

CITY OF GROSSE POINTE WOODS, MICHIGAN  
20025 Mack Plaza Dr.  
Planning Commission Meeting Agenda  
September 25, 2012  
7:30 p.m.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **ACCEPTANCE OF AGENDA**
5. **RECOGNITION OF COUNCIL REPRESENTATIVE/S**
6. **APPROVAL OF MINUTES:**  
Planning Commission – 08/28/12
7. **CONTINUED DISCUSSION: LAND USES & ZONING ON MACK AVENUE**
  - A. PC Excerpt – 05/22/12
  - B. PCW Excerpt – 06/26/12
  - C. PC Excerpt – 06/26/12
  - D. PCW Excerpt – 07/24/12
  - E. PC Excerpt – 07/24/12
  - F. PC Excerpt – 08/28/12
  - G. GPW Zoning District Map (Rev'd 01/07/08) *NOTE: Please bring your copy from prev. mtg.*
8. **SCHEDULE A PUBLIC HEARING: ST. JOHN HOSPITAL & MEDICAL CENTER, 19231/19233 MACK AVENUE. TO INSTALL TEMPORARY HELIPORT IN THE NORTH PARKING LOT.**  
Letter of Request – 10/10/12 (SJH&MC – J. Wild)
9. **BUILDING OFFICIAL'S MONTHLY REPORT:**  
Building Department Report – August 2012
10. **COUNCIL REPORT:**  
September – Fuller
11. **INFORMATION ONLY – COUNCIL REPRESENTATIVE FOR NEXT MEETING:**  
October – Gilezan
12. **NEW BUSINESS:**  
Sub-Committee Reports:  
2020 Plan (Hamborsky/Vitale/Fuller/Gilezan)  
Special Sign (Vaughn/Evola/Fuller/Richardson)

13. **PUBLIC COMMENT:**

14. **ADJOURNMENT:**

Submitted by: Gene Tutag, Building Official - 313-343-2426

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

Notice: 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 said meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or calling the A.D.A. Coordinator or the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2445; or Telecommunications Device for the Deaf (TDD) (313) 343-9249.

**NOTE TO PETITIONERS:**

Please make every effort to be present at the meeting so that public officials  
may get the benefit of your input on the matter before them.

PLANNING COMMISSION  
08/28/12 – 023

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, AUGUST 28, 2012, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:34 p.m. by Chair Gilezan.

Roll Call: Chair Gilezan  
Evola, Fuller, Hamborsky, Rozycki, Richardson, Stapleton, Vaughn

Absent: Vitale

Also Present: Building Official Tutag  
City Attorney C. Berschback  
Recording Secretary Babij Ryska

Motion by Richardson, seconded by Fuller, that Planning Commission Member Vitale be excused from tonight's meeting.

MOTION CARRIED by the following vote:

YES: Evola, Fuller, Gilezan, Hamborsky, Rozycki, Richardson, Stapleton, Vaughn  
NO: None  
ABSENT: Vitale

Motion by Evola, seconded by Vaughn, 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: Evola, Fuller, Gilezan, Hamborsky, Rozycki, Richardson, Stapleton, Vaughn  
NO: None  
ABSENT: Vitale

Motion by Richardson, seconded by Evola, regarding **Approval of Minutes**, that the Planning Commission Workshop and Regular Meeting minutes dated July 24, 2012 be approved.

MOTION CARRIED by the following vote:

YES: Evola, Fuller, Gilezan, Hamborsky, Rozycki, Richardson, Stapleton, Vaughn  
NO: None  
ABSENT: Vitale

PLANNING COMMISSION  
08/28/12 – 024

The first item on the agenda was a **Proposed Façade Change: Eugenio Painting, 19803/19807 Mack Avenue**. Building Official Tutag provided an overview of the proposed changes, noting that the specifications of the project adhere to the architectural and colonial design standards set forth by the City's Zoning Ordinance. Robert Ban of Stucky Vitale Architects addressed the Commission on behalf of Eugenio Paining. Discussion ensued regarding the functionality and aesthetics of the proposed renovations.

Motion by Evola, seconded by Vaughn, regarding **Proposed Façade Change: Eugenio Painting, 19803/19807 Mack Avenue**, that the Planning Commission approve the application and site plans dated August 20, 2012.

MOTION CARRIED by the following vote:

YES: Evola, Fuller, Gilezan, Hamborsky, Rozycki, Richardson, Stapleton, Vaughn  
NO: None  
ABSENT: Vitale

The next item on the agenda was **Continued Discussion: Land Uses & Zoning on Mack Avenue**. Chair Gilezan gave an overview of the topic indicating that the main concern is the future of drive-thru fast food restaurants and zoning on Mack Avenue. The Commission determined that the term "fast food" needs to be clarified. Building Official Tutag stated that many communities use a list of characteristics to assist in the definition. Discussion then turned to the task of regulating drive-thru establishments. The City Attorney and Building Official will meet with John Jackson of McKenna Associates, Inc. to redefine "fast food" and develop language to limit drive-thru food establishments to the C-2 district.

The next item on the agenda was the **Building Official's Monthly Report**. Mr. Tutag reported the following:

- Sherwin Williams recently reopened.
- Mack Avenue Diner will reopen after the holiday and they will be applying for a sidewalk café permit.
- Subway is also considering an application of a sidewalk café permit.
- The Rivers project is well under way, the sewers are installed and the City received plans for condos. Thirty-four units have already been sold. People are already signing up on a waiting list for the independent living apartments
- Department is about three weeks behind in rental and sale inspections.
- A fitness studio is looking at the Ritz property.
- Mack Avenue Diner is looking into bringing a beer and wine license to their establishment.
- Application for the proposed temporary heliport at St. Johns has not yet been received.

## PLANNING COMMISSION

08/28/12 – 025

Commission Member Evola gave the **August 2012 Council Reports:**

- August 6<sup>th</sup> meeting: Woods Wine sign variance approved. Council passed a Resolution mandating that DTE maintain their infrastructure to avoid the excessive number of power outages.
- July 16<sup>th</sup> meeting: Representative from Rizzo was present to hear the concern of the overflow of trash on Mack Avenue on the weekends. The Director of Public Services will work with Rizzo on this issue.

Chair Gilezan will attend the September 10<sup>th</sup> Council Meeting and Commission Member Fuller will attend the September 17<sup>th</sup> meeting.

The following **Sub-Committee Reports** were provided:

**2020 Plan** – Commission Member Hamborsky reported that the sub-committee met and put together an action list that will be presented at the September 27<sup>th</sup> meeting for input. Then the sub-committee will meet a couple more times to present to Council before the end of the year.

**Special Sign Ordinance** – Nothing to report.

Motion by Rozycki, seconded by Stapleton, to adjourn the Planning Commission meeting at 9:27 p.m. Passed unanimously.

PLANNING COMMISSION EXCERPT  
05/22/12

Discussion ensued regarding **Land Uses & Zoning on Mack Avenue**. Building Official Tutag distributed the Future Land Use Map as set forth in the City's Master Plan (dated 10/18/05), Sec 50-448, Permitted Uses for RO-1 (restricted office) districts, and Sec 50-370, Permitted Uses for C (commercial) districts. Mr. Tutag suggested that the Planning Commission review the Future Land Use Map and determine if they should proceed with any changes. After a brief dialogue, the Commission set a **Workshop meeting on June 26, 2012 at 6:30 p.m.** to discuss the issue.

PLANNING COMMISSION WORKSHOP EXCERPT  
06/26/12

The first item on the agenda was regarding **Continued Discussion: Land Uses & Zoning on Mack**. Building Official Tutag gave an overview of the topic stating that he recommends the Commission review the Future Land Use Map and consider rezoning sections of Mack Avenue to attract businesses. The City has received interest in property currently zoned RO-1 – Restricted Office from a restaurant establishment containing a drive-thru, which is not a permitted use in that zone. Discussion ensued among Commission members regarding the practicality of having high volume businesses on the City's main corridor while maintaining the City's high safety and aesthetic standards. The Commission requested that Mr. Tutag contact the City Attorney to determine what regulations could be put in place to uphold those standards. An alternative option to rezoning to "commercial" is to create a "retail" district.

Consensus of the Commission is to schedule a Workshop meeting to further discuss this issue on July 24, 2012 at 6:30 p.m. Chair Gilezan requested that the current zoning map be included in the packet.

PLANNING COMMISSION EXCERPT  
06/26/12

The first item on the agenda was **Continued Discussion: Land Uses & Zoning on Mack Avenue**. Chair Gilezan stated that this topic was addressed at the Workshop meeting immediately proceeding tonight's meeting. Mr. Tutag will contact the City Attorney to determine what regulations could be put in place to uphold the City's high safety and aesthetic standards. He will also provide sample ordinances relating to drive-thru establishments.

Chair Gilezan scheduled a **Workshop meeting** to further discuss this issue on **July 24, 2012 at 6:30 p.m.**



PLANNING COMMISSION WORKSHOP EXCERPT  
07-24-12

The first item on the agenda was regarding **Continued Discussion: Land Uses & Zoning on Mack**. Building Official Tutag gave an overview of the topic and the discussions from the last Workshop meeting. The City has received interest in property currently zoned RO-1 – Restricted Office from a restaurant establishment containing a drive-thru, which is not a permitted use in that zone. The property in question is the former Bank of America located at 20559 Mack Ave. The Commission's concern is the viability of the property if it remains zoned RO-1 and the adverse consequences of rezoning it Commercial. The Commission continues to be conscientious of maintaining the City's high safety and aesthetic standards.

Discussion continued regarding the legality of a ban on drive-thru establishments. Another option is to strengthen the current regulations in the Commercial district before making any rezoning decisions. The Commission agreed that the City Attorney, along with the Building Official and John Jackson of McKenna Associates, Inc., will review the City's current regulations and those of like communities to determine a course of action. The Commission will formally retain Mr. Jackson's services at tonight's regular meeting.

