

Present: Chairperson Borowski; Vice-Chairperson Belaustegui; Members: Bliven, Domzal, Fox, Miley, Robiner and Tillman

Absent: Smith

Also Present: Building Official, Byrwa
Council Liaison, Kennedy
Council Member, Walsh
Planning Consultants - Birchler and Wyrosdick

Chairperson Borowski called the meeting to order at 7:32 p.m. in the Village municipal building at 18500 W. Thirteen Mile Road. He welcomed new member David Domzal appointed to fill the vacancy created by Doyle Downey's election to the Village Council.

APPROVAL OF AGENDA

The agenda stands as submitted.

APPROVAL OF MINUTES

MOTION by Bliven, supported by Robiner, that the minutes of a regular Planning Board meeting held on Wednesday, February 24, 1999 be approved as submitted.

Motion passes unanimously.

REVIEW REQUEST FROM OUR LADY QUEEN OF MARTYRS FOR SPECIAL APPROVAL AND SITE PLAN REVIEW FOR SCHOOL AND PARISH CENTER ADDITION AND SET PUBLIC HEARING DATE

Borowski asked the applicant to present a summary review of the proposal with a full presentation to take place at the public hearing.

John Vitale, principal in the firm of Stucky Vitale Architects, outlined the project. Our Lady Queen of Martyrs church and school is proposing to build an addition which will connect the existing two-story school building and auditorium/gym structure. Students are presently required to walk outdoors to use the gym. The two-story addition will accommodate a computer lab, art room, music room, and library that the school feels is required as part of today's educational system.

The other part of the expansion entails modifying the existing convent into a Parish Center and adding a new meeting room to the rear of the building. The interior of the existing building will be renovated into several meeting rooms on the top floors and the ground floor will be remodeled into the Parish Center offices. Vitale stated that the architects have reviewed the comments in the Birchler Arroyo letter of April 7, 1999 and will meet with the planning consultant to talk about utilizing some of their suggestions.

Planning consultant, Dave Birchler, stated that there is some revision required before Birchler Arroyo can recommend approval of the site plan to the Planning Board and Council. There are items listed in the review letter that are not included in the drawings and are required as part of the site plan process.

There is a potential issue regarding the number of parking spaces that needs to be explored further with the architects. The applicant may have to go before Council for approval of dual functioning off-street parking. The proposed number of parking spaces does not satisfy the ordinance requirements for the total number of spaces required for the individual uses on the site. Birchler noted that those individual uses seldom occur simultaneously. The parking spaces are serving multiple uses which occur at different times.

The principle item in the consultant's review is a circulation issue. A driveway that will be eliminated as a result of the addition between the school and the gym is a principle means of access into a large part of the parking lot. The consultants are not satisfied with the arrangement for access from Pierce. Birchler Arroyo would like to review a number of suggestions for redesigning the circulation with the architect. A meeting between Birchler Arroyo and the Church's consultants

would be the most efficient way to investigate alternatives. Birchler stated that the firm's traffic engineer would be present at that meeting to address on-site circulation issues.

Fox referred to a letter dated November 3, 1998 to the Planning Board from Greg and Shelley Feist of 16215 Buckingham in which they propose alternative locations for the garage and dumpster. Byrwa responded that those issues have been addressed. The garage and dumpster have been relocated on the site plan.

Tillman questioned whether the proposed addition will result in an increase in the student body. Peter Ferguson, principal of Our Lady Queen of Martyrs School, was present in the audience. He stated that there has been a tremendous increase in enrollment over the last ten years. Enrollment this year is 460 students. Next year's enrollment is anticipated to be 480 from preschool through grade eight. Ferguson believes that the student body will top out at about 500 students. The parish council president Charles Blank stated that the number of parishioners has been pretty solid at 1600 registered households.

At Tillman's inquiry, Ferguson indicated that not more than 10%-15% of the students walk home. There are probably 100 students who ride the bus and the rest are transported by vehicle.

Bliven asked if the parish owns any of the perimeter fencing around the property. Vitale understands that most of the fences are owned by the abutting property owners. He remarked that the pastor is open to suggestions relative to new fencing or a screening wall.

Bliven stated that Council can require a screening wall or landscaping between the church site and residential property upon the recommendation of the Planning Board. He noted that some of the fencing is not in good shape. Vitale commented that it is proposed to remove scrub trees and plant a row of Arborvitae along the fence line where there is a six foot wide greenbelt. The applicant is open to what would work best and be agreeable to both the parish and the people who live along there. Vitale stated that they are proposing to landscape around the additions as well.

Bliven stated that there is landscaping required based on the number of parking spaces. This landscaping should be shown on the plans. Bliven related several other items on the site plan that need correction or clarification.

