

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting
Tuesday, February 26, 2019
7:00 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 – 01/22/19
7. **PLANNING COMMISSION END OF THE YEAR REPORT 2018:**
Memorandum – 02/21/19 – Building Inspector (Tutag)
DRAFT Planning Commission End of the Year Report 2018
8. **BUILDING OFFICIAL’S MONTHLY REPORT:**
Building Department Reports – January 2019
9. **COUNCIL REPORT/s:**
January – Ketels
10. **INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING:**
February – Profeta
11. **NEW BUSINESS:**
Subcommittees:
 - A. 2020 Plan (Chair Hamborsky/Vitale/Fuller/Gilezan)
 - B. Branding (Chair Profeta/Hamborsky/Ketels)
 - C. Crosswalk/Pocket Park (Chair Fuller/Vaughn/Vitale)
 - D. Streetscape (Chair Roczycki/Gilezan/Hamborsky)
12. **PUBLIC COMMENT:**
13. **ADJOURNMENT:**

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.



PLANNING COMMISSION
01-22-19 – 1

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON JANUARY 22, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:04 p.m. by Chair Hamborsky.

Roll Call: Chair Hamborsky
Planning Commissioners: Fuller, Gilezan, Ketels, Profeta, Rozycki, Vaughn, Vitale
Absent: None
Also Present: Building Inspector Tutag
City Attorney Chip Berschback
Deputy City Clerk Antolin

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

Motion by Vaughn, seconded by Ketels, that all items on tonight's agenda be received, placed on file, taken in order of appearance as corrected.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn, Vitale
NO: None
ABSENT: None

The Chair recognized Council Representative Granger who was in attendance.

Motion by Profeta, seconded by Fuller, regarding **Approval of Minutes**, that the following Minutes be approved as submitted:

1. Planning Commission dated November 27, 2018;
2. Planning Commission Workshop dated November 27, 2018.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn, Vitale
NO: None
ABSENT: None

THE MEETING WAS THEREUPON OPENED AT 7:04 P.M. FOR A **PUBLIC HEARING TO AMEND THE 2017 GROSSE POINTE WOODS CITY CODE, CHAPTER 50, ZONING – ARTICLE III DISTRICT REGULATIONS, BY ADDING NEW SECTION #50-186 “PROHIBITED USES – MARIJUANA ESTABLISHMENTS”, TO PROHIBIT MARIJUANA ESTABLISHMENTS UNDER THE MICHIGAN REGULATION AND TAXATION OF MARIHUANA ACT (MRTMA).**

The City Attorney presented an overview of his letter dated January 10, 2019. Discussion, questions, and answers ensued.

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

Motion by Vaughn, seconded by Fuller, that the public hearing be closed at 7:12 p.m. PASSED UNANIMOUSLY.

Motion by Profeta, seconded by Rozycki, regarding the Public Hearing to amend the 2017 Grosse Pointe Woods City Code, Chapter 50, Zoning Article III District Regulations, by adding new Section #50-186 “Prohibited Uses-Marijuana Establishments”, that the Planning Commission concur with the draft ordinance prepared by the City Attorney and recommend to the City Council that the ordinance be adopted.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn, Vitale
NO: None
ABSENT: None

The next item was regarding **Planning Commission Attendance for 2019 City Council Meetings.**

MONTH	DATES	PC MEMBER
January	7 – 28	Ketels
February	4 – 25	Profeta
March	4 – 18	Rozycki
April	1 – 15	Profeta (1)/Vaughn (15)
May	6 – 20	Vitale
June	3 – 17	Fuller

July	1 – 15	Gilezan
August	5 – 19	Hamborsky
September	9 – 16	TBD (New Member)
October	7 – 21	Ketels
November	18 – 25	Profeta (18)/Vaughn (25)
December	2 - 16	Rozycki

The next item on the agenda was the **Election of Chair and Vice-Chair/Secretary.**

Motion by Gilezan, seconded by Fuller, to nominate Commission Member Profeta to serve as Chair for 2019.

Motion carried by the following vote:

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

NO: None

ABSENT: None

Motion by Hamborsky, seconded by Vitale, to nominate Commission Member Ketels to serve as Vice-Chair/Secretary for 2019.

Motion carried by the following vote:

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

NO: None

ABSENT: None

Next, on the agenda was regarding the **Adoption of Rules of Order and Procedure.**

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

Motion carried by the following vote:

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

NO: None

ABSENT: None

The next item on the agenda was regarding a **Facade Change: 20853 Mack Avenue: Orange Theory Fitness**. Commissioner Vitale requested to recuse himself from voting on this item due to a conflict of interest, and to remain in the room during discussions.

Motion by Vaughn, Seconded by Fuller, that Commissioner Vitale be permitted to abstain from voting on the request for a Façade Change at 20853 Mack Avenue: Orange Theory Fitness, and be permitted to remain in the room during discussions.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn
NO: None
ABSENT: None
ABSTAIN: Vitale

The Building Official provided an overview of his memo dated January 14, 2019, and recommended approval of this request.

The following individuals were heard on behalf of the Petitioner:

James McNelis
Stucky Vitale Architects
27172 Woodward Ave.
Royal Oak, MI

Joseph Paluzzi III
Verus Development Group
399 Fisher
Grosse Pointe City, MI

Motion by Fuller, seconded by Ketels, regarding Façade Change at 20853 Mack Avenue: Orange Theory Fitness, to approve the request as presented.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn
NO: None
ABSENT: None
ABSTAIN: Vitale

Motion by Fuller, seconded by Ketels, that the previous motion be amended by inserting the three (3) conditions recommended by the Building Official:

1. Phase one construction shall commence within six (6) months and be completed one (1) year from issuance of building permit;
2. Owner shall provide a landscape plan prior to completion of the project for the Right-of-Way in front of the buildings along Mack Avenue for review by the Building Department and Public Services Director. This plan shall include street furniture, planters, and hardscape.
3. The owner and/or architect will schedule a future meeting to discuss the second phase of the project's design.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn

NO: None

ABSENT: None

ABSTAIN: Vitale

The next item was the Building Official's Monthly Report, and the following items were presented for the months of November and December 2018:

1. Rough inspections were performed at the Oaks. The project is ready for drywall and moving forward;
2. Jersey Mike's sign has been installed;
3. Beyond Juicery and Eatery is open. There was a recent ribbon cutting with the Mayor;
4. January has been a slow month of activity;
5. Michigan Association of Planning brochure entitled "Planning & Zoning Training Workshops" were distributed.

Commissioners reported on November and December 2018 Council meetings. There were no reports for January 2019.

Under New Business, the following items were discussed:

PLANNING COMMISSION

01-22-19 – 6

- A. **2020 Plan** – Chair Hamborsky had the opportunity to present 2020 slide show to Grosse Pointe Woods Foundation in December 2018. He provided an overview of their meeting.
- B. **Branding** – Commissioners Profeta and Fuller provided an update on The Avenue in the Woods Business Association.
- C. **Crosswalk/Pocket Park** – Sub-committee is awaiting feedback. No report.
- D. **Streetscape** – Chair Hamborsky has products that he would like to present in a 2-page catalog to business owners to improve streetscape elements. He also suggested taking inventory of Mack Avenue streetscape elements to evaluate and improve. The Building Official had a discussion with County Commissioner regarding Wayne County issues on Mack Avenue. He suggests the Commission meet with the Commissioner and present the 2020 plan.

Motion by Ketels, seconded by Vaughn, that the Planning Commission Meeting adjourn at 8:30 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk



**CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT
MEMORANDUM**

TO: Planning Commission *GT*
FROM: Gene Tutag, Building Official
DATE: February 21, 2019
SUBJECT: 2018 Planning Commission End of the Year Report

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

Attached is a DRAFT of the 2018 Planning Commission End of the Year Report. Please review this DRAFT for additional information, editing, or anything else that the Planning Commission feels should be included.

1 Attachment
2018 PC End of the Year Report DRAFT



GROSSE POINTE WOODS
PLANNING COMMISSION
ANNUAL REPORT

2018

GROSSE POINTE WOODS PLANNING COMMISSION REPORT - 2018

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 6 out of 12 months during 2018. During that time, the Commission reviewed, discussed and acted on items contained in the following report:

2018 Planning Commission Overview

JANUARY

- PC Meeting: ELECTION OF CHAIR Hamborsky; and
ELECTION OF VICE-CHAIR Profeta (In accordance with
MI Planning Enabling Act)
RULES OF ORDER AND PROCEDURE - *Adopted as
presented (meeting time changed to 7:00 p.m.)*
- City Council: PUBLIC HEARING: Generator Variance –
20651 Montague Ln. - *Approved*

FEBRUARY

- PC Workshop: DISCUSSION: 2020 Plan Implementation Coordination
- PC Meeting: SITE PLAN – Edmund T. Ahee, 20139 Mack - *Approved*
- City Council: N/A

MARCH

- PC Meeting: MEETING CANCELED
- City Council: N/A

APRIL

- PC Meeting: FAÇADE CHANGE - Keller Williams, 19853 Mack - *Approved*

APRIL (Cont'd)

- City Council: PUBLIC HEARING: Fence Variance, 1691 Severn – *Approved*
Fence Variance, 1046 Roslyn – *Denied*

MAY

- PC Meeting: MEETING CANCELED
- City Council: PUBLIC HEARING: Fence Variance, 672 Birch Ln., – *Denied*

JUNE

- PC Meeting: MEETING CANCELED
- City Council: N/A

JULY

- PC Meeting: DISCUSSION: 2020 Direction
Resignation of Planning Commission Member Eric Reiter
- City Council: N/A

AUGUST

- PC Meeting: DISCUSSION: Old Business
- City Council: PUBLIC HEARING: Fence Variance, 902 Woods – *Approved*
- ZBA: 962 Lochmoor – Side Yard Setback – *Approved*

SEPTEMBER

- PC Meeting: Resignation of Planning Commission Member T. Stapleton
N/A
- City Council: PUBLIC HEARING: Fence Variance, 1985 Severn – *Approved*
with Conditions

OCTOBER

- PC Meeting: Electronic Changeable SIGN REVIEW, First English
Lutheran Church, 800 Vernier – *Approved as presented*
NEW COLOR CHART, Benjamin Moore “Historical
Collection” – *Approved*
- City Council: N/A

NOVEMBER

- PC Workshop: DISCUSSION: Ordinance Updates
- PC Meeting: SITE PLAN REVIEW: Southpointe Vintage, 19517 Mack –
Approved
- City Council: PUBLIC HEARING: Fence Variance – 902 Woods Lane –
Denied

DECEMBER

- PC Meeting: CANCELED (Quorum)
- City Council: REAPPOINTMENTS: PC Members Hamborsky & Fuller

SUB-COMMITTEE REPORTS:

2020 PLAN: Chair Hamborsky, Vitale, Fuller, Gilezan

The 2020 Plan sub-committee's goal is to provide forward thinking, realistic design, zoning and administrative tools that shall allow the City of Grosse Pointe Woods to foster and support contemporary future development to achieve maximum sustained viability, growth and value. Commissioner members Hamborsky, Gilezan, Vitale and Fuller reported that additional work has taken place and the that 2020 Plan was presented by the Planning Commission members to the Committee of the Whole on June 12, 2017.

BRANDING: Chair Profeta, Hamborsky, Ketels

The Branding subcommittee was formed in the spring of 2018 but did not begin to meet regularly until September. At the October Planning Commission (PC) meeting, Donna O'Keefe (Johnstone and Johnstone) and Mary Rogers (Real Estate in The Pointes) presented their efforts to organize Mack Avenue merchants. They presented a proposal to create a merchant association similar to one that existed in the past but has not been active in many years. They informed the PC that efforts were underway to identify the commercial district on Mack Avenue as *The Avenue in the Woods*. They worked with *The Little Blue Book* to designate the district as *The Avenue in the Woods* in their soon to be published map of the Grosse Pointes. That map was distributed in December along with their annual directory.

On November 29th, *The Avenue in the Woods* Merchant Association was successfully created as a 501-C3 non-profit charitable organization. Also in November, the 2020 Plan was presented to the GPW Foundation. The Foundation donated \$2000 to the

Association for the creation of 20 banners to be displayed on utility poles along Mack Avenue within the city limits. A banner design has been presented to the City and plans are underway to have 20 24"x48" banners erected at ten sites on or before April 1st, 2019 at an estimated cost of \$2,500.

At this time, a seven member board of directors has been created including a president, vice president, treasurer and secretary. The association has 32 paying members and commitments from others. Dues of \$100/year per merchant have been established. Efforts to expand the size of the Association continue. The board has asked the City to provide The Historic Cook Schoolhouse, or other suitable venue to hold their monthly meetings at no charge.

CROSSWALK/POCKET PARK: Chair Fuller, Profeta, Vaughn, Vitale

Crosswalk subcommittee discussed crosswalk concepts with Gene Tutag, John Kosanke, and Pat Cawley (TIA - Transportation Improvement Association). Next steps are to:

- Await Pat Cawley to develop options for a pilot crosswalk at Beaufait
- Contact AEW to develop a concept plan and budget
- Contact Wayne county to discuss the concept and required implementation steps
- Finalize a plan and budget, and explore funding sources

STREETSCAPE: Chair Rocycki, Gilezan, Hamborsky

BUDGET REPORT:

Date	Description	Debit	Credit	Balance
	Planning & Zoning Center, Inc.	\$ 370.00		\$ 4,630.00
04/17/18	MAP Membership Dues	\$ 650.00		\$ 3,980.00
12/18/18	Name Plate (Ketels)	\$ 11.60		\$ 3,968.40
	2017/2018 End Fiscal Year			\$3,968.40
	2018/2019 NEW Fiscal Year		\$ 5,000.00	

PLANNING COMMISSION CONTINUED GOALS & OBJECTIVES:

- Continue to make improvements to the zoning ordinance by reviewing and updating the sign & awning ordinances, parking requirements, and adding provisions dealing with alternative energy facilities.

- 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.
- 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.

Respectfully submitted:

Planning Commission Members:

James Profeta, Chairperson

Kevin Ketels, Vice-Chair/Secretary

Mike Fuller

Grant Gilezan

Douglas Hamborsky

Richard Roczycki

Thomas Vaughn

John Vitale