



AGENDA

REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD

WEDNESDAY SEPTEMBER 11, 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 **August 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
 - K.** Study Session
 - 1. **Triangle District Bonus Height Requirements – Study Session**
 - 2. **Impervious Surface – Study Session**
 - 3. **Planning Board Rules of Procedure**
 - 4. **The Birmingham Plan 2040 – Next Steps**
 - L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - ii. **Joint Meeting – October 21, 2024**
 - 3. Administrative Approval Correspondence
 - i. **August 23, 2024 – September 6, 2024**
 - 4. Draft Agenda – **September 25, 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 248-644-3405 (TDD) 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
August 28, 2024
City Commission Room
151 Martin Street, Birmingham, Michigan

Minutes of the regular meeting of the City of Birmingham Planning Board held on August 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, Bert Koseck, Daniel Share, Janelle Whipple-Boyce; Alternate Board Member Jason Emerine (non-voting)

Absent: Alternate Board Member Nasseem Ramin

Staff: Planning Director Dupuis

B. Approval Of The Minutes Of The Regular Planning Board Meeting of August 14, 2024

08-31-24

Motion by Mr. Williams

Seconded by Mr. Share to approve the minutes of the Regular Planning Board meeting of August 14, 2024.

Motion carried, 7-0.

VOICE VOTE

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

G. Rezoning Applications

H. Community Impact Study and Site Plan Review

I. Special Land Use Permits

J. Site Plan & Design Reviews

L. Study Session

1. Triangle District Bonus Height Requirements – Study Session

PD Dupuis presented the item.

Board members raised the following points during discussion:

- Within the definition of Public Urban Open Space, 'recreation opportunities' should be clarified, it should be noted that the approval of the Planning Board would be required, hardscaping should be added to the list of amenities, and 'appropriated' should be changed to 'designated'.
- 'Public Urban Open Space' should be changed to 'Public Plaza'.
- If issues arise with the 'Public Plaza' actually being accessible to the public, further amendments to the definition could be made in the future.
- In Article 3, Section 3.08(E)(2) 'Dedication' should be changed to 'Designation'.

08-32-24

Motion by Mr. Williams

Seconded by Mr. Share to move that the Planning Board set a public hearing date of September 25, 2024, to review amendments to Article 3, Section 3.08 and Article 9, Section 9.02, consistent with the consensus comments reached tonight by the Planning Board, to modify the provisions for additional building height in the Triangle District of Birmingham.

Motion carried, 7-0.

VOICE VOTE

Yeas: Share, Williams, Koseck, Whipple-Boyce, Boyle, Klein, Jeffares
Nays: None

The Chair thanked the Board and PD Dupuis.

08-33-24

Motion by Mr. Share

Seconded by Mr. Williams to amend the rules of procedure for the September 25, 2024 to allow for a hybrid meeting at which both the public hearing and site plans can be considered.

Motion carried, 7-0.

VOICE VOTE

Yeas: Share, Williams, Koseck, Whipple-Boyce, Boyle, Klein, Jeffares
Nays: None

The Board and staff then discussed the aspects of this ordinance that might be addressed as part of a longer-term review of the Triangle ordinances.

Board members made the following points during discussion:

- The opening of the longer-term discussion should include whether it remains appropriate to offer incentives for bonus stories in the Triangle. It may be more appropriate to raise the permitted heights for parts of the Triangle instead.

- The Triangle is divided in the 2040 Plan, and more of these considerations will apply to the segment south of Bowers.
- The legality of payments in lieu for the public plazas should be determined. This would also impact whether the public plazas would be located individually on developments' lots or whether the locations would be determined by the City.
- The Commission should opine on whether they are interested in requiring sustainable construction for all future commercial development in the City.
- Requiring specific aspects of sustainable development might also be recommended for the Triangle.
- There would be a further review of the appropriateness of allowing a development to potentially receive extra floor area in exchange for transferring development rights for a site containing an historic building or resource. The Historical District Committee should be asked to opine on the appropriateness of this.
- Possible affordability requirements could also be studied for appropriateness.
- The map should be reviewed after the above matters are settled.
- The possibility of expanding the boundary of the Triangle to include Adams Square and/or the Post Office could be raised with the Commission. Adams from Bowers to Lincoln would also be part of this review.
- Further study regarding the definition of first floor commercial should occur.
- Street scape, trees, and sidewalk requirements in the Triangle should be reviewed.

