



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

(313) 343-2440
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**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, June 1, 2015, at 7:45 p.m.** The meeting will be held in the Conference Room of the Municipal Building, 20025 Mack Plaza, 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. Allowable Number of Animals
 - A. Committee-of-the-Whole Excerpt 05/11/15
 - B. Letter 05/28/15 – City Attorney
 - C. Proposed Ordinance
5. Building Department Staffing
 - A. Memo 05/13/15 – Building Official
6. City Administrator Position
 - A. Review Applications (35)
 - B. Closed Executive Session to Review Confidential Applications for Employment (7)
7. New Business/Public Comment
8. 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@gpwwmi.us.

cc:
Council – 7
Berschback
Fincham
Hathaway

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File

Committee-of-the-Whole Excerpt
05-11-15

Discussion ensued regarding **ordinance amendments**. The ordinance regarding maximum number of animals was discussed first. Currently the total number of animals (cats and dogs) allowable is two.

Following discussion, there was a majority consensus to direct the City Attorney to prepare an ordinance amendment that would permit four animals (cats and dogs) with a limit of up to three dogs, include criteria for granting a variance, and to look at other regulations other than cats and dogs.

The Mayor stated once the amended ordinance is adopted, administration was asked to post on Nixle, in the City's *Update*, and on the website.

This item is to remain on the Committee-of-the-Whole agenda, and return on June 1st.

CHARLES T. BERSCHBACK

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OF COUNSEL

May 28, 2015

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

RE: Amended Animal Ordinance / COW 06.01.15

Dear Mayor and Council:

I have enclosed a first draft of the changes to the animal ordinance we discussed at the May 11th COW meeting. The changes can be summarized as follows:

1. The existing ordinance prohibited wild animals, but never specifically defined the term. Wild animal is now defined as an addition to Sec. 6-28. The definition came from another city's code book.
2. The maximum number of animals has been increased to allow no more than three dogs, or a combination of dogs and cats totaling no more than four. Provisions would still be allowed for litters up to four months old (increased from 12 weeks).
3. A provision has been added in Sec. 6-38 which would allow an owner to request an exception to the ordinance with a hearing, and providing for general criteria for the Council's consideration and the authority to impose reasonable conditions.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr

Enclosure

cc: Skip Fincham
Lisa Hathaway
Debbie Reed

ORDINANCE # _____

**AN ORDINANCE TO AMEND
CHAPTER 6 ANIMALS,
ARTICLE II DOGS, CATS AND WILD ANIMALS
TO DEFINE WILD ANIMALS, TO INCREASE
THE NUMBER OF DOGS AND CATS ALLOWED AND
TO PROVIDE PROCEDURES FOR REQUESTING EXCEPTIONS
TO THE MAXIMUM NUMBER OF ANIMALS ALLOWED**

The City of Grosse Pointe Woods ordains:

ARTICLE II. - DOGS, CATS AND WILD ANIMALS

Sec. 6-28. - Compliance.

It shall be unlawful for any person to own, possess, harbor, keep, shelter or have custody of a dog, cat or wild animal within the corporate limits of the city contrary to the provisions of this article. Wild animal is hereby defined to mean any live animal which is generally not bred by humans except in zoological, laboratory or similar settings including the following: Any non-human primate, including but not limited to animals commonly known as monkeys, chimpanzees, orangutans, gorillas, gibbons, apes, and baboon, alligator, alligator (family), badger, bear, bison, cat (wild family) including but not limited to cougars, cheetahs, jaguars and tigers, coyote, deer, dog (wild family), dog-wolf, elephant, ferret, insects of the venomous type, lizard (poisonous), martin, opossum (family), ostrich, raccoon, skunk, snakes of the venomous, constrictor or dangerous type, spiders (poisonous), weasel (family), any other animal which a person is prohibited from possessing by state or federal law.

(Code 1975, § 8-11-1; Code 1997, § 6-32)

Sec. 6-38. - Maximum number of animals.


(a) It shall be unlawful for any person to own, possess, harbor, keep, shelter or have custody of more than three dogs, or a combination of dogs and cats totaling four, any of which are over four months old, on the same premises or property; except in any commercial animal establishment, animal shelter, or veterinary hospital or clinic.

(b) If any person wishes to have more than the permissible number of cats and dogs provided for immediately above, that person may seek an exception with the City Council. The applicant shall be a resident of the property where the animal(s) is proposed to be kept. The animal control officer shall investigate the application and make a written report and recommendation to the Council. Adjoining property owners will be notified of the hearing date before the Council. The council shall set a hearing fee by resolution. The Council in its sole discretion may deny or grant the applicant's request after consideration of the following criteria; (i) the reasons or the circumstances surrounding the request; (ii) the risk of disturbing the peace and quiet of the

neighborhood if the request is granted; (iii) any prior violations or complaints relating to this Chapter; and (iv) the total number of animals allowed by this Chapter which are presently kept or will be kept on the property. The Council shall have authority to impose reasonable conditions upon a license for additional dogs or cats.

(Code 1975, § 8-11-14; Code 1997, § 6-42)

CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT
MEMORANDUM

TO: Alfred Fincham, City Administrator
FROM: Gene Tutag, Building Official 
SUBJECT: Turnover of Building Department Part-Time Staff
DATE: May 13, 2015

Recently, one of the Building Department's part-time Clerk I/Code Enforcement Officer, Susan Morgan, found full time work elsewhere. Additionally, Linda Mowen, our other part-time Clerk I has applied for the full-time position that has opened up in the City Clerk's office due to the retirement of Betty Ahee.

If Linda Mowen is selected for the full-time position in the City Clerk's office, the Building Department will be without any trained staff to cover for lunch, breaks, and vacations. We will be faced with the hiring and training of two part-time clerks during one of the busiest times we have in recent years.

Linda will be the 10th part-time employee that has been trained and worked in the Building Department in the past 15 years (see attached list). Most if not all of this turnover is due to the part-time employee finding full-time employment within the city, with another city, or in the private sector.

The continuous posting of the positions (internally and externally), interviewing and the subsequent training are expensive, time-consuming, and counterproductive to daily office operations.

I am requesting permission to hire a permanent full time Clerk I in the Building Department as soon as possible.