



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

PLANNING COMMISSION MEETING

WEDNESDAY, JULY 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 06 24 PC Minutes

5. **Public comments on items not on the published agenda**

6. **Old Business**

7. **New Business**

A. Joint PC - VC Master Plan & Zoning Ordinance Rewrite Kick-Off

8. **Public Comments**

9. **Liaison Comments**

10. **Staff Comments**

11. **Commissioner Comments**

12. **Correspondence**

13. **Adjournment**

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DRAFT REGULAR PLANNING COMMISSION MEETING MINUTES –JUNE 24, 2026 –
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Present: Chairperson Westerlund, Secretary Copeland, Members: Lucas, Harper, Trust, Campbell

Absent: Vice-Chairperson Dillard-Russaw, and Member: Erickson

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 7:02 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 Vice-Chairperson Dillard-Russaw, and Member: Erickson as they provided notice of their absence.

Motion passed.

APPROVAL OF AGENDA

Motion by Campbell, second by Harper, to approve the agenda as published.

Motion passed.

APPROVAL OF MINUTES

Motion by Campbell, second by Lucas, to approve the minutes of the May 25, 2026 Planning Commission meeting as amended to correct the Detroit Country Day scoreboard sign dimensions from an original area of 589.5 square feet to an approved area of 560.09 square feet.

Motion passed.

PUBLIC COMMENTS ON ITEMS NOT ON PUBLISHED AGENDA

None

NEW BUSINESS

A. PC CASE: 26-06-01 Sign Permit
LOCATION: 31243 Southfield Road (Big Fat Shawarma)
PARCEL ID: 99-00-010-500
ZONING: B-Business District and VCOD Village Center Overlay District
PETITIONER: Jonathan Rolens, LaVanway Sign Co, Inc.
OWNER: Laith Karmo
REQUEST: Obtain approval to install a 29.95 square foot non-illuminated wall sign.

Borden reported that the proposed wall sign complied with ordinance requirements except for the required 20-foot separation between adjacent tenant signs. Jonathan Rolens, representing LaVanway Sign Co, Inc. explained that the proposed spacing was 17.5 feet to the north and 15.5 feet to the south, and that site constraints prevented full compliance while maintaining a centered sign on the tenant space. Westerlund acknowledged that most signs in this center have received the same approvals due to the size of the tenant spaces.

Stec advised Rolens that the existing window signage needed to be reduced to comply with the Village's window sign regulations.

Motion by Campbell, second by Trust, to approve the 29.95 square foot, non-illuminated wall sign for My Big Fat Shawarma (31243 Southfield Road) as presented. Approval includes a deviation from the minimum required spacing between tenant wall signs, permitting the proposed sign to be located 15.5 feet from the Canine Couture wall sign and 17.5 feet away from the MK Atelier Salon wall sign.

Motion passed (6-0)

PUBLIC COMMENTS

None

LIAISON COMMENTS

None

STAFF COMMENTS

Stec reminded the Commission that the July 22, 2026, meeting will include a joint Master Plan kickoff session with the Village Council. Stec encouraged Commissioners to begin considering long-term goals and ideas for the future of the Village and advised that any preparatory materials would be distributed in advance.

Stec announced a public open house for the Beverly Road/Southfield Road Intersection Study on July 14, 2026, from 6:30 pm to 8:00 pm at the Village offices. The event will feature staff and consultants presenting study data and four conceptual design alternatives for public review and feedback.

Additionally, Stec provided updates on the Beverly Park playground, with an estimated eight-week completion schedule, planned road paving on Pierce, Kirkshire, and Birwood throughout the summer, upcoming sidewalk improvements beginning in late July or early August, and the City of Southfield's repaving project on 13 Mile Road between Southfield and Evergreen, which is expected to continue through the construction season.

COMMISSIONER COMMENTS

Copeland asked for an update on the Michigan Department of Natural Resources (DNR) presentation at The Village Council meeting on June 2, 2026. O'Gorman summarized recent Village Council discussions regarding deer population management and the ongoing evaluation of potential management strategies in coordination with neighboring communities and the DNR.

