

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

Absent: Borowski and Freedman

Also Present: Building Official, Byrwa
Planning Consultant, Wenzara
Council member, Walsh

Chairperson Jensen called the meeting to order at 7:34 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

APPROVE AGENDA

Motion by Ostrowski, second by Landsman, to approve the agenda as published.

Motion passed (7 – 0).

PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA

None

APPROVE MINUTES

Motion by Wayne, second by Ostrowski, that the minutes of a regular Planning Board meeting held on Wednesday, February 22, 2006 be approved as submitted.

Motion passed (6 – 0).

REVIEW MASTER PLAN

Planning consultant Wenzara and Planning Board members resumed their review and discussion of Draft #3 of the Master Plan that began at last month's meeting. The Board continued its page-by-page assessment and completed its appraisal of Chapters 1 through 6 of the document and associated maps. Suggestions from Board members regarding modifications or clarifications of text will be incorporated by Wenzara into a revised document.

The Planning Board was satisfied with the current document including today's changes and is prepared to forward the draft to Council. The Master Plan adoption process was reviewed.

Council would receive and review the Master Plan and determine whether it is comfortable with the document before making a motion to disseminate the document to the reviewing agencies including surrounding communities and Oakland County. Area communities have 60 days to review the document and provide comments back to the Village; the County has 90 days to review and comment on the plan. There may be some edits made to the document in response to comments from surrounding communities or the County. The Planning Act requires that a public hearing be held by the Planning Board. Council may opt to hold an additional public hearing on the Master Plan. The Planning Board would adopt the Master Plan following its public hearing and forward it to Council for consideration and adoption.

Jensen asked the planning consultant to prepare draft #4 of the Master Plan including the Board's revisions and deliver the document to the Village office, which she agreed to do next week. Jensen requested that Draft #4 be distributed to Council members for its review. Council will be invited to attend the April 26 meeting of the Planning Board to discuss any questions or input they have on the Master Plan.

Council member Walsh stated that she will bring the request for a joint meeting to the attention of the Council President.

REVIEW THE NEIGHBORHOOD QUESTIONNAIRE

The Planning Board is in the process of beginning a Housing and Neighborhood Study. Part of the process is to collect and review data on lot sizes, existing setbacks, existing non-conformities, variance request history, and other relevant information on neighborhoods. Based on the results of the analysis, new strategies to improve housing conditions and to ensure continued desirability of the Village housing stock will be considered.

A draft questionnaire has been prepared with the intent being to distribute the survey to neighborhood association groups in order to provide an avenue for residents to relate their problems and neighborhood issues to the Planning Board. The Board has been working on a cover letter and questionnaire that would result in a compilation of neighborhood problems and priorities.

The Board reviewed the questions and discussed phrasing that would be less confusing. The challenge is to ask a question that is understood by the general public and make sure that the answer is useful to the Planning Board.

After considerable discussion on the survey questions, there was agreement that the responses would not provide relevant or helpful information. It was the consensus of the Planning Board to proceed with a public meeting with residents to discuss ideas and issues facing neighborhoods.

Wenzara remarked that the original work plan for the neighborhood study proposed conducting a public workshop. In order to insure that the public meeting is productive, she suggested scheduling the workshop after the Planning Board has developed several alternative ways to solve problems. These ideas could be discussed with the residents to receive their reaction and comments.

PLANNING BOARD COMMENTS

Wayne commended Council on its handling of the proposal from Covenant Alliance Church for parking lot expansion at last night's Council meeting. Council considered applicable ordinances and approved the request for special use and site plan approval with contingencies. He believes that there was good cooperation between the Planning Board and Council on this matter.

Jensen thanked Wayne for attending the March 21st Council meeting on behalf of the Planning Board. He commended Byrwa for doing a good job of clarifying the intent of the ordinance. Wayne mentioned that Director Woodard and Byrwa went out to the church site at 10:00 p.m. to review the lighting situation.

PLANNING CONSULTANT’S COMMENTS

Wenzara thanked the Board members for their diligence in updating the Master Plan. The Planning Board was able to review the entire draft and meet the deadline that was given by Council.

At its March 21 meeting, Council renewed its contract with LSL Planning Inc. for a three year period. Wenzara announced that she will be leaving the firm and moving to Denver to take another position. Managing Partner Brad Strader will be working with the Village Manager to assign another planner who will work with the Village to see the Master Plan through the adoption steps and consult with the Board on its next project.

Wenzara commented that it has been a pleasure working with the Beverly Hills Planning Board. She will be consulting with her replacement to get that individual up to speed with the work plan so that they understand the next project the Planning Board will be undertaking and assure that the transition is seamless. Jensen thanked Caryn Wenzara for her service to the Board noting that the members have appreciated her competence.

BUILDING OFFICIAL’S COMMENTS

Byrwa apprised the Planning Board of a request that may be coming before them that involves redrawing of a boundary line on property that was recently before the Board for a lot split. The property owners, Jennifer and Tony Roma, will be asking to shift the lot line to create a larger lot without creating a non-conforming parcel.

PUBLIC COMMENTS

Bob Walsh of 20655 Smallwood Court questioned the nature of two control cabinets placed on a concrete slab on Evergreen Road just north of Beverly Road. He questioned whether they should be screened with landscaping. Gladys Walsh commented on metal boxes being installed in the community by SBC and gas meters being relocated on the outside front of some homes by Consumers Power. She asked if there is any way for regulating these installations. Jensen responded that this may be a more appropriate issue for Council to address.

Ron Berndt commented that Consumers Power is paying subcontractors to relocate gas meters to the outside of homes. The poor workmanship and placement of meters in the fronts of homes is destroying the aesthetic appearance of neighborhoods.

Motion by Landsman, second by Ostrowski, 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