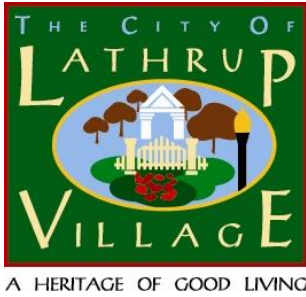




Planning Commission Agenda

Tuesday, February 18, 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.](#) January 2025 - Planning Commission Meeting Minutes
5. **Public Comment**
6. **Old Business and Tabled Items**
 - [A.](#) Public Hearing - Zoning Ordinance Amendment First Floor Residential in Village Center
7. **New Business**
 - [A.](#) 2024 PC Annual Report
8. **Other Matters for Discussion**
9. **General Communication**
 - [A.](#) Development Projects Update
10. **Adjourn**



Planning Commission Minutes

Tuesday, January 21, 2025 at 7:00 PM
27400 Southfield Road, Lathrup Village, Michigan 48076

1. **Call to Order** at 7:03pm

2. **Roll Call**

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

Absent: Commissioner Scussel and Co-Chair Fobbs

Others Present: DDA Director Austin Colson, Planning Consultant Eric Pietsch of Giffels & Webster, Attorney LeAnn Kimberlin, City Clerk Alisa Emanuel

3. **Approval of Agenda**

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

Yes: Hillman, Stansbery, Nordmoe, Dizik, Hammond

No: N/A

Motion carried.

4. **Approval of Meeting Minutes**

A. December 2024 - Planning Commission

Motion by Commissioner Hillman, seconded by Commissioner Dizik to approve the minutes from the December 17, 2024 Planning Commission meeting.

Yes: Hillman, Stansbery, Nordmoe, Dizik, Hammond

No: N/A

Motion carried.

5. **Old Business and Tabled Items**

A. 26600 Southfield Road – Site Plan

Eric Pietsch, explained the changes in materials that would be used in the design of the façade

that are in the amended Site Plan for the Auto Parts Store at 26600 Southfield Road.

Commissioner Hillman, Commissioner Hammond, Chair Stansbery, DDA Director Colson, and Giffels and Webster Representative Pietsch had further discussions regarding the colors and materials that would be used in the building.

Motion by Commissioner Nordmoe, seconded by Commissioner Dizik, to approve the site plan for 26600 Southfield Road.

Yes: Hillman, Stansbery, Nordmoe, Dizik, Hammond

No: N/A

Motion carried.

A discussion as to why there was no public comment section on the agenda, until after the vote, began when audience members began to talk loudly at the Planning Commission, and DDA Director Colson, Chair Stansbery and other Commission members discussed the placement of the Public Comments. Chair Stansbery, suggested moving the Public Comments section to allow for Public Comments before the New Business item.

Moved by Commissioner Hammond, seconded by Commissioner Nordmoe, to move the agenda item, Public Comment from item 7 to item 6, swapping it with New Business, which will move from item 6 to item 7.

Yes: Hillman, Stansbery, Nordmoe, Dizik, Hammond

No: N/A

Motion carried.

6. Public Comment Section

Bruce Copus, asked if notifications about the Public Hearing were sent to residents near the proposed apartment site at the Annie Lathrup School building, and asked more questions about notifying residents.

DDA Director Colson, said it was published in the Oakland Press. Attorney Kimberlin, confirmed that notification is allowed by a publication circulated within the area.

During Bruce Copus’s public comment time, two other residents were speaking out of turn, regarding how residents were notified and asking why it wasn’t in the City Newsletter or the Southfield Sun, and DDA Director Colson, answered that it was based on the publication schedule.

Chair Stansbery, in response to several questions being asked by residents, explained that during the public comment section the Commission only listens to the public, they do not respond.

Attorney Kimberlin, asked to clarify and explained that this is a text amendment, not a district amendment, and the notification that goes out is a publication.

Mr. Copus thought that the Commission needed to get the word out, and that the publication in just the Oakland Press wasn't enough for such a big project, that will impact the residents of Lathrup Village.

Bruce, a 40 year resident, said he thought an open forum was an exchange of information back and forth, and he is assuming the Planning Commission has done their due diligence, since they are considering making zoning changes. He wanted to request a copy of the City's infrastructure reports, and wanted to know how it can support an apartment complex, considering the City's current water pressure. He mentioned a prior conversation that gave him concern about Lathrup Village's water pressure and how it can be fixed, as well as the Sewer and Electrical capacities, and if a substation has to be put in for the apartment, will the City have to pay for the upkeep of the substation. He wants information to verify that the Planning Commission has done their due diligence. He stated that If you can rezone for first floor residency, you can rezone it so no one can live there or a combination of that.

Pete Trussa, on Lathrup Blvd., has lived here 12 years, he put a sign in his yard about this subject and residents stopped and asked him about it. He heard things about the School being torn down, middle income housing, and that green space will be taken out, they will go to the sidewalk and it will change what it looks like near Southfield Road. He and people that he talked to did not think it was good and he doesn't want it.

Karen Miller, lives on Glenwood, and she was on the Planning Commission, for five years, she questions the sincerity of the City, by putting the Public Hearing notice in the Oakland Press, because not everyone gets the Oakland Press. Thinks the Comm is being asked to make decisions on false information she referenced the Master Plan, not being able to find that the ordinance that refers to new buildings being built in the City, having to be built up to the sidewalk, she said it was just a suggestion. She did not like Mr. Surnow's response to questions about drains, grease, and sediment, at a prior meeting, and says those will be on the City. She expressed that the plan does not seem to meet the intent of the Historic District Commission.

Roger Linn, resident for 37 years, expressed that he has no problem with having an apartment building there, but has reservations about the design of it, and that it doesn't seem like it fits Lathrup Village. He mentioned to Council that in Berkley they have have loft apartments whose design fits right in. He thought the designs of the two ends of the proposed apartments doesn't have harmony with our City.

Autumn, writes the Village Voice Newsletter, said she has the site plans there for people to see, and she concurs with Roger, the proposed in not cohesive with Lathrup Village. She mentioned that it was not approved by the Historic District Commission, that the School, which is a Landmark, will not be seen because of the two side structures, and that it will cause a lot of infrastructure demand and change. She said that citizens are entrusting the Planning Commission to protect them, and that there are ordinances to protect them that are supposed to be honored. She mentioned a Town Hall that residents are having, that will occur tomorrow for residents to go through the renderings and examine the apartments, parking, and traffic concerns of the proposed building project.

Kathy Minick, 65 year resident, her Mother lives here too, expressed that there is already a tremendous traffic problem and people cut through the neighborhoods, there are signs regarding the traffic direction and speed limit, but they are not followed, the additional crosswalks are another traffic and safety concern, and she thinks with the added residents from the proposed apartment building, it will only get worse. Consider the infrastructure and implications of this project.

Ms. Martinez, Lathrup Village resident, expressed her concern regarding the water pressure not being enough to put out fires, she said her home will be near this proposed apartment project, and mentioned that a sprinkler installer, had told her in the past that both Southfield and Lathrup Village, have low pressure and he had to install a special pump. She thinks with the added use due to people living in the proposed apartments, the water pressure problem will get worse.

Barb Kenez, resident for 60 plus years, would like us to keep and maintain a Bedroom Community, and they have waited 30 plus years for something to happen at the School, and thinks they have kicked residents out of the plan, and residents will have no access. She expressed, that the School building is the Center point of their community, that none of them can even use, and said she is not a fan of putting up the wings on both sides, the building is lost in that drawing.

Lauren, 25 years, said she was glad to see Surnow finally doing something with the Building, the City can't, because they don't own it, she said that the Surnow Company, has revisited the plans over and over again, and they keep going back and have tweaked the plans to be compliant with the ordinances. She thinks that if the plans do not go through, the other option is to level it.

Lady with glasses, did not give her name, but said Surnow, knows how to renovate an old building, they have done it in Birmingham, they have just held us hostage for 30 years and they are doing it again, and we are falling into their mess.

7. New Business

A. Public Hearing - Zoning Ordinance Amendment First Floor Residential in Village Center

Eric Pietsh, explained the zoning ordinance amendment, to add for residential use on the ground floor, which currently is only allowed on the second floor and above.

Commissioner Nordmoe, commented on how the changes were presented to him, and other Commission members, explained, how the changes are represented.

Commissioner Hillman, thinks in a vacuum he doesn't mind what he sees, but we are considering it in the context of the site plan, he would prefer not, considering a revision to the rules, because there is a site proposal.

Commissioner Hammond, agreed with Commissioner Hillman, and spoke about the City's Master Plan, and residents' input. His feeling, about the intent of the Master Plan, was to create a district, with retail, and a walkable place where people can hang out, but there has been limited investment, it would have been nice if this came up during one of the Master Plan revisions, instead of for a specific project, and it doesn't sit right with him. He said, if the revision is made, it

will apply to all buildings, not just this project.

Commissioner Dizik, looking at this plan and the requested revisions, doesn't see how first floor residential fits into the City plan, he has seen it in other Cities, and didn't think it was a benefit. He thinks it is important to revisit, the plan and see if restaurants, businesses, that are available to residents can be included.

DDA Director Colson, explained that the proposed intent, is to have places, including rooms that will be rentable to residents, the basketball court, a hall for rent, and there is a commitment from Bamboo to have a workable place.

Commissioner Nordmoe, found he did give input into the Master Plan and this proposed plan helped him understand the language for this district, he was shocked of the possibility of residents living close to Southfield Rd., however he understands the market has changed, and the real shortage is affordable housing not restaurants and he wants it to work. He is not happy about the size and how it interfaces with the school, but wants it to be preserved, and knows the investment in the school has to work for the investor, and he doesn't see how this works without there being residents on the first floor. Commissioner Nordmoe, said this causes us to think about the language in the plan.

Commissioner Hammond, said one thing about turning the first floor into retail, is that there is already empty retail space, so it doesn't make sense if there is no demand.

Commissioner Dizik, when it is walled off, he struggles with the idea of it being walled off, he mentioned atriums, up on pedestals,

Commissioner Hillman, thought some of the proposed public places, could inhabit along Southfield Road, he thinks Surnow has been creative, but could compromise, to include them elsewhere and be in compliance with what the City already has in place.

Commissioner Nordmoe, said, that we have a responsibility to not get into design, but respond to their thinking with regard to rules that are already in place, we can't say build us club space for the building. The building plan has to support it, make the plan work, maybe take off the top floor, that would be less dwarfing of the school. He said they need to consider the livability and the rentability of that first floor space, because this is not downtown Birmingham, where people walk right next to the buildings.

Commissioner Hammond, expressed the intention to invest in the School Building and to make part of the School a public space, and that it has to make sense to the Developer, by giving them enough rent money to make it work.

Commissioner Hillman, stated that we haven't approved a site plan or a change to an ordinance yet, and asked the audience to be considerate, despite their strong feelings.

Public Hearing:

Pete Trussa, mentioned that transparency is important to the residents and wants to know what is going on, because he thought that it is not transparent, and said whether we agree or disagree, do we want to keep it looking like Lathrup Village, or something that we are not proud of?

