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5200 Civic Center Drive  
Waterford, Michigan 48329-3773  
Telephone: (248) 674-6238 Fax: (248) 674-4097  
www.waterfordmi.gov

**DEVELOPMENT SERVICES  
DEPARTMENT**

**Jeffrey M. Polkowski, AICP**  
*Director*

**Dave Hills**  
*Superintendent of Building  
Division*

**Scott Alef**  
*CDBG Coordinator*

## **MEMORANDUM**

Date: January 21, 2025  
To: Honorable Township Board Members  
From: Jeffrey Polkowski, Director  
RE: Case No. 2025-Z-007  
Rezone 2252 Dixie from C-2, Small Business to RM-1, Low Density Multiple-Family Residential  
Location: Drayton Plains area. Northwest side of Farner Ave, just northeast of Dixie  
Applicant: Cara Kennedy

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The existing building on the subject property was built as a residence sometime between 1940 and 1963. It was eventually converted into a commercial office building and has been zoned for commercial use since 1950. The applicant is seeking to rezone the subject property from C-2, Small Business to RM-1, Low Density Multi-Family Residential with the intention of converting the multi-unit commercial building into a four-unit residential dwelling.

The subject property is within the Drayton Plains Subarea identified by the Master Plan as ideal for a downtown style development. Having multi-family residential properties abutting commercial properties is ideal for encouraging traditional downtown style developments. Currently Township is working on a Drayton Plains Central Business district that would allow for such a use in this area.

The subject property's position between commercially zoned property to the southwest along Dixie Hwy and single-family residentially zoned property to the northeast makes it an ideal candidate for multi-family residential zoning. Multi-family residential properties can be effective transitions from the lower intensity uses of single-family residential property to the higher intensity uses of commercial property.

### **Planning Commission Recommendation and Findings**

The Planning Commission reviewed this proposed rezoning at the regularly scheduled meeting on September 24, 2024 and resolved unanimously, to forward a favorable recommendation to the Township Board.

### **Motions**

Based upon the Planning Commission's favorable recommendation at the September 24, 2024 regular meeting for this rezoning, 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 February 10, 2025 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 Monday's meeting please do not hesitate to reach out to me.



WATERFORD TWP DEVELOPMENT SERVICES  
REZONING REVIEW

PRSA 24-07-01  
AUGUST 27, 2024

**Project Name:** 4220 Farner Rezoning  
**Project #:** PRSA 24-07-01  
**Project Type:** Rezoning Review  
**PC Agenda:** August 27, 2024 Regular Agenda  
**Report By:** Justin Daymon

Proposed Use	Multiple-Family Dwellings (§3-403.3.A.)		
Address	4220 Farner Ave	Parcel ID	13-10-426-012
Applicant	Cara Kennedy 735 W Huron St, Ste. 430676 Pontiac, MI 48343	Property Owner	Same
Current Zoning	C-2, Small Business	Proposed Zoning	RM-1, Low Density Multiple-Family Residential
Frontage	75 ft on Farner Ave	Property Size	0.2 acres
General Location	Northwest side of Farner Ave, just northeast of Dixie Hwy		
Master Plan Designation	Corridor Commercial		
Current Use	Multi-tenant commercial property (§3-704)		
Zoning History	1950 – Commercial-1 1963 – C-1, Local Business 1975 – C-2, General Business 2011- C-2, Small Business		
Surrounding Development			
Northwest	C-2, Small Business		
Northeast	R-1A, Single-Family Residential		
Southeast	(Across Farner Ave) R-1C, Single-Family Residential		
Southwest	C-2, Small Business		

**Project Summary**

The existing building on the subject property was built as a residence sometime between 1940 and 1963. It was eventually converted into a commercial office building and has been zoned for commercial use since 1950. The applicant is seeking to rezone the subject property from C-2, Small Business to RM-1, Low Density Multi-Family Residential with the intention of converting the multi-unit commercial building into a four-unit residential dwelling.

The subject property's position between commercially zoned property to the southwest along Dixie Hwy and single-family residentially zoned property to the northeast makes it an ideal candidate for multi-family residential zoning. Multi-family residential properties can be effective transitions from the lower intensity uses of single-family residential property to the higher intensity uses of commercial property.

The subject property is within the Drayton Plains Subarea identified by the Master Plan as ideal for a downtown style development. Having multi-family residential properties abutting commercial properties is ideal for encouraging traditional downtown style developments.

### **Master Plan Compatibility**

The subject property is in the Master Plan's identified Drayton Plains subarea. This area is envisioned as being the future downtown of the Township. The Master Plan calls for encouraging increased density in this area while discouraging it in single-family residential districts. Small scale multi-family properties are ideal as buffers between commercial properties and single-family residential properties. The proposed rezoning is in accordance with the goals of the Master Plan for the surrounding area.

### **Zoning District Conformity**

The Zoning Ordinance requires R-M1 properties to be a minimum of one acre. The subject property does not meet that requirement, but the applicant has already received a variance from the Zoning Board of Appeals for the size of the property. The applicant also received a density variance to allow for four dwelling units on the property if their proposed rezoning is adopted.

### **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 goals of the Drayton Plains subarea and the subject property borders property designated as Mixed Use on two sides which supports commercial and residential uses.***

- 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: The subject lot is adjacent to commercial and residential properties.***

- 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 does not meet the requirements of the zoning district, but the applicant has received variances from the Zoning Board of Appeals to mitigate these concerns.***

- 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 and especially consistent with the Township's goals of seeing the surrounding area developed into a more traditional downtown setting.***

- 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 a reduction in intensity and will not result in any significant environmental impacts.***

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

***Staff Comment: It is unlikely that this zoning change will be detrimental.***

### **Department Comments**

#### **Planning:**

1. Staff believes the subject property is ideal for the proposed rezoning.

### **Summary/Conclusions**

The proposed rezoning of the subject property would provide an effective buffer between the neighboring commercial and single-family residential properties as well as working towards the goals of the Master Plan for the surrounding area by allowing for increased residential density which in turn offsets the need for it in single-family residential areas.

### **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. 24-07-01,  
Proposed Zoning Map Amendment to Rezone From:  
C-2, Small Business to R-M1, Low Density Multiple-Family Residential**

**Motion:**

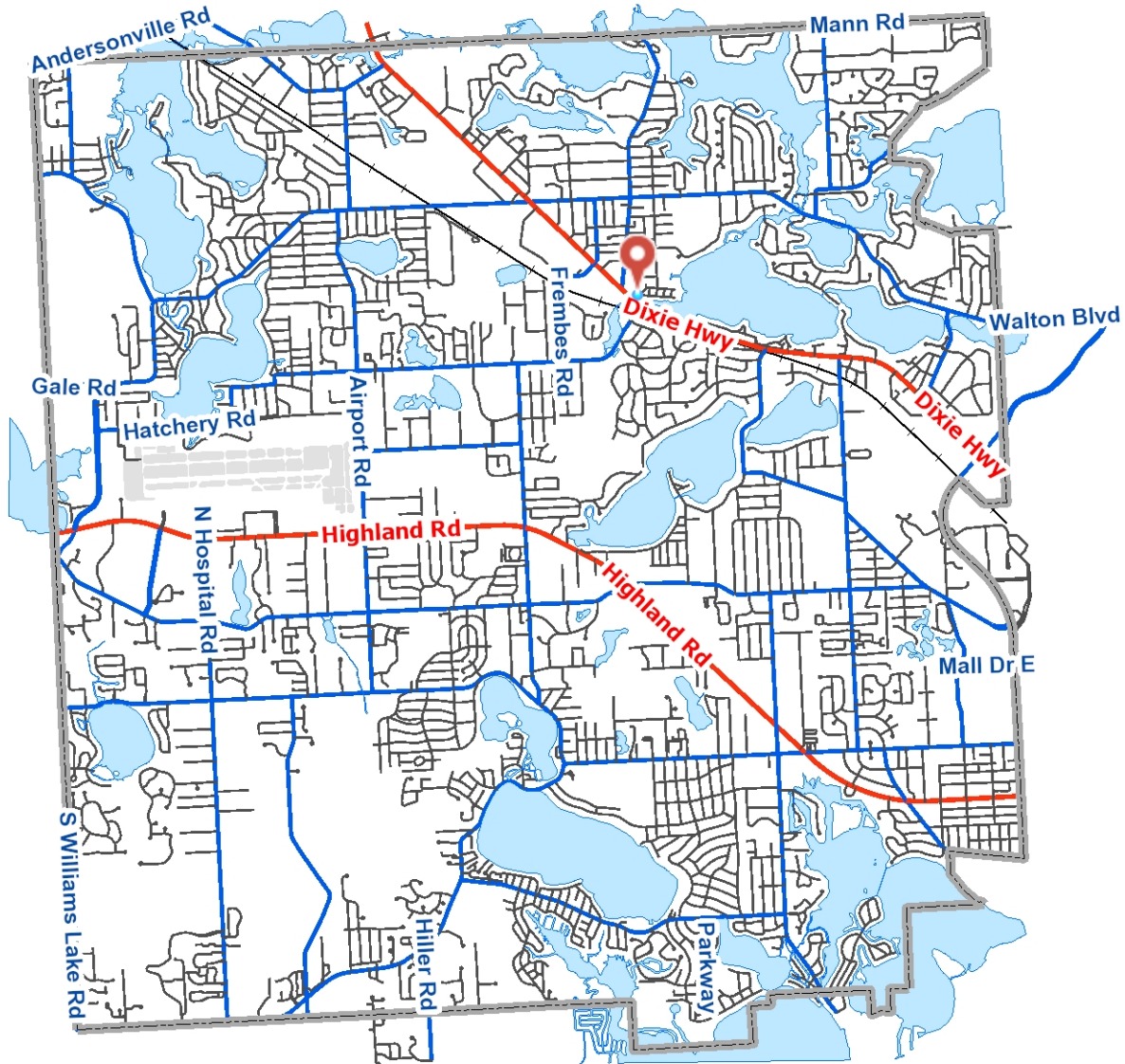
I move to forward a **favorable/unfavorable [Strike One]** recommendation in Case No. 24-07-01 on to the Township Board, to rezone the subject parcels #13-10-426-012 from C-2, Small Business to R-M1, Low Density Multiple-Family Residential based on the following findings and conclusions under the Ordinance 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.



