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Kim Markee, Clerk
Steve Thomas, Treasurer
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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

Rick Hutchinson
Superintendent of Building
Division

Scott Alef
CDBG Coordinator

MEMORANDUM

Date: August 5, 2025
To: Honorable Township Board Members
From: Jeffrey Polkowski, Director of Development Services
RE: Case No. 2025-Z-010
3995 W Walton Blvd
R-1A, Single-Family Residential to PL, Public Lands
Location: South side of Walton Blvd, east of Sashabaw Rd
Applicant: Waterford Township

The Waterford Regional Fire Dept is in the planning stages for replacing the fire station at 4596 W Walton Blvd. To make way for this project, Waterford Twp is proposing to rezone the subject property from R-1A, Single-Family Residential to PL, Public Lands.

Planning Commission Recommendation and Findings

The Planning Commission reviewed this proposed rezoning at the regularly scheduled meeting on July 29, 2025 and resolved unanimously to forward a favorable recommendation to the Township Board.

Motions

Based upon the Planning Commission's favorable recommendation at the July 29, 2025 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 August 25, 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 the meeting please do not hesitate to reach out to me.

*With us there are no
boundaries*



WATERFORD TWP DEVELOPMENT SERVICES
REZONING REVIEW

PRSA 24-06-07
JULY 29, 2025

Project Name: Fire Station Rezoning

Project #: PRSA 24-06-07

Project Type: Rezoning Review

PC Agenda: July 29, 2025 Regular Agenda

Report By: Justin Daymon

Proposed Use	Governmental Facility (§3-503.3.E.)		
Address	3995 W Walton Blvd	Parcel ID	13-11-101-030
Applicant	Waterford Twp 2495 Crescent Lake Rd Waterford, MI 48329	Property Owner	Waterford Twp 5200 Civic Center Dr Waterford, MI 48329
Current Zoning	R-1A, Single-Family Residential	Proposed Zoning	PL, Public Lands
Frontage	300 ft along W Walton Blvd	Property Size	3.17 acres
General Location		South side of Walton Blvd, east of Sashabaw Rd	
Master Plan Designation		Public/Semi-Public	
Current Use		vacant parcel abutting Mason Middle School property	
Zoning History		(since 1960) Single-Family Residential	
Surrounding Development			
North		(across Walton Blvd) C-2, Small Business	
East & South		R-1A, Single-Family Residential (Mason Middle School property)	
West		R-1C, Single-Family Residential	

Project Summary

The Waterford Regional Fire Dept is in the planning stages for replacing the fire station at 4596 W Walton Blvd. To make way for this project, Waterford Twp is proposing to rezone the subject property from R-1A, Single-Family Residential to PL, Public Lands.

Master Plan Compatibility

As the subject property is owned by the Township, but zoned for single-family residential use, the proposed rezoning would bring the property into accordance with the Master Plan's designation for the property of Public/Semi-Public.

Zoning District Conformity

The proposed rezoning conforms to the requirement of the Zoning Ordinance for the PL, Public Lands 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: The proposed zoning change is consistent with the existing uses and zoning of the surrounding 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 appears able to meet all applicable requirements of the Zoning Ordinance.

- 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 should not result in any significant environmental impacts.

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

Staff Comment: The proposed rezoning is a benefit to the public interest as it is a necessary step in allowing the Fire Dept to improve upon their facilities and service capabilities with a new fire station.

Summary/Conclusions

The proposed rezoning would help pave the way for the Fire Dept to be able to build a new fire station. The proposed rezoning would be a benefit to the public and in accordance with the Master Plan and Zoning Ordinance.

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. 24-06-07,
Proposed Zoning Map Amendment to Rezone From:
R-1A, Single-Family Residential to PL, Public Lands**

Motion:

I move to forward a **favorable/unfavorable [Strike One]** recommendation in Case No. 24-06-07 on to the Township Board, to rezone the subject parcels #13-11-101-030 from R-1A, Single-Family Residential to PL, Public Lands 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:

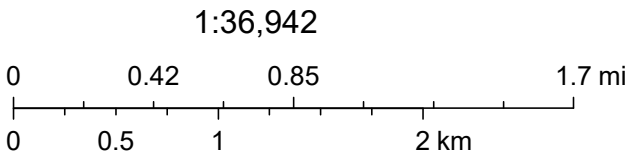
- A. The requested zoning change **is / is not [Strike One]** consistent with the adopted Master Plan as amended.
- B. The requested zoning change **is / is not [Strike One]** consistent with existing uses and zoning classifications of properties within the general area of the subject zoning lot.
- C. 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 24-06-07 Location Map

