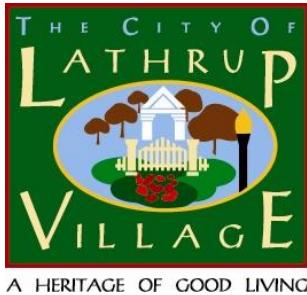


A HERITAGE OF GOOD LIVING

Planning Commission Agenda

Tuesday, January 20, 2026 at 7:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Agenda**
5. **Approval of Meeting Minutes**
 - A. December Meeting Minutes
6. **Public Comment**
7. **Old Business and Tabled Items**
8. **New Business**
 - A. Officer Elections
 - B. 2025 PC Annual Report
 - C. Battery Energy Storage System Ordinance Clarification
 - D. Master Plan Update – Action Strategies
9. **Other Matters for Discussion**
10. **General Communication**
 - A. Site Development Update
11. **Adjourn**



Planning Commission Agenda

Tuesday, December 16, 2025 at 7:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** at 7:04pm by Chair Hillman
2. **Roll Call**

Present: Chair Hillman, Commissioner Nordmoe, Commissioner Robinson, Commissioner Abraham

Others Present: DDA Director Colson, Community Economic Development/DDA Project Coordinator Kennedy, Attorney Baker, Eric Pietsch of Giffels Webster, Jill Bahm of Giffels Webster, Hannah Prins of Giffels Webster, City Clerk Emanuel

Absent: Commissioner Scussel, Commissioner Hammond, Commissioner Clarke

Motion by Commissioner Abraham, seconded by Commissioner Robinson, to excuse Commissioner Scussel and Commissioner Hammond.

Yes: Robinson, Nordmoe, Abraham, Hillman

No: N/A

Motion carried.

3. **Approval of Agenda**

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

Yes: Robinson, Nordmoe, Abraham, Hillman

No: N/A

Motion carried.

4. **Approval of Meeting Minutes**

- A. November Meeting Minutes

Motion by Commissioner Nordmoe, seconded by Commissioner Robinson to approve the minutes from the October 21, 2025 meeting.

Yes: Robinson, Nordmoe, Abraham, Hillman

No: N/A

Motion carried.

5. **Public Comment** None
6. **Old Business and Tabled Items** None
7. **New Business**

A. 2026 Meeting Dates

Motion by Commissioner Abraham, seconded by Commissioner Robinson, to approve the 2026 meeting dates.

Yes: Robinson, Nordmoe, Abraham, Hillman

No: N/A

Motion carried.

B. Master Plan Update: SWOT Analysis Review

Hannah Prins of Giffels Webster presented a slide show and went over the SWOT results from the joint meeting, Eric Pietsch and Jill Bahm of Giffels Webster presented a slide show and reviewed the 2021 Comprehensive Plan and some points were:

- A Comprehensive Plain is a long-range vision for the future of the community
- It will serve as a guide for how the city can become the place it strives to be.
- Provides a framework in making big-picture decisions.
- Directs development in different areas of the community.
- Promotes and strengthens valued community assets and encourages new partnerships and opportunities.
- Regarding this Master Plan Review:
 - This is not a full rewrite, just updating what we have
 - Taking into consideration what we have done the last 5 years
 - What areas do we need to take into more consideration
 - Parking requirements, off street parking
 - Elements of the Community
 - The Built Environment
 - The Local Economy
 - Infrastructure and Mobility
 - Bus transit as an asset and make connections regionally
 - The Natural Environment
 - Areas to protect the Natural Environment
 - The Social and Cultural Fabric
 - The things that make up our community
 - The 4 sections of the City that are separated by Southfield Rd and 696
 - The impact of Southfield Rd. – purposed to efficiently get vehicles North and South
 - Historic aspects of/in the City
- Public participation – getting Residents and Business owners to come and share their opinion
- The Vision, and if we want to make revision or continue on with the same Vision
- Goals of the Vision and aligning it with Policy and Zoning codes.

- Goals help decide land-use decisions, allocating resources, and providing leadership in land use and Community Development.
- Community Character: “An authentic positive identity for the City that is reflected in residential neighborhoods as well as along commercial corridors that focuses on a mixed use, multiple story, walkable downtown for the city.
- Recreation facilities/programming that meet the needs of and are accessible to all residents; well-maintained infrastructure that meets the needs of current and future residents, businesses and visitors; and excellent public services and more
- Transportation/Complete Streets – maximize their potential for all not cars/mobility options for residents of all ages and abilities
- Housing-Attractive Safe Quiet well maintained neighborhoods; with diversified range of housing
- Future Land Use Map, current and future

Chair Hillman, Commissioners, DDA Director Colson, CED/DDA Project Coordinator Kennedy, and Attorney Baker discussed in part with the Giffels Webster team:

- Not having packet before this meeting and why they did not have it
- How an item that after discussion can move up in importance
- Master Plan is available on the website
- Commercial Development – goal of employed workforce – as it relates to our City with many retirees – and the goal to employ residents in Businesses here
- This is a Kickoff meeting (just a review as we begin this multi meeting/multi chance for input process)
- Not wanting Giffels Webster to rely on granular material based on small feedback thus far
- This is the City’s plan, not Giffels Webster’s Plan, they only put together what they get from the City and Resident’s input
- Requirement to Review the Master Plan every 5 years
- Giffels Webster wanting feedback/input from the Community on what they really want in Lathrup Village
- Alignment in relation to the Zoning Map and Future Land Use Map
- Changing the color coding on the Maps for individuals who are Color Blind
- Small office use not as relevant as it was before
- Potential obstacles and Related Considerations in the Plan
- Collective effort to revisit and prioritize these goals
- Commercial development - Thriving local business a convenient selection of goods and services
- Engagement forms; Surveys, Open House, Online: open comments for survey questions by topic
- The 5 Planning neighborhoods – Upper NW, Lower NW, SW, NE, and SE and the difference in size of the neighborhoods – relations walkable Parks in all the Neighborhoods
- Housing concerns and cost of housing
- Possibly bringing in Town Houses and how that could benefit some Seniors
- Conversion of Businesses to Lofts
- Access to past Surveys to see the progression of how the requests/questions have changed
- Understanding what (revisions) will mean to Residents from an economic perspective - will taxes go up - will LV still be affordable
- Demographics, Population has changed and wealth has changed
- Different economic setting we are in, versus before

- Empty office spaces on Southfield Rd.
- City Clerk, Emanuel shared Business Owner's concerns based on the uniqueness of many bi-level Office Buildings that are not ADA compliant
- Opportunities for all Board members and all residents to share a "jam session" of what doesn't fit in 2025
- Age of housing and housing values
- The City of Birmingham being a Real Estate destination
- Making sure the information from the first meeting is available
- After tonight's Public Comments, tallying up their items of concern
- What Median works best for Public Engagement

8. Public Comment

Shelly Reeves, California NE, expressed in part: that her property falls Village center, and wanted to know what that means/potential impacts.

Jonathan Tara, expressed in part: question about items on the Future Land Use Map, including the City Center and the established housing right across the street, and asked if anyone can share where the Blue Prints for the: drainage, sewer, and ditch systems were located.

Roger Lynn, San Jose Blvd., expressed in part: that Bigby Coffee, Jagged Fork, and Middle Eats he sees as improvements on Southfield Road, it would be good to tap in on people coming through Southfield Rd., that Green spaces are available like the Triangles, that are now overgrown areas, but he would like to see picnic tables and playgrounds, with them updated to ADA standards.

Billy Whitehouse, Saratoga, expressed in part: the surveys should be no more than 5 questions, to control the speed on Southfield Rd., we can look at Livernois Road in Detroit, and to create a downtown community for future businesses similar to downtown Brighton, and the price of starter homes.

Autumn Sousanis, Rainbow Dr., expressed in part: her disappointment in the lack of outreach before the first initial launch, that it seemed like a Committee and Council event in the Newsletter, it wasn't a SWOT at all, but data with a low turn out is being presented from it, we need to do it correctly with residents input, and different guidelines based on that input, and she mentioned Parks and an Art Center, and that she doesn't want Giffels Webster to run the meetings, she wants us (the City) to, run them with Giffels Webster to facilitate it.

