

Present: Chairperson Borowski; Vice-Chairperson Belaustegui; Members: Bliven, Domzal, Fox, Jensen, Smith and Tillman

Absent: Robiner

Also Present: Building official, Byrwa  
Council liaison, Walsh  
Planning consultant, Wyrosdick

Chairperson Borowski called the meeting to order at 7:34 p.m. in the Village municipal building at 18500 W. Thirteen Mile Road.

#### **APPROVAL OF THE AGENDA**

Agenda item 6A was added, "Election of Chairperson and Vice-Chairperson".

#### **PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA**

There were no comments from the public.

#### **APPROVE MINUTES OF THE JUNE 28, 2000 PLANNING BOARD MEETING**

A correction was made in the list of those absent. Domzal was present; Borowski, Robiner and Smith were absent.

On page 1, the motion to approve the minutes of the joint Council and Planning Board meeting was supported by Domzal.

MOTION by Bliven, supported by Belaustegui, that the minutes of the Regular Planning Board meeting held on Wednesday, June 28, 2000 be approved as amended.

Motion passes unanimously.

#### **PUBLIC HEARING TO REVIEW REQUEST FROM KENSINGTON ACADEMY FOR SPECIAL APPROVAL AND SITE PLAN REVIEW FOR A GYMNASIUM ADDITION AND MAIN ENTRY AND SITE RENOVATIONS AT 32605 BELLVINE TRAIL**

The Kensington Academy proposal was presented to the Planning Board at its June 14, 2000 meeting. Borowski asked the applicant to make a presentation tonight before opening the public hearing. Dominick Tringali, Board member and Trustee of Kensington Academy, introduced Headmaster Tom Herbst, and Theo Pappas, project architect from Fanning/Howey Associates, Inc.

Headmaster Herbst presented a history of Kensington Academy. The school opened its doors in Bloomfield Hills in 1968 with 58 students. It moved to the former Valley Woods School in 1996. The site is appropriate for the school's size and program. Kensington Academy made improvements to the school building, which was in a state of disrepair when it was purchased.

Herbst stated that it is his intention to keep Kensington Academy as a small school. It is a lay operated Catholic school where all faiths are represented. Kensington Academy has a traditional educational program. The children range from three years old through eighth graders. There is a capacity for 60 children in the Montessori program, and the school has 20 students in each grade from 1-8 for a maximum enrollment of 220. Kensington Academy has an enrollment of 217 for the fall session.

Herbst stated that the program has grown to its full capacity, and the building is suited for the needs of Kensington Academy. The element that is lacking is an appropriate sized gymnasium for middle school students. The gymnasium addition will be the last improvement other than maintaining the school.

Tringali related that the Academy mailed 65 letters to the surrounding neighborhood and the homeowners association inviting them to a meeting at the school to discuss the proposed renovations. The meeting was attended by about 20 people. It was noted that there were people who

called the school with their comments. Tringali stated that there was a vigorous discussion relative to the requests of the homeowners. He summarized the issues and how they were resolved.

One of the major issues was a concern about maintaining the existing tree line along the east border. Tringali stated that approximately 30 parking spaces were eliminated from the original plan in order to leave those trees untouched. The revised plan meets parking ordinance requirements under the newly adopted amendments to the Beverly Hills Zoning Ordinance.

School officials walked the site with the neighbors to address concerns about the location and height of the building addition. Residents were concerned about an increase in use of the school. They were assured that the increase in use will be minimal, and that added activities will occur between 4:00 and 6:00 p.m. There will be no evening use. Neighbors were troubled about the traffic congestion in the morning. School officials agreed to work with the neighborhood to resolve the traffic issues.

Theo Pappas stated that the Kensington Academy proposal has two objectives. One is to provide a full use gymnasium. The school's multi-purpose room is not functional as a gymnasium for students beyond the fifth grade. It is proposed to construct a 12,000 SF gymnasium and support spaces. The second aspect of the proposal is to create an aesthetic that is more appropriate to an academy while being compatible with the surrounding residential area. Renovations are proposed for a new main entry. There will be a facade renovation in the form of a trellis along the entire eastern facade of the building. Also proposed are storage additions, screening wall for the dumpster area, and a more controlled drop off and delivery area. There will be a more efficient and safer means of dropping students off that will solve some of the traffic backup that occurs. The project involves modification of existing parking and access roads.

Pappas displayed a site plan and a rendering of the proposed renovations. He described the gymnasium addition, modifications to the facade of the school building, relocation of the new central entry, and changes to the existing back wall of the cafeteria to enclose the dumpster and delivery areas. He described the materials that will be used, which include stone and two shades of brick.

It was noted that there was a change in the Village's parking ordinance requirements effective June 7, 2000. The number of parking spaces on the revised site plan complies with the Zoning Ordinance. The site plan has been revised to note the number of classrooms and activity rooms present at the school in order to calculate the required number of parking spaces. Based on this information, 52 parking spaces are required; 92 spaces are proposed on the site plan.

Pappas stated that the school officials considered the comments of the adjacent neighbors and have agreed to retain the 60 foot area of vegetation on the east property line. The applicant is asking to be released of the commitment to provide a wall between the school and adjacent residential property as required by the Zoning Ordinance. The proposal is to leave everything in its natural state along the eastern border.

Pappas stated that a note was added to the site plan indicating that light poles will not exceed 14 feet in height.

Pappas introduced civil engineer Jack Schineman with Fanning/Howey Associates Inc. to discuss storm drainage and sanitary sewer issues. Schineman discussed the surface drainage on the site and where it ties into the existing storm sewer. He indicated that the proposed construction will not change the existing contour of the land. The sanitary and storm sewers have been cleaned and televised. Sanitary sewer and water for the proposed gymnasium will tie into the existing utilities for the building. An additional water line will be installed for fire protection.

Troy Keltz, landscape architect, described the landscape plan for the site. The plan provides 4,800 SF of landscaping, which is well above the ordinance requirements.

Tringali stated that the issues relative to the legal description of the property have been addressed by the information included in the revised plan.

Borowski opened the public hearing at 7:58 p.m. to hear comments on the request from Kensington Academy for special approval and site plan review for the gymnasium addition and main entry and site renovations.

Burt Schwartz of 32705 Bellvine Trail thanked the people from Kensington Academy for listening to the comments of the area residents at the homeowners meeting with regard to the green space between residential properties and the school on the northeast boundary. Schwartz questioned whether grading on the site will have an impact on surface drainage. The south end of his property is already soft and wet much of the time.

Schineman discussed the storm water system in the area. He stated that the amount of paved area will be reduced with the proposed plan. Parking area is being designated as green space. The bituminous pavement will decrease from 8,200 SF to 7,500 SF.

It was clarified that there will be a net gain of approximately 10,000 SF of hard surface due to the 12,600 SF of roof line being added.

No one else wished to be heard. The public hearing was closed at 8:05 p.m.

Bliven referred to four spaces south of the driveway entrance that are shown on the plan. An existing parking area is being expanded by 20 feet, which will reduce the amount of natural foliage that separates residential property from the parking area and screens the dumpster area. After some discussion, school officials agreed to eliminate those four parking spaces from the plan. This change will reduce the number of parking spaces to 88, which is more than the 52 required spaces.

Bliven questioned the removal of an 18" diameter Sycamore tree on the site. It was explained that the tree is being removed to provide the necessary turning radius for a fire truck. The drive is located as proposed to maximize the drop off lane and facilitate morning traffic.

Bliven mentioned that the applicant has asked for a waiver from the requirement to construct a wall between the school and residential property. The Ordinance states that the Village Council can allow landscaping and/or a wall. The first preference is landscaping. If the Planning Board recommends that the landscaping be retained, Bliven contends that it would be counter productive to remove the vegetation on the property line and build a foundation and a wall.

Bliven questioned whether the downspouts on the roof line will cause any damage to the property owners, particularly the first home to the north. Schineman responded that the water will discharge on the surface and flow to the existing storm drain. Bliven remarked that the applicant should be sure that the proposed project provides adequate storm drainage so there will not be increased runoff to adjacent properties.

Smith clarified that the Zoning Ordinance allows Council the option of requesting a vegetative buffer in lieu of a screening wall. A variance from the Zoning Ordinance is not being requested nor is it necessary.

Fox reinforced a concern about surface drainage and the ability of the sewers to handle the storm drainage. In response to an inquiry, Schineman stated that the 15" storm line was cleaned and televised. Vegetation and tree roots were removed.

