

THE REGULAR MEETING OF THE BERKLEY CITY PLANNING COMMISSION WAS CALLED TO ORDER AT 7:00 PM, APRIL 28, 2026 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>

APPROVED

PRESENT: Dana Kaplan Josh Stapp
Shiloh Dahlin Mike Woods
Lisa Kempner
Eric Arnsman

ABSENT: None

ALSO PRESENT: Kristen Kapelanski, Community Development Director
Michelle Marin, Carlisle Wortman Associates, Planning Consultant

APPROVAL OF AGENDA

Motion by Commissioner Stapp to approve the agenda and supported by Commissioner Arnsman.

Voice vote to approve the agenda

AYES: 6
NAYS: 0
ABSENT: None

MOTION CARRIED

APPROVAL OF THE MINUTES

Motion by Commissioner Arnsman to approve the minutes of the February 24, 2026 regular Planning Commission meeting and supported by Commissioner Woods.

Voice vote to approve the meeting minutes of February 24, 2026.

AYES: 6
NAYS: 0
ABSENT: None

MOTION CARRIED

COMMUNICATIONS

Community Development Director Kapelanski shared the latest mailings from the Michigan Association of Planning.

CITIZEN COMMENTS

NONE

OLD BUSINESS

NONE

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NEW BUSINESS

1. **PUBLIC HEARING** An ordinance of the City Council of the City of Berkley, Michigan to amend Section 3.03.A Commercial Occupancy Certificate/Business License, Section 3.10 Performance Guarantees Section 6.04.C.6 Multiple Family Development, Section 6.04.D.1 Authorized Site Layouts, Section 9.16 Locating Parking Lots, Section 11.08.C Standards for All Temporary Signs, Section 11.10 Nonconforming Signs, Section 14.04.E Parking Spaces for Other Land Uses, Section 14.04.N Leased Parking in Municipal Lots, and Section 15.03.A Sketch Plan of Chapter 138 Zoning of the City of Berkley Code of Ordinances to add appropriate cross references, to set a period for project completion, to allow for administrative extension of completion periods, to modify the amount of surety bonds that may be posted for completion and to delete the requirement for a completion agreement, to rename the Multiple Family Development Site type for clarity, to provide regulations for stand-alone parking lots, to revise the time limit for temporary signs, to modify the requirements for non-conforming signs, to clarify location requirements for shared use parking, to prohibit commercial vehicles at single- and two-family dwellings, to allow annual parking passes to count towards parking requirements, and to clarify that an applicant may present a sketch plan to the Planning Commission as a discussion item.

Community Development Director Kapelanski summarized the proposed amendments.

The Planning Commission asked clarifying questions.

Chair Kempner opened the public hearing at 7:18PM.

No one wished to speak and there were no comments received.

Chair Kempner closed the public hearing at 7:18PM.

The Planning Commission asked additional clarifying questions.

Motion by Commissioner Stapp and supported by Commissioner Arnsman to recommend approval of an ordinance of the City Council of the City of Berkley, Michigan to amend Section 3.03.A Commercial Occupancy Certificate/Business License, Section 3.10 Performance Guarantees Section 6.04.C.6 Multiple Family Development, Section 6.04.D.1 Authorized Site Layouts, Section 9.16 Locating Parking Lots, Section 11.08.C Standards for All Temporary Signs, Section 11.10 Nonconforming Signs, Section 14.04.E Parking Spaces for Other Land Uses, Section 14.04.N Leased Parking in Municipal Lots, and Section 15.03.A Sketch Plan of Chapter 138 Zoning of the City of Berkley Code of Ordinances to add appropriate cross references, to set a period for project completion, to allow for administrative extension of completion periods, to modify the amount of surety bonds that may be posted for completion and to delete the requirement for a completion agreement, to rename the Multiple Family Development Site type for clarity, to provide regulations for stand-alone parking lots, to revise the time limit for temporary signs, to modify the requirements for non-conforming signs, to clarify location requirements for shared use parking, to prohibit commercial vehicles at single- and two-family dwellings, to allow annual parking passes to count towards parking requirements, and to clarify that an applicant may present a sketch plan to the Planning Commission as a discussion item.

Roll vote on the motion to recommend approval of the proposed zoning ordinance amendments.

AYES: 6

NAYS: 0

ABSENT: None

MOTION CARRIED

2. **PSP-11-25: 3170 Eleven Mile Rd. Golden Grill Addition:** The applicant, Pali Polokaj, is requesting site plan approval for a 224 sq. ft. addition in the rear of the property.

Community Director Kapelanski introduced the project noting that the plan generally complies with the zoning ordinance requirements. The Planning Commission should discuss whether the hardi-plank siding proposed meets the requirements of the Zoning Ordinance.

The applicant's contractor described the project. He shared a sample of the stone veneer with the Commission. The hardi-plank siding is a cement fiber board product. He indicated the stone veneer is meant to wrap the building on approximately the bottom third. This is different than what is shown on the plans, which show hardi-plank covering the entire rear façade.

The Planning Commission discussed the proposed façade and agreed that the stone should be included on the bottom third of the elevation and that hardi-plank siding was acceptable, as shown on the plan, on the remainder of the elevation, which would match the other existing elevations.

Mike Matthews of Beverly in Berkley spoke in support of the project.

Motion by Commissioner Kaplan and supported by Commissioner Woods, in the matter of PSP-11-25, 3170 Eleven Mile Rd., motion to approve the site plan because it complies with the standards of Section 15.05 of the Zoning Ordinance with the following conditions: the applicant should submit a revised drawing for staff review confirming the elevations match the representations in the Planning Commission discussion.

Roll call vote on the motion to approve PSP-11-25.

AYES: 6

NAYS: 0

ABSENT: None

3. Discussion of potential Zoning Ordinance amendment to regulate data centers

Planning Consultant Marin described the proposed amendment.

The Planning Commission asked clarifying questions.

Councilmember Hennen asked if any heat island effect standards need to be considered.

The Planning Commission agreed the amendment could proceed for a public hearing. They requested a different term be used for buffers to avoid confusion with other types of buffers, like landscape. Planning Consultant Marin will also explore addressing heat island effect concerns.

4. Discussion of potential Zoning Ordinance amendment to regulate Payment in Lieu of Parking

Planning Consultant Marin described the proposed amendment.

Director Kapelanski asked that the Commission give careful consideration to the review criteria.

The Planning Commission asked clarifying questions and discussed the proposed amendment.

Planning Consultant Marin provided some example properties from previous Council work sessions.

The Planning Commission agreed the amendment could proceed for a public hearing. They requested the following changes:

- Section 14.05B.F should be amended to allow the Planning Commission the ability to suggest reasonable conditions for City Council's consideration as conditions of approval.
- The term 'reasonable' should be changed to 'permitted' in Section 14.05B.E.6.

LIAISON REPORT

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

Councilmember Hennen had nothing to report.

COMMISSIONER COMMENTS

NONE

STAFF COMMENTS

Director Kapelanski noted the City Council set a public hearing for the vacation of an unplatted alley that bisects the proposed gas station development at 4162 Twelve Mile Rd. The hearing will be held at the regular June 1, 2026 Council meeting.

ADJOURNMENT

Motion to adjourn by Commissioner Arnsman, supported by Commissioner Dahlin.

Voice vote for adjournment

AYES: 6

NAYS: 0

ABSENT: None

With no further business, the meeting was adjourned at 8:52PM.