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Monthly Planning & Zoning Report

NOVEMBER 2025

Each month, the Village Planning Consultant, McKenna, assists in drafting a report on recent activities of the Planning Commission, Zoning Board, and the Planning & Development Department; we welcome comments.

DEPARTMENT INITIATIVES AND PROJECTS

Engineering Standards for Single-Family Homes: The Village Engineering Consultant has met with the Village Attorney to discuss amendments to existing code which will remove inconsistencies and enable approved standards fully. *Awaiting completion of final edits to both ordinances for final adoption.*

GOGov Permitting and Licensing Software: *Application process to be updated to specify which projects require only a Village zoning permit, which projects require only a Township building permit and which require both. Applicants will then start the zoning permit through GoGov on the Village website and then separately apply for a building permit through the Township. A list of projects and the required permits will be created and updated as needed.*

Tax-Exempt Parcels and Village ROW Inventory: Phase III: Full inventory, inspection, and mapping of Village-owned parcels and public rights-of-way to identify the extent of improvements/encroachments on public property. Majority of inventory and site inspections have been completed. *Draft report has been created and is being revised.* When submitted for Village review recommendations will include a webpage to increase public awareness and a possible public meeting to present information and address community comments.

Master Plan – Strategic Action Plan: The Planning Commission reviewed the final draft and recommended approval to the Village Council, which subsequently approved distribution for the 42-day public review on April 14, 2025. The required public hearing, final review, and adoption are anticipated once comments gathered.

RRC Certification: Village staff and consultants are working to achieve “Essentials” status and is *ongoing*:

- Master Plan Implementation Matrix, Action Plan (In Development)
- Public engagement activities within PC Annual Report. (Ongoing)
- Development Guide to be updated and uploaded to Village website. (In Development)
- Update board/commission applications. (Ongoing)
- Updated training strategy for all boards and commissions (25/26 Draft, In Development)
- Public Participation Plan (Drafted for Approval by Planning Commission and Council)

Planning & Zoning Training: The Board of Zoning Appeals Bylaws require each member to obtain at least 4 hours of relevant training annually; the Planning Commission, DDA, and Council are encouraged to attend all in-house training opportunities. *We will be holding a training session in January to cover past practices that the BZA would like to continue and discuss the methods of applying variance approval criteria. Future trainings will cover one or more specific topics of interest:*

- Development Review Process (Site Plans, Special Uses, & Variances)
- Public Participation Plan
- Riparian Rights
- Parking Reform
- Housing Reform
- Environmental Planning

PERMIT DETAILS

PERMIT TYPE	ADDRESS / PROJECT	DESCRIPTION	SUBMITTED	APPROVED
ZONING COMPLIANCE				
SI7-00Q	146 BELLEVUE AVE	Generator installation	11/12/2025	OPEN
Z-25-42	197 S BROADWAY ST	paving, installation of a fence, outdoor seating, installation of awnings, installation of a door, and interior removal of a handicap ramp.	11/5/2025	IN PROGRESS
Z-25-41	146 S BROADWAY ST, Suite 150	Outdoor seating along building frontage	11/4/2025	11/5/2025
FVR-GOB	209 N PARK BLVD 179 N. PARK BLVD	Dumpster and grease trap enclosure	10/28/2025	ON HOLD
Z-25-40	437 CONVERSE CT	Generator (back-up mechanical unit) installation	10/6/2025	11/4/2025
Z-25-35	418 HAUXWELL DR	Generator placement within rear yard, at least 10 ft. from adjacent dwelling windows.	10/8/2025	10/14/2025
Z-25-37	215 S BROADWAY ST	Reconstruction of previously existing deck	10/6/2025	10/14/2025
Z-25-36	21 E CHURCH ST	Removal of existing steeple and fill in of roof area	10/7/2025	10/13/2025
Z-25-34	378 S BROADWAY ST	Upgrade of interior finishes and equipment with minor alterations of exterior wall finishes only.	9/30/2025	10/8/2025
Z-25-33	424 ALGENE DR	Residential major renovation of new roof, removal of 3rd floor dormers, changing of the roof line, addition of a 2nd patio, addition of a 3rd floor deck, and major interior renovation.	9/25/2025	10/8/2025
RL3-RJL	146 BELLEVUE AVE	Installation of a back-up generator in the south side yard.	9/27/2025	ON HOLD
Z-25-31	470 GLENN CT	Construction of a 12 ft. by 14 ft. rear sunroom addition.	9/16/2025	9/22/2025
Z-25-32	206 E FLINT ST	Installation of solar panels to the existing solar system on the roof of the home.	9/3/2025	9/22/2025
Z-25-30	160 HEIGHTS RD	Construct 4 unit condo building	9/2/2025	9/22/2025
TEMPORARY USE OF RIGHT OF WAY				
R-25-19	45 W Flint St	Temporary dumpster placement for building renovation project	8/14/2025	8/21/2025 EXP. EXTENDED
R-25-21	638 BUENA VISTA AVE	Right-of-way use for building maintenance	9/29/2025	10/8/2025
R-25-22	16 S NORTH SHORE DR APT 1	Use of right-of-way for Consumers Energy gas utility retirement	10/7/2025	10/14/2025
R-25-23	601 E FLINT ST #1	Installation of gas service to multiple-unit residential building.	9/29/2025	10/22/2025
R-25-24	512 LONGPOINTE DR	Right-of-way use for utility maintenance/connection	10/21/2025	10/23/2025
R-25-26	485 BELLEVUE AVE	Use of right-of-way for Consumers Energy utility retirement	10/23/2025	11/5/2025
R-25-27	159 N WASHINGTON ST	Use of right-of-way for Consumers Energy utility retirement	10/28/2025	11/5/2025

R-25-25	60 W FLINT ST	Metro Act/removal and replacement of 1 flag of sidewalk to place 2 4" conduits from property line to existing utility pole	11/3/2025	11/5/2025
SIGNAGE				
S-25-08	45 W FLINT ST	Downtown Restaurant permanent signage of five (5) signs	10/2/2025	10/23/2025
S-25-10	403 S BROADWAY ST	Permanent wall sign	11/4/2025	11/5/2025
WALLS / FENCES				
F-25-07	576 E FLINT ST	6ft. wood fence	10/21/2025	10/27/2025
9UR-17E	357 W FLINT ST	4 foot tall picket non opaque-aluminum fence in the front and side yard.	11/12/2025	IN PROGRESS

VARIANCE REQUESTS

NAME / LOCATION	REQUESTED VARIANCES	MEETINGS / STATUS
A-25-004: 493 Algene St	Side yard setback variance for single family addition	Approved at the 10/2/2025 BZA Meeting
A-25-005: 256 S Broadway	Rear/Waterfront setback variance	Tabled for future discussion
A-25-006: 694 Victoria Island	Rear yard setback variance	Approved at the 11/6/2025 BZA Meeting

