AGENDA



Planning Commission
Wednesday, December 10, 2025 **4** 6:30 p.m.
(Dinner starts at 6:00 p.m.)

LOCATION: Robert W. Grusnick Public Safety Building
1899 N. Squirrel Road ❖ Auburn Hills MI

PHONE: 248-364-6900 www.auburnhills.org Meeting minutes are on file in the City Clerk's office.

- 1. MEETING CALLED TO ORDER
- 2. ROLL CALL OF PLANNING COMMISSION
- 3. MOMENT OF SILENCE IN REMEMBRANCE OF FORMER PLANNING COMMISSION MEMBERS
 - GREG OUELLETTE Served February 1998 to November 2025, Chair 2009 to 2025
 - LARRY BECKETT Served April 1990 to August 2004, Chair 1998 to 2004
 - GLEN SCHOONFIELD Served June 2000 to August 2003, Secretary 2001 to 2003
- 4. PERSONS WISHING TO BE HEARD (regarding items not on the agenda)
- 5. APPROVAL OF MINUTES October 8, 2025
- 6. **PETITIONERS** None
- 7. UNFINISHED BUSINESS None
- 8. NEW BUSINESS
 - 7a. Recreation Update Chris Stepp, Director of Recreation
 - 7b. Age-Friendly Auburn Hills Update Jackie Monroy, Director of Senior Services
 - 7c. Planning, Zoning, and Development Update Steve Cohen, Director of Community Development
 - 7d. Cancellation of the January 7, 2026 Regular Planning Commission Meeting
- ELECTION OF OFFICERS Chairperson, Vice-Chairperson, and Secretary for Y2026
- 10. COMMUNICATIONS
- 11. NEXT SCHEDULED MEETING Wednesday, February 4, 2026 at 7:00 p.m. Council Chamber
- 12. ADJOURNMENT

> NOTE: Anyone planning to attend the meeting who needs special assistance under the Americans with Disabilities Act (ADA) is asked to contact the City Clerk's Office at 248-370-9402 or the City Manager's Office at 248-370-9440 48 hours before the meeting. Staff will be pleased to make the necessary arrangements.

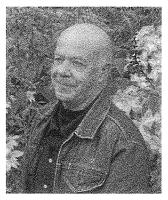
Dignity®



OBITUARY

Gregory Mark Ouellette

NOVEMBER 15, 1956 - NOVEMBER 4, 2025



IN THE CARE OF
Pixley Funeral Home - John Desmond Chapel

No one after lighting a lamp puts it under the bushel basket, but on the lampstand, and it gives light to all in the house.

Matthew 5:15

Gregory Mark Ouellette, 68, November 4, 2025, of Auburn Hills, Michigan. Survived by his beloved wife, Jeanne; children, Charles (Dana) and Alexis (Evan), and their mother, Roberta; eleven grandchildren, Shalynne, Charles, Jr., Landon, Eoin, Joseph, Robert, Rosemary, William, Arthur, Thomas, and Leo; nine brothers and sisters; and many nieces and nephews. He was preceded in death by his parents, Thomas and Dorothy, and his brother, Joseph.

Greg put his special light on the lampstand for his family, many friends, the community, and strangers. He learned from his mother the value of making people feel special and doing something nice for someone each day. Greg's warm presence and laughter were constant at family gatherings, birthdays, graduations, memorials, special days, and Zoom calls during the pandemic — he was always in everyone's corner. The only family party Greg ever missed was on Thanksgiving, 2007, when he drove from Michigan to Fort Bragg, North Carolina, to cook the turkey for single soldiers in his son's Army platoon! Greg took children seriously, including them in high-stakes family card games and enlisting his grandchildren to swing the hammer or add the secret ingredient to his chocolate chip pancakes; he often suggested the kids "sample a few" while they were cooking!

