

CITY OF INKSTER PLANNING COMMISSION MEETING AGENDA

MONDAY, MARCH 13, 2023

6:30 P.M.

CITY COUNCIL CHAMBERS
OPEN TO THE PUBLIC

- I. ROLL CALL
- II. ADOPTION OF AGENDA
- III. ADOPTION OF MINUTES
 - A. **Adoption of January 23, 2023 Meeting Minutes**
- IV. FIRST HEARING OF THE PUBLIC (*for items not scheduled for a public hearing but on the agenda*)
- V. PUBLIC HEARING(S)
- VI. UNFINISHED BUSINESS
 - A. **Case # 22-33 26260 Stollman (SLU)**
Recommendation of Special Land Use permit for a proposed childcare center for 7-12 children at a residential home located at 26260 Stollman Drive. Due to the number of children in care being proposed a review for a Special Land Use is required.
- VII. NEW BUSINESS
- VIII. MISCELLANEOUS
 - A. Presentation of the Annual Planning Report for 2022 and Annual Action Plan for 2023.
 - B. Discussion of Redevelopment Ready Community action items for certification.
- IX. SECOND HEARING OF THE PUBLIC (*for items not scheduled for a public hearing or on the agenda*)
- X. ADJOURNMENT

CITY OF INKSTER PLANNING COMMISSION MEETING AGENDA

MONDAY, January 23, 2023
6:30 P.M.
CITY COUNCIL CHAMBERS
OPEN TO THE PUBLIC

A regular meeting was held on Monday, January 23, 2023, in the Inkster City Council Chambers, located at 26215 Trowbridge, Inkster, Michigan 48141.

Chairman Chisholm called the meeting to order at 6:36 PM

I. ROLL CALL

Present: Chairman Steve Chisholm, Commissioner Rebecca Daniels, Commissioner Sheryl Hayes-Bradford, Commissioner Daryl Davis, Commissioner Tonia Williams, Mayor Patrick Wimberly, Commissioner Tavan Hall

Absent: Vice-Chair Kimberly Faison, Commissioner Mack Willis (excused)

Quorum Present

Others in attendance: Jane Dixon, (Planning Dept) and Members of the Public

II. ADOPTION OF AGENDA

MOVED by Daniels, seconded by Williams to adopt the agenda as presented with noted corrections

MOTION MADE TO CLOSE PUBLIC HEARING(S): MOVED by Davis, seconded by Williams

III. ADOPTION OF MINUTES

A. Adoption of November 28, 2022 Meeting Minutes

MOVED by Davis, seconded by Daniels

Vote: 7-0, Motion carried.

IV. FIRST HEARING OF THE PUBLIC *(for items on the agenda and not scheduled for a public hearing):*

MOTION MADE TO OPEN FIRST HEARING OF THE PUBLIC: MOVED by Davis, seconded by Daniels

MOTION MADE TO CLOSE FIRST HEARING OF THE PUBLIC: MOVED by Davis, seconded by Williams

Vote: 7-0, Motion carried.

V. PUBLIC HEARING(S)

MOTION MADE TO OPEN PUBLIC HEARING(S): MOVED by Davis, seconded by Wimberly

Vote: 7-0, Motion carried.

A. Case # 22-33 26260 Stollman (SLU)

Public Hearing for a proposed childcare center for 7-12 children at a residential home located at 26260 Stollman Drive. Due to the number of children in care being proposed a review for a Special Land Use is required.

B. Case # 22-36 Phase I - Parcel No. 44-013-05-0008-000 (SLU/PUD)

Public hearing for a proposed redevelopment of Phase I of Lemoyne Gardens to demolish 16 existing townhouses for the construction of a new multiple family apartment structure on a 2.71-acre parcel.

**MOTION MADE TO CLOSE PUBLIC HEARING(S): MOVED by Hayes-Bradford, seconded by Davis
Vote: 7-0, Motion carried.**

VI. **UNFINISHED BUSINESS:** None

VII. **NEW BUSINESS:**

A. Case # 22-33 26260 Stollman (SLU)

Special Land Use permit for a proposed childcare center for 7-12 children at a residential home located at 26260 Stollman Drive. Due to the number of children in care being proposed a review for a Special Land Use is required.

Vote: 0-0, Motion failed

B. Case # 22-36 Phase I - Parcel No. 44-013-05-0008-000 (SLU/PUD)

Preliminary Site Plan review and Special Land Use permit for the proposed redevelopment of Phase I of Lemoyne Gardens to demolish 16 existing townhouses for the construction of a new multiple family apartment structure on a 2.71-acre parcel.

MOVED by Daniels, seconded by Williams

Vote: 7-0, Motion carried

VIII. **MISCELLANEOUS:** None

IX. **SECOND HEARING OF THE PUBLIC** (*for items not on the agenda and not scheduled for a public hearing*):

X. **ADJOURNMENT:** Adjournment made by Chairman Chisholm at 8:34 p.m.

MOVED by Hayes-Bradford, seconded by Williams

Vote: 7-0, Motion carried.

Rebecca J. Daniels, Secretary

Date Adopted: _____

Rebecca J. Daniels, Secretary



MCKENNA

October 31, 2022

City of Inkster
26215 Trowbridge
Inkster, MI 48141

Subject: Special Land Use for a proposed Child Care Facility 7-12 occupants
Location: 26260 Stollman Drive (*Parcel ID 44-016-02-0271-000*)
Zoning: R-1B, One Family Residential District
Project #: SLU 22-33

Dear Commissioners,

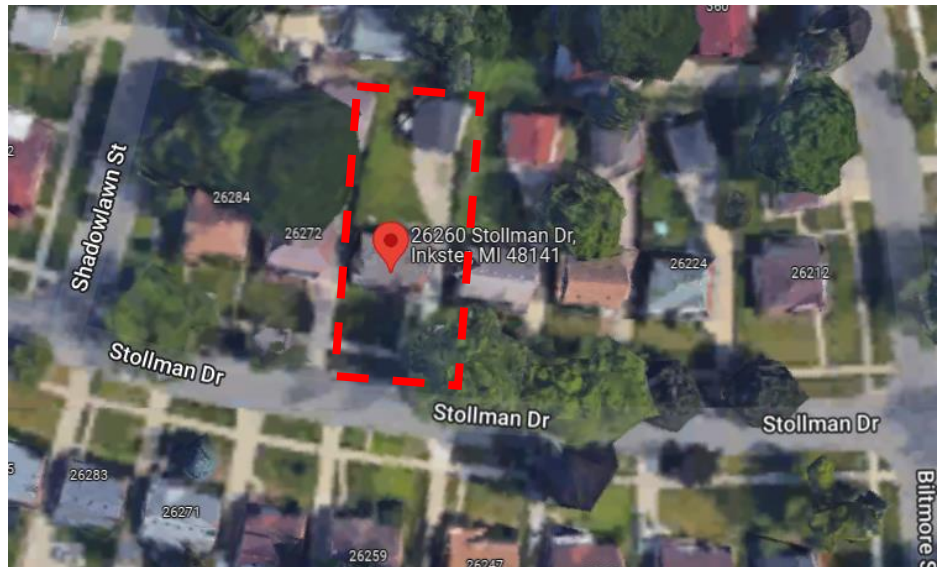
The City of Inkster Planning Department has reviewed the above-referenced Special Land Use application for a proposed childcare center for 7-12 children at a residential home located at 26260 Stollman Drive. Due to the number of children in care being proposed a review for a Special Land Use is required. A public hearing will be held at a City Planning Commission meeting to review the Special Land Use request.

PROJECT SUMMARY

The site is approximately 0.146-acres (Wayne County GIS) and is located on the north side of Stollman Drive, between Shadowlawn Street and Biltmore Street. The site is a residential home. The applicant proposes to use the 944 sq ft residential home for a child care center for 7-12 children. The site is located in the R-1B, One Family Residential District.



Subject site



HEADQUARTERS

235 East Main Street
Suite 105
Northville, Michigan 48167

☎ 248.596.0920
✉ 248.596.0930
MCKA.COM

Communities for real life.



RECOMMENDATIONS

Special Land Use Consideration.

We recommend the Planning Commission consider the applicant's justifications to occupy the property as a childcare center for 7-12 children in care.

Special Land Use Consideration. Pending any comments from the public during the public hearing, we recommend the Planning Commission consider the following motion:

I move to recommend approval of the proposed Child Care Facility, 7 – 12 occupants, to City Council, with the required conditions listed in the Planner's Report

Conditions:

- 1. Provide details regarding number of employees in order for parking calculations to be performed.*

If you have further questions, please do not hesitate to contact us.

Respectfully submitted,

McKENNA

Jane Dixon
Associate Planner

Alicia Warren
Assistant Planner



Special Land Use Review

Standards for Special Land Use are set forth by [Section 155.289](#). This project is reviewed against the City's [Zoning Ordinance](#), [Master Plan](#), existing site conditions, and sound planning and design principles. We offer the following comments for your consideration; underlined items require additional discussion and/or identify outstanding items to be addressed.

1. HARMONY WITH MASTER PLAN

Will be harmonious and in accordance with the general objectives of the Master Land Use Plan.

Findings: In accordance with the 2017 Master Plan, the subject site Future Land Use (FLU) is designated as Low Density Residential. Childcare centers are permitted uses within the residential districts.

2. HARMONY WITH EXISTING CHARACTER

Will be designed, constructed, operated, and maintained in harmony with the existing and intended character of the general area and will not change the essential character of the area.

Findings: No changes are proposed to existing structure, which is generally harmonious with the existing and intended character of the area. We do not believe that traffic incurred during drop-off and pick-up times will exceed normal traffic flow of the minor street.

3. IMPROVEMENT TO THE COMMUNITY

Will represent a visual, physical and economic improvement to the property in the immediate vicinity and to the community as a whole.

Findings: The site is currently utilized as a residential home. However, the applicant has not proposed any visual or physical improvements to the site as it exists today. Given that the proposed use is a childcare center there is no quantifiable economic improvement occurring.

4. ADEQUATE PUBLIC SERVICES AND FACILITIES

Will be served adequately by essential public services and facilities, such as streets, drainage structures, sewer and water infrastructure, police and fire protection and refuse disposal, or that persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately for such services.

Findings: The capacity of the City's infrastructure and services appears to be sufficient to accommodate the proposed institution. We will defer any additional comments regarding this section to the City Engineer, Police Chief, and Fire Chief.

5. SMOKE, FUME, GLARE, NOISE, VIBRATION OR ODOR POLLUTION



Will not involve uses, activities, processes, materials, equipment, and conditions of operation that will be detrimental to any person or property or to the general welfare by reason of excessive smoke, fumes, glare, noise, vibration, odors, traffic generation or other nuisances generated by the proposed use.

Findings: There is no anticipated use that will involve smoke, fumes, glare, odor or sound pollution. While the typical service may provide more noise than other uses the established setbacks and size of the structure adequately limit any potential excesses.

6. REDUCTION OF ECONOMIC VIABILITY

Will not erode or reduce the economic viability of other existing land uses. Consideration shall be given to the compatibility of other existing uses with the proposed use and maintaining land values within the City.

