THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, JULY 27, 2021 AT BERKLEY CITY HALL 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
Lisa Kempner
Daniel Petrosky
Martin Smith
Kristen Kapelanski

Shiloh Dahlin
Greg Patterson
Mark Richardson
Julie Stearn

ABSENT:

None

ALSO, PRESENT:

Mike McGuinness, Berkley Downtown Development Authority
Erin Schlutow, Community Development Director
Ross Gavin, City Council Liaison
Daniel Hill, Public Policy Assistant

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APPROVAL OF AGENDA

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

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

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APPROVAL OF MINUTES

Motion by Commissioner Richardson to approve the minutes from the regular Planning Commission meeting on June 22, 2021 and supported by Commissioner Kempner.

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

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COMMUNICATIONS

City staff provided copies of Michigan Planner newsletter and Planning and Zoning News.

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CITIZEN COMMENTS
Chair Kapelanski read instructions for public to submit comments during the hybrid meeting. Comments can be made in person and via Zoom.

None.

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OLD BUSINESS

1. **PUBLIC HEARING:** Matter of conducting a public hearing to amend Section 138-32 to add a definition for Entertainment Establishments and amend Section 138-417 to add Entertainment Establishments as a permitted use in the Downtown District.

   Community Development Director Schlutow provided a summary of the discussion and proposed amendment for consideration.

   Chair Kapelanski opened the Public Hearing at 7:06pm.

   No comment.

   Chair Kapelanski closed the Public Hearing at 7:06pm.

   Motion by Commissioner Kempner to recommend approval Section 138-32 and amend Section 138-417 to City Council. Motion supported by Commissioner Patterson.

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

2. **PUBLIC HEARING:** Matter of conducting a public hearing to amend Section 138-192 to clarify ordinance language related to projections into a given yard.

   Community Development Director Schlutow provided a summary of the discussion and proposed amendment for consideration.

   Chair Kapelanski opened the Public Hearing at 7:09pm.

   No comment.

   Chair Kapelanski closed the Public Hearing at 7:09pm.

   Commissioner Richardson inquired about projections with foundations and proposed language. Commissioners discussed potential amended language.

   Motion by Commissioner Smith to recommend approval of amended Section 138-192 to City Council. Motion supported by Commissioner Petrosky.

   AYES: Petrosky, Richardson, Smith, Stearn, Bartus, Dahlin, Kempner, Patterson, Kapelanski
   NAYS: None
   ABSENT: None
NEW BUSINESS

3. **DISCUSSION:** Review and discussion for proposed ordinance amendments for the permitted location of exterior appliances on residential properties.

   Community Development Director Schlutow summarized the previous discussions related to Exterior Appliances, specifically generators, and looking at circumstances in which they may be permitted in the side yard of residential properties.

   Commissioners discussed regulations for generators in the side yard and possible language and provided direction to city staff.

4. **ELECTIONS:** Matter of electing a chair person, vice chairperson, and secretary of the Planning Commission.

   Commissioner Richardson nominated Chair Kristen Kapelanski to continue to serve as Chair of the Planning Commission. Motion supported by Commissioner Patterson.

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

   Chair Kristen Kapelanski nominated Vice Chair Smith to continue to serve as Vice Chair of the Planning Commission. Motion supported by Commissioner Dahlin.

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

   Vice Chair Smith nominated Secretary Richardson to continue to serve as Secretary of the Planning Commission. Motion supported by Commissioner Patterson.

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

5. **APPOINTMENTS:** Matter of appointing Planning Commission liaisons to the following Boards and Commissions:

   a. City Council – Chair Kristen Kapelanski
   b. Downtown Development Authority – Commissioner Lisa Kempner
   c. Chamber of Commerce – Commissioner Petrosky
   d. Environmental Advisory Committee – Commissioner Richardson

   Commissioner Smith asked about having a liaison to the Zoning Board of Appeals.
Commissioner Smith motioned for the above appointments, as noted. Motion supported by Commissioner Bartus.

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

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LIAISON REPORTS

Commissioner Richardson provided an update on the Environmental Advisory Committee and discussions related to proposed ordinance amendments related to sustainability and climate change. Beginning in September, the Committee will resume meeting monthly.

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STAFF/COMMISSIONER COMMENTS

Community Development Director provided an update on the Master Plan process. At the July 19, 2021 meeting, the City Council approved the distribution of the draft Plan to adjacent communities, Oakland County, and reviewing agencies. The draft plan is available on the website for review by the public. There are also comment boxes at all City facilities, including City Hall, DPW, DPS, Library, and Parks and Rec for people to review the plan and make any comments. Comments may also be submitted to City Hall or can be emailed to masterplan@berkleymich.net. The public comment period will conclude on September 23, 2021.

Chair Kapelanski asked about next steps. Director Schlutow summarized the public comments would be gathered in September and will be submitted to the Planning Commission for their review to determine if any changes to the draft plan need to be made.
For the adoption process, the Planning Commission will set a public hearing and hold the public hearing on the draft Master Plan. They will make a recommendation of approval to the City Council.

Commissioner Smith noted that he had recently frequented one of the new Oak Park facilities on 11 Mile Rd. He noted that it is hoped that some of that would spill over to Berkley side.
Commissioner Smith also asked about Citizens Bank on Woodward. Director Schlutow noted that there have been some inquiries from developers, but there have not been any formal plans submitted as of yet.

Commissioner Smith asked about the decision from the City Council related to the ZBA case. Councilmember Ross noted that conversations have been on-going between ZBA, staff and councilmembers.

Commissioner Richardson asked about the La Salette project. Director Schlutow noted that some work is being done inside the building. There have been discussions related to modifying the parking requirements on the site.
Commissioner Kempner noted excitement for the AquaTots project moving forward.
Motion to adjourn by Commissioner Richardson. Motion supported by Commissioner Kempner

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

With no further business, the meeting was adjourned at 7:46pm.