



Planning Commission

Annual Report

2023

Pursuant to the Michigan Planning Enabling Act, Public Act 33 of 2008, village planning commissions shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body relating to planning and development. This annual report detailing the activities over the past year, including reviews, recommendations, and ordinance updates fulfills this requirement of Public Act 33 of 2008.

MEMBERS AND MEETINGS

The Planning Commission is a nine-member body comprised of appointed residents of the community at-large. The commission meets on the fourth Wednesday of each month, except where the meeting dates conflict with a holiday. The commission met eleven (11) times in 2023 including one joint meeting with the Village Council to review prior year activity and establish annual goals for 2023.

The current Planning Commission membership consists of the following dedicated individuals:

Patrick Westerlund, Chairperson
Robin Dillard-Russaw, Vice-Chairperson
Charles Copeland, Secretary
Ashley Harper
Neil Hitz
Ahmad Jawad
Meagan Tessler
Elizabeth Koreman
Danielle Gutierrez
Ryan O’Gorman, Council Liaison
Andrew Drummond, Alternate Council Liaison

Membership Changes in 2023

Commissioner Andrew Drummond voluntarily gave up his appointment to the Planning Commission in 2023 to serve on the Village Council. Andrew served as a member of the Zoning Board of Appeals prior to his appointment to the Planning Commission in 2014. Andrew was the Chairperson of the Planning Commission at the time he was appointed to the Village Council. Commissioners Jonathan Hartzell and Andrea Wright both left the Planning Commission in 2023.

SUMMARY OF ACTIONS TAKEN IN 2023

Fence and Sign Permit Applications

The Planning Commission has the authority to review and approve sign permit applications, and certain fence permit applications. The following table summarizes the action the commission took on fence and sign permit applications in 2023:

<i>Property Location</i>	<i>Permit Type</i>	<i>Request</i>	<i>Action Taken</i>
16165 Madoline	Fence	6 ft privacy fence	Approved
31167 Fairfax Ave	Fence	6 ft privacy fence	Approved
16231 W 14 Mile Rd	Sign	Ground Sign Face Change	Approved
15616 W 13 Mile Rd	Sign	Re-install nonconforming ground sign	Approved
31655 Southfield Rd	Sign	New wall sign	Approved
31689 Southfield Rd	Sign	New wall sign	Approved
16231 W. 14 Mile Rd	Sign	Ground Sign Face Change	Approved
16231 W. 14 Mile Rd	Sign	New wall sign	Approved
15590 W 13 Mile Rd	Sign	New Ground Sign	Postponed

Site Plan Review

The Planning Commission reviews and makes a recommendation to the Village Council on applications for site plan review and approval.

<i>Property Location</i>	<i>Proposal</i>	<i>PC Recommendation</i>	<i>Village Council</i>
31201 Southfield Rd <i>Market Fresh Center</i>	Façade improvements, building addition and parking lot improvements	Approval	Approved

Special Land Use Requests

The Planning Commission acts as a reviewing body for requests for special land use approval in the Village. Requests for special land use approval are required to be accompanied by a complete site plan. After holding a public hearing, reviewing the standards of approval and the proposed site plan, the Planning Commission forwards a recommendation to the Village Council for its deliberation of final of approval or denial of the request.

<i>Property Location</i>	<i>Proposal</i>	<i>PC Recommendation</i>	<i>Village Council</i>
31535 Southfield Rd	Indoor Commercial Rec	Approval	Approved
19400 W. 13 Mile	Parking lot expansion	In process	Pending PC Rec.

Lot Splits/Land Divisions

The Planning Commission acts as a reviewing body for requests for lot splits and land divisions. After holding a public hearing, the Planning Commission forwards a recommendation to the Village Council for its deliberation of final of approval or denial of the request.

<i>Property Location</i>	<i>Proposal</i>	<i>PC Recommendation</i>	<i>Village Council</i>
19138 Riverside Dr.	Split one lot into two	Denial	Pending

Ordinance Amendments

The Planning Commission drafts, holds public hearings, and makes recommendations to the Village Council on proposed amendments to Chapter 22, Zoning of the Municipal Code. The following table summarizes the ordinance amendments taken on by the Planning Commission in 2022:

<i>Ordinance Section</i>	<i>Purpose</i>	<i>PC Recommendation</i>	<i>Village Council</i>
22.32.120 Nonconforming signs	Reduce maximum repair value from 60% to 50%	Approval	Approved
22.08.150 Fences	Regulations on fences over 4' tall and/or less than 35% opaque	In Process	Pending PC Recommendation

Rezoning Requests

There were no proposals for rezoning submitted in 2023.

Subcommittees Formed in 2023

A fence subcommittee consisting of three members of the Planning Commission and three members of Village Council was formed. The subcommittee is charged with considering and offering a recommendation to the Planning Commission on possibly amending the provision of the residential fence regulation allowing for administrative approval of fences up to six (6) feet in height and/or up to 100% solid vertical surface area if at least one residential property within 200-feet of the subject site on that side of the street in that block or at least one abutting residential property contains similar fencing. The subcommittee suggested to the Planning Commission that it would like to recommend an ordinance revision that would permit such fences in rear yards only by right. Feedback was received from the commission that it would not support such an amendment. The matter is under further consideration by the subcommittee and a new recommendation will be provided in 2024.

A second subcommittee consisting of three planning commissioners was formed to study and offer recommendations to the Planning Commission on potential regulations of short term rentals in the village. The initial recommendation of the subcommittee to the planning commission of limiting short term rentals to multiple family residential and in legal nonconforming residential uses in non-residential districts was not met with support from the planning commission. This matter is also under further consideration by the subcommittee and a new recommendation will be provided in 2024.

2024 ACTION PLAN

The Planning Commission looks forward to a productive year in 2024 and will continue to work to implement the Action Plan items identified in the Village Master Plan and Village Center Plan. The commission will also continue to identify areas of the zoning ordinance that may need to be addressed to better serve the needs of the community's current residents and businesses as well as to ensure that the village remains an attractive destination for new residents and businesses well into the future.

On behalf of the Planning Commission, I would like to express our gratitude to the Village Council, to the dedicated volunteers on the other boards and commissions, and to the village staff for all their hard work and support. Finally, we would like to express our appreciation to all the residents and businesses that make Beverly Hills such a great place to call home.

Respectfully submitted,

Patrick Westerlund
Planning Commission Chairperson