



AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY MARCH 13, 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 **February 28, 2024**
- C.** Chairpersons’ Comments
- D.** Review of the Agenda
- E.** Meeting Open to the Public for Items Not on the Printed Agenda
- F.** Unfinished Business
- G.** Rezoning Applications
- H.** Community Impact Studies
- I.** Special Land Use Permits
- J.** Site Plan & Design Reviews
 - 1. **370 E. Brown (Formerly 294 E. Brown) – Site Plan Extension Request**
- K.** Study Session
 - 1. **The Birmingham Plan 2040 – Prioritization of Key Actions**
- L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - i. **300 S. Old Woodward – RH**
 - ii. **330 Hamilton Row**
 - 2. Communications
 - i. **Project Updates**
 - ii. **April Planning Board Meeting(s)**
 - 3. Administrative Approval Correspondence
 - i. **February 23, 2024 – March 8, 2024**
 - 4. Draft Agenda – **March 27, 2024**
 - 5. Action List – **2023/2024**
 - 6. Other Business
 - i. **Appointment to Ad Hoc Senior/Recreation Center Committee**
- M.** Planning Division Action Items
 - 1. Staff Report on Previous Requests
 - 2. Additional Items from Tonight’s Meeting
- N.** 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

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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
February 28, 2024
City Commission Room
151 Martin Street, Birmingham, Michigan

Minutes of the regular meeting of the City of Birmingham Planning Board held on February 28, 2024. The meeting was convened at 7:30 p.m.

A. Roll Call

Present: Chair Scott Clein, Vice Chair Bryan Williams; Board Members Robin Boyle, Stuart Jeffares, Daniel Share, Janelle Whipple-Boyce

Absent: Board Member Bert Koseck; Alternate Board Members Jason Emerine, Nasseem Ramin

Staff: Planning Director Dupuis; City Transcriptionist Eichenhorn

B. Approval Of The Minutes Of The Regular Planning Board Meeting of January 24, 2024

02-05-24

Motion by Mr. Williams

Seconded by Mr. Share to approve the minutes of the Regular Planning Board meeting of January 24, 2024 as amended.

Motion carried, 6-0.

VOICE VOTE

Yeas: Whipple-Boyce, Clein, Williams, Share, Boyle, Jeffares

Nays: None

C. Chair's Comments

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

D. Review Of The Agenda

E. Meeting Open to the Public for Items Not on the Printed Agenda

F. Unfinished Business/Courtesy Review

G. Rezoning Applications

H. Community Impact Study and Site Plan Review

I. Special Land Use Permits

- 1. 245 S. Eton – Big Rock – Public Hearing for Special Land Use Permit Amendment request for small addition to south side of building**

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

Mark Knauer, architect, spoke on behalf of the project and answered questions from the Board.

Board comments were as follows:

- The project team should not disregard the rear view of the building. Signage facing the train tracks describing the building might be beneficial; and,
- The careful revitalization of this historic building was worthwhile.

02-06-24

Motion by Mr. Share

Seconded by Mr. Williams to recommend for approval to the City Commission the Special Land Use Permit Amendment for 245 S. Eton – Big Rock – subject to the following conditions:

- 1. The applicant must gain Design Review approval from the HDC before the public hearing at the City Commission;**
- 2. The applicant provide for trash cans in the outdoor dining area locations approved by the Planning Department; and,**
- 3. The applicant must comply with the requests of all City Departments.**

Motion carried, 6-0.

VOICE VOTE

Yeas: Whipple-Boyce, Clein, Williams, Share, Boyle, Jeffares

Nays: None

J. Site Plan & Design Reviews

- 1. 245 S. Eton – Big Rock – Public Hearing for Final Site Plan & Design Review request for small addition to south side of building**

02-07-24

Motion by Mr. Share

Seconded by Mr. Williams to the Final Site Plan & Design Review for 245 S. Eton – Big Rock – as presented, subject to the same conditions as the Special Land Use Permit.

Motion carried, 6-0.

VOICE VOTE

Yeas: Whipple-Boyce, Clein, Williams, Share, Boyle, Jeffares

Nays: None

K. Study Session

- 1. The Birmingham Plan 2040 – Prioritization of Key Actions**

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

Board comments were as follows:

- One board member's previous comments regarding the draft memo to other boards were erudite;
- The draft memo to the other boards was well done;
- Recommending that the Commission deal with parking holistically as a policy issue would be beneficial;
- Planning Board priorities should include the property on the west side up to Quarton, the area between Lincoln and 14 Mile, aging in place, and ways of reducing Woodward's impacts on the City;
- Birmingham should seek to emulate Ferndale's successes with reducing Woodward's impacts;
- Some of the items on other boards' lists would include Planning Board involvement in the future as well;
- The Zoning Code Update - Further Study page should be reflected somehow on the Planning Board and Commission pages instead of being a separate page;
- The Commission should assign a board to study 'encourag[ing]' renovations to expand houses rather than constructing new homes' if it wants that topic explored;
- Much of the City's efforts regarding Woodward would benefit from the Planning Board's direct involvement. That process will require meetings between the Planning Board and the Multi-Modal Transportation Board;
- Adding a column listing all boards that will be involved on a given task would be useful;
- The Commission will need to determine how it wants the listed tasks to be accomplished, whether through the efforts of boards, staff, or other potential options; and,
- Staff deserved commendation for the work on this item.

L. Miscellaneous Business and Communications

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

02-08-24

Motion by Mr. Williams

Seconded by Mr. Share to have the March 13, 2024 meeting include site plans to the extent there are any and that the Board primary look at study sessions.

The Board recommended that there be a potential amendment to the Board's rules of procedure to allow for meetings with both site plans and study sessions at the discretion of the Board Chair.

Motion carried, 6-0.

VOICE VOTE

Yeas: Whipple-Boyce, Clein, Williams, Share, Boyle, Jeffares

Nays: None

M. Planning Division Action Items

a. Staff Report on Previous Requests

b. Additional Items from tonight's meeting

N. Adjournment

No further business being evident, the meeting was adjourned at 8:39 p.m.

A blue ink signature of Nick Dupuis, consisting of a stylized 'N' and 'D'.

Nick Dupuis, Planning Director

A black ink signature of Laura Eichenhorn, appearing as a cursive 'L' followed by a wavy line.

Laura Eichenhorn, City Transcriptionist

March 7, 2024

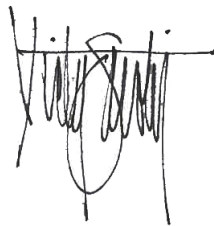
Nicholas Dupuis
Planning Director
City of Birmingham
151 Martin Street
Birmingham, MI 48009

Dear Nick,

We respectfully request an extension of one year for the Final Site Plan and Design Review for the property located at 370 East Brown Street. Our approval for the same is set to expire at the end of this month. Our Construction Documents are complete, and we have already submitted them for Demolition, Right of Way, and Building Permits.

The new ownership entity has closed on the property and holds the title. All shutoffs have been completed, and we've received clearance letters for all utilities. We plan to start construction once we receive our demolition permit in the next few weeks.

Thank you for your consideration and please let us know if you require any additional information.

A handwritten signature in black ink, appearing to read 'Victor Saroki', with a horizontal line drawn through the middle of the signature.

Victor Saroki, FAIA

cc: Mr. Ron Boji, The Boji Group



MEMORANDUM

Planning Division

DATE: March 13, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: The Birmingham Plan 2040 – Prioritization of Key Actions

On May 22, 2023 ([Agenda](#) – [Minutes](#)), the City Commission moved to adopt and approve in its entirety the Birmingham Plan 2040, inclusive of all maps, plats, charts, and other related matter, figures and the Future Land Use Map.

Once a master plan is adopted, the City is tasked with prioritizing and considering the recommendations of the plan through in-depth reviews. Within the Birmingham Plan 2040 ("2040 Plan"), the consultants consolidated and categorized nearly 130 recommendations located throughout the plan into 33 key actions. The consultants then prioritized the key actions based on their assessment of need and time horizon.

As the City moves forward with the implementation of the plan, it is key to remember that a master plan is not a static document. An annual review of a master plan is necessary to complete the following tasks. Every year, the Planning Board should:

1. Review goals and major recommendations.
2. Review action table and progress toward completing annual priorities.
3. Review prior year's rezoning and development decisions. Discuss if there are any trends that need to be addressed.
4. Identify any potential plan amendments to work on for the upcoming year that can be prepared and adopted then incorporated at a later date when the master plan is updated.
5. Identify any Zoning Ordinance updates to undertake in the coming year.

Performing the annual review and thoroughly documenting the process and the machinations of the master plan is essential when it comes to the master plan review after 5 years of adoption as required by the Michigan Planning Enabling Act. At 5 years, it should be determined whether any amendments are needed or whether the plan is still relevant to today's conditions. Generally, the goals, objectives and future land use plan should be carefully reviewed to contrast with current

development trends as well as any major changes or diversions from the plan that have taken place in order to consider whether the plan needs to be updated.

On December 13, 2023 ([Agenda](#)), the Planning Board discussed at a high level the Summary of Key Actions and how to begin the implementation of the Birmingham Plan 2040. Much discussion was had regarding an implementation framework and it was acknowledged that although the Planning Board does not have the direct authority to assign duties to other boards, commissions or staff members, it does have duties as listed in [Sec. 82-33](#) of the Birmingham Code of Ordinances to “carry out the goals, objectives and intent of the city's adopted master plan”, among other duties. It was also re-emphasized that each of these action items will be vetted in the public sphere at open meetings, and that the public engagement we invite would be focused on the merits of each recommendation and the work that stems from such rather than the merits of the 2040 Plan itself.

On January 10, 2024 ([Agenda](#) – [Minutes](#)), the Planning Division presented a reformatted version of the Summary of Key Actions table, which placed actions into separate tables based on which group would be the “primary” agent for that recommendation or action. The Planning Board and Planning Division discussed each of the tables and how interconnected a lot of the actions will be. Ultimately, the Planning Board requested that a few actions be moved to other sections.

On January 24, 2024 ([Agenda](#) – [Minutes](#)), the Planning Board reviewed the Summary of Key Actions tables with the few minor changes that were requested at the last meeting. In addition, the Planning Division provided a draft letter for review that would be sent around to other boards/commissions that have direct responsibilities related to the 2040 Plan.

On February 28, 2024 ([Agenda](#)) the Planning Division has made the requested changes to the Summary of Key Actions tables, and has provided a full suite of draft letters to be circulated to the various boards at which the actions will be ultimately assigned by the City Commission. In addition, the Planning Division has made an attempt to organize the “Zoning Code Update” into different buckets: one that could be handled by a consultant within a comprehensive update to the Zoning Ordinance, and one that could require more attention from the Planning Board.

Planning Board

Type	Title	Description	Where	In Progress	Notes
Policy	Zoning Code Update	Update the zoning code. The following goals are provided greater detail within the chapters listed. See additional goals under “Best Practice Recommendations” in the “Update the Zoning Code” section.		☐	
	Comprehensive	Focus on brevity, clarity, graphics, and aligning zones with Future Land Use categories.	2	☐	
		Consolidate zones and uses as much as is practical and ensure the updated document is legible, clear, and predictable	2	☐	
		Extend D2 zoning to the multi-family properties along the west side of Old Woodward up to Quarton.	4	☐	
		Modify the MX District to enable the urban development envisioned for the Rail District.	4	☐	
		Develop an Overlay Zoning District for the Lower Rail District that permits the existing, but somewhat improved condition to persist for the area south of Palmer Street.	4	☐	
		Create a zoning district to enable neighborhood destinations.	1	☐	
		Reduce the amount of open space required per unit for townhomes and multi-family.	2	☐	
		Adjust residential zone boundaries and standards to better match existing housing. Including a study of the city’s residential architectural styles and building types, their key characteristics, position on their properties, driveway configuration, age, and the areas where each common type is located.	3	☐	
		Review and update site, building, and design codes to prevent increased rainwater runoff and other negative impacts from new house construction.	3	☐	
		Consider age-in-place-friendly building regulations, such as grab-bars, ramps, and elevators in single family homes, with careful attention paid to the city’s architectural heritage.	3	☐	
		Address neighborhood lighting standards, including exterior residential lighting intensity and color temperature. See the International Dark Sky Association recommended standards.	3	☐	
	Further Study	Create a new zoning district or modify the transition zone districts to enable infill development of small homes, townhomes, duplexes, and small multi-family buildings, limited to buffer and activity district seams.	2	☐	
		Develop storefront design, signage, and other standards to retain the small-scale business character of Market North.	4	☐	
		Enable Accessory Dwelling Units (ADUs) in already compatible zones: MX, TZ1, TZ3, and R4 through R8. Study ADUs for additional locations within the city and the regulations necessary to ensure compatibility.	2	☐	
		Create subdivision and zoning standards to encourage redevelopment of the Adam’s Square shopping center.	1	☐	
		Establish zoning standards to encourage redevelopment of South Woodward Gateway properties.	4	☐	
		Establish zoning standards to enable Neighborhood Sleeves in the South Woodward Gateway	4	☐	
		Establish zoning standards to enable shared-use alleys, particularly in the South Woodward Gateway.	4	☐	

		Incentivize South Woodward Gateway redevelopment through increased zoning capacity, permitting housing, and reduced parking requirements.	4	☐	
New Plans	Woodward Safety & Beautification Plan	Create a Woodward Safety and Beautification Plan. The following goals are provided greater detail within the chapters listed.		☐	(This section shared with Planning Board)
		Improve Woodward crossings following best practices for pedestrians and cyclists.	1	☐	
		Study lane reduction and re-striping options for Woodward.	1	☒	
		Pursue a speed reduction on Woodward through legislative means.	1	☐	
		Plant a full and consistent tree canopy along the Woodward median throughout Birmingham, beginning with the northern and southern entries.	4	☐	
		Adjust Elm to meet Woodward perpendicularly.	1	☒	
		Adjust Worth to meet Woodward perpendicularly.	1	☐	
New Plans	North Old Woodward Streetscape	Develop a streetscape plan along North Old Woodward, up to Big Woodward, with a focus on adding on-street parking and pedestrian and bicycle amenities and improving safety	4	☐	
New Plans	Mixed-use Streetscape Plan	Create a streetscape improvement plan for the Triangle District and Rail District.	1	☐	
New Plans	Tree Canopy Improvement Plan	Create a Tree Canopy Improvement Plan. The following goals are provided greater detail within Chapter 3.		☐	
		Establish comprehensive policies for trees in streets and open spaces.	3	☐	
New Plans	Woodward Gateways Plan	Create a Woodward Gateways Plan to comprehensively address the three gateway areas along Woodward.		☐	
		Revisit and adopt plan components for the South Woodward Gateway Plan.	1, 4	☐	
		Create plan components for a North Woodward Gateway, including the future use of public land.	1, 4	☐	
		Create plan components a Downtown Gateway Plan for the Big Woodward and Maple intersection.	1	☐	
New Plans	Haynes Square Plan	Create a Haynes Square Plan which provides the details, timing, and funding for implementing Haynes Square recommendations.	1	☐	

Sustainability Board

Type	Title	Description	Where	In Progress	
Policy	Zoning Code Update	Update the zoning code. The following goals are provided greater detail within the chapters listed. See additional goals under “Best Practice Recommendations” in the “Update the Zoning Code” section.		☐	
	Comprehensive	Advance building sustainability in new construction, especially within the City’s mixed-use districts and for municipal buildings.	5	☐	
Programs & Boards	Sustainability Board	Establish a Sustainability Board to oversee the recommendations of this plan section and other future sustainability initiatives.	5	☒	
New Plans	Green Infrastructure	Create a Green Infrastructure Plan to address stormwater run-off and areas experiencing regular flooding.	5	☐	
New Plans	Sustainability Action Plan	Create a Sustainability Action Plan. The following goals are provided greater detail within chapter 5.		☒	
		Reduce environmental impacts of municipal operations	5	☐	
		Incentivize green building, renewable energy, and green landscaping.	5	☐	
		Expand recycling and composting	5	☐	
		Implement green stormwater practices in streets and parks.	5	☐	
		Support Rouge River Natural Area improvements.	5	☐	
		Implement other sustainability focused recommendations of this plan.	5	☐	
		Create a Hazard Mitigation Plan addressing the City’s future climate	5	☐	
		Increase inter-governmental cooperation around sustainability initiatives.	5	☐	
		Study the best path towards encouraging or requiring businesses reduce plastic and Styrofoam use.	5	☐	
New Plans	Rouge River Restoration Plan	Develop a plan to improve and maintain the Rouge River natural area. The following goals are provided greater detail within chapter 5.		☐	
		Inventory and analyze the Rouge corridor’s wildlife, ecology, natural systems, and pollution sources.	5	☐	
		Stabilize riverbanks, remove invasive species, reintroduce native ground covers, wildflowers, under-story, and canopy tree species.	5	☐	
		Mitigate potential pollution or chemical sources, including the existing Springdale snow storage dumping area.	5	☐	
		Work with area organizations and agencies to oversee, build support, and raise funding for the park’s enhancements.	5	☐	
		Work with other area and regional organizations and communities to improve the quality of the Rouge River watershed.	5	☐	
New Plans	Tree Canopy Improvement Plan	Create a Tree Canopy Improvement Plan. The following goals are provided greater detail within Chapter 3.		☐	
		Create 5-, 10-, and 15- year goals to expand tree canopy cover.	3	☐	

