

CITY OF SOUTHGATE PLANNING COMMISSION

AGENDA

MONDAY, September 14th, 2026

6:30 pm – Informal Planning Commission/Work Study Meeting

7:00 pm – Regular Planning Commission Meeting

I. CALL TO ORDER

II. ROLL CALL

Anderson, Clark, Codrington, Godbout, Moul, Nemeth, Orman, Wilson, Yoos

III. APPROVAL OF AGENDA

IV. MINUTES

1. Minutes of regular Planning Commission meeting date August 10th, 2026

V. ADMINISTRATIVE REPORTS

VI. PUBLIC HEARINGS

VII. NEW BUSINESS

1. Discussion, ordinance text amendments to section 1292.01

VIII. OLD BUSINESS

1. Discussion, driveway widths ordinance
2. Discussion, E-bike ordinance

IX. ANNOUNCEMENTS

X. ADJOURNMENT

City of Southgate
Planning Commission Meeting
August 10, 2026

This meeting of the Planning Commission was held in the Municipal Council Chambers, 14400 Dix-Toledo Highway, Southgate, Michigan on Monday, August 10, 2026, and called to order by Chairman James Yoos, at 7:00 p.m.

PRESENT: James Yoos, Leticia Wilson, Mark Nemeth, Linda Clark, Eric Codrington, Andrew Moul

ABSENT: Patricia Anderson, Jerry Orman, Chad Godbout

ALSO PRESENT: City Planner Joe Pezzotti, Building Official Tim Leach, City Administrator Dan Marsh, City Attorney Amelia Zelenak, Council Member Priscilla Ayres-Reiss

Agenda:

Moved by Wilson, supported by Clark, to approve the Planning Commission Agenda as submitted. MOTION APPROVED UNANIMOUSLY.

Minutes:

Moved by Wilson, supported by Nemeth, to approve the Planning Commission Meeting Minutes of July 13, 2026. MOTION APPROVED UNANIMOUSLY.

Administrative Reports:

The Southgate Towers project will be having their Ribbon Cutting on Tuesday, August 18.

Aquinas Project moving along- the Planned Development Site Plan Amendment will go before the City Council on August 19, 2026.

Construction has started on Downriver's first "miracle" field, a baseball field designed for children and young adults with mental and physical disabilities. The field is being built at the Southgate Municipal Complex on Dix Toledo Road and Reaume Parkway.

Public Hearings:

1. 2026 Master Plan Adoption.

A PUBLIC HEARING WAS HELD FOR THE 2026 MASTER PLAN ADOPTION.

Notices were sent out.

Moved by Clark, supported by Nemeth, to open the Public Hearing.

No public comments were received.

Moved by Nemeth, supported by Clark, to close the Public Hearing.

New Business:

1. 2026 Master Plan Adoption.

Moved by Codrington, supported by Wilson, that the City of Southgate Planning Commission approve the resolution of adoption for the 2026 City of Southgate Master Plan, including all text, maps, figures, charts, graphs, and other descriptive materials contained in the Plan, subject to final corrections of grammatical, typographical, and punctuation errors that do not alter the substance or intent of the Plan.

RESOLUTION OF ADOPTION

City of Southgate Master Plan
By City of Southgate Planning Commission

WHEREAS, the City of Southgate Planning Commission has the responsibility and is empowered by Public Act 33 of 2008, as amended, to make and adopt a Master Plan for the physical development of the City and to amend the Plan as needed, and

WHEREAS, the City of Southgate City Council created the Planning Commission for the purposes stated in Public Act 33 of 2008, as amended, and

WHEREAS, The City of Southgate has retained professional planning consultants to assist the Planning Commission with the technical studies necessary to make a new Master Plan for the City of Southgate, and

WHEREAS, the Planning Commission held a public hearing on the proposed new Master Plan for the City on August 10, 2026, at Southgate City Hall, and

WHEREAS, the Planning Commission finds the new Master Plan necessary for the continued development and the appropriate redevelopment of the physical areas of the City,

NOW THEREFORE BE IT RESOLVED, the City of Southgate Planning Commission hereby adopts this Master Plan for the City of Southgate, along with the text, maps, figures, charts, graphs, and other descriptive materials contained in the Plan, contingent upon final editing for grammatical errors and punctuation, provided the context of the document is not changed.

BE IT FURTHER RESOLVED, the City of Southgate Planning Commission hereby adopts the 2026 Master Plan.

Ayes: Codrington, Wilson, Nemeth, Yoos, Clark, Moul

Nays: None

Absent: Anderson, Godbout, Orman

Vacancy: None

Resolution Declared Adopted on August 10, 2026.

2. 2026 Capital Improvement Plan Adoption.

