THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, AUGUST 25, 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         Mark Richardson  Matt Trotto
Martin Smith         Jeffrey Campbell

ABSENT:
Greg Patterson

ALSO PRESENT:
Erin Schlutow, Community Development Director
Ross Gavin, City Council Liaison
Torri Mathes, Community Engagement Officer
Dan Hill, Public Policy Assistant
Joe Bartus

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APPROVAL OF AGENDA
It was moved by Commissioner Trotto to approve the Agenda supported by Commissioner Murad.

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

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APPROVAL OF MINUTES
It was moved by Commissioner Kempner to approve the minutes from July 28, 2020 and supported by Commissioner Richardson.

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

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COMMUNICATIONS
None.

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CITIZEN COMMENTS
Chair Kapelanski read instructions for public to submit comments during the virtual meeting.

None.

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1. **MASTER PLAN 2020:** Discussion on Woodward, Eleven Mile corridors and update on Master Plan community engagement activities.

Community Development Director Schlutow discussed the Woodward and Eleven Mile corridors and summarized the conversation that took place with the Master Plan Steering Committee the previous week. There was also discussion about developing design guidelines for each corridor that would encourage a visual aesthetic to be cohesive throughout the community.

Commissioners commented on creating more density on Eleven Mile for multi-family housing and the concern for increased traffic. The intent was development would be modest in scale so as not to create increased traffic or negatively impact the adjacent residential properties. The multi-family on Eleven Mile would be modest in scale. Parcel consolidation would be considered for future development. Scaled residential development, live/work units would be possible on Eleven Mile. Commissioners also noted that opening the zoning and land use options would be beneficial, so as to let the market decide. Additionally, there should be a focus on streetscape elements to enhance the corridor.

Commissioners commented on Woodward and Berkley’s participation in the many planning documents over the years. As a state highway, Berkley is limited in what can and cannot be done, but should focus on long-term vision and planning efforts. The roadway has been studied for many years and it is a collection of projects, businesses. It’s a regional roadway, not our downtown.

Commissioners also discussed Westborn Market project and how it was developed and received by the community.

Commissioners discussed moving the Public Works yard to Eleven Mile from current location.

Commissioners discussed the draft outline for the Master Plan.

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

Director Schlutow summarized the discussion memo and provided examples of what other comparable and surrounding communities have implemented in terms of allowing the planning commission to grant a parking modification or deviation during site plan review. A percentage cap on the number of spaces permitted to be modified was included in the latest version, as well as some minor edits to the ordinance language. Director Schlutow also provided an analysis on the most recent site plans and how many parking spaces may have qualified for a parking modification, if requested, and how that would impact the development of the overall site.

Chair Kapelanski directed staff to set the public hearing for the September meeting.

3. **DISCUSSION:** Review and discussion for ordinance text amendments for site plan projects and allowing extensions for site plan approvals

Director Schlutow provided a summary of the discussion item and proposed ordinance amendment. Draft Ordinance language was provided to the Commissioners.

Commissioners discussed the inclusion of the Eleven Mile District requiring plan approval and façade alterations.

Commissioner Trotto inquired about window transparency requirements. Director Schlutow noted that
this would be something to include in future discussions. Chair Kapelanski and Commissioner Smith agreed that visual transparency should be reviewed separately.

Commissioner Richardson noted that a request for a site plan approval extension may be reviewed and granted for reasonable cause.

Chair Kapelanski directed staff to set the public hearing for the September meeting.

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LIAISON REPORTS
Commissioner Murad noted that the Chamber is still planning on hosting the State of the City addresses. It will be a virtual event on October 29, 2020. This will be Commissioner Murad’s final report from the Chamber.

Commissioner Richardson reported on the Environmental Advisory Board and the change in meeting schedule for the remainder of the year.

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STAFF/COMMISSIONER COMMENTS
Commissioner Trotto appreciated the improvements at Wiltshire and Coolidge at Mr. J’s.

Commissioner Richardson acknowledged Michele Buckler and Tim Murad. Both individuals have been outstanding commissioners; very civic minded. He wanted to personally thank them for their service and acknowledge Commissioner Buckler’s time as Chair through an interesting time.

Commissioner Smith stated that he liked seeing movement on the La Salette project. He inquired about the status of Berkley School Plaza Project. He also stated that he would miss Commissioners Buckler and Murad and thanked them both for their input and service.

Commissioner Kempner wished Commissioners Buckler and Murad well on their future endeavors.

Chair Kapelanski gave her appreciation to Commissioners Buckler and Murad for their civic engagement and participation.

Commissioner Murad noted he joined in April/May 2006 and has served with three Chairs, one of whom was Michele Buckler, three city planners, two city managers, four mayors, countless other commissioners, as well as councilmembers. He stated it was his pleasure to serve the community and he will be around to keep an eye on things. He wished good luck to the new commissioners. He will still be active in the Chamber.

Commissioner Buckler stated she has enjoyed her time on the Planning Commission and has learned a lot. She expressed her appreciation for Commissioner Smith always focusing on the details, and Commissioner Richardson, and Commissioner Murad always being prepared. She noted she will keep up her community engagement and volunteerism. She thanked city staff and wished best of luck to staff and the new commissioners.

Director Schlutow thanked Commissioners Buckler and Murad for their years of service and wished them
well in the future.

Commissioner Murad motioned to adjourn. Motion supported by Commissioner Buckler.

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

With no further business, the meeting was adjourned at 8:18pm.