

**THE CITY OF GROSSE POINTE WOODS PLANNING COMMISSION**  
**APPROVED MINUTES: APRIL 27, 2021, 7:00 P.M.**  
**HELD REMOTELY VIA ZOOM**

Chair Bailey called the meeting to order at 7:02 p.m.

The facilitator's statement was provided.

Roll Call: Chair Bailey

Planning Commissioners: Fuller, Gilezan, Hamborsky, Profeta, Vitale

Absent: None

Also Present: Council Member McConaghy, Council Member Vaughn, Building Official Tutag,  
Administrative Assistant Josie Modrack, Deputy City Clerk/Facilitator Paul Antolin

**MOTION** by Fuller, seconded by Gilezan, that all items on tonight's agenda be received, placed on file, taken in order of appearance as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vitale

NO:

ABSENT:

The Chair recognized Council Members McConaghy and Vaughn who were both in attendance. Council Member McConaghy stated it would be his last meeting as the Planning Commission Council Representative. Council Member Vaughn is now the Planning Commission Council Representative.

**MOTION** by Vitale, seconded by Fuller, that the March 23, 2021 Planning Commission Minutes be received and placed on file as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale

OBSTAIN: Profeta

NO:

ABSENT:

**MOTION** by Profeta, seconded by Gilezan, that Mike Fuller takes on the role for the remainder of 2021 as Vice-Chair and Secretary for the Planning Commission.

The next item was a **Sign Variance Requests: Starbucks, 20861 Mack Avenue**. The Building Official presented an overview of the application and letter of appeal submitted by LaVanway Sign Co. The Building Official then presented the reason for the sign application denial as it relates to Chapter 32, Signs, of the City Code. Applicant, Jonathan Rollens, was present on behalf of LaVanway Sign Co., to speak about their application and variance requests. Discussion ensued among Commissioners.



**MOTION** by Gilezan, seconded by Fuller, that the Planning Commission recommend to Council the denial of the sign variance requests for Starbucks at 20861 Mack Avenue.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale

NO: Profeta

Absent:

The next item was a **Façade Change Request: Lou's Pet Shop, 20779 Mack Avenue**. The Building Official presented an overview of the request. Applicant and storeowner, Donnie Cook, was present to speak about the project before the Planning Commission. Discussion ensued among Commissioners.

**MOTION** by Vitale, seconded by Profeta, that the façade change request for Lou's Pet Shop at 20779 Mack Avenue be approved with the following conditions:

- 1) The profile of the siding proposed has been reviewed and approved by the Building Official,
- 2) That eyebrow awnings over the windows and entry door are installed within 12 months of construction,
- 3) That the height of the new façade is the same as the existing roof.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vitale

NO:

ABSENT:

The next item was the **Building Official's Monthly Report**, and the following items were presented for the month of March 2021:

- Clearzoning software for our city ordinance is going to Council for Budget approval;
- New Code Enforcement Officer has been hired, proactive approach throughout the city;
- Update on Legacy Oaks;
- Tall grass and related violations expected to increase given the time of year.

Commissioner Hamborsky reported on the April 12 and 19, 2021 City Council Meetings, respectively.

Commissioner Profeta will be reporting on the May 3, 2021 Council Meeting, and Planning Commissioners will email Josie Modrack their availability for the vacant Council Meetings ahead.



Under **Subcommittees**, the following was discussed:

- A. 2020 Plan – Commissioner Hamborsky reported the plans to reconvene the committee in regards to a better-fit title. Reported there are plans to provide an updated document on what has been done and what is to come.
- B. Crosswalk/Pocket Park – Commissioner Fuller reported he would like to update the previous document with an overlay of where the streetscapes occur. Chair Bailey stated he would get that information over to Commissioner Fuller. Otherwise, no real update on Crosswalk as that is still being worked out through with the schools and the county. Reports regarding the current state of Chene-Trombly Park; presented and met with City Administration, pre-liminary draft of the park master plan, projects including gazebo structure, picnic areas, new gateway identification, tot equipment, fencing, lighting, walkways, etc. Those items will be prioritized but a presentation to Council and further procedure is to happen before that.
- C. Streetscape – Chair Bailey reported DPW has ordered all materials with a slight modification. Benches, trashcans, bike racks and planters were all approved by Council and are to be placed along each block in the Streetscape Plan. The timeline is on track. Going to follow the procedure in place with the City currently on going forward with name plaques, etc.

Under **New Business**, the following was discussed:

- Inquiries regarding Blade Sign Permits;
- City Attorney Tomlinson to meet with Building Official regarding the review of particular sections of the ordinance;
- Council Representative Vaughn touched on updates from recent Council Meetings, Beautification Commission Meetings, and the Recreation Commission Meetings.

No Public Comment.

**MOTION** by Vitale, seconded by Gilezan to adjourn at 9:05 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vitale

NO:

ABSENT:

Respectfully Submitted,

Josie Modrack

Administrative Assistant to the Building Official