		Study the condition of neighborhood tree canopies in parks and private spaces and potential improvements.	3	☐	
		Require that trees removed due to construction be replaced, as well as mandatory contributions to fund new off-site trees.	3	☐	
		Prevent existing, healthy trees from being removed due to new construction.	3	☐	
		Survey areas with constrained root area and establish a plan to add additional soil volume.	3	☐	

Multi-Modal Transportation Board

Type	Title	Description	Where	In Progress	Notes
Policy	Zoning Code Update	Update the zoning code. The following goals are provided greater detail within the chapters listed. See additional goals under “Best Practice Recommendations” in the “Update the Zoning Code” section.		☐	
	Comprehensive	Adopt a policy requiring a minimum 6 foot clear path along the sidewalk throughout mixed-use districts.	4	☐	
New Plans	Woodward Safety & Beautification Plan	Create a Woodward Safety and Beautification Plan. The following goals are provided greater detail within the chapters listed.		☐	(This section shared with Planning Board)
		Improve Woodward crossings following best practices for pedestrians and cyclists.	1	☐	
		Study lane reduction and re-striping options for Woodward.	1	☒	
		Pursue a speed reduction on Woodward through legislative means.	1	☐	
		Plant a full and consistent tree canopy along the Woodward median throughout Birmingham, beginning with the northern and southern entries.	4	☐	
		Adjust Elm to meet Woodward perpendicularly.	1	☒	
		Adjust Worth to meet Woodward perpendicularly.	1	☐	
New Plans	Mixed-use Districts Parking Plan	Create a Mixed-use Districts Parking Plan. The following goals are provided greater detail within the chapters listed.		☐	
		Study bike parking and electric vehicle charging stations in garages.	4	☐	
Policy	Residential Street Standards	Update the Residential Street Standards, aligning the streetscape elements with Future Land Use categories. Update the Multi-modal Plan accordingly.	3	☐	
		Lower the posted speed on streets throughout town as much as possible.	3	☐	
Policy	Mixed-use District Streets	Adopt a policy requiring a minimum 6-foot clear path along the sidewalk be retained throughout mixed-use districts.	4	☐	
Existing Plan Updates	Multi-modal Plan Update	Update the Multi-modal Plan. The following goals are provided greater detail within the chapters listed. See additional goals under headings “Multimodal Plan Updates” and “Best Practice Recommendations for the Multimodal Plan” in Chapters 1 and 4.		☐	
		Address increased pedestrian activity anticipated in mixed-use districts that will grow in residential population.	1	☐	
		Support increased pedestrian activity on both sides of North Old Woodward and provide streetscape amenities.	4	☐	
		Complete gaps in sidewalks, add accessible corner ramps where not already specified, and replace street trees which are displaced by the process.	3	☐	
		Address recent experiences with increased outdoor dining.	1, 4	☐	
		Ensure bicycle facilities are protected on all streets posted at or above 35mph.	1	☐	
		Study bicycle accommodation alternatives along Lincoln.	3	☐	

		Include mobility routes based upon bicycle boulevard practices.	1	☐	
		Implement additional transportation mode best practices for new mobility technology and modes such as micro EVs, golf carts, and micro-mobility.	1	☐	
		Improve the conditions at bus stops along more major roads.	1	☐	
		Add Electric Vehicle charging stations throughout the city at garages, public parking lots, and on-street in Mixed-use Districts.	5	☐	
		Adopt a policy regulating street lighting, including intensity, color temperature, luminaire, and pole height and frequency.	3	☐	
		Include a public education component.	1	☐	
Existing Plan Updates	Eton Road Corridor Plan	Update the Eton Road Corridor Plan. The following goals are provided greater detail within Chapter 4.		☐	
		Increase connectivity for pedestrians, bikes, and cars for the area south of Hazel Street including future rail crossings.	4	☐	
		Provide access to the Troy Transit Center and consider the development of surrounding properties.	4	☐	
Studies	Circulator	Study a public circulator to provide viable means of accessing mixed-use districts and other significant destinations without a car.	1	☐	

City Commission

Type	Title	Description	Where	In Progress	Notes
Policy	Zoning Code Update*	Update the zoning code. The following goals are provided greater detail within the chapters listed. See additional goals under “Best Practice Recommendations” in the “Update the Zoning Code” section.		☐	
	Further Study	Encourage renovations to expand existing houses rather than the construction of new houses.	3	☐	
	Further Study	Allow cafes, food trucks, carts, and kiosks in parks (currently the Public Property district).	1	☐	
Policy	Unbundled Parking*	Pilot unbundled residential parking within Downtown parking garages.	2	☐	
Studies	Residential Districts Parking	Study citywide street on-parking restrictions and permits	3	☐	
New Plans	Mixed-use Districts Parking Plan*	Create a Mixed-use Districts Parking Plan. The following goals are provided greater detail within the chapters listed.		☐	
		Establish unbundled residential parking policies within Downtown garages.	2	☐	
		Establish unbundled residential parking policies in all mixed-use districts in existing and future parking garages.	2	☐	
		Provide public parking as recommended in the 2007 Triangle District Plan	1, 2, 4	☐	
		Provide public parking in the Rail District. Consider redevelopment of the DPS building to occupy a portion of a public parking garage in its place, which services the lower Rail District.	2, 4	☐	
		Provide public parking for the western Haynes Square district.	2	☐	
		Study opportunities to accommodate more monthly garage permits.	4	☐	
		Study monthly parking pass fees to better align with prevailing rates.	4	☐	
		Study tiered parking pricing to encourage use of under-utilized garages.	2, 4	☐	
		Study tiered parking meter pricing to encourage use of under-utilized on-street parking.	4	☐	
		Study the potential for Public Private Partnerships to construct garages.	1	☐	
		Study additional parking assessment districts or incremental tax districts for land purchases and financing the development of parking garages.	1	☐	
		Study parking garages at the Bates Street Extension and Lot 6.	4	☐	
		Study technological improvements to ease usage of parking garages.	4	☐	
Policy	Unimproved Streets	Adopt policy recommendations specified by the Ad-hoc Unimproved Streets Committee (AHUSC), including the following:		☐	
		Establish a yearly budget to remedy unimproved streets, considering the general fund plus bond strategy and repayment timelines.	3	☐	
		Survey the current condition of unimproved streets, categorized by the current quality such that streets in the most extreme states of disrepair can be prioritized for improvement.	3	☐	

		Remedy unimproved streets according to the repair priority and budget, ensuring improvements occur in multiple Planning Districts each year.	3	☐	
Studies	Civic Facilities Study	Study key civic facilities to continue to support Birmingham residents. The following goals are provided greater detail within chapters specified.		☐	
		Study the location, programming, and funding for new facilities for Next.	1	☒	
		Study a permanent, open-air farmers market pavilion with public restrooms on the portion of Lot 6 that is along Old Woodward.	4	☐	
		Establish policy to continue the tradition of constructing Birmingham’s civic buildings and parks as iconic structures and landscapes to the highest standards and at a civic scale	1	☐	
		Study how a Community Foundation / Fund may further Master Plan goals.	1	☐	
Existing Plan Updates	Parks and Recreation Master Plan Update	Expand the 2018 Parks and Recreation Master Plan or create a new plan beyond the 2022 horizon. The following goals are provided greater detail within the chapters listed. See additional goals under headings “Parks Best Practices” in Chapter 4.		☒	COMPLETED - Parks & Recreation Plan adopted in 2023
		Purchase part of the Adams Square parking lot for park space, or ensure that redevelopment would require that future park space be provided near Adams and Bowers.	3	☐	
Studies	Shared-use Streets*	Study shared-use streets. The following goals are provided greater detail within the chapters listed.		☐	
		Study a shared-use streetscape retrofit along with a social district in the Maple & Woodward district.	1, 4	☐	
		Study a shared-use street section along Cole and Commerce Streets.	4	☐	
		Study additional opportunities in other mixed-use districts.	1, 4	☐	
Boards & Programs	Civic Events	Extend the role of the Public Arts Board or other existing board, or establish a Civic Events Board, to develop regular civic events to continue engaging the community throughout the year and promote existing civic institutions.	1, 4	☐	
		Consider regular events in community parks.	3	☐	
		Consider activities and special events to attract office workers and residents to shop and dine downtown, including weekly events at Shain Park.	4	☐	
Studies	Parking Technology	Review master plan parking recommendations in 2030-35 to evaluate new technologies and trends.	4	☐	

**Likely to be directed to the Planning Board when City Commission is ready*

Parks & Recreation Board

Type	Title	Description	Where	In Progress	Notes
Existing Plan Updates	Parks and Recreation Master Plan Update	Expand the 2018 Parks and Recreation Master Plan or create a new plan beyond the 2022 horizon. The following goals are provided greater detail within the chapters listed. See additional goals under headings “Parks Best Practices” in Chapter 4.		☐	
		Differentiate parks by type to better determine appropriate amenities, services, and best practices.	3	☐	
		Utilize Planning Districts to determine sufficiency of park access across the city, availability of amenities, and consideration of activities and recreation in each season.	3	☐	
		Formalize the public use of school and institutional open spaces for neighborhood recreation, prioritizing under-served Planning Districts.	1, 3	☐	
		Develop Worth Park to provide needed open space for Torry.	3	☐	
		Develop the contemplated linear park and trail along the Rail District.	4	☐	
		Build a cafe or provide accommodations in Booth Park as recommended in the 2016 Downtown Plan.	1, 4	☐	
		Increase amenities and connections in Downtown’s parks and mini-parks.	4	☐	
New Plans	Rouge River Trails and Access Master Plan	Develop and implement a trails and access master plan to improve the Rouge River trails and trail heads.		☐	
		Install pedestrian linkages to the park’s surrounding neighborhoods and commercial districts, including to Quarton Road.	5	☐	
		Secure easements to expand the park area and improve its walkability, for complete ecological restoration, and universal accessibility.	5	☐	
		Coordinate with Bloomfield and Beverly Hills to expand trail connections.	5	☐	
		Install an environmentally sensitive, hard-surfaced pathway for pedestrians and cyclists along the Rouge River.	5	☐	
		Expand the extent of the trail system, crossing the river at more locations to access large portions of the natural area currently cut off.	5	☐	
		Install bridges, ramps, and other enhancements to enable access by all ages and abilities.	5	☐	
		Install other amenities such as bicycle racks, lighting, markers, seating, and signage at trail heads, and seating, markers, and interpretive features throughout the trail system.	5	☐	

Historic District Commission

Type	Title	Description	Where	In Progress	Notes
Policy	Historic Districts Policy	Adopt a policy to proactively establish new historic districts as well as landmarks.	3	☒	

Public Arts Board

Type	Title	Description	Where	In Progress	Notes
Policy	Public Art Policy	Permit murals and wraps like the popcorn utility wrap to be city-initiated or by the Public Arts Board.	1	☐	
Policy	Art Murals Policy	Implement an art-mural program for large blank wall surfaces in key locations. Coordinate with the Mixed-use Districts Branding Plan.	4	☐	

Wayfinding & Branding Committee

Type	Title	Description	Where	In Progress	Notes
New Plans	Woodward Safety & Beautification Plan	Create a Woodward Safety and Beautification Plan. The following goals are provided greater detail within the chapters listed.		☐	
		Provide way-finding and informational signage for public parking	1, 4	☒	
New Plans	Mixed-Use Districts Branding Plan	Create a Mixed-use Districts Branding Plan, in coordination with the Birmingham Shopping District, to brand the City’s multiple mixed-use districts.	1, 4	☐	



MEMORANDUM

Planning Division

DATE: March 13, 2024

TO: Planning Board Members

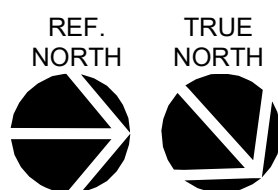
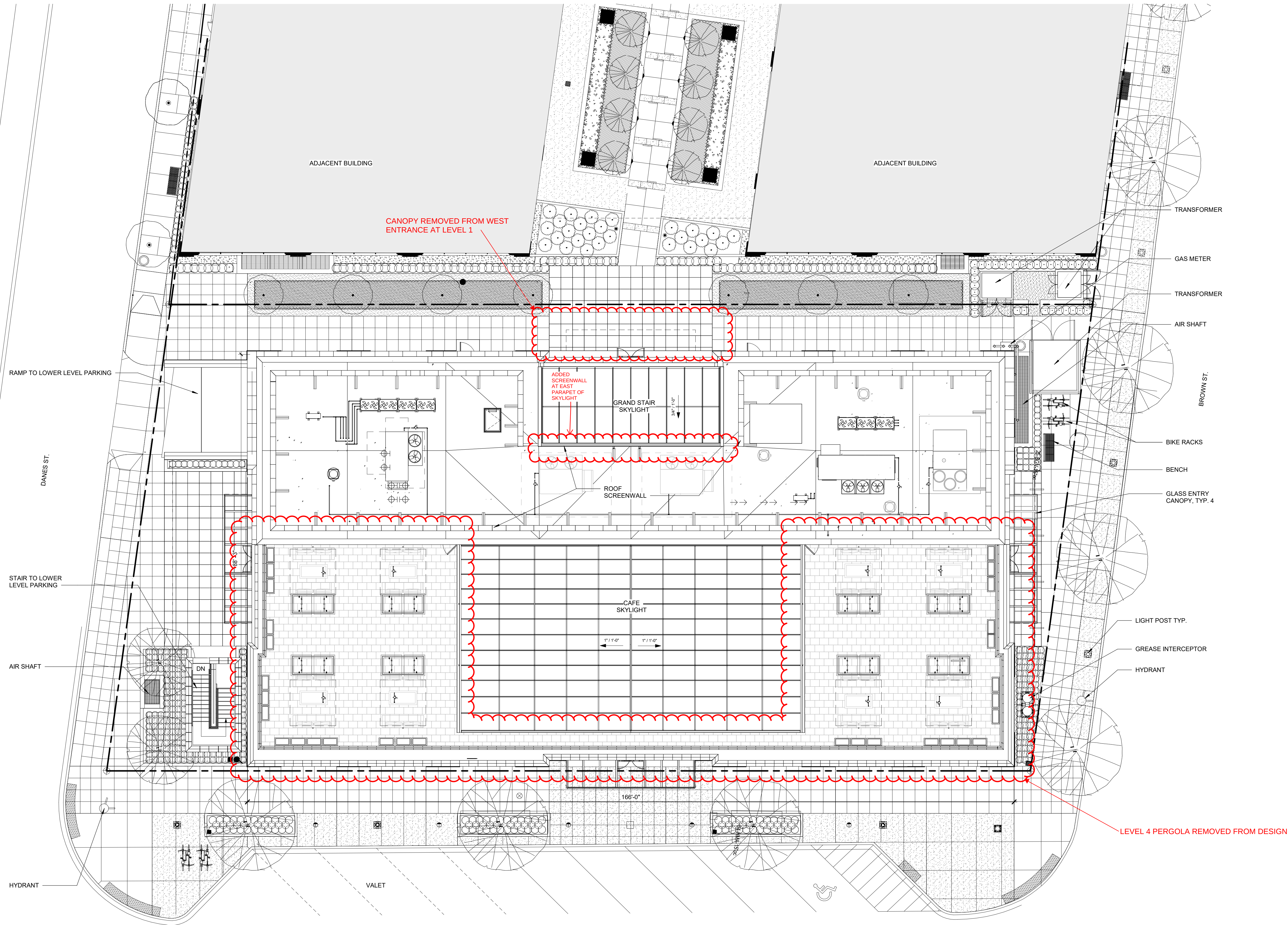
FROM: Nicholas Dupuis, Planning Director

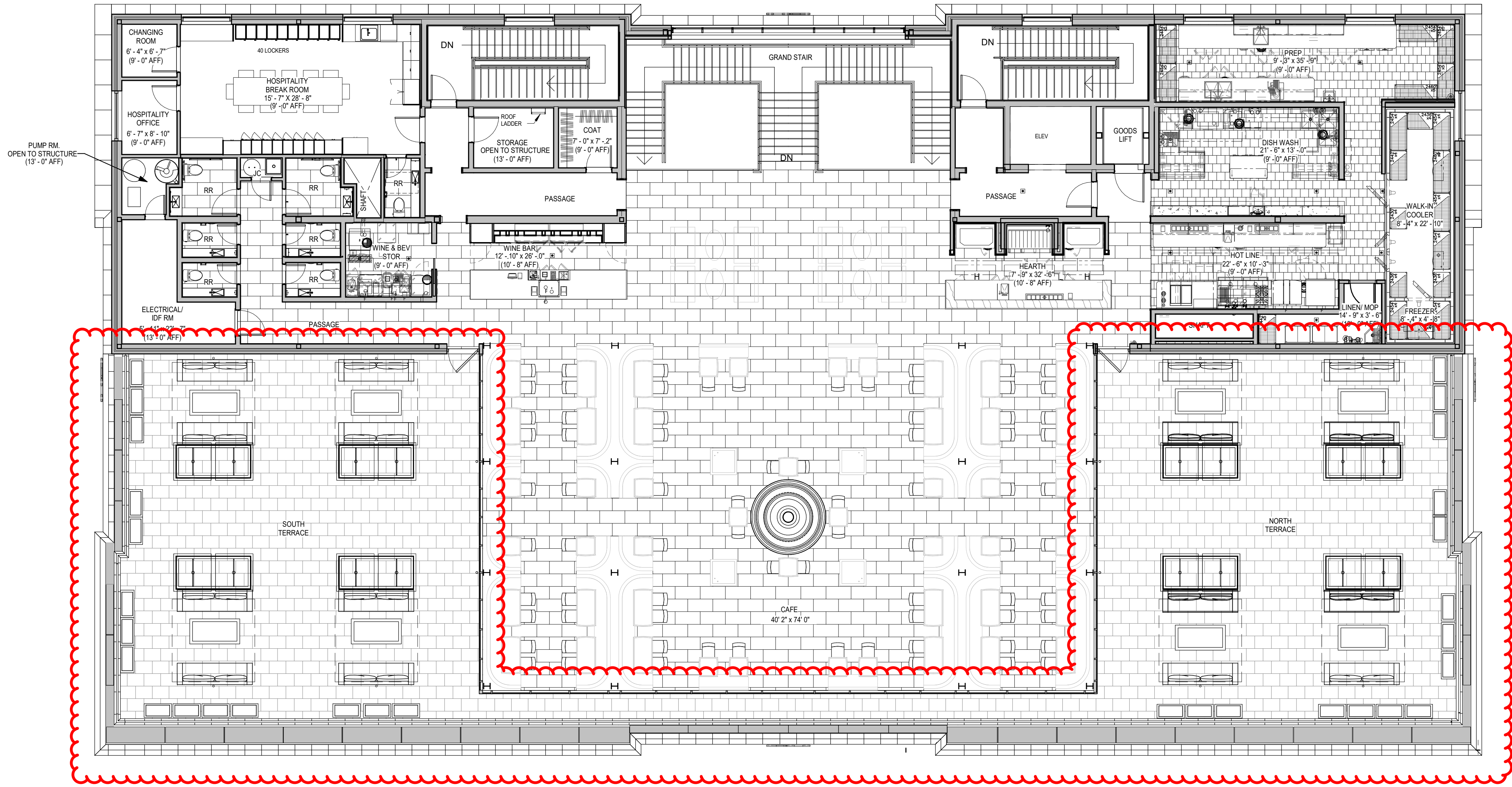
SUBJECT: 300 S. Old Woodward – RH – Pre-Application Discussion

The project for the new development at 300 S. Old Woodward (RH) has been underway for some time now. As is typically the case with new buildings, there were several very minor changes observed in the permit drawings that need correction. Thus, the applicant had submitted an Administrative Approval to update the approved drawings on file to reflect the small changes in the permit drawings.

However, the applicant team has informed the Planning Department that there is another change requested to the design of the building that is more significant, which is the removal of the pergola/trellis feature on the 4th floor. This feature has a large footprint, and was a main design feature of the outdoor dining that was located on the 4th floor outside of the restaurant's large glass atrium. The overhead weather protection in place of the pergola would be umbrellas. There are no other changes proposed to this area.

The Planning Department requests that the Planning Board provide some direction on this design change and whether or not it could be approved administratively.



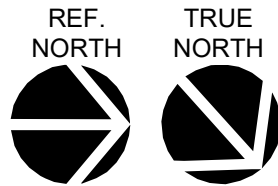


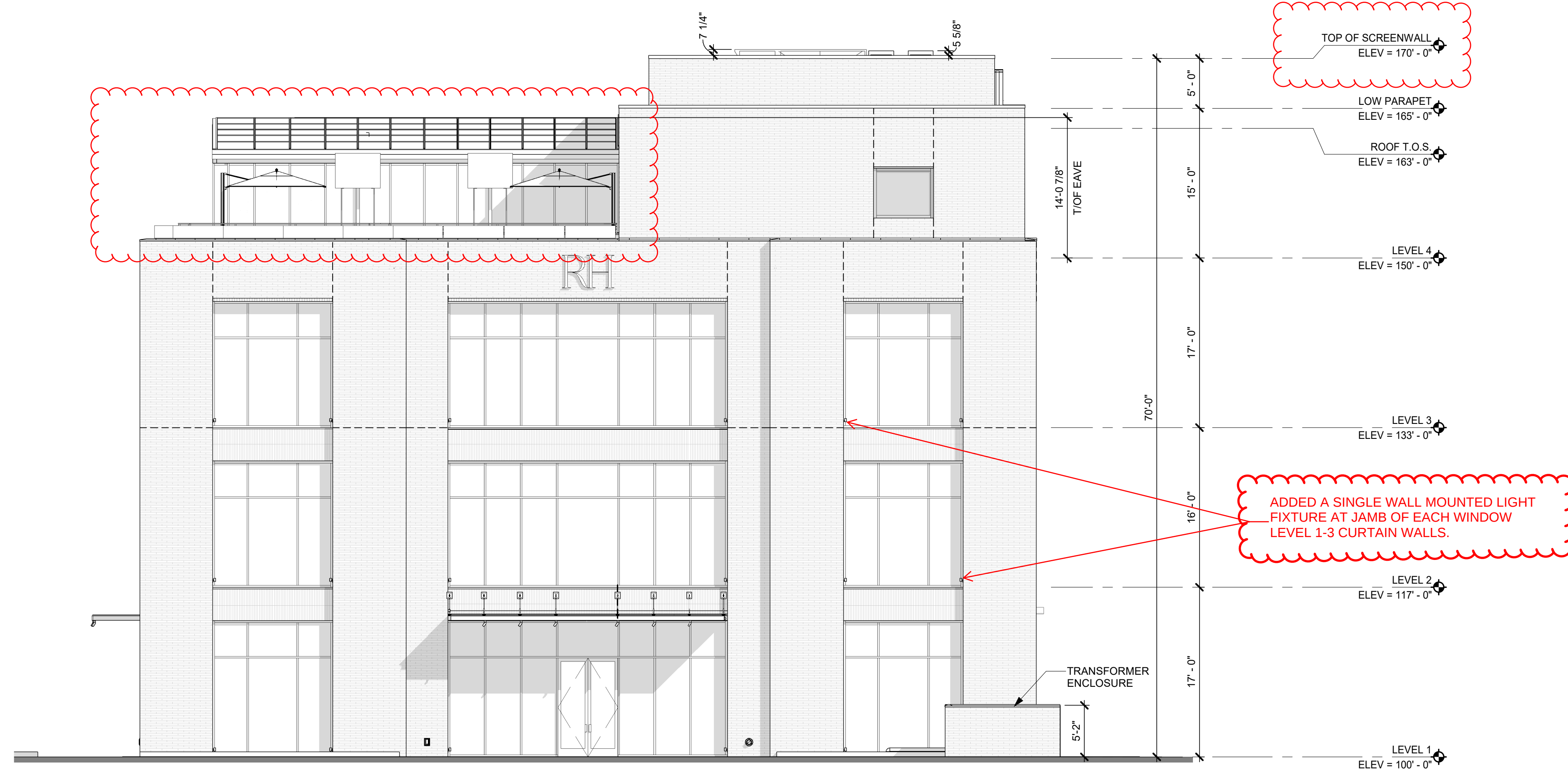
- 1. PERGOLA REMOVED FROM LEVEL 4 TERRACE.
- 2. PONY WALL WITH RAILING ADDED TO CONCEAL PERIMETER PLANTERS AT TERRACE.
- 3. SEATING ARRANGEMENT REVISED
- 4. TREE PLANTERS REDUCED FROM 12 TO 8.
- 5. 8 TUCCI UMBRELLAS ADDED FOR MERCHANDISE

