BIRMINGHAM
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AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY NOVEMBER 13, 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 **October 9, 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. **35001 & 35075 Woodward – Request for One Year Extension of Final Site Plan**

K. Study Session
1. **Generator Ordinance – Study Session**
2. **400 E. Lincoln Property – Public Project Review Guidelines**
3. **Triangle District Bonus Height Requirements Phase 2 – Study Session**
4. **Impervious Surface – Study Session**
5. **Planning Board Rules of Procedure**

L. Miscellaneous Business and Communications:
1. Pre-Application Discussions
   i. **225 E. Maple – Social Kitchen & Bar**
2. Communications
   i. **Project Updates**
3. Administrative Approval Correspondence
   i. **October 4, 2024 – November 8, 2024**
4. Draft Agenda – **December 11, 2024**
5. Action List – **2024/2025**
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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*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 248-644-3405 (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 dia antes de la reunión para solicitar ayuda a la movilidad, visual, auditiva, o de otras asistencias. (Title VI of the Civil Rights Act of 1964).

City Of Birmingham
Regular Meeting Of The Planning Board
October 9, 2024
City Commission Room
151 Martin Street, Birmingham, Michigan

Minutes of the regular meeting of the City of Birmingham Planning Board held on October 9, 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, Bert Koseck, Janelle Whipple-Boyce; Alternate Board Members Jason Emerine, Nasseem Ramin

Absent: Board Members Stuart Jeffares, Daniel Share

Staff: Planning Director Dupuis; City Transcriptionist Eichenhorn

KMG: Brian Deming

B. Approval Of The Minutes Of The Regular Planning Board Meeting of September 25, 2024

10-40-24

Motion by Williams
Seconded by Emerine to approve the minutes of the Regular Planning Board meeting of September 25, 2024 with the two corrections noted.

Motion carried, 7-0.

VOICE VOTE
Yeas: Williams, Emerine, Ramin, Whipple-Boyce, Clein, Boyle, Koseck
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

1. **400 E. Lincoln – Request to rezone from R4 (Two-Family Residential) to PP (Public Property) – PUBLIC HEARING**

The Chair opened the public hearing at 7:33 p.m.

DRAFT

PD Dupuis presented the item.

Seeing no public comment, the Chair closed the public hearing at 7:43 p.m.

Staff answered informational questions from the Commission.

Board members raised the following points during discussion:

- The Ad Hoc Recreation/Senior Center Committee (SCC) is in favor of the Board conducting a site plan review for this project in the future.
- There should likely be a height limitation on this specific property, as height could be a concern for the residential neighbors.
- Changing this parcel to public property could be an appropriate extension of the zoning of the adjacent St. James Park.
- This would be an appropriate rezoning, as the property is owned by the City and all other City-owned properties are most likely zoned public property.
- Any other concerns could be mitigated by good design and further study.
- The report outlined the finding of facts that make this rezoning appropriate.

10-41-24

Motion by Williams
Seconded by Whipple-Boyce based on a review of the rezoning request and supporting documentation submitted by the applicant, a review of the applicable master plan documents and the development trends in the area, the Planning Board adopts the findings of fact contained in the staff report dated October 9, 2024 and recommends approval to the City Commission for the rezoning of 400 E. Lincoln to change the zoning designation of the entire parcel from R4 (Two-Family Residential) to PP (Public Property).

Motion carried, 7-0.

VOICE VOTE
Yeas: Williams, Emerine, Ramin, Whipple-Boyce, Clein, Boyle, Koseck
Nays: None

Mr. Deming briefly answered informational questions from the Board.

H. Community Impact Study and Site Plan Review
I. Special Land Use Permits
J. Site Plan & Design Reviews
K. Study Session

1. **Triangle District Bonus Height Requirements Phase 2**

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

2. **The Birmingham Plan 2040 – Next Steps**

L. Miscellaneous Business and Communications

1. **Pre-Application Discussions**
2. **Communications**
3. **Administrative Approval Correspondence**
4. **Draft Agenda**
5. **Action List - 2024**
6. **Other Business**

PD Dupuis answered informational questions from the Board.

Board members raised the following points during discussion:

- Site plans and rezoning considerations are separate from each other. Considerations of potential site plan review could be part of the Board's potential recommendations to the Commission for a potential public project review process.
- It may be appropriate to create public parcel subcategories with some height limitations based on location and context.
- Different levels of review can prevent inappropriate heights or other similar concerns, even on properties without height restrictions.
- When the Board discusses public property reviews, it would be helpful to have a map of all public property locations in the City.

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 8:07 p.m.

Nick Dupuis, Planning Director

Laura Eichenhorn, City Transcriptionist

DRAFT

BIDDISON
ARCHITECTURE

October 8, 2024

Nicholas Dupuis
Planning Director
City of Birmingham, Mi

Re: 35001 35075 Woodward Request for an extension of the Planning Commission Approval:

Dear Mr. Dupuis,

Please treat this letter as a formal request from Hesham E. Gayar Managing Member of Select Commercial Assets Hospitality, LLC, for an extension of the Final Planning Commission approval for the property listed above. Final legal agreements to complete this project are still being finalized and will take additional time to finish. We respectfully ask for a one year extension to allow time to finish this process so we may move forward with construction of the project.

We ask that this matter be placed on the next Planning Commission agenda for approval of this extension. Please contact our office if you have any additional questions or need any additional information at this time. Thank you for your assistance in this matter.

Regards,

Kevin Biddison AIA
Biddison Architetcure P.C.

Hesham E. Gayar, Member
Selected Commercial Assets Hospitality, LLC

320 Martin Street Suite LL-10
Birmingham, MI 48009
p 248•554•9500

biddison-ad.com

BIRMINGHAM
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MEMORANDUM

Planning Division

DATE: November 13, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director
Paul A. Wells, Fire Chief
Bruce Johnson, Building Official
Jeff Scaife, Fire Marshal

SUBJECT: Emergency Standby Generators in Single-Family Zoned Districts

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Home whole-house generators produce large amounts of carbon monoxide (CO); a silent killer that is a colorless, odorless, and toxic gas produced when carbon-containing materials are incompletely combusted. Over the last three years, the Fire Department has responded to more than a dozen CO incidents involving these generators. Typically, the calls originate during heavy storms where power outages occur, causing a strain on the Fire Department response due to multitudes of emergency calls for downed wires, downed trees, and occasionally structure fires. On June 19, 2024 an extremely strong storm came through our area and generated over 300 calls to Birmingham's dispatch center during the first hour. During this period the Fire Department responded to 3 homes with deadly levels of CO from whole house generators.

Additionally, these home generators produce a sizable amount of noise while operating, resulting in citizen complaints that have been filed with the Building Department and the City Commission. There have been 39 generator permits filed with the City through July of this year. The previous year saw over 100. With an unstable electrical grid/infrastructure, permit numbers will likely rise with time due to the increase in powerful storms.

Substantial storm cells have been increasing steadily over the past few years. These storms bring with them numerous occasions where electrical power has been halted by downed power lines or blown transformers. Three years ago the Fire Department and the Building Department began tracking and investigating home generators that produced CO inside residential homes. Year-to-

date both departments have investigated over a dozen homes that were found to have very high levels of CO. These readings ranged from 30 parts per million (ppm) to over 100 ppm with four-gas meters used by responding fire crews. Several times the levels peaked over 100 ppm and fire crews had to don their self-contained breathing apparatus (SCBA) to safely enter the dwelling. The World Health Organization recognizes the following CO levels and exposure times for residential homes:

- 9–10 parts per million (ppm): For no more than 8 hours
- 25–35 ppm: For no more than 1 hour
- 90–100 ppm: For no more than 15 minutes

Most home generators are placed in the side yard approximately 18 inches from the structure and 5 feet from window/door openings. This installation is according to manufacturer recommendations, however, in the environment of Birmingham this is not always proving to be safe. This placement has resulted in a dense concentration of CO where there is limited air movement on the side of the structure allowing the CO to seep into cracks, crevasses, and soffit vents, among other areas. Furthermore, with these units being placed between homes there is an additional concern where home 'A' could be on generator backup, and the neighboring home 'B' does not have a generator and elected to open their windows in the summer months allowing CO to enter into home 'B' through open windows. The Fire Department has responded multiple times to this exact type of incident.

Carbon monoxide has not been the only concern; noise pollution has been a topic of complaint recently received at both the Building Department and City Commission levels. The complaints received almost always involve generators installed in side yards between two houses.

Based on the dangers of the current generator locations, it is recommended that newly installed generators be placed in the rear lot no less than 5 feet from the furthest point of the home and no less than 3 feet from the side property line. The exhaust side of the generator shall face the rear of the yard. If the generator is desired to be located towards the rear of the back yard it should be no less than 3 feet from the rear and side property lines with the exhaust side of the generator facing the furthest side property line.

Study Session #1

At this time, the Planning Department has worked with the Fire and Building Departments to draft language that addresses the life safety concerns that are detailed above while also being sensitive to other requirements of the Zoning Ordinance. Please see the attached proposed amendments to Article 4, Section 4.03 of the Zoning Ordinance.

Sample Motion Language

I move that the Planning Board set a public hearing date of December 11, 2024 to review amendments to Article 4, Accessory Structure Standards, Section 4.03, to add provisions for emergency standby generators.

CITY OF BIRMINGHAM

ORDINANCE NO. _____

THE CITY OF BIRMINGHAM ORDAINS:

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

TO AMEND ARTICLE 4, ACCESSORY STRUCTURE STANDARDS, SECTION 4.03, TO ADD PROVISIONS FOR EMERGENCY STANDBY GENERATORS

4.03 AS-02

This Accessory Structure Standards section applies to the following districts:

The following accessory structure standards apply:

A. Front and Side Open Space Limitations: No accessory buildings or structures shall be erected in the required front open space or side open space, except as may otherwise be provided in this section.

B. Rear Open Space Limitations: Accessory buildings or structures may occupy a portion of the rear open space. They shall be at least 3 feet from any lot line, except as otherwise provided in this Article. If a lot has frontage on 2 streets so that the rear lot line abuts the street, accessory buildings or structures shall be set back from the rear lot line the same distance required in each two-page layout in Article 2, as a front setback for lots fronting on the street. An accessory building is not permitted closer to a principal building on an adjoining lot than the sum of the minimum required side setbacks as determined in Section 4.74(C).

C. Corner Lots: On corner lots where a rear open space abuts a front or side open space, accessory buildings or structures on a corner lot shall have a minimum setback of 5 feet from the rear lot line.

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M. Air Conditioning Units: All new and existing air conditioning units shall not count against lot coverage calculations. Non-conforming air conditioning units located within required side yard setbacks may be continued, maintained and replaced provided:

1. The area occupied or devoted to such use is of similar size and location;
2. The nonconforming unit(s) must be screened from street view and the abutting property by privacy fence, landscaping or landscape fence.

N. Emergency Standby Generators: Emergency standby generators are permitted in all residential districts. All new and replacement emergency standby generators are subject to the following requirements:

1. **Emergency standby generators are permitted in the rear yard only at a location that is no less than 5 feet from any structure, including any overhang or projection, and subject to the requirements of the open space limitations of subsections A and B of this section. Generator exhaust shall not be placed in the direction of any occupied structure.**
2. **Emergency standby generators shall be used only in emergencies where the normal power source of the residence has been disrupted. As soon as normal power has been restored, the owner must cease operation of the generator, except as may otherwise be provided in this section.**
3. **Emergency standby generators must be screened in accordance with Article 4, Section 4.54 of the Zoning Ordinance.**
4. **A permit must be obtained for the installation of any emergency standby generator on such forms as required by the Community Development Department.**
5. **All emergency standby generators shall be maintained in good working order. Property owners are responsible for maintaining and operating the emergency standby generator and complying with all applicable code requirements. Automatic maintenance exercise testing is limited to not more than fifteen (15) minutes once a week, Monday-Friday, between the hours of 7:00 a.m. to 5:00 p.m.**
6. **Non-conforming emergency standby generators may be continued and maintained provided:**

    a. **The non-conforming emergency standby generator shall meet the requirements of subsection 5 of this section;**
    b. **In the event a generator is deemed to be unsafe by the Fire Department due to a response where carbon monoxide readings**

are measured in a dwelling as a result of the operation of a generator, the Fire Department may issue a cease and desist order for the usage of the generator unit and issue an order for the generator to be relocated to the rear yard in accordance with the standards in this section.

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

_____
Elaine McLain, Mayor

_____
Alex Bingham, City Clerk

MEMORANDUM

Planning Department

DATE: November 13, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: 400 E. Lincoln – Development Guidelines

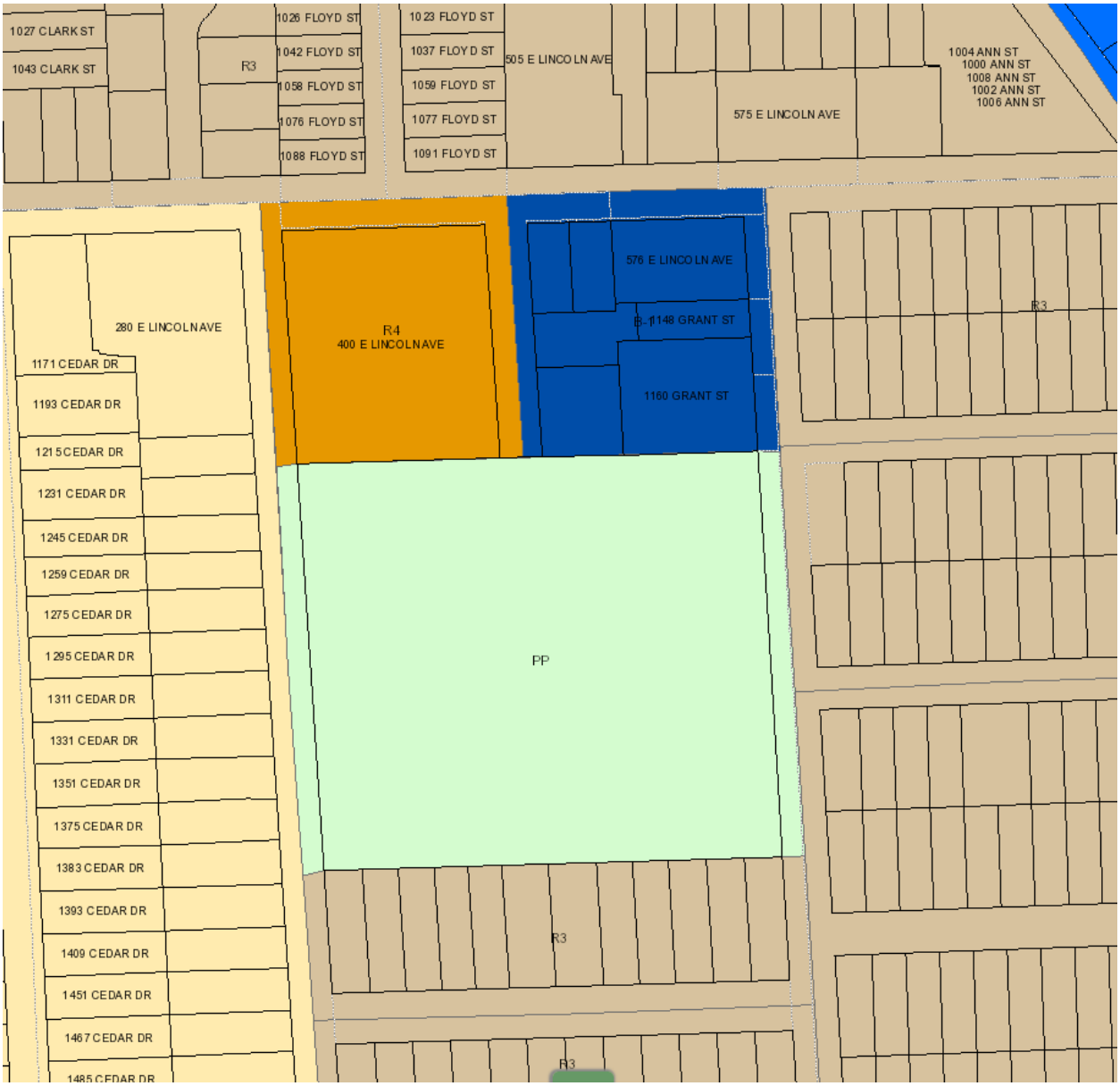
The City of Birmingham purchased the parcel at 400 E. Lincoln in the summer of 2023. At the time of purchase, it was the intention of the City to re-model or replace the existing structure (the current Birmingham YMCA) to create a permanent home for senior services (provided by Next) with an additional recreational component for all community members. The City is now in the early planning stages of replacing the existing building with a new senior/recreation center.

On October 9, 2024 (Agenda), the Planning Board reviewed a rezoning application for 400 E. Lincoln and after reviewing the request and supporting documentation, applicable master plan documents and development trends in the area, the Planning Board adopted the findings of fact contained in the staff report dated October 9, 2024 and recommended approval to the City Commission for the rezoning of 400 E. Lincoln to change the zoning designation of the entire parcel from R4 (Two-Family Residential) to PP (Public Property).

On October 28, 2024 (Agenda), the City Commission moved to adopt the findings of fact contained in the October 9, 2024 staff report to the Planning Board and approve the rezoning of 400 E. Lincoln to change the zoning designation of the entire parcel from R4 (Two-Family Residential) to PP (Public Property).

In the background of the 400 E. Lincoln project and all of the progress it has made since the City acquired the property in 2023, the Planning Board has long desired to formalize a process for the review of public projects in the City. These desires recently culminated into conversations at two joint meetings of the Planning Board on June 10, 2024 (Agenda – Minutes) and October 21, 2024 (Agenda). During these meetings, the City Commission shared their opinions of the potential for a new process and ultimately provided a positive response to the Planning Board's plans to develop a broad guideline for the review of public development projects, but also a set of guidelines for the project at 400 E. Lincoln.

At this time, the Planning Department has developed a draft guideline based on the Zoning Ordinance and surrounding area that it believes will suit the development as well as provide a scale that is sensitive to the context and character of the area.



Public Property Development Guidelines
400 E. Lincoln

Existing Site: City of Birmingham

Zoning: PP (Public Property)

Land Use: Government Use

Existing Land Use and Zoning of Adjacent Properties:

	North	**South**	**East**	**West**
Existing Land Use	Single-Family Residential	Public Property	Commercial	Single-Family Residential
Existing Zoning District	R3 (Single-Family Residential)	PP (Public Property)	B1 (Neighborhood Business)	R2 (Single-Family Residential)
Overlay Zoning District	N/A	N/A	N/A	N/A

Suggested Development Standards: B1 (Neighborhood Business)

Land Area:	Existing:	1.28 ac.
Min Front Setback:	Suggested:	N/A
Side Setbacks	Suggested:	0 ft.
Rear Setback:	Suggested:	20 ft.
Max. Bldg. Height:	Suggested	30 ft., 2 stories
Front Entry:	Suggested:	At frontage line
Parking:	Suggested:	1 space for each six person of capacity as determined by the Fire Marshal

Min. Parking Space Size:	Suggested:	180 ft^2
Parking in Frontage:	Suggested:	Not recommended
Parking Lot Landscaping	Suggested:	Recommended (Follow Section 4.20 (F))
Loading Area:	Suggested:	None

Screening:

Parking:	Suggested:	32 in. masonry screenwall
	Proposed:	
Loading:	Suggested:	None
Rooftop Mechanical:	Suggested:	Full screening to compliment the building
Elect. Transformer:	Suggested:	Fully screened from public view
Dumpster:	Suggested:	6 ft. high capped masonry wall

Streetscape:

Street Trees:	Suggested:	At least 1 street tree for each 40 linear feet of frontage
Benches:	Suggested:	Yes
Bike Racks:	Suggested:	Yes
Trash Receptacles:	Suggested:	Yes
Streetlights:	Suggested:	No

BIRMINGHAM
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MEMORANDUM

Planning Division

DATE: November 13, 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 – Minutes), 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.

New Definitions

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 (September 11, 2024 – Agenda – Minutes)

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. Woodard 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 reimaging 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.

