

**CITY OF BIRMINGHAM  
 PLANNING BOARD ACTION ITEMS  
 OF WEDNESDAY, MAY 11, 2016**

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1. <b>Glazing</b>	<b>2</b>
<p>      <b>Motion by Mr. Williams</b>              <b>Seconded by Ms. Whipple-Boyce to set a public hearing for June 8, 2016 to consider the proposed changes to Article 04, Section 4.90 WN -01 and Article 07, Section 7.05 of the Zoning Ordinance to amend the glazing standards.</b></p>	<b>2</b>
<b>Motion carried, 7-0.</b>	<b>2</b>

APPROVED

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**CITY OF BIRMINGHAM  
REGULAR MEETING OF THE PLANNING BOARD  
WEDNESDAY, MAY 11, 2016  
City Commission Room  
151 Martin Street, Birmingham, Michigan**

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Minutes of the regular meeting of the City of Birmingham Planning Board held on May 11, 2016. Vice-Chairperson Gillian Lazar convened the meeting at 7:30 p.m.

**Present:** Board Members Stuart Jeffares, Bert Koseck, Gillian Lazar, Daniel Share, Janelle Whipple-Boyce, Bryan Williams; Student Representative Colin Cusimano

**Absent:** Chairman Scott Clein; Board Member Robin Boyle.

**Administration:** Jana Ecker, Planning Director  
Carole Salutes, Recording Secretary

**05-81-16**

**APPROVAL OF THE MINUTES OF THE REGULAR PLANNING BOARD MEETING  
OF APRIL 27, 2016**

Mr. Jeffares:

Page 7- Second sentence, change to "Ninety percent of what buffers the neighborhood now is either commercial or an eight-lane highway." That same paragraph, second to last line after "proposed," add "A single-family home would not receive such scrutiny by the Planning Board."

**Motion by Mr. Jeffares**

**Seconded by Mr. Koseck to approve the Minutes of April 27, 2016 as amended.**

**Motion carried, 4-0.**

VOICE VOTE

Yeas: Jeffares, Koseck, Lazar, Whipple-Boyce

Nays: None

Abstain: Share, Williams

Absent: Boyle, Clein

05-82-16

**CHAIRPERSON'S COMMENTS** (none)

05-83-16

**APPROVAL OF THE AGENDA** (no change)

05-84-16

**STUDY SESSION ITEMS**

**1. Glazing**

Ms. Ecker recalled the only changes from the last meeting were:

(1) That the board determined they would like minimum glazing required on any façade that has a public entrance, even if it is not in the front. That alteration was made to Article 4.90 WN-01 (B) Ground floor building elevations that now states "Building elevations on the ground floor that do not face a frontage line but contain a public entrance shall be no less than 30% glazing between 1 and 8 feet above grade." However, if the façade is on a frontage line and faces the street, 70% glazing is required.

(2) Also (C) Blank walls of longer than 20 ft. on the ground floor shall not face a plaza, park, parking area or public street.

For Chairperson Lazar, Ms. Ecker explained that Article 4.90 WN-01 (B) (5) means the bottom part of the window has to be in the pedestrian zone, which is no more than 3 ft. above the adjacent exterior grade.

**Motion by Mr. Williams**

**Seconded by Ms. Whipple-Boyce to set a public hearing for June 8, 2016 to consider the proposed changes to Article 04, Section 4.90 WN -01 and Article 07, Section 7.05 of the Zoning Ordinance to amend the glazing standards.**

At 7:40 p.m. there was no public to comment on the motion.

**Motion carried, 7-0.**

**ROLLCALL VOTE**

Yeas: Williams, Lazar, Jeffares, Koseck, Share, Whipple-Boyce

Nays: None

Absent: Boyle, Clein

05-85-16

## 2. Outdoor Storage and Display

Ms. Ecker thought the board is getting close to a determination on this item as well. She summarized what was discussed at the last meeting. The comments were whether ice machines and propane storage should be prohibited in the front and put around on the side or the rear of buildings. Also the board talked about simplifying the draft ordinance, eliminating the use of parking spaces for display, and requiring design review for outdoor display regardless of the use. Accordingly, the draft ordinance language has been amended to reflect the requested changes.

Further, the board had asked for examples of storage based on building frontage.

Board members agreed that ice machines and propane storage should not be between the building and any frontage line on a street. Mr. Share suggested using the term propane containers rather than tanks. Mr. Williams thought the board should only identify those items that they want to prohibit or limit, propane being one. Ms. Whipple-Boyce suggested saying that seasonal goods such as flower displays need to be on a concrete or paved surface.

Ms. Ecker noted a section had been added to the draft ordinance saying all outdoor displays at gasoline service stations are required to obtain Site Plan and Design Review. Any other outdoor displays for other principal uses on a site only have to get Design Review, which costs less. It was noted that convenience stores are offenders also and they should be required to obtain Site Plan and Design Review as well, regardless of the Zone District.

Ms. Ecker presented layouts showing how many square feet would be taken up for storage given a 1 x 1, 2 x 1 and 3 x 1 ratio of the front linear footage. The consensus was to use a .5 x 1 ratio.

**Motion by Ms. Whipple-Boyce  
Seconded by Mr. Koseck to set a public hearing to June 8, 2016 to discuss outdoor storage and display.**

Discussion considered that the ordinance amendments would only affect any new business or new storage and display unless a sunset provision is added. It was decided that issue should be sent to the City Attorney for his opinion on the use of sunset clauses and how soon a sunset clause could be invoked.

**Ms. Whipple-Boyce and Mr. Koseck withdrew their motion.**

05-86-16

## 3. Transitional Zoning (TZ-2)

Mr. Williams stated the Planning Board does not know what this new City Commission wants. Therefore, the board should see if it can agree on what the standards should be for TZ-2. Either let individual property owners come before this board to apply for rezoning to the district, or at the June joint meeting with the City Commission ask the Commission how they want to handle the various properties that were included within the previous recommendation for TZ-2. What was sent back was primarily what the uses and standards were. He thought the TZ-2 uses are more permissive now than the TZ-3 and it should be reversed. Therefore TZ-2 in relationship to TZ-3 uses should be tonight's focus. If this becomes too difficult in terms of Special Land Use Permits ("SLUPS") the buildings will either remain vacant or they won't change in accordance with what the board wants to achieve. He thinks there should be fewer SLUP requirements in TZ-3. Mr. Share raised the point that there isn't enough difference between TZ-2 and TZ-3 to spend any time saying they are different.

The board went over the uses for TZ-2 and TZ-3 to see which ones make sense and which ones can be changed to not requiring a SLUP. Consensus was as follows:

<b>TZ-2 Commercial Permitted Uses</b>	<b>TZ-3 Commercial Permitted Uses</b>
Art gallery Artisan use Bakery Bank or credit union (no drive-through) Bookstore Boutique Coffee Shop Delicatessen Drugstore (limited by size restriction) Drycleaner pickup Gift shop/flower shop Hardware (limited by of size restriction) Jewelry store Office (limited by size restriction) Specialty food shop Tailor	Art gallery Artisan use Bank or credit union (no drive-through) Bakery Barber/beauty salon Bookstore Boutique Coffee shop Delicatessen Drugstore (limited by size restriction) Drycleaner pickup Gift shop/flower shop Hardware (limited by size restriction) Health club/studio Jewelry store Convenience store Office (limited by size restriction) Specialty food shop Tailor

<b>TZ-2 Uses Requiring a SLUP</b>	<b>TZ-3 Uses Requiring a SLUP</b>
Any permitted commercial use with interior floor area over 3,000 sq. ft. per tenant  Assisted living Bank or credit union (w/drive-through) Barber/beauty salon Church and religious institution Essential services	Any permitted commercial use with interior floor area over 4,000 sq. ft. per tenant  Assisted living Bank or credit union (w/drive-through) Church and religious institution Drycleaner with a plant Essential services

