



AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

AUGUST 2025

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
6	Election Commission	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
6	Planning Commission	7:00 PM	Council Chamber 1827 N. Squirrel Road
11	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
12	Tax Increment Finance Authority	4:00 PM	Fieldstone Golf Course 1984 Taylor Rd.
14	Zoning Board of Appeals	7:00 PM	CANCELLED
18	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
19	Brownfield Redevelopment Authority	6:00 PM	CANCELLED
25	Downtown Development Authority	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
26	Public Safety Advisory Committee	5:00 PM	Public Safety Building 1899 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.



AUBURN HILLS MEETING SCHEDULE

248-370-9402 | WWW.AUBURNHILLS.ORG

SEPTEMBER 2025

DAY	TITLE	TIME	LOCATION
8	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
8	Library Board	7:00 PM	Auburn Hills Public Library 3400 Seyburn Drive
8	Downtown Development Authority	5:00 PM	Administrative Conference Room 1827 N. Squirrel Road
9	Tax Increment Finance Authority Informational Meeting	4:00 PM	Administrative Conference Room 1827 N. Squirrel Road
10	Pension Board	3:00 PM	Administrative Conference Room 1827 N. Squirrel Road
10	Retiree Health Care	Immediately following the Pension Board meeting	Administrative Conference Room 1827 N. Squirrel Road
10	Planning Commission	7:00 PM	Council Chamber 1827 N. Squirrel Road
11	Zoning Board of Appeals	7:00 PM	Council Chamber 1827 N. Squirrel Road
16	Brownfield Redevelopment Authority	6:00 PM	Administrative Conference Room 1827 N. Squirrel Road
22	City Council Workshop	5:30 PM	Administrative Conference Room 1827 N. Squirrel Road
22	City Council Meeting	7:00 PM	Council Chamber 1827 N. Squirrel Road
30	Election Commission	5:30 PM	Council Chamber 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.



CITY OF AUBURN HILLS
MONDAY, AUGUST 18, 2025
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, August 4, 2025

4b. City Council Regular Meeting Minutes, August 4, 2025

5. APPOINTMENTS AND PRESENTATIONS

5a. Administration of oath to Firefighter Andrew Lajoie

5b. Promotion of Brittany Ebersole to the rank of Lieutenant

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. Brownfield Redevelopment Authority, July 15, 2025

7a2. Planning Commission, August 6, 2025

7b. Motion – To approve the installation of digital radar speed signs in City right of way.

7c. Motion – To approve the budget amendment increasing the 2025 General Fund Fire Administration Appropriations and Revenue.

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Motion – To approve the Site Plan and Tree Removal Permit / Brose Parking Lot Addition.

9b. Motion – To adopt the Age-Friendly Auburn Hills Y2025-2030 Action Plan.

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: AUGUST 18, 2025

AGENDA ITEM NO 4A

CITY COUNCIL



CITY OF AUBURN HILLS

CITY COUNCIL WORKSHOP

DRAFT MINUTES

AUGUST 4, 2025

CALL TO ORDER & Mayor Marzolf at 5:30 PM

PLEDGE OF ALLEGIANCE:

LOCATION:

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

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

Absent: None

Also Present: City Manager Tanghe, Assistant City Manager Skopek, City Attorney Kelly, City Clerk Pierce, Police Chief Gagnon, Asst Fire Chief Robinson, DPW Director Baldante, Mgr of Public Utilities Deman, Finance Director/Treasurer Schulz, Deputy Treasurer Jones, Accountant Lines and Moss, Asst to the Manager Hagge, Engineer Driesenga

0 Guests

Workshop Topic: Capital Improvement Plan Review

Mr. Baldante presented the Capital Improvement Projects for 2026-2030. He reviewed the number of roads, water and sewer mains, manholes, catch basins and hydrants and explained the maintenance program in place for each asset. He then reviewed the long-term capital improvement projects, projects to municipal properties, roads, water/sewer, pathways and parking lots and the available funding sources. He noted that the parking garage extension is the largest project planned in 2026

Mr. Baldante discussed the Paser rating of the roads, which average a 5.4 rating. He stated that the City is doing a good job maintaining the roads, but it is costly. He remarked that the roads with a lower Paser rating cannot be extended too much more.

Discussion ensued regarding the construction in the downtown area. It was noted that The Webster is scheduled to be completed in February, 2026, then the parking deck extension and Grey Rd work can begin. The renovations to The Den, which is to be a companion piece to the Public Square, include public restrooms and structural work.

The meeting adjourned at 6:32 PM.

Brian W. Marzolf, Mayor

Laura M. Pierce, City Clerk



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 18, 2025

AGENDA ITEM NO 4B

CITY COUNCIL



CITY OF AUBURN HILLS REGULAR CITY COUNCIL MEETING **DRAFT** MINUTES

AUGUST 4, 2025

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, McDaniel, and Verbeke

Absent: None

Also Present: City Manager Tanghe, Asst City Manager Skopek, City Attorney Kelly, City Clerk Pierce, Police Chief Gagnon, Asst Fire Chief Robinson, Recreation & Senior Services Director Adcock, Finance Director/Treasurer Schulz, Deputy Treasurer Jones, DPW Director Baldante, Community Engagement Mgr Passalacqua, Program Coordinator Monroy, Asst to the Mgr Hagge, Engineer Driesenga

9 Guests

A workshop session was held prior to the regular City Council meeting at 5:30 PM. Workshop Topic: Capital Improvement Plan Review

4. APPROVAL OF MINUTES

4a. City Council Regular Meeting Minutes, July 21, 2025

Moved by Knight, Seconded by Ferguson.

RESOLVED: To approve the City Council Regular Meeting Minutes of July 21, 2025.

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

No: None

Resolution No. 25.08.122

Motion Carried (7 - 0)

5. APPOINTMENTS AND PRESENTATIONS

5a. Motion – To confirm the appointment of Christopher A. Stepp to the position of Recreation Director, effective October 1, 2025, as recommended by the City Manager.

Mr. Skopek explained that Mr. Stepp is being hired to replace the Recreation and Senior Services Director as she is retiring from this position.

Moved by Ferguson, Seconded by Verbeke.

RESOLVED: To confirm the appointment of Christopher A. Stepp to the position of Recreation Director, with a start date of September 17, 2025, and an effective date for the role of Recreation Director of October 1, 2025.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke
No: None

Resolution No. 25.08.123

Motion Carried (7 - 0)

5b. Motion – To confirm the appointment of Jacqueline Monroy to the position of Senior Services Director, effective October 1, 2025, as recommended by the City Manager.

Mr. Skopek explained that Ms. Monroy is being promoted to this position as the Senior Services Director as the current Director is retiring from this position.

Moved by Fletcher, Seconded by McDaniel.

RESOLVED: To confirm the appointment of Jacqueline Monroy to the position of Senior Services Director, effective October 1, 2025.

VOTE: Yes: Ferguson, Fletcher, Hawkins, Knight, Marzolf, McDaniel, Verbeke
No: None

Resolution No. 25.08.124

Motion Carried (7 - 0)

6. PUBLIC COMMENT

David Sanders, 224 Juniper St., questioned if there was wi-fi in the downtown area. Mr. Skopek stated that there is no longer wi-fi in the downtown due to reliability, security and too many users causing a overflowing of the internet.

7. CONSENT AGENDA

7a. Board and Commission Minutes

7a1. Tax Increment Finance Authority, July 8, 2025

7a2. Elected Officials Compensation Commission, July 28, 2025

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

7b. Motion – To approve a five-year extension to the Independent Contractor Agreement with Assessment Administration Services, L.L.C. (AAS) for Assessing Services.

RESOLVED: To adopt the attached resolution summarizing the modifications to the current Agreement and authorize the Mayor and City Clerk to sign the resolution on behalf of the City. Furthermore, AAS shall be required to provide to the City a signed Hold Harmless Agreement and an ACORD certificate meeting the city's insurance requirements prior to the start of the extension beginning on October 1. (Attachment A)

7c. Motion – To receive and file the Mariner Consulting 2nd quarter Cash Management Investment Performance Review.

RESOLVED: To receive and file the Mariner Consulting 2nd quarter Cash Management Investment Performance Review.

7d. Motion – To adopt the Abandoned Property for Accelerated Forfeiture Act Public Act 132 of 1999.

RESOLVED: To adopt the attached resolution allowing the City to participate in the Accelerated Tax Foreclosure Process. (Attachment B)

7e. Motion – To receive and file the Salary and Benefits Resolutions recommended by the Elected Officials Compensation Commission.

RESOLVED: To receive and file the Salary Resolution and Benefits Resolution as recommended by the Elected Officials Compensation Commission on July 28, 2025. (Attachment C & D)

7f. Motion – To designate Andrew Hagge, Assistant to the City Manager, as the official representative for the City of Auburn Hills to cast the vote at the annual meeting of the Michigan Municipal League on September 17, 2025.

RESOLVED: To designate Andrew Hagge, Assistant to the City Manager, as the official representative for the City of Auburn Hills to cast the vote at the Annual Meeting of the Michigan Municipal League on September 17, 2025.

Moved by Verbeke, Seconded by Ferguson.

RESOLVED: To approve the Consent Agenda.

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

No: None

Resolution No. 25.08.125

Motion Carried (7 - 0)

8. UNFINISHED BUSINESS

9. NEW BUSINESS

9a. Motion – To change the dates of the November and December City Council meetings.

Ms. Pierce presented the need to change the dates of the City Council meetings due to a conflict with the new election laws. The current meeting date will allow time for the County Canvassing Board to certify the election. With this change, November 17th would become the new date that the Elected Council Members would take office.

Moved by Verbeke, Seconded by Fletcher.

RESOLVED: To change the November 10th City Council meeting to November 17th and to change the December 1st City Council meeting to December 8th.

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

No: None

Resolution No. 25.08.126

Motion Carried (7 - 0)

10. COMMENTS AND MOTIONS FROM COUNCIL

Mr. Knight shared that residents are complaining that the splash pad is not on long enough.

Ms. Verbeke commented on the railroad work taking place at Joslyn Road and Brown Roads. The work started sooner than the City was aware. She thanked staff for adjusting and making the announcements in a timely manner.

Mayor Marzolf thanked staff for the presentation during the workshop.

11. CITY ATTORNEY REPORT

12. CITY MANAGER REPORT

13. ADJOURNMENT

Moved by Fletcher, Seconded by Hawkins.

RESOLVED: To adjourn the meeting.

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

No: None

Resolution No. 25.08.127

Motion Carried (7 - 0)

The meeting was adjourned at 7:23 PM.

Brian W. Marzolf, Mayor

Laura M. Pierce, City Clerk



ATTACHMENT A

CITY OF AUBURN HILLS
1827 N. SQUIRREL ROAD
AUBURN HILLS, MI 48326
248.370.9402
WWW.AUBURNHILLS.ORG

RESOLUTION EXTENDING THE AGREEMENT BY AND BETWEEN THE CITY OF AUBURN HILLS & ASSESSMENT ADMINISTRATION SERVICES, L.L.C.

WHEREAS, an Agreement exists between the City of Auburn Hills and Assessment Administration Service, L.L.C. (AAS) dated September 28, 2020, which provides for staff and service level requirements provided by AAS to the City, and

WHEREAS, the parties to this Agreement wish to extend it for an additional five (5) years with modifications as spelled out below, and

WHEREAS, these modifications to the existing Agreement are as follows:

- Section 1. Effective Date. The effective date of the extended Agreement shall be October 1, 2025.
- Section 2. Term. The term shall be five years, with an expiration of 11:59 p.m. on September 30, 2030.
- Section 3. Retention of Contractor.
 - (a) – (i) *no change*
 - (j) shall be modified to five days per week, with one or a combination of two MMAO (Level 4) Assessors
 - (k) shall be modified to require one MAAO (Level 3) Assessor and one MCAT (Level 1) staff member or above
 - (l) – (r) *no change*
- Section 4. Independent Contractor. no change
- Section 5. Contractor's Compensation.
 - (a) October 1, 2025 – September 30, 2026 (\$28,333.00/month)
 - (b) 3.00% annual increase. October 1, 2026 (\$29,183.00/month), October 1, 2027 (\$30,058/month), October 1, 2028 (\$30,960.00/month), and October 1, 2029 (\$31,889.00/month)
 - (c) *no change*
- Section 6. Proprietary Information. no change
- Section 7. Termination.
 - (a) *no change*
 - (b) *no change*
 - (c) shall be modified as follows: Notwithstanding . . . shall remain at all times during the term of this extension. The language from "subject to and conditioned upon caused by any such outcome" shall be deleted.
- Section 8. Indemnity and Insurance. *no change*
- Section 9. Arbitration and Limitation of Actions. *no change*
- Section 10. Entire Agreement. *no change*
- Section 11. Counterparts. *no change*
- Section 12. Miscellaneous Representations. *no change*

- Signature Page: Brian Marzolf, Mayor. Remaining signatures – *no change*.

NOW, THEREFORE BE IT RESOLVED, that the foregoing modifications are made to the existing Agreement expiring on September 30, 2025, and such modifications shall be in full force and effect for the duration of the extension covering the period October 1, 2025, to 11:59 p.m. on September 30, 2030.

BE IT FURTHER RESOLVED that all other provisions contained within the existing Agreement that are not modified as indicated in this Resolution, shall remain unchanged.

Signed on this, the 4th day of August, 2025.

Brian Marzolf
Mayor

Laura Pierce
City Clerk



ATTACHMENT B

CITY OF AUBURN HILLS
1827 N. SQUIRREL ROAD
AUBURN HILLS, MI 48326
248.370.9402
WWW.AUBURNHILLS.ORG

**RESOLUTION FOR THE CERTIFICATION OF ABANDONED PROPERTY
FOR ACCELERATED FORFEITURE ACT (PUBLIC ACT 132 OF 1999)**

At a regular meeting of the City Council of the City of Auburn Hills, Oakland County, Michigan, held in the City Council Chamber at 1827 N. Squirrel Road, Auburn Hills, MI 48326 at 7:00 PM, on the 4th day of August, 2025, the following resolution was offered by Council Member _____ and seconded by Council Member _____:

WHEREAS, the governing body City of Auburn Hills determines that parcels of abandoned tax delinquent property exists;

WHEREAS, abandoned tax delinquent property contributes to crime, blight, and decay within the City of Auburn Hills;

WHEREAS, the certification of tax delinquent abandoned property as Certified Abandoned Property will result in the accelerated forfeiture and foreclosure of certified property under the General Property Tax Act and return abandoned property to productive use more rapidly, thereby reducing crime, blight, and decay within the City of Auburn Hills.

NOW, THEREFORE BE IT RESOLVED that the Auburn Hills City Council hereby notifies residents and owners of property within the City of Auburn Hills that abandoned tax delinquent property will be identified and inspected and may be certified as Certified Abandoned Property under the certification of the Foreclosure under the General Property Tax Act.

AYES:

NAYES:

ABSENT:

ABSTENTIONS:

RESOLUTION _____

STATE OF MICHIGAN)
COUNTY OF OAKLAND)

I, the undersigned, the duly appointed City Clerk for the City of Auburn Hills, Oakland County, Michigan do hereby certify that the foregoing is a true and complete copy of a resolution adopted at a regular meeting of the Auburn Hills City Council held on the 4th day of August, 2025.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this _____ day of August, 2025.

Laura M. Pierce, City Clerk

ATTACHMENT C



ELECTED OFFICIAL COMPENSATION COMMISSION

2025 SALARY RESOLUTION FOR ELECTED OFFICIALS Auburn Hills Elected Officials Compensation Commission

At a duly called meeting of the Elected Officials Compensation Commission of the City of Auburn Hills, Oakland County, Michigan, held in the Administrative Conference Room at 1827 North Squirrel Road, Auburn Hills, Michigan 48326 on July 28, 2025 at 6:00 PM,

The following resolution was offered by Commission Member Casey and seconded by Commission Member Walker:

WHEREAS, the Auburn Hills Elected Officials Compensation Commission has reviewed the salary of the Mayor, the Mayor Pro Tem and the City Council Members of the City of Auburn Hills as established by this Commission in 2005 and continued in 2007, 2009, 2011, 2013, 2015, 2017, 2019, 2021 and 2023;

WHEREAS, upon said review of the existing salaries and comparable data for local elected officials in Oakland County, the Auburn Hills Elected Officials Compensation Commission hereby determines that the salaries of officials elected to, re-elected to or continuing to serve in office following the November 2025 Election, shall be unchanged, effective following that date:

THEREFORE, IT IS HEREBY RESOLVED, that:

- The Mayor of the City of Auburn Hills, so sworn following the November 2025 Election, shall receive an annual salary of \$10,800.
- The Mayor Pro Tem and City Council Members of the City of Auburn Hills, so sworn following the November 2025 Election, shall receive an annual salary of \$8,105.

The Commission's determination of salary for Elected Officials of the City of Auburn Hills shall be effective as stated herein, unless rejected by a two-thirds vote of City Council within thirty (30) days from the date this resolution is filed with the City Clerk.

THEREFORE, IT IS HEREBY RESOLVED, that the Commission's determination of salary for Elected Officials of the City of Auburn Hills shall be as stated above.

AYES: 4 (Casey, Klemanski, Thomas, Walker)

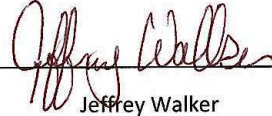
NAYES: None

ABSENT: 2 (Moniz, Westover)

COMPENSATION COMMISSION MEMBERS



Patrick Casey



Jeffrey Walker



John Klemanski

ABSENT

Ron Moniz

ABSENT

Clinton Westover



Sonya Thomas

ATTACHMENT D



ELECTED OFFICIALS COMPENSATION COMMISSION

2025 BENEFITS RESOLUTION FOR ELECTED OFFICIALS Auburn Hills Elected Officials Compensation Commission

At a duly called meeting of the Elected Officials Compensation Commission of the City of Auburn Hills, Oakland County, Michigan, held in the Administrative Conference Room at 1827 North Squirrel Road, Auburn Hills, Michigan 48326 on July 28, 2025 at 6:00 PM, the Auburn Hills Elected Officials Compensation Commission reviewed the benefits of the Mayor, Mayor Pro Tem and the City Council Members of the City of Auburn Hills.

The following resolution was offered by Commission Member Walker and seconded by Commission Member Thomas:

WHEREAS, the Auburn Hills Elected Officials Compensation Commission has discussed the existing benefits of the Elected Officials of Auburn Hills, and upon completion of such discussion, the Commission has hereby determined that benefits of prior elected officials, officials elected, re-elected or continuing to serve in office following the November, 2025 Election shall continue to be modified per the resolution in July, 2015.


- Effective November 3, 2015, for Officials elected on or after November 2, 1999 and who elect to purchase health care, such benefits shall be equal to those levels of the Non-Union employees of the City and shall be modified at the same time as they are modified for Non-Union employees without action by the Compensation Commission.
- Effective November 3, 2015, any current serving Official not receiving medical benefits for which they are eligible and who wishes to elect them may do so at current benefit levels of the Non-Union employees and shall continue to receive them equal to those levels of the Non-Union employees of the City and shall be modified at the same time as they are modified for Non-Union employees without action by the Compensation Commission.
- Effective November 3, 2015, retired Officials elected prior to November 2, 1999 and receiving medical benefits for which they are eligible, shall continue to receive them equal to those levels of the Non-Union employees of the City and shall be modified at the same time as they are modified for Non-Union employees without action by the Compensation Commission.
- Effective November 5, 2019, Elected Officials elected prior to November 3, 2015 and who continue to serve and are eligible for the employee 401K contribution, may elect to have that contribution redirected to a 457 deferred compensation plan.



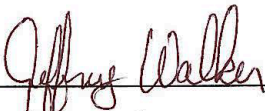
THEREFORE, IT IS HEREBY RESOLVED, that the Commission’s determination of benefits for Elected Officials of the City of Auburn Hills shall be as stated above.

AYES: 4 (Casey, Klemanski, Thomas, Walker)
NAYES: None
ABSENT: 2 (Moniz, Westover)

COMPENSATION COMMISSION MEMBERS



Patrick Casey



Jeffrey Walker



John Klemanski

ABSENT
Ron Moniz

ABSENT
Clinton Westover



Sonya Thomas



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 18, 2025

AGENDA ITEM NO 7A1

BROWNFIELD REDEVELOPMENT AUTHORITY

“Not Yet Approved”
CITY OF AUBURN HILLS
BROWNFIELD REDEVELOPMENT AUTHORITY MEETING

July 15, 2025

CALL TO ORDER: Mr. Slocum called the meeting to order at 6:09 p.m.

ROLL CALL:

Present:	Knight, Schaar, and Slocum
Absent:	Schindler, Hopper
Also Present:	Stephanie Carroll, Economic Development Manager; Megan Napier, AKT Peerless
Guests:	None

LOCATION: Auburn Hills City Hall, Administrative Conference Room- 1827 North Squirrel Road, Auburn Hills, MI 48326

PERSONS WISHING TO BE HEARD

None.

APPROVAL OF MINUTES

Item 3a. Brownfield Redevelopment Authority Regular Meeting Minutes – May 20, 2025.

Moved by Mr. Schaar to approve the May 20, 2025, minutes as presented.

Seconded by Mr. Knight.

Yes: Knight, Slocum and Schaar

No: None

Motion Carried

4. CORRESPONDENCE AND PRESENTATIONS

a. Ms. Napier reviewed updates related to Galloway Creek and the Clinton River quarterly testing. She indicated that the second quarter round of testing was consistent with the results of all previous quarters. Mr. Knight asked if the Board, given the consistency of the test results over the past few years, could reduce the testing from quarterly to annually. Ms. Napier responded that the Board can absolutely reduce the locations and frequency, and if anything changes, the Board could change it again. Ms. Carroll suggested that we finish out 2025 and evaluate the timing and locations for 2026.

b. Ms. Carroll indicated that there is a proposal under new business to assist in writing an EPA grant application for 2041 Auburn Road.

c. Ms. Napier reported that all the wells have been abandoned on 3180 Auburn Road. As a condition of the closure, AKT Peerless mobilized to the site on May 27 through May 29 and properly abandoned 21 monitoring wells (17 groundwater and four soil gas monitoring wells). She will send a report next week to Ms. Carroll.

FINANCIAL REPORT

Item 5a. FY 2025 Adopted Budget and YTD Summary -June 30, 2025.

Ms. Carroll presented the financial report for the period ending June 30, 2025. She stated that approximately 50% of the budgeted tax increment revenue has been received, and the AHBRA has spent 23% of its budget to date for FY2025.

Chairman Slocum asked if it would be possible to get what was spent in 2019. Ms. Carroll indicated she would get the information and send it to the Board.

Moved by Mr. Schaar to receive and file the Brownfield Redevelopment Authority financial report for the period ending June 30, 2025.

Seconded by Mr. Knight.

Yes: Knight, Slocum and Schaar

No: None

Motion Carried

UNFINISHED BUSINESS

None

NEW BUSINESS

Item 7a. Proposal for Work Order PF-37605- Proposal for EPA Brownfield Cleanup Grant Application Assistance for 2041 Auburn Road

Ms. Carroll presented a proposal from AKT for grant application assistance for EPA grant funding. She noted that these grants are a critical tool for cleanup, and an EPA grant would enable us to initiate cleanup activities on the site that require immediate attention. If the proposal is approved, Ms. Napier noted that AKT can begin compiling all the necessary information for the application, enabling us to present a compelling case for funding. Applications are due around Thanksgiving, and awards will be made in 2026.

Moved by Mr. Knight to approve work order PF-37605 in the amount of \$13,500.00 for EPA Brownfield Cleanup Grant Application Assistance and authorize the Executive Director to execute the work order on behalf of the Authority.

Seconded by Mr. Schaar.

Yes: Knight, Slocum, and Schaar

No: None

Motion Carried

DIRECTOR UPDATES

None

BOARD MEMBER COMMENTS

None

ADJOURNMENT

There being no objections, the Brownfield Redevelopment Authority Board of Directors meeting adjourned at 7:10 p.m.

Stephanie Carroll
Executive Director



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 18, 2025

AGENDA ITEM NO 7A2
PLANNING COMMISSION



CITY OF AUBURN HILLS PLANNING COMMISSION MINUTES **NOT YET APPROVED**

August 6, 2025

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

ROLL CALL: Present: **Carolyn Shearer, Darlene MacMillan, Jack Ferguson, Cynthia Pavlich, Raymond Saelens, Sam Beidoun, Dominic Patrus, Greg Ouellette**
Absent: Dominick Tringali
Also Present: Director of Community Development Steve Cohen, Director of Recreation and Senior Services Karen Adcock, and Senior Services Program Coordinator Jacqueline Monroy
Guests: 7

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

3. PERSONS WISHING TO BE HEARD

4. APPROVAL OF MINUTES – May 7, 2025

Moved by Beidoun to approve the minutes of May 7, 2025.

Second by Saelens.

VOTE: Yes: Shearer, MacMillan, Ferguson, Pavlich, Saelens, Beidoun, Patrus, Ouellette
No: None Motion Carried (8-0)

Mr. Ouellette welcomed new Planning Commissioner Patrus to his first meeting.

5. PETITIONERS

5a. Brose Parking Lot Addition (7:01 p.m.)

Public Hearing/Motion – Recommendation to City Council for Site Plan and Tree Removal Permit approval to expand the parking at the facility.

This is a request from Brose North America to construct an additional 75 parking spaces at its North American headquarters facility located at 3933 Automation Avenue.

The new parking area will expand the facility's overall parking capacity to 420 spaces. In addition to landscaping, the applicant will install lighting and monitored security cameras in the new parking area for the safety of its employees. The facility's main parking lot will be restriped to add one additional barrier-free parking space, as required by the Zoning Ordinance.

The project requires 54 replacement trees. Only 24 replacement trees will be planted on the site because of limited space, as the site is heavily wooded. The financial equivalent of the remaining 30 trees will be paid into the City's Tree Fund before the start of tree removal from the site.

Kenneth Kappler, Brose North America, Inc., 3933 Automation Ave., Auburn Hills, MI 48326 and **Mason Brown, Mason L. Brown & Associates, 2708 Bridle Road, Bloomfield, MI 48304** were available to answer any questions of the Commission.

The Commission asked about the following:

1. Does the applicant own the surrounding property;
2. Why the parking lot was not shifted to the south;
3. The number of employees at this location;
4. The type of business conducted by Brose;
5. The total number of employees;
6. The design and capacity of the retention pond;
7. Clean up of the retention pond.

Mr. Kappler stated that Brose owns the property all the way to I-75. The location of the parking lot was chosen to impact the fewest number of trees. Mr. Kappler stated that there will be approximately 400 employees at this location after their back-to-work initiative becomes effective. Brose is an automotive supplier and has thousands of employees in their North American locations, with 28,000-30,000 employees worldwide.

Mr. Brown explained that the original retention pond was designed with more capacity than necessary. For this reason, there will be no additional load on the existing retention pond. The retention pond will be cleaned up as needed. Mr. Cohen explained that OHM will monitor the clean-up that is required on all new renovation projects.

Mr. Ouellette opened the public hearing at 7:09 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:09 p.m.

Moved by Beidoun to recommend to City Council approval of the Site Plan and Tree Removal Permit for Brose North America, Inc. subject to the conditions of the City's Administrative Review Team.

Second by Saelens.

VOTE: Yes: Saelens, MacMillan, Beidoun, Patrus, Pavlich, Shearer, Ferguson, Ouellette

No: None **Motion Carried (8-0)**

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS

7a. Presentation by Karen Adcock and Jackie Monroy – Age-Friendly Auburn Hills Y2025-2030 Action Plan

Karen Adcock, Director of Recreation and Senior Services, and Jacqueline Monroy, Age-Friendly Planning Assistant/Senior Services Program Coordinator, provided an overview of the Y2025-2030 Age-Friendly Action Plan.

They highlighted the following action items that will be implemented by City departments, with assistance from partners such as Oakland University's HOP UP PT program and Rochester Christian University's nursing students:

Domain: Communication & Information

- Reorganize the Senior Support Services website to more effectively showcase the resources available to seniors in Auburn Hills.
- Better advertise the new resident packet to new Auburn Hills residents.
- Make the printed newsletter compliant with upcoming ADA laws.
- Create and circulate magnets with important City information.
- Include a director in the newsletter with information on what each department does. Use the directory for the main phone line to get residents to the right departments.

Domain: Social & Civic Participation

- Improve the promotion of all transportation options.
- Explore a partnership with higher education between students and older adults to earn college credits in exchange for chore services.
- Create a City citizens academy for Auburn Hills residents to meet and understand every department.
- Explore partnerships with a local school district for a senior swim program.

- Increase the number of nature programs.
- Redesign one of the current parks to be more inclusive of different abilities.

Domain: Public Safety & Emergency Preparedness

- Increase scam education for all ages.
- Explore an initiative to improve house identification.
- Provide emergency preparation classes for Auburn Hills residents.
- Provide personal safety and self-defense classes for all ages.
- Create a fillable, tear-out emergency plan worksheet in the newsletter that residents can complete with their households.

Moved by Patrus to adopt and recommend the adoption to the City Council of the Age-Friendly Auburn Hills Y2025-2030 Action Plan.

Second by Saelens.

VOTE: Yes: Pavlich, Shearer, Saelens, MacMillan, Beidoun, Patrus, Ferguson, Ouellette

No: None Motion Carried (8-0)

7b. Motion – Adopt the Y2024-2025 Auburn Hills Planning Commission Annual Report

The following are highlights from the Y2024-2025 Planning Commission Annual Report:

- The Commission held eight meetings and recommendations were made to the City Council on 16 development-related items.
- Notable projects included:
 - The Learning Experience;
 - Oakland Christian School – Parking Expansion;
 - Westcast Industries, Inc.;
 - Alo's Sports Bar;
 - 975 South Opdyke Self Storage Redevelopment PUD;
 - Chillbox Corporate Headquarters;
- Text Amendments to the Zoning Ordinance
 - Zoning standards in preparation for the planned extension of the municipal parking structure in the Downtown;
 - Off-street parking, based on recommendations of the February 2024 Downtown Parking Study;
 - Amending PUD standards;
 - Multi-family residential developments in the T&R District.
- Green Infrastructure Vision Map.
- Revised Architectural Design Policy.
- City of Auburn Hills 2025 Residential Build-Out Analysis and Future Growth Study.
- City of Auburn Hills Housing Policy Statement
 - Increase Opportunities for Homeownership
 - Preserve the Character of Established Large-Lot Neighborhoods
 - Consider Population Growth in Non-Residential Areas Where Appropriate
- Support Staff Training – Mr. Cohen participated in several training opportunities in 2024 and 2025 to further advance his skills and maintain Certification Maintenance credits for the current reporting period. Devin Lang attended the *Michigan Chapter of the American Planning Association Conference* in Grand Rapids from September 25-27, 2024.
- Commission Training – Members Beidoun, Ferguson, and MacMillan attended the *Michigan Chapter of the American Planning Association Conference* in Grand Rapids in September 2024. Member Ferguson also participated in a MAP seminar on managing risk.

- Planning Activities per City Council's Y2025-2026 Strategic Goals & Objectives
 - Explore options for industrial redevelopment within the community.
 - Continue to foster development along the M-24/Opdyke Road Corridor.
 - Focus redevelopment efforts on TIFA, city-owned, and private properties.
 - Continue to keep Auburn Hills friendly and livable for all ages and abilities.
 - Pursue redevelopment opportunities and incentivizing redevelopment; plan for potential changes with existing commercial properties.
 - Explore opportunities for repurposing hotels.
 - Leverage to the greatest degree our natural resources, parks, pathways and waterways.

Moved by Pavlich to adopt the Y2024-2025 Auburn Hills Planning Commission Annual Report.

Second by MacMillan.

VOTE: Yes: Beidoun, MacMillan, Pavlich, Patrus, Saelens, Shearer, Ferguson, Ouellette

No: None Motion Carried (8-0)

8. COMMUNICATIONS

8a. Planning Michigan Conference 2025 in Kalamazoo/October 22-24, 2025

Mr. Cohen stated that four members of the Planning Commission may attend the conference per the City's budget..

Moved by Pavlich to send Mr. Beidoun, Ms. MacMillan, Mr. Ferguson, and Mr. Patrus to the Planning Michigan Conference in Kalamazoo this October.

Second by Shearer.

VOTE: Yes: Shearer, Pavlich, Beidoun, MacMillan, Patrus, Saelens, Ferguson, Ouellette

No: None Motion Carried (8-0)

Mr. Ouellette again welcomed Mr. Patrus to the Commission. Mr. Patrus introduced himself and shared his background.

The Commission was invited to attend the celebration of the retirement of Karen Adcock, Director of Recreation and Senior Services, which will be held on Wednesday, October 1, 2025 from 1:00 p.m. to 3:00 p.m.

9. NEXT SCHEDULED MEETING

The next scheduled meeting is on Wednesday, September 10, 2025 at 7:00 p.m. in the Auburn Hills Council Chambers.

10. ADJOURNMENT

There being no further business, Chairperson Ouellette adjourned the meeting at 7:51 p.m.

Submitted by:

Susan McCullough, MiPMC III, CMC

Recording Secretary



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 18, 2025

AGENDA ITEM NO 7B

POLICE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Ryan Gagnon, Chief of Police
Submitted: August 13, 2025
Subject: Motion – To Approve the Installation of Digital Radar Speed Signs in City Right of Way

INTRODUCTION AND HISTORY

Over the past several years, the Police Department has successfully utilized digital radar speed signs to help reduce speeding and enhance traffic safety in both downtown and residential areas. These signs provide motorists with real-time feedback and visual alerts when they exceed posted speed limits. Public response to the signs has been overwhelmingly positive, and traffic complaints have decreased in areas where they have been installed.

The signs currently in use have proven reliable, even during winter months, and enhance the perception of safety by showing that speed monitoring is an active priority for both the community and the Police Department.

At its meeting on August 12, 2025, the Tax Increment Finance Authority (TIFA) approved the purchase of five new digital radar speed signs from Radarsign LLC. The signs will be installed in TIF District D at the following locations:

- Southbound Cross Creek Pkwy, north of High Meadow Cir.
- Westbound Cross Creek Pkwy, west of Valleyview Dr.
- Eastbound High Meadow Cir., west of HIROTEC America
- Northbound High Meadow Cir., near US Farathane
- Southbound Five Points Dr., near 3385 Five Points Dr.

The Police Department has previously purchased signs from Radarsign LLC and has been satisfied with their quality, performance, and customer service.

STAFF RECOMMENDATION

Staff recommend approval to install five new digital radar speed signs in the city's right-of-way at the locations listed above.

MOTION

Move to approve the installation of five radar speed signs, purchased by the Tax Increment Finance Authority from Radarsign LLC, in the city right-of-way at the locations listed in this memorandum.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



TC-600 RADAR SPEED SIGN

SPECIFICATIONS



Vandal
Resistant



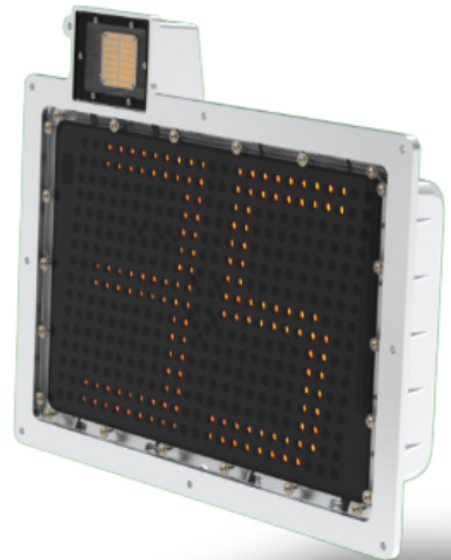
Stealth Mode



Wifi Enabled



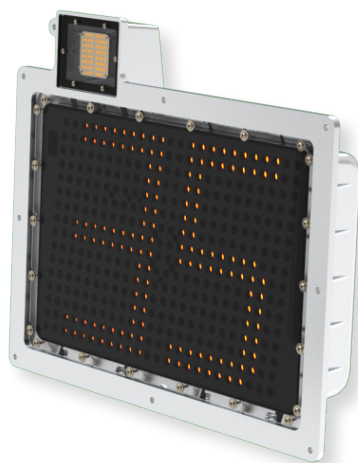
Data without
Recurring Fees



Engineered in the USA | MUTCD Compliant Radar Speed Signs | Certified Quality System ISO 9001:2015

TC-600 RADAR SPEED SIGN

SPECIFICATIONS



RADAR SPEED SIGN

LED Display	13" Tall digits visible up to 600 feet ; Ideal for road speeds 5 mph – 60 mph. Super bright amber LEDs in full matrix LED design with adjustable brightness.
BeamTech Bashplate™	Heavy duty aluminum shield over LED display for the ultimate in vandal resistant protection. Design features integrated reflectors that increase pixel fill and amplify LED intensity.
Vandal Resistant Cover	1/4" thick polycarbonate panel over display area that is abrasion, graffiti, and shatter resistant
Blue Blinky™	Radarsign's proprietary blue LED in the center of display; blinks to show the sign is powered and active.
Radar – <i>FCC pt. 15 Compliant; No license required.</i>	K Band, Single Detection Doppler Radar Beam: Width: 12°; Height: 24° Vehicle Detection: Up to 1200 feet Speed Detection: 5 – 127 mph (accuracy +/- 1 mph)
Sign Housing – <i>IP65, NEMA 4 Compliant</i>	Dimensions: 18.5"H x 26.25"W x 5"D Material: Aluminum (0.1875" Thick) Construction: Non-sealed, ventilated
Mounting	Stainless steel mounting bracket and hardware included for poles up to 4.5" OD
WiFi Connectivity	The radar speed sign generates its own WiFi signal. This enables management of the sign via smartphone, tablet, or laptop. Software updates are delivered Over-the-Air (OTA) directly to the sign.
Operating Temp.	Minimum: -40°F; Maximum: 160°F
Standard Scheduler	Allows the user to program the radar sign to operate on a recurring weekly schedule. Equipped with 4 customizable, recurring weekly events. Includes a default setting to manage the sign's behavior when none of the 4 events are activated.
Warranty	Two years on parts and labor, one year on batteries. Does not cover malicious abuse, theft, or damage due to unauthorized modification.

OPTIONAL ADD-ONS

Advanced Scheduler	Web based interface accessed via WiFi on a browser. Features multi-year programming scheduler. Controls radar speed sign and display content.
StreetSmart Data and Reporting – <i>No Recurring Fees</i>	One-time lifetime license fee per sign. Includes 35 customizable charts and graphs. Users can view and download radar-recorded traffic data.
Radarsign Cloud™ with Cellular Connectivity	Modem built into the sign enables cloud access for remote management. Available in 1 or 2 year agreements. Enables uploads of StreetSmart traffic data to cloud* <i>*StreetSmart data license required</i>

TC-600 RADAR SPEED SIGN SPECIFICATIONS

'YOUR SPEED' FACEPLATE OPTIONS



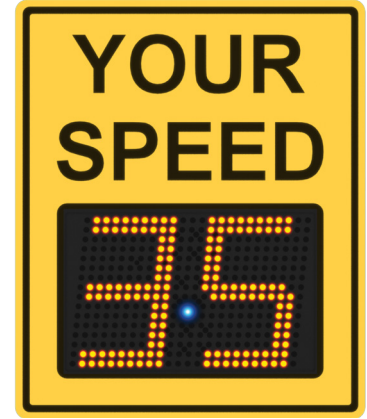
PLAQUE – 30" X 24"
MUTCD 11th Edition Compliant

Approved for Multi-Lane and Single-Lane usage when paired with a regulatory speed limit sign.



SIGN – 30" X 36"
MUTCD 11th Edition Compliant

Approved for Multi-Lane and Single-Lane usage without regulatory speed limit sign.



SIGN – 28" X 33"

Great for residential and privately owned roads. Can be used with or without a regulatory speed limit sign.

DISPLAY FEATURES

INCLUDED		OPTIONAL DISPLAY UPGRADES	
Stealth Mode	Sign display appears inactive to drivers while continuing to collect traffic data.	Custom Messaging Package	Create custom display messages Allows for 2 text lines, 7 characters each Includes all message alerts Managed with Radarsign's Advanced Scheduler ⚠️ Not compatible with cellular, WiFi-Only
Possum Switch™	Sign 'plays dead' for 30 minutes when sustaining force. Stops or reduces the length/severity of vandalism attempts.	Message Alerts - Included in the Custom Messaging Package. Available for individual purchase if the package is not selected.	SCHOOL ZONE SHARP CURVE Left Chevrons (<<) Right Chevrons (>>) Smiley Face THANK YOU - ⚠️ WiFi-Only FINE \$XXX - ⚠️ WiFi-Only
Max Speed Cut Off	Reduces 'sign racing' by the speed display appearing inactive at user determined high speed.	Strobes - Available for individual purchase.	Simulated Camera Flash & White
Display Flash Rates	Default: 55 – 60 fpm; Slow: 90 fpm; Fast: 140 fpm		Police Flash (Alternating Red/Blue)
Message Alerts	SPEED, SLOW DOWN, TOO FAST, Enhanced Font (Bold)		Strobe Bundle (Police Flash and White Simulated Camera Flash)

POWER OPTIONS

SOLAR		AC	
Solar Panel	Standard: 50w - Optional Upgrades: 80w, 100w, 120w	Power Supply	Hard wire to 100 VAC – 240 VAC
Backup Power Supply	Dual 12V 18 A/H AGM batteries support up to 12 days of backup.	Power Consumption	< 2.0 amps (24w) at maximum display intensity and < 0.5w in idle mode
Power Charge Log	Logs solar output and battery charge status Accessible via WiFi or cellular	Circuit Breaker	Multi-circuit; 10 amp fuse



1220 Kennestone Circle, Suite 130, Marietta, GA 30066

radarsign.com | info@radarsign.com | 678-965-4814



CITY OF AUBURN HILLS CITY COUNCIL AGENDA

MEETING DATE: AUGUST 18, 2025

AGENDA ITEM NO 7C

FIRE DEPARTMENT

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Adam Massingill, Fire Chief;
Submitted: August 13, 2025
Subject: Motion – Approve Budget Amendment Increasing the 2025 General Fund Fire Administration Appropriations and Revenue

INTRODUCTION AND HISTORY

In 2024, purchase orders 258592, 258593 and 258594 were posted to fund the modernization projects at Fire Station 1, 2, and 3 with Shaw Construction for total of \$3,317,450. At the end of 2024, these purchase orders were appropriately requested to be carried forward; however, the approval did not include an amendment for 2025 to increase the 2025 budget with the funds previously approved in 2024 to accommodate the delayed expense. Similarly, the grant to help fund this renovation also should be reflected in the budget as it is anticipated to be received upon completion of the renovations. The Fire Department requests to increase the 2025 general fund fire administrative budget to accommodate the modernization projects approved in the prior year.

STAFF RECOMMENDATION

Staff recommend City Council approve budget amendments to reflect the funding for 2025 and allow encumbered funds from 2024 to be utilized in 2025 to complete the station modernization projects. This requires a budget amendment increasing the 2025 General Fund Fire Administration revenue account number 101-336-528.000-HUDGRANT \$981,087 and increasing appropriations in account numbers 101-336-975.000-FIRESTATION1 \$1,173,750, 101-336-975.000-FIRESTATION2 \$969,950, and 101-336-975.000 FIRESTATION 3 \$1,173,750.

MOTION

Move to approve amending the 2025 General Fund Fire Administration budget with an increase of \$981,087.00 in revenue and an increase in appropriations of \$3,317,450.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER

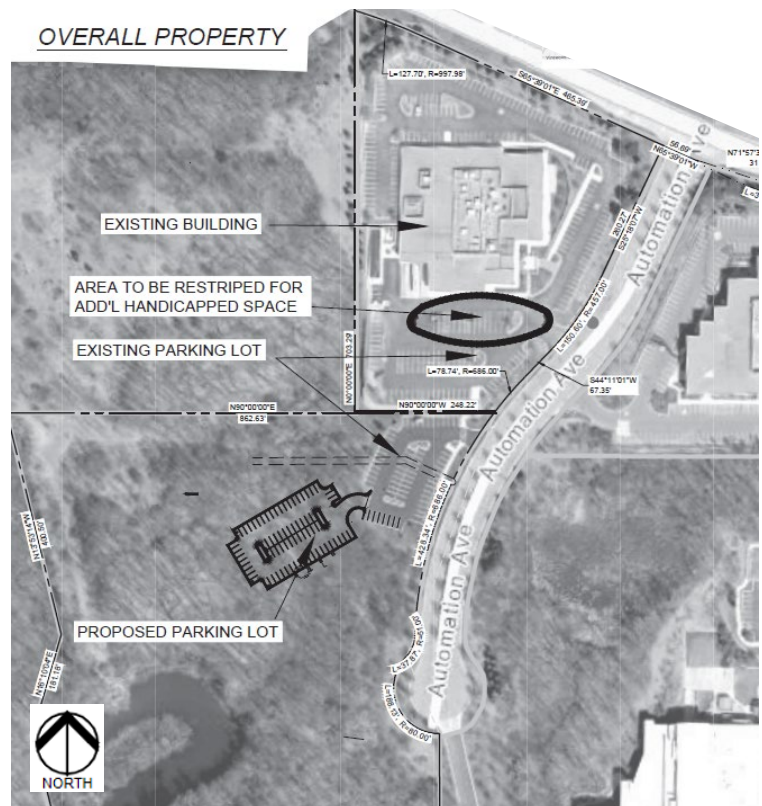
To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Steven J. Cohen, AICP, Director of Community Development
Submitted: August 13, 2025
Subject: Brose Parking Lot Addition
Motion – Approval of Site Plan and Tree Removal Permit

INTRODUCTION AND HISTORY

Brose North America requests approval to construct an additional 75 parking spaces at its North American Headquarters facility located at 3933 Automation Avenue.

Brose North America is the North American subsidiary of Brose Group, a German family-owned automotive supplier. They are a mechatronics specialist that develops and produces systems for vehicle doors, seats, and liftgates, as well as electric motors, drives, and electronics for automotive applications. Examples of products the company designs and tests at this facility include window regulators, door modules, seat structures, and electric power steering motors.

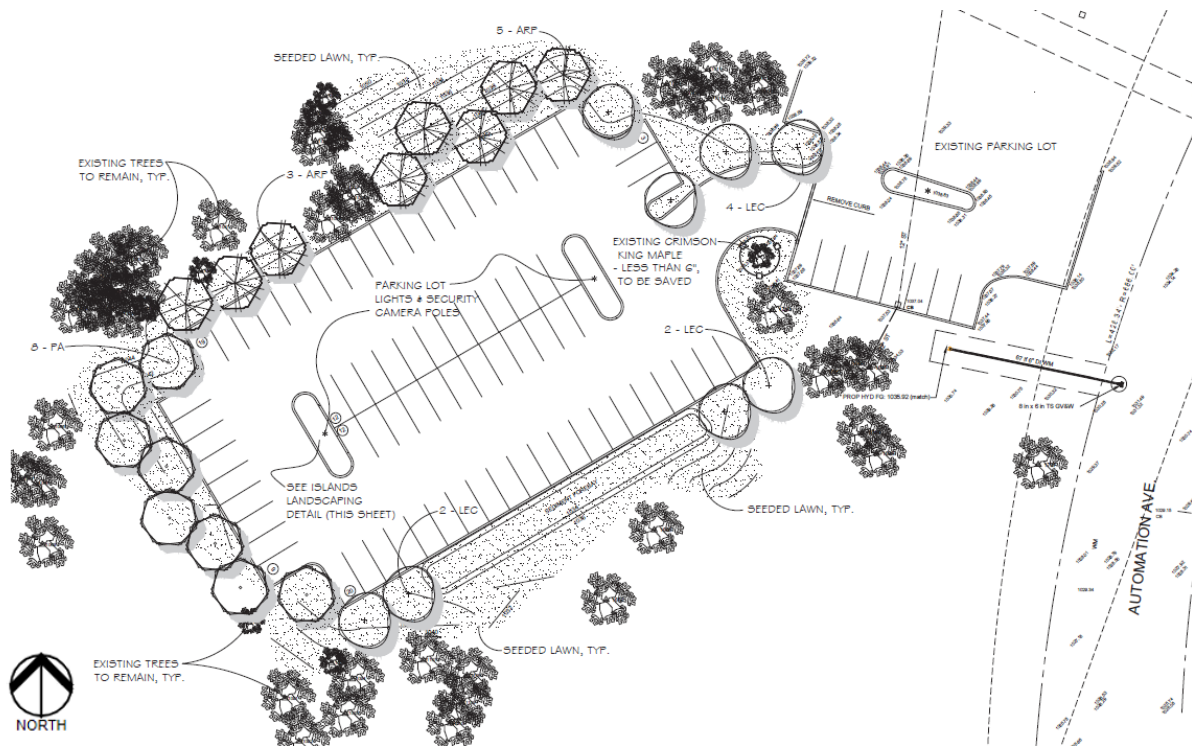
The new parking area will expand the facility's overall parking capacity to 420 spaces. The parking expansion will complement and support the company's current interior renovations of the facility. In addition to landscaping, they will install lighting and monitored security cameras in the new parking area for the safety of its employees. The facility's main parking lot will be restriped to add one additional barrier-free parking space, as required by the Zoning Ordinance.



Overall view of the site

KEY ISSUE

1. **Replacement Trees.** The project requires 54 replacement trees. The landscape plan indicates that 24 replacement trees will be planted on the site. The main reason all the replacement trees cannot be planted on site is attributed to the limited space, as the site is heavily wooded. The proposed landscape plan is designed to provide a healthy growing environment and enhance the survival rate of the trees being planted on the site. The financial equivalent of the remaining 30 trees will be paid into the City's Tree Fund (30 trees x \$380 per tree = \$11,400) before the start of tree removal from the site. The City currently has \$847,433 in the Tree Fund.



Landscape plan for the proposed parking lot addition

STAFF RECOMMENDATION

Please be advised that the City's Administrative Site Plan Review Team has reviewed this project and recommends approval.

We recommend Conditional Approval of the Site Plan and Tree Removal Permit 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 Automation Avenue.
 - 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. 75 parking spaces are depicted within the expanded parking area.
4. The parking layout for the expanded area meets minimum requirements, and barrier-free parking spaces are provided adjacent to the building (nine are required, and nine are provided). Two spaces are van accessible. The requirements are based on the total of 420 parking spaces.
5. Parking setback requirements will be met.
6. Greenbelts will be provided.
7. Landscape requirements will be met, and calculations have been submitted.

STAFF RECOMMENDATION

8. 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 will be designed to be consistent in height and style with the existing light poles on the site.
9. A note indicates that parking spaces shall be double-striped.
10. A note indicates that outside storage, including pallet storage, overnight vehicles, and trailer storage, will not be permitted.
11. A Tree Removal Permit is required - 54 replacement trees are required, and 24 replacement trees are proposed. The financial equivalent of the remaining 30 trees will be paid into the City's Tree Fund (30 trees x \$380 per tree = \$11,400) before the start of tree removal from the site.
12. Four electric vehicle charging station spaces exist within the facility's main parking lot. The City's electric vehicle station signage and pavement markings will be added to those spaces as part of this project.

Conditions:

1. Brose North America shall comply with the requirements of Section 2007. Performance Guarantees of the Zoning Ordinance.
2. Site Plan approval shall be based on the representations made by Brose North America, as documented in this report, submittal materials, and the public meeting minutes.

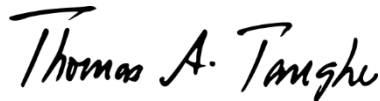
PLANNING COMMISSION RECOMMENDATION

Recommended Approval on August 6, 2025 (8-0 vote)

MOTION

Move to accept the Planning Commission's recommendation and approve the Site Plan and Tree Removal Permit for Brose North America subject to the conditions of the City's Administrative Review Team.

I CONCUR:



THOMAS A. TANGHE, CITY MANAGER



**CITY OF AUBURN HILLS
PLANNING COMMISSION
MINUTES
NOT YET APPROVED - EXCERPT**

August 6, 2025

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

ROLL CALL: Present: **Carolyn Shearer, Darlene MacMillan, Jack Ferguson, Cynthia Pavlich, Raymond Saelens, Sam Beidoun, Dominic Patrus, Greg Ouellette**
Absent: Dominick Tringali
Also Present: Director of Community Development Steve Cohen, Director of Recreation and Senior Services Karen Adcock, and Senior Services Program Coordinator Jacqueline Monroy
Guests: 7

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

5. PETITIONERS

5a. Brose Parking Lot Addition (7:01 p.m.)

Public Hearing/Motion – Recommendation to City Council for Site Plan and Tree Removal Permit approval to expand the parking at the facility.

This is a request from Brose North America to construct an additional 75 parking spaces at its North American headquarters facility located at 3933 Automation Avenue.

The new parking area will expand the facility's overall parking capacity to 420 spaces. In addition to landscaping, the applicant will install lighting and monitored security cameras in the new parking area for the safety of its employees. The facility's main parking lot will be restriped to add one additional barrier-free parking space, as required by the Zoning Ordinance.

The project requires 54 replacement trees. Only 24 replacement trees will be planted on the site because of limited space, as the site is heavily wooded. The financial equivalent of the remaining 30 trees will be paid into the City's Tree Fund before the start of tree removal from the site.

Kenneth Kappler, Brose North America, Inc., 3933 Automation Ave., Auburn Hills, MI 48326 and Mason Brown, Mason L. Brown & Associates, 2708 Bridle Road, Bloomfield, MI 48304 were available to answer any questions of the Commission.

The Commission asked about the following:

1. Does the applicant own the surrounding property;
2. Why the parking lot was not shifted to the south;
3. The number of employees at this location;
4. The type of business conducted by Brose;
5. The total number of employees;
6. The design and capacity of the retention pond;
7. Clean up of the retention pond.

Mr. Kappler stated that Brose owns the property all the way to I-75. The location of the parking lot was chosen to impact the fewest number of trees. Mr. Kappler stated that there will be approximately 400 employees at this location after their back-to-work initiative becomes effective. Brose is an automotive supplier and has thousands of employees in their North American locations, with 28,000-30,000 employees worldwide.

Mr. Brown explained that the original retention pond was designed with more capacity than necessary. For this reason, there will be no additional load on the existing retention pond. The retention pond will be cleaned up as needed. Mr. Cohen explained that OHM will monitor the clean-up that is required on all new renovation projects.

Mr. Ouellette opened the public hearing at 7:09 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:09 p.m.

Moved by Beidoun to recommend to City Council approval of the Site Plan and Tree Removal Permit for Brose North America, Inc. subject to the conditions of the City's Administrative Review Team.

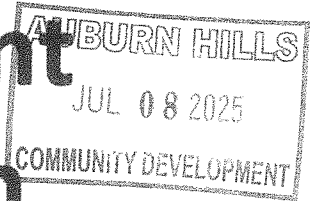
Second by Saelens.

VOTE: Yes: Saelens, MacMillan, Beidoun, Patrus, Pavlich, Shearer, Ferguson, Ouellette

No: None Motion Carried (8-0)



Development Application



Project Name: BROSE PARKING LOT EXTENSION
General Project Location: 3933 AUTOMATION AVE
AUBURN HILLS, MI 48326
Parcel Size: 21.6 ACRES Zoning: T+R
Sidwell Number(s): 14-03-401-014
Project Description: CONSTRUCTION PARKING LOT
EXTENSION UP TO 76 SPACES
Building Size (sq. ft.): NA

City Use Only

Address: 3933 Automation Ave
Date Received: 7/8/25
Fees Paid: \$5,580
SP #: 250011
SLU #(s): _____
LD/LE/SUB #: _____
RZ #: _____
PUD #: _____
ZBA #: _____

Check requested review(s)

- | | |
|---|---|
| <input checked="" type="checkbox"/> Site Plan | <input type="checkbox"/> Subdivision |
| <input checked="" type="checkbox"/> Tree Removal Permit | <input type="checkbox"/> Planned Unit Development - Step 1/Step 2/Combined |
| <input type="checkbox"/> Special Land Use Permit(s) _____ | <input type="checkbox"/> Rezoning _____ to _____ |
| <input type="checkbox"/> Land Division | <input type="checkbox"/> ZBA Variance or Interpretation
(see supplemental application) |
| <input type="checkbox"/> Land Exchange | <input type="checkbox"/> Other _____ |

PT250005

Applicant

Name: Ken Kampion Signature: _____
Business Name and Address: 3933 AUTOMATION AVE
City: Auburn Hills State: MI Zip Code: 48326 Phone Number: 248-250-2661
Fax Number: _____ Alt. Phone Number(s): _____

Property
Owner(s)

Name: BROSE AMERICANS Signature: _____
Business Name and Address: 3933 AUTOMATION AVE
City: _____ State: _____ Zip Code: _____ Phone Number: _____

(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

Auburn Hills City Council
ATTN: Mr. Cohen
1827 N. Squirrel Road
Auburn Hills, MI 48326

Brose North America, Inc.

7/3/2025
Wilkins, Steve
Phone: + 1 248 339 4014
E-Mail: Steve.wilkins@brose.com

Brose North America Parking Extension

Dear Mr. Cohen and Auburn Hills City Council,

Brose is completing a long overdue renovation of its American Headquarters Building in Auburn Hills. This renovation helps support the newer ways to work in today's multi-generational work environment. It also helps us to fully utilize our office space. In the past we had many desks that were vacant due to vacations, travel, illness, and work from home practices. We have installed furnishings in the new office space for flexible desk use and team building as we invite all employees to work from work every day – we have cancelled our previous work-from-home programs. We have also prepared formal conference areas and agile informal meeting spaces.

We have carefully calculated our needs for conference areas, toilets, and parking as we invite more employees back to work in the workspace; where we fall short is parking. Our headcount for the "Building Use" and Egress Routes is safe and respects City ordinances and zoning calculations. Permits for our renovation have been reviewed and approved. We will have final inspections by the end of July 2025.

Therefore, we have worked to secure the funding to build a parking extension on our existing property with the least impact on the environment. This also helps us minimize the necessary earthwork or tree removal and avoids touching any "wetlands" areas.

We have enlisted local civil engineering and landscape architects who are familiar with the City of Auburn Hills ordinances and regulations.

Our current needs are to add appropriately 75 parking spaces. We would adjust the Handicap parking markings near the building to comply with the ADA codes.

3933 Automation Avenue
Auburn Hills, MI 48326

Phone: + 1 248 339 4000
Fax: + 1 248 339 4099

E-Mail: detroit@brose.com
Internet: www.brose.com

We will install lighting and monitored security cameras for the safety of our employees. We will maintain the new parking area to the same level we care for our existing buildings in Auburn Hills.

We are anxious to start this project and get it completed and ready for use before the asphalt plants close in the fall.

Kind regards,

Brose North America, Inc. Detroit

Chief Operating Officer
Brose North America Inc.

A handwritten signature in black ink, appearing to read 'Steve Wilkins', with a long horizontal flourish extending to the right.

Steve Wilkins

July 28, 2025

Mr. Steven Cohen, AICP
Director of Community Development
CITY OF AUBURN HILLS
1827 North Squirrel Road
Auburn Hills, Michigan 48326

RE: Brose Parking Lot Expansion
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 July 28, 2025, was prepared by Mason Browns Associates, LLC. The review comments are noted below.

PERMITS/EASEMENTS:

Various permits will be required for this site, including but not limited to the following:

- A soil erosion permit, or waiver, must be obtained from The Oakland County Water Resources Commission (O.C.W.R.C.)
- If one is not previously on file, a stormwater management maintenance agreement encompassing the on-site storm sewer and detention pond will be required prior to project closeout.

GENERAL:

The site is located on the west side of Automation Avenue just south of Harmon Road at 3933 Automation Avenue in Section 3 of the City of Auburn Hills. The applicant is proposing to expand the parking at the existing Brose facility to accommodate additional and returning employees by adding a parking lot on the southwest side of the site. The site, along with adjacent properties to the east and west, are zoned Technology and Research (T&R). A complete legal description of the parcel is shown on the plans. The City of Auburn Hills Standard Notes and Fire Department Notes are included in the plan. A landscape plan and soil erosion and sedimentation control plan were included in the plan set and appear to be acceptable.

MUNICIPAL UTILITIES:

There is an existing 12-inch water main that extends south from Harmon Road along the west side of Automation Avenue. From the 12-inch water main along Automation Avenue, a 12-inch water main extends west, through the existing parking lot that was constructed in 2012, to the adjacent property at 3800 Giddings Road. The applicant is proposing to extend 6-inch water main west, from the 12-inch water main along Automation Avenue, to provide one (1) additional fire hydrant which will provide adequate coverage for the proposed parking lot. A 12-foot-wide public water main easement has been centered on the new hydrant lead and a profile has been provided.

There is an existing 10-inch sanitary sewer that extends along the southern half of Automation Avenue and an existing 8-inch sanitary sewer that services the Brose facility. At this time, the applicant is not proposing any changes to the existing sanitary sewer as part of this project.



STORM SEWER AND DETENTION:

The site is located in the Galloway Drainage District, which has a maximum allowable discharge of 0.097 cfs/acre. Storm water runoff for the Brose facility is currently collected via a series of catch basins and routed to an existing detention area identified as Wetland 'A' in the southwest corner of the site that was previously sized for the Pinnacle Site Plan, Lot A. As part of the parking lot addition, the applicant is proposing a sediment forebay/level spreader on the south side of the parking lot that will collect and treat stormwater from the parking lot and then sheet flow through vegetation to the existing detention area. A storm water management analysis was included in the plans stating that the existing detention area was designed to handle improved runoff from the site. The existing detention on-site was designed to result in a post development 'C' value of 0.75, while the 'C' value of the proposed site is 0.42. Therefore, the existing detention area has enough capacity for the proposed development. Please note, the existing detention area and any outlet control structure will need to be cleaned out and restored to its original approved design condition prior to project closeout.

PAVING/TRAFFIC:

There are currently two (2) existing drive approaches located off Automation Avenue. The applicant is not proposing any changes to the existing drive approaches, and access to the new parking lot expansion will be through the existing southerly parking lot that was constructed in 2012. Parking is currently located around the building along with an additional parking lot available to the south of the facility. The plans indicate concrete curb and gutter along the new parking lot expansion with 4-inch asphalt pavement. A pavement cross-section has been provided on the plans and appears to meet City standards.

The applicant is proposing 75 parking spaces as part of this project and is planning to re-stripe existing parking spaces just south of the building to provide additional barrier free accessible parking spaces. With the proposed improvements, the site will have a total of 420 parking spaces including 9 barrier free accessible parking spaces. There is an existing 6-foot-wide sidewalk along the existing parking lot to the north; however, the applicant is not proposing any new sidewalk or connections as part of this project.

GRADING:

Existing and proposed grades are shown with contours and spot elevations. The site is sloped towards the south and perimeter site slopes shall match into existing contours prior to all abutting property lines. If site slopes exceed 1:4, protective guardrail and/or fencing will be required. 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. No retaining walls are proposed as part of this project.

RECOMMENDATIONS:

The site plan is in substantial compliance with City of Auburn Hills requirements and has been stamped "Approved as Noted" 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 Steven Cohen: July 28, 2025
cc: File

P:\0101_0125\SITE_AUBURNHILLSCITY\2025\0120251060_BROSE PARKING LOT EXTENSION\BROSE PARKING LOT
EXPANSION_SITE REV#1_APP.DOCX

July 23, 2025

Steve Cohen, Director Community Development
City of Auburn Hills, Community Development Department
1827 North Squirrel Road
Auburn Hills, MI 48326

Subject: Brose Parking Lot Addition, 3933 Automation Ave, Auburn Hills, MI

Dear Mr. Cohen,

The submittals regarding the above-mentioned project were reviewed and a site visit made. The Woodlands Ordinance will be satisfied with planting and paying into the City's Tree Fund. See tree detail chart below for tree inventory, removal and replacement tree requirements.

TREE DATA TABLE

DESCRIPTION	TOTAL TREES	Required/REPLACEMENT TREES
Total Trees Surveyed	140	
Trees Saved	51	0
Removed Regulated Trees	54	54
Non-regulated/Dead Trees Removed	33 +2 dead	0
Removed Landmark Trees	0	0
TOTAL Required Replacement Trees		54 Trees

Applicant is removing 54 regulated trees at the site, none are Landmark trees. Total replacement trees required to satisfy the Woodlands Ordinance is 54. The landscape plans provide 24 trees. The remainder of the required trees will be paid into the City Tree Fund as: $30 \times \$380/\text{tree} = \$11,400$ to satisfy the City Ordinances.

This project is approved based on site conditions, tree inventory data, accompanying landscape plans dated 07/22/2025, and payment to the Tree Fund, as stated.

Best regards,


Julie Stachecki
City of Auburn Hills Woodland Consultant



Site Specific, Inc.

JULIE STACHECKI, ISA Certified Arborist MI-0650, TRAQ, MI Oak Wilt Qualified
Howell, MI 48843 ♦ 810.599.0343 ♦ stachec1@me.com

BROSE PARKING LOT EXPANSION

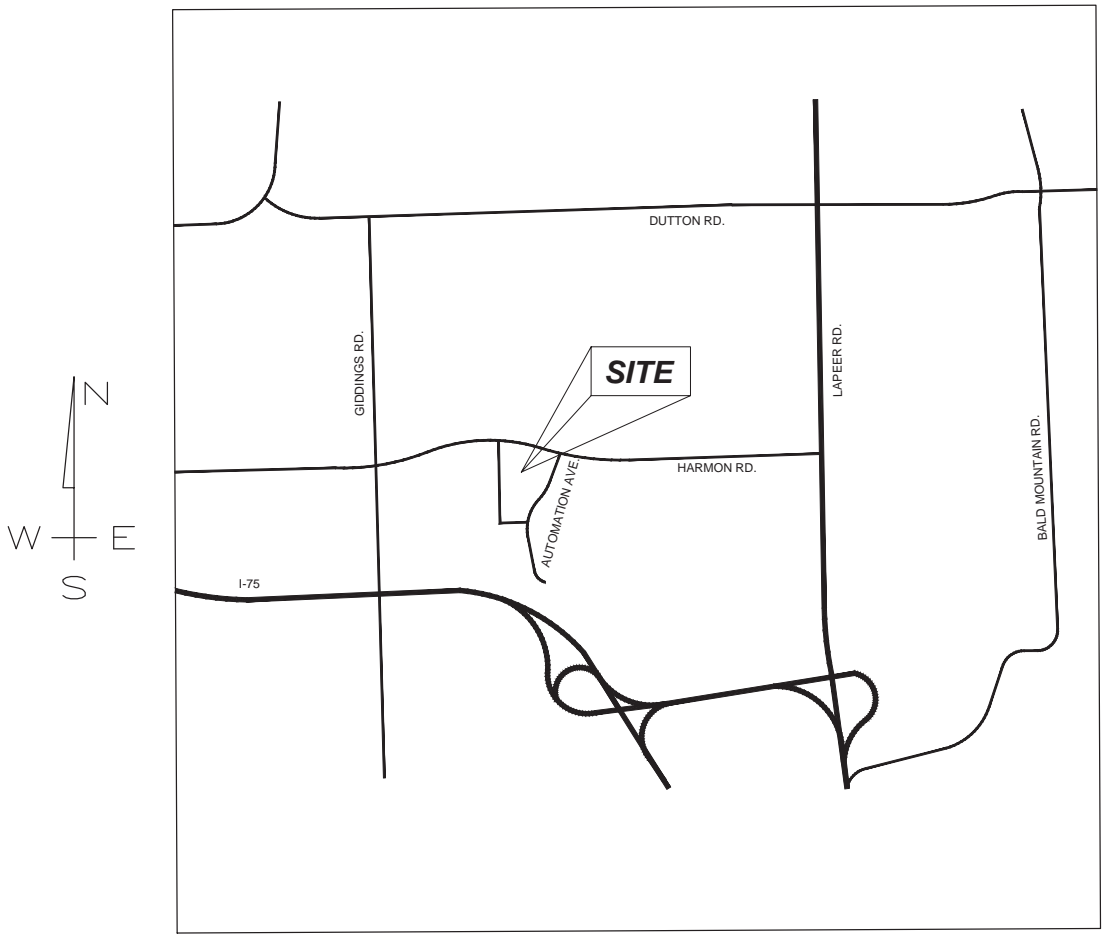
PART OF THE EAST 1/2 OF SECTION 3, T. 3 N. R. 10 E., CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN

OWNER:
BROSE NORTH AMERICA, INC.
3933 AUTOMATION AVE.
AUBURN HILLS, MI 48326
ATTN: KENNETH KAPPLER
248-339-4114
Kenneth.Kappler@Brose.com

CONTRACTOR:
KIRCO MANIX
101 W. BIG BEAVER, SUITE 200
TROY, MI 48084
ATTN: DAVID ENDRES
248-354-5100
dendres@kircomanix.com

ENGINEER:
MASON BROWNS ASSOCIATES LLC
2708 BRIDLE ROAD
BLOOMFIELD HILLS, MI 48304
ATTN: MASON L. BROWN, II P.E.
248-425-9789
mason_brown@sbcglobal.net

LANDSCAPE ARCHITECT:
CONROY & ASSOCIATES, INC.
P.O. BOX 542
LAKE ORION, MI 48361
ATTN: PATRICK S. CONROY, RLA
248-808-8082
pat@conroyla.com



LOCATION MAP
NO SCALE

LEGAL DESCRIPTION

A PORTION OF THE FOLLOWING LEGAL DESCRIPTION:
A PART OF THE EAST 1/4 OF SECTION 3, T-3-N., R-10-E., CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:
BEGINNING AT A POINT DISTANT S. 00° 11' 55"W., 43.00 FEET AND S. 89° 42' 11"W., 99.63 FEET AND N. 77° 57' 31"W., 311.04 FEET, AND N. 65° 39' 01"W., 56.69 FEET FROM THE EAST 1/4 CORNER OF SECTION 3, T.3N, R.10E. THENCE S. 23° 18' 07" W. 260.27 FT.; THENCE ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 457.00 FT., CHORD BEARING S. 34° 44' 34" W. 149.92 FT. A DISTANCE OF 150.60 FT.; THENCE S. 44° 11' 01" W. 67.35 FT.; THENCE ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 686.00 FT, CHORD BEARING S. 40° 53' 42" W. 78.70 FT. A DISTANCE OF 78.74 FT.; THENCE DUE NORTH 703.29 FT.; THENCE ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF 997.98 FT; CHORD BEARING S. 69° 17' 32" E. 127.61 A DISTANCE OF 127.69 FT.; THENCE S. 65° 39' 01" E. 465.39 FT. TO THE POINT OF BEGINNING
ALSO
A PART OF THE EAST 1/4 OF SECTION 3, T-3-N., R-10-E., CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN, MORE PARTICULARLY DESCRIBED AS:
COMMENCING AT THE EAST 1/4 CORNER OF SAID SECTION 3; THENCE S. 00° 11' 55"W., 43.00 FEET TO A POINT OF THE SOUTHERLY LINE OF HARMON ROAD (86 FEET WIDE); THENCE THE FOLLOWING THREE COURSES BEING ALONG SAID SOUTHERLY LINE: (1) S. 89° 42' 11"W., 99.63 FEET, AND (2) ALONG A CURVE TO THE RIGHT 313.44 FEET, SAID CURVE HAVING A RADIUS OF 729.62 FEET, CENTRAL ANGLE OF 24° 36' 52" AND A LONG CHORD BEARING OF N. 77° 57' 31" W., 311.04 FEET, AND (3) N. 65° 39' 01" W., 56.69 FEET TO A POINT ON THE WESTERLY LINE OF THE ROADWAY PARCEL. THENCE THE FOLLOWING FOUR COURSES BEING ALONG SAID WESTERLY LINE: (1) S. 23° 18' 07" W., 260.27 FEET, AND (2) ALONG A CURVE TO THE RIGHT 150.60 FEET, SAID CURVE HAVING A RADIUS OF 457.00 FEET, CENTRAL ANGLE OF 18° 52' 54" AND A LONG CHORD BEARING OF S. 34° 44' 34" W., 149.92 FEET, AND (3) S. 44° 11' 01" W., 67.35 FEET, AND (4) ALONG A CURVE TO THE LEFT 78.74 FEET, SAID CURVE HAVING A RADIUS OF 686.00 FEET, CENTRAL ANGLE OF 6° 34' 36" AND A LONG CHORD BEARING OF S. 40° 53' 42" W., 78.70 FEET TO THE POINT OF BEGINNING; THENCE THE FOLLOWING THREE COURSES BEING ALONG THE WESTERLY LINE OF SAID ROADWAY PARCEL AND ROADWAY CUL-DE-SAC: (1) CONTINUING ALONG A CURVE TO THE LEFT 428.35 FEET, SAID CURVE HAVING A RADIUS OF 686.00 FEET, CENTRAL ANGLE OF 35° 46' 35" AND A LONG CHORD BEARING OF S. 19° 43' 08" W., 421.42 FEET, AND (2) ALONG A CURVE TO THE RIGHT 37.88 FEET, SAID CURVE HAVING A RADIUS OF 51.00 FEET, CENTRAL ANGLE OF 42° 33' 07" AND A LONG CHORD BEARING OF S. 23° 08' 24" W., 37.01 FEET, AND (3) ALONG A CURVE TO THE LEFT 188.13 FEET, SAID CURVE HAVING A RADIUS OF 80.00 FEET, CENTRAL ANGLE OF 134° 44' 22" AND A LONG CHORD BEARING OF S. 22° 59' 12" E., 147.68 FEET; THENCE S. 00° 21' 24" E., 551.44 FEET TO A POINT ON THE NORTHERLY LINE OF INTERSTATE 75; THENCE ALONG SAID NORTHERLY LINE ON A CURVE TO THE LEFT 668.77 FEET, SAID CURVE HAVING A RADIUS OF 2,049.86 FEET, CENTRAL ANGLE OF 18° 41' 34" AND A LONG CHORD BEARING OF N. 72° 06' 13" W., 665.81 FEET; THENCE N. 14° 02' 48" W., 361.51 FEET; THENCE N. 16° 10' 04" E., 181.18 FEET; THENCE N. 13° 53' 14" W., 400.50 FEET; THENCE DUE EAST 862.63 FEET TO THE POINT OF BEGINNING AND CONTAINING 679,012 SQUARE FEET OR 15.588 ACRES.
SUBJECT TO ANY EASEMENTS, RESTRICTIONS OR RIGHTS OF WAY RECORDED OR OTHERWISE.
SIDWELL IDENTIFICATION NUMBER: PART OF 14-03-401-014

TOTAL SITE ACREAGE: 21.60 ACRES

- SHEET INDEX:**
1. COVER SHEET
 2. TREE SURVEY/EXISTING CONDITIONS SHEET
 3. TREE SURVEY TABLE
 4. DIMENSIONAL SITE PLAN
 5. OVERALL SITE PLAN
 6. ENGINEERING SITE PLAN
 7. STORMWATER MANAGEMENT ANALYSIS
 8. SOIL EROSION CONTROL PLAN
 9. SITE DETAILS & WATER MAIN PROFILE
 - 10-12 STANDARD WATER MAIN DETAILS
 - 13-14 STANDARD PAVING DETAILS
 - L-1 CONCEPTUAL LANDSCAPE PLAN
 - WP-1 WOODLAND PRESERVATION PLAN
 - WP-2 WOODLAND PRESERVATION TREE LIST

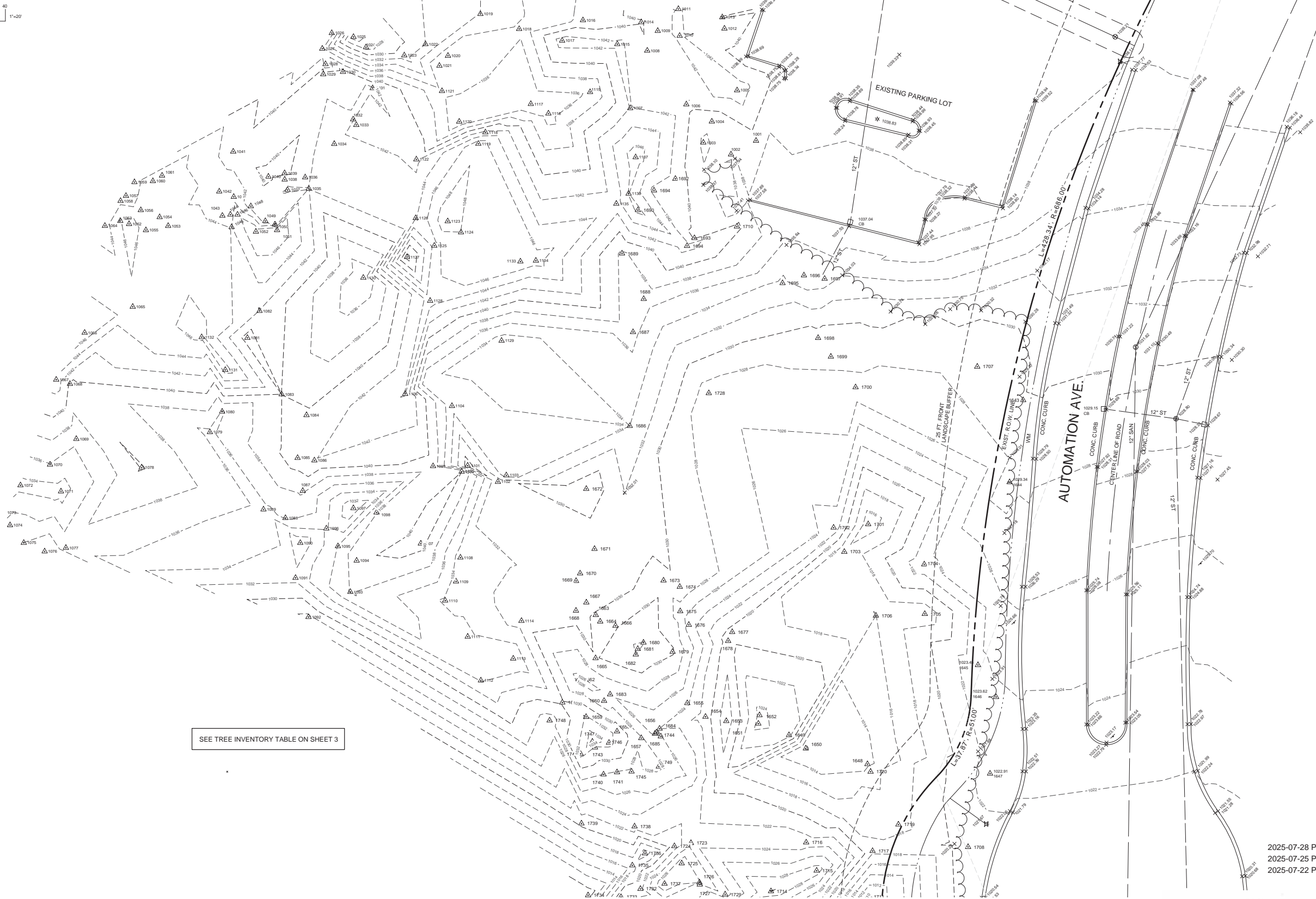
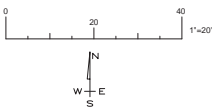
PROJECT DESCRIPTION:
ADDITIONAL 75 SPACE PARKING LOT ADDITION TO
SERVE THE EXISTING BROSE BUILDING AS
EMPLOYEES ARE RETURNING OR BEING
TRANSFERRED TO THIS LOCATION.

2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS



SIDWELL IDENTIFICATION NUMBER: PART OF 14-03-401-014

MASON BROWNS ASSOCIATES, LLC CIVIL ENGINEERS & SURVEYORS 2708 BRIDLE ROAD BLOOMFIELD HILLS, MICHIGAN 48304 (248) 425-9789 mason_brown@sbcglobal.net			BROSE, INC. PROPOSED PARKING LOT EXPANSION COVER SHEET			KIRCO MANIX 101 W. BIG BEAVER RD. STE. 200 TROY, MI 48084			DESIGN: -- DRAWN: mb FIELD CK: net			REVISIONS:			SCALE: none			DATE: 06-13-2025			JOB NO. 25-011			SHEET 1		
---	--	--	--	--	--	---	--	--	--	--	--	------------	--	--	----------------	--	--	---------------------	--	--	-------------------	--	--	------------	--	--



- LEGEND**
- EX. SPOT ELEVATION
 - EX. REGULATED TREE
 - EX. STORM SEWER MANHOLE
 - EX. SANITARY SEWER MANHOLE
 - EX. CATCH BASIN
 - EX. LIGHT POLE
 - EX. UTILITY POLE
 - EX. ELEVATION CONTOUR
 - EX. STORM SEWER
 - EX. SANITARY SEWER
 - EX. WATER MAIN
 - EX. GAS MAIN
 - EX. UNDERGROUND ELECTRIC/PHONE/CATV
 - PROP. STORM SEWER
 - PROP. SANITARY SEWER SERVICE LEAD
 - PROP. WATER SERVICE LEAD
 - PROP. CATCH BASIN
 - PROP. CONCRETE PAVEMENT
 - PROP. ASPHALT PAVEMENT
 - PROP. SPOT ELEVATION
 - PROP. ELEVATION CONTOUR
 - PROP. SILT FENCE
 - TEMP. INLET PROTECTION FILTER

SEE TREE INVENTORY TABLE ON SHEET 3

SURVEY NOTES:
NO WETLANDS IN THE PROPOSED WORK AREA PER EGLE ON LINE MAPS.
NO DRAINAGE COURSES OBSERVED IN THE PROPOSED WORK AREA
NO FLOOD AREAS IN THE PROPOSED WORK AREA PER FEMA, FIRM MAP 26125C0359F, EFFECTIVE DATE 9/29/2006.

2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS



Tag #	Botanical Name	Common Name	Size in Inches	Condition
1001	Quercus	Oak	11	F
1002	Prunus	Choke Cherry	15	F
1003	Quercus	Oak	7	F
1004	Quercus	Oak	12,13	F
1005	Quercus	Oak	10	F
1006	Quercus	Oak	13	F
1007	Prunus	Choke Cherry	10	F
1008	Quercus	Oak	16	F
1009	Quercus	Oak	16	F
1010	Tilia	Basswood	8	F
1011	Quercus	Oak	9	F
1012	Quercus	Oak	14	F
1013	Quercus	Oak	14	F
1014	Quercus	Oak	11	F
1015	Quercus	Oak	11	F
1016	Ulmus pumila	Siberian Elm	9	F
1017	Prunus	Choke Cherry	9	F
1018	Quercus	Oak	11	F
1019	Populus	Poplar	7	F
1020	Populus	Poplar	10	F
1021	Populus	Poplar	7	F
1022	Prunus	Choke Cherry	9,9,11	F
1023		Dead		D
1024	Populus	Poplar	11	F
1025	Populus	Poplar	10	F
1026	Populus	Poplar	12	F
1027	Quercus	Oak	6	F
1028	Populus	Poplar	11	F
1029	Populus	Poplar	11	F
1030	Populus	Poplar	11	F
1031	Populus	Poplar	12	F
1032	Populus	Poplar	15	F
1033	Quercus	Oak	7	F
1034	Robinia	Black Locust	17	F
1035	Populus	Poplar	11	F
1036	Populus	Poplar	9	F
1037	Populus	Poplar	11	F
1038	Populus	Poplar	7	F
1039	Populus	Poplar	10	F
1040	Populus	Poplar	8	F
1041	Populus	Poplar	15	F
1042	Acer rubrum	Red Maple	11	F
1043	Populus	Poplar	11	F
1044	Populus	Poplar	7	F
1045	Populus	Poplar	9	F
1046	Populus	Poplar	10	F
1047	Populus	Poplar	8	F
1048	Populus	Poplar	10	F
1049	Populus	Poplar	10	F
1050	Populus	Poplar	10	F
1051	Populus	Poplar	10	F
1052	Populus	Poplar	10	F
1053	Populus	Poplar	11	F
1054	Populus	Poplar	10	F
1055	Populus	Poplar	11	F
1056	Populus	Poplar	8	F
1057	Populus	Poplar	7	F
1058	Populus	Poplar	10	F
1059	Populus	Poplar	8	F
1060	Populus	Poplar	9	F
1061	Populus	Poplar	7	F
1062	Populus	Poplar	8	F
1063	Populus	Poplar	11	F
1064	Populus	Poplar	11	F
1065	Quercus	Oak	7,8,25	F
1066	Prunus	Choke Cherry	12	F
1067	Robinia	Black Locust	7	F
1068	Quercus	Oak	8	F
1069	Populus	Poplar	9	P
1079	Ulmus pumila	Siberian Elm	3,6	F

Tag #	Botanical Name	Common Name	Size in Inches	Condition
1080	Prunus	Choke Cherry	11	F
1081	Quercus	Oak	19	F
1082	Prunus	Choke Cherry	4,5,6	F
1083	Quercus	Oak	12	F
1084	Quercus	Oak	12	F
1085	Carya	Hickory	12	F
1086	Prunus	Choke Cherry	10	F
1087	Quercus	Oak	11	F
1088	Quercus	Oak	10	F
1089	Quercus	Oak	11	F
1090	Betula pendula	European White Birch	11	F
1091	Quercus	Oak	10	F
1092	Ulmus pumila	Siberian Elm	6	F
1093	Quercus	Oak	9	F
1094	Quercus	Oak	14	F
1095	Quercus	Oak	7	F
1096	Quercus	Oak	6,8,9	F
1097	Quercus	Oak	6	F
1098	Quercus	Oak	11	F
1099	Quercus	Oak	9	F
1100	Prunus	Choke Cherry	4,5,7	F
1101	Quercus	Oak	21	F
1102	Quercus	Oak	10	F
1103	Ulmus pumila	Siberian Elm	7	F
1104	Acer rubrum	Red Maple	4,7	F
1105	Acer rubrum	Red Maple	7	F
1106	Quercus	Oak	7	F
1107	Prunus	Choke Cherry	9	F
1108	Quercus	Oak	12	F
1109	Quercus	Oak	10	F
1110	Quercus	Oak	11	F
1115	Quercus	Oak	17	F
1116	Quercus	Oak	11	F
1117	Quercus	Oak	15	F
1118	Populus	Poplar	9	F
1119	Pyrus	Pear	7,9	F
1120	Populus	Poplar	8	F
1121	Prunus	Choke Cherry	7,9	F
1122	Populus	Poplar	13	F
1123	Prunus	Choke Cherry	9	F
1124	Populus	Poplar	6,7	F
1125	Quercus	Oak	10	F
1126	Quercus	Oak	11	F
1127	Acer rubrum	Red Maple	7	F
1128	Acer rubrum	Red Maple	6	F
1129	Quercus	Oak	11,13	F
1130	Acer rubrum	Red Maple	13,13	F
1131	Prunus	Choke Cherry	4,5,6,7	F
1132	Prunus	Choke Cherry	10	F
1133	Quercus	Oak	7	P
1134	Malus	Crabapple	4,8,10	F
1135	Quercus	Oak	11	F
1136	Quercus	Oak	13	F
1137	Quercus	Oak	16	F
1672	Quercus	Oak	11	F
1686	Malus	Crabapple	6,4,4,3	F
1687	Malus	Crabapple	6, 3	F
1688	Quercus	Oak	6	G
1689	Quercus	Oak	9	G
1690		Dead		D
1691	Prunus	Cherry	11	P
1692	Robinia	Black Locust	18	F
1693	Ulmus pumila	Siberian Elm	9	F
1694	Ulmus pumila	Siberian Elm	8	F
1695	Robinia	Black Locust	18,10	F
1696	Prunus	Cherry	6,5,3,3	F
1697	Robinia	Black Locust	6	F
1698	Quercus	Oak	7	F
1699	Robinia	Black Locust	15	F
1710	Quercus	Oak		

2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS

Handwritten signature



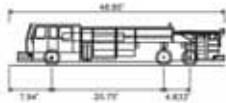
LEGAL DESCRIPTION

A PORTION OF THE FOLLOWING LEGAL DESCRIPTION:
A PART OF THE EAST ½ OF SECTION 3, T-3-N., R-10-E., CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN,
MORE PARTICULARLY DESCRIBED AS:
BEGINNING AT A POINT DISTANT S. 00° 11' 55"W., 43.00 FEET AND S. 89° 42' 11"W., 99.63 FEET AND
N. 77° 57' 31"W., 311.04 FEET. AND N. 65° 39' 01"W., 56.69 FROM THE EAST 1/4 CORNER OF SECTION 3, T.3N, R.10E.
THENCE S. 23° 18' 07" W. 260.27 FT.; THENCE ALONG THE ARC OF A CURVE TO THE RIGHT HAVING A RADIUS OF
457.00 FT., CHORD BEARING S. 34° 44' 34" W. 149.92 FT.; A DISTANCE OF 150.60 FT.; THENCE S. 44° 11' 01" W. 67.35
FT.; THENCE ALONG THE ARC OF A CURVE TO THE LEFT HAVING A RADIUS OF 686.00 FT., CHORD BEARING
S. 40° 53' 42" W. 78.70 FT.; A DISTANCE OF 78.74 FT.; THENCE DUE NORTH 703.29 FT.; THENCE ALONG THE ARC
OF A CURVE TO THE RIGHT HAVING A RADIUS OF 997.98 FT.; CHORD BEARING S. 69° 17' 32" E. 127.61 A DISTANCE
OF 127.69 FT.; THENCE S. 65° 39' 01" E. 465.39 FT. TO THE POINT OF BEGINNING

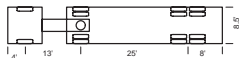
ALSO

A PART OF THE EAST ½ OF SECTION 3, T-3-N., R-10-E., CITY OF AUBURN HILLS, OAKLAND COUNTY, MICHIGAN,
MORE PARTICULARLY DESCRIBED AS:
COMMENCING AT THE EAST ¼ CORNER OF SAID SECTION 3; THENCE S. 00° 11' 55"W., 43.00 FEET TO A POINT
OF THE SOUTHERLY LINE OF HARMON ROAD (86 FEET WIDE); THENCE THE FOLLOWING THREE COURSES
BEING ALONG SAID SOUTHERLY LINE: (1) S. 89° 42' 11"W., 99.63 FEET, AND (2) ALONG A CURVE TO THE RIGHT
313.44 FEET, SAID CURVE HAVING A RADIUS OF 729.62 FEET, CENTRAL ANGLE OF 24° 36' 52" AND A LONG
CHORD BEARING OF N. 77° 57' 31" W., 311.04 FEET, AND (3) N. 65° 39' 01" W., 56.69 FEET TO A POINT ON THE
WESTERLY LINE OF THE ROADWAY PARCEL; THENCE THE FOLLOWING FOUR COURSES BEING ALONG SAID
WESTERLY LINE: (1) S. 25° 18' 07" W., 260.27 FEET, AND (2) ALONG A CURVE TO THE RIGHT 150.60 FEET, SAID
CURVE HAVING A RADIUS OF 457.00 FEET, CENTRAL ANGLE OF 18° 52' 54" AND A LONG CHORD BEARING OF
S. 34° 44' 34" W., 149.92 FEET, AND (3) S. 44° 11' 01" W., 67.35 FEET, AND (4) ALONG A CURVE TO THE LEFT 78.74
FEET, SAID CURVE HAVING A RADIUS OF 686.00 FEET, CENTRAL ANGLE OF 6° 34' 36" AND A LONG CHORD
BEARING OF S. 40° 53' 42" W., 78.70 FEET TO THE POINT OF BEGINNING; THENCE THE FOLLOWING THREE
COURSES BEING ALONG THE WESTERLY LINE OF SAID ROADWAY PARCEL AND ROADWAY CUL-DE-SAC: (1)
CONTINUING ALONG A CURVE TO THE LEFT 428.35 FEET, SAID CURVE HAVING A RADIUS OF 686.00 FEET,
CENTRAL ANGLE OF 35° 46' 35" AND A LONG CHORD BEARING OF S. 19° 43' 08" W., 421.42 FEET, AND (2) ALONG
A CURVE TO THE RIGHT 37.88 FEET, SAID CURVE HAVING A RADIUS OF 51.00 FEET, CENTRAL ANGLE OF
42° 33' 07" AND A LONG CHORD BEARING OF S. 23° 06' 24" W., 37.01 FEET, AND (3) ALONG A CURVE TO THE LEFT
188.13 FEET, SAID CURVE HAVING A RADIUS OF 80.00 FEET, CENTRAL ANGLE OF 134° 44' 22" AND A LONG
CHORD BEARING OF S. 22° 59' 12" E., 147.68 FEET; THENCE S. 00° 21' 24" E., 551.44 FEET TO A POINT ON THE
NORTHERLY LINE OF INTERSTATE 75; THENCE ALONG SAID NORTHERLY LINE ON A CURVE TO THE LEFT
668.77 FEET, SAID CURVE HAVING A RADIUS OF 2,049.86 FEET, CENTRAL ANGLE OF 18° 41' 34" AND A LONG
CHORD BEARING OF N. 72° 06' 13" W., 665.81 FEET; THENCE N. 14° 02' 48" W., 361.51 FEET; THENCE N. 16° 10' 04" E.,
181.18 FEET; THENCE N. 13° 53' 14" W., 400.50 FEET; THENCE DUE EAST 862.63 FEET TO THE POINT OF
BEGINNING AND CONTAINING 679.012 SQUARE FEET OR 15.588 ACRES.
SUBJECT TO ANY EASEMENTS, RESTRICTIONS OR RIGHTS OF WAY RECORDED OR OTHERWISE.
SIDWELL IDENTIFICATION NUMBER: PART OF 14-03-401-014

TOTAL SITE ACREAGE: 21.60 ACRES



AUBURN HILLS FIRE TRUCK



WB-40

AASHTO

TRUCK TURNING TEMPLATE USED

LEGEND

- EX. SPOT ELEVATION
- EX. REGULATED TREE
- EX. STORM SEWER MANHOLE
- EX. SANITARY SEWER MANHOLE
- EX. CATCH BASIN
- EX. LIGHT POLE
- EX. UTILITY POLE
- EX. ELEVATION CONTOUR
- EX. STORM SEWER
- EX. SANITARY SEWER
- EX. WATER MAIN
- EX. GAS MAIN
- EX. UNDERGROUND ELECTRIC/PHONE/CATV
- PROP. STORM SEWER
- PROP. SANITARY SEWER SERVICE LEAD
- PROP. WATER SERVICE LEAD
- PROP. CATCH BASIN
- PROP. CONCRETE PAVEMENT
- PROP. ASPHALT PAVEMENT
- PROP. SPOT ELEVATION
- PROP. ELEVATION CONTOUR
- PROP. SILT FENCE
- TEMP. INLET PROTECTION FILTER

PARKING:

EXISTING
337 REGULAR SPACES
8 READILY ACCESSIBLE SPACES
TOTAL: 345 SPACES

PROPOSED (PRIOR TO ADDITIONAL ACCESSIBLE SPACE
RESTRIPING.)
ADD 75 SPACES
TOTAL 420 SPACES

REQUIRED: 9 TOTAL READILY ACCESSIBLE SPACES.

SINCE 8 ALREADY EXIST, RESTRIPE AS SHOWN ON SHEET
5 TO OBTAIN 1 ADDITIONAL READILY ACCESSIBLE SPACE
AND VAN ACCESS AREA.

ADDING THE VAN ACCESS AREA ELIMINATES 1 REGULAR
SPACE.

TOTAL PROPOSED PARKING:
419 REGULAR SPACES
9 READILY ACCESSIBLE SPACES
TOTAL 428 SPACES

BROSE NORTH AMERICA SHALL RESTRIPE A PORTION OF ITS MAIN PARKING LOT
SURROUNDING THE BUILDING TO PROVIDE 1 ADDITIONAL BARRIER-FREE PARKING
SPACE IN ORDER TO OBTAIN A TOTAL OF 9 PER ZONING ORDINANCE AND MICHIGAN
BARRIER FREE REQUIREMENTS. SEE SIGN DETAILS, SHEET 9.

BROSE NORTH AMERICA WILL ADD THE REQUIRED SIGNAGE AND PAVEMENT MARKINGS
FOR ITS FOUR EXISTING CHARGING STATION SPACES. SEE SIGN DETAILS, SHEET 9.

BROSE NORTH AMERICA SHALL ADDRESS THE PAVEMENT CONDITION IN ITS LOWER LOT
AS DETERMINED BY THE CITY'S ENGINEER AND REPLACE ANY DEAD OR DYING TREES
ON THE PROPERTY AS DETERMINED BY THE CITY'S WOODLAND CONSULTANT.

SITE DATA:

ZONING: SUBJECT SITE AND ALL ADJACENT PROPERTIES ARE ZONE T & R "TECHNOLOGY & RESEARCH."

INGRESS/EGRESS: NO NEW CURB CUTS ARE PROPOSED. ENTRY TO THIS PARKING LOT WOULD BE THROUGH THE EXISTING. LOT.

NO CHANGE IS PROPOSED TO THE EXISTING ROAD R.O.W. LINE

THE NUMBER OF PARKING SPACES IS PER OWNER REQUIREMENTS TO ACCOMMODATE NEW EMPLOYEES IN THEIR EXISTING BUILDING.

NO INTERNAL SIDEWALKS ARE PROPOSED.

TOTAL NEW PAVEMENT/IMPERVIOUS SURFACE = 24,094 SQUARE FEET.

NO LOADING/UNLOADING AREA PROPOSED.

NO PATHWAY PARALLELING THE R.O.W. IS PROPOSED.

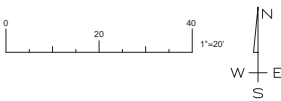
NO TRASH RECEPTACLE, DUMPSTER ENCLOSURES ARE PROPOSED.

NO SIGNS ARE PROPOSED.

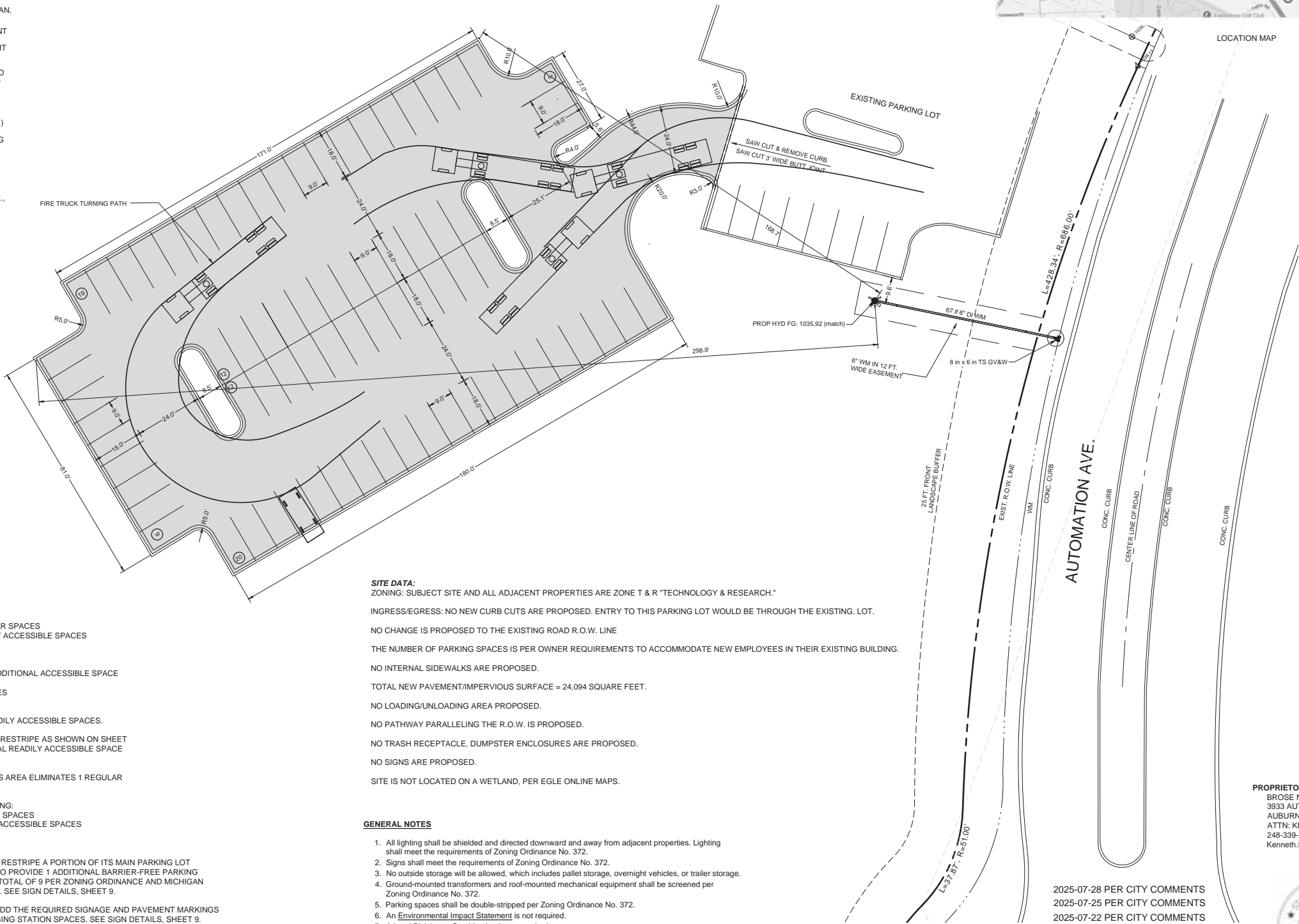
SITE IS NOT LOCATED ON A WETLAND, PER EGLE ONLINE MAPS.

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.
- A Land Division or Combination is not required.
- Special Land Use permit application(s) are not required.
- No alterations, amendments, modifications, or revisions shall be made to the approved site plan during engineering and building plan submittal and review or during construction without prior approval from Community Development.



LOCATION MAP



PROPRIETOR'S NAME & ADDRESS:
BROSE NORTH AMERICA, INC.
3933 AUTOMATION AVE.
AUBURN HILLS, MI 48326
ATTN: KENNETH KAPPLER
248-339-4114
Kenneth.Kappler@Brose.com

2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS

NOT FOR CONSTRUCTION DRAWINGS

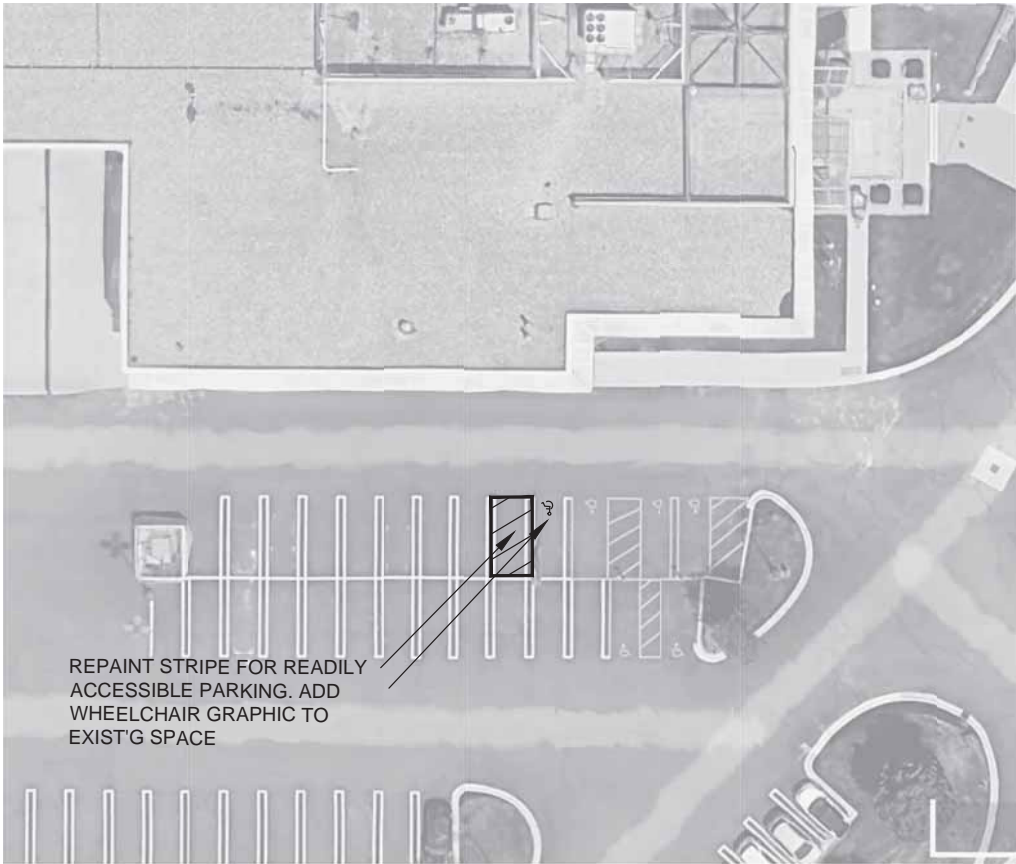
SIDWELL IDENTIFICATION NUMBER:
PART OF 14-03-401-014

MASON BROWNS ASSOCIATES, LLC
CIVIL ENGINEERS & SURVEYORS
2708 BRIDLE ROAD
BLOOMFIELD HILLS, MICHIGAN 48304
(248) 425-9769
mason_brown@abglobal.net

BROSE, INC.
PROPOSED PARKING LOT EXPANSION
DIMENSIONAL SITE PLAN

KIRCO MANIX

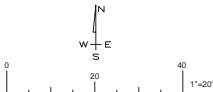
REVISIONS:	DESIGN: MLB	DRAWN: mb	CHECKED: MB
25-011.DWG			
SCALE:			
1"=20'			
DATE:			
07-07-2025			
JOB NO.			
25-011			
SHEET			



REPAINT STRIPE FOR READILY ACCESSIBLE PARKING. ADD WHEELCHAIR GRAPHIC TO EXIST'G SPACE

RE-STRYPE AS SHOWN TO OBTAIN 1 ADDITIONAL READILY ACCESSIBLE SPACE AND 1 VAN ACCESS AREA.

RESTRIPING PLAN FOR ADDITIONAL HANDICAPPED PARKING SPACE

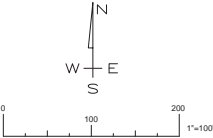


- EX. SPOT ELEVATION
- EX. REGULATED TREE
- EX. STORM SEWER MANHOLE
- EX. SANITARY SEWER MANHOLE
- EX. CATCH BASIN
- EX. LIGHT POLE
- EX. UTILITY POLE
- EX. ELEVATION CONTOUR
- EX. STORM SEWER
- EX. SANITARY SEWER
- EX. WATER MAIN
- EX. GAS MAIN
- EX. UNDERGROUND ELECTRIC/PHONE/CATV
- PROP. STORM SEWER
- PROP. SANITARY SEWER SERVICE LEAD
- PROP. WATER SERVICE LEAD
- PROP. CATCH BASIN
- PROP. CONCRETE PAVEMENT
- PROP. ASPHALT PAVEMENT
- PROP. SPOT ELEVATION
- PROP. ELEVATION CONTOUR
- PROP. SILT FENCE

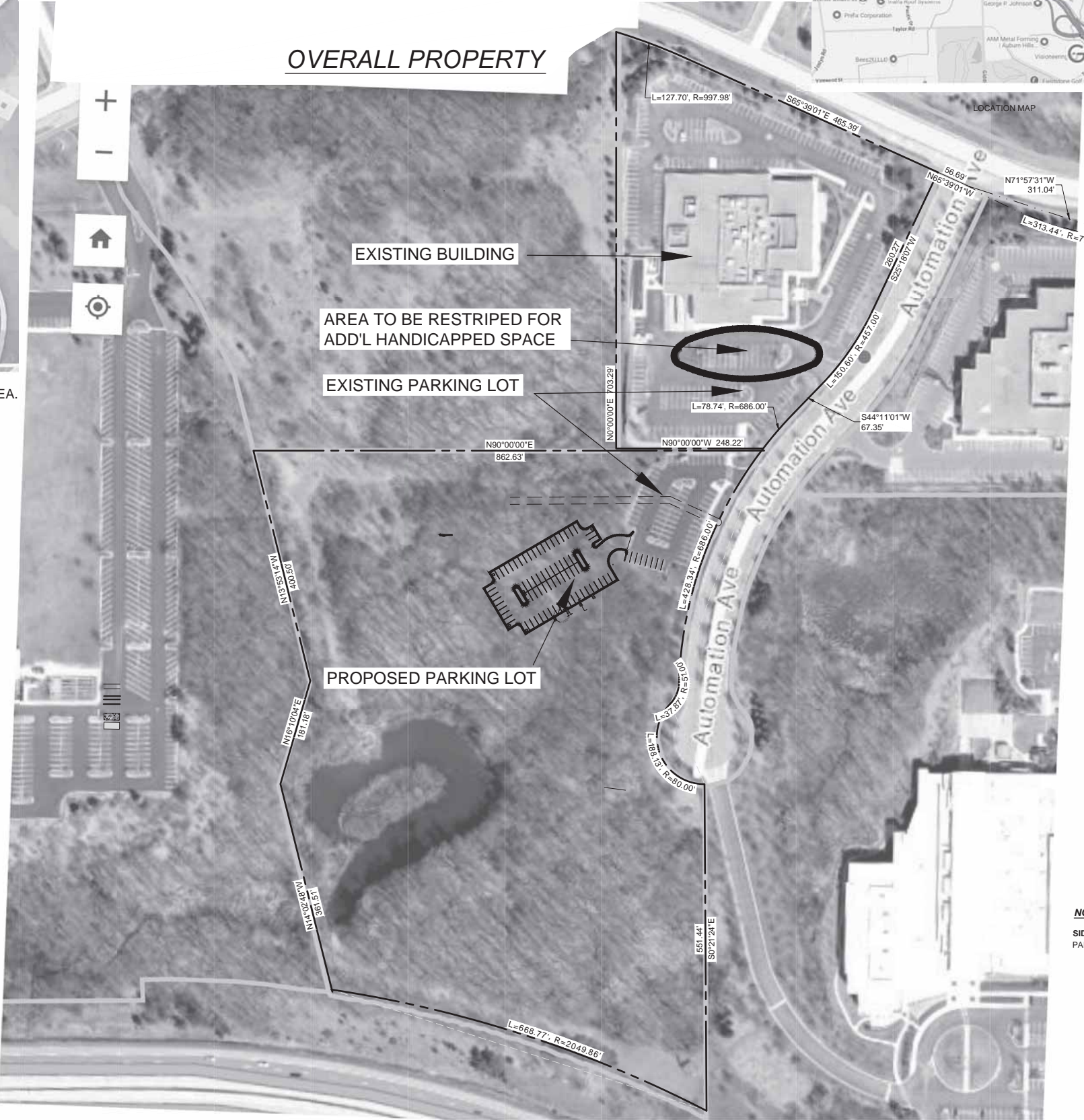
BROSE NORTH AMERICA SHALL RESTRIPE A PORTION OF ITS MAIN PARKING LOT SURROUNDING THE BUILDING TO PROVIDE 1 ADDITIONAL BARRIER-FREE PARKING SPACE IN ORDER TO OBTAIN A TOTAL OF 9 PER ZONING ORDINANCE AND MICHIGAN BARRIER FREE REQUIREMENTS.

BROSE NORTH AMERICA WILL ADD THE REQUIRED SIGNAGE AND PAVEMENT MARKINGS FOR ITS FOUR EXISTING CHARGING STATION SPACES. SEE SIGN DETAILS, SHEET 9.

BROSE NORTH AMERICA SHALL ADDRESS THE PAVEMENT CONDITION IN ITS LOWER LOT AS DETERMINED BY THE CITY'S ENGINEER AND REPLACE ANY DEAD OR DYING TREES ON THE PROPERTY AS DETERMINED BY THE CITY'S WOODLAND CONSULTANT.



OVERALL PROPERTY



PROPRIETOR'S NAME & ADDRESS:
BROSE NORTH AMERICA, INC.
3933 AUTOMATION AVE.
AUBURN HILLS, MI 48326
ATTN: KENNETH KAPPLER
248-339-4114
Kenneth.Kappler@Brose.com

NOT FOR CONSTRUCTION DRAWINGS

SIDWELL IDENTIFICATION NUMBER:
PART OF 14-03-401-014

2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS



MASON BROWNS ASSOCIATES, LLC CIVIL ENGINEERS & SURVEYORS 2708 BRIDLE ROAD BLOOMFIELD HILLS, MICHIGAN 48304 (248) 425-9789 mason_brown@abglobal.net			BROSE, INC PROPOSED PARKING LOT EXPANSION OVERALL SITE & RESTRIPING PLAN		
KIRCO MANIX					
REVISIONS:	DESIGN: MB	DRAWN: mb	CHECKED: MB	SCALE:	DATE:
	25-011.DWG			1"=100'	07-07-2025
					JOB NO.
					25-011
					SHEET
					5

CITY OF AUBURN HILLS STANDARD NOTES

CONSTRUCTION SHALL CONFORM TO CURRENT CITY OF AUBURN HILLS' STANDARDS.

NO WORK SHALL BE PERFORMED WITHOUT INSPECTION.

A PERMIT FROM THE DPW IS REQUIRED FOR ALL CONSTRUCTION WITHIN CITY ROW. NO EQUIPMENT OR MATERIAL STORAGE WILL BE PERMITTED IN THE ROW.

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.

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.

ALL MATERIALS AND MANUFACTURERS SHALL CONFORM TO THE STANDARD DETAILS.

UTILITY STRUCTURES SHALL NOT BE LOCATED IN DRIVEWAYS, AND WHERE POSSIBLE, SHALL NOT BE LOCATED IN PAVED AREAS.

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 (MISS DIG 1-800-482-7171) THREE (3) WORKING DAYS BEFORE THE START OF ANY CONSTRUCTION.

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.

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.

ALL SOIL EROSION MEASURES MUST BE PROPERLY PLACED PRIOR TO GRADING OR OTHER CONSTRUCTION ACTIVITIES.

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.

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.

3 WORKING DAYS PRIOR TO STARTING CONSTRUCTION, CONTACT THE CONSTRUCTION DEPARTMENT OF ORCHARD, HILTZ & McCUMENT, INC. AT (734) 466-4539 TO SCHEDULE INSPECTION. OHM 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.

PERMANENT STRUCTURES OF ANY TYPE, INCLUDING BUT NOT LIMITED TO, TREES, LIGHT POLES, DRAINAGE STRUCTURES, SANITARY STRUCTURES, BENCHES, TRASH RECEPTACLES, ETC., WILL NOT BE ALLOWED WITHIN THE INFLUENCE OF THE PUBLIC WATER MAIN OR SANITARY SEWER EASEMENTS.

FIRE DEPARTMENT NOTES

1. 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

2. 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.

3. 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.

4. 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.

5. 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 SPACINGS BETWEEN SIGNS NOT TO EXCEED ONE
HUNDRED (100) FEET.

6. DESIGNATED EXIT DOORS ONTO DRIVES OR PARKING AREAS MUST BE PROTECTED
WITH GUARD POSTS OR PARKING BLOCKS.

7. A WHITE HIGH VISIBILITY STRIP SHALL BE PAINTED ON THE UPPER FLANGE OF ALL
FIRE HYDRANTS.

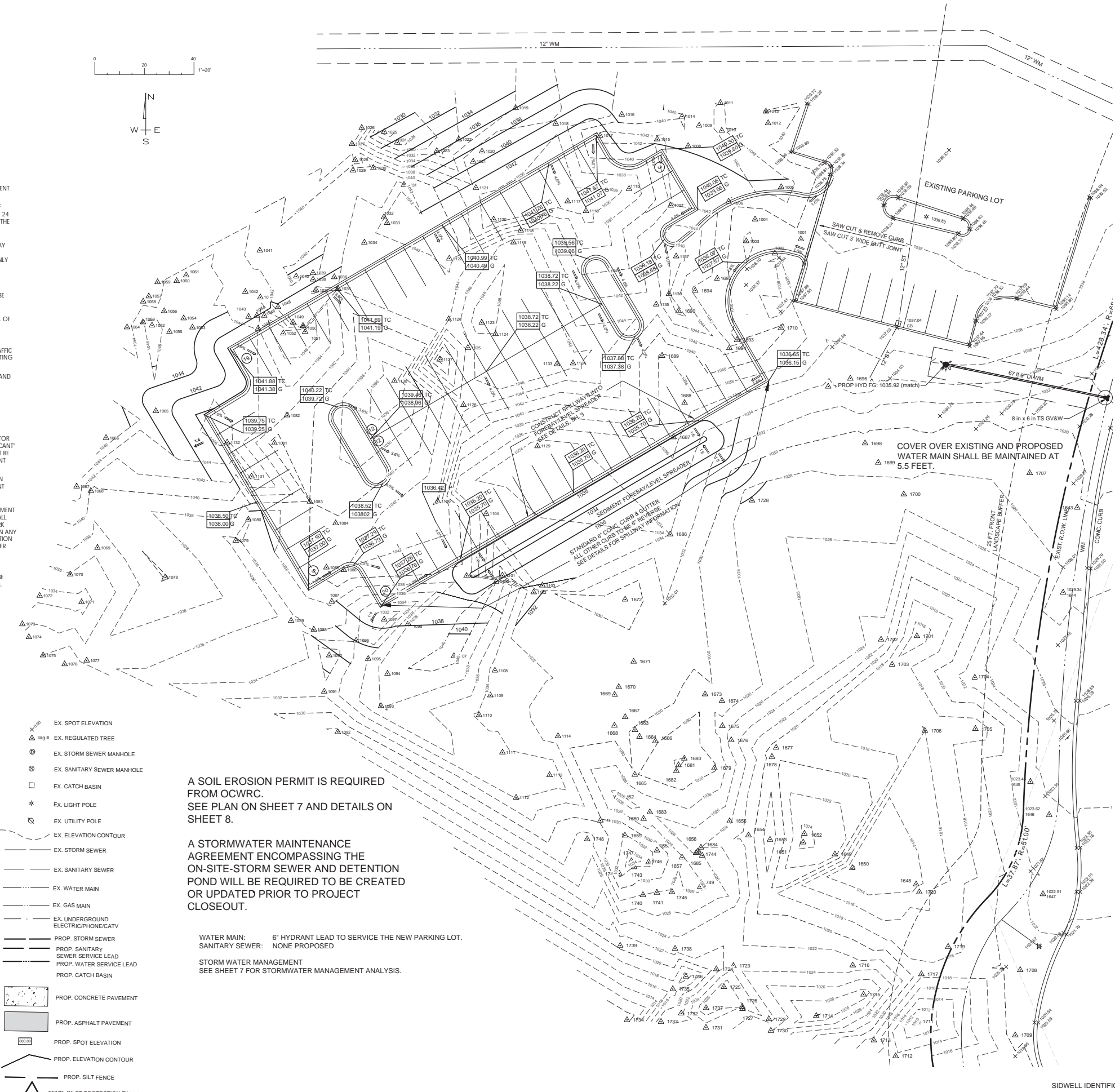
- EX. SPOT ELEVATION
EX. REGULATED TREE
EX. STORM SEWER MANHOLE
EX. SANITARY SEWER MANHOLE
EX. CATCH BASIN
EX. LIGHT POLE
EX. UTILITY POLE
EX. ELEVATION CONTOUR
EX. STORM SEWER
EX. SANITARY SEWER
EX. WATER MAIN
EX. GAS MAIN
EX. UNDERGROUND
ELECTRIC/PHONE/CATV
PROP. STORM SEWER
PROP. SANITARY
SEWER SERVICE LEAD
PROP. WATER SERVICE LEAD
PROP. CATCH BASIN
PROP. CONCRETE PAVEMENT
PROP. ASPHALT PAVEMENT
PROP. SPOT ELEVATION
PROP. ELEVATION CONTOUR
PROP. SILT FENCE

A SOIL EROSION PERMIT IS REQUIRED
FROM OCWRC.
SEE PLAN ON SHEET 7 AND DETAILS ON
SHEET 8.

A STORMWATER MAINTENANCE
AGREEMENT ENCOMPASSING THE
ON-SITE-STORM SEWER AND DETENTION
POND WILL BE REQUIRED TO BE CREATED
OR UPDATED PRIOR TO PROJECT
CLOSEOUT.

WATER MAIN: 6" HYDRANT LEAD TO SERVICE THE NEW PARKING LOT.
SANITARY SEWER: NONE PROPOSED

STORM WATER MANAGEMENT
SEE SHEET 7 FOR STORMWATER MANAGEMENT ANALYSIS.



2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS



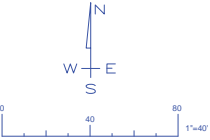
SIDWELL IDENTIFICATION NUMBER: PART OF 14-03-401-014

MASON BROWNS ASSOCIATES, LLC
CIVIL ENGINEERS & SURVEYORS
2708 BRIDLE ROAD
BLOOMFIELD HILLS, MICHIGAN 48304
(248) 425-9789 mason_brown@abglobal.net

BROSE, INC
PROPOSED PARKING LOT EXPANSION
ENGINEERING PLAN

KIRCO MANIX

REVISIONS:		DESIGN: --	25-011	DWG
		DRAWN: mb		
		CHECKED: MB		
		FIELD CHK: net		
SCALE:		1"=20'		
DATE:		06-13-2025		
JOB NO.			25-011	
SHEET				



STORMWATER MANAGEMENT SYSTEM ANALYSIS 7/25/2025

Pond Drainage Area Existing "C" Factor			
AREA	"C"	Equivalent Area	
PVT/BLDG	4.86 acres x 0.95 =	4.62 acres	
LAWN/FORES	21.64 acres x 0.30 =	6.49 acres	
TOTAL	26.50 acres x 0.42 =	11.11 acres	

Pond Drainage Area Proposed "C" Factor			
AREA	"C"	Equivalent Area	
PVT/BLDG	5.41 acres x 0.95 =	5.14 acres	
LAWN/FORES	21.64 acres x 0.30 =	6.49 acres	
TOTAL	27.05 acres x 0.43 =	11.63 acres	

STORM WATER MANAGEMENT DESCRIPTION
PROPOSED PARKING LOT
STORM WATER TO SHEET FLOW TO LOW AREA IN THE PARKING LOT, THROUGH SPILLWAYS TO A SEDIMENT FOREBAY AND LEVEL SPREADER, OUTLET TO THE LOW EXISTING LOW AREA VIA 300 FEET SHEET FLOW THROUGH GRASS AND TREED AREA - THE DEFINITION OF A VEGETATIVE FILTER STRIP - TO EXISTING LOW AREA ON SITE FOR DETENTION.

OVERALL SITE ANALYSIS
THE SITE DRAINS INTO WETLAND "A" WHICH WAS PREVIOUSLY SIZED FOR THE PINNACLE SITE PLAN, LOT A. THE DESIGN WAS FOR A TOTAL AREA OF 26.5 ACRES AND A POST DEVELOPMENT "C" FACTOR OF 0.75, RESULTING IN AN EQUIVALENT AREA OF 26.5 X 0.75 = 19.87.

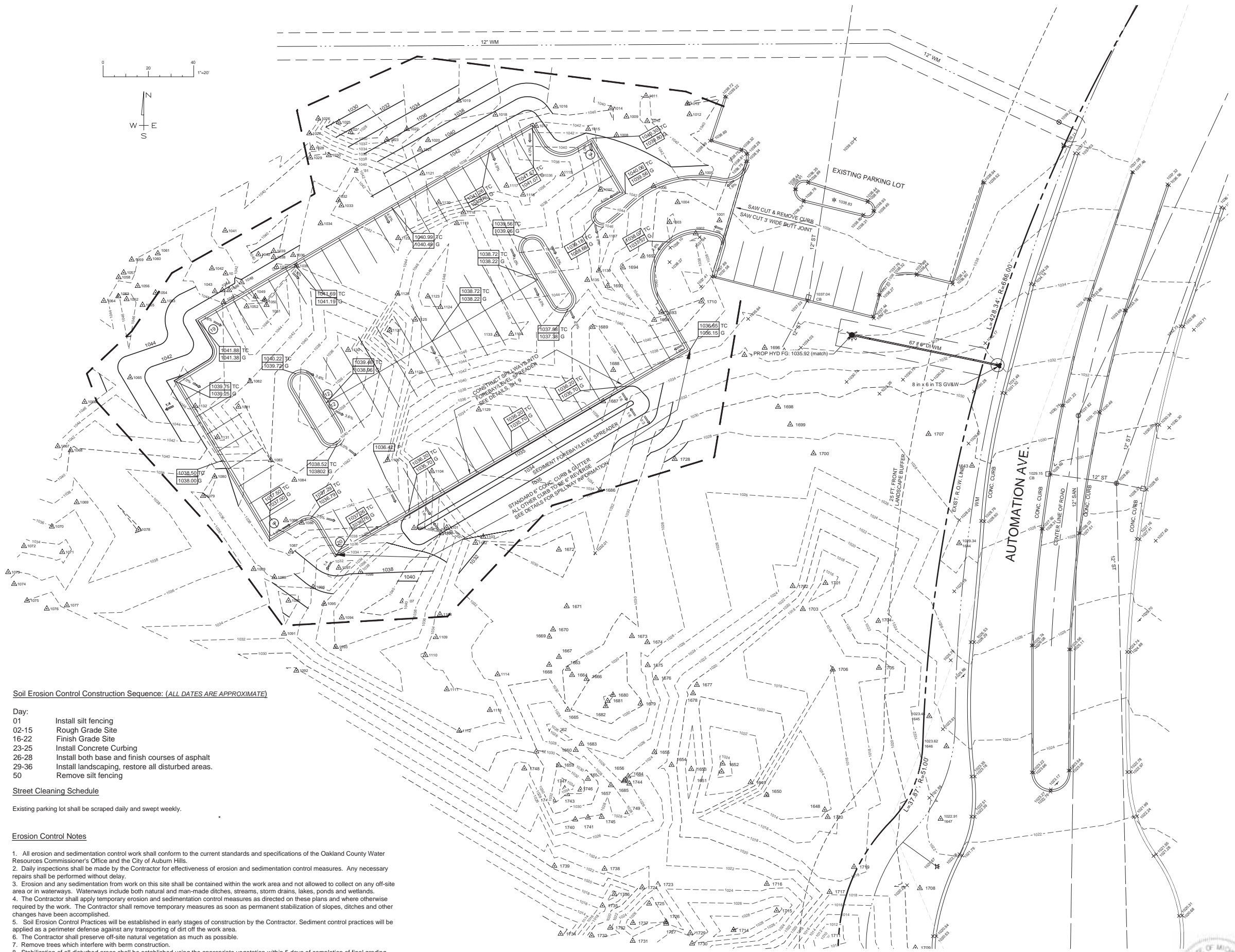
THE PROPOSED PARKING LOT ADDS HARD SURFACES WHICH INCREASES THE "C" TO 0.42. THE PROPOSED EQUIVALENT AREA = 11.63. THEREFORE THERE WILL BE NO IMPACT ON THE EXISTING POND.

FOREBAY/LEVEL SPREADER STORAGE TABLE						
ELEV	AREA (sq. ft.)	DEPT H (ft)	AVG END INC. VOL (cu. ft.)	AVG END TOTAL VOL (cu. ft.)	CONIC INC. VOL (cu. ft.)	CONIC TOTAL VOL (cu. ft.)
1,034.00	229.80	N/A	N/A	0.00	N/A	0.00
1,035.00	1,700.96	1.00	965.28	965.28	851.83	851.83

2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS



SIDWELL IDENTIFICATION NUMBER: PART OF 14-03-401-014



LEGEND

- EX. SPOT ELEVATION
- EX. REGULATED TREE
- EX. STORM SEWER MANHOLE
- EX. SANITARY SEWER MANHOLE
- EX. CATCH BASIN
- EX. LIGHT POLE
- EX. UTILITY POLE
- EX. ELEVATION CONTOUR
- EX. STORM SEWER
- EX. SANITARY SEWER
- EX. WATER MAIN
- EX. GAS MAIN
- EX. UNDERGROUND ELECTRIC/PHONE/CATV
- PROP. STORM SEWER
- PROP. SANITARY SEWER SERVICE LEAD
- PROP. WATER SERVICE LEAD
- PROP. CATCH BASIN
- PROP. CONCRETE PAVEMENT
- PROP. ASPHALT PAVEMENT
- PROP. SPOT ELEVATION
- PROP. ELEVATION CONTOUR
- PROP. SILT FENCE
- TEMP. INLET PROTECTION FILTER

Soil Erosion Control Construction Sequence: (ALL DATES ARE APPROXIMATE)

- Day:
- 01 Install silt fencing
 - 02-15 Rough Grade Site
 - 16-22 Finish Grade Site
 - 23-25 Install Concrete Curbing
 - 26-28 Install both base and finish courses of asphalt
 - 29-36 Install landscaping, restore all disturbed areas.
 - 50 Remove silt fencing

Street Cleaning Schedule

Existing parking lot shall be scraped daily and swept weekly.

Erosion Control Notes

- All erosion and sedimentation control work shall conform to the current standards and specifications of the Oakland County Water Resources Commissioner's Office and the City of Auburn Hills.
- Daily inspections shall be made by the Contractor for effectiveness of erosion and sedimentation control measures. Any necessary repairs shall be performed without delay.
- Erosion and any sedimentation from work on this site shall be contained within the work area and not allowed to collect on any off-site area or in waterways. Waterways include both natural and man-made ditches, streams, storm drains, lakes, ponds and wetlands.
- The Contractor shall apply temporary erosion and sedimentation control measures as directed on these plans and where otherwise required by the work. The Contractor shall remove temporary measures as soon as permanent stabilization of slopes, ditches and other changes have been accomplished.
- Soil Erosion Control Practices will be established in early stages of construction by the Contractor. Sediment control practices will be applied as a perimeter defense against any transporting of dirt off the work area.
- The Contractor shall preserve off-site natural vegetation as much as possible.
- Remove trees which interfere with berm construction.
- Stabilization of all disturbed areas shall be established using the appropriate vegetation within 5 days of completion of final grading.
- The Contractor shall be responsible for dust control and shall provide all equipment and material to keep dust in check at all times. The contractor shall respond immediately to any and all complaints.

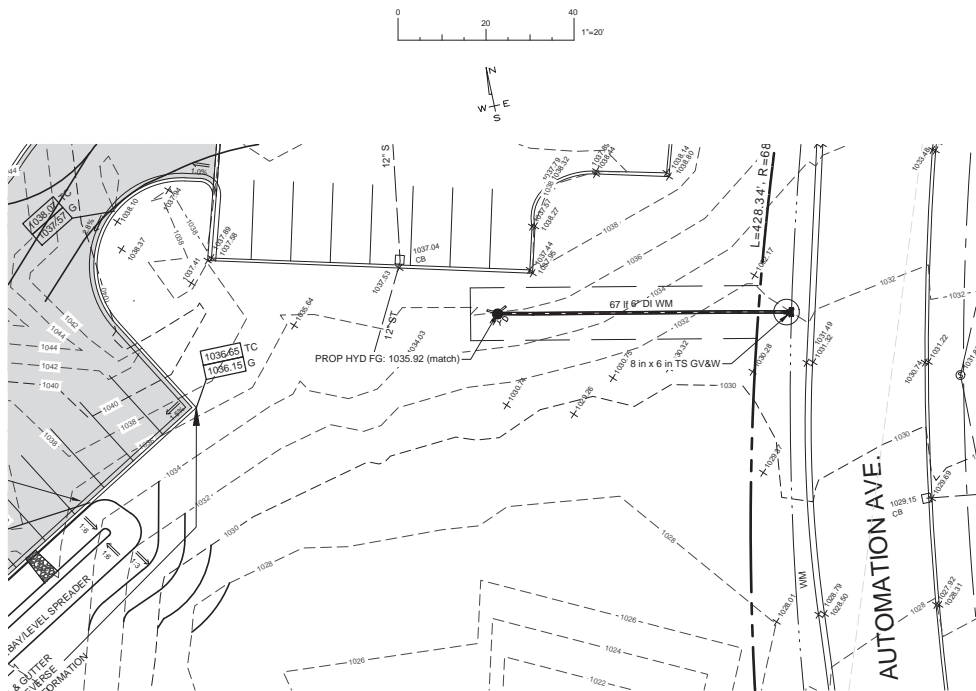
Long Term Maintenance

(all work will be the responsibility of the Owner)
Forebay to be inspected annually. Any built up silt/debris shall be removed offsite & legally disposed of. Forebay to be restored to it's original condition.

