

December 13, 2024

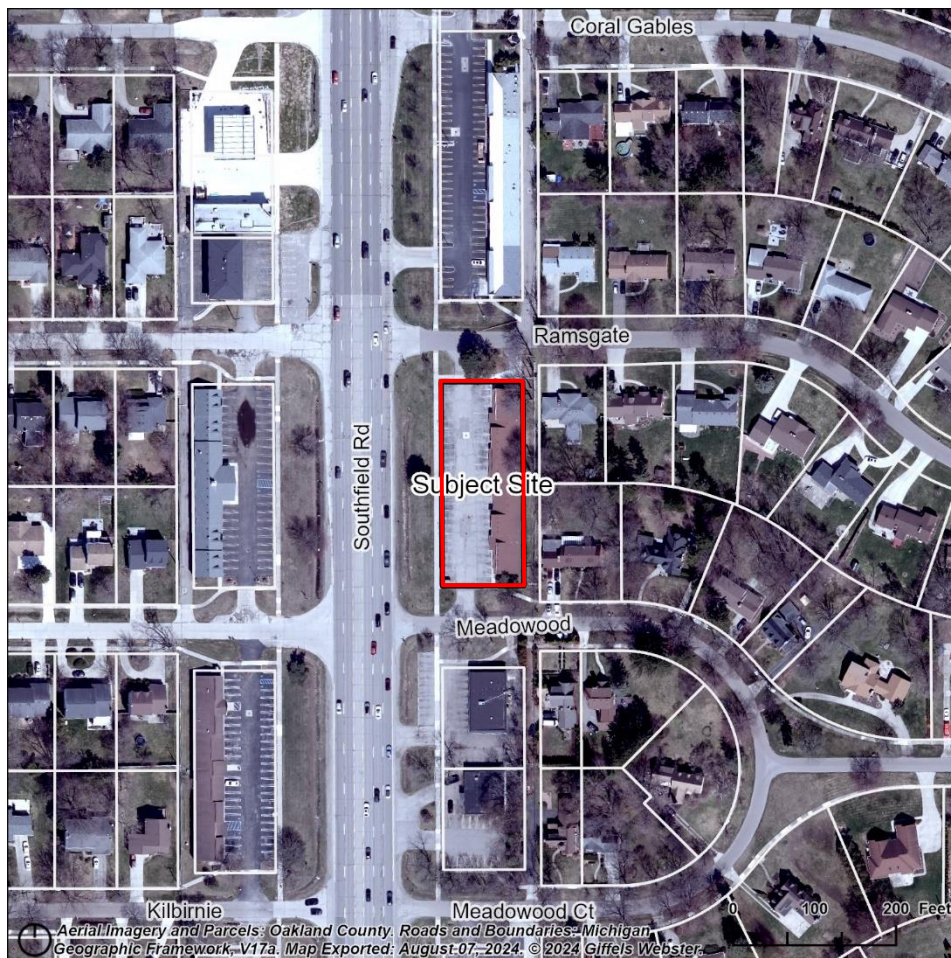
Planning Commission
City of Lathrup Village
27400 Southfield Road
Lathrup Village, MI 48076

Site Plan Review

Site: 26600 Southfield Road
Applicant: BD & E Group, LLC
Plan Date: November 20, 2024
Zoning: MX Mixed Use District
Parcel ID: 24-24-104-033
Proposal: Interior / Exterior Commercial Building Renovation

Dear Planning Commissioners,

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



REVIEW SUMMARY

1. The proposed, single-tenant auto parts retail use will occupy space previously used as multi-tenant retail. A full parking analysis is not required when a project does not propose a change of use. The site plan confirms a total of 48 spaces are provided to meet the requirement of 38 off-street parking spaces.
2. The floor plans and elevations show a delivery door on the north side of the building, accessed by a 15' accessway from Ramsgate Drive. The 10' x 40' loading area standard is met on the outside of the building as the existing loading door to the inside of the building is dimensioned as 8' in width.
3. A site plan notation states the site does not generate much trash and all items delivered in boxes are either shipped or sold in the same package. The business will utilize the approved curbside waste service per the City of Lathrup Village standards.
4. The proposed building materials, shown and labeled on the elevation plans, do not align with the standards set by the ordinance. The applicant is considering alternative materials in place of the amount of metal siding and will be prepared to discuss the remodeled building's appearance and materials used with the Planning Commission.

