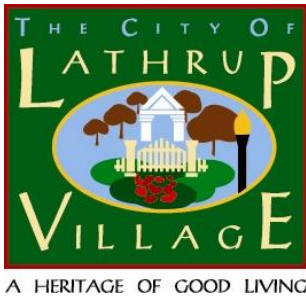


Planning Commission Agenda

Tuesday, May 20, 2025 at 7:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Meeting Minutes**
 - [A.](#) April Meeting Minutes
5. **Public Comment**
6. **Old Business and Tabled Items**
7. **New Business**
 - [A.](#) Public Hearing - Site Plan 26710 Southfield Road
 - [B.](#) Set Public Hearing for Zoning Amendment – Solar Panel and Power Storage
 - [C.](#) Set Public Hearing for Zoning Amendment – Money Service Business Use Classification
 - [D.](#) Set Public Hearing for Zoning Amendment – Small Box Retail Discount Stores
8. **Other Matters for Discussion**
9. **General Communication**
 - [A.](#) Site Development Update Report
10. **Adjourn**



Planning Commission Minutes

Tuesday, April 15, 2025 at 7:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

Location: Community Room

1. **Call to Order** at 7:01pm
2. **Roll Call**

Present: Chair Stansbery, Commissioner Hillman, Commissioner Dizik, Commissioner Nordmoe, Commissioner Scussel

Absent: Co-Chair Fobbs, Commissioner Hammond

Others Present: DDA Director Colson, Planning Consultant Eric Pietsch of Giffels Webster, Attorney Baker, City Clerk Emanuel

Motion by Commissioner Dizik, seconded by Commissioner Scussel, to excuse Commissioner Hammond.

Yes: Hillman, Stansbery, Nordmoe, Scussel, Dizik

No: N/A

Motion carried.

3. **Approval of Agenda**

Motion by Commissioner Scussel, seconded by Commissioner Dizik to approve the agenda.

Yes: Hillman, Stansbery, Nordmoe, Scussel, Dizik

No: N/A

Motion carried.

4. **Approval of Meeting Minutes**

A. March 2025 - Planning Commission Meeting Minutes

Motion by Commissioner Hillman, seconded by Commissioner Scussel, to approve the minutes from the March 18, 2025, Planning Commission meeting.

Yes: Hillman, Stansbery, Nordmoe, Scussel, Dizik

No: N/A

Motion carried.

5. **Public Comment**

None

6. **Old Business and Tabled Items**

A. Capital Improvement Plan (CIP) 2025 – 2030

Eric Pietsch of Giffels Webster, explained that there were a few changes to, the Capital Improvement Plan, in this presented draft, all departments have issued their ratings and all new items have an asterisk.

Commissioner Hillman, asked if a Police vehicle on the list, is still needed, since one had already been replaced due to an accident. DDA Director Colson, confirmed that, there is still a need for one vehicle.

Chair Stansbery, said the action is for us to approve that it goes to City Council.

Motioned by Commissioner Hillman, seconded by Commissioner Dizik to send the Capital Improvement Plan to City Council.

Yes: Hillman, Stansbery, Nordmoe, Scussel, Dizik

No: N/A

Motion carried.

7. **New Business**

A. Public Hearing - 27700 Southfield Road Site Plan

Sam Surnow and Jordan Sherman, went over a power point slide show, sharing an overview and history of the Surnow company, site plan updates for 145 units, and explaining how the development plan meets the Planning Commission Evaluation Criteria, covering the four points:

- 1 The project involves the rehabilitation of a historic structure
- 2 The project includes passive or active open spaces, such as parks, plazas, and/or event spaces for public use
- 3 The project satisfies a demonstrated need for housing in the City
- 4 The project is consistent with the City's Master Plan

Mr. Surnow and Mr. Sherman also showed images of the new design with a notch that the Historic District Commission recommended on Southfield Road, along with having consultants explain the results of infrastructure and traffic studies that resulted in reports that the infrastructure can handle the proposed development and that traffic flow will be addressed with angled driveways and directional turn only signs that divert traffic back to Southfield Road and away from the neighborhood.

Commissioner Nordmoe, clarified that the words “built up to the street” actually mean to the right of way which is 32 feet from the street, and asked about the HVAC systems and charging stations.

Mr. Surnow and representatives, explained that there will be modern efficient HVAC systems and the use and need of charging stations will be monitored.

Commissioner Hillman, thanked the Surnow Company for the due diligence put into the presentation, that addressed the need for amending the first-floor ordinance for residential use, and that the Surnow Company added the Notch that the Historic District Commission recommended into their design, and for them working with the Tree Committee for the green buffer space design.

Commissioner Hillman, asked about parking, referencing the 2 parking spots per dwelling Planning Commission requirement, versus the 1.5 parking spots in the design, as well as the public event spaces that will be in the School building that will need parking, and asked how the parking need will be addressed?

Sam Surnow, explained the use of valet parking that would park in the Surnow owned properties across Southfield Road, and leasing the parking lot of the neighboring Church.

Commissioner Hillman, expressed that he wants parking agreement in place for this site plan.

Commissioner Hillman, clarified that the 18 parking spots on Goldengate Drive, are in the right of way, and the Planning Commission, does not approve that, those would need to be approved by the City Council.

Karen Harris, Cambridge Blvd., thanked the Surnow Company for a comprehensive presentation and is excited for something new in Lathrup Village.

Nancy B., thought it looked nice and loves the green space

Pam Shermeyer on Lathrup Blvd., thanked the Surnow Company for hearing what the community has said and altering the plans. She is glad that there will be “No Right Turn” signs to direct traffic.

Mary M. on Redwood, thanked Sam and Jordan for meeting with her yesterday and agreeing to not cut down trees that are dedicated to her late husband and son.

Carole Greene, Lathrup Blvd., expressed that even though there will be directional traffic signs and angled driveways away from the neighborhood, she is concerned that people will still drive through the neighborhood and shared concerns related to water pressure as it relates to use by the Fire Department responding to calls in the area, commented on unfilled positions in the Police Department, and concerns over parking.

Shelly Reeves, who lives directly behind the proposed site, thought it was a great presentation, yet was interested in trash dumpsters and placement of them, traffic through the neighborhood, and wanted to know what the City will gain from this development, and noted that there had been an ordinance changed for this project.

Phyllis Windom, Sunset Blvd E., asked how long it will take for the greenery in the plan to grow, and is concerned about water pressure and flooding on her property when it rains.

Maureen Mitchell-Tardivi, San Jose, sees parking as a big problem, and she thinks the residents of the apartment building will need parking.

Autumn Sousanis, Rainbow Dr., passed out packets from Diane Anderson, who was not able to attend the meeting to Commission members, expressed concerns over items in the plans: including that there is not a stage in the recent site plan, the Café' is a countertop in the hallway, and the only place to get water is the restrooms. She said the School is vacant due to the Surnow Company allowing it to fall into disrepair, and mentioned the parking lot according to the plan has gates and is not open to the public. Ms. Sousanis also asked about the PILOT plan and a company that Surnow owns.

Ree Vosky, Wilshire Blvd, was glad that the Surnow Company came to the Tree Committee for their input on the landscaping and suggested less turf grass and more green gardens. He suggested that Surnow contacts the navigation systems to inform them of the one way turns out of their apartment building.

Mary Valadian, on Roseland, expressed that you either have 1 or 2 parking places not 1.5. and commented on the study of apartment buildings in a five mile radius including Southfield, and thought the rent in Lathrup Village should be elevated, because this will effect who is attracted to the apartments.

Alicia Lundell, San Jose Blvd., is glad that parking overflow will not be in the triangle across the street, and thinks that 1.5 parking places will work out, because people come and go at different times.

John Roberts, Lath Blvd., executive officer at the neighboring Church, is glad that the Surnow Company is recognizing memorial trees, and said that he is actively working with the Surnow Company, to rent parking for overflow from events, and is excited about accepting that offer for spots that would not be otherwise used at those times.

