



AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY NOVEMBER 8, 2023 – 7:30 PM
151 MARTIN ST., CITY COMMISSION ROOM 205, BIRMINGHAM MI*

The City recommends members of the public wear a mask if they have been exposed to COVID-19 or have a respiratory illness. City staff, City Commission and all board and committee members must wear a mask if they have been exposed to COVID-19 or actively have a respiratory illness. The City continues to provide KN-95 respirators and triple layered masks for attendees.

- A.** Roll Call
- B.** Review and Approval of the Minutes of the Regular Meeting of **October 25, 2023**
- C.** Chairpersons' Comments
- D.** Review of the Agenda
- E.** Unfinished Business
- F.** Rezoning Applications
- G.** Community Impact Studies
 - 1. **380 S. Bates – Community House – Request for Community Impact Study for new 3-story addition to existing building (REQUEST TO POSTPONE)**
- H.** Special Land Use Permits
 - 1. **377 Hamilton Row – Birmingham Sushi – Request for Special Land Use Permit for Bistro with alcoholic beverage sales in Downtown Birmingham – PUBLIC HEARING**
- I.** Site Plan & Design Reviews
 - 1. **377 Hamilton Row – Birmingham Sushi – Request for Final Site Plan & Design Review for Bistro with alcoholic beverage sales in Downtown Birmingham – PUBLIC HEARING**
 - 1. **380 S. Bates – Community House – Request for Preliminary Site Plan Review for new 3-story addition to existing building (REQUEST TO POSTPONE)**
- J.** Study Session
 - 1. **Dumpster Screening Materials – PUBLIC HEARING**
 - 2. **Mixed-Use Requirements – Study Session**
- K.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - ii. **Troy Master Plan Update - Oakland County Coordinating Zoning Committee Review**
 - 3. Administrative Approval Correspondence
 - i. **October 20, 2023 – November 3, 2023**
 - 4. Draft Agenda – **December 13, 2023**
 - 5. Action List – **2023**
 - 6. Other Business
- L.** Planning Division Action Items
 - 1. Staff Report on Previous Requests
 - 2. Additional Items from Tonight's Meeting
- M.** Adjournment

*Please note that board meetings will be conducted in person once again. Members of the public can attend in person at Birmingham City Hall OR may attend virtually at:

Link to Access Virtual Meeting: <https://zoom.us/j/111656967>
Telephone Meeting Access: 877-853-5247 US Toll-Free
Meeting ID Code: 111656967

NOTICE: Due to Building Security, public entrance during non-business hours is through the Police Department—Pierce St. Entrance only. Individuals with disabilities requiring assistance to enter the building should request aid via the intercom system at the parking lot entrance gate on Henrietta St.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).

City Of Birmingham
Regular Meeting Of The Planning Board
October 25, 2023
City Commission Room
151 Martin Street, Birmingham, Michigan

Minutes of the regular meeting of the City of Birmingham Planning Board held on October 25, 2023. Chair Clein convened the meeting at 7:30 p.m.

A. Roll Call

Present: Chair Scott Clein, Vice-Chair Bryan Williams; Board Members Robin Boyle, Bert Koseck, Daniel Share, Janelle Whipple-Boyce; Alternate Board Member Jason Emerine; Student Representatives Asher Kaftan, Matthew Wiegand

Absent: Board Member Stuart Jeffares; Alternate Board Member Nasseem Ramin

Staff: Planning Director Dupuis; City Planner Blizinski, Senior Planner Cowan, City Transcriptionist Eichenhorn

B. Approval Of The Minutes Of The Regular Planning Board Meeting of October 11, 2023

10-42-23

Motion by Mr. Boyle

Seconded by Mr. Williams to approve the minutes of the Regular Planning Board meeting of October 11, 2023 as amended.

Motion carried, 7-0.

VOICE VOTE

Yeas: Clein, Williams, Emerine, Koseck, Share, Boyle, Whipple-Boyce

Nays: None

C. Chair's Comments

Chair Clein welcomed everyone to the meeting and reviewed the meeting's procedures.

D. Review Of The Agenda

E. Unfinished Business/Courtesy Review

F. Rezoning Applications

- 1. 380 S. Bates – Community House – Request to rezone property to extend C (Community) overlay district across entire parcel**

The Chair opened the public hearing at 7:34 p.m.

PD Dupuis presented the item and answered informational questions from the Board.

Victor Saroki, architect, presented the project.

Public Comment

Brian Manoogian said the Townsend Park Association supported the rezoning due to recent changes in the proposed site plan.

Brad Wolf, Chair of the Community Foundation Board, made a comment in support of the rezoning.

Rosie Cole supported further discourse before a decision on the rezoning would be reached.

Michael Geheb voiced support for the rezoning and requested continued discourse between the Community House's neighbors and the applicant team.

The Chair closed the public hearing at 7:45 p.m.

Board members' comments were as follows:

- The Board was not permitted to consider a proposed site plan as a factor in a recommendation for a rezoning request;
- The applicant team was commended for having regular and productive discourse with the Community House's neighbors;
- Evidence was not provided that the proposed use would not be possible within the current zoning;
- The present zoning allows for a community center and for a philanthropic use, both of which could describe the Community House;
- A rezoning would not seem necessary to preserve a property owner's rights;
- The applicant's presentation was well done;
- It is likely that the many changes, outside of the Board's purview, could be made to the Community House to increase its use without requiring rezoning;
- More information demonstrating that the requested higher density was necessary to ensure the financial sustainability of the Community House would have been beneficial;
- The only differences if this parcel were to be rezoned would be the bulk requirements and the need for a SLUP;
- The present zoning already complies with the 2016 Plan's and 2040 Plan's calls for this area to have a 'civic destination'; and,
- The proposed uses would be highly appropriate for the present zoning.

Rick Rattner, attorney, provided additional comments on behalf of the project.

10-43-23

Motion by Mr. Share

Seconded by Mr. Williams to recommend to the City Commission denial of the request to rezone the property at 380 S. Bates – The Community House – to extend the C (Community) overlay district based on findings of fact two, three, and five set forth in the Planning Division's memo. With respect to the issue identified in item one, the

Planning Board finds that the current zoning is not inconsistent with the intention of the master plan, and with respect to finding four, the Planning Board finds that the use of the property in R7 does not prevent the use of the property in question for those things usually associated with the benefits of ownership.

Mr. Koseck stated that showing how higher density was necessary to enable the Community House to meet programming demands would have been useful.

Mr. Boyle said this discussion was in line with discussions the Board has had with many other applicants. He said he looked forward to reviewing the Community House's plans in the future minus the proposed zoning change.

Public Comment

Bill Seckler, CEO of the Community House, said the applicant team could provide further information to the Board and asked that the vote be tabled.

Motion carried, 7-0.

ROLL CALL VOTE

Yeas: Clein, Williams, Emerine, Koseck, Share, Boyle, Whipple-Boyce

Nays: None

The Chair noted the Commission would make the final decision on the item.

G. Community Impact Studies

1. 720 S. Adams – Request for Community Impact Study Review for New 5-Story Mixed-Use Building in the Triangle District

SP Cowan presented the item. John Marusich, architect, spoke on behalf of the project. Both answered informational questions from the Board.

The Board noted that a phase two ESA would be necessary.

10-44-23

Motion by Mr. Williams

Seconded by Mr. Share to accept the CIS as provided by the applicant for the proposed development at 720 S. Adams with the condition that the applicant provide the Planning Board prior to final site plan approval a phase two ESA that includes further investigation of the RECs identified in phase one.

Motion carried, 7-0.

VOICE VOTE

Yeas: Clein, Williams, Emerine, Koseck, Share, Boyle, Whipple-Boyce

Nays: None

H. Special Land Use Permits and Site Plan & Design Reviews

I. Site Plan & Design Review

1. 720 S. Adams – Request for Preliminary Site Plan Review for New 5-Story Mixed-Use Building in the Triangle District.

SP Cowan presented the item. John Marusich, architect, spoke on behalf of the project. Staff and Mr. Marusich both answered informational questions from the Board.

Board members' comments were as follows:

- There were many concerns about the parking layout, accessibility, and circulation. The building would likely require columns and some of the parking spaces would likely need to be removed or redesigned in some way;
- Dimensions for the parking would be necessary for further discussion. The site might not be able to be parked with its current design;
- There would need to be a delivery receiving area on the first floor and information on the circulation of deliveries between the loading zone and the delivery area should be clarified;
- Staff should return with information on whether the project's planned setbacks, glazing, and balconies would be permitted by ordinance;
- The applicant should provide information on where the stacked vehicles might go;
- Given the present designs, there would be an abrupt visual change between the design of this building and the neighboring ones. It would be welcome if the applicant endeavored to make 720 S. Adams, especially with regards to the corners of the building, more visually harmonious with its neighbors;
- The Adams elevation was well designed. The portion of non-retail on Haynes was less desirable. The parking spaces on Haynes could be replaced with more retail. The location of the front door could be rethought;
- More detail on the dumpster and trash pickup would be necessary for final; and,
- Completing a LEED scoresheet would be necessary.

10-45-23

Motion by Mr. Williams

Seconded by Mr. Boyle to postpone consideration of the preliminary site plan for 720 S. Adams to Wednesday, December 13, 2023.

Motion carried, 7-0.

VOICE VOTE

Yeas: Clein, Williams, Emerine, Koseck, Share, Boyle, Whipple-Boyce

Nays: None

10-46-23

Motion by Mr. Williams

Seconded by Mr. Share to change the procedure for the regular meeting of the Birmingham Planning Board scheduled for Wednesday, December 13, 2023 to include site plan and design review and study session.

Motion carried, 7-0.

VOICE VOTE

Yeas: Clein, Williams, Emerine, Koseck, Share, Boyle, Whipple-Boyce

Nays: None

J. Study Session

K. Miscellaneous Business and Communications

- 1. Pre-Application Discussions**
- 2. Communications**
 - i. Project Updates**
- 3. Administrative Approval Correspondence**
- 4. Draft Agenda**
- 5. Action List – 2023**
- 6. Other Business**

There was preliminary discussion regarding how the Board might organize its approach to the 2040 Plan.

L. Planning Division Action Items

- a. Staff Report on Previous Requests**
- b. Additional Items from tonight's meeting**

M. Adjournment

No further business being evident, the Chair commended everyone present and adjourned the meeting at 10:22 p.m.



Nick Dupuis, Planning Director



Laura Eichenhorn, City Transcriptionist



MEMORANDUM

Planning Division

DATE: November 8, 2023

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: 377 Hamilton Row – Birmingham Sushi — Special Land Use Permit (SLUP), Final Site Plan & Design Review

The applicant has submitted a Special Land Use Permit, Final Site Plan and Design Review application for an existing food and drink establishment to serve alcoholic liquors for on premise consumption as a bistro in Downtown Birmingham. The subject site is located on the north side of Hamilton Row, just west of Park St.

The applicant is proposing to continue the existing restaurant concept, Birmingham Sushi, with no change to the existing building and site. The applicant had formerly received a Bistro license from the City of Birmingham, which was surrendered in 2021 due to issues with a change of ownership in the restaurant.

On November 28, 2023 ([Agenda](#) – [Minutes](#)), the City Commission approved an initial bistro screening application for Birmingham Sushi and directed them to proceed with a Special Land Use Permit and Final Site Plan application with the Planning Board.

The Birmingham Code of Ordinances states that a contract for transfer and a Special Land Use Permit are required for all licenses approved under Chapter 10 – Alcoholic Liquors. The licensee must comply with all provisions of the contract and Special Land Use Permit, and any amendments thereto as a condition of granting of a requested transfer. Accordingly, the applicant must obtain a recommendation from the Planning Board on the Special Land Use and Final Site Plan/Design Review application, which is then reviewed for final consideration by the City Commission.

1.0 Land Use and Zoning

- 1.1 Existing Land Use – The existing site is a single story commercial building with a food and drink establishment tenant, Birmingham Sushi.
- 1.2 Existing Zoning – B4 (Business-Residential) & D4 (Downtown Overlay)
- 1.3 Summary of Adjacent Land Use and Zoning – The following chart summarizes the existing land use and zoning adjacent to and/or in the vicinity of the subject site.

	North	South	East	West
Existing Land Use	Public Property	Commercial	Commercial	Commercial
Existing Zoning District	PP (Public Property)	B4 (Business-Residential)	B4 (Business-Residential)	B4 (Business-Residential)
Overlay Zoning District	N/A	D4	D4	D4

- 1.4 Bistro Requirements – The applicant is applying to regain their status as a bistro use, which is permitted in the D4 (Downtown Overlay) zoning district with the following conditions:
- a) No direct connect additional bar permit is allowed and the maximum seating at a bar cannot exceed 10 seats;
 - b) Alcohol is served only to seated patrons, except those standing in a defined bar area;
 - c) No dance area is provided;
 - d) Only low key entertainment is permitted;
 - e) Bistros must have tables located within the storefront space lining any street, or pedestrian passage;
 - f) All outdoor dining facilities are subject to the requirements located in Article 4, Section 4.44 of this Ordinance and Chapter 98 of the Birmingham Code of Ordinances;
 - g) A minimum of 70% glazing must be provided along building facades facing a street or pedestrian passage between 1 foot and 8 feet in height;
 - h) All bistro owners must execute a contract with the City outlining the details of the operation of the bistro; and
 - i) Outdoor dining must be provided, weather permitting, along an adjacent street or passage during the months of May through October each year.

Outdoor dining is not permitted past 12:00 a.m. If there is not sufficient space to permit such dining on the street or passage adjacent to the bistro, alternative outdoor dining facility placement may be considered by the Planning Board.

The applicant appears to meet the bistro requirements above, and is not proposing to alter the concept or layout of the restaurant or outdoor dining platform.

2.0 Setback and Height Requirements

There are no additions or modifications being proposed to the current building or its setbacks, height or area.

3.0 Screening and Landscaping

3.1 Dumpster Screening – The applicant does not appear to be making any changes to the dumpster conditions on site. However, it appears as though there is a dumpster and grease disposal container at the rear of the building along the alley which is unscreened. Article 4, Section 4.54 of the Zoning Ordinance requires trash receptacles to be screened by a 6 ft. masonry screenwall with wood gates. Although the condition is considered pre-existing legal nonconforming, **the Planning Board may wish to consider requiring the applicant to screen the waste receptacles.**

3.2 Parking Lot Screening – There is no off-street parking facility associated with Birmingham Sushi.

3.3 Mechanical Equipment Screening – There are no changes proposed to the screening of mechanical equipment on the site. There appears to be 3 existing rooftop units above the restaurant, as well as some ductwork and exhaust fans. This condition persists across the entire multi-tenant commercial building that stretches the majority of the block between Ferndale and Park St.

Article 4, Section 4.54 of the Zoning Ordinance requires rooftop mechanical and other equipment shall be obscured by a screenwall composed of materials compatible with the building to provide an effective permanent visual barrier. Although the condition is considered pre-existing legal nonconforming, **the Planning Board may wish to consider requiring the applicant to provide screening for the existing rooftop units.**



3.4 Landscaping – No landscaping is proposed or required for the subject site.

3.5 Streetscape – There are no new streetscape items proposed as a part of this Special Land Use Permit Amendment and Final Site Plan/Design Review application.

4.0 Parking, Loading and Circulation

4.1 Parking – The subject site does not contain an off-street parking facility. In addition, the subject site is within the former Parking Assessment District. Thus, no parking is required to be provided for the commercial use.

4.2 Loading – No loading spaces are required or proposed as a part of the Special Land Use, Final Site Plan and Design Review application submitted.

4.3 Vehicular Circulation and Access – Vehicular circulation and access is not proposed to change.

4.4 Pedestrian Circulation and Access – Pedestrian circulation and access is not proposed to change.

5.0 Lighting

There are no new light fixtures proposed as a part of the Special Land Use, Final Site Plan and Design Review application submitted.

6.0 Design Review

As noted above, the applicant is not proposing any changes to the building and/or site. However, because the site plan is being considered, a review of the existing outdoor dining platform is provided below.

Outdoor Dining: The applicant is proposing to maintain an existing outdoor dining platform located within the Hamilton Row right-of-way, which contains 24 seats. The platform is designed to carry over the curb into the furnishing zone of the streetscape. The recently adopted Outdoor Dining Standards can be found in [Article 4, Section 4.44](#) of the Zoning Ordinance, and [Chapter 98, Article II, Section 98-38](#) of the Birmingham Code of Ordinances.

The existing outdoor dining platform is constructed of composite decking with 42 in. railings, aluminum tables and chairs, four umbrellas, and a trash receptacle. There are no enclosures or windbreaks proposed as a part of the platform. In terms of platform design and its extension into the furnishing zone, the Zoning Ordinance requires outdoor dining platforms within the adjacent street or parking space(s) to be designed to be *flush with the curb, and may not extend beyond the curb into the furnishing zone except to accommodate accessibility requirements*. The existing platform does not meet this requirement. Although the condition is considered pre-existing legal nonconforming, **the Planning Board may wish to require the applicant to redesign the outdoor dining platform to conform with the current outdoor dining standards.**

7.0 Required Attachments

	Submitted	Not Submitted	Not Required
Existing Conditions Plan	☒	☐	☐
Detailed and Scaled Site Plan	☒	☐	☐
Certified Land Survey	☐	☐	☒
Interior Floor Plans	☒	☐	☐
Landscape Plan	☐	☐	☒
Photometric Plan	☐	☐	☒
Colored Elevations	☒	☐	☐
Material Specification Sheets	☒	☐	☐
Material Samples	☒	☐	☐
Site & Aerial Photographs	☒	☐	☐

8.0 Approval Criteria

In accordance with Article 7, section 7.27 of the Zoning Ordinance, the proposed plans for development must meet the following conditions:

- (1) The location, size and height of the building, walls and fences shall be such that there is adequate landscaped open space so as to provide light, air and access to the persons occupying the structure.

- (2) The location, size and height of the building, walls and fences shall be such that there will be no interference with adequate light, air and access to adjacent lands and buildings.
- (3) The location, size and height of the building, walls and fences shall be such that they will not hinder the reasonable development of adjoining property nor diminish the value thereof.
- (4) The site plan, and its relation to streets, driveways and sidewalks, shall be such as to not interfere with or be hazardous to vehicular and pedestrian traffic.
- (5) The proposed development will be compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of this chapter.
- (6) The location, shape and size of required landscaped open space is such as to provide adequate open space for the benefit of the inhabitants of the building and the surrounding neighborhood.

In addition, Article 7, Section 7.26 requires applications for a Special Land Use Permit to meet the following criteria:

- (1) The use is consistent with and will promote the intent and purpose of this Zoning Ordinance.
- (2) The use will be compatible with adjacent uses of land, the natural environment, and the capabilities of public services and facilities affected by the land use.
- (3) The use is consistent with the public health, safety and welfare of the city.
- (4) The use is in compliance with all other requirements of this Zoning Ordinance.
- (5) The use will not be injurious to the surrounding neighborhood.
- (6) The use is in compliance with state and federal statutes.

9.0 Recommendation

Based on a review of the site plan submitted, the Planning Division recommends that the Planning Board recommend **APPROVAL** of the Special Land Use and Final Site Plan/Design Review application for 377 Hamilton Row – Birmingham Sushi – subject to the following condition:

1. The applicant must provide screening for all waste receptacles in accordance with Article 4, Section 4.54 of the Zoning Ordinance; and
2. The applicant must comply with the requests of all City Departments.

10.0 Sample Motion Language (*Final Site Plan & Design Review*)

Motion to recommend for **APPROVAL** the Final Site Plan & Design Review for 377 Hamilton Row – Birmingham Sushi – subject to the following conditions:

1. The applicant must provide screening for all waste receptacles in accordance with Article 4, Section 4.54 of the Zoning Ordinance; and
2. The applicant must comply with the requests of all City Departments.

OR

Motion to **POSTPONE** the Final Site Plan & Design Review for 377 Hamilton Row – Birmingham Sushi – pending receipt of the following:

1. _____
2. _____
3. _____

OR

Motion to recommend for **DENIAL** to the City Commission the Final Site Plan & Design Review for 377 Hamilton Row – Birmingham Sushi – for the following reasons:

1. _____
2. _____
3. _____

11.0 Sample Motion Language (*Special Land Use Permit*)

Motion to recommend for **APPROVAL** to the City Commission the Special Land Use Permit for 377 Hamilton Row – Birmingham Sushi – subject to the conditions of Final Site Plan & Design Review approval.

OR

Motion to **POSTPONE** the Special Land Use Permit 377 Hamilton Row – Birmingham Sushi – pending receipt of the following:

1. _____
2. _____
3. _____

OR

Motion to recommend for **DENIAL** to the City Commission the Special Land Use Permit for 377 Hamilton Row – Birmingham Sushi – for the following reasons:

1. _____

2. _____
3. _____

Birmingham Sushi Cafe

Outdoor Cafe

377 Hamilton Row

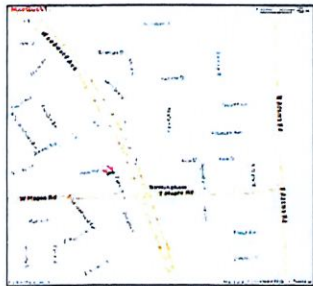
Birmingham, Michigan

Scope of Work:

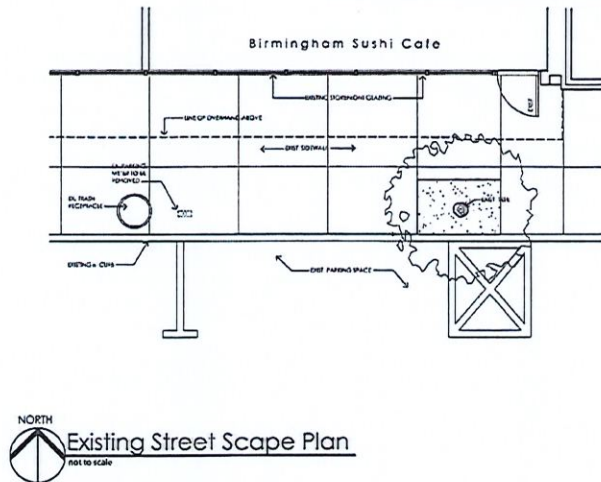
1. CONSTRUCTION OF NEW COMPOSITE DECK WITH METAL GUARD RAILING SYSTEM
2. PROVIDE 24 OUT DOOR SEATS (SEASONAL)
3. TEMPORARILY REMOVE PARKING METER



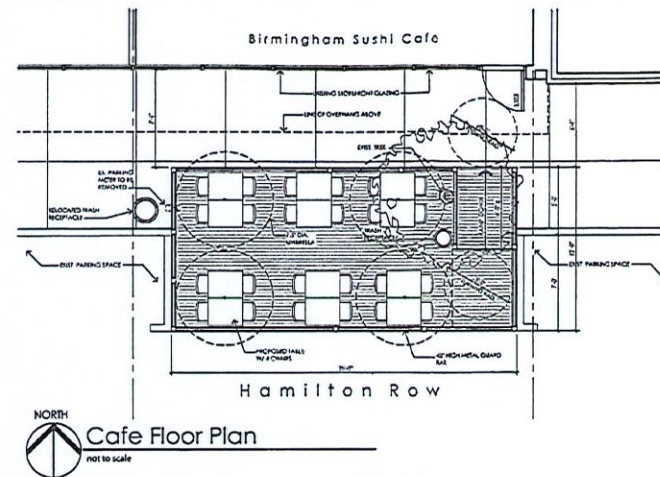
Existing Front Elevation Along Hamilton Row



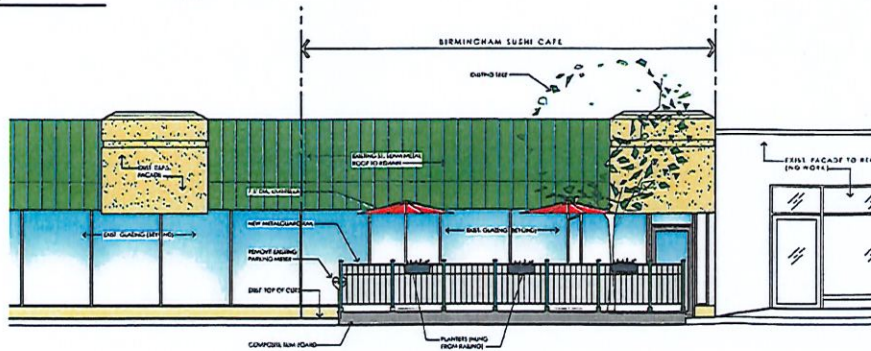
NORTH
Location Map
Scale: None



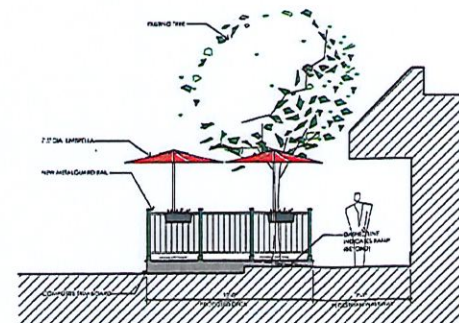
NORTH
Existing Street Scape Plan
NOT TO SCALE



NORTH
Cafe Floor Plan
NOT TO SCALE



Front Elevation (Hamilton)
not to scale



Side Elevation
NOT TO SCALE

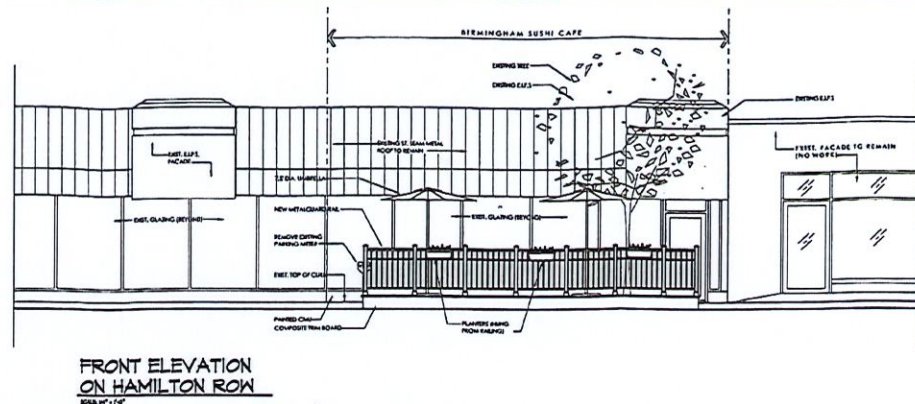
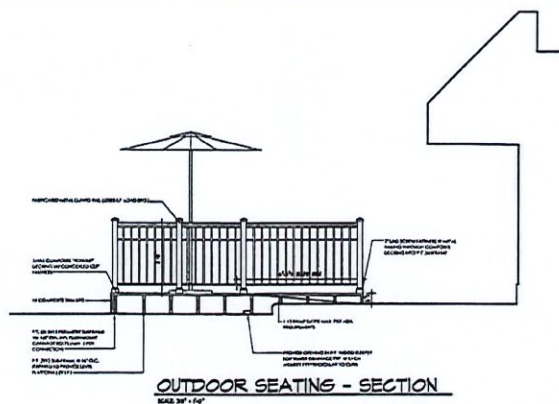


TRAVATA
MICHAEL WILLOUGHBY & ASSOCIATES ARCHITECTS

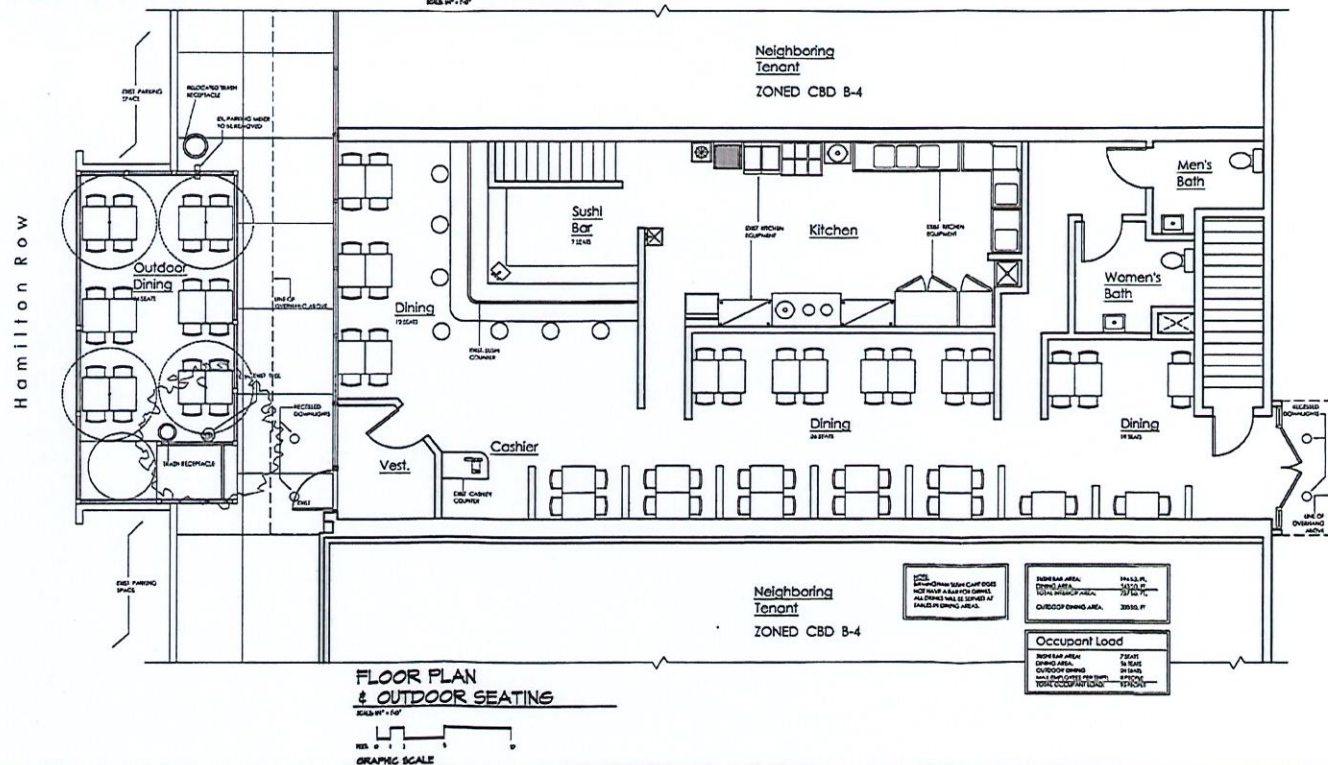
sheet
A.1

PHONE 248-540-7603

91 WEST LONG LAKE ROAD, BLOOMFIELD HILLS, MICHIGAN 48304



LEGAL DESCRIPTION
THE WESTERLY 30 FEET OF LOT 48, EXCEPT THE NORTH 10 FEET OF ABSESSONS PLAT NO 21
A REPLAT OF HANCOCK'S EASTERN ADDITION WITH BENTLEY-GUNSON SUBDIVISION HANDEL ADDITION
AND PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER
AND SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 20,
TOWN 2 NORTH, RANGE 10 EAST, CITY OF BIRMINGHAM, CHALCASS COUNTY, MISSISSIPPI,
ACCORDING TO THE PLAT THEREOF RECORDED IN LIBER 34 OF PLATS,
PAGE 8 OF CHALCASS COUNTY RECORDS.



AREA MAP

**FLOOR PLAN
& OUTDOOR SEATING**
SCALE 1" = 10'

REL. 0 1 1 1

GRAPHIC SCALE

BIRMINGHAM SUSHI CAFE

PLAN & ELEVATIONS

154-4 VTD

1000

10-10-10
 A-

[illegible]



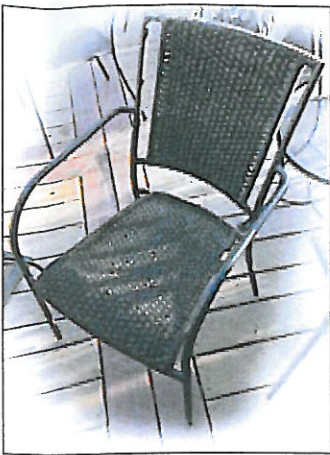
Metal Trash Rec.

Make: Fair Weather
Model: TR-8
Color: Powder Coat Finish - Black



Aluminum Bistro Table

Classic 24"x28" Folding Table
Make: EMU
Model: EM-907
Legs: Tubular Steel
Table Top: Metal w/ Design Perforation



Aluminum Bistro Chair

Indoor/Outdoor Arm Chair
Material: Aluminum and Wicker



Wood Bistro Umbrella

7.5 Wood Tilt Patio Umbrella
WoodFramed
Canvas Color: sunbrella - red



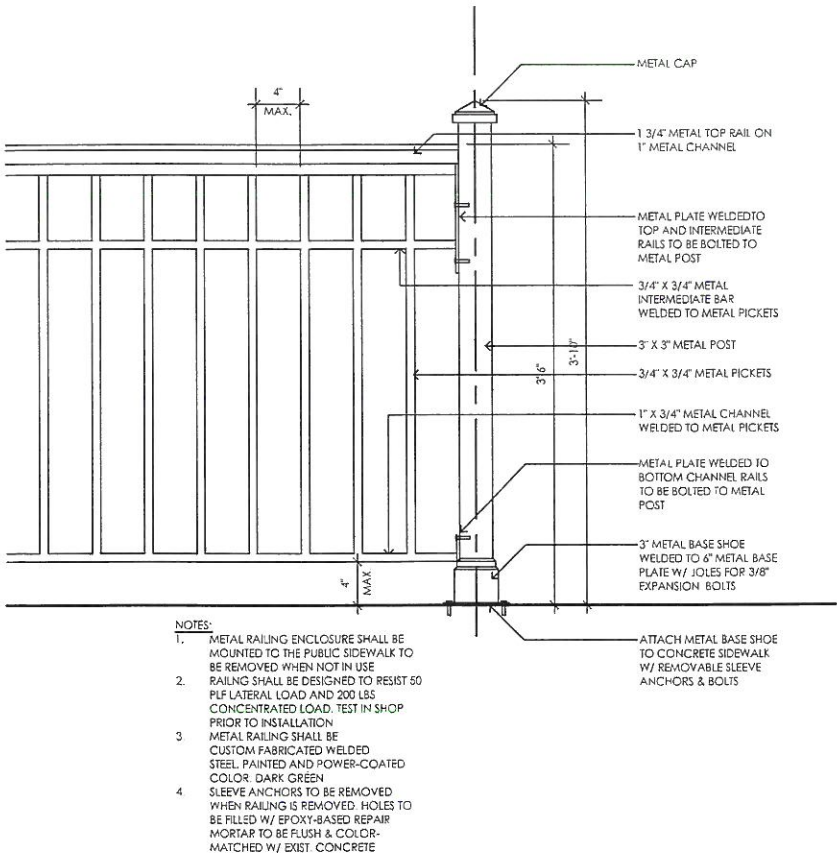
Trex Decking Material

Make: Trex Decking
Color: Espresso



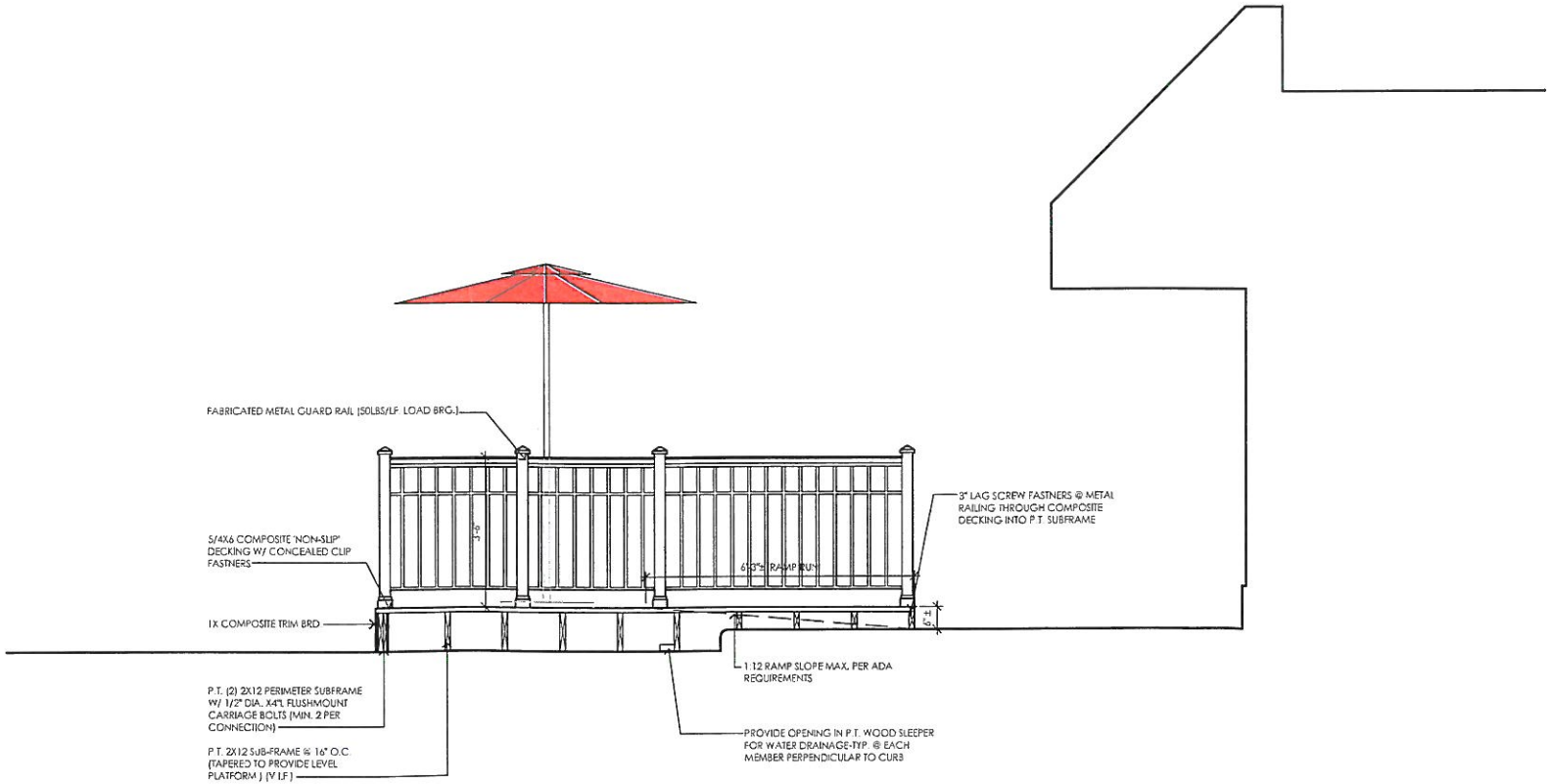
Metal Railing Color

Color: Dark Green



Guard Rail Detail

not to scale



Section at Deck

not to scale



Birmingham Sushi Cafe

Hamilton Row

© 2021 Google

Google Earth

1985

Imagery Date: 3/14/2020 42°32'51.46" N 83°12'47.18" W elev 0 ft eye alt 338 ft



MEMORANDUM

Planning Division

DATE: November 8, 2023

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Dumpster Screening Materials – Public Hearing

Over the years, the Planning Board has grappled with design proposals for dumpster enclosures that do not meet the technical requirements of the Zoning Ordinance, but have generally offered a high quality design and material composition that appeared to meet the intent of the ordinance when it was written. As it stands, an applicant that wished to utilize alternate materials would be required to acquire a variance from the Board of Zoning Appeals. The language is as follows:

Article 4, Section 4.54 (B)(8)

When required to screen a trash receptacle or ground-mounted mechanical or electrical equipment, a masonry screenwall with wood gates. The screenwall shall match the material of the principal building.

On July 10, 2019 ([Agenda](#) – [Minutes](#)), the Planning Board held its last study session on the topic, which had been discussed or several months prior. At that time, the conversations appeared to be more detailed, and were revolving around the level of screening that certain materials might offer, and how far the City should go in regulating opening sizes.

At this time, the Planning Board has expressed interest in reviving the conversation and opening up the standards to permit more materials for dumpster screening enclosures.

Study Session #1

On August 9, 2023 ([Agenda](#) – [Minutes](#)), the Planning Board reviewed proposed ordinance amendments that expanded the permitted materials for gates on dumpster enclosures. In conversation, the Planning Board expressed an interest in relaxing the strict requirements for capped masonry and generally including provisions that were flexible and consistent, but also emphasized durability and quality.

Study Session #2

On September 13, 2023 ([Agenda](#) – [Minutes](#)), the Planning Division reworked the proposed ordinance language to relax the strict material requirements while still emphasizing durability and quality. In addition, the Planning Division performed some local ordinance research to gain an understanding of what other communities in Southeast Michigan require in terms of dumpster screening. Finally, the Planning Board discussed specific design recommendations to address design considerations as it relates to rodents and washouts. The Planning Board held robust discussions on material durability as it relates to the different forms of enclosures and expressed an interest in potentially providing separate requirements for ground mounted mechanical units and waste receptacles. There was additional conversation about the height provisions proposed stemming from concerns about the visibility of waste receptacles as they are changed.

Study Session #3

On October 11, 2023 ([Agenda](#) – [Minutes](#)), the Planning Board considered language that separated waste receptacle screening requirements and ground-mounted mechanical screening requirements to permit more flexibility in design for mechanical screening. However, the Planning Board maintained the position that masonry is the most appropriate material for waste receptacle screening. Ultimately, the Planning Board moved to set a public hearing to discuss the proposed ordinance amendments.

Public Hearing

The Planning Division has revised the proposed language attached to simplify height requirements while also ensuring that there are no conflicts between various provisions of the ordinance language. In addition, at the direction of the Planning Board, staff included a provision that allows for flexibility in screenwall material above 6 ft. The language was drafted to give sole purview of granting material flexibility to the Planning Board at a Design Review hearing to ensure consistency.

Sample Motion Language

I move that the Planning Board recommend that the City Commission APPROVE amendments to Article 4, Section 4.54 of the Zoning Ordinance to add flexibility to screening requirements for waste receptacles and ground-mounted mechanical/electrical equipment.

(This space intentionally left blank)

CITY OF BIRMINGHAM

ORDINANCE NO. _____

THE CITY OF BIRMINGHAM ORDAINS:

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF BIRMINGHAM:

TO AMEND ARTICLE 4, SECTION 4.54, SCREENING STANDARDS, TO AMEND DUMPSTER SCREENING REQUIREMENTS.

-
- A. Purpose: The purpose of this section is to require a barrier, capable of containing noise, vehicular lights, visual disarray, debris and other factors detrimental to the health, safety and welfare of the community, between an open parking station, outdoor storage, dumpsters and adjacent properties. Flexibility in the materials, size, height and placement of walls is permitted in order to allow architectural harmony and usable open space and to accomplish a unified design.
- B. Screenwall Descriptions: Screenwall as required by this section shall mean:
1. When required along a street line, alley, passage or mixed passage, a masonry wall with an exterior face of brick, precast aggregate panels, sculptured block, stone, architecturally treated concrete or other materials acceptable to the Planning Board which are demonstrated to be durable, easily maintained, and provide a similar permanent visual barrier.
 2. When required, a screenwall of capped masonry.
 3. Screenwalls shall be so constructed that the lower 32 inches in height, as measured from the finished parking lot surface, or ground surface on the outside of the screenwall, whichever is higher, shall be solid. Openings above 32 inches may be permitted provided the intent of the Zoning Ordinance is maintained and further provided the openings are not larger than 64 square inches and do not exceed 33% of the surface of the screenwall.
 4. Where a screenwall is adjacent to a vehicular or pedestrian accessway, the screenwall shall be so designed and constructed as to not constitute a hazard to vehicular or pedestrian traffic.
 5. Screenwalls along a street shall be so designed as to not form a continuous barrier. Depending upon the length, location and ground contour, a break in the screenwall is required every 50 to 100 feet. Such break shall be a minimum of 10 feet long. A screening wall of a material permitted under Section 4.54(C)(1) shall be constructed for the full length of the required break and shall be located a minimum

of 2 feet to either the front of or the rear of the principal screenwall. The Planning Board may, upon Site Plan Review, require the screenwall spanning the break to be attached to the principal screenwall. Landscaping is required in any area created on the street side of the screenwall by the required break and shall be subject to the requirements of Section 4.54(D)(1).

6. When required along the front, side or rear of any building, a masonry screenwall shall match or complement the exterior of the building.
7. When required along the side or rear lot line of any parking facility which immediately adjoins the rear lot line of property located in a residential zone, a masonry screenwall of 6 feet. When required along the side or rear lot line of any parking facility which adjoins an alley or passage adjoining the rear line of property located in a residential zone, a masonry screenwall of 3 feet.
- ~~8. When required to screen a trash receptacle or ground-mounted mechanical or electrical equipment, a masonry screenwall with wood gates. The screenwall shall match the material of the principal building.~~
- 8. When required to screen ground-mounted mechanical or electrical equipment, a screenwall constructed of high quality and durable materials rated for exterior use such as masonry, wood, wood composite, metal or other materials acceptable to the Planning Board, the height of which shall match the height of the unit(s) being screened.**
- 9. When required to screen a solid waste receptacle a screenwall that is designed to be durable, easily maintained, and provide a complete and permanent visual barrier. Screenwalls for solid waste receptacles shall meet the following requirements:**
 - a. Screenwalls shall measure at least 6 feet in height, or equal to the height of the receptacle(s) being screened, whichever is greater around all sides of the screening enclosure, including the side for access.**
 - b. Screenwalls shall be constructed of capped masonry with access gates constructed of high quality and durable materials rated for exterior use such as, wood, wood composite, metal or other materials acceptable to the Planning Board. Flexibility in materials on screenwall areas 6 feet and above may be granted by the Planning Board during Design Review. Screenwall materials shall complement the material of the principal building;**
 - c. The standards outlined in [Chapter 90](#) of the Birmingham City Code shall apply to all waste receptacles in the City of Birmingham.**