RESTAURANT
(24) 2-TOP: 48 SEATS
(24) 4-TOP: 96 SEATS

TOTAL: 144 SEATS
50% 2-TOP
50% 4-TOP

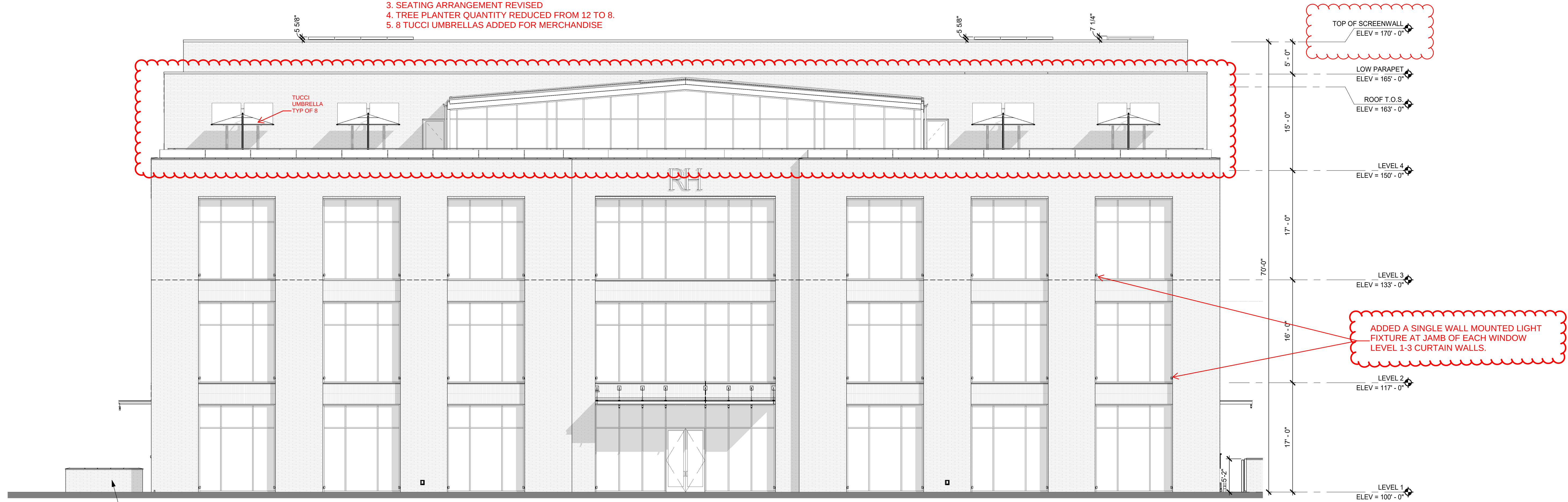
TABLE SIZES
2-TOP: 28"x28"
4-TOP: 28"x54"



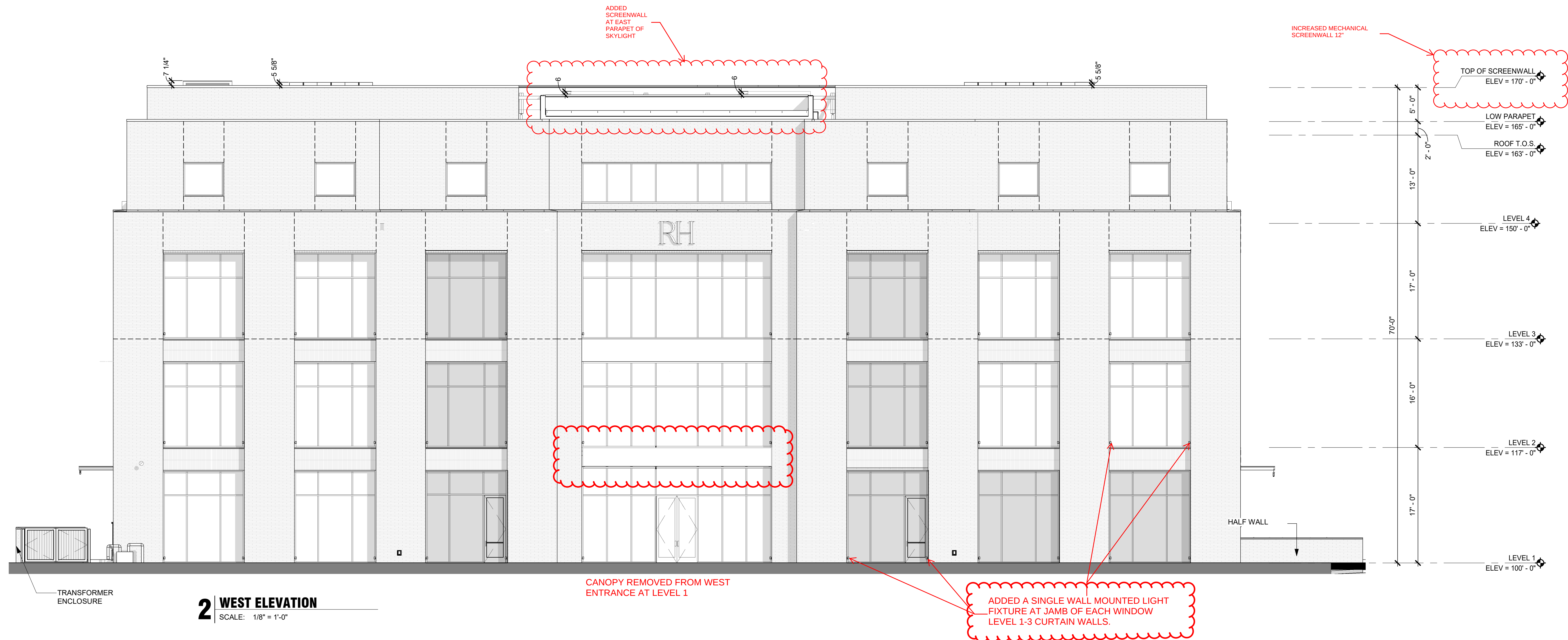
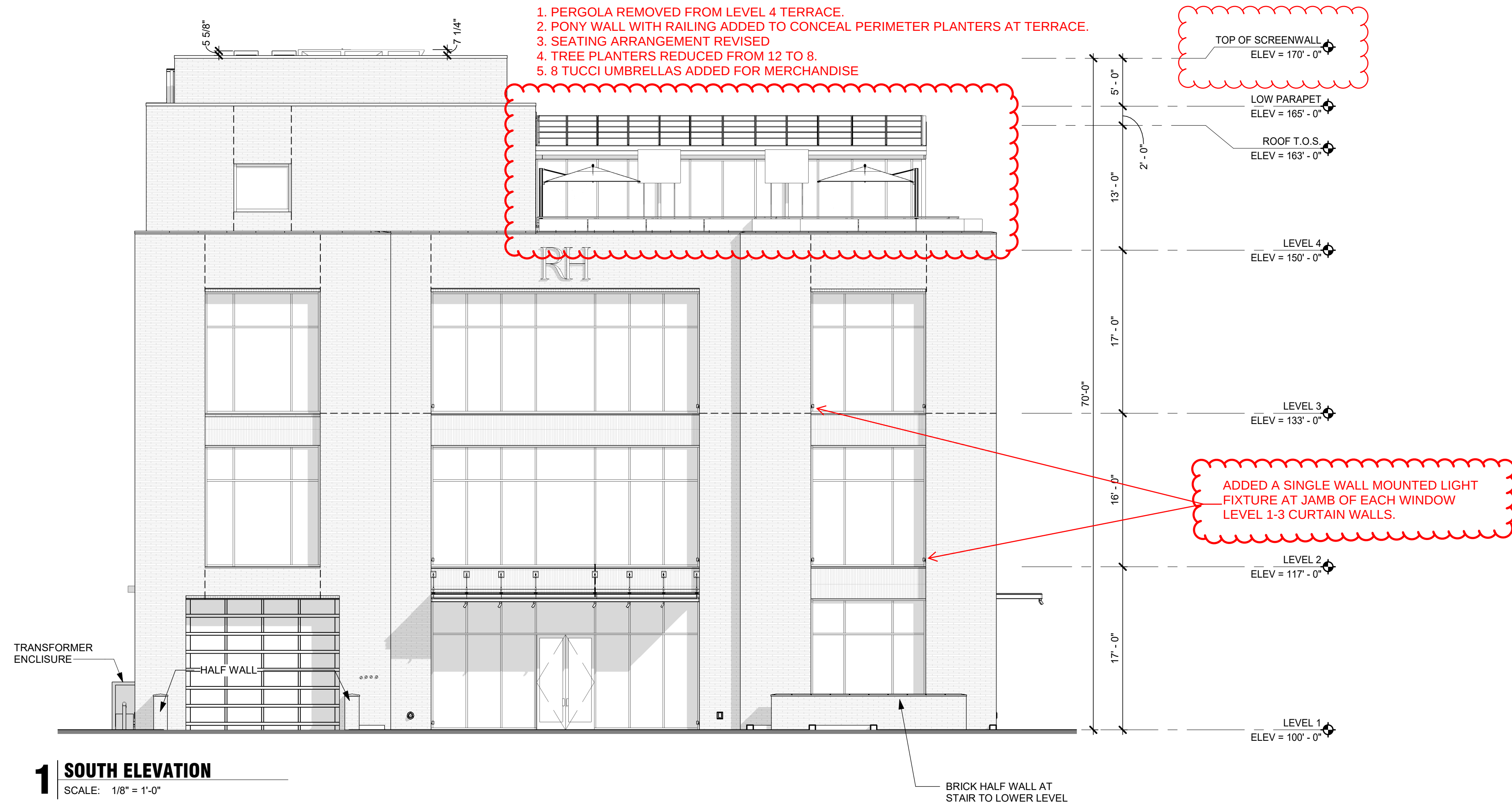


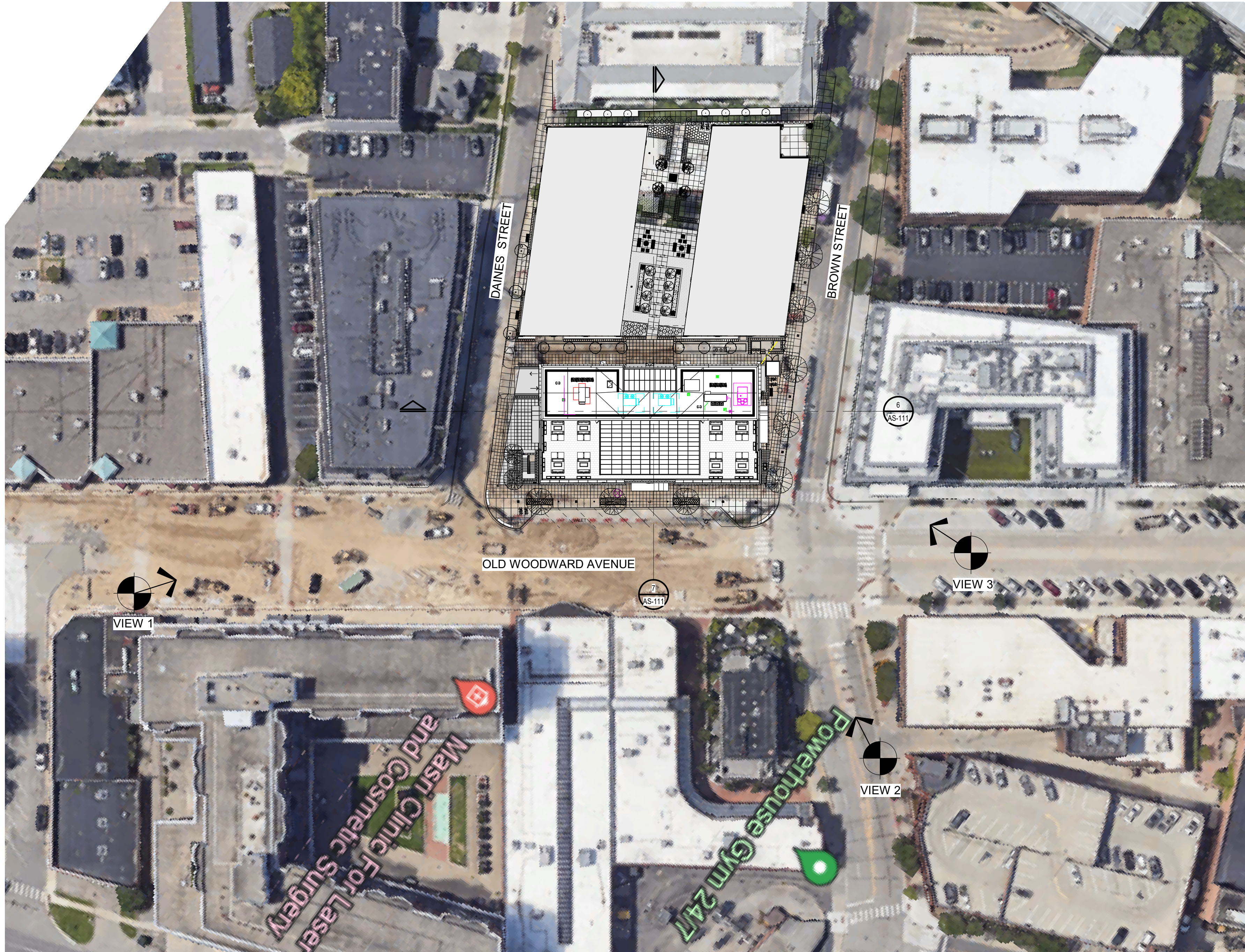
1 NORTH ELEVATION
SCALE: 1/8" = 1'-0"

1. PERGOLA REMOVED FROM LEVEL 4 TERRACE.
2. PONY WALL WITH RAILING ADDED TO CONCEAL PERIMETER PLANTERS AT TERRACE.
3. SEATING ARRANGEMENT REVISED
4. TREE PLANTER QUANTITY REDUCED FROM 12 TO 8.
5. 8 TUCCI UMBRELLAS ADDED FOR MERCHANDISE



2 EAST ELEVATION
SCALE: 1/8" = 1'-0"





SITE CONTEXT MAP

SCALE - 1" = 50'-0"



VIEW 2 EAST BROWN ST.

SCALE -



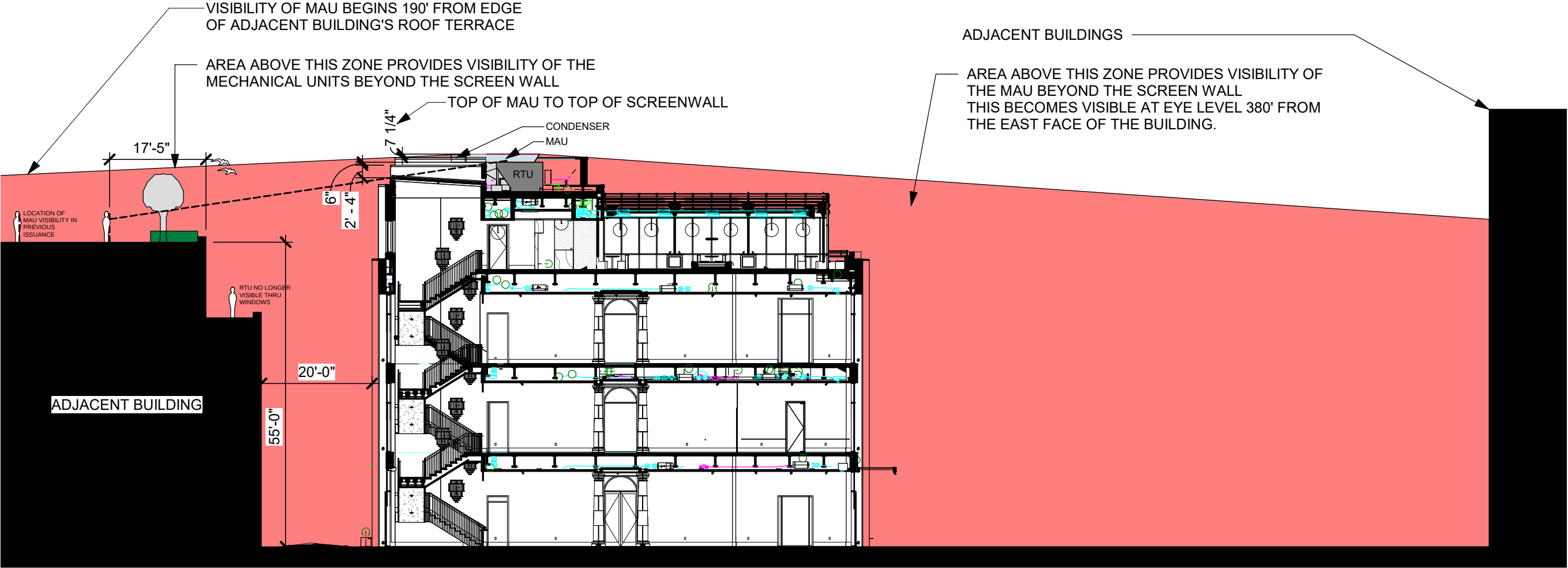
VIEW 3 NORTH OLD WOODWARD

SCALE -



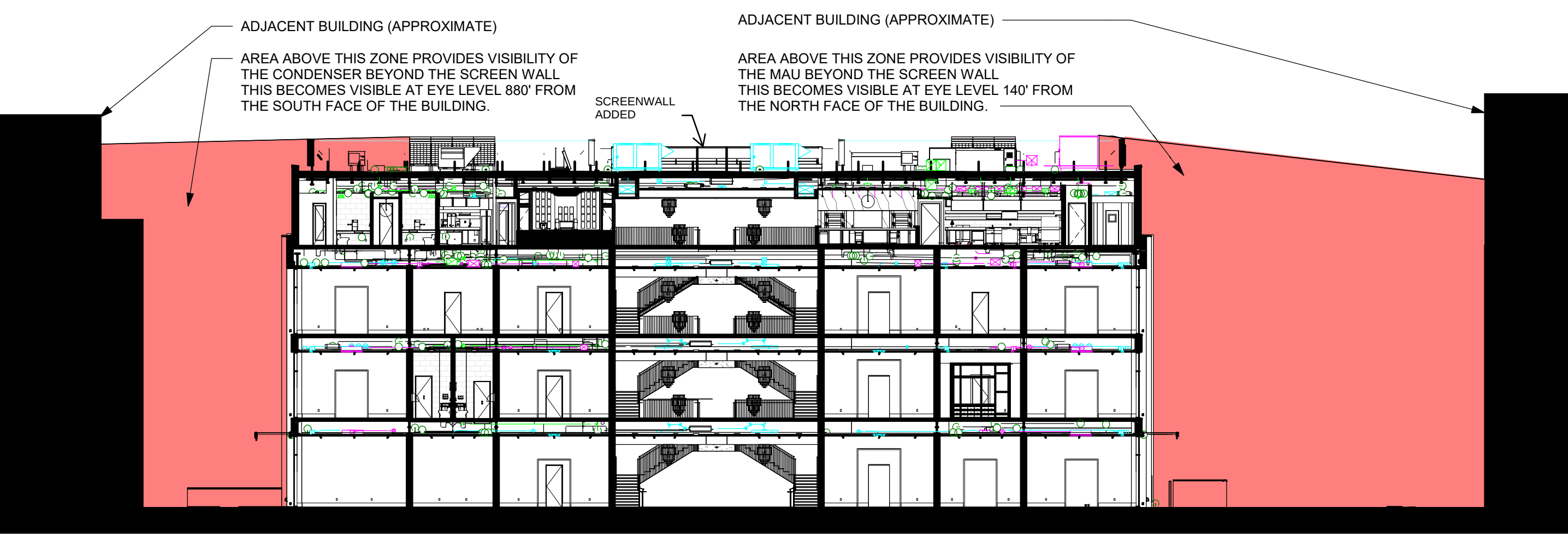
VIEW 1 SOUTH OLD WOODWARD

SCALE -



EAST WEST SITE SECTION

SCALE - 1" = 20'-0"



NORTH SOUTH SITE SECTION

SCALE - 1" = 20'-0"



MEMORANDUM

Planning Division

DATE: March 13, 2024

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 – Temporary Certificate of Occupancy has been issued
- 34965 Woodward – Peabody Redevelopment – Permitting, numerous extensions requested & granted
- 35001 Woodward – Land lease executed by City Commission/Design development, site plan extension granted on October 11, 2023
- 707 S. Worth – 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 – Building permits under review
- 34350 Woodward – Fred Lavery Porsche – Design Development
- 479 S. Old Woodward – Birmingham Tower – Under construction
- 245 S. Eton – Big Rock – Under construction, public hearing for addition will be set for April 15, 2024.
- 33866 Woodward – Polestar – Permitting/Design development

Ordinance Amendments/Master Planning

- -

Non-Planning Board Projects

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

- Historic Preservation Master Plan – In progress.

Sustainability & Climate Action Plan/Greenhouse Gas Emissions Inventory

- Next meeting – March 11, 2024
- Greenhouse Gas Emissions inventory – In progress
- Sustainability and Climate Action Plan – In progress

ADMIN APPROVAL - PB

App Date	Case #	Scope of Work	Property Address	Status
03/04/2024	PAA24-0013	new freezer/cooler	183 N OLD WOODWARD AVE	COMPLETED - APPROVED

Total Processes For Type:

1



AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY MARCH 27, 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 **March 13, 2024**
- C.** Chairpersons' Comments
- D.** Review of the Agenda
- E.** Meeting Open to the Public for Items Not on the Printed Agenda
- F.** Unfinished Business
- G.** Rezoning Applications
- H.** Community Impact Studies
- I.** Special Land Use Permits
- J.** Site Plan & Design Reviews
- K.** Study Session
 - 1. **The Birmingham Plan 2040 – Prioritization of Key Actions**
- L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - ii. **April Planning Board Meeting(s)**
 - 3. Administrative Approval Correspondence
 - i. **March 8, 2024 – March 22, 2024**
 - 4. Draft Agenda – **May 8, 2024**
 - 5. Action List – **2024**
 - 6. Other Business
- M.** Planning Division Action Items
 - 1. Staff Report on Previous Requests
 - 2. Additional Items from Tonight's Meeting
- N.** 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 MAY 8, 2024 – 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 **March 27, 2024**
- C.** Chairpersons' Comments
- D.** Review of the Agenda
- E.** Meeting Open to the Public for Items Not on the Printed Agenda
- F.** Unfinished Business
- G.** Rezoning Applications
- H.** Special Land Use Permits
- I.** Community Impact Studies
- J.** Site Plan & Design Reviews
- K.** Study Session
 - 1. **Mixed-Use Requirements – Study Session**
 - 2. **The Birmingham Plan 2040 – Prioritization of Key Actions**
- L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - 3. Administrative Approval Correspondence
 - i. **March 22, 2024 – May 3, 2024**
 - 4. Draft Agenda – **March 27, 2024**
 - 5. Action List – **2024**
 - 6. Other Business
- M.** Planning Division Action Items
 - 1. Staff Report on Previous Requests
 - 2. Additional Items from Tonight's Meeting
- N.** 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.	☐	-	☐	☐

Planning Board Action List – 2024

Topic	General Goals	City Commission Directive?	Quarter	Status	
				In Progress	Complete
Comprehensive Zoning Ordinance Update	Update the Zoning Ordinance based on recommendations of the 2040 Plan.	☐	Ongoing	☐	☐
Mixed Use Requirements	Consider changing the requirements for mixed use in the Triangle District.	☐	1 st (January-March)	☒	☐
Encourage renovations to expand existing houses rather than the construction of new houses.	Support neighborhoods.	☐	2 nd (April-June)	☐	☐
Create a Woodward Safety and Beautification Plan.	Begin to bridge the Woodward divide.	☐	3 rd (July-September)	☐	☐
Ordinance Enforcement	Maintain a vibrant community.	☐	4 th (October-December)	☐	☐



MEMORANDUM

Planning Division

DATE: March 13, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Appointment to Ad Hoc Senior/Recreation Center Committee

On March 4, 2024 ([Agenda](#)), the City Commission moved to establish the Ad Hoc Senior/Recreation Center Committee (SCC) to provide oversight and input on the planning and development of a senior/recreation center at 400 E. Lincoln, and to provide recommendations throughout the process to the City Commission. The duties of the SCC include, but are not limited to:

- Crafting the project vision, goals and objectives
- Preparing the project process outline and estimated timeline
- Reviewing final needs analysis report
- Evaluating concept plan options and recommending the preferred option
- Outlining the parameters and applicable regulations for site plan and design review
- Conducting final site plan and design review
- Reviewing potential funding options
- Recommending the use of consultants for owners rep, design and/or build services
- Drafting RFPs for final design, construction plan preparation and/or construction

Attached you will find the roster of the SCC, which includes one member of the Planning Board to be selected by the Planning Board. The terms are set to expire in March 2027. At this time, the Planning Board will need to select one of its members to include on the SCC roster.

Sample Motion Language

I move that the Planning Board appoint _____ to the Ad Hoc Senior/Recreation Center Committee.



AD HOC SENIOR/RECREATION CENTER COMMITTEE

Terms: 3 years

Members: Nine members representing the City Commission, City boards, Birmingham NEXT, the Birmingham YMCA, and development professionals. A majority of the members shall be residents of Birmingham and qualified voters. Staff from the Managers Office will serve as ex-officio member(s) of the committee.

Duties: The function of the Ad Hoc Senior/Recreation Center Committee (SCC) is to provide oversight and input on the planning and development of a senior/recreation center at 400 E. Lincoln, and to provide recommendations throughout the process to the City Commission. The duties of the SCC include, but are not limited to:

- Crafting the project vision, goals and objectives
- Preparing the project process outline and estimated timeline
- Reviewing final needs analysis report
- Evaluating concept plan options and recommending the preferred option
- Outlining the parameters and applicable regulations for site plan and design review
- Conducting final site plan and design review
- Reviewing potential funding options
- Recommending the use of consultants for owners rep, design and/or build services
- Drafting RFPs for final design, construction plan preparation and/or construction

Committee Members	Term Expires
City Commissioners - 2	March 2027
Planning Board Member	March 2027
Parks and Recreation Board Member	March 2027
NEXT Representative	March 2027
YMCA Representative	March 2027
Architect	March 2027
Contractor	March 2027
Engineer	March 2027