

PLANNING COMMISSION

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MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, FEBRUARY 23, 2016, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:34 p.m. by Chair Vitale.

Roll Call: Chair Vitale
Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vaughn

Absent: Profeta, Stapleton

Also Present: Building Official Tutag
Deputy City Clerk Gerhart

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

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

Motion by Rozycki, seconded by Fuller, 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, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

The Chair recognized Council Member Ketels who was in attendance at tonight's meeting.

Motion by Rozycki, seconded by Vaughn, regarding **Approval of Minutes**, that the Planning Commission minutes dated November 24, 2015, be approved as submitted.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

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

Motion by Vaughn, seconded by Rozycki, that Vice-Chair Stapleton be elected to the position of Chair.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

Motion by Vaughn, seconded by Gilezan, that Commission Member Fuller be elected to the position of Vice Chair/Secretary.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

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

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

The next item on the agenda was **GPW Planning Commission Annual Report 2015**. Building Official Tutag provided an overview of the draft report; changes will be made to the budget report. The commission members were asked to review the annual report and provide Building Official Tutag with any changes, corrections or inclusions. The Commission noted that Commission Member Gilezan name was not listed as a member of 2020 subcommittee.

Motion by Gilezan, seconded by Vaughn, to adopt the **GPW Planning Commission Annual Report 2015** and that it be referred to the City Council.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

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The next item on the agenda was **Discussion – Budget for Fiscal Year 2016/17**. The chair provided an overview of the budget and how it was the same as the prior fiscal year.

Motion by Rozicki, seconded by Fuller, to approve the proposed **Budget for Fiscal Year 2016/17**, as submitted.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

The next item on the agenda was **Review of Three Sign Application: Med Post Urgent Care, 20599 Mack Avenue**. Building Official Tutag provided an overview of the application, noting that the ordinance limits the message units on a property to 10 units, only allows two signs per building, and also limits the size to 12 square feet; therefore, the request was denied. Discussion ensued regarding the aesthetics and necessity of the proposal. Stephen Marley, on behalf of Med Post Urgent Care, was present to answer questions.

Motion by Hamborsky, seconded by Fuller, regarding Sign Applications: Med Post Urgent Care, 20599 Mack Avenue, that the Planning Commission, recommend to the City Council that the requested sign variance be approved as the proposed signs would be in the best interest of the City and not against the spirit and intent of the sign chapter based on the following reasons:

1. The signs and variances are necessary to provide a reasonable scale to the signs based upon the size and scope of the overall development that is unique as it encompasses an entire city block on Mack Avenue;
2. Four trees in the right of way along Mack Avenue will partially obstruct the wall signs during the summer months;
3. Similar variances have been granted to CVS and Kroger on Mack Avenue under comparable circumstances; and
4. The signs, and this development, are in the best interest of the city.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

Motion by Rozycki, seconded by Vaughn, that the Planning Commission immediately certify the previous motion.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Profeta, Stapleton

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The next item on the agenda was the **Building Official's Monthly Report – November/December 2015 & January 2016**. Mr. Tutag reported the following:

- He has checked into the status of the proposed bike path in the community and no action will be taken;
- He will look into the speed limit along Mack and report to the Commission next month;
- The progress in the Briarcliff project is progressing nicely;
- A lot of residential remodeling work is being done in the City;
- A new home will be built at 128 Sunningdale.

Regarding the **Council Reports**:

- Member Reiter reported that Chapter 50 Zoning, Section 50-526, Accessory Buildings had it's first reading. Also he reported that Commission Members Fuller, Hamborsky, and Stapleton were reappointed to the Commission with terms expiring 12/31/18.
- Council Member Ketels reported that he will be transferring to the Beautification Commission and will be replaced by Council Member Bryant.

Commission Member Reiter will attend the Council Meetings in February.

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

2020 Plan – Commission Members Hamborsky, Vitale, Fuller and Gilezan reported that additional work has taken place. The subcommittee is looking to include bike racks into the streetscape for the final 2020 plan.

Under public comment, the following individual was heard:

- Commission Member Vaughn thanked the City for the Commissioner Appreciation reception.
- The Building Official provided an overview of the Churchill's project and that progress is being made, and the structural engineer has been working with the developer.
- Commission Member Gilezan extended his thanks to Chair Vitale for his work as chair over the previous year.

Motion by Rozycki, seconded by Vaughn, that the Planning Commission Meeting be adjourned at 8:14 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk