

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

Absent: Tillman

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

Vice-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 Borowski, second by Landsman, to approve the agenda as published.

Motion passed.

PUBLIC COMMENTS

None

APPROVE MINUTES

Motion by Ostrowski, second by Landsman, that the minutes of a regular Planning Board meeting held on Wednesday, September 27, 2006 be approved as submitted.

Motion passed.

REVIEW REQUEST FROM DETROIT COUNTRY DAY FOR TWO TEMPORARY OPEN HOUSE SIGNS

Byrwa recommended approval of a request from Detroit Country Day School to erect temporary open house signs. The same request was made and granted last year. Two 3' x 10' open house signs would be displayed on school property at both the Lahser and 13 Mile Road entrances. The display period would be from October 26 through November 23, 2006.

Motion by Borowski, second by Walter, to approve the request from Detroit Country Day School for temporary Open House signs as presented.

Motion passed.

REVIEW REQUEST FOR SUBDIVISION ENTRANCE SIGN FOR NOTTINGHAM FOREST

The Planning Board is in receipt of a memo from Building Official Byrwa providing background information and drawings regarding a request for a subdivision entrance sign for Nottingham Forest. The proposed sign is to be located on the island at the entrance of Longbow and 14 Mile Road. All islands are considered part of the road right-of-way and, in accordance with Village Ordinance No. 22.32.11(c), approval by both the Planning Board and Council is required.

The proposed sign, which replaces an existing entrance sign, is within the size and height requirements of the ordinance and is similar to other entrance signs located on islands throughout the Village. The 18” x 24” sign will be mounted on a masonry wall. Byrwa recommended approval of the sign request.

Board members reviewed the dimensions and elevations on the drawings submitted with the sign application. There was a question regarding lighting. Byrwa remarked that the sign will be located near 14 Mile Road, where the light should not have an effect on residential property. If it did effect a residence, the sign lighting would be required to be shielded to prevent glare. Byrwa indicated that the Village will do an electrical inspection and a footings inspection on the masonry wall.

Bob Corden from Nottingham Subdivision was present and indicated that the plans for the sign and lighting were reviewed by area residents.

Motion by Borowski, second by Freedman, to approve the subdivision entrance sign for Nottingham Forest Association as proposed.

Motion passed.

REVIEW INFORMATION ON NEIGHBORHOOD STUDY AND AERIAL MAPS

Borden recapped that the Board reviewed data at last month’s meeting related to its analysis of nonconforming lots in the northeast section of the Village. A report and spreadsheet identified lot widths and lot areas of properties within the Village. The Board isolated key areas of nonconformity and discussed what an appropriate lot size might be if a rezoning was recommended. It was determined that many of R-2 properties, if rezoned to R-3, would comply to the area requirement while lot width would still be an issue. Another outstanding issue is side yard setbacks, a key component of this discussion.

At the direction of the Board, LSL Planning obtained aerial photos from Oakland County of four key neighborhood locations containing a high amount of nonconforming lots. The aerial maps were displayed and were reviewed by Board and audience members. Borden pointed out nonconforming areas on each map in terms of lot area and lot width. He noted that the maps are at a 1:50 scale, which will afford the ability to analyze the lots and scale side yards to get a feel for existing conditions.

Borden stated that he can review the maps between meetings with Byrwa and come back with initial findings. There is enough detail to sit down and look closely at the maps to attain an idea of what we are dealing with in terms of side yard setbacks. Dimensions will be identified and that information will be transferred onto the aerial maps. The Village’s color-coded nonconforming lot map will be referred to for comparison purposes.

Borden proposed doing some calculations on side yards and preparing a summary that will give the Board an idea of existing conditions in each map section. Borden will prepare a spread sheet by neighborhood that will provide a summary of the dimensions and give the Board a starting point for making further judgments relative to nonconforming issues.

DISCUSS ORDINANCE LANGUAGE RELATED TO ACCESSORY BUILDINGS

Borden outlined minor modifications made to the draft ordinance language based on the conversation at last month's meeting. Changes were made to Section 22.08.100 to address a provision limiting the overall length and height of garage doors facing the street. The other change was to eliminate the private garage definition and incorporate language as it relates to storage of non-commercial vehicles in garages in a new subsection 'g'.

Jensen suggested that a memo be drafted to Council informing them of this proposed ordinance amendment. It should indicate that the evaluation of this ordinance section was initiated by concerns about oversized garages in the Village. The proposed changes may not solve all the problems but will do a lot to keep Beverly Hills from having very large accessory buildings and garages. Borden added that the draft language can be considered preventative and a means to insure that the Village does not run into a significant problem.

The Board agreed to forward the draft ordinance language to Council as a status update and request their input in terms of suggestions, revisions or acceptance. This could be a Council discussion item prior to proceeding with the recommendation, public hearing and adoption process. If Council agrees with the draft language, the ordinance adoption procedure could begin.

Borden will draft a cover memo incorporating background data related to the accessory building discussion in order to provide Council with an understanding of how the Planning Board developed the proposed provisions. Their feedback will be requested prior to the entering into the public hearing and adoption process.

It was suggested that this discussion item be placed on the November 21 Council meeting agenda.

REVIEW COMMENTS ON THE MASTER PLAN AND SET PUBLIC HEARING DATE

Borden noted that the Village Master Plan public agency review period has ended. He updated the Board on the comments received. The Oakland County Planning Commission considered its staff planners' review of the Beverly Hills Master Plan and found that the Village's Master Plan is not inconsistent with the plan of any of the surrounding communities. Borden highlighted the content of the report submitted by Oakland County. A suggestion was made that adding color to the Future Land Use map would enhance its readability. Byrwa remarked that Bob Bliven is updating that map to provide a color version to be included in the Master Plan.

Borden stated that the only other comment on the draft Master Plan was received from the City of Birmingham. The Planning Director indicated that the City of Birmingham shares similar goals and issues as Beverly Hills. Their planner mentioned that they wished the Village was more open to mixed use development.

Borden indicated that the Village is not required to act on comments or suggestions submitted by other agencies. The comments could be included in an appendix to the Master Plan.

The Board discussed the public hearing and adoption process. There was agreement to schedule a public hearing on the Master Plan for the regularly scheduled Planning Board meeting date of Wednesday, January 24, 2007.

Borden mentioned that what has been done in some communities for efficiency purposes is to conduct a joint session of the Planning Board and Council and a public hearing on the Master Plan. The Board could make a recommendation on adoption of the Master Plan following the public hearing and the Council could act on that recommendation and adopt the Master Plan at the same meeting if they wish.

Jensen asked Borden to outline that proposal in a memo to the Village Council for consideration. In answer to an inquiry, Borden stated that the budgeted funds for the Master Plan project have not been exceeded. Council will be informed of the status of the contract between the Village and LSL Planning with respect to the Master Plan.

Borden added that it helps to have both the Council and Planning Board hear the presentation from the planning consultant and discuss the Master Plan at the same time so that questions can be asked and answered at one time. The Village would be fulfilling its legal requirement by conducting one hearing.

Byrwa noted that the Master Plan has been available for public review on the Village's web site for the past several weeks.

PLANNING BOARD COMMENTS

There were a few comments from members on the most recent Council meeting, the Halloween Hoot, and the upcoming election on November 7. The Planning Board agreed to reschedule its December meeting to be held on December 13 due to the holidays.

PLANNING CONSULTANT COMMENTS

None

BUILDING OFFICIAL COMMENTS

Byrwa clarified that draft ordinance language related to accessory buildings will be presented to Council for initial review at its November 21 Council meeting. Borden will draft a memo and Jensen will attend the meeting and provide a brief presentation of the issue.

PUBLIC COMMENTS

Pete Webster of 32906 Balmoral stepped forward and offered a number of comments and suggestions on the draft Master Plan. Most of his points were directed toward the traffic aspects of the plan.

Jensen asked Mr. Webster if he would submit his comments and specific suggestions in writing so they can receive further consideration by the Board.

Gladys Walsh, Council member, commented that she appreciated the way the Planning Board worked together to accomplish its tasks and the welcoming nature of the Planning Board at its

meetings. She thanked the Board for the work it does and commended the planning consultant on his performance.

Motion by Freedman, second by Liberty, to adjourn the meeting at 8:35 p.m.

Motion passed.

David Jensen, Chair
Planning Board

Ellen E. Marshall
Village Clerk

Susan Bernard
Recording Secretary