

**A REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:30 P.M. MARCH 25, 2014 AT CITY HALL BY CHAIRPERSON BARNETT.**

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

**ABSENT:** Dottie Popp

**ALSO PRESENT:** Jack Guirey  
Tara Hayes  
Jack Blanchard, City Council  
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 Richardson.  
**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 February 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 advised that she received communication from the City of Southfield stating that the City will be updating its master plan soon.

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**CITIZEN COMMENTS**

None.

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1. **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.

Mr. George Banot, the business owner and his builder were present. The builder advised that his client now intends to construct the building that was approved by the Planning Commission in December 2013.

When the Planning Commissioners asked about the gate being frequently closed and where customers park. The builder responded that customers are parking at Acme Tube Bending across Gardner or at the gas station next door, or across Eleven Mile in Oak Park.

Commissioner Dean Smith advised that any consideration of a building addition needed to include a joint parking agreement with a neighboring business.

Ms. Vansen advised that the City would need 14 sets of plans before considering any building addition.

**It was moved by Commissioner Murrell to postpone SP-03-14 to the April 22, 2014 meeting. Supported by Commissioner Martin Smith.**

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

**NAYS:** None

**ABSENT:** Popp

**Motion Carried.**

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2. **DISCUSSION:** Discussion regarding bicycle routes.

Ms. Vansen recalled that the Planning Commission in February had recommended a bicycle route for City Council consideration. Ms. Vansen had since prepared a report for City Council explaining the bicycle route. She wanted to ensure the report was sufficient before sending it onto City Council.

The Planning Commission was pleased with the report.

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

Councilmember Blanchard submitted his recommendations regarding illuminated signs. The Planning Commission discussed the issues regarding brightness. There was concern that even though the LED signs installed recently do not change, the brightness is actually a safety hazard.

The Commission asked Ms. Vansen to find out what neighboring communities are requiring and to determine how the City could verify compliance.

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

Ms. Vansen reviewed her report relative to architectural features.

The Commission discussed that an architectural feature is an accessory element as opposed to the majority of a wall or building.

The Commission thought the current ratio of 2 inches to every one foot of setback was an appropriate one. A percentage of the entire wall was considered optimal.

The Commission asked Ms. Vansen to draft an ordinance for consideration.

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

Ms. Vansen reviewed her report regarding building height and the issue of proportion particularly with gambrel roofs.

After some discussion, the Commission thought that a gambrel roof should be defined with particular proportions (60 degrees for the first angle and 30 degrees for the second angle).

Ms. Vansen is to draft an ordinance for consideration.

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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 DDA.

Commissioner Murad reported that the Chamber mailed coupons to the City's residents. The Chamber is now working on a City map.

Commissioner Richardson did not have an update from the Environmental Advisory Committee.

Chairperson Barnett reported that the City Council undertook a contract for a building assessment with SHW Group.

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**STAFF/COMMISSIONER COMMENTS**

Ms. Vansen read the press release reporting that the City of Berkley had been recognized for Environmental Leadership by the Michigan Municipal League.

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There being no further business, Chairperson Barnett adjourned the meeting at 8:47 PM.