

A HERITAGE OF GOOD LIVING

## **Planning Commission**

Mark Piotrowski, Chairperson  
Karen Miller, Vice Chairperson  
Keith Brown, Secretary  
Bruce Copus  
Jason Hammond  
Charito Huleza  
Bruce Kantor

# **CITY OF LATHRUP VILLAGE PLANNING COMMISSION AGENDA Tuesday, February 26, 2019**

- 1. Call to order and Pledge of Allegiance**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of meeting minutes**
  - a. Minutes for the Regular Meeting – January 22, 2019
- 5. Public Comment – regarding items not listed on the agenda**
- 6. Public Hearing**
  - a. Special Land Use – 28601 Southfield Rd. (Jagged Fork)
- 7. New Business**
  - a. Site Plan Approval – 28601 Southfield Rd. (Jagged Fork)
  - b. Conceptual Site Plan Discussion – Panera Bread Drive-Thru
  - c. Zoning Discussion – Drive-Thru Uses
- 8. Old Business and Table Items**
  - a. 2019 Zoning Ordinance Amendments
- 9. Other Matters for Discussion**
- 10. General communication & correspondence**
  - a. Planner's Update
  - b. Legal Update
  - c. DDA Update
  - d. Staff Update
- 11. Adjournment**

At 7:00 p.m. the Regular meeting was called to order by Chair Piotrowski on Tuesday, January 22, 2019 in the City Council Chambers of the Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan.

Commissioners Present:                    Mark Piotrowski, Chair  
    Karen Miller, Vice Chair  
    Bruce Kantor, City Council Liaison  
    Keith Brown, Resident  
    Bruce Copus, Resident  
    Jason Hammond, Resident

Excused:                                        Charito Hulleza

Staff Present:                                Dr. Sheryl L. Mitchell, City Administrator, Yvette Talley, City Clerk

Also Present:                                Scott Baker, City Attorney and Jill Bahm and Matthew Wojciechowski of Giffels Webster

All present joined in the Pledge of Allegiance.

**PC-01-19                                        CALL TO ORDER AND ROLL CALL**

Roll call was taken. Motion by Commissioner Copus, seconded by Commissioner Hammond to excuse Commissioner Charito Hulleza from this meeting.

Motion carried.

**PC-02-19                                        APPROVAL OF AGENDA**

Motion by Commissioner Copus, seconded by Commissioner Hammond to amend the Agenda to add item 9b relevant to lighting requirement questions regarding businesses.

Motion carried.

**PC-03-19                                        MINUTES OF STUDY SESSION ON NOVEMBER 27, 2018**

Motion by Commissioner Kantor, seconded by Commissioner Hammond to approve the minutes of the Regular Meeting of November 27, 2018.

Motion carried.

**PC-04-19                      MINUTES OF REGULAR MEETING ON NOVEMBER 27, 2018**

Motion by Commissioner Hammond, seconded by Commissioner Copus to approve the minutes of the Study Session Meeting of November 27, 2018 with corrections.

Motion carried.

**PC-05-19                      AUDIENCE PARTICIPATION**

There was no audience participation.

**PC-06-19                      PUBLIC HEARING**

None

**PC-07-19                      ACTION ITEMS**

Motion carried.

**PC -08-19                      OLD BUSINESS and TABLED ITEMS**

- a. Site Plan Review- 26727 & 26751 Southfield Road (tabled)

Motion by Commissioner Copus, seconded by Commissioner Kantor to remove this item from the table.

Motion carried.

Matthew Wojciehowski gave an overview and answered specific questions and answered specific questions from the Planning Commissioners.

Jill Bahm gave an overview and answered specific questions from the Planning Commissioners.

Tarek Gayar, applicant gave an overview and answered specific questions from the Planning Commissioners.

**Recommended Conditions**

-The owners and operators of the gas station will comply with all requirements of the State of Michigan, including regular inspections underground storage tanks and removal of all such tanks and equipment should the operation cease.

-All operations of the proposed facility shall be conducted during the city's permitted hours of 7 a.m. to 11 p.m. This include store operation and tank refueling. Waste removal shall adhere to the city's ordinances.

-The site will be maintained and be free from rubbish on a daily basis.

-No outside storage of any goods or materials is permitted.

-A license to utilize the public alley is required from City Council. The public alley shall remain accessible for utility maintenance.

-Store windows shall be kept clear from the storage of materials. Window signs shall be limited to no more than ten percent of the total glass area on each side of the building per the Sign Ordinance.

-No televisions or speakers are permitted at the fueling station, other than two-way emergency speakers that are required by the State of Michigan.

-Site plan shall indicate correct truck modeling and be consistent with the letter submitted by the applicant. Truck traffic plan shall be updated to show the site accommodations WB-40 and WB-50.

-All sidewalks around the site shall meet the standards of the city engineer.

