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her first two stories back to the correct date. He'll send what a French typewriter from Rome (see story on Page writer is like. We expect Julie's letter to come from Paris.

**Averill: "Dear Boss—these European typewriters get more interesting on the job. This last week, who served to where the z belongs and vice versa, and a whole mess of other things. I'm a comma where the m belongs, a semi-colon where the control key should be, and a dash where the dash key should be. I did it by hand, and I'm not resorting to taking any foreign typewriter keyboards. She's used Swedish and German machines for**

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**ORDINANCE NO. 28**

**AN ORDINANCE STATING FORTH THE REQUIREMENTS FOR NEW SUBDIVISIONS; THE PROCEDURES TO BE FOLLOWED; SETTING FORTH DESIGNS AND STANDARDS; PROVIDING FOR SPECIFICATIONS; AND PROVIDING PENALTIES FOR VIOLATION THEREOF.**

The Village of Beverly Hills Ordains:

**ARTICLE 1. TITLE.**

Section 1.01. Short Title. This Ordinance shall be known and may be cited as "The Subdivision Ordinance" of Beverly Hills, Michigan.

**ARTICLE 2. PURPOSES.**

Section 2.01. Purposes. The purposes of this Ordinance are as follows:

- To provide for orderly growth and development of the community.
- To provide a street framework that is adequate for proper traffic circulation within the Village of Beverly Hills and neighboring thoroughfares.
- To provide for the subdivision of lands into home sites of reasonable quality and adequate design.
- To provide for adequate provision for water supply, sanitary sewerage, drainage and other health factors.
- To provide for adequate public facilities as school sites, recreation areas, utilities and municipal facilities.
- To provide an orderly and efficient method for the processing and installation of improvements.

Section 2.02. Application of Regulations and Authority. Except as otherwise provided in this Ordinance, no land shall be subdivided except in conformity with the regulations herein specified. Plans specified herein are subject to the approval of the Village Council and Village Planning Board of the Village of Beverly Hills.

**ARTICLE 3. DEFINITIONS.**

Section 3.01. Definitions.

**Alley:** A public way which permits or intends to permit the secondary ingress and egress to abutting property.

**Easement:** An acquired privilege or right of use which one person may have in the land of another.

**Lot:** A lot of record or parcel of land which is occupied by principal and accessory buildings, structures or uses.

**Map:** A map or drawing, or series of maps or drawings on which the subdivision's plan of subdivision is presented and which is submitted for approval with the intention to record a plat.

**Plat, Preliminary:** A map or drawing, or series of maps or drawings submitted for approval with the intention to record a plat.

**Street:** A public way which permits or intends to permit the principal means of ingress and egress to abutting property. Streets, cul-de-sacs and alleyways which provide a greater right-of-way at the closed end of the street for the purpose of providing adequate turning radius and maneuverability to drivers of propelled vehicles.

**Subdivide:** The partitioning or dividing of a lot, tract or parcel of land into two or more lots, tracts or parcels of land. Any lot or piece of land, the boundaries of which have been fixed in a recorded plat shall not thereafter be divided into two or more lots, tracts or parcels of land shall have been replatted.

**Subdivider:** Any individual, firm, association, partnership, corporation or other legal entity commencing, proceeding under this Ordinance to effect the subdivision of land for himself or for another.

**Subdivision:** Any division or resubdivision of property of two (2) or more lots are created.

**Zoning Ordinance:** The Zoning Ordinance of the Village of Beverly Hills, Michigan.

**ARTICLE 4. PROCEDURE FOR PREPARATION AND SUBMISSION OF PLATS.**

Section 4.01. Pre-Application Procedure. The subdivider shall formally with the Village Planning Board to present a general outline of the subdivision proposal. The subdivider shall present the following information:

- A sketch plan and intent of development regarding land use, street layout, lot arrangement, tentative lot sizes, etc.
- Proposals regarding utilities, water, sewer, street improvements, etc.
- General indication of size and character of proposed buildings and structures to be located on the site.

The Village Planning Board shall discuss the subdivision proposal with the subdivider regarding the regulations of this Ordinance, Zoning Ordinance and other ordinances, community plans which have a bearing or relationship to the property in question and the property in the general area.

Section 4.02. Preliminary Plat. The Village Planning Board shall schedule a public meeting with the subdivider to consider the subdivision proposal. Said public meeting shall be held at a regular meeting in the Village Planning Board after the date of the meeting held in accordance with Section 3.01 above. The subdivider shall submit the following information to the Village Planning Board:

- Ten (10) copies of necessary documents which indicate legal ownership interest of the property in question.
- Ten (10) copies of an application in writing, indicating the intent to be subdivided, and signed by the subdivider.
- Ten (10) copies of a sketch plan which shall indicate intent regarding land use, street layout, lot arrangement, tentative lot sizes, utilities, water, sewer, street improvements and general size and character of proposed buildings and structures to be located on the site. The scale of the sketch plan shall be not less than 1/4" = 1' or more than 1/8" = 1'.
- Ten (10) copies of a preliminary plat in sufficient detail to indicate neighboring land use, access to major and minor streets, and locations of neighboring schools, churches and similar features.

Prior to the public meeting as indicated above, the Village Planning Board shall consider the information as submitted in accordance with Section 4.01 above. The Village Planning Board shall also:

- Inspect the site and general area so as to become familiar with the physical aspects of the site.
- Analyze the zoning of the site and general area and consider zoning changes if deemed desirable and necessary.
- Review school and open space requirements of the area.

The Village Planning Board may deem it advisable to schedule an additional meeting or meetings to consider the information presented on the preliminary plat in order to schedule an additional meeting or meetings to be public meetings.

The Village Planning Board shall notify the subdivider in writing of its approval of the proposed subdivision or of its disapproval shall be submitted to the subdivider within fifteen (15) days of the date of the public meeting. In the event the Village Planning Board indicates its approval of the sketch plan, a development plan and other submitted material, the Village Planning Board shall advise the subdivider that he may proceed with the development of a preliminary plat. In the event that the Village Planning Board indicates its disapproval of the sketch plan, the subdivider of the items that do not conform to the regulations or other Ordinances, Zoning Ordinance, community plan or other ordinances or plans, and suggest methods in which such items may be acceptable to this Ordinance, Zoning Ordinance, community plan or other Ordinances.

Upon written approval of the subdivision proposal from the Village Planning Board, the subdivider may submit a preliminary plat to the Village Planning Board. The preliminary plat shall be a scale of not more than one hundred (100) feet to the inch and shall include the following:

- Title block containing the name of the subdivider, description of the land to be platted, name and address of owner and technical expert of the plan.
- Location of existing lines for streets, utilities, public works, structures, water courses, railroads and other physical features within the boundaries of the plan.
- The location of proposed streets, utilities, structures, and other physical features which relate to the development of the subdivision.

D. Topography by contours related to the U.S.G.S. survey datum, contour intervals to be five (5) feet where grade exceeds five percent and two (2) feet for grades of five (5) percent or less.

E. The location, name and width of proposed streets, alleys and easements for public utilities. The location of parks, plantings, lots and building lines on the property to be subdivided.

F. The proposed method of water supply, sewage disposal and storm drainage.

G. Proposed use of property.

H. Areas proposed to be dedicated for public purposes.

I. Tentative draft of proposed preliminary plat and subdivision proposed to regulate land uses and otherwise protect the proposed subdivision development.

J. Names and addresses of the subdivider and the subdivider's desires notices of hearings shall be sent.

K. Date, north point and graphic scale.

L. A receipt of the preliminary plat from the subdivider, the Village Planning Board shall schedule at least one (1) public hearing to consider said preliminary plat. Notices of the hearing to the persons indicated on the preliminary plat of the time and place of such public hearing shall be sent to each of the persons indicated on the preliminary plat of the time and place of such public hearing. Similar notice shall be mailed to the owners of land immediately adjoining the land of the preliminary plat as their names and addresses appear on the records in the Village Clerk's office. The preliminary plat shall be subject to the conditional approval of the Village Planning Board who shall consider the Village's requirements and the most appropriate use of the land. Particular attention will be given to the standards of design, the justification for the development of the existing street arrangements, safety of proposed uses from flooding and other health factors, the economy of the development proposed for the type of development proposed. Within thirty (30) days of the public hearing, the Village Planning Board shall act thereon as submitted and approved, and if approved, the Village Planning Board shall express its approval to the subdivider as conditional approval of the preliminary plat and shall state the conditions of such conditional approval, or if disapproved, shall express the reasons for such disapproval.

At the event that the preliminary plat receives the conditional approval of the Village Planning Board, such conditional approval shall also be expressed to the Village Planning Board. The Village Planning Board shall forward at least one (1) complete copy of the plans, action and other related material to the Village Clerk's office. The Village Planning Board shall act thereon as submitted and approved, and if approved, the Village Planning Board shall express its approval to the subdivider as conditional approval of the preliminary plat and shall state the conditions of such conditional approval, or if disapproved, shall express the reasons for such disapproval.

**ARTICLE 5. PROCEDURE FOR APPROVAL OF FINAL PLAT.**

The Village Council upon written notification of the conditional approval of the preliminary plat by the Village Planning Board, shall accept an application for the submission of the final plat from the subdivider. Said application shall be submitted to the Village Council meeting at which the application is to be presented. The Village Council shall accept the conditional approval of the final plat of the subdivider. In the case where the Village Council accepts the application for the submission of the final plat, the subdivider may proceed with the development of the final plat.

Five (5) copies of the final plat and other exhibits prepared for approval shall be submitted to the Village Planning Board one (1) year after the conditional approval of the preliminary plat by the Village Planning Board, otherwise such conditional approval shall be void. An extension of the time is applied for and granted by the Village Planning Board. The Village Planning Board shall submit the final plat to the Village Planning Board for review. The Village Planning Board shall review the final plat to determine if the final plat conforms substantially to the preliminary plat. The Village Planning Board shall recommend to the Village Council that the final plat either conform or does not conform to the preliminary plat.

The final plat shall conform substantially to the preliminary plat as conditionally approved, and if desired by the subdivider, may include only that portion of the preliminary plat which he proposes to record and develop at the time, provided that such portion conforms to all requirements of the regulations herein prescribed. The subdivider shall forthwith submit the amount of Sixty Dollars (\$60.00) plus Five Dollars (\$5.00) per acre as determined from the preliminary plat to the Village Planning Board. The Village Council shall accept and file the application for the submission of the final plat, to defray the expense of recording the final plat.

The final plat shall be prepared by a registered professional engineer or registered land surveyor and shall indicate reference to any private restrictions which accompany the plat and shall contain proper acknowledgment of owner and mortgage accepting said platting restrictions and which shall be in the proper form for recording. In the event the requirements of the subdivider shall furnish the Village Council with information concerning:

- Ownership of the property proposed to be subdivided as evidenced by an abstract of title certified to date, or a policy of title insurance.
- Consent of all parties whose interests to be installed by the subdivider. (See Section 5.9.)
- The alleys, streets and parks which are to be dedicated to the public.
- The total area in acres of the tract to be subdivided.
- The net area in acres of the tract to be subdivided.
- Cross sections and profiles of streets showing grades and elevations based on a datum plan approved by the Village.
- Plans for yard and driveway easements.
- A proper bond or certified check to be posted with the Village of Beverly Hills and in sufficient amount to assure completion of all required improvements.

The Village Council upon receipt of the five (5) copies of the final plat and other information as described herein, shall consider the final plat for conformance to the preliminary plat, Zoning Ordinance, community plan and any other ordinance or plans which may have a bearing on the proposed subdivision. In the event that the Village Council approves the final plat, the Village Council shall certify its approval on the final plat which shall be signed by Marvin B. Cline.

**ARTICLE 6. DESIGN STANDARDS FOR SUBDIVISIONS.**

Section 6.01. Streets.

A. The arrangement of streets shall make provision for the continuation of principal existing streets in adjoining or adjacent subdivisions and shall be consistent with the public convenience. Such streets shall be of a width as great as the street so continued or projected and the centerline shall continue through the centerline of existing streets.

B. Interior Streets.

Interior streets shall be designed in such a way so as to discourage through traffic in so far as is possible.

C. Reverse curves.

Reverse curves of at least one hundred (100) feet shall be provided between reverse curves on all streets.

D. Unimproved portions of subdivisions.

Where the plat shows a portion of a part of the subdivider's property, a sketch of the proposed future street system of the unimproved portion shall be considered with the plat and shall be a part of the plat submitted.

E. Major arterial streets.

Where a subdivision abuts or contains an existing or proposed major arterial street, the subdivider shall provide for or more in width, the Village Planning Board may require marginal access streets paralleling the arterial street, rear access streets, or other treatments as may be necessary to afford separation of through and local traffic.

F. Topography.

Streets shall be so designed in relation to existing and proposed topography so as to reduce lots and streets of reasonable grades.

G. Access to adjoining property.

In general, streets shall extend to the boundary of the subdivision to provide proper access to adjoining property, and provide for proper connection with the street system in the general area. In general, the extension shall not be more than seven hundred (700) feet apart.

H. Street intersections.

Streets shall be required to intersect each other at as nearly right angles as practicable, and no street shall intersect another street at less than a 90 degree angle. Streets converging at one (1) point shall be reduced in number to the least practical number.

I. Street Jogs.

Street jogs with centerline offsets of less than one hundred and twenty (120) feet shall be avoided.

J. Right-of-Way.

Where a subdivision borders on an existing or proposed access highway, the subdivider shall provide for a street right-of-way on each side of and parallel to such limited access highway, of a width suitable for requirements of approach grades and future grade separators.

K. Dedication of half streets.

The dedication of half streets will be permitted only where the proposed subdivision adjoins a recorded subdivision and where there exists a dedicated access street on the other half of the street complete.

L. Dead-end or cul-de-sac streets.

Dead-end or cul-de-sac streets shall be no longer than six hundred (600) feet in length.

M. Street Widths.

The minimum width for minor streets shall be sixty (60) feet, the minimum width for boulevard streets shall be ninety (90) feet, the minimum width of arterial streets and a dead-end or cul-de-sac street shall be one hundred and twenty (120) feet, the minimum width of arterial streets and four (204) feet when so designated on a community plan and the minimum width of a major arterial street shall be thirty (30) feet when abutting a major arterial street.

N. Street Grades.

The minimum grade of streets shall be 0.40% for concrete streets and 0.50% for all other streets. The maximum grade of streets shall be 12% that, where essential to reasonable development, 7% grade may be permitted for minor streets.

O. Street Cross Sections and Elevations.

The street cross sections shall indicate a slope from property line to curb or street roadway. In general, all street curbs shall be a minimum of eight (8) inches above the cross sections of the streets.

P. Curb Corners.

Curb corners shall be rounded with a radius of not less than twenty (20) feet. Intersections where the interior angle is less than ninety (90) degrees, shall have curb corners rounded with a minimum radius of thirty (30) feet and when the interior angle is less than one hundred and twenty (120) feet, the minimum radius of ten (10) feet. Property lines at such corners shall be rounded or otherwise set-back sufficiently to permit the installation of ditches shall be provided by the subdivider.

Q. Access over water or ditches.

Access over water courses or ditches shall be provided by the subdivider in a standard manner approved by the Village Engineer.

R. Street Naming.

All proposed streets in alignment with existing streets must bear the same name as the existing street. New streets shall be named in accordance with the standards and all names shall be approved by the Village Planning Board.

**Section 6.02. Lots.**

A. Lot Area.

Lots areas shall not be less than the minimum required by the Zoning Ordinance. Where a parcel of land is subdivided into lots of one-half (1/2) acre or more, the depth of such lots shall not be greater than three (3) times the length of the front lot line.

B. Side Lot Lines.

Side lot lines should be at right angles to straight street lines, or radial side lot lines to curved street lot lines, unless a variation from the rule would indicate a better street and lot plan.

C. Corner Lots.

Corner lots shall have extra width sufficient to permit the construction of building lines on both the front and side streets. In normal cases, the width required will not be less than 40 feet. Where a corner lot is required, the width plus the irreducible buildable width and such side open space requirements as are required by the Zoning Ordinance.

D. Lots abutting major arterial streets.

Where a subdivision abuts a major arterial street, the street frontage shall be treated accordingly by one of the following methods:

- When lots face the major thoroughfare, the lots must be large enough to provide a one hundred and twenty (120) foot setback from the centerline of the major thoroughfare to the front building line of such lots with a complete turn around for vehicular traffic.
- Provide a parallel access roadway along the major arterial street.
- Arrange lots to back up to the major arterial street with sufficient depth to provide and maintain a 120 foot green-belt along said major arterial street.
- Provide a system of cul-de-sac streets leading from a street that is parallel to the major arterial street.
- Where a pattern for any one of the four (4) items immediately above has been established along a major arterial street, the Village Planning Board may require the installation of a similar pattern in order to obtain a measure of uniformity wherever practical.

**Section 6.03. Alleys.**

A. Alleys must be provided in business Zone Districts, except that the Village Planning Board may waive alley requirements where other definite and assured provision is made for service access, such as off-street loading, dock areas and posted. Such alley or services access shall be suitably paved and shall be consistent and adequate for the uses proposed. Such alley or services access shall be suitably paved and shall be consistent and adequate for the uses proposed. Such alley or services access shall be suitably paved and shall be consistent and adequate for the uses proposed.

B. The width of all proposed alleys shall not be less than twenty (20) feet.

C. Alley corners and sharp changes in alignment shall be avoided, but where necessary, corners shall be rounded or cut sufficiently to provide a minimum radius of 20 feet along the inner property line.

D. Dead-end alleys shall be avoided where possible, but if unavoidable, shall be provided with adequate turn around facilities at the dead-end.

**Section 6.04. Easements.** Easements across lots or centered on rear or side lot lines shall be provided for utilities and shall have minimum width of ten (10) feet. Easements shall generally shall be direct and continuous from block to block.

Where a subdivision is traversed by a utility easement or easement or drainage right-of-way conforming substantially with the standards of this Ordinance, the subdivider shall provide for such easement or drainage right-of-way conforming substantially with the standards of this Ordinance, the subdivider shall provide for such easement or drainage right-of-way conforming substantially with the standards of this Ordinance, the subdivider shall provide for such easement or drainage right-of-way conforming substantially with the standards of this Ordinance.

**Section 6.05. Monuments.** Monuments shall conform to and shall be placed as required in Act 172, Public Acts of 1929, as amended.

**Section 6.06. Blocks.** Residential blocks shall not be less than two hundred and sixty (260) feet wide, and shall not be less than one hundred (100) feet long and shall be no more than seventeen hundred (1700) feet long. Where lots are one-half (1/2) acre or more in area, blocks up to twenty-one hundred (2100) feet in length may be approved. Block lengths shall be subject to the discretion of the Village Planning Board.

Pedestrian crosswalks of not less than ten (10) feet in width may be required to provide circulation or access to schools, playgrounds or other similar uses.

**Section 6.07. Open Spaces.** Where a proposed park, playground, school or other public use is located in whole or in part in the subdivision, the Village Planning Board may require the dedication or reservation of such area if considered practical.

**Section 6.08. Use.** No property shall be subdivided for residential use if such property is considered unsuitable for residential purposes by the Village Planning Board. All property uses and area regulations must be in accordance with the Zoning Ordinance.

**Section 6.09. Utilities and Improvements.**

A. Subdivision plats shall not be approved by the Village Council unless the subdivider has agreed to install the Village Council to guarantee the following improvements:

- Roadway surfacing.
- The installation of all streets and intersections shall have a minimum width of twenty-seven (27) feet for all residential streets. The roadway shall consist of a concrete pavement placed upon a suitable base for all residential streets, such concrete pavement shall be approved and installed in accordance with the engineering standards of the Village of Beverly Hills. Said improvements shall be installed, inspected and approved by the Village Engineer prior to the installation of any improvement permit by the Building Inspector for any use improvement.
- Curbs and appropriate material shall be provided along roadways.
- The installation of trunk line and lateral sewers and storm inlets and/or other suitable surface water sheds and any other necessary appurtenances.
- The installation of trunk line and lateral sanitary sewers with building connections to the property lines and from the rear lateral or trunk line sewer, and any other necessary appurtenances.
- The installation of water mains, fire hydrants and any other necessary appurtenances.
- All plans and specifications of utilities and/or improvements, heretofore mentioned must be approved by the Village Engineer prior to the installation of the same under the direction of the Village Engineer in strict accordance with the Village of Beverly Hills' engineering specifications and standards designated on the plans and various kinds of improvements, which specifications are made a part hereof fully as much as if set forth herein in full.

B. All open spaces in the subdivision shall be graded in such a manner as will avoid the ponding of storm water in the rear open spaces of the subdivision.

C. Each lot shall drain generally to the street, with a grade of not less than one percent (1%) so that water will be allowed to flow from the street to the ground and away from the walls of the building.

D. In general, the rear open spaces shall slope from the rear property line towards the rear property line. The valley formed in the rear open space shall slope towards the side open space or to the driveway on one side of the lot. The driveway or side open space shall be so graded as to allow the water to drain from the ground from the rear open space of the lot to the streets. In the event that prevailing grade conditions do not permit drainage of rear open spaces, the subdivider shall provide for the minimum longitudinal grade of the rear easement may be permitted, which shall not be sloped more than four-tenths (4/10) of a foot per one hundred (100) feet. The minimum longitudinal grade shall be low point shall be drained with beehive type inlets and extended drains to the street. Each detail plan shall be prepared by the builder and approved by the Village Engineer, prior to the installation of any occupancy permit for use improvements adjoining said drainage improvements.

E. All rear open spaces shall be graded to adjacent rear or side property lines as to acquire a slope of more than one (1) foot in two (2) feet, and such slope shall lie wholly within the lot. The Village Engineer may require a retaining wall to be placed on the rear or side lot line where excessive cut or fill may interfere with normal drainage of the whole lot or adjoining property.

F. Buildings shall be placed on lots so as to minimize the interference with the flow of surface water. Any grading on the lot shall not divert surface water to adjoining lots other than the manner specified above.

G. Street signs shall be provided by the subdivider of the same type and design in general use within the Village of Beverly Hills.

H. Street trees shall be provided and installed by the subdivider in accordance with a planting plan approved by the Village Council.

**ARTICLE 7. ENFORCEMENT.**

Section 7.01. Approval of Village Council Required. No plat shall be recorded or transmitted by the State approving agency or official approval until each plat shall have been approved by the Village Council.

Section 7.02. Metes and Bounds Platting. The description of any lot or parcel of a subdivision, filed hereafter, by metes and bounds in the instrument of transfer or other document used in the process of filing such plat, shall be a violation of the regulations, unless the aggregate lot area conveyed meets the required minimum size of such plat.

Section 7.03. Acts Contrary to Requirements. No person shall sell or convey any land in any plat by reference thereto until such plat has been duly recorded in the office of the County Register of Deeds.

Section 7.04. Public Water and Sewer Service. Public water or sewer service shall not be provided for any dwelling or other structure located on a plat subdivided or sold in violation of these regulations excepting that such services may be installed in any structure when deemed necessary by the Health Department for the protection of public health.