Moved by Wilson, supported by Nemeth, that the City of Southgate Planning Commission approve the resolution of adoption for the 2026 City of Southgate Capital Improvement Plan, including all text, maps, figures, charts, graphs, and other descriptive materials contained in the Plan, subject to final

corrections of grammatical, typographical, and punctuation errors that do not alter the substance or intent of the Plan.

**CITY OF SOUTHGATE
PLANNING COMMISSION
RESOLUTION OF FINDINGS AND APPROVAL
FY 2026-2032 Capital Improvements Plan 8/10/26**

Whereas, the Michigan Planning Enabling Act requires annual preparation by the Planning Commission of a capital improvements program of public structures and improvements; and

Whereas, the City staff prepared a Capital Improvement Plan for fiscal year 2026-2027 and the subsequent 5 year period; and

Whereas, the Planning Commission has reviewed the proposed Capital Improvement Plan and has found the proposed improvements to be consistent with Master Plan goals.

Now therefore be it resolved, that the Planning Commission approves the 2026-32 Capital Improvement Plan.

Ayes: Codrington, Wilson, Nemeth, Yoos, Clark, Moul

Nays: None

Absent: Anderson, Godbout, Orman

Vacancy: None

Resolution Declared Adopted on August 10, 2026.

3. Discussion on Driveway Widths Ordinance.

Discussion was held on possible revisions to Section 1292.03 Layout, Construction and Maintenance of Parking Areas ordinance. Review the current ordinance and will discuss at the next meeting.

4. Discussion on E-Bike Ordinance.

Discussion was held on Chapter 470 Motorized Low Speed Vehicles and Motorized Skateboards. The State is compiling new updates-will follow up and discuss at the next meeting.

Old Business: None.

Announcements: None.

Adjournment:

Moved by Nemeth, supported by Clark, that this meeting of the Planning Commission be adjourned at 7:38 p.m. MOTION APPROVED UNANIMOUSLY.

James Yoos
Chairman, Planning Commission
as



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

To: City of Southgate Planning Commission
From: Joe Pezzotti, AICP
City Planner
Re: Section 1292.01, Off Street Parking Text Amendments
Date: September 9, 2026

The proposed text amendment to Section 1292.01 is intended to provide greater flexibility in the application of the City's off-street parking requirements and to streamline the site plan review process.

Under the proposed new subsection (n), the Planning Commission would be authorized to permit deviations from the minimum number of required parking spaces when the Commission determines that a greater or lesser amount of parking would more appropriately serve a proposed project. The amendment would also allow the Planning Commission to impose conditions on an approved reduction, including the reservation of land for future parking if additional spaces are later determined to be necessary.

The amendment is also intended to support the City's efforts to move closer to Redevelopment Ready Communities status by creating a more predictable, efficient, and development-friendly review process. Providing limited flexibility within the site plan review process can help reduce unnecessary barriers to redevelopment.

The amendment would be particularly beneficial for smaller and previously developed commercial properties. Strict application of current parking calculation of the zoning ordinance can make redevelopment or expansion difficult on such lots, even where the actual parking demand of a proposed use may be lower than the ordinance calculation. This approach will help avoid excessive paving, subsequently reducing stormwater runoff.

Overall, the amendment is intended to streamline the City review process, support redevelopment of constrained commercial properties, and provide reasonable flexibility without eliminating the City's ability to ensure adequate parking is provided. The draft language presented tonight is intended to serve as a starting point for discussion purposes. A recommendation to City Council is not anticipated for the September Planning Commission meeting.

CARLISLE/WORTMAN ASSOC., INC.
Joe Pezzotti
Community Planner

Benjamin R. Carlisle, *President* John L. Enos, *Vice President*
Paul Montagno, *Principal* Megan Masson-Minock, *Principal* Laura Kreps, *Principal* Brent Strong, *Principal*
David Scurto, *Principal* Sally M. Elmiger, *Principal* Craig Strong, *Principal* Douglas J. Lewan, *Principal*
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1292.01 OFF-STREET PARKING REQUIREMENTS.

There shall be provided in all districts, at the time of erection, enlargement, or re-occupancy where a new use would change the parking requirements of any main building or structure, automobile off-street parking spaces with adequate access to all spaces. The number of off-street parking spaces in conjunction with all land or building uses shall be provided prior to the issuance of a certificate of occupancy, as hereinafter prescribed:

(a) Except as specifically permitted in the P-1 Vehicular Parking District, off-street parking or off-street parking lots shall not be permitted as the sole or principal permitted use in any zoning district.

(b) Off-street parking spaces may be located within a rear yard or within a side yard which is in excess of the minimum side yard setback unless otherwise provided in this Zoning Code. Off-street parking shall not be permitted within a front yard or within a minimum side yard setback unless otherwise provided in this Zoning Code.

(c) Off-street parking for other than a residential use shall be either on the same lot as or within 300 feet of the building it is intended to serve, measured from the nearest point of the building to the nearest point of the off-street parking lot. Ownership of all lots or parcels intended for use as parking by the applicant shall be shown.

A copy of the agreement between the joint users will be recorded prior to occupancy with the Register of Deeds of Wayne County. The agreement shall include a guarantee that each party to the agreement, its successors and assigns, will enjoy continued use of the jointly shared parking facility. In the event any party withdraws from the agreement, the withdrawing party and each of the remaining parties, must conform to the requirements of this chapter through execution of a new conforming agreement or meeting individual standards.

(d) Required off-street parking for single and two-family dwellings may be provided in a front to back configuration in a driveway or garage, or combination thereof.

Required off-street parking for all other uses shall consist of an unencumbered parking stall or strip, parking bay, vehicle maneuvering space, driveway or garage, or combination thereof. Residential parking shall be located on the premises it is intended to serve. Parking garages or structures, when accessory to a principal use, shall be subject to the applicable provisions of Section 1298.04.

(e) Minimum required off-street parking spaces shall not be replaced by any other use unless and until equal parking facilities are provided .

(f) Off-street parking, existing on the effective date of this Zoning Code (Ordinance 458, passed January 4, 1989), in connection with the operation of an existing building or use, shall not be reduced to an amount less than hereinafter required for a similar new building or new use.

(g) In the instance of dual function of off-street parking spaces, where operating hours of buildings do not overlap, the Board of Zoning Appeals may grant an exception.

(h) The sale, renting, leasing or storage of any trailers, merchandise or motor vehicles, or the repair of vehicles, is prohibited on off-street parking lots.

(i) For those uses not specifically mentioned, the requirements for off-street parking facilities shall be in accordance with a use which the Planning Consultant, Building Department, and/or Planning Commission, in accordance with Section 1298.07(i)(5), Site Plan Review, considers is similar in type.

(j) When units or measurements determining the number of required parking spaces result in the requirement of a fractional space, any fraction up to and including one-half shall be disregarded and fractions over one-half shall require one parking space.

(k) Whenever off-street parking requirements are determined on a square footage of floor area basis, planned commercial centers and free-standing retail commercial uses, shall be computed on the basis of eighty percent of the gross floor area being usable.

(l) Wherever Council establishes off-street parking facilities by means of a special assessment district or by any other means, Council may determine, upon completion and acceptance of such off-street parking facilities by Council, that all existing buildings and uses and all buildings erected or uses established thereafter within the special assessment district be exempt from the requirements of this chapter for privately supplied off-street parking facilities.

(m) Nothing in this section shall prohibit the expansion of parking or loading areas to serve existing land uses or buildings, provided that all the regulations herein governing the location, design, landscaping, construction and operation of such areas shall be adhered to.

(n) Flexibility in application.

(1) The Planning Commission recognizes that, due to the specific requirements of any given development, inflexible application of the parking standards set forth in this chapter may result in development with inadequate parking or parking far in excess of that which is needed. The former situation may lead to traffic congestion or unauthorized parking on adjacent streets or neighboring sites. The latter situation may result in excessive paving and stormwater runoff and a waste of space, which could be left as open space.

(2) The Planning Commission may permit deviations from the minimum number of parking spaces required by this chapter and may require more or allow less parking whenever it finds that such deviations are more likely to provide a sufficient number of parking spaces to accommodate the specific characteristics of the use in question.

(3) The Planning Commission may attach conditions to the approval of a deviation from the parking space requirements of this chapter that bind such approval to the specific use in question. Where a deviation results in a reduction in parking, the Planning Commission may impose conditions, which ensure that adequate reserve area is set aside for future parking, if needed.



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To: City of Southgate Planning Commission
From: Joe Pezzotti, AICP
City Planner
Re: Chapter 470, Motorized Low Speed Vehicles and Motorized Skateboards Amendments
Date: September 9, 2026

The proposed amendments to Chapter 470 are intended to update the City's regulations for electric bicycles and other similar vehicles and make the ordinance more consistent with the Michigan Vehicle Code, Public Act 300 of 1949, MCL 257.1 et seq., as amended. The revisions provided in the Planning Commission's packet include refined definitions that are now consistent with State law, which include vehicle type classifications, including electric bicycles, electric skateboards and scooters, mopeds, and other motorized low-speed recreational devices, as well as additional supporting terms.

The primary purpose of the amendments will be to clearly identify where each type of regulated vehicle may and may not operate. The draft language will aim to establish separate standards for roadways, sidewalks, recreational trails and pathways, and City-owned parking areas.

