



Planning Commission Meeting Minutes

Tuesday, May 18, 2021 at 7:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

ZOOM REMOTE MEETING INFORMATION

Webinar ID: 996 6174 35249

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In accordance with Emergency Orders issued by the Michigan Department of Health and Human Services, Oakland County, local officials, and State of Michigan legislation, which allows for electronic meetings of public bodies, notice is hereby given that the City of Lathrup's Planning Commission will be meeting electronically using www.Zoom.us for videoconference and public access.

Call to Order at 7:00 p.m. by Chair Piotrowski

Commissioners Present:

- Mark Piotrowski, Chair
- Jason Hammond – Vice Chair
- Bruce Kantor, City Council Liaison
- Anna Thompson, Secretary
- Commissioner Wilbert Fobbs, III

Excused: Commissioner Les Stansbery

This meeting is being held remotely. All Commissioners who were present announced they are in Lathrup Village, Michigan, Oakland County with the exception of Anna Thompson who is located in Ann Arbor, Michigan, Washtenaw County.

Staff Present:

- Dr. Sheryl Mitchell, City Administrator, Scott Baker, City Attorney, Susie Stec, Community and Economic Development Manager, Yvette Talley, City Clerk

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Also Present: Eric Pietsch, Giffels, Jefferson Wiggins, US Rehab, Josh Scherzer -NCS Team,
Architect, Joe Westerbeke, ENG Inc., Ryan McEnhill, ENG, Inc. Terry Bindschatel,
Discount Tire

Pledge of Allegiance

All present joined in the Pledge of Allegiance.

Approval of Agenda

Motion by Board member Kantor, seconded by Board member Hammond to approve the Agenda.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

Approval of Meeting Minutes of April 20, 2021

Motion by Board member Kantor, seconded by Board member Hammond to approve the minutes of April 20, 2021 with a correction.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

Excuse Commissioner Les Stansbery

Motion by Commissioner Hammond, seconded by Commissioner Kantor to excuse Commissioner Les Stansbery from this meeting.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

Public Comment

None

New Business

A. Site Plan Review – US Rehab (26079 Southfield Road)

Eric Pietsch gave an overview and answered specific questions regarding the change of use for US Rehab. The change will be 1 story mixed-use facility 6,000 sq. ft. of which the proposed change of use will occupy 2,508 sq. ft. The previous use was a drycleaner changing it to a medical office-rehabilitation facility.

This property will have 37 parking spaces. Discussed parking requirements and whether or not they have the ability to take proper access from the alley. Jefferson Wiggins stated the back parking spaces will be used for employees. Their business has transportation services that will drop off and pick up patients. There will be no more than 5 patients there at a time. If the alley is needed for parking, the owner will have to obtain an encroachment license from the City. Susie Stec requested the applicant to do a survey to confirm the width between the alley and the parking lot to be sure the parking spaces are not encroaching on the alley.

City Attorney, Scott Baker stated that if Planning Commission decided to move this forward with conditional approvals that way, they won't have to come back to the Planning Commission next month. Most items can be administratively determined if they are compliant or not.

Motion by Commissioner Hammond , seconded by Commissioner Kantor to approve with the condition that a signed and sealed survey is delivered to the City for review and the administrative review of the survey supports the approval considering the zoning ordinance.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

B. Public Hearing - Special Land Use – Discount Tire (27000 Southfield Road)

Susie Stec gave an overview and answered specific questions. They appeared before City Council last month to receive a Class B non -conforming Zoning use determination to allow them to expand. They are proposing to build a small building addition for the storage of tires. As well as expand the parking lot in the adjacent residential lot for increase employee parking and to improve the overall general circulation of the site.

Chair Piotrowski opened the public hearing.

Beverly Banks & Wallace Banks – 17586 Sunnybrook Ave asked how far is parking lot extend into the neighborhood because they have a high volume of traffic coming down their street. How will the entrance/exit of the parking going to flow? Joe Westerbeke stated the total parking spaces will remain the same on the site. There should be no impact on the track flow on Sunnybrook. There are no additional services, no addition to the building so the total volume coming into the building should not change. Paved surface is expanding but the number of parking spaces will be the same.

Chair Piotrowski closed the public hearing.

C. Special Land Use Approval – Discount Tire (27000 Southfield Road)

Eric Pietsch gave an overview and answered specific questions. The property consists of 5 different tracts, commercial vehicular, mixed-use along service drive, parcel that's within R-1 Residential district that is proposed to be the expansion of the service parking. The applicant is proposing the service parking expansion, small addition on the north side of the building for dead tire storage. Also, there will be coordination for the utility line. The southern portion of the single-family adjacent lot does not have a wall that separates the commercial use from the single-family residential use. The Planning Commission may consider extending the southern portion of the wall to the east in order to make a connection to the existing wall that separates the single family from the commercial use and add landscaping. Chair Piotrowski stated the property area between fences has to be maintained.

Discussion of circulation through the site - Flow of the sight in terms of operations from 11 Mile – through Sunnybrook on the northside exit on Southfield Road to alleviate traffic problems. They have tried using arrows but it caused too much congestion on 11mile road. (once the lot is resealed, the arrows will be removed) Discussion parking drive lane flow - drive lane to the east and the alleyway to the west is being proposed to try to alleviate any blockage on the alleyway. This area will be employee parking. Discussion of water runoff – drain it between the wall and the parking lot which will go through an engineering review process.

Commissioner Kantor stated the following conditions: daily maintenance of trash pick-up, bumper blocks stay aligned on the parking lot, abate the nuisance noise of the service bell, closing the wall-to-wall connection facing south, transition of the appearance of the wall, landscaping along 11 mile-rain garden swales, traffic circulation plan be provided, position of the utilities, applicant maintain the space between the walls and the landscaping in the buffer area, set back dimensions of the dumpster location, provide a dressed-up finish to both sides of the wall.

Commissioner Hammond stated -speed bumps need to be in the right-of-way in the alley. Attorney Scott Baker said technically it would be a traffic control device that the city can come to an agreement with the applicant where the city can install them and sharing the cost with the applicant rather than to do an encroachment license. It's not an improvement but more of a traffic device feature of the alleyway. If it's determined by the Planning Commission that they wanted those, it can be done administratively.

Charles Batcheller- 17606 Sunnybrook Ave. (through chat) asked what will the wall on Sunnybrook look like, will it come to the sidewalk? Response: There is a buffer over 6ft from the edge of the sidewalk and there will be landscaping in the front along the wall to provide additional screening. The wall will be a concrete block construction. Mr. Batcheller asked if there is a wall in the city that he can look at to compare? Chair Piotrowski will look into the matter further and Susie Stec will contact Mr. Batcheller.

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Motion by Commissioner Kantor to recommend, seconded by Commissioner Hammond to approve the Special Land Use for Discount Tire (27000 Southfield Road) as a recommendation to City Council with the following conditions: daily maintenance of trash pick-up, bumper blocks stay aligned on the parking lot, abate the nuisance noise of the service bell, closing the wall-to-wall connection facing south, transition of the appearance of the wall, landscaping along 11-mile rain garden swales, traffic circulation plan be provided, position of the utilities, applicant maintain the space between the walls and the landscaping in the buffer area, provide standard parking dimensions and labeling parking, number proposed existing parking spaces in the site plan, document set back dimensions of the dumpster location, water retention as part of the engineering phase of the work and provide a dressed-up finish to both sides of the wall.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

D. Site Plan Approval – 27000 Southfield Road – Discount Tire

Motion by Commissioner Kantor, seconded by Commissioner Hammond to approve the site plan with the following conditions: daily maintenance of trash pick-up, bumper blocks stay aligned on the parking lot, abate the nuisance noise of the service bell, closing the wall-to-wall connection facing south, transition of the appearance of the wall, landscaping along 11 mile rain garden swales, traffic circulation plan be provided, position of the utilities, applicant maintain the space between the walls and the landscaping in the buffer area, provide standard parking dimensions and labeling parking, number proposed existing parking spaces in the site plan, document set back dimensions of the dumpster location, water retention as part of the engineering phase of the work and provide a dressed-up finish to both sides of the wall.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

E. Public Hearing-Zoning Text amendments – Chapter 5: Site Standards & Chapter 6: Development Review

Chair Piotrowski opened the public hearing.

There were no public comments.

Chair Piotrowski stated -Changing the language to be more flexible for a clearer direction and clear path for these certain responsibilities.

Chair Piotrowski closed the public hearing.

F. Discussion Zoning Text Amendments – Chapter 5: Site Standards & Chapter 6. Development Review

Susie Stec stated – maintenance of landscaping for (fence/swales) commercial property owners. Some of the changes in the development review are: reduction of number of physical plans applicants need to submit and standards for approval for establishments involving the manufacture or sale of any alcoholic beverages controlled by the Michigan Liquor Control Act, Public Act No. 58 of 1998 (MCL 436.1101 et seq.) or cannabis facilities regulated by the State of Michigan and Site Plan review applications and procedures – A pre-application fee, as established on the city's fee schedule, shall be paid prior to the pre-application conference. (the application fee is waived but if needed, it's there)

Motion by Commissioner Hammond, seconded to the Seconded by Commissioner Thompson to recommend to City Council the Zoning Text Amendments – Chapter 5: Site Standards & Chapter 6 Development Review.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

G. Establish Building Materials Study Group

Discussion of establishing a building materials study group. Jason Hammond and Mark Piotrowski volunteered for the study group. If other Planning Commission members would like to join, they are welcome to do so.

Motion by Commissioner Hammond, seconded by Commissioner Kantor to establish a Building Materials Study Group appoint Mark Piotrowski and Jason Hammond and reserve the right to add additional members at a later date.

Yes: Fobbs, Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

8. Old Business and Tabled Items

None

9. Other Matters for Discussion

Chair Mark Piotrowski, thanked Commissioner Anna Thompson for her contribution to the Planning Commission and wished her well in her future endeavors. Thanked Charito Hulleza for her second term of service to the Planning Commission. Susie Stec announced two new Planning Commissioners will join next month's meeting.

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10. **City Attorney Comments**

None

11. **General Communication**

A. **Giffels Webster Newsletter**

Susie Stec said – the hanging baskets arrived and there will be a planting party Saturday, May 22nd - 10:00 a.m. -1:00 p.m. Corridor clean-up Saturday, June 12th 9:00 a.m. -11:00 a.m. Juneteenth celebration will be Saturday, June 19th – 4:00 p.m. -8:00 p.m. for panel discussion, Diversity Challenge awards for businesses, community groups and residents (under 21 & over 21) There will be a cannabis open house Wednesday, May 26th –4:00 p.m. – 6:00 p.m. Community Room.

Adjourn

Motion by Commissioner Hammond, seconded by Commissioner Kantor to adjourn this meeting.

Yes: Fobbs. Hammond, Kantor, Piotrowski, Thompson

No: None

Motion carried.

The meeting adjourned at 8:57 p.m.

Submitted by Yvette Talley

Recording Secretary