Barb Kenez, we are all here, because we did hear about it, not by the City, and not from the Oakland Press, and would appreciate it if more would be in the Newsletter from the City, please communicate better with the residents, we are upset because we are hearing about things at the 11th hour.

Karen Miller, agrees with Commissioner Hillman, and thinks we should be reactive instead of proactive, and says it seems that this zoning amendment was written for Surnow, and it is taking away the power of the Historic District Commission, who only has three buildings, there are steps that have been missed, before they are going through an appeal. Please consider impact on the whole community not just on this one building.

Bruce Copus, is a former Planning Commission member, who contributed to the City’s Master Plan the first two times, and said, no where in the Master Plan does it say, we need large apartment buildings to make Lathrup Village great. He said property values, traffic, and infrastructure are all impacted by this development, you can’t tear it down, it is protected, because it is a Federal Historic building, we do not need additional residents in Lathrup Village, we are a Bedroom Community, and happy with that. Mr. Copus, expressed concern about the wait at traffic lights, he can only imaging the traffic, and he thinks we don’t need an apartment complex. He said their plans went from 250 to 132 units, they are flexible they want to develop, this ordinance change would not be good for residents.

Autumn, spoke about the threat of the developer demolishing the School, saying she doesn’t think they can, because of the Federal Asbestos Remediation laws, and stated, that it is a serious toxic hazard, if they do any kind of work on that building. She said they are not talking about protecting us, and they have left it vacant for ten years, she thinks, as a tax right off. Autumn, said now there is federal money available, and wants to know what they mean, when they say that they want Lathrup Village to contribute? She asked where in the ordinance does it say, new buildings have to be at the street and mentioned that Panera is a new build that is not to the street. She asked where exactly, is it in the ordinances, because they haven’t found it, she said it is a recommendation, not a rule. She also commented on safe walking conditions.

Public Hearing closed at 8:27pm, and was put it to a vote:

Commissioner Dizik, moved, seconded by Commissioner Nordmoe, to table this zoning ordinance amendment, until further revisions are done by the Surnow Company.

Yes: Nordmoe, Dizik, Stansbery
No: Hillman, Hammond
Motion carried.

Chair Stansbery, reminded the Commission members, that they were to vote yes or no on the ordinance amendment and that this vote was not about the site plan, only about first floor, residential living in Lathrup Village. Planning Commission members continued to discuss site plan issues, and then discussed what they wanted, Giffels and Webster to come back to the next meeting with, regarding the ordinance, and mentioned proposing a percentage of ground floor residential units.

The next steps were discussed by Chair Stansbery and DDA Director Colson, of having this on the agenda for the Planning Commission meeting on February 18, 2025, with a public notice in a local newspaper. Commissioner Nordmoe asked for it to be put in the newsletter and Commissioner Hammond asked for it to be on the City's app.

8. General Communication

City Attorney Kimberlin, addressed a prior question about when a Planning Commission member can abstain, from voting, and read information regarding this issue, that basically stated that members must vote unless there is a conflict of interest.

A. Development Projects Update

DDA Director Colson, gave updates on the status of the projects, that are currently in the PZE process.

Commissioner Nordmoe and Commissioner Hammond, discussed the resident led Town Hall tomorrow in the Community Room at City Hall.

9. Adjourn

Motioned by Commissioner Dizik, seconded by Commissioner Hammond, to adjourn the meeting at 8:57pm.

Section 3.1.8.A. Intent. The intent of the VC Village Center District is to create a compact and unique downtown district for the City by encouraging the redevelopment of property where buildings feature a mix of residential, retail and office uses and are laid out in a pedestrian-oriented manner that reflects a traditional small town urban form. There will be two types of roads in the VC District: Primary roads that function as the main streets and other roads that support the grid network. Parking will be provided on-street and in shared parking areas. Alleys will provide service and parking access.

Section 3.1.8.B. Village Center District Uses

Use	Floor	
	Ground Floor	Upper Floor
Commercial Uses		
Restaurant, bar, tavern, live entertainment	P	P
Personal Services	P	P
Bed & Breakfast, inn, hotel	P	P
Retail commercial uses up to 6,000 sq. ft.	P	S
Grocery store up to 10,000 sq. ft.	P	
Post office and other government services	P	P
Professional & administrative offices		P
Business service uses	P	P
Establishments involving the manufacture or sale of any alcoholic beverages regulated by the Michigan Liquor Control Act, MCL 436.1101 et seq.	S	S
Banks and other financial institutions	P	P
Outdoor cafes	P	P
Temporary outdoor display and sales §36-4.14	A	A
Adult day care centers §36-4.15	S	S
Recreation, Education & Assembly		
Library, museum	S	P
Child care centers §36-4.15	S	S
Theater, cinema, performing arts, places of worship §36-6.2	S	S
Instruction centers for academic and fine arts purposes	P	P
Health/Fitness facility	P	P

Residential Uses		
Home occupations/Live-Work	P	A
Single family attached		P
Multiple family	<u>P***</u>	P
Accessory uses, customarily incidental to permitted uses	A	A
Uses similar to the above uses, as determined by the Planning Commission	P*/S**	P*/S**
Publicly owned and operated parks and parkways		

P = Permitted S = Special Land Use A = Accessory use

* If similar to a permitted use on this level, as determined by the Planning Commission

** If similar to a special land use permitted on this level, as determined by the Planning Commission, and subject to reasonable conditions to address impacts of similar special land uses.

*** Multiple family residential uses may be permitted on the ground floor of a building, subject to the review and approval by the Planning Commission and the standards of Section 3.1.8.I.

Section 3.1.8.D. Building Placement

1. Buildings shall be constructed to the Build-to-Line and occupy 90 percent or more of the full width of the parcel, subject to the following:
 - A. Build-to-Zone: To allow variation and design flexibility, portions of the building façade may include jogs up to five (5') feet from the property line. Additional variations in setback for architectural features that meet the intent and spirit of this ordinance may be permitted at the discretion of the Planning Commission.
 - B. Building Entrances: Recessed areas from three (3) to five (5) feet from the Build-to-Zone shall be provided for primary building entrances.
 - C. Flexible Building Placement.
 - i. Forecourts: The Planning Commission may grant an exception for a building façade to retreat up to fifteen (15') feet from to the Build-to-Zone, into the building mass, to provide an open space plaza or courtyard provided that at least thirty-five percent (35%) of the total frontage meets the Build-to Zone.
 - ii. Historic structures: The Planning Commission may allow flexibility for building placement for historic buildings and additions, provided that the development meets the intent of this district.
 - D. Paved areas: All areas located between the building and the street shall be paved for pedestrians unless specific landscaped areas within the paved sections are approved.
2. Other Roads: Buildings that abut other roads shall be constructed to the Build-to-Zone and occupy 75% or more of the full frontage of the parcel and must meet 3.1.8.D.1 above. The Planning Commission may reduce the 75% frontage requirement to 50% when it determines that development of the site will be phased and that it is not reasonable to meet the 75% requirement at the time of site plan approval.
3. Interior Side Setbacks—None required

Section 3.1.8.E. Building Elements

The requirements listed in this subsection shall apply to all front-facing and exterior-side facing facades as well as facades that directly face a park or plaza. Walls shall not be blank. Walls shall include windows and architectural features customarily found on the front of a building in a traditional downtown setting such as awnings, edge detailing, cornice work, decorative materials, and decorative lighting. The following additional requirements shall apply:

- 1. Building Composition: Building facades shall be comprised of three distinct components: a base or ground floor, a middle, and a top.
 - A. Base: The base of a building shall be designed to clearly define where the building begins. It shall enhance the pedestrian experience by providing quality durable materials as well as ample windows that encourage views into a ground floor space. Frontage base types shall be one of the following on Primary Roads:
 - i. Arcade: A façade featuring a series of arches and columns.
 - ii. Storefront: The front façade build-to line is at or near the edge of the right-of-way (within the build-to-zone). The entrance to the building, which may be recessed, is at the grade of the sidewalk.
 - iii. Multiple family residential buildings: When ground floor residential is permitted by the Planning Commission, there is no prescribed building frontage, except that building fronts should generally run parallel to the street. Facades facing public rights-of-way, parks, and plazas should contain windows proportionate to the building façade.
 - B. Middle: For buildings with more than one story, the middle of a building, which begins above the ground floor, shall be separated from the ground floor by a visible break that may include a change of color, material, or window pattern. This break may include the sign band area. Upper floor windows shall be inset and grouped to reflect the rhythm of the ground floor openings.
 - C. Top: The top of the building will distinguish the building with a cornice or noticeable roof edge. Flat roofs shall be enclosed with parapets.
 - i. Equipment: Rooftop mechanical and other equipment shall be positioned and screened to minimize views from adjacent properties and obscure views from the public rights-of-way.
 - ii. Accessibility: Roofs may be accessible and may be used as balconies or terraces. Vegetated roofs are encouraged to cool buildings and limit stormwater runoff.
- 2. Windows and Doors
 - A. Generally
 - i. Materials: Structural elements to support canopies or signage, along with mullion and frame systems for windows and doors shall be painted, powder-coated or stained (or the equivalent). Glass shall be clear or lightly tinted. Reflective glass is not permitted. Glass block windows shall not be permitted unless the Planning Commission grants an exception for use as an accent.
 - ii. Shutters: When shutters are used, whether operating or decorative, they shall be equal to the width of one half of the adjacent window opening
 - iii. Façade Openings: All porches, doors, colonnades, and upper floor windows shall be vertically proportioned.
 - B. Ground Floor windows and doors for arcade and storefront frontage types:
 - i. Integral Design: All storefronts shall have doorways, windows, and signage that are integrally designed.

- ii. Transparency: Each storefront shall have transparent or lightly tinted areas, equal to at least 70 percent, but not more than 90 percent of its portion of the façade, between two (2) and eight (8) feet from the ground. These required window areas shall be either windows that allow views into retail space, dining areas, office work areas, lobbies, pedestrian entrances, merchandise display windows or other windows consistent with encouraging an active pedestrian environment along the storefront.
 - iii. Entry: At least one functioning doorway shall be provided for every street-facing storefront, with the primary entrance on the street. As applicable for a single ground floor use, one doorway shall be provided for every 75 feet in horizontal building length.
- C. Upper Floor windows and doors—Glazing: The glazed area of a façade above the first floor shall be between 30 and 50 percent, with each façade being calculated separately, floor to floor. Sill height: All windows shall maintain a consistent sill height, unless the Planning Commission grants an exception for a decorative window element or similar feature.

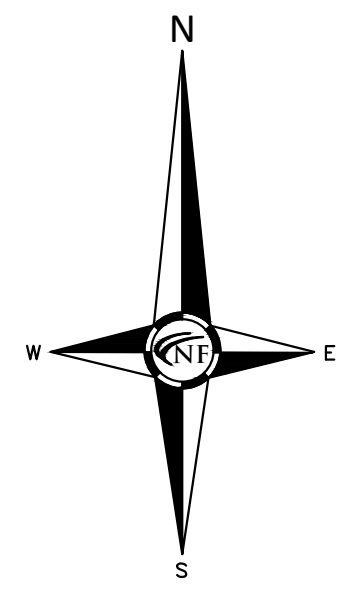
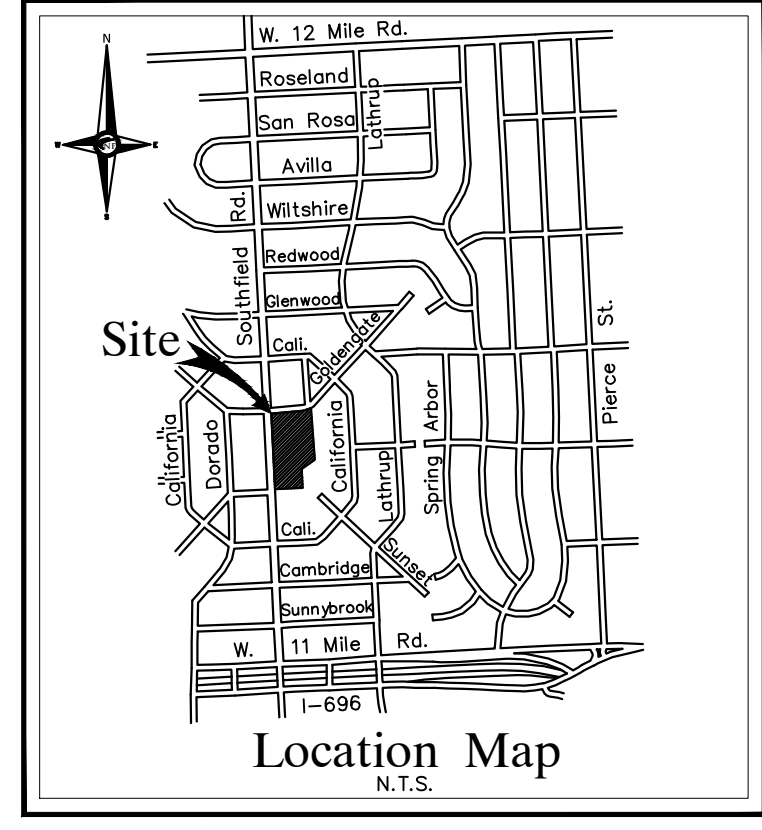
No change to the subsections 3.1.8.E 3-8.

No change to subsections 3.1.8.F-H

Section 3.1.8.I. First Floor Uses on Primary Streets

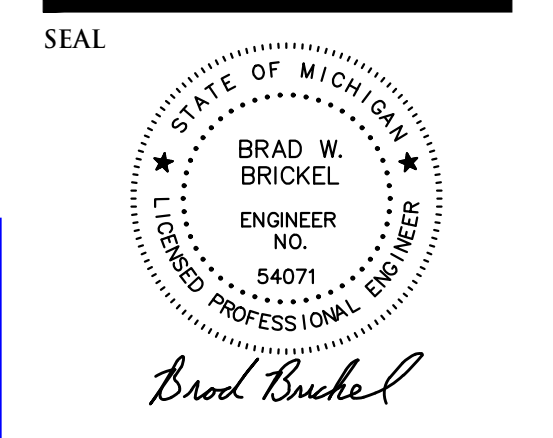
The following regulations apply to all first floor uses:

1. Retail and restaurant uses facing a primary street shall be at least twenty (20') feet deep, as measured from the street-facing facade. The Planning Commission may waive this requirement when it determines the following criteria are met:
 - A. The project involves the rehabilitation of a historic structure.
 - B. The project satisfies a demonstrated need for housing in the City of Lathrup Village.
 - C. The project includes passive or active open spaces, such as parks, plazas, and/or event spaces for public use.
 - D. The project is consistent with the City's Master Plan.
2. In order to promote a walkable downtown area as described in the intent of this zoning district and the City's Master Plan, Banks, financial institutions, professional, medical, administrative offices, and day care centers shall not comprise more than twenty-five (25%) percent of the street facing façade of the same side of a single block along a primary street.



NF ENGINEERS
 CIVIL ENGINEERS
 LAND SURVEYORS
 LAND PLANNERS

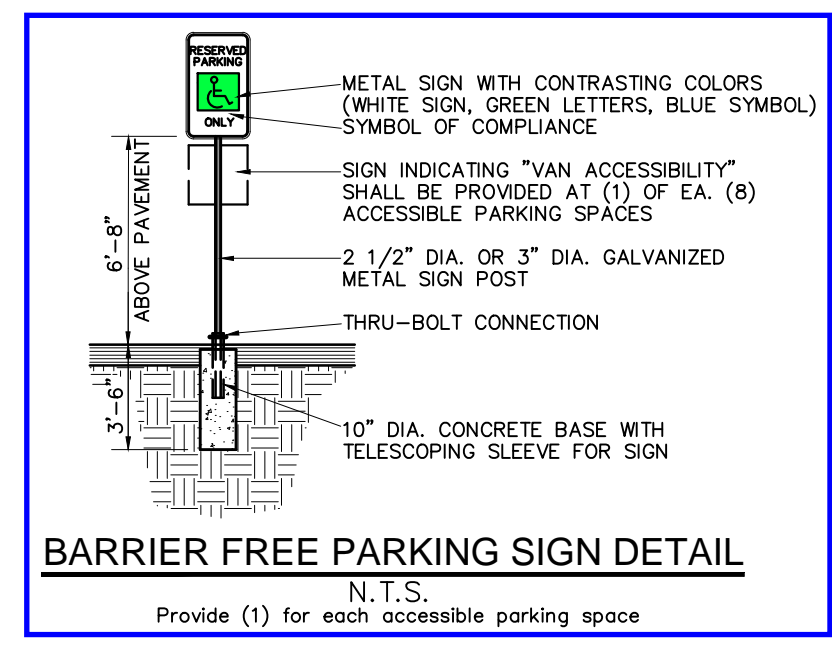
NOWAK & FRAUS ENGINEERS
 46777 WOODWARD AVE.
 PONTIAC, MI 48342-5032
 TEL. (248) 332-7931
 FAX. (248) 332-8257
 WWW.NOWAKFRAUS.COM



PROJECT
 27700 Southfield Road
 Lathrup Village, MI 48076

CLIENT
 The Surnow Company

Contact: Sam Surnow
 Phone: 248.865.3000 x 102
 Email: sam@surnow.com



BARRIER FREE PARKING SIGN DETAIL
 Provide (1) for each accessible parking space

NOTES
 REFER TO SHEETS SP05-SP05.1 FOR PAVING & GRADING PLANS
 REFER TO SHEETS SP07 FOR PRELIMINARY UTILITY PLANS
 REFER TO SHEETS SP06 FOR ADDITIONAL PROJECT NOTES AND DETAILS (TYP)

PERMIT NOTES
 AN EGE PERMIT IS REQUIRED FOR WETLAND & FLOOD PLAIN IMPACTS.
 ROAD PERMIT IS REQUIRED FOR ALL WORK WITHIN THE SOUTHFIELD ROAD RIGHT-OF-WAY.

UTILITY NOTE
 CONTRACTOR TO EXPOSE FIBER/ ELECTRIC/ TELEPHONE CONDUIT PRIOR TO COMMENCING CONSTRUCTION. UTILITY OWNER TO BE PRESENT. CONTRACTOR SHALL NOTIFY CIVIL ENGINEER OR RECORD FOLLOWING EXPOSURE TO COORDINATE.

DETENTION NOTE
 ON-SITE STORMWATER MANAGEMENT WILL BE PROVIDED TO MEET THE REQUIREMENT OF THE CITY OF LATHRUP VILLAGE ENGINEERING STANDARDS AND OAKLAND COUNTY WATER RESOURCES COMMISSIONER.

SITE DATA

SITE AREA	177,119.00 SFT.	100.0%
GROSS NET	177,119.00 SFT.	100.0%
ZONING	VILLAGE CENTER DISTRICT	
PARKING REQUIRED	1.5 SPACES / 128 UNIT	192 SPACES
PROVIDED	1.5 SPACES / 128 UNIT	192 SPACES
BICYCLE PARKING REQUIRED	1 SPACE / 10 VEHICLE PARKING SPACES	19 SPACES
PROVIDED	192 / 10	19 SPACES
How was this ratio determined?		
SITE AREA	177,119.00 SFT.	100.0%
BUILDING FOOTPRINT	56,074.26 SFT.	31.7%
PARKING & DRIVES	81,025.53 SFT.	45.7%
OPEN SPACES	40,019.21 SFT.	22.6%
SETBACK REQUIREMENTS	REQUIRED	PROVIDED
FRONT:	0'(WEST)	2.4'(WEST)
SIDE:	0'(NORTH) / 10.5'(SOUTH)	10.5'(NORTH) / 10.13'(SOUTH)
REAR:	5'(EAST)	52.3'(EAST)

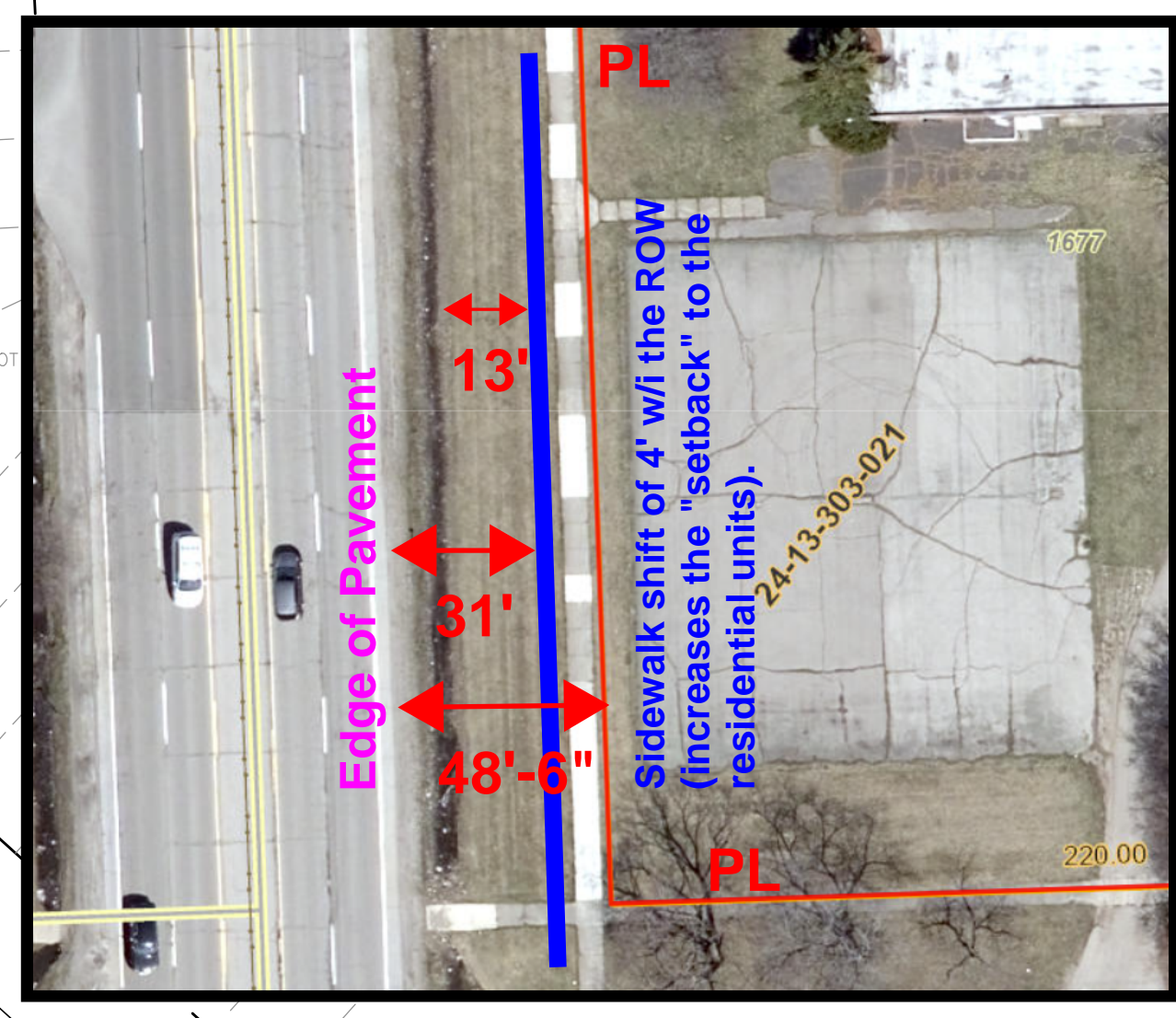
Same as previous.

PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED ASPHALT PAVEMENT

LEGEND

	EXISTING SANITARY SEWER
	SAN. CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN
	PROPOSED LIGHT POLE



PROJECT LOCATION
 Part of the SW 1/4
 of Section 13
 T.1N., R.10E.,
 City of Lathrup Village,
 Oakland County, Michigan

SHEET
 Site Plan



DATE ISSUED/REVISED
 10-17-24 ISSUED FOR SITE PLAN REVIEW
 01-10-25 REVISED PER CITY REVIEW

DRAWN BY:
 J. Lawrey

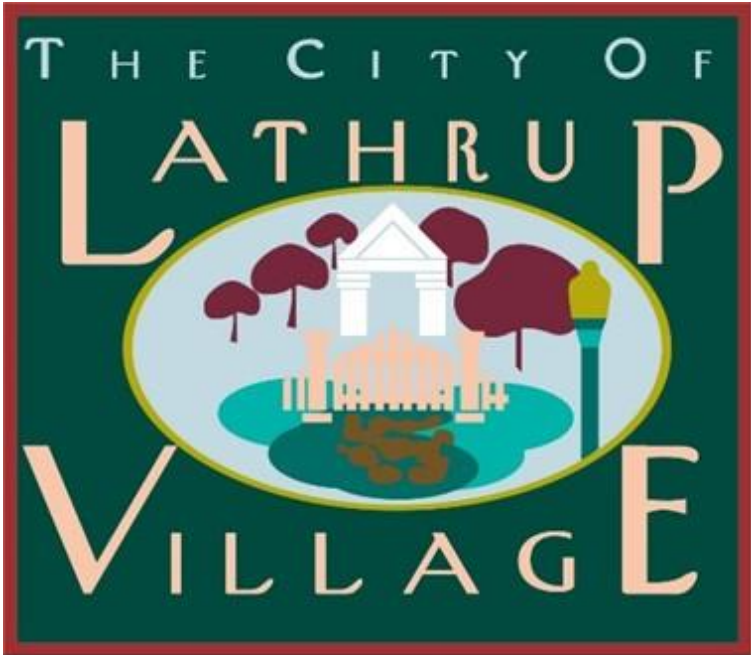
DESIGNED BY:
 A. Eizember

APPROVED BY:
 B. Brickel

DATE:
 October 17, 2024

SCALE: 1" = 40'
 40 20 0 20 40 60

NFE JOB NO. SHEET NO.
 O129 SP03



A HERITAGE OF GOOD LIVING

2024 Planning Commission Annual Report
February 2025

2024 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 2024.

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.

2024 Planning Commission Roster (as of December 31, 2024)

The composition of the Planning Commission remained largely consistent with 2023, with the exception of Robert “Bo” Tamarelli, who was succeeded by Dennis Nordmoe.

Name	Term Ending
Jason Hammond, City Council Liaison	
Les Stansbery (Vice Chair)	2025
Wilbert Fobbs III (Secretary)	2026
Mark Dizik	2025
Tim Hillman	2027
Dennis Nordmoe	2027
James Scussel	2026

Community & Economic Development Department Staff

Austin Colson, Community & Economic Development Director

Thomas Kennedy, Community & Economic Development Intern

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.

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.

2024 Department Activities

Development Reviews

In 2024, the Planning Commission reviewed four (4) site plan review and two (2) special land use applications; Zoning Board of Appeals considered two (2) applications.

Site Plan Reviews. Site plan review takes place when an application is submitted for new construction, additions, and/or changes in use to ensure that development plans meet the standards of the Zoning Ordinance. These standards are primarily non-discretionary standards – these are objective standards such as setback, landscaping, lighting, and parking requirements.

Four site plans were reviewed by the Planning Commission in 2024. Two site plans accompanied a special land use request, one application is for a complete exterior renovation, one application is for a monument sign to accompany an approved Planned Unit Development (PUD) and the final one represents a change of use and one application is for the preservation of the city’s former high school still under review by the Planning Commission. Site plan approvals are valid for twelve months, with a one-year extension permitted by the Planning Commission. These site plans included:

- 26727 Southfield Road – Special Land Use request for sale of alcoholic beverages.
- 27300 Southfield Road – Laundromat
- 27400 Southfield Road – Monument Sign (PUD)
- 27411 Southfield Road - Special Land Use request for sale of alcoholic beverages.
- 27700 Southfield Road – Preservation former high school and multi-family.
- 28317 Southfield Road – Golf simulator

Special Land Uses. Certain uses may be allowed in specific areas of the city through the special land use process, provided they meet established zoning standards. The Zoning Ordinance outlines both general and use-specific requirements for special land uses. While many of these standards are objective and non-discretionary, some involve discretionary elements that the Planning Commission evaluates during the review process.