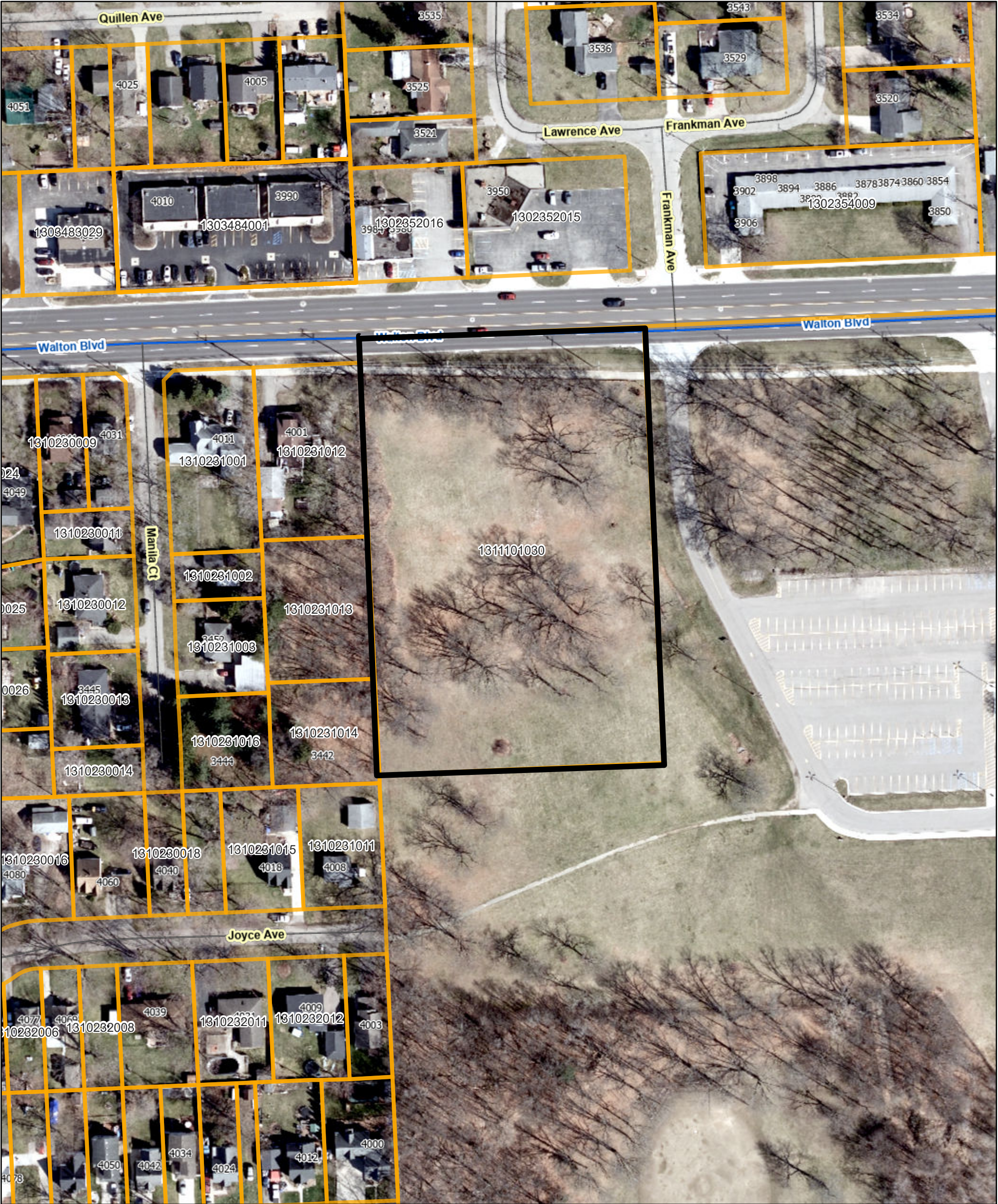


7/25/2025, 9:04:40 AM

-  Override 1
-  Airport
- Waterford Road Layer
-  MAIN
-  PRIMARY
-  SECONDARY; SPLIT
-  Clinton River
-  Lakes
-  Township Boundary Line



PRSA 24-06-07 Aerial Map



7/25/2025, 9:01:11 AM

OC Tax Parcel Stacked

Override 1

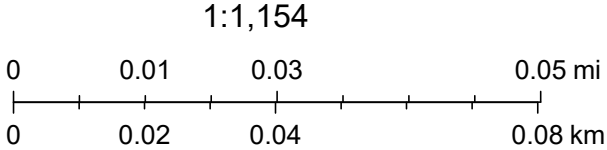
Waterford Road Layer

PRIMARY

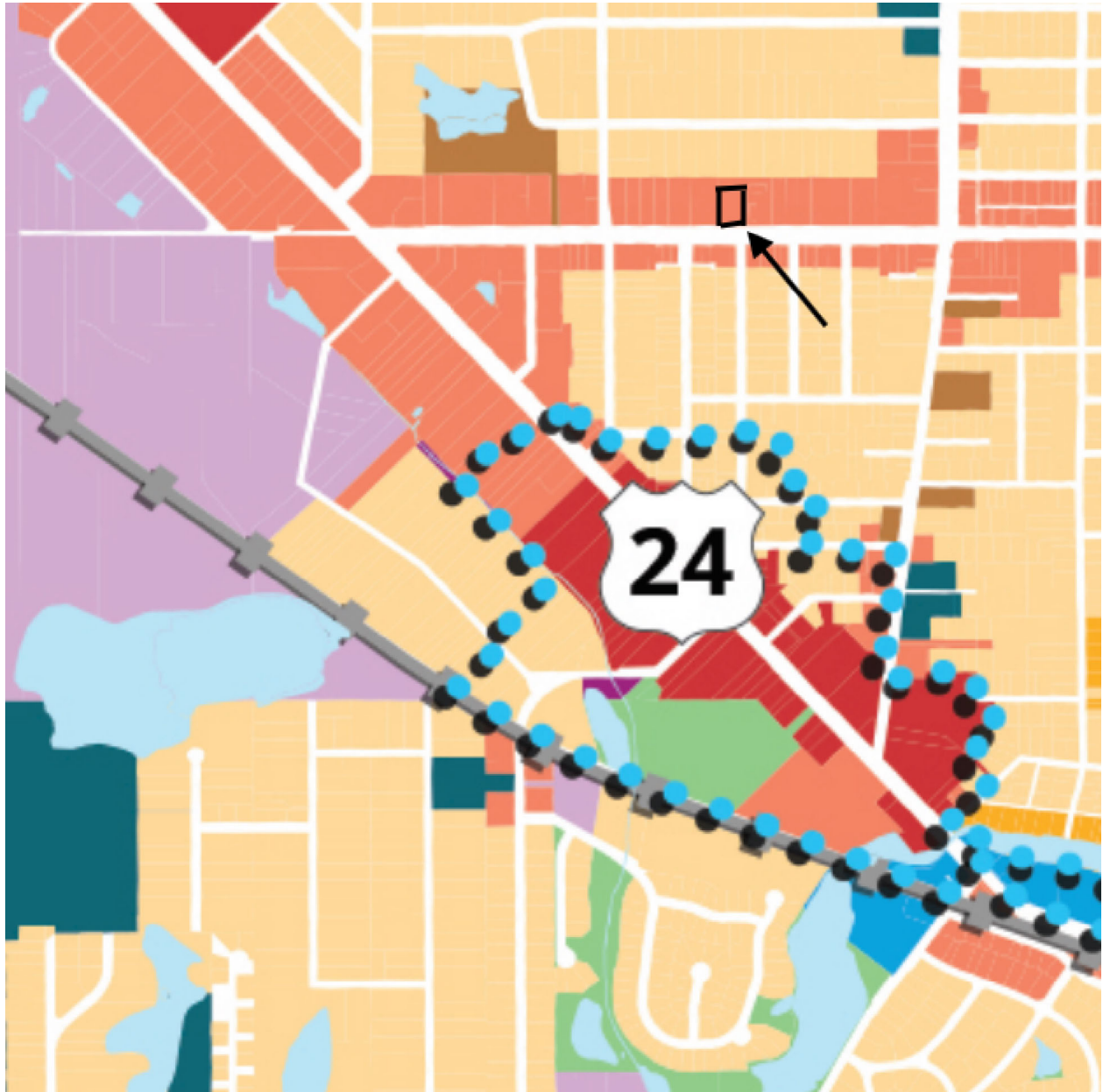
SECONDARY; SPLIT

Building Footprints - Labels

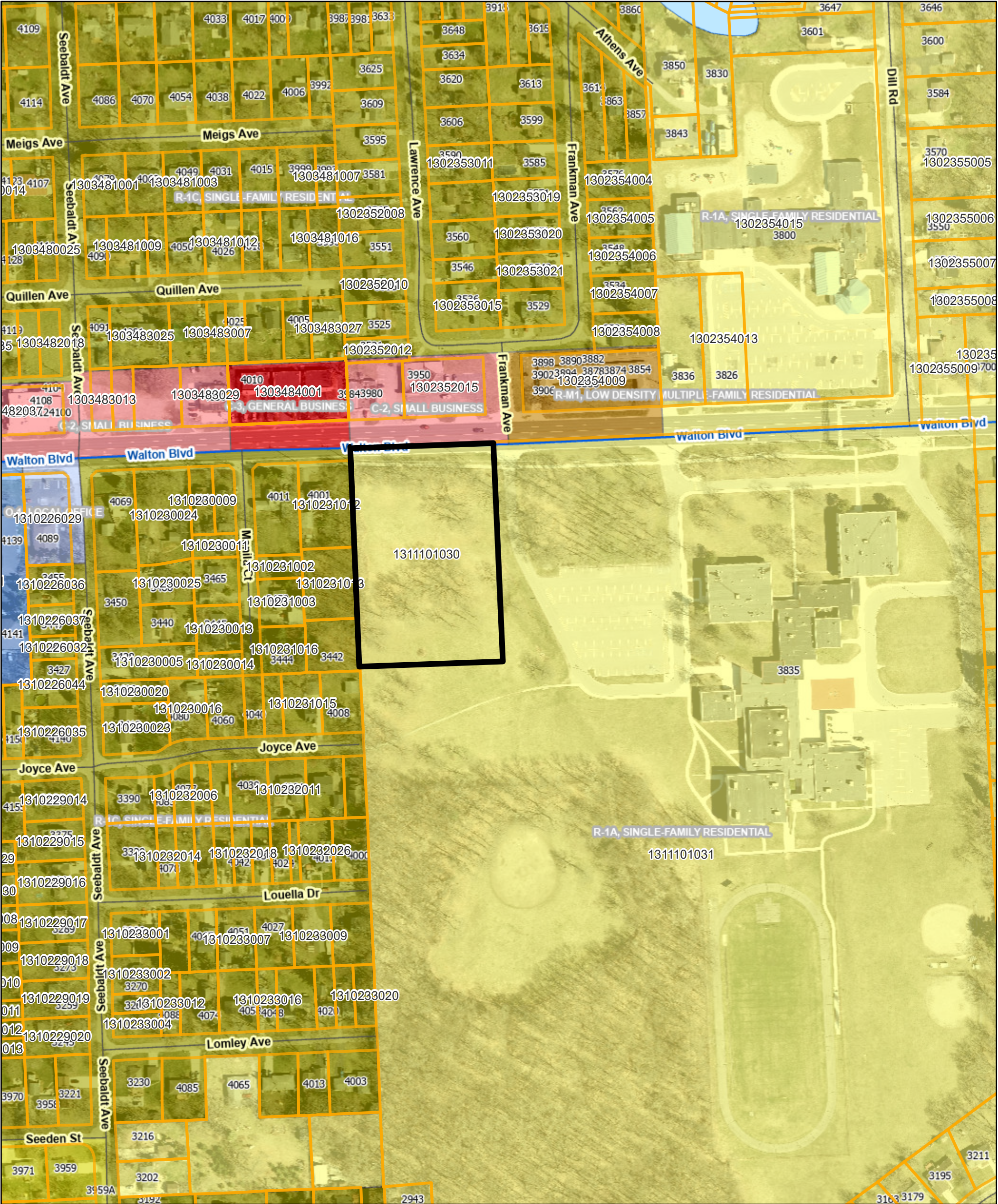
Lakes



PRSA 24-06-07 MASTER PLAN MAP



PRSA 24-06-07 Zoning Map



7/25/2025, 8:59:31 AM

- OC Tax Parcel Stacked

Override 1

Zoning

C-1, NEIGHBORHOOD BUSINESS

C-2, SMALL BUSINESS

C-3, GENERAL BUSINESS

C-4, EXTENSIVE BUSINESS

C-UB, URBAN BUSINESS

C-UL, UNION LAKE BUSINESS

A-1, AIRPORT

HT-1, HIGH TECH OFFICE

HT-2, HIGH TECH INDUSTRIAL AND OFFICE

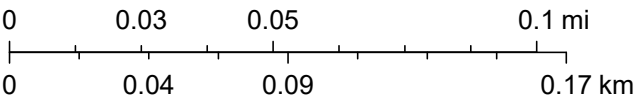
M-1*, LIGHT INDUSTRIAL-CONSENT JUDGMENT RESTRICTED

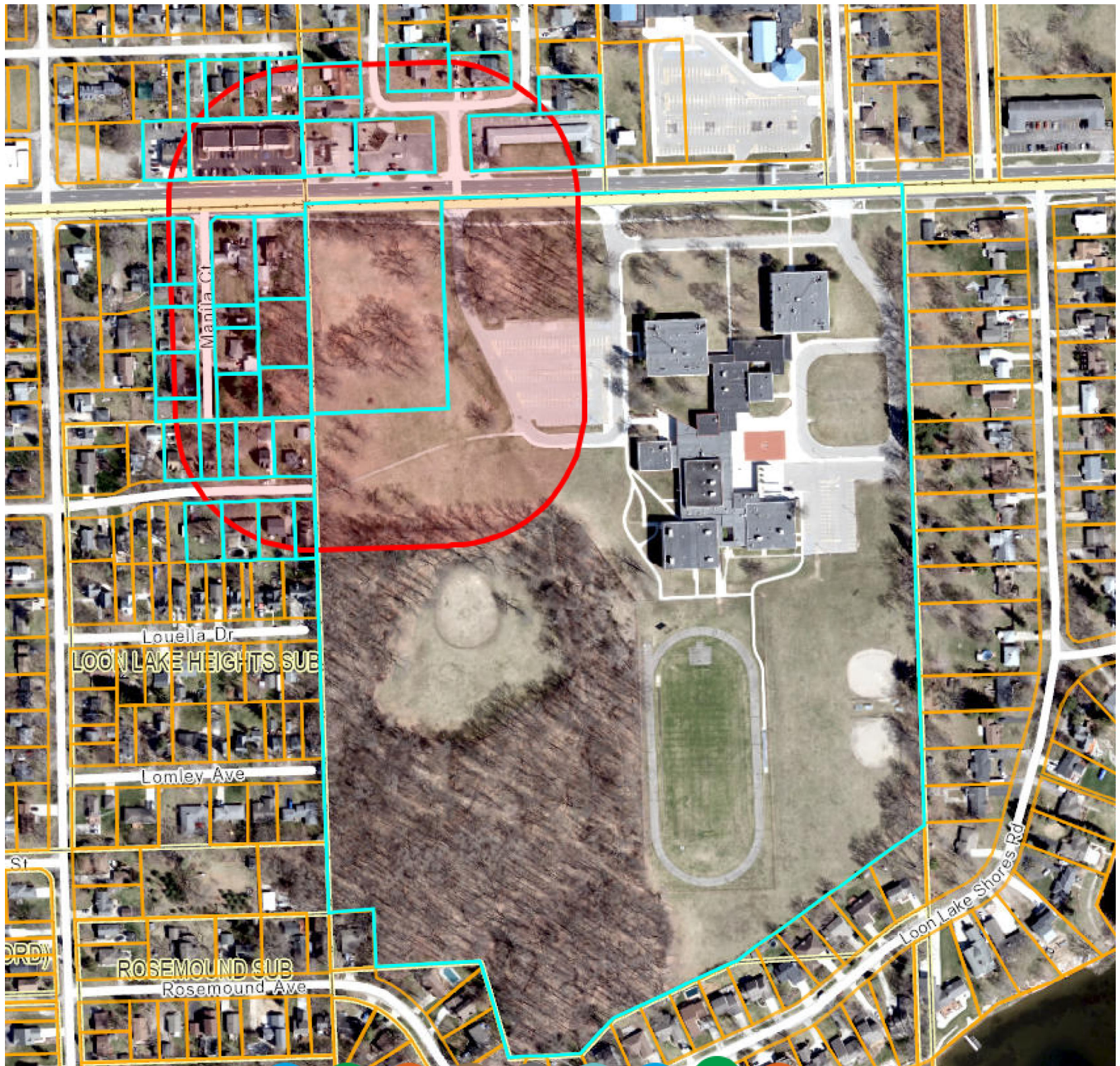
M-1, LIGHT INDUSTRIAL

M-2, GENERAL INDUSTRIAL

O-1, LOCAL OFFICE

1:2,309





Project Number	Extra Addresses	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 24-06-07	Agency Addresses				The Road Commission for Oakland County		31001 Lahser Road	Beverly Hills	MI	48025
PRSA 24-06-07	Agency Addresses				DTE		1 Energy Plaza	Detroit	MI	48226
PRSA 24-06-07	Agency Addresses				Consumers Energy		1 Energy Plaza Dr	Jackson	MI	49201
PRSA 24-06-07	Review	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 24-06-07	Review	1310230017 W		CHARTER TOWNSHIP OF WATERFORD BOBBY G MCLEAN			2855 JANET ST	MATLACHA	FL	33993
PRSA 24-06-07	Review	1303484005 W		CHARTER TOWNSHIP OF WATERFORD GUADALUPE ASSOCIATES LLC	ATTN: SHANNO	3325 S VASSAR RD		DAVISON	MI	48423
PRSA 24-06-07		1310230014 W		CHARTER TOWNSHIP OF WATERFORD DAVID SIMPSON	JEAN SIMPSON	3445 MANILA CT		WATERFORD	MI	48329
PRSA 24-06-07		1310231003 W		CHARTER TOWNSHIP OF WATERFORD ALEXIS BARRINGER		3452 MANILA CT		WATERFORD	MI	48329
PRSA 24-06-07		1310230012 W		CHARTER TOWNSHIP OF WATERFORD NICHOLAS BEAVER	SHAWN BEAVEI	3465 MANILA CT		WATERFORD	MI	48329
PRSA 24-06-07		1310230011 W		CHARTER TOWNSHIP OF WATERFORD SAMUEL MEINER		3473 MANILA CT		WATERFORD	MI	48329
PRSA 24-06-07		1302354008 W		CHARTER TOWNSHIP OF WATERFORD MICHAEL BACHMAN		3520 FRANKMAN AVE		WATERFORD	MI	48329
PRSA 24-06-07		1302352012 W		CHARTER TOWNSHIP OF WATERFORD AMANDA FIELD		3521 LAWRENCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1302352011 W		CHARTER TOWNSHIP OF WATERFORD GARY GARTEE		3525 LAWRENCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1302353022 W		CHARTER TOWNSHIP OF WATERFORD DAVID SANFORD		3529 FRANKMAN AVE		WATERFORD	MI	48329
PRSA 24-06-07		1302353015 W		CHARTER TOWNSHIP OF WATERFORD RICHARD RATLIFF		3536 LAWRENCE AVE		WATERFORD	MI	48329
PRSA 24-06-07	Review	1310230009 W		CHARTER TOWNSHIP OF WATERFORD PATRICK MCCOLEMAN		3615 SAGINAW TRL		WATERFORD	MI	48329
PRSA 24-06-07	Review	1303484001 W		CHARTER TOWNSHIP OF WATERFORD EPIC COMMERCIAL PARTNERS LLC		38219 MOUND RD # 201		STERLING HEIGHTS	MI	48310
PRSA 24-06-07		1302352015 W		CHARTER TOWNSHIP OF WATERFORD GAIL GUTH		3950 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07		1303484006 W		CHARTER TOWNSHIP OF WATERFORD 3990-B WALTON LLC		3990 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07		1303483027 W		CHARTER TOWNSHIP OF WATERFORD LORI A PARSONS		4001 QUILLEN AVE		WATERFORD	MI	48329
PRSA 24-06-07		1310231012 W		CHARTER TOWNSHIP OF WATERFORD JAMES R EYMAN	VIRGINIA EYMA	4001 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07		1310232013 W		CHARTER TOWNSHIP OF WATERFORD KATHERINE CARIE		4003 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1303483026 W		CHARTER TOWNSHIP OF WATERFORD CYNTHIA SEARIGHT	ANTOINETTE LAW	4005 QUILLEN AVE		WATERFORD	MI	48329
PRSA 24-06-07		1310231011 W		CHARTER TOWNSHIP OF WATERFORD MICHAEL VINCENT NETSCHKE		4008 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1310232012 W		CHARTER TOWNSHIP OF WATERFORD BRANDON BAUMGRAS	TIFFANY DODD	4009 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1303483024 W		CHARTER TOWNSHIP OF WATERFORD STEPHEN A RICHARDSON		4009 QUILLEN AVE		WATERFORD	MI	48329
PRSA 24-06-07		1303484002 W		CHARTER TOWNSHIP OF WATERFORD GOLDEN SAND CONSULTING LLC		4010 W WALTON BLVD STE B		WATERFORD	MI	48329
PRSA 24-06-07		1310231002 W		CHARTER TOWNSHIP OF WATERFORD CARLTON MANNING		4011 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07		1310231015 W		CHARTER TOWNSHIP OF WATERFORD JAMES KEITH		4018 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1310232011 W		CHARTER TOWNSHIP OF WATERFORD KENDRA PANKEY		4021 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1303483008 W		CHARTER TOWNSHIP OF WATERFORD STEVEN GRAHAM	LEAH ROSPIERS	4025 QUILLEN AVE		WATERFORD	MI	48329