Ian Ferguson, Lathrup Blvd., expressed in part: that he believes it should be noted that the Lathrup Village Police Department is Certified in the Master Plan Review, since not all City Police Departments are Certified and also noting that Southfield Public Schools are on par with Birmingham. Mr Ferguson, also mentioned people are not shopping outside they are online, but there are pop ups, and the need to engage Business owners for the OT in SWOT.

John Sousanis, Rainbow Dr., expressed in part: that it would be extremely helpful if we understood, what the long process was going to be, look at, and where points for input and data collection will be.

Billy Whitehaouse, expressed in part: questions about where the 2021 PDF could be found, where the past PDFs could be found and if a Central depository can be used going forward.

Rod Tamarelli, expressed in part: that he was dismayed after reviewing the 2021 Master Plan to see the small amount of responses that it was built on.

Attorney Baker shared that the desire from the Road Commission in the past has been not to slow down, but move traffic as fast as possible, and residents came out in full force against that, but the City has little input in what the County does with their roadways, including the amount of turn arounds

Chair Hillman commented in part:

- To give some attention to residents living in Village Center when looking at Future Use Map
- (To Mr. Tara) that none of us have access to the blueprints
- (To Mr. Lynn) the Triangular greenspaces have come up in previous Planning Commission meetings and bids are paused, yet he believes we should give special attention to them as they are blank canvases
- (To Mr. Ferguson) regarding the Southfield Public Schools, and having a conversation with them since McIntosh is closing and the neighborhood is right next to it
- Encouraged a multi approach for the Community to come together, that is well broadcasted/advertised in advance
- The Community wants a timeline of events what comes first and next...
- Referenced the City of Southfield approved plans for a Data Center on 11 Mile Rd.
- Mentioned Sterling Heights is working to enact an Ordinance to regulate Crypto Currency ATMS, following Grosse Pointe Farms, and Lathrup Village

Jill Bohm of Giffels Webster commented in part:

- Thanks to the Planning Commission
- This was intended to be a preliminary event,
- They have several notes to take back with them
- On the Project website, they will include the City's Master Plan and will put some historical things up there too
- She likes having both online and in person opportunities for input

DDA Director Colson, shared that the Project Website is live now, anyone can access this Project devoted site.

9. General Communication

A. Site Development Update

DDA Director Colson commented in part:

- That preengineering must be done before any shoveling grant funds can be received, so the preengineering of Southfield Road becoming a Boulevard that was not approved by City Council yester, delays that
- Gave updates on the status of development projects
- Shared that he and CED/DDA Project Coordinator Kennedy have been working to put markings at Lathrup Blvd., and 11 Mile due to Safety concerns

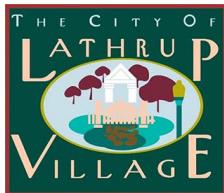
- Mentioned a new opportunity connected to MML and the Michigan Economic Development Corporation and Main Street Oakland County, for a 10 month training program to create an Economic Development strategy for Downtown
- The Triangle Parcel North of us belongs to the DDA Board, and they have given direction to work with an Urban Nursery

Commissioner Robinson commented in part:

- Putting traffic signs on the lights, at 696 and 11 Mile Road as well as the road markings and that
- That Chair Hillman should keep his Chair position

10. Adjourn

Motioned by Commissioner Nordmoe, seconded by Commissioner Abraham to adjourn at 9:16pm.