# PRSA 24-07-01 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 24-07-01 Aerial Map



1:1,128

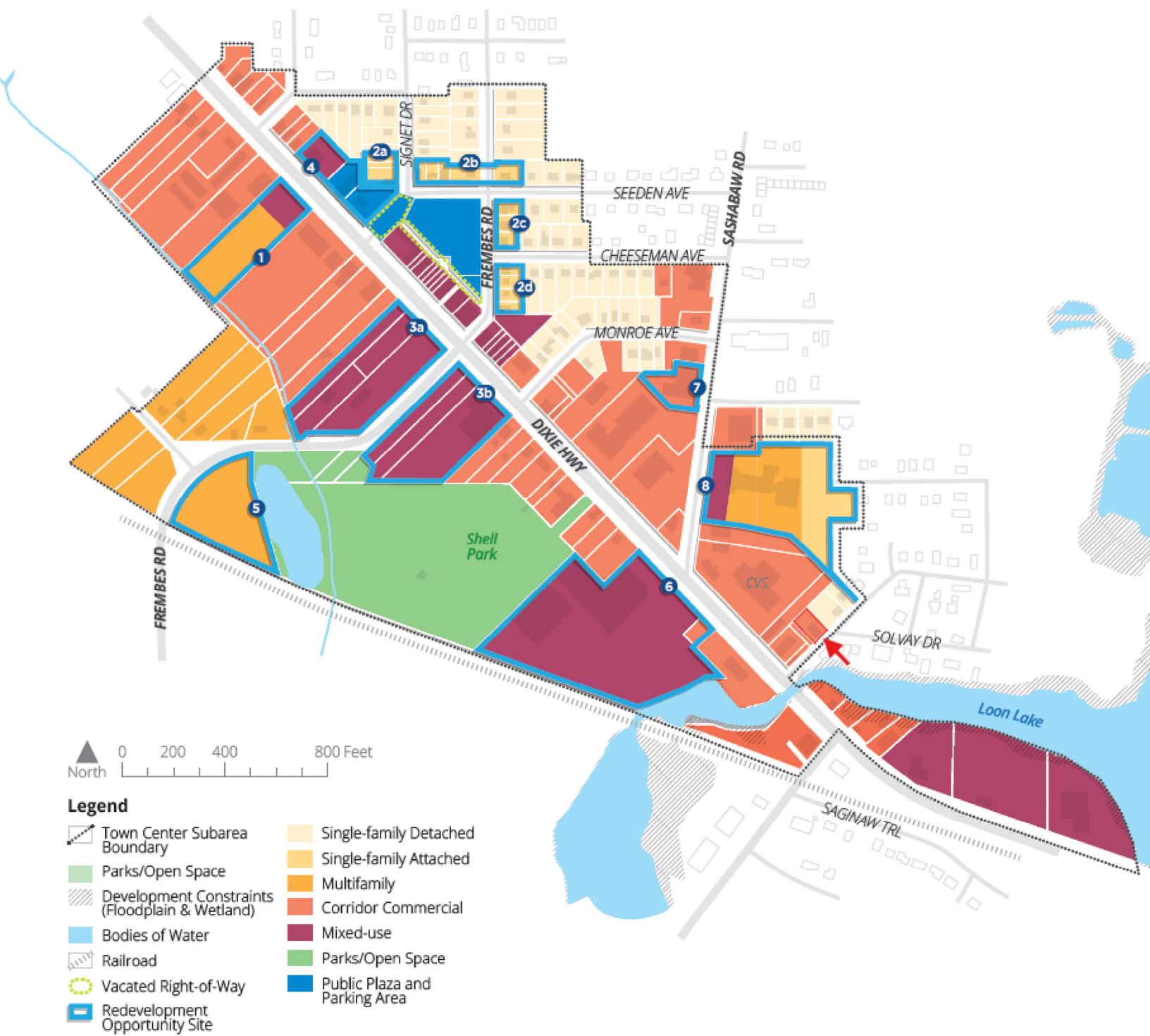


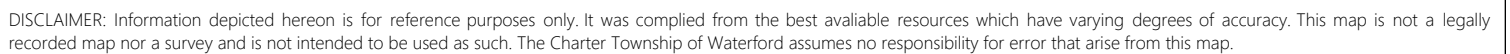
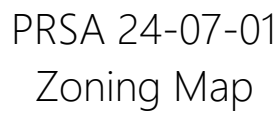
188.1 0 94.04 188.1 Feet

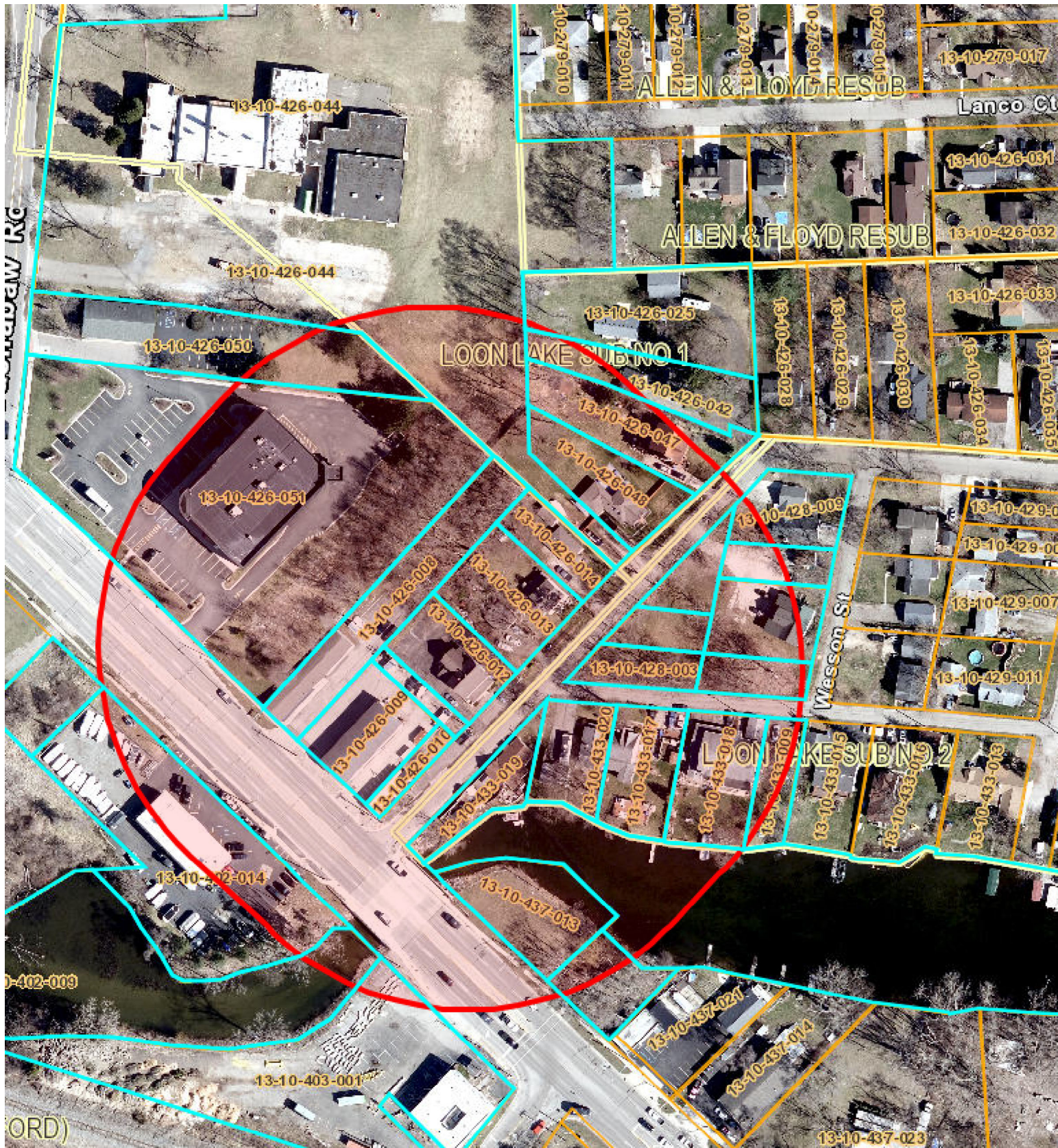
SOURCES: The Charters Township of Waterford and Oakland County, MI.  
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PRSA 24-07-01  
Master Plan Map  
(newly adopted Master Plan is not yet available as a GIS layer)







Project Number	Extra Addresses	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 24-07-01	Agency Addresses				The Road Commission for Oakland County		31001 Lahser Road	Beverly Hills	MI	48025
PRSA 24-07-01	Agency Addresses				DTE		1 Energy Plaza	Detroit	MI	48226
PRSA 24-07-01	Agency Addresses				Consumers Energy		1 Energy Plaza Dr	Jackson	MI	49201
PRSA 24-07-01	Review	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 24-07-01	Review	1310426051	W	CHARTER TOWNSHIP OF WATERFORD 4300 DIXIE HIGHWAY LLC		C/O CVS #8112-1	CVS DR	WOONSOCKET	RI	02895
PRSA 24-07-01	Review	1310437013	W	CHARTER TOWNSHIP OF WATERFORD R SQUARED PROPERTIES LLC			10356 BOULDERCREST DR	SOUTH LYON	MI	48178
PRSA 24-07-01	Review	1310428007	W	CHARTER TOWNSHIP OF WATERFORD RUBINI HOLDINGS LLC			14141 VICTORIA ST	OAK PARK	MI	48237
PRSA 24-07-01		1310426050	W	CHARTER TOWNSHIP OF WATERFORD TRAVEL HUB INC			2950 SASHABAW RD	WATERFORD	MI	48329
PRSA 24-07-01	Review	1310426044	W	CHARTER TOWNSHIP OF WATERFORD SASHABAW PROPERTY VENTURES LLC			29500 TELEGRAPH RD STE 100	SOUTHFIELD	MI	48034
PRSA 24-07-01		1310426025	W	CHARTER TOWNSHIP OF WATERFORD DONALD LIDSTER		ALDONA LIDSTE	2951 EVERTS CT	WATERFORD	MI	48329
PRSA 24-07-01	Review	1310426010	W	CHARTER TOWNSHIP OF WATERFORD JAY DESJARDINS			3043 SEEBALDT AVE	WATERFORD	MI	48329
PRSA 24-07-01	Review	1310433020	W	CHARTER TOWNSHIP OF WATERFORD RICHARD WARREN WALKER			3288 LOON LAKE SHORES RD	WATERFORD	MI	48329
PRSA 24-07-01	Review	1310426008	W	CHARTER TOWNSHIP OF WATERFORD LCN INVESTMENTS LLC			35640 S GRATIOT AVE	CLINTON TOWNSHIP	MI	48035
PRSA 24-07-01		1310426042	W	CHARTER TOWNSHIP OF WATERFORD BRITTANY FLORES		CHRISTOPHER	54162 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01		1310433018	W	CHARTER TOWNSHIP OF WATERFORD ELDON HIEBERT			4171 SOLVAY DR	WATERFORD	MI	48329
PRSA 24-07-01		1310428009	W	CHARTER TOWNSHIP OF WATERFORD JAMES JACKSON		CATHERINE JAC	4175 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01		1310426047	W	CHARTER TOWNSHIP OF WATERFORD LISA GEIGER			4176 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01		1310426048	W	CHARTER TOWNSHIP OF WATERFORD MACIEJ OGOONOWSKI			4192 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01		1310426014	W	CHARTER TOWNSHIP OF WATERFORD ALEXANDER SMITH		SAMANTHA STI	4202 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01		1310426013	W	CHARTER TOWNSHIP OF WATERFORD JAMES A LONG			4208 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01		1310426012	W	CHARTER TOWNSHIP OF WATERFORD KIM R PANKEY			4220 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01		1310433019	W	CHARTER TOWNSHIP OF WATERFORD SCOTT KOSA		CHRISTINE KOS	4225 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01	Review	1310426009	W	CHARTER TOWNSHIP OF WATERFORD STEPHEN HANCOCK			4496 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01		1310426011	W	CHARTER TOWNSHIP OF WATERFORD TOWNSHIP OF WATERFORD			5200 CIVIC CENTER DR	WATERFORD	MI	48329
PRSA 24-07-01	Review	1310403001	W	CHARTER TOWNSHIP OF WATERFORD AFBZ WATERFORD ENTERPRISES LLC			5394 POND BLUFF DR	WEST BLOOMFIELD	MI	48323
PRSA 24-07-01		1310402005	W	CHARTER TOWNSHIP OF WATERFORD 4315 DIXIE LLC			5492 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	Review	1310402014	W	CHARTER TOWNSHIP OF WATERFORD WMWEST LLC			5796 E GRAND RIVER AVE	HOWELL	MI	48843
PRSA 24-07-01		1310437001	W	CHARTER TOWNSHIP OF WATERFORD FRANK L SLAYBAUGH			630 CESAR E CHAVEZ AVE	PONTIAC	MI	48342
PRSA 24-07-01	Review	1310433017	W	CHARTER TOWNSHIP OF WATERFORD JOHN KWIATKOWSKI		ALYSSA KWIATK	9082 ASHDOWN AVE	WHITE LAKE	MI	48386
PRSA 24-07-01	Extra Addresses	1310426044	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			3000 SASHABAW RD	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310433017	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4189 SOLVAY DR	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310428007	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4191 FARNER AVE	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310403001	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4195 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310433020	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4195 SOLVAY DR	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310437013	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4202 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310426010	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4250 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310426009	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4260 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310402014	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4265 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310426008	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4266 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	Extra Addresses	1310426051	W	CHARTER TOWNSHIP OF WATERFORD OCCUPANT			4300 DIXIE HWY	WATERFORD	MI	48329
PRSA 24-07-01	LAMS	1310426025		OCCUPANT			2951 Evert Ct	WATERFORD	MI	48329
PRSA 24-07-01	LAMS	1310426051		OCCUPANT			4286 Dixie Hwy	WATERFORD	MI	48329

Notice is hereby given of a public hearing to be held by the Waterford Township Planning Commission on **Tuesday, August 27, 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 24-07-01 Farner Rezoning**

**Requesting:** Rezone the subject property from C-2, Small Business to R-M1, Multiple-Family Residential  
**Property Location:** 4220 Farner Ave  
**Property Zoned:** C-2, Small Business  
**Applicant:** Cara Kennedy

