

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
City Council Meeting Agenda
Monday, October 16, 2017
7:30 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA

6. MINUTES
 - A. Council 10/02/17
 - B. Committee-of-the-Whole 10/09/17, w/recommendation:
 1. Purchase of Falcon Mini Asphalt Recycler and Hot Box Trailer /Budget Amendment
 - C. Election Commission 10/12/17, w/recommendation:
 1. Rates of pay
 - a. Certificate of Election Inspectors
 - D. Citizens' Recreation Commission 09/12/17, w/recommendation
 1. WinterFest

7. PUBLIC HEARINGS
 - A. Site Plan/Special Land Use: University Liggett School, Campus Center Building (Field House), 1045 Cook Road, Grosse Pointe Woods, MI
 1. Letter 10/09/17 – City Attorney
 2. Proposed Resolutions to Approve/Deny
 3. Planning Commission Excerpt 09/26/17
 4. Resolution of Grosse Pointe Woods Planning Commission Recommending Approval of the University Liggett Site Plan and Special Land Use
 5. Planning Commission Excerpt 08/22/17
 6. Planning Commission Excerpt 07/25/17
 7. Memo 08/07/17 – Director of Public Safety
 8. Email 08/08/17 – Director of Public Services
 9. Memo 09/20/17 – Building Official
 10. Letter of Request 07/20/17 – CBRE, Scott D. Cave Site Plan Review Checklist – ULS Fieldhouse
 - a) Cover Page – John A. & Marlene L. Boll Campus Center – 08/04/17
 - b) Site and Context Sheet – 08/04/17
 - c) Partial Campus Plan – 08/04/17
 - d) Architectural Site Plan – 08/04/17
 - e) Landscape Plan – 08/04/17
 - f) Civil Engineering Site Plan – 08/04/17
 - g) Overall Site Plan – 06/09/17

- h) Plan of Crosswalk – 08/04/17
- i) Ground Floor Plan – 08/04/17
- j) View from Cook Road – 08/04/17
- k) Building Elevations and Exterior Views – North Elevation – 08/04/17
- l) Building Elevations and Exterior Views – South Elevation – 08/04/17
- m) View of Lobby – 08/04/17
- n) View of Gymnasium – 08/04/17
- 11. Affidavit of Legal Publication 09/28/17
- 12. Affidavit of Property Owners Notified
- 13. Ariel Views (3)

B. Fence Variance: John J. Fannon IV, 777 Anita

- 1. Letter 09/21/17 – J. Fannon IV
- 2. Application for Fence 09/19/17
- 3. Photo
- 4. Mortgage Survey 07/19/02
- 5. Memo 09/05/17 – Building Official
- 6. Photos (4)
- 7. Memo 10/04/17 – Director of Public Services
- 8. Affidavit of Property Owners Notified
- 9. Aerial Views (3)

8. COMMUNICATIONS

A. Sign Variance: MedPost Urgent Care, 20599 Mack Avenue

- 1. Planning Commission Excerpt 09/26/17
- 2. City Council Excerpt 03/21/16
- 3. Sign Permit Applications A, B, and C 06/15/17
- 4. Letter of Request 08/31/17 – Egan Sign
- 5. Letter 09/27/17 – City Attorney
- 6. Memo 09/12/17 – Building Official
- 7. Plans received 08/31/17
 - a. Sign A – North Elevation Channel Letters Site/Photo Sheet 08/31/17
 - b. Sign A – North Elevation Channel Letters (w/dimensions) 08/31/17
 - c. Sign B – East Elevation Channel Site/Photo Sheet 08/31/17
 - d. Sign B – East Elevation Channel Letters (w/dimensions) 08/31/17
 - e. Sign C – Monument Sign Site/Photo Sheet 08/31/17

B. Grosse Pointe Santa Claus Parade

- 1. Email 09/25/17 – Grosse Pointe Chamber of Commerce

- C. Field Maintenance at Ghesquiere Park
 - 1. Letter w/attachments 09/29/17 – Grosse Pointe Woods/Shores Little League
 - D. Non-Union Tuition Reimbursement
 - 1. TPOAM Excerpt
 - E. Monthly Financial Report – September 2017
 - 9. BIDS/PROPOSAL/ CONTRACTS
 - A. Contracts: Appraisal Services for Pending Tax Tribunal Cases
 - 10. RESOLUTION
 - A. Charitable Gaming Licenses – Parcels PTO
 - 1. Email 10/05/17 – P. Abke
 - 2. Fundraiser Flyer
 - 3. Articles of Incorporation 01/25/17
 - 4. Letter 06/15/17 – Internal Revenue Service
 - 5. Proposed Resolution
 - 11. CLAIMS/ACCOUNTS
 - A. City Auditor
 - 1. Plante Moran, PLLC Invoice 09/27/17 – No. 1474135
 - B. Labor Attorney
 - 1. Keller Thoma Invoice 112909 10/01/17
 - C. Provencal Municipal Services
 - 1. City of Grosse Pointe Farms Invoice 09/28/17 – No. 3063
 - 12. NEW BUSINESS/PUBLIC COMMENT
 - 13. ADJOURNMENT

Lisa Kay Hathaway, CMMC/MMC
City Clerk

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249.

<p>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</p>
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COUNCIL
10-02-17 - 152

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, OCTOBER 2, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:30 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Granger, Koester, McConaghy, Shetler
Absent: Bryant, Ketels

Also Present: City Administrator Smith
City Attorney Don Berschback
Treasurer/Comptroller Behrens
Deputy City Clerk Gerhart

Motion by Granger, seconded by Shetler, that Council Members Bryant and Ketels be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Council, Administration, and the audience Pledged Allegiance to the Flag.

The following Commission member was in attendance:

Tonja Stapleton, Planning Commission
George McMullen, Local Officers Compensation Commission/Board of Review

Motion by Granger, seconded by Shetler, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Motion by Granger, seconded by Shetler, that the following minutes be approved as submitted:

1. City Council Minutes dated September 18, 2017.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Motion by Granger, seconded by Shetler, that the following minutes be approved as submitted:

1. Committee-of-the-Whole minutes dated September 18, 2017.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Motion by Koester, seconded by McConaghy, regarding **Commission Files**, that the City Council concur with the recommendation of the Historical Commission at their meeting on September 14, 2017, and approve an amount not to exceed \$400.00 for the purchase of one, four drawer, legal size, locking file cabinet and related accessories (legal hanging file frames), funds to be taken from Account No. 101-105-880.300.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Motion by Granger, seconded by Shetler, regarding Second Reading: An Ordinance to amend Chapter 44 Utilities Division 4 Rates and Costs, Section 44-144(B) to provide due date for the bimonthly water and sewer bills that the City

Council approve this ordinance as presented and make it effective 20 days after its enactment.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Motion by McConaghy, seconded by Koester, regarding **Wayne County Appraisal LLC**, that the City Council approve the following invoice dated September 11, 2017:

1. Wayne County Appraisal LLC 09/11/17 - \$180.00.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Motion by McConaghy, seconded by Koester, regarding **City Attorneys**, that the City Council approve the following statements dated September 28, 2017:

1. City Attorney Don R. Berschback - \$3,400.00;
2. City Attorney Charles T. Berschback - \$4,532.21.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Motion by McConaghy, seconded by Granger regarding **Hallahan & Associates, P.C.**, that the City Council approve the invoice dated September 5, 2017 in an amount not to exceed \$360.00, direct the City Administrator to clarify the invoices with Wayne County Appraisal, LLC and to rescind the prior motion regarding payment to Wayne County Appraisal LLC, should it be determined that the combined total of the two invoices is \$360.00.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

Hearing no objections, the following item was heard under New Business:

- The City Administrator received a request from Joan DeRonne of the Senior Expo Committee at Assumption Cultural Center who requested the use of Lake Front Park for additional parking for the Senior Expo to be held on Thursday, October 5th, from 8:30 a.m. till 1:30 p.m.

Motion by Shetler, seconded by McConaghy, to approve the Senior Expo Committee at Assumption Cultural Center's request to use Lake Front Park for additional parking for the Senior Expo to be held on Thursday, October 5, 2017 from 8:30 a.m. till 1:30 p.m.

Motion carried by the following vote:

Yes: Granger, Koester, McConaghy, Novitke, Shetler
No: None
Absent: Bryant, Ketels

- Discussion was held regarding parking meters and the current ordinance that prohibits an individual from extending the parking or standing time of any vehicle beyond the legal parking or standing time that has been established.

Motion by Granger, seconded by Shetler, to adjourn tonight's meeting at 7:41 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

Robert E. Novitke
Mayor



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, OCTOBER 9, 2017, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Koester, Shetler
ABSENT: Ketels, McConaghy

ALSO PRESENT: City Administrator Smith
City Attorney Chip Berschback
Director of Public Services Schulte
Treasurer/Comptroller Behrens
Deputy City Clerk Gerhart

Mayor Novitke called the meeting to order at 7:07 p.m.

Motion by Granger, seconded by Shetler, that Council Members Ketels and McConaghy be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, Novitke, Shetler
No: None
Absent: Ketels, McConaghy

Motion by Bryant, seconded by Shetler, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, Novitke, Shetler
No: None
Absent: Ketels, McConaghy

Motion by Granger, seconded by Bryant that the Committee recess the regularly scheduled Committee-of-the-Whole meeting at 7:11 p.m. and convene in Closed Executive Session for the purpose of discussing pending litigation at which time the Committee may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following ROLL CALL vote:

McConaghy Absent
Novitke Yes
Shetler Yes
Bryant Yes
Granger Yes
Ketels Absent

Koester Yes

The Chair reconvened the regular meeting at 7:34 p.m.

Hearing no objection, the item regarding **Section D of Immediate Road Program – funds available** was taken out of order. The Mayor stated that there is approximately \$40,000.00 remaining in the road improvement fund. The Director of Public Services stated that the approximate cost of resurfacing a single residential block is \$250,000.00. The Chair stated the Committee-of-the-Whole will meet on October 23, 2017 to discuss various methods of increasing revenues. The Director of Public Services stated that the City was looking to purchase a new hot asphalt patch machine that would improve the quality of road repairs. The Director of Public Services was asked to apply asphalt patch to Stanhope to improve road conditions.

The next item discussed was regarding **Field Maintenance at Ghesquiere Park**. Joel Harris and Bill Babcock, on behalf of the Woods/Shores Little League, provided a brief overview regarding the Little League's plan to make improvements to diamond #2 in Ghesquiere Park.

The Little League requested permission to complete three specific projects associated with diamond #2 in Ghesquiere Park. The League requested permission to "skin" the infield and remove the sod from the outfield; install a new draining system and re-sod the outfield, and replace the fencing around the exterior of the field from dugout to dugout with new 6' chain link fencing. While this proposal would allow girls' softball to be played in Ghesquiere Park, the League stated it would not impact the availability of the fields for residents. New games would not be added; rather the location of the games would shift within the community. The City Administrator and Director of Public Services have no issues with the League's proposal.

The Committee directed the Grosse Pointe Woods/Shores Little League to provide the City Clerk's Office with insurance listing the City as an additional insured in the amount of \$1,000,000.00 and a performance bond in the amount of \$40,000.00, as well as providing suitable start and completion dates.

The chair declared a recess at 8:18 p.m. and reconvened at 8:21 p.m.

Hearing no objection, the following item was taken out of order and discussed under new business:

- The Treasurer/Comptroller received three requests for late fees to be waived for property taxes. The consensus of the Committee was that the City Charter does not allow for the Council to waive the penalty on two of the request, even though by statute it could. It is questionable if the Council has the authority to waive the personal property assessment.

The next item discussed was the **Purchase of a Falcon Mini Asphalt Recycler and Hot Box Trailer**. The Director of Public Services provided an overview of the equipment. The City currently uses a cold patch machine that prevents repairs from taking place in colder weather. This new equipment will allow repairs to be conducted for a longer season since the material is heated and adheres to the road surface better. The Director of Public Services is recommending paying for the Falcon Mini Asphalt Recycler and Hot Box Trailer by transferring funds that would be spent on emulsion and cold patch purchases, as the City currently has approximately 20 tons of asphalt patch available at the Department of Public Service yard, courtesy of DTE.

Motion by Shetler, seconded by Granger, that the Committee-of-the-Whole recommend the City Council approve the purchase of one 1-Ton Falcon Mini Asphalt Recycler and Hot Box Trailer complete with optional accessories, service manual and 2-year warranty and approve a budget amendment from Local Roads Routine Maintenance Account No. 203-463-757.000 into Capital Equipment – Public Works Account No, 640-852-977.599 in the amount of \$8,711.17.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, Novitke, Shetler
No: None
Absent: Ketels, McConaghy

The next item discussed was **Non-Union Tuition Reimbursement**. The Mayor stated that non-union employees had previously received tuition reimbursement until 2009. Currently, only one member of TPOAM has submitted for tuition reimbursement, and the TPOAM contract provides for tuition reimbursement. It was the consensus of the Committee-of-the-Whole to extend the benefits to the non-union employees providing a maximum of \$1,500.00 per year to a full time employee provided the following requirements are met:

- (a) The education course was offered through a recognized and/or accredited college or university;
- (b) The Employee completed the education course and maintained a grade average of "C", or equivalent;
- (c) The Employee did not receive any subsistence, allowance, grant or aid from any other public or private sources while enrolled for the particular education course;
- (d) A written notification has been made to the Employer outlining the proposed advanced educational course(s) to be undertaken by the Employee and giving the name of the institution offering such educational course(s). Such notification shall be provided for each degree program undertaken;
- (e) All requests for tuition reimbursement shall be submitted to the Employer within six (6) months after the completion of any such educational course(s). Such reimbursement shall be made by the Employer within thirty (30) days after the receipt of a request for reimbursement and verification of same; and
- (f) All courses must be directly related to the employee's current employment or promotional opportunities.

Part-time employees shall be eligible for tuition reimbursement on the same terms and conditions subject to the following:

Each fiscal year the City shall allot \$1,500.00. Part-time Employees are eligible for up to \$300.00 for approved courses (up to \$600.00 if no other eligible employee applies for the allotted funds). Part-time Employees shall submit a request in February (February 1 – February 10) of each year. The request shall be honored on a first come first served basis. The City Administrator was asked to review the proposed tuition agreement with the Labor Attorney.

Motion by Granger, seconded by Shetler, that the following items be removed from the Committee-of-the-Whole:

1. City-Wide Capital Improvement Projects
2. Boat Well Rates
3. Trolley (Sale)
4. Deputy Comptroller Update
5. Plante Moran Fees
6. Boat Well Vacancies
7. Road Improvement re "Bond Sale Resolution and Bid Award"

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, Novitke, Shetler
No: None
Absent: Ketels, McConaghy

The following item was discussed under new business:

- The Mayor received a request from Tupac Hunter on behalf of Wayne County Executive Warren Evens regarding signing a letter of support for the county's request for Amazon's headquarters. It was the consensus of the Committee to support the signing.
- Discussion was held regarding combining the Perch Derby with the Annual City Picnic. Council Member Shetler was directed to discuss the proposal with the Citizens' Recreation Commission.
- Discussion was then held regarding the Labor Day Bridge walk.
- Discussion was held regarding creating a page on the City website to include basic first aid, CPR and defibrillator usage. It was the consensus of the Committee to provide links on the City's website to training resources.
- Discussion was held regarding holding a basic first aid class every few months for residents.

Motion by Koester, seconded by Granger, that the meeting of the Committee-of-the-Whole be adjourned at 9:08 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

Robert E. Novitke
Mayor



ELECTION COMMISSION
10-12-17

MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON THURSDAY, OCTOBER 12, 2017, IN THE COMMUNITY CENTER-LAKE ROOM IN THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

City Attorney Don Berschback called the meeting to order at 10:31 a.m.

Roll Call: Council Member Art Bryant
City Attorney Don Berschback

Absent: Chair/City Clerk Lisa Hathaway

Also Present: Deputy City Clerk Steve Gerhart

The City Attorney stated Clerk Hathaway not be in attendance at today's meeting, and there was a consensus that the City Attorney would Chair today's meeting.

Motion by Bryant, seconded by Berschback, that Chair/City Clerk Lisa Hathaway be excused from today's meeting.

Motion carried by the following vote:

Yes: Berschback, Bryant

No: None

Absent: Hathaway

Motion by Bryant, seconded by Berschback, that all items on the agenda be received, placed on file and taken in order of appearance.

Motion carried by the following vote:

Yes: Berschback, Bryant

No: None

Absent: Hathaway

Motion by Bryant, seconded by Berschback, regarding Certification of Election Inspectors and Receiving Boards, that the Election Commission approve the list of Election Inspectors as presented and recommend the City Council approve the rates of pay as presented.

Motion carried by the following vote:

Yes: Berschback, Bryant

No: None

Absent: Hathaway

Motion by Bryant, seconded by Berschback, that today's meeting minutes be immediately certified.

Motion carried by the following vote:

Yes: Berschback, Bryant

No: None

Absent: Hathaway

Motion by Berschback, seconded by Bryant, that the meeting be adjourned at 10:35 a.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Don Berschback



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

Certification of Board of Election Inspectors

The undersigned, members of the Election Commission of the City of Grosse Pointe Woods, for the **November 7, 2017, General Election**, do hereby certify the following:

1. The number of members of the Board of Election Inspectors shall be six (6) in each precinct, seven (7) in one absent voter counting board; one (1) of whom shall be designated as Chair, and one (1) of whom shall be designated as Co-Chair. One additional Inspector may be appointed to some precincts as needed.
2. The flat rate compensation for all regular precincts and absent voter counting board(s) shall be as follows:

\$175.00	Chair
160.00	Co-Chair
135.00	Inspector
90.00	Intern
3. If necessary, the City Clerk is authorized to appoint Election Inspectors to vacancies on the Board of Inspectors due to refusal or failure to serve. There shall be at all times during the times the polls are open a majority of Board of Election Inspectors on duty and there shall be at least one from each major political party: Republican and Democrat.
4. The number of members of the three Receiving Boards shall be six (6) total. The flat rate compensation for all receiving board members shall be \$50.00.
5. The members of the Board of Election Inspectors and Receiving Board for the above election are listed on the attached summary.

Respectfully submitted,

ELECTION COMMISSION

Lisa Kay Hathaway, City Clerk/Chair
Arthur W. Bryant, Council Member Representative
Don R. Berschback, City Attorney
Dated: October 12, 2017

Attachment

PCT	LAST	FIRST	ADDRESS1	ADDRESS2	TITLE	PTY
1	MCKAY	DAVID	1867 LOCHMOOR AVE	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM
1	LUPO	JOSHUA	1825 ROSLYN	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP
1	GUIDO	ELLEN	2032 LANCASTER AVE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
1	PATRICK-MORRIS	JOAN	1622 NEWCASTLE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
1	SOLTERISCH	LINDA	1930 LOCHMOOR BLVD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
1	BURKHARDT	JUDITH	2039 COUNTRY CLUB DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM

2	STELLINGWERF	FRANK	1575 FAIRHOLME RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
2	MASSERANG	JUDITH	20104 E. BALLANTYNE CT.	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
2	ZELENOCK	CAMILLE	2112 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
2	OTIOTIO	JOSEPHINE	2022 ROSLYN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
2	CHICKLAS	DANIEL	1120 N. RENAUD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
2	GARVEY	JUDITH	2108 HUNT CLUB DRIVE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM

3	POPKIN	DEBRA	1681 ROSLYN RD	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM
3	CLOR	KYLE	1796 VERNIER RD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP
3	HACKLEMAN	MARIE	1068 BERKSHIRE	GROSSE POINTE PARK, MI 48230	INSPECTOR	REP
3	KROLIKOWSKI	THADDEUS	1301 BRYN DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
3	SAVAGE IV	MATTHEW	19955 W DOYLE PL	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
3	KOTES	AMANDA	21604 BENJAMIN	ST. CLAIR SHORE, MI 48081	INSPECTOR	DEM

4	PERRY	DAVID	2065 VAN ANTWERP	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM
4	MCGOVERN	ROBERT D.	808 SHOREHAM RD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP
4	LUFBURROW	CAROL	702 MOORLAND DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
4	PALAZZOLO	VICTORIA	854 MOORLAND	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
4	PROFETA	JIM	534 SADDLE LN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
4	FLETCHER	LORNA	1555 FAIRHOLME	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM

5	HIGLEY	DENVER	2041 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
5	RHEIN	RAY	20132 E BALLANTYNE CT	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
5	THIBODEAU	ROY	1860 BROADSTONE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
5	ORLOW	LAWRENCE	1151 TORREY RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
5	UNGER	JERILYN	1854 ALLARD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
5	LEO	JUDITH	20718 YOUNG LANE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM

6	DIXON	MICHAEL	1091 S RENAUD RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
6	SEDLACHEK	SARA	2071 OXFORD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
6	ARNOLD	LISA	19962 E. CLAIRVIEW CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
6	CWENGROS	PAUL	21407 RIVER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
6	NUTTING	VANESSA	1985 HAMPTON	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
6	ZORWICK	JOANN	1127 ANITA AVE.	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP

CB-7	DIXON	DEBRA	1091 S. RENAUD RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
CB-7	GOERKE	MARY	920 S. OXFORD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
CB-7	CARTER	MARY	1374 ALINE DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-7	KUMMER	CYNTHIA	21905 RIDGEWAY ST	ST. CLAIR SHORES, MI 48080	INSPECTOR	DEM
CB-7	MONCREIFF	CAROL	1091 TORREY	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
CB-7	ADAMS	SANDRA	1178 WHITTIER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-7	BURLESON	DONNA	1694 NEWCASTLE RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP

RB	RIZZO	A. CHRISTINA	561 PEACHTREE LN	GROSSE POINTE WOODS, MI 48236	RECEIVING B	REP
RB	LENTINE	MICHAEL	1570 ANITA	GROSSE POINTE WOODS, MI 48236	RECEIVING B	DEM
RB	MALBOUEF	BARBARA	1700 S. RENAUD RD	GROSSE POINTE WOODS, MI 48236	RECEIVING B	REP
RB	SACCHETTI	VALERIE	763 PEAR TREE LN	GROSSE POINTE WOODS, MI 48236	RECEIVING B	DEM
RB	MATYN	TIMOTHY	932 N. BRY'S	GROSSE POINTE WOODS, MI 48236	RECEIVING B	DEM
RB	SZABO	MONICA	1620 FAIRHOLME	GROSSE POINTE WOODS, MI 48236	RECEIVING B	REP

10/10/17



Citizen's Recreation Commission Meeting Minutes

Meeting of the Citizen's Recreation Commission held on September 12, 2017 at Grosse Pointe Woods, Michigan

CALLED TO ORDER: 7:08

PRESENT:

Gib Heim
Barb Janutol
Tom Jerger
Mark Miller
Christine Ventimiglia
Amanda York

ABSENT:

Bill Babcock
Tony Rennpage
Mike Soviak

RECEIVED
SEP 13 2017
CITY OF GROSSE POINTE WOODS

ALSO PRESENT:

Richard Shetler, Jr., and Nicole Byron

Motion to accept the minutes from July 11, 2017 by Mark Miller and seconded by Gib Heim.

Motion passed by the following vote:

Yes: Heim, Janutol, Jerger, Miller, Ventimiglia and York.

No: None

Absent: Babcock, Rennpage and Soviak

SUPERVISOR'S REPORT:

The City engineering department is in the process of bidding out the marina project including electrical updates, water line replacement and new floating docks. The budget for this has been approved.

The Fall Fest is this weekend, on the front lawn of the City Hall.

Hob Nob and Goblin tickets, for October 20th, go on sale this week.

COUNCIL MEETING REPORT:

Mr. Shetler reported the following:

The city ambulance has been sold.

The trash removal contract is being reviewed for bidding.

The Milk River project is underway and being monitored by DPW and the Council.

Official congratulations were given to the Grosse Pointe Woods Shores Little League team.

OLD BUSINESS:

The Jack Boni Perch Derby donor thank you letters will be ready to be signed at the next meeting. Some discussion took place regarding the date for next year. It was decided to change the date back to the third Saturday in June next year. Tweaking the time line for the morning will also take place with more discussion at the January 2018 meeting.

We tabled the By-Law discussion until the October meeting.

NEW BUSINESS:**Motion:**

A motion was made by Mark Miller and seconded by Gib Heim to request \$3000.00 from our budget be allocated for the 2018 Winter Fest.

Motion passed by the following vote:

Yes: Heim, Janutol, Jerger, Miller, Ventimiglia, and York.

No: None

Absent: Babcock, Rennpage, and Soviak



NOTE

ADJOURNMENT:

Motion was made to adjourn the meeting by Gib Heim and seconded by Mark Miller.

Yes: Heim, Janutol, Jerger, Miller, Ventimiglia and York.

No: None

Absent: Babcock, Rennpage, and Soviak.

Meeting Adjourned at 8:13pm.

Respectfully submitted by: Barb Janutol, Secretary

7A

CHARLES T. BERSCHBACK

ATTORNEY AT LAW
24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

October 9, 2017

The Honorable Mayor and City Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE. University of Liggett
Council Agenda October 16, 2017

Dear Mayor and Council:

The University of Liggett has submitted a special land use and site plan request for their new athletic field house. As required by our ordinance, the Planning Commission conducted a public hearing on September 26, 2017 and unanimously recommended approval of the request based on conditions previously outlined in Mr. Tutag's Memo.

I have prepared two separate Council resolutions for your consideration, one approving the request and one denying the request. In the event that the Council wishes to deny the request, the maker of the motion would need to add specific reasons for the denial into the record.

If you have any questions, please call.

Very truly yours,



CHIP BERSCHBACK

CTB:nmg
Enclosures

cc: Bruce Smith
Gene Tutag
Stephen L. Gerhart

**THE CITY OF GROSSE POINTE WOODS
CITY COUNCIL RESOLUTION
APPROVING
THE SPECIAL LAND USE AND SITE PLAN REQUEST FROM
UNIVERSITY LIGGETT SCHOOL**

Minutes of a regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, held on October 16, 2017.

PRESENT: Council Members

EXCUSED:

The following resolution was offered by Council Member _____ and seconded by Council Member _____:

WHEREAS, Petitioner has submitted a Special Land Use and Site Plan request for property located at 1045 Cook Road for an athletic fieldhouse known as The John A. and Marlene L. Boll Campus Center; and,

WHEREAS, the Grosse Pointe Woods City Council conducted a public hearing,

NOW THEREFORE IT IS HEREBY RESOLVED AS FOLLOWS:

The factual findings and reasons for this approval is based on the record and supporting documentation submitted as of this date including the agenda items received and placed on file, as well as the Planning Commission's recommendation, and the comments and representations made at the public hearing before this body on October 16, 2017.

Therefore the City Council recommends that the City Council HEREBY APPROVES the Special Land use and Site Plan based on the following findings and conditions:

FINDINGS

1. The Council hereby adopts by reference Mr. Tutag's Memo dated September 20, 2017 for purposes of its findings and fact and further finds that the special land use request and site plan approval complies with the City Ordinances and requires no variances.

RECOMMENDED CONDITIONS OF APPROVAL

1. Prior to submitting a building permit application, the applicant shall submit a storm water drainage plan that complies with Chapter #26 of the City code;

2. An easement agreement shall be prepared by the applicant, acceptable to the City Attorney, for construction between the Campus Center building and the McCann Ice Arena over the City's easement and sewer;
3. The City to require a hardscape alternative to the proposed landscaping in the area between the sidewalk and curb in the event the proposed landscape plantings fail to develop; and
4. Construction commences within 60 days of City Council approval and be completed within 2 years.
6. Appropriate bond based upon cost of construction and amount of work that will occur in the public right of way.

Immediate Consideration: Having reviewed this Resolution, the City Council moves for immediate adoption of this Resolution.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

STEPHEN L. GERHART, Deputy Clerk

CERTIFICATION

I, Stephen L. Gerhart, Deputy Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on October 16, 2017, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

STEPHEN L. GERHART, Deputy Clerk

**THE CITY OF GROSSE POINTE WOODS
CITY COUNCIL RESOLUTION
DENYING
THE SPECIAL LAND USE AND SITE PLAN REQUEST FROM
UNIVERSITY LIGGETT SCHOOL**

Minutes of a regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, held on October 16, 2017.

PRESENT: Council Members

EXCUSED:

The following resolution was offered by Council Member _____ and seconded by Council Member _____:

WHEREAS, Petitioner has submitted a Special Land Use and Site Plan request for property located at 1045 Cook Road for an athletic fieldhouse known as The John A. and Marlene L. Boll Campus Center; and,

WHEREAS, the Grosse Pointe Woods City Council conducted a public hearing,

NOW THEREFORE IT IS HEREBY RESOLVED AS FOLLOWS:

The factual findings and reasons for this denial is based on the record and supporting documentation submitted as of this date including the agenda items received and placed on file, as well as the Planning Commission's recommendation and the comments and representations made at the public hearing before this body on October 16, 2017.

Therefore the City Council recommends that the City Council HEREBY DENY the Special Land use and Site Plan based on the following reasons and findings:

- 1.
- 2.
- 3.

Immediate Consideration: Having reviewed this Resolution, the City Council moves for immediate adoption of this Resolution.

AYES: _____

NAYS: _____

RESOLUTION DECLARED ADOPTED.

STEPHEN L. GERHART, Deputy Clerk

CERTIFICATION

I, Stephen L. Gerhart, Deputy Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on October 16, 2017, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

STEPHEN L. GERHART, Deputy Clerk

09-26-17

Motion by Stapleton, seconded by Vitale, regarding the **Public Hearing in accordance with Public Act 110 of 2006, MCL 125.3101 as amended, and Grosse Pointe Woods City Code, Section 50-88, regarding site plan approval for special land use in a Community Facilities zoning district for University Liggett School, to build a campus center (field house), 1045 Cook Road**, that the Planning Commission adopt the following resolution recommending that City Council approve the special land use request from University Liggett School:

**THE CITY OF GROSSE POINTE WOODS
PLANNING COMMISSION RESOLUTION
RECOMMENDING APPROVAL OF
THE SPECIAL LAND USE AND SITE PLAN REQUEST FROM
UNIVERSITY LIGGETT SCHOOL**

WHEREAS, Petitioner has submitted a Special Land Use and Site Plan request for property located at 1045 Cook Road for an athletic field known as The John A. and Marlene L. Boll Campus Center; and,

WHEREAS, the Grosse Pointe Woods Planning Commission conducted a public hearing,

NOW THEREFORE IT IS HEREBY RESOLVED AS FOLLOWS:

The factual findings and reasons for these recommendations are based on the record and supporting documentation submitted as of this date including the agenda items received and placed on file, as well as the comments and representations made at the public hearing before this body on September 26, 2017.

Therefore the Planning Commission recommends that the City Council APPROVE the Special Land and Site Plan use based on the following conditions:

1. Prior to submitting a building permit application, the applicant shall schedule a pre-construction meeting with the City;
2. Prior to submitting a building permit application, the applicant shall submit a storm water drainage plan that complies with Chapter #26 of the City Code;
3. An easement agreement shall be prepared by the applicant, acceptable to the City Attorney, and approval of the City Council for construction between the Campus Center building and McCann Ice Arena over the City's easement and sewer;
4. The City to require hardscape alternative to the proposed landscaping in the area between the sidewalk and curb in the event the proposed landscape plantings fail to develop;
5. Construction to commence within 60 days of City Council approval and be completed within 2 years; and
6. Submit a corrected Sheet C1 showing proper parking counts in the new lot and building height; and
7. Appropriate bond be filed for construction

MOTION CARRIED by the following vote:

YES: Fuller, Hamborsky, Profeta, Stapleton, Vaughn, Vitale

NO: None

ABSENT: Gilezan, Reiter, Rozycki

Motion by Vaughn, seconded by Vitale, that the Planning Commission immediately certify the previous motion.

MOTION CARRIED by the following vote:

YES: Fuller, Hamborsky, Profeta, Stapleton, Vaughn, Vitale

NO: None

ABSENT: Gilezan, Reiter, Rozycki

**THE CITY OF GROSSE POINTE WOODS
PLANNING COMMISSION RESOLUTION
RECOMMENDING APPROVAL OF
THE SPECIAL LAND USE AND SITE PLAN REQUEST FROM
UNIVERSITY LIGGETT SCHOOL**

Minutes of a regular meeting of the Planning Commission/City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, held on September 26, 2017.

PRESENT: Members Chairman Fuller, John Vitale, Thomas Vaughn, Douglas Hamborski, James Profeta, Tanya Stepleton.

EXCUSED: Member Richard Rozycki, Grant Gilizan, Eric Reiter.

The following resolution was offered by Member Stapleton and seconded by Member Vitale:

WHEREAS, Petitioner has submitted a Special Land Use and Site Plan request for property located at 1045 Cook Road for an athletic field known as The John A. and Marlene L. Boll Campus Center; and,

WHEREAS, the Grosse Pointe Woods Planning Commission conducted a public hearing,

NOW THEREFORE IT IS HEREBY RESOLVED AS FOLLOWS:

The factual findings and reasons for these recommendations are based on the record and supporting documentation submitted as of this date including the agenda items received and placed on file, as well as the comments and representations made at the public hearing before this body on September 26, 2017.

Therefore the Planning Commission recommends that the City Council **APPROVE** the Special Land use and Site Plan based on the following conditions;

RECOMMENDED CONDITIONS OF APPROVAL:

1. Prior to submitting a building permit application, the applicant shall schedule a pre-construction meeting with the City;
2. Prior to submitting a building permit application, the applicant shall submit a storm water drainage plan that complies with Chapter #26 of the City code;
3. An easement agreement shall be prepared by the applicant, acceptable to the City Attorney, and approval of the City Council for construction between the Campus Center building and the McCann Ice Arena over the City's easement and sewer;
4. The City to require a hardscape alternative to the proposed landscaping in the area between the sidewalk and curb in the event the proposed landscape plantings fail to

develop; and

5. Construction commence within 60 days of City Council approval and be completed within 2 years.
6. Submit a corrected Sheet C1 showing proper parking counts in new lot and building height.
7. Appropriate bond for roadway construction.

Immediate Consideration: Having reviewed this Resolution, the Planning Commission moves for immediate adoption of this Resolution. The Clerk is directed to publish in the Grosse Pointe News as prepared by the City Attorney in accordance with MCL 125.3401.

AYES: 6

NAYS: 0

RESOLUTION DECLARED ADOPTED.


STEPHEN L. GERHART, Deputy Clerk

CERTIFICATION

I, Stephen L. Gerhart, Deputy Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Planning Commission on September 26, 2017, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.


STEPHEN L. GERHART, Deputy Clerk

PLANNING COMMISSION EXCERPT
8-22-17

Regarding **Public Hearing: University Liggett School Fieldhouse, 1045 Cook Road**, the Vice Chair stated that due to lack of a quorum, this item is postponed to the September 26, 2017, Regular Planning Commission Meeting.

The next item on the agenda was **Introduction of University Liggett School field house, 1045 Cook Road.** Building Official Tutag provided an overview of the project and indicated that it will require Special Land Use approval due to the underlying CF (Community Facilities) zoning of the properties. Scott Cave, of CBRE and Raymond Cekauskas, of Landry/Cekauskas Architecture on behalf of University Liggett Schools, were present for questions and discussion. They are proposing a timeline that would have the shell of the building completed by December of 2017 and the building fully completed by August of 2018, pending approvals from the City.

The next item on the agenda was **Schedule a Public Hearing: University Liggett School Field House, 1045 Cook Road.** Building Official Tutag recommended that a public hearing be scheduled for August 22, 2017, at which time the Planning Commission will make a recommendation to City Council.

Motion by Stapleton, seconded by Vaughn, that the Planning commission schedule a **Public Hearing: University Liggett School Field House, 1045 Cook Road** for August 22, 2017.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Profeta, Reiter, Stapleton, Vaughn

NO: None

ABSENT: Hamborsky, Rozycki, Vitale



**CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY**

Date: August 7th, 2017

To: Gene Tutag, Building Official

From: Director John Kosanke *JK*

Subject: University of Liggett Field House-1045 Cook Rd.

I have reviewed the Site Plan for the University of Liggett Field House and recommend the project move forward. At this point, I do not find any concerns that would impact the area once the project is complete. I look forward to being involved in the project and will address any issues should they arise.

Sue Stewart

From: Frank Schulte
Sent: Tuesday, August 08, 2017 4:02 PM
To: Gene Tutag
Cc: Sue Stewart
Subject: Liggett Field House

Hi Gene,

Here are my comments after reviewing the plans for the Liggett Field House. The only DPW concern is the 60" interceptor sewer located between the proposed new field house and the hockey arena. The city would require a sewer easement agreement with Liggett that would maintain access to the sewer if repairs would ever be necessary and should state the city would not be responsible for any restoration following repairs.

If you have any questions please let me know.

Frank

Thanks,

Frank Schulte
Director of Public Services
City of Grosse Pointe Woods
1200 Parkway Dr
Grosse Pointe Woods, MI 48236
313 343-2460

CITY OF GROSSE POINTE WOODS
Building Department
MEMORANDUM

DATE: September 20, 2017
TO: Planning Commission
FROM: Gene Tutag, Building Inspector
SUBJECT: Public Hearing for Special Land Use: ULS Field House, 1045 Cook Road

Attached for your consideration is a request for a Special Land Use Permit/Site Plan Review for the construction of a 30,819 square foot building and site improvements. The project is on the south side of the University Liggett campus located at 1045 Cook Road. The proposed use of the building is the John A. and Marlene L. Boll Campus Center Building that will be used as an athletic facility.

The University Liggett School is located within the CF Community Facilities District. Grosse Pointe Woods Ordinance, Section 50-339(2) states that: "Upon approval of the planning commission, after a public hearing with notice and site plan review as required by this chapter, any of the following existing uses may be expanded by the erection of additions to existing structures or by the erection of additional structures upon properties situated in community facilities districts as described in the zoning map as amended by this chapter and in accordance with the metes and bounds descriptions on file in the office of the division of safety inspection, and upon compliance with the provisions of this chapter. In giving such approval, the planning commission may impose, in addition to other conditions allowable by law, any reasonable restrictions or requirements so as to ensure that the contiguous residential areas will be adequately protected, and also may require the dedication of lands for street and alley purposes which, in the commission's opinion, is necessary to provide adequately for vehicular traffic movement and off-street parking." The procedure we are following is listed in Section #50-32 Special Land Use Approval, and the Site Plan Review Requirements specified in Sections #50-34 thru #50-42.

With regard to Special Land Use Approval, Section #50-32(6) indicates that the Planning Commission is required to "pass a resolution setting forth its findings regarding the standards set forth in this chapter, and shall recommend to the City Council approval, approval with conditions, or disapproval with its reasons". Accordingly, the Planning Commission makes recommendations and then the application is forwarded to the City Council for a second public hearing and subsequent approval or denial.

In accordance with Section #50-36(a), a pre-application meeting with the applicant was held on June 29, 2017. Due to the project's complexity, it will be considered a major project. The project was also presented to the Planning Commission on July 25, 2017.

The proposed development is surrounded by property zoned C.F. (Community Facilities) to the south (University Liggett School); R-1B and C.F. to the east (The Rivers); R-1B and C.F. to the west (Monteith Elementary School), and R-1B to the north (One Family Residential).

The University Liggett School and this development is compliant with existing zoning, the Future Land Use Plan, and the City's Master Plan.

Parking: Activities that will take place in the new Campus Center building are already occurring somewhere on campus so no increase in parking demand or traffic is expected. The 322 existing parking spaces at the campus currently support the student and staff load. A new parking lot with 82 additional parking spaces is proposed west of the new building. A total of 401 parking spaces will be on the campus. Because any activities taking place within the new building are already occurring within the campus, and with the addition of 82 spaces, parking is compliant per Section #50-530(8)b.3. and #50-530(8)b.4.

Sect #50-530 (8)b.3.

Elementary and Junior High Schools

One space for each Teacher:	46 Teachers	46 Parking Spaces Required
One Space for each Administrator:	6 Administrators	6 Parking Spaces Required

Sect #50-530 (8)b.4.

Senior High Schools

One space for each Teacher:	33 Teachers	33 Parking Spaces Required
One space for each Administrator:	27 Administrators	27 Parking Spaces Required
One space for every four students:	287 per 4 Students	72 Parking Spaces Required

184 Required 401 Provided

Public Safety: Our Public Safety Department and our Traffic Safety Consultant (TIA) have reviewed the plans. The crosswalk connecting the campus has been relocated and will have a solar powered Rectangular Rapid Flashing Beacon (RRFB). Landscaping has been added on both sides of the street to direct pedestrians to cross at the crosswalk. Signage, Fire Department access, fire hydrants and traffic concerns have been addressed, and according to the attached correspondence, there are no concerns with the project moving forward.

Public Services: Public Services has also reviewed the plans with the only concern being the 60" interceptor sewer located between the proposed building and the existing hockey arena. The City will require a sewer easement agreement with University Liggett that would maintain access to the sewer if repairs would ever be necessary, and should state that the City would not be responsible for any restoration following repairs (copy attached).

Lighting: The plan submitted includes three (3) twenty-five feet (25') in height LED pole fixtures in the new parking lot that match existing lighting on the north campus, and four (4) LED bollard lights along the west and south doors. The lighting plan shows that lighting levels will be very low at the property line to prevent off-site lighting spillage. All proposed lighting is LED and will cast downward.

Architecture: The applicant is proposing a 30,819 square foot building. The front and the west elevations of the building are visible from Cook Road. The building is proposed as glass, metal, masonry, and metal panels. A materials board will be provided at the meeting.

Elevations: The south (front) elevation is proposed to be thirty-six feet (36') in height to the roof. This elevation is a glass aluminum panel curtain wall. There will be ten (10) panels across the front elevation and two (2) end metal panels that are extended out from the building. This will add visual interest and depth. The glass on this elevation of some size and scale will create a visually interesting elevation and should allow for a good amount of natural light into the gymnasium. The main entrance area (west) is well defined as the point of emphasis of the building. An outdoor plaza is also shown on the plans.

The north (rear) and east (side) elevations are well designed and architecturally harmonious with the other elevations. They include the same architectural finishes found on the south and west elevations. This is classic example of four sided architecture.

The building has varied rooflines, overhangs, canopies, variation in color and texture that, along with the difference of window sizes and height, help to avoid long unarticulated facades.

The roof-mounted mechanical equipment is located on the north (rear) of the building and is screened from view.

Landscaping: The landscape plan including street trees, parking lot trees, site trees, and site shrubs all comply with the code requirements. The landscape plan includes a mixture of deciduous, ornamental, and evergreen trees and shrubs. The shrubs proposed are a good mixture of evergreen and deciduous that should create an esthetically pleasing landscaped lot. Street trees are also provided along Cook Road. The only concern with the landscape plan is the long-term sustainability of the proposed landscaping between the curb and sidewalk along Cook Road. This was suggested by our Traffic Safety Consultant in order to direct pedestrians to use the crosswalks.

Zoning Compliance:

	<u>Allowed</u>	<u>Proposed</u>
Building Setback:		
Front Yard	75"	81"
Side Yard		
West	75'	651' (approx.)
East	20'	40'
Rear Yard	75'	420' (approx.)
Building Height:	35'	36'*

*The height of the roof at the highest point (south) will be compliant with final grading of the landscaped area below that roof. The balance of the roof is at, or below, 35'

It is the intent of the Special Land Use review to provide an analysis of such uses so that the community is assured that the uses are compatible with their locations and surrounding land uses and the requirements of Chapter #50.

Finding that the plan complies with the criteria of Sections #50-32 and #50-34 thru #50-43, for Special Land Uses and Site Plan approval have been met and the design is compatible with the location and proposed use. Staff recommends the Planning Commission submit a resolution approving of this request to City Council for Special Land Use and Site Plan Review, subject to the recommended conditions of the approval.

RECOMMENDED CONDITIONS OF APPROVAL:

1. Prior to submitting a building permit application, the applicant shall schedule a pre-construction meeting with the City;
2. Prior to submitting a building permit application, the applicant shall submit a storm water drainage plan that complies with Chapter #26 of the City code;
3. An easement agreement shall be prepared by the applicant, acceptable to the City Attorney, and approval of the City Council for construction between the Campus Center building and the McCann Ice Arena over the City's easement and sewer;
4. The City to require a hardscape alternative to the proposed landscaping in the area between the sidewalk and curb in the event the proposed landscape plantings fail to develop; and
5. Construction commence within 60 days of City Council approval and be completed within 2 years.
6. Submit a corrected Sheet C1 showing proper parking counts in new lot and building height.



SPECIAL LAND USE REQUEST

CBRE
2000 Town Center, Suite 500
Southfield, MI 48075

248 914.3184 Cell
248 353.8134 Fax

Scott.Cave@cbre.com
www.cbre.com

Date: July 20th, 2017
To: Mr. Gene Tutag, Chief Building Official
City of Grosse Pointe Woods MI
From: Scott Cave, CBRE. University Liggett Project Representative
Subject: Special Land Use – Request

Dear Mr. Tutag,

On behalf of the University Liggett School, I am requesting consideration to receive Special Land Use designation for the John A. and Marlene L. Boll Campus Center at the next scheduled Planning Commission Meeting.

Thank you for your consideration.

Respectfully,

A handwritten signature in black ink that reads "Scott D. Cave".

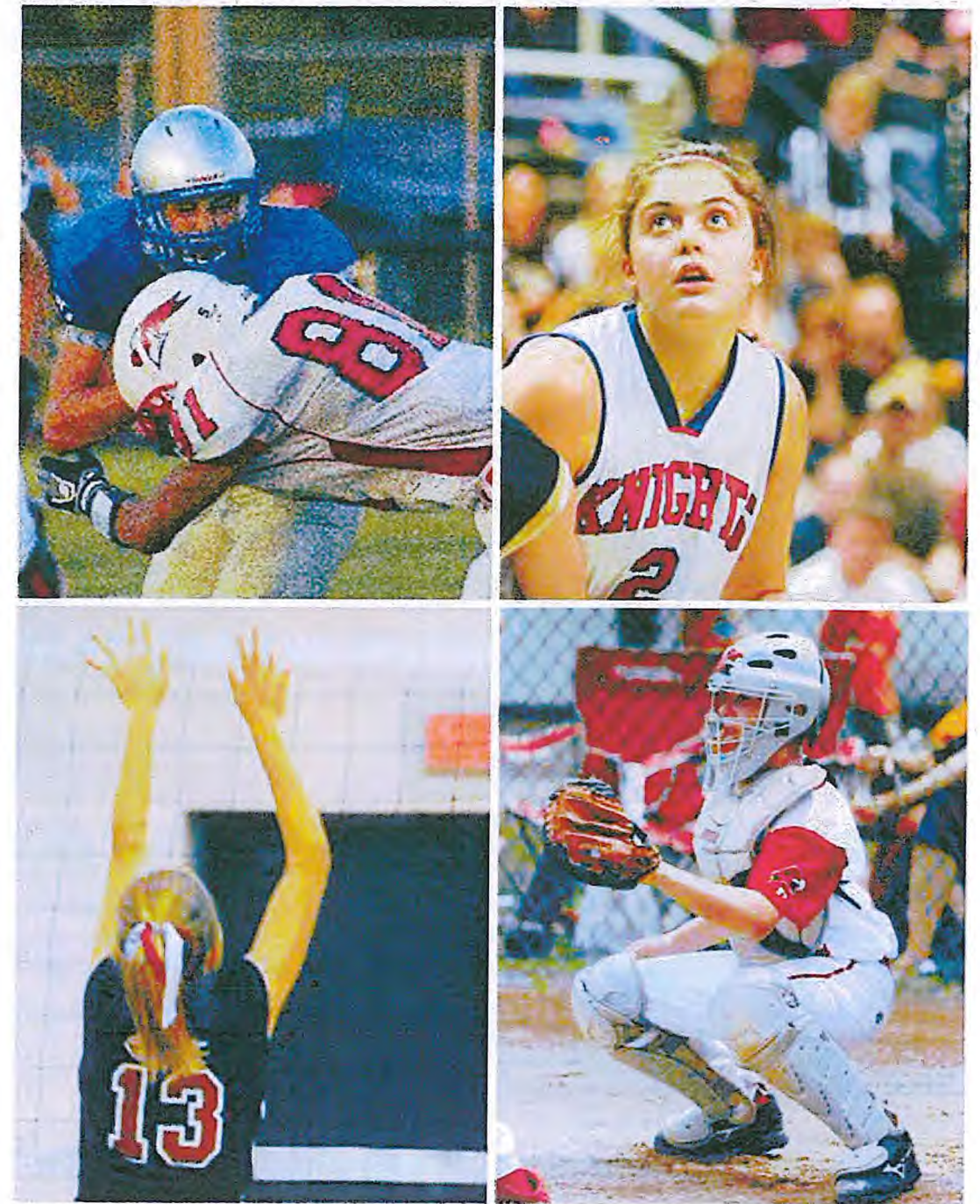
Respectfully,

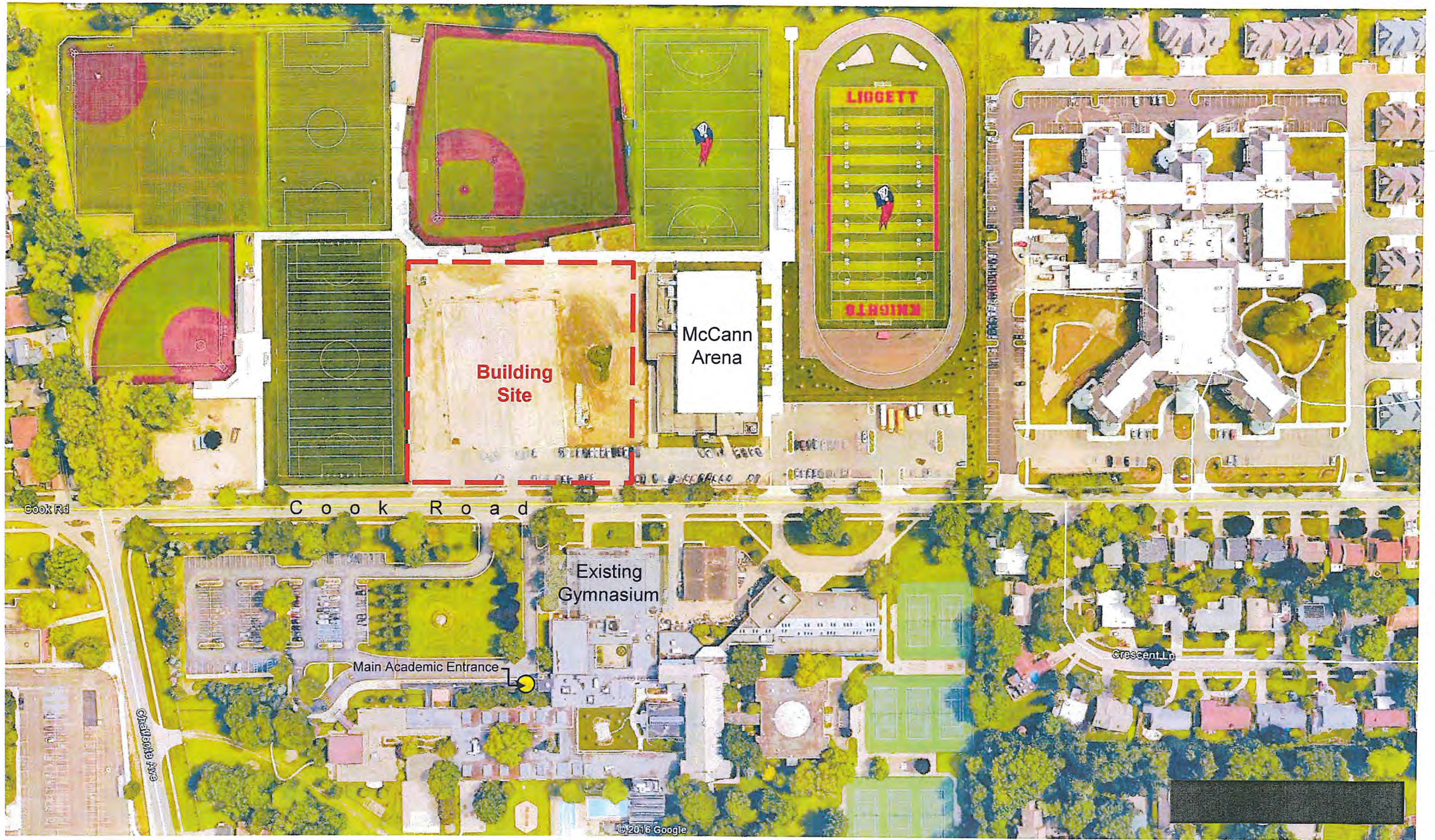
Scott Cave | Senior Project Manager, LEED AP
CBRE | Detroit Project Management
2000 Town Center - Suite 500 | Southfield, MI 48075
T 248 936 6844 | F 248 353 8134 | C 248 914 3184

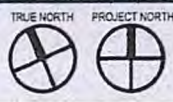
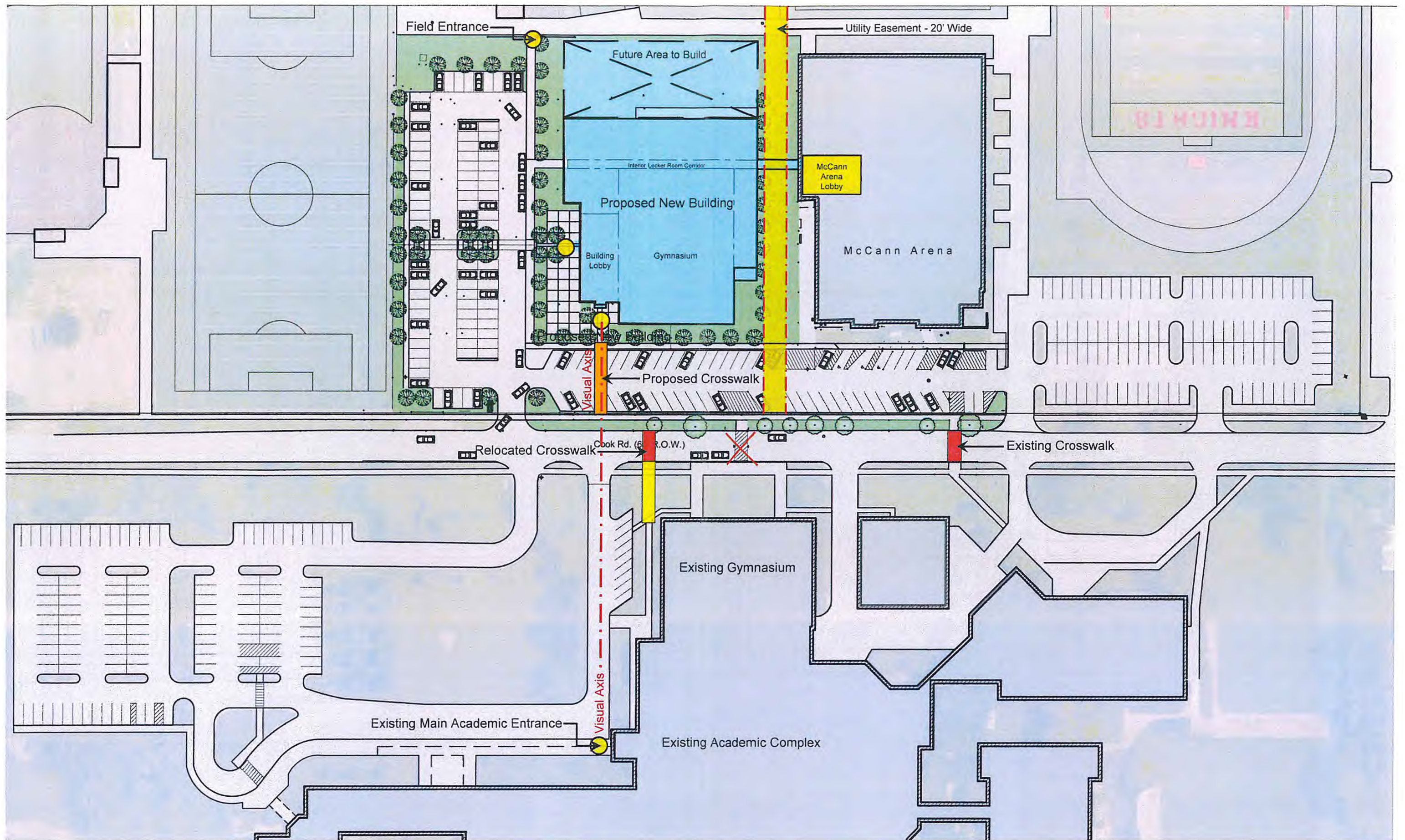
RECEIVED
AUG 04 2017
CITY OF GROSSE PTE. WOODS
BUILDING DEPT

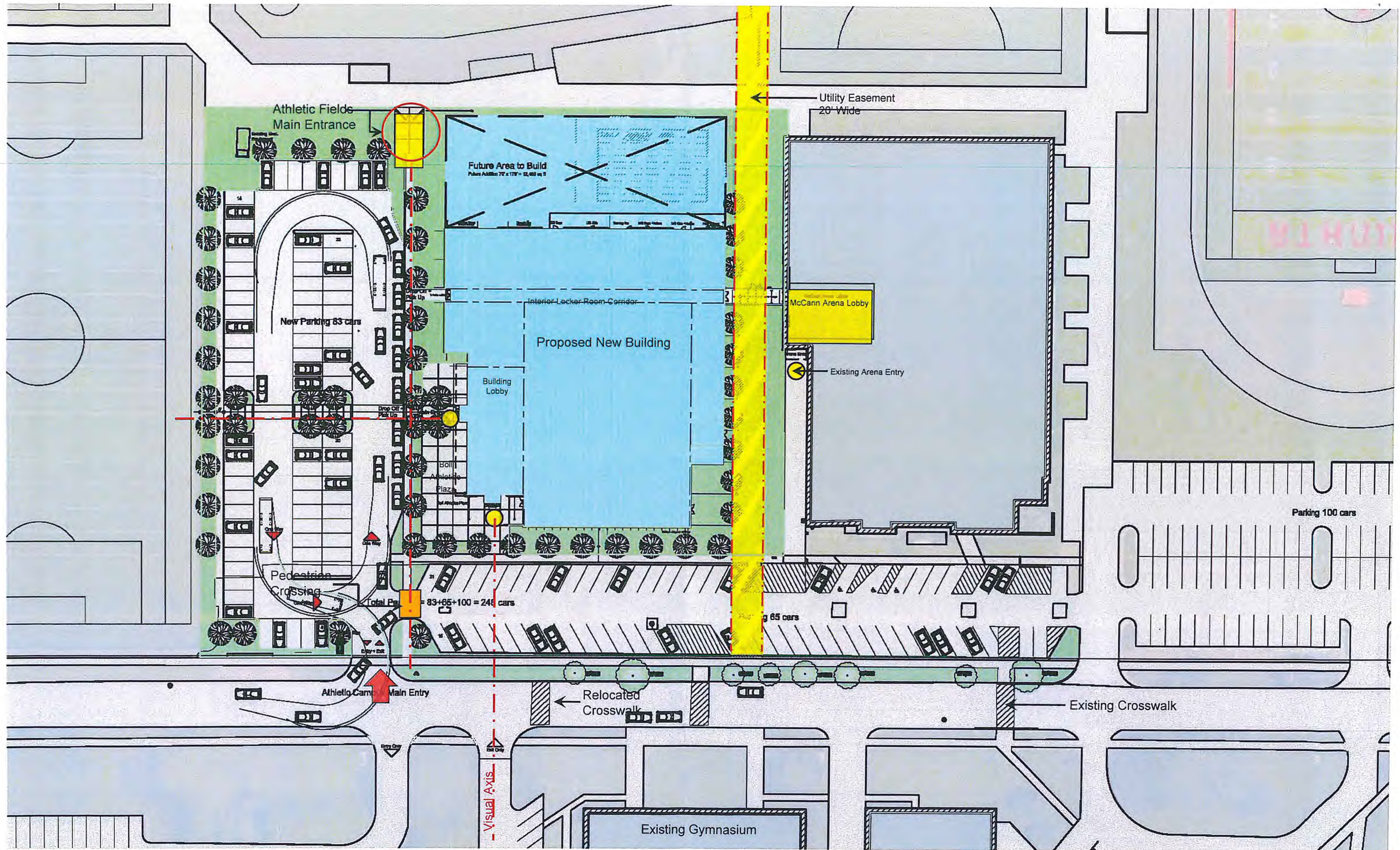
*John A. and Marlene L. Boll
Campus Center
University Liggett School*

