

THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, July 25, 2023 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/cityofberkeley>

DRAFT

PRESENT: Michael Woods Lisa Hamameh
Joe Bartus Josh Stapp
Lisa Kempner

ABSENT: Shiloh Dahlin
Collin Frink

ALSO, PRESENT: Kristen Kapelanski, Community Development Director

Motion by Commissioner Bartus to excuse the absence of Commissioner Dahlin. Motion supported by Commissioner Hamameh.

Voice Vote to approve the absence of Commissioner Dahlin.

AYES: 5
NAYS: 0
ABSENT: Dahlin, Frink

MOTION CARRIED

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APPROVAL OF AGENDA

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

Voice vote to approve the agenda

AYES: 5
NAYS: 0
ABSENT: Dahlin, Frink

MOTION CARRIED

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APPROVAL OF THE MINUTES

Motion by Commissioner Bartus to approve the minutes of the regular Planning Commission meeting on May 23, 2023 and supported by Commissioner Woods.

Voice vote to approve the meeting minutes of May 23, 2023.

AYES: 5
NAYS: 0
ABSENT: Dahlin, Frink

MOTION CARRIED

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COMMUNICATIONS

A copy of Michigan Planner was shared with the Commission members.

CITIZEN COMMENTS

NONE

OLD BUSINESS

NONE

NEW BUSINESS

1. PUBLIC HEARING PSU-01-23 and PSP-04-23: 2790 Coolidge: The applicant, Bradley Devries on behalf of Pinch Law, is requesting special land use approval and site plan approval for the occupation and renovation of an existing building at 2790 Coolidge Highway to be used as a law office in the Downtown District, on the east side of Coolidge Highway, south of Franklin Road

Community Development Director Kapelanski went over the specifics of the site, including zoning and use requirements noting that a special land use approval is needed for a law office in the Downtown District.

The applicant presented the changes for the proposed façade noting they are bringing the building closer to compliance with the required transparency, although a waiver is still required.

The Planning Commission discussed the project with clarifying questions on the specific window percentages on the front façade and the structural constraints that make getting to the required percentage not possible.

Chair Kempner opened the public hearing at 7:10. There being no one present and no comments received via email or regular mail, Chair Kempner closed the public hearing at 7:10.

Motion by Commissioner Hamameh to approve the site plan for PSP-04-23 2790 Coolidge including a waiver for the 40% transparency requirement on the front façade as 30% is sufficient and the Planning Commission has that authority per Sections 138-421 and 138-679 of the Zoning Ordinance.

Motion supported by Commissioner Woods.

Roll call vote for approval of the site plan request for PSP-04-23 2790 Coolidge.

AYES: 5

NAYS: 0

ABSENT: Dahlin, Frink

Motion by Commissioner Hamameh to recommend approval to City Council of the special land use request for PSU-01-23 2790 Coolidge because:

- a) The proposed use will promote the use of land in a socially and economically desirable manner;
- b) The proposed use is necessary for the public convenience at that location;
- c) The proposed use is compatible with adjacent land uses;
- d) The proposed use is designed so that the public health, safety and welfare shall be protected; and
- e) The proposed use will not cause injury to other property in the neighborhood.

Motion supported by Commissioner Bartus.

Roll call vote to recommend approval of the special land use request for PSU-01-23 2790 Coolidge.

AYES: 5

NAYS: 0

ABSENT: Dahlin, Frink

- PSP-06-23: 27901 Woodward:** The applicant, Woodward Berkley LLC, is requesting site plan approval for an 87 sq. ft. addition to an existing medical office building in order to accommodate a new elevator at 27901 Woodward Avenue, on the west side of Woodward Avenue, north of West Boulevard

Community Development Director Kapelanski went over the specifics of the proposal.

The applicant presented the reasons for the need for the elevator addition.

Motion by Commissioner Hamameh to approve the site plan for PSP-06-23 27901 Woodward because the site materials and architecture as presented meet the standards for site plan approval per Section 138-679 of the Zoning Ordinance.

Motion supported by Commissioner Woods.

Roll call vote for approval of the site plan request for PSP-06-23 27901 Woodward.

AYES: 5

NAYS: 0

ABSENT: Dahlin, Frink

3. Planning Commission Bylaws and Rules of Procedure

Community Development Director Kapelanski noted a procedure for resignation from the Commission has been added to the bylaws.

Motion by Commissioner Bartus to approve the Planning Commission Bylaws and Rules of Procedure with the proposed changes to Section 2 Membership.

Motion supported by Commissioner Woods.

Roll call vote for the approval of the Bylaws and Rules of Procedure.

AYES: 5

NAYS: 0

ABSENT: Dahlin, Frink

4. Election of Officer/Committee Liaisons

Community Development Director went over potential liaison postings at the Chamber of Commerce, the Downtown Development Authority, the Environmental Committee and the Zoning Board of Appeals.

The Commission elected to postpone liaison appointments to a future meeting when a full board was present.

Motion by Commissioner Hamameh to nominate Lisa Kempner as Chair of the Planning Commission.

Motion supported by Commissioner Bartus.

Voice vote on the election of Lisa Kempner as Planning Commission chair.

AYES: 5
NAYS: 0
ABSENT: Dahlin, Frink

Motion by Commissioner Hamameh to nominate Joe Bartus as Vice-Chair of the Planning Commission.

Motion supported by Commissioner Woods.

Voice vote on the election of Joe Bartus as Planning Commission vice-chair.

AYES: 5
NAYS: 0
ABSENT: Dahlin, Frink

Motion by Commissioner Hamameh to nominate Mike Woods as Secretary of the Planning Commission.

Motion supported by Commissioner Bartus.

Voice vote on the election of Mike Woods as Planning Commission secretary.

AYES: 5
NAYS: 0
ABSENT: Dahlin, Frink

LIAISON REPORT

Chair Kempner went over the DDA liaison report. Bombshell Treat Bar is moving forward on their renovation. The proposed PUD at Columbia/Coolidge/Cambridge presented their project to the DDA. The Coolidge Complete Streets project is running into some budget constraints which are leading to delays.

COMMISSIONER COMMENTS

NONE

STAFF COMMENTS

Community Development Director Kapelanski directed the Planning Commission to the memo detailing the activities of the Zoning Ordinance Steering Committee and asked them to send any comments to her.

Councilmember Patterson went over recent items considered by the City Council at their previous meeting.

ADJOURNMENT

Motion to adjourn by Commissioner Bartus supported by Commissioner Stapp.

Voice vote for adjournment

AYES: 5
NAYS: 0
ABSENT: Dahlin, Frink

With no further business, the meeting was adjourned at 7:37 at p.m.

DRAFT