Westerlund commented on recent examples of residential properties in surrounding communities being used for short-term commercial activities. Stec stated that the Village's current interpretation prohibits short-term rentals in residential districts and that future zoning ordinance updates may further clarify these regulations.

CORRESPONDENCE

Stec reported that the Village has issued the required notice of intent to prepare the Master Plan.

ADJOURNMENT

Motion by Harper, second by Trust, to adjourn the meeting at 7:36 p.m.

Motion passed.

Patrick Westerlund
Chairperson

Carissa Brown
Village Clerk

Lydia Williams
Recording Secretary

MEMORANDUM

To: Beverly Hills Village Council and Planning Commission

From: Joe Tangari, AICP & Eric Pietsch

Re: Master Plan and Zoning Ordinance Re-Write Kick-Off

Date: 7/15/2026

We are looking forward to our joint kick-off meeting on July 22nd. This meeting will offer us a chance to talk with local leaders and decision-makers as we begin the master plan and zoning re-write processes. Understanding what leadership perceives as priorities and major considerations helps us craft both the plan content and our outreach to the public. The discussion will be informal, and you will be asked to provide responses online, so please make sure to have your phone on hand.

We will be using a SWOTAR (Strengths, Weaknesses, Opportunities, Threats, Aspirations, and Results) framework for our discussion:

Strengths: What is working well? What can we build on as a community? What do we love about Beverly Hills? What makes us unique?

Weaknesses: What could be working better? What are the things that we'd like to change about Beverly Hills?

Opportunities: What are we seeing elsewhere that we'd like to see happen in Beverly Hills? Are our residents asking for something we could deliver with the right resources?

Threats: What trends could potentially harm the Village in the near future or prevent it from improving? What do we have to be wary of as the township develops in the future?

Aspirations: What do we care about deeply as a village? What are the key values that guide us as a community?

Results: How do we know the Village is successful? What are some key things we can measure to tell us whether we're headed in the right direction?

Because the Master Plan and Zoning Ordinance are both documents that focus on planning for and regulating land use, we will focus discussion on land use and development.

Consider the questions above in the lead-up to our kick-off session, and we look forward to seeing you. A project timeline has been included on the following pages. This project is grant-funded and has a definitive end date of May 30, 2028.

		Months																							
		01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Phase 1	Project Initiation and Integrated Assessment																								
1A	Project Initiation	JM																							
1B	Existing Conditions and Development Trends																								
	Base Maps																								
	Master Plan Audit																								
	Zoning Ordinance Audit																								
Phase 2	Integrated Community Engagement and Visioning																								
2A	Communications Plan																								
2B	Surveys																								
	Meeting Toolkits																								
	Focus Group Meetings																								
	Topic-Based Workshops																								
	In-Person and Virtual Open Houses																								
Phase 3	Policy Framework and Regulatory Concepts																								
3A Master Plan	Vision and Goals																								
	Focus Areas																								
	Future Land Use																								
	Implementation																								
3B Zoning	Purpose and Intent																								

Planning Commission Work Sessions and Zoning Ordinance Steering Committee Work Sessions will take place monthly through the course of the project.

- Public Hearing= PH, Village Council= VC, Joint Meeting= JM, Workshop=WS, Open House=OH

Phase 3	Policy Framework and Regulatory Concepts	Months																							
		01	02	03	04	05	06	07	08	09	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
	Development Procedures																								
	Administration and Enforcement																								
	Use Standards																								
	Site Standards																								
	Zoning Districts																								
	Definitions																								
Phase 4	Draft Documents and Public Review																								
4A	Master Plan																								
4B	Zoning Ordinance																								
Optional	Clearzoning Conversion																								
Phase 5	Refinement, Adoption, and Implementation																								
5A	Master Plan																								
5B	Zoning Ordinance																								