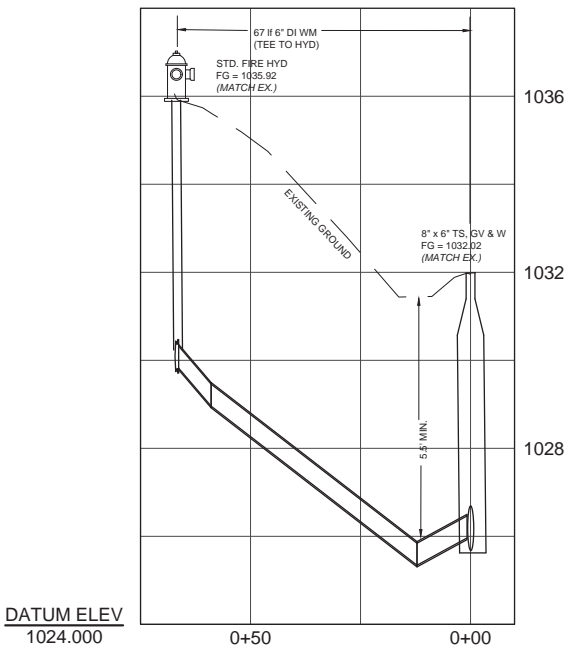
2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS

SIDWELL IDENTIFICATION NUMBER: PART OF 14-03-401-014





WATER MAIN PLAN

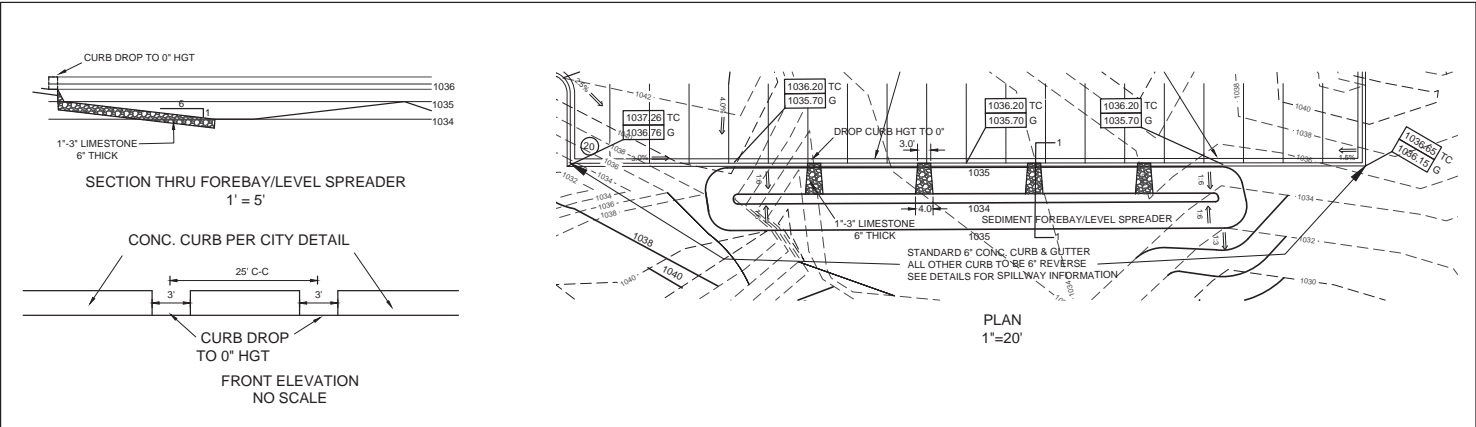
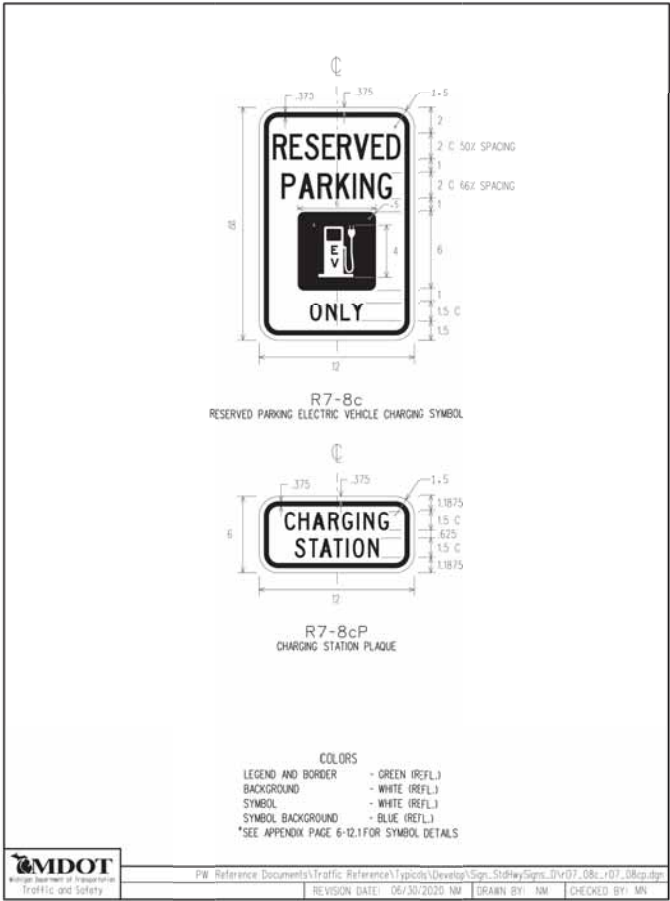


WATER MAIN PROFILE
SCALE: HOR 1"=20'
VERT 1" = 2'

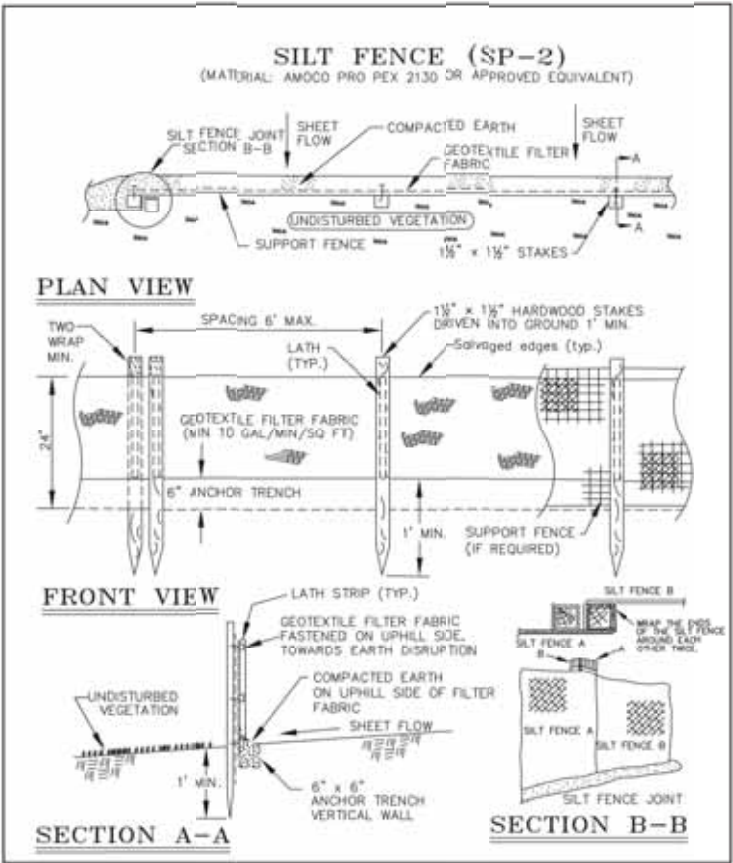
COVER OVER EXISTING AND PROPOSED WATER MAIN SHALL BE MAINTAINED AT 5.5 FEET.



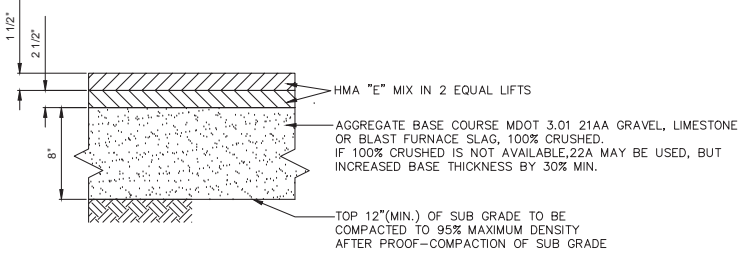
READILY ACCESSIBLE PARKING SPACE SIGNAGE



SPILLWAYS INTO FOREBAY/LEVEL SPREADER



ASPHALT PAVING DETAIL



2025-07-28 PER CITY COMMENTS
2025-07-25 PER CITY COMMENTS
2025-07-22 PER CITY COMMENTS

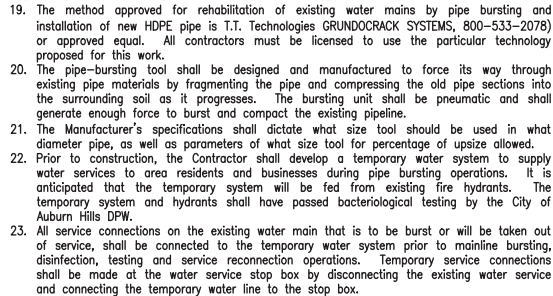


MASON BROWN ASSOCIATES, LLC
CIVIL ENGINEERS & SURVEYORS
2708 BRIDLE ROAD
BLOOMFIELD HILLS, MICHIGAN 48304
(248) 425-9789 mason_brown@abglobal.net

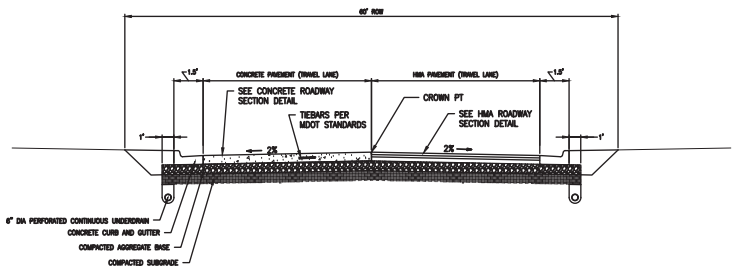
BROSE, INC.
PROPOSED PARKING LOT EXPANSION
SITE DETAILS AND WATER LINE PROFILE

KIRCO MANIX

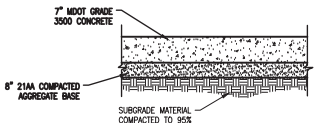
REVISIONS:	DESIGN: --	DRAWN: mb	CHECKED: MB
25-011DWG	25-011DWG	25-011DWG	25-011DWG
SCALE:	AS SHOWN	DATE:	06-13-2025
JOB NO.	25-011	SHEET	9



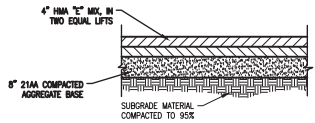
DRAWING PATH: P:\0101_01250120203030_Auburn_Hills_Standards_Update\Drawings\Civil\Details\AH-ROAD_DET.dwg Jul 13, 2022 - 3:21pm



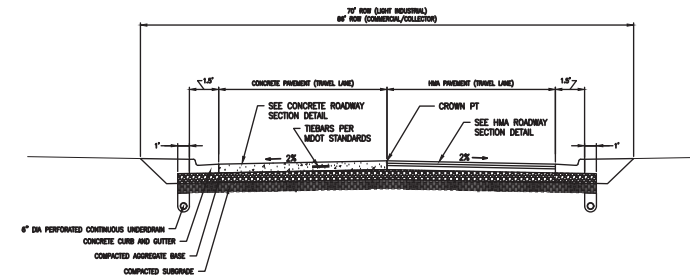
TYPICAL CROSS SECTION
RESIDENTIAL ROAD PAVEMENT
NOT TO SCALE



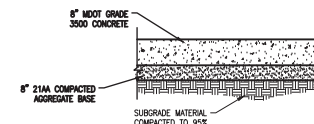
TYPICAL CONCRETE ROADWAY
SECTION FOR RESIDENTIAL ROAD
NOT TO SCALE



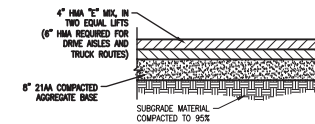
TYPICAL HMA ROADWAY SECTION FOR
RESIDENTIAL ROAD
NOT TO SCALE



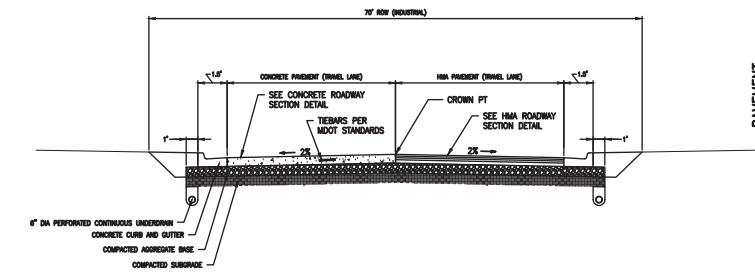
TYPICAL CROSS SECTION
COMMERCIAL/LIGHT INDUSTRIAL ROAD PAVEMENT
NOT TO SCALE



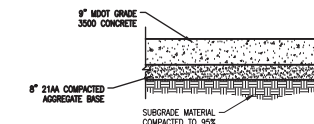
TYPICAL CONCRETE ROADWAY SECTION FOR
COMMERCIAL/LIGHT INDUSTRIAL ROAD
NOT TO SCALE



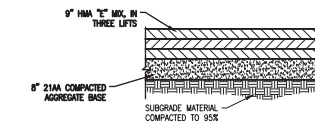
TYPICAL HMA ROADWAY SECTION FOR
COMMERCIAL/LIGHT INDUSTRIAL ROAD
NOT TO SCALE



TYPICAL CROSS SECTION
INDUSTRIAL ROAD PAVEMENT
NOT TO SCALE



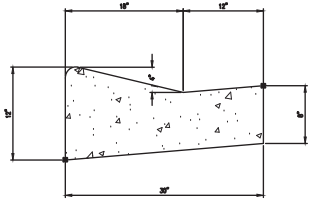
TYPICAL CONCRETE ROADWAY
SECTION FOR INDUSTRIAL ROAD
NOT TO SCALE



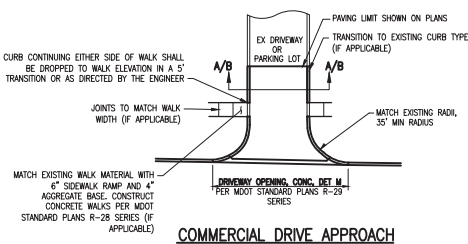
TYPICAL HMA ROADWAY SECTION FOR
INDUSTRIAL ROAD
NOT TO SCALE



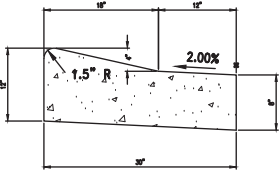
RESIDENTIAL DRIVEWAY APPROACH
NOT TO SCALE



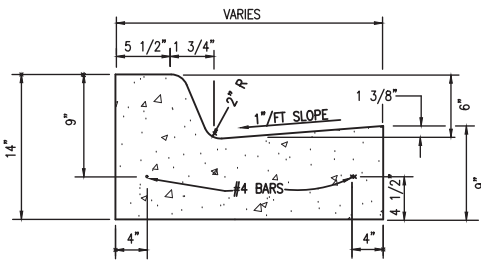
4" MOUNTABLE CURB
NOT TO SCALE



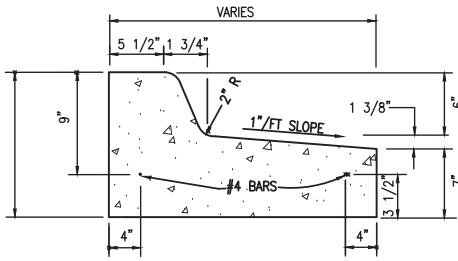
COMMERCIAL DRIVE APPROACH



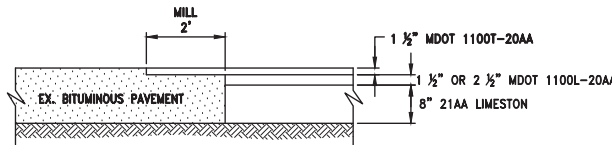
4" REVERSE CURB & GUTTER
NOT TO SCALE



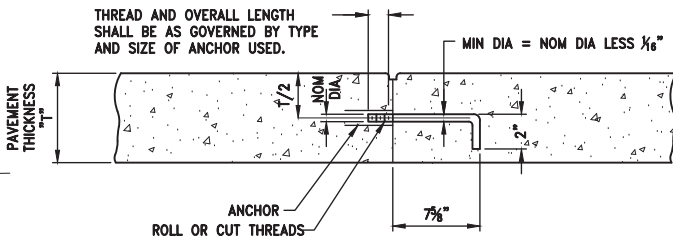
6" CONCRETE CURB AND GUTTER DETAIL
NOT TO SCALE
NOTE: DIMENSIONS VARY. FOLLOW MDOT STANARD DETAIL SERIES R-30



6" REVERSE CONCRETE CURB AND GUTTER DETAIL
NOT TO SCALE
NOTE: DIMENSIONS VARY. FOLLOW MDOT STANARD DETAIL SERIES R-30



2" BITUMINOUS BUTT JOINT DETAIL
NOT TO SCALE

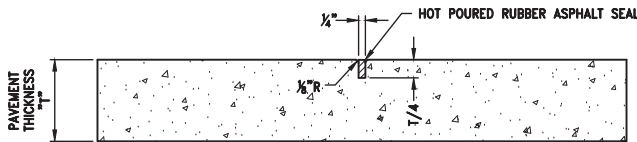


THIS JOINT SHALL BE CONSTRUCTED ACCORDING TO
STANDARD FOR LONGITUDINAL BULKHEAD
CONSTRUCTION JOINT EXCEPT THAT THE "FIRST
FOUR" IS AN EXISTING PAVEMENT.

SPACING CENTER TO CENTER SHALL BE AS SHOWN
IN THE FOLLOWING TABLE:

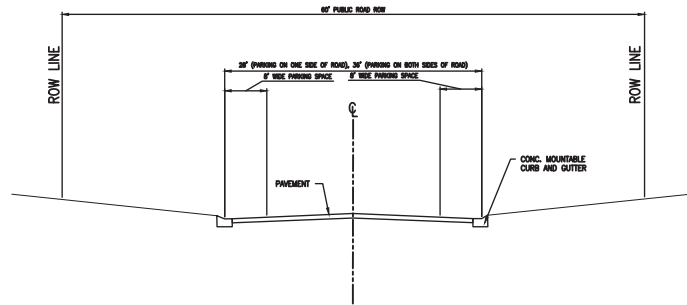
	DIAMETER	3/8"	3/4"	7/8"
SELF-DRILLING FLUSH TYPE		24"	32"	48"
TORQUE - TYPE		40"	40"	---

LONGITUDINAL BULKHEAD JOINT
NOT TO SCALE

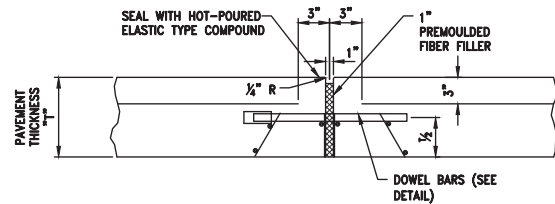


TRANSVERSE WEAKNESS PLANE JOINTS SHALL BE CONSTRUCTED IMMEDIATELY AFTER
THE FINISHING OPERATION HAS BEEN COMPLETED. A GROOVE SHALL BE FORMED IN
THE CONCRETE WITH METAL FORMING STRIP TO THE DEPTH SHOWN. THE PRE
MOLDED FILLER STRIP SHALL BE PLACED IN GROOVE FORMED BY THE METAL STRIP.
FROM A BRIDGE OPERATING ON THE PAVEMENT FORMS. THE CONCRETE SHALL BE
HAND FLOATED AGAINST THE SIDES OF THE FILLER AND THE JOINT EDGE TO THE
RADIUS SHOWN. THESE JOINTS SHALL BE PLACED AT APPROXIMATE 20' INTERVALS
BETWEEN TRANSVERSE EXPANSION JOINTS.

TRANSVERSE WEAKENED PLANE JOINT
NOT TO SCALE



TYPICAL ROAD WIDTHS WITH PARKING
(PRIVATE ROAD)
NOT TO SCALE



WITH LOAD TRANSFER - SYMBOL (E)
WITHOUT LOAD TRANSFER - SYMBOL (E)

TRANSVERSE EXPANSION JOINT "E"
NOT TO SCALE

GENERAL PAVING NOTES

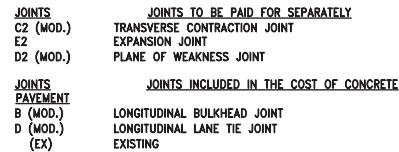
- All construction shall conform to the current standards and specifications of the City of Auburn Hills and the Road Commission for Oakland County (R.C.O.C.) where applicable. All public pavement construction shall have full-time inspection directed by a professional engineer provided by, or caused to be provided by, the City of Auburn Hills.
- Three (3) working days prior to construction, the Contractor shall telephone MISS DIG (1-800-482-7171) for underground facilities locations.
- Existing topsoil, vegetation and organic materials shall be stripped and removed from proposed pavement area prior to placement of base materials. Tree roots shall be completely removed.
- Prior to placement of base material or pavements, the contractor shall proofroll the subgrade in the presence of a geotechnical engineer and remove any unsuitable material observed. The pavement subgrade shall be compacted to 95% of the maximum dry density prior to placement of the proposed pavement. The final subgrade shall be proofrolled in the presence of a geotechnical engineer.
- Concrete and asphalt testing is required for all projects. A copy of the test results shall be provided to the City.
- If the inspector/engineer determine that field conditions warrant additional testing, the contractor/developer shall arrange for and pay for all required additional testing.
- For any work within the public right-of-way, the contractor shall secure all necessary permits and arrange for all required inspection.
- Fill areas shall be machine compacted in uniform lifts to 95% of the maximum dry density prior to placement of the proposed pavement.
- All aggregate base material shall be compacted to 95% of the maximum dry density prior to placement of the proposed pavement. Aggregate base shall extend a minimum of 2 feet beyond the back of curb or the paved edge.
- 6" underdrain shall be installed on both sides of all roadways in geotextile wrapped trench.
- Prior to street acceptance, the full cross section must be installed per the approved plans and any repairs to the pavement and curb must be completed at the direction of the City Engineer. The full pavement cross section shall be paved in a continuous process without delay between separate courses.

CONCRETE PAVEMENT NOTES

- Concrete shall be MDOT Grade 3500 (3500 psi) with a slump of 1-1/2" to 3".
- All concrete pavement, drive openings, curb and gutter, etc. shall be spray cured with white membrane curing compound immediately following finishing operation.
- No concrete paving shall be allowed prior to May 1, or after November 1 (unless approved by the City).
- Do not place concrete when precipitation is imminent or when moisture on existing surface will prevent satisfactory curing. Unless otherwise approved by the City Engineer in writing, temperature and seasonal requirements for placing concrete will be according to the current MDOT Standard Specifications. Paving will not be allowed below these minimum temperatures, nor when frost is on or in the grade or on the existing surface.
- All mix designs require review and approval by the geotechnical engineer.

ASPHALT PAVEMENT NOTES

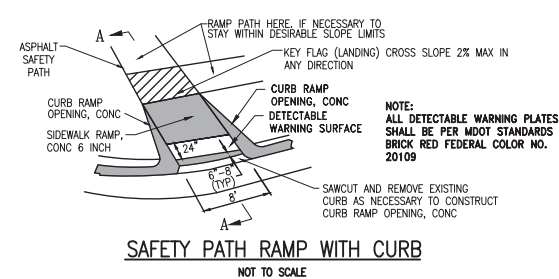
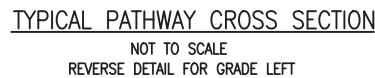
- Asphalt shall be of the mix specified on the standard details herein and shall conform to all MDOT Standard Specifications.
- All bituminous material shall be compacted to a density of 95% of the field control density as determined by the theoretical maximum density.
- A bond coat of SS-1H emulsion is required between all courses of asphalt immediately prior to placement of each course of pavement. The bond coat shall be applied in a uniform manner over the surface at a rate of 0.10 gallon/sq. yd. between leveling courses & 0.05 gallon/sq. yd. between wearing and leveling course.
- Do not place HMA or apply bond coat when precipitation is imminent or when moisture on existing surface will prevent satisfactory curing. Unless otherwise approved by the City Engineer in writing, temperature and seasonal requirements for placing concrete will be according to the current MDOT Standard Specifications. Paving will not be allowed below these minimum temperatures, nor when frost is on or in the grade or on the existing surface.
- All mix designs require review and approval by the geotechnical engineer.



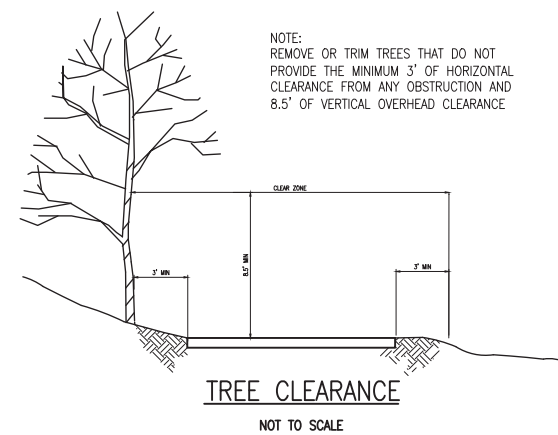
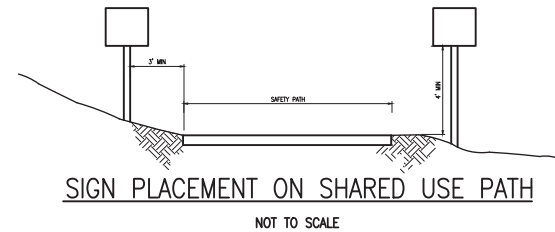
TYPICAL JOINT LAYOUT
NOT TO SCALE



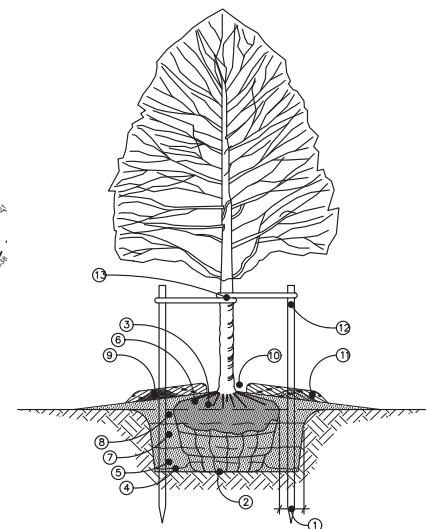
TYPICAL PATHWAY CROSS SECTION
NOT TO SCALE
REVERSE DETAIL FOR GRADE RIGHT



1. All pathway shall be constructed per the current version of MDOT standard plan R-28 series and shall follow all current ADA guidelines.
2. All pathway shall be constructed to the City of Auburn Hills Standard Details.
3. Maximum pathway slope is 2% Design cross slope shall be 1.25% to 1.5%.
4. ADA ramps shall be provided at all intersections and street crossings. Detectable warning surfaces shall be provide for all ADA ramps and shall extend the full width of the curb ramp.
5. A clean saw cut joint shall be provided wherever new pavement matches existing pavement.
6. Utility structures shall be located within the proposed plan grade. Where possible, utility structures shall be outside of the pathway alignment.
7. Pathway and sidewalk shall be free of standing water prior to final acceptance.



DETAIL FOR
INFORMATION ONLY.
WALL MANUFACTURER
RESPONSIBLE FOR
SITE SPECIFIC
DETAILS.



TREE 3" CAL. & UNDER

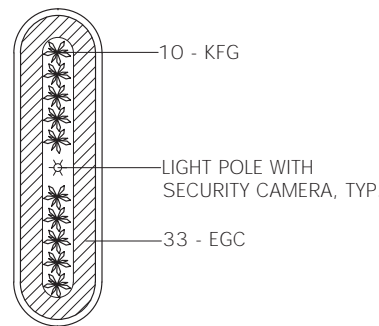
NOT TO SC

LANDSCAPE MANAGEMENT
SOLUTIONS, LLC

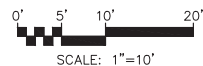
- ① ALL LANDSCAPE INSTALLATION SHALL CONFORM TO THE LANDSCAPE REQUIREMENTS AS OUTLINED IN THE ORDINANCES FOR AUBURN HILLS, MICHIGAN.
- ② ALL PLANT MATERIAL TO BE INSTALLED PER PLANTING DETAILS & SPECIFICATIONS.
- ③ ALL LAWN AREA (AS INDICATED) ARE TO BE SEEDED, UNLESS NOTED OTHERWISE, WITH A MINIMUM 4" OF TOPSOIL.
- ④ ALL LAWN AND LANDSCAPE PLANTING BED AREAS (AS INDICATED) WILL BE IRRIGATED WITH AN AUTOMATIC UNDERGROUND IRRIGATION SYSTEM. WATERING WILL ONLY OCCUR BETWEEN THE HOURS OF 12AM AND 5AM.
- ⑤ ALL EDGING (AS INDICATED) TO BE AS SPECIFIED ON DRAWINGS & DETAILS, INSTALL PER MANUFACTURERS SPECIFICATIONS.
- ⑥ SIZE AND QUALITY OF LANDSCAPE MATERIAL SHALL BE IN ACCORDANCE WITH THE STANDARD SET FORTH BY 'THE AMERICAN ASSOCIATION OF NURSERYMEN'.
- ⑦ LANDSCAPE CONTRACTOR TO NOTIFY LANDSCAPE ARCHITECT IN WRITING OF ANY PROPOSED CHANGE IN PLANT MATERIAL AND OR LOCATION. LANDSCAPE ARCHITECT TO APPROVAL ALL SUBSTITUTIONS AND OR CHANGES IN WRITING, PRIOR TO INSTALLATION.
- ⑧ THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO REJECT ANY PLANT MATERIAL THAT DOES NOT MEET THE OWNER, LANDSCAPE ARCHITECT, OR INDUSTRY STANDARDS.
- ⑨ LANDSCAPE ARCHITECT TO APPROVE ALL PLANT LOCATIONS PRIOR TO INSTALLATION, ALL CONSTRUCTION AND PLANT MATERIAL LOCATIONS MAY BE ADJUSTED ON SITE IF NECESSARY.
- ⑩ PLANT TREES AND SHRUBS GENERALLY NO CLOSER THEN THE FOLLOWING DISTANCES FROM SAFETY PATHS, SIDEWALKS, CURBS, PARKING STALLS & FIRE DEPARTMENT CONNECTIONS (HYDRANTS): DECIDUOUS TREES – 5 FT., ORNAMENTAL & CONIFEROUS TREES – 10 FT., SHRUBBERY LESS THAN 12' HT. x 12" WD. (AT MATURITY) – 2 FT.
- ⑪ NO DECIDUOUS OR CONIFEROUS TREES ARE TO BE INSTALLED OVER ANY PROPOSED OR EXISTING UNDERGROUND UTILITY LINES AS SHOWN ON THE OVERALL SITE LANDSCAPE PLAN. REFER TO CIVIL ENGINEERING PLANS FOR EXACT LOCATIONS AND DETAILS.
- ⑫ THE LANDSCAPE CONTRACTOR SHALL DEVELOP & IMPLEMENT A LANDSCAPE MAINTENANCE PROGRAM & SHALL GUARANTEE ALL PLANT MATERIAL FOR A MINIMUM OF TWO (2) YEARS AFTER THE DATE THE WORK IS ACCEPTED IN WRITING BY CONROY & ASSOCIATES, INC. THE CONTRACTOR SHALL REPLACE, WITHOUT COST TO THE OWNER, ALL DISEASED, DAMAGED OR DEAD PLANTS, IN ACCORDANCE WITH THE STANDARDS OF THE AUBURN HILLS ZONING ORDINANCE. REPLACEMENT MATERIAL SHALL CONFORM TO THE ORIGINAL SPECIFICATION.

- ① DIG PLANT POCKET MINIMUM 24" WIDER THAN BALL.
- ② DIG PLANT POCKET FOR SHRUBS A MINIMUM OF 6" WIDER THAN BALL OR CONTAINER.
- ③ LOOSEN SOIL ON SIDES OF POCKET TO BREAK GLAZING CAUSED BY DIGGING. THOROUGHLY COMPACT SUBGRADE.
- ④ CONTRACTOR TO VERIFY PERCOLATION OF PLANTING BED OR POCKET PRIOR TO INSTALLATION
- ⑤ COMPLETELY REMOVE ALL CONTAINERS AT THE TIME OF PLANTING.
- ⑥ ALL UNSUITABLE SOIL TO BE REMOVED FROM SITE.
- ⑦ ALL HEIGHTS SHOWN ON DETAILS ARE BEFORE PRUNING.
- ⑧ ALL DEPTHS SHOWN ON DETAILS ARE BEFORE SETTLING.
- ⑨ SET 7/8 OF BALL IN POCKET, EXPOSING 1/8 OF BALL AT GRADE MINIMUM.
- ⑩ BACKFILL PREPARED SOIL TO 1/3 THE DEPTH & COMPACT THOROUGHLY, BACKFILL SECOND & COMPACT THOROUGHLY, FINISH BACKFILL & COMPACT THOROUGHLY.
- ⑪ LOOSEN & REMOVE ALL LACING FROM BALL.
- ⑫ BACKFILL WITH PREPARED SOIL.
- ⑬ COVER TREE PLANT POCKET AREAS & ALL PLANTING BEDS WITH A MINIMUM 3" DEPTH SHREBARK MULCH. LEAVE 3" RING EXPOSED AT BASE OF ALL INDIVIDUAL TREES. MULCH TO BE NATURAL IN COLOR.
- ⑭ ALL ANNUAL & PERENNIAL BEDS TO BE EXCAVATED TO A DEPTH OF 6" & REPLACED WITH A PLANTING MIX CONSISTING OF 50% SANDY SOIL & 50% LEAF COMPOST.
- ⑮ ALL PLANTS ARE TO BE PLUMB PRIOR TO STAKING. STAKING IS NOT TO BE USED TO STRAIGHTEN LEANING MATERIAL.
- ⑯ ALL STAKING & GUYING MATERIAL TO BE REMOVED BY LANDSCAPE CONTRACTOR ONE (1) YEAR AFTER INSTALLATION.

NOTES: 1) 24 OF THE REQUIRED REPLACEMENT TREES ARE TO BE LOCATED AROUND THE PARKING LOT AS SHOWN
2) THE REMAINING 30 REPLACEMENT TREE REQUIREMENT TO BE SATISFIED BY THE OWNER'S CONTRIBUTION
TO THE CITY OF AUBURN HILLS TREE REPLACEMENT FUND.
3) ALL DISTURBED AREAS TO BE SEEDED WITH MDOT CLASS A SEED MIX, & 12-12-12 FERTILIZER
AT RATES SPECIFIED BY DISTRIBUTOR.
INSTALL BIO-DEGRADABLE EROSION CONTROL BLANKET ON TOP.



TYPICAL PARKING LOT ISLAND PLAN



- ### INSTALLATION NOTES:
- ① DIG PLANT POCKET 12" WIDER THAN EDGE OF ROOTBALL.
 - ② THOROUGHLY COMPACT BOTTOM OF PLANT POCKET.
 - ③ REMOVE ALL TWINE FROM TOP OF ROOTBALL. EXAMINE TRUNK COLLAR & REMOVE EXCESS SLOP FROM TOP OF ROOTBALL DOWN TO THE UPPER LEVEL OF THE ROOT SYSTEM. SEED ROOTBALL WITH TOP 1/8 OF BALL ABOVE FINISH GRADE.
 - ④ PLACE BACKFILL UNDER & ALONGSIDE BALL TO BALL TO STRAIGHTEN TREE. THOROUGHLY COMPACT TO FILL ALL VOIDS.
 - ⑤ BACKFILL PLANT POCKET 1/3 WITH PLANTING MIX CONSISTING OF 2/3 TOPSOIL & 1/3 NATIVE SOIL & COMPACT THOROUGHLY, ASSURING TREE IS STILL STRAIGHT.
 - ⑥ BEFORE CONTINUING WITH BACKFILL, REMOVE TOP WIRE LOOPS, OR BEND DOWN UNTIL THEY TOUCH SIDE OF BALL. REMOVE EXCESS BURLAP.
 - ⑦ BACKFILL PLANT POCKET SECOND 1/3 WITH PLANTING MIX & COMPACT THOROUGHLY, ASSURING TREE IS STILL STRAIGHT.
 - ⑧ BACKFILL PLANT POCKET LAST 1/3 WITH PLANTING MIX & COMPACT THOROUGHLY, ASSURING TREE IS STILL STRAIGHT. SLOPE AWAY FROM TREE.
 - ⑨ IF PLANTED IN NON-IRRIGATED AREAS, FORM A SAUCER WITH SOIL AT OUTSIDE EDGE OF ROOTBALL.
 - ⑩ SHREDED BARK MULCH, 3" DEPTH. MULCH TO BE NATURAL IN COLOR. LEAVE 2-3" RING EXPOSED AT BASE OF TRUNK.
 - ⑪ MULCH RINGS TO BE CONSISTENT WITH PLANT TYPE/SIZE THROUGHOUT PROJECT & SHOULD NOT EXTEND BEYOND PLANT POCKET.
 - ⑫ MINIMUM 2"x2"x60" HARDWOOD STAKES TO EXTEND INTO UNDISTURBED SOIL UNDER PLANT POCKET. STAKE LONG ENOUGH PER TREE TO BE CONSISTENT THROUGHOUT PROJECT.
 - ⑬ 1" WIDE BELT LIKE NYLON, PLASTIC, OR OTHER ACCEPTABLE MATERIAL, NO WIRE OR HOSE TO BE USED TO GUY TREES. TWO (2) GUYS PER TREE
 - ALL INSTALLED TREES TO HAVE A STRAIGHT TRUNK.
 - ALL INSTALLED TREES TO BE NORTHERN GROWN.
 - ALL REPLACEMENT TREES ARE TO BE STATE DEPARTMENT OF AGRICULTURE NURSERY GRADE NO. 1 OR BETTER.
 - ALL REPLACEMENT TREES ARE CONSIDERED PROTECTED REGARDLESS OF SIZE.