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

MEMORANDUM

To: Planning Commission
 From: Austin Colson, CED/DDA Director
 Date: January 20, 2026
 RE: Officer Elections – Planning Commission

Purpose

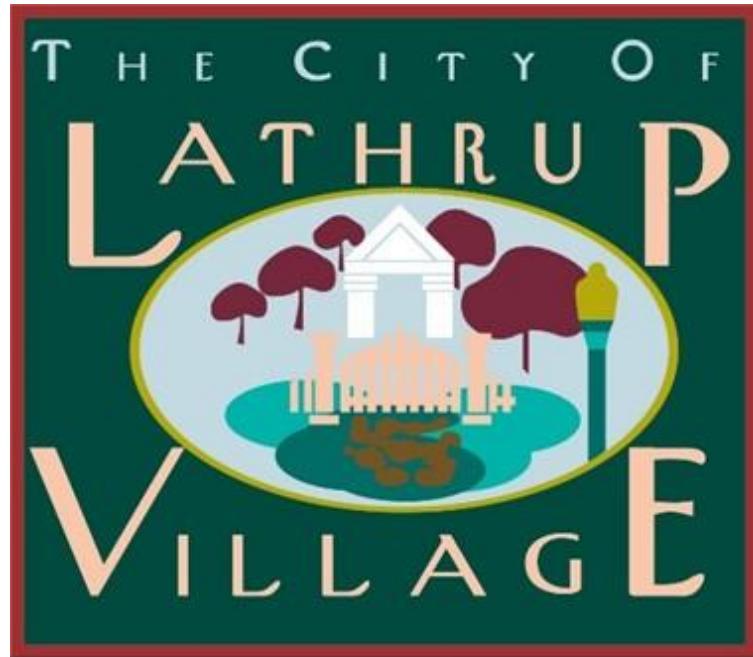
This memo provides notice and guidance for the election of Commission officers at the upcoming Planning Commission meeting. Per the Commission's Rules of Procedure, the body elects a Chair, Vice-Chair, and Secretary from among its members; officers serve one-year terms and are eligible for re-election.

Process & Roles (summary)

Elections are held at a regular meeting, traditionally the first regular meeting in January, or when vacancies require reorganization. Nominations are made from the floor, followed by a motion and a majority vote for each office. Officers serve for one year or until successors are elected. If the Chair vacates the office, the Vice-Chair assumes the role of Chair; if the Vice-Chair vacates or succeeds to Chair, the Secretary assumes the role of Vice-Chair. In the event of further vacancies, the Commission holds a special election to fill the open officer position.

Suggested Motions

1. "I move to elect [Name] as **Chair** of the Planning Commission for a one-year term."
2. "I move to elect [Name] as **Vice-Chair** of the Planning Commission for a one-year term."
3. "I move to elect [Name] as **Secretary** of the Planning Commission for a one-year term."



A HERITAGE OF GOOD LIVING

2025 Planning Commission Annual Report

January 2026

2025 Planning Commission Annual Report

Introduction

The Lathrup Village Planning Commission plays a vital role in shaping the city's future by guiding land use decisions, reviewing development proposals, and ensuring compliance with local and state regulations. In accordance with the Michigan Planning Enabling Act (P.A. 33 of 2008, as amended), the Commission is required to prepare and present an annual report to the City Council. This document serves not only to fulfill that requirement but also to highlight the Commission's accomplishments, key projects, and planning initiatives throughout 2025.

Comprised of seven members with expertise in architecture, business, finance, city planning, and education, the Planning Commission brings a diverse range of perspectives to its decision-making process. This collective knowledge ensures balanced, well-informed deliberations that support responsible growth and development in Lathrup Village. The Commission remains committed to fostering a sustainable, vibrant, and well-planned community while maintaining transparency and public engagement in all planning efforts.

2025 Planning Commission Roster *(as of December 31, 2025)*

The composition of the Planning Commission saw extensive changes in 2025. With the retirement of longtime member and former chairman Les Stansbury, and the resignation of William Fobbs III, as well as the term for Mark Dizik ending all happening within two months of each other in 2025. This left three vacancies that would be quickly filled by Sharon Abaraham, Jerianne Clarke and Jo Robinson.

Name	Term Ending
Jason Hammond, City Council Liaison	
Sharon Abaraham (Vice Chair)	2028
Jerianne Clarke (Secretary)	2028
Jo Robinson	2028
Tim Hillman (Chair)	2027
Dennis Nordmoe	2027
James Scussel	2026

Community & Economic Development Department Staff

Austin Colson, Community & Economic Development Director

Thomas Kennedy, Community & Economic Development Project Coordinator

The City of Lathrup Village receives planning and zoning services through its partnership with Giffels Webster (GW). The GW team provides essential support to city staff by handling technical planning and zoning inquiries, including phone calls, emails, and in-person visits.

In addition to daily assistance, GW is responsible for preparing reviews, memoranda, and reports for the Planning Commission, Zoning Board of Appeals (ZBA), and City Council as needed. They also attend all Planning Commission meetings and participate in City Council meetings upon request. They have also taken the lead on Lathrup Village's Master Plan update process, freeing staff to handle day-to-day duties.

The GW team is led by Jill Bahm, AICP, a partner at Giffels Webster, with support from Eric Pietsch, senior planner, and the GIS team, ensuring that the city's planning and zoning efforts are well-coordinated and effectively managed.

2025 Department Activities

Development Reviews

In 2025, the Planning Commission reviewed four (4) site plan reviews, five (5) zoning amendments, and the Zoning Board of Appeals considered one (1) application.

Site Plan Reviews. Site plan review is conducted when applications are submitted for new construction, building additions, or changes in land use. This process ensures that proposed development complies with the objective standards of the City's Zoning Ordinance, including requirements related to setbacks, landscaping, lighting, and parking. These standards are largely non-discretionary and are applied consistently to evaluate conformity with adopted regulations.

During 2025, the Planning Commission reviewed site plan applications for a range of commercial and redevelopment projects along the Southfield Road corridor. These projects included new commercial establishments, expansion of existing restaurant space, and the adaptive reuse of a historic building for mixed-use and residential development. Collectively, these projects reflect continued reinvestment in existing commercial spaces and the preservation of community assets.

The site plans reviewed included:

- 26021 Southfield, Ste 103 – Screen printing business
- 26710 Southfield Road – Prepared meal retail company.
- 27651 Southfield Road – Restaurant interior seating expansion.
- 27700 Southfield Road – Adaptive reuse of historic building for mixed-use and residential.

Special Land Uses. Certain land uses may be permitted in designated areas of the City through the Special Land Use process, subject to compliance with the standards established in the Zoning Ordinance. These standards include both general criteria and use-specific requirements. While many of the standards are objective and applied consistently, others require the exercise of discretion by the Planning Commission during its review.

A site plan is required for all Special Land Use applications to demonstrate compliance with applicable zoning requirements. The Planning Commission reviews the site plan and forwards a recommendation to the City Council regarding the Special Land Use request. No Special Land Use applications were submitted in 2025, following the approval of two Special Land Uses in 2024 related to the sale of alcoholic beverages.

Public Input/Public Hearings.

The Planning Commission meetings are open to the public, and “Public Comment” is an agenda item at every meeting. Public hearings are required for Planned Unit Developments (PUD), special land use, and rezoning applications.

Zoning Updates

In 2025, the Planning Commission reviewed, held public hearings on, and recommended approval of four zoning ordinance amendments aimed at addressing emerging land use issues, protecting public health and safety, and ensuring consistency with the City’s Master Plan. Collectively, these amendments focused on regulating uses with potential community impacts while maintaining flexibility for appropriate redevelopment.

Two amendments addressed financial-related uses, including cryptocurrency automated teller machines (ATMs) and money service businesses. The cryptocurrency ATM amendment established definitions, limited the use to specific zoning districts as an accessory use, and adopted consumer protection standards such as licensing, required disclosures, fraud warnings, transaction limits, and enforcement provisions. The money service business amendment introduced formal definitions, restricted the use to the Commercial Vehicular (CV) zoning district as a Special Land Use, and imposed a minimum one-mile separation requirement to prevent overconcentration.

Additional amendments focused on land use compatibility and long-term planning goals. New regulations for solar energy systems and battery energy storage systems established comprehensive standards for installation, screening, inspection, and decommissioning, supporting sustainability while protecting public safety. The Planning Commission also recommended an ordinance regulating small box retail discount stores, limiting the use to the Commercial Vehicular (CV) district as a Special Land Use and requiring one-mile separation between stores to evaluate impacts on grocery access and surrounding businesses.

