

**BOARD OF TRUSTEES**  
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5200 Civic Center Drive  
Waterford, Michigan 48329-3773  
Telephone: (248) 674-6238 Fax: (248) 674-4097  
[www.waterfordmi.gov](http://www.waterfordmi.gov)

**DEVELOPMENT SERVICES  
DEPARTMENT**

Jeffrey M. Polkowski, AICP  
Director

Dave Hills  
Superintendent of Building  
Division

Scott Alef  
CDBG Coordinator

## MEMORANDUM

Date: November 27, 2024  
To: Honorable Township Board Members  
From: Jeffrey Polkowski, Director of Development Services  
RE: Case No. 2025-Z-003 (Address TBD)  
O-1, Local Office to C-2, Small Business  
Location: Northwest corner of McCormick Dr & Scott Lake Rd  
Applicant: Bruce and Wanda Roberts

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The applicant is seeking to rezone the subject property from O-1, Local Office to C-2, Small Business. If their proposed rezoning is successful, they intend to develop a commercial space to house a law office and specialty retail store to sell hand-crafted wooden goods made on site.

The proposed zoning district would expand the number of potential uses allowed on the subject property but is of a similar intensity to what is currently allowed under the O-1, Local Office zoning. With property zoned M-2, General Industrial just across Scott Lake Rd a low-intensity, non-residential zoning is appropriate for the subject property to allow it to be a buffer the residentially zoned properties to the west from the industrial uses to the east.

### Planning Commission Recommendation and Findings

The Planning Commission reviewed this proposed rezoning at the regularly scheduled meeting on November 26, 2024 and resolved unanimously to forward a favorable recommendation to the Township Board.

### Motions

Based upon the Planning Commission's favorable recommendation at the November 26, 2024 regular meeting of the Planning Commission, should the Board want to consider adopting the requested rezoning, the appropriate motion would be to introduce the attached Ordinance and schedule it for possible adoption at the January 13, 2024 meeting. However, if the Board does not want to adopt the requested rezoning, the appropriate motion would be to not introduce the Ordinance and deny the zoning amendment.

Should you have any questions prior to the meeting please do not hesitate to reach out to me.



**Project Name:** McCormick Dr Rezoning

**Project #:** PRSA 24-10-04

**Project Type:** Rezoning Review

**PC Agenda:** November 26, 2024 Regular Agenda

**Report By:** Justin Daymon

<b>Proposed Use</b>	Specialty Retail & Office (§3-704)		
<b>Address</b>	N/A	<b>Parcel ID</b>	13-14-227-027
<b>Applicant</b>	Bruce and Wanda Roberts 303 Eileen Drive Bloomfield, MI 48302	<b>Property Owner</b>	Same
<b>Current Zoning</b>	O-1, Local Office	<b>Proposed Zoning</b>	C-2, Small Business
<b>Frontage</b>	200 ft along Scott Lake Rd, 140 ft along McCormick Dr	<b>Property Size</b>	0.52 acres
<b>General Location</b>	Northwest corner of McCormick Dr & Scott Lake Rd		
<b>Master Plan Designation</b>	Corridor Commercial		
<b>Current Use</b>	Vacant lot		
<b>Zoning History</b>	1950 – Residential-1 1963 – R-1A, Single-Family 1975 – RO-1, Restricted Office 2011 – Single-Family Residential 2013 – O1, Local Office		
<b>Surrounding Development</b>			
<b>North</b>	PL, Public Lands		
<b>East</b>	M-2, General Industrial		
<b>South &amp; West</b>	R-1C, Single-Family Residential		

### Project Summary

The applicant is seeking to rezone the subject property from O-1, Local Office to C-2, Small Business. If their proposed rezoning is successful, they intend to develop a commercial space to house a law office and specialty retail store to sell hand-crafted wooden goods made on site.

The proposed zoning district would expand the number of potential uses allowed on the subject property but is of a similar intensity to what is currently allowed under the O-1, Local Office zoning. With property zoned M-2, General Industrial just across Scott Lake Rd a low-intensity, non-residential zoning is appropriate for the subject property to allow it to be a buffer the residentially zoned properties to the west from the industrial uses to the east.

### Master Plan Compatibility

The proposed project is in accordance with the current Master Plan's designation of the property as Corridor Commercial.

### Zoning District Conformity

The subject property meets the Zoning Ordinance's requirements for the proposed C-2, Small Business zoning district.

### Planning Commission Approval Recommendation Guidelines

The following is a summary of Section 4-009.3 of the Zoning Ordinance and the Planning Commission's approval recommendation guidelines that have been established for rezoning application requests:

Where the purpose and effect of the proposed amendment is to change the zoning classification of a particular property, the Planning Commission shall make its recommendations to the Township Board based upon the evidence presented to it in each specific case with respect to the following matters:

- A. The requested zoning change is consistent with the adopted Master Plan, as amended.

*Staff Comment: The rezoning request is consistent with the Master Plan.*

- B. The requested zoning change is consistent with existing uses and zoning classifications of properties within the general area of the subject zoning lot.

*Staff Comment: A low-intensity, non-residential zoning is ideal for this property to provide a buffer to the residentially zoned properties to the west from the industrially zoned property to the east.*

- C. The subject zoning lot's physical suitability to provide all dimensional and site requirements for the range of uses permitted under the proposed zoning classification.

*Staff Comment: The subject lot meets the applicable zoning requirements.*

- D. The trend of development in the general area of the subject zoning lot is consistent with the requested zoning change.

*Staff Comment: The requested zoning change is consistent with the trend of development in the general area.*

- E. The Township and other public agencies possess the capacity to provide all utility and public services that would be required for the range of uses permitted under the proposed zoning classification.

*Staff Comment: Public utilities are available to the site and the Township along with other related public service agencies possess the capacity to provide all utility and public services to the property.*

- F. The requested zoning change and the resulting range of uses permitted under the proposed zoning classification will not result in any significant environmental impacts.

*Staff Comment: This rezoning request is of a similar intensity to the current zoning and will not result in any significant environmental impacts.*

- G. Whether the amendment will be detrimental to the public interest.

*Staff Comment: The proposed rezoning should not be detrimental to the public interest.*

**Summary/Conclusions**

This rezoning request is of a similar intensity to the current zoning and a low-intensity, non-residential zoning is ideal for this property to provide a buffer to the residentially zoned properties to the west from the industrially zoned property to the east.

**Recommendation and Planning Commission Action**

Following the required public hearing, the Planning Commission shall provide a recommendation to the Township Board on the rezoning request. In making this recommendation, the Planning Commission shall consider the approval recommendation guidelines referenced above. Staff has attached a motion template for your use in formulating your recommendation.

Upon your review, if you have any questions or require additional information prior to Tuesday's meeting, please contact this office.

**MOTION TEMPLATE FOR PLANNING COMMISSION CASE NO. 24-10-04,  
Proposed Zoning Map Amendment to Rezone From:  
O-1, Local Office to C-2, Small Business**

**Motion:**

I move to forward a **favorable/unfavorable [Strike One]** recommendation in Case No. 24-10-04 on to the Township Board, to rezone the subject parcel #13-14-227-027 from O-1, Local Office to C-2, Small Business based on the following findings and conclusions under the Ordinance approval recommendation guidelines which are based on assessment of the information and statements presented in this case by or for the Township Staff, Applicant, and members of the public.

**Findings:**

- A. The requested zoning change **is / is not [Strike One]** consistent with the adopted Master Plan as amended.
- B. The requested zoning change **is / is not [Strike One]** consistent with existing uses and zoning classifications of properties within the general area of the subject zoning lot.
- C. The subject zoning lot **is / is not [Strike One]** physically suitable to provide all dimensional and site requirements for the range of uses permitted under the proposed zoning classification.
- D. The trend of development in the general area of the subject zoning lot **is / is not [Strike One]** consistent with the requested zoning change.
- E. The Township and other public agencies **do / do not [Strike One]** possess the capacity to provide all utility and public safety services that would be required for the range of land uses permitted under the proposed zoning classification.
- F. The requested zoning change and the resulting range of uses permitted under the proposed zoning classification **will not / will [Strike One]** result in any significant environmental impacts.
- G. The proposed zoning amendment **will not / will [Strike One]** be detrimental to the public interest.

STATE OF MICHIGAN  
COUNTY OF OAKLAND  
CHARTER TOWNSHIP OF WATERFORD  
ORDINANCE NO. 2025-Z-003

**ZONING ORDINANCE MAP AMENDMENT**

An ordinance to amend the Waterford Township Zoning Ordinance by rezoning a parcel of property with conditions on its use and development as authorized by MCL 125.3405 and amending the Zoning Map.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

**Section 1 of Ordinance**

The portion of the parcel of property that is assigned tax parcel number 13-14-227-027, legally described below, with no current address, is rezoned from O-1, Local Office to C-2, Small Business with the Zoning Map that is adopted by and made part of the Waterford Township Zoning Ordinance in Section 3-101, to be changed and amended to reflect this rezoning.

**Section 2 of Ordinance**

The effective date of this ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

**CERTIFICATION**

I certify that this Zoning Ordinance Map Amendment Ordinance was adopted by a majority vote of the members of the Board of Trustees of the Charter Township of Waterford at a meeting duly called and held on January 13, 2025.

CHARTER TOWNSHIP OF WATERFORD

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Date

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Kimberly Markee, Township Clerk

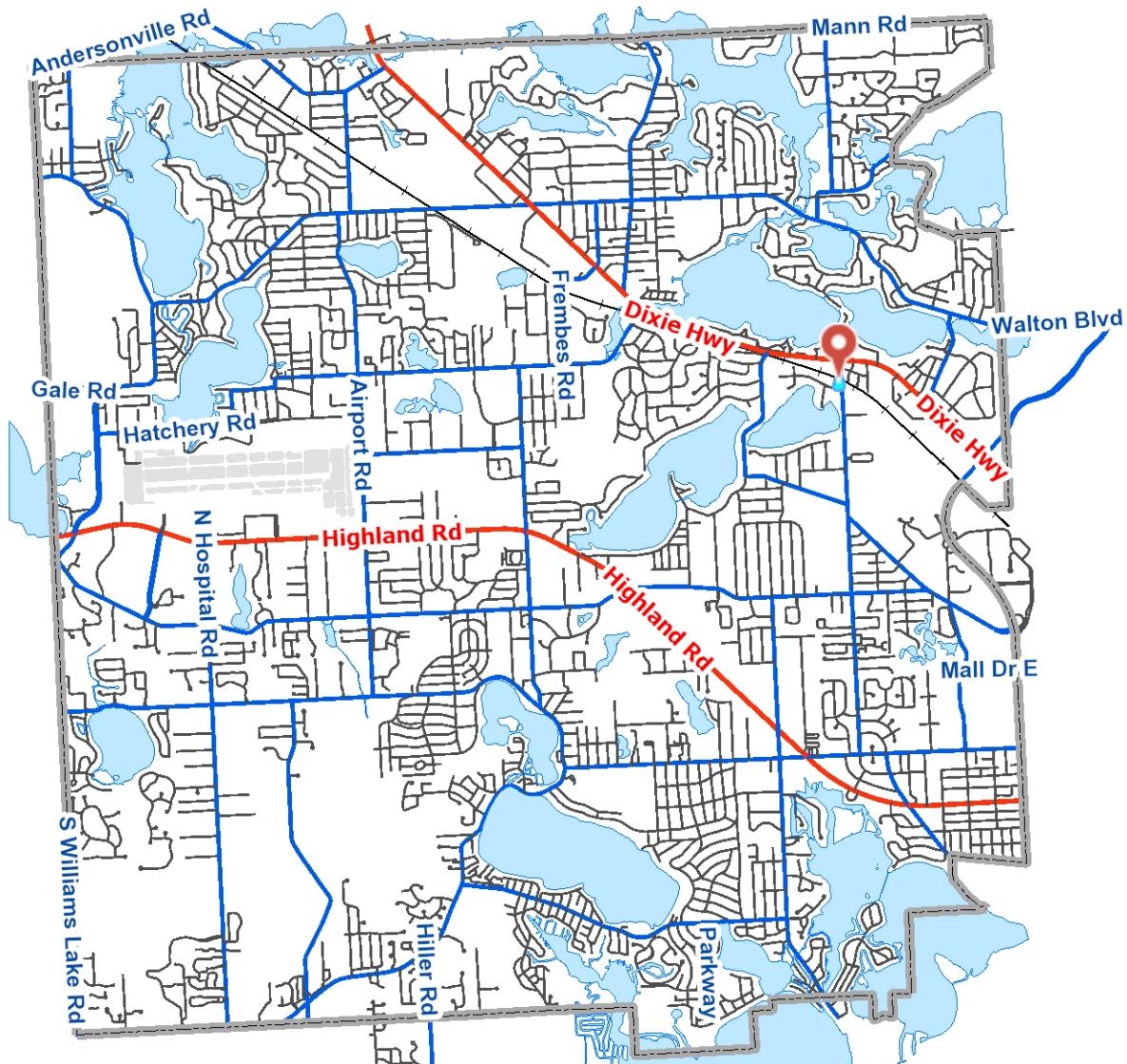
**LEGAL DESCRIPTION ATTACHMENT TO ORDINANCE 2025-Z-003**

T3N, R9E, SEC 14 LAKES VIEW SUB LOT 34 EXC E 10 FT TAKEN FOR HWY, ALSO ALL OF LOT 35



PRSA 24-10-04

Location Map



1:72,224



12,037.3

0

6,018.65

12,037.3 Feet

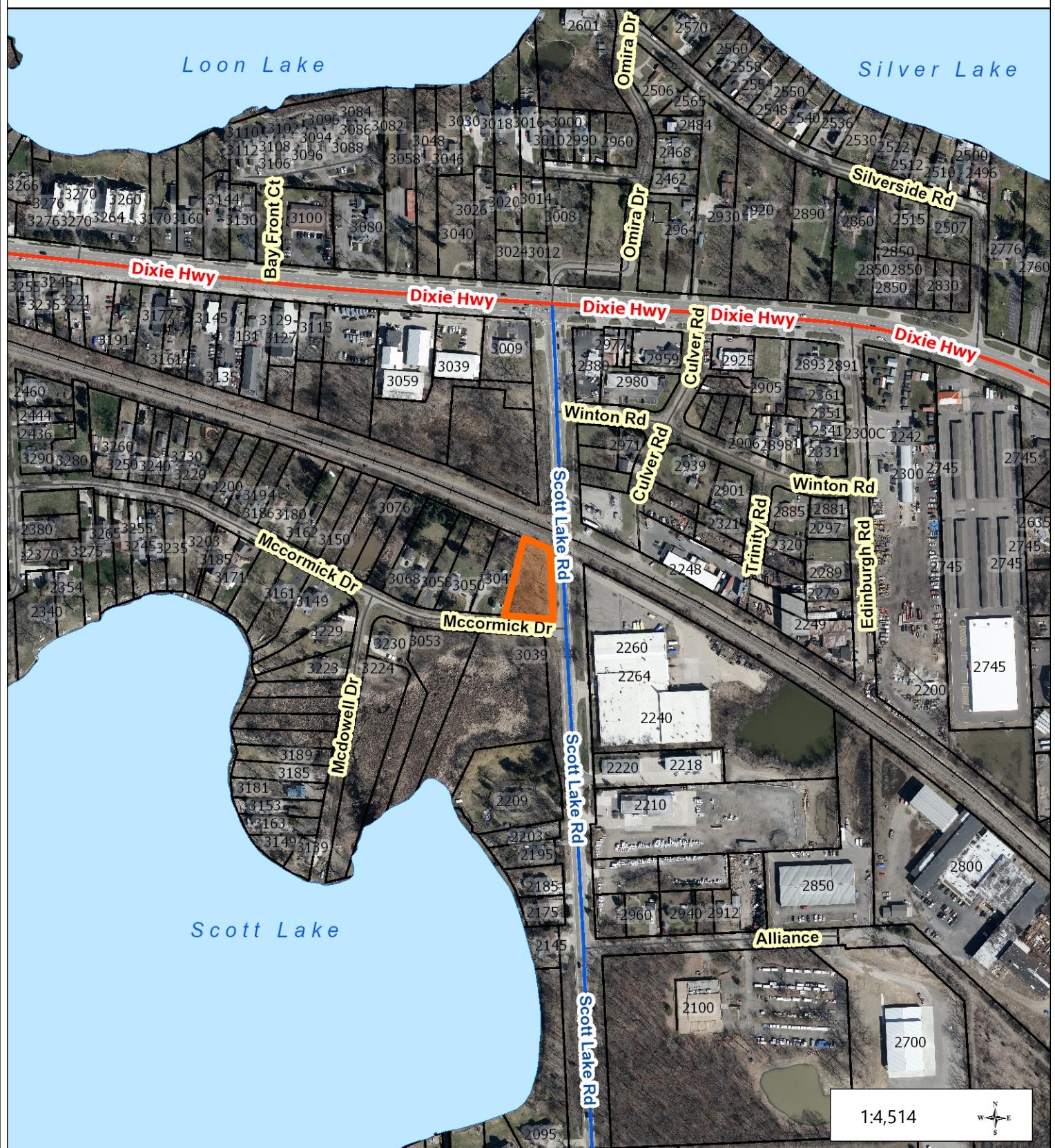
SOURCES: The Charters Township of Waterford and Oakland County, MI. Oakland County parcel data, Updated weekly.

DISCLAIMER: Information depicted hereon is for reference purposes only. It was compiled from the best available resources which have varying degrees of accuracy. This map is not a legally recorded map nor a survey and is not intended to be used as such. The Charter Township of Waterford assumes no responsibility for error that arise from this map.



PRSA 24-10-04

Aerial Map



752.3

0

376.17

752.3 Feet

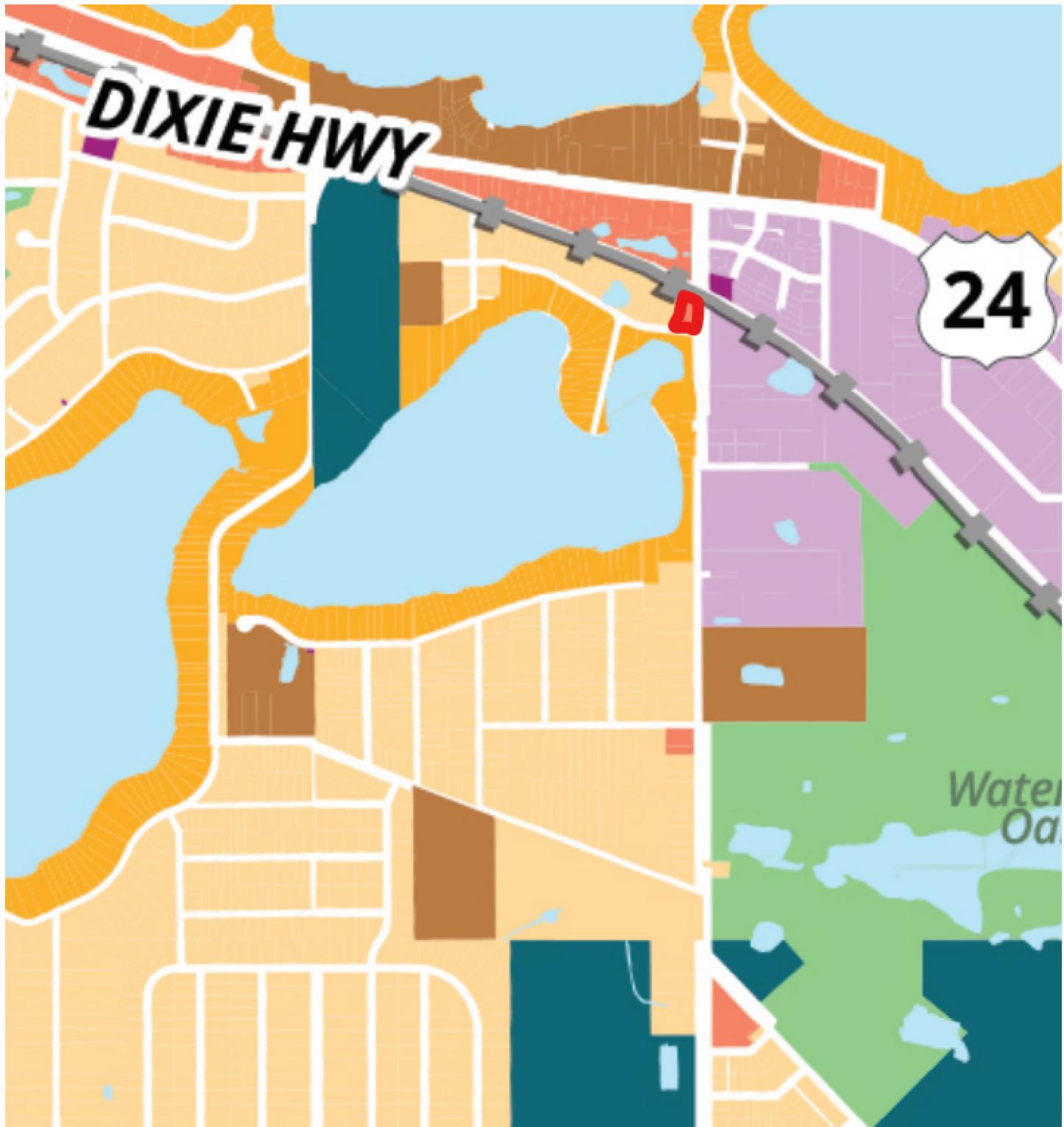
1:4,514



SOURCES: The Charters Township of Waterford and Oakland County, MI. Oakland County parcel data, Updated weekly.

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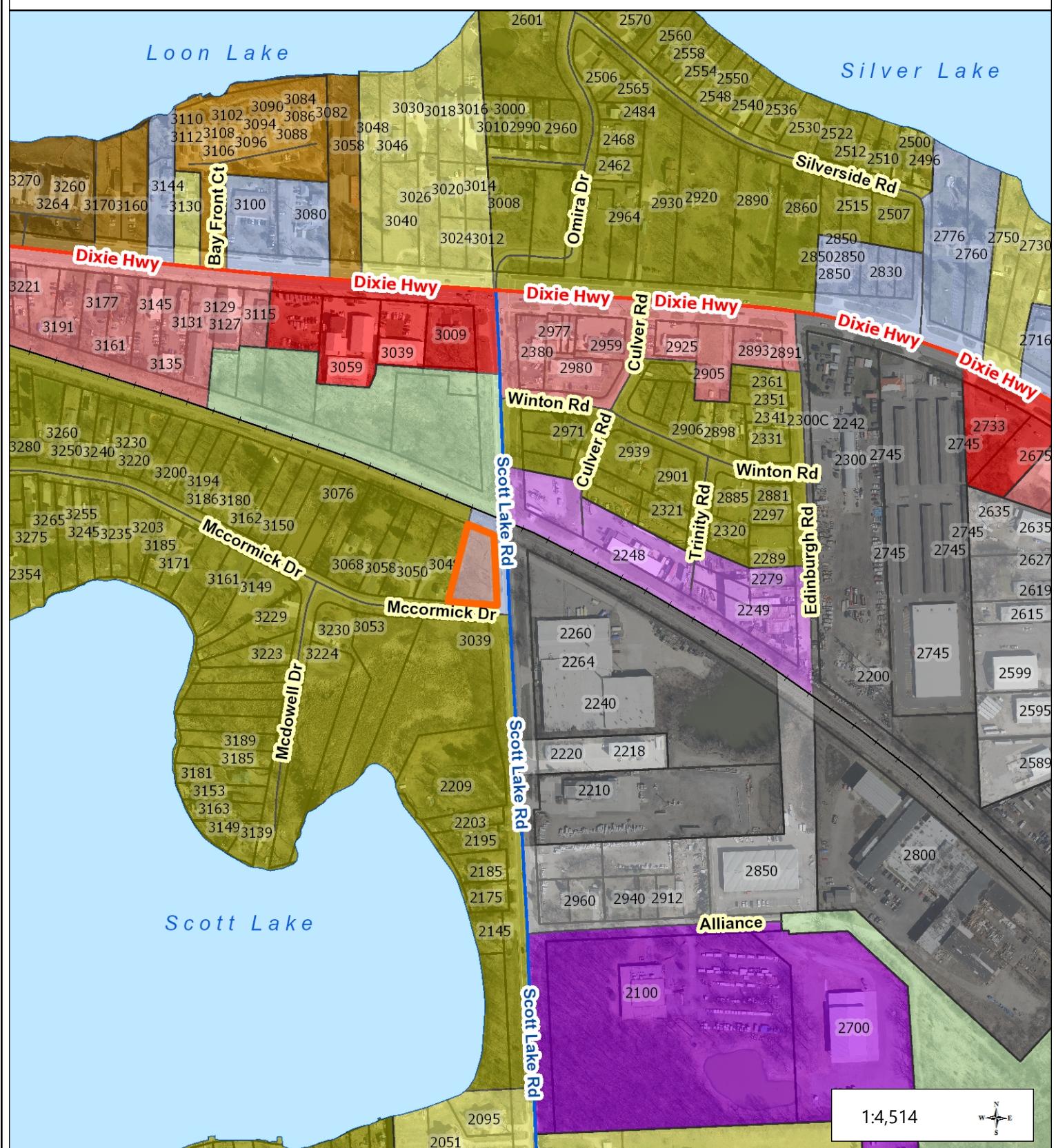
PRSA 24-10-04  
Master Plan Map