DETAILED REVIEW

Project Summary

The approximate half acre site is zoned MX – Mixed Use District and is located along the east side of Southfield Road, between Meadowood Court to the south and Ramsgate Drive to the north. The existing, 1-story, 7,595 square foot building is vacant and was most recently used as retail. The floor plan layout of the proposed retail facility divides the entire space into 3 sections: a main customer service entry and counter in the middle, an area for auto parts storage on the north side, and an area for shipping and receiving on the south side. The site does not have direct access to and from Southfield Road, rather, vehicular driveways from Meadowood Court and Ramsgate Drive provide access to an existing surface parking lot in front of the building. The rear of the site, facing east, appears to abut an unimproved public alleyway, consisting of overhead utilities which separates the site from single-family lots. The properties to the south and west of the site are zoned MX – Mixed Use. Areas north of California Drive SE are zoned CV – Commercial Vehicular.

The proposed retail use of the site will maintain a principally permitted use. The proposed renovation of the exterior of the building requires consideration and approval of a site plan review by the Planning Commission, as specified in the ordinance (*Sections 6.1.1.A & 6.1.1.B.ii*). **Required information for all site plans can be found beginning in Section 6.1.4.** The review of the overall building renovation continues as outlined in the remainder of this letter.

Proposed

1. **Use (Section 3.1.9.B & C).** The applicant intends to renovate the exterior and reuse the interior of the existing building as retail for the sale of auto parts. There will be no change in use, however, the extent of the exterior modification activity requires site plan review and Planning Commission approval. The remaining items are to be applied to the general renovation of the existing building, based on the plans as submitted.
2. **Mixed Use Buildings (Section 4.13).** No commercial uses shall be located on a floor above any residential uses in any mixed-use building. *The existing building is one story, and no additional story is proposed above.*
3. **Waste and Rubbish (Section 5.3.1).** No garbage, sewage, filth, refuse, waste, trash, debris, or rubbish, including cans, bottles, wastepaper, cartons, boxes, crates, inoperable machinery, discarded building materials, discarded household goods, or any offensive or obnoxious matter, shall be kept in open containers or piled, placed, or stored on the open ground. The owners and occupants of every building shall provide proper, covered receptacles for said waste and keep receptacles clean and in an

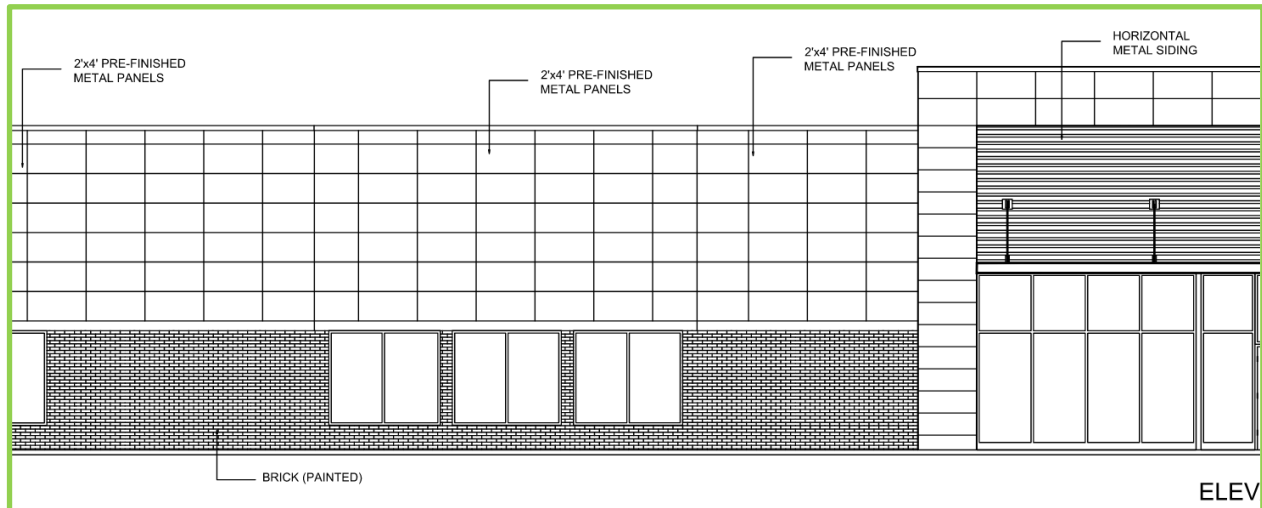
inconspicuous location, out of public view, on the grounds outside of a building. Rubbish may, however, be placed at the roadside for pickup on designated days in conformity with the city's ordinances regulating rubbish collections.