Other Highlights

- The Community & Economic Development Department continues to have discussions about long-range improvements to Southfield Road with the Road Commission for Oakland County (RCOC).
 - City staff are looking into the GM on Main grant, which would provide the city funds to work on road projects up to \$60,000. These projects must be designed to make safer streets/roads within a community, and only communities in counties that house a GM facility can apply.
- The Community & Economic Development Department continues its collaboration with Main Street Oakland County (MSOC) to develop redevelopment strategies and provide organizational support. Additionally, in affiliation with the City of Southfield's DDA and Oak Park's Corridor Improvement Authority, the Tri-City Partnership works to support local business communities by offering educational workshops, seminars, and networking mixers throughout the year.
- Lathrup Village's DDA Staff have reacquired Redevelopment Ready Certification through the MEDC, which opens up access to grant opportunities, training opportunities, and promotions for the city's businesses, and provides technical assistance for city staff and the city overall, including board/commission members.

Meetings

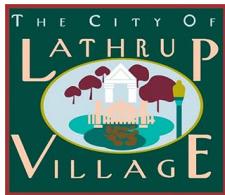
Body	Number of Meetings
Planning Commission	11
Zoning Board of Appeals	2
Joint City Council, Downtown	
Development Authority & Planning Commission	1

The Year Ahead

The Comprehensive Plan includes zoning action strategies that recommend specific updates to the Zoning Ordinance to support the city's evolving needs. In 2025, significant progress was made on zoning amendments aimed at expanding housing options and promoting sustainability within Lathrup Village.

The Planning Commission will act as the overseeing body during the city's Master Plan update. This update is planned to be more extensive than the one prior, conducted during the COVID-19 Pandemic in 2020, and during Pandemic Lockdowns. The goal will be to illicit greater levels of public feedback than prior years.

While the Planning Commission, Giffels Webster and City Staff all tackle the Master Plan, city staff will be attempting to form partnerships with local and county groups to craft an overlay district that supports artisan crafts, small-scale manufacturing, supports and promotes maker spaces, while also supporting local businesses already in the city by allowing them to start their own small-scale manufacturing or artisan craft within their building. This also supports our local property owners who may be having difficulties in acquiring businesses to rent their buildings. This provides an avenue for new, fresh markets to plant their roots in the city, lowering vacancy rates while increasing taxable revenue.



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

To: Lathrup Village Planning Commission

From: Tom Kennedy – Community & Economic Development/DDA Project Coord.
 Austin Colson – Community & Economic Development/DDA Director

Date: January 13, 2026

RE: Solar Energy Systems Amendments

In late December 2025, the Lathrup Village Downtown Development Authority (DDA) received an inquiry regarding the recently adopted Solar Energy Systems Ordinance requesting clarification of certain provisions. Following further review, City staff, the City Attorney, and residents identified areas where additional clarification may improve administration and long-term effectiveness.

These proposed amendments do not change the overall intent of the ordinance. Rather, they seek to refine specific provisions related to Battery Energy Storage Systems (BESS), particularly regarding placement, feasibility, and applicability.

Three amendments are presented for review. One is a standalone amendment, while the remaining two address the same policy area using different regulatory approaches. Staff is presenting both options to allow the Planning Commission to determine which approach best aligns with the City's goals.

The amendments are presented for Planning Commission review and discussion and, at the Commission's discretion, recommendation to City Council. Commissioners are encouraged to ask questions and provide feedback during this discussion.

Amendment Review

Amendment 1 (Standalone):

Section 5.17.3.6

Applicability of Battery Energy Storage System (BESS) Regulations

The standards and requirements of this section apply exclusively to permanently installed Battery Energy Storage Systems, including systems that are fixed, mounted, bolted, hardwired, or otherwise intended for long-term stationary use as part of a solar or electrical system.