Greg was a bold adventurer and a bit of a mischief-maker from an early age. He once hopped on a flatcar in Wyandotte with his lifelong friend, Dan Gorno, riding it to Toledo and back before dinner; his mother was none the wiser. Greg passed that sense of adventure onto his children and grandchildren through roller coasters and adventures in the woods. He once even rang the doorbell of Elmore Leonard's house with his grandson, Landon, for his autograph (they got it!).

Greg's life-long civic service began just as boldly at Grosse Ile High School when he was elected Student Council President for back-to-back terms after first "running" as a Junior through the school wearing a pair of red Converse sneakers (if you know, you know!). Greg's service to his community continued. From delivering Meals on Wheels and teaching Sunday School at St. John Fisher Chapel for many years, to being a good neighbor, Greg built community person-to-person. He served nearly 30 years on the Auburn Hills City Planning Commission, including over 17 years as Chairman. Greg helped guide some of the most complex developments in the community, including Great Lakes Crossing and Auburn Hills' downtown area. He was elected to the Auburn Hills City Council posthumously on November 4. Ever the magnanimous winner, Greg graciously let someone else have the win.

Greg was a sports aficionado and always physically active. He played tennis for many years and always loved organizing a game of touch football, pickle, kick-the-can, or a bike ride with his nieces, nephews, and grandchildren. Greg inherited his love for the Detroit Tigers from his grandfather, Joe "Red" Giles, who took him to games at Tiger Stadium as a child. Greg continued this tradition over many years with his children and grandchildren. He famously cheered loudest when the Tigers won in '68, and geared up with his infant son, Charles, to root for the win in '84. Greg's anticipation for another season reached a fever pitch in late winter, leading him and Jeanne to Lakeland, Florida, to watch spring training.

After many years of hiking on Sunday mornings with a close community of hikers, and one last grand adventure up Mount Washington in Maine with his dear friend, Tom Lipinksi, Greg hit the trail one last time on November 4.

Greg's final act of service was to be a light for others in some of life's darkest moments as an organ donor so that they could continue their own adventures.

FAMILY

Jeanne Ouellette Wife

Charles (Dana) Son

Alexis (Evan)

Daughter

Roberta Mother of Gregory's children

Shalynne, Charles Jr., Landon, Eoin, Joseph, Robert, Rosemary, William, Arthur, Thomas, and Leo *Grandchildren*

> Thomas and Dorothy Ouellette Parents (deceased)

> > Joseph Brother (deceased)

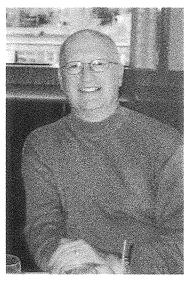
Gregory also leaves behind nine brothers and sisters and many nieces and nephews.

Dignity^e

OBITUARY

Larry Dale Beckett

SEPTEMBER 27, 1942 - NOVEMBER 25, 2025



IN THE CARE OF
Family Funeral Care

Larry Dale Beckett, age 83, of Auburn Hills, was born on September 27, 1942, and passed away peacefully with his family by his side on November 25, 2025. Beloved husband of Diane Beckett for 59 years. Loving father of Paul (Kristina) Beckett and Adam (Steven Domalewski) Beckett. Cherished grandfather of Zoe and Claire Beckett. Larry will be missed by numerous other family members and friends. Larry was preceded in passing by his parents, William and Wilhelmina Beckett; and his siblings, Mervin, Norman, Herman, Bill, Betty, Verna, and Connie.

Visitation will be held Wednesday, December 3, 2025 from 4:00pm until 8:00pm and Thursday, December 4, 2025 from 10:00am until the time of the Funeral Service at 11:00am at Family Funeral Care, 2904 Orchard Lake Road, Keego Harbor. Burial at All Saints Cemetery, Waterford.

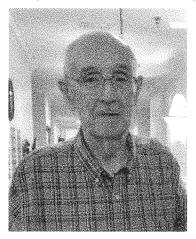
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OBITUARY

Glen Roy Schoonfield

AUGUST 18, 1939 - NOVEMBER 12, 2025



IN THE CARE OF
Pixley Funeral Home - John Desmond Chapel

Glen Roy Schoonfield, 86, formerly of Sterling Heights and Auburn Hills, passed away November 12, 2025, at Aspen Trace Senior Living in Greenwood, Indiana.

He was born on August 18, 1939, in Detroit, the son of Conner and Evelyn Rose (Chauvin) Schoonfield. He attended Denby High School briefly before working at Joe Russo's Garage, then enlisted in the U.S. Air Force. He served active duty for three years, stationed at Ft. Sumter, S.C., followed by three years in the reserves; he played a role during the Bay of Pigs incident, interpreting photographs taken of military activities in Cuba. He earned a Good Conduct medal along with an honorable discharge, then began working for the Army Corps of Engineers to map the Michigan shoreline.

Glen Schoonfield Obituary - Auburn Hills, MI

He met Jeanette Frantz through mutual friends while working for Russo's. They married April 23, 1960; she followed him to Ft. Sumter, and then around Michigan until they settled in metro Detroit.

After leaving the Corps, he worked in building and planning for the city of Sterling Heights, then became Director of Public Services for the city of Auburn Hills, overseeing the city's explosive growth and advancement as Oakland County's heart of Automation Alley, including establishment of the Chrysler World Headquarters and the Palace of Auburn Hills, home to the Detroit Pistons for many years.

He completed his GED in 1962; then discovered a love of learning by earning a Bachelor of Accountancy from Walsh College, and a Master of Public Administration from Oakland University.

His first love was photography, including developing his own pictures; he also enjoyed the outdoors, especially astronomy, fishing and hunting. In later years, he became an avid reader before losing his eyesight.

Besides his wife Jeanette of 65 years, he is survived by his daughter, Susan (Dean) Robinson; nephews Jeffrey Schoonfield, Jon (Debbie) Schoonfield, and James (Beth) Schoonfield; and four great-nieces and -nephews: Violet, Madison, Hayden and Connor.

A gathering in remembrance of Glen's life will be held November 22, 2025 from 11:00am until 2:00pm, at Pixley Funeral Home, Auburn Hills. In recognition of his service, interment will be at Great Lakes National Cemetery, Holly.

In lieu of flowers, please consider donations to the Indiana Talking Books and Braille Library, the Dementia Association of America, or similar organizations.

DONATIONS

Indiana Talking Books and Braille Library 140 N Senate Ave., Indianapolis, Indiana 46204

The Dementia Society of America

Dementia Society of America Post Office Box 600, Doylestown, PA

18901

Past Services

SATURDAY, NOVEMBER 22, 2025



CITY OF AUBURN HILLS PLANNING COMMISSION MINUTES NOT YET APPROVED

October 8, 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, Sam Beidoun,

Dominic Patrus, Dominick Tringali, Raymond Saelens, Greg Ouellette

Absent: None

Also Present: Director of Community Development Steve Cohen, Assistant Director of Community Development Devin Lang, Director of Senior Services Jacqueline Monroy Krieg, Senior Services

Advisor Karen Adock, Mayor Pro-Tem Hawkins

Guests: 4

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

3. PERSONS WISHING TO BE HEARD

4. **APPROVAL OF MINUTES** – September 10, 2025

Moved by Beidoun to approve the minutes of September 10, 2025. Second by Saelens.

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

No: None Motion Carried (9-0)

5. PETITIONERS

5a. Oakland Christian School – Automatic Changeable Copy Sign (7:01 p.m.) Public Hearing / Motion – Recommendation to City Council for Special Land Use Approval

Mr. Cohen explained that this is a request from Oakland Christian School for approval to install a monument-style automatic changeable copy sign on the school's property located at 3075 Shimmons Road. The property is zoned R-1A, One-Family Residential District.

The new automatic changeable copy sign will feature an LED message board, located below the illuminated cabinet, measuring 20.3 square feet and accounting for 57% of the overall sign area, which is less than the allowed. The Zoning Ordinance permits the LED message board to be no more than 60 square feet and to occupy up to 75% of the sign area. The proposed LED message board will allow the school to display new messages to its students, parents, and the community.

The proposed sign will be six feet in height to be respectful of the area's residential character, which is less than the 10 feet allowed by the Zoning Ordinance.

The new sign is designed to meet the following additional City zoning regulations.

- 1. The sign will be equipped with photosensitive equipment, which will automatically adjust the brightness and contrast of the sign, in direct relation to the ambient outdoor illumination.
- 2. The pixel pitch/resolution of the LED sign is 10 mm, which meets the City's requirement of being 25 mm or less.
- 3. The message will appear in intervals of no less than 15 seconds.
- 4. The use of animation, flashing, scrolling, or blinking characters is prohibited.
- 5. The sign will be made of the highest quality materials, which include a masonry base.
- 6. The hours of operation of the sign will not exceed 6:30 a.m. to 9:30 p.m. This provision shall not apply to public emergency alerts. The school has agreed to display Amber Alerts and emergency messages upon request from the Police Department.

James Butler, with PEA Group, and Susan Brock, Superintendent of Oakland Christian Schools, were available to answer any questions of the Commission.

Auburn Hills Planning Commission – October 8, 2025 Page **2** of **4**

The Commission had no questions.

Mr. Ouellette opened the public hearing at 7:04 p.m.

There being no public comments, Mr. Ouellette closed the public hearing at 7:04 p.m.

Moved by Beidoun to recommend to the City Council approval of the Special Land Use Permit for Oakland Christian School – Automatic Changeable Copy Sign, subject to the conditions of the City's Administrative Review Team.

Second by MacMillan.

VOTE:

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

No: None Motion Carried (9-0)

6. UNFINISHED BUSINESS

6a. Text Amendments to the Zoning Ordinance (7:09 p.m.)

Motion – Recommendation to City Council for approval of a text amendment to amend Article IX. B-2, General Business Districts of the Zoning Ordinance.

Mr. Ouellette advised the audience that the public hearing for this item was held at the September 10, 2025 Planning Commission meeting.

Mr. Cohen explained that although outdoor storage and the sale of merchandise and materials outside gasoline service stations have been prohibited for decades, the issue has become a challenge for the City in enforcing the ordinance.

On September 10th, the Planning Commission held a public hearing to review an amendment to the Zoning Ordinance, aimed at addressing the issue of allowing the sale of ice and propane tanks outside the store, provided they are located in a screened outdoor sales enclosure area. After reviewing the practicality of installing enclosures at existing gas station sites, the Planning Commission asked Mr. Cohen to provide additional options for them to consider that would be implemented by the Zoning Ordinance to permit the outdoor storage of ice chests and propane tanks at gasoline service stations, as this service provides convenience to Auburn Hills residents and the general public.

Mr. Cohen offered the following options:

- 1. Do nothing continue not to address the issue
- 2. Enforce the current ordinance, which prohibits outside sales
- 3. Amend the ordinance to only allow outdoor ice and propane sales if it is screened with a three-sided enclosure (proposed on 9-10-25)
- 4. Amend the ordinance to only allow outdoor ice and propane sales, subject to City staff review and approval. Require screening with a three-sided enclosure for new or expanded gas stations

Mr. Cohen stated that, based on the Planning Commission's deliberations on September 10th, Option #4 is recommended. The proposed generalized ordinance language would give City staff flexibility to craft tailored solutions for each property, taking into account barrier-free access, safety, and other relevant factors. Enclosures would be required at newly constructed stations.

The Commission asked the following:

- The materials the proposed enclosure would be constructed of
- Placement of the ice chests, propane cages, and future enclosures
- Materials that are allowed to be stored outdoors
- Cost to implement the proposed enclosure

Mr. Cohen advised that the enclosure requirement would be triggered during a substantial remodel, expansion, or site reconstruction. The enclosure would be constructed on the side of the building, and the materials, typically

Auburn Hills Planning Commission – October 8, 2025 Page **3** of **4**

masonry, would be selected to match its aesthetic. Since these enclosures will be built during major renovations, the construction costs for the property owner will be minimized.

Mr. Cohen also stated that outdoor displays would be limited to ice chests and propane cages. Items such as firewood and washer fluid will remain prohibited outdoors.

Moved by Shearer to recommend to the City Council approval of the enclosed Text Amendment to Article IX. B-2, General Business Districts of the Zoning Ordinance. Second by Saelens.

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

No: None Motion Carried (9-0)

7. NEW BUSINESS

7a. <u>Age-Friendly Auburn Hills – Next Steps in Implementation (7:17 p.m.)</u> Discussion – Facilitating Universal/Inclusive Design in New Single-Family Home Developments.

Mr. Cohen explained that the City's goal is to provide a diverse housing stock that accommodates people of all ages and abilities, including children, seniors, and individuals with disabilities. During the Age-Friendly Auburn Hills visioning process, the City learned that smart planning involves making homes accessible to all whenever possible, which can be achieved through universal or inclusive design.

In 2017, the Planning Commission and City Council took action to encourage this type of design for new homes by adding incentives through the Planned Unit Development Option, as outlined by Section 1836. Universal Design and Visitability in the Zoning Ordinance. The idea behind this initiative was that incorporating universal design features during initial construction is significantly cheaper than retrofitting them later.

Under the City's current ordinance, Section 1836, to be considered for Planned Unit Development Option eligibility using this criterion, 75% or more of the homes in a proposed development must include the following minimum universal design elements and features:

- 1. Zero-step front door entryway
- 2. First floor master bedroom and bathroom with zero-step entry to shower
- 3. 36-inch wide doorways and 42-inch wide hallways
- 4. 60-inch wide maneuvering radius in the kitchen and bathrooms
- 5. First floor laundry room

Mr. Cohen advised that universal design is an important long-term strategy for the City for a number of reasons:

- It "future-proofs" a home. As needs change due to aging, injury, or family circumstances, the home is ready for minor adaptations that make it safe and user-friendly for all.
- It enables people to age in place without the need for costly renovations
- It also supports the independence and dignity of individuals with mobility challenges or cognitive limitations, enabling them to live at or visit a home.

Mr. Cohen asked the Planning Commission to consider taking the next step in boldly leading on this issue and influence the market by moving to require all new Planned Unit Developments with single-family homes to build universal design homes.

The Commission discussed the following:

- The percentage of units in a development that would be required through the proposed change
- Incentive for developers to implement universal design
- Projected costs of adding universal design
- Safety benefits of universal design

Mr. Cohen stated that it has been almost nine years since the City Council amended the Zoning Ordinance to encourage this type of housing; however, no homes have been built that fully meet this standard. He explained that such requirements generally exceed Michigan building codes; therefore, they cannot be mandated by the City. The

Auburn Hills Planning Commission – October 8, 2025 Page **4** of **4**

law allows universal design to be implemented through the Planned Unit Development Option, as it is a mutually agreed-upon approach among all parties. The City has seen some developments, such as Villa Montclair and Summerlyn, that cater to seniors (e.g., ranch-style homes with first-floor bedrooms and bathrooms). Still, they lack many key visitability requirements (e.g., zero-step front-door entryways, wider hallways, and a larger maneuvering radius in the kitchen and bathrooms) to ensure someone with a mobility disability, whether temporary or permanent, can access the home safely.

Director of Senior Services Monroy announced to the Planning Commission that AARP has accepted the City's 2025-2028 Age-Friendly Action Plan. As a result, the City will continue to be recognized as a member of the AARP Network of Age-Friendly States and Communities.

Senior Services Advisor Adcock shared that universal design benefits not only aging adults but also everyone, regardless of age or ability. Adding a diverse housing stock helps ensure that no one is excluded from living in Auburn Hills.

Mr. Lang stated that while there may be a slight increase in costs to implement universal design during construction, these costs are substantially less than the costs of a significant renovation in the future. Further, Mr. Cohen added that the increase in housing density offered and additional profit made through the Planned Unit Development Option should help offset the developer's costs.

Mr. Cohen explained that he conducted a detailed study earlier this year showing that the City is near build-out in its residential areas. He anticipates that many of the future residential developments on the City's remaining buildable land will seek density increases or design flexibility due to the site constraints (e.g., wetlands, topography, site size, etc.) and now would be the time for Auburn Hills to take the next step in furthering this innovative initiative by requiring developers, through the Planned Unit Development Option, to offer more accessible homes in their developments.

Mr. Cohen explained that little land remains, and only about 500 more homes could be built. Thus, the City is running out of opportunities to encourage this type of housing; now is the time to lead, or this design innovation will likely not be realized in Auburn Hills. Universally designed homes provide a framework that can be modified now or in the future to create a more inclusive design, benefiting everyone throughout their lifetime.

The Planning Commission agreed that this was an important initiative and supported the City's next steps to lead in this area. Members thanked Mr. Cohen for his initiative in bringing ideas like this to them for improving Auburn Hills for people of all ages and abilities, and for advising them on how to proactively implement the recommendations of the Age-Friendly Action Plan.

Mr. Cohen advised that he would prepare a final proposal and bring it forward for discussion in Y2026 for potential implementation.

8. COMMUNICATIONS - None.

9. NEXT SCHEDULED MEETING

The next scheduled meeting is on Wednesday, November 12, 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 8:02 p.m.

Submitted by:

Devin Lang.

Assistant Director of Community Development



CITY OF AUBURN HILLS PLANNING COMMISSION AGENDA

MEETING DATE: DECEMBER 10, 2025

AGENDA ITEM NO 9.

COMMUNITY DEVELOPMENT

To: Vice-Chairperson Sam Beidoun and the Planning Commission From: Steven J. Cohen, AICP, Director of Community Development

Submitted: December 3, 2025

Subject: 2026 Election of Officers of the Auburn Hills Planning Commission

INTRODUCTION

Per Article 5 of the Planning Commission's By-Laws and after consultation with the City Attorney, it would be appropriate for the Y2026 elections to take place for the Chairperson, Vice-Chairperson, and Secretary at this meeting. *Note: As Vice-Chairperson, Sam Beidoun will lead this meeting due to the vacancy created by the passing of Chairperson Greg Ouellette.*

ARTICLE 5

SECTION 1. ELECTION OF OFFICERS

Election of Officers of the Commission shall be held annually at the January regular meeting and shall be the last order of business at that meeting.

- A. The term of office shall be one (1) year commencing immediately upon election. The immediate past Chairperson shall continue to preside at the meeting until the election of the new Chairperson is complete.
- B. Should an Officer be unable to complete his or her term of office, a special election shall be held to fill the remainder of the term. The election shall be held at the first regular meeting after the vacancy has been confirmed.

Officers of the Commission	<u>Y2025</u>	<u>Y2026</u>
Chairperson	Vacant	
Vice-Chairperson	Sam Beidoun	
Secretary	Carolyn Shearer	

2026 Calendar - US

Full-year calendar designed for printing on 1 page.

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Courtesy of WinCalendar.com

Date	Holiday
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an 19	Martin Luther King Jr.
eb 16	Presidents Day
Лау 25	Memorial Day
un 19	Juneteenth
ul 4	Indep. Day
Sep 7	Labor Day
Oct 12	Columbus Day
Nov 11	Veterans Day
lov 26	Thanksgiving Day
Dec 25	Christmas

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	City Council Meeting
	Election Day

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Planning Commission
ZBA

City Hall Closed

WinCalendar October 2026						
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