

Present: Chairperson Westerlund, Vice-Chairperson Dillard-Russaw,
Members: Harper, Lucas, Erickson

Absent: Secretary Copeland, Members: Campbell, Ross, Trust

Also Present: Planning and Economic Development Director, Stec
Planning Consultant, Borden
Recording Secretary, Williams

ROLL CALL/CALL TO ORDER

Chairperson Westerlund called the regular Planning Commission meeting to order at 7:02 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025.

Motion by Erickson, second by Harper, to excuse Secretary Copeland, Members: Campbell, Ross, and Trust, as they provided notice of their absence.

Motion passed.

APPROVAL OF AGENDA

Motion by Dillard-Russaw, second by Harper, to approve the agenda as published.

Motion passed.

APPROVAL OF MINUTES

Motion by Dillard-Russaw, second by Erickson, to approve the minutes of the January 28, 2026 Planning Commission meeting.

Motion passed.

PUBLIC COMMENTS ON ITEMS NOT ON PUBLISHED AGENDA

None

OLD BUSINESS

A. 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-A, 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 minus the scoreboard.

Stec explained that the application had previously been tabled to allow for further study of the potential sound and visual impacts of the proposed scoreboard. The applicant removed the scoreboard from the current proposal to allow the additional time to address concerns.

Stec further explained that, although the ordinance does not clearly address institutional developments of this scale, school achievement banners qualify as exempt signage under Section 46-426, provided they meet size limits and highlight student accomplishments. She highlighted the “Purpose and Intent” clause when considering the logos and artwork. The ordinance primarily applies to signage in the public realm- identifying and locating businesses, rather than internal site features. The proposed interior logos are intended to create a unique sense of place and reinforce the school brand and sense of community. As a result, the interior logo elements were not considered to conflict with Section 46-422.

Similarly, the proposed sculpture was not identified as an issue, as the ordinance maintains minimal standards related to art beyond limited references to murals. Overall, Stec expressed comfort with the proposed signage and artistic elements.

Houdek provided an overview of the remaining project elements, including pedestrian walkway and plaza improvements, ADA accessibility upgrades, replacement of the track and synthetic turf field, upgraded LED field lighting, expanded bleachers, landscaping enhancements, and the addition of an alumni gathering area and related architectural features.

Commissioners generally supported referring signage-related elements to the Zoning Board of Appeals for further consideration.

Houdek confirmed that emergency vehicle access would be maintained, lighting would be improved through more efficient fixtures, and any tree removal would be mitigated through relocation or replacement plantings.

Motion by Dillard-Russaw, second by Harper to recommend approval of the site plan dated December 25, 2026, for Athletic Complex improvements at Detroit Country Day School (22305 W. 13 Mile Rd), ensuring that all references to the proposed scoreboard are removed. Further, recommend approval of the Special Land Use to Village Council, and refer all signage-related matters to the Zoning Board of Approvals, and condition approval on final engineering and all required agency reviews for Area Two, as outlined in the submitted documents.

Motion passed.

NEW BUSINESS

None

PUBLIC COMMENTS

None

LIAISON COMMENTS

None

STAFF COMMENTS

Stec provided updates on the Master Plan and Zoning Ordinance rewrite, noting that a request for proposals was issued on February 11, 2026, with responses due March 11, 2026, and that the combined effort is expected to take approximately 18-24 months.

Stec also noted that the American Planning Association annual conference will be held in Detroit from April 25-28, 2026, at Huntington Place.

Stec stated that the Southfield Road and Beverly Road intersection study is underway, beginning with a public survey that is open until March 6th, 2026. As of this meeting, 636 responses have been received, and the public was encouraged to continue sharing the survey. Additional public input will also be gathered through future in-person meetings.

COMMISSIONER COMMENTS

Harper asked about the enforcement of short-term rentals (STRs) after the subcommittee was disbanded.

Stec explained that enforcement has not yet begun and that Administration is working on updating the rental ordinance, including definition changes to clearly distinguish rental types. The draft ordinance is expected to go to Council by April. Stec also confirmed that the attorney and Village Manager have approved beginning STR enforcement and that the public may report potential STR activity to the Code Enforcement Officer.

CORRESPONDENCE

Stec requested the commission to notify her of any training sessions they would like to participate in.

ADJOURNMENT

Motion by Dillard-Russaw, second by Erickson, to adjourn the meeting at 7:53 p.m.

Motion passed.

Patrick Westerlund
Chairperson

Carissa Brown
Village Clerk

Lydia Williams
Recording Secretary