

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

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

**Virtual Meeting Link: <https://us02web.zoom.us/j/88536615024>
Meeting ID: 885 3661 5024
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 February 24, 2021.
4. Public comments on items not on the published agenda.
5. Review and consider approval of new canopy signs at 31015 Southfield Road, BP Gas Station.
6. Review Chapters 1 & 2 of the Village Master Plan.
7. Public comments.
8. Liaison comments.
9. Administration comments.
 - a. Introduction of Mark Lloyd, Planning and Zoning Administrator
10. 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 mlloyd@villagebeverlyhills.com or mail to the Village Office Attn: Planning Commission (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: Secretary Ruprich; Members: Copeland, Grinnan, Ostrowski, Westerlund, Wilensky, and Wright
All commissioners participated remotely via Zoom from Beverly Hills, Michigan.

Absent: Drummond, Stempien

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

Ruprich called the regular Planning Commission meeting to order at 7:32 p.m. virtually via Zoom due to the ongoing COVID-19 pandemic.

APPROVE AGENDA

Motion by Westerlund, second by Ostrowski, 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 JANUARY 27, 2021

Motion by Grinnan, second by Wright, to approve the minutes of a regular Planning Commission meeting held January 27, 2021.

Roll call vote:

Motion passed (7-0)

REVIEW AND CONSIDER APPROVAL OF JOINT PLANNING COMMISSION/VILLAGE COUNCIL MINUTES OF MEETING HELD FEBRUARY 10, 2021

Motion by Ostrowski, second by Grinnan, to approve the minutes of a joint Planning Commission/Village Council meeting held February 10, 2021.

Roll call vote:

Motion passed (7-0)

PUBLIC COMMENTS ON ITEMS NOT ON THE PUBLISHED AGENDA

None.

ESTABLISH A SCHEDULE FOR THE 5-YEAR MASTER PLAN REVIEW

Borden gave an overview of the statutory 5-year Master Plan review. He suggested that the Commission break up the review across the span of a few months and finish the review by the end of 2021. He suggested reviewing Chapters 1 and 2 next month, then Chapters 3 and 4, and then Chapter 5/Appendix/Village Center Plan.

The Commissioners agreed to reviewing Chapters 1 and 2 at their March meeting.

Ostrowski suggested updating demographic and population data in the Master Plan as it shapes planning.

UPDATE ON MEDICAL MARIJUANA CAREGIVER USE

Wilson provided an overview of medical marijuana caregiver use in Michigan, which is allowed separate from a municipalities “opt-in” or “opt-out” status. He stated that these facilities are not retail establishments and municipalities may choose to regulate them. Borden also provided information on medical marijuana caregiver use and stated he will follow up with the Village Attorney regarding next steps.

PUBLIC COMMENTS

Kathleen Tootell, Beverly Hills, commented on the City of Birmingham’s Master Plan which includes increasing population density and expressed concern over the impact it may have on Beverly Hills residents who live on the border. She also stated that she is a newly appointed member of the Birmingham Area Cable Board and encouraged the Commission to reach out to her or the Board if they wish to provide any content to the public.

LIAISON COMMENTS

Peddie thanked the Commissioners and Administration for the information on medical marijuana caregiver use.

ADMINISTRATION COMMENTS

Wilson commented on contractor registration as the Commission discussed at their joint meeting with the Village Council. He stated that there was not a mechanism in place for the Village to revoke a contractor’s registration. He stated that he expects the Planning and Zoning Administrator position will be filled soon.

COMMISSIONERS’ COMMENTS

Copeland asked about the status on virtual meetings.

Westerlund stated that he appreciated Ms. Tootell’s comments on the Birmingham Master Plan.

ADJOURNMENT

Motion by Ruprich, second by Westerlund to adjourn the meeting at 8:17 p.m.

Motion passed.

Robert Ruprich
Planning Commission
Secretary

Kristin Rutkowski
Village Clerk



March 18, 2021

Planning Commission
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Attention:	Mark Lloyd, Planning and Zoning Administrator
Subject:	BP – Sign application review
Location:	31015 Southfield Road – northwest corner of Southfield and 13 Mile Roads
Zoning:	B Business District and Village Center Overlay District

Dear Commissioners:

At the Village's request, we have reviewed the sign application submittal from BP for the existing gasoline filling station at 31015 Southfield Road.