This section does not apply to:

- a. **Electric vehicles**, including electric or plug-in hybrid vehicles, and their onboard batteries;

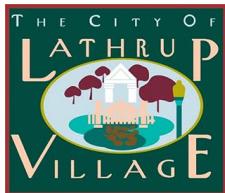
Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

- b. **Portable or mobile battery units** that are not permanently installed or hardwired to the structure;
- c. **Portable electric generators or temporary power storage devices** intended for short-term or emergency use.

Electric vehicles and portable energy devices are regulated separately under applicable building, fire, electrical, and vehicle codes and are not considered Battery Energy Storage Systems for purposes of this ordinance.

Amendment 2:

Section 5.17.4.4b

“Not Feasible”

For purposes of Section 5.17.4(5), *not feasible* shall mean that installation of a Battery Energy Storage System (BESS) within a detached accessory structure is impractical or unreasonable due to one or more of the following conditions, as determined through administrative review:

a. No Existing Detached Structure:

The property does not contain an existing detached accessory structure suitable for housing a BESS, and construction of a new detached structure would be impractical due to site constraints (ex: lot size, storage structure size, BESS size, etc.).

b. Structural or Safety Limitations:

An existing detached structure lacks sufficient space, structural integrity, ventilation, fire separation, or code-compliant conditions necessary to safely house a BESS and cannot be reasonably modified to meet applicable building, fire, or electrical codes.

c. Lot Size or Site Constraints:

Lot size, required setbacks, easements, or other physical site limitations prevent the placement, expansion, or construction of a detached structure capable of safely housing a BESS.

d. System Size and Design Considerations:

The proposed BESS is a smaller, wall-mounted, or modular system intended for limited energy storage or load balancing (and not designed for whole-home backup), and is specifically listed by the manufacturer as approved for installation within an attached garage in accordance with applicable building and fire codes.

A determination of *not feasible* shall be made by the Building Official or designee based on submitted documentation, manufacturer specifications, and applicable safety standards.

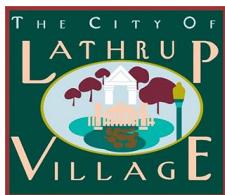
Bruce Kantor
Mayor

Kelly Garrett
Mayor Pro-Tem

Jalen Jennings
Council Member

Jason Hammond
Council Member

John Sousanis
Council Member



City of Lathrup Village
 27400 Southfield Road
 Lathrup Village, MI 48076
www.lathrupvillage.org | (248) 557-2600

Amendment 3:

Consolidated Section 5.17.4, Paragraph 4, 5 and 6:

4. Battery Energy Storage Systems (BESS)

- a. BESS may be located outdoors in a rear yard, inside an approved accessory structure or inside an attached garage. No BESS may be located in a basement.
- b. BESS are required to meet the following conditions:
 - I. Not visible from the public right-of-way and if located in a rear yard screened from neighboring properties and public view with landscaping;
 - II. If located inside an attached garage the BESS must be located on an exterior wall.
 - III. Set back at least 10 feet from all property lines;
 - IV. Properly enclosed and ventilated for safety;
 - V. Clearly marked as containing electrical equipment; and
 - VI. Reviewed and approved by the Building Official for compliance with applicable building, electrical and fire safety codes.

Requested Action

The Planning Commission is requested to review and discuss the proposed ordinance amendments. Amendment #1 is a standalone clarification and does not conflict with the other proposed amendments. Amendments #2 and #3, however, address the same policy issue related to Battery Energy Storage Systems using different regulatory approaches and therefore conflict with one another.

As part of this review, the Planning Commission is asked to evaluate the merits of both Amendment #2 and Amendment #3, determine which approach best aligns with the City's goals and administrative practices, and identify a preferred option to pursue. Following discussion, and at the Commission's discretion, the Planning Commission may recommend approval of Amendment #1 and the selected approach from either Amendment #2 or Amendment #3 to the City Council for consideration.

memorandum

DATE: January 16, 2026

TO: Lathrup Village Planning Commission

FROM: Eric Pietsch, Jill Bahm, and Hannah Prins, Giffels Webster

SUBJECT: Comprehensive Plan Update – Continued Discussion

We will use our meeting on January 20 with the Planning Commission to move towards completing the Visioning phase of the 2026 Lathrup Village Comprehensive Plan Update process.

