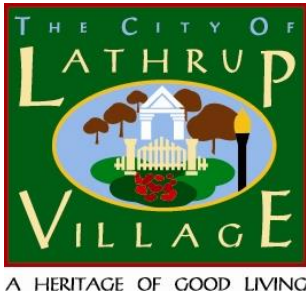


# Planning Commission Agenda

Tuesday, September 19, 2023 at 7:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

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1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Meeting Minutes**
  - [A.](#) PC Minutes 2023 08 15
5. **Public Comment**
6. **Old Business and Tabled Items**
7. **New Business**
  - [A.](#) Site Plan Approval - 27601 Southfield Road (Surnow LV Center)
8. **Other Matters for Discussion**
9. **General Communication**
10. **Adjourn**



## Planning Commission Draft Meeting Minutes

Tuesday, August 15, 2023, at 7:00 PM  
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order at 7:05 pm**
2. **Roll Call**

Commissioners Present:

Les Stansbery, Vice Chair  
Wil Fobbs, Secretary  
Mark Dizik  
Bruce Kantor  
Alicia Powell  
Robert Tamarelli

Staff Present

Scott Baker, City Attorney, Kelda London, City Clerk

Also Present:

Eric Pietsch of Giffels Webster Engineering,

Commissioner Kantor moved to excuse Chair Hammond; Commissioner Fobbs seconded the motion. Motion carried.

3. **Approval of Agenda**

Commissioner Powell moved to approve the agenda as presented, the motion seconded by Commissioner Kantor. Motion carried.

4. **Approval of Meeting Minutes**

A. PC Minutes 2023 07 18

Commissioner Kantor moved to approve the meeting minutes of July 18, 2023. The motion was seconded by Commissioner Fobbs. Motion carried.

5. **Public Comment**

None

6. **Old Business and Tabled Items**

None

7. **New Business**

A. Public Hearing Zoning Text Amendments Laundromats

Eric Pietsch reviewed the proposed amendment for text amendment for laundromat updates.

SELF-SERVICE LAUNDROMAT.

Article 2. Definitions. Self-Service Laundromat. Commercial establishments offer self-pay and self-operated washing machines and dryers for public use. Excludes commercial laundries, dry cleaning plants, and similar heavy commercial/industrial services.

Article 3. Zoning Districts. Self-service Laundry facilities shall be a principal permitted use in the MX - Mixed Use zoning district.

Article 4. Use Standards. Self-service laundry establishments shall be subject to the following standards and regulations:

- A. Service shall be rendered directly to customers who shall bring in and take away the articles to be cleaned.
- B. The entire cleaning and drying process shall occur within completely enclosed solvent cleaning units.
- C. All solvents used in the cleaning process and the vapors therefrom shall be nonexplosive and nonflammable.

Article 5. Site Development Standards. Off-street parking. Section 5.13.13.C. Business and Commercial Uses xv. One (1) parking space for every two washing and drying machines

The Public Hearing opened at 7:12 pm.

No public comments

Public Hearing closed at 7:12 pm.

B. Zoning Text Amendments Laundromats

Commissioner Kantor moved to adopt the zoning amendments for self-serve laundromat facilities and forward to Council for approval, with the noted change of one (1) parking space per laundry machine. Motion seconded by Commissioner Fobbs. Motion carried.

C. Public Hearing Zoning Text Amendments Mobile Food Vending (Food Trucks)

Eric Pietsch summarized the text amendment for mobile vending (food trucks). The commissioners discussed the expansion into the Mixed Use District. The text amendment is in Section 6.1.B.xii to add the text and Mixed-Use District.

The public hearing opened at 7:31 pm.

No public comment

The public hearing closed at 7:31 pm.

D. Zoning Text Amendments Mobile Food Vending (Food Trucks)

Commissioner Kantor moved to adopt the proposed Mobile Food Vending text amendment and forward it to council for approval. Motion seconded by Commissioner Powell. Motion carried.

8. **Other Matters for Discussion**

None

9. **General Communication**

None

10. **Adjourn**

Motion by Commissioner Kantor to adjourn and seconded by Commissioner Dizik

The meeting adjourned at 7:38 p.m.

September 14, 2023

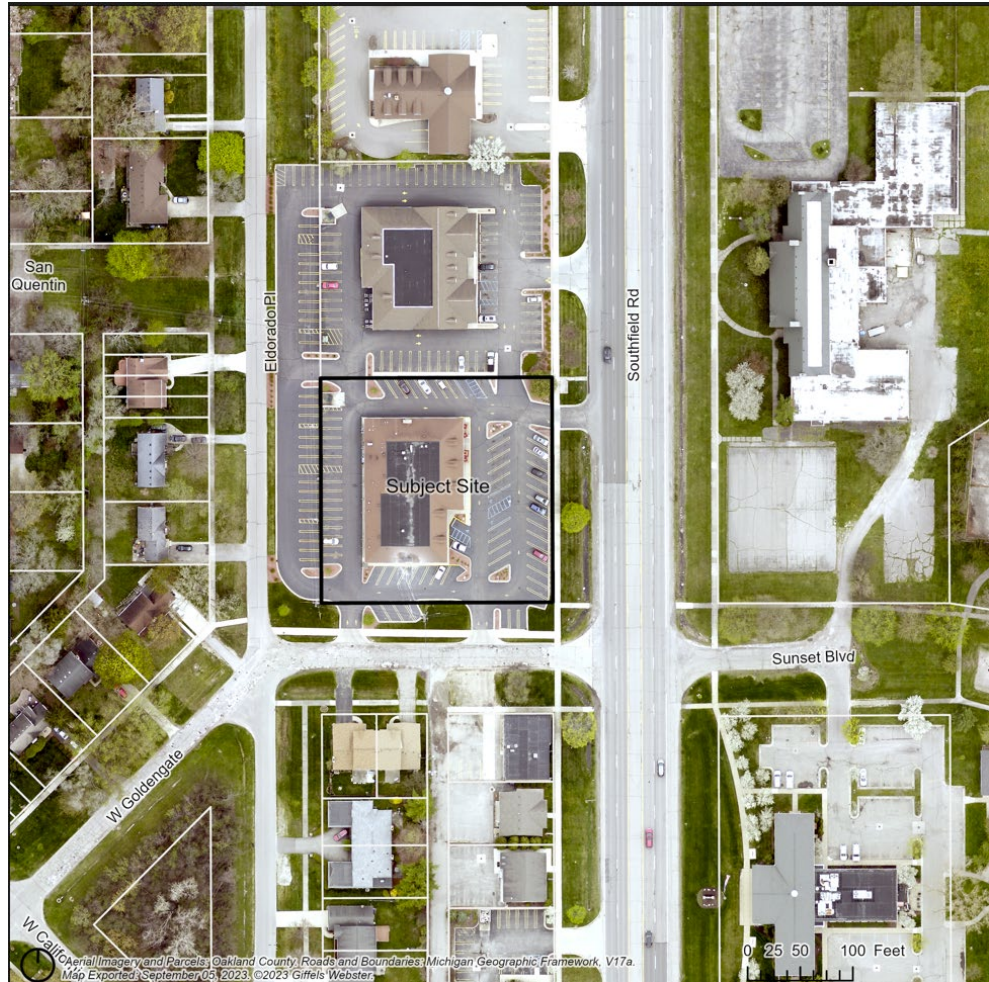
Planning Commission  
City of Lathrup Village  
27400 Southfield Road  
Lathrup Village, MI 48076

# Site Plan Review

Site: 27601 Southfield Road  
Applicant: Oakland Development, LLC  
Plan Date: September 13, 2023  
Zoning: VC Village Center District  
Parcel ID: 24-14-432-010  
Proposal: Commercial Building Renovation

Dear Planning Commissioners,

We have reviewed the site plan and special land use application and a summary of our findings is below. Items in **bold** require specific action by the applicant.



## REVIEW SUMMARY

1. The application requires site plan approval by the Planning Commission (Section 6.1).
2. The dumpster and enclosure location in the El Dorado Drive front yard is considered existing nonconforming. The height of the dumpster appears to exceed the height of the enclosure and therefore, the Planning Commission may consider additional landscape screening measures and/or require the applicant to increase the height of the enclosure per ordinance standards.
3. Any new lighting fixtures, or changes to lighting fixtures, free-standing or wall-mounted, shall be called out on the plans and it shall be noted that lighting on the site will comply with the lighting standards of the ordinance.
4. The existing site consists of 89 total parking spaces, 65 off-street and 24 on-street. The proposed plan will modify and restripe parking spaces at the front of the site which will result in 2 additional spaces. This will increase the number of on-site parking spaces to 67 and overall spaces to 91; one space more than the 90 parking spaces required of the restaurant and retail tenant mix. *See the parking standards table in item 5 below.*

## DETAILED REVIEW

### Project Summary

The proposed project consists of an exterior renovation to an existing commercial facility. The 1.1-acre site is zoned VC – Village Center District and is located along the west side of Southfield Road, between Sunset Drive to the north and Goldengate Drive to the south. The existing building consists of 11,000 square feet, one floor, and six tenant lease spaces (5 retail tenants and 1 restaurant tenant). One driveway along Southfield Road provides vehicular access to the site and the adjacent parcel to the north, under common ownership, provides shared access to one additional driveway along Southfield Road. Two additional access points to-and-from Goldengate Drive are provided along the south property line and are proposed to be reused. The abutting properties on all sides are zoned VC – Village Center, however, the lots west of the site exist as single-family residential. No additional square footage is proposed to be added to the existing 11,000 square foot building.

### Proposed

1. **Use.** The applicant intends to maintain the building’s current tenant mix of 5 retail uses (7,326 total square feet) and 1 restaurant use (3,674 square feet). No change of use is proposed at this time.
2. **Waste and Rubbish (Section 5.3).**

#### Location (5.3.2.C).

Dumpsters shall be permitted in the side or rear yard, provided that no dumpster shall extend closer to the front of the lot than any portion of the principal structure and provided further that the dumpster shall not encroach on a required parking area, is clearly



accessible to servicing vehicles, and is located at least ten (10) feet from any building. Dumpsters shall comply with the setback requirements for the district in which they are located. Dumpsters shall be located as far as practicable from any adjoining residential district.

*An existing dumpster enclosure is shown on the site plan in the El Dorado Drive front yard. The west side of the site, facing El Dorado Drive, serves as the back of the facility and therefore, the existing dumpster enclosure location is existing nonconforming.*

Screening (5.3.2.E). All refuse bins located in the city must be enclosed or screened from public view. Such screening shall consist of a wall or fence not less than one foot higher than the height of the refuse bins placed therein, which completely conceals its contents from public view, but in no instance shall such screening be less than six feet in height on three sides. The fourth side of the dumpster screening shall be equipped with an opaque, lockable gate that is the same height as the enclosure around the other three sides. The inside dimensions of the enclosure shall be such as will permit adequate access for refuse collection vehicles as well as completely enclose refuse bins within the three sides so that no refuse bin projects outside of the open side.

Site Plan Requirements. (5.3.2.G). The location and method of screening of dumpsters shall be shown on all site plans.

***The existing dumpster enclosure, shown in the image above, is partially screened with a number of evergreen trees along a portion of the El Dorado Drive right-of-way. The Planning Commission may consider requiring the property owner to extend the evergreen screening along the El Dorado frontage to soften the views into the property from the street, and more particularly from the single-family residences on the west side of the street. The height of the dumpster enclosure appears to be lower than the dumpster and therefore may be less than the 6' height requirement.***

3. **Building Materials (Section 5.4).** Except as otherwise provided in this ordinance, on all permanent buildings, exterior wall construction and exposed, exterior chimneys shall be either brick, natural stone, masonry materials other than brick, or a combination thereof, provided all such materials comply with the following specifications:
  1. All brick made from clay, shale, fire clay, or mixtures thereof shall be hard burned facing brick meeting all the specifications contained in American Society for Testing and Materials Standard C216-65, for grade SW facing brick.
  2. All other brick, stone and other masonry materials not included in the foregoing paragraphs shall nevertheless meet the durability, strength, and rate of absorption standards established said above-mentioned specifications.
  3. Architectural trim material may be wood, aluminum, or other material of equal strength and durability if the building walls proper are of fire-resistant material. Such trim material shall not cover more than ten percent of the exterior wall construction.
  4. All building materials must also conform to state and local building code requirements.

*The color renderings identify the variety of materials proposed. This standard appears to be met.*

4. **Outside Illumination (Section 5.8).** All lighting apparatus used for outside illumination shall direct all light downward and shall be so constructed as to prevent the directed light from extending beyond the lot being illuminated. Except as otherwise provided in this ordinance, no lighting apparatus shall be placed more than 18 feet above grade as measured to the point on the ground nearest the light. No light source shall cause or permit direct, indirect, or reflected light to extend beyond the lot upon which it is placed so as to be annoying to any occupant of a neighboring lot who is of ordinary sensibilities.

***There are no lighting changes noted on the site plan. The plans indicate new, wall-mounted lighting on each side of the building. The site plan shall address all new lighting fixtures and confirm this ordinance standard is met. Include a rear, west-facing building elevation that indicates any new, wall-mounted lighting that will face the single-family homes on the west side of El Dorado Drive.***

5. **Off-Street Parking (Section 5.13)** Off-street parking facilities shall be adequate when the users and their invitees are able to park their motor vehicles in spaces provided while visiting the establishment without resort to the public right-of-way areas or the parking facilities of others except on rare and infrequent occasions or when otherwise permitted in this ordinance. Parking spaces shall comply with the minimum standards of this article.

*The off-street parking analysis provided requires 90 total parking spaces for the site (53 spaces for the restaurant tenant and 37 spaces for the retail tenant spaces). Modifications to the existing parking facility result in 67 proposed, on-site parking spaces and 24 on-street (El Dorado Drive and Goldengate Drive rights-of-way) to be maintained as-is, resulting in 91 total parking spaces to meet the 90-space parking requirement.*

**Delivery vehicle space. (Section 5.13.12).** On the premises of every building or use involving the frequent receipt or shipment of goods by motor, there shall be provided in addition to the otherwise required parking spaces and access drives, an area reserved for standing, loading, and unloading sufficient to avoid undue interference with public use of streets, alleys, driveways, aisles, and other parking spaces. A delivery space shall be a clear area 10 feet by 40 feet with 14-foot height clearance, and the minimum numbers of such spaces required is specified in the table that follows. The Board of Zoning Appeals may permit delivery spaces to be used for the overnight parking of vehicles prohibited in parking facilities under the provisions of 5.13.16.

*The site plan identifies the designated 10' x 40' loading zone straddling the property line between the subject site and the northern adjacent site, under common ownership of the applicant. As stated above, ordinance-required loading zones shall be independent and unobstructive to driveways, drive aisles, and parking spaces. **The Planning Commission may wish to discuss the proposed location of the required loading zone, which is shown to partially obstruct drive aisles and access to the existing dumpster pad. We note that when the loading zone is occupied, the vehicular circulation of the combined sites does not appear to be hindered.***

6. **Minimum number of parking spaces required (Section 5.13.13.D).**

Parking Standards				
Ordinance Standard	Zoning Ord Section	Required	Provided	Comments
27601 Southfield Rd. <b>Restaurant</b>	Sec. 5.13.13.D.	53 spaces <i>(1 per 70 sq. ft. of gross floor area)</i>	67 on-site spaces; 24 on-street spaces	<b>Parking compliance is pending the location of the required loading area on the site plan. See item 4 above.</b>
27601 Southfield Rd. <b>Retail</b>		37 spaces <i>(1 per 200 sq. ft. of usable area)</i>		
<b>Tenants Combined</b>		90 spaces	91 spaces	

7. **Landscaping (Section 5.15.15).** Special landscaping requirements. When requested by the building official, all site plans submitted for approval shall include a landscape element which clearly shows all existing trees which are more than six inches in trunk caliper when measured three feet above ground level in height. The plans must clearly designate which of such trees are to be saved and which will be destroyed by the development. The landscape element must also show the landscape design features of the development. No site plan shall be approved unless the plan affirmatively shows that reasonable care and diligence has been exercised to preserve existing healthy trees and shrubs and other valuable mature plant materials on the site.