City of Grosse Pointe Woods Michigan









SEAL



PROJECT
Boll Campus Center

CLIENT
University Liggett School
1045 Cook Rd.
Grosse Pointe Woods,
Wayne County, Michigan

PROJECT LOCATION
Private Claims 619 & 620
T. 1 South, R. 13 East
City of Grosse Pointe Woods,
Wayne County, Michigan

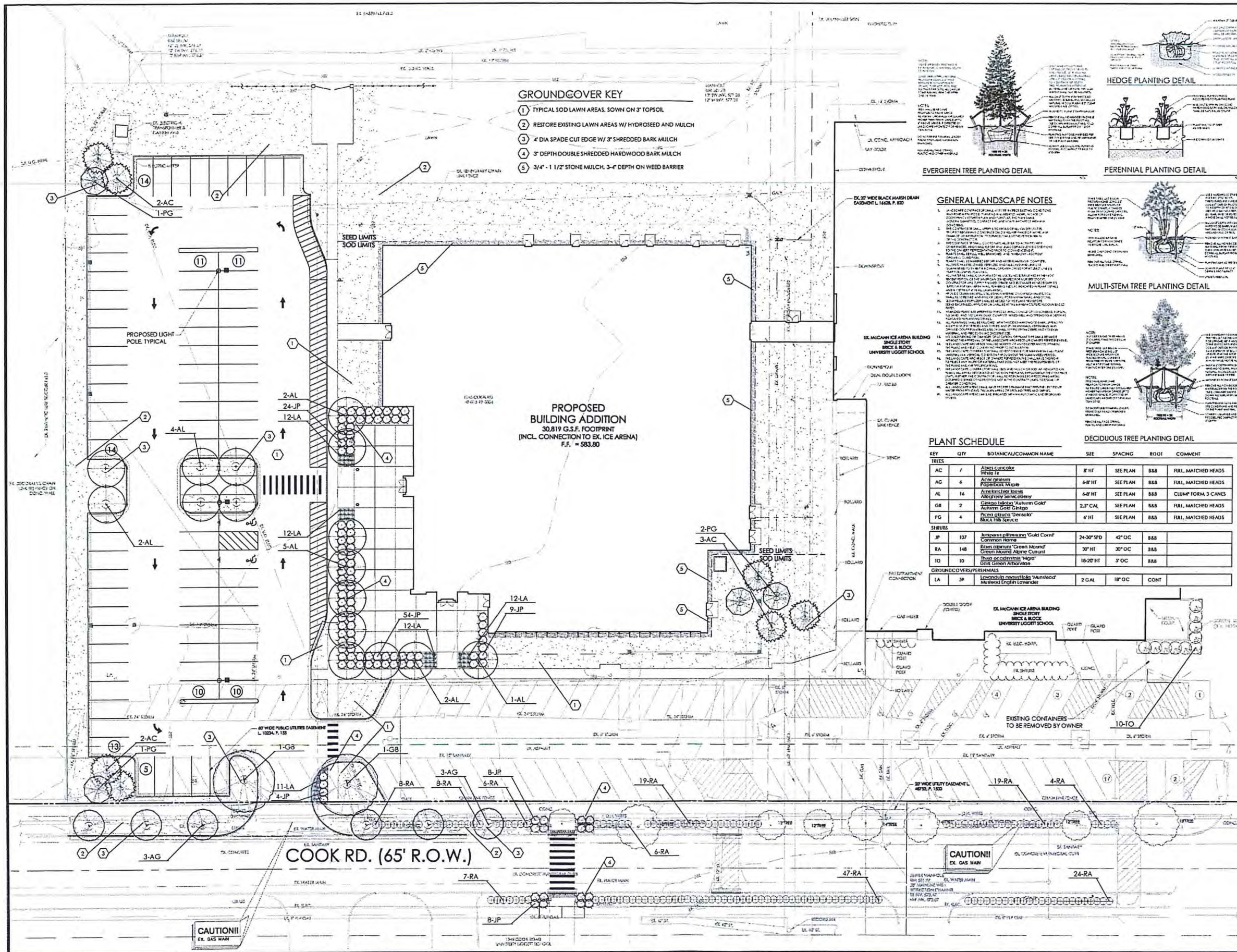
SHEET
Landscape Plan

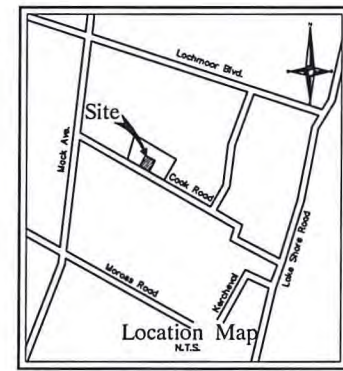
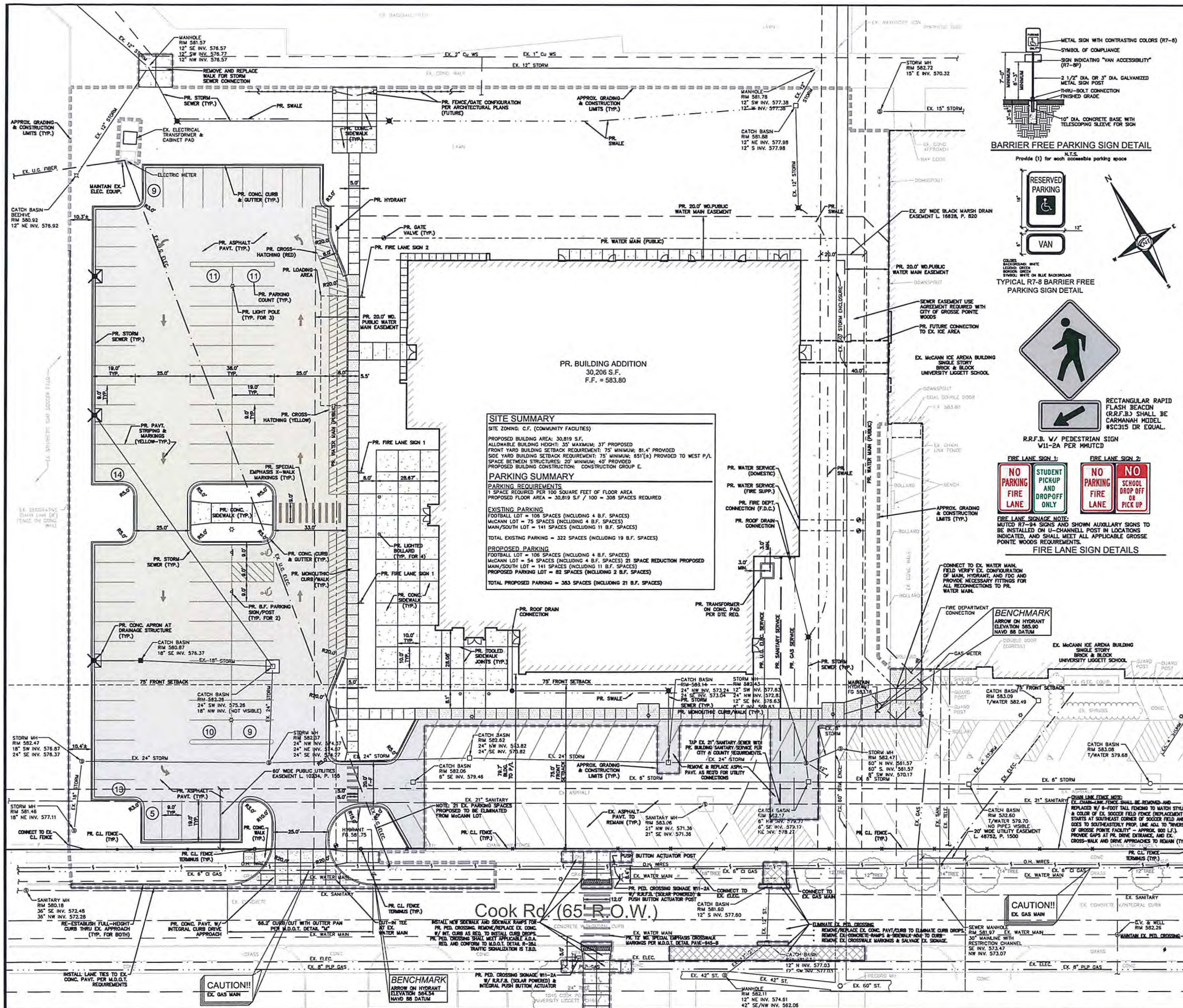


REVISIONS
06/2017 SPA
07/2017 REVISED SPA
07/2017 SPA BE SUBMITTAL

DRAWN BY:
G. Ostrowski
DESIGNED BY:
G. Ostrowski
APPROVED BY:
G. Ostrowski
DATE:
June 9, 2017

SCALE: 1" = 20'
NFE JOB NO. J670
SHEET NO. L1





- NOTES**
- PROPOSED WATER MAIN LOOP AND HYDRANT SHALL BE LOCATED WITHIN A PUBLIC EASEMENT IN ACCORDANCE WITH CITY REQUIREMENTS.
- ALL WORK SHALL CONFORM TO APPLICABLE GROSSE POINTE WOODS AND WAYNE COUNTY CURRENT STANDARDS AND SPECIFICATIONS.
- ALL RADIAL DIMENSIONS SHOWN ARE TO PROPOSED BACK OF CURB.
- ALL LINEAR DIMENSIONS ARE TO PROPOSED FACE OF CURB UNLESS OTHERWISE INDICATED.
- NO DUMPSTER REQUIRED BY OWNER, AND THEREFORE, NONE PROPOSED.
- GENERAL NOTES:**
- THE PURPOSE OF THE PROPOSED SIDEWALK CONNECTOR SHOWN IS TO PROVIDE PEDESTRIAN CONNECTION AND SAFE CROSSING ACROSS COOK RD.
 - THE PROPOSED MID-BLOCK PEDESTRIAN CROSSING SHALL CONSIST OF: PROPOSED PEDESTRIAN SIGNAGE, SOLAR-POWERED RECTANGULAR RAPID FLASH BEACONS (RFB) WITH PUSH BUTTONS, A.D.A. COMPLIANT SIDEWALK RAMPS, AND SPECIAL EMPHASIS CROSS-WALK MARKING PER M.D.T. STANDARDS.
 - PUSH-BUTTONS MUST BE LOCATED IN ACCORDANCE WITH MUTCD (IDEALLY WITHIN 1.5' TO 6' OF ROAD CURB, BUT NO FURTHER THAN 10-FEET FROM BACK OF CURB, CLOSEST TO CENTER OF LANDING, MAX. 48-INCH HEIGHT AT 10-INCH REACH). ALSO, TYPING OF SIGNAL MUST ACCOUNT FOR DISTANCE OF PUSH BUTTON LOCATIONS.
 - RFB'S SHALL BE SOLAR POWERED, SUBMIT SHOP DRAWINGS OF RFB'S TO DESIGN ENGINEER AND CITY ENGINEER FOR REVIEW AND APPROVAL.
 - SELECT CLEARING, REMOVAL AND/OR TRIMMING OF LOW-LYING BRUSH, BRANCHES AND VEGETATION MAY BE REQUIRED TO IMPROVE SITE DISTANCE AND OR IMPROVE SOLAR-POWER ACCESS FOR THE RFB'S. THIS WORK SHALL BE ACCOMPLISHED BY A CERTIFIED ARBORIST IN ACCORDANCE WITH CITY REQUIREMENTS.
 - ALL PERMITS AND APPROVALS MUST BE OBTAINED PRIOR TO CONSTRUCTION.
 - INDESS/ACCESS TO DRIVE APPROACHES MUST BE MAINTAINED AT ALL TIMES, 7AM TO 7PM, UNLESS OTHERWISE APPROVED IN WRITING BY THE OWNER. WORK MAY NEED TO BE PERFORMED ON MULTIPLE CONSECUTIVE SATURDAYS AND/OR AS ALLOWED BY THE OWNER & CITY OF GROSSE POINTE WOODS.
 - ALL WORK SHALL BE IN GENERAL CONFORMANCE WITH MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) 2012 STANDARD SPECIFICATIONS FOR CONSTRUCTION AND CITY OF GROSSE POINTE WOODS.
 - ALL TEMPORARY AND PERMANENT TRAFFIC CONTROL DEVICES, MARKINGS, SIGNAGE, ETC. SHALL BE IN ACCORDANCE WITH CURRENT MICHIGAN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, WAYNE COUNTY AND MDOT TRAFFIC TYPICALS AND/OR APPLICABLE STANDARDS. CONTRACTOR MUST MAINTAIN TRAFFIC AT ALL TIMES IN ACCORDANCE WITH SAID STANDARDS. REFER TO MDOT TRAFFIC TYPICALS M2020a, M2020b AND M2020c-4 FOR TEMPORARY LANE CLOSURES AS PERMITTED.
 - CONSTRUCTION STORAGE SHALL OCCUR ON PROJECT OWNER'S PROPERTY AS AUTHORIZED BY THE PROJECT OWNER.
 - PROPOSED ADA RAMPS SHALL COMPLY WITH THE MDOT SIDEWALK RAMP AND DETECTABLE WARNING DETAIL R-281.

ESTIMATED QUANTITIES

STRIPING & SIGNAGE

DESCRIPTION	QUANTITY	UNITS
A.D.A. PARKING SIGN & POST	2	EA.
FIRE LANE SIGN 1 & POST	1	EA.
FIRE LANE SIGN 2 & POST	1	EA.
PED. CROSSING SIGN & POST W/ R.F.B. & PUSH BUTTON ACTUATOR	1	EA.
PED. CROSSING SIGN & POST W/ R.F.B.	1	EA.
PUSH-BUTTON ACTUATOR POST FOR R.F.B.	1	EA.
12"X4" SPECIAL EMPHASIS CROSS-WALK MARKING (WHITE)	9	EA.
6"X4" SPECIAL EMPHASIS CROSS-WALK MARKING (WHITE)	1	EA.
5'X4" SPECIAL EMPHASIS CROSS-WALK MARKING (WHITE)	1	EA.
4" WD. PAVEMENT MARKING (YELLOW)	3,000	L.F.
4" WD. PAVEMENT MARKING (RED)	200	L.F.
4" WD. PAVEMENT MARKING (BLUE)	200	L.F.
A.D.A. ACCESSIBILITY SYMBOL MARKING	2	EA.
DIRECTIONAL ARROW MARKING	10	EA.

GENERAL PAVING LEGEND

	PROPOSED CONCRETE PAVEMENT
	PROPOSED CONCRETE SIDEWALK
	PROPOSED MONOLITHIC CURB/WALK
	PROPOSED ASPHALT PAVEMENT

LEGEND

	EXISTING SANITARY SEWER
	SALE CLEAN OUT
	EXISTING WATERMAIN
	EXISTING STORM SEWER
	EX. R. Y. CATCH BASIN
	EXISTING BURIED CABLES
	OVERHEAD LINES
	LIGHT POLE
	SIGN
	EXISTING GAS MAIN
	PR. SANITARY SEWER
	PR. WATER MAIN
	PR. STORM SEWER
	PR. R. Y. CATCH BASIN
	PROPOSED LIGHT POLE

NF ENGINEERS

CIVIL ENGINEERS
LAND SURVEYORS
LAND PLANNERS

NOWAK & FRAUS ENGINEERS
46777 WOODWARD AVE.
PONTIAC, MI 48342-5032
TEL. (248) 332-7931
FAX. (248) 332-8257

SEAL

STATE OF MICHIGAN
PAUL TULIKANGAS
ENGINEER
NO. 057929
PROFESSIONAL SEAL

PROJECT
Boll Campus Center

CLIENT
University Liggett School
1045 Cook Rd.
Grosse Pointe Woods,
Wayne County, Michigan

PROJECT LOCATION
Private Claims 619 & 620
T. 1 South, R. 13 East
City of Grosse Pointe Woods,
Wayne County, Michigan

SHEET
Overall Site Plan

811
Know what's below
Call before you dig.

REVISIONS

06-18-17	REVISED PER ARCHITECT
06-18-17	REVISED PER ARCHITECT
06-22-17	SPA
07-06-17	REVISED SPA / SESC SUBMITTAL
07-17-17	SPA RE-SUBMITTAL
07-24-17	CLIENT REVIEW
08-07-17	BD PACKAGE NO. 1
10-06-17	REVISIONS PER CITY

DRAWN BY:
P. Tulikangas

DESIGNED BY:
P. Tulikangas

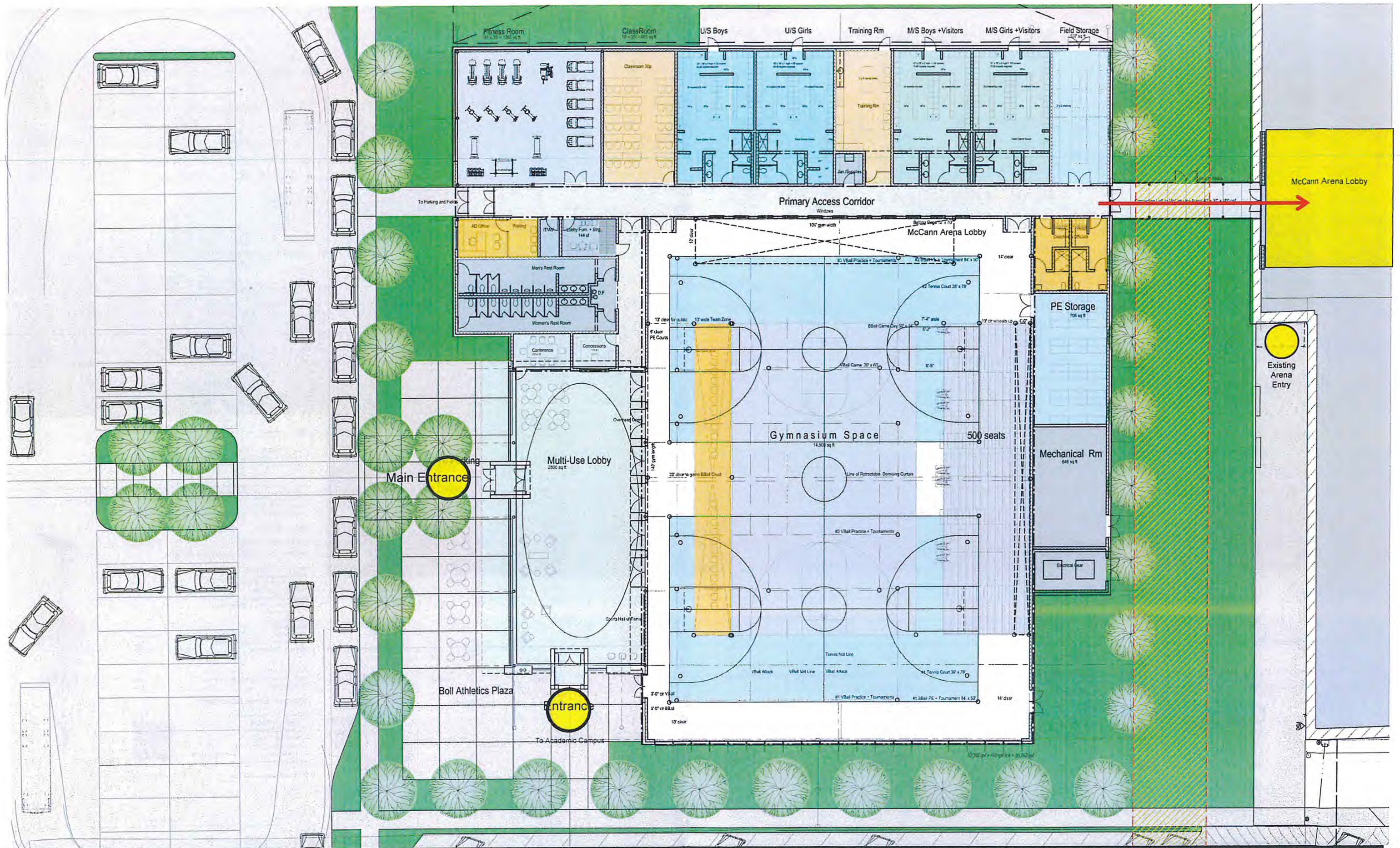
APPROVED BY:
B. Buchholz

DATE:
June 9, 2017

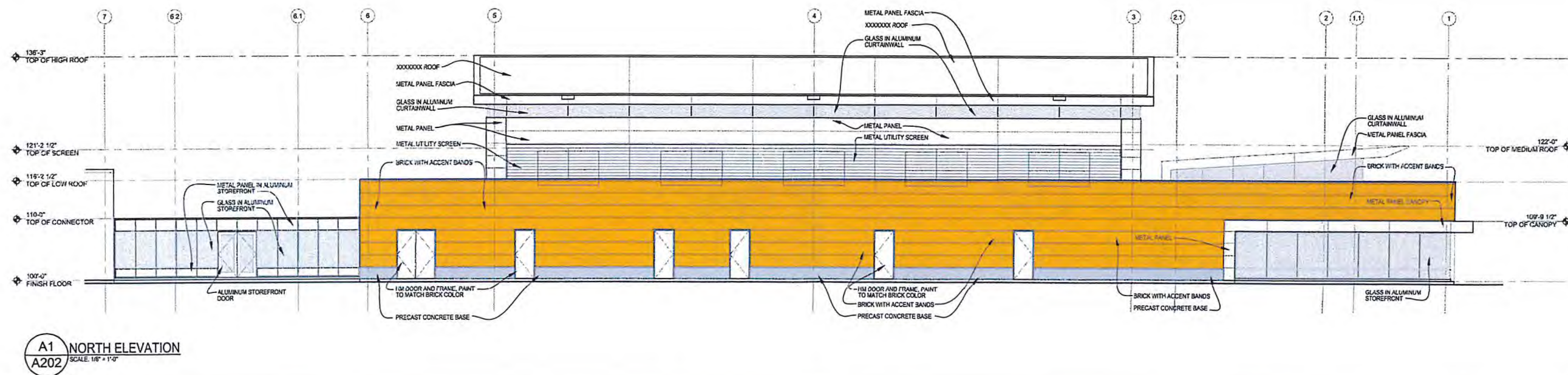
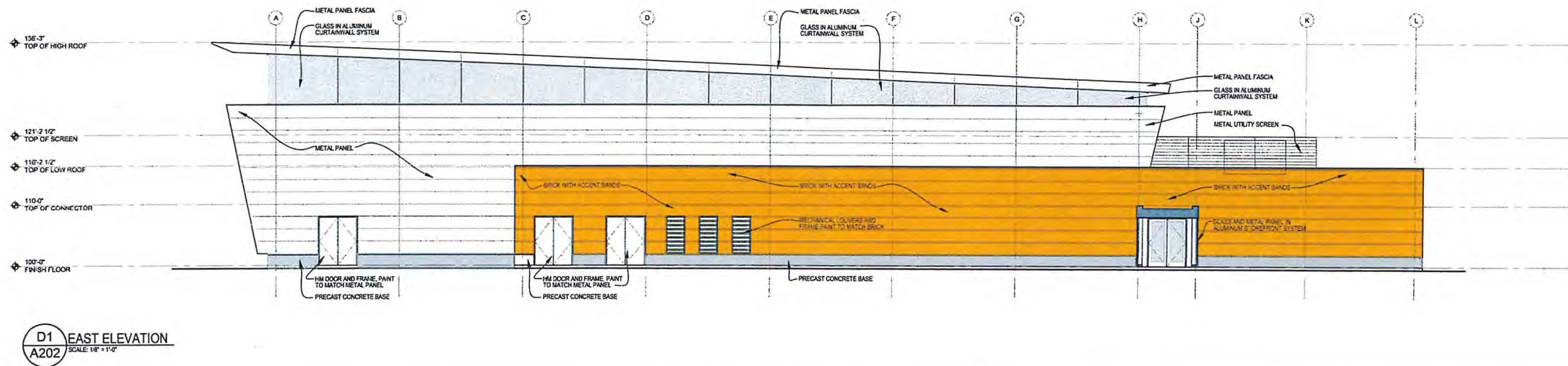
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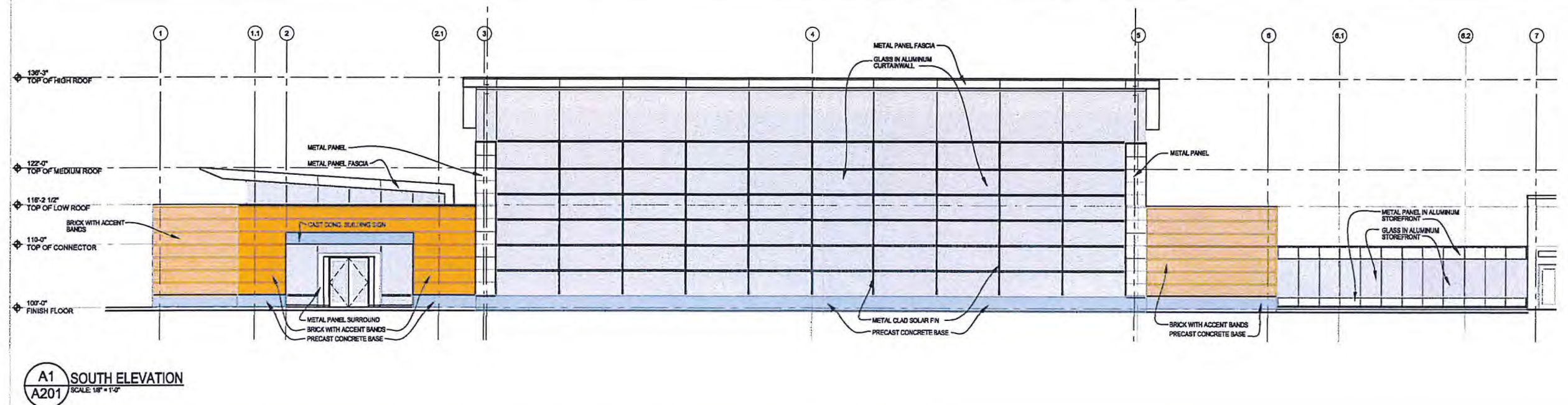
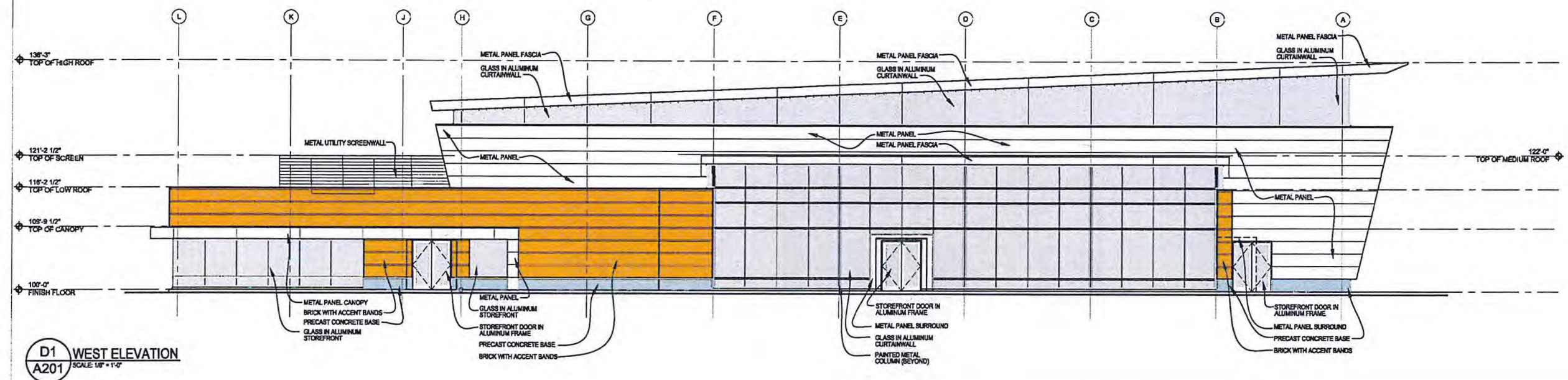
NFE JOB NO. J670

SHEET NO. C1













RECEIVED

OCT 04 2017

CITY OF GROSSE POINTE WOODS

AFFIDAVIT OF LEGAL PUBLICATION

Grosse Pointe News

21316 Mack Ave
Grosse Pointe Woods, Michigan 48236
(313) 882-3500

COUNTY OF WAYNE
STATE OF MICHIGAN, SS.

