

BOARD OF TRUSTEES
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Kim Markee, Clerk
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5200 Civic Center Drive
Waterford, Michigan 48329-3773
Telephone: (248) 674-6238 Fax: (248) 674-4097
www.waterfordmi.gov

**DEVELOPMENT SERVICES
DEPARTMENT**

Jeffrey M. Polkowski, AICP
Director

Rick Hutchinson
Superintendent of Building
Division

Scott Alef
CDBG Coordinator

MEMORANDUM

Date: August 5, 2025
To: Honorable Township Board Members
From: Jeffrey Polkowski, Director of Development Services
RE: Case No. 2025-Z-014
5570 Elizabeth Lake Rd
R-1C, Single-Family Residential to C-1, Neighborhood Business
Location: North side of Elizabeth Lake Rd, east of Airport Rd
Applicant: Renee Lauderback

The subject property was originally developed as commercial property between 1940 and 1963. The property was rezoned to R-1C, Single-Family Residential in 2011 making any commercial use of the property non-conforming. The previous personal grooming establishment was legal non-conforming, but any change in use must comply with the Zoning Ordinance. The previous owner had begun converting the interior into a residential space, but the building and parking lot are developed in a manner more suitable for commercial use.

The applicant is seeking to rezone the subject property to C-1, Neighborhood Business so they could open a compliant sales office on the property, but it is important to consider that if the proposed rezoning is adopted the property could be used for any use allowed in the C-1, Neighborhood Business.

Planning Commission Recommendation and Findings

The Planning Commission reviewed this proposed rezoning at the regularly scheduled meeting on March 25, 2025 and resolved unanimously to forward a favorable recommendation to the Township Board.

Motions

Based upon the Planning Commission's favorable recommendation at the March 25, 2025 regular meeting of the Planning Commission, should the Board want to consider adopting the requested rezoning, the appropriate motion would be to introduce the attached Ordinance and schedule it for possible adoption at the August 25, 2025 meeting. However, if the Board does not want to adopt the requested rezoning, the appropriate motion would be to not introduce the Ordinance and deny the zoning amendment.

Should you have any questions prior to the meeting please do not hesitate to reach out to me.



Project Name: 5570 Elizabeth Lake Rd Rezoning

Project #: PRSA 24-08-02

Project Type: Rezoning Review

PC Agenda: March 25, 2025 Regular Agenda

Report By: Justin Daymon

Proposed Use	Office Establishment (§3-703.3.F.)		
Address	5570 Elizabeth Lake Rd	Parcel ID	13-21-380-028 & -029
Applicant	Renee Lauderback 270 Melinda Circle White Lake, MI 48386	Property Owner	Same
Current Zoning	R-1C, Single-Family Residential	Proposed Zoning	C-1, Neighborhood Business
Frontage	80 ft	Property Size	0.2 acre
General Location	North side of Elizabeth Lake Rd, east of Airport Rd		
Master Plan Designation	Single-Family Neighborhood		
Current Use	Vacant Building		
Zoning History	1950 – Commercial-1 1963 – C-1, Local Business 2011 – R-1C, Single-Family Residential		
Surrounding Development			
North, East, South, West	R-1C, Single-Family Residential		

Project Summary

The subject property was originally developed as commercial property between 1940 and 1963. The property was rezoned to R-1C, Single-Family Residential in 2011 making any commercial use of the property non-conforming. The previous personal grooming establishment was legal non-conforming, but any change in use must comply with the Zoning Ordinance. The previous owner had begun converting the interior into a residential space, but the building and parking lot are developed in a manner more suitable for commercial use.

The applicant is seeking to rezone the subject property to C-1, Neighborhood Business so they could open a compliant sales office on the property, but it is important to consider that if the proposed rezoning is adopted the property could be used for any use allowed in the C-1, Neighborhood Business.

Master Plan Compatibility

The subject property is identified as Single-Family Neighborhood by the Master Plan's Future Land Use Map. This designation does not call for commercial uses.

Zoning District Conformity

The subject property is currently made up of two separate parcels that are both approximately 4,000 sq ft which is not large enough to qualify for the C-1, Neighborhood Business district which requires a minimum lot size of 7,500 sq ft. If the Planning Commission sees fit to recommend approval of the

rezoning request the applicant is aware they must combine the parcels through the Assessing Dept prior to the Planning Commission's recommendation being presented to the Board of Trustees.

Planning Commission Approval Recommendation Guidelines

The following is a summary of Section 4-009.3 of the Zoning Ordinance and the Planning Commission's approval recommendation guidelines that have been established for rezoning application requests:

Where the purpose and effect of the proposed amendment is to change the zoning classification of a particular property, the Planning Commission shall make its recommendations to the Township Board based upon the evidence presented to it in each specific case with respect to the following matters:

- A. The requested zoning change is consistent with the adopted Master Plan, as amended.

Staff Comment: The rezoning request is not consistent with the Master Plan's designation of the property as Single-Family Neighborhood.

- B. The requested zoning change is consistent with existing uses and zoning classifications of properties within the general area of the subject zoning lot.

Staff Comment: This portion of Elizabeth Lake Rd is largely compromised of single-family residential though there are other commercial properties of a similar size and intensity nearby.

- C. The subject zoning lot's physical suitability to provide all dimensional and site requirements for the range of uses permitted under the proposed zoning classification.

Staff Comment: The property is suitable to provide for the range of uses permitted under the proposed zoning district.

- D. The trend of development in the general area of the subject zoning lot is consistent with the requested zoning change.

Staff Comment: All the neighboring properties are zoned for single-family residential use. The intent of the proposed zoning district is to permit businesses that are designed for the convenience of persons residing in adjacent residential neighborhoods.

- E. The Township and other public agencies possess the capacity to provide all utility and public services that would be required for the range of uses permitted under the proposed zoning classification.

Staff Comment: Public utilities are available to the site and the Township along with other related public service agencies possess the capacity to provide all utility and public services to the property.

- F. The requested zoning change and the resulting range of uses permitted under the proposed zoning classification will not result in any significant environmental impacts.

Staff Comment: The low intensity nature of the uses allowed in the proposed zoning district is unlikely to result in environmental impacts.

- G. Whether the amendment will be detrimental to the public interest.

Staff Comment: It is unlikely that this zoning change would be detrimental.

Department Comments

Planning:

1. The property was zoned, and used, as commercial property for approximately 60 years prior to it being rezoned.
2. The existing building and parking lot's design are more suited for commercial use.
3. The proposed rezoning is not supported by the designation of the Master Plan's Future Land Use Map.
4. While the immediately adjacent properties are zoned for single-family residential use there are other C-1, Neighborhood Business properties along Elizabeth Lake Rd in the surrounding area.

Summary/Conclusions

The proposed rezoning would see the subject property return to its previous zoning district which aligns with its historic use. The property does not abut any commercial properties, and the Master Plan's designation of the property does not support commercial use, but the existing development of the property would likely discourage traditional residential use of the property. The low intensity nature of the uses allowed in the proposed zoning district makes it unlikely that the proposed rezoning would be detrimental to surrounding properties.

Recommendation and Planning Commission Action

Following the required public hearing, the Planning Commission shall provide a recommendation to the Township Board on the rezoning request. In making this recommendation, the Planning Commission shall consider the approval recommendation guidelines referenced above. Staff has attached a motion template for your use in formulating your recommendation.

Upon your review, if you have any questions or require additional information prior to Tuesday's meeting, please contact this office.

MOTION TEMPLATE FOR PLANNING COMMISSION CASE NO. 25-03-01,**Proposed Zoning Map Amendment to Rezone From:****R-1C, Single-Family Residential to C-1, Neighborhood Business****Motion:**

I move to forward a **favorable/unfavorable [Strike One]** recommendation in Case No. 25-03-01 on to the Township Board, to rezone the subject parcels #13-21-380-028 & -029 from R-1C, Single-Family Residential to C-1, Neighborhood Business based on the following findings and conclusions under the Ordinance approval recommendation guidelines which are based on assessment of the information and statements presented in this case by or for the Township Staff, Applicant, and members of the public.

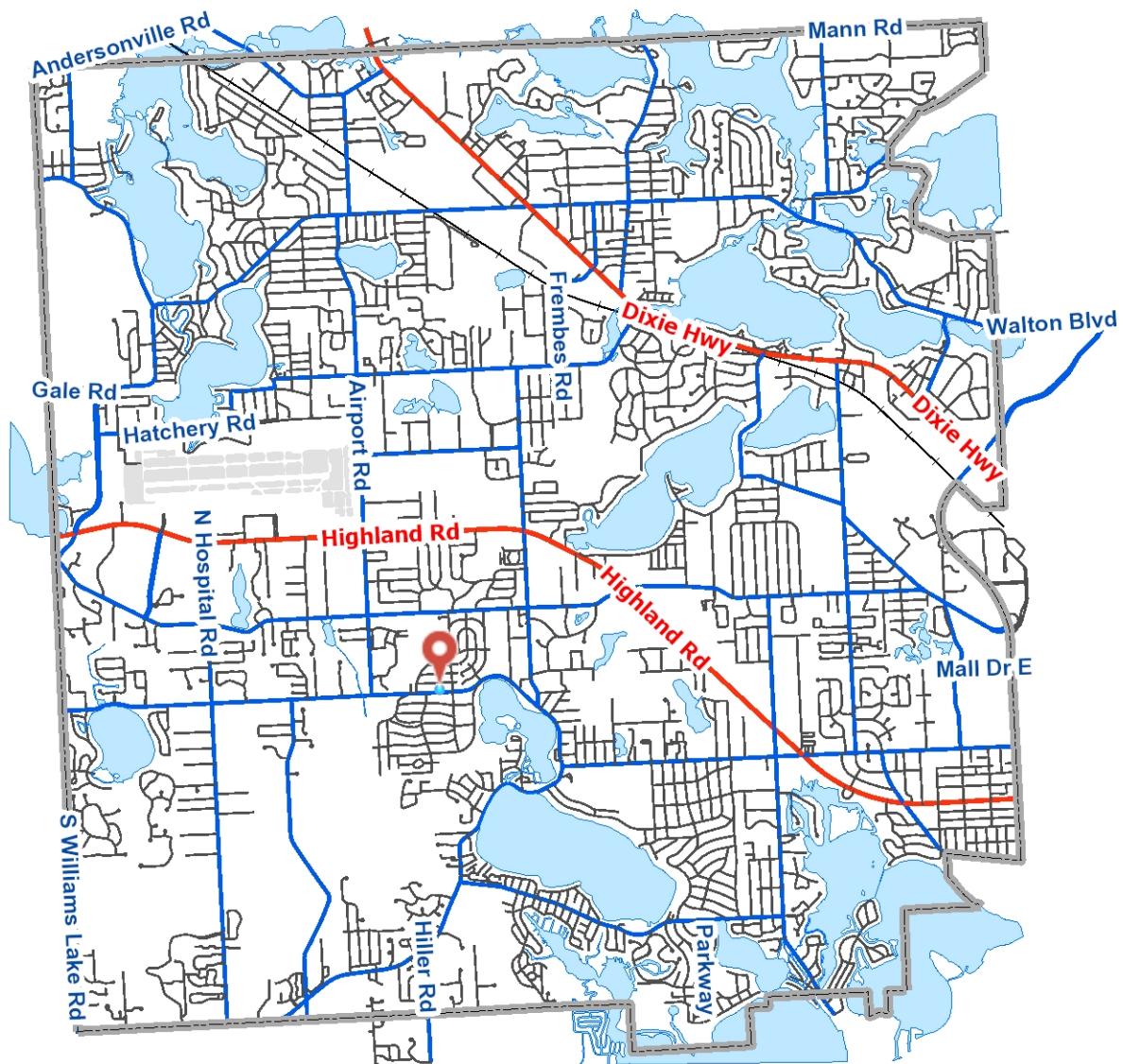
Findings:

- A. The requested zoning change **is not / is [Strike One]** consistent with the adopted Master Plan as amended.
- B. The requested zoning change **is / is not [Strike One]** consistent with existing uses and zoning classifications of properties within the general area of the subject zoning lot.
- C. The subject zoning lot **is / is not [Strike One]** physically suitable to provide all dimensional and site requirements for the range of uses permitted under the proposed zoning classification.
- D. The trend of development in the general area of the subject zoning lot **is / is not [Strike One]** consistent with the requested zoning change.
- E. The Township and other public agencies **do / do not [Strike One]** possess the capacity to provide all utility and public safety services that would be required for the range of land uses permitted under the proposed zoning classification.
- F. The requested zoning change and the resulting range of uses permitted under the proposed zoning classification **will not / will [Strike One]** result in any significant environmental impacts.
- G. The proposed zoning amendment **will not / will [Strike One]** be detrimental to the public interest.



PRSA 25-03-01

Location Map



1:72,224



12,037.3

0

6,018.65

12,037.3 Feet

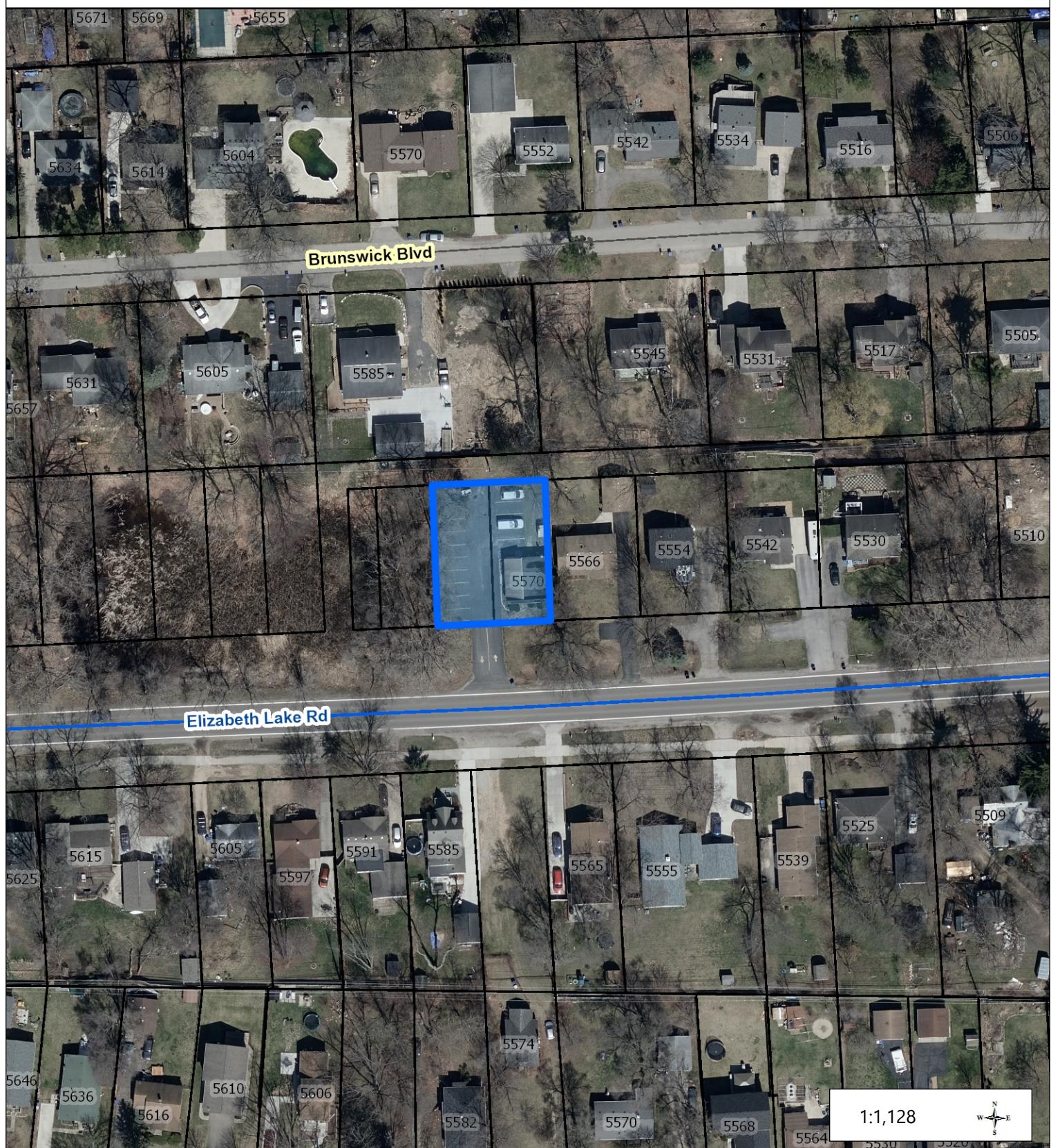
SOURCES: The Charter Township of Waterford and Oakland County, MI.
Oakland County parcel data, Updated weekly.

DISCLAIMER: Information depicted hereon is for reference purposes only. It was compiled from the best available resources which have varying degrees of accuracy. This map is not a legally recorded map nor a survey and is not intended to be used as such. The Charter Township of Waterford assumes no responsibility for error that arise from this map.



PRSA 25-03-01

Aerial Map



188.1

0

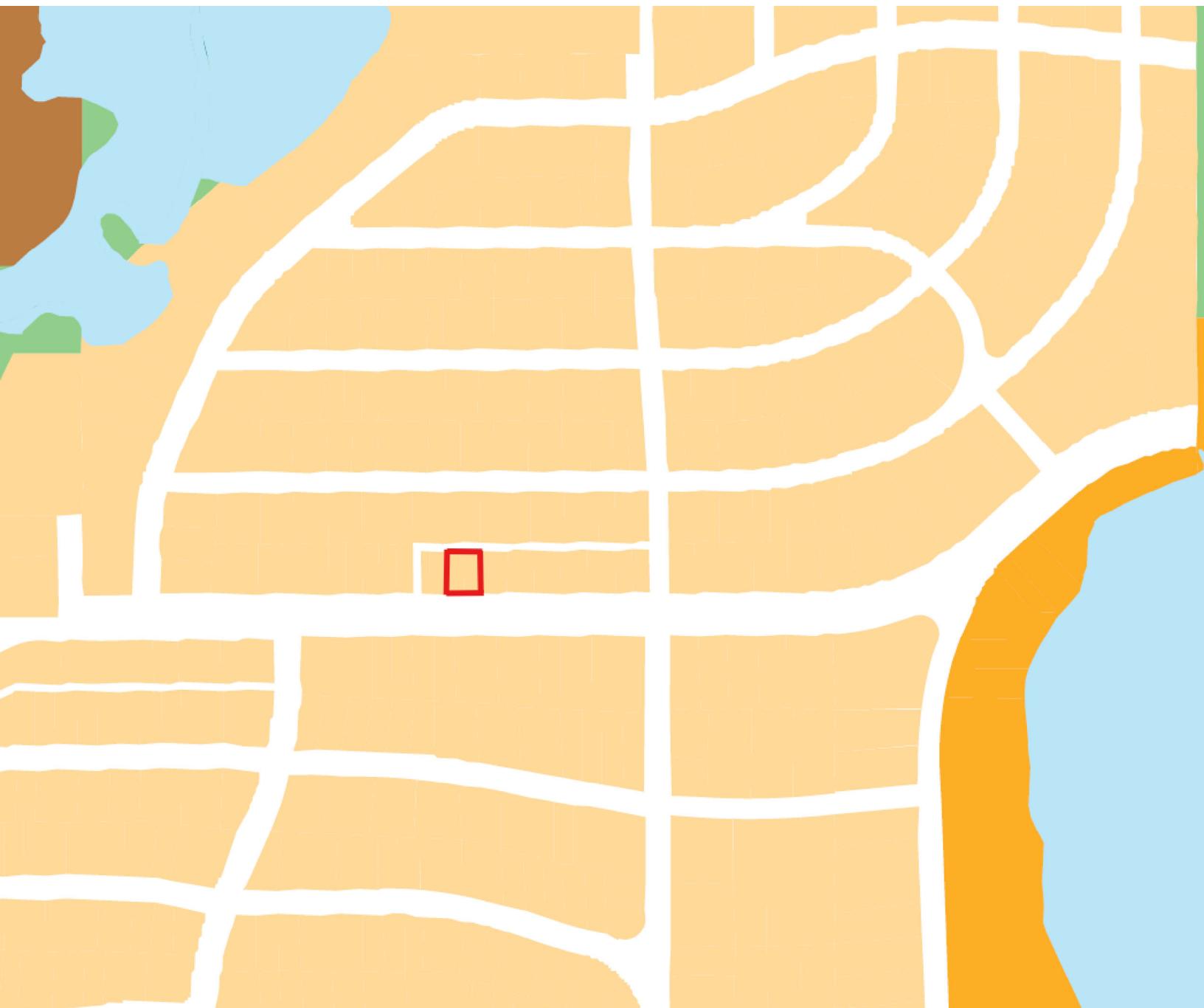
94.04

188.1 Feet

SOURCES: The Charter Township of Waterford and Oakland County, MI. Oakland County parcel data, Updated weekly.

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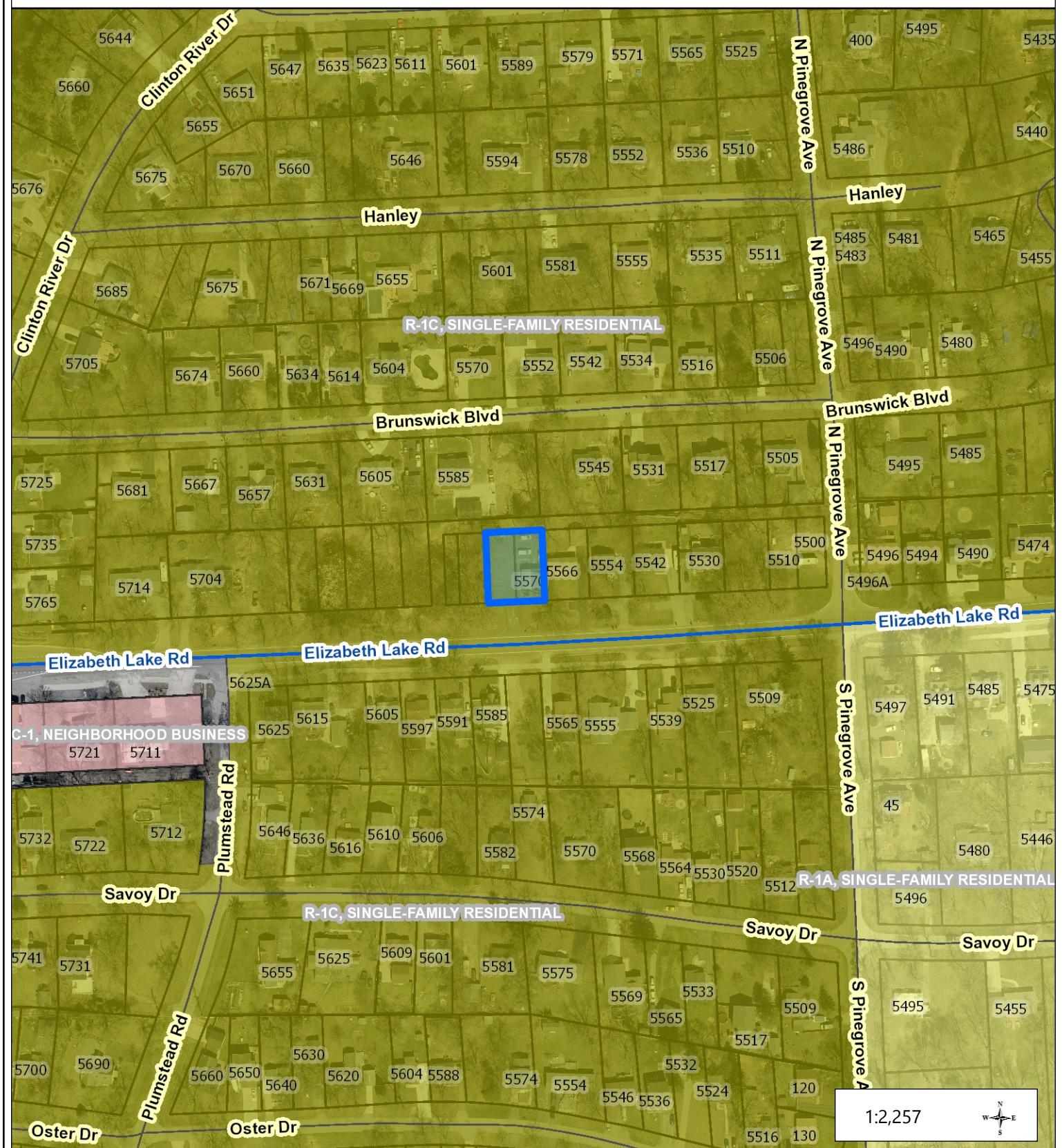
PRSA 25-03-01
Master Plan Map





PRSA 25-03-01

Zoning Map



376.2

0

188.08

376.2 Feet

1:2,257



SOURCES: The Charters Township of Waterford and Oakland County, MI. Oakland County parcel data, Updated weekly.

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Project Number	Extra Addresses	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 25-03-01	Agency Addresses			The Road Commission for Oakland County	31001 Lahser Road	Beverly Hills	MI		48025	
PRSA 25-03-01	Agency Addresses			DTE	1 Energy Plaza	Detroit	MI		48226	
PRSA 25-03-01	Agency Addresses			Consumers Energy	1 Energy Plaza Dr	Jackson	MI		49201	
PRSA 25-03-01	Review	PIN	CVTTAXCODE	CVTTAXDESCRIPTION	NAME1	NAME2	POSTALADDRESS	POSTALCITY	POSTALSTATE	POSTALZIP5
PRSA 25-03-01		1321380027 W		CHARTER TOWNSHIP OF WATERFORD DENNIS A SULLENS	KUMAR VEMUL	11320 CHESTER RD	CINCINNATI	OH		45246
PRSA 25-03-01	Review	1328126029 W		CHARTER TOWNSHIP OF WATERFORD FELICIA ORDAZ		1422 W MCLELLAN BLVD	PHOENIX	AZ		85013
PRSA 25-03-01	Review	1321380029 W		CHARTER TOWNSHIP OF WATERFORD RENEE LAUDERBACK	CHRISTIAN AND 270 MELINDA CIR	WHITE LAKE	MI		48386	
PRSA 25-03-01	Review	1321379028 W		CHARTER TOWNSHIP OF WATERFORD MICHAEL RUSSUM		4350 GREENDALE AVE	WEST BLOOMFIELD	MI		48323
PRSA 25-03-01		1321380024 W		CHARTER TOWNSHIP OF WATERFORD JANE I BOWSER		4442 CRIMSON CT	GRAND BLANC	MI		48439
PRSA 25-03-01		1321380047 W		CHARTER TOWNSHIP OF WATERFORD ANNABELLE FALZON		5440 N PICCADILLY	WEST BLOOMFIELD	MI		48322
PRSA 25-03-01		1321380017 W		CHARTER TOWNSHIP OF WATERFORD CHRISTOPHER CRITCHFIELD	TAMARA CRITC	5505 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1328126030 W		CHARTER TOWNSHIP OF WATERFORD STEVEN J SHAHINIAN		5509 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321380054 W		CHARTER TOWNSHIP OF WATERFORD STEPHANIE KUCZYNSKI	DUSTIN KUCZYN	5517 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1328126011 W		CHARTER TOWNSHIP OF WATERFORD ALAN LOVSE		5525 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321380052 W		CHARTER TOWNSHIP OF WATERFORD SARAH LAUREN SMITH		5530 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321380053 W		CHARTER TOWNSHIP OF WATERFORD MICHAEL BEACH		5531 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1328126010 W		CHARTER TOWNSHIP OF WATERFORD CHRISTOPHER PLESS	MELISSA PLESS	5539 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321379027 W		CHARTER TOWNSHIP OF WATERFORD DAVID RIDLEY		5542 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321380051 W		CHARTER TOWNSHIP OF WATERFORD ROBERT CZYZ	LISA CZYZ	5542 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321380012 W		CHARTER TOWNSHIP OF WATERFORD JOSEPH J SZEREMET	BARBARA J SZEF	5545 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321379026 W		CHARTER TOWNSHIP OF WATERFORD DEBRA HANEY		5552 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321380044 W		CHARTER TOWNSHIP OF WATERFORD ANDREW ARTEAGA		5554 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1328126009 W		CHARTER TOWNSHIP OF WATERFORD JAMES A JARDINE	DONALD JARDII	5555 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1328126008 W		CHARTER TOWNSHIP OF WATERFORD MICHAEL KRIVSKY	KAITLYN KRIVSK	5565 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321380043 W		CHARTER TOWNSHIP OF WATERFORD NANETTE MARIE LALONE		5566 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1328126022 W		CHARTER TOWNSHIP OF WATERFORD KEVIN LAFLAMME	JESSICA LAFLA	5568 SAVOY DR	WATERFORD	MI		48327
PRSA 25-03-01		1321379034 W		CHARTER TOWNSHIP OF WATERFORD JULIE JOSSELYN		5570 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321380022 W		CHARTER TOWNSHIP OF WATERFORD JOSEPH LAYDE		5570 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1328126021 W		CHARTER TOWNSHIP OF WATERFORD PAUL BRICKMAN		5570 SAVOY DR	WATERFORD	MI		48327
PRSA 25-03-01		1328126020 W		CHARTER TOWNSHIP OF WATERFORD CURTIS MACDONALD		5574 SAVOY DR	WATERFORD	MI		48327
PRSA 25-03-01		1328126019 W		CHARTER TOWNSHIP OF WATERFORD ROSS MCMAHON		5582 SAVOY DR	WATERFORD	MI		48327
PRSA 25-03-01		1321380011 W		CHARTER TOWNSHIP OF WATERFORD ADAM EDWARDS	JULIA CHISSU	5585 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1328126006 W		CHARTER TOWNSHIP OF WATERFORD BRYAN D WEAVER	MELANIE J WEA	5585 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1328126005 W		CHARTER TOWNSHIP OF WATERFORD LAURA WALKER		5591 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1328126004 W		CHARTER TOWNSHIP OF WATERFORD JONATHAN HARKNESS	CARLY SEFFENS	5597 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321379033 W		CHARTER TOWNSHIP OF WATERFORD BRIAN HAYWALD		5604 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321380010 W		CHARTER TOWNSHIP OF WATERFORD MARICELA ARTEAGA		5605 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1328126003 W		CHARTER TOWNSHIP OF WATERFORD PATRICIA A NEDROW		5605 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1328126028 W		CHARTER TOWNSHIP OF WATERFORD JOHN A BORDERS		5610 SAVOY DR	WATERFORD	MI		48327
PRSA 25-03-01		1321379021 W		CHARTER TOWNSHIP OF WATERFORD JOEL M ELSENBROEK II	RACHEL A LONG	5614 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1328126002 W		CHARTER TOWNSHIP OF WATERFORD JONATHAN LOMAKA	EMILY DUNN	5615 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01		1321380048 W		CHARTER TOWNSHIP OF WATERFORD JASON JOHNSON		5631 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321379020 W		CHARTER TOWNSHIP OF WATERFORD LEONARD SOLON	JULIE SOLON	5634 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321380007 W		CHARTER TOWNSHIP OF WATERFORD JEAN KOCHER		5657 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01		1321380020 W		CHARTER TOWNSHIP OF WATERFORD KIMBERLY MAROTZ	RALPH MAROTZ	5704 ELIZABETH LAKE RD	WATERFORD	MI		48327
PRSA 25-03-01	Review	1321379036 W		CHARTER TOWNSHIP OF WATERFORD TODD HOFFMAN		955 SCOTT LAKE RD	WATERFORD	MI		48328
PRSA 25-03-01	Extra Addresses	1321379036 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		5516 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01	Extra Addresses	1321379028 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		5534 BRUNSWICK BLVD	WATERFORD	MI		48327
PRSA 25-03-01	Extra Addresses	1328126029 W		CHARTER TOWNSHIP OF WATERFORD OCCUPANT		5606 SAVOY DR	WATERFORD	MI		48327
PRSA 25-03-01	LAMS	1321379036		OCCUPANT		5520 Brunswick Blvd	WATERFORD	MI		48327
PRSA 25-03-01		1321380023 W		CHARTER TOWNSHIP OF WATERFORD TOWNSHIP OF WATERFORD DRAIN BASIN		5200 CIVIC CENTER DR	WATERFORD	MI		48329

Notice is hereby given of a public hearing to be held by the Waterford Township Planning Commission on **Tuesday, March 25, 2025** at **6:00 p.m.** in the Auditorium at 5200 Civic Center Dr., Waterford, MI 48329, to hear the following request:

Case No. PRSA 25-03-01

Requesting: Rezone the subject property from R-1C, Single-Family Residential to C-1, Neighborhood Business
Property Location: **5570 Elizabeth Lake Rd**
Property Zoned: C-1, Neighborhood Business
Applicant: Renee Lauderback

Members of the public will only be able to speak during any public hearing that is held at the meeting and during the public comment period at the end of the meeting and such comments will be limited to three minutes per person. To provide for orderly public participation, a person wishing to speak must first state their name and request to be recognized by the Chairperson of the meeting. The Chairperson will recognize all persons wishing to speak during a public hearing and the public comment period. Prior to the meeting, members of the public may contact the members of the Planning Commission to provide input or ask questions by email or mail to the Township employee/official and at the addresses listed below. Persons with disabilities in need of accommodations to be able to participate in the meeting should provide at least 24-hour advance notice to the listed Township employee by phone, email, or mail and an attempt will be made to provide reasonable accommodations.

Jeffrey M. Polkowski, AICP
Director of Development Services
Charter Township of Waterford
5200 Civic Center Drive, Waterford, Michigan 48329
planning@waterfordmi.gov
Phone: (248) 674-6238

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Director of Development Services
Charter Township of Waterford
5200 Civic Center Drive, Waterford, Michigan 48329
planning@waterfordmi.gov
Phone: (248) 674-6238

**PLANNING DIVISION
APPLICATION FORM**



DEVELOPMENT SERVICES DEPARTMENT
5200 Civic Center Drive
Waterford, Michigan 48329-3773
Telephone: (248) 674-6238
Fax: (248) 674-4097
planning@waterfordmi.gov

Office Use Only

Related Application Numbers

PBUS: 25-0023

PCR: _____

PRSA: 25-03-01

PSP: _____

PZBA: _____

Date Received

3/3/25

Planning Fees

\$1300 pd

Engineering Fee

New Address Fee

I. Type of Request (select all that apply)

<input checked="" type="checkbox"/> Business Registration	<input type="checkbox"/> Minor Site Plan	<input type="checkbox"/> Master Plan
<input type="checkbox"/> Change of Use	<input type="checkbox"/> Major Site Plan	<input checked="" type="checkbox"/> Rezoning
<input type="checkbox"/> Concept Plan	<input type="checkbox"/> Special Approval	<input type="checkbox"/> Text Amendment

Fees

Business Registration	\$100
Change of Use	\$550
Concept Plan	\$550
Minor Site Plan	\$1,250
Major Site Plan	\$1,550
Special Approval	\$1,000
Master Plan Amendment	\$1,000
Rezoning / Text Amendment	\$1,200
Request for New Address (Fire)	\$75

Additional fees may apply

II. Applicant Information

Applicant Name	Contact Person	
<u>Renee Lauderback</u>		
Address	City	
<u>270 Melinda Circle</u>	<u>White MI</u>	
State & ZIP	Home/ Office Phone	Cell Phone
<u>MI 48386</u>	<u>248 4255285</u>	<u>248-425-5285</u>
Email Address		
<u>Renlauder@qol.com</u>		

III. Property Information

Legal Description Attached On Site Plan

All new buildings or unit splits are required to make a Request for New Address	<input type="checkbox"/> Yes <input type="checkbox"/> No	Requires New Address?	Street Name Building Faces:	New Address Assigned (Obtain from Fire Department)		
<u>Renee Lauderback</u>				Property ID Number	Lot Number	
<u>270 Melinda Circle</u>		Owner City	<u>White MI</u>	Owner State & Zip	<u>MI 48386</u>	Current Zoning
				<u>R-1C</u>	Proposed Zoning	
Property Address or General Location		<u>5570 Elizabeth Lake Rd</u>		Property Size (Acres)	Num. of Buildings	
Frontage (feet and streets)				Zoning Use Section	Building Use Code	
Proposed Use				#Residential Units	#Vehicle Repair Bays	#Salon/Barber/ Tattoo Stations

Business License Held By:
(Business Registration Only)

Individual (Attach copy of any Assumed Name Certificate)
 Partnership or LLC (Attach a copy of Partnership or LLC Certificate)
 Corporation (Attach a copy of Articles of Incorporation)

Fire Suppression Systems in Building Yes No *If yes select the type(s):*

<input type="checkbox"/> Sprinkler System-Fire	<input type="checkbox"/> Commercial Hood Suppression System	<input type="checkbox"/> FM 200 or Clean Agent (Computer Rooms)
<input type="checkbox"/> Fire Pump	<input type="checkbox"/> Paint Booth (Suppression)	<input type="checkbox"/> Fire Alarm
<input type="checkbox"/> Other (please describe):		

SCANNED

*Planning Commission- 11/26 (10/25)
2/10 (11/15)*

With us there are no boundaries

1/31/25

Site Plan Designer Information (only required if a site plan is submitted)

Design Firm	Office Phone	Contact Person
Address		City
State & ZIP		Cell Phone
Email Address		

V. Narrative Outlining Scope and Reason for Request (Additional pages may be attached)

Rezoning-R-1C to C-1

Business Registration -

Applied Control is a manufacturing Sales Rep office. There is 4 employees, no inventory, no public traffic, no money or transactions. Web based sales.

VI. Affidavit of Ownership and Consent to Property Inspection

I (WE), the undersigned have made application to the Charter Township of Waterford for land use matters to be considered and decisions made by the: Planning Commission and /or Zoning Board of Appeals that will affect use of our property identified below. In order to enable the members of such decision-making body to make an informed decision on our request, I (WE), do hereby consent to allow the members of the decision-making body to inspect the subject property up to the date of the meeting of the decision-making body at which such body issues its final decision on MY (OUR) request, provided that such inspections are limited to: • gathering information specific to the requested action, • typical hours of daily human activity, unless specified otherwise below, and • the following restrictions:

Property Address: 5570 Elizabeth Lake Rd

Property Parcel No: W-13-21-380-029

All persons having ownership interest in above-referenced property must sign this document to authorize the filing of the application. Proof of ownership in the form of deed, land contract, letter of authority or tax bill is required.

Failure to obtain all ownership signatures may void any approvals. Ownership interest includes owners, all parties in land contracts, and all parties in purchase agreements. Additional signature pages may be attached for owners exceeding four in number.

	<u>NAME</u>	<u>ADDRESS</u>	<u>EMAIL</u>	<u>TYPE OF OWNERSHIP</u>	<u>INTEREST</u>	<u>SIGNATURE</u>
1.	<u>Same as below</u>					
2.	_____					
3.	_____					
4.	_____					

APPLICANT CERTIFICATION

I do hereby swear all of the statements, signatures, descriptions and exhibits herewith submitted are true and accurate to the best of my knowledge and that I am to file this application and act on behalf of the signatories of the above authorization.

Applicant → Renee Landerback 270 Melinda Circle, White Lake MI 48378-7341
Name (Please Print) Address Telephone Contact Birth Date Drivers License #

Applicant → Renee Landerback 270 Melinda Circle, White Lake MI 48378-7341
Name (Please Print) Address Telephone Contact Birth Date Drivers License #

Signature

Subscribed and sworn to before me this 3 day of March, 2025

Notary Public
State of Michigan

County of JANINE A. TREMONTI
NOTARY PUBLIC - STATE OF MICHIGAN
My Commission Expires: COUNTY OF OAKLAND
My Commission Expires September 17, 2025
Acting in the County of Oakland

VII. Submission Requirements

In addition to submission requirements below, all applications require proof of Ownership, Letters of Authority on behalf of the Owner, Taxes Paid, and the Hazardous Substances Reporting Form.

Fees charged for Change of Use and Concept Plan will be applied to the Site Plan fees under the same review.

When plans are submitted, one copy must be a full sized 36 x 24". All other copies must be 11" x 17" unless noted.

Application Type	Requirements	Explanation
Business Registration	Application; \$100 fee	All new businesses or occupants to a commercial space.
Change of Use	Application; Business Registration Fee; additional \$550 fee; Property Unit List of Multiple-Tenant properties	Required if space is vacant or use type changes
Concept Plan	Application; \$550 fee; 1 digital and 1 physical copy of concept plan;	Required prior to Planning Commission review for Minor / Major Site Plan or Special Approval
Minor / Major Site Plan	Application; \$1,250 or \$1,550 fee per review type; 1 digital and 2 physical copies of 36 x 24" preliminary plan; 10 copies of 11" x 17" preliminary plan. 2 additional full size sets at Final Site Plan Review May require additional Business Registration / Change of Use at time of occupancy	Required for Final Site Plan Review and any prior to any exterior improvements.
Special Approval	Application; \$1,000 fee (\$600 fee for modifications or renewals); Change of Use/Minor/ Major Site Plan requirements and fees as necessary May require additional Business Registration at time of occupancy	Potentially required based on use type per zoning district
Master Plan	Application; \$1,000 fee; detailed explanation of changes; 1 digital and 11 physical copies of application and supporting documents	Request to modify the Master Plan
Rezoning / Text Amendment	Application; \$1,200 fee; detailed explanation of changes; 1 digital and 11 physical copies of application and supporting documents	Request to modify the zoning map or zoning ordinance text

Plan Elements	Concept	Preliminary
A. Name, address and telephone number of property owner.	✓	✓
B. Name, business address and contact information for all developers, engineers, attorneys, architects landscape architects, and registered land surveyors associated with the development of the concept plan.	✓	✓
C. Title block with project name and address/location of site.	✓	✓
D. North arrow.	✓	✓
E. Scale.	✓	✓
F. Legend.	✓	✓
G. Revision block (month, day and year of original submittal and subsequent revisions).	✓	✓
H. Existing zoning on subject parcel and neighboring properties.	✓	✓
I. A certified survey completed by a State of Michigan Licensed Land Surveyor, which indicates the legal description and recorded and measured dimensions of the property lines and other pertinent data as prescribed in Public Act 132 of 1970, Certified Surveys, as amended. The plan shall be drawn in accordance with the dimensions shown on this survey.	✓	✓
J. The location, dimensions, and proposed usage of all proposed permanent and accessory buildings and structures to be constructed, maintained, and used on the site. For all proposed residential use components of the concept plan, also include the proposed density calculation and number of each type of dwelling unit (one-bedroom units, two-bedroom units, etc.).	✓	✓
K. The location of all proposed transformer pads, dumpster enclosures and exterior appliance units on the site.	✓	✓
L. The location of all proposed exterior lighting to be used on the site.	✓	✓
M. The location of all proposed signs to be used on the site.	✓	✓
N. The location of all proposed landscaped areas, open space, and outdoor recreation areas to be dedicated and maintained on the site.	✓	✓
O. The location and addresses of buildings, uses and other significant features of immediately adjacent property within one hundred (100) feet of the subject zoning lot.	✓	✓
P. Location of existing and proposed public and private rights-of-way, drives, drive approaches (including acceleration, deceleration and passing lanes), nonmotorized pathways, any other vehicular and pedestrian circulation features within and adjacent to the parcel, all parking and loading areas indicating type of surfacing, and outdoor display areas where applicable.	✓	✓
Q. Location of all wetland, floodplain, drainage course, and natural feature boundaries.	✓	✓
D. Show all dimensional and numerical information, and three-dimensional details for items K through M listed under Concept Plan		✓
E. Location map.		✓
F. All required minimum setbacks from existing or proposed public or private rights-of-way and property lines.		✓
G. Total lot area, net lot area, and buildable area of the zoning lot, as measured in square feet and acreage.		✓
H. Grading plan.		✓
I. The location, dimensions, and details for all walls, fences and berms as proposed and/or required by the Zoning Ordinance.		✓
J. All curbing including size, type, location and detail.		✓
K. The location, capacity, and details of all existing or proposed water, sanitary sewer, stormwater drainage, and other utilities serving the site with all information as required to conform with the Township Engineering Standards.		✓
L. All existing easements and vacated easements and rights-of-way.		✓
M. Front, side, and rear elevations of all proposed buildings.		✓
N. All other items required by either the Zoning Official or the Building Official to comply with land regulation requirements contained in the Waterford Code of Ordinances.		✓

STATE OF MICHIGAN
COUNTY OF OAKLAND
CHARTER TOWNSHIP OF WATERFORD
ORDINANCE NO. 2025-Z-014

ZONING ORDINANCE MAP AMENDMENT

An ordinance to amend the Waterford Township Zoning Ordinance by rezoning a parcel of property with conditions on its use and development as authorized by MCL 125.3405 and amending the Zoning Map.

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

Section 1 of Ordinance

The portion of the parcel of property that is assigned tax parcel number 13-21-380-055, legally described below, with current address of 5570 Elizabeth Lake Rd, is rezoned from R-1C, Single-Family Residential to C-1, Local Business with the Zoning Map that is adopted by and made part of the Waterford Township Zoning Ordinance in Section 3-101, to be changed and amended to reflect this rezoning.

Section 2 of Ordinance

The effective date of this ordinance shall be on the 8th day after publication, or a later date as provided in the Michigan Zoning Enabling Act for when a petition for voter referendum on this Ordinance and/or a notice of intent to submit such a petition is timely filed with the Township Clerk.

CERTIFICATION

I certify that this Zoning Ordinance Map Amendment Ordinance was adopted by a majority vote of the members of the Board of Trustees of the Charter Township of Waterford at a meeting duly called and held on March 25, 2025.

CHARTER TOWNSHIP OF WATERFORD

Date

Kimberly Markee, Township Clerk

LEGAL DESCRIPTION ATTACHMENT TO ORDINANCE 2025-Z-014

T3N, R9E, SEC 21 CRESCENT LAKE COUNTRY CLUB SUB LOTS 45 & 46 BLK 20 4-7-25 FR 028 & 029