Findings: The subject site is currently utilized and provides economic viability to the surrounding existing land uses. While the proposed use does not necessarily contribute to the general economic viability of the area, we do not believe that the establishment of a childcare center will erode or reduce the economic viability of other existing land uses.

7. EXCESSIVE OR ADDITIONAL COSTS TO PUBLIC SERVICES

Will not create excessive additional requirements at public costs for public facilities and services and will not be determinate to the economic welfare of the community.

Findings: The subject site is not anticipated to create excessive or additional costs to public services. Planning Staff defers to Police and Fire on this finding, as they are most familiar with the impacts of childcare centers on the health and safety of the City, and any associated public costs.

8. CONSISTENT WITH INTENT OF ZONING ORDINANCE

Will be consistent with the intent and purpose of the Zoning Ordinance and comply with all specific standards established for each use.

Findings: The use of the existing building for a childcare center is supported by the intent of the R-1B One Family Residential District. Planning Staff is unable to determine parking needs at this time due to a lack of information from the applicant regarding number of employees and hours of operation.



Additional Use Standards Review

Additional use standards for child care centers are prescribed in the Zoning Ordinance, as noted in the table below. We offer the following comments for your consideration; underlined items require additional discussion and/or identify outstanding items to be addressed.

Use	Zoning Ordinance Use Standards – Applicable Sections
Day Nursery/Child Care Center	155.113

NURSERY SCHOOLS, DAY NURSERIES, AND CHILD CARE CENTERS (§ 155.113)

Petitioner shall comply with all state requirements of Act 47 of Public Acts of 1944, as amended.

Findings: To comply with all state requirements, the Petitioner must receive zoning authorization from the appropriate municipal authority; this is the purpose of the special land use review, and we believe the Petitioner is performing their due diligence.

Joyful Noise

Child Care & Learning Center

Mission/Goal:

As a Child Care/Learning center: We are dedicated to the child's intellectual; physical; spiritual; emotional well being. Our mission is not to babysit your child/children. Our mission is to provide quality care for your children while you are away. Our goal is to become a role model, oriented toward improving the quality of child care for all children and families, regardless of race, creed, color or economic states. I vow to take care of your child/children and ensure that any personnel involved in the activities and care of your children, will be qualified and equipped to provide them with safety, nutritious meals and a great beginning in the educational world.

Services Offered:

******Child Care w/structured learning program***

******Nutritional meal program***

******Drop in service (2 hour notice needed)***

****** Discount rates available***

******Before and after school program***

Joyful Noise

Child Care & Learning Center

Rules and Regulations

- 1. No wild horseplay. Always use walking feet while indoors. (Parents should explain to their young ones that obedience and courtesy are required at all times; instruction and playtime).**
- 2. Children are required to bring in 1 pillow and blanket or sleeping bag for nap time. (Please write your child's name on their items).**
- 3. Parents are encouraged to schedule an appointment once a month to discuss any strengths and weaknesses that need to be addressed concerning your child.**
- 4. All linen must be taken home weekly to be cleaned unless arrangements have been made to have linen cleaned for a small charge.**
- 5. Parents are required to sign a medication approval form in order for any medications to be administered to your child. (No medication will be administered without this form on file; including all prescribed or over the counter medicine).**
- 6. If your child is ill with fever of 101 or above, your child must be picked up by an approved parent or guardian.**
- 7. If your child shows any signs of illness; Vomiting, diarrhea, runny nose (thick mucus), please refrain from bringing your child to the center, other arrangements must be made.**
- 8. If you child has been exposed to any fungus such as ringworm or even pinkeye please notify Joyful Noise immediately. Your child may not return without a doctor's note of approval stating the situation is no longer contagious.**
- 9. Children must have an extra set of clothing in case of an accident (Example shirt, pants, or shorts, socks and underwear).**

10. All monies are due on Friday of each week. (Prepayments are also accepted). The first payment must be prepaid for 2 weeks of service.

11. Upon removing your child from Joyful Noise for an extended period of time, whether it is temporary or permanent a 2 week notice is required. If proper notice is not given you will be responsible for payment of the remaining balance of the payment term.

***Joyful Noise
Child Care & Learning Center
Inc.***

Discipline policy & Procedure

Joyful Noise Child Care & Learning Center Code of Conduct requires all persons involved in rendering care to the children of this establishment to adhere to this policy at all times:

If a child misbehaves, the person in charge is to report the activity that has taken place, and encourage the child to correct him or herself by reminding them of the rule being broken as a means of positive reinforcement.

All persons involved or affiliated with Joyful Noise Child Care & Learning Center, shall refrain from all negative forms of punishment, such as: shaking, biting, pinching, or inflicting any bodily harm, restraining by way of tying or binding up, depriving a child of meals, inflicting any means of punishment as a way of humiliation or shame etc.

In the event that a child does get out of hand and does not attend to instructions given by the caregiver, they will be put in time out. (Taken out of whatever activity in which they are involved for a period of minutes).

If they still do not comply after a couple of times, the parent will be asked to intervene. If there is still no compliance the child could be expelled from the program.

*****NOTE***** All incidents are to be reported to the head caregiver in charge, documented in the child's file, documented in the main disciplinary file and addressed by the caregiver who witnessed the incident.

Joyful Noise

Child Care & Learning Center

Full-Time Fee Schedule

Yearly Registration Fee \$25.00 (non-refundable)

Newborn- 18mths	\$200.00 per week
Infant 19mths-2 1/2years	\$ 180.00 per week
2 1/2years (31 mths)& up	\$ 160.00 per week
Discounts	10% sibling enrolled (full-time care only)

**(If child is not potty trained, refer to infant 2 ½
\$180.00/week)**

Payments are due on Friday of each week. The initial payment must be prepaid for 2 weeks. If payments are not received on schedule a \$10.00 fee per day will be assessed to your account. (No Grace Period).

If your child is absent you are responsible for the full amount of your payment for that week/term. (NO Exceptions).

Children will be allowed 2 sick days per month that will not be charged if proper documentation is received. (example: Doctor's note w/diagnosis).

Sick days do not carryover into the next months. If the sick days are used and properly documented, you will receive a credit for the days used at the time payment is made and recorded. Upon withdrawing your child from Joyful Noise Child Care & Learning Center on a temporary or permanent basis, a 2 week notice is required.

Drop-In Service

\$25.00 first hour (\$5.00 each additional hour)

*****Two hour notice needed for drop-in service**

Your child must be enrolled in the Joyful Noise Program to receive drop-in service. This service requires a fee of \$50 per month to retain a space for your child.

Before and After School Service

Before School Service, consists of hours between 6:00am to 8:30am and After School Service consists of hours from 3:30pm to 6:00pm.

The charge for the service is \$100.00 per week for both

*****Fees for children(am only 6:00a-8:30a)are \$50/week**

*****Fees for children(pm only 3:00p-6:00p)are \$50/week**

The fee includes Breakfast and Afternoon Snack

*****If service is needed on days that children do not have school, that additional charge will be based on the drop-in service rate for that day (see drop-in rates).**

If services are needed for 1 week (5 consecutive days), when school is out refer to the full-time payment of \$160.00 per week.

Families that receive assistance from DHS are always welcome to become a part of the Joyful Noise Family. However any portion of the fee schedule that DHS does not cover will be the full responsibility of the Parent/Gaurdian.

Late Charges

***** All monies are due on specified due dates. Payment for accounts are due on Friday of each week (before services are rendered, unless arrangements have been made to pay by the end of that business day (6:00pm). Any account that is late will be assessed a \$10.00 charge per day, each day that the account is not paid. After a period of 7 days of delinquency the child will be suspended from the program until the account is brought into current status. The payment schedule is based upon a 9 hour day, 5 days per week. You must set a schedule with Joyful Noise at the time of registration, so that proper arrangements and scheduling can be appropriately made for your child/children.**

*****If you arrive late for picking up your child, there will be a \$5.00 charge for every 5 minute interval assessed to your account that will be due at the time of payment term arrangement.**

*****NOTE*** All fees include crafts and learning activities, meals (breakfast, lunch, am and pm Snacks) and Tender Loving Care.**

***Joyful Noise
Child Care & Learning Center
Inc.***

***Tentative Schedule
Of
Daily Activities***

7:00 am – 8:15 am		Breakfast served
8:30 am – 10:00 am	(8:00-8:30 clean up)	Learning activity Coloring or Craft
10:00am- 11:30am		Free play w/snack (snack 10-10:20)
11:30am- 12:00am		Story Time/Discussion
12:00pm- 1:00pm		Lunch
1:30pm- 3:30pm	(1:10-1:30 clean up)	Nap/Quiet time
4:00pm- 5:00pm		Free play/snack (snack 4-4:20)
5:00pm- 6:00pm		Craft/ Movie/ Free play

******NOTE****** Schedule is subject to change without notice due to weather conditions or special projects.

******NOTE****** All Free Play includes both indoor and outdoor play.

Emergency Procedure

In any Emergency situation Joyful Noise Child Care & Learning Center staff and affiliates will follow the following emergency guidelines:

Process:

Step1: Assess Situation

Step2: Call 911

**Step3: Start CPR process (Check Airway,
Breathing and Circulation or ABC)**

Step4: Call Parent and/or Guardian

**Step5: Continue CPR process until paramedics
arrive**

About Your Child

Child's (full) Name _____

Special Nick-name that child may like to be called _____

Child's Age _____ **D.O.B.** _____

**Has your child been cared for in a child-care setting before.
(home/center)?** Yes___ No___ **How long** _____

Briefly describe their experience in this setting: _____

Does your child have a special diet? Yes___ No___

If yes, what does his/her diet consist of? _____

What are some of your child's favorite foods? _____

Does your child have any health allergies? Yes___ No___

If yes, briefly describe _____

Does your child have any limitations Yes___ No___

If yes, what are those limitations? _____

Is there anything in your belief system or religious background that would not like your child to be involved in such as: birthday celebrations or holiday crafts and/or celebrations?

Yes _____ No _____

If yes, please describe. _____

Any additional information that you feel would be beneficial To the care of your child, please comment below.

Overall Acknowledge Form

I, _____, have carefully read all the information located in the Child Care informational packet of Joyful Noise Child Care & Learning Center, Inc.

I have reviewed all policies regarding the Rules & Regulations, Discipline, Scheduling and Fees with the coordinator and I agree to adhere to All policies as written.

I do understand that if any of the policies of Joyful Noise Child Care & Learning Center, Inc. are broken on my behalf and/or the behalf of my child, that I risk the possibility of my child being expelled from the program and fees being owed.

If there are any problems or disagreements that may arise, I agree to sit down with the coordinator and discuss any and all solutions that may benefit my child.

I agree to cooperate to the fullest extent and work with the Child Care providers of Joyful Noise Child Care & Learning Center, Inc. to the benefit of my child's best interest.