C. Screening Requirements: Screening shall be placed as follows:

1. Along the side or rear line of any parking facility which immediately adjoins the side line of property zoned to a residential district under the Zoning Ordinance, provided that the screenwall along the side of a parking facility located in the parking district shall not extend further than the front setback area of the abutting residential district.
2. Along the side or rear lot line of any parking facility which immediately adjoins the rear line of property located in a residential district.
3. Along the front or side of any parking facility that abuts a street, alley, passage or mixed passage.
 - a. When the property being utilized for the parking facility is zoned residential, the screenwall shall be placed along the setback line.
 - b. When the property being utilized for the parking facility is zoned parking, and abuts a residential district, the screenwall shall be placed along the setback line applicable to the abutting residential district.
 - c. When the property being utilized for the parking facility is zoned to a business or industrial district, and abuts a residential district, the screenwall shall be placed along the setback line applicable to the abutting residential zoning for that district.
 - d. When the property being utilized for a parking facility is zoned to a business or industrial district, and abuts business or industrial district, the screenwall shall be placed along the setback line; however, upon review of the Site Plan, the Planning Board may approve an alternate location for the screenwall in order to maximize the screening effect of the parking facility, or may modify the screenwall requirement by approving an evergreen screen in its place.
4. Along the front, side or rear of any parking facility underneath a building which is visible to the general public in a manner which screens the parking from public view.
5. Adjacent to ground-mounted mechanical or electrical equipment which is visible to the public in a manner which obscures the receptacle and equipment from public view.
6. In the B2B district, along the side or rear lot line of any parking facility located on the side of the building in the B2B district and immediately adjoining the rear line or an alley adjoining the rear line of property located in a residential district.
7. In all multiple-family districts and all office and business districts, the screening of trash containers shall be required ~~and shall be constructed of 6-foot masonry~~

~~screenwall with a gate. All materials shall match or complement the exterior of the building.~~

8. Rooftop mechanical and other equipment shall be limited, positioned and screened to minimize views from adjacent properties and public rights-of-way.
 - a. To minimize the visual impact of such equipment from adjacent elevated views all rooftop mechanical equipment and associated screening must be removed if:
 - i. The equipment is inoperable and not serviceable; or
 - ii. The equipment is obsolete and not in service, or
 - iii. The equipment is not being utilized for its intended purpose.
 - b. To minimize the visual impact of such equipment from other points of observation, rooftop mechanical and other equipment shall be obscured by a screenwall composed of materials compatible with the building or by landscaping demonstrated to provide an effective permanent visual barrier.
 - c. Any screenwall barrier:
 - i. Shall, to the best extent possible, not extend above the top edge of an imaginary plane extending upward no more than 45 degrees from the eave line; and
 - ii. Shall not exceed 10 feet in height.
 - iii. For buildings sharing a lot line with a building of the same or greater height, such rooftop screenwalls are not required to be set back from the main building wall along the common lot line.

D. Miscellaneous Screening Requirements:

1. When screening is placed along a front setback line, the resulting front yard shall be void of all parking and storage and shall be planted and otherwise landscaped and maintained by the owner.
2. Any driveway furnishing access to a parking facility shall be considered as part of the parking facility for the purposes of the Zoning Ordinance.
3. Where two parking facilities adjoin each other and the common boundary is either a side or rear line, no screening is required along the line common to both parking facilities.

4. All screenwalls shall be maintained in good order. Plant materials in vegetative screenwalls shall be maintained in a healthy condition. Dead or diseased plant materials shall be replaced with healthy materials of like size and kind.
- E. Review: The design, height and location of all screening shall be reviewed by the Planning Board.

ORDAINED this _____ day of _____, 2023 to become effective 7 days after publication.

Therese Longe, Mayor

Alex Bingham, City Clerk



MEMORANDUM

Planning Division

DATE: November 8, 2023

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Mixed Use Requirements

As development applications have increased in the Triangle District of Birmingham, the Planning Board has expressed concerns over the proportions of mixed use buildings, specifically as it relates to the opportunity for bonus stories.

In the Triangle District, buildings or portions of buildings that are 100 feet or more from a single-family residential zoning district may have additional building where 2 or more of the following are provided as part of the development:

1. A multi-level parking structure that offers parking available to the public at the rate of one parking space available to the public for every 300 square feet of building floor area allowed in the additional stories. Where additional building height is proposed without additional stories, then the parking shall be based upon the building floor area in the top floor. The applicant may provide payment-in-lieu to the City for construction of parking in a public parking deck at an offsite location. Parking rates will be calculated as follows:
 - a. The rate of \$27,500 per space to match the current cost per above-ground structured parking space in 2018.
 - b. Starting July 1st, 2019, the rate of payment per parking space shall be increased by 3 percent each year.
2. Dedication of an improved public plaza with an area that is at least equal to 25% of the additional floor area of building area allowed in the additional stories. Where additional building height is proposed without additional stories, then public plaza space shall be based upon 25% of the building floor area on the top floor. The location and design of the plaza shall be approved by the Planning Board and shall be in accordance with the Triangle District Urban Design Plan.
3. **A mixed use building that provides residential dwelling units above first-floor commercial where a mini- mum of 50% of the buildings floor area is residential.**
4. Leadership in Energy and Environmental Design (LEED) building design, accredited based upon the rating system of the United States Green Building Council.

5. Transfer of development rights for additional floor area that zoning would permit on a site containing an historic building or resource designated under Section 127 of the Birmingham Code. The development rights shall be dedicated through recording a conservation easement on the designated historic resource, which shall be reviewed and approved by the Historic District Commission.

Using figures from recent development proposals, the percentage of commercial area provided has been less than 5 percent of total gross floor area, and in one case less than 2 percent. While the requirement noted above contains a clear percentage threshold for residential floor area, it does not address the commercial floor area.

Study Session #1

On August 9, 2023 ([Agenda](#) – [Minutes](#)), the Planning Division provided draft ordinance amendments for discussion at the Planning Board level. The amendment added a percentage required for commercial uses alongside the minimum residential percentage. During the discussion, it was determined that adding a simple broad percentage may not address the issue fully in that it would not meet what the Planning Board felt was the intent of the [Triangle District Urban Design Plan](#). The Planning Board directed the Planning Division to explore percentage requirements for the first floor excluding parking, frontage lines, and the type of commercial uses that the City would prefer to see in these spaces.

Study Session #2

On September 13, 2023 ([Agenda](#) – [Minutes](#)), the Planning Division revised the proposed ordinance language to better capture the intent of the changes requested in terms of activation, and provided more clarity on where/what the commercial space would be, and what size the commercial space should be. The Planning Board revisited the LEED incentive and expressed some desire to improve that condition while we have the ordinance language open.

Study Session #3

On October 11, 2023 ([Agenda](#) – [Minutes](#)), the Planning Board reviewed revisions that made an attempt to define what activation means in the spirit of the Triangle District Urban Design Plan, and what we should be looking for on the ground floors of buildings in the Triangle District. The Planning Division also provided data on the composition of the first floors of the recent developments in the Triangle District for consideration. During the discussion, the Planning Board requested revisions to try to promote activity rather than focus on specific uses or percentages, especially along the streets of Adams, Haynes, Bowers, Woodward and Maple. In addition, the LEED provision were further discussed in terms of usefulness and enforceability. Ultimately, the Planning Division asked for another opportunity to further analyze the LEED condition as it relates to the concerns expressed by the Planning Board.

Study Session #4

At this time, the Planning Division has researched LEED certification further, and has spoken to several LEED professionals to better understand the different challenges that relate to this specific ordinance requirement. At this point, the concerns may be summarized into two main categories: *certification level* and *enforceability*.

Certification Level: It has been stated several times that the base-level LEED certification ("LEED Certified") is too similar to current codes to warrant the issuance of up to two additional bonus stories for developments in the Triangle District. Even the second level

of certification, LEED Silver, may not provide enough of a public benefit to earn the same two “bonus” levels. However, LEED certifications of Gold and/or Platinum do seem to pull away from the base-level codes and provide a development with a greater opportunity to reduce a buildings energy sage and enhance the natural environment. This is directly correlated to the Triangle District Urban Design Plan and its goal to encourage sustainable development. The Planning Division does understand that there is a significant cost to LEED certification in both time and capital, but was reassured by LEED professionals that the benefits, both to the developer and the City, could be worth the investment with the two bonus stories. As noted in the previous study session, the various LEED certification levels are based on points accumulated from the [LEED Checklist for Building Design and Construction](#).

Enforceability: The Planning Division acknowledges the uniqueness of LEED certification as it relates to the other requirements in that a developer cannot achieve certification until the building has been constructed. The Planning Division also has learned and acknowledges that LEED certification may not come immediately, and that it could take 1-2 months post-construction in a best-case scenario to finish the requirements for certification to be able to submit to the City. That being said, there may be mechanisms for the Planning Division and Planning Board to ensure that LEED certification is being pursued, and that certification has been granted.

The solution to ensuring LEED certification could come in 3 phases. First, the applicant would outline their plans for certification to the Planning Board at Community Impact Study and Preliminary Site Plan Review. Once accepted/passed, the conditions for bonus stories chosen by the applicant would be included in the conditions of approval. When the applicant applies for building permits, the permits would only be issued by the Planning Division with a signed affidavit from the applicant expressing their understanding of the requirements and the expectations of the Planning Board. Finally, the City could withhold a full certificate of occupancy (issuing a temporary certificate of occupancy) until the applicant furnished a full certificate of completion.

Sample Motion Language

I move that the Planning Board set a public hearing date of December 13, 2023 to review amendments to Article 3, Section 3.08(E) of the Zoning Ordinance.

CITY OF BIRMINGHAM

ORDINANCE NO. _____

THE CITY OF BIRMINGHAM ORDAINS:

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF BIRMINGHAM:

TO AMEND ARTICLE 3, SECTION 3.08, HEIGHT AND PLACEMENT REQUIREMENTS, TO ADD COMMERCIAL FLOOR AREA REQUIREMENTS TO BONUS HEIGHT PROVISION.

- E. Additional Building Height: Buildings or portions of buildings that are 100 feet or more from a single-family residential zoning district may have the additional building height (in number of stories and/or feet of height) noted in Section 3.08B, Section 3.08C, and Section 3.08D where 2 or more of the following are provided as part of the development. Additional stories shall be stepped back at a 45-degree angle from the top story allowed by right without the height bonus.
1. A multi-level parking structure that offers parking available to the public at the rate of one parking space available to the public for every 300 square feet of building floor area allowed in the additional stories. Where additional building height is proposed without additional stories, then the parking shall be based upon the building floor area in the top floor. The applicant may provide payment-in-lieu to the City for construction of parking in a public parking deck at an offsite location. Parking rates will be calculated as follows:
 - a. The rate of \$27,500 per space to match the current cost per above-ground structured parking space in 2018.
 - b. Starting July 1st, 2019, the rate of payment per parking space shall be increased by 3 percent each year.
 2. Dedication of an improved public plaza with an area that is at least equal to 25% of the additional floor area of building area allowed in the additional stories. Where additional building height is proposed without additional stories, then public plaza space shall be based upon 25% of the building floor area on the top floor. The location and design of the plaza shall be approved by the Planning Board and shall be in accordance with the Triangle District Urban Design Plan.
 3. A mixed use building that provides residential dwelling units above first-floor commercial where a minimum of 50% of the buildings floor area is residential. **For all buildings with frontage on Adams, Maple, Haynes, Bowers and**

Woodward, the first floor must be commercial at a minimum depth of 20 ft. from the frontage line.

4. Leadership in Energy and Environmental Design (LEED) building design, accredited based upon the rating system of the United States Green Building Council, **at a level of Gold or higher. To ensure that LEED certification is achieved, the applicant must provide the following:**
 - a. **A draft LEED checklist for review by the Planning Board at Community Impact Study and Preliminary Site Plan Review;**
 - b. **At the Building Permit phase, an updated checklist and signed affidavit demonstrating an understanding of the requirement as it relates to additional building height and the issuance of a full Certificate of Occupancy;**
 - c. **A completed and verified certificate of accreditation before a full Certificate of Occupancy will be granted.**
5. Transfer of development rights for additional floor area that zoning would permit on a site containing an historic building or resource designated under Section 127 of the Birmingham Code. The development rights shall be dedicated through recording a conservation easement on the designated historic resource, which shall be reviewed and approved by the Historic District Commission.

ORDAINED this _____ day of _____, 2023 to become effective 7 days after publication.

Therese Longe, Mayor

Alex Bingham, City Clerk



MEMORANDUM

Planning Division

DATE: November 8, 2023

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Project Updates & Information

The following report contains the most recent updates on projects that have completed by the Planning Board and are on to the next steps of approval. In addition, other significant development-related projects that have been reviewed or embarked upon by boards/commissions such as the Historic District Commission, Design Review Board, Multi-Modal Transportation Board, or similar bodies have been included for reference as well.

Site Plan & Design Reviews

- 2159 E. Lincoln – Lincoln Yard – Under construction
- 34965 Woodward – Peabody Redevelopment – Permitting, numerous extensions requested
- 35001 Woodward – Land lease executed by City Commission/Design development, site plan extension granted on October 11, 2023.
- 707 S. Worth – Under construction
- 2225 E. 14 Mile – Our Shepherd – Under construction
- 36877 Woodward – Gasow Veterinary Hospital – Under construction
- 243 Merrill – La Strada – Permitting/Construction
- 320 Martin – Birmingham Post Office – Design Development
- 185 N. Old Woodward – Bell Bistro – Permitting
- 460 N. Old Woodward – Wilders – Under construction
- 295 Elm St. – Forest Townhomes – Design Development
- 34350 Woodward – Fred Lavery Porsche – Public Hearing at the City Commission was tabled by the City Commission to afford the applicant and City Staff time to work out any issues. No new public hearing date set at this time
- 479 S. Old Woodward – Birmingham Tower – Permitting, foundation permit issued.
- 245 S. Eton – Big Rock – Permitting and interior demolition
- 33866 Woodward – Polestar – Permitting/Design development

Ordinance Amendments/Master Planning

- Health Club/Studio Use in B4 Zone – Public Hearing set at City Commission for November 13, 2023.

Non-Planning Board Projects

- 185 Oakland – Belfor – Façade renovations, design development.
- 33680 Woodward – Petrucci Studio – Façade renovations, permitting.
- 163 W. Maple – Seven Daughters – Façade renovations, postponed indefinitely.
- 138 W. Maple – Blakeslee Building – Façade renovations.
- 172 N. Old Woodward – National Bank Building – Façade renovations.
- 120 W. Maple – Ford Building – Façade renovations
- 151 N. Eton – Façade and screening improvements

- Citywide Wayfinding and Signage Design Program Update –
- Historic Preservation Master Plan – In progress.

Sustainability & Climate Action Plan/Greenhouse Gas Emissions Inventory

- Next meeting – November 20, 2023
- Remaining planned Public Engagement
 - Board/Commission Reports
- Greenhouse Gas Emissions inventory – In progress
- Sustainability and Climate Action Plan – In progress



BOARD OF COMMISSIONERS

**1200 N. Telegraph Road
Pontiac, MI 48341-0475**

**Phone: (248) 858-0100
Fax: (248) 858-1572**

October 19, 2023

Brent Savidant, Community Development Director
City of Troy
500 W. Big Beaver R.,
Troy, Michigan 48084

Dear Mr. Savidant,

On Tuesday, October 17, 2023, the Oakland County Coordinating Zoning Committee (CZC) held a meeting and considered the following Master Plan Update:

**City of Troy Master Plan Update
(County Code Master Plan No. 23-03)**

The Oakland County Coordinating Zoning Committee, by a 3-0 vote, endorses the Oakland County Economic Development, Planning & Local Business Development's staff review of the Master Plan Update. The staff review finds the proposed Master Plan changes to be **not inconsistent** with adjacent communities of Bloomfield Township, the City of Birmingham, the City of Clawson, the City of Madison Heights, the City of Rochester Hills, the City of Royal Oak in Oakland County as well as the City of Sterling Heights in Macomb County and the oblique (corner) communities of the City of Auburn Hills in Oakland County, Shelby Township, and the City of Warren in Macomb County. A copy of the staff review is enclosed.

***Please Note: The CZC meeting date as stated in the original review was moved to October 17th in lieu of October 25th due to a scheduling conflict and potential issues with having a quorum. ***

The proposed [DRAFT Plan Troy 2040](#) (Master Plan) is available through the City of Troy's website. Adjacent communities and other reviewing jurisdictions have been copied and are listed on the back of this letter. Please contact the City of Troy regarding the final adoption process.

If further documentation is necessary regarding the CZC meeting, the official minutes of the October 17, 2023, meeting will be available following the next scheduled CZC meeting on November 8, 2023. Draft meeting minutes are available upon request. If you have any questions regarding the review, please do not hesitate to contact me directly at (248)858-0389 or krees@oakgov.com.

Sincerely,

Scott E. Kree | Senior Planner
Oakland County Economic Development
Planning & Local Business Development

(CC'd recipients are listed on the next page)

CC: Gwen Markham, Oakland County Commissioner, CZC Chair
Yolanda Smith Charles, Oakland County Commissioner, CZC Vice-Chair
Phil Weipert, Oakland County Commissioner, CZC Member
Dave Woodward, Oakland County Commissioner, District 1
Penny Luebs, Oakland County Commissioner, District 2
Gary McGillivray, Oakland County Commissioner, District 3
Benjamin Carlisle, Planning Consultant at Carlisle | Wortman & Associates for the City of Troy
Stephen Cohen, City of Auburn Hills Community Development Director
Nicholas Dupuis, City of Birmingham Planning Director
Patricia Voelker, Bloomfield Township Director of Planning, Building & Ordinances
Nik Stepnitz, City of Clawson Director of Community Development / Assist. City Mngr.
Giles Tucker, Madison Heights Economic & Community Engagement Supervisor
Sara Roediger, Rochester Hills Planning Manager
Joseph Murphy, City of Royal Oak Planning Director
Jake Parcell, City of Sterling Heights City Development Manager / Assistant City Planner
Ronald Wuerth, City of Warren Planning Director
Julijana Misich-Rasaweher, Shelby Township Planning Director
Vicky Rowinski, Macomb County Director of Planning & Economic Development
Brad Knight, RCOC Director of Planning & Environment
Dan Butkus, WRC Engineering Technician, Plan Review & Permitting Unit
Cheryl Bush, Oakland County Manager Aviation & Transportation
Lori Swanson, Oakland TSC-MDOT Manager
Adelaide Pascaris, ITC Area Manager
Jennifer Whitteaker, DTE Regional Manager
Lauren Royston, Consumers Energy Community Affairs Manager
Michael Spence, SEMCOG Administrator of Governmental Affairs
CN Rail

October 7, 2022

Commissioner Gwen Markham, Chairperson
Oakland County Coordinating Zoning Committee
1200 North Telegraph Road
Pontiac, MI 48341

SUBJECT: County Code No. MP 23-03, Oakland County Department of Economic Development, Division of Planning & Local Business Development's staff review of the draft Plan Troy 2040 Master Plan Update.

Dear Chairperson Markham and Committee Members:

On September 6, 2023, the Oakland County Department of Economic Development (OCED), Division of Planning & Local Business Development (PLBD) received a mailed letter from the City of Troy (dated August 29, 2023) that initiated the review and comment period for the proposed Draft **Plan Troy 2040 Master Plan Update, (County Code Master Plan No. 23-03)**. Under the Michigan Planning Enabling Act, Oakland County, adjacent municipalities, and other jurisdictional authorities have 63 days to submit comments on Master Plan updates.

This review of the Draft Master Plan will go before the Oakland County Coordinating Zoning Committee (CZC) on October 25, 2023, which falls within the community's specified comment period. It is assumed that adjacent communities were notified about the proposed Draft Master Plan and review period by the City of Troy. The Draft Master Plan can be found at: [CityOfTroy_MasterPlan2040_2023-8-25\(1\).pdf](#)

Staff Recommendation

Based on the review of the surrounding communities' master plans, the Draft *Plan Troy 2040 Master Plan* is **not inconsistent** with the plan of any city, village, or township that received notice of the draft plan. Oakland County has not prepared a countywide development plan, so there is no countywide plan with which to compare the draft amendment. Following is an analysis and summation of the Draft Master Plan update.

Select Summary Analysis of Content

The information included herein represents a summarized analysis of the proposed draft *Plan Troy 2040 Master Plan*. Select sections are highlighted in this review with a focus on changes to borderline conditions and future land uses. County Planning staff last reviewed changes to the community's Master Plan in 2016. The existing Master Plan is referenced as the 2015 plan which was adopted in 2016. Due to Troy being a mostly "built-out" community, much of the proposed document continues to promote relevant goals and objectives from past Master Plans. The City of Troy shares a border with seven (7) adjacent communities which include Bloomfield Township, the City of Birmingham, the City of Clawson, the City of Madison Heights, the City of Rochester Hills, the City of Royal Oak in Oakland County as well as the City of Sterling Heights in Macomb County. Additionally, three (3) communities have oblique (corner) shared borders which include the City of Auburn Hills in Oakland County, Shelby Township, and the City of Warren in Macomb County. The City of Troy is currently the largest populated city in Oakland County and shares borders with some of the largest populated communities in the State of Michigan.

Public Engagement

The city held targeted public input opportunities for the Master Plan update per the information provided in Chapter 1. The plan also continues to utilize and reference relevant data gathered from past public engagement and community participation sessions of 2008 through 2015, including the *Troy Vision 2020* documented information. The public engagement opportunities conducted in 2021 through 2022 were focused on the visions and policies for the "Neighborhood Nodes" that have been present and established in past plans. Per the *Community Participation* portion of Chapter 1 (page 16/ 9 pdf), online and paper surveys were made available to residents and stakeholders. Input was gathered from over 1,650 participants in the spring of 2021. Additionally, the city offered six (6) specific walking tours called *Neighborhood Node Walk & Talks*. The information gathered included aspects of the "Nodes" density, design, zoning, inclusion of open spaces, environment, and landscaping. A Steering Committee with a focus on the "Nodes" of the City was created and consisted of four (4) members of the Planning Commission that met three (3) times throughout the Master Plan Update process to review and report on the outcome and findings of the public engagement process related to the Nodes.

Transportation, Infrastructure & Sustainability

The automobile and the road system promoted the expansive growth of the City of Troy starting in the 1960's. Transportation continues to be an important topic for the city which is prominent throughout the proposed Master Plan and the plans that came before it. The city maintains multiple modes of transportation (automobile, air, rail) and transportation hubs, notably the Troy Transit Center. The Thoroughfare Plan, promoted in Chapter 5, addresses mobility needs and utilizes access management, complete streets, non-motorized systems, and transit-oriented development/hubs as goals in connecting residents and workers to a regional system for unlimited and unrestricted access. The *Big Beaver Corridor Study* continues to support cross-plan discipline within the draft Master Plan as it is referenced many times. The city continues to maintain over 500 miles of sidewalks and 364 miles of road in cooperation with the Road Commission for Oakland County (RCOC). The plan promotes the continuation of the city's ongoing participation in *Faster And Safer Travel Through Routing and Advanced Controls* (FAST-TRAC) through the RCOC and its involvement with the *Suburban Mobility Authority of Regional Transit* (SMART) as the SMART Oakland Terminal is located within the City of Troy.

Thoroughfare Plan



The plan continues to promote and protect infrastructure through investment, coordination, and innovation. Water quality efforts promoted in Chapter 6 of the plan feeds into the environmental sustainability portion of the plan in Chapter 7. The plan has updated the capacity and services utilized through the *Detroit Water and Sewage Department* (DWSD). Since 2015, the miles of water main in the city has increased from 500 to 550 miles of pipe. Additionally, the number of fire hydrants have increased from 5,300 to 6,100 and the number of water meters have grown from 26,000 to 29,000. The plan promotes coordination with the DWSD, Oakland County Drain Commissioner, and State of Michigan. Water quality remains important to the city in its efforts to provide safe and healthy services.



In support of infrastructure protection, quality and maintenance of these systems, the plan promotes sustainable growth through defined "Low Impact Development" (LID) which respects the preservation and enhancement of existing natural features while supporting urban and brownfield redevelopment. Redevelopment initiatives include transportation options (as identified in Chapter 5), green building designs, urban form/neighborhood design, waste water reduction, sustainable design, EV charging

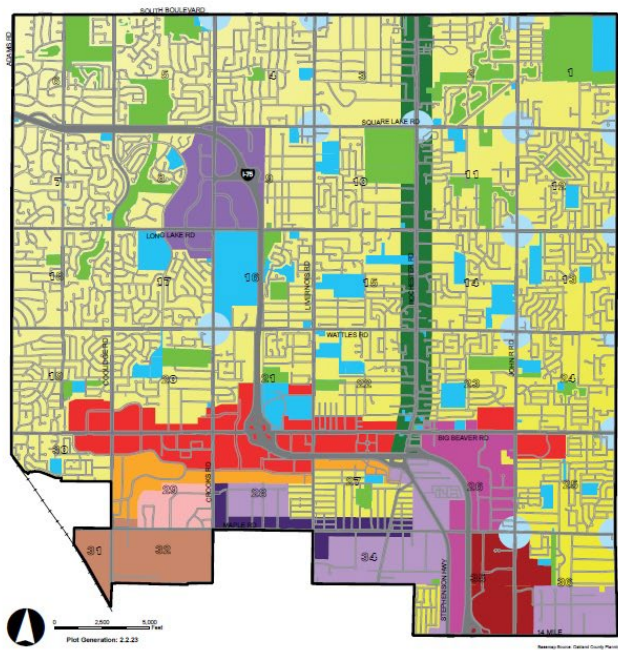
options, and adaptive reuse. An emphasis on *Leadership in Energy and Environmental Design* (LEED) Green Building Rating System continues to be a tool the city uses for new or revitalization projects. Changes in office building use following the Covid-19 Pandemic have created flexibility in adaptive reuse options for the city and property owners. Troy and Southfield have the most office square footage available in Oakland County. Starting in late 2022, Troy is in the process of completing or approving multiple projects that rehabilitate existing, empty office buildings to residential apartments, condos, and other mixed uses along the Big Beaver Corridor. The flexibility in the future land use plan and the opportunity to utilize built structures, which keeps materials out of landfills while helping to provide more missing middle housing (per Chapter 8), promotes sustainability, and will benefit the city of Troy well into the future.

Land Patterns

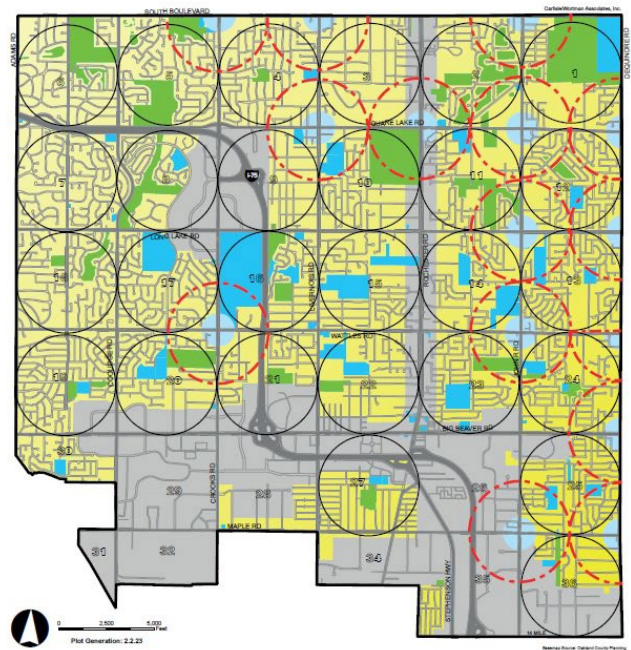
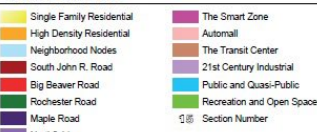
Chapter 9 *Land Patterns: City Design and Image*, continues to expand the forecast of future land uses to nodes, corridors, and sections, rather than as site specific. However, within each area there remain future development

City of Troy, Michigan

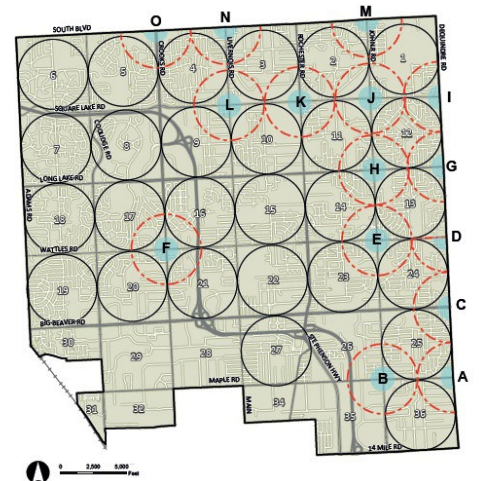
Master Plan 2040



Future Land Use



Neighborhoods



Economic Nodes



guides, goals, and objectives as to how the plan intends to shape select areas throughout the city. The proposed Future Land Use (FLU) plan, when compared to the FLU plan of 2015-2016, has few changes. There are no proposed changes to future land uses at any of the city's borders or the description of the land uses that are adjacent to any other community as shown on the provided maps. However, there has been a reduction from 21 to 15 identified "Neighborhood Nodes" at major intersections. The proposed FLU Map and Neighborhood Maps are provided to the right and above (Chapter 9, pg. 86-87/44 pdf and pg. 93/47 pdf).

A majority of the objectives, facts, and design concepts have remained unchanged as compared to the 2015-2016 plan, however, information

has been expanded to be more inclusive of other use types that align with growth patterns and lessons learned in the fallout of the pandemic.

The plan has taken the opportunity to focus on select nodes with modeled concepts that promote sustainable/affordable housing options through density and mixed-use developments while incorporating design attributes and guidelines. Most notably at the Long Lake Rd. / Dequindre Rd. west side of the intersection (Node #G) and Long Lake Rd./John R. Rd. intersection (Node #H) are promoted within the Master Plan.



JOHN R & E LONG LAKE ROADS

The redesigned intersection includes a variety of elements which blend in to the surrounding neighborhood, including:

1. Duplexes
2. Two- to three-story mixed-use commercial and residential

3. A 1.2-acre neighborhood park
4. Curvilinear entry drive connecting Orchard Crest and Wilmet Drives
5. Two- to three-story townhomes along John R with rear facing garages
6. Reconfigured retail including existing pharmacy and new small scale retail tenants.

Node-wide design elements for residential:

- Direct pedestrian connections from residential to commercial uses and public sidewalks along the main corridor
- Multiple-row landscape edges provide buffer between land uses

■ ■ ■ FEMA Regulated Floodway (approximate)
 ■ ■ ■ Proposed park boundary

Special Area Plans

Chapter 10, *Special Area Plans* had few changes when compared to the 2015-2016 plan. The “Big Beaver Pedestrian” target area has been eliminated from the Special Area Plan section because many of the 2015 objectives have been implemented while other items have been captured in parts of Chapter 9 under the *Big Beaver Road: A World Class Boulevard* and *The Smart Zone: Big Beaver and Beyond* sections that are located in Chapter 9. Other *Special Area Plans* include a 1-mile section of the Rochester Road corridor, the Maple Road corridor from Coolidge Hwy to John R. rd., and an area identified as “North Troy” consisting of the Long Lake Rd./Crooks Rd. and Interstate 75 area.

These “Special Area Plans” remain unchanged. Priorities surround pedestrian access, traffic safety, and place making. The action plans and implementation strategies remain relevant as some of these specific project areas are currently and remain on a trajectory to follow the plan. Portions of these areas have realized the plan while the other areas within them are still pursuing goals and objectives set forth by this section.

Recommendations

As a function of this review, staff make recommendations in an effort to strengthen the plan so it can be further utilized as a tool for the community. The following recommendations for the Draft Master Plan are listed below:

1. Update Census information and dated measurables. The "City of Troy Facts" have been updated to reflect 2020 Census information but other areas in the plan have not been updated:
 - a. Confirm figure 3.1 has not changed (Chapter 3 pg. 28/15 pdf)
 - b. Consider using recent target/market area statistics and property/industry data in each of the *Special Area Plans* within Chapter 10. Most information is unchanged from the 2015 plan consisting of information from 2013 and 2015. This includes Oakland County Land Use/Property Data which was last updated in 2022. Please include the latest data by visiting: <https://www.oakgov.com/community/community-development/planning-services/current-and-future-land-use-maps-and-statistics> for the most recent information.
 - c. Reference the most current census information available and update the data provided under the "Oakland County" portion of Chapter 4 (pg. 45/23 pdf).
2. Incorporate the following recommendation to enhance *Chapter 5 City in Motion: Local and Regional Mobility*:
 - a. Correct conflicting information regarding number of SMART fixed service routes in the city "over 54" (under *Existing Conditions: Transit* pg. 49/25 pdf) as compared to SMART providing "over 41" fixed route services (SMART pg. 51/26 pdf).
 - b. Consider adding information pertaining to SMART's recently approved additional route(s) and stops, particularly along the Rochester Road corridor within the City of Troy (see map at right). Such serviced route(s) would start service in January of 2024. Coordinate with SMART staff to incorporate and update information pertaining to SMART services. SMART has additional information relevant to the City of Troy at: <https://www.smartbus.org/Services/Services-By-Community/Troy>
 - c. Add Oakland County Transit information pertaining to the approved 2022 Oakland County Public Transit Millage, programs, and resources that could be useful tools for the city's Master Plan. More information can be found at: <https://www.oakgov.com/community/oakland-transit>
3. Add Michigan Natural Features Inventory (MNFI) information in the draft Master Plan. In 2017, MNFI prepared an update to the county-wide data/maps. The City of Troy has designated *Priority II* and *Priority III* areas within the city limits which could help promote the plan's efforts to preserve the City's existing natural features and promote the sustainability initiative as defined in Chapter 3 and supported in Chapter 7, *Green City: Responsibility to Natural & Energy Resources*. Most of the areas in the MNFI data are located along waterways or related to floodplains that are part of the Gibson Drain, Lane Drain, or Ferry Drain systems that are tributaries to the Clinton River. Additionally other sites are located along the River Rouge watershed tributaries and floodplains within the city. Oakland County has online tools where MNFI Maps can be created: <https://oakgov.maps.arcgis.com> or please contact our staff if assistance is required in producing a map for the draft Master Plan.
4. Change the name of the *Michigan Department of Environmental Quality* (MDEQ), which is referenced in the proposed plan to the *Michigan Department of Environment, Great Lakes and Energy* (EGLE) as the State of Michigan changed that department's name in 2019.
5. Incorporate the following recommendation to enhance *Chapter 9 & Chapter 10*:
 - a. Future Land Use Categories labeled 75 through 103 do not correspond with the plan's numbering system or page numbers (Chapter 9: pg. 83/42 pdf).
 - b. Update the Neighborhood Nodes maps located throughout the plan (Chapter 9: pg. 89/45 pdf, Chapter 10: pg. 130/66 pdf and maps in Chapter 10 associated with the *Maple Road Special Plan Area*) to accurately account for the number of neighborhoods nodes and locations.
 - c. Reorganize, reference and/or change placement of "Neighborhood Node" renderings in the *Neighborhood Nodes: The Economic Neighborhood* and *High Density Residential : Housing*



Choice sections of Chapter 9. Computer generated renderings of select intersections that are titled: *Design Attributes / Guidelines* for Neighborhood Node "G" and "H" and the "City Gateway" renderings do not reference or directly correlate with text/maps before or after the renderings.

