



AGENDA

REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD

WEDNESDAY MARCH 26, 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 **February 26, 2025**
 - 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
 - 1. **280 E. Lincoln – Grace Baptist Church – Request for Special Land Use Permit Review for Renovation & Addition to Existing Religious Institution.**
 - J.** Site Plan & Design Reviews
 - 1. **280 E. Lincoln – Grace Baptist Church – Request for Final Site Plan & Design Review for Renovation & Addition to Existing Religious Institution.**
 - 2. **479 S. Old Woodward – Birmingham Towers – Request for Final Site Plan & Design Review to Modify Floor Plans and Seek Approval of the Collective Provisions of the Required Off-Street Parking of the Subject Property and the Birmingham Place Pursuant to Article 4, Section 4.45 (G)(3) of the Zoning Ordinance.**
 - K.** Study Session
 - L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - i. **458 N. Old Woodward – Wilders – Outdoor Dining Platform**
 - ii. **525 N. Old Woodward – Luxe – Outdoor Dining**
 - 2. Communications
 - i. **Project Updates**
 - ii. **Royal Oak Master Plan Public Hearing Notice**
 - iii. **Planning Department Annual Report**
 - 3. Administrative Approval Correspondence
 - i. **February 21, 2025 – March 21, 2025**
 - 4. Draft Agenda – **April 9, 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

*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
February 26, 2025
City Commission Room
151 Martin Street, Birmingham, Michigan

Minutes of the regular meeting of the City of Birmingham Planning Board held on February 26, 2025. The meeting was convened at 7:30 p.m.

A. Roll Call

Present: Chair Scott Clein, Vice Chair Bryan Williams; Board Members Robin Boyle, Stuart Jeffares, Daniel Share, Janelle Whipple-Boyce; Alternate Board Member Nasseem Ramin; Student Representative Carter Anderson

Absent: Board Member Bert Koseck; Student Representative Olivia Betanzos

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

B. Approval Of The Minutes Of The Regular Planning Board Meeting of February 12, 2025

02-09-25

Motion by Share

Seconded by Williams to move the minutes of February 12, 2025 as presented.

Motion carried, 7-0.

VOICE VOTE

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

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

- 1. 185 Oakland – Request for Final Site Plan & Design Review for New Whole-Building Generator at Rear of Property (Postponed from January 22, 2025) – REQUEST TO POSTPONE**

02-10-25

Motion by Williams

Seconded by Whipple-Boyce to postpone consideration of the final site plan and design review for 185 Oakland – Belfor Property Restoration to April 23, 2025.

Motion carried, 7-0.

VOICE VOTE

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

Nays: None

K. Study Session

1. Triangle District Bonus Height Requirements Phase 2 – Study Session

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

Board members made the following comments during discussion:

- Most of the recent development in the Triangle has been residential. A market study could help inform the City whether this is a pattern to be encouraged or altered.
- The Triangle has been considered an appropriate area for residential development in past discussions. It may also be the most appropriate area in which to encourage moderately-priced residential development.
- It would be helpful to know what incentives other communities have used to encourage moderately-priced development in areas like the Triangle, and whether those incentives have worked. It would be worth looking at Traverse City, for one example.
- Owners of single family residences sometimes express unease about potential multifamily development in their neighborhoods. The Triangle is an area in which multifamily development could occur along with commercial, while generating less unease for single family homeowners.
- Intensive commercial development seems less likely to occur in the Triangle at this juncture.
- A 2007 study is too outdated to be informative in this circumstance.
- Increased residential development can encourage increased commercial development.
- The Triangle could also be a place to incentivize businesses that would make it more pleasant to live in the City, like bookstores.
- A market study would not be able to predict the likely future growth in the Triangle, and so it may not be a worthwhile endeavor.
- Demand for office space has declined. It would be helpful to have information on office vacancies in the downtown area and office vacancies in the Triangle.
- The BSD may be able to provide insight on how encouraging retail and commercial uses in the Triangle might impact the retail and commercial uses in the downtown.
- Sustainability is a public good that would benefit the community and could be addressed by a developer.
- Public parking, transit access, and transfer of development rights are less likely to be used by developers to gain bonus floors.
- Moderately-priced housing can be defined by different criteria. Staff should return with options for both appropriate language – whether 'affordable', 'attainable', 'moderate', or otherwise – and definitions to define this goal.

- Offering some housing that would allow employees of the City and school district to live within the City would be a public good.
- Commercial uses in the Triangle could include pharmacies, grocery stores, and other amenities that are conducive to living in the neighborhood.
- One way of creating moderately-priced housing would be documents running with a rental indicating it as such for an agreed amount of time, even in the event of an ownership change for the building.
- Mixed use in the Triangle should be a priority, and likely should be a requirement. The retail and commercial use in the area should be open and available to the public.
- The Board seems to have consensus that moderately-priced housing in the Triangle should be encouraged. The Commission has more options to make meaningful change within the Triangle towards that end than the Board does.
- Adams Square and the area near Lincoln have commercial businesses that would be complementary to nearby residential.
- Opportunities to combine parcels in the Triangle for different uses also remain. Those opportunities may be more clear to retail developers than to Board members.
- Reducing required parking in the Triangle could help spur development in the area as well.
- Many developers would be unlikely to develop in the Triangle at this juncture without any parking.
- If mixed use is to be encouraged, appropriate types of retail or commercial uses should be studied, and the appropriate locations.
- A public amenity option may be useful to retain. Housing remains a higher priority.
- Other City ordinances already require urban design.
- While sustainability is a priority, many things that promote sustainability raise housing costs. Sustainability and the desire for lower housing costs must be balanced.
- Sustainability could be addressed on more of a City-wide scale, for example through the housing code.
- The Board could generate a broad list of both planning- and non-planning incentives that could drive residential development in the Triangle. Those incentives could then be presented to the Commission.
- The Board could invite developers in to discuss what promotes or prevents development within the Triangle, in order to help inform the process. The Board has asked other professionals for feedback in the past while revising ordinances to good effect.
- Options such as allowing for a wider range of materials or reducing the permitting and review process time could also help reduce costs.
- There are many circumstances outside of the Board's, Commission's, and City's control that affect whether development occurs as well. The Board can only control those incentives within its purview, and recommend some possible others to the Commission.

L. Miscellaneous Business and Communications

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

M. Planning Division Action Items

- 1. Staff Report on Previous Requests**
- 2. Additional Items from tonight's meeting**

The Board asked staff to look into the location of a generator at a new home on Canterbury.

N. Adjournment

No further business being evident, the meeting was adjourned at 8:42 p.m.



Nick Dupuis, Planning Director



Laura Eichenhorn, City Transcriptionist



MEMORANDUM

Planning Department

DATE: March 26, 2025

TO: Planning Board Members

FROM: Leah Blizinski, City Planner

SUBJECT: 280 E. Lincoln – Grace Baptist Church – Special Land Use Permit, Final Site Plan and Design Review

The subject site, 280 E. Lincoln, is located in the R2 (Single-Family Residential) zoning district on the south side of Lincoln between Cedar and Edgewood. Grace Baptist Church has inhabited this site since 1957, and has been operating under a Special Land Use Permit (SLUP) since 1987. On February 28th, 2007, the applicant appeared for Preliminary Site Plan review for a request to demolish 3 residential homes and expand their parking lot. A variance application was reviewed at the Board of Zoning Appeals on April 10th, 2007 and then Final Site Plan review at the Planning Board on May 23, 2007. The decisions from those three meetings were voided due to a noticing error. The applicant returned to the Planning Board in June of 2007 to repeat the reviews with proper noticing. On July 10, 2007, the applicant was heard at the Board of Zoning Appeals and received requested dimensional variances for proposed wood fence screening and setback variance for the parking facility to extend into the required front setback. November 19th, 2007, they received approval for a SLUP amendment from City Commission.

At this time, the applicant has submitted a Special Land Use Permit Amendment, Final Site Plan and Design Review application to renovate their church. The proposed alterations include removal of 2,650 sq. ft. of existing building to construct a 4,180 sq. ft. addition along with alteration of portions of the parking lot, walkways and landscaping.

Article 7, Section 7.43 states that Site Plan and Design Review for special land uses shall be considered and acted upon by the City Commission. Prior to its consideration of a special land use application for an initial permit or an amendment to a permit, the City Commission shall refer the Site Plan and the design to the Planning Board for its review and recommendation.

In addition, as required by Article 7, Section 7.37 of the Zoning Ordinance, once a permit for a special land use has been granted as to any parcel of land, no change in that use may be made nor may any addition to or change in the building or improvements on the parcel of land take place until a new request for approval has been filed with the City Commission and the City Commission has approved the request for change.

1.0 Land Use and Zoning

- 1.1 Existing Land Use – The existing land use is a religious institution operating under a SLUP.
- 1.2 Existing Zoning – R2 (Single-Family Residential), the existing use is a permitted use with a Special Land Use Permit.
- 1.3 2016 Regulating Plan – The subject site is not located within the Downtown Birmingham Overlay District.
- 1.4 Summary of Adjacent Land Use and Zoning – The following chart summarizes the existing land use and zoning adjacent to and/or in the vicinity of the subject site.

	North	South	East	West
Existing Land Use	Single-Family Residential	Single-Family Residential	Government use	Single-Family Residential
Existing Zoning District	R3 (Single-Family Residential)	R2 (Single-Family Residential)	PP (Public Property)	R2 (Single-Family Residential)
Overlay Zoning District	N/A	N/A	N/A	N/A

2.0 Setback and Height Requirements

There are changes to the bulk, area or placement of the existing building. The site plan proposes to build the addition up to the current closest setback portion of the building front. The existing and proposed front setback is 21.3 ft. The site plan also proposes an exterior stairwell on the east side of the building that would encroach into the required 10 ft. side yard setback. The proposed rear setback for the addition is 131.8' which is well within the ordinance which requires a 30ft. rear setback. **The applicant will be required to meet the 10 ft. side yard setback or receive a variance from the Board of Zoning Appeals.**

3.0 Screening and Landscaping

- 3.1 Dumpster Screening – There is no existing dumpster enclosure on the site and no proposed dumpster enclosure or changes proposed to waste management onsite as a part of the Special Land Use Permit, Final Site Plan and Design Review application submitted. It is the understanding of the Planning Department that the applicant utilizes the dumpsters located across the street at 400 E. Lincoln. With the new ownership by the City, the City would be amenable to continuing

the arrangement through a formal agreement, which would include shared parking as described below.

- 3.2 Parking Lot Screening – There are changes proposed to parking facilities as a part of the Special Land Use Permit, Final Site Plan and Design Review application submitted, however, no changes are proposed to the parking lot screening. The changes proposed to the parking lot amount to a restriping and resurfacing. A small amount of spaces will be lost due to the restriping, reconfiguration of ADA spaces, pedestrian pathway and the building footprint of the addition. The footprint of the parking lot however is not changing and the existing parking lot screening will remain. Per the Zoning Ordinance Article 4.54 (C)(1), Screening shall be placed along the side or rear line of any parking facility which immediately adjoins the side line of property zoned to a residential district. Per the Zoning Ordinance Article 4.54 (B) (7), Screenwall, as required by this section shall mean: when required, a screenwall of capped masonry. The lot is screened with capped masonry per the ordinance on two sides – the north and east side – which face public streets. **On the west and south sides – bordering residential – the lot is screened with wood privacy fencing, for which the site received a variance on July 10, 2007.** There is landscaping including tall arborvitae and trees on all four sides.
- 3.3 Mechanical Equipment Screening – There is no exterior mechanical proposed to as a part of the Special Land Use Permit, Final Site Plan and Design Review application submitted.
- 3.4 Landscaping – There are changes proposed to the landscaping on site as a part of the Special Land Use Permit, Final Site Plan and Design Review application submitted. None of the proposed plants appear to be on the prohibited species list. Article 4.20 (F) of the Zoning Ordinance requires parking lots greater than 7,500 sq. ft. to include interior landscaping areas that total not less than 5% of the total parking lot interior area. Each interior planting area is required to be at least 150 sq. ft. and not less than 8 ft. in any dimension. One canopy tree is required for each 150 sq. ft. and the interior planting areas shall be located in a manner that breaks up the expanse of paving throughout the parking lot interior. Per Article 4.20 LA-01 of the Zoning Ordinance, the Landscape Standards section does not apply to the R2 Zoning District. The submitted site plans include a landscape plan with 6 interior landscaping areas that comprise over 5% of the total parking lot area. There are 7 trees proposed within interior landscaping areas – 4 Hackberry and 3 Japanese Tree lilacs. **The Planning Board may wish to recommend that the site plan be required to meet some or all of the Parking Lot Landscaping Standards outlined in Article 4.20 (F) as a condition of approval of the SLUP amendment.**

- 3.5 Streetscape – There are street trees proposed to the streetscape as a part of the Special Land Use Permit, Final Site Plan and Design Review application submitted. See attached memo from the DPS forestry staff. The applicant will be required to comply with all requests of city departments. Street trees are not required in the R2 Zone. However, the applicant has included street trees in the site plan. **The Planning Board may wish to recommend the site plan be required to meet the Street Trees standards outline in Article 4.20 (G) of the Zoning Ordinance and as directed by DPS staff as a condition of approval of the SLUP amendment.**

4.0 Parking, Loading and Circulation

- 4.1 Parking – Article 4.46 of the Zoning Ordinance requires one space for every six fixed seats in a religious institution. The church has 266 fixed seats; therefore 44 parking spaces are required on site. There are no changes proposed to the building that require any additional parking or a parking analysis as a part of the Special Land Use Permit, Final Site Plan and Design Review application submitted. The site plan proposed 49 parking spaces on site, 3 of which are barrier free and two of those being barrier free van spaces. The parking proposed meets the 180 sq. ft. size requirement.
- 4.2 Loading – There are no loading spaces required for the religious institution use.
- 4.3 Vehicular Circulation and Access – There are no changes proposed to the vehicular circulation and access to the site. Vehicles can access the site via three curb cuts, two on Edgewood and one on Lincoln.
- 4.4 Pedestrian Circulation and Access – There are very few changes proposed to pedestrian circulation and access of the site. The site will retain the existing pedestrian walkways and main pedestrian entrance. A pedestrian connection between the two halves of the parking lot is proposed to be shifted east to line up with the new proposed rear entrance to the addition.

5.0 Lighting

Existing light poles adjacent to the existing pedestrian walkway within the parking lot are proposed to move along with the pedestrian walkway to the new location. No other changes are proposed to the lighting conditions on site.

6.0 Design Review

As noted above, the addition proposed consists of the removal of 2,650 sq. ft. of the of the existing building (the original church) which will be replaced with a 4,180 sq. ft. addition. The footprint of the addition is larger than the existing building, extending in to a portion of the parking lot to the rear, extending to the front of the remaining structure in the front and with a proposed exterior stairway on the east side of the building.

The west portion of the existing structure and façade will remain the same including the entrance portico off Lincoln St. The façade of the addition is proposed to be brick veneer to match the existing building. The front façade of the addition will have four aluminum clad wood windows with stained glass applique. Additionally, a white aluminum steeple and backlit aluminum cross are proposed. These will match the fascia, vented soffit and gutters and downspouts which will all be white aluminum.

7.0 Required Attachments

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

8.0 Departmental Reports

- 8.1 Engineering Department – The Engineering Department comments that the property is required to meet Oakland County's Standards for Post-Construction Storm Water Runoff since the site is greater than .5 acres per the city's new Storm Water Runoff Ordinance adopted by City Commission on May 20,2024. See attached memo from city engineering staff.
- 8.2 Department of Public Services – The Department of Public Services, Forestry and Environment Foreman has several comments and requests. See attached memo.
- 8.3 Fire Department – See attached memo from the Fire Marshal.

8.4 Police Department – The Police Department has no concerns at this time.

8.5 Building Department – See attached memo from the Building Department for comments.

9.0 Approval Criteria

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

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

- The proposed addition maintains most of the existing landscaping with the exception of a small landscaping bed at the front of the addition which will be removed and replaced by the building. Several additional trees are proposed to be planted in the right of way. The addition is not changing the footprint of the facility in any way that will significantly change, air and access other than to improve accessibility in accordance with the Americans with Disabilities Act (ADA).

(2) *The location, size and height of the building, walls and fences shall be such that there will be no interference with adequate light, air and access to adjacent lands and buildings.*

- The existing church building at the corner of two public streets with considerable distance between the church building and all neighboring structures. The proposed footprint, maintains similarly great distances between structures on all sides.

(3) *The location, size and height of the building, walls and fences shall be such that they will not hinder the reasonable development of adjoining property nor diminish the value thereof.*

- The renovations proposed do not appear to hinder the reasonable development of adjoining property nor diminish the value thereof.

(4) *The site plan, and its relation to streets, driveways and sidewalks, shall be such as to not interfere with or be hazardous to vehicular and pedestrian traffic.*

- The site plan will maintain the current curb cuts and pedestrian paths and will not change the site's relation to or interfere with or be hazardous to vehicular or pedestrian traffic.
- (5) *The proposed development will be compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of this chapter.*
- The proposed development will not change the uses of the building and will continue to be compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of the chapter.
- (6) *The location, shape and size of required landscaped open space is such as to provide adequate open space for the benefit of the inhabitants of the building and the surrounding neighborhood.*
- This property is not required to provide landscaped open space.

In addition, Article 7, Section 7.36 requires applications for a Special Land Use Permit to meet the following criteria:

- (1) *The use is consistent with and will promote the intent and purpose of this Zoning Ordinance.*
- The use as a religious institution is consistent with and will promote the intent and purpose of this Zoning Ordinance.
- (2) *The use will be compatible with adjacent uses of land, the natural environment, and the capabilities of public services and facilities affected by the land use.*
- Generally, this use will remain compatible with adjacent uses of land, the natural environment, and the capabilities of public services and facilities affected by the land use.
- (3) The use is consistent with the public health, safety and welfare of the city.
- This use is consistent with the public health, safety and welfare of the city. Similar to the previous standard, religious institutions have a long established history of compatibility within neighborhoods.
- (4) *The use is in compliance with all other requirements of this Zoning Ordinance.*

- The use as a religious institution in an R2 Zoning District is permitted with a Special Land Use Permit, which the applicant has operated under since 1987. Prior to that, the church has inhabited this site since 1957.

(5) *The use will not be injurious to the surrounding neighborhood.*

- The existing use and renovated addition is not expected to be injurious to the surrounding neighborhood. The use is remaining the same and has existed in this location since 1957. Religious institutions are often considered neighborhood serving uses and it is expected that this proposal will continue and possibly even improve the surrounding neighborhood through its services.

(6) *The use is in compliance with state and federal statutes.*

- To the best of our knowledge, the use is in compliance with state and federal statutes.

10.0 Recommendation

Based on a review of the site plan submitted and the approval criteria of Article 7, Sections 7.36 and 7.27, the Planning Department recommends that the Planning Board recommend **APPROVAL** of the Special Land Use Permit, Final Site Plan/Design Review application for 280 E. Lincoln – Grace Baptist Church – subject to the following conditions:

1. The applicant submits plans that meet the 10 ft. side yard setback or receive a variance from the Board of Zoning Appeals;
2. The applicant submits plans that meet the min. open space requirement or receive a variance from the Board of Zoning Appeals;
3. The site plan is required to meet some or all the Parking Lot Landscaping Standards outlined in Article 4.20 (F).
4. The site plan is required to meet the Street Trees standards outline in Article 4.20 (G) of the Zoning Ordinance and as directed by DPS staff; and
5. The applicant must comply with the requests of all City Departments.

In addition, due to the sites compatibility with the neighboring property along Edgewood owned by the City of Birmingham (currently inhabited by the YMCA), the Planning Department recommends that the Planning Board consider requiring the applicant to enter into a shared parking agreement with the City as a part of their Special Land Use Permit. A shared parking agreement between the two sites will help ensure that limited parking will overflow into the adjacent neighborhoods and will provide users of either site a safe and convenient place to park. The Planning Department has approached the

applicant about this and the idea was well received at the time. During this Special Land Use Permit process, the Planning Department will continue to work with the applicant to develop an agreement that is mutually beneficial to both parties.

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

Motion to adopt the findings of the Planning Department in the report dated March 26, 2025 related to the approval criteria outlined in Article 7, Section 7.36 of the Zoning Ordinance and recommend **APPROVAL** to the City Commission the Special Land Use Permit application for 280 E. Lincoln – Grace Baptist Church – subject to the following conditions:

1. The applicant submits plans that meet the 10 ft. side yard setback or receive a variance from the Board of Zoning Appeals;
2. The applicant submits plans that meet the min. open space requirement or receive a variance from the Board of Zoning Appeals;
3. The site plan is required to meet some or all of the Parking Lot Landscaping Standards outlined in Article 4.20 (F).
4. The site plan is required to meet the Street Trees standards outline in Article 4.20 (G) of the Zoning Ordinance and as directed by DPS staff;
5. The applicant must enter into a shared parking agreement with the City of Birmingham to reduce the impact of parking in the neighborhoods;
6. The applicant must comply with the requests of all City Departments; and
7. The applicant understands that site plan approval shall be valid for a period of one year from the date it is granted. Upon request, the appropriate reviewing body may grant an extension of not in excess of one year to the applicant prior to the expiration date in accordance with Article 7, Section 7.28 of the Zoning Ordinance.

OR

Motion to **POSTPONE** the Special Land Use Permit for 280 E. Lincoln – Grace Baptist Church Bar – pending receipt of the following:

1. _____
2. _____
3. _____

OR

Motion to recommend for **DENIAL** to the City Commission the Special Land Use Permit for 280 E. Lincoln – Grace Baptist Church – for the following reasons:

1. _____
2. _____
3. _____

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

Motion to adopt the findings of the Planning Department in the report dated March 26, 2025 related to the approval criteria outlined in Article 7, Section 7.27 of the Zoning Ordinance and recommend **APPROVAL** to the City Commission the Final Site Plan & Design Review application for 280 E. Lincoln – Grace Baptist Church – subject to the following conditions:

1. The applicant submits plans that meet the 10 ft. side yard setback or receive a variance from the Board of Zoning Appeals;
2. The applicant submits plans that meet the min. open space requirement or receive a variance from the Board of Zoning Appeals;
3. The site plan is required to meet some or all of the Parking Lot Landscaping Standards outlined in Article 4.20 (F).
4. The site plan is required to meet the Street Trees standards outline in Article 4.20 (G) of the Zoning Ordinance and as directed by DPS staff;
5. The applicant must enter into a shared parking agreement with the City of Birmingham to reduce the impact of parking in the neighborhoods;
6. The applicant must comply with the requests of all City Departments; and
7. The applicant understands that site plan approval shall be valid for a period of one year from the date it is granted. Upon request, the appropriate reviewing body may grant an extension of not in excess of one year to the applicant prior to the expiration date in accordance with Article 7, Section 7.28 of the Zoning Ordinance.