-Widening of Coral Gables shall meet the standards of the city engineer and RCOC.

-Screenwall shall meet the standards of the building code. Note that the screening shall be obscuring (not nonobscuring as the plan indicates). Typically, the wall sections will be 12 ft. long but may be different sizes if existing trees are impacted. The construction plans shall indicate proper construction and address drainage.

-The landscape plan shall be updated for consistency to reflect plantings (arborvitae by the dumpster)

-All lightning shall be directed within the site; no lightning shall cross the property line. No lighting is permitted on west-facing elevation of the canopy.

-The elevations for the canopy shall be provided and include notes for materials and lighting.

-The parking space indicated for barrier-free access also notes that space is van-accessible and shall be noted as such on the site plan.

-A sign on the building and a sign on the north elevation of the canopy maybe approved by the Building Official, provided any signs meet the requirements of the sign ordinance and the canopy sign des not project above the canopy or interfere with the traffic under the canopy.

Motion by Commissioner Hammond, seconded by Commissioner Kantor to recommend approval of the Site Plan Review pending the above mention updates.

Commissioners Copus and Miller voted No.

Motion carried.

b. Special Land Use – 26727 & 26751 Southfield Road (tabled)

Motion by Commissioner Kantor, seconded by Commissioner Copus to remove this item from the table.

Motion carried.

Motion by Commissioner Hammond, seconded by Commissioner Kantor to recommend approval of the Special Land Use for 26727 & 26751 Southfield Road to City Council pending the above mention updates.

Commissioners Copus and Miller voted No.

Motion carried.

## **NEW BUSINESS**

### **PC-09-19**

a. Conceptual Site Plan Review – 28601 Southfield Road

Thomas Teknos (Jagged Ford Holdings, LLC) gave an overview and answered specific questions.

Scott Baker, City Attorney gave an overview.

b. Approval of 2019 Meeting Dates

Discussion by board members of the dates of availability.

Motion by Commissioner Copus, seconded by Commissioner Kantor to approve the 2019 meeting dates.

Motion carried.

c. Election of Officers (Chairperson, Vice Chairperson, Secretary)

Motion by Commissioner Copus, seconded by Commissioner Brown to nominated Mark Piotrowski as Chairperson for 2019.

Motion carried.

Motion by Commissioner Copus, seconded by Commissioner Hammond to nominate Karen Miller as Vice-Chairperson for 2019.

Motion carried.

Motion by Commissioner Copus, seconded by Commissioner Hammond to nominate Keith Brown as Secretary for 2019.

Motion carried.

### **PC-10-19 OTHER MATTERS FOR DISCUSSION**

a. Zoning Ordinance Amendments for 2019-(Village Center District Standards)

Jill Bahm gave an overview and answered specific questions.

-Village Center district standards

-Residential district standards

- Non-residential district standards
- Site standards
- Development and Administrative review standards

b. Business inquiries regarding lighting

Commissioner Hammond gave an overview of Eddie smoke’s restaurant- he would like to place lights on his sign.

**PC-11-19**                      **GENERAL COMMUNICATION & CORRESPONDENCE**

a. Planner’s Update

Matthew Wojciechowski gave an overview of the zoning ordinance amendments health checkup – 2018. Revise bylaws in reference to quorum since there are additional members now quorum is 4.

b. Legal Update

None

c. DDA Update

Dr. Sheryl Mitchell said there will be town hall meeting Saturday, January 26<sup>th</sup> 9:00 a.m. – 11:00 a.m. to discuss medical/recreational marijuana. There is a questionnaire available on the website regarding medical/recreational marijuana. There was an offer extended to Susan Stec Manager, Community & Economic Development. Her starting date is February 4, 2019.

d. Staff Update

Dr. Sheryl Mitchell asked the Commissioners that have expiring terms if they were interested in being reappointed, complete an application and return it to the Clerk. The application is on the website.

**PC-12-19**                      **ADJOURNMENT**

Motion by Commissioner Copus, seconded by Commissioner Kantor to adjourn this meeting.

Motion carried.

The meeting adjourned at 9:45 p.m.

Submitted by Yvette Talley

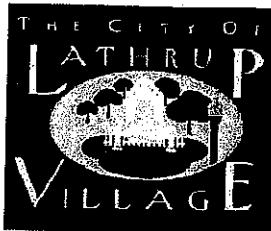
Recording Secretary

**CITY OF LATHRUP VILLAGE  
NOTICE OF PUBLIC HEARING  
FOR SPECIAL LAND USE**

Please take notice that a Public Hearing for Amended Special Land Use will be held before the City of Lathrup Village Planning Commission on Tuesday February 26, 2019 at 7:00 p.m. in the Council Room of the City of Lathrup Village Municipal Building, 27400 Southfield Road, Lathrup Village, Michigan, to consider a request to amend the Special Use Permit for the property located at 28601 Southfield Road, Lathrup Village, Michigan 48076. The Applicant Jagged Fork Holdings, LLC is requesting a Special Use Permit to allow for the operation of a sit down restaurant with a Class C Liquor License. This use is allowed within the MX - Mixed Use Zoning District subject to Special Land use approval.

