

Present: Chairperson Westerlund, Secretary Copeland, Members: Harper, Trust and Ross

Absent: Vice-Chairperson Dillard-Russaw, Members: Campbell, Lucas and Erickson

Also Present: Planning and Economic Development Director, Stec
Planning Consultant, Borden
Village Manager, Rothe
Councilmember, Abboud
Councilmember, Hrydziusko
Councilmember, O’Gorman
Councilmember, Kecskemeti
Recording Secretary, Williams

ROLL CALL/CALL TO ORDER

Chairperson Westerlund called the regular Planning Commission meeting to order at 7:03 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025.

Motion by Harper second by Trust, to excuse Dillard-Russaw, Campbell, and Lucas, as they provided notice of their absence.

APPROVAL OF AGENDA

Motion by Ross, second by Trust, to approve the agenda as published.

Motion passed.

APPROVAL OF MINUTES

Westerlund made comments regarding the minutes that were drafted for the November 11, 2025, Planning Commission meeting.

Revisions to the description of the sign permit request for Dollface to remove references to monument sign modifications and clarify that the action was approval of a proposed wall sign, not a recommendation.

Correction of case designation error on page two.

Clarification of architectural terminology, replacing references to “textured brick face” and “soldier course brick” with “split face block” or “texture block” as applicable.

Motion by Trust, second by Harper, to approve the minutes of November 19, 2025, Planning Commission meeting minutes with the noted revisions and amendments.

Motion passed.

PUBLIC COMMENTS ON ITEMS NOT ON PUBLISHED AGENDA

None

NEW BUSINESS

THESE DRAFT MINUTES ARE NOT OFFICIAL AND HAVE NOT BEEN APPROVED.

- A.** PC CASE: 26-01-01 Sign Permit
 LOCATION: 18200 W. 13 Mile Rd
 PARCEL ID: TH-24-02-480-005
 ZONING: O-1 Office District and Village Center Overlay District
 PETITIONER: Darius Parks, Harmony Village
 OWNER: 3S Group
 REQUEST: Seeking approval for a face change to the existing monument sign.

Stec presented a request for a sign-face change to an existing monument sign at 18200 W. 13 Mile Road due to a change in ownership and rebranding to Harmony Village. No structural changes or illumination were proposed. Stec noted the sign complies with size standards and that the Planning Commission has discretion to allow the proposed color scheme.

Darius Parks, Administrator for Harmony Village, addressed the commission and explained that the signage update was intended to reflect consistent branding following the company’s acquisition by Certis. He confirmed that the sign would not be illuminated and that only the vinyl face would be replaced.

The Commission’s discussion focused on clarification of application details, including confirmation that the sign would not be internally illuminated, and whether the color scheme constituted more than three colors under the ordinance. Commissioners noted that there was minimal visual impact of the additional logo colors.

Motion by Ross, second by Trust, to approve the sign permit application for PC Case 26-01-01 Harmony Village, located at 18200 W. 13 Mile Road, for a face change to the existing monument sign. Allowing the color scheme as proposed and that the sign will not be illuminated as per the proposed proposal.

Motion passed.

- B.** PC CASE: 26-01-02 Special Land Use & Site Plan Approval #1
 LOCATION: 22305 W. 13 Mile Rd- SW corner of 13 Mile and Lahser
 PARCEL ID: TH-24-09-226-006
 ZONING: R-1, Single Family
 PETITIONER: Rich Houdek, Grissim Metz Andriese Associates
 OWNER: Detroit Country Day School
 REQUEST Seeking a favorable recommendation for Special Land Use and Site Plan Approval for proposed improvements to their Athletic Complex.

Stec presented a request for special land use and site plan approval for Phase 1 improvement to the Detroit Country Day School athletic complex, limited to the football field and track area. Phase 2, addressing traffic circulation at the front of the school, will be reviewed at a later date.

Rich Houdek, architect for the project, outlined the proposed improvements which include replacement of the track and synthetic turf field, new LED field lighting, relocation and enlargement of the scoreboard to the east end of the field to improve sightlines and reduce sound

and light impacts, new bleachers with ADA access, ADA upgrades to the concession and locker facilities, pedestrian walkway and plaza improvements, new pavilion shade structures, an alumni gathering area, landscaping enhancements, and underground stormwater detention. Fire lane access and clearances will be maintained.

Borden reviewed the request, noting the R-1 zoning requires special land use approval, with the Planning Commission making a recommendation to Village Council. The project generally meets special land use standards, subject to conditions.

Borden explained that the key issues include minimizing tree removal for the relocated scoreboard, potential lighting and noise impacts on nearby residences related to the scoreboard, and compliance with final engineering requirements. Photometric and sound impact images were submitted for review in response to the review letter. Certain lighting elements exceed ordinance standards and may require Commission discretion. The Commission should discuss whether the decorative elements (i.e. school logos) are contrary to the sign ordinance standards and will require a variance. The scoreboard will require ZBA variances under the sign ordinance.

The commission confirmed separate recommendations for special land use and site plan approval.

Westerlund opened the public hearing was opened at 8:05 p.m.

Stec stated that she was sent one comment from a resident asking for clarification on the sound system. Stec informed the resident that this information has been requested from that applicant, and staff is anticipating the need to go to the ZBA for approval. Stec stated the resident did not specify whether they were in favor of the request or not.

Westerlund closed the public hearing at 8:07 p.m.

The Commission reviewed the proposed athletic complex improvements, with discussion focused on potential noise and lighting impacts from the proposed scoreboard, including speaker direction, sound reflection, frequency of use, and proximity to nearby residences. Additional concerns included scoreboard height and visibility from 13 Mile Road, roadway and site elevations, and potential tree removal.

Field and pathway lighting were generally found to be compliant. Commercial advertising on the scoreboard was confirmed to be removed. Questions were raised regarding whether proposed logos and banners constitute signage under the ordinance.

Motioned by Trust, second by Harper, to table until a future meeting in order for the applicant to provide the following:

1. Elevations of 13 Mile and Lahser Roads
2. Detailed sound study that identifies both existing speakers and proposed speakers, and the sound that reverberates on the campus, as well as outside the confines of the campus
3. Total amount of trees to be removed to accommodate the scoreboard

Motion Passed

C. JOINT MEETING WITH VILLAGE COUNCIL

The Planning Commission convened a joint meeting with the Village Council at 8:47 p.m. Stec presented the 2025 Annual Report noting that 10 meetings were held, three commissioner changes, actions on site plans, special land uses, fence and sign permits, one re-zoning for a new park, and updates to fences, generators and the animal ordinance.

Stec announced that looking ahead, the Commission plans a master plan update, zoning ordinance overhaul, and development of standards for trailers, garages, dumpsters, and temporary storage, with short-term rentals currently prohibited under zoning.

Stec described the progress on Redevelopment Ready Communities (RRC) including pre-application meetings, site plan approvals, and internal review processes. The remaining items are tied to the Master Plan and Zoning which will be addressed with the updates. The goal is to meet “Certified” or “Aligned” standards.

Motion by Harper, second by Trust, to accept the 2025 Planning Commission Annual Report, and forward it to Village Council.

Stec explained that the Master Plan will address housing variety, sustainability and stormwater management, transition zones at key intersections, demographics, land use, complete streets, and potentially a woodland ordinance.

Rothe, Village Manager, emphasized that the upcoming Master Plan update will be intentionally paired with a comprehensive Zoning Ordinance rewrite. The Master Plan will establish community goals, followed by zoning updates to implement those goals through enforceable regulations. One consultant is expected to be selected to assist with both efforts with the Master Plan anticipated in 2026 and the Zoning Ordinance in 2027, though some zoning updates may occur concurrently. Minor zoning amendments may be addressed sooner, while broader policy areas such as sustainability and stormwater regulations will be addressed during the zoning ordinance phase.

PUBLIC COMMENTS

None

LIAISON COMMENTS

None

STAFF COMMENTS

Stec reported that an updated and more comprehensive survey related to the intersection study has been developed in coordination with the project engineers. The survey is expected to be released by the end of the week and will be distributed to gather public feedback on the intersection. The survey will be administered via SurveyMonkey and will track IP addresses to ensure more reliable results.

COMMISSIONER COMMENTS

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Harper complemented the new sidewalks throughout the village. She suggested enforcement action from the Village or incentives for homeowners to clear their sidewalks so they are safe to walk on during the winter months.

CORRESPONDENCE

None

ADJOURNMENT

Motion by Harper, second by Ross, to adjourn the meeting at 9:47 p.m.

Motion passed.

Patrick Westerlund
Chairperson

Carissa Brown
Village Clerk

Lydia Williams
Recording Secretary