PRSA 24-10-04

## Zoning Map



752.3

0

376.17

752.3 Feet

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Project Number	Extra Addresses	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 24-10-04	Agency Addresses			The Road Commission for Oakland County	31001 Lahser Road	Beverly Hills	MI			48025
PRSA 24-10-04	Agency Addresses			Canadian National Railway Co	PO Box 8100, Station A, 935 de l'Montreal	Que			H3C 3 N4	
PRSA 24-10-04	Agency Addresses			DTE	1 Energy Plaza	Detroit	MI			48226
PRSA 24-10-04	Agency Addresses			Consumers Energy	1 Energy Plaza Dr	Jackson	MI			49201
PRSA 24-10-04	Review	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 24-10-04	Review	1313151018 W		CHARTER TOWNSHIP OF WATERFORD PROPERTY HOLDINGS LLC	14881 FARMINGTON RD	LIVONIA	MI			48154
PRSA 24-10-04		1313107010 W		CHARTER TOWNSHIP OF WATERFORD CULVER CITY LLC	2248 CULVER RD	WATERFORD	MI			48328
PRSA 24-10-04		1313106003 W		CHARTER TOWNSHIP OF WATERFORD JARRY LEE LANNING	2971 WINTON RD	WATERFORD	MI			48328
PRSA 24-10-04	Review	1314276019 W		CHARTER TOWNSHIP OF WATERFORD BRUCE ROBERTS	WANDA JEAN R 303 EILEEN DR	BLOOMFIELD	MI			48302
PRSA 24-10-04		1314227028 W		CHARTER TOWNSHIP OF WATERFORD JAMES DAVIS	3048 MCCORMICK DR	WATERFORD	MI			48328
PRSA 24-10-04		1314227030 W		CHARTER TOWNSHIP OF WATERFORD JERZY MIECKOWSKI	LAUREN MIECZI 3050 MCCORMICK DR	WATERFORD	MI			48328
PRSA 24-10-04	Review	1314276018 W		CHARTER TOWNSHIP OF WATERFORD FRANZ BAAN	SIOBHAN BAAN 36186 MARILAC ST	HARRISON TOWNSHIP	MI			48045
PRSA 24-10-04		1314227017 W		CHARTER TOWNSHIP OF WATERFORD TOWNSHIP OF WATERFORD	5200 CIVIC CENTER DR	WATERFORD	MI			48329
PRSA 24-10-04		1313107007 W		CHARTER TOWNSHIP OF WATERFORD MATTHEW NEWMAN	AUSTIN NEWM/ 72 PINEWOOD DR	WHITE LAKE	MI			48386
PRSA 24-10-04		1314226019 W		CHARTER TOWNSHIP OF WATERFORD MI DEPT OF TRANSPORTATION	PO BOX 30050	LANSING	MI			48909
PRSA 24-10-04		1313106005 W		CHARTER TOWNSHIP OF WATERFORD DTE ELECTRIC COMPANY PROPERTY TAX DEPART	DETROIT	DETROIT	MI			48232
PRSA 24-10-04		1314227029 W		CHARTER TOWNSHIP OF WATERFORD JOHN HANEL	3058 MCCORMICK DR	WATERFORD	MI			48328
PRSA 24-10-04		1314227018 W		CHARTER TOWNSHIP OF WATERFORD PAMELA M YOE	RANDALL W YO 3068 MCCORMICK DR	WATERFORD	MI			48328
PRSA 24-10-04		1314276016 W		CHARTER TOWNSHIP OF WATERFORD STEVE ALLEN MENKER	RENEE MENKER 3230 McDOWELL DR	WATERFORD	MI			48328
PRSA 24-10-04	LAMS	1313151018		OCCUPANT	2260 Scott Lake Rd	WATERFORD	MI			48328
PRSA 24-10-04	LAMS	1314276019		OCCUPANT	3039 McCormick Dr	WATERFORD	MI			48328
PRSA 24-10-04	LAMS	1314276018		OCCUPANT	3053 McCormick Dr	WATERFORD	MI			48328

Notice is hereby given of a public hearing to be held by the Waterford Township Planning Commission on **Tuesday, November 26, 2024 at 6:00 p.m.** in the Auditorium at 5200 Civic Center Dr., Waterford, MI 48329, to hear the following request:

**Case No. PRSA 24-10-04**

**Requesting:** Rezone the property from O-1, Local Office to C-2, Small Business  
**Property Location:** **Northwest corner of Scott Lake Rd & McCormick Rd (13-14-227-027)**  
**Property Zoned:** O-1, Local Office  
**Applicant:** Bruce & Wanda Roberts

Members of the public will only be able to speak during any public hearing that is held at the meeting and during the public comment period at the end of the meeting and such comments will be limited to three minutes per person. To provide for orderly public participation, a person wishing to speak must first state their name and request to be recognized by the Chairperson of the meeting. The Chairperson will recognize all persons wishing to speak during a public hearing and the public comment period. Prior to the meeting, members of the public may contact the members of the Planning Commission to provide input or ask questions by email or mail to the Township employee/official and at the addresses listed below. Persons with disabilities in need of accommodations to be able to participate in the meeting should provide at least 24-hour advance notice to the listed Township employee by phone, email, or mail and an attempt will be made to provide reasonable accommodations.

Jeffrey M. Polkowski, AICP  
Director of Development Services  
Charter Township of Waterford  
5200 Civic Center Drive, Waterford, Michigan 48329  
[planning@waterfordmi.gov](mailto:planning@waterfordmi.gov)  
Phone: (248) 674-6238

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**PLANNING DIVISION  
APPLICATION FORM**



**DEVELOPMENT SERVICES DEPARTMENT**  
5200 Civic Center Drive  
Waterford, Michigan 48329-3773  
Telephone: (248) 674-6238  
Fax: (248) 674-4097  
planning@waterfordmi.gov

**Office Use Only**

**Related Application Numbers**

PBUS: \_\_\_\_\_

PCR: \_\_\_\_\_

PRSA: 24-10-4

PSP: \_\_\_\_\_

PZBA: \_\_\_\_\_

Date Received 10-24-24

Planning Fees \$1200

Engineering Fee \_\_\_\_\_

New Address Fee \_\_\_\_\_

**I. Type of Request (select all that apply)**

<input type="checkbox"/> Business Registration	<input type="checkbox"/> Minor Site Plan	<input type="checkbox"/> Master Plan
<input type="checkbox"/> Change of Use	<input type="checkbox"/> Major Site Plan	<input checked="" type="checkbox"/> Rezoning
<input type="checkbox"/> Concept Plan	<input type="checkbox"/> Special Approval	<input type="checkbox"/> Text Amendment

**Fees**

Business Registration	\$100
Change of Use	\$550
Concept Plan	\$550
Minor Site Plan	\$1,250
Major Site Plan	\$1,550
Special Approval	\$1,000
Master Plan Amendment	\$1,000
Rezoning / Text Amendment	\$1,200
Request for New Address (Fire)	\$75

*Additional fees may apply*

**II. Applicant Information**

Applicant Name <b>Bruce and Wanda Roberts</b>	Contact Person <b>Bruce E Roberts</b>	
Address <b>303 Eileen Drive</b>	City <b>Bloomfield</b>	
State & ZIP <b>MI 48302</b>	Home/ Office Phone <b>248 854-8084</b>	Cell Phone
Email Address <b>bruce.roberts.aia@gmial.com</b>		

**III. Property Information**

Legal Description  Attached  On Site Plan

All new buildings or unit splits are required to make a Request for New Address	Requires New Address? <input type="checkbox"/> Yes <input type="checkbox"/> No	Street Name Building Faces: McCormick and Scott Lake	New Address Assigned (Obtain from Fire Department)	
Property Owner <b>Bruce and Wanda Roberts</b>		Property ID Number <b>13-14-227-027</b>		Lot Number
Owner Address <b>303 Eileen Drive</b>	Owner City <b>Bloomfield</b>	Owner State & Zip <b>MI 48302</b>	Current Zoning <b>O-I</b>	Proposed Zoning <b>C-2</b>
Property Address or General Location <b>0 McCormick Drive</b>			Property Size (Acres) Num. of Buildings	
Frontage (feet and streets) <b>132'</b>			Zoning Use Section	Building Use Code
Proposed Use <b>Artist Studio / Office</b>		#Residential Units	#Vehicle Repair Bays	#Salon/Barber/ Tattoo Stations

Business License Held By:  
*(Business Registration Only)*

Individual (Attach copy of any Assumed Name Certificate)  
 Partnership or LLC (Attach a copy of Partnership or LLC Certificate)  
 Corporation (Attach a copy of Articles of Incorporation)

Fire Suppression Systems in Building	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes select the type(s):
<input type="checkbox"/> Sprinkler System-Fire	<input type="checkbox"/> Commercial Hood Suppression System	<input type="checkbox"/> FM 200 or Clean Agent (Computer Rooms)	
<input type="checkbox"/> Fire Pump	<input type="checkbox"/> Paint Booth (Suppression)	<input type="checkbox"/> Fire Alarm	
Other (please describe): _____			

**With us there are no boundaries**

**IV. Site Plan Designer Information** *(only required if a site plan is submitted)*

Design Firm Bruce E Roberts AIA		Contact Person Bruce E Roberts	
Address 303 Eileen Drive		City Bloomfield	
State & ZIP Mi 48302	Office Phone 248 854-8084	Cell Phone	
Email Address brucer@brucerobertsoriginals.com			

**V. Narrative Outlining Scope and Reason for Request** *(Additional pages may be attached)*

I am Artist/Maker producing functional and nonfunctional Artworks as well as a registered architect with experience in the office, in the shop and teaching. I have always been a maker, driven to produce beautiful objects. I have developed a small practice blending craft, architecture, and interior design. From computer modeling thru prototyping with cnc and laser cutters to traditional joinery and hand tools I use my whole mind and body to produce engaging objects and designs.

Our goal is to build an art studio (roughly 1000 sqft) with an office space (roughly 500sqft) and adequate storage beneath the Studio. Where I intend to produce sculptures and unique handmade furnishings (tables and chairs) I will produce roughly ten one-of-a-kind tables per year; using locally sourced materials and predominately hand rubbed oils. I am 62 years old and would simply like to be a productive Artist in the American Craft tradition. We will use the office for my wife to practice Law and for me to practice Architecture.

The O-1 Zoning does not permit a Craft Studio so we conferred with the Jeff Polkowski and David Hills of Zoning and Building Departments. Where we reviewed the Current Master Plan for Waterford Township which projects our property to be a Commercial C-2 Property. Our request is consistent with the Townships Future Plans.

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## VI. Affidavit of Ownership and Consent to Property Inspection

I (WE), the undersigned have made application to the Charter Township of Waterford for land use matters to be considered and decisions made by the: Planning Commission and /or Zoning Board of Appeals that will affect use of our property identified below. In order to enable the members of such decision-making body to make an informed decision on our request, I (WE), do hereby consent to allow the members of the decision-making body to inspect the subject property up to the date of the meeting of the decision-making body at which such body issues its final decision on MY (OUR) request, provided that such inspections are limited to: • gathering information specific to the requested action, • typical hours of daily human activity, unless specified otherwise below, and • the following restrictions:

Bruce and Wanda Roberts

Property Address: 0 McCormick Drive Waterford MI 48328

Property Parcel No: 13-14-227-027

**All persons having ownership interest in above-referenced property must sign this document to authorize the filing of the application. Proof of ownership in the form of deed, land contract, letter of authority or tax bill is required.**

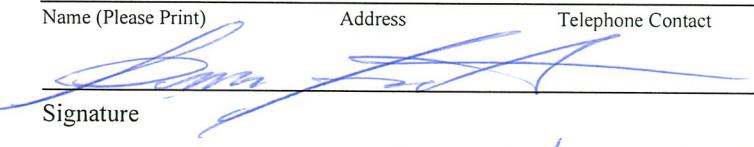
Failure to obtain all ownership signatures may void any approvals. Ownership interest includes owners, all parties in land contracts, and all parties in purchase agreements. Additional signature pages may be attached for owners exceeding four in number.

	NAME	ADDRESS	EMAIL	TYPE OF OWNERSHIP	INTEREST	SIGNATURE
1.	Bruce E Roberts AIA		bruce.roberts.aia@gmail.com		owner	
2.	Wanda J Roberts		wandajeanroberts@gmail.com		owner	
3.						
4.						

### APPLICANT CERTIFICATION

I do hereby swear all of the statements, signatures, descriptions and exhibits herewith submitted are true and accurate to the best of my knowledge and that I am to file this application and act on behalf of the signatories of the above authorization.

Bruce E Roberts      303 Eileen Drive    248 854-8084      01/13/1962      R163098237037  
Name (Please Print)      Address      Telephone Contact      Birth Date      Drivers License #

  
Signature

Subscribed and sworn to before me this 18 day of Oct , 2024

  
Amanda Escendal

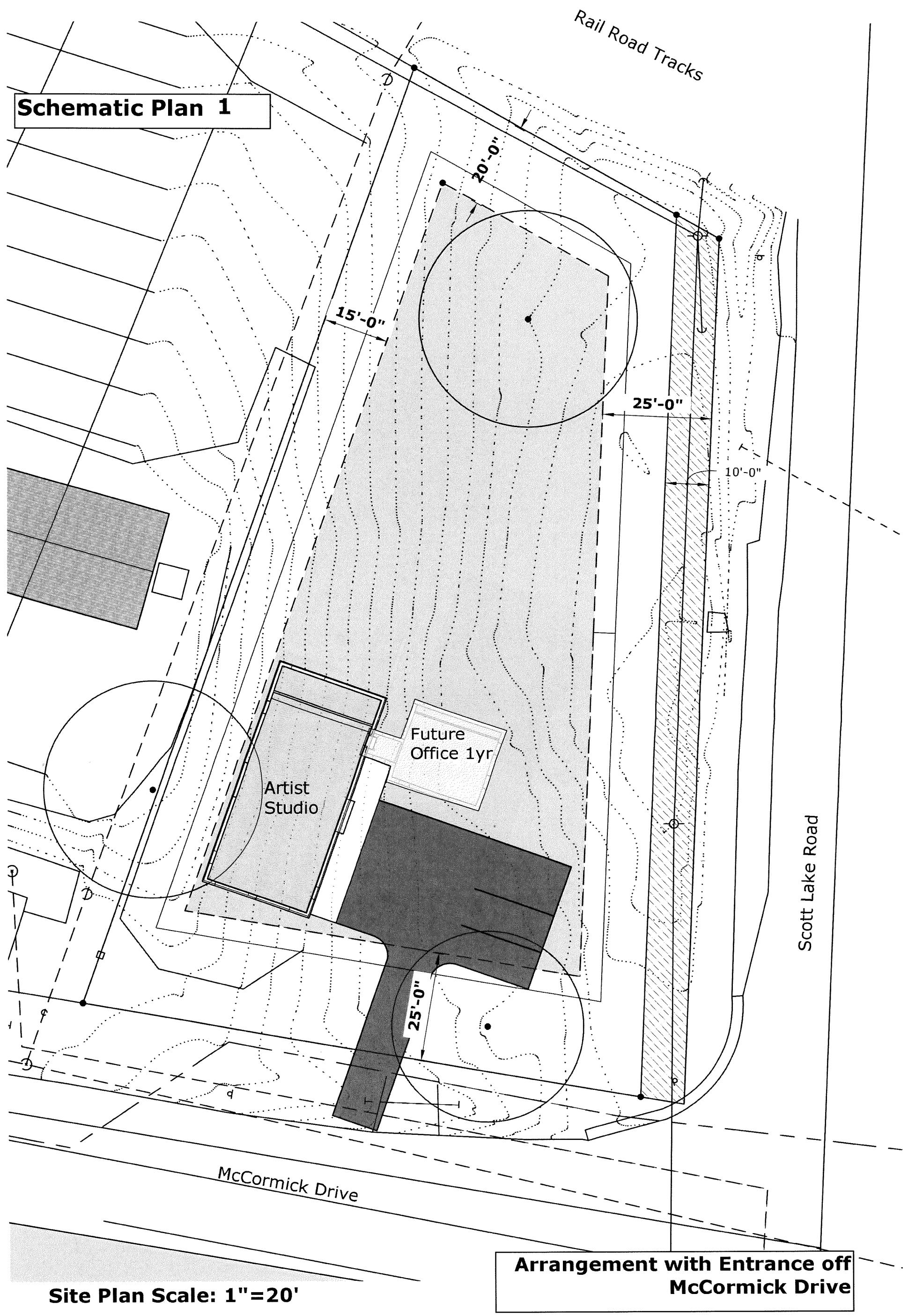
Notary Public  
State of Michigan

County of Oakland

My Commission Expires: May 7, 2031



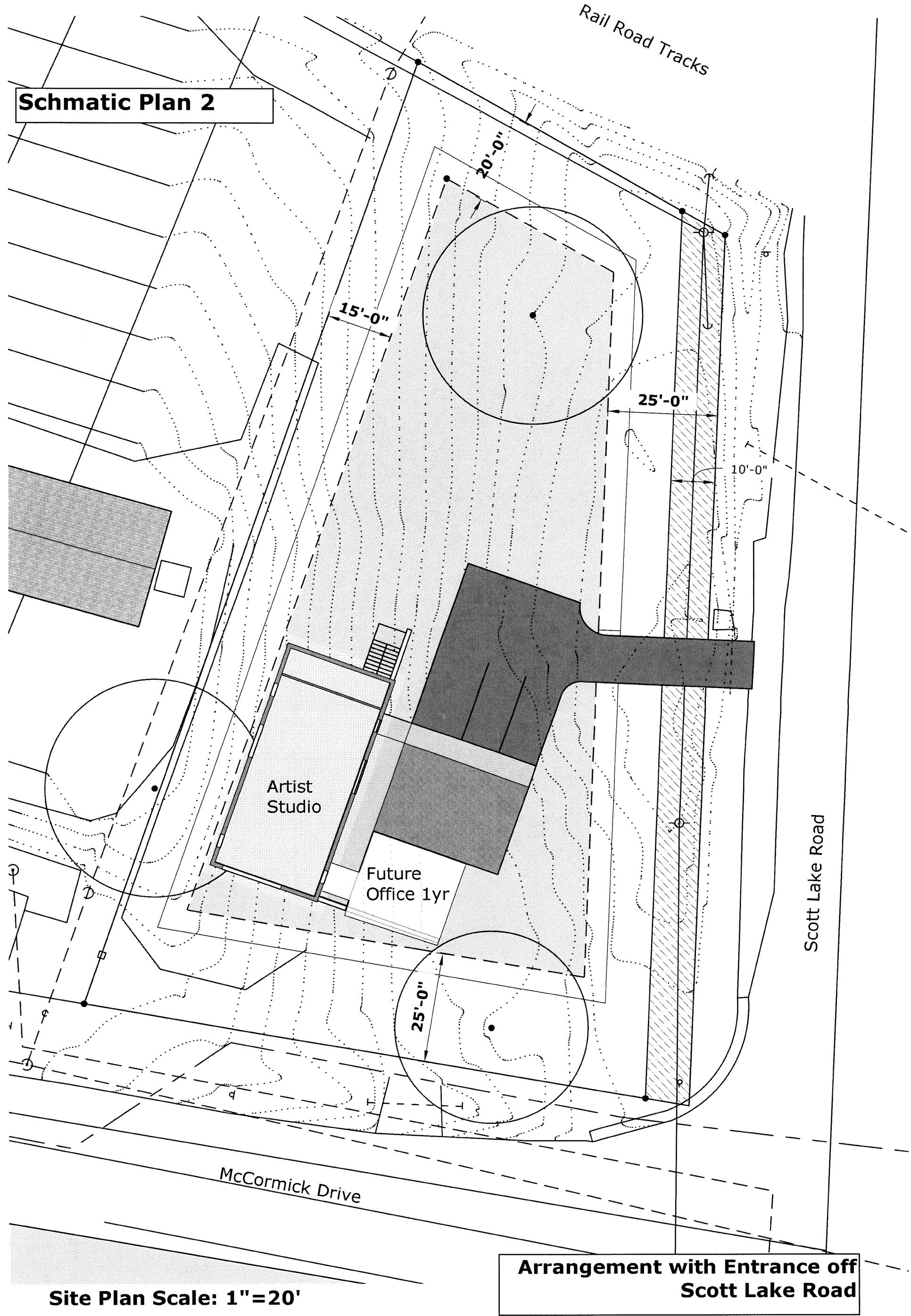
AMANDA ESCENDAL  
My Commission Expires  
May 7, 2031  
County of Oakland  
Acting in the County of Oakland



## The Bruce and Wanda Roberts Project

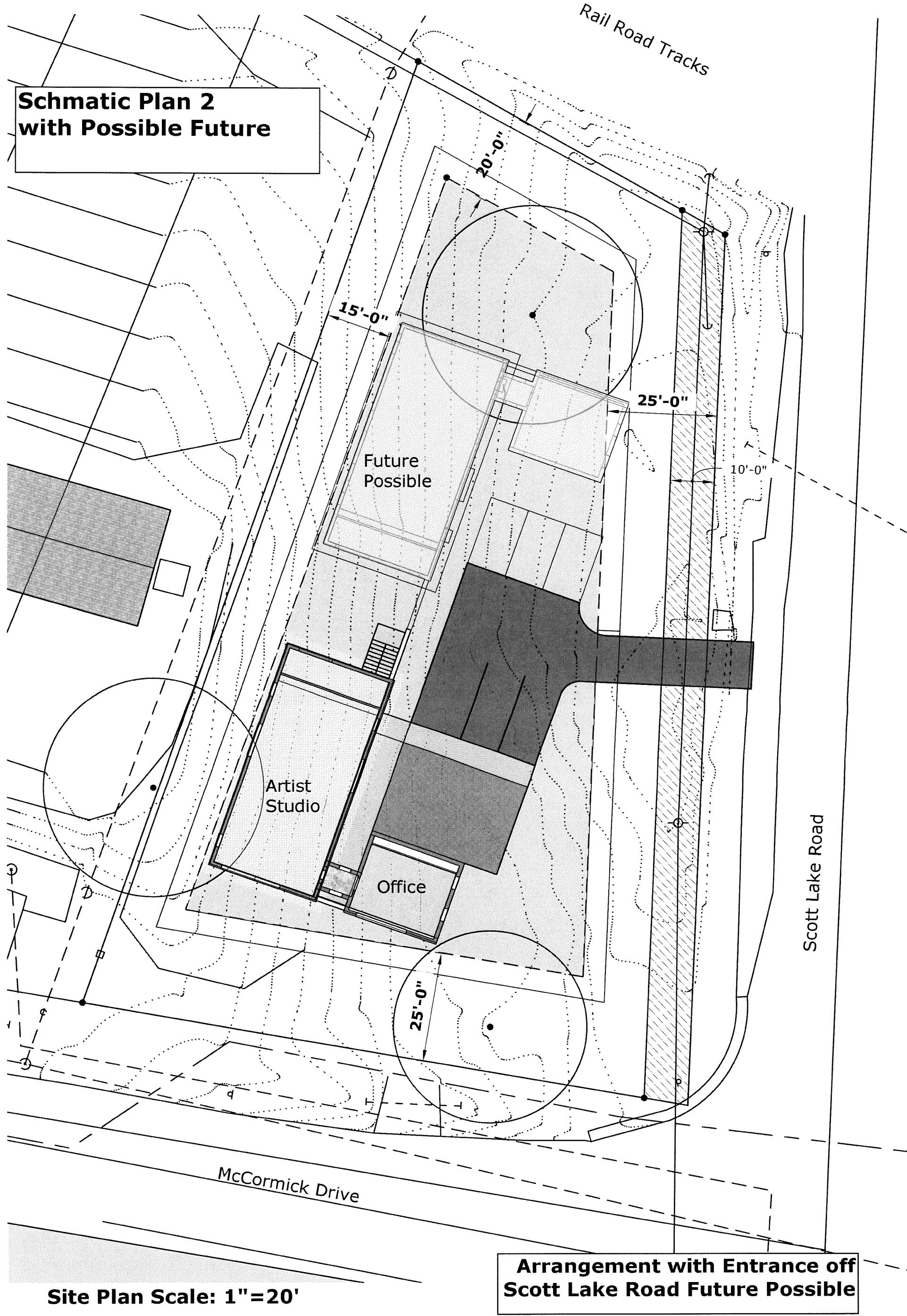
0 McCormick Dr, Waterford, MI 48328

Bruce E. Roberts: (248) 854-8084, Wand J. Roberts: (248) 636-5289  
6 September 2024 Drawings for Review



## The Bruce and Wanda Roberts Project

0 McCormick Dr, Waterford, MI 48328      Bruce E. Roberts: (248) 854-8084, Wand J. Roberts: (248) 636-5289  
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