Closed Public Hearing at 9:01pm

Commissioner Dizik asked if parking permits would be purchased by residents, and how they will regulate the 1.5 parking spots.

Commissioner Hillman, asked if spots would be given per bedroom or another way?

Commissioner Hillman, expressed that residents should address questions regarding the PILOT program to City Council.

Commissioner Hillman, asked about compliance in the materials used in the most recent plan, drainage and water pressure, and entry in and out of the proposed site.

Chair Stansbery, stated that the Planning Commission has to agree to approve the parking reduction in order to meet the 1.5 parking proposed, from 290 spots to 218 spots for a 25% reduction in parking.

Attorney Baker, stated that shared parking agreements are only recorded if they are reducing the required parking, not relying on a shared agreement for parking places.

Motion by Commissioner Dizik, seconded by Commissioner Scussel, to approve the site plan for 27700 Southfield Road, given the 25% reduction in parking, with the stipulation that the City Council approves the 18 necessary spots on the North side of the building, to satisfy the 218 required parking places in the plan and that does satisfy the 4 previously stated requirements (1 The project involves the rehabilitation of a historic structure, 2 The project includes passive or active open spaces, such as parks, plazas, and/or event spaces for public use, 3 The project satisfies a demonstrated need for housing in the City, 4 The project is consistent with the City's Master Plan) for the Planning Commission to approve first floor residences, as presented.

Yes I support: Hillman, Nordmoe, Scussel, Dizik, Stansbery

No: N/A

Motion carried.

8. Other Matters for Discussion

Commissioner Hillman, expressed concern that Co-Chair Fobbs hasn't been at meetings, and thinks the Commission should address it.

Commissioner Hillman, regarding the folders that Autumn handed the Commission on behalf of Diane Anderson, acknowledged that Diane is extremely passionate about the Historic buildings and that he looked at the material in the folder.

Thomas Kennedy, DDA and Community Economic Development intern, gave an overview of a proposed ordinance regarding Solar Panels regulations, and welcomes community feedback before the upcoming May 20, 2025 Planning Commission meeting. Mr. Kennedy, also said that based on input from residents and business owners there will be suggested updates to our Parking ordinances and an Office District Zoning amendment to allow additional uses by right, along 12 Mile Road aimed at making it more economically viable.

9. General Communication

A. Site Development Update Report

DDA Director Colson, gave updates on the status of development projects

10. Adjourn

Moved by Commissioner Scussel, seconded by Commissioner Dizik, to adjourn the meeting. Meeting adjourned at 9:39pm.

May 6, 2025

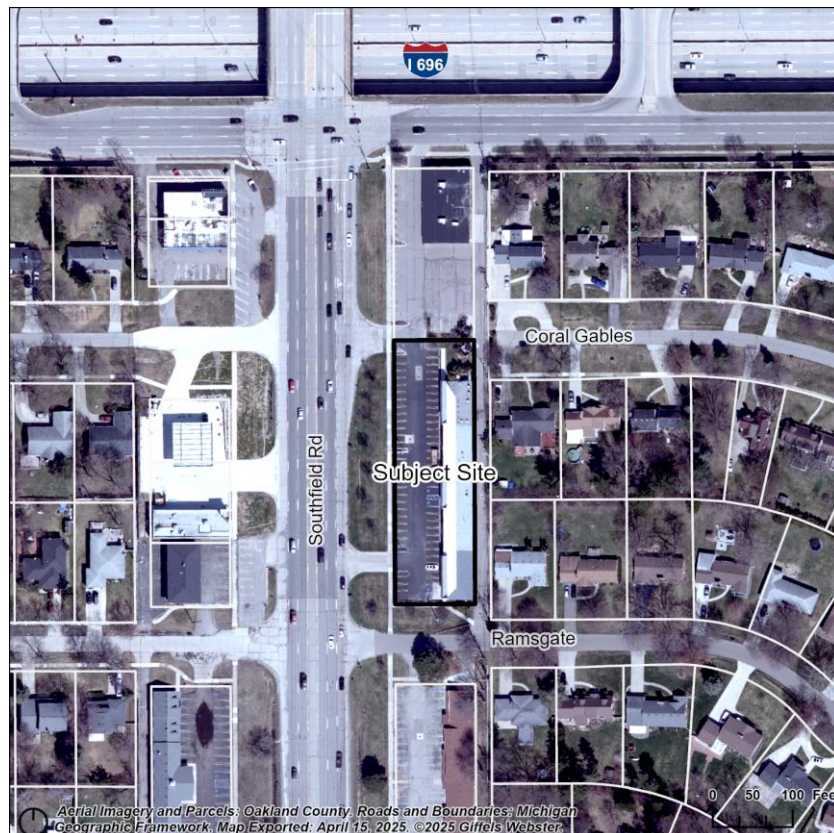
Austin Colson
Community & Economic Development/DDA Director
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Site Plan Review

Site: 26710 Southfield Road, Unit 6
Applicant: Hueissine Alsayed for Primealete Nutrition
Plan Date: 4/14/2025
Zoning: CV Commercial Vehicular District
Parcel ID's: 24-24-103-032

Dear Mr. Colson:

We have completed a review of the application for a new retail use tenant at the existing commercial strip center located at 26710 Southfield Road and a summary of our findings is below.



SUMMARY OF FINDINGS

Existing Conditions

1. **Zoning.** The site is zoned CV Commercial Vehicular District. Properties to the north and west are also zoned VC Village Center, properties to the east are zoned R-1 Single-family, and properties to the south are zoned MX Mixed Use.
2. **Existing site.** The approximate half acre site is zoned CV – Commercial Vehicular District and is located along the east side of Southfield Road, between I-696 to the north and Ramsgate Drive to the south. Our records confirm that a site plan for an existing commercial building renovation was considered for approval by the Planning Commission in 2020. The site plan consists of an existing, 9,450 square foot building with 7 tenant lease spaces and 61 parking spaces. At the time, a Happy's Pizza restaurant occupied 19% of the strip center, so a parking ratio of 1 space for every 200 square feet of gross floor area was applied to the site, resulting in a parking demand of 48 spaces. Access to the parking lot from Southfield Road is provided along the south side of the site, and the subject site shares an access driveway to Southfield Road with the commercial building to the north. An existing 20' alley separates the site from residential properties to the east and also provides access to a dumpster enclosure near the north side of the building. None of the parking spaces provided are shown to be located partially, or wholly within the Southfield Road right-of-way.

Proposed:

3. **Use.** The floor plan of the proposed use does not include the preparation of food. The tenant space will be used to sell pre-packaged meals and beverages, strictly classified as retail. Therefore, the use will not constitute a change in use from the approved site plan.
4. **Off-Street Parking.** The permit application indicates the tenant lease space consists of approximately 900 square feet, which results in an off-street parking requirement of 5 spaces (*1 per 200 sf. GLA*).

Based on the March 18, 2020 site plan:

- 48 off-street parking spaces are required and 61 are provided. As long as the tenant uses remain retail and personal services, the site exceeds the parking requirement by 13 spaces, or 21%.
5. **Additional review comment.** The applicant and building owner are responsible for accounting for the square footages of all tenant spaces of the 9,450 square foot building, once fully permitted and occupied. The City will maintain records of the occupancy permits for all tenant spaces at this site.

Respectfully,

Giffels Webster

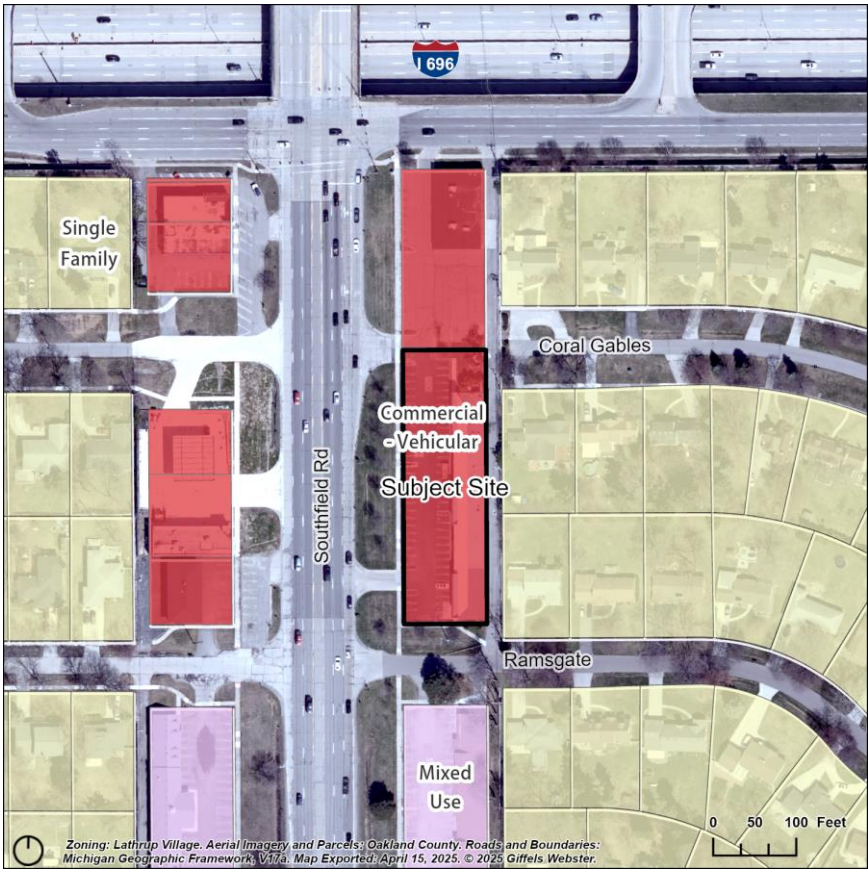


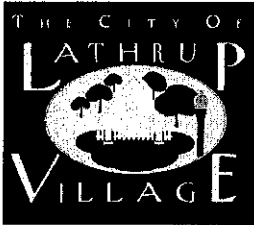
Jill Bahm, AICP
Partner



Eric Pietsch
Senior Planner

Aerial Zoning Map





A HERITAGE OF GOOD LIVING

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

Office Use Only

Date Submitted: _____

Administrative Review Date: _____

Site Plan Review Date: _____

Application for Site Plan Review

Pursuant to Sec. 6.1 site plan review requirements are intended to provide a consistent and uniform method of review of proposed development plans, to ensure full compliance with the regulations of this article and other applicable ordinances and state and federal laws, to achieve efficient use of land, to protect natural resources, and to prevent adverse impact on adjoining or nearby properties. It is the intent of these provisions to encourage cooperation and consultation between the city and the applicant to facilitate development in accordance with the city's land use objectives.

Project Location

Subject Property Address: 26710 southfield road, unit 6, lathrup village, 48076

Subject Property Parcel Number: _____

Project Name: Primealete Nutrition

Applicant Information

Name: Hueissine Alsayed

Address: _____ State: _____ Zip Code: _____

Phone Number: _____ Cell: _____

Email Address: _____

Interest in Property: To only retail meal preps

*If the applicant is a corporate or a partnership, please attach certificate from the state in which it is organized.

Property Owner Information

Name: The Surnow Company, LLC

Address: 320 Martin Street, Suite 100 State: MI Zip Code: _____

Phone Number: _____ Cell: _____

Email Address: _____

Proposed Building/Alteration Information

Proposed Use: Retail

Existing Zoning: Commercial Vehicular

Does the project require Special Land Use approval?
If yes, additional application required.
☐

Yes

☒

No

Square Footage of New/Altered Building: 900

Number of existing jobs: _____

New jobs created: _____

FT 2

PT _____

Project Architect				
Name:	NA			
Address:	NA		State:	NA
Phone Number:	NA	Cell:	NA	
Email Address:	NA			
Project Engineer				
Name:	NA			
Address:	NA		State:	NA
Phone Number:	NA	Cell:	NA	
Email Address:	NA			
Project Attorney				
Name:	NA			
Address:	NA		State:	NA
Phone Number:	NA	Cell:	NA	
Email Address:	NA			
Required Submittal Information				
Pursuant to Sec. 6.1.4 (C) Submission of site plan for final review: the applicant is required to submit the following materials to the City Hall 21 days prior to the targeted date of the formal Site Plan review. Failure to supply all required information will result in the rejection of the application by the Administration or the Planning Commission. Incomplete applications will not be accepted.				
<input checked="" type="checkbox"/>	One (1) completed and signed copy of the application for site plan review			
<input checked="" type="checkbox"/>	PDF of complete site plan review application materials			
<input checked="" type="checkbox"/>	One (1) full-sized (24x36) set of site plans, for each required review			
<input checked="" type="checkbox"/>	Proof that the plan has been submitted for review to governmental agencies that have jurisdiction over any aspect of the project, including, but not limited to Road Commission for Oakland County (RCOC), Water Resource Commission (WRC), county health division, Michigan Department of Transportation, Michigan Department of Environmental Quality, and other agencies deemed appropriate by the planning commission or city council			
<input checked="" type="checkbox"/>	Review Fee: Commercial \$1,330 / Multi-Family \$1,225 + \$1/unit			
Signatures				
Application MUST be signed by both the applicant and legal property owner. The undersigned deposes that the foregoing and any attached information is true & correct.				
Applicant's Signature:	Hueissine Alsayed			
Applicant's Printed Name:	Hueissine Alsayed			
Date:	4/4/2025			
Owner's Signature:	<i>Rob Krochmal</i>			
Owner's Printed Name:	Rob Krochmal - agent for The Surnow Company, LLC			
Date:	April 11, 2025			

TO: Lathrup Village Planning Commission
FROM: Tom Kennedy, Downtown Development Authority Intern
DATE: May 20, 2025
RE: Solar Energy Systems Ordinance – Intent, Overview, and Justification

Introduction

Dear Members of the Planning Commission,

I am writing to present and provide context for the Solar Energy Systems Ordinance that has been drafted for your review. This ordinance consolidates previous versions into one clear and comprehensive policy governing the installation, maintenance, and decommissioning of solar panels and battery storage systems on residential and commercial properties throughout the City of Lathrup Village.

Background

In 2021, the Planning Commission deliberated the need for such an ordinance and, at the time, determined that a specific solar ordinance was not necessary. However, in the intervening years, regulatory standards and expectations from state-level agencies—specifically the Michigan Economic Development Corporation (MEDC) have shifted considerably. The MEDC now strongly encourages or requires municipalities to adopt local zoning language that proactively regulates and permits renewable energy systems, including solar, as part of future Redevelopment Ready Communities (RRC) compliance and sustainable development best practices.

Given this updated guidance, and in support of our city's goals for environmental stewardship, equity in energy access, and economic resilience, we have prepared this ordinance to:

- Provide clear, accessible standards for property owners and developers;
- Prevent regulatory confusion or loopholes related to solar installations;
- Align with modern building codes, safety regulations, and environmental goals;
- Preserve community character while promoting green infrastructure.

This ordinance was made in direct response to the city's drive to receive our redevelopment ready certification standards. As such, it must be noted that the Solar Energy Systems Ordinance that we are proposing was one of the easier and cost-effective changes we could

make. Other options would take years to accomplish with funding we may not have, would be ordinances that would not be possible due to local geography or would not be realistic given local topography. Such options include green roofs, requiring native or low-maintenance planting, rainwater collection systems, just to name a few.

