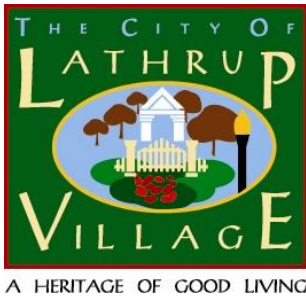


# Planning Commission Agenda

Tuesday, July 21, 2026 at 7:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Agenda**
5. **Approval of Meeting Minutes**
  - A. Planning Commission Study Session Minutes June 16, 2026
  - B. Planning Commission Regular Meeting Minutes June 16, 2026
6. **Public Comment**
7. **Old Business and Tabled Items**
8. **New Business**
  - A. Zoning Amendment - Artisan Manufacturing
  - B. Master Plan - Next Steps
9. **Other Matters for Discussion**
10. **General Communication**
11. **Adjourn**



# Planning Commission Study Session Minutes

Tuesday, June 16, 2026 at 6:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

## 1. **Call to Order** at 6:06pm

## 2. **Roll Call**

Present: Hillman, Nordmoe, Grewer, Abraham,

Also Present: DDA Director Colson, DDA Project Coordinator Kennedy, Clerk Emanuel, Attorney Baker

Absent: Clarke, Robinson, Hammond

## 3. **Approval of Agenda** not needed at Study Session

## 4. **New Business**

### A. Master Plan Update – Parks & Recreation

Hannah Prins and Eric Pietsch of Giffels Webster went over the discussion of the Parks and Recreation Plan and the Sustainability and Resiliency Chapter from the 2021 Comprehensive Plan.

Planning Commission members, DDA Director Colson, and DDA Project Coordinator Kennedy discussed:

- Importance of Green spaces
- Having Activities and possibly Dance classes that are here or nearby and not far away for residents and their families
- As a small Community we are not really competitive with our Parks and Recreation activities with larger communities
- Finding ways to get neighbors including: Seniors, families with Children, and all residents involved
- Working on Parks that have equipment
- Returning things to their natural state and not having to mow or clear/maintain them
- Intercommunications between Nature, Tree, Parks and Recreation, and other groups tied into the discussion of the Master Plan
- A maximum lot coverage - amount of non-permeable surface area of the lots (that do not allow liquid water to pass through)
- Heavy reliance on ditches in our City and flooding
- Ordinance targeting parking pads and circle drives, to limit non-permeable places
- Giving direction/options on what residents can do for additional parking including permeable parking surfaces

- Some Cities are utilizing smaller drain holes and making the streets the 1<sup>st</sup> defense for the drain system/storm water system
- More frequent heavy rains
- Examples of other City's mission statements
- Emphasizing feedback that has been received in the goals
- At Open House, we will be showing residents updated Goals, that they can provide feedback on
- Making the Goals more measurable SMART Goals (Specific Measurable Achievable Relevant Time-based Goals)
- Possible action item of Park maintenance (example clear out areas so the Park is easier to see, safer because of the visibility)

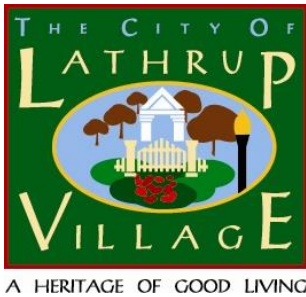
## 5. **Public Comment**

Jonathan Tara, expressed in part: sound/audio measurements and Commission members speaking up, so there is good speech intelligibility (the clarity with which a person's spoken words can be understood by a listener).

Bruce Kantor, expressed in part: a major problem with water in the City is getting the water to the storm water system.

John Sousanis, expressed in part: to look at Parks wholistically, with some parks as greenspace and some with swings (equipment), and getting into specificity by the July meeting to have something to react for or against, and that he thinks the most useful things are worded like guidance/guidelines for future ordinances.

## 6. **Adjourn** at 6:52pm



## Planning Commission Minutes

Tuesday, June 16, 2026 at 7:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

### 1. **Call to Order** at 7:04pm

### 2. **Pledge of Allegiance**

### 3. **Roll Call**

Present: Hillman, Nordmoe, Abraham, Grewer

Also Present: DDA Director Colson, DDA Project Coordinator Kennedy, Clerk Emanuel, Attorney Baker

Absent: Clarke, Robinson, Hammond

Motion by Commissioner Abraham, seconded by Commissioner Nordmoe to excuse Commissioners Hammond, Clarke, and Robinson absences.

Yes: Hillman, Nordmoe, Abraham, Grewer

No: n/a

Motion carried

### 4. **Approval of Agenda**

Motion by Commissioner Abraham, seconded by Commissioner Nordmoe to approve the agenda.

Yes: Hillman, Nordmoe, Abraham, Grewer

No: n/a

Motion carried

### 5. **Approval of Meeting Minutes**

#### A. April & May Meeting Minutes

Motion by Commissioner Nordmoe, seconded by Commissioner Abraham to approve the April and May meeting minutes.

Yes: Hillman, Nordmoe, Abraham, Grewer

No: n/a

Motion carried

### 6. **Public Comment**

John Sousanis, expressed in part: The importance of attendance of Planning Commission members and the amount of participation required for members, and suggested that if members can't regularly make meetings perhaps they could volunteer in another capacity.

## 7. **New Business**

### A. Master Plan Update – Survey Results

Hannah Prins and Eric Pietsch of Giffels Webster went over Survey responses and discussed:

- Having SMART Goals
- Housing Survey and Housing Goals
- The Master Plan revision, written in a way to protect single family home neighborhoods
- Transportation survey
- Economic Development Survey
- Future Land Use and providing a form for the Planning Commission related to this topic

Planning Commission members, DDA Director Colson, DDA Project Coordinator Kennedy, and Attorney Baker discussed:

- Options for Seniors to age in place
- The importance of the comments from the Open Response area of the surveys, and the added details/information in those responses
- Contradictory responses and how to navigate/handle those
- How to handle survey information when there is no consensus on the surveys/split opinion,
- Making action items to do more research as needed
- Emphasis on property taxes and School District concerns
- Lathrup is landlocked
- Allowing the option for a Mother-In-Law Suite and confusion of about possible apartment development in the neighborhoods, and the need for clear goals
- Community Character Goal – and it not being up for revision
- Complete Streets and Lathrup Village, our sidewalks don't connect
- Bus service to Downtown
- Access points
- Wider sidewalks for both pedestrians walking and riding bikes
- Safety points emphasized in survey reactions over other transportation topics
- Issues from City Hall to Ten Mile on Southfield Road, impacting residents trying to get into their neighborhoods and safety concerns related to trying to turn into neighborhoods off of this area of Southfield Road
- Traffic patterns and if they will change after the 696 construction ends
- Transportation network that respects the quiet neighborhoods that we should have in our City
- Emphasis on businesses that can enhance the quality of life for Lathrup Village residents
- Description of the weighted average for the surveys
- Changing zoning of some houses from the Village Center classification

## 8. **General Communication**

### A. Site Development Update

DDA Director Colson and DDA Project Coordinator Kennedy gave an update on the status of site developments.

DDA Project Coordinator Kennedy and Attorney Baker, discussed where (zoning) duplexes are allowed in Lathrup Village.

## 9. Public Comment

Jonathan Tara, expressed in part: that he will miss DDA Director Colson, and that he admired the way he quickly, concisely, and completely moved the meetings along and wished him well. Mr. Tara expressed that he was encouraged by the median results and converting areas of the Village Center to housing.

John Sousanis, expressed in part: that he enjoyed the work/discussions and focus of the recent meetings, inquired why the presentations are not in the packets so people can follow along, he thinks the Planning Commission should have been involved in the survey questions to begin with, suggested that it would be helpful to show what the mode was when presenting on a mean, and referenced Community Character and the interaction between the Downtown area and the residents.

Commissioner Hillman commented in part:

- Noted for new members that the regular Planning Commission meetings are different than the meetings revolving around the Master Plan
- Expressed thanks to DDA Director Colson for his hard work and important contributions
- The meetings have been long and the (Planning Commission) has done a good job contributing in them
- He is confident that the Master Plan coming out of this process will be less general and be a lot more in the flavor of Lathrup Village
- Looking forward next time around, the Planning Commission will be more involved in the structure of how the process goes and be more involved at all stages of the process
- To Mr. Sousanis, that the Planning Commission used to have an unexcused absence problem and they went to the rule book, for future meetings they might go back and define the rules

DDA Director Colson, referenced that in the bylaws that there is a requirement that members attend at least 2/3 of meetings or they can be removed by Council

## 10. Other Matters for Discussion None

## 11. Adjourn

Motion by Commissioner Nordmoe, seconded by Commissioner Abraham to adjourn the meeting at 9:56pm.

# memorandum

**DATE:** July 17, 2026  
**TO:** Lathrup Village Planning Commission  
**FROM:** Eric Pietsch, Hannah Prinz, & Jill Bahm, Giffels Webster  
**SUBJECT:** Zoning Amendment – Artisan Manufacturing

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## Introduction

### What prompted this amendment?

The Downtown Development Authority of Lathrup Village has been pursuing efforts to introduce small-scale production into the business corridors of the city. With the ongoing update of the Master Plan, the goal is to ensure there will not be any confusion between the work being done through the Master Plan update and the separate work being doing with Recast City. The 2021 Master Plan speaks about considering flexibility in the commercial corridors. Given that spirit and the positive feedback communicated by the Planning Commission thus far, we are pursuing potential amendments to the zoning ordinance that would allow for artisan manufacturing uses in specific districts in Lathrup Village.

## Current Ordinance

The ordinance is silent related to artisan manufacturing uses.

## Considerations

### What are the appropriate zoning districts that may allow artisan manufacturing uses?

**Article 3. Zoning District.** Initially, the Mixed-Use district was the focus for implementing artisan manufacturing; however, the Office and Commercial Vehicular districts are also being considered.

