

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JANUARY 23, 2018, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN

The meeting was called to order at 7:31 p.m. by Chair Fuller.

Roll Call: Chair Fuller  
Planning Commissioners: Hamborsky, Profeta, Reiter, Rozycki, Vaughn, Vitale

Absent: Gilezan (arrived 7:34 p.m.), Stapleton

Also Present: Building Inspector Tutag  
City Clerk Hathaway

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

MOTION CARRIED by the following vote:

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

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

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

MOTION CARRIED by the following vote:

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

Motion by Vaughn, seconded by Vitale, regarding **Approval of Minutes**, that the Regular Planning Commission Minutes of December 12, 2017, be approved as submitted as corrected.

MOTION CARRIED by the following vote:

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

The next item on the agenda was **Appointments – Election of Chair and Vice-Chair.**

Motion by Vaughn, seconded by Vitale, to nominate Commission Member Hamborsky to serve as Chair for 2018.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Stapleton

Motion by Vaughn, seconded by Hamborsky, to nominate Commission Member Profeta to serve as Vice Chair for 2018.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Stapleton

Discussion ensued regarding the **Planning Commission Rules of Order and Procedure**, and changing the meeting start time to 7:00 p.m. There was a consensus of the Commission to change the start time commencing January 2019, and to amend the rules in 2019 to include this change under Item 5 of the rules.

Motion by Vitale, seconded by Hamborsky, to change the Planning Commission Meeting start time from 7:30 p.m. to 7:00 p.m. effective January 2019.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Stapleton

Motion by Profeta, 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, Profeta, Reiter, Rozycki, Vaughn, Vitale

NO: None

ABSENT: Stapleton

The next item discussed was regarding **scheduling of a public hearing for the proposed regulated uses ordinance.** The Building Official requested the Planning

Commission set a public hearing for March 27, 2018, to discuss an ordinance for a zoning modifications in the C and C2 districts.

Motion by Vaughn, seconded by Hamborsky, regarding public hearing: Proposed Regulated Use Ordinance, that the Planning Commission set March 27, 2018, for a public hearing.

MOTION CARRIED by the following vote:

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

Discussion then ensued regarding the **Planning Commission budget for Fiscal Year 2018/19**. The Building Official stated the Commission's annual budget is \$5,000.00, and with remaining funds he suggested planning education classes are available if Commission members are interested in attending. Also, he offered to coordinate education sessions locally and invite the other Grosse Pointe Communities.

Motion by Hamborsky, seconded by Vitale, to approve a Planning Commission 2018/19 budget request in the amount of \$5,000.00.

MOTION CARRIED by the following vote:

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

Information was reported by the Building Official regarding **Legacy Oaks, 850 Briarcliff**. He is preparing for a walk-through, and they are making progress. There is nice workmanship and quality materials are being used. They are looking for a Certificate of Occupancy in June/July of 2018.

The next item was the **Building Official's report**, and the following items were presented:

1. Liggett School has put down some masonry and making progress;
2. Glow Spa has installed their siding and is looking nice;
3. 1298 Hawthorne is being adjudicated in Circuit Court. A permit was pulled today for foundation work and the Judge gave them until March 15<sup>th</sup> to complete required work;
4. Working on the rental ordinance to propose a few changes;
5. Reviewing the Building Department's fee schedule;
6. Caribou is having Phase I testing;
7. Radio Shack is going to be an Art Van Sleep Center.

Chair Fuller provided a report on City Council's January meetings.

Regarding the **2020 Plan**, Chair Fuller stated he spoke to the Mayor who stated that Council Member Shetler would be scheduling a Mayors Mack Avenue Business Study Committee meeting to discuss 2020 Plan.

Commissioner Vaughn suggested a joint meeting of the Planning Commission and the Mayors Mack Avenue Business Study Committee. Commissioner Vitale stated that a formal presentation would be appropriate, and that he would be willing to coordinate a meeting.

Commissioner Gilezan suggested budgeting to prepare for the 2020 plan. The Building Official stated his vision would be that monies would be obtained from a grant. Commissioner Hamborsky suggested that an annual percentage of budgeted funds, a line item, be added to the budget in combination with a possible grant. The Building Official stated he would discuss it with the Treasurer/Comptroller.

The Building Official stated the TIA is currently performing traffic studies on Mack Avenue.

There was a consensus of the Commission to schedule a Planning Commission Workshop at 6:30 p.m. on February 27, 2017, to discuss the 2020 Plan, subcommittees, and priority projects.

Commissioner Gilezan is Council Representative for February.

Motion by Vitale, seconded by Vaughn, that the Planning Commission Meeting be adjourned at 8:24 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk