

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