The Board asked staff to prepare a memo for the upcoming joint Commission-Board meeting apprising the Commission of the shorter-term changes to the ordinance, and the potential longer-term study topics. The Board would then seek the Commission's opinions on the potential longer-term study topics at the joint meeting. It was recommended that a map showing likely areas of future development within the Triangle be included in the memo as well.

M. Miscellaneous Business and Communications

1. Pre-Application Discussions

2. Communications

i. Project Updates

PD Dupuis provided two project updates.

ii. Joint Meeting – October 21, 2024

3. Administrative Approval Correspondence

4. Draft Agenda

5. Action List - 2024

6. Other Business

The Board recognized the passing of Bernie Glieberman, noting that he significantly impacted the development of Birmingham's Rail District.

During discussion, it was also noted that [Mr. Glieberman owned a Volkswagen with two fronts.](#)

N. Planning Division Action Items

a. Staff Report on Previous Requests

b. Additional Items from tonight's meeting

O. Adjournment

No further business being evident, the meeting was adjourned at 7:41 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



MEMORANDUM

Planning Division

DATE: August 28, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Triangle District Additional Bonus Height Provisions – Phase 2

As development applications have increased in the current Triangle District of Birmingham, the Planning Board has expressed concerns over many of the provisions available to developers to obtain valuable bonus stories.

Ultimately, the Planning Board determined that there was short term need to improve certain bonus height provisions, but also a long term need to revisit several of the basic tenants of the list as it relates to what the City envisions in what is currently the Triangle District of Birmingham.

On August 28, 2024 ([Agenda](#)), the Planning Board finalized a recommendation for amended language that addresses the short term needs of the Triangle District which focused on expanding the definition of mixed-use, removing the LEED provisions, and other minor modifications. The resulting language, should it be adopted by the City Commission, reads as follows:

- 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 3.08 (C), and Section 3.08 (D) 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.

2. Designation of an improved public plaza on the same property upon which the new building is being constructed 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 applicable master plans.
3. For those properties located along the commercial frontage boundary, as specified on the Triangle District Regulating Plan identified in Exhibit 2; Appendix C, 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. Buildings that have frontage along the required commercial frontages, as specified on the Triangle District Regulating Plan, shall consist of commercial uses with a minimum depth of 20 feet from each frontage line within the first story. Lobbies for hotels, offices, and multiple-family dwellings may be considered as part of the required commercial frontage, provided that any such lobby occupies no more than 50% of the frontage of said building.
4. 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.

Public Plaza – Land designated for public use that is designed to provide recreation opportunities accessible to the public of which contain landscaping, seating and other amenities as approved by the Planning Board.

At this time, the Planning Board will be discussing the long-term plan for bonus height in the Triangle District as it relates to the future goals and plans for the area.

Study Session #1

To begin the discussion for this “phase 2” modification of the bonus height provisions of the Triangle District, there is a clear hierarchy of discussion or order of operations that should occur based on the discussion from August 28, 2024 ([Video](#)). Ultimately, the Planning Board and Planning Department agree that overall, this is an ideal topic to be considered at the upcoming joint meeting of the Planning Board and City Commission on October 21, 2024. The discussion may be separated into two broad categories, which are discussed below. Ultimately, the Planning Division is seeking direction on how the Planning Board wishes to approach this subject both overall, but also with the City Commission.

The Case AGAINST Bonus Height Provisions

Before embarking on a major study session in which the Planning Board revisits the entire list of bonus height provisions for the Triangle District, a discussion should be had regarding the relevance of these provisions and their overall utility. Adopted in 2007, the Triangle District Urban Design Plan was designed to “guide development decisions in the Triangle District over the next 20 years.” As we approach the 20-year mark, 5 new buildings have been erected under the provisions of the Triangle District Overlay, and 4 more have obtained some level of site plan

approval (see attached map). There are 58 remaining parcels that contain older buildings, parking facilities, or other development that did not occur under the provisions of the Triangle District Overlay.

Triangle District Urban Design Plan

In terms of the [Triangle District Urban Design Plan](#) ("Triangle Plan"), many of the broader goals and objectives were focused on aesthetics and connectivity, especially across Woodward. The goals behind the bonus height provisions were to incentivize development in the area so that the City might ultimately reach those goals and create a highly desirable mixed use district in the center of the City. The height of buildings was designed to accommodate/define the large 200 ft. Woodward right-of-way and stepped down towards the interior. However, as the City has fielded development inquiries and site plans in these areas, there are a number of factors that seem to make the development environment less favorable at that density including required parking and overall cost of development. It may be argued that the City can still achieve many the original Triangle Plan's goals without additional building height.

Additionally, although the Triangle Plan was designed to create a vibrant mixed-use environment, the development in this area has been predominantly residential. As previously studied, the 5 new buildings constructed in the area have been less than 5% commercial uses, suggesting the broader development market favors more residential development in this area. Although, the Planning Board has recently attempted to address this through more stringent mixed-use requirements.

The Birmingham Plan 2040

Adopted in 2023, the [Birmingham Plan 2040](#) ("2040 Plan") aggregated and refreshed many of the concepts found in previous master plans and set the City toward a new comprehensive vision through the year 2040. Included in this vision is the restructuring of the former Triangle District into two new distinct mixed-use districts. The area north of Bowers is proposed to be blended into Downtown Birmingham and become the "Maple and Woodward" district while the area south of Bowers will become a new Haynes Square district. Each of these areas would have its own unique character that might be considered different than what is currently envisioned through the Triangle Plan:

Maple and Woodward is a high intensity mixed-use district which includes zones as defined in the Downtown and Triangle District Overlays. Zoning may be modified to create greater consistency between these overlay districts, but should generally retain the heights and uses as defined in those overlays. Ground floor commercial uses are required as defined by the Red Line Retail standards.

Haynes Square is a medium intensity mixed-use district which includes zones as defined in the Downtown and Triangle District Overlays. Similar to Maple and Woodward, zoning may be modified for greater consistency. Haynes Square should be lower in height and intensity than areas further north in the core of downtown. Ground floor commercial uses should be provided along Old Woodward, Woodward, and Haynes Street. Other streets may include other primary uses.

Additionally, during the development of the 2040 Plan, it was estimated that Birmingham can expect to see a population growth of around 1,000 people based on then current projections.

Should the current development projects be fully realized, the Triangle District will have added nearly 400 housing units to the area. Although the development may not come to be fully realized, it serves as an important discussion point as to whether the additional bonus height/density is even needed to meet the City's future needs.

In General

Finally, it should be noted that a number of potential provisions for additional bonus height can exist as ordinary, across-the-board requirements of the Triangle District, or any future district. Although it would need to be fully vetted, the City has used a form-based code to great advantage over the years, which has resulted in many other successes.

The Case FOR Bonus Height Provisions

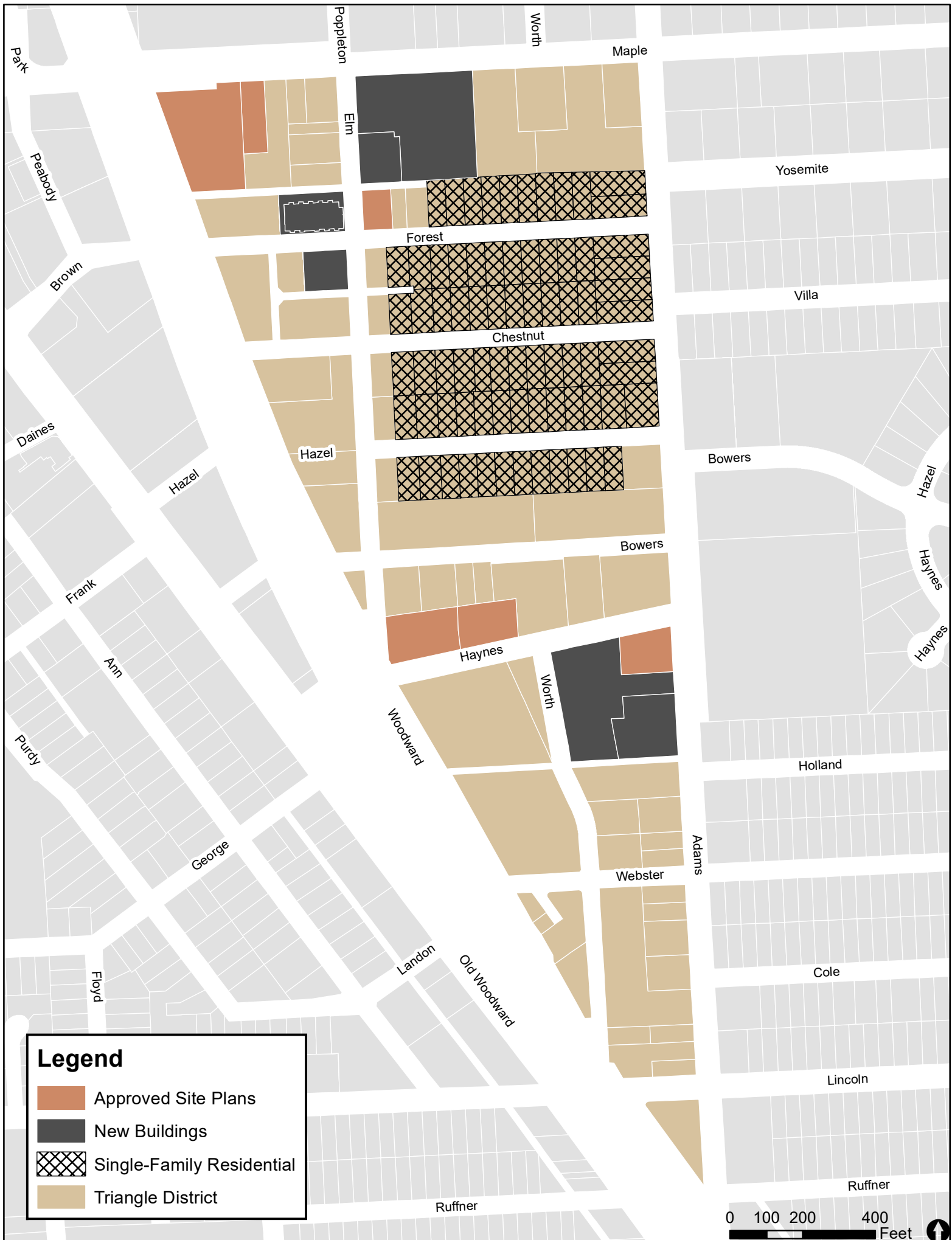
Incentive zoning is an extremely useful tool for a community. Incentive zoning allows new development in certain areas to voluntarily achieve extra floor area by providing certain public benefits. Incentive Zoning is one way that the City ensures that new development contributes to infrastructure investments in growing neighborhoods such as the Triangle District. The City has many well documented goals in its master plans that can be supported and accelerated through the existing bonus-height provisions. As discussed previously, considerations to be had through bonus height provisions include additional public parking, sustainability features, improved transit access, affordable housing, public amenities, historic preservation, and other public benefits.

Triangle District Urban Design Plan

As noted above, the Triangle Plan was designed in such a way that the City could hopefully draw development over to a relatively stagnant part of town and create a more vibrant, walkable district *similar* to that of downtown. As many of the goals of the Triangle Plan were rather ambitious, it makes sense that the City would need to use more "carrots" to realize these goals. Although development has been slow so far, a reimagining of the bonus height provisions may provide a needed jolt to an area that is still predominantly undeveloped. If constructed carefully, the City would be overseeing this development to ensure that it is done responsibly and that the public benefits achieved will serve the City's current needs, especially the needs of the neighborhoods surrounding the Triangle District.

The Birmingham Plan 2040

The 2040 Plan carries over and restates a significant amount of recommendations that were not realized from the Triangle Plan including the development of a public parking structure and the creation of park space in an underserved area. These are major capital investments that require significant effort to achieve, including [potentially] the acquisition of land. In order to realize these major goals, the bonus height provisions may be needed.





MEMORANDUM

Planning Division

DATE: September 11, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Impervious Surfaces Definition Study Session

In the City of Birmingham, impervious surfaces are currently regulated as a part of required open space, which plays a vital role in the preservation of natural and/or green space and has implications for public health, environmental sustainability, and urban heat island effects, among others. Impervious surfaces are defined in Article 9, Section 9.02 of the Zoning Ordinance as:

“Any material which prevents the infiltration of surface water, such as concrete, blacktop, asphalt, brick, stone or a similar material, but excluding sidewalks 3 feet or less in width.”

At this time, the Planning Board has indicated a desire to study this definition to identify any areas for improvement, in particular to the “stone” element. Additional considerations include the proliferation of pervious pavements that could be considered brick.

Study Session #1

At this time, the Planning Department is seeking direction from the Planning Board on which aspects of the impervious surface definition warrant redress, and to have a conversation around the broader implications on amending this definition on the City’s sustainability and development goals.

An initial concern that should be discussed when it comes to addressing the issue of stone in the form of river rock, landscaping stone, chip rocks or similar materials is the maintenance concerns, which could also be expanded to surfaces such as pervious pavement. Poor maintenance could transition a pervious surface to an impervious surface over time.