Study Session #2 (September 25, 2024 – Agenda – Minutes)

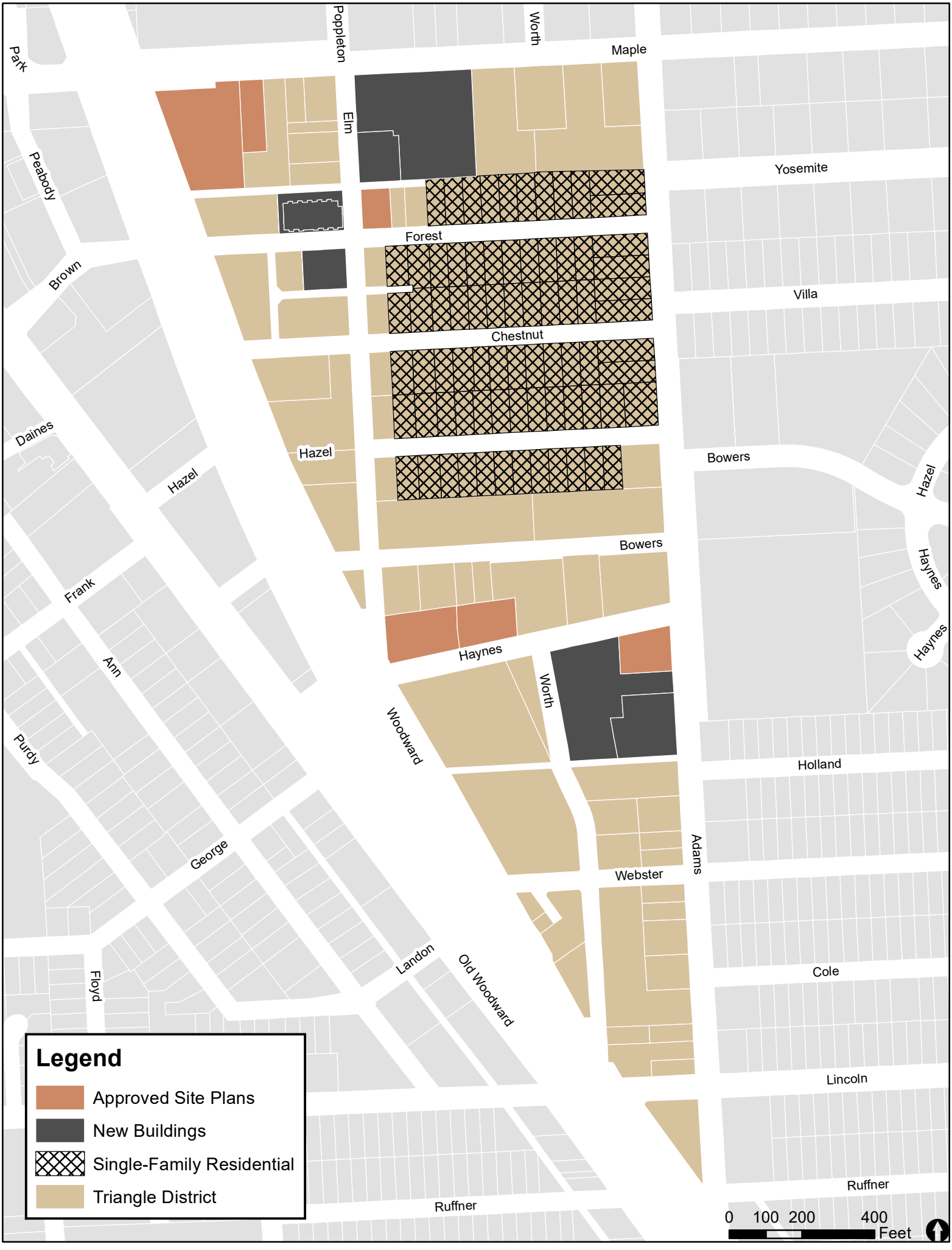
Overall, the Planning Board has indicated that incentive zoning is a strategy that should still be used in some capacity in this area. To that end, the ground-up construction of a new list of

additional bonus height provisions and the goals behind them will start with defining the concepts or themes behind the list, which may be pulled from the Birmingham Plan 2040. Please see the attached draft joint City Commission and Planning Board memo for more information.

Study Session #3 (November 13, 2024 – Agenda – Minutes)

On October 21, 2024 (Agenda – Minutes), the Planning Board and City Commission held a joint meeting in which the draft list of potential items for study was discussed with the intention of understanding the City Commissions preferences for the various approaches. The City Commission indicated a willingness to consider all of the items contained in the list, which is as follows:

- Public Parking
  - Providing on site or off site public parking.
- Sustainability
  - Requiring green roofs, solar panels, stormwater retention, or other sustainable/low impact development options.
- Transit Access
  - Setting aside space in developments for enhanced transit stops or other public transit supportive amenities
- Affordable/Attainable/Moderately Priced Housing
  - Requiring a percentage of units in a development that are sized and/or priced to a specified/defined range.
- Public Amenity
  - Requiring carve outs for public parks or public space as a part of developments or payments into a community fund for the same.
- Urban Design
  - Requiring enhanced urban design features to enhance streetscapes and improve conditions for pedestrians.
- Mixed-Use
  - Require ground-floor commercial uses at an appropriate ratio.
- Transfer of Development Rights
  - Enabling flexibility in development to open up opportunities for public projects or historic preservation.


Park
Poppleton
Worth
Maple
Elm
Peabody
Yosemite
Forest
Brown
Villa
Chestnut
Daines
Hazel
Hazel
Bowers
Hazel
Bowers
Haynes
Haynes
Frank
Ann
Worth
Woodward
Purdy
Holland
Adams
George
Webster
Landon
Old Woodward
Cole
Floyd
Lincoln
Ruffner
Ruffner
Legend
Approved Site Plans
New Buildings
Single-Family Residential
Triangle District
0 100 200 400
Feet

MEMORANDUM

Planning Division

DATE: November 13, 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 (September 11, 2024 – Agenda – Minutes)
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.

Study Session #2
Based on the requests of the Planning Board, the Planning Department has provided two additional items to help guide the discussion:

1. Other Definitions discussed during the meeting:

OAKLAND COUNTY STORMWATER STANDARDS

Impervious Surface: A surface that prevents the infiltration of water into the ground such as all roofs, streets, sidewalks, driveways, parking lots, highly compacted soils, and gravel. (pg. 95)

SEMCOG LOW INCOME DEVELOPMENT MANUAL

Impervious Surface: A surface that prevents the infiltration of water into the ground such as roofs, streets, sidewalks, driveways, parking lots, and highly compacted soils. (pg. 416)

***Impervious Surface**: Surface that does not allow stormwater runoff to slowly percolate into the ground. (pg. 491)

> * *As a distinction that need to be clarified from the 9/11/24, this definition discussed was from a section of the LID Manual that was a "Sample Ordinance." The first definition listed above is the true definition in the LID Manual.*

2. Residential survey for Open space/impervious surface analysis

Attached is a recent survey from a home at 572 Stanley that is used by the City's Building Department to calculate required open space, lot coverage and other zoning related issues to ensure that the new development meets the requirements of the ordinance.

CITY OF BIRMINGHAM

ORDINANCE NO. _____

THE CITY OF BIRMINGHAM ORDAINS:

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

TO AMEND ARTICLE 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 concrete, blacktop, asphalt, brick, stone or a similar material, but excluding sidewalks 3 feet or less in width.~~

Impervious Surface: A surface that prevents the infiltration of water into the ground such as all roofs, streets, sidewalks, driveways, parking lots, highly compacted soils, and gravel.

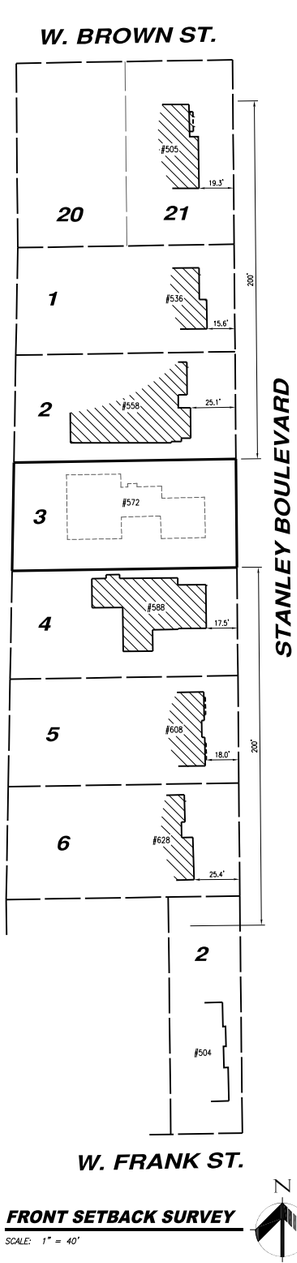
ORDAINED this _____ day of _____, 2024 to become effective 7 days after publication.

_____
Elaine McLain, Mayor

_____
Alex Bingham, City Clerk

LEGEND

- 770.00 — EXISTING GRADE
- 770 — EXISTING CONTOURS, 1' INTERVAL
- 770.00 — PROPOSED GRADE
- 770.00 — AS-BUILT GRADE
- DIRECTION OF SURFACE DRAINAGE
- SILT FENCE & LIMITS OF EARTH DISTURBANCE
- EXISTING ASPHALT PAVEMENT TO REMAIN
- EXISTING CONCRETE PAVEMENT TO REMAIN
- EXISTING GRAVEL AREAS TO REMAIN
- PROPOSED NEW PAVEMENT AREAS
- EXISTING TREE TO REMAIN



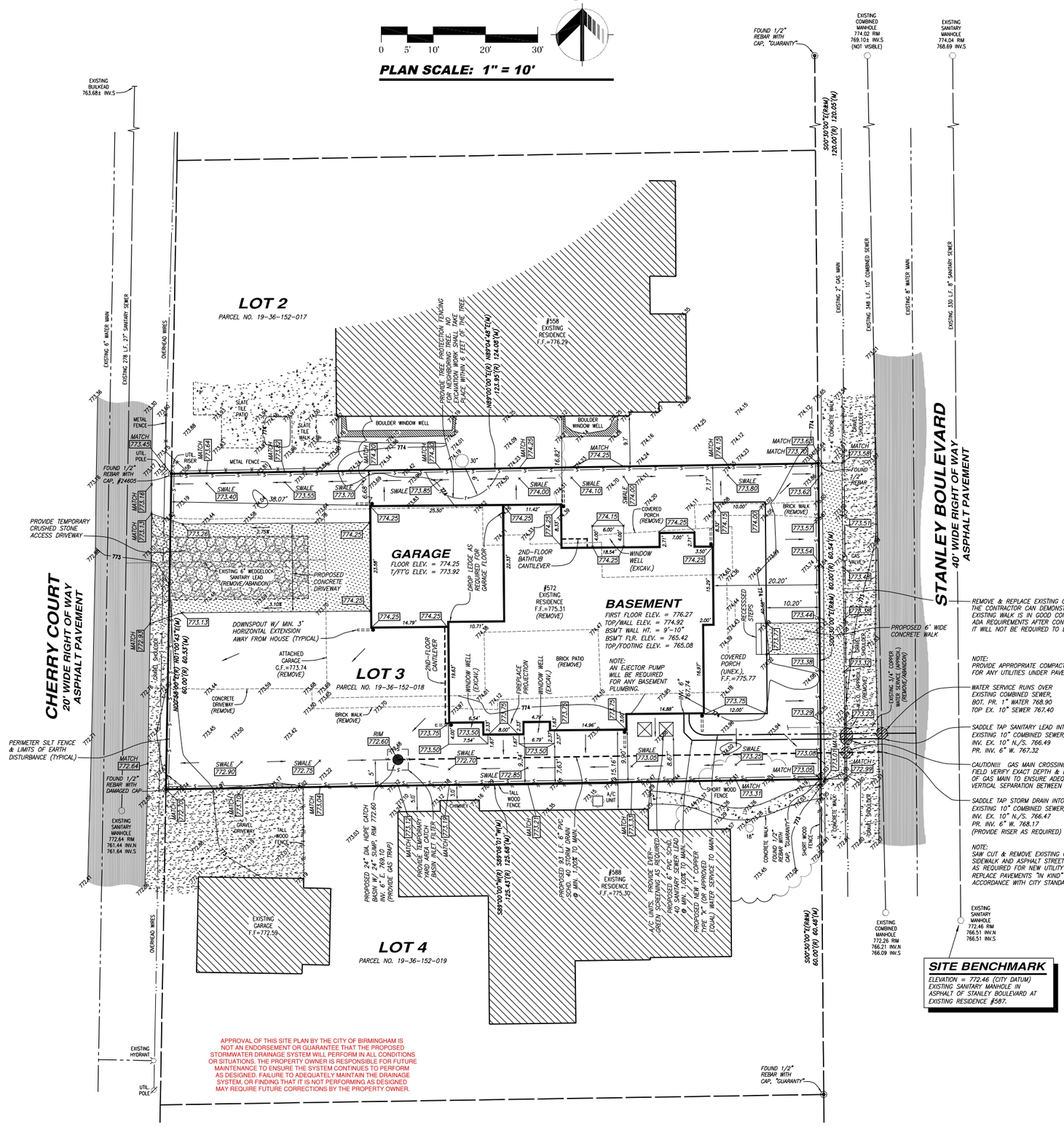
FRONT SETBACK SURVEY

SCALE: 1" = 40'

N

0 5' 10' 20' 30'

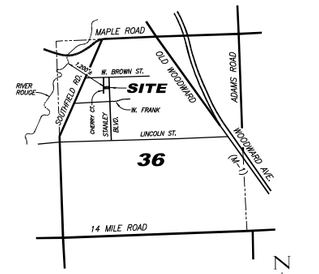
PLAN SCALE: 1" = 10'



SITE BENCHMARK

ELEVATION = 772.46 (CITY DATUM)
EXISTING SANITARY MANHOLE IN ASPHALT OF STANLEY BOULEVARD AT EXISTING RESIDENCE #587.

APPROVAL OF THIS SITE PLAN BY THE CITY OF BIRMINGHAM IS NOT AN ENDORSEMENT OR GUARANTEE THAT THE PROPOSED STORMWATER DRAINAGE SYSTEM WILL PERFORM IN ALL CONDITIONS OR SITUATIONS. THE PROPERTY OWNER IS RESPONSIBLE FOR FUTURE MAINTENANCE TO ENSURE THE SYSTEM CONTINUES TO PERFORM AS DESIGNED. FAILURE TO ADEQUATELY MAINTAIN THE DRAINAGE SYSTEM, OR FINDING THAT IT IS NOT PERFORMING AS DESIGNED MAY REQUIRE FUTURE CORRECTIONS BY THE PROPERTY OWNER.



LOCATION MAP

SCALE: 1"=2000'

PROPERTY DESCRIPTION

PARCEL NO. 19-36-152-018
LOT 3, "HOODS ADDITION", A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 36, VILLAGE OF BIRMINGHAM (NOW CITY OF BIRMINGHAM), OAKLAND COUNTY, MICHIGAN AS RECORDED IN LIBER 4 OF PLATS, PAGE 11 OF OAKLAND COUNTY RECORDS.

SITE CRITERIA

- ADDRESS: 572 STANLEY BOULEVARD
- PARCEL ID NO.: 19-36-152-018
- ZONING: R-2, SINGLE FAMILY RESIDENTIAL

- AVERAGE FRONT SETBACK AS SURVEYED = 20.15'
- REQUIRED REAR SETBACK = 30'
- REQUIRED MINIMUM COMBINED FRONT AND REAR SETBACK = 55'
- REQUIRED MINIMUM SIDE SETBACK = 5'
- REQUIRED MINIMUM SIDE SETBACK, ONE SIDE = 9'
- REQUIRED TOTAL SIDE SETBACK = 25% x 60.54' = 15.14'
- REQUIRED DISTANCE BETWEEN STRUCTURES = 15.14'

- PARCEL AREA AS SURVEYED = 7,557 S.F. (0.173 ACRE)
- LOT COVERAGE ALLOWED = 30% = 2,267 S.F.
- LOT COVERAGE PROPOSED = 2,258 S.F. PER ARCHITECT (29.9%)
- OPEN SPACE REQUIRED = 40% = 3,023 S.F.
- OPEN SPACE PROPOSED = 4,542 S.F. (60.1%)
- FRONT YARD AREA = 1,220 S.F.
- FRONT YARD OPEN SPACE REQUIRED = 65% = 793 S.F.
- FRONT YARD OPEN SPACE PROPOSED = 1,159 S.F. (95.0%)

- AREA OF EARTH DISTURBANCE = 0.17 ACRE
- DISTANCE TO NEAREST BODY OF WATER = APPROX. 1,200 FEET TO THE RIVER ROUGE TO THE NORTHWEST (REFER TO LOCATION MAP).

BENCHMARKS

CITY BENCHMARK #27
ELEVATION = 766.37 (CITY DATUM)
FOUND BRASS CAP ON THE NORTHEAST CORNER OF LINCOLN STREET AND SOUTHFIELD ROAD, 1 FOOT NORTH OF THE BACK OF WALK.

SITE BENCHMARK
ELEVATION = 772.46 (CITY DATUM)
EXISTING SANITARY MANHOLE IN ASPHALT OF STANLEY BOULEVARD AT EXISTING RESIDENCE #587.

NOTES

1. SURVEY AND TOPOGRAPHY IS AS PERFORMED AND PROVIDED BY AZTEC LAND SURVEYORS INC., JOB NO. 24-081, DATED JULY 26, 2024.
2. THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND EXISTING DRAWINGS. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES OTHER THAN THE STRUCTURE INVENTORY SHOWN HEREON.
3. A CURRENT TITLE POLICY HAS NOT BEEN FURNISHED AT TIME OF SURVEY, THEREFORE EASEMENTS AND/OR ENCUMBRANCES AFFECTING SUBJECT PARCEL MAY NOT BE SHOWN.
4. RAIN GUTTER DOWNSPOUTS MUST BE CONSTRUCTED IN A MANNER THAT DIRECTS WATER FLOW TO THE FRONT OF SUBJECT PROPERTY WHENEVER POSSIBLE.
5. ALL TREES IN THE EXISTING RIGHT OF WAY MUST BE PROTECTED DURING TIME OF CONSTRUCTION.
6. ALL FOUNDATION DIMENSION AND FINISH FLOOR ELEVATIONS SHALL BE VERIFIED WITH THE FINAL APPROVED BUILDING PLANS PRIOR TO THE START OF CONSTRUCTION.

APPROVED
ENGINEERING DEPT.
X AS SUBMITTED ☐ AS NOTED
10/18/2024
CITY OF BIRMINGHAM
By

NOTE

REFER TO SHEET 2 FOR ADDITIONAL NOTES & DETAILS.

CONTRACTOR'S NOTE

The locations of existing underground utilities are shown in an approximate way only. The contractor shall determine the exact location of all existing utilities before commencing work. He agrees to be fully responsible for any and all damages which might be occasioned by his failure to exactly locate and preserve any and all underground utilities.

3 WORKING DAYS
BEFORE YOU DIG CALL MISS DIG
1-800-482-7171
(TOLL FREE) for the location of underground utilities

The contractor shall be responsible for adhering to all applicable local, state, and federal standards, specifications, and guidelines for construction.

REVISIONS:
10-11-24 REVISED PER CITY ENGINEER.

CLIENT:
HUNTER ROBERTS HOMES
30095 NORTHWARD AVENUE
SUITE 110
BLOOMFIELD HILLS, MI 48304
(248) 644-4910

JOB NO: 24-083
DATE: 9-13-24
SCALE: N.T.S.
DRAWN BY:

SEAL:
STATE OF MICHIGAN
NATHAN PAUL ROBINSON
License No. 6201047489
PROFESSIONAL ENGINEER

HORIZON ENGINEERING LLC
CIVIL ENGINEERING, SITE PLANNING & LAND DEVELOPMENT CONSULTING
P.O. Box 182158, Shelby Township, Michigan 48318
Phone 586.453.8097

PROJECT:
Lot 3
"Hood's Addition"
#572 STANLEY BOULEVARD
PARCEL NO. 19 36 152-018
PART OF THE NW. 1/4 OF SECTION 36, T.2N., R.10E.,
CITY OF BIRMINGHAM, OAKLAND COUNTY, MICHIGAN

PLAN:
SITE PLAN & DRAINAGE PLAN

SHEET: 1 OF: 2

MUNICIPAL REVIEW NUMBERS:

MEMORANDUM

Planning Division

DATE: November 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~~ **Planning Director or their designee** 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.

DRAFT

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 **Planning Director,** Chairman or any two (2) members of the Planning Board upon ~~twenty four (24)~~ **forty eight (48)** hours notice to each member of the Planning Board. Requests for special meetings and their purpose shall be delivered in writing to the Secretary

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.

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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.

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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~~ **Planning Director or their designee** 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. **Additional extensions may be granted at the discretion of the Planning Board in conformance with this section. Additional extensions requested are subject to a review against applicable master plans and ordinances currently in effect.** 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."

The Chairperson may, but is not required to, allow the Planning Director or their designee to provide a factual response to any question or comment provided to the Planning Board.

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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~~ **Endeavor** 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: November 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, 11/11/24

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OF THE
CITY OF BIRMINGHAM, MICHIGAN

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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

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.

MEMORANDUM

Planning Department

DATE: November 13, 2024

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: 225 E. Maple – Social Kitchen & Bar – Pre-Application Discussion

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Social Kitchen & Bar was established as one of Birmingham's first bistros in 2011. In 2017/2018, the restaurant amended their Special Land Use Permit (SLUP) to renovate the interior and exterior of the space. The original 2011 approval contained 64 indoor dining seats and 84 outdoor dining seats (54 in via and 30 on rooftop). The 2017 SLUP amendment did not change the seat counts.

At this time, the applicant is proposing to replace the current outdoor dining patio on the via (east) side of the building. The current outdoor dining patio is constructed of predominantly vinyl panels with a metal frame. The new proposal is a fixed aluminum pergola with roof and glass transom. There are two main issues:

1. The applicant is still proposing an enclosure of the outdoor dining patio that will require a variance; and
2. Social Kitchen & Bar contains 84 outdoor seats, which is 19 more than the 65 permitted by the current Zoning Ordinance.

The applicant has provided preliminary designs for the proposed renovations that me viewed through the following link:

SOCIAL KITCHEN & BAR OUTDOOR DINING

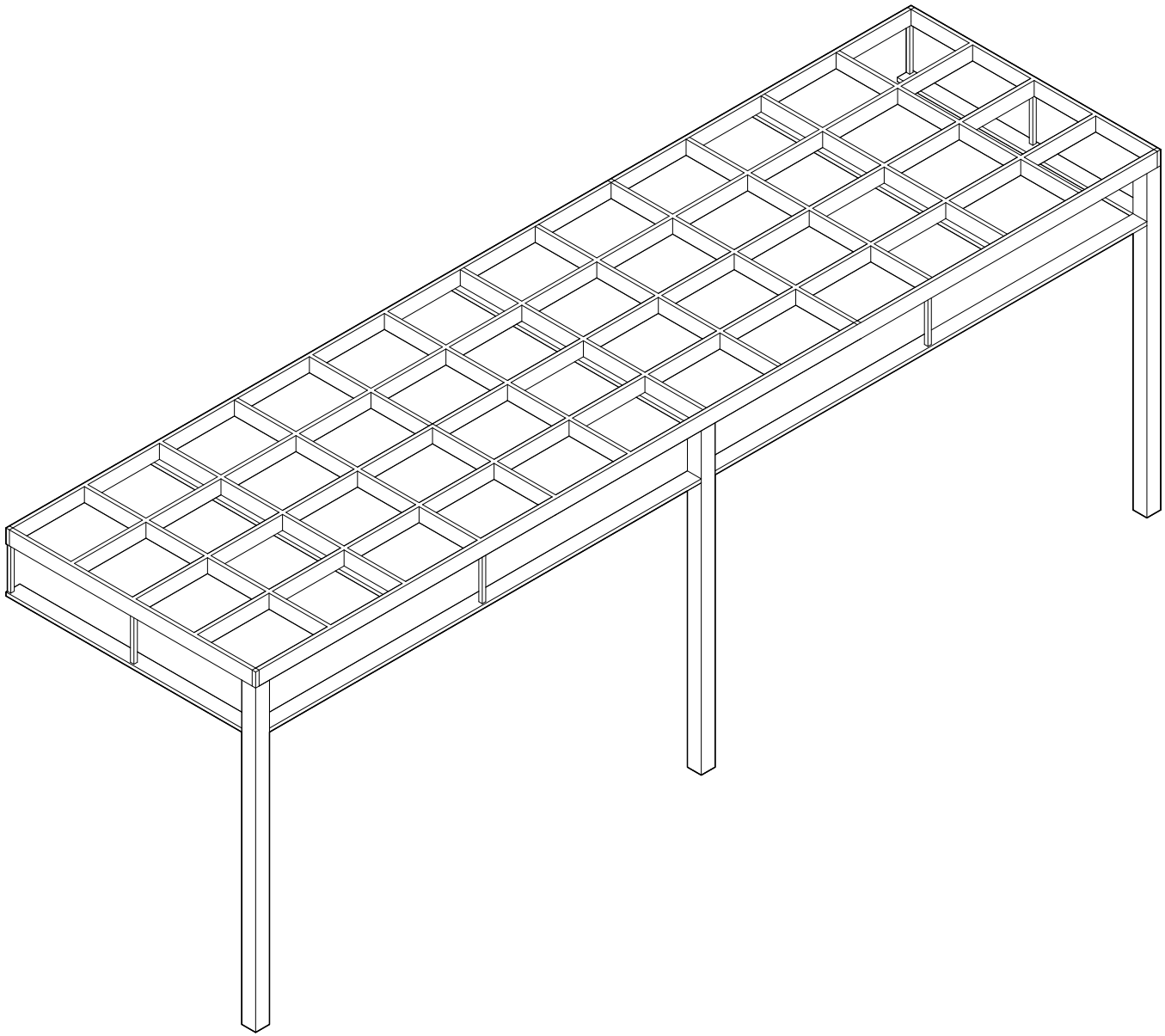
The Planning Department is requesting that the Planning Board provide preliminary feedback to the applicant in an effort to prepare them for the Special Land Use Permit, Final Site Plan and Design Review application that will be required for this project to move forward.

SKYVIEW
DETROIT

2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390

presented by

SOCIAL BIRMINGHAM



November 6, 2024
date issued

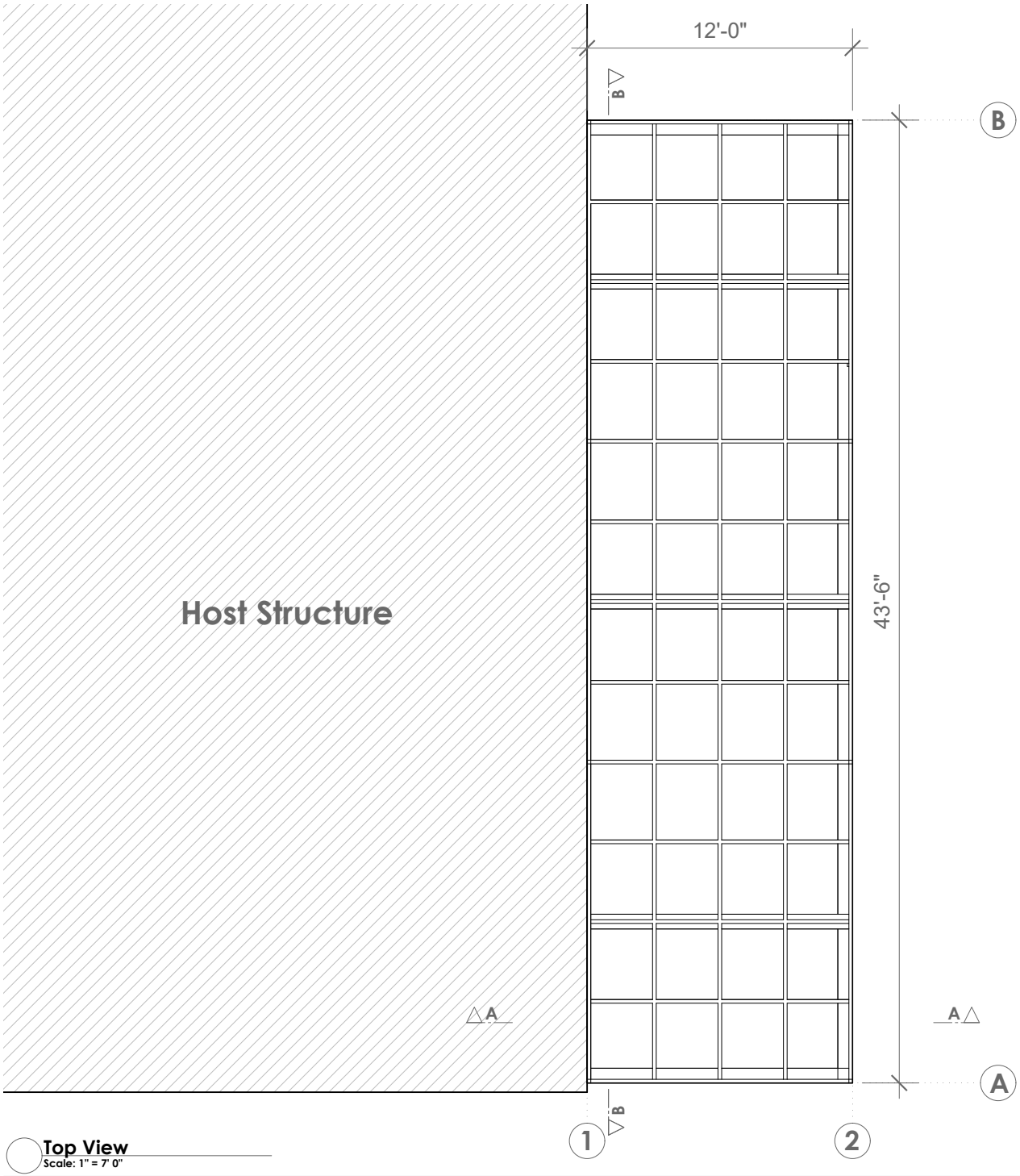
225 E Maple Rd.
address

A 100 / Cover Page
A 101 / Top View
A 102 / Gutter View
A 103 / Section A-A, Elevation
A 104 / Section B-B
A 105 / Corner detail
A 106 / Footer detail
A 107 / Post detail
A 108 / Host attach detail

project sheet

241030 project #	00 drawing #
Cover Page page name	A100 page #

PERGOLA SHOP DRAWING



Top View
Scale: 1" = 7' 0"

