

April 4, 2022

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

Site Plan Review and Special Land Use

Site: 18411 W. 14 Mile Road
Applicant: Engineering Services, Inc.
Plan Date: March 15, 2022
Zoning: O Office District
Parcel ID: 24-14-226-048
Proposal: Special Land Use

Dear Planning Commissioners,

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



Summary of Findings

The 0.51-acre site is zoned O – Office District and is located at the southwest corner of W. 12 Mile Road and Guy Place. The existing building consists of two floors, with a square footage of 3,350 each, amounting to 6,700 square feet total. According to the site plan, 2 driveways along W. 12 Mile Road and one driveway along Guy Place provide vehicular access to the site. 44 existing parking spaces are dimensioned on the property, 20 of which are located within an area along the south property line labeled as a vacated public alley. Abutting properties to the south are zoned R1 – Single-Family Residential. Properties to the east and west, along the south side of W. 12 Mile Road are zoned O – Office, and the properties on the north side of W. 12 Mile are located within the city of Southfield and zoned OS – Office Service. The subject site's previous use was office. The primary proposed use is a place of worship, which will also function with multipurpose related uses, including a school and office. No additional square footage is proposed within the scope of work for this project.

Standards For Site Plan Approval

Projects requiring a special land use approval must be accompanied by a site plan prepared in conformity with Section 6.1 of the Lathrup Village Zoning Ordinance (Section 6.2.3).

Proposed

1. **Use.** The applicant intends to renovate the interior of the existing building for a change in use from office to place of worship. Additional uses are dependent upon the primary use and include multipurpose areas such for school and office space. The existing, 2-story building gross floor area is 6,700 square feet and no additional space is proposed to be added to the site.
2. **Waste and Rubbish (Section 5.3).** Every building in every district other than R1 and R2 shall provide within the building a fire protected waste and refuse storage space or spaces measuring five cubic feet for each 100 square feet of building floor area, but at least 225 cubic feet. To be acceptably fire protected, the waste and refuse storage space must be in an enclosure or room with a one-hour fire rated construction with self-closing fire door and must have sprinkler heads installed and maintained in working order. The heating furnace may not be located in the waste and refuse storage space. ***The site plan does not include a designated area for a dumpster enclosure and should therefore demonstrate compliance with this ordinance standard.***
3. **Protective or Barrier Walls Required (Section 5.5).** In districts R2, O, CV, VC and MX where a lot abuts an R1 district (or abuts an alley which abuts an R1 district), the owners of each lot in R2, O and CV districts who erect any building, structure, or parking facility on the lot, shall provide and thereafter maintain in good condition, a protective or barrier wall between R1 district and such lot in conformity with the following requirements:
 - a. It shall be a continuous and solid face brick, masonry, or stone wall at least five feet high (but not more than six feet high) as measured from the side of the wall farthest from the R1 district as finally and properly graded. ***The site plan identifies an existing, 8'-0" wall along the south property line separating the subject site from the adjacent R-1 Single-Family Residential District. The wall may be an existing, non-complying structure, but the plans should address the following, in item 'b' below:***

- b. It shall be at least eight inches thick and reinforced with steel, pilasters, or the equivalent and shall provide for proper drainage to flow through or around the wall in accordance with sound engineering practice. ***The applicant should provide additional information pertaining to the existing barrier wall.***
- c. It shall extend the full length of the property being put to use by the provider of the wall; provided, however, it shall not be extended to within the front 20 feet of an abutting R1 lot and may be reduced to three feet high in the end 20 feet.
- d. It shall be placed adjacent to and along the property line which abuts the R1 district where the two districts abut each other. It shall be placed on R1 side of any alley, in the alley, when there is an alley which runs between the two districts.
- e. The building official, in the exercise of his sound discretion, may provide for minor deviations from the foregoing specifications as provided in Section 6.1.B.

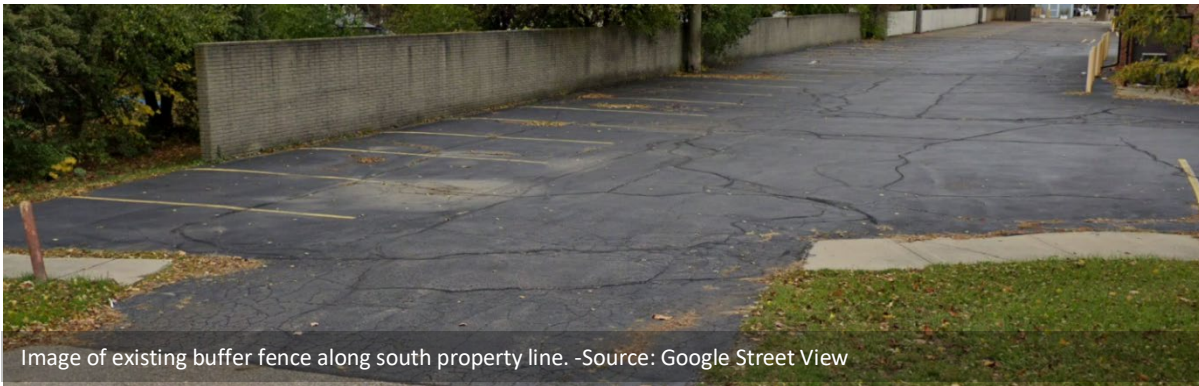


Image of existing buffer fence along south property line. -Source: Google Street View

4. **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. ***There is no indication that outdoor lighting exists on the site and no indication that any is proposed. The applicant should provide information pertaining to lighting the property. If lighting is proposed, it must comply with the standards of this section.***
5. **Parking Requirements for Change of Use (Section 5.13.3).** Whenever the use of an existing premises is changed to one requiring greater off-street parking, parking facilities for the total floor area and use shall first be provided and thereafter maintained in the amounts specified in this article.

6. Off-street parking construction and maintenance standards (Section 5.13.9)

Parking Layout Standards (5.13.9.A)					
	Angle of Spaces (Degrees)	Maneuvering Lane (Feet)	Total Module Width of 1 Tier of Spaces + Maneuvering Lane (Feet)	Total Module Width of 2 Tiers of Spaces + Maneuvering Lane (Feet)	Comments
Required:	90	22	42	62	Compliant
Provided:	90	28'-7" east aisle 24'-7" south aisle 28'-5" west aisle	54'-0" east aisle 44'-7" south aisle	75'-10"	

- a) Numbers and locations of driveways shall be planned in accordance with the principles of good traffic engineering and whenever feasible, driveways should be combined and jointly used to reduce their numbers to a minimum (Section 5.13.9.E). ***The existing site has two access driveways along W. 12 Mile Road and one along Guy Place. The applicant may consider removing one of the driveways to reduce the number of potential conflict points between vehicles, and vehicles and pedestrians.***
 - b) Some form of wheel stop shall be provided to prevent a parking vehicle from damaging an adjacent wall or fence or overhanging an adjacent sidewalk by more than two feet. The preferred form of wheel stop is a four-inch-high curb and/or raised concrete slab in at least one wheel track of a parking vehicle. Bumper blocks may be permitted by the City if the applicant shows cause for doing so and the blocks to be used are durable and limited to four inches in height and six feet in length (Section 5.13.9.I). ***Parking spaces abutting sidewalks and the building shall comply with this ordinance standard.***
 - c) All lighting used to illuminate any off-street parking area shall conform to Section 5.8. Lighting may be required as a condition to approval of a site plan (Section 5.13.9.J).
 - d) When required by the principles of sound traffic engineering in order to ensure pedestrian safety, sidewalks, of not less than five feet in width, may be required to separate any driveway or parking area from a building (Section 5.13.9.K). ***Due to the small size of this site and parking area, this may not be required.***
 - e) Any lane, route, or path in which vehicles are directed expressly for the purposes of receiving or dispensing persons, goods, or services without the driver leaving the vehicles (hereinafter referred to as a drivethrough lane) shall comply with this section of the ordinance (Section 5.13.9.O). ***It is common for church facilities to include a designated area for drop-off. The applicant should indicate if the proposed church use plans for a drop-off area.***
7. **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 provide 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. ***It does not appear this use will require a loading area.***

8. **Minimum number of parking spaces required (Section 5.13.13.D).**

Parking Standards				
Ordinance Standard	Zoning Ord Section	Required	Provided	Comments
Places of Worship	Section 5.13.13.D	53 spaces	44 spaces	Not Compliant ₁

1. 1 space per 3 seats; or 1 space per 3 persons by capacity. – 120 seats / 3 = 40 spaces required. An additional 13 spaces are required for the office designated use:
(GLA / 275): 3,350 square feet / 250 = 12.18 or 13 spaces. 53 spaces required; 44 spaces provided. ***The proposed use is 9 parking spaces short, or 17% deficient. Per Section 5.13.15, the approving body, in this case City Council, may determine that the requirements... "are unduly stringent" and that the amount of parking provided is sufficient for the use. The applicant should be prepared to discuss how overflow parking will be handled.***

9. **Landscaping (Section 5.15).** Landscape standards for properties in the Office District are as follows:
Landscape Plan – ***A landscape plan was found on Sheet A-03 showing all proposed trees, shrubs, and perennials. The landscaped area between the building and right-of-way, as well as the sides of the building, appear to be at least 5% of the property that is required to be landscaped. Two evergreen, and two deciduous trees are planted along the landscaped buffer area in front of the building, as required by this section.***

10. **Parking Facility Landscaping (Section 5.15.4).**

- a. There must be provided and maintained a minimum of 15 square feet of landscaping conforming to the specifications of this article for each parking space provided in the parking facility area with a minimum of 150 square feet on any lot. ***The applicant should confirm the location of the parking lot landscaping. 15 square feet x 44 parking spaces = 660 square feet of landscaping required. From an aerial image of the site, it appears that there are two existing parking spaces within the Guy Place right-of-way that are not shown on the site plan. If the applicant does not believe these spaces are needed, and City Council approves a reduction in parking, the Planning Commission may wish to discuss whether this area could be used as a landscape area.***
- b. Parking facility landscaping shall be not less than three feet in any single dimension and not less than 150 square feet in any single area and shall be protected from parking areas with curbing or other permanent means to prevent automobile encroachment onto the landscaping areas. Areas less than these minimum requirements will not be considered as part of the landscaping requirements. ***If the landscaping on the sides of the building is intended for parking facility landscaping, dimension the width of the planting strip. Also, identify the curb or protection mechanism from the adjacent parking spaces.***
- c. A minimum of one deciduous or large evergreen tree shall be planted for each 400 square feet or fraction thereof of required parking facility landscape area. ***660 square feet of parking facility landscaping is required. Therefore, identify the one tree intended to meet this requirement.***

11. District Development Standards (Section 3.1.6).

Development Standard	Zoning Ord Section	Required	Provided	Comments
Lot Size	3.1.6	5,000 square feet	22,215.6 square feet	Compliant
Maximum Height		30 feet or 2 stories, whichever is less	two story (existing building)	Compliant
Front Yard		10 foot minimum	14 feet (existing building)	Compliant
Side Yard		5 feet – one side 15 feet – total	54 feet (east side) 75.86 (west side)	Compliant
Rear Yard		5 feet	44.55 feet	Compliant

Standards for Special Land Use Approval (Section 6.2.10)

1. *Reasonable Use.* The proposed use is considered “reasonable” when it would be harmonious, compatible, and appropriate for the use along with not impinging unreasonably on the value or use of nearby properties. Places of worship are a permitted special land use within the Office District. ***The interdependent office and educational uses would align with the reasonable use of the worship space.***
2. *Conformity with other regulations of the City.* The site is existing and proposes no physical changes to the property other than landscaping. As a change of use application, the proposed church requires additional parking spaces that have not been confirmed upon review of the site plan. ***The applicant should respond to additional review comments outlined in the letter above.***
3. *Location, intensity, and periods of operation.* The location, intensity, and periods of operation of the use must be such as to eliminate any reasonable likelihood that it will be, cause, or create a public or private nuisance in fact. ***The proposed use is reasonable within the context of location, intensity, and periods of operation of the City of Lathrup Village. Sensitivity toward the existing, abutting single-family residential lots should be observed, particularly on days of highest use (Sundays, holidays, etc.)***
4. *The use, as and where proposed, must not be inconsistent with the spirit and purpose of this ordinance nor contrary to the principles of sound community planning.* The proposed reuse of a vacant building in the O – Office District as church use is consistent with the spirit of the ordinance and is in line with sound community planning. ***The shortage of off-street parking should be addressed by the applicant prior to site plan approval.***
5. *Uses Character on Adverse Effects and Neighbors.* ***On-street parking within the adjacent, residential neighborhood should be avoided. The shortage of off-street parking should be addressed by the applicant prior to site plan approval.***
6. *The use must not diminish the fair market value of neighboring lands or buildings to any substantial or significant degree.*

7. *Site Design.* The site and manner of operation provide for the maximum reasonable and feasible enhancement of the environment of the surrounding area. The applicant is proposing landscape improvements to the existing site. ***Reference to the comments in the landscape review above should be addressed for clarity and compliance of ordinance standards.***
8. *Demonstrated Need.* Establishments involving the sale of alcoholic beverages must demonstrate a quantifiable need for the proposed use within either the City or surrounding area. ***N/A.***

We will look forward to discussing the site plan and special land use application with the Planning Commission on April 19, 2022.

Regards,
Giffels Webster

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