# CITY OF BIRMINGHAM

# PLANNING BOARD ACTION ITEMS

# OF WEDNESDAY, APRIL 25, 2018

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| **UNFINISHED BUSINESS**  **FINAL SITE PLAN AND DESIGN REVIEW**  **SPECIAL LAND USE PERMIT ("SLUP") AMENDMENT**  **1. 33588 Woodward Ave.** (postponed from April 11,2018)  **Shell Gas Station**  **Request for approval of a Revised Final Site Plan and Design to allow for construction of a small addition for a restroom and new signage**  **Motion by Mr. Boyle**  **Seconded by Mr. Jeffares to POSTPONE the hearing for 33588 Woodward Ave., Shell Gas Station, to the Planning Board meeting on May 9, 2018.**  **Motion carried, 7-0.**  **SPECIAL LAND USE PERMIT ("SLUP")**  **FINAL SITE PLAN AND DESIGN REVIEW**  **1. 191 N. Chester**  **The Jeffery** (formerly Church of Christ, Scientist)  **Request for approval of** **Community Impact Study ("CIS"), Application for SLUP, and Final Site Plan and Design Review to allow renovation and expansion to the existing building for office use over 3,000 sq. ft. in size**  **Motion by Mr. Share**  **Seconded by Mr.** **Williams To POSTPONE action on the CIS for 191 N. Chester, The Jeffrey, to May 9, 2018 until the Planning Board receives the final report from the consultants.**  **Motion carried, 6-1.**  **Motion by Mr. Boyle**  **Seconded by Mr. Share to POSTPONE to May 9, 2018 action on the CIS, Final Site Plan and Design Review, and SLUP for 191 N. Chester, The Jeffery, in order to allow the applicant to undertake the necessary amendments to the site plan as the board has requested. In particular, identifying the interchange, the crosswalks, the location of the entrance, and expanding the apron of the entrance to the parking area to go on a site plan that the board would then sign. At the same time, from the sample language in front of the board, make sure the applicant complies with the site issues regarding details and the like.**  **Motion carried, 7-0.**  **2. 209 Hamilton Row / 250 N. Old Woodward**  **Emagine Theater**  **Palladium Bldg.**  **Request for a Special Land Use Permit ("SLUP") Amendment and Final Site Plan Review for closure of Four-Story Burger and installation of a private viewing theater room**  **Motion by Mr. Boyle**  **Seconded by Mr. Jeffares to recommend APPROVAL of the Final Site Plan and SLUP Amendment for 209 Hamilton Row / 250 N. Old Woodward, Palladium Bldg.**  **Motion carried, 7-0.**  **4. 1268 Bennaville Ave.**  **Request for Final Site Plan and Design Review approval to reconfigure existing parking lot to add spaces**  **Motion by Mr. Boyle**  **Seconded by Mr. Williams to recommend APPROVAL of the Final Site Plan and Design Review for 1268 Bennaville Ave. subject to administrative approval by staff.**  **Motion carried, 6-1.** | **2**  **3**  **3**  **3**  **6**  **6**  **8**  **9**  **9**  **10**  **10**  **10**  **11**  **11** |
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# CITY OF BIRMINGHAM

# REGULAR MEETING OF THE PLANNING BOARD

# WEDNESDAY, APRIL 25, 2018

**City Commission Room**

**151 Martin Street, Birmingham, Michigan**

Minutes of the regular meeting of the City of Birmingham Planning Board held on April

25, 2018. Chairman Scott Clein convened the meeting at 7:30 p.m.

**Present:** Chairman Scott Clein; Board Members Robin Boyle, Stuart Jeffares, Bert Koseck, Daniel Share, Bryan Williams; Alternate Board Member Nasseen Ramin; Student Representatives Madison Dominato (left at 9:10 p.m.), Sam Fogel (left at 9:05 p.m.)

**Absent:** Board Member Janelle Whipple-Boyce; Student Representative Ellie McElroy

**Administration:** Matthew Baka, Sr. Planner

Jana Ecker, Planning Director

Carole Salutes, Recording Secretary

**04-64-18**

**APPROVAL OF THE MINUTES OF THE REGULAR PLANNING BOARD MEETING OF APRIL 11, 2018**

Mr. Jeffares made the following changes:

Page 7 - Second to last line substitute "potential retailers" for "people."

Last line add "as seen in many large international cities" after "retail."

Mr. Share noted that as of April 9 he was no longer an alternate member.

**Motion by Mr. Boyle**

**Seconded by Mr. Share to approve the minutes of the Regular Planning Board Meeting of April 11, 2018 as amended.**

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Boyle, Share, Clein, Jeffares, Koseck, Ramin, Williams

Nays: None

Absent: Whipple-Boyce

**04-65-18**

**CHAIRPERSON’S COMMENTS** (none)

**04-66-18**

**APPROVAL OF THE AGENDA**

Ms. Ecker indicated that 2007 Hazel has withdrawn and will receive administrative approval.

**04-67-18**

**UNFINISHED BUSINESS**

**FINAL SITE PLAN AND DESIGN REVIEW**

**SPECIAL LAND USE PERMIT ("SLUP") AMENDMENT**

**1. 33588 Woodward Ave.** (postponed from April 11,2018)

**Shell Gas Station**

**Request for approval of a Revised Final Site Plan and Design to allow for construction of a small addition for a restroom and new signage**

Mr. Baka explained the 0.34 acre subject site is located at the corner of Woodward Ave. and Chapin. The applicant is seeking a SLUP Amendment to relocate the restroom within the building, which will include a small 79 sq. ft. addition at the southwestern portion of the building, facing the parking lot. The addition will displace the ice and propane storage machines, which are proposed to be relocated to the side of the building, adjacent to the rear parking area.

The applicant has appeared before the Planning Board several times and on April 11, 2018 he presented a plan that proposed a pedestrian path that consisted of blue striping along the edge of the raised sidewalk abutting the building. At that time the Planning Board postponed the review and instructed the applicant to revise the plans so the existing raised curb is extended and re-establishes a pedestrian walkway along the building as currently exists.

The applicant has now submitted a plan that extends the raised sidewalk out from the new bathroom addition to provide a 5 ft. unobstructed sidewalk at that point. However, it appears that there would be limited space for someone in a wheelchair or with otherwise limited mobility to maneuver around an open door at the front entrance without stepping off the curb. Also the revised plan shows the propane and ice storage moved to the back of the screenwall to create a more open pathway towards the alley.

The main concern is the sidewalk roughly ends the extension 5 or 6 ft. before the doorway and then goes back onto the original path. There is a concern that someone in a wheelchair could not maneuver around the door to enter the store.

Mr. Chris Barbat spoke on behalf of the applicant. He explained that it is level from the end of the new sidewalk to the ramp and someone in a wheelchair could roll right onto the ramp from the sidewalk.

Mr. Koseck recalled that he City Commission voted to send the applicant back to the Planning Board because they did not have enough information. He is afraid there still is not enough information. Maybe Mr. Barbat's architect needs to be present, or perhaps he needs a civil engineer. Mr. Koseck was concerned the ramp is not depicted in the drawing. Also, he noted the barrier free parking space doesn't meet the ADA requirement.

Chairman Clein stated that the applicant needs to have someone that understands ADA and can assure the board that the proposed plan meets it. The ramp is non-compliant; it needs a landing. When the applicant comes back the board will need a completed site plan that shows how everything works. The photos are helpful.

Mr. Jeffares suggested that the applicant work with Ms. Ecker before returning because she has a good handle on what this board and the City Commission want.

**Motion by Mr. Boyle**

**Seconded by Mr. Jeffares to POSTPONE the hearing for 33588 Woodward Ave., Shell Gas Station, to the Planning Board meeting on May 9, 2018.**

There were no public comments at 7:42 p.m.

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Boyle, Jeffares, Clein, Koseck, Ramin, Share, Williams

Nays: None

Absent: Whipple-Boyce

**04-69-18**

**SPECIAL LAND USE PERMIT ("SLUP")**

**FINAL SITE PLAN AND DESIGN REVIEW**

**1. 191 N. Chester**

**The Jeffery** (formerly Church of Christ, Scientist)

**Request for approval of** **Community Impact Study ("CIS"), Application for SLUP, and Final Site Plan and Design Review to allow renovation and expansion to the existing building for office use over 3,000 sq. ft. in size**

*CIS*

Ms. Ecker advised the applicant was required to prepare a CIS in accordance with Article 7, section 7.27(E)(3) of the Zoning Ordinance, as the proposed remodeling/additions bring the total gross floor area of the building above 20,000 sq. ft., and the additions are greater than 10% of the gross floor area of the existing building.

The 0.40 acre subject site is currently a vacant church at the corner of Chester and Willits, at the outer edge of the Downtown Overlay District. The applicant is seeking a SLUP to transform the church building into an office building. The Zoning Ordinance limits tenants of an office building to 3,000 sq. ft. per tenant in the TZ-2 District. The three tenant lease spaces proposed measure over 3,000 sq. ft., and thus all exceed the permitted size in the TZ-2 Zoning District without a SLUP.

The CIS states that the completed development will not cause any potential hazards or nuisances. However, vibration and dust issues may be present during construction. The applicant has not suggested any mitigation techniques for dust, noise and vibrations that may occur during construction. They may want to comment on how they will deal with that during construction. Generally, that is handled through the Building and Engineering Depts.

In accordance with the 2016 Plan, all utilities on the site should be buried to visually enhance the site. Thus, the applicant will be required to bury the existing utilities on the site.

The CIS describes a refuse storage area inside of the garage located off of Willits. The CIS does not mention a separate area for recyclables. The applicant has indicated that the solid waste generated from this facility will be standard and can be handled easily by a local waste management company.

The applicant has not provided information on the required safety measures for the new project, such as a fire suppression system or a Knox Box. This was labeled as TBD in the CIS and will be required at the time of Final Site Plan Review. The Police and Fire Depts. will require further information to ensure that all life safety issues have been addressed. The applicant has indicated in the CIS that they will be using a security system and fire suppression system, but has not determined which system and the level of performance. The applicant will be required to submit details of the proposed security system, and they must be provided to and approved by the Police Dept.

A transportation study has been submitted which was forwarded to the City's Traffic Consultants, Fleis & Vandenbrink ("F&V") and MKSK who provided a letter that Ms. Ecker passed around. It appears there will not be a significant traffic impact as a result of this project. Therefore, no further road improvements are warranted. The applicant has submitted new documentation from Stonefield Engineering with regards to traffic, and a letter from Biddison Architecture regarding some of the other issues. The City's Traffic Consultant did not have time to review the new documentation before tonight's meeting.

**Motion by Mr. Williams**

**Seconded by Mr. Boyle to receive and file three documents:**

* **Letter dated April 24, 2018 from Fleis & Vandenbrink and MKSK Studios;**
* **Letter dated April 25, 2018 from Biddison Architecture;**
* **Letter dated April 25, 2018 from Stonefield Engineering and Designs.**

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Williams, Boyle, Clein, Jeffares, Koseck, Ramin, Share

Nays: None

Absent: Whipple-Boyce

Ms. Ecker mentioned that the F&V letter also talked about the proposed ADA compliant ramp that will replace the existing stairs on Willits. However, when one crosses the street there is no ramp. The Engineering Dept. has indicated they will ask the applicant to complete a ramp and striping to the other side. Also, F&V has asked the applicant to show that the proposed ADA space in the existing parking facility will remain and to confirm that it meets ADA requirements. Further, to make sure the ADA spot in the proposed parking garage will meet ADA requirements, and also to make sure there is direct access from the parking lot into the building and to the elevator.

Mr. Boyle suggested that some of the requirements of the CIS could be reduced because they add up to a lot of work in the applicant's part to collect all of the information.

Mr. Kevin Biddison, Biddison Architecture, 320 Martin, noted that the sidewalk will extend across the drive. Also there is a future sidewalk that will be extended to the west. All of the ADA ramps and exterior parking spaces have already been approved by the Engineering Dept. The building has complete ADA access from the garage level as well as from the sidewalk at Chester.

Mr. Jeffares observed that the crosswalk from the ramp on the northeast corner of the property ends in someone's driveway. Chairman Clein noted the City Engineer will review whether or not that is appropriate.

The Chairman invited members of the public to come forward and speak about the CIS at 8:25 p.m.

Mr. Derek Hutchins said he is the owner of 468 Willits, which is the driveway that was mentioned. He stated that generally he is in support of the project. He cautioned that when the steps along Willits are replaced by a ramp, it will become totally dangerous in the winter when there is ice and snow. Also, he suggested maybe the ramp entering into the lower level could be opened up from the road so it is easier to turn in and out.

Mr. Otto Renacosorti thought the upgrade fits right in with the buildings Downtown. He asked the board to keep in mind how dangerous the traffic situation at that corner is for pedestrians.

Mr. Eric Jergins, 460 W. Maple Rd., agreed it will be nice to see something transformational happen to the Church. However he was concerned about the amount of square footage that is being added to the space. The planned addition creates a vertical glass wall along the entire southern elevation that is a full story above and 9 ft. away from his building. Therefore he asked:

* If the building has to go to 27,000 sq. ft.;
* Can the vertical wall be offset further than it is;
* Does it have to be entirely all glass looking over his property.

Even modest modifications to their proposal could make a better connection to surrounding properties.

Mr. Boyle suggested moving the CIS forward and getting to the site plan by asking that the applicant work with the City to address the issues raised.

**Motion by Mr. Share**

**Seconded by Mr.** **Williams To POSTPONE action on the CIS for 191 N. Chester, The Jeffrey, to May 9, 2018 until the Planning Board receives the final report from the consultants.**

At 8:43 p.m. no comments were heard from the public on this motion.

**Motion carried, 6-1.**

ROLLCALL VOTE

Yeas: Share, Williams, Clein, Jeffares, Koseck, Ramin

Nays: Boyle

Absent: Whipple-Boyce

*Final Site Plan Review*

Ms. Ecker recalled the applicant appeared before, and was approved by the Planning Board on January 25, 2018 for a SLUP, and Final Site Plan and Design Review for the renovation and addition to the front of the building. Because the applicant has revised the plans to include more additions, they are required to come before the Planning Board again.

The proposed development contains 16,493 sq. ft. of office space, thus is required to provide one off-street loading space. The applicant has not proposed an off-street loading space. ***Therefore, the applicant must submit revised plans showing the placement and measurements of one off-street loading space, or obtain a variance from the Board of Zoning Appeals ("BZA")***. The applicant is scheduled to appear before the Board of Zoning Appeals on May 8th, 2018.

Ms. Ecker noted the applicant is filling in some of the upper space of the building but the overall height is not being increased. The first-floor footprint remains the same.

Mr. Kevin Biddison pointed out the changes from the last review.

A highlight of the proposed transformation of the former Church use to an office use is the proposed 1,355 sq. ft. addition to the front of the building. They are also proposing to add to the second floor by bumping out to the south and to the west, in order to maximize tenant lease space. The first-floor footprint of the building is not changing. Along with the design of an overhead garage door off of Willits, a new roof, new windows, and new paint, the changes will create an entirely new look for the building. The proposed additions will bring the gross floor area to 27,290.25 sq. ft. (figure includes the 10,011 sq. ft. lower level and the 2,493 sq. ft. indoor garage).

A new driveway is proposed off of Willits which comes into an indoor garage containing eight spaces. In addition, the site contains three more spaces off of Willits.

In response to Mr. Share, Mr. Biddison explained the height of 191 Chester is basically the same as the office building immediately to the south on the corner of Maple Rd. and Chester.

Mr. Biddison stated as long as the Engineering Dept. is fine with them having a wider curb cut for the driveway, he has no issue with it.

Mr. Sam Surnow, the developer, 320 Martin, said that after the Planning Board's approval in January, they realized that the existing product design was incomplete. While the front facade opened up the building, it didn't really solve the issue of the natural light. By adding glass to the south side which faces a commercial alley and the dormer that would replace the eyesore where the HVAC equipment is on the north, they realized the space would be drastically improved. Closing in the roof area not only tied the building together but it allowed them to utilize the space effectively while staying within the building footprint.

All of the residential neighbors have supported them in writing. With respect to Mr. Jergins' comments, Mr. Surnow didn't think that it was necessarily realistic to think that the existing structure would stay there forever. Because they have one person who is on the commercial side that doesn't agree with their plan, he feels like there is only so much they can do, so they have come to the Planning Board for Site Plan approval.

In answer to Chairman Clein's inquiry about how they plan to operate the facility if the variance for the off-street loading space is granted, Mr. Biddison responded the only deliveries will be from small vans or UPS trucks. When a tenant moves in or out every few years, it can be managed at a time when there is low traffic. There is not an area on the site where a truck could fit. They entertained trying to provide space in the front of the building from the sidewalk to the building, and they were told by the Engineering Dept. that if they can only get 35 ft., that is not enough. Forty feet is needed. There are also parking spaces on the street that can be used for deliveries.

Ms. Ecker showed the materials which are the same as last time. She noted the issues that have to be resolved by Final Site Plan Review:

* The off-street loading space;
* The glass material that is proposed for the outdoor terrace railings;
* Full material samples and spec sheets on all the materials and mechanical equipment;
* Streetscape elements.

Mr. Biddison advised there is one other item, which is the landscape comments, and they have all been taken care of. The glass rails are now steel rails. Burial of the overhead electric service will have to be addressed. All other utilities are underground. The building will be fully suppressed. There will be a Knox Box on the front, and the Fire Dept. connection will be updated in the CIS.

Mr. Williams announced he likes the better utilization of space. The Police Dept. needs to address this intersection because it is not safe.

Mr. Jeffares noted from a massing standpoint under TZ-1, if this building were torn down a new development could have larger massing than what exists presently.

*Design Review*

The transformation from Church to office will include the removal of the existing porch and entry to create an addition off of the front of the building to be used as the primary entryway to the building, bringing it to the property line. There will also be repairs done and paint (SW 7069 Iron Ore) added to the existing masonry, a new quartz -zinc metal roof, a new garage with a 10 ft. x 8 ft. garage door, and new windows added to the building.

For the new addition, the applicant is proposing new grey brick, quartz -zinc metal paneling for coping and roofing, an aluminum clear glass window system, and a new anthra-zinc metal canopy in black for the new front entrance. Since the proposed addition will be bringing the building to the property line, the building’s street presence will match that of the McCann building to the east, and the Integra building to the south.

The original building will be painted charcoal grey (SW 7069 Iron Ore) and have a new grey standing seam metal roof installed, along with 24 new clear glass windows/doors.

**Motion by Mr. Boyle**

**Seconded by Mr. Share to POSTPONE to May 9, 2018 action on the CIS, Final Site Plan and Design Review, and SLUP for 191 N. Chester, The Jeffery, in order to allow the applicant to undertake the necessary amendments to the site plan as the board has requested. In particular, identifying the interchange, the crosswalks, the location of the entrance, and expanding the apron of the entrance for the parking area to go on a site plan that the board would then sign. At the same time, from the sample language in front of the board, make sure the applicant complies with the site issues regarding details and the like.**

Mr. Koseck cautioned that when the applicant comes back they should make it really clear on the drawings what is existing and what is new. Aerial photographs will make it easier to tell the story.

There were no comments on the motion from members of the audience at 9:15 p.m.

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Boyle, Share, Clein, Jeffares, Koseck, Ramin, Williams

Nays: None

Absent: Whipple-Boyce

**04-70-18**

**2. 209 Hamilton Row / 250 N. Old Woodward**

**Emagine Theater**

**Palladium Bldg.**

**Request for a Special Land Use Permit ("SLUP") Amendment and Final Site Plan Review for closure of Four-Story Burger and installation of a private viewing theater room**

Mr. Baka explained the 0.84 acre subject site, 209 Hamilton Row / 250 N. Old Woodward, is located at the corner of N. Old Woodward Ave. and Hamilton Row in the Downtown Overlay. The applicant is seeking a SLUP Amendment to remove a portion of the dining area (formerly Four-Story Burger) and install a 35 seat private viewing theater. There will be no changes made to the exterior of the building, and the building’s signage will remain unchanged. The applicant has also advised that food and alcoholic beverages will be sold and consumed in the same manner that exists currently.

*Design Review*

According to Article 7, Section 7.08 of the Zoning Ordinance, a Design Review is not required for the property, as no alteration or painting which substantially alters the exterior appearance is proposed at this time.

Mr. Patrick Howe, Attorney for the applicant, 209 Hamilton Row / 250 N. Old Woodward, was present along with Mr. Jordan Jonna, the building owner representative. Mr. Howe said they are looking to convert a portion of the former Four-Story Burger, which has closed, into a private screening room that will be open to the public for showings. It will be the sixth screen in the theater. It will also be available for rent for private functions, presentations, birthday parties, etc. There will be 24 or 35 seats and a small lounge. The occupancy of the space has been reduced to 98 and will hopefully add some vitality to this area of the theater.

Mr. Jordan Jonna, A.F. Jonna Development, answered Mr. Jeffares by estimating there is about 8 to 10 ft. from the bar to the outside wall. He noted that innovation with entertainment is what they have to accomplish today. Further, he explained for Mr. Koseck that the lounge area will be a pre-function space for the private screening room.

Chairman Clein suggested that the applicant clean up the plan as to what is being requested so as not to cause any confusion for the City Commission.

**Motion by Mr. Boyle**

**Seconded by Mr. Jeffares to recommend APPROVAL of the Final Site Plan and SLUP Amendment for 209 Hamilton Row / 250 N. Old Woodward, Palladium Bldg.**

There were no public comments on the motion at 9:30 p.m.

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Boyle, Jeffares, Clein, Koseck, Ramin, Share, Williams

Nays: None

Absent: Whipple-Boyce

**04-71-18**

**3. 2007 HAZEL**

**Crosswinds Development**

**Request for Final Site Plan and Design Review approval of a two-story multi-level deck on the rear of the unit** (withdrawn)

**04-72-18**

**4. 1268 Bennaville Ave.**

**Parking Lot** (existing lot)

**Request for Final Site Plan and Design Review approval to reconfigure existing parking lot to add spaces**

**Motion by Mr. Williams**

**Seconded by Mr. Share to receive and file the following:**

* **Landscape plan for this project dated April 23, 2018;**
* **E-mail received April 25, 2018 from Michael Kopmeyer, 1351 Bennaville Ave.**

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Williams, Share, Boyle, Jeffares, Clein, Koseck, Ramin

Nays: None

Absent: Whipple-Boyce

Mr. Baka explained the subject site is a parking lot located off of an alley behind Abbots Coins and Meadowbrook Urgent Care on the east side of Woodward Ave. in between Bennaville Ave. and Humphrey Ave. The parking lot abuts Single-Family Residential Zoning Districts to the north and east, and commercial property to the south and west. It supplies off-street parking for two buildings. The 6,280 sq. ft. lot currently contains 11 parking spaces and a small green space with landscaping. The applicant is proposing to rework the existing lot to include 18 parking spaces, new sod where necessary, new Arborvitaes, and a new wall along the east property line which abuts a single-family home.

The plans submitted for the parking lot do not indicate the use of a dumpster within the parking lot. However, there exists a dumpster on the northwest corner of the lot which will require screening if it remains. Article 4, Section 4.54 (B)(8) requires trash receptacles to be fully screened from public view with a masonry enclosure and wood gates. ***The applicant must submit plans showing the location and required masonry screenwall details, obtain a variance from the Board of Zoning Appeals ("BZA"), or remove the dumpster from the plans and site.***

The applicant is proposing to build a 6 ft. masonry wall at the eastern property line to screen the additional parking, as required by the ordinance. The screenwall that faces the street has to be in line with the front setback of the abutting residential property. To accomplish this, it will possibly be necessary to eliminate two parking spaces. All of the spaces appear to meet the requirement of 180 sq. ft. However, it does not state on the plans that there will be a cap on the masonry screenwall, which is a requirement of the ordinance. A concrete wall is proposed in a brick pattern with red dye added.

*Design Review*

A Design Review is not required for the proposed refresh of the parking lot, as there are no structures, signs, lighting or other equipment being proposed.

Mr. Kevin Denha, 40700 Woodward Ave, Bloomfield Hills, the owner of the parking lot, passed along a rendering of the building where Domino's is, which he owns and that is currently under renovation.

Mr. Brian Devlin, Nagy Devlin Land Design, 31736 West Chicago Ave. Livonia, described the proposed concrete wall around the parking lot. It will be stamped concrete with integral color that will match the existing wall to the north.

Mr. Koseck suggested shifting the wall closest to the residence 18 or 20 ft. to the northwest and putting the landscaping all in one area. He added this is a great improvement to the area, but he doesn't know what the parking lot will look like with the changes.

**Motion by Mr. Boyle**

**Seconded by Mr. Williams to recommend APPROVAL of the Final Site Plan and Design Review for 1268 Bennaville Ave. subject to administrative approval by staff.**

There was no discussion on the motion from the public at 9:59 p.m.

**Motion carried, 6-1.**

VOICE VOTE

Yeas: Boyle, Williams, Clein, Jeffares, Ramin, Share

Nays: Koseck

Absent: Whipple-Boyce

**04-73-18**

**MISCELLANEOUS BUSINESS AND COMMUNICATIONS**

a. Communications (none)

## b. Administrative Approval Requests

335 S. Old Woodward Ave., Adachi - Add mechanical screenwall.

c. Draft Agenda for the next Regular Planning Board Meeting of May 9, 2018

* 33588 Woodward Ave., Shell Gas Station - revised Final Site Plan and   
  Design;
* 191 Chester - CIS, SLUP and Final Site Plan and Design Review;
* Study Session on Retail;
* Amend the Planning Board Rules of Procedure to clearly state what site plan details are needed in an application;
* Update the applications to require adjacent details and update the checklist that goes with the application form.

**Motion by Mr. Williams**

**Seconded by Mr. Share to suspend the rules on May 9, 2018 to consider four site plans and two study sessions, for a total of six items.**

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Williams, Share, Boyle, Clein, Jeffares, Koseck , Ramin

Nays: None

Absent: Whipple-Boyce

Draft Agenda for the next Regular Planning Board Meeting of May 23, 2018

* 35001 Woodward Ave. - CIS and Preliminary Site Plan for five-story building;
* 469-479 S. Old Woodward Ave. - CIS and Preliminary Site Plan for nine-story hotel;
* Social Kitchen - SLUP;
* The Stand - SLUP and Final Site Plan.

Chairman Clein noted that he doesn't want to hear the Preliminary Site Plan for 469-479 S. Old Woodward Ave. before the property has been rezoned.

**Motion by Mr. Williams**

**Seconded by Mr. Jeffares to suspend the rules on May 23, 2018 to go beyond five items.**

**Motion carried, 7-0.**

VOICE VOTE

Yeas: Williams, Jeffares, Share, Boyle, Clein, Koseck, Ramin

Nays: None

Absent: Whipple-Boyce

d. Other Business (none)

**04-74-18**

# PLANNING DIVISION ACTION ITEMS

1. Staff report on previous requests (none)

Additional items from tonight’s meeting (none)

# 04-75-18

# ADJOURNMENT

# No further business being evident, the Chairman adjourned the meeting at 10:09 p.m.

# 

# Jana L. Ecker

# Planning Director