

Present: Chairperson Jensen; Vice-Chairperson Borowski; Members: Bliven, Hayes, Nedley, Schneiders, Smith, Tillman and Woodrow.

Absent: None

Also Present: Building Official, Byrwa  
Planning Consultant, Wyrosdick

Planning Board members met at 7:00 p.m. to walk the Southfield Road corridor from Beverly Road to 13 Mile Road and to discuss observations with Mike Canteberry, landscape architect.

Chairperson Jensen called the meeting to order at 7:52 p.m. in the Village municipal building at 18500 W. Thirteen Mile Road.

#### **APPROVAL OF AGENDA**

The agenda was approved as prepared.

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

There were no comments from the public.

#### **APPROVE MINUTES**

MOTION by Bliven, supported by Tillman, that the minutes of the regular Planning Board meeting held on August 8, 2001 be approved as submitted.

Motion passes unanimously.

#### **DISCUSS OBSERVATIONS ON SOUTHFIELD ROAD CORRIDOR AND OBTAIN RECOMMENDATIONS FROM MIKE CANTEBERRY, LANDSCAPE ARCHITECT**

Jensen introduced Michael Canteberry, landscape architect from the Lansing area who has done work in the public realm. He walked along the Southfield Road commercial corridor from Beverly Road to 13 Mile Road with several Planning Board members.

Canteberry conveyed his impressions of the character and quality of the space, vegetation, width of the streets, the businesses and how they are being maintained. The corridor has a suburban quality with fast moving traffic. It is not particularly pedestrian friendly due to the traffic, although the walkways are in good repair. There is not a consistent, unified theme throughout the business district. However, there are opportunities for improvement because there is a fair amount of space with which to work.

Canteberry was asked if changing Southfield Road into a boulevard would enhance the character of the corridor. He thought that incorporating a median could be a positive action from a standpoint of calming traffic and providing a more pedestrian friendly and aesthetically attractive area. He envisions an adequate sized median to incorporate trees and suggested carrying the landscaping over to the other side of the street.

Canteberry talked about the availability of grant money for improvements to the Southfield Road corridor. A grant program that may benefit Beverly Hills is the Transportation Equity Act for the 21<sup>st</sup> Century, or T-21. It is a federal grant program whereby funds are allocated to each state to be used for different types of transportation projects. It requires that municipalities go through a lengthy process to submit a grant application through the Michigan Department of Transportation. The community he lives in recently completed its streetscape with the assistance of this 80-20 matching funds grant.

In order to apply for the T-21 grant, the Village Planning Board and Council must adopt a corridor plan. Letters of support are solicited from businesses in the community, local politicians, and state and federal representatives. Grant money can be used for streetscape items including street trees, tree grates, sidewalks, curb work, traffic calming measures, benches, trash receptacles, and bollards.

Canteberry commented that it is unfortunate that there is so much parking in front of the buildings on Southfield Road. He suggests that the corridor might function better if there were more connectivity between the parking lots rather than separate lots without vehicular or pedestrian circulation. Suggestions could be made for treatments that would improve the sites. Property owners could be approached as to their willingness to implement ideas that are

generated to create a more unified theme, add to the attractiveness of the area, and provide for adequate circulation.

Canteberry remarked that streetscape projects often encounter a fair amount of resistance to change. It is easier to get people on board if the community can prepare a plan and show business owners what the changes might look like in the future.

Jensen concluded that what he hoped to accomplish tonight is to have board members walk the Southfield Road corridor and observe the existing conditions. At an October Planning Board meeting, members will discuss the challenges and define the scope of the Southfield Road corridor study. Jensen thanked Canteberry for walking with the Planning Board and providing his insight.

**REVIEW AMENDED SITE PLAN, REZONING, AND LOT SPLIT REQUEST FROM CHARRINGTON ASSOCIATES, LTD FOR VACANT LOT SOUTH OF 15705 AMHERST AND CONFIRM PUBLIC HEARING DATE OF SEPTEMBER 26, 2001**

The Village is in receipt of a request for rezoning and lot split as part of approval of a revised site plan for the Charrington Crossing condominium development located on Greenfield Road just north of 13 Mile Road. The developer is proposing to incorporate additional land into the development for the purpose of adding two building sites that were originally intended to be part of the condominium community.

Byrwa stated that recent State law requires that a governing body must review and decide on a lot split request within 45 days of the submission of a completed application. The Village Subdivision Ordinance has been amended to reflect State law. Byrwa thinks that it is important that this board review the proposal although the ordinance permits Council to rule on a lot split without Planning Board recommendations if there are time constraints.

Byrwa added that Village Ordinance requires a minimum 15-day advance notice for advertising a public hearing for a rezoning proposal. The Village attorney interprets the ordinance as requiring that both the Planning Board and Village Council conduct a public hearing. There are time constraints with scheduling a public hearing with 15 days notice for both bodies. Byrwa related that a public hearing has been advertised for the September 26 Planning Board meeting. Council has set a public hearing date on this matter for its October 1 Council meeting.

It is the recommendation of the Village Attorney to review the land division, rezoning, and revised site plan at the same time. The proposal will add property to the existing condominium development that will be used for two building sites, which will complete the development as originally intended. It is requested to rezone the parcel from R-2 to R-3 to be consistent with the zoning of the existing condominium development. The applicant is requesting an amendment to the original site plan to incorporate the additional parcel into the boundaries of Charrington Crossing.

James Merritt, President of Charrington Associates, related that an unsuccessful attempt was made to purchase the parcel to be added at this time when he originally bought the property and assembled the parcels for Charrington Crossing Condominiums. The owner of the property had a home on Amherst and did not want to sell that portion of her property. The property has now been sold to Cheryl and Richard Nowicke of 15705 Amherst.

The Nowickes came before the Planning Board in July of this year to request a lot split that would have created a flag lot at the rear of their home with a 25 ft. private road to access the property from Amherst. The Planning Board tabled the request in order to receive a completed application. Since that time, the owners came to an agreement with Merritt that would allow him to acquire the parcel abutting Charrington Court and add two building sites that would complete the development. Merritt feels that the completion of the condominium development as originally intended would benefit the people of Charrington Crossing and the Nowickes.

Merritt distributed copies of a parallel plan that was not included with the material submitted with this proposal. The Village cluster option ordinance requires that a parallel plot plan be submitted, which shows that the same number of lots could be created on the property if it were developed as a conventional subdivision.

Planning consultant Katherine Wyrosdick outlined the review letter dated September 5, 2001 from Birchler Arroyo. There are three approval elements with this proposal - the land

division, rezoning, and a revised site plan. The land division request does not involve the splitting of a lot. The proposal is to combine an existing lot to the Charrington Crossing condominium development. The land is not buildable and has no road frontage; it is located behind two other parcels. The planning consultants have no issues with this request from a planning standpoint.

Wyrosdick stated that the proposed rezoning is a logical extension of the existing R-3 zoning at Charrington Crossing and is in conformance with Future Land Use recommendations outlined in the Village Master Plan.

Birchler Arroyo recommends approval of the revised site plan subject to additional information being provided prior to Council approval in accordance with requirements of the cluster ordinance. A revised Master Deed must be submitted and reviewed by the Village Attorney. In accordance with the requirement for common open space in a cluster development, the site plan should identify all general and limited common elements in the development and identify the area that would meet the open space requirement.

Wyrosdick stated that concept plan approval is technically required for cluster developments prior to final site plan approval. However, a previous concept plan was approved for the original Charrington Crossing development in 1998. It is opinion of Birchler Arroyo that the proposed two home sites are consistent with the overall concept. Wyrosdick does not believe that there is a need for the petitioner to resubmit a concept plan. It is recommended that Village Council confirm that the previous concept plan will also cover the revised site plan.

The review letter lists the Post Construction Documents required to be submitted to the Village for all condominium projects. Wyrosdick concluded that Birchler Arroyo is recommending approval of all three of these elements with a request that the additional information be provided with the site plan prior to the final approval.

John Smith entered the meeting at 8:30 p.m.

Board members reviewed the proposal considering the requirements of the cluster option ordinance. The requirement for approval of a concept plan prior to final site plan approval was discussed at some length. It was the consensus of the board to accept the site plan submitted as the concept plan and the final site plan with the confirmation that the concept plan approved for the original cluster development is satisfactory.

The board asked the planning consultant for a review and report on the parallel plan submittal at the public hearing. A letter is required from the applicant to the Village requesting development of the property under the cluster option ordinance.

MOTION by Bliven, supported by Hayes, to hold three public hearings at the September 26, 2001 Planning Board meeting for land division, rezoning, and revised cluster option site plan application for the Charrington Crossing condominium development.

Motion passes unanimously.

#### **REVIEW INFORMATION ON 14 MILE ROAD**

The Planning Board conducted a thorough review of the 14 Mile Road corridor plan at its last meeting. The planning consultant has distributed a revised copy of the document including the modifications suggested at that meeting. Board members made a few additional changes to the text to be incorporated into a document that will be available for review at the public discussion to be held at the September 26 Planning Board meeting.

It was noted that the public discussion of the 14 Mile Road Corridor is scheduled for the same evening as the Planning Board public hearing on the Charrington Crossing condominium proposal.

#### **CONFIRM PUBLIC DISCUSSION DATE OF SEPTEMBER 26, 2001 FOR 14 MILE ROAD CORRIDOR**

Board members and Wyrosdick discussed the form for the public discussion, which will include the planner's overview of the 14 Mile Road corridor plan followed by a question and answer session. Board members assisted Byrwa with the wording of the notice to be mailed to area residents informing them of the September 26 public discussion.

**PLANNING BOARD COMMENTS**

Several board members commented on the Charrington Crossing application that will be the subject of a public hearing on September 26. It was noted that Village ordinances have no guidelines for amendments to site plans for development under the cluster option.

Tillman commented that tonight’s Southfield Road corridor walk was productive, and the Village should explore opportunities for securing grant money for streetscape projects.

Smith reminded board members that Council will hold a public hearing on the Pathway Plan on October 1, 2001 at Berkshire Middle School at 7:30 p.m. He reported that Beverly Hills has an emergency preparedness plan that is the responsibility of Deputy Director Art Smith. The plan is coordinated with Oakland County and the State Police Department.

Council member Downey has pointed out that the Village may need to adopt a ground water retention ordinance. Boiler plate ordinance language on this topic has been received from SEMCOG. Smith questioned whether review of a ground water retention ordinance would be directed to the Planning Board.

Smith suggested that the Planning Board chairperson look into the availability of an orientation session for new planning board members.

Jensen thanked the Planning Board members who walked Southfield Road with the landscape architect before tonight’s meeting. We saw items that need attention. He questioned the Village’s level of base information on that portion of Southfield Road. Bliven indicated that there is information available on the CAD program, a plat map, and definition of ownership.

**BUILDING OFFICIAL COMMENTS**

Byrwa stated that a construction project will begin next week to resurface 13 Mile Road from Southfield to Evergreen Roads. One lane will remain open during the road resurfacing. The work is scheduled to be completed by the third week of October.

Byrwa referred to Tuesday’s shocking events at the World Trade Center and the Pentagon. He mentioned that he is an officer of the Oakland County Building Officials Association, a group of 71 communities and heads of building departments throughout townships, cities and villages in Oakland County. One of the functions of this organization is to provide coordinated disaster management. Byrwa commented on the types of services that this organization provides. He related that this group has been assisting Oakland County in relief efforts going to the American Red Cross during this crisis.

MOTION by Smith, supported by Tillman, to adjourn the meeting at 9:39 p.m.

Motion passes unanimously.

**Carry over items:**

- 1 - Entranceway signs (10-27-99)
- 2 - Fourteen Mile Road Corridor Study (10-11-00).
- 3 - Opinion from legal counsel on current ordinance definition of family (01-24-01).

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

- 01/24/01: Recommendation that the issue of the residential design study “Big Foot” not be pursued any further at this time.
- 01/24/01: Recommendation that the Council approve the Pathways Plan.
- 06/27/01: Recommend denial of Kensington Academy request for parking revisions to approved site play for gymnasium addition.

**David Jensen, Chairperson  
Planning Board**

**Ellen E. Marshall  
Village Clerk**