A site plan must accompany all special land use applications, ensuring compliance with zoning requirements. The Planning Commission is responsible for reviewing the site plan and making a recommendation to the City Council regarding the special land use request. There were two special land use requests submitted to the city in 2024, both were for 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 PUD, special land use, and rezoning applications.

Zoning Updates

Staff worked on two amendments to the Zoning Ordinance this year but only one was presented to Planning Commission.

- **First Floor Residential.** The proposed ordinance change for the Village Center (VC) zoning district aims to permit multi-family residential uses on the ground floor, subject to review and approval by the Planning Commission. The Village Center District was designed to create a compact, pedestrian-friendly downtown that supports a mix of residential, retail, and office uses. By allowing residential units on the first floor, this amendment seeks to encourage redevelopment, enhance housing diversity, and promote a vibrant, active district while maintaining the district’s core walkability and mixed-use character. The change aligns with the city's planning goals and will be subject to specific standards to ensure it complements the overall vision for Lathrup Village’s downtown area.
- **Solar Energy and Battery Storage.** City staff have been collaborating with professors from the University of Michigan to develop a zoning amendment that will establish clear regulations for the installation of solar panels and battery storage systems in residential districts. This initiative aims to balance renewable energy adoption with neighborhood aesthetics and safety standards. The proposed amendment will provide guidance for residents on how to properly install solar panels while ensuring compatibility with existing zoning regulations. By creating a structured framework for solar energy systems, the city seeks to support sustainability efforts, promote clean energy, and assist homeowners in making informed decisions about solar installations.

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).
 - The city’s Downtown Development Authority (DDA) is working with the Road Commission for Oakland County (RCOC) to finalize the installation of HAWK (high-intensity activated crosswalk beacon) both north and south of I-696. The infrastructure for the HAWK signals north of I-696 has been installed and are expected to be operational in early 2025. The HAWK signal south of I-696 at Margate Avenue and Southfield Road is planned for installation in the summer of 2025. The DDA was successfully awarded a State Highway Safety Improvement Program grant to implement this project. The timeline for the southern installation accounts for project coordination and material availability.
 - A grant writer was secured through SEMCOG to draft an application for Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant funding.

While last year’s application was not successful, the DDA has since collaborated with the Road Commission for Oakland County (RCOC) to develop a revised proposal for this funding opportunity. If awarded, this grant will support the first phase of the long-awaited Southfield Road Reconstruction project, spanning Meadowood Avenue to Cambridge Boulevard.

- 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.

Meetings

Body	Number of Meetings
Planning Commission	7
Zoning Board of Appeals	2
Joint City Council, Downtown Development Authority & Planning Commission	0

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 2024, significant progress was made on zoning amendments aimed at expanding housing options and promoting sustainability within Lathrup Village.

The Planning Commission will continue to hold public hearing on the proposed zoning amendment to allow first-floor residential use in the Village Center (VC) zoning district, supporting a more flexible and mixed-use development approach that encourages downtown revitalization while maintaining pedestrian-friendly design.

City staff plan to continue collaborating with professors from the University of Michigan to develop zoning regulations for the installation of solar panels and battery storage systems in residential districts. These new regulations provide clear guidance for homeowners on proper solar panel installation, ensuring compatibility with existing zoning requirements while promoting the city's commitment to sustainable energy solutions.

The Planning Commission will continue discussions on reevaluating parking regulations in commercial districts, with the goal of better supporting business growth and redevelopment. Additionally, there is a strong commitment to strengthening collaboration with the DDA, ensuring that new and existing business/property owners receive the necessary support to successfully redevelop commercial sites in the city.

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 (PC) provided a zoning interpretation for the laundromat use, allowing the project to move forward. The building plans were reviewed and approved, and the site plan received formal approval on February 20, 2024.</p> <p>The exterior and façade construction has been fully completed. The first tenant has finished the interior build-out and is currently installing equipment in preparation for the laundromat's opening. Meanwhile, interior buildouts for the remaining units are still in progress. The property owner is actively working to secure additional tenants for the available units.</p>
PZE23-013	27601 Southfield Rd	Oakland Development, LLC	Site Plan Review	8/30/2023	11/21/2023	Yes	<p>Construction has been completed, and the business is now open. To comply with the PUD agreement, the applicant has ordered outdoor furniture and amenities. Installation will take place once the ordered items arrive.</p>
PZE24-013	26600 Southfield Rd	Hatem Hannawa	Site Plan Review	8/1/2024		No	<p>The applicant provided feedback following the second review of the site plan. The revised site plan was subsequently approved by the Planning Commission on January 21, 2025.</p>

PZE24-019	27700 Southfield Rd	Akiva Investments, LLC	Site Plan Review	10/22/2024		No	<p>The applicant is seeking site plan approval for the historic preservation and adaptive reuse of the old high school building, transforming it into multi-family housing, co-working space, and an activity/event space.</p> <p>On December 12, 2024, the Lathrup Village Historic District Commission (HDC) reviewed and approved the concept presented to rehabilitate the former high school located at 27700 Southfield Road. While the overall project concept received unanimous approval, the submitted site plan was not approved.</p> <p>The site plan was later presented to the Planning Commission on December 17, 2024, but no formal vote was taken. The applicant has revised their site plan to take back to the HDC for review at their February 19, 2025, meeting.</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.</p>