OR

Motion to **POSTPONE** the Final Site Plan & Design Review 280 E. Lincoln – Grace Baptist Church – pending receipt of the following:

1. _____
2. _____
3. _____

OR

Motion to recommend for **DENIAL** to the City Commission the Final Site Plan & Design Review for 280 E. Lincoln – Grace Baptist Church – for the following reasons:

1. _____
2. _____
3. _____

Zoning Compliance Summary Sheet
Special Land Use Permit, Final Site Plan and Design Review
280 E. Lincoln – Grace Baptist Church

Existing Site: Religious Institution and associated parking facility

Zoning: R2 (Single-Family Residential)

Land Use: Institutional/Special Land Use

Existing Land Use and Zoning of Adjacent Properties:

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

Land Area:	Existing:	.9 ac
	Proposed:	.9 ac
Dwelling Units:	Existing:	0 units
	Proposed:	0 units
Minimum Lot Area/Unit:	Required:	N/A
	Proposed:	N/A
Min. Floor Area /Unit:	Required:	1,000 sq. ft. (one story) 1,200 sq. ft. (> one story)
	Proposed:	N/A
Max. Total Floor Area:	Required:	N/A
	Proposed:	N/A
Min. Open Space:	Required:	40%
	Proposed:	26.7% (28.8% existing nonconforming)
Max. Lot Coverage:	Required:	30%

	Proposed:	22.1%
Front Setback:	Required:	25 ft.
	Proposed:	21.3 ft. (existing nonconforming)
Side Setbacks	Required:	9 feet or 10% of total lot width whichever is larger for one side yard 14 feet or 25% of total lot width whichever is larger for both side yards no side yard shall be less than 5 feet 10 ft. for corner lot
	Proposed:	35 ft. on west side 5 ft. on east side (variance required)
Rear Setback:	Required:	30 ft.
	Proposed:	131.8 ft.
Min. Front+Rear Setback	Required:	55 ft.
	Proposed:	153.1 ft.
Max. Bldg. Height:	Permitted:	30 ft to midpoint for sloped roofs; 24 feet for flat roofs only; 2 stories
	Proposed:	28 ft. 9.5 inches (midpoint of sloped roof), 1 story
Max. Eave Height:	Required:	24 ft.
	Proposed:	16 ft.
Floor-Floor Height:	Required:	N/A
	Proposed:	N/A
Front Entry:	Required:	N/A
	Proposed:	N/A
Absence of Bldg. Façade:	Required:	N/A
	Proposed:	N/A
Opening Width:	Required:	N/A
	Proposed:	N/A
Parking:	Required:	1/6 persons capacity = 44
	Proposed:	49 off-street spaces
Min. Parking Space Size:	Required:	180 sq. ft.
	Proposed:	180 sq. ft.
Parking in Frontage:	Required:	N/A

	Proposed:	N/A
Loading Area:	Required:	0
	Proposed:	0

Screening:

<u>Parking:</u>	Required:	32 in. capped masonry screen wall
	Proposed:	32 in. capped masonry screen wall and wood fence

<u>Loading:</u>	Required:	Screened from view
	Proposed:	N/A

<u>Rooftop Mechanical:</u>	Required:	Screened from view
	Proposed:	N/A

<u>Elect. Transformer:</u>	Required:	N/A
	Proposed:	N/A

<u>Dumpster:</u>	Required:	Masonry screen wall with wood gates
	Proposed:	N/A

SITE PLAN

GRACE BAPTIST CHURCH

280 EAST LINCOLN STREET, CITY OF BIRMINGHAM, OAKLAND COUNTY, MI

PROJECT CONTACTS

OWNER/APPLICANT

GRACE BAPTIST CHURCH
280 EAST LINCOLN STREET
BIRMINGHAM, MI 48009
PHONE: 248.646.2000

ARCHITECT/DESIGN BUILDER

GANTHER
CONSTRUCTION/ARCHITECTURE, INC.
CONTACT: ANDREW IVERSON, AIA, ALEP,
LEED AP
4825 COUNTY ROAD A
OSHKOSH, WI 54901
PHONE: 920.426.4774 EXT. 132
EMAIL: AIVERSON@GANTHER.COM

SURVEYOR

SUJAK ENGINEERING, PLC
CONTACT: TEON SUJAK
4031 COOLIDGE HWY
TROY, MI 48068
PHONE: 248.885.8431
EMAIL: SUJAKENGINEERING@COMCAST.NET

ENGINEER

METRO CONSULTING ASSOCIATES, LLC
CONTACT: ANDREW WALTERS, PE
45345 FIVE MILE ROAD
PLYMOUTH, MI 48170
PHONE: 800.525.6016
EMAIL: AWALTERS@METROCA.NET

SITE PLAN PERMITTING

CITY OF BIRMINGHAM
PLANNING DIVISION
CONTACT: NICHOLAS DUPUIS, PLANNING
DIRECTOR
151 MARTIN STREET
BIRMINGHAM, MI 48009
PHONE: 248.530.1850

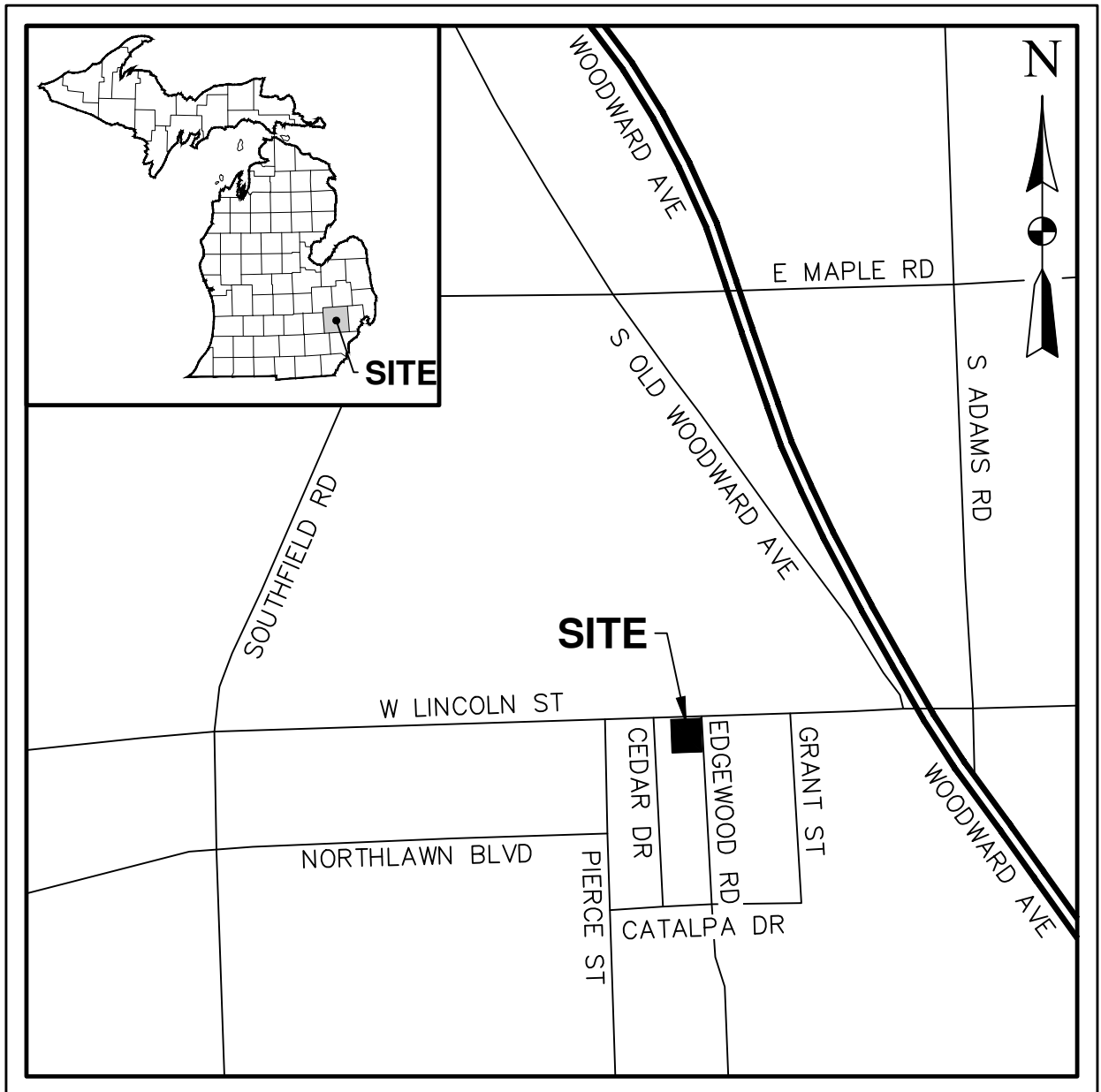
CITY OF BIRMINGHAM
ENGINEERING DEPARTMENT
CONTACT: MELISSA COATTA, PE
151 MARTIN STREET
BIRMINGHAM, MI 48009
PHONE: 248.530.1850
EMAIL: MCOATTA@BHAMGOV.ORG

SURVEY NOTES

- THESE PLANS ARE BASED ON THE TOPOGRAPHIC AND BOUNDARY SURVEY PREPARED BY SUJAK ENGINEERING, PLC DATED NOVEMBER 16, 2024.
- ELEVATIONS PROVIDED ARE ON THE CITY OF BIRMINGHAM DATUM.
- THE SURVEY WAS PERFORMED ON NO KNOWN HORIZONTAL DATUM.
- ACCORDING TO FEMA FIRM MAP 2612C0537F, EFFECTIVE SEPTEMBER 29, 2006, THE SITE IS NOT LOCATED IN AN AREA OF SPECIAL FLOOD HAZARD.



OVERALL AREA MAP



VICINITY MAP
NOT TO SCALE

SHEET INDEX

- | | |
|----|--|
| 01 | COVER SHEET |
| 02 | TOPOGRAPHIC AND BOUNDARY SURVEY |
| 03 | DEMOLITION PLAN |
| 04 | LAYOUT PLAN |
| 05 | GRADING AND UTILITY PLAN |
| 06 | LANDSCAPE PLAN |
| 07 | SOIL EROSION AND SEDIMENTATION CONTROL PLAN |
| 08 | SOIL EROSION AND SEDIMENTATION NOTES AND DETAILS |
| 09 | DETAILS |
| A1 | LOWER LEVEL FLOOR PLAN |
| A2 | MAIN FLOOR PLAN |
| A3 | EXTERIOR ELEVATIONS |
| A4 | EXTERIOR ELEVATIONS |

PROJECT NARRATIVE

GRACE BAPTIST CHURCH IS RESPECTFULLY REQUESTING THE NECESSARY PERMITS AND APPROVALS TO RENOVATE THEIR CHURCH AT 280 EAST LINCOLN STREET IN THE CITY OF BIRMINGHAM, OAKLAND COUNTY, MICHIGAN. THE PROPOSED ALTERATIONS INCLUDE REMOVAL OF 2,650SF OF EXISTING BUILDING TO CONSTRUCT A 4,180SF ADDITION ALONG WITH ALTERATION OF PORTIONS OF THE PARKING LOT AND DRIVE, SIDEWALKS AND LANDSCAPING. ALL WORK INTERNAL TO THE EAST LINCOLN STREET AND/OR EDGEWOOD ROAD RIGHT-OF-WAY WILL BE PERFORMED IN ACCORDANCE WITH THE MOST CURRENT VERSION OF THE CITY OF BIRMINGHAM'S CODE OF ORDINANCES.

WATER: THE EXISTING WATER SERVICE TO THE BUILDING WILL BE UTILIZED. NO NEW CONNECTION TO OR EXTENSION OF THE PUBLIC WATERMAIN IS PROPOSED AS PART OF THIS PROJECT.

SANITARY: THE EXISTING SANITARY SERVICE WILL BE UTILIZED. NO NEW CONNECTION TO OR EXTENSION OF THE PUBLIC SANITARY SEWER IS PROPOSED AS PART OF THIS PROJECT.

STORM SEWER: SOME RUN-OFF FROM THE SITE DRAINS TO AN ON-SITE CATCH BASIN THAT DISCHARGES TO THE SEWER IN EDGEWOOD ROAD. THE MAJORITY OF THE SITE SHEET FLOWS TO THE EAST LINCOLN STREET OR EDGEWOOD ROAD RIGHT-OF-WAY. NO ALTERATION OF THE STORM SEWER IS PROPOSED AS PART OF THIS PROJECT.

SOIL EROSION: A SOIL EROSION PERMIT FROM THE CITY OF BIRMINGHAM WILL BE REQUIRED FOR THE PROJECT.



THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

CONSTRUCTION SITE SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

Revisions



Project Number	Date
1051-25-13215	3/6/2025
P.M.	Checked by
AW	AW
	WB
	Crew/Book

Client
GRACE BAPTIST CHURCH

Project
GRACE BAPTIST CHURCH

Site Address	280 EAST LINCOLN STREET BIRMINGHAM, MI 48009
County	OAKLAND
Community	CITY OF BIRMINGHAM
Township	2N
Range	10E
Section	36

Professional Name
ANDREW WALTERS, PE

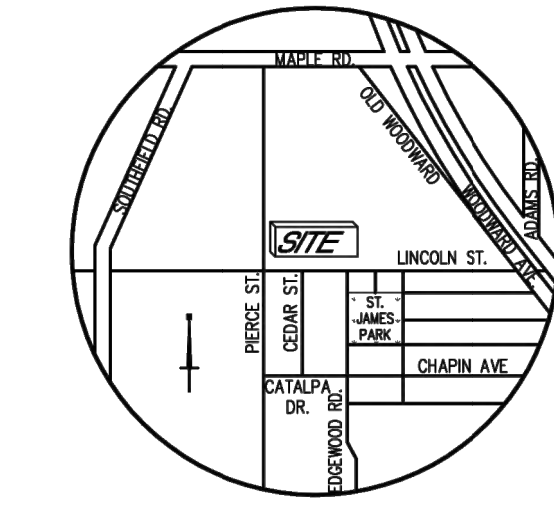
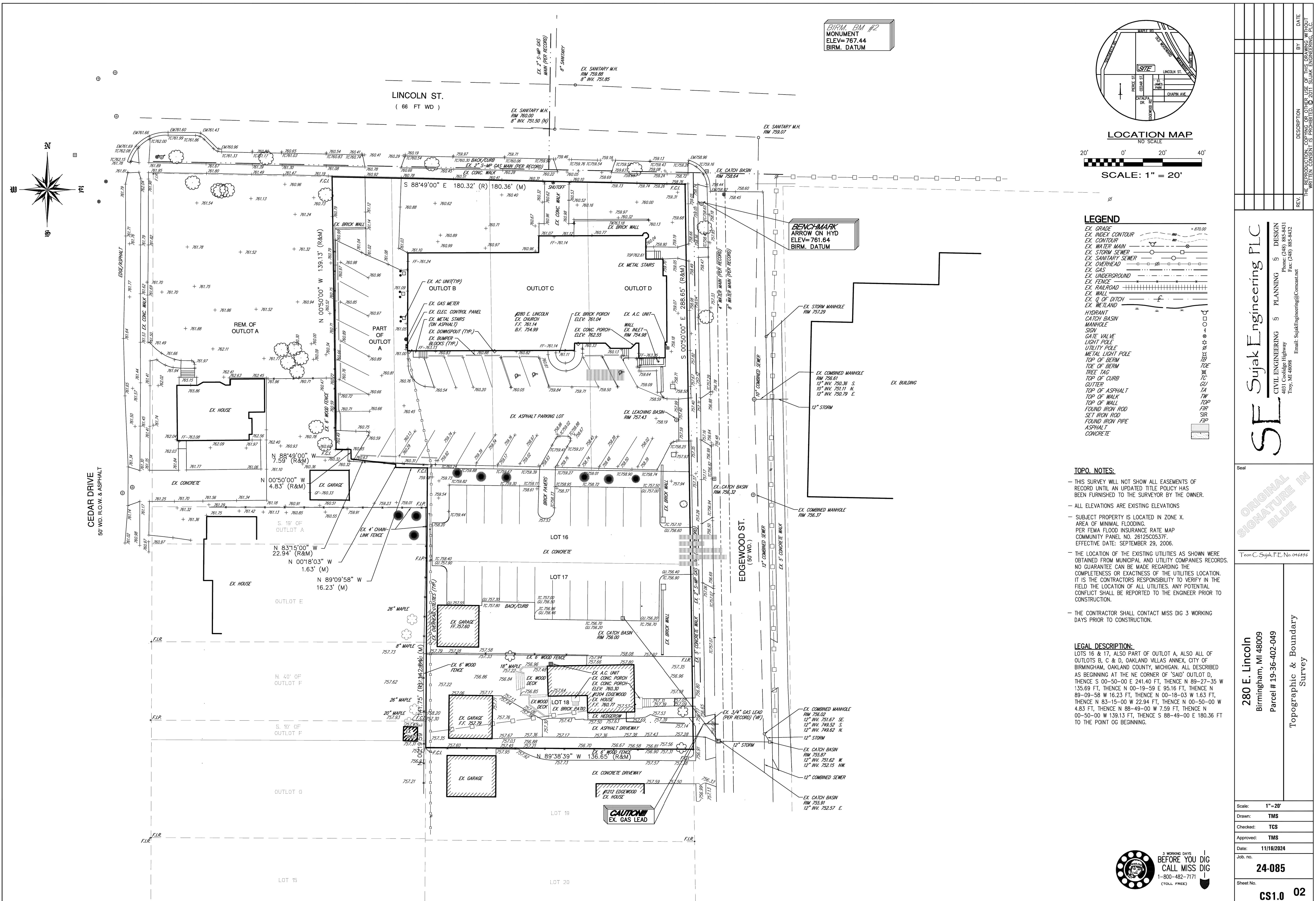
Date
3/6/2025

Title
SITE PLAN

COVER SHEET

Drawing Scale
1" = 30'

Sheet Number
01



LOCATION MAP
NO SCALE
20' 0' 20' 40'
SCALE: 1" = 20'

LEGEND

- EX. GRADE
- EX. INDEX CONTOUR
- EX. CONTOUR
- EX. WATER MAIN
- EX. STORM SEWER
- EX. SANITARY SEWER
- EX. OVERHEAD
- EX. GAS
- EX. UNDERGROUND
- EX. FENCE
- EX. RAILROAD
- EX. WALL
- EX. Q. OF DITCH
- EX. WETLAND
- HYDRANT
- CATCH BASIN
- MANHOLE
- SIGN
- GATE VALVE
- LIGHT POLE
- UTILITY POLE
- METAL LIGHT POLE
- TOP OF BERM
- TOE OF BERM
- TREE TAG
- TOP OF CURB
- GUTTER
- TOP OF ASPHALT
- TOP OF WALK
- TOP OF WALL
- FOUND IRON ROD
- SET IRON ROD
- FOUND IRON PIPE
- ASPHALT
- CONCRETE

TOPO. NOTES:

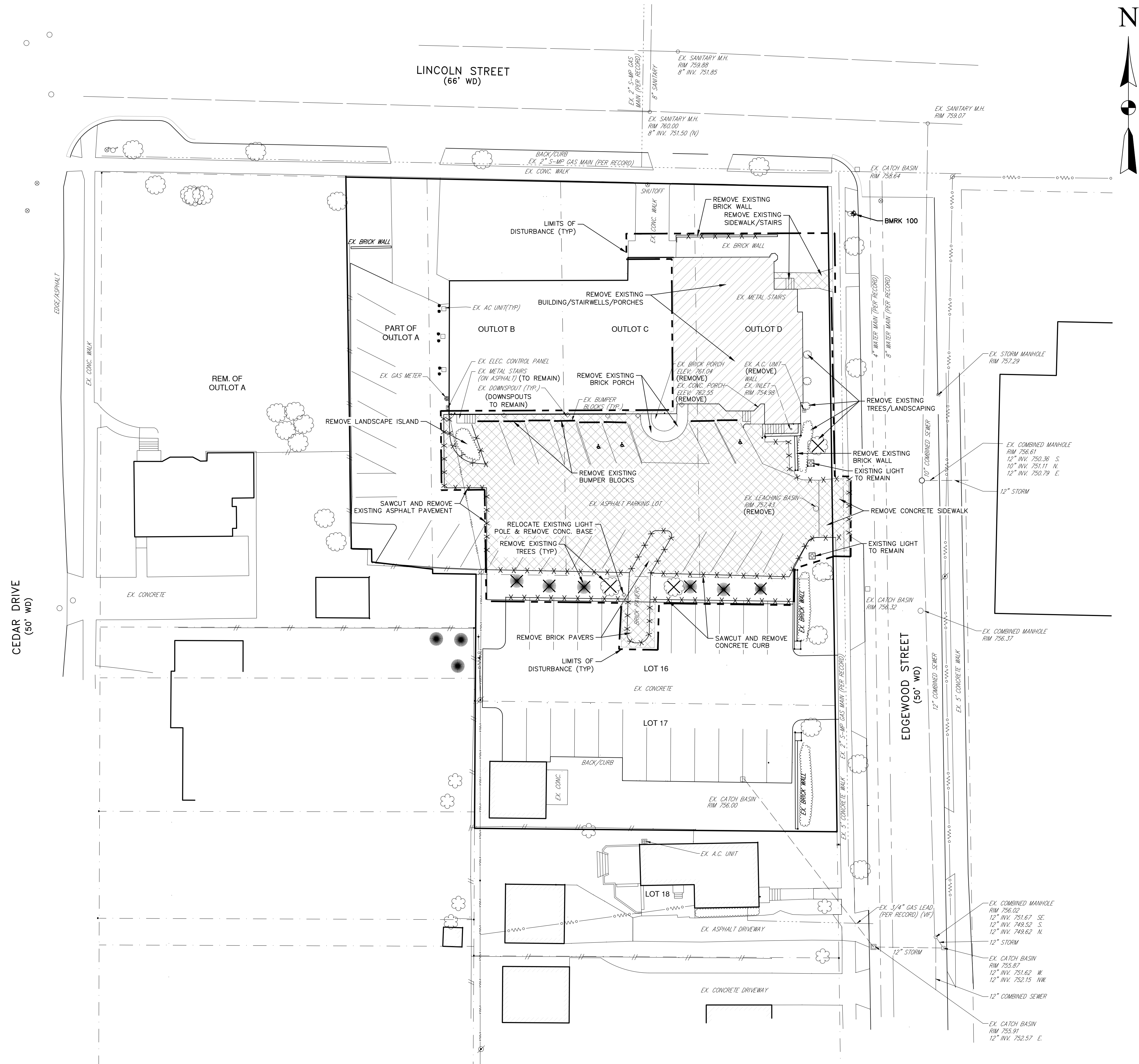
- THIS SURVEY WILL NOT SHOW ALL EASEMENTS OF RECORD UNTIL AN UPDATED TITLE POLICY HAS BEEN FURNISHED TO THE SURVEYOR BY THE OWNER.
- ALL ELEVATIONS ARE EXISTING ELEVATIONS
- SUBJECT PROPERTY IS LOCATED IN ZONE X. AREA OF MINIMAL FLOODING. PER FEMA FLOOD INSURANCE RATE MAP COMMUNITY PANEL NO. 26125C0537F. EFFECTIVE DATE: SEPTEMBER 29, 2006.
- THE LOCATION OF THE EXISTING UTILITIES AS SHOWN WERE OBTAINED FROM MUNICIPAL AND UTILITY COMPANIES RECORDS. NO GUARANTEE CAN BE MADE REGARDING THE COMPLETENESS OR EXACTNESS OF THE UTILITIES LOCATION. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY IN THE FIELD THE LOCATION OF ALL UTILITIES. ANY POTENTIAL CONFLICT SHALL BE REPORTED TO THE ENGINEER PRIOR TO CONSTRUCTION.
- THE CONTRACTOR SHALL CONTACT MISS DIG 3 WORKING DAYS PRIOR TO CONSTRUCTION.

LEGAL DESCRIPTION:

LOTS 16 & 17, ALSO PART OF OUTLOT A, ALSO ALL OF OUTLOTS B, C & D, OAKLAND VILLAS ANNEX, CITY OF BIRMINGHAM, OAKLAND COUNTY, MICHIGAN. ALL DESCRIBED AS BEGINNING AT THE NE CORNER OF "SAID" OUTLOT D, THENCE S 00°50'00" E 241.40 FT, THENCE N 89°27'35" W 135.69 FT, THENCE N 00°19'59" E 95.16 FT, THENCE N 89°09'58" W 16.23 FT, THENCE N 00°18'03" W 1.63 FT, THENCE N 83°15'00" W 22.94 FT, THENCE N 00°50'00" W 4.83 FT, THENCE N 88°49'00" W 7.59 FT, THENCE N 00°50'00" E 180.36 FT TO THE POINT OF BEGINNING.

Scale: 1"=20'	Drawn: TMS	Checked: TCS	Approved: TMS	Date: 11/16/2024	Job no. 24-085	Sheet No. CS1.0 02
280 E. Lincoln Birmingham, MI 48009 Parcel # 19-36-402-049 Topographic & Boundary Survey						
Team C Syjak, P.E. No. 046896						
SE Syjak Engineering PLC CIVIL ENGINEERING S PLANNING S DESIGN S 4031 Coolidge Highway Troy, MI 48068 Phone: (248) 885-8431 Fax: (248) 885-8432 Email: SyjakEngineering@Comcast.net						
THE REPRODUCTION, COPYING OR OTHER USE OF THIS DRAWING WITHOUT WRITTEN CONSENT IS PROHIBITED. © 2017 SYJAK ENGINEERING, P.L.C.						

K:\2025\101 JOB FOLDERS\101-25-13215\Drawings\Plan Sets\Preliminary Site Plan\13215-CD08.dwg



BENCHMARK LIST:

BMRK#100
ARROW ON HYDRANT
(CITY OF BIRMINGHAM DATUM)
ELEV = 761.64

BMRK#101
CITY OF BIRMINGHAM
BENCHMARK #2
SOUTHEAST CORNER OF PIERCE AND LINCOLN
ELEV = 767.44

LEGEND

	EX. SPOT ELEVATION
	EX. CONTOUR
	EX. WETLAND LIMITS
	EX. BOUNDARY LINE
	EX. ADJACENT PROPERTY LINE
	EX. RIGHT-OF-WAY
	EX. SECTION LINE
	EX. EASEMENT LINE
	EX. CURB/PAVEMENT
	EX. FENCE
	EX. GRAVEL
	EX. DITCH
	EX. GUARDRAIL
	EX. TREELINE
	EX. TREE (CONIFEROUS)
	EX. TREE (DECIDUOUS)
	EX. SIGN
	EX. MAILBOX
	FOUND IRON PIPE
	FOUND IRON ROD
	FOUND PK NAIL
	FOUND CONC. MONUMENT
	SET IRON ROD
	SET MAG NAIL
	EX. SECTION CORNER
	SOIL BORING
	EX. WATER MAIN
	EX. WATER VALVE
	EX. HYDRANT
	EX. WATER MANHOLE
	EX. WELL
	EX. WATER METER
	EX. STORM SEWER
	EX. STORM INLET/CATCH BASIN
	EX. STORM MANHOLE
	EX. STORM END SECTION
	EX. SANITARY SEWER
	EX. SANITARY MANHOLE
	EX. CLEAN OUT
	EX. UNDERGROUND GAS
	EX. GAS VALVE
	EX. TEST STATION
	EX. GAS METER
	EX. UNDERGROUND CABLE
	EX. UNDERGROUND FIBER
	EX. UNDERGROUND TELEPHONE
	EX. TELEPHONE MANHOLE
	EX. TELEPHONE RISER
	EX. OVERHEAD ELECTRIC
	EX. UNDERGROUND ELECTRIC
	EX. ELECTRIC MANHOLE
	EX. ELECTRIC METER/TRANSFORMER
	EX. LIGHT POLE
	EX. TRAFFIC SIGNAL POLE
	EX. UTILITY POLE
	EX. GUY WIRE
	EX. TRAFFIC SIGNAL BOX
	EX. UNIDENTIFIED MANHOLE
	PR. SPOT ELEVATION
	PR. CONTOUR
	PR. DRAINAGE ARROW
	PR. EASEMENT LINE
	PR. SETBACK LINE
	PR. CURB/PAVEMENT
	PR. SIDEWALK RAMP
	PR. ASPHALT PAVEMENT
	PR. CONCRETE
	PR. GUARDRAIL
	PR. SIGN
	PR. WATER MAIN
	PR. WATER VALVE
	PR. HYDRANT
	PR. WATER VALVE IN MANHOLE
	PR. WELL
	PR. REDUCER
	PR. STORM SEWER
	PR. STORM INLET/CATCH BASIN
	PR. STORM MANHOLE
	PR. STORM END SECTION
	PR. SANITARY SEWER
	PR. SANITARY MANHOLE
	PR. CLEANOUT
	PR. UTILITY CROSSING LOCATION
	PR. UNDERGROUND GAS
	PR. GAS VALVE
	PR. LIGHT POLE
	PR. TREE PROTECTION FENCE
	PR. DEMO UTILITY/ CURB
	PR. DEMO BUILDING
	PR. DEMO EXISTING TREE
	PR. LIMIT OF DISTURBANCE
	PR. INLET FILTER
	PR. STONE/ RIP-RAP
	PR. SOIL LIMITS
	PR. SOIL TYPE

DEMOLITION NOTES:

1. THE CONTRACTOR SHALL CALL 811 "MISS DIG" AT LEAST THREE WORKING DAYS PRIOR TO CONSTRUCTION.
2. A SOIL EROSION CONTROL PERMIT FROM THE AUTHORITY HAVING JURISDICTION IS REQUIRED AND SOIL EROSION CONTROL BMP'S SHALL BE IN PLACE PRIOR TO THE COMMENCEMENT OF DEMOLITION ACTIVITIES.
3. THE CONTRACTOR SHALL INDEPENDENTLY VERIFY THE LOCATION AND DEPTH OF EXISTING UTILITIES PRIOR TO DEMOLITION ACTIVITIES.
4. THE CONTRACTOR SHALL BE RESPONSIBLE TO DEMOLISH OR RELOCATE ANY SITE FEATURES AS ACCORDING TO PLAN AND/OR AS APPROPRIATE TO FACILITATE THE CONSTRUCTION OF THE PROPOSED IMPROVEMENTS.
5. PRIOR TO REMOVING, RELOCATING, OR PERFORMING ANY WORK ON A UTILITY, THE CONTRACTOR SHALL COORDINATE WITH THE RESPECTIVE UTILITY OWNER.
6. ALL DEMOLISHED MATERIAL SHALL BE REMOVED FROM THE SITE AND DISPOSED OF IN A LEGALLY DESIGNATED DISPOSAL AREA. PERMITS AND FEES FOR DISPOSAL OF DEMOLITION MATERIAL SHALL BE OBTAINED AND PAID FOR BY THE CONTRACTOR.
7. COORDINATE WITH THE UTILITY PLAN REGARDING DEMOLITION OR RELOCATION OF EXISTING UTILITIES.
8. REMOVE BUILDING FOOTINGS TO A MINIMUM OF TWO FEET BELOW FINISHED GRADE AND, WHERE UNDER PROPOSED BUILDINGS OF PAVED AREAS, BACKFILL WITH ENGINEERED MATERIAL.
9. REMOVAL OF EXISTING LIGHT POLES SHALL INCLUDE THE REMOVAL OF THE POLE BASE AND CONDUIT BETWEEN LIGHTS.
10. REMOVAL OF CONCRETE SIDEWALK AND/OR CURB SHALL BE TO THE NEAREST JOINT UNLESS OTHERWISE NOTED.
11. PAVEMENTS TO BE REMOVED SHALL BE SAW CUT TO THE FULL DEPTH OF THE PAVEMENT. THE CONTRACTOR SHALL TAKE CARE TO MAINTAIN A CLEAN EDGE OF PAVEMENT.



