

Present: Chairperson Drummond; Vice-Chairperson Westerlund; Members: Copeland, Grinnan, Ostrowski, Stempien, and Wilensky

Absent: Members: Borowski and Ruprich

Also Present: Planning and Zoning Administrator, LaPere
Council Liaison, Hrydziusko

Chairperson Drummond called the regular Planning Commission meeting to order at 7:30 p.m. in the Village of Beverly Hills municipal building at 18500 W. Thirteen Mile Road.

AMENDMENTS TO AGENDA/APPROVE AGENDA

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

Motion passed.

REVIEW AND CONSIDER APPROVAL OF REGULAR PLANNING COMMISSION MINUTES OF MEETING HELD AUGUST 28, 2019

Motion by Westerlund, second by Grinnan, to amend the minutes: Page 9, the Paragraph that starts with “Westerlund agrees” change “block of wall and siding” to “*blank wall of siding*”. In that same paragraph, amend the sentence; “There is a corner that would be in need of fencing, and grade adjustment to blend with the surrounding area.” To read; “*The fencing at the visitor parking spaces would need to turn the corner to the south to create a separation between the development and the parking for the nail salon. Grade adjustments are necessary to blend with the surrounding area.*” Then approve minutes of a regular Planning Commission meeting held August 28, 2019 as amended.

Motion passed.

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None.

REVIEW AND CONSIDER APPROVAL OF A TEMPORARY BANNER SIGN AT DETROIT COUNTRY DAY SCHOOL, 22305 WEST THIRTEEN MILE

LaPere reviewed the application from Detroit Country Day requesting the use of temporary signage during their open house in October 2019. The proposal has been reviewed for compliance with the requirements of the Village Zoning Ordinance. If the sign is approved by the Commission, the applicant must obtain a permit prior to installation. The proposed temporary signage complies with the applicable provisions of the Village Zoning Ordinance.

Motion by Ostrowski, second by Wilensky, to approve temporary banner sign request for Detroit Country Day School, 22305 West Thirteen Mile, as submitted.

Motion passed.

REVIEW AND CONSIDER RECOMMENDATION TO COUNCIL FOR PROPOSED

MAINTENANCE AND UPGRADES TO THE EXISTING TENNIS COURTS AT DETROIT COUNTRY DAY SCHOOL, 22305 W 13 MILE ROAD

LaPere provided an overview of Planning Consultant Borden’s review of the submittal from Detroit Country Day School (DCDS) to reconstruct their existing tennis courts at the Upper School. The proposal entails removal and reconstruction of the 10 existing tennis courts. Since the project does not entail a new or expanded use, special land use review is not required by the Zoning Ordinance. However, given the nature of the project, site plan review is necessary (more than 5 cubic yards of earth material being disturbed).

Site plan review. Section 22.08.290 identifies the process and review standards applicable to site plans.

1. Dimensional Requirements. The tennis courts will be reconstructed in the same location as they currently exist. This area is central to the overall campus and well outside of minimum R-1 setback requirements.

2. Lighting. If the tennis courts are to be illuminated, the applicant needs to provide details of poles/fixtures for the Commission’s review. If no lighting is proposed, we request the applicant provide confirmation.

3. Fencing. The existing black vinyl coated chain link fencing around the courts will be replaced. The current height is noted as approximately 10 feet. The fencing includes fabric wind screens, which is typical for tennis courts. Per Section 22.08.150(E), Planning Commission approval is required for fences above 7 feet tall that enclose an institutional athletic field.

4. Engineering. The project is subject to review and approval by the Village Engineer for grading and drainage.

Bruce Israel, contractor for DCD, explained that this project would not add any new structures and they will be improving the base materials and drainage system. There will not be any lights on the courts and the intention is to replace the existing fence without any change to the height. The pavers located along the west side of the court will be removed and replaced, the pavers on the east and north side will not be touched. This project is expected to take place in June of 2020. He was cautioned to be conscientious and courteous to neighbors during this project.

Motion by Westerlund, second by Stempien, that the Planning Commission recommends approval of site plan for proposed maintenance and upgrades to the existing tennis courts at Detroit Country Day School, 22305 W 13 Mile Road, contingent that no lights are added to the court, allowing of the replacement of the existing approximately 10 foot high fencing, and is subject to review and approval by the Village Engineer for grading and drainage.

Roll Call Vote:

Motion passed (7-0)

SUBCOMMITTEE UPDATES

A. PLANNED UNIT DEVELOPMENT (PUD) AND CLUSTER DEVELOPMENT

The subcommittee provided a working draft to the Commission. They intend to insert language to protect trees, density bonus provisions, lot size reductions, open space requirements, and potentially addressing the “tiny house” movement. Discussion was had about the limitations on

tree protection language without a Village wide tree ordinance. LaPere clarified that five acres is the suggested minimum size that would be regulated by a PUD. Commission members suggested to use different guidelines for PUD requirements like location or proximity to major roads, because so few five acre parcels are found in the Village.

B. REZONING STANDARDS AND CONDITIONAL REZONING

A draft of the ordinance was provided to the Commission. Administration also intends that an itemized list of submittal requirements be added to the draft and addition of an expiration date for the Zoning Agreement.

C. PRINCIPAL AND SPECIAL LAND USES IN O - OFFICE AND B – BUSINESS DISTRICTS

Administration provided a list of uses with potential consideration of which zone districts these uses should be permitted and in which zone districts would they be allowed with special land use restrictions. There are six existing zone districts in the Village; Administration will review what is allowed in those districts, what is overlap and consolidate the lists for further discussion. There is a need to consider the allowance of temporary uses that are not connected to an existing business but are considered more of “pop up” events. Discussion was held on impacts of such temporary uses and related semi-permanent structures and potential for parking concerns.

D. OFFSTREET PARKING REGULATIONS

The subcommittee reviewed the areas that seem to have the most parking challenges in the Village. There was discussion on shared parking agreements, formal and informal shared parking uses. The goal is to balance parking requirements and allow more businesses without creating massive parking lots.

PUBLIC COMMENTS

None.

LIAISON COMMENTS

Hrydziusko reported that she spoke with the Zoning Board liaison and it was explained they granted the sign variance to the Village Pharmacy with the hope to meet the needs of a developing business; the applicant had also asked for signage at the road that was withdrawn contingent on the larger sign.

The Commission believes that this variance should not have been granted, and the standards are clear, but the Zoning Board did not give those standards the appropriate consideration.

ADMINISTRATION COMMENTS

LaPere reported Robertson Brothers intend to submit their plan revisions for the October meeting. In October the Zoning Board of Appeals will hear a request for a fence variance.

COMMISSIONERS COMMENTS

Copeland thanked everyone for their work on the subcommittees.

Ostrowski mentioned the temporary sign that is currently at the Vein Center, and inquired of Administration the status of the business. LaPere confirmed that they did not submit any requests for a temporary sign.

Westerlund is inquired as to the progress at both the Veterinary Clinic and BP Gas Station.

Grinnan thanked everyone for all their work and quick responses to the subcommittee work.

Stempien thanked everyone for their work on the subcommittees, and is proud to serve on the Commission with them.

Drummond asked that Administration provide the Commission with the report that was presented by CORE Partners regarding the development of the downtown area. He encouraged the Commissioners to review that report before the October meeting.

Motion by Ostrowski, second by Copeland, to adjourn the meeting at 8:56 p.m.

Motion passed.

Andrew Drummond
Planning Commission
Chairperson

Kristin Rutkowski
Village Clerk

Elizabeth M. Lyons
Recording Secretary