

A REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:30 P.M. NOVEMBER 24, 2015 AT CITY HALL BY CHAIRPERSON BARNETT.

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

ABSENT: Joe Tangari

ALSO PRESENT: Amy Vansen, City Planner

APPROVAL OF AGENDA

It was moved by Commissioner Murad to approve the agenda.
Supported by Commissioner Richardson.
AYES: Richardson, Popp, Murrell, Shadle, Buckler, Smith, Murad, Barnett
NAYS: None
ABSENT: Tangari
Motion Carried.

APPROVAL OF MINUTES

It was moved by Commissioner Richardson to approve the minutes of October 27, 2015.
Supported by Commissioner Popp.
AYES: Richardson, Popp, Shadle, Buckler, Murrell, Smith, Murad, Barnett
NAYS: None
ABSENT: Tangari
Motion Carried.

COMMUNICATIONS

Ms. Vansen called attention to Downtown Development Authority minutes for October and November.

CITIZEN COMMENTS

None.

1. **DISCUSSION:** Discussion regarding proposed residential form based code.

The Commission discussed the proposed form based code.

When do Changes to Existing Development trigger the Form Based code?

The Commission determined that new construction will be required to comply. On additions, the new code should be applied only to the affected area. There was discussion about changes of use from single family to duplex and whether or not this change would trigger compliance with the form based code. The Commission determined that keeping the single family house looking (in so far as possible) like a single family house despite it being a duplex would be a benefit the neighborhood.

Stoops and Porches:

Based upon past discussion, Ms. Vansen had drafted a set of standards for stoops and porches:

Landings of some kind are required on all single family, duplex, and townhouses. The landing needs to be classified as either a stoop or a porch. If it is a porch, it must have a roof and must be between 6 and 8 feet deep. A stoop cannot be wider than 150% of the door width. The depth of the stoop is stipulated by building code. If the proposed landing is wider than 150% of the door width, then it is a porch and must meet the requirements of porch as stated above.

However, the Building Official advised that deck style front porches were very popular and that essentially banning them would be an issue. The Commission discussed the challenges and opportunities of deck style porches. The Commission asked Ms. Vansen to research standards to allow deck style porches, but make them more aesthetically pleasing.

Townhouses:

It was confirmed that townhouses would go before the Planning Commission for approval.

There was discussion on the minimum parcel size. It was determined that an 80 foot x 90 foot parcel was sufficient. The exterior side yard was increased to 20 feet from the proposed 15 feet.

Window heads and sills shall be articulated. Windows shall be graduated in size with the first floor windows being tallest and the top story windows being the shortest.

Minimum window area on facades facing streets each 17%. Secondary facades shall each be 15%.

Front loading garages will be prohibited. Porches or stoops will be required.

The corner unit may face the secondary (not the collector) street.

Building materials: Materials will need to wrap around the structure (for example, no brick just on the front façade—if they do brick, it needs to wrap around the building to some extent).

Screening: a shadowbox style fence required between the parking and the abutting property.

The Planning Commission may revise these requirements, if the Commission finds that the standards for Site Plan Approval, as outlined in Section 138-678, have been met.

Flats and Apartments:

It was confirmed that apartments would go before the Planning Commission for site plan approval.

First floor windows shall be taller than the rest of the windows. Window heads and sills shall be articulated.

Facades shall have a top, middle and bottom distinguished in terms of building material, window size or other design element.

Primary building material: brick or stone (no other decorative masonry).

A brick or stone screenwall separating the parking portion of the parcel from the neighboring parcel.

Parking shall be in the rear or the side yard.

The Planning Commission may revise these requirements, if the Commission finds that the standards for Site Plan Approval, as outlined in Section 138-678, have been met.

Zoning for these building types:

The Commission discussed the proposed zoning map. Duplexes and triplexes would be permitted in what is now classified as the R-1D district.

Townhouses would be permitted in the R-1D district on parcels abutting collector streets; Planning Commission approval would be required.

The Commission determined that it wanted to propose Map "B" with the following additions:

Kenmore between Twelve Mile and Beverly: both sides of Kenmore should be zoned to allow Multiple Family.

Eleven Mile stretch: add the following blocks: Stanford to Cass and Cass to Mortenson. Color from Eleven Mile to north of Princeton. Likewise between Mortenson and Coolidge, color the north side of Princeton.

CITIZEN COMMENTS

None.

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LIAISON REPORTS

Commissioner Popp referred to the Downtown Development Authority minutes.

Commissioner Murad reported that the Chamber met on November 11. The Chamber is working on Berkley Bucks and an Irish Festival.

Commissioner Richardson reported that the Environmental Advisory Committee has several vacancies. If anyone is interested in serving, s/he should contact the City Clerk’s office. The Committee is considering developing a sustainability plan.

Chairperson Barnett reported that the City Council received the branding study.

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STAFF/COMMISSIONER COMMENTS

Commissioner Smith reported that he and several other Planning Commissioners attended the Recreation Plan Open House which was held on November 12.

All of the commissioners wished everyone a Happy Thanksgiving.

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There being no further business, Chairperson Barnett adjourned the meeting at 9:04 PM.