Know what's below.
Call before you dig.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

CONSTRUCTION SITE SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

Revisions

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

--	--

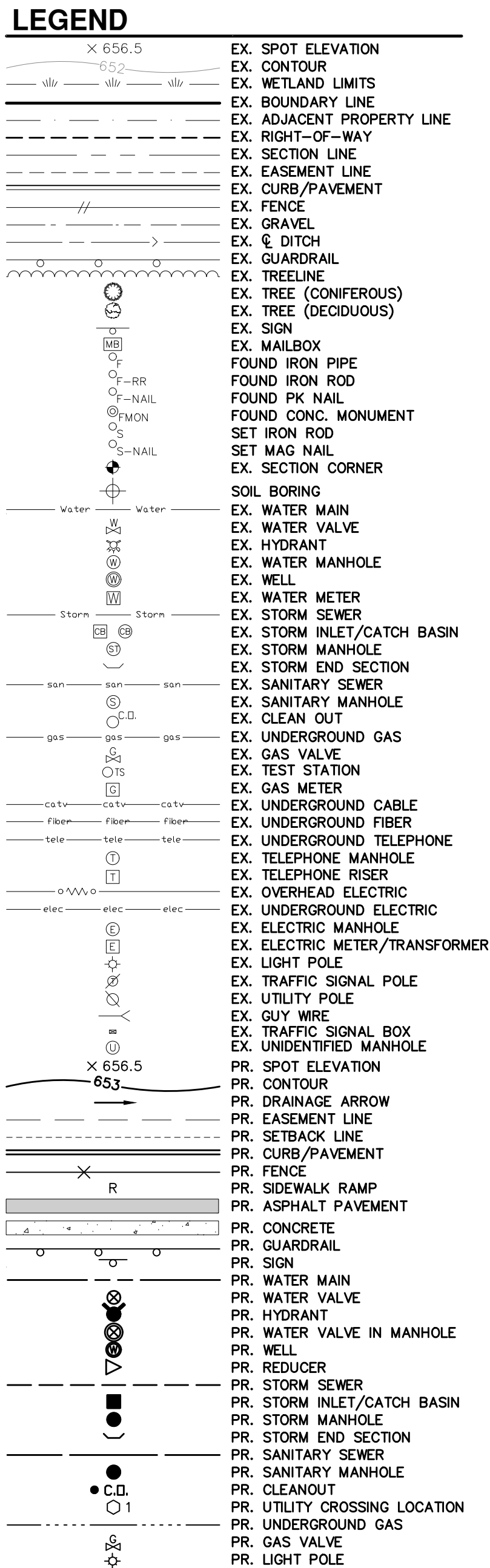
--	--

--	--

--	--

--	--

--	--



1. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CURRENT STANDARDS, SPECIFICATION, AND GENERAL CONDITIONS OF THE JURISDICTION HAVING AUTHORITY.
2. ALL DIMENSIONS ARE MEASURED TO THE PAINT LINE OR FACE OF CURB UNLESS OTHERWISE NOTED.
3. ALL PARKING LOT STRIPING SHALL BE IN ACCORDANCE WITH THE "MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES".
4. ALL ACCESSIBLE PARKING, SIGNAGE AND STRIPING SHALL BE IN ACCORDANCE WITH THE "ADA STANDARDS FOR ACCESSIBLE DESIGN", CURRENT EDITION.
5. PRIOR TO COMMENCING WORK, THE CONTRACTOR SHALL CONTACT THE OWNER AND/OR ENGINEER SHOULD THERE BE ANY FIELD CONFLICTS WITH THE DESIGN INTENT.
6. REFER TO THE ARCHITECTURAL PLANS FOR COORDINATING THE SCOPE OF WORK RELATIVE TO THE BUILDING ELEVATIONS, INTERIOR, AND APPURTENANCES.
7. EXISTING SIDEWALK FLAGS IN THE PUBLIC RIGHT-OF-WAY THAT HAS BEEN CRACKED OR DAMAGED BY TREE ROOTS SHALL BE REMOVED AND REPLACED.

GROSS LOT AREA		39,220 SF, 0.90 AC		
NET LOT AREA		0.90 AC		
ZONING		R-2		
LAND USE		RELIGIOUS		
SITE DEVELOPMENT DATA		REQUIRED	EXISTING	PROPOSED
BUILDING SETBACKS	FRONT	25'	21.3'/10.1'	21.3'/10.8'
	SIDE	9' ONE, 14' TOT.	37.3'/59.7'	59.7'/37.3'
	REAR	N/A	N/A	197.13'
BUILDING REQUIREMENTS	FLOOR AREA	N/A	7,081 SF	8,682 SF
	BUILDING HEIGHT	2 Stories/30'		XX
LOT COVERAGE	LOT AREA	6,000 SF MIN.	39,220 SF	39,220 SF
	MIN. OPEN SPACE	40.0%	28.8%	26.7%
	MAX. LOT COVERAGE	30.0%	18.1%	22.1%
PARKING	TOTAL SPACES*	45	54	49
	ADA SPACES	2	3	3
	BICYCLE SPACES**	5	0	6

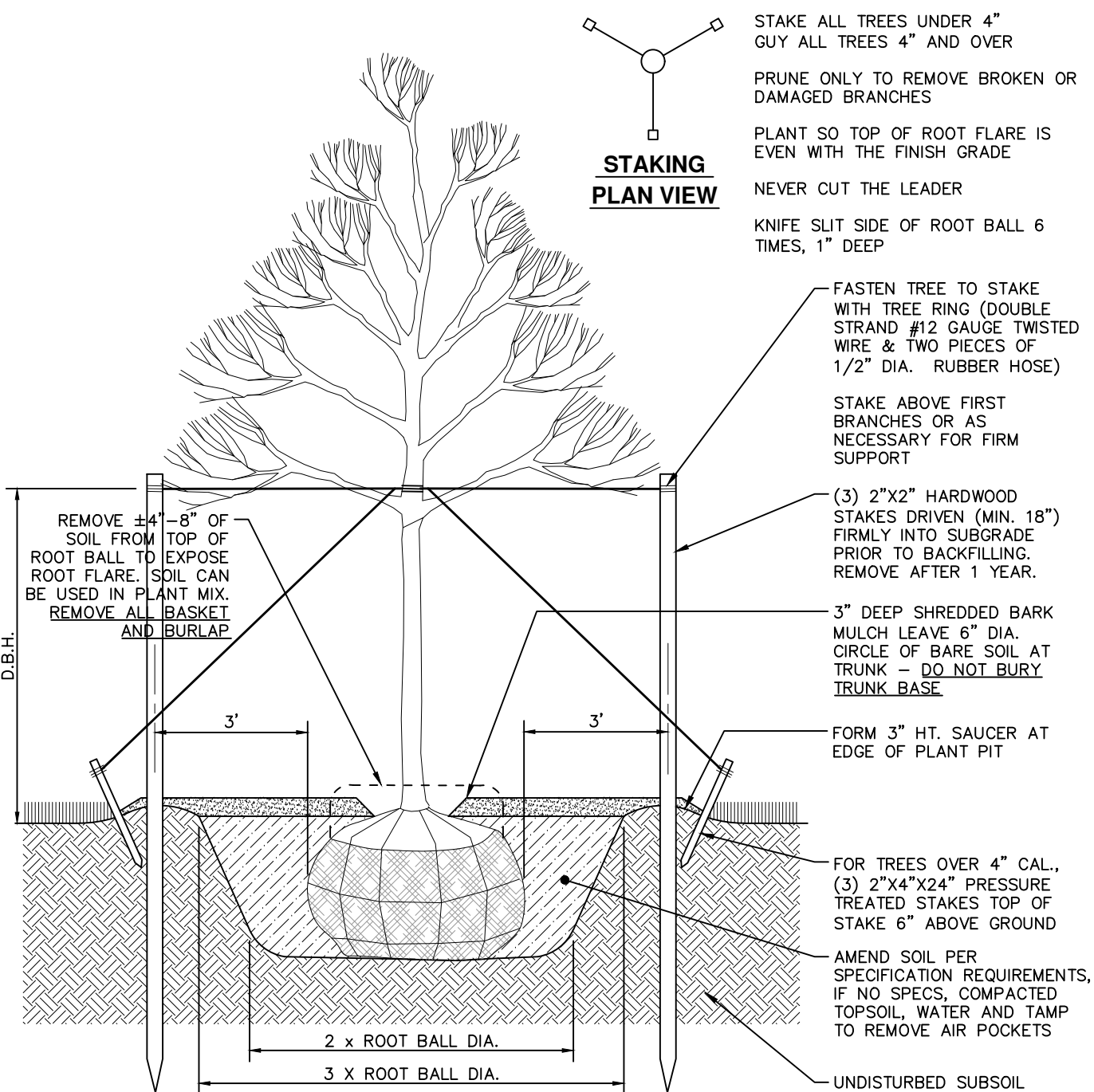
*BASED ON ONE PARKING SPACE PER SIX SEATS
 **BASED ON ONE BIKE SPACE PER TEN PARKING SPACES OR 1 BIKE SPACE PER 3,000 SF BLDG.
 (WHICHEVER IS GREATER)

C:\2025\1051 JOB FOLDERS\1051-25-13215\Drawings\Plan Sets\Preliminary Site Plan\13215-LA.dwg

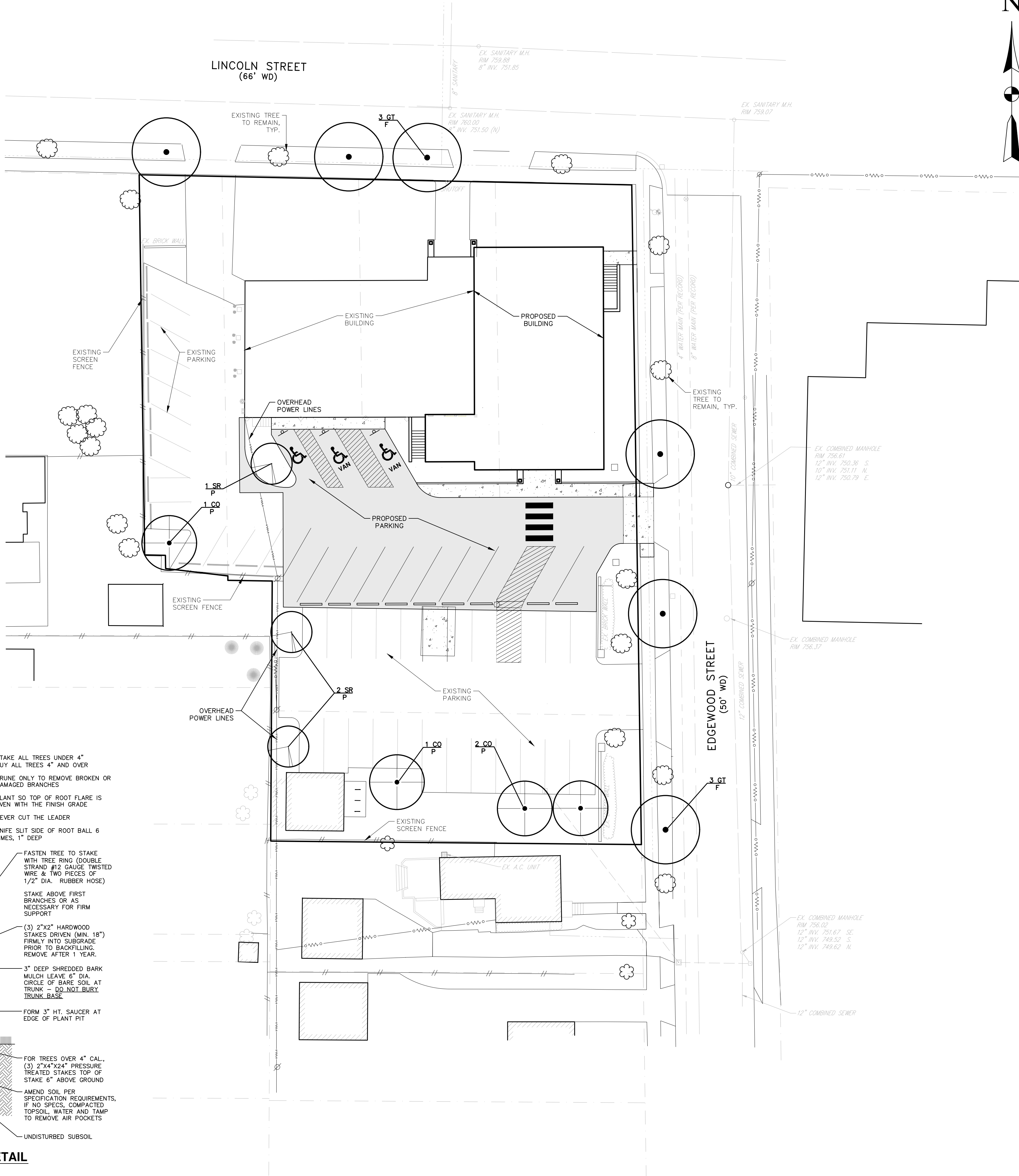


LANDSCAPE NOTES:

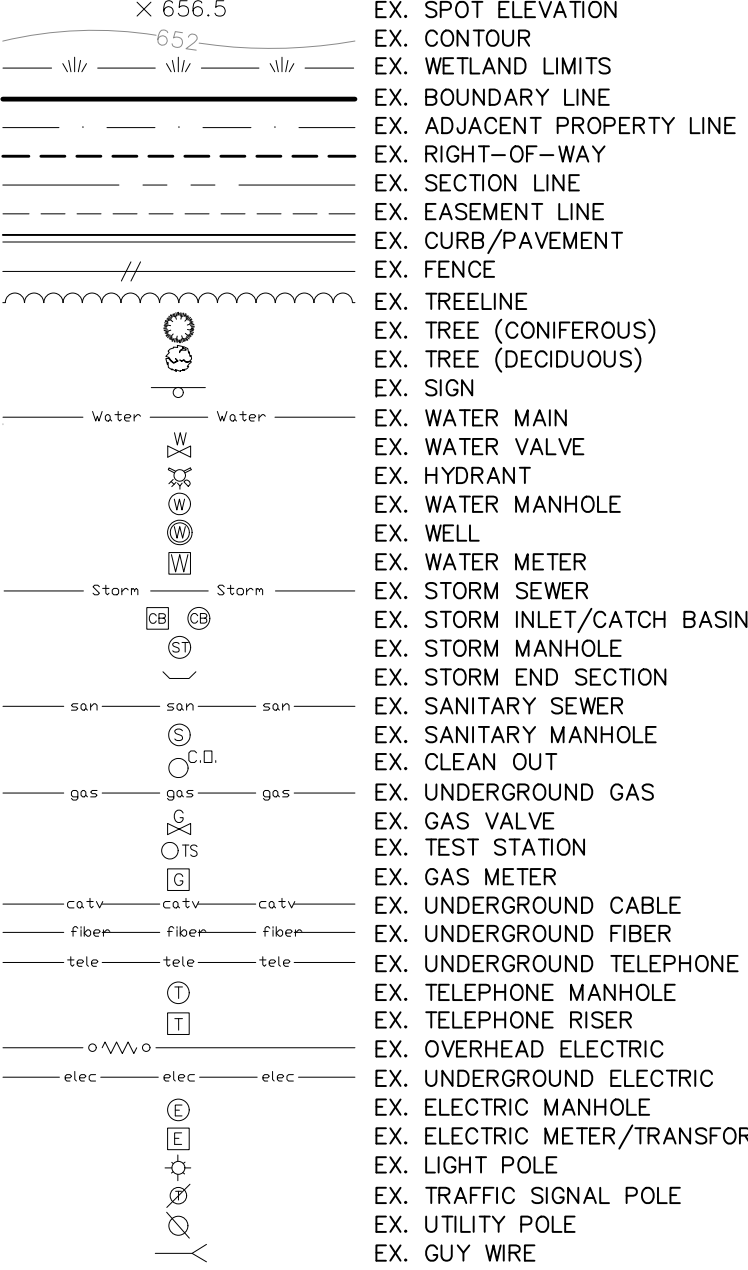
- THIS PLAN IS FOR PLANTING LOCATIONS ONLY.
- SIZES SPECIFIED ARE MINIMUM SIZES TO BE INSTALLED.
- IN THE EVENT THE PLANT LIST DOES NOT MATCH THE PLAN, THE PLAN SHALL TAKE PRECEDENCE.
- ALL PLANTS SHALL CONFORM TO THE CURRENT ISSUE OF THE AMERICAN STANDARD FOR NURSERY STOCK PUBLISHED BY THE AMERICAN ASSOCIATION OF NURSERYMEN AND SHALL HAVE PASSED INSPECTIONS REQUIRED UNDER STATE REGULATIONS.
- ALL LANDSCAPING SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH CITY OF BIRMINGHAM STANDARDS IN A NEAT, HEALTHY AND WEED-FREE CONDITION, FREE FROM REFUSE AND DEBRIS. ANY DEAD, DISEASED OR DAMAGED PLANT MATERIAL IS TO BE REPLACED WITHIN SIX MONTHS, OR THE NEXT APPROPRIATE PLANTING PERIOD, WHICHEVER COMES FIRST.
- ALL EXISTING TREES TO REMAIN THAT ARE DAMAGED DURING CONSTRUCTION SHALL BE REPLACED BY THE END OF THE FOLLOWING PLANTING SEASON.
- THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL UNDERGROUND AND OVERHEAD UTILITIES. PLANT MATERIAL IS TO BE LOCATED SUCH THAT IT WILL NOT INTERFERE WITH ANY UNDERGROUND OR OVERHEAD UTILITIES. PLANTINGS WITHIN 15 FEET OF A FIRE HYDRANT SHALL NOT EXCEED 6 INCHES IN HEIGHT.
- PLANT TREES AND SHRUBS AT THE SAME GRADE LEVEL AT WHICH THEY WERE GROWN IN THE NURSERY. IF HEAVY CLAY SOILS ARE EVIDENT, PLANT TREES AND SHRUBS IN LEVEL AREAS HIGHER, APPROXIMATELY 1/4 OF THE ROOT BALL ABOVE THE GRADE.
- REMOVE ALL TWINE, WIRE, NURSERY TREE GUARDS, TAGS AND INORGANIC MATERIAL FROM ROOT BALLS. PEEL BACK THE TOP 1/3 OF BURLAP FROM EARTH BALLS AND REMOVE ANY BURLAP AROUND TREE TRUNKS.
- ALL LANDSCAPE AREAS SHALL BE EXCAVATED OF ALL BUILDING / CONSTRUCTION MATERIAL AND POOR SOILS TO A DEPTH OF 18"-24" AND BACKFILLED WITH GOOD, MEDIUM TEXTURED PLANTING SOIL.
- ALL DISTURBED UNPAVED AREAS ARE TO BE SPREAD WITH A MINIMUM 2 INCHES OF TOPSOIL OVER TILLED SURFACES OR MINIMUM 4" TOPSOIL OVER UNTILLED SURFACES, AND SODDED.
- AREAS OF INDIVIDUAL TREES AND LANDSCAPE BEDS ARE TO BE MULCHED WITH A MINIMUM OF 4 INCHES OF SHREDDED HARDWOOD BARK. MULCH SHALL BE SPREAD IN A 5-FOOT DIAMETER CIRCLE AROUND THE BASE OF EACH TREE, LEAVING A 6-INCH RADIUS CIRCLE OF BARE SOIL AROUND THE TRUNK OF THE TREE. ALL AREAS OUTSIDE OF THE MULCH RINGS SHALL BE SODDED.
- IF AN APPROVED SPECIES IS NO LONGER ACCEPTABLE DUE TO SUCH THINGS AS INFESTATION OR DISEASE, A SUITABLE SIMILAR SPECIES SHALL BE USED AS REPLACEMENT. ANY PLANT SUBSTITUTIONS SHALL HAVE CITY OF BIRMINGHAM APPROVAL PRIOR TO INSTALLATION.
- RECOMMENDED PLANTING DATES ARE MARCH 1 TO MAY 15 FOR ALL MATERIALS AND OCTOBER 15 TO DECEMBER 15 FOR DECIDUOUS MATERIALS. PLANTINGS OUTSIDE THESE DATES SHALL HAVE PRIOR CITY OF BIRMINGHAM APPROVAL, AND MAY REQUIRE SPECIAL TREATMENT, SUCH AS EXTRA WATERING OR MULCHING, TO INCREASE SURVIVAL POTENTIAL.



DECIDUOUS TREE PLANTING DETAIL
NOT TO SCALE



LEGEND:



LANDSCAPE CALCULATIONS:

Sec. 4.20 LA-01 F. (P) Parking

PARKING LOT AREA 18,497 SF

INTERIOR LANDSCAPE AREAS - MIN. 5%

	REQUIRED	PROVIDED
18,497 SF X 5% =	925 SF	1,060 SF

1 TREE / 150 SF LANDSCAPE AREA

1,060 SF / 150 SF =	7 EA	7 EA
---------------------	------	------

Sec. 4.20 LA-01 G. (F) Frontage

LINCOLN STREET FRONTAGE = 180 LF

EDGEWOOD ROAD FRONTAGE = 241 LF

TOTAL = 421 LF

	REQUIRED	PROVIDED
1 STREET TREE / 40 LF FRONTAGE		
421 LF / 40 SF =	11 EA	11 EA
	PROPOSED	6 EA
	EXISTING	5 EA

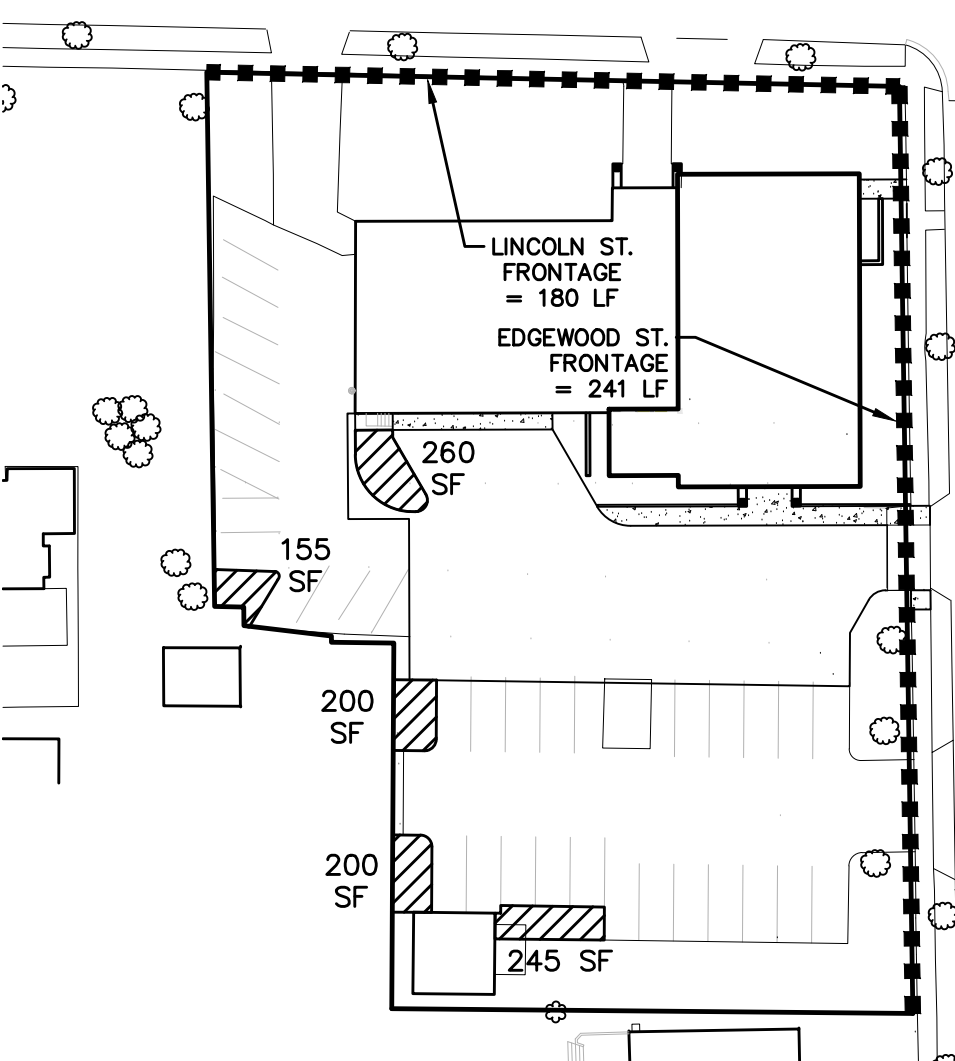
PLANT LIST:

Sec. 4.20 LA-01 F. (P) Parking

KEY	QTY.	SPECIES	MIN. SIZE	SPEC.
CO	4	CELTIS OCCIDENTALIS	3" CAL	B&B
		HACKBERRY		
SR	3	SYRINGA RETICULATA	3" CAL	B&B
		JAPANESE TREE LILAC		

Sec. 4.20 LA-01 G. (F) Frontage

KEY	QTY.	SPECIES	MIN. SIZE	SPEC.
GT	6	GLEDTISIA 'SKYLINE'	3" CAL	B&B
		THORNLESS HONEYLOCUST		



LANDSCAPE REQUIREMENT ILLUSTRATION

SCALE = 1" = 50'



Know what's below.
Call before you dig.