Shelley Owens

being duly sworn deposes and says that attached advertisement of

City of Grosse Pointe Woods

was duly published in accordance with instructions, in the GROSSE POINTE NEWS on the following date:

September 28, 2017

#3 GPW 9/28 PUB HEARING 10-16

and knows well the facts stated herein, and that she is the Advertising Manager of said newspaper.

Shelley Owens

Subscribed and sworn to before me this 28th day of September A.D., 2017

Elvio Scenna
Notary Public

City of **Grosse Pointe Woods**, Michigan
NOTICE OF PUBLIC HEARING

Notice is hereby given that the Grosse Pointe Woods City Council under the provisions of Public Act 110 of 2006, MCL 125.3101 as amended, and Grosse Pointe Woods City Code Sections 50-32 and 34, that a Public Hearing will be held on Monday, October 16, 2017 at 7:30 p.m. in the Council/Court Room of the Municipal Building, 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236 concerning the request of Grosse Pointe University Liggett School to build a Campus Center building at the Grosse Pointe University Liggett School located at 1045 Cook Road, Grosse Pointe Woods, Michigan. The request requires site plan approval and approval as a special land use as part of the Community Facilities Zoning District. The public hearing materials are available for public inspection at the Municipal Building, 20025 Mack Plaza, between 8:30 a.m. and 5:00 p.m. Monday through Friday. All interested persons are invited to attend and will be given opportunity for public comment. The public may appear in person or be represented by counsel. Written comments will be received in the City Clerk's office, up to the close of business preceding the hearing. A group spokesperson is encouraged on agenda items concerning organized groups. Individuals with disabilities requiring auxiliary aids or services at the meeting should contact the Grosse Pointe Woods Clerk's Office at 313 343-2440 seven days prior to the meeting.

Publish: GPN 09/28/17

Stephen L. Gerhart
Deputy City Clerk

ELVIO SCENNA
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF MACOMB
My Comm. Exp. 10/18/2022
Acting in the County of *Macomb*
Date *2-28-17*

AFFIDAVIT OF PROPERTY OWNERS NOTIFIED

Re: 1045 Cook Road
University Liggett School

State of Michigan)
) ss.
County of Wayne)

I HEREBY CERTIFY that the notice of Hearing was duly mailed First Class Mail on 9-28-17 to the following property owners within a 300 foot radius of the above property in accordance with the provisions of the 2007 City Code of Grosse Pointe Woods. A Hearing fee of \$850.00 has been received with receipt # 273306.

Lisa Kay Hathaway, CMMC/MMC
City Clerk

See attached document for complete list.

1045 Cook Rd. - 300' Radius

ownersname	ownersna_1	ownerstreet	ownercity	ownerstate	ownerzipco
HOCKNEY MICHAEL		1190 TORREY RD	GROSSE POINTE WOODS	MI	48236
SANTINI CHRISTINA		19886 E IDA LN	GROSSE POINTE WOODS	MI	48236
CLOGG TIMOTHY G & EILEEN M		1257 TORREY RD	GROSSE POINTE WOODS	MI	48236
LIEN ROBERT L		1180 TORREY RD	GROSSE POINTE WOODS	MI	48236
SURMONT ELSIE H		19866 E IDA LN	GROSSE POINTE WOODS	MI	48236
KRULA RICHARD M		19914 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
WHITE LORETTA S		19816 E IDA LN	GROSSE POINTE WOODS	MI	48236
BROWN RICHARD E	BROWN KATHRYN	19943 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
EVOLA JOSEPH	EVOLA CARROLL	19787 E IDA LN	GROSSE POINTE WOODS	MI	48236
POWELL DONOVAN F	POWELL KIMBERLY L	946 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
OCCUPANT		975 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
MORREALE ANTONIO		921 COOK RD	GROSSE POINTE WOODS	MI	48236
NATSCHKE DOUGLAS		1170 TORREY RD	GROSSE POINTE WOODS	MI	48236
BINDER JAMES		1251 TORREY RD	GROSSE POINTE WOODS	MI	48236
ARRABI, AHMAD-HASSAN		1160 TORREY	GROSSE POINTE WOODS	MI	48236
STEWART SHARON		19938 E EMORY CT	GROSSE POINTE WOODS	MI	48236
CITY OF GROSSE POINTE WOODS	TORREY ROAD PUMP STATION	20025 MACK PLAZA DR	GROSSE POINTE WOODS	MI	48236
TORREY ROAD PUMP STATION		1266 TORREY RD	GROSSE POINTE WOODS	MI	48236
MCGAHEY, TIMOTHY-SANDRA		1260 ELFORD CT	GROSSE POINTE WOODS	MI	48236
KIM WILLIAM	ALLEMON JEANNIE	1313 TORREY RD	GROSSE POINTE WOODS	MI	48236
MILLER ANDREW J		1301 TORREY RD	GROSSE POINTE WOODS	MI	48236
OCCUPANT		1220 ELFORD CT	GROSSE POINTE WOODS	MI	48236
TERRY WINIFRED C		207 KEELSON DR	DETROIT	MI	48215
CLARK MICHELLE M		1289 TORREY RD	GROSSE POINTE WOODS	MI	48236
DIESING JOHN W		1277 TORREY RD	GROSSE POINTE WOODS	MI	48236
IGNAGNI ABIGAIL		1210 TORREY RD	GROSSE POINTE WOODS	MI	48236
HICKS MICHELLE		1265 TORREY RD	GROSSE POINTE WOODS	MI	48236
ELLIOTT JULIEANN		1200 TORREY RD	GROSSE POINTE WOODS	MI	48236
CORBETT TJMN FAMILY (TRUST)		19887 W IDA LN	GROSSE POINTE WOODS	MI	48236
ROACH TERRANCE F	ROACH JUDITH G	1241 TORREY RD	GROSSE POINTE WOODS	MI	48236
HUETTER MICHAEL J		1231 TORREY RD	GROSSE POINTE WOODS	MI	48236
KING VALLEJO CHERYL		19856 E IDA LN	GROSSE POINTE WOODS	MI	48236
KALUS JAMES S	KALUS DEBORAH R	1221 TORREY RD	GROSSE POINTE WOODS	MI	48236
BAN ROBERT J JR	BAN BRENDA K	1141 TORREY RD	GROSSE POINTE WOODS	MI	48236
AMATO ANTHONY		1211 TORREY RD	GROSSE POINTE WOODS	MI	48236
SAIGH PAUL A		19875 E IDA LN	GROSSE POINTE WOODS	MI	48236
DEMAINE JEFFRET & RACHEL		70 FRYE RD	BOLTON	MA	01740
OCCUPANT		1201 TORREY RD	GROSSE POINTE WOODS	MI	48236
ORLOW LAWRENCE K		1151 TORREY RD	GROSSE POINTE WOODS	MI	48236
KIENLE THERESA (LIFE ESTATE)		1191 TORREY RD	GROSSE POINTE WOODS	MI	48236
BARATTA EUGENE C		1161 TORREY RD	GROSSE POINTE WOODS	MI	48236
PACINI MARIANO	PACINI MARIE	19846 E IDA LN	GROSSE POINTE WOODS	MI	48236
RUTTAN HAROLD E	RUTTAN CAREN	1181 TORREY RD	GROSSE POINTE WOODS	MI	48236
POPOVIC DANIEL J		1171 TORREY RD	GROSSE POINTE WOODS	MI	48236
CHACHICK JOANN		19827 E IDA LN	GROSSE POINTE WOODS	MI	48236
KOEHLER CORY & DUPONT CARRIE		19836 E IDA LN	GROSSE POINTE WOODS	MI	48236
JANUTOL DAVID C		19913 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
ALLOR RICHARD W		19928 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
MAKOWSKI MICHAEL		19817 E IDA LN	GROSSE POINTE WOODS	MI	48236

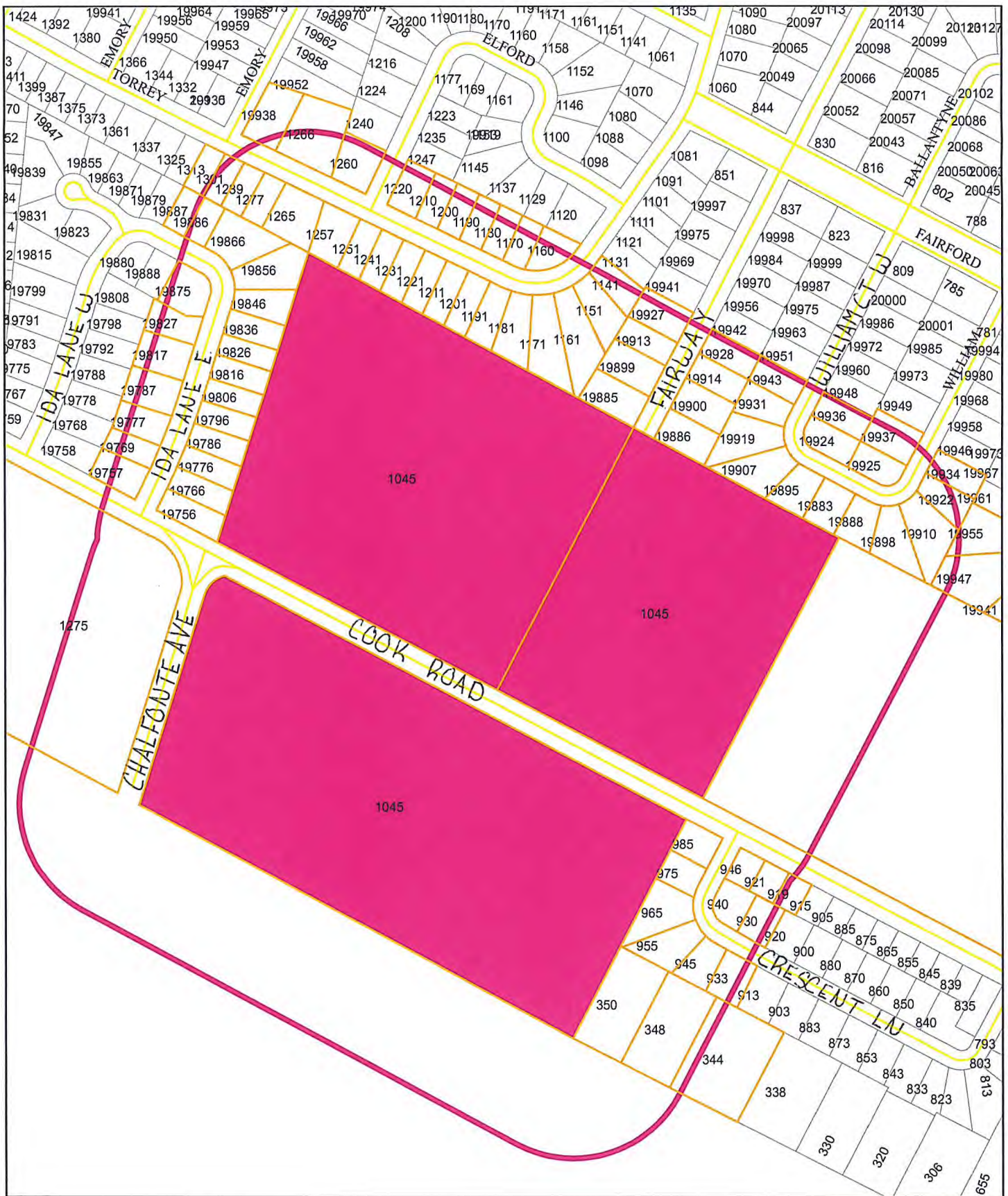
ownersname	ownersna_1	ownerstreet	ownercity	ownerstate	ownerzipco
PIZZO VINCENT		19826 E IDA LN	GROSSE POINTE WOODS	MI	48236
BARATTA ROSALIE		19899 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
DECOSTE TIMOTHY	DECOSTE LIBBY	19885 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
POPE JASON	HILLMAN SUSAN M	19900 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
JOHNIDES CHERYL		19806 E IDA LN	GROSSE POINTE WOODS	MI	48236
PLOURDE MARK R	PLOURDE CYNTHIA H	19931 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
CRACCHIOLO, MARK		19936 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
LANDAU MICHAEL & ASHMAN KYLE		19777 E IDA LN	GROSSE POINTE WOODS	MI	48236
FENNELL LAURA E		19796 E IDA LN	GROSSE POINTE WOODS	MI	48236
SARNAIK SHARADA A (TRUST)		19886 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
BARAN, MICHAEL-MEGAN		19937 E. WILLIAM CT	GROSSE POINTE WOODS	MI	48236
SCHADEN EUGENE F	SCHADEN ANN M	19924 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
OBERMOK CHRISTINA		19786 E IDA LN	GROSSE POINTE WOODS	MI	48236
PARKER MICHAEL L		19769 E IDA LN	GROSSE POINTE WOODS	MI	48236
JOHN C MONTEITH ELEMENTARY SCHOOL		1275 COOK RD	GROSSE POINTE WOODS	MI	48236
GROSSE POINTE PUBLIC SCHOOL SYSTEM		389 SAINT CLAIR ST	GROSSE POINTE	MI	48230-1501
JOHNSON MARGARET C		19925 E WILLIAM CT	GROSSE POINTE WOODS	MI	48236
CUSMANO JOSEPHINE		19776 E IDA LN	GROSSE POINTE WOODS	MI	48236
PIETROWSKY ROBERT J	PIETROWSKY JILL C	19907 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
KARAM KARAM	KARAM HANAA	19757 E IDA LN	GROSSE POINTE WOODS	MI	48236
RAMBAUM MARIANNE		19934 E WILLIAM CT	GROSSE POINTE WOODS	MI	48236
STINES EDOUARD		19895 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
HAMILTON STEPHEN R		19766 E IDA LN	GROSSE POINTE WOODS	MI	48236
CALLERT ALFRED	CALLERT CAROLE	19922 E WILLIAM CT	GROSSE POINTE WOODS	MI	48236
MACK GREGORY P		19883 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
KWIATKOWSKI GARY		19756 E IDA LN	GROSSE POINTE WOODS	MI	48236
COUSINO RAYMOND F	COUSINO JOANN S	19910 E WILLIAM CT	GROSSE POINTE WOODS	MI	48236
KACZANOWSKI CHRISTINE		19888 E WILLIAM CT	GROSSE POINTE WOODS	MI	48236
SAVAGE MATTHEW IV	SAVAGE SUSAN	19955 W DOYLE PL	GROSSE POINTE WOODS	MI	48236
JANOSI ZOLTAN J	JANOSI JANICE M	19898 E WILLIAM CT	GROSSE POINTE WOODS	MI	48236
WIEME JAMES A		19947 W DOYLE PL	GROSSE POINTE WOODS	MI	48236
UNIVERSITY LIGGETT SCHOOL	LOWER SCHOOL/UPPER SCHOOL	1045 COOK RD	GROSSE POINTE WOODS	MI	48236
JOGAN, ROBERT A - JUDITH A		985 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
MATHEWS JOSEPH C	MATHEWS MAUREEN	919 COOK RD	GROSSE POINTE WOODS	MI	48236
HAKIM DAVID		930 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
HADLEY WILLARD J IV		965 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
OCCUPANT		955 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
LOMBARDI DOMINIC A		945 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
HYDE ARTHUR S	HYDE CRISTY C	350 PROVENCAL RD	GROSSE POINTE WOODS	MI	48236
SZALANSKI GARY	SZALANSKI PAMELA	933 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
WELCHLI ROBERT D	WELCHLI JOHN R	348 PROVENCAL RD	GROSSE POINTE WOODS	MI	48236
CHARLTON CHRISTOPHER TAB		344 PROVENCAL RD	GROSSE POINTE WOODS	MI	48236
UNIVERSITY LIGGETT SCHOOL	ATHLETICS BUILDING	1045 COOK RD	GROSSE POINTE WOODS	MI	48236
BRIARCLIFF 2014 L.L.C.	ATHLETICS FIELD	20250 HARPER AVE	DETROIT	MI	48225
KOPEC DAVID L	KOPEC KERIN A	19927 FAIRWAY DR	GROSSE POINTE WOODS	MI	48236
VADUVA JON	VADUVA ROXANNA	940 CRESCENT LN	GROSSE POINTE WOODS	MI	48236
MALBOUEF GEORGE	MALBOUEF RUTH K	19919 W WILLIAM CT	GROSSE POINTE WOODS	MI	48236
AT&T	Mr. Tim Black - Area Manager	100 S. Main Room 314	Mount Clemens	MI	48043
MichCon	Permit Liaison	3150 E. Michigan Ave	Ypsilanti Township	MI	48198

1045 Cook Rd. - 300' Radius

ownersname	ownersna_1	ownerstreet	ownercity	ownerstate	ownerzipco
Detroit Edison Company	Michael Blunden, Corp. Permit Coordinator	One Energy Plaza Dr.	Detroit	MI	48226
THE RIVERS OF GROSSE POINTE	JOHN TUPIN	900 COOK RD	GROSSE POINTE WOODS	MI	48236
DRSN REAL ESTATE GP LLC		31100 TELEGRAPH RD STE 250	BINGHAM FARMS	MI	48025
TIBBITS CAROLE		11 N RIVER CT	GROSSE POINTE WOODS	MI	48236
MOURAD FLORENCE		12 N RIVER CT	GROSSE POINTE WOODS	MI	48236
MAXON JOANNE		13 N RIVER CT	GROSSE POINTE WOODS	MI	48236
RIZZO PAUL		14 N RIVER CT	GROSSE POINTE WOODS	MI	48236
PAHL-ZINN MARY ANN		15 N RIVER CT	GROSSE POINTE WOODS	MI	48236
MCMULLEN GEORGE R JR	MCMULLEN JAN	16 N RIVER CT	GROSSE POINTE WOODS	MI	48236
MAGER JOANNE M (LIVING TRUST)		17 N RIVER CT	GROSSE POINTE WOODS	MI	48236
SACKA TIMOTHY	SACKA NORMA	18 N RIVER CT	GROSSE POINTE WOODS	MI	48236
SPEER MARTHA J (TRUST)		19 N RIVER CT	GROSSE POINTE WOODS	MI	48236
KORDAS JOANNE K		20 N RIVER CT	GROSSE POINTE WOODS	MI	48236
DUNDON RITA M		1 S RIVER CT	GROSSE POINTE WOODS	MI	48236
VICK BRUCE R	VICK NANCY E	2 S RIVER CT	GROSSE POINTE WOODS	MI	48236
MOMEYER JOHN S		3 S RIVER CT	GROSSE POINTE WOODS	MI	48236
PAOLUCCI BENJAMIN J	PAOLUCCI JEANN	4 S RIVER CT	GROSSE POINTE WOODS	MI	48236
REARDON MICHAEL P		5 S RIVER CT	GROSSE POINTE WOODS	MI	48236
SHERIDAN MARY SUE		6 S RIVER CT	GROSSE POINTE WOODS	MI	48236
OLSON LANCE K	OLSON JUDITH D	7 S RIVER CT	GROSSE POINTE WOODS	MI	48236
STEINBERG SANDRA		8 S RIVER CT	GROSSE POINTE WOODS	MI	48236
PEREZ-BORJA CARLOS		9 S RIVER CT	GROSSE POINTE WOODS	MI	48236
HUNTINGTON JOHN T (TRUST)		10 S RIVER CT	GROSSE POINTE WOODS	MI	48236
MESTDAGH WILLIAM		21 RIVER LN	GROSSE POINTE WOODS	MI	48236
MOLITOR ARTHUR H		22 RIVER LN	GROSSE POINTE WOODS	MI	48236
KAY JANICE		23 RIVER LN	GROSSE POINTE WOODS	MI	48236
GARDELLA PATRICIA J (TRUST)		24 RIVER LN	GROSSE POINTE WOODS	MI	48236
MATTA MARY A		25 RIVER LN	GROSSE POINTE WOODS	MI	48236
LITTLE MYRA J		26 RIVER LN	GROSSE POINTE WOODS	MI	48236
JOHNSON DAVID M	JOHNSON MARY K	27 RIVER LN	GROSSE POINTE WOODS	MI	48236
CLANCY JAMES P		28 RIVER LN	GROSSE POINTE WOODS	MI	48236
EGNATIOS ROZANNE L		29 RIVER LN	GROSSE POINTE WOODS	MI	48236
FOWLER DONALD		30 RIVER LN	GROSSE POINTE WOODS	MI	48236
BINGHAM JOHN		32 RIVER LN	GROSSE POINTE WOODS	MI	48236
STEIGER HERBERT		34 RIVER LN	GROSSE POINTE WOODS	MI	48236
URBANCIC JOAN (TRUST)		36 RIVER LN	GROSSE POINTE WOODS	MI	48236
HENCHEL HARRIET P (LIFE ESTATE)		38 RIVER LN	GROSSE POINTE WOODS	MI	48236
ROMANO FRANK A	ROMANO CAROL L	40 RIVER LN	GROSSE POINTE WOODS	MI	48236
SINGELYN THOMAS E (DDS)		42 RIVER LN	GROSSE POINTE WOODS	MI	48236
KAZIN PETER	KAZIN PAMELA	44 RIVER LN	GROSSE POINTE WOODS	MI	48236
WARREN ARNETTA E (TRUST)		46 RIVER LN	GROSSE POINTE WOODS	MI	48236
MUELLER LOUIS	MUELLER JANET	48 RIVER LN	GROSSE POINTE WOODS	MI	48236
DAVIS DOROTHY J (REV LIV TRUST)		50 RIVER LN	GROSSE POINTE WOODS	MI	48236
DISANTO CAROL		418 BARCLAY ROAD	GROSSE POINTE FARMS	MI	48236
CONWAY JAMES	CONWAY GAYLE	419 BARCLAY ROAD	GROSSE POINTE FARMS	MI	48236
TROMBLY MARY LOU		420 BARCLAY ROAD	GROSSE POINTE FARMS	MI	48236
VENETTIS JAMES		421 BARCLAY ROAD	GROSSE POINTE FARMS	MI	48236
ZAREMBA SYMA	ZAREMBA ANDREW	423 BARCLAY ROAD	GROSSE POINTE FARMS	MI	48236
RUTLEDGE ALVIN	RUTLEDGE CATHERINE	424 BARCLAY ROAD	GROSSE POINTE FARMS	MI	48236

1045 Cook Rd. - 300' Radius

ownersname	ownersna_1	ownerstreet	ownercity	ownerstate	ownerzipco
JAY ANTHONY	JAY NANCY	487 CHALFONTE AVE	GROSSE POINTE FARMS	MI	48236
THOMPSON JANET M		489 CHALFONTE AVE	GROSSE POINTE FARMS	MI	48236
BRUNO JOYCE		493 CHALFONTE AVE	GROSSE POINTE FARMS	MI	48236
KERR JOEL		495 CHALFONTE AVE	GROSSE POINTE FARMS	MI	48236
ROSSELLO THOMAS	ROSSELLO KAREN	499 CHALFONTE AVE	GROSSE POINTE FARMS	MI	48236
LEONARD FREDERICK	LEONARD LINDA	354 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
HAMPTON STEPHANIE		360 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
FRUEHAUF HARRY		364 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
SWANSON TIMOTHY	SWANSON VIDA	372 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
MESTDAGH JAMES	MESTDAGH KRISTINE	380 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
BEARDSLEE LINDSEY	BEARDSLEE WILLIAM	382 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
BACKER JR JOSEPH	BACKER MARCIA	386 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
FRUEHAUF KENNETH	FRUEHAUF JENNIFER	388 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
BOWEN III DANIEL	FRENCH KAREN	390 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
OCCUPANT		396 PROVENCAL RD	GROSSE POINTE FARMS	MI	48236
INGLE III JOHN W	INGLE TARA	2000 BRUSH ST STE 440	DETROIT	MI	48226



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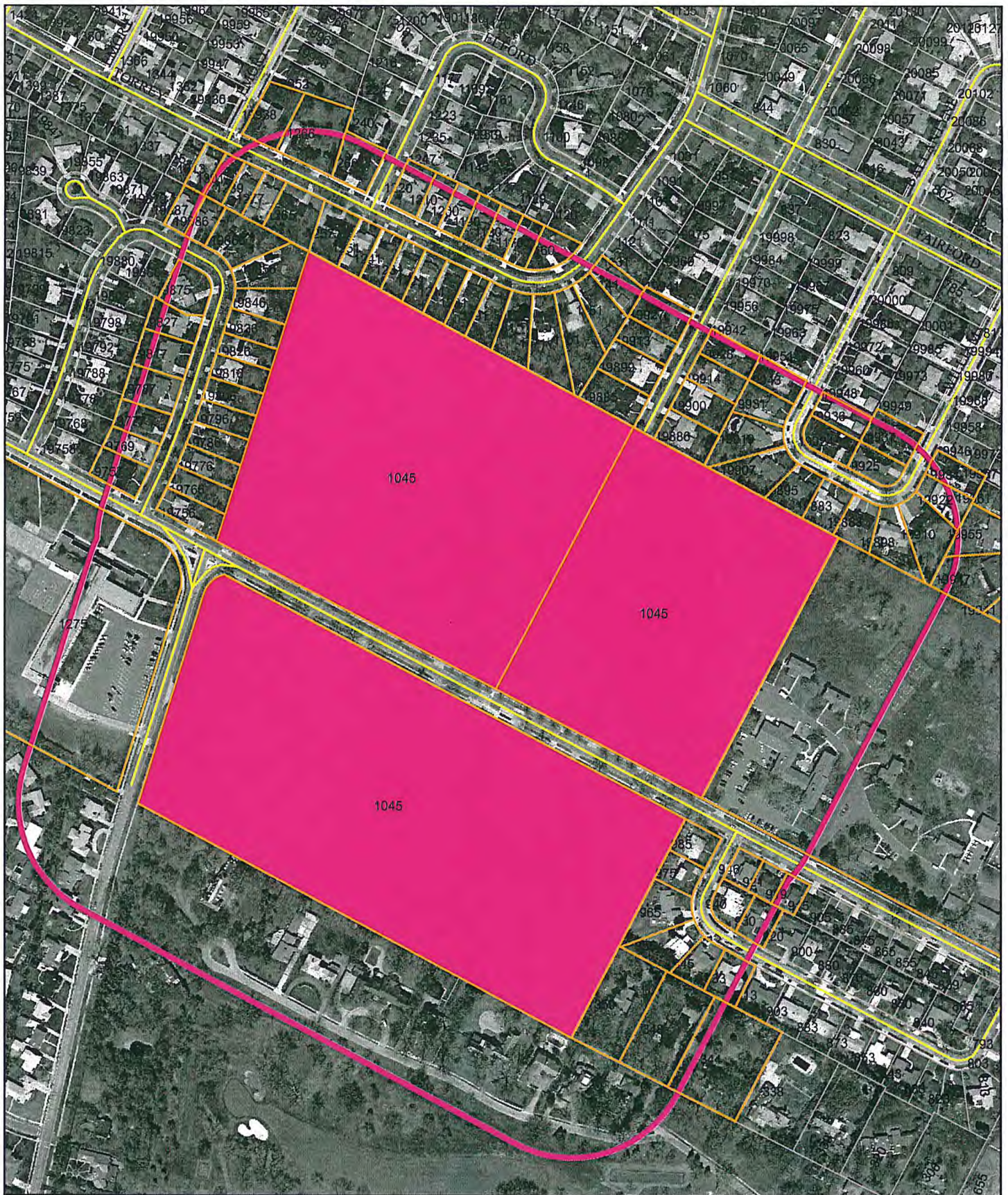


INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 1045 Cook Road

Date: 08/22/2017





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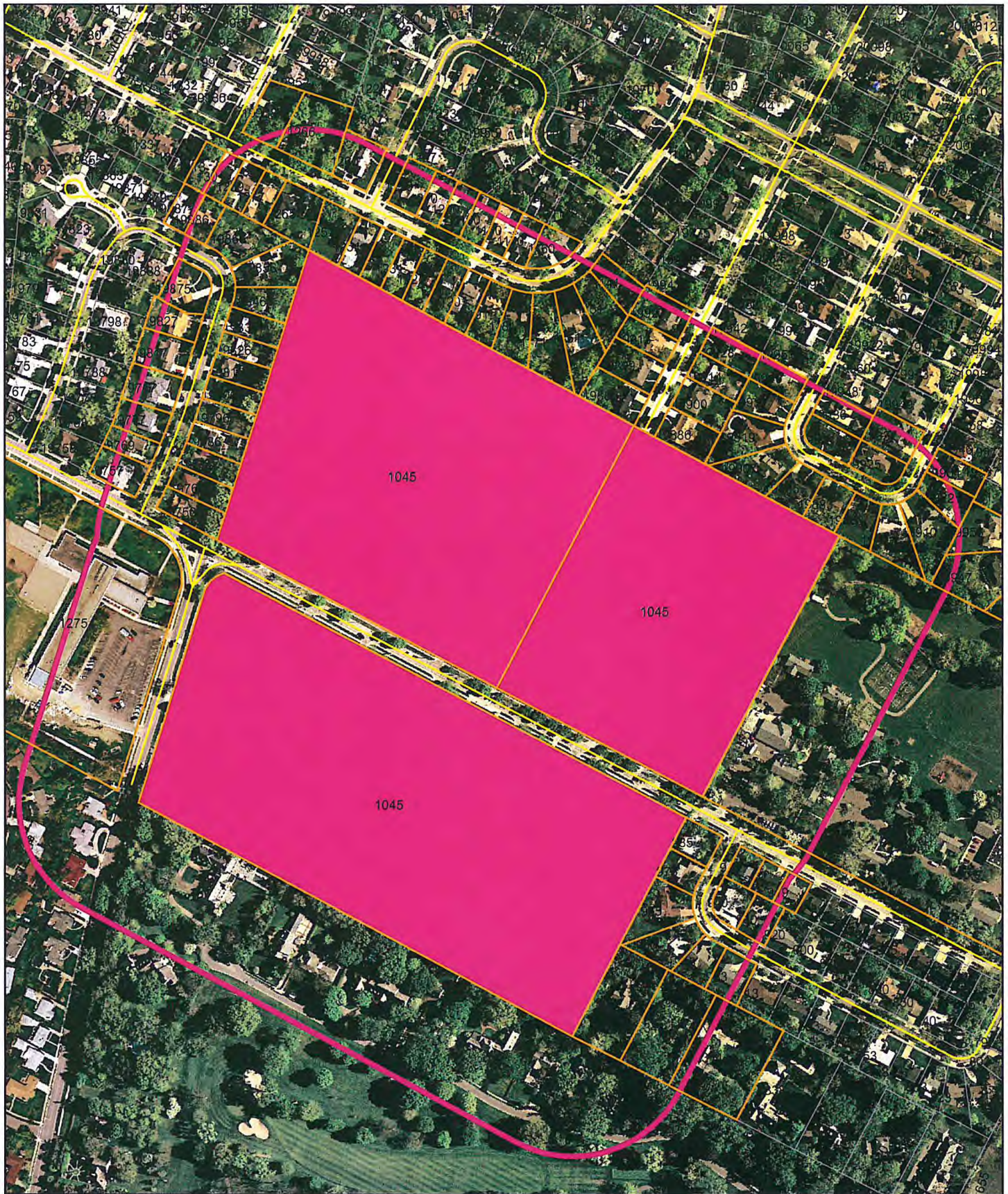


INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 1045 Cook Road

Date: 08/22/2017





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INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 1045 Cook Road

Date: 08/22/2017



7B

JOHN J. FANNON IV

777 Anita Ave.
GPW, MI 48236

September 21, 2017

GPW City Counsel Board of Appeal
20025 Mack Plaza
GPW, MI 48236

RE: Article IX - Fences Section 8-284

Dear Board of Appeal,

My name is John J. Fannon IV , I reside at 777 Anita Ave. and have done so for the past 16 years. I have recently requested a permit from the building department to remove and replace an existing six foot high fence that runs across the south boundary of my property adjacent to the parking lot of The First English Evangelical Lutheran Church, and was denied. I would like The Board of Appeal to reconsider the denial of the permit after reviewing the following information.