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

PRSA: 24-07-01

Date Received 7/12/24  
Planning Fees \_\_\_\_\_  
Engineering Fee \_\_\_\_\_  
New Address Fee \_\_\_\_\_

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

- ☐ Business Registration    ☐ Minor Site Plan    ☐ Master Plan  
☐ Change of Use    ☐ Major Site Plan    ☒ Rezoning  
☐ Concept Plan    ☐ Special Approval    ☐ 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>Cara Kennedy</b>		Contact Person <b>Cara Kennedy</b>
Address <b>735 W Huron St, Ste 430676</b>		City <b>Pontiac</b>
State & ZIP <b>MI 48343</b>	Home/ Office Phone <b>(secondary: 313-444-8671)</b>	Cell Phone <b>734-358-8193</b>
Email Address <b>carakennedy.co@gmail.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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Street Name Building Faces: <b>Farner Avenue</b>		New Address Assigned <i>(Obtain from Fire Department)</i>
Property Owner <b>Cara Kennedy</b>		Property ID Number <b>13-10-426-012</b>		Lot Number <b>Part of Lot 31</b>	
Owner Address <b>735 W Huron St, Ste 430676</b>		Owner City <b>Pontiac</b>	Owner State & Zip <b>MI 48343</b>	Current Zoning <b>C-2</b>	Proposed Zoning <b>R-M1</b>
Property Address or General Location <b>4220 Farner Ave</b>				Property Size (Acres) <b>0.208 ac (9064 sq ft)</b>	Num. of Buildings <b>1</b>
Frontage <i>(feet and streets)</i> <b>75 ft on Farner Ave</b>				Zoning Use Section <b>Sec. 3-403</b>	Building Use Code
Proposed Use <b>Small residential multi-family</b>		#Residential Units <b>4</b>	#Vehicle Repair Bays <b>n/a</b>	#Salon/Barber/ Tattoo Stations <b>n/a</b>	

Business License Held By: <i>(Business Registration Only)</i>	<input type="checkbox"/> Individual <i>(Attach copy of any Assumed Name Certificate)</i> <input type="checkbox"/> Partnership or LLC <i>(Attach a copy of Partnership or LLC Certificate)</i> <input type="checkbox"/> Corporation <i>(Attach a copy of Articles of Incorporation)</i>
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Fire Suppression Systems in Building <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes select the type(s):</i>		
<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 <i>(Suppression)</i>	<input type="checkbox"/> Fire Alarm
<input checked="" type="checkbox"/> Other (please describe): <u>Will be updating per code requirements for R-M1. Fire extinguishers only in existing state.</u>		

**With us there are no  
boundaries**

**SCANNED**

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

Design Firm n/a for now		Contact Person	
Address		City	
State & ZIP	Office Phone		Cell Phone
Email Address			

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

See attached

**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:

Please provide 24 hours notice for inspection as building is currently occupied.

Property Address: 4220 Farner Ave

Property Parcel No: PIN 13-10-426-012

**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.**

	<u>NAME</u>	<u>ADDRESS</u>	<u>EMAIL</u>	<u>TYPE OF OWNERSHIP INTEREST</u>	<u>SIGNATURE</u>
1.	Cara Kennedy	735 W Huron St, Pontiac, MI 48343	carakennedy.co@gmail.com	Land Contract Buyer	
2.	Kim Renee Pankey	4220 Farner Ave, Waterford Twp, MI 48329	kimsmftranscription@gmail.com	Land Contract Seller	
3.	Joseph William Hughes	4220 Farner Ave, Waterford Twp, MI 48329	realjoehughes@gmail.com	Land Contract Seller	
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.

Cara Kennedy      735 W Huron St, Pontiac, MI 48343      735-358-8193      11-12-1987      1K530 108 839 868

Name (Please Print)      Address      Telephone Contact      Birth Date      Drivers License #

Signature

Subscribed and sworn to before me this 2<sup>nd</sup> day of July, 2024

  
Notary Public  
State of Michigan  
County of Oakland  
My Commission Expires: 09/27/2029

KIERAN TAYLOR  
Notary Public - State of Michigan  
County of Oakland  
My Commission Expires Sep 27, 2029  
Acting in the County of Oakland

13-10-426-012

T3N, R9E, SEC 10 SUPERVISOR'S PLAT NO 22 PART OF LOT 31 BEG AT PT DIST N 43-54-00 W 19 FT & N 46-00-00 E 135 FT FROM MOST SLY LOT COR, TH N 43-54-00 W 120.40 FT, TH N 45-16-00 E 75 FT, TH S 43-54-00 E 121.35 FT, TH S 46-00-00 W 75 FT TO BEG

**Planning Division Application Form | Waterford Township**

*Application for 4220 Farner Ave*

By: Cara Kennedy

Additional Text for Section V.

