THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, AUGUST 24, 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  Shiloh Dahlin
Lisa Kempner  Greg Patterson
Daniel Petrosky  Mark Richardson
Martin Smith  Julie Stearn
Kristen Kapelanski

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 Smith to approve the agenda. Motion supported by Commissioner Kempner.

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

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APPROVAL OF MINUTES

Commissioner Smith noted that City Councilmember Ross Gavin attended the July 27, 2021 meeting.

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

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 138-192 to clarify ordinance language related to projections into given yard.

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

   Chair Kapelanski opened the Public Hearing at 7:05pm.

   No comment.

   Chair Kapelanski closed the Public Hearing at 7:05pm.

   Motion by Commissioner Kempner to recommend to amend Section 138-192 to City Council.
   Motion supported by Commissioner Bartus.

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

NEW BUSINESS

2. **DISCUSSION:** Matter of discussing ordinance amendment related to exterior appliances.

   Community Development Director Schlutow summarized request to consider amendment to non-conforming exterior appliances, in order to provide relief for property owners that have previously installed appliances that need to be replaced without requiring the recently adopted setback and screening requirements.

   Commissioners discussed the frequency of replacements and the threshold for requiring screening or setback requirements. Commissioners discussed replacing 50% threshold for screening requirements.

   Commissioners agreed to set the public hearing for future meeting.

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LIAISON REPORTS
Commissioner Kempner attended the DDA meeting and updated the Commissioners on the rebranding of the DDA. There have been discussions to getting new benches in the Downtown, which will be the same as those at Oxford Park. There were discussions related to murals and what constitutes advertising signage. The DDA was asking about the Design Guidelines.

Commissioner Richardson noted there was a meeting with the Tree Board and complimented Torri Mathes and Dan Hill on facilitating the workshop.

Commissioner Petrosky noted that the Chamber of Commerce meeting was scheduled to occur during the power outage and had to be cancelled.

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STAFF/COMMISSIONER COMMENTS

Commissioner Richardson asked if there is a preview of coming attractions or new projects that they can expect to see in the coming months. Community Development Director Schlutow noted that there have been discussions with many property owners related to façade improvements and those should be coming before the Planning Commission in the coming months.

Commissioner Smith asked about the Vinsetta properties and the demo of the existing homes and if the plans will be coming before the Planning Commission. Director Schlutow noted that there have been conversations related to the forthcoming plans but they have not been submitted yet.

Commissioner Smith asked City Councilmember Gavin about the status of the ZBA and the City Council’s decision related to settlement agreement for the generator in the side yard. He noted that members of the ZBA have not heard from members of City Council since the previous meeting. City Councilmember Gavin replied that there were conversations that occurred, but may have been before the previous month’s meeting. He noted that he does not have any updates. He thanked the former members of the ZBA for their service and understood that many people may not understand the decision by the City Council.

Community Development Director provided an update on the Master Plan process. The draft plan is available on the website for review by the public until September 23, 2021. 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. Director Schlutow noted that the demolition of the former Farina’s Banquet Hall is set to begin next week. The Berkley Plaza Project on Coolidge is set to begin next month. La Salette project is moving forward. They have submitted revised plans with some modifications to the parking layout, which will move the six parking spaces on Coolidge and relocate them elsewhere on the site. They will still meet their parking requirement, as they have modified their internal parking landscape islands to accommodate the extra parking spaces. The updated plans will be reviewed again to ensure compliance with all ordinances and requirements.

Commissioner Richardson asked Director Schlutow about Phase II of the La Salette development. The developers are still working through those plans and they have not been formally submitted.

Chair Kapelanski asked about the Design Guidelines. Director Schlutow noted that draft language has been sent to several individuals for review and consideration. They will meet to discuss edits or changes and then it will be given to DDA, PC for their review before discussing and presenting to the City business and property owners.
Motion to adjourn by Commissioner Richardson. Motion supported by Commissioner Dahlin.

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

With no further business, the meeting was adjourned at 7:51pm.