

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting
Tuesday, July 25, 2017
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 – 06/28/16
 - Planning Commission – 05/23/17
7. **INTRODUCTION OF UNIVERSITY LIGGETT SCHOOL FIELD HOUSE, 1045 COOK ROAD**
 - Memo – 07/19/17 – Building Official Tutag
8. **SCHEDULE A PUBLIC HEARING: UNIVERSITY LIGGETT SCHOOL FIELD HOUSE, 1045 COOK ROAD**
 - Letter of Request – 07/20/17 – CBRE, Scott D. Cave
9. **BUILDING OFFICIAL'S MONTHLY REPORT:**
 - Building Department Report – May 2017
 - Building Department Report – June 2017
10. **COUNCIL REPORT:**
 - June – Hamborsky
 - July – Profeta
11. **INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING:**
 - August - Reiter
12. **NEW BUSINESS:**
 - Subcommittees:**
 - A. 2020 Plan (Chair Hamborsky/Vitale/Fuller/Gillezan)
 - B. Branding (Stapleton/Profeta/Hamborsky)
 - C. Crosswalk/Pocket Park (Chair Fuller/Vaughn/Vitale)
 - D. Streetscape (Roczycki/Hamborsky)
13. **PUBLIC COMMENT:**
14. **ADJOURNMENT:**

PLANNING COMMISSION WORKSHOP
06-28-16 – 1

MINUTES OF THE PLANNING COMMISSION WORKSHOP MEETING HELD ON JUNE 28, 2016 IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 6:38 p.m. by Chair Stapleton.

Roll Call: Chair Stapleton
Gilezan, Hamborsky, Rozycki, Vitale

Absent: Fuller, Profeta, Reiter, Vaughn

Also Present: Building Official Tutag
Deputy City Clerk Gerhart

The first item on the agenda was the **Proposed Repair Bay Addition Mack Auto Center, 20805 Mack Avenue**. The Building Official provided an overview of the proposed addition of one additional repair bay to Mack Auto Center at 20805 Mack Avenue. He has met with both the architect and the owner of the business. The Building Official distributed a memo dated June 28, 2016 from Detective Schroerlucke regarding the proposed addition. The proposed addition would require a special land use variance in addition to a parking variance.

Bill Quinlan, of Quinlan Associates, 19900 E. Doyle Place, Grosse Pointe Woods was presented for discussion and questions regarding the proposal.

It was the consensus of the Committee that the proposed plan would not receive approval from the Planning Commission at a Public Hearing. The existing land use is currently non-conforming and the addition of an additional bay would only serve to worsen the problem.

The Planning Commission Workshop was adjourned at 7:14 p.m.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON MAY 23, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:33 p.m. by Vice-Chair Hamborsky.

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

Absent: Chair Fuller, Rozycki, Stapleton, Vitale

Also Present: Building Official Tutag
Deputy City Clerk Gerhart

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

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

MOTION CARRIED by the following vote:

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

Motion by Profeta, seconded by Reiter, regarding **Approval of Minutes**, that the Planning Commission minutes dated March 28, 2017, be approved as submitted.

MOTION CARRIED by the following vote:

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

The next item on the agenda was **Proposed Façade Change: Glow Manicure Pedicure, 20567 Mack Avenue**. Building Official Tutag provided an overview of the project. Michael Blane of Stuckey Vitale Architects, on behalf of Glow Manicure Pedicure, was present for questions and discussion.

Motion by Vaughn, seconded by Profeta, regarding the **Proposed Façade Change: Glow Manicure Pedicure, 20567 Mack Avenue**, to approve the façade change as presented.

MOTION CARRIED by the following vote:

YES: Gilezan, Hamborsky, Profeta, Reiter, Vaughn

NO: None

ABSENT: Fuller, Rozycki, Stapleton, Vitale

The next item on the agenda was the **Building Official's Monthly Report – February 2017**. Mr. Tutag reported the following:

- He met with representatives from University Liggett School and they intend on proceeding with the construction of a new field house. Since the field house will be located on the opposite side of Cook Road from the main campus, a traffic safety study is currently being conducted. He recommended that University Liggett hold neighborhood meetings and a workshop with the Planning Commission to solicit feedback prior to the required public hearings in front of both the Planning Commission and the City Council;
- He contacted Wayne County Commissioner Timothy Killeen regarding potential grants and other funding sources for improvements along Mack Avenue. The Planning Commission would like to present the 2020 Vision Plan to Mr. Killeen at a Planning Commission meeting following the joint Committee-of-the-Whole and Planning Commission meeting on June 12, 2017;
- A Phase One Environmental Impact Assessment has been ordered for the Hunt Club.

Regarding the **Council Reports**:

- Member Gilezan had nothing to report.

Commission Member Hamborsky will attend the Council Meetings in June.

Under **New Business**, the following **Subcommittee Report** was provided:

2020 Plan – Commission Members Hamborsky and Gilezan reported the subcommittee was looking forward to presenting the plan to the City Council at the joint meeting on June 12, 2017, in the Garden Room of the Grosse Pointe Woods Community Center at 6:00 pm.

Branding – Commission Members Hamborsky and Profeta had nothing to report.

Crosswalk/Pocket Park – Commission Member Gilezan had nothing to report.

Streetscape – Commission Member Hamborsky had nothing to report.

The Planning Commission then held discussion regarding potentially updating the sign and zoning ordinance in the future. It was the consensus of the Planning Commission to hold discussion regarding potential amendments to the zoning ordinance at the next Planning Commission meeting. The Building Official was directed to provide the Commission with examples of best zoning practices as well as zoning ordinances for comparable communities.

Under public comment, the following individual was heard:

- George McMullen, 1382 Hollywood, reminded the Planning Commission of the upcoming Special Primary Election for State Representative.

Motion by Gilezan, seconded by Vaughn, that the Planning Commission Meeting adjourn at 8:35 p.m. PASSED UNANIMOUSLY.


Respectfully submitted,

Steve Gerhart
Deputy City Clerk

CITY OF GROSSE POINTE WOODS
Building Department
MEMORANDUM

DATE: July 20, 2017

TO: Planning Commission

FROM: Gene Tutag, Building Inspector 

SUBJECT: ULS Field House, 1045 Cook Road

Raymond Cekauskas of Landry/Cekauskas Architecture will be providing the Planning Commission an overview and introduction of the proposed athletic field house at the University Liggett School campus.

The project will require Special Land Use approval due to the underlying CF (Community Facilities) zoning of the properties.



SPECIAL LAND USE REQUEST

CBRE
2000 Town Center, Suite 500
Southfield, MI 48075

248 914.3184 Cell
248 353.8134 Fax

Scott.Cave@cbre.com
www.cbre.com

Date: July 20th, 2017
To: Mr. Gene Tutag, Chief Building Official
City of Grosse Pointe Woods MI
From: Scott Cave, CBRE. University Liggett Project Representative
Subject: Special Land Use – Request

Dear Mr. Tutag,

On behalf of the University Liggett School, I am requesting consideration to receive Special Land Use designation for the John A. and Marlene L. Boll Campus Center at the next scheduled Planning Commission Meeting.

Thank you for your consideration.

Respectfully,

A handwritten signature in blue ink that reads "Scott D. Cave".

Respectfully,

Scott Cave | Senior Project Manager, LEED AP
CBRE | Detroit Project Management
2000 Town Center - Suite 500 | Southfield, MI 48075
T 248 936 6844 | F 248 353 8134 | C 248 914 3184

**City of Grosse Pointe Woods
BUILDING DEPARTMENT
Monthly Financial Report – MAY 2017**

Permits Issued: 224
Rental Certificates: 11 Total: \$ 35,155

CODE ENFORCEMENT

Abandoned/Foreclosure Compl. Notices Issued:	0
# of Complaints Investigated by Code Enforcement:	112
Closed Due to Compliance:	105
Open for Longer Compliance Time:	7
Citations Issued:	0
Early Trash Notices:	2
Code Violation Notices to Residents:	5
Tall Grass Notices Issued:	89
Stop Work notices to Contractors (working w/o permit):	1
Outside Storage:	4

NEW BUSINESS

Revive Rehab Center II LLC, 20311 Mack Avenue

Permits Issued:	266	
Rental Certificates:	17	Total: \$ 41,404

Abandoned/Foreclosure Compl. Notices Issued:	0
# of Complaints Investigated by Code Enforcement:	8
Closed Due to Compliance:	6
Open for Longer Compliance Time:	2
Citations Issued:	1
Early Trash Notices:	0
Code Violation Notices to Residents:	4
Tall Grass Notices Issued:	40
Stop Work notices to Contractors (working w/o permit):	2
Outside Storage:	1

None