*The proposed exterior building renovation does not include additional landscaping. The site plan shows the existing landscaping, and unless parking lot or building expansions are made, additional landscaping is not required.*



8. District Development Standards – Village Center (Section 3.1.8).

Development Standards				
Development Standard	Zoning Ord Section	Required	Provided	Comments
Lot Size	3.1.8.C.	5,000 square feet	Approx. 1.1 acres; 47,080 square feet	Compliant (no change)
Maximum Height		30 feet or 2 stories, whichever is less	one story (existing building)	Compliant (≤ 25'-0")
Front Yard		0 foot minimum	Approx. 85'-0" (existing building)	Compliant
Side Yard		0 feet – each side	40'-0" (north side) 40'-0" (south side)	Compliant (existing)
Rear Yard		5 feet	N/A	N/A
Parking Setback		5 feet	2'-6" (existing nonconforming)	Restriping only (no change)

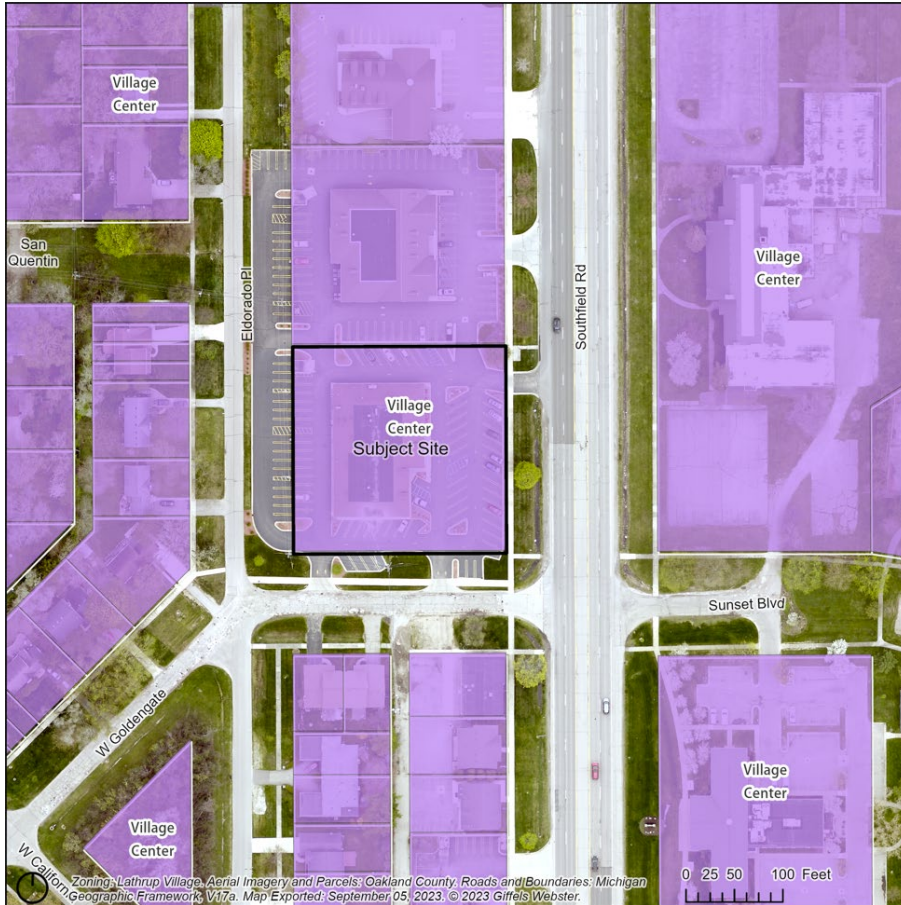
Existing.



Proposed.



**Zoning.**



We will look forward to discussing the site plan application with the Planning Commission at the September 19 Planning Commission meeting.

Regards,

**Giffels Webster**

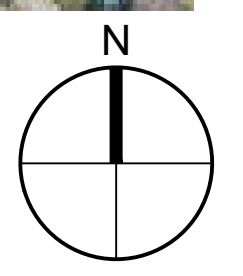
Jill Bahm, AICP  
Partner

Eric Pietsch  
Senior Planner



NOTE: ALL AREAS ARE ZONED VILLAGE CENTER

1.04 ACRES OF LAND LOCATED IN THE SOUTHEAST 1/4 OF SECTION 14, T.1N., R.10E., CITY OF LATHRUP VILLAGE, OAKLAND COUNTY, MICHIGAN.



EXISTING SITE AERIAL VIEW



2023.095

SURNOW CO. - LATHRUP VILLAGE RENOVATION  
27601 SOUTHFIELD RD.  
LATHRUP VILLAGE, MI

# CONCEPTUAL DESIGN PACKAGE

SEPTEMBER 13, 2023

DRAWN BY: JWW, JFN

## SP090

# LATHRUP VILLAGE RENOVATION

**PROJECT DATA:**

BUILDING CODE AUTHORITY:  
CITY OF LATHRUP VILLAGE

OWNER:  
THE SURNOW COMPANY  
320 MARTIN ST. SUITE 100  
BIRMINGHAM, MI  
248-590-2658

TYPE OF CONSTRUCTION:  
EXISTING 4-B

USE GROUP:  
MERCANTILE  
ACCESSORY A-2

PROJECT AREA:  
EXISTING 11,000 = SF  
RENOVATION EXTERIOR ONLY  
TOTAL PROJECT AREA 11,000 = SF

OCCUPANT LOAD:  
EXISTING

PROJECT DESCRIPTION:  
IMPROVEMENTS TO THE SITE PARKING AND  
EXTERIOR FACADE RENOVATIONS OF AN EXISTING  
11,000 SQUARE FOOT BUILDING.

**APPLICABLE CODES: (COMMERCIAL):**

2015 MICHIGAN BUILDING CODE (MBC) AS AMENDED

MECHANICAL CODE:  
2015 MICHIGAN MECHANICAL CODE AS AMENDED

PLUMBING CODE:  
2018 MICHIGAN PLUMBING CODE AS AMENDED

ELECTRICAL CODE:  
2017 NATIONAL ELECTRIC CODE (NEC) AS AMENDED &  
MICHIGAN AMENDMENTS PART 8.

ENERGY CODE:  
2015 MICHIGAN BUILDING CODE (CHAPTER 13)  
2015 MICHIGAN ENERGY CODE  
ASHRAE 90.1-2013 ENERGY STANDARDS FOR BUILDINGS

FIRE CODE:  
2015 INTERNATIONAL FIRE CODE REFERENCED IN 2015  
MICHIGAN BUILDING CODE

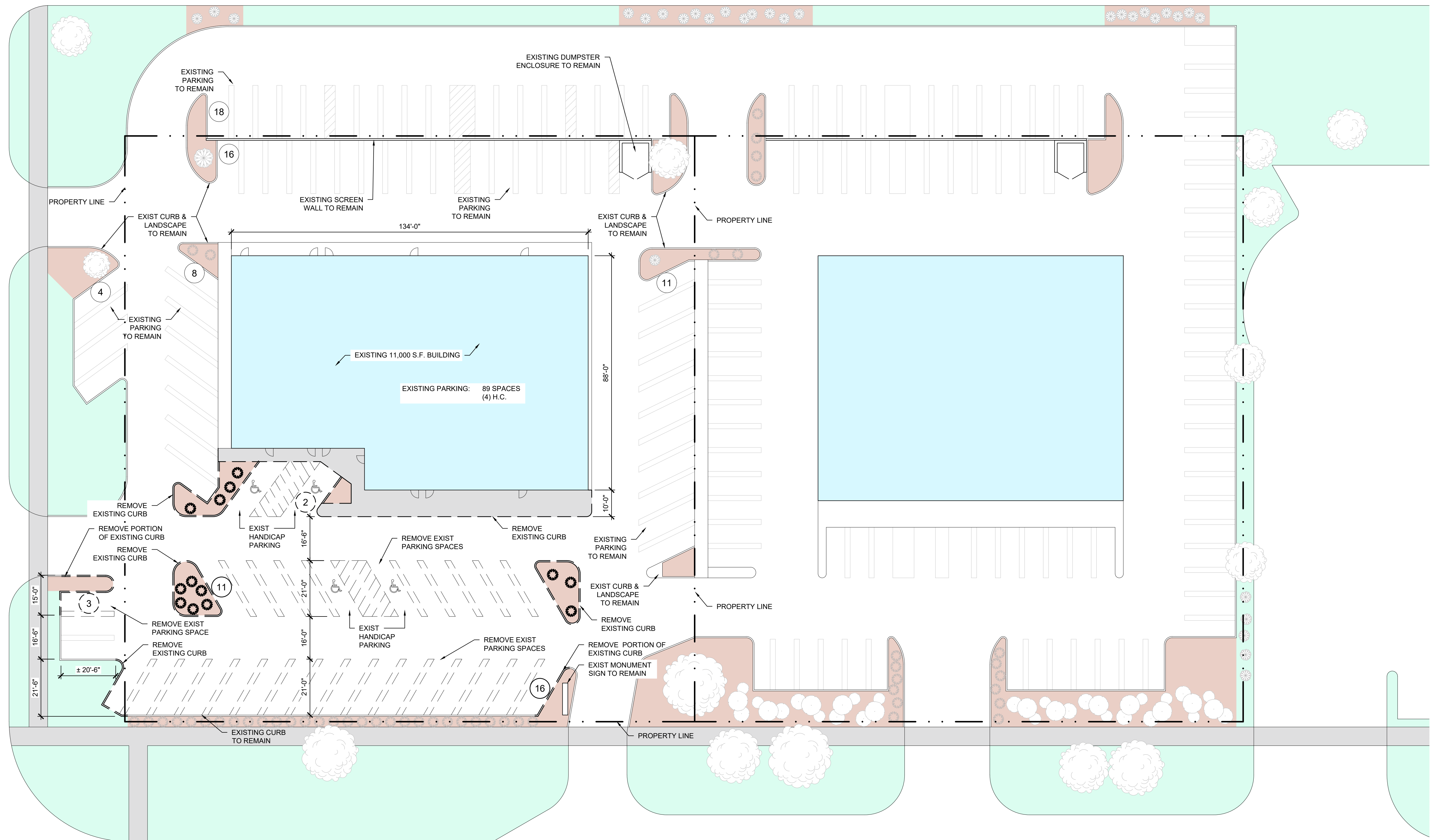
BARRIER FREE REQUIREMENTS:  
2010 ADA STANDARDS FOR ACCESSIBLE DESIGN (DOJ)  
MBC-2012 (CHAPTER 11)  
ICC / ANSI 117.1 - 2009, EXCEPT SECTION 611 & 707

LIFE SAFETY CODES:  
2015 NFPA 99 HEALTH CARE FACILITIES  
2015 NFPA 101 LIFE SAFETY CODE  
2013 NFPA 13 STANDARD FOR INSTALLATION OF  
SPRINKLER SYSTEMS  
2013 NFPA 72 NATIONAL FIRE ALARM CODE

