



Council Chamber, 18500 W 13 Mile Rd, Beverly Hills, MI 48025-5262

PLANNING COMMISSION MEETING

WEDNESDAY, APRIL 22, 2026 at 7:00 PM

AGENDA

1. **Call meeting to order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Minutes**
 - A. 2026 03 25 PC Minutes
5. **Public comments on items not on the published agenda**
6. **Old Business**
7. **New Business**
 - A. Sign Permit — Detroit Country Day School Scoreboard
8. **Public Comments**
9. **Liaison Comments**
10. **Staff Comments**
11. **Commissioner Comments**
12. **Correspondence**
13. **Adjournment**

The Village of Beverly Hills will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the Village. Individuals with disabilities requiring auxiliary aids or services should contact the Village Clerk by writing 18500 W. Thirteen Mile, Beverly Hills, MI 48025 or calling (248) 646-6404.

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Commission agendas, packets, and
minutes.*

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view current and past meeting
materials.*



Present: Chairperson Westerlund, Vice-Chairperson Dillard-Russaw, Members: Campbell, Erickson, Lucas, and Trust

Absent: Secretary Copeland, Members: Harper, and Ross

Also Present: Planning and Economic Development Director, Stec
Planning Consultant, Borden
Council Liaison, O’Gorman
Recording Secretary, Williams

ROLL CALL/CALL TO ORDER

Chairperson Westerlund called the regular Planning Commission meeting to order at 7:00 p.m. in the Village Council Chambers located at 18500 W. Thirteen Mile Road, Beverly Hills, MI 48025.

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

APPROVAL OF AGENDA

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

Motion passed.

APPROVAL OF MINUTES

Motion by Dillard-Russaw, second by Trust, to approve the minutes of the February 25, 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 motion adopted at the previous meeting was procedurally incorrect. Specifically, the Planning Commission serves as the approving authority for site plans but only as a recommending body for special land uses. As a result, the prior combined motion needed to be rescinded and replaced with separate, properly structured motions. This action needed to be

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

performed by a commission member that was present at the last meeting and voted “Yes” on the previous motion.

Motion by Dillard-Russaw, second by Lucas, to rescind the motion made during the February 25, 2026 Planning Commission meeting to recommend approval of the site plan dated December 18, 2025, for the 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.

Stec provided clarification regarding signage associated with the project, including banners, logos, and a sculptural element. Based on further review with the Village Attorney, it was determined that student achievement banners qualify as exempt signage under the ordinance, Section 46-426, and do not require Planning Commission approval, nor a permit. The remaining elements—logos affixed to columns and a freestanding sculptural sign—were determined to follow Section 46-422 (Purpose and Intent), as they are in the interior of the property and used for wayfinding purposes. As these sign types are not adequately defined, the logos and sculpture fall under Section 46-425(b) and are subject to Planning Commission review and approval.

Commissioners discussed visibility, intent, and consistency with the ordinance, noting that the signage was internal to the site, not visible from the public right-of-way, and primarily served branding and placemaking purposes rather than advertising.

Stec also communicated that the scoreboard will be reviewed and submitted separately, any motions made today do not include the scoreboard.

Motion by Campell, second by Trust, to approve the site plan dated December 18, 2025, submitted by the applicant for the Athletic Complex improvements at Detroit Country Day School, subject to the conditions that all references to the proposed scoreboard are removed from the plans and that final engineering review and approval for Area Two, along with any required agency reviews are completed.

Westerlund	Yes
Dillard-Russaw	Yes
Campbell	Yes
Erickson	Yes
Lucas	Yes
Trust	Yes

Motion Passed

Motion by Dillard-Russaw, second by Lucas, to recommend approval of the Special Land Use to the Village Council for the proposed Athletic Complex improvements at Detroit Country Day School (22305 W 13. Mile Rd).

Westerlund	Yes
Dillard-Russaw	Yes
Campbell	Yes
Erickson	Yes
Lucas	Yes
Trust	Yes

Motion Passed

Motion by Campbell, second by Trust, to recognize the banners as exempt signage under the condition that they are limited to recognizing student achievement, and to further recognize the logos on the columns, the sculptural element, and associated banners as undefined signs under the Sign Ordinance (Section 46-425(b)). As such, approve these elements on the basis that they meet the Purpose and Intent of the ordinance.

Westerlund	Yes
Dillard-Russaw	Yes
Campbell	Yes
Erickson	Yes
Lucas	Yes
Trust	Yes

Motion Passed

NEW BUSINESS

None

PUBLIC COMMENTS

None

LIAISON COMMENTS

None

STAFF COMMENTS

Stec informed the commission that the terms of Commissioners: Dillard-Russaw, Campbell and Copeland are expiring, and each will receive a reappointment application by mail.

Stec announced that seven (7) proposals were received for the Master Plan and Zoning Ordinance rewrite. The proposals are currently under review, with the intent of narrowing the field down to approximately three firms for interviews. The submissions include a mix of in-state and out-of-state firms. Stec indicated a goal of presenting recommendations to the Village Council at its first meeting in April, with interviews anticipated prior to that if feasible.

COMMISSIONER COMMENTS

None

CORRESPONDENCE

None

ADJOURNMENT

Motion by Dillard-Russaw, second by Trust, to adjourn the meeting at 7:34 p.m.

Motion passed.

Patrick Westerlund
Chairperson

Carissa Brown
Village Clerk

Lydia Williams
Recording Secretary



Agenda Item Summary

To: Planning Commission
From:
Re: *New Business - A. Sign Permit — Detroit Country Day School Scoreboard*
Date: April 22, 2026 - [Click to View Agenda](#)

Summary:

Consideration of a new scoreboard was originally contemplated earlier this year as part of Detroit Country Day School's initial site plan & special land use application. Following significant discussion regarding the potential sound and visual impacts on the surrounding properties, the scoreboard was removed from the initial submission in order to move the remaining elements forward. The scoreboard was then submitted as a separate application for Planning Commission consideration.

As noted in the attached planning consultant review letter, the only reference to scoreboards is in the Sign Ordinance, and as such, the Planning Commission will be reviewing the proposed scoreboard under the standards in Section 46-426 and Section 46-425(b).

Additionally, as a result of the discussion at the January Planning Commission meeting, the applicant conducted a sound study as the original scoreboard proposal included an integrated sound system. The results of that sound study prompted Detroit Country Day School to rethink the integrated sound system, and they have since decided to upgrade their existing PA system. The results of the sound study are included for reference. Please note that this is considered a repair and maintenance item, and is not subject to Planning Commission review and approval.

Recommendation:

Attachments:

1. DCDS scoreboard PC
2. DCDS-Scoreboard Site Plan_03-13-2026
3. DCDS-Scorboard_03-13-2026
4. DCDS_Scoreboard Aerial Overlay_03-13-2026
5. DCDS-Scoreboard Illumination levels
6. DCDS-Soundscape Noise Model_03-13-2026
7. DCDS-Electro Voice Sound System_3-13-2026

8. Sign Permit application_DCDS

April 16, 2026

Planning Commission
Village of Beverly Hills
18500 W. 13 Mile Road
Beverly Hills, MI 48025

Attention:	Susie Stec, Planning and Zoning Administrator
Subject:	Detroit Country Day – Sign Review (new scoreboard for northerly athletic field)
Location:	22305 West 13 Mile Road – southwest corner of the 13 Mile and Lahser intersection
Zoning:	R-1 Single Family Residential District

Dear Commissioners:

At the Village’s request, we have reviewed the submittal materials (plans, studies, and photos) from Detroit Country Day School for a new scoreboard for the northerly athletic field/stadium.

The existing scoreboard, which is in the southwest corner of the field, will be removed as part of this project. For the Commission’s consideration, the existing scoreboard is 300 square feet in area (25’ x 12’) with a height of 22.5’.

The only references to athletic field scoreboards are contained in the Village’s sign regulations found in Article X of the Village Zoning Ordinance.

Specifically, Section 46-426 reads as follows:

Athletic scoreboards are exempt if all of the following conditions are met:

- 1. The total square footage for all athletic scoreboards within an individual athletic facility, such as a football or soccer stadium or a baseball or softball field, shall not exceed 200 square feet;*
- 2. There is no commercial advertising;*
- 3. An electronic changeable message sign shall not be included; and*
- 4. No smoke, fireworks or other special effects that have an off-site impact shall be produced.*

The proposal entails the following:

- A 589.5 square foot scoreboard that is 31.4’ in height.
- No commercial advertising is proposed.
- The scoreboard includes 476 square feet of digital display area.
- No special effects with an off-site impact are proposed. This includes removal of the sound system previously proposed.

As such, the request is not exempt from the sign regulations and requires Planning Commission review/approval; however, there are no other regulations specific to this type of sign.

Accordingly, Section 46-425(b) states that *a type of sign not explicitly defined in Section 46-423 must be approved by the Planning Commission before a permit shall be issued.*

Therefore, Planning Commission approval is required for the scoreboard in a similar manner to the March 2026 review of the banners, logos, and sculpture.



Aerial view of site and surroundings (looking north)

The proposed scoreboard is set back approximately 130' from 13 Mile Road and 160' from Lahser Road and is angled inward towards the stadium stands/press box.

A lighting study included with the submittal depicts little to no illumination at property lines and the proposed location (now inside the track) is buffered by existing mature trees along both road frontages.

Based on the information provided, our primary concerns are:

- The height of the scoreboard in relation to the grade elevation of both roadways; and
- Potential visual distractions for vehicles traveling east on 13 Mile Road towards the school.

In response, the applicant provided the following information:

- The grade elevation at the proposed location is approximately 690.0.
- Based on this grade and the height of the scoreboard, the top will sit at a grade elevation of approximately 721.4.
- The grade elevation of the roadway in this area is approximately 704.0.
- Accordingly, the top of the scoreboard will be approximately 17.3' above the grade of the roadway.
- The trees in this area of the property are 30' or more above the grade elevation of the roadway.

Any additional information the applicant can provide to address these points would be helpful for this review process. The applicant must also address any additional comments/concerns raised by the Planning Commission and/or Village staff.

Should you have any questions concerning this matter, please do not hesitate to contact our office.

Respectfully,
SAFE BUILT

A handwritten signature in black ink that reads "Bri V Borden".

Brian V. Borden, AICP
Planning Manager



DETROIT COUNTRY DAY SCHOOL



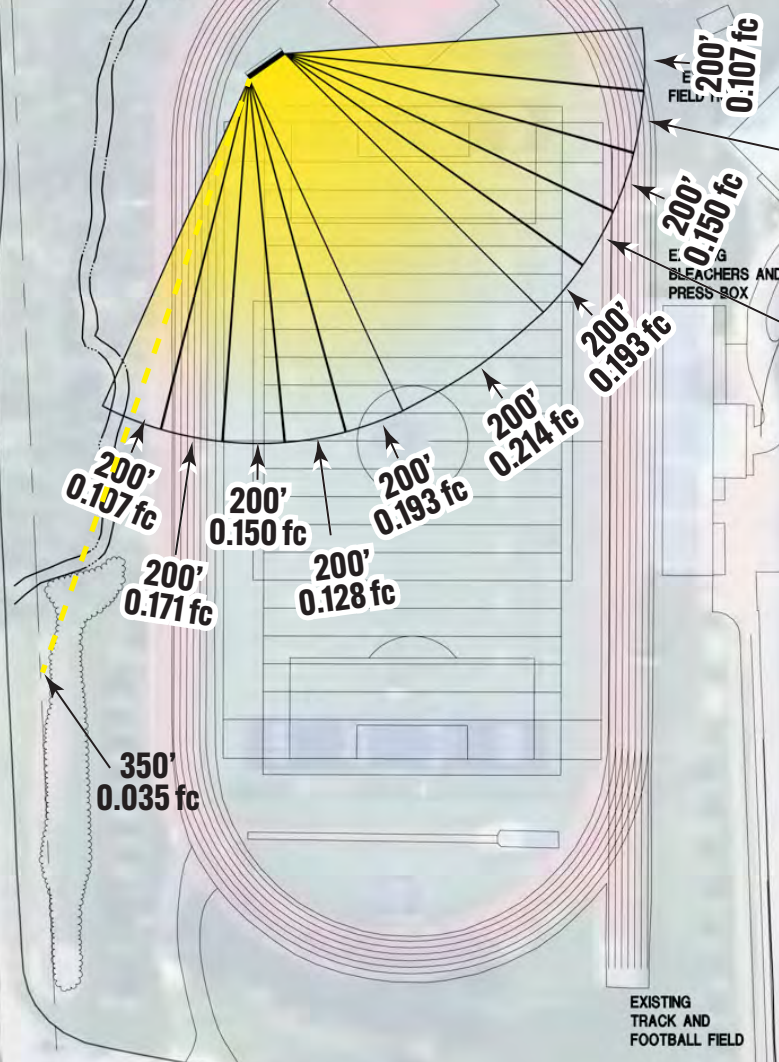
DIGITAL SCOREBOARDS

R-1 ZONING

13 MILE RD.

PROPERTY LINE

Mile Rd



LIGHTING ANALYSIS

25.196' x 18.897'
DIGITAL DISPLAY

22305 W. 13 Mile Rd • Beverly Hills, MI

fc = Foot Candles | Calculations based on 200 nit, 100% white at night
Foot Candle - the illumination produced by a source of one candle at a distance of one foot and equal to one lumen incident per square foot