The submittal has been reviewed for compliance with the requirements of the Village Zoning Ordinance. If approved by the Commission, the applicant must obtain a permit prior to installation.

The proposal entails 2 new signs affixed to the structures covering the fuel pump islands (1 facing each roadway). The business currently has a ground sign located towards the intersection, so the proposal would constitute a 2nd sign type. Section 22.32.095 allows up to 2 sign types per business in the form of wall, ground or canopy signage.

However, in our opinion, the proposal is not identified as an allowable sign type in the Village Zoning Ordinance. Therefore, we do not believe the signs requested are permitted.

More specifically, the application form identifies the proposal as "wall" signage, though the submittal materials refer to "canopy" signs, as the structures are often referred to as gas station canopies.

Based on the definitions contained in the Zoning Ordinance, the structures covering the fuel pump islands are neither "walls" nor "canopies." As such, signage affixed thereto would not be considered a wall or canopy sign.

Should the Commission disagree with this opinion, the proposal would comply with the requirements for wall or canopy signs based on size and quantity; however, the illumination standards are not met.

The proposal includes 100% internal illumination, whereas wall signs are allowed up to 30% internal illumination, and canopy signs are not permitted to be internally illuminated.

If favorable action is considered, the Commission would need to include correction of the illumination as a condition.

Should you have any questions concerning this matter, please do not hesitate to contact our office.

Respectfully,

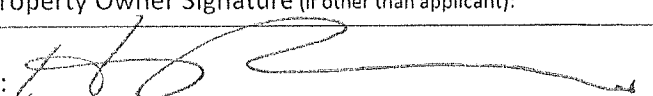
SAFEBUILT

Brian V. Borden, AICP
Michigan Planning Manager

Village of Beverly Hills
 Building & Planning
 18500 W 13 Mile Rd
 Beverly Hills, MI 48025
 Phone: (248) 646-6404 Fax: (248) 646-3703
www.villagebeverlyhills.com

****Staff Use Only****

Date Received: _____
 Review/Mtg Date: _____
 Decision: _____
☐ Approved ☐ Denied ☐ ZBA
 Notes: _____

Application for Sign Permit			
Property Address & Parcel I.D. Number(s)	Address: <u>31015 Southfield</u>		
	Parcel ID(s):		
Property Information (Attach additional pages if necessary)	Primary Street Frontage: <u>140'</u>		Secondary Street Frontage: <u>148'</u>
	Business Frontage (if different than building):		
	Landscaping (if applicable):		
First Sign Information * (Attach additional pages if necessary)	Type (e.g. wall or ground): <u>wall</u>	<input checked="" type="checkbox"/> Permanent	<input type="checkbox"/> Temporary
	Setback (if applicable):	Height from grade: <u>16'</u>	
	Size: <u>Round</u> x H = <u>7.2</u> sq ft	Depth or Projection: <u>4 1/2"</u>	
	Sign Colors (incl white/black): <u>Green & white & yellow</u>		
	Lighting (type, size, number, etc): <u>INTERNAL LED</u>		
Second Sign Information * (Attach additional pages if necessary)	Type (e.g. wall or ground): <u>wall</u>	<input checked="" type="checkbox"/> Permanent	<input type="checkbox"/> Temporary
	Setback (if applicable):	Height from grade: <u>16'</u>	
	Size: <u>Round</u> x H = <u>7.2</u> sq ft	Depth or Projection: <u>4 1/2"</u>	
	Sign Colors (incl white/black): <u>Green & white & yellow</u>		
	Lighting (type/size/number/etc): <u>INTERNAL LED</u>		
Existing Sign Information	Sign Type:	Number of Signs:	
	Square Footage per sign:		
Applicant	Contact Name: <u>Sarah Mheisen / Haider Badreddine</u>		
	Business Name: <u>Bazo Construction</u>		
	Address: <u>12645 Delta St.</u>		
	City: <u>Taylor</u>	State: <u>MI</u>	Zip: <u>48180</u>
	Phone: <u>313-584-8842</u>	Email: <u>smheisen@bazoconstruction.com</u>	
Property Owner <input type="checkbox"/> Same as Applicant	Contact Name:		
	Business Name (if applicable): <u>131 Southfield Investment LLC</u>		
	Address: <u>31015 Southfield Rd.</u>		
	City: <u>Beverly Hills</u>	State: <u>MI</u>	Zip: <u>48025</u>
	Phone: <u>313-582-1777</u>	Email:	
	Property Owner Signature (if other than applicant):		
Applicant Signature	X: 		

In order to be considered at an upcoming meeting, this application and all required documents and materials must be submitted by the established deadline date for the next regular meeting of the Planning Commission. Submittal by deadline does not guarantee placement on the agenda. Please refer to Sections 22.32 for complete sign regulations. Note: the applicant or a representative must be present at all meetings.

* Full color rendering(s) of existing and proposed sign(s) with required measurements and depicted in the proposed location with applicable building measurements, set back measurements, and any other applicable information is required with submittal.

Oct 2020

Village of Beverly Hills Application for Sign Permit

Rev. 2-28-13

Permit No. _____

Date Applied _____

Business Name	_____
Business Address	<u>31015 Southfield, Beverly Hills</u>
Phone	_____

Building Street Frontage

Primary _____

Secondary (if applicable) _____

Business Frontage 140' x 148'
(if different than building street frontage)

Applicant or Contractor Baro Construction

Address 12645 Delta St.

City Taylor, MI

Zip 48180

Phone 313-584-8842

Sign Type:

☒ Permanent

☐ Wall Describe wall to be used (front, side, rear):

☐ Ground

☒ Canopy

☐ Temporary From: _____ To: _____

Describe type of temporary sign:

Describe location of proposed sign:

on gas canopies.

Describe creative/unique aspects of sign in keeping with sign ordinance purpose and intent:

Size of sign

Length Round
Height _____
Total s.f. 7.02
Depth or projection 4 1/2"
Height from grade 16'

Existing signs currently located on property

Number of signs 1
Type(s) MID Price Sign
Square footage per sign 21 sqft

List all sign colors (white and black considered a color)

1 White
2 Green
3 Yellow

Sign Lighting

Type of lighting proposed LED
Size of light fixture (Length/Hgt/Width) _____
Maximum wattage per fixture _____
Location _____
Number of fixtures proposed _____
Height from grade _____

Landscaping (if applicable)

Proposed landscape materials

Sign Review Presentation Requirement Checklist

- ☐ Payment of review fee
- * ☒ 8.5"x11" color photo of existing building
- * ☒ 8.5"x11" color photo of adjacent building(s)
- * ☒ Site plan showing sign location dimensions
- * ☒ Rendering or 8.5"x11" photo or rendering of building with proposed signage
- * ☒ Show building length
- * ☒ Sign height and width
- * ☒ Color photos of existing signage including location and size
- ☐ Landscape plan showing all existing and proposed planting materials and square footage (if applicable)
- ☐ Sign base material (ground or development signs only)
- ☐ Location of all existing and proposed light fixtures illuminating sign
- ☐ Dimensions from the sign to each end of the building or space
- ☐ True colors of sign, background, and logos
- ☐ Cut view of sign indicating thickness and mounting details
- ☐ Cut sheet of proposed lighting including size, color and manufacturer
- ☐ Foam Core presentation board
 - Approximately 24"x36"
 - Attach all pictures and plans
 - Attach color and material samples
 - Attach lighting cut sheets
- ☐ 12 copies containing the above information indicated as *