**ARTICLE 8. VARIANCES.**

Section 8.01. Hardship. Where the Village Planning Board determines that extraordinary hardship may result from the strict compliance with these regulations, it may vary the regulations so that substantial justice may be done and public interests secured; provided that such variation, will not have the effect of nullifying the intent and purpose of any community plan or the regulations herein.

Section 8.02. Conditions. In granting variances and modifications, the Village Planning Board may require such conditions as will substantially secure the standards or requirements so varied or modified.

**ARTICLE 9. PENALTY.**

Any person who violates any of the provisions of this Ordinance, whether such person be the owner or agent of the owner of the property, shall be fined not to exceed the sum of one hundred Dollars (\$100.00) and the cost of prosecution, or by imprisonment for a term not to exceed ninety (90) days, or both such fine and imprisonment at the discretion of the Court. A separate offense shall be deemed committed upon each day during or on which a violation occurs or continues.

**ARTICLE 10. VALIDITY.**

Should any section, clause or provision of this Ordinance be declared by the Court to be invalid, the same shall not affect the validity of the Ordinance, in whole or in part, except other than the part so declared to be invalid.

**ARTICLE 11. WHEN EFFECTIVE.**

The provisions of this Ordinance are hereby declared to be immediately necessary and are hereby ordered to take immediate effect and be in full force upon publication following the adoption of the same.

Made, passed and adopted by the Village Council of the Village of Beverly Hills, Michigan, this 20th day of July, A. D. 1959.

Marvin B. Cline, Village President  
Alice M. Spencer, Village Clerk

**Section 6.01. Streets.**

D. Topography by contours related to the U.S.G.S. survey datum, contour intervals to be five (5) feet where grade exceeds five percent and two (2) feet for grades of five (5) percent or less.

E. The location, name and width of proposed streets, alleys and easements for public utilities. The location of parks, plantings, lots and building lines on the property to be subdivided.

F. The proposed method of water supply, sewage disposal and storm drainage.

G. Proposed use of property.

H. Areas proposed to be dedicated for public purposes.

I. Tentative draft of proposed preliminary plat and subdivision proposed to regulate land uses and otherwise protect the proposed subdivision development.

J. Names and addresses of the subdivider and the subdivider's desires notices of hearings shall be sent.

K. Date, north point and graphic scale.

L. A receipt of the preliminary plat from the subdivider, the Village Planning Board shall schedule at least one (1) public hearing to consider said preliminary plat. Notices of the hearing to the persons indicated on the preliminary plat of the time and place of such public hearing shall be sent to each of the persons indicated on the preliminary plat of the time and place of such public hearing. Similar notice shall be mailed to the owners of land immediately adjoining the land of the preliminary plat as their names and addresses appear on the records in the Village Clerk's office. The preliminary plat shall be subject to the conditional approval of the Village Planning Board who shall consider the Village's requirements and the most appropriate use of the land. Particular attention will be given to the standards of design, the justification for the development of the existing street arrangements, safety of proposed uses from flooding and other health factors, the economy of the development proposed for the type of development proposed. Within thirty (30) days of the public hearing, the Village Planning Board shall act thereon as submitted and approved, and if approved, the Village Planning Board shall express its approval to the subdivider as conditional approval of the preliminary plat and shall state the conditions of such conditional approval, or if disapproved, shall express the reasons for such disapproval.

At the event that the preliminary plat receives the conditional approval of the Village Planning Board, such conditional approval shall also be expressed to the Village Planning Board. The Village Planning Board shall forward at least one (1) complete copy of the plans, action and other related material to the Village Clerk's office. The Village Planning Board shall act thereon as submitted and approved, and if approved, the Village Planning Board shall express its approval to the subdivider as conditional approval of the preliminary plat and shall state the conditions of such conditional approval, or if disapproved, shall express the reasons for such disapproval.

**ARTICLE 5. PROCEDURE FOR APPROVAL OF FINAL PLAT.**

The Village Council upon written notification of the conditional approval of the preliminary plat by the Village Planning Board, shall accept an application for the submission of the final plat from the subdivider. Said application shall be submitted to the Village Council meeting at which the application is to be presented. The Village Council shall accept the conditional approval of the final plat of the subdivider. In the case where the Village Council accepts the application for the submission of the final plat, the subdivider may proceed with the development of the final plat.

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The final plat shall conform substantially to the preliminary plat as conditionally approved, and if desired by the subdivider, may include only that portion of the preliminary plat which he proposes to record and develop at the time, provided that such portion conforms to all requirements of the regulations herein prescribed. The subdivider shall forthwith submit the amount of Sixty Dollars (\$60.00) plus Five Dollars (\$5.00) per acre as determined from the preliminary plat to the Village Planning Board. The Village Council shall accept and file the application for the submission of the final plat, to defray the expense of recording the final plat.

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- Ownership of the property proposed to be subdivided as evidenced by an abstract of title certified to date, or a policy of title insurance.
- Consent of all parties whose interests to be installed by the subdivider. (See Section 5.9.)
- The alleys, streets and parks which are to be dedicated to the public.
- The total area in acres of the tract to be subdivided.
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- Cross sections and profiles of streets showing grades and elevations based on a datum plan approved by the Village.
- Plans for yard and driveway easements.
- A proper bond or certified check to be posted with the Village of Beverly Hills and in sufficient amount to assure completion of all required improvements.

The Village Council upon receipt of the five (5) copies of the final plat and other information as described herein, shall consider the final plat for conformance to the preliminary plat, Zoning Ordinance, community plan and any other ordinance or plans which may have a bearing on the proposed subdivision. In the event that the Village Council approves the final plat, the Village Council shall certify its approval on the final plat which shall be signed by Marvin B. Cline.

**ARTICLE 6. DESIGN STANDARDS FOR SUBDIVISIONS.**

Section 6.01. Streets.

A. The arrangement of streets shall make provision for the continuation of principal existing streets in adjoining or adjacent subdivisions and shall be consistent with the public convenience. Such streets shall be of a width as great as the street so continued or projected and the centerline shall continue through the centerline of existing streets.

B. Interior Streets.

Interior streets shall be designed in such a way so as to discourage through traffic in so far as is possible.

C. Reverse curves.

Reverse curves of at least one hundred (100) feet shall be provided between reverse curves on all streets.

D. Unimproved portions of subdivisions.

Where the plat shows a portion of a part of the subdivider's property, a sketch of the proposed future street system of the unimproved portion shall be considered with the plat and shall be a part of the plat submitted.

E. Major arterial streets.

Where a subdivision abuts or contains an existing or proposed major arterial street, the subdivider shall provide for or more in width, the Village Planning Board may require marginal access streets paralleling the arterial street, rear access streets, or other treatments as may be necessary to afford separation of through and local traffic.

F. Topography.

Streets shall be so designed in relation to existing and proposed topography so as to reduce lots and streets of reasonable grades.

**Section 6.02. Lots.**

A. Lot Area.

Lots areas shall not be less than the minimum required by the Zoning Ordinance. Where a parcel of land is subdivided into lots of one-half (1/2) acre or more, the depth of such lots shall not be greater than three (3) times the length of the front lot line.

B. Side Lot Lines.

Side lot lines should be at right angles to straight street lines, or radial side lot lines to curved street lot lines, unless a variation from the rule would indicate a better street and lot plan.

C. Corner Lots.

Corner lots shall have extra width sufficient to permit the construction of building lines on both the front and side streets. In normal cases, the width required will not be less than 40 feet. Where a corner lot is required, the width plus the irreducible buildable width and such side open space requirements as are required by the Zoning Ordinance.

D. Lots abutting major arterial streets.

Where a subdivision abuts a major arterial street, the street frontage shall be treated accordingly by one of the following methods:

- When lots face the major thoroughfare, the lots must be large enough to provide a one hundred and twenty (120) foot setback from the centerline of the major thoroughfare to the front building line of such lots with a complete turn around for vehicular traffic.
- Provide a parallel access roadway along the major arterial street.
- Arrange lots to back up to the major arterial street with sufficient depth to provide and maintain a 120 foot green-belt along said major arterial street.
- Provide a system of cul-de-sac streets leading from a street that is parallel to the major arterial street.
- Where a pattern for any one of the four (4) items immediately above has been established along a major arterial street, the Village Planning Board may require the installation of a similar pattern in order to obtain a measure of uniformity wherever practical.

**Section 6.03. Alleys.**

A. Alleys must be provided in business Zone Districts, except that the Village Planning Board may waive alley requirements where other definite and assured provision is made for service access, such as off-street loading, dock areas and posted. Such alley or services access shall be suitably paved and shall be consistent and adequate for the uses proposed. Such alley or services access shall be suitably paved and shall be consistent and adequate for the uses proposed. Such alley or services access shall be suitably paved and shall be consistent and adequate for the uses proposed.

B. The width of all proposed alleys shall not be less than twenty (20) feet.

C. Alley corners and sharp changes in alignment shall be avoided, but where necessary, corners shall be rounded or cut sufficiently to provide a minimum radius of 20 feet along the inner property line.

D. Dead-end alleys shall be avoided where possible, but if unavoidable, shall be provided with adequate turn around facilities at the dead-end.

**Section 6.04. Easements.** Easements across lots or centered on rear or side lot lines shall be provided for utilities and shall have minimum width of ten (10) feet. Easements shall generally shall be direct and continuous from block to block.

Where a subdivision is traversed by a utility easement or easement or drainage right-of-way conforming substantially with the standards of this Ordinance, the subdivider shall provide for such easement or drainage right-of-way conforming substantially with the standards of this Ordinance, the subdivider shall provide for such easement or drainage right-of-way conforming substantially with the standards of this Ordinance, the subdivider shall provide for such easement or drainage right-of-way conforming substantially with the standards of this Ordinance.

**Section 6.05. Monuments.** Monuments shall conform to and shall be placed as required in Act 172, Public Acts of 1929, as amended.

**Section 6.06. Blocks.** Residential blocks shall not be less than two hundred and sixty (260) feet wide, and shall not be less than one hundred (100) feet long and shall be no more than seventeen hundred (1700) feet long. Where lots are one-half (1/2) acre or more in area, blocks up to twenty-one hundred (2100) feet in length may be approved. Block lengths shall be subject to the discretion of the Village Planning Board.

Pedestrian crosswalks of not less than ten (10) feet in width may be required to provide circulation or access to schools, playgrounds or other similar uses.

**Section 6.07. Open Spaces.** Where a proposed park, playground, school or other public use is located in whole or in part in the subdivision, the Village Planning Board may require the dedication or reservation of such area if considered practical.

**Section 6.08. Use.** No property shall be subdivided for residential use if such property is considered unsuitable for residential purposes by the Village Planning Board. All property uses and area regulations must be in accordance with the Zoning Ordinance.

**Section 6.09. Utilities and Improvements.**

A. Subdivision plats shall not be approved by the Village Council unless the subdivider has agreed to install the Village Council to guarantee the following improvements:

- Roadway surfacing.
- The installation of all streets and intersections shall have a minimum width of twenty-seven (27) feet for all residential streets. The roadway shall consist of a concrete pavement placed upon a suitable base for all residential streets, such concrete pavement shall be approved and installed in accordance with the engineering standards of the Village of Beverly Hills. Said improvements shall be installed, inspected and approved by the Village Engineer prior to the installation of any improvement permit by the Building Inspector for any use improvement.
- Curbs and appropriate material shall be provided along roadways.
- The installation of trunk line and lateral sewers and storm inlets and/or other suitable surface water sheds and any other necessary appurtenances.
- The installation of trunk line and lateral sanitary sewers with building connections to the property lines and from the rear lateral or trunk line sewer, and any other necessary appurtenances.
- The installation of water mains, fire hydrants and any other necessary appurtenances.
- All plans and specifications of utilities and/or improvements, heretofore mentioned must be approved by the Village Engineer prior to the installation of the same under the direction of the Village Engineer in strict accordance with the Village of Beverly Hills' engineering specifications and standards designated on the plans and various kinds of improvements, which specifications are made a part hereof fully as much as if set forth herein in full.

B. All open spaces in the subdivision shall be graded in such a manner as will avoid the ponding of storm water in the rear open spaces of the subdivision.

C. Each lot shall drain generally to the street, with a grade of not less than one percent (1%) so that water will be allowed to flow from the street to the ground and away from the walls of the building.

D. In general, the rear open spaces shall slope from the rear property line towards the rear property line. The valley formed in the rear open space shall slope towards the side open space or to the driveway on one side of the lot. The driveway or side open space shall be so graded as to allow the water to drain from the ground from the rear open space of the lot to the streets. In the event that prevailing grade conditions do not permit drainage of rear open spaces, the subdivider shall provide for the minimum longitudinal grade of the rear easement may be permitted, which shall not be sloped more than four-tenths (4/10) of a foot per one hundred (100) feet. The minimum longitudinal grade shall be low point shall be drained with beehive type inlets and extended drains to the street. Each detail plan shall be prepared by the builder and approved by the Village Engineer, prior to the installation of any occupancy permit for use improvements adjoining said drainage improvements.

E. All rear open spaces shall be graded to adjacent rear or side property lines as to acquire a slope of more than one (1) foot in two (2) feet, and such slope shall lie wholly within the lot. The Village Engineer may require a retaining wall to be placed on the rear or side lot line where excessive cut or fill may interfere with normal drainage of the whole lot or adjoining property.

F. Buildings shall be placed on lots so as to minimize the interference with the flow of surface water. Any grading on the lot shall not divert surface water to adjoining lots other than the manner specified above.

G. Street signs shall be provided by the subdivider of the same type and design in general use within the Village of Beverly Hills.

H. Street trees shall be provided and installed by the subdivider in accordance with a planting plan approved by the Village Council.

**ARTICLE 7. ENFORCEMENT.**

Section 7.01. Approval of Village Council Required. No plat shall be recorded or transmitted by the State approving agency or official approval until each plat shall have been approved by the Village Council.</