Bliven asked how many parking spaces are required due to the addition. Vitale stated that he computed the parking requirements based on the entire building. There are 343 parking spaces proposed and 399 required.

Bliven asked Birchler Arroyo to determine whether the ordinance requires that a separate special land use hearing be held on each building for each use. If that is a technical requirement of the ordinance, Birchler suggests that the hearings be scheduled so that one hearing immediately follows the other. The parish building and school addition should be considered as a single project.

Domzal asked the applicant to comment on the blending of the architecture between the buildings. Vitale outlined efforts being made to match the color and architecture of the addition with the existing buildings using a blend of limestone and brick. Windows will be updated using a similar window style to the existing building.

Domzal asked if a more intense use of the parish center is anticipated once it is expanded with more evening hours and potential issues regarding lighting. Vitale does not think the parish center will be used more intensely. The existing office function is being relocated. The new gathering room space will be utilized after services on occasions when the parish needs a larger meeting space.

Vitale stated that lighting proposed for the building and parking lot will be shielded from the residential area. The engineers will prepare a photometric study of all the lighting to be submitted for Planning Board approval.

Domzal commented on the different types of fencing surrounding the church and school site and suggested that there might be an opportunity to upgrade the fencing with something that is better than what currently exists.

Belaustegui remarked that he always found the parking and routing at the front of the building on Pierce to be very confusing. There are multiple cuts in the roads and the parking situation is not clear. There is no natural flow to the site. He suggests that the consultants look at improving the traffic flow to avoid confusion in the area.

Miley asked that the applicant compute the number of parking spaces required for each use so the Planning Board can determine if there is a shortage.

Borowski stated that he will announce at the public hearing that he is a member of the parish and has contributed to the building fund. His wife is a volunteer teacher of religious education at Our Lady Queen of Martyrs. Borowski has consulted with the Village Manager and does not believe that this is a conflict of interest.

MOTION by Fox, supported by Robiner, to set a public hearing date of May 12, 1999 on the request for site plan approval and special land use from Our Lady Queen of Martyrs church.

Motion carries unanimously.

REVIEW PROPOSED LAND DIVISION ORDINANCE

Before the Planning Board for consideration is a revised draft of the proposed land division ordinance which incorporates changes suggested by the Board during the last review of the document.

David Birchler referred to a March 17, 1999 memo from Birchler Arroyo which attempts to clarify the attempt to incorporate the essence of the State Land Division Act revisions into the Village's local land division regulations and what the Village needs in terms of a procedure and standards for splitting of property. The memo clarifies that Section 23.16 of the Village Code is intended to provide the procedural requirements for approval of 1) divisions of unplatted acreage, sometimes referred to as "metes and bounds parcels", and 2) the further division of lots or outlots that are currently part of a recorded subdivision plat.

Section 23.16 is not intended to apply to 1) a new subdivision plat since that is covered elsewhere in Chapter 23, or 2) divisions that result in parcels that are 40 acres or more in size, a situation never likely to occur in Beverly Hills, or 3) property transfers between two adjoining parcels that are accomplished such that both parcels still comply with Village zoning regulations.

Birchler led the Board through ordinance sections that were revised from the last draft. Board members reviewed the draft ordinance and suggested several changes that will be incorporated in the final draft.

MOTION by Robiner, supported by Bliven, that the proposed Land Division Ordinance be approved as amended tonight and submitted to Council for adoption.

Roll Call Vote:

Motion passes unanimously.

REVIEW PRIVATE ROAD APPROVAL PROCESS

Birchler Arroyo has prepared an amendment to the Beverly Hills Private Road Requirements to include a review and approval process for private roads. Currently the review and approval process references the process for approving land divisions. With the recent changes to the Land Division Regulations (23.16), this reference is no longer valid.

The planning consultant has incorporated a review and approval process that is independent of other sections and specific to the requirements for private roads. Including a separate private road approval process will eliminate potential conflicts in the future as sections are amended.

Birchler stated that the private road requirements are established as a three stage process with a preapplication meeting, preliminary review by the Planning Board, and final approval by the Council. All three steps are mandatory. Birchler contends that a majority of issues are clarified early if an applicant sits down with staff and consultants and examines the proposal.

It is the consultants' strong recommendation that the approach of requiring a preapplication meeting would result in more complete applications being submitted with less problems. The applicant would be advised of the procedures to be followed, what is expected in terms of attendance at various meetings, and information requirements. Birchler thinks it is important not to avoid the preliminary review by the Planning Board. Under the prior procedure, an applicant could bring in a perfect set of plans and ask the Village Council to take one shot at it. The consultant does not feel that this is a good approach when the Village is considering a new road that might be here for another 100 years.

The Board's thorough review of proposed Section 23.17 Private Road Requirements resulted in changes and clarifications in the language which will be incorporated into a revised draft and reviewed at the next meeting.

PLANNING BOARD COMMENTS

Planning Board members welcomed Elaine Kennedy to the Planning Board meeting as Council liaison. Council member Bob Walsh was acknowledged in the audience. Members welcomed new member Dave Domzal to the Board.

Robiner pointed out an interesting article in the March issue of *Michigan Planner* regarding the City of Wixom implementing a bike path program. Wixom received grant money for this program totaling \$270,000.

Fox questioned whether Planning Board members receive copies of the *Michigan Planner*. Borowski responded that Board members should receive this publication and asked Byrwa to check into this.

Bliven commented that the Village's zoning map needs updating and asked Kennedy to pursue this with village legal counsel.

Domzal stated that he is happy to be part of the Planning Board. He mentioned two items that interest him in terms of long range plans. A high priority item is Southfield Road improvements. He understands that long term efforts with neighboring communities are being explored. Another priority is to better connect Village subdivisions.

Belaustegui heard the new president of the Council say that he is going to forward a copy of the Village Master Plan to Oakland County, suggesting that it may provide evidence that the Village is interested in a boulevard on Southfield Road. Belaustegui recalls that the reference to a boulevard on Southfield Road was removed by Council during its debate on the updated Master Plan. The Council at that time was not in favor of a boulevard on Southfield Road. Kennedy will bring this to the attention of the Council President.

BUILDING OFFICIAL COMMENTS

Byrwa stated that the Village anticipates receiving a site plan from new owners of the fire damaged building on Southfield Road. The former owner of that building is under an agreement with the courts and the Village to produce a site plan in the next three weeks.

Borowski questioned the status of residential development in the Village. Byrwa stated that there are approximately eight building permits issued for the Charrington project on Greenfield Road. The developer anticipates completing two units by June.

A building permit was issued today on Turnberry Woods. Byrwa commented that Mr. Chawney intends to develop and build certain lots and possibly sell off individual lots to other builders. Whether the developer can do this may be a legal question.

David Jensen has three building sites remaining out of the 20 sites at Westwood Common. At the Board's inquiry, Byrwa will check on landscaping requirements near the Lahser Road right-of-way.

Smith entered the meeting at 9:12 p.m.

PUBLIC COMMENTS

Walsh stated that the Council held a budget review meeting on April 12. Planning Board projects proposed for the next fiscal year were approved.

Walsh commented that, about two years ago, the Village authorized an engineering study of sidewalks on Evergreen Road north of Groves High School to 14 Mile and on 14 Mile Road from Evergreen to Lahser at an approximate cost of \$20,000. Walsh recommended that administration distribute that engineering study to the Planning Board and planning consultant prior to the Board conducting a sidewalk study.

Kennedy commended the Planning Board on drafting a Land Division Ordinance. She stated that Council held a budget study session recently as well as a goal setting session. One objective that keeps coming up as high priority is walkable communities. A public hearing on the 1999-2000 budget will be held on May 3, 1999.

Fox read a newspaper article recently that mentioned problems with the Evergreen Farmington Sewage Disposal System. An engineering study has been completed and problems will have to be identified and corrected. Beverly Hills will be among the communities involved in those repairs.

Robiner questioned the Village's involvement in the Rouge River Cleanup. Kennedy stated that the Parks and Recreation Board is organizing a community cleanup of the Douglas Evans nature preserve on Saturday, June 5. Domzal commented on practical problems with sponsoring a Rouge River cleanup from a public health point of view. He maintains that cleaning the Rouge River should be left to the professionals.

Smith asked if Council appointed a new delegate to the Southeastern Michigan Council of Governments (SEMCOG). He was informed that Walsh is the delegate and Kennedy is the alternate. Smith related that he made Lt. Stanfest aware of traffic safety material available from SEMCOG. Stanfest was able to use this information in a class he is teaching at Oakland Community College. There is comparative data on Beverly Hills and surrounding communities regarding all public safety aspects from the age of people in accidents, type of vehicle, and time of day.

Smith asked if the SEMCOG safety walk in Beverly Hills has been scheduled. He mentioned that there are members of this Board who are interested in participating.

MOTION by Robiner, supported by Fox, to adjourn the meeting at 9:24 p.m.

Motion passes unanimously.

Carry over items:

- 1 - Public hearing set for May 12, 1999 on Our Lady Queen of Martyrs request for special approval and site plan for school and parish center addition set for May 12, 1999.
- 2 - Review revised draft of Private Road Requirements (4-12-99).

Motions made by Planning Board to be acted upon by Council:

4-14-99: Recommendation for adoption of Land Division Ordinance.

**Vince Borowski, Chairperson
Planning Board**

**Ellen E. Marshall
Village Clerk**