We feel as if Solar Energy Systems has the best possible chance to benefit the community. We should also note that our community never explicitly denied allowing solar panels; we never had regulations or standards, which meant that residents or commercial property owners could be investing in solar panels that could be installed improperly, incorrectly and unsafely, which then puts them and neighbors at risk. This ordinance stands to protect property, life, the environment, and aesthetics of our community.

Purpose of the Ordinance

This ordinance is intended to:

1. Legally permit and regulate the installation of solar panels and battery storage systems in all zoning districts—residential and commercial—either as accessory or principal uses.
2. Establish consistent aesthetic, dimensional, and safety standards for both ground-mounted and building-integrated systems.
3. Encourage renewable energy adoption while ensuring installations are compatible with surrounding uses, especially in residential or historic districts.
4. Require proper decommissioning and environmental disposal of expired or abandoned solar systems and batteries to prevent future liabilities.
5. Comply with the Michigan Building Code, National Electrical Code (NEC), NFPA 855, and guidance from the Michigan Department of Environment, Great Lakes, and Energy (EGLE).
6. Protect neighboring properties and public spaces from adverse impacts, such as glare, improper siting, or fire hazards, through enforceable performance standards.

Policy Highlights

1. Permits roof-mounted and ground-mounted systems, subject to setbacks, height, and screening requirements.

2. Defines key terms such as “principal-use solar energy system” and “battery storage system” to reduce ambiguity.
3. Require systems to be inspected and permitted through the Building Department.
4. Allows the Planning Commission or Zoning Administrator to approve variances or waivers in certain justified scenarios.
5. Mandates decommissioning timelines and financial assurances for commercial-scale systems.
6. Encourages minimal visual impact and sets aesthetic guidelines for installations, especially in historic or highly visible areas.
7. Provides a clear enforcement mechanism to address unpermitted systems or unsafe conditions.

Neighboring Communities & Precedent

Below is a comprehensive list of neighboring communities in the area, as well as notable cities and communities around the state that have adopted Solar Energy ordinances of some kind, with a link to their ordinance language.

Southfield, Michigan

([PDF Page 234](#), [Document Page 220](#))

Southfield, Michigan has adopted comprehensive zoning regulations to manage the installation of solar energy systems across all zoning districts. Roof-mounted solar panels are permitted citywide but must comply with design limits—specifically, they cannot extend more than four feet above the roof surface or protrude beyond the roof edge.

Ground-mounted systems are also allowed, but only in the side and rear yards of a property. These systems must meet a minimum setback of five feet and are subject to height restrictions—no more than 10 feet in rear yards and 3.5 feet in side yards. Additionally, ground-mounted installations may not cover more than 20% of the total lot area, preserving open space and minimizing visual clutter.

Southfield requires both building and electrical permits for any solar installation, ensuring systems are safely integrated into existing structures and electrical grids. The ordinance also addresses battery storage, requiring batteries to be housed in secure enclosures and

properly disposed of in accordance with hazardous waste regulations once they are no longer in use.

Birmingham, Michigan

([Ordinance Found Here](#))

Birmingham, Michigan permits roof-mounted solar panels in all zoning districts, reflecting the city's general support for renewable energy. However, this permission comes with design and placement requirements intended to maintain the city's architectural character and aesthetic standards.

Panels must be integrated into the roof structure or installed as flush-mounted systems, helping to reduce visual impact. Additionally, installations are restricted to rear or side-facing roofs that do not front any public street.

If this placement proves impractical—due to shading, structural limitations, or other factors—property owners may request approval for alternative panel locations. These cases require review and approval by either the Planning Board or the Historic District Commission, depending on the property's designation.

Berkley, Michigan

Berkley, Michigan has incorporated solar energy into its zoning ordinance by formally defining solar energy systems, including ground-mounted installations. The presence of these definitions indicates that the city recognizes and anticipates the installation of solar technologies within its jurisdiction.

While the ordinance does not currently include detailed regulations or design standards, the inclusion of foundational definitions establishes a framework that could be expanded as demand for solar grows. This approach positions Berkley to adapt quickly with more specific policies in the future, should the need arise.

Ann Arbor

([Ordinance Found Here](#))

Ann Arbor, Michigan has implemented comprehensive solar energy regulations to promote renewable energy use throughout the city. Personal-scale solar energy systems are

permitted in all zoning districts. These installations must follow specific design guidelines to ensure they remain compatible with the aesthetic character of surrounding neighborhoods.

To further support solar adoption, Ann Arbor has amended its Unified Development Code (UDC). Recent updates removed previous restrictions on installations in single- and two-family residential zoning districts. This streamlines the permitting process and makes it easier for homeowners to install rooftop solar systems.

In addition to zoning updates, the city is launching a Sustainable Energy Utility (SEU). This innovative, community-owned utility will provide 100% renewable energy from local solar and battery storage systems. Residents and businesses can opt in to receive clean energy directly from solar installations in their neighborhoods.

Together, these efforts reflect Ann Arbor's strong commitment to sustainability, energy equity, and long-term environmental leadership.

Lansing

([Ordinance Found Here](#))

Lansing, Michigan has incorporated specific provisions into its zoning code to actively encourage the adoption of solar energy systems. One such provision offers density bonuses to developers who incorporate solar-powered heating or air conditioning systems into planned residential projects. This incentive allows developers to increase the number of dwelling units in a project, thereby promoting energy-efficient building design while supporting urban density goals. Additionally, Lansing's ordinance includes height allowances for roof-mounted solar energy systems. These systems are permitted to extend up to 18 inches above the district's maximum building height, which accommodates the installation of solar panels without conflicting with existing design standards. Together, these policies reflect Lansing's commitment to integrating renewable energy into its development framework in a practical and scalable way.

Highland Park

([Ordinance Found Here](#))

Highland Park has implemented a comprehensive solar energy ordinance that addresses progressive provisions like building-integrated systems and dual-use solar energy systems. Building-integrated systems may include photovoltaic or hot water systems installed as part of roofs, windows, or other building elements. The city also permits dual-use systems, which

combine solar installations with agricultural or other productive uses, reflecting Highland Park's broader goals for sustainability and land use efficiency.

This ordinance reflects the city's commitment to sustainable energy solutions and provides clear guidelines for residents and developers.

Franklin

([Ordinance Found Here](#))

In the Village of Franklin, solar energy installations are permitted but with strict design guidelines that reflect the village's desire to preserve its historic and residential character. Panels must be mounted flush within six inches of the roof surface and are not allowed to extend above the peak. Installations on steep roofs or building facades are prohibited, and the hardware must match the color of the existing roof to reduce visual disruption. This ordinance exemplifies how solar energy adoption can be balanced with stringent aesthetic expectations.

These guidelines aim to preserve the village's historic character while allowing for renewable energy adoption.

Conclusion

By examining these examples, it's evident that municipalities of all sizes across Michigan are proactively developing ordinances to regulate and promote solar energy systems. For Lathrup Village, adopting a clear and comprehensive solar ordinance not only aligns with state-level sustainability goals but also positions the city as a forward-thinking leader among its peers. Such an ordinance can facilitate the adoption of renewable energy, ensure safety and aesthetic standards, and provide clarity for residents and developers alike.

Moving Forward

This ordinance is not simply regulatory; it is strategic infrastructure policy. It signals that Lathrup Village is committed to a clean energy future, prepared to accommodate new technology safely, and dedicated to thoughtful land use planning.

The ordinance was designed in consultation with best practices from other Michigan communities, input from the Michigan EGLE and MEDC, and legal review of zoning and environmental standards. Its flexibility and clarity are intended to support residents and

businesses, not hinder them, while empowering the City with tools for oversight and public safety.

I respectfully ask that the Planning Commission and our residents review the ordinance and provide feedback or recommendations prior to formal consideration of adoption. Any and all recommendations will be considered, and relevant amendment proposals will be addressed in the final draft of this ordinance.

memorandum

DATE: May 16, 2025

TO: Lathrup Village Planning Commission

FROM: Jill Bahm & Eric Pietsch, Giffels Webster

SUBJECT: Zoning Amendment – Money Service Businesses

Introduction

What prompted this amendment?