SOCIAL BIRMINGHAM

SKYVIEW
DETROIT

2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390

presented by

October 30, 2024
date issued

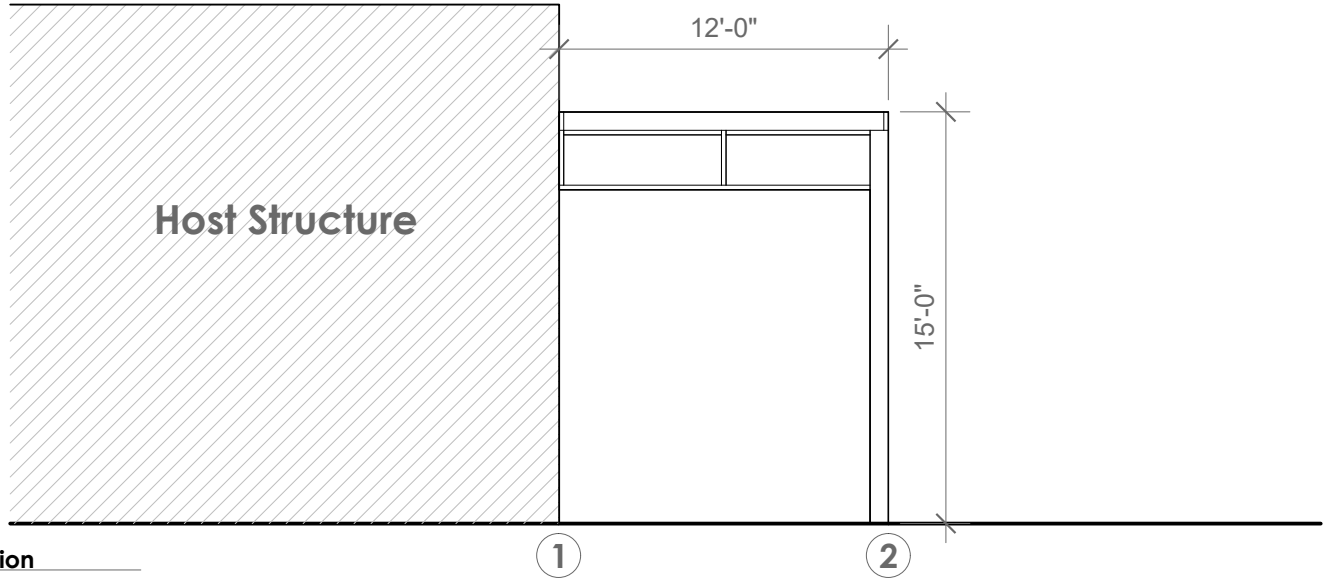
225 E Maple Rd.
address

241030 project #	01 drawing #
Top View page name	A101 page #

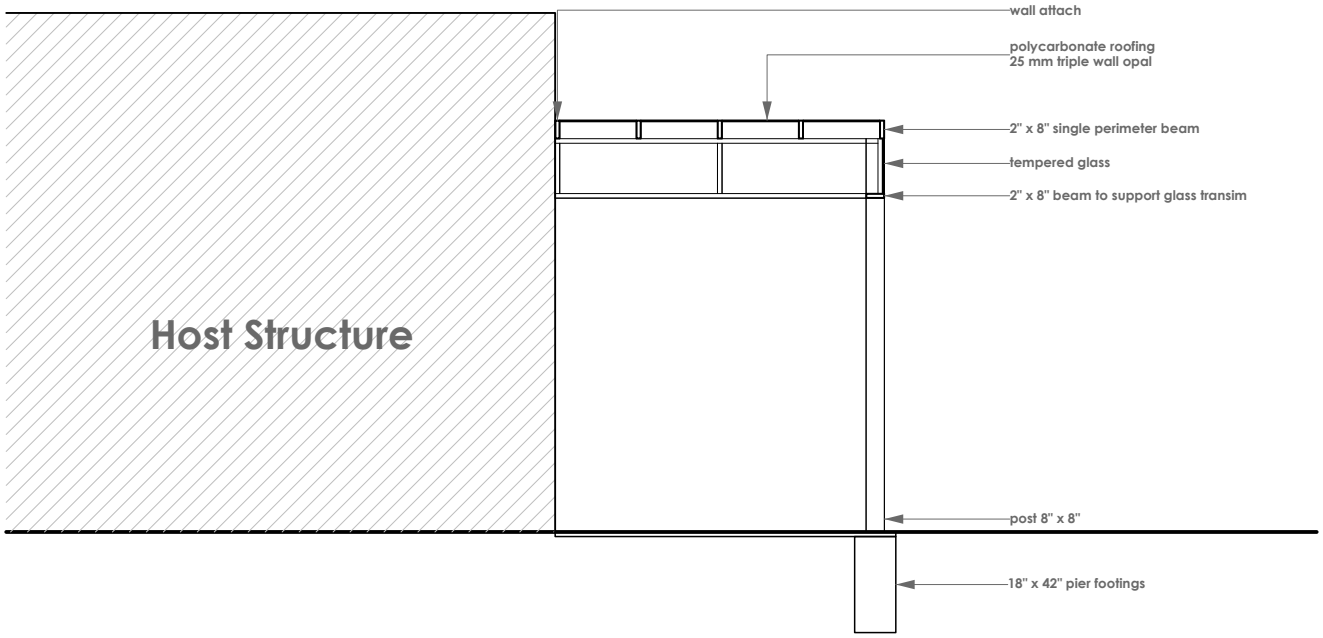
Louvers 6063-T5
All other components 6063-T6
aluminium type

PERGOLA SHOP DRAWING

SOCIAL BIRMINGHAM



South Elevation
Scale: 1" = 7' 0"



Section A-A
Scale: 1" = 7' 0"

SKYVIEW
DETROIT
2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390
presented by

October 30, 2024
date issued

225 E Maple Rd.
address

241030
project #

02
drawing #

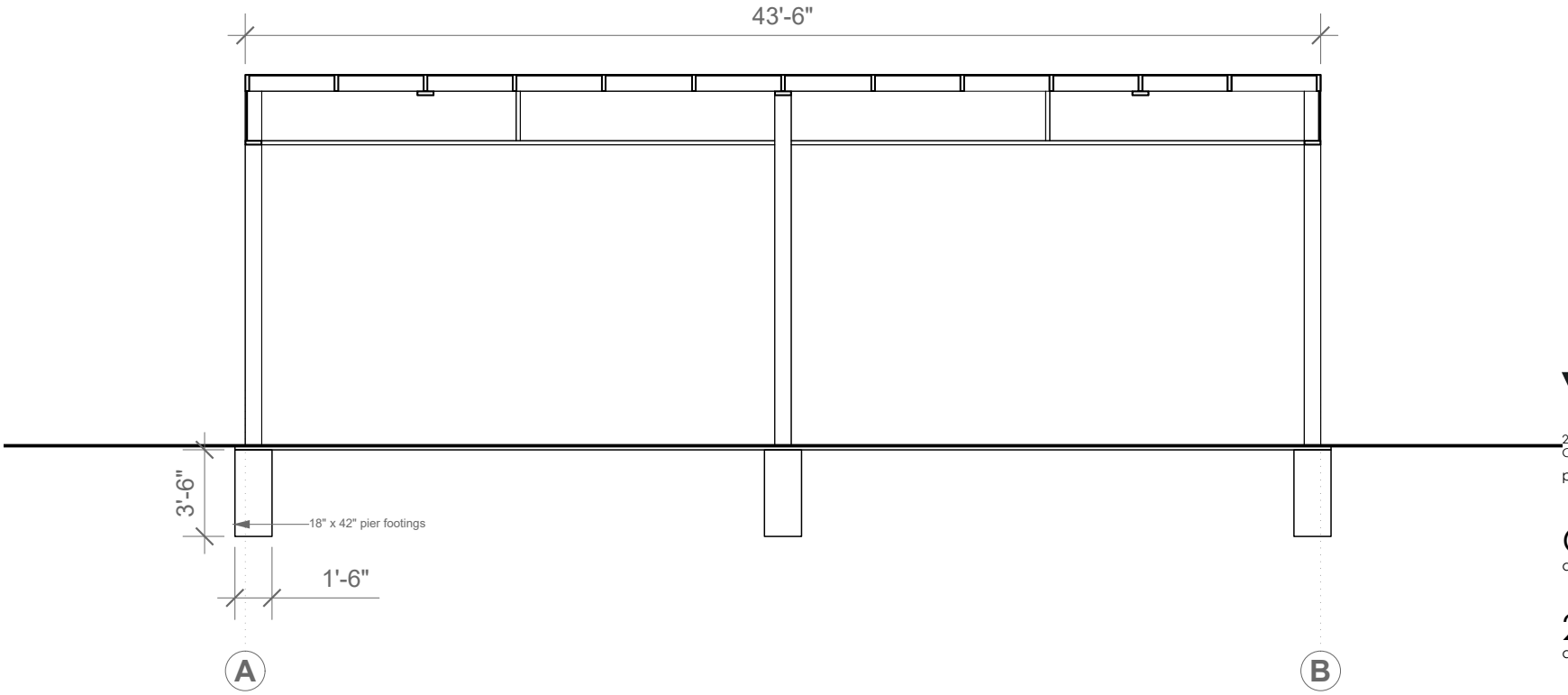
Section/Elevation
page name

A102
page #

Louvers 6063-T5
All other components 6063-T6
aluminium type

PERGOLA SHOP DRAWING

SOCIAL BIRMINGHAM



Section B-B
Scale: 1" = 7' 0"

SKYVIEW
DETROIT

2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390

presented by

October 30, 2024
date issued

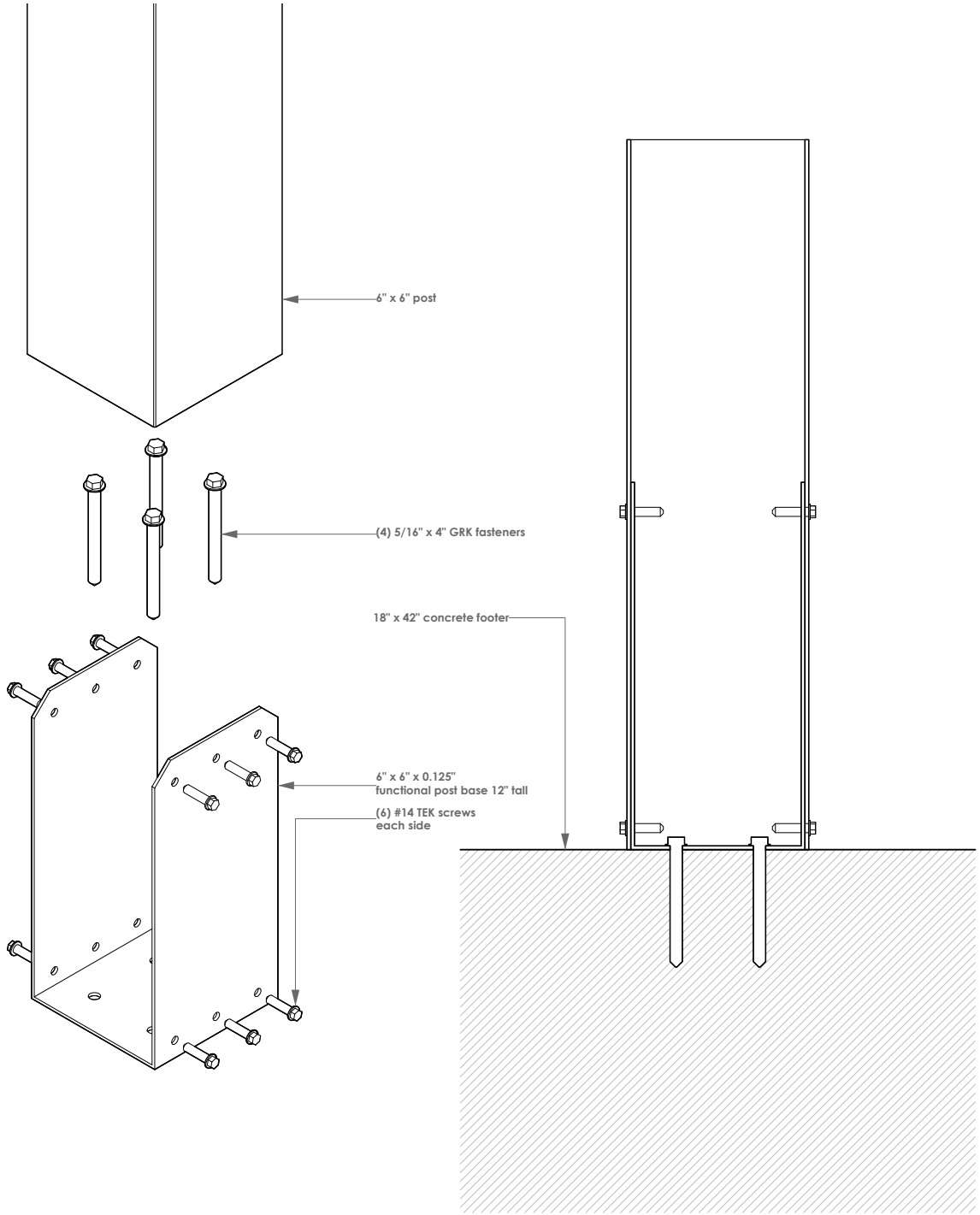
225 E Maple Rd.
address

241030 project #	03 drawing #
Section B-B page name	A103 page #

Louvers 6063-T5
All other components 6063-T6
aluminium type

PERGOLA SHOP DRAWING

SOCIAL BIRMINGHAM



Footer Detail

SKYVIEW
DETROIT

2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390

presented by

November 6, 2024
date issued

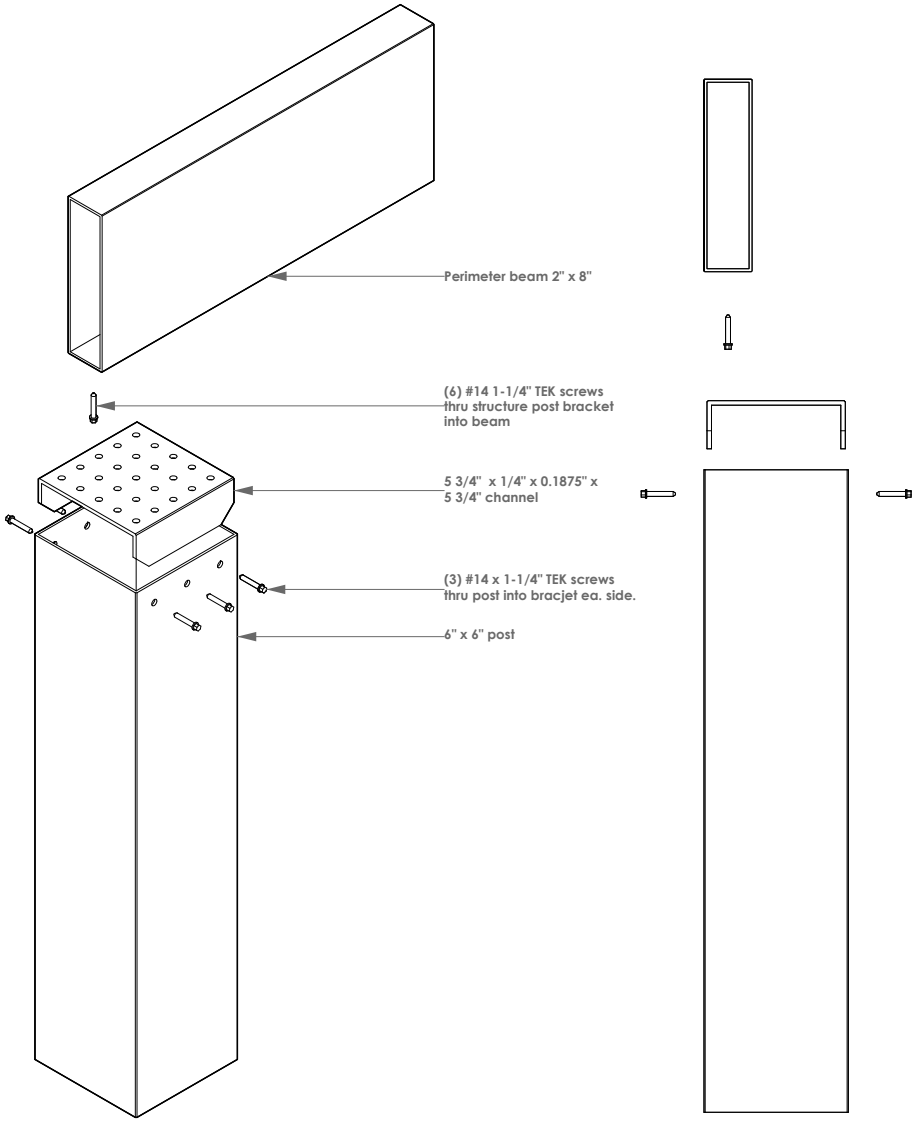
225 E Maple Rd.
address

241106 project #	05 drawing #
Footer detail page name	A105 page #

Louvers 6063-T5
All other components 6063-T6
aluminium type

PERGOLA SHOP DRAWING

SOCIAL BIRMINGHAM



Post Detail

SKYVIEW
DETROIT

2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390

presented by

November 6, 2024
date issued

225 E Maple Rd.
address

241106
project #

06
drawing #

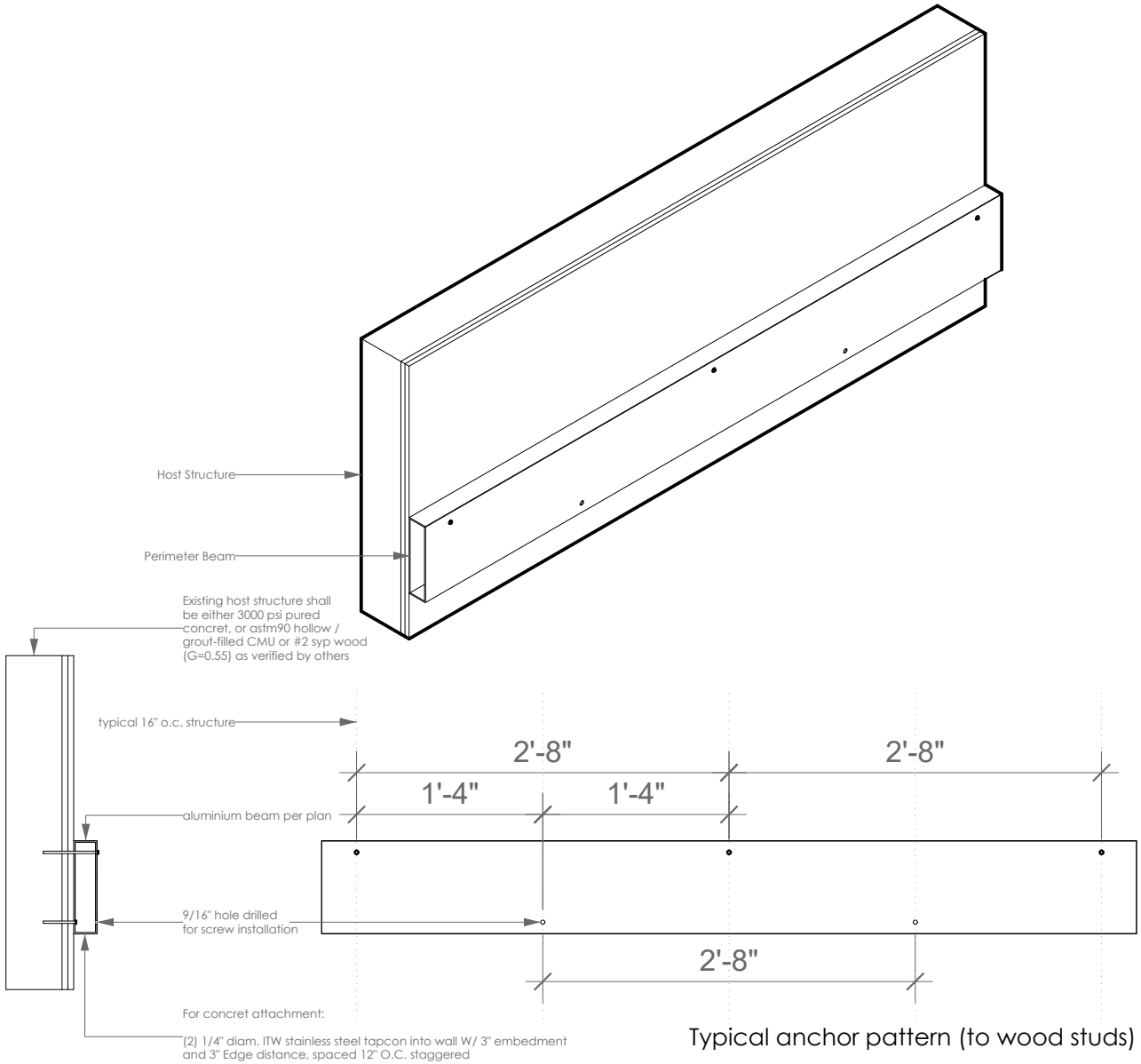
Post Detail
page name

A106
page #

Louvers 6063-T5
All other components 6063-T6
aluminium type

PERGOLA SHOP DRAWING

SOCIAL BIRMINGHAM



Typical anchor pattern (to wood studs)

For concret attachment:

(2) 1/4" diam. ITW stainless steel tapcon into wall W/ 3" embedment and 3" Edge distance, spaced 12" O.C. staggered

For wood attachment:

(2) 1/4" diam. s.s. wood lag screws into wall W/ 3" thread engagement and 3/4" minimum edge distance, spaced 16" o.c. staggered

For hollow CMU attachment:

(2) 1/4" diam s.s. Hilti KWIK-CON II+ into block face W/ 1-3/4" embedment and 3" minimum edge distacnce, spaced 12" o.c. staggered

Host attach detail

SKYVIEW
DETROIT

2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390
presented by

November 06, 2024
date issued

225 E Maple Rd.
address

241030
project #

07
drawing #

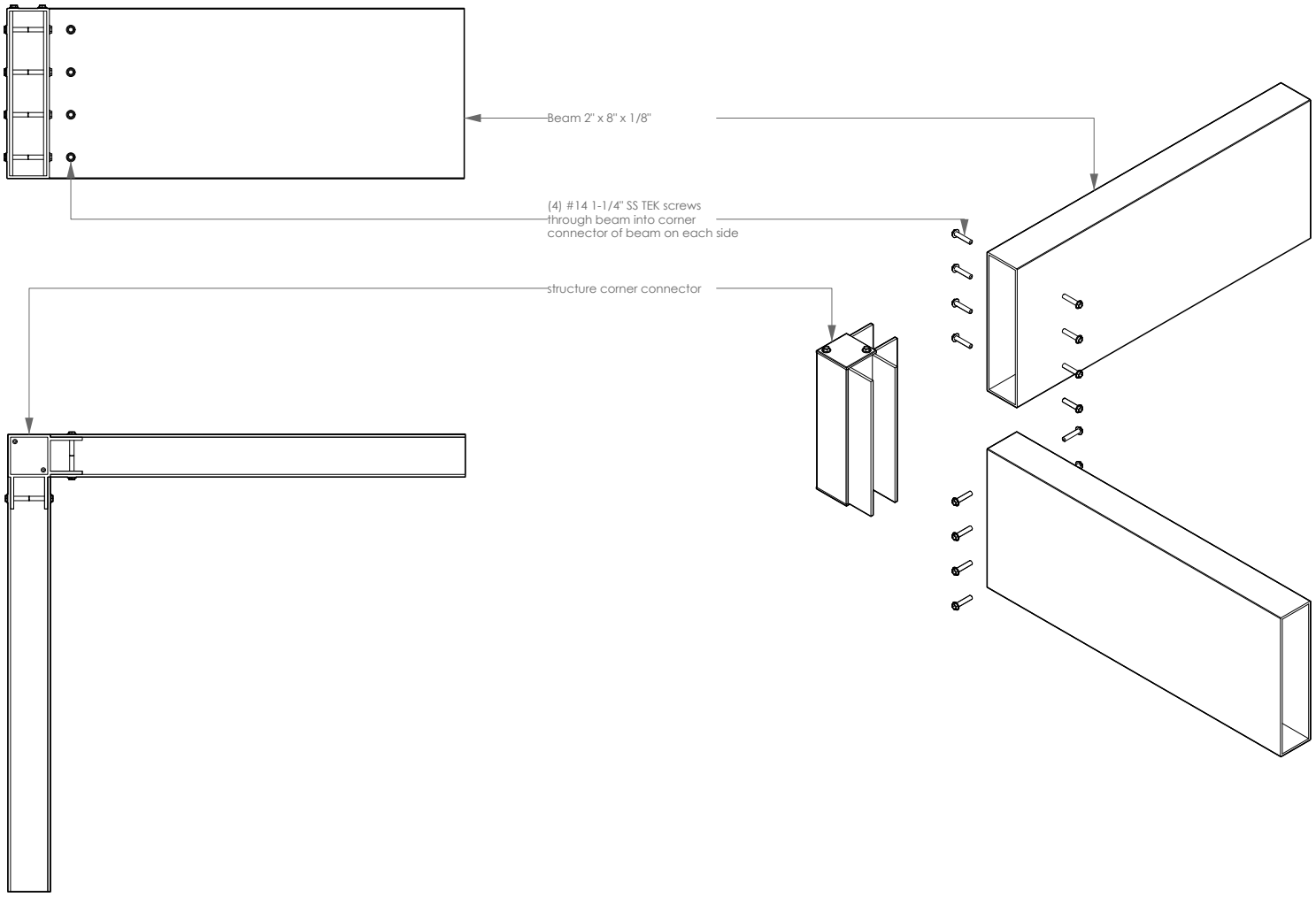
Detail
page name

A107
page #

Louvers 6063-T5
All other components 6063-T6
aluminium type

PERGOLA SHOP DRAWING

SOCIAL BIRMINGHAM



Host attach detail

SKYVIEW
DETROIT

2605 Oakley Park Rd,
Commerce Charter Twp, MI 48390

presented by

November 06, 2024
date issued

225 E Maple Rd.
address

241106
project #

04
drawing #

Host attah detail
page name

A104
page #

Louvers 6063-T5
All other components 6063-T6
aluminium type

PERGOLA SHOP DRAWING

MEMORANDUM

Planning Division

DATE: November 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
- 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 – Final inspections
- 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

- 400 E. Lincoln – Rezoning – City Commission moved to rezone from R4 to PP on October 28, 2024
- 2211 & 2243 Cole – Dobi – Public Hearing set for November 18, 2024
- 33278 Woodward – Ducati Detroit – Set Public Hearing on November 25, 2024

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 – 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

- Greenhouse Gas Emissions inventory – COMPLETE
- Sustainability and Climate Action Plan – COMPLETE

PZE Process Detail - DRB+HDC+PB 11/04/2024

ADMIN APPROVAL - PB

App Date	Case #	Scope of Work	Property Address	Status
09/24/2024	PAA24-0071	Remove 2nd story atrium windows, added floor joist, steel beam, and soffit under the floor. Return the 2nd floor to the original structure.	310 SOUTHFIELD RD UNIT 6	WITHDRAWN
10/02/2024	PAA24-0075	6 foot tall privacy fence using dog eared pressure treated wood pickets on three sides of the yeard. Picket specs are 6'H x 5.5" W x 5/8"thick. R4 Zoning. Fence Height: Fences shall not exceed 6 feet in height above grade when located in any portion of the required side or rear open space. Proposed fence is 6ft by 5.5ft by 5/8in thick. Proposed fencing plan appears to be in compliance with Fencing standards FN-01 - Sec. 4.10 and FN-02 - Sec. 4.11.	1647 HAYNES AVE	COMPLETED - APPROVED
10/07/2024	PAA24-0076	Adding heaters to patio. No other changes to footprint of # of seats.	203 PIERCE ST	COMPLETED - APPROVED
10/09/2024	PAA24-0078	Response to planning comments for Building Permit #22111. Review request of minor exterior material adjustments. Calculations provided.	185 OAKLAND AVE	IN PROGRESS
10/18/2024	PAA24-0084		400 SOUTHFIELD RD UNIT 9	COMPLETED - APPROVED
10/24/2024	PAA24-0086	Update interior floor plans to update interior seating plan from 64 seats to 65 seats.	185 N OLD WOODWARD AVE	IN PROGRESS
10/28/2024	PAA24-0087	Install 16' of 6' high cedar rail fence	622 BLOOMFIELD CT #101	COMPLETED - APPROVED
10/28/2024	PAA24-0088	Install 34' of 6' high treat fence w/ postmaster post	310 SOUTHFIELD RD UNIT 1	COMPLETED - APPROVED
11/07/2024	PAA24-0096	NEW TENANT (NEW YORK PIZZA) RENOVATION, EXTERIOR PAINT COLOR CODE SW6991 BLACK MAGIC	33901 WOODWARD AVE	COMPLETED - APPROVED

Total Processes For Type: 9

BIRMINGHAM
A WALKABLE CITY

AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY JANUARY 8, 2025 – 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 **December 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 Phase 2 – Study Session**
2. **Generator Ordinance – Study Session**
3. **Impervious Surface – Study Session**
4. **Planning Board Rules of Procedure**
5. **The Birmingham Plan 2040 – Next Steps**

L. Miscellaneous Business and Communications:
1. Pre-Application Discussions
2. Communications
    i. **Project Updates**
3. Administrative Approval Correspondence
    i. **December 6, 2024 – January 3, 2025**
4. Draft Agenda – **January 22, 2025**
5. Action List – **2025**
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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*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 dia 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).

DRAFT

BIRMINGHAM
A WALKABLE CITY

AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY DECEMBER 11, 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 **November 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.** Special Land Use Permits
- **I.** Community Impact Studies
- **J.** Site Plan & Design Reviews
- **K.** Study Session
    1. **Triangle District Bonus Height Requirements Phase 2 – Study Session**
    2. **Generator Ordinance – Study Session**
    3. **Impervious Surface – Study Session**
    4. **Planning Board Rules of Procedure**
    5. **The Birmingham Plan 2040 – Next Steps**
- **L.** Miscellaneous Business and Communications:
    1. Pre-Application Discussions
    2. Communications
        i. **Project Updates**
    3. Administrative Approval Correspondence
        i. **November 8, 2024 – December 6, 2024**
    4. Draft Agenda – **January 8, 2025**
    5. Action List – **2024/2025**
    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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DRAFT

Updated 7/5/2024

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.	☐	☐	1st (January-March)	☒	☐
"Encourage renovations to expand existing houses rather than the construction of new houses."	Support neighborhoods.	☐	☒	2nd (April-June)	☐	☐
"Create a Woodward Safety and Beautification Plan."	Begin to bridge the Woodward divide.	☐	☒	3rd (July-September)	☐	☐
Ordinance Enforcement	Maintain a vibrant community.	☐	☐	4th (October-December)	☒	☐

APPROVED

Updated 11/13/2024

Planning Board Action List – 2025

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	Create a new list of bonus height provisions for the Triangle District	☐	☐	1st (January-March)	☒	☐
Public Project Review Process	Develop a comprehensive set of guidelines for the review of public development projects	☐	☐	2nd (April-June)	☐	☐
"Create a Woodward Safety and Beautification Plan."	Begin to bridge the Woodward divide.	☐	☒	3rd (July-September)	☐	☐
Ordinance Enforcement	Maintain a vibrant community.	☐	☐	4th (October-December)	☐	☐

APPROVED