

A REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:30 P.M. APRIL 22, 2014 AT CITY HALL BY CHAIRPERSON BARNETT.

PRESENT: Martin Smith Mark Richardson Eric Murrell
David Barnett Tim Murad
Dean Smith Ann Shadle Michele Buckler

ABSENT: Dottie Popp

ALSO PRESENT: Wasim Jamil, 4138 Twelve Mile Road
Jack Guirey, 1009 Oxford
David Sabuda, Finance Director / Treasurer
Tina Edgar, Council Liaison
Amy Vansen, City Planner

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APPROVAL OF AGENDA

It was moved by Commissioner Murad to approve the agenda.

Supported by Commissioner Murrell.

AYES: Dean Smith, Buckler, Richardson, Shadle, Martin Smith, Murrell, Murad, Barnett

NAYS: None

ABSENT: Popp

Motion Carried.

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APPROVAL OF MINUTES

It was moved by Commissioner Dean Smith to approve the minutes of the regular meeting for March 25, 2014.

Supported by Commissioner Richardson.

AYES: Dean Smith, Buckler, Murrell, Murad, Richardson, Martin Smith, Shadle, Barnett

NAYS: None

ABSENT: Popp

Motion Carried.

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COMMUNICATIONS

Ms. Vansen called attention to the Downtown Development Authority minutes and the Woodward Transit PowerPoint presentation and minutes. She advised there would be a meeting on Thursday, May 8 with individual communities to finalize station locations. The Planning Commission asked Ms. Vansen to keep it informed of the meeting time.

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CITIZEN COMMENTS

None

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1. **PRESENTATION:** Presentation and consideration of the City's Capital Improvements Program

David Sabuda presented the Capital Improvements Plan. He advised that last year the CIP had \$22.5 million worth of projects. This year it has \$28 million.

Commissioner Richardson asked about grants being considered for the wayfinding implementation. Mr. Sabuda advised that Administration is always looking for alternative funding sources.

Commissioner Murad asked if the Coolidge linear park was being considered with the Coolidge improvements north of Twelve Mile.

It was moved by Commissioner Murad to recommend the Capital Improvements Program to the City Council.

Supported by Commissioner Shadle.

AYES: Shadle, Buckler, Richardson, Dean Smith, Murrell, Martin Smith, Murad, Barnett

NAYS: None

ABSENT: Popp

Motion Carried.

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2. **SITE PLAN REVIEW SP-03-14** Matrix Motors, 3224 Eleven Mile Road, northwest corner of Eleven Mile and Gardner, is requesting site plan approval to enclose the site with an obscuring fence.

Ms. Vansen advised that the City had received a letter of concern from a neighbor.

The applicant, Mr. Banot, was present. The applicant advised that in order to move forward with the addition that had been approved last year, he was going to need additional parking. He did not want to enter into a shared parking agreement. He would like to keep the fence that was installed last year.

The Planning Commission expressed concern that the fence was approved as part of a larger improvement and now that was not going to happen. There were questions as to what exactly Matrix Motors does.

There was concern about the neighbor's complaints.

There was a general consensus that the obscuring fence helps rather than aggravates the situation.

It was moved by Commissioner Martin Smith to approve SP-03-14 with the following conditions:

- **Maintain 3 parking spaces for customer and employee parking**
- **Install a key box per the International Fire Code.**

Supported by Commissioner Murrell.

AYES: Shadle, Buckler, Richardson, Murrell, Martin Smith, Murad, Barnett

NAYS: Dean Smith

ABSENT: Popp
Motion Carried.

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3. **SITE PLAN REVIEW SP-04-14** Mug and Jug, 4138 Twelve Mile Road, northwest corner of Twelve Mile and Ellwood, is requesting site plan approval for a façade change.

Mr. Wasim Jamil, owner of Mug and Jug, was present. He stated that he wanted to do a facelift on the building. He was not sure if the existing face brick would be removed.

The Commission expressed concern over the extent of the improvements and not knowing where the property line was. Commissioner Martin Smith pointed out that a street light is very close to the building on Twelve Mile and the proposed improvements may make that sidewalk even narrower.

With regard to the façade improvements not being extended the full length of the east façade, the applicant advised that it was just too much money.

It was moved by Commissioner Martin Smith to approve SP-04-14 with the following conditions:

- **Provide a survey to the City verifying the location of the property lines and the location of the proposed pilasters.**
- **Modify the pilasters if necessary so there is no encroachment onto the County right of way.**
- **The concrete block wall along the north portion of the east façade shall be painted.**

Supported by Commissioner Richardson.

AYES: Shadle, Buckler, Richardson, Dean Smith, Murrell, Martin Smith, Murad, Barnett

NAYS: None

ABSENT: Popp

Motion Carried.

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4. **DISCUSSION:** Discussion regarding possible changes to *Berkley City Code*, Chapter 94 *Signs* relative to illuminated signs.

The Commission asked Ms. Vansen to determine why Royal Oak and Birmingham each chose a light limit of 0.08 footcandles.

There was some discussion about converting the unit nits to the unit footcandles. Ms. Vansen advised that there isn't a way to convert and will provide the Planning Commission with that information.

The Commission was also interested in hearing from an illumination expert, perhaps from the IES. Ms. Vansen will see if she can find someone to present.

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5. **DISCUSSION:** Discussion regarding possible changes to *Berkley City Code*, Chapter 138 *Zoning* relative to architectural features.

There was discussion about architectural features. Ms. Vansen presented an ordinance and the Planning Commission discussed possible deficiencies within the existing language including being silent on the issue of a foundation and also the term “nominally demountable”.

Ms. Vansen advised she would discuss the matter with the Building Official and report back to the Planning Commission.

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6. **DISCUSSION:** Discussion regarding possible changes to *Berkley City Code*, Chapter 138 *Zoning* relative to how building height is determined.

Ms. Vansen presented her report relative to roof pitches. There was discussion regarding various roof pitches and roof styles.

Ms. Vansen will begin drafting an ordinance that defines various roof types based upon the minimum pitches as well as the roof construction.

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CITIZEN COMMENTS

None.

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LIAISON REPORTS

Commissioner Dean Smith reported that the ZBA did not meet.

Commissioner Popp was absent so there was no report from the Downtown Development Authority.

Commissioner Murad reported that the Chamber is working on a website redesign, a new city map, and the Art Bash.

Commissioner Richardson the Environmental Advisory Committee will provide a bike valet during the Art Bash and is hosting a workshop at the library on April 29 entitled Green Gardening Practices.

Chairperson Barnett reported that the City Council adopted the bike route as recommended by the Planning Commission.

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STAFF/COMMISSIONER COMMENTS

Commissioner Richardson remarked that it was Earth Day and commented on the leadership in Berkley moving toward sustainability and that he was very proud of the City.

Commissioner Shadle commented on the phones at the City and how problematic service has been lately.

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There being no further business, Chairperson Barnett adjourned the meeting at 9:17 PM.