THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, SEPTEMBER 28, 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, Mark Richardson, Martin Smith, Julie Stearn, Kristen Kapelanski

ABSENT: Daniel Petrosky

ALSO, PRESENT: Molly Patterson, 26736 Wyoming, Huntington Woods
Nick Appleyard, 26736 Wyoming, Huntington Woods
Ken Moreland, Architect
Mike McGuinness, Berkley Downtown Development Authority
Erin Schlotow, Community Development Director
Ross Gavin, City Council Liaison
Daniel Hill, Public Policy Assistant
Other members of the public

Motion by Commissioner Richardson to excuse the absence of Commissioner Petrosky due to a scheduled conflict. Motion supported by Commissioner Patterson.

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

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APPROVAL OF AGENDA

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

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

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APPROVAL OF MINUTES

Motion by Commissioner Patterson to approve the minutes from the regular Planning Commission meeting on August 24, 2021 and supported by Commissioner Stearn.

AYES: Patterson, Richardson, Smith, Stearn, Bartus, Dahlin, Kempner, Kapelanski
NAYS: None
ABSENT: Petrosky
COMMUNICATIONS
City staff provided copies of Planning and Zoning News and a report from the Road Commission of Oakland County, as well as communications related to agenda items and the DDA flyer promoting BOO!KLEY Nights.

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.

OLD BUSINESS
None

NEW BUSINESS

1. **SP-01-21: 2717 Coolidge Hwy – Facade Change**: Nick Appleyard, owner, is proposing a façade change to the existing building at 2717 Coolidge Hwy.

   Community Development Director Schlutow summarized the September 21, 2021 review letter, noting the proposed façade changes to the building. Director Schlutow also summarized the review letters submitted by DPW and DDA. Engineering review by HRC is not required for this project.

   Nick Appleyard, owner, provided color samples to the Planning Commission and explained that they are proposing a brick exterior because it is believed that that is the materials that is currently behind the existing siding.

   Commissioners discussed the proposed exterior changes with the window coverage. It was noted the changes and increased window coverage will be a vast improvement to what is currently on site. Commissioners noted that the window coverage did not meet the minimum coverage requirement by ordinance, but the Planning Commission does have the authority to modify the window coverage requirement, if deemed appropriate. Commissioners were comfortable allowing the proposed window coverage, as it is closer to the minimum 40% coverage than what is currently in place.

   Commissioners discussed the parking requirement, as well as potential for closing the access driveway to make the area safer for motorists and pedestrians.

   Commissioner Patterson motioned to conditionally approve SP-01-21, façade change at 2717 Coolidge Hwy. The Planning Commission determined that the window coverage was acceptable, as well as the proposed color and façade materials.
Conditions to be met, as noted in the staff reports provided by Community Development and the Department of Public Works.

Motion supported by Commissioner Stearn.

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

2. **Master Plan:** Reviewing comments received during required 63-day public comment period.

Community Development Director Schlutow provided a summary of the comments received from neighboring communities, reviewing agencies, Oakland County, RCOC, and Berkley residents.

Director Schlutow also highlighted some of the themes that were received and discussed with the Planning Commission.

The Planning Commission advised staff to provide more detail about the process that would be required for a type of project like the conceptual Greenfield multi-family development, as well as the scale of the structures in keeping with the single-family residential neighborhood.

Chair Kapelanski asked if there were any members of the public who wanted to comment on this agenda item.

William Seaman, 3461 Ellwood, noted that he bought his house in 1972 and that since then, Commissioners have tried to change it. He stated that he would not be happy with a three-story building behind his house. He said that there were apartments nearby.

Joel Ulferts noted his agreement with the wording changes related to the conceptual design on Greenfield. He stated he was concerned about expanding uses in the Coolidge District on the Future Land Use Map.

Director Schlutow provided a summary of the differences between a Zoning Map and Future Land Use Map, as well as a conceptual design and a proposed site plan.

Commissioners noted four items to address in the draft text and clarify language related to the following:

1. Provide detail about the process that would be required for a potential multi-family development on Greenfield Rd, similar to the conceptual plan
2. Add context to the conceptual plan on the desire to keep the residential scale on Ellwood by height and site design
3. Review the document for should v. shall v. may language
4. Provide more information on what will occur during Implementation Stage; specifically, the point for discussions for ordinance amendments for parking, land uses, landscaping, etc.

Commissioners felt comfortable directing staff to make those changes and bring back the updated text at the next month’s meeting.

Motion by Commission Kempner to set the Public Hearing for the draft Master Plan, with the changes noted above. Motion supported by Commissioner Richardson.

AYES: Stearn, Bartus, Dahlin, Kempner, Patterson, Richardson, Smith, Kapelanski
LIAISON REPORTS

Commissioner Kempner attended the DDA meeting and stated that they did not have a quorum. She provided updates on the month’s activities, including Restaurant Weekend, the Night Market, holiday window displays in the DDA, movie nights, Ladies Night Out, Trick-or-Treat Stroll, and Monster Mash.

Commissioner Richardson noted the Environmental Advisory Committee met. They are down two members and another member will be vacating their seat. The Committee received an informal request from City Council for a Sustainability Plan. The intent will include stormwater management, green infrastructure, site design.

STAFF/COMMISSIONER COMMENTS

Commissioner Kempner noted that the Ordinance stipulates that a façade change requires a site plan review. She stated that she doesn’t think that is the intent to require a full site plan review for a façade change, so we might want amend for a façade review.

Commissioner Kempner said she attended a training session about parking and how to figure out the required parking for your area. That would require a parking study for your area and not to rely on the books, manuals, or neighboring communities.

Community Development Director Schlutow provided an update about the expansion of temporary outdoor dining, and the intent to look at outdoor dining ordinances, as well as looking at the possibility of permanently closing Griffith at Twelve Mile for a public plaza.

Director Schlutow provided an update on the Vinsetta Garage parking lots, as well as other development projects that will be coming to the Commission in the next couple of months.

Commissioner Smith stated that he had a nice conversation with a few members of City Council and the City Manager about the recent decision to overturn the ZBA decision. He noted that he does not agree with the decision that was made, but the City Council made the decision and it is to be respected.

City Councilmember Gavin appreciated Commissioner Smith’s comments.

Commissioner Richardson likened the decision to the decision and lawsuit related to Vinsetta Garage. He noted that in some respects commissioners are advisors and the elected officials are the decision makers.

Motion to adjourn by Commissioner Richardson. Motion supported by Commissioner Dahlin.

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

With no further business, the meeting was adjourned at 8:36pm.