

THE CITY OF GROSSE POINTE WOODS PLANNING COMMISSION
APPROVED MINUTES: MARCH 23, 2021, 7:00 P.M.
HELD REMOTELY VIA ZOOM

The meeting was called to order at 7:03 p.m. by Chair Bailey.

The Facilitator's statement was provided.

Roll Call: Chair Bailey

Planning Commissioners: Fuller, Gilezan, Hamborsky (arrived at 7:08 p.m.),
Profeta, Vaughn, Vitale

Absent: None

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

MOTION by Vaughn seconded by Vitale, that Commission Member Hamborsky be excused from tonight's meeting.

Motion carried by the following vote:

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

NO:

ABSENT: Hamborsky

ACCEPTANCE OF AGENDA:

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

Motion carried by the following vote:

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

NO:

ABSENT: Hamborsky

Discussion regarding the resignations from Kevin Ketels and Richard Rozycki took place. The Planning Commission currently has two open vacancies. Chair Bailey hopes to get those open seats filled soon.

RECOGNITION OF COUNCIL REPRESENTATIVES:

The Chair recognized Council Representative McConaghy for being in attendance at tonight's meeting.

APPROVAL OF MINUTES:

MOTION by Profeta, seconded by Vaughn, that the January 26, 2021 Planning Commission Minutes be received and placed on file as presented.

Motion carried by the following vote:

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

NO:

ABSENT: Hamborsky

Planning Commissioner Douglas Hamborsky joined the meeting at 7:08 p.m.

LEGACY OAKS UPDATE/DISCUSSION:

Building Official Tutag reported on the Legacy Oaks inspection that took place January 28, 2021.

- Spoke with the project's super intendent and discussed the scope of the project, the progress, and the quality of the work to date.
- Project lost approximately three months due to Covid-19. As a result of that, there's a shortage of construction materials, but it's moving along and they're working through it. The size and quality of some of the units, as seen in the January 28, 2021 report, are also in part why this project has taken as long as it has.
- All units are sold/spoken to. No units currently occupied with the exception of the head master unit.
- Project phases were discussed. Three phases, project is currently in phase 1. First phase needs completing. Then they will be advised to submit a letter to Mayor and Council regarding their next steps in the project.
- Aware of only one complaint surrounding the project and this complaint was addressed. This project is part of daily inspections, Building Official Tutag or his staff visit weekly.
- Commissioners asked if there was start/completion date during the approval process. Building Official Tutag relayed that there was a start date, but the completion date was open ended due to the complexity of the project. Project staff have renewed all of their permits.
- Project supervisor has been in contact with the curators of Greenfield Village to get colors and decorations exactly as it was when the building was erected a number of years ago. Also bringing common areas back to original construction: Mrs. Ford had her hand in the design and decoration of the original building. Architectural influence from the Ford family. Adaptive re-use of what once was a school – a lot of the work they are doing has to be custom made. All of the work they are doing takes time.
- Family who owns the building and is constructing it have been very active in the Grosse Pointe Communities, constructing a number of quality projects.
- If there is a problem where abandonment or work is not being done, Building Department always has the ability to bring the responsible parties up to compliance if needed, but Building Official Tutag stated he does not believe this will be the case for Legacy Oaks.

Commissioners discussed the practice of approving projects with a start date and a completion date becoming regular procedure from now on.

Commissioners also discussed remote meeting etiquette, raising of hands and waiting for ability to talk with Planning Commission Chair's permission, as would happen with in-person meetings.

VACANCIES ON MACK AVENUE UPDATE/DISCUSSION:

Building Official Tutag reported on the status of vacancies along Mack Avenue with the provided list of vacant businesses along Mack as of March 2021.

- Some of these vacancies listed have been vacant since before Covid-19.
- Unfortunate to see some businesses did not make it through this past year.
- On the positive side, some local business owners are expanding their current businesses and new business applications or discussions take place quite often in the Building Department.
- Optimistic as for the future of Businesses on Mack Avenue. Chair Bailey commented that the implementation of some things from the 2020 Plan will bring positives to Mack Ave.

BUILDING OFFICIAL'S MONTHLY REPORT:

Building Official Tutag reported on the months of January and February 2021.

- The development on Mack and Hollywood is moving along. Visited the site recently. When it's completed, it will be a real asset to the area and Mack Avenue in general. Fits the vision of the Planning Commission's 2020 Plan. Rather extensive landscaping and outdoor seating proposed along Mack Ave which will act as a gathering place for area, spur additional development, discussions with city regarding improvements to the park which is directly west of the project. Speaking with the owner of the development, there are quite a few tenants who have signed leases. They started pouring the parking lot at the end of March, things are looking up.
- Mack Avenue/Streetscape/2020 Plan word is getting out, business owners are interested in the products.
- Steady permit activity.
- New Code Enforcement Officer, Dean Mansueto who began today (March 23, 2021)
- Milk River project – inspections are upcoming.
- Clearzoning – budget meeting with Finance Director and City Administrator, a request has been submitted for the program's funding for next fiscal year.

Commission Members inquired about what needs to be done to start in person meetings again. Members were advised to speak with City Administrator and City Attorney for next steps. Decided to explore it informally, and revisit it at the April meeting.

7:42 p.m. Commission Member Jim Profeta lost connection due to technical difficulties.

COUNCIL REPORTS:

- Commissioner Fuller reported on the February 8, 2021 Council meeting. Topics included a master plan for Chene-Trombly Park. Commissioner Vitale continued with updates regarding the preliminary master plan, upcoming meetings, and next steps to follow. Eating areas, walking path, exploration, play area, nice additions to the park being proposed.
- Commissioner Profeta unable to report on February 22, 2021 Council meeting due to technical difficulties.
- Commissioner Gilezan reported on both March 2021 Council Meetings. Important matter addressed included the remembrance of the City's Late Mayor Novitke. Secondly, the topic of the 2020 Vision Plan, pleased to report that the CC approved the COW's recommendation of supporting the 2020 Vision Plan implementation of the streetscape improvement proposal and budget amendment, specifically the updates to the benches and trash cans.

SUBCOMMITTEES:

2020 Plan – Rewarding to see the proposal pass. Numbers have been updated to align with Department of Public Works. Materials are getting ordered this week, wait time is anywhere from four to six weeks, and installation should follow shortly after. Advertisement on the website to make the residents aware should also go along with the timeline.

Crosswalk – Commissioner Vaughn stated that he was contacted by Chief Kosanke at the suggestion of Building Official Tutag where discussion took place. GPW is going to apply for a grant, depending on the result, Parcels School and GPW would use the money to put in a crosswalk somewhere between Lochmoor and Vernier for Parcels schools. There's a committee

set up to study the crosswalk consisting of Public Safety, school parents, school principals, and a representative from State of Michigan. Commissioner Vaughn informed Chief Kosanke of Planning Commission interest. The idea is to apply for the grant this summer, depending on that result, construction would begin in 2022 if all is approved. States that Planning Commission needs to insert ourselves further to get this going.

Commissioner Profeta re-joins the meeting at 8:01 p.m.

2020 Plan continued: Discussion about the title of the 2020 Plan. The 2020 Subcommittee exists as a body, Hamborsky will call to reconvene and edit the title, scope out what's been accomplished, what's relevant and what's not, re-brand it and re-scope it, and try to do this in the next one to two months. Chair Bailey agrees an updated document to council would be nice. Further discussed among commissioners, not too many edits would be necessary.

NEW BUSINESS:

- Commissioners asked about Air BnB Appeals in the State of Michigan. Building Official Tutag has had discussions with the Municipal Attorney. There's been instances of illegal Air BnBs in Grosse Pointe Woods, resulting in no challenges once enforced. With regards to the regulations of the short term rentals, we hope to have something brought forward in terms of bringing our ordinance up to speed.
- Commissioners asked about the Main Street Program that the Village is working on and the grant they got. Building Official Tutag reported that we've visited it in the past, and most of Mack Ave. is owned by Wayne County but will look into it further.
- Mr. Tutag announced that Sign Variance Requests will be on the agenda next for April.
- Commissioner Profeta did have comment, but will wait until April's meeting due to technical difficulties he's experiencing.
- Planning Commission Vacancies, Chair Bailey – spoke with City Clerk about the process. Any potential candidates need to fill out a form on the commission section of the City website and submit it to City Clerk.

PUBLIC COMMENT:

- Melinda Billingsley, 20143 Doyle Court, Grosse Pointe Woods, MI 48236
- Catherine Dumke, 20081 E. Ballantyne, Grosse Pointe Woods, MI 48236

ADJOURNMENT:

MOTION by Vitale, seconded by Gilezan to adjourn at 8:19 p.m.

Motion carried by the following vote:

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

NO:

ABSENT:

Respectfully Submitted,

Josie Modrack

Administrative Assistant to the Building Official