

Present: Chairperson Jensen; Vice-Chair Tillman; Members: Borowski, Freedman, Liberty, Ostrowski, Wayne and Walter

Absent: Landsman

Also Present: Building Official, Byrwa  
Planning Consultant, Wenzara

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**

Motion by Wayne, second by Freedman, to approve the agenda as published.

Motion carried.

### **PUBLIC COMMENTS**

None

### **APPROVE MINUTES OF JOINT MEETING WITH COUNCIL**

Motion by Wayne, second by Ostrowski, that the minutes of a joint meeting of the Planning Board and Council held on Wednesday, October 13, 2004 be approved as submitted.

Motion passed.

### **REVIEW MINUTES OF JOINT PLANNING BOARD AND COUNCIL MEETING OF OCTOBER 13, 2004**

Board members reviewed the discussion at its joint meeting with Council in order to gain an understanding of what was agreed upon in terms of a Planning Board work program for next year. Topics of discussion included the disposition of the 14 Mile Road corridor study, the status of a Southfield Road corridor study, and lot coverage issues. There was some question from Board members regarding the interface, if any, between the Planning Board and the strategic planning group with regard to the Southfield Road corridor and other planning matters.

Jensen remarked that Seth Hirshorn was engaged as a facilitator to work with the Village to establish goals in connection with the development of a Southfield Road corridor study work program. Hirshorn's work was put on hold pending a report from the Strategic Planning Development Committee. There was agreement at the joint meeting that administration would contact Hirshorn about completing his study and provide a report to the Village.

### **PLANNING BOARD PRIORITY LIST**

Jensen suggested items to include in a Planning Board work program that he thinks would be beneficial to the Village on a long term basis. He thinks that a key priority is to

receive a report from Seth Hirshorn on his findings in terms of establishing common goals and a vision for the Southfield Road business district for development of a corridor study work program. It would be reasonable to compare this report with the results of the strategic plan for the Village in order to consider the Planning Board's direction with respect to its work program. The Board reiterated its request to receive copies of the Hirshorn report and the Strategic Plan document upon their completion.

Jensen commented on the large number of non-conforming lots in Beverly Hills and the number of cases before the Village Zoning Board of Appeals that involve requests for variances for setbacks in R-1 and R-2 zoning districts. There is a heavy pattern that may cause the Village to consider studying and updating ordinance setback requirements on the east side of the Village.

Jensen made the following statement at the joint meeting with Council: "If the Village's goal is to encourage improvement to properties and if the owner is burdened by unnecessary and time consuming procedures that tend to discourage the improvement of houses built in the 1940s and 1950s, the Planning Board would request that the Village Council consider the exploration of the eastern portion of the Village for the purpose of encouraging the further development of this area in a way that adds value to the neighborhoods and maintains their desirability without unnecessary and burdensome appeals to the Zoning Board of Appeals."

There was agreement that another project that the Planning Board should undertake as a priority is an update of the Village Master Plan.

Jensen reviewed that the Pathways Study and a subsequent report that was adopted by Council included a variety of important recommendations having to do with safety, filling in the gaps, and maintaining what currently exists. He questioned whether these items have been addressed by the Village and thought that the important components of that report should be looked at again. Jensen would like the Planning Board to determine the status of the safety items.

The proposed priorities of the Planning Board were listed as follows:

- 1) Receive and review the Hirshorn study and compare it with the Strategic Plan for the Village to determine further Planning Board action on the Southfield Road corridor study.
- 2) Lot coverage issues and review of ordinance regulations with respect to setback requirements on the east side of the Village in order to encourage redevelopment and enhancement of property values.
- 3) Update Master Plan

In response to Board comments and concerns, Wenzara suggested that the Planning Board could do a neighborhood study that addresses a number of items including lot size

issues, setbacks, housing conditions, and community facilities and sidewalks to determine what kind of attention is needed in a specific area of the Village. A good understanding of the goals will be an important component of this program.

It was suggested that a neighborhood study could be addressed as a sub-plan of the Village Master Plan. Wenzara commented that the packaging of the Planning Board's work program could be determined by the priorities, time frame, and available funding.

Jensen asked Wenzara to prepare a work plan, proposed budget, and time line for the priority items discussed and agreed upon by the Board. Shared responsibility for work on the Planning Board's part will be factored into the plan. Wenzara will present a program for an efficient and effective way to tackle these priority items.

The Board will review the priority plan document prepared by Wenzara at its next meeting scheduled for December 8, 2004.

**PLANNING BOARD COMMENTS**

None

**PLANNING CONSULTANT'S COMMENTS**

None

**BUILDING OFFICIAL'S COMMENTS**

None

**PUBLIC COMMENTS**

None

Motion by Borowski, second by Tillman, to adjourn the meeting at 9:12 p.m.

Motion passed.

David Jensen, Chair  
Planning Board

Ellen E. Marshall  
Village Clerk

Susan Bernard  
Recording Secretary