- d. Correct numbering issues pertaining to *Gateways, Assets, Opportunities, and Challenges* on maps for the *Rochester Road: Special Area Plan* (Chapter 10: pg. 70/138-139 pdf), *Maple Road: Special Area Plan* (Chapter 10: pg. 79/156-157 pdf), and *North Troy: Special Area Plan* (Chapter 10: pg. 95/188-189 pdf).
6. Incorporate a hazard mitigation plan or elements that could be used in a hazard mitigation plan. Oakland County's PLBD staff is making a deliberate effort to encourage communities to consider the natural and manmade hazards and associated risks to communities and integrate their hazard mitigation priorities and strategies into their Master Plans, when applicable. This is particularly relevant for hazard mitigation related to infrastructure, utilities, natural features, major assets, and historic districts/structures that may be added to the City's Capital Improvement Program if applicable or may represent FEMA (Federal Emergency Management Agency) eligible projects. Through FEMA, communities may be eligible for nationally competitive, annually awarded Building Resilient Infrastructure and Communities (BRIC) and Flood Mitigation Assistance (FMA) grants for planning and project work. Communities responding to and recovering from major disasters or emergencies declared by the President are also eligible for Public Assistance (PA) Funds for emergency work and permanent infrastructure projects. Mitigation opportunities resulting from declared disasters, specifically through the Hazard Mitigation Grant Program (HMGP), are a source of potential funding following major disaster declarations. The 2017 Oakland County Hazard Mitigation Plan is available online through the County's Homeland Security webpage at: <https://www.oakgov.com/community/emergency-management/need-to-know/disaster-planning/hazard-mitigation-plan>.
7. Oakland County's Neighborhood & Housing Development Division has created tools that could strengthen the City of Troy's goals to improve and continue to offer a diversified housing stock while promoting diversity and inclusion in the city's housing efforts. Please go to Oakland County's Neighborhood & Housing Development website: <https://www.oakgov.com/community/neighborhood-housing-development> for more information.

Oakland County Technical Assistance

A summary of programs offered by the Oakland County Economic Development Department that are relevant to the City of Troy has been included on the final page of this review.

Oakland County Technical Resources

Oakland County compiles existing and future land use statistics for the county as a whole and for each community using generalized land use definitions. These documents are included as reference and to provide a snapshot of the City's existing land use and development patterns.

Conclusion Summary

The draft *Plan Troy 2040 Master Plan* remains an all-encompassing and very complete document. The City of Troy remains one of the busiest cities in the county. The population continues to grow, which coincides with the City's ability to attract prominent businesses and keep standards of high education levels state-wide. The Master Plan continues to emphasize the need for pedestrian safety, neighborhood place making with use of nodes, safe and reliable transportation options/availability, and a preservation/protection of the natural features the City has. The plan is well written and has obtainable goals with the incorporation of other Troy Plans listed throughout. Information regarding stakeholders and the support provided through the public input sessions adds value to the plans vision and direction for the City of Troy.

Oakland County does not have a Planning Commission or County Master Plan, so a full comparison and contrast of the information to County-wide Plans is not possible. Our staff review of the proposed Master Plan and a cursory review of adjacent communities' Master Plans have found the City of Troy's Draft *Plan Troy 2040 Master Plan* to be **not inconsistent** with those plans.

Troy has received a copy of this review. Additional copies have been emailed to adjacent municipalities and other reviewing jurisdictions for their review and/or comments. On October 25, 2023, this review will go before the CZC which will consider a motion on the recommendation of the submitted draft Master Plan. If there are any questions or comments about this review and analysis, please do not hesitate to contact me at (248) 858-0389 or email me at krees@oakgov.com.

Respectfully,



Scott E. Kree | Senior Planner
Oakland County Department of Economic Development
Planning and Local Business Development Division

CC: Yolanda Smith Charles, Oakland County Commissioner, District 17 & CZC Vice-Chair
Phil Weipert, Oakland County Commissioner, District 13 & CZC Member
Dave Woodward, Oakland County Commissioner, District 1
Penny Luebs, Oakland County Commissioner, District 2
Gary McGillivray, Oakland County Commissioner, District 3
Brent Savidant, City of Troy Development Director
Benjamin Carlisle, Planning Consultant at Carlisle | Wortman & Associates for the City of Troy
Stephen Cohen, City of Auburn Hills Community Development Director
Nicholas Dupuis, City of Birmingham Planning Director
Patricia Voelker, Bloomfield Township Director of Planning, Building & Ordinances
Nik Stepnitz, City of Clawson Director of Community Development / Assist. City Mngr.
Giles Tucker, Madison Heights Economic & Community Engagement Supervisor
Sara Roediger, Rochester Hills Planning Manager
Joseph Murphy, City of Royal Oak Planning Director
Jake Parcell, City of Sterling Heights City Development Manager / Assistant City Planner
Ronald Wuerth, City of Warren Planning Director
Julijana Misich-Rasaweher, Shelby Township Planning Director
Vicky Rowinski, Macomb County Director of Planning & Economic Development
Brad Knight, RCOC Director of Planning & Environment
Dan Butkus, WRC Engineering Technician, Plan Review & Permitting Unit
Oakland County Airport
Lori Swanson, Oakland TSC-MDOT Manager
Adelaide Pascaris, ITC Area Manager
Jennifer Whitteaker, DTE Regional Manager
Brandon Hofmeister, Consumers Energy Senior VP of Government
Michael Spence, SEMCOG Administrator of Governmental Affairs
CN Rail

Oakland County Planning Resources

The Oakland County Department of Economic Development (OCED), Division of Planning & Local Business Development (PLBD) offers a variety of programs to support Oakland County communities with innovative programming and assistance to create attractive destinations in which to live, work and raise a family. The chart below details those programs offered by the PLBD (a division of the OCED). Current participation in these programs and opportunities for future involvement are noted on the right side of the chart. Additional information on all OCED programs can be found at www.oakgov.com/advantageoakland.

Program	Mission	City of Troy's Opportunities and Current Participation
Environmental Stewardship	Provide information, plans and options to promote conservation of the natural environment while supporting sustainable economic growth, development, and redevelopment.	The City of Troy supports development that is cognizant of natural resource protection and management. County staff members are able to act in a supporting capacity with grant application identification, open space protection, and sustainable development practices as requested.
Historic Preservation Assistance	Support local efforts to maintain and enhance architectural and heritage resources through sustainable practices to enrich the quality of life for all.	County staff is able to assist with potential design concepts for adaptive reuse of any historic structures within the community.
Land Use & Zoning Services	Prepare and provide land use, zoning, and Master Plan reviews for communities to enhance coordination of land use decision-making.	The City of Troy continues to send Master Plan Updates and Amendments to the County for review fulfilling the legislative requirements. Other coordination services are available upon request.
Trail, Water & Land Alliance (TWLA)	Become an informed, coordinated, collaborative body that supports initiatives related to the County's Green Infrastructure Network	The County fully supports the expansion of non-motorized facilities and protection of the natural environment. Oakland County can aid the community in non-motorized planning efforts through education and the identification of potential funding sources.
Brownfield Redevelopment Authority (OCBRA)	Provide assistance in the County's Brownfield initiative to clean-up and redevelop contaminated properties	The OCBRA can assist and coordinate with the State of Michigan Department of Environment, Great Lakes and Energy (EGLE, formally MDEQ) along with the Michigan Economic Development Corporation (MEDC), as needed, in an effort to prepare designated brownfields for redevelopment with the County's BRA.



AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY JANUARY 10, 2024 – 7:30 PM
151 MARTIN ST., CITY COMMISSION ROOM 205, BIRMINGHAM MI*

The City recommends members of the public wear a mask if they have been exposed to COVID-19 or have a respiratory illness. City staff, City Commission and all board and committee members must wear a mask if they have been exposed to COVID-19 or actively have a respiratory illness. The City continues to provide KN-95 respirators and triple layered masks for attendees.

- A.** Roll Call
- B.** Review and Approval of the Minutes of the Regular Meeting of **December 13, 2023**
- C.** Chairpersons' Comments
- D.** Review of the Agenda
- E.** Unfinished Business
- F.** Rezoning Applications
- G.** Special Land Use Permits
- H.** Community Impact Studies
- I.** Site Plan & Design Reviews
- J.** Study Session
 - 1. **The Birmingham Plan 2040**
- K.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - 3. Administrative Approval Correspondence
 - i. **December 3, 2023 – January 5, 2024**
 - 4. Draft Agenda – **January 24, 2024**
 - 5. Action List – **2024**
 - 6. Other Business
- L.** Planning Division Action Items
 - 1. Staff Report on Previous Requests
 - 2. Additional Items from Tonight's Meeting
- M.** Adjournment

*Please note that board meetings will be conducted in person once again. Members of the public can attend in person at Birmingham City Hall OR may attend virtually at:

Link to Access Virtual Meeting: <https://zoom.us/j/111656967>

Telephone Meeting Access: 877-853-5247 US Toll-Free

Meeting ID Code: 111656967

NOTICE: Due to Building Security, public entrance during non-business hours is through the Police Department—Pierce St. Entrance only. Individuals with disabilities requiring assistance to enter the building should request aid via the intercom system at the parking lot entrance gate on Henrietta St.

Persons with disabilities that may require assistance for effective participation in this public meeting should contact the City Clerk's Office at the number (248) 530-1880, or (248) 644-5115 (for the hearing impaired) at least one day before the meeting to request help in mobility, visual, hearing, or other assistance.

Las personas con incapacidad que requieren algún tipo de ayuda para la participación en esta sesión pública deben ponerse en contacto con la oficina del escribano de la ciudad en el número (248) 530-1800 o al (248) 644-5115 (para las personas con incapacidad auditiva) por lo menos un día antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).



AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY DECEMBER 13, 2023 – 7:30 PM
151 MARTIN ST., CITY COMMISSION ROOM 205, BIRMINGHAM MI*

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- A.** Roll Call
- B.** Review and Approval of the Minutes of the Regular Meeting of **November 8, 2023**
- C.** Chairpersons' Comments
- D.** Review of the Agenda
- E.** Unfinished Business
- F.** Rezoning Applications
- G.** Community Impact Studies
- H.** Special Land Use Permits
- I.** Site Plan & Design Reviews
 - 1. **720 S. Adams – Request for Preliminary Site Plan Review for New 5-Story Mixed-Use Building in the Triangle District (Postponed from October 25, 2023)**
- J.** Study Session
 - 1. **Mixed-Use Requirements – PUBLIC HEARING**
 - 2. **The Birmingham Plan 2040**
- K.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - 3. Administrative Approval Correspondence
 - i. **November 3, 2023 – December 3, 2023**
 - 4. Draft Agenda – **January 10, 2024**
 - 5. Action List – **2023/2024**
 - 6. Other Business
- L.** Planning Division Action Items
 - 1. Staff Report on Previous Requests
 - 2. Additional Items from Tonight's Meeting
- M.** Adjournment

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Planning Board Action List – 2023

Topic	General Goals	City Commission Directive?	Quarter	Status	
				In Progress	Complete
2040 Master Plan	Adopt a new comprehensive master plan.	☒	Ongoing	☐	☒
B1 Neighborhood Business Uses	Consider adding additional commercial permitted uses in the B1 zone.	☐	1 st (January-March)	☐	☒
Mixed Use Requirements	Consider changing the requirements for mixed use in the Triangle District.	☐	1 st (January-March)	☒	☐
Impervious Surface Definition	Clarify definition to promote the infiltration of storm water.	☐	2 nd (April-June)	☐	☐
Lighting Standards	Review lighting standards and study residential districts to reduce light pollution and nuisance.	☐	2 nd (April-June)	☐	☐
Health Club/Studio Use	Consider allowing health/fitness type activities in more areas of the City.	☐	3 rd (July-September)	☐	☒
Dumpster Enclosures	Expand the materials permitted/not permitted in dumpster enclosures.	☐	3 rd (July-September)	☒	☐
Definitions	Revisit key definitions to address any challenges presented and clean up verbiage to aid Planning Staff.	☐	4 th (October-December)	☐	☐

Next Up...

Topic	General Goals	City Commission Directive?	Quarter	Status	
				In Progress	Complete
Public Project Review	Place on joint meeting agenda to express concerns over the review process of public projects.	☐	-	☐	☐