



CITY OF GROSSE POINTE WOODS
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

(313) 343-2440
Fax (313) 343-2785

NOTICE OF MEETING
AND
AGENDA

COMMITTEE-OF-THE-WHOLE

Mayor Robert E. Novitke has called a meeting of the City Council, meeting as a Committee-of-the-Whole, for **Monday, October 1, 2012, at 8:00 p.m.** The meeting will be held in the Conference Room of the Municipal Building, 20025 Mack Plaza, 20025 Mack, Grosse Pointe Woods, MI 48236 and is accessible through the Municipal Court doors. In accordance with Public Act 267, the meeting is open to the public and the agenda items are as follows:

1. Call to Order
2. Roll Call
3. Acceptance of Agenda
4. Proposed Solar Ordinance
 - A. Letter 09/26/12 – City Attorney
 - B. Proposed Ordinance: An Ordinance to Amend Chapter 50 Zoning, Article VI Supplemental Regulations, By Adding Sec. 50-539 to Regulate Solar Energy Systems
5. Recreation Supervisor Position
 - A. Memo 09/24/12 - Director of Public Services
6. New Business/Public Comment
7. Adjournment

Alfred Fincham
City Administrator

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, Telecommunications Device for the Deaf (TDD) 313 343-9249, or e-mail the City Clerk at cityclk@gpwmi.us.

cc:
Council – 7
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Rec. Secretary
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CHARLES T. BERSCHBACK

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DON R. BERSCHBACK
OF COUNSEL

September 26, 2012

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

RE. October 1, 2012 COW/Proposed Solar Ordinance

Dear Mayor and Council:

Earlier this year, the Planning Commission discussed the creation of a Solar Ordinance since our Code currently has no regulations whatsoever. The enclosed ordinance has been through several Planning Commission meetings and revisions. The Planning Commission has requested that the Committee of the Whole review this ordinance and provide any input before it goes back to the Planning Commission for scheduling of a public hearing.

Mr. Tutag informs me that there have been no applications for installation of a solar energy system at this time. The Planning Commission has attempted to be proactive on this issue.

Procedurally, a public hearing would occur at the Planning Commission level and then the City Council would also have an opportunity to review the final ordinance prior to considering adoption of it.

No formal action of the Committee of the Whole is required but if there are major issues or concerns at the Committee of the Whole level, they should be addressed prior to conducting a public hearing at the Planning Commission level.

Thank you.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr
Enclosure

cc: Skip Fincham
Gene Tutag
Lisa Hathaway

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ORDINANCE # _____

AN ORDINANCE TO AMEND CHAPTER 50 ZONING,
ARTICLE VI SUPPLEMENTAL REGULATIONS,
BY ADDING SEC. 50-539 TO REGULATE SOLAR ENERGY SYSTEMS

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Solar Energy System means an accessory to a main structure, or an accessory to an accessory structure such as a garage, or an accessory to a use, which is comprised of a combination of solar collector(s) and ancillary solar equipment used to generate electricity primarily for consumption on the property on which the system is located. A Solar Energy System can include a photovoltaic or solar thermal system that uses the sun's energy to produce electricity or heat.

Solar Panel means a grouping, module, or array of photovoltaic cells that produce electricity from sunlight.

Sec. 50-539 Solar Energy Systems.

A Solar Energy System is permitted in any City zoning district. However, it shall be unlawful for any person to install or operate a Solar Energy System unless all of the following conditions are met:

- (1) A building permit and any necessary mechanical, plumbing and electrical permits shall be secured prior to the start of the installation of an Solar Energy System. Dimensioned plans are required with the building permit application.
- (2) Only rooftop Solar Energy Systems are permitted. Free standing or wall mounted Solar Energy Systems are not permitted.
- (3) The Solar Energy System installation shall be configured to the degree practicable to have a minimal visual impact as seen from the street. Systems that are visible from the street must be either composed of building-integrated components (such as solar shingles) that are not readily evident, or be designed and mounted to match the shape, proportions, and slope of the roof.
- (4) Installation of Solar Energy System equipment, including the rails and panels, are subject to the height limitations of the specific zoning district where they are being installed.
- (5) Solar panels shall not be located within four feet of any peak, eave or valley to maintain adequate accessibility.
- (6) Solar panels shall not project more than (1) one foot above the roof deck.

- (7) The following additional design standards shall apply:
- (a) Solar panels shall be arranged so that the panels do not reflect sunlight or glare onto adjacent buildings, properties or roadways.
 - (b) The System shall use materials and colors that blend into the existing roof or wall design.
 - (c) The System shall include high quality mesh to enclose the space between the roof surface and the solar panels to deter animal nesting.
- (8) If a System is defective or not in operation for a period of 12 months, the System shall be deemed a nuisance. The current owner of the property shall be required to either remove the System or repair it at the owner's expense.

First reading:
Second reading:
Published GPN:
Adopted:
Effective:

MEMO 12 - 44

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RECEIVED
SEP 27 2012
CITY OF GROSSE PTE. WOODS

TO: Alfred Fincham, City Administrator

FROM: Joseph J. Ahee, Director of Public Services *ja*

DATE: September 24, 2012

SUBJECT: Full-Time Parks & Recreation Supervisor Position – Public Services

I would like to recommend Nicole Byron for the full-time Parks & Recreation Supervisor position at a starting salary of \$48,000. She has filled this position on a temporary basis since Melissa Sharp resigned effective 7/27/2012. The position was posted internally from 9/11/2012 through 9/19/2012. After reviewing the three applications received, I believe that Nicole is the most qualified candidate for the job. Nicole assisted the previous Parks & Recreation Supervisor for the last 13 seasons and is familiar with all aspects of the position at both Lake Front Park and the Community Center. Nicole received her bachelor's degree in Education from Central Michigan University in 2010. The combination of her education and experience will serve her well in this position.

If you have any questions concerning this matter please contact me.

Cc: Dee Ann Irby
O/F
dm

*Approved
9-25-12
G.F.*