

Present: Chairperson Jensen; Vice-Chair Borowski; Members: Bliven, McCleary, Nedley, Schneiders and Smith

Absent: Wayne

Also Present: Building Official, Byrwa  
Planning Consultant, Wyrosdick  
Council Liaison, Schmitt

Chairperson Jensen called the meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

### **APPROVAL OF AGENDA**

Motion by Bliven, seconded by Nedley, to approve the agenda as published.

Motion passed unanimously.

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

There were no comments from the public.

### **APPROVAL OF MINUTES**

Motion by Bliven, seconded by Nedley, that the minutes of a regular meeting of the Planning Board held on Wednesday, August 14, 2002 be approved as submitted.

Motion passed unanimously.

### **REVIEW VILLAGE MASTER PLAN AND DISCUSS SCHEDULE FOR APPROVAL**

The Planning Board has been asked by Council to consider its schedule for a Master Plan update in order to meet requirements of the recently amended State Municipal Planning Act.

Planning Consultant Wyrosdick indicated that the new state law requires the Planning Board to review the Village Master Plan at least every five years and determine if an update is needed. With the last Master Plan adopted in 1998, the Village has until 2003 to review its Master Plan and decide whether it needs updating.

Smith reviewed that a subcommittee consisting of Bliven, former member Woodrow, and himself met to review the Master Plan in terms of the extent of updating that would be required. The committee identified material that should be revised using 2002 census data. It was suggested that some of the work could be done in-house. Smith and Bliven concurred that there are no substantial changes necessary to the document.

Wyrosdick clarified that updates to the Master Plan do not have to be completed by the effective date of the amendment. The statute indicates that there are certain requirements and processes that have to be followed with any new amendments or updates to a master plan that will not be approved before January 9, 2003. The Planning Board must review its Master Plan by 2003 to meet the five-year requirement of the State Act.

Schmitt understands that the approval process can proceed using the old notice and review procedures if the Village's Master Plan is revised or updated before the effective date of the

amendment, which would save time and added work. If the Planning Board and Council are going to basically reaffirm the existing plan, there may be an advantage to accomplishing this by the end of the year.

Smith responded that there are a number of corrections that should be made to the Master Plan. Bliven added that it was the recommendation of the subcommittee that the Master Plan should be reviewed and updated. He doubts that the Planning Board could complete a review and update of the Master Plan in a meaningful way this year

Wyrosdick recommends that the Planning Board forward its recommendation on whether the Master Plan needs updating to Council and request authorization to proceed with the review. Jensen discussed the process of establishing a cost for this work considering that a portion of the data collection will be done in-house with review and formatting work to be done by Birchler Arroyo. Another element of the review will be an analysis of how the updated data affects the future plan for the Village.

The Planning Board agreed that the master plan subcommittee should reconvene to review its findings and make a recommendation to the Board with regard to a Master Plan update. The Planning Board will consider the subcommittee's recommendation at its next meeting and recommend a course of action to Council.

Byrwa mentioned that he would like to show the Board a tape at its next meeting that addresses the benefit of having an updated master plan and how it supplements the legal control of a community.

#### **REVIEW 14 MILE ROAD CORRIDOR STUDY IMPLEMENTATION SCHEDULE AND FURTHER DISCUSS CORRIDOR PLAN AND DENSITY – DEFINITION OF TOWNHOUSE**

At the last Planning Board meeting, Dave Birchler reviewed revisions to the 14 Mile Road Corridor Plan to reflect direction from Council on the scope of the plan to include only the area of 14 Mile Road from Pierce to Greenfield. Board members reviewed and discussed pages 21-31 of the revised document at that time and suggested additional modifications. Wyrosdick stated that she will provide a revised document at the next Planning Board meeting to reflect the suggested changes.

Birchler Arroyo has provided the Board with material regarding the definition of a townhouse in response to questions that arose at the last Planning Board meeting. An updated timetable for the 14 Mile Road corridor study implementation schedule was distributed to the Board. Wyrosdick noted that the next step will be to evaluate three implementation options and select the preferred method. Optional implementation tools include an Overlay District, Planned Unit Development (PUD) approach, and a rezoning district. She will provide information on implementation options for the next meeting in September.

Bliven questioned the implementation schedule and suggested that discussion of implementation options for the 14 Mile Road corridor be deferred until completion of the road reconstruction project, which may be the beginning of next year.