Parent

Signature _____

Caregiver

Signature _____

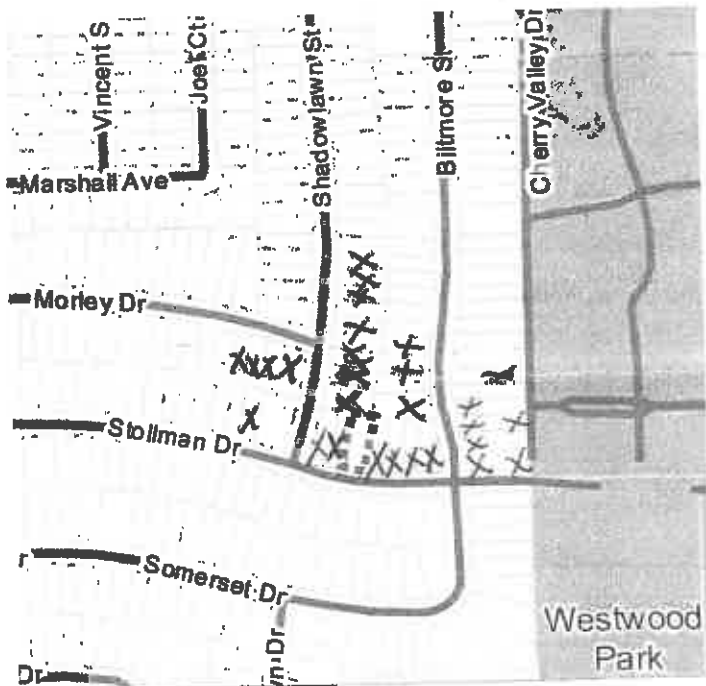
Date _____

NOTICE OF PUBLIC HEARING
CITY OF INKSTER, WAYNE COUNTY, MICHIGAN

RE: Case No. 22-33 (SLU)

In accordance with and pursuant to the Michigan Zoning Enabling Act, Act 110 of 2006, as amended, notice is hereby given that the City of Inkster Planning Commission will hold a public hearing on **Monday, January 23, 2023 at 6:30 p.m.** Information to join the meeting can be found at City Hall located at 26215 Trowbridge, Inkster, Michigan, 48141 or at www.cityofinkster.com. The purpose of this hearing is to consider a special land use to allow for the establishment of residential child daycare business in the R-1B, Single Family Residential District in the City's northeast quadrant. Charnell Flournoy is the applicant. The site is located on the north side of Stollman Drive, east of Shadowlawn Street and west of Biltmore Street, and is identified as:

TAX ID(s): 44-016-02-0271-000



26260 Stollman
Ty Rone Mosley
1740 Wellsley
Basement 944 sq. ft.
House
Garage 440 sq. ft.
1284

Public comments are invited. Persons unable to attend the public hearing may send their comments in writing to the attention of the City of Inkster Planning Department, 26215 Trowbridge, Inkster, Michigan, 48141. Comments will be received through 12:00 noon, Monday, January 23, 2023. Please reference Case No. 22-36 (SLU) in all correspondence.

The City of Inkster will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the public hearing to individuals with disabilities upon five business days written notice. Individuals with disabilities requiring auxiliary aids or services should contact the City of Inkster at 313.563.9770.

Verna Chapman
Inkster City Clerk

PUBLISH BY: January 6, 2023

Planning Department • 313.563.9760

Meeting Jan 23, 2022 - 630pm. Please Com
to voice opinions.

pg. 1

We the citizens, of Inkster, sign this petition, to keep a business out of our residential area. We have a community, and seniors and working class, and mostly home owners. We will not let our community be overtaken, to rent houses for businesses.

Name	Address
Tony Ben Mayblin	273 Shadowlawn
Linda Quezada	26412 Morley St
Bonnie Kiger - Paul	325 Shadowlawn
Beverly Hall	26448 Morley Cr
Timothy Abram	26447 Morley St
William (Clay)	26521 Morley St
Tammy Narumore	26528 Morley St
Mary Hough	26528 Morley St
Michelle	26475 Morley
Theresa Ellington	76285 Hallman Dr
Mary Sandy	415 Beechmore St
James (Ellington)	26586 Somerset
Mark (Ellington)	26272 Stollman Dr.
Nick Tate	385 Billmore
Louise Rogers	395 Billmore St.
Louise Rogers	395 Billmore
Dorothy A. Kowal	26759 Stollman Dr
Myra S. Kowal	26259 Stollman Dr
Myra S. Kowal	26407 Stollman Dr
HELEN MAYCOCK	26271 Stollman Dr
THOMAS MAYCOCK	26271 Stollman Dr
SEAN MAYCOCK	26450 Stollman Dr
Delonice Ross	26588 Stollman Dr
Pamela Nikolas Pargulenko	26523 Stollman Dr
Michael Pargulenko	26523 Stollman Dr
Sarah Pargulenko	285 Shadowlawn St
MAHA MUSTAFA	285 Shadowlawn St
Sarah Karcen	285 Shadowlawn St
Monica Mami	264 Shadowlawn St
Pyan Liedel	254 Shadowlawn St
PETE BERN	245 Shadowlawn
Denise Benin	245 Shadowlawn
Yajaira Rodriguez	245 Shadowlawn

Name Address Pg. 2

Kylie Thurmond

182 Shadowlawn

Deborah Storte 1412 W. River Park Dr. Inkster

Sylvia Gell 26412 Stollman Inkster

Paul Kilgore 325 Shadowlawn

Fanny Patrinescu 335 Shadowlawn

~~Kyle Gell~~ 26438 Stollman Inkster

Eric Weiss 26230 Stollman Inkster

Daniel Mome 26284 Stollman

City of Inkster Planning Dept.
26215 Trowbridge
Inkster, MI 48141

RE: Case No. 22-33 (SLU) To consider residential area for a business operation

Hello To Planning Commission:

The purpose of this letter is to convey comments of a business operating on the residential street of Stollman Dr. This comment prays to please DENY land use of a business operation on a residential street. The following are reasons why:

- Inkster has a plethora of vacant properties/land in commercial-zoned areas that can be used to operate a business and parking...You should not allow a business in a residential area, disrupting the quiet enjoyment of a residential neighborhood
- This property appears too small for a business where children can occupy...has only 1 bathroom, no exclusive area for children, no escape route from the basement, kitchen is very small, backyard is very limited, no parking for the numerous employees and owner cars
- Only the North of side of street is for parking, ordinance/signs in place...potential of daily violations, traffic tie-ups due to drops-offs and pick-ups causing "Standing" on both sides and in resident's driveways
- This action could open the potential for widespread abuse of residential areas being used for commercial businesses, which is undesirable...this is a Residential neighborhood Not commercial
- Traffic daily, over the speed limit driving down Stollman Dr into the Westwood park entrance at the end of Stollman Dr...it is not safe even for the children who already live and play on Stollman Dr; Not safe to permit the addition of *business* traffic
- The traffic is observed over speed limit down Stollman Dr coming around East and West from Biltmore St...not safe even for the children who already play; not safe to add *business* traffic
- The traffic is observed daily over speed limit down Stollman Dr coming around from North Shadowlawn St...not safe even for the children who already play; not safe to add *business* traffic

Regards,


Helene Maycock
Stollman Dr., resident

January 23, 2022

Honorable Mayor and Council
City of Inkster
26215 Trowbridge
Inkster, Michigan 48141



2022 ANNUAL REPORT AND 2023 WORK PLAN

CITY OF INKSTER, MICHIGAN

Introduction and Purpose

In accordance with Michigan Compiled Laws §125.3819(2) also known as the Michigan Planning Enabling Act PA 33 of 2008, as amended, McKenna has prepared the following annual written report to the City Council concerning the operations and status of Planning Commission activities in 2022, as well as recommendations regarding City planning and development actions for 2023.

Membership, as of December 2022

We thank the following Planning Commission members for their time, commitment, and good work:

- Steven Chisholm, Chair
- Kimberly Faison, Vice-Chair
- Rebecca Daniels, Secretary
- Patrick Wimberly, Mayor
- Darryl Davis, City Appointee
- Tavan Hall
- Tonia Williams
- Sheryl Hayes-Bradford
- Mack Willis

2022 Meetings

The Planning Commission met fifteen times in 2022. The meetings are typically scheduled for the second and fourth Mondays of the month, at 6:30 PM, in the City Council Chambers, unless otherwise required by the State. All meetings are held in compliance with the Open Meetings Act, PA 267 of 1976, as amended.

1. Monday, January 10, 2022
2. Monday, February 14, 2022
3. Monday, February 28, 2022
4. Monday, March 14, 2022
5. Monday, March 28, 2022
6. Monday, April 11, 2022
7. Monday, May 23, 2022
8. Monday, June 13, 2022
9. Monday, June 27, 2022
10. Monday, July 25, 2022
11. Monday, August 8, 2022
12. Monday, September 12, 2022
13. Monday, September 26, 2022
14. Monday, October 24, 2022
15. Monday, November 28, 2022

2022 IN REVIEW



The following tables show project applications that were reviewed by the Planning Commission in 2022 along with their status as of December 2022.

Special Use and Site Plan Reviews

Location/Name	Description	Status	Date
Case # 21-17, 21-16 Hookah Lounge and Restaurant 364 Inkster Road	Special Use: Special use of site for hookah lounge and restaurant in the B-2, Thoroughfare Mixed Use District	Approved	07/25/2022
Case # 21-21 Rezoning B-3 to M-1 28440 Reynolds Avenue	Rezoning Text Amendment: Proposed rezoning from B-3, General Business District to M-1, Light Industrial District.	Approved	02/14/2022
Case # 20-29, 20-30, 20-31, 20-32 Marijuana Cultivation and Processing 26227 Trowbridge Road	Site Plan: Extension for cultivation and processing facility in the M-1, Light Industrial District	Approved	03/14/2022
Case # 22-08, 22-07 Adult Use Marijuana Retailer & Drive-Thru Restaurant 29225 - 29245 Michigan Avenue	Special Use & Site Plan: Proposed drive-thru restaurant and adult use marijuana retailer in the B-3, General Business District	Approved	06/13/2022
Case # 21-19, 21-20 Adult Use Marijuana Retailer 30007 Michigan Avenue	Special Use & Site Plan: Proposed adult use marijuana retailer in the B-3, General Business District	Approved	06/13/2022
Case # 22-05 Rezoning B-3 to M-1 3000 Middlebelt Road	Rezoning Text Amendment: Proposed rezoning from B-3, General Business District to M-1, Light Industrial District	Applicant Rescinded Application following Public Hearing	06/27/2022
Case # 21-23 Storage Yard 2911 Ash Street	Special Use: Proposed storage yard in the M-1, Light Industrial District	Approved	07/25/2022
Case # 22-16, 22-15 Adult Use Marijuana Retailer and Medical Marijuana Provisioning Center 29899 Michigan Avenue	Special Use & Site Plan: Proposed adult use marijuana retailer and medical marijuana provisioning center in the B-3, General Business District	Approved	07/25/2022

Location/Name	Description	Status	Date
Case # 22-11, 22-10 Adult Use Marijuana Retailer and Medical Marijuana Provisioning Center 29709 Michigan Avenue	Special Use & Site Plan: Proposed adult use marijuana retailer and medical marijuana provisioning center in the B-3, General Business District	Approved	06/27/2022
Case # 22-20, 22-19 Adult Use Marijuana Retailer and Medical Marijuana Provisioning Center 26201 Michigan Avenue	Special Use & Site Plan: Proposed adult use marijuana retailer and medical marijuana provisioning center in the B-3, General Business District	Approved	06/27/2022
Case # 22-14, 22-13 Adult Use Marijuana Retailer and Medical Marijuana Provisioning Center 1444 Inkster Road	Special Use & Site Plan: Proposed adult use marijuana retailer and medical marijuana provisioning center in the B-2, Thoroughfare Mixed-Use District	Approved	06/27/2022
Case # 22-23 Rezoning B-3 to M-1 28550 Reynolds Avenue	Rezoning Text Amendment: Proposed rezoning from B-3, General Business District to M-1, Light Industrial District.	Approved	09/26/2022
Case # 22-24, 22-25 Marijuana Cultivation and Processing Facility and Armored Vehicle Terminal 28440 - 28550 Reynolds Avenue	Special Use & Site Plan: Proposed marijuana cultivation and processing facility and armored vehicle terminal	Approved	09/26/2022
Case # 22-27, 22-26 Marijuana Microbusiness 30191 Michigan Avenue	Special Use & Site Plan: Proposed marijuana microbusiness in the B-3, General Business District	Approved	09/26/2022
Case # 22-28 Religious Institution 646 Inkster Road	Special Use: Proposed religious institution in the B-2, Thoroughfare Mixed-Use District	Approved	10/24/2022
Case # 22-36, 22-37 Multifamily Housing Lemoyne Gardens	Site Plan: Replacement of existing multifamily housing units in Lemoyne Gardens	In Progress	11/28/2021

Other Project Reviews

Location/Name	Description	Status	Date
Family Skating Rink 3415 Middlebelt Road	Sign Permit: Installation of wall sign.	Approved	02/01/2022
Oak Street Health 27155 Cherry Hill Road	Sign Permit: Installation of wall sign.	Approved	03/28/2022
Metro City Auto Group 26266 Michigan Avenue	Sign Permit: Installation of wall sign.	Approved	04/28/2022
Loud Headz Hookah, Tobacco & Vape Shop 181 / 191 Middlebelt Road	Sign Permit: Installation of wall sign.	Approved	05/09/2022
UNLOC 25907 Trowbridge Road	Sign Permit: Installation of wall and ground sign.	Approved	10/19/2022

Location/Name	Description	Status	Date
Sam Real Estate Holdings 29406 Michigan Avenue	Sign Permit: Installation of ground sign.	Approved	11/21/2022
315 N. Provisioning Center 26831 Michigan Avenue	Sign Permit: Installation of wall sign.	Approved	12/21/2022
In & Out Beauty 203 Henry Ruff Road	Re-occupancy	Approved	02/09/2022
Media Production 341 Inkster Road	Re-occupancy	Approved	02/14/2022
Barber Shop 1120 Middlebelt Road	Re-occupancy	Approved	03/25/2022
28664 Michigan Avenue	Re-occupancy	Approved	04/18/2022
191 Middlebelt Road	Re-occupancy	Approved	04/18/2022
Workshop and Showroom 25910 Michigan Avenue	Re-occupancy	Approved	05/09/2022
Appliance Resale 1086 Inkster Road	Re-occupancy	Approved	05/09/2022
Soccer Stadium 27077 South River Park	Re-occupancy	Approved	05/11/2022
26863/26905 Michigan Avenue	Re-occupancy	Approved	05/18/2022
Restaurant 315 Inkster Road	Re-occupancy	Approved	08/29/2022
Videogame Resale Shop 1128 Middlebelt Road	Re-occupancy	Approved	08/29/2022
Payment Center and Smoke Shop 27271 Cherry Hill Road	Re-occupancy	Approved	09/30/2022
Technical Training Center 1082 Inkster Road	Re-occupancy	Approved	10/19/2022
General Retail 1090 Inkster Road	Re-occupancy	Approved	10/28/2022
Mental Health Wellness Center 1250 Middlebelt Road	Re-occupancy	Approved	11/05/2022
Case #22-30 Residential Variance Accessory Structure 336 Helen Street	Dimensional Variance	Approved	10/06/2022
Case #22-35 Dimensional Variance 646 Inkster Road	Dimensional Variance	Approved	12/01/2022

The Planning Department also undertook a number of special initiatives, detailed below.

Marijuana Ordinance

The Planning Department undertook a complete revision of Chapter 124 Marijuana Business Licensing as well as Chapter 155 Zoning Code as it relates to Marijuana related uses. The revisions incorporate social equity requirements for all marijuana businesses. In addition, the zoning requirements have been streamlined to more easily administer by creating a “green zone” between Henry Ruff and Middlebelt. Use related standards have also been added to allow designated consumption establishments as well as special events. Additional standards have been added to reduce any odor associated with businesses. The amendments were prepared with the input of the Planning Commission through multiple working sessions at regular meetings. The Planning Commission recommended approval and adoption of the amendments to City Council at the November 28, 2022 meeting. The City Council is awaiting action at this time.

Parks and Recreation Master Plan

The 2009-2014 Parks and Recreation plan for the City of Inkster was adopted in 2009 and was outdated. The Michigan Department of Natural Resources (DNR) requires 5-year community parks and recreation plans to be eligible for the Michigan Natural Resources Trust Fund and the federal Land and Conservation Fund. Under federal funding, additional grants are available to local units of government. Planning Staff began work to update the 5-year plan in September. After working with the Parks and Recreation Commission, staff, and residents, the updated plan was adopted at the January 3, 2023 City Council Meeting. This allows the plan to be submitted to Plans must be submitted to the DNR by February 1, making the City eligible for Michigan Natural Resources and Federal Land and Conservation grants.