ACTIVE DEVELOPMENT PROJECTS

NAME / LOCATION	DESCRIPTION	REVIEW & APPROVAL STATUS
44. E Flint <i>Four Story Mixed Use</i>	VLO-24-02 4-story, mixed-use, multi-family, retail, and office on existing parking lot.	Planning Commission Approval: August 5, 2024; variance required BZA Approval: October 2, 2024. Engineering & Fire Marshal Approval: Awaiting revised plans <u>STATUS: Has an extension until August 2026 to submit permits</u>
ORION VILLAS <i>597 E. Flint</i>	VLO-23-03 Attached townhomes, 8-unit site condominiums.	Planning Commission Approval: June 5, 2023 Council Condo Docs Approval: April 8, 2024 Engineering Approval: January 10, 2024, as noted Final Zoning Approval: January 9, 2024 <u>STATUS: On-going Construction</u>
WEST VILLAGE <i>55 W. Elizabeth</i>	VLO-23-04 Former Ehman Center PUD for mixed-use, multiple-family residential flats and lofts at the former Ehman Center property.	PC / Council PUD Eligibility Approval: September 7 / 13, 2021 PC / Council Preliminary PUD Approval: October 4 / 25, 2021 PUD Extension Approval: October 10, 2022 Planning Commission Final PUD Approval: September 5, 2023 Engineering & Fire Approval: Revise and Resubmit October 24, 2023 Council PUD Agreement Approval: December 11, 2023 Council Amended PUD Agreement Approval: June 10, 2024 PUD Execution / Recording: Completed May 2025 Pre-Construction Meeting: Pending Final Engineering – <i>Waiting on</i> <u>STATUS: Waiting on revised plans to 8/19/2025 review comments</u>
Lake Street Realignment and Improvements	Improvements to Lake & Flint intersection; license agreement w/Village.	Preliminary Council Approval: August 14, 2023; License Agreement Approval: November 27, 2023. Engineering Approval: August 29, 2024, as noted <u>STATUS: Will meet with developer to obtain update</u>
SNUG HARBOR <i>160 Heights</i>	VLO-24-01 Multifamily development; adjacent to Mystic Cove	Planning Commission Approval: May 6, 2024. Engineering Approval: September 25, 2024 Final Zoning Approval: Pending additional information <u>STATUS: Condo conversion approved with conditions</u>

MYSTIC COVE 468 Mystic Cove Ln	VLO-22-05 Mixed-use, multifamily townhomes & dock/shoreline improvements.	Planning Commission Approval: October 3, 2022. Council Lot Reconfigurations Approval: June 2023 Final Zoning Approval: April 23, 2024 Engineering Approval: October 31, 2024 <u>STATUS: On-going construction.</u>
STARBOARD 10 S Park Blvd	VLO-23-05 Mixed-use, multifamily townhomes & marina improvements.	Planning Commission Approval: November 6, 2023. Council License Agreement Approval: November 27, 2023 Engineering Approval: Revise & Resubmit Final Zoning Approval: Pending <u>STATUS: Approved Boat House Renovation Zoning Compliance. Approved showroom and garage Village demolition permit.</u>
CONSTELLATION BAY 300 S Broadway St	VLO-23-02 Mixed-use residential, multi-family townhomes and apartments, shoreline improvements.	Planning Commission Approval: October 3, 2022. Planning Commission on April 3, 2023 (amended site plan) Engineering Approval: December 16, 2024 Final Zoning Approval: November 26, 2024 Construction: December 3, 2024 - Pre-con; Demo underway <u>STATUS: Grading has begun. Need to determine permit status and extent of work.</u>
THE PENINSULA 201 Port Side Dr	VLO-23-07 Single-family site condominiums	Planning Commission Approval: February 5, 2024 Council Condo Doc Approval: April 8, 2024 Engineering Approval: March 10, 2025, as noted Pre-Construction Meeting: March 18, 2025 Final Zoning Approval: Granted <u>STATUS: On-going construction.</u>
CLOUD RETAIL 494 S. Broadway	VLO-21-10 Commercial (marijuana retail) site plan.	Council Lot Reconfiguration Approval: March 13, 2023 Planning Commission Approval: April 3, 2023. Engineering Approval: Revise & Resubmit July 12, 2024 Village Marijuana Permit Approval: Waiting on submittal <u>STATUS: Waiting on revised plans based on engineering comments</u>
WEST HARBOR ORION 225 Lake Street	Residential, single family homes (2)	PC / Council Lot Split Approval: January 6 / 13, 2025 Demolition: In Progress Recording: Ready per Engineering Approval April 22, 2025 Zoning Review: TBD; required for each new build. <u>STATUS: Demolition ongoing</u>
EASTPORT 571 S Broadway St	VLO-25-01 Cross-jurisdiction Site Mixed-Use Project	Site Plan Submitted: May 5, 2025 (Township portion submitted as PUD Concept) Village-Township Joint Public Hearing: June 18, 2025. Village Planning Commission Review: SLU and Site Plan Approval with Conditions: October 6, 2025 <u>STATUS: Awaiting revised plans based on PC conditions. Awaiting township final PUD approvals.</u>
ORION LUMBERYARD 215 S Broadway St	Public parking lot, pavilion, and gathering space.	Demolition & Cleanup: Ongoing; Building Structural Rehab: Building permit issued and structures to be saved are receiving necessary structural shoring. PUD Application: Held pre-application at the September PC. <u>STATUS: Awaiting site plan application submittal</u>
WEST VILLAGE TOWNHOMES 315 N Lapeer St	VLO-25-003 Demolition of admin building and construction of 15 townhomes	Planning Commission Approval: September 2, 2025. <u>STATUS: Awaiting applicant submittal of revised plans to address conditions of approval.</u>