McCleary expressed the view that 14 Mile Road residents are not going to improve their homes if there is a redevelopment plan in place for the area. He cited the improvements made to homes on that portion of 14 Mile Road between Greenfield Road and Woodward where road reconstruction

has been completed. McCleary suggests delaying action on an implementation plan for a year in order to see what the area looks like at that time.

There followed a discussion of the 14 Mile Road corridor plan and what the Village wishes to accomplish in that area. Board members considered concerns raised by area residents regarding redevelopment of the corridor. It was the consensus of the majority of the Board to proceed with a review of implementation options. The proposed schedule was determined to be aggressive in terms of the time frame. There was agreement that it may take more than one or two meetings to discuss the options and decide on a proposed recommendation. The schedule was revised to defer a meeting with the public until the Planning Board is prepared to offer a recommendation with respect to implementation options.

It was noted that a joint meeting of the Planning Board and Council is scheduled for Wednesday, October 9. Agenda items for this meeting will be a topic of discussion at the next Planning Board meeting.

#### **DISCUSSION OF BUDGET FOR PHASE 1 OF SOUTHFIELD CORRIDOR**

Jensen referred to a handout distributed at a previous meeting entitled Southfield Road Corridor Proposed Preliminary Study Plan. The Board has agreed that the process should follow the steps outlined in that document. Jensen would like to move towards receiving a budget from Birchler Arroyo for Phase 1 of the Southfield Road Corridor Study for Council approval so that the Planning Board can move forward.

The first step is preliminary planning, which involves developing an inventory and analysis of the present business mix on the corridor and creating a base map including data gathered as a way to discuss and analyze the area. Jensen remarked that Planning Board members and Birchler Arroyo have gathered most of the information required for the preliminary planning phase. The Board reviewed the check list for completion of items.

The next step is for the Planning Board and Council to establish agreed-upon goals for how they would like to see the Southfield Road corridor look. Jensen has discussed this process with Village Manager Murphy and recommends that the Village engage a facilitator to conduct a meeting to work through the establishment of goals and a vision for the area. He explained the process and asked for a consensus on whether the Planning Board is in agreement with hiring a strategic planner for this undertaking. Jensen maintains that the establishment of goals and objectives in advance of doing the work causes people to be committed to the outcome.

The facilitator should be independent of the professional planner who works with the Board to create the corridor plan. Once goals have been established by the Council and Planning Board, the next step would be for the Village to request proposals from several planning experts in the area of redevelopment of retail spaces.

The Planning Board was in agreement to use a facilitator to develop a consensus of Council and Planning Board on goals for the redevelopment of the Southfield Road corridor. Jensen will contact Murphy with regard to obtaining Council input on meeting with a facilitator in the near future to discuss the Southfield Road corridor.

Wyrosdick commented on the value of visioning sessions. She informed the Board that Dave Birchler is well versed in this area and has been facilitating visioning sessions for over 15 years.

**PLANNING BOARD COMMENTS**

McCleary informed the Board that the contractor will begin pouring the concrete for the 14 Mile Road project this Friday.

Smith observed that there are about 22 dead trees along the west side of Lahser Road between 13 Mile Road and the Village limit. Byrwa will contact the Road Commission for Oakland County and ask them to look at these trees in the county right-of-way.

Board members welcomed Kathy Wyrosdick back after her maternity leave and congratulated her on the birth of her son, Benjamin.

**PLANNING CONSULTANT COMMENTS**

Wyrosdick distributed copies of the Fall 2002 issue of the Birchler Arroyo newsletter.

Wyrosdick referred to the new Open Space Development Option that townships, cities and villages are required to adopt by December 15, 2002. She questioned the status of the Village's compliance with this Act. Jensen recalled that Dave Birchler was asked to review the Cluster Option section of the Village Zoning Ordinance and determine whether it meets the required standards of the new statute.

Wyrosdick was asked to review the Cluster Option for compliance to the Open Space Development Option and draft the appropriate language if the Village ordinance is not in compliance. It was noted that Council is required to hold a public hearing before adoption of an ordinance amendment.

**BUILDNG OFFICIAL COMMENTS**

Byrwa reported that the Village is in the process of having a larger prototype of the Village entry sign constructed for the Thirteen Mile and Southfield Road intersection. The smaller sign will be erected on Lahser Road.

**PUBLIC COMMENTS**

There were no comments from the public.

Motion by Borowski, seconded by Schneiders, to adjourn the meeting at 9:22 p.m.  
Motion passed unanimously.

**David Jensen, Chairperson**  
**Planning Board**

**Ellen E. Marshall**  
**Village Clerk**

**Susan Bernard**  
**Recording Secretary**