



**AGENDA**  
**BIRMINGHAM DESIGN REVIEW BOARD**  
**WEDNESDAY OCTOBER 18, 2023**  
**BIRMINGHAM CITY HALL, 151 MARTIN ST, COMMISSION ROOM 205, BIRMINGHAM MI \***  
**\*\*\*\*\* 7:15 PM\*\*\*\*\***

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- 1) Roll Call
- 2) Approval of the DRB Minutes of [August 2, 2023](#)
- 3) Public Hearing
- 4) Design Review
  - A. [151 N. Eton – Jets/Canelle](#)
- 5) Sign Review
- 6) Study Session
- 7) Miscellaneous Business and Communication
  - A. Pre-Application Discussions
  - B. Draft Agenda
    1. [November 1, 2023](#)
  - C. Staff Reports
    1. [Administrative Sign Approvals](#)
    2. [Administrative Approvals](#)
    3. [Action List 2023](#)
- 8) 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, 151 Martin St., or may attend virtually at:

**Link to Access Virtual Meeting:** <https://zoom.us/j/91282479817>  
**Telephone Meeting Access:** 877 853 5247 US Toll-free  
**Meeting ID Code:** 912 8247 9817

Notice: Individuals requiring accommodations, such as interpreter services for effective participation in this meeting should contact the City Clerk's Office at [\(248\) 530-1880](tel:2485301880) at least on day in advance of the public meeting.

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**A PERSON DESIGNATED WITH THE AUTHORITY TO MAKE DECISIONS MUST BE PRESENT AT THE MEETING.**

**Design Review Board  
Minutes Of August 2, 2023**

151 Martin Street, City Commission Room 205, Birmingham, MI

Minutes of the regular meeting of the Design Review Board ("DRB") held August 2, 2023. Chair Henke called the meeting to order at 7:33 p.m.

**1) Rollcall**

**Present:** Chair John Henke; Board Members Dustin Kolo, Patricia Lang, Julie Rasawehr; Alternate Board Member Samantha Cappello; Student Representative Ian Weinberg

**Absent:** Board Members Keith Deyer, Natalia Dukas, Michael Willoughby; Alternate Board Member Sam Lanfear

**Staff:** Planning Director Dupuis; City Transcriptionist Eichenhorn

**2) Approval of the DRB Minutes of July 19, 2023**

**08-21-23**

**Motion by Ms. Rasawehr**

**Seconded by Mr. Kolo to approve the July 19, 2023 minutes as submitted.**

**Motion carried, 5-0.**

VOICE VOTE

Yeas: Rasawehr, Henke, Kolo, Cappello, Lang

Nays: None

**3) Public Hearing**

**4) Design Review**

**A. 220 Park**

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

John Hindo of the Boji Group and Jeff Klatt, architect, spoke on behalf of the project.

**08-22-23**

**Motion by Mr. Kolo**

**Seconded by Ms. Cappello to approve the design review for 220 Park with the condition that the applicant either submit revised site plans keeping the entry door or obtaining a variance from the BZA.**

**Mr. Kolo stated that while the window was a less than ideal overlay condition, the window is a better approach.**

**The Chair concurred.**

**Motion carried, 5-0.**

VOICE VOTE

Yeas: Rasaweher, Henke, Kolo, Cappello, Lang

Nays: None

**5) Sign Review**

**6) Study Session**

**7) Miscellaneous Business And Communications**

In reply to Ms. Lang, PD Dupuis informed her that presently the Michigan Open Meetings Act prevents elected and appointed Board members from attending meetings virtually.

**A. Pre-Application Discussions**

**B. Draft Agenda**

**C. Staff Reports**

**1. Administrative Sign Approvals**

**2. Administrative Approvals**

**3. Action List 2023**

**8) Adjournment**

No further business being evident, the Board motioned to adjourn at 7:46 p.m.



Nick Dupuis, Planning Director



Laura Eichenhorn, City Transcriptionist



## MEMORANDUM

Planning Division

**DATE:** October 18, 2023  
**TO:** Design Review Board  
**FROM:** Nicholas Dupuis, Planning Director  
**SUBJECT:** 151 N. Eton – Jets/Canelle – Design Review

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**Zoning:** B1 (Neighborhood Business)  
**Existing Use:** Commercial

### Introduction

The applicant has submitted a Design Review application for modifications to an existing 1-story commercial building. The subject site is located on the west side of N. Eton, north of Maple Rd.

