THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, OCTOBER 26, 2021 AT BERKLEY CITY HALL BY VICE-CHAIR MARTIN SMITH.

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: Martin Smith Joe Bartus
Greg Patterson Julie Stearn
Mark Richardson Daniel Petrosky

ABSENT: Kristen Kapelanski Lisa Kempner
Shiloh Dahlin

ALSO, PRESENT: Erin Schlutow, Community Development Director
Other members of the public

Motion by Commissioner Richardson to excuse the absence of Commissioners. Motion supported by Commissioner Petrosky.

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

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APPROVAL OF AGENDA

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

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

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APPROVAL OF MINUTES

Motion by Commissioner Patterson to approve the minutes from the regular Planning Commission meeting on September 28, 2021 and supported by Commissioner Bartus.

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

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COMMUNICATIONS

City staff provided copies of latest addition of the Michigan Planner Edition and a email related the consideration of the Master Plan which was on the agenda for that evening.

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CITIZEN COMMENTS

Vice-Chair Smith read instructions for public to submit comments during the hybrid meeting. Comments can be made in person and via Zoom.

There were no comments from the public in person, via email, or virtually
OLD BUSINESS
None

NEW BUSINESS


Community Development Director Schlutow summarized the October 14, 2021 review letter, noting the proposed elements of the proposed Site Plan and the proposed uses included in the perspective building. Director Schlutow also outlined the development history for this parcel after noting that more information can be found in her review letter also provided to the Planning Commission, the applicant, and the public.

Director Schlutow also summarized the list of items that need to be addressed by the applicant given the complexity of the requirements of the Greenfield District and noted her recommendation that the Planning Commission postpone this item so that staff, City Engineers, and the Department of Public Works.

Vice-Chair Smith invited the applicant to address the Planning Commission and noted the absences of the Commission members. The applicant noted sections of the plans that they felt met the requirements in the Greenfield District per the Director’s review letter. Applicant and Commissioners discussed parking standards and options afforded to the Commission by

Commissioners asked questions of the applicant regarding items that were not clear and not included in the plans. Several Commissioners noted their preference to postponing action on this item give the number of items that the applicant committed to including in a set of revised plans.

Commissioner Richardson motioned to postpone SP-02-21 and the motion supported by Commissioner Steam.

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


Community Development Director Schlutow summarized her review letter for this application. She noted the proposed elements of the proposed Site Plan and the proposed uses included in the perspective building. Director Schlutow also outlined recommendations for times to be addressed by the applicant as well as reviews from Fire Marshall, DPW, and the City’s engineers. Ms. Schlutow noted her recommendation that the Planning Commission postpone this item to give the applicant an opportunity to provide a revised set of plans to address the noted items.

The applicant was invited to the podium to address the questions raised in the review letter and from the Planning Commission. Commissioners noted items they would like to see added to a set of revised plans.

Vice Chair Smith invited members of the public to speak on this agenda items.
Jarrod Sanders- One of three residential owners who would back up to the proposed site from Elwood and is concerned for the value of his property should this be approved. He requested that the Planning Commission require vegetative screening in a landscape plan to mitigate the impact on residential properties. Wanted to know what rights he and fellow residential owners had in this process.

William Seem- 3461 Elwood- Wants to see lighting installed in the front only. Not on the rear of the property.

Chris Copacia- 3152 Bacon- Does not like the parking layout as proposed. He would prefer to see the parking moved to the rear of the property and building along the street.

Vice-Chair Smith addressed the items brought up during public comment regarding lighting, rear and setbacks, and fence locations with applicant.

Commissioner Richardson motioned to postpone SP-03-21 and the motion supported by Commissioner Patterson.

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

PUBLIC HEARING: Matter of holding a public hearing for the Berkley Master Plan.

Prior to the opening of the public hearing, Megan Masson-Minock of Carlisle Wortman and Director Schlutow jointly presented the Master Plan, its content, and its implementation schedule to the Planning Commission and Public.

Public Hearing was opened at 8:50 pm by Vice Chair Smith.

Chris Copacia- 3152 Bacon- Would have liked to see more of a focus on different housing types and more of a focus on created parks with adult areas for gathering. Expessed overall excitement for plan other than those items.

Ms. Schlutow summarized an email submitted by Charlie Sears regarding his thoughts and on various elements of the Master Plan and his overall impressions of the draft document.

Public Hearing was closed by Vice-Chair Smith at 8:54 pm.

MASTER PLAN: Planning Commission to make a recommendation to City Council regarding the Master Plan

Vice-Chair noted that despite some Commissioners not able to attend this evening, overall reactions have been favorable to these drafts and the process.

Commissioner Richardson noted that he believed that some of the items noted in the public hearing are in the plan and will be addressed via the plan. He also thanked Carlisle Wortman for the authentic feel of the plan and how that’s reflected in small details such as the use of real Berkley locations for the pictures.

Commissioners noted the extensive communication and community engagement efforts that went into the plan and complimented staff and Carlisle Wortman on their process.

Motion by Commission Bartus to recommend Approval of the Master Plan by the City Council. Motion supported by Commissioner Petrosky.

AYES: Patterson, Richardson, Smith, Stearn, Bartus, Petrosky
LIAISON REPORTS

Commissioner Richardson noted the Environmental Advisory Committee met. EAC received an update from DPW Director Schueller regarding green infrastructure installations. Mr. Richardson also expressed excitement over the new position of Facilities Manager being filled in November.

Greg Patterson also noted that he attended the Parks & Recreation Advisory Board meeting but no topic pertaining to the Planning Commission were discussed.

STAFF/COMMISSIONER COMMENTS

Director Schlutow thanked Commissioners for all their work and support throughout the Master Plan process in light of the COVID-19 Pandemic. Director Schlutow also thanked staff, planning consultants, and community at large for each of their important roles in crafting the document that will go to the City Council for their consideration.

ADJOURNMENT

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

With no further business, the meeting was adjourned at 9:04 pm.