

PLANNING COMMISSION
06/28/11 – 023

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JUNE 28, 2011, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:31 p.m. by Chair Vaughn.

Roll Call: Chair Vaughn
Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vitale

Absent: Nederhood

Also Present: Building Official Tutag
City Attorney C. Berschback
City Clerk Hathaway
Director of Public Safety Pazuchowski
Traffic Safety Officer Koerber

Also in Attendance: Council Member Ketels, Planning Commission Representative
Council Member Sucher

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

Motion carried by the following vote:

YES: Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vaughn, Vitale
NO: None
ABSENT: Nederhood

The Commission, Administration, and audience Pledged Allegiance to the Flag.

Motion by Evola, seconded by Vitale, that all items on tonight's agenda be received, placed on file, and taken in order of appearance, and that the following be added:

Item 7P: Letter 06/23/11 – City Attorney w/attachments:

- (1) Resolution Regarding Recommended Approval With Conditions of University Liggett School
- (2) Resolution Regarding Recommended Denial of University Liggett School

Motion carried by the following vote:

YES: Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vaughn, Vitale
NO: None
ABSENT: Nederhood

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Chair Vaughn welcomed City Council Planning Commission Representative Ketels and Council Member Sucher for being in attendance at tonight's meeting.

Motion by Gilezan, seconded by Dickinson, regarding **Approval of Minutes**, that the Planning Commission Meeting minutes dated May 24, 2011, be approved as amended.

Motion carried by the following vote:

YES: Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Nederhood

Motion by Evola, seconded by Hamborsky, that the meeting be opened at 7:36 p.m. for a **Public Hearing** to hear the application of the **University Liggett School, 1045 Cook Road, Grosse Pointe Woods**, for **site plan review and special land use** in accordance with Chapter 50, Article III District Regulations, Division 6 C.F. Community Facilities District, Sections 50-338 and 50-339.

The Building Official provided a project overview.

Motion by Fuller, seconded by Vitale, that for purposes of the public hearing the following items be received and placed on file:

- A. PCW Excerpt – 05/24/22
- B. Affidavit of Legal Publication – 06/09/11
- C. Affidavit of 300' Radius Notice – 06/09/11
 - (1) Aerial Map – 06/09/11
 - (2) List of Property Owners Notified
- D. Letter of Request - 05/16/11 Centerbrook (H. Altman)
- E. Traffic Study Letter – 05/05/11 – Milone & MacBroom (T. Daly)
- F. Traffic Safety Addendum – 06/06/11 – Milone & MacBroom (T.Daly & N.Fomenko)
- G. Memo – 06/13/11 – Fire Inspector (Provost)
- H. Letter – 06/15/11 – Fire Protection Eng & Bldg Code Consulting (P. Sherman)
- I. Memo – 06/16/11 – Public Works Director (Ahee)
- J. Memo – 06/16/11 – Traffic Safety Officer (Koerber)
- K. Letter – 06/17/11 – Traffic Improvement Association (D. Allyn)
- L. Memo – 06/21/11 – City Administrator (Fincham)
- M. Memo – 06/14/11 – Building Official (Tutag)
- N. Site Plan Review Meeting Checklist
- O. Site Plan Document Review
 - (1) Sheet T1.0 – Cover Sheet – 05/10/11
 - (2) Sheet 1 – Boundary & Topographical Survey – 07/14/08
 - (3) Sheet 2 - Boundary & Topographical Survey – 07/14/08
 - (4) Sheet 3 - Boundary & Topographical Survey – 07/14/08
 - (5) Sheet 4 - Boundary & Topographical Survey – 07/21/08
 - (6) Sheet C1.0 – Site Utility Plan – 05/10/11
 - (7) Sheet MA1.0 – Existing Campus Plan – 05/10/11
 - (8) Sheet MA1.1 – Proposed Campus Plan – 05/10/11

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- (9) Sheet MA1.2 – Site Plan 1st Floor – 05/10/11
- (10) Sheet MA1.3 – Site Plan Lower Level – 05/10/11
- (11) Sheet MA1.4 – Site Plan 2nd Floor – 05/10/11
- (12) Sheet AO-1 – Code Summary – 05/10/11
- (13) Sheet AO.2 – Code Plans 1st Floor Plan – 05/10/11
- (14) Sheet AO.3 – Code Plans Lower Level 2nd & 3rd Floor Plan – 05/10/11
- (15) Sheet A1.0 – Proposed Lower Level Campus Plan – 05/10/11
- (16) Sheet A1.0b – Connector & Library Lower Level – 05/10/11
- (17) Sheet A1.1 – Proposed 1st Floor Campus Plan – 05/10/11
- (18) Sheet A1.1a – Middle School Renovations 1st Floor – 05/10/11
- (19) Sheet A1.1b – Connector & Library 1st Floor – 05/10/11
- (20) Sheet A1.1c – Lower School Renovations – 05/10/11
- (21) Sheet A1.1d – Upper School South Stair Renovations – 05/10/11
- (22) Sheet A1.2 – Proposed 2nd Floor Campus Plan – 05/10/11
- (23) Sheet A1.2a – Middle School Renovations 2nd Floor – 05/10/11
- (24) Sheet A1.3 – Proposed Roof Campus Plan – 05/10/11
- (25) Sheet A1.3a – Middle School Renovations Roof Plan – 05/10/11
- (26) Sheet A1.3b – Connector Roof Plan – 05/10/11
- (27) Sheet A3.1 – Exterior Building Renovations – 05/10/11

P. Letter 06/23/11 – City Attorney

- (1) Proposed Resolution for Approval
- (2) Proposed Resolution for Denial

Motion carried by the following vote:

YES: Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Nederhood

Following individuals presented overviews regarding the proposed project:

Hank Altman
Centerbrook Architects
Centerbrook, CT

Nick Fomenko, Project Transportation Engineer
Milone & MacBroom
Cheshire, CT

Joseph Healy for University Liggett School
Resides in Grosse Pointe Woods

Dan Koerber
Grosse Pointe Woods Traffic Safety Officer

The Chair asked if anyone from the audience wished to speak in favor of the proposed request. The following individuals were heard:

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Roberta Simone-Popovic
1171 Torrey

John Sheoris
985 Crescent Lane

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. No one wished to be heard.