Local Definitions of Impervious Surface or other related definitions:

[SOUTHFIELD MI](#)

Impervious Surface: a surface that prevents the infiltration of water into the ground such as roofs, streets, sidewalks, driveways, and parking lots.

[ROYAL OAK MI](#)

Pavement, Impervious: A surface material for parking lots, maneuvering aisles, driveways, loading areas, sidewalks, pedestrian pathways, and other areas which prevents the infiltration of surface water, including, but not limited to, asphalt, concrete, brick, stone, or similar materials.

Pavement, Pervious or Permeable: A surface material for parking lots, maneuvering aisles, driveways, loading areas, sidewalks, pedestrian pathways, and other areas which allows the infiltration, treatment, and/or storage of surface water, including, but not limited to, porous asphalt, pervious concrete, permeable interlocking pavers, reinforced turf, or similar materials.

[FERNDALE, MI](#)

Impervious Surface: Man-made material that covers the surface of land and substantially reduces the infiltration of storm water to a rate of five percent or less. Impervious surfaces include, but are not limited to, pavement, buildings and structures.

Paved: An impervious surface constructed out of asphalt, concrete or similar material.

[TROY, MI](#)

Open Space: A parcel or area of land that is intended to provide light and air, and is designed for resource protection, aesthetic, or recreational purposes. Open space uses may include, but are not limited to lawns, decorative plantings, walkways, active and passive recreation areas, land use buffers, playgrounds, fountains, woodlands, wetlands and bio-retention facilities. Open space shall not include streets, driveways, parking lots, or other surfaces designed or intended for vehicular traffic.

[NORTHVILLE, MI](#)

Pavement: A material, permeable or impermeable, that covers the surface of the ground, such as concrete, blacktop, asphalt, pavers, brick, stone, gravel, or other similar material. Handicap access ramps are excluded from this definition.

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 9, SECTION 9.02, DEFINITIONS, TO MODIFY THE DEFINITION FOR IMPERVIOUS SURFACE

Impervious Surface: Any material which prevents the infiltration of surface water, ~~such as~~ **including, but not limited** to concrete, blacktop, asphalt, brick, stone or a similar material, but excluding sidewalks 3 feet or less in width.

ORDAINED this _____ day of _____, 2024 to become effective 7 days after publication.

Elaine McLain, Mayor

Alex Bingham, City Clerk



MEMORANDUM

Planning Division

DATE: September 11, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Rules of Procedure Study Session

On June 26, 2024 ([Agenda](#) – [Minutes](#)), the Planning Department suggested some changes to the Planning Board Rules of Procedure ("ROP") to accommodate a more regular spot on the agenda for the Birmingham Plan 2040. However, in discussing the ROP, it was noted that it may be time to revisit them in their entirety to determine any other updates that could be considered, as the last version was adopted in 2018.

Please see the attached Rules of Procedure document with suggested edits based on the initial direction of the Planning Board.

**PLANNING BOARD
OF THE
CITY OF BIRMINGHAM, MICHIGAN**

RULES OF PROCEDURE

Article I – Organization

- A. The Planning Board shall annually, at a regular meeting in April, elect a Chairperson and a Vice-Chairperson to hold office for one year and until their successors are appointed and qualify. No one individual shall serve for more than three (3) consecutive years as Chairperson or for more than three (3) consecutive years as Vice-Chairperson. The Planning Director, or ~~his or her~~ **their** authorized representative, shall act as Secretary and shall appoint a Clerk to record the proceedings.
- B. The Chairman shall preside at all meetings of the Planning Board. In the absence of the Chairman, the Vice-Chairman shall preside, and in the absence of both, if a quorum shall be present, a Chairman shall be designated by a majority of the members of the Planning Board present at the meeting. The presiding officer, subject to these rules, shall decide all points of order or procedure, in accordance with the rules contained in the current edition of Robert's Rules of Order Newly Revised.
- C. The Secretary shall maintain the minutes of the Planning Board's proceedings, shall have custody of all records of the Planning Board; shall supervise all of the clerical work of the Planning Board; and perform such further duties as may be requested by the Planning Board.

Article II – Meetings

- A. All meetings of the Planning Board shall be open to the public and any person or ~~his~~ **their** duly constituted representative shall be entitled to appear and be heard on any matter applicable to the business at hand before the Planning Board makes its decision.
- B. Regular Planning Board meetings shall be held on the 2nd and 4th Wednesday of the month at 7:30 P.M. at the Birmingham Municipal Building, 151 Martin Street, Birmingham, Michigan.

The meeting held on the second Wednesday of each month is to be reserved for long-range planning activities, matters related to the Planning Board's priority list and specific requests from the City Commission.

The meeting held on the fourth Wednesday of each month is to be devoted to Preliminary Site Plan, Final Site Plan and Design Reviews, Special Land Use Permit Reviews, **Rezoning Requests**, public hearings, specific requests from the City Commission, and other matters requiring the Planning Board's review.

Meetings will end promptly at 11:00 p.m. Meetings may be extended in their duration up to 12:00 midnight upon the affirmative vote of four (4) Planning Board Members.

- C. Five (5) members of the Planning Board may suspend any rule of procedure including the date or time of regular meetings.
- D. A special meeting may be called by the Chairman or any two (2) members of the Planning Board upon twenty-four (24) hours notice to each member of the Planning Board.
- E. Four (4) members of the Planning Board shall constitute a quorum for the conduct of its business. The concurring affirmative vote of four (4) members of the Planning Board shall be required for approval of plans before the Planning Board and for review or for adoption of any resolution, motion or other action by the Planning Board.
- F. The order of business at the Planning Board meetings shall be as follows:
 - 1. Roll Call
 - 2. Review of the minutes of the previous meeting
 - 3. Review of the Agenda
 - 4. Meeting open to the public for items not on the printed Agenda**
 - 5. Unfinished business
 - 6. Rezoning Applications
 - 7. Community Impact Studies
 - 8. Special Land Use Permits
 - 9. Site Plan and Design Reviews
 - 10. Study Session
 - ~~11. Meeting open to the public for items not on the printed Agenda.~~
 - 12. Miscellaneous business and communications
 - 13. Adjournment
- G. Historic Site Plan Reviews may be held at a joint meeting with the Historic District and ~~Design Review~~ Commission or separately. The Planning Director shall determine the need, date, and time for any such joint meetings.
- H. The Planning Board agenda for the meeting at which site plans and special land use permit requests are discussed, shall be limited to a maximum of five (5) review items (historic and non-historic), including those tabled items which may be carried over from a preceding meeting. Placing a limitation upon the number of items to be accommodated on the Planning Board agenda is necessary to afford both Planning Board members and staff sufficient opportunity to review proposed plans and existing site conditions prior to the meeting, as well as to provide each petitioner's project an adequate, unhurried, collective review by all of the Planning Board members at the meeting itself. Petitions that require consideration of a proposed Cluster Development or Community Impact Study will be considered as separate items. Petitions that require a Special Land Use Permit will be heard in conjunction with the site plan review and will not be considered as separate items. The items to be placed on the agenda will be determined by the Planning Director and the Planning Board chairperson.

Joint meetings of the City Commission and the Planning Board shall be held at least twice per calendar year at a time to be designated by the **City Manager and Planning Director** Mayor, and it shall be the duty of the Mayor to call such meetings.

Article III – Procedure

- A. The Planning Board shall have the responsibility for Site Plan and Design Review, and Special Land Use Permit Review, as outlined in Chapter 126 of the City Code. It shall be the function of the Planning Board to pass upon all matters referred to it by the City Commission and to give to the City Commission the benefit of its judgment with relation to such matters so referred. Matters so referred may include, but are not restricted to: requests for change of zoning; request for closing, opening or altering a street, or an alley; requests for issuing building permits; and any other matters which bear relation to the growth of the municipality. When the Planning Board has made any recommendation, the same shall be referred to the City Commission or other appropriate City boards.
- B. An application for Site Plan and Design Review, and Special Land Use Permit Review, shall be filed with the Birmingham Planning Department. This application, together with supporting data, shall be reviewed by the Planning Board.
 - 1. The application shall be made on a form supplied by the Planning Department.
 - 2. The "supporting data" referred to above shall consist of the following:
 - I. ~~Two (2)~~ **One (1)** paper **copy** copies and one (1) digital copy of project plans including:
 - i. A detailed existing conditions plan including the subject site in its entirety, including all property lines, buildings, structures, curb cuts, sidewalks, drives, ramps and all parking on site and on the street(s) adjacent to the site, and must show the same detail for all adjacent properties within 200 ft. of the subject sites property lines;
 - ii. A detailed and scaled site plan depicting accurately and in detail the proposed construction, alteration or repair;
 - iii. A certified land survey;
 - iv. Interior floor plans;
 - v. A landscape plan;
 - vi. A photometric plan;
 - vii. Colored elevation drawings for each building elevation;
 - II. Specification sheets for all proposed materials, light fixtures and mechanical equipment;
 - III. Samples of all proposed materials;
 - IV. Photographs of existing conditions on the site including all structures, parking areas, landscaping and adjacent structures;
 - V. Current aerial photographs of the site and surrounding properties;
 - VI. Any other data requested by the Planning Board, Planning Department, or other City Departments.