Please note our progress for the 2026 Comprehensive Plan **Visioning phase**.

- ✓ **Website.** We have established a homepage for the project so that the public may view planning & zoning documents, see the progress of the plan and how they can participate, and submit input and feedback. The link will stay on the City's homepage throughout the process. Please visit www.LathrupVillage.org and look for the "Master Plan Update" button on the bottom-right side.
- ✓ **Plan Preparation Notices.** The City staff distributed a Notice of Intent to Plan as required by State law.
- ✓ **Data Collection & Inventory.** The December meeting packet included a short assessment of demographic data to understand changes since the last plan's adoption in 2021. This is posted on the project website – under the Community Workshops tab.
- ✓ **Meeting 2: December 16, 2025.** The Planning Commission discussed findings and suggestions from the joint meeting held on October 6, 2025, and talked about next steps.
- ✓ **Identify Community Engagement Strategies.** At the December 16, 2025, meeting, the Planning Commission discussed the community input from the Project Kick-Off SWOT analysis and guiding principles activities. The Planning Commission heard from members of the public who were in attendance. During the Public Comment period, participants indicated their most-preferred method of engagement, ranging from website updates, digital notifications, newsletter updates, City Hall postings, etcetera.
- **Meeting 3: January 20, 2026.** We will continue a focused discussion pertaining to the Goals section of the current Comprehensive Plan to consider necessary changes or updates, if any, may be needed for the 2026 Comprehensive Plan. We will also continue the discussion on public engagement and understand the key questions the Planning Commission would like the community to answer. We will review a few short survey questions that lead into the following month's study topic. For example, this month will focus on housing questions, leading up to a study session in February on the topic of housing. Subsequent topics will include: Transportation (March) and Economic Development (April). With this background study we propose a community open house in May/June to share findings and ask for additional community input.

LATHRUP VILLAGE – SITE DEVELOPMENT STATUS

Facade	ADDRESS	APPLICANT NAME	PZE PROCESS TYPE	STARTED	NOTES
	27411 Southfield Road	Jay Birds Bar & Grille	Building Permit Review	Spring 2026	Administrative approval was granted for a canopy structure at 27411 Southfield Road to cover the existing paved patio area. The improvement will provide shade and weather protection for outdoor seating without altering the building footprint.
	26600 Southfield Road	Holbrook Auto Parts	Site Plan Review	8/1/2024	The Planning Commission approved the site plan on January 21, 2025, and both the interior and exterior buildouts have since been completed. On August 18, 2025, the Zoning Board of Appeals approved a variance allowing an increase in the size of the principal wall sign, and a sign permit was subsequently approved on December 5, 2025. The approved wall sign is currently in production and will be installed upon completion of fabrication. A business license has been issued, and the business is now open to the public while awaiting installation of the approved signage.

	27651 Southfield Road	Surnow	Site Plan Review	9/29/2025	<p>Middle Eats restaurant is expanding into the adjacent 1,800-square-foot unit to the north to enlarge its dining area. The space was previously occupied by a retail business, requiring site plan approval to convert the floor area from retail to restaurant use. The Planning Commission approved the site plan at its November 18, 2025, meeting.</p>
	27700 Southfield Road	Surnow	Site Plan Review	10/22/2024	<p>The Lathrup Village Historic District Commission approved the project concept on February 19, 2025. Site plan approval was granted on April 19, 2025, for the historic preservation and adaptive reuse of the former Lathrup Village School. The approved plan includes converting the building into multi-family housing, co-working space, and activity/event space.</p> <p>The developer is awaiting a response review from the Michigan State Housing Development Authority's (MSHDA) review and response to their financing request.</p>
	26780 Southfield Road	Fahad Aziz	Administrative Review	11/17/2025	<p>The former tenant, a restaurant, vacated the space, and the unit is now occupied by Holy Burger. As the use type is consistent with the previous restaurant use, site plan approval was not required. Exterior signage has been installed, and the business has received its Certificate of Occupancy and business license. Holy Burger is now open to the public.</p>