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE CONTRACTOR SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, AND AGREES TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES WHICH MIGHT BE OCCASIONED BY THE CONTRACTOR'S FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UNDERGROUND UTILITIES.

CONSTRUCTION SITE SAFETY IS THE RESPONSIBILITY OF THE CONTRACTOR. NEITHER THE OWNER NOR THE ENGINEER SHALL BE EXPECTED TO ASSUME ANY RESPONSIBILITY FOR SAFETY OF THE WORK, OF PERSONS ENGAGED IN THE WORK, OF ANY NEARBY STRUCTURES, OR OF ANY OTHER PERSONS.

Revisions



Project Number	Date
1051-25-13215	3/6/2025
P.M.	Checked by
AW	AW

Client: GRACE BAPTIST CHURCH

Project: GRACE BAPTIST CHURCH

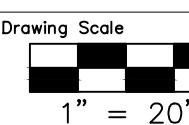
Site Address	280 EAST LINCOLN STREET BIRMINGHAM, MI 48009
County	OAKLAND
Community	CITY OF BIRMINGHAM
Township	2N
Range	10E
Section	36

Professional Name	Date
ANDREW WALTERS, PE	3/6/2025

Site

SITE PLAN

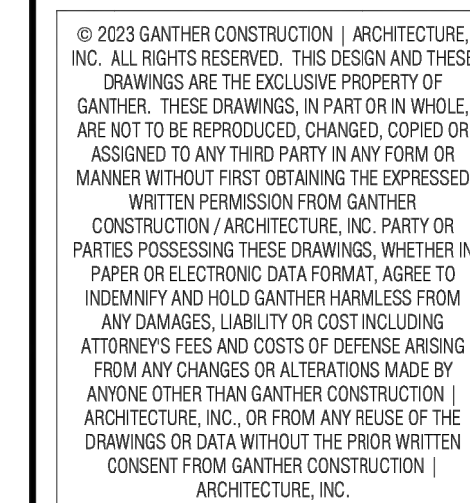
LANDSCAPE PLAN



Sheet Number

06



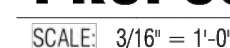


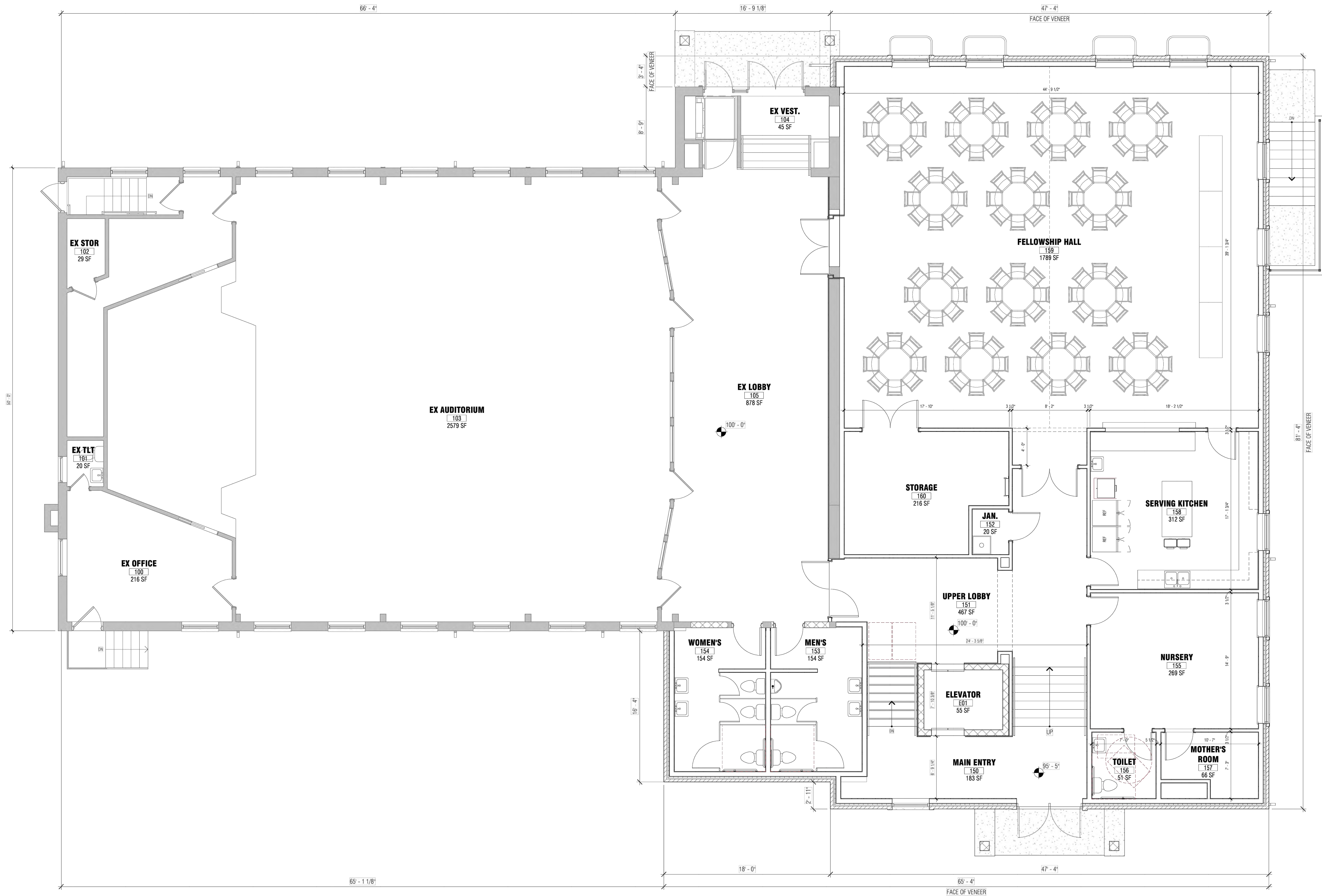
280 E. LINCOLN STREET, BIRMINGHAM, MI 48009

PROPOSED PROJECT FOR:

PROPOSED LOWER LEVEL FLOOR PLAN

A1





PROPOSED MAIN FLOOR PLAN

SCALE: 3/16" = 1'-0"



**Ganther Construction
Architecture, Inc.**

4825 County Road A
Oshkosh, Wisconsin 54901
tel. 920.426.4774 fax
920.426.4788 www.ganther.com

© 2023 GANTHER CONSTRUCTION | ARCHITECTURE, INC. ALL RIGHTS RESERVED. THIS DESIGN AND THESE DRAWINGS ARE THE EXCLUSIVE PROPERTY OF GANTHER. THESE DRAWINGS, IN PART OR IN WHOLE, ARE NOT TO BE REPRODUCED, CHANGED, COPIED OR ASSIGNED TO ANY THIRD PARTY IN ANY FORM OR MANNER WITHOUT FIRST OBTAINING THE EXPRESSED WRITTEN PERMISSION FROM GANTHER CONSTRUCTION / ARCHITECTURE, INC. PARTIES POSSESSING THESE DRAWINGS, WHETHER IN PAPER OR ELECTRONIC DATA FORMAT, AGREE TO INDEMNIFY AND HOLD GANTHER HARMLESS FROM ANY DAMAGES, LIABILITY OR COST INCLUDING ATTORNEY'S FEES AND COSTS OF DEFENSE ARISING FROM ANY CHANGES OR ALTERATIONS MADE BY ANYONE OTHER THAN GANTHER CONSTRUCTION | ARCHITECTURE, INC. OR FROM ANY REUSE OF THE DRAWINGS OR DATA WITHOUT THE PRIOR WRITTEN CONSENT FROM GANTHER CONSTRUCTION | ARCHITECTURE, INC.

PROPOSED PROJECT FOR:

GRACE BAPTIST CHURCH

280 E. LINCOLN STREET, BIRMINGHAM, MI 48009

REVISIONS

#	DATE	

Project Number 24-1037

Date 3/5/2025

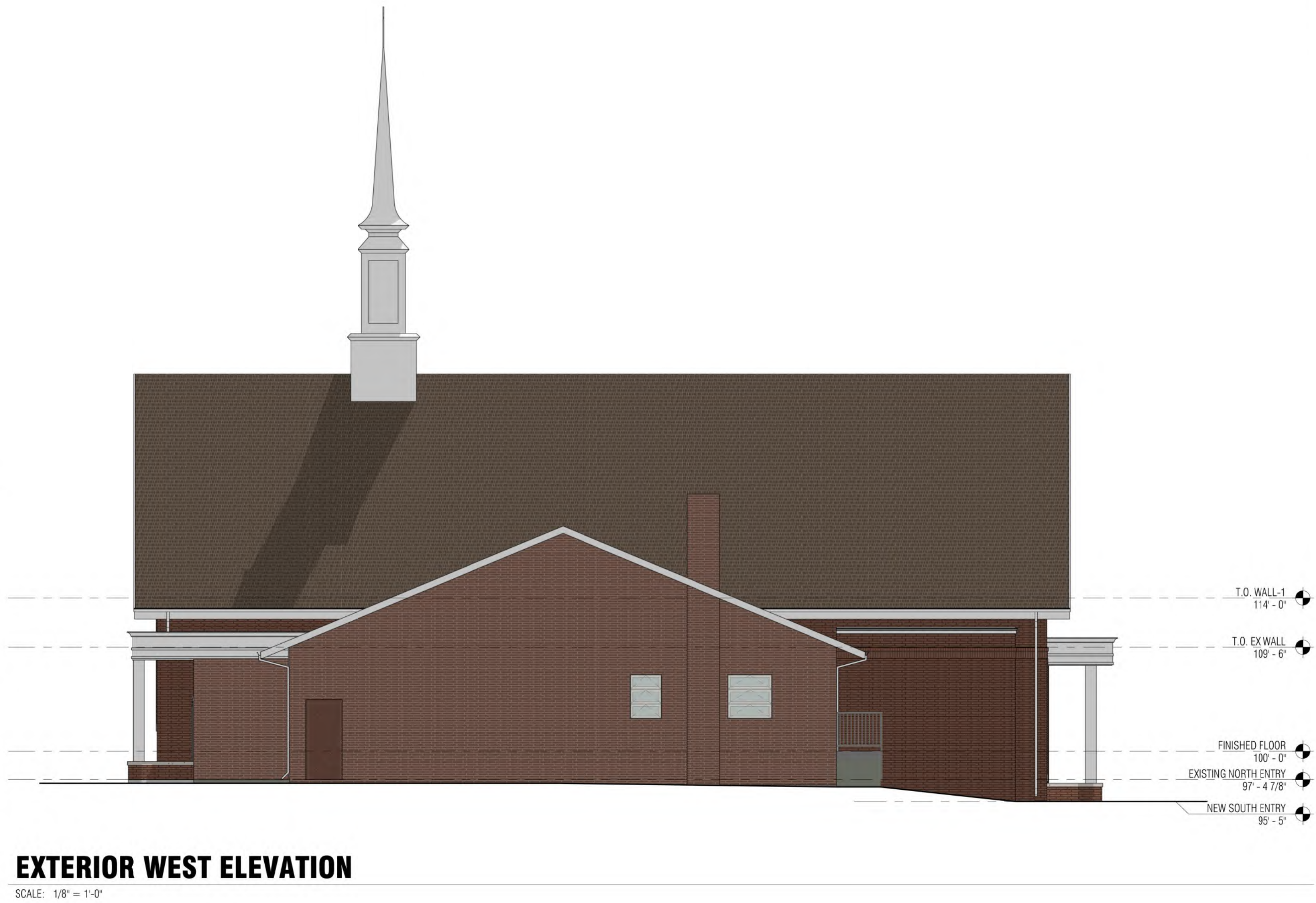
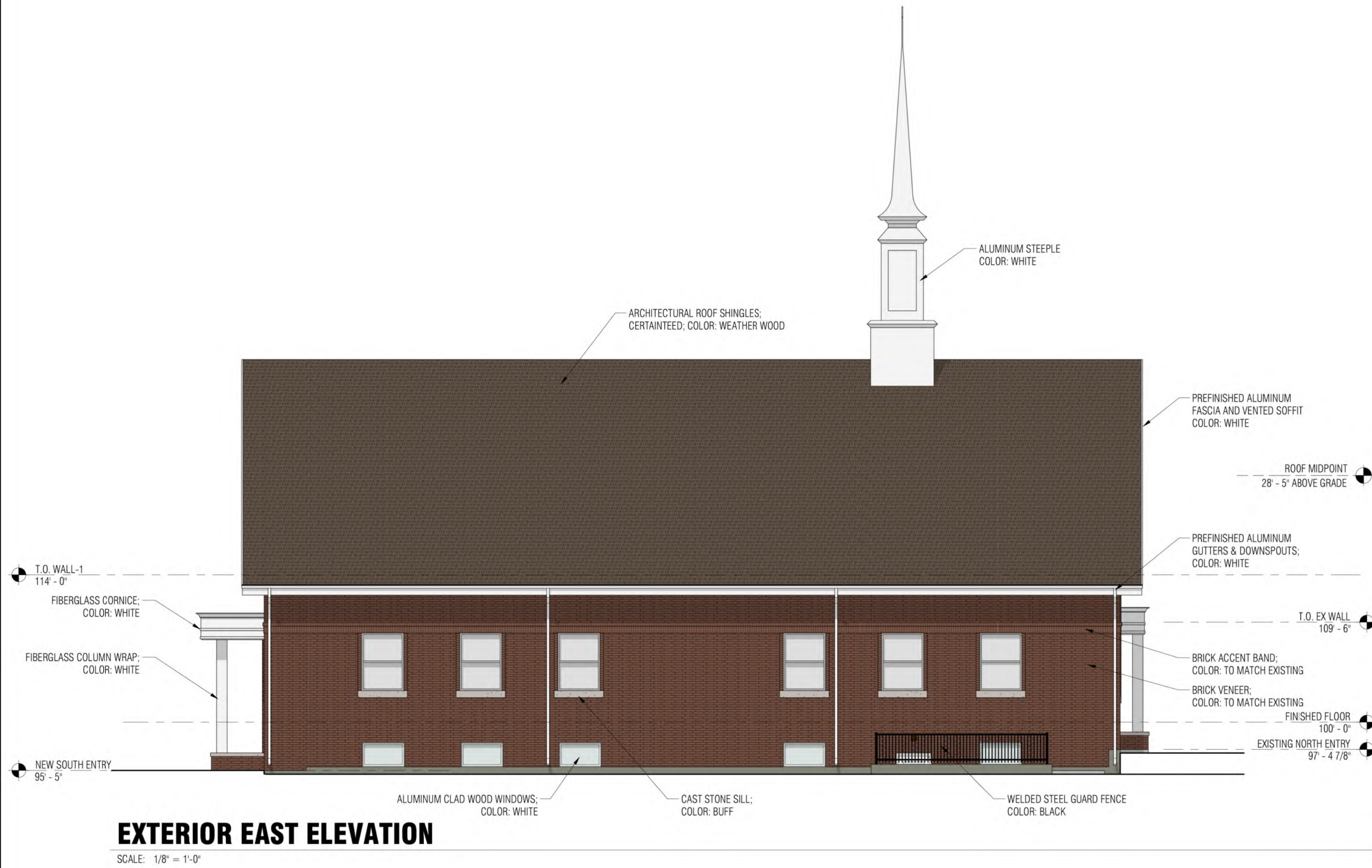
Drawn By JJR

Checked By AHI

PROPOSED MAIN FLOOR PLAN

A2

FINAL SITE PLAN REVIEW



**Ganther Construction
Architecture, Inc.**
4825 County Road A
Oshkosh, Wisconsin 54901
tel. 920.426.4774 fax
920.426.4788 www.ganther.com

© 2023 GANTHER CONSTRUCTION | ARCHITECTURE, INC. ALL RIGHTS RESERVED. THIS DESIGN AND THESE DRAWINGS ARE THE EXCLUSIVE PROPERTY OF GANTHER. THESE DRAWINGS, IN PART OR IN WHOLE, ARE NOT TO BE REPRODUCED, CHANGED, COPIED OR ASSIGNED TO ANY THIRD PARTY IN ANY FORM OR MANNER WITHOUT FIRST OBTAINING THE EXPRESSED WRITTEN PERMISSION FROM GANTHER CONSTRUCTION / ARCHITECTURE, INC. PARTY OR PARTIES POSSESSING THESE DRAWINGS, WHETHER IN PAPER OR ELECTRONIC DATA FORMAT, AGREE TO INDEMNIFY AND HOLD GANTHER HARMLESS FROM ANY DAMAGES, LIABILITY OR COST INCLUDING ATTORNEY'S FEES AND COSTS OF DEFENSE ARISING FROM ANY CHANGES OR ALTERATIONS MADE BY ANYONE OTHER THAN GANTHER CONSTRUCTION | ARCHITECTURE, INC. OR FROM ANY REUSE OF THE DRAWINGS OR DATA WITHOUT THE PRIOR WRITTEN CONSENT FROM GANTHER CONSTRUCTION | ARCHITECTURE, INC.

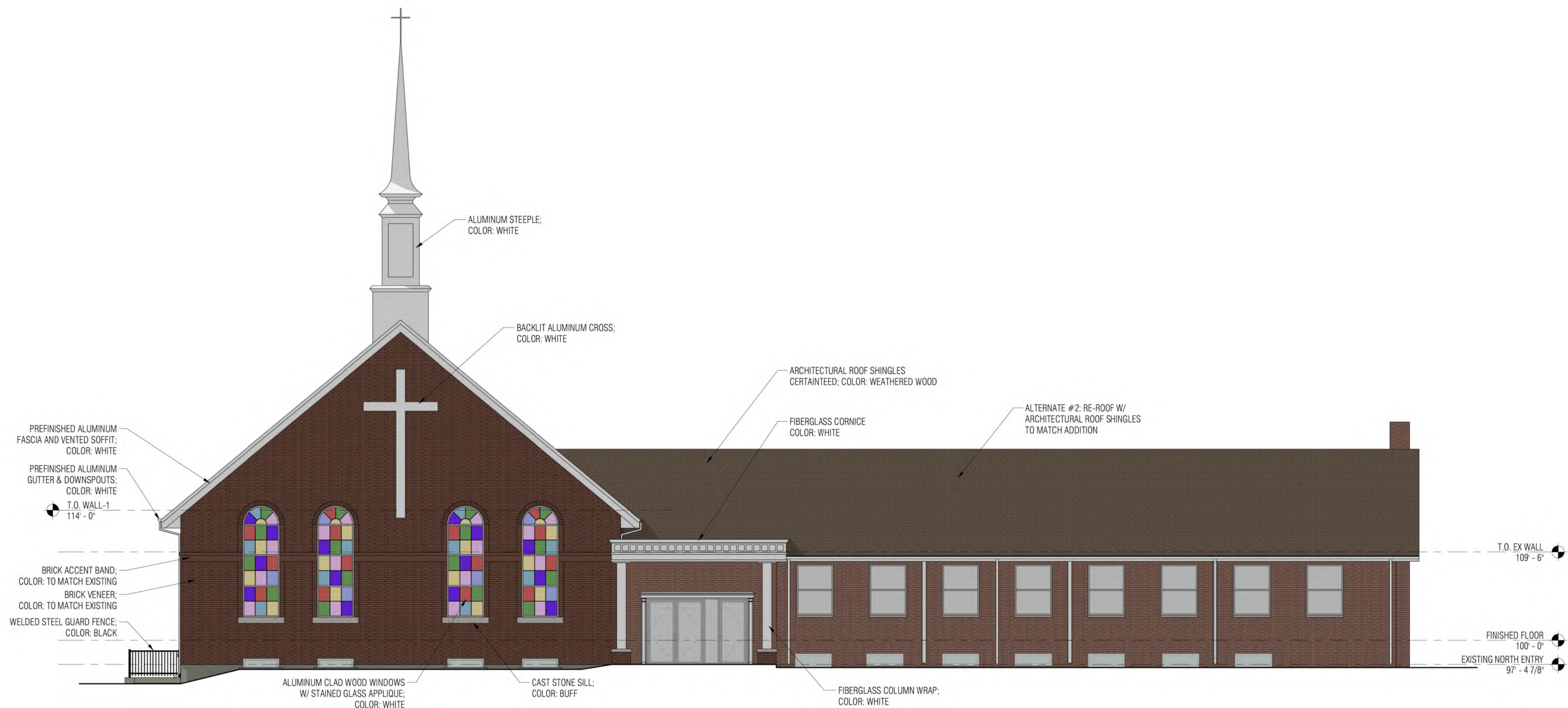
PROPOSED PROJECT FOR:
GRACE BAPTIST CHURCH
280 E. LINCOLN STREET, BIRMINGHAM, MI 48009

REVISIONS	
#	DATE

Project Number 24-1037
Date 3/5/2025
Drawn By JJR
Checked By AHI

EXTERIOR ELEVATIONS

A4



EXTERIOR NORTH ELEVATION

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



EXTERIOR SOUTH ELEVATION

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



Ganther Construction
Architecture, Inc.

4825 County Road A
Oshkosh, Wisconsin 54901
tel. 920.426.4774 fax
920.426.4788 www.ganther.com

© 2023 GANTHER CONSTRUCTION | ARCHITECTURE, INC. ALL RIGHTS RESERVED. THIS DESIGN AND THESE DRAWINGS ARE THE EXCLUSIVE PROPERTY OF GANTHER. THESE DRAWINGS, IN PART OR IN WHOLE, ARE NOT TO BE REPRODUCED, CHANGED, COPIED OR ASSIGNED TO ANY THIRD PARTY IN ANY FORM OR MANNER WITHOUT FIRST OBTAINING THE EXPRESSED WRITTEN PERMISSION FROM GANTHER CONSTRUCTION / ARCHITECTURE, INC. PARTY OR PARTIES POSSESSING THESE DRAWINGS, WHETHER IN PAPER OR ELECTRONIC DATA FORMAT, AGREE TO INDEMNIFY AND HOLD GANTHER HARMLESS FROM ANY DAMAGES, LIABILITY OR COST INCLUDING ATTORNEY'S FEES AND COSTS OF DEFENSE ARISING FROM ANY CHANGES OR ALTERATIONS MADE BY ANYONE OTHER THAN GANTHER CONSTRUCTION | ARCHITECTURE, INC. OR FROM ANY REUSE OF THE DRAWINGS OR DATA WITHOUT THE PRIOR WRITTEN CONSENT FROM GANTHER CONSTRUCTION | ARCHITECTURE, INC.

PROPOSED PROJECT FOR:

GRACE BAPTIST CHURCH

280 E. LINCOLN STREET, BIRMINGHAM, MI 48009

REVISIONS

#	DATE

Project Number 24-1037

Date 3/5/2025

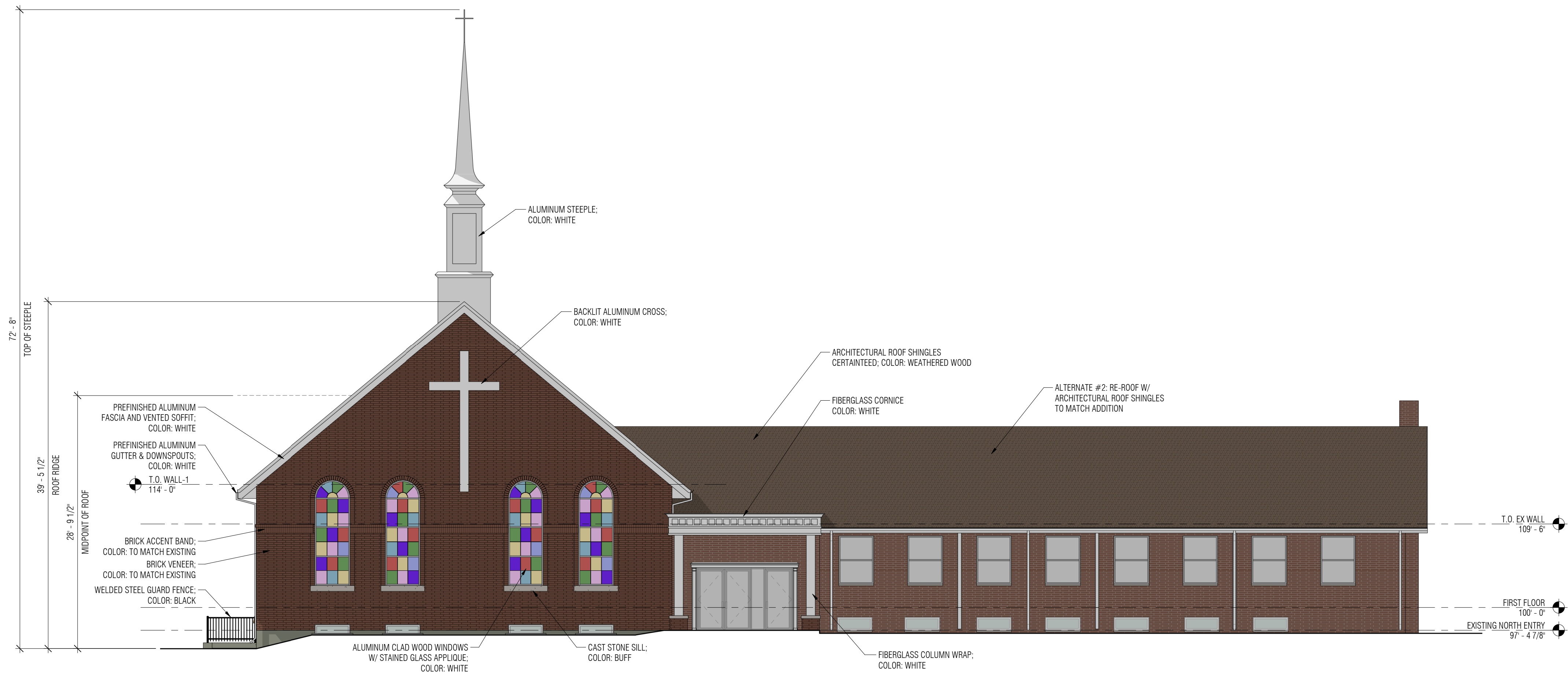
Drawn By JJR

Checked By AHI

EXTERIOR ELEVATIONS

A3

FINAL SITE PLAN REVIEW



EXTERIOR NORTH ELEVATION

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



EXTERIOR SOUTH ELEVATION

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



**Ganther Construction
Architecture, Inc.**

4825 County Road A
Oshkosh, Wisconsin 54901
tel. 920.426.4774 fax
920.426.4788 www.ganther.com

© 2023 GANTHER CONSTRUCTION | ARCHITECTURE, INC. ALL RIGHTS RESERVED. THIS DESIGN AND THESE DRAWINGS ARE THE EXCLUSIVE PROPERTY OF GANTHER. THESE DRAWINGS, IN PART OR IN WHOLE, ARE NOT TO BE REPRODUCED, CHANGED, COPIED OR ASSIGNED TO ANY THIRD PARTY IN ANY FORM OR MANNER WITHOUT FIRST OBTAINING THE EXPRESSED WRITTEN PERMISSION FROM GANTHER CONSTRUCTION | ARCHITECTURE, INC. PARTIES POSSESSING THESE DRAWINGS, WHETHER IN PAPER OR ELECTRONIC DATA FORMAT, AGREE TO INDEMNIFY AND HOLD GANTHER HARMLESS FROM ANY DAMAGES, LIABILITY OR COST INCLUDING ATTORNEY'S FEES AND COSTS OF DEFENSE ARISING FROM ANY CHANGES OR ALTERATIONS MADE BY ANYONE OTHER THAN GANTHER CONSTRUCTION | ARCHITECTURE, INC. OR FROM ANY REUSE OF THE DRAWINGS OR DATA WITHOUT THE PRIOR WRITTEN CONSENT FROM GANTHER CONSTRUCTION | ARCHITECTURE, INC.

PROPOSED PROJECT FOR:

GRACE BAPTIST CHURCH

280 E. LINCOLN STREET, BIRMINGHAM, MI 48009

REVISIONS

#	DATE	

Project Number 24-1037

Date 3/5/2025

Drawn By JJR

Checked By AHI

EXTERIOR ELEVATIONS

A3

PRELIMINARY - NOT FOR CONSTRUCTION

CITY OF BIRMINGHAM
Community Development – Building Department
151 Martin Street, Birmingham, MI 48009

March 18, 2025

RE: Final Site Plan Review Comments
280 E Lincoln, Grace Baptist Church Building Addition

As requested, the Building Department has examined the plans for the proposed project referenced above. The plans were provided to the Planning Department for site plan review purposes only and present conceptual elevations and floor plans. Although the plans lack sufficient detail to perform a code review, the following comments are offered for Planning Design Review purposes and applicant consideration:

Applicable Building Codes:

- **2015 Michigan Building Code.** Applies to all buildings other than those regulated by the *Michigan Residential Code*.
- **2021 Michigan Mechanical Code.** (Residential requirements for mechanical construction in all detached one and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with a separate means of egress and their accessory structures are contained in the Michigan Residential Code)
- **2021 Michigan Plumbing Code.** (Residential requirements for plumbing construction in all detached one and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with a separate means of egress and their accessory structures are contained in the Michigan Residential Code)
- **2023 National Electrical Code *along with the Michigan Part 8 Rules*.** (Residential requirements for electrical construction in all detached one and two-family dwellings and multiple single-family dwellings (townhouses) not more than three stories in height with a separate means of egress and their accessory structures are contained in the Michigan Residential Code)

Review Comments:

1. Provide detail egress route of the existing lower level classrooms.
2. Appears that a fire suppression system will be required.
3. Exterior exit stairway needs to be protected in accordance with the outdoor conditions per section 1011.7.2
4. Exterior exit stairway shall have the minimum fire separation distance from the property line along Edgewood per section 1027.5



CITY OF BIRMINGHAM FIRE DEPARTMENT

572 SOUTH ADAMS • BIRMINGHAM, MICHIGAN 48009 • 248.530.1900 FAX 248.530.1950

Site Plan Comments for

Grace Baptist Church located at 280 East Lincoln

At the request of the Planning Department, the following comments are submitted by the Birmingham Fire Department. An official plan review shall be conducted for this project.

1. FOLLOW INTERNATIONAL FIRE CODE 2024 ED., REFERENCE ON SUBMITTED PLANS.
2. KNOX PAD LOCKS REQUIRED ON CONSTRUCTION FENCING ACCESS GATES
3. FOLLOW CHAPTER 33 OF IFC 24' ED. "FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION"
4. KNOX POWER SHUTDOWN DEVICE REQUIREMENTS (REVIEW ORDINANCE SPECS. FOR REQUIREMENTS).
5. KNOX BOX INSTALATION FOR THE BUILDING
6. SPRINKLER SYSTEM (AS REQUIRED) – SUBMIT PLANS TO AHJ FOR REVIEW AND APPROVAL.
7. ALARM PLANS (AS REQUIRED) – SUBMIT PLANS TO AHJ FOR REVIEW AND APPROVAL.
8. MEANS OF EGRESS REQUIREMENTS
9. FDC – HYDRANT REQUIREMENTS
10. BI-DIRECTIONAL REQUIREMENTS COMMENTS (MAY BE REQUIRED-WILL BE ASSESSED TOWARD THE END OF CONSTRUCTION PHASE)

All site comments are subject to submitted plans. Please feel free to contact Fire Marshal with any questions or concerns.

Respectfully,

Jeff Scaife,

Fire Marshal



MEMORANDUM

Engineering

DATE: March 20, 2025

TO: Leah Blizinski, City Planner

FROM: Melissa A. Coatta, City Engineer

SUBJECT: Final Site Plan Review – 280 E. Lincoln (Grace Baptist Church)

The Engineering Department has completed a review of the Preliminary Site Plan, with respect to conformance with City ordinances and engineering standards, and has the following comments:

STORM WATER RUNOFF:

- For the proposed site development, it has been determined that the proposed construction site on is considered the "affected area" with respect to City's Storm Water Runoff Ordinance (Chapter 114, Article III, Division 4, Sec 114-271 to 114-274). Since the property is greater than 0.50 acres, storm water management is required and needs to meet Oakland County Standard for Post-Construction Storm Water Runoff (adopted by City Commission on May 20, 2024)
- A stormwater management operations and maintenance agreement will be required.
- Provide calculations for required storm water management, and show how the excess storm water will be detained and released at the allowable discharge rate.
- Currently the proposed grades show the stormwater from the parking lot discharge to Edgewood's right of way. The stormwater runoff needs be collected onsite.

PERMITS FOR CONSTRUCTION:

- Right-of-Way Permit for any excavations of work in Edgewood right-of-way.
- Street Obstruction Permit for any temporary traffic interference on any surrounding road, or for pedestrian traffic interference on public sidewalks.
- Sidewalk/Drive Approach Permit for any pavement installed in the public right-of-way.

GENERAL CONSTRUCTION:

- A pre-construction with the engineering department will be required prior to starting any work outside of the building.
- Inspections will be required for sidewalk preparation and concrete placement.

- As-built plans for grading and utilities need to be submitted and approved by the Engineering Department.

Please note these are our initial comments and the City should be provided an opportunity to review engineered drawings prior to final submission. Engineering comments could impact design requirements.



MEMORANDUM

Department of Public Services

DATE: March 19, 2025

TO: Leah Blizinski, City Planner

FROM: Brendan McGaughey, Forestry and Environment Foreman

SUBJECT: DPS SLUP, Final Site Plan and Design Review – 280 E. Lincoln

The Department of Public Services has completed a review of Grace Baptist Church at 280 E. Lincoln SLUP, Final Site Plan and Design review dated March 5, 2025, with respect to conformance with City ordinances and the Birmingham Tree Manual and Standards of Practice. Our comments are as follows:

General Comments:

- Tree protection must be indicated and present on City trees in ROW, which is to remain throughout construction.
- Any proposed nearby digging or excavation must be at least 6' away from the base of the trees.

Forestry comments on E. Lincoln:

- City tree #4624, a 6" DBH American Elm 'Princeton' tree needs to be identified, protected and preserved throughout construction, bringing total existing City trees to 6.
- Hardscape, accessible ramps, and line-of-sight concerns for exiting vehicles and pedestrians exist on E. Lincoln. DPS recommends all plantings to occur on Edgewood to satisfy street tree requirements.

Proposed forestry on Edgewood:

- A tree permit will be required for planting (5) City trees on Edgewood. 2x 3-3.5" DBH Sweetgum 'Slender Silhouette' to be placed in easement adjacent to proposed addition. 3x 3-3.5" DBH Kentucky Coffeetree 'Morton' or 'Skinny Latte' in easements adjacent to parking lots. Exact locations attached for reference. Trees, species and distances should be shown on revised site plan and planted following the majority of construction activities.



Leah Blizinski <lblizinski@bhamgov.org>

Review Requested - 280 E. Lincoln - Grace Baptist

Scott Grewe <Sgrewe@bhamgov.org>
To: Leah Blizinski <lblizinski@bhamgov.org>

Tue, Mar 11, 2025 at 1:34 PM

No concerns.

[Quoted text hidden]

--

Scott A. Grewe
Chief of Police
Birmingham Police Department
[151 Martin St.](#)
[Birmingham, MI. 48009](#)
Dispatch: (248) 644-3405
Office: (248) 530-1867



Important Note to Residents

Let's connect! Join the Citywide Email System to receive important City updates and critical information specific to your neighborhood at www.bhamgov.org/citywideemail.



Leah Blizinski <lblizinski@bhamgov.org>

Review Requested - 280 E. Lincoln - Grace Baptist

Aaron Ford <aford@bhamgov.org>
To: Leah Blizinski <lblizinski@bhamgov.org>

Tue, Mar 11, 2025 at 3:03 PM

Good with Parking.



Aaron Ford

Parking Systems Manager

[City of Birmingham](#)

[151 Martin Street](#), Birmingham, MI 48009

(248) 530-1257 Office Direct

www.bhamgov.org

Let's connect! Join the [Citywide Email System](#) to receive important updates and critical information specific to your neighborhood

On Tue, Mar 11, 2025 at 12:19 PM Leah Blizinski <lblizinski@bhamgov.org> wrote:
[Quoted text hidden]



MEMORANDUM

Planning Department

DATE: March 26, 2025

TO: Planning Board Members

FROM: Nick Dupuis, Planning Director

SUBJECT: 479 S. Old Woodward – Final Site Plan & Design Review

The subject site, 479 S. Old Woodward, is located at the south end of Downtown Birmingham in the B3 (Office-Residential) and D4 (Downtown Overlay) zoning districts. The site is currently under construction and is slated to be completed in 2026. The site is directly adjacent to the existing Birmingham Place mixed-use building to the north, and is across Hazel Street from the 555 mixed-use building to the south.

On June 24, 2020 ([Agenda](#) – [Minutes](#)), the Planning Board accepted the Community Impact Study and approved the Preliminary Site Plan for a new five story mixed-use building.

On September 23, 2020 ([Agenda](#) – [Minutes](#)), the applicant obtained Final Site Plan & Design Review approval from the Planning Board. The approved plans had 50 residential units, two levels of underground parking for residents, and ground level parking for ground level retailers for a total of 84 parking spaces on-site. During the hearing, the applicant indicated they would be applying to be within the Parking Assessment District. The subject property has since been denied such admittance. It was determined that all assessments for public parking structures have been paid and a retroactive fee may not be assessed given the City's 20-year timeline expiration from the initial assessment.

On January 12, 2021 ([Agenda](#) – [Minutes](#)), the applicant obtained a variance to allow 7 parking spaces within 20 feet of the ground level building frontage along Hazel Street and to have two loading spaces less than 40 feet long (35 feet) facing Woodward Avenue.

On August 25, 2021 ([Agenda](#) – [Minutes](#)), the Planning Board approved a request for a Final Site Plan extension.

On September 28, 2022 ([Agenda](#) – [Minutes](#)), the applicant appeared before the Planning Board for a revised Final Site Plan. The applicant indicated they could not construct two levels of

underground parking and revised the site plan to include one level of underground parking and no ground level parking. The revised plans were 74 parking spaces short of the Zoning Ordinance requirement. The Planning Board moved to deny the Final Site Plan by a vote of 4-2.

On November 8, 2022 ([Agenda](#) – [Minutes](#)), the applicant appeared before the Board of Zoning Appeals to request a variance of 74 parking spaces, claiming that they could not structurally provide two levels of underground parking. The applicant's request was denied by a vote of 6-1.

On September 28, 2022 ([Agenda](#) – [Minutes](#)), the applicant appeared before the Planning Board for an ordinance amendment to allow parking requirements of the D4 Overlay zoned properties outside of the former parking assessment districts to be waived through a SLUP. The applicant claimed they could not provide two levels of underground parking to accommodate required off-street parking, and therefore needed a waiver of requirements. The Planning Board recommended approval of the ordinance amendment to the City Commission by a vote of 4-2.

On December 5, 2022 ([Agenda](#) – [Minutes](#)), the applicant appeared before the City Commission for their ordinance amendment to allow parking requirements of D4 Overlay zoned properties outside of the former parking assessment districts to be waived through a SLUP. The City Commission approved the ordinance amendment by a vote of 5-2. Therefore, it is now possible for the applicant to have parking requirements waived by City Commission through the provisions of a SLUP.

On January 25, 2023 ([Agenda](#) – [Minutes](#)), the applicant appeared before the Planning Board for Final Site Plan & SLUP review to request a waiver of 58 parking spaces. The proposed site plan and SLUP included ground level retail and restaurant, office on the second floor, and residential uses on floors three, four, and five. The site plan had one level of underground parking with 37 parking spaces, creating a shortage of 58 spaces. The Planning Board moved to postpone the hearing and requested that the applicant amend the site plans to support a less intensive use and reduce the shortage of parking.

On March 22, 2023 ([Agenda](#) – [Minutes](#)), the Planning Board moved to approve the Final Site Plan and Design Review for a modified site plan that contained retail and restaurant on the first floor, office on the second and third floor, and residential uses on the fourth and fifth floor. In addition, the site plans contained two levels of underground parking that would accommodate 64 spaces with ground level parking containing 12 spaces with 11 lifts, totaling 87 spaces for the site.

On May 9, 2023 ([Agenda](#) – [Minutes](#)), the Board of Zoning Appeals moved to grant a variance of 11 off-street parking spaces. The BZA also tied the variance to the plans.

At this time, the applicant has submitted a Final Site Plan and Design Review application request to modify the approved floor plans. The proposed floor plans would contain commercial/retail uses on floors 1 and 2, office on floors 3 and 4, and residential on the 5th floor. No other changes would occur to the façade or general site. However, due to the change in floor plans, the required on-site parking has changed considerably. As a part of this site plan review, the applicant has submitted a petition to utilize parking spaces in the existing Birmingham Place building to the north. A detailed parking analysis is provided in the relevant section below.

1.0 Land Use and Zoning

- 1.1 Existing Land Use – The existing land use is commercial.
- 1.2 Zoning – The subject site exists within the B3 (Office-Residential) and D4 (Downtown Overlay) Zoning Districts.
- 1.3 Summary of Adjacent Land Use and Zoning – The following chart summarizes existing land use and zoning classifications of the adjacent and/or nearby properties:

	North	South	East	West
Existing Land Use	Mixed-Use	Mixed-Use	Commercial	Commercial
Existing Zoning District	B3 (Office-Residential)	B3 (Office-Residential)	B2 (General Business)	B2B (General Business)
Overlay Zoning District	D5	D5	MU5	D2

2.0 Setback, Bulk and Height Requirements

There are **no changes** proposed to the setback, bulk, or height of the building.

3.0 Screening and Landscaping

- 3.1 Dumpster Screening – There are **no changes** proposed to the dumpster conditions on site.
- 3.2 Parking Lot Screening – There are **no changes** proposed to the on-site parking facilities.
- 3.3 Mechanical Equipment Screening – There are **no changes** proposed to the mechanical equipment on site.
- 3.4 Landscaping – There are **no changes** proposed to the landscaping on site.
- 3.5 Streetscape – There are **no changes** proposed to any proposed streetscape elements on site. The Planning Department maintains that the applicant coordinates with City staff to provide the required city standard streetscape elements including street trees, tree grates, street lights, benches and bike racks

4.0 Parking, Loading and Circulation

- 4.1 Parking – The subject site contains a mix of commercial and residential uses that has shifted around a great deal during the different iterations of site plans that have been submitted to the City. The current proposal now contains commercial

uses on floors 1-4 and residential units on the 5th floor, which is a departure from the previously approved plans that contained commercial/office uses on floors 1-3 and residential units on the 4th and 5th floors. Overall, the proposed mix of uses is permitted with one important caveat – office use in the D4 zoning district is limited to a maximum of 2 stories when the Planning Board permits a 5th story:

[Article 3, Section 3.04 \(C\)\(9\)](#) – “Office use is limited to one story, except:

- a. In any D3 Zone or D4 Zone, a two-story building dedicated to office use is permissible; and
- b. In a D4 Zone, two stories may be dedicated to office use when the Planning Board permits a fifth story.”

The Planning Department has discussed this provision extensively with the applicant and suggests that the Planning Board require the applicant confirm that they understand the provision above and that the building may only contain two floors of office use at any time.

Similar to previously approved plans, the off-street parking facility for the site is spread across three levels: ground level parking (21 spaces, 10 of which contain lifts that double the capacity), and two underground levels (67 spaces) for a total of 88 off-street parking spaces provided.

[Article 3, section 3.04\(D\)\(5\)](#) states that off-street parking contained in the first story shall not be permitted within 20 feet of any building facade on a frontage line or between the building facade and the frontage line. In January of 2021, the applicant obtained a dimensional variance of 20 feet for the proposed parking spaces along the Hazel Street frontage. Given that a substantial change to the site plan’s location of ground level parking has not been made, the variance still stands.

The Planning Department would like to note that [Article 4, section 4.50\(D\)](#) of the Zoning Ordinance allows developments in the B3 Zoning District to reduce their parking when office, restaurant and residential uses are within the same building:

“Office, Residential and Restaurant Parking: Where there is combined within a single building, an office use, a residential use and a commercial restaurant, up to 40% of the parking supplied to meet the requirement for office use may also be used to meet the requirement for residential use and up to 30% of the remaining parking requirement for office use may be used to meet the requirement for the commercial restaurant.”

The Planning Department would also like to note that if the applicant wishes to count on-street parking spaces in their parking requirements, they must obtain approval from City Commission to do so.

Below is the parking breakdown for off-street parking requirements from [Article 4, Section 4.46 \(Table A\)](#) of the Zoning Ordinance for the proposed site plan amendment:

479 S. OLD WOODWARD – BIRMINGHAM TOWER			
TABLE A REQUIREMENTS			
Retail/Commercial	1 per 300 sq. ft.	20,906 sq. ft.	70 spaces
Lobby	1 per 550 sq. ft.	526 sq. ft.	1 spaces
Office	1 per 300 sq. ft.	31,695 sq. ft.	106 spaces
Restaurant	1 per 75 sq. ft.	1,047 sq. ft.	14 spaces
Residential	1 per 2 or less rooms	1 units	1 spaces
Residential	1.25 per 3 or more rooms	5 units	6 spaces
<i>TOTAL</i>	-	-	198
MIXED USE PARKING REDUCTIONS FOR B3 ZONE			
Office & Residential	40% reduction of office spaces	106 spaces	-42 spaces
Office, Restaurant & Residential	30% reduction of remaining office spaces	64 spaces	-19 spaces
TOTALS			
Total Required	-	-	137 spaces
Provided On-Site	-	-	88 spaces
On-Street*	-	-	2 spaces
Difference	-	-	-49 spaces
With On-Street*			-47 spaces
*Requires City Commission Approval			

The applicant is required to provide a total of 137 off-street parking spaces for the proposed development. The applicant is proposing 88 parking spaces on-site, therefore creating a shortage of 49 parking spaces.

In addition to the other variances received, the applicant also obtained a variance for 11 parking spaces in 2023, which brought them into conformance with the Zoning Ordinance. Due to the substantial increase in deficient spaces, the variance would no longer apply to this property as a part of this site plan.

At this time, the applicant is seeking to utilize a provision in [Article 4, Section 4.45 \(G\)\(3\)](#) of the Zoning Ordinance which states that the required off-street parking for buildings used for other than residential purposes may be provided by the following method:

“By the collective provisions of the required off-street parking for 2 or more buildings or uses, provided that the total of such off-street parking areas shall not be less than the sum of the requirements of the various buildings or uses computed separately, and the location of such area meets the requirements of subsection (2) of this section, except as provided in Section 4.45(G)(4) below.”

The excess parking that the applicant is proposing to utilize is located at 411 S. Old Woodward within the site of the existing Birmingham Place Development. As suggested in the documentation submitted by the applicant, there may be excess available off-street parking that could be considered. However, a Planning Department analysis of the Birmingham Place is provided below, which is slightly different than the material submitted by the applicant and suggests that there is likely not enough excess to cover the entire sum:

411 S. OLD WOODWARD – BIRMINGHAM PLACE			
TABLE A REQUIREMENTS			
Retail/Commercial	1 per 300 sq. ft.	15,807 sq. ft.	53 spaces
Lobby	1 per 550 sq. ft.	-	-
Office	1 per 300 sq. ft.	93,124 sq. ft.	310 spaces
Residential	1 per 2 or less rooms	72 units	72 spaces
Residential	1.25 per 3 or more rooms	70 units	88 spaces
<i>TOTAL</i>	-	-	523
MIXED USE PARKING REDUCTIONS FOR B3 ZONE			
Office & Residential	40% reduction of office spaces	310 spaces	- 124 spaces
TOTALS			
Total Required	-	-	399 spaces
Provided On-Site	-	-	423 spaces
On-Street*	-	-	15 spaces
Difference	-	-	24 spaces
With On-Street*			39 spaces*

Should the Planning Board find that the collective provisions for required parking between 479 S. Old Woodward and 411 S. Old Woodward be suitable, the Planning Board may approve the site plan with a condition that this arrangement be maintained or recorded through some written legal evidence in the form of deeds, leases or contracts that establish the shared parking.

Finally, as a matter of record, the applicant has previously pursued a Special Land Use Permit (SLUP) for the subject site in order to request that City Commission waive the required parking spaces. Such a waiver is enabled by [Article 3, Section 3.04\(D\)\(3\)\(a\)](#) stating the following:

“For all nonresidential uses in the D4 Zone located outside of the former parking assessment district, the off-street parking requirements of Article 4 may be reduced or eliminated under the provisions of a Special Land Use Permit.”

The applicant has indicated that pursuing a waiver of required parking spaces from City Commission through a SLUP is not their preference at this time.

In summary, the applicant’s proposed site plan is short 49 off-street parking spaces. In order to resolve the parking shortage, the applicant has suggested that they wish to seek approval from the Planning Board to utilize the provision in Article 4, Section 4.45 (G)(3) of the Zoning Ordinance to provide the required off-street parking at the Birmingham Place development to the north. The Birmingham Place has 24 excess spaces, which would reduce the off-street parking deficiency to 25.

Should the Planning Board determine that this is not an appropriate application of the above provision, the applicant would be required to either (1) revise the site plans to provide 137 off-street parking spaces, (2) seek a Special Land Use Permit and associated waiver for 49 off-street parking spaces or (3) obtain a variance of 49 off-street parking spaces from the Board of Zoning Appeals.

In addition, because the Birmingham Place does not have sufficient excess parking, the applicant could petition the City Commission to permit the applicant to count a total of 17 off-street parking spaces (15 at the Birmingham Place and 2 at the subject site) in the Old Woodward and Woodward right-of-way to be counted towards the off-street parking requirements of the two sites respectively. This would reduce the parking deficiency to 8.

- 4.2 Loading – There are **no changes** proposed to the loading conditions on site. The applicant obtained a variance for two loading spaces less than 40 feet in length in 2021 thereby satisfying the loading requirements. Given that a substantial change to the site plan’s location and/or size of off-street loading facilities has not been made, the variance still stands.

4.3 Vehicular Circulation and Access – There are **no changes** proposed to vehicular access to the site. Vehicles will enter the facility via a single curb cut on Hazel, which will provide them access to the ground level and/or lower level parking facilities.

4.4 Pedestrian Circulation and Access – There are **no changes** proposed to pedestrian circulation or access to the site.

5.0 Lighting

There are **no changes** proposed to the lighting conditions on site.

6.0 Design Review

There are **no changes** proposed to the building façade or other design elements on site.

However, it is unclear with the change at the 4th level whether or not the approved balconies will remain as an amenity for the office user, or if they will be removed from the plan. Generally, **the Planning Board should require the applicant to confirm that no changes are being made to the exterior of the building as a part of this proposal.**

7.0 Required Attachments

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

8.0 Approval Criteria

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

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

- The building is being built in accordance with the Zoning Ordinance, which permits zero lot line development. Thus, there is no required open space or landscaping for this development. However, the building fronts three streets and contains glazing and/or balconies for its users. In addition, the building contains a rooftop amenity for the residential tenants that may be used as open space for recreating.
- (2) *The location, size and height of the building, walls and fences shall be such that there will be no interference with adequate light, air and access to adjacent lands and buildings.*
- The location, size and height of the building conforms with the standards of the Zoning Ordinance and provides neighboring buildings with access to adequate light.
- (3) *The location, size and height of the building, walls and fences shall be such that they will not hinder the reasonable development of adjoining property nor diminish the value thereof.*
- The proposed development will not hinder the reasonable development of adjoining property and should increase the value thereof.
- (4) *The site plan, and its relation to streets, driveways and sidewalks, shall be such as to not interfere with or be hazardous to vehicular and pedestrian traffic.*
- The site plan contains a single curb cut for vehicular access along Hazel, which is preferred over Old Woodward and Woodward which would create more hazardous conditions. Pedestrians have access to clear and obvious entry points to the building and adequate space to circulate around the building.
- (5) *The proposed development will be compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of this chapter.*
- This development will remain compatible with other uses and buildings in the neighborhood and will not be contrary to the spirit and purpose of this chapter. However, the parking deficiency on the site would be considered incompatible and may be detrimental to the surrounding neighborhood.
- (6) *The location, shape and size of required landscaped open space is such as to provide adequate open space for the benefit of the inhabitants of the building and the surrounding neighborhood.*
- This property is not required to provide landscaped open space.

9.0 Recommendation

Based on a review of the site plan submitted and the approval criteria of Article 7, Section 7.27, the Planning Department recommends that the Planning Board **POSTPONE** the Final Site Plan & Design Review application for 479 S. Old Woodward – Birmingham Tower – to permit the applicant time to explore other options to remedy the parking deficiencies on site. At this time, there are several outstanding issues related to the site plan:

1. The building may not contain more than 2 floors of office at any time per the requirements of Article 3, Section 3.04 (C)(9) of the Zoning Ordinance;
2. The applicant understands that any changes to the building façade or design must be approved by the Planning Department or Planning Board;
3. The applicant must submit clear written legal evidence in the form of deeds, leases or contracts that establish any shared parking with the Birmingham Place development at 411 S. Old Woodward;
4. The applicant would be required to either (1) revise the site plans to provide 137 off-street parking spaces, (2) seek a Special Land Use Permit and associated waiver for 49 off-street parking spaces or (3) obtain a variance of 49 off-street parking spaces from the Board of Zoning Appeals.

10.0 Sample Motion Language for Final Site Plan & Design Review

Motion to **POSTPONE** the Final Site Plan and Design Review for 479 S. Old Woodward – Birmingham Tower – pending receipt of the following:

1. _____
2. _____
3. _____

OR

Motion to adopt the findings of the Planning Department in the report dated March 26, 2025 related to the approval criteria outlined in Article 7, Section 7.27 of the Zoning Ordinance and **APPROVE** the Final Site Plan & Design Review application for 479 S. Old Woodward – Birmingham Tower – subject to the following conditions:

1. The building may not contain more than 2 floors of office at any time per the requirements of Article 3, Section 3.04 (C)(9) of the Zoning Ordinance;
2. The applicant understands that any changes to the building façade or design must be approved by the Planning Department or Planning Board;
3. The applicant must submit clear written legal evidence in the form of deeds, leases or contracts that establish the shared parking with the Birmingham Place development at 411 S. Old Woodward;
4. The applicant must comply with the requests of all City Departments; and
5. The applicant understands that site plan approval shall be valid for a period of one year from the date it is granted. Upon request, the appropriate reviewing body may grant an extension of not in excess of one year to the applicant prior

to the expiration date in accordance with Article 7, Section 7.28 of the Zoning Ordinance.

6. _____
7. _____

OR

Motion to **DENY** the Final Site Plan and Design Review of 479 S. Old Woodward – Birmingham Tower – for the following reasons:

1. _____
2. _____
3. _____

SPACES	AREAS
PARKING	15,149.3 S.F

TOTAL GROSS AREA -PARKING LEVEL 1A	18,167 S.F
---------------------------------------	------------

B

A

BOWERS+ASSOCIATES, INC.

2400 SOUTH HURON PARKWAY

ANN ARBOR, MI 48104

P: 734.975.2400

WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION

BIRMINGHAM TOWERS

MIXED USE

469-479 SOUTH OLD WOODWARD AVE

BIRMINGHAM, MICHIGAN

PROJECT + NUMBER

22-222

ISSUE + DATE

20 JUNE 2023

21 JUNE 2023

22 JUNE 2023

20 JAN 2025

SHEET + TITLE

LOWER LEVEL 1A

FLOOR PLAN

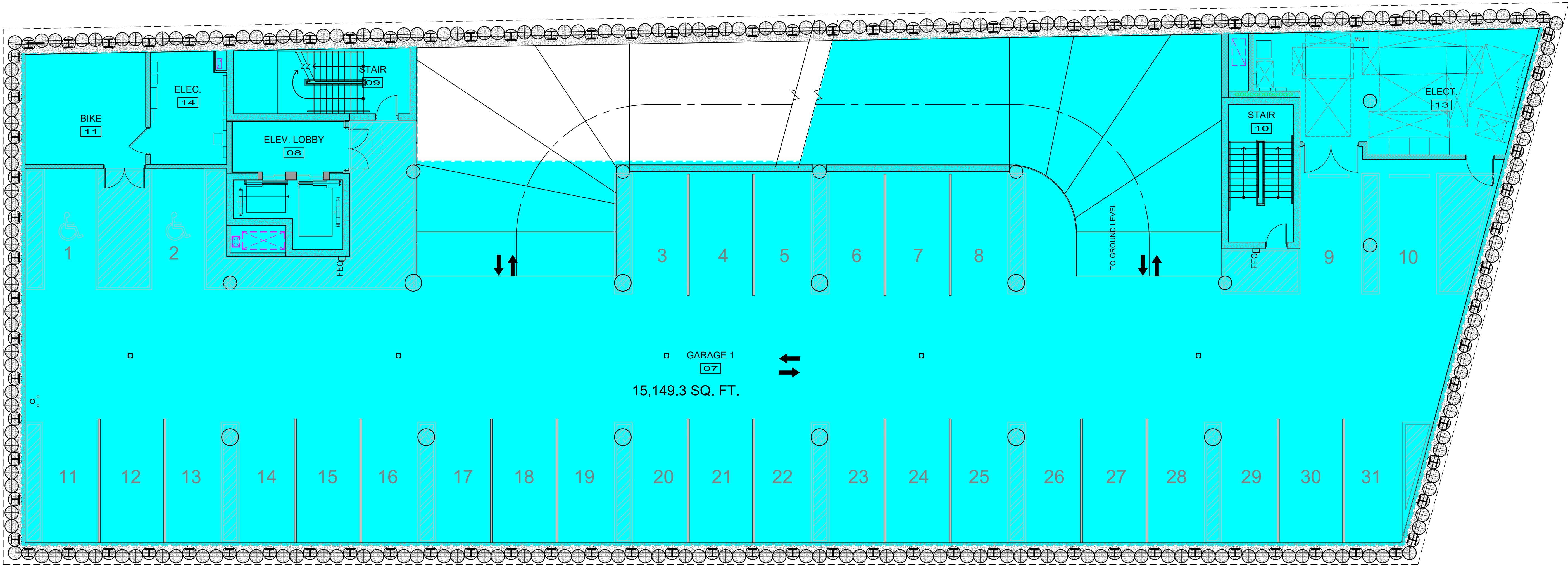
AREA SF

2222G2xx.DWG

SHEET + NUMBER

G-200B

© copyright 2023 Bowers + Associates, Inc.



LOWER LEVEL 1A FLOOR PLAN
NTS



HOWERS + ASSOCIATES, INC.
2400 SOUTH HUNTER PARKWAY
ANN ARBOR, MI 48104
734.761.6000
WWW.HOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION
BIRMINGHAM TOWERS
MIXED USE
400-475 SOUTH OLD WOODWARD AVE
BIRMINGHAM, MICHIGAN

PROJECT + NUMBER

22-222

ISSUE + DATE

20 JUNE 2023
21 JUNE 2023
22 JUNE 2023

SHEET + TITLE

FIRST LEVEL
FLOOR PLAN
AREA SF

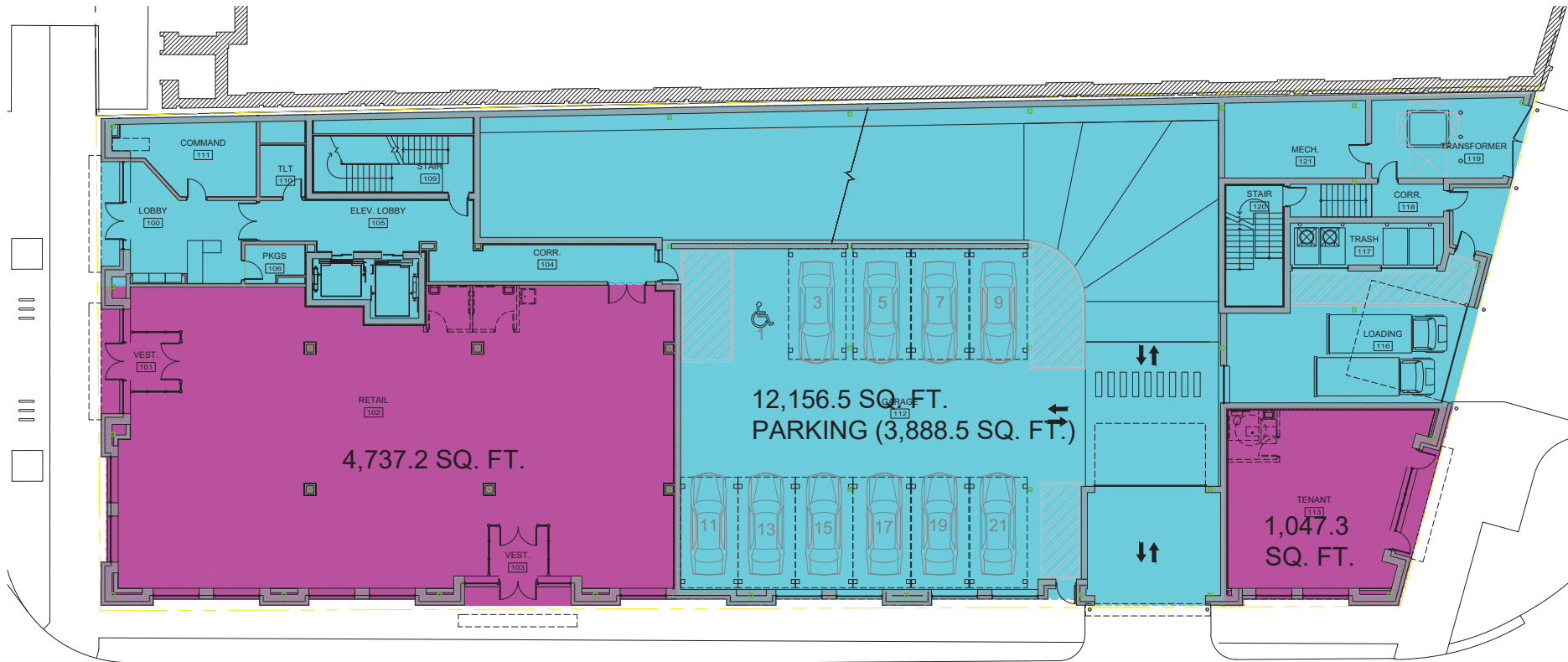
222222.dwg

SHEET + NUMBER

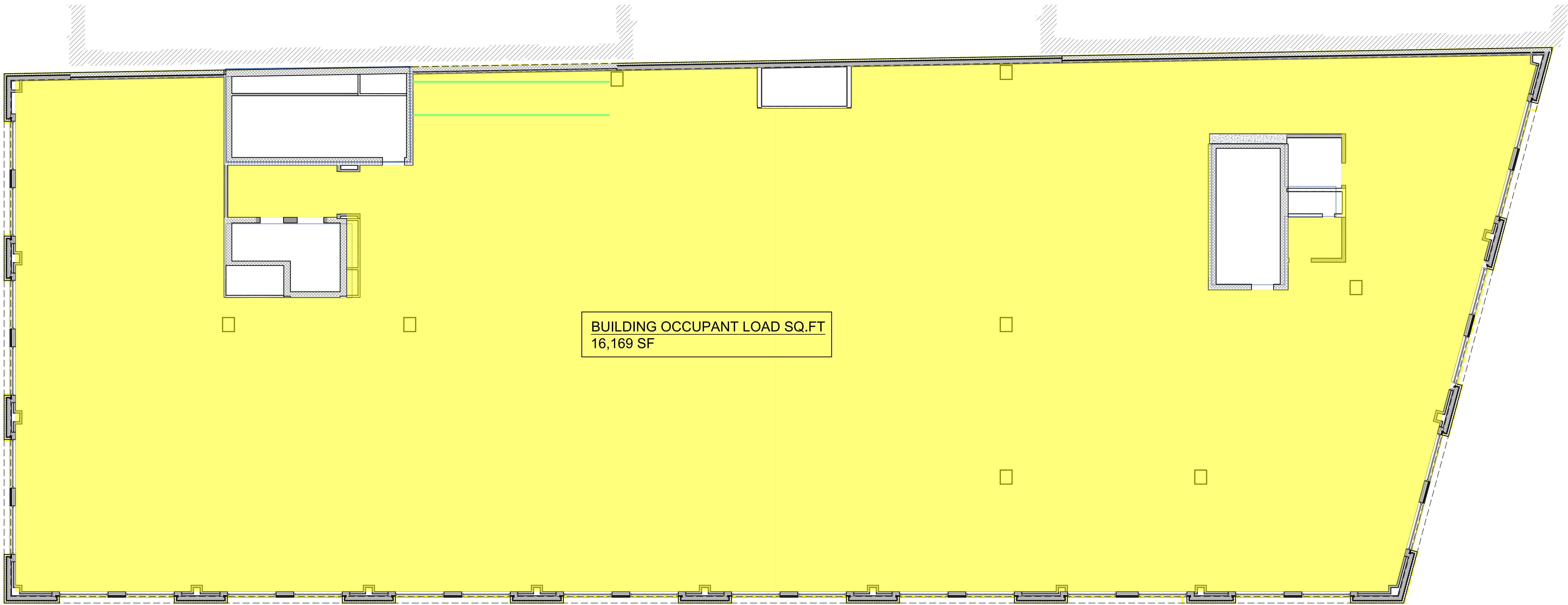
G-201

SPACES	AREAS
COMMON AREA	12,156.5 S.F
RETAIL	5,784.5 S.F

TOTAL GROSS AREA-1ST FLR.	17,941 S.F
------------------------------	------------

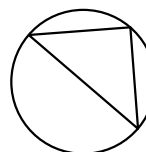


FIRST (GROUND) LEVEL PLAN
NTS



BUILDING
OCCUPANT LOAD
SQ.FT-2ND FLR.

16,169 S.F
B-USE



SECOND LEVEL FLOOR PLAN

NTS



BOWERS+ASSOCIATES, INC.
2400 SOUTH HURON PARKWAY
ANN ARBOR, MI 48104
P: 734.975.5400
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION

BIRMINGHAM TOWERS
MIXED USE
469-479 SOUTH OLD WOODWARD AVE
BIRMINGHAM, MICHIGAN

PROJECT + NUMBER

22-222

ISSUE + DATE

21 MAR 2025

SHEET + TITLE

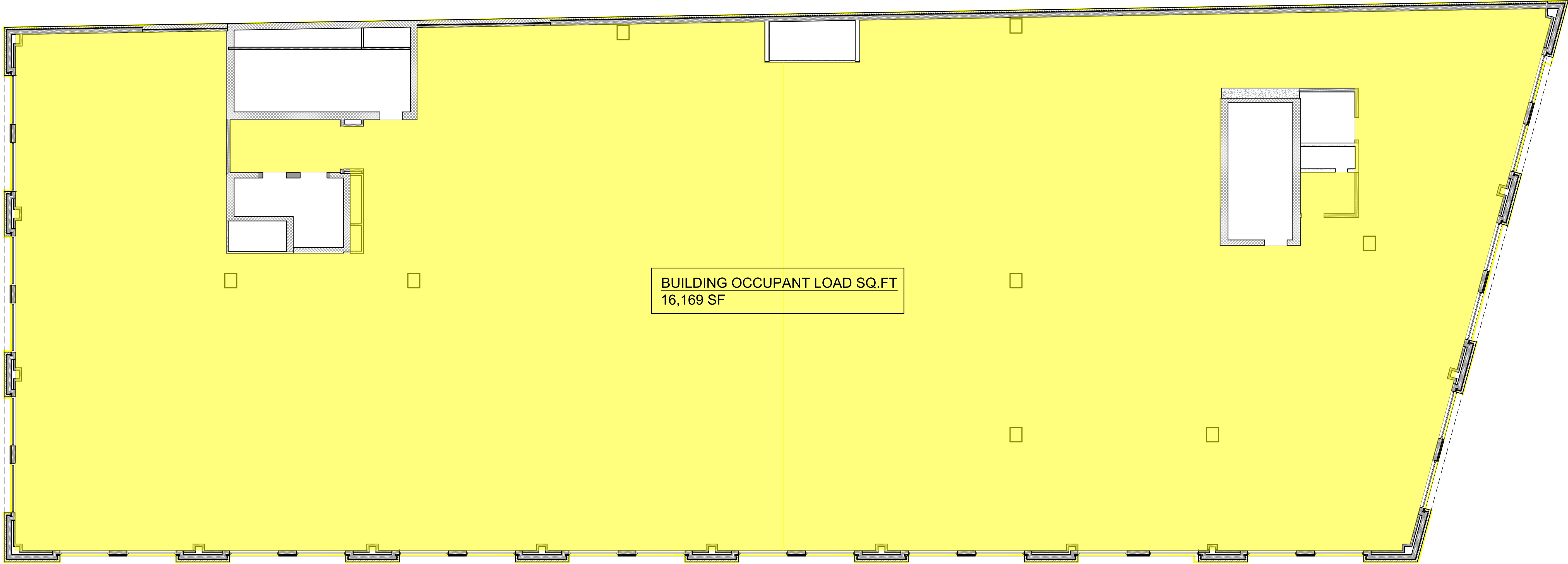
SECOND LEVEL
OCCUPANT LOAD
AREA SF

22222G2xx.DWG

SHEET + NUMBER

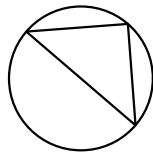
OCC-202

© copyright 2023 Bowers + Associates, Inc.



BUILDING OCCUPANT LOAD SQ.FT-3RD FLR.	16,169 S.F B-USE
---	-------------------------

BUILDING OCCUPANT LOAD SQ.FT
16,169 SF



THIRD LEVEL FLOOR PLAN

NTS



BOWERS+ASSOCIATES, INC.
2400 SOUTH HURON PARKWAY
ANN ARBOR, MI 48104
P: 734.975.5400
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION

BIRMINGHAM TOWERS
MIXED USE
469-479 SOUTH OLD WOODWARD AVE
BIRMINGHAM, MICHIGAN

PROJECT + NUMBER

22-222

ISSUE + DATE

21 MAR 2025

SHEET + TITLE

THIRD LEVEL
OCCUPANT LOAD
AREA SF

22222G2xx.DWG

SHEET + NUMBER

OCC-203

BUILDING OCCUPANT LOAD SQ.FT-4TH FLR.	15,526 S.F B-USE
---	-------------------------

B|A

BOWERS+ASSOCIATES, INC.
2400 SOUTH HURON PARKWAY
ANN ARBOR, MI 48104
P: 734.975.5400
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION

BIRMINGHAM TOWERS
MIXED USE
469-479 SOUTH OLD WOODWARD AVE
BIRMINGHAM, MICHIGAN

PROJECT + NUMBER

22-222

ISSUE + DATE

21 MAR 2025

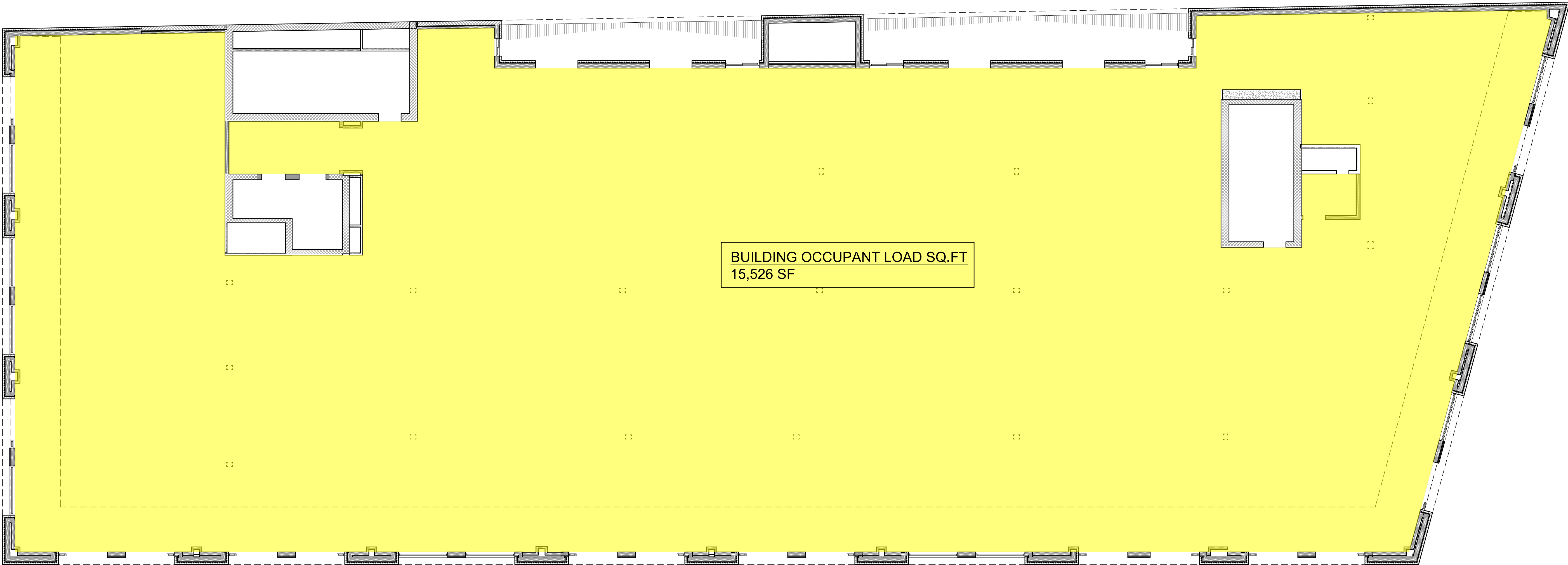
SHEET + TITLE

FOURTH LEVEL
OCCUPANT LOAD
AREA SF

22222G2xx.DWG

SHEET + NUMBER

OCC-204



NTS

FOURTH LEVEL FLOOR PLAN



TOTAL
AREA-5TH FLR.

14,646 S.F

2 BED/2.5 BATH
2,829 S.F.+/-

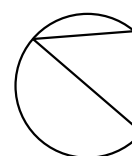
2 BED/3 BATH
1575 S.F.+/-

2 BED/3 BATH
1581 S.F.+/-

3 BED/2.5 BATH
3,021 S.F.+/-

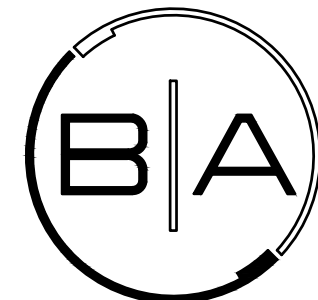
2 BED/3 BATH
1,720 S.F.+/-

1 BED/1 BATH ACC.
793 S.F.+/-



FIFTH LEVEL SCHEMATIC FLOOR PLAN

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



BOWERS+ASSOCIATES, INC.
2400 SOUTH HURON PARKWAY
ANN ARBOR, MI 48104
P. 734.975.5400
WWW.BOWERSARCH.COM

CONSULTANT + NAME

PROJECT + INFORMATION

BIRMINGHAM TOWERS
MIXED USE
469-479 SOUTH OLD WOODWARD AVE
BIRMINGHAM, MICHIGAN

PROJECT + NUMBER

22-222

ISSUE + DATE

10 MAY 2023	CON. REV.
19 JULY 2023	F. PERMIT
8 SEPT 2023	F. PER. REV.
22 SEPT 2023	BANK
02 NOV 2023	PERMIT
20 FEB 2024	B. PER. REV.
16 JULY 2024	BULL. 3
31 OCT 2024	DIMS COL
17 FEB 2025	LEV 5 REV

SHEET + TITLE
FIFTH LEVEL
FLOOR PLAN

22222A1xx.DWG

SHEET + NUMBER

A-105

© copyright 2023 Bowers+Associates, Inc.

124 Peabody

Birmingham

Michigan

48009

CHRISTOPHER J LONGE AIA

ARCHITECTURE

City of Birmingham
c/o Nicholas Dupuis, Planning Director
151 Martin Street
Birmingham, Michigan 48009

February 17, 2025

Re: New Mixed-Use Building
Shared Parking Tabulation/ Use Modification
469 - 479 South Old Woodward
Birmingham, Michigan 48009

Nick;

As we discussed last Wednesday, I am helping Markus Management (Doraid) navigate both the requested Use Modification and resulting need for addition parking – which is to be accomplished through a *Shared Parking Agreement* with the adjacent Birmingham Place Building.

Use Modification

The general composition of the *approved* building, now under construction, was to be;

1. Underground parking – cars and lifts
2. Level 1 – Lobby and Retail
3. Level 2 & Level 3 – Office
4. Level 4 & Level 5 – Apartments

The general composition of the *requested* Use Modification is as follows;

1. Underground parking – cars and lifts
2. Level 1 – Lobby and Retail
3. Level 2 - Commercial
4. Level 3 & Level 4 – Office
5. Level 5 – Apartments (6 apartments)

Simply stated, the 4th floor apartments have been eliminated in favor of the 2 floors of office use being moved up (3rd & 4th) and the 2nd floor becoming Commercial use.

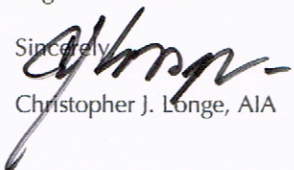
The plan changes are attached as part of this request/application.

Parking Tabulation (469-479 parking & shared parking tabulation)

The requested Use Modification results in the need for additional parking that is to be provided through a Shared Parking Agreement with the directly adjacent Birmingham Place Building. The attached parking tabulation shows there to be surplus parking covering (by a large margin) the deficiency of the parking need of 469-479 South Old Woodward.

Should you have any questions regarding this request, or the plans and tabulations provided, please do not hesitate to give me a call.

Sincerely,


Christopher J. Longe, AIA

T 248 258 6940

cjlonge@cjlongeaia.com

Birmingham Place (Availability of Parking Spaces)

revised 3.21.25

Condos

1 beds -	72 x 1	space/unit = 72.0 spaces
2 beds -	52 x 1	space/unit = 52.0 spaces
3 beds -	18 x 1.25	space/unit = 22.5 spaces
Total	142 units	146.5 spaces

Commercial (Sq Footage) 107,679 sf

Required parking 1 space/300 sf

$107,679/300 =$ **359.0 spaces**

Total required parking **505.0 spaces**

Required office parking (ordinance reduction)

$359.0 \text{ spaces} \times 40\% =$ **- 143.0 spaces**

Total required parking (min.) **362.0 spaces**

Parking Spaces provided on Site

Lower Level -	170 spaces
Main Level -	86 spaces
2 nd Level -	148 spaces
Total	404.0 spaces

Surplus parking available **42.0 spaces**
(404.0 provided - 362.0 required)

Street parking in ROW **15.0 spaces**

Total available **57.0 spaces**

New Building (Availability of Parking Spaces)

Lobby	(1 st floor)	
526sf /550sf		1 spaces
Retail	(1 st floor)	
5,784sf / 300sf =		19 spaces
Commercial	(2 nd floor)	
16,169sf / 300sf =		54 spaces
Office	(3 rd floor)	
16,169sf / 300sf =		54 spaces
Office	(4 th floor)	
15,526sf / 300sf =		52 spaces
Apartments	(5 th floor)	
6 apartments x 1.25 space/unit =		7.5 spaces
Total required parking		187.5 spaces

Required office parking (ordinance reduction)

$160 \text{ spaces} \times 40\% =$ **- 64.0 spaces**

Total required parking **123.5 spaces**

On site parking provided **88.0 spaces**

Street parking **2.0 spaces**

Total provided **90.0 spaces**

Total 'shared parking' required **33.5 spaces**

(123.5 spaces – 90.0 spaces)

Conclusion-(revised 3.21.25)

The shared parking with Birmingham Place 'works and accommodates' the required onsite 33.5 space deficiency for the "NEW Building" configuration. The B'ham Place has 57 spaces available (including ROW parking) and is greater than the 33.5 new building spaces required leaving an excess of 23.5 spaces within the B'ham Place building.



Nicholas Dupuis <ndupuis@bhamgov.org>

479 S Old Woodward

LYNN GROTH <grothlynn@gmail.com>

Thu, Mar 20, 2025 at 1:32 PM

To: ndupuis@bhamgov.org

Dear Mr.Dupuis and Planning Board,

We own and operate the building at [444 S.Old Woodward](#) directly across from this new project. For many years we have had an issue with not enough parking in the south end of Old Woodward. With the new Streetscape the on street parking has been reduced. We are one of the few properties with adequate parking for our customers. CVS pays for a supplemental off street parking lot for their employees to keep the parking lot available for their customers. They also pay premium rent for the parking lot availability.

We have alot of people that park in our parking lot and walk across the street to the [555 S. Old Woodward](#) building. We know where they are because we watch them park and walk over to the 555 building and other business in the area. Our parking lot has often been nearly full during the day with a minimal number of patrons in either CVS or Cicchini Custom Clothiers.

With that said, we are opposed to any proposal to eliminate or reduce the parking requirements. The developers know when they purchase property what the requirements will be. This is no surprise. When the city allows the reduction of the parking requirements it puts a burden on us who have our own parking lot for our patrons. We have tried to talk to the other businesses about their patrons using our lot to park but either they don't care or they can't control where people choose to park. They could arrange for parking in their own building but that does not happen because there is a cost. When our building was built we had to adhere to a standard that Birmingham set. It is only fair that new buildings provide enough parking for the people who are going to be working or living in that building.

Most recently we have instituted a new strategy to help reduce this abuse of our parking lot. We are now towing cars that park and walk away. We hope with this new policy people will get the message that they need to find parking somewhere else. This has been a very difficult decision for us to ticket and tow cars. We want people to come to Birmingham and we want to be a good neighbor. Enough is enough. Please help us with our shortage of parking by requiring new buildings to adhere to the very regulations you have devised for the City of Birmingham.

Thank you for your effort to encourage development in the city.

Sincerely,

Lynn G. Groth
President Galyn Associates





**BIRMINGHAM
PLACE**
THIRD FLOOR



O'BRYAN LAW FIRM
SUITE NO. 463
1,752 U.S.F.
1,927 R.S.F.

MUTUAL OF OMAHA
SUITE NO. 457
1,600 U.S.F.
1,760 R.S.F.

TRG ADVISORY LTD.
SUITE NO. 455
697 U.S.F.
767 R.S.F.

LIBERTY CAPITAL
SUITE NO. 430
966 U.S.F.
1,063 R.S.F.

AVAILABLE
SUITE NO. 480
618 U.S.F.
680 R.S.F.

BINGHAM DEVELOPMENT
SUITE NO. 470
413 U.S.F.
454 R.S.F.

ALTIOR LAW
SUITE NO. 460
6,374 U.S.F.
7,012 R.S.F.

AVAILABLE
SUITE NO. 450
3,411 U.S.F.
3,752 R.S.F.

CONWAY STORAGE
SUITE NO. 438B
298 U.S.F.
329 R.S.F.

HUSAYNU & PLEZIA
SUITE NO. 440
1,440 U.S.F.
1,584 R.S.F.

BWST-LAW, PLLC
SUITE NO. 400
12,836 U.S.F.
14,120 R.S.F.

KAREN & DREW PESLAR FOUNDATION
SUITE NO. 433
1,104 U.S.F.
1,214 R.S.F.

LONG LAKE CAPITAL
SUITE NO. 435
1,469 U.S.F.
1,616 R.S.F.

AVAILABLE
SUITE NO. 420
1,183 U.S.F.
1,301 R.S.F.

POLOTNICK & ASSOCIATES
SUITE NO. 426
723 U.S.F.
795 R.S.F.

COLLIERS INTERNATIONAL
SUITE NO. 425
1,867 U.S.F.
2,054 R.S.F.

RANKAUFF TOO
SUITE NO. 410
4,184 U.S.F.
4,602 R.S.F.

**BIRMINGHAM
PLACE**
FOURTH FLOOR



NORTH



8-10-22

Suite #	Tenant Name		Square Footage	
H1 - 34611	Birmingham Wealth Partner		1,594	
H5 - 34657	The Beach House Day Spa		5,224	
H7 - 34665	PB Birmingham, LLC		1,992	
W1 - 373	Masri Clinic		2,823	
W2 - 379	First Community Bank		2,134	
W8 - 387	SKBK		2,879	
300	KMG Fiduciary Partners		1,981	
308	Avantius Group		5,937	
315	Brookside Management		5,467	
320	Sotheby's		11,080	
333	Mitchel Family Offices		3,405	
370	Conway Mackenzie		18,137	
400	BWST Law, PLLC		14,120	
410	RanKauff Too		4,602	
420	Vacant		1,301	
426	Plotnik and Associates		795	
430	Liberty Capital		1,063	
433	Peslar Foundation		1,214	
435	Long Lake Capital Mgmt		1,616	
438B	Conway Storage		329	
440	Husaynu & Plezia		1,584	
425	Colliers International		2,054	
450	Accelerated Capital Management		3,752	
455	TRG Advisory Ltd		763	
456	Altior Law		2,327	
457	Mutual of Omaha		1,760	
460	Altior Law		4,685	
463	O'Bryan		1,927	
470	Bingham Development		454	
480	MHG Group		680	
	TOTAL		107,679	



Nicholas Dupuis <ndupuis@bhamgov.org>

479 S Old Woodward

LYNN GROTH <grothlynn@gmail.com>

Thu, Mar 20, 2025 at 1:32 PM

To: ndupuis@bhamgov.org

Dear Mr.Dupuis and Planning Board,

We own and operate the building at [444 S.Old Woodward](#) directly across from this new project. For many years we have had an issue with not enough parking in the south end of Old Woodward. With the new Streetscape the on street parking has been reduced. We are one of the few properties with adequate parking for our customers. CVS pays for a supplemental off street parking lot for their employees to keep the parking lot available for their customers. They also pay premium rent for the parking lot availability.

We have alot of people that park in our parking lot and walk across the street to the [555 S. Old Woodward](#) building. We know where they are because we watch them park and walk over to the 555 building and other business in the area. Our parking lot has often been nearly full during the day with a minimal number of patrons in either CVS or Cicchini Custom Clothiers.

With that said, we are opposed to any proposal to eliminate or reduce the parking requirements. The developers know when they purchase property what the requirements will be. This is no surprise. When the city allows the reduction of the parking requirements it puts a burden on us who have our own parking lot for our patrons. We have tried to talk to the other businesses about their patrons using our lot to park but either they don't care or they can't control where people choose to park. They could arrange for parking in their own building but that does not happen because there is a cost. When our building was built we had to adhere to a standard that Birmingham set. It is only fair that new buildings provide enough parking for the people who are going to be working or living in that building.

Most recently we have instituted a new strategy to help reduce this abuse of our parking lot. We are now towing cars that park and walk away. We hope with this new policy people will get the message that they need to find parking somewhere else. This has been a very difficult decision for us to ticket and tow cars. We want people to come to Birmingham and we want to be a good neighbor. Enough is enough. Please help us with our shortage of parking by requiring new buildings to adhere to the very regulations you have devised for the City of Birmingham.

Thank you for your effort to encourage development in the city.

Sincerely,

Lynn G. Groth
President Galyn Associates



MEMORANDUM

Planning Department

DATE: March 26, 2025

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: 458 N. Old Woodward – Wilders – Pre-Application Discussion

A pre-application discussion has been requested to gather feedback on a proposal to modify the currently approved outdoor dining platform in the N. Old Woodward right-of-way in front of the newly opened Wilders Bistro.

As was true during their original approval in 2022 ([Agenda](#) – [Minutes](#)), the applicant is dealing with some grade challenges in their design, which then necessitated that a portion of the approved outdoor dining platform be raised above the curb. Should the applicant redesign the platform to project less into the street, the same grade changes will need to be considered. However, in 2023 the City updated its outdoor dining ordinances to require platforms to be built flush with the curb, except to accommodate accessibility requirements. The new language is below:

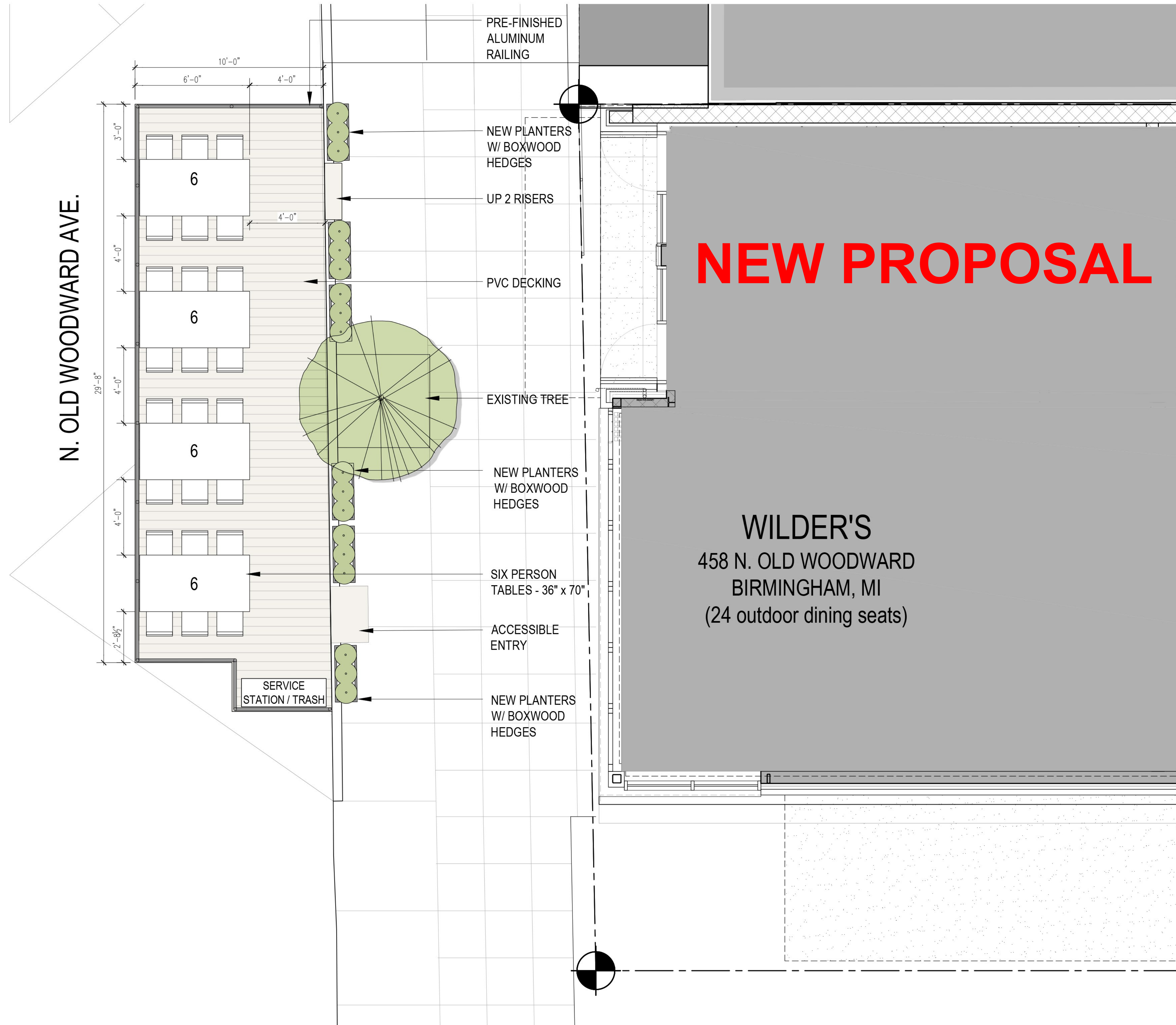
“Outdoor dining platforms within the adjacent street or parking space(s) shall be designed to be flush with the curb, and may not extend beyond the curb into the furnishing zone except to accommodate accessibility requirements.”

At this time, the applicant and the Planning Department are requesting some feedback on the application of this new standard as it relates to the new design proposal and current ordinance.

In addition, should the Planning Board find the proposal to meet the intent of the outdoor dining standards, the Planning Department is requesting that the Planning Board permit this redesign to be administratively approved by Planning Department staff as opposed to a full site plan review.

No other changes are proposed to the deck, including the number of outdoor dining seats which will remain the same at 24.

A
B
C
D
E
F
G
H



NEW PROPOSAL

WILDER'S
458 N. OLD WOODWARD
BIRMINGHAM, MI
(24 outdoor dining seats)

NORTH

H9
A110

Wilder's Outdoor Seating
SCALE: 3/8" = 1'-0"



SAROKI
ARCHITECTURE
430 N. OLD WOODWARD
BIRMINGHAM, MI 48009
P. 248.258.5707
F. 248.258.5515
SarokiArchitecture.com

Project:
460 Parkview
460 N. Old Woodward Avenue
Birmingham, Michigan 48009

Date:	Issued For:
06-03-2022	BUILDING PERMIT
11-14-2022	BULLETIN #1
08-06-2025	OUTDOOR SEATING

Sheet No.:
A110
FIRST LEVEL FLOOR PLAN

APPROVED PLAN

TC 740.25

TC 740.7

TC 741.60

TC 741.60

PROPOSED PARKING 9'-0"

4'-0"

13'-0"

13'-8"

28'-0"

7'-0"

14'-0"

7'-0"

11'-3 1/2"

BANQUETTE SEATING

PREFINISHED ALUMINUM RAILING

TREX DECKING - PEBBLE GREY

PREFINISHED ALUMINUM RAILING

CUSTOM SERVICE STATION - STAINLESS STL.

OUTDOOR SEATING 24 SEATS

UMBRELLA

UMBRELLA

UMBRELLA

NEW PLANTERS W/ BOXWOOD HEDGES

UP 2 RISERS

PROPOSED SIGN

EXISTING TREE

ACCESSIBLE ENTRY

NEW PLANTERS W/ BOXWOOD HEDGES

NEW PLANTERS W/ BOXWOOD HEDGES

NEW PLANTERS W/ BOXWOOD HEDGES

TRASH

HOST

BAR 7 SEATS

SERVICE STATION

SERVICE STATION

ACC

APPROVED PLAN

Sheet No.:
A111
ENLARGED
OUTDOOR DINING PLAN

ENLARGED OUTDOOR DINING PLAN



MEMORANDUM

Planning Department

DATE: March 26, 2025

TO: Planning Board Members

FROM: Nicholas Dupuis, Planning Director

SUBJECT: 525 N. Old Woodward – Luxe – Pre-Application Discussion

A pre-application discussion has been requested to gather feedback on a proposal to modify the currently approved outdoor dining facility in the N. Old Woodward right-of-way in front of the existing Luxe Bistro.

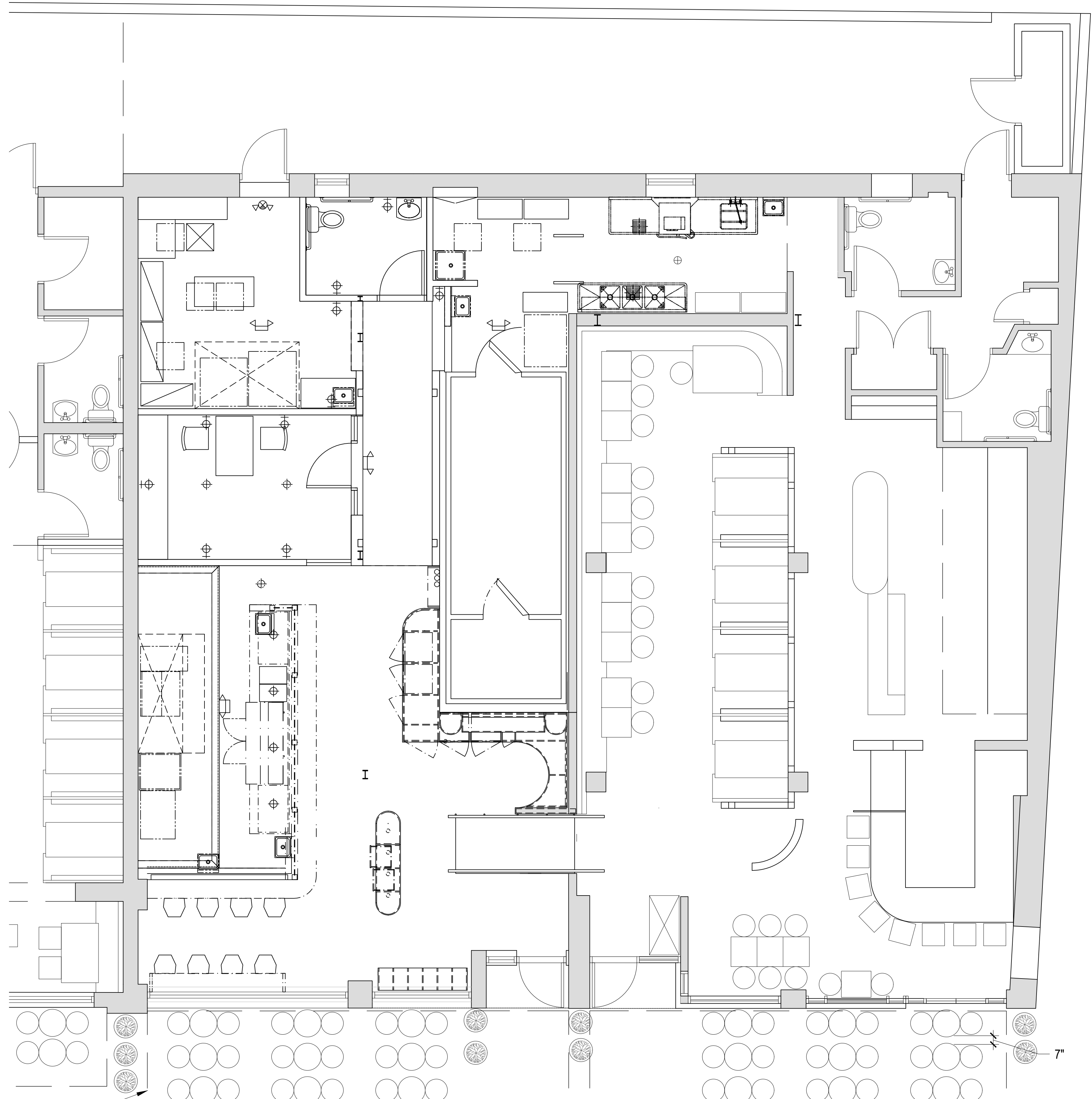
On August 26, 2020 ([Agenda](#) – [Minutes](#)), the Planning Board reviewed and recommended approval for a Special Land Use Permit, Final Site Plan & Design Review for Luxe to expand into the tenant space to the south and also modify their outdoor dining facility. The approved plans contain outdoor dining on both sides of the sidewalk; 28 against the building and 20 in the furnishing zone.

On May 10, 2023 ([Agenda](#) – [Minutes](#)), the owner of Luxe submitted plans for a pre-application discussion that involved adding a retractable awning to the building. The request to direct the Planning Department to review the plans administratively were rejected, mostly due to conditions of significant encroachment into the required 5 ft. walking path observed by the Planning Board in this area.

The plans submitted for the pre-application discussion include two distinct proposals: (1) the addition of retractable awnings and (2) the redesign of the outdoor dining facility to remove seats from the furnishing zone and reduce outdoor dining seats from 48 to 36.

Should the Planning Board find the proposal to meet the intent of the outdoor dining standards, the Planning Department is requesting that the Planning Board permit this redesign to be administratively approved by Planning Department staff as opposed to a full site plan review.

No other changes are proposed to the site or building at this time.



PROPOSED STANCHIONS AND ROPE WITH PLANTERS BELOW

REPLACED TREE MOVED 10'-0" TO SOUTH;
ADD TREE GRATE

PROPOSED RETRACTABLE AWNINGS

EXISTING TREE TO REMAIN;
ADD TREE GRATE

APPROXIMATE OVERHAND OF PROPOSED RETRACTABLE AWNING

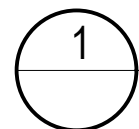
39" TALL STANCHIONS WITH 4' ROPE, TYP.

22"Ø CAFE TABLES

PROPOSED CAFE SEATING:

INDOOR: 65
OUTDOOR: 36

TOTAL: 101



1 EXISTING PROPOSED PLAN

scale: 1/4" = 1'-0"

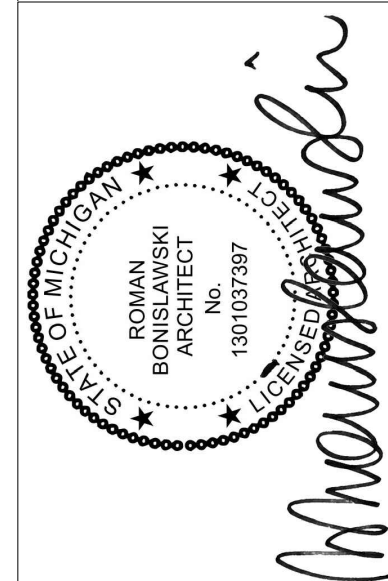


R O M A N
architects et al.
275 E. Frank St. Birmingham, MI 48009
o) 248.723.5790 f) 248.723.5795

Project:

LUXE FRONT IMPROVEMENTS
NEW AWNINGS AND OUTDOOR DINING
523 North Old Woodward, Birmingham, MI 48009

Seal:



Issue Date:

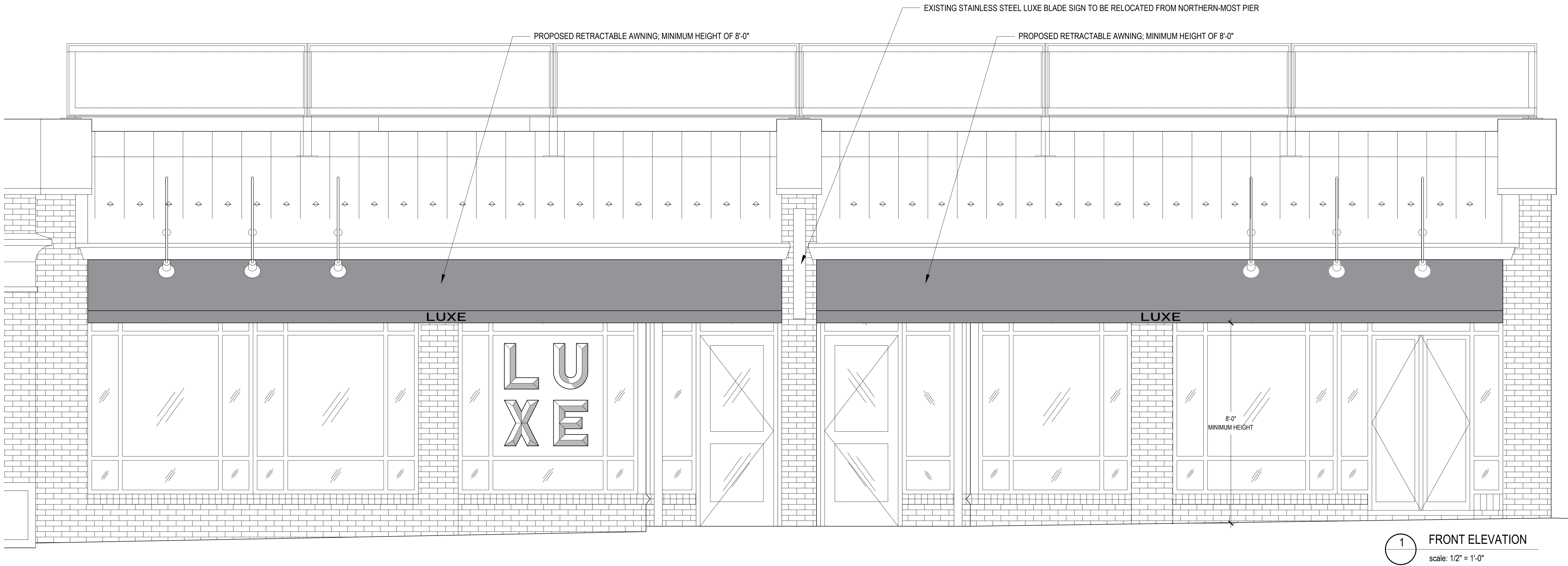
ADMIN

Sheet Title:

FRONT
ELEVATION

Sheet Number:

AA101

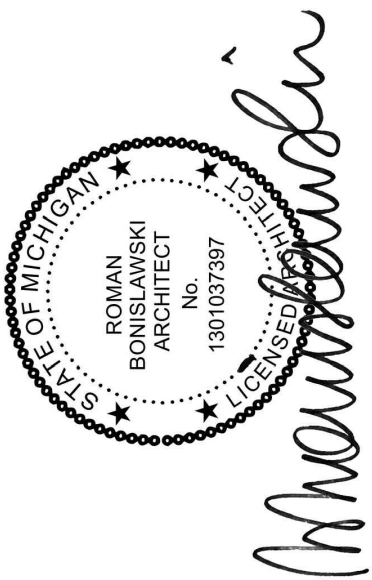


R O M A N A N D R O M A N
architects et al.
275 E. Frank St. Birmingham, MI 48009
o) 248.723.5790 f) 248.723.5795

Project:

LUXE FRONT IMPROVEMENTS
NEW AWNINGS AND OUTDOOR DINING
523 North Old Woodward, Birmingham, MI 48009

Seal:



Issue Date:

ADMIN

Sheet Title:

FRONT
ELEVATION

Sheet Number:

AA201



MEMORANDUM

Planning Department

DATE: March 26, 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 November 13, 2024
- 239 N Old Woodward – Bloom Bistro – Under construction
- 300 S. Old Woodward – Restoration Hardware – Under construction
- 707 S. Worth – Under construction, Final Inspections
- 36877 Woodward – Gasow Veterinary Hospital – **COMPLETE**
- 243 Merrill – La Strada – Final inspections
- 320 Martin – Birmingham Post Office – Design Development
- 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 – The Vault – Permitting
- 370 E. Brown – Under construction
- 33816 Woodward – Auto Europe – Design development

City Commission

- 33278 Woodward – Ducati Detroit – Set Public Hearing (Waiting on Applicant)
- 111 Henrietta – Brooklyn Pizza – Special Land Use Permit Amendment (Ownership Change) – **COMPLETE**
- 225 E. Maple – Social Kitchen & Bar – Special Land Use Permit Amendment, Final Site Plan & Design Review:
 - Board of Zoning Appeals (3/11/25) – Board of Zoning Appeals moved to deny the variance requests.
 - City Commission – Public Hearing (3/24/25) – Applicant will be requesting postponement to reassess the proposal.

Ordinance Amendments/Master Planning

- Generator Ordinance – Public Hearing (3/24/25)

Non-Planning Board Projects

- 185 Oakland – Belfor – Façade renovations, permitting
- 33680 Woodward – Petrucci Studio – Under construction
- 138 W. Maple – Blakeslee Building – Façade renovations, permitting
- 151 N. Eton – Façade and screening improvements, final inspections
- 34500 Woodward – Golling Fiat – Façade renovations, design development
- 106 S. Old Woodward – O’Neal Building – Façade renovations, design development
- Historic Preservation Master Plan – In progress.

March 12, 2025

Chairperson
Birmingham Planning Commission
151 Martin St
Birmingham MI 48012

Re: Required Public Hearing on Proposed Master Plan

Pursuant to the requirements of the Michigan Planning Enabling Act, P.A. 33 of 2008, as amended, the city is providing notice that the Royal Oak Planning Commission will hold a required public hearing on its Proposed Master Plan on Tuesday, April 8, 2025 at 7:00 p.m. in the City Commission chambers on the first floor of City Hall at 203 S. Troy St., Royal Oak, Michigan.

The Proposed Master Plan may be viewed online at: www.planroyaloak.com

Any person interested in the Proposed Master Plan is invited to present their comments at the meeting, by e-mail at planning@romi.gov, or by mail addressed to the Royal Oak Planning Commission, 203 S. Troy St., Royal Oak, MI 48067. All written comments must be received by 3:00 p.m. the day of the public hearing. Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) is asked to contact the city clerk's office at (248) 246-3050 at least two (2) business days prior to the hearing.

A reminder that the 63-day comment period concludes on April 4, 2025. Comments from the entities identified in the state act must be addressed to:

Chairperson, Royal Oak Planning Commission
c/o Joseph M. Murphy, Director of Planning (joem@romi.gov)
Planning Division, Community Development Department
203 S. Troy St.
Royal Oak MI 48067

Questions may be directed to the undersigned at (248) 246-3285 or by e-mail at: joem@romi.gov

Respectfully,
CITY OF ROYAL OAK



Joseph M. Murphy
Director of Planning
Community Development Department

March 12, 2025

Nicholas Dupuis
Planning Director
151 Martin St
Birmingham MI 48012

Re: Required Public Hearing on Proposed Master Plan

Pursuant to the requirements of the Michigan Planning Enabling Act, P.A. 33 of 2008, as amended, the city is providing notice that the Royal Oak Planning Commission will hold a required public hearing on its Proposed Master Plan on Tuesday, April 8, 2025 at 7:00 p.m. in the City Commission chambers on the first floor of City Hall at 203 S. Troy St., Royal Oak, Michigan.

The Proposed Master Plan may be viewed online at: www.planroyaloak.com

Any person interested in the Proposed Master Plan is invited to present their comments at the meeting, by e-mail at planning@romi.gov, or by mail addressed to the Royal Oak Planning Commission, 203 S. Troy St., Royal Oak, MI 48067. All written comments must be received by 3:00 p.m. the day of the public hearing. Anyone planning to attend the meeting who has need of special assistance under the Americans with Disabilities Act (ADA) I asked to contact the city clerk's office at (248) 246-3050 at least two (2) business days prior to the hearing.

A reminder that the 63-day comment period concludes on April 4, 2025. Comments from the entities identified in the state act must be addressed to:

Chairperson, Royal Oak Planning Commission
c/o Joseph M. Murphy, Director of Planning (joem@romi.gov)
Planning Division, Community Development Department
203 S. Troy St.
Royal Oak MI 48067

Questions may be directed to the undersigned at (248) 246-3285 or by e-mail at: joem@romi.gov

Respectfully,
CITY OF ROYAL OAK



Joseph M. Murphy
Director of Planning
Community Development Department



MEMORANDUM

Planning Department

DATE: March 19, 2025

TO: Jana L. Ecker, City Manager

FROM: Nicholas Dupuis, Planning Director

SUBJECT: Planning Department Annual Report – 2024-2025

INTRODUCTION:

The Birmingham Code of Ordinances requires that the Planning Department provide to the City Manager a tentative outline of the programs of its Planning Board, Design Review Board, and Historic District Commission for the ensuing year. Over time, these outlines have evolved into a comprehensive Planning Department Annual Report that includes an outline of the Planning Department team and a breakdown of the Boards/Commissions it staffs and their respective accomplishments and goals.

BACKGROUND:

The City Commission reviewed a Planning Department Annual Report for 2023-2024 on March 27, 2024 ([Agenda](#) – [Minutes](#)). The City Commission did not provide any comments at that time.

At this time, the Planning Department has prepared its annual report for 2024-2025.

LEGAL REVIEW:

The City Attorney has reviewed this memorandum and its attachments and has no concerns.

FISCAL IMPACT:

There are no fiscal impacts for this agenda item.

SUSTAINABILITY:

Not applicable.

PUBLIC COMMUNICATIONS:

There are no required public communications as a part of this agenda item.

SUMMARY:

The Planning Department requests that the City Commission review the 2024-2025 Planning Department Annual Report and provide the Planning Department with any necessary feedback.

ATTACHMENTS:

The following document is attached for your review:

- Planning Department Annual Report – 2024-2025

BIRMINGHAM PLANNING DEPARTMENT ANNUAL REPORT 2024 – 2025



PLANNING DEPARTMENT STAFF



Nicholas Dupuis, AICP - Planning Director



Leah Blizinski, AICP - City Planner



Summer Aldred - City Planner



Ed Rickets - Administrative Assistant

Community Development

Planning Department

Building Department

Engineering Department



Laura Eichenhorn - Transcriptionist

Planning Department Boards & Commissions

As a regular function of Planning Department activities, the Planning Department is required to provide regular staff support to the following public bodies:

	Principal Staff Liaison	Information
City Commission	Dupuis	Roster/About
Planning Board	Dupuis	Roster/About
Historic District Commission	Dupuis	Roster/About
Design Review Board	Dupuis	Roster/About
Multi-Modal Transportation Board	Blizinski	Roster/About
Public Arts Board	Aldred	Roster/About
Historic District Study Committee	Dupuis	Roster/About
Wayfinding and Gateway Signage Committee	Dupuis	Roster/About
Environmental Sustainability Committee	Aldred	Roster/About
Triangle District Corridor Improvement Authority	Dupuis	Roster/About
Board of Zoning Appeals	All	Roster/About
Brownfield Redevelopment Authority	Aldred	Roster/About
Parks and Recreation Board	Blizinski	Roster/About

Additional Planning Department Board & Commission Activity

In addition to providing regular staff support to the boards and commissions listed above, the Planning Department has also provided support to the following:

	Principal Staff Liaison	Information
Advisory Parking Committee	-	Roster/About
Birmingham Shopping District Board	-	Roster/About
Museum Board	-	Roster/About



PLANNING BOARD, HISTORIC DISTRICT COMMISSION, & DESIGN REVIEW BOARD

Each year, the City Commission asks the Planning Department to prepare a report outlining board and commission activities from the previous year. This report covers the year beginning **April 1, 2024 and ending March 31, 2025**. In preparing the report, the Planning Board, the Historic District Commission, and the Design Review Board have the chance to review their goals and objectives for the upcoming year.*

The report is separated into two distinct parts: (1) **Accomplishments** and (2) **Goals**.

The **Accomplishments** section cites in narrative form the activities conducted by each board. This narrative will include a list of public hearings, studies and other reviews. The Planning Department has included Multi-Modal Transportation Board and Public Arts Board accomplishments in this section to satisfy the reporting requirements of their respective enabling ordinances or as requested by the City Commission.

The **Goals** section lists the items from the 2025 Action Lists for the Planning Board, Historic District Commission, and Design Review Board. Action Lists are used to organize and track progress on each group's goals. From this list, each board, as well as the City Commission, has the opportunity to evaluate their goals and objectives, and make any needed amendments.

EXECUTIVE SUMMARY – REVIEW TOTALS

	Site Plans	Design Review	Rezoning/Ord.	Other
Planning Board	11	12	3	14
Historic District Commission	-	2	1	4
Design Review Board	-	3	1	1

*Birmingham Code of Ordinance References

- [*Chapter 82 \(Planning\), Article II. – Planning Board, Sec. 82-33. – Duties.*](#)
- [*Chapter 82 \(Planning\), Article V. – Design Review Board, Sec. 82-105. – Duties.*](#)
- [*Chapter 127 \(Historic Districts\), Sec. 127-7. Historic District Commission meetings, recordkeeping and rules of procedure.*](#)

SECTION ONE: ACCOMPLISHMENTS

PLANNING BOARD (PB) ([Chapter 82, Article II.](#))

The Planning Board, which meets the second and fourth Wednesdays of each month, sets aside their first meeting of the month for discussion or study items and their second meeting of the month for development reviews. The Planning Board agenda for the meeting at which site plans and special land use permit requests are discussed are limited to a maximum of five (5) review items, including those tabled items which may be carried over from a preceding meeting. The following lists include review items from **April 1, 2024 to March 31, 2025**. It should be noted that each item may have been reviewed more than once over that period.

Site Plan & Design Review

The purpose of Site Plan Review is to provide flexibility in the placement and interrelationship of buildings and uses within each site subject to plan approval, and to provide for the implementation of design concepts while at the same time maintain the overall intensity of land use, density of population, and amounts of light, air, access and landscaped open space as required in the Zoning Ordinance. The Planning Board reviewed the following Site Plan & Design Review applications:

1. 219 Elm St. – All Seasons 2 – Request for Final Site Plan & Design Review for New Commercial Use on First Floor of Independent Senior Living Facility.
2. 245 Townsend – Parkview Townhomes – Request for Preliminary Site Plan Review for New Attached Single-Family Development.
3. 33866 Woodward – Polestar/LaFontaine Auto Group – Request for site plan extension for auto sales agency including minor design changes.
4. 685 E. Maple – Kroger/Volta – Design Review request for new illuminated electric vehicle charging stations in existing off-street parking facility.
5. 139 W. Maple – Field Building – Request for Preliminary Site Plan Review for new 4-story addition to rear of existing building in Downtown Birmingham.
6. 33278 Woodward – Ducati Detroit – Request for Final Site Plan & Design Review for Regulated Use (Motorcycle Sales)
7. 245 Townsend – Parkview Townhomes – Request for Final Site Plan & Design Review for New Attached Single Family Development
8. 2211 & 2243 Cole – Request for Final Site Plan & Design Review for a use greater than 6,000 sq. ft. in the MX (Mixed-Use) Zoning District
9. 35001 & 35075 Woodward – Request for One Year Extension of Final Site Plan
10. 225 E. Maple – Social Kitchen & Bar – Request for Final Site Plan & Design Review for the Renovation of an Existing Outdoor Dining Facility
11. 34350 Woodward – Lavery Porsche – Request for 1-Year Extension of Approved Final Site Plans for New 3-Story Auto Sales Agency
12. 320 Martin St. – Request for Re-Approval of Expired Final Site Plans for new 5-Story Addition to Existing Commercial Building
13. 185 Oakland – Request for Final Site Plan & Design Review for New Whole-Building Generator at Rear of Property

14. 280 E. Lincoln – Grace Baptist Church – Request for Final Site Plan & Design Review for Renovation & Addition to Existing Religious Institution
15. 479 S. Old Woodward – Birmingham Towers – Request for Final Site Plan & Design Review to Modify Floor Plans and Seek Approval of the Collective Provisions of the Required Off-Street Parking of the Subject Property and the Birmingham Place Pursuant to Article 4, Section 4.45 (G)(3) of the Zoning Ordinance

Special Land Use Permit

Site Plan and Design Review for special land uses are considered and acted upon by the City Commission. Prior to its consideration of a special land use application for an initial permit or an amendment to a permit, the City Commission refers the Site Plan and the design to the Planning Board for its review and recommendation. The Planning Board reviewed the following Special Land Use Permits (SLUPs):

1. 219 Elm St. – All Seasons 2 –Request for Special Land Use Permit Amendment for New Commercial Use on First Floor of Independent Senior Living Facility
2. 33278 Woodward – Ducati Detroit – Request for Special Land Use Permit for Regulated Use (Motorcycle Sales)
3. 2211 & 2243 Cole – Request for Special Land Use Permit for a use greater than 6,000 sq. ft. in the MX (Mixed-Use) Zoning District
4. 225 E. Maple – Social Kitchen & Bar – Request for Special Land Use Permit Amendment for the Renovation of an Existing Outdoor Dining Facility
5. 280 E. Lincoln – Grace Baptist Church – Request for Special Land Use Permit Review for Renovation & Addition to Existing Religious Institution.

Community Impact Study

A Community Impact Study (CIS) is required for any of the following:

- A new structure and/or building of 20,000 square feet of gross floor area or greater;
- A new structure and/or building or addition to an existing structure and/or building equaling less than 20,000 square feet of combined gross floor area upon determination by the Planning Board that the proposed development may exert a significant impact on the City; or
- An addition to an existing structure and/or building with a combined gross floor area of 20,000 square feet or more, provided that the addition has a gross floor area greater than 10% of the gross floor area of the existing structure and/or building.

A CIS addresses a multitude of planning, zoning, land use and environmental issues, as well as public service and transportation concerns. The Planning Board did not review any Community Impact Study applications in this reporting period.

Rezoning & Zoning Ordinance Amendments

The City Commission may, by ordinance, amend, supplement or change the Zoning Ordinance only after the Planning Board has held at least one public hearing regarding a proposed amendment and has reported to the City Commission thereon. The Planning Board has reviewed the following Rezoning applications and Zoning Ordinance Amendments:

1. 400 E. Lincoln – Request to rezone from R4 (Two-Family Residential) to PP (Public Property)
2. Chapter 126, Zoning, Article 4, Accessory Structure Standards, Section 4.03, to add provisions for standby generators.
3. Article 3, Section 3.08 and Article 9, Section 9.02, to modify the provisions for additional building height in the Triangle District of Birmingham.

Courtesy Review

For development proposals on public property that meet the standards of review by the Planning Board, a Courtesy Review is performed to review the standards of Site Plan & Design Review. The Planning Board performed a courtesy review of the following:

1. Booth Park Trail Improvements Plan

Study Session

The Planning Board is tasked with engaging in long-range planning activities, matters related to the Planning Board's priority list and specific requests from the City Commission. The Planning Board has held the following Study Sessions:

1. Triangle District Bonus Height Requirements
2. The Birmingham Plan 2040 – Prioritization of Key Actions
3. Impervious Surface
4. Planning Board Rules of Procedure
5. Generator Ordinance – Study Session
6. 400 E. Lincoln Property – Public Project Review Guidelines
7. Childcare Ordinance

Pre-Application Discussion

As a part of the development process of the City of Birmingham, the Planning Board affords potential applicants the opportunity for a pre-application discussion to introduce a project and informally discuss proposals. The Planning Board held the following pre-application discussions:

1. 185 N. Old Woodward – Bell Bistro
2. 2159 E. Lincoln – Lincoln Yard
3. 225 E. Maple – Social Kitchen & Bar
4. 180 S. Chester – Chester St. Parking Deck
5. 458 N. Old Woodward – Wilders
6. 525 N. Old Woodward - Luxe

HISTORIC DISTRICT COMMISSION (HDC) ([Chapter 127](#))

The Historic District Commission (HDC) meets on the first and third Wednesdays of each month, with a general limit of four (4) regular reviews per meeting. Reviews may be added or deleted at the discretion of the city planner, based on the complexities of individual reviews. Review items include those tabled items which may be carried over from preceding meeting. The following lists include review items from **April 1, 2024 to March 31, 2025**. It should be noted that each item may have been reviewed more than once over that period.

Historic Design Review

All plans that include construction, addition, alteration, repair, moving, excavation, and demolition of resources in historic districts within the City limits are reviewed by the HDC to safeguard the heritage of the City, stabilize and improve property values, foster civic beauty, strengthen the local economy, and promote the use of historic districts for education, pleasure and welfare of the citizens of the City and of the State. The HDC reviewed the following Design Review applications:

1. 137 W. Maple – Field Building – Request for Design Review to add 5-story addition and modify existing historic façade.
2. 106 S. Old Woodward – O’Neal Building – Request for Design Review for renovation of historic façade.

Courtesy Review

For development proposals on publicly owned properties within historic districts that require review by the Historic District Commission, a Courtesy Review is performed to review the standards of Design Review in the City Code. There were no Courtesy Reviews held during the report period.

Pre-Application Discussion

As a part of the development process of the City of Birmingham, the HDC affords potential applicants the opportunity for a pre-application discussion to introduce a project and informally discuss proposals. The HDC held the following pre-application discussion:

1. 163 W. Maple – The Last Bean

Study Session

The HDC engages in regular activities to further the declaration of history preservation as a public purpose by performing studies, reviewing preservation tactics, and providing continuing education. The HDC has held the following Study Sessions:

1. Historic Preservation Master Plan
2. Wallace Frost Program
3. Historic Plaques

DESIGN REVIEW BOARD (DRB) ([Chapter 82, Article V.](#))

The Design Review Board (DRB) meets on the first and third Wednesdays of each month immediately following the Historic District Commission, with a general limit of four (4) regular reviews per meeting. Reviews may be added or deleted at the discretion of the city planner, based on the complexities of individual reviews. Review items include those tabled items which may be carried over from the preceding meeting. The following lists include review items from **April 1, 2024 to March 31, 2025**. It should be noted that each item may have been reviewed more than once over that period.

Design Review

All plans not requiring Site Plan Review or Historic District Review for the alteration or painting of the exterior of any building and/or the addition of any lighting, signs, equipment or other structures which substantially alter the exterior appearance as determined by the City Planner are submitted to the Design Review Board for review. The purpose of Design Review is to foster attainment of those sections of the City's urban design plans which specifically refer to preservation and enhancement of the particular character of the City and its harmonious development, through encouraging private interests to assist in their implementation. The DRB reviewed the following Design Review applications:

1. 200 Chester – The Baldwin – Request for Design Review for new signs on a multi-family development
2. 33687 Woodward – Yaldo Law Firm – Request for Design Review for complete façade renovation of existing commercial building
3. 707 S. Worth – Birmingham Pointe – Request for Design Review for new building signage

Courtesy Review

For development proposals on publicly owned property that require a review by the DRB, a Courtesy Review is performed to review the standards of Design Review in the Zoning Ordinance. There were no Courtesy Reviews held during the report period.

Pre-Application Discussion

As a part of the development process of the City of Birmingham, the DRB affords potential applicants the opportunity for a pre-application discussion to introduce a project and informally discuss proposals. There were no pre-application discussions held during the report period.

Study Session

The DRB engages in regular activities to further the attainment of those sections of the City's urban design plans which specifically refer to preservation and enhancement of the particular character of this City and its harmonious development. The DRB has held the following Study Sessions:

1. Church Signs in Residential Districts

MULTI-MODAL TRANSPORTATION BOARD (MMTB) ([Chapter 110, Article II.](#))

The Multi-Modal Transportation Board (MMTB) meets on the first Thursday of every month. The purpose of the Multi-Modal Transportation Board is to assist in maintaining the safe and efficient movement of motorized and non-motorized vehicles and pedestrians on the streets and walkways of the City and to advise the City Commission on the implementation of the Multi-Modal Transportation Plan, including reviewing project phasing and budgeting. The following lists include review items from **April 1, 2024** to **March 31, 2025**. It should be noted that each item may have been reviewed more than once over that period.

Street configurations

1. Woodward Road Diet Modeling
2. Wimbledon Drive - Road Width Review
3. Willits: N. Old Woodward to Maple and Bates: Maple to Willits
4. Lakeview and Vinewood Intersection
5. Shirley & Arlington Speed Mitigation

Pedestrian Improvements

1. Willits: N. Old Woodward to Maple and Bates: Maple to Willits

Signage & Signal Requests

1. All Way Stop – Frank and Pierce
2. Northlawn & Latham – Stop Sign Review
3. Stanley, 14 Mile to Lincoln – Stop Sign Reviews

Bicycle Infrastructure & Facilities

1. Shirley & Arlington Speed Mitigation

Other Multi-Modal Related Considerations

1. Board member training
2. Birmingham Plan 2040 review
3. Booth Park Preliminary Plans Input
4. Transportation Day Review
5. Upcoming Capital Improvement Projects for 2024-2025
6. Role of the Multi-Modal Transportation Board
7. Residential Street Width Policy
8. Sheffield Cut-through
9. N. Glenhurst & Oak
10. Temporary Parking Restrictions

PUBLIC ARTS BOARD (PAB) ([Chapter 78, Article V.](#))

The Public Arts Board meets on the third Wednesday of each month as needed and discusses matters related to public art in Birmingham. The Public Arts Board has responsibilities including:

- Reviewing publicly owned property for the purposes of consideration for the display of public art. The Public Arts Board recommends to the City Commission the establishment of general guidelines for site selection, maintenance program(s) for ensuring the structural integrity and aesthetic quality of the site and any work of art, including the removal of any work of art.
- Pursuing sources of public funding for arts and cultural education, design competitions, special events etc., that may be necessary to advance the objectives of the Public Arts Board.
- Increasing public awareness and promoting education of the importance of public art as an enrichment of the quality of life for the residents, business owners, employees and visitors to the City.

Sculpture Donations, Loans, Installations

1. None

Murals Reviewed

1. None

Study Sessions

1. None

Other Activities

1. None

SECTION TWO: GOALS

The Planning Board, Historic District Commission, and Design Review Board set specific goals and priorities each year as part of the annual report. The formulation of these goals comes from the City Commission, Planning Board, HDC, and DRB members, City Staff, and members of the general public. Upon review of the items noted on the action lists that follow (**see attached**), the Planning Board, the HDC, and the DRB will make recommendations to the City Commission, as they deem important and necessary.



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	☐	☐
Triangle District Bonus Height Requirements	Create a new list of bonus height provisions for the Triangle District	☐	☐	1 st (January-March)	☒	☐
Impervious Surface, Open Space & Lot Coverage	Review and improve standards for impervious surfaces and ensure consistency with open space and lot coverage goals	☐	☐	1 st (January-March)	☒	☐
Public Project Review Process	Develop a comprehensive set of guidelines for the review of public development projects	☐	☐	2 nd (April-June)	☐	☐
Create a Woodward Safety and Beautification Plan	Begin to address the Woodward divide.	☐	☒	3 rd (July-September)	☐	☐
Ordinance Enforcement	Maintain a vibrant community.	☐	☐	4 th (October-December)	☐	☐

Historic District Commission Action List – 2025

Historic District Commission	Quarter Goals	In Progress	Complete
Historic District Ordinance Enforcement	1 st (January-March)	☒	☐
Historic Plaques & Bates St. Signage	2 nd (April-June)	☒	☐
HDC Training	3 rd (July-September)	☐	☐
Historic Preservation Master Plan	4 th (Ongoing)	☒	☐

Design Review Board Action List – 2025

Design Review Board	Quarter	In Progress	Complete
Signs vs. Designs	1 st (January-March)	☐	☐
Update Sign Ordinance	2 nd (April-June)	☒	☐
Create New Informational Artwork for Sign Ordinance	3 rd (July-September)	☐	☐
Sign Ordinance Enforcement	4 th (October-December)	☒	☐

ADMIN APPROVAL - PB

App Date	Case #	Scope of Work	Property Address	Status
03/10/2025	PAA25-0016	Add Balcony	310 SOUTHFIELD RD UNIT 6	COMPLETED - APPROVED
03/13/2025	PAA25-0020	Install (2) EV charging stations shell proposes: 2 standard parking stalls are to be converted into 2 standard electric vehicle (EV) parking stalls. 2 non-media electric vehicle charging stations are to be installed in concrete islands adjacent to the EV parking stalls. Electric conduits will be extended from the existing building to the electric vehicle charging stations. Shell will also paint and mark all EV charging parking stalls and install necessary parking signs.	685 E MAPLE RD	COMPLETED - APPROVED
03/14/2025	PAA25-0021	White Box Construction for new tenant Installation of new RTU within the existing screened area which was previously administratively approved.	233 N OLD WOODWARD AVE	COMPLETED - APPROVED



AGENDA
REGULAR MEETING OF THE BIRMINGHAM PLANNING BOARD
WEDNESDAY APRIL 9, 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 **March 26, 2025**
- 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. **Impervious Surface, Open Space & Lot Coverage – Study Session**
 - 3. **Childcare Ordinance – Study Session**
- L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - 3. Administrative Approval Correspondence
 - i. **March 21, 2025 – April 4, 2025**
 - 4. Draft Agenda – **April 23, 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

*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 APRIL 23, 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 **April 9, 2025**
 - 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. **Impervious Surface, Open Space & Lot Coverage – Study Session**
 - 3. **Childcare Ordinance – Study Session**
 - L.** Miscellaneous Business and Communications:
 - 1. Pre-Application Discussions
 - 2. Communications
 - i. **Project Updates**
 - 3. Administrative Approval Correspondence
 - i. **April 4, 2025 – April 18, 2025**
 - 4. Draft Agenda – **May 14, 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
-

* 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).

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	☐	☐
Triangle District Bonus Height Requirements	Create a new list of bonus height provisions for the Triangle District	☐	☐	1 st (January-March)	☒	☐
Impervious Surface, Open Space & Lot Coverage	Review and improve standards for impervious surfaces and ensure consistency with open space and lot coverage goals	☐	☐	1 st (January-March)	☒	☐
Public Project Review Process	Develop a comprehensive set of guidelines for the review of public development projects	☐	☐	2 nd (April-June)	☐	☐
“Create a Woodward Safety and Beautification Plan.”	Begin to address the Woodward divide.	☐	☒	3 rd (July-September)	☐	☐
Ordinance Enforcement	Maintain a vibrant community.	☐	☐	4 th (October-December)	☐	☐