PATRICK S.
Conroy
AND A

P.O. Box 542
Lake Orion, Michigan 48361-0542
P: 248.814.8082

Landscape Architecture & Consulting
Site Planning & Design

CONCEPTUAL LANDSCAPE PLAN

ISSUED FOR	DATE	ISSUED FOR	DATE
CLIENT REVIEW	06-17-2025	ALL DISCREPANCIES, FEES AND NOTES ARE THE PROPERTY OF PATRICK S. CONROY	
SPA	07-07-2025	MANAGEMENT SOLUTIONS AND ARE NOT TO BE REPRODUCED OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE EXPRESSED WRITTEN PERMISSION OF PATRICK S. CONROY AND ASSOCIATES AND ANY SUCH REPRODUCTION OR TRANSMISSION IS STRICTLY PROHIBITED.	
SPA	07-22-2025		

PROJECT
BROSE PARKING LOT ADDITION

BROSE PARK II
AUBURN HILLS, MI

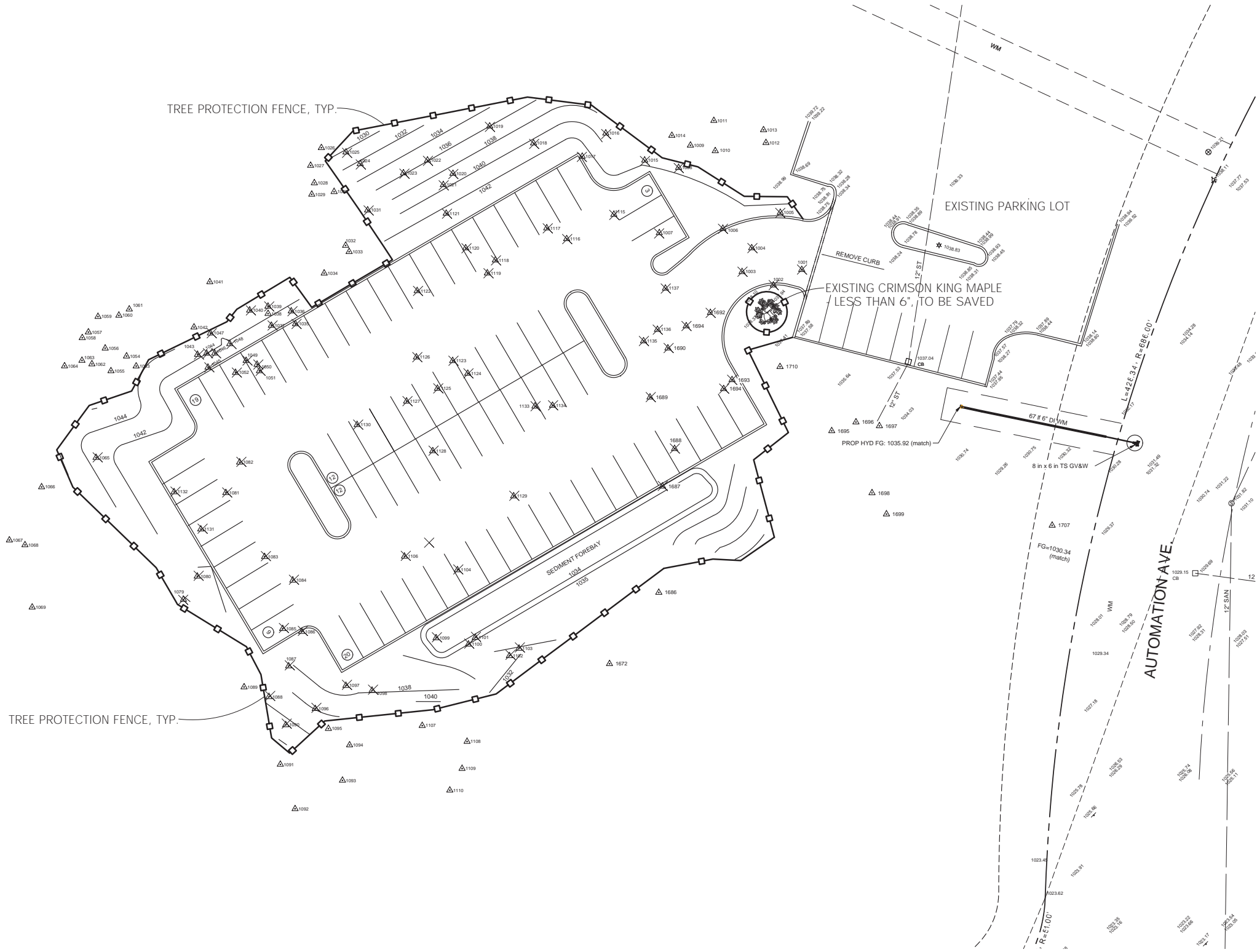
CLIENT
KIRKO MANIX
101 W. BIG BEAVER, STE. 200
TROY, MI 48084

PROJECT No.

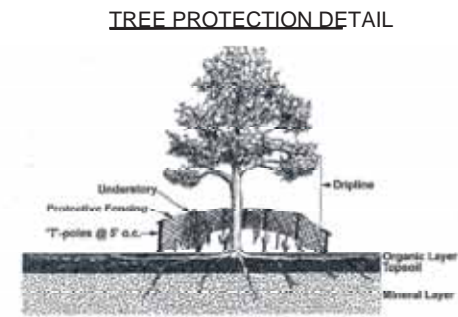
25.102

SHEET No

L-1



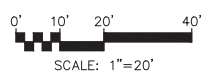
- KEY:
- 1015 TREE TO BE REMOVED
 - 1014 TREE TO BE SAVED



- TREE PROTECTION NOTES**
- 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 erected prior to any clearing or grubbing on the site, and barriers are to remain in tact 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, boulders, 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.

TREE PROTECTION FENCE DETAIL
NOT TO SCALE

WOODLAND PRESERVATION PLAN



TREE SURVEY DATA PROVIDED BY:
Conroy and Associates
& Michigan Land Surveying

P.O. Box 542
Lake Orion, Michigan 48361-0542
P: 248.814.8082

PATRICK S.
Conroy
AND ASSOCIATES

Landscape Architecture & Construction
Site Planning Golf Course Architecture

<div>PROJECT</div> <div>BROSE PARKING LOT ADDITION</div> <div>AUBURN HILLS, MI</div> <div>CLIENT</div> <div>KIRKO MANIX</div> <div>101 W. BIG BEAVER, STE. 200</div> <div>TROY, MI 48064</div>		SHEET TITLE		WOODLAND PRESERVATION PLAN	
		ISSUED FOR	DATE	ISSUED FOR	DATE
		CLIENT REVIEW	06-12-2025		
		CLIENT REVIEW	06-17-2025		
		SPA	07-07-2025		
PROJECT No. 25.102		SPA	07-22-2025		
		ALL DESIGNS, DETAILS AND NOTES ARE THE PROPERTY OF PATRICK S. COMBAY AND ARE NOT TO BE REPRODUCED OR USED FOR ANY OTHER PROJECTS WITHOUT THE WRITTEN PERMISSION OF PATRICK S. COMBAY. LANDSCAPE MANAGEMENT SOLUTIONS IS SHEETLY PROHIBITED			
SHEET No. WP-1					

WOODLAND PRESERVATION TREE LIST

Tag #	Botanical Name	Common Name	Size in Inches	Condition	Status	Regulated	Tag #	Botanical Name	Common Name	Size in Inches	Condition	Status	Regulated
1001	Quercus	Oak	11	F	Remove	Y	1080	Prunus	Choke Cherry	11	F	Remove	Y
1002	Prunus	Choke Cherry	15	F	Remove	Y	1081	Quercus	Oak	19	F	Remove	Y
1003	Quercus	Oak	7	F	Remove	Y	1082	Prunus	Choke Cherry	4,5,6	F	Remove	Y
1004	Quercus	Oak	12,13	F	Remove	Y	1083	Quercus	Oak	12	F	Remove	Y
1005	Quercus	Oak	10	F	Remove	Y	1084	Quercus	Oak	12	F	Remove	Y
1006	Quercus	Oak	13	F	Remove	Y	1085	Carya	Hickory	12	F	Remove	Y
1007	Prunus	Choke Cherry	10	F	Remove	Y	1086	Prunus	Choke Cherry	10	F	Remove	Y
1008	Quercus	Oak	16	F	Remove	Y	1087	Quercus	Oak	11	F	Remove	Y
1009	Quercus	Oak	16	F	Save	Y	1088	Quercus	Oak	10	F	Remove	Y
1010	Tilia	Basswood	8	F	Save	Y	1089	Quercus	Oak	11	F	Save	Y
1011	Quercus	Oak	9	F	Save	Y	1090	Betula pendula	European White Birch	11	F	Remove	N
1012	Quercus	Oak	14	F	Save	Y	1091	Quercus	Oak	10	F	Save	Y
1013	Quercus	Oak	14	F	Save	Y	1092	Ulmus pumila	Siberian Elm	6	F	Save	N
1014	Quercus	Oak	11	F	Save	Y	1093	Quercus	Oak	9	F	Save	Y
1015	Quercus	Oak	11	F	Remove	Y	1094	Quercus	Oak	14	F	Save	Y
1016	Ulmus pumila	Siberian Elm	9	F	Remove	N	1095	Quercus	Oak	7	F	Save	Y
1017	Prunus	Choke Cherry	9	F	Remove	Y	1096	Quercus	Oak	6,8,9	F	Remove	Y
1018	Quercus	Oak	11	F	Remove	Y	1097	Quercus	Oak	6	F	Remove	Y
1019	Populus	Poplar	7	F	Save	N	1098	Quercus	Oak	11	F	Remove	Y
1020	Populus	Poplar	10	F	Remove	N	1099	Quercus	Oak	9	F	Remove	Y
1021	Populus	Poplar	7	F	Remove	N	1100	Prunus	Choke Cherry	4,5,7	F	Remove	Y
1022	Prunus	Choke Cherry	9,9,11	F	Remove	Y	1101	Quercus	Oak	21	F	Remove	Y
1023		Dead		D	Remove	N/A	1102	Quercus	Oak	10	F	Remove	Y
1024	Populus	Poplar	11	F	Remove	N	1103	Ulmus pumila	Siberian Elm	7	F	Remove	N
1025	Populus	Poplar	10	F	Remove	N	1104	Acer rubrum	Red Maple	4,7	F	Remove	Y
1026	Populus	Poplar	12	F	Save	N	1105	Acer rubrum	Red Maple	7	F	Remove	Y
1027	Quercus	Oak	6	F	Save	Y	1106	Quercus	Oak	7	F	Remove	Y
1028	Populus	Poplar	11	F	Save	N	1107	Prunus	Choke Cherry	9	F	Save	Y
1029	Populus	Poplar	11	F	Save	N	1108	Quercus	Oak	12	F	Save	Y
1030	Populus	Poplar	11	F	Save	N	1109	Quercus	Oak	10	F	Save	Y
1031	Populus	Poplar	12	F	Remove	N	1110	Quercus	Oak	11	F	Save	Y
1032	Populus	Poplar	15	F	Save	N	1115	Quercus	Oak	17	F	Remove	Y
1033	Quercus	Oak	7	F	Save	Y	1116	Quercus	Oak	11	F	Remove	Y
1034	Robinia	Black Locust	17	F	Save	N	1117	Quercus	Oak	15	F	Remove	Y
1035	Populus	Poplar	11	F	Remove	N	1118	Populus	Poplar	9	F	Remove	N
1036	Populus	Poplar	9	F	Remove	N	1119	Pyrus	Pear	7,9	F	Remove	N
1037	Populus	Poplar	11	F	Remove	N	1120	Populus	Poplar	8	F	Remove	N
1038	Populus	Poplar	7	F	Remove	N	1121	Prunus	Choke Cherry	7,9	F	Remove	Y
1039	Populus	Poplar	10	F	Remove	N	1122	Populus	Poplar	13	F	Remove	N
1040	Populus	Poplar	8	F	Remove	N	1123	Prunus	Choke Cherry	9	F	Remove	Y
1041	Populus	Poplar	15	F	Save	N	1124	Populus	Poplar	6,7	F	Remove	N
1042	Acer rubrum	Red Maple	11	F	Save	Y	1125	Quercus	Oak	10	F	Remove	Y
1043	Populus	Poplar	11	F	Remove	N	1126	Quercus	Oak	11	F	Remove	Y
1044	Populus	Poplar	7	F	Remove	N	1127	Acer rubrum	Red Maple	7	F	Remove	Y
1045	Populus	Poplar	9	F	Remove	N	1128	Acer rubrum	Red Maple	6	F	Remove	Y
1046	Populus	Poplar	10	F	Remove	N	1129	Quercus	Oak	11,13	F	Remove	Y
1047	Populus	Poplar	8	F	Remove	N	1130	Acer rubrum	Red Maple	13,13	F	Remove	Y
1048	Populus	Poplar	10	F	Remove	N	1131	Prunus	Choke Cherry	4,5,6,7	F	Remove	Y
1049	Populus	Poplar	10	F	Remove	N	1132	Prunus	Choke Cherry	10	F	Remove	Y
1050	Populus	Poplar	10	F	Remove	N	1133	Quercus	Oak	7	P	Remove	Y
1051	Populus	Poplar	10	F	Remove	N	1134	Malus	Crabapple	4,8,10	F	Remove	Y
1052	Populus	Poplar	10	F	Remove	N	1135	Quercus	Oak	11	F	Remove	Y
1053	Populus	Poplar	11	F	Save	N	1136	Quercus	Oak	13	F	Remove	Y
1054	Populus	Poplar	10	F	Save	N	1137	Quercus	Oak	16	F	Remove	Y
1055	Populus	Poplar	11	F	Save	N	1672	Quercus	Oak	11	F	Save	Y
1056	Populus	Poplar	8	F	Save	N	1686	Malus	Crabapple	6,4,4,3	F	Save	Y
1057	Populus	Poplar	7	F	Save	N	1687	Malus	Crabapple	6, 3	F	Remove	Y
1058	Populus	Poplar	10	F	Save	N	1688	Quercus	Oak	6	G	Remove	Y
1059	Populus	Poplar	8	F	Save	N	1689	Quercus	Oak	9	G	Remove	Y
1060	Populus	Poplar	9	F	Save	N	1690		Dead		D	Remove	N/A
1061	Populus	Poplar	7	F	Save	N	1691	Prunus	Cherry	11	P	Remove	Y
1062	Populus	Poplar	8	F	Save	N	1692	Robinia	Black Locust	18	F	Remove	N
1063	Populus	Poplar	11	F	Save	N	1693	Ulmus pumila	Siberian Elm	9	F	Remove	N
1064	Populus	Poplar	11	F	Save	N	1694	Ulmus pumila	Siberian Elm	8	F	Remove	N
1065	Quercus	Oak	7,8,25	F	Remove	Y	1695	Robinia	Black Locust	18,10	F	Save	N
1066	Prunus	Choke Cherry	12	F	Save	Y	1696	Prunus	Cherry	6,5,3,3	F	Save	Y
1067	Robinia	Black Locust	7	F	Save	N	1697	Robinia	Black Locust	6	F	Save	N
1068	Quercus	Oak	8	F	Save	Y	1698	Quercus	Oak	7	F	Save	Y
1069	Populus	Poplar	9	P	Save	N	1699	Robinia	Black Locust	15	F	Save	N
1079	Ulmus pumila	Siberian Elm	3,6	F	Remove	N	1707	Populus	Poplar	17	G	Save	N
							1710	Quercus	Oak			Save	Y

TREE SUMMARY

TOTAL TREES ON SITE: 141
TREES TO BE SAVED: 51

REGULATED TREES TO BE REMOVED: 54
NON-REGULATED TREES TO BE REMOVED: 34
DEAD TREES TO BE REMOVED: 2

REPLACEMENT TREES REQUIRED: 54

CONDITION KEY:

G GOOD
F FAIR
P POOR
D DEAD

REGULATED KEY:

Y YES
N NO

TREE SURVEY DATA PROVIDED BY:
Conroy and Associates
& Michigan Land Surveying

PROJECT

BROSE PARKING LOT ADDITION

AUBURN HILLS, MI

DRAWN BY

LKM

PROJECT No.

25.102

SHEET No.

WP-2

CLIENT

KIRKO MANIX

101 W. BIG BEAVER, STE. 200

TROY, MI 48064

DATE

06-10-2025

ISSUED FOR

DATE

CLIENT REVIEW

06-12-2025

CLIENT REVIEW

06-17-2025

SPA

07-07-2025

SPA

07-22-2025

ALL DESIGNS, DETAILS AND NOTES ARE THE PROPERTY OF PATRICK S. CONROY AND ASSOCIATES AND LANDSCAPE ARCHITECTS. ANY REPRODUCTIONS WITHOUT THE WRITTEN PERMISSION FROM BOTH PATRICK S. CONROY AND ASSOCIATES AND LANDSCAPE MANAGEMENT SOLUTIONS IS STRICTLY PROHIBITED.

PATRICK S. Conroy AND ASSOCIATES

P.O. Box 542
Lake Orion, Michigan 48361-0542
P: 248.814.8062

Landscape Architecture & Construction

Site Planning Golf Course Architecture

CHECKLIST

PROJECT NAME

BROSE PARKING LOT EXPANSION

(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
Police Department Approval Letter
Fire Department Approval Letter

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: AUGUST 18, 2025

AGENDA ITEM NO 9B

RECREATION AND SENIOR SERVICES

To: Mayor and City Council
From: Thomas A. Tanghe, City Manager; Karen S Adcock, Director of Recreation and Senior Services; Steven J. Cohen, Director of Community Development; and Jacqueline Monroy, Senior Services Program Coordinator
Submitted: August 13, 2025
Subject: Motion – To adopt the City of Auburn Hills Age-Friendly 2025-2030 Action Plan

INTRODUCTION AND HISTORY

In 2015, the City of Auburn Hills enrolled in the AARP Livable Communities program, becoming the first in the State of Michigan and the 14th in the nation to be accepted. Through this process, the City developed and adopted the *Age-Friendly 2015-2020 Action Plan*, which outlined 20 Action Items serving as a roadmap for departments and staff in creating not only an age-friendly community, but a community for all. Of those 20 Action Items, 17 were implemented.

In 2022, the City completed Phase I and submitted the *Age-Friendly 2015–2020 Action Plan* to AARP, receiving numerous compliments on both the plan and the accomplishments achieved. That same year, the City began developing Phase II—the *Age-Friendly 2025–2030 Action Plan*. Building on the success of the first plan, the City followed a similar process with a few modifications. In addition to hosting multiple Community Conversations, the City leveraged feedback from the recently completed *2024–2028 Parks and Recreation Master Plan*. This plan included extensive resident outreach through surveys and public comments, many of which were incorporated into the development of the new action plan.

The enclosed *Auburn Hills Age-Friendly 2025-2030 Action Plan* contains 16 Action Items created by elected and appointed officials, staff, residents, and business partners. These items focus on three of the eight domains of an age-friendly community: 1) **Communication and Information**; 2) **Social and Civic Participation**; and 3) **Public Safety and Emergency Preparedness**. Each Action Item includes both short and long-term goals, with many emphasizing partnerships with outside organizations and higher education institutions to help achieve these objectives.

The *Auburn Hills Age-Friendly 2025-2030 Action Plan* was adopted by the Planning Commission on August 6, 2025, and recommended for City Council adoption.

STAFF RECOMMENDATION

Adopt the Auburn Hills Age-Friendly 2025-2030 Action Plan and submit the document to AARP for review.

MOTION

Move to adopt the City of Auburn Hills Age-Friendly 2025-2030 Action Plan as presented and authorize staff to submit the document to the AARP Livable Communities program.

I CONCUR:

THOMAS A. TANGHE, CITY MANAGER



**CITY OF AUBURN HILLS
PLANNING COMMISSION
MINUTES
NOT YET APPROVED - EXCERPT**

August 6, 2025

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

ROLL CALL: Present: **Carolyn Shearer, Darlene MacMillan, Jack Ferguson, Cynthia Pavlich, Raymond Saelens, Sam Beidoun, Dominic Patrus, Greg Ouellette**

Absent: Dominick Tringali

Also Present: Director of Community Development Steve Cohen, Director of Recreation and Senior Services Karen Adcock, and Senior Services Program Coordinator Jacqueline Monroy

Guests: 7

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

7. NEW BUSINESS

7a. Presentation by Karen Adcock and Jackie Monroy – Age-Friendly Auburn Hills Y2025-2030 Action Plan

Karen Adcock, Director of Recreation and Senior Services, and Jacqueline Monroy, Age-Friendly Planning Assistant/Senior Services Program Coordinator, provided an overview of the Y2025-2030 Age-Friendly Action Plan.

They highlighted the following action items that will be implemented by City departments, with assistance from partners such as Oakland University's HOP UP PT program and Rochester Christian University's nursing students:

Domain: Communication & Information

- Reorganize the Senior Support Services website to more effectively showcase the resources available to seniors in Auburn Hills.
- Better advertise the new resident packet to new Auburn Hills residents.
- Make the printed newsletter compliant with upcoming ADA laws.
- Create and circulate magnets with important City information.
- Include a director in the newsletter with information on what each department does. Use the directory for the main phone line to get residents to the right departments.

Domain: Social & Civic Participation

- Improve the promotion of all transportation options.
- Explore a partnership with higher education between students and older adults to earn college credits in exchange for chore services.
- Create a City citizens academy for Auburn Hills residents to meet and understand every department.
- Explore partnerships with a local school district for a senior swim program.
- Increase the number of nature programs.
- Redesign one of the current parks to be more inclusive of different abilities.

Domain: Public Safety & Emergency Preparedness

- Increase scam education for all ages.
- Explore an initiative to improve house identification.
- Provide emergency preparation classes for Auburn Hills residents.
- Provide personal safety and self-defense classes for all ages.
- Create a fillable, tear-out emergency plan worksheet in the newsletter that residents can complete with their households.

Moved by Patrus to adopt and recommend the adoption to the City Council of the Age-Friendly Auburn Hills Y2025-2030 Action Plan.

Second by Saelens.

VOTE: Yes: Pavlich, Shearer, Saelens, MacMillan, Beidoun, Patrus, Ferguson, Ouellette

No: None

Motion Carried (8-0)



AGE
FRIENDLY
AUBURN HILLS

2025-2030 ACTION PLAN

DRAFT 07-28-2025



AARP®

AH
AUBURN HILLS



July 22, 2025

Mr. Ramón Harris, State Director
Michigan AARP
309 N. Washington Square #110
Lansing, MI 48933

Dear Mr. Harris,

On behalf of the City of Auburn Hills, we would like to present to the Michigan AARP our 2025-2030 Age-Friendly Action Plan. Since enrolling in the Age-Friendly Communities Network, accomplishing the 2015-2020 Age-Friendly Plan, and beginning the 2025-2030 plan, City staff, residents, local nonprofits, and organizations have come together to create a shared vision and work toward making the City an accessible community for all.

Throughout this process, we have gained a deeper understanding of the residents we represent and what we can do to help them overcome the challenges they face, ultimately improving their overall quality of life. Through community conversations, residents have helped identify gaps that the City had the resources to address but had not previously recognized. The plans put our goals into writing and outline clear strategies to achieve these milestones in a timely and effective manner.

The 2025-2030 Action Plan is our commitment to our residents, demonstrating that we are continuing our efforts to become an Age-Friendly community ideal for residents of all ages. The ongoing community conversations have consistently revealed areas for improvement. We learned that gaps in communication with residents persist, that more educational programs are necessary, and that there are more effective ways to prepare the community to stay safe.

Upon approval of our Action Plan, we aim to continue creating partnerships that will strengthen our community and explore opportunities that will add value to this initiative. We are very proud of the work that we have done and the work that we will continue to do. We are grateful for the support and participation of all members of our Auburn Hills community. We look forward to becoming an even greater community for our residents to work, live, play, and age.

Sincerely,

Brian W. Marzolf
Mayor of the City of Auburn Hills

TABLE OF CONTENTS

AGE-FRIENDLY AUBURN HILLS

INTRODUCTION	4
WHAT WAS ACHIEVED?	5
WHY IS AGE-FRIENDLY IMPORTANT?	6
ACKNOWLEDGEMENTS	7
AGE-FRIENDLY AUBURN HILLS	8
ACTION PLAN DEVELOPMENT	8

COMMUNITY ENGAGEMENT

COMMUNITY CONVERSATIONS	9
AGE-FRIENDLY LEADERSHIP TEAM	9
KEY FINDINGS	10
WHERE DO WE GO FROM HERE?	13

ACTION PLAN

ACTION ITEMS INDEX	14
DOMAIN: SOCIAL AND CIVIC PARTICIPATION	15
DOMAIN: COMMUNICATION AND INFORMATION	19
DOMAIN: PUBLIC SAFETY AND EMERGENCY PREPAREDNESS	24

ADDITIONAL INFORMATION

CONCLUSION	28
LIST OF COMMUNITY PARTICIPANTS	28
ADDITIONAL INFORMATION	29

INTRODUCTION

According to the 2020 Census Data from the Southeast Council of Michigan Governments (SEMCOG), Auburn Hills has 24,360 residents, representing a 13% increase since 2010. 3,379 of those residents are 60 and older. By 2040, SEMCOG projects that number to increase to 5,575, representing a steady 6% increase since 2010, when there were 2,011 seniors. Auburn Hills is a growing community with an aging population, and it has taken steps to become more accessible for all ages.

In August 2013, the City of Auburn Hills enrolled in the American Association of Retired Persons (AARP) Age-Friendly Communities Network and became the first municipality from the State of Michigan to be accepted into this network. In 2014, the City of Auburn Hills and the Senior Services Department began the five-year, four-stage process of becoming a City where all generations are welcome.



The 2015-2025 Age-Friendly Action Plan began with seven community conversations, a survey of Auburn Hills residents age 50 and above, five focus groups, and a business roundtable. Ways to improve the City, or action items, were derived from the comments, suggestions, and complaints of residents from these community conversations and focus groups. Through three development meetings, the community identified 20 action items along with the steps, resources, obstacles, solutions, possible partners, timeframe, and indicators of success. Between 2015 and 2025, the responsible City departments worked on these action items and successfully accomplished 17 out of the 20. This was accomplished through the COVID-19 pandemic, with assistance from community partners and volunteers. In 2017, the City of Auburn Hills received the Planning Excellence Award for Best Practices from the Michigan Association of Planning. With an 85% accomplishment rate of the action items, the Age-Friendly Action Plan was deemed successful.

For this reason, it was decided that the 2025-2030 Age-Friendly Action Plan would follow the same outline. It will follow the same cycle, involving residents, City employees, and community leaders, to identify areas for improvement and then commit to initiatives that make the City more age-friendly and retain citizens for life.

COMMUNITY PROFILE

The City of Auburn Hills is a diverse community committed to innovation and growth in southeast Michigan. It's home to 26,000 residents, as well as a workday population of approximately 85,000. The City of Auburn Hills is often called the "Little Big Town," being a good mix between a City and the suburbs with nine parks, a revitalized downtown district, a welcoming City complex with a library and community center, one of the state's largest destination shopping centers, Great Lakes Crossing Outlets, and three colleges and universities. Today, the City is recognized, among other accolades, as an "Active Adult Community" and a "Community for a Lifetime" that embraces a high quality of life for all its residents and the workforce of its businesses, which is expected to support steady population growth and nonresidential development for decades to come. For more information, **visit www.auburnhills.org**.

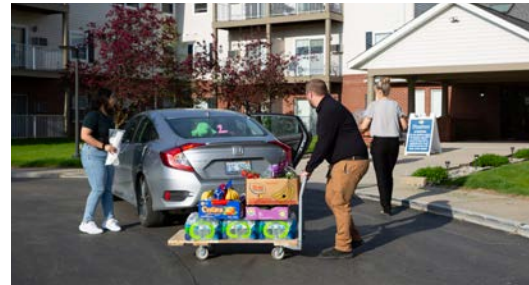
WHAT WAS ACHIEVED?

The 2015-2020 Age-Friendly Action Plan achieved 17 out of its 20 action items, which increased awareness of City programs, increased communication, and improved the overall livability of the City.

The Action Plan built awareness of Age-Friendly housing options and increased ridership of the bus program. Appointments were available through the senior services department to help seniors explore different housing options and research various housing topics. The bus transportation program experienced a 3% annual increase in ridership until the COVID-19 pandemic. There was a dramatic drop in ridership during the COVID-19 pandemic, which has since returned to pre-pandemic numbers.

The Action Plan also built important relationships and partnerships. A unique relationship developed between Oakland University's Physical Therapy Department and the Senior Services Department, specifically the Hop UP PT or Home-based Older Persons Upstreaming Physical Therapy initiative. This program started as an opportunity for students to partner with seniors at risk of falling and work with them to improve their balance. It has since grown into an extensive research project and has become an insurance-covered benefit. Another partnership that developed provided 720 boxes of shelf-stable food for 235 seniors. FCA Auburn Hills, an automobile company, donated 19,000 pounds of shelf-stable food, and with the help of 40 volunteers, it was packed and delivered over the span of three days.

The most important aspect of the Age-Friendly Action Plan was that it sparked the conversation on livability and has continued to foster ongoing communication. It's a living document used in making land-use and service-level decisions. It has opened lines of communication with residents and brought this information to the attention of the City Council. For more information on the 2015-2020 Age-Friendly Action Plan results, visit www.auburnhills.org.



AGE-FRIENDLY PLANNING ASSISTANT

To support the analysis and development phases of the Age-Friendly Communities Network, the Community Development Department approved the assistance of two interns from Oakland University. These interns were responsible for advancing the development of the Age-Friendly Action Plan. Their duties included conducting community conversations, coordinating community development meetings, preparing reports, and other tasks that support the Age-Friendly Auburn Hills initiative. The two interns came from the Oakland University School of Business Administration and the Master's School of Public Health.

WHY IS AGE-FRIENDLY IMPORTANT?

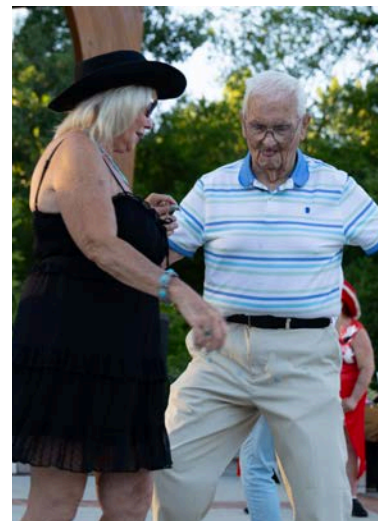
The Age-Friendly Action Plan helps the City of Auburn Hills identify and address service gaps, as well as the most pressing issues raised by residents. In the 2015-2020 plan, three areas for improvement were identified: insufficient support for aging in place, lack of reliable transportation, and walkability for seniors.

Providing insufficient housing options for seniors to age in place fails to account for the needs of seniors and aging individuals. This can lead to displacement, economic stress, and social isolation. There were four action items to help seniors age in place safely: encourage a universal age-friendly design, build awareness of reliable home contractors, partner with emergency services to check on seniors during inclement weather, and improve understanding of age-friendly housing options.

At the time, the lack of a transportation system was identified in community conversations as a barrier to grocery stores and medical appointments. With limited transportation options, certain groups can be disproportionately disadvantaged: seniors who can no longer drive, people with disabilities who require accessible options, and individuals without cars or driver's licenses. The City addressed transportation through four key action items: increasing funding for the senior transportation program, expanding ridership of the senior bus program, ensuring driving safety, and raising awareness of affordable transportation options.

Finally, walkability can be designed without the needs of minority groups in mind, like seniors and those with disabilities. Walkability for seniors was important to residents and emerged as a key finding in the 2015–2020 Age-Friendly Action Plan. A few problems that affected walkability were crosswalks not allowing enough time for seniors to cross, and poor lighting. To address this, Auburn Hills considered increasing the number of crosswalks and walk times, adding more signage, installing shaded and well-lit benches, and improving lighting in areas used for evening walking.

Opening up the discussion allows these gaps to be identified and helps find ways to address the residents' concerns. The community conversations provide a platform for demographics that may be overlooked in design decisions. The conversation helps the City of Auburn Hills address these issues, encourages seniors to age in place, and increases the likelihood of residents staying in the City of Auburn Hills.



