

A HERITAGE OF GOOD LIVING

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

Office Use Only	
Date Submitted:	_____
Administrative Review Date:	_____
Site Plan Review Date:	_____

Application for Site Plan Review

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

Project Location

Subject Property Address:	27000 Southfield Road, Lathrup Village, MI
Subject Property Parcel Number:	24-13-359-007 (-054, -052, -007, -016, -061 are part of Discount Tire Property as well)
Project Name:	Discount Tire - MID 24 Lathrup Village

Applicant Information


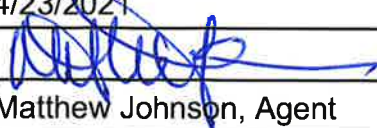
Name:	Joseph Westerbeke, PE		
Address:	4063 Grand Oak Dr STE A109, Lansing, MI	State:	MI
		Zip Code:	48911
Phone Number:	(517) 887-1100	Cell:	(630) 441-4238
Email Address:	westerbekej@engdot.com		
Interest in Property:	Project Engineer		

Property Owner Information

Name:	Halle Properties, LLC		
Address:	20225 N Scottsdale Road, Scottsdale, AZ	State:	AZ
		Zip Code:	85255
Phone Number:	(480) 606-6193	Cell:	
Email Address:	Bill.Shrum@discounttire.com		

Proposed Building/Alteration Information

Proposed Use:	Dead tire storage, loading zone, expanded parking		
Existing Zoning:	Residential - Single Family (007) (Adjacent parcels are Commercial-Vehicular (054, 052), Mixed Use (016, 061))		
Square Footage of New/Altered Building:	10,466 sf (722 sf addition)		
Number of existing jobs:	17	New jobs created:	0
		FT	0
		PT	0

Project Architect				
Name:	Steve Appel			
Address:	20381 Lake Forest Dr, Lake Forest	State:	CA	Zip Code: 92630
Phone Number:	(951) 710-6334	Cell:	(951) 363-4467	
Email Address:	sappel@kineticdesign.build			
Project Engineer				
Name:	Joseph Westerbeke, PE			
Address:	4063 Grand Oak Dr STE A109, Lansing	State:	MI	Zip Code: 48911
Phone Number:	(517) 887-1100	Cell:	(630) 441-4238	
Email Address:	westerbekej@engdot.com			
Project Attorney				
Name:	Pierre Smith, Esq., Senior Vice President - Real Estate, Discount Tire / Halle Propertie			
Address:	20225 N Scottsdale Road, Scottsdale, AZ	State:	AZ	Zip Code: 85255
Phone Number:	480-606-6205	Cell:		
Email Address:	psmith@tires.com			
Required Submittal Information				
Pursuant to Sec. 6.1.4 (C) Submission of site plan for final review: the applicant is required to submit the following materials to the City Hall 21 days prior to the targeted date of the formal Site Plan review. Failure to supply all required information will result in the rejection of the application by the Administration or the Planning Commission. Incomplete applications will not be accepted.				
<input checked="" type="checkbox"/>	One (1) completed and signed copy of the application for site plan review			
<input checked="" type="checkbox"/>	Three (3) signed, sealed, & folded copies of the site plan, and an electronic file			
<input type="checkbox"/>	Proof that the plan has been submitted for review to governmental agencies that have jurisdiction over any aspect of the project, including, but not limited to; the county road commission, county drain commission, county health division, Michigan Department of Transportation, Michigan Department of Environmental Quality, and other agencies deemed appropriate by the planning commission or city			
Signatures				
Application MUST be signed by both the applicant and legal property owner. The undersigned deposes that the foregoing and any attached information is true & correct.				
Applicant's Signature:				
Applicant's Printed Name:	Joseph Westerbeke			
Date:	4/23/2021			
Owner's Signature:				
Owner's Printed Name:	Matthew Johnson, Agent			
Date:	4.21.2021			

Site Plan Review Checklist

Pursuant Lathrup Village Zoning Ordinance Sec. 6.1.4 Required information on all site plans, the following items are required to complete an application for Site Plan Review. It is the responsibility of the applicant to ensure that the application is complete, factual and complies with the city's ordinances.

Site plans shall consist of an overall plan for the entire development, drawn to a scale of not less than one inch = 20 feet for property less than one acre, one inch = 30 feet for property larger than one acre but less than three acres, and one inch = 50 feet for property larger than three acres. Sheet size shall be at least 24 inches by 36 inches.

Sec. 6.1.4 (B) Descriptive and Identification Data

Y	N	N/A	
✓			Applicant's name and address, and telephone number.
✓			Title block indicating the name of the development.
✓			Scale.
✓			Northpoint.
✓			Dates of submission and revisions (month, day, and year).
✓			Location map drawn to scale without northpoint.
✓			Legal and common description of property.
✓			The dimensions of all lots and property lines, showing the relationship of the site to abutting properties. If the site is a part of a larger parcel, the plan should indicate the boundaries of total land holding.
		✓	A schedule of completing the project, including the phasing or timing of all proposed developments.
✓			Identification and seal of architect, engineer, land surveyor, or landscape architect who prepared plan.
✓			Written description of proposed land use.
✓			Zoning classification of applicant's parcel and all abutting parcels.
		✓	Proximity to driveways serving adjacent parcels.
✓			Proximity to section corner and major thoroughfares.
✓			Notation of any variances which have or must be secured. <i>SPECIAL LAND USE</i>
✓			Net acreage (minus right-of-way) and total acreage, to the nearest one-tenth acre.

Sec. 6.1.4 (C) Site Data

Y	N	N/A	
✓			Existing lot lines, building lines, structures, parking areas, and other improvements on the site and within 100 feet of the site.
✓			Front, side, and rear setback dimensions.
✓			Topography on the site and within 100 feet of the site at two-foot contour intervals, referenced to a U.S.G.S. benchmark.
✓			Proposed site plan features, including buildings, roadway widths and names, and parking areas.
✓			Dimensions and centerlines of existing and proposed roads and road rights-of-way.
		✓	Acceleration, deceleration, and passing lanes, where required.
✓			Proposed location of driveway entrances and on-site driveways.
		✓	Typical cross-section of proposed roads and driveways.
		✓	Location of existing drainage courses, floodplains, lakes and streams, with elevations.
		✓	Location and dimensions of wetland areas. If deemed necessary because of site or soil conditions or because of the scope of the project, a detailed hydrology study may be required.
✓			Location of sidewalks within the site and within the right-of-way.
		✓	Exterior lighting locations and method of shielding lights from shining off the site.
✓			Trash receptacle locations and method of screening, if applicable.
		✓	Transformer pad location and method of screening, if applicable.

Y N N/A

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking spaces, typical dimensions of spaces, indication of total number of spaces, drives, and method of surfacing.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Parking Calculations in accordance with Zoning Ordinance Standards
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The location of lawns and landscaped areas, including required landscaped greenbelts.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscape plan, including location, size, type and quantity of proposed shrubs, trees and other live plant material.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, sizes, and types of existing trees five inches or greater in diameter, measured at one foot off the ground, before and after proposed development.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cross-section of proposed berms.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location and description of all easements for public right-of-way, utilities, access, shared access, and drainage.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Designation of fire lanes.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Loading/unloading area.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The location of any outdoor storage of materials and the manner by which it will be screened.

Sec. 6.1.4 (D) Building and Structure Details.

Y N N/A

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, height, and outside dimensions of all proposed buildings or structures.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Indication of the number of stores and number of commercial or office units contained in the building.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building floor plans.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Total floor area.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location, size, height, and lighting of all proposed signs.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed fences and walls, including typical cross-section and height above the ground on both sides.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building facade elevations, drawn to a scale of one inch equals = four feet, or another scale approved by the building official and adequate to determine compliance with the requirements of this article. Elevations of proposed buildings shall indicate type of building materials, roof design, projections, canopies, awnings and overhangs, screen walls and accessory building, and any outdoor or roof-located mechanical equipment, such as air conditioning units, heating units, and transformers, including the method of screening such equipment. Such equipment shall be screened from view of adjacent properties and public rights-of-way. Such screening shall be designed to be perceived as an integral part of the building design.

Sec. 6.1.4 (E) Information Concerning Utilities, Drainage, and Related Issues

Y N N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Schematic layout of existing and proposed sanitary sewers and septic systems; water mains, well sites, and water service leads; hydrants that would be used by public safety personnel to service the site; and, the location of gas, electric, and telephone lines.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Location of exterior drains, dry wells, catch basins, retention/detention areas, sumps and other facilities designed to collect, store, or transport stormwater or wastewater. The point of discharge for all drains and pipes should be specified on the site plan.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Indication of site grading and drainage patterns.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Types of soils and location of floodplains and wetlands, if applicable.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soil erosion and sedimentation control measures.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Proposed finish grades on the site, including the finish grades of all buildings, driveways, walkways, and parking lots.

Y N N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Listing of types and quantities of hazardous substances and polluting materials which will be used or stored on-site at the facility in quantities greater than 25 gallons per month.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Areas to be used for the storage, use, loading/unloading, recycling, or disposal of hazardous substances and polluting materials, including interior and exterior areas.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Underground storage tanks locations.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Delineation of areas on the site which are known or suspected to be contaminated, together with a report on the status of site cleanup.

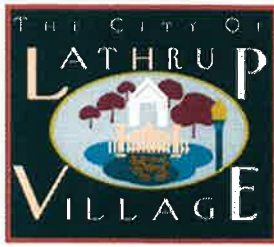
Sec. 6.1.4 (F) Information Concerning Residential Development.

Y N N/A

<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	The number, type and location of each type of residential unit (one-bedroom units, two-bedroom units, etc.).
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Density calculations by type of residential unit (dwelling units per acre).
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Lot coverage calculations.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Floor plans of typical buildings with square feet or floor area.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Garage and carport locations and details, if proposed.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Pedestrian circulation system.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location and names of roads and internal drives with an indication of how the proposed circulation system will connect with the existing adjacent roads. The plan should indicate whether proposed roads are intended to be private or dedicated to the public.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Community building location, dimensions, floor plans, and facade elevations, if applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Swimming pool fencing detail, including height and type of fence, if applicable.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Location and size of recreation open areas.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Indication of type of recreation facilities proposed for recreation area.

Please Note:

Other data which may be required. Other data may be required if deemed necessary by the city administrative officials, planning commission, or city council to determine compliance with the provisions in this article. Such information may include traffic studies, market analysis, environmental assessment and evaluation of the demand on public facilities and services.



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 Lathrup Village, MI 48076
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PLANNING & ZONING FEES

Application Type	Fee
Lot Split	\$400 + \$10/lot
Rezoning	\$895 plus \$15/acre over 10
Special Land Use Request	\$1,675
Multi-Family Site Plan Review	\$1,225 + \$1/unit
Commercial Site Plan Review	\$1,300
Engineering Plan Review	\$500
Planned Unit Development	\$1,000 plus \$100/acre or fraction thereof
Administrative Review	\$250
Commercial (Dimensional)	\$500 for 1 st variance; \$150/additional variance on the same site
Residential (Dimensional)	\$300 for 1 st variance; \$100/additional variance on the same site.
Use Variance	\$850
Extra Pre-Application Meeting	\$300

Halle Properties, L.L.C.
 Scottsdale, AZ 85255
 480-606-6000

Vendor Account No.21783

Check No.2000033485

DATE	INVOICE NUMBER	DEDUCTION REASON	GROSS AMOUNT	DISCOUNT	NET AMOUNT
04/19/2021	SITEPLANMID24		1,300.00	0.00	1,300.00
TOTALS:			1,300.00	0.00	1,300.00

Please Detach Before Depositing
 PAGE: 1 of 1

THIS CHECK IS VOID WITHOUT A BLUE AND GREEN BACKGROUND AND AN ARTIFICIAL WATERMARK ON THE BACK - HOLD AT AN ANGLE TO VIEW

Halle Properties, L.L.C.
 20225 N Scottsdale Road
 Scottsdale, AZ 85255
 480-606-6000

Wells Fargo
 PO Box 63020
 San Francisco, CA 94163

*VOID AFTER 180 DAYS

91-527/1221

Check# 2000033485

Date: 04/20/2021

Check Amount
****1,300.00****

PAY ONE THOUSAND THREE HUNDRED and 00/100 DOLLARS***

TO CITY OF LATHRUP VILLAGE
 THE 27400 SOUTHFIELD RD
 ORDER LATHRUP VILLAGE, MI 48076-3412
 OF



Authorized Signature

BORDER CONTAINS MICROPRINTING



⑈ 2000033485 ⑈ ⑆ 122105278 ⑆

2190503889⑈

Check Request



DT-AT Project / Store No.	MID 24 Lathrup Village		
Today's Date	4-19-21	Check Needed Date**	4-23-21

**Checks are cut on Tuesday and Thursday; Allow minimum 2 days to set up new Vendor

Payee Information

Name (Payable To)	City of Lathrup Village
Street Address	27400 Southfield Road
City, ST ZIP Code	Lathrup Village, MI 48076
Contact Person	Susie Stec
Phone No.	(248) 557-2600

Request Information

Check Amount	\$1,300	Deposit	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
Additional Details <i>If "Deposit" – indicate whether refundable and terms</i>		Site Plan Review Fee				
Requester Name, Company, & Phone No.		Joseph W. Westerbeke, PE				
Street Address	4063 Grand Oak Drive, Suite A109, Lansing, MI 48911					
Send Check To	Payee <input checked="" type="checkbox"/>	Requester <input type="checkbox"/>	Other: Address:			

Documents to Be Submitted

Please submit at least one of the following with this request:

- Invoice from Vendor
- Application indicating fee
- Correspondence to/from Municipality/Utility indicating fees (and any details regarding potential refunds)

Please do not submit email indicating: "I spoke to . . . and need a check . . ." A written confirmation from the Vendor will need to be provided

Please copy: Bonnie Cowan, bonnie.cowan@discounttire.com
Kathy Peters, kathy.peters@discounttire.com

DT/AT Office Use

Approved By	APPROVED <i>By William Shrum at 2:26 pm, Apr 19, 2021</i>
Return Check To	APPROVED <i>By Bonnie Cowan at 1:37 pm, Apr 19, 2021</i>
Comments	

Print

Clear Form

QUICK SHIP FORM

(Printable Form Only)

Please print two copies of this form.

✓ Attach one copy to the package you are shipping

✓ Keep the second copy for your records

DATE: 4/22/2021

REQUESTED BY:

Name: Donna Warner

Extension #: 67132

Email: donna.warner@discounttire.com

Department #: Construction AZO020

SHIP TO REGIONAL OFFICE: (Regional Offices receive dispatch on Thursdays.
Stores receive dispatch from Regional Offices on Fridays.)

All Regions

- | | | | | | | | |
|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| <input type="checkbox"/> AZP | <input type="checkbox"/> CAS | <input type="checkbox"/> GAA | <input type="checkbox"/> KSK | <input type="checkbox"/> MNM | <input type="checkbox"/> NVL | <input type="checkbox"/> TXD | <input type="checkbox"/> UTS |
| <input type="checkbox"/> CAL | <input type="checkbox"/> COD | <input type="checkbox"/> ILC | <input type="checkbox"/> MIA | <input type="checkbox"/> NCC | <input type="checkbox"/> OKO | <input type="checkbox"/> TXH | <input type="checkbox"/> VAR |
| <input type="checkbox"/> CAN | <input type="checkbox"/> FLJ | <input type="checkbox"/> INI | <input type="checkbox"/> MIW | <input type="checkbox"/> NMA | <input type="checkbox"/> TNN | <input type="checkbox"/> TXS | <input type="checkbox"/> WAS |

SHIP TO STORE:

SHIP TO: (Cannot ship to a PO Box)

Attention: Susie Stec

Company: City of Lathrup Village

Street: 27400 Southfield Road

Floor/Suite: _____

City/State: Lathrup Village, MI

Zip: 48076

Phone #: _____

- Residential Commercial
- Save Address Proof of Delivery

SHIPPING DETAILS:

Service Level: Next Day by 10:30AM BILL TO: DT ACCT #: _____

Bill Recipient Shipments Only

PACKAGE DETAILS:

Contents: _____ DW = L: _____ W: _____ H: _____

Declared Value: (1st \$100 is included): N/A

COMMENTS: MID 24

DISTRIBUTION ONLY:

Courier Signature: _____ Pick Up Date: _____

Courier Signature: _____ Return Initials: _____

SHIPPING TAGS:



Discount Tire Company, Inc.

America's Tire Co.

20225 N. Scottsdale Road

Scottsdale, AZ 85255

Phone 480-606-7059

Fax 480-606-4370

To: Susie Stec

From: Donna Warner

Date: April 22, 2021

Re: MID 24

Hello!

Attached, please find the signed Application for Special Land Use and Application for Site Plan Review for Discount Tire's site in Lathrup Village. Please let me know if you need anything else.

Thank you,

Donna Warner

Discount Tire

Construction Administrative Assistant

20225 N. Scottsdale Rd.

Scottsdale, AZ 85255

Donna.Warner@discounttire.com

480-606-7132