



# Planning Commission Meeting Minutes

Tuesday, July 18, 2023, at 7:00 pm  
27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order at 7:00**
2. **Pledge of Allegiance**
3. **Roll Call**

Commissioners Present: Jason Hammond, Chair  
Les Stansbery, Vice Chair  
Will Fobbs, Secretary  
Commissioner Dizik  
Commissioner Kantor  
Commissioner Tamarelli

Absent: Commissioner Powell

Staff Present: Susan Stec, Community and Economic Development Manager, City  
Attorney, Scott Baker, Kelda London, City Clerk,

Also Present: Eric Pietsch, Giffels Webster Engineering

Motion by Commissioner Fobbs to excuse Commissioner Powell, motion seconded by Vice Chair Stansbery. Motion carried.

4. **Approval of Agenda**

Motion by Commissioner Kantor to approve the agenda, motion seconded by Vice Chair Stansbery. Motion carried.

5. **Approval of Meeting Minutes**

A. PC Minutes 2023 06 20

Motion by Commissioner Kantor to approve the meeting minutes of June 20, 2023, motion seconded by Vice Chair Stansbery. Motion carried.

6. **Public Comment**

None

## 7. Old Business and Tabled Items

None

## 8. New Business

### A. Site Plan Review - 26780 Southfield Road (44 Burrrito)

Eric Pietsch, Giffels Webster explained that the city received an application for a restaurant for 26780 Southfield Rd. The proposed tenant space is requesting an outdoor dining area. In 2020 the facility received approval for the site plan review. The use as an outdoor dining facility requires planning commission approval.

1. Site plan approval is required for the addition of an outdoor patio area at an existing commercial site. The tenant lease space that will include the outdoor patio is proposed to be a restaurant, a use that is not changing from the previous occupant of the space.

2. The plan shall show the fence fully enclosing the outdoor patio area.

3. The plan shall demonstrate access to the patio area can accommodate minimum barrier-free access standards (specifically the width of the gate or fence opening facing the sidewalk).

4. The site plan identifies an existing dumpster enclosure on-site. Upon submittal for permitting, the plan shall show the minimum dimensional ordinance standards for dumpster enclosures.

5. The plans shall indicate if any exterior lighting is proposed for the proposed restaurant use and outdoor patio area use. The lighting standards of Section 5.8 shall apply, with special attention given to the adjacent single-family neighborhood to the east.

6. Overall site plan approval for a building renovation occurred in 2020. The proposed occupancy is not a change of use (restaurant-to-restaurant), and therefore, no change to the existing parking facility is proposed. The ordinance states the Planning Commission has the authority to consider whether an outdoor patio should require additional parking spaces.

Motion by Commissioner Stansbery to resubmit the Site Plan with corrections to the fencing height and the outdoor patio. Motion seconded by Commissioner Kantor. Motion carried.

### B. Discussion - Laundromat Zoning Standards

As previously discussed, there is a proposal for a laundromat facility at 27300 Southfield Rd. Giffels Webster Planning Consultant drafted proposed language for use standards as an amendment to Section 4.

- A. Service shall be rendered directly to customers who shall bring in and take away the articles to be cleaned.
- B. The establishment shall not provide pick-up or delivery service.
- C. The customers shall operate the machines provided to do their own laundry.
- D. The entire cleaning and drying process shall be carried on within completely enclosed solvent recleaning units.
- E. All solvents used in the cleaning process and the vapors therefrom shall be nonexplosive and nonflammable.

Commissioner Kantor moved to schedule a Public Hearing for August 15, 2023. Motion seconded by Vice Chair Stansbery. Motion carried.

C. Discussion - Mobile Food Vending (Food Trucks) Zoning Amendments

There have been several businesses requesting food truck service for private events. Currently, food trucks are only allowed in the Village Center. Should they be allowed in other zoning districts?

Commissioner Kantor moved to set a Public Hearing for August 15, 2023, for allowing mobile food trucks in the Mixed-Use district, motion seconded by Vice Chair Stansbery. Motion carried.

**9. Other Matters for Discussion**

The Commission previously discussed email addresses for each planning commissioner. After further review, it was decided that it's cost prohibitive, so the suggestion is for each commissioner to set up an individual email for planning commission-related correspondence.

Commissioner Fobbs suggested a separate meeting for the purposes of discussing parking issues. The commission will establish a sub-committee for parking.

**10. General Communication**

A. 2023 07 17 Development Project Update

Susan Stec, Community and Economic Development Manager, was directed to follow up on the fence issue at 28077 Sunset and the culvert issue at 18400 Wiltshire.

**11. Adjourn**

Commissioner Kantor moved to adjourn seconded Stansbery. Meeting adjourned at 8:55 pm