ACKNOWLEDGEMENTS

Hosting these community conversations required collaboration from many members of the Auburn Hills Community. Our Age-Friendly Leadership Team has played a crucial role in these outreach events. They have helped plan events, lead discussions, and gather information from residents. The support from these team members has helped maximize the Age-Friendly engagement the City has with the community. Committee members include:

- **Karen Adcock** - Director of Recreation and Senior Services (Co-chair of Leadership Team)
- **Steve Cohen** - Director of Community Development (Co-chair of Leadership Team)
- **Ramón Harris** - AARP Associate State Director
- **Sadie Shattuck** - AARP Communications Analyst
- **Pauline Beckett** - Assistant Director of Recreation and Senior Services
- **Jacqueline Monroy Krieg** - Age-Friendly Planning Assistant
- **Pul Ali** - Age-Friendly Planning Assistant
- **Stephanie Carroll** - Economic Development Manager
- **Devin Lang** - Assistant Director of Community Development

The City Council, the Planning Commission, and the Senior Services Department were also crucial to the success of these Community Conversations. Many members of these groups assisted our leadership team in collecting information from residents and providing feedback. Due to their efforts, the Age-Friendly Leadership Team was able to provide several opportunities for residents to share their thoughts and perspectives. The Leadership Team will use this feedback to improve and identify upcoming needs for our community. We are very appreciative of their strong, consistent support of these organizations as we move forward in the Age-Friendly Communities Program.

We also would like to thank the following organizations for allowing us to host these Community Conversations in their facilities:

- **Avondale High School**
- **The Meadows of Auburn Hills**
- **Meadow Creek Village - National Church Residences**

To determine what City programs and services will be needed in the future, it is important to first hear from the individuals who will be most affected: our residents. We would like to thank all our residents who took the time to sit down with us and share their vision of an Age-Friendly Community. It is because of your active participation in this program through community conversations and similar events that we can move forward. Without these efforts, creating an action plan would not be possible. We look forward to continuing to partner with our residents, local businesses, and non-profits as we move forward with the implementation and evaluation of our action plan.

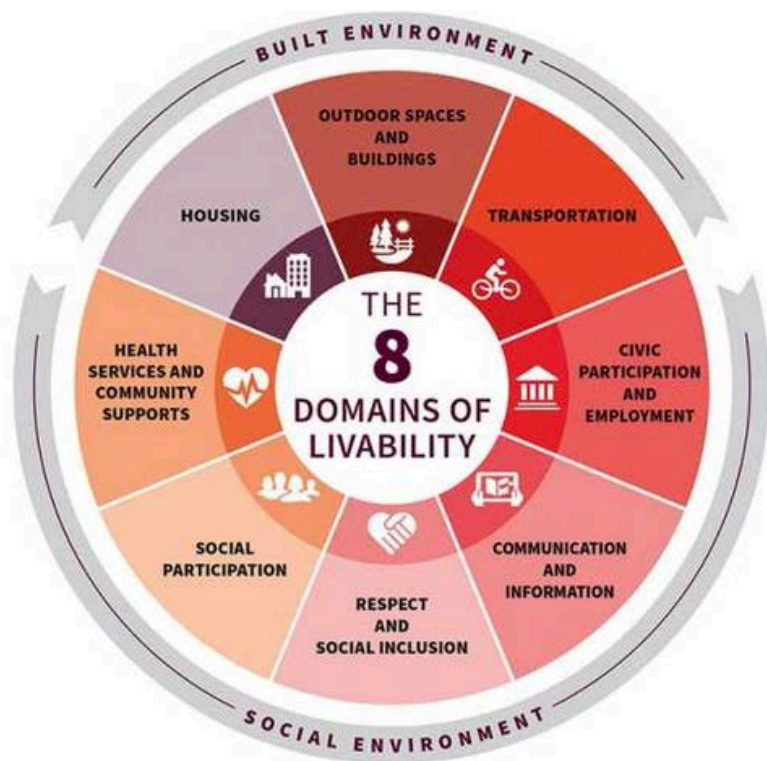


AGE-FRIENDLY AUBURN HILLS

Members of the AARP Age-Friendly communities are committed to providing older residents in their community with the opportunity to lead fulfilling, dynamic, and safe lives. During the 2015-2020 Age-Friendly Action Plan, the City of Auburn Hills identified seven domains of livability that impact the quality of life for residents of all ages: outdoor spaces and buildings, transportation, housing, community health services, social activities, volunteer and civic engagement, and communication and information.

For the 2025-2030 Age-Friendly Action Plan, the City of Auburn Hills chose to narrow its focus on two domains of livability and add another that was identified as important.

- Social & Civic Participation
- Communication & Information
- Public Safety & Emergency Preparedness



ACTION PLAN DEVELOPMENT

The Action Plan was created from several interactions with residents, including:

- Four Community Conversations - Fall 2023
- Two Surveys of Auburn Hills Residents - Age 50+ Spring 2023
- Three Age-Friendly Auburn Hills Action Plan Development Committee Meetings - June 2025 to July 2025
- Parks and Recreation Master Plan 2024-2028 Survey Results - July 2022 to August 2022
- Interviews with Department Heads - August to October 2024

These community engagement opportunities were selected to provide seniors and the community with an opportunity to participate and offer their feedback on improvements the City could make. Through these events, the community identified 15 action items along with steps, resources, obstacles, solutions, possible partners, timeframes, and indicators of success.

COMMUNITY CONVERSATIONS

The Age-Friendly Auburn Hills Leadership Team conducted four community conversations, which involved approximately 120 residents of all ages. Each community conversation lasted about two hours and was held from May 2023 through October 2023. The community conversations were held in various locations. Having multiple locations and dates allowed the Age-Friendly leadership team to gather feedback from residents in all parts of the City at their convenience. Community conversations were advertised in the Spring/Summer Auburn Hills Review. Residents could also learn about the events from flyers posted, social media, and information posted on the City website.

During the community conversations, each participating resident received a booklet containing the Age-Friendly information, community conversation questions, and a post-it note for their “Rock Star Idea”.

Members of the Age-Friendly leadership team helped lead discussions. The questions asked of participants included:

- How do you currently receive your communications from the City and surrounding areas?
- What have been your experiences in community life, such as volunteering or engaging in community organizations?
- Do you understand the services that public safety delivers to the community?

Members of the leadership team recorded the responses to these questions. Residents shared their “Rock Star Ideas” to improve their quality of life in Auburn Hills. The Age-Friendly planning assistant took the recorded opinions and organized them by the appropriate domain of livability. Once organized, comments that were stated repeatedly by residents could be identified.



AGE-FRIENDLY LEADERSHIP TEAM

The Age-Friendly Auburn Hills Leadership Team is a mix of City departments and community leaders who volunteer their time to engage the Auburn Hills community in the Age-Friendly Communities Program. These members collaborate to increase awareness of opportunities for residents to share their opinions on age-friendly initiatives. This committee also oversees the creation and implementation of the Age-Friendly Auburn Hills Action Plan.

- **Karen Adcock** - Director of Recreation and Senior Services (Co-chair of Leadership Team)
- **Steve Cohen** - Director of Community Development (Co-chair of Leadership Team)
- **Ramón Harris** - AARP Associate State Director
- **Sadie Shattuck** - AARP Communications Analyst
- **Pauline Beckett** - Assistant Director of Recreation and Senior Services
- **Jacqueline Monroy Krieg** - Age-Friendly Planning Assistant
- **Ali Pul** - Age-Friendly Planning Assistant
- **Stephanie Carroll** - Economic Development Manager
- **Devin Lang** - Assistant Director of Community Development

KEY FINDINGS: COMMUNICATION

The website was not age-friendly

For many of Auburn Hills' older residents, the form in which they received their information was important. Many stated that they preferred physical flyers and posters because they have difficulties accessing or understanding the internet. Many of the comments received during the community conversations on the topic of communication and information centered on the website. Many residents stated that there needed to be more up-to-date information on the website, as it took too many clicks to access the webpage they needed, and they found the website confusing to navigate.

To resolve this issue, the City of Auburn Hills has updated its website to be more user-friendly, requiring fewer clicks to access necessary web pages and incorporating more images to enhance the clarity of the content. This change had been in the works since 2024 and was launched in July 2025. The website is constantly being updated and revised as comments, critiques, and suggestions are offered. Additionally, it was suggested that all PDFs and future editions of the Auburn Hills Review be made screen-reading friendly for seniors or those with visual impairments.

Easier access to important information

Having a quick and easy way to access the vital information that residents need was another topic that residents deemed important throughout the community conversations. Many seniors and residents reported finding it challenging to locate the information they needed or figure out which questions to ask. Employees also stated that residents don't understand where to look for help online, and it is difficult to route calls from residents about programs and events done by other departments.

Residents also stated that they had different preferred methods for receiving information. At the time, the City of Auburn Hills provided information online through its website, through flyers, and the Auburn Hills Review. For quick and necessary information, it may

be harder to access that information online and through the Auburn Hills review if you don't know where to look. Participants suggested providing magnets and postcards with quick, easy-to-access information for seniors. This could include department phone numbers, important City dates, meeting times for the City Council, and other key resources that residents want to have readily available.

Language accessibility

During the community conversations, employees and residents raised concerns about the lack of language options on the website and the availability of translators at the City. There are multiple languages spoken throughout the City of Auburn Hills, with many employees stating that language barriers between residents and staff were a challenge.

In July 2025, the City of Auburn Hills website was updated to include multiple language options. The update now translates the website to 11 different languages:

- Arabic
- Chinese (simplified)
- Chinese (traditional)
- French
- Hindi
- German
- Italian
- Korean
- Portuguese
- Russian
- Spanish

This improves accessibility and expands the reach of the information to a broader audience.

ROCK STAR IDEAS!

- More communication between communities
- More meetings to go over the residents' concerns
- Have one person at each senior community pass out information
- Provide monthly calendars for seniors
- An Auburn Hills app with full community calendar you can add to your calendar
- One Central Auburn Hills Phone Number

KEY FINDINGS: SOCIAL AND CIVIC PARTICIPATION

More nature programs

In 2022 and 2024, the Recreation and Senior Services Department conducted surveys of the City of Auburn Hills regarding its programs and events. A common theme throughout the 401 responses that we received was the lack of nature programs and the lack of a nature center. The residents asked for various types of programs:

- Nature photography workshops
- Bingo at Hawkwoods
- A botanical garden
- Yoga in the park
- Sustainability classes
- Recycling and composting program

The number of requests and the variety of suggestions indicate that residents have a clear idea of the kinds of programs they want and are eager to see more of them. These nature programs can be achieved by partnering with local nature organizations, the nature departments of universities and colleges, and volunteers with experience in nature. These partnerships could help develop educational workshops, guided hikes, and hands-on learning projects for all ages. These programs were requested by residents of all ages and are designed to promote environmental awareness.

Transportation for events

Throughout the year, the City of Auburn Hills hosts multiple events, programs, and meetings. Many seniors throughout the City may lack reliable transportation and feel compelled to prioritize medical appointments or choose not to travel at all. The community center offers transportation through its bus program, which operates Monday through Friday from 8 am to 3 pm. The bus program also prioritizes medical appointments and

has days when they may not be able to fit any more riders. Unfortunately, if there is a program or event on a weekend or evening, seniors wouldn't be able to use our bus program. There are other transportation programs throughout the City available to seniors for use in events and programs, such as SMART FLEX, NOTA, and Neighborhood House. One recommendation was to increase resident awareness of these options through marketing and distribution of informational magnets. This may increase participation in city events such as the Friday Night Concert Series, Summerfest, and Blues and Jazz in the Park, which currently lack transportation options.

Up-to-date information

Residents requested that program and event information be regularly updated and maintained. Seniors, in particular, stated that they have difficulty using the internet, making it even more important that the correct information is available. Each department is responsible for managing its respective Facebook page and webpage, and should ensure that all content shared is accurate and current. This approach helps prevent the burden from falling on any one individual while maintaining consistent and current information.

ROCK STAR IDEAS!

- More activities with transportation
- Senior Picnic Day
- Senior Prom for seniors
- Community Garden
- Sign the Mayor's Monarch Pledge through the National Wildlife Federation
- Intergenerational Volunteering
- Purchase a Swimming Pool

KEY FINDINGS: PUBLIC SAFETY AND EMERGENCY PREPAREDNESS

In case of emergency

Seniors in independent living were asked, “Do you have a plan in place in case of an emergency?” and “Are you worried that hearing, mobility, or visibility issues could be a problem for you during an emergency?” Many of the seniors didn’t have a plan, or an updated plan, or feared that they would do the wrong thing during an emergency. In the past, seniors recalled participating in fire drills conducted by the Fire Department, but the program has not returned for some time. Those with mobility issues expressed concerns about navigating stairs, those with visual impairments worried about locating the nearest exits, and those in independent senior living worried about what would happen during a prolonged power outage.

Throughout the conversation, the seniors showed interest in receiving information on a wide range of emergency preparedness topics, including:

- What to do in case of a tornado?
- What to do in case of a fire?
- How to identify different sirens
- 30-day food supply
- Senior housing food emergency

Through partnerships with the Police Department, Fire Department, and local higher education institutions, these classes can be offered at little to no cost to seniors, making this important information more accessible. The content of these classes can be tailored to suit a variety of audiences: families, seniors, youth, teens, and college students, ensuring that each group receives relevant and age-appropriate information. They also help build a safer and more prepared community in the event of an emergency.

Scam awareness

Scams are on the rise, and with the quick advancement of artificial intelligence, they have become more convincing and more challenging to detect. Seniors, especially, are at risk, but scams affect people indiscriminately. Many comments throughout the community conversations brought up the need for scam awareness and advocates for those who suspect they’re being scammed. This can be accomplished by simply having literature available at the community center and having a staff member available to listen to those in need.

Home identification

The Police and Fire Department both stated the lack of visible home identification on residents’ homes as a concern during department head interviews. Proper and visible home identification is essential for emergency services and response time. In an emergency, first responders are more likely to overlook a home that lacks proper identification or visible address markers. An initiative to address this issue can be led collaboratively by the community center, code enforcement, and the police and fire department.

ROCK STAR IDEAS!

- Class on the Next Steps after Housing Food Emergency
- Periodic Practice Fire Drills
- Tornado Practice Drill
- Self Defense Classes
- Provide Quality Safety Information Per Season
- Provide Fire Extinguishers & Emergency Buttons

WHERE DO WE GO FROM HERE?

The City of Auburn Hills is committed to delivering efficient and high-quality services to its residents and businesses. We aim to create a healthy and vibrant community where people can live, work, and play. The City currently provides several resources for our community. Our transportation services, city events, and public services are just a few of the reasons why residents choose to live in Auburn Hills.

Through partnerships with individuals, organizations, higher education, and businesses, we strive to enhance the quality of life and create a community for all ages. As we continue to improve Auburn Hills, we will identify ways to enhance its livability. Some of the ideas that we have heard through these community conversations have already been put into motion. One of these ideas included working on making the Auburn Hills website more age-friendly.

There was also a need expressed by residents to provide more information and education about scams for all ages. Resources from the Federal Trade Commission have been included in the information distributed at the community center, and classes in partnership with the Auburn Hills Police Department will be planned for the upcoming year.

These community conversations are just one of many outreach events we will host for our community members. We will continue to seek feedback through focus groups and surveys. The information gathered at these events was then presented to residents who volunteered to sit on the Age-Friendly Action Plan Development Committee. This group met twice to identify what steps the City should take during the next three years to create a more livable community.

Again, we would like to thank the many citizens and staff members who have supported our commitment to the AARP Age-Friendly Communities Network. With your help, we can provide a community that is ideal for all generations to live, work, and play.

If you are interested in learning more or participating in this initiative, please visit our website at www.auburnhills.org or contact the Senior Services Department at **248-370-9353**.



ACTION ITEMS INDEX

Through four community conversations, three community development meetings, and contributions from community partners, 16 action items were developed and will be implemented over the next five years. The following action items will be implemented by City departments, with assistance from partners such as Oakland University's HOP UP PT program and Rochester Christian University's nursing students.

Domain: Communication & Information

- Reorganize the Senior Support Services website to more effectively showcase the resources available to seniors in Auburn Hills 15
- Better advertise the new resident packet to new Auburn Hills residents 16
- Make the printed newsletter compliant with upcoming ADA laws 17
- Create and circulate magnets with important City information 17
- Include a directory in the newsletter with information on what each department does. Use the directory for the main phone line to get residents to the right departments 18

Domain: Social & Civic Participation

- Improve the promotion of all transportation options 19
- Explore a partnership with higher education between students and older adults to earn college credits in exchange for chore services 20
- Create a City citizens academy for Auburn Hills residents to meet and understand every department 21
- Explore partnerships with a local school district for a senior swim program 21
- Increase the number of nature programs 22
- Redesign one of the current parks to be more inclusive of different abilities 23

Domain: Public Safety & Emergency Preparedness

- Increase scam education for all ages 24
- Explore an Initiative to improve house identification 25
- Provide emergency preparation classes for Auburn Hills residents 26
- Provide personal safety and self-defense classes for all ages 26
- Create a fillable, tear-out emergency plan worksheet in the newsletter that residents can complete with their households 27



DOMAIN: COMMUNICATION & INFORMATION

The City of Auburn Hills communicates with residents and business owners in several ways, including the Auburn Hills Review, Social Media, flyers, the “Inside Auburn Hills” blog, cable channel, a distributed events calendar, and Nixle. Nixle is a free community notification service that allows Auburn Hills residents to receive alerts from the Police Department directly on their mobile phones.

The communication and information domain allows Auburn Hills to examine the methods used to connect with residents. To be considered age-friendly, all information should be easily accessible to residents of all ages. During the community conversations with residents, we heard suggestions for more easily accessible information and better advertising of Auburn Hills services. This highlights the need to find additional ways to share important information with residents and ensure it's accessible to people of all ages and backgrounds.

ACTION PLAN ITEM #1

REORGANIZE THE SENIOR SUPPORT SERVICES WEBSITE MORE EFFECTIVELY TO SHOWCASE THE RESOURCES AVAILABLE TO SENIORS IN AUBURN HILLS

Activities

- Create an easily accessible City services directory
- Keep the website up-to-date
- Create easy-to-find buttons with fewer clicks to get to the webpage
- Separate the resources that are from the Auburn Hills Community Center and those that are from other organizations
- Make a frequently asked questions page

Timespan

- January 2026 - August 2026

Responsible Departments

- Senior Services
- Community Engagement Department

Resources and Support

- Web developer
- Senior organizations in the community

Potential Barriers or Resistance

- Potential technical issues after the launch of the redesign
- Whether the redesign will be effective
- Staff time to collect and organize all information

What solutions exist for these obstacles?

- Do a test run before the launch of the redesign
- Run a focus group with a group of seniors on the effectiveness of the redesign
- Have volunteers compile information

What individuals and organizations should be informed or involved in these tasks?

- Senior Services Department
- Information Technology Department
- Volunteer groups
- Local Senior Organizations

Metrics

- Fewer calls from confused seniors
- More traffic on the senior services webpage
- Increased participation in the senior support services

ACTION PLAN ITEM #2

BETTER ADVERTISE THE NEW RESIDENT PACKET TO NEW AUBURN HILLS RESIDENTS

Activities

- Postcards in the clerk's/assessor's office to visit the community center
- Postcards in Realtor's offices to give to new residents
- Offer a smaller packet at the City hall front desk in case they don't want/can't visit the community center
- Use community organizations to tell residents what we offer
- Educate all employees on the material
- Advertise the new resident packet on the website, Auburn Hills Review, and social media
- Inform communities/apartments/HOAs on the new resident packet

Responsible Departments

- Community Center
- City Clerks

Timespan

- September 2025 - September 2026

Resources and Support

- Housing organizations
- The new resident packets
- List of homeowners with addresses

Potential Barriers or Resistance

- Residents not wanting to take the time to travel to the community center
- Budget for printing, advertising, and distributing

What solutions exist for these obstacles?

- Provide incentives to increase interest
- Include the new resident packet in the new budget

What individuals and organizations should be informed or involved in these tasks?

- Realtors
- Homeowners Associations
- City Clerks
- Finance Department
- Community Center
- Local Organizations

Metrics

- The number of packets given out
- More involvement from new residents at the community center and events



ACTION PLAN ITEM #3

MAKE THE PRINTED NEWSLETTER COMPLIANT WITH UPCOMING ADA LAWS

Activities

- Simplify the Auburn Hills Review verbiage
- Make The Review screen-reading-friendly
- Redirecting away from PDF to the website for web reading software
- Enlarge the font size

Responsible Departments

- Community Engagement Department
- All City Departments

Timespan

- September 2025 - May 2026

Resources and Support

- Web reading software
- Time for volunteers and employees to write things in a compliant manner
- Someone who can explain the ADA laws more thoroughly

Potential Barriers or Resistance

- Budget
- How to make The Review screen-reading friendly
- Not understanding ADA laws

What solutions exist for these obstacles?

- Better understand how screen readers work
- Someone to explain ADA laws

What individuals and organizations should be informed or involved in these tasks?

- All City Departments
- ADA Compliance Offices
- Easter Seals MORC

Metrics

- Less confusion about the website
- More participation
- Fewer complaints about the website

ACTION PLAN ITEM #4

CREATE AND CIRCULATE MAGNETS WITH IMPORTANT CITY INFORMATION

Activities

- Conduct graphic design with a readable font
- Include the magnet in the new resident packet
- Distribute with City services, like MOW and Focus Hope, at events, and during elections

Responsible Departments

- Community Engagement Department
- All City Departments

Timespan

- January 2026 - March 2026

Resources and Support

- Time to gather information and design the magnet
- Volunteers to hand out magnets at events
- Advertising for the magnet

Potential Barriers or Resistance

- Budget
- Narrowing down the information for the magnet

What solutions exist for these obstacles?

- Find a sponsor for the magnet
- Survey which departments are called the most often

What individuals and organizations should be informed or involved in these tasks?

- All City Departments
- Community Engagement Department
- Department of Public Works

Metrics

- Increased engagement
- Less confused calls
- More direct calls

ACTION PLAN ITEM #5

INCLUDE A DIRECTORY IN THE NEWSLETTER WITH INFORMATION ON WHAT EACH DEPARTMENT DOES. USE THE DIRECTORY FOR THE MAIN PHONE LINE TO GET RESIDENTS TO THE RIGHT DEPARTMENTS

Activities

- Work collaboratively with all departments
- Put the directory in the shortest Auburn Hills Review- the winter edition
- Use the department descriptions from the budget guide
- Relocate the location of the current directory closer to the front of The Review
- Source the most asked and important questions for routing purposes
- Gather all resources and information for the directory from each department
- Conduct customer service training

Responsible Departments

- Community Engagement Department
- City Clerks

Timespan

- September 2025 - November 2026

Resources and Support

- Local print companies
- Volunteers to help gather information
- Other City departments

Potential Barriers or Resistance

- Taking time to gather information
- Increase the pages in the review
- Departments opposed to having a direct line

What solutions exist for these obstacles?

- Departments could gather their information so as not to fall on one person
- The directory could take up half of a page.
- Individuals within the department would not need to advertise their direct numbers, but each department would need one direct line

What individuals and organizations should be informed or involved in these tasks?

- City departments
- Community Engagement Department
- City Clerks

Metrics

- Fewer calls directed by the reception desk
- Fewer mistaken calls
- Increased engagement



DOMAIN: SOCIAL & CIVIC PARTICIPATION

The City of Auburn Hills hosts a variety of fun and engaging events throughout the year. From our summer concerts, senior monthly parties, and year-round exercise classes, there is something for every resident of any age. The Senior Services Program Developer is responsible for creating programs, classes, activities, travel, and special events for older adults. All City programs and events can be found in the Auburn Hills Review. All residents receive a print copy of The Review mailed to their homes, or they can view it online on the City website.

The social and civic participation domain emphasized increasing the number of nature programs and exploring partnerships with local schools for senior programs. Throughout the Parks and Recreation Master Plan, many residents commented on the lack of nature programs and the need to use Hawkwoods Park. In community conversations, we learned that residents wanted the swim program reinstated, especially following the YMCA's closure.

ACTION PLAN ITEM #6

IMPROVE THE PROMOTION OF ALL TRANSPORTATION OPTIONS

Activities

- Use half-sheet postcards, the Auburn Hills Review, buck slips, and magnets to share transportation options
- Include information in the new resident packet
- Have a separate webpage for transportation information
- Educate drivers to teach riders what their options are

Timespan

- June 2026 - December 2026

Responsible Departments

- Senior Services
- Community Engagement Department

Resources and Support

- Printing materials
- Education for drivers & staff on transportation options
- SMART
- Local community organizations & partners

Potential Barriers or Resistance

- Buck slips would only reach 5,000 out of 11,200 households
- Seniors don't typically get their information online
- There is a learning curve when learning how to use other transportation options

What solutions exist for these obstacles?

- Once we run out of buck slips, supplement with online advertisements- prioritize seniors
- Have volunteers pass out transportation information at senior gatherings
- Post videos on where to find information on transportation, how to call and make an appointment

What individuals and organizations should be informed or involved in these tasks?

- Senior Services Department
- Bus riders & drivers
- SMART
- Local senior organizations
- Local senior housing & housing neighborhoods

Metrics

- Increased participation in the transportation program
- New riders
- Ask new riders how they heard about the transportation program
- Less reliance on our buses
- Increased participation at city events

ACTION PLAN ITEM #7

EXPLORE A PARTNERSHIP WITH HIGHER EDUCATION BETWEEN STUDENTS AND OLDER ADULTS TO EARN COLLEGE CREDITS IN EXCHANGE FOR CHORE SERVICES

Activities

- Research prior successful programs where students receive credit in partnership
- Build relationships with local higher education institutions
- Collaborate with professors to see what programs would benefit older adults and students
- Advertise the program on campus with flyers, posters, radio, and social media
- Conduct background checks on seniors & students
- Create a curriculum with the professor and see how the program can be sustained once the class ends

Responsible Departments

- Senior Services Department

Timespan

- January 2026 - June 2027

Resources and Support

- Professors
- Students
- Local Universities
- Previous successful chore programs

Potential Barriers or Resistance

- Finding a way to make the program sustainable when the students are not in class
- Developing a new program that has never before been implemented by the City
- Budget, buying supplies for chores
- Too many seniors are enrolled in the program compared to students in the class
- Finding a university/professor to partner with

What solutions exist for these obstacles?

- Speak to previous successful chore programs on how they became sustainable
- Partner with local church youth groups to fill in when students are off
- Find grants to buy cleaning supplies when seniors cannot afford or do not have
- Have a cap on the program, then have a different chore program to recommend to seniors when the cap is met
- Cast a wide net to multiple universities, colleges, schools, and disciplines to increase the odds

What individuals and organizations should be informed or involved in these tasks?

- Seniors in assistance programs
- Homebound seniors
- Caregiving programs
- Local universities
- Local church youth groups
- Other successful chore programs

Metrics

- Participation



ACTION PLAN ITEM #8

CITY CITIZENS ACADEMY FOR AUBURN HILLS RESIDENTS TO MEET & UNDERSTAND EVERY DEPARTMENT

Activities

- Create a program similar to Auburn Hills University or the Citizens Police Academy for residents
- Find sponsors for the meals and t-shirts
- Each department would give a presentation

Responsible Departments

- Human Resources Department
- All City Departments

Timespan

- June 2026 - December 2027

Resources and Support

- Sponsors
- Volunteers to aid with the program

Potential Barriers or Resistance

- Time for planning, registration, and implementing
- Departments are busy at different times
- Cost

What solutions exist for these obstacles?

- Allowing staff to flex their time when needed
- Bringing in volunteers for planning & implementing
- Planning around the department's schedule
- Finding sponsors to supplement costs

What individuals and organizations should be informed or involved in these tasks?

- All City Departments
- Auburn Hills merchants
- Volunteers

Metrics

- Participation
- Satisfaction surveys
- Return of participants as volunteers

ACTION PLAN ITEM #9

EXPLORE PARTNERSHIPS WITH LOCAL SCHOOL DISTRICT FOR SENIOR SWIM PROGRAM

Activities

- Partner with Avondale High School or Oakland University for an Open Swim Program
- Work with volunteers, lifeguards, and swim coaches to supervise the program
- Set regulations for participants to abide by

Responsible Departments

- Recreation Department
- Senior Department

Timespan

- January 2026 - December 2026

Resources and Support

- Collaboration with Avondale High School
- Collaboration with Oakland University
- Volunteers to help monitor the program

Potential Barriers or Resistance

- Safety Issues & Liability
- Staffing

What solutions exist for these obstacles?

- Collaborating with the OU Physical Therapy program or PT Clinics to teach classes as a final project
- Having staff become lifeguard certified
- Finding sponsors and volunteers

What individuals and organizations should be informed or involved in these tasks?

- Oakland University & Avondale High School
- Local physical therapy clinics or programs
- Senior swimming clubs

Metrics

- Number of participants
- Successful collaborations between senior services and the pool program

ACTION PLAN ITEM #10

INCREASE THE NUMBER OF NATURE PROGRAMS

Activities

- Hire a nature program lead & supportive staff
- Bring on volunteers to help with programs
- Advertise nature programs
- Send a survey to see what kind of programs residents want to see
- Increase budget on nature programs
- Partner with nature organizations
- Increase accessibility to parks

Responsible Departments

- Recreation Department
- Parks Department
- Department of Public Works

Timespan

- January 2026 - December 2026

Resources and Support

- Information in the Parks and Recreation Master Plan
- Partner with local school districts
- More funding for hiring staff
- Volunteers to help with the nature programs
- Local nature organizations and education programs
- Funding to increase accessibility

Potential Barriers or Resistance

- Not enough time for programmers to carry out nature programs
- Not enough staff for nature programs
- Not enough enrollments in nature programs

What solutions exist for these obstacles?

- Hiring more staff and bringing on volunteers to help with programs
- Partner with local nature education programs to conduct programs at our location
- Bring existing nature programs to the community center, which would bring new people into the community center and potentially introduce them to other programs
- Collaborating with other nature programs and centers to see what works for them

What individuals and organizations should be informed or involved in these tasks?

- Local universities and colleges
- Local nature programs
- Volunteers
- City departments
- Nearby nature centers

Metrics

- Increased participation in nature programs
- Increased participation in youth programs
- Increased interest in the parks



ACTION PLAN ITEM #11

REDESIGN ONE OF THE CURRENT PARKS TO BE MORE INCLUSIVE OF DIFFERENT ABILITIES

Activities

- Conduct a park assessment with an accessibility company to develop a plan
- Look at rubber compost track as a possible alternative- easier than woodchips & pavement
- Research local parks with accessibility features
- Awareness of all ADA requirements
- Building the new facilities
- Acquiring all necessary certifications
- Redesign park access
- Improving facility access
- Have a ribbon cutting & open the park to the public

Responsible Departments

- Recreation Department
- Parks Department
- Department of Public Works

Timespan

- January 2026 - September 2028

Resources and Support

- Local, State, and National Grants
- Local accessible parks
- Accessibility companies and organizations
- ADA laws and information
- Local design companies
- Sponsors

Potential Barriers or Resistance

- Budget
- Time
- Not meeting the expectations of the public
- Not meeting proper ADA laws and regulations

What solutions exist for these obstacles?

- Finding sponsors for the park
- Applying for grants to supplement the budget
- Hiring a group to research & design the park
- Bringing together a diverse focus group of different abilities to get as much public input as possible

What individuals and organizations should be informed or involved in these tasks?

- TUV SUD- Local Auburn Hills design company
- State Grants
- Oakland University
- Local accessibility groups
- Nearby City parks
- Parks Department
- Support Services Department

Metrics

- Increased interest in the parks
- Increased use by all abilities
- Praise from families



DOMAIN: PUBLIC SAFETY & EMERGENCY PREPAREDNESS

The City of Auburn Hills provides several public safety services to its residents. The Police Department conducts Safe City, which is a staff training program for local churches, schools, and businesses. The Police Department also offers the Citizens Academy, the Regional Youth Academy, and community events, such as National Night Out.

The public safety and emergency preparedness domain emphasized the need for education. Throughout the community conversations, residents expressed a desire for more education on scams, self-defense, and emergency preparedness. Classes can be held in tandem with local organizations and the Auburn Hills Police Department at the Community Center. These topics were raised by residents of all ages and should therefore be made available to everyone, regardless of age. Throughout the senior conversations, a common topic was the lack of information on what to do in case of an emergency. Emergency preparedness information can be provided through classes, videos, and an informational worksheet to encourage people to think about their emergency plans.

ACTION PLAN ITEM #12

INCREASE SCAM EDUCATION FOR ALL AGES

Activities

- Send out mailers with the most recent scams
- Partner with the Police Department to conduct education classes
- Have resources available when scams are suspected
- Add information to the Auburn Hills website

Timespan

- September 2025 - December 2026

Responsible Departments

- Senior Services
- Police Department

Resources and Support

- Printed information on scams
- Video educational material to send
- Local organizations

Potential Barriers or Resistance

- People may think it's a boring topic
- People believe it won't happen to them
- Scams are constantly changing

What solutions exist for these obstacles?

- Bring in stories from a variety of scam victims
- Vary the methods to get information to people
- Partner with the Police Department

What individuals and organizations should be informed or involved in these tasks?

- Police Department
- AARP
- State of MI
- Senior Services
- Local banks & organizations
- Senior living communities

Metrics

- Fewer scam reports being made to the Police Department
- More calls asking for help on this issue
- Participation in the programs

ACTION PLAN ITEM #13

INITIATIVE TO IMPROVE HOUSE IDENTIFICATION

Activities

- Prioritize enforcement of City ordinance to require residents to display a visible house number
- Education on the importance of having these numbers visible on the house
- Partner with contractors to sponsor the purchasing of reflective house numbers or the attachment of house numbers
- Apply for a grant to pay for those who cannot purchase the house numbers themselves
- Have SHARP attach the house numbers for seniors
- Purchase yard signs for sponsors- put them into yards where they attach the numbers

Responsible Departments

- Senior Services Department
- Code Enforcement
- Fire Department

Timespan

- January 2027 - August 2027

Resources and Support

- Local contracting companies
- Local home improvement stores
- SHARP
- Local housing contractors
- Grants
- Sponsors

Potential Barriers or Resistance

- Too much demand/not enough time to attach the house numbers
- Navigating HOA regulations
- Dealing with stubborn residents

What solutions exist for these obstacles?