LOOKING AHEAD: POTENTIAL PROJECTS

Unified Master Plan: Immediately following adoption of the Action Plan, the Village should pursue a comprehensive update to the Master Plan, unifying recent amendments; updating community data, trends, and analyses; and providing a modern, easy-to-read document to guide community growth for the next 10-20 years.

Zoning Amendments: The following table summarizes staff recommendations for Zoning Ordinance and/or Map amendments for consideration by the Planning Commission. Should the Planning Commission wish to pursue one or more of these amendments, the Commission may direct staff to further study the issue(s) and/or prepare draft amendment ordinance(s). All proposed amendments require a public hearing, a recommendation by the Planning Commission, and adoption by the Village Council.

SECTION	TOPIC / ISSUE	RECOMMENDED CHANGES
4.03, 12.03, 13.11	RL-Lake SF District setback requirements; current street setback for principal: 25 ft. / for detached accessory: 20 ft.	Provide “Established Front Setback” (EFS) standards for the street setback of lake district homes, like for the RV district. Allows more flexibility for small, nonconforming lake lots to be built in line with adjacent properties Example: 25 ft. or EFS and in no instance less than 15 ft. Adjust detached accessory setback for RL lots to 10 ft.
4.02, 13.12	RV- Village SF District permitted uses	Provide “Accessory Dwelling Unit” (ADU) and “cluster housing” standards permitted (or special) land uses in the RV district.
4.03, 12.02	Single-family district lot coverage / open space; impervious surfaces	Provide lot coverage or open space standards for impervious surfaces (concrete, asphalt) in single-family districts; encourage alternatives (i.e., permeable pavers). Example: no less than 25% of any lot shall remain uncovered, unbuilt upon, and maintained as landscaped or naturalized open space. So if maximum lot coverage for buildings and structures in RV is 40%, an additional 35% can be impervious surfacing (driveways, walkways, patios, etc.)
11.04	PUD review and approval process	Eliminate circuitous review requirements; clearly delineate roles and responsibilities of approving bodies, particularly regarding PUD contract approval.
19.02	Site plan review and approval process	Clearly delineate roles and responsibilities of reviewers and approving bodies, particularly regarding final site plan and construction plan review; require deadline (ex.: 6 months) for final site plan submittal following PC approval.
14.02	Off-street parking requirements	Study demand and current trends, consider updating off-street parking requirements for certain uses, e.g., multiple family uses may be updated to be commensurate with number of bedrooms.
15.02	Landscaping standards	Increase landscaping standards for multiple family and commercial developments; include preferred/prohibited tree species list; require certain percentage of flatwork to be permeable.

Prepared by:



McKenna provides day-to-day assistance to Village staff and administration, applicants and developers, and the public regarding planning, zoning, and economic development matters. We also assist in the administration of the Planning Commission and the Board of Zoning Appeals.

Visit us during on-site office hours, every Tuesday from 9:30am-4:30pm or contact us via the following:

- **Village Planner: Mario Ortega, AICP**, Senior Principal Planner (mortega@mcka.com)
- **Planning & Zoning Coordinator: Sommer Nafal**, Assistant Planner (snafal@mcka.com)
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As always, thank you for your support and participation – *it takes a Village!*