A hearing on the above matter will be granted to any person interested at the time and place specified. Written comments are encouraged to be submitted in advance to the office of the City Clerk prior to 4:30 p.m. on the date of the hearing for inclusion in the hearing record. Following the hearing, the City of Lathrup Village Planning Commission may make a recommendation to City Council to grant the requested Special Land Use Permit.

Yvette Talley  
City Clerk  
City of Lathrup Village  
27400 Southfield Road  
Lathrup Village, MI 48076  
(248) 557-2600



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

Phone: (248) 557-2600  
 Fax: (248) 557-2602

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**Office Use Only**

Date Submitted: \_\_\_\_\_

Administrative Review Date: \_\_\_\_\_

Public Hearing Date: \_\_\_\_\_

**Application for Special Land Use**

Please note that information requested and the procedure followed is pursuant to Sec. 6.2 Special Land Use and Standards. As stated above, the Special Land Use will be necessary to allow for special uses not automatically allowed in the zoning district. The Special Land Use application requires a Public Hearing in front of the Planning Commission. Applicant is encouraged to be present to answer questions and speak to the business development.

**Property Information**

Project Name:	Jagged Fork Holdings, LLC		
Subject Property Address:	281001 Southfield Rd.		
Subject Property Parcel Number:	74-14-231-007		
Legal Description:	Please see attached		
Acreage:	Frontage (in feet):	Dimensions:	
Proposed Use:	Restaurant w/ Class C Liquor License		
Current Zoning:	MX		

**Applicant's Information**

Name:	Thomas Teknas				
Address:	1241 Woodward Ave., Detroit	State:	MI	Zip Code:	48226
Phone Number:	(313) 410-0400	Fax:			
Email Address:	hellasfoods@yahoo.com				
Interest in Property:	member				

\*If the applicant is a corporate or a partnership, please attach the State in which it is organized.

**Property Owner's Information**

Name:	Jagged Fork Holdings, LLC				
Address:	1241 Woodward, Detroit	State:	MI	Zip Code:	48226
Phone Number:	(313) 410-0400	Fax:			
Email Address:	hellasfoods@yahoo.com				
Description of Proof of Ownership Provided:	to be provided				

**Application Checklist**

The applicant is required to submit the following materials to the City Hall **30 days** prior to the regularly scheduled date of the Public Hearing. Failure to supply all required information will result in the rejection of the application by the Administration or the Planning Commission.

<input type="checkbox"/>	Three (3) completed and signed copies of the Special Land Use application
<input type="checkbox"/>	Three (3) Copies of the proposed or existing Site Plan
<input type="checkbox"/>	The \$400.00 Special Land Use Application Fee
<input type="checkbox"/>	Any additional information the applicant believes will be useful.



Application for Special Land Use- Page 2

The undersigned hereby applies for approval of a special land use under the procedures of Article 16 of the Zoning Ordinance. Applicants are strongly advised to acquaint themselves with Article 16 prior to completing this application. (Please use additional sheets of paper as necessary).

Please use additional sheets of paper as necessary

1) Please describe the type and nature of the business being proposed for the property you are seeking special land use approval for. In addition please list the appropriate Class Use that the proposed business falls under:

RESTAURANT w/CLASS C LIQUOR LICENSE

2) Please list the following information about your hours of operation.

For the General Public:	Weekdays:	8 AM - 3 PM	For the Employees Only:	Weekdays:	7 AM - 3:30 PM
	Weekend:			Weekend:	

3) Please list the peak hours of operation, and the maximum number of persons who will be occupying the business

Peak Hours:	Weekdays:	10 AM - 2 PM	Maximum Occupancy	Employees:	
	Weekend:			Customers:	TBD

4) Please state the maximum number of motor vehicles which will be attracted to the property you are seeking special land use for. If the peak days and times are different than those listed in 5 above, please list below:

30 motor vehicles

5) Please describe what requests or demands for City services the City will receive by reason of occupancy which may be beyond those routinely provide to the City at large. Examples may be traffic regulation, ordinance enforcement, public safety, and water and sewer services.

N/A

6) Please describe how the use qualifies as a "reasonable use" (as defined in Section 244 of the Zoning Ordinance) the Zoning Ordinance defines "reasonable use" as:

"A proposed use is "reasonable" when it would be harmonious, compatible, appropriate, would not impinge unreasonably on the value or use of nearby properties, and would not impair sound communal development as and where proposed to be established. An existing use is "reasonable" when it is harmonious, compatible, and appropriate as and where established, does not impinge unreasonably on the value or use

Jagged Fork desires to offer bloody mary's, mimosas and a limited alcohol menu for their customers at brunch + lunch. This use will be harmonious, compatible + appropriate for the community.

7) If the special use is granted, will the use then conform to all of the other regulations of the Zoning Ordinance and other ordinances of the City without a need for any variances?

Yes

Application for Special Land Use- Page 3

8) Please describe what, if any, activities may reasonably be anticipated to occur on the premises and in the neighborhood as a result of the occupancy which reasonable persons or ordinary sensibilities may possibly find seriously annoying – in particular what changes, if any, will be observed in the following items:

	More	Less	Same		More	Less	Same
Noise			/	Odors, fumes			/
Dust or dirt			/	Pedestrian & Vehicle Traffic			/
Lights, glare			/	Litter, waste, trash			/

If you checked any item as more, please describe what, if any, impact you believe will result on adjacent properties:

N/A

9) Please state whether or not the location, intensity and periods of operation proposed will cause or create a public

NO

10) Please describe how you will provide for the maximum reasonable and feasible enhancement of the

Applicant will grade, the landscaping + facade, screen the dumpsters and grease containers, remove concrete on west side of Avilla St. and replace with landscaping, and reposition the concrete bumper blocks.

Site Plan Information

Prepared By:	MI Associates / AM Consultants		
Address:	13746 Michigan Ave., Danvers	State:	MI
		Zip Code:	48126
Phone Number:	(313) 802-7767	Fax:	(313) 242-1067
Email Address:	miadesign@sbcglobal.net		

Are any proposed improvements to the site consistent with the City's Design Guidelines?:

Applicant's Declaration

I declare that the foregoing answers honestly and fairly describe the nature of the proposed use to the best of my information, knowledge, and belief. I understand that City Officials and the City Council will rely upon my representations in processing this application and agree that any resulting decisions or approvals may be conditioned upon the use being conducted as represented and may be voided or modified in the event any such representation may later be determined to have been materially faults or misleading.

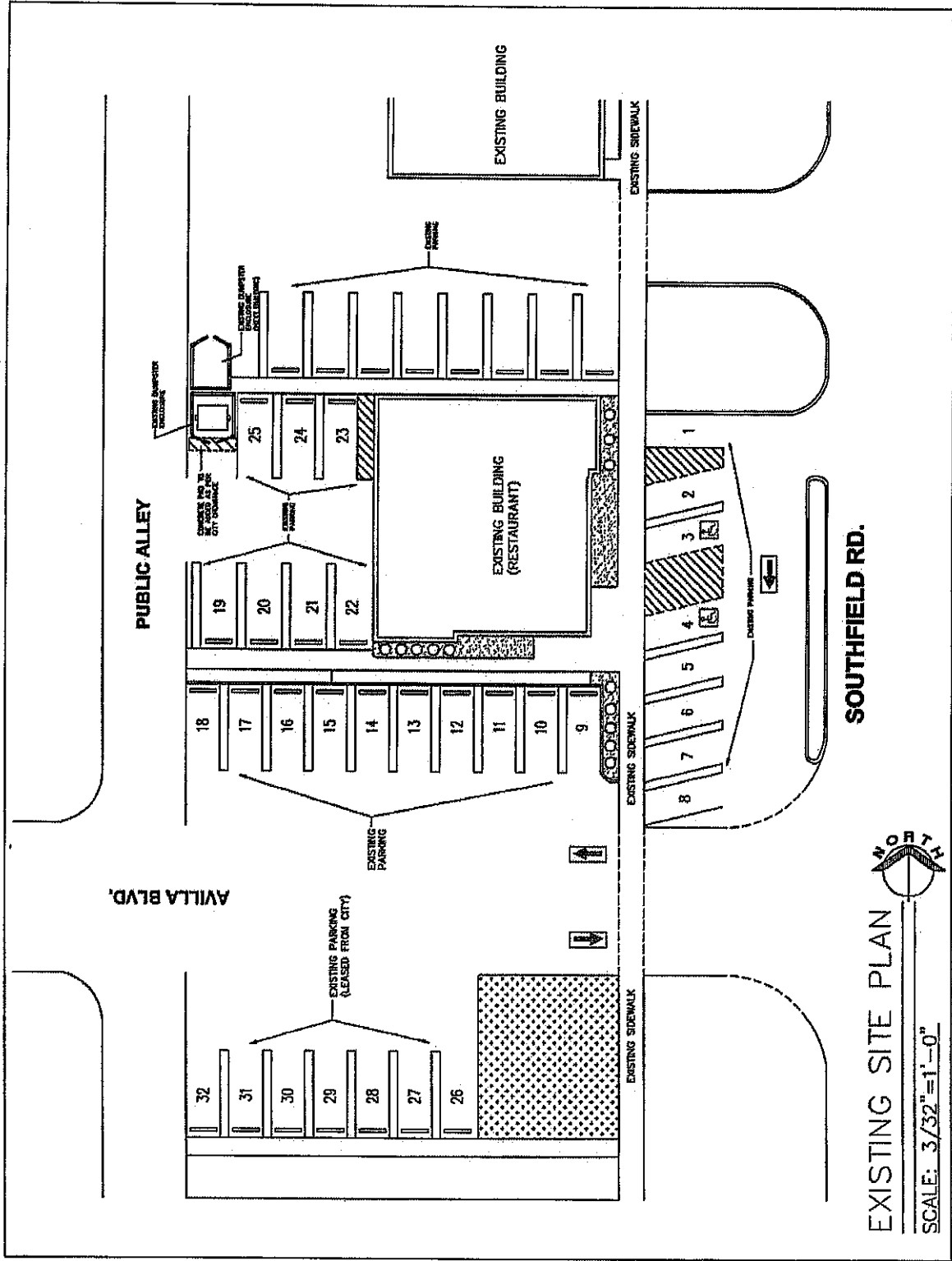
Applicant's Printed Name	THOMAS TEKNOS
Applicant's Signature	
Property Owner's Printed Name	Jagged Fork Holdings, LLC
Property Owner's Signature	