DESIGN GUIDELINES:  
2007 MIN DESIGN STANDARDS FOR HEALTH CARE  
FACILITIES IN MICHIGAN

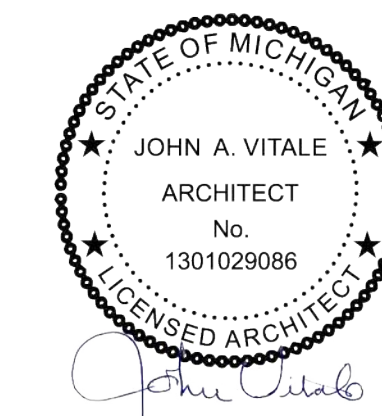
GOLDENGATE DRIVE WEST

ELDORADO PLACE



SOUTHFIELD ROAD

**DEMOLITION SITE PLAN**  
SCALE: 1"=20'



DEMOLITION SITE PLAN

2023.095

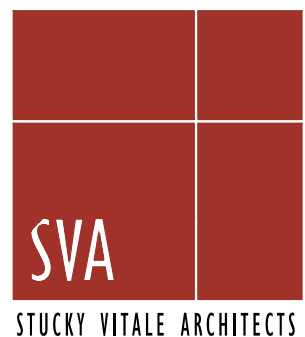
SURNOW CO. - LATHRUP VILLAGE RENOVATION  
27601 SOUTHFIELD RD.  
LATHRUP VILLAGE, MI

CONCEPTUAL DESIGN PACKAGE

SEPTEMBER 13, 2023

DRAWN BY: JWW

SP100



# LATHRUP VILLAGE RENOVATION

ELDORADO PLACE

GOLDENGATE DRIVE WEST

SOUTHFIELD ROAD

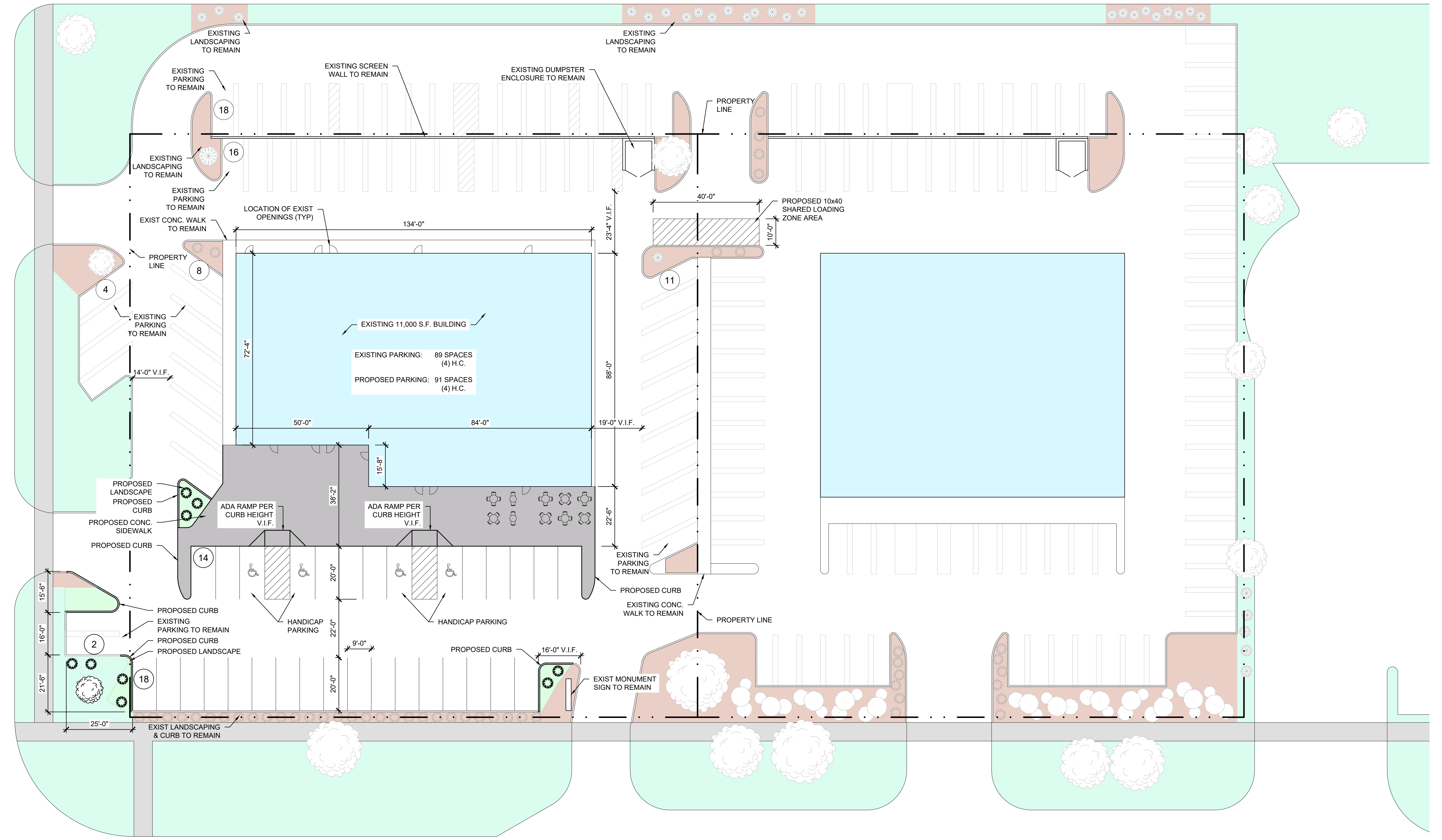
**PARKING CALCULATION:**  
 RESTAURANT  
 RETAIL

RESTAURANT PARKING:  
 3,674 / 70 = APPROX. 53 SPACES

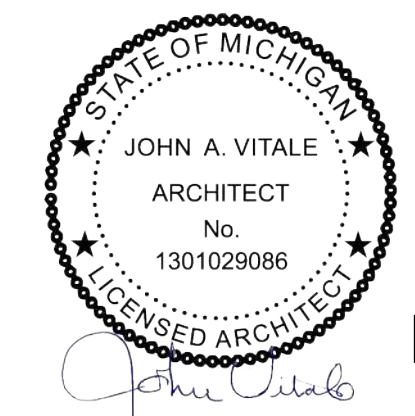
RETAIL PARKING:  
 7,326 / 200 = APPROX. 37 SPACES

TOTAL SPACES REQUIRED:  
 APPROX. 90 SPACES

TOTAL SPACES PROPOSED:  
 91 SPACES



**PROPOSED ARCHITECTURAL SITE PLAN**  
 SCALE: 1"=20'



**PROPOSED ARCHITECTURAL SITE PLAN**



**2023.095**  
 SURNOW CO. - LATHRUP VILLAGE RENOVATION  
 27601 SOUTHFIELD RD.  
 LATHRUP VILLAGE, MI

## CONCEPTUAL DESIGN PACKAGE

SEPTEMBER 13, 2023

DRAWN BY: JWW

SP101

# LATHRUP VILLAGE RENOVATION



VIEW FROM SOUTH SOUTHFIELD ROAD



VIEW FROM NORTH SOUTHFIELD ROAD



VIEW FROM SOUTHFIELD ROAD



EXISTING BUILDING



2023.095

SURNOW CO. - LATHRUP VILLAGE RENOVATION  
27601 SOUTHFIELD RD.  
LATHRUP VILLAGE, MI

## CONCEPTUAL DESIGN PACKAGE

SEPTEMBER 13, 2023

DRAWN BY: JWW, JFN

A100

LATHRUP VILLAGE RENOVATION