The First English Church parking lot borders my property on the entire south side of the lot. The Church, as you can imagine, is a very busy place during the weekend for Mass services. It is also quite busy during the week, as they have built a community center which host many events throughout the week. The parking lot does not have any security or barriers in place, and as a result is used by many children as a place to ride bikes, skateboard, play ball ect. The above mentioned alone are not grounds for asking for a variance to the new fence code now in place, but my property has a 36' L x 18' W x 10' D in ground swimming pool.

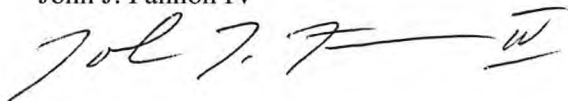
Over the past sixteen years, I have gone to great lengths to make my yard as safe as possible to prevent any tragic incidents. Installing electric gate at driveway, motion sensing lights throughout the pool area, motion sensing alarm in pool. All of these are very useful tools but placing a four-foot fence across the back of my property is not enough of a deterrent to inquisitive minds.

I would like the Board to review ARTICLE IX - FENCES Sec. 8-284 special circumstances. I believe this situation would fall under (The general health, safety, and general welfare of the neighborhood). Senior Pastor Sean Motley of First English Church and I have spoken and he is in full agreement of a six foot fence to ensure the safety of all.

Thank you for your consideration on this matter.

Sincerely,

John J. Fannon IV





FENCE PERMIT FEE (includes 1 open post hole/s inspection) - \$50
REINSPECTION FEE - \$50

CITY OF GROSSE POINTE WOODS
Building Department
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
313.343.2426 / building@gpwmi.us

RECEIVED

SEP 19 2017

CITY OF GROSSE PTE. WOODS
BUILDING DEPT

Application For Fence
(Zoning Compliance Permit)
In Compliance With Article IX – Fences (Recent Ord Chg #871 eff 1/8/17)

PROVIDE: 1) Mortgage survey/site plan with highlighted area where fence is to be placed;
and, 2) Brochure/picture of proposed fence to be installed.

Fence Placement Address: 777 ANITA AVE.
Owner's Name: JOHN J. FANNON Owner's Address: 777 ANITA AVE.
Owner's Phone #: 810 2783005 Owner's e-mail: FANNONCO@AOL.COM

Contractor: TOM'S FENCE CO. Phone: 586-774-2045
Address: 22901 STADIUM DR. ST. CLAIR e-mail: _____
SHORES

Height of Fence: 6' Length of Fence: 60'
Style of Fence: CEDAR BOARD ON BOARD
Material of Fence: X Wood _____ Metal _____ Vinyl _____
Location of Fence SOUTH END OF PROPERTY

By affixing my signature hereto, I certify that I am the owner or acting as the owner's agent, and I understand the regulations pertaining to the erection of a fence as described in Ordinance Sections #8-274 thru 8-284. The City of Grosse Pointe Woods does not guarantee the accuracy of the property lines as described herein, the accurate location of all property lines is the responsibility of the owner or owner agent.

John J. Fannon 9/19/17
Signature of Owner or Agent Date

Office Use Only	
Approved <u>[Signature]</u>	Denied <u>BT</u>
Building Inspector's Signature	Date <u>9/20/17</u>

01-08-17

6' REAR yard fence not allowed
8-281

Tom's Fence Company

From the web

www.tomsfenceco.com

[Visit page](#)

[View original image](#)

Straight Top Cedar Bo
3.5" spacings or 1.5" s

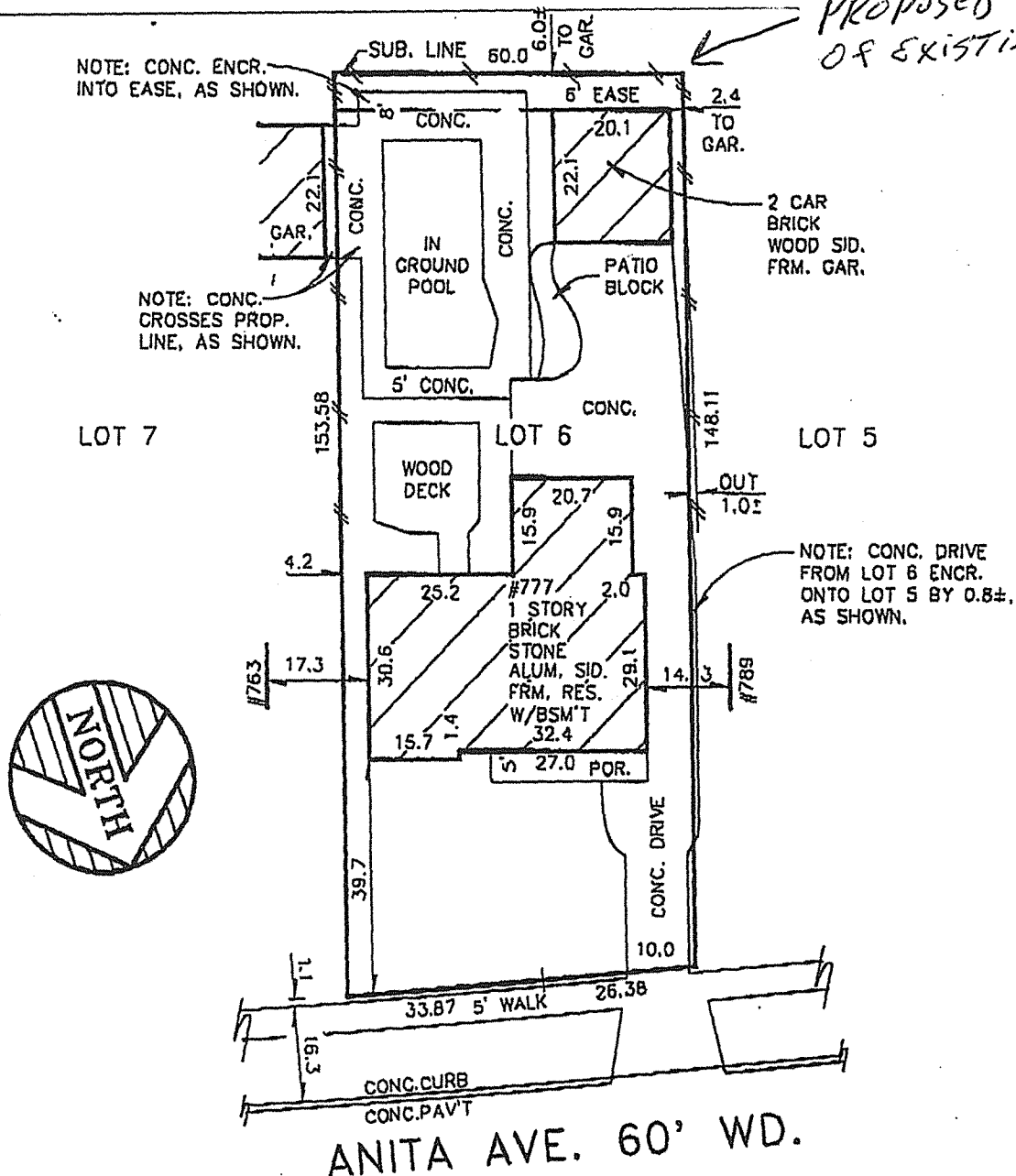


Images may be subject to copyright. [Terms](#) [Privacy](#)

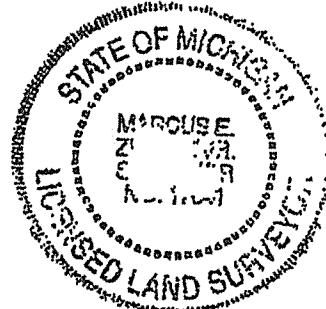
Lot 6; ANITA AVE. SUB., being part of P.C. 249, City of Grosse Pointe Woods. Wayne County, Michigan, as recorded in Liber 77 of Plats, Page 89 of Wayne County Records.

PARKING LOT
FIRST ENGLISH LUTHERAN CHURCH

PROPOSED REPLACEMENT OF EXISTING FENCE



CERTIFICATE: We hereby certify that we have surveyed the above-described property in accordance with the description furnished for the purpose of a mortgage loan to be made by the forementioned applicants, mortgagor, and that the buildings located thereon do not encroach on the adjoining property, nor do the buildings on the adjoining property encroach upon the property heretofore described, except as shown. This survey is not to be used for the purpose of establishing property lines, nor for construction purposes, no stakes having been set at any of the boundary corners.



REVISID: 07/22/02 APPLICANT

JOB NO: 02-22241 SCALE: 1"=30'
DATE: 07/19/02 DR BY: FS

KEM-TEC
LAND SURVEYORS


**22556 Grallor Avenue
Eastpointe, MI 48021-2312
(586) 772-2222
FAX: (586) 772-4048**



KEM-TEC WEST
LAND SURVEYORS

800 E. STADIUM
Ann Arbor, MI 48104-1412
(734) 994-0888 • (800) 433-6133
FAX: (734) 994-0887

CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT
MEMORANDUM

DATE: September 5, 2017
TO: Mayor & City Council
FROM: Gene Tutag, Building Official 
SUBJECT: 777 Anita, Fence Variance

The applicant is requesting a variance of Section 8-281 of the city's fence ordinance which limits the height of rear yard fences of interior lots to a maximum height of 4 feet above grade. The proposed 60 feet of shadowbox fence as shown on the application and site plan is 6 feet high across the south or rear of the property.

An existing 6 foot high shadow box fence was previously installed along the rear of this property as indicated in the attached site plan.

The applicant's property is a well maintained home on an interior lot on the south side of Anita.


This exception to the fence code requires a public hearing and approval from the City Council. The City Council may consider any or all of the following, along with other information when deciding a variance:

- (a) Balancing the relative hardships between the property owner and adjacent property owners.
- (b) Whether special circumstances or conditions exist.
- (c) Whether pedestrian or vehicle traffic will be affected.
- (d) The general health, safety and welfare of the neighborhood.

The applicant has provided correspondence outlining the reasons for the variance dated September 21, 2017. The applicant states that they have an in-ground pool and are concerned that a 4 foot tall fence will not provide enough of a deterrent to keep children out of the yard as the property backs up to the parking lot of the First English Church that is frequented.

After review of the application and inspection of the property, it is recommended that a variance of Section 8-281 be granted allowing for the installation of the proposed 6 foot tall shadowbox fence as indicated on the attached sketch. The in-ground swimming pool and the fact that the applicant's property is adjoining the church parking lot, there does appear to be special circumstances relative to the general health, safety and welfare that exist which would justify the grant of this variance.

APPROVED BY:


BRUCE SMITH
City Administrator

10/9/17
DATE










MEMO 17 - 42

TO: Stephen Gerhart, Deputy City Clerk

FROM: Frank Schulte, Director of Public Services 

DATE: October 4, 2017

SUBJECT: Variance – Fence at 777 Anita

I have reviewed the application from resident John Fannon requesting a fence variance at 777 Anita. Granting the fence variance will have no impact on the Department of Public Works or utilities.

Please contact me if you have any questions.

cc Gene Tutag
O/F

dm

AFFIDAVIT OF PROPERTY OWNERS NOTIFIED

Re: 777 Anita Ave.
John J. Fannon IV.

State of Michigan)
) ss.
County of Wayne)

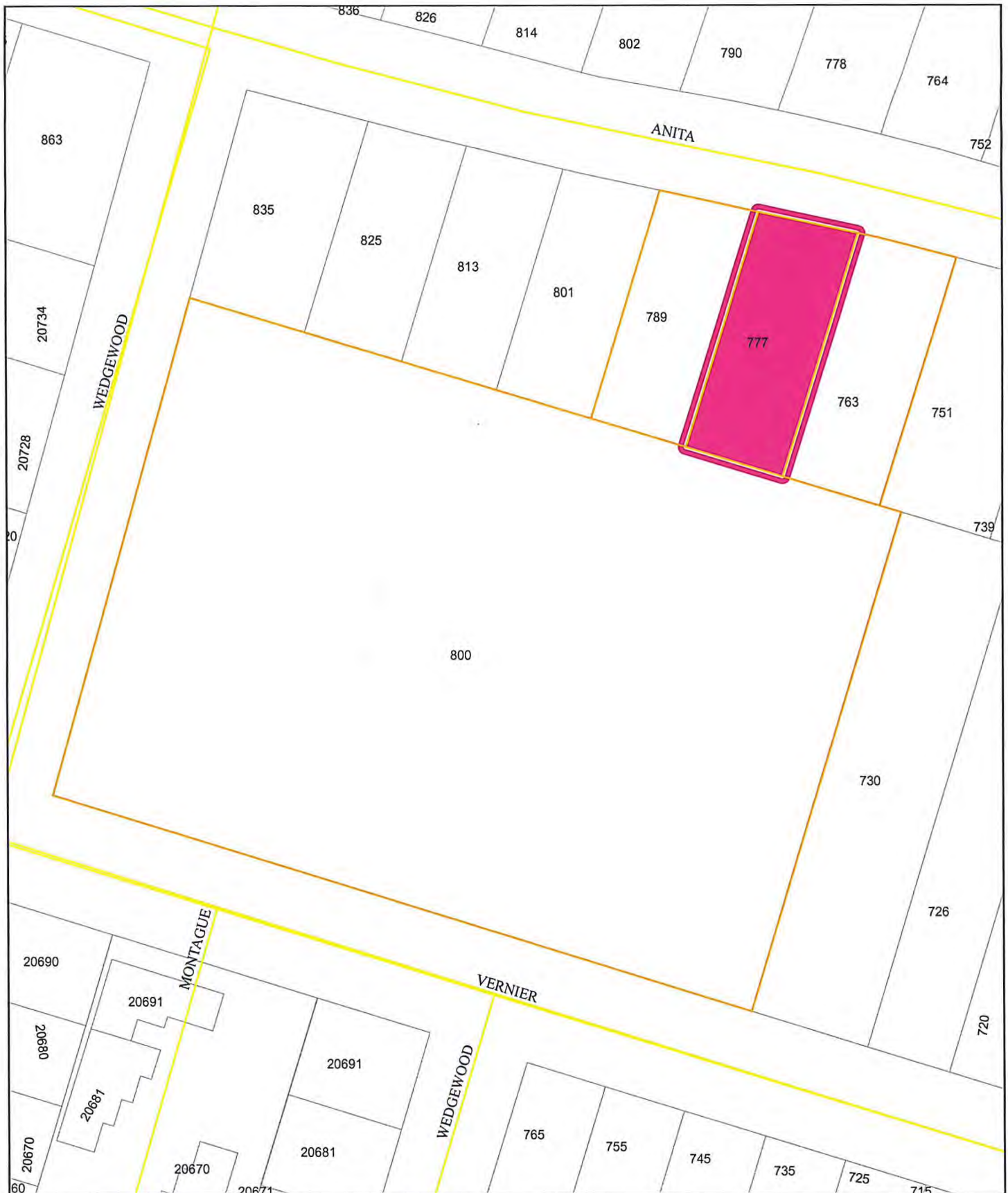
I HEREBY CERTIFY that the notice of Hearing was duly mailed First Class Mail on 10-04-17 to the following property owners within a 3 foot radius of the above property in accordance with the provisions of the 2007 City Code of Grosse Pointe Woods. A Hearing fee of \$75.00 has been received with receipt # 276478.

Lisa Kay Hathaway, CMMC/MMC
City Clerk

See attached document for complete list.

777 Anita - 3' Radius

ownersname	ownersna_1	ownerstree	ownercity	ownerstate	ownerzipco
RAPI, DHIMITRY		789 ANITA AVE	GROSSE POINTE WOODS	MI	48236
FANNON JOHN		777 ANITA AVE	GROSSE POINTE WOODS	MI	48236
CUETER, PETER		763 ANITA AVE	GROSSE POINTE WOODS	MI	48236
FIRST ENGLISH EVANG LUTHERAN CHURCH		800 VERNIER RD	GROSSE POINTE WOODS	MI	48236



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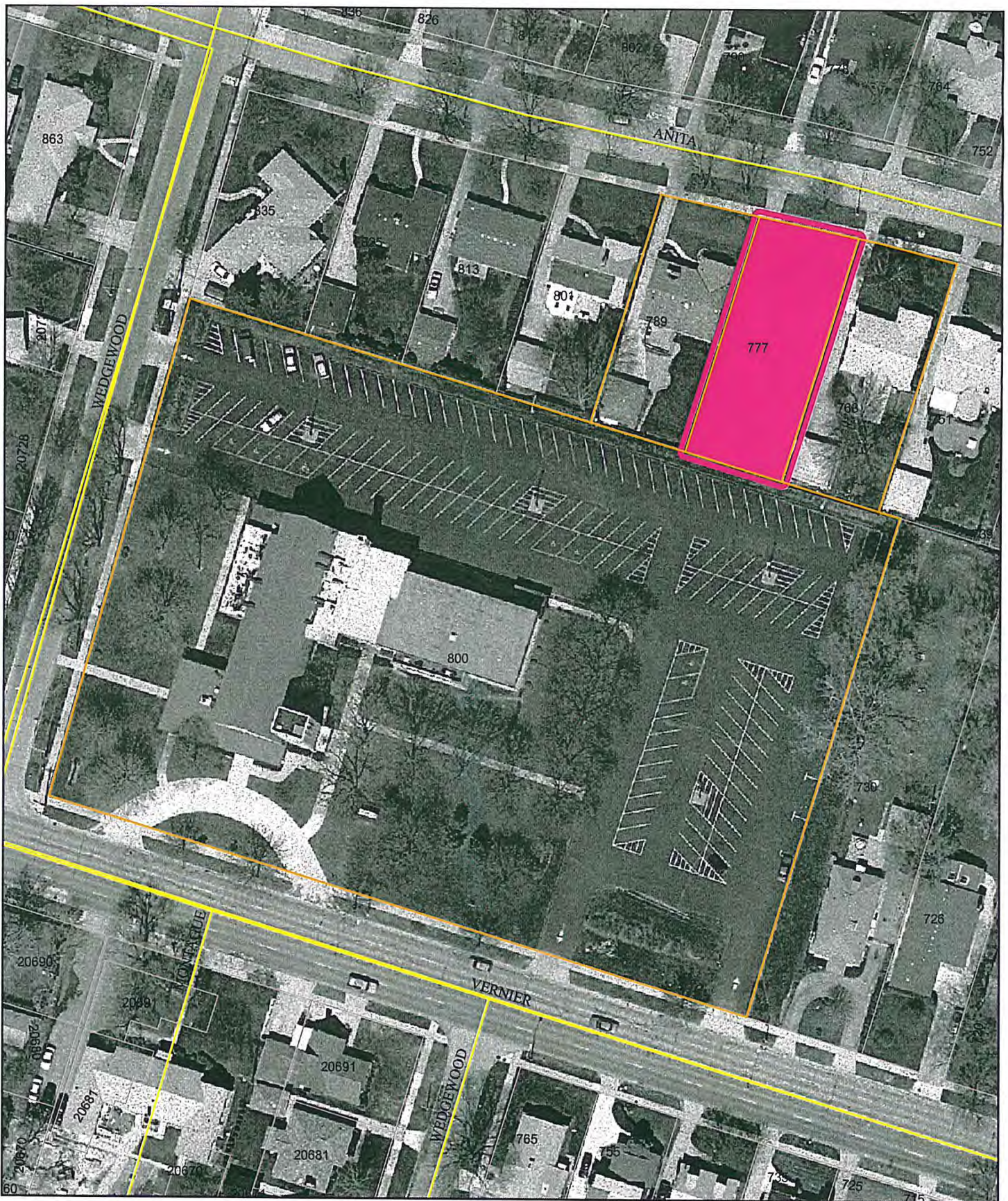


INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 777 Anita

Date: 10/04/2017





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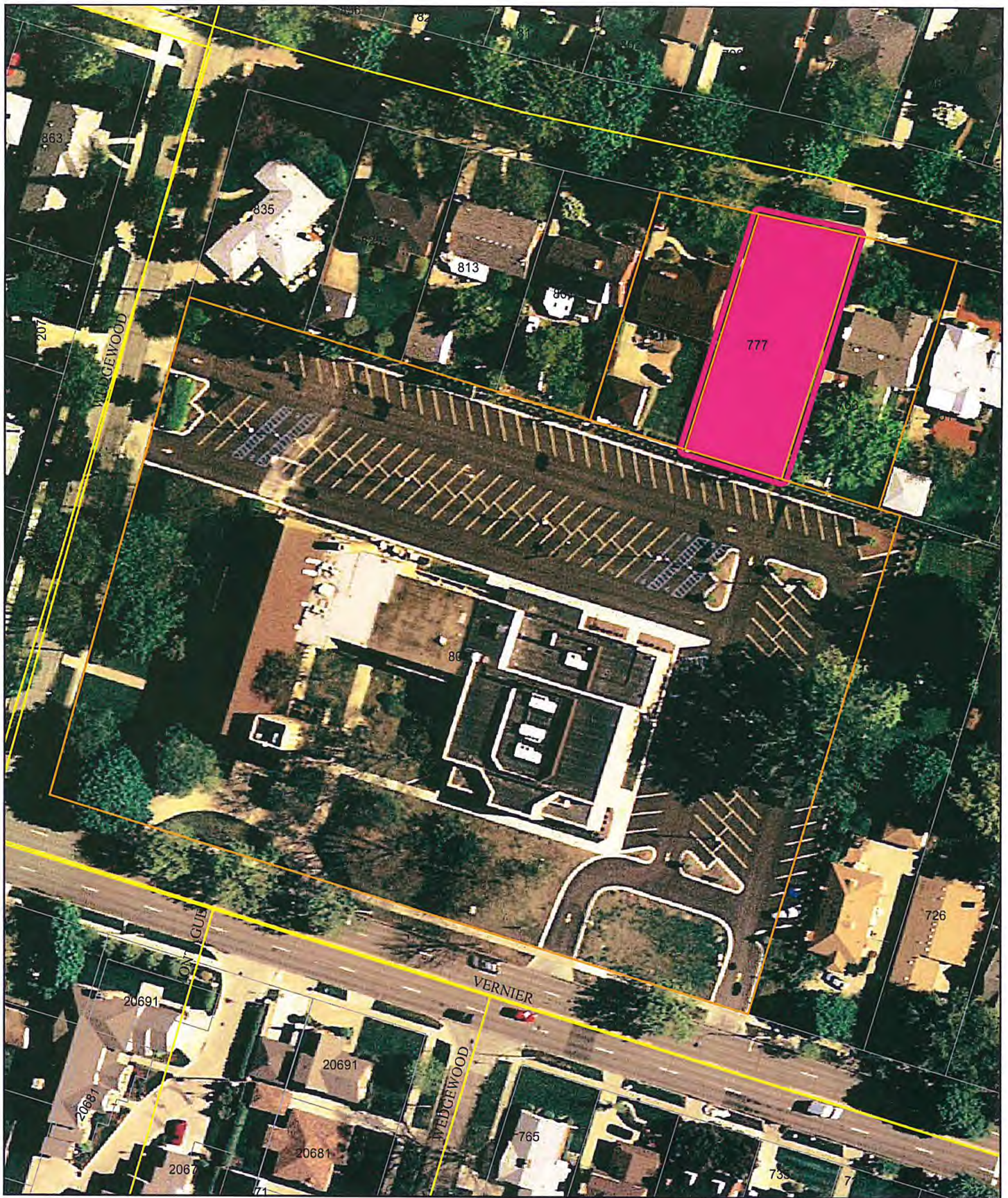


INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 777 Anita

Date: 10/04/2017





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INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 777 Anita

Date: 10/04/2017



PLANNING COMMISSION EXCERPT

09-26-17

The next item on the agenda was **Review of Three New Sign Applications: Med Post Urgent Care, 20599 Mack Ave.** Building Official Tutag provided an overview of the application, noting that the ordinance limits the message units on a property to 10 units, only allows two signs per building, and also limits the size to 12 square feet; therefore, the request was denied. Mary Ellen Madary from Northern Sign Company, on behalf of Med Post Urgent Care, was present to answer questions.

Motion by Hamborsky, seconded by Profeta, regarding Sign Applications: Med Post Urgent Care, 20599 Mack Avenue, that the Planning Commission recommend to the City Council that the requested sign variance be approved with the following conditions:

1. Any holes or shadows from removal of the existing sign should be repaired;
2. The signs are completed within 6 months of City Council approval.

MOTION CARRIED by the following vote:

YES: Fuller, Hamborsky, Profeta, Stapleton, Vaughn, Vitale

NO: None

ABSENT: Gilezan, Reiter, Rozycki

Motion by Hamborsky, seconded by Stapleton, that the Planning Commission immediately certify the previous motion.

MOTION CARRIED by the following vote:

YES: Fuller, Hamborsky, Profeta, Stapleton, Vaughn, Vitale

NO: None

ABSENT: Gilezan, Reiter, Rozycki

The Building Official provided an overview regarding **Sign Variance: Med Post Urgent Care, 20599 Mack Avenue.**

Motion by Ketels, seconded by Shetler, regarding Sign Variance: Med Post Urgent Care, 20599 Mack Avenue, that the City Council concur with the Planning Commission at their meeting on February 23, 2016, and grant sign variances as requested by Med Post Urgent Care, 20599 Mack Avenue, for the following reasons:

1. The signs and variances are necessary to provide a reasonable scale to the signs based upon the size and scope of the overall development that is unique as it encompasses an entire city block on Mack Avenue;
2. Four trees in the right of way along Mack Avenue will partially obstruct the wall signs during the summer months;
3. Similar variances have been granted to CVS and Kroger on Mack Avenue under comparable circumstances; and
4. The signs, and this development, are in the best interest of the City.

The following individuals spoke in favor of this request:

John Dickerson, Real Estate & Developer
MedPost Urgent Care
8333 Douglas
Dallas, TX

Chris Lee
Director, Real Estate & Development
Tenet Healthcare / MedPost Urgent Care
1445 Ross Ave, Suite 1400
Dallas, TX 75202

Motion carried by the following vote:

Yes:	Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No:	None
Absent:	None

"A"

**GROSSE POINTE WOODS
SIGN PERMIT APPLICATION**

RECEIVED
JUN 15 2017
OFFICE OF GROSSE POINTE WOODS
BUILDING DEPT.

Per Chapter #32 of the GP Woods Sign Ordinance, provide two copies of actual color renditions (include photo of building w/sign imposed) to the Building Department. Show lettering font/s, cross cuts, sign and lettering dimensions, amperage being used, total square footage of sign, location of sign relative to the building it is being displayed on, trademark/logo information, and distance the sign will be from the building are required with this application. *NOTE: Property Owner's approval signature is required.

GPW Business Information:

CONTACT PERSON: Stephen Marley

PHONE: (469) 893-2049

E-MAIL: Stephen.Marley@carespot.com

BUSINESS NAME: Medpost Urgent Care

FAX: (469) 893-3049

BUSINESS ADDRESS: 20599 Mack Ave. Grosse Pointe Woods, MI 48236

***PROPERTY OWNER'S APPROVAL:**

GP GROSE POINTE LTD

Property Owner NAME (please print)



Property Owner SIGNATURE

Sign Company Information:

NAME/CONTACT: Northern Sign Co.