I hereby certify that the above answers are correct and true



Signature of Applicant

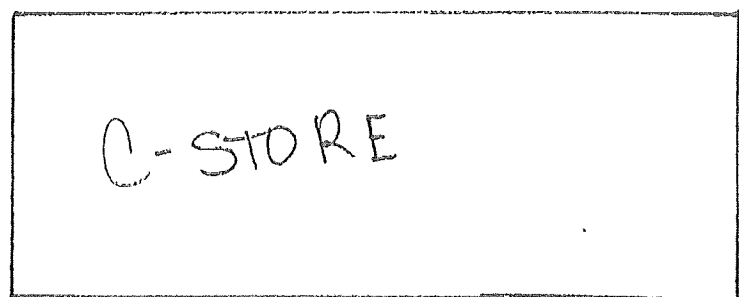
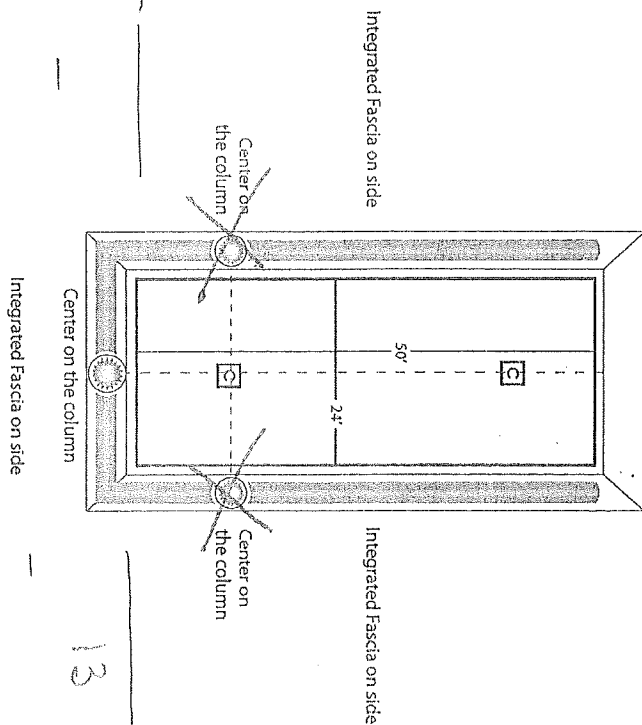
Date

Note: Erecting of a permanent sign prior to Planning Commission approval will result in a fine double the sign permit fee

Proposed canopy
image.

Armada
31015 Southfield Rd.
Beverly Hills, MI 48025

SUB # 9260167



13 mile rd.

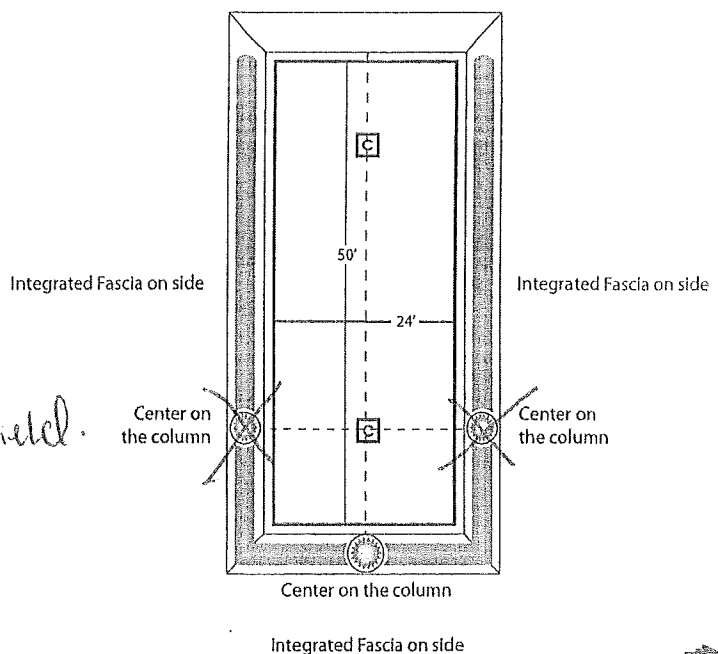
No light bar allowed.

1 BP sign facing 13 Mile

1 BP sign facing Southfield.

2 clearance per canopy

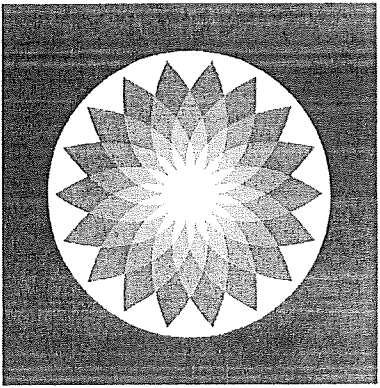
36" fascia height for
Both canopies.



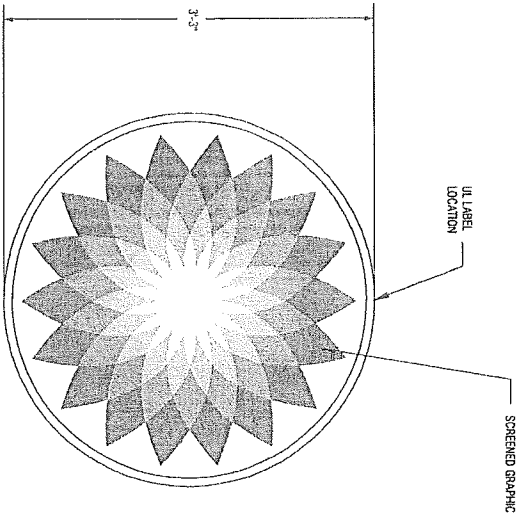
Southfield Rd.



Proposed canopy signs

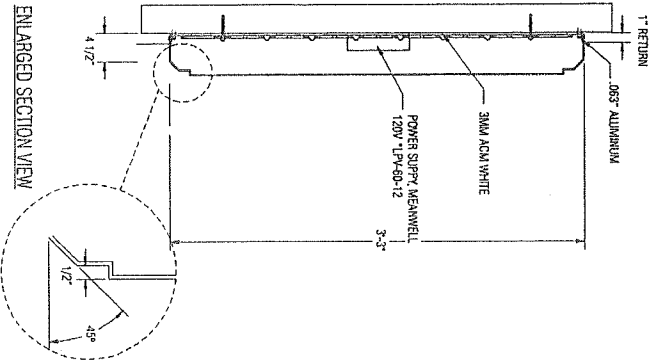


NIGHT TIME VIEW



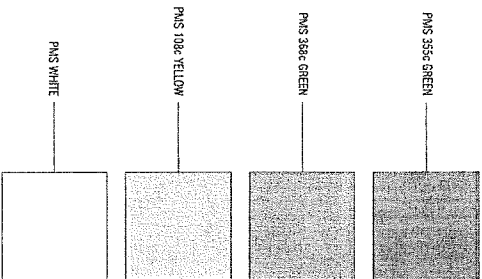
FACE VIEW

SCALE: 1"=1'-0"



ENLARGED SECTION VIEW

BP BRIGHT GREEN BEACON 3-8 HELIOS BLINDING



SPECIFICATION

1. Silk Screen- BP DK Green PMS 355C
2. Silk Screen- BP LL Green PMS 386C
3. Silk Screen- BP Yellow PMS 109C

COLOR SCHEDULE

A. SILK SCREEN



BLAIR COMPANIES
BLINDING & SIGNAGE
60527 ROUTE 100, LEBANON, OHIO 45032

address: 3107 Kinsell Avenue
Altoona PA 16601
telephone: 814.349.8287
fax: 814.349.8293
web: blaircompanies.com

Project Information

client: BP
address: Altoona, PA
store #: _____
m number: 54213
date: 07.10.15
rendered: JC
file name: BPL 54213_15
category: _____

