THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, JUNE 23, 2020 VIA ELECTRONIC MEETING BY CHAIR KRISTEN KAPELANSKI

The minutes from this meeting are in summary form capturing the actions taken on each agenda item. To view the meeting discussions in their entirety, this meeting is broadcasted on the city’s government access channel, WBRK, every day at 9AM and 9PM. The video can also be seen, on-demand, on the city’s YouTube channel: https://www.youtube.com/user/cityofberkley.

PRESENT: Michele Buckler Tim Murad Kristen Kapelanski
Lisa Kempner Greg Patterson Mark Richardson
Martin Smith Matt Trotto

ABSENT: Jeff Campbell

ALSO PRESENT: Erin Schlutow, Community Development Director
Torri Mathes, Community Engagement Officer
Dan Hill, Public Policy Assistant
Stan Lisica, Innovation Officer

Approval of Agenda
It was moved by Commissioner Murad to approve the Agenda supported by Commissioner Buckler.

AYES: Kempner, Murad, Patterson, Richardson, Smith, Trotto, Buckler, Kapelanski
NAYS: None
ABSENT: Campbell

Approval of Minutes
It was moved by Commissioner Trotto to approve the minutes from May 26, 2020 and supported by Commissioner Kempner.

AYES: Murad, Patterson, Richardson, Smith, Trotto, Buckler, Kempner, Kapelanski
NAYS: None
ABSENT: Campbell

Communications
None.

Citizen Comments
Chair Kapelanski read instructions for public to submit comments during the virtual meeting.

None.
1. **PUBLIC HEARING:** Zoning Ordinance Text Amendment Section 138-298 to remove references to BOCA.

   Community Development Director Schlutow provided a summary of the April 18, 2020 memo related to the reason for the removal of BOCA from the Zoning Ordinance and replacement with the Michigan Residential Code.

   Chair Kapelanski opened the public hearing at 7:06pm.

   No public comment.

   Chair Kapelanski closed the public hearing at 7:06pm.

   Commissioner Smith motioned to recommend approval of the removal of references to BOCA in Section 138-298 to City Council. Supported by Commissioner Murad.

   **AYES:** Patterson, Richardson, Smith, Trotto, Buckler, Kempner, Murad, Kapelanski
   **NAYS:** None
   **ABSENT:** Campbell

2. **PUBLIC HEARING:** Local Business District (LB) site regulations in the Schedule of Regulations, Section 138-526.

   Community Development Director Schlutow summarized the staff report detailing the proposed ordinance text amendment to add site development standards related to height, setbacks, lot coverage, etc. to Section 138-526, *Schedule of Regulations* in the Berkley Zoning Ordinance.

   Chair Kapelanski opened the public hearing at 7:09pm.

   No public comment.

   Chair Kapelanski closed the public hearing at 7:09pm.

   Commissioner Patterson motioned to recommend approval of the ordinance amendment to include site regulations for the Local Business District in Section 138-526, *Schedule of Regulations*, in the Berkley Zoning Ordinance to City Council. Supported by Commissioner Buckler.

   **AYES:** Richardson, Smith, Trotto, Buckler, Kempner, Murad, Patterson, Kapelanski
   **NAYS:** None
   **ABSENT:** Campbell

3. **DISCUSSION:** Review and discussion for ordinance text amendments for modifying parking requirements during site plan review.

   Director Schlutow provided a summary of the discussion item and proposed ordinance amendment. It had been previously discussed at the February 2020 Planning Commission meeting. Draft Ordinance language was provided to the Commissioners to discuss.

   Commissioners discussed possibilities related to land banking for future needs and the need to carefully review each request as it is presented and not give approvals for every request.

   Director Schlutow will put together additional information for the Commissioners to review at the next
meeting.

4. **MASTER PLAN 2020**: Update on progress of Master Plan community engagement activities and discussion for structure of Master Plan document.

Director Schlutow provided an update on the number of responses to the community survey, the online webinar series hosted by Carlisle Wortman, and focus group discussions. It was requested for the PC to discuss how they would like the Master Plan document to be organized.

Commissioners discussed a thematic design for the MP document and possible themes including, sustainability, housing, community aesthetic, strong downtowns, urban recreation, strong downtown.

* * * * * * * * * *

**LIAISON REPORTS**
Commissioner Richardson provided an update on the Environmental Committee, and were able to meet for the first time since February. Commissioner Richardson was re-elected as Chair. He reported that the Stormwater Detention Project is continuing and possible recommendations will be forthcoming. Also discussing possibility of a community garden.

Commissioner Trotto was unable to attend the June DDA meeting.

Commissioner Murad attended the Chamber meeting. He reported that most summer events have been cancelled and there are ongoing discussions related to assisting businesses with outdoor dining, sales opportunities.

Commissioner Patterson attended the Parks & Recreation Board meeting. He reported on the status of the P&R Master Plan and development of Oxford Merchants Park splash pad.

* * * * * * * * * *

**STAFF/COMMISSIONER COMMENTS**
None.

Commissioner Murad motioned to adjourn. Motion supported by Commissioner Trotto

AYES: Smith, Trotto, Buckler, Kempner, Murad, Patterson, Richardson, Kapelanski
NAYS: None
ABSENT: Campbell

With no further business, the meeting was adjourned at 8:17pm.