

**CITY OF GROSSE POINTE WOODS, MICHIGAN**  
**20025 Mack Plaza Dr.**  
**Planning Commission Meeting**  
**Tuesday, December 11, 2018**  
**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 Workshop – 11/27/18  
    Planning Commission – 11/27/18
7. **PC ATTENDANCE FOR 2018 CITY COUNCIL MEETINGS**  
    Memo - 12/03/18 Building Official (Tutag)
8. **BUILDING OFFICIAL'S MONTHLY REPORT:**  
    Building Department Report – November 2018
9. **COUNCIL REPORT/s:**  
    November – Gilezan  
    December - Hamborsky
10. **INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING:**  
    January – Ketels
11. **NEW BUSINESS:**  
    **Subcommittees:**
  - A. 2020 Plan (Chair Hamborsky/Vitale/Fuller/Gilezan)
  - B. Branding (Chair Profeta/Hamborsky/VACANT)
  - 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.

MINUTES OF THE PLANNING COMMISSION WORKSHOP MEETING HELD ON NOVEMBER 27, 2018, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 6:33 p.m. by Chair Hamborsky.

Roll Call: Chair Hamborsky  
Planning Commissioners: Fuller, Gilezan, Ketels, Profeta, Vaughn, Vitale

Absent: Rozycki

Also Present: Building Official Tutag  
Deputy City Clerk Antolin

Also in attendance was Donna O'Keefe representing The Avenue in the Woods Business Association.

Motion by Profeta, seconded by Vitale, that tonight's agenda be accepted as presented.

Motion carried by the following vote:

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

Discussion ensued regarding rejuvenating the 2020 plan by moving projects along with reports and updates. The key topic of this meeting was to review the current ordinances and provide any changes or additions that may be beneficial to the city, residents, and business owners.

It was suggested that some of the changes can be implemented within the site plan approval process for new tenants. Here are some examples:

- Require extensive site plan improvements for landscaping;
- Tie right-of-way and streetscape improvements to business owners;
- Require façade improvements;
- Increase driveway allowance from 30% to 35%.

Discussion ensued regarding the Sign Ordinance. Uniformity creates a nice look with the streetscapes. It was recommended that the Planning Commission revisit this ordinance. Some topics included:

- Types of signs that should or should not be allowed. Blade signs, sandwich board (A-Frame) signs and neon signs are some examples;
- Types of awnings - striped awnings and barrel shaped awnings;
- Lack of graphics on signs.

PLANNING COMMISSION WORKSHOP

11-27-18

The Planning Commission requested the Building Official to:

- Meet with the City Attorney to discuss policy and procedure to ordinance changes;
- Revisit old Planning Commission files;
- Produce a copy of the City of Birmingham's sign ordinance.

Discussion ensued regarding other ideas or concepts that would enhance the Mack Avenue experience. Some of these ideas included:

- Street directory;
- Walkability on Mack Avenue;
- Solar Ordinance for both commercial and residential properties;
- Events on Mack Avenue;
- Holiday lights;
- Pre-paid or bagged parking meters.

Motion by Vaughn, seconded by Gilezan, that the Planning Commission Workshop be adjourned at 7:33 p.m. Passed unanimously.

Respectfully submitted,

Paul P. Antolin  
Deputy City Clerk

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON NOVEMBER 27, 2018, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:36 p.m. by Chair Hamborsky.

Roll Call: Chair Hamborsky  
Planning Commissioners: Fuller, Gilezan, Ketels, Profeta, Vaughn, Vitale

Absent: Rozycki

Also Present: Building Inspector Tutag  
Deputy City Clerk Antolin

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

Motion by Vaughn, seconded by Gilezan, to excuse Commission Member Rozycki from tonight's meeting.

Motion carried by the following vote:

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

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

Motion carried by the following vote:

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

The Chair recognized Council Representative Granger who was in attendance.

Motion by Gilezan, seconded by Vaughn, regarding **Approval of Minutes**, that the Regular Planning Commission Minutes of October 23, 2018, be approved as submitted.

Motion carried by the following vote:

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

The next item on the agenda was **Site Plan Review: Southpointe Vintage, 19517 Mack Avenue.**

The Building Official provided an overview of his memo dated November 14, 2018, and recommended approval of this request.

The following individual was heard on behalf of the petitioner:

Edward J. Russell III  
Russell Development Company

Discussion ensued regarding the site plan review for **Southpointe Vintage, 19517 Mack Avenue.**

Motion by Vitale, seconded by Ketels, regarding site plan review: **Southpointe Vintage, 19517 Mack Avenue.**, to approve the site plan as presented.

Motion by Vitale, seconded by Ketels, that the previous motion be amended by adding, "and to include the North and South connections to the existing building be reviewed by the Building Official."

Motion by Vitale, seconded by Ketels, that the previous motion be amended by adding, ", and to also include the Building Official's review and approval of the lighting and landscaping improvements in front of the building."

Motion carried by the following vote:

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

The next item was to **Schedule a Public Hearing: Michigan Regulation and Taxation of Marijuana Act (MRTMA).**

Discussion ensued regarding the purpose, procedures, and scheduling of the Public Hearing for a zoning ordinance amendment prohibiting marijuana facilities. The Building Official was asked to include the attachments from the City Attorney's letter dated

November 20, 2018, into the December's meeting packet. The attachments to be included are as follows:

1. The "Resolution for land use moratorium regarding recreational marijuana establishments."
2. The draft ordinance amendment to Sec. 50-186 – "Prohibited Uses-Marijuana Establishments", to prohibit marijuana establishments under the Michigan Regulation and Taxation of Marijuana Act (MRTMA).

Motion by Profeta, seconded by Vaughn, regarding scheduling a Public Hearing for a zoning amendment with regard to Michigan Regulation and Taxation of Marijuana Act (MRTMA), that a Public Hearing be scheduled for January 22, 2019 at 7:00 p.m.

Motion carried by the following vote:

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

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

1. Building Official is pleased with amount of construction throughout the city.
2. Many residents and businesses are renovating.
3. Beyond Juicery and Eatery has inspections scheduled prior to the holidays.
4. Jersey Mike's has permits ready to move forward for renovations.
5. There have been preliminary meetings with Montana Properties.
6. Demolition at Hawthorne and Marter has finally taken place.

Commissioners Fuller and Gilezan reported on the October and November 2018 Council Meetings, respectively.

The Chair stated he is the Planning Commission Representative scheduled to attend Council Meetings for the month of December.

Under New Business, the following items were discussed:

- **2020 Plan-** There is lots of activity from the subcommittees. The Chair will be presenting the 2020 Plan to the Grosse Pointe Foundation on December 4, 2018. Planning Commission would like to stay engaged with City Council to facilitate progress with the 2020 Plan. There were suggestions of possibly presenting 2020 plan to business owners within the city.
- **Branding –** An update was given regarding the status of The Avenue in the Woods Business Association. The association will be attending the Committee-of-the-Whole Meeting on December 10, 2018. The Commission would like to maintain open communication with the association to keep the momentum of interest going.

There was a consensus to try to set up a meeting with the association in January 2019.

- **Crosswalk/Pocket Park** – The subcommittee met with the Building Official, Public Safety Director and a traffic consultant on November 6, 2018. Key points to the meeting were as follows:
  - Develop a pilot crosswalk.
  - Contact the City Engineer to create concept plan.
  - Meet with Wayne County Officials to discuss the plan.
  - Finalize concept plan and budget.
  - Develop presentation package.

Currently, the Commission is waiting on feedback from the consultant.

- **Streetscape** – The Chair and Commissioner Gilezan will meet to revisit the progress and goals of this subcommittee.

Under New Business the following was heard:

- Article regarding the Headlee Amendment;
- New Bicycle Law – Bicyclists must be at least 3' away from other cyclists.

Motion by Gilezan, seconded by Profeta, that the Planning Commission Meeting adjourn at 9:19 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin  
Deputy City Clerk

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

TO: Planning Commissioners

FROM: Gene Tutag, Building Official

DATE: December 3, 2018

SUBJECT: PC Member Attendance at 2019 City Council Meetings

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City Council meetings are normally held on the first and third Mondays of each month at 7:00 p.m. A Planning Commission member is required to attend such meetings. Below are meeting dates with Planning Commission Members assigned for that month. Please make every effort to be in attendance to report back to the Planning Commission.

<b>MONTH</b>	<b>DATES</b>	<b>PC MEMBER</b>
January	7 - 28	Ketels
February	4 - 25	Profeta
March	4 - 18	Rozycki
April	1 - 15	Vaughn
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
December	2 - 16	Rozycki

If you cannot attend specific meeting/s, please make arrangements with other Planning Commission Member/s to cover.