Church and religious institution Government office/use Health club/studio Independent senior living	Food and drink establishment Government office/use Grocery store Hospice facility Independent senior living  Parking structure School – private and public Skilled nursing facility Veterinary clinic
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Board members were in agreement with talking to the City Commission at the June 20 joint meeting about tweaking TZ-3 somewhat. Present the chart along with definitions. The Planning Board has been responsive to the neighbors throughout the study, so Ms. Ecker agreed to go back and figure out what uses the board has outlawed starting from the beginning of the O-1 and O-2 study.

**05-87-16**

**4. Wayfinding Update**

Ms. Ecker advised the City of Birmingham proposed a series of neighborhood identification signs as a part of the City Wayfinding and Signage Design Program. To date, gateway signage has been installed at several primary and secondary gateways into the City; however there have not been any neighborhood identification signs installed so far.

Requests have recently been made for the City to provide neighborhood identification signs to individual neighborhoods as recommended in the Wayfinding Plan. So Staff put together a draft policy for consideration by the City Commission. If the neighborhood association votes to approve the location and to set aside some money to pay for one or more signs then the City of Birmingham would fund and supply one neighborhood identification sign per qualified neighborhood association provided that the neighborhood association also provides funding for one or more neighborhood identification sign(s). Once the funds from the neighborhood association have been paid to the City, the City could then purchase two neighborhood identification signs to be installed within the neighborhood.

The City Commission sent this matter to the Planning Board for further study and direction.

Mr. Koseck’s opinion was that the pictures show that the signs add to clutter. Ms. Ecker noted that since all houses in the City are not in a specific neighborhood association, that confuses it further. Ms. Whipple-Boyce thought the Wayfinding Plan needs to be re-visited, and along with that branding of the City should be addressed. She volunteered to work on that, but doesn’t expect that labeling the neighborhoods will be the result.

Mr. Jeffares thought that neighborhood identification signs would offer a sense of community. Maybe something could be done with the existing street signs. Mr. Share did not understand what the **purpose** point of having a neighborhood sign is. Until that determination exists, he did not know how this board could effectively analyze anything about it. Vice-Chairperson Lazar thought this type of signage almost seems like competitiveness. Further, it misconstrues the term wayfinding.

**05-88-16**

**MEETING OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA** (no public was present)

**05-89-16**

### **MISCELLANEOUS BUSINESS AND COMMUNICATIONS**

a. Communications

Ms. Ecker advised the City Commission has sent the height of railings on outdoor dining platforms to the Planning Board for discussion. Board members agreed that the railings around platforms should be lower to improve the experience for diners.

b. Administrative Approval Correspondence

- 2400 E. Lincoln St., The Sheridan at Birmingham – Design and material changes.
- 559 W. Brown St., - Request to add two (2) dormers east and west side as originally proposed on Preliminary Site Plan Approval.
- 480 Pierce, Munder Bldg. – Replacing exposed aggregate.
- 33779 Woodward Ave. – Revised screening and landscaping.

c. Draft Agenda for the Regular Planning Board Meeting on May 25, 2016

- 856 N. Old Woodward Ave., Revised Preliminary Site Plan.
- Townsend Hotel, Final Site Plan and SLUP for 30 sq. ft. addition to fill in the Corner Bar and make it into meeting rooms and private dining space.
- 748-750 Forest, Preliminary Site Plan Review & CIS - first-floor office use and residential.

d. Other Business (not discussed)

**05-90-16**

## PLANNING DIVISION ACTION ITEMS

- a. Staff report on previous requests (none)
- b. Additional items from tonight's meeting (none)

**05-91-16**

## ADJOURNMENT

No further business being evident, board members motioned to adjourn at 9:46 p.m.

Jana Ecker  
Planning Director

APPROVED