OUTDOOR

25.196' x 18.897'
DIGITAL DISPLAY

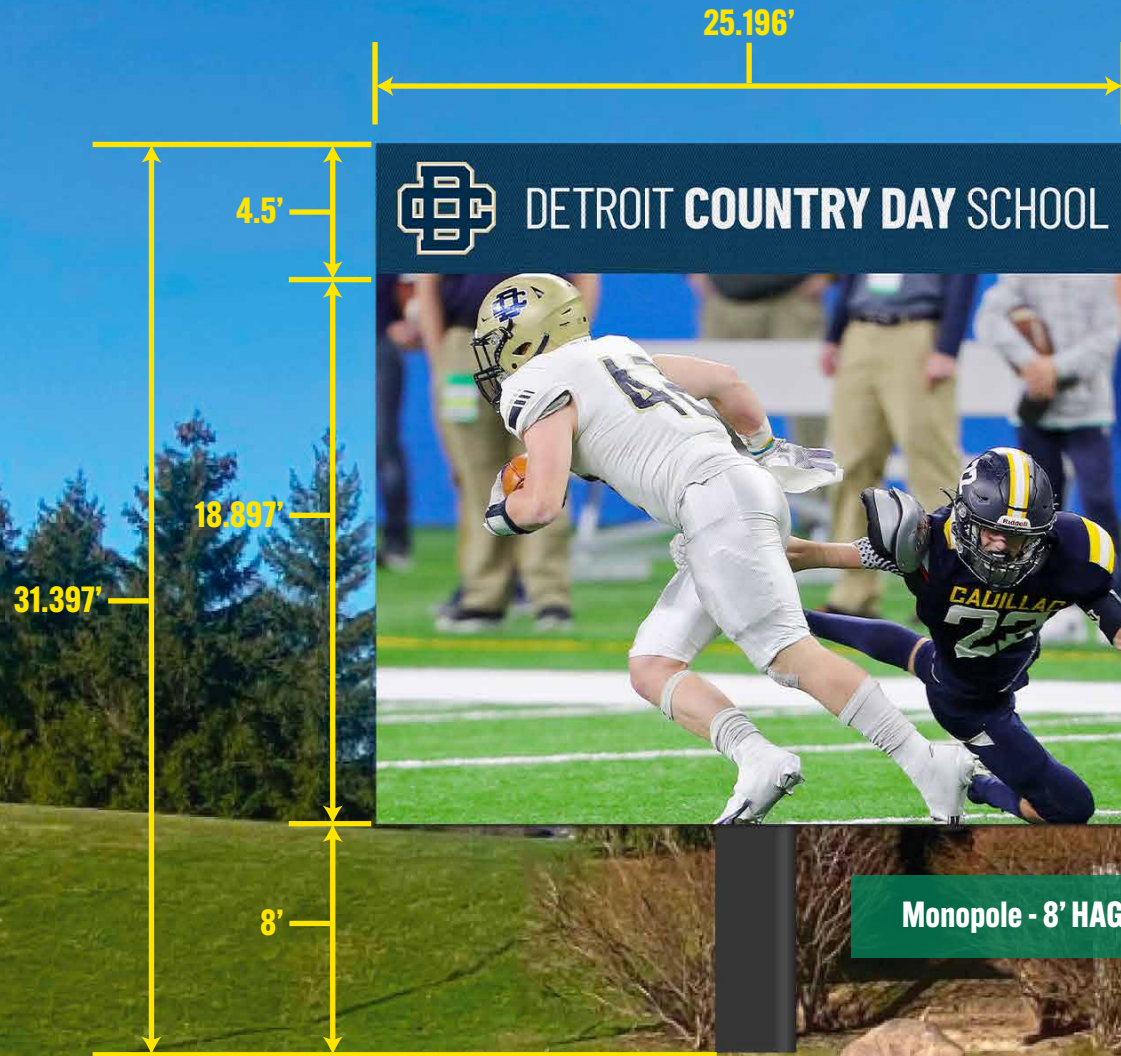
PACKAGE INCLUDES

- Digital Display
- 25.196' x 4.5' Decorative Mesh
- Monopole w/ 8' HAGL

- Hardware & Software Suite
- Powered by ScoreVison®
- Industry's Best Warranty

- 7 Day a Week Support Center





DETROIT COUNTRY DAY SCHOOL



25.196' x 4.5' Decorative Mesh

25.196' x 18.897' Digital Display

Monopole - 8' HAGL

OUTDOOR

25.196' x 18.897'
DIGITAL DISPLAY

PACKAGE INCLUDES

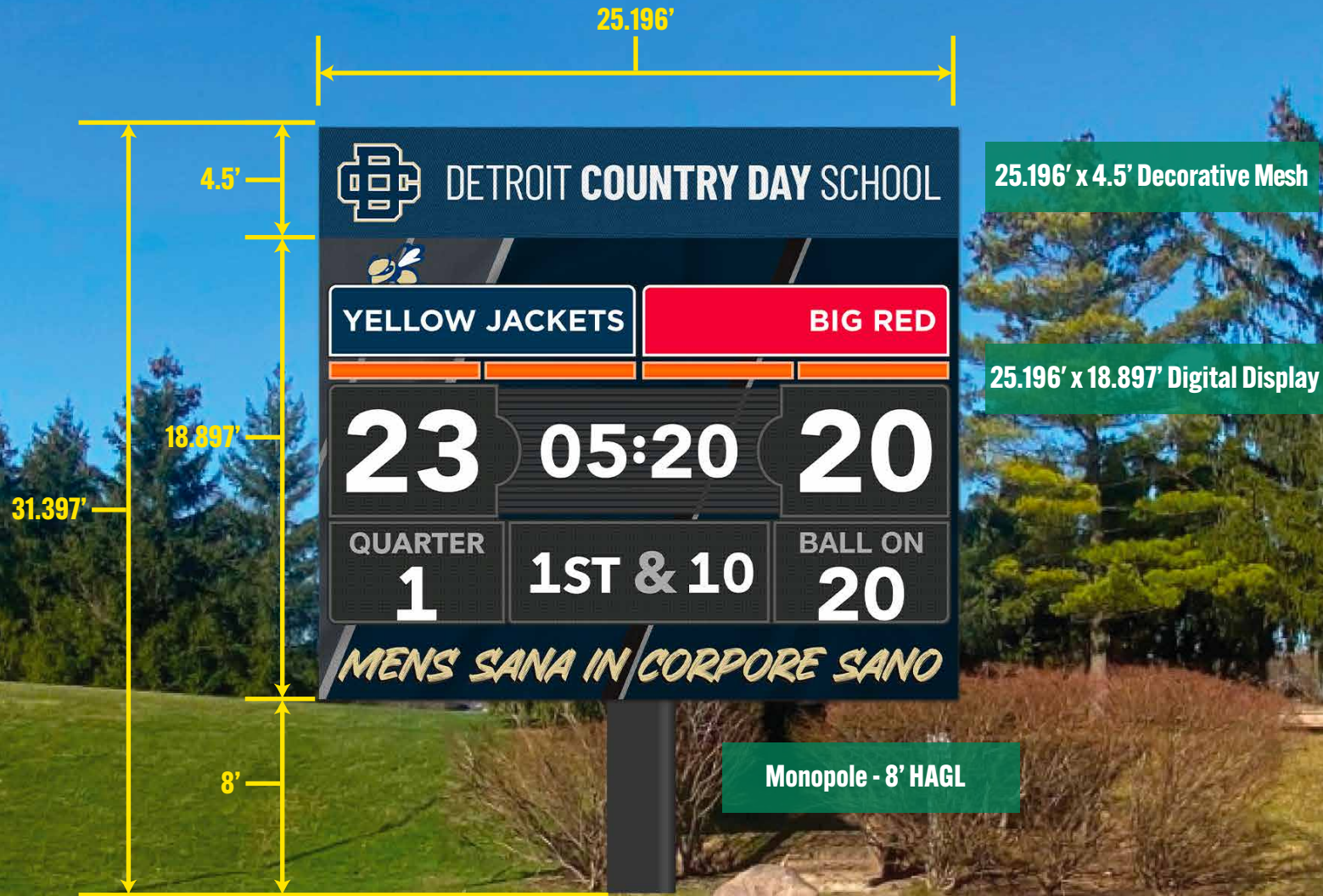
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DIGITAL SCOREBOARDS



OUTDOOR

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DIGITAL DISPLAY

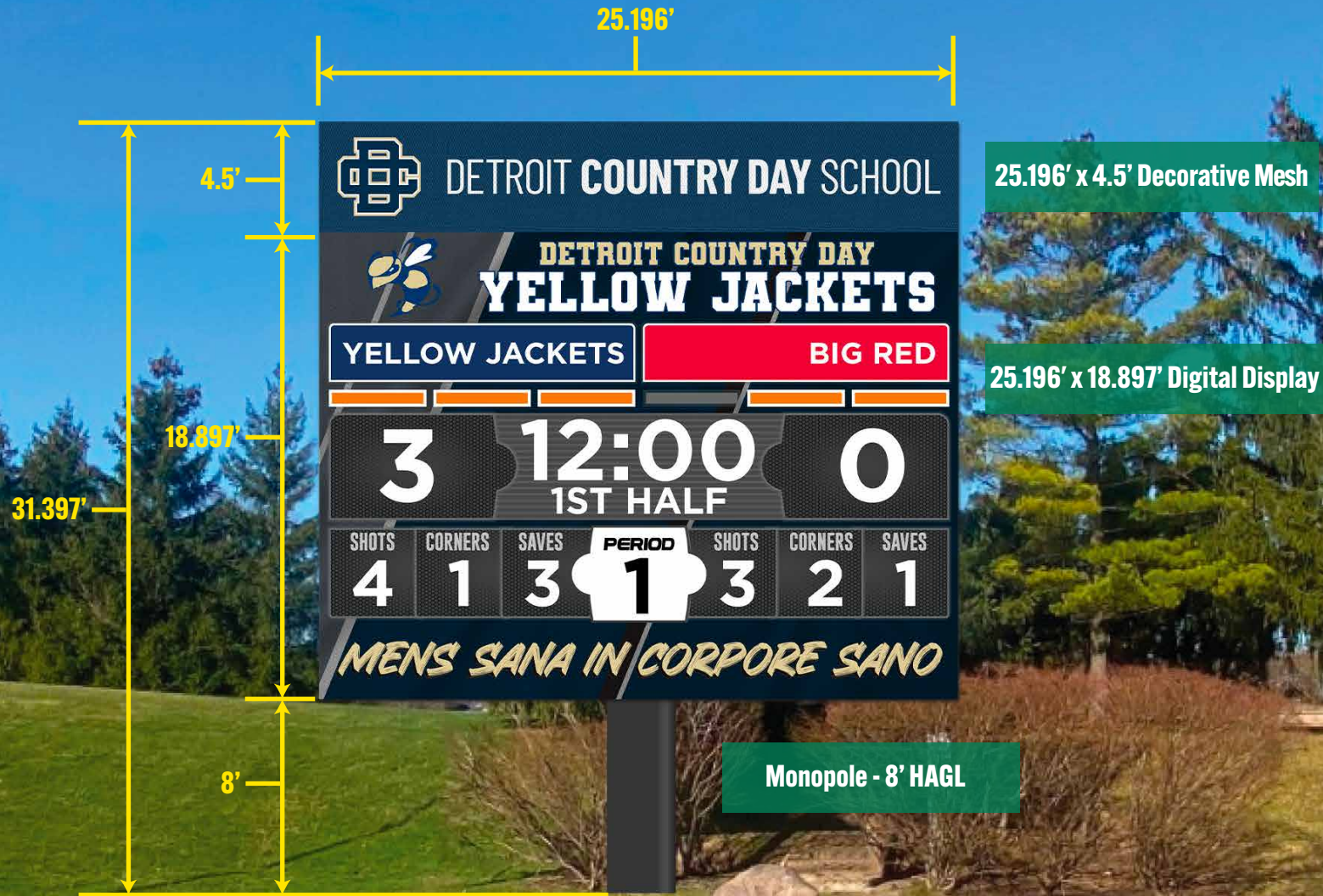
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DIGITAL SCOREBOARDS

VALUE • AFFORDABILITY • PERFORMANCE • POTENTIAL

Your single source partner for all of your digital display and scoring needs

BETTER PORTFOLIO:

UNLIMITED DIGITAL AND NON-DIGITAL PRODUCTS TO MEET YOUR SPECIFIC NEEDS

BETTER PROCESS:

CONSULTATION, DESIGN, MANUFACTURING, INSTALLATION & SERVICE

BETTER WARRANTY:

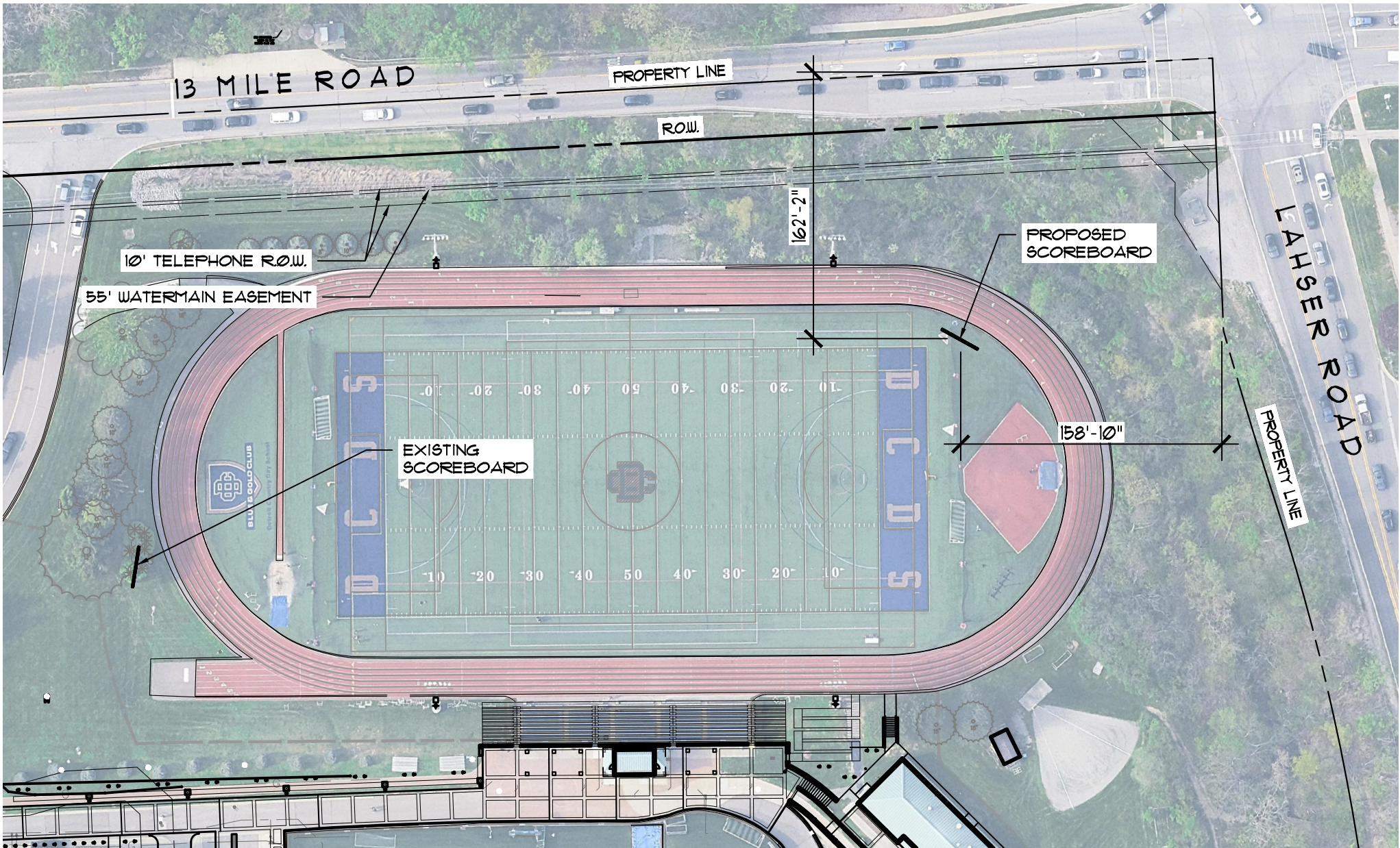
INDUSTRY'S ONLY 11+ YEAR (OUTDOOR) & 7 YEAR (INDOOR) WARRANTY PROGRAM. INDUSTRY'S ONLY 24/7 LIVE DIAGNOSTICS AND IN-HOUSE 7 DAY A WEEK SUPPORT CENTER

BETTER SOFTWARE:

DYNAMIC, POWERFUL, AND EASY TO USE SOFTWARE

BEST VALUE:

SAVING SCHOOLS ON PROJECT COSTS AND LONG-TERM OPERATIONAL EXPENSES

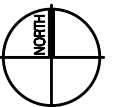
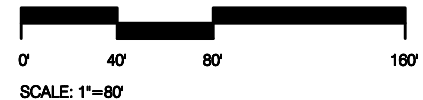


Detroit Country Day Athletic School Complex Proposed Scoreboard Site Plan

03.13.2026



**GRISSIM
METZ
ANDRIESE**
ASSOCIATES
Landscape Architecture



ILLUMINATION OVER AMBIENT LIGHT

The formula that measures Illumination over Ambient Light is universal. We use the Inverse Square Law for light, taking the Illuminance of the display surface, then dividing it by the distance squared from the display. The number produced is the brightness in Footcandles, which is defined as a unit of light intensity, representing the amount of light that falls onto a one-square-foot surface from a distance of one foot. It measures the brightness of a space rather than the light source itself. As the distance from the source doubles, the illumination is quartered.



Lighting Comparisons

Professional Stadium Lighting	Field Average of 150-250 foot candles
College / Mid-Level Stadium Lighting	Field Average of 75-125 foot candles
High School / Small Stadium Lighting	Field Average of 30-50 foot candles
Digital Scoreboards outdoor digital display	Field Average of <3 foot candles in direct line with the face of the display. Light intensity reduces by 10% with every 10° shift in viewing angle.

March 12, 2026

Scott Stanley
 Detroit Country Day School
sstanley@dcds.edu
 (248) 514-8380T

Detroit Country Day School
 22305 W 13 Mile Rd,
 Beverly Hills, MI 48025

**Subject: Detroit Country Day High School Stadium PA System
 Beverly Hills, MI
 Environmental Noise Modeling**

Dear Mr. Stanley:

A comprehensive 3D acoustic model of the stadium and its surrounding environment was developed using SoundPLAN software to evaluate the environmental noise impact of the public address (PA) system. Initially, a baseline model of the existing PA system was constructed and calibrated against sound levels measured during operation of the existing PA system. This calibration process ensured that the existing conditions were being modelled accurately so as to reflect the real-world acoustic propagation and current noise footprint of the facility.

Upon validation of the baseline model, a subsequent model was developed to simulate the acoustic performance of the proposed new PA system. The new system features 4 Danley OS80 loudspeakers that will be located directly behind the stadium seating. The new system was adjusted to maintain the same sound levels in the stadium seating area as are provided by the existing PA system. Environmental noise calculations were performed for both scenarios to facilitate a direct comparison. See the Table 1 below for comparison.

Table 1: Predicted Sound Levels at Residential Receiver Locations

ID ¹	Existing PA System L _{eq} dBA	New PA System L _{eq} dBA	Delta
R1	50	39	-11
R2	46	37	-9
R3	49	43	-6
R4	52	51	-1
R5	53	52	-1
R6	47	39	-9
R7	51	43	-8
R8	54	44	-10

1. ID's location shown on the attached noise contour maps

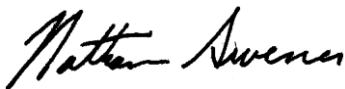
Noise level contours were also generated to help graphically illustrate the calculated results and provide a comparison of the sound propagation from existing and proposed new PA systems to the surrounding community. Noise contours are attached to this memo.

The predictive modeling indicates a distinct acoustic improvement with the new design, yielding lower overall sound pressure levels at all adjacent residential receivers when compared to the existing system's operation.

Sincerely,

Soundscape Engineering

Per:



Nathan Sevens, Principal Consultant
PE, LEED AP, INCE Bd. Cert.
nsevens@SoundscapeEngineering.com
(734) 669-3260

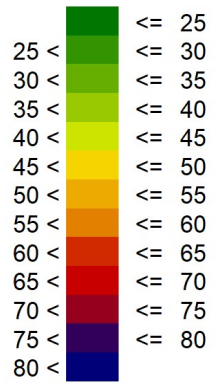


Timothy Carson, Senior Consultant
INCE Mbr.
tcarson@SoundscapeEngineering.com
(734) 796-7098

Existing PA System

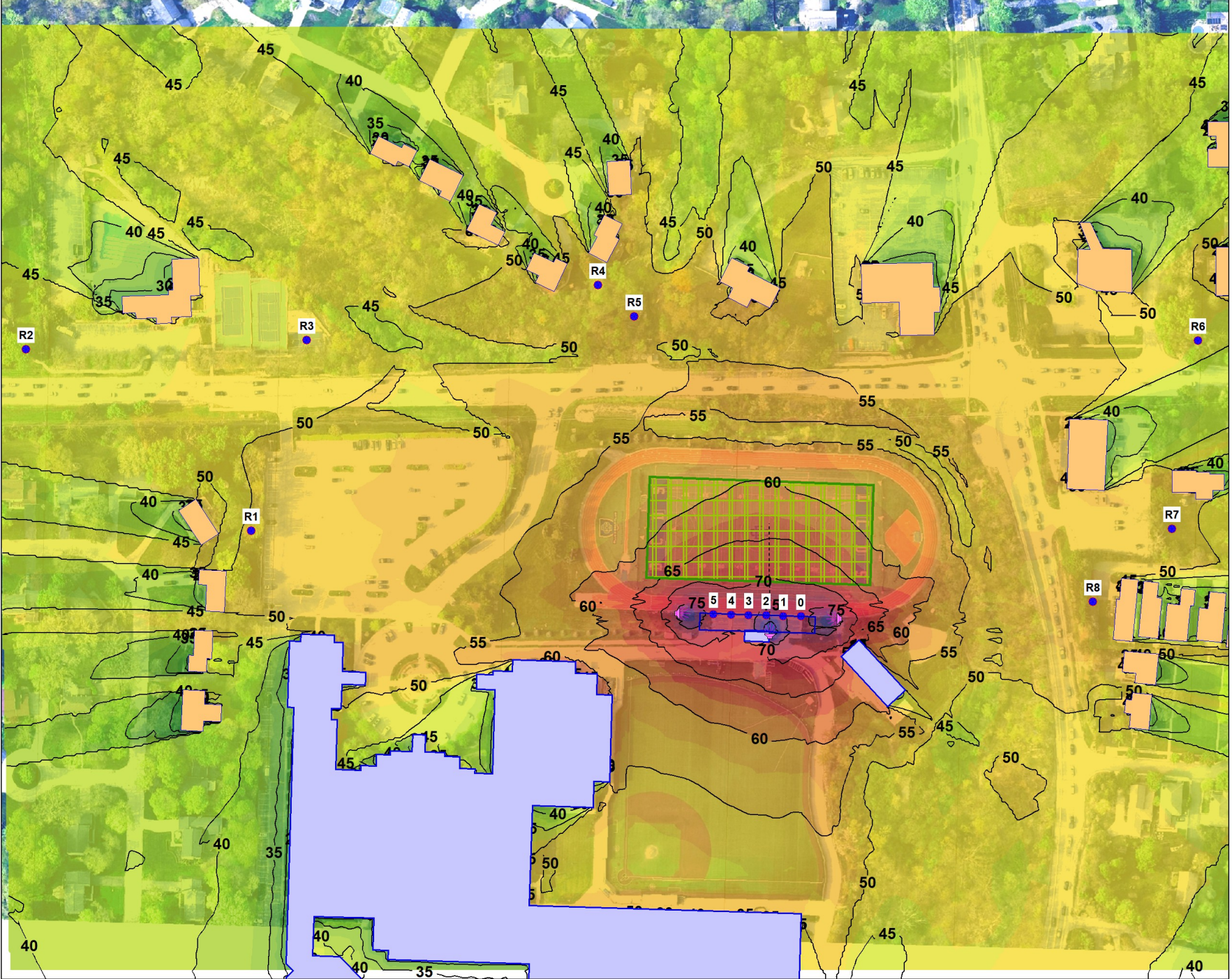
Noise Contours
1.5 m (5 ft)
above ground level

Noise Level Leq (dBA)



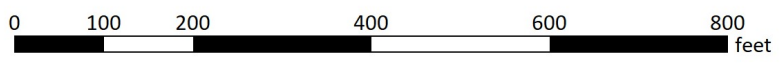
Legend

- Field
- Bleachers
- School Buildings
- Other Buildings
- Loudspeaker
- Receiver



Detroit Country Day School, Beverly Hills MI

Soundscape Engineering | Project # 2383 | Calculated: 3/9/2026

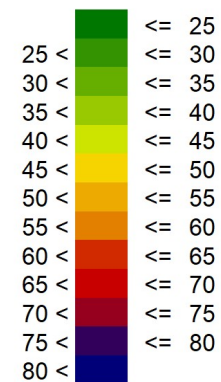


New PA System

4 Loudspeakers
Above Bleachers

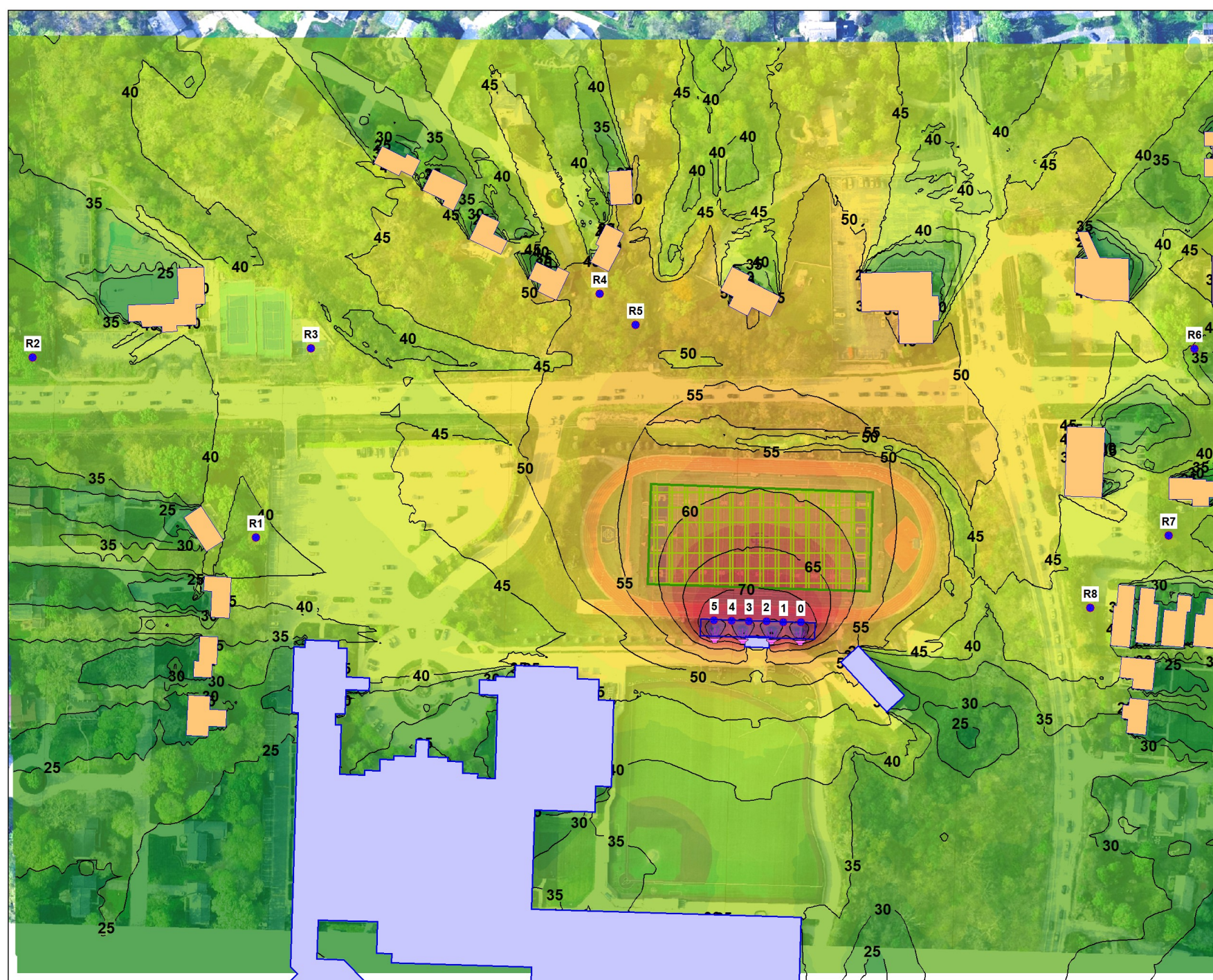
Noise Contours
1.5 m (5 ft)
above ground level

Noise Level
Leq (dBA)



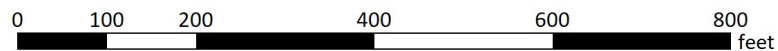
Legend

- Field
- Bleachers
- School Buildings
- Other Buildings
- Loudspeaker
- Receiver



Detroit Country Day School, Beverly Hills MI

Soundscape Engineering | Project # 2383 | Calculated: 3/12/2026





Sx600 High Output Two-way Loudspeaker

- Very High Sensitivity, 105 dB 1 W/1 m (139 dB Peak SPL)
- Easy, Versatile, SuperSAM Mounting System included
- All Weather IEC 529 IP 44 & Mil Spec 810 Environmental Specs
- Available 600 Watt Internal Transformer (Sx600PIX)
- EN54-24 Type B certification 1438-CPR-0300



The Electro-Voice Sx600PI and Sx600PIX are higher power extensions of the popular Sx-series of weather-resistant indoor/outdoor speaker systems. The Sx600 series features a dual 12 inch, Two-element vertical array based on the powerful Neodymium woofer developed for X-Array. Mid-bass and low frequency energy is augmented by an overlapping DL series woofer to produce vertical pattern control and intelligibility superior to conventional horn systems. The HF section features the DH2t compression driver coupled to a molded-in 65° x 65° Constant Directivity horn using EV's unique Varipath throat geometry. An EV exclusive SuperSAM mounting system allows 60° of vertical adjustment and 180° of horizontal pan with simple adjustment. The molded polymer enclosure combined with aluminium and neodymium components provide a lightweight, easy to handle system. A multilayer stainless steel grille protects against rain, sprayed water, and dust to IEC 529 IP 44 Mil Spec 810 humidity, salt spray, and UV specifications.

The Sx600PIX features a special internally mounted 600 Watt line transformer for operation on 70, 100, 140 and 200 volt distributed line systems. The Sx600 series is ideally suited for applications requiring high intelligibility sound at high SPL's in applications such as arenas, stadiums and race tracks.

Technical specifications

Frequency range (-3 dB):	100 Hz-14 kHz
Frequency range (-10 dB):	70 Hz-16 kHz
Max calculated SPL (1m) ¹ :	139 dB
Max calculated SPL (4m) ¹ :	127 dB
Horizontal coverage:	65° nominal
Vertical coverage:	65° nominal
Power handling ² :	600 W continuous., 2400 W peak
Rated noise power:	600 W
Sensitivity (SPL 1W/1m) ¹ :	105 dB
Sensitivity (SPL 1W/4m) ¹ :	93 dB
Impedance (PI version only):	4 Ω nominal, 3.5 Ω minimum
Crossover frequency:	1.8 kHz, LF/MB overlap: 200-600 Hz
Recommended filtering:	90 Hz high-pass filter, @ Q=1.6
Connectors:	SJO cable with gland nut
Enclosure material:	High density polymer

2 | Sx600 High Output Two-way Loudspeaker

PIX version 600 Watt internal transformer ³ :	70 V: 75W - 65Ω 150W - 33Ω 300W - 16Ω 600W - 8Ω 100 V: 150W - 50Ω 300W - 33Ω 600W - 16Ω 140 V: 300W - 65Ω 600W - 33Ω 200 V 600W - 65 Ω
Mounting:	SuperSAM, 5° increments over 60° vertical, 180° horizontal, can be bolted or strapped
Grille:	Powder coated stainless steel
Weather resistance:	IEC 529 IP 44, Mil Spec 810 humidity, salt spray, temperature, and UV
Dimensions (H x W x D):	45.8 in x 16.9 in x 12.3 in (1163 mm x 429 mm x 312 mm)
Net weight (with bracket):	Sx600PI - 80.0 lb (36.3 kg) Sx600PIX - 98.0 lb (44.5 kg)
Shipping weight:	Sx600PI - 92.0 lb (41.8 kg) Sx600PIX - 110.0 lb (50.0 kg)

¹Full-space anechoic measurement.

²EIA RS-426A, tested for eight hours.

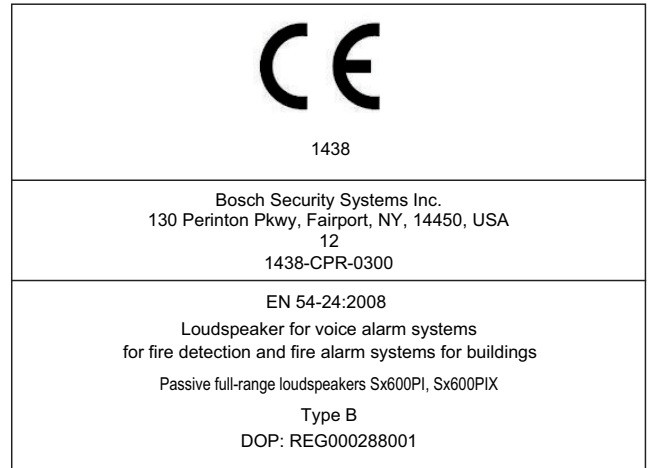
³Wattage may be halved (-3 dB) by connecting to the next higher voltage tap. NEVER connect to a tap rated for less than the nominal line voltage!

Notice!

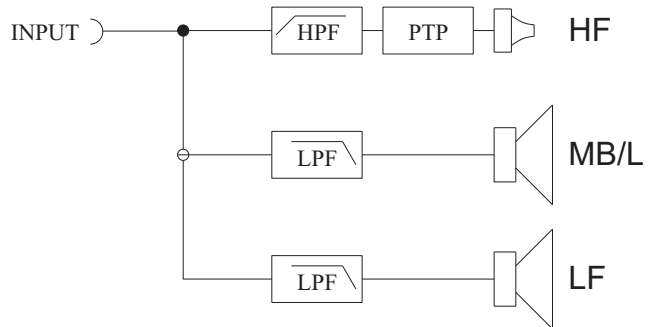
The specifications data was measured in an anechoic chamber according to EN 54-24. Reference axis: Axis is on the center of grille surface and perpendicular to the grille surface.



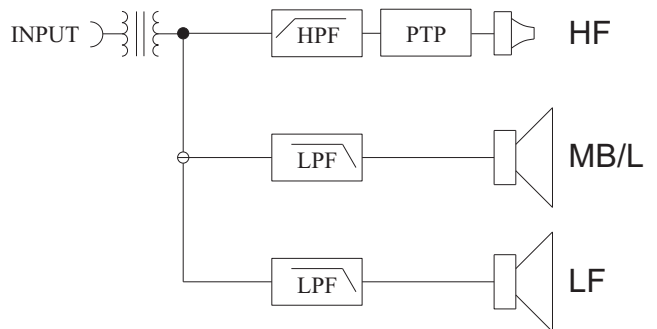
Reference plane: Plane is on the grille surface and perpendicular to the reference axis. Horizontal plane: Plane is containing the reference axis and perpendicular to the reference plane.



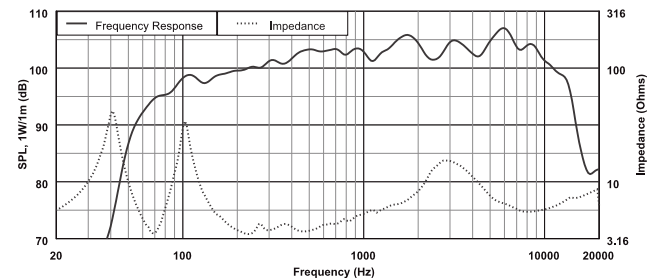
Block diagram Sx600PI:



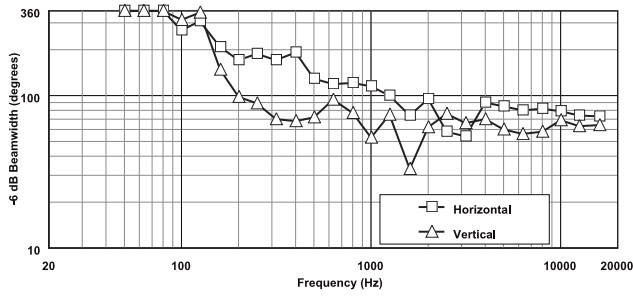
Block diagram Sx600PIX:



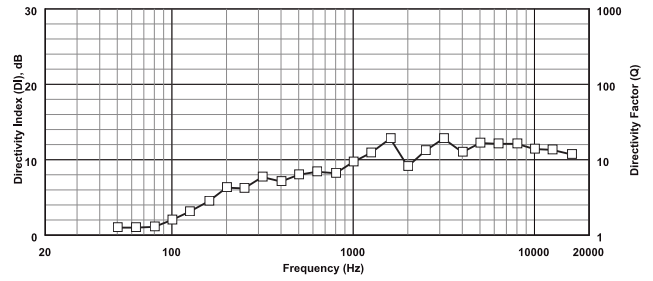
Frequency response and impedance:



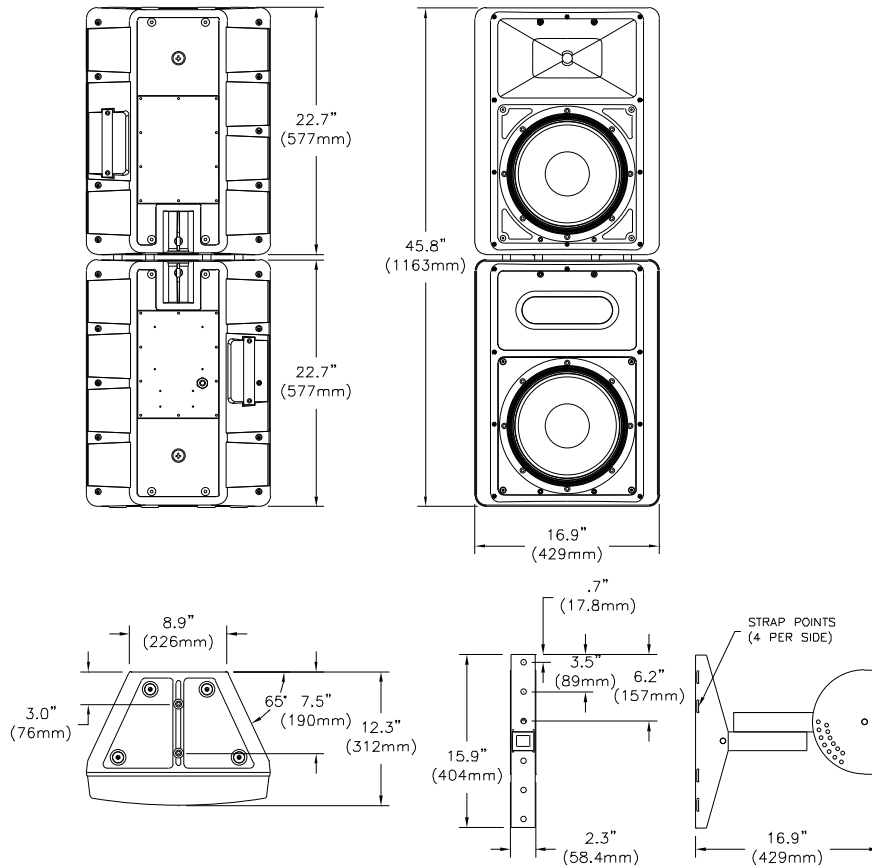
Beamwidth:



Directivity:



Dimensions:



Notice!

Acoustic measurement reference axis is 36 inches up from bottom of enclosure.

Compatible System Solutions:

DC-ONE loudspeaker controller¹

DX46 loudspeaker controller¹

N8000 120V N8000 digital matrix controller¹

CPS2.9 CPS 2.9 power amplifier¹

CPS2.12 CPS 2.12 power amplifier¹

CPS4.10 CPS 4.10 power amplifier¹

¹Contact your sales representative for available voltage versions.

Ordering information

SX600PI_HE SX600PI, BLACK, 2-WAY, HIGH OUTPUT 2 ELE

2 x 12" 2-way, 600 W, incl. Strong-Arm-Mount, outdoor, EN 54-24 certified, black
Order number **SX600PI_HE**

SX600PIX_HE SX600PIX, BLACK, 2-WAY, HIGH OUPUT 2 ELE

2 x 12" 2-way, 600 W, incl. Strong-Arm-Mount, outdoor, transformer, EN 54-24 certified, black
Order number **SX600PIX_HE**

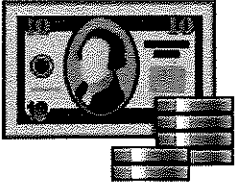
Represented by:

Germany:

Bosch Sicherheitssysteme GmbH
Robert-Bosch-Ring 5
85630 Grasbrunn
Germany

Bosch Security Systems, Inc.
12000 Portland Avenue South
Burnsville MN 55337
USA

www.electrovoice.com



Village Of Beverly Hills

18500 West Thirteen Mile Road

Beverly Hills, MI 48025

Ph: (248) 646-6404

Fax: (248) 646-3703

EXT. RECEIPT NUMBER

200071

Paid By

GRISSIM METZ ANDRIESE ASSOCIATES

15000 EDWARD NORTH HINES DRIVE


PLYMOUTH, MI 48170

Date: 04/01/2026

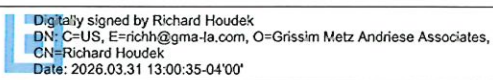
Transaction	Type	Record	Category	Description	Amount
00026936	Permit	PS26-0003	Standard Item	01. PLANNING COMMISSION FEE	\$ 200.00

Total	\$ 200.00
Cash	
Check	\$ 200.00
Credit	
Transferred	
Tendered	\$ 200.00
Change	\$ 0.00
To Overpayment	\$ 0.00

Village of Beverly Hills
 Planning
 18500 W 13 Mile Rd
 Beverly Hills, MI 48025
 Phone: (248) 646-6404 Fax: (248) 646-3703
www.villagebeverlyhills.com

Staff Use Only	
Date Received:	3/31/2026
Review/Mtg Date:	4/22/2026
Decision:	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> ZBA	
Notes:	

Application for Sign Permit

Property Address & Parcel I.D. Number(s)	Address: 22305 W. 13 Mile Road, Beverly Hills, MI 48025		
	Parcel ID(s): 24-09-226-006		
Property Information (Attach additional pages if necessary)	Primary Street Frontage: 13 Mile Road		Secondary Street Frontage: Lahser Road
	Business Frontage (if different than building): Landscaping (if applicable):		
First Sign Information * (Attach additional pages if necessary)	Type (e.g. wall or ground):	Ground	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary
	Setback (if applicable):	refer to plans	Height from grade: 8'
	Size: 25.2' L x 23.4' H = 476.1 sq ft		Depth or Projection:
	Sign Colors (incl white/black): Lighting (type, size, number, etc): Digital Scoreboard		
Second Sign Information * (Attach additional pages if necessary)	Type (e.g. wall or ground):		<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary
	Setback (if applicable):		Height from grade:
	Size: 25.2' L x 23.4' H = 476.1 sq ft		Depth or Projection:
	Sign Colors (incl white/black): Lighting (type/size/number/etc):		
Existing Sign Information	Sign Type: Analog Scoreboard	Number of Signs: 1	
	Square Footage per sign: 300 sq ft [25' L x 12' H]		
Applicant	Contact Name: Richard Houdek		
	Business Name: Grissim Metz Andriese, Associates		
	Address: 15000 Edward N. Hines Drive, Suite A		
	City: Plymouth	State: MI	Zip: 48170
Phone: (248) 869-2324		Email: richh@gma-la.com	
Property Owner <input type="checkbox"/> Same as Applicant	Contact Name: Rich Dempsey		
	Business Name (if applicable): Detroit Country Day School		
	Address: 22305 W. 13 Mile Road		
	City: Beverly Hills	State: MI	Zip: 48025
	Phone: (248) 430-1635	Email: rdempsey@dcds.edu	
Property Owner Signature (if other than applicant):			
Applicant Signature	X: Richard Houdek		

In order to be considered at an upcoming meeting, this application and all required documents and materials must be submitted by the established deadline date for the next regular meeting of the Planning Commission. Submittal by deadline does not guarantee placement on the agenda. Please refer to Sections 22.32 for complete sign regulations. Note: the applicant or a representative must be present at all meetings.

* Full color rendering(s) of existing and proposed sign(s) with required measurements and depicted in the proposed location with applicable building measurements, set back measurements, and any other applicable information is required with submittal.