

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting Agenda
January 25, 2011
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 – 12/14/10
7. **APPOINTMENTS - ELECTION OF CHAIR AND VICE-CHAIR/SECRETARY**
8. **ADOPTION OF RULES OF ORDER AND PROCEDURE:**
 - A. PC Excerpt - 01/26/10
 - B. Rules of Order and Procedure - 1/26/10
9. **DISCUSSION: GPW PLANNING COMMISSION ANNUAL REPORT 2010:**
 - A. Memo – 01/20/11 (Tutag)
 - B. DRAFT GPW Planning Commission Annual Report 2010 - 01/13/11
10. **PLANNING COMMISSION SCHEDULE REVIEW PRESENTED BY CHAIR FULLER**
 - A. Planning Commission Schedule 2010
 - B. Planning Commission Schedule 2011
11. **BUILDING OFFICIAL'S MONTHLY REPORT:**
 Building Department Report – December 2010
12. **COUNCIL REPORT:**
 January – Dickinson
13. **INFORMATION ONLY - COUNCIL REPRESENTATIVE FOR NEXT MEETING:**
 February - Evola
14. **NEW BUSINESS:**
 Sub-Committee Reports:
 2020 Plan (Hamborsky/Vitale/Fuller/Gilezan)
 Business & Development (Evola/Nederhood/Richardson/Vaughn)
15. **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
12/14/10- 054

6

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS
HELD ON TUESDAY, DECEMBER 14, 2010, IN THE COUNCIL-COURT ROOM OF THE
MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:33 p.m. by Chair Fuller.

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

Absent: Nederhood

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

Motion by Evola, seconded by Vaughn, that 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

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

Motion by Richardson, seconded by Evola, regarding **Approval of Minutes**, that the
Planning Commission Meeting minutes dated November 23, 2010 be approved.

MOTION CARRIED by the following vote:

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

PLANNING COMMISSION
12/14/10– 055

The next item on the agenda was the **Building Official's Letter Regarding Neon Signs – 11/18/10**. Building Official Tutag explained steps taken to gain compliance.

The next item on the agenda was concerning **Neon Sign Appeal: Bank's Pointe Vacuum, 20187 Mack Avenue**.

Motion by Richardson, seconded by Gilezan, that the Planning Commission **recommend the City Council deny** the Neon Sign Appeal of **Bank's Pointe Vacuum, 20187 Mack Avenue**.

MOTION CARRIED by the following vote:

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

The next item on the agenda was concerning **Neon Sign Appeal: Samira's Family Fashion, 21027 Mack Avenue**.

Motion by Evola, seconded by Richardson, that the Planning Commission **recommend the City Council deny** the Neon Sign Appeal of **Samira's Family Fashion, 21027 Mack Avenue**.

MOTION CARRIED by the following vote:

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

The next item on the agenda was concerning **Neon Sign Appeal: David C. Secord, D.D.S., 20259 Mack Avenue**. The following individual was heard:

David C. Secord, D.D. S.

Motion by Vaughn, seconded by Richardson, that the Planning Commission **recommend the City Council deny** the Neon Sign Appeal of **David C. Secord, D.D.S., 20259 Mack Avenue**.

MOTION CARRIED by the following vote:

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

PLANNING COMMISSION
12/14/10– 056

The next item on the agenda was concerning **Neon Sign Appeal: Merit Woods Pharmacy, 19325 Mack Avenue**. The following individual was heard:

Gary M. Wilson,
Wilson & Cain, P.A.

Motion by Vaughn, seconded by Evola, that the Planning Commission **recommend the City Council deny** the Neon Sign Appeal of **Merit Woods Pharmacy, 19325 Mack Avenue**.

MOTION CARRIED by the following vote:

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

The next item on the agenda was concerning **Neon Sign Appeal: Little Tony's, 20513 Mack Avenue**. The following individual was heard:

Carolyn Alfonsi

Motion by Evola, seconded by Richardson, that the Planning Commission **recommend the City Council deny** the Neon Sign Appeal of **Little Tony's, 20513 Mack Avenue**.

MOTION CARRIED by the following vote:

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

The next item on the agenda was concerning **Neon Sign Appeal: Friends Hair & Nails Salon, 19877 Mack Avenue**. The following individual was heard:

John Gerlach

Motion by Gilezan, seconded by Evola, that the Planning Commission **recommend the City Council deny** the Neon Sign Appeal of **Friends Hair & Nails Salon, 19877 Mack Avenue**.

MOTION CARRIED by the following vote:

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

PLANNING COMMISSION
12/14/10– 057

Motion by Vaughn, seconded by Vitale, that the Planning Commission immediately certify the previous motions regarding the Neon Sign Appeals, Items 8 through 13 on the agenda, from Bank's Pointe Vacuum, Samira's Family Fashion, David C. Secord, D.D.S., Merit Woods Pharmacy, Little Tony's, and Friends Hair & Nails Salon.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Nederhood

The next item on the agenda was **Planning Commission Attendance – 2011 Monthly Meeting Schedule**. Chair Fuller stated that this item is for informational purposes only.

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

- The Cook Road development is proceeding and the Building Department anticipates an informal submission to the Planning Commission in January.

Commission Member Richardson, on behalf of Commission Member Vitale, gave the **December 2010 Council Report**:

- December 6th meeting: Short meeting. Gave an award to an Eagle Scout.
- December 13th COW meeting: Committee-of-the-Whole recommended Council authorize the purchase of new Public Safety Scout Cars.

City Attorney Don Berschback informed the Planning Commission that there is a vacancy on City Council. Council will appoint a new member to serve until the November 2011 Election. Interested parties must submit their intentions to the City Clerk's Office by January 10, 2011. Applicant submissions will be considered at a Committee-of-the-Whole meeting on January 24, 2011.

Commission Member Dickinson will attend the Council Meetings in January.

Under **New Business**, the following **Subcommittee Reports** were provided:

PLANNING COMMISSION
12/14/10– 058

2020 Plan - Nothing to report.

Business & Development – Nothing to report.

Motion by Evola, seconded by Dickinson, to adjourn the Planning Commission meeting at 8:58 p.m. Passed unanimously.

PLANNING COMMISSION EXCERPT
01/26/10

Motion by Fuller, seconded by Evola, that the Planning Commission approve and adopt the **Rules of Order and Procedure** as presented.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Dickinson

RULES OF ORDER AND PROCEDURE
OF
PLANNING COMMISSION
OF
GROSSE POINTE WOODS

1. The Planning Commission shall be constituted and shall have powers and perform such duties as are provided for in Section 1, Chapter 4, of the City Code of the City of Grosse Pointe Woods.
2. The officers of the Planning Commission shall be a Chair, and Vice Chair/Secretary. The Chair shall preside at all Planning Commission meetings, and in the Chair's absence, the Vice Chair/Secretary shall act in such place and stead.
3. The terms of office of the Chair and Vice Chair/Secretary shall be for a period of one (1) calendar year, or until their respective successors shall be elected and have qualified. At the first scheduled meeting of each calendar year, the Commission shall appoint from among its members, a Chair and Vice Chair/Secretary who shall be seated at the next regularly scheduled meeting.
4. The City Clerk or the Clerk's agent shall record all proceedings of the Planning Commission.
5. The Planning Commission shall hold regular meetings on the fourth Tuesday in each month, except December, which shall be held on the second Tuesday, as such time and at such Planning Commission shall determine.
6. Special meetings of the Planning Commission shall be called by the City Clerk upon the written request of the Chair, endorsed in writing of two other members, or in such absence, by the Vice Chair/Secretary, endorsed in writing by two other members; or the written request of any three members of the Planning Commission on at least twenty-four (24) hours written notice to each member of the Planning Commission served personally or left at the place of residence; or by a majority affirmative vote of those present at a Planning Commission meeting.
7. No business shall be transacted at any special meeting of the Commission unless the same shall have been stated in the notice of such meeting, provided that the provisions hereof may be waived by consent of the members of the Commission present and the written consent of the absent members.
8. All meetings, both regular and special, shall be open to the public.
9. The majority of the members of the Planning Commission in office shall constitute the quorum for the transaction of business at any meeting thereof and in the event of a lack of quorum, the members of the Commission so present shall adjourn any such meeting to a later date.

10. The business of all meetings of the Commission shall be transacted, so far as possible, in the following order:

Roll Call
Approval of minutes
Matters appearing upon the Agenda
New Business

11. The presiding officer shall preserve order and decorum and shall speak to points of order in preference to other members. The presiding officer shall decide questions of order subject to appeal to the Commission, which appeal must be duly moved and seconded and sustained by majority vote of the Commission.

12. Before any member of the Commission, officers, or person in the audience may address the Commission, permission to do so must be obtained from the presiding officer, provided that any person having the floor shall not be interrupted unless ruled out of order by the presiding officer.

13. Approval of the Planning Commission shall be evidenced by a duly adopted motion or resolution of the Commission and by the execution of the "approval stamp" affixed to the front elevation of the building, the Plot Plan, the plat, the subdivision restrictions, the property use statement and other documents, as the case may be requiring approval by the Chair, or in the Chair's absence, by the Vice Chair/Secretary of the Commission, and when so approved the same shall be delivered to the City Clerk for further processing.

14. The Chair, in consultation with the Building Official, shall prepare an agenda of all matters which will be considered at each meeting, which agenda shall be distributed among the Commission members at least forty-eight (48) hours prior to the time of holding the meeting. Any matter not on the agenda shall not be acted upon without the unanimous consent of the members of the Commission present at such meeting, provided, if any matter is presented upon motion duly made and seconded, objection to action thereon shall be immediately voiced by any objecting members of the Commission before discussion is entered upon and, if no such objection is voiced, no objection shall thereafter be voiced to any action taken or proposed to be taken.

15. Upon request of a majority of the members of the Commission present, any question PROPERLY before the Commission shall be put to vote; such request for a vote shall be acted upon immediately without further discussion of the subject, and shall thereupon bring the question to a direct vote upon a motion to table, a motion to refer, a motion to amend, or upon the main question, in the order named.

16. At the request of a Commission member, any question shall be divided if such question, in the opinion of the presiding officer, is subject to division and shall be submitted as divided.

17. No motion or proposition different from that under consideration shall be admitted under cover of amendment, provided that a substitute motion may be submitted to cover the same subject matter and, if carried, shall result in determining the original motion out of order.

18. No motion shall be debated or put to a vote unless the same shall have been seconded and properly read by the Clerk, or summarized by the Chair.

19. A motion to reconsider any vote upon any question shall be in order at the following meeting of the Commission; provided that a member of the prevailing side intending to move to reconsider shall file a notice in writing of the Member's intention to do so with the Vice Chair/Secretary and the City Clerk within twenty-four (24) hours after the action to be reconsidered was taken. The same number of votes shall be required to reconsider any action of the Commission as is required to adopt the same.

Upon the filing of a Notice for reconsideration, the effect of the action to be reconsidered shall be suspended until action can be taken upon such consideration. Action upon the reconsideration shall be taken at the next regular Commission meeting or at a prior Special Meeting called for that purpose.

20. When any question is under debate, no motion shall be received except the following, and in the order named:

- Motion to adjourn
- Motion to table
- Motion for the question
- Motion to refer
- Motion to amend
- Substitute motion

21. A motion to adjourn shall always be in order except when a vote is being taken or when a member of the Commission has the floor. A motion to adjourn or to table shall be decided without debate.

22. These Rules of Order may be amended or altered by a majority vote of the Commission.

23. The Commission, by a majority affirmative vote of the Commission, may suspend the operation of any one of the aforementioned Rules for a single session, except Section 18.

24. Making of remarks by Commission members should be preceded by asking permission of the presiding officer.

25. Upon the City Clerk receiving a petition directed to the Planning Commission, which petition requires a public hearing under the provisions of the City Code, the City Clerk shall determine whether such petition contains all necessary information and, if so, the City Clerk may establish a date for a public hearing before the Planning Commission and publish any notices required and shall forward such petition to the Planning Commission which shall conduct the public hearing on the date established therefore.

26. **IMPORTANT:** If a Planning Commission Member will be absent for a meeting, the Member must notify the Chair of such anticipated absence as soon as possible prior to such meeting.

27. Except as above provided, Roberts "Rules of Order" shall govern.

28. The Chair shall prepare an annual report to be submitted to the City Council in accordance with the Planning Enabling Act. The report shall be submitted to the Planning Commission for approval in January of each calendar year to ensure that the report is submitted to the City Council for their budget deliberations. The report should summarize the Commission's operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.

29. **Conflict of Interest**

- A. Before casting a vote on a matter on which a member may reasonably be considered to have a conflict of interest, the member shall disclose the potential conflict of interest to the Planning Commission. The member is disqualified from voting on the matter if a conflict exists.
- B. Each member of the Commission shall avoid conflicts of interest and/or incompatibility of office. As used here, a conflict of interest shall at a minimum include, but not necessarily be limited to, the following:
 - 1. Issuing, deliberating on, voting on, or reviewing a case concerning him or her.
 - 2. Issuing, deliberating on, voting on, or reviewing a case concerning work on land owned by him or her or which is adjacent to land owned by him or her.
 - 3. Issuing, deliberating on, voting on, or reviewing a case involving a corporation, company partnership, or any other entity in which he or she is a part owner, or any other relationship where he or she may stand to have a financial gain or loss.
 - 4. Issuing, deliberating on, voting on, or reviewing a case which is an action which results in a pecuniary benefit to him or her.
 - 5. Issuing, deliberating on, voting on, or reviewing a case concerning his or her spouse, children, step-children, grandchildren, parents, brothers, sisters, grandparents, parents in-law, grandparents in-law, or members of his or her household.

6. Issuing, deliberating on, voting on, or reviewing a case where his or her employee or employer is:
 - a) An applicant or agent of an applicant, or
 - b) Has a direct interest in the outcome.
- C. If there is a question whether a conflict of interest exists or not, the question shall be put before the Commission. Whether a conflict of interest exists or not shall be determined by a majority vote of the remaining members of the Commission.
- D. When a conflict of interest exists, the member of the Commission, or committee, shall do all of the following as soon as possible.
 1. Declare a conflict exists at the first available meeting of the Commission or committee;
 2. Cease to participate at the Commission or committee meetings, or in any other manner, or represent one's self before the Commission, its staff, or others, provided however that the member may remain in the Council chambers during deliberation.
- E. If a member of the Commission is appointed to another office, which is an incompatible office with his or her membership on the Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Commission. If a member of another office is appointed to the Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Commission, that shall result in an automatic resignation from the other office.

30. **Capital Improvement Review**

The Planning Commission will review information regarding appropriate capital improvement projects as provided to it by the Administration in order to comply with state law regarding the capital improvement review process.

* * *


9.A.

CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT

MEMORANDUM

TO: Planning Commission

FROM: Gene Tutag, Building Official 

DATE: January 20, 2011

SUBJECT: Grosse Pointe Woods Annual Planning Commission Report – 2010
(DRAFT)

The Planning Enabling Act requires the Planning Commission to submit an annual report to the City Council.

We have assembled a DRAFT annual report with the activities of the Planning Commission for the year 2010.

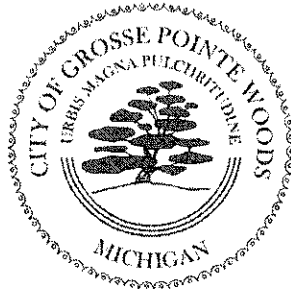
Please review the DRAFT report for additional information, editing or anything else that the Planning Commission feels should be included.

Attachment

/sjs

DRAFT

9.6.1



GROSSE POINTE WOODS
PLANNING COMMISSION
ANNUAL REPORT

2010

GROSSE POINTE WOODS PLANNING COMMISSION REPORT - 2010

The Planning Commission of the City of Grosse Pointe Woods is governed by the Planning Enabling Act, State of Michigan PA 33 of 2008 and by The Charter and Zoning Ordinance of the City of Grosse Pointe Woods.

Under the Planning Enabling Act, the Commission must provide an annual report to the City Council as the legislative body of the City. The report shall contain information concerning the operations and status of planning activities including recommendations regarding actions by the legislative body related to Planning and Development.

The Planning Commission met monthly during 2010. During that time, the Commission reviewed, discussed and acted on the following matters found in the following report:

2010 Planning Commission Overview

JANUARY

- PC Election of Chair Fuller and Vice-Chair/Secretary Vaughn (*in compliance with the Michigan Planning Enabling Act*).

FEBRUARY

- Building Official Tutag indicated revised plans received for Kroger's dock (truck well project)

MARCH

- PC approved Outdoor Patio Permit - DaEdoardo's
- 2009 Planning Commission Annual Report Approved by PC - sent to Council
- Capital Improvement Program – None scheduled for 2010/11 fiscal year
- PC Discussions regarding:
 - Mixed Use Ordinance
 - R-4 Ordinance/Assisted Living
 - Community Facilities Ordinance
 - LEED (Leadership in Energy & Environmental Design) Certification Program

APRIL

- Joint meeting with COW regarding Mixed Overlay District – COW approved the PC to move forward with the amendment to the ordinance.
- Presentation of CCRC of Grosse Pointe, 900 Cook Rd

MAY

- PC recommended that the ZBA grant a variance to AT&T to construct a Cell Tower at 1200 Parkway
- PC scheduled a Public Hearing to amend Chapter 50, Zoning, Article I to allow three story mixed use, on June 22, 2010.
- PC received a letter from Kroger indicating they will not be moving forward with the truck well project at this time.
- PC discussed Neon Signs and reviewed list of businesses with existing neon.

JUNE

- Planning Commission recommended City Council adopt proposed amendments to Chapter 50, Zoning, to allow three story mixed use in areas zoned as Commercial.
- Planning Commission recommended City Council adopt proposed amendments to Chapter 50, Zoning, to allow three story mixed use in areas zoned as Restricted Office.
- ZBA Public Hearing granted variances for the proposed 100' AT&T Cell Tower and returned to the PC for site plan review.
- PC scheduled Public Hearing for Site Plan Review of the AT&T Cell Tower for July 27, 2010.

JULY

- Public Hearing – PC adopted Site Plan and Special Land Use Resolution recommending that City Council approve the AT&T Wireless Communication Facility.
- PC discussed and scheduled a Public Hearing regarding text amendment to Zoning Ordinance, for the Community Facilities District, for August 24, 2010.
- July 12, 2010 – CC had first reading on the Mixed Use Ordinance, scheduled a public hearing and second reading for August 16, 2010.

AUGUST

- PC approved Façade Change for new business: Wellspring Dental, 20136 Mack Ave.
- Public Hearing – PC adopted resolution recommending that the CC approve the proposed ordinance amendment regarding Zoning, Chapter 50, Division 6, C.F. Community facilities District and by adding Section 50-340 Special Land Uses, to allow a Continuing Care Retirement Community (CCRC) as a Special Land Use Subject to Specific Lot and Building Regulations.
- CC Public Hearing: Approved Mixed Use Ordinance.

SEPTEMBER

- PC Discussion regarding the 2010 Objectives & Schedule. First review of the 2006 Master Plan to begin in 2011 as required by the Michigan Zoning Enabling Act.
- Building Department sent notices to all businesses that still have neon signs informing them that the signs must be removed by October 26, 2010 in accordance to Section 32-35 of the 2007 City Code.
- Business & Development Subcommittee met with three local realtors to discuss ways to make the City more appealing to new buyers.

OCTOBER

- PCW Discussion regarding appeal process of Neon Sign Ordinance.
- CC Approved proposed amendment to Zoning Ordinance, Division 6, Community Facilities District and also approved adding Section 50-340 Special Land Uses, to allow a Continuing Care Retirement Community (CCRC) as a Special Land Use subject to specific lot and building regulations.
- CC Public Hearing regarding AT&T Cell Tower – Denied by resolution.
- PC Subcommittee 2020 Plan met to discuss ways to promote commercial development within the City.
- PC Subcommittee Business & Development met to discuss ways to make the City more appealing to buyers. Three main concerns: 1) the receptiveness of Realtors in general; 2) proximity to other communities and how that is perceived; and 3) perception of the quality of the schools in the City. The subcommittee also met with Administration to discuss the issues.
- PC Discussion regarding sign appeals.

NOVEMBER

- PC recommended the City Council deny neon sign appeals for McCubbins Barber Shop and Elan Candies. The sign appeals for Bank's Vacuum, Samira's Family Fashion, David Secord, D.D.S., and Merit Woods Pharmacy postponed to next month's PC Agenda.

DECEMBER

- PC recommended the City Council deny neon sign appeals for Bank's Vacuum, Samira's Family Fashion, David Secord, D.D.S., Merit Woods Pharmacy, Little Tony's and Friends Hair & Nail Salon.
- CC re-appointment of PC members: Evola, Gilezan and Nederhood approved.

SUB-COMMITTEE REPORTS:

2020 Plan:

The 2020 Plan sub-committee's goal is "to provide fresh, forward thinking, realistic design, zoning and administrative tools that foster and support progressive future development to achieve maximum sustained viability, growth and value within the City of Grosse Pointe Woods.

Business & Development:

The Business & Development sub-committee's goal is to continue to discuss ways to make the City more appealing to buyers. Three main concerns: 1) the receptiveness of Realtors in general; 2) proximity to other communities and how that is perceived; and 3) perception of the quality of the schools in the City. The subcommittee will also continue to meet with Administration to discuss these issues.

EXPENSE REPORT:

Payee/Description	Amount
Planning & Zoning News	\$ 370
KIP Copier/Scanner	\$ 1,062
McKenna Associates	<u>\$1,770</u>
Expenditures	\$3,202
BALANCE -	\$ 1,798

GOALS AND OBJECTIVES FOR 2011:

- *Continue to make improvements to the Zoning Ordinance by reviewing and updating the parking requirements.*
- Continue to align our efforts with the Mayor, City Council, Local Business Associations, and Realtors to attract new businesses and encourage people to live and work in Grosse Pointe Woods.
- Review the City's Master Plan in accordance with the Planning Enabling Act.
- Continue to study mechanisms to promote city development.
- Continue to encourage sustainable development.

The Planning Commission will continue to consult with the City Council, and appropriate Departments or Commissions, when significant projects, policies, and legislative acts provide opportunities to support the Master Plan.

Commission Members:

Michael Fuller, 2010 Chairperson
Thomas Vaughn, Vice-Chair/Secretary
Allen Dickinson
Carroll Evola
Grant Gilezan
Doug Hamborsky
Robert Nederhood
Ross Richardson
John Vitale

Date

Planning Commission Objectives & 2010 Schedule

Week of:	2009 CARRYOVER ITEMS pending City Council /COW action:
	<ul style="list-style-type: none"> • Mixed Use Ordinance <ul style="list-style-type: none"> ○ New Chapter 50, Zoning, Division 11 Mixed Use Overlay District ○ Forwarded to COW 12/8/09 ○ APPROVED August 16, 2010 • Community Facilities Ordinance <ul style="list-style-type: none"> ○ Amendments to Sections 50-1 (definitions), 50-338 & 50-339 ○ Council referred to COW 11/16/09 without a first reading ○ SUPERSEDED by CCRC development (see Other Potential Items below) • LEED Certification Program <ul style="list-style-type: none"> ○ Resolution forwarded to Council 3/24/09; referred to COW ○ <i>Non-priority pending further prompting by Planning Commission</i> • R-4 Ordinance / Assisted Living <ul style="list-style-type: none"> ○ Amendments to Sections 50-1 (definitions), 50-1, -313, -314, -316, -317 & -530 ○ Forwarded 9/23/08 for Council approval; tabled at first reading ○ <i>Non-priority pending further prompting by Planning Commission</i>
	2010 GOALS & OBJECTIVES to be scheduled:
	<ul style="list-style-type: none"> • Planning Commission <ul style="list-style-type: none"> ○ Review & update Parking Ordinances • 2020 Plan Subcommittee <ul style="list-style-type: none"> ○ Start planning for 2011 Master Plan Review (1st 5-year review) – <i>need to schedule COW re: Planning Priorities & 2011 Master Plan Review</i> ○ Study mechanisms to promote city development (grants, tax programs, etc.) ○ Encourage sustainable development • Business & Development Subcommittee <ul style="list-style-type: none"> ○ Attract new businesses & encourage people to live & work in GPW
	OTHER POTENTIAL ITEMS:
	<ul style="list-style-type: none"> • Former Children's Home property in Community Facilities (CF) district – <i>proposed Continuing Care Retirement Community (CCRC) in process</i> • Cellular Towers (new issue in May) – ATT Cell Tower denied by Council Oct 18 • Alternative Energy (solar panels, windmills, white shingles, etc.) • Neon Sign Ordinance – effective Oct 26 2010; all appeals denied by Council Jan 2011
	Council
	Council
	Planning Commission Jan 26
	Council
	Council Planning Commission Feb 23
	Council 2020 Plan Subcommittee Mar 4
	Council
	Business & Development Subcommittee Mar 23 (1 st meeting) Planning Comm Mar 23 – complete 2009 Annual Report ; review open items

Mar 29	
Apr 5	Council
Apr 12	
Apr 19	Council – COW discussion regarding Mixed Use Ordinance
Apr 26	Planning Commission Apr 27 – CCRC preliminary proposal Business & Development Subcommittee Apr 27
May 3	Council
May 10	
May 17	Council
May 24	Planning Comm May 25 – ATT Cell Tower variance request (approved & forwarded to ZBA)
May 31	
Jun 7	Council
Jun 14	
Jun 21	Council – ATT Cell Tower variance (approved by Zoning Board of Appeals) Planning Commission Jun 22 – workshop re: language for CCRC/CF & public hearing for Mixed Use Ordinance (approved & forwarded to Council)
Jun 28	Business & Development Subcommittee Jun 28 – discussion with realtors
Jul 5	
Jul 12	Council – first reading of Mixed Use Ordinance (approved)
Jul 19	Council
Jul 26	Planning Commission Jul 27 – workshop for CCRC/CF draft ordinance; site plan & special land use review for ATT Cell Tower (approved & forwarded to Council)
Aug 2	Council
Aug 9	
Aug 16	Council – second reading of Mixed Use Ordinance (FINAL APPROVAL)
Aug 23	Planning Comm Aug 24 – public hearing for CCRC/CF Ordinance (app'd & frwd. to Council)
Aug 30	
Sep 6	
Sep 13	Council – first reading of CCRC/CF Ordinance (approved)
Sep 20	Council
Sep 27	Planning Commission Sep 28
Oct 4	Council – second reading of CCRC/CF Ordinance (FINAL APPROVAL) 2020 Subcommittee Oct 7; Plng & Devel Subcommittee mtg w/City Administrator Oct 8
Oct 11	
Oct 18	Council – ATT Cell Tower public hearing & final review (DENIED)
Oct 25	Planning Commission Oct 26
Nov 1	Council
Nov 8	
Nov 15	Council
Nov 22	Planning Commission Nov 23 – Neon Sign appeals (2 denied; 4 adjourned to Dec 14)
Nov 29	
Dec 6	Council
Dec 13	Planning Commission Dec 14 – Neon Sign appeals (denied & forwarded to Council)
Dec 20	Council
Dec 27	
Jan 2011	Council Jan 3 Council Jan 17 – Neon Sign appeals (ALL DENIED)