PHONE: 248-333-7938

CONTACT NAME: Mary Ellen

E-MAIL: maryellen@northernsign.com

FAX: 248-333-7624

ADDRESS: 101 E. Walton Pontiac 48340

LICENSE #: 5306230

Sign Description:

TYPE: Channel Letters (Sign A)

BUILDING WIDTH: 58' 9" SIGN DIMENSIONS: 24' 10" x 1' 11" x 5"

Length x Height x Thickness (cannot exceed 8" w/transformer)

MATERIAL IN FACE OF SIGN: Aerobic face with vinyl overlay

COLOR COMBINATIONS: Red and White

SINGLE FACE ☒ DOUBLE FACE ☐ FONT STYLE: Company Logo

ILLUMINATION: INTERIOR ☐ EXTERIOR ☒

NUMBER OF MESSAGE UNITS: 17 FONT HEIGHT: 1' 11"

Applicant's Name & Signature: Richard Tillman

Received by: _____ Date: _____

APPROVED BY: _____ Date: _____

Building Official (313-343-2426)

Variance Application Fee - \$150 ~ Please see Section #32-32 Appeals

Spoke w Mary Ellen 6/26/17 re variance
Request signs exceed 100sf They may

sign co. will get back
to us.

" B "

**GROSSE POINTE WOODS
SIGN PERMIT APPLICATION**

RECEIVED
JUN 15 2017
CITY OF GROSSE POINTE WOODS
BUILDING DEPT

Per Chapter #32 of the GP Woods Sign Ordinance, provide two copies of actual color renditions (including photo of building w/sign imposed) to the Building Department. Show lettering font/s, cross cuts, sign and lettering dimensions, amperage being used, total square footage of sign, location of sign relative to the building it is being displayed on, trademark/logo information, and distance the sign will be from the building are required with this application. *NOTE: Property Owner's approval signature is required.

GPW Business Information:

CONTACT PERSON: Stephen Marley

PHONE: (469) 893-2049

E-MAIL: Stephen.Marley@carespot.com

BUSINESS NAME: Medpost Urgent Care

FAX: (469) 893-3049

BUSINESS ADDRESS: 20599 Mack Ave. Grosse Pointe Woods, MI 48236

***PROPERTY OWNER'S APPROVAL:**

GP GROUPE POINTE LTD
Property Owner NAME (please print)

[Signature]
Property Owner SIGNATURE

Sign Company Information:

NAME/CONTACT: Northern Sign

PHONE: 248-333-7938

CONTACT NAME: Mary Ellen

E-MAIL: maryellen@northernsign.com

ADDRESS: 101 E. Walton Pontiac 48340

FAX: 248-333-7684

Sign Description:

TYPE: Channel Letters (Sign B)

BUILDING WIDTH: 80' 3" SIGN DIMENSIONS: 24' 10" x 1' 11" x 5"

Length x Height x Thickness (cannot exceed 8" w/transformer)

MATERIAL IN FACE OF SIGN: Acrylic face with vinyl overlay

COLOR COMBINATIONS: Red and White

SINGLE FACE [☒] DOUBLE FACE [☐] FONT STYLE: Company Logo

ILLUMINATION: INTERIOR [☐] EXTERIOR [☒]

NUMBER OF MESSAGE UNITS: 17 FONT HEIGHT: 1' 11"

Applicant's Name & Signature: [Signature]

Received by: _____ Date: _____

APPROVED BY: _____ Date: _____

Building Official (313-343-2426)

Variance Application Fee - \$150 ~ Please see Section #32-32 Appeals

**GROSSE POINTE WOODS
SIGN PERMIT APPLICATION**

RECEIVED
JUN 15 2007

Per Chapter #32 of the GP Woods Sign Ordinance, provide two copies of actual color rendering (including photo of building w/sign imposed) to the Building Department. Show lettering font/s, cross cutting sign and lettering dimensions, amperage being used, total square footage of sign, location of sign relative to building it is being displayed on, trademark/logo information, and distance the sign will be from the building are required with this application. *NOTE: Property Owner's approval signature is required.

GPW Business Information:

CONTACT PERSON: Stephen Marley

PHONE: (469) 893-2049

E-MAIL: Stephen.Marley@carespot.com

BUSINESS NAME: Medpost Urgent Care

FAX: (469) 893-3049

BUSINESS ADDRESS: 20599 Mack Ave. Grosse Pointe Woods, MI 48236

***PROPERTY OWNER'S APPROVAL:**

M/P GROUPE POINTE, LTD
Property Owner NAME (please print)

[Signature]
Property Owner SIGNATURE

Sign Company Information:

NAME/CONTACT: Northern Sign

PHONE: 248-333-7938

CONTACT NAME: Mary Ellen

E-MAIL: maryellen@northernsign.com

ADDRESS: 101 E. Walton Pontiac 48340

FAX: 248-333-7684

LICENSE #: 5306230

Sign Description:

TYPE: Freestanding Monument (Sign C)

BUILDING WIDTH: N/A SIGN DIMENSIONS: 8' x 3' 10 1/2" x 1' 2"

Length x Height x Thickness (cannot exceed 8" w/transformer)

MATERIAL IN FACE OF SIGN: Aluminum Cabinet

COLOR COMBINATIONS: Red, White, Purple, Blue, Yellow, and Green

SINGLE FACE [] DOUBLE FACE [x] FONT STYLE: Company Logo

ILLUMINATION: INTERIOR [] EXTERIOR [X]

NUMBER OF MESSAGE UNITS: 22 FONT HEIGHT: 12-13"

Applicant's Name & Signature: [Signature]

Received by: _____

Date: _____

APPROVED BY: _____

Date: _____

Building Official (313-343-2426)

Variance Application Fee - \$150 ~ Please see Section #32-32 Appeals

August 31, 2017

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: MedPost Sign Variance Request
20599 Mack Road

To Whom It May Concern:

MedPost has partnered with DMC (Detroit Medical Center) and in doing so need to change their current signs at their location on Mack Road. Per the Building Official, all the signs that are currently there have a variance for them and if the signs are replaced and don't adhere to the code a new variance will be required. MedPost will like to keep the size of the signs that are there now so we are requesting a variance to do so.

Ordinance Sections that we are requesting relief from:

Section 32-13(d) - Wall signs upon building fronts containing 41 feet to 60 feet of frontage shall not exceed three feet in height or a maximum of 42 square feet in size

The existing sign on East side of the building (building front) is 67sf and we are proposing 63.73sf. The larger sign is more esthetically pleasing than a smaller permitted sign due to the building façade design. The new proposed sign is 2-1/2" taller than what is permitted which was necessary to keep the sign symmetric on the building façade due to the partnership sign being proposed.

Section 32-13(f) - Wall signs upon the sides of buildings shall not exceed three feet in height or 12 square feet in size

The existing sign on North side of the building (building side) is 65.3sf and we are proposing 63.73sf. The larger sign is more esthetically pleasing than a smaller permitted sign due to the building façade design. The new proposed sign is 2-1/2" taller than what is permitted which was necessary to keep the sign symmetric on the building façade due to the partnership sign being proposed.

Section 32-17(a) - A building shall be limited to a maximum of two signs from the following classifications: (1) Wall sign, (2) Ground and pole sign, (3) Pylon sign.

Due to the trees blocking the sign on the front façade we are requesting a 3rd sign in addition to the monument and the front façade sign. This sign is necessary to ensure that vehicles see signage in time to pull into the driveway. There is currently a 3rd sign on the property and it has had no ill effect on the community. Also we are not making the sign any larger than the existing sign that was approved previously.

The new proposed signs are the same size or less than what is currently there. The variance will have no ill effect on the community as the existing signs do not.

Since the location of this site is not convenient for a representative from MedPost to attend the hearing we would like Northern Sign to apply for and represent us at the variance hearing.

If you should have any questions or need additional clarification for the variance request please contact me at 484-869-5234 or email laurel.monahan@egansign.com.

Thank you for your time.

Sincerely,
Egan Sign (Agent for MedPost)
Laurel Monaha

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

September 27, 2017

The Honorable Mayor and City Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE. MedPost Sign Variances/Agenda Item October 16, 2017

Dear Honorable Mayor and Council:

Mr. Tutag's Memo dated September 12, 2017 summarizes this agenda item. Under Sec. 32-32, the City Council may grant an appeal and allow an exception to the ordinance upon a finding that the exception is in the best interest of the City and not against the spirit and intent of this chapter.

In accordance with the ordinance, the Planning Commission reviewed this on September 26, 2017 and recommended approval with two conditions added by Mr. Tutag at the Planning Commission meeting; (1) that any holes or shadows from removal of the existing signs be repaired and (2) six months to complete.

Administration is recommending approval of these variances to the sign ordinance based on the reasons set forth in Mr. Tutag's September 12 2017 Memo. If you have any questions please call.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr

cc: Bruce J. Smith
Gene Tutag
Stephen Gerhart

CITY OF GROSSE POINTE WOODS

Building Inspector

MEMORANDUM

DATE: September 12, 2017
TO: Planning Commission
FROM: Gene Tutag, Building Inspector
SUBJECT: 20599 Mack Ave. - MedPost Sign Variances

The applicant would like to remove three existing signs and install three new signs for the MedPost Urgent Care located at 20599 Mack Avenue. The reason for the change is that MedPost has partnered with DMC (Detroit Medical Center).

The applications for the signs have been reviewed for compliance with Chapter 32 of the Grosse Pointe Woods City Code. The proposed signs do not comply with the code as follows:

1. Section 32-10(a)(1) Maximum number of message units. The total number of message units on a property shall not exceed 10. The proposed signs contain 21 message units.
2. Section 32-13(f) Wall Signs. Wall signs placed on the sides of buildings shall not exceed 3 feet in height or 12 square feet in size. The wall sign proposed for the east wall (sign A on plans) contains 61 square feet in area and is 46" high.
3. Section 32-13(d) Wall signs upon building fronts containing 41 feet to 60 feet of frontage shall not exceed three feet in height or a maximum of 42 square feet in size. Sign B is on the east wall with 58'9" of frontage; the proposed sign for that elevation is 63.7 square feet in area. The sign is 46 inches high
4. Section 32-17(a) Combination of signs. A building shall be limited to a maximum of two signs. Two wall signs and one ground sign are proposed at this property.

The permits have been denied. The applicant, Eagan Sign, is appealing the denial.

Section 32-32 states that the Planning Commission will first review the appeal and provide a recommendation to the City Council based upon the exception being in the best interests of the City.

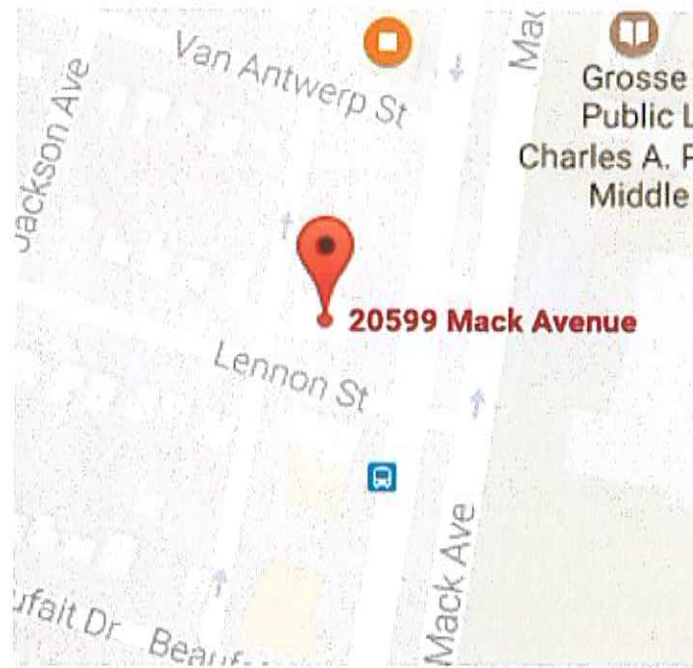
Sec. 32-32. Appeal of denial of permit.

Any party who has been refused a sign permit after review by the building official or planning commission for a proposed installation or has been notified by the city to remove an existing sign may file a claim of appeal with the city clerk. Such claim of appeal shall be accompanied by an appeal fee as currently established or as hereafter adopted by resolution of the city council from time to time or a fee structure designated by the administration and approved by the city council by resolution, payable to the general fund of the city. The city council may grant such appeal and allow an exception to the provisions of this chapter upon a finding that such an exception would be in the best interests of the city and not against the spirit and intent of this chapter. If the building official denies a sign permit, or if a variance is requested, the appeal or variance request will first be reviewed by the planning commission, which will provide a recommendation to the city council.

The property at 20599 Mack Avenue is being used as a medical clinic. The development encompasses the whole block between Lennon and Van Antwerp.

It is recommended the requested variances for signs shown on the plans (Sign A, Sign B, and the 21 message units) be granted and a recommendation be sent to City Council for the following reasons:

1. The signs and variances are necessary to provide a reasonable scale to the signs based upon the size and scope of the overall development that is unique as it encompasses an entire city block on Mack Avenue;
2. Four trees in the right of way along Mack Avenue will partially obstruct the wall signs during the summer months;
3. Similar variances have been granted to CVS and Kroger on Mack Avenue under comparable circumstances (copies attached);
4. The signs, and this development, are in the best interest of the city; and
5. The signs proposed are less in area than the existing signs that were approved with variances by the City Council on March 21, 2016.



VICINITY MAP:

CODE COMPLIANCE:

Wall Signs:

Cannot project beyond an established building line or a street property line

Cannot project above the top of the wall or beyond the ends of the wall that it is attached to

Maximum 8" thickness

Cannot be attached to a parapet wall

Wall signs placed on mansard facades are to be constructed of individual characters, on a raceway or applied directly to the façade

If building frontage is 40ft or less, then the sign can be a maximum 3ft in height or a maximum of 30sf in size

If building frontage is 41-60ft then the sign can be a maximum 3ft in height or a maximum of 42sf in size

If building frontage is 61ft or over, then the sign can be a maximum 3ft in height or a maximum of 48sf in size

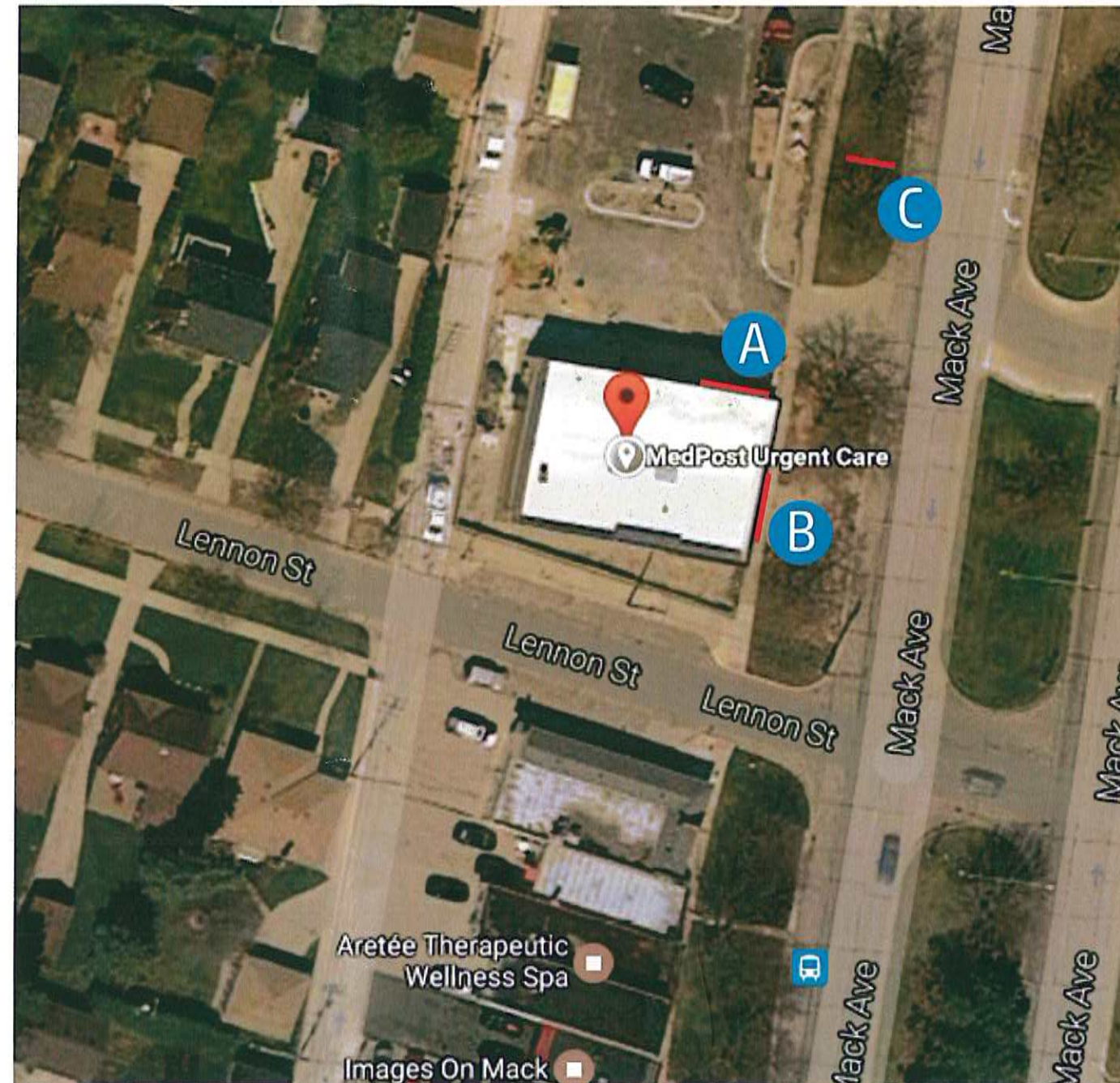
If sign is on the side of the building, then the sign can be a maximum 3ft in height or 12sf

If sign is on the rear of the building, then the sign can be a maximum of 3ft in height or 9sf

Design of Lettering and Sign Faces:

A list of approved lettering styles is on file with the building department, a maximum of 2 styles of lettering are permitted and no more than 3 sizes of lettering permitted per sign.

A maximum of 3 complimentary, muted colors or shades of colors may be used for a sign. A list of approved colors is on file with the building department. – Could become an issue



SIGN MATRIX:

SP Site & Sign Location Plan:
Scale: NTS



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Sign Management Made Simple



Client:

MedPost
1445 Ross Avenue
Suite 1400
Dallas, TX 75202

Location Address:

MedPost
20599 Mack Ave
Grosse Pointe Woods, MI 48236

Description:

Vicinity Map
Site and Sign Location Plan

Color Key:

Layout Date:

05/25/2017

Revision Date:

06/01/2017
06/06/2017
07/17/2017 - HD/AR
07/20/2017 - HD
08/31/2017 - HD/AR

File Name:

21241_Grosse Point Woods.pdf
Project Number: 21241



Existing

Existing Sign: ±30" h x ±313.15" w = 65.3 sq. ft.



Proposed
Scale: 1:95.5

Note: Sign will not project more than 8" off wall

NORTH Elevation Channel Letters - On Raceway:

A

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Sign Management Made Simple

MedPost
URGENT CARE

Client:

MedPost
1445 Ross Avenue
Suite 1400
Dallas, TX 75202

Location Address:

MedPost
20599 Mack Ave
Grosse Pointe Woods, MI 48236

Description:

Channel Letter - on Raceway
(63.73 sq.ft.)

QTY: 1

Manufacture LED illuminated channel letters mounted to raceway w/ digitally printed vinyl overlay for DMC channel letter face and cloud channel letters

Color Key:

- ☐ White (7328)
- ☒ 3M Red (3630-33)
- ☒ 3M Black (3635-222)
- ☒ PMS 301 C "DMC Blue"
- ☐ TBD to match existing

Layout Date:

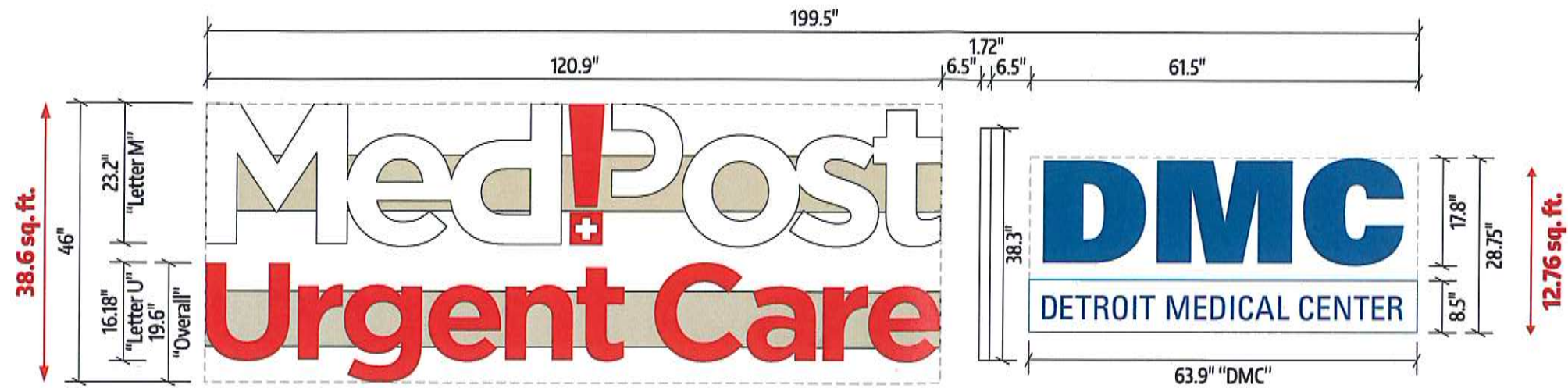
05/25/2017

Revision Date:

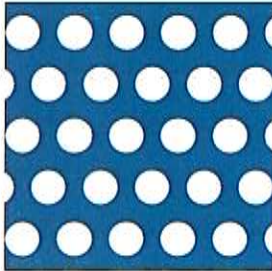
06/01/2017
06/06/2017
07/17/2017 - HD/AR
07/20/2017 - HD
08/31/2017 - HD/AR

File Name:

21241_Grosse Point Woods.pdf
Project Number: 21241



ILLUMINATION RENDERING



COPY ONLY VINYL:
Dual color perforated vinyl w/ digital print color to match existing

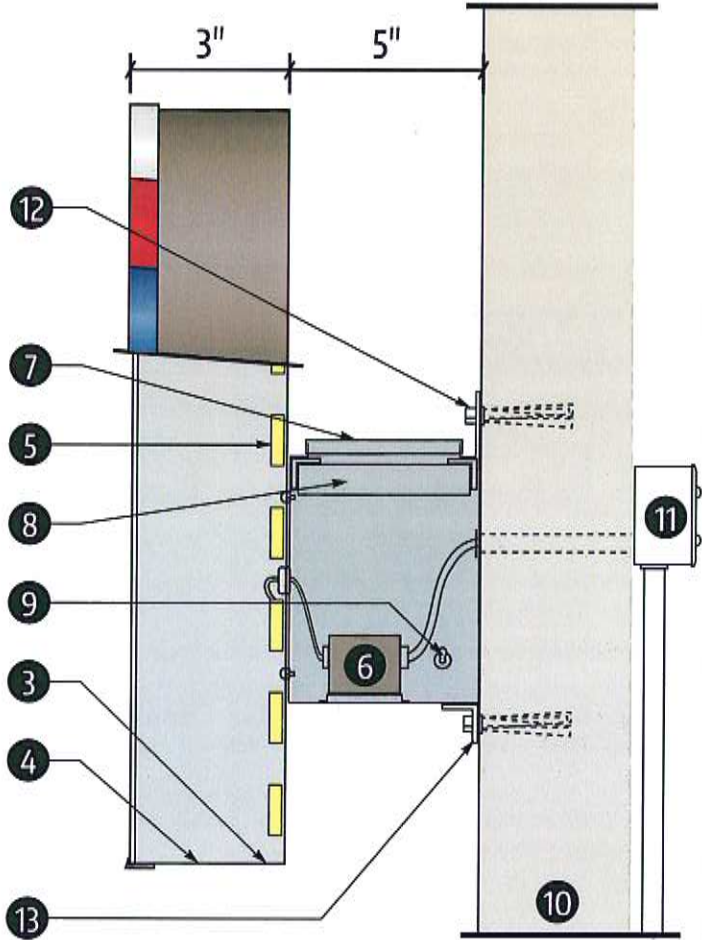
A NORTH Elevation
Channel Letters - On Raceway:
Scale: 1/2" = 1'-0"

Note: Sign will not project more than 8" off wall

CROSS SECTION OF UL LISTED RACEWAY CHANNEL LETTERS w/ LED ILLUMINATION

- 1 1" PLASTIC TRIM CAP
- 2 3/16 PLEXIGLAS FACE
- 3 .040 ALUMINUM RETURN (.063 BACK)
- 4 1/4" DRAIN HOLES (Min. 2 per letter)
Raceway also has drainholes as needed
- 5 LED ILLUMINATION
- 6 LED POWER SUPPLY
- 7 8"x5"x.040 ALUMINUM RACEWAY (Length varies)
Raceway has 2 lip at the top for hanging; paint to match wall background (raceway formed from one piece of aluminum)
- 8 1"x1" INTERNAL WELDED ALUMINUM ANGLE continuous along the length of top (front & back) w/ angle cross supports spaced along length
- 9 TOGGLE DISCONNECT SWITCH
- 10 FACADE - WALL STRUCTURE (TBV)
- 11 EXISTING 120 VOLT SERVICE
- 12 MOUNTING HARDWARE (3/8"x5" Bolts)
- 13 ANGLE SHOE FOR ATTACHMENT AT BOTTOM

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes.
This includes proper grounding and bonding of the sign.



Client:
MedPost
1445 Ross Avenue
Suite 1400
Dallas, TX 75202

Location Address:
MedPost
20599 Mack Ave
Grosse Pointe Woods, MI 48236

Description:
Channel Letter - on Raceway
(63.73 sq.ft.)

QTY: 1

Manufacture LED illuminated channel letters mounted to raceway w/ digitally printed vinyl overlay for DMC channel letter face and cloud channel letters

Color Key:

- White (7328)
- 3M Red (3630-33)
- 3M Black (3635-222)
- PMS 301 C "DMC Blue"
- TBD to match existing

Layout Date:
05/25/2017

Revision Date:
06/01/2017
06/06/2017
07/17/2017 - HD/AR
07/20/2017 - HD
08/31/2017 - HD/AR



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Sign Management Made Simple

File Name:
21241_Grosse Point Woods.pdf
Project Number: 21241



Existing

Existing Sign: ±30.5" h x ±317" w = 67 sq. ft.



Proposed

Scale: 1:131.165

Note: Sign will not project more than 8" off wall

EAST Elevation Channel Letters - On Raceway:

B

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Sign Management Made Simple

MedPost
URGENT CARE

Client:

MedPost
1445 Ross Avenue
Suite 1400
Dallas, TX 75202

Location Address:

MedPost
20599 Mack Ave
Grosse Pointe Woods, MI 48236

Description:

Channel Letter - on Raceway
(63.73 sq.ft.)