Harold Ruttan
1181 Torrey

Motion by Evola, seconded by Vitale, that the public hearing BE CLOSED at 8:38 p.m. PASSED UNANIMOUSLY.

At the request of the Chair, the following individual responded to questions:

Dave Allen
Traffic Improvement Association

Motion by Vitale, seconded by Evola, regarding Public Hearing: Site Plan Review and Special Land Use, University Liggett, 1045 Cook Road, Grosse Pointe Woods, MI, that the City Council concur with the recommendation of the Planning Commission and adopt the following resolution approving this request:

**PLANNING COMMISSION RESOLUTION
REGARDING RECOMMENDED APPROVAL WITH CONDITIONS OF
UNIVERSITY LIGGETT SCHOOL**

Minutes of a regular meeting of the Planning Commission of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, held on Tuesday, June 28, 2011, at 7:30 o'clock p.m., Eastern Standard Time.

PRESENT: Members _____.

ABSENT: Member _____

The following preamble and resolution were offered by Member _____ and seconded by Member _____.

WHEREAS, University Liggett School ("Liggett") has submitted an application for site plan review and special land use at 1045 Cook Road, Grosse Pointe Woods, and;

WHEREAS, a public hearing occurred on June 28, 2011 for the project which entailed site plan review under Sec. 50-34 through Sec. 50-42, and special land use approval under Sec. 50-32, and;

WHEREAS, the Planning Commission has received and place on file numerous documents in support of the application including memos from the Building Department, Public Safety Department, and City Attorney;

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NOW THEREFORE IT IS HEREBY RESOLVED AS FOLLOWS:

1. Site Plan Review: The Planning Commission hereby recommends to Council that the site plan be approved with conditions. The Planning Commission adopts as findings the facts and the information contained in the memos submitted by staff, including but not limited to, the Building Department Memo, Public Safety Department Memo, the City Engineer letter and the City Attorney letter.

2. Special Land Use Approval: With respect to special land use approval under Sec. 50-32, the Planning Commission hereby recommends that the City Council approve the special land use request with conditions. The Planning Commission finds that the general requirements for special land use approval have been met as outlined by the information received and placed on file at the public hearing.

3. Conditions of approval:

- a) That a right turn lane just east of Chalfonte to the entrance drive to the Lower School drive and improvements to the existing parking shown on the proposed Middle School circulation plan dated 6/3/2011, prepared by Milone & MacBroom (copy attached) be constructed and implemented, as indicated in correspondence dated June 17, 2011 from David F. Allyn, City Administrator Al Fincham dated June 21, 2011 and from Traffic Safety Officer Daniel T. Kroeber dated June 16, 2011. (copy's attached).
- b) No permits are issued until an engineering review of the required right turn lane and water or sewer taps has been accomplished.
- c) The applicant will comply with all the fire protection issues listed in correspondence from Philip R. Sherman P.E. dated June 15, 2011 and that the existing top soil is removed from the fire lane and, that the installation of horns and strobe listed in item 3.a. of the aforementioned, be at the direction of the Fire Inspector. (copy attached).
- d) Work to commence within 6 months of City Council approval and be completed within one year.

4. Immediate Certification: This motion is immediately certified.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED

City Clerk

CERTIFICATION

I, Lisa Kay Hathaway, 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 June 28, 2011, 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.

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Lisa Kay Hathaway
City Clerk

Motion carried by the following vote:

YES: Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Nederhood

Motion by Evola, seconded by Fuller, that the previous motion be immediately certified.

Motion carried by the following vote:

YES: Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Nederhood

The Chair declared a recess at 9:24 p.m., and reconvened at 9:31 p.m.

The next item on the agenda was the **Building Official's Monthly Report**, and the following was reported:

- Andiamo will be opening an outdoor café soon, which will be located on Mack Avenue.
- Permit activity has been busy.

Commission Member Nederhood was absent, and therefore unable to provide the **May 2, 2011 Council Report**.

The following **Subcommittee Reports** were provided:

- **2020 Plan** – Commission Member Hamborsky stated that the subcommittee has not yet met and has nothing to report.
- **Business & Development** – Nothing to report. The Chair suggested that the Commission consider appointing a Chair to this sub-committee.

Motion by Vaughn, seconded by Fuller, that Planning Commissioner Evola be appointed Chair of the Business and Development Sub-Committee.

Motion carried by the following vote:

YES: Dickinson, Evola, Fuller, Gilezan, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Nederhood

- **Special Sign Ordinance** – The Chair asked the Commission to submit names for recommended

appointments to serve on this Committee.

Under New Business, the following items were discussed:

- Flooded areas surrounding University Liggett. The City Attorney stated he is referring affected property owners to the Director of Public Works. A follow-up report was requested to be returned to the Planning Commission.
- The City Attorney advised the Commission regarding the recent recommendation regarding ordinance relating to consignment sales and permitted uses, which was to make no changes to the ordinance, that a new/similar request is being made by the Neighborhood Club on Mack Avenue in Grosse Pointe Woods, and will be addressed by the Zoning Board of Appeals on August 1, 2011.

Motion by Dickinson, seconded by Hamborsky, to adjourn the Planning Commission meeting at 9:42 p.m. Passed unanimously.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk