

**SYNOPSIS OF MINUTES  
REGULAR BERKLEY CITY COUNCIL MEETING  
December 15, 2025**

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**PRESENT:** Councilmember Steve Baker                      Councilmember Clarence Black  
                 Councilmember Dennis Hennen              Councilmember Gary Elrod  
                 Councilmember Gregory Patterson          Mayor Pro Tem Ross Gavin  
                 Mayor Bridget Dean

Approved the following:

Minutes of the 41st Regular City Council meeting on Monday, November 17, 2025, and City Council work session on Monday, November 17, 2025.

Warrant List No. 1417.

**M-117-25:** Declare items as surplus.

**M-118-25:** Special land use request from Berkley Entertainment, LLC to occupy 2960 Twelve Mile Road with a private assembly space/live theater use in the Downtown District with the following findings:

- a) The building is an iconic part of our downtown and been present for over 80 years, thus the use is designed and constructed in a manner harmonious with the character of adjacent properties and the surrounding area, as compare to the impacts of permitted uses;
- b) The Master Plan calls for continued and increased entertainment options in our downtown, thus the use is compatible and in accordance with the goals and objectives of the Master Plan;
- c) The theater was originally operated with a similar capacity. Based on the traffic study conducted and subject to condition (a) of this motion, the use is located and designed in a manner that will minimize the impact of traffic;
- d) As an existing building that was originally operated in a similar manner with no service deficiencies, the use is adequately served by essential public facilities and services;
- e) The use has been found to be designed, constructed, operated and maintained to comply with all applicable ordinance standards;
- f) There are no proposed site layout changes, thus the use does not unreasonably impact the quality of natural features and the environment when compared to typical uses;
- g) The factors in Section 10.03.H of the Zoning Ordinance have been considered and conditions are found satisfactory;

And with the following conditions:

- a) The applicant must coordinate with the City on any events expected to increase the occupancy of the building beyond 550 persons in order to establish a parking and egress coordination plan. The applicant will finalize details of this plan with City staff prior to the Certificate of Occupancy being granted.

**M-119-25:** Application for issuance of a new on-premises development district liquor license under the Michigan Liquor Code, specifically, MCL 436.1521a(1)(b) and MLCC resolution. Applicant: Berkley Entertainment LLC, 2990 & 2960 12 Mile Road, Berkley, MI.

**M-120-25:** The City of Berkley updated Overnight Parking Policy.

**M-121-25:** Adoption of various Zoning Ordinance amendments to Amend Article 2 Definitions, Article 5 Use Based Districts, Article 6 Site Design Based Districts, Article 8 Specific Use Provisions, Article 9 General Provisions, Article 13 Exterior Lighting Standards, Article 14 Off-Street Parking, Loading and Access Standards, Article 15 Site Plan Review Procedures and Requirements and Article 16 Nonconforming Lots, Uses and Structures of Chapter 138 Zoning of the Berkley Code of Ordinances to add definitions for medical office and outdoor service areas and to clarify the definition for carports,

to remove egress windows as projections, to match two-family site layout approval processes in the RC district with the approval process for a two-family use, to include regulations for residential street types in the Downtown, Gateway Corridor, Woodward Corridor and Flex districts, to prohibit gun shops within 1,000 feet of an existing child day center or child group day care home, to clarify setback requirements for accessory structures on corner lots, to prohibit properties from outlining windows and buildings with LED or similar lighting in any district, to provide dimensional requirements for compact car spaces, to clarify that a sketch plan is required for site plan review and to clarify requirements for non-conforming lots in site design-based districts.

**M-122-25:** The City of Berkley Purchasing Policy with the following amendments:

- all references to "Purchases over \$7,500" should read "Purchases \$7,500 or more ",
- all references to "Purchases more than \$3,000" should read "Purchases \$3,000 or more"
- and repeal any previously adopted purchasing policies by the City.

**R-21-25:** Resolution of the 41st City Council Rules and Order of Procedure.

**M-123-25:** The 2026 City Council meeting schedule and the tentative 2027 City Council meeting schedule.

Attest:

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Bridget Dean, Mayor

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Victoria Mitchell, City Clerk