

**A REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:30 PM, JANUARY 24, 2017 AT CITY HALL BY CHAIRPERSON BARNETT.**

*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/cityofberkeley>.*

**PRESENT:** Martin Smith                      Mark Richardson                      Dottie Popp  
David Barnett                      Dean Smith  
Tim Murad                      Ann Shadle                      Joe Tangari

**ABSENT:** Michele Buckler

**ALSO PRESENT:**

Bill Chalmers, 51194 Romeo Plank,                      Joshua Hunter, 2240 Thomas  
Macomb  
Kurt Hite, 3525 Robina                      Colleen Graveline, Council Liaison  
Wendy Zabramski, 3340 Gardner                      Amy Vansen, City Planner

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**APPROVAL OF AGENDA**

**It was moved by Commissioner Richardson to approve the agenda.**

**Supported by Commissioner Shadle.**

**AYES:** Richardson, Murad, Dean Smith, Popp, Martin Smith, Shadle, Tangari, Barnett

**NAYS:** None

**ABSENT:** Buckler

**Motion Carried.**

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**APPROVAL OF MINUTES**

**It was moved by Commissioner Murad to approve the minutes of November 22, 2016.**

**Supported by Commissioner Dean Smith.**

**AYES:** Richardson, Popp, Murad, Dean Smith, Shadle, Tangari, Martin Smith, Barnett

**NAYS:** None.

**ABSENT:** Buckler

**Motion Carried.**

**It was moved by Commissioner Richardson to approve the minutes of December 9, 2016.**

**Supported by Commissioner Murad.**

**AYES:** Richardson, Popp, Murad, Shadle, Tangari, Dean Smith, Martin Smith, Barnett

**NAYS:** None

**ABSENT:** Buckler

**Motion Carried.**

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**COMMUNICATIONS**

Ms. Vansen brought attention to Oak Park’s master plan process and a letter received regarding Berkley’s master plan amendment.

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**CITIZEN COMMENTS**

None.

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1. **SITE PLAN REVIEW: SP-01-17** Bill Chalmers regarding 2186 Coolidge, east side of Coolidge, between Harvard and Oxford, is requesting site plan approval for a façade change.

The applicant, Bill Chalmers, was present. The Wedding Shoppe, currently located on Woodward, is looking to relocate to this location. The business owners, Michele and Chris McFarland were also present. The applicant presented a sample board and color renderings.

He noted that the commercial building was built in 1954 and that it wraps around a house that was built in 1939.

Currently, The Wedding Shoppe has its operations spread across three locations. The operations will be consolidated at this location.

The Planning Commission had questions regarding the number of employees (10-15 at one time), site lighting, screening and the condition of the parking lot.

The Commission determined that the existing screenwall was sufficient and that the parking lot would be redone with new bumper blocks installed.

**It was moved by Commissioner Martin Smith to approve SP-01-17 with the following conditions:**

- **The approval is for the site plan with 24 parking spaces.**
- **A zero cutoff fixture be installed at the rear of the building. Sample catalog cuts enclosed.**
- **A fence or planter be installed to separate the parking lot from the sidewalk**
- **Dumpster detail be included with the building plans.**

**Supported by Commissioner Dean Smith.**

**AYES: Richardson, Popp, Murad, Dean Smith, Shadle, Tangari, Martin Smith, Barnett**

**NAYS: None.**

**ABSENT: Buckler**

**Motion Carried.**

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- 2. **DISCUSSION:** Discussion on the proposed amendment to the master plan amendment related to future residential land use to include:
  - a. Review comments (if any) received during the state mandated review period
  - b. Based on received comments, determine if any additional changes should be made to plan
  - c. Set public hearing for February 28, 2017

Chairperson Barnett summarized that Oakland County reviewed the plan amendment and did not have any objection nor did the City of Oak Park. No other comments were received from underlying agencies or surrounding communities.

The Commission discussed clarifying the intent of the recommendations section.

Commissioner Tangari suggested changing Paragraph #5 of Page 8 to read as follows:

In accordance with the Transit Oriented Development (TOD) Study that was adopted as part of the Master Plan by the Planning Commission in 2012, apartments and other multi-family could be considered in single family residential areas that are adjacent to any newly constructed bus rapid transit stops along Woodward Avenue, such that any rezoned property abuts the Woodward District.

The following people spoke during the public comment portion of this item:

Kurt Hite, 3525 Robina  
 Wendy Zabramski, 3340 Gardner  
 Joshua Hunter, 2240 Thomas

**It was moved by Commissioner Murad to set a public hearing for February 28, 2017 for the master plan amendment with the changes noted.  
 Supported by Commissioner Tangari.  
 AYES: Richardson, Popp, Murad, Dean Smith, Shadle, Tangari, Martin Smith, Barnett  
 NAYS: None.  
 ABSENT: Buckler  
 Motion Carried.**

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- 3. **STATE LAW CHANGES REGARDING MEDICAL MARIJUANA:**
  - a. Discussion with Public Safety Director Richard Eshman
  - b. Discuss pros and cons of allowing different types of facilities
  - c. Determine next steps

Public Safety Director Eshman was present. He clarified that the law cannot go into effect until the state adopts its rules which won't happen until December 2017. He reviewed the five different types of facilities. He advised that since marijuana is still prohibited under federal law, marijuana dispensaries are a cash business. He cited possible problems with the amount of cash on the premises, odors, and limits with HIPA laws.

The Commission determined that it would be prudent to wait and see what the state and federal government do regarding marijuana.

The following people spoke during the public comment portion of this item:

Paul Weisberger, Wild Bills Tobacco, 2530 Twelve Mile

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**LIAISON REPORTS**

Commissioner Popp reported from the Downtown Development Authority that a new DDA Director has been appointed and a street art fair is being planned for July 15, 2017.

Commissioner Dean Smith summarized the ZBA meeting from December 12, 2016. He thought that the Planning Commission should consider changing the setback between new houses from 15 feet to 10 feet to be in line with building and fire code requirements.

Commissioner Murad reported that the Chamber is planning Art Bash and a Ladies Night Out event.

Commissioner Richardson reported that the Environmental Advisory Committee did not meet, but the City is looking to fill vacancies so he urged folks who are interested to apply.

Commissioner Buckler was absent so there was no report from the Parks and Recreation Advisory Board.

Chairperson Barnett reported that the City Council heard a presentation on pest control, the library is getting new parking lot lights and the citizens' advisory committee meeting was appointed.

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**STAFF/COMMISSIONER COMMENTS**

Commissioner Martin Smith stated that the citizens' advisory committee has a lot of information to consider before making its recommendation.

The commissioners agreed that the joint meeting in December was worthwhile.

Ms. Vansen advised that the Zoning Board of Appeals was interested in pursuing some in house training. If the Planning Commission was interested as well, she asked that members let her know of some topics so she can ensure that the training is useful.

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There being no further business, Chairperson Barnett adjourned the meeting at 9:38 PM.