QTY: 1

Manufacture LED illuminated channel letters mounted to raceway w/ digitally printed vinyl overlay for DMC channel letter face and cloud channel letter

Color Key:

- ☐ White (7328)
- ☒ 3M Red (3630-33)
- ☒ 3M Black (3635-222)
- ☒ PMS 301 C "DMC Blue"
- ☐ TBD to match existing

Layout Date:

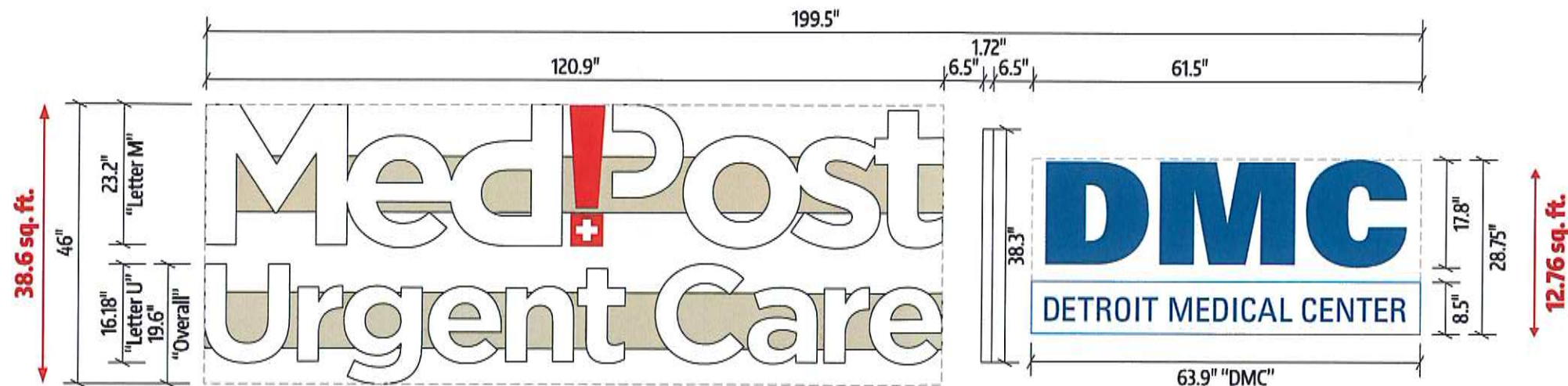
05/25/2017

Revision Date:

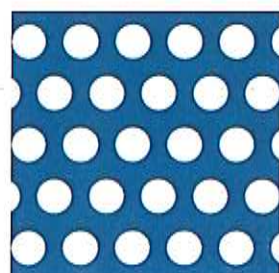
06/01/2017
06/06/2017
07/17/2017 - HD/AR
07/20/2017 - HD
08/31/2017 - HD/AR

File Name:

21241_Grosse Point Woods.pdf
Project Number: 21241



ILLUMINATION RENDERING



COPY ONLY VINYL:

Dual color perforated vinyl w/ digital print color to match existing

**East Elevation
Channel Letters - On Raceway:**

B

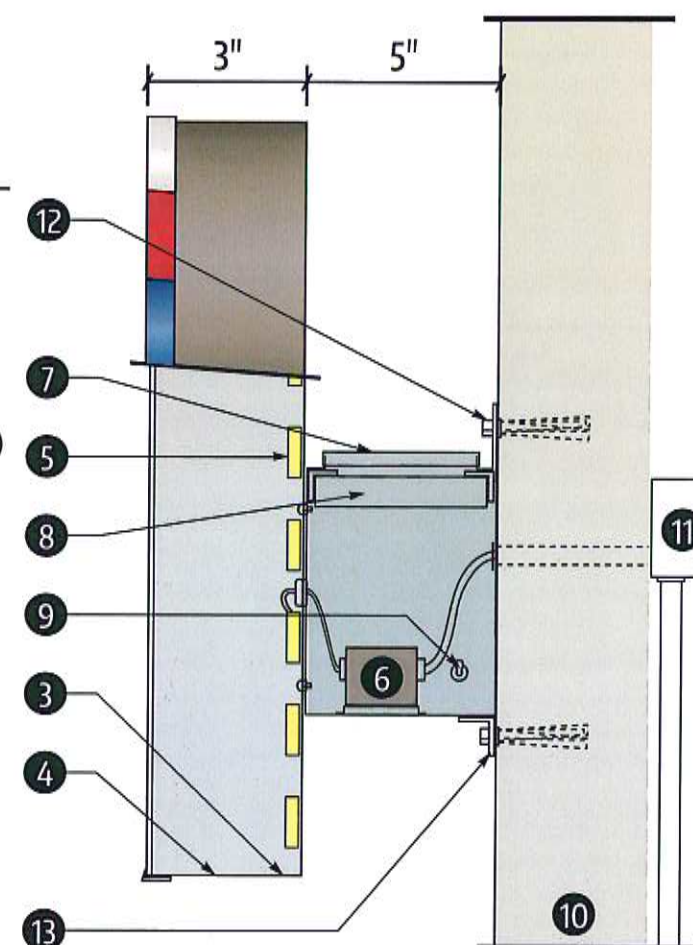
Scale: 1/2" = 1'-0"

Note: Sign will not project more than 8" off wall

**CROSS SECTION OF UL LISTED
RACEWAY CHANNEL LETTERS
w/ LED ILLUMINATION**

- 1 1" PLASTIC TRIM CAP
- 2 3/16 PLEXIGLAS FACE
- 3 .040 ALUMINUM RETURN (.063 BACK)
- 4 1/4" DRAIN HOLES (Min. 2 per letter)
Raceway also has drainholes as needed
- 5 LED ILLUMINATION
- 6 LED POWER SUPPLY
- 7 8"x5"x.040 ALUMINUM RACEWAY (Length varies)
Raceway has 2 lip at the top for hanging;
paint to match wall background
(raceway formed from one piece of aluminum)
- 8 1"x1" INTERNAL WELDED ALUMINUM ANGLE
continuous along the length of top (front & back)
w/ angle cross supports spaced along length
- 9 TOGGLE DISCONNECT SWITCH
- 10 FACADE - WALL STRUCTURE (TBV)
- 11 EXISTING 120 VOLT SERVICE
- 12 MOUNTING HARDWARE (3/8"x5" Bolts)
- 13 ANGLE SHOE FOR ATTACHMENT AT BOTTOM

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes.
This includes proper grounding and bonding of the sign.



MedPost
URGENT CARE

Client:

MedPost
1445 Ross Avenue
Suite 1400
Dallas, TX 75202

Location Address:

MedPost
20599 Mack Ave
Grosse Pointe Woods, MI 48236

Description:

Channel Letter - on Raceway
(63.73 sq.ft.)

QTY: 1

Manufacture LED illuminated channel letters mounted to raceway w/ digitally printed vinyl overlay for DMC channel letter face and cloud channel letter

Color Key:

- White (7328)
- 3M Red (3630-33)
- 3M Black (3635-222)
- PMS 301 C "DMC Blue"
- TBD to match existing

Layout Date:

05/25/2017

Revision Date:

06/01/2017
06/06/2017
07/17/2017 - HD/AR
07/20/2017 - HD
08/31/2017 - HD/AR

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File Name:

21241_Grosse Point Woods.pdf
Project Number: 21241



Existing

Paint existing sign cabinet "White"



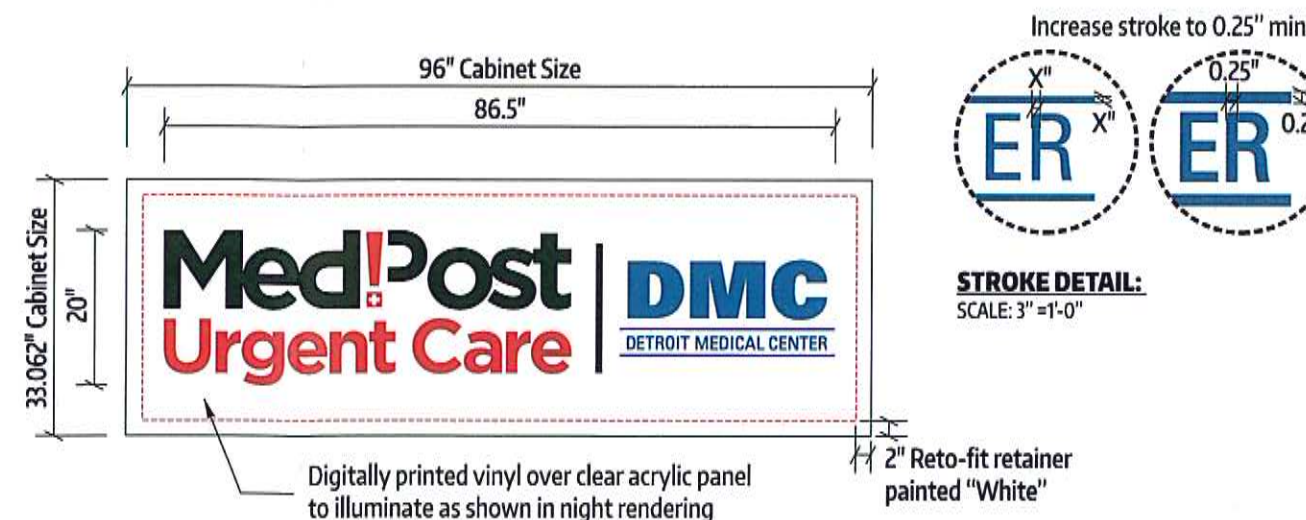
Proposed



NIGHT RENDERING:

Digitally printed vinyl over clear acrylic panel to illuminate as shown in night rendering

Monument Sign
Scale: 1/2" = 1'-0"



MedPost
URGENT CARE

Client:
MedPost
1445 Ross Avenue
Suite 1400
Dallas, TX 75202

Location Address:
MedPost
20599 Mack Ave
Grosse Pointe Woods, MI 48236

Description:
Monument Sign Replacement Panel
(22 sq. ft.)
D/F Sign

QTY: 2
Manufacture clear "Lexan" sign panels with digital print vinyl overlay to illuminate as shown
NOTE: Verify (e) lighting system is wide enough for new wider logo layout before manufacturing

Color Key:
□ White (7328)
■ 3M Red (3630-33)
■ 3M Black (3635-222)
■ PMS 301 C "DMC Blue"

Layout Date:
05/25/2017

Revision Date:
06/01/2017
06/06/2017
07/17/2017 - HD/AR
07/20/2017 - HD
08/31/2017 - HD/AR

File Name:
21241_Grosse Point Woods.pdf
Project Number: 21241

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Sign Management Made Simple

Stephen Gerhart

Subject: FW: 2017 Santa Claus Parade Sponsorship Opportunities

Steve Gerhart
Deputy City Clerk
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
313 343-2440 Ext: 201
313 343-5667 (Fax)

From: Lisa Hathaway
Sent: Monday, September 25, 2017 2:40 PM
To: Stephen Gerhart
Subject: Fwd: 2017 Santa Claus Parade Sponsorship Opportunities

Steve,

Please place on the Council agenda,

Lisa

Sent from my Verizon, Samsung Galaxy smartphone

----- Original message -----

From: Grosse Pointe Chamber of Commerce <info@grossepointechamber.com>
Date: 9/25/17 11:00 AM (GMT-05:00)
To: Lisa Hathaway <LHathaway@gpwmn.us>
Subject: 2017 Santa Claus Parade Sponsorship Opportunities





**Fairytales Can Come True if you Become a Parade Sponsor for our 2017 Santa Claus Parade!!!
This year's theme is A Fairytale Christmas**

Click below for more info.

[Sponsorship Info](#)



Grosse Pointe Santa Claus Parade Sponsorship Opportunities and Benefits

Friday, November 24, 2017 at 10:00 am.

~ A Fairytale Christmas ~

Platinum Sponsor (\$10,000)

- Ride on a parade float
- Your choice of placement in the Parade
- Prominently listed as Platinum Sponsor on all promotional and marketing materials
- A parade banner with sponsor's name
- Name recognition during videotaping of the Parade
- Business name/logo and link on the Grosse Pointe Chamber of Commerce Parade website
- Recognition on Parade banner and posters
- Business name recognition posted on social media sites

Santa's Workshop (\$5,000)

- Listed as sponsor on all promotional and marketing materials
- A parade banner with sponsor's name
- Business name/logo and link on the Grosse Pointe Chamber of Commerce Parade website
- Name recognition during the videotaping of the Parade
- Business name recognition posted on social media sites
- Recognition on parade banner and posters

North Pole Sponsor (\$2,500)

- Sponsorship recognition on all promotional and marketing materials
- A parade banner with company name
- Business name and link on the Grosse Pointe Chamber of Commerce Parade website
- Name recognition during the videotaping of the Parade
- Business name recognition on social media posts

Elf Sponsor (\$1,000)

- A parade banner with company name
- Business name on the Grosse Pointe Chamber of Commerce Parade website
- Recognition in all promotional and marketing materials
- Recognition on parade posters
- Footage as a sponsor on the videotaping of the Parade

Reindeer Sponsor (\$500)

- A parade banner with company name
- Business name on the Grosse Pointe Chamber of Commerce Parade website
- Recognition on parade posters
- Footage on the videotaping of the Parade

To: Robert E. Novitke, Mayor
Arthur W. Bryant, Council Member and Mayor Pro Tem
Victoria A. Granger, Council Member
Kevin Ketels, Council Member
Michael Koester, Council Member
Todd A. McConaghy, Council Member
Richard Shetler Jr., Council Member

From: Grosse Pointe Woods Shores Little League

Date: September 29, 2017

Re: Request to commence field maintenance at Ghesquiere Park

Mayor Novitke and esteemed Council Members,

We are writing to you to request special consideration so that the Grosse Pointe Woods Shores Little League (the "League") can maintain and improve Field #2 at Ghesquiere Park in the fall of 2017. Due to various time constraints that are explained more fully herein, the League cannot wait until the November, 2017 City Council meeting to present its request, as it will be too late in the year by that time to complete the work this fall. Time is of the essence for several reasons, so we hope you will have a sympathetic ear and a desire to work with us to accomplish something great for our community.

As you are all well aware, the League had a team participate in the Little League World Series in Williamsport, PA this summer, for the second time since 2013. It was the experience of a lifetime for the families involved, as well as the entire community. Our league and its members enjoyed overwhelming support from the local community throughout the experience, including from all of you. We are hoping to build upon our recent success by continuing to improve the programs and facilities available to the children in our community.

To that end, there are three specific items that the League is asking for permission to complete in the Fall of 2017 on Field #2 at Ghesquiere Park, which is the field located closest to the schoolhouse. First, the League would like to "skin" the infield. This is the process of removing the grass and some dirt from the infield and replacing the entire infield with dirt. Second, the League would like to remove the sod in the outfield, level the ground, lay new sod, and install a new drainage system. Third, the League would like to replace the fencing around the exterior of the field. All of these items are maintenance issues that do not change or alter the present use of the field by the League and, more importantly, are designed to help address safety concerns that arise from the current conditions of the field. In addition, they will allow the League to use Field #2 for both its baseball and softball participants in ways that are not currently possible.

Why is it important for the work to be done in the Fall of 2017?

There are two critical reasons why the League is requesting permission to complete the work in the Fall of 2017. The best time of year to replace sod is in the Fall. In fact, it is the only time of

year when the sod can be replaced if the fields are to be used the following Spring. Sod is not usually available early in the Spring, the ground is cold and not well suited for laying new sod, and due to the conditions, the root systems typically would not take hold in time for teams to play on it the same season if installed in the Spring. As a result, if the work is not completed in the Fall of 2017, it is highly likely that it cannot be completed until the Fall of 2018, which has implications for the second issue.

In January, 2017, the League submitted grant applications to two (2) private foundations – Little League International and The Ralph C. Wilson Jr. Foundation (which is administered through the Community Foundation for Southeast Michigan). On April 10, 2017, Little League International awarded a grant in the amount of \$20,000.00 to be used for field improvements, including fencing, irrigation, leveling of the field(s), and to skin an infield. **Exhibit 1.** Little League International required a final report detailing the expenditure of the grant funds within 90 days, and requires updates thereafter if the project is not completed. **Ex. 1.** On May 15, 2017, the Community Foundation for Southeast Michigan awarded a grant in the amount of \$22,500.00, of which \$20,000.00 is to be used to support softball and baseball programming and field renovations. **Exhibit 2.** The grant period for this grant terminates on May 14, 2018. **Ex. 2.** Due to the time constraints in each grant, the League is concerned that the grant funding may be lost or forfeited if it is not spent before the grants expire. Because both grants allow the funding to be used for field improvements, they can be used to complete the proposed project for Field #2 at Ghesquiere Park in the Fall of 2017. If they are not used to complete this work, it will be difficult to find another way to spend the funds before the grants expire. While the League can ask the foundations for an extension of time, it does not want to jeopardize losing the funds if the foundations refuse the requested extension.

What impact will the field improvements have on the children of our community who play baseball and softball?

In 2014, the League expanded by creating a softball league. In the four (4) years since the program began, it has been a tremendous success. Enrollment continues to grow and we now have more than 100 young ladies participating in our program. Typically, softball is played on a diamond with a skinned infield and Ghesquiere does not currently have any. Although some softball games have been played at Ghesquiere in the last few years, there haven't been many. The League sees Ghesquiere as a gathering place for people throughout the community and wants the softball players to have more of an opportunity to play at times and in places where the boys are playing as well. This project will help facilitate the achievement of that goal.

Skinning the field is also beneficial for the younger aged t-ball and baseball players. A skinned infield tends to have fewer "bad hops" than grass, which makes the younger players more comfortable playing. One of the goals of our League is to help young players improve their skills and their confidence so that they enjoy playing and learning. This project will improve the field condition for younger players as well.

How does this fit into the long-term field improvement plans the League has been discussing with the City of Grosse Pointe Woods?

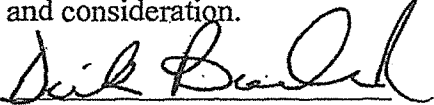
The League currently uses fields in four (4) locations for both softball and baseball – Ghesquiere park, Montieth Elementary, Mason Elementary, and Vernier field (located next to the Grosse Pointe Shores municipal building). Two years ago, the League spent significant time and resources to improve the fields and backstops at Montieth Elementary, which is now used by both baseball and softball teams. The remaining fields need varying degrees of long-term maintenance and repairs to both the fields themselves, as well as the fencing, dug-outs, bleachers, and related facilities that support them. In addition to Ghesquiere Field #2, the League also hopes to make significant field improvements at Mason during the next year. The long-term goal is to improve all of the fields at the League's expense, but we understand that at least some of this work would need to be approved by applying for a special land use permit and following through with the related procedures and associated requirements.

The proposed project for Ghesquiere Field #2 for the Fall of 2017 does not change the League's use of the field and is necessary to address safety and other ongoing concerns, so we are hoping that we can get approval to proceed without having to follow the lengthier process required to obtain a special land use permit. As has already been explained, skinning the infield will make the field more usable by a greater number of our participants and will allow the League to schedule more softball games at Ghesquiere going forward. The outfield on Ghesquiere Field #2 has become uneven over the years and does not drain well when it rains. Leveling the outfield and laying new sod will make the area much safer and installing the drain will allow more games to be scheduled at their regular times, rather than having to cancel games due to field conditions. The proposed fencing would increase the height from 4 feet to 6 feet. Raising the height of the fencing would better protect cars and the schoolhouse from balls that are hit during practice and games.

At this time, the League is only requesting permission to complete the proposed work on Ghesquiere Field #2. We intend to continue to work with the City of Grosse Pointe Woods on the other aspects of our long-term plans. Bids have already been obtained for all of the requested work. Bob's Landscaping Service, Inc., which has a long history of successfully working with the League and the City of Grosse Pointe Woods, would be the contractor hired to skin the infield and replace the outfield. The cost to skin the infield and the work to be performed are included in the attached quote. **Exhibit 3.** The cost to remove the existing sod, level the outfield, and lay new sod and the work to be performed, as well as a drawing indicating where the drain would be installed are included in the attached quote. **Exhibit 4.** Finally, the cost to install new fencing, the materials that would be used, the dimensions and height of the fencing are included in the attached quote. **Exhibit 5.**

The League already has the funding available to complete this work. For the reasons explained in our letter, it is critical that we try to complete the work in the Fall of 2017. While we appreciate that it may have been easier to move forward if we had approached you sooner, please understand that we operate as a volunteer board. During the summer months, it is often difficult to get a quorum for meetings due to summer travel schedules. This year that was particularly so

due to our boys' advancement to the Little League World Series. We are more than happy to work with the City to make this project happen and to provide any other information or documentation that would help. We are also willing to meet with you at any regularly scheduled or special meeting called for the purpose of considering our request. We thank you for your time and consideration.


Dick Borland, President


Bill Babcock, Vice President

EXHIBIT 1



Stephen D. Keener
President and Chief Executive Officer

April 10, 2017

Mr. Dick Borland
Gross Pointe Woods-Shores Little League
23062 Gary Lane
St. Clair Shores, MI

Dear Mr. Borland:

It is my pleasure to inform you that Little League Baseball International has awarded Gross Pointe Woods-Shores Little League a Softball Grant in the amount of \$20,000. This grant has been awarded to support field improvements including fencing, irrigation, leveling as well as skin infield. The check is enclosed.

All leagues must comply with the following reporting requirements after receiving grant funds from Little League. Failure to comply with these requirements may be cause for revocation of the grant award and require repayment of the grant. Specifically, you must submit:

- Written confirmation that funds have been received within 15 days of receipt of funds.
- An update every three months until grant funds are expended in total.
- A final report detailing expenditure of the grant funds in total and the impact the grant has had on the league within 90 days of receipt of the funds. If the project is not completed within 90 days, Little League requires a progress report on the project at such time.

All funds received must be expended within one year of receipt unless an extension is given by the Little League Grant Committee.

Questions regarding the grant process and report requirements should be directed to Cathy Lusk by calling 570-326-1921, extension 2248 or by e-mail at clusk@litleleague.org. Please extend my personal thanks and gratitude to all of your valued volunteers.

Sincerely,

STEPHEN D. KEENER
President and
Chief Executive Officer

SDK/mr

cc: Patrick Wilson
Regional Director
District Administrator

EXHIBIT 2

Community Foundation

FOR SOUTHEAST MICHIGAN

May 15, 2017

Mr. Dick Borland
Board President
Grosse Pointe Woods-Shores Little League
23062 Gary Lane
St. Clair Shores, MI 48236

Re: #2017-0395

Dear Mr. Borland:

We are pleased to announce that on May 15, 2017, the Board of Trustees of the Community Foundation for Southeast Michigan has adopted the following resolution:

RESOLVED, that a grant of \$22,500 to the Grosse Pointe Woods-Shores Little League for support for softball and baseball programming and field renovations at Ghesquiere Park be approved.

This grant is from the The Ralph C. Wilson, Jr. Foundation Endowment for Youth Sports of the Community Foundation for Southeast Michigan.

Enclosed find two copies of the Terms of Grant Agreement related to this grant. Please make special note of all of the provisions and procedures indicated. Please sign and return the original copy of the Terms of Grant Agreement to the Community Foundation for Southeast Michigan as soon as possible indicating your acceptance of the grant award and its terms.

While you are welcome to share news of this award internally and encouraged to begin your programming, we are asking that your organization does not publicly announce your grant at this time. The Community Foundation will be issuing a collective press release about all of the grants from the four Ralph C. Wilson Foundation, Jr. field of interest funds that have been established at the Community Foundation. This press release will be issued on May 23rd. We will share it with you at that time, along with any details of how your organization can publicize the grant moving forward from that point.

After a signed copy of the Terms of Grant Agreement has been received, it is anticipated that payment will be made as follows:

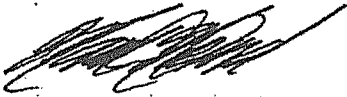
May 2017

\$22,500

Mr. Dick Borland
May 15, 2017
Page 2

We wish you every success and look forward to receiving reports on your progress.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mariam C. Noland', with a stylized flourish at the end.

Mariam C. Noland
President

Enclosures

cc: Annemarie Harris, Board Member

The Community Foundation
for Southeast Michigan

TERMS OF GRANT AGREEMENT

PLEASE READ CAREFULLY!

I. Acceptance of Grant

The grant to your organization from the Community Foundation for Southeast Michigan is for the explicit purposes described in the Grant Resolution and is subject to your acceptance of the terms described therein.

To accept the grant and receive the funds, return a signed copy of this "Terms of Grant Agreement" to the Community Foundation for Southeast Michigan. Keep the other copy for your files. Please refer to the grant number and title in all communication concerning the grant.

Grantee:

Grosse Pointe Woods-Shores Little League

Date Authorized:

May 15, 2017

Grant Number:

#2017-0395

Amount Granted:

\$22,500

Grant Resolution:

RESOLVED, that a grant of \$22,500 to the Grosse Pointe Woods-Shores Little League for support for softball and baseball programming and field renovations at Ghesquiere Park be approved.

Grant Condition:

\$2,500 of the payment is contingent upon submission of registration assistance selection criteria and the outreach strategy that will be employed to raise awareness of this opportunity.

Grant Period:

Begins – May 15, 2017

Terminates – May 14, 2018

Grosse Pointe Woods-Shores Little League
#2017-0395

II. Review of Grant Activity

The grantee will furnish the Community Foundation for Southeast Michigan with written reports according to the following schedule:

Final Report Due – June 30, 2018

III. Special Provisions

In accepting this grant, the grantee agrees to the following conditions:

1. To use the funds granted solely for the purpose stated.
2. To repay any portion of the amounts granted which is not used for the purpose of the grant.
3. To return any unexpended funds if the grantee loses its exemption from Federal income taxation as provided under Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code"), or (b) as a governmental entity or political subdivision within Section 170 (c) of the Code.
4. To maintain books and records adequate to verify actions related to this grant should this prove necessary.
5. Pre-approval is needed for any modifications in the approved project budget.

IV. Publicity

The Community Foundation encourages you to make appropriate public announcements of the receipt of this grant. We would appreciate receiving a copy of any such announcement, as well as copies of any and all newspaper and other articles related to this grant.

Grosse Pointe Woods-Shores Little League
#2017-0395

For the Grantee:

Signature of Authorized Representative

Date

Printed Name of Authorized Representative

Date

Signature of Project Director (if different)

Date

Printed Name of Project Director

Date

EXHIBIT 3



Bob's Landscaping Service, Inc.

28831 Harper Avenue
St. Clair Shores, MI 48081

Phone: 586.775.4885
Fax: 586.775.0830

Remittance Address
P.O. Box 115
Richmond, MI 48062-0115

Email: bobslandscape@msn.com

Since 1948

January 24, 2017

Telephone: 313.884.2224
Fax: dborland@mirealsource.com

Grosse Pointe Woods-Shores Little League
Attn: Dick Borland
23062 Gary Lane
St. Clair Shores, MI 48080

Ghesquire Park Diamond #3

Scope: Change hardball diamond to softball.

Remove sod plus 4" of soil, infield and foul territory outside base paths to fence.

- Replace with 5" of Athletic Meal Lime Stone to match existing material.
- Work area approximately 4,000 square feet.
- Add 100 tons Athletic Meal.

- 100 tons Lime Stone \$2,700.00
- Labor \$4,500.00
- Dump Fee \$ 480.00

Total Cost: Seven Thousand-Six Hundred & Eighty Dollars & No/100 \$7,680.00

This proposal and agreement does not include any material to be furnished or work to be done not herewith indicated, described, or provided for in the above specifications. It is mutually understood and agreed that this contract cannot be added to or changed except in writing signed by both parties hereto, and when any changes or additions are so made, the same shall be considered a part of this contract. It is further understood that there are no written or verbal understandings outside of this agreement. All material remains the property of Bob's Landscaping Service, Inc. until paid for in full by the undersigned. Proposal good for 30 days from proposal date.
Terms: Net 30 days, 1.5% per month for past due accounts.

Bob's Landscaping Service, Inc.

By *Daniel J. Kasom*
Daniel J. Kasom

Acceptance: I and/or we hereby accept the foregoing proposal, agreement and specification, including the terms of payment and shall consider same to be the contract between us, and the same is full and completely binding on both parties hereto.

Signed _____ Printed name _____

Date _____ Purchase Order # _____ Job # _____

NOTE: NO part of this contract will be performed until it has been fully accepted and one copy placed on file in our office.

GP Woods-Shores Little League-Ghesquire Park-Diamond #3-2017 Proposal

EXHIBIT 4

KURT B.



Bob's Landscaping Service, Inc.

28831 Harper Avenue
St. Clair Shores, MI 48081

Phone: 586.775.4885
Fax: 586.775.0830

Remittance Address
P.O. Box 115
Richmond, MI 48062-0115

Email: bobslandscape@msn.com

Since 1948

December 1, 2016

Page 1 of 3

Email: dhorland@mirealsource.com

Telephone: 313.884.2224

Grosse Pointe Woods-Shores Little League
Attn: Dick Borland
26062 Gary Lane
St. Clair Shores, MI 48080

Ghesquire Little League Fields OUTFIELD DRAIN TILE ESTIMATE AND PROCEDURES

- Strip and remove all turf from outfield
- Grade existing
- Add topsoil and finish grade
- Trench for drain tile, 6" wide trench
- Remove all dirt from trench
- Add 1" of pea stone
- Install drain pipe
- Install balance of pea stone to the surface
- Finish and touch up grade as we trench and install drain tile
- Repair irrigation and replace heads and test system
- Install sod

FIELDS 2 & 3

- | | |
|---|-------------|
| • Tap catch basin-approximately 1,260' of 4" perforated drain tile with sock, seven (7) runs, 20' apart | \$12,320.00 |
| • Approximately 500' collector drain around perimeter | \$ 2,500.00 |
| • Strip and remove sod | \$ 1,500.00 |
| • Haul sod offsite | \$ 3,600.00 |
| • 200 yards topsoil | \$ 4,000.00 |
| • Haul topsoil from parking lot to field and finish grade | \$ 7,000.00 |
| • Approximately 2,800 yards of sod supplied and installed | |
| • Replace all irrigation heads in work area-approximately 24 heads. Repair any irrigation damage. | \$ 975.00 |

TOTAL FOR EACH FIELD (2 & 3)

\$31,895.00

Ghesquire Little League Fields-Grosse Pte Woods-Shores-2016 Proposal



Bob's Landscaping Service, Inc.

28831 Harper Avenue
St. Clair Shores, MI 48081

Phone: 586.775.4885
Fax: 586.775.0830

Remittance Address
P.O. Box 115
Richmond, MI 48062-0115

Email: bobslandscape@msn.com

Since 1948

December 1, 2016

Page 2 of 3

Email: dborland@ntirealsource.com
Telephone: 313.884.2224

Grosse Pointe Woods-Shores Little League
Attn: Dick Borland
26062 Gary Lane
St. Clair Shores, MI 48080

Ghesquire Little League Fields Outfield Drain Tile Estimate and Procedures

FIELDS 1 & 4

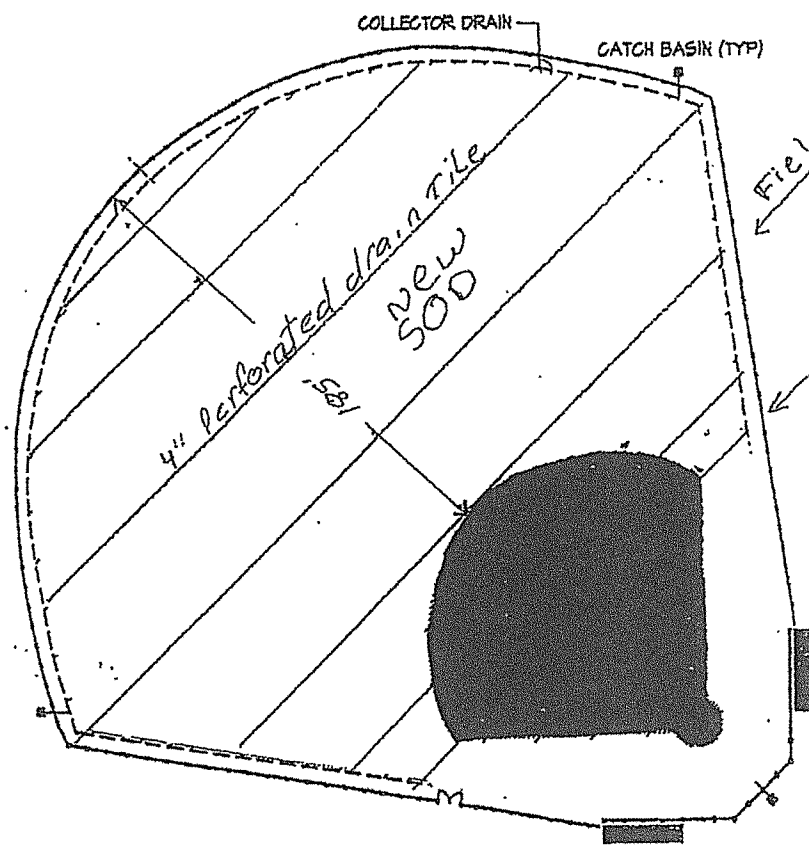
• Tap catch basin, approximately 1,440' of 4" perforated drain tile with sock, eights (8) runs, 20' apart	
• Approximately 600' collector drain around perimeter	\$14,280.00
• Strip and remove sod	\$ 3,000.00
• Haul sod offsite	\$ 2,000.00
• 250 yards topsoil	\$ 4,500.00
• Haul topsoil from parking lot to field and finish grade	\$ 5,000.00
• Approximately 3,750 yards of sod supplied and installed	\$ 8,437.00
• Replace all irrigation heads in work area-approximately 30 heads. Repair any irrigation damage.	\$ 1,250.00
TOTAL FOR EACH FIELD (1 & 4)	\$38,467.00

This proposal and agreement does not include any material to be furnished or work to be done not herewith indicated, described, or provided for in the above specifications. It is mutually understood and agreed that this contract cannot be added to or changed except in writing signed by both parties hereto, and when any changes or additions are so made, the same shall be considered a part of this contract. It is further understood that there are no written or verbal understandings outside of this agreement. All material remains the property of Bob's Landscaping Service, Inc. until paid for in full by the undersigned. Proposal good for 30 days from proposal date.
Terms: Net 30 days, 1.5% per month for past due accounts.