- The Mixed-Use district is intended to allow flexibility in the redevelopment of property along Southfield Road, where frontage lots limit the availability of parking and compliance with buildings setbacks. This district encourages pedestrian-oriented design, and compliments the Village Center district.
- The Office district is designed to provide sites for professional office uses and commercial activities that support those users. These districts are located in areas which abut and have direct access to freeways and major thoroughfares so as to provide for off-street parking, somewhat more intense land use activity adjacent to residential areas. This district is designed to encourage innovation, variety, and quality design. Attractive landscaping is desired so as to be in harmony with such adjacent residential uses.
- The Vehicular Commercial district is intended to provide automobile-oriented commercial uses that typically create higher trip generation along major intersections within the city, where potential adverse impacts on adjacent uses may be minimized.

## Summary / Recommendation

This proposed amendment to the Office, Commercial Vehicular, and Mixed-Use districts of Lathrup Village takes the vision and intent of the Master Plan into strong consideration. The evolution of economic conditions in recent years has brought to light challenges when developing commercial and retail tenant lease spaces. Observed trends in commercial and office uses finds there to be a need for adaptive reuse of existing building stock, providing available sites for makerspaces and shared spaces for small vendors and businesses, a shift toward hybrid work and work-from-home resulting in an increase in office supply, and the desire for live-work space, co-working spaces, and business incubators.

This amendment strives to continue to pursue a walkable sense of place for the commercial corridors that extend beyond the city's central core. We propose that the Planning Commission consider the language in the draft amendment below, make modifications where it is seen as fit prior to establishing a public hearing at a future Planning Commission meeting.

## **Amend Article 2, Definitions, to add Artisan Manufacturing as a defined term.**

Section 2.2. **Artisan Manufacturing.** The shared or individual use of hand-tools, mechanical tools, and electronic tools for the manufacture of finished products or parts including design, processing, fabrication, assembly, treatment, and packaging of products; as well as the incidental storage and distribution of such products. All limited artisan manufacturing uses shall have a storefront for sales, and the size and impact of the use shall be consistent with other retail and offices uses in the district. Typical artisan manufacturing uses include but are not limited to electronic goods; food and non-alcoholic beverage production; printmaking; household appliances; glass blowing, leather products; jewelry and clothing/apparel; metal work; furniture; glass or ceramic production; paper manufacturing.

## **Amend Article 3, Zoning Districts to add Artisan Manufacturing as a principal permitted use in the Office, Commercial Vehicular, and Mixed-Use districts.**

Section 3.1.5.B.xiv Artisan Manufacturing.

Section 3.1.6.B.xxiv Artisan Manufacturing.

Section 3.1.8.B.xvi Artisan Manufacturing.

## **Amend Article 4, Use Standards, to add a new standard:**

Section 4.22 Artisan Manufacturing

Artisan manufacturing may be permitted in the Office, Commercial Vehicular, and Mixed-Use districts subject to the following requirements:

1. All activities shall be conducted completely within a building.
2. No outdoor storage of materials is permitted.
3. An accessory retail sales area, or similar customer space for classes, lessons, and similar instructional activities is required.
4. No artisan manufacturing use or uses in a mixed-use building shall be permitted on a floor above a residential use.
5. Coffee roasting facilities shall comply with the following:
  - A. Will be permitted to operate one or more small batch roasting machines with a collective maximum capacity of processing 50 pounds of green coffee beans per hour. All coffee roasting equipment and equipment installation must be approved by the Building Official.
  - B. Must be equipped with an associated afterburner (or equivalent) approved by the Building Official.
  - C. All roasting shall take place inside with no noise, smoke, or odor, associated with the roasting process observable off of the premises. The approved afterburner or equivalent shall be connected at all times to the coffee roasting equipment while it is in operation.
  - D. Should the noise, smoke or odor from the coffee roasting equipment be determined to be a nuisance by the City, the owner is required to install additional corrective equipment, as may be recommended by the manufacturer and approved by the Building Official, to eliminate the smoke and odor. The coffee roasting equipment

may be subject to removal should corrective actions fail to adequately mitigate the disturbance.

- E. The applicant shall ensure that the coffee roasting equipment is properly operated and maintained at all times. The applicant should practice routine operating and maintenance procedures as recommended by the equipment supplier(s) and consistent with recognized industry best practices.
- F. No equipment, inventory, or supplies may be stored outside.
- G. Any changes to the plans and specifications upon which approval is based, other than those required by the above conditions, will require submittal of an application for modification and approval of that application prior to commencing any change.

**Amend Article 5, Site Development Standards, to add a new off-street parking standard:**

Section 5.13.14.C.xvi. Artisan Manufacturing: one space per 1,500 square feet of gross floor area.

**Amend Article 5, Site Development Standards, as follows:**

Section 5.14 – Nuisances Prohibited

The occupancy or use of any lot or premises in such fashion as to constitute an actionable nuisance in fact, as defined by the common law of this state, which is injurious to two or more persons, is prohibited. **Standards of the city code, Chapter 46, also apply.**