revisions

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

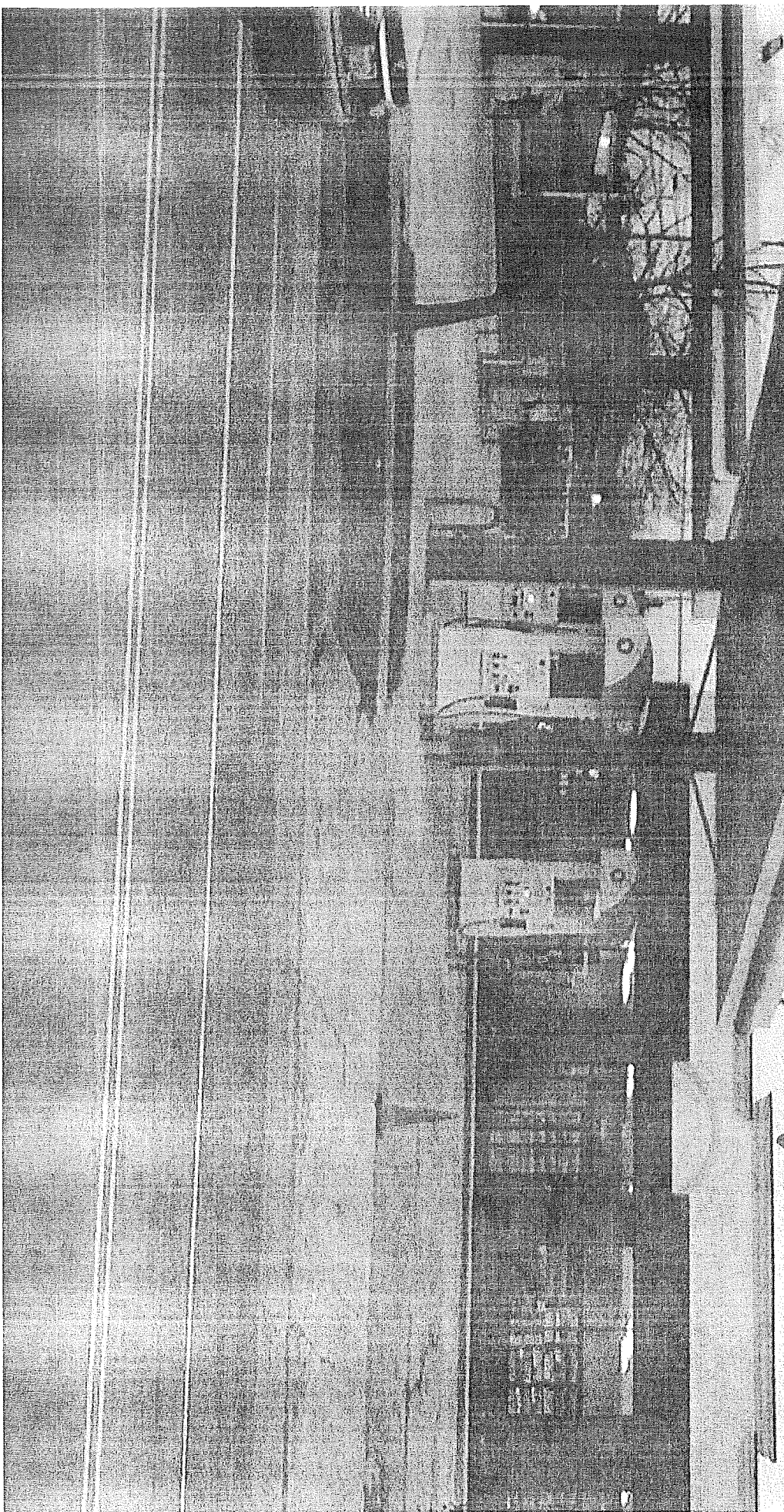
sign code: _____



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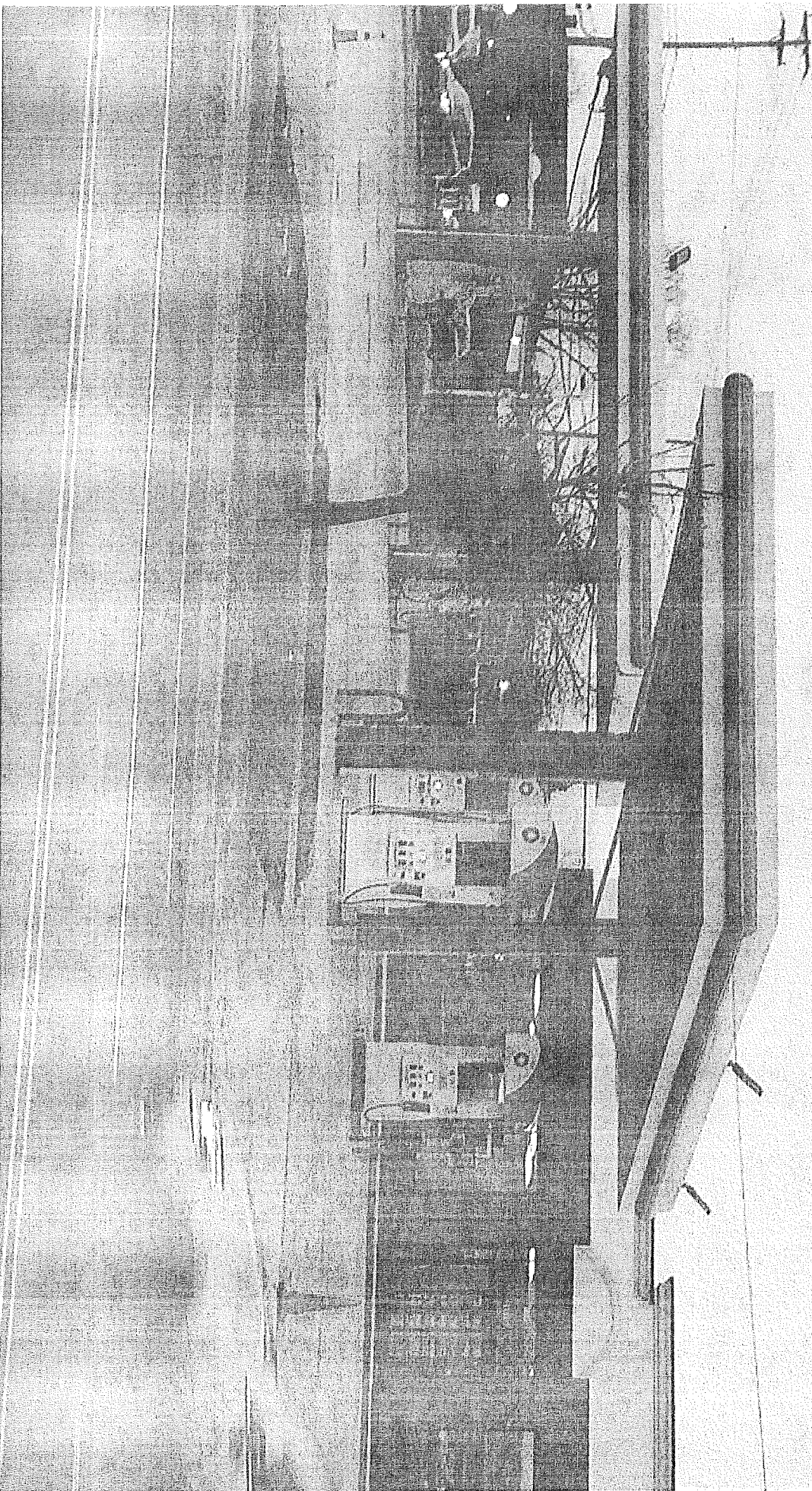
Existing Building



Existing Canopy Image



Existing Canopy Image



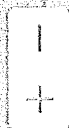
Beverly Hills, Michigan

Adjacent Building



Google

100% Report a problem



© 2021 Google Camera: 7271°

Enforcement List

Enforcement Number	Address/ Parcel Number	Category	Date Filed	Complaint
E200107	31015 SOUTHFIELD RD	Ordinance Violation	08/11/2020	ONLY 2 ITEMS CAN BE SOLD FROM OUTSIDE BUILDING; WOOD, WINDOW WASH - ONE ITEM MUST BE REMOVED- PLACED INSIDE. CALL ERIN LAPERE 248-646-6404
E210027	TH-24-02-480-014 31015 SOUTHFIELD RD	CITY ORD	02/09/2021	ONLY 2 ITEMS CAN BE SOLD FROM OUTSIDE BUILDING; WOOD, WINDOW WASH AND SALT MUST BE REMOVED FROM OUTSIDE. LP GAS TANKS AND ICE ARE THE TWO ITEMS CURRENTLY FOR SALE OUTSIDE THE FUEL STATION.
	TH-24-02-480-014			

Records: 2

Population: Marked Records