Planning Commission Objectives & 2011 Schedule

Week of:	<u>2010 CARRYOVER ITEMS:</u> <ul style="list-style-type: none"> Continuing Care Retirement Community (CCRC) <ul style="list-style-type: none"> Former Children's Home property in Community Facilities (CF) district Development proposal in process R-4 Ordinance / Assisted Living <ul style="list-style-type: none"> Amendments to Sections 50-1 (definitions), 50-1, -313, -314, -316, -317 & -530 Forwarded 9/23/08 for Council approval; tabled at first reading Non-priority pending further prompting by Planning Commission
	<u>2011 GOALS & OBJECTIVES to be scheduled:</u> <ul style="list-style-type: none"> 2020 Plan Subcommittee <ul style="list-style-type: none"> 2011 Master Plan Review (1st 5-year review) Study mechanisms to promote city development (grants, tax programs, etc.) Encourage sustainable development Business & Development Subcommittee <ul style="list-style-type: none"> Attract new businesses & encourage people to live & work in GPW
	<u>OTHER POTENTIAL ITEMS:</u> <ul style="list-style-type: none"> Liggett School Development Parking Ordinances Sign Ordinance – potential revisit arising from neon sign appeals Cell Towers – continued need in service area (ATT denied by Council Oct 18, 2010) Alternative Energy – solar panels, windmills, white shingles, etc.
Jan 3	Council
Jan 10	
Jan 17	Council
Jan 24	Planning Commission Jan 25 – Election of Officers & 2010 Annual Report
Jan 31	
Feb 7	Council
Feb 14	
Feb 21	Planning Commission Feb 22 – potential Liggett School development preview
Feb 28	Council
Mar 7	Council
Mar 14	
Mar 21	Council Planning Commission Mar 22 – potential CCRC preliminary site plan review
Mar 28	
Apr 4	Council
Apr 11	
Apr 18	Council
Apr 25	Planning Commission Apr 26
May 2	Council
May 9	
May 16	Council
May 23	Planning Commission May 24
May 30	
Jun 6	Council
Jun 13	
Jun 20	Council

Jun 27	Planning Commission Jun 28
Jul 4	
Jul 11	Council
Jul 18	Council
Jul 25	Planning Commission Jul 26
Aug 1	Council
Aug 8	
Aug 15	Council
Aug 22	Planning Commission Aug 23
Aug 29	
Sep 5	
Sep 12	Council
Sep 19	Council
Sep 26	Planning Commission Sep 27
Oct 3	Council
Oct 10	
Oct 17	Council
Oct 24	Planning Commission Oct 25
Oct 31	
Nov 7	Council
Nov 14	
Nov 21	Council Planning Commission Nov 22
Nov 28	
Dec 5	Council
Dec 12	Planning Commission Dec 13
Dec 19	Council
Dec 26	

**City of Grosse Pointe Woods
BUILDING DEPARTMENT
Monthly Financial Report – December 2010**

Permits Issued:	90	
Rental Certificates:	8	Total Amount: \$ 11,765
Vacant/Foreclosure:	3	

CODE ENFORCEMENT

Abandoned/Foreclosure Compl. Notices Issued:	11
# of Complaints Investigated by Code Enforcement:	17
Closed Due to Compliance:	11
Open for Longer Compliance Time:	6
Citations Issued:	2
Early Trash Notices:	9
Code Violation Notices to Residents:	10
Tall Grass Notices Issued:	
Stop Work notices to Contractors (working w/o permit):	6
Outside Storage:	6

NEW BUSINESS

GP Academy of Tae Kwon Do (moved from 20647 to 20725 Mack)