

Present: Chairperson Jensen; Vice-Chairperson Tillman; Members: Bliven, Borowski, Freedman, Landsman, Nedley, Ostrowski and Wayne

Absent: None

Also Present: Building Official, Byrwa  
Planning Consultant, Wenzara

Chairperson Jensen called the meeting to order at 7:32 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

### **APPROVE AGENDA**

The agenda was approved as published.

### **PUBLIC COMMENTS**

None

### **APPROVE MINUTES OF SEPTEMBER 10, 2003 PLANNING BOARD MEETING**

The last paragraph under “Planning Board Comments” was changed to read as follows: “Bliven noted at the last meeting that the Beverly School sign projects into the public right-of-way by five feet. The sign has not been moved.”

Motion by Bliven, seconded by Wayne, that the minutes of a regular Planning Board meeting held on Wednesday, September 10, 2003 be approved as amended.

Motion carried.

### **REVIEW SITE DEVELOPMENT REQUIREMENTS**

The Planning Board continued its review of draft zoning ordinance language that will convert portions of the Village Site Development Handbook from guidelines to requirements. Planning consultant Wenzara was asked to provide visuals and examples of several elements of the ordinance in order to provide clarification that will assist in determining how to proceed.

The final segment of material discussed by the Board was entitled “Items to be Included in Other Ordinance Sections to support the new Site Development Requirement Section”. It includes miscellaneous zoning ordinance requirements that are consistent with the guidelines of the Site Development Handbook but are more easily incorporated into another section of the ordinance.

Modifications proposed by Board members were noted by Wenzara and will be incorporated into a revised document.

Jensen stated that Council liaison Domzal will present a summary of the proposed Site Development Requirements section of the ordinance to the Council for discussion at a joint meeting with the Planning Board scheduled for Wednesday, October 8.

### **PLANNING BOARD COMMENTS**

None

**PLANNING CONSULTANT’S COMMENTS**

None

**BUILDING OFFICIAL’S COMMENTS**

The Board discussed agenda items for the October 8 joint meeting with Council. Jensen related that there will be a one hour and 15 minute session with Seth Hirshorn, a facilitator who is assisting with the development of the Southfield Road Corridor Study work program with the idea of building consensus among the Planning Board, Council and the community on visions and ideas for the business district. Hirshorn has been conducting interviews with members of the Planning Board and Council. He will provide feedback from these meetings and will facilitate further discussions in an effort to develop some level of consensus among the two bodies.

Wenzara will report on four programs that the Planning Board is undertaking. Council will be brought up to date on the progress of drafting ordinance language for site development requirements. It is proposed to discuss how to proceed with the Fourteen Mile Road Corridor Plan. The work plan and timetable for updating the Village Master Plan will be a topic. The Planning Board and Council will discuss how to move forward to the next phase of the Southfield Road Corridor Study.

Byrwa outlined a lot split request on the east side of Lahser Road near 14 Mile Road that will be coming before the Council and Planning Board.

**PUBLIC COMMENTS**

None

Motion by Bliven, seconded by Tillman, to adjourn the meeting at 9:34 p.m.

Motion carried.

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

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

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