

Present: Chairperson Jensen; Members: Freedman, Liberty, Ostrowski, Tillman, Walter and Wayne

Absent: Borowski and Landsman

Also Present: Dave Byrwa, Building Official  
Planning Consultant, Wenzara  
Council members – Burry, Pfeifer and Walsh

Chairperson Jensen called the meeting to order at 8:00 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road. Tonight's Planning Board meeting follows a 6:30 p.m. joint meeting of the Council and Planning Board.

**APPROVE AGENDA**

Motion by Tillman, second by Wayne, to approve the agenda as published with the caveat that items may be held over until next month due to the length of the agenda and the late start of the meeting.

Motion passed (7 – 0).

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

None

**APPROVE MINUTES OF OCTOBER 26, 2005 PLANNING BOARD MEETING**

Liberty asked that the word 'directed' be changed to 'asked' on page 2, paragraph 2, line 3.

Motion by Tillman, second by Ostrowski, that the minutes of a Regular Planning Board meeting held on Wednesday, October 26, 2005 be approved as amended.

Motion passed (7 – 0).

**REVIEW OF GARAGE COMPARISON STUDY**

Jensen reviewed that members of the community have requested that the Village take a look at regulations for maximum garage or accessory building size on residential property. The planning consultant was asked to compile information on how other communities control garage size.

Wenzara has reviewed ordinances of a few communities that are similar to Beverly Hills in terms of housing age and lot size to determine how they handle accessory structure and garage regulations. The summary table is intended for review and consideration as it relates to potential amendments to the Village's regulations. The table includes the cities of Birmingham, Bloomfield Hills, Grosse Pointe Woods, Grosse Pointe Shores, Huntington Woods, and the Village of Milford. Information provided includes: Size Regulations for Detached Accessory Structures, Size Regulations pertaining to Attached Garages, Lot Coverage Requirements in Single Family Residential Districts, and Comments.

Byrwa clarified information included on the chart as the Village's regulations on detached and attached accessory structures.

Wenzara noted that all the communities listed except for the Village have lot coverage requirements in single family residential districts. Maximum lot coverage requirements are common in the majority of communities that LSL Planning assists. Wenzara would suggest that the Village establish maximum lot coverage requirements in its ordinance, noting that the requirement would not resolve the issue of large garages.

In response to an inquiry from the Board, Wenzara expressed the opinion that each of the municipal regulations listed are flawed in some way. She would favor working with the Village's existing regulations with a modification that controls the size of an attached garage in proportion to the livable area of a home. The Planning Board could look at accessory structures and attached structures and address various scenarios in all zoning districts.

Jensen stated that the Planning Board has not received authorization to study this issue in terms of preparing suggested ordinance revisions. If the Board receives a high sampling of concern about accessory structures and garages as part of its neighborhood housing forums, this issue should be addressed. These examples of regulations from other communities prepared by the planner will be forwarded to Council for its review and response.

#### **REVIEW NEIGHBORHOOD QUESTIONNAIRE**

Jensen stated that a draft questionnaire has been prepared to assist the Village in understanding the problems and priorities of Village neighborhoods. The format asks survey recipients to rank the importance of statements as they pertain to their particular neighborhood and to include the requested information at the bottom of the sheet. Neighborhood Association presidents will be asked to conduct a meeting of their groups to discuss these questions in preparation for presenting their findings at a subsequent Planning Board meeting.

It was agreed that it would be helpful to attach a cover letter from the Village to the questionnaire. The letter would explain the intent of the Neighborhood and Housing Study and address what the participants are being asked to do. It will inform people that the Planning Board will schedule a public forum at which time representatives of each community group will be requested to relay their survey results. It was suggested that the letter include definitions of some of the words used in the questionnaire.

Board members reviewed the questions individually and suggested modifications to the language, which will be incorporated into a revised version to be submitted to the Board for approval at its December meeting. A space will be added asking for additional comments and concerns.

Means of distributing the questionnaire and receiving responses was a topic of discussion by Planning Board and audience members. It was decided that an article will be drafted by Wenzara to be included in the Villager Newsletter by the November 18 deadline. The article will inform residents that a neighborhood questionnaire will be forthcoming, explain its purpose, and highlight the type of questions that will be asked. The piece will say that the

Planning Board will furnish Neighborhood Association presidents with a cover letter and copy of the questionnaire. These individuals will be asked to meet with their area residents and discuss the survey questions or to distribute the questionnaire in their neighborhood and be responsible for gathering the information. The contact people will be asked to attend a Planning Board meeting to share their results with the Board. Those residents not represented by an Association will be encouraged to contact the Village and request a copy of the questionnaire to be returned to the Planning Board.

The Planning Board will review the revised questionnaire at the December meeting. The Board will have a list of homeowner association presidents and decide how the questionnaires will be distributed. Two Planning Board members and Ron Berndt from the Beverly Artesian Homeowners Association volunteered to distribute questionnaires in areas where there are either no organizations or no mailing budget.

#### **REVIEW MASTER PLAN UPDATE DRAFT**

It was the consensus of the Board to postpone discussion of the remaining chapters of the Village Master Plan until the December 14 meeting due to the late hour.

Wenzara questioned whether the Planning Board is inclined to undertake the Housing and Neighborhood study as a separate program and not as a component of the Master Plan process. It was the consensus of the Board to study the Neighborhood Plan separately and concentrate on completing the Master Plan Update.

Wenzara mentioned that there has been enough data collected to lay the foundation for changes to the future land use map of the Master Plan. The Future Land Use Plan will be discussed at the December meeting.

#### **PLANNING BOARD COMMENTS**

Tillman asked that the Planning Board packet for the next meeting include a note for members to bring their November 1, 2005 document from LSL Planning regarding the Master Plan Update Draft.

Walter questioned whether the Village is missing some things in its Zoning Ordinance as evidenced by the uncertainty demonstrated tonight with respect to Beverly Hills garage regulations and a past lack of clarity with respect to gas meters in front yards.

Ostrowski remarked that it is clear based on comments from the public tonight that the neighborhood study is important and needed. He looks forward to working on it in the future.

Wayne stated that renovations and improvements to homes will bring a higher valuation and tax base to the Village.

Jensen thanked the public for their participation and assistance tonight.

#### **PLANNING CONSULTANT COMMENTS**

None

**BUILDING OFFICIAL COMMENTS**

Byrwa provided the Board with dates for the next Villager newsletters.

**PUBLIC COMMENTS**

Ron Berndt thanked the Planning Board for its work on behalf of residents in the Beverly Artesian Homeowners Association.

Dorothy Pfeifer asked whether the Master Plan can be amended to include the Neighborhood and Housing Chapter at a later date. She expressed the view that there is a need to encourage controlled redevelopment in the Village.

Jensen responded that the Planning Board has decided that the Neighborhood and Housing study is an important matter worthy of more time than can be allotted without holding up adoption of the Master Plan. He clarified that the Village Ordinance is the law that guides the future whereas the Master Plan remains as a vision. Wenzara added that the Planning Board proposes to move forward on both items, and one will not hold up the other.

Greg Burry stated that he thought that the Draft Master Plan Update chapters should have been the number one issue discussed by the Planning Board tonight. Jensen responded that 90% of the December meeting will be spent on reviewing the Draft Master Plan.

The date of the next Planning Board meeting will be Wednesday, December 14.

Motion by Liberty, second by Wayne, to adjourn the meeting at 9:27 p.m.

Motion passed.

**David Jensen, Chair**  
**Planning Board**

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

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