The building has undergone some recent tenant-related renovations, which has necessitated some additional work on the roof. Along with some of the required changes, the applicant also desires to take the opportunity to make other improvements to the building. The proposal includes a large new screening enclosure, the removal of an existing mansard-style roof, new awnings, paint, some new façade material, and a minor revision to a curb cut.

### Building Exterior

As the site/design plans submitted contain proposals for a few select areas of the building, the material palette is limited and is as follows:

Material	Location	Color
Corrugated Metal	Rooftop Screenwall	Dark Grey
Fabric	Awnings	Black
Smooth Panel	Roofline/Parapet	Match Existing Trim
Paint	Windows/Doors	Black

The proposed renovations are minor in nature in terms of new materials. In addition, there are no specific architectural standards that apply to the subject site.

### **Signage**

There are no new signs proposed as a part of the Design Review application submitted.

### **Lighting**

There are no new light fixtures proposed as a part of the Design Review application submitted.

### **Planning and Zoning**

As the building/site is not changing its use or size, there are no bulk, height or area requirements that must be reviewed at this time. However, there are some planning and zoning issues that require review as a part of the Design Review application submitted:

- Screening – A major part of this project is the significant screenwall that is required for the rooftop mechanical units (RTU's) that were added/replaced/relocated as a part of the tenant renovations noted above. There are a total of 5 RTU's dispersed across the rooftop. Article 4, Section 4.states that:
  1. To minimize the visual impact of such equipment from other points of observation, rooftop mechanical and other equipment shall be obscured by a screenwall composed of materials compatible with the building or by landscaping demonstrated to provide an effective permanent visual barrier.
  2. Any screenwall barrier:
    - i. Shall, to the best extent possible, not extend above the top edge of an imaginary plane extending upward no more than 45 degrees from the eave line; and
    - ii. Shall not exceed 10 feet in height.

The screening as designed raises two issues related to the above standards. First, the screening is placed around 3 full sides of the building, with the rear side facing the railroad tracks left predominantly unscreened. The railroad right of way is 100 ft., and the distance between the subject building and the nearest adjacent building on that side is nearly 200 ft. **The Design Review Board should discuss the lack of screening on the rear of the building as it relates to other points of observation.**

Second, the screenwall barrier is placed in close proximity to the eave line, and in some places is constructed directly on the parapet. The proposed design does not afford the relief of the imaginary plane at 45 degrees. The applicant has explained that this was done to (1) reduce the amount of punctures in the roof system and (2) afford ample clearances between the screenwall and the RTU's. **The Design Review Board should discuss the placement of the screenwall and its proximity to the eave line and**

**determine if the applicant has set the screenwall back to the best extent possible.**

- Projections into the Right-of-Way – The applicant is proposing a total of 4 new awnings. One of the awnings (east side) projects over the public sidewalk. Article 4, Section 4.74 (D)(4)(c)(i) states that removable architectural elements such as awnings, canopies, marquees may be approved by the Design Review Board to project into the right of way provided that they are constructed to support applicable loads without any ground mounted supports on public property. Encroachments with less than 15 ft. of clearance above the sidewalk shall not extend into or occupy more than two-thirds of the width of the sidewalk or 5 ft., whichever is less, and must not interfere with any existing or planned streetscape elements or infrastructure. The applicant has not provided a projection dimension of the canopy, nor is the width of the sidewalk indicated on the plans. Thus, **the applicant must provide details on the projection of the proposed canopy above the window on the east side of the building.**

### **Required Attachments**

	<b>Submitted</b>	<b>Not Submitted</b>	<b>Not Required</b>
Detailed and Scaled Site Plan	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interior Floor Plans	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Landscape Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Photometric Plan	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Colored Elevations	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Material Specification Sheets	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Material Samples	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Site & Aerial Photographs	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### **Design Standards**

Article 7, Section 7.09 states that the Design Review Board shall review all documents submitted pursuant to this section and shall determine the following:

1. All of the materials required by this section have been submitted for review.
2. All provisions of this Zoning Ordinance have been complied with.
3. The appearance, color, texture and materials being used will preserve property values in the immediate neighborhood and will not adversely affect any property values.
4. The appearance of the building exterior will not detract from the general harmony of and is compatible with other buildings already existing in the immediate neighborhood.
5. The appearance of the building exterior will not be garish or otherwise offensive to the sense of sight.

6. The appearance of the building exterior will tend to minimize or prevent discordant and unsightly properties in the City.
7. The total design, including but not limited to colors and materials of all walls, screens, towers, openings, windows, lighting and signs, as well as treatment to be utilized in concealing any exposed mechanical and electrical equipment, is compatible with the intent of the urban design plan or such future modifications of that plan as may be approved by the City Commission.

### **Planning Division Analysis**

Based on the requirements of Article 7, Section 7.09, the Planning Division recommends that the Design Review Board **APPROVE** the Design Review application for 151 N. Eton – Jets/Canelle. In the opinion of the Planning Division, the screenwall system provided minimizes the visual impact of the RTU's from other points of observation, and has been designed and placed appropriately. The following condition applies to this approval:

- The applicant must submit details on the projection of the proposed canopy above the window on the east side of the building.

### **Sample Motion Language**

Motion to **APPROVE** the Design Review application for 151 N. Eton – Jets/Canelle – with the following condition:

1. The applicant must submit details on the projection of the proposed canopy above the window on the east side of the building.

**OR**

Motion to **POSTPONE** the Design Review application for 151 N. Eton – Jets/Canelle – pending receipt of the following:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**OR**

Motion to **DENY** the Design Review application for 151 N. Eton – Jets/Canelle. The application does not meet the standards for Design Review.

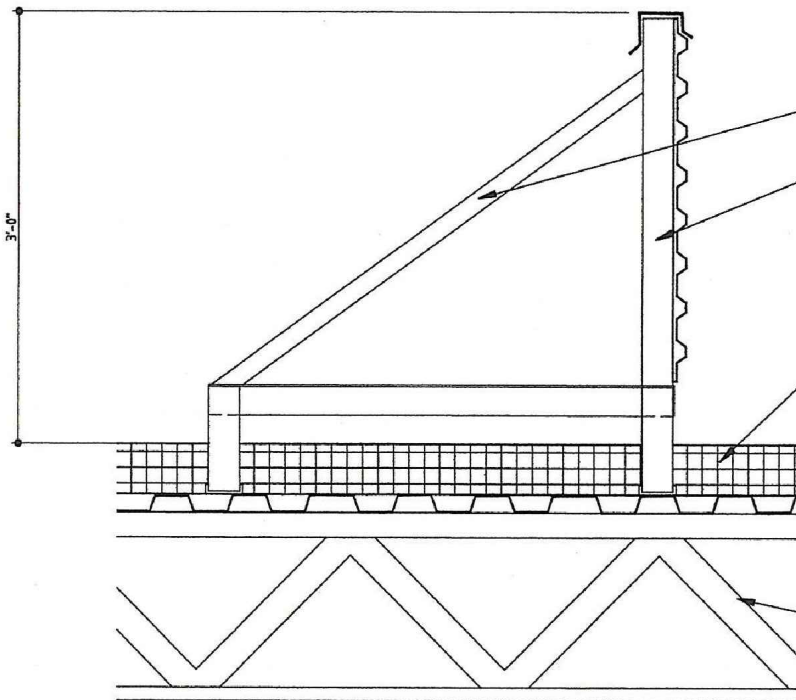
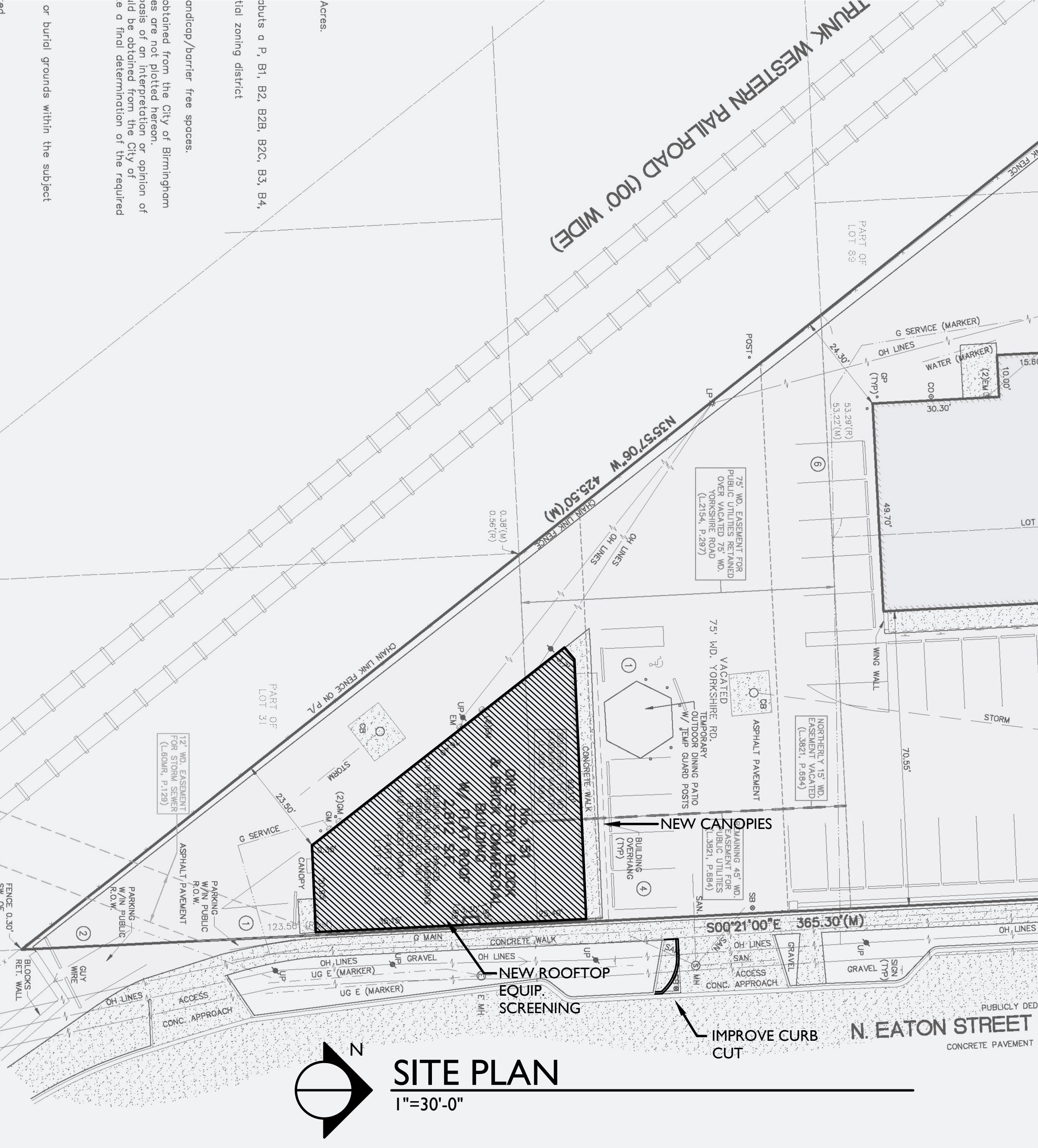




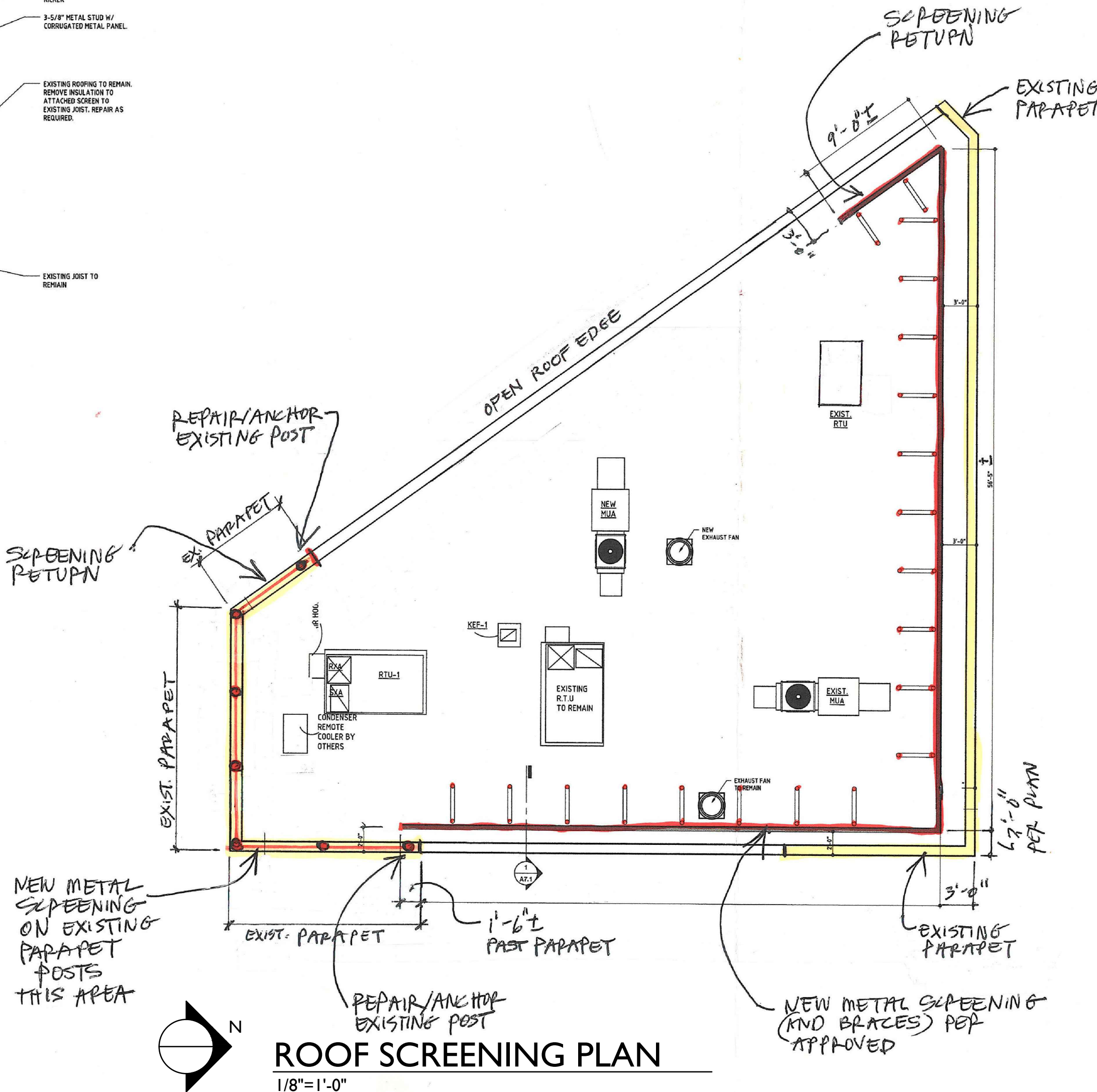
EXISTING BUILDING



PROPOSED DESIGN



1 DETAIL AT ROOF SCREENING



ROOF SCREENING PLAN

151 N. ETON BLDG.  
151 N. Eaton  
Birmingham, Mi

Glenda MEADS Architects  
114 S. OLD WOODWARD AVE, SUITE 5, BIRMINGHAM, MI 48009  
T (248) 220-4998 M (248) 514-2971 glenda@glendameads.com

SHEET TITLE

7-24-23  
PRE-LIM DESIGN  
8-31-23  
DESIGN REVIEW BOARD

A100





**AGENDA**  
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**Design Review Board Action List – 2023**

<b>Design Review Board</b>	<b>Quarter</b>	<b>In Progress</b>	<b>Complete</b>
Signs vs. Designs	1 <sup>st</sup> (January-March)	<input type="checkbox"/>	<input type="checkbox"/>
Update Sign Ordinance	2 <sup>nd</sup> (April-June)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Create New Informational Artwork for Sign Ordinance	3 <sup>rd</sup> (July-September)	<input type="checkbox"/>	<input type="checkbox"/>
Sign Ordinance Enforcement	4 <sup>th</sup> (October-December)	<input checked="" type="checkbox"/>	<input type="checkbox"/>