Bob's Landscaping Service, Inc.

By *Daniel J. Kasom*
Daniel J. Kasom

Ghesquire Little League Fields-Grosse Pte Woods-Shores-2016 Proposal



FIELD'S 2-3 size
new sod limits

EXHIBIT 5

AMERICAN FENCE & SUPPLY CO., INC.

Quote No. 17-0266

Tim Veitengruber
Grosse Pointe Woods-Shores Little League

Date: May 24, 2017
Customer ID:
Estimator: Marc Rudorf mrudorf@americanfence.com
Expiration Date: June 23, 2017
Terms: Net 30; 1.5% per month on past due invoices.

Phone: (313) 618-7401
Fax:
timveit74@gmail.com

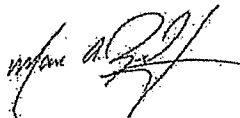
Project Name: Ghesquiere Park, Fencing Project.				
We propose to furnish all labor and material necessary to perform the following work:				
QTY	UNIT	Description	Unit Price	Total
970	LF	Field #1: Remove existing chain link fence, gates, top cap complete. Haul off site and dispose of in a legal manner.		
712	LF	Field #1: Install new, 6' high vinyl coated chain link fence, top and bottom rails. With a yellow protective top cap.		
42	LF	Field #1: Install new, 8' high vinyl coated chain link fence, top and bottom rails. Dugouts		
2	EA	Field #1: Install new, 3' W X 6' H single swing chain link gates.		
2	EA	Field #1: Install new, 10' W X 6' H double swing chain link gates.		\$21,779.00
901	LF	Field #2: Remove existing chain link fence, gates, top cap complete. Haul off site and dispose of in a legal manner.		
629	LF	Field #2: Install new, 6' high vinyl coated chain link fence, top and bottom rails. With a yellow protective top cap.		
66	LF	Field #2: Install new, 8' high vinyl coated chain link fence, top and bottom rails. Dugouts		
2	EA	Field #2: Install new, 3' W X 6' H single swing chain link gates.		
1	EA	Field #2: Install new, 10' W X 6' H double swing chain link gates.		\$20,651.00
889	LF	Field #3: Remove existing chain link fence, gates, top cap complete. Haul off site and dispose of in a legal manner.		
631	LF	Field #3: Install new, 6' high vinyl coated chain link fence, top and bottom rails. With a yellow protective top cap.		
56	LF	Field #3: Install new, 8' high vinyl coated chain link fence, top and bottom rails. Dugouts		
2	EA	Field #3: Install new, 3' W X 6' H single swing chain link gates.		
1	EA	Field #3: Install new, 10' W X 6' H double swing chain link gates.		\$18,910.00
1000	LF	Field #4: Remove existing chain link fence, gates, top cap complete. Haul off site and dispose of in a legal manner.		
746	LF	Field #4: Install new, 6' high vinyl coated chain link fence, top and bottom rails. With a yellow protective top cap.		
48	LF	Field #4: Install new, 8' high vinyl coated chain link fence, top and bottom rails. Dugouts		
2	EA	Field #4: Install new, 3' W X 6' H single swing chain link gates.		
1	EA	Field #4: Install new, 10' W X 6' H double swing chain link gates.		\$22,182.00
As shown above				

Clarifications:

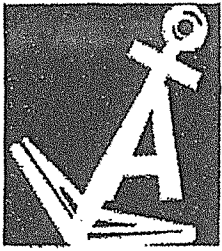
All field employees are 10 hour OSHA trained and certified.
No local building permit has been included.
All work shall be performed using non-union labor.
This quotation specifically excludes Davis Bacon / prevailing wage.
Price excludes everything associated with traffic management.
Excludes bonding.
An approved shop drawing must be received prior to fabrication.
All welds meet NOMMA #3 standard.
American Fence shall notify 811 and call utility locating system prior to digging.
American Fence holds no responsibility for any privately owned lines which are not marked.
All posts shall be set in concrete footings.
All spoils created from the post hole excavations shall remain on site.
Excludes painting/staining.

Thank you for the opportunity to earn your continued business and remain as your single source for all your fencing needs. Please feel free to contact me with any questions or requests.

Sincerely,



Marc A. Rudorf
American Fence & Supply Co., Inc.



ANCHOR FENCE

BID

Presented to:

Ghesquiere Park



AMERICAN FENCE ASSOCIATION CERTIFIED



BETTER BUSINESS BUREAU ACCREDITED



ACTIVE CHAMBER OF COMMERCE MEMBER

26345 Plymouth Rd. Redford, Mi. 48239

Office: 313.937.0101 | Fax: 313.937.0404

YOUR KEY TO SECURITY AND PEACE OF MIND!



Ghesquiere Park
20025 Mack Plaza Dr.
Grosse Pointe Woods, MI 48236
CONTACT: Tim Veitengruber
313-618-7401

June 1, 2017

Job Description and Pricing:

FIELD 1 (NO BACKSTOP):

Supply and install approximately 808' of 6' tall commercial grade green vinyl coated chain link using 3" terminal posts, 2 1/2" line posts, 1 5/8" top and bottom rail, and 9 GA core 8 GA finish wire. Also supply and install (3) 6' tall x 4' wide single gates, (2) 6' tall x 3' wide single gates, and (1) 6' tall x 10' double gate. All posts to be set in 42" deep concrete footings.

Total.....\$27,083.00

Optional Demo of old field and backstop.....+\$4,880.00

FIELD 2:

Supply and install approximately 708' of 6' tall commercial grade green vinyl coated chain link using 3" terminal posts, 2 1/2" line posts, 1 5/8" top and bottom rail, and 9 GA core 8 GA finish wire with (3) 6' tall x 4' wide single gates, (2) 6' tall x 3' wide single gates, and (1) 6' tall x 10' double gate. Also supply and install 60' of 16' tall commercial grade chain link using 4" terminal and line posts, 1 5/8" frame work, 9 GA core 8 GA finish wire, and rubber mat covers 6' up backstop. All posts to be set in 42" deep concrete footings.

Total.....\$38,683.00

Optional Demo of old field and backstop.....+\$4,880.00

FIELD 3:

Supply and install approximately 708' of 6' tall commercial grade green vinyl coated chain link using 3" terminal posts, 2 1/2" line posts, 1 5/8" top and bottom rail, and 9 GA core 8 GA finish wire with (3) 6' tall x 4' wide single gates, (2) 6' tall x 3' wide single gates, and (1) 6' tall x 10' double gate. Also supply and install 60' of 16' tall commercial grade chain link reusing all 4" back stop posts, 1 5/8" frame work, 9 GA core 8 GA finish wire, and rubber mat covers 6' up backstop. All posts to be set in 42" deep concrete footings.

Total.....\$35,183.00

Optional Demo of old field and backstop.....+\$3,480.00

FIELD 4:

Supply and install approximately 808' of 6' tall commercial grade green vinyl coated chain link using 3" terminal posts, 2 1/2" line posts, 1 5/8" top and bottom rail, and 9 GA core 8 GA finish wire with (3) 6' tall x 4' wide single gates, (2) 6' tall x 3' wide single gates, and (1) 6' tall x 10' double gate. Also supply and install 60' of 16' tall commercial grade chain link reusing all 4" back stop posts, 1 5/8" frame work, 9 GA core 8 GA finish wire, and rubber mat covers 6' up backstop. All posts to be set in 42" deep concrete footings.

Total.....\$37,983.00

Optional Demo of old field and backstop.....+\$3,480.00

NOTE: City permit fees will be added to the final balance if applicable.

Signature to accept this bid and terms on next page:

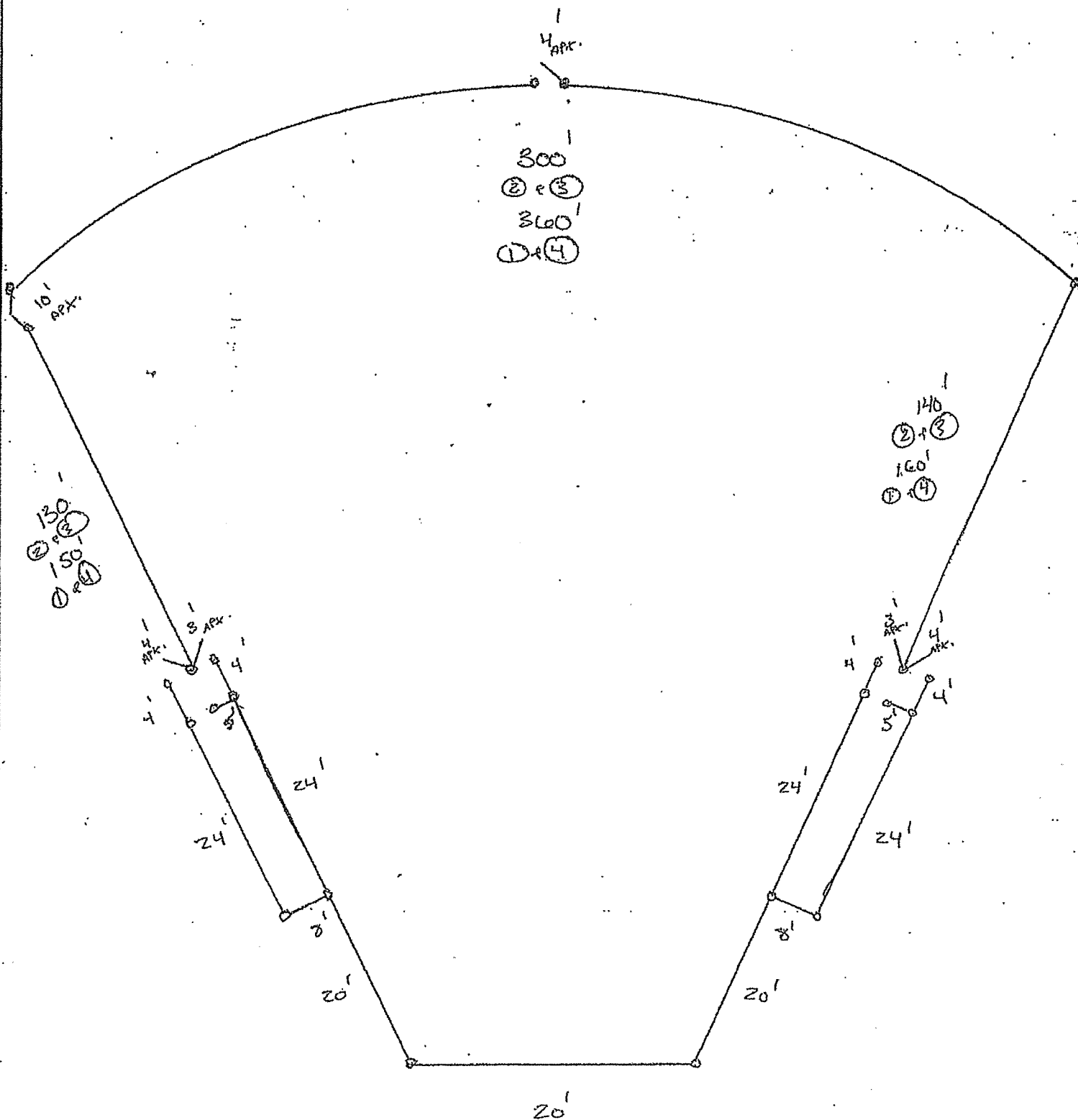
X _____ DATE: _____

YOUR KEY TO SECURITY AND PEACE OF MIND!



26345 Plymouth Rd. Redford, Mi. 48239 | Phone: 313-937-0101
WWW.ANCHORFENCEONLINE.COM Fax: 313-937-0404





07/01/16 -
TPOAM: 06/30/19
- Excerpt -

8D

will continue to have the right to select the carrier, to change carriers and to become self-insured, provided that the new benefits shall be equal to or better than existing benefits. It is further agreed that the only liability assumed under this article is to pay the premiums as provided herein. Any claim settlement between the employee and the insurance carrier shall not be subject to the grievance procedure.

- 29.2 It is further understood and agreed by and between the parties that the Employee shall be afforded a health insurance option upon the following terms (see attached form also):

Health insurance allowance - The Employer shall begin a program to coordinate and to eliminate overlapping health care coverage. Each Employee who chooses to join no Employer-sponsored health care plans (Blue Cross/Blue Shield), and whose spouse has coverage provided, shall be paid three thousand hundred (\$3,000.00) dollars each year for every year that the spouse has coverage and the Employee forgoes Employer coverage. Payments will be made annually, in December, to each Employee who has not been on any Employer-sponsored health care program during the previous calendar year, except that payments will be prorated monthly to meet the dates the Employee first participates and/or ends participation in this program.

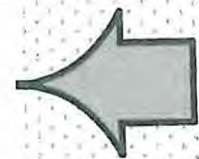
- A. Employees shall be required to show proof that a spouse has health care coverage that includes the Employee before said Employee will be declared eligible to receive the three thousand hundred (\$3,000.00) dollar annual payment.

Re-enrollment protection - Employees, whose spouse's health care plans cease to cover the Employee, must re-enroll in an Employer-sponsored plan immediately subject to the appropriate health insurance carriers implementation.

Upon approval of the insurance carrier, Employees shall be re-enrolled within sixty (60) days of the date the Employee provides documentation to the City that she/he is no longer covered under his/her spousal plan. Employees shall in any event be re-enrolled as soon as permitted by the health insurance carrier.

30.0 TRAINING ASSIGNMENTS

- 30.1 Both the Employer and the Union recognize the value of on-the-job training. Such training is to be encouraged. Training assignments will be made on the basis of ability, seniority, and qualifications; and the full-time Employee being trained will continue to receive his/her current rate of pay.
- 30.2 The Employer shall encourage any full-time Employee of this bargaining unit to continue his/her education by providing, as an incentive, the reimbursement of any personal expenses for tuition costs, provided that the following requirements have been met:



NOTE

- (a) The education course was offered through a recognized and/or accredited college or university;
- (b) The Employee completed the education course and maintained a grade average of "C", or equivalent;
- (c) The Employee did not receive any subsistence, allowance, grant or aid from any other public or private sources while enrolled for the particular education course;
- (d) A written notification has been made to the Employer outlining the proposed advanced educational course(s) to be undertaken by the Employee and giving the name of the institution offering such educational course(s). Such notification shall be provided for each degree program undertaken;
- (e) All requests for tuition reimbursement shall be submitted to the Employer within six (6) months after the completion of any such educational course(s). Such reimbursement shall be made by the Employer within thirty (30) days after the receipt of a request for reimbursement and verification of same; and
- (f) All courses must be directly related to the employee's current employment or promotional opportunities.

30.3 Part-time Employees will be eligible for tuition reimbursement on the same terms and conditions as set forth in Section 30.2 subject to the following:

Each fiscal year the City shall allot \$1,500. Part-time Employees are eligible for up to \$300 for approved courses (up to \$600 if no other eligible employee applies for the allotted funds). Part-time Employees shall submit a request in February (February 1 -February 10) of each year; requests shall be honored as set forth above on a first come first served basis.

All courses must be directly related to the employee's current employment or promotional opportunities.

30.4 All full-time employees must complete training requirements as designated by the Employer.

31.0 BULLETIN BOARD

31.1 The Employer will provide adequate bulletin boards which may be used by the Union for posting notices and pertinent information which may be of interest to the Employees.



Stephen Gerhart

From: Bruce Smith
Sent: Monday, October 09, 2017 9:55 AM
To: Lisa Hathaway; Stephen Gerhart
Cc: Kevin Ketels
Subject: FW: Form for Parcels PTO
Attachments: BSL-CG-1453_39156_7.pdf

Lisa & Steve,

I am forwarding this to you

Bruce Smith

From: Kevin Ketels [<mailto:kevin@ketels.us>]
Sent: Thursday, October 05, 2017 5:03 PM
To: Bruce Smith <bsmith@gpwwmi.us>
Subject: Fw: Form for Parcels PTO

Hi Bruce, what is the process for approval of such a document? This request is time sensitive.

Thanks,
Kevin

----- Forwarded Message -----

From: Paul Michael Abke <Paul@paulabke.com>
To: "kevin@ketels.us" <kevin@ketels.us>
Sent: Thursday, October 5, 2017 3:16 PM
Subject: Form for Parcels PTO

Hi Kevin,

Please see the attached form that needs to be filled out by the council. The state says the application paperwork needs to be completed eight weeks prior to the event. Since we are past that point there is a bit of urgency to see if the state can process our application in less time than stated on the application and initially without the attached form.

Please let me know what you find out and what steps I need to take to get this form on the agenda.

Sincerely,

Paul Abke
President
Parcels PTO

Parcells Holiday Arts & Crafts Bazaar

December 2, 2017

9am - 4pm

\$3 admission (\$2 before 10am)

Stroller friendly ❄️ 12 & under free!



50/50 Raffle
Drawing at
3:30 pm
Tickets
\$1 each
7 for \$5
15 for \$10

Parcells Middle School
20600 Mack Avenue
Grosse Pointe Woods

Parking off Sunningdale behind the school.
Free shuttles run from GP North High School all day!
707 Vernier Road



MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
FILING ENDORSEMENT

This is to Certify that the ARTICLES OF INCORPORATION - NONPROFIT

for

PARCELLS MIDDLE SCHOOL PTO

ID NUMBER: 72065N

received by facsimile transmission on January 17, 2017 is hereby endorsed.

Filed on January 25, 2017 by the Administrator.

This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.



Sent by Facsimile Transmission

*In testimony whereof, I have hereunto set my
hand and affixed the Seal of the Department,
In the City of Lansing, this 25th day
of January, 2017.*

Julia Dale

Julia Dale, Director
Corporations, Securities & Commercial Licensing Bureau

MICHIGAN DEPARTMENT OF LICENSING & REGULATORY AFFAIRS CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU	
Date Received	This document is effective on the date filed, unless a subsequent effective date within 90 days after received date is stated in the document.
Deanna M. Deldin, Clark Hill PLC	
500 Woodward Avenue, Suite 3500	
Detroit, MI 48226-3435	
EFFECTIVE DATE:	

Document will be returned to the name and address you enter above

--

**ARTICLES OF INCORPORATION
OF
PARCELLS MIDDLE SCHOOL PTO
(a Michigan Nonprofit Corporation)**

Pursuant to the provisions of Act 162, Public Acts of 1982, as amended (the "Act"), the undersigned Corporation executes the following Articles:

ARTICLE I

The name of the Corporation is **Parcells Middle School PTO.**

ARTICLE II

The Corporation is organized exclusively for charitable, educational and scientific purposes as described in Section 501(c)(3) of the Internal Revenue Code (the "Code"), by raising funds to enhance the learning experience, educational facilities and opportunities for the students at Charles A. Parcells Middle School, and conducting all activities incidental or necessary to accomplishing the foregoing purposes or otherwise permitted by Section 501(c)(3) of the Code.

ARTICLE III

The Corporation will at all times be conducted as an organization described in Section 501(c)(3) of the Code. The Corporation will not carry on any activities which are not permitted to be carried on by (a) a corporation exempt from federal income tax under Section 501(c)(3) of the Code, (b) a corporation eligible to receive tax deductible contributions under Section 170(c) and Section 2055, Section 2522 or Section 2106 of the Code, or (c) a nonprofit corporation organized under the laws of the State of Michigan pursuant to the Act.

No part of the assets or net earnings of the Corporation may inure to the benefit of or be distributable to its Directors, officers, or other private persons; provided, however, that the Corporation is authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its charitable purposes.

No substantial part of the activities of the Corporation will be the carrying on of propaganda or otherwise attempting to influence legislation. The Corporation will not participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office and will not publish or distribute statements relating to political campaigns.

ARTICLE IV

The Corporation is organized on a non-stock basis.

The Corporation has no real property or personal property assets.

The Corporation is to be financed through contributions and investment income.

The Corporation is organized on a membership basis.

The Members who are present at a meeting in person or by proxy and who have voting powers will constitute a quorum.

ARTICLE V

The name of the resident agent at the registered office is Duane L. Tarnacki.

The address of the registered office is 500 Woodward Avenue, Suite 3500, Detroit, Michigan 48226.

ARTICLE VI

The name and address of the incorporator is Deanna M. Deldin, 500 Woodward Avenue, Suite 3500, Detroit, Michigan 48226.

ARTICLE VII

Except as otherwise provided by law, a Director or volunteer officer of the Corporation is not liable to the Corporation or its Members for money damages for any action taken or any failure to take any action as a Director or volunteer officer.

The Corporation assumes all liability to any person other than the Corporation or its Members for all acts or omissions of a volunteer Director incurred in the good faith performance of his or her duties as a Director.

The Corporation assumes the liability for all acts or omissions of a volunteer officer, provided that:

- (a) the volunteer was acting or reasonably believed he or she was acting within the scope of his or her authority;
- (b) the volunteer was acting in good faith;
- (c) the volunteer's conduct did not amount to gross negligence or willful and wanton misconduct;
- (d) the volunteer's conduct was not an intentional tort; and
- (e) the volunteer's conduct was not a tort arising out of the ownership, maintenance or use of a motor vehicle as described in Section 209(e)(v) of the Act.

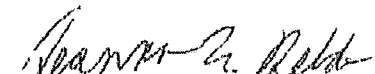
ARTICLE VIII

Upon the termination, dissolution or winding up of the Corporation, all remaining assets of the Corporation will be distributed for a purpose or to an organization or organizations described in Section 501(c)(3) of the Code.

ARTICLE IX

Any action required or permitted by the Act to be taken at an annual or special meeting of Members may be taken without a meeting, without prior notice and without a vote, if a consent in writing, setting forth the action so taken, is signed by the Members or their proxies having not less than the minimum number of votes that would be necessary to authorize or take the action at a meeting at which all Members entitled to vote thereon were present and voted. Prompt notice of the taking of the corporate action without a meeting by less than unanimous written consent shall be given to Members who have not consented in writing.

Signed by the Incorporator this 17th day of January, 2017.


Deanna M. Deldin

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS CORPORATIONS, SECURITIES & COMMERCIAL LICENSING BUREAU		
Date Received		(FOR BUREAU USE ONLY)
		This document is effective on the date filed, unless a subsequent effective date within 90 days after the received date is stated in the document.
Name: Deanna M. Deldin, Clark Hill PLC		EFFECTIVE DATE:
Address: 500 Woodward Avenue, Suite 3500		
City: Detroit	State: MI	
ZIP Code: 48226-3435		

DOCUMENT WILL BE RETURNED TO NAME AND ADDRESS INDICATED ABOVE

CERTIFICATE OF AMENDMENT TO THE ARTICLES OF INCORPORATION

For use by Domestic Profit and Nonprofit Corporations

Pursuant to the provisions of Act 162, Public Acts of 1982, as amended (the "Act"), the undersigned Corporation executes the following Certificate:

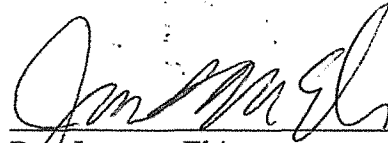
1. The present name of the Corporation is Parcels Middle School PTO.
2. The identification number assigned by the Bureau is 72065N.
3. Article I is hereby amended and restated to read as follows:

ARTICLE I

The name of the Corporation is Parcels Middle School Parent Teacher Organization.

The foregoing amendment to the Articles of Incorporation was duly adopted by the written consent of all the members entitled to vote in accordance with Section 407(3) of the Act.

Dated: 5/22/2017



By: Jeanette Ekin
Its: President

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date:

JUN 15 2017

PARCELLS MIDDLE SCHOOL PARENT
TEACHER ORGANIZATION
20600 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-0000

Employer Identification Number:

82-1701356

DLN:

26053563001387

Contact Person:

CUSTOMER SERVICE

ID# 31954

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

June 30

Public Charity Status:

170(b)(1)(A)(vi)

Form 990/990-EZ/990-N Required:

Yes

Effective Date of Exemption:

January 25, 2017

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

PARCELLS MIDDLE SCHOOL PARENT

Sincerely,

Stephen A. Martin

Director, Exempt Organizations
Rulings and Agreements

Letter 947



Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hillsdale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

(Required by MCL 432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from _____ of _____,
NAME OF ORGANIZATION CITY

county of _____, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL

Yeas: _____

Nays: _____

Absent: _____

DISAPPROVAL

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.

BSL-CG-1153(R6/09)

11A

INVOICE

City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pte. Woods, MI 48236

Date: September 27, 2017
Client No: 64954
Invoice No: 1474135
Page: 1

For Professional Services Rendered

For professional services rendered through September 30, 2017 related to the following: 19,275.00

Progress bill for services rendered in connection with the June 30, 2017 financial statement audit engagement

Balance Due \$ 19,275.00 USD

Remittance information:

Check:

Plante & Moran, PLLC
16060 Collections Center Drive
Chicago, IL 60693

Bank
Routing/ABA#
Bank Address

Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC

ACH:

Bank of America
071000039
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC



KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 1240
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

RECEIVED
OCT 09 2017
CITY OF GROSSE PTE. WOODS
CC
11B

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: City Manager

October 01, 2017
Client: 000896
Matter: 000000
Invoice #: 112909

REGARDING: GENERAL MATTERS

For professional services rendered and expenses incurred relative
to the above matter:

TOTAL \$175.00

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 1240
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: City Manager

October 01, 2017
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Invoice #: 112909

Page: 1

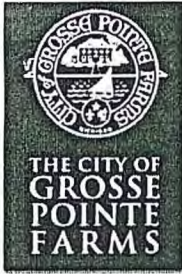
RE: GENERAL MATTERS

For Professional Services Rendered through September 30, 2017

DATE	ATTY	DESCRIPTION	HOURS
9/11/2017	SHS	Attention to review of draft rewrite-up from Public Safety Director regarding employee matter; telephone conference with Mr. Smith regarding same; telephone conference with Mr. Bershback regarding same.	1.00
Total Services			\$175.00

ATTORNEY	HOURS	RATE	AMOUNT
SHS STEVEN H. SCHWARTZ	1.00	\$175.00	\$175.00

Total Amount Due \$175.00



City of Grosse Pointe Farms

90 Kerby Rd
Grosse Pointe Farms, MI 48236

INVOICE

Customer #: X
Invoice Number: 0000003063
Service Date: 09/28/2017
Invoice Date: 09/28/2017
Terms: NET 30
Due Date: 10/28/2017
Balance Due: \$37,155.02

CITY OF GROSSE POINTE WOODS
ATTENTION: SHAWN MURPHY
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
1.000	MUNICIPAL SERVICES	37,155.02	\$37155.02



NOTES: FOR PROPERTIES ON PROVENÇAL IN GROSSE POINTE WOODS FOR THE PERIOD OF 07/01/2017 TO 06/30/2018

PLEASE MAKE CHECKS PAYABLE TO: CITY OF GROSSE POINTE FARMS

Total Invoice:	\$37155.02
Credits Applied:	\$0.00
Payments Applied:	\$0.00
Invoice Balance:	\$37,155.02

Please keep top portion for your records
Please detach bottom portion and return with payment

REMIT PAYMENT TO:
CITY OF GROSSE POINTE FARMS
90 KERBY RD
GROSSE POINTE FARMS, MI 48236

Customer ID: GPW TAX
Invoice Number: 0000003063
Service Date: 09/28/2017
Invoice Date: 09/28/2017
Terms: NET 30
Due Date: 10/28/2017
Balance Due: \$37,155.02

CUSTOMER:
CITY OF GROSSE POINTE WOODS
INVOICE DESCRIPTION:
MUNICIPAL SERVICES



\$ _____
AMOUNT PAID

CITY OF GROSSE POINTE WOODS
PROVENCAL PROPERTIES
2017

<u>ADDRESS</u>	<u>BLDG SEV</u>	<u>TAXES</u>
306 Provencal	\$ 605,800	\$8,693.23
320 Provencal	224,800	\$3,225.88
330 Provencal	399,600	\$5,734.26
338 Provencal	492,200	\$7,063.07
344 Provencal	488,200	\$7,005.67
348 Provencal	175,000	\$2,511.25
350 Provencal	<u>203,600</u>	<u>\$2,921.66</u>
	<u>\$ 2,589,200</u>	<u>\$37,155.02</u>

2017 Tax Rate:	\$14.35
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