

**AGENDA**  
**BIRMINGHAM DESIGN REVIEW BOARD**  
**Wednesday - February 2, 2022**  
**BIRMINGHAM CITY HALL, 151 MARTIN ST, COMMISSION ROOM 205, BIRMINGHAM MI \***  
**\*\*\*\*\* 7:15 PM\*\*\*\*\***

The highly transmissible COVID-19 Delta variant is spreading throughout the nation at an alarming rate. As a result, the CDC is recommending that vaccinated and unvaccinated personnel wear a facemask indoors while in public if you live or work in a substantial or high transmission area. Oakland County is currently classified as a substantial transmission area. **The City has reinstated mask requirements for all employees while indoors. The mask requirement also applies to all board and commission members as well as the public attending public meetings.**

- 1) Roll Call
- 2) Approval of the DRB Minutes of January 19, 2022
- 3) Public Hearing
- 4) Design Review
- 5) Sign Review
- 6) Study Session
  - A. Sign Ordinance (Update)
- 7) Miscellaneous Business and Communication
  - A. Pre-Application Discussions
  - B. Draft Agenda
    1. February 16, 2022
  - C. Staff Reports
    1. Administrative Sign Approvals
    2. Administrative Approvals
    3. Action List 2022
- 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.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:2485301880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).

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

**Design Review Board  
Minutes Of January 19, 2022**

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

Minutes of the regular meeting of the Design Review Board ("DRB") held Wednesday, January 19, 2022. Vice-Chair Keith Deyer called the meeting to order at 7:55 p.m.

**1) Rollcall**

**Present:** Vice-Chair Keith Deyer; Board Members Natalia Dukas, Dustin Kolo, Patricia Lang, Julie Rasaweher; Alternate Board Members Samantha Cappello, Kathleen Kriel

**Absent:** Chair John Henke; Board Member Michael Willoughby

**Administration:** Nicholas Dupuis, Planning Director  
Laura Eichenhorn, City Transcriptionist

**01-01-22**

**2) Approval of the DRB Minutes of December 15, 2021**

**Motion by Ms. Lang**

**Seconded by Ms. Dukas to approve the DRB Minutes of December 15, 2021 as submitted.**

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Rasaweher, Lang, Cappello, Dukas, Kriel, Deyer, Kolo

Nays: None

**01-02-22**

**3) Public Hearing**

None.

**01-03-22**

**4) Design Review**

None.

**01-04-22**

**5) Sign Review**

None.

**01-05-22**

## **6) Study Session**

### **A. Sign Ordinance Update**

PD Dupuis reviewed the item. He said he hoped to bring the proposed updates to the Board for review in Summer 2022.

Vice-Chair Deyer asked that issues around wall signage and second floor signage be clarified in the updates.

PD Dupuis confirmed he would do so.

PD Dupuis invited Board members to email him about any topics in the sign ordinance that should be potentially modified. He said Board members could also make suggestions for changes to the sign ordinance during DRB meetings.

**01-06-22**

## **7) Miscellaneous Business And Communications**

Mr. Kolo raised an issue with the Hands-On Physical Therapy sign.

PD Dupuis said he had required that one of the signs on the building be removed but that he was not sure if it had been removed yet.

Ms. Dukas noted that if a tenant were about to move in on the other sign of the building they would have no room left to add signage.

PD Dupuis said he would confirm whether the signage was removed, and would require them to remove it if it had not yet been removed.

Mr. Kolo asked whether there was a potential issue with the brightness of the Evereve sign, and Vice-Chair Deyer raised a similar issue about Primo's Pizza.

PD Dupuis said he would look into it. He asked for photos of both at night if DRB members had a chance.

### **A. Pre-Application Discussions**

### **B. Draft Agenda**

### **C. Staff Reports**

#### **1. Administrative Sign Approvals**

#### **2. Administrative Approvals**

#### **3. Action List 2022**

Mr. Kolo recommended that the DRB further explore the differences between signage and design.

PD Dupuis recommended the DRB review aspects of the 2040 Plan that might pertain to the DRB. He noted that signage for commercial destinations in parks might be one item to consider.

Mr. Kolo concurred.

PD Dupuis said he would also bring the Planning Board action list to the next meeting to see if there are design-related topics the DRB could volunteer to handle. He asked DRB members to email him individually or make recommendations at the next meeting for potential additional action list items.

Vice-Chair Deyer recommended that signs in the overlay standards be reviewed further.

**01-07-22**

### **Adjournment**

#### **Motion by Ms. Lang**

**Seconded by Mr. Kolo to adjourn the DRB meeting of January 19, 2022 at 8:18 p.m.**

**Motion carried, 7-0.**

#### VOICE VOTE

Yeas: Rasawehr, Lang, Cappello, Dukas, Kriel, Deyer, Kolo

Nays: None



Nicholas Dupuis  
Planning Director



Laura Eichenhorn  
City Transcriptionist

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  - A. **Sign Ordinance (Update)**
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  - A. **Pre-Application Discussions**
  - B. **Draft Agenda**
    1. **March 16, 2022**
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    2. **Administrative Approvals**
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**Design Review Board Action List – 2022**

<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 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 type="checkbox"/>	<input type="checkbox"/>