THE WORK SESSION OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, DECEMBER 1, 2020 VIA ELECTRONIC MEETING BY CHAIR KRISTEN KAPELANSKI

PRESENT:  
Joe Bartus, Berkley Michigan  
Julie Stearn, Berkley Michigan  
Kristen Kapelanski, Berkley Michigan  
Lisa Kempner, Berkley Michigan  
Greg Patterson, Berkley Michigan  
Martin Smith, Berkley Michigan  
Mark Richardson, Berkley Michigan (joined at 7:10pm)

ABSENT:  
Matt Trotto

ALSO, PRESENT:  
Megan Masson-Minock, Carlisle Wortman Associates  
Ben Carlisle, Carlisle Wortman Associates  
Erin Schlutow, Community Development Director  
Ross Gavin, City Council Liaison  
Torri Mathes, Community Engagement Officer

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CITIZEN COMMENTS  
Chair Kapelanski read instructions for public to submit comments during the virtual meeting.  
None.

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Community Development Director Schlutow provided a brief background on the work sessions and an introduction to Megan Masson-Minock and Ben Carlisle from Carlisle Wortman Associates.

Ben Carlisle updated the PC on the revised schedule for the remainder of the Master Plan project and projected dates for adoption. Lots of time was spent on demographics and community input.

Existing Land Use  
Megan Masson-Minock went over the Existing Land Use Map, which include changes to the roads that were incorrectly designated as parcels and Oxford Park.

Draft Chapters  
Megan Masson-Minock went through draft chapters. Commissioners discussed the focus on the COVID pandemic, using different pictures, adding a timeline in the history section, verifying figures of demolished homes and adding graphics to the document.

Commissioners inquired about qualifying terms, explanation of walkability score for context and the survey results focused on restaurants.

Megan Masson-Minock went through the Vision, Mission and Values, which is the framework of the Master Plan. Commissioners discussed including pictures of senior residents and removing the numbers ranking on values.

Future Land Use  
Megan Masson-Minock went over the draft Future Land Use map.

Commissioners noted that the green transitional buffer is better than a dotted line, but needs clarity for future uses. A need for educational component to the maps and plan that needs to go to the public and concern that nothing will happen to any properties located in the green transitional zone.
Commissioners noted that they would like to see a more realistic corridor, rework the language for what is intended and to see the map in context. It was agreed to bring the FLU back to the next work session with precise language, in context, and how to communicate the map and intentions to the public.

Ben Carlisle noted that the Future Land Use Map is one of the most important issues in the Plan and can continue to be resolved throughout the process.

Commissioners discussed Oxford Towers and whether that should be a separate land use category. Concern was noted that the density should not be reduced, and the existing building fills a need in the community.

Megan Masson-Minock highlighted the multi-family parcels west of Coolidge Hwy behind the commercial properties and if that wanted to continue. Commissioners noted it was a good area for multi-family and there isn't enough in the city.

Commissioners noted favor of duplexes in the single-family neighborhood and can fit with design guidelines. It was also noted that duplexes may be easier for the public if located on the corridors. The Accessory Dwelling Units are a bit more difficult in relation to setbacks and on-street parking restrictions.

**Neighborhood**

Commissioners discussed home occupations allowed in residential areas.

Commissioners discussed infill development in existing neighborhoods, including regulations for height, roof pitch, floor-to-area ratio, impervious surface ratio.

Commissioners discussed housing diversity in terms of stock, design, income, etc. They noted wanting to encourage redevelopment while preserving the existing housing stock.

**Actions to Help Neighborhoods**

Megan Masson-Minock reviewed the actions from the current Master Plan designed to help neighborhoods. Commissioners discussed actions to keep and actions to delete or modify.

Commissioners discussed aging in place, Universal Design, housing rehabilitation programs, and home loan programs.

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**Meeting ended at 8:54pm.**