The amendments will also be intended to improve safety for both pedestrians and riders. The revised language aims to address yielding to pedestrians, compliance with traffic signals and signs, helmet use for certain riders, safe and non-reckless operation.

Additional draft language will be provided at a later date, as adopted ordinances and best practices from other municipalities are currently being reviewed.

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470.01 DEFINITIONS

- (a) “Electric bicycle” means a device upon which an individual may ride that is equipped with a seat or saddle for use by the rider, fully operable pedals for human propulsion, and an electric motor of not greater than 750 watts, and that qualifies as a Class 1, Class 2, or Class 3 electric bicycle.
- (b) “Class 1 electric bicycle” means an electric bicycle equipped with an electric motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 20 miles per hour.
- (c) “Class 2 electric bicycle” means an electric bicycle equipped with a motor that propels the electric bicycle to a speed of no more than 20 miles per hour, whether the rider is pedaling or not, and that disengages or ceases to function when the brakes are applied.
- (d) “Class 3 electric bicycle” means an electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that disengages or ceases to function when the electric bicycle reaches a speed of 28 miles per hour.
- (e) “Electric personal assistive mobility device” means a self-balancing non-tandem 2-wheeled device, designed to transport only 1 person at a time, having an electrical propulsion system with average power of 750 watts or 1 horsepower and a maximum speed on a paved level surface of not more than 15 miles per hour.
- (f) “Electric skateboard” and “electric scooter” means a wheeled device that has a floorboard designed to be stood upon when riding that is no more than 60 inches long and 18 inches wide, is designed to transport only 1 person at a time, has an electrical propulsion system with power of no more than 2,500 watts, and has a maximum speed on a paved level surface of not more than 25 miles per hour. An electric skateboard or electric scooter may have handlebars and, in addition to having an electrical propulsion system with power of no more than 2,500 watts, may be designed to also be powered by human propulsion.
- (g) “Michigan Vehicle Code” means Public Act 300 of 1949, MCL 257.1 et seq., as amended.
- (h) “Motorized low-speed recreational device” means a coaster, scooter, go-ped, or other similar device propelled in whole or in part by a motor or engine that is not otherwise defined or regulated under Michigan law as an electric bicycle, electric skateboard, electric personal assistive mobility device, low-speed vehicle, motor vehicle, motor-driven cycle, motorized wheelchair, motorcycle, or moped.

A device marketed, labeled, or commonly described as an electric bicycle, electric scooter, electric skateboard, or similar device shall be classified according to its actual design, equipment, motor power, operating capabilities, and the applicable definitions of the Michigan Vehicle Code.

(i) "E-moto" means a two-wheeled device powered wholly or primarily by an electric motor that does not qualify as an electric bicycle under this chapter and is designed or marketed for motorcycle-type operation. An e-moto shall be subject to the same rules, regulations, registration, and operating requirements applicable to motorcycles under the Michigan Vehicle Code.

(j) "Motorized toy vehicles" means any battery-powered ride-on toy that is designed to not exceed ten (10) miles per hour; that includes any number of wheels, handlebars, steering wheel, seat, or platform; and is designed and marketed for children under the age of eight (8) years. Such vehicles shall not be considered a vehicle that is regulated by this ordinance.

(k) "Sidewalk" means that portion of a public street right-of-way between the curb lines, or the lateral lines of the roadway where no curb exists, and the adjacent property lines intended for pedestrian travel.

(l) "Operator" means a person who operates or is in actual physical control of an ~~motorized low-speed vehicle~~ electric bicycle, motorized low-speed recreational device, moped, or a motorized electric skateboard/scooter. ~~upon a public roadway, sidewalk, right-of-way, park, bicycle path or any other public property used for the operation of motor vehicles.~~

(m) "Safety flag" means a brightly colored fabric, plastic, or similar high-visibility material designed to be attached to an electric bicycle for the purpose of increasing the visibility of the bicycle and its operator.

(n) "Traffic control device" means signs, signals, markings, and devices consistent with the Michigan Vehicle Code, placed or erected by the City or other public body having jurisdiction, for the purpose of regulating, warning, or guiding traffic. This includes, but is not limited to, sandwich board signs, painted markings on sidewalks, fixed signage placed throughout the downtown area, and other traffic control devices authorized by law.

(o) "Moped" means a 2- or 3-wheeled vehicle to which both of the following apply:

(a) It is equipped with a motor that does not exceed 100 cubic centimeters piston displacement and cannot propel the vehicle at a speed greater than 30 miles per hour on a level surface.

(b) Its power drive system does not require the operator to shift gears.

(c) Moped does not include an electric bicycle as defined in this chapter.