PRSA 24-06-07		1303483029 W		CHARTER TOWNSHIP OF WATERFORD WALTON MEDICAL P.C.		4030 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07		1310230010 W		CHARTER TOWNSHIP OF WATERFORD JESSICA MADDOCK		4031 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07		1310232024 W		CHARTER TOWNSHIP OF WATERFORD SHERYL N MILMINE		4039 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07		1310231008 W		CHARTER TOWNSHIP OF WATERFORD TAMMY MISTRZAK		4040 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07	Review	1302354009 W		CHARTER TOWNSHIP OF WATERFORD WATERFORD PORTFOLIO LLC		41000 WOODWARD AVE STE 35		BLOOMFIELD HILLS	MI	48304
PRSA 24-06-07	Review	1310231016 W		CHARTER TOWNSHIP OF WATERFORD STEVE SQUIER		4115 WINDIATE PARK DR		WATERFORD	MI	48329
PRSA 24-06-07	Review	1311101030 W		CHARTER TOWNSHIP OF WATERFORD TOWNSHIP OF WATERFORD		5200 CIVIC CENTER DR		WATERFORD	MI	48329
PRSA 24-06-07	Review	1303484004 W		CHARTER TOWNSHIP OF WATERFORD DS & D LLC		5274 RIDGE TRL N		CLARKSTON	MI	48348
PRSA 24-06-07	Review	1302352016 W		CHARTER TOWNSHIP OF WATERFORD WESLEE INVESTMENTS. LLC		6900 BRENDEL RD		WHITE LAKE	MI	48383
PRSA 24-06-07		1311101031 W		CHARTER TOWNSHIP OF WATERFORD WATERFORD SCHOOL DISTRICT	ATTN: DIRECTC	501 N CASS LAKE RD		WATERFORD	MI	48328
PRSA 24-06-07	Extra Addresses	1310231014 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		3442 MANILA CT		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1310231016 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		3444 MANILA CT		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1302354009 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		3850 W WALTON BLVD APT 1		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1302352016 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		3980 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1311101030 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		3995 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1303484004 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		4000 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1303484001 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		4010 W WALTON BLVD STE A		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1310230009 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		4041 W WALTON BLVD		WATERFORD	MI	48329
PRSA 24-06-07	Extra Addresses	1310230017 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		4060 JOYCE AVE		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 1		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 10		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 11		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 12		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 2		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 3		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 4		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 5		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 6		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 7		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 8		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1302354009		OCCUPANT		3850 W Walton Blvd, Apt 9		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1303484001		OCCUPANT		4010 W Walton Blvd, Ste A		WATERFORD	MI	48329
PRSA 24-06-07	LAMS	1303484002		OCCUPANT		4014 W Walton Blvd, Ste B		WATERFORD	MI	48329

Notice is hereby given of a public hearing to be held by the Waterford Township Planning Commission on **Tuesday, June 22, 2021 at 4:30 p.m.**

Case No. PRSA 21-06-02

Applicant: Waterford Township

Location: 4710 Cooley Lake Rd

Request: Rezone from C-2, Small Business to C-3, General Business

Parcel I.D. No.: 13-27-302-015

Based on the COVID-19 Local State of Emergency declared and confirmed as continuing by Resolution of the Board of Trustees on December 9, 2020, this meeting will be held by electronic remote access that provides 2-way telephone or video conferencing as permitted by the Open Meetings Act as amended by Public Act No. 254 of 2020, and the Electronic Remote Meeting Procedures approved by Resolution of the Board of Trustees on December 9, 2020. The public may participate in each meeting through GoToMeeting by computer, tablet or smart phone using the following link: <https://global.gotomeeting.com/join/142685181>

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
<https://global.gotomeeting.com/install/142685181>

You may also dial in using your phone: United States (Toll Free): **1 866-899-4679** or United States: **1 517-317-3116**
Access Code: **142-685-181**

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.

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Applicant: Waterford Township

Location: 4710 Cooley Lake Rd

Request: Rezone from C-2, Small Business to C-3, General Business

Parcel I.D. No.: 13-27-302-015

Based on the COVID-19 Local State of Emergency declared and confirmed as continuing by Resolution of the Board of Trustees on December 9, 2020, this meeting will be held by electronic remote access that provides 2-way telephone or video conferencing as permitted by the Open Meetings Act as amended by Public Act No. 254 of 2020, and the Electronic Remote Meeting Procedures approved by Resolution of the Board of Trustees on December 9, 2020. The public may participate in each meeting through GoToMeeting by computer, tablet or smart phone using the following link: <https://global.gotomeeting.com/join/142685181>

New to GoToMeeting? Get the app now and be ready when your first meeting starts:
<https://global.gotomeeting.com/install/142685181>

You may also dial in using your phone: United States (Toll Free): **1 866-899-4679** or United States: **1 517-317-3116**
Access Code: **142-685-181**

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.

**PLANNING DIVISION
APPLICATION FORM**



13.11.101.030
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			Date Received _____
Related Application Numbers			Planning Fees _____
PBUS: _____	PCR: _____	PRSA: <u>24-06-07</u>	Engineering Fee _____
PSP: _____	PZBA: _____		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 Charter Township of Waterford		Contact Person Matt Nye, Fire Chief
Address 2495 Crescent Lake Road		City Waterford
State & ZIP MI 48329	Home/ Office Phone 248.673.0405	Cell Phone _____
Email Address mnye@waterfordmi.gov		

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: W. Walton Blvd	New Address Assigned <i>(Obtain from Fire Department)</i> 3995 W. Walton	
Property Owner Charter Township of Waterford		Property ID Number 1311101030	Lot Number _____	
Owner Address 5200 Civic Center Dr.	Owner City Waterford	Owner State & Zip MI 48329	Current Zoning R-1A	Proposed Zoning Public Lands
Property Address or General Location 3995 W. Walton Blvd			Property Size (Acres) 3.85674931	Num. of Buildings 1
Frontage <i>(feet and streets)</i> 300' on W. Watlton Blvd			Zoning Use Section _____	Building Use Code _____
Proposed Use Fire Station		#Residential Units 0	#Vehicle Repair Bays 0	#Salon/Barber/ Tattoo Stations 0

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"/> Fire Pump <input type="checkbox"/> Other (please describe): _____	<input type="checkbox"/> Commercial Hood Suppression System <input type="checkbox"/> Paint Booth <i>(Suppression)</i> <input type="checkbox"/> FM 200 or Clean Agent <i>(Computer Rooms)</i> <input type="checkbox"/> Fire Alarm

**With us there are no
boundaries**

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

Design Firm		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)*

This lot has been set aside by Waterford Township for the new construction of a Fire Station #2, to replace the fire station at 4596 W. Walton Blvd. The now vacant lot is zoned R-1A. The request is to rezone to Public Lands.

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:

Property Address: 3995 W. Walton Blvd.
Property Parcel No: 1311101030

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.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
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.

Anthony M. Bartolotta 5200 Civic Center Dr., Waterford 248.674.3111 02-14-54 B634067566131
Name (Please Print) Address Telephone Contact Birth Date Drivers License #

Anthony M. Bartolotta
Signature

Subscribed and sworn to before me this 16 day of April, 2025

KARI L. VLAEMINCK
Notary Public, Oakland County, MI
My Commission Expires Oct. 20, 2025
Acting in the County of Oakland County, MI

Kari L. Vlaeminck
Notary Public
State of Michigan
County of Oakland
My Commission Expires: 10-20-2025

VII. Submission Requirements

In addition to submission requirements below, all applications require proof of Ownership, Letters of Authority on behalf of the Owner, Taxes Paid, and the Hazardous Substances Reporting Form.

Fees charged for Change of Use and Concept Plan will be applied to the Site Plan fees under the same review.

When plans are submitted, one copy must be a full sized 36 x 24". All other copies must be 11" x 17" unless noted.

Application Type	Requirements	Explanation
Business Registration	Application; \$100 fee	All new businesses or occupants to a commercial space.
Change of Use	Application; Business Registration Fee; additional \$550 fee; Property Unit List of Multiple-Tenant properties	Required if space is vacant or use type changes
Concept Plan	Application; \$550 fee; 1 digital and 1 physical copy of concept plan;	Required prior to Planning Commission review for Minor / Major Site Plan or Special Approval
Minor / Major Site Plan	Application; \$1,250 or \$1,550 fee per review type; 1 digital and 2 physical copies of 36 x 24" preliminary plan; 10 copies of 11" x 17" preliminary plan. 2 additional full size sets at Final Site Plan Review May require additional Business Registration / Change of Use at time of occupancy	Required for Final Site Plan Review and any prior to any exterior improvements.
Special Approval	Application; \$1,000 fee (\$600 fee for modifications or renewals); Change of Use/Minor/ Major Site Plan requirements and fees as necessary May require additional Business Registration at time of occupancy	Potentially required based on use type per zoning district
Master Plan	Application; \$1,000 fee; detailed explanation of changes; 1 digital and 11 physical copies of application and supporting documents	Request to modify the Master Plan
Rezoning / Text Amendment	Application; \$1,200 fee; detailed explanation of changes; 1 digital and 11 physical copies of application and supporting documents	Request to modify the zoning map or zoning ordinance text

Plan Elements	Concept	Preliminary
A. Name, address and telephone number of property owner.	✓	✓
B. Name, business address and contact information for all developers, engineers, attorneys, architects landscape architects, and registered land surveyors associated with the development of the concept plan.	✓	✓
C. Title block with project name and address/location of site.	✓	✓
D. North arrow.	✓	✓
E. Scale.	✓	✓
F. Legend.	✓	✓
G. Revision block (month, day and year of original submittal and subsequent revisions).	✓	✓
H. Existing zoning on subject parcel and neighboring properties.	✓	✓
I. A certified survey completed by a State of Michigan Licensed Land Surveyor, which indicates the legal description and recorded and measured dimensions of the property lines and other pertinent data as prescribed in Public Act 132 of 1970, Certified Surveys, as amended. The plan shall be drawn in accordance with the dimensions shown on this survey.	✓	✓
J. The location, dimensions, and proposed usage of all proposed permanent and accessory buildings and structures to be constructed, maintained, and used on the site. For all proposed residential use components of the concept plan, also include the proposed density calculation and number of each type of dwelling unit (one-bedroom units, two-bedroom units, etc.).	✓	✓
K. The location of all proposed transformer pads, dumpster enclosures and exterior appliance units on the site.	✓	✓
L. The location of all proposed exterior lighting to be used on the site.	✓	✓
M. The location of all proposed signs to be used on the site.	✓	✓
N. The location of all proposed landscaped areas, open space, and outdoor recreation areas to be dedicated and maintained on the site.	✓	✓
O. The location and addresses of buildings, uses and other significant features of immediately adjacent property within one hundred (100) feet of the subject zoning lot.	✓	✓
P. Location of existing and proposed public and private rights-of-way, drives, drive approaches (including acceleration, deceleration and passing lanes), nonmotorized pathways, any other vehicular and pedestrian circulation features within and adjacent to the parcel, all parking and loading areas indicating type of surfacing, and outdoor display areas where applicable.	✓	✓
Q. Location of all wetland, floodplain, drainage course, and natural feature boundaries.	✓	✓
D. Show all dimensional and numerical information, and three-dimensional details for items K through M listed under Concept Plan		✓
E. Location map.		✓
F. All required minimum setbacks from existing or proposed public or private rights-of-way and property lines.		✓
G. Total lot area, net lot area, and buildable area of the zoning lot, as measured in square feet and acreage.		✓
H. Grading plan.		✓
I. The location, dimensions, and details for all walls, fences and berms as proposed and/or required by the Zoning Ordinance.		✓
J. All curbing including size, type, location and detail.		✓
K. The location, capacity, and details of all existing or proposed water, sanitary sewer, stormwater drainage, and other utilities serving the site with all information as required to conform with the Township Engineering Standards.		✓
L. All existing easements and vacated easements and rights-of-way.		✓
M. Front, side, and rear elevations of all proposed buildings.		✓
N. All other items required by either the Zoning Official or the Building Official to comply with land regulation requirements contained in the Waterford Code of Ordinances.		✓

VIII. Hazardous Substances Reporting Form

Site Plan No. _____

Note: This form must be completed and submitted as part of the site plan for all facilities.

