

**THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, SEPTEMBER 26, 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>*

**APPROVED**

**PRESENT:** Shiloh Dahlin Josh Stapp  
Joe Bartus  
Lisa Kempner

**ABSENT:** Mike Woods  
Lisa Hamameh

**ALSO, PRESENT:** Kristen Kapelanski, Community Development Director  
Megan Masson-Minock, Planning Consultant  
Greg Patterson, City Council Liaison

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

Voice Vote to approve the absence of Commissioners Woods and Hamameh.

AYES: 4  
NAYS: 0  
ABSENT: Woods, Hamameh

**MOTION CARRIED**

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**APPROVAL OF AGENDA**

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

Voice vote to approve the agenda

AYES: 4  
NAYS: 0  
ABSENT: Woods, Hamameh

**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 July 25, 2023 and supported by Commissioner Dahlin.

Voice vote to approve the meeting minutes of July 25, 2023.

AYES: 4  
NAYS: 0  
ABSENT: Woods, Hamameh

**MOTION CARRIED**

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**COMMUNICATIONS**

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

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**CITIZEN COMMENTS**

NONE

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**OLD BUSINESS**

NONE

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**NEW BUSINESS**

- 1. **PUBLIC HEARING PSP-05-23 3294 Greenfield:** The applicant, Dan Winter on behalf of Greenfield Trust, is requesting site plan approval for the expansion of a parking lot to serve Berkley Urgent Care at 3294 Greenfield Road in the Greenfield District, on the east side of Greenfield Road, south of Twelve Mile Road.

Community Development Director Kapelanski went over the specifics of the site, including zoning and use requirements noting that all plans in the Greenfield District require a public hearing. The applicant is requesting approval to permit a vinyl fence in lieu of the required masonry wall in addition to approval of their site plan.

The applicant presented the parking lot plans.

The Planning Commission discussed the project with clarifying questions on the users of the parking lot and confirmation that the interlocking handrail barriers will be secured.

Chair Kempner opened the public hearing at 7:08. Two comments were received via email in support of the project and the vinyl fence. There being no one present, Chair Kempner closed the public hearing at 7:09.

Motion by Commissioner Bartus to approve the site plan for PSP-05-23 3294 Greenfield including a waiver to allow a vinyl fence in lieu of a masonry screen wall and that the landscaping is sufficient.

Motion supported by Commissioner Stapp.

Roll call vote for approval of the site plan request for PSP-05-23 3264 Greenfield.

AYES: 4

NAYS: 0

ABSENT: Woods, Hamameh

- 2. **PUBLIC HEARING PUD-01-23 The Columbia:** The applicant, Designhaus Architecture on behalf of WJ Ventures LLC, 2465 Columbia, 2475 Columbia, 2468 Columbia and 2476 Columbia and 2475 Cambridge, is requesting Planned Unit Development approval for a multiple-family development on the east side of Coolidge Highway, south of Cambridge Road and north and south of Columbia Road

Community Development Director Kapelanski went over the specifics of the proposal. She described generally what a Planned Unit Development (PUD) is and the approval process. A PUD must meet three of the seven public benefits identified in the Zoning Ordinance. The City's Planning Consultant, Carlisle Wortman Associates, provided a thorough review of the plans and an analysis of the public benefit standards. All reviewers were recommending approval of the plan.

Megan Masson-Minock of Carlisle Wortman Associates added the applicant is asking for a deviation from the Zoning Ordinance to allow first floor residential and parking. She highlighted several findings for the Planning Commission to consider including landscaping and parking.

The applicant presented the project describing the physical changes to the site and then went over the proposed public benefits and public comment he had been aware of thus far.

Chair Kempner suggested final decisions on this item be postponed until a more complete board is present.

Chair Kempner asked the applicant if they have spoken with the adjacent residents regarding any planting on their property. The applicant spoke with two of the three adjacent properties and those two viewed that suggestion favorably. He also highlighted the proposed pocket park.

The Planning Commission asked a number of clarifying comments including the location of the proposed screen wall, setbacks of nearby properties on Coolidge Highway and the parking ratio proposed. The applicant confirmed that parking spots would be assigned and the width of the sidewalk on Coolidge.

Staff and consultants confirmed if there were a Phase 2 retail component added, the PUD would need to be amended or lay out standards for a conversion or addition in a proposed PUD Agreement.

The applicant confirmed they were not opposed to restricting turns out of the development to limit traffic on residential streets.

Chair Kempner opened the public hearing at 7:53.

Michael Murphy, 2427 Columbia, noted several concerns with the project including:

- Balconies will be peering into backyards.
- Where are visitors going to park?
- Could Columbia be closed to address traffic issues?
- How high is the building?

Anne Hornsby, 2446 Columbia, noted several concerns with the project including:

- What are the price points of the units?
- Balconies will be peering into backyards.
- This will add traffic and pedestrian congestion on Columbia, Cambridge and Coolidge.

She is opposed to the project.

Frank (Last Name Inaudible), 2414 Princeton, noted several concerns with the project including:

- Traffic will be substantially increased on Coolidge and the adjacent side streets.
- Light and noise pollution will be increased.
- Power outages could increase because of additional pressure on the electrical grid.
- How much additional trash will be in the neighborhood because of this development?
- Vinyl fencing should not be used as screening.

Bill Mater, 2313 Cambridge, noted concerns with increases in traffic in the neighborhoods, especially with the already large amount of high school traffic.

Tom Merit, 3126 Catalpa, noted several concerns including:

- Increases in pedestrian traffic and pedestrian and vehicle conflicts.
- Are these units market rate or low rent units?
- Will these units be intended to house single renters or families?

Michael Shera, 2445 Columbia, is in support of the project and thinks it is an attractive development.

Fifteen emails were received regarding the project. Ten were in support and five were opposed or had concerns.

In the emails noting concerns or opposition the following items were mentioned:

- Impact on City services
- Parking
- Large and imposing structure spanning the road

There were no additional comments and Chair Kempner closed the public hearing at 8:09.

Chair Kempner asked the applicant to comment on the need for visitor parking. The applicant felt confident that there was sufficient parking on the site with the current ratio and the additional parking spaces available on Coolidge and the provided bike parking. There are also several nearby lots controlled by the ownership of the development that could be used as well.

Chair Kempner confirmed there are trash collection spaces on the site and that all electric concerns would be handled by DTE. Community Development Director Kapelanski confirmed this would improve detention for the area and that sewer lining and a new water main would be installed as part of the project. The Department of Public Works stated in their review letter that there was enough utility capacity for the project.

Chair Kempner recognized the desire of residents to keep traffic off of residential streets and felt this should be discussed further at the next meeting.

Commissioner Bartus noted the need to address neighbor privacy. Planning Consultant Megan Masson-Minock listed several options including the elimination of balconies or planting on adjacent properties or the subject property. These come with benefits and costs that should be weighed.

Chair Kempner stated the building height meets the standards of the Zoning Ordinance.

Commissioner Bartus confirmed with staff that the DPW and Public Safety Departments were opposed to dead ending Columbia.

Motion by Commissioner Stapp to postpone consideration of PUD-01-23 The Columbia.

Motion supported by Commissioner Dahlin.

Roll call vote on the motion to postpone consideration of PUD-01-23 The Columbia.

AYES: 4

NAYS: 0

ABSENT: Woods, Hamameh

**3. Community Development FY2022/2023 Annual Report and FY2023/2024 Work Plan: Consideration and acceptance of the Community Development Annual Report and Work Plan**

Community Development Director Kapelanski went over highlights of the Community Development Annual Report and Work Plan.

Motion by Commissioner Bartus to accept the Community Development FY2022/2023 Annual Report and FY2023/2024 Work Plan.

Motion supported by Commissioner Stapp.

Voice vote for the acceptance of the Annual Report and Work Plan.

AYES: 4  
NAYS: 0  
ABSENT: Woods, Hamameh

**4. 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.

Chair Kempner volunteered to be the DDA liaison and Commissioner Stapp volunteered as the liaison to the City Council.

The Commission elected to postpone liaison appointments to the Chamber of Commerce, the Environmental Committee and the Zoning Board of Appeals to a future meeting.

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**LIAISON REPORT**

Chair Kempner went over the DDA liaison report. They are exploring how many funds remain for mural and façade grants. There is a continuing conversation on the Coolidge crosswalks. Bookley decorations are up and there is a skeleton decorating party planned at Ullmans. Bookley events were highlighted.

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**COMMISSIONER COMMENTS**

NONE

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**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.

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**ADJOURNMENT**

Motion to adjourn by Commissioner Bartus supported by Commissioner Dahlin.

Voice vote for adjournment

AYES: 4  
NAYS: 0  
ABSENT: Woods, Hamameh

**With no further business, the meeting was adjourned at 8:34 at p.m.**