

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

The meeting was called to order at 6:41 p.m. by Chair Hamborsky.

Roll Call: Chair Hamborsky  
Planning Commissioners: Gilezan, Profeta, Reiter, Vaughn

Absent: Fuller, Rozycki, Stapleton, Vitale (arrived at 6:56 p.m.)

Also Present: Building Official Tutag  
City Clerk Hathaway

Motion by Vaughn, seconded by Profeta, that Commission Members Fuller, Rozycki, Stapleton, and Vitale be excused from tonight's meeting.

Motion carried by the following vote:

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

Motion by Vaughn, seconded by Gilezan, that tonight's agenda be accepted as presented.

Motion carried by the following vote:

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

Discussion ensued regarding **2020 Plan implementation coordination**. The Chair stated the core of tonight's discussion was to review the last page of the plan. He distributed the 2020 – Vision Plan 2017, F. Action Plan – Next Steps (3 Year Plan) – Page 26 dated March 23, 2017. The members previously discussed the plan with the Committee-of-the-Whole on June 12, 2017. At that time, additional information was requested by the Committee from the Planning Commission and administration that has yet to be provided. Additionally, the Chair stated that there has been no action from the subcommittees. The Chair stated he would like to see the plan get some action and additional discussion with the Committee-of-the-Whole.

Following discussion, Commissioner Gilezan was added to Streetscape Sub-committee. The Committees, Chairs, and added tasks were identified as follows:

1. 2020 Plan (Chair Hamborsky/Vitale/Fuller/Gilezan)
2. Branding (Chair Stapleton/Profeta/Hamborsky)
  - a. Scope of work
  - b. Cost/funding – (Funding options identified in the plan)
  - c. Marketing
    - i. Gateway identification
  - d. Community events
3. Crosswalk/Pocket Parks (Chair Fuller/Vaughn/Vitale)
  - a. Scope of work
  - b. Cost/funding
    - i. Businesses help fund – sponsorships
  - c. Implementation of Brownfields/Lands Banks
4. Streetscape (Chair Rozycki/Hamborsky/Gilezan)
  - a. Scope of work
  - b. Cost/funding
  - c. Inventory existing streetscape;
  - d. Light poles
  - e. Banners
  - f. Ordinance inclusion
    - i. Provide a recommendation to the Planning Commission, then Council.

Commissioner Vitale was now in attendance, and stated the no or low cost items would be the most probable to achieve.

Commissioner Vitale stated that the ordinance should be amended to include some of these items during site plan review. Considerations may include a percentage of a renovation, change of business, or new build. The Building Inspector was asked to provide recommendations.

There was a suggestion to schedule two subcommittees to meet on a monthly basis at 6:30 p.m.

Commissioner Vitale contacted Council Member Shetler regarding a meeting with the Mayor's Mack Avenue Business Study Committee who said a meeting would be scheduled in March. That Committee has the 2020 Plan as a future topic for its agenda. Commissioner Vitale will obtain an update on a meeting date.

There was a consensus to schedule two subcommittee meetings at 6:30 p.m. on March 27, 2018, which are to meet simultaneously in separate rooms:

1. Streetscape;
  - a. The Building Inspector will provide specification sheets and information on trash cans, planters, benches, etc.
2. Pocket Park.

PLANNING COMMISSION WORKSHOP  
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Motion by Vaughn, seconded by Vitale, that the Planning Commission Workshop be adjourned at 7:29 p.m. Passed unanimously.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk