block 6 with The Webster at less than full occupancy.

Table 12 - Block 6 Alternative Deficit Analysis at Varying Webster Occupancy Rates (Daytime)

Other Bldg Demand	Webster Occupancy Rate	Webster Demand	Total Residential Units	Residential Demand (1.08 / DU)	Designated Residential Supply	Surplus / (Deficit)
121	100%	88	209	226	100	(126)
121	90%	79	200	216	100	(116)
121	80%	70	191	206	100	(106)
121	70%	62	183	198	100	(98)
121	60%	53	174	188	100	(88)
121	50%	44	165	178	100	(78)
121	40%	35	156	168	100	(68)

Two-Year (2025) Parking Demand – Evening

Table 13 below shows that the residential deficit on block 6 would continue into the evening hours comparing the available residential supply to the calculated residential parking demand. Although the restaurant demand has increased in the evening hours, the fact that offices and medical offices have closed for the day shows that the 8-space daytime net deficit on block 6 has changed to a 44-space net surplus.

Table 13 - Two Year (2025) Evening Surplus Deficit Calculation

2025 SUMMER Demand (Evening) - BRUNSWICK, THE MIL PRIMARY PLACE and WEBSTER ALL OPEN & OCCUPIED																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
						per R.D.U.		per Unit	10%								
	0	0	1.27	1.7	5.04	1.08	0.27	4.05	1.56								
1	0	0	0	4	11	30	86	0	1	101	67	31	98	64	61	34	(3)
2	0	0	0	5	0	52	0	0	0	5	9	0	9	63	67	11	4
3	0	0	11	8	31	16	0	0	2	52	21	118	139	40	127	24	21
4	0	0	7	7	0	0	0	0	0	14	14	87	101	0	87	0	14
5	0	0	1	0	10	0	0	0	1	12	111	14	125	28	141	28	111
6	0	0	2	0	128	226	0	8	0	138	148	34	182	100	144	(126)	44
7	0	0	1	8	0	19	0	0	0	10	0	31	31	54	75	35	0
Total	0	0	21	32	180	343	86	8	4	332	370	315	685	349	702		191

Three-Year Forecast (2026)

Three-Year Square Footage Change

As previously noted, the major project anticipated between the completion of the field data collection in summer 2023 and fall 2026 is the 88-unit Webster development. Although current plans project that this building will actually be completed by August 2025 (2-years), Rich is showing a 3-year forecast (fall 2026) because the planned garage expansion that would help support the parking needs for this building is not expected to be completed until early 2027. This means that there could continue to be a deficit in residential parking needs.



Table 14 – Three-Year Land Use Summary

2026 Fall Square Footage Values												
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Total Occupied SF	Total Vacant SF	Total Block SF
Daytime						RDU'S	Seats					
1	0	0	0	2,128	2,146	28	320	0	3,276	4,274	3,276	7,550
2	3,191	0	0	3,225	0	48	0	0	0	6,416	0	6,416
3	2,795	0	8,275	4,654	6,233	15	0	0	11,109	21,957	11,109	33,066
4	2,886	0	5,450	3,881	0	0	0	0	0	12,217	0	12,217
5	11,700	9,414	650	0	2,009	0	0	0	7,000	23,773	7,000	30,773
6	24,087	2,097	1,260	0	25,370	209	0	1,976	0	54,790	0	54,790
7	0	0	890	4,949	0	18	0	0	2,670	5,839	2,670	8,509
Total	44,659	11,511	16,525	18,837	35,758	318	320	1,976	24,055	129,266	24,055	153,321

Three-Year (2026) Parking Demand - Daytime

By fall 2026, the non-residential demand has increased only slightly compared to fall 2025 values and this is only due to an anticipated increase in occupancy of the existing vacant space from 10 percent to 35 percent. All other categories remain the same.

Under the assumption that the parking supply was relatively underutilized due to the “in-progress” nature of many developments, Rich is of the opinion that the calculated parking generation rates demonstrating both the existing and one-year conditions in many cases, were likely too low. Therefore, with the added residential demand plus new businesses, Rich slightly adjusted many parking generation rates beginning with the 2025 projections to reflect the conditions as they may be experienced given the greater density and increased activity downtown. Additionally, for the three-year projections, Rich is assuming that about 35 percent of the 26,000 sf of vacant space will be re-occupied. Because it is not

known what the specific use may be, Rich is applying an average daytime and evening parking generation rate which increased the parking demand by 23 spaces.

Table 15 below shows the 2026 Daytime Parking Demand vs. Supply Projections. These values are very close to the demand shown for fall 2025 with the only difference reflected by the increased demand from re-occupied vacant space downtown. Because the garage expansion is still under construction at this time, and it is likely that the occupancy of The Webster would be much higher (if not fully occupied) the 126-space shortfall in residential spaces could actually occur as would the shortage in non-residential demand versus supply on this block.

As **Table 15** shows, with the garage expansion and the development planned, downtown Auburn Hills would still have a surplus of about 140 spaces on the net basis meaning that at peak daytime hours it would be operating at about 80 percent of capacity.

Table 15 – Three-Year (2026) Daytime Surplus Deficit Calculation

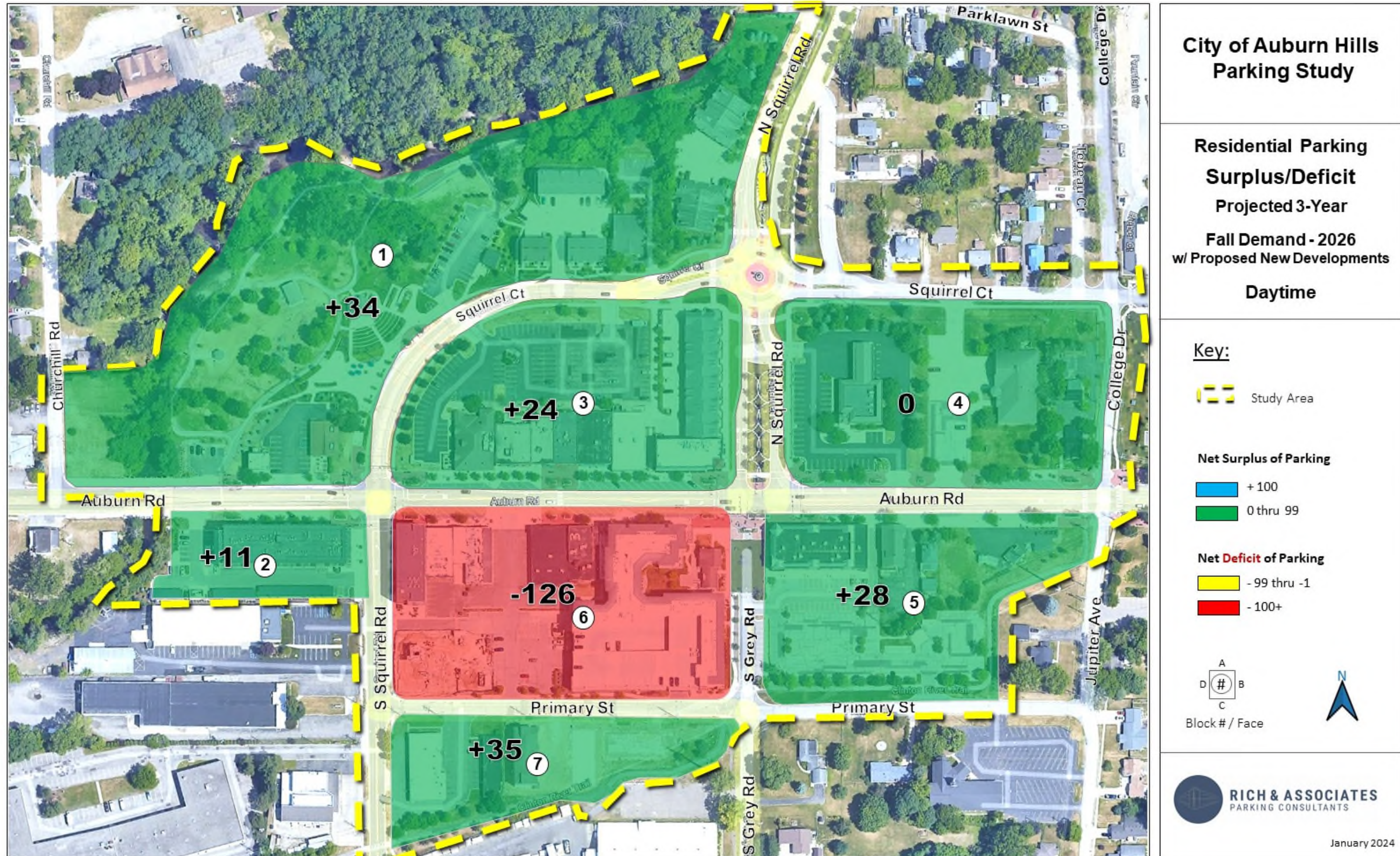
2026 Fall Demand (Daytime) - WEBSTER OPEN & OCCUPIED (Garage Expansion Not Complete)																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Resdl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
Daytime						per R.D.U.		per Unit	35%								
	3.00	2.00	1.88	1.86	4.07	1.08	0.03	4.05	2.70								
1	0	0	0	4	9	30	10	0	3	25	67	31	98	64	137	34	67
2	10	0	0	6	0	52	0	0	0	16	9	0	9	63	56	11	(7)
3	8	0	16	9	25	16	0	0	10	68	21	118	139	40	111	24	21
4	9	0	10	7	0	0	0	0	0	26	14	87	101	0	75	0	14
5	35	19	1	0	8	0	0	0	7	70	111	14	125	28	83	28	55
6	72	4	2	0	103	226	0	8	0	190	148	34	182	100	92	(126)	(8)
7	0	0	2	9	0	19	0	0	3	13	0	31	31	54	72	35	0
Total	134	23	31	35	146	343	10	8	23	409	370	315	685	349	625		142

The Daytime Surplus and Deficit (Non-Residential) and Residential is shown by **Maps 10 and 11** on the following two pages.

Map 10 – Net Surplus/Deficit Projected 3-Year (2026) Daytime



Map 11 - Residential Surplus/Deficit Projected 3-Year (2026) Daytime



Three Year (2026) Parking Demand – Evening

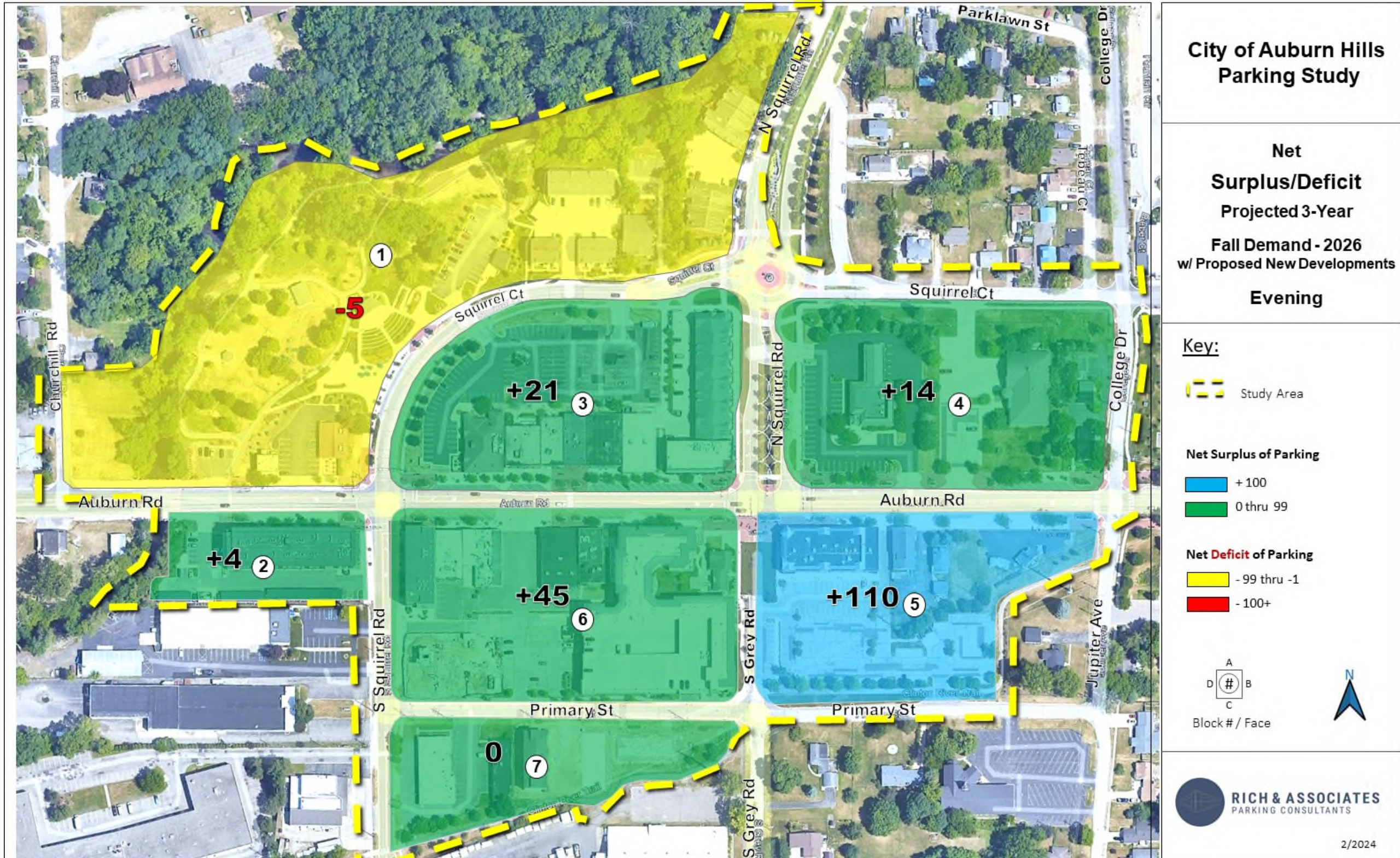
The evening demand would also see the 126-space deficit in residential parking continue although the net surplus overall for all blocks would improve slightly during the evening hours compared to daytime.

The surplus and deficit by block is shown by **Maps 12** and **13** on the following two pages.

Table 16 – Three Year Evening Surplus / Deficit

2026 Fall Demand (Evening) - WEBSTER OPEN & OCCUPIED (Garage not complete)																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Resdl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
	0	0	1.27	1.7	5.04	per R.D.U.	per Unit	35%									
						1.08	0.27	4.05	1.56								
1	0	0	0	4	11	30	86	0	2	103	67	31	98	64	59	34	(5)
2	0	0	0	5	0	52	0	0	0	5	9	0	9	63	67	11	4
3	0	0	11	8	31	16	0	0	6	56	21	118	139	40	123	24	21
4	0	0	7	7	0	0	0	0	0	14	14	87	101	0	87	0	14
5	0	0	1	0	10	0	0	0	4	15	111	14	125	28	138	28	110
6	0	0	2	0	128	226	0	8	0	137	148	34	182	100	145	(126)	45
7	0	0	1	8	0	19	0	0	1	11	0	31	31	54	74	35	0
Total	0	0	21	32	180	343	86	8	13	341	370	315	685	349	693		189

Map 12– Net Surplus / Deficit Projected Three-Years (2026) Evening



**City of Auburn Hills
Parking Study**

**Net
Surplus/Deficit
Projected 3-Year
Fall Demand - 2026
w/ Proposed New Developments
Evening**

Key:

- Study Area

Net Surplus of Parking

- +100
- 0 thru 99

Net Deficit of Parking

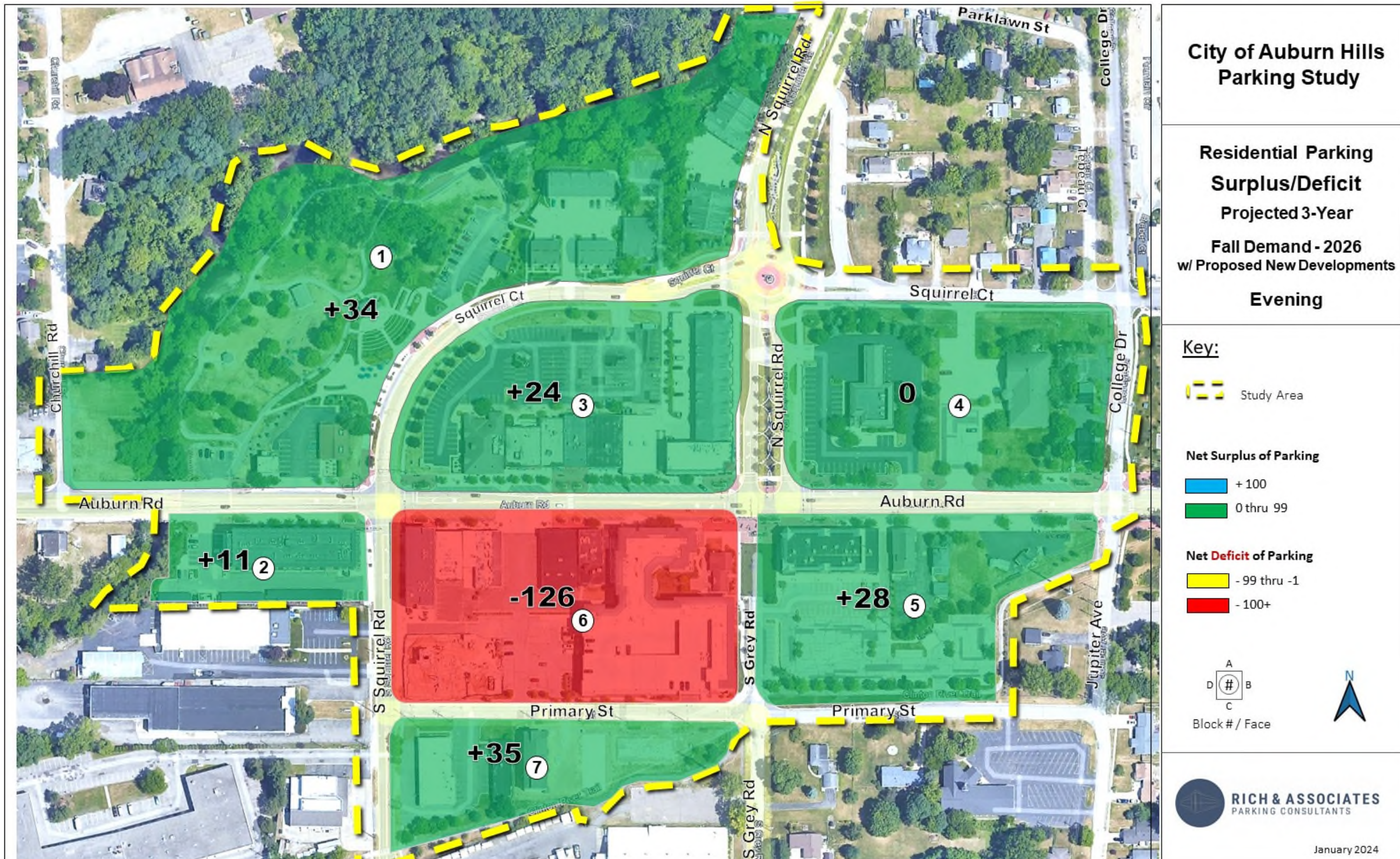
- 99 thru -1
- 100+

Block # / Face

**RICH & ASSOCIATES
PARKING CONSULTANTS**

2/2024

Map 13 - Residential Surplus / Deficit Projected Three-Years (2026) Evening



Four-Year Projections (2027)

Rich is showing a projection 4 years in the future (fall 2027). This is done to demonstrate the parking demand versus supply with the completion of the 178-space garage expansion. The square footage values would be the same as shown for 2026 with the only demand increase a function of slightly higher (50 percent) occupancy of existing vacant space compared to 2026.

Four Year Parking Demand vs Supply (2027) – Daytime

As **Table 17** below shows, the residential demand is unchanged from 2026 and the **non-residential** demand has only increased by 10 spaces due to the increased vacant space occupancy. However, the garage expansion begun in spring 2026 and completed by early 2027 (+172 net added spaces) has been completed and can be included in the assessment for fall 2027 as demonstrated below. Therefore, these spaces are available for use by residents of the Webster and other downtown residential and non-residential buildings. Given the 126-space calculated residential deficit that was shown for the 2026 projections without the garage spaces and the residential demand has not changed, Rich has allocated 126± spaces of the 172 net added spaces to residential demand and the balance of 46 spaces to the public supply. This has increased the “public” supply from 370 spaces within the downtown to 416 spaces within the downtown. (+46 on Block 6). The additional public spaces from the garage added to the previous supply on block 6 effectively eliminates the small net deficit on block 6 and converts it to a slight surplus. This leaves only a small deficit during the daytime on block 2 while overall the downtown would have a 186± space calculated net surplus. Obviously, the patrons unable to find parking on their block (block 2) would have the ability to use available public spaces on an adjacent block.

Table 17 – Four Year (2027) Daytime Surplus / Deficit Calculation

2027 Fall Demand (Daytime) - WEBSTER OPEN & OCCUPIED (Garage Expansion Complete)																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
Daytime						per R.D.U.		per Unit	50%								
	3.00	2.00	1.88	1.86	4.07	1.08	0.03	4.05	2.70								
1	0	0	0	4	9	30	10	0	4	27	67	31	98	64	135	34	67
2	10	0	0	6	0	52	0	0	0	16	9	0	9	63	56	11	(7)
3	8	0	16	9	25	16	0	0	15	73	21	118	139	40	106	24	21
4	9	0	10	7	0	0	0	0	0	26	14	87	101	0	75	0	14
5	35	19	1	0	8	0	0	0	9	73	111	14	125	28	80	28	52
6	72	4	2	0	103	226	0	8	0	190	194	34	228	226	264	0	38
7	0	0	2	9	0	19	0	0	4	14	0	31	31	54	71	35	0
Total	134	23	31	35	146	343	10	8	32	419	416	315	731	475	787		186

Four Year Parking Demand vs Supply (2027) – Evening

Table 18 demonstrates the evening conditions comparing parking demand as calculated for fall 2027 (four-year future forecast) during the evening hours. The residential deficit has been eliminated given the allocation of 226± spaces (100 previously plus the additional 126 in the expanded garage) for residential parking needs.

Table 18 – Four Year (2027) Evening Surplus / Deficit Calculation

2027 Fall Demand (Evening) - WEBSTER OPEN & OCCUPIED (Garage Expansion Complete)																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL per R.D.U.	MUSIC VENUE	COMMUNITY per Unit	VACANT 50%	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / Deficit	Net Surplus / (Deficit)
	0	0	1.27	1.7	5.04	1.08	0.27	4.05	1.56								
1	0	0	0	4	11	30	86	0	3	103	67	31	98	64	59	34	(5)
2	0	0	0	5	0	52	0	0	0	5	9	0	9	63	67	11	4
3	0	0	11	8	31	16	0	0	9	59	21	118	139	40	120	24	21
4	0	0	7	7	0	0	0	0	0	14	14	87	101	0	87	0	14
5	0	0	1	0	10	0	0	0	5	16	111	14	125	28	137	28	109
6	0	0	2	0	128	226	0	8	0	137	194	34	228	226	317	0	91
7	0	0	1	8	0	19	0	0	2	12	0	31	31	54	73	35	0
Total	0	0	21	32	180	343	86	8	19	346	416	315	731	475	860		232

Five-Year (2028) Projections

Five-Year (2028) Square Footage Change

Rich made a final projection reflecting conditions five years in the future. Recent data provided by the city suggested that several single-story properties (3306 – 3320 Auburn Road) between The MiL and Webster totaling approximately 9,500 square feet of commercial space would be redeveloped into a four-story mixed-use development. This development would have a footprint of about 13,600 square feet and consist of first floor retail space and three floors of residential (approximately 41 units). In addition to the added parking demand, 13 existing surface spaces are eliminated by the development.



Five-Year (2028) Parking Demand Projections

The 41 residential units require that 44 public spaces in the garage expansion need to be re-allocated as residential parking to accommodate the 41 residential units (41 x 1.08 = 44 spaces required). Given the changes, after the garage expansion, the capacity of public spaces within the combined garages has increased by five spaces between 2023 and the projected values in 2028. The number of spaces allocated for residential needs in the expanded garage has grown by 170± spaces. This means that virtually the entire net added spaces from the garage expansion are needed to accommodate residential uses on block 6. The 13,600 square feet of projected retail space generates an additional 26 spaces of parking demand.

In addition to the added demand from this new development, Rich is assuming that about 75 percent of the 26,000 vacant square feet will be occupied within this five-year planning horizon (up from 35 percent applied in the three-year forecast). Although the added square footage does not significantly affect the parking needs, in the future if more definitive data is found for the use (such as restaurant space), then the appropriate parking generation rate can be applied which may slightly change the surplus or deficits on individual blocks.

Table 19 – Five Year (2028) Projected Demand (Daytime)

2028 Fall Demand (Day) - ALL DEVELOPMENT PROJECTS OPEN & OCCUPIED - EXISTING VACANT OCCUPIED																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / (Deficit)	Net Surplus / (Deficit)
Daytime						per R.D.U.		per Unit	75%								
	3.00	2.00	1.88	1.86	4.07	1.08	0.03	4.05	2.70								
1	0	0	0	4	9	30	10	0	7	29	67	31	98	64	133	34	67
2	10	0	0	6	0	52	0	0	0	16	9	0	9	63	56	11	(7)
3	8	0	16	9	25	16	0	0	22	80	21	118	139	40	99	24	21
4	9	0	10	7	0	0	0	0	0	26	14	87	101	0	75	0	14
5	35	19	1	0	8	0	0	0	14	78	111	14	125	28	75	28	47
6	72	0	26	0	87	270	0	0	0	184	150	21	171	270	257	0	(13)
7	0	0	2	9	0	19	0	0	5	16	0	31	31	54	69	35	0
Total	134	19	54	35	129	388	10	0	49	429	372	302	674	519	764		130

Table 20 – Five Year (2028) Projected Demand (Evening)

2028 Fall Demand (Evening) - ALL DEVELOPMENT PROJECTS OPEN & OCCUPIED - EXISTING VACANT OCCUPIED																	
Block	OFFICE	MED OFFICE	RETAIL	SERVICE	RESTAURANT	RESIDENTIAL	MUSIC VENUE	COMMUNITY	VACANT	Non-Residl Demand	Public Supply	Private Supply	Total Supply	Residential Supply	Gross Surplus / (Deficit)	Res'dl Surplus / (Deficit)	Net Surplus / (Deficit)
						per R.D.U.		per Unit	75%								
	0	0	1.27	1.7	5.04	1.08	0.27	4.05	1.56								
1	0	0	0	4	11	30	86	0	5	106	67	31	98	64	56	34	(8)
2	0	0	0	5	0	52	0	0	0	5	9	0	9	63	67	11	4
3	0	0	11	8	31	16	0	0	17	67	21	118	139	40	112	24	21
4	0	0	7	7	0	0	0	0	0	14	14	87	101	0	87	0	14
5	0	0	1	0	10	0	0	0	11	22	111	14	125	28	131	28	103
6	0	0	17	0	107	270	0	0	0	124	150	21	171	270	317	0	47
7	0	0	1	8	0	19	0	0	4	14	0	31	31	54	71	35	0
Total	0	0	37	32	159	388	86	0	38	352	372	302	674	519	841		180

Map 14 – Surplus/Deficit Projected Five-Year (2028) Daytime

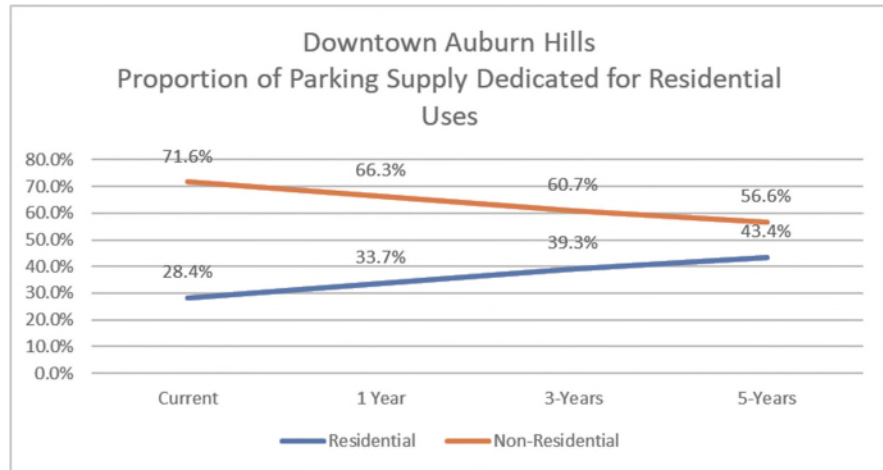


Map 15 – Surplus/Deficit Projected Five-Year (2028) Evening

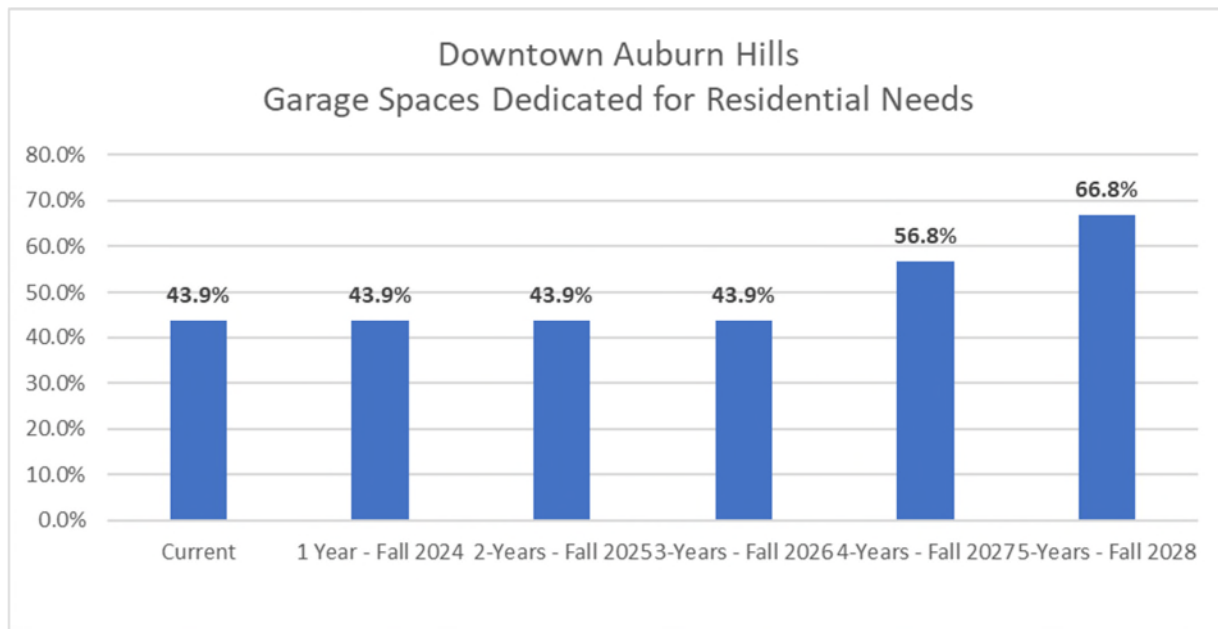


Summary – Residential Parking Downtown Auburn Hills

The extensive development in Downtown Auburn Hills shows that over the five-year planning period, that the number of residential units will increase by 168. Much of this added demand is not accommodated with its own parking supply but instead relies upon spaces provided in the existing and expanded parking garages. The proportion of the total parking supply dedicated for residential parking needs increases from about 28 percent currently to as much as 43 percent at the end of five years.



At the time of the report, the city does not require any parking to be provided by private businesses. As a result of this policy, it appears that developers of the The MiL, Webster, Brunswick and proposed new development east of the the MiL are not providing residential parking as part of their developments but instead relying on the city to provide the spaces.



Section 3 – Recommendations

Rich has prepared a series of recommendations that, applied over time, will help improve the parking system in downtown Auburn Hills so that it can function effectively to service the residents, employees and downtown visitors.

Issue: Two Hour On-street Parking

Discussion: On-street parking is often the most desirable parking because it affords ultimate convenience to most destinations. As long as the speed or volume of traffic on adjoining roadways is not excessive, or the spaces are not considered too tight for easy access and egress, particularly with parallel parking, patrons will often prefer to park on-street. This applies to downtown employees and staff. If the parking is not monitored, many downtown staff, if not discouraged, will choose to use convenient on-street parking.

Recommendation: Implement and enforce two-hour time limit for on-street parking between the hours of 8:00 am and 6:00 pm along Auburn Road, North Squirrel Road and South Grey Road.

Time Frame: 6 – 12 Months

Issue: Patrons will move their vehicle to new space to avoid two-hour time limit

Discussion: Absent any ordinance, some parking patrons will move their vehicle to a new on-street space either on the same block or across the street to start a new two-hour parking session. The major issue is that they are still taking a parking space away from a legitimate customer or visitor who can appreciate the convenient parking.

Recommendation: Enact an anti-shuffling ordinance so that someone cannot simply move their vehicle to a different on-street space to start a new two-hour session. Limit the on-street spaces to two-hours per day along Auburn Road, North Squirrel Road and South Grey Road.

Time Frame: 12 – 18 Months

Issue: Parking Enforcement

Discussion: A properly operating parking system requires that there be a series of rules and regulations so that the parking system can function effectively. This will cover issues such as time limits, where parking is allowed and discouraged, restrictions for public safety (hydrants, crosswalks handicap etc). If there is not a system of enforcement, downtown parking patrons will see this and many regulations will be ignored. Currently, parking enforcement is conducted by the Auburn Hills Police Department.

Recommendations:

1. Implement a program of, at a minimum, random parking enforcement varying the days of the week and the times of day that the enforcement be conducted. Each enforcement shift should be for a

minimum of four hours so that vehicles can be initially recorded and monitored a second time for violation of the two-hour (and other violations) limit.

2. Consider the use of volunteers to perform the enforcement function to supplement the current program of police officers. This is permitted by Michigan State law. (*see appendix A for 257.675d and Appendix C for MLIVE.COM article for use of Volunteers.*)
3. The current fine for parking violations, as adopted by 52-3 District Court, is \$75.00. However, the City fine is \$30.00. Rich would recommend monitoring whether the \$30.00 fine rate is sufficiently high enough to discourage repeat offenders and if not, raise the fine in stages to ensure compliance.

Time Frame: 12 – 24 Months

Issue: Monthly parking permit in garage

Discussion: Currently the city has agreements with Auburn Hills Housing LLC and Hyde Associates LLC for parking permits within the city downtown parking garage. Presumably, these agreements are for residents of downtown properties. In order to maintain the integrity of charging for parking, patrons should be discouraged from overnight parking in the garage without a permit.

Recommendation: Require that anyone parking overnight in the current and expanded parking garage have a permit.

Time Frame: 6 – 12 Months

Issue: Mechanism for collecting parking fines

Discussion: While performing the enforcement function is a critical element in any parking system there is a second part of the function that is critical. Just as if enforcement is not provided, the rules will not be followed. Similarly, if parking citations are issued but there is no follow up to ensure collection, again the rules will be ignored. Currently, the State of Michigan allows the Secretary of State's office to hold vehicle registrations for vehicles that have three or more unpaid parking citations.

Recommendation: Use the current availability through the Secretary of State's office to hold vehicle registrations for vehicles that have three or more unpaid parking citations. *See Appendix B (MCL 257.321)*

Time Frame: 12 – 24 Months

Issue: Currently the city does not require developers to provide any parking within downtown Auburn Hills.

Discussion: When parking is not required as part of any building development, it means the city is responsible for providing for the parking needs. While often this is desirable because it may otherwise result in developers constructing small lots designated as just private parking for their tenants, this can create an inefficient parking system. Many cities will not require downtown parking be provided with the exception of residential developments.

Recommendations:

- 1) Adjust the ordinance that developers of multi-unit residential properties provide parking at the following levels:
 - a. Studio and One bedroom – 1 parking space per dwelling unit
 - b. Two Bedroom Units – 1.5 spaces per dwelling unit
 - c. Three or more bedroom – 2 spaces per dwelling unit.
- 2) Do not require developers of other types of properties. This often results in small privately controlled lots that are not as efficient as larger public lots.

Time Frame: 18 – 24 Months**Issue:** Ensure that the most convenient spaces both on-street and off-street lots are available for customer / visitor use to the greatest extent possible:

Discussion: Having convenient access to parking is a critical element for many patrons when coming to visit shops or restaurants in a downtown environment. Issues with parking may discourage visits by patrons who may seek alternatives in surrounding communities that have adequate convenient parking. While it is understood that downtown employees also wish to have convenient parking, customers and visitors should have priority. Discouraging use of on-street parking by employees has been discussed through the enforcement function but use of limited parking garage spaces in the near-term (until completion of the garage expansion) should be discouraged by employers and parking in the back of public lots encouraged. Once the garage expansion is completed, sufficient capacity should exist both for residential parking needs, visitors and employees in the garage and other public lots.

Recommendation: Through the DDA, encourage employees of downtown businesses to park in the more remote public off-street lots to save the most convenient spaces for downtown visitors and customers.

Time Frame: Immediate**Issue:** Parking Signage

Discussion: This recommendation focuses specifically on the parking wayfinding that leads customers and visitors to the public parking lots. Signage serves a critical role in a well-run parking system. It communicates directions, use guidelines, identification and information to parking patrons especially those coming to Downtown Auburn Hills for the first time. It also directs pedestrians to downtown destinations and activities. In order to function effectively, signs must clearly and concisely provide the necessary information and be easily recognizable. Signage should be of a consistent color, shape, font and text in order to be easily recognizable and understood by patrons. A cohesive sign program will create a positive user experience in downtown Auburn Hills.

Recommendation: As a best practice, the following three types of parking signs that improve drivers' wayfinding experience are strongly recommended. It should be noted that sign color, size design and placement may be impacted by local, county or State highway department's regulations.

Directional/Location: Directional-parking signage is distinct in color, size and logo and directs drivers to off-street parking areas. Parking location signage complements the directional parking signage. The signs have arrows pointing to the off-street lots. The signs are mounted on poles at standard heights, on the streets. Auburn Hills has many of these signs in the downtown, however these signs are small and not easily recognizable to a driver. In one instance the sign located at the southeast corner of Auburn Road and Juniper Avenue is obstructed from view due to streetscape plantings and other signage.



Identification: Identification signage is placed at the entry of each parking lot. The name of the parking area is identified along with use guidelines, such as public parking, hours of operation, etc. The identification signage is distinctive in color and size, and it is located on a pole at a lower height. The parking lot name can be tied to a significant landmark, name of the street or the street address.

Pedestrian Wayfinding: Pedestrian wayfinding signs or kiosks are placed at the points of pedestrian entry/exit to parking lots. Typically, a map illustrating the downtown area that points out the various shops or attractions. These types of signs are placed at locations easily found by a pedestrian and are intended to help that person orient themselves to the downtown area, to locate their destination and then be able to return to where they parked.

Time Frame: 6 – 12 Months

Issue: Garage Parking Allocation

Discussion: By the time the Webster is completed in mid-2025, the expanded garage will not yet have started construction. Current projections, given the currently allocated residential parking in the existing garage, shows that residential needs may be short as many as 126± spaces. During this period, virtually the entire existing garage may be needed, at least during the evening hours, to accommodate residents of the downtown buildings.

Recommendation: The first floor or at least a portion of the first floor of the garage should be dedicated for customer / visitor use during the daytime hours (8:00 am – 8:00 pm). Currently, much of the floor is designated for AHH, LLC or Hyde Associates, LLC parking. Resident parking should be on the upper levels so that visitors are not driving past multiple empty spaces reserved for residential use to reach an available visitor space or to find out that all visitor parking is filled. Signs should indicate that visitor parking above the first level is allowed during the daytime hours (8:00 am – 8:00 pm) without a permit but that after a designated hour, residential parking permits are required.

Time Frame: 12 – 24 months



Appendix

Appendix A

MICHIGAN VEHICLE CODE (EXCERPT) Act 300 of 1949

257.675d Authorizing and utilizing persons other than police officers to issue citations; violations; training program; definitions.

Sec. 675d.

(1) Except as provided in subsection (2), a law enforcement agency or a local unit of government may implement and administer a program to authorize and utilize persons other than police officers as volunteers to issue citations for the following violations:

(a) Parking on a sidewalk in violation of section 674(1)(a) or a local ordinance substantially corresponding to section 674(1)(a).

(b) Parking in front of a public or private driveway in violation of section 674(1)(b) or a local ordinance substantially corresponding to section 674(1)(b).

(c) Parking within 15 feet of a fire hydrant in violation of section 674(1)(d) or a local ordinance substantially corresponding to section 674(1)(d).

(d) Parking on a crosswalk in violation of section 674(1)(e) or a local ordinance substantially corresponding to section 674(1)(e).

(e) Parking within 20 feet of a crosswalk or, if there is not a crosswalk, within 15 feet of the intersection of property lines at an intersection of highways, in violation of section 674(1)(f) or a local ordinance substantially corresponding to section 674(1)(f).

(f) Parking at a place where an official sign prohibits stopping or parking in violation of section 674(1)(n) or a local ordinance substantially corresponding to section 674(1)(n). This subdivision does not authorize a volunteer to issue a citation for any other violation set forth in section 674 or a local ordinance substantially corresponding to section 674.

(g) Parking in a space reserved for use by disabled persons in violation of section 674(1)(s) or a local ordinance substantially corresponding to section 674(1)(s).

(h) Parking in an access aisle or access lane immediately adjacent to a space designated for parking by persons with disabilities in violation of section 674(1)(t) or a local ordinance substantially corresponding to section 674(1)(t).

(i) Parking in violation of an official sign restricting the period of time for or manner of parking in violation of section 674(1)(w) or a local ordinance substantially corresponding to section 674(1)(w). This subdivision does not authorize a volunteer to issue a citation for any other violation set forth in section 674 or a local ordinance substantially corresponding to section 674.

(j) Parking in a space or in a manner that blocks access to a fire lane in violation of section 674(1)(aa) or a local ordinance substantially corresponding to section 674(1)(aa).

(k) Parking in a manner that blocks, delays, or otherwise interferes with the movement of a streetcar on a streetcar track in violation of section 674(1)(bb) or a local ordinance substantially corresponding to section 674(1)(bb).

(2) Before authorizing and utilizing persons other than police officers to issue citations, the law enforcement agency or local unit of government shall implement a program to train the persons to properly issue citations as provided in this section, of which not less than 8 hours must be in parking enforcement, conducted by that law enforcement agency or the law enforcement agency for that local unit of government or, if the local unit of government does not have a law enforcement agency, by the county sheriff. A person who successfully completes a program of training implemented under this section may issue citations as provided in this section as authorized by the law enforcement agency or local unit of government. A law enforcement agency of a local unit of government shall not implement or administer a program under this section without the specific authorization of the governing body of that local unit of government. A law enforcement agency shall not implement or administer a program under this section that would allow volunteers to issue citations under subsection (1)(a), (b), (c), (d), (e), (f), or (i) for any violations for which the use of volunteers is prohibited under a collective bargaining agreement between that local unit of government and any law enforcement officers of that local unit of government.

(3) As used in this section:

(a) "Law enforcement agency" means any of the following:

(i) A police agency of a city, village, or township.

(ii) A sheriff's department.

(iii) The department of state police.

(iv) Any other governmental law enforcement agency in this state, including, but not limited to, the transit police unit of a public body corporate established and maintained pursuant to an interlocal agreement under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512, between a city that is authorized by the laws of this state to appoint or employ law enforcement officers and an authority under the metropolitan transportation authorities act of 1967, 1967 PA 204, MCL 124.401 to 124.426.

(b) "Local unit of government" means a state university or college or a county, city, village, or township.

Appendix B

FAILURE TO PAY FINES

If the person fails to appear, the court will promptly notify the Michigan Secretary of State. “The secretary of state, upon being informed of the failure of a person to appear or comply..., shall not issue a license to the person or renew a license for the person until BOTH of the following occur:”

- “The court informs the secretary of state that the person has resolved all outstanding matters regarding the notices or citations.” **MCL 257.321a(8)(a).**
- “The person has paid to the court a \$45.00 driver license clearance fee.” **MCL 257.321a(8)(b).** If the court determines that the person is responsible for only one handicap parking violation or fewer than 3 other illegal parking violations, for which the person’s license was not issued or renewed under this subsection, then the court may waive payment of the driver license clearance fee.

In addition to placing a hold on license issuance or renewal, the court may also find the driver responsible for a civil infraction punishable by a fine. This is a non-moving violation that does not result in any points on your driving record.

Appendix C

Volunteers can now write more parking tickets in Grand Rapids

July 11, 2019



GRAND RAPIDS, MI July 11 2019— Grand Rapids hopes it can free up time for police officers to do more of what they’re trained to do by putting more of their less serious responsibilities on a group of volunteers.

On Tuesday, the city commission voted unanimously to adopt a resolution that will grant trained volunteers with the Grand Rapids Police Department the ability to enforce more parking ordinances than previously allowed.

Members of the police department’s volunteer program could already write tickets for violations like parking in a handicapped zone, within a crosswalk, in a no parking zone and within 15 feet of a fire hydrant.

They’ll now be able to write tickets for:

Parking left of curb

Parking within or on a bike lane

Parking in a manner that blocks a bike lane

Parking an unattached trailer or semi-trailer in the roadway

Season parking restrictions (odd/even winter parking)

“This is really an expansion of the volunteer program we’ve had at the police department for years,” said Second Ward Commissioner Ruth Kelly. “This is going to offer some additional support for our officers.”

State law authorizes police departments to develop a program that engages volunteers to write a variety of parking tickets, upon completion of training provided by that department.

The Grand Rapids Police Department’s volunteer program has been used to assist officers for close to two decades, according to city officials. Its non-sworn members do things like abandoned vehicle tagging, parking violation enforcement, graffiti reporting, vacation house checks and senior resident visits.

“The program is perfect for those who are at a point in life where they have some free time to give back to the community and are looking for a meaningful way to improve quality of life for all who call Grand Rapids home,” said Ofc. Ruth Walters, who serves as the department’s volunteer coordinator.

“The volunteer program is vital to ensuring the best service to the community while balancing the department’s resources.”

Odd-even parking tickets on the rise with more enforcement in Grand Rapids

Grand Rapids has issued more than 6,000 tickets for odd-even parking ordinance violations so far this season.

Earlier this year, the city announced it was seeking to double the 16 active members of the program.

Volunteers are paired up and assigned to one of the five patrol service areas in the city. They’re asked to commit to a minimum of eight hours each month between 8 a.m. and 5 p.m.

Qualifications for the program include:

Minimum age of 18 years old

Good health

U.S. citizenship

Possession of a valid Michigan driver’s license

Successful completion of a background investigation

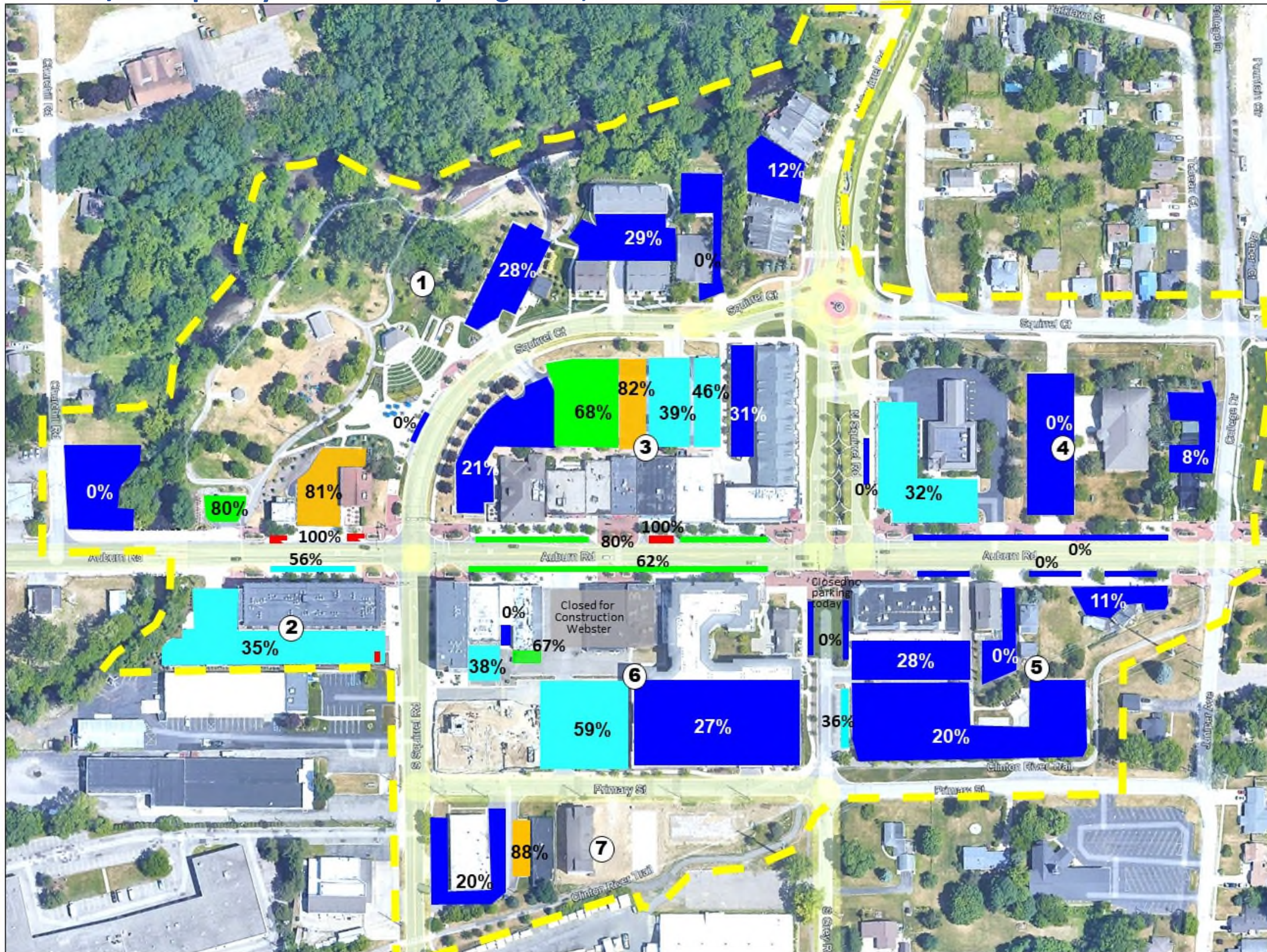
Willingness to serve others

Volunteers dress in supplied uniforms and are assigned to city vehicles that are identified by the Neighborhood Services Team logo. They also receive training through the police department.

To learn more about the program or to register as a police department volunteer, visit the city website, call 616-456-3301, or email grpdrecruiting@grcity.us.

mlive.com

Turnover/Occupancy Wednesday August 9, 2023

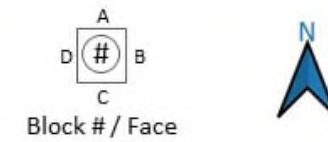


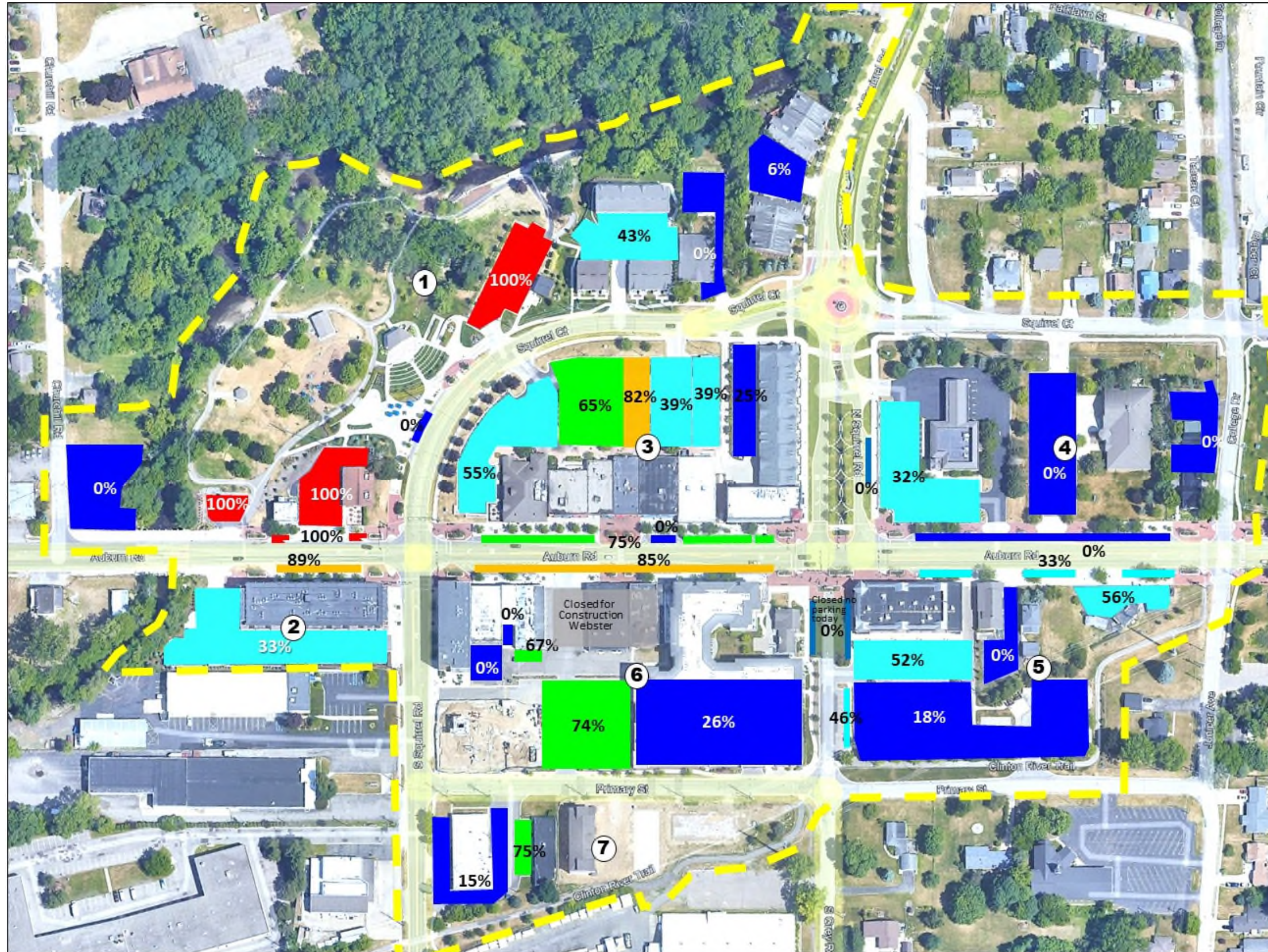
City of Auburn Hills Parking Study

Turnover/Occupancy
11:00 AM – 1:00 PM
Wednesday, August 9, 2023

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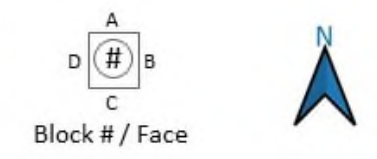
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Parking Study**

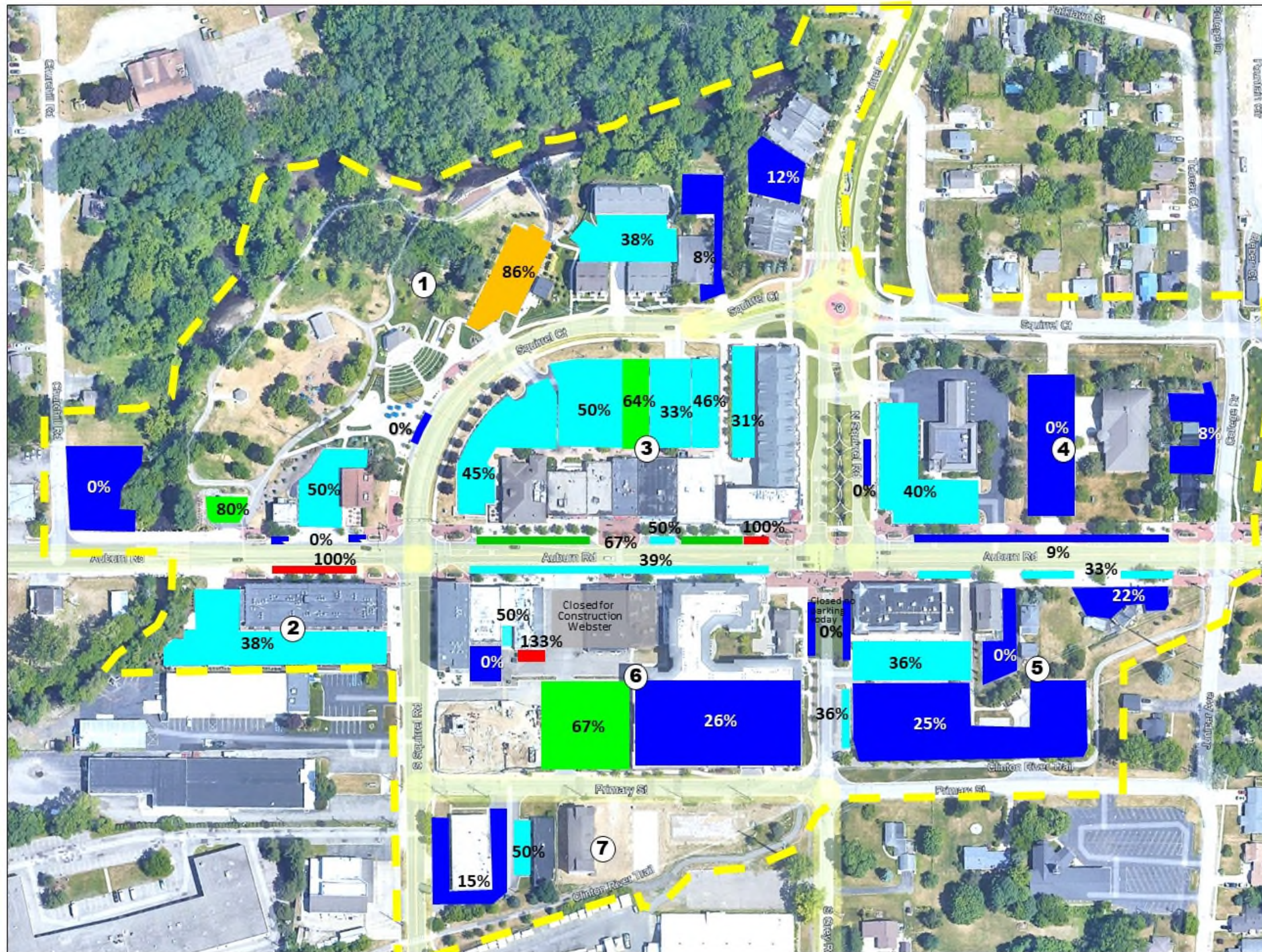
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**City of Auburn Hills
Parking Study**

**Turnover/Occupancy
3:00 PM – 5:00 PM**

Wednesday, August 9, 2023

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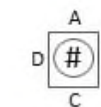
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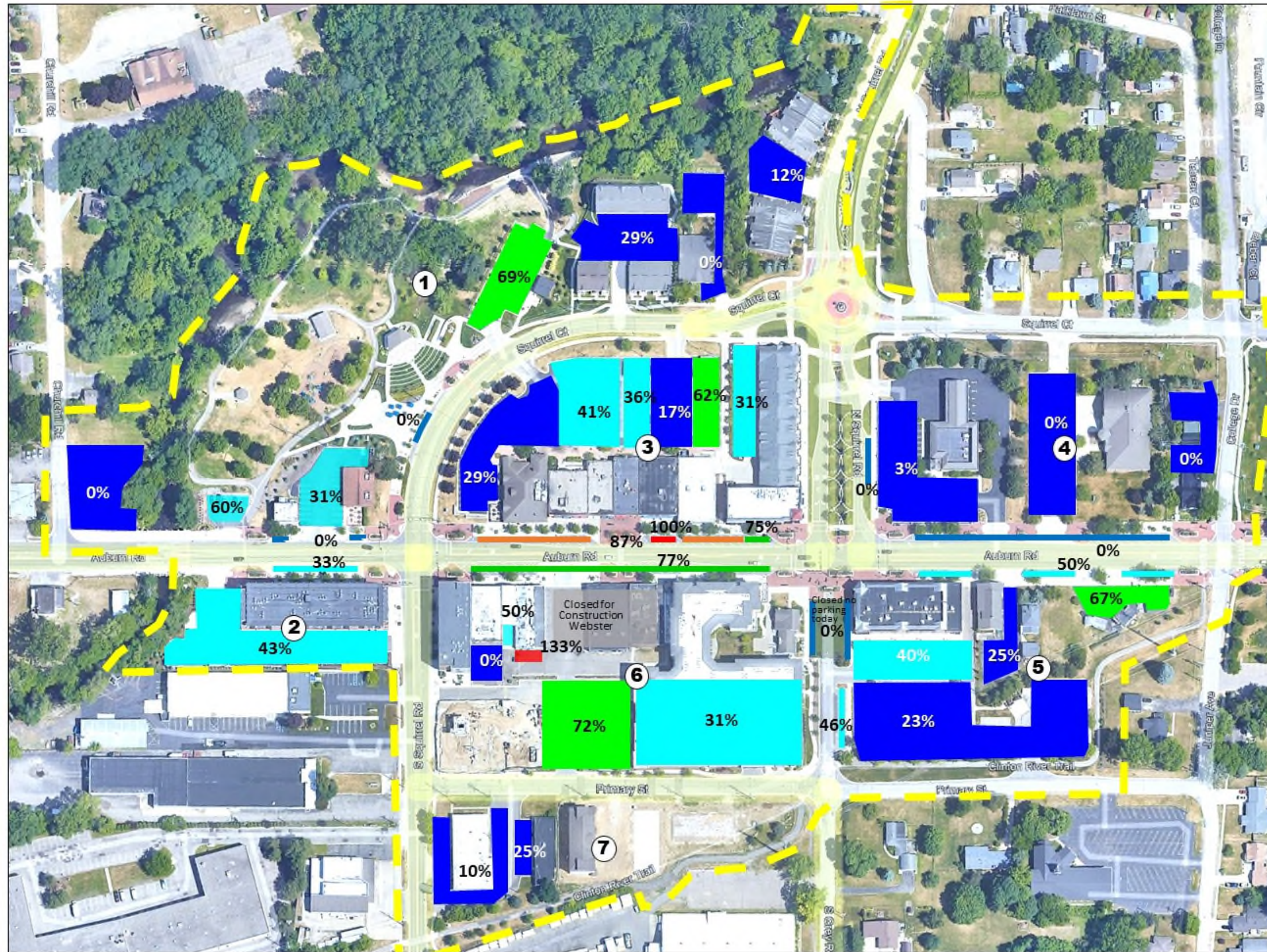
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City of Auburn Hills Parking Study

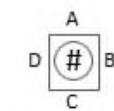
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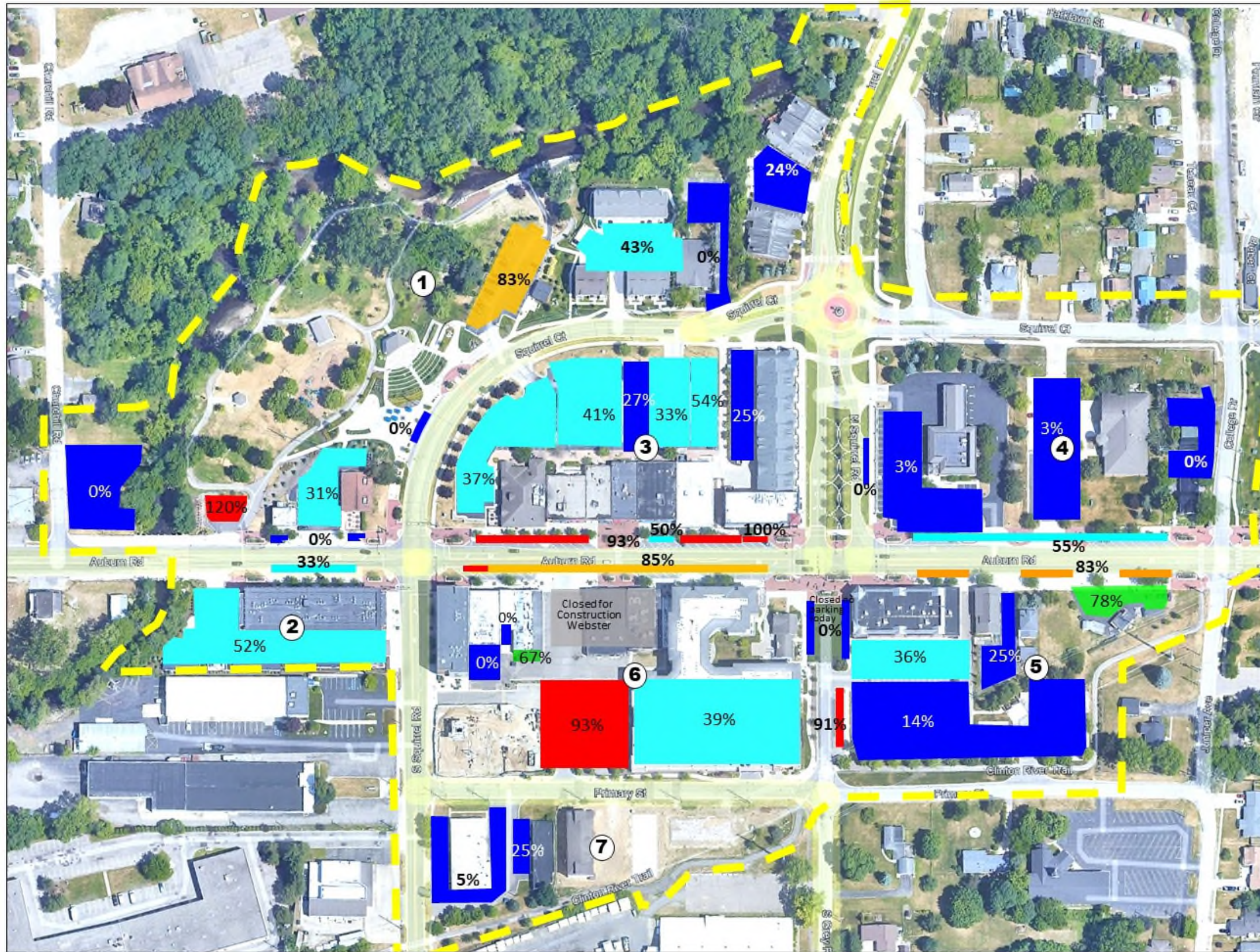
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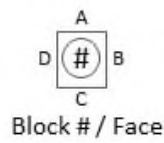
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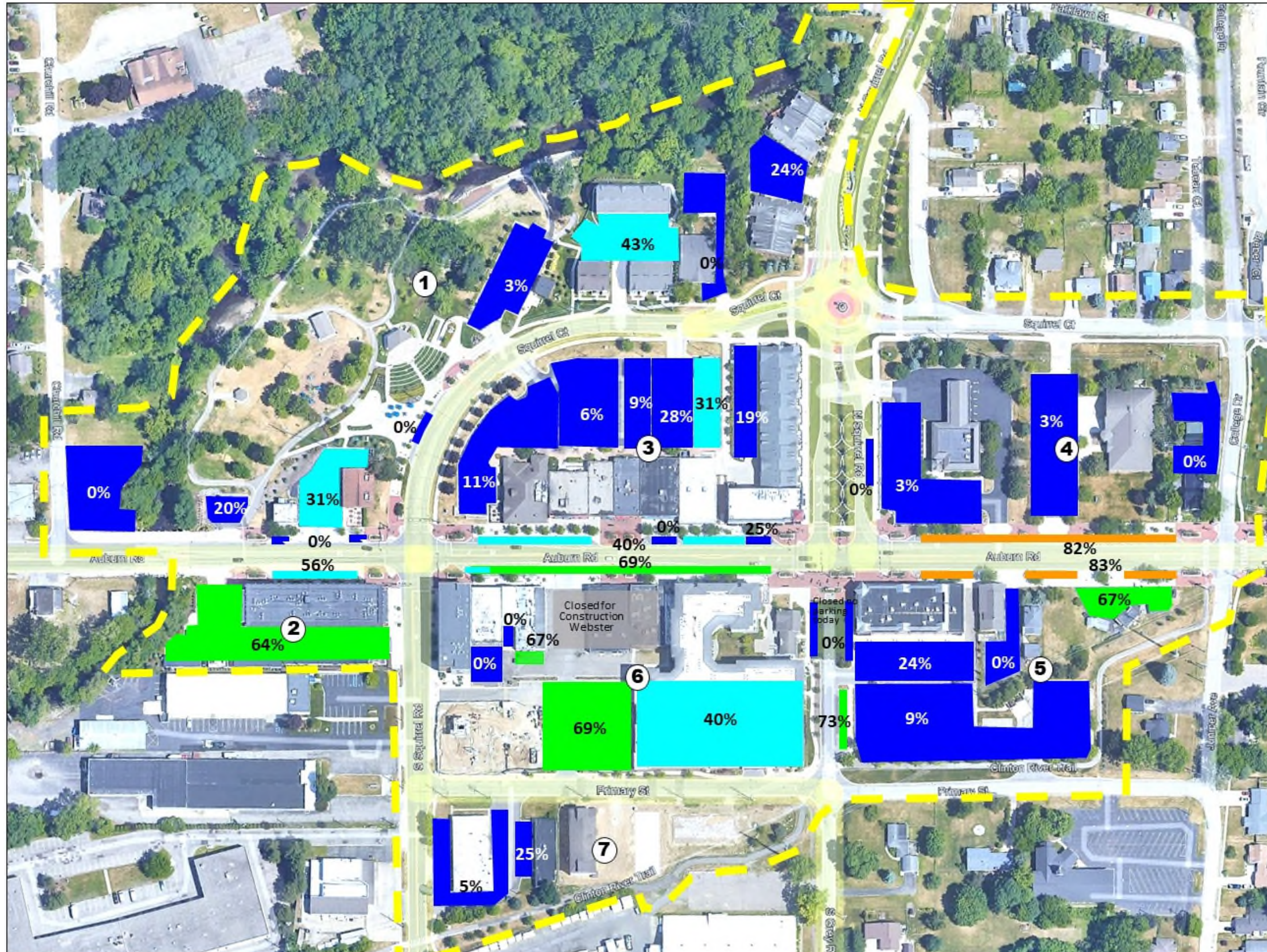
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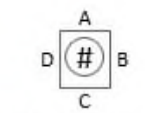
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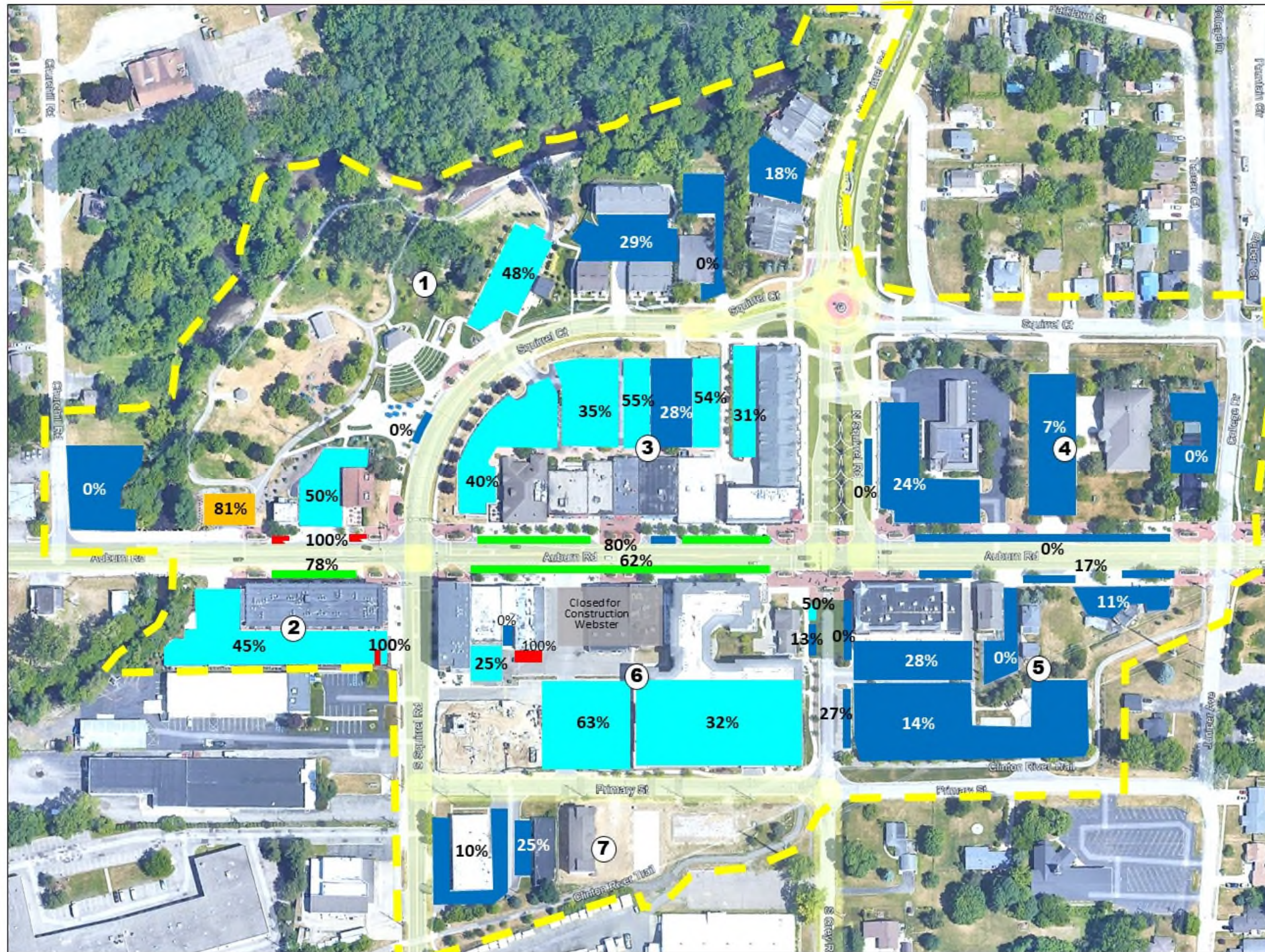
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Turnover/Occupancy Friday August 11, 2023



**City of Auburn Hills
Parking Study**

**Turnover/Occupancy
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Friday, August 11, 2023**

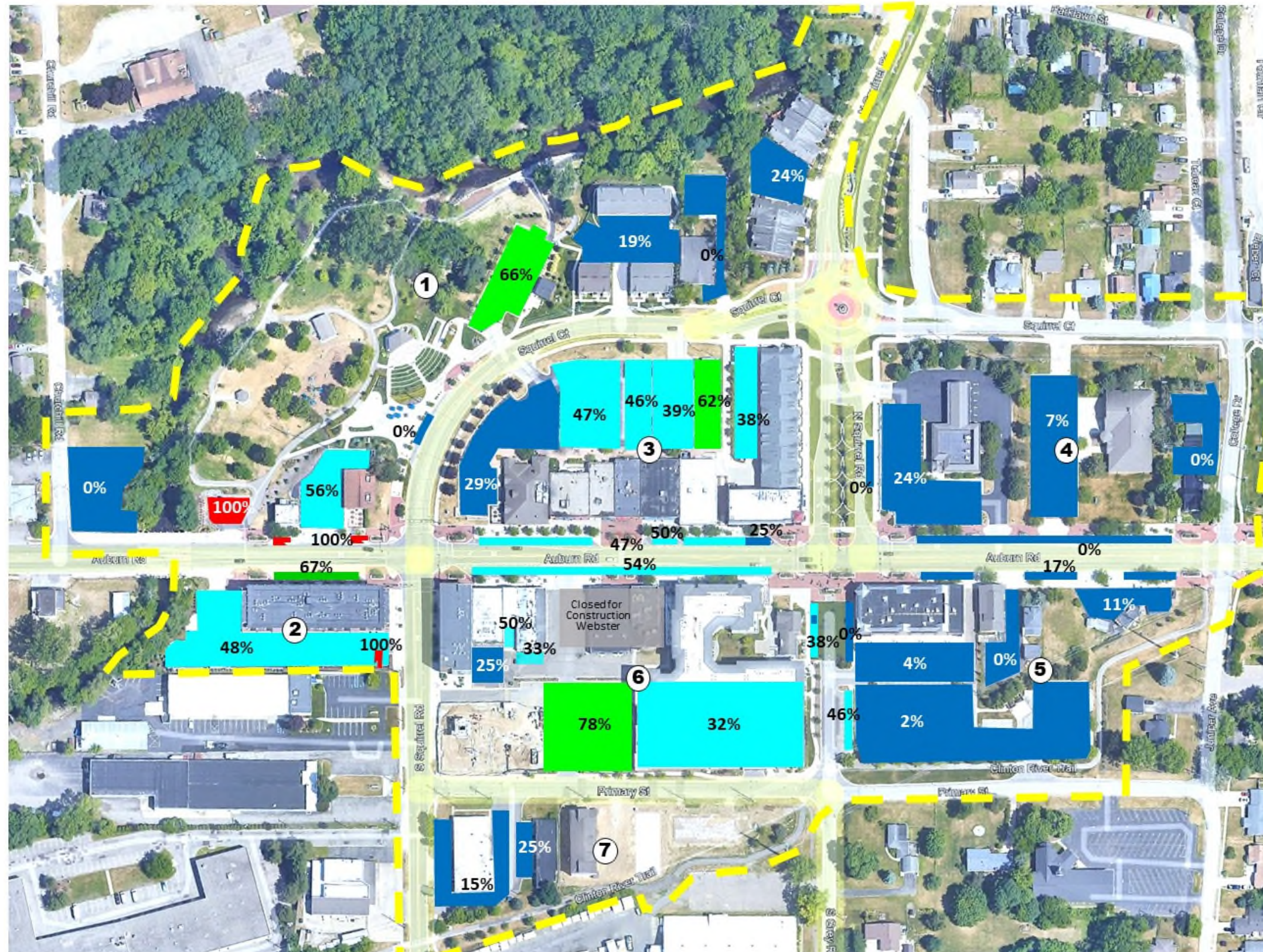
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RICH & ASSOCIATES
PARKING CONSULTANTS

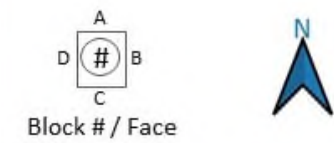


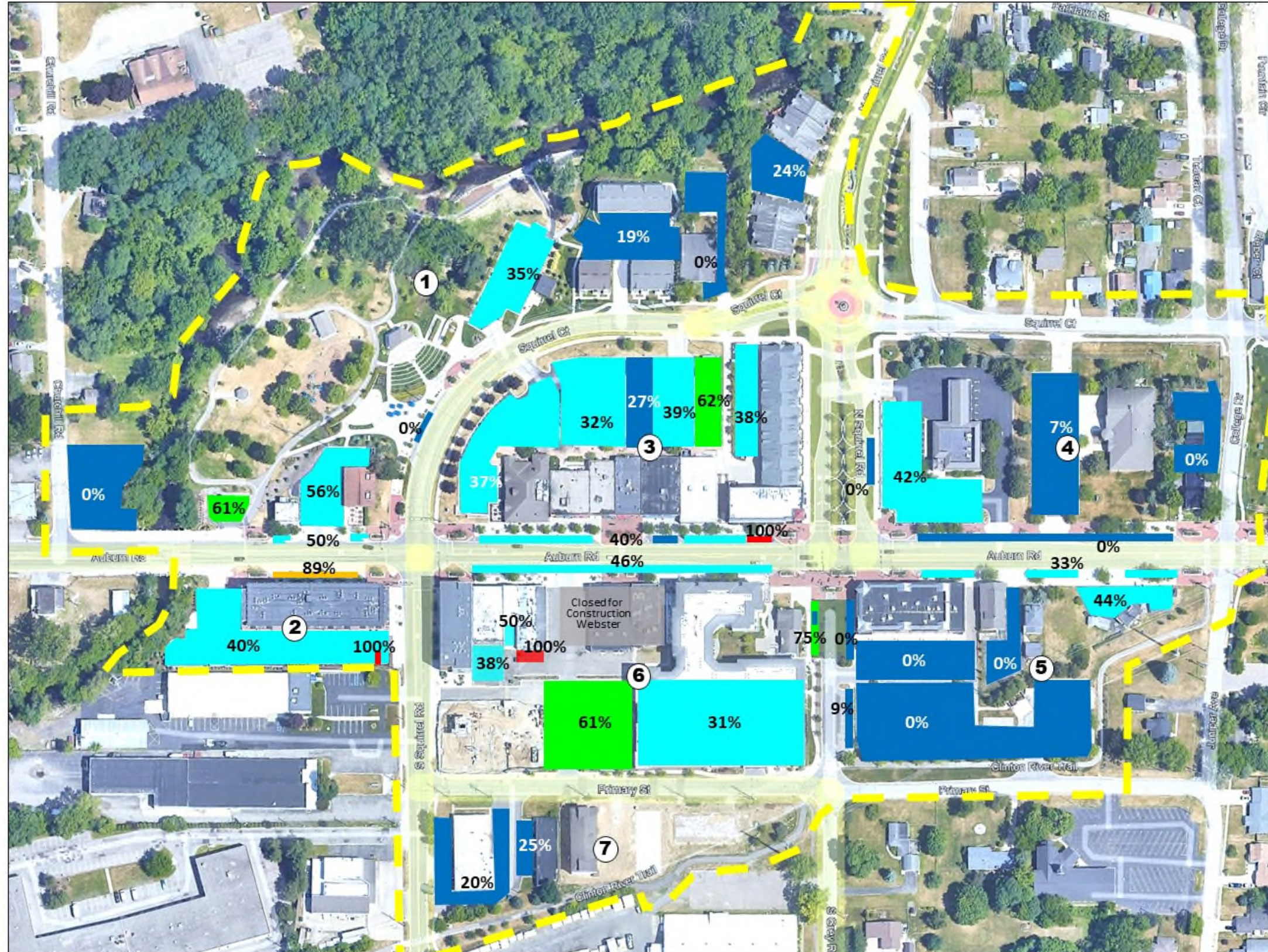
City of Auburn Hills Parking Study

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Friday August 11, 2023**

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**City of Auburn Hills
Parking Study**

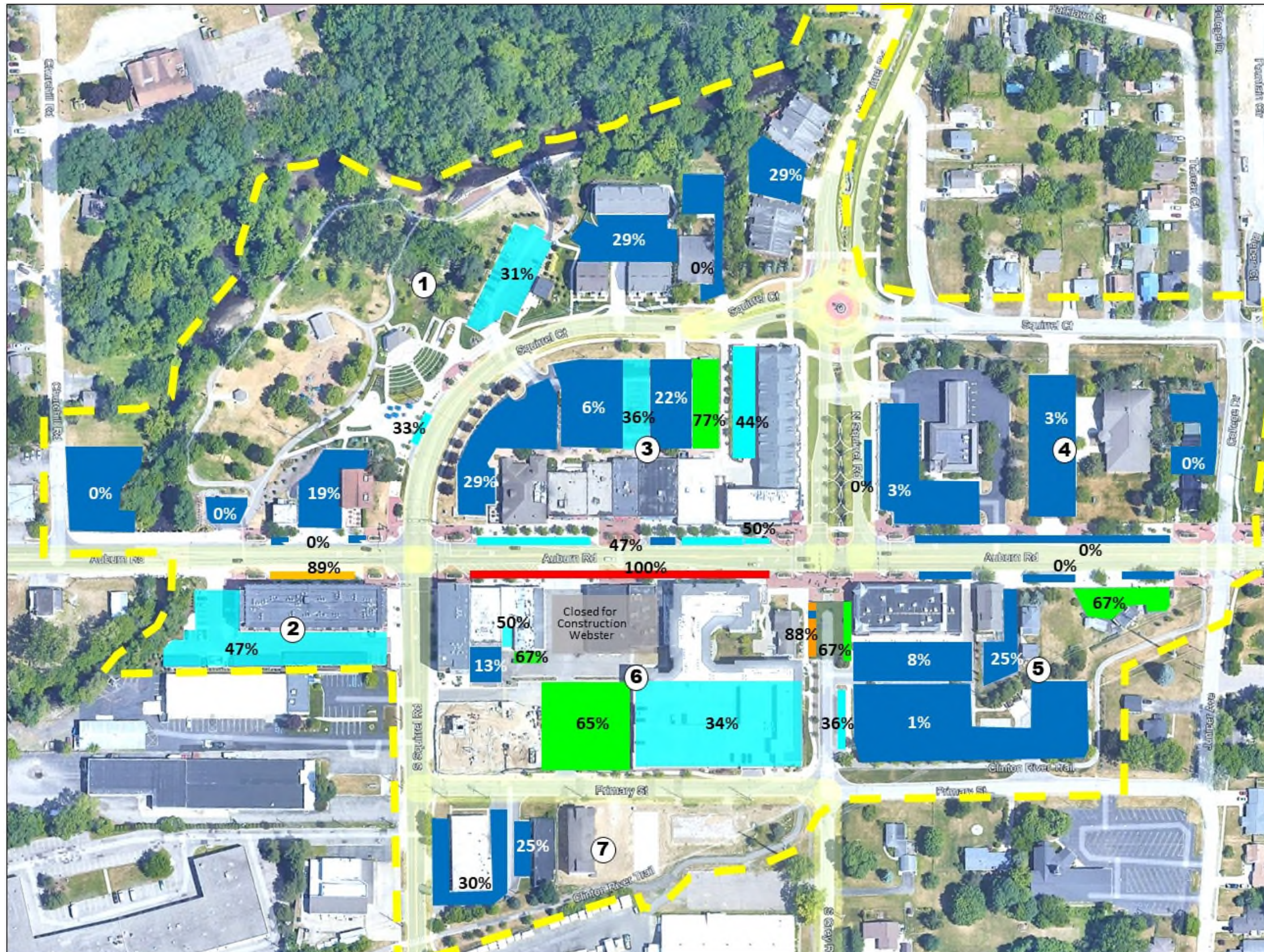
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City of Auburn Hills Parking Study

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Friday, August 11, 2023

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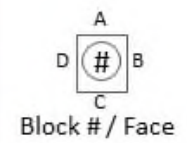
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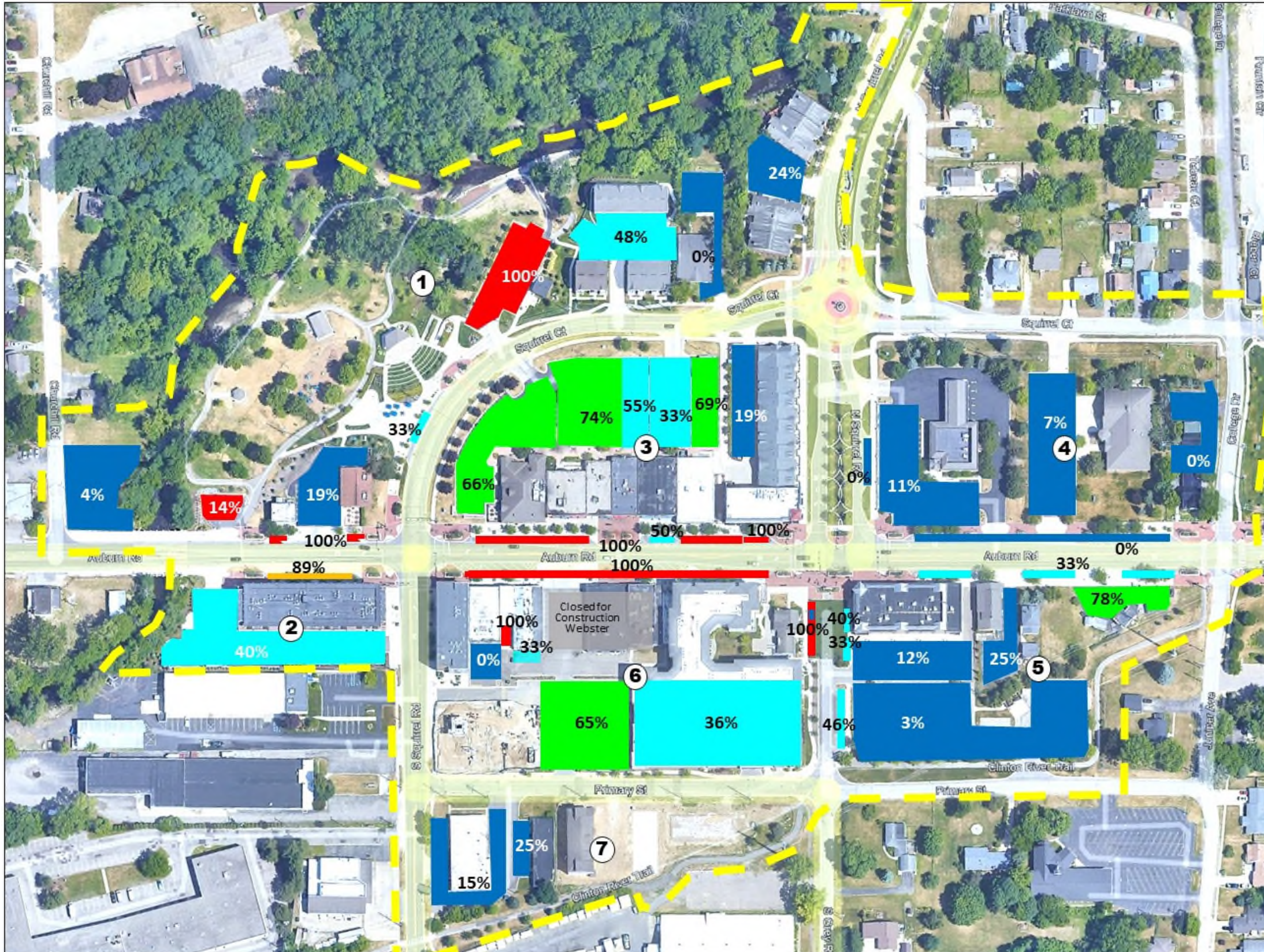
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City of Auburn Hills Parking Study

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City of Auburn Hills Parking Study

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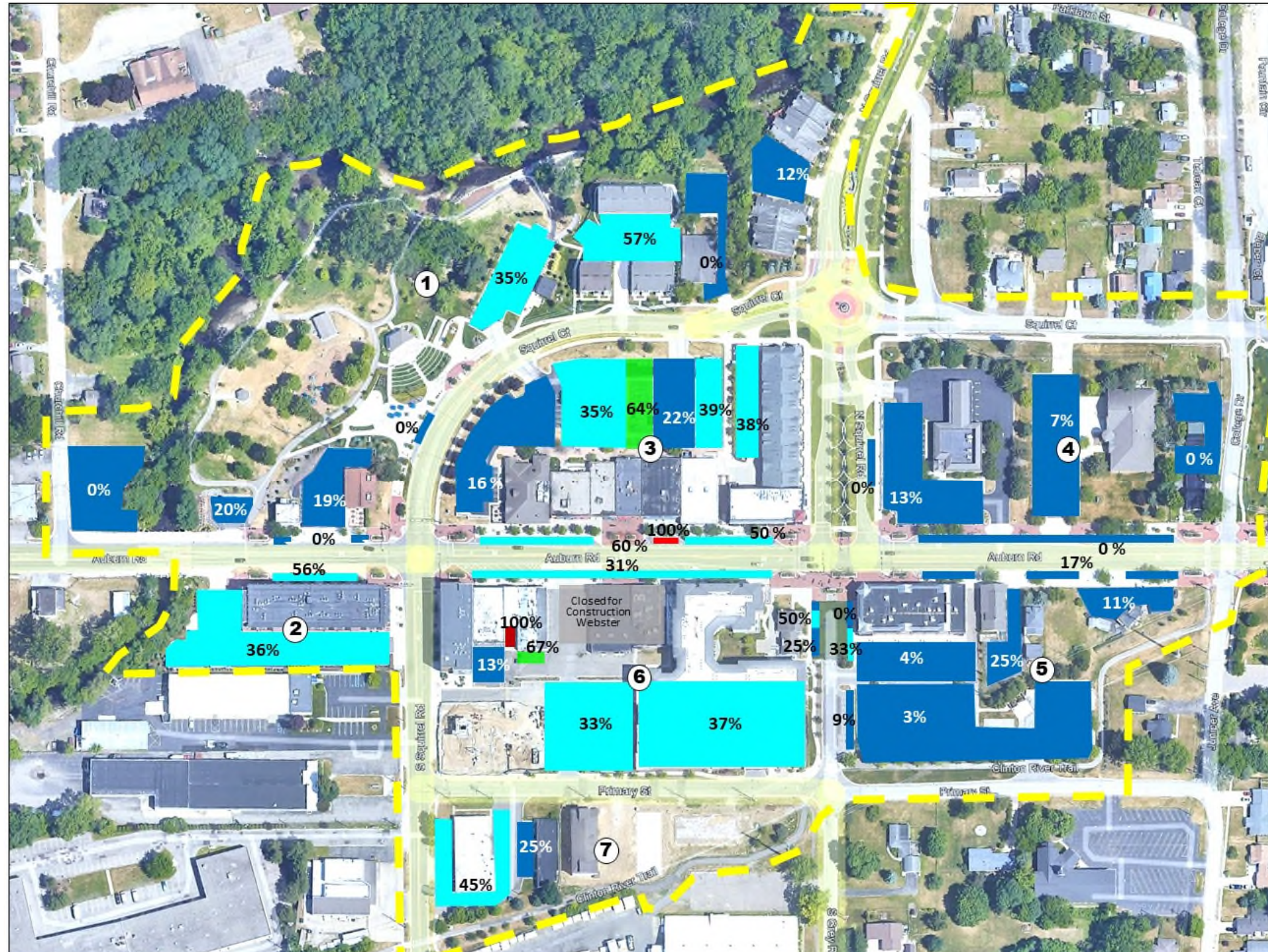
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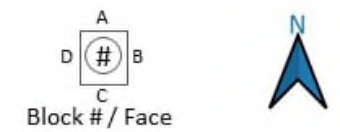


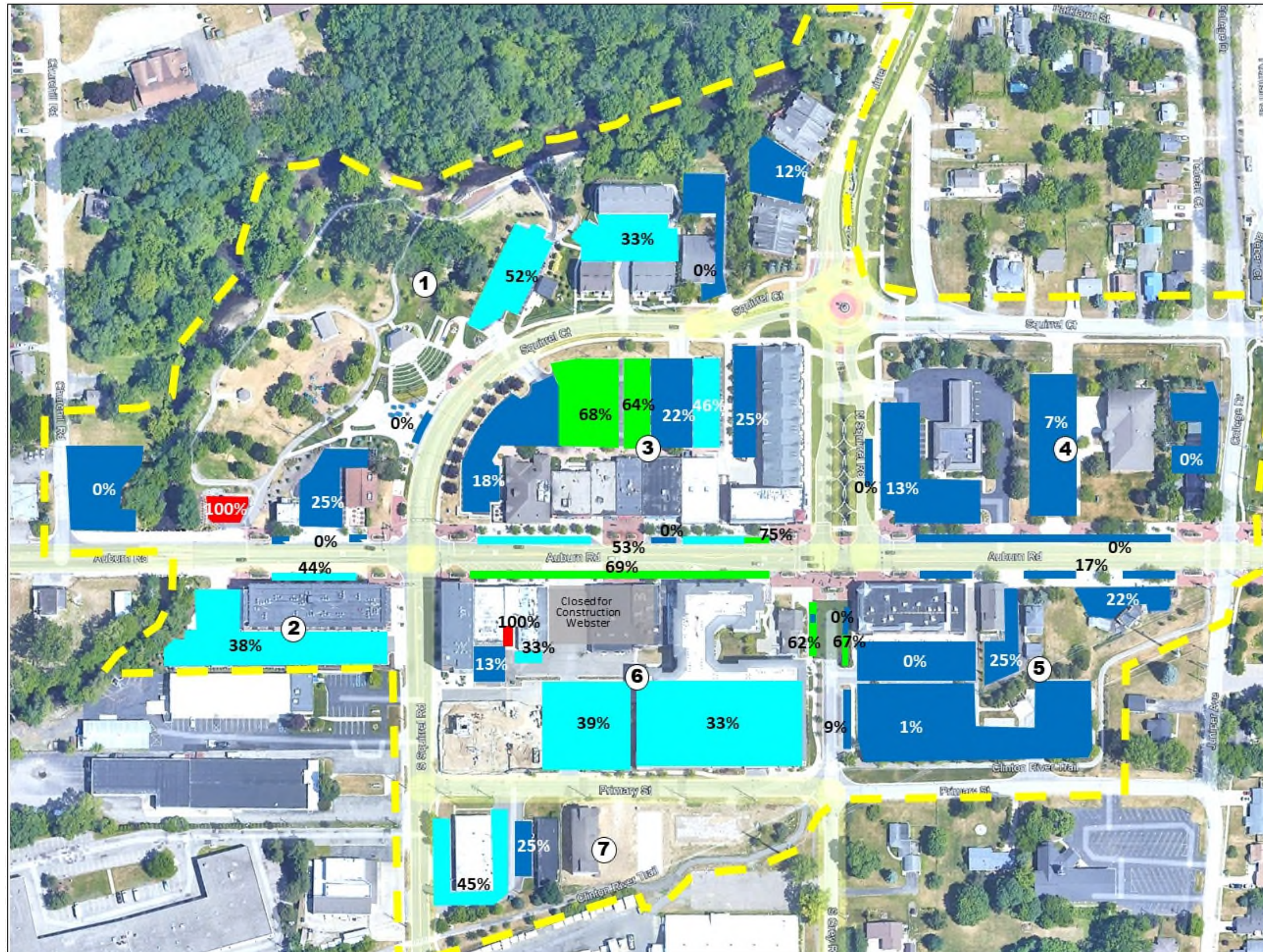
City of Auburn Hills Parking Study

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11:00 AM – 1:00 PM
Saturday, August 12, 2023**

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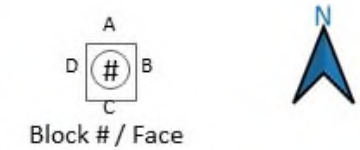


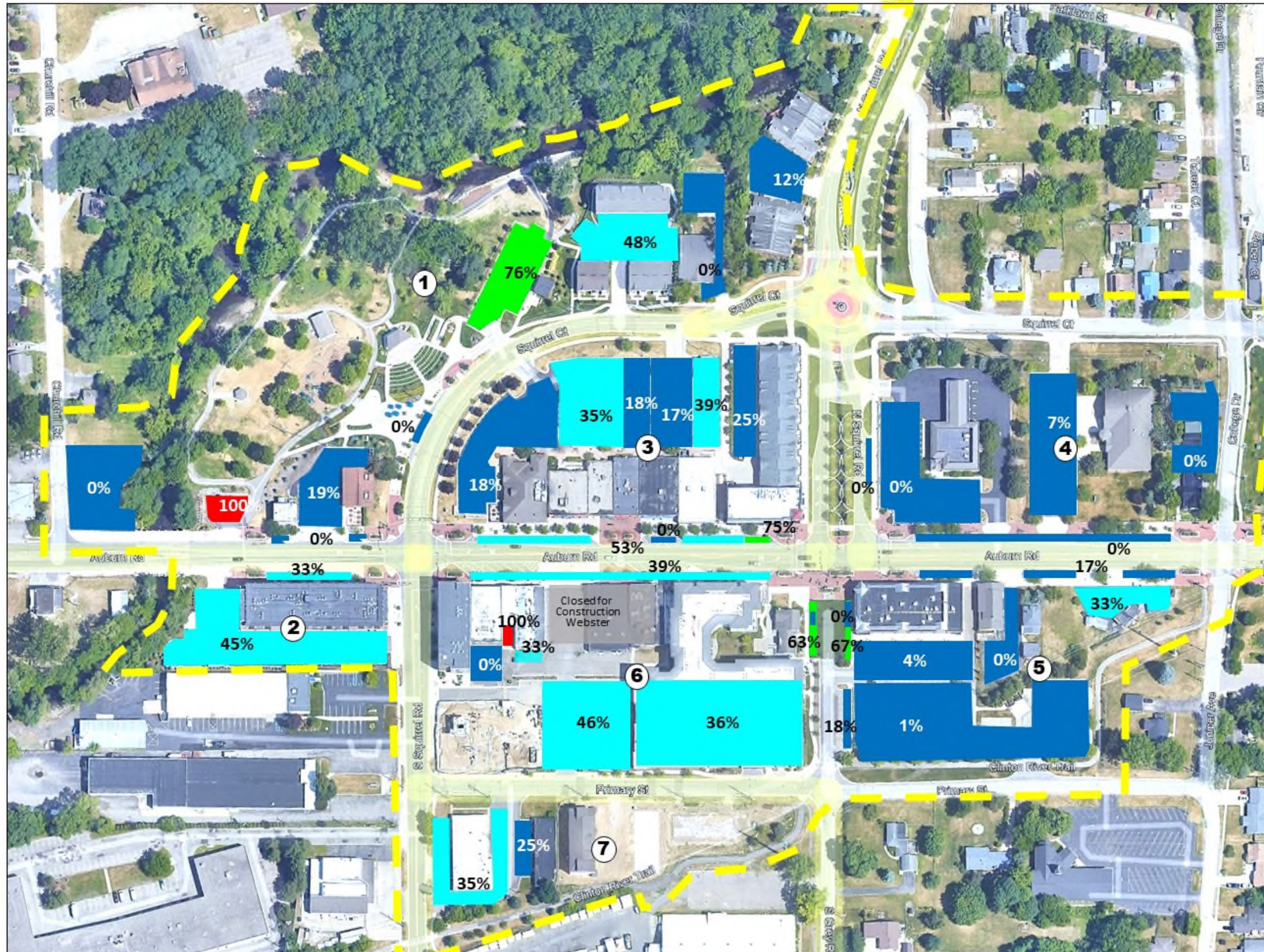
City of Auburn Hills Parking Study

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**City of Auburn Hills
Parking Study**

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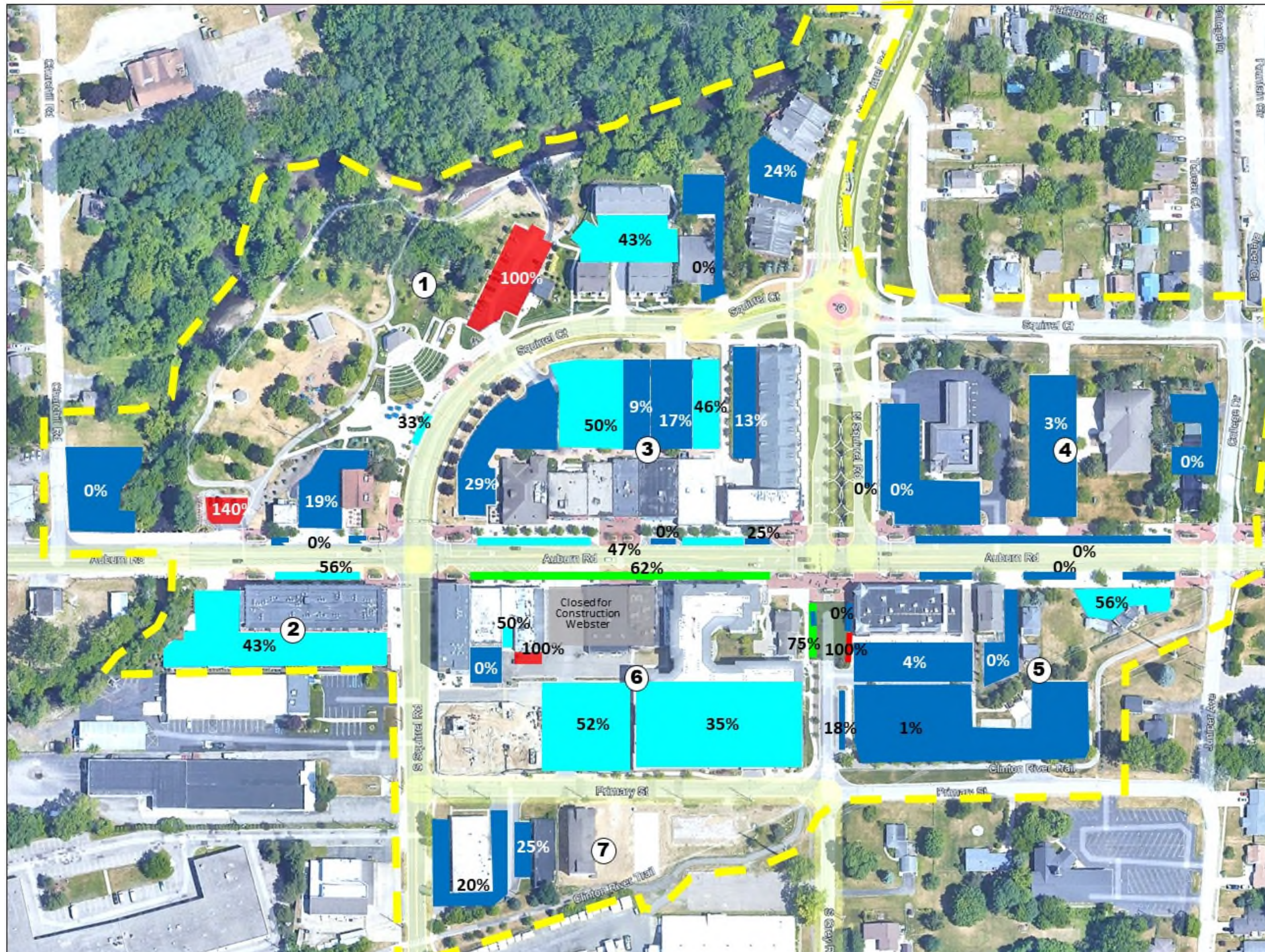
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RICH & ASSOCIATES
 PARKING CONSULTANTS



City of Auburn Hills Parking Study

**Turnover/Occupancy
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Saturday, August 12, 2023

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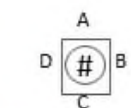
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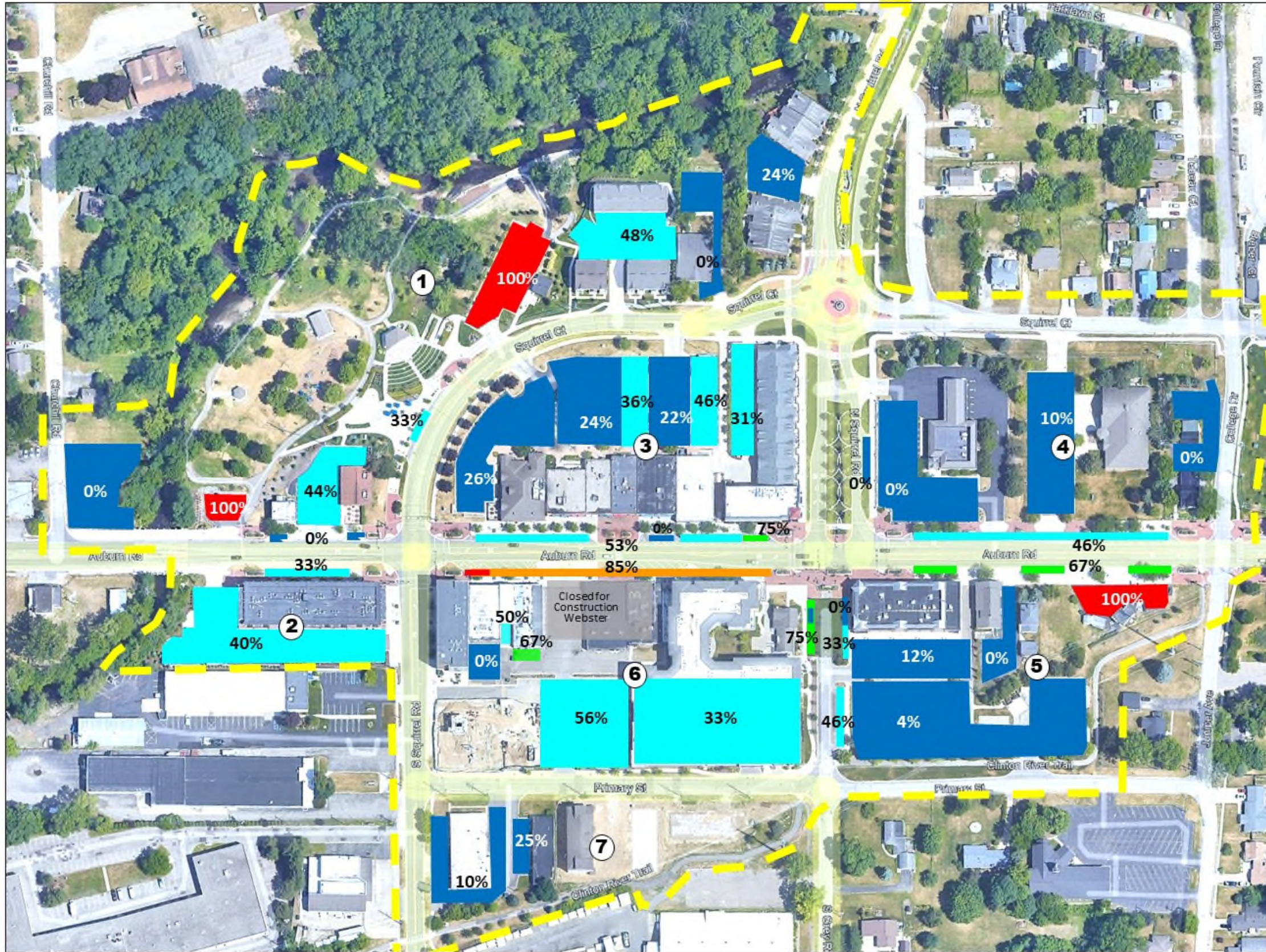
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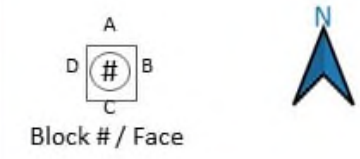


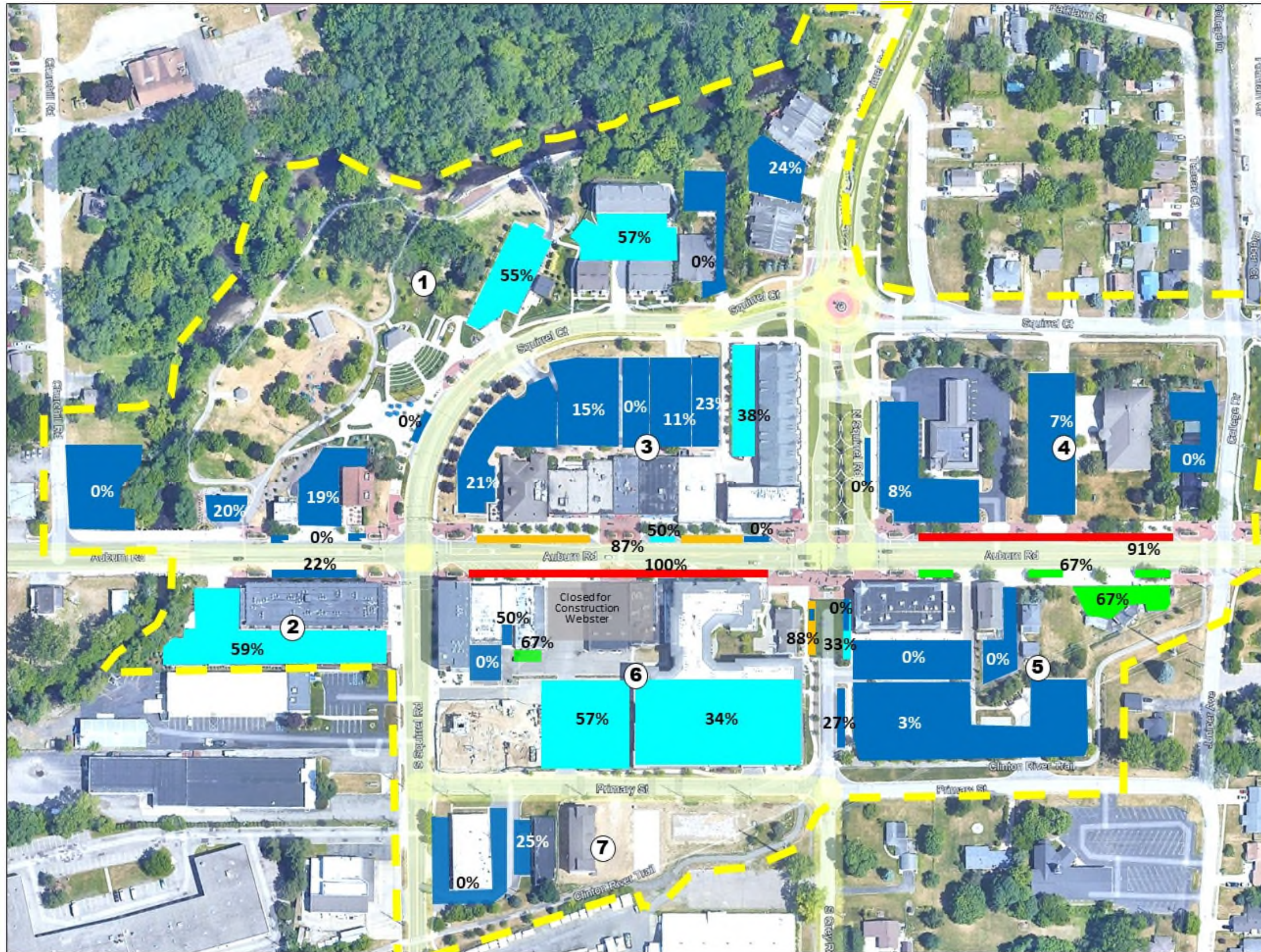
City of Auburn Hills Parking Study

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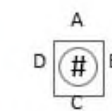
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CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7C

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: March 5, 2024
Subject: Motion – Approve 2024 Summer Maintenance Agreement with the Road Commission for Oakland County (Street Sweeping)

INTRODUCTION AND HISTORY

In 2017 the City entered into what has become an annual agreement with the Road Commission for Oakland County (RCOC) to provide street sweeping services on county roads within the City's borders. The 14.49 curb-miles of sweeping includes the following:

- Walton Boulevard (City limit to City limit)
- Baldwin Road (City limit to City limit)
- Joslyn Road (City limit to City limit)
- Brown Road (Baldwin Road to Joslyn Road)

The terms of the annual agreement require a minimum of three sweepings. For the services provided, the City receives \$7,955.01 payable to Auburn Hills in two installments. The amount received does exceed the City's expenses for providing the service, which is roughly \$80 per curb-mile.

STAFF RECOMMENDATION

Staff recommends continuing the street sweeping program to extend our in-house street sweeping services to include the above-mentioned county roads within the City borders. The 2023 Summer Maintenance Agreement is attached for City Council's review.

MOTION

Move to authorize the City Manager, as Street Administrator, to accept on behalf of the City of Auburn Hills, the 2022 RCOC Summer Maintenance Agreement to provide street sweeping services on Walton Boulevard, Baldwin Road, Joslyn Road, and parts of Brown Road for an annual compensation of \$7,955.01 payable by RCOC to the City of Auburn Hills.

EXHIBITS

Exhibit 1 – 2024 RCOC Summer Maintenance Agreement

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



QUALITY LIFE THROUGH GOOD ROADS:
ROAD COMMISSION FOR OAKLAND COUNTY
"WE CARE."

Board of Road Commissioners

Ronald J. Fowkes
Commissioner

Andrea LaLonde
Commissioner

Nancy Quarles
Commissioner

Dennis G. Kolar, P.E.
Managing Director

Gary Piotrowicz, P.E., P.T.O.E.
Deputy Managing Director
County Highway Engineer

Highway Maintenance
Department

2420 Pontiac Lake Road
Waterford, MI 48328

248-858-4881

FAX
248-858-7607

www.rcocweb.org

February 27, 2024

Mr. Jason Hefner
Manager Fleet and Roads
City of Auburn Hills
1500 Brown Road
Auburn Hills MI 48326

RE: 2024 Summer Maintenance Agreement

Dear Mr. Hefner:

Attached are two copies of a Summer Maintenance Agreement between the Road Commission for Oakland County and the City of Auburn Hills for sweeping on Walton Boulevard, Joslyn Road, Baldwin Road, and Brown Road within the city limits. The frequency of the sweeping activity for this year is 3 sweepings.

Please note: We are requesting that the City invoice the Road Commission for 65% of the total contract amount on September 15, 2024, and invoice for the remaining 35% upon completion of the last maintenance activity.

If the agreement is satisfactory, please attach certified copies of the resolution of approval by your City Council, and return the two signed copies to this office for approval by the Board of Road Commissioners. One fully signed copy will be returned to you.

Please submit your proof of liability insurance that covers this agreement and particularly covers your personnel and equipment working on county roads under the jurisdiction of the Board of Road Commissioners. As your current Certificate of Membership in the Michigan Municipal Workers Compensation Fund will expire in June, I would appreciate it if you would forward a new certificate at that time. If there are any changes in the coverage during the term of this agreement, we must be notified of these changes.

The Board of County Road Commissioners and I extend our appreciation to you, the City Council and your road employees, for the fine work that has been done in connection with past agreements, and we want to continue to cooperate with you in any way that we can.

Also, please note that the prices in Exhibit A are reflective of our current bids. If you have any questions, please call.

Sincerely,

Darryl M. Heid, P.E.
Director of Highway Maintenance

DMH/lis
attachment

2024 SUMMER MAINTENANCE AGREEMENT
CITY OF AUBURN HILLS

Under 1951 PA 51, As Amended

This Summer Maintenance Agreement (“Agreement”) is made this ____day of_____, 2024, between the Board of County Road Commissioners of the County of Oakland, State of Michigan, a public body corporate, (hereinafter variously referred to as the “Board and as the “Road Commission for Oakland County”) and the **City of Auburn Hills**, Oakland County Michigan, a Michigan municipal corporation hereinafter referred to as the “City.”

WHEREAS, certain county primary and local roads more specifically set forth in Exhibit A, attached hereto, are under the jurisdiction and control of the Board and are located within or adjacent to the City; and

WHEREAS, The City desires to be responsible for certain maintenance of said roads under the terms of this Agreement and the Board is willing to participate in the cost thereof as provided in Section III of this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein as provided, it is hereby agreed as follows:

I

The City hereby agrees to be responsible for performing Summer Maintenance of certain roads under the terms of this Agreement, and the Board agrees to participate in the cost thereof as provided in Section III of this Agreement. “Summer Maintenance,” herein required to be performed by City, shall mean the work and services specified in Exhibit B hereto and this Agreement. All maintenance work and services performed by the City shall be in accordance with the Board’s minimum maintenance standards and this Agreement.

II

The Board has determined and specified the equipment and personnel necessary to provide the Summer Maintenance and the City has acquired the necessary equipment and personnel so specified. The City shall keep accurate and uniform records of all Summer Maintenance work performed pursuant to this Agreement. The Board shall have the right to audit City accounts and records insofar as such documents concern this Agreement and the work and services performed and to be performed hereunder.

III

In consideration of the Summer Maintenance by the City, the Board hereby agrees to pay to the City the sum of **\$7,955.01**, as set forth in Exhibit A, attached hereto and made a part hereof. Such amounts are to be used by the City for Summer Maintenance. Payments are to be made by the Board to the City as follows:

65% on September 15, 2024
35% upon completion of the last Summer Maintenance activity

The making of said payments shall constitute the Board’s entire obligation in reference to Summer Maintenance.

IV

It is specifically understood and agreed by the City and the Board that by undertaking to perform Summer Maintenance of certain county primary roads, the City does not assume the Board's legal duty to

keep said roads in such condition as to be in accordance with MCLA 224.21, reasonably safe and convenient for public travel, other than as may relate to the work and service to be performed as listed in Section I above, and the City hereby agrees to hold harmless, represent, defend with counsel acceptable to the Board, and indemnify the Board; the County of Oakland; the Office of the Oakland County Water Resources Commissioner and any and all applicable drainage districts(s); the Michigan State Department of Transportation and the Transportation Commission; any and all local units(s) of government within which the roads subject to this Agreement are located, and the respective officers, agents and employees of all of the foregoing, against any and all claims, charges, complaints, damages, or causes of action for (a) public or private property damage, (b) injuries to persons, or (c) other claims, charges, complaints, damages or causes of action arising out of the performance or non-performance of the activities which are the subject matter of this Agreement, both known and unknown, whether during the progress or after the completion thereof. However, this harmless provision does not apply in so far as any claim or suit is alleged to be, or demonstrated to be, the result of a defect in highway design or condition and not related to the Summer Maintenance activities set out in Section I. Further, since the Board has the statutory responsibility for maintenance of the roads under this Agreement, it is the intent of the parties that the delegation by this Agreement of those maintenance responsibilities to the City provide immunity to the City as an agent of the County. Therefore, the City falls within the governmental immunity protection of the County.

During that part of the year that the City is providing Summer Maintenance under Section I, the City agrees to notify the Board within 30 days, should it become aware of defects or maintenance requirements in the roads set forth in Exhibit A, if said defects or maintenance requirements are not Summer Maintenance subject to this Agreement.

V

The City shall acquire and maintain, during the term of the Agreement, statutory worker's compensation, employer's liability, automobile and comprehensive general liability insurance coverages, and such other insurance coverages, as described in Exhibit C attached hereto, covering the Board's liability for any and all claims arising out of the City's performance or non-performance of the activities which are the subject matter of this Agreement, and these coverages shall be obtained and maintained in accordance with the requirements set forth in Exhibit C attached hereto and made a part hereof and shall be primary and non-contributory.

VI

The City further agrees to comply with all applicable laws and regulations, including laws and regulations of the State of Michigan for safeguarding the air and waters of the State. In particular, City facilities and operations must meet the provisions of Part 5 (Spillage of Oil and Polluting Materials) rules promulgated pursuant to Part 31, Water Resources Protection, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended. (Rules R324.2001 through R324.2009 address release prevention planning, secondary containment, surveillance, and release reporting requirements).

VII

In accordance with Michigan 1976 PA 453, as amended, and 1976 PA 220, as amended, the Contractor covenants not to discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, or a matter directly or indirectly related to employment, because of race, color, religion, national origin, age, sex, height, weight, marital status or because of a disability that is unrelated to the individual's ability to perform the duties of the particular job or position, and to require a similar covenant on the part of any subcontractor employed in the performance of the Agreement. A breach of this covenant may be regarded as a material breach of this Agreement.

VIII

Contractor shall utilize the provisions of the Federal E-Verify Program to verify the work authorization status of all newly hired employees; and the Road Commission for Oakland County may terminate the contract for failure of Contractor to so comply with the Federal E-Verify Program.

IX

It is the intention of the parties hereto that this Agreement is not made for the benefit of any third party. It is anticipated that subsequent agreements regarding Summer Maintenance activities will be executed annually by the parties hereto.

The terms and conditions of this Agreement shall become effective as of April 1, 2024, and shall continue in full force and effect until a subsequent Summer Maintenance agreement has been executed by the parties hereto or until this Agreement is terminated, as set forth below.

In the event that a subsequent Summer Maintenance agreement has not been executed by the parties hereto on or before October 15, 2024, either party may terminate this Agreement by providing the other party hereto with written notice of intent to terminate, at least thirty (30) days prior to the date of termination.

This Agreement is executed by the Board at its meeting of _____, and by the City by authority of a resolution of its governing body, adopted _____, (copy attached as Exhibit D).

Witnesses:

CITY OF AUBURN HILLS
A Municipal Corporation

_____ By: _____

Its: _____

_____ By: _____

Its: _____

Witnesses:

**BOARD OF COUNTY ROAD COMMISSIONERS
OF THE COUNTY OF OAKLAND,**
A Public Body Corporate

_____ By: _____

Its: _____

_____ By: _____

Its: _____

EXHIBIT A

2024 SUMMER MAINTENANCE AGREEMENT

CITY OF AUBURN HILLS

Sweeping

Walton Boulevard: Rochester Hills city limit to Perry.	3.44 Miles
Joslyn Road: Pontiac city limit to Orion Twp. border.	3.62 Miles
Baldwin Road: Pontiac city limit to Orion Twp. border.	5.01 Miles
Brown Road: Baldwin to Joslyn.	<u>2.42 Miles</u>
Total	14.49 Miles

Sweeping: 14.49 Curb Miles x \$183.75/Curb Mile = \$2,651.67 x 3 Sweepings = \$7,955.01
(both directions, including median)

Total Contract \$7,955.01

EXHIBIT B

2024 SUMMER MAINTENANCE AGREEMENT

CITY OF AUBURN HILLS

WORK TO BE PERFORMED:

1. Sweep all roads listed in Exhibit A, in both directions of travel and around islands, as provided in this Agreement, three (3) times, once between April 15th and May 15th, once between July 15th and August 15th, and once between September 15th and October 15th.
2. The City may at its own expense sweep more frequently, subject to the other terms and conditions of this Agreement, including, without limitation, the indemnification and insurance provisions.

EXHIBIT C

2024 SUMMER MAINTENANCE AGREEMENT

CITY OF AUBURN HILLS

**SPECIAL PROVISION
FOR
INDEMNIFICATION, DAMAGE LIABILITY AND INSURANCE**

**SPECIAL PROVISION
FOR
INDEMNIFICATION, DAMAGE LIABILITY AND INSURANCE**

Indemnification and Damage Liability

See provisions of the maintenance agreement to which this Exhibit C is attached.

Insurance Coverage:

The City, prior to execution of the maintenance agreement, shall file with the Board of County Road Commissioners of the County of Oakland (“Board”), copies of completed certificates of insurance as evidence that it carries adequate insurance satisfactory to the Board; and, without the prior written consent of the Board, the City shall not cancel, reduce, or fail to renew the insurance coverage required by this Agreement. The City shall immediately notify the Board and cease operations upon the occurrence of any cancellation, reduction, modification or termination of insurance required hereunder, and shall not resume operations under this Agreement until all insurance as required by this Agreement is in full force and effect. The City shall provide in a form and substance acceptable to the Board an underwriter’s endorsement to its comprehensive general liability insurance and auto liability insurance, including any excess umbrella insurance, in the amounts set forth on Exhibit C, naming the Board and the Office of the Oakland County Water Resources Commissioner as an additional named insured. The City shall obtain and deliver to the Board a notice of cancellation and non-renewal endorsement, acceptable to the Board, for the general liability, auto liability, and worker’s compensation and employer’s liability policies. Prior to commencing the work, the City shall provide to the Board evidence satisfactory to the Board of payment of the current premium for the required insurance and endorsements and shall also obtain certificates of insurance for each policy, providing for thirty (30) days actual (not “endeavor to”) prior, written notice to the Board by the insurance carrier of any cancellation, termination reduction or material change of the policy. The City shall make sure that each of its subcontractors, if any, providing any of the work and services under this contract, shall obtain and maintain insurance as set forth in this Agreement.

The City shall provide the following insurance coverages which shall be primary and non-contributory:

- a. Workmen’s Compensation Insurance: The insurance shall provide protection for the City’s employees, to the statutory limits of the State of Michigan and \$500,000 employer’s liability. The indemnification obligation under this section shall not be limited in any ways by any limitation on the amount or type of damages, compensation or benefits payable by or for the City under worker’s disability compensation coverage established by law.
- b. Bodily Injury and Property Damage Other than Automobile: The insurance shall provide protection against all claims for damages to public or private property, and injuries to persons arising out of and during the progress and to the completion of the work, and with respect to product and completed operations for one year after completion of the work.

Bodily Injury Liability Each Person: \$1,000,000 Each Occurrence: \$1,000,000 Aggregate: \$2,000,000 -and- Property Damage Liability: Each Occurrence: \$250,000 Aggregate: \$250,000	Or: Single Limit: Bodily injury and Property Damage Each Occurrence: \$1,000,000 Aggregate: \$2,000,000
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Such insurance shall include: 1) explosion, collapse, and underground damage hazards (x,c,u), which shall include, but not be limited to coverage for (a) underground damage to facilities due to drilling and excavating with mechanical equipment; and (b) collapse or structural injury to structures due to blasting or explosion, excavation, tunneling, pile driving, cofferdam work, or building moving or demolition; (2) products and completed operations; (3) contractual liability; and (4) independent contractors' coverages.

- c. Bodily Injury Liability and Property Damage Liability - Automobiles (Comprehensive Auto Liability)
 The minimum limits of bodily injury liability and property damage liability shall be:

Bodily Injury Liability Each Person: \$500,000 Each Occurrence: \$1,000,000 -and- Property Damage Liability: Each Occurrence: \$1,000,000	Or: Single Limit: Bodily Injury and Property Damage Each Occurrence: \$2,000,000
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Such insurance shall include coverage for all owned, hired, and non-owned vehicles.

- d. Excess and Umbrellas Insurance – The City may substitute corresponding excess and/or umbrella liability insurance for a portion of the above listed requirements in order to meet the specified minimum limits of liability.
- e. The City shall provide for and in behalf of the Board and all agencies specified by the Board, as their interest may appear, Owner's Protective Public Liability Insurance. Such insurance shall provide coverage and limits the same as the City's Public Liability Insurance.

Reports – The City or his insurance carrier shall immediately report all claims received which relate to the Contract, and shall also report claims investigations made, and disposition of claims to the County Highway Engineer.

See provisions of the maintenance agreement to which this Exhibit C is attached.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7D

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: March 12, 2024
Subject: Motion – Approve the Repair of our Henderson Brine Maker

INTRODUCTION AND HISTORY

In December 2021, City Council approved the purchase of a Henderson BrineXtreme Infinity System (for \$231,370.00) as an upgrade and major improvement for the City's winter operations. This machine manufactures 23% concentration salt brine from rock salt and water about 7-10 times faster than our previous production rate with roughly a 50% decrease in labor while it manufactures. The use of salt brine has decreased the amount of salt used during a storm by the roads division by as much as 50%, the grounds division by as much as 80%, and allows for pre-treating roads and sidewalks.

The system was delivered and installed in the spring of 2022. Last month, the Department of Public Works had a water line failure within the area where the brine maker is located. The water through this failure sprayed onto the Festo Assembly (essentially the electronic controls of the system), resulting in its failure. These parts are single source to Casper's Truck Equipment as they are the sole source vendor of the Henderson System to this region of the country. The new Festo Assembly will cost \$23,725.31. With \$1,560 in labor, the total cost of the repair will be \$25,285.31.

While this outcome was unexpected, the DPW has begun to implement and create new protections to assist in preventing this kind of event in the future. First, some of the plastic pipes have been replaced with copper. Second, valves have been added to isolate this part of our building's water system and they are to be turned off when the machine is not manufacturing brine. Lastly, a shielding system is being created to help prevent water from spraying onto the controls should a failure occur in the future.

STAFF RECOMMENDATION

Staff recommends approval of the repair quote in the amount of \$25,285.31 to Casper's Truck Equipment of Appleton, Wisconsin. The repair will be paid from fleet repair and service – external account (661-594-932.001).

MOTION

Move to approve of the repair quote in the amount of \$25,285.31 to Casper's Truck Equipment of Appleton, Wisconsin.

EXHIBITS

Exhibit 1 - Quote

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



Quote

Mission Truck Equipment, LLC
700 Randolph Drive
Appleton, WI 54913
(920) 687-1111

Customer No: AU1101
Order No.: 0055492

Ship To:

Bill To: City of Auburn Hills
 1827 N. Squirrel Road
 Auburn Hills, MI 48326

City of Auburn Hills
 1827 N. Squirrel Road
 Auburn Hills, MI 48326

Date	Ship VIA	F.O.B.	Terms
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2/28/2024

Net 30

Purchase Order Number	Required Date	Salesperson:	Our Order Number
-----------------------	---------------	--------------	------------------

Quote

3/29/2024

TR Miller

0055492

Quantity			Item Number	Description	Price	Amount
Required	Shipped	B.O.				
12.000	0.000	0.000	/BRINE INSTALL LABOR	Brine Service Repair Labor	130.00	1,560.00
1.000	0.000	0.000	140747	ultimate Festo Assembly	23,725.31	23,725.31

Order Subtotal:	25,285.31
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Order Total	25,285.31



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7E

POLICE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Ryan Gagnon, Chief of Police
Submitted: March 12, 2024
Subject: Motion – Approval of Police Uniform Vendor

INTRODUCTION AND HISTORY

Historically, the Police Department contracts with a vendor for police uniforms and equipment for a period of up to three years. With the approval of the 2024 budget the Police Department is ready to move forward with selecting a vendor for police uniforms.

The Police Department researched and evaluated different uniforms products available to law enforcement agencies. The Blauer Manufacturing uniform product line was chosen because they are durable, provide a professional appearance, and are made with high end materials that stand up to all weather conditions. The department has utilized Blauer Manufacturing uniforms since approximately 2010 and has been extremely satisfied with their product line.

The Blauer Manufacturing uniform products currently available to law enforcement agencies are made with a proprietary stretch ripstop material with a durable water repellent coating, are lighter, and provide more ease of movement for officers compared to the current uniforms being worn. The Police Department made a request in the 2024 budget for the purchase of new uniforms for all sworn personnel for a total of \$93,000.00.

The Police Department is proposing to purchase the Blauer Manufacturing uniforms through Sourcewell. The Sourcewell cooperative agency administered a Uniforms, Clothing, & Accessories RFP on a national basis and Blauer Manufacturing was awarded the contract after rigorous evaluation and review. Blauer's Sourcewell contract is structured to allow any Sourcewell member to specify a distributor as the sales and service subcontractor that wants to use Blauer's contract. The City of Auburn Hills currently has an account with Sourcewell. The department received the below Blauer product pricing quotation directly from Sourcewell.

Brand	Description	Pricing
Blauer	FlexRS Cargo Pocket Pant (navy)	\$81.00
Blauer	FlexRS Covert Tactical Pant (navy)	\$81.00
Blauer	FlexHeat Detail Pant (navy)	\$113.00
Blauer	Mock Turtleneck (navy)	\$36.00
Blauer	Performance Polo	\$45.00
Blauer	FlexHeat Winter Base Shirt (navy)	\$86.00
Blauer	FlexRS Long Sleeve Base Shirt (navy)	\$63.00
Blauer	FlexRS Short Sleeve Base Shirt (navy)	\$59.00
Blauer	FlexRS Long Sleeve SuperShirt (navy)	\$77.00
Blauer	FlexRS Short Sleeve SuperShirt (navy)	\$72.00
Blauer	Superlight Flex Shell Jacket (navy)	\$387.00
Blauer	Reversible Raincoat	\$215.00
Blauer	Reversible Hat Cover	\$14.00
Blauer	Knit Watch Cap (navy)	\$24.00
Blauer	Skull Cap (navy)	\$27.00
Blauer	Breakaway Safety Vest	\$59.00

\$93,000.00 was approved in the 2024 approved budget to purchase uniforms and equipment.

On Duty Gear LLC is a licensed distributor of Blauer Manufacturing Uniforms and is a local Sourcewell vendor. Lastly, the police department has contracted with On Duty Gear LLC since 2010 and has been pleased with their uniform products and service. On Duty Gear LLC has priced the uniforms 10% below the Blauer Sourcewell contract and the pricing is reflected in the quotation received from Sourcewell.

The department's recommendation is to purchase uniforms utilizing Sourcewell with On Duty Gear LCC being the vendor. On March 5, 2024, the proposal to purchase uniforms utilizing Sourcewell with On Duty Gear LLC being the vendor was presented to the Public Safety Advisory Committee and they recommend approval.

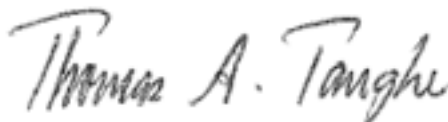
STAFF RECOMMENDATION

Recommend the approval to purchase uniforms utilizing Sourcewell with On Duty Gear LCC being the vendor.

MOTION

Move to approve the purchase of uniforms utilizing Sourcewell with On Duty Gear LLC being the vendor for a period of up to three years, at a cost not to exceed \$93,000.00 in 2024 and authorize the City Manager to convey acceptance by purchase order.

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7F

POLICE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Ryan Gagnon, Chief of Police
Submitted: March 12, 2024
Subject: Motion – Approval of Police Vehicle Changeover Vendor

INTRODUCTION AND HISTORY

Historically, the Police Department contracts with a vendor for police vehicle changeovers for a period of up to three years. The department made a request in the 2024 budget to equip and outfit five new police patrol vehicles and three unmarked detective vehicles. With the approval of the 2024 budget, the department is ready to move forward with the vehicle changeovers.

The 2024 police patrol vehicle changeovers will consist of stripping out five 2019 Dodge Chargers that will be taken out of service due to high mileage and outfitting five new Dodge Durango patrol vehicles. The unmarked detective vehicle changeover in 2024 will consist of outfitting three new unmarked vehicles. In 2025, a 2019 Chevrolet Tahoe is scheduled to be taken out of service due to high mileage and replaced by a Dodge Durango. The contracting company will utilize as much of the current equipment for both the police patrol vehicles and unmarked detective vehicles as possible. The remaining equipment will be purchased by the contracting company as specified in the invitation to bid.

On January 4, 2024, an invitation to bid was placed on BidNet Direct for the contract to outfit and equip new police vehicles for a period of up to three years. The closing of the bid was February 9, 2024, at 1:00 p.m. at the City of Auburn Hills City Clerk's office. One (1) vendor responded with a sealed bid.

Vendor	Location	Charger to Durango Per Changeover	Tahoe to Durango Per Changeover	Detective Unmarked Per Changeover
Cynergy Products	Troy, MI	\$13,894.50	\$13,894.50	\$1,400.00

\$101,000.00 was approved in the 2024 approved budget for police department vehicle changeover and expenses.

The department has contracted with Cynergy Products for vehicle changeovers since 2018. On March 5, 2024, the proposal to utilize Cynergy Products as the vendor for police vehicle changeovers was presented to the Public Safety Advisory Committee and they recommend approval.

STAFF RECOMMENDATION

Recommend the approval to utilize Cynergy Products as the vendor for police vehicle changeovers for a period of up to three years.

MOTION

Move to approve Cynergy Products as the vendor for police vehicle changeovers for a period of up to three years, at a cost not to exceed \$101,000.00 in 2024 and authorize the City Manager to convey acceptance by purchase order.

I CONCUR:

Thomas A. Tanghe

THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7G

POLICE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Ryan Gagnon, Chief of Police
Submitted: March 12, 2024
Subject: Motion – To Approve the 2024 HIDTA Sub-Recipient Agreement with Oakland County

INTRODUCTION AND HISTORY

In 2014, City Council approved an inter-local agreement to enter the Oakland County Narcotics Enforcement Team. This team is largely supported by federal and state grants and forfeiture dollars derived from the proceeds of criminal enterprises. Part of the funding is a federal grant known as High-Intensity Drug Trafficking Area (HIDTA). HIDTA was created by Congress with the Anti-Drug Abuse Act of 1988 and provides assistance to federal, state, local, and tribal law enforcement agencies operating in areas determined to be critical drug-trafficking regions of the United States. This grant program is administered by the Office of National Drug Control Policy (ONDCP). There are currently 28 HIDTAs, which include approximately 16 percent of all counties in the United States and 60 percent of the U.S. population. HIDTA-designated counties are located in 46 states, as well as in Puerto Rico, the U.S. Virgin Islands, and the District of Columbia. The DEA plays a very active role and has 589 authorized special agent positions dedicated to the program. At the local level, the HIDTAs are directed and guided by Executive Boards composed of an equal number of regional federal and non-federal (state, local, and tribal) law enforcement leaders.

The purpose of the HIDTA program is to reduce drug trafficking and production in the United States by:

- Facilitating cooperation among federal, state, local, and tribal law enforcement agencies to share information and implement coordinated enforcement activities;
- Enhancing law enforcement intelligence sharing among federal, state, local, and tribal law enforcement agencies;
- Providing reliable law enforcement intelligence to law enforcement agencies to facilitate the design of effective enforcement strategies and operations; and
- Supporting coordinated law enforcement strategies that make the most of available resources to reduce the supply of illegal drugs in designated areas of the United States and in the Nation as a whole.

HIDTA requires an agreement for the purpose of delineating the relationship and responsibilities regarding the County's uses of grant funds to reimburse municipalities for overtime expenses that are incurred related to its participation in the Oakland County Narcotic Enforcement Team ("N.E.T.")

Oakland County submitted an Initiative Description and Budget Proposal to the Executive Board for Michigan HIDTA requesting the United States Office of National Drug Control Policy to grant N.E.T an award of \$132,300.00 for the 2024 program year to reimburse N.E.T. participating agencies for eligible law enforcement overtime costs.

The City of Auburn Hills is a sub-recipient and therefore must enter into the attached sub-agreement with Oakland County.

The attached inter-local agreement has been reviewed by City Attorney, Mr. Derk Beckerleg and found to be satisfactory from a legal standpoint.

STAFF RECOMMENDATION

Staff recommends the approval of the 2024 HIDTA Agreement between Oakland County and the City of Auburn Hills.

MOTION

Move to approve the 2024 HIDTA Agreement between Oakland County and the City of Auburn Hills and authorize the Chief of Police to sign the agreement on behalf of the city.

I CONCUR:

Handwritten signature of Thomas A. Tanghe in cursive script.

THOMAS A. TANGHE, CITY MANAGER

**PROGRAM YEAR 2024
HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA)
SUBRECIPIENT AGREEMENT BETWEEN
THE COUNTY OF OAKLAND AND CITY OF AUBURN HILLS
Unique Entity Identifier (UEI) #: D7A5CMRW1MD6**

This Agreement is made between Oakland County, a Constitutional Corporation, 1200 North Telegraph, Pontiac, Michigan 48341 ("County") and City of Auburn Hills, 1827 N. Squirrel Rd., Auburn Hills, MI 48326, a Michigan Municipal Corporation ("Municipality"). The County and Municipality shall be collectively referred to as the "Parties."

PURPOSE OF AGREEMENT.

The Parties enter into this Agreement for the purpose of delineating their relationship and responsibilities regarding the County's use of Grant funds (defined below) to reimburse the Municipality for overtime expenses that it incurred related to its participation in the Oakland County Narcotic Enforcement Team ("N.E.T."), a multijurisdictional drug enforcement task force under the direction and supervision of the Oakland County Sheriff's Office ("OCSO").

Under the Parties' separate N.E.T. agreement, the Municipality is responsible for providing a full-time employee for participation in N.E.T. and for all costs associated with that employment, including overtime.

The County, as the legal entity that administers N.E.T., submitted an Initiative Description and Budget Proposal (Exhibit A) to the Executive Board for Michigan HIDTA requesting the United States Office of National Drug Control Policy ("ONDCP") to grant N.E.T. an award for program year (PY) 2024 to reimburse N.E.T. participating agencies for eligible law enforcement officer overtime. PY 2024 begins January 1, 2024, and ends December 31, 2024.

If ONDCP grants N.E.T. an award for PY 2024, the ONDCP disburses the HIDTA grant funds to the City of Novi. To receive the Grant funds for overtime costs, N.E.T. must submit requests for reimbursement with the required supporting documentation to Michigan HIDTA. If Michigan HIDTA approves the N.E.T. overtime reimbursement requests, the City of Novi should distribute the Grant funds to County on behalf of N.E.T. The County has the authority to allocate a portion of the Grant funds to reimburse the Municipality for qualifying overtime costs subject to the terms and conditions of this Agreement.

In consideration of the mutual promises, obligations, representations, and assurances in this Agreement, the Parties agree to the following:

- DEFINITIONS.** The following terms, whether used in the singular or plural, within or without quotation marks, or possessive or nonpossessive, shall be defined, read, and interpreted as follows:

2024 HIGH INTENSITY DRUG TRAFFICKING AREA (HIDTA) GRANT
SUBRECIPIENT AGREEMENT BETWEEN
OAKLAND COUNTY
AND
CITY OF AUBURN HILLS

- 1.1. **Claim** means any alleged loss, claim, complaint, demand for relief or damages, cause of action, proceeding, judgment, deficiency, liability, penalty, fine, litigation, costs, and/or expenses, including, but not limited to, reimbursement for attorney fees, witness fees, court costs, investigation expenses, litigation expenses, and amounts paid in settlement, which are imposed on, incurred by, or asserted against the County or Municipality, or the County's or Municipality's agents or employees, whether such claim is brought in law or equity, tort, contract, or otherwise.
- 1.2. **Grant funds** mean the funds that may be awarded to the County and the other participating agencies in N.E.T. pursuant to Michigan HIDTA Initiative Description and Budget Proposal Version 2024 (Exhibit A) submitted to Michigan HIDTA by County on behalf of itself and the other participating agencies in N.E.T.

2. **EXHIBITS**. The Exhibits listed below are incorporated and are part of this Agreement.

- 2.1. **Exhibit A** – Michigan HIDTA Initiative Description and Budget Proposal Version 2024.
- 2.2. **Exhibit B** - Template Request for HIDTA Overtime Reimbursement (Locals to County).
- 2.3. **Exhibit C** – Sample letter regarding notification of current overtime pay rate.
- 2.4. **Exhibit D** – Sample overtime slip, signed by the officer's supervisor that supports each Request for HIDTA Overtime Reimbursement.
- 2.5. **Exhibit E** – Sample paystub or payroll report that supports each Request for HIDTA Overtime Reimbursement.

3. **FEDERAL AWARD PROJECT DESCRIPTION**.

- 3.1. Catalog of Federal Domestic Assistance (“CFDA”) #: 95.001
- 3.2. Federal Awarding Agency: United States Office of National Drug Control Policy (“ONDCP”)
- 3.3. Program: High Intensity Drug Trafficking Areas (HIDTA)
 - 3.3.1. HIDTA Objective: To reduce drug trafficking and drug production in the United States by: (A) facilitating cooperation among Federal, State, local, and tribal law enforcement agencies to share information and implement coordinated enforcement activities; (B) enhancing law enforcement intelligence sharing among Federal, State, local, and tribal law enforcement agencies; (C) providing reliable law enforcement intelligence to law enforcement agencies needed to design effective enforcement strategies and operations; and (D) supporting coordinated law enforcement strategies which maximize use of available resources to reduce the supply of illegal drugs in designated areas and in the United States as a whole.
- 3.4. Period of Performance: January 1, 2024, through December 31, 2024.

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3.5. The Federal Award Identification Number (FAIN) is provided in the HIDTA Grant Agreement between ONDCP and the City of Novi, which is incorporated into this Agreement by reference.

4. USE OF HIDTA FUNDS.

4.1. The total amount of the federal award for overtime costs committed to the Municipality and obligated by this action by the County to the Municipality is not to exceed **\$6,000.00** for each participating law enforcement officer unless otherwise provided herein. That amount is based on the number of N.E.T participating agencies and eligible law enforcement officers at the time this Agreement was executed by both Parties. If the number of N.E.T participating agencies and/or eligible law enforcement officers changes during the term of this Agreement, the total amount of the federal award for overtime costs committed to the Municipality and obligated by this action by the County to the Municipality amount may change as funds are available on a pro rata basis. Such commitment and obligation for overtime costs is contingent upon the ONDCP awarding the Grant funds to N.E.T and the City of Novi reimbursing the County.

4.2. The County will reimburse the Municipality up to **\$6,000.00** for each participating law enforcement officer for qualifying N.E.T.-related overtime unless otherwise provided herein. That amount is based on the number of N.E.T participating agencies and eligible law enforcement officers at the time this Agreement was executed by both Parties. If the number of N.E.T participating agencies and/or eligible law enforcement officers changes during the term of this Agreement, the maximum reimbursement amount may change as funds are available on a pro rata basis. Such reimbursement shall only be made after the supporting documentation is submitted by the Municipality and approved by the County, as described in Paragraph 5.1. Such reimbursement is contingent upon the ONDCP awarding the grant funds to N.E.T and the City of Novi reimbursing the County.

4.2.1. HIDTA funds shall be used to pay overtime only if the overtime was performed in support of a HIDTA-designated Enforcement initiative or Intelligence and information Sharing Initiative. HIDTA funds shall not be used to pay overtime related to training attendance, financial management, drug treatment, drug demand reduction or prevention, or non-investigative related administrative work.

4.2.2. No HIDTA funds shall be used to supplant the Municipality's funds that would otherwise be made available for the same purposes.

4.3. There is no research and development performed pursuant to this Agreement.

4.4. No indirect costs shall be charged or reimbursed under performance of this Agreement.

5. REIMBURSEMENT OF ELIGIBLE N.E.T. OVERTIME.

5.1. To request reimbursement for eligible N.E.T. overtime costs, the Municipality shall submit to the County the documentation described in the following subparagraphs no later than thirty (30) days after PY 2024 has expired. If the County, in its sole discretion, determines that the

documentation submitted by the Municipality does not reconcile, then the Municipality shall provide any additional documentation requested by the County in order to process payment.

- 5.1.1. A fully completed and signed Request for HIDTA Overtime Reimbursement attached as Exhibit B.
 - 5.1.2. A letter substantively similar to the sample letter regarding notification of current overtime pay rate attached as Exhibit C.
 - 5.1.3. Overtime slips, signed by the officer's supervisor, that support each Request for HIDTA Overtime Reimbursement. The overtime slips shall be substantively similar to the sample overtime slip attached as Exhibit D.
 - 5.1.4. The paystub or payroll report that supports each Request for HIDTA Overtime Reimbursement. The paystub or payroll report shall be substantively similar to the sample paystub attached as Exhibit E.
- 5.2. County will only reimburse Municipality for approved overtime costs after County has received the Grant funds from the City of Novi for that particular reimbursement request.

6. GENERAL COMPLIANCE.

- 6.1. The Municipality shall comply with to 28 C.F.R. Part 69 (New Restrictions on Lobbying) and 2 C.F.R. Part 25 (Universal Identifier and System of Award Management).
- 6.2. The Municipality shall comply with the Government-wide Suspension and Debarment provision set forth at 2 CFR Part 180.
- 6.3. The Municipality shall perform all activities in accordance with The Uniform Administrative Requirements, Cost Principles, and Audit Requirements in 2 C.F.R. Part 200 (the "Part 200 Uniform Requirements"), as adopted and implemented by the Office of National Drug Control Policy (ONDCP) in 2 C.F.R. Part 3603. For this award, the Part 200 Uniform Requirements supersede, among other things, the provisions of 28 C.F.R. Parts 66 and 70, as well as those of 2 C.F.R. Parts 215, 220, 225, and 230.
- 6.4. The Municipality shall comply with ONDCP's HIDTA Program Policy and Budget Guidance, all other applicable Federal, state, and local laws and regulations, and the terms and conditions contained in this Agreement.
- 6.5. The Municipality shall comply with all applicable requirements for subrecipients that are provided in the HIDTA Grant Agreement between ONDCP and the City of Novi. The HIDTA Grant Agreement between ONDCP and the City of Novi will be provided to the Municipality within a reasonable time after the County receives a copy of it.
- 6.6. As specified in the HIDTA Program Policy and Budget Guidance, the Municipality must:

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- 6.6.1. Establish and maintain effective internal controls over the Federal award that provides reasonable assurance that Federal award funds are managed in compliance with Federal statutes, regulations and award terms and conditions. These internal controls should be in compliance with the guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States and the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).
- 6.6.2. Comply with Federal statutes, regulations, and the terms and conditions of the Federal awards.
- 6.6.3. Evaluate and monitor compliance with applicable statute and regulations, and the terms and conditions of the Federal award.
- 6.6.4. Take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.
- 6.6.5. Take reasonable measures to safeguard protected personally identified information (PII) and other information ONDCP or the Municipality designates consistent with applicable Federal, state, and local laws regarding privacy and obligations of confidentiality.

7. FINANCIAL ACCOUNTABILITY AND AUDIT REQUIREMENTS.

- 7.1. The Municipality shall maintain standards of financial accountability that conform to 2 C.F.R. §200.302 (Financial Management) and 2 C.F.R. §200.303 (Internal Controls).
- 7.2. The Municipality shall comply with audit requirements contained in 2 C.F.R. Part 200, Subpart F, which requires the Municipality to have an annual audit conducted within nine (9) months of the end of their fiscal year, if the Municipality has an aggregate expenditure of more than \$750,000 in federal funds in a fiscal year. Any deficiencies noted in audit reports must be fully cleared by the Municipality within thirty (30) days after receipt of same. The Grant funds spent by the County on behalf of the Municipality for training expenses shall be included on the Schedule of Expenditures of Federal Awards if the Municipality is required to have a single audit performed. Municipalities that are exempt from the Single Audit requirements that receive less than \$750,000 of total Federal funding must submit a Financial Statement Audit prepared in accordance with Generally Accepted Auditing Standards (“GAAS”) if the audit includes disclosures that may negatively impact the HIDTA program including, but not limited to fraud, financial misstatements, and violations of any contract or grant provisions. The County shall have the right to review and audit all records of the Municipality pertaining to any payment by the County.

8. CONFLICT OF INTEREST.

- 8.1. The Municipality shall comply with the following ONDCP conflict of interest policies:

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- 8.1.1. As a non-Federal entity, you must maintain written standards of conduct covering conflicts of interest and governing the performance of your employees engaged in the selection, award, and administration of subawards and contracts.
- 8.1.2. None of your employees may participate in the selection, award, or administration of a subaward or contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from an organization considered for a subaward or contract. The officers, employees, and agents of the non-Federal entity must neither solicit nor accept gratuities, favors, or anything of monetary value from subrecipients or contractors or parties to subawards or contracts.
- 8.1.3. If you have a parent, affiliate, or subsidiary organization that is not a State, local government, or Indian tribe, you must also maintain written standards of conduct covering organizational conflicts of interest. Organizational conflicts of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, you are unable or appear to be unable to be impartial in conducting a sub-award or procurement action involving a related organization.

9. MANDATORY DISCLOSURE.

- 9.1. As a non-Federal entity, the Municipality must disclose, in a timely manner, in writing to ONDCP all violations of Federal criminal law involving fraud, bribery or gratuity violations potentially affecting the Federal award. Non-Federal entities that have received a Federal award that includes the term and condition outlined in 200 CFR Part 200, Appendix XII “Award Term and Condition for Recipient Integrity and Performance Matters,” are required to report certain civil, criminal, or administrative proceedings to System for Award Management (SAM). Failure to make required disclosures can result in remedies such as: temporary withholding of payments pending correction of the deficiency, disallowance of all or part of the costs associated with noncompliance, suspension, termination of award, debarment, or other legally available remedies outlined in 2 CFR 200.338 “Remedies for Noncompliance”.

10. RECORD RETENTION.

- 10.1. The Municipality shall comply with the record retention provisions of 2 C.F.R. 200.333 (Retention requirements for records).
- 10.2. The Municipality should, whenever practicable, collect, transmit, and store Federal award-related information in open and machine readable formats rather than in closed formats or on paper in accordance with 2 C.F.R. 200.335 (Methods for collection, transmission and storage of information).

11. ACCESS TO RECORDS.

- 11.1. The Federal awarding agency, Inspectors General, the Comptroller General of the United States, and the County, or any of their authorized representatives, have the right of access to any documents, papers, or other records of the Municipal entity which are pertinent to the Federal award, in order to make audits, examinations, excerpts, and transcripts. The right also includes timely and reasonable access to the Municipality's personnel for the purpose of interview and discussion related to such documents. The right of access to the Municipality's records is not limited to the required retention period but last as long as the records are retained.
- 11.2. The Municipality shall permit the County and auditors to have access to the Municipality's records and financial statements as necessary for the County to meet the requirements of 2 C.F.R. Part 200.

12. TERM.

- 12.1. This Agreement and any amendments hereto shall be effective when executed by both Parties with concurrent resolutions passed by the governing bodies of each Party, and when the Agreement is filed according to MCL 124.510. The approval and terms of this Agreement and any amendments hereto shall be entered in the official minutes of the governing bodies of each Party. This Agreement shall end on December 31, 2024.

13. ASSURANCES.

- 13.1. Each Party shall be responsible for its own acts and the acts of its employees and agents, the costs associated with those acts, and the defense of those acts.
- 13.2. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement. The persons signing this Agreement on behalf of each Party have legal authority to sign this Agreement and bind the Parties to the terms and conditions contained herein.
- 13.3. Each Party shall comply with all federal, state, and local ordinances, regulations, administrative rules, laws, and requirements applicable to its activities performed under this Agreement.

14. TERMINATION OF AGREEMENT.

- 14.1. This Agreement may be terminated in whole or in part as follows:
 - 14.1.1. by the County, if the Municipality fails to comply with the terms and conditions of this Agreement;
 - 14.1.2. by the County for cause;

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14.1.3. by the County with the consent of the Municipality, in which case the two parties must agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated;

14.1.4. by the Municipality upon sending to the County written notification setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if the County determines in the case of partial termination that the reduced or modified portion of the subaward will not accomplish the purpose for which this Agreement was made, the County may terminate the Agreement in its entirety.

14.2. The County must provide to the Municipality a notice of termination. Written suspension or notice of termination will be sent to the Municipality's business address. If this Agreement is terminated or partially terminated, both the County and the Municipality remain responsible for compliance with the requirements at 2 CFR 200.343 Closeout and 2 CFR 200.344 Post-closeout Adjustments and Continuing Responsibilities.

15. CLOSEOUT.

15.1. The County shall close-out this Agreement when it determines that all applicable administrative actions and all required work under this Agreement have been completed by Municipality.

15.2. The Municipality shall comply with the closeout provisions of 2 C.F.R. 200.343 (Closeout).

16. POST-CLOSEOUT ADJUSTMENTS AND CONTINUING RESPONSIBILITIES.

16.1. The closeout of this Agreement does not affect any of the following:

16.1.1. The right of County to disallow costs and recover funds on the basis of a later audit or other review. The County must make any cost disallowance determination and notify the Municipality within the record retention period;

16.1.2. The obligation of the Municipality to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments;

16.1.3. Audit requirements in Subpart F—Audit Requirements of 2 C.F.R. Part 200.

16.1.4. Records retention as required in Subpart D—Post Federal Award Requirements of this part, §200.333 Retention requirements for records through §200.337 Restrictions on public access to records.

17. REMEDIES FOR NONCOMPLIANCE.

17.1. If the Municipality fails to comply with federal statutes, regulations, or the terms and conditions of this Agreement, the County may impose additional conditions, as described in 2 CFR §200.207 Specific Conditions. If the County determines that noncompliance cannot be

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remedied by imposing additional conditions, the County may take one or more of the following actions, as appropriate in the circumstances:

- 17.1.1. temporarily withhold cash payments pending correction of the deficiency by the Municipality or more severe enforcement action by the County;
- 17.1.2. disallow (that is, deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
- 17.1.3. wholly or partly suspend or terminate the Agreement;
- 17.1.4. recommend that the Federal awarding agency initiate suspension or debarment proceedings as authorized under 2 CFR Part 180 and Federal awarding agency regulations;
- 17.1.5. withhold further funds for the project or program;
- 17.1.6. take other remedies that may be legally available.

18. NO THIRD-PARTY BENEFICIARIES. Except as provided for the benefit of the Parties, this Agreement does not and is not intended to create any obligation, duty, promise, contractual right or benefit, right to indemnification, right to subrogation, and/or any other right, in favor of any other person or entity.

19. DISCRIMINATION. The Parties shall not discriminate against their employees, agents, applicants for employment, or another persons or entities with respect to hire, tenure, terms, conditions, and privileges of employment, or any matter directly or indirectly related to employment in violation of any federal, state or local law.

20. PERMITS AND LICENSES. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations necessary to carry out its obligations and duties pursuant to this Agreement.

21. RESERVATION OF RIGHTS. This Agreement does not, and is not intended to waive, impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty, or immunity of the Parties.

22. DELEGATION/SUBCONTRACT/ASSIGNMENT. Neither Party shall delegate, subcontract, and/or assign any obligations or rights under this Agreement without the prior written consent of the other Party.

23. NO IMPLIED WAIVER. Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement.

No waiver by either Party shall subsequently affect its right to require strict performance of this Agreement.

24. SEVERABILITY. If a court of competent jurisdiction finds a term, or condition, of this Agreement to be illegal or invalid, then the term, or condition, shall be deemed severed from this Agreement. All other terms, conditions, and provisions of this Agreement shall remain in full force.

25. CAPTIONS. The section and subsection numbers and captions in this Agreement are intended for the convenience of the reader and are not intended to have any substantive meaning. The numbers and captions shall not be interpreted or be considered as part of this Agreement. Any use of the singular or plural number, any reference to the male, female, or neuter genders, and any possessive or nonpossessive use in this Agreement shall be deemed the appropriate plurality, gender or possession as the context requires.

26. NOTICES. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by express delivery service, certified mail, or first-class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent express delivery service or personal delivery; or (3) three days after mailing first class or certified U.S. mail.

26.1. If Notice is sent to the County, it shall be addressed and sent to: Oakland County Board of Commissioners Chairperson, 1200 North Telegraph, Pontiac, Michigan 48341, with a copy to Oakland County Sheriff’s Office, Sheriff Fiscal Officer, 1200 N. Telegraph, Bldg. 38E, Pontiac, Michigan 48341.

26.2. If Notice is sent to the Political Subdivision, it shall be addressed to: City of Auburn Hills.

26.3. Either Party may change the address and/or individual to which Notice is sent by notifying the other Party in writing of the change.

27. CONTACT INFORMATION.

<p><u>County of Oakland</u> Lieutenant Bryan Wood Investigative & Forensic Services Division Narcotics Enforcement Team Office: 248-858-1722 Fax: 248-858-1754 Email: woodb@oakgov.com</p>	<p><u>City of Auburn Hills</u> Chief Ryan Gagnon Auburn Hills Police Department 1899 N. Squirrel Rd. Auburn Hills, MI 48329 Phone: 248-364-6851 Fax: 248-370-9365 Email: rgagnon@auburnhills.org</p>
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28. GOVERNING LAW. This Agreement shall be governed, interpreted, and enforced by the laws of the State of Michigan, without regard to Michigan’s conflict of laws provisions.

29. AGREEMENT MODIFICATIONS OR AMENDMENTS. Any modifications, amendments, rescissions, waivers, or releases to this Agreement must be in writing and executed by both Parties.

30. ENTIRE AGREEMENT. This Agreement represents the entire agreement and understanding between the Parties. This Agreement supersedes all other oral or written agreements between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning, and not construed strictly for or against any Party.

IN WITNESS WHEREOF, David T. Woodward, Chairperson, Oakland County Board of Commissioners, acknowledges that he has been authorized by a resolution of the Oakland County Board of Commissioners, a certified copy of which is attached, to execute this Agreement, and hereby accepts and binds the County to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
David T. Woodward, Chairperson
Oakland County Board of Commissioners

WITNESSED: _____ DATE: _____
Printed Name:
Title:

IN WITNESS WHEREOF, _____, acknowledges that he/she has been authorized by a resolution of the Municipality’s governing body, a certified copy of which is attached, to execute this Agreement, and hereby accepts and binds the Municipality to the terms and conditions of this Agreement.

EXECUTED: _____ DATE: _____
Printed Name:
Title:

WITNESSED: _____ DATE: _____
Printed Name:
Title:



Michigan HIDTA

Initiative Description and Budget Proposal

All Initiatives which seek HIDTA funding must complete this proposal and return to Michigan HIDTA via e-mail by the announced deadline. Completion of all sections of this proposal is required. The Office of National Drug Control Policy examines these submissions very closely. Your proposal must be clear, concise and complete. **A complete proposal consists of this form AND the Michigan HIDTA FMS Budget Sheet.**

Program Year: Initiative Title:

Submitter's Rank/Name: Submitter's Telephone #:

Submitter's E-mail Address:

SECTION 1: INITIATIVES

Level of Activity - Check all that apply

Local DTO Focus Multi-State DTO Focus International DTO Focus Interdiction Focus

Does this Initiative Routinely Provide Information to the HIDTA Investigative Support Center (ISDC)?

YES NO

SECTION 2: PROFILE

Initiative Description

Enter Lead Agency:

Enter Location of Initiative (City):

Check All That Apply

- Initiative is Collocated with other HIDTA Initiatives
- Initiative is Staffed with Full-Time Federal and Full-Time State/Local Personnel
- Full-Time Members of Initiative are Collocated and Commingled with Federal and State/Local Personnel

Initiative Description and Budget Proposal Instructions

Enter your initiative description and budget detail in the text box on the following page. The text box is not character limited, nor is it limited to the visible field on the page. It works best to compose the narrative in Word and copy into the text field on the following page. Please use narrative only to complete this section. The PMP software will not accept graphs, tables, charts, images, etc.

The narrative section is intended to describe the mission and proposed activities for your initiative (dismantling DTOs, meth labs, interdicting drugs/money, apprehending fugitives, etc.) and detail your initiative's funding request. This description should indicate when the initiative was first funded by HIDTA.

Your narrative must be clear, concise and complete. Do not include a long narrative detailing the history or accomplishments of your initiative. Please **limit** your initiative description to several short paragraphs.

The first paragraph should clearly **identify the threat** (drug problem, violent crime, money laundering) in your area. ONDCP expects detailed information regarding the threat in the **HIDTA county/counties which your initiative serves**. Describe the types of drugs being trafficked, the presence/activities of gangs and drug-related violent crime. Include information on DTOs and MLOs operating in your area. DO NOT use specific names/addresses for any organizations or provide any information which is law enforcement sensitive or classified. Referring to the Michigan HIDTA Annual Threat Assessment/Drug Market Analysis is essential when describing the threat in your region.

In the next paragraph **discuss your plan to attack the threat** in your region. Describe your initiative and detail your plan to address the specific threats/problems in your area and achieve your performance targets. If your initiative consists of multiple teams, explain how each team's activities attack the drug threat in your HIDTA county. Detail how you will work more efficiently and effectively by conducting intelligence-driven investigations and sharing information (leads).

The next paragraph(s) should **present your budget request**. Remember that HIDTA funding is added-value funding and cannot be used to supplant normal operating budget items. Each budget line item (overtime, equipment, supplies, vehicles, phones, services, etc.) must be detailed in narrative form, specifying the amount requested and how each line item amount will be utilized. It is important to relate why each line item is needed and how it fits into your plan to attack the threat in your region and attain your performance targets. Provide a clear, concise and complete explanation of all items in your budget request. The budget narrative will be reviewed by the Michigan HIDTA Steering Committee and Executive Board before being sent to ONDCP for review and approval.

ONDCP closely examines **vehicle expenditures**. Lease costs and other vehicle-related expenses must be detailed. Ensure the number of vehicles and expenses match the number of eligible officers in your initiative. Examples: "6 vehicles @ \$500/month x 12 months = \$36,000; Gasoline Expense, 6 officers @ \$200/month x 12 months = \$14,400 .

ONDCP also scrutinizes **overtime expenses**. Ensure these expenses line-up with eligible officers in your initiative. ONDCP caps overtime for individual officers at \$9,500 annually. The Michigan HIDTA limits the cap to \$6,500 per officer annually. Each initiative is required to maintain documentation/spreadsheet to ensure these limits are not exceeded. Example: 10 task force officers x \$3,000/annually = \$30,000 annual overtime.

PLEASE NOTE: Equipment vs. Supplies - There has been a change in how these items are categorized. All items purchased for **\$5,000 or more per item** are categorized as **Equipment**. All items purchased for **\$4,999 or less per item** are categorized as **Supplies**.

Equipment expenses must be detailed. Provide specifics for what will be purchased, the cost, and how it relates to your plan to address the threat. Example: 10 ballistic shields @ \$6,000 each = \$60,000.

Supplies expenses must be detailed. Provide specifics for what will be purchased, the cost, and how it relates to your plan to address the threat. Example: 12 laptop computers @ \$1,000 each = \$12,000.

Service expenses must also be detailed. Example: Monthly cell phone service for 12 officers @ \$100/monthly x 12 months = \$14,400.

The total of all items must match the total entered in the **"Total Dollar Amount Requested"** field at the top of the next page.

A complete proposal consists of this form AND the Michigan HIDTA FMS Budget Sheet.

Enter Initiative Description and Budget Proposal Detail Below

Total Dollar Amount Requested: \$132,300

Explain the mission of the initiative and provide a detailed explanation of the specific threat/s identified in the Michigan HIDTA Annual Threat Assessment that this initiative is designed to address. All sections below must be completed.

INITIATIVE PURPOSE:

The Oakland County Narcotic Enforcement Team (NET) is a cooperative partnership of federal, county and local law enforcement agencies in Oakland County, Michigan, and collocated at the Oakland County Sheriff's Office in Pontiac. NET

- Focuses on mid- to upper-level drug trafficking organizations (DTOs) and criminal groups operating in Oakland County
- Supports street-level investigative operations targeting illegal drug trafficking of cocaine, crack cocaine, methamphetamine, fentanyl, heroin, and controlled prescription drugs

THREAT PRIORITIES:

Primary Threats:

- Regional and local DTOs are the primary drug trafficking threats in the NET Area of Responsibility (AOR)
 - o DTOs transport cocaine, heroin, fentanyl, and methamphetamine into Oakland County
 - o Fentanyl and fentanyl mixed with other narcotics continue to be the most lethal category of illicit substances misused in Oakland County
 - o Heroin-related overdose deaths remain at high levels in the county
 - o NET has observed a substantial increase in methamphetamine distribution and use
 - o Cocaine has become a resurgent threat and is widely available throughout the county
 - o Controlled prescription drugs remain an area of concern
 - o Most of the illegal narcotics remain in Oakland County and are distributed by local DTOs and eventually consumed by users

INVESTIGATIVE APPROACH: (See Worksheet/Sample - 2024 IDBP handout with new format)

- NET will leverage HIDTA funds to support investigative overtime and communication services
 - o Drug seizures will be thoroughly investigated by NET investigators in order to
 - Trace seizures back to source(s) of supply
 - Assist investigators in ultimately disrupting and dismantling DTOs
 - o NET investigators monitor DTO trafficking patterns and share the information with our federal partners
 - NET's primary focus is investigations into upper- and mid-level DTOs to identify, disrupt and dismantle their illicit drug trafficking operations

Predicting Expected Outputs: When developing your expected outputs for the Program Year, please ensure you take into consideration your past 2-3 year performance averages. ONDCP frequently refers to these averages when evaluating future performance target numbers.

SECTION 3: DTOs

DTO Expected Outputs:

Predict the number of DTOs and MLOs you expect to disrupt and/or dismantle during the Program Year. Your performance targets should be aggressive but reasonably attainable, considering expected staffing and funding. Remember that your initiative's performance is compared to how successfully it attained its predicted totals. Please note Initiative's performance is not compared to the performance of other initiatives. Include pertinent notes in the Notes/Additional Information box.

DISRUPTED Defined

DISMANTLED Defined

Enter Number of **DTOs** Expected to be Disrupted or Dismantled This Program Year:

Notes/Additional Information:

N/A

Enter Number of **MLOs** Expected to be Disrupted or Dismantled This Program Year:

Notes/Additional Information:

N/A

SECTION 4: CLANDESTINE LABS

Predict the number of each of the following items which you expect to seize during the Program Year. Include pertinent notes in the Notes/Additional Information box.

Enter the Number of Lab Dump Sites Expected to be Seized

Enter the Number of Chemical/Glassware/Equipment Expected to be Seized

Enter the Number of Children Expected to be Affected

Enter the Number of **Meth Labs** Expected to be Dismantled

Enter the Number of **Other Clan Labs** (Production/Conversion) Expected to be Dismantled

Notes/Additional Information:

N/A

SECTION 5: ACTIVITIES

Predict the number of each of the following items for the Program Year. Include pertinent notes in the Notes/Additional Information box.

New HIDTA Cases:

Enter the Number of New HIDTA Initiative Cases Expected to be Opened This Program Year:

Notes/Additional Information:

Case Support:

Enter the Number of Cases Expected to be Provided Analytical Support This Program Year:

Refer to definition of Analytical Support (AS). Project only number of cases which will receive AS from an analyst embedded with your TF or the DSEMIIC/MIOC. Do not include cases which will receive AS from an analyst seated at the HIDTA. A case can be reported receiving AS only ***ONCE IN A CALENDAR YEAR*** but can be counted each calendar year it receives AS. Project the number of separate cases to receive AS in the year, not the number of times AS is received on all cases. ***Important: Remember to submit a completed survey with your quarterly report for each case receiving AS.***

Enter the Number of Event Deconflictions Expected to be Submitted This Program Year:

Enter the Number of Case Matching Requests Expected to be Submitted This Program Year:

Notes/Additional Information:

SECTION 6: FUGITIVES

Predict the number of fugitives you expect to apprehend for the Program Year. A *Fugitive* is defined as an apprehension made pursuant to some type of court-issued pick-up order, such as an arrest warrant, a writ, etc. An *Arrest* is defined as any apprehension made absent any type of court-issued pick-up order, primarily arrests made on probable cause. Initiative plans to make *Arrests* during the year are indicated by selecting *Arrests* from the *Other Outputs* pick list in Section 7.

Enter the Number of Fugitives Expected to be Arrested This Program Year:

Notes/Additional Information:



Michigan HIDTA

Request for HIDTA **Overtime** Reimbursement

ONE FORM PER OFFICER

REGULAR OVERTIME

Exhibit B

Michigan HIDTA
 Mary Szymanski - Financial Manager
 FAX: 248.356.6513
 mszymanski@mi.hidta.net

OFFICER'S NAME AND RANK

HOME DEPARTMENT NAME

PHONE NUMBER

MAILING ADDRESS

FEDERAL TAX ID OR MSP INDEX/PCA

REQUESTING OFFICER IS REQUIRED TO TYPE HIS/HER NAME IN THE BLUE BORDERED BOX BELOW. By typing my name in the box below, I certify that this overtime was incurred pursuant to HIDTA-related investigations on the dates and in the amounts listed.

APPROVING TASK FORCE COMMANDER IS REQUIRED TO TYPE HIS/HER NAME IN THE RED BORDERED BOX BELOW: By typing my name in the box below, I certify I received this overtime request from the Requesting Officer, and have reviewed and approved after determining it to be in compliance with ONDCP Program Policy as previously provided to me.

ITEM #	COMPLAINT #	DATE OT WORKED	# OT HOURS WORKED	OT HOURLY RATE	TOTAL ENTRY COST	LOCATION: Address, City/Township/County
OVERTIME APPROVED FOR STATE/LOCAL OFFICERS ONLY. LIMIT PER OFFICER IS \$8,000 ANNUALLY AS PER MICHIGAN HIDTA PROGRAM POLICY.						
FEDERAL PARTICIPANTS ARE NOT ELIGIBLE TO RECEIVE HIDTA OVERTIME.						
1					\$0.0000	
2					\$0.0000	
3					\$0.0000	
4					\$0.0000	
5					\$0.0000	
6					\$0.0000	
					\$0.0000	

ITEM #	PROVIDE A BRIEF DETAIL OF THE CORRESPONDING ITEM # FROM THE TABLE ABOVE.
1	
2	
3	
4	
5	
6	

THIS INFORMATION IS CONFIDENTIAL. DISCLOSURE OF CONFIDENTIAL INFORMATION IS PROTECTED BY THE FEDERAL PRIVACY ACT.

YOUR AGENCY LETTERHEAD

CLASSIFICATION: UNCLASSIFIED
AUTHORITY: 28 USC 534
DATE: 11/27/2014
BY: [illegible]

January 17, 2022

Director
Michigan HIDTA
26211 Central Park Blvd.
Southfield, MI 48076

Dear Director:

Please accept this correspondence as notification of the current pay rate for the listed **ADD YOUR AGENCY NAME** police officer assigned to the Oakland County Narcotic Enforcement Team (NET). The rate became effective **July 1, 2021.**

Parent Agency:	ADD YOUR AGENCY NAME
Employee Name/Rank:	ADD OFFICER'S NAME AND RANK
Regular Pay Rate:	OFFICER'S REGULAR HOURLY RATE
Overtime Pay Rate:	OFFICER'S OVERTIME HOURLY RATE

As requested, the overtime rate listed does not include any fringe benefits, such as retirement, FICA, etc. Please contact my office if additional information is required.

Sincerely,

[Signature area]

[Large watermark logo]

CLASSIFICATION: UNCLASSIFIED
AUTHORITY: 28 USC 534
DATE: 11/27/2014
BY: [illegible]

Please Note: This document is used for illustrative purposes only and the required documentation does not have to be the same, but must contain the same elements.

Required: Overtime slip signed by officer's supervisor. This item should include name, date, and overtime hours associated with HIDTA. The overtime rate should also be included unless provided in the paystub or payroll report.



[Redacted header text]



[Redacted] TIME SHEET

DATE	HOURS	OVERTIME	NET#
07/11/2016	08:30-16:30		
07/12/2016	08:30-16:30		
07/13/2016	08:30-16:30		
07/14/2016	08:30-16:30		
07/15/2016	08:30-16:30		
APPROVED 8/16/16			
[Redacted Signature]			
08/01/2016	15:00-23:00		
08/02/2016	15:00-23:00		
08/03/2016	14:00-00:00	2hour	16-net-419
08/04/2016	14:00-23:00	1hour	IR-16-263
08/05/2016	03:00-07:00	4hour	IR-16-264
08/05/2016	15:00-23:00		

APPROVING SIGNATURE: [Redacted Signature]

OVERTIME IN RED HAS BEEN TAKEN AS NET TIME (COMP)
OVERTIME IN GREEN HAS BEEN SUBMITTED FOR MJ OT GRAMP

Please sign and return.

Please Note: This document is used for illustrative purposes only and the required documentation **Exhibit E** does not have to be the same, but must contain the same elements.

Required: Pay stub or payroll report containing the same information as pay stub. If the paystub does not indicate the overtime rate of pay, then please include with the overtime slip.

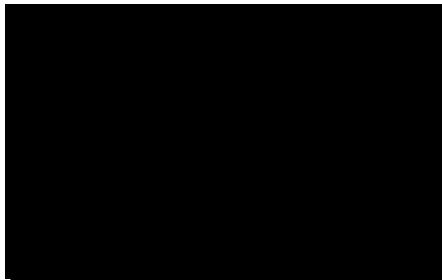


Pay Period Ending On: 08/07/2016
 Check #: [REDACTED]
 Check Date: 08/12/2016
 Primary Rate: 31.2962
 Withholding Rate: 00
 Federal Allowances: 0

PAYCODE ID	HOURS	OT HOURS	GROSS	YTD	DEDUCTION ID	AMOUNT	YTD
LONGEVITY_PS	0.00	0.00	0.00	350.00	FITW	475.02	8,268.40
SALARY	80.00	7.00	2,832.31	41,498.79	SITW	112.08	1,906.87
TRAINING PS	0.00	0.00	0.00	876.28	SOCSEC_EE	176.08	2,991.56
SICK PS 07/01	0.00	0.00	0.00	625.92	MEDICARE_EE	41.18	699.64
F/Y SICK PAYOUT	0.00	0.00	0.00	594.63	DUES_PSO	29.63	444.38
PS SCK GAP	0.00	0.00	0.00	2,879.25	PS_HBL_VISION	9.13	104.73
IN_LIEU_MED_P_S	0.00	0.00	115.38	1,846.08	RETIRE_PS_OFF	84.97	1,424.49
LIFE_INS	0.00	0.00	0.00	8.96	ICMA_PCNT	117.91	1,959.14
HOLIDAY	0.00	0.00	0.00	1,251.85	FLEX_PLAN	98.50	1,576.00
					SAVINGS_PSO	5.60	84.00
					PNC	647.59	11,474.94
					PNC	1,000.00	16,588.65
					ALLY	150.00	2,400.00
TOTALS:	80.00	7.00	2,947.69	49,931.76	TOTALS:	2,947.69	49,922.80

Net Pay This Period: 1,797.59

LEAVE BANK	PRIOR BALANCE	HOURS ACCRUED	HOURS LOST	HOURS TAKEN	NEW BALANCE
COMP_PS	7.50	0.00	0.00	0.00	7.50
F/Y SICK PAYOUT	0.00	0.00	0.00	0.00	0.00
PS KELLY BANK	0.00	0.00	0.00	0.00	0.00
SICK PS 07/01	96.00	0.00	0.00	0.00	96.00
SICK PS GAP	41.00	0.00	0.00	0.00	41.00
VAC_PS	124.00	0.00	0.00	0.00	124.00

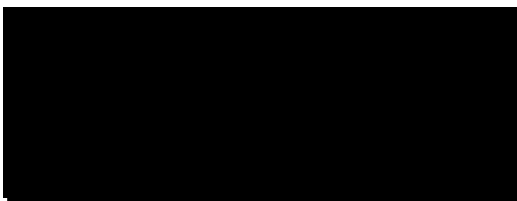


08/12/2016



1,797.59

VOID**VOID*****VOID*****CHECK STUB REPRINT*****





CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 7H

DEPARTMENT OF RECREATION & SENIOR SERVICES

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Karen Adcock, Dir. of Recreation & Senior Services
Submitted: March 13, 2024
Subject: Motion – To Authorize Work on City Property to Replace the River Woods Playground

INTRODUCTION AND HISTORY

The playground at River Woods Park is now 22 years old and is showing signs of deterioration. Repairs have been needed on a more frequent basis and the main play structure is reaching its end of service life. City staff have been monitoring the condition closely over the past few years. In anticipation of the continued deterioration, the Tax Increment Finance Authority budgeted for the replacement of this playground in 2024.

A staff committee consisting of the Department of Recreation and Senior Services (RSS) and the Department of Public Works (DPW) evaluated six proposals from highly qualified manufacturers. After careful consideration, the committee selected a design from Playworld Systems that was deemed to be a good fit for River Woods Park (Quote QTN-14605-1, Design#23-4960B). The equipment selected is manufactured to the highest quality and staff expects that it will serve a lifespan of at least 20 years, as the current equipment did.



Playworld Proposal # QTN-14605-1 / Design# 23-4960B, Riverwoods Park

On March 12, 2024, the Tax Increment Finance Authority (TIFA) approved the purchase of all equipment and services needed to replace the River Woods Park playground from Midstates Recreation in an amount not to exceed \$290,474.65. The equipment will be purchased from Playworld Systems and all work will be performed by their local representative, Midstates Recreation. Pricing for this project was obtained through the Sourcwell national purchasing consortium and includes a discount of \$30,714. Funding for this project has been approved by the TIFA

Board of Directors and this is a request to authorize work on City property for the replacement of the River Woods Park playground.

STAFF RECOMMENDATION

Staff recommends the City Council authorize work on City property for the replacement of the River Woods Park playground.

MOTION

Move to authorize work on City property for the installation of new playground equipment in River Woods Park.

EXHIBITS

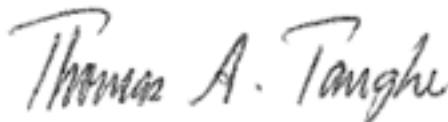
Exhibit 1 – TIFA Approved Proposal

Exhibit 1 – Playworld Quote (QTN-14605-1)

Exhibit 2 – Color Rendering (Design# 23-4960B)

Exhibit 3 – Contract & Insurance Requirements

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER

TIFA

AUBURN HILLS

TO: Chairman Kneffel and Members of the TIFA Board of Directors

FROM: Brandon Skopek, Assistant City Manager, TIFA Executive Director; Karen Adcock, Director of Recreation & Senior Services

DATE: March 5, 2024

SUBJECT: Replacement of Playground Equipment at River Woods Park

INTRODUCTION AND HISTORY

River Woods Park is a 30-acre municipal park located at 300 River Woods Drive in the City of Auburn Hills. Located along the shores of the Clinton River this park features a picnic shelter, restrooms, walking paths, a basketball court, grills, a drinking fountain, 60 parking spaces, and a five-piece playground area.

The River Woods playground consists of a 2002 Playworld Playmaker series main play structure, a four-bay swing set, two climbers, and a climbing wall. All equipment is Playworld except the climbing wall, which was manufactured by H2O systems. The Playworld equipment is now 22 years old and is showing signs of deterioration. Repairs were made to the equipment in 2021, 2022 and 2023. Recent inspections reveal that additional repairs are also needed. The manufacturer of the climbing wall has been out of business for many years, and third party replacement parts ordered in 2022 did not fit. City staff have been monitoring the decline of the playground for several years and TIFA has generously budgeted for the replacement in 2024.

A staff committee consisting of the Department of Recreation and Senior Services (RSS) and the Department of Public Works (DPW) engaged highly qualified suppliers for the replacement of the River Woods playground. Six (6) proposals were received from the two highest quality manufacturers, Playworld Systems and Gametime. The City has found these two manufacturers to be of excellent quality. Their products are durable and they have good technical support and long-term parts availability. After careful consideration, the selection committee determined that a custom playground by Playworld Systems (QTN:14605-1) through their local representative, Midstates Recreation, was the best fit, value, quality and configuration for Riverwoods Park. The replacement playground will be the same size and serve the same age groups as the current structure, while offering new play experiences and an updated look. It should be noted that the climbing wall was removed for design and safety reasons, but the new equipment offers plenty of climbing options for users.



Replacement of Playground Equipment at River Woods Park

The new equipment and required installation services are available using national competitive pricing through the Sourcewell Purchasing Consortium (Auburn Hills Member ID# 85050), and provided by Playworld's representative, Midstates Recreation. The national pricing will save the city a total of \$30,714. Sourcewell is a purchasing consortium created by the State of Minnesota as a service to the education sector and all state, local, and federal units of government. Sourcewell has been in operation for over 40 years and currently offers its members access to competitive pricing on hundreds of contracts for goods and services.

Playworld has been manufacturing playground equipment since 1959. Their products are in full compliance with CPSIA (Consumer Products Safety Improvement Act), IPMEA third party certification (ASTM Standard F1487 & F1292). Their products comply with lead (RoHS) and paint substrates. Their manufacturing meets ISO 9001 and ISO 14001 standards. Midstates Recreation is the local representative for Playworld and has been in the playground business for over 30 years. Midstates has demonstrated excellent past performance with the most recent projects being the playground equipment at Manitoba Park and the new playground at Hawk Woods.

STAFF RECOMMENDATION

It is the recommendation of the Department of Recreation and Senior Services and the Department of Public Works that the Tax Increment Finance Authority (TIFA) enter into a contract with Midstates Recreation to provide equipment and all necessary services to replace the River Woods Park playground using the Sourcewell national pricing as shown in Exhibit #1. This project will be funded from TIF-A account number 251-735-972.000 at a cost not to exceed \$290,474.65. The scope of work includes the removal of the existing playground equipment, site preparation, installation of the new equipment, and site restoration. It is important to note that the TIFA has budgeted \$600,000 for River Woods Park improvements in 2024. Any unexpected ancillary costs will be covered by funds budgeted for River Woods Park improvements.

An appropriate motion is:

Move to approve the purchase of all equipment and services needed to replace the River Woods Park playground from Midstates Recreation in an amount not to exceed \$290,474.65, as specified in the attached exhibits.

Exhibit #1 – Midstates Recreation Quote # QTN-14605-1

Exhibit #2 – Rendering

Exhibit #3 – Contract & Insurance Requirements

QTN-14605-1





1279 Hazelton-Etna Road SW
 Pataskala, OH 43062
 614-855-3790
 www.midstatesrecreation.com

QUOTATION

Sold To	City of Auburn Hills Finance Department 1827 N Squirrel Road Auburn Hills, MI, 48326 United States	Ship To	Riverwoods Park 300 River Woods Drive Auburn Hills, MI, 48326 United States
----------------	--	----------------	--

Date	Quote #	Terms	Rep	Project	Ship Contact
2024-02-12	QTN-14605-1 Valid Until 04-12-2024	Net 10	Brion Kilpela	2023 12 Riverwoods Park Playground - Mi Auburn Hills City Of	

Item Code	Description	Qty	Rate	Amount
Notes	Option 2. 2-5 and 5-12 equipment	1.0 Unit	\$ 0.00	\$ 0.00
Drawing #	Drawing #23-4960B Structures	1.0 Unit	\$ 190,601.00	\$ 190,601.00
ZZXX0187	UNITY LARGE OVERHEAD CANOPY	1.0 Unit	\$ 10,784.00	\$ 10,784.00
ZZXX0260	BELT SEAT W/SILVER SHIELD CHAIN FOR 8ft TOP RAIL	2.0 Unit	\$ 177.00	\$ 354.00
ZZXX0265	INFANT SEAT W/SILVER SHIELD FOR 8ft TOP RAIL	1.0 Unit	\$ 307.00	\$ 307.00
ZZXX0635	SWING ALONG SEAT TO 8ft TOP RAIL	1.0 Unit	\$ 1,314.00	\$ 1,314.00
ZZXX0930	3.5in OD 2-UNIT STEEL ARCH SWING- 8ft TOP RAIL	1.0 Unit	\$ 2,786.00	\$ 2,786.00
ZZXX0932	3.5in OD STEEL ARCH SWING 2-UNIT ADD-A-BAY	1.0 Unit	\$ 1,672.00	\$ 1,672.00
ZZXX0658	WELCOME SIGN - DOUBLE SIDED CUSTOM	1.0 Unit	\$ 2,101.00	\$ 2,101.00
ZZXX0843	RISK MANAGEMENT SIGN	1.0 Unit	\$ 405.00	\$ 405.00
ZZXX1411	6FT PERMANENT BENCH (COATED PLANKS & PAINTED FRAME)	4.0 Unit	\$ 667.00	\$ 2,668.00
Freight	Shipping Charges are estimated and are subject to actual shipping charges incurred at time of shipment.	1.0 Unit	\$ 6,760.00	\$ 6,760.00
Installation Charges	Installation Charges: Take delivery of new equipment, demo existing equipment and dispose. Install new equipment per design excavate area as necessary. Provide topsoil seed and mulch for areas disturbed by construction. Provide walkway and concrete ramp down on south end of site.	1.0 Unit	\$ 88,374.00	\$ 88,374.00
Fabric	Roll of 4 oz Geotextile Fabric	4583.0 Unit	\$ 0.55	\$ 2,520.65
Wood Fiber	(cy) Playground Engineered Wood Fiber Safety Surfacing - ASTM Compliant	251.0 Each	\$ 42.00	\$ 10,542.00



QUOTATION

Item Code	Description	Qty	Rate	Amount
Sourcewell Customer Discount - Member ID #	Sourcewell Customer Discount - Member ID #85050	1.0 Unit	\$ -30,714.00	\$ -30,714.00

Subtotal	\$ 290,474.65
Michigan Sales Tax	\$ 0.00
Total	\$ 290,474.65

Acceptance of Proposal

(Please be sure you have read, signed, and initialed and understand the terms and conditions) The items, prices, and conditions listed herein are satisfactory and are hereby accepted.

Signature (Approval) _____

Printed Name _____

Title _____

Date _____

TERMS AND CONDITIONS

QUOTE CONDITIONS AND ACCEPTANCE:

This quote is only valid for 30 days.

*** _____ (Pls Initial) It is the Buyer's responsibility to verify quantities and description of items quoted. Once your order has been placed, any changes including additions, deletions, or color changes, could result in price increases, additional fees and could cause delays.

EXCLUSIONS : Unless specified, this quote excludes all of the following but not limited to:

- Required Permits/Inspections, Background Checks, Davis Bacon, Prevailing Wage or Certified Payroll
- Performance/Payment Bonds
- Site Restoration
- Site work, saw cutting/core drilling, and landscaping.
- Removal of existing equipment
- Unloading; Receiving of inventory or equipment; Storage of equipment.
- Equipment assembly and/or installation
- Safety surfacing; Borders or drainage requirements
- Landscaping Repairs DUE to poor access or in climatic weather

FREIGHT AND DELIVERY: (if applicable)

Shipping is FOB Origin (means the buyer accepts the title of the goods at the shipment point and assumes all risk once the seller ships the product). All equipment will arrive unassembled.

*** _____ (Pls Initial) Buyer is responsible to meet and provide adequate personnel/equipment to unload truck



QUOTATION

A Check List, detailing all items shipped, will be included with the shipment. Unless taking delivery is specifically included in quote.

Buyer is responsible for ensuring the Sales Order Breakdown and Item Numbers on all boxes and pieces match the Check List.

*** _____ (Pls Initial) Shortages or damages must be noted on the driver's delivery receipt. Shortages or damages not noted become the buyers financial responsibility.

Please notify Midstates Recreation immediately of any damages.

Shortages and Concealed Damage must be reported to Midstates Recreation within 10 days of delivery.

A reconignment fee will be charged for any changes made to delivery address after order has been placed.

TAXES:

All orders are subject to applicable sales tax unless a tax exemption form is on file at the time the order is placed.

PAYMENT TERMS:

An approved Credit Application is required for new customers or customers that haven't been active in the last 18 months. Terms are check with order, or 50% down payment with approved credit (terms do vary based on references). Balance of product & freight will be invoiced upon shipment, due Net 10 days. 100 % prepayment required on Replacement Parts. A 3% charge will be added to all credit card orders over \$ 3,000.

RESTOCKING: Items canceled, returned or refused will be subject to a minimum 25% restocking fee. All return freight charges are the responsibility of the Buyer.

MAINTENANCE/WARRANTY:

Manufacturer's standard product warranties apply and cover equipment replacement and freight costs only; labor is not included.

Midstates Recreation offers no additional warranties.

Maintenance of the equipment and safety surfacing is the responsibility of the customer.

Any unauthorized alterations or modifications to the equipment (including layout) will void your warranty.

INSTALLATION: (if applicable)

Customer must locate all underground private utilities before your scheduled installation a third-party private utility service can be provided at an additional cost if necessary. Additional charges may apply if obstruction(s) are encountered beneath the surface. Not responsible for damaged/broken parts on existing playground equipment. Not responsible for crossing sidewalks.

Acceptance of Terms & Conditions

Acceptance of this proposal, made by an authorized agent of your company, indicates agreement to the above terms and conditions.

Customer Signature Updated:	Printed Name and Title	Date



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



Riverwoods Park
Option 2_Color Option 1



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B



Riverwoods Park
Option 2_Color Option 1



23-4960B

CITY OF AUBURN HILLS AND/OR CITY OF AUBURN HILLS T.I.F.A, B.R.A., D.D.A.

STANDARD TERMS AND CONDITIONS

1. **Assignment/Transfer:** The contract may not be assigned or transferred without the written consent of the City of Auburn Hills. Assignment or transfer of the contract without written consent of the City of Auburn Hills (City) may be construed by the City as a breach of contract sufficient to cancel this agreement at the discretion of the City.
2. **Inspection:** All goods and services shall be subject to inspection and approval by Purchaser at all reasonable times including inspection during manufacture. Inspection and approval by Purchaser at Contractor's (Seller's) plant or facility does not preclude Purchaser's rejection for defects upon discovery by subsequent inspection. Any goods and services rejected by Purchaser shall be promptly repaired or replaced at Seller's expense. Any and all costs incurred by Purchaser in connection with the return of goods rejected by Purchaser as defective shall be at Seller's risk and expense.
3. **FOB and Risk of Loss:** All items must be FOB Destination and all freight charges must be included in the Bid unless otherwise indicated in this document regardless of FOB point, Seller agrees to bear all risks of loss, injury or destruction of goods and materials ordered herein which occur prior to delivery and acceptance; and such loss, injury or destruction shall not release Seller from any obligation hereunder.
4. **Payment Terms:** Payment will be Net 30 upon completion and acceptance of the work by the City of Auburn Hills.
5. **Warranty:** Seller warrants that it has good and merchantable title to the goods sold hereunder and that said goods shall conform to the descriptions and applicable specifications and samples. Such goods shall be of good merchantable quality and fit for the known purposes for which sold and are free and clear of all liens and encumbrances. Seller and Purchaser agree that this section does not exclude, or in any way limit, other warranties provided for in this agreement or by law.
6. **Excise and Sales Tax:** The prices herein must not include any Federal excise taxes or sales taxes imposed by any State or Municipal Government. Such taxes, if included, must be deducted by the Seller when submitting invoice for payment.
7. **Invoices:** Invoices for goods must be submitted on date of complete shipment. Invoices for services must be submitted within 45 days after completion of Services. Payment will be delayed if the invoice fails to reference PO number, ordering department, unit prices, quantities, totals, and a full description of the order that matches the PO.
8. **IRS Form W-9:** Seller must have on file with the City of Auburn Hills an IRS Form W-9 before Purchaser will issue any payment to Seller.
9. **Compliance with Laws:** Contractor represents and warrants that the performance of this order and the furnishing of goods or services required herein shall be in accordance with the applicable standards, requirements, provisions, stipulations and all Federal, State or City of Auburn Hills laws, rules, regulations resolutions, and ordinances including but not limited to the Fair Labor Standards Act, the Equal Employment Opportunity rules and regulations, the Transportation Safety Act and the Occupational Safety and Health Acts.
10. **Amendments:** No amendment, modification or supplement to this contract shall be binding unless it is in writing and signed by authorized representatives of all of the parties.
11. **Termination:** The City of Auburn Hills may unilaterally in writing terminate this agreement at any time and for any reason or no reason, whether or not the Contractor is in default of any of its obligations hereunder. Under any such termination, the Contractor agrees to waive any claim for damages, including loss of anticipated profit on account hereof. However, the City of Auburn Hills agrees that the Contractor shall be paid for items and/or services already accepted by the City of Auburn Hills, but in no event shall the City of Auburn Hills be liable for any loss of profits on the order or portion thereof so terminated. Either party may terminate this agreement in writing at any time for the failure of the other to comply with any of its material terms and conditions.
12. **Waiver of Breach:** No waiver by either party of any breach of any of the covenants or conditions herein contained performed by the other party shall be construed as a waiver of any other breach of the same or of any other covenant or condition.
13. **Records and Right to Audit:** Whenever the City enters into any type of contractual arrangement including but not limited to lump sum contracts (i.e. fixed price or stipulated sum contracts), unit price, cost plus or time & material contracts with or without a guaranteed maximum (or not-to-exceed amounts), Contractor's "records" shall upon reasonable notice be open to the City for inspection and subject to audit and/or reproduction at during normal business working hours. The City's representative or an outside representative engaged by City may perform such audits. The City or its designee may conduct such audits or inspections throughout the term of this contract and for a period of three years after final payment or longer if required by law.
 - a. Contractor's "records" as referred to in this contract shall include any and all information, materials and data of every kind and character including without limitation, records, books, papers, documents,

subscriptions, recordings, agreements, purchase orders, leases, contracts, commitments, arrangements, notes, daily diaries, superintendent reports, drawings, receipts, vouchers and memoranda, and any and all other agreements, sources of information and matters that may in the City's judgment, have any relevance to, bearing on or pertain to any matters, rights, duties or obligations under or covered by any Contract Document with the City. Such records shall include (hard copy, as well as computer readable data if it can be made available), written policies and procedures; time sheets; payroll registers; cancelled checks; subcontract files (including bids of successful and unsuccessful respondents, bid recaps, etc.); original estimates; estimating work sheets; correspondence; change order files (including documentation covering negotiated settlements); back charge logs and supporting documentation; general ledger entries detailing cash and trade discounts earned, insurance rebates and dividends; and any other Contractor records which may have a bearing on matters of interest to the City in connection with the Contractor's dealings with the City (all foregoing hereinafter referred to as "records") to the extent necessary to adequately permit evaluation and verification of: a) Contractor compliance with contract requirements; b) compliance with the City's Charter, ordinances, and policies, and c) compliance with provisions for pricing change orders, invoices or claims submitted by the Contractor or its payees.

- b. Contractor shall require all payees (examples of payees include subcontractors, insurance agents, material suppliers, etc.) to comply with the provisions of this Section by agreeing to the requirements hereof in a written contract agreement between Contractor and payee. Such requirements to include flow-down right of audit provisions in contracts with payees will also apply to Subcontractors and Sub-Subcontractors, material suppliers, etc. Contractor will cooperate fully and will cancel Related Parties and all of Contractor's subcontractors (including those entering into lump sum subcontracts) for failure to cooperate fully in furnishing or in making available to the City from time to time whenever requested in an expeditious manner any and all such information, materials and data.
- c. The City's authorized representative or designee shall have reasonable access to the Contractor's facilities, shall be allowed to interview all current or former employees to discuss matters pertinent to the performance of this contract and shall be provided adequate and appropriate work space, in order to conduct audits in compliance with this Section.
- d. If an audit inspection or examination in accordance with this Section, discloses overpricing or over charges (of any nature) by the Contractor to the City in excess of one-half of one percent (.5%) of the total contract billings the reasonable actual cost of the City's audit shall be reimbursed to the City by the Contractor. Any adjustments and/or payments which must be made as a result of any such audit or inspection of the Contractor's invoices and/or records shall be made within a reasonable amount of time (not to exceed 90 days) from presentation of the City's findings to Contractor.

14. **Complete Agreement:** The parties agree that the conditions of purchase and for provision of services stated herein or in attachments hereto set forth their entire agreement between the parties and there are no promises or understandings other than those stated herein, and that any prior negotiations between the Purchaser and Seller or terms or conditions of sales set forth in the Seller's quotation or order or sales acknowledgement shall not constitute a part of the agreement between the Purchaser and Seller concerning this purchase. The term "agreement" as used in this clause shall include any future written amendments, modifications, or supplements made in accordance herewith.
15. **Liability and Indemnity:** It is required that all Contractors providing services or performing duties for the City of Auburn Hills and/or its Authorities shall enter into a Hold Harmless/Indemnification Agreement with the City and all other entities as set forth in section 1(e) of the Insurance Requirements which Insurance Requirements are attached hereto and incorporated herein by reference, in which Agreement the Contractor and its employees, representatives and agents agrees to release, indemnify, defend, and hold harmless the City of Auburn Hills, including all elected and appointed officials, all employees, representatives, and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers from any injuries, liability, damages, expenses, attorney's fees, causes of action, suits, claims or judgments, costs, incurred and/or arising from the Contractor's performing its work, jobs, duties and/or any other actions and/or omissions of the Contractor and/or its employees, representatives and/or agents pertaining to and/or in connection with the Contract.
16. **Records:** The City of Auburn Hills reserves the right to inspect all vendor documents relating to this agreement for up to three (3) years after expiration.
17. **Insurance:** The Contractor, at its own expense and in its own name must provide and keep in force during the term of this Agreement, insurance coverage as required in the City's Insurance Requirements which are attached hereto and incorporated herein by reference and the Contractor shall at its own expense at all times during the term of this Agreement comply with all of the other requirements contained in the City's Insurance Requirements.

18. **Noncompliance:** Failure to deliver the goods and/or services in accordance with specifications will be cause for the City of Auburn Hills to cancel the resulting contract or any part thereof and purchase on the open market, charging any resulting and additional cost to the Contractor, which amounts the Contractor shall pay to the City within 30 days from date of invoice.
19. **Protection of Resident Workers:** The City of Auburn Hills supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification and non-discrimination. The contractor is held responsible to establish appropriate procedures and controls so no services under this contract will be performed by any worker who is not legally eligible to perform such services. The City of Auburn Hills shall have the right to terminate the contract if the City determines that the Contractor has failed to perform satisfactorily with respect to its employment practices in support of INA.
20. **Non-Discrimination Clause:** The Contractor agrees not to discriminate against any employee or applicant for employment, to be employed in the performance of such Contract, with respect to hire, tenure, terms, conditions or privileges, or employment, or any matter directly or indirectly related to employment, because of race, color, religion, national origin, age, gender, sexual preference, height, weight, or marital status. Breach of this covenant may be regarded as material breach of the contract as provided for in Act 220 and Act 453 of the Public Acts of 1976, as amended, entitled "Michigan Handicapper's Civil Rights Act" and the "Michigan Elliott Larson Civil Rights Act." The Contractor further agrees to require similar provisions from any subcontractors, or suppliers.
21. **Subcontracting:** The use of a subcontractor is subject to the prior approval of the City of Auburn Hills.
22. **Use of the City Seal:** Contractors are prohibited from using the official Seal of the City of Auburn Hills in this bid or in any other manner.
23. **Legal Proceedings:** Any legal proceedings shall be resolved in Michigan courts.
24. **Suitable Tools and Labor:** The Contractor shall furnish suitable tools and building appliances and employ competent labor to perform the work to be done, and any labor, tools or appliances that shall not, in the judgment of the City of Auburn Hills, be suitable or competent to produce this result may be ordered corrected by the City, and such labor, tools or appliances shall be substituted therefore by the Contractor as will meet with the approval of the City of Auburn Hills. If not otherwise provided, material or work called for in this Contract shall be furnished and performed in accordance with well-known established practice and standards recognized by architects, engineers, and the trade.
25. **Changes in Quantities or Plans:** The City of Auburn Hills reserves the right to make, by written order, at any time during the Work, such changes in quantities and such alterations in the work as are necessary to satisfactorily complete the project. Such changes in quantities and alterations shall not invalidate the Contract nor release the Surety, and by signing a written work or authorization or change order, the Contractor agrees to perform the Work as altered and agrees to accept, as payment in full for such Work, the monetary amounts set forth in such written order as indicated by the City of Auburn Hills. In addition, by signing a written order, the Contractor releases the City of Auburn Hills from any and all claims for additional compensation with regard to the items of work specified in the written order; including, but not limited to, any and all claims for delay and overhead, unless the City of Auburn Hills is notified in writing at the time of signing the authorization or written order that the Contractor refuses to release the City of Auburn Hills from such claims. All increases in quantities of work which appear in the contract as pay items shall be paid for at the contract unit prices. Decreases in quantities included in the contract shall be deducted from the contract at the contract unit prices.
26. **Payments Withheld:** The City of Auburn Hills may withhold or, on account of subsequently discovered evidence, nullify the whole or a part of any certificate for progress payment to such extent as may be necessary to protect itself from loss of account of:
 - a. Defective work not remedied;
 - b. Claims filed or reasonable evidence indicating probable filing of claims;
 - c. Failure of the Contractor to make payments properly to subcontractors or for material or labor;
 - d. A reasonable doubt that the agreement can be completed for the balance then unpaid;
 - e. Damage to another Contractor.
27. **Sunday & Night Work:** The Contractor is required to prosecute work done under this Agreement during the hours of daylight, and no work will be permitted at night or on Sundays, except to save property or life, or as specifically authorized or directed by the City of Auburn Hills.
28. **Cleaning Up:** The Contractor shall remove at his own expense from the City of Auburn Hills' property and from all public and private property, all temporary structures, rubbish and waste materials resulting from its operations. This requirement shall not apply to property used for permanent disposal of rubbish or waste materials in accordance with permission of such disposal granted to the Contractor by the City of Auburn Hills thereof. The Contractor is responsible for restoring the property to its original condition.
29. **Permits & Regulations:** The Contractor shall secure at Contractor's own expense, at no cost to the City of Auburn Hills, all permits, licenses and inspections necessary for the prosecution of the work. He shall pay for

same at his own expense as well as for any inspection fees required in connection with such permits, and shall conduct his operations in accordance with the provisions of such permits, including tunneling under pavements where required.

30. **Tobacco Use on City Property:** Contractors are prohibited from using tobacco on any City-owned property.
31. The City reserves the right to reject any or all bids or waive any irregularities, formality or deficiency in the bids, it deems in the best interest of the City.
32. The bidding Contractor is responsible for all costs associated with research and preparation of the bidding document.
33. Each proposal must be accompanied by a Bidder's Bond or cash in an amount established by the City in these specifications. **No bond.**
34. All bidders must have the ability to provide a Bidder's Bond, Performance Bond and Payment Bond in the following amounts **0% 0% 0%**_____.

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**Insurance Requirements City
of Auburn Hills, Michigan
And/Or
City of Auburn Hills T.I.F.A, B.R.A., D.D.A**

1. Liability Insurance:

An ACORD certificate of insurance, or its equivalent, shall be furnished to the City of Auburn Hills at 1827 North Squirrel Road, Auburn Hills, Michigan 48326 evidencing insurance in force for the duration of and applicable to this contract and/or temporary events/special event with an insurance company acceptable to the City of Auburn Hills with a minimum A.M. BEST rating of "A-", and the following minimum requirements:

a. General Liability (affording coverage not less than ISO Commercial General Liability coverage form):

I. Check mark indicating occurrence as opposed to claims made form

II. Limits of Liability:

\$1,000,000 each occurrence

\$2,000,000 general and products-completed operations aggregates

III. Personal Injury

\$2,000,000 aggregate

b. Automobile Liability:

I. Check mark indicating coverage as to any automobile

II. Certificate must reflect Michigan "No Fault" PIP and PPI statutory coverages are also afforded

III. Limits of Liability: \$1,000,000 combined single limit

c. Commercial Umbrella (Excess) of at least \$4,000,000

d. The Contractor shall insure the Contractor's equipment and property and the City and those persons and entities described in section 1(e) herein shall not be liable and/or responsible for any damage to said equipment and/ or property.

e. Description section of ACORD form is to read: It is understood and agreed that the following shall be additional insured: *The City of Auburn Hills, including all elected and appointed officials, all employees and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers. The coverage shall be primary to the additional insured and not contributing with any other insurance or similar protection available to the additional insured. This shall not apply to the contractor's required worker's compensation/employer's liability.*

f. The Description of Operation section of the Certificate shall also name or describe the project and/or event for which coverage is provided.

2. Workers Compensation

The Contractor shall procure and maintain during the life of the contract, statutory Michigan Workers Compensation and Employers Liability Insurance for all employees employed at or in the vicinity of the Contractor's property, or any property used in connection with the Contractor's operation or in carrying out any work related to this contract.

Michigan Workers Compensation and Employers Liability Insurance shall be procured and maintained with the following limits of liability:

-\$500,000 E.L. each accident

-\$500,000 E.L. each disease – each employee

-\$500,000 E.L. Disease – Policy Limit

This insurance shall comply with all applicable rules and regulations of the State of Michigan, and shall be from an insurance company acceptable to the City of Auburn Hills.

3. Hold Harmless/Indemnification Agreement

It is further required that all contractors providing services or performing duties for the City of Auburn Hills and/or its Authorities shall enter into a Hold Harmless/Indemnification Agreement with the City and all other entities as set forth in section 1(e) herein, in which Agreement the Contractor and its employees, representatives and agents agrees to release, indemnify, defend, and hold harmless the City of Auburn Hills, including all elected and appointed officials, all employees, representatives, and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers from any injuries, liability, damages, expenses, attorney's fees, causes of action, suits, claims or judgments, costs, incurred and/or arising from the Contractor's performing its work, jobs, duties and/or any other actions and/or omissions of the Contractor and/or its employees, representatives and/or agents pertaining to and/or in connection with the Activity.

4. Certification of Insurance

The Contractor agrees that he/she will file all required Certificates of Insurance satisfactory to the City of Auburn Hills with the City of Auburn Hills simultaneously with or prior to the execution of this contract indicating that the insurance required herein has been issued and is in full force and effect.

Further, the Contractor will provide updated certificates annually prior to the policies expiration dates, to indicate that the policies and conditions required hereunder are in full force and effect during the life of this contract.

It is understood and agreed that thirty (30) days advance written notice of cancellation, non-renewal, reduction and/or material change in coverage shall be mailed to:

- i. City Clerk's Office
City of Auburn Hills
1827 North Squirrel Road
Auburn Hills, MI 48326

5. Sub-Contractors Insurance Requirements

If approval is granted by the City of Auburn Hills for a Contractor to subcontract any or all of such contract to others, then prior to commencing the subcontract, the City's contract or agreement with the Contractor shall stipulate that the Contractor will require their subcontractor agreements to carry the same limits as required by the City of the Contractor.

6. Requirement as Part of Contract

These insurance requirements shall be expressly contained in and/or incorporated by reference into the contract executed between the contractor and the City.

7. OTHER INSURANCE REQUIREMENTS THAT MAY BE APPLICABLE DEPENDING ON SCOPE OR TYPE OF WORK. IF CHECKED, THESE REQUIREMENTS ARE MANDATORY TO THE CONTRACT AND SHALL BE INCLUDED IN CONTRACT AND PROVIDED TO THE CITY AS DIRECTED.

a. Owner's and Contractor's Protective Liability (_____) The

Contractor shall procure and maintain during the life of the contract Owner's and Contractor's Protective Liability Insurance in the name of the City of Auburn Hills, in an amount not less than \$2,000,000 per occurrence, and \$4,000,000 aggregate for injuries, including death, to persons and property damage including loss of use thereof. This insurance shall be from an insurance company acceptable to the City of Auburn Hills.

b. Professional Liability (_____)

If the Contractor is providing professional services/work, then the Contractor shall procure and maintain during the life of the contract Professional Liability insurance in the amount of \$1,000,000. (Professional services is defined but not limited to architects, builders, engineers, agents, attorney).

c. Cyber Liability (_____)

Cyber Liability Insurance with limits of at least \$1,000,000 and this policy shall include \$1,000,000 of third party liability. Required if the contractor is providing technological services (includes but not limited to programming of any systems/services, anything accessing private City data, or is related to phones/telecommunications/computers/electronic data/banking services).

d. Employee Dishonesty (w/third party endorsement) (_____)

Employee Dishonesty coverage with limits of at least \$1,000,000 w/ third party of endorsement. Required when contractor is working on site in city owned buildings. May be required when contractor is working on site on city owned property.

2. Temporary Events and/or Special Events

With respect to temporary events and special events, the City shall have the discretion to amend some or all of the insurance requirements set forth in this document upon request of the applicant and review by the City. Determination of such amendment will be solely at the discretion of the City and the City’s consultants and such determination will consider the type of services being provided and any and all potential risk to City. Applicants granted amended insurance requirements for any event must request such amendment each event and or occurrence of such event that is separately contracted with the City. An applicant or vendor which utilizes fireworks or alcohol may not be considered for waiver and must be evaluated for additional licenses and permits. All applicants, at a minimum, must enter into a Hold Harmless/Indemnification Agreement as described in Section 9 herein.

Name of Company

Midstates Recreation

City of Auburn Hills

Name _____

Name Karen Adcock _____

Signature _____

Signature _____

Title _____

Title: Director, Recreation & Senior Services

Date _____

Date _____

CITY OF AUBURN HILLS
HOLD HARMLESS AGREEMENT

As required for approval of the Riverwoods Playground Replacement Project

(Activity)

Midstates Recreation herein after referred to as Midstates
(Name of Company) (Abbreviated Name Form)

agrees to release, indemnify, defend, and hold harmless The City of Auburn Hills, including all elected and appointed officials, all employees, representatives, and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers from any injuries, liability, damages, expenses, attorney's fees, causes of action, suits, claims or judgments, costs, incurred and/or arising from the Contractor's performing its work, jobs, duties and/or any other actions and/or omissions of the Contractor and/or its employees, representatives and/or agents pertaining to and/or in connection with the Activity.

In addition, Midstates agrees to furnish an ACORD certificate of insurance

(Abbreviated Name Form)

as required by the City of Auburn Hills with the description of the ACORD form to read as follows: *It is understood and agreed that the following shall be additional insured: The City of Auburn Hills, including all elected and appointed officials, all employees, representatives and volunteers, all boards, commissions, and/or authorities, including but not limited to the Tax Increment Finance Authority, Brownfield Redevelopment Authority and the Downtown Development Authority, and their officers, employees, representatives and volunteers. The coverage shall be primary to the additional insured and not contributing with any other insurance or similar protection available to the additional insured. This shall not apply to the contractor's required worker's compensation/employer's liability.*

Name of Company

Witnesses

Midstates Recreation

Name _____

Title _____

Date _____



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 71

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: March 5, 2024
Subject: Motion – Authorize City Manager to Order and Purchase Road Salt for the 2024/25 Season

INTRODUCTION AND HISTORY

The State will be bidding road salt purchases for the 2024/25 winter season in the near future through the MiDEAL process. In order to participate in the bid, each participating government entity must place an order for road salt by April 3, 2024 prior to bid pricing being available in August. To provide their best price, vendors will bid based on quantity expectations from the buyers. However, when the State awards the bid, the order then becomes a commitment to purchase at least 80% of the quantity regardless of the price. This is the same approach the City took the past six seasons with City Council review and approval.

Past experience has shown us that salt pricing varies year to year and it's challenging to know what action is best to take. We've bid road salt purchases in-house with what we believe was a good result. Then we migrated to a local consortium administered through the City of Farmington Hills and found better pricing with the larger group participation. In 2017, we found pricing through the MiDeal bid program to be approximately \$50,000 in savings for the City over the Farmington Hills Consortium bid. For the 2018/19 season the MiDEAL price of \$45.80/ton was \$5.34/ton less than the Farmington Hills Consortium bid of \$51.14/ton, saving the City roughly \$15,000.

At first consideration, the concept of blindly committing to an order without knowing the price seems nonsensical. However, when we consider the alternatives relating to risk versus return, maintaining a relationship with the MiDEAL road salt program should bring the most value.

Not only should we see a much lower bid price based on quantity through MiDEAL we will also have our quantities guaranteed and will have priority delivery. Staff believes that the best choice is to provide a committed salt order to the State bid process rather than taking our chances on our own. However, per the City's purchasing ordinance, purchases over \$10,000 for goods require City Council Approval. The commitment of purchase for an order without knowing the cost is contrary to the normal process the City typically follows. Therefore, staff needs City Council authorization to place an order, with a commitment to purchase 80% of that quantity to participate in the MiDEAL bid process.

Going forward, staff recommends the following strategy to minimize our risk exposure. On average, we use just over 2,100 tons of salt per season. A severe winter could extend our salt use over 3,000 tons for the season. Staff will place a salt order of 2,500 tons for the 2023/24 season with the State of Michigan to participate in the bid process. If the 2024/25 winter season experiences minimal snow precipitation, the City will only be obligated to purchase 80%, or 2,000 tons. With excessive snow precipitation, the City can opt to purchase 30% over the order amount or 3,250 tons. Staff is confident that, given our current supply, this strategy will see us through the season without experiencing a salt shortage.

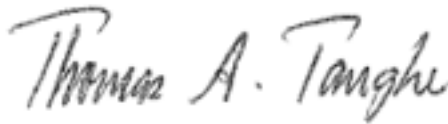
STAFF RECOMMENDATION

Staff recommends that the City Council waive the typical process outlined in the Purchasing Ordinance and authorize the City Manager to submit a road salt order for the 2024/25 season to participate in the State of Michigan road salt bid process.

MOTION

Move to authorize the City Manager to submit a road salt order of 2,500 tons to the State of Michigan for the 2024/25 season to participate in the MiDEAL bid process.

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 9A

COMMUNITY DEVELOPMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Steven J. Cohen, AICP, Director of Community Development
Submitted: March 11, 2024
Subject: Motion – Approval of Special Land Use Permit, Site Plan, and Tree Removal Permit approval to construct a restaurant with a drive-thru facility and outdoor seating area / Chick-fil-A Restaurant

INTRODUCTION

This is a request from Doraid Markus, University Center Partners, LLC, on behalf of Chick-fil-A, Inc., for approval to construct a 5,196-square-foot Chick-fil-A restaurant with a drive-through facility and outdoor seating area at 2111 N. Squirrel Road. The land is currently vacant, as the Romano's Macaroni Grill restaurant, which previously operated on the site, was permanently closed in March 2020 and later demolished in February 2022. The property is 2.24 acres in size and zoned B-2, General Business District.

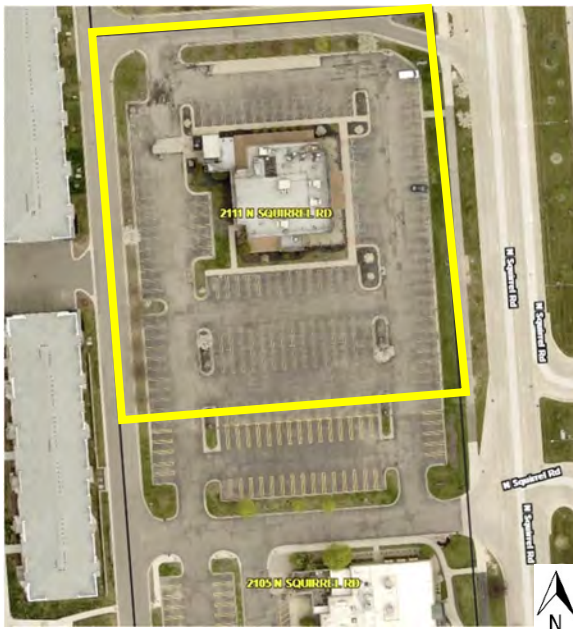


Rendering of the building viewed from N. Squirrel Road

The proposed Chick-fil-A restaurant is anticipated to break ground this summer. The project is estimated to cost \$1.2 million and is planned to be completed in February 2025.

PRIOR REDEVELOPMENT PROPOSALS FOR THE PROPERTY

The City Council previously approved two separate development proposals for the property presented by Mr. Markus. The original request was approved on November 15, 2021, to construct a 27,419-square-foot, two-story commercial/office building. The second request was approved on September 26, 2022, to build a 3,480 square-foot Panera Bread restaurant with a drive-through facility and outside seating on the north end of the property and a 10,196 square-foot one-story retail center on the south end. Mr. Markus has explained to staff that these past development proposals were not implemented due to his company’s difficulty with securing viable tenants, with, most recently, Panera Bread deciding not to locate on the property. It is noted that the previous two development proposals utilized both the Romano's Macaroni Grill site and the parking area north of the Applebee’s Restaurant (2.97 acres). In contrast, the Chick-fil-A proposal utilizes only the former Romano's Macaroni Grill’s site (2.24 acres).



Romano's Macaroni Grill – 2020 aerial photo

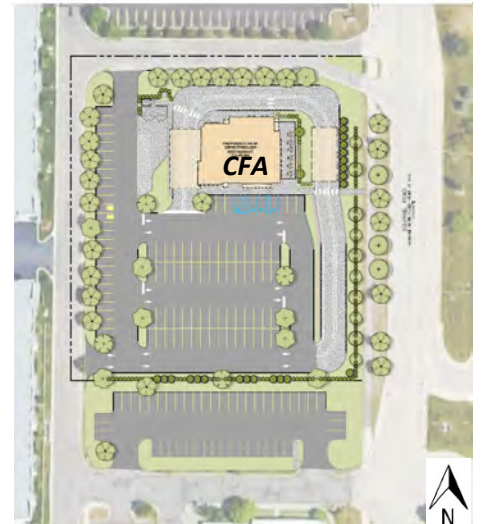


Building demolished – 2023 aerial photo

Approved 11-15-21

Approved 9-26-22

Chick-fil-A Proposed 3-06-24

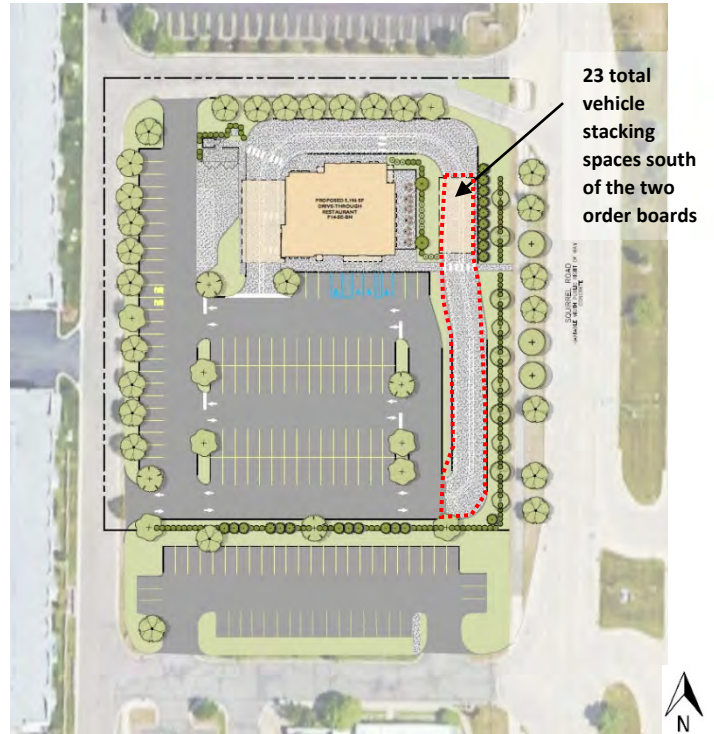


Side-by-Side Project Proposal Comparison – 2111 N. Squirrel Road

KEY ISSUES

1. Key Standards for a Freestanding Restaurant with Drive-Through Facility

Restaurants with drive-through facilities, like the Chick-fil-A restaurant proposed, require a Special Land Use Permit subject to several requirements listed in the Zoning Ordinance. The primary requirements are that the site must be at least 1.5 acres, and the drive-thru facility must have at least ten stacking spaces from the order board. In addition, the stacking lane containing the ten queuing spaces must be separate and distinct from other access drives and maneuvering lanes for parking spaces. **The proposed Chick-fil-A restaurant will exceed the minimum 1.5-acre site size at 2.24 acres, and the drive-through facility design will exceed the ten-stacking space requirement. The stacking area proposed will hold up to 23 vehicles from the order boards.**



Illustrated site plan for Chick-fil-A development



Rendering of the proposed Chick-fil-A project overlaid on aerial photo

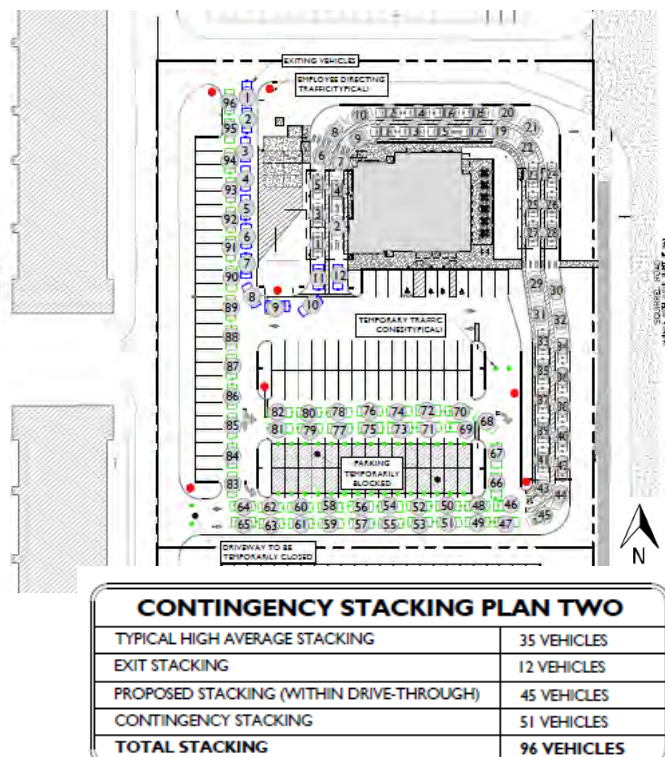
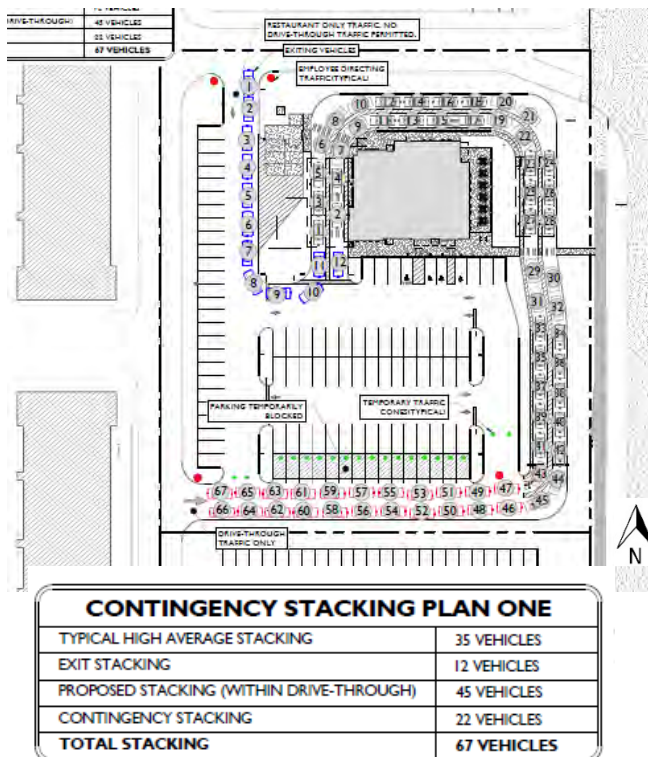
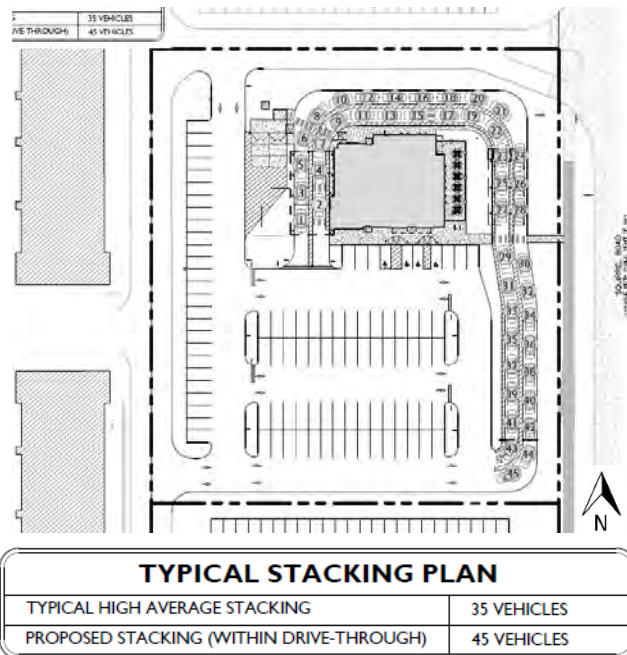
KEY ISSUES (cont.)

2. Traffic Review of the Land Use

Chick-fil-A is a very successful restaurant business that typically generates a higher customer demand than its competitors; thus, the City required the developer and Chick-fil-A, Inc. to provide a *Traffic Study, Drive-Through Lane Queuing Analysis, and Traffic and Circulation Narrative* to determine 1) the site could handle the vehicular demand associated with the proposed facility, and 2) the proposed facility would not negatively impacting the roadways and surrounding properties. Please review the enclosed reports from OHM Advisors and the Auburn Hills Police Department.

Based on OHM Advisors’ technical review of the traffic data provided by Chick-fil-A, Inc. and the site plan design, the City’s Administrative Site Plan Review Team finds the project will “not cause transportation, safety, or congestion problems” per the Special Land Use Permit approval requirements.

It is noted that a condition of the City’s approval of the Special Land Use Permit and Site Plan is that Chick-fil-A, Inc. and the restaurant operator ensure that vehicle stacking for the drive-through facility will be confined to the Chick-fil-A restaurant site in an organized manner per the company’s representations. The project’s proposed motion for approval outlines this condition in more detail.



KEY ISSUES (cont.)

3. Upgraded Architectural Design

Staff requested, and Chick-fil-A, Inc. agreed to construct an upgraded version of their prototype building, focusing on durable brick and metal building materials. The proposed building's materials, colors, and design features will positively impact the aesthetics of the Five Points "Golden Triangle" area. The proposal complies with the City's Architectural Design Policy.



Perspective views of the proposed building

4. Outdoor Seating Area

The developer and Chick-fil-A, Inc. propose a 928-square-foot outdoor seating area on the east side of the building, which requires a Special Land Use Permit. The area is designed to be a seasonal dining area for the restaurant, with six tables and 24 seats. The outdoor seating area is not proposed to have outdoor speakers.

STAFF RECOMMENDATION

Please be advised that this project has been reviewed by the City's Administrative Site Plan Review Team and has received a recommendation for approval.

We recommend Conditional Approval of the Special Land Use Permit request to allow for a restaurant with a drive-through facility and outside seating and offer the following discretionary findings of fact:

1. The location of the use will not negatively impact adjacent areas, which include non-residential zoned property.
2. The land will be used in accordance with its immediate character, which is planned and zoned for non-residential development.
3. The requirements of Section 1818 in the City's Zoning Ordinance will be met.
4. The use will promote the purpose and intent of the City's Zoning Ordinance.
5. The use will be consistent with the health, safety, and general welfare of the City of Auburn Hills and the purpose and intent of the City's Zoning Ordinance.
6. The requirements of Section 902, Item 26, will be met for the drive-through facility.
7. The applicable requirements of Section 902, Item 23, will be met for the outside seating area.

STAFF RECOMMENDATION (cont.)**Special Land Use Permit Condition:**

* Refer to the conditions in this report's Site Plan recommendation section and motion for approval.

We recommend Conditional Approval of the Site Plan and offer the following discretionary findings of fact:

1. The Site Plan contains sufficient basic information required by the Zoning Ordinance for a recommendation.
2. The requirements of Section 1815, Items 7A-7E of the Zoning Ordinance can be met as follows:
 - a) All requirements and standards of the Zoning Ordinance and other City Ordinances can be met.
 - b) Safe, convenient vehicular and pedestrian ingress/egress has been depicted; primary access will be to N. Squirrel Road and University Drive through multiple shared access drives.
 - c) Traffic circulation features within the site and the location of parking areas avoid common traffic problems and can promote safety.
 - d) A satisfactory and harmonious relationship will exist between the proposed development and the surrounding area.
 - e) The proposed use will not have an unreasonable, detrimental, or injurious effect upon the natural characteristics of the subject parcel or the adjacent area.
3. Based on the restaurant's usable floor area, 51 parking spaces are required, and 96 parking spaces are depicted.
4. The parking layout meets minimum requirements, and parking spaces are provided for people with disabilities (four are required, and four are provided). One van-accessible space is provided.
5. Building and parking setback requirements will be met.
6. Greenbelts will be provided.
7. Landscape requirements will be met, and calculations have been submitted. The plans call for replacing existing landscape trees in poor condition and missing landscape trees removed as part of the Romano's Macaroni Grill demolition. 52 trees are required, and 67 trees will be provided (13 existing trees and 54 new trees).
8. A note indicates that signs shall meet the requirements of the Zoning Ordinance. The existing Romano's Macaroni Grill restaurant pole sign will be replaced with a ten-foot-tall monument sign with a brick base, which is included in the packet.
9. A note indicates that exterior lighting shall meet the requirements of the Zoning Ordinance. Pole and wall-mounted lighting shall be shielded and directed downward. Lamp bulbs and lenses shall not extend below the light fixture shields. Light poles shall not be taller than the proposed height of 20 feet from grade.
10. A note indicates that parking spaces shall be double-striped.
11. Ground-mounted and roof-mounted mechanical equipment will be screened.
12. A note indicates that there will be no pallet storage, overnight vehicles, or trailer storage.
13. An eight-foot-wide pathway exists along N. Squirrel Road. Considerations for Complete Streets pedestrian and bike connectivity were made as part of the site design, with a dedicated walkway proposed from the N. Squirrel Road pathway to the building. This project will add a sidewalk connection/crossing to the parking lot north of the Applebee's Restaurant site. It is noted that a bike rack is also provided adjacent to the Chick-fil-A restaurant building.
14. A 30-foot-tall flagpole is proposed to display the American Flag. Per the details in the site plan package, the American Flag will be the only flag or sign permitted to be flown on the pole.

STAFF RECOMMENDATION (cont.)

15. The developer and Chick-fil-A, Inc. have agreed to install a dual electric vehicle (EV) charging station to service two EVs. Two EV parking spaces are depicted on the site plan. Signage for the spaces shall comply with City standards.
16. A Tree Removal Permit is required – 31 existing landscape trees have been identified to be removed or were removed as part of the demolition of the Romano's Macaroni Grill building and will be replaced with 54 new trees. A total of 67 trees will be provided on the site.

Conditions:

1. Chick-fil-A, Inc. and the restaurant operator shall comply with the *Chick-fil-A Traffic and Circulation Narrative* dated February 26, 2024, included in this packet.
2. Chick-fil-A, Inc. and the restaurant operator shall meet with assigned representatives of the City before the facility's opening, as represented in the *Chick-fil-A Traffic and Circulation Narrative* and as outlined in the Auburn Hills Police Department review.
3. The developer, Chick-fil-A, Inc. and their consultants have advised the City utilizing technical traffic and business operational studies that the proposed restaurant development and associated drive-through facility will "*not cause transportation, safety, or congestion problems*" per Section 1818, Item 2(C) of the Zoning Ordinance. Chick-fil-A, Inc. has provided contingency plans in the *Chick-fil-A Traffic and Circulation Narrative* showing that vehicle stacking for the drive-through facility can and will be confined to the Chick-fil-A restaurant site. For clarity of understanding of the City's approval of the development, Chick-fil-A, Inc. is aware that vehicle stacking for the drive-through facility shall not be permitted to occur within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties. If vehicle stacking for the drive-through facility occurs within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties, the Auburn Hills Police Department will notify Chick-fil-A, Inc. and the restaurant operator. Chick-fil-A, Inc. and the restaurant operator will have seven (7) days to remedy the situation upon notification. Failure to resolve the situation after the City's request may result in a public hearing and the potential revocation of the project's Special Land Use Permit by the City Council to operate the restaurant's drive-through facility.
4. During peak hours of operation, drive-through orders shall be taken and fulfilled utilizing both drive-through lanes with customers using the same lane from the drive-through entry point, order point, and pick-up point to provide full capacity of the drive-through facility as outlined in Chick-fil-A's Traffic Impact Study, Trip Generation and Drive-Through Queue Data Collection Study, and Traffic and Circulation Narrative diagrams. After the normalization of business operations in terms of staffing, staffing efficiency, and customer demand, the Chick-fil-A restaurant operator may utilize flexible drive-through facility operation practices upon consultation and written approval from the Auburn Hills Police Department. The flexibility could include: 1) both lanes may be utilized for ordering and funneled down to one lane for order pickup (creating a pull-around lane for cars receiving food faster than the car at the drive-through window/door area); 2) either lane may be used for mobile/third-party meal delivery orders only; 3) a single lane only may be utilized; or 4) other mutually agreed upon arrangement. This flexibility in drive-through facility operation practices will only be permitted if the Auburn Hills Police Department finds vehicle stacking does not exceed the capacity of the designated drive-through stacking area as shown on the approved site plan. If the Auburn Hills Police Department finds the Chick-fil-A restaurant operator does not properly execute this flexibility after it is granted, it shall have the right to revoke its approval partially or entirely.

STAFF RECOMMENDATION (cont.)

5. The location and assignment of dedicated parking spaces reserved for mobile/third-party meal delivery orders shall require approval from the Community Development Department. If utilized, permanent signage shall be installed, identifying the dedicated parking spaces.
6. Chick-fil-A, Inc. and the restaurant operator shall take all reasonable measures as represented in the *Chick-fil-A Traffic and Circulation Narrative* to prevent truck deliveries at the restaurant during peak hours of operation, including, for example, communicating with vendors and delivery services to avoid deliveries during peak hours of operation.
7. The developer and Chick-fil-A, Inc. shall utilize an underground grease containment/trap and internal oil/grease management system (closed-loop) for the restaurant. Above-ground grease containment systems shall be prohibited on the site.
8. Existing landscape trees proposed to be saved on the landscape plan not found in good condition by the City's Woodland Consultant after the site's redevelopment shall be replaced by the developer and Chick-fil-A, Inc. before the City's Temporary Certificate of Occupancy issuance.
9. The developer and Chick-fil-A, Inc. agree to meet the requirements of Article XX Administration and Enforcement, Section 2007. Performance Guarantees.
10. The approval shall be based on the representations made by the developer and Chick-fil-A, Inc. as documented in the public meeting minutes, the City's staff and consultant reports, and project submittal documents.

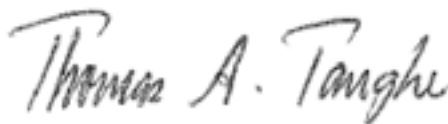
PLANNING COMMISSION RECOMMENDATION

Recommended Approval on March 6, 2024 (8-0 vote)

MOTION

Move to accept the Planning Commission's recommendation and approve the Special Land Use Permit, Site Plan, and Tree Removal Permit for Chick-fil-A, Inc. to construct a restaurant with a drive-thru facility and outdoor seating area subject to the conditions of the City's Administrative Review Team. The Chick-fil-A restaurant development shall not cause transportation, safety, or congestion problems per Section 1818, Item 2(C) of the Zoning Ordinance. Vehicle stacking for the drive-through facility shall be confined to the Chick-fil-A restaurant site, as outlined in Chick-fil-A's Traffic and Circulation Narrative dated February 26, 2024. Vehicle stacking for the drive-through facility shall not be permitted to occur within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties. If vehicle stacking for the drive-through facility occurs within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties, the Auburn Hills Police Department will notify Chick-fil-A, Inc. and the restaurant operator. Chick-fil-A, Inc. and the restaurant operator will have seven (7) days to remedy the situation upon notification. Failure to resolve the situation after the City's request may result in a public hearing and the potential revocation of the project's Special Land Use Permit by the City Council to operate the restaurant's drive-through facility.

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS
PLANNING COMMISSION
MINUTES

NOT YET APPROVED - EXCERPT

March 6, 2024

CALL TO ORDER: Chairperson Ouellette called the meeting to order at 7:00 p.m.

ROLL CALL: Present: **Carolyn Shearer, Sam Beidoun, Dominick Tringali, Jack Ferguson, Ray Saelens, Cynthia Pavlich, Chauncey Hitchcock, Greg Ouellette**
Absent: Laura Ochs
Also Present: Director of Community Development Steve Cohen, Assistant to the Director of Community Development Devin Lang, City Engineer Tim Juidici (OHM), City Engineer Hannah Driesenga (OHM)
Guests: 23

LOCATION: Council Chambers, 1827 N. Squirrel Road, Auburn Hills, MI 48326

5. PETITIONERS

5a. Chick-fil-A Restaurant (7:02 p.m.)

Public Hearing/Motion – Recommendation to City Council for Special Land Use Permit, Site Plan, and Tree Removal Permit approval to construct a restaurant with a drive-thru facility and outdoor seating area.

Mr. Cohen explained that this is a request to construct a 5,196-square-foot Chick-fil-A restaurant with a drive-thru facility and outdoor seating area at 2111 N. Squirrel Road. The land is currently vacant. The property is 2.24 acres and is zoned B-2, General Business District. Construction is anticipated to begin this summer, with projected completion in February 2025.

At 2.24 acres, the proposed restaurant will exceed the minimum 1.5-acre site size required by the Ordinance. The drive-thru facility design will exceed the 10-stacking space requirement. The stacking area proposed will hold up to 23 vehicles from the order boards.

Because Chick-fil-A typically generates a higher customer demand than its competitors, the City required the developer and Chick-fil-A, Inc. to provide a *Traffic Study, Drive-Through Lane Queuing Analysis, and Traffic and Circulation Narrative* to determine whether 1) the site could handle the vehicular demand associated with the proposed facility, and 2) the proposed facility would not negatively impact the roadways and surrounding properties. Mr. Juidici reviewed the proposed traffic plan and the applicant's two contingency plans. Based on OHM's technical review of the traffic data provided by Chick-fil-A, Inc. and the site plan design, the City's Administrative Site Plan Review team finds the project will not cause transportation, safety, or congestion problems per the Special Land Use Permit approval requirements.

Chick-fil-A, Inc. has agreed to construct an upgraded version of their typical building, focusing on durable brick and metal building materials. The proposed building's materials, colors, and design features will positively impact the aesthetics of the Five Points "Golden Triangle" area.

Justin Lurk, Chick-fil-A, 5200 Buffington Road, Atlanta, GA, presented Chick-fil-A's business model, reviewed the proposed design, and was available to answer any questions the Commission had.

The Commission asked about the following:

1. At what point the contingency plan will be implemented;
2. Staffing loads and staffing for the implementation of the traffic contingency plans;
3. Stacking issues impacting traffic on Hall Road;
4. The percentage of customers that are drive-thru versus dine-in;
5. How this location was chosen;
6. Potential construction traffic issues;
7. Impact on surrounding businesses at other locations;
8. Construction timeline;

9. The canopies; and
10. Building materials.

Mr. Lurk explained that during high peak times (e.g., the grand opening and time after the opening if needed), corporate and experienced staff will assist the owner/operator and new staff with training in implementing the contingency plans. This will allow new staff to see the contingency plan(s) in action. Per the Police Department's request, the owner/operator will meet with City staff before the store opens to ensure open communication and that operations go as smoothly as possible upon opening. The average shift will have 20-25 employees, and more will be scheduled for the grand opening. The owner/operator will adjust their staffing levels during peak times.

Mr. Lurk stated that the stacking issues experienced at the M-59/Hall Road Chick-fil-A store occur because the natural traffic patterns on Hall Road and Schoenherr Road are much higher than those on N. Squirrel Road. In addition, the Hall Road Chick-fil-A site is significantly smaller than the proposed Auburn Hills location, with fewer stacking spaces. He stated that this site is attractive to Chick-fil-A, Inc. because it is a larger parcel, has a significant surrounding business community, is conveniently located at Squirrel Road and University Drive, and is across from Oakland University.

Mr. Lurk explained that this location is expected to follow typical trends in that 55-60% of the patrons will be drive-thru, and 40-45% will be dine-in patrons.

Mr. Lurk does not expect construction traffic issues, as the site is large enough to contain construction materials and equipment. In addition, he stated that Chick-fil-A, Inc.'s restaurants positively impact surrounding businesses. There will be growing pains, but they are committed to communicating their construction plan to surrounding businesses to ensure an overall positive experience. The building materials will be two different colors of brick and metal to blend into the look of the surrounding area.

Mr. Lurk expects construction to begin before the end of the year, with a timeline of 5-6 months from the start to the store's opening.

The construction will include two canopies – one over the pickup window and the other over the order point. Employees will also be taking orders on iPads during peak operation.

Mr. Ouellette opened the public hearing at 7:38 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:39 p.m.

Moved by Hitchcock to recommend to City Council approval of the Special Land Use Permit, Site Plan, and Tree Removal Permit for Chick-fil-A, Inc. to construct a restaurant with a drive-thru facility and outdoor seating area subject to the conditions of the City's Administrative Review Team. The Chick-fil-A restaurant development shall not cause transportation, safety, or congestion problems per Section 1818, Item 2(C) of the Zoning Ordinance. Vehicle stacking for the drive-through facility shall be confined to the Chick-fil-A restaurant site, as outlined in Chick-fil-A's Traffic and Circulation Narrative dated February 26, 2024. Vehicle stacking for the drive-through facility shall not be permitted to occur within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties. If vehicle stacking for the drive-through facility occurs within the private access drives of the Five Points Site Condominium, University Drive, N. Squirrel Road, or any adjoining properties, the Auburn Hills Police Department will notify Chick-fil-A, Inc. and the restaurant operator. Chick-fil-A, Inc. and the restaurant operator will have seven (7) days to remedy the situation upon notification. Failure to resolve the situation after the City's request may result in a public hearing and the potential revocation of the project's Special Land Use Permit by the City Council to operate the restaurant's drive-through facility.

Second by Saelens.

VOTE: Yes: Hitchcock, Tringali, Beidoun, Ferguson, Saelens, Pavlich, Shearer, Ouellette

No: None

Motion Carried (8-0)

Mr. Ouellette thanked Mr. Cohen and the City's team for all their hard work and dedication in preparing the Chick-fil-A project for public review.



Development Application

Project Name: 2111 Squirrel Road

General Project Location: North West corner of University Drive and N Squirrel Road

Parcel Size: 2.24 AC **Zoning:** B-2

Sidwell Number(s): 14-13-176-012 & 14-13-176-013

Project Description: Proposed Drive-Through Restaurant

Building Size (sq. ft.): 5,028 SF

City Use Only

Address: 2111 N Squirrel

Date Received: _____

Fees Paid: _____

SP #: 230012

SLU #(s): 230005 & 230006

LD/LE/SUB #: _____

RZ #: _____

PUD #: _____

ZBA #: _____

PTR 230013

Check requested review(s)

- Site Plan
- Tree Removal Permit
- Special Land Use Permit(s) _____
- Land Division
- Land Exchange
- Subdivision
- Planned Unit Development - Step 1/Step 2/Combined
- Rezoning _____ to _____
- ZBA Variance or Interpretation (see supplemental application)
- Other _____

Applicant

Name: University Center Partners, LLC **Signature:** [Signature]

Business Name and Address: 215 E Merrill, Suite 205

City: Birmingham **State:** MI **Zip Code:** 48009 **Phone Number:** 248-203-9090

Fax Number: _____ **Alt. Phone Number(s):** _____

Property Owner(s)

Name: University Center Partners, LLC **Signature:** _____

Business Name and Address: 215 E Merrill, Suite 205

City: Birmingham **State:** MI **Zip Code:** 48009 **Phone Number:** 248-203-9090

(Provide additional sheet if necessary for multiple property owners)

Please contact the City of Auburn Hills Community Development Department,
 1827 N. Squirrel Road, Auburn Hills, MI 48326 / Phone: 248-364-6900 Fax: 248-364-6939
www.auburnhills.org

INV 68945 893.00

INV 68942 \$2-14-18 Version 3912.00
 INV 68943 \$600.00
 INV 68944 \$600.00

February 29, 2024

Mr. Steven Cohen, AICP
Director of Community Development
CITY OF AUBURN HILLS
1827 North Squirrel Road
Auburn Hills, Michigan 48326

RE: Chick-Fil-A (2111 North Squirrel Road)
Site Plan 1st Review

Dear Mr. Cohen:

We have completed the site plan review for the above referenced project with respect to grading, paving, storm drainage/detention, and availability of municipal utilities to serve the site. The site plan, received by this office on February 28, 2024, was prepared by Stonefield Engineering & Design. The review comments are noted below.

PERMITS:

Various permits will be required for this site, including but not limited to the following:

- Soil erosion permit from O.C.W.R.C.
- Water main extension permit from E.G.L.E.
- Temporary grading easement from adjacent property owner

GENERAL:

The site is located on the west side of North Squirrel Road between University Drive and Walton Boulevard at 2111 North Squirrel Road in Section 13 of the City of Auburn Hills. The applicant is proposing to redevelop the existing Macaroni Grill site into a stand-alone Chick-Fil-A (CFA) which will contain a drive-through restaurant and space for outdoor seating. The proposed site will consist of 5,196 sq. ft of drive-through restaurant space and 928 sq. ft. of outdoor patio space. The proposed parcel along with the adjacent properties to the north and south are zoned General Business (B-2). The adjacent property to the west is zoned General Business (B-2) with a Planned Unit Development (PUD) Overlay of Multi Family Residential. A complete legal description of the parcel is shown on the plan. The City of Auburn Hills Standard Notes and Fire Department Notes are included on the plans. A landscape plan was included in the plan set and appears to be acceptable. The City of Auburn Hills Standard Details were not included in the plan set and will need to be in the engineering review submittal. Furthermore, a demolition plan and a soil erosion and sedimentation control plan are needed for the engineering review.

MUNICIPAL UTILITIES:

An existing 16-inch water main runs through the boulevard in the center of North Squirrel Road. 8-inch water main extends west from the 16-inch main and continues along the east and north side of the site. The existing water main ultimately loops out to the 12-inch water main extending along the east side of Five Points Drive to the west of the site. A portion of the 8-inch water main that would have extended underneath the proposed drive-through order canopy on the east side of the site is proposed to be relocated approximately 15 feet west so that it is outside the limits of the proposed canopy. The fire suppression line and domestic water service are proposed to extend south from the existing 8-inch water main located on the north side of the site to the north side of the



building. The applicant is also proposing an irrigation lead that extends west from the north side of the building towards the greenbelt located between the trash enclosure and drive-through. Two (2) existing fire hydrants are proposed to be removed from the north side of the site. One (1) new fire hydrant will be installed approximately 70 feet south from the southeast corner of the building, and one (1) new fire hydrant will be installed on the northwest side of the site, to the north of the trash enclosure. A profile for the proposed 8-inch water main shall be provided at engineering review. The existing water main easement is identified to be vacated and a new easement is to be recorded, centered on the existing and proposed on-site public water main, during the close-out process of the project.

There is an existing 10-inch sanitary sewer that extends north through the adjacent parcel to the south and then extends west out to Five Points Drive. The applicant is proposing to tap the existing sanitary manhole in the northwest corner of the adjacent parcel and extend a new 6-inch sanitary sewer lead to the east side of the building. A grease trap is also proposed on the east side of the building, off-line of the proposed sanitary sewer lead. A 20-foot-wide private sanitary sewer easement is proposed over the sanitary sewer located on the adjacent parcel.

STORM SEWER AND DETENTION:

The site has a maximum discharge rate of 0.20 cfs/acre. Storm water runoff for the site will be collected via catch basins and routed to an underground detention system located in the northwest corner of the site. Preliminary underground detention and runoff calculations have been provided on the plan and appear to meet City requirements. Calculations were provided for the existing site which was designed for the 10-year storm event included within the Five Points development regional detention basin and proposed site designed for the 100-year storm event. The proposed site appears to provide adequate underground detention to detain the difference between the 100-year and 10-year storm event. Additional information on the proposed storm sewer and underground detention system (i.e., material, slope, profile, calculations, etc.) will be required for the engineering submittal. A water quality unit has been provided on the plans prior to the storm water entering the underground detention system. The water quality unit shall conform to City standards and additional details and calculations for the water quality unit will be needed for the engineering review.

PAVING/GRADING:

Access to the site is provided through two (2) existing approaches off North Squirrel Road and existing shared access drives with the adjacent parcels. New approaches are to be installed from the shared access drive to the north and the shared access drive to the west. The plans indicate concrete curb and gutter throughout the parking lot, a full depth asphalt pavement section for the parking area and drive aisles, and concrete pavement for the drive-through. Pavement cross-sections for the site have been provided on the plans and appear to meet City standards.

The applicant is proposing 96 parking spaces including 4 barrier free parking spaces. The proposed building includes a double lane drive-through with 45 stacking spaces. The drive through is adjacent to the west, north, and east side of the building continuing south along the east side of the property. The proposed dumpster location has been included on the plans in the northwest corner of the building. A loading/unloading zone is proposed on the west side of the building as well. Concrete sidewalk has been provided around the proposed buildings to provide access for employees and customers from the parking lot to the building. A connection to the pathway on North Squirrel Road has been provided from the building and a sidewalk connection has been provided at the parcel to the south.

Existing and proposed grades are shown with contours and spot elevations. The site slopes towards the north side of the parcel and follows the existing site's drainage pattern. Perimeter site slopes shall meet the requirement of 1:4 max and match into existing contours prior to all abutting property lines. Pavement slopes are mostly consistent with City standards and are to remain between 1% and 6% for drive areas and between 1% and 4% for parking



areas. Sidewalk and pathway grades shall meet ADA requirements. No retaining walls are currently proposed on the site.

TRAFFIC:

A traffic impact study (TIS) has been completed by the applicant for the proposed development. The TIS was prepared by Fishbeck to evaluate traffic impacts of the proposed facility on the adjacent roadway network. This TIS took into account existing background traffic with anticipated future growth as well as the anticipated traffic for the planned Avant at Five Points development. The study analyzed signalized intersections on N. Squirrel at University and Walton as well as unsignalized intersections and crossovers along the corridor. Intersections and crossovers along University between Five Points and N. Squirrel were also evaluated. Count observations at four (4) CFA locations in the southeast Michigan area were used to forecast site-generated traffic. The TIS also took into account pass-by trips, which are trips already existing on the adjacent road network that are interrupted to visit the site. The CFA restaurant will operate Monday through Saturday and will be closed on Sunday. As indicated in the TIS, anticipated trips are greater during the weekday midday hour and Saturday midday peak hour. Approximately 406 trips are anticipated during the weekday midday hour with 162 trips being pass-by and 244 trips being new. During the Saturday midday hour, approximately 349 trips are anticipated with only 140 being pass-by. It should be noted that the prior site use of the Macaroni Grill restaurant generated similar total trips but had longer turnover of customers. We anticipate the traffic generated from the proposed CFA restaurant at this site will not significantly impact the adjacent road network.

In addition, a drive-through site queue analysis for the proposed CFA restaurant has been completed by Fishbeck. Data collection was performed at four (4) CFA locations in the southeast Michigan area in order to determine anticipated drive-through queue for the proposed development. The queue analysis established a maximum drive-through queue length (measured from the pick-up location) of 44 vehicles during the Saturday midday peak hour and an average maximum of 28 vehicles at any given time. The proposed drive-through for this site has been designed to accommodate 45 vehicles within the site drive-through stacking area. In order to address concerns with excessive drive-through demand during peak times (such as initial opening), the developer has provided a traffic circulation narrative which includes a typical stacking plan and two contingency stacking plans. The Typical Stacking Plan provides stacking within the drive-through for 45 vehicles with an anticipated typical high average stacking of 35 vehicles. Contingency Stacking Plan One provides stacking for 45 vehicles within the drive-through, and contingency stacking of 22 vehicles (total of 67 vehicles) within the parking aisle on the south side of the site. This contingency plan would temporarily block the southernmost 15 parking spaces as well as restrict drive-through traffic to access only the southwest drive. Contingency Stacking Plan Two also provides 45 vehicles within the drive-through and contingency stacking of 51 vehicles (total of 96 vehicles) within various parking aisles across the site. This plan would temporarily block the southernmost 30 parking spaces as well as close the southwest drive and impede access to parking across the site. In both contingency scenarios, additional employees will be deployed across the site to direct and monitor traffic (4 staff in Plan One and 7 staff in Plan Two), which is essential to the success of these plans.

We have reviewed the methodology, analysis, and conclusions for both the TIS and drive-through queue analysis and are in concurrence with the findings and recommendations included in the Traffic Circulation Narrative/Contingency Stacking Plans.

RECOMMENDATIONS:

The site plan is in substantial compliance with City of Auburn Hills requirements, and has been stamped "Approved" by our office. We ask that the site plan approval acknowledge the following:

1. The site improvement plan, designed in accordance with Ordinance No. 806, shall be submitted to the City for review and approval prior to construction. A detailed cost estimate for the improvements shall be submitted with the plans signed and sealed by the design engineer.



2. The developer must post a performance guarantee, in accordance with the City's requirements as set forth in the City of Auburn Hills Ordinance No. 372, Section 2007, Performance Guarantees. The estimate of the guarantee shall be submitted with the site improvement plan and must reflect all costs for site improvements, including but not limited to mass grading, roadways, lighting, utilities, pathways, sidewalks, screening, landscaping, driveways, retaining walls, parking lots, drainage, stormwater retention basins, and other similar features.

If you have any questions or are in need of any further information, please feel free to contact our office.

Sincerely,
OHM Advisors

Hannah Driesenga

Hannah Driesenga, P.E.

Transmitted via e-mail to Steve Cohen: February 29, 2024

cc: File

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REV#1_APP.DOCX



Date: February 26, 2024

Tenant: Chick-fil-A
5200 Buffington Road
Atlanta, GA 30349
Justin Lurk
573-268-0957
Justin.lurk@cfacorp.com

Traffic & Circulation Narrative

Chick-fil-A is proposing to lease the 2.24 acres of real estate located at 2111 Squirrel Road in Auburn Hills, Michigan. Chick-fil-A intends to construct a 5,028 s.f. one-story, fast-food restaurant with a drive-up door and outdoor patio.

Local Ownership

- Our business model is built on local owners who come from a variety of backgrounds and work experience. Most Chick-fil-A owner/operators (franchisee) have only one restaurant, and they live in the community where their restaurant is located.
- The Franchisee is responsible for the day-to-day operations of the restaurant. Operators are selected approximately six months prior to grand opening (typically at construction start of the project).
- The Franchisee will meet with the Police and Planning Department once selected to review/align on the traffic management plans for grand opening and beyond.

Hours of Operation:

- Monday through Saturday – 5:30am to 11:00pm. Hours of operation are determined by the Franchisee based on demand and volume.
- Sunday – Closed

Number of Employees (Typical Shift): 20-25 employees

Number of Company Vehicles: If the franchisee chooses to utilize one (1) catering van, then the franchisee shall apply for and obtain a Special Land Use Permit approval from the City of Auburn Hills for the outside storage of the vehicle.

Deliveries / Loading Areas:

- After hours key drop deliveries with WB-62 truck are typically made between 12:00am and 5:00am. Deliveries are dropped inside the building.
- During the normal business day (typically scheduled for off-peak hours) a box truck delivery of fresh bread, produce, etc. will be made. Dumpster area may be utilized for these short deliveries.

Refuse:

- Dumpster Enclosure provides space for two trash containers – Pickup day/time is based on vendor schedule by intended to be completed during off-peak hours.
- Hose bibb provided in the dumpster enclosure to allow for regular cleaning / maintenance.
- Enclosed room at dumpster enclosure is locked and utilized to store site related maintenance equipment (ie. Shovels, blower, salt, brooms, extra traffic cones, etc)

Drive-through lane circulation

- Chick-fil-A continues to evolve the way fast food is delivered efficiently to their customers by providing the best customer experience and speed of service. The dual flex drive-through lanes allow for flexibility throughout the day by the franchisee based on volume, staffing, weather conditions, etc.
- Volume
 - COVID: Many of the Michigan locations opened during COVID and thus experienced a huge burden on the drive-through (as all restaurants in the state had their doors closed for indoor dining).
 - Today: In-store vs drive-through orders (typical of most locations in Michigan):
 - 40-45% dine-in / third-party (Doordash, Grubhub, etc) / order pickup
 - 55-60% drive-through orders
- Drive-through orders may be taken and fulfilled in a variety of ways:
 - Both lanes may be utilized to allow customers to enter either lane and stay in the same lane from the order canopy to pickup canopy
 - Either lane may be used for mobile / third-party meal delivery orders only
 - Both lanes may be utilized for ordering and funneled down to one lane for order pickup (creating a pull around lane for cars receiving food faster than the car at the drive thru window/door area)
 - Single lane only may be utilized
 - Etc.
- During peak hours, employees may take orders via an electronic tablet in the drive-through lane to increase order capacity and reduce wait times.
- Drive-through traffic is continuously monitored to determine best method to service customers by the franchisee.
- Employees deliver orders to both lanes via the meal delivery door.
- The drive-through canopies have been designed to keep the customers and employees sheltered from Michigan’s various weather conditions.
- Employees trained in traffic management will be positioned as needed on the site to direct traffic and assist customers (as needed).
- Private traffic management companies or retired police officers may also be hired to assist with traffic management during high volume periods (e.g. grand opening).
- Mobile orders may be picked up inside the restaurant or within the drive-through lane (or sometimes via dedicated spaces in the parking lot should the local franchisee choose that service).
- Third-party delivery orders require the driver to park and enter the restaurant to pick up orders.

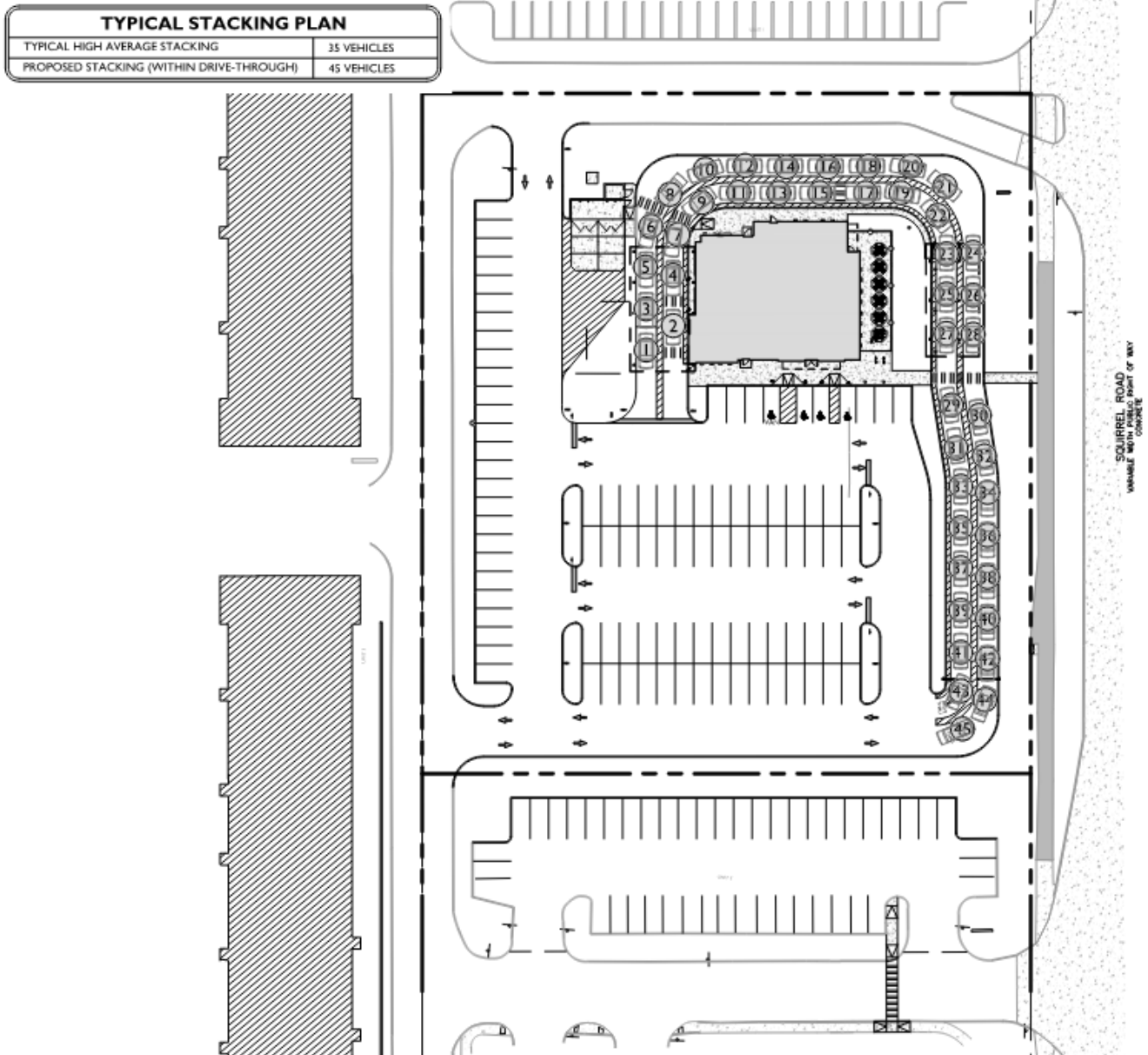
Chick-fil-A Drive-through queuing

- Information related to queuing has been provided via the Traffic Impact Study dated September 11, 2023. Report should be referenced for more detailed information relating to traffic volumes and trip generation.
- The maximum queuing for each site has been highlighted below.
- These are existing operating Chick-fil-A sites in the area.
- Maximum queue length based on the traffic study was 45 vehicles

Table 4 – Queuing Results

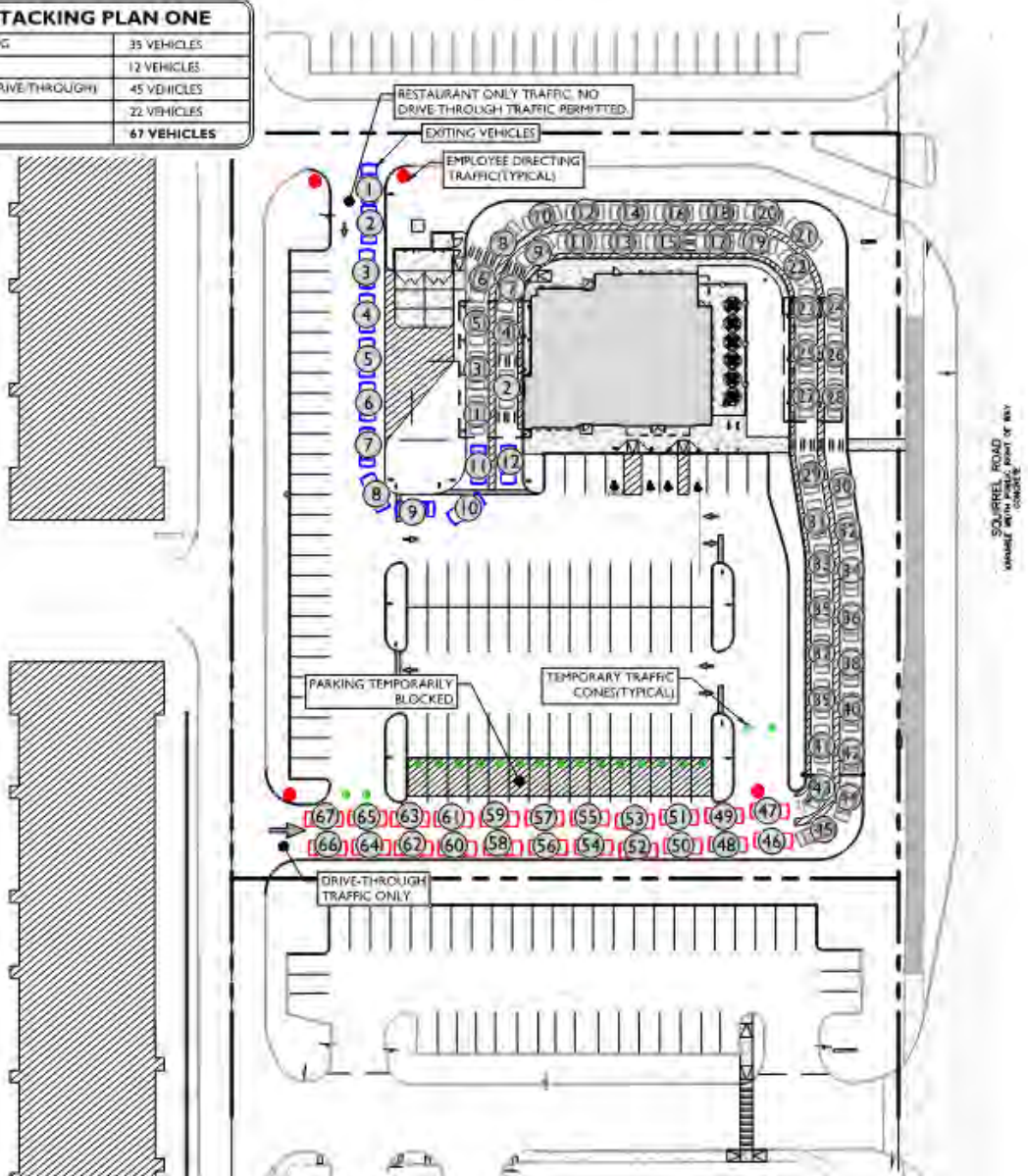
Time	Locations (Queue Lengths [vehicles])							
	Weekday peak hour				Saturday midday peak hour			
	Novi	Allen Park	Northville	Shelby Township	Novi	Allen Park	Northville	Shelby Township
11:50 a.m.	4	10	14	40	18	12	7	24
12:00 p.m.	10	16	21	34	18	10	6	27
12:10 p.m.	16	14	22	31	22	9	13	29
12:20 p.m.	19	21	21	30	17	7	5	39
12:30 p.m.	23	18	19	38	16	5	10	44
12:40 p.m.	26	22	11	37	20	6	19	43
12:50 p.m.	24	19	10	22	23	18	18	34
1:00 p.m.	23	19	8	39	28	18	14	39

- The drive-through for the Auburn Hills location has been designed to accommodate 45 vehicles within the double drive-through lanes alone.



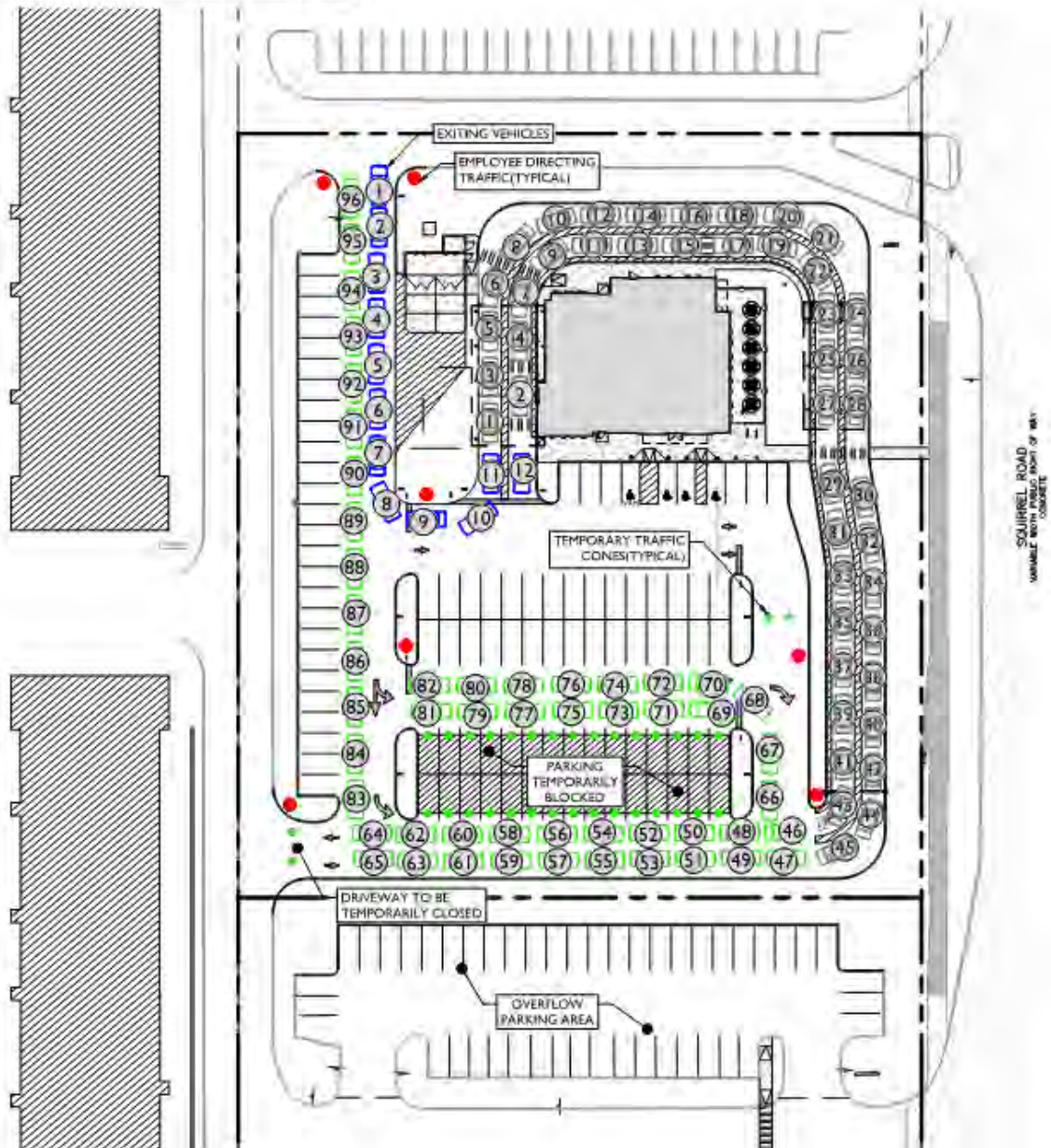
- Alternate plans have been proposed to accommodate additional vehicles.
- Contingency Stacking Plan One - This plan can accommodate 67 vehicles onsite

CONTINGENCY STACKING PLAN ONE	
TYPICAL HIGH AVERAGE STACKING	35 VEHICLES
EXIT STACKING	12 VEHICLES
PROPOSED STACKING (WITHIN DRIVE-THROUGH)	45 VEHICLES
CONTINGENCY STACKING	22 VEHICLES
TOTAL STACKING	67 VEHICLES



- Contingency Stacking Plan Two - This plan can accommodate 96 vehicles onsite

CONTINGENCY STACKING PLAN TWO	
TYPICAL HIGH AVERAGE STACKING	35 VEHICLES
EXIT STACKING	13 VEHICLES
PROPOSED STACKING (WITHIN DRIVE-THROUGH)	45 VEHICLES
CONTINGENCY STACKING	51 VEHICLES
TOTAL STACKING	96 VEHICLES



- Zoning Ordinance requires 10 vehicle queuing space 18' long (180') from the order station. Our site plan surpasses code requirement in each of our drive thru lanes by 25% or more.
- Based on similar locations, it is NOT expected that the drive-through queuing will exceed the lane capacity.

Drive-through in Emergency:

- In the event of an emergency in the drive-through lane, employees will direct traffic to empty one of the two lanes to allow the vehicle to exit. This is a benefit of having 2 lanes all the way around the building.

Retail Center / Access:

- Proposed site is part of a larger retail center which includes: Applebee's Restaurant, Credit Union, DiBella's Subs, Mediterranean Street Food, SVS Vision, AT&T, Jersey Mike's Subs, Blaze Pizza, Starbucks, Red Olive Restaurant, Medical Center and Apartments.
- Three (3) access points are available for entry / exit to the site
 - Two access points from N. Squirrel Road
 - One access point from University Drive





POLICE DEPARTMENT
1899 North Squirrel Road
Auburn Hills, MI 48326

MEMORANDUM

TO: Steve Cohen, Director of Community Development
FROM: Jeremy Stubbs, Lieutenant
DATE: February 28, 2024
SUBJECT: Chick-fil-A

The Auburn Hills Police Department consulted with the OHM Traffic Engineering team and concurred with their findings that the site Traffic Impact Study (TIS) and Queuing Analysis completed by the Developer for the proposed Chick-fil-A site had been completed appropriately.

The Auburn Hills Police Department has no objections to the project as presented in the site plans under the following conditions. Chick-fil-A, Inc. and the restaurant operator shall meet with assigned representatives of the City of Auburn Hills Police Department, Community Development Department, City Manager's Office, and City Attorney's Office at least 30 days before the facility's opening. The intent of this coordination meeting, along with subsequent meetings deemed necessary by the City, is to review Chick-fil-A's implementation of its site circulation and traffic management plan to best prepare for the initial customer demand and surge of traffic anticipated upon opening due to the restaurant's unique popularity in the region.

Respectfully,

Lieutenant Jeremy Stubbs
Auburn Hills Police Department

Chick-fil-A Auburn Hills

Special Land Use / Site Plan Approval



Represented by:

Justin Lurk, Chick-fil-A – Project Development Lead

Doraid Markus, University Center Partners, LLC – Petitioner / Property Owner

Stonefield Engineering

PEA Group



Introduction to Chick-fil-A

Chick-fil-A® is in the business of serving our guests great food and remarkable service.



- Family-owned and privately-held.
- Devoted to serving the local communities in which we operate, while offering great-tasting food made with high-quality ingredients — including the Original Chick-fil-A® Chicken Sandwich.
- Closed on Sundays, a tradition honored as a day of rest by the founder, S. Truett Cathy.
- Partner with local nonprofits to improve the lives of people in our communities who need help most.
- Chick-fil-A restaurants located in more than 3,000 locations in 48 states, Washington D.C. Canada and Puerto Rico.



Local Ownership / Team Member Experience



“We’re not in the chicken business, we’re in the people business.”



- Our business model is built on local owners who come from a variety of backgrounds and work experiences. Most Chick-fil-A franchise owners have only one restaurant, and they live in the community where their restaurant is located.
- Working at Chick-fil-A restaurant means flexible work hours and leadership growth opportunities, competitive wages and benefits, hands-on training and mentoring and the chance to apply for scholarships to support their continuing education
- Since 1973, Chick-fil-A, Inc. has awarded more than \$162 million in scholarships to more than 93,000 Team Members.



Giving Back



- **Food Donation** - Each time a franchised Chick-fil-A restaurant opens, Chick-fil-A, Inc. donates \$25,000 to a LOCAL food bank. In addition, through its Shared Table program, participating Chick-fil-A restaurants donate their surplus food to local shelters, soup kitchens and charities. In just the last few years, our Operators have donated approximately ten million meals.
- **Community and People** - Through the True Inspiration Awards program, Chick-fil-A, Inc. awards grants to local nonprofit organization working in the areas of education, hunger & environmental stewardship. Many winning organizations are nominated by a local Chick-fil-A restaurant Operator. Since the program began in 2015, \$12 million has been awarded to 171 community organizations!



Prototype Design



PERSPECTIVE VIEW



PERSPECTIVE VIEW



PERSPECTIVE VIEW



PERSPECTIVE VIEW

Proposed Design Upgrade



PERSPECTIVE VIEW



PERSPECTIVE VIEW



PERSPECTIVE VIEW



PERSPECTIVE VIEW

Distinctive design for Auburn Hills



Chick-fil-A Detroit Journey



1
Allen Park
January 2020
❖ Brad Lunsford



4
Shelby Township
January 2021
❖ Dennis Sampier



2
Twelve Oaks (Novi)
June 2020
❖ Michael Killian



5
Woodhaven
October 2021
❖ Cody Gibson



3
Northville
January 2021
❖ Phil Whitsel



6
Southfield
September 2022
❖ Matthew Leverett



Chick-fil-A Detroit Journey continued...

7



Monroe
December 2022
❖ Dustin Schultes

8



Livonia
January 2023
❖ Vikki Brown

9



Flint
September 2023
❖ Greg McKay

Active Development:

Ann Arbor
Auburn Hills
Belleville
Canton
Chesterfield
Clinton Township
Detroit
Fort Gratiot
Lincoln Park
Orion Township
Rochester Hills
Roseville
Saginaw
Taylor
Troy
Van Buren Township



Detroit Metro Area

Current Status

- 9 Chick-fil-A free standing locations plus 2 non-traditional locations (Somerset Mall & Detroit Medical Center)
- 120 average employees per location
- Approximately 1,300+ employees within the Detroit metro area

2024-2034 FOCUS (10 year look ahead)

- 5-10 new locations opened each year
- 50+ new locations in Michigan by 2033
- \$300+ million direct investment over next 10 years

FUTURE STATE GOAL:

- To have a CFA location with 10 min drive of 80% of the Detroit metro area population.



Chick-fil-A By County



County	Population	Open CFA Locations	Market Penetration (Population vs Store count - current state)	Active New Opportunities	Adjusted Market Penetration (Future State)
Shiawassee	68,022	0	0	1	68,022
Genesee	401,983	1	401,983	6	57,426
Lapeer	88,780	0	0	1	88,780
St. Clair	160,151	0	0	3	53,384
Macomb	874,195	1	874,195	14	58,280
Oakland	1,269,431	2	634,716	24	48,824
Livingston	196,161	0	0	4	49,040
Washtenaw	366,376	0	0	9	40,708
Wayne	1,757,043	4	439,261	18	79,866
Detroit	632,464	0	0	7	90,352
Monroe	155,609	1	155,609	2	51,870
Lenawee	98,567	0	0	1	98,567
Totals	6,068,782	9	674,309	90	61,301

FUTURE STATE GOAL:

- **Chick-fil-A location within a 10 min drive of 80% of the Detroit metro area population.**



Questions?

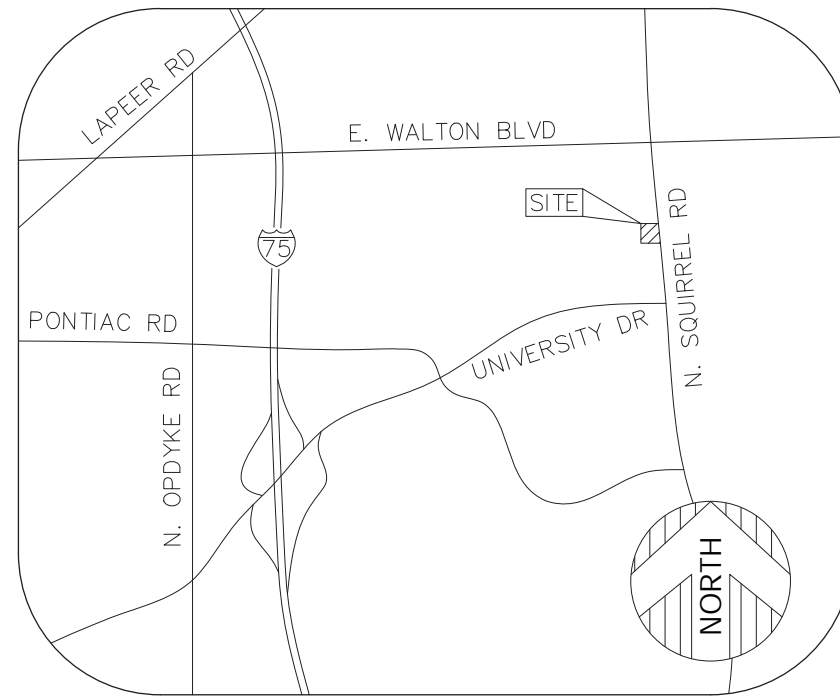


PROJECT STATEMENT:

THIS PROJECT AIMS TO PROVIDE A NEW FOOD OPTION TO THE CITY OF AUBURN HILLS THROUGH A STAND ALONE RESTAURANT ON THE WEST SIDE OF SQUIRREL ROAD. THE SITE BLENDS WITH THE ADJACENT COMMERCIAL USERS TO THE SOUTH AND APARTMENTS TO THE WEST TO PROVIDE AN ESTABLISHED SENSE OF COMMUNITY IN THE AREA. THE DEVELOPMENT WILL CONTAIN A CHICK-FIL-A RESTAURANT, AND SPACE FOR OUTDOOR SEATING.

SITE DEVELOPMENT PLAN FOR 2111 SQUIRREL ROAD PROPOSED CHICK-FIL-A

PID: 14-13-176-012 & 14-13-176-013
2111 NORTH SQUIRREL ROAD
CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN



LOCATION MAP

PLANS PREPARED BY:



Detroit, MI · New York, NY · Rutherford, NJ
Princeton, NJ · Tampa, FL · Boston, MA
www.stonefieldeng.com

607 Shelby Suite 200, Detroit, MI 48226
Phone 248.247.1115



Know what's below
Call before you dig.

APPLICANT

UNIVERSITY CENTER PARTNERS, LLC
DORAID MARKUS
251 E MERRILL, SUITE 205
BIRMINGHAM, MI 48009
248-203-9090
DMARKUS@MARKUSLLC.COM

ENGINEER / LANDSCAPE ARCHITECT

STONEFIELD ENGINEERING & DESIGN
ERIC WILLIAMS
607 SHELBY STREET, SUITE 200
DETROIT, MI 48226
248-247-1115
EWILLIAMS@STONEFIELDENG.COM

SHEET INDEX	
DRAWING TITLE	SHEET #
COVER SHEET	C-1
EXISTING CONDITIONS PLAN / ALTA & TOPOGRAPHIC SURVEY	C-2
TREE INVENTORY PLAN	C-3
SITE PLAN	C-4
ADJACENT SITE PLAN	C-5
GRADING PLAN	C-6
STORM MANAGEMENT PLAN	C-7
UTILITY PLAN	C-8
CONSTRUCTION DETAILS	C-9 THRU C-11
LANDSCAPE PLAN	C-12
LANDSCAPING DETAILS	C-13
ARCHITECTURAL PLANS	X-900BNB
LIFE SAFETY PLAN	G-003

DATE	BY	DESCRIPTION
02/28/2024	JD	FOR SITE PLAN APPROVAL
03/07/2024	JD	FOR SITE PLAN APPROVAL
12/08/2023	EW	FOR SITE PLAN APPROVAL
11/16/2023	EW	FOR SITE PLAN APPROVAL



Detroit, MI · New York, NY · Rutherford, NJ
Princeton, NJ · Tampa, FL · Boston, MA
www.stonefieldeng.com
607 Shelby Suite 200, Detroit, MI 48226
Phone 248.247.1115

SITE DEVELOPMENT PLAN 2111 SQUIRREL ROAD PROPOSED CHICK-FIL-A

PID: 14-13-176-012 & 14-13-176-013
2111 NORTH SQUIRREL ROAD
CITY OF AUBURN HILLS
OAKLAND COUNTY, MICHIGAN



J. REID COOKSEY, P.E.
MICHIGAN LICENSE No. 6201069428
LICENSED PROFESSIONAL ENGINEER



SCALE: AS SHOWN PROJECT ID: DET-200290

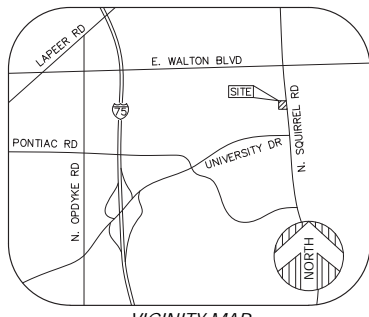
TITLE:

COVER SHEET

DRAWING:

C-1

V:\PROJECTS\2024\MARKUSMANAGEMENT\GROUPS\2111\N. SQUIRREL ROAD_AUBURN HILLS\ARCAD\2024\SDP-01_COVER.DWG



VICINITY MAP
(NOT TO SCALE)

PARKING

HANDICAP PARKING = 8 STALLS
STANDARD PARKING = 125 STALLS

PARCEL AREA

97,908± SQUARE FEET = 2.24± ACRES

BASIS OF BEARING

SOUTH 04°52'20" EAST, BEING THE WEST RIGHT OF WAY LINE OF N. SQUIRREL ROAD, AS PLATTED.

BENCHMARK

SITE BENCHMARK #1
ARROW ON HYDRANT, SOUTH SIDE OF SITE.
ELEVATION = 950.50' (NAVD 88 DATUM)

SITE BENCHMARK #2
MAG NAIL IN SOUTH FACE OF UTILITY POLE,
NORTH SIDE OF SITE.
ELEVATION = 944.76' (NAVD 88 DATUM)

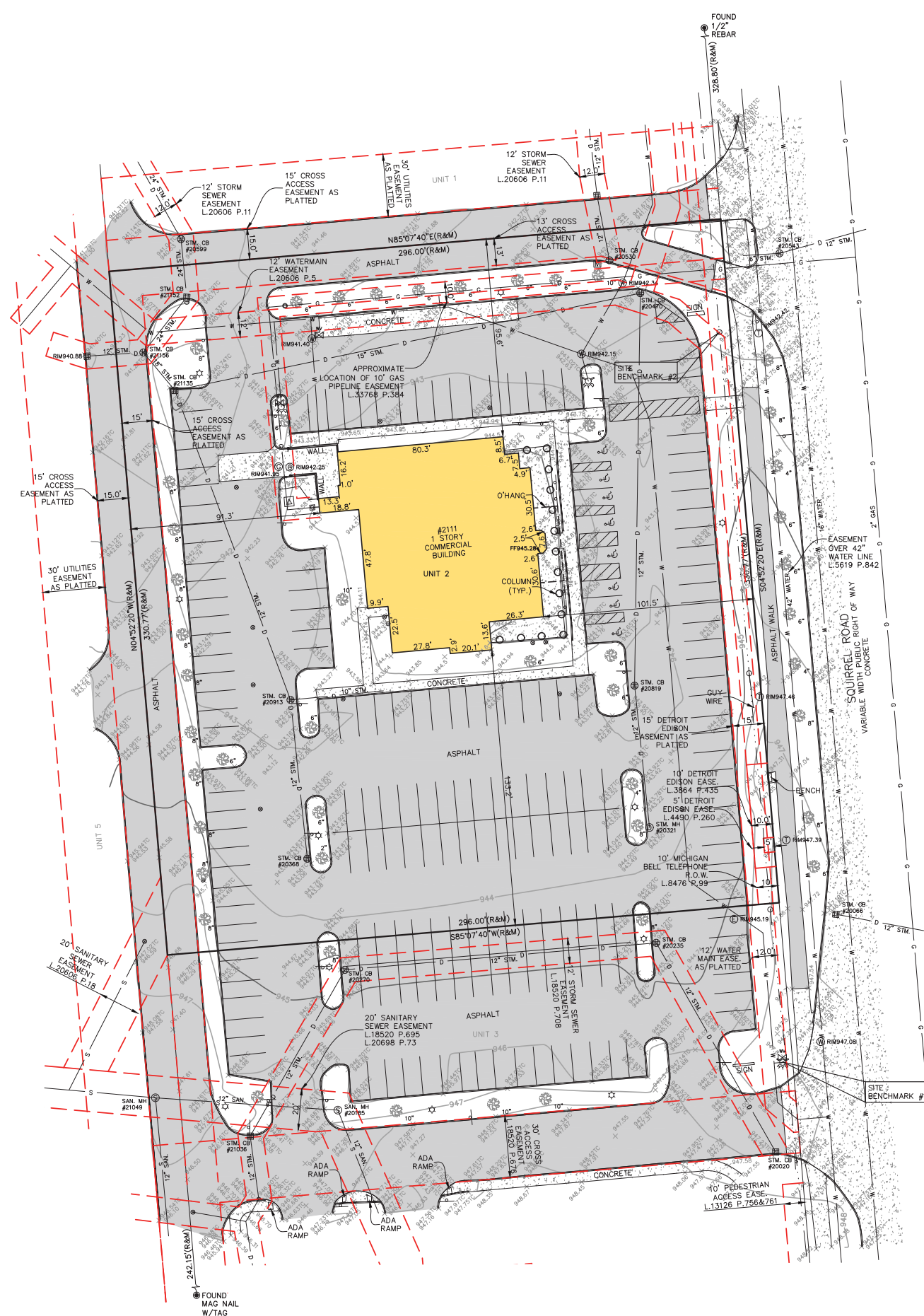
FLOOD NOTE

SUBJECT PARCEL LIES WITHIN:
OTHER AREA (ZONE X); AREAS DETERMINED TO BE OUTSIDE OF THE 0.2% ANNUAL CHANCE FLOODPLAIN.

AS SHOWN ON FLOOD INSURANCE RATE MAP: MAP NUMBER 2612500386F, DATED 9/29/2006, PUBLISHED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

LEGEND

- FOUND MONUMENT (AS NOTED)
- (R&M) RECORD AND MEASURED DIMENSION
- (R) RECORD DIMENSION
- (M) MEASURED DIMENSION
- GROUND ELEVATION
- ⊕ ELECTRIC MANHOLE
- ⊖ TRANSFORMER
- UTILITY POLE
- GAS LINE MARKER
- GAS METER
- TELEPHONE MANHOLE
- CLEANOUT
- SANITARY MANHOLE
- ROUND CATCH BASIN
- SQUARE CATCH BASIN
- STORM MANHOLE
- GREASE TRAP
- FIRE HYDRANT
- WATER GATE MANHOLE
- WATER VALVE
- BOLLARD
- LIGHTPOST/LAMP POST
- MAIL BOX
- SINGLE POST SIGN
- HANDICAP PARKING
- DECIDUOUS TREE (AS NOTED)
- PARCEL BOUNDARY LINE
- - - PLATTED LOT LINE
- - - EASEMENT (AS NOTED)
- BUILDING
- BUILDING OVERHANG
- CONCRETE CURB
- PARKING
- EDGE OF CONCRETE (CONC.)
- EDGE OF ASPHALT (ASPH.)
- WALL (AS NOTED)
- OVERHEAD UTILITY LINE
- GAS LINE
- SANITARY LINE
- D STORM LINE
- W WATER LINE
- MINOR CONTOUR LINE
- MAJOR CONTOUR LINE
- BUILDING AREA
- ASPHALT
- CONCRETE



PROPERTY DESCRIPTION

THE LAND IS DESCRIBED AS FOLLOWS: CITY OF AUBURN HILLS, COUNTY OF OAKLAND, STATE OF MICHIGAN

UNIT 2, FIVE POINTS SITE CONDOMINIUM, A CONDOMINIUM ACCORDING TO THE MASTER DEED RECORDED IN LIBER 19812, PAGE(S) 688 THROUGH 733.1 AND AMENDED BY FIRST AMENDMENT TO MASTER DEED RECORDED IN LIBER 20606, PAGES 1 THROUGH 4, INCLUSIVE, OAKLAND COUNTY RECORDS, AS AMENDED AND DESIGNATED AS OAKLAND COUNTY CONDOMINIUM SUBDIVISION PLAN NUMBER 1168, TOGETHER WITH RIGHTS IN COMMON ELEMENTS AND LIMITED COMMON ELEMENTS AS SET FORTH IN THE AFOREMENTIONED MASTER DEED AND AS DESCRIBED IN ACT 69 OF THE PUBLIC ACTS OF 1978, AS AMENDED.

TOGETHER WITH A CROSS ACCESS EASEMENT AND THE TERMS AND CONDITIONS THEREOF BETWEEN BWG AUBURN HILLS, L.L.C., A MICHIGAN LIMITED LIABILITY COMPANY AND APPLEBEE'S OF MICHIGAN, INC., A MICHIGAN CORPORATION, DATED APRIL 16, 1998, RECORDED MAY 28, 1998 IN LIBER 18520, PAGE 676, OAKLAND COUNTY RECORDS.

PROPERTY DESCRIPTION AS SURVEYED:
UNIT 2 OF FIVE POINTS SITE CONDOMINIUM, OAKLAND COUNTY SUBDIVISION PLAN NO. 1168, CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN, AS RECORDED IN LIBER 19812, PAGES 688 THROUGH 733, AND AMENDED IN FIRST AMENDMENT TO MASTER DEED RECORDED IN LIBER 20606, PAGES 1 THROUGH 4 OF OAKLAND COUNTY RECORDS, TO CORRECT THE DIMENSIONS OF UNIT 2 TO NOW BE DESCRIBED AS BEGINNING AT THE NORTHEAST CORNER OF SAID UNIT 2, THENCE SOUTH 04 DEGREES 52 MINUTES 20 SECONDS EAST, 330.77 FEET, THENCE SOUTH 85 DEGREES 07 MINUTES 40 SECONDS WEST, 296.00 FEET, THENCE NORTH 04 DEGREES 52 MINUTES 20 SECONDS WEST, 330.77 FEET, THENCE NORTH 85 DEGREES 07 MINUTES 40 SECONDS EAST, 296.00 FEET TO THE POINT OF BEGINNING.

MANHOLE SCHEDULE

#	TYPE	RIM	SIZE	DIRECTION	INVERT
20020	CATCH BASIN	946.68	B/STRUCTURE		937.15
		946.68	T/WATER		943.13
20066	CATCH BASIN	946.76	12	E	942.61
20185	SANITARY MANHOLE	947.03	12	SE	931.23
		947.03	12	W	931.18
20235	CATCH BASIN	944.70	12	W	938.50
		944.70	12	SE	938.60
		944.70	B/STRUCTURE		936.80
		944.70	T/WATER		943.20
20270	CATCH BASIN	944.72	12	E	937.77
		944.72	12	SW	938.02
		944.72	B/STRUCTURE		935.92
		944.72	T/WATER		943.17
20321	STORM MANHOLE	943.26	12	N	936.86
20368	CATCH BASIN	942.93	12	N	935.63
20470	CATCH BASIN	941.26	12	S	935.86
		941.26	15	SW	935.36
20530	CATCH BASIN	941.32	12	N	932.42
20543	CATCH BASIN	941.33	12	E	936.08
		941.33	6	W	936.68
20599	CATCH BASIN	940.46	24	S	930.96
		940.46	24	NE	931.06
20819	CATCH BASIN	942.29	12	N	936.46
		942.29	12	S	936.59
20913	CATCH BASIN	942.37	12	S	935.47
		942.37	12	NW	935.47
		942.37	10	E	935.62
21036	CATCH BASIN	946.31	12	S	937.86
		946.31	12	NE	937.41
21049	SANITARY MANHOLE	947.18	12	N	930.68
		947.18	12	E	930.63
		947.18	12	S	930.33
21135	CATCH BASIN	939.75	12	SE	935.25
		939.75	15	NE	935.25
		939.75	18	NW	935.25
21152	CATCH BASIN	940.45	24	SW	930.85
		940.45	24	N	931.00
21155	CATCH BASIN	940.83	18	SE	935.23
		940.83	12	W	931.43
		940.83	24	NE	930.83

TITLE REPORT NOTE

ONLY THOSE EXCEPTIONS CONTAINED WITHIN THE OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY FILE NO. 63-20724565-SCM, DATED JULY 13, 2020, AND RELIED UPON WERE CONSIDERED FOR THIS SURVEY. NO OTHER RECORDS RESEARCH WAS PERFORMED BY THE CERTIFYING SURVEYOR.

10. RIGHT OF WAY IN FAVOR OF THE DETROIT EDISON COMPANY RECORDED IN LIBER 3864, PAGE 435 AND LIBER 4490, PAGE 260, OAKLAND COUNTY RECORDS. (AS SHOWN)

11. TERMS AND CONDITIONS OF AGREEMENT WITH THE BOARD OF WATER COMMISSIONERS OF THE CITY OF DETROIT RECORDED IN LIBER 5619, PAGE 842, OAKLAND COUNTY RECORDS. (AS SHOWN)

12. SANITARY SEWER EASEMENT IN FAVOR OF COUNTY OF OAKLAND RECORDED IN LIBER 5690, PAGE 492, OAKLAND COUNTY RECORDS. (EASEMENT DOES NOT CROSS SUBJECT PARCEL, THEREFORE EASEMENT IS NOT SHOWN)

13. RIGHT OF WAY TO MICHIGAN BEN TELEPHONE COMPANY RECORDED IN LIBER 8476, PAGE 99, OAKLAND COUNTY RECORDS. (AS SHOWN)

14. AGREEMENT WITH EASEMENTS AND RESTRICTIONS IN FAVOR OF MICHIGAN BELL TELEPHONE COMPANY FOR THE INSTALLATION AND MAINTENANCE OF COMMUNICATION FACILITIES AND ANCILLARY EQUIPMENT AS CONTAINED IN INSTRUMENT RECORDED IN LIBER 8476, PAGE 99, OAKLAND COUNTY RECORDS. (EASEMENT DOES NOT CROSS SUBJECT PARCEL, THEREFORE EASEMENT IS NOT SHOWN)

15. TERMS, CONDITIONS AND PROVISIONS OF EASEMENT AGREEMENTS FOR PEDESTRIAN ACCESS AND TEMPORARY CONSTRUCTION EASEMENT DATED JULY 27, 1992, RECORDED NOVEMBER 25, 1992 IN LIBER 13126, PAGE 756 AND IN LIBER 13126, PAGE 761, OAKLAND COUNTY RECORDS. (AS SHOWN)

16. TERMS AND CONDITIONS OF RESTRICTIVE COVENANT AGREEMENT RECORDED IN LIBER 18520, PAGE 650, OAKLAND COUNTY RECORDS. (SEE DOCUMENT FOR TERMS AND CONDITIONS)

17. COVENANTS, CONDITIONS AND RESTRICTIONS AND OTHER PROVISIONS BUT OMITTING RESTRICTIONS, IF ANY, BASED ON RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS OR NATIONAL ORIGIN AS CONTAINED IN INSTRUMENT RECORDED IN LIBER 18520, PAGE 658, OAKLAND COUNTY RECORDS. (SEE DOCUMENT FOR TERMS AND CONDITIONS)

18. EASEMENTS AND TERMS, CONDITIONS AND PROVISIONS CONTAINED IN CROSS EASEMENT AGREEMENT RECORDED IN LIBER 18520, PAGE 676, OAKLAND COUNTY RECORDS. (AS SHOWN)

19. EASEMENTS AND TERMS, CONDITIONS AND PROVISIONS CONTAINED IN SANITARY SEWER EASEMENT RECORDED IN LIBER 18520, PAGE 695, OAKLAND COUNTY RECORDS. (AS SHOWN)

20. EASEMENTS AND TERMS, CONDITIONS AND PROVISIONS CONTAINED IN MUTUAL GRANT OF STORM SEWER EASEMENT RECORDED IN LIBER 18520, PAGE 708, AS AMENDED BY FIRST AMENDMENT DATED OCTOBER 18, 1999 RECORDED IN LIBER 20698, PAGE 73, OAKLAND COUNTY RECORDS.

21. EASEMENT FOR WATER MAIN PURPOSES VESTED IN CITY OF AUBURN HILLS BY INSTRUMENT RECORDED IN LIBER 20320, PAGE 728, OAKLAND COUNTY RECORDS. (EASEMENT DOES NOT CROSS SUBJECT PARCEL, THEREFORE EASEMENT IS NOT SHOWN)

22. TERMS AND CONDITIONS OF PARKING AND ACCESS EASEMENT RECORDED IN LIBER 20605, PAGE 867, OAKLAND COUNTY RECORDS. (SPECIFIC LOCATION NOT DESCRIBED, BLANKET EASEMENT, SEE DOCUMENT FOR TERMS AND CONDITIONS)

23. TERMS AND CONDITIONS CONTAINED IN WATER MAIN EASEMENT AS DISCLOSED BY INSTRUMENT RECORDED IN LIBER 20606, PAGE 5, OAKLAND COUNTY RECORDS. (AS SHOWN)

24. TERMS AND CONDITIONS CONTAINED IN STORM SEWER EASEMENT AS DISCLOSED BY INSTRUMENT RECORDED IN LIBER 20606, PAGE 11, OAKLAND COUNTY RECORDS. (AS SHOWN)

25. TERMS AND CONDITIONS CONTAINED IN SANITARY SEWER EASEMENT AS DISCLOSED BY INSTRUMENT RECORDED IN LIBER 20606, PAGE 18, OAKLAND COUNTY RECORDS. (AS SHOWN)

26. RESTRICTIVE COVENANT AGREEMENT RECORDED IN LIBER 20606, PAGE 28, OAKLAND COUNTY RECORDS. (SEE DOCUMENT FOR TERMS AND CONDITIONS)

27. TERMS AND CONDITIONS CONTAINED IN GAS PIPELINE EASEMENT AS DISCLOSED BY INSTRUMENT RECORDED IN LIBER 33768, PAGE 384, OAKLAND COUNTY RECORDS. (AS SHOWN)

28. TEMPORARY CONSTRUCTION EASEMENT AGREEMENT BETWEEN FIRST MICHIGAN MAC ASSOCIATES, LLC (GRANTOR) AND FIVE POINTS INVESTMENT LLC, A MICHIGAN LIMITED LIABILITY COMPANY (GRANTEE) RECORDED IN LIBER 50373, PAGE 214, OAKLAND COUNTY RECORDS. (EASEMENT IS TERMINATED, THEREFORE EASEMENT IS NOT SHOWN)

SURVEYOR'S NOTE

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES OTHER THAN THE STRUCTURE INVENTORY SHOWN HEREON.

SURVEYOR'S CERTIFICATION

TO OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY; ATA NATIONAL TITLE GROUP, LLC; DORAD MARKUS ON BEHALF OF AN ENTITY TO BE FORMED; AND STONEFIELD ENGINEERING AND DESIGN.

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH THE 2016 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/NSPS LAND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS, AND INCLUDED ITEMS 2, 3, 4, 5, 7A, 8, 9, AND 11 OF TABLE A, THEREOF. THE FIELD WORK WAS COMPLETED ON 10/14/20.

DATE OF PLAT OR MAP: 10/15/20

ANTHONY T. SYCKO, JR., P.S.
PROFESSIONAL SURVEYOR
MICHIGAN LICENSE NO. 47976
22556 GRATIOT AVE., EASTPOINTE, MI 48021
Tsycko@kemttec-survey.com

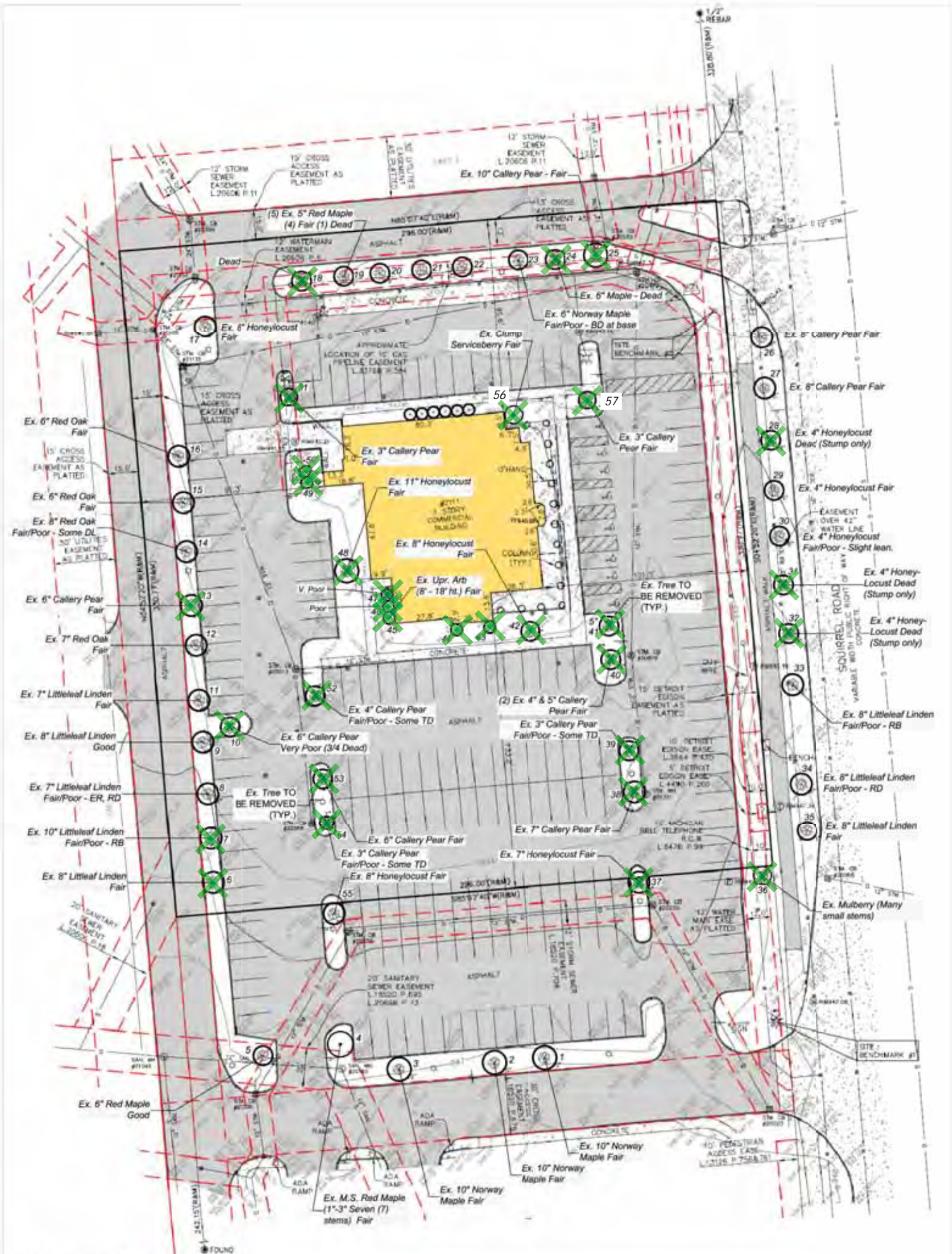


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ALTA / NSPS LAND TITLE SURVEY
PREPARED FOR: STONEFIELD ENGINEERING AND DESIGN
2111 N. SQUIRREL RD., AUBURN HILLS, MICHIGAN,
PART OF SECTION 13,
TOWN 3 NORTH, RANGE 10 EAST

NO.	REVISION	DATE	BY	DESCRIPTION
1		10/14/21	MRJ	REVISED WATERLINE PER GIS MAP
2		05/05/21	MRJ	ADDED OVERHEAD UTILITY LINES

DATE	10/15/20
DATE	10/15/20
DATE	OCTOBER 15, 2020
PROJECT NO.	20-02633
SCALE	1" = 30'



TREE INVENTORY LIST

No.	Size	Botanical Name	Common Name	Condition	Comments	Regulated	Lanc-	Save (\$)
						Non Regulated	mark	Remove (X)
1	10"	Acer platanoides	Norway Maple	Fair		R		S
2	10"	Acer platanoides	Norway Maple	Fair		R		S
3	10"	Acer platanoides	Norway Maple	Fair		R		S
4	M.S.	Acer rubrum	Red Maple	Fair		R		S
5	6"	Acer rubrum	Red Maple	Good		R		S
6	5"	Tilia cordata	Littleleaf Linden	Fair		R		S
7	10"	Tilia cordata	Littleleaf Linden	Fair		R		S
8	7"	Tilia cordata	Littleleaf Linden	Fair		R		S
9	8"	Tilia cordata	Littleleaf Linden	Good		R		S
10	6"	Pyrus calleryana	Callery Pear	Fair		R		S
11	7"	Tilia cordata	Littleleaf Linden	Fair		R		S
12	7"	Quercus rubra	Red Oak	Fair		R		S
13	6"	Pyrus calleryana	Callery Pear	Fair		R		S
14	8"	Quercus rubra	Red Oak	Fair	Some DL	R		S
15	6"	Quercus rubra	Red Oak	Fair		R		S
16	6"	Quercus rubra	Red Oak	Fair		R		S
17	6"	Gleditsia inacanthos	Honeylocust	Fair		R		S
18	5"	Acer rubrum	Red Maple	Good		R		S
19	4"	Acer rubrum	Red Maple	Fair		R		S
20	4"	Acer rubrum	Red Maple	Fair		R		S
21	6"	Acer rubrum	Red Maple	Fair		R		S
22	5"	Acer rubrum	Red Maple	Fair		R		S
23	4"	Acer platanoides	Norway Maple	Fair	BD at base	R		S
24	6"	Acer platanoides	Norway Maple	Dead		R		X
25	10"	Pyrus calleryana	Callery Pear	Fair		R		S
26	8"	Pyrus calleryana	Callery Pear	Fair		R		S
27	8"	Pyrus calleryana	Callery Pear	Fair		R		S
28	4"	Gleditsia inacanthos	Honeylocust	Dead	Stump only	R		X
29	4"	Gleditsia inacanthos	Honeylocust	Fair		R		S
30	4"	Gleditsia inacanthos	Honeylocust	Fair	Slight L.	R		S
31	4"	Gleditsia inacanthos	Honeylocust	Dead	Stump only	R		X
32	6"	Gleditsia inacanthos	Honeylocust	Dead	Stump only	R		X
33	8"	Tilia cordata	Littleleaf Linden	Fair	Poor	R		S
34	8"	Tilia cordata	Littleleaf Linden	Fair	RD	R		S
35	8"	Tilia cordata	Littleleaf Linden	Fair		R		S
36	M.S.	Morus rubra	Red Mulberry	Poor	Sparking	R		X
37	7"	Gleditsia inacanthos	Honeylocust	Fair		R		S
38	8"	Pyrus calleryana	Callery Pear	Fair		R		S
39	3"	Pyrus calleryana	Callery Pear	Fair	Some TD	R		S
40	4"	Pyrus calleryana	Callery Pear	Fair		R		S
41	5"	Pyrus calleryana	Callery Pear	Fair		R		S
42	5"	Gleditsia inacanthos	Honeylocust	Fair		R		S
43	8" TL	Thuja occidentalis	Arborvitae	Fair		R		S
44	10" TL	Thuja occidentalis	Arborvitae	Fair		R		S
45	10" TL	Thuja occidentalis	Arborvitae	Fair		R		S
46	10" TL	Thuja occidentalis	Arborvitae	Fair		R		S
47	10" TL	Thuja occidentalis	Arborvitae	Fair		R		S
48	11"	Gleditsia inacanthos	Honeylocust	Fair		R		S
49	10" TL	Thuja occidentalis	Arborvitae	Fair		R		S
50	10" TL	Thuja occidentalis	Arborvitae	Fair		R		S
51	3"	Pyrus calleryana	Callery Pear	Fair		R		S
52	4"	Pyrus calleryana	Callery Pear	Fair	Some TD	R		S
53	3"	Pyrus calleryana	Callery Pear	Fair		R		S
54	3"	Pyrus calleryana	Callery Pear	Fair	Some TD	R		S
55	8"	Gleditsia inacanthos	Honeylocust	Fair		R		S
56		Amelanchier arborea	Serviceberry	Fair		R		S
57	3"	Pyrus calleryana	Callery Pear	Fair		R		S

DEFINITION OF RATINGS:

- **GOOD:** The tree appears to be in a healthy and satisfactory condition with an overall sound stem structure and with a full and balanced crown; the growth habit appears normal; there is no indication of pests or diseases present; and the life expectancy is judged to be greater than twenty-five (25) years. The rating based on the health / condition chart ranges from 30 to 24.
- **FAIR:** The tree appears to be in a healthy and satisfactory condition with a minimum of structural problems and with minor crown imbalance or thin crown; the growth habit appears normal; there is no indication of pests or diseases present; and the life expectancy is judged to be greater than twenty (20) years. The rating based on the health / condition chart ranges from 23 to 16.
- **POOR:** The tree appears to be in an unhealthy condition with structural problems and with major crown imbalance, dead or dying limbs, or growth only in the top quarter of the tree; the growth habit is misshapen and askew; there is evidence of pests or diseases present; and the life expectancy is judged to be less than ten (10) years. The rating based on the health / condition chart ranges from 15 to 7.
- **VERY POOR (V. Poor):** The tree appears to be in an unhealthy condition with major structural problems and with major crown imbalance or several dead limbs and/or peeling bark; the growth habit is severely misshapen and askew; there is evidence of pests or diseases present; and the life expectancy is judged to be less than five (5) years. The rating based on the health / condition chart ranges from 6 to 1.
- **DEAD:** The tree has no live branches, is topped, or has fallen. The rating based on the health / condition chart is 0.

TREE HEALTH / CONDITION FACTORS & RATINGS

Values	Best	5	4	3	2	1	0 Worst
1 Trunk	Sound & solid	Sections of bark missing	Extensive decay & hollow				
2 Growth Rate	> 8 inch twig elongation	2 inch - 6 inch twig elongation	< 2 inch twig elongation				
3 Structure	Sound	One major or several minor limbs dead	Two or more major limbs dead				
4 Insects & Diseases	No pests present	One pest present	Two or more pests present				
5 Crown	Full & balanced	Full but unbalanced	Unbalanced and lacking a full crown				
6 Life Expectancy	> 30 years	15 years to 20 years	< 5 years				

TREE NAMES

COMMON NAME	BOTANICAL NAME
Callery Pear	Pyrus calleryana
Littleleaf Linden	Tilia cordata
Honeylocust	Gleditsia inacanthos inermis
Mulberry	Morus sp.
Norway Maple	Acer platanoides
Red Maple	Acer rubrum
Red Oak	Quercus rubra
Serviceberry	Amelanchier sp.
Upright Arborvitae	Thuja occidentalis

Total No. of Trees: 57
 See this sheet for Definitions of Ratings for existing trees.
ABBREVIATIONS: BD - Bark damage; DL - Dead limbs; ER - Exposed roots; L - Leaning; M.S. - Multiple stems; RB - Rootbound; RD - Root damage; TD - Top dieback.

TOTAL 31 REGULATED TREES TO BE REMOVED.
TOTAL 31 REPLACEMENT TREES REQUIRED.
PLEASE REFER TO THE LANDSCAPING PLAN (SHEET C-11) FOR REPLACEMENT TREE LOCATIONS.

SYMBOL DESCRIPTION

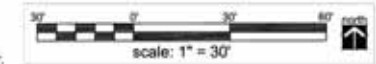
— TREES TO BE REMOVED

PROJECT LOCATION:
 Existing Tree Inventory
 2111 N. Squirrel Road
 Auburn Hills,
 Michigan

LANDSCAPE PLAN FOR:
 Stonefield Engineering
 607 Shelby Street
 Suite 200
 Detroit, Michigan 48226
 (248) 247-1115

LANDSCAPE PLAN BY:
 Nagy Devlin Land Design, L.L.C.
 31736 West Chicago Avenue
 Livonia, Michigan 48150
 (734) 634 9208

NOTE:
 * This drawing is provided as a record of the tree inventory and assessment conducted in May, 2021 and must not be used for any other purpose.



APPLICANT

UNIVERSITY CENTER PARTNERS, LLC
DORAD MARKUS
251 E MERRILL, SUITE 205
BIRMINGHAM, MI 48009
248-203-9090
DMARKUS@MARKUSLLC.COM

LEGAL DESCRIPTION

THE LAND IS DESCRIBED AS FOLLOWS: CITY OF AUBURN HILLS, COUNTY OF OAKLAND, STATE OF MICHIGAN

UNIT 2, FIVE POINTS SITE CONDOMINIUM, A CONDOMINIUM ACCORDING TO THE MASTER DEED RECORDED IN LIBER 19812, PAGES 688 THROUGH 733.1 AND AMENDED BY FIRST AMENDMENT TO MASTER DEED RECORDED IN LIBER 29606, PAGES 1 THROUGH 4, INCLUSIVE, OAKLAND COUNTY RECORDS, AS AMENDED AND DESIGNATED AS OAKLAND COUNTY CONDOMINIUM SUBDIVISION PLAN NUMBER 1168, TOGETHER WITH RIGHTS IN COMMON ELEMENTS AND LIMITED COMMON ELEMENTS AS SET FORTH IN THE ABOVE-MENTIONED MASTER DEED.

TOGETHER WITH A CROSS ACCESS EASEMENT AND THE TERMS AND CONDITIONS THEREOF BETWEEN BKG AUBURN HILLS, L.L.C., A MICHIGAN LIMITED LIABILITY COMPANY AND APPLEBE'S OF MICHIGAN, INC., A MICHIGAN CORPORATION, DATED APRIL 16, 1998, RECORDED MAY 28, 1998 IN LIBER 18520, PAGE 676, OAKLAND COUNTY RECORDS.

PROPERTY DESCRIPTION AS SURVEYED:
 UNIT 2 OF FIVE POINTS SITE CONDOMINIUM, OAKLAND COUNTY SUBDIVISION PLAN NO. 1168, CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN, AS RECORDED IN LIBER 19812, PAGES 688 THROUGH 733.1 AND AMENDED BY FIRST AMENDMENT TO MASTER DEED RECORDED IN LIBER 29606, PAGES 1 THROUGH 4 OF OAKLAND COUNTY RECORDS, TO CORRECT THE DIMENSIONS OF UNIT 2 TO NOW BE DESCRIBED AS BEGINNING AT THE NORTHEAST CORNER OF SAID UNIT 2, THENCE SOUTH 04 DEGREES 52 MINUTES 20 SECONDS EAST, 330.77 FEET, THENCE SOUTH 85 DEGREES 07 MINUTES 40 SECONDS WEST, 296.00 FEET, THENCE NORTH 04 DEGREES 52 MINUTES 20 SECONDS WEST 330.77 FEET, THENCE NORTH 85 DEGREES 07 MINUTES 40 SECONDS EAST, 296.00 FEET TO THE POINT OF BEGINNING.

M.U.T.C.D. NUMBER	TEXT	COLOR		SIZE OF SIGN (WIDTH X HEIGHT)	TYPE OF MOUNT
		LEGEND	BACKGROUND		
STOP SIGN (R1-1)		WHITE	RED	36"x36"	GROUND
DO NOT ENTER (R8-1)		RED	WHITE	30"x30"	GROUND

NOTE:
 1. ALL SIGNS SHALL BE IN ACCORDANCE WITH THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), EXCEPT AS NOTED.
 2. ALL SIGNS SHALL BE MOUNTED AS TO NOT OBSTRUCT THE SHAPE OF "STOP" (R1-1) AND "YIELD" (R1-2) SIGNS.

SIGN DATA TABLE

NOT TO SCALE

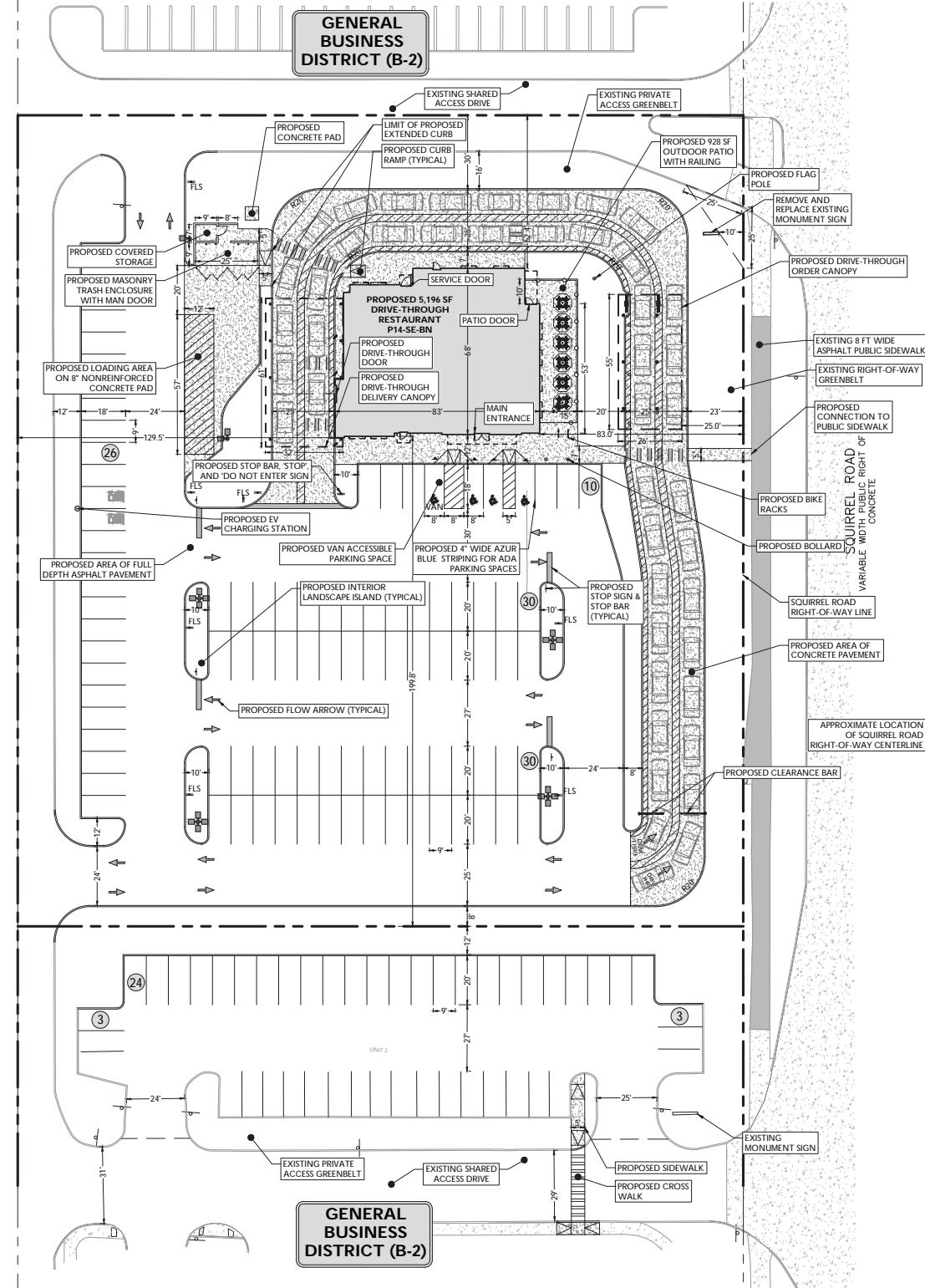
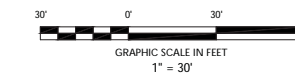


LOCATION MAP
 SCALE: 1" = 300'±

SYMBOL	DESCRIPTION
	PROPERTY LINE
	SETBACK LINE
	PROPOSED CURB & GUTTER
	PROPOSED FLUSH CURB
	PROPOSED EXTENDED CURB
	PROPOSED SIGNS / BOLLARDS / FLAG POLE
	PROPOSED BUILDING
	PROPOSED CONCRETE
	PROPOSED HANDRAIL
	PROPOSED BUILDING DOORS
	PROPOSED "NO PARKING FIRE LANE" SIGN
	PROPOSED ELECTRIC VEHICLE SPACE

GENERAL NOTES

- ALL LIGHTING SHALL BE SHIELDED AND DIRECTED DOWNWARD AND AWAY FROM ADJACENT PROPERTIES. LIGHTING SHALL MEET THE REQUIREMENTS OF ZONING ORDINANCE NO. 372.
- SIGNS SHALL MEET THE REQUIREMENTS OF ZONING ORDINANCE NO. 372.
- NO OUTSIDE STORAGE WILL BE ALLOWED, WHICH INCLUDES PALLET STORAGE, OVERNIGHT VEHICLES, OR TRAILER STORAGE.
- GROUND MOUNTED TRANSFORMERS AND ROOF MOUNTED MECHANICAL EQUIPMENT SHALL BE SCREENED PER ZONING ORDINANCE NO. 372.
- PARKING SPACES SHALL BE DOUBLE STRIPED PER ZONING ORDINANCE NO. 372.
- AN ENVIRONMENTAL IMPACT STATEMENT IS NOT REQUIRED.
- LAND DIVISION / COMBINATION IS NOT REQUIRED.
- SPECIAL LAND USE PERMIT IS REQUIRED.
 - RESTAURANT WITH DRIVE-THROUGH (SEC. 902.26.A, SECTION 903)
 - OUTDOOR SEATING AREA (SECTION 902.23.A-1, SECTION 903)
- RESTAURANTS SHALL USE INTERNAL GREASE MANAGEMENT SYSTEMS (CLOSED-LOOP). NO OUTDOOR STORAGE OF GREASE / OIL CONTAINERS IS PERMITTED.
- CONTRACTOR SHALL REFER TO CHICK-FIL-A STANDARDS AND SPECIFICATIONS FOR ALL DRIVE-THROUGH FEATURES.



LAND USE AND ZONING
 PID: 14-13-176-012 & 14-13-176-013
 GENERAL BUSINESS DISTRICT (B-2)

ZONING REQUIREMENT	REQUIRED	PROPOSED
MINIMUM GROSS LOT AREA	2.24 AC (97,908 SF)	2.24 AC (97,908 SF)
MINIMUM NET LOT AREA	2.24 AC (97,908 SF)	2.24 AC (97,908 SF)
MINIMUM LOT WIDTH	330.7 FT	330.7 FT
MINIMUM LOT DEPTH	296.0 FT	296.0 FT
MAXIMUM BUILDING HEIGHT	2 STORIES (30 FT)	22 FT - 4.5 IN (1 STORY)
MINIMUM FRONT YARD SETBACK	25 FT	25.0 FT
MINIMUM SIDE YARD SETBACK (NORTH)	25 FT	62.4 FT
MINIMUM SIDE YARD SETBACK (SOUTH)	25 FT	199.8 FT
MINIMUM REAR YARD SETBACK	20 FT	129.5 FT
MAXIMUM GROSS BUILDING COVERAGE	5,028 SF (5.1%)	5,028 SF (5.1%)
MAXIMUM NET BUILDING COVERAGE	5,028 SF (5.1%)	5,028 SF (5.1%)
MAXIMUM IMPERVIOUS COVERAGE	80%	77,123 SF (78.8%)

PARKING

REQUIRED	PROPOSED
DRIVE THRU RESTAURANT/RESTAURANT: (C)(*)	96 SPACES
1 SPACE PER 50 SF UFA (1,610 SF + 928 SF)/(150 SF) = 51 SPACES	
DRIVE THRU STACKING:	45 SPACES (23 SPACES FROM ORDER POINT)
N/A	
LOADING ZONE:	12 FT X 57 FT (683 SF)
10 SF PER FRONT FOOT OF BUILDING (68 FT)(10 SF/FT) = 680 SF	

(*) NON-LEASEABLE FLOOR AREA INCLUDES STAIRWAYS, ELEVATOR LOBBY, CORRIDOR AND TOILET ROOM AREAS. REFER TO SHEETS A1 AND A2
 (**) SEC 900.23.D: OUTDOOR SEATING SHALL BE PROVIDED PARKING PER THE SAME USE AS THE SEATING SERVES (928 SF)

LIGHTING REQUIREMENTS

CODE SECTION	REQUIRED	PROPOSED
§ 1810.2.A	NON-GLARE FULL CUT-OFF FIXTURES REQUIRED	PROVIDED
§ 1810.2.B	MAXIMUM LIGHTING FIXTURE HEIGHT; MAXIMUM HEIGHT OF BUILDING (22 FT - 4.5 IN.)	20 FT

SIGNAGE REQUIREMENTS

REQUIRED	PROPOSED
MONUMENT SIGN AREA: 8 SF PER 10 LF OF LOT FRONTAGE OR 80 SF PER NET ACRE WHICHEVER IS GREATER (331 LF)(0.80) = 265 SF (2.24 AC)(80 SF / AC) = 179 SF	180 SF
MONUMENT SIGN HEIGHT: MAXIMUM HEIGHT: 10 FT	TBD
FLAG POLE HEIGHT: MAXIMUM HEIGHT: 30 FT	TBD

(TBD) TO BE DETERMINED

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 Princeton, NJ • Tampa, FL • Boston, MA
 www.stonefieldeng.com
 607 Shelby Suite 200, Detroit, MI 48226
 Phone 248.247.1115

SITE DEVELOPMENT PLAN
2111 SQUIRREL ROAD
PROPOSED CHICK-FIL-A

PID: 14-13-176-012 & 14-13-176-013
 2111 NORTH SQUIRREL ROAD
 CITY OF AUBURN HILLS
 OAKLAND COUNTY, MICHIGAN

J. REID COOKSEY, P.E.
 MICHIGAN LICENSE No. 6201069428
 LICENSED PROFESSIONAL ENGINEER

STONEFIELD engineering & design

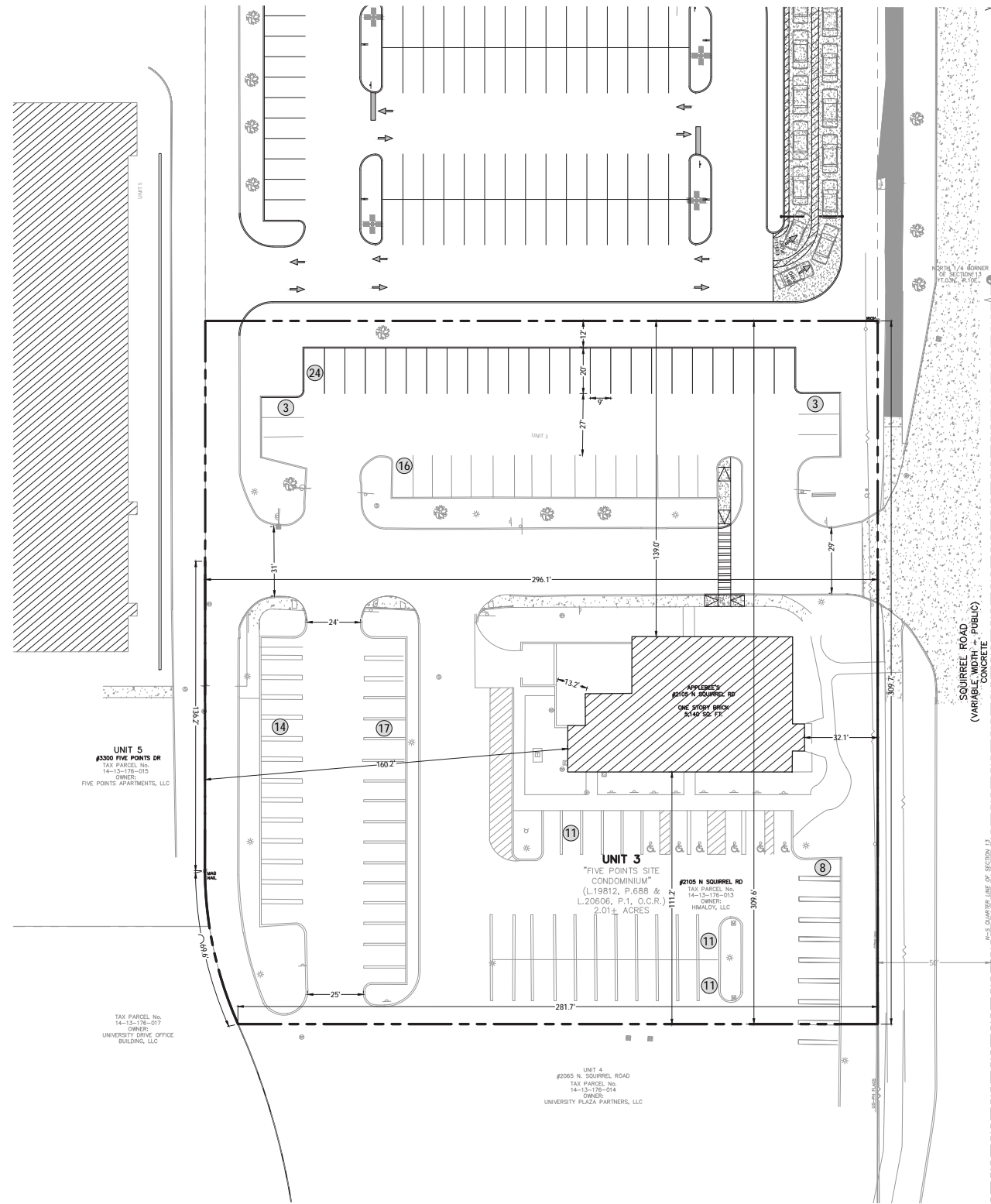
SCALE: 1" = 30' PROJECT ID: DET-200290
 TITLE: SITE PLAN
 DRAWING: C-4

APPLICANT

UNIVERSITY CENTER PARTNERS, LLC
 DORAD MARKUS
 251 E MERRILL, SUITE 205
 BIRMINGHAM, MI 48009
 248-203-9090
 DMARKUS@MARKUSLLC.COM

LEGAL DESCRIPTION

(Per First American Title Insurance Company, Commitment No. 833307, effective date October 26, 2018)
 Land in the City of Auburn Hills, Oakland County, MI, described as follows:
 Unit No. 3, FIVE POINTS SITE CONDOMINIUM, according to the Master Deed recorded in Liber 19812, Page 688 and amended by First Amendment recorded in Liber 20606, Page 1, as amended and designated as Oakland County Condominium Subdivision Plan No. T168, together with rights in the general common elements and the limited common elements as shown on the Master Deed and as described in Act 59 of the Public Acts of 1978, as amended.



LOCATION MAP
 SCALE: 1" = 300'±

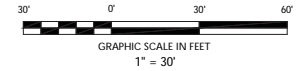
LAND USE AND ZONING		
PID: 14-13-176-012 & 14-13-176-013		
GENERAL BUSINESS DISTRICT (B-2)		
ZONING REQUIREMENT	REQUIRED	PROPOSED
MINIMUM GROSS LOT AREA		2.10 AC (91,358 SF)
MINIMUM NET LOT AREA		2.10 AC (91,358 SF)
MINIMUM LOT WIDTH		309.65 FT
MINIMUM LOT DEPTH		296.00 FT
MAXIMUM BUILDING HEIGHT	2 STORIES (30 FT)	±21 FT
MINIMUM FRONT YARD SETBACK	25 FT	32.1 FT
MINIMUM SIDE YARD SETBACK (NORTH)	25 FT	139.0 FT
MINIMUM SIDE YARD SETBACK (SOUTH)	25 FT	111.2 FT
MINIMUM REAR YARD SETBACK	20 FT	159.6 FT
MAXIMUM GROSS BUILDING COVERAGE		5,140 SF (5.6%)
MAXIMUM NET BUILDING COVERAGE		5,140 SF (5.6%)
MAXIMUM IMPERVIOUS COVERAGE	80%	70,502 SF (77.2%)

REQUIRED	PROPOSED
RESTAURANT: 1 SPACE PER 50 SF LFA (2,800 SF)/(50 SF) = 56 SPACES TOTAL = 56 SPACES	118 SPACES
FLOOR AREA BREAKDOWN: RESTAURANT GROSS LEASEABLE FLOOR AREA RESTAURANT USEABLE FLOOR AREA	5,140 SF 2,800 SF

REQUIRED	EXISTING
SIGN AREA: 8 SF PER 10 LF OF LOT FRONTAGE OR 80 SF PER NET ACRE WHICHEVER IS GREATER (409.6 LF)(0.80) = 328 SF (1.38 AC)(80 SF / AC) = 110 SF	192.67 SF*

(*) MONUMENT SIGN SF WAS NOT INCLUDED WITHIN THIS CALCULATION. FINAL SIGNAGE PLAN WILL BE PROVIDED ONCE TENANTS ARE KNOWN.

SYMBOL	DESCRIPTION
---	PROPERTY LINE
- - - -	SETBACK LINE
====	EXISTING CURB & GUTTER
==	EXISTING FLUSH CURB
▨	EXISTING BUILDING
□	EXISTING CONCRETE



ISSUE	DATE	BY	DESCRIPTION
4	02/28/2024	JD	FOR SITE PLAN APPROVAL
3	03/07/2024	JD	FOR SITE PLAN APPROVAL
2	12/08/2023	EW	FOR SITE PLAN APPROVAL
1	11/16/2023	EW	FOR SITE PLAN APPROVAL

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2111 SQUIRREL ROAD
 PROPOSED CHICK-FIL-A

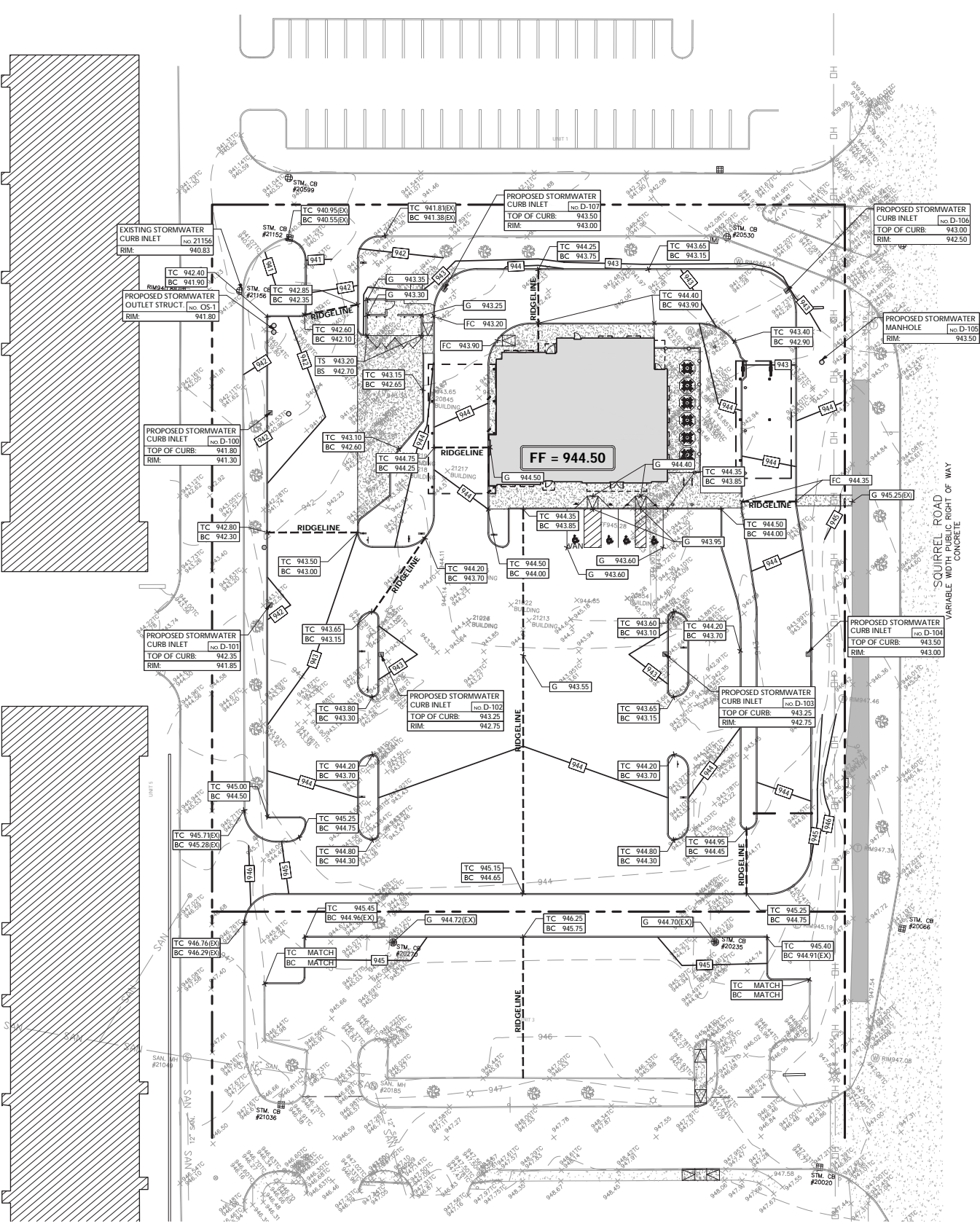
PID: 14-13-176-012 & 14-13-176-013
 2111 NORTH SQUIRREL ROAD
 CITY OF AUBURN HILLS
 OAKLAND COUNTY, MICHIGAN

J. REID COOKSEY, P.E.
 MICHIGAN LICENSE No. 6201069428
 LICENSED PROFESSIONAL ENGINEER

STONEFIELD
 engineering & design

SCALE: 1" = 30' PROJECT ID: DET-200290
 TITLE:
ADJACENT SITE PLAN
 DRAWING:
C-5

BENCHMARKS
 SITE BENCHMARK #1
 ARROW ON HYDRANT,
 SOUTH SIDE OF SITE.
 ELEVATION = 950.50'
 (NAVD 88 DATUM)
 SITE BENCHMARK #2
 MAG NAIL IN SOUTH
 FACE OF UTILITY POLE,
 NORTH SIDE OF SITE.
 ELEVATION = 944.76'
 (NAVD 88 DATUM)



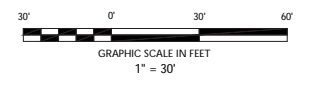
SYMBOL	DESCRIPTION
---	PROPERTY LINE
—100—	PROPOSED GRADING CONTOUR
---	PROPOSED GRADING RIDGELINE
←	PROPOSED DIRECTION OF DRAINAGE FLOW
X-G 100.00	PROPOSED GRADE SPOT SHOT
X-G 100.00(EX)	EXISTING GRADE SPOT SHOT
X-TC 100.50 BC 100.00	PROPOSED TOP OF CURB / BOTTOM OF CURB SPOT SHOT
X-TC 100.50(EX) BC 100.00(EX)	EXISTING TOP OF CURB / BOTTOM OF CURB SPOT SHOT
X-TS 100.50	PROPOSED TOP OF SLAB / BOTTOM OF SLAB SPOT SHOT
X-FC 100.00	PROPOSED FLUSH CURB SPOT SHOT

MANHOLE SCHEDULE

#	TYPE	RIM	SIZE	DIRECTION	INVERT
20020	CATCH BASIN	946.68		B/STRUCTURE	937.15
		946.68		T/WATER	943.13
20066	CATCH BASIN	946.76	12	E	942.61
20185	SANITARY MANHOLE	947.03	12	SE	931.23
		947.03	12	W	931.18
20235	CATCH BASIN	944.70	12	W	938.50
		944.70	12	SE	938.60
		944.70		B/STRUCTURE	936.80
		944.70		T/WATER	943.20
20270	CATCH BASIN	944.72	12	E	937.77
		944.72	12	W	938.02
		944.72		B/STRUCTURE	935.92
		944.72		T/WATER	943.17
20321	STORM MANHOLE	943.26	12	N	936.86
20368	CATCH BASIN	942.93	12	N	935.63
20470	CATCH BASIN	941.26	12	S	935.86
		941.26	15	SW	935.36
20530	CATCH BASIN	941.32	12	N	932.42
20543	CATCH BASIN	941.33	12	E	936.08
		941.33	6	W	936.68
20599	CATCH BASIN	940.46	24	S	930.96
		940.46	24	NE	931.06
20819	CATCH BASIN	942.29	12	N	936.46
		942.29	12	S	936.59
20913	CATCH BASIN	942.37	12	S	935.47
		942.37	12	NW	935.47
		942.37	10	E	935.62
21036	CATCH BASIN	946.31	12	S	937.86
		946.31	12	NE	937.41
21049	SANITARY MANHOLE	947.18	12	N	930.68
		947.18	12	E	930.63
		947.18	12	S	930.33
21135	CATCH BASIN	939.75	12	SE	935.25
		939.75	15	NE	935.25
		939.75	18	NW	935.25
21152	CATCH BASIN	940.45	24	SW	930.85
		940.45	24	N	931.00
21156	CATCH BASIN	940.83	18	SE	935.23
		940.83	12	W	931.43
		940.83	24	NE	930.83

- GRADING NOTES**
- ALL SOIL AND MATERIAL REMOVED FROM THE SITE SHALL BE DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE, AND FEDERAL REQUIREMENTS. ANY GROUNDWATER DE-WATERING PRACTICES SHALL BE PERFORMED UNDER THE SUPERVISION OF A QUALIFIED PROFESSIONAL. THE CONTRACTOR IS REQUIRED TO OBTAIN ALL NECESSARY PERMITS FOR THE DISCHARGE OF DE-WATERED GROUNDWATER. ALL SOIL IMPORTED TO THE SITE SHALL BE CERTIFIED CLEAN FILL. CONTRACTOR SHALL MAINTAIN RECORDS OF ALL FILL MATERIAL BROUGHT TO THE SITE.
 - THE CONTRACTOR IS REQUIRED TO PROVIDE TEMPORARY AND/OR PERMANENT SHORING WHERE REQUIRED DURING EXCAVATION ACTIVITIES, INCLUDING BUT NOT LIMITED TO UTILITY TRENCHES, TO ENSURE THE STRUCTURAL INTEGRITY OF NEARBY STRUCTURES AND STABILITY OF THE SURROUNDING SOILS.
 - PROPOSED TOP OF CURB ELEVATIONS ARE GENERALLY 4 INCHES TO 7 INCHES ABOVE EXISTING GRADES UNLESS OTHERWISE NOTED. THE CONTRACTOR WILL SUPPLY ALL STAKEOUT CURB GRADE SHEETS TO STONEFIELD ENGINEERING & DESIGN, LLC. FOR REVIEW AND APPROVAL PRIOR TO POURING CURBS.
 - THE CONTRACTOR IS RESPONSIBLE TO SET ALL PROPOSED UTILITY COVERS AND RESET ALL EXISTING UTILITY COVERS WITHIN THE PROJECT LIMITS TO PROPOSED GRADE IN ACCORDANCE WITH ANY APPLICABLE MUNICIPAL, COUNTY, STATE AND/OR UTILITY AUTHORITY REGULATIONS.
 - MINIMUM SLOPE REQUIREMENTS TO PREVENT PONDING SHALL BE AS FOLLOWS:
 - CURB GUTTER: 0.50%
 - CONCRETE SURFACES: 1.00%
 - ASPHALT SURFACES: 1.00%
 - A MINIMUM SLOPE OF 1.00% SHALL BE PROVIDED AWAY FROM ALL BUILDINGS. THE CONTRACTOR SHALL ENSURE POSITIVE DRAINAGE FROM THE BUILDING IS ACHIEVED AND SHALL NOTIFY STONEFIELD ENGINEERING & DESIGN, LLC IF THIS CONDITION CANNOT BE MET.
 - FOR PROJECTS WHERE BASEMENTS ARE PROPOSED, THE DEVELOPER IS RESPONSIBLE TO DETERMINE THE DEPTH TO GROUNDWATER AT THE LOCATION OF THE PROPOSED STRUCTURE. IF GROUNDWATER IS ENCOUNTERED WITHIN THE BASEMENT AREA, SPECIAL CONSTRUCTION METHODS SHALL BE UTILIZED AND REVIEWED/APPROVED BY THE CONSTRUCTION CODE OFFICIAL. IF SUMP PUMPS ARE UTILIZED, ALL DISCHARGES SHALL BE CONNECTED DIRECTLY TO THE PUBLIC STORM SEWER SYSTEM WITH APPROVAL FROM THE GOVERNING STORM SEWER SYSTEM AUTHORITY.

- ADA NOTES**
- THE CONTRACTOR SHALL MAINTAIN A MAXIMUM 2.00% SLOPE IN ANY DIRECTION WITHIN THE ADA PARKING SPACES AND ACCESS AISLES.
 - THE CONTRACTOR SHALL PROVIDE COMPLIANT SIGNAGE AT ALL ADA PARKING SPACES IN ACCORDANCE WITH STATE GUIDELINES.
 - THE CONTRACTOR SHALL MAINTAIN A MAXIMUM 5.00% RUNNING SLOPE AND A MAXIMUM OF 2.00% CROSS SLOPE ALONG WALKWAYS WITHIN THE ACCESSIBLE PATH OF TRAVEL (SEE THE SITE PLAN FOR THE LOCATION OF THE ACCESSIBLE PATH). THE CONTRACTOR IS RESPONSIBLE TO ENSURE THE ACCESSIBLE PATH OF TRAVEL IS 36 INCHES WIDE OR GREATER UNLESS INDICATED OTHERWISE WITHIN THE PLAN SET.
 - THE CONTRACTOR SHALL MAINTAIN A MAXIMUM 2.00% SLOPE IN ANY DIRECTION AT ALL LANDINGS. LANDINGS INCLUDE, BUT ARE NOT LIMITED TO, THE TOP AND BOTTOM OF AN ACCESSIBLE RAMP. AT ACCESSIBLE BUILDING ENTRANCES, AT AN AREA IN FRONT OF A WALK-UP ATM, AND AT TURNING SPACES ALONG THE ACCESSIBLE PATH OF TRAVEL, THE LANDING AREA SHALL HAVE A MINIMUM CLEAR AREA OF 60 INCHES BY 60 INCHES UNLESS INDICATED OTHERWISE WITHIN THE PLAN SET.
 - THE CONTRACTOR SHALL MAINTAIN A MAXIMUM 3.33% RUNNING SLOPE AND A MAXIMUM 2.00% CROSS SLOPE ON ANY CURB RAMPS ALONG THE ACCESSIBLE PATH OF TRAVEL. WHERE PROVIDED, CURB RAMP FLARES SHALL NOT HAVE A SLOPE GREATER THAN 10.00% IF A LANDING AREA IS PROVIDED AT THE TOP OF THE RAMP. FOR ALTERATIONS, A CURB RAMP FLARE SHALL NOT HAVE A SLOPE GREATER THAN 8.33% IF A LANDING AREA IS NOT PROVIDED AT THE TOP OF THE RAMP. CURB RAMPS SHALL NOT RISE MORE THAN 6 INCHES IN ELEVATION WITHOUT A HANDRAIL. THE CLEAR WIDTH OF A CURB RAMP SHALL BE NO LESS THAN 36 INCHES WIDE.
 - ACCESSIBLE RAMPS WITH A RISE GREATER THAN 6 INCHES SHALL CONTAIN COMPLIANT HANDRAILS ON BOTH SIDES OF THE RAMP AND SHALL NOT RISE MORE THAN 30" IN ELEVATION WITHOUT A LANDING AREA IN BETWEEN RAMP RUNS. LANDING AREAS SHALL ALSO BE PROVIDED AT THE TOP AND BOTTOM OF THE RAMP.
 - A SLIP RESISTANT SURFACE SHALL BE CONSTRUCTED ALONG THE ACCESSIBLE PATH AND WITHIN ADA PARKING AREAS.
 - THE CONTRACTOR SHALL ENSURE A MAXIMUM OF ¼ INCHES VERTICAL CHANGE IN LEVEL ALONG THE ACCESSIBLE PATH, WHERE A CHANGE IN LEVEL BETWEEN ¼ INCHES AND ½ INCHES EXISTS, CONTRACTOR SHALL ENSURE THAT THE ¼ INCH CHANGE IN LEVEL IS BEVELED WITH SLOPE NOT STEEPER THAN 1 UNIT VERTICAL AND 2 UNITS HORIZONTAL (2:1 SLOPE).
 - THE CONTRACTOR SHALL ENSURE THAT ANY OPENINGS (GAPS OR HORIZONTAL SEPARATIONS) ALONG THE ACCESSIBLE PATH SHALL NOT ALLOW PASSAGE OF A SPHERE GREATER THAN ¼ INCH.



FOR SITE PLAN APPROVAL	ID	DATE	BY	DESCRIPTION
FOR SITE PLAN APPROVAL	4	02/28/2024	JD	
FOR SITE PLAN APPROVAL	3	03/07/2024	JW	
FOR SITE PLAN APPROVAL	2	12/08/2023	JW	
FOR SITE PLAN APPROVAL	1	11/16/2023	EW	

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SITE DEVELOPMENT PLAN

2111 SQUIRREL ROAD

PROPOSED CHICK-FIL-A

RID: 14-13-176-012 & 14-13-176-013
 2111 NORTH SQUIRREL ROAD
 CITY OF AUBURN HILLS
 OKLAHOMA COUNTY, MICHIGAN

STATE OF MICHIGAN
 J. REID COOKSEY, P.E.
 MICHIGAN LICENSE NO. 6201069428
 LICENSED PROFESSIONAL ENGINEER

STONEFIELD
 engineering & design

SCALE: 1" = 30' PROJECT ID: DET-200290

TITLE:
GRADING PLAN

DRAWING:
C-6

UTILITY COVER NOTES

1. WATER MAINS SHALL BE PROVIDED A MINIMUM OF 5.5 FT OF COVER.
2. STORM SEWERS SHALL BE PROVIDED A MINIMUM OF 2.5 FT OF COVER.

FIRE DEPARTMENT NOTES

1. THE CONTRACTOR IS REQUIRED TO CALL THE APPROPRIATE AUTHORITY FOR NOTICE OF CONSTRUCTION/EXCAVATION AND UTILITY MARK OUT PRIOR TO THE START OF CONSTRUCTION IN ACCORDANCE WITH STATE LAW. CONTRACTOR IS REQUIRED TO CONFIRM THE HORIZONTAL AND VERTICAL LOCATION OF UTILITIES IN THE FIELD. SHOULD A DISCREPANCY EXIST BETWEEN THE FIELD LOCATION OF A UTILITY AND THE LOCATION SHOWN ON THE PLAN SET OR SURVEY, THE CONTRACTOR SHALL NOTIFY STONEFIELD ENGINEERING & DESIGN, LLC IMMEDIATELY IN WRITING.
2. THE FOUR (4) INCH STEAMER CAPS ON ALL HYDRANTS WILL BE PAINTED ACCORDING TO THE FOLLOWING:
 WHITE - ON 4.00 INCH MAINS
 RED - ON 6.00 INCH MAINS
 ORANGE - ON 8.00 INCH MAINS
 GREEN - ON 12.00 INCH MAINS
 BLUE - ON 16.00 INCH OR LARGER MAINS

3. NO PARKING SHALL BE PERMITTED AND/OR NO OBSTRUCTIONS SHALL BE PLACED OR CONSTRUCTED WITHIN FIFTEEN (15) FEET OF ANY FIRE HYDRANT OR FIRE DEPARTMENT CONNECTION, PUBLIC OR PRIVATE.
4. THE FIRE DEPARTMENT CONNECTION MUST BE LOCATED WITHIN ONE HUNDRED (100) FEET OF A FIRE HYDRANT AND WITHIN FIFTY (50) FEET OF A MINIMUM TWENTY (20) FOOT WIDE PAVED DRIVEWAY OR STREET.
5. GAS METERS, PROPANE TANKS, OVERHEAD ELECTRICAL SERVICE AND TRANSFORMERS MUST NOT BE LOCATED ON THE SAME SIDE OF THE BUILDING OR STRUCTURE AS THE FIRE DEPARTMENT CONNECTION UNLESS A CLEAR DISTANCE OF ONE HUNDRED FIFTY (150) FEET CAN BE MAINTAINED BETWEEN UTILITIES AND THE FIRE DEPARTMENT CONNECTION.
6. ALL DRIVE AREAS MUST BE POSTED AS FIRE LANES WITH UNIFORM SIGNS IN KEEPING WITH THE STANDARD ESTABLISHED IN THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES. SIGNS MUST BE ERECTED ON BOTH SIDES OF THE FIRE LANES WITH SPACING BETWEEN SIGNS NOT TO EXCEED ONE HUNDRED (100) FEET.
7. DESIGNATED EXIT DOORS ONTO DRIVES OR PARKING AREAS MUST BE PROTECTED WITH GUARD POSTS OR PARKING BLOCKS.
8. A WHITE HIGH VISIBILITY STRIP SHALL BE PAINTED ON THE UPPER FLANGE OF ALL FIRE HYDRANTS.

DRAINAGE AND UTILITY NOTES

1. THE CONTRACTOR TO PERFORM A TEST PIT PRIOR TO CONSTRUCTION (RECOMMEND 30 DAYS PRIOR) AT LOCATIONS OF EXISTING UTILITY CROSSINGS FOR STORMWATER IMPROVEMENTS. SHOULD A CONFLICT EXIST, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY STONEFIELD ENGINEERING & DESIGN, LLC IN WRITING.
2. CONTRACTOR SHALL START CONSTRUCTION OF STORM LINES AT THE LOWEST INVERT AND WORK UP-GRADIENT.
3. THE CONTRACTOR IS REQUIRED TO CALL THE APPROPRIATE AUTHORITY FOR NOTICE OF CONSTRUCTION/EXCAVATION AND UTILITY MARK OUT PRIOR TO THE START OF CONSTRUCTION IN ACCORDANCE WITH STATE LAW. CONTRACTOR IS REQUIRED TO CONFIRM THE HORIZONTAL AND VERTICAL LOCATION OF UTILITIES IN THE FIELD. SHOULD A DISCREPANCY EXIST BETWEEN THE FIELD LOCATION OF A UTILITY AND THE LOCATION SHOWN ON THE PLAN SET OR SURVEY, THE CONTRACTOR SHALL NOTIFY STONEFIELD ENGINEERING & DESIGN, LLC IMMEDIATELY IN WRITING.
4. THE CONTRACTOR IS RESPONSIBLE TO MAINTAIN A RECORD OF THE AS-BUILT LOCATIONS OF ALL PROPOSED UNDERGROUND INFRASTRUCTURE. THE CONTRACTOR SHALL NOTE ANY DISCREPANCIES BETWEEN THE AS-BUILT LOCATIONS AND THE LOCATIONS DEPICTED WITHIN THE PLAN SET. THIS RECORD SHALL BE PROVIDED TO THE OWNER FOLLOWING COMPLETION OF WORK.

EXCAVATION, SOIL PREPARATION, AND DEWATERING NOTES

1. THE CONTRACTOR IS REQUIRED TO REVIEW THE REFERENCED GEOTECHNICAL DOCUMENTS PRIOR TO CONSTRUCTION. THESE DOCUMENTS SHALL BE CONSIDERED A PART OF THE PLAN SET.
2. THE CONTRACTOR IS REQUIRED TO PREPARE SUBGRADE SOILS BENEATH ALL PROPOSED IMPROVEMENTS AND BACKFILL ALL EXCAVATIONS IN ACCORDANCE WITH RECOMMENDATIONS BY THE GEOTECHNICAL ENGINEER OF RECORD.
3. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING SHORING FOR ALL EXCAVATIONS AS REQUIRED. CONTRACTOR SHALL HAVE THE SHORING DESIGN PREPARED BY A QUALIFIED PROFESSIONAL. SHORING DESIGNS SHALL BE SUBMITTED TO STONEFIELD ENGINEERING & DESIGN, LLC AND THE OWNER PRIOR TO THE START OF CONSTRUCTION.
4. THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT ALL OPEN EXCAVATIONS ARE PERFORMED AND PROTECTED IN ACCORDANCE WITH THE LATEST OSHA REGULATIONS.
5. THE CONTRACTOR IS RESPONSIBLE FOR ANY DEWATERING DESIGN AND OPERATIONS, AS REQUIRED, TO CONSTRUCT THE PROPOSED IMPROVEMENTS. THE CONTRACTOR SHALL OBTAIN ANY REQUIRED PERMITS FOR DEWATERING OPERATIONS AND GROUNDWATER DISPOSAL.

CITY OF AUBURN HILLS STANDARD NOTES

1. CONSTRUCTION SHALL CONFORM TO CURRENT CITY OF AUBURN HILLS STANDARDS.
2. NO WORK SHALL BE PERFORMED WITHOUT INSPECTION.
3. A PERMIT FROM THE DPW IS REQUIRED FOR ALL CONSTRUCTION WITHIN CITY ROW. NO EQUIPMENT OR MATERIAL STORAGE WILL BE PERMITTED IN THE ROW.
4. ALL CITY STREETS MUST BE MAINTAINED DURING CONSTRUCTION. STREETS SHALL BE KEPT FREE OF MUD, DIRT, CONSTRUCTION DEBRIS, DUST AND THE LIKE IF CLEAN-UP IS NOT PERFORMED WITHIN 24 HOURS OF NOTIFICATION. THE CITY RESERVES THE RIGHT TO PERFORM THE WORK AND CHARGE THE DEVELOPER ACCORDINGLY.
5. WORKING HOURS (INCLUDING RUNNING OF ANY MACHINERY) SHALL BE RESTRICTED TO MONDAY THROUGH SATURDAY, 7:00 AM TO 7:00 PM. SUNUP TO SUNDOWN, WHICHEVER IS LESS. CONSTRUCTION OPERATIONS BEYOND THE PERIODS MENTIONED ABOVE SHALL BE PERMITTED ONLY AFTER WRITTEN APPROVAL OF THE CITY MANAGER OR HIS DESIGNEE.
6. ALL MATERIALS AND MANUFACTURERS SHALL CONFORM TO THE STANDARD DETAILS.
7. UTILITY STRUCTURES SHALL NOT BE LOCATED IN DRIVEWAYS, AND WHERE POSSIBLE, SHALL NOT BE LOCATED IN PAVED AREAS.
8. THE CONTRACTOR SHALL NOTIFY ALL UTILITY COMPANIES IN ACCORDANCE WITH ACT 53 OF P.A. OF 1974 AND ALSO CONTACT OAKLAND COUNTY UTILITY AND PROTECTION SERVICE (MSS DIG 1-800-482-7171) THREE (3) WORKING DAYS BEFORE THE START OF ANY CONSTRUCTION.
9. THE CONTRACTOR SHALL PROVIDE NECESSARY SIGNS, BARRICADES AND LIGHTS TO PROTECT TRAFFIC AND THE WORK AS DIRECTED BY THE ENGINEER. SUCH DEVICES SHALL BE PLACED PRIOR TO STARTING WORK IN AFFECTED AREAS.
10. ALL SOIL EROSION AND SEDIMENTATION CONTROLS SHALL BE IN ACCORDANCE WITH THE OAKLAND COUNTY STANDARDS AND DETAILS. THE CONTRACTOR SHALL FOLLOW LOCAL RULES AND REGULATIONS FOR SOIL EROSION AND SEDIMENTATION CONTROL FOR ALL MATERIALS THAT ARE DISPOSED OF OFF OF THE PROJECT SITE.
11. ALL SOIL EROSION MEASURES MUST BE PROPERLY PLACED PRIOR TO GRADING OR OTHER CONSTRUCTION ACTIVITIES.
12. FIELD CHANGES TO THE APPROVED PLAN SHALL BE BROUGHT TO THE ATTENTION OF THE INSPECTOR ON SITE, WHO WILL DETERMINE WHETHER THE CHANGE IS CONSIDERED "SIGNIFICANT." "SIGNIFICANT" FIELD CHANGES SHALL BE SUBMITTED TO THE CITY BY THE DESIGN ENGINEER. THE CITY SHALL NOT BE HELD RESPONSIBLE FOR DELAYS IN APPROVAL OF CHANGES TO THE APPROVED SITE IMPROVEMENT (ENGINEERING) PLAN.
13. WHERE POSSIBLE, PUBLIC UTILITIES SHALL NOT BE PLACED UNDER PAVEMENT. THE CITY OF AUBURN HILLS SHALL NOT BE RESPONSIBLE FOR PAVEMENT, CURB, OR OTHER RESTORATION OF PERMANENT FACILITIES LOCATED WITHIN THE MUNICIPAL EASEMENT.
14. 3 WORKING DAYS PRIOR TO STARTING CONSTRUCTION, CONTACT THE CONSTRUCTION DEPARTMENT OF ORCHARD, HILTZ & McCLENT, INC. AT (734) 466-4539 TO SCHEDULE INSPECTION. O.H.M. SHALL INSPECT ALL SITE IMPROVEMENTS INCLUDING UNDERGROUND UTILITY INSTALLATION, EARTHWORK OPERATIONS, RETAINING WALLS, PAVEMENT IN CITY R.O.W., ALL SIDEWALKS OR SAFETY PATHS IN ANY PUBLIC R.O.W., AND ANY ADDITIONAL ITEMS NOTED DURING REVIEW OR AT THE PRE-CONSTRUCTION MEETING. FINAL OCCUPANCY MAY BE AFFECTED IF PROCEDURES ARE NOT FOLLOWED FOR PROPER INSPECTION.

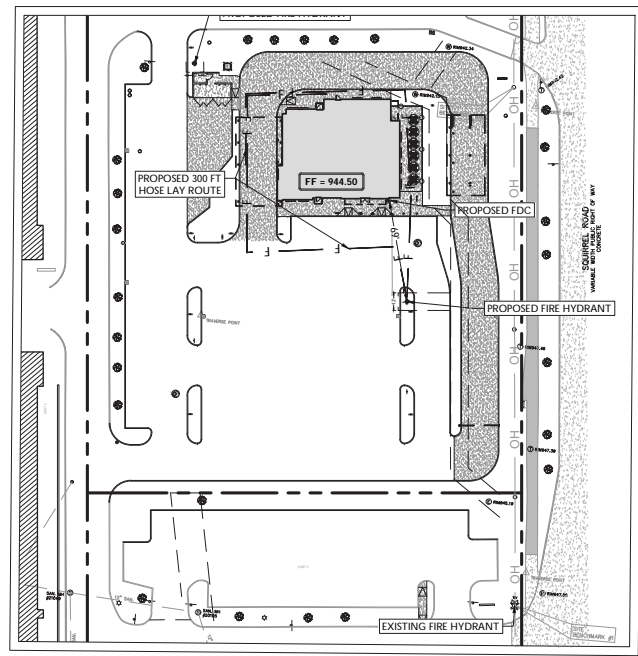
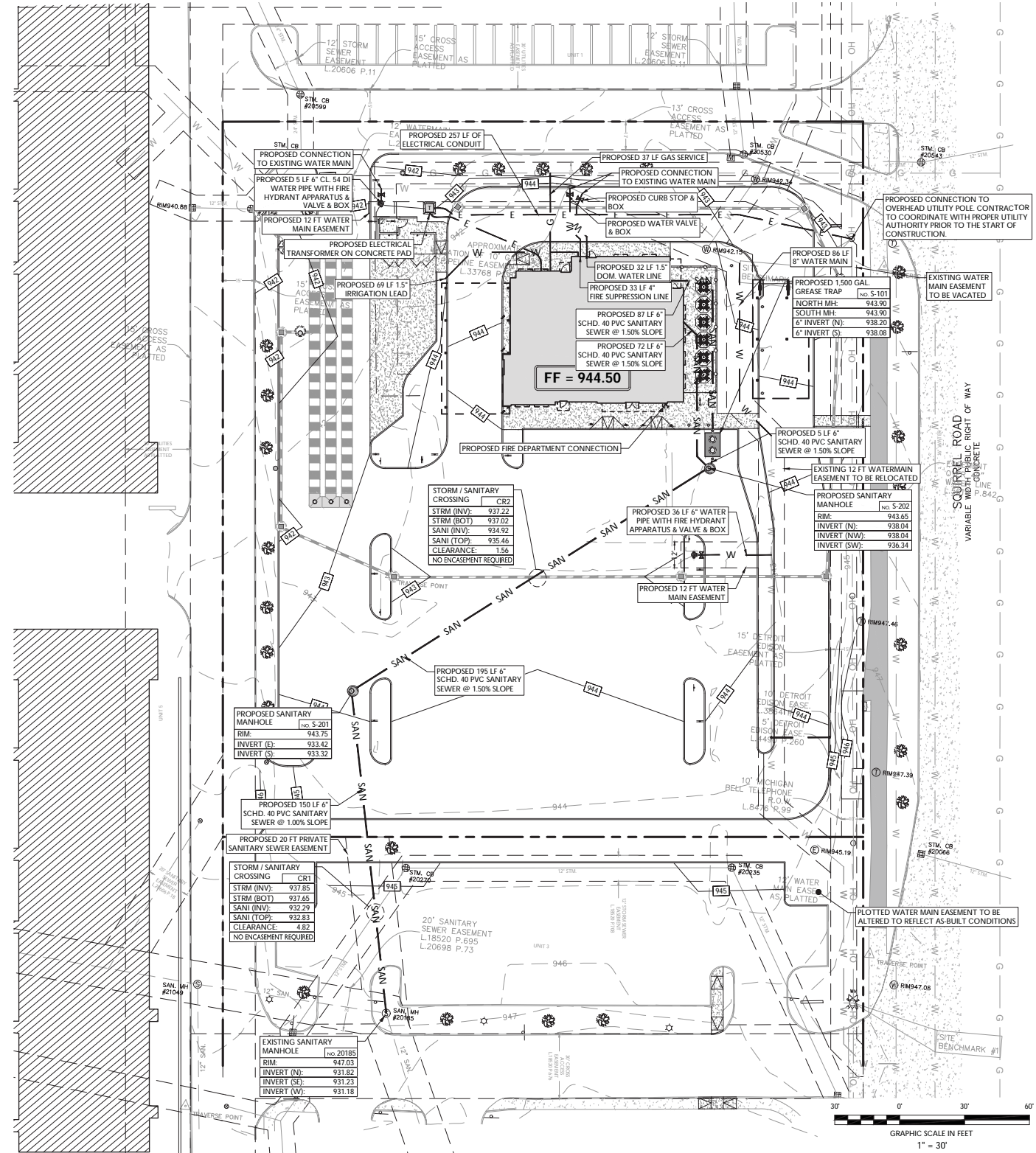
BENCHMARKS

SITE BENCHMARK #1
 CONCRETE ON HYDRANT, SOUTH SIDE OF SITE.
 ELEVATION = 950.50'
 (NAVD 88 DATUM)

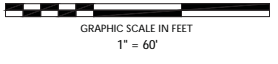
SITE BENCHMARK #2
 MAG NAIL IN SOUTH FACE OF UTILITY POLE, NORTH SIDE OF SITE.
 ELEVATION = 944.76'
 (NAVD 88 DATUM)

SYMBOL DESCRIPTION

- PROPERTY LINE
- SAN --- PROPOSED SANITARY LATERAL
- W --- PROPOSED DOMESTIC WATER SERVICE
- E --- PROPOSED ELECTRIC CONDUITS
- G --- PROPOSED GAS LINE
- ⊗ PROPOSED VALVE
- ⊕ PROPOSED FIRE HYDRANT
- ⊙ PROPOSED FIRE DIRECT CONNECTION (FDC)
- ⊙ PROPOSED SANITARY MANHOLE / CLEANOUT
- ⊙ PROPOSED TRANSFORMER ON CONCRETE PAD WITH BOLLARDS



FIRE HYDRANT COVERAGE PLAN



MANHOLE SCHEDULE

#	TYPE	RIM	SIZE	DIRECTION	INVERT
20020	CATCH BASIN	946.68		B/STRUCTURE	937.15
		946.68	12	T/WATER	943.13
20066	CATCH BASIN	946.76	12	E	942.61
20185	SANITARY MANHOLE	947.23	12	SE	947.03
		947.03	12	W	931.18
		947.03	12	SW	938.50
20235	CATCH BASIN	944.70	12	SE	938.60
		944.70	12	B/STRUCTURE	936.80
		944.70	12	T/WATER	943.20
20270	CATCH BASIN	944.72	12	E	937.77
		944.72	12	SW	938.02
		944.72	12	B/STRUCTURE	935.92
		944.72	12	T/WATER	943.17
20321	STORM MANHOLE	943.26	12	N	936.86
20368	CATCH BASIN	942.93	12	N	935.63
20470	CATCH BASIN	941.26	12	S	935.86
		941.26	15	SW	935.36
20530	CATCH BASIN	941.32	12	N	932.42
20543	CATCH BASIN	941.33	12	E	936.08
		941.33	6	W	936.68
20599	CATCH BASIN	940.46	24	S	930.96
		940.46	24	NE	931.06
20819	CATCH BASIN	942.29	12	N	936.46
		942.29	12	S	936.59
20913	CATCH BASIN	942.37	12	S	935.47
		942.37	12	NW	935.47
		942.37	10	E	935.62
		942.37	12	S	937.86
21036	CATCH BASIN	946.31	12	NE	937.41
		946.31	12	N	930.68
21049	SANITARY MANHOLE	947.18	12	E	930.63
		947.18	12	S	930.33
21135	CATCH BASIN	939.75	12	SE	935.25
		939.75	15	NE	935.25
		939.75	18	NW	935.25
21152	CATCH BASIN	940.45	24	SW	930.85
		940.45	24	N	931.00
21156	CATCH BASIN	940.83	18	SE	935.23
		940.83	12	W	931.43
		940.83	24	NE	930.83



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2111 SQUIRREL ROAD
PROPOSED CHICK-FIL-A



SCALE: AS SHOWN PROJECT ID: DET-200290

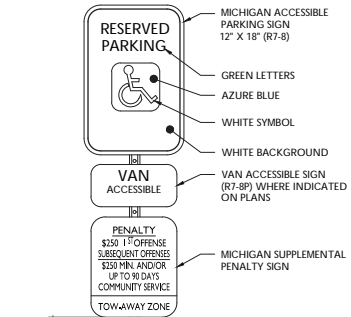
UTILITY PLAN

DRAWING: C-8

ISSUE DATE BY DESCRIPTION

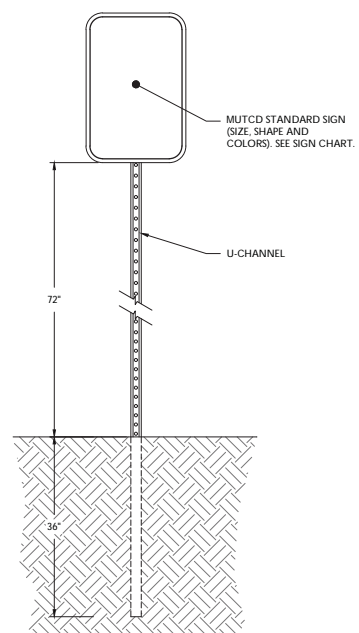
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2	12/08/2023	JD	FOR SITE PLAN APPROVAL
3	03/07/2024	JD	FOR SITE PLAN APPROVAL
4	02/28/2024	JD	FOR SITE PLAN APPROVAL

V:\PROJECTS\2023\MANAGEMENT\2023\2111 SQUIRREL ROAD\AUBURN HILLS\ACAD\DWG\2023\07-08\UTILITY.DWG



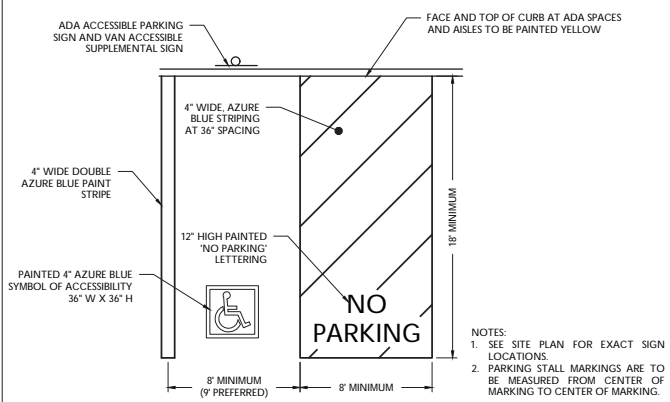
ACCESSIBLE PARKING SIGN DETAIL
NOT TO SCALE

1



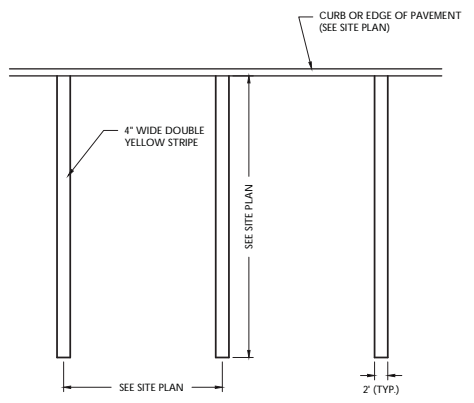
SIGN POST DETAIL
NOT TO SCALE

2



ACCESSIBLE PARKING STALL MARKINGS
NOT TO SCALE

3



PARKING STALL MARKINGS
NOT TO SCALE

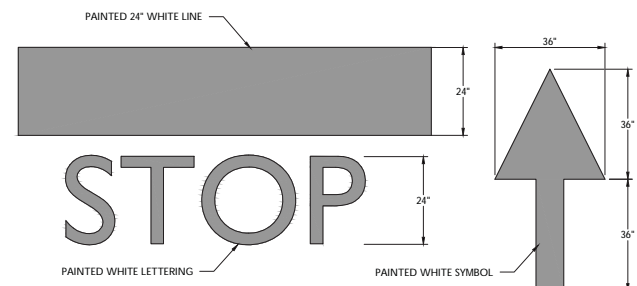
5

M.U.T.C.D. NUMBER	TEXT	COLOR		SIZE OF SIGN (WIDTH X HEIGHT)	TYPE OF MOUNT
		LEGEND	BACKGROUND		
STOP SIGN (R1-1)		WHITE	RED	36"x36"	GROUND
DO NOT ENTER (R5-1)		RED	WHITE	30"x30"	GROUND

NOTE:
1. ALL SIGNS SHALL BE IN ACCORDANCE WITH THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD), EXCEPT AS NOTED.
2. ALL SIGNS SHALL BE MOUNTED AS TO NOT OBSTRUCT THE SHAPE OF "STOP" (R1-1) AND "YIELD" (R1-2) SIGNS.

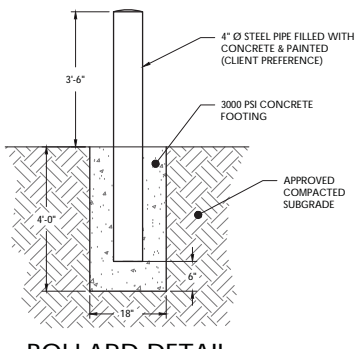
SIGN DATA TABLE
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4



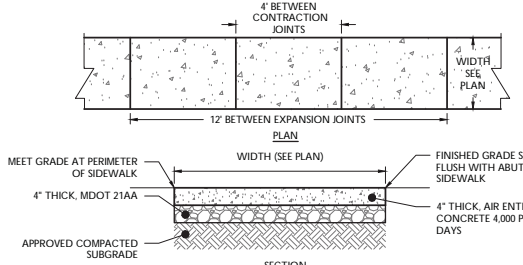
STOP BAR & ARROW DETAILS
NOT TO SCALE

6



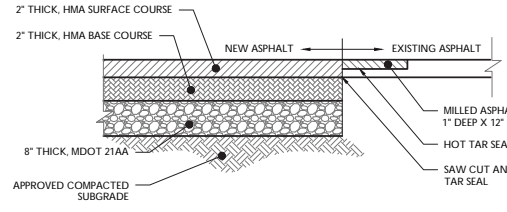
BOLLARD DETAIL
NOT TO SCALE

7



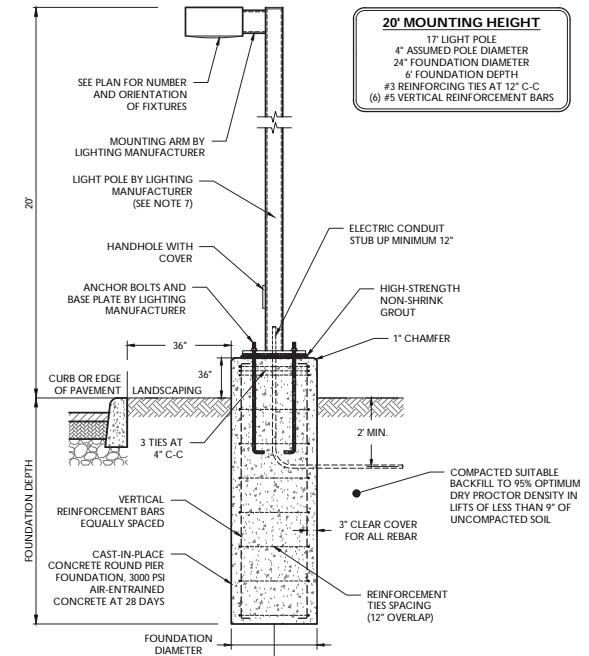
CONCRETE WALKWAY DETAIL
NOT TO SCALE

8



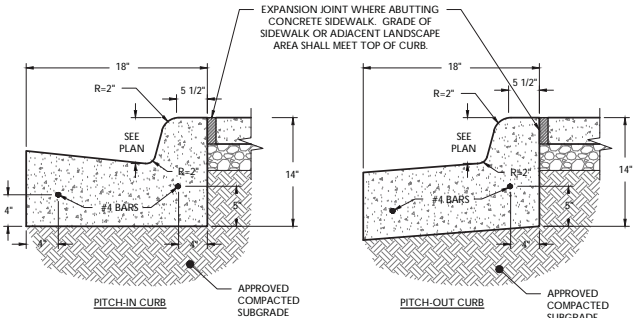
FULL DEPTH ASPHALT PAVEMENT DETAIL
NOT TO SCALE

9



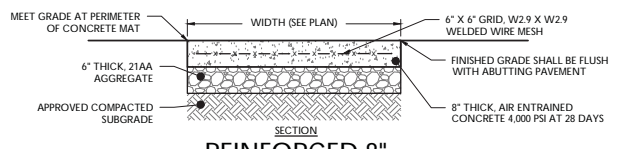
LIGHT POLE INSTALLATION DETAIL
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13



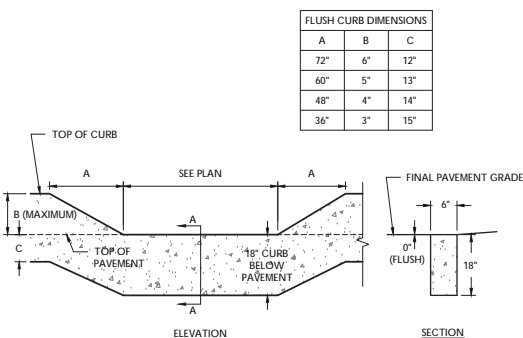
CONCRETE CURB AND GUTTER DETAIL
NOT TO SCALE

10



REINFORCED 8" CONCRETE MAT
NOT TO SCALE

11



FLUSH CURB DETAIL
ELEVATION

12

NOTES:
1. CONCRETE SHALL BE 3500 PSI AT 28 DAYS, AIR-ENTRAINED.
2. TRANSVERSE EXPANSION JOINTS SHALL BE PROVIDED AT 20 FOOT INTERVALS WITH PRE-MOLDED, BITUMINOUS JOINT FILLER, RECESSED 1/2" FROM SURFACE.
3. HALF DEPTH CONTRACTION JOINTS SHALL BE PROVIDED AT 10 FOOT INTERVALS.
4. 14" CURB DEPTH SHALL BE MAINTAINED AT DEPRESSED OR FLUSH CURBED AREAS.

NOTES:
1. 1/2" EXPANSION JOINTS WITH WATER SEAL SHALL BE PROVIDED AT 12' INTERVALS WITH PRE-MOLDED, BITUMINOUS JOINT FILLER, RECESSED 1/2" FROM THE SURFACE. LONGITUDINAL REBAR TO BE CUT AT EXPANSION JOINTS.
2. 1" DEEP BY 1/2" WIDE, TOOLED CONTRACTION JOINTS SHALL BE PROVIDED AT MID-POINT BETWEEN EXPANSION JOINTS OR 6' INTERVALS MAX.
3. CONCRETE SHALL RECEIVE BROOM FINISH.
4. ALL EXPOSED CORNERS TO HAVE 12" CHAMFER.

NOTE: HMA MIX AND DENSE GRADED AGGREGATE SHALL CONFORM TO STATE DEPARTMENT OF TRANSPORTATION SPECIFICATIONS.

NOTES:
1. MINIMUM SOIL BEARING PRESSURE OF 1500 PSF, SOIL FRICTION ANGLE OF 30 DEGREES, AND SOIL DRY UNIT WEIGHT OF 120 PCF SHALL BE CONFIRMED IN THE FIELD BY A QUALIFIED PROFESSIONAL.
2. CAST-IN-PLACE CONCRETE SHALL BE CONSOLIDATED USING VIBRATOR.
3. ALL REBAR TO BE NEW GRADE 60 STEEL.
4. PRE-CAST PIERS ACCEPTABLE UPON WRITTEN APPROVAL OF SHOP DRAWING BY ENGINEER.
5. CONCRETE TO BE INSTALLED A MINIMUM OF 7 DAYS PRIOR TO INSTALLING LIGHT POLE. POURED CONCRETE MIX REQUIRED TO OBTAIN 80% OF DESIGN STRENGTH PRIOR TO INSTALLING LIGHT POLE.
6. CONCRETE SHALL HAVE A MAXIMUM SLUMP OF 4" (WITHIN 1" TOLERANCE).
7. POLE SHALL BE RATED FOR 10 MPH HIGHER THAN MAXIMUM WIND SPEED 33FT ABOVE GROUND FOR THE AREA BASED ON ANS/ASSE 7-93.
8. POUR TO BE TERMINATED AT A FORM.
9. WORK SHALL CONFORM TO ALL BEST PRACTICES FOR APPROPRIATE TEMPERATURE AND WEATHER CONDITIONS.
10. CONTRACTOR TO TEMPORARILY SUPPORT ADJACENT SOIL AND STRUCTURES DURING EXCAVATION IF REQUIRED.

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2111 NORTH SQUIRREL ROAD
OAKLAND COUNTY, MICHIGAN

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SCALE: AS SHOWN PROJECT ID: DET-200290

TITLE: CONSTRUCTION DETAILS

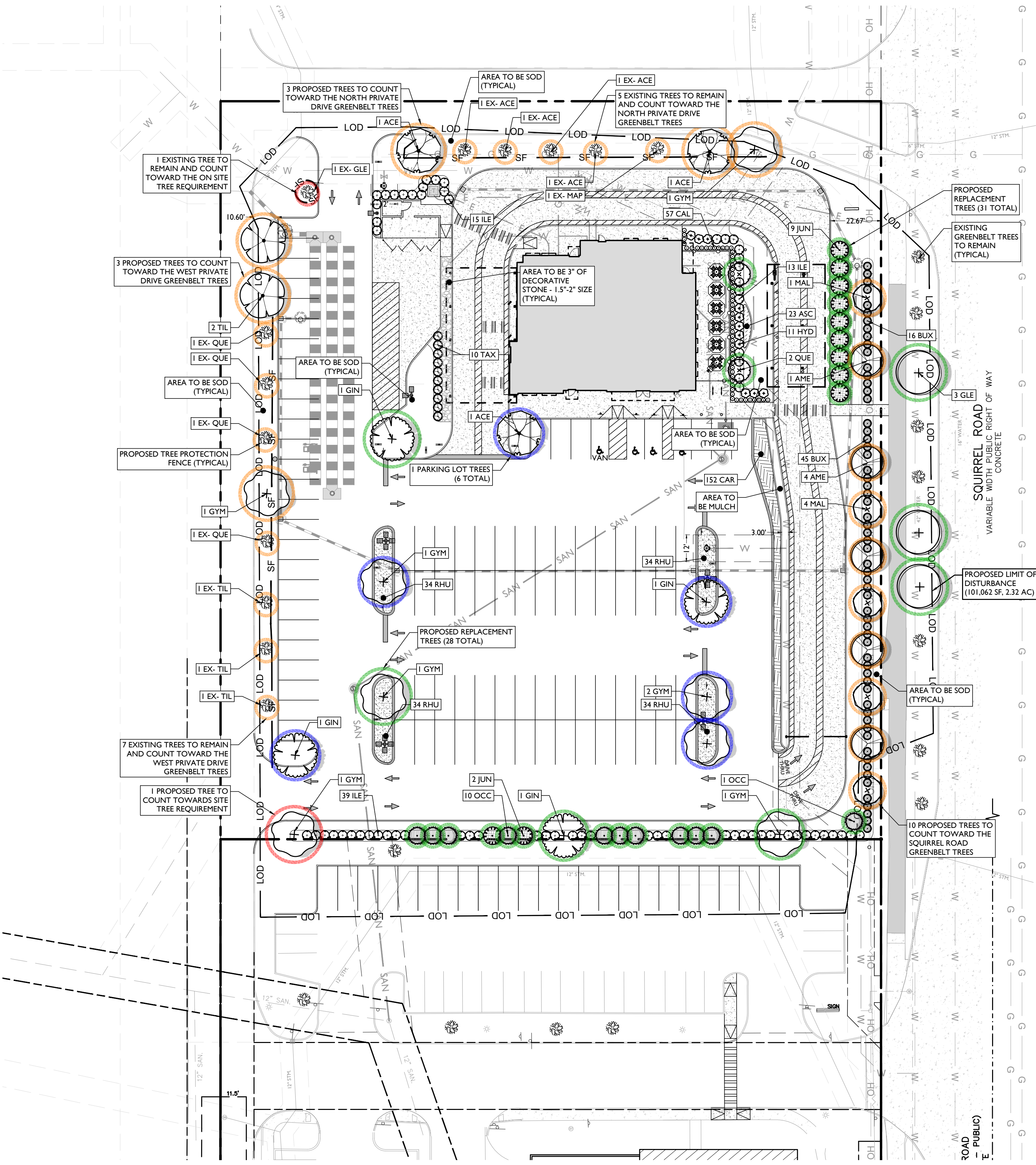
DRAWING: C-9

EXISTING TREE QUANTITIES	
DESCRIPTION	QUANTITY
TREES TO BE REMOVED	31 TREES
TREES TO REMAIN	26 TREES
TOTAL	57 TREES

REQUIRED TREE QUANTITIES		
DESCRIPTION	REQUIRED	PROPOSED
ON SITE TREES	20 TREES	2 TREES
STREET TREES	28 TREES	28 TREES
PARKING LOT TREES	5 TREES	6 TREES
TREE REPLACEMENT	31 TREES	31 TREES
TOTAL	84 TREES	67 TREES

TREE REPLACEMENT REQUIREMENTS	
REQUIRED	PROPOSED
TREE REPLACEMENT	
REPLACEMENT RATIO: 1:1	
31 TREES REMOVED = 31 REPLACEMENT TREES	31 REPLACEMENT TREES

LANDSCAPING AND BUFFER REQUIREMENTS	
REQUIRED	PROPOSED
PARKING LOT LANDSCAPING	
MINIMUM GREENBELT WIDTH: 7 FT	10.60 FT
SITE AREA LANDSCAPING REQUIREMENTS	
MINIMUM 20% OF SITE SHALL BE LANDSCAPED (97,908 SF) * (0.20) = 19,582 SF	20,080 SF (20.5%)
1 TREE FOR EVERY 1,000 SF OF REQUIRED AREA (19,582 SF) * (1 TREE / 1,000 SF) = 20 TREES	1 EXISTING TREE 1 PROPOSED TREE (W)
STREET TREES	
1 TREE FOR EVERY 30 LF OF FRONTAGE	
SQUIRREL ROAD: 293 FT (293 FT) * (1 TREE / 30 FT FRONTAGE) = 10 TREES	10 TREES
PRIVATE DRIVE (NORTH): 228 FT (228 FT) * (1 TREE / 30 FT FRONTAGE) = 8 TREES	5 EXISTING TREES 3 PROPOSED TREES
PRIVATE DRIVE (WEST): 284 FT (284 FT) * (1 TREE / 30 FT FRONTAGE) = 10 TREES	7 EXISTING TREES 3 PROPOSED TREES 22.67 FT
MINIMUM GREENBELT WIDTH FOR PUBLIC OR PRIVATE ROADS: 15 FT	
MINIMUM GREENBELT WIDTH FOR PRIVATE ACCESS DRIVES: 10 FT	10.60 FT
INTERIOR PARKING LOT LANDSCAPING	
MINIMUM AREA: 100 SF	147 SF
MINIMUM WIDTH: 8 FT	9 FT
MAXIMUM PLANT HEIGHT: 3 FT	3 FT
1 TREE FOR EVERY 20 SPACES (95 SPACES) * (1 TREE / 20 SPACES) = 5 TREES	6 TREES
MINIMUM AREA PER TREE: 100 SF	147 SF
MAXIMUM DISTANCE BETWEEN TREES: 180 FT	98 FT
(W) WAIVER	



SYMBOL	DESCRIPTION
	PROPOSED STREET TREES
	PROPOSED PARKING LOT TREES
	PROPOSED ON SITE TREES
	PROPOSED REPLACEMENT TREES



Know what's below
Call before you dig.

- CITY OF AUBURN HILLS LANDSCAPE NOTES/TREE REPLACEMENT NOTES**
- ALL INSTALLED TREES ARE TO HAVE A STRAIGHT TRUNK.
 - ALL INSTALLED TREES ARE TO BE NORTHERN GROWN.
 - ALL INSTALLED TREES ARE TO BE STATE DEPARTMENT OF AGRICULTURE NURSERY GRADE NO. 1 OR BETTER.
 - ALL REPLACEMENT TREES ARE CONSIDERED PROTECTED REGARDLESS OF SIZE.
 - ALL TREES SHALL BE GUARANTEED FOR A MINIMUM OF TWO YEARS.
 - ALL LANDSCAPED AREAS SHALL BE IRRIGATED WITH AN UNDERGROUND SPRINKLER SYSTEM.

- CITY OF AUBURN HILLS TREE PROTECTION PLAN**
- IDENTIFY ON SITE ALL TREES OR AREAS OF TREES WHICH ARE BEING PROPOSED TO BE PRESERVED WITH FLUORESCENT ORANGE SPRAY PAINT (CHALK BASE) OR BY RED FLAGGING TAPE.
 - ERECT BARRIERS OF FOUR (4) FOOT HIGH FENCING STAKED WITH METAL "T-POSTS" FIVE (5) FEET ON CENTER OR ALL SUCH TREES OR GROUPS OF TREES PROPOSED TO REMAIN.
 - PROTECTIVE BARRIERS ARE TO BE ERRECTED PRIOR TO ANY CLEARING OR GRUBBING ON THE SITE, AND BARRIERS ARE TO REMAIN INTACT UNTIL APPROVED BY THE CITY TO BE REMOVED, OR WHEN A CERTIFICATE OF OCCUPANCY IS ISSUED.
 - KEEP CLEAR ALL DEBRIS OR FILL, EQUIPMENT, AND MATERIAL FROM WITHIN THE REQUIRED PROTECTIVE BARRIER.
 - DURING CONSTRUCTION, THE OWNER, DEVELOPER, OR AGENT SHALL NOT CAUSE OR PERMIT ANY ACTIVITY WITHIN THE FENCE LINE OF ANY PROTECTED TREE OR GROUP OF TREES INCLUDING, BUT NOT LIMITED TO, THE STORAGE OF EQUIPMENT, DUMPSTERS, BOULDER, DIRT, AND EXCAVATED MATERIAL, BUILDING OR WASTE MATERIAL, OR ANY OTHER MATERIAL HARMFUL TO THE LIFE OF A TREE.
 - NO DAMAGING ATTACHMENT, WIRES (OTHER THAN CABLE WIRES FOR TREES), SIGNS, OR PERMITS MAY BE FASTENED TO ANY TREE PROTECTED BY THIS ORDINANCE.

IRRIGATION NOTE:
IRRIGATION CONTRACTOR TO PROVIDE A DESIGN FOR AN IRRIGATION SYSTEM SEPARATING PLANTING BEDS FROM LAWN AREA. PRIOR TO CONSTRUCTION, DESIGN IS TO BE SUBMITTED TO THE PROJECT LANDSCAPE DESIGNER FOR REVIEW AND APPROVAL. WHERE POSSIBLE, DRIP IRRIGATION AND OTHER WATER CONSERVATION TECHNIQUES SUCH AS RAIN SENSORS SHALL BE IMPLEMENTED. CONTRACTOR TO VERIFY MAXIMUM ON SITE DYNAMIC WATER PRESSURE AVAILABLE MEASURED IN PSI. PRESSURE REDUCING DEVICES OR BOOSTER PUMPS SHALL BE PROVIDED TO MEET SYSTEM PRESSURE REQUIREMENTS. DESIGN TO SHOW ALL VALVES, PIPING, HEADS, BACKFLOW PREVENTION, METERS, CONTROLLERS, AND SLEEVES WITHIN HARDSCAPE AREAS.

- LANDSCAPING NOTES**
- THE CONTRACTOR SHALL RESTORE ALL DISTURBED GRASS AND LANDSCAPED AREAS TO MATCH EXISTING CONDITIONS UNLESS INDICATED OTHERWISE WITHIN THE PLAN SET.
 - THE CONTRACTOR SHALL RESTORE ALL DISTURBED LAWN AREAS WITH A MINIMUM 4 INCH LAYER OF TOPSOIL AND SEED.
 - THE CONTRACTOR SHALL RESTORE MULCH AREAS WITH A MINIMUM 3 INCH LAYER OF MULCH.
 - THE MAXIMUM SLOPE ALLOWABLE IN LANDSCAPE RESTORATION AREAS SHALL BE 3 FEET HORIZONTAL TO 1 FOOT VERTICAL (3:1 SLOPE) UNLESS INDICATED OTHERWISE WITHIN THE PLAN SET.
 - THE CONTRACTOR IS REQUIRED TO LOCATE ALL SPRINKLER HEADS IN AREA OF LANDSCAPING PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL RELOCATE SPRINKLER HEADS AND LINES IN ACCORDANCE WITH OWNER'S DIRECTION WITHIN AREAS OF DISTURBANCE.
 - THE CONTRACTOR SHALL ENSURE THAT ALL DISTURBED LANDSCAPED AREAS ARE GRADED TO MEET FLUSH AT THE ELEVATION OF WALKWAYS AND TOP OF CURB ELEVATIONS EXCEPT UNLESS INDICATED OTHERWISE WITHIN THE PLAN SET. NO ABRUPT CHANGES IN GRADE ARE PERMITTED IN DISTURBED LANDSCAPING AREAS.

TREE PLANT SCHEDULE									
DECIDUOUS TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	SPACING	GENUS %	SPECIES %
	ACE	3	ACER RUBRUM	RED MAPLE	2.5" - 3" CAL	B&B	AS SHOWN	6%	6%
	AME	5	AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE'	AUTUMN BRILLIANCE APPLE SERVICEBERRY	2.5" - 3" CAL	B&B	AS SHOWN	9%	9%
	GIN	4	GINKGO BILOBA 'PRINCETON SENTRY'	PRINCETON SENTRY MAIDENHAIR TREE	2.5" - 3" CAL	B&B	AS SHOWN	6%	6%
	MAL	5	MALUS X 'SPRING SNOW'	SPRING SNOW CRABAPPLE	2.5" - 3" CAL	B&B	AS SHOWN	10%	10%
	GYM	8	GYMNOCLADUS DIOICA 'ESPRESSO'	KENTUCKY COFFEETREE	2.5" - 3" CAL	B&B	AS SHOWN	15%	15%
	QUE	2	QUERCUS X WAREI 'NADLER'	KINDRED SPIRIT OAK	2.5" - 3" CAL	B&B	AS SHOWN	4%	4%
	TIL	2	TILIA CORDATA	LITTLELEAF LINDEN	2.5" - 3" CAL	B&B	AS SHOWN	4%	4%
	GLE	3	GLEDTISIA TRIACANTHOS INERMIS 'SHADEMASTER'	SHADEMASTER HONEY LOCUST	2.5" - 3" CAL	B&B	AS SHOWN	6%	6%
EVERGREEN TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	SPACING	GENUS %	SPECIES %
	OCC	11	THUJA OCCIDENTALIS	AMERICAN ARBORVITAE	8" - 10" HT	B&B	AS SHOWN	21%	21%
	JUN	11	JUNIPERUS VIRGINIANA	EASTERN REDCEDAR	8" - 10" HT	B&B	AS SHOWN	21%	21%
EXISTING TREES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER	SPACING		
	EX-GLE	1	GLEDTISIA TRIACANTHOS	SHADEMASTER HONEY LOCUST	VARIABLE	-	AS SHOWN		
	EX-TIL	3	TILIA CORDATA	LITTLELEAF LINDEN	VARIABLE	-	AS SHOWN		
	EX-ACE	4	ACER PLATANOIDES	NORWAY MAPLE	VARIABLE	-	AS SHOWN		
	EX-QUE	4	QUERCUS RUBRA	RED OAK	VARIABLE	-	AS SHOWN		
TOTAL PROPOSED TREES		53						100%	100%
TOTAL EXISTING TREES		13							
TOTAL TREES		66							

NOTE: IF ANY DISCREPANCIES OCCUR BETWEEN AMOUNTS SHOWN ON THE LANDSCAPE PLAN AND WITHIN THE PLANT LIST, THE PLAN SHALL DICTATE
(*) DIVERSITY REQUIREMENTS FOR TREES: 51 TO 100 TREES = 40% GENUS; 20% SPECIES

SHRUB AND PERENNIAL PLANT SCHEDULE						
SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	HYD	11	HYDRANGEA MACROPHYLLA 'ENDLESS SUMMER'	BAILMER HYDRANGEA	18" - 24"	POT
EVERGREEN SHRUBS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	BUX	61	BUXUS MICROPHYLLA JAPONICA 'WINTER GEM'	WINTER GEM JAPANESE BOXWOOD	18" - 24"	POT
	ILE	67	ILEX CRENATA 'COMPACTA'	DWARF JAPANESE HOLLY	18" - 24"	POT
	TAX	10	TAXUS X MEDIA 'DENSIFORMIS'	DENSE ANGLO-JAPANESE YEW	18" - 24"	POT
GRASSES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SIZE	CONTAINER
	CAL	57	CALAMAGROSTIS X ACUTIFLORA	FEATHER REED GRASS	1 GAL	POT
GROUNDCOVERS	CODE	QTY	BOTANICAL NAME	COMMON NAME	SPACING	CONTAINER
	RHU	136	RHUS AROMATICA 'GRO-LOW'	GRO-LOW FRAGRANT SUMAC	36" O.C.	1 GAL POT
PERENNIALS AND GRASSES	CODE	QTY	BOTANICAL NAME	COMMON NAME	SPACING	CONTAINER
	ASC	23	ASCLEPIAS TUBEROSA	BUTTERFLY MILKWEED	18" O.C.	1 GAL POT
	CAR	152	CAREX PENNSYLVANICA	PENNSYLVANIA SEDGE	24" O.C.	1 GAL POT

NOTE: IF ANY DISCREPANCIES OCCUR BETWEEN AMOUNTS SHOWN ON THE LANDSCAPE PLAN AND WITHIN THE PLANT LIST, THE PLAN SHALL DICTATE.

FOR SITE PLAN APPROVAL	BY	DATE	ISSUE	DESCRIPTION
	JD			
	JD			
	EW			
	EW			

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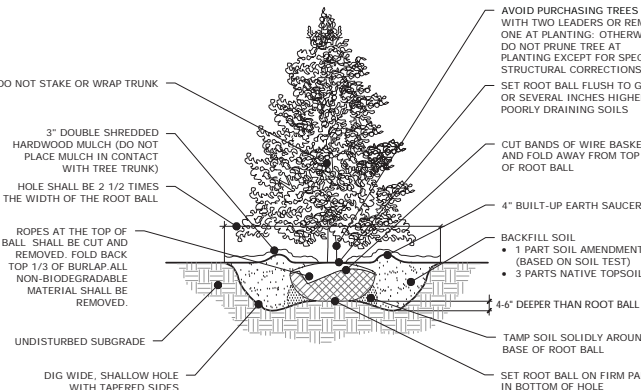
SCALE: 1" = 30' PROJECT ID: DET-200290

TITLE: LANDSCAPING PLAN

DRAWING: C-12

NOTES

- FOR CONTAINER-GROWN TREES, USE FINGERS OR SMALL HAND TOOLS TO PULL THE ROOTS OUT OF THE OUTER LAYER OF POTTING SOIL. THEN CUT OR PULL APART ANY ROOTS CIRCLING THE PERIMETER OF THE CONTAINER.
- THOROUGHLY SOAK THE TREE ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.
- SOIL AMENDMENTS
 - MODIFY HEAVY CLAY OR SILT SOILS (MORE THAN 40% CLAY OR SILT) BY ADDING COMPOSTED PINE BARK (UP TO 30% BY VOLUME) OR GYPSUM
 - MODIFY EXTREMELY SANDY SOILS (MORE THAN 85% SAND) BY ADDING ORGANIC MATTER AND/OR DRY, SHREDDED CLAY LOAM UP TO 30% OF THE TOTAL MIX



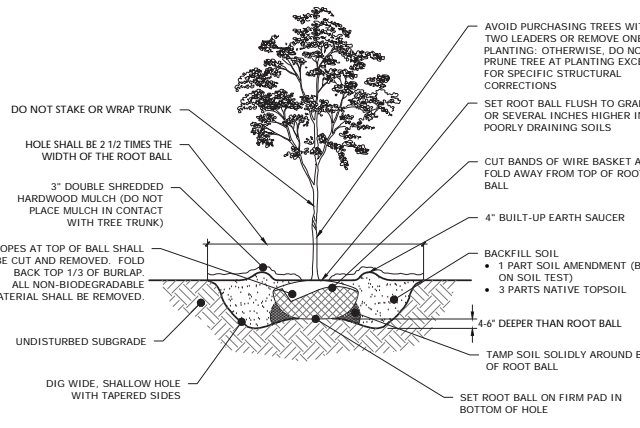
EVERGREEN TREE PLANTING DETAIL

NOT TO SCALE

1

NOTES

- FOR CONTAINER-GROWN TREES, USE FINGERS OR SMALL HAND TOOLS TO PULL THE ROOTS OUT OF THE OUTER LAYER OF POTTING SOIL. THEN CUT OR PULL APART ANY ROOTS CIRCLING THE PERIMETER OF THE CONTAINER.
- THOROUGHLY SOAK THE TREE ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.
- SOIL AMENDMENTS
 - MODIFY HEAVY CLAY OR SILT SOILS (MORE THAN 40% CLAY OR SILT) BY ADDING COMPOSTED PINE BARK (UP TO 30% BY VOLUME) OR GYPSUM
 - MODIFY EXTREMELY SANDY SOILS (MORE THAN 85% SAND) BY ADDING ORGANIC MATTER AND/OR DRY, SHREDDED CLAY LOAM UP TO 30% OF THE TOTAL MIX



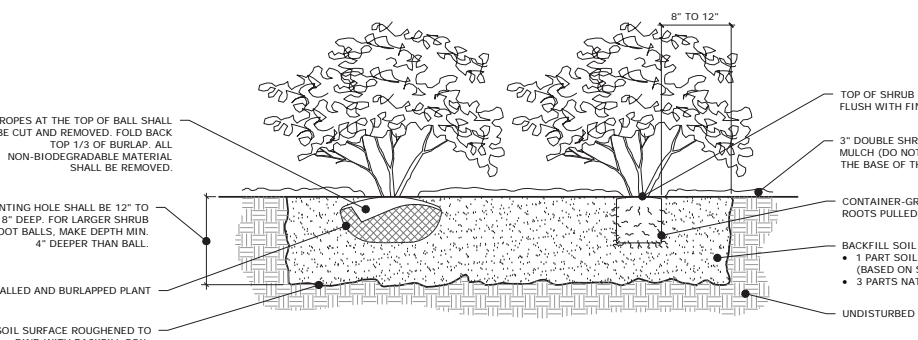
DECIDUOUS TREE PLANTING DETAIL

NOT TO SCALE

2

NOTES

- FOR THE CONTAINER-GROWN SHRUBS, USE FINGERS OR SMALL HAND TOOL TO PULL THE ROOTS OUT OF THE OUTER LAYER OF POTTING SOIL. THEN CUT OR PULL APART ANY ROOTS CIRCLING THE PERIMETER OF THE CONTAINER.
- THOROUGHLY SOAK THE SHRUB ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.
- SOIL AMENDMENTS
 - MODIFY HEAVY CLAY OR SILT SOILS (MORE THAN 40% CLAY OR SILT) BY ADDING COMPOSTED PINE BARK (UP TO 30% BY VOLUME) OR GYPSUM
 - MODIFY EXTREMELY SANDY SOILS (MORE THAN 85% SAND) BY ADDING ORGANIC MATTER AND/OR DRY, SHREDDED CLAY LOAM UP TO 30% OF THE TOTAL



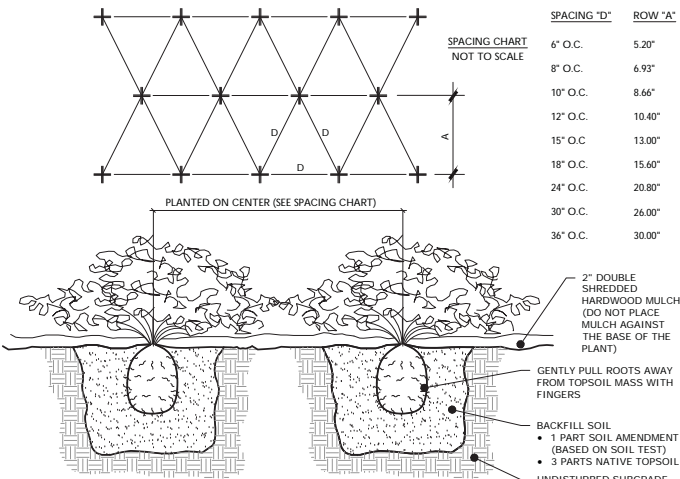
DECIDUOUS AND EVERGREEN SHRUB PLANTING DETAIL

NOT TO SCALE

3

NOTES

- THOROUGHLY SOAK THE GROUND COVER ROOT BALL AND ADJACENT PREPARED SOIL SEVERAL TIMES DURING THE FIRST MONTH AFTER PLANTING AND REGULARLY THROUGHOUT THE FOLLOWING TWO SUMMERS.
- SOIL AMENDMENTS
 - MODIFY HEAVY CLAY OR SILT SOILS (MORE THAN 40% CLAY OR SILT) BY ADDING COMPOSTED PINE BARK (UP TO 30% BY VOLUME) OR GYPSUM
 - MODIFY EXTREMELY SANDY SOILS (MORE THAN 85% SAND) BY ADDING ORGANIC MATTER AND/OR DRY, SHREDDED CLAY LOAM UP TO 30% OF THE TOTAL MIX
- ALL GROUND COVER AREAS SHALL BE TREATED WITH A PRE-EMERGENT PER MANUFACTURER'S SPECIFICATIONS



GROUND COVER/PERENNIAL/ANNUAL PLANTING DETAIL

NOT TO SCALE

4

GENERAL LANDSCAPING NOTES:

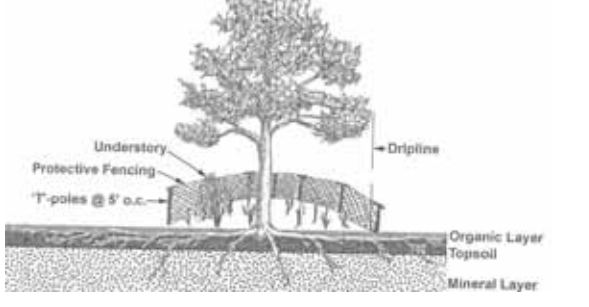
- THE LANDSCAPE CONTRACTOR SHALL FURNISH ALL MATERIALS AND PERFORM ALL WORK IN ACCORDANCE WITH THESE SPECIFICATIONS, APPROVED OR FINAL DRAWINGS, AND INSTRUCTIONS PROVIDED BY THE PROJECT LANDSCAPE DESIGNER. MUNICIPAL OFFICIALS RESERVE THE RIGHT TO APPROVE OR DENY ALL WORK COMPLETED AND MATERIALS FURNISHED AND INSTALLED SHALL BE IN STRICT ACCORDANCE WITH THE INTENTION OF THE SPECIFICATIONS, DRAWINGS, AND INSTRUCTIONS AND EXECUTED WITH THE STANDARD LEVEL OF CARE FOR THE LANDSCAPE INDUSTRY.
- WORK MUST BE CARRIED OUT ONLY DURING WEATHER CONDITIONS FAVORABLE TO LANDSCAPE CONSTRUCTION AND TO THE HEALTH AND WELFARE OF PLANTS. THE SUITABILITY OF SUCH WEATHER CONDITIONS SHALL BE DETERMINED BY THE PROJECT LANDSCAPE DESIGNER OR GOVERNING MUNICIPAL OFFICIAL.
- IT IS THE RESPONSIBILITY OF THE LANDSCAPE CONTRACTOR, BEFORE ORDERING OR PURCHASING MATERIALS, TO PROVIDE SAMPLES OF THOSE MATERIALS TO THE PROJECT LANDSCAPE DESIGNER OR GOVERNING MUNICIPAL OFFICIAL FOR APPROVAL IF SO REQUESTED.
- IF SAMPLES ARE REQUESTED, THE LANDSCAPE CONTRACTOR IS TO SUBMIT CERTIFICATION TAGS FROM TREES, SHRUBS AND SEED VERIFYING TYPE AND PURITY.
- UNLESS OTHERWISE AUTHORIZED BY THE PROJECT LANDSCAPE DESIGNER OR GOVERNING MUNICIPAL OFFICIAL, THE LANDSCAPE CONTRACTOR SHALL PROVIDE NOTICE AT LEAST FOURTY-EIGHT HOURS (48 HRS) IN ADVANCE OF THE ANTICIPATED DELIVERY DATE OF ANY PLANT MATERIALS TO THE PROJECT SITE. A LEGIBLE COPY OF THE INVOICE, SHOWING VARIETIES AND SIZES OF MATERIALS INCLUDED FOR EACH SHIPMENT SHALL BE FURNISHED TO THE PROJECT LANDSCAPE DESIGNER OR GOVERNING MUNICIPAL OFFICIAL.
- THE PROJECT LANDSCAPE DESIGNER OR GOVERNING MUNICIPAL OFFICIAL RESERVES THE RIGHT TO INSPECT AND REJECT PLANTS AT ANY TIME AND AT ANY PLACE.

PROTECTION OF EXISTING VEGETATION NOTES:

- BEFORE COMMENCING WORK, ALL EXISTING VEGETATION WHICH COULD BE IMPACTED AS A RESULT OF THE PROPOSED CONSTRUCTION ACTIVITIES MUST BE PROTECTED FROM DAMAGE BY THE INSTALLATION OF TREE PROTECTION FENCING. FENCING SHALL BE LOCATED AT THE DRIP-LINE OR LIMIT OF DISTURBANCE AS DEPICTED WITHIN THE APPROVED OR FINAL PLAN SET, ESTABLISHING THE TREE PROTECTION ZONE. FENCE INSTALLATION SHALL BE IN ACCORDANCE WITH THE PROVIDED "TREE PROTECTION FENCE DETAIL." NO WORK MAY BEGIN UNTIL THIS REQUIREMENT IS FULFILLED. THE FENCING SHALL BE INSPECTED REGULARLY BY THE LANDSCAPE CONTRACTOR AND MAINTAINED UNTIL ALL CONSTRUCTION ACTIVITIES HAVE BEEN COMPLETED.
- IN ORDER TO AVOID DAMAGE TO ROOTS, BARK OR LOWER BRANCHES, NO VEHICLE, EQUIPMENT, DEBRIS, OR OTHER MATERIALS SHALL BE DRIVEN, PARKED OR PLACED WITHIN THE TREE PROTECTION ZONE. ALL ON-SITE CONTRACTORS SHALL USE ANY AND ALL PRECAUTIONARY MEASURES WHEN PERFORMING WORK AROUND TREES, WALKS, PAVEMENTS, UTILITIES, AND ANY OTHER FEATURES EITHER EXISTING OR PREVIOUSLY INSTALLED UNDER THIS CONTRACT.
- IN RARE INSTANCES WHERE EXCAVATING, FILL, OR GRADING IS REQUIRED WITHIN THE DRIP-LINE OF TREES TO REMAIN, THE WORK SHALL BE PERFORMED AS FOLLOWS:
 - TRENCHING: WHEN TRENCHING OCCURS AROUND TREES TO REMAIN, THE TREE ROOTS SHALL NOT BE CUT, BUT THE TRENCH SHALL BE TUNNELED UNDER OR AROUND THE ROOTS BY CAREFUL HAND DIGGING AND WITHOUT INJURY TO THE ROOTS. NO ROOTS, LIMBS, OR WOODS ARE TO HAVE ANY PAINT OR MATERIAL APPLIED TO ANY SURFACE.
 - RAISING GRADES: WHEN THE GRADE AT AN EXISTING TREE IS BELOW THE NEW FINISHED GRADE, AND FILL NOT EXCEEDING 6 INCHES (6") IS REQUIRED, A DRY LAID TREE WALL SHALL BE CONSTRUCTED. THE WALL SHALL BE PLACED DIRECTLY AROUND THE TREE TRUNK. THE GRAVEL SHALL EXTEND OUT FROM THE TRUNK ON ALL SIDES A MINIMUM OF 18 INCHES (18") AND FINISH APPROXIMATELY TWO INCHES (2") ABOVE THE FINISH GRADE AT TREE. INSTALL GRAVEL BEFORE ANY EARTH FILL IS PLACED. NEW EARTH FILL SHALL NOT BE LEFT IN CONTACT WITH THE TRUNK OF ANY TREE REQUIRING FILL. WHERE FILL EXCEEDS 6 INCHES (6") IS REQUIRED, A DRY LAID TREE WALL SHALL BE CONSTRUCTED. IF APPLICABLE, TREE WELL INSTALLATION SHALL BE IN ACCORDANCE WITH THE PROVIDED "TREE WELL DETAIL."
 - LOWERING GRADES: EXISTING TREES LOCATED IN AREAS WHERE THE NEW FINISHED GRADE IS TO BE LOWERED, SHALL HAVE RE-GRADING WORK DONE BY HAND TO THE INDICATED ELEVATION. NO GREATER THAN SIX INCHES (6") ROOTS SHALL BE CUT CLEANLY THREE INCHES (3") BELOW FINISHED GRADE UNDER THE DIRECTION OF A LICENSED ARBORIST. WHERE CUT EXCEEDING 6 INCHES (6") IS REQUIRED, A DRY LAID RETAINING WALL SHALL BE CONSTRUCTED. IF APPLICABLE, THE RETAINING WALL INSTALLATION SHALL BE IN ACCORDANCE WITH THE PROVIDED "TREE RETAINING WALL DETAIL."

SOIL PREPARATION AND MULCH NOTES:

- LANDSCAPE CONTRACTOR SHALL OBTAIN A SOIL TEST OF THE IN-SITU TOPSOIL BY A CERTIFIED SOIL LABORATORY PRIOR TO PLANTING. LANDSCAPE CONTRACTOR SHALL ALLOW FOR A TWO WEEK TURNAROUND TIME FROM SUBMITTAL OF SAMPLE TO NOTIFICATION OF RESULTS.
- BASED ON SOIL TEST RESULTS, ADJUST THE RATES OF LIME AND FERTILIZER THAT SHALL BE MIXED INTO THE TOP SIX INCHES (6") OF TOPSOIL. THE LIME AND FERTILIZER RATES PROVIDED WITHIN THE "SEED SPECIFICATION" OR "SOD SPECIFICATION" IS APPROXIMATE AND FOR BIDDING PURPOSES ONLY. IF ADDITIONAL AMENDMENTS ARE NECESSARY, ADJUST THE TOPSOIL AS FOLLOWS:
 - MODIFY HEAVY CLAY OR SILT SOILS (MORE THAN 40% CLAY OR SILT) BY ADDING COMPOSTED PINE BARK (UP TO 30% BY VOLUME) OR GYPSUM
 - MODIFY EXTREMELY SANDY SOILS (MORE THAN 85%) BY ADDING ORGANIC MATTER AND/OR DRY, SHREDDED CLAY LOAM UP TO 30% OF THE TOTAL MIX
- TOPSOIL SHALL BE FERTILE, FRABLE, NATURAL TOPSOIL OF LOAMING CHARACTER, WITHOUT ADMXTURE OF SUBSOIL MATERIAL OBTAINED FROM A WELL-DRAINED ARABLE SITE, FREE FROM ALL CLAY, LUMPS, COARSE SANDS, STONES, PLANTS, ROOTS, STICKS, AND OTHER FOREIGN MATERIAL GREATER THAN ONE INCH (1").
- TOPSOIL SHALL HAVE A PH RANGE OF 5.0-7.0 AND SHALL NOT CONTAIN LESS THAN 6% ORGANIC MATTER BY WEIGHT.
- OBTAIN TOPSOIL ONLY FROM LOCAL SOURCES OR FROM AREAS HAVING SIMILAR SOIL CHARACTERISTICS TO THAT FOUND AT THE PROJECT SITE.
- CONTRACTOR SHALL PROVIDE A SIX INCH (6") DEEP LAYER OF TOPSOIL IN ALL PLANTING AREAS. TOPSOIL SHALL BE SPREAD OVER A PREPARED SURFACE IN A UNIFORM LAYER TO ACHIEVE THE DESIRED COMPACTED THICKNESS. THE SPREADING OF TOPSOIL SHALL NOT BE CONDUCTED UNDER MUDDY OR FROZEN SOIL CONDITIONS.
- UNLESS OTHERWISE NOTED IN THE CONTRACT, THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR THE INSTALLATION OF TOPSOIL AND THE ESTABLISHMENT OF FINE-GRADING WITHIN THE DISTURBED AREA OF THE SITE.
- LANDSCAPE CONTRACTOR SHALL VERIFY THAT THE SUB-GRADE ELEVATION MEETS THE FINISHED GRADE ELEVATION (LESS THE REQUIRED TOPSOIL) IN ACCORDANCE WITH THE APPROVED OR FINAL GRADING PLAN.
- ALL LAWN AND PLANTING AREAS SHALL BE GRADED TO A SMOOTH EVEN AND UNIFORM SLANE WITH NO ABRUPT CHANGE OF SURFACE AS DEPICTED WITHIN THE APPROVED OR FINAL CONSTRUCTION SET UNLESS OTHERWISE DIRECTED BY THE PROJECT LANDSCAPE DESIGNER OR MUNICIPAL OFFICIAL.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROPER SURFACE AND SUBSURFACE PLANT BED DRAINAGE PRIOR TO THE INSTALLATION OF PLANTINGS. IF POOR DRAINAGE CONDITIONS EXIST, CORRECTIVE ACTION SHALL BE TAKEN PRIOR TO INSTALLATION. ALL PLANTING AND LAWN AREAS SHALL BE GRADED AND MAINTAINED TO ALLOW A FREE FLOW OF SURFACE WATER.
- DOUBLE SHREDDED HARDWOOD MULCH OR APPROVED EQUAL SHALL BE USED AS A THREE INCH (3") TOP DRESSING IN ALL SHRUB PLANTING BEDS AND AROUND ALL TREES PLANTED BY LANDSCAPE CONTRACTOR. GROUND COVER, PERENNIAL, AND ANNUAL PLANTING BEDS SHALL BE MULCHED WITH A TWO INCH (2") TOP DRESSING. SINGLE TREES OR SHRUBS SHALL BE MULCHED TO AVOID CONTACT WITH TRUNK OR PLANT STEM. MULCH SHALL BE OF SUFFICIENT CHARACTER AS NOT TO BE EASILY DISPLACED BY WIND OR WATER RUNOFF.
- WHENEVER POSSIBLE, THE SOIL PREPARATION AREA SHALL BE CONNECTED FROM PLANTING TO PLANTING.
- SOIL SHALL BE LOOSENED WITH A BACKHOE OR OTHER LARGE COARSE-TILING EQUIPMENT UNLESS THE SOIL IS FROZEN OR EXCESSIVELY WET. TILING THAT PRODUCES LARGE, COARSE CHUNKS OF SOIL IS PREFERABLE TO TILING THAT RESULTS IN FINE GRAINS UNIFORM IN TEXTURE. AFTER THE AREA IS LOOSENED IT SHALL NOT BE DRIVEN OVER BY ANY VEHICLE.
- APPLY PRE-EMERGENT WEED CONTROL TO ALL PLANT BEDS PRIOR TO MULCHING. ENSURE COMPATIBILITY BETWEEN PRODUCT AND PLANT MATERIAL.
- ALL PLANTING SOIL SHALL BE AMENDED WITH THE FOLLOWING:
 - MYCOR® TREE SAVER - A DRY GRANULAR MYCORRHIZAL FUNGI INOCULANT THAT IS MIXED IN THE BACKFILL WHEN PLANTING TREES AND SHRUBS. IT CONTAINS SPORES OF BOTH ECTOMYCORRHIZAL AND VA MYCORRHIZAL FUNGI (VAM), BENEFICIAL RHIZOSPHERE BACTERIA, TERRA-SORB SUPERABSORBENT HYDROGEL TO REDUCE WATER LEACHING, AND SELECTED ORGANIC MICROBIAL NUTRIENTS.
 - DIRECTIONS FOR USE: USE 3-OZ PER EACH FOOT DIAMETER OF THE ROOT BALL OR 3-OZ PER INCH CALPER. MIX INTO THE BACKFILL WHEN TRANSPLANTING TREES AND SHRUBS. MIX PRODUCT IN A RING-SHAPED VOLUME OF SOIL AROUND THE UPPER PORTION OF THE ROOT BALL, EXTENDING FROM THE SOIL SURFACE TO A DEPTH OF ABOUT 8 INCHES, AND EXTENDING OUT FROM THE ROOT BALL ABOUT 8 INCHES INTO THE BACKFILL. APPLY WATER TO SOIL SATURATION.
 - MYCOR® TREE SAVER® IS EFFECTIVE FOR ALL TREE AND SHRUB SPECIES EXCEPT RHODODENDRONS, AZALEAS, AND MOUNTAIN LAUREL, WHICH REQUIRE ERICOID MYCORRHIZAE.
 - SOIL PH: THE FUNGI IN THIS PRODUCT WERE CHOSEN BASED ON THEIR ABILITY TO SURVIVE AND COLONIZE PLANT ROOTS IN A PH RANGE OF 3 TO 9.
 - FUNGICIDES: THE USE OF CERTAIN FUNGICIDES CAN HAVE A DETRIMENTAL EFFECT ON THE INOCULATION PROGRAM. SOIL APPLICATION OF ANY FUNGICIDE IS NOT RECOMMENDED FOR TWO WEEKS AFTER APPLICATION.
 - OTHER PESTICIDES: HERBICIDES AND INSECTICIDES DO NOT NORMALLY INTERFERE WITH MYCORRHIZAL FUNGAL DEVELOPMENT, BUT MAY INHIBIT THE GROWTH OF SOME TREE AND SHRUB SPECIES IF NOT USED PROPERLY.
 - HEALTHY START MACRO TABS 12-8-8
 - FERTILIZER TABLETS ARE PLACED IN THE UPPER 4 INCHES OF BACKFILL SOIL WHEN PLANTING TREES AND SHRUBS.
 - TABLETS ARE FORMULATED FOR LONG-TERM RELEASE BY SLOW BIODEGRADATION, AND LAST UP TO 2 YEARS AFTER PLANTING. TABLETS CONTAIN 12-8-8 NPK FERTILIZER, AS WELL AS A MINIMUM OF SEVEN PERCENT (7%) HUMIC ACID WITH WEIGHT, MICROBIAL NUTRIENTS DERIVED FROM SEA KELP, PROBIOTIC BYPRODUCTS, AND YUKCA SCHIGERIA, AND A COMPLEMENT OF BENEFICIAL RHIZOSPHERE BACTERIA. THE STANDARD 21 GRAM TABLET IS SPECIFIED HERE. DIRECTIONS FOR USE: FOR PLANTING BALLED & BURLAPPED (B&B) TREES AND SHRUBS, MEASURE THE THICKNESS OF THE TRUNK, AND USE ABOUT 1 TABLET (21-G) PER HALF-INCH PLACE THE TABLETS DIRECTLY NEXT TO THE ROOT BALL, EVENLY DISTRIBUTED AROUND ITS PERIMETER, AT A DEPTH OF ABOUT 4 INCHES.



TREE PROTECTION DETAIL

NOT TO SCALE

5

CITY OF AUBURN HILLS TREE PROTECTION PLAN

- IDENTIFY ON SITE ALL TREES OR AREAS OF TREES WHICH ARE BEING PROPOSED TO BE PRESERVED WITH FLUORESCENT ORANGE SPRAY PAINT (CHALK BASE) OR BY RED FLAGGING TAPE.
- ERECT BARRIERS OF FOUR (4) FOOT HIGH FENCING STAKED WITH METAL "T-POSTS" FIVE (5) FEET ON CENTER OR ALL SUCH TREES OR GROUPS OF TREES PROPOSED TO BE PRESERVED.
- PROTECTIVE BARRIERS ARE TO BE ERECTED PRIOR TO ANY CLEARING OR GRUBBING ON THE SITE, AND BARRIERS ARE TO REMAIN INTACT UNTIL APPROVED BY THE CITY TO BE REMOVED, OR WHEN A CERTIFICATE OF OCCUPANCY IS ISSUED.
- KEEP CLEAR ALL DEBRIS OR FILL, EQUIPMENT, AND MATERIAL FROM WITHIN THE REQUIRED PROTECTIVE BARRIER.
- DURING CONSTRUCTION, THE OWNER, DEVELOPER, OR AGENT SHALL NOT CAUSE OR PERMIT ANY ACTIVITY WITHIN THE FENCE LINE OF ANY PROTECTED TREE OR GROUP OF TREES INCLUDING, BUT NOT LIMITED TO, THE STORAGE OF EQUIPMENT, DUMPSTERS, ROLLERS, DIRTY AND EXCAVATED MATERIAL, BUILDING OR WASTE MATERIAL, OR ANY OTHER MATERIAL HARMFUL TO THE LIFE OF A TREE.
- NO DAMAGING ATTACHMENT, WIRES (OTHER THAN CABLE WIRES FOR TREES), SIGNS, OR PERMITS MAY BE FASTENED TO ANY TREE PROTECTED BY THIS ORDINANCE.

PLANT QUALITY AND HANDLING NOTES:

- ALL PLANT MATERIAL SHALL CONFORM TO THE AMERICAN STANDARD FOR NURSERY STOCK (ANSI Z601-2004) OR LATEST REVISION AS PUBLISHED BY THE AMERICAN NURSERY AND LANDSCAPE ASSOCIATION.
- IN ALL CASES, BOTANICAL NAMES LISTED WITHIN THE APPROVED OR FINAL PLANT LIST SHALL TAKE PRECEDENCE OVER COMMON NAMES.
- ALL PLANTS SHALL BE OF SELECTED SPECIMEN QUALITY, EXCEPTIONALLY HEAVY, TIGHTLY KNIT, SO TRAINED OR FAVORED IN THEIR DEVELOPMENT AND APPEARANCE AS TO BE SUPERIOR IN FORM, NUMBER OF BRANCHES, COMPACTNESS AND SYMMETRY. ALL PLANTS SHALL HAVE A NORMAL HABIT OR SOUND, HEALTHY, VIGOROUS PLANTS WITH WELL DEVELOPED ROOT SYSTEM. PLANTS SHALL BE FREE OF DISEASE, INSECT PESTS, EGGS OR LARVAE.
- PLANTS SHALL NOT BE PRUNED BEFORE DELIVERY. TREES WITH ABRASION OF THE BARK, SUNKSCALDS, DISFIGURING KNOTS OR FRESH CUTS OF LIMBS OVER ONE AND ONE-FOURTH INCHES (1-1/4") WHICH HAVE NOT COMPLETELY CALLOUSED SHALL BE REJECTED.
- ALL PLANTS SHALL BE TYPICAL OF THEIR SPECIES OR VARIETY AND SHALL HAVE A NORMAL HABIT OF GROWTH AND BE LEGIBLY TAGGED WITH THE PROPER NAME AND SIZE.
- THE ROOT SYSTEM OF EACH PLANT SHALL BE WELL PROVIDED WITH FIBROUS ROOTS. ALL PARTS SHALL BE SOUND, HEALTHY, VIGOROUS, WELL-BRANCHED AND DENSELY FOLIATED WHEN IN LEAF.
- ALL PLANTS DESIGNATED BALL AND BURLAP (B&B) MUST BE MOVED WITH THE ROOT SYSTEM AS SOLID UNITS WITH BALLS OF EARTH FIRMLY WRAPPED WITH BURLAP. THE DIAMETER AND DEPTH OF THE BALLS OF EARTH MUST BE SUFFICIENT TO ENCOMPASS THE FIBROUS ROOT FEEDING SYSTEMS NECESSARY FOR THE HEALTHY DEVELOPMENT OF THE PLANT. NO PLANT SHALL BE ACCEPTED WHEN THE BALL OF EARTH SURROUNDING ITS ROOTS HAS BEEN BADLY CRACKED OR BROKEN PREPARATORY TO OR DURING THE PROCESS OF PLANTING. THE BALLS SHALL REMAIN INTACT DURING ALL OPERATIONS. ALL PLANTS THAT CANNOT BE PLANTED AT ONCE MUST BE HELED-IN BY SETTING IN THE GROUND AND COVERING THE BALLS WITH SOIL OR MULCH AND THEN WATERING. HEAL BURLAP AND TWINE IS PREFERABLE TO TREATED. IF TREATED BURLAP IS USED, ALL TWINE IS TO BE CUT FROM AROUND THE TRUNK AND ALL BURLAP IS TO BE REMOVED.
- PLANTS TRANSPORTED TO THE PROJECT IN OPEN VEHICLES SHALL BE COVERED WITH TARPS OR OTHER SUITABLE COVERS SECURELY FASTENED TO THE BODY OF THE VEHICLE TO PREVENT INJURY TO THE PLANTS. CLOSED VEHICLES SHALL BE ADEQUATELY VENTILATED TO PREVENT OVERHEATING OF THE PLANTS. EVIDENCE OF INADEQUATE PROTECTION FOLLOWING DIGGING, CARELESSNESS WHILE IN TRANSIT, OR IMPROPER HANDLING OR STORAGE SHALL BE CAUSE FOR REJECTION OF PLANT MATERIAL. ALL PLANTS SHALL BE KEPT MOIST, FRESH, AND PROTECTED. SUCH PROTECTION SHALL ENCOMPASS THE ENTIRE PERIOD DURING WHICH THE PLANTS ARE IN TRANSIT, BEING HANDLED, OR ARE IN TEMPORARY STORAGE.
- ALL PLANT MATERIAL SHALL BE INSTALLED IN ACCORDANCE WITH THE CORRESPONDING LANDSCAPE PLAN AND PLANTING DETAILS.
- LANDSCAPE CONTRACTOR SHALL MAKE BEST EFFORT TO INSTALL PLANTINGS ON THE SAME DAY AS DELIVERY. IF PLANTS ARE NOT PLANTED IMMEDIATELY ON SITE, PROPER CARE SHALL BE TAKEN TO PLACE THE PLANTINGS IN PARTIAL SHADE WHEN POSSIBLE. THE ROOT BALL SHALL BE KEPT MOIST AT ALL TIME AND COVERED WITH MOISTENED MULCH OR AGED WOODCHIPS. PROPER IRRIGATION SHALL BE SUPPLIED SO AS TO NOT ALLOW THE ROOT BALL TO DRY OUT. PLANTINGS SHALL BE UNTEED AND PROPER SPACING SHALL BE ALLOTTED FOR AIR CIRCULATION AND TO PREVENT DISEASE, WILTING, AND LEAF LOSS. PLANTS THAT REMAIN UNPLANTED FOR A PERIOD OF TIME GREATER THAN THREE (3) DAYS SHALL BE HELED IN WITH TOPSOIL OR MULCH AND WATERED AS REQUIRED TO PRESERVE ROOT MOISTURE.
- NO PLANT MATERIAL SHALL BE PLANTED IN MUDDY OR FROZEN SOIL.
- PLANTS WITH INJURED ROOTS OR BRANCHES SHALL BE PRUNED PRIOR TO PLANTING UTILIZING CLEAN, SHARP TOOLS. ONLY TO RELOCATE OR ENLARGE PLANTING PITS OR DELETE PLANT MATERIAL FROM THE CONTRACT.
- IF PLANTS ARE PROPOSED WITHIN SIGHT TRIANGLES, TREES SHALL BE LIMBED AND MAINTAINED TO A HEIGHT OF EIGHT FEET (8') ABOVE GRADE, AND SHRUBS, GROUND COVER, PERENNIALS, AND ANNUALS SHALL BE MAINTAINED TO A HEIGHT NOT TO EXCEED TWO FEET (2') ABOVE GRADE UNLESS OTHERWISE NOTED OR SPECIFIED BY THE GOVERNING MUNICIPALITY OR AGENCY.
- INSTALLATION SHALL OCCUR DURING THE FOLLOWING SEASONS:
 - PLANTS (MARCH 15 - DECEMBER 15)
 - LAWNS (MARCH 15 - JUNE 15 OR SEPTEMBER 1 - DECEMBER 1)
- THE FOLLOWING TREES ARE SUSCEPTIBLE TO TRANSPLANT SHOCK AND SHALL NOT BE PLANTED DURING THE FALL SEASON (STARTING SEPTEMBER 15):
 - ABIES CONCOLOR
 - ACER BURGERIANUM
 - ACER FREEMANII
 - ACER GLABRUM
 - ACER SACCHARINUM
 - BETULA VARIETIES
 - CARPINUS VARIETIES
 - CELTIS VARIETIES
 - CERCIDIPHYLLUM VARIETIES
 - CERCIS CANADENSIS
 - CORNUS VARIETIES
 - CRATAEGUS VARIETIES
 - CORNUS VARIETIES
 - CUPRESSOCYPARIS LEYLANDII
 - FAGUS VARIETIES
 - HALESIA VARIETIES
 - ILEX X FOSTERII
 - ILEX NELLIE STEVENS
 - JUNIPERUS VIRGINIANA
 - KOELBUTERIA PANICULATA
 - LICUIDAMBARN VARIETIES
 - LIRIODENDRON VARIETIES
 - MALUS IN LEAF
 - NYSSA SYLVATICA
 - OSTRYA VIRGINIANA
 - PINUS NIGRA
 - PLATANUS VARIETIES
 - POPULUS VARIETIES
 - PRUNUS VARIETIES
 - PYRUS VARIETIES
 - QUERCUS VARIETIES (NOT O. PALUSTRIS)
 - SAULX WEIBER VARIETIES
 - SORBUS VARIETIES
 - TAXODIUM VARIETIES
 - TAXUS B. REPANDENS
 - TILIA TOMENTOSA VARIETIES
 - ULMUS PARVIFOLIA VARIETIES
 - ZELKOVA VARIETIES
- IF A PROPOSED PLANT IS UNAVAILABLE OR ON THE FALL DIGGING HAZARD LIST, AN EQUIVALENT SPECIES OF THE SAME SIZE MAY BE REQUESTED FOR SUBSTITUTION OF THE ORIGINAL PLANT. ALL SUBSTITUTIONS SHALL BE APPROVED BY THE PROJECT LANDSCAPE DESIGNER OR MUNICIPAL OFFICIAL PRIOR TO ORDERING AND INSTALLATION.
- DURING THE COURSE OF CONSTRUCTION/PLANT INSTALLATION, EXCESS AND WASTE MATERIALS SHALL BE CONTINUOUSLY AND PROMPTLY REMOVED AT THE END OF EACH WORK DAY. ALL DEBRIS, MATERIALS, AND TOOLS SHALL BE PROPERLY STORED, STOCKPILED OR DISPOSED OF AND ALL PAVED AREAS SHALL BE CLEANED.
- THE LANDSCAPE CONTRACTOR SHALL DISPOSE OF ALL RUBBISH AND EXCESS SOIL AT HIS EXPENSE TO AN OFF-SITE LOCATION AS APPROVED BY THE LOCAL MUNICIPALITY.
- A 90-DAY MAINTENANCE PERIOD SHALL BEGIN IMMEDIATELY AFTER ALL PLANTS HAVE BEEN SATISFACTORILY INSTALLED.
- MAINTENANCE SHALL INCLUDE, BUT NOT BE LIMITED TO, REPLACING MULCH THAT HAS BEEN DISPLACED BY EROSION OR OTHER MEANS, REPAIRING AND RESHAPING WATER RINGS OR SAUCERS, MAINTAINING STAKES AND GUY'S IF ORIGINALLY REQUIRED, WATERING WHEN NEEDED OR DIRECTED, WEEDING, PRUNING, SPRAYING, FERTILIZING, MOWING THE LAWN, AND PERFORMING ANY OTHER WORK REQUIRED TO KEEP THE PLANTS IN A HEALTHY CONDITION.
- MOW ALL GRASS AREAS AT REGULAR INTERVALS TO KEEP THE GRASS HEIGHT NOT EXCEEDING THREE INCHES (3"). MOWING SHALL BE PERFORMED ONLY WHEN GRASS IS DRY. MOWER BLADE SHALL BE SET TO REMOVE NO MORE THAN ONE THIRD (1/3) OF THE GRASS LENGTH. WHEN THE AMOUNT OF GRASS IS HEAVY, IT SHALL BE REMOVED TO PREVENT DESTRUCTION OF THE UNDERLYING TURF. MOW GRASS AREAS IN SUCH A MANNER AS TO PREVENT CLIPPINGS FROM BLOWING ON PAVED AREAS AND SIDEWALKS. CLEANUP AFTER MOWING SHALL INCLUDE SWEEPING OR BLOWING OF PAVED AREAS AND SIDEWALKS TO CLEAR THEM FROM MOWING DEBRIS.
- GRASS AREAS DAMAGED DURING THE PROCESS OF THE WORK SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR, WHO SHALL RESTORE THE DISTURBED AREAS TO A CONDITION SATISFACTORY TO THE PROJECT LANDSCAPE DESIGNER, MUNICIPAL OFFICIAL, OR OWNER/OWNER'S REPRESENTATIVE. THIS MAY INCLUDE FILLING TO GRADE, FERTILIZING, SEEDING, AND MULCHING.
- SHOULD THE OWNER REQUIRE MAINTENANCE BEYOND THE STANDARD 90-DAY MAINTENANCE PERIOD, A SEPARATE CONTRACT SHALL BE ESTABLISHED.
- LANDSCAPE CONTRACTOR SHALL WATER NEW PLANTINGS FROM TIME OF INSTALL AND THROUGHOUT REQUIRED 90-DAY MAINTENANCE PERIOD UNTIL PLANTS ARE ESTABLISHED. IF ON-SITE WATER IS NOT AVAILABLE AT THE PROJECT LOCATION, THE LANDSCAPE CONTRACTOR SHALL FURNISH IT BY MEANS OR A WATERING TRUCK OR OTHER ACCEPTABLE MANNER.
- THE QUANTITY OF WATER APPLIED AT ONE TIME SHALL BE SUFFICIENT TO PENETRATE THE SOIL TO A MINIMUM OF EIGHT INCHES (8") IN SHRUB BEDS AND SIX INCHES (6") IN TURF AREAS AT A RATE WHICH WILL PREVENT SATURATION OF THE SOIL.
- IF AN AUTOMATIC IRRIGATION SYSTEM HAS BEEN INSTALLED, IT CAN BE USED FOR WATERING PLANT MATERIAL. HOWEVER, FAILURE OF THE SYSTEM DOES NOT ELIMINATE THE LANDSCAPE CONTRACTOR'S RESPONSIBILITY OF PLANT HEALTH AND ESTABLISHMENT.

PLANT MATERIAL GUARANTEE NOTES:

- THE LANDSCAPE CONTRACTOR SHALL GUARANTEE ALL PLANT MATERIAL FOR A PERIOD OF ONE YEAR (1 YR) FROM APPROVAL OF LANDSCAPE INSTALLATION BY THE PROJECT LANDSCAPE DESIGNER, MUNICIPAL OFFICIAL, OR OWNER/OWNER'S REPRESENTATIVE.
- THE LANDSCAPE CONTRACTOR SHALL REMOVE AND REPLACE DYING, DEAD, OR DEFECTIVE PLANT MATERIAL AT HIS EXPENSE. THE LANDSCAPE CONTRACTOR SHALL ALSO BE RESPONSIBLE FOR ANY DAMAGES CAUSED BY HIS COMPANY'S OPERATIONS.
- ALL REPLACEMENT PLANTS SHALL BE OF THE SAME SPECIES AND SIZE AS SPECIFIED ON THE APPROVED OR FINAL PLANT LIST. REPLACEMENTS RESULTING FROM REMOVAL, LOSS, OR DAMAGE DUE TO OCCUPANCY OF THE PROJECT IN ANY PART, VANDALISM, PHYSICAL DAMAGE BY ANIMALS, VEHICLES, ETC., AND LOSSES DUE TO CURTAILMENT OF WATER BY LOCAL OFFICIALS, SETTLERS OR OTHER CAUSES SHALL BE REPAIRED BY THE LANDSCAPE CONTRACTOR AT HIS EXPENSE. REMOVE ALL FENCES, SIGNS, BARRIERS OR OTHER TEMPORARY PROTECTIVE DEVICES ONCE LAWN HAS BEEN ESTABLISHED.
- THE CONTRACTOR SHALL INSTRUCT THE OWNER AS TO THE PROPER CARE AND MAINTENANCE OF ALL PLANTINGS.

LAWN (SEED OR SOD) NOTES:

- SEED MIXTURE SHALL BE FRESH, CLEAN, NEW CROP SEED. SOD SHALL BE STRONGLY ROOTED, UNIFORM IN THICKNESS, AND FREE OF WEEDS, DISEASE, AND PESTS.
- SEED OR SOD SHALL BE PURCHASED FROM A RECOGNIZED DISTRIBUTOR AND SHALL BE COMPOSED OF THE MIX OR BLEND WITHIN THE PROVIDED "SEED SPECIFICATION" OR "SOD SPECIFICATION".
- REFERENCE LANDSCAPE PLAN FOR AREAS TO BE SEED OR LAID WITH SOD.
- SEEDING SHALL NOT BE PERFORMED IN WINDY WEATHER. IF THE SEASON OF THE PROJECT COMPLETION PROHIBITS PERMANENT STABILIZATION, TEMPORARY STABILIZATION SHALL BE PROVIDED IN ACCORDANCE WITH THE "TEMPORARY SEEDING SPECIFICATION".
- PROTECT NEW LAWN AREAS AGAINST TRESPASSING WHILE THE SEED IS GERMINATING. FURNISH AND INSTALL FENCES, SIGNS, BARRIERS OR ANY OTHER NECESSARY TEMPORARY PROTECTIVE DEVICES. DAMAGE RESULTING FROM TRESPASS, EROSION, WINDBLUNT, SETTLEMENT OR OTHER CAUSES SHALL BE REPAIRED BY THE LANDSCAPE CONTRACTOR AT HIS EXPENSE. REMOVE ALL FENCES, SIGNS, BARRIERS OR OTHER TEMPORARY PROTECTIVE DEVICES ONCE LAWN HAS BEEN ESTABLISHED.

FOR SITE PLAN APPROVAL	FOR SITE PLAN APPROVAL	FOR SITE PLAN APPROVAL	FOR SITE PLAN APPROVAL	DESCRIPTION
4	3	2	1	DATE
02/28/2024	03/07/2024	12/08/2023	11/16/2023	ISSUE
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2111 SQUIRREL ROAD

PROPOSED CHICK-FIL-A

STONEFIELD
engineering & design

DETROIT, MI 48226

STATE OF MICHIGAN

J. REID COOKSEY, P.E.
MICHIGAN LICENSE NO. 6201069428
LICENSED PROFESSIONAL ENGINEER

STONEFIELD
engineering & design

SCALE: AS SHOWN PROJECT ID: DET-200290

TITLE: LANDSCAPING DETAILS

DRAWING: C-13



Chick-fil-A

Chick-fil-A
5200 Buffington Road
Atlanta, Georgia
30349-2998

SITE
ADAPT
LOGO
AND
ADDRESS

PROTOTYPICAL SET

NOT FOR
REGULATORY
APPROVAL,
BIDDING, OR
CONSTRUCTION

CHICK-FIL-A
UNIVERSITY & SQUIRREL
2111 SQUIRREL ROAD
AUBURN HILLS, MI

FSR#05513

BUILDING TYPE / SIZE: P14 SE BN
RELEASE: 23.09

PROJECT STATUS

REVISION SCHEDULE
NO. DATE DESCRIPTION

CONSULTANT PROJECT # 2023223.79

DATE 01/03/24

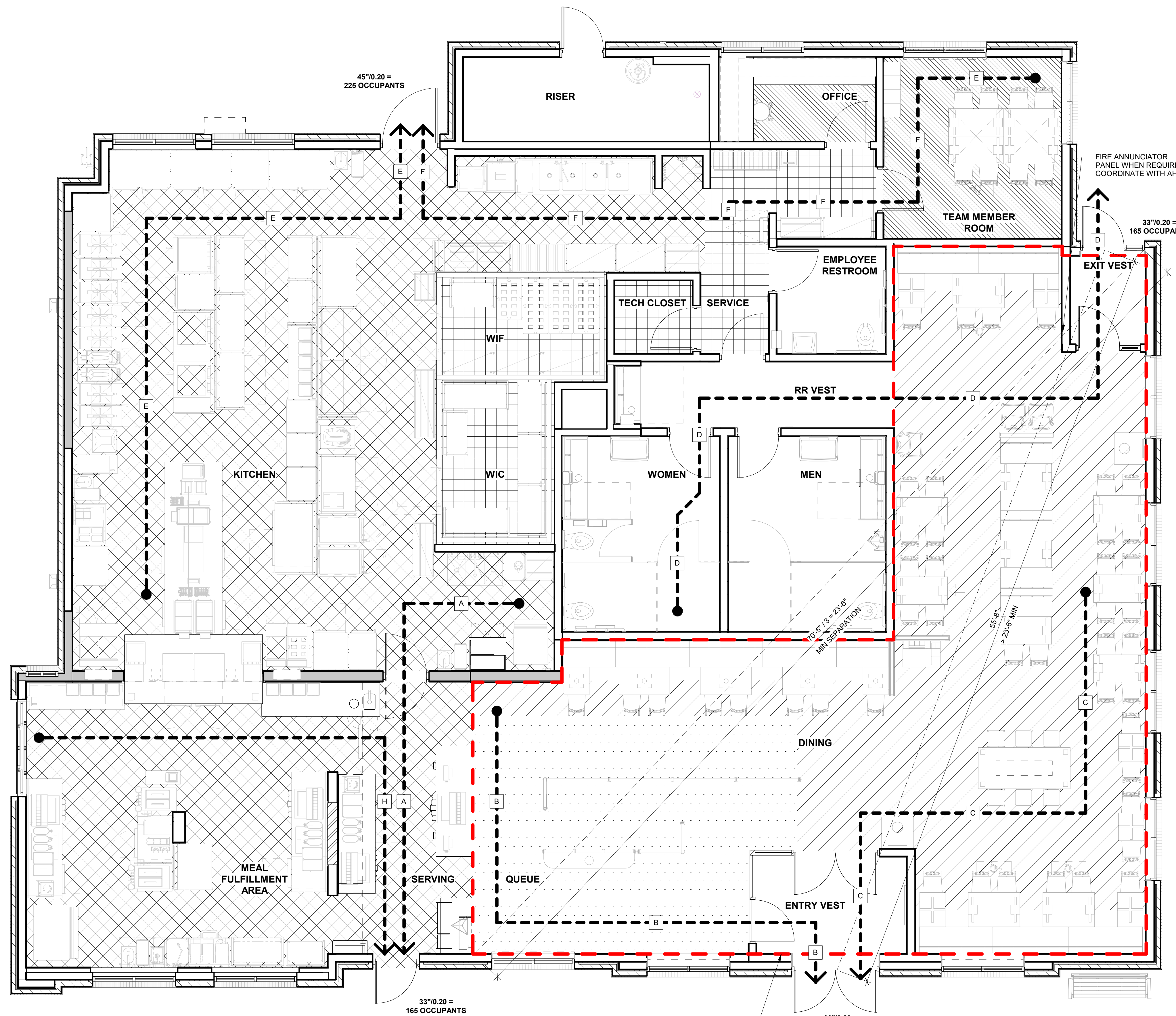
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LIFE SAFETY PLAN

SHEET NUMBER

G-003



FUNCTION OF SPACE

- ASSEMBLY - STANDING
- ASSEMBLY - UNCONCENTRATED
- BUSINESS
- KITCHEN
- STORAGE

--- USABLE SF = 1610 SF

IBC SF = 4852 SF

BOMA GROSS SF = 5196 SF

B4 LIFE SAFETY PLAN
1/4" = 1'-0"

FIRE SPRINKLER

- PROVIDE A SUPERVISED AUTOMATIC FIRE SPRINKLER SYSTEM WHEN REQUIRED BY INTERNATIONAL BUILDING CODE AND/OR LOCAL BUILDING CODE. FIRE SPRINKLER DRAWINGS SHALL BE PREPARED BY FIRE SPRINKLER SUBCONTRACTOR.

APPLICABLE CODES:

- BUILDING: 2015 MICHIGAN BUILDING CODE
- MECHANICAL: 2015 MICHIGAN MECHANICAL CODE
- ELECTRICAL: NATIONAL ELECTRICAL CODE 2017 OF MICHIGAN
- PLUMBING: 2018 MICHIGAN PLUMBING CODE
- ENERGY: 2015 MICHIGAN ENERGY CODE
- ACCESSIBILITY: 2009 ICC A117.1
- FIRE: 2013 NFPA 13, 2015 NFPA 221

FIRE CODE NOTES

- PROVIDE SPRINKLER SYSTEM AS REQUIRED BY LOCAL JURISDICTION AND LOCATE RISER AS INDICATED IN ARCH/PLUMB PLANS.
- PROVIDE HOOD SUPPRESSION SYSTEM AS SHOWN ON MECHANICAL DRAWINGS.
- PROVIDE FIRE ALARM SYSTEM AS REQUIRED BY CODE OR JURISDICTION.
- PROVIDE GLASS TYPES AS SHOWN ON ELEVATIONS, DOOR/WINDOW LEGENDS, AND GLAZING SCHEDULE.
- PROVIDE #10 ABC GENERAL PURPOSE FIRE EXTINGUISHERS THROUGHOUT BUILDING.
- PROVIDE CLASS K FIRE EXTINGUISHERS IN KITCHEN AREAS AS REQUIRED BY CODE.

BUILDING CODE NOTES

- PROVIDE FIREBLOCKING WITHIN CONCEALED SPACES PER LOCAL REQUIREMENTS.
- PROVIDE THERMAL AND SOUND INSULATION WITH FIRE CLASSIFICATIONS AS INDICATED IN SPECS.
- PROVIDE ROOFING MATERIALS WITH FIRE CLASSIFICATIONS AS INDICATED IN SPECS.
- PROVIDE CEILING FINISHES WITH FIRE CLASSIFICATIONS AS INDICATED IN SPECS.
- OCCUPANT LOAD SIGN BY G.C.; PROVIDE 2"x8" BLACK SIGN WITH 1/2" WHITE HELVETICA LETTERS STATING MAXIMUM OCCUPANT LOAD AS INDICATED IN ARCH DRAWINGS.
- CHICK-FIL-A IS REQUIRING SPECIAL INSPECTIONS IN ACCORDANCE WITH CHAPTER 17 OF THE INTERNATIONAL BUILDING CODE.

PLUMBING FIXTURE COUNTS

TOTAL BUILDING OCCUPANT LOAD: 185
LOAD DISTRIBUTION: 50% MALE AND 50% FEMALE

DISTRIBUTION COUNT: 93 MALE AND 93 FEMALE

LAVATORIES REQUIRED (PER CHAPTER 4 IPC AND CHAPTER 29 IBC):
MALE LAVATORIES: 93 / 200 = 1
FEMALE LAVATORIES: 93 / 200 = 1

LAVATORIES PROVIDED:
MALE LAVATORIES: 2
FEMALE LAVATORIES: 2
EMPLOYEE LAVATORIES: 1

WATER CLOSETS REQUIRED (PER CHAPTER 4 IBC AND CHAPTER 29 IBC):
MALE WATER CLOSETS: 93 / 75 = 2
FEMALE WATER CLOSETS: 93 / 75 = 2

WATER CLOSETS PROVIDED:
MALE WATER CLOSETS: 1 WATER CLOSET
1 URINAL
2 WATER CLOSETS
FEMALE WATER CLOSETS: 2 WATER CLOSETS
EMPLOYEE WATER CLOSETS: 1 WATER CLOSET

EGRESS

1. REQUIRED WIDTH OF EGRESS
Occupant Load x 0.15 = 28" REQUIRED

2. WIDTH OF EGRESS PROVIDED

EXIT #1 = 66"
EXIT #2 = 33"
EXIT #3 = 33"
EXIT #4 = 45" (STAFF ONLY)

TOTAL: 177" TOTAL

EGRESS PATH	EGRESS DISTANCE
A	34'
B	43'
C	44'
D	60'
E	61'
F	53'
H	41'

MAX DISTANCE OF TRAVEL (IBC):
250'-0" SPRINKLERED

CODE SUMMARY

- OCCUPANCY: A2
- CONSTRUCTION TYPE: VB
- SPRINKLERED: YES (NFPA 13)
- ALLOWABLE AREA: 6000 SF
ACTUAL AREA: 4852 SF
- ALLOWABLE HEIGHT: 40'-0"
ACTUAL HEIGHT: 20'-4 1/2"
- STORIES: 1

OCCUPANT LOAD (SE)

Name	Area	Load Factor	Occupants
ASSEMBLY - STANDING	379 SF	5 SF	76
ASSEMBLY - UNCONCENTRATED	876 SF	15 SF	59
BUSINESS	240 SF	100 SF	3
KITCHEN	1580 SF	200 SF	10
STORAGE	353 SF	300 SF	2
	3728 SF		150
ASSEMBLY - BOOTH	70 LF	2 LF	35
TOTAL			185

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05-SE-05513-G-003-LIFE SAFETY PLAN



EXTERIOR FINISHES

(BR-A) BRICK VENEER COLOR: RED VELOUR SIZE: MODULAR	(EC-1) PREFINISHED METAL COPING COLOR: MIDNIGHT BRONZE
(BR-B) BRICK VENEER COLOR: WHITEHALL SIZE: MODULAR	(PT-1) EXTERIOR PAINT COLOR: DARK BRONZE FINISH: SEMI-GLOSS
	(ST-1) STOREFRONT COLOR: DARK BRONZE

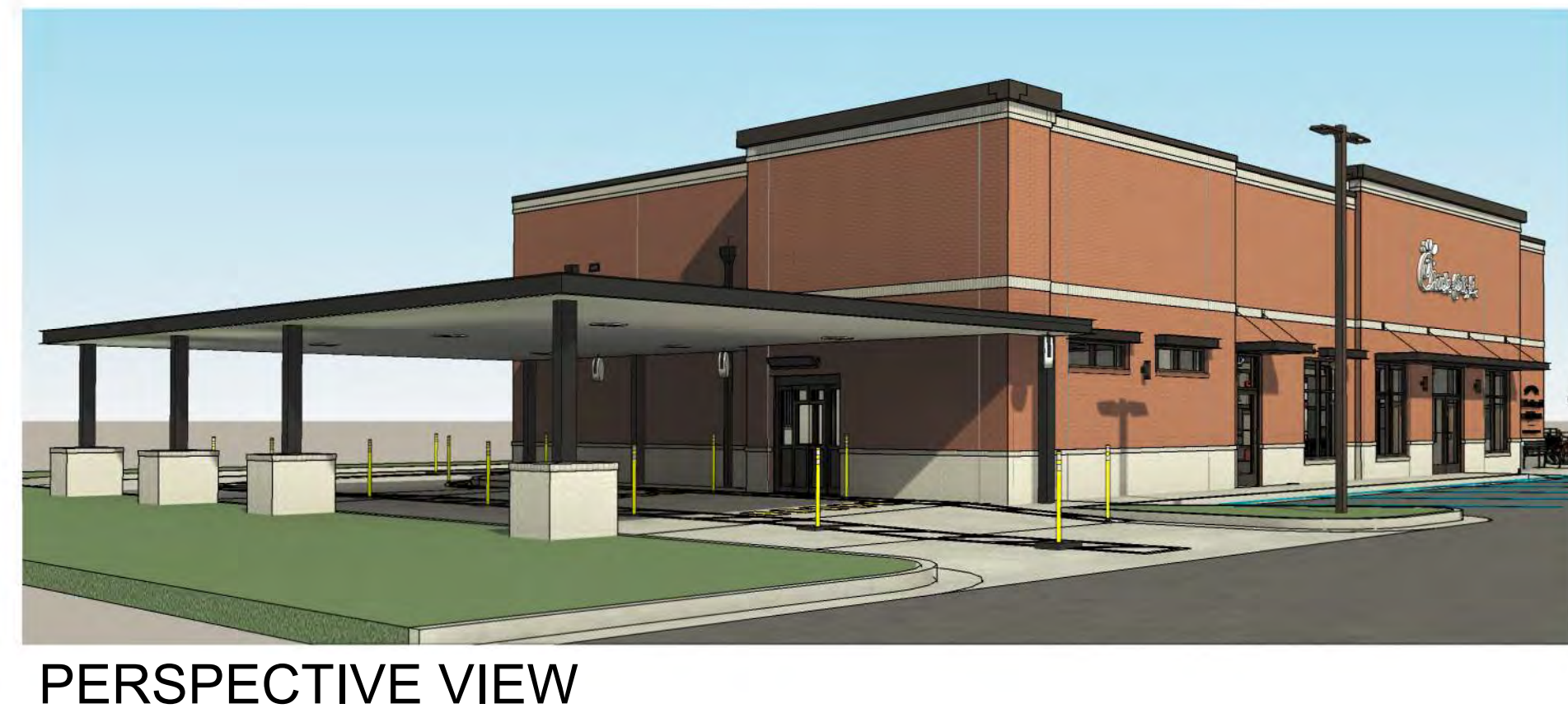
ATTACHED CANOPY SCHEDULE BN

Mark	Description	Count	Overall Width	Overall Depth	Tie Back Mounting (Offset From Top)	Integral Lighting
C1-C	Exterior Canopy	11	8'-4"	1'-0"	0"	No
C4-B	Exterior Canopy	2	5'-4"	4'-0"	2'-4"	Yes
C4-L	Exterior Canopy	1	28'-0"	4'-0"	2'-4"	Yes
C5-A	Exterior Canopy	1	13'-4"	5'-0"	2'-4"	Yes
Grand total		15				



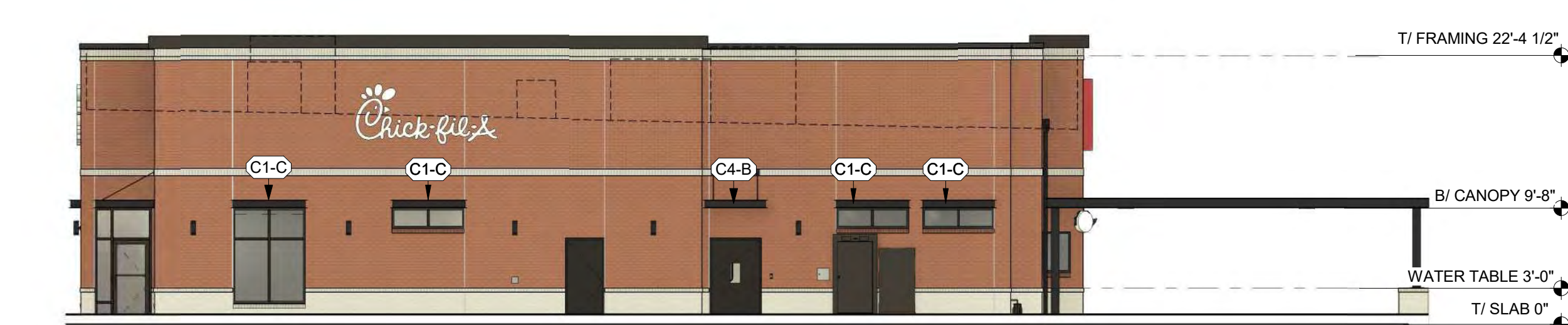
PATIO SEATING SCHEDULE

Mark	Type	Count	Manufacturer	Model	Width	Depth	Height	Material	Finish
1	Patio Chair	24	Benchmark Design Group	WENDOVER CHAIR					
2	Patio Table - 4 Top	3	Benchmark Design Group	TAB3055-3636-AAL-WJUH-BDT	3'-0"	3'-0"	2'-5 1/4"	Aluminum - Dark Bronze	RAL 49/66220 (C34 Bronze One Coat)
3	Patio Table - 4 Top - ADA	3	Benchmark Design Group	TBL3056-3644-AL-UH	3'-8"	3'-0"	2'-5 1/4"	Aluminum - Dark Bronze	RAL 49/66220 (C34 Bronze One Coat)
5	Patio Umbrella	6	Tuuci	OCEAN MASTER PARASOL					
6	Trash Receptacle	2	Benchmark Design Group	CFA-AL-2444	2'-0"	2'-0"	3'-11"	Dark Bronze	RAL 49/66220 (C34 Bronze One Coat)
8	Bike Rack - Surface Mount	2	Belson Outdoors	ORN-2-SF-P	3'-4"	2 3/8"	2'-9"	Steel	Black Powder Coated



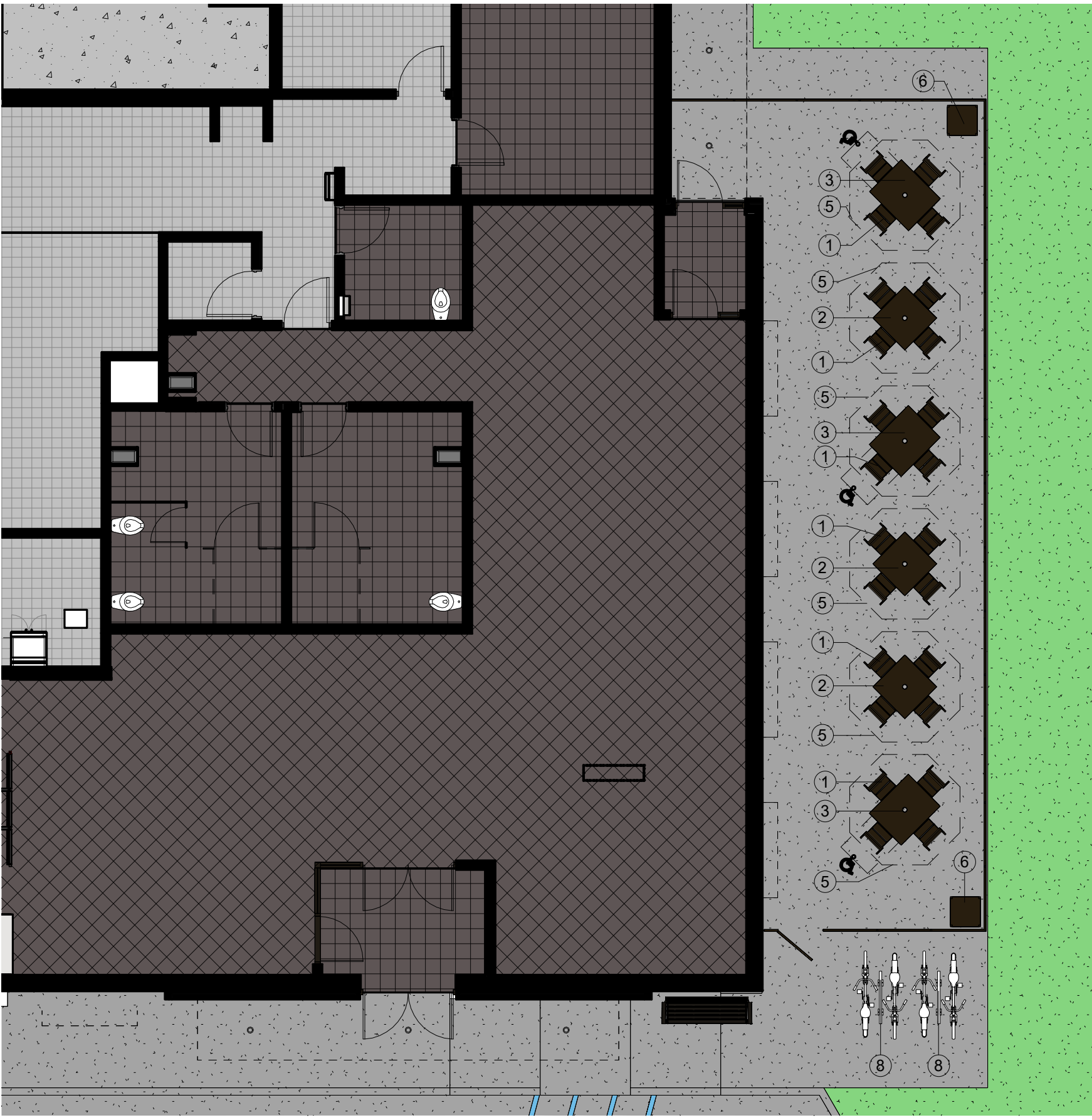
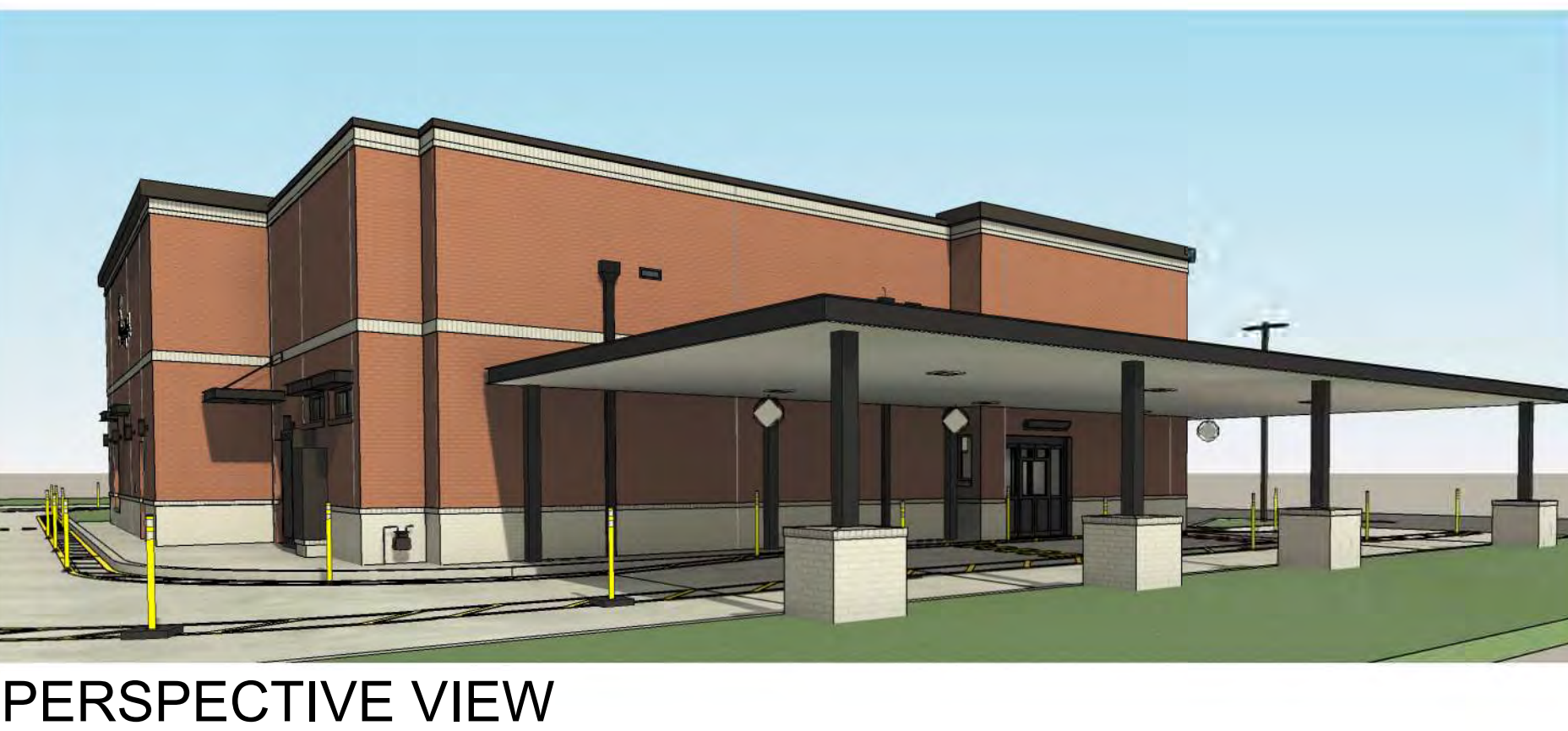
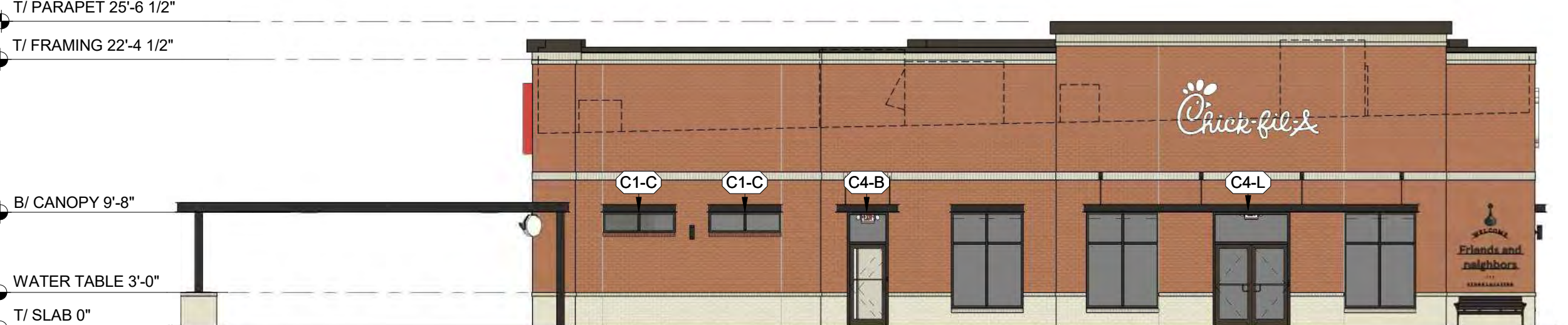
REF. ENCLOSURE FINISHES

(EC-1) PREFINISHED METAL COPING COLOR: MIDNIGHT BRONZE
(BR-A) BRICK VENEER COLOR: RED VELOUR SIZE: MODULAR



OP CANOPY FINISHES

(CP-1) PREFINISHED METAL COLOR: DARK BRONZE
(CP-2) METAL DECKING COLOR: WHITE



BUILDING FOOTPRINT (INSIDE FACE OF FINISH)
4852 SF

CANOPY AREA
1437 SF

ANY MODIFICATIONS TO THE FACADE PLAN (INCLUDING COLOR) MUST BE RESUBMITTED TO THE CITY OF AUBURN HILLS FOR REVISED APPROVAL. THE USE OF NEON, FLAGS, OR ANY OTHER TYPE OF UNAPPROVED SIGNAGE SHALL BE PROHIBITED PER SITE PLAN REVIEW.

PROJECT DATA

Prototype Edition:	SE	Playground	NO
Exterior Finish Type:	TOWER BRICK	Landscaping Type	STANDARD
Wall Framing Type:	METAL STUD	LEED Rating	NOT CERTIFIED
Kitchen Type:	CENTERLINE 3.0	Drive Thru Stack Count:	#
Water Filtration Type:	TYPE A	Drive Thru Number of Approach Lanes:	2
Industrialized Construction:	NO	Drive Thru Number of Ordering Lanes:	2
Number of Parking Spaces:	#	Drive Thru Number of Fulfillment Lanes:	2
Number of Accessible Parking Spaces:	#	Drive Thru Dedicated Bypass Lane:	NO
Cross Parking:	YES	Drive Thru Door:	YES
Menu Board - Interior:	YES	Canopy Structure:	STEEL
Menu Board - Interior - Count:	4	Canopy Type - Order Point:	DOUBLE
Menu Board - Interior - Type:	DIGITAL	Canopy Type - Meal Delivery:	DOUBLE
Menu Board - Walk-up:	NO	Seat Count - Interior:	78
Menu Board - Walk-up - Count:	0	Seat Count - Exterior:	20
Menu Board - Walk-up - Type:	N/A	Number of Walk-up Windows:	0
Menu Board - Order Point:	YES	Number of Registers:	3
Menu Board - Order Point - Count:	4	Building Area Square Footage:	4852
Menu Board - Order Point - Type:	DIGITAL		
Planned Classification:	MODIFIED MEDIUM		

DESIGN APPROVAL

SUP SD DD CD

NOT APPROVED - REVISE AND RESUBMIT
 APPROVED AS NOTED - REVISE AND RESUBMIT
 APPROVED FOR DESIGN INTENT

INITIAL: _____ DATE: _____

PROJECT NOTES

*Record any personal notes with text, notes, or photographs.



Chick-fil-A

Chick-fil-A
5200 Buffington Road
Atlanta, Georgia
30349-2998

SITE ADAPT LOGO AND ADDRESS

PROTOTYPICAL SET

NOT FOR REGULATORY APPROVAL, BIDDING, OR CONSTRUCTION

CHICK-FIL-A
UNIVERSITY & SQUIRREL
2111 SQUIRREL ROAD
AUBURN HILLS, MI 48326

FSR#05513
BUILDING TYPE / SIZE: P14 SE BNB
RELEASE: 23-11

ISSUED FOR PERMIT

REVISION SCHEDULE

NO.	DATE	DESCRIPTION

CONSULTANT PROJECT # 202323.79
DATE 04/03/24

DRAWN BY JL
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DESIGN OVERVIEW
SHEET NUMBER
X-900

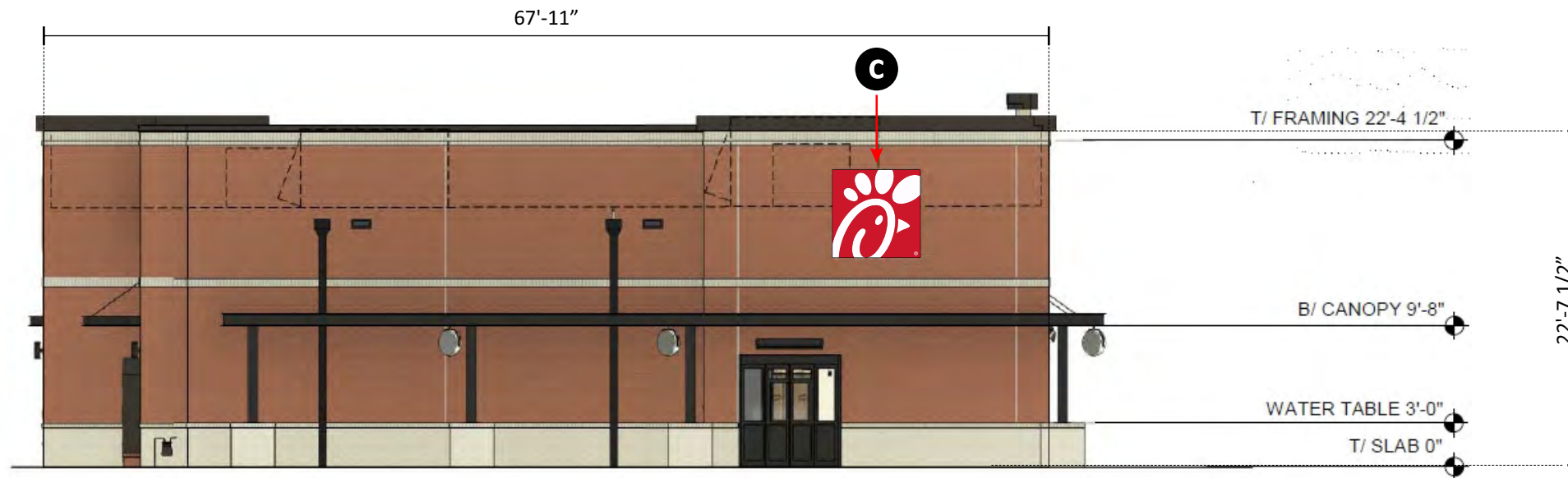


CHICK-FIL-A
UNIVERSITY & SQUIRREL
Auburn Hills, MI



THE COLORS AND MATERIALS SHOWN IN THIS RENDERING ARE CLOSE APPROXIMATIONS AND NOT AN EXACT MATCH. RENDERING IS TO BE CONSIDERED FOR VISUAL DESIGN INTENT ONLY AND NOT FOR CONSTRUCTION.
PRELIMINARY DRAFT NOT FOR CONSTRUCTION, BID, RELIANCE, RECORDING PURPOSES OR IMPLEMENTATION.

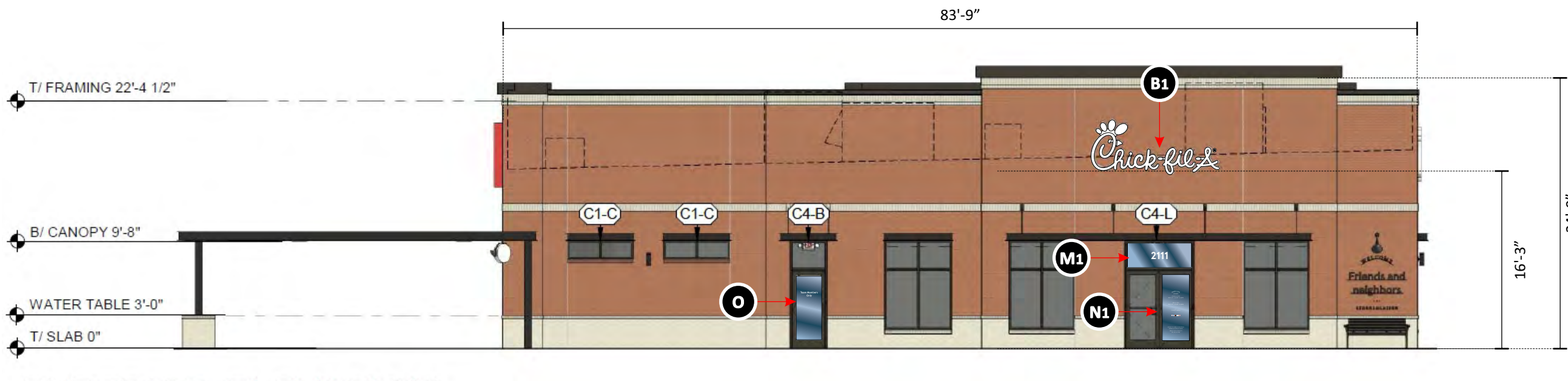




DRIVE THRU ELEVATION

SCALE: 3/32" = 1'-0"

BLDG. SQ. FT. 1545.87



MAIN ENTRY ELEVATION

SCALE: 3/32" = 1'-0"

SIGN: 38 SQ. FT.

BLDG. SQ. FT. 1939.01

PLEASE NOTE: ANY MODIFICATIONS TO THE FACADE PLAN (INCLUDING COLOR) MUST BE RESUBMITTED TO THE CITY OF AUBURN HILLS FOR REVISED APPROVAL. THE USE OF NEON, FLAGS, OR ANY OTHER TYPE OF UNAPPROVED SIGNAGE SHALL BE PROHIBITED PER SITE PLAN REVIEW

Design #	0637328AR5
Sheet	6 of 29
Client	#5513
Address	2111 N SQUIRREL ROAD, AUBURN HILLS, MI
Account Rep.	KRISTEN HAMILTON BRIAN HEAD
Designer	ANGELICA M
Date	10/25/2023
Approval / Date	
Client	
Sales	
Estimating	
Art	
Engineering	
Landlord	

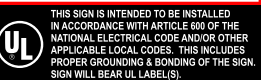
Revision/Date
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R2(01/26/2024)AM: UPDATED ELEVATIONS, REVISED SIGN L TO BE MOUNTED ON BOLLARDS, UPDATED FLAGPOLE SIZE TO 40FT, AND UPDATED MONUMENT TO 6FT
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CORRECTION(02/28/2024)AM: UPDATED BASE FOR SIGN A MONUMENT TO 2FT



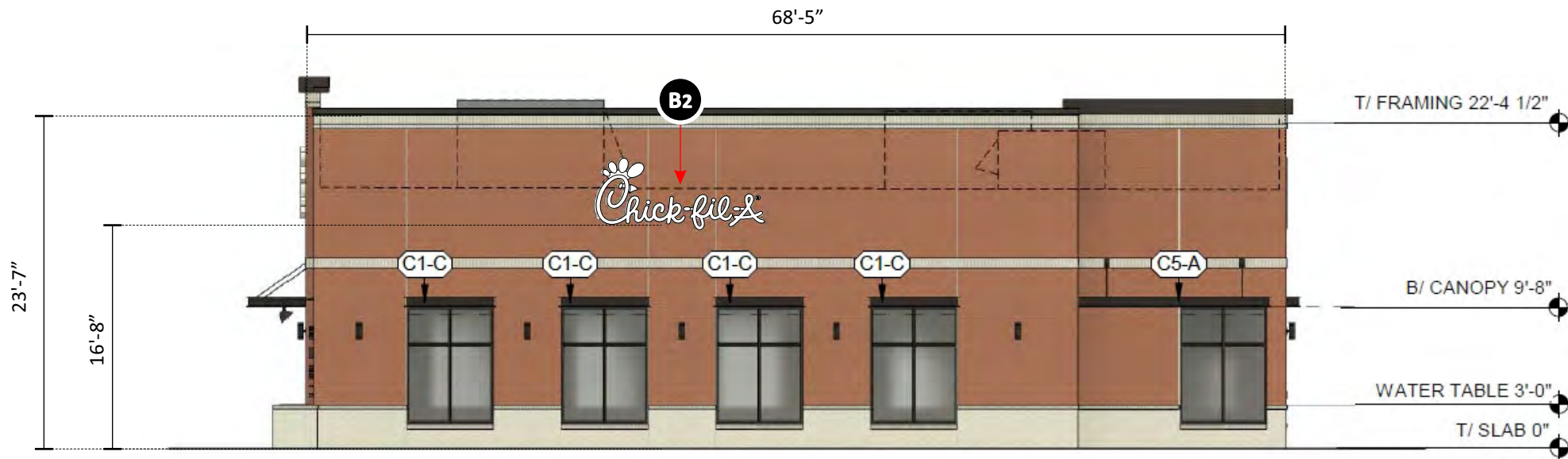
National Headquarters	14201 Sovereign Road #101 Fort Worth, TX 76155 (214)902-2000 Fax (214)902-2044
San Antonio	17319 San Pedro Ave Ste. 200 San Antonio, TX 78232 (210)349-3804 Fax (210)349-8724
Georgia	111 Woodstone Place Dawsonville, GA 30534 (678) 725-8852 Fax (210) 349-8724
South Texas	PO BOX 125 206 Doral Drive Portland, TX 78374 (361) 563-5599 Fax (361) 643-6533

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FINAL ELECTRICAL CONNECTION BY CUSTOMER



ELEVATION

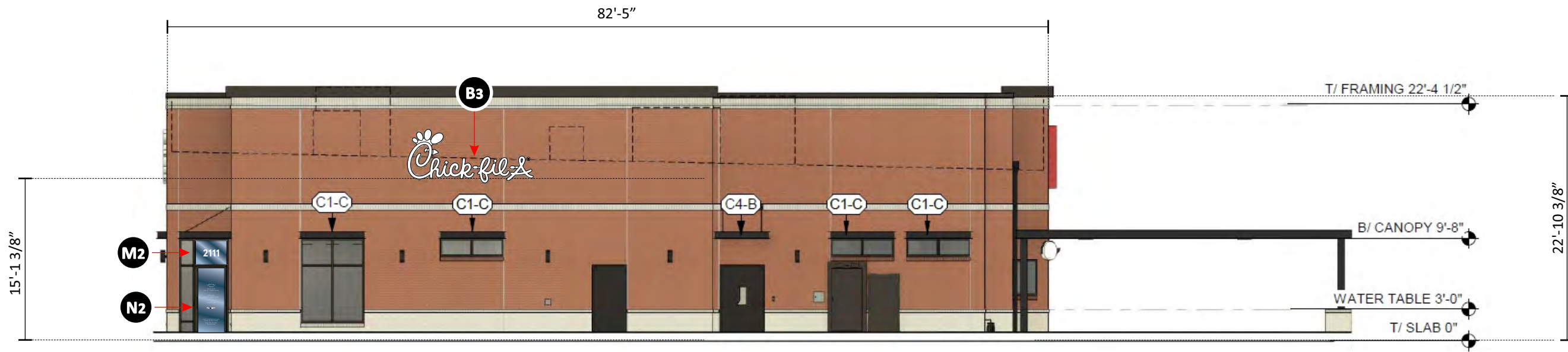


SIDE ELEVATION

SCALE: 3/32" = 1'-0"

SIGN: 38 SQ. FT.

BLDG. SQ. FT. 1594.23



REAR BLDG. ELEVATION

SCALE: 3/32" = 1'-0"

SIGN: 38 SQ. FT.

BLDG. SQ. FT. 1807.07

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Sheet	7 of 29
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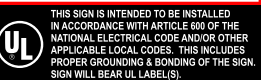
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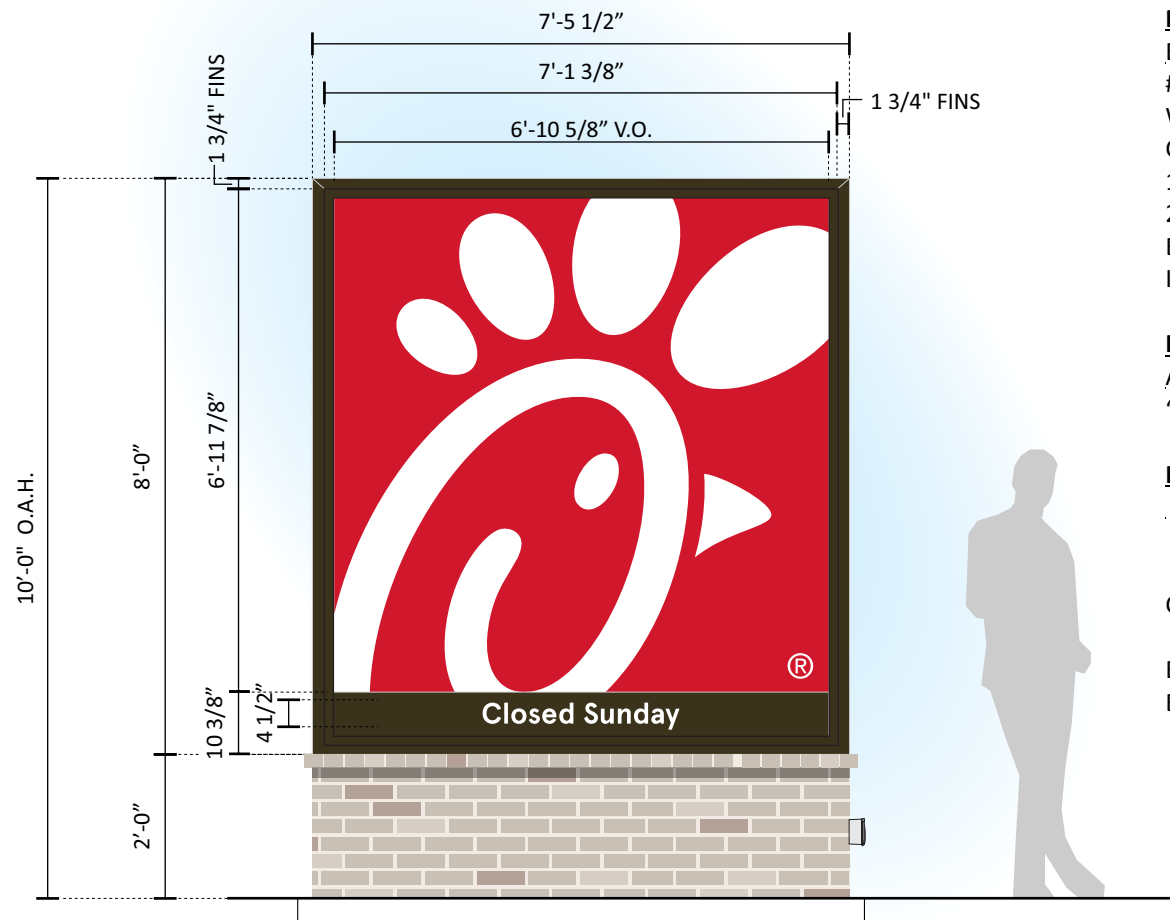
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FINAL ELECTRICAL CONNECTION BY CUSTOMER



ELEVATION



A

D/F MONUMENT SIGN

ONE (1) REQUIRED - MANUFACTURE AND INSTALL

SCALE: 3/8" = 1'-0"

59.69 SQ. FT.

SPECS:

MONUMENT IS EXTRUDED ALUMINUM FRAME WITH ALUMINUM TUBE FRAME BASE WITH .080 ALUM. CLADDING. BASE PAINTED MATTHEWS #74155 DARK BRONZE, SEMI-GLOSS.

MAIN ID

EXTRUDED ALUM. CABINET PAINTED MATTHEWS #74155 DARK BRONZE, SEMI- GLOSS. WHITE POLYCARBONATE WITH 3M #3630-53 CARDINAL RED TRANSLUCENT VINYL APPLIED 1ST SURFACE AND WHITE DIFFUSER VINYL APPLIED 2ND SURFACE. 1 1/2" RETAINER PAINTED 74155 DARK BRONZE SEMIGLOSS. CABINET IS INTERNALLY ILLUMINATED WITH 7100K WHITE LEDS.

ROST "CLOSED SUNDAY" PANEL

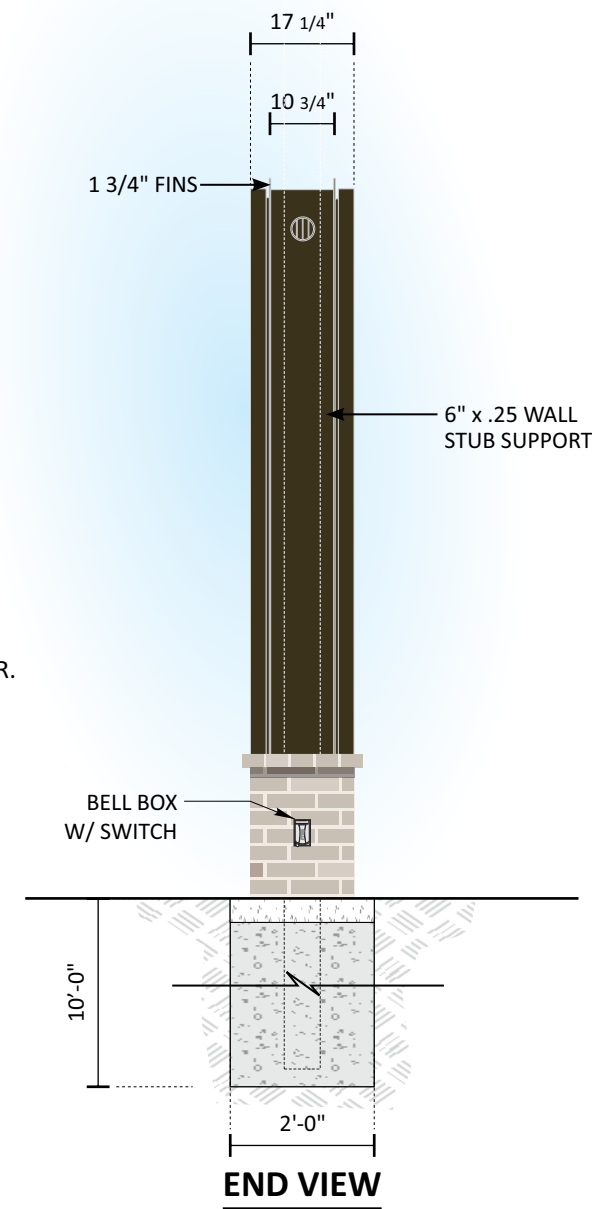
ALUMINUM PANEL WITH ROST COPY READING "CLOSED SUNDAY"

FABRICATED BASE FRAME

1" x 1" x .125" ALUMINUM SQ TUBE WITH 1/2" CEMENT BOARD.

CONCRETE PAD AND BACKER BOARD BY C.S.I.

BRICK MASONRY PROVIDED AND INSTALLED BY CUSTOMER. BRICK TO MATCH THAT OF BUILDING.



END VIEW

Design #	0637328AR5
Sheet	5 of 29
Client	#5513
Address	2111 N SQUIRREL ROAD, AUBURN HILLS, MI
Account Rep.	KRISTEN HAMILTON BRIAN HEAD
Designer	ANGELICA M
Date	10/25/2023
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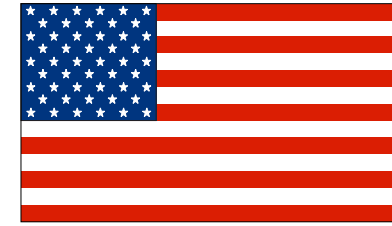
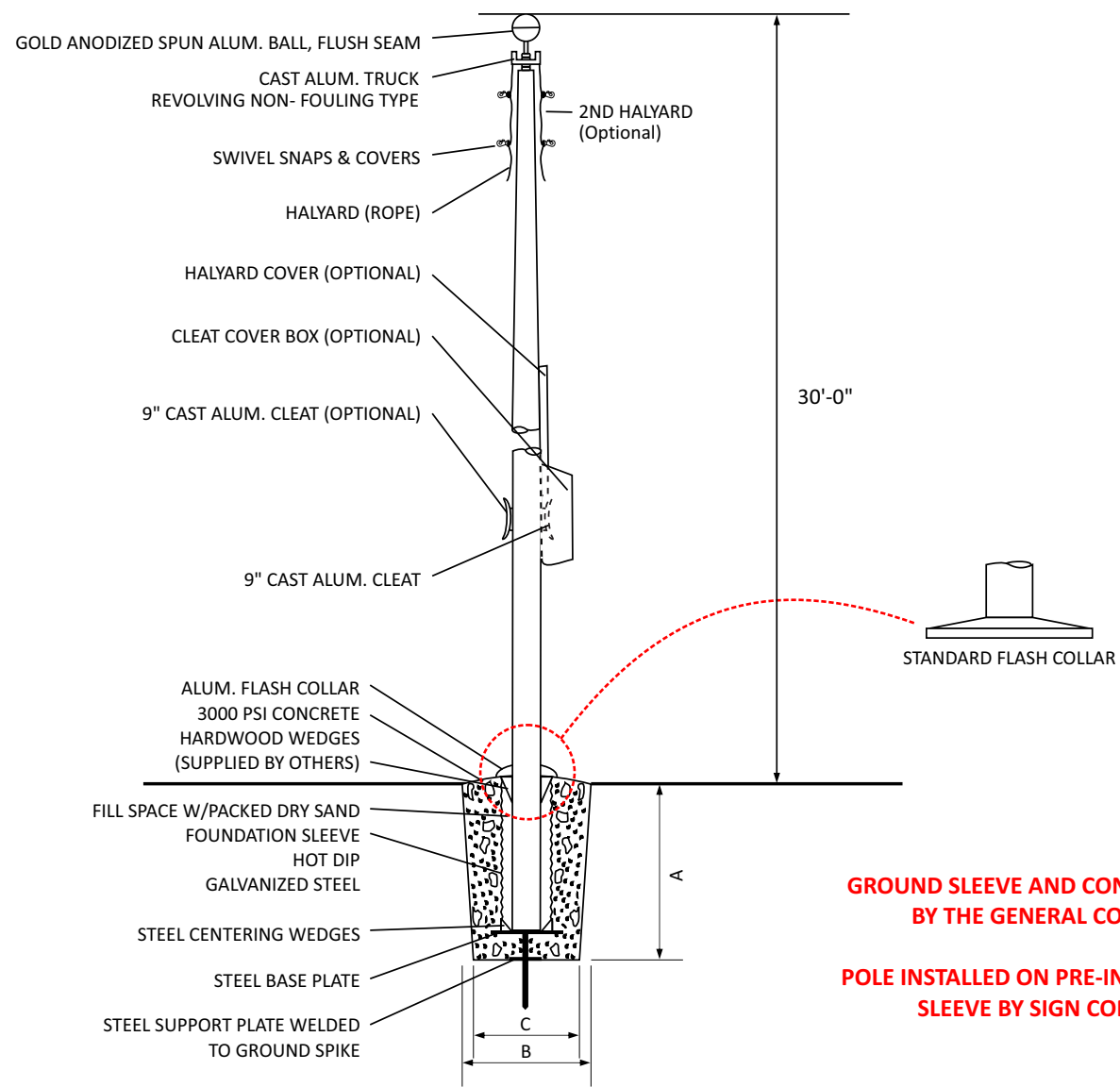
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FINAL ELECTRICAL CONNECTION BY CUSTOMER

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING & BONDING OF THE SIGN. SIGN WILL BEAR UL LABEL(S).



A



FLAG PROVIDED BY CSI

FOUNDATION SIZES

HEIGHT	A	B	C	FLAG SIZE
20'	3'-6"	30"	24"	6'-10'
25'	3'-6"	30"	24"	6'-10'
30'	3'-6"	30"	24"	6'-10'
35'	4'-0"	36"	30"	6'-10'
40'	4'-6"	42"	36"	10'-15'
45'	5'-0"	48"	42"	10'-15'
50'	5'-6"	48"	42"	10'-15'

GROUND SLEEVE AND CONCRETE INSTALLED BY THE GENERAL CONTRACTOR.

POLE INSTALLED ON PRE-INSTALLED GROUND SLEEVE BY SIGN CONTRACTOR.

F CFA - FLAG 30 N.T.S.

ONE (1) REQUIRED - PROVIDE AND INSTALL

Design #	
0637328AR5	
Sheet	19 of 29
Client	
#5513	
Address	
2111 N SQUIRREL ROAD, AUBURN HILLS, MI	
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Designer	ANGELICA M
Date	10/25/2023
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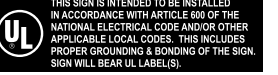
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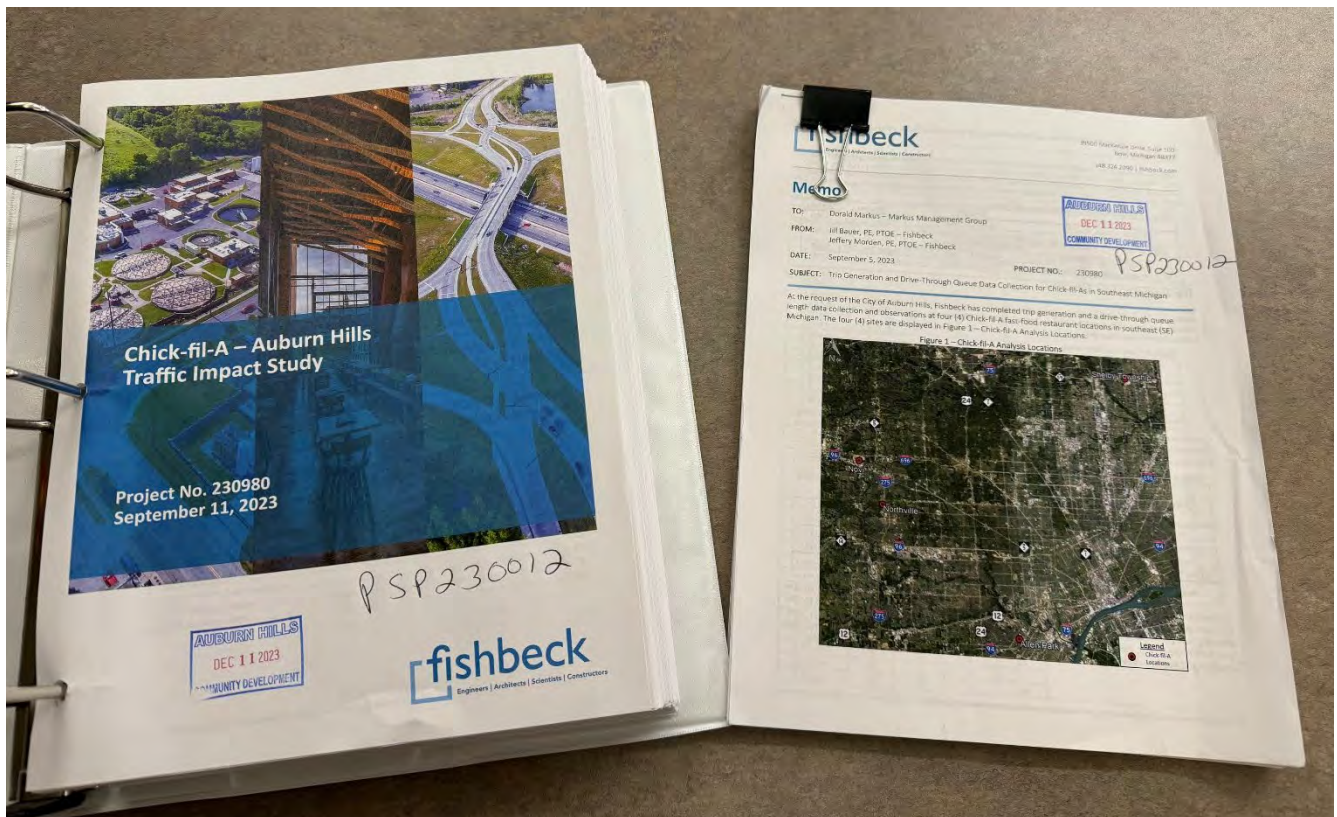
FINAL ELECTRICAL CONNECTION BY CUSTOMER



F

Traffic Study for Chick-fil-A

Note: The developer has submitted an extensive traffic study to the City for the proposed Chick-fil-A drive-thru restaurant, which OHM Advisors have reviewed and found acceptable. The extensive study is on file with the Community Development Department.



Provided in the packet are the following:

1. Executive Summary of the Traffic Study (2 pages)
2. Trip Generation and Drive-Through Queue Data Collection for Chick-fil-A's in Southeast Michigan (4 pages)

Executive Summary

Fishbeck has completed a traffic impact study (TIS) related to the development of a proposed fast-food restaurant with drive-through window located along the west side of Squirrel Road between Walton Boulevard and University Drive in the City of Auburn Hills (City), Oakland County, Michigan. The site was formerly a Macaroni Grill restaurant, which has been torn down, and the property is currently vacant. The proposed fast-food restaurant with drive-through window is a Chick-fil-A. The development will be completed and assumed to be open and fully operational in 2024.

Access to the property is proposed via two existing driveways along the south edge of the property. There are additional driveways proposed on the west edge of the property (one driveway), which is in line with the start of the drive-through stacking lanes, and on the north edge of the property (one driveway).

This study was conducted according to the methodologies and guidance published by Institute of Transportation Engineers (ITE), American Association of State Highway and Transportation Officials (AASHTO), Michigan Department of Transportation (MDOT), Road Commission for Oakland County (RCOC), and the city.

Vehicular, pedestrian, and cyclist Turning Movement Counts (TMCs) were collected at the study intersections during the weekday a.m. (7 a.m. to 9 a.m.) peak period on Wednesday, August 16, 2023, mid-day (m.d.) (11 a.m. to 1 p.m.) and p.m. (4 p.m. to 6 p.m.) peak periods on Thursday, May 25, 2023, and Saturday m.d. (11 a.m. to 1 p.m.) peak period on Saturday, May 27, 2023, of the road network.

Due to the proximity to the Oakland University Campus, traffic counts occurring after winter semester ended, and the impacts of COVID-19, historical RCOC Sydney Coordinated Adaptive Traffic System (SCATS) traffic signal traffic data from the Southeast Michigan Council of Governments (SEMCOG) Traffic Count Database System (TCDS) website was reviewed to determine if the traffic count data needed to be adjusted. Based on this review, for the weekday a.m. peak hour, adjustment factors of 1.50 for northbound (NB) Squirrel Road, 1.67 for southbound (SB) Squirrel Road, 1.43 for westbound (WB) University Drive, 1.55 for eastbound (EB) University Drive, and 1.09 for Walton Boulevard were used. For the weekday m.d. peak hour, adjustment factors of 2.94 for WB University Drive, 1.23 for EB University Drive, 1.18 for NB Squirrel Road, and 1.28 for SB Squirrel Road were used. For the weekday p.m. peak hour, an adjustment factor of 3.11 for WB University Drive and 1.14 for EB University Drive were used. For the Saturday m.d. peak hour, adjustment factors of 1.33 for NB Squirrel Road, 1.21 for SB Squirrel Road, 7.51 for WB University Drive, and 1.29 for EB University Drive were used. There was no adjustment factor applied to directions/roadways not listed above.

There is one known project in the site vicinity that would add additional traffic volumes or alter traffic patterns within the study network. The following development was included:

- The Avant at Five Points

Site-generated traffic was forecast using data from trip generation driveway count observations at four Chick-fil-A locations in southeast (SE) Michigan. Existing traffic volumes, site layout, and engineering judgement were used to develop a trip distribution model for the weekday a.m., m.d., and p.m. and Saturday m.d. peak hours for the new traffic that would be generated by the proposed development. A portion of the site-generated trips is anticipated to be “pass-by” in nature, meaning they already exist on the adjacent road network and are interrupted to visit the site. This percentage was based on a similar site from an AECOM study, which includes driveway counts from a Chick-fil-A in South Bend, IN.

Level of Service (LOS) analyses were conducted for existing, background, and total future conditions based on the *Highway Capacity Manual* (HCM) 6th Edition and HCM 2000 methodologies using Synchro traffic analysis software. Synchro network models were also simulated using SimTraffic to evaluate network operations including intersection queueing.

Based on the findings of the HCM operational analyses and site traffic generation, Table 1 – Proposed Improvements has the recommended existing, background, and future improvements to the study intersections to mitigate traffic impacts.

Table 1 – Proposed Improvements

Intersection	Existing	Background	Future
Squirrel Road and North Collector Driveway	-	-	Full width right turn lane
Squirrel Road and Middle Collector/NB to SB crossover 600 ft north of University Drive	-	-	Full width right turn lane
University Drive and South Collector Driveway	-	-	Right turn taper

Feet (ft)

The opinions, findings, and conclusions expressed in this TIS are those of Fishbeck and not necessarily those of the Owner/Applicant, RCOC, or the city.

Prepared By: 
 Jeffrey Morden, PE, PTOE – Fishbeck


 Jill Bauer, PE, PTOE – Fishbeck
 Project Manager

Memo

TO: Doraid Markus – Markus Management Group

FROM: Jill Bauer, PE, PTOE – Fishbeck
Jeffery Morden, PE, PTOE – Fishbeck

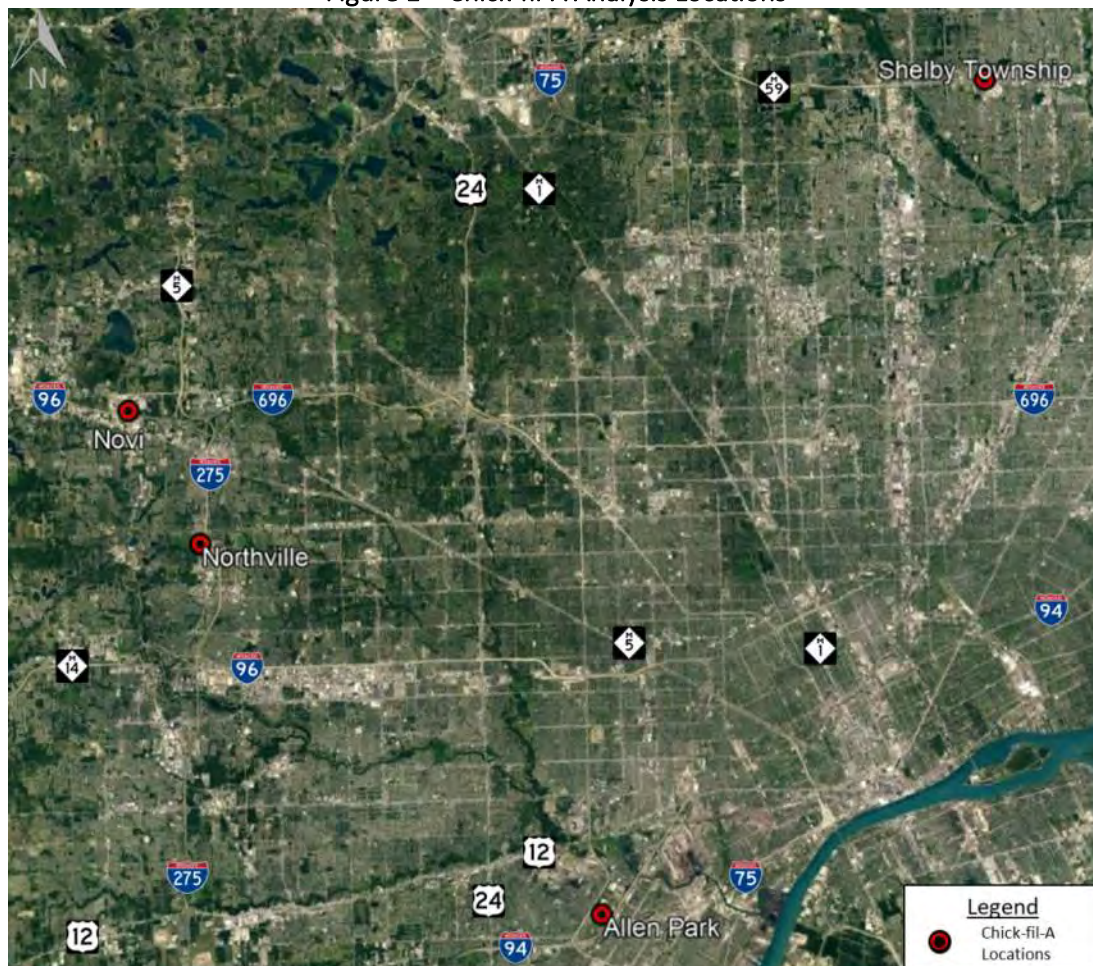
DATE: September 5, 2023

PROJECT NO.: 230980

SUBJECT: Trip Generation and Drive-Through Queue Data Collection for Chick-fil-As in Southeast Michigan

At the request of the City of Auburn Hills, Fishbeck has completed trip generation and a drive-through queue length data collection and observations at four (4) Chick-fil-A fast-food restaurant locations in southeast (SE) Michigan. The four (4) sites are displayed in Figure 1 – Chick-fil-A Analysis Locations.

Figure 1 – Chick-fil-A Analysis Locations



Traffic volume and queue length data were collected at four (4) locations for weekday morning (7:00 to 9:00 a.m.), midday (11:00 a.m. to 1:00 p.m.), afternoon (4:00 to 6:00 p.m.), and Saturday midday (11:00 a.m. to 1:00 p.m.) peak hours. Table 1 – Data Collection Locations, Dates, and Sizes presents the locations, when traffic data were collected, and size of the location in square feet (sft) estimated based on Google Earth imagery.

Table 1 – Data Collection Locations, Dates, and Sizes

Location	Weekday	Saturday	Size (sft)
27750 Novi Road, Novi, MI	August 10, 2023	August 19, 2023	5,300
3355 Fairlane Drive, Allen Park, MI	August 16, 2023 – a.m. and midday August 24, 2023 – p.m. Only	August 12, 2023	4,950
20135 Haggerty Road, Northville, MI	August 16, 2023	August 19, 2023	5,060
13811 Hall Road, Shelby Township, MI	August 22, 2023	August 26, 2023	5,000

Trip Generation Data Collection

Peak hour trip generation data was collected for the weekday morning, midday, afternoon, and Saturday midday peak hours. The number of vehicles entering and exiting the Chick-fil-A driveways were counted in 15-minute intervals throughout the peak hour periods. Table 2 – Locations Peak Hours, presents the peak hours for each location for each peak hour period.

Table 2 – Locations Peak Hours

Location	Weekday			Saturday
	a.m. peak hour	midday peak hour	p.m. peak hour	midday peak hour
Novi	8:00 - 9:00 a.m.	12:00 - 1:00 p.m.	4:45 - 5:45 p.m.	12:00 - 1:00 p.m.
Allen Park	8:00 - 9:00 a.m.	11:45 a.m. - 12:45 p.m.	4:30 - 5:30 p.m.	12:00 - 1:00 p.m.
Northville	8:00 - 9:00 a.m.	11:45 a.m. - 12:45 p.m.	5:00 - 6:00 p.m.	12:00 - 1:00 p.m.
Shelby Township	8:00 - 9:00 a.m.	11:30 a.m. - 12:30 p.m.	4:00 - 5:00 p.m.	12:00 - 1:00 p.m.

For the weekday a.m. and Saturday midday peak hours, the four (4) locations present the same peak hour times. The weekday midday and p.m. peak hours present different peak hours. Table 3 – Trip Generation illustrates the peak hour in, out, and total trips for the four (4) Chick-fil-A locations.

Table 3 – Trip Generation

Location	Weekday									Saturday			Size (sft)
	a.m. peak hour			midday peak hour			p.m. peak hour			midday peak hour			
	In	Out	Total	In	Out	Total	In	Out	Total	In	Out	Total	
Novi	54	49	103	205	176	381	119	124	243	176	151	327	5,300
Allen Park	64	52	116	227	190	417	164	156	320	164	156	320	4,950
Northville	59	55	114	219	207	426	149	135	284	172	165	337	5,060
Shelby Township	69	61	130	218	198	416	187	185	372	223	201	424	5,000
Average	62	54	116	217	193	410	155	150	305	184	168	352	5,078

The average number of total trips for the weekday a.m. peak hour is 116 trips (62 in, 54 out). The average number of total trips for the weekday midday peak hour is 410 trips (217 in, 193 out). The average number of trips for the weekday p.m. peak hour is 305 trips (155 in, 150 out). The average number of trips for the Saturday midday peak hour is 352 trips (184 in, 168 out). Attached to this memorandum is the traffic count data for each of the four (4) locations and figures illustrating the site circulation information and traffic count camera recording locations.

Drive-Through Queue Analysis

A peak hour drive-through queue analysis was conducted for the weekday a.m., midday, p.m., and Saturday midday peak hours. The number of vehicles in the drive-through queues were counted throughout the analysis periods and recorded in ten (10) minute increments. Queue lengths were recorded starting at the drive-through window pick-up area. Table 4 – Queue Results Analysis presents the average, 95th percentile, and maximum queue lengths in vehicles.

Table 4 – Queueing Results

Time	Locations (Queue Lengths [vehicles])							
	Weekday peak hour				Saturday midday peak hour			
	Novi	Allen Park	Northville	Shelby Township	Novi	Allen Park	Northville	Shelby Township
7:00 a.m.	2	3	0	1				
7:10 a.m.	0	3	1	3				
7:20 a.m.	2	3	3	2				
7:30 a.m.	0	2	3	3				
7:40 a.m.	3	1	0	3				
7:50 a.m.	8	7	0	4				
8:00 a.m.	5	5	0	2				
8:10 a.m.	5	6	2	5				
8:20 a.m.	4	3	2	4				
8:30 a.m.	4	2	2	6				
8:40 a.m.	0	2	5	3				
8:50 a.m.	2	4	6	7				
9:00 a.m.	4	5	3	8				
11:00 a.m.	8	5	1	8	5	8	3	10
11:10 a.m.	9	8	7	14	10	15	12	5
11:20 a.m.	6	25	10	10	3	5	10	10
11:30 a.m.	11	15	9	19	5	9	5	7
11:40 a.m.	4	11	20	27	13	9	4	14
11:50 a.m.	4	10	14	40	18	12	7	24
12:00 p.m.	10	16	21	34	18	10	6	27
12:10 p.m.	16	14	22	31	22	9	13	29
12:20 p.m.	19	21	21	30	17	7	5	39
12:30 p.m.	23	18	19	38	16	5	10	44
12:40 p.m.	26	22	11	37	20	6	19	43
12:50 p.m.	24	19	10	22	23	18	18	34
1:00 p.m.	23	19	8	39	28	18	14	39
4:00 p.m.	12	13	3	21				
4:10 p.m.	9	9	5	25				
4:20 p.m.	14	10	6	22				
4:30 p.m.	22	11	4	21				
4:40 p.m.	17	9	9	19				
4:50 p.m.	15	9	6	22				
5:00 p.m.	16	11	5	16				
5:10 p.m.	18	22	10	15				
5:20 p.m.	18	10	12	13				

Table 4 – Queueing Results

Time	Locations (Queue Lengths [vehicles])							
	Weekday peak hour				Saturday midday peak hour			
	Novi	Allen Park	Northville	Shelby Township	Novi	Allen Park	Northville	Shelby Township
5:40 p.m.	10	10	18	20				
5:50 p.m.	9	21	27	19				
6:00 p.m.	11	16	29	22				
Average					12			
95th Percentile					31			
Maximum					44			

Over the four (4) Chick-fil-A locations in SE Michigan, the average, 95th percentile, and maximum queue lengths were 12, 31, and 44 vehicles, respectively. The Shelby Township location presented the longest queueing of the four (4) locations. This location has the highest trip generation among the four (4) locations. Where the maximum queues occur at the Shelby Township location, the queue decreases quickly from 40 to 34 vehicles in ten (10) minutes during the weekday and 44 to 43 to 34 vehicles in 20 minutes during the Saturday midday peak hour. Attached to this memorandum are the queueing observations. Based on 95th percentile queue of the four (4) locations, a Chick-fil-A fast-food restaurant queueing space should ideally be able to accommodate 31 vehicles in the main drive through area without impeding operations of the parking lot.

Attachments

By email

CHECK LIST

PROJECT NAME

Chick-fil-A

(Check all that apply)

- ✓ SITE PLAN
- ✓ SPECIAL LAND USE
- ✓ TREE REMOVAL PERMIT
- REZONING
- PUD

The following items have not been included in your packet of information since they are either common non-controversial items or the recommendations have been noted in the project's cover letter.

Public Notice
Fire Department Approval Letter
Woodland Consultant Approval Letter
Citizen's Participation Letter and Report
Full Traffic Study
Past Minutes

However, if you wish to see a copy of the above documents, they are on file in the Community Development Department.



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 9B & 9C
COMMUNITY DEVELOPMENT

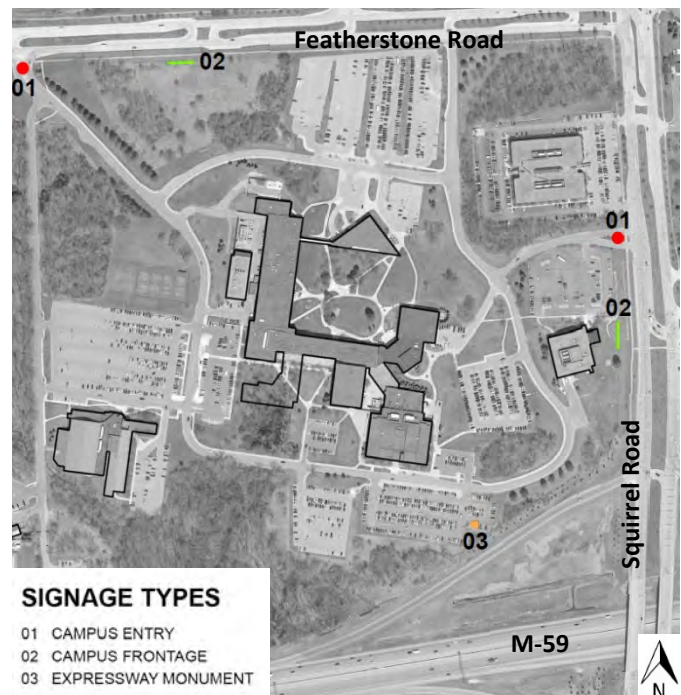
To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Steven J. Cohen, AICP, Director of Community Development
Submitted: March 11, 2024
Subject: **PART ONE:** Motion - Approve the text amendment to amend Article XII. T&R, Technology and Research Districts of the Zoning Ordinance
PART TWO: Motion - Approve the Special Land Use Permit to construct two campus identification entry signs with LED changeable copy, two campus identification roadway wall signs, and one campus identification monument-style sign / Oakland Community College

INTRODUCTION

This is a request from Oakland Community College (OCC) for Special Land Use Permit approval to install five new identification signs at its Auburn Hills campus at 2900 Featherstone Road. The property is zoned T&R, Technology and Research District.

City staff has also drafted a text amendment to the Zoning Ordinance to be considered concurrently with this Special Land Use Permit application, which would facilitate the signs proposed by OCC.

It is noted that these five signs are part of a larger campus sign improvement project that includes several other new signs that do not require City Council approval. These other signs will be handled administratively via separate sign permits through the Community Development Department.



Map showing the locations of the proposed signs that require Special Land Use Permit approval

TEXT AMENDMENT TO THE ZONING ORDINANCE TO FACILITATE NEW SIGNS

The attached text amendment to Article XII. T&R, Technology and Research Districts of the Zoning Ordinance has been drafted to incorporate ordinance language that would allow more prominent sized identification signs to be installed at *“Colleges, universities, and other such institutions of higher learning, both public and private, provided the property is located on the land bounded by M-59 and Featherstone Road, between I-75 and Squirrel Road.”*

TEXT AMENDMENT TO THE ZONING ORDINANCE TO FACILITATE NEW SIGNS (cont.)

Consideration for creating the new standards for this land use in the T&R District was to allow the type and size of the signs proposed by OCC via a Special Land Use Permit. Staff believe the proposed signs would be in character and scale with OCC's campus. In this case, the proposed ordinance amendment would allow more prominent identification signs on the OCC property, which staff finds would be appropriate and not cause an adverse visual or aesthetic effect on the surrounding area.

After consulting with City Attorney Derk Beckerleg, it was recommended that the City amend the Zoning Ordinance instead of having OCC apply to the Zoning Board of Appeals for variances or seek PUD approval from the City Council to facilitate the implementation of its proposal. This method of project implementation via a text amendment is consistent with how the City handled the eight, 50-foot-tall freestanding tenant identification "stylon" signs along the north side of Great Lakes Crossing Outlets, adjacent to I-75 in 2010 due to the unique nature of that facility. The mall's sign proposal was accomplished by revising the standards for large shopping centers in the B-2, General Business District.

OVERVIEW OF OCC'S SIGN PROPOSAL

The signs proposed for the OCC - Auburn Hills campus have been developed as a brand standard to be installed across all OCC campuses. The OCC - Orchard Ridge campus in Farmington Hills was the first to receive these signs. Installed in 2021, each sign was developed at the Orchard Ridge campus to match the scale of the campus and its associated buildings. The same exercise was conducted at the Auburn Hills campus. An important distinction for these unique signs is that each OCC campus is large and has thousands more feet of street frontage than a standard building site. Lastly, OCC's leadership aims to bring more attention to the OCC campuses as a community amenity. With the size of OCC campuses and speed limits on the main roads surrounding them, architectural professionals designed the more prominent size signs for each campus in a tasteful way to ensure visibility and readability for motorists.

SIGNAGE TYPE #1 – LED Automatic Changeable Copy Signs

(01- Campus Entry) - Located at the Featherstone Road and Squirrel Road campus entrances



Rendering of the LED changeable copy sign proposed at the Squirrel Road entrance

These two new LED signs will replace the three existing digital signs approved by the City Council and installed 24 years ago. The text amendment proposes to 1) allow the new signs to be up to 12 feet in height instead of 10 feet; 2) allow the new signs to be up to 20 feet in width instead of 12 feet; 3) permit the LED changeable copy portion of the signs to be 80 square feet in size instead of 60 square feet; and 4) allow the signs to be setback one (1) foot from the right-of-way line. All the other general standards for automatic changeable copy signs listed in Section 1811 would apply to these signs, such as sign brightness and resolution, message copy interval (no less than 15 seconds), movement restriction (static image), and hours of operation (6:00 a.m. to 10 p.m.), and participation in public emergency and Amber alerts.

OCC SIGN PROPOSAL (cont.)

SIGNAGE TYPE #1 – LED Automatic Changeable Copy Signs (cont.)

(01- Campus Entry) - Located at the Featherstone Road and Squirrel Road campus entrances

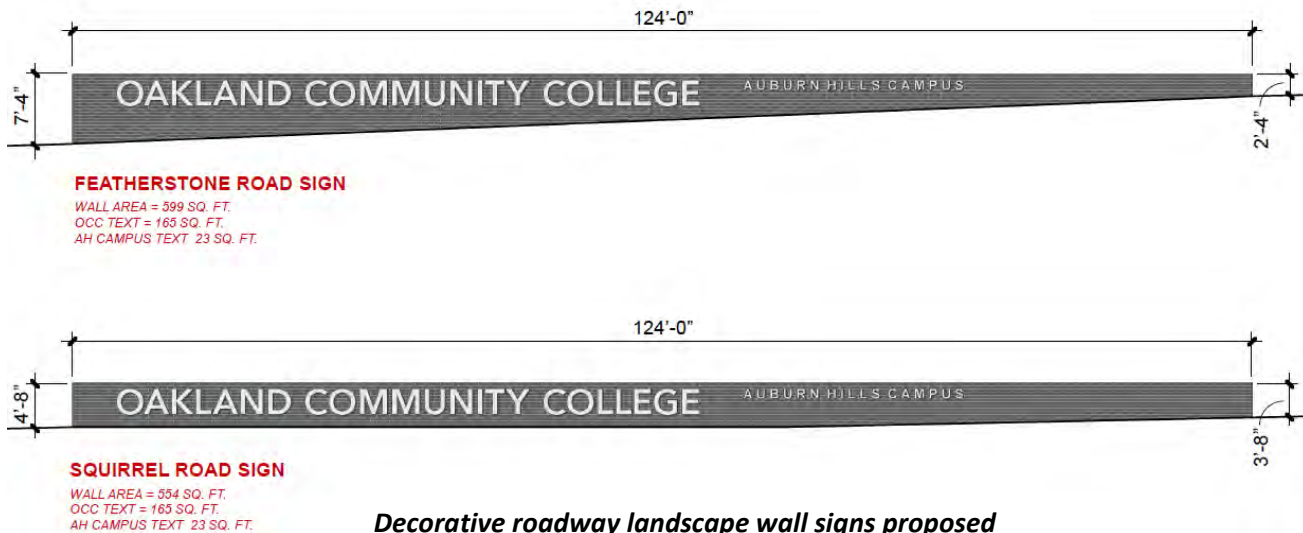


LED changeable copy sign proposed locations, photo of OCC – Orchard Ridge sign, and associated sign dimensions

SIGNAGE TYPE #2 – Decorative Roadway Landscape Wall Signs

(02- Campus Frontage) - Located along Featherstone Road and Squirrel Road

These proposed signs resemble, in concept, those installed by Oakland University along its campus frontage. They are intended to assist with the OCC's campus's branding and create a sense of place.



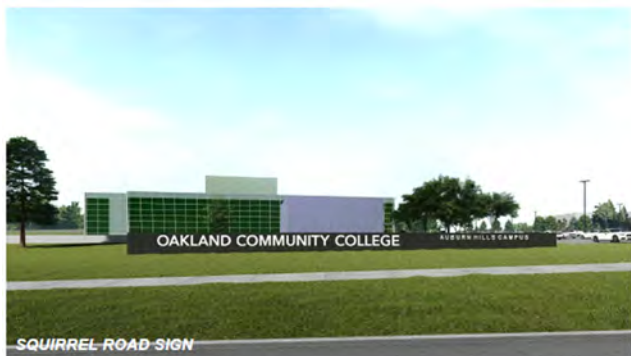
Decorative roadway landscape wall signs proposed

OCC SIGN PROPOSAL (cont.)

SIGNAGE TYPE #2 – Decorative Roadway Landscape Wall Signs (cont.)

(02- Campus Frontage) - Located along Featherstone Road and Squirrel Road

Per the staff's request, OCC will plant three additional trees south of the Squirrel Road wall, along the property line, to help improve the area's aesthetics and replace the one tree that will be removed to accommodate the N. Squirrel Road wall sign. Before construction, the minor tree removal activity will be handled via an administrative tree removal permit per the Woodlands Preservation Ordinance.



Decorative roadway landscape wall signs - proposed locations and renderings

SIGNAGE TYPE #3 – Tall Monument “Stylon” Sign

(03- Expressway Monument) - Located along M-59



Rendering of the tall monument sign proposed along M-59 – Westbound View

OCC SIGN PROPOSAL (cont.)

SIGNAGE TYPE #3 – Tall Monument “Stylon” Sign (cont.)

(03- Expressway Monument) - Located along M-59

OCC proposes a tall monument sign adjacent to M-59. At 62’ 5” feet in height, the proposed sign will be 12’ 5” taller than the “stylon” signs installed at Great Lakes Crossing Outlets. The proposed text amendment will allow the sign to be up to 65 feet tall instead of 20 feet. As a reference, the same tall monument sign was installed at the OCC - Orchard Ridge campus in Farmington Hills along I-696. The sign is envisioned as a sculptural element to beautify and complement the campus while creating awareness for motorists driving along M-59 of OCC’s presence in the community. The sign will be tastefully illuminated during nighttime hours, similar to OCC’s sign along I-696 (see image below).



Tall monument “stylon” sign proposed northwest of the M-59/N. Squirrel Road interchange



Similar sign installed along I-696 in Farmington Hills

PART ONE: STAFF RECOMMENDATION FOR THE TEXT AMENDMENT

Staff recommends approval. The proposed text amendment has been reviewed and found acceptable from a legal standpoint by City Attorney Beckerleg.

PART TWO: STAFF RECOMMENDATION FOR THE SPECIAL LAND USE PERMIT

Staff recommends Conditional Approval of the Special Land Use Permit request and offers the following discretionary findings of fact:

1. The location of the use will not negatively impact adjacent areas, which are zoned non-residential.
2. The land will be used in accordance with its immediate character, which is planned and zoned for non-residential development.
3. The requirements of Section 1818 in the City's Zoning Ordinance will be met.
4. The use will promote the purpose and intent of the City's Zoning Ordinance.
5. The use will be consistent with the health, safety, and general welfare of the City of Auburn Hills, and the purpose and intent of the City's Zoning Ordinance.
6. The intent of Section 1811 and 1201, Item 13 (as amended) of the City's Zoning Ordinance will be met.

Conditions:

1. The Special Land Use Permit for the new signs shall be subject to the City Council's approval of the text amendment to amend Article XII. T&R, Technology and Research Districts of the Zoning Ordinance.
2. The Special Land Use Permit for the five new signs shall be subject to separate sign permits being pulled for each sign proposed. An administrative tree removal permit shall be required for the one tree proposed to be removed in the location of the decorative roadway landscape wall along N. Squirrel Road, which will be addressed when the sign permit is pulled.
3. If requested by the City, OCC shall provide a hold harmless / indemnification agreement to the City for the two signs along Squirrel Road, which are setback one (1) foot from the right-of-way line.
4. The three existing electronic changeable copy signs installed in 2000 along the campus's road frontage shall be removed as part of this Special Land Use Permit application.

PLANNING COMMISSION RECOMMENDATION

Recommended Approval of both the text amendment to the T&R District (7-1 vote) and Special Land Use Permit (7-1 vote) on March 6, 2024.

MOTIONS

PART ONE: Move to accept the Planning Commission's recommendation and approve the enclosed text amendment to amend Article XII. T&R, Technology and Research Districts of the Zoning Ordinance. It shall be referenced as Ordinance No. 24-938.

PART TWO: Move to accept the Planning Commission's recommendation and approve the Special Land Use Permit for Oakland Community College to construct two campus identification entry signs with LED changeable copy, two campus identification roadway wall signs, and one campus identification monument-style sign subject to the representations made by Oakland Community College and its representatives, packet materials, and conditions of Mr. Cohen's staff report.

I CONCUR:

Thomas A. Tanghe

THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS
PLANNING COMMISSION
MINUTES

NOT YET APPROVED - EXCERPT

March 6, 2024

CALL TO ORDER: Chairperson Ouellette called the meeting to order at 7:00 p.m.

ROLL CALL: Present: **Carolyn Shearer, Sam Beidoun, Dominick Tringali, Jack Ferguson, Ray Saelens, Cynthia Pavlich, Chauncey Hitchcock, Greg Ouellette**
Absent: Laura Ochs
Also Present: Director of Community Development Steve Cohen, Assistant to the Director of Community Development Devin Lang, City Engineer Tim Juidici (OHM), City Engineer Hannah Driesenga (OHM)
Guests: 23

LOCATION: Council Chambers, 1827 N. Squirrel Road, Auburn Hills, MI 48326

5. PETITIONERS

5b & c. Text Amendment to the Zoning Ordinance and Oakland Community College (7:43 p.m.)

PART ONE - Public Hearing/Motion – Recommendation to City Council for approval of a text amendment to amend Article XII. T&R, Technology and Research Districts of the Zoning Ordinance.

PART TWO - Public Hearing/Motion – Recommendation to City Council for Special Land Use Permit approval to construct two campus identification entry signs with LEG changeable copy, two campus identification roadway wall signs, and one campus identification monument-style sign.

Mr. Cohen explained that this is a request from Oakland Community College (OCC) for Special Land Use Permit approval to install five new identification signs at its Auburn Hills campus at 2900 Featherstone Road. The property is zoned T&R, Technology and Research District. Staff has also drafted a text amendment to the Zoning Ordinance to be considered concurrently with this Special Land Use Permit application, which would facilitate the signs proposed by OCC.

The text amendment has been drafted to incorporate ordinance language that would allow more prominent-sized identification signs to be installed at “*Colleges, universities, and other such institutions of high learning, both public and private, provided the property is located on the land bounded by M-59 and Featherstone Road, between I-75 and Squirrel Road.*”

The signs have been developed as a brand standard for all OCC campuses. Two LED automatic changeable copy signs will replace the three existing digital signs along Featherstone Road and Squirrel Road campus entrances. Two decorative roadway landscape wall signs will be located along Featherstone Road and Squirrel Road, and a tall monument “Stylon” sign will be located along M-59. This monument sign will be 62’ 5” in height. It will be designed as a sculptural element to beautify and complement the campus and create awareness for motorists driving along M-59 of OCC’s presence in the community.

Chris Schneider, Barton Malow, 1274 Liberty Street, Detroit, MI, Mark Reaves, Integrated Design Solutions, 1441 W. Long Lake Road, Troy, MI, and Bob Kelly, OCC Executive Director of Facility Operations, presented the proposal and were available to answer any questions the Commission had.

The Commission asked about the following:

1. The design of the monument sign;
2. The distance of the monument sign from M-59;
3. Illumination of the monument sign;
4. Sight intrusion of the monument sign for the surrounding residents;
5. Hours of illumination of the monument sign and
6. The use of the changeable copy signs for Amber Alerts and weather warnings.

Mr. Reaves explained that the design of the M-59 monument sign is intended to lend a more sculptural element to the sign. It is designed to be more like a work of art and will be consistent across all OCC campuses.

Mr. Reaves stated that the monument will be approximately 55' from the property line and several hundred feet from M-59. The light will shine up at the monument sign in a narrow beam that will only light the sign itself, similar to OCC's I-696 sign in Farmington Hills.

Mr. Cohen explained that one resident had expressed concern with the height of the monument sign. Mr. Reaves explained that the resident was satisfied after OCC's team created a cross-section diagram showing that two stands of trees surrounding it would block the sign and would not be seen from the resident's 2nd-floor window, nor can it be seen over the roof of the neighboring residence.

Mr. Reaves stated that it is planned that the monument sign will remain lit during nighttime hours but could be scheduled to shut off at a particular time if it is found to be inappropriate. Mr. Kelly also stated that the changeable copy signs will be used only for OCC information and follow all the City's regulations outlined by Mr. Cohen.

PUBLIC HEARING – PART ONE

Mr. Ouellette opened the public hearing at 7:54 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:54 p.m.

PART ONE:

Moved by Beidoun to recommend to City Council approval of the enclosed text amendment to amend Article XII. T&R, Technology and Research Districts of the Zoning Ordinance.

Second by Ferguson.

VOTE: Yes: Beidoun, Ferguson, Pavlich, Shearer, Tringali, Hitchcock, Ouellette

No: Saelens

Motion Carried (7-1)

PUBLIC HEARING – PART TWO

Mr. Ouellette opened the public hearing at 7:56 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:56 p.m.

PART TWO:

Moved by Beidoun to recommend to City Council approval of the Special Land Use Permit to construct two campus identification entry signs with LED changeable copy, two campus identification roadway wall signs, and one campus identification monument-style sign subject to the representations made by Oakland Community College and its representatives, packet materials, and conditions of Mr. Cohen's staff report.

Second by Hitchcock.

VOTE: Yes: Hitchcock, Tringali, Shearer, Pavlich, Ferguson, Beidoun, Ouellette

No: Saelens

Motion Carried (7-1)

**CITY OF AUBURN HILLS
COUNTY OF OAKLAND
STATE OF MICHIGAN
ORDINANCE NO. 24-938**

TEXT AMENDMENT TO ZONING ORDINANCE

AN ORDINANCE TO AMEND ARTICLE XII. T&R, TECHNOLOGY AND RESEARCH DISTRICTS OF THE AUBURN HILLS ZONING ORDINANCE NO. 372 ADDRESSING ADDITIONAL SIGN REQUIREMENTS FOR COLLEGES, UNIVERSITIES, AND OTHER SUCH INSTITUTIONS OF HIGHER LEARNING

THE CITY OF AUBURN HILLS ORDAINS

Section 1.

Section 1201, Item 13 of Article XII. T&R, Technology and Research Districts, of Auburn Hills Zoning Ordinance No. 372, as amended, is hereby amended and shall read as follows:

13. Colleges, universities, and other such institutions of higher learning, both public and private, provided the property is located on the land bounded by M-59 and Featherstone Road, between I-75 and Squirrel Road. In addition to requirements for signs permitted within Section 1811. Signs, the following additional sign standards shall apply:
 - A. Two (2) automatic changeable copy signs may be permitted and shall be considered as a separate special land use under the purview of Section 1818, provided the following conditions are met:
 1. The sign shall meet the standards of Section 1811.3(C)1 for automatic changeable copy signs, with the following exceptions:
 - a. The sign may be increased in height from ten (10) feet to twelve (12) feet and in width from twelve (12) feet to twenty (20) feet.
 - b. The LED copy area of the sign may be increased from sixty (60) to eighty (80) square feet in size.
 - c. The signs shall be setback a minimum of one (1) foot from the road right-of-way and adjacent property lines.
 - d. The total sign area on each face of the sign shall not exceed two hundred (200) square feet.
 - B. Two (2) signs incorporated in decorative landscape walls may be permitted and shall be considered as a separate special land use under the purview of Section 1818, provided the following conditions are met:
 1. The signs may only be permitted along Squirrel Road and Featherstone Road.
 2. The height of the sign shall not exceed eight (8) feet.
 3. The signs shall be setback a minimum of one (1) foot from the road right-of-way and adjacent property lines.
 4. The total sign area of each sign may not exceed two hundred (200) square feet.

- C. One (1) accessory identification pylon sign may be permitted on the property adjacent to an interstate highway and shall be considered as a separate special land use under the purview of Section 1818, provided the following conditions are met:
 - 1. The height of the sign shall not exceed sixty-five (65) feet.
 - 2. The sign shall be setback a minimum of thirty (30) feet from the road right-of-way and adjacent property lines.
 - 3. The total sign area permitted on each face of the sign shall not exceed two hundred (200) square feet.
- D. The signs described in this subsection A-C may be submitted in a single special land use permit application package or in parts.

Section 2. Repealer.

All Ordinances or parts of Ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. Severability.

If any section, clause, or provision of this Ordinance shall be declared to be unconstitutional, void, illegal, or ineffective by any Court of competent jurisdiction, such section, clause, or provision declared to be unconstitutional, void, or illegal shall thereby cease to be a part of this Ordinance, but the remainder of this Ordinance shall stand and be in full force and effect.

Section 4. Savings.

The proceedings pending and all rights and liabilities existing, acquired, or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law when they were commenced.

Section 5. Effective Date.

The provisions of this Ordinance are hereby ordered to take effect upon publication in the manner prescribed by the Charter of the City of Auburn Hills.

Section 6. Adoption.

This Ordinance is hereby declared to have been adopted by the City Council of the City of Auburn Hills at a meeting thereof duly called and held on the 18th day of March and ordered to be given publication in a manner prescribed by the Charter of the City of Auburn Hills.

AYES:
NAYES:
ABSTENTIONS:

STATE OF MICHIGAN)
) ss.
 COUNTY OF OAKLAND)

I, the undersigned, the duly qualified Clerk of the City of Auburn Hills, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of Ordinance No. 24-938 adopted by the Auburn Hills City Council on the 18th day of March the original of which is in my office.

 LAURA PIERCE, City Clerk

MARKED UP COPY

Removed
Added

ARTICLE XII T&R, TECHNOLOGY AND RESEARCH DISTRICTS

PREAMBLE

The T&R Technology and Research Districts are designed to provide for the coordinated development and complementary research, office, applied technology, and light industrial uses in a planned complex which offers a full range of support facilities and services including hotels, recreation, and multiple family housing.

Technology and Research Districts are to be located and designed to:

1. Create employment and activity focal points which benefit the surrounding community.
2. Provide opportunities for establishing mutually supportive relationships with institutions for higher learning.
3. Afford safe and efficient access to and from nearby highway interchanges.
4. Ensure a high standard of visual and environmental quality by preserving significant open spaces, protecting natural site amenities, and strictly limiting the nuisance impacts sometimes associated with light industrial operations.
5. Create a unified District image through coordinated infrastructure development, site planning, and architectural design.

SECTION 1200. PRINCIPAL USES PERMITTED

In the T&R Technology and Research District no building or land shall be used and no building shall be erected except for one (1) or more of the following specified uses, unless otherwise provided in this Ordinance:

1. Any use charged with the principal function of research, design, and development of pilot or experimental products and processes including research labs, training facilities, and light assembly operations as adjuncts to the principal use. Assembly operations shall be limited to those involving premanufactured finished objects and components and shall include only the incidental fabrication, machining, or forming of metal, plastic, or other materials as part of product development, experimentation, demonstration and repair, or the provision of customized components.
2. Data processing and computing centers, and related services.
3. Single and multi-tenant office buildings. Sales as an adjunct to the principal use are also permitted.
4. Accessory buildings and accessory uses customarily incidental to any of the above principal uses permitted (e.g., child care, food service, and health/workout rooms, and other similar adjunct uses provided within a facility which are intended for sole use of the workers of said facility and not the general public).
5. Uses determined to be similar to the above principal permitted uses in accordance with the criteria set forth in Section 1827 and which are not listed below as Special Land Uses Permitted.

SECTION 1201. SPECIAL LAND USES PERMITTED:

The following uses may be permitted under the purview of Section 1818 by the City Council, after site plan review and Public Hearing by the Planning Commission, and subject further to such other reasonable conditions which, in the opinion of the City Council, are necessary to provide adequate protection to the health, safety, general welfare, morals and comfort of the abutting property, neighborhood and the City of Auburn Hills:

1. Retail business conducted wholly within an enclosed building. Such uses shall be accessory to the principal use of the premises. Freestanding retail shopping centers and freestanding restaurants, including drive-through and drive-in restaurants, shall not be permitted in the district.
2. Banks and credit unions with drive-in facilities may be permitted when said drive-in facilities are incidental to the principal function, and subject to the following conditions:
 - A. Drive-up stations shall provide at least five (5) queuing spaces eighteen (18) feet long by ten (10) feet wide from each order/transaction station. The lane containing the queuing spaces shall be separate and distinct from other access drives and maneuvering lanes for parking spaces. The queuing space lane shall have a clear width of ten (10) feet and be physically separated from access drives, maneuvering lanes and parking spaces with a landscaped area eight (8) feet wide with raised curbs on all sides.
 - B. Drive-up windows shall provide at least ten (10) queuing spaces eighteen (18) feet long by ten (10) feet wide from the window. The lane containing the queuing spaces shall be separate and distinct from other access drives and maneuvering lanes for parking spaces. The queuing space lane shall have a clear width of ten (10) feet and be physically separated from access drives, maneuvering lanes and parking spaces with a landscaped area eight (8) feet wide with raised curbs on all sides.
3. New motels, hotels, and conference centers, or the expansion of existing motels, hotels, and conference centers, shall only be permitted in the T&R Technology and Research Districts via Section 1830. Planned Unit Development Option. The decision to approve a Planned Unit Development allowing a motel, hotel, and/or conference center, or the expansion of an existing motel, hotel, and/or conference center, in the T&R Technology and Research Districts shall be at the sole discretion of the City Council, after recommendation from the Planning Commission. An applicant shall not have the right to seek relief from this section to the Zoning Board of Appeals. Motels, hotels, and conference centers approved by the City Council in the T&R Technology and Research Districts before February 17, 2020 shall be considered legally conforming and subject to the Zoning Ordinance standards and conditions in effect at the time of the City approval.
4. Nursery schools, day nurseries and child care centers provided the following conditions are met:
 - A. Such facilities shall be located on major thoroughfares with an existing or proposed right-of-way of one hundred and twenty (120) feet.
 - B. Any area not used for parking in the front yard shall be kept in lawn and landscaped in accordance with Section 1808.
 - C. Outdoor play areas shall be in the side or rear yard in the amount of one hundred (100) square feet for each child cared for, but at least a minimum of one thousand two hundred (1,200) square feet.
 - D. Whenever the school or center abuts a residential district, parking, drop off, and play areas shall be screened with an obscuring six (6) foot fence or wall, four foot six inch (4'6") high berm with landscaping or a twenty (20') foot wide greenbelt landscaped in accordance with Section 1808, or a combination of the above, whichever in the opinion of the Planning Commission and City Council achieves the objective of screening and controlling noise levels.
 - E. Any other conditions which the Planning Commission and City Council deem necessary to assure that the technology and research character of the district shall be maintained.
5. Multiple family residential dwellings as permitted by Article VI provided that the total site area in any one (1) development is no less than ten (10) contiguous acres and no more than twenty (20) percent of the total developed acreage within the District is developed for multiple family residential use. The requirements of Section 1700 shall also be adhered to.
6. Public, quasi-public, and commercial recreation facilities including parks, golf courses, health and athletic clubs.
7. Light industrial uses listed as Principal Uses Permitted in Section 1300 when conducted wholly within an enclosed building and subject to the Required Conditions specified below in Section 1202
8. Vertical Take-Off and Landing fields (VTOL), and Heliports shall be permitted subject to the following conditions:

- A. The minimum site size for heliports shall be one (1) acre, unless the location or other circumstances would dictate a smaller site, and shall conform in dimension to the requirements of the FAA.
 - B. Any petitioner for a heliport shall prepare a written statement to City Council addressing at least the following factors:
 1. Minimum obstructions in the approach and departure area.
 2. Minimum disturbance from noise and desirable location with regard to adjacent land use.
 3. Access to surface transportation.
 4. Safety precautions for the control of pedestrian and vehicular circulation in relation to the heliport.
9. Wireless communication facilities in accordance with the standards and requirements listed in Section 1832, except for co-location applications which are subject to the administrative review provisions listed in Section 1832, Item K.
10. Vehicular evaluating tracks, provided the following conditions are met:
 - A. The track shall be screened from public view in accordance with Section 1808.
 - B. Any outdoor lighting shall be shielded in compliance with Section 1810.
 - C. The noise limitations and other requirements of Section 1807, shall be adhered to.
 - D. Adequate safeguards shall be provided to prevent the trespass of animals onto the track.
11. Outside storage of vehicles only when the vehicles are accessory to the principal use of the premises. Space for said outside storage of vehicles shall be provided in addition to required parking. Such areas shall be screened from adjacent public right-of-ways and properties with a minimum twenty-five (25) foot landscaped greenbelt with staggered eight (8) foot evergreen trees. Alternative screening techniques within the minimum twenty-five (25) foot landscaped greenbelt shall be at the discretion of the City Council, after recommendation from the Planning Commission. The vehicle storage shall relate to the retrofit, manufacture, or testing of said vehicles.
Exception: The Director of Community Development may approve the outside storage of vehicles only when the vehicles are accessory to the principal use of the premises and provided the total site area is no less than four-hundred (400) contiguous acres.
12. Free standing sports stadiums or arenas provided that the total site area is no less than one-hundred (100) contiguous acres and access to the property is provided from both Lapeer Road and Harmon Road.
13. Colleges, universities and other such institutions of higher learning, both public and private, provided the property is located on the land bounded by M-59 and Featherstone Road, between I-75 and Squirrel Road. **In addition to requirements for signs permitted within Section 1811. Signs, the following additional sign standards shall apply:**
- A. Two (2) automatic changeable copy signs may be permitted and shall be considered as a separate special land use under the purview of Section 1818, provided the following conditions are met:**
 - 1. The sign shall meet the standards of Section 1811.3(C)1 for automatic changeable copy signs, with the following exceptions:**
 - a. The sign may be increased in height from ten (10) feet to twelve (12) feet and in width from twelve (12) feet to twenty (20) feet.**
 - b. The LED copy area of the sign may be increased from sixty (60) to eighty (80) square feet in size.**
 - c. The signs shall be setback a minimum of one (1) foot from the road right-of-way and adjacent property lines.**
 - d. The total sign area on each face of the sign shall not exceed two hundred (200) square feet.**
 - B. Two (2) signs incorporated in decorative landscape walls may be permitted and shall be considered as a separate special land use under the purview of Section 1818, provided the following conditions are met:**
 - 1. The signs may only be permitted along Squirrel Road and Featherstone Road.**
 - 2. The height of the sign shall not exceed eight (8) feet.**
 - 3. The signs shall be setback a minimum of one (1) foot from the road right-of-way and adjacent property lines.**

4. The total sign area of each sign may not exceed two hundred (200) square feet.
- C. One (1) accessory identification pylon sign may be permitted on the property adjacent to an interstate highway and shall be considered as a separate special land use under the purview of Section 1818, provided the following conditions are met:
1. The height of the sign shall not exceed sixty-five (65) feet.
 2. The sign shall be setback a minimum of thirty (30) feet from the road right-of-way and adjacent property lines.
 3. The total sign area permitted on each face of the sign shall not exceed two hundred (200) square feet.
- D. The signs described in this subsection A-C may be submitted in a single special land use permit application package or in parts.
14. Accessory buildings and accessory uses customarily incidental to any of the above special land uses permitted.
15. Special land uses determined to be similar to the above special land uses in accordance with the criteria set forth in Section 1828. The application for Special Land Use Approval will be evaluated on the basis of the following criteria in addition to the requirements of Section 1818. Will the proposed development:
1. Have an adverse effect on the ambient noise level for a significant number of people?
 2. Have an adverse visual or aesthetic effect?
 3. Adversely divide or disrupt an established community, or divide existing uses?
 4. Have an adverse effect on areas of unique interest or scenic beauty?
 5. Destroy or detract from important recreational areas?
 6. Interfere with important wildlife breeding, nesting, or feeding grounds?
 7. Significantly increase air or water pollution?
 8. Adversely affect the water table of the area?
 9. Cause excessive congestion on existing ground transportation facilities?
 10. Adversely affect the Master Land Use Plan for the area and the City?

SECTION 1202. REQUIRED CONDITIONS:

Principal and Special Land Uses Permitted shall be subject to the following conditions, as applicable:

1. Building Height:
Any building over four (4) stories shall require the approval of the City Council in accordance with Section 1818. Any mechanical equipment on the roof of the building, and penthouses on the building, may not be more than twenty (20) feet in height. Mechanical equipment and penthouses are not counted as a story for purposes of this Section.
2. Setbacks:
 - A. Buildings containing office uses, light industrial uses or research-related lab and/or assembly operations, or any mixture of said uses, shall be setback a minimum of fifty (50) feet from any public right-of-way. Minimum side and rear yard setbacks specified in Section 1701 for I-1, Light Industrial uses shall be observed.
 - B. Buildings four (4) stories or taller shall provide a minimum front, side, and rear setback equal to the height of the building.
 - C. Nursery schools, day nurseries, and child care centers shall observe the minimum setback requirements specified in Section 1701 for the B-2, General Business district.
 - D. Hotels, motels, and conference centers shall be set back a minimum of fifty (50) feet from any public right-of-way. Minimum side and rear yard setbacks shall be equal to the height of the building.
 - E. Public, quasi-public, and commercial recreation buildings shall be setback a minimum of fifty (50) feet from any public right-of-way. Minimum side and rear yard setbacks specified in Section 1701 for B-2, General Business uses shall be observed.
 - F. All buildings shall be located at least one hundred (100) feet from any residential development.
 - G. All residential uses shall observe the applicable minimum setback requirements specified in Section 1700.

3. Landscaping and Buffers:
 - A. Landscaping shall be provided in accordance with the requirements of Section 1808.
 - B. A minimum twenty-five (25) foot landscaped greenbelt shall be provided abutting public right-of-ways and private road easements in accordance with Section 1808 and kept free of parking.
 - C. A minimum twenty-five (25) foot landscaped greenbelt with staggered eight (8) foot evergreen trees shall be provided between residential and non-residential uses. Alternative screening techniques within the minimum twenty-five (25) foot landscaped greenbelt shall be at the discretion of the City Council, after recommendation from the Planning Commission.
 - D. For each one (1) story increase over four (4) stories, an additional three (3) feet of greenbelt shall be added to the greenbelt required by Section 1805 and Section 1808. This provision shall not apply to the twenty-five (25) foot required greenbelt.
4. Outside Storage:

No outside storage shall be permitted, with the exception of outside storage of vehicles as provided in Section 1201, Item 11.
5. Off-Street Parking:

Off-street parking shall be provided in accordance with Sections 1804 and 1805.
6. Cross-Access Interior Drives:

Cross-access interior drives, or drives that will allow vehicles to move from one site to another without entering the frontage street, may be required.
7. Off-Street Loading:

Off-street loading space shall be provided in accordance with Section 1701, Item p and Section 1806, with the exception that office uses shall provide paved loading space at a ratio of ten (10) square feet per front foot of building.
8. Performance Standards:

All development shall adhere to the Performance Standards specified in Section 1807.
9. Protection of Natural Amenities:

Natural terrain and amenities shall be protected and preserved to the greatest extent possible.
10. Site Plan Review:

Site plan review and approval is required for all development within the District in conformance with Section 1815.
11. Freestanding Lighting:

Freestanding light poles shall not exceed forty (40) feet in height and lighting shall be shielded onto the site so as to not become a nuisance to adjacent areas. For purposes of clarification, the height of light poles illuminating outdoor recreation facilities permitted via Section 1201, Item 6 may exceed forty (40) feet in height at the discretion of the City Council upon Special Land Use review and approval of said use.

SECTION 1203. AREA AND BULK REQUIREMENTS

See Article XVII, Schedule of Regulations, for additional requirements limiting the height and bulk of buildings and not in conflict with this Article XII.

(Amended: 3-06-00 per Ordinance No. 658)
(Amended: 11-11-02 per Ordinance No. 712)
(Amended: 10-06-03 per Ordinance No. 726)
(Amended: 6-26-17 per Ordinance No. 894)
(Amended: 2-17-20 per Ordinance No. 913)



Development Application

Project Name: OCC - Auburn Hills Signage

General Project Location: Auburn Hills Campus
Featherstone & Squirrel Rd

Parcel Size: Campus Zoning: _____

Sidwell Number(s): _____

Project Description: SIGNAGE PROJECT:
install new exterior signage

Building Size (sq. ft.): Campus wide

City Use Only

Address: 2900 Featherstone

Date Received: 2/13/24

Fees Paid: 1250.00

SP #: _____

SLU #(s): 240001

LD/LE/SUB #: _____

RZ #: _____

PUD #: _____

ZBA #: _____

Check requested review(s)

- Site Plan
- Tree Removal Permit
- Special Land Use Permit(s) _____
- Land Division
- Land Exchange
- Subdivision
- Planned Unit Development - Step 1/Step 2/Combined
- Rezoning _____ to _____
- ZBA Variance or Interpretation (see supplemental application)
- Other _____

Applicant

Name: CHRIS SCHNEIDER Signature: Chris Schneider

Business Name and Address: BARTON MARLOW; 26500 American Dr

City: Southfield State: MI Zip Code: 48034 Phone Number: (248) 534-5003

Fax Number: _____ Alt. Phone Number(s): _____

Property Owner(s)

Name: ROBERT KELLY Signature: _____

Business Name and Address: OAKLAND COMMUNITY COLLEGE; 2900 Featherstone

City: Auburn Hills State: MI Zip Code: 48324 Phone Number: (586) 610-4881

(Provide additional sheet if necessary for multiple property owners)

Please contact the City of Auburn Hills Community Development Department,
1827 N. Squirrel Road, Auburn Hills, MI 48326 / Phone: 248-364-6900 Fax: 248-364-6939
www.auburnhills.org

February 26, 2024

The Honorable Mayor Brian Marzolf and
Auburn Hills City Council
c/o Steven J. Cohen, AICP, PCP
Director of Community Development
City of Auburn Hills
1827 Squirrel Road
Auburn Hills, Michigan 48326

Re: Develop Application for Special Land Use Permit to the City of Auburn Hills

Dear Mayor Marzolf and Council Members,

Over the last several years, Oakland Community College (OCC) has been in the process of updating the branding standards for the college. There had been a lack of consistency across the various campuses and the new plan is to brand OCC as one college with multiple locations in lieu of five separate Community Colleges within Oakland County.

In 2021, the college completed the first major step to support their branding update with new signage at the Orchard Ridge campus in Farmington Hills. The new signage matches their new branding guidelines and aimed to achieve the following goals for OCC:

- Building identification signs are now consistent and clearly marked over entrances to aid in wayfinding for visitors.
- Vehicular wayfinding signs were developed to be more readable and were simplified to guide visitors to the appropriate parking.
- The campus entry sign was developed and scaled to be more easily readable to drivers along the wide boulevard of Orchard Lake Road. The new digital sign gives the college more opportunities to share with the local community what resources are available to them on campus.
- The new expressway monument announces the presence of OCC in an artistic way to the thousands of people driving daily along I-696.

Fast forward to today and the next phase of the college's branding update includes the replacement of all existing signs at the Auburn Hills campus with 73 new signs in an effort to both improve wayfinding and beautify the campus. The majority of the new signs being proposed meet all of the ordinance requirements and have been submitted to the City for approval. Included in that package are 5 signs that we are requesting a Special Land Use Permit for. They are described in more detail below and in the attached document.

The first two are new campus entry signs that replace the existing ones along Squirrel and Featherstone. These new signs have been designed to attempt to address the shortcomings of the existing signs. Each existing campus entry sign is properly sited based on ordinance requirements, but with Featherstone being 100' wide and Squirrel being over 150' wide, reading the existing smaller digital signs is a challenge particularly for northbound and westbound traffic. Each new campus entry sign proposes a larger two-sided 10'x8' digital screen and is sized to be more safely read from traffic along these wide and busy boulevards.

The second two proposed signs are new campus frontage signs also located along Squirrel and Featherstone. And while each provide OCC and Auburn Hills identification letters, they are primarily intended as street frontage beautification projects. Along Featherstone, the proposed long low wall and sign were seen as a way to add an architectural element centered in the more than a quarter mile stretch between campus entries that is otherwise empty. The one proposed along Squirrel is intended to sit in front of the M-Tec building and block views into the stone drainage ditch just behind it to the west.

The final sign included in the attached document is referred to as the expressway monument. Like the campus entry signs, the proposed expressway monument is an exact replica of the one that was put in place on the Orchard Ridge campus in Farmington Hills almost 3 years ago. While it would have been more cost effective to put a large OCC logo on a tall signpost, the college wanted to create an elevated sculptural element that would be a recognizable monument to expressway traffic. The proposed structure is triangular shaped in plan with three steel columns connected with carefully proportioned cascading arrays of cross bracing. The intent of this structure is for it to transform depending on both your proximity to it and the various lighting conditions throughout the year. When viewed up close, the monument appears much more monolithic, but from street views the galvanized steel cladding turns into a transparent veil allowing light to filter through in unique ways. With the OCC logo and college text applied to all three sides, this sculptural element becomes a recognizable icon across all campuses signifying OCC as one college.

OCC is excited for this opportunity to elevate and beautify its Auburn Hills campus similar to what has been started at Orchard Ridge. We look forward to addressing any questions you may have regarding this request. Please do not hesitate to contact me at 248-444-3480.

Sincerely,

Integrated Design Solutions, LLC



Mark Reaves, AIA, LEED® AP® BD+C, NCARB
Vice President

cc: File

OAKLAND COMMUNITY COLLEGE

AUBURN HILLS CAMPUS SIGNAGE

Project Number: 20206-1000

SIGNAGE TYPES

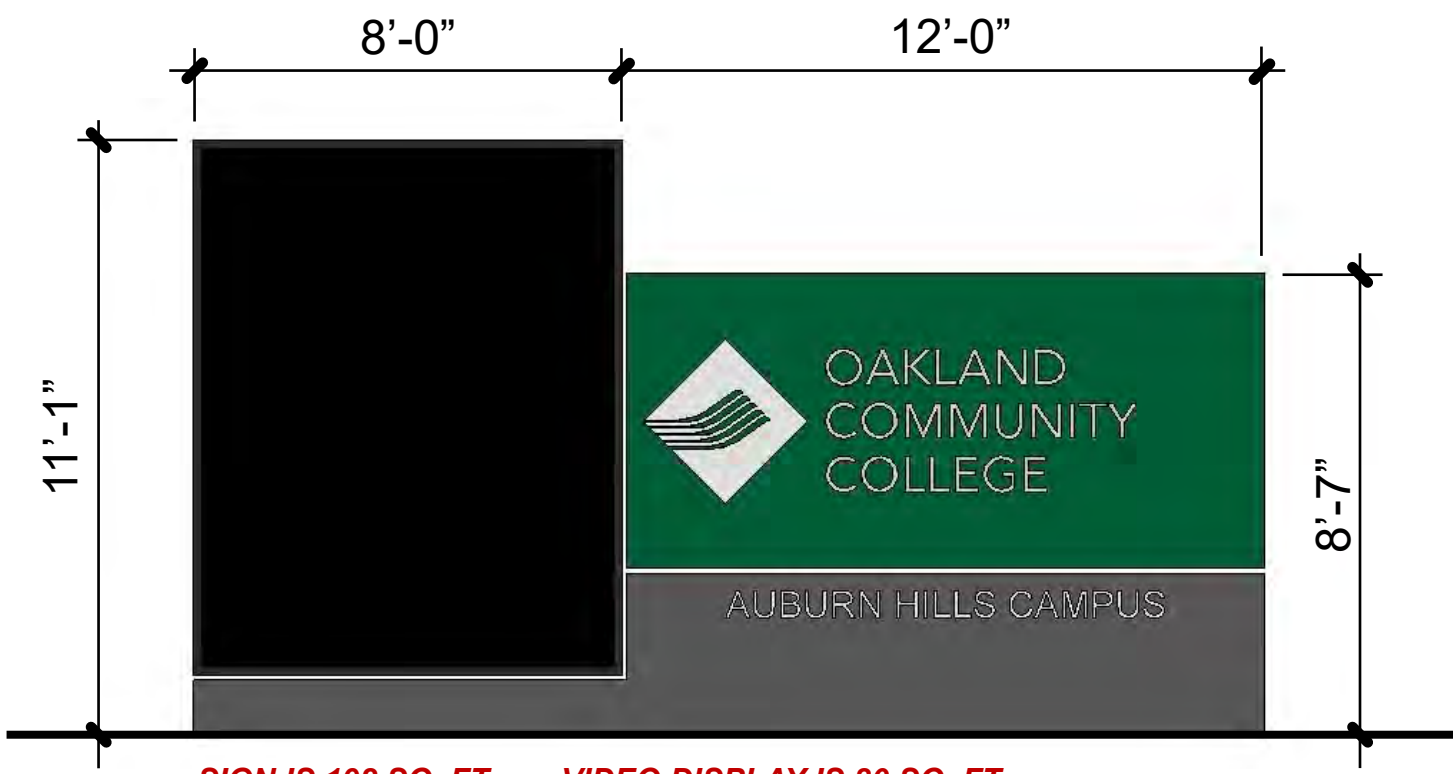
- 01 CAMPUS ENTRY
- 02 CAMPUS FRONTAGE
- 03 EXPRESSWAY MONUMENT



CAMPUS PLAN

SIGNAGE TYPE
CAMPUS ENTRY

01



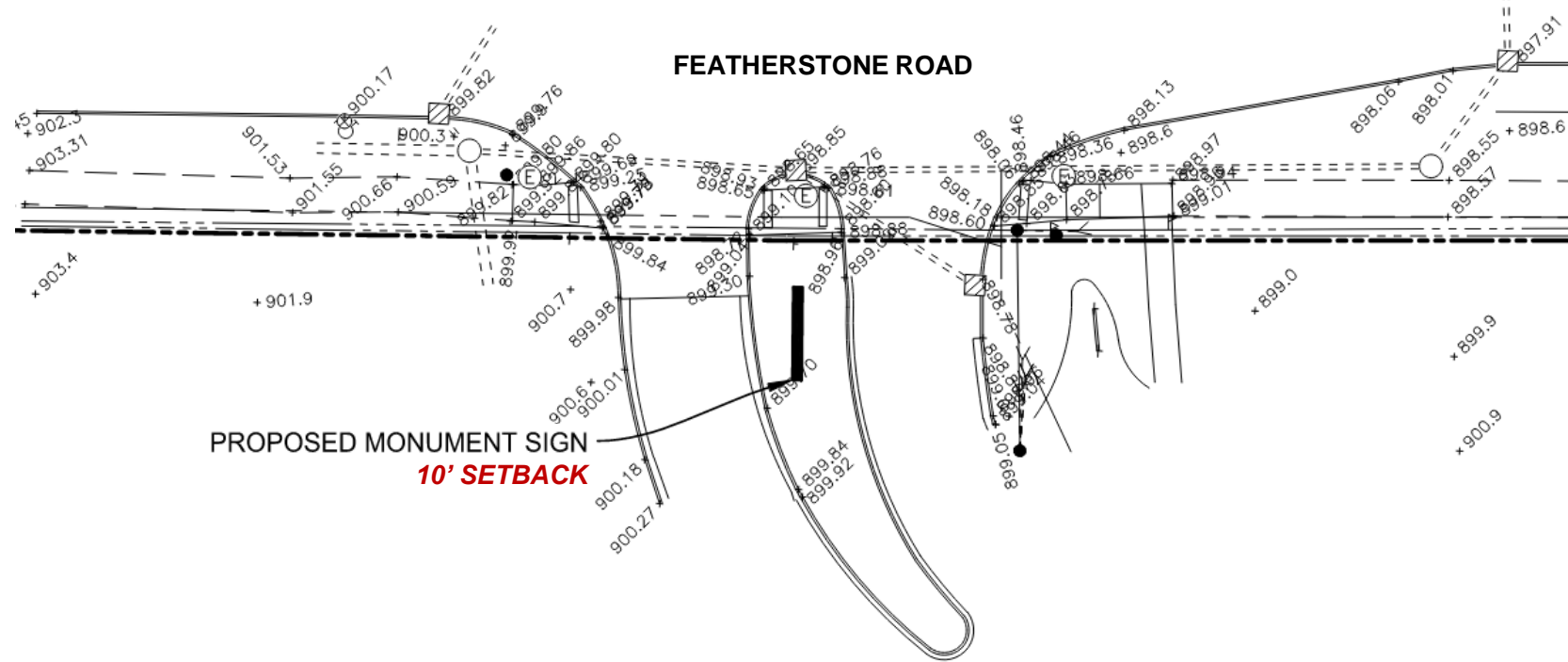
SIGN IS 192 SQ. FT. - VIDEO DISPLAY IS 80 SQ. FT.,



CAMPUS ENTRY SIGNS



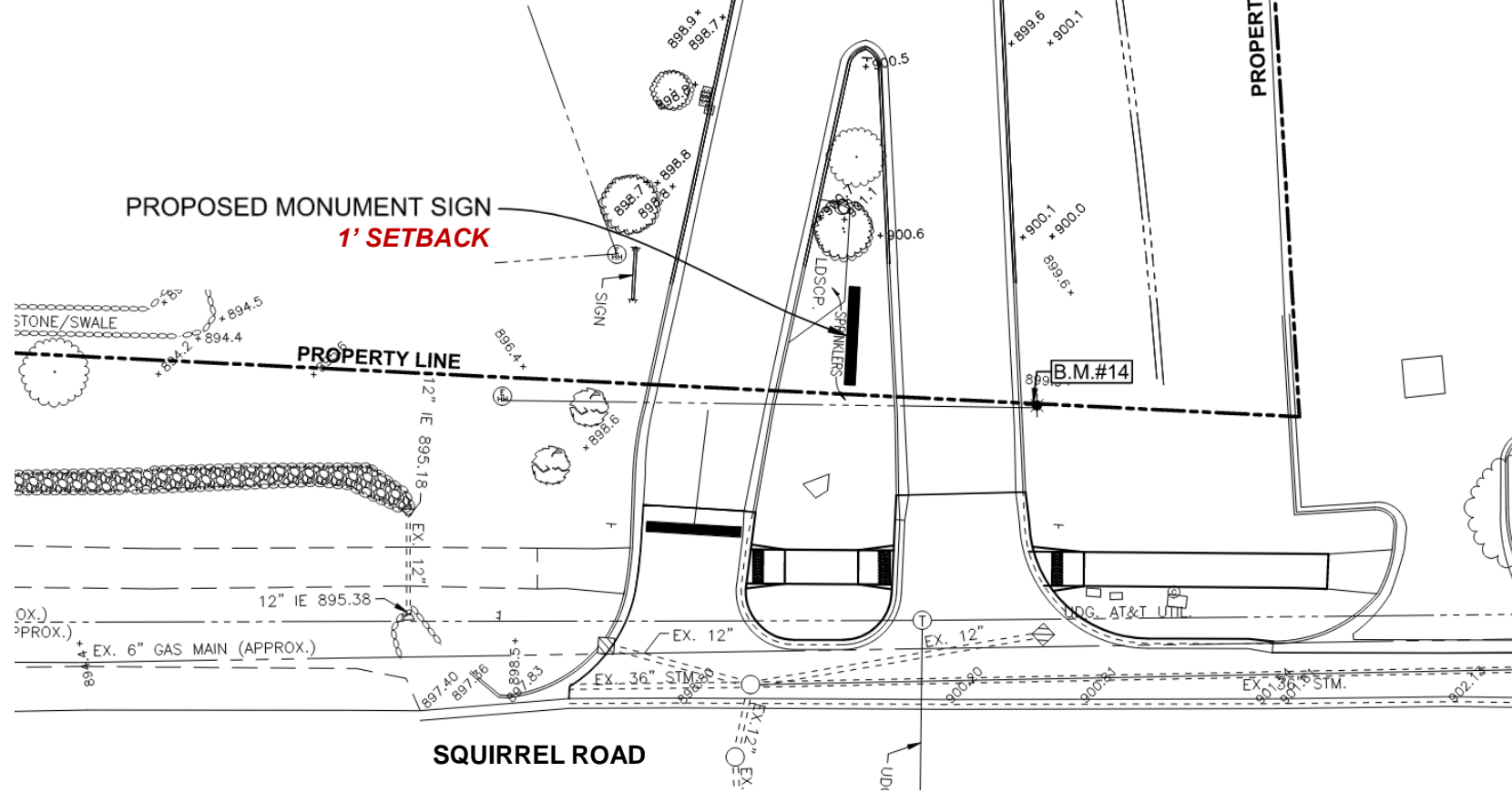
CAMPUS ENTRY SIGN - ORCHARD RIDGE CAMPUS



LOCATING THE NEW CAMPUS ENTRY SIGN ALONG FEATHERSTONE AT THE 10' REQUIRED SETBACK PUTS IT APPROXIMATELY 55' FROM THE CENTER OF THE RIGHT EASTBOUND LANE. THIS PLACEMENT MAKES IT EASILY VISIBLE TO TRAFFIC. ITS PLACEMENT MEETS THE CITIES ZONING REQUIREMENTS.



CAMPUS ENTRY SIGNS – FEATHERSTONE PLACEMENT / SETBACK



LOCATING THE NEW CAMPUS ENTRY SIGN ALONG SQUIRREL AT THE 10' REQUIRED SETBACK WOULD PLACE IT BEHIND A SMALL HILL WHICH WOULD OBSCURE IT SIGNIFICANTLY SIMILAR TO THE EXISTING SIGN AS SEEN IN THE IMAGE BELOW.

WE ARE PROPOSING THIS SIGN TO BE PLACED WITHIN 1' OF THE CURRENT PROPERTY LINE WHICH PUTS IT APPROXIMATELY 75' FROM THE CENTER OF THE RIGHT SOUTHBOUND LANE MAKING VISIBILITY OF THE SIGN POSSIBLE WITH THE REMOVAL OF THE TREE CLOSEST TO THE ROADWAY.



EXISTING SQUIRREL ROAD SIGN



VIEW DOWN SOUTHBOUND SQUIRREL

CAMPUS ENTRY SIGNS – PLACEMENT / SETBACK

SIGNAGE TYPE
CAMPUS FRONTAGE

02



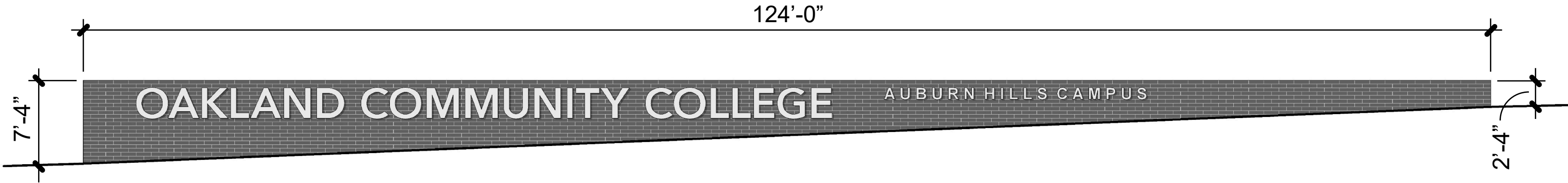
SQUIRREL ROAD SIGN



FEATHERSTONE ROAD SIGN

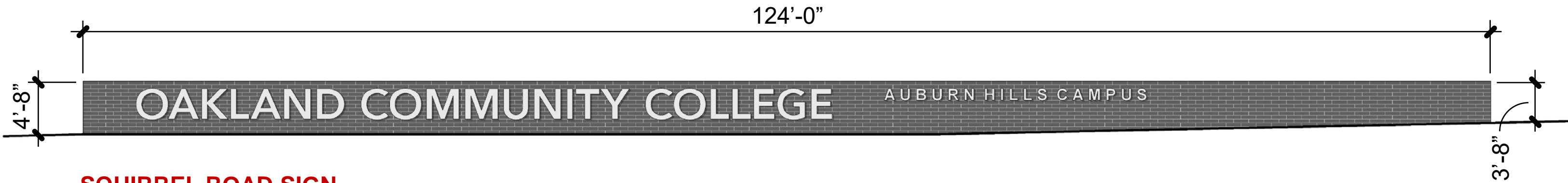


CAMPUS FRONTAGE SIGNS



FEATHERSTONE ROAD SIGN

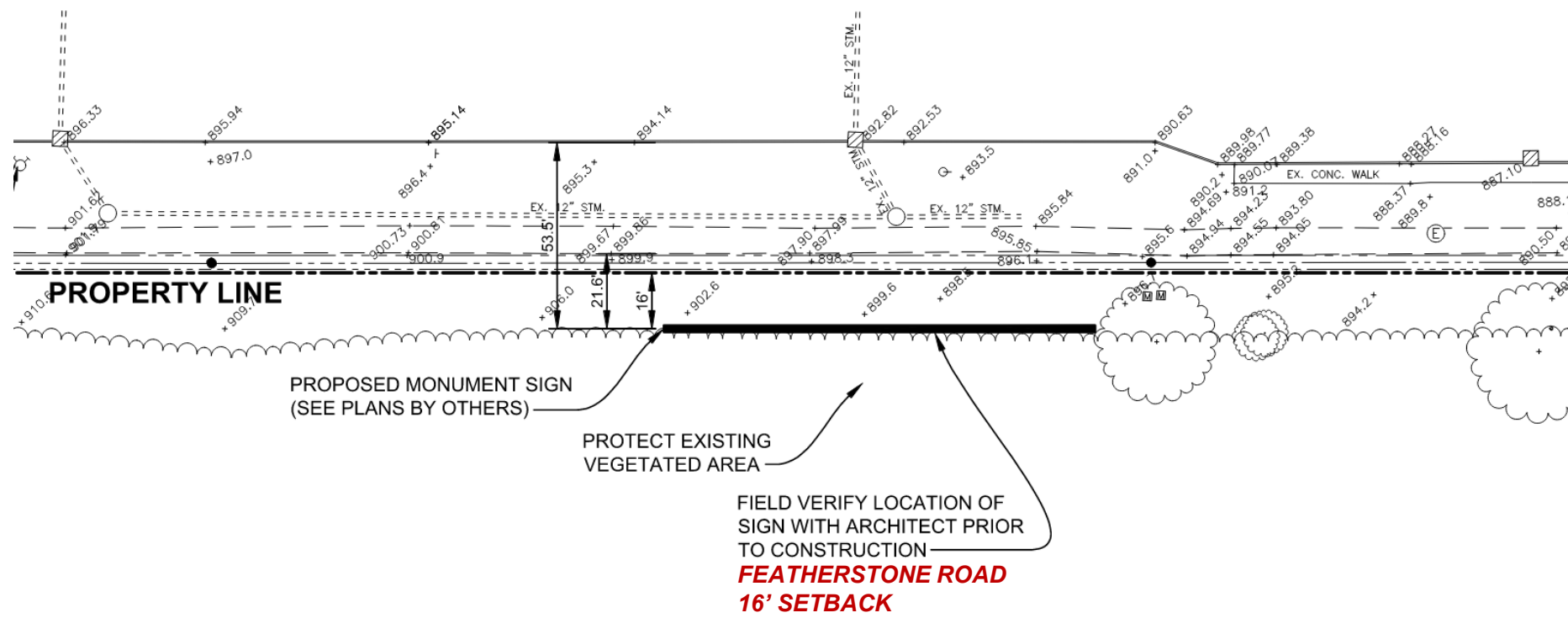
WALL AREA = 599 SQ. FT.
 OCC TEXT = 165 SQ. FT.
 AH CAMPUS TEXT 23 SQ. FT.



SQUIRREL ROAD SIGN

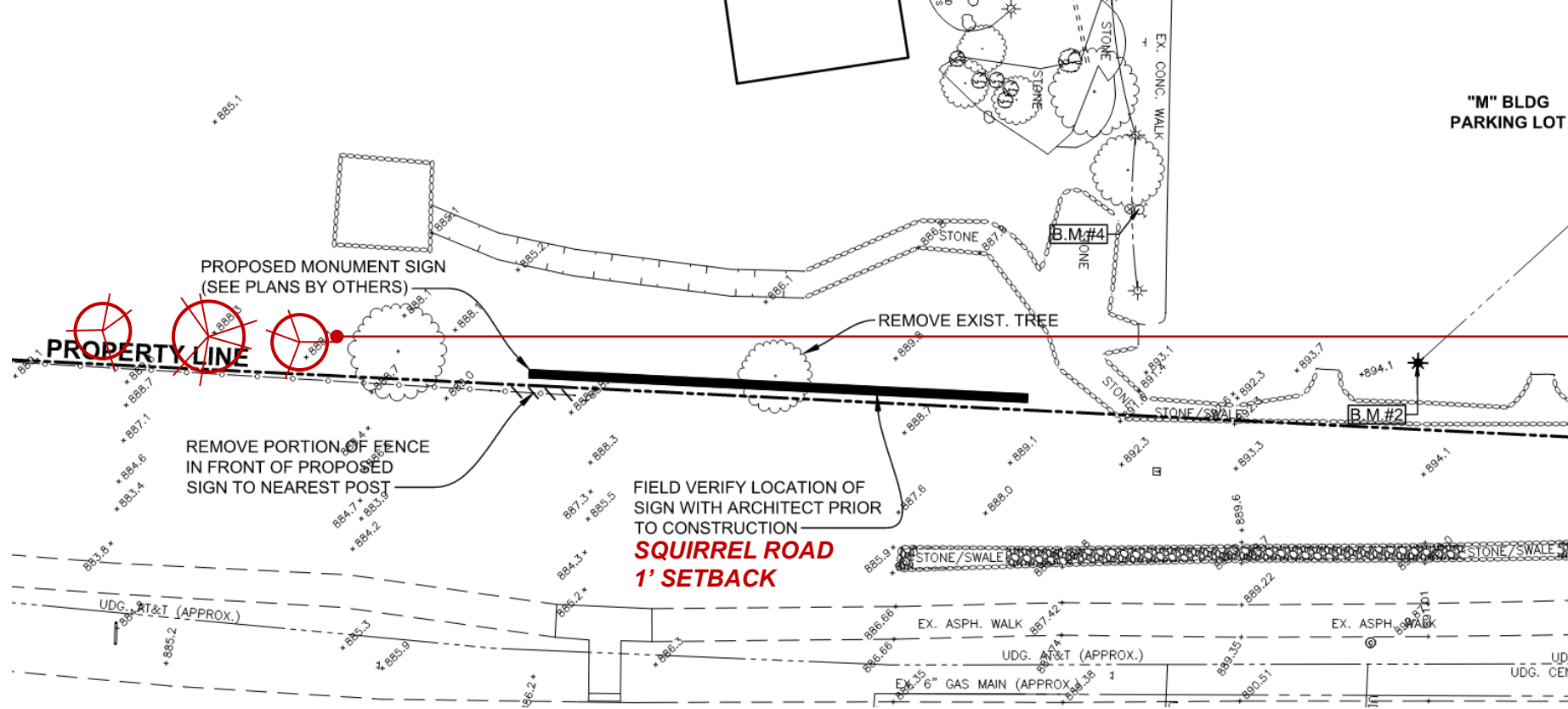
WALL AREA = 554 SQ. FT.
 OCC TEXT = 165 SQ. FT.
 AH CAMPUS TEXT 23 SQ. FT.

CAMPUS FRONTAGE SIGNS



THE 16' SETBACK PUTS THE WALL AT THE CREST OF THE HILL AND MEETS THE CITIES ZONING REQUIREMENTS.

CAMPUS FRONTAGE SIGNS - FEATHERSTONE SETBACK



ADDITION OF NEW TREES FOR FRONTAGE BEAUTIFICATION AND REPLACEMENT OF REMOVED TREE



WE ARE PROPOSING PLACING THIS CAMPUS FRONTAGE SIGN 1' BEHIND THE PROPERTY LINE WHICH PUTS THE WALL AT THE CREST OF THE HILL AND IN-LINE WITH THE EXISTING FENCE TO THE SOUTH OBSCURING THE STONE DRAINAGE DITCH BEYOND

CAMPUS FRONTAGE SIGNS - SQUIRREL SETBACK

SIGNAGE TYPE
MONUMENT

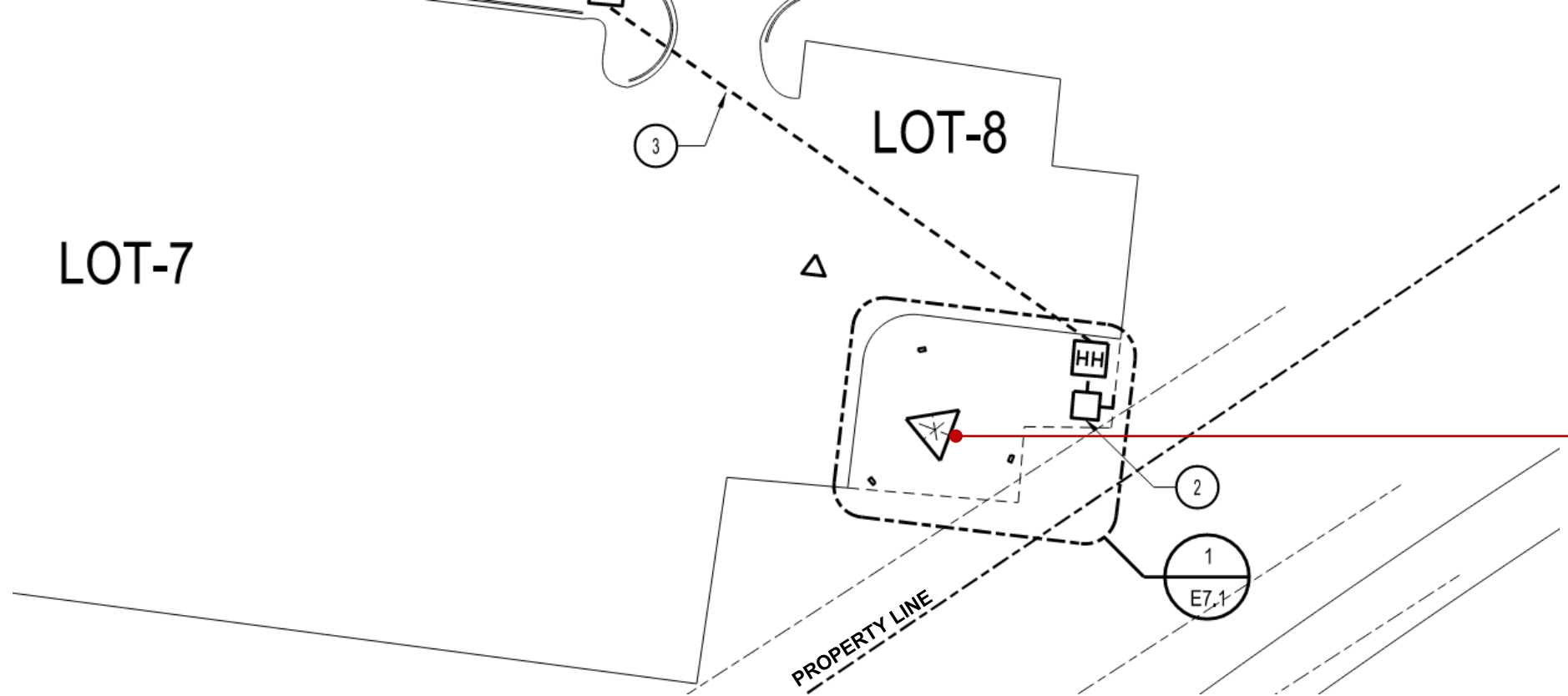
03

16'-0"

62'-5"



EXPRESSWAY MONUMENT



THE PROPOSED EXPRESSWAY MONUMENT SIGN IS POSITIONED WITHIN THE EXISTING PARKING LOT AND IS LOCATED APPROXIMATELY 35' INSIDE THE PROPERTY LINE AND 112' FROM THE M-59 ON RAMP.



EXISTING LOW TREES ARE WITHIN THE MDOT RIGHT OF WAY AND ARE INTENDED TO REMAIN AS THEY DO NOT IMPACT MONUMENT VISIBILITY.

EXPRESSWAY MONUMENT



MONUMENT SIGN - EASTBOUND



MONUMENT SIGN – WESTBOUND UNDER BRIDGE



MONUMENT SIGN



February 12, 2024

RE: CITIZEN PARTICIPATION LETTER

Oakland Community College – New Identification Signs
2900 Featherstone Road

Dear Neighbor,

Per the City of Auburn Hills' Citizen Participation Ordinance, I am notifying you that our company, on behalf of Oakland Community College (OCC), has applied for City approval to install new signs on its Auburn Hills campus located at 2900 Featherstone Road.

Highlights of the parts of OCC's proposal that require Planning Commission and City Council approval include:

1. Two new campus identification entry signs with LED changeable copy, one adjacent to N. Squirrel Road and the other adjacent to Featherstone Road, will replace the existing signs in those locations.
2. Two new campus identification wall signs, one adjacent to N. Squirrel Road and the other adjacent to Featherstone Road.
3. One new campus identification monument-style sign is proposed to be installed adjacent to M-59. It will resemble the sign OCC installed at its Orchard Ridge campus in Farmington Hills, adjacent to I-696.

Attached are illustrations for your review.

The City of Auburn Hills Planning Commission is scheduled to review our application at their March 6, 2024 meeting. If you have any questions, concerns, or comments, please do not hesitate to contact myself at 248-534-5003 or Mark Reaves at (248) 444-3480. If you wish to speak with a City representative, please contact Steve Cohen, Director of Community Development, at 248-364-6900.

Chris Schneider

A handwritten signature in black ink that reads "Chris Schneider".

Sr. Project Manager

Barton Malow Builders

Mark Reaves, AIA

A handwritten signature in black ink that reads "Mark Reaves".

Vice President

Integrated Design Solutions

OAKLAND COMMUNITY COLLEGE

AUBURN HILLS CAMPUS SIGNAGE

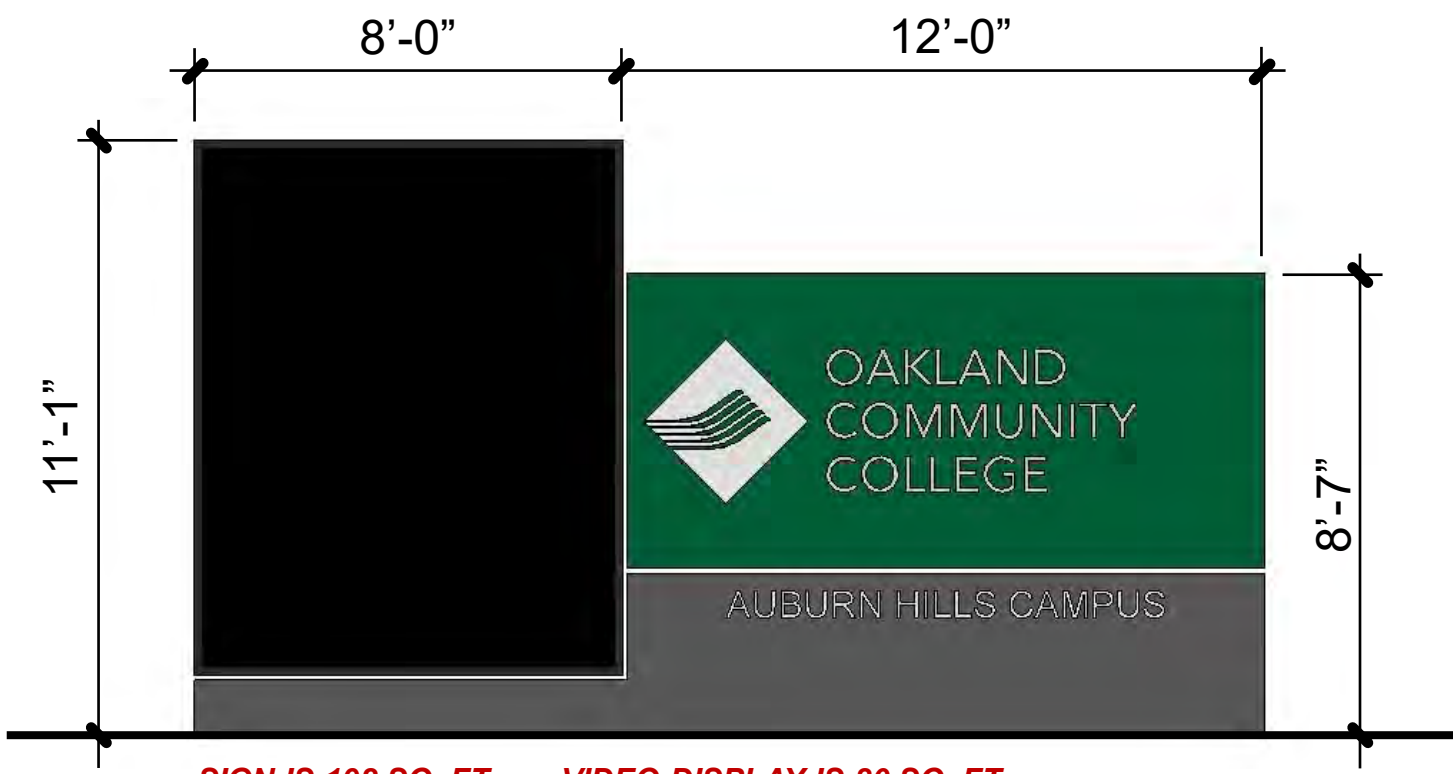
Project Number: 20206-1000

SIGNAGE TYPES

- 01 CAMPUS ENTRY
- 02 CAMPUS FRONTAGE
- 03 EXPRESSWAY MONUMENT



CAMPUS PLAN



SIGN IS 192 SQ. FT. - VIDEO DISPLAY IS 80 SQ. FT.,



CAMPUS ENTRY SIGNS



SQUIRREL ROAD SIGN



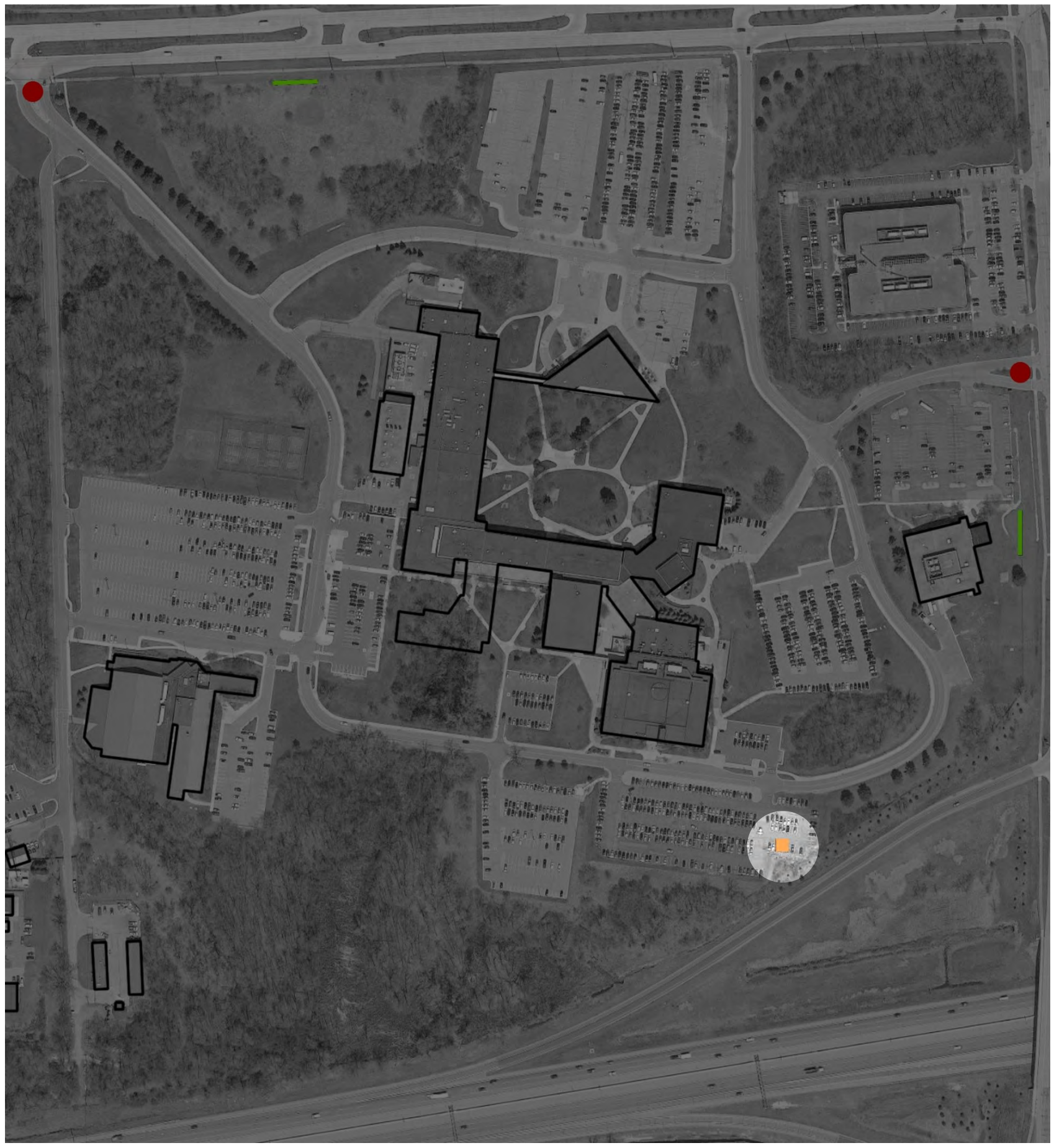
FEATHERSTONE ROAD SIGN



CAMPUS FRONTAGE SIGNS

16'-0"

62'-5"



EXPRESSWAY MONUMENT



February 27, 2024

RE: CITIZEN PARTICIPATION RESPONSE
Oakland Community College – New Identification Signs
2900 Featherstone Road

Dear Mr Cohen,

In accordance with City of Auburn Hills Participation Ordinance, we have mailed the Citizen Participation Letter related to Oakland Community College new identification signs to sixty seven(67) neighboring properties, utilizing the address labels supplied by the City of Auburn Hills. These letters were post marked February 13, 2024.

As of this date, only one property made inquiry about the project and new signs. Patty Dourjalian, 489 Robert Ct, requested information concerning the sightline from her house to the new tower sign and if she'd be able to see it from her house. This question was submitted directly to your office. IDS provided expressway monument visibility packet to answer her question. Based on the topography, dense tree canopy and distance, the tower sign would not be visible from her property. This information was provided to Patty Dourjalian via email on Monday February 26, 2024. The referenced packet is attached for your convenience.

If we receive more inquiries prior to the March 6, 2024 Planning Commission Meeting, I will amend this letter.

If you have any questions, concerns, or comments, please do not hesitate to contact myself at 248-534-5003 or Mark Reaves at (248) 444-3480.

Chris Schneider

A handwritten signature in black ink that reads "Chris Schneider".

Sr. Project Manager

Barton Malow Builders

Mark Reaves, AIA

A handwritten signature in black ink that reads "Mark Reaves".

Vice President

Integrated Design Solutions

Cohen, Steve

From: Patty Dourjalian [REDACTED]
Sent: Monday, February 26, 2024 2:04 PM
To: Cohen, Steve
Subject: Re: Follow-Up - OCC signs - Citizen Participation Letter Inquiry

You don't often get email from patty.prov31@gmail.com. [Learn why this is important](#)

I have read the report which is very thorough and answers all my questions. Thank you for the timely and efficient follow through. I have no further concerns or reasons why the proposed signage should not go through.

On Mon, Feb 26, 2024 at 1:31 PM Cohen, Steve <scohen@auburnhills.org> wrote:

Hi Patty,

I've attached an analysis addressing your question as to whether the proposed expressway sign at OCC would be visible from your property. We do not believe it will be seen based on the existing woods and elevation. OCC's analysis helps show that condition.

If you have any more questions, please don't hesitate to contact OCC and/or me.



Steven J. Cohen, AICP

Director of Community Development

[1827 N. Squirrel Road](#) | [Auburn Hills, MI 48326](#)

248-364-6900 Office

scohen@auburnhills.org | www.auburnhills.org

OAKLAND COMMUNITY COLLEGE

AUBURN HILLS CAMPUS SIGNAGE

Project Number: 20206-1000

EXPRESSWAY MONUMENT VISIBILITY DIAGRAMS

01



It was brought to the attention of the design team that a resident reached out to OCC with a question if they would be able to see the proposed expressway monument from their home.

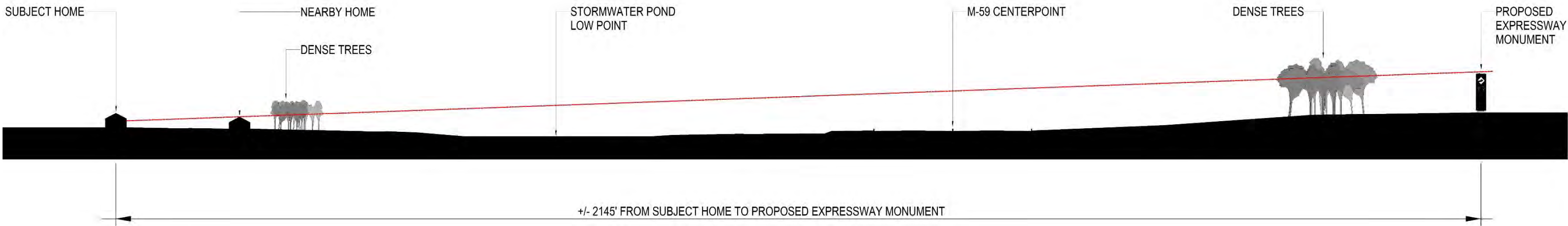
In an effort to answer that question, two diagrams were created. The first one to the left shows the location of the proposed expressway monument sign in the existing parking lot on the OCC campus. A direct line of sight is shown with a yellow line. Centered on the subject property, the line of sight passes over a house across the street, through a grove of dense trees within the neighborhood, over an existing stormwater pond, across M-59, and through another grove of dense trees before reaching the proposed structure.

The second diagram on the next page is a section cut along this line of sight.

EXPRESSWAY SIGN SITE LOCATION

In the second diagram below (with elevations drawn to scale) the section shows the subject home on the far left and the proposed expressway monument sign on the far right. The ground level base of this proposed structure is approximately 24' higher than the ground level base of the subject home and is approximately 1/2 mile away. The red line shows the line of sight from the second-floor windows of the subject home, taken at 10'-6" above the ground, and extends over the roof of the nearby home across the street.

As you can see in the diagram, the nearby home blocks the view of the proposed expressway monument from the subject home. In addition to the home blocking the view. Two dense groves of trees will block the view of the structure. In fact, in initial visibility studies, it became evident that the proposed expressway monument would not be visible from M-59 through the dense grove of trees on campus and eastbound vehicular traffic will not see it until it passes the trees. A similar condition exists at the OCC Orchard Ridge Campus in Farmington Hills where an identical sign was installed 3 years ago along I-696 and it is only visible to traffic once they pass a nearby grove of trees.



EXPRESSWAY MONUMENT SITE SECTION



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 9D

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: February 26, 2024
Subject: Motion – Adopt Resolution Declaring Tentative Necessity and Tentative Intent to Proceed with Project and Setting Public Hearing (Resolution No. 2) for Proposed Superior Court Special Assessment District

INTRODUCTION AND HISTORY

On February 19, 2024, the Auburn Hills City Council adopted Resolution No. 1 to direct the City Manager to prepare plans, specifications, and cost estimates to support establishment of the proposed Special Assessment District (SAD) for road improvements to Superior Court (Exhibit 1). The proposed work includes removal of the existing pavement cross section (concrete and base), removal and replacement of curb and gutter as needed, repair/replacement of existing storm structures installation of underdrain as needed, replacement of drive approaches in the right-of-way as needed, placement of 8-inches of new aggregate base, and paving the road with full depth 9-inch asphalt.

As plans, specifications, and cost estimates are being finalized, a public hearing must be scheduled to present the plan, cost estimate for construction, and intent to establish a Special Assessment District to the public for comment. A written notice will be sent to the property owners to be assessed at least 10 days prior to the public hearing recommended for April 1, 2024. The notice must include the following:

- Provide the day, time, and place of the public hearing.
- Reference the road construction plan, cost estimate, and City Manager’s recommendation to proceed with the Special Assessment District road improvements being on file with the City Clerk for review prior to the meeting.
- Indicate the requirement for property owners to appear in person before the City Council (or by letter received by the City Clerk prior to the April 1, 2024 Public Hearing) to state for the record their protest of the Special Assessment District assignment.
- That protest of the Special Assessment District must be stated for the record to allow property owner’s to appear before the Michigan Tax Tribunal (MTT) to appeal the Special Assessment District.

Provided in the packet is Resolution No. 2 declaring the tentative necessity and tentative intent to proceed with the Superior Court Special Assessment District road improvement project, and setting the public hearing. Adoption of the resolution will schedule a public hearing for Monday, April 1, 2024, to allow the public to present statements and/or objections to the Special Assessment District road improvement project. Note that included with the resolution is a list of properties to which the tentative Special Assessment District assigns a portion of the project costs.

STAFF RECOMMENDATION

Staff recommends approval of the resolution provided regarding the proposed Special Assessment District for road improvements to Superior Court.

MOTION

Move to approve Resolution No. 2, a resolution declaring tentative necessity and tentative intent to proceed with the project and setting the public hearing for April 1, 2024 at 7:00 p.m. in City Hall at 1827 North Squirrel Road, Auburn Hills, MI 48326, for the purpose of hearing statements and objections to the proposed Special Assessment District No. 9 regarding the repair of and improvements to Superior Court.

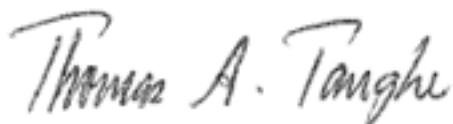
EXHIBITS

Exhibit 1 – February 21 Council Packet

Exhibit 2 – Resolution Number 2

Exhibit 3 – Parcel List

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: FEBRUARY 19, 2024

AGENDA ITEM NO 9A

DEPARTMENT OF PUBLIC WORKS

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Jason Hefner, Manager of Fleet & Roads
Submitted: February 7, 2024
Subject: Motion – Adopt Resolution No. 1 to Proceed with Preparation of Plans, Specifications and Cost Estimates for Proposed Superior Court Special Assessment District

INTRODUCTION AND HISTORY

The 2024 Annual Budget that was adopted by City Council includes road improvements for Superior Court stemming from the City's Capital Plan. The proposed work which will occur on Superior Court includes removal of the existing concrete pavement, removal and replacement of failing curb and gutter, placement of new aggregate base throughout the road, replacement/extension of drive approaches as needed, paving the road with full depth 9-inch asphalt, and drainage structure repairs/relocates.

In April of 2016, City Council adopted a Special Assessment District (SAD) Assignment Policy. City Council also approved an amendment to the Auburn Hills Code of Ordinances, Chapter 58, Special Assessments. The ordinance amendment allows the City Council to assign up to 50% of the cost of an SAD project anywhere in the City. After the City's assigned share is deducted from the total cost for the public improvement, the remaining balance may be shared among the property owners who benefit directly from the improvement. The preliminary cost estimate to complete the project is depicted in the table below.

Estimated Construction Cost	\$725,000.00
Design Services	\$ 45,000.00
Construction Engineering/Construction Administration	\$ 65,000.00
Geotechnical Testing	\$ 15,000.00
Contingency	\$ 73,000.00
Special Assessment District Administration	\$ 15,000.00
Total Estimate of Cost	\$940,000.00
City Contribution	\$470,000.00
Total Estimate of SAD Cost	\$470,000.00
Total Number of Units	7
Cost Share per Unit	\$ 67,142.86

City staff has been engaged with the property owner's representatives (direct beneficiaries) along Superior Court. Notices have been sent to introduce the anticipated SAD road project plan. An informational meeting was also held with the property owner's representatives (beneficiaries) on February 15th, 2022. Additional information was provided to the beneficiaries, including the proposed road work, preliminary project cost estimate, the division of total cost share per property assessed, and the City's anticipated cost share. As a result of this documented due diligence the basic preliminary proceedings of a SAD assignment have been recognized.

Finally, provided in the packet is Resolution No. 1. Adoption of the resolution will provide direction to the City Manager to begin the proceedings of the SAD process. The City will then be able to proceed with the preparation of plans, specifications, and cost estimates for the proposed Superior Court SAD. An estimate of the life of the project, description of the proposed SAD, number of installments to be paid by the beneficiaries, and other pertinent information will be determined and provided to the City Council as the SAD proceedings move forward.

STAFF RECOMMENDATION

Staff recommends approval of the resolution provided regarding the proposed SAD for road improvements to Superior Court.

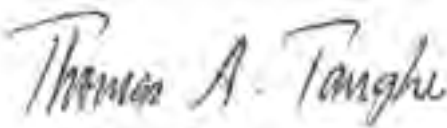
MOTION

Move to approve Resolution No. 1 to Proceed with Preparation of Plans, Specifications, and Cost Estimates for proposed Special Assessment District regarding the repair of and improvements to Superior Court.

EXHIBITS

Exhibit 1 – Resolution

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER

CITY OF AUBURN HILLS

**RESOLUTION TO PROCEED WITH PREPARATION OF PLANS,
SPECIFICATIONS AND COST ESTIMATES FOR A
PROPOSED SPECIAL ASSESSMENT DISTRICT (RESOLUTION NO. 1)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 19th day of February, 2024, the following resolution was offered by Councilperson _____ and supported by Councilperson _____:

WHEREAS, the City is considering the construction of the proposed improvement described below, and the establishment of a special assessment district to defray the cost of such improvement by special assessment against the benefited properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Superior Court; and

WHEREAS, the City Council desires to proceed to the next step of having cost estimates and project description plans and specifications prepared for the project.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Manager shall direct OHM, the City’s registered professional engineers, to prepare plans and specifications for the project, a cost estimate for the project, an estimate of the life of the project, description of the proposed special assessment district, the number of installments in which assessments may be paid and other pertinent information that will permit the City Council to determine the estimated costs, extent and necessity of the project, including the portions to be paid by special assessments upon the properties that are specially benefited by the project and the portion, if any, to be paid by the City. Such information once prepared by OHM shall be filed with the City Clerk, along with the City Manager’s recommendations with respect to the project.

2. No contract or expenditure, except for the cost of preparing the necessary profiles, plans, designs, specifications and estimates of costs described above, shall be made for the project, nor shall any improvements be commenced until the City Council affirms the special assessment roll to defray the costs of the project.

AYES:

NAYES:

ABSENT:

ABSTENTIONS:

CITY OF AUBURN HILLS

RESOLUTION DECLARING TENTATIVE NECESSITY AND TENTATIVE INTENT TO PROCEED WITH PROJECT AND SETTING PUBLIC HEARING (RESOLUTION NO. 2)

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the Council Chambers at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, at 7:00 p.m. on the 18th day of March, 2024, the following resolution was offered by Councilperson _____ and supported by Councilperson _____:

WHEREAS, the City is considering the construction of the proposed improvement described below and the establishment of a special assessment district to defray a portion of the cost of such improvement by special assessment against the benefitted properties; and

WHEREAS, the proposed improvement (“the project”) is the repair of and improvements to Corporate Drive; and

WHEREAS, plans, specifications and cost estimates have been prepared by the City’s engineers, OHM, and have been submitted to the City and filed with the City Clerk, for construction of the project and the City is tentatively considering the establishment of a special assessment district to finance and defray a portion of the costs of the project and the City Manager has recommended that the City Council proceed with the project; and

WHEREAS, the project is designed and intended to specially benefit all of the properties in the proposed special assessment district by repairing and improving Corporate Drive, thereby allowing said property owners better and safer access and travel on said road, preserving property values and protecting said property owners’ and their invitees’ and customers’ vehicles, among other things.

NOW, THEREFORE, it is hereby resolved as follows:

1. The City Council tentatively determines that the project is necessary and that it tentatively intends to proceed with the project and to establish the special assessment district to defray a portion of the costs of the project.

2. The City’s engineers, OHM, who are registered professional engineers, have prepared plans describing the project and a preliminary estimate of the cost of the project in the amount of \$940,000 has now been determined, of which \$940,000 amount it is estimated that approximately \$470,000 will be defrayed by special assessments against the properties in the special assessment district. Such plans and cost estimates have been filed with the City Clerk and the City Manager recommends proceeding with the project.

3. The City Council tentatively designates all of the properties on the list attached to this Resolution as the special assessment district against which a portion of the costs of the project is to be assessed and which will be identified as Special Assessment District No. 9 (the “district”).

4. The City Clerk shall give notice that the City Council shall conduct a public hearing on April 1, 2024 at 7:00 p.m. in the City Hall at 1827 N. Squirrel Road, Auburn Hills, Michigan 48326, for the purpose of hearing statements and objections to the project and to the tentatively established district. Notice of the public hearing shall be published twice in a newspaper published

Property Address	Parcel Number	OwnerName1	Mailing Address	City	State	Zip	LegalDescription	Benefit	Assessment
2611 Superior Ct	02-14-02-201-001	Auburn Bus Park Unit 1 Investment	32 Journey	Aliso Viejo	CA	92656-5329	T3N, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 1 L 22166 P 244 1-4-01 FR 200-018	1	\$ 52,857.14
2631 Superior Ct	02-14-02-201-002	Auburn Bus Park Unit 2 Investment	27750 Stansbury, Ste 222	Farmington Hills	MI	48334-3803	T3N, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 2 L 22166 P 244 1-4-01 FR 200-018	1	\$ 52,857.14
2661 Superior Ct	02-14-02-201-003	Auburn Bus Park Unit 3 Investment	27750 Stansbury, Ste 222	Farmington Hills	MI	48334-3803	T3N, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 3 L 22166 P 244 1-4-01 FR 200-018	1	\$ 52,857.14
2800 Superior Ct	02-14-02-201-004	Auburn Bus Park Unit 4 Investment	27750 Stansbury, Ste 222	Farmington Hills	MI	48334-3803	T3N, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 4 L 22166 P 244 1-4-01 FR 200-018	1	\$ 52,857.14
2660 Superior Ct	02-14-02-201-005	Auburn Bus Park Unit 5 Investment	27750 Stansbury, Ste 222	Farmington Hills	MI	48334-3803	T3N, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 5 L 22166 P 244 1-4-01 FR 200-018	1	\$ 52,857.14
2630 Superior Ct	02-14-02-201-006	Auburn Bus Park Unit 6 Investment	2630 Superior Ct	Auburn Hills	MI	48326	T3N, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 6 L 22166 P 244 1-4-01 FR 200-018	1	\$ 52,857.14
2600 Superior Ct	02-14-02-201-007	Auburn Bus Park Unit 7 Investment	7680 Innovation Way	Mason	OH	45040-9695	T3N, R10E, SEC 2 OAKLAND COUNTY CONDOMINIUM PLAN NO 1319 AUBURN BUSINESS PARK CONDO UNIT 7 L 22166 P 244 1-4-01 FR 200-018	1	\$ 52,857.14

Total Parcels Assessed

7

Grand Total

\$ 370,000.00

Certification of Assessor

I, *William Griffin*, City Assessor, do hereby certify that the roll has been prepared by the Assessor pursuant to the _____, 2024, Resolution of City Council, and that in making the assessments contained in the assessment roll, the Assessor has, as near as may be, according to the Assessor's best judgment, conformed in all respects with the directions contained in the _____, 2024 Resolution of the City Council and the Auburn Hills City Charter and the provisions of Chapter 58 of the Auburn Hills City Code.

Signed _____

Date _____

I hereby certify that on _____, 2024 the City Council of the City of Auburn Hills did confirm the attached special assessment roll.

Signed _____

Date _____



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: MARCH 18, 2024

AGENDA ITEM NO 9E

POLICE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Ryan Gagnon, Chief of Police, Scott McGraw, Deputy Chief of Police
Submitted: March 11, 2024
Subject: Motion – Approval to Purchase Axon Body Worn Cameras, In-car Cameras, Digital Evidence Management System, and Virtual Reality Training Program

INTRODUCTION AND HISTORY

The Police Department currently utilizes Panasonic Body Worn Cameras and In-Car Cameras as well as physical storage of all digital evidence on-site with servers and storage arrays. The MK3 Panasonic Body Worn Cameras have been in use since December 2020, and in-car Panasonic HD cameras have been in use since 2016. In the last year, we have encountered several battery failures that required the department to take the camera out of service and send it out for repair. Additionally, Panasonic stopped producing sync cradles that are integral to its operation with the in-car camera systems.

Since 2016, all digital evidence for the Police Department has been stored on on-site servers and storage arrays. In the Spring of 2023, it was determined that the size of ingested digital evidence was outgrowing our capacity. The Police Department, on average, ingests 1TB (terra byte) of digital evidence a month. Over the last year, additional storage was purchased to max out the servers' capabilities. To put it in perspective, the police department has approximately ten months until the servers and storage arrays are at maximum capacity.

The Police Department wishes to purchase a 10-year subscription at a locked in price with Axon that will supply us with thirty (30) body-worn cameras, twenty-one (21) in-car cameras, two (2) virtual reality training sets, and digital evidence management system (Evidence.com). The subscription includes a hardware refresh every 3 years for body-worn cameras and 5 years for in-car cameras. Additionally, if any of the hardware breaks or malfunctions, they will be replaced at no additional cost.

The subscription also includes Evidence.com, which is their digital evidence management solution. Evidence.com utilizes the Amazon Web Services (AWS) Government Cloud and provides us with unlimited storage and access to all digital evidence. The AWS Government Cloud complies with the Department of Justice's Criminal Justice Information Services (CJIS) security policy. The Auburn Hills Police Department owns all evidence, and no one else can access our digital evidence.

In addition to the hardware and Evidence.com, the subscription is complemented by additional web-based software that will assist in police and records staff efficiency with processing digital evidence. Community request is a feature that allows citizens to securely send digital evidence such as ring doorbell video or photos directly to the incident file in Evidence.com. The video transcription tool and AI Redaction assistant will create efficiencies with the records department for FIOA requests and sending digital evidence to the prosecutor's office. The Respond feature allows supervisors to livestream the in-car camera and body-worn cameras. This feature also alerts the supervisors when the Taser and pistol are drawn from a holster.

The department received a proposal through the Sourcewell Government Cooperative Purchasing Program, which the city has utilized for equipment purchases in the past. The Sourcewell Purchasing Program manages solicitation requirements and offers a network of awarded contracts for capital purchases, such as the requested Axon equipment.

Vendor	Location	First Year Cost	Re-occurring Cost Per yr/10 yrs
Axon Enterprise Inc	Scottsdale, Arizona	\$219,913.78	\$219,913.78

There was \$140,000 approved in the 2023 budget to purchase the Axon equipment and the remaining \$79,913.78 will be taken out of State and Federal Forfeiture Funds.

There will be a \$66,840 annual cost savings from the current budget that will roll into the subscription fee. This money is associated with software, equipment, and maintenance that will be replaced with Axon. In addition to the elimination of the current expenses, there will be increased staff efficiency. Currently, body-worn cameras, in-car cameras, and third-party video must be downloaded and uploaded into our digital evidence management system. If the video needs to be released, our records clerks have to re-download it, redact where appropriate, and then upload it to a Sharepoint for the prosecutor's office or burn it to a flash drive. Evidence.com allows for all videos to be tagged to a case from the body-worn camera or in-car camera. Additionally, third-party video can be easily added with community request links. If the evidence needs to be shared, Evidence.com allows for evidence to be shared by a link to the evidence for downloading and/or viewing, saving valuable time.

There are additional future cost savings to the city by removing our digital evidence from the on-site storage arrays. Currently, the police department digital evidence occupies 66% of the overall digital storage space on the city's storage array. In 2018, the police department purchased a server and additional storage at the cost of \$29,231.68 in anticipation of increased digital evidence. That equipment is at the end of life along with the city's storage array hardware and will need to be replaced. There will be no need to purchase a large upgrade to that equipment by moving our digital evidence to the AWS Government Cloud. The city's storage hardware upgrades from 2014 through 2018 have totaled \$98,962.65. Based on research conducted by I.T. the anticipated replacement cost for that equipment if the police department were to keep digital evidence on-site would be approximately \$250,000.

On March 5, 2024, this proposal was presented to the Public Safety Advisory Committee, and they recommend approval.

STAFF RECOMMENDATION

Staff recommends the approval of Axon to be the vendor used to purchase a 10-year subscription for thirty (30) body-worn cameras, twenty-one (21) in-car cameras, two (2) Virtual Reality Training sets, and associated software.

MOTION

Move to approve Axon as the vendor used to purchase a 10-year subscription for thirty (30) body-worn cameras, twenty-one (21) in-car cameras, two (2) Virtual Reality Training sets, and digital evidence management software for an annual amount not to exceed \$219,913.78, by utilizing \$140,000.00 in the approved 2024 Police Department budget and amend the 2024 Police Department budget to approve the expenditure of state and federal forfeiture funds (\$21,948.93 from 265.314.977.000 and \$57,964.85 from 262-313-977.00) to cover the expense and authorize the City Manager to convey acceptance by purchase order.

I CONCUR:

Thomas A. Tanghe

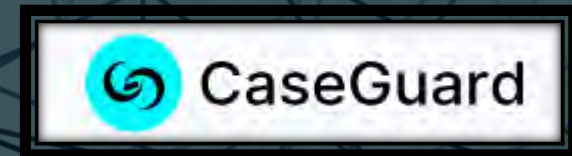
THOMAS A. TANGHE, CITY MANAGER



**AUBURN HILLS POLICE DEPARTMENT
AXON SOLUTION PROJECT**

What we have now...

- Panasonic BWC – MK3
- Panasonic In-car HD Video
- Arbitrator Back-end Video Management
- Caseguard Digital Evidence Management
- On-site server storage
- Input Ace (3rd party video solution)
- ID Guard Redaction Software



Annual Cost

Item	Cost/Year
Caseguard Software	\$9,600
Input Ace Software	\$2,000
BWC Maintenance	\$1,000
Arbitrator Support & Licenses - In-Car	\$2,352
Arbitrator Support & Licenses - BWC	\$3,808
IDGuard Software	\$2,400
IDGuard Server	\$1,000
Arbitrator In-Car Hardware	\$26,040
Arbitrator BWC Hardware	\$13,600
Cradlepoint Modems	\$5,040
Total	\$66,840

Digital Evidence Workflow

Collection – Manage

- BWC Video
- In-Car Video
- Crime Scene Photos
- Scanned Documents
- Cellphone Data
- 911 Audio
- 3rd Party Video

Review – Share

- Cadet pulls video from Arbitrator (1:1 ratio)
- Cadet Uploads into Caseguard (1:1 ratio)
- Records pull digital evidence from Caseguard
- Records redacts where appropriate
- Records will download redacted evidence onto flash drives for FOIA requests
- Records collects digital evidence for Prosecutors and uploads to a SharePoint (download speeds vary)

What we get with AXON

Hardware

- Axon Body 4 (30)
- Body 4 Mounting Solutions
- Axon Fleet 3 In-Car Camera (21)
+ Forward-facing and interior camera
- Axon Signal
- Axon VR Trainer (2 sets)



Integrations

- Evidence.com (60 Pro-Licenses)
- Community Request
- Axon Respond
- Redaction Studio
+ Transcription and AI Assistant
- Axon Investigate
- Axon Performance



Budget and Cost of Axon

- Budgeted - \$140,000
- \$79,913.78 (State and Federal Forfeiture funds)
- 2024 Quote \$219,913.78 yearly
- 10-year subscription
- In May of 2034, we would renew

Auburn Hills gets \$2m state transportation grant to help improve site of Palace Money will be used to improve Lapeer Road near former Palace site



Map showing the former Palace of Auburn Hills site. Courtesy, City of Auburn Hills

By **PEG MCNICHOL** | pmcnichol@medianewsgroup.com

PUBLISHED: March 2, 2024 at 5:26 a.m. | UPDATED: March 2, 2024 at 5:27 a.m.

The state will pay for road improvements to aid redevelopment of the former Palace of Auburn Hills site, according to MDOT.

Michigan's Transportation Economic Development Fund will pay more than \$2 million for better traffic flow on M-24 / Lapeer Road to and from the future General Motors facility. [Auburn Hills](#) and PAH Real Estate are providing 20% matching funds or \$525,800.

Southbound M-24/Lapeer Road will be widened to include more through lanes and right- and left-turn lanes. The work will involve configuring north- and southbound crossovers, new traffic signals, and more access to the I-75 connector ramp.

This type of transportation grant is used to finance public highway, road and street projects critical to moving people and products, including commutes to work and transporting parts and goods.

This project is expected to support an investment of \$278 million in private dollars, creating more than 900 jobs for the three-shift production plant.

Plans for the site include a supplier facility to support the GM Orion Assembly Plant expansion. PAH Real Estate, a subsidiary of Schostak Brothers and Co., will develop the site and GM will lease it.

Redford-based Piston Automotive will operate the facility for GM, pending approval of additional state incentives. Piston Automotive is a subsidiary of Piston Group, founded by former NBA player Vinnie Johnson and one of the largest private, minority-owned automotive suppliers in North America.

"We appreciate MDOT's infrastructure grant for the new Auburn Hills supplier logistics center that will support GM's Orion Assembly plant," said Paris Pavlou, GM's global purchasing and manufacturing services executive director.

Auburn Hills Mayor Brian Marzolf said this stretch of Lapeer Road is a critical thoroughfare where safety can be improved.

"Perhaps most exciting is that this new building will greatly enhance economic vitality as the new plant will serve the needs of the GM Orion Assembly plant and the future of electric vehicles," he said. "Road projects like this connect workers to jobs and provide important links for our communities."

Auburn Hills, MDOT, the county road commission and PAH Real Estate worked together on the infrastructure needs to apply for the transportation grant.

Jeffrey Schostak, president of Schostak Brothers, praised the collaboration, adding that his company is excited and looking forward to breaking ground on the development which is expected to increase daily round trips by 1,000 daily commercial vehicles and more than 2,000 daily passenger vehicles.



Proposed building at the former Palace of Auburn Hills site. Courtesy, City of Auburn Hills

State Sen. Jeremy Moss, a Southfield Democrat, said the project will breathe new life “into this memorable location, creating jobs and continuing to support our vital auto industry while also improving our roads and transportation needs for all.”

State Rep. Brenda Carter, a Pontiac Democrat, said the new jobs and improved roads resulting from this grant will generate millions in private investments and “is great news for the hard-working people in my district, especially.”

MDOT spokesman Mike Frezell said now that the disbursement has been approved, the money will be available after the city and MDOT sign an agreement for the 2024 road project. He said the timeline is two to three months after the city makes a formal request, which is typically close to the project start date.

Michigan lawmakers created the Transportation Economic Development Fund in 1987 and reauthorized the program in 1993 to provide state funding for public roadway improvements to eliminate transportation obstacles to private investment and job creation. This money is spent on projects by MDOT, county road commissions, cities, and villages. Learn more at www.Michigan.gov/TEDF.

Automotive supplier Webasto Americas celebrates its 50th anniversary



Webasto Americas celebrates 50th year anniversary at Auburn Hills headquarters, Feb. 14, 2024. (Photo courtesy of Webasto Americas)

By **KATHY BLAKE** | kblake@medianewsgroup.com | The Oakland Press
March 7, 2024 at 6:00 a.m.

Webasto, a global automotive supplier of roof and electrification solutions, is celebrating its 50-year anniversary in North America.

With the theme, “The Drive to 50—and Beyond,” the company is celebrating with a series of region-wide activities for Webasto Americas’ employees, customers, stakeholders and its communities throughout the year, according to a press release from Webasto Americas, which is headquartered in Auburn Hills.

Founded in Germany in 1901, Webasto Group expanded to the United States on Feb. 14, 1974, when it signed a joint venture agreement with automotive supplier Magna, and then acquired all shares in 2000.

“The founding of our subsidiary in the U.S. was the starting point of a consistent internationalization and thus a very decisive milestone in our company history,” said Holger Engelmann, CEO of Webasto Group.

In recent years, Webasto Americas has grown to approximately 4,000 employees across nine sites including seven manufacturing plants in the U.S. and Mexico.



Webasto Americas’ CEO and President Brad Ring (left) and Board Member and Chief Technology Officer Marcel Bartling (right), at Webasto Americas 50th year anniversary celebration at Auburn Hills headquarters, Feb. 14. (Photo courtesy of Webasto Americas)

“We’ve grown immensely in the last five years, and this is indicative of the momentum we’re experiencing as we mark our anniversary,” said Brad Ring, president and CEO of Webasto Americas.

The company opened the Auburn Hills headquarters location in 2021 and opened two new plants in Michigan in recent years — one in Plymouth in 2020, and the other in New Hudson in 2021.

Webasto Group’s headquarters are in Stockdorf, Germany. For more information, visit www.webasto.com.