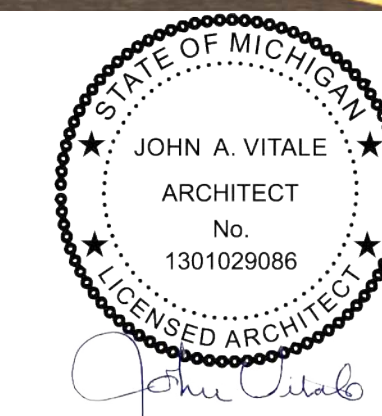
VIEW FROM SOUTH SOUTHFIELD ROAD



VIEW FROM NORTH SOUTHFIELD ROAD



VIEW FROM SOUTHFIELD ROAD



PROPOSED RENDERINGS



2023.095

SURNOW CO. - LATHRUP VILLAGE RENOVATION  
27601 SOUTHFIELD RD.  
LATHRUP VILLAGE, MI

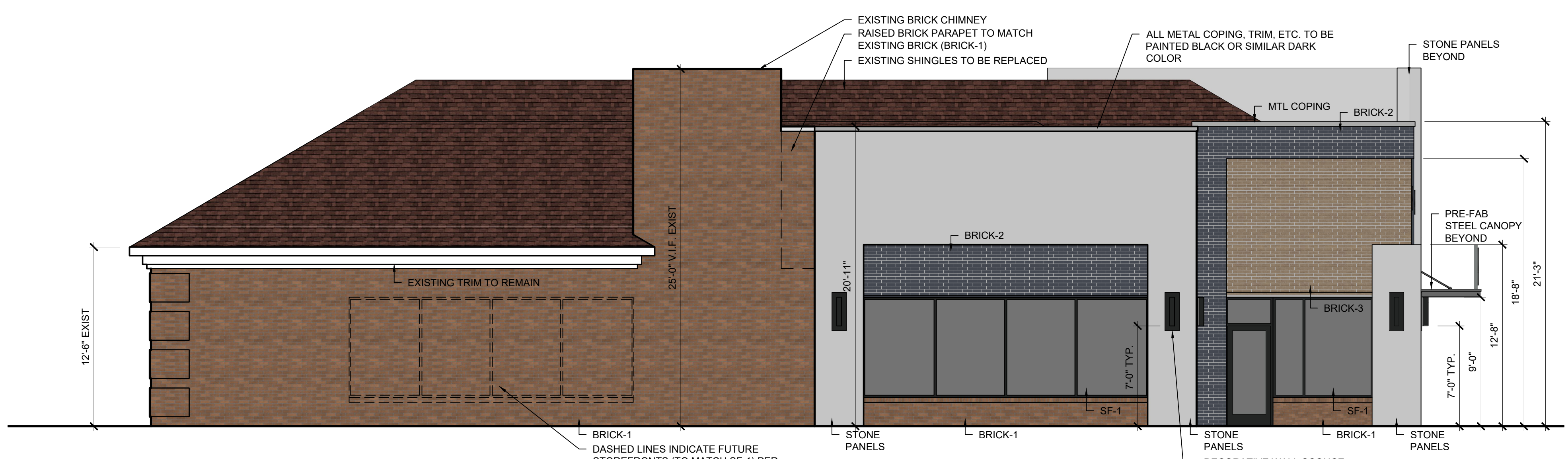
CONCEPTUAL DESIGN PACKAGE

SEPTEMBER 13, 2023

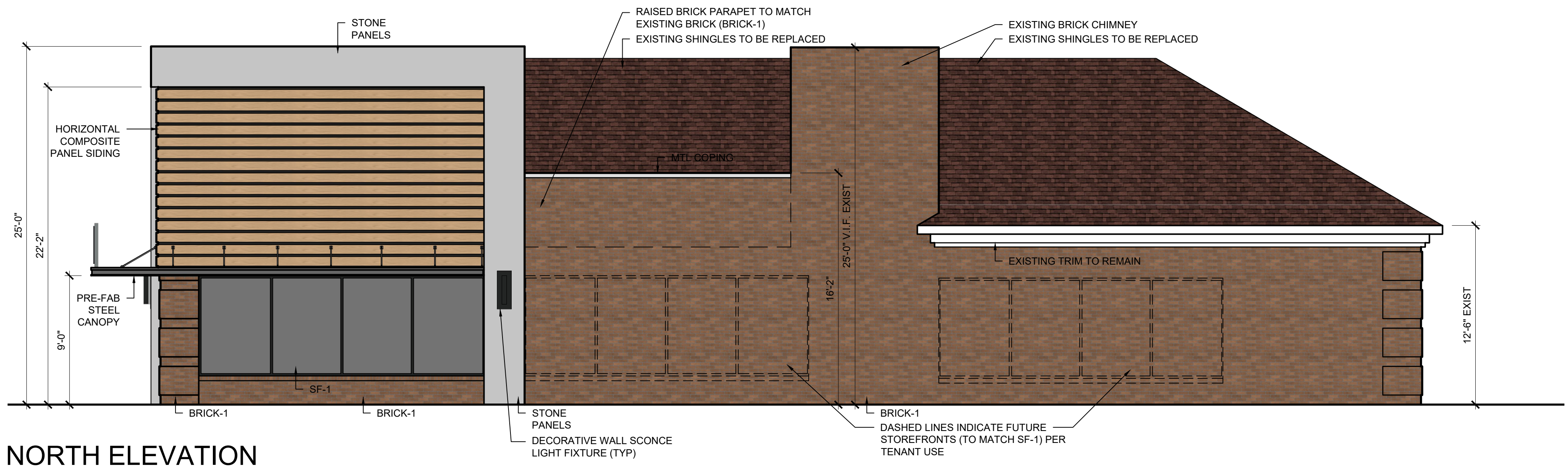
DRAWN BY: JWW, JFN

A300

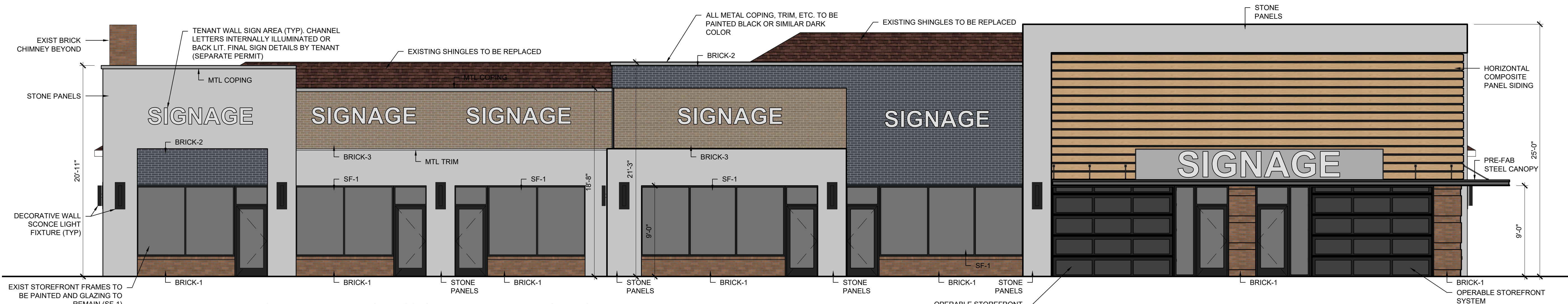
# LATHRUP VILLAGE RENOVATION



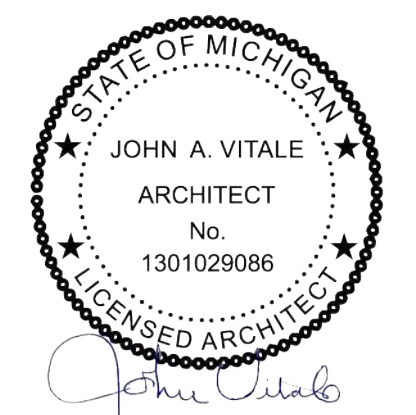
**SOUTH ELEVATION (GOLDENGATE DRIVE)**  
SCALE: 3/16" = 1'-0"



**NORTH ELEVATION**  
SCALE: 3/16" = 1'-0"



**EAST ELEVATION (SOUTHFIELD ROAD)**  
SCALE: 3/16" = 1'-0"



ELEVATIONS



2023.095

SURNOW CO. - LATHRUP VILLAGE RENOVATION  
27601 SOUTHFIELD RD.  
LATHRUP VILLAGE, MI

## CONCEPTUAL DESIGN PACKAGE

SEPTEMBER 13, 2023

DRAWN BY: JWW, JFN

A301