Fox mentioned that there was discussion at the last meeting about planting additional evergreen trees on the eastern border to the south of the driveway. The revised plans do not show these additional plantings.

Keltz stated that the abutting residents who attended the meeting to review the plans requested that the area be left as natural as possible. The applicant will add evergreen trees at the Planning Board's request.

Fox recalled that there was a concern expressed about the speed of traffic as well as congestion along Bellvine Trail. She mentioned that Bellvine Trail has been designated as a street where traffic calming might be useful.

Tillman asked questions about the storm and sanitary sewer lines indicated on the plans, which were addressed by Schineman. Concerns about light fixtures being properly shielded from the residential area were answered by Pappas. Pappas referred to a photometric study that deals with this issue.

Domzal expressed the view that Kensington Academy has done a great job with its proposal and that the community is well served by their institution. He mentioned that the Planning Board has been talking about pedestrian access through the area. He assumes that the opening to Berkshire School will be maintained. School officials indicated that the opening will remain.

Questions on the landscaping near the building and plantings to screen the dumpster were addressed in some detail by Keltz.

Domzal asked the applicant to describe how the exterior brick will blend with the brick on the main portion of the building. Pappas displayed an artist's rendering of the building and talked about the building material. Two types of brick will be used, the existing brick and an accent brick. There will be a band of Dryvit (EIFS) material on the top of the building that will be painted beige to blend in with the color palate. Shingles will be used on the roof to maintain the residential character.

Bliven referred to the three trees that are shown on the landscape plan on the northeast corner to provide extra screening during winter months. He expects that the site plan will be carried out as proposed.

Keltz stated that the additional screening was proposed prior to the meeting with the neighbors. The abutting residents prefer the natural vegetation. The applicant will include the conifers if requested.

Property owner Schwartz, who abuts half of the north boundary, commented that he does not think it makes sense to remove existing vegetation in order to plant a tree that is not natural to the wooded area that is there. Another neighbor had no objection to the trees being added if existing vegetation is not removed.

Tillman questioned whether the conifers could be planted without removing an existing tree. Keltz commented that there are no existing trees that would have to be removed, only ground vegetation.

The Planning Board is in receipt of a review letter dated July 5, 2000 from Birchler Arroyo. Planning consultant Wyrosdick stated that most of the site plan issues have been addressed. The planning consultants suggest that additional evergreen plantings or shrubs should be provided directly abutting the new parking area south of the school driveway in order to screen headlights from shining onto adjacent residential property.

In answer to an inquiry, Pappas stated that the dumpster will be contained by a wall and will be screened with landscaping.

Wyrosdick stated that the parallel parking spaces proposed along the front yard should be shown with appropriate striping that meets the Village's standards. End islands must also meet the Village's design standards, which require that end islands be three feet shorter than adjacent parking stalls. Wyrosdick answered questions from the applicant about these requirements. The applicant agreed to meet these standards.

Birchler Arroyo recommends approval of the special use and site plan subject to the Village Council's determination that landscaping is adequate to screen the site from adjacent residential property in lieu of a wall.

MOTION by Bliven, supported by Smith, to recommend approval of the site plan as submitted by Kensington Academy with the following conditions:

1. That the east four parking spaces south of the main entrance be eliminated.
2. That no major or semi-major trees be removed in order to plant conifers in the northeast vegetative buffer area.
3. Parking islands shall comply with ordinance requirements.

Roll Call Vote:

Motion passes unanimously.

MOTION by Fox, supported by Belaustegui, to recommend special use approval for a private school in a residential zoned district for the purpose of Kensington Academy improving the site as submitted in the site plan.

Roll Call Vote:

Motion passes unanimously.

A recess was called at 8:48 p.m. The meeting reconvened at 9:00 p.m.

### **REVIEW THE FIRST DRAFT OF THE PREFERRED RECOMMENDATIONS FOR THE PATHWAY PLAN**

Wyrosdick prepared and distributed a list of prioritized recommendations for the pathway plan based on the discussion at the last Planning Board meeting. She displayed a large size map of each focus area on which the first, second, and third level recommendations were color coded. Another map was marked to designate how the overall Village would appear with the implementation of the first level recommendations including sidewalk extensions, crosswalks, traffic calming techniques, and internal pedestrian easements.

Wyrosdick explained that the first level alternatives are high priority items that would enhance pedestrian safety especially with respect to children walking to school. The alternatives include specific crosswalk locations and sidewalk extensions and connections.

The second level recommendations include items that should be completed by the Village. Traffic calming techniques on major roadways have been identified by the Planning Board and may require further planning and study to determine the exact design. This level also includes sidewalk extensions designated to improve the pedestrian pathway system by connecting existing gaps. There are other recommendations that make sense for the Village to accomplish and that may not cost a lot of money to implement. Some of the items that the community is lacking may have been an oversight in the initial design.

The third level of recommendations focuses primarily on traffic calming and improvements within residential neighborhoods and are geared toward resident initiated implementation. Wyrosdick has also included recommendations for internal residential pathway connections in this level. Most of the pedestrian easements would require coordination with the residents in order to be implemented.

Wyrosdick used the maps to describe and discuss the three levels of recommendations in each focus area. She also referred to a map that shows what the Village would look like with the implementation of the first level recommendations. It demonstrates a great improvement as far as sidewalk connections and safety oriented crosswalks.

Planning Board members discussed how the recommendations were categorized and questioned the criteria used by the consultant. Board members expressed various views on which recommendations should be included in each of the three categories. The board contemplated how to proceed with obtaining a consensus on its recommendation to Council for a pathway plan.

The board agreed to look at the alternative solutions in terms of the Village as a whole. Safety issues and pathway needs were studied by area, which is how the Planning Board identified the issues and priorities. They will proceed by looking at the total picture.

The planning consultant will bring the large focus area maps used this evening to the next meeting as well as a blank map that will be used to draw in the alternatives that are agreed upon by the board members. The board will discuss each of the solutions identified and attempt to reach a consensus on the high priority items at the next meeting before proceeding with the second and third level recommendations.

### **ELECTION OF OFFICERS**

Borowski opened the floor for nominations for chairperson of the Planning Board.

Bliven nominated Sharon Mullin Fox as chairperson of the board. Fox nominated Robert Belaustegui as chairperson. Belaustegui declined the nomination.

There were no further nominations. Sharon Fox was elected chairperson by a unanimous vote of the Planning Board.

Borowski opened the floor for nominations for the position of vice-chairperson of the Planning Board. Belaustegui nominated David Domzal as vice-chairperson of the board.

There were no further nominations. David Domzal was elected as vice-chairperson by a unanimous vote of the board.

### **PLANNING BOARD COMMENTS**

Jensen stated that he has begun the process of working on signage for the municipal building. He met with Manager Hanlin last week to discuss the project. He may have a presentation to bring before the Planning Board at its next meeting.

Jensen referred to the discussion at a recent joint meeting of the Council and Parks and Recreation Board. The question arose as to whether the plans for the park entranceway and the parking lot paving should come before the Planning Board for its review and recommendation. They discussed whether the issues involved were relevant to the Planning Board. There has been concern expressed that the project would be held up at the Planning Board level due to its work schedule. Administration is ready to obtain bids and proceed with the project. The Village is hoping to receive a state grant to assist with the cost of the work.

Belaustegui commented that the Village should comply with the same requirements that it expects residents and other people who do business with the Village to follow. Signs must come to the Planning Board for approval. There is no park signage available for review at this time. A portion of the existing park fence will be replaced, which does not require review by the Planning Board.

Fox commented that the Planning Board may want to look at the entrance location in conjunction with any crosswalk recommendations in that area as part of the pathway plan.

Belaustegui suggested a joint meeting of the Planning Board and Parks and Recreation Board. He thinks the Planning Board should involve the Parks and Recreation Board in a discussion of sidewalks related to the park and nature preserves.

Bliven recalled that the Parks and Recreation Board came before the Planning Board with a proposal to install a volleyball court in Beverly Park because it involved moving more than five yards of dirt. If the proposal does not involve moving more than five yards of dirt or approval of a sign, it does not have to come before the Planning Board. Replacing the fence is an internal process of the Parks and Recreation Board.

It was the consensus of the Planning Board that the plans for the Beverly Park entranceway and parking lot paving should not come before the Planning Board for review. It was noted that these improvements are contained in the approved park master plan.

Smith noted an error on the Planning Board roster distributed with the board's material. The terms of office indicated for the newly appointed members are incorrect. Smith requested that his e-mail address be included on the Planning Board personnel list.

Smith called the board's attention to the Village's upcoming web site. Belaustegui reported that the web page is ready to launch. He is in the process of establishing the domain name.

Borowski informed the board of a SEMCOG visioning session to be held on August 10 at Cobo Conference Center on the subject of transit. Members who wish to attend should contact administration. Borowski thanked the board members for the opportunity to serve as chairperson of the Planning Board for two years.

Domzal commented that the Planning Board has questioned whether the Road Commission for Oakland County will have any constraints with respect to items that have been discussed as part of the pathway plan.

Wyrosdick responded that she spoke with the traffic engineer from Birchler Arroyo who deals with the Road Commission office. He thinks that improvements such as mid-block islands and bulb outs on county roads would be a difficult sell due to liability concerns. Crosswalks have been done elsewhere in the county. The Road Commission would prefer using the same type of pavement that exists on the roadway rather than using textured concrete for the crosswalk. The county is concerned with long-term maintenance costs. An alternative would be to use coloring or striping to identify the crosswalk. Further discussion with the Road Commission would be helpful.

Tillman asked about the possibility of an overhead signal for a crosswalk on Lahser Road. Wyrosdick stated that signage would typically be less of a problem than installing a signal, which would require studies to warrant that type of expenditure.

Bliven questioned the status of the walkable communities report to the Village from SEMCOG. Wyrosdick believes that the Village has received the final report, which is not much different from the draft report. It will be included in the next Planning Board information packet.

Fox thanked Borowski for two years of fine leadership and thanked the board members for electing her as chair.

#### **PLANNING CONSULTANT COMMENTS**

Wyrosdick attended the Oakland County Main Street application workshop held two weeks ago. The County anticipates three or four applications being approved for their services this year. They outlined what types of service Oakland County will provide to approved cities and villages. The approved communities will receive technical assistance from the National Main Street program as well as the county program.

Wyrosdick believes that Beverly Hills qualifies to apply for this technical assistance on the basis that Southfield Road has been designated by the county as a commercial area that warrants study.

Wyrosdick pointed out a problem with the program. In order to qualify for consideration, a municipality with a population under 5,000 would have to dedicate a part time person working 25 hours a week to redevelopment of the downtown or commercial corridor. A city or village with a population of more than 5,000 would have to employ a full time person. This is a problem for many communities.

Belaustegui questioned whether Oakland County would be open to a suggestion that the groups involved in the Southfield Road corridor study jointly employ a person dedicated to redevelopment of the corridor. He asked if there was any movement towards Southfield Road being designated as a priority by the county.

Wyrosdick responded that county representatives are open to suggestions. It was understood that there is a negative response to the requirement for a part time or full time person. Wyrosdick also

noted that the emphasis of the program is on historic preservation at this time rather than commercial corridor redevelopment.

Domzal understood that there is a second tier participation whereby communities can receive the benefit of some of the materials without being a grant applicant.

Wyrosdick indicated that materials and training workshops on Main Street revitalization will be available. The Village will not be eligible to use on-site technical assistance without being an approved community.

**BUILDING OFFICIAL'S COMMENTS**

Byrwa informed the board that he has provided information regarding qualifications for cluster development to an individual who has recently purchased three lots on Fourteen Mile Road directly west of Berkshire Middle School. The board can anticipate a request for cluster development on a six-acre parcel at that location.

MOTION by Domzal, supported by Smith, to adjourn the meeting at 10:25 p.m.  
Motion passes unanimously.

**Carry over items:**

- 1 - Entranceway signs (10-27-99)
- 2 - Bikeways, walkways and pedestrian safety study (11-11-99).
- 3 - Committee of Robiner and Jensen appointed to review design for Village municipal sign and public safety building sign. (6-28-00)

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

- 7/12/00: Recommend approval of Kensington Academy site plan with conditions.
- 7/12/00: Recommend special use approval Kensington Academy renovation proposal.

**Vince Borowski, Chairperson  
Planning Board**

**Ellen E. Marshall  
Village Clerk**