

THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, NOVEMBER 26, 2024 AT BERKLEY CITY HALL BY CHAIR LISA KEMPNER.

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: Joe Bartus Lisa Hamameh
Shiloh Dahlin
Lisa Kempner
Eric Arnsman

ABSENT: Josh Stapp, Mike Woods

ALSO PRESENT: Kristen Kapelanski, Community Development Director
Megan Masson-Minock, Carlisle Wortman Associates, Planning Consultant

Motion by Commissioner Hamameh to excuse the absences of Commissioners Stapp and Woods. Motion supported by Commissioner Dahlin.

Voice Vote to excuse the absences of Commissioners Stapp and Woods.

AYES: 5

NAYS: 0

ABSENT: Stapp, Woods

MOTION CARRIED

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APPROVAL OF AGENDA

Motion by Commissioner Bartus to approve the agenda and supported by Commissioner Hamameh.

Voice vote to approve the agenda

AYES: 5

NAYS: 0

ABSENT: Stapp, Woods

MOTION CARRIED

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APPROVAL OF THE MINUTES

Motion by Commissioner Bartus to approve the minutes of the October 22, 2024 regular Planning Commission meeting and supported by Commissioner Dahlin.

Voice vote to approve the meeting minutes of October 22, 2024.

AYES: 5

NAYS: 0

ABSENT: Stapp, Woods

MOTION CARRIED

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COMMUNICATIONS

NONE

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CITIZEN COMMENTS

NONE

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OLD BUSINESS

NONE

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NEW BUSINESS

1. **PUBLIC HEARING:** Consideration of an ordinance of the City of Berkley to repeal Chapter 94, Signs, repeal and replace Chapter 138, Zoning and repeal and replace the City of Berkley's Zoning Map in order to move sign regulations to the Zoning Ordinance, match the recommendations of the Master Plan and modernize sign and zoning regulations.

Planning Consultant Masson-Minock presented the draft zoning ordinance and highlighted several items the Planning Commission should provide direction on, as outlined in the provided staff and consultant memos in the packet.

The Planning Commission asked several questions to gain further direction on what they should be focusing on.

Chair Kempner opened the public hearing at 7:25PM.

Deno Bistolarides, owner representative of the former Rite Aid property, discussed the possibility of first floor office at his location and downtown in general. He has interest in the site from a doctor's office and he shared he has been getting a lot of interest from medical office, given the community's proximity to Beaumont Hospital. While he can understand why offices with little foot traffic might not be as desirable, he noted that medical office brings a significant number of people to the area. Mr. Bistolarides also indicated he sent an email explaining his concerns as well and that was entered into the public record.

No one else wished to speak and there were no other written comments received. Chair Kempner closed the public hearing at 7:30PM.

The Planning Commission began by discussing the pros and cons of first floor office in the Downtown District in areas with the Downtown street type. After some discussion, they postponed a determination on this until later in the meeting.

The Planning Commission discussed setback requirements for two-family dwellings. They instructed Ms. Masson-Minock to change the two-family dwelling layouts in the Site Design Based Districts to match the two-family dwelling requirements in the R-2 District.

The Planning Commission discussed rear yard setbacks and buffers in the Site Design Based Districts. They instructed Ms. Masson-Minock to create a table for all of the layouts, with notes as to why there are differences. The table will accompany subsequent drafts for the Planning Commission and/or City Council, but not be part of the formally adopted Zoning Ordinance.

The Planning Commission discussed whether special land use approval should be required for additional building height. They instructed Ms. Masson-Minock to treat requests for additional building height as a special land use and to add standards for the decision to address the impacts of height and the proportionality of the request.

The Planning Commission discussed if standards for deviations from the design standards are strict enough. They instructed Ms. Masson-Minock to use an amended version of the current design standards for site plan review of the current Zoning Ordinance, which was included in the staff and consultant memo.

The Planning Commission returned to the discussion of first floor office in the Downtown District with street type Downtown. The Planning Commission decided to prohibit first floor office in the Downtown District with street type Downtown.

The Planning Commission asked to see a revised draft with these changes and the changes identified by staff listed in the provided staff and consultant memo.

Motion by Commissioner Dahlin and supported by Commissioner Bartus to postpone consideration of the draft Zoning Ordinance.

Roll call vote on the motion to postpone consideration of the draft Zoning Ordinance.

AYES: 5

NAYS: 0

ABSENT: Stapp, Woods

2. 2025 Meeting Schedule

Community Development Director Kapelanski introduced the 2025 meeting calendar.

Motion by Commissioner Hamameh and supported by Commissioner Dahlin to approve the 2025 meeting calendar with the December meeting to be held on December 16, 2025 instead of December 23, 2025.

Voice vote on the motion to approve the 2025 meeting calendar as amended.

AYES: 5

NAYS: 0

ABSENT: Stapp, Woods

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LIAISON REPORT

Commissioners provided updates on the Chamber of Commerce, Downtown Development Authority and Zoning Board of Appeals.

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COMMISSIONER COMMENTS

NONE

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STAFF COMMENTS

NONE

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ADJOURNMENT

Motion to adjourn by Commissioner Hamameh supported by Commissioner Dahlin.

Voice vote for adjournment

AYES: 5
NAYS: 0
ABSENT: Stapp, Woods

With no further business, the meeting was adjourned at 9:03 p.m.