At the March 17, 2025 meeting, the Lathrup Village City Council resolved to impose a 180-day moratorium on accepting any applications to locate money service businesses within the city and that the Planning Commission shall not process any applications for such uses during the moratorium period. In recognition that market size of money service businesses has grown rapidly in recent years with a compounded annual growth rate greater than ten percent a year, there is an inherent need to study the issue in order to ensure consistent, cohesive, and sensible land use and development in the city, including responding to the local needs and goals of the Master Plan. As part of the resolution, the City Planner, City Attorney, and City Administrative Staff are tasked to propose language to be presented for a public hearing to the Planning Commission and ultimately to the City Council to define what a money service business may consist of, to propose which zoning district(s) that such use should be located within, whether such use shall be a permitted or special land use within the applicable zoning district, and to propose regulations managing the concentration of such businesses.

Why is there concern?

According to InCharge Debt Solutions¹, check cashing businesses provide services to millions of people, but they should not be relied upon for the long term. On a one-time basis when the need is high, using the service can be beneficial, but the high fees of the service add up and lead to a debt spiral that is hard to break. The fees to cash checks on a continuous basis can result in difficult cycles, particularly for low-income users who are seeing a percentage of the little money they earn, go to a service just to cash a check. Among the negatives:

- **Fees:** The Consumer Federation of America reports the average nationwide percentage to cash a check at a service is 4.1% of the value of the check and that it varies by state.
- **Upselling:** The selling of predatory lending, such as payday loans, for immediate cash but with unreasonably high interest rates.
- **Risk:** Customers who complete a transaction at a check cashing business with a large amount of cash may be targeted by would-be criminals.
- **No federal protection:** There is no FDIC protection of money as there is at a bank.
- **Getting trapped:** The instant gratification of easy money may be convenient but in the long term, results in more harm than good to a person's financial wellbeing.

1. InCharge Debt Solutions. [What Is Check Cashing? Benefits, Downsides, & How it Works](#)
2. [Drowning in Debt: A Health Impact Assessment of How Payday Loan Reforms Improve the Health of Minnesota's Most Vulnerable - Human Impact Partners](#)

The high fees and interest charged by check cashing payday loan businesses drain money from local economies, reducing the disposable income of residents and limiting community investment. This can lead to a decline in local business activity and hinder community development efforts.²

Current Ordinance

The ordinance does not include any provisions for money service businesses, more commonly referred to as check cashing businesses, nor does it define a term, or related term. It is important to state that money service businesses are not banks and do not provide banking services, and therefore, it is imperative to include a definition within the ordinance to establish that distinction.

Money service businesses are a convenience by nature and therefore operate within modest-sized building footprints. There are currently two existing money service businesses located in the city; one within the CV -Commercial Vehicular zoning district, and the other in the MX -Mixed-Use zoning district; and both along the west side of Southfield Road near 12 Mile Road. Communities throughout the country are taking precautionary measures in order to ensure the presence, or overabundance, of money service businesses do not negatively impact the quality of life, public health, safety, and general welfare of the community. As a built-out community, Lathrup Village is well positioned to amend its zoning ordinance in order to address these uses in a manner that is fitting for the residents of the community.

Considerations

What are the appropriate options for money service businesses?

The neighboring city of Southfield adopted restrictions limiting the location of money service businesses in 2012. The city of Southfield has implemented a set of conditions for Alternative Financial Services that may be viewed as excessive in Lathrup Village, given its much more confined context. With that said, for consistency, we propose the definition of terms to be aligned with those found in Southfield's code. A combination of restricting money service businesses to be no less than 1 mile from each other and allowing for the permitting of them as special land uses within the Commercial Vehicular and Mixed-Use districts only, significantly limits where this type of use could be permitted within a city of such small stature. Our analysis finds that money service businesses exist in close proximity to all city boundaries of Lathrup Village, and as a result, satisfy the demand for one or more facilities in a 1-to-2-mile distance. The context of the built environment along the commercial corridors in Lathrup Village, coupled with the intentions of non-residential zoning districts, and the community's Comprehensive Plan, result in a recommendation that any development application for a money service business be restricted to the Commercial Vehicular and Mixed-Use districts as a special land use, subject to the review and consideration of the Planning Commission and City Council, with solicited input from the public.

Considering there are money service businesses in two separate zoning districts that provide service to the city's residents, we suggest proposing spatial restrictions within these districts (Commercial Vehicular and Mixed-Use) and prohibit the use in all other zoning districts. These restrictions are listed in Article 4, Use Standards, below, and will restrict additional money service businesses, will initially allow for no more than three such uses, and ultimately will likely permit no more than two uses in the city in the future.

Bearing in mind the "Intent" statements of the Commercial Vehicular and Mixed-Use districts in the zoning code, the intent of the Commercial Vehicular district is *"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."*

- These areas are limited to Southfield Road at 12 Mile Road and Southfield Road at 11 Mile Road/I-696.

The intent of the Mixed-Use district is *“to allow flexibility in the redevelopment of property along Southfield Road, where frontage lots limit the availability of parking and compliance with building setbacks. This district will encourage pedestrian-oriented design and will complement the Village Center district.”*

- The majority of parcels along Southfield Road are zoned Mixed-Use, which dictates the proposed separation dimensions that will ultimately limit the number of money service businesses along Southfield Road, and to a lesser extent, the north side of 11 Mile Road (east of Southfield Road).

The articles of the ordinance where amendments are proposed are briefly summarized below. The proposed text amendment follows this memo.

Article 2. Definitions.

See attached text amendment.

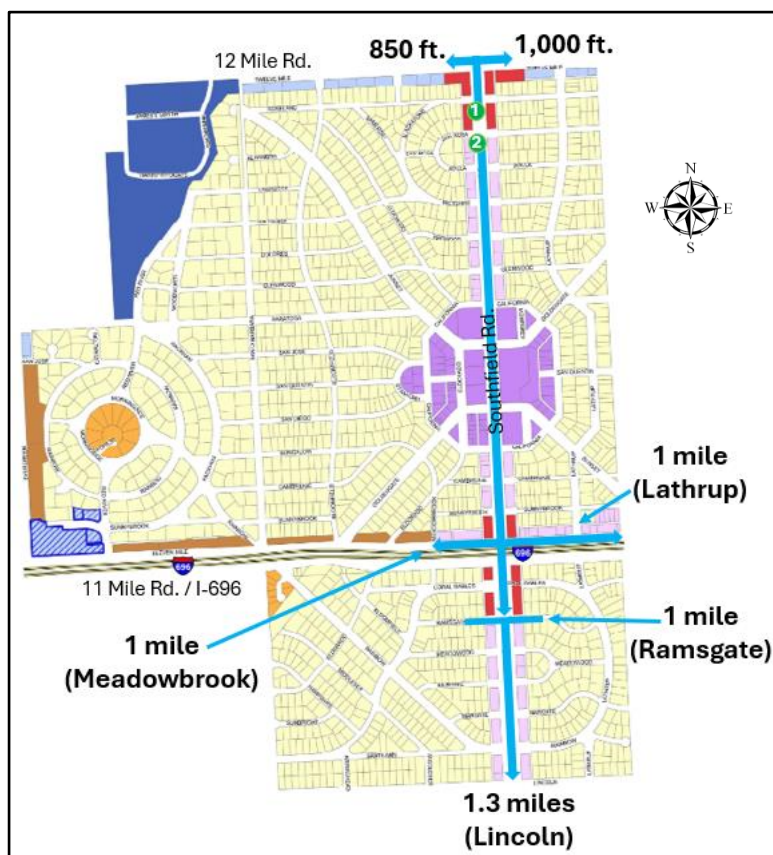
Article 3. Zoning Districts.

Money Service Businesses may be permitted in the CV -Commercial Vehicular and MX -Mixed-Use zoning districts, subject to special land use approval. Proposed special land uses require a full site plan review for consideration by the Planning Commission, a public notice for a public hearing, and ultimately, approval by the City Council. Money service businesses will not be permitted by right in any zoning district.

Article 4. Use Standards. A money service business cannot be located nearer than 1 mile (5,280 feet) to any other money service business location. Establishing this type of requirement is considered a “dispersal standard”. In Lathrup Village, there are two existing money service businesses that are approximately 500 feet apart; therefore, these uses shall be considered legally nonconforming until one, or both, no longer exist.

In the future, if one of the two businesses were to close, and/or relocate, they would only be able to do so, by way of a special land use request, on either a Commercial Vehicular or Mixed-Use zoned parcel, and no less than one mile from any other money service business. Applying this standard would limit possible parcels to the south side of the city within either the CV or MX district. The map in Figure 1, at right, shows the approximate 1-mile distance from the existing money service businesses, and further illustrates how the proposed ordinance language will limit these uses.

FIG. 1. Distances (blue arrows) from existing money service businesses (green circles). No money service business is permitted within 1 mile of another and may be permitted as a special land use in the CV district (red) and MX district (pink) only.



A third money service business may be considered for special land use approval but would be restricted to MX parcels on Southfield Road, south of Ramsgate, and MX parcels, on 11 Mile Road, east of Lathrup; locations that are no less than a mile from the existing money service businesses.

If any one of the three money service businesses were to close, any future scenario would likely result in only two money service businesses existing at any given time thereafter, as their separation would consistently be limited to 1 mile or greater within the boundaries of the city. *Distances are approximate in Fig. 1 above.*

Per Section 4.7 of the zoning code, businesses in Lathrup Village are permitted to operate between the hours of 7:00 a.m. and 11:00 p.m. We recommend the allowed hours of operation for money service businesses be reduced to 8:00 a.m. and 7:00 p.m. We find that a common hours of operation for money service businesses is between the hours of 9:00 a.m. and 6:00 p.m. The Planning Commission may consider allowing different operating hours.

Article 5. Site Development Standards.

Off-street parking requirements for money service businesses would align with the current standards for professional and administrative office uses, which are defined as, “*Businesses which serve as offices for professional, executive, administrative, and medical uses, including the offices of architects, accountants, insurance, doctors, dentists, government, and financial institutions*”. Therefore, money service businesses are proposed to require:

- 1 space for every 275 square feet of gross floor area. Section 5.13.14.C.i. Business and Commercial Uses (professional and administrative offices, including cannabis safety compliance facilities).

What does the Master Plan say?

Vision, Goals, & Objectives

What do we want and why?

- Thriving local businesses
- Employed workforce
- A convenient selection of goods and services
- A diverse tax base with a resilient economy
- Provide meaningful, well-paying jobs for residents
- Provide entry-level jobs for younger residents
- Offer access to local goods and services for residents

Future Land Use

Commercial Vehicular

- The intent of the Commercial Vehicular category is to serve transient customers, creating a higher trip generation to the commercial site. These areas are located along Southfield Road at the intersections of 11 Mile Road and 12 Mile Road. The uses envisioned within this land use class would include retail, restaurant, service businesses such as banks, professional offices, and gas stations.

Mixed Use

- The blocks north of the Village Center and blocks south of 11 Mile Road are designated mixed use, to be redeveloped with residential, office, and “lower trip-generation retail businesses.” Most of the Southfield Road Corridor, except the Village Center and mile road intersections, are designated as Mixed Use.
 - Given the modest size of money service businesses, the Mixed-Use district is likely to accommodate this type of use in the existing urban context.

Village Center

- The Village Center establishes a concentrated area for commercial and civic activities. It is envisioned that there will be a mix of public and private property, including residential, office, retail, restaurant, entertainment, gathering spaces, and recreation areas. The final configuration of Southfield Road will dictate the size and development footprint of the area. It is anticipated that the internal road network will be developed to continue the alley system and the conceptual “Park Street Promenade.” The current civic facilities are intended to remain in the Village Center area but may be leveraged or reconfigured to accommodate the redevelopment as envisioned for a vibrant, compact, pedestrian-oriented downtown area.
 - Given the extent to which the proposed amendment language restricts money service businesses to not less than 1 mile, the Village Center is not included in the zoning districts that will allow for those types of uses.

Commercial Corridors / Downtown Plan

- The Lathrup Village Downtown Development Authority (DDA) includes all parcels zoned CV - Commercial Vehicular. The Commercial Corridors and Downtown Plan reports, *“the future success of Lathrup Village’s current effort to revitalize its commercial area will depend, in large measure, on the readiness and ability to initiate public improvements that strengthen the commercial area and when feasible to participate in the development of new private uses that clearly demonstrate the creation of new jobs, the attraction of new business, and the generation of additional tax revenues.”* The moratoria placed upon money service businesses is a proactive response to a recognized threat and relies upon the Master Plan and its studies to determine how to best address the ongoing goals of revitalizing the downtown area.
- When considering applications for special land use approval, the Planning Commission should look to the goals and objectives of the Commercial Corridor Plan of the Master Plan. This will provide sound guidance when considering whether a particular site is suitable for use as a money service business.

Summary / Recommendation

The Planning Commission may wish to discuss the proposed draft language that follows. Once satisfied with the text, a public hearing may be set. A recommendation to City Council will follow.

Amend Section 2.2: Definitions to add:

Money Service Business. Any non-chartered financial institution offering check cashing services, currency exchange, pay-day loans, and/or similar services as its primary function.

Check Cashing Facility. A money service business that for compensation engages, as its primary function, in the business of cashing checks, warrants, drafts, money orders, or other commercial papers serving the same purpose. "Check cashing facility" does not include a state or federally chartered bank, savings association, credit union, or industrial loan company. "Check cashing facility" also does not include a retail seller engaged primarily in the business of selling consumer goods, including consumables, to retail buyers that cash checks or issue money orders for a minimum flat fee as a service that is incidental to its main purpose or business.

Amend Section 3, Zoning Districts, to add Money Service Business as a special land use in the CV -Commercial Vehicular Zoning District and MX -Mixed-Use Zoning District.

Section 3.1.7.C.xiii. Money Service Business

Section 3.1.9.C.xi. Money Service Business

Amend Section 4, Use Standards, to add a new standard:

Section 4.23. Money Service Business. When permitted as a special land use, the Planning Commission shall consider all of the following:

1. A money service business shall not be located any nearer than 1 mile (5,280 feet) to any other money service business location.
2. That the money service business will not have a negative impact on adjacent residential neighborhoods.
3. That the money service business will not result in a negative impact on surrounding businesses.
4. The petitioner has implemented the recommendations made by the City of Lathrup Village's Police Department and Southfield Police Department's Crime Prevention Bureau regarding site security.

Amend Section 5, Site Standards, to add a new use:

Section 5.13.14.C. Business and Commercial. i. Professional and Administrative Offices including cannabis safety compliance facilities to include "money service business".

1 space for every 275 square feet of gross floor area.

memorandum

DATE: May 14, 2025

TO: Lathrup Village Planning Commission

FROM: Jill Bahm & Eric Pietsch, Giffels Webster

SUBJECT: Zoning Amendment – Small Box Retail Discount Store

Introduction

What prompted this amendment?

At the March 17, 2025 meeting, the Lathrup Village City Council resolved to impose a 180-day moratorium on accepting any applications to locate small box discount retail stores within the city and that the Planning Commission shall not process any applications for such uses during the moratorium period. In recognition that chain dollar stores are rapidly expanding, there is an inherent need to study the issue in order to ensure consistent, cohesive, and sensible land use and development in the city, including responding to the local needs and goals of the Master Plan. As part of the resolution, the City Planner, City Attorney, and City Administrative Staff are tasked to propose language to be presented for a public hearing to the Planning Commission and ultimately to the City Council to define what a small box discount retail store may consist of, to propose which zoning district(s) that such use should be located within, whether such use shall be a permitted or special land use within the applicable zoning district, and to propose regulations managing the concentration of such businesses.

Why is there concern?

Research has found that one of the most serious problems for a community's economic health is the impact of small box discount retail stores on existing businesses and, in particular, their impact on grocery stores. Most chain dollar stores stock only a limited selection of fresh or frozen vegetables, fruits, or meats. Even those that offer an expanded selection of fresh food, like DG Market and Dollar Tree Plus!, still provide only a fraction of the fresh food that a grocery store of comparable size offers. Yet, in both urban neighborhoods and small towns, these chains are opening stores at such a density that they crowd out full-service grocery stores and make it nearly impossible for new ones to open. A [2022 study by UCLA and the University of Toronto](#) found that if there are three chain dollar stores within a two-mile radius of one another, a full-service grocery store there will likely close.¹

Current Ordinance

The ordinance does not include any provisions for small box retail discount stores, more commonly referred to as dollar stores, nor does it define a term, or related term.

Of all the zoning districts in Lathrup Village, the Commercial Vehicular district is the most appropriate to consider including small box retail uses. Data shows that small box discount retail stores are becoming uses that oversaturate local markets and that communities throughout the country are taking precautionary measures in order to ensure their presence, or overabundance, does not negatively impact quality of life, public health, safety, and welfare. As a built-out community, Lathrup Village is well positioned to amend its zoning ordinance in order to address these uses in a manner that is fitting for the residents of the community.

1. [Adopt Dollar Store Restrictions - Institute for Local Self-Reliance](#)

Considerations

What are the appropriate options for small box retail discount stores?

Permit as a special land use in the CV -Commercial Vehicular district.

Considering the “Intent” statements of the Commercial Vehicular, Mixed Use, and Village Center districts in the zoning code, the intent of the Commercial Vehicular district is most fitting as it pertains to small box retail discount store uses. It states the CV district’s intent is *“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.”* These areas are limited to Southfield Road at 12 Mile Road and Southfield Road at 11 Mile Road / I-696.

Given the 1.5 square mile city of Lathrup Village is entirely surrounded by the city of Southfield, we recommend consistency with the zoning standards set forth in the city of Southfield, beginning with the definition, as written below.

Article 2. Definitions.

Small Box Retail Discount Store. A retail store with a floor area ranging from 5,000-15,000 square feet that offers for sale an assortment of physical goods, products or merchandise directly to the consumer, including food or beverages for off-premises consumption, household products, personal grooming and health products and other consumer goods, with the majority of items being offered for sale at lower than the typical market price. Small box discount stores do not include retail stores that: contain a prescription pharmacy; sell gasoline or diesel fuel; primarily sell specialty food items (e.g. meat, seafood, cheese, or oils and vinegars); or dedicate at least 15% of floor area or shelf space to fresh foods and vegetables.

Article 3. Zoning Districts.

Small box retail discount stores may be permitted in the CV -Commercial Vehicular zoning district, subject to special land use approval. Proposed special land uses require a full site plan review for consideration by the Planning Commission, a public notice for a public hearing, and ultimately, approval by the City Council.

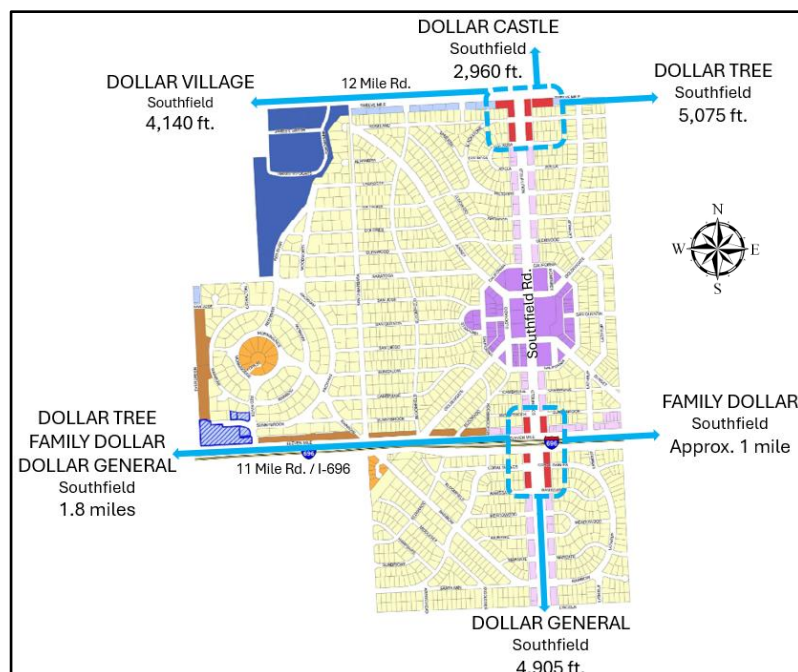
Article 4. Use Standards. A small box retail discount store cannot be located any nearer than 1 mile (5,280 feet) to any other small box retail location. Establishing this type of requirement is considered a “dispersal standard”.

Our research finds small box retail discount stores exist within less than a mile from the Commercial Vehicular zoning districts in Lathrup Village. Unless any of the outlying, existing stores become permanently closed, applying this standard would restrict small box retail discount stores to limited parcels within the CV district near Southfield Road and I-696. The map in Figure 1, on the page below, shows approximate distances from the CV districts to the nearest small box retail discount stores, all of which are located in the neighboring city of Southfield.

When reviewing a request for a Special Use Permit, the Planning Commission shall consider all of the following;

- 1) Whether the small box retail discount store will have a detrimental impact on the development of grocery stores and other businesses that sell fresh and healthy food items in the area to be served by the proposed use.
- 2) The availability of healthy food options in the area of the proposed use, including the proximity of full-service grocery stores within one mile of the proposed use, and effect of the use on the retail food environment.
- 3) A Special Land Use approved under this section must stipulate that a minimum of 15 percent of the floor area of the variety/small box store must be dedicated to fresh produce, meat, and dairy products.

FIG. 1. Nearest small box retail discount store from the CV - Commercial Vehicular zoning districts in Lathrup Village. Parcels zoned as CV are highlighted in red.



This criterion reduces the parcels eligible for special land use allowance of small box retail discount stores to those along Southfield Road, within the blocks between 11 Mile Road and Sunnybrook Avenue, north of I-696. These sites are shown in the images below.



Hours of operation for small box retail discount stores in Southfield are limited to 8:00 a.m. to 10:00 p.m.

Per Section 4.7 of the zoning code, businesses in Lathrup Village are permitted to operate between the hours of 7:00 a.m. and 11:00 p.m. We recommend these hours remain consistent when applied to small box retail discount stores, unless the Planning Commission suggests otherwise.

Article 5. Site Development Standards.

No change to these standards is proposed. Off-street parking requirements for small box retail discount stores would align with the current retail use standards, and would be as follows:

- 1 space for every 200 square feet of usable floor area. Store sizes ranging from 5,000 to 15,000 square feet would generate a parking requirement of about 25 spaces minimum to 75 spaces maximum. Section 5.13.14.C.iv. Business and Commercial Uses (retail).

What does the Master Plan say?

Vision, Goals, & Objectives

What do we want and why?

- Thriving local businesses
- Employed workforce
- A convenient selection of goods and services
- A diverse tax base with a resilient economy
- Provide meaningful, well-paying jobs for residents
- Provide entry-level jobs for younger residents
- Offer access to local goods and services for residents

Future Land Use

Commercial Vehicular

- The intent of the Commercial Vehicular category is to serve transient customers, creating a higher trip generation to the commercial site. These areas are located along Southfield Road at the intersections of 11 Mile Road and 12 Mile Road. The uses envisioned within this land use class would include retail, restaurant, service businesses such as banks, professional offices, and gas stations.

Mixed Use

- The blocks north of the Village Center and blocks south of 11 Mile Road are designated mixed use, to be redeveloped with residential, office, and “lower trip-generation retail businesses.” Most of the Southfield Road Corridor, except the Village Center and mile road intersections, are designated as Mixed Use.
 - The context of the physical layout and intent of the Mixed-Use district is not conducive to accommodating small box retail establishments.

Village Center

- The Village Center establishes a concentrated area for commercial and civic activities. It is envisioned that there will be a mix of public and private property, including residential, office, retail, restaurant, entertainment, gathering spaces, and recreation areas. The final configuration of Southfield Road will dictate the size and development footprint of the area. It is anticipated that the internal road network will be developed to continue the alley system and the conceptual “Park Street Promenade.” The current civic facilities are intended to remain in the Village Center area but may be leveraged or reconfigured to accommodate the redevelopment as envisioned for a vibrant, compact, pedestrian-oriented downtown area.
 - Given the amount of parking required for small box retail stores, as well as the intended compact, pedestrian-oriented goals of the district, the Master Plan does not support these types of uses in the Village Center district.

Commercial Corridors / Downtown Plan

- The Lathrup Village Downtown Development Authority (DDA) includes all parcels zoned CV - Commercial Vehicular. The market study of the Master Plan reports, *while there does not seem to be a demand for additional retail goods and related service space, there is the potential to capture exported space in “Food,” “General Merchandise,” and “Miscellaneous” retail that includes*

operations such as Barber/Beauty salons, Book Stores, Florist/ Nurseries, Paper/Paper Products, and Gifts and Novelties. The catalytic activity and focus could be on specialty food activity.

- Recommendations of the market study generally do not lend support for small box retail discount stores. Recommendations such as, but not limited to the following:
 - Continue to enhance the walkability of the city and its neighborhoods
 - Expand specialty food opportunities beyond a traditional farmers' market
 - Utilize first floor spaces for year-around and seasonal pop-up retail, and co-working activities
 - Expand community activity space for arts, culture, and educational training.

Summary / Recommendation

The neighboring city of Southfield adopted restrictions limiting the location of small box discount retail stores in 2021. As an enclave surrounded entirely by Southfield, these restrictions would be reasonably effective if extended into the city of Lathrup Village. A combination of restricting small box discount retail stores to be no less than 1 mile from each other and allowing for the permitting of them as special land uses within the Commercial Vehicular district only, significantly limits where this type of use could be permitted within a city of such small stature. Our analysis finds that small box discount retail stores exist in close proximity to all city boundaries of Lathrup Village, and as a result, satisfy the demand for one or more stores in a 1-to-2 mile distance. In one instance, there are currently three independent stores at the intersection of 11 Mile and Lahser Roads to the west: Family Dollar, Dollar Tree, and Dollar General. The context of the built environment along the commercial corridors in Lathrup Village, coupled with the intentions of non-residential zoning districts, and the community's Comprehensive Plan, result in a recommendation that any development application for a small box discount retail store be restricted to the Commercial Vehicular district as a special land use, subject to the review and consideration of the Planning Commission and City Council, with solicited input from the public.

Amend Section 2.2: Definitions to add:

Small Box Retail Discount Store. A retail store with a floor area ranging from 5,000-15,000 square feet that offers for sale an assortment of physical goods, products or merchandise directly to the consumer, including food or beverages for off-premises consumption, household products, personal grooming and health products and other consumer goods, with the majority of items being offered for sale at lower than the typical market price. Small box discount stores do not include retail stores that: contain a prescription pharmacy; sell gasoline or diesel fuel; primarily sell specialty food items (e.g. meat, seafood, cheese, or oils and vinegars); or dedicate at least 15% of floor area or shelf space to fresh foods and vegetables.

Amend Section 3, Zoning Districts, to add Small Box Retail Discount Store as a special land use in the CV -Commercial Vehicular Zoning District.

Section 3.1.7.C.xii. Small Box Retail Discount Store

Amend Section 4, Use Standards, to add a new standard:

Section 4.22. Small Box Retail Discount Store. When permitted as a special land use, the Planning Commission shall consider all of the following:

1. A small box retail discount store shall not be located any nearer than 1 mile (5,280 feet) to any other small box retail location.
2. Whether the small box retail discount store will have a detrimental impact on the development of grocery stores and other businesses that sell fresh and healthy food items in the area to be served by the proposed uses.
3. The availability of healthy food options in the area of the proposed use, including the proximity of full-service grocery stores within one mile of the proposed use, and effect of the use on the retail food environment.
4. A Special Land Use approved under this section must stipulate that a minimum of 15 percent of the floor area of the variety/small box store must be dedicated to fresh produce, meat, and dairy products.

5/20/2025

Lathrup Village - Site Development Status

PZE Process #	Address	Applicant Name	PZE Process Type	Started	Date Completed PZE Process	Completed Construction (Yes/No)	Notes
PZE23-010	27300 Southfield Rd	Sadier Abro	Site Plan Review	6/15/2023	2/20/2024	No	<p>The Planning Commission reviewed and issued a zoning interpretation confirming that a laundromat is a permitted use, allowing the project to move forward. Following this decision, the site plan was formally approved on February 20, 2024. The interior renovations for the "white box" units, which are part of the laundromat project, are now in the final stages of completion.</p> <p>The approved site plan permits retail and personal care uses in the remaining units. An accounting firm, which previously occupied the northern unit, is returning to its original location. A nail salon and vape shop are currently waiting for the property owner to complete the interior build-out before they can proceed.</p>
PZE24-013	26600 Southfield Rd	Hatem Hannawa	Site Plan Review	8/1/2024		No	<p>The revised site plan was approved by the Planning Commission on January 21, 2025. The engineering review for both interior and exterior build-out has been completed, and the necessary building permits have been obtained. Construction is now underway.</p>

5/20/2025

PZE24-019	27700 Southfield Rd	Akiva Investments, LLC	Site Plan Review	10/22/2024		No	<p>The applicant is requesting site plan approval for the historic preservation and adaptive reuse of Lathrup Village's former high school, proposing its transformation into multi-family housing, co-working space, and an activity/event space. The project received approval from the Lathrup Village Historic District Commission (HDC) on February 19, 2025.</p> <p>A public hearing was held on April 15, 2025, at which the applicant presented the site plan to the Planning Commission for review and consideration, and the plan was approved on that date.</p>
PZE24-020	28317 Southfield Rd	Lantei Takona	Site Plan Review	11/4/2024	12/17/2024	No	<p>The site plan for a golf simulator business was approved by the Planning Commission on December 17, 2024. Since no interior construction is required, the business is currently in the process of installing golf simulator equipment in preparation for opening. CED staff are working with their selected sign company for final approval.</p>
PZE25-004	26710 Southfield Rd	Hueissine Alsayed	Site Plan Review	4/16/2025		No	<p>The applicant requests approval for a change of use for a commercial unit located in the Mixed-Use (MC) district, converting the existing personal services use to retail. The proposed use will support a premade meal business, which prepares meals off-site in a commercial kitchen and sells them at retail locations. The Planning Commission will review the application at its May 20, 2025, meeting.</p>

5/20/2025

PZE25-005	28309 Southfield Rd	Raymond Sherer	Site Plan Review	5/6/2025		No	The applicant proposed a change of use for a commercial property in the Mixed-Use (MX) district, converting the unit from retail to personal services to accommodate an acupressure massage and spa business. This business has operated in the city for several years at a different location. Since the proposed use is permitted by-right in the MX district and has the same parking requirements as the previous retail use, the site plan review was eligible for administrative approval.
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