- Finding sponsors or grants to pay for the numbers or the installation
- Allowing households to take their numbers and attach them themselves if they would like
- If the program has too many enrollees, have the program repeat the following summer
- Reach out to HOAs within the City to get their guidelines
- Explain the importance of having visible house numbers- Police and Fire Departments could drive past in case of emergency

What individuals and organizations should be informed or involved in these tasks?

- Building Managers
- HOAs
- Code Enforcement
- Police Department
- Fire Department
- Homeowners
- Realtors
- Landlords
- Department of Public Works
- SHARP

Metrics

- Decreased response time for first responders
- Survey first responders on efficiency
- Easier deliveries for MOW
- Number of participants
- Number of organizations that want to sponsor



ACTION PLAN ITEM #14

PROVIDE EMERGENCY PREPARATION CLASSES FOR AUBURN HILLS RESIDENTS

Activities

- Research the most up-to-date information
- Facilitate classes with the Police and Fire Department
- Provide classes at the community center with transportation for seniors

Responsible Departments

- Senior Services Department
- Police Department
- Recreation Department

Timespan

- January 2026 - December 2026

Resources and Support

- Information on emergency preparedness information
- Collaboration with local organizations & volunteers

Potential Barriers or Resistance

- Increasing interest in the program
- Budget & Time

What solutions exist for these obstacles?

- Offering incentives that align with the class- waterproof emergency kits, first aid kits, emergency plans, etc.
- Apply for federal and state grants
- Find sponsors who could partner for supplies
- Split the work between the senior services, police department, & fire department

What individuals and organizations should be informed or involved in these tasks?

- Police & Fire Department
- Auburn Hills residents & families
- Local Organizations

Metrics

- Enrollment in the program
- Satisfaction surveys
- Better outcomes during emergencies
- Families feel prepared going into emergencies

ACTION PLAN ITEM #15

PROVIDE PERSONAL SAFETY & SELF-DEFENSE CLASSES FOR ALL AGES

Activities

- Partner with individuals and gyms who can teach these classes
- Have Police talk to residents about personal safety
- Find instructors who can teach all ages from youth to seniors
- Plan classes and host them at the community center

Responsible Departments

- Recreation Department
- Senior Department
- Police Department

Timespan

- September 2025 - December 2025

Resources and Support

- Local instructors and gyms
- More funding for hiring instructors
- Partnering with local schools & senior housing facilities

Potential Barriers or Resistance

- Increasing awareness of the classes
- Finding a competent instructor

What solutions exist for these obstacles?

- Increasing awareness by sending flyers to schools, neighborhoods, social media, & gyms
- Researching and taking classes at different centers & gyms

What individuals and organizations should be informed or involved in these tasks?

- Local universities & schools
- Neighborhoods
- Local gyms

Metrics

- Number of participants
- Increased confidence after the class
- Return of participants

ACTION PLAN ITEM #16

CREATE A FILLABLE, TEAR-OUT EMERGENCY PLAN WORKSHEET IN THE NEWSLETTER THAT RESIDENTS CAN COMPLETE WITH THEIR HOUSEHOLDS

Activities

- Collaborate with the Police & Fire Department on what information will go on the emergency plan worksheet
- Collaborate with the Community Engagement Manager to create the emergency plan worksheet, which will go inside the newsletter
- Find which newsletter the information on the emergency plan should go into
- Find a sponsor that could cover the cost of the extra pages

Responsible Departments

- Senior Services Department
- Police Department
- Fire Department
- Community Engagement Manager

Timespan

- January 2027 - December 2026

Resources and Support

- Police Department
- Fire Department
- Community Engagement Manager
- Local home security companies
- Local insurance companies
- Local printing companies

Potential Barriers or Resistance

- Budget
- Knowing whether the tear-out is useful
- Knowing which information to put into the newsletter

What solutions exist for these obstacles?

- Find a sponsor who can cover the cost of the extra pages
- Do a social media poll after the newsletter is out to see if people have used it and whether they found it useful
- The information put into the newsletter can change with the season
- Put together a focus group to see what information people want to know and what information people don't know

What individuals and organizations should be informed or involved in these tasks?

- Police Department
- Fire Department
- Community Engagement Manager
- Local home security companies
- Local insurance companies
- Local printing companies
- Families
- Homeowners

Metrics

- Increased confidence in what to do in case of an emergency
- Better emergency preparedness
- Better safety
- Residents interacting with the emergency preparedness worksheet



CONCLUSION

As we move into the next phase of the Age-Friendly Communities Program, we are excited to have the opportunity to make a positive impact on residents of all ages. This plan provides a framework to measure progress over the next five years and ensure we are actively working to enhance the overall quality of life.

Thank you to everyone, especially our residents, for helping to make this Action Plan. Your willingness to participate in the process and have your voice heard is the foundation for all the initiatives that we will be implementing for the next three years. As we continue to move forward, please do not hesitate to let us know if you have any new ideas by going to our Age-Friendly webpage at www.auburnhills.org and submitting them in the Rock Star Ideas Comment Box.

CONTACT US

City of Auburn Hills- Senior Services Department
1827 N. Squirrel Rd. Auburn Hills, MI 48326
Phone: 248-370-9353
Email: ahcommunitycenter@auburnhills.org

AGE-FRIENDLY AUBURN HILLS PARTICIPANTS

Thank you to all our residents, business partners, and community leaders who contributed to the development of our Action Plan. With your support, we've created a vision for a vibrant, inclusive community that serves all ages.

City Council Members

Mayor Brian Marzolf
Mayor Pro-Tem Eugene Hawkins, III
Jack D. Ferguson
Dr. Shawanna Fletcher
Henry V. Knight
Kevin McDaniel
Cheryl Verbeke

Tom Tanghe, City Manager
Brandon Skopek, Assistant City Manager

Planning Commission

Greg Ouelette, Chairperson
Sam Beidoun, Vice-Chairperson
Carolyn Shearer, Secretary
Jack Ferguson, City Council Liaison
Darlene MacMillan
Cynthia Pavlich
Raymond Saelens
Dominick Tringali

Business and Non-Profit Participants

AARP - Auburn Hills Chamber of Commerce - Auburn Hills Rotary Club - Avondale High School - Meadow Creek Housing, National Church Residences - The Meadows of Auburn Hills - Oakland University - OPC Social & Activity Center - Rochester Christian University Nursing Students

ADDITIONAL INFORMATION

For additional information on Age-Friendly Communities, please refer to the resources listed below.

Age-Friendly Action Plan Report- This report presents the results of the Auburn Hills Action Plan from 2015 to 2020, detailing the execution of each action item and its corresponding outcomes.

Adcock, K., & Cohen, S. (2021). Age-Friendly Action Plan Report. In Auburn Hills Resources (pp. 1–51). City of Auburn Hills. <https://www.auburnhills.org/resources/?search=age+friendly>

Age-Friendly 2015 Action Plan- The 2015–2020 Auburn Hills Action Plan outlines the City’s plan to solve issues identified during community conversations held in 2014.

Adcock, K., Willett, M., & Cohen, S. (2015). Age-Friendly 2015 Action Plan. In K. Kafantaris, S. Keenan, K. Marsh, B. Pierce, D. Olko, D. Keiser, K. Novak, D. Bright, S. Carroll, D. Grice, S. Maruiz, & S. McCoy (Eds.), Auburn Hills Resources (pp. 1–35). City of Auburn Hills. <https://www.auburnhills.org/resources/?search=age+friendly>

Age Friendly Auburn Hills Executive Summary and Survey Results- This report compiles and analyzes the results of the 2014 Age-Friendly Survey.

City of Auburn Hills. (2014). Age Friendly Auburn Hills Executive Summary and Survey Results. In Auburn Hills Resources (pp. 1–74). City of Auburn Hills. City of Auburn Hills

Age-Friendly Auburn Hills, Michigan- AARP published an article highlighting Auburn Hills’ approach to becoming an Age-Friendly community, outlining key accomplishments and future steps.

Goehner, A. (2021, December). Age-Friendly Auburn Hills, Michigan. AARP Livable Communities; AARP. <https://www.aarp.org/livable-communities/network-age-friendly-communities/info-2021/community-profile-age-friendly-auburn-hills-michigan.html>

Ten Questions Concerning Age-Friendly Cities and Communities and the Built Environment- This journal article provides an overview of the Age-Friendly Cities movement, including its historical development, assessment tools, and future perspectives.

Hoof, J. van, Marston, H. R., Kazak, J. K., & Buffel, T. (2021). Ten questions concerning age-friendly cities and communities and the built environment. Building and Environment, 199(0360-1323). ScienceDirect. <https://www.sciencedirect.com/science/article/pii/S0360132321003267#fig5>

City of Auburn Hills Community Profile- Population data on Auburn Hills based on the 2020 Census.

Southeast Michigan Council of Governments. (2020). City of Auburn Hills Community Profile. Community Profiles; SEMCOG. <https://www.semco.org/data-and-maps/community-profiles/communities=2220>

A Protocol for Capacity Building Using a Community-Based Participatory Research Approach- This article applies a Community-Based Participatory Research (CBPR) approach to gain insights into the development of age-friendly communities.

McIntosh, B., Adcock, K., Bruder, R., Collins, J., Ellison, C., Nold, R. (2025). A Protocol for Capacity Building Using a Community-Based Participatory Research Approach.



Adopted by the Planning
Commission on August 6, 2025

City of Auburn Hills Planning Commission

Annual Report June 1, 2024 - May 31, 2025

Under the Michigan Planning Enabling Act, PA 33 of 2008, the Planning Commission is required to provide an annual report to the City Council. This report is intended to coincide with the City Council's review of the City budget.

This report discusses the following topics:

1. Summary of the Commission's operations during the past 12 months
2. The status of any ongoing planning activities
3. Recommendations to the City Council related to planning/development and funding

Commission Operations

The Commission is governed by the Michigan Planning Enabling Act and the City's Zoning Ordinance. During the 12 months starting on June 1, 2024, and ending on May 31, 2025, the Commission's membership was as follows:

Greg Ouellette, Chairperson

Sam Beidoun, Vice-Chairperson

Laura Ochs, Secretary (until January 2025)

Carolyn Shearer, Secretary

Jack Ferguson, City Council Liaison

Chauncey Hitchcock (until June 2024)

Darlene MacMillian (appointed July 2024)

Cynthia Pavlich

Raymond Saelens

Dominick Tringali

During this period, the Commission held eight meetings, and recommendations were made to the City Council on 16 development-related items.

Measurable	Y2015 -2016	Y2016 -2017	Y2017 -2018	Y2018 -2019	Y2019 -2020	Y2020 -2021	Y2021 -2022	Y2022 -2023	Y2023 - 2024	Y2024 - 2025
Meetings	14	13	11	11	9	7	6	9	9	8
Site Plans	10	17	12	12	10	3	7	7	5	4
Special Land Use Permits	8	11	7	8	9	4	11	5	9	5
Tree Removal Permits	6	7	11	13	9	1	4	10	7	3
Planned Unit Developments	4	5	6	6	4	3	1	7	3	1
Rezoning	3	4	4	5	0	1	0	1	1	1
Master Plan Amendments	1	1	1	0	0	0	0	0	0	0
Text Amendments	2	4	1	2	1	1	1	1	1	2
Private Road	0	0	0	0	0	1	1	0	0	0
Total Projects	34	49	42	46	33	14	25	31	26	16

Professional Planning Support Staff

Steve Cohen, Director of Community Development, provides primary staff support to the Planning Commission. Mr. Cohen has served the Commission since October 4, 1999. He is certified as a professional planner (AICP) with the American Planning Association. He holds a Bachelor's and Master's in Urban and Regional Planning from Michigan State University.

Devin Lang, Assistant Director of Community Development, has assisted Mr. Cohen with providing staff support to the Planning Commission since November 16, 2023. Among other duties, Mr. Lang oversees the implementation of private construction projects and ensures that permits approved by the City are adhered to. He has a Bachelor of Science in Fisheries and Wildlife from Michigan State University and is currently pursuing a Master of Public Administration from Purdue Global University.

Notable Planning Commission Actions

A. Development Applications

Notable projects reviewed by the Commission were the following:

1. The Learning Experience - \$3.5 million investment

Request to construct a 10,000-square-foot childcare facility with an exterior playground for The Learning Experience at 2635 N. Squirrel Road. The Five Points Community Church currently owns the property, which is the location of its former parsonage. The 2.13-acre parcel is zoned B-2, General Business District



Rendering of the building and site viewed from northbound N. Squirrel Road

2. Oakland Christian School – Parking Expansion - \$800,000 investment

Request to construct an additional 93 parking spaces (net 79 parking spaces) and a parent pick-up/drop-off loop at 3075 Shimmons Road. The 2.16-acre impacted area is zoned R-1A, One-Family Residential District. The new parking area at the school's primary entrance will expand the facility's overall parking capacity from 194 to 273 spaces.

The project originated from an agreement between the City of Auburn Hills and the OCS to exchange land, enabling the realignment of the Shimmons Road curve. This concept had been envisioned and discussed between the parties for over a decade. The road redesign improved sight lines and safety in the area by creating a softer curve, along with an extended sidewalk in the vicinity.



Illustrated Site Plan

3. Wecast Industries, Inc. - \$11.9 million investment

A request from Wecast Industries, Inc. (Wecast) to conduct a light industrial activity, in addition to administrative functions, at the vacant building located at 3300 University Drive. The building, formerly the home of GKN Automotive, is 127,655 square feet in size. The property is situated at the southwest corner of University Drive and Seyburn Drive, just west of the Auburn Hills Civic Center Campus. The site is zoned T&R, Technology and Research District. Wecast obtained a similar Special Land Use Permit from the City Council on November 27, 2017, for this location; however, it did not move forward at that time.



Photos of the building 3300 University Drive

4. **Alo's Sports Bar – 3315 Auburn Road - \$1.5 million investment**

Request for approval to conduct a restaurant operation with outdoor seating at the vacant 6,371 square foot building at 3315 Auburn Road. The property is located at the northeast corner of Auburn Road and Parkways Boulevard and is zoned D, Downtown District. Alo's proposes enlarging the existing outdoor seating area and making significant façade and interior improvements to the building.



Bird's Eye Rendering of the Proposed Building and Outdoor Seating

5. **975 South Opdyke Self Storage Redevelopment PUD - \$8.5 million investment**

Request to construct a 45,032-square-foot addition to the existing building located at the northeast corner of S. Opdyke Road and South Boulevard. The expanded building will have a total size of 149,865 square feet. The 13.37-acre site is zoned T&R, Technology and Research District. The new addition and part of the existing building, totaling 107,613 square feet, will be developed as a 702-unit, indoor, climate-controlled self-storage facility. The north 42,252 square feet of the building will continue to house automotive supplier Pierburg US LLC, which has been a tenant since 2008.



Bird's eye view rendering of the building addition

6. **Chillbox Corporate Headquarters – 3378 E. Walton Boulevard – \$2 million investment (in addition to the purchase price of the land and building)**

Request to repurpose the former North Oakland Family YMCA recreational facility at 3378 E. Walton Boulevard into a corporate office building for its subsidiary Chillbox Convenience Stores, along with an ancillary café and associated outdoor seating. The 61,756-square-foot building has been unoccupied since October 6, 2020.



A recent photo of the building from the parking lot adjacent to Walton Boulevard

B. Text Amendments to the Zoning Ordinance

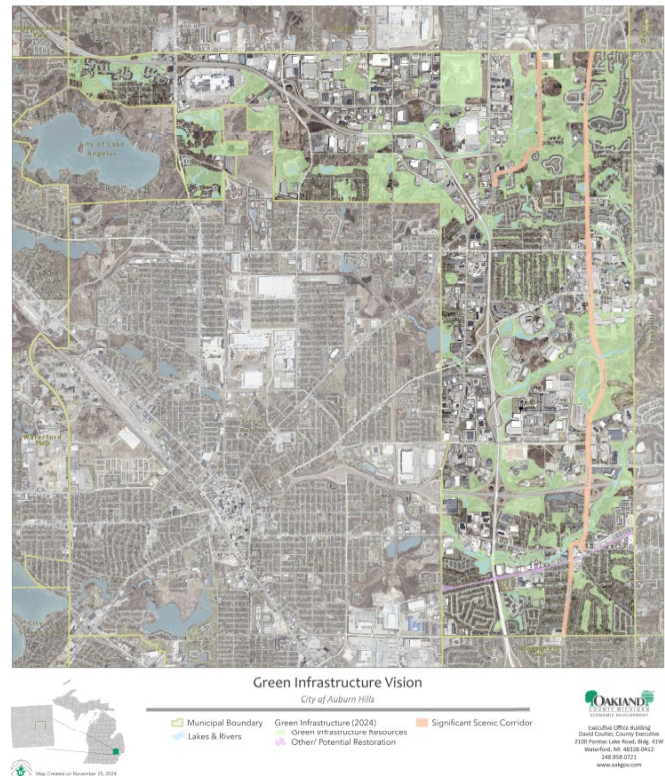
Two formal text amendments addressed the four items below:

1. Updates to the City's zoning standards in preparation for the site plan submittal of the planned extension of the municipal parking structure in Downtown Auburn Hills, which is anticipated to begin construction in Spring/Summer 2026.
2. Requiring off-street parking for new residential dwelling units in the Downtown based on the recommendations of the February 2024 Downtown Parking Study conducted by Rich & Associates Parking Consultants.
3. Amending the Planned Unit Development Option (PUD) standards to tighten up and clarify the expiration time frames for new projects. With this amendment, PUD projects would have one year to begin construction and 18 months to complete after construction commences, unless the City Council approves a more extended construction period. Additionally, the subsection relating to PUD plan amendments has been updated to reflect how minor and material amendments have historically been addressed in Development Agreements drafted by the City.
4. Revision to give the City Council complete control and discretion over approving multi-family residential developments in the T&R District. Before the amendment, multi-family residential dwellings were permitted on sites exceeding 10 acres in size, provided a Special Land Use Permit was obtained. This amendment now allows the City Council to consider and potentially allow housing proposals, with a preference toward owner-occupied condominiums, via the Planned Unit Development Option in the T&R District on a case-by-case basis.

C. Green Infrastructure Vision Map

The Planning Commission collaborated with staff and representatives from Oakland County to identify undeveloped and underutilized areas of the City that hold ecological and cultural significance for Auburn Hills citizens. Data and input from the Planning Commission's September 11, 2024 workshop were mapped by Oakland County.

Staff will integrate this information as a referenced document of the City's Master Land Use Plan. This information will help staff communicate the community's expectations and desires during the early stages of development. This will ensure that Auburn Hills receives the highest quality development proposal, providing maximum benefit to the City.



D. Approval of the Revised Architectural Design Policy

The Planning Commission asked staff to revisit the City's Architectural Design Policy to confirm that it still conforms with the community's desire "to promote architectural design that is harmonious with adjacent structures and sensitive to the natural environment." The policy was adopted initially over 22 years ago. It is noted that no single architectural style is mandated within the City by the policy, consistent with the State enabling act and case law.

With the assistance of Planning Commissioner and architect Dominick Tringali, as well as input from other Planning Commissioners, the policy statement was updated and approved, incorporating revisions and clarifications based on current practices and improvements in construction industry standards.

Generally, the revised policy statement now:

1. Expressly allows decorative metal panels and fiber cement materials on building facades.
2. Better explains how and where E.I.F.S. material may be used on a building.
3. Allows the staining of building materials following best practices and upon staff approval.
4. Explains that when an applicant is considering roof forms, it is recommended that the architecture of surrounding buildings be considered, and rooflines of new buildings should incorporate changes and variations to create and enhance interest.
5. Better outlines expectations for architecture, including "four-sided architecture" and the massing of a building when viewed from all sides.
6. Details the reasons why the policy statement was created and that the City Council has authorized staff to communicate the expectations of City leaders to ensure an acceptable architectural design is implemented.

E. City of Auburn Hills 2025 Residential Build-Out Analysis and Future Growth Study

Mr. Cohen presented the *City of Auburn Hills 2025 Residential Build-Out Analysis and Future Growth Study* at the Planning Commission's February 5, 2025 meeting. He explained potential future build-out scenarios based on the current zoning and master land use plan. The study divided the City's residential areas into 12 sections and showed the existing and projected unit counts for each section.

In general, the residential build-out analysis showed the following:

1. Auburn Hills is approaching build-out in its residential districts.
2. Auburn Hills has a highly diverse housing stock in terms of product and price points, with a heavy emphasis on attached units and rental products.
3. Auburn Hills has no "easy" greenfield development sites left. Most new developments proposed over the next 25 years will be complicated infill projects.
4. The primary locations left to add owner-occupied detached single-family homes are the Northwest and Northeast Corners of the City. The study shows that an approximate net of 543 new detached single-family homes could be built on the remaining residential-zoned land in Auburn Hills (about 1,152 people). These new units are projected to be in small infill developments or on existing vacant homesites. Thus, if the City wishes to increase homeownership, it will need to occur via attached-unit condominium projects.
5. If Auburn Hills' leaders desire to grow the City's population beyond the projected 28,323 people, private housing investment will need to occur in non-residential areas.

Mr. Cohen explained that the analysis showed that the City has 11,639 housing units, with an estimated population of 24,675. It is projected that the City could add approximately 1,725 housing units at build-out, resulting in a population increase of roughly 3,657 people. It is noted that these estimates primarily focused on existing residential areas and did not address potential residential conversions of hotels or office buildings in the T&R District. The City may add additional housing units through commercial conversions; however, these uses are not permitted by right and will be implemented via the Planned Unit Development option at the sole discretion of the Planning Commission and City Council. This study is the basis for the City's new Housing Policy Statement.

After reviewing Mr. Cohen's analysis, the Planning Commission decided to generally maintain the Master Land Use Plan and zoning as currently adopted, in terms of land use classifications. Mr. Cohen stated that he would formally initiate an update to the City's Master Land Use Plan, as per the Michigan Planning Enabling Act, which was last updated in 2018. This update would enable the Planning Commission to make minor editorial changes to the document, facilitating the completion of the process by 2025/2026.

F. City of Auburn Hills Housing Policy Statement

Mr. Cohen presented a draft Housing Policy Statement at the Planning Commission's February 5, 2025 meeting. In December 2024, the Planning Commission asked staff to review the City's existing housing stock and draft a housing policy statement in response to a recent amendment to the Michigan Planning Enabling Act. Governor Whitmer, on November 13, 2024, signed HB 5557 to amend the Michigan Planning Enabling Act to expressly include housing as a core provision of a master plan, with an emphasis on promoting a range of housing types and including assessments and policies for addressing those demands.

Mr. Cohen explained that a housing policy statement is necessary to demonstrate compliance with State law and outline how Auburn Hills' Master Land Use Plan and Zoning Ordinance support *"a range of housing types, costs, affordability, attainability, ages, and other characteristics, including single and multiple-family dwellings to serve the housing demands of a diverse population."* Mr. Cohen explained that the City's analysis demonstrates an approximate 50/50 mix of owner-occupied and for-rent properties. He explained that the policy outlines the City's diverse housing types and demonstrates compliance with the intent of the State law.

As a result, the Planning Commission adopted the following goals of the housing policy statement:

1. Increase Opportunities for Homeownership

As a formal policy of the City, as the community nears the build-out of its housing stock, it desires to continue to promote and increase detached and attached single-family owner-occupied housing to the greatest extent possible. Homeownership is believed to keep residents rooted in the community; however, due to various geographic and economic factors, Auburn Hills has historically permitted ample multi-family rental housing developments. Compared to the City's overall housing stock, this high number of rental units has resulted in a much more transient population than other communities in the region. The residential build-out analysis identifies eight potential locations (three of which are currently under construction), where approximately 415 apartment units could be added. Rental products at those locations are not permitted by right and would require City Council approval via the Planned Unit Development Option. Thus, implementation and authorization to develop a rental product will be at the full discretion of the City Council, determined on a case-by-case basis. To comply with this policy, the remaining potential housing units envisioned in the City's analysis, detached or attached, must be developed as single-family owner-occupied units.

2. Preserve the Character of Established Large-Lot Neighborhoods

Auburn Hills leaders aim to preserve and protect the City's established large-lot neighborhoods, maintaining their spacious rural character, fabric, and sense of community. Since 2000, several neighborhood master plan studies and zoning changes have been implemented to prevent developments that could significantly alter the identities of these areas and disrupt the quality of life of their residents. The City hosts parcels of various sizes with homes of all types in neighborhoods ranging from urban/high-density to rural. Thus, the City's goal is to maintain some of its historical character and retain the established, rural atmosphere of large-lot neighborhoods.

3. Consider Population Growth in Non-Residential Areas Where Appropriate

The residential build-out analysis contemplates housing growth on a select few commercial and industrial properties, but no existing hotel or T&R district-zoned parcel was shown as a potential housing growth opportunity. The City has received inquiries in recent years regarding the conversion of underutilized hotels, office buildings, and their associated parking areas to create new rental housing/apartments. The City's Zoning Ordinance does not permit housing products within the T&R District by right, and the City prefers that these properties be used for non-residential purposes. The same is true for hotel properties in the B-2 and T&R Districts. Thus, implementation and authorization for a hotel or T&R District property to be redeveloped with housing products will be at the full discretion of the City Council via the Planned Unit Development Option, determined on a case-by-case basis, with a strong preference toward detached single-family homes or attached owner-occupied condominiums being offered

The Planning Commission agreed that the data and analysis provided support the finding that the City currently hosts an adequate range of housing types, costs, affordability, attainability, ages, and other characteristics, including single—and multiple-family dwellings, to serve the housing demands of its diverse population.

Support Staff Training

Steve Cohen participated in several training opportunities in 2024 and 2025 to further advance his skills. AICP planners, such as Mr. Cohen, are required to obtain professional development training to maintain their credentials. AICP planners must earn at least 32 Certification Maintenance (CM) credits (1 hour = 1 CM credit) within a designated two-year reporting period. A minimum of 1.0 credits must be on planning law, sustainability and resilience, ethics, and equity. Mr. Cohen has earned 48.50 CM credits thus far for the current reporting period of January 1, 2024 and December 31, 2025, and has fulfilled his required educational credits. Devin Lang attended the Michigan Chapter of the American Planning Association Conference in Grand Rapids from September 25-27, 2024.

Commission Training

Training is a high priority for the Planning Commission and City Council. Members face an enormous responsibility to help guide the community's physical development. Poor decisions could lead the City into costly litigation. The Planning Commission has benefited greatly over the years from training, whether for new members who want to learn about planning or veteran members who need to stay current with changes in the law and planning practices. This proactive Planning Commissioner training program, combined with a well-trained staff. This record of accomplishment has enabled the City to lower its general liability insurance rates over the years, resulting in savings for taxpayers.

Members Sam Beidoun, Jack Ferguson, and Darlene MacMillan attended the Michigan Chapter of the American Planning Association Conference in Grand Rapids from September 25-27, 2024. Jack Ferguson also participated in a MAP seminar on managing risk.

Planning Commission Terms and Attendance Records

During this reporting period, the Planning Commission held eight regularly scheduled meetings and no special meetings. The table below outlines each member's term and attendance record.

Name	Term Endings	Regular Meetings	Percent Attended
Greg Ouellette	July 2027	8 / 8	100%
Sam Beidoun	July 2026	7 / 8	88%
Laura Ochs	July 2026	4 / 5	80%
Jack Ferguson	Nov. 2025	8 / 8	100%
Chauncey Hitchcock	July 2024	1 / 1	100%
Darlene MacMillian	July 2027	7 / 7	100%
Cynthia Pavlich	July 2025	8 / 8	100%
Raymond Saelens	July 2027	7 / 8	88%
Carolyn Shearer	July 2025	7 / 8	88%
Dominick Tringali	July 2025	6 / 8	75%

Woodlands Preservation Ordinance – City’s Tree Fund

There were no payments into the City’s Tree Fund during this reporting period. As of the date of this report, the balance of the fund was \$846,433.

Planned Unit Development Option – Financial Contributions for Public Purposes

There were no financial contributions for public purposes during this reporting period.

Planning Activities Per City Council’s Y2025/2026 Strategic Goals & Objectives

1. Explore options for industrial redevelopment within the community.
2. Continue to foster development along the M-24/Opdyke Road Corridor.
3. Focus redevelopment efforts on TIFA, city-owned, and private properties.
4. Continue to keep Auburn Hills friendly and livable for all ages and abilities.
5. Pursue redevelopment opportunities and incentivizing redevelopment; plan for potential changes with existing commercial properties
6. Explore opportunities for repurposing hotels
7. Leverage to the greatest degree our natural resources, parks, pathways, and waterways

Commission Recommendations to City Council

The Commission respectfully recommends that the City Council ensure that the Y2025 and Y2026 City of Auburn Hills Budgets allow for the following items:

1. Continued staff support from Steve Cohen, Devin Lang, and the City’s Administrative Development Review Team
2. Funding for planning activities (e.g., citizen participation, maps, printing, technical research, Master Plan and Zoning Ordinances updates, etc.)
3. Funding for educational materials, technical training, and conferences for Planning Commission members and City staff.



07/28/2025 10:04 AM

Via e-mail delivery

July 28, 2025

Ryan McAnany, Director
Michigan Public Service Commission
7109 W. Saginaw Hwy.
Lansing, Michigan 48917

Re: DIRECTV, LLC (DIRECTV) Annual Video Report

DIRECTV, LLC ("DIRECTV") hereby submits its Annual Video Report to the Michigan Public Service Commission and franchising entities under Michigan's Uniform Video Services Local Franchise Act (2006 Public Act 480, as amended, or "Video Act"). A copy of the report is being mailed to the Clerk in each of the Michigan communities where DIRECTV has a local franchise agreement for U-verse video service.

We respectfully request the Commission to accept this report. Questions regarding this report can be directed to me as follows:

DIRECTV
Legal/External Affairs
2260 E. Imperial Hwy.
El Segundo, CA 90245
e-mail: scott.alexander@directv.com
telephone: (214) 202-3185

Sincerely,

Scott J. Alexander
Senior Director – External Affairs

Enclosure



July 28, 2025

DIRECTV, LLC Annual Video Report for U-verse Video Service in Michigan

DIRECTV, LLC ("DIRECTV") submits this Annual Video Report to the Michigan Public Service Commission ("MPSC" or "Commission") and franchising entities in the State of Michigan as required by Michigan's Uniform Video Services Local Franchise Act (2006 Public Act 480, as amended or "Video Act").

DIRECTV reports that a change of control of DIRECTV's parent entity was completed via a transaction that occurred on July 2, 2025.

DIRECTV Entertainment Holdings LLC is DIRECTV's corporate parent. Prior to the transaction, AT&T Inc. ("AT&T") owned a 70% interest in DIRECTV, with the remaining 30% held by TPG Global, L.L.C. ("TPG"). As a result of the transaction, TPG is now the sole owner of DIRECTV Entertainment Holdings LLC. The Federal Communications Commission has reviewed and approved the transaction.

While the ownership and control of DIRECTV has changed from shared control between AT&T and TPG to solely TPG, the local video franchise agreements pertaining to the U-verse TV service continue to be held by DIRECTV. DIRECTV will continue to provide high-quality video entertainment and customer service and will continue to be led by its current management team. Accordingly, the transaction will have no impact on DIRECTV's ongoing compliance with its local video franchise agreements.¹

DIRECTV will continue to meet the terms of those agreements and of the Video Act, as it relates to the continued provision of the U-verse IP-enabled video service. As required under Sec. 9 (1) of the Video Act, DIRECTV does not deny access to service to any group of potential residential subscribers because of the race or income of the residents in the local area in which the group resides.

U-verse TV includes:

- Access to live video programming and on-demand and interactive content
- Ability to access more than 240 HD channels
- Ability to record up to at least 4 shows at once with Total Home DVR
- Ability to view programs via a subscriber's smartphone or tablet
- Public, Educational, and Government (PEG) channels for communities who are providing or request to provide PEG programming
- Customer service via call centers and 24/7 online
- Online customer service and technical support is available at <https://www.att.com/support/topic/u-verse-tv/>

¹ On or about August 11, 2021, the municipalities previously served by Michigan Bell Telephone Company ("AT&T Michigan") were notified that their Uniform Video Local Franchise Agreements were transferred to DIRECTV.

Busy Auburn Hills-Orion Twp. intersection to close soon



The Joslyn and Brown roads' intersection. Brown Road is at the border between Orion Township and Auburn Hills. (Peg McNichol/MediaNews Group)

By Peg McNichol | pmcnichol@medianewsgroup.com

UPDATED: August 5, 2025 at 12:01 PM EDT

The Brown Road/Joslyn Road intersection at the Auburn Hills and Orion Township border will be closed from Monday, Aug. 11, through Sunday, Aug. 24, according to the Road Commission for Oakland County.

An estimated 40,600 vehicles use that intersection daily, according to county road officials.

The Canadian National Railway received a permit from the road commission for the closure for track maintenance and repairs.

Drivers will use the following detours:

- Joslyn Road: Waldon Road to Baldwin Road to Walton Boulevard, back to Joslyn Road and vice versa.
- Brown Road: Giddings Road to Waldon Road to Baldwin Road, back to Brown Road and vice versa.

For questions regarding the work, contact CN Railway at (888) 888-5909.



The Joslyn and Brown roads' intersection. Brown Road is at the border between Orion Township and Auburn Hills. (Peg McNichol/MediaNews Group)



The Joslyn and Brown roads' intersection. Brown Road is at the border between Orion Township and Auburn Hills. (Peg McNichol/MediaNews Group)



Railroad-crossing signal at Joslyn and Brown roads. Brown Road is at the border between Orion Township and Auburn Hills. (Peg McNichol/MediaNews Group)

Originally Published: August 4, 2025 at 7:34 AM EDT

EDITOR'S NOTE: This story has been updated to reflect the reason for the closure.