- C. The application and supporting data shall be submitted to the Birmingham Planning Department not later than the 28th day preceding the meeting of the Planning Board at which the application is requested to be heard. Applications that require the submission of a Community Impact Study and/or Traffic Study shall submit the application and supporting data to the Planning Department not later than the 45th day preceding the meeting of the Planning Board at which the application is requested to be heard.
- D. The Planning Board shall seek public comment regarding each agenda item that requires a motion by the Planning Board.
- E. The Planning Board shall notify the Building Department of its approval or rejection of the application submitted to it for review. If the application is approved, the Secretary shall sign and date the permit application. The Building Department then has the responsibility of comparing those plans with the plans endorsed, approved, dated and signed by all approving members.
- F. Failure of the applicant, or a duly authorized representative, to appear for the hearing will result in the application being adjourned to the next regular meeting at which site plans are scheduled for review. If after notice, the applicant fails to appear for the second time, it will result in an automatic withdrawal of the application. The applicant will be free to reapply without prejudice.
- G. Site Plan Approval shall be valid for a period of one (1) year from the date it is granted. Upon request, the Planning Board may (but need not) grant an extension of not in excess of one (1) year to the applicant prior to the expiration date without the necessity for making an additional presentation. The Building Official shall not issue a permit for such work unless a valid site plan is in effect.

Article IV – Notification of Meetings

Public notice of all special meetings of the Planning Board stating date, time and place of such meetings shall be posted at least eighteen (18) hours prior to the meeting.

Article V – Citizen Participation

During any Planning Board meeting, any person may question or comment upon any specific agenda item at the time the Planning Board considers that item.

The public shall also be invited to make comments on any item not on the meeting agenda under the agenda item, "meeting open to the public for items not on the printed agenda."

No person shall address the Planning Board without first having been recognized by the presiding officer. Once recognized, the member of the public shall go to one of the available microphones, and state his or her name and address before speaking.

The Chairperson may require that speakers limit their comments so as to provide opportunities for comments from all interested persons. In particular, no member of the

public shall normally be permitted to speak a second time on the same issue until all others wishing to make a presentation on the subject have had an opportunity to do so.

If any person becomes loud or unruly, the presiding officer may rule that person out of order and may forfeit that person's opportunity to speak further. A person may also be expelled from the meeting for disruptive conduct.

Article VI – Code of Ethics

The Planning Board members will:

1. Recognize the primary role of community planners is at all times to serve the past, present and future public interest.
2. Continuously strive to achieve high standards of integrity and professionalism so that the public respect for the community planning process is maintained.
3. Comply with the City's Ethics Ordinance.
4. Continually strive to keep the public informed on community planning issues, encourage communication between citizens and elected and appointed officials, and emphasize at all times friendly, courteous and professional service to the public.
5. Be aware of, and give special attention to, the long and short range impacts and inter- relatedness of planning decisions.
6. Endeavor to protect and enhance the natural environment and quality of life through careful and thoughtful decision making, advice and recommendations.
7. Make it a duty to share, advance and contribute to the body of planning knowledge through education, information, and advocacy.
8. Make decisions for the good of the community as a whole and avoid any act or decision that would tend to promote individual or special interests at the expense and/or integrity of community planning.
9. Strive to utilize professional staff and other resources to achieve the most desirable results with regard to the community planning process.
10. Support and defend the laws and the Constitution of the United States of America and State of Michigan.

Article VII – Amendments

These Rules of Procedure may be amended at any regular meeting of the Planning Board upon the affirmative vote of five (5) members.

Adopted: **September 11, 2024**

1/08/97, 6/10/98, 1/24/2001,
10/12/01, 01/09/02, 03/10/04,
03/09/05, 06/13/18, **09/11/24**



MEMORANDUM

Planning Division

DATE: September 11, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: The Birmingham Plan 2040 – Next Steps

In an effort to utilize the Planning Boards time as effectively as possible, the Planning Department would like to begin studying a couple of items from the prioritization matrix of the Birmingham Plan 2040. Please review the attached prioritization matrix and consider options as we move into the new year.

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 MMTB & City Commission)
		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	Woodward Gateways Plan	Create a Woodward Gateways Plan to comprehensively address the three gateway areas along Woodward.	-	☐	(This section shared with City Commission)
		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	☐	
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	☐	

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	☐	

*Although a formal Sustainability Board does not exist at this time, the Ad Hoc Environmental Sustainability Committee will consider many of these key actions in their Sustainability and Climate Action Plan, and the rest may be considered by a future formal Sustainability Board.

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 City Commission & 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	☐	
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 MMTB & 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	☒	Lavery Porsche Development
		Adjust Worth to meet Woodward perpendicularly.	1	☐	
New Plans	Woodward Gateways Plan	Create a Woodward Gateways Plan to comprehensively address the three gateway areas along Woodward.	-	☐	(This section shared with Planning Board)
		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	☐	
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.	-	☒	COMPLETED - Parks & Recreation Plan adopted in 2023
		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	☒	Booth Park Trail Plan
		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	☐	

Key/Legend

Type	Title	Description	Where	In Progress	Notes
Type of action from Plan	Title of Action from Plan	Dark grey box corresponds to broad action item heading/category	-	☐	Basic notes for tracking
↓	↓	White box corresponds to sub-actions related to broad action above	Chapter	☐	↓



MEMORANDUM

Planning Division

DATE: September 11, 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
- 35001 Woodward – Land lease executed by City Commission/Design development, site plan extension granted on October 11, 2023
- 239 N Old Woodward – Bloom Bistro – Under Construction
- 707 S. Worth – Under construction
- 36877 Woodward – Gasow Veterinary Hospital – Under construction
- 243 Merrill – La Strada – Final inspections
- 320 Martin – Birmingham Post Office – Design Development
- 185 N. Old Woodward – Bell Bistro – Permitting/construction
- 460 N. Old Woodward – Wilders – Final inspections
- 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
- 33866 Woodward – Polestar – Permitting/Design development
- 370 E. Brown – Under construction
- 33816 Woodward – Auto Europe – Design development

City Commission

- -

Ordinance Amendments/Master Planning

- -

Non-Planning Board Projects

- 185 Oakland – Belfor – Façade renovations, permitting
- 33680 Woodward – Petrucci Studio – Under construction
- 163 W. Maple – The Last Bean – Under construction
- 138 W. Maple – Blakeslee Building – Façade renovations, permitting
- 172 N. Old Woodward – National Bank Building – Façade renovations, inspections
- 151 N. Eton – Façade and screening improvements, permitting
- 34500 Woodward – Golling Fiat – Façade renovations, design development

- Historic Preservation Master Plan – In progress.

Sustainability & Climate Action Plan/Greenhouse Gas Emissions Inventory

- Next meeting – September 16, 2024
- Greenhouse Gas Emissions inventory – COMPLETE
- Sustainability and Climate Action Plan – In progress (95%)



AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY SEPTEMBER 25, 2024 – 7:30 PM
151 MARTIN ST., CITY COMMISSION ROOM 205, BIRMINGHAM MI*

- A.** Roll Call
- B.** Review and Approval of the Minutes of the Regular Meeting of **September 11, 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. **Triangle District Bonus Height Requirements – Public Hearing**
- L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - ii. **Joint Meeting – October 21, 2024**
 - 3. Administrative Approval Correspondence
 - i. **September 6, 2024 – September 20, 2024**
 - 4. Draft Agenda – **October 9, 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 248-644-3405 (TDD) 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 OCTOBER 9, 2024 – 7:30 PM
151 MARTIN ST., CITY COMMISSION ROOM 205, BIRMINGHAM MI*

- A.** Roll Call
- B.** Review and Approval of the Minutes of the Regular Meeting of **September 25, 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. **Triangle District Bonus Height Requirements – Study Session**
 - 2. **The Birmingham Plan 2040 – Next Steps**
 - 3. **Impervious Surface – Study Session**
 - 4. **Planning Board Rules of Procedure**
- L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - ii. **Joint Meeting – October 21, 2024**
 - 3. Administrative Approval Correspondence
 - i. **September 20, 2024 – October 4, 2024**
 - 4. Draft Agenda – **November 13, 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:

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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 248-644-3405 (TDD) 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).

Planning Board Action List – 2024

Topic	General Goals	City Commission Directive?	2040 Plan	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)	☒	☐