4. A site plan notation states the site does not generate much trash and all items delivered in boxes are either shipped or sold in the same package. The business will utilize the approved curbside waste service per the City of Lathrup Village standards. The site plan does not indicate the location of the waste receptacles; however, the image at right indicates a line of bins where the delivery door will be located, could be relocated to the south side of the building in a similar manner. This standard appears to comply (5.3.1.).



Building Materials (Section 5.4).

Except as otherwise provided in this ordinance, on all permanent buildings, exterior wall construction and exposed, exterior chimneys shall be either brick, natural stone, masonry materials other than brick, or a combination thereof, provided all such materials comply with the specifications outlined in this section.



The lower 8 feet of the front façade will maintain the existing brick which will be primed and painted. New windows with aluminum framing will be installed around the main building entrance, providing a transparent element to the design. **The applicant has been notified that the amount of pre-finished metal panels, shown in the front elevation above, does not align with the stone and masonry material standards set forth in Section 5.4 of the zoning ordinance. The applicant will be submitting an update to the proposed materials as well as updated elevations prior to meeting with the Planning Commission. The applicant may also consider providing samples of the proposed materials for the Planning Commission to discuss with the applicant.**

5. Architectural trim material may be wood, aluminum, or other material of equal strength and durability if the building walls proper are of fire-resistant material. Such trim material shall not cover more than ten percent of the exterior wall construction (Section 5.4.3).

This standard appears to be met.

6. **Protective or Barrier Walls Required (Section 5.5).** Proposed developments in the Mixed-Use district shall provide and thereafter maintain in good condition, a protective or barrier wall between an R1 district and such lot in conformity with the requirements of this section.

An existing wall separates the commercial site from the adjacent single-family residential property to the east, as shown in the image at right. No change is proposed to this protective barrier wall; therefore, this standard is met.



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

The plans do not indicate any changes to the exterior lighting at the site.

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

The proposed retail use is not a change of use, and therefore does not require a full parking analysis and review. Modifications to the parking lot are minimal and the site plan shows 48 off-street parking spaces will satisfy the 38-space parking requirement for the proposed retail use.

9. **Delivery vehicle space. (Section 5.13.12).** On the premises of every building or use involving the frequent receipt or shipment of goods by motor, there shall be provided in addition to the otherwise required parking spaces and access drives, an area reserved for standing, loading, and unloading sufficient to avoid undue interference with public use of streets, alleys, driveways, aisles, and other parking spaces.

The north side of the building proposes a 8' wide by 8' high delivery door with an independent, 15' wide access drive from Ramsgate Drive. The 10' x 40' loading area standard is met with dimensions verified on the outside of the building at the loading door.

10. **Off-street parking layout standards (Section 5.13.9).** In order for existing parking spaces to be considered in the number of spaces provided by the facility, the site plan shall include the requirements and dimensional standards of this section.

The site plan provides the layout of the parking spaces within the footprint of the existing parking lot. This standard is met.

11. **Screening Standards for Site Plan Approval (Section 6.1.5.O).** Off-street parking, loading, and unloading areas, outside refuse storage areas, and other storage areas that are visible from adjacent homes or from public roads, shall be screened by walls or landscaping of adequate height.

The site plan identifies an existing concrete wall, offset from the east property line by approximately 4'-2". This buffer wall is seen in the image above. This existing condition meets the ordinance standard.

12. **Landscaping (Section 5.15.15).** No site plan shall be approved unless the plan affirmatively shows that reasonable care and diligence has been exercised to preserve existing healthy trees and shrubs and other valuable mature plant materials on the site.

The plans for this site are to reuse an existing, vacant, commercial retail building as retail for a single tenant. Additionally, no expansion of the existing parking lot is proposed, and therefore, no additional landscaping is required. A site plan notation states that new landscaping will be limited to flowers and mulch around the existing monument sign.

We will look forward to discussing the site plan application with the Planning Commission at the December 17, 2024 meeting.

Regards,

Giffels Webster



Jill Bahm, AICP
Partner



Eric Pietsch
Senior Planner