PLANNING COMMISSION EXCERPT  
07/24/12

The next item on the agenda was **Continued Discussion: Land Uses & Zoning on Mack Avenue**. Chair Gilezan stated that this topic was addressed at the Workshop meeting immediately preceding tonight's meeting. The City Attorney, along with the Building Official and John Jackson of McKenna Associates, Inc., will review the City's current regulations and those of like communities to determine if it is in the best interest of the City to consider rezoning certain districts to promote viability of properties.

Motion by Evola, seconded by Hamborsky, that the Planning Commission retain the consulting services of John Jackson of McKenna Associates, Inc., for the purpose of reviewing and making recommendations for the City's Commercial District, for a cost not to exceed \$1,000, with funds to be taken from Account No. 101-105-880.500.

MOTION CARRIED by the following vote:

YES: Evola, Fuller, Gilezan, Hamborsky, Rozycki, Richardson, Stapleton, Vaughn

NO: None

ABSENT: Vitale

The City Attorney will do a preliminary check of case law regarding business appeals regulations. Continued Discussion: Land Uses & Zoning on Mack Avenue will be listed as an agenda item for the August 28, 2012 meeting.

PLANNING COMMISSION EXCERPT  
08/28/12

The next item on the agenda was **Continued Discussion: Land Uses & Zoning on Mack Avenue**. Chair Gilezan gave an overview of the topic indicating that the main concern is the future of drive-thru fast food restaurants and zoning on Mack Avenue. The Commission determined that the term "fast food" needs to be clarified. Building Official Tutag stated that many communities use a list of characteristics to assist in the definition. Discussion then turned to the task of regulating drive-thru establishments. The City Attorney and Building Official will meet with John Jackson of McKenna Associates, Inc. to redefine "fast food" and develop language to limit drive-thru food establishments to the C-2 district.



**ST. JOHN HOSPITAL  
& MEDICAL CENTER**

22101 Moross Road  
Detroit MI 48236-2172

September 10, 2012

Mr. Gene Tutag  
Building Official  
Safety Inspection Division  
City of Grosse Pointe Woods  
20025 Mack Plaza Drive  
Grosse Pointe Woods, MI 48236-2397

Subject: St. John Hospital and Medical Center  
North Parking Lot Helistop Project

Dear Gene:

Thank you for your assistance in determining the necessary steps to apply for the helipad special land use in the St. John Hospital North Parking Lot, at 19231 and 19233 Mack Avenue, Grosse Pointe Woods, Michigan.

As such, please accept this letter as the Hospital's Special Land Use Application.

Per your correspondence of August 21, 2012, attached please find check number 1414253 in the amount of \$850.00. This is intended to cover the cost of the Building Official and Planning Commission site plan review, Planning Commission public hearing and City Council public hearing.

The requested drawings and site plan review checklist will be arriving separately in the next few days.

Thank you again for your assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Wild".

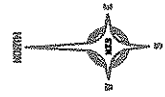
Jim Wild, P.E.  
Administrator, Engineering and Maintenance  
St. John Hospital and Medical Center  
313-343-3881



- |                             |   |
|-----------------------------|---|
| R-1A ONE-FAMILY RESIDENTIAL | R-3 PLANNED MULTIPLE FAMILY RESIDENTIAL |
| R-1B ONE-FAMILY RESIDENTIAL | R-4 HIGH DENSITY MULTIPLE DWELLING      |
| R-1C ONE-FAMILY RESIDENTIAL | RO-1 RESTRICTED OFFICE                  |
| R-1D ONE-FAMILY RESIDENTIAL | C-2 HIGH INTENSITY CITY CENTER          |
| R-1E ONE-FAMILY RESIDENTIAL | P-1 VEHICULAR PARKING                   |
| R-2 TWO-FAMILY RESIDENTIAL  |   |
| C COMMERCIAL BUSINESS       |   |
| C.F. COMMUNITY FACILITIES   |   |

NOTE: SEE CITY BASE MAP & RELATED PLAT SHEETS  
FOR DETAILED DISTRICT DIMENSIONS.

APPROVED BY PLANNING COMMISSION: NOVEMBER 22, 1983  
ADOPTED BY CITY COUNCIL: FEBRUARY 27, 1984 EFFECTIVE: MAY 11, 1984  
REVISED: MAY 28, 1989  
REVISED: APRIL 2, 2007  
REVISED: JANUARY 7, 2008



# ZONING DISTRICT MAP

## GROSSE POINTE WOODS MICHIGAN

**City of Grosse Pointe Woods  
BUILDING DEPARTMENT  
Monthly Financial Report – August 2012**

Permits Issued:	214	
Rental Certificates:	17	Total Amount: \$ 45,757
Vacant/Foreclosure:	1	

**CODE ENFORCEMENT**

Abandoned/Foreclosure Compl. Notices Issued:	1
# of Complaints Investigated by Code Enforcement:	35
Closed Due to Compliance:	33
Open for Longer Compliance Time:	2
Citations Issued:	2
Early Trash Notices:	3
Code Violation Notices to Residents:	25
Tall Grass Notices Issued:	42
Stop Work notices to Contractors (working w/o permit):	10
Outside Storage:	6

**NEW BUSINESS**