

Present: Chairperson Jensen; Members: Bliven, Freedman, Landsman, Nedley, Smith and Wayne

Absent: Borowski and Tillman

Also Present: Building Official, Byrwa
Planning Consultant, Wenzara
Council Liaison, Domzal
Council Member, Pfeifer

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.

APPROVE AGENDA

Agenda item #6 was corrected to indicate that the public hearing is for a preliminary site plan rather than a final site plan.

Smith suggested that election of a chairperson and vice-chairperson of the Planning Board be added to the agenda.

Motion by Smith, seconded by Wayne, to add item 7A to the agenda, "Election of Officers".

Motion passed unanimously.

Motion by Bliven, seconded by Smith, to approve the agenda as amended.

Motion passed unanimously.

PUBLIC COMMENTS

There were no comments from the public.

APPROVE AGENDA

Motion by Bliven, seconded by Landsman, that the minutes of a regular Planning Board meeting held on Wednesday, June 11, 2003 be approved as submitted.

Motion passed unanimously.

REVIEW REPORT FROM PLANNING CONSULTANT AND PROPOSED PRELIMINARY SITE PLAN WITH PRIVATE ROAD REQUIREMENTS FOR ORCHARD VILLAS TO BE LOCATED AT 32549 LAHSER ROAD

Wenzara stated that revised drawings were submitted by the applicant following the last Planning Board meeting and were reviewed based on the discussion and recommendations set forth at that meeting. Wenzara summarized comments contained in her review letter of June 16, 2003.

Developer Jim Merritt from Jahn Construction explained that he will submit a corrected site plan to address outstanding items mentioned by the planning consultant. The site plan will note that the buildings are in compliance with the maximum 30' building height. Metal halide lighting will be used for decorative lighting in place of high pressure sodium lamps. Parking on the north side of the street will be allowed for spill-over parking.

A letter from Public Services Director Spallasso indicates that preliminary review of the private road and paved areas demonstrate adequate width for fire apparatus to negotiate the inside islands. The width of the private road is acceptable if parking is allowed on one side of the street. Planning Board approval of the street name and condominium documentation approval is required before final site plan approval.

PUBLIC HEARING FOR PROPOSED PRELIMINARY SITE PLAN WITH PRIVATE ROAD REQUIREMENTS FOR ORCHARD VILLAS AND RECOMMENDATION TO COUNCIL

Jensen opened the public hearing at 7:39 p.m.

Dave Domzal of 22750 King Richard Court questioned the height of the screening wall and was informed that the plan shows a 6 foot high wall. Merritt explained that a topographical survey indicates that Greenfield Road is lower in elevation than the Charrington development where he installed a four foot wall. Lahser Road is 1.5-2 feet higher than the proposed Orchard Villas development. The proposed masonry wall will look similar to the Charrington wall and will be screened with greenery.

Pfeifer questioned the private road designation. She mentioned the burden on private road residents who pay Village taxes for maintenance of local roads without benefiting from those tax dollars.

Jensen suggested that the Village encourages new developments to take on the obligation of road repair and maintenance to preclude future expenses. He added that the private road designation is often preferred by developers and property owners in that development. A 60' right-of-way is required for a public road, which could reduce the land area needed for the desired amount of units. Residents can control road maintenance and trash pickup on a private road.

A letter dated June 15, 2003 was received by the Village Planning Board from Dr. and Mrs. Joe Gannon Talbert of 32721 White Oaks Trail. It is their position that the proposed six unit housing development is ill advised and undesirable on the basis that it will increase the density of the area and is not in character with the surrounding neighborhoods. They state that the apple orchard on the site would be destroyed.

It was noted that these residents live about 500 feet, or three lots, away from the proposed development. Merritt responded that the orchard trees are dead except for two non-producing trees. A few Board members expressed the view that the proposed development will improve the site aesthetically and will not have a negative impact on the area.

The public hearing was closed at 7:46 p.m.

Comments and questions on the site plan regarding the detention basin, landscape plan, grade and elevation were addressed by Byrwa and Merritt. Bliven clarified that this project involves preliminary and final site plan approval, private road approval, and approval of the sign and street name. Before the Board tonight is review and recommendation to Council on the preliminary site plan only.

Motion by Bliven, seconded by Landsman, that the preliminary site plan dated June 12, 2003 for Orchard Villas located at 32549 Lahser Road be recommended to Council for approval.

Byrwa addressed questions regarding requirements for a performance bond and the inspection process on this type of project. Further discussion of these issues will be appropriate during final site plan review.

Roll Call Vote:
Motion passed unanimously.

REVIEW PROPOSALS FROM PLANNING CONSULTANT

At its last meeting, the Planning Board discussed the status of current planning projects with planning consultants Brad Strader and Caryn Wenzara from Langworthy Strader LeBlanc and provided direction on how the new planning firm might proceed with the work programs.

Wenzara has provided the Board with proposals for the following projects:

- Zoning ordinance amendments to incorporate Site Development Handbook
- Completion of 14 Mile Road Corridor Plan and corresponding ordinance text amendment (without rezoning land)
- Updating the Village Master Plan

Wenzara related that a question arose with the procedural aspect of the proposals, which resulted in the cost estimates being somewhat open-ended due to new state-mandated plan review and approval procedures. She explained that a recent amendment to the Municipal Planning Act established a new review and approval process for any master plan amendment. This would apply to both the Master Plan update and the 14 Mile Road Corridor Plan. As a result, it would be more time and cost efficient if the 14 Mile Road Corridor Plan and the Master Plan are prepared and adopted concurrently with the corridor plan as a chapter in the Master Plan.

Wenzara reviewed the scope of work, schedule, and fee for the three projects as outlined in the LSL letter to Brian Murphy dated June 18, 2003.

14 Mile Road Corridor Plan – The proposal will begin with project research followed by preparation of alternative redevelopment concepts using illustrations to determine a visual preference and consensus from the Planning Board. Following the selection of a preferred alternative, LSL will present recommended design concepts in text form along with graphics and a concept site plan. The intent is to set the stage for ordinance language. If there is consensus on

the plan, the next step would be a zoning ordinance text amendment. A cost estimate will be given for the ordinance text amendment at that time.

LSL can begin work on drafting zoning ordinance text amendments that will direct future development of the sub-area if approved by the Village. The adoption process would be concurrent with the master plan. The amendment will likely be in the form of an overlay district with no rezoning intended until initiated by a property owner or developer.

Master Plan Update – Wenzara has reviewed the edited pages of the Master Plan submitted by a subcommittee of the Planning Board. The direction seems to indicate an update of the current Master Plan with the outline and scope of the document remaining the same. If further focus areas or new topics are desired, an additional cost estimate will be prepared.

The work would include updating technical statistics in accordance with 2000 census data, conduct a town meeting to discuss priorities and issues, and update current visions, goals and objectives. There would be an update of the Future Land Use Plan, Circulation Plan, and Community Facilities Plan. If LSL can bring in new innovative approaches to accomplish the Village's goals, it will provide those recommendations.

Wenzara commented that review and recommendations of the plan may warrant a new study. That can be addressed when and if the Planning Board gets to that point. The proposal is to update the current Master Plan.

Codify Site Development Handbook – The approach discussed at the last meeting was to create a new design guidelines article for the Zoning Ordinance that will include all regulations applicable to site development. The majority of the text will be a relocation of existing ordinance text into this article. New language will be proposed in order to implement portions of the Village's Site Development Handbook for non-residential property.

LSL will create an outline to provide an understanding of what will be included in the article. The planners will recommend additional language that will be consistent with what appears in the site development guidelines. There will be a public hearing and adoption process.

Board members had comments and questions on the proposals, which were answered by Wenzara. It was clarified that the time frame for the three projects is estimated to be three to six months.

It was indicated that language proposed by the Planning Board and removed from the last Master Plan will be reviewed by the planning consultant in conjunction with a letter from the Village Attorney recommending the deletion of certain language.

Wenzara was asked if the work product proposed for the Master Plan update will result in an end product that will satisfy statutory requirements. She answered that the new statute deals more with the process involved in approving a master plan rather than with the content of the document. The proposed update will meet statutory requirements.

There was agreement that it would be appropriate to review the content of the Site Development Handbook in conjunction with drafting an article for the Zoning Ordinance.

Domzal mentioned that the Council and Village Manager have been discussing implementation of a community survey to determine the needs and priorities of the residents before undertaking major initiatives. He suggested using a focused approach in terms of contacting the public in order to receive maximum input on a number of issues.

Motion by Smith, seconded by Bliven, to recommend that Council approve the cost proposals and scope of work for the following Planning Board projects as outlined in a letter dated June 18, 2003 from Langworthy Strader LeBlanc & Associates: Zoning Ordinance Amendments to incorporate the Site Development Handbook, Completion of the 14 Mile Road Corridor Plan and Ordinance Text Amendment, and Update of the Village Master Plan.

Ayes – Bliven, Jensen, Landsman, Nedley, Smith and Wayne
Nay - Freedman

This recommendation will be conveyed to the Village Council by the Council liaison to the Planning Board.

ELECTION OF OFFICERS

Smith commented that he would like to see a continuation of the current leadership of the Planning Board on the basis that the Village has a new professional planner and the Board is in the midst of several work programs.

Smith nominated David Jensen as chairperson and Michelle Tillman as vice-chair of the Planning Board. There were no further nominations.

Motion by Bliven, seconded by Landsman, to close the nominations.

Motion passed unanimously.

Jensen and Tillman were elected as chair and vice-chair by a unanimous roll call vote of the Planning Board.

PLANNING BOARD COMMENTS

A few members of the Board indicated that they would not be available to attend the next Planning Board meeting. Jensen remarked that direction has been requested from Council on three Planning Board projects. If those work programs are approved by Council, the planning consultant will need time to prepare data for the Board's consideration. For these reasons, the July meetings of the Planning Board will be canceled pending other business in terms of sign or site plan reviews. The Board will meet the first week of August assuming approval is received on any of these three work programs.

Byrwa informed the Planning Board that members will be contacted in the next couple of weeks by administration about scheduling interviews with Seth Hirshorn, a facilitator engaged to assist the Village with the development of a Southfield Road Corridor Study work program. He will be seeking Board members' thoughts on the Southfield Road corridor.

Freedman asked Byrwa whether the Village ordinance has a mandatory performance requirement. Byrwa responded that he believes that a performance guarantee is mandatory in certain situations, but the amount is discretionary. He will research this further and report to the Board.

Smith noted that the new aerial photo of the Village has been erected in the Council chambers.

PLANNING CONSULTANT'S COMMENTS

No comments.

BUILDING OFFICIAL COMMENTS

No comments.

PUBLIC COMMENTS

Pfeifer asked who is responsible for forwarding Planning Board recommendations to Council. She was answered that this is the responsibility of administration. Byrwa will convey tonight's Planning Board recommendation to the Village Manager, who will pass it on to Council.

Jensen commented on the success of the Village Garden Tour held on Sunday, June 22. The event was sponsored by the Village Woman's Club of Beverly Hills. Two people present this evening opened their gardens to the public for this event.

Motion by Freedman, seconded by Wayne, to adjourn the meeting at 9:12 p.m.

Motion passed unanimously.

**David Jensen, Chairperson
Planning Board**

**Ellen E. Marshall
Village Clerk**

**Susan Bernard
Recording Secretary**