Business Name		Business Owner	
Mailing Address			
Location of Property			
Phone Number		Sidwell Number	
Owner Signature			Date
Information Compiled By			Date

Part I: Management of Hazardous Substances and Polluting Material

<input type="checkbox"/> Y	Will the proposed facility store, use or generate hazardous substances or polluting materials (including petroleum-based products) in quantities greater than 100 kilograms per month (about 25 gallons per month) now or in the future? If yes , please complete the rest of this form and submit with your site plan. If no , stop here and return to the Planning Department.
<input type="checkbox"/> N	
<input type="checkbox"/> Y	Will hazardous substances or polluting materials be reused or recycled on site?
<input type="checkbox"/> N	
<input type="checkbox"/> Y	Will any hazardous substances or polluting materials be stored on the site? If yes , identify the storage location on the site plan. Describe the size and type of secondary containment structures here and as a detail on the site plan.
<input type="checkbox"/> N	
<input type="checkbox"/> Y	Will new underground storage tanks be located less than 2,000 feet from drinking water wells serving two (2) or more establishments, or less than 300 feet from a single family drinking water well? If yes , contact Michigan Department of Environment, Great Lakes, and Energy (586) 753-3700.
<input type="checkbox"/> N	
<input type="checkbox"/> Y	Will hazardous waste or liquid industrial waste be transported off-site for treatment, disposal and/or recycling? If yes , please list the name, address and telephone number of your licensed transporter(s)
<input type="checkbox"/> N	
<input type="checkbox"/> Y	Will the interior of the facility have general purpose floor drains?* If yes , will the floor drains connect to: (Check One)
<input type="checkbox"/> N	
<input type="checkbox"/> Y	<input type="checkbox"/> Sanitary Sewer System <input type="checkbox"/> On-Site Holding Tank; or
<input type="checkbox"/> N	<input type="checkbox"/> System authorized by state groundwater discharge permit, which requires monitoring. Contact Waterford Township Department of Public Works (248) 674-2278; and Michigan Department of Environment, Great Lakes, and Energy, Waste Management Division, Southeast Michigan District Office (586) 753-3700
<i>*General purpose floor drains shall not be connected to a storm water drainage system, dry well or septic system.</i>	
<input type="checkbox"/> Y	Will hazardous substances or polluting materials be stored, used or handled out of doors near storm drains which discharge into lakes, streams or wetlands? If yes , describe the type of catch basins or spill containment facilities which will be used and provide detail on the site plan.
<input type="checkbox"/> N	
Additional information may be requested from the Township to assure the site plans comply with local, county and state environmental protection requirements. The Township may require Part II to be completed; only complete Part II if requested by the Township. Part II on reverse side.	

Part II

Types and Quantities of Hazardous Substances and Polluting Materials Which Will Be Used, Stored or Generated On-Site

Please list the hazardous substances and polluting materials (including chemicals, hazardous materials, petroleum products, hazardous wastes and other polluting materials) which are expected to be used, stored or generated on-site. Quantities should reflect the maximum volumes on hand at any time. Attach additional pages, if necessary, to list all hazardous substances and polluting materials.

	Common Name (Trade Name)	Chemical Name (Components)	Maximum Quantity on hand at one time	Type of Storage Containers
1.				
2.				
3.				
4.				
5.				
6.				

Key

Liq. = Liquid
DM = Drum(s)
S = Solid
G = Gas
P. G. = Pressurized Gas
TP = Portable Tank

AGT = Above Ground Tank
P. Liq. = Pressurized Liquid
UGT = Underground Storage Tank
CY = Cylinders
CM = Metal Container
CW = Wooden/Composition Container

IX. **Multi-Tenant Commercial Property Unit List** *(For multi-tenant properties only. To be filled out by property owner or management company)*

Principle Property Name:

Principle Property Address:**Property Parcel Numbers:**[illegible]

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD
ORDINANCE NO. 2025-Z-010

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 parcel of property that is assigned tax parcel number 13-11-101-030, legally described below, with current address of 3995 W Walton Blvd, is rezoned from R-1A, Single-Family Residential to PL, Public Lands 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 August 25, 2025.

CHARTER TOWNSHIP OF WATERFORD

Date

Kimberly Markee, Township Clerk

LEGAL DESCRIPTION ATTACHMENT TO ORDINANCE 2025-Z-010

T3N, R9E, SEC 11 PART OF W 1/2 OF NW 1/4 BEG AT NW SEC COR, TH S 88-28-12 E 300 FT, TH S 01-28-06 W 460 FT, TH N 88-28-12 W 300 FT, TH N 01-28-06 E 460 FT TO BEG EXC NLY 60 FT TAKEN FOR WALTON BLVD 3.17 A 11-18-08 FR 025