**V. Narrative Outlining Scope and Reason for Request**

The application for re-zoning is to modify the existing building use from C-2, multi-tenant small business, to R-M1 small multi-family. The reason for the request is to return the building to its highest and best use as residential to follow real estate property use trends and to serve the community to fit the Master Plan of the Township. Converting this building back to residential and modifying it to be small multi-family will provide a nice transition from the residential area further north on Farner Ave to the downtown area along Dixie Highway. An outline of the scope of work is provided below:

- Following re-zoning approval and adoption of new zoning, interior remodeling and exterior finishes will begin
- If permissible, interior demolition/ tear out work will begin prior to re-zoning
- Tear out/ demolition work will include: removal of existing flooring, select ceiling elements, select interior walls (anticipated to be non-load bearing), removal of front porch and ramp elements needing replacement, etc
- Interior remodeling will be to convert three small business units to four residential units. Unit mix is anticipated to be one studio and one two-bedroom unit upstairs, and one one-bedroom and one two-bedroom unit downstairs. Floorplan of the upstairs two-bedroom unit may change upstairs following consultation with interior designer.
- Interior remodeling proposed scope of work to include at least:
  - HVAC: Updating HVAC for at least 2 units (mini-splits will be compared with updating current furnaces and ductwork)
  - Electrical: adding electrical panel in at least one unit, updating electrical where needed for larger appliances and safety
  - Windows/ Doors: adding fire-rated doors
  - Walls: moving some non-loadbearing walls, adding interior common hallway on main floor
  - Flooring: updating flooring throughout,
  - Ceiling
  - Bathrooms: updating/ building out 4 bathrooms
  - Kitchens: adding 1 kitchen and 3 partial kitchen updates
  - Laundry: adding laundry units in the basement (will be compared to in-unit laundry)
- Exterior proposed scope of work to include at least:
  - Secondary egress: Add exterior staircase egress for upper two units (will see if we can make both of these main entrances from the back parking lot), open up old door on lower “right” unit for egress at back of building,
  - Foundation/ Bearing Basement Walls: Seal open portions of crawlspace, evaluate whether vapor barriers are needed/ economical for back portion of building that is on crawlspace.

- Basement: Evaluate adding interior storage
- Porch/ ADA Ramps: repair decking and select joists on rear and front porch. See if we can retain/repair the ADA ramp and bring it up to compliance.
- Landscaping: Maintain and/or add shrubbery to front of building
- Signage: Remove old business signage
- Storage: add exterior storage sheds or similar for building resident use only (4 sheds or similar).
- Siding: Pressure wash and repair/replace siding pieces as needed

STATE OF MICHIGAN  
COUNTY OF OAKLAND  
CHARTER TOWNSHIP OF WATERFORD  
ORDINANCE NO. 2025-Z-007

**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 13-10-426-012, legally described below, with current address of 4220 Farner Ave, is rezoned from C-2, Small Business to R-M1, Low Density Multiple-Family Residential 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 September 23, 2024.

CHARTER TOWNSHIP OF WATERFORD

\_\_\_\_\_  
Date

\_\_\_\_\_  
Kimberly Markee, Township Clerk

**LEGAL DESCRIPTION ATTACHMENT TO ORDINANCE 2025-Z-007**

T3N, R9E, SEC 10 SUPERVISOR'S PLAT NO 22 PART OF LOT 31 BEG AT PT DIST N 43-54-00 W 19 FT & N 46-00-00 E 135 FT FROM MOST SLY LOT COR, TH N 43-54-00 W 120.40 FT, TH N 45-16-00 E 75 FT, TH S 43-54-00 E 121.35 FT, TH S 46-00-00 W 75 FT TO BEG