

**Village of Beverly Hills
Planning Commission Meeting
Wednesday, February 24, 2021**

**Municipal Building
18500 W. 13 Mile Rd.
7:30 p.m.**

**Virtual Meeting Link: <https://us02web.zoom.us/j/83199118968>
Meeting ID: 831 9911 8968
Dial In: 1-646-876-9923**

AGENDA

1. Roll Call.
2. Approve Agenda.
3. Review and consider approval of regular Planning Commission minutes of meeting held January 27, 2021.
4. Review and consider approval of joint Planning Commission/Village Council minutes of meeting held February 10, 2021.
5. Public comments on items not on the published agenda.
6. Establish a schedule for the 5-year Master Plan review.
7. Update on medical marijuana caregiver use.
8. Public comments.
9. Liaison comments.
10. Administration comments.
11. Commissioners' comments.

Due to the COVID-19 pandemic, this meeting will be held virtually via Zoom. If you are unable to attend the meeting and would like to submit a written comment, please email krutkowski@villagebeverlyhills.com or mail to the Village Clerk (18500 W. 13 Mile Road, Beverly Hills, MI 48025) prior to the meeting.

The Village of Beverly Hills will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village Clerk by writing 18500 W. Thirteen Mile, Beverly Hills, MI 48025 or calling (248) 646-6404.

Present: Vice-Chairperson Stempien; Members: Copeland, Grinnan, Ostrowski, Ruprich, Westerlund, and Wright
All commissioners participated remotely via Zoom from Beverly Hills, Michigan.

Absent: Drummond, Wilensky

Also Present: Village Clerk/Assistant Manager, Rutkowski
Planning Consultant, Borden
Council Liaison, Peddie

Stempien called the regular Planning Commission meeting to order at 7:30 p.m. virtually via Zoom due to the ongoing COVID-19 pandemic.

APPROVE AGENDA

Motion by Westerlund, second by Grinnan, to approve the agenda as published.

Roll call vote:
Motion passed (7-0)

REVIEW AND CONSIDER APPROVAL OF REGULAR PLANNING COMMISSION MINUTES OF MEETING HELD DECEMBER 16, 2020

Motion by Ostrowski, second by Ruprich, to approve the minutes of a regular Planning Commission meeting held December 16, 2020.

Roll call vote:
Motion passed (7-0)

PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA

None

DISCUSSION ON MASTER PLAN ACTION ITEMS/2021 PRIORITIES

Borden gave an overview of the 2020 annual report.

Stempien provided an overview of five priorities: site plan review process, potential tree ordinance, complete street initiative including sidewalk improvements/additions, master plan transition areas, and Zoning Ordinance overhaul.

The Commission discussed updating ordinances and having a modernized, user-friendly version of the Code. They discussed creating subcommittees to tackle action items and aligning goals with the Redevelopment Ready Communities Program.

The Commission requested that the seven signs mentioned in the annual report be listed out before the report is presented to the Council.

DISCUSSION ON FIVE YEAR MASTER PLAN STATUTORY REVIEW

Borden provided an overview of the five-year master plan statutory review process. He suggested breaking the review into sections over a few months, so it is not such a cumbersome task.

PUBLIC COMMENTS

None.

LIAISON COMMENTS

Peddie said that she will take the Commission’s notes to Council regarding ordinances.

ADMINISTRATION COMMENTS

Rutkowski stated the joint Planning Commission/Village Council meeting will be held on Wednesday, February 10 at 7:30 p.m. via Zoom.

COMMISSIONERS’ COMMENTS

Ruprich asked about the joint Planning/Council meeting agenda.

Grinnan said that permeable paving options should be on the Commission’s radar.

Ostrowski asked about the sign at KFC. He also commented on having a list of standard items (lights, benches, etc.) to help streamline processes.

Westerlund thanked former Planning and Zoning Administrator LaPere for her work at the Village and congratulated her on her new position.

ADJOURNMENT

Motion by Stempien, second by Westerlund to adjourn the meeting at 8:13 p.m.

Motion passed.

Robert Stempien
Vice-Chairperson

Kristin Rutkowski
Village Clerk

Present: Planning Commission: Chairperson Drummond, Vice-Chairperson Stempien; Members: Grinnan, Ostrowski, Ruprich, Westerlund, Wilensky, and Wright
All commissioners participated remotely via Zoom from Beverly Hills, Michigan.

Council: President George; President Pro-Tem Hrydziuszkowski; Members: Abboud, Kecskemeti, Mooney, O’Gorman, Peddie
Peddie participated remotely via Zoom from Grand Blanc, Michigan.
O’Gorman was present, but not participating via Zoom from Perryville, Missouri.
All other members participated remotely via Zoom from Beverly Hills, Michigan.

Absent: Planning Commission: Copeland
Council: None

Also Present: Village Manager, Wilson
Village Clerk/Assistant Manager, Rutkowski
Planning Consultant, Borden

Drummond called the joint Planning Commission/Village Council meeting to order at 7:33 p.m. virtually via Zoom due to the ongoing COVID-19 pandemic.

APPROVE AGENDA

Motion by Abboud, second by Westerlund, to approve the agenda as published.

Roll call vote:
Motion passed (14-0)

PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA

None

REVIEW AND FILE ANNUAL REPORT FOR 2020

The Planning Commission Annual Report for 2020 was provided to the Council and Commission for review.

Motion by Westerlund, second by Ruprich, to receive and file the 2020 Annual Report.

Roll call vote:
Motion passed (14-0)

DISCUSS ZONING ORDINANCE UPDATES

- a. Sign Ordinance
- b. Medical Marijuana Caregiver Use

Wilson and Borden provided an overview regarding updating ordinances in response to recent court cases in Michigan surrounding signs and medical marijuana caregiver use.

POTENTIAL AREAS FOR PLANNING FOCUS FOR 2021

- a. Master Plan
 - i. Five Year Review

ii. What steps to take for 2021

The Commission and Council discussed the statutory requirement to review the Master Plan every five years.

b. Downtown Development Plan – how to move forward

The Commission and Council discussed developing the Southfield Road Corridor.

George commented about acquiring lots.

Westerlund stated that there would need to be better marketing and community buy-in.

Borden commented that the MEDC could help with this endeavor through the Redevelopment Ready Communities program.

c. Tree ordinance

The Commission and Council discussed tying a tree ordinance into the building permitting process. They discussed different components of the proposed ordinance such as planting, removing, and saving trees.

d. Accessory Structures/AC side yard – split

The Commission and Council discussed putting AC units and accessory structures into two separate ordinances for review and consideration.

George commented on having a feedback mechanism from Council to the Commission.

e. Sidewalks – Redevelopment Ready Communities Program with MEDC

The Commission and Council discussed grant opportunities for sidewalks in the village.

Stempien requested further direction from Council to the Commission regarding sidewalks.

f. Chickens

Hrydziuszko gave an overview of a proposed pilot program for backyard chickens where the number of participating residences would be limited in each district.

g. Municode – Planning plug-in

The Council and Commission talked about overhauling the Code and making it more user-friendly.

Wright left the meeting at 8:55 p.m.

h. Construction requirements – green/drainage

The Council and Commission discussed drainage in relation to new construction and noted that in any instance, one cannot drain water onto another's property.

Ostrowski noted that drainage issues would be under the purview of Engineering more so than the Planning Commission.

Keckskemeti commented on creating a public education campaign around drainage issues.

Wilensky left the meeting at 9:04 p.m.

i. Business License

The Council and Commission discussed creating licenses for any business operating in the village which would include fees and inspections. They also discussed revoking contractor registration for non-compliance with Village code.

Stempien noted that enforcement is equally important.

j. Other

None.

PUBLIC COMMENTS

Drummond read a comment from Tom Maxwell, Beverly Hills, regarding pocket parks in the village.

ADMINISTRATION COMMENTS

Wilson commented on codification and stated that he has begun interviews for the Planning and Zoning Administrator position.

COMMISSIONERS' COMMENTS

Grinnan mentioned that her book is still in circulation if anyone would like to read it. She saluted LaPere for her professionalism working with the Commission over the years.

Drummond thanked everyone for attending. He recapped the following items as priorities: signs, medical marijuana caregiver use, 5-year Master Plan review, business licenses, and sidewalks.

COUNCIL COMMENTS

Abboud thanked the Planning Commission for all their work.

Keckskemeti thanked everyone for answering her questions and said she is looking forward to working on sidewalks.

George thanked the Commission for the work they do each year. He commented on the enthusiasm around developing business licenses.

ADJOURNMENT

Motion by Westerlund, second by Abboud to adjourn the meeting at 9:24 p.m.

Motion passed (12-0).

John George
Council President

Andrew Drummond
Chairperson

Kristin Rutkowski
Village Clerk