

THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:30 PM, May 22, 2018 AT CITY HALL BY CHAIRPERSON BUCKLER.

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: Mark Richardson Lisa Kempner Martin Smith
 Michele Buckler Ann Shadle Kristen Kapelanski
 David Barnett Tim Murad Joe Tangari

ABSENT:

ALSO PRESENT: Ross Gavin, City Council Liaison
 Tim McLean, Community Development Director
 A few members of the public

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APPROVAL OF AGENDA

It was moved by Commissioner Murad to approve the agenda as written and supported by Commissioner Kapelanski.

AYES: Kapelanski, Kempner, Murad, Richardson, Shadle, Smith, Tangari, Barnett, Buckler

NAYS: None

Motion Carried.

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APPROVAL OF MINUTES

It was moved by Commissioner Barnett to approve minutes from April 24, 2018 and supported by Commissioner Murad.

AYES: Kempner, Murad, Richardson, Shadle, Smith, Tangari, Barnett, Kapelanski, Buckler

NAYS: None

Motion Carried.

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COMMUNICATIONS

E-mail from concerned resident about beekeeping (photos included)

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CITIZEN COMMENTS

Kurt Hite, Robina Ave.: Discussed a post-meeting interaction with the Planning Commission Chair. The discussion focused on a disagreement over the interpretation of comments made by Consultant Richard Carlisle at the April meeting. Resident felt he was treated rudely by the Chair and that he has been berated by other Commissioners in the past.

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1. PSP-10-17: 3427 12 Mile Rd—Accessory Structure

Applicant Kevin Sharrak is proposing to construct an 18x30 accessory structure (garage) on the premises of the Berkley Marathon Gas Station. The proposed structure would be located near the rear lot line. The site plan indicates that the structure meets setback requirements established by ordinance. The building would have a rear setback of five feet and a twelve foot side yard setback.

Commissioner Barnett asked if there was a utility easement on the property due to the proximity of power lines.

Applicant indicated that there was no recorded utility easement and that the surveyor had spoken with representatives from DTE to confirm this.

Commissioner Tangari stated that the site plan appears consistent with ordinance requirements.

Commissioner Richardson asked to see samples of the building material (applicant did bring samples).

Commissioner Smith asked about the type of brick for the proposed structure.

Commissioner Murad asked if the garage would be heated.

Applicant indicated that the garage would not be heated.

It was moved by Commissioner Tangari to approve PSP-10-17 as written, and supported by Commissioner Richardson.

AYES: Murad, Richardson, Shadle, Smith, Tangari, Barnett, Kapelanski, Kempner, Buckler

NAYS: None

Motion Carried.

2. Ordinance Amendment: Eleven Mile District

Community Development Director McLean stated that suggested revisions from the March 2018 meeting had been written into the proposed amendments and had been reviewed by the City Attorney. McLean discussed additional revisions that the Planning Commission might consider. First, due to the proximity to residential districts, a prohibition on loudspeakers or PA system for outdoor displays of vehicles could be considered. Also, the Planning Commission could add a requirement for a five foot greenbelt on parcels fronting Eleven Mile Road.

Commissioner Barnett indicated support for prohibiting a PA system or loudspeakers in the Eleven Mile District.

Commissioner Kemper discussed a minimum building size for offices on properties with outdoor automobile display.

Commissioner Kapelanski suggested 400 square feet as a minimum building size.

Commissioner Murad suggested 400-500 square feet for minimum size.

Commissioner Kapelanski asked about regulating pole lighting to 15 feet instead of 20 feet in the Eleven Mile District.

Commissioner Murad stated that the outdoor lighting ordinance as a whole needs to be revised. He also voiced support for a required greenbelt.

Commissioner Richardson asked about signage for automobile showrooms in the Eleven Mile District.

Public Comment on Item #2:

Wendi Zabramski, Gardner: Asked if there had been a high level of interest in more automobile showrooms on Eleven Mile Road.

The consensus of the Planning Commission was to add language to prohibit PA systems/loudspeakers, include minimum building size requirement of 400 square feet, and a requirement for a five foot greenbelt for outdoor displays along Eleven Mile Rd. Additionally, the date for the public hearing could be set for the regularly scheduled June meeting.

3. Ordinance Amendment: Site Plan Review/Administrative Approvals

Community Development Director McLean discussed revisions to the site plan review process to allow for administrative approval for site plans for accessory structures. The Planning Commission first raised the possibility of this in October 2017. In the proposed amendment, the Building Official and Community Development Director would act as the Planning Commission for site plan review of accessory structures. In cases where there was disagreement on approval, the case would be forwarded to the Planning Commission for site plan review.

Commissioner Tangari stated he was generally in favor of this. He recommended a square footage threshold for administrative approval.

Commissioner Kapelanski stated she was not in favor of a threshold for square footage. She also made some suggestions to revise the drafted amendments.

Public Comment on Item #3

Analise Pietras, Franklin: Asked if accessory structures could be added later and approved administratively on sites that are Planned Unit Developments.

Commissioner Tangari responded that this would require changes to the master deed and PUD by-laws.

It was the consensus of the Planning Commission to make some minor revisions to the proposed amendment. It was recommended that a Public Hearing be scheduled for the regularly scheduled meeting in June.

4. Public Participation Plan: Survey Results & Next Steps

Community Development Director McLean included a summary of the Public Participation Open House and survey results. McLean stated that the next step be to create a draft of a Public Participation Plan. It was recommended that the plan be presented to the Planning Commission and that extended public comment be allowed for to offer input on the draft plan.

Public Comment on Item #4

Analise Pietras, Franklin: Asked to see pictures of the white boards from the Public Participation Open House. She also was seeking clarification on how the Public Participation Plan and Master Plan will be tied together.

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LIAISON REPORTS

Commissioners Richardson discussed the upcoming meeting of the Environmental Committee.

Commissioner Murad discussed Art Bash scheduled in June.

Commissioner Tangari discussed the Berkley DDA becoming a “Michigan Main Street Select Community.” He also indicated that there is a great deal of effort, energy, and enthusiasm among the membership of the Berkley DDA.

Chair Buckler briefly discussed the rent approval of SU-01-18 by City Council for the shared office use at 2838 Coolidge.

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STAFF/COMMISSIONER COMMENTS

Community Development Director McLean congratulated Commissioner Kempner on competing the Michigan State University Extension—Citizen Planner program.

Commissioner Kempner discussed the possibility of undertaking the Master Citizen Planner Course through the Michigan State University Extension. She also discussed the inclusion of findings of fact in the decisions of the Planning Commission in meeting minutes.

Commissioner Tangari stated he was glad to be getting into ordinance review and possible rewrite.

Commissioner Shadle thanked those who attended Berkley Days.

Commissioner Barnett expanded upon the reasoning for questions on utility easements that he posed during the site plan review for 3427 12 Mile Rd.

Commissioner Murad encouraged residents to come to Art Bash in June.

Commissioner Richardson spoke about the importance of Memorial Day and paying tribute to those who serve in the military.

Commissioner Smith echoed the sentiments of Commissioner Richardson, stating it is important to honor those who serve and have served.

Chair Buckler wished all a safe and happy Memorial weekend. She urged all to remember those who serve.

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With no further business, the meeting was adjourned at 8:43PM.