**EXHIBIT "A"**  
**LEGAL DESCRIPTION OF THE PROPERTY**

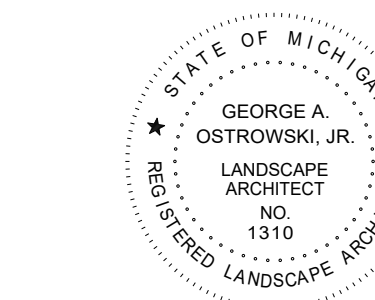
Lot 750, 751 and 752, Louise Lathrup's California Bungalow Subdivision No 2, as recorded in  
Liber 31 of Plats, Pages(s) 47, Oakland County Records.

Commonly known as: 28601 Southfield Road, Lathrup Village, Michigan 48076  
PID: 24-14-231-007

PROJECT:	EXISTING BUILDING INTERIOR RENOVATION
NAME/LOCATION:	JAZZED PINE RESTAURANT
PROJECT NO.:	17448
DATE:	01-12-2019
CLIENT:	MI ASSOCIATES/ A&M CONSULTANTS
ADDRESS:	13748 MICHIGAN AVE. DEARBORN, MI. 48128
PHONE:	(313) 862-7209
EMAIL:	miassociates@a&mconsultants.com
SUBMITTALS:	01-12-2019
REVISIONS:	
SCALE:	AS SHOWN
SHEET TITLE:	SITE PLAN
S/P:	SEAL



SEAL



PROJECT  
27651 Southfield Rd  
Panera Bread Drive Thru  
Expansion

CLIENT  
The Surnow Company  
320 Martin Street  
Suite 100  
Birmingham, MI 48009

Contact:  
Sam Surnow  
(248) 877-4000

PROJECT LOCATION  
Part of the  
Southeast 1/4 of Section 14,  
Township 1 North,  
Range 10 East,  
Lathrup Village,  
Oakland County, Michigan

SHEET  
Concept Plan-2019



Know what's below  
Call before you dig.

REVISIONS

NO.	DATE	DESCRIPTION

DRAWN BY:  
G. Ostrowski  
DESIGNED BY:  
G. Ostrowski  
APPROVED BY:  
G. Ostrowski

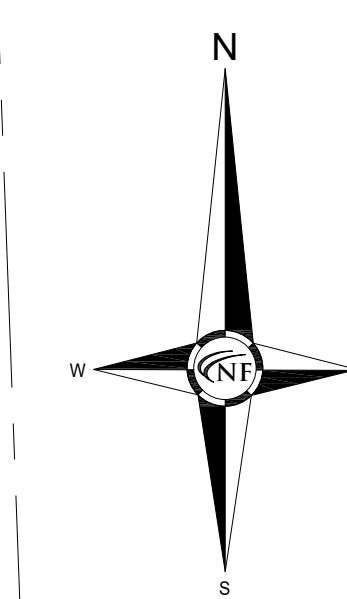
DATE:  
02-15-2019

SCALE: 1" = 20'

