THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, MAY 25, 2021 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: Joe Bartus, Berkley Michigan       Julie Stearn, Beverly Hills Michigan
       Lisa Kempner, Berkley Michigan       Mark Richardson, Berkley Michigan
       Greg Patterson, Berkley Michigan    Shiloh Dahlin, Berkley Michigan
       Kristen Kapelanski, Berkley Michigan Martin Smith, Berkley Michigan

ABSENT: Matt Trotto

ALSO, PRESENT: Harrison Porter, IT Coordinator
                Megan Masson Minock, Carlisle Wortman Associates
                Erin Schlutow, Community Development Director

Motion by Commissioner Richardson to excuse Commissioner Matt Trotto, due to a scheduled conflict. Motion supported by Commissioner Patterson.

AYES: Dahlin, Kempner, Patterson, Richardson, Smith, Stearn, Bartus, Kapelanski
NAYS: None
ABSENT: Trotto

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APPROVAL OF AGENDA

Suggested revision to move the Master Plan discussion to the first item on the agenda.

Motion by Commissioner Richardson to approve the amended agenda. Motion supported by Commissioner Patterson.

AYES: Kempner, Patterson, Richardson, Smith, Stearn, Bartus, Dahlin, Kapelanski
NAYS: None
ABSENT: Trotto

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APPROVAL OF MINUTES

Commissioner Kempner noted that there was an error on Item #4. The draft minutes stated Commissioner Kempner made the motion and seconded. Commissioner Kempner noted that Commissioner Patterson supported the motion.

Motion by Commissioner Kempner to approve the amended minutes from the regular Planning Commission meeting on April 27, 2021 and supported by Commissioner Bartus.

AYES: Patterson, Richardson, Smith, Stearn, Bartus, Dahlin, Kempner, Kapelanski
NAYS: None
ABSENT: Trotto

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COMMUNICATIONS
None

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

NEW BUSINESS
3. **MASTER PLAN:** Matter of discussing the draft text of the Berkley Master Plan.

Megan Masson-Minock led the discussion related to the draft Master Plan. She noted that the plan is 75% complete. There are some sections that have not been completed, as well as new additions to the text, such as a proposed map for locations of duplexes that should be reviewed and discussed to determine if it should be included in the draft.

Commissioners noted things that they liked about the plan and items that need to be discussed or clarified.

Commissioners discussed the Future Land Use Map and noted some items that needed to be changed or clarified. Concerns were expressed about the Potential Corridor Expansion Transition Buffer and need for more explanation on the area proposed. Commissioners discussed the Transition Buffer on major roadways and where it is best suited.

Commissioners discussed the draft map related to proposed locations for duplexes. Commissioners discussed concerns related to the map and the public’s reaction. It was noted that explanation text related to potential duplex locations would be best and to eliminate the map from the final document.

Commissioners discussed Accessory Dwelling Units (ADU’s) as alternative housing types, as well as potential locations for future regulations.

Commissioners discussed styling aspects of the plan, as well as design guidelines for the corridors. Commissioners went through the text and brainstormed alternate language. Commissioners also discussed adding more clarifying language that will differentiate the future land use map with the rezoning process.

Megan Masson-Minock asked the Planning Commission to send any other comments, edits, typos by the end of the week.

NEW BUSINESS
1. **DISCUSSION:** Matter of discussing ordinance amendments to expand permitted uses in the
Downtown District.

Motion by Commissioner Kempner to postpone the discussion until the next regular meeting or work session to be held June 1, 2021. Motion supported by Commissioner Stearn.

AYES: Richardson, Smith, Stearn, Bartus, Dahlin, Kempner, Patterson, Kapelanski
NAYS: None
ABSENT: Trotto

2. **DISCUSSION:** Matter of discussing ordinance amendments related to State Licensed Residential Facilities.

Motion by Commissioner Kempner to postpone the discussion until the next regular meeting or work session to be held June 1, 2021. Motion supported by Commissioner Patterson.

AYES: Smith, Stearn, Bartus, Dahlin, Kempner, Patterson, Richardson, Kapelanski
NAYS: None
ABSENT: Trotto

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**LIAISON REPORTS**
Commissioner Richardson updated the PC on the activities of the Environmental Advisory Board.

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**STAFF/COMMISSIONER COMMENTS**
None

Motion to adjourn by Commissioner Patterson. Motion supported by Commissioner Stearn.

AYES: Stearn, Bartus, Dahlin, Kempner, Patterson, Richardson, Smith, Kapelanski
NAYS: None
ABSENT: Trotto

With no further business, the meeting was adjourned at 8:50pm.