Parliamentary Procedure Training

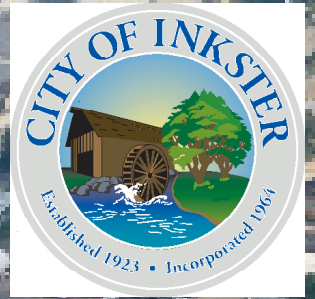
Planning Staff coordinated City-wide training for all boards and commissions from the Michigan Municipal League (MML) on proper parliamentary procedure for public meetings. Through McKenna funding specialists from the MML presented to a joint meeting on September 12, 2022 for all public officials.

Updated Applications, Fee Schedules, and Processes

Planning Staff updated the Department’s applications for Site Plan, Special Land Use, Reoccupancy, Zoning Authorization and Zoning Verifications. Working with the City’s Engineers, Planning Staff also created comprehensive checklists for both preliminary and final site plan approval. In order to make these processes more accessible to applicants staff also developed flowcharts highlighting the steps required to “cross the finish line” by achieving a Certificate of Occupancy. In order to better align the cost of development reviews incurred to the City the Department’s fee schedule was updated. The Planning Department also began tracking all projects using Trello giving staff a quick, real-time assessment of the status of any project. Monthly meetings between Engineering, Public Services, and Building were established to allow increased knowledge of any issues with projects.

Redevelopment Ready Certification

As part of a continued effort seeking the Essentials Certification from the Michigan Economic Development Corporation planning staff along with the Planning Commission continued to work towards the required benchmarks. Commissioners Faison, Williams, and Daniels undertook the creation of an ad-hoc committee, recruiting other members from various boards and commissions. This committee met regularly and continues to address necessary action items, bringing the City significantly closer to Certification.



LOOKING AHEAD: PLANNING AND ZONING IN 2023

The Planning Commission and Planning and Community Development Department are responsible for the long-range planning projects and programs of the City.

The following projects, plans, and studies are recommended for the Planning Commission's workplan throughout 2023 to continue to build on the community's character and promote a viable business environment and high quality of life, enjoyed by residents and visitors alike.

REDEVELOPMENT READY CERTIFICATION

In 2022, key members of the Inkster Planning Commission formed an ad-hoc committee to oversee Redevelopment Ready Certification for the City. The ad-hoc Committee, Planning Commission, Council and city staff will continue to collaborate on action items to achieve the Essentials Certification.

Estimated Cost: \$1,000 - \$3,000 per benchmark item (dependent on staff's level of involvement)

ECONOMIC DEVELOPMENT STRATEGIES

Planning staff should work with the Planning Commission, City Council and City Administration to draft economic development strategies that encourage infill development. By prioritizing infill development the City could experience increased property values for residents and businesses, economic stabilization of neighborhoods, reduction in crime, and benefits to health and quality of life. Staff will identify priority infill development areas, expedite review processes, incentivize development, and create partnerships.

Estimated Cost: \$10,000 - \$12,000



CROSS DEPARTMENTAL PROCESS(ES)

Continue to establish and strengthen cross departmental relationships between Planning, Building, and Engineering. Collaborate to further develop processes for preliminary site plan approval and final site plan approval. The Planning Department will better utilize BS&A software to track planning applications and to process fees online.

ZONING ORDINANCE AMENDMENTS

We recommend pursuing updates to the Zoning Ordinance, focusing on overall document organization, administrative processes, general development standards - including landscape regulations - code enforcement mechanisms, district regulations, and special use standards (e.g., marijuana). While staff records comments on how to improve the Ordinance during day-to-day engagement with it, we recommend a full diagnostic review to determine the scope of the update; the update can be pursued in conjunction with the Master Plan update. We recommend making the Ordinance as 'lean' as possible, creating a friendly environment for developers and eliminating confusion for businesses and residents. Following an update of the Master Plan, the Ordinance may be revisited to create standards for any new districts identified in the Plan.

Estimated Cost: \$5,000 for diagnostic review, plus \$1,500 - \$3,000 per section update

Request for Action

A proactive work program can help maintain a quality community, and we look forward to working with the City Council as it actively seeks to preserve and grow its economic base. If we can answer any questions or provide additional information regarding the services we offer, please do not hesitate to contact us any time at (248) 596-0920. Thank you.

Respectfully submitted,

McKENNA

Jane Dixon
Associate Planner



MASTER PLAN REVIEW AND UPDATE

The Master Plan for the City of Inkster was adopted in 2017. The MPEA requires municipalities to update their Master Plan every five years but gives local bodies flexibility in the update process. We recommend one of the approaches below to updating the Plan. The scope of work will depend on the extent of changes the City feels are needed to the Plan as well as the level of public engagement that is desired.

Option 1: 5-Yr Review and Affirmation of Plan. With this option, the Planning Commission would undertake a review of the current Master Plan through a series of working meetings (these can be scheduled during regular PC meetings or as separate Committee meetings) to determine the relevancy of the Plan. Upon a finding that the Plan is substantially still valid, the Commission would reaffirm the Plan for an additional 5-years.

Estimated Cost: \$5,000 - \$8,000 (dependent on number of working sessions)

Option 2: 5-Yr Review and Master Plan Amendment. This option would still begin with Planning Commission review of the Plan, except the Planning Commission would identify and develop specific amendments to the Plan. Amendments can be minor in scope, such as revising the Future Land Use Map and Zoning Plan or be focused on adding a new section to the plan, like a subject area plan. If desired, this process may include a public workshop or other type of public engagement.

Estimated Cost: \$15,000 – 20,500, plus \$3,000 per public engagement