PLANNING COMMISSION

1-26-2021 – 1

**THE CITY OF GROSSE POINTE WOODS PLANNING COMMISSION**

**APPROVED MINUTES: JANUARY 26, 2021, 7:00 P.M.**

**HELD REMOTELY VIA ZOOM**

The meeting was called to order at 7:01 p.m. by Chair Ketels.

The Facilitator’s statement was provided.

Roll Call: Chair Ketels

Planning Commissioners: Bailey, Fuller, Gilezan, Hamborsky (arrived at 7:10 p.m.), Profeta, Vaughn, Vitale

Absent: Rozycki

Also Present: Council Member McConaghy, City Attorney Tim Tomlinson, Building Official Tutag, Josie Modrack, Deputy City Clerk/Facilitator Antolin

**MOTION** by Vaughn, seconded by Vitale, that Commission Member Hamborsky and Commission Member Rozycki be excused from tonight’s meeting.

Motion carried by the following vote:

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

NO: None

ABSENT: Hamborsky, Rozycki

**ACCEPTANCE OF AGENDA:**

**MOTION** by Gilezan, seconded by Vitale, 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, Ketels, Profeta, Vaughn, Vitale

NO: None

ABSENT: Hamborsky, Rozycki

**RECOGNITION OF COUNCIL REPRESENTATIVES:**

The Chair recognized Council Representative McConaghy for being in attendance at tonight’s meeting. Late Council Member George McMullen was remembered at tonight’s meeting, he will be deeply missed by all.

Planning Commissioner Douglas Hamborsky joined the meeting at 7:10 p.m.

**APPROVAL OF MINUTES:**

**MOTION** by Profeta, seconded by Vaughn, that the December 8, 2020 Planning Commission Minutes be received and placed on file with the following amendment: include the month of October in the Building Official’s monthly report.

Motion carried by the following vote:

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

NO: None

ABSENT: Rozycki

PLANNING COMMISSION

1-26-2021 – 2

**ELECTION OF CHAIR AND VICE-CHAIR/SECRETARY FOR THE YEAR 2021:**

**MOTION** by Profeta, seconded by Vitale, to nominate Planning Commission Member George Bailey to Planning Commission Chair for the year 2021.

Motion carried by the following vote:

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

NO: None

ABSENT: Rozycki

**MOTION** by Vitale, seconded by Fuller, to nominate Planning Commission Member Thomas Vaughn to Planning Commission Vice-Chair/Secretary for the year 2021.

Motion carried by the following vote:

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

NO: None

ABSENT: Rozycki

**ADOPTION OF RULES OF ORDER AND PROCEDURE:**

Discussion among Commissioners. Remove the word “calendar” in article three (3), replace the word “as” with “at” in article five (5), and replace the word “of” with “by” in article six (6).

**MOTION** by Profeta, seconded by Vaughn, that the Planning Commission approve and adopt the Rules and Order of Procedures subject to the modifications presented by Commissioner Profeta.

Motion carried by the following vote:

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

NO: None

ABSENT: Rozycki

**INTRODUCE CITY ATTORNEY:**

Chair Ketels thanked new City Attorney, Tim Tomlinson for joining the meeting tonight. Tim Tomlinson introduced himself explaining his role and background.

**BUILDING OFFICIAL’S MONTHLY REPORT:**

Building Official Gene Tutag thanked Kevin Ketels for the work done as Planning Commission Chair for the year 2020.

* Legacy Oaks: submitting an inspection report to the City Council’s next meeting regarding the status of the project.
* House fire on Peach Tree, fire is being investigated. Speaking with City Attorney regarding the Building Department’s next action with this.
* Presentation on Clearzoning from January’s PC meeting: meeting with Finance Director in regards to budget.
* Discussions with City Attorney regarding zoning issues and the sign ordinance in terms of necessary updates.
* Discussion with Police Chief regarding the schools, looking at a Crosswalk at Mack and Beaufait. No response from the County.
* Mack/Hollywood Project: construction is ongoing, underground inspections currently, aware of 3 future tenants out of 5 - Starbucks, Estia (Greek Restaurant), and a Dental Office.

PLANNING COMMISSION

1-26-2021 – 3

* Vacancies on Mack Avenue: Completed a study last week, will bring the numbers to the Planning Commission. Mack Avenue is doing well, our focus is the future and supporting local businesses.

**COUNCIL REPORTS:**

* Commissioner Bailey reported on the Council Meetings in December 2020 and January 2021.
* Council Member McConaghy reported that starting in spring 2021, the Little League field’s will have banners and suggests PC members check them out. There may be future discussion regarding the vacant Council seat in upcoming meetings but nothing in depth has taken place.

**SUBCOMMITTEES:**

* 2020 Plan, Bailey: updated pricing from vendor and made changes to the proposal in the original document created back in March 2020. Commissioner Bailey shared his screen to demonstrate the updates made. Discussion took place.

**NEW BUSINESS:**

* Profeta to cover Fuller as Planning Commission Representative at the February 22, 2021 Council Meeting.
* Planning Commission Members and others in attendance thanked Kevin Ketels for the year 2020 as Planning Commission Chair.

**PUBLIC COMMENT:**

Nobody wished to be heard under Public Comment.

**ADJOURNMENT:**

**MOTION** by Gilzaen, seconded by Vaughn to adjourn at 8:19 p.m.

Motion carried by the following vote:

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

NO:

ABSENT: Rozycki

Respectfully Submitted,

Josie Modrack

Administrative Assistant to the Building Official