20 10 0 10 20 30

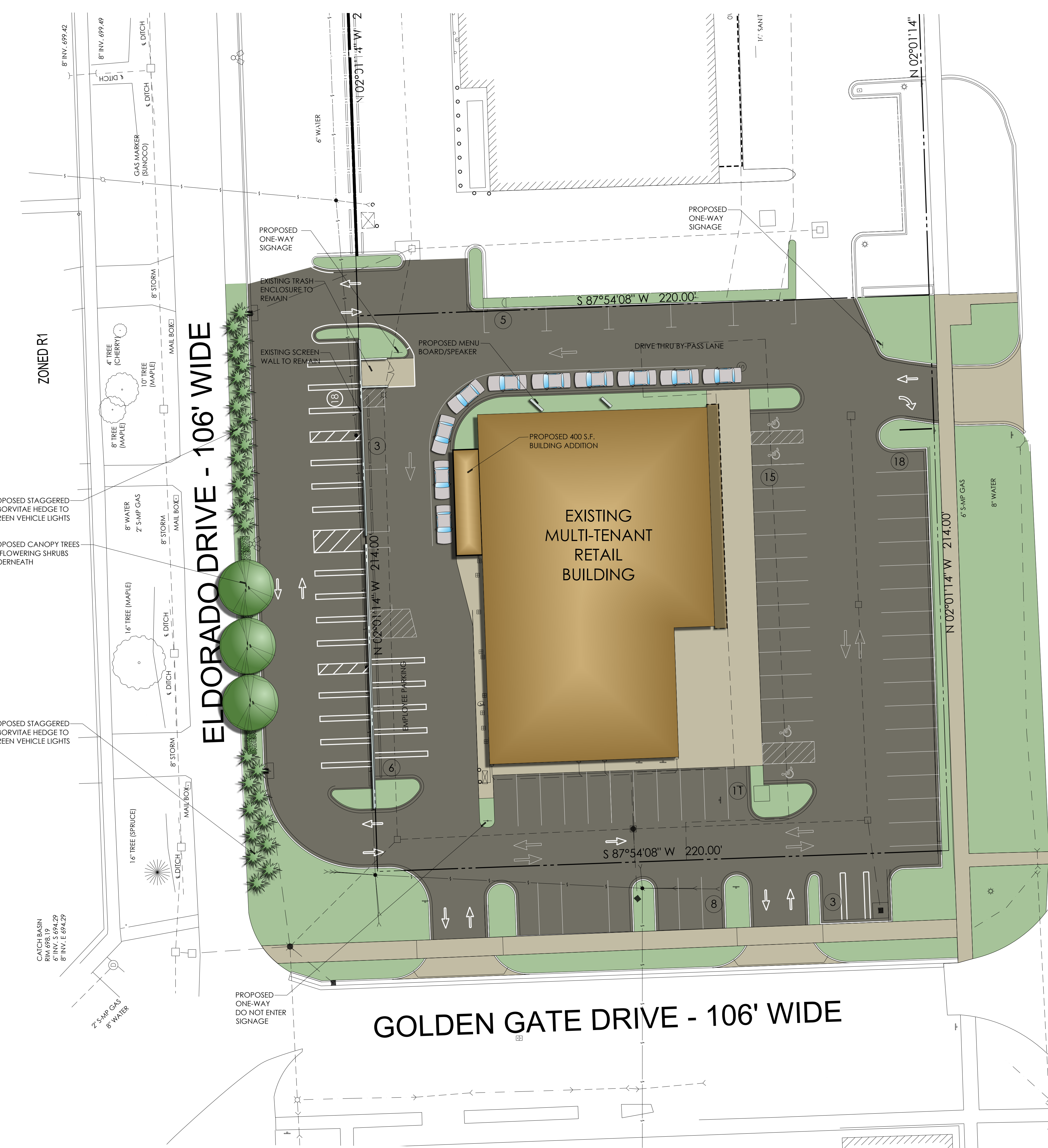
NFE JOB NO.  
**E875-03**

SHEET NO.  
**CSP-2**



**SOUTHFIELD ROAD - 160' WIDE**

SECTION LINE



**SITE SUMMARY**

EXISTING SITE ZONING: VC, VILLAGE CENTER DISTRICT  
EXISTING SITE AREA: 47,080 S.F. OR 1.08 ACRES

EXISTING BUILDING: 11,101 S.F. (GROSS)  
EXISTING BLDG HT: ONE STORY  
EXISTING BLDG LOT COVERAGE: 23.5%

PROPOSED ADDITION: 400 S.F.  
PROPOSED BLDG: 11,501 S.F.  
PROPOSED BLDG LOT COVERAGE: 24.4%

**REQUIRED YARDS**

FRONT: 20'  
SIDE: 0'  
REAR: 5'

**PARKING SETBACKS**

5' FROM INTERIOR LOT LINE

**PARKING REQUIREMENTS**

REQUIRED:  
RESTAURANT: 1 SPACE PER 70 S.F. G.F.A. PLUS 10 STACKING SPACES FOR DRIVE THRU  
RETAIL: 1 SPACE PER 200 S.F. OF USABLE AREA  
EXISTING PARKING: 89 SPACES, INCLUDING 4 BARRIER FREE  
PROPOSED PARKING: 90 SPACES, INCLUDING 4 BARRIER FREE

**LOADING REQUIREMENTS**

REQUIRED: 1 10'X40' LOADING SPACE REQUIRED  
PROVIDED: NONE

**NOTE:**

THIS PLAN IS A CONCEPTUAL REPRESENTATION ONLY. THESE PLANS IN NO WAY REPRESENT APPROVED OR COMPLETED PLANS. ALL BASE INFORMATION SHALL BE VERIFIED BY FIELD SURVEY.

# memorandum

**DATE:** February 19, 2019  
**TO:** Sheryl Mitchell, City Administrator  
**FROM:** Jill Bahm & Matt Wojciechowski, Giffels Webster  
**SUBJECT:** Zoning Discussion – Village Center District

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This memo template is intended to frame discussions related to potential Zoning Ordinance amendments. It is our intent that discussions of the Planning Commission will be summarized and provided in this memo to help focus the discussions and ensure amendments achieve what they set out to achieve.

## Introduction

*What prompted this amendment?*

- There have been recent inquiries to the city about drive-through restaurant uses, which are not permitted in the Village Center.
- It has been eleven years since the city established the vision for the Village Center in the 2009 Master Plan, nine years since this district was established (2010) in the Zoning Ordinance and five years since the Village Center concept was reaffirmed in the 2014 Master Plan.
- The Southfield Road business district has experienced limited investment in the past ten years and the Planning Commission may wish to explore whether the community remains committed to the vision for the Village Center and/or if refinements to the vision are needed to encourage private investment in the city.

## Current Language

*What does the Zoning Ordinance say?*

- See attached for current ordinance language that shows permitted uses in a use matrix for the Village Center (drive-through uses are not listed and are not permitted).

## Background on Issue

*Why discuss this issue?*

**Drive-through uses.** By their very nature, drive-through uses are automobile-oriented uses that prioritize vehicular movement around a single establishment. Drive-through users remain in their vehicles, limiting cross-shopping and opportunities for social interaction as well as potentially conflicting with pedestrians in parking areas and at street access points. Because of these factors, they are typically excluded from areas that are intended to be pedestrian-oriented. Communities interested in creating or preserving a walkable district focus zoning standards on uses that encourage walkability and building standards that enhance the public realm (sidewalks, streets, parks and plazas).

## Village Center Planning Foundation.

- In 2009, the Master Plan documented challenges defined by the community, which included an “outdated business district,” “no cohesion in the business district,” “traffic” and the “Southfield Road streetscape.” The Master Plan described several priorities for the future. Three of those included the following:
  - *Expansion of the Village Center Concept. The participants envision a village center with improved businesses and better commercial varieties such as ice cream shops/parlors and specialty shops. Participants desire an increase in mixed land uses; multiple story buildings with a live/work environment, or where residential use comprises the stories above the commercial/business uses within the village center area. Residents are able to walk “downtown” to a vibrant center to shop for various items, get a cup of coffee, or eat at a high-quality restaurant. The City has become a destination rather than a place to merely pass through.*
  - *Business Improvements Through Architecture. Improved buildings with attractive and complimentary architecture identify the City as an individual community that offers a high quality of life. The buildings are well cared for and landscapes are maintained. Gaudy signs have been removed and architecture is more traditional and unifying. Parking areas for business are improved with more landscaping. Curb appeal improves the City’s image and attracts new business and residents.*
  - *Walkable Community. The City has become a walkable community. Bridges cross Southfield Road, connecting both sides of the road and providing safe access to all. Paths for bicycles and rollerblading are connected throughout residential areas and connecting to parks and recreational facilities. These new paths are active with joggers, walkers, and other non-motorized/ pedestrian users.*
  - To achieve these concepts, the Master Plan suggested a mix of residential and commercial land uses for the Village Center that specifically excluded drive-through restaurants.
- The 2014 Master Plan Update included additional refinements to the Village Center concept that had been developed in the previous five years. These supporting long-range planning documents included an Access Management Plan (to improve safety for pedestrians and vehicles traveling the Southfield Road Corridor), Complete Streets Plan (to facilitate the development of a transportation network to serve motorists and non-motorized users), conceptual development plan (illustrative 3D model to communicate the vision to the public and the development community) and a zoning framework that established the form and building layout that would direct redevelopment of the corridor as envisioned by the community. The 2014 Master Plan Update noted that:
  - *The village center encompasses all of the segments of the California Drive octagon and, as a result, 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.*

## Zoning Alternatives

The Planning Commission may choose to maintain the current prohibition on drive-through uses in the Village Center for the reasons noted above. However, should the Planning Commission wish to explore options to respond to development requests, the following concepts could be discussed:

- Permit drive-through uses as special land uses (as in the Mixed Use district) with standards that attempt to minimize the impact on walkability in the Village Center. A special land use requires a site plan and public hearing before the Planning Commission followed by approval by City Council. Standards may be discretionary and non-discretionary. Such standards could include:
  - Minimal driveway access to Southfield Road to limit additional curb cuts, which can be dangerous for pedestrians.
  - Enhanced pedestrian pavement markings and signage to alert drivers to the presence of pedestrians within a site.
  - Enhanced landscape treatments that separate vehicular and pedestrian traffic, provide shade and improve site aesthetics for pedestrians.
  - Spacing requirement between drive-through uses to limit their impact in the Village Center.
  - Ensure the site has adequate vehicular circulation to allow parking, drive-through queuing (stacking) and by-pass lanes for emergency exits.
  - Prohibit stacking in the front or along the exterior (street facing) side of a building.
  - Provide outdoor dining areas to encourage people to get out of their cars and/or walk to the establishment.
  - Provide bicycle parking to encourage non-motorized access to the establishment.
  - Building improvements should meet design guidelines for the Village Center.
  - Other standards relating to mitigating noise (setbacks between speaker boxes and residential uses) and trash.
- Develop provisions for Planned Unit Developments (PUD) for the Village Center (and potentially MX district as well). A PUD is a regulatory tool allowed in Michigan communities per PA 110 - the Michigan Zoning Enabling Act (MZEA).
  - The MZEA allows the city to establish PUD requirements in the zoning ordinance to “permit flexibility in the regulation of land development, encourage innovative encourage innovation in land use and variety in design, layout, and type of structures constructed, achieve economy and efficiency in the use of land, natural resources, energy, and the provision of public services and utilities, encourage useful open space, and provide better housing, employment, and shopping opportunities particularly suited to the needs of the residents of this state.”
  - It is important to note that a PUD is not intended to avoid the imposition of standards and requirements of a district; rather, a PUD encourages flexibility to allow advantages to both the developer and the city.
  - A PUD includes a development agreement, which is a legal contract between the city and developer that ensures the approved development is built according to the conditions of approval.
  - The advantage of the PUD approach is that the city may engage in a broader redevelopment discussion with a developer that result in a project that mitigates the impact of drive-through uses and achieves other planning goals for the Village Center within the scope of a specific redevelopment project.



## Recommendation

- We recommend that the Planning Commission discuss the Village Center and provide direction on whether any refinements or changes should be evaluated at this time. We also recommend that if significant changes are desired for this district, that the city consider updating the Master Plan to ensure zoning is in alignment with the city's long-term vision for the community.

- 1 Purpose and Introduction
- 2 Definitions
- 3 Zoning Districts
- 4 Use Standards
- 5 Site Standards
- 6 Development Procedures
- 7 Admin and Enforcement

### 3.1.8

# VC Village Center District

## 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.



**User Note:** For uses listed in **bold blue**, refer to Article 4, or click on use, for use-specific standards

## B. VILLAGE CENTER DISTRICT USES

Use	Floor	
	Ground Floor	Upper Floor
<b>Commercial Uses</b>		
Restaurant, bar, tavern, live entertainment	P	P
Personal Services <sup>□</sup>	P	P
Bed & Breakfast, inn, hotel	P	P
Retail commercial uses <sup>□</sup> 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 <sup>□</sup>		P
Business service uses <sup>□</sup>	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
<b>Temporary outdoor display and sales</b> §36-4.14	A	A
<b>Adult day care centers</b> <sup>□</sup> §36-4.15	S	S
<b>Recreation, Education &amp; Assembly</b>		
Library, museum	S	P
<b>Child care centers</b> <sup>□</sup> §36-4.15	S	S
<b>Theater, cinema, performing arts, places of worship</b> §36-6.2	S	S
Instruction centers for academic and fine arts purposes	P	P
Health/Fitness facility	P	P
<b>Residential Uses</b>		
Home occupations/Live-Work	P	A
Single family attached		P
Multiple family		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.



# memorandum

**DATE:** February 19, 2019

**TO:** Sheryl Mitchell, City Manager  
City of Lathrup Village

**FROM:** Jill Bahm, AICP & Matt Wojciechowski, Giffels Webster

**SUBJECT:** Zoning Ordinance Amendment Tracking

At its January 2019 meeting, the Planning Commission discussed the need to address several amendments as continuing follow up to the 2017 Zoning Health Check. This tracking log will be updated for monthly meeting agenda packet.

Issue/Amendment	Actions
<b>Priority Amendments</b>	
<b>Village Center District:</b> Review permitted uses as well as update site standards	2019 02 19: Prepared memo regarding drive-through uses for discussion at 2/26/19 PC meeting.
<b>Sign Standards:</b> Update definitions and provisions for temporary signs to comply with recent case law	
<b>Development and Administrative Review Standards:</b> Update the development review process, including procedures for site plan and special land use approval.	
<b>Other Amendments</b>	
<b>Residential Districts</b>	
<ul style="list-style-type: none"> <li>• Update intent statements to better reflect Master Plan</li> <li>• Explore provisions for accessory dwelling units</li> </ul>	
<b>Non-residential districts:</b> Update outdated standards	
<b>Site Standards:</b> Updated outdated standards	