

THE SPECIAL WORK SESSION OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 5:30 PM ON MONDAY, AUGUST 18, 2025 BY MAYOR DEAN

PRESENT: Councilmember Steve Baker
Councilmember Clarence Black (Arrived remotely due to military duty at 5:36 p.m.)
Mayor Pro Tem Ross Gavin
Councilmember Dennis Hennen
Councilmember Gregory Patterson
Councilmember Jessica Vilani
Mayor Bridget Dean

OTHER STAFF PRESENT:

City Manager Crystal VanVleck
City Clerk Victoria Mitchell
City Attorney Dan Christ
Deputy City Manager of Public Services Shawn Young
Community Development Director Kristen Kapelanski
Zoning Administrator Kim Anderson

APPROVAL OF AGENDA

Mayor Pro Tem Ross Gavin moved to approve the Agenda
Seconded by Councilmember Vilani
Ayes: Gavin, Hennen, Patterson, Vilani, Baker and Dean
Nays: None
Absent: Black
Motion Approved.

PUBLIC COMMENT

None.

REGULAR AGENDA

DISCUSSION: Matter of discussing Payments in Lieu of Required Parking.

City Manager VanVleck introduced the item and ceded the floor to Community Development Director Kristen Kapelanski.

Director Kapelanski introduced Carlisle Wortman Principal Megan Masson-Minock, who would be leading the work session. Ms. Masson-Minock introduced Carlisle Wortman Planner Michelle Marin, who would also be participating.

Ms. Masson-Minock explained what a Payment in Lieu of Parking program is and stated the goal of the work session is:

- Presentation: program overview and considerations
- Individual exercise (worksheet) to identify program preferences and priorities
- Group discussion to share and evaluate program preferences and priorities
- Group exercise to identify preferred program components

Ms. Masson-Minock said at the end of the workshop that she hopes City Council will provide staff with direction on the following components of a Payment in Lieu of Parking program:

- Cost/fees
- Applicability, including uses and zoning districts
- Application requirements and review procedure

Ms. Masson-Minock and Ms. Marin explained:

- Payment in Lieu of Parking is a program to encourage consolidation of parking in downtowns and central business districts.
- Rather than businesses constructing required parking spaces on site, payment into a municipal fund
- The fund may be used to develop and/or maintain centralized or on-street parking facilities
- Typically only offered with discretion from the Planning Commission or the City Council

Ms. Masson-Minock and Ms. Marin went through examples of the Payment in Lieu of Parking program utilized in Highland Park, Northville, and Ferndale.

Ms. Masson-Minock reviewed existing and new parking regulations in the City's Zoning Ordinance:

- Shared parking agreements available, subject to CDD approval
- On-street parking credit available
- Deviations permitted by the Planning Commission
- Nonresidential uses within 500 feet of a municipal parking facility are exempt

Ms. Masson-Minock and Ms. Marin stated areas needing refinement are:

- What is the goal of the program?
 - Build consolidated municipal parking facilities on a 1:1 ratio
 - Maintain existing municipal parking facilities?
 - Offer flexibility to developers?
- What should the cost be?
 - Cost of parking space construction?
 - 50 percent of the cost to develop a parking space?
 - What about maintenance cost?
 - Flat fee, or tiered fee schedule based on the number of spaces?
- What uses are eligible?
 - Multiple family residences?
 - All uses, subject to review and approval?
- Which departments/boards should review and approve?
- Residential and non-residential or residential or non-residential

The Council asked for more detailed information on the program and the long-term impacts.

The consensus of the Council was that members needed more information before delving into the worksheets. Members wanted to discuss the Program before defining it.

Pluses and minuses of the Program were discussed by Council, staff, and Carlisle Wortman.

A discussion took place regarding which properties may benefit from this program and why.

Other aspects of the program discussed included:

- There is a monetary benefit associated with the program
- It would be a tool in the toolbox to attract development that may or may not be used
- Applicants would need to be vetted through the approval process. It is not an automatic approval.
- Would any revenue generated from the few opportunities available make a difference?
- How does this work/interfere with the Zoning Board of Appeals?
- How does this impact properties within 500 feet of a municipal lot?
- What are other tools in the parking toolbox?

Further discussion took place between members of Council whether or not this program is a fit for Berkley.

Director Kapelanski reiterated that the more tools we have, the more flexibility, and the better we can serve.

Discussion facilitators stated it was nearing the end of the work session. They asked council members where they were as far as moving forward with the Payment in Lieu of Parking program discussions.

The consensus of the Council is that members would continue to look at the program for business use only.

City Manager VanVleck said a one-size-fits-all solution for our parking issues does not exist.

A discussion regarding decision-making risk assessment took place.

Staff was asked to provide the Council with a rough estimate of how many city businesses have only zero to two parking spaces.

It was the Council's consensus that they would like to have another work session after looking into the matter further. Council members would like to do more research and review case studies.

ADJOURNMENT:

Councilmember Patterson moved to adjourn the Special Meeting at 6:37 PM

Seconded by Councilmember Vilani

Ayes: Gavin, Hennen, Patterson, Vilani, Baker, Black and Dean

Nays: None

Motion Approved.

Bridget Dean, Mayor

ATTEST:

Victoria Mitchell, City Clerk