

**CITY OF GROSSE POINTE WOODS, MICHIGAN**  
**20025 Mack Plaza Dr.**  
**Planning Commission Meeting**  
**April 28, 2015**  
**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 – 03/24/15
7. **SITE PLAN REVIEW: FERRARA DERMATOLOGY CLINIC EXPANSION, 20045 MACK AVE.**
  - (A) Permit Application – 04/13/15
  - (B) Letter of Request to PC – 04/10/15 (R.Ferrara)
  - (C) Letter of Request to PC – 04/13/15 (R.Cliffe)
  - (D) Letter of Request to ZBA – 04/20/15 (R.Ferrara)
  - (E) Letter of Request to ZBA – 04/20/15 (R.Cliffe)
  - (F) ZBA Application – 04/20/15
  - (G) Memo – 04/21/15 – Building Official (G.Tutag)
  - (H) Memo – 04/16/15 – DPW Director (J.Ahee)
  - (I) E-mail – 04/22/15 – DPW Director (B.Smith)
  - (J) Aerial Photo – 20045 Mack Avenue
  - (K) Photos (3)
  - (L) Site Plans – Rec'd 4/13/15
    - (1) SP-1 Title Sheet & Site Plan
    - (2) A-1 Foundation Plan
    - (3) A-2 Floor Plan
    - (4) A-5 Elevations
8. **BUILDING OFFICIAL'S MONTHLY REPORT:**  
Building Department Report – February 2015
9. **COUNCIL REPORT:**  
April – Profeta

**10. INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING:**

May - Rozycki

**11. NEW BUSINESS:**

2020 Plan (Hamborsky/Vitale/Fuller/Gilezan)

Special Sign (Vaughn/Fuller/Stapleton)

**12. PUBLIC COMMENT:**

**13. ADJOURNMENT:**



PLANNING COMMISSION  
03/24/15 – 01

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, MARCH 24, 2015, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:32 p.m. by Chair Rozycki.

Roll Call: Chair Rozycki  
Fuller, Gilezan, Hamborsky, Harrell, Profeta, Stapleton, Vaughn, Vitale

Absent: None

Also Present: Building Official Tutag  
Deputy City Clerk Gerhart

Motion by Stapleton, 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, Harrell, Profeta, Rozycki, Stapleton, Vaughn, Vitale  
NO: None  
ABSENT: None

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

Motion by Profeta, seconded by Fuller, regarding **Approval of Minutes**, Planning Commission minutes dated December 9, 2014, be approved as submitted.

MOTION CARRIED by the following vote:

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

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

Motion by Stapleton, seconded by Rozycki, that Commission Member Vitale be elected to the position of Chair.

MOTION CARRIED by the following vote:

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

PLANNING COMMISSION  
03/24/15 – 02

Motion by Rozycki, seconded by Vitale, that Vice Chair Stapleton be re-elected to the position of Vice Chair/Secretary.

MOTION CARRIED by the following vote:

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

Motion by Vaughn, seconded by Vitale, that the Planning Commission approve and adopt the **Rules of Order and Procedure**, as revised.

MOTION CARRIED by the following vote:

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

The next item on the agenda was **GPW Planning Commission Annual Report 2014**. Building Official Tutag provided an overview of the draft report. The commission members were asked to review the annual report and provide Building Official Tutag with any changes, corrections or inclusions. Under the budget report provided on page four the term "percent used" should be changed to "percent unused".

Motion by Vitale, seconded by Vaughn, to adopt the **GPW Planning Commission Annual Report 2014** and that it be referred to the City Council.

MOTION CARRIED by the following vote:

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

The next item on the agenda was the **Building Official's Monthly Report – February 2015**. Mr. Tutag reported the following:

- He met with Mike Fontana, regarding the property from Hawthorne to the City owned parking lot at Ridgemont and stated it will be placed up for sale. He has been approached regarding a potential hotel, but additional discussion is expected. The Building Official suggested he would like to see mixed-used development on the property.
- He met with the construction contractors for Legacy Oaks, and stated they will begin full construction in June or July. Some landscaping has begun as well as light demolition. Most of the units from Phase One have already been purchased.

## PLANNING COMMISSION

03/24/15 – 03

- A discussion was held with the architects from University Liggett regarding the field house. No decision has been made at this time between the school and the architect regarding plans for the construction of a new field house.
- The Rivers is progressing and they are looking to open the final skilled nursing phase by mid-summer. Assisted Living is accepting residents on the first floor, independent living has three to four families moving in per month.
- Two bidders have shown interest in the former Bank of America building at Mack and Linden; one law firm and the other a medical clinic.
- The Building Department is expecting to receive a variance request regarding the sign and awnings for the Churchill development.
- Nothing to report on Caribou Coffee.
- Discussion was held on the potential for expanding the special land use categories. The idea was presented for having a workshop regarding changes to special land use categories.

### Regarding the **Council Reports**:

- Member Fuller had nothing to report.
- Member Gilezan had nothing to report.
- Member Hamborsky had nothing to report.
- Member Harrell had nothing to report.
- Council Member Ketels informed the Commission that the Mayor's Mack Avenue Business Study Committee will meet on March 25, 2015, regarding the potential for purchasing of a Trolley. In addition, he informed the Commission that the City Administrator has already started looking into a traffic study regarding the lowering of the speed limit to 30 miles per hour on Mack Avenue.

Commission Member Profeta will attend the Council Meetings in April.

Under **New Business**, the following **Subcommittee Reports** were provided:

**2020 Plan** – Commission Members Hamborsky, Vitale, Fuller and Gilezan will be completing a final edit for presentation back to the Commission at the May Planning Commission.

**Special Sign** – Commission Members Fuller and Stapleton had nothing to report.

Hearing no objections, the following was discussed under New Business/Public Comment:

- The Building Official thanked Chair Rozycki for his service over the previous year as Chair.
- Discussion was also held regarding parking passes for employees of local business, as well as changes to the meter rates.

PLANNING COMMISSION  
03/24/15 – 04

Motion by Vaughn, seconded by Vitale, that the Planning Commission Meeting be adjourned at 8:20 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart  
Deputy City Clerk



CITY OF GROSSE POINTE WOODS  
Building Department  
20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
Ph 313.343.2426/Fax 313.343.2439

RECEIVED

APR 13 2015  
CITY OF GROSSE PTE. WOODS  
BUILDING DEPT.

**BUILDING PERMIT APPLICATION**  
**ZONING COMPLIANCE AND PLAN REVIEW**  
**COMMERCIAL AND RESIDENTIAL**

**ZONING COMPLIANCE INCLUDES:**

*Drives – Fences – Accessory Structures/Sheds (less than 200 sq ft) – Awnings – Garage Floors –  
Patios (non-elevated) – Play Structures*

Property Owner Name: Richard Ferrara MD Date: April 13 2015  
GP Woods Address: 20045 Mack Avenue e-mail: robertc@mga-architects.net  
Work#: 248-549-4500 Home/Cell#: 248-765-4572

Contractor/Applicant Name: Robert Cliffe RA - MGA Architects  
Telephone # 248-549-4500 Fax # 248-549-7300 Mobile/Cell # 248-765-4572  
Contractor Address: TBD  
MI Builder's License #: \_\_\_\_\_ MI Driver's License #: \_\_\_\_\_  
e-mail address: \_\_\_\_\_

**SPECIFY NATURE OF PROPOSED WORK:**

NEW ADDITION AT REAR OF BUILDING

Value of Construction \$ 300,000

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Applicant Signature: \_\_\_\_\_

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

**FOR OFFICE USE ONLY**

Approved: \_\_\_\_\_

Denied: X

Zoning Board of Approval Required # \_\_\_\_\_

(\$250)

Inspector: [Signature]

Date: 4/20/15

50-463 Lot coverage 40% max  
65.5% shown



4-10-2015

To the members of the Planning Commission,

I am submitting this letter to define the use of the proposed new building addition. First and foremost, my intent is to continue my career in its current location and not move based on lack of space to keep current in my field which includes both general dermatology and esthetic dermatology. I love the current location and wish to keep it as my permanent home base.

The first desire is for more storage space. The current basement has been maximized and a new section would allow me to move all remaining paper charts to the basement as well as all paper documents that need to be retained but kept HIPAA compliant. We have been on electronic medical records for the last two years and can now move all filing cabinets to the basement. We rotate some equipment and this is where it will be stored as well.

Second, my staff is in need of a lunch and conference room for ongoing learning, team building, and the ability to meet for lunch sessions. This conference room and office kitchenette will provide a valuable resource to build continuity throughout my staff and answer the space deficiency for lunch and meetings.

Third, there are newer lasers and devices utilized in this type of dermatology practice whereby a patient may need to be in a room for 1-4 hours at a time. This has congested the turnover of patients and, therefore, we have situations where there are no rooms available to accommodate patient flow and the schedule.

Fourth, with the existing structure, to get to the existing basement, staff has to go through a current patient room or go outside to enter the basement stairs. This has proved disruptive to a patient occupying room six. The new plan calls for a back hallway which will remedy the access to the basement keeping the access inside the building.

The plan has been carefully drawn out to add four additional patient rooms. Two will house very specific technologies which will allow a client the time needed to have the treatment in a relaxed and appropriate manor. Two other rooms will provide procedural access and open up the basic older rooms for the typical routine visits. The lunch conference room and kitchenette finish up the basic function of the first floor.

This explains the situation in detail.

Thank you for your consideration,

Richard Ferrara, MD





April 13, 2015

Planning Commission  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, MI 48236

Re: Site Plan Review for Proposed Building Addition to Ferrara Dermatology  
20045 Mack Ave  
MGA Job #15409

To the Members of the Planning Commission,

We are proposing a new one story addition to the Ferrara Dermatology Clinic building at 20045 Mack Avenue. The addition will be located at the rear of the existing building. This addition is required to allow Dr. Ferrara's practice to adjust to meet the growing needs of his patients and to provide amenities for his staff that are not currently available within the existing building footprint. Please see the attached letter from Dr. Ferrara for a more in-depth explanation.

The existing building is approximately 4,170 square feet. The new addition will be 1,595 square feet for a combined building area of 5,755 square feet. There will be a new 672 square foot basement expansion for storage under a portion of the addition.

The south side of the new building addition will be located three (3) feet away from the south property line to align with the existing wall and provide a walkway for patients to access the main entrance along Mack Avenue from the parking lot. This walkway will be illuminated by wall mounted decorative light fixtures that will match the existing lights.

The north side of the building addition will continue along the property line aligned with the existing north wall.

We have reviewed the parking requirements for the total building area based on the 1 space for 200 square feet of gross floor area, not including the basement storage. A total of twenty (29) off-street parking spaces are required based on the ordinance requirements. There will be five (5) existing parking spaces plus one (1) barrier free parking space for a total of six (6) off-street spaces. The municipal parking lot is located within 40 feet of the property and there are an additional eight (8) on-street parking spaces along Mack Avenue, adjacent to the main entrance to the building. These conveniently located public parking areas will compensate for the required parking spaces not available as off-street parking.

The south and west sides of the addition will match the existing brick, windows, and wall mounted light fixtures. The existing aluminum doors, frames, and transoms will be removed and reinstalled. The north wall will be painted concrete block to match the existing block on that side.

Please contact us at any time if you have any questions.

Sincerely,  
MOISEEV/GORDON ASSOCIATES, INC.

Robert J. Cliffe, RA

Moiseev/Gordon Associates, Inc.  
4351 Delemere Court Royal Oak, MI 48073

www.mga-architects.net  
248.549.4500 voice 248.549.7300 fax





4-20-2015

To the members of the Zoning Board of Appeals,

I am submitting this letter to define the use of the proposed new building addition. First and foremost, my intent is to continue my career in its current location and not move based on lack of space to keep current in my field which includes both general dermatology and esthetic dermatology. I love the current location and wish to keep it as my permanent home base.

The first desire is for more storage space. The current basement has been maximized and a new section would allow me to move all remaining paper charts to the basement as well as all paper documents that need to be retained but kept HIPAA compliant. We have been on electronic medical records for the last two years and can now move all filing cabinets to the basement. We rotate some equipment and this is where it will be stored as well.

Second, my staff has is in need of a lunch and conference room for ongoing learning, team building, and the ability to meet for lunch sessions. This conference room and office kitchenette will provide a valuable resource to build continuity throughout my staff and answer the space deficiency for lunch and meetings.

Third, there are newer lasers and devices utilized in this type of dermatology practice whereby a patient may need to be in a room for 1-4 hours at a time. This has congested the turnover of patients and, therefore, we have situations where there are no rooms available to accommodate patient flow and the schedule.

Fourth, with the existing structure, to get to the existing basement, staff has to go through a current patient room or go outside to enter the basement stairs. This has proved disruptive to a patient occupying room six. The new plan calls for a back hallway which will remedy the access to the basement keeping the access inside the building.

The plan has been carefully drawn out to add four additional patient rooms. Two will house very specific technologies which will allow a client the time needed to have the treatment in a relaxed and appropriate manor. Two other rooms will provide procedural access and open up the basic older rooms for the typical routine visits. The lunch conference room and kitchenette finish up the basic function of the first floor.

I hope this explains the situation in detail.

Thank you for your consideration,

Richard Ferrara, MD



April 20, 2015

Zoning Board of Appeals  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, MI 48236

Re: Variance Request for a Proposed Building Addition to Ferrara Dermatology  
20045 Mack Ave

To the Members of the Zoning Board of Appeals,

We are requesting a lot coverage variance to allow the construction of a new one story addition to the Ferrara Dermatology Clinic building at 20045 Mack Avenue. The property is zoned RO-1 Restricted Office. Section 50-463 states that the building lot coverage in the RO-1 zoning district is to be a maximum of 40% of the site area. We are requesting a variance to allow our building lot coverage to be 65.5% of the site area for the following reasons.

1. The RO-1 zoning for this property is not consistent with the zoning of the overwhelming majority of properties along the west side of Mack Avenue. Almost all of the commercial and office properties on the west side of Mack for over a half mile north, and over a mile south of our property, are zoned C-Commercial Business. The C zoned properties have no lot coverage restrictions and in some cases have a building that occupies almost the entire site with a lot size, business, or use similar to Dr. Ferrara's practice. What we are proposing will complement the building footprint sizes and massing proportions of buildings already established along the west side of the Mack Avenue business corridor.
2. The changing demands of new technologies for patients and staff require additional space that cannot be accommodated within the footprint of the existing building. Dr. Ferrara's practice has been located at this location for decades and is a well-established fixture within the community. Dr. Ferrara has little choice but to expand the building otherwise alternative locations for his practice will have to be considered which is not what he wants to do. Please see the attached letter from Dr. Ferrara for a more in-depth explanation of the use of the addition.

The existing building is approximately 4,170 square feet. The new addition will be 1,585 square feet for a combined building area of 5,755 square feet. The site area is 8,780 square feet. The south and west sides of the addition will match the existing brick, windows, and wall mounted light fixtures. The north wall will be painted concrete block to match the existing block on that side. There will be five (5) existing parking spaces plus one (1) barrier free parking space for a total of six (6) off-street spaces. The municipal parking lot is located within 40 feet of the property and there are an additional eight (8) on-street parking spaces along Mack Avenue, adjacent to the main entrance to the building.

Please contact us at any time if you have any questions.

Sincerely,

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Robert J Cliffe, RA

Moiseev/Gordon Associates, Inc.  
4351 Delemere Court Royal Oak, MI 48073

www.mga-architects.net  
248.549.4500 voice 248.549.7300 faxes



\*\*\*TYPE or PRINT NEATLY\*\*\*

CITY OF GROSSE POINTE WOODS  
20025 MACK PLAZA  
GROSSE POINTE WOODS MI 48236  
(313) 343-2440 – CITY CLERK  
FAX (313) 343-2785  
(313) 343-2426 – BUILDING DEPARTMENT  
FAX (313) 343-2439

APPLICATION TO THE ZONING BOARD OF APPEALS

1. Address of the Property 20045 MACK  
(Number and Street)

TO THE ZONING BOARD OF APPEALS

I (We) ROBERT CLIFFE - MGA ARCHITECTS 248-765-4572  
Name (Please Print) Phone No. (Daytime)  
4351 DELEMORE COURT, ROM OAK, MI 48073  
Address City State Zip

Hereby appeal to the Zoning Board of Appeals for a variance to:

ALLOW A BUILDING EXPANSION TO 65.5% OF THE LOT COVERAGE  
IN A R0-1 ZONING AREA WHERE THE MAXIMUM IS 40%

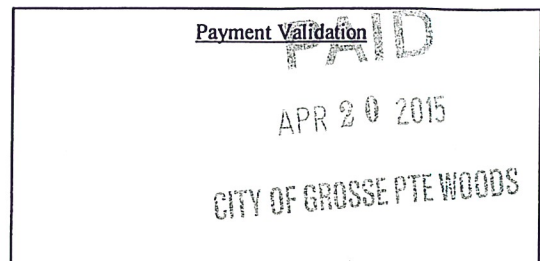
2. DESCRIPTION OF CASE (Fill out only items that apply)

a. Present zoning classification of the property R0-1

b. Description of property

(1) Size and Area of Lot 8780 SF

(2) Is the lot a corner or interior lot INTERIOR



**\*\*\*TYPE or PRINT NEATLY\*\*\***

**c. Description of EXISTING structures**

- (1) Total square footage of accessory building now on premises N/A; of main buildings 5
- (2) Uses of building on premises DERMATOLOGY CLINIC
- (3) Percentage of lot coverage of all buildings on ground level 41.5 %

**d. Description of PROPOSED structures**

- (1) Height of proposed structure 13'-4" TO MATCH EXISTING
- (2) Height and area of existing structure 13'-4" / 4170
- (3) Dimensions and area of structure or addition to be constructed 33'-1" x 52'-0"
- (4) Percentage of lot coverage of all buildings including proposed 65.5 %

**e. Yard setbacks after completion of addition/structure**

- (1) Front Yard (measured from lot line) 0 EXISTING
- (2) Side Yard (measured from lot line) 0' NORTH / 3' SOUTH
- (3) Rear Yard (measured from lot line) VARIES

**f. A sketch drawn to scale depicting the above information shall Be included herewith.**

3. **TYPE OF VARIANCE REQUEST: NON-USE** – Common regulations subject to non-use variance requests: setbacks, height or parking regulations, lot coverage, bulk or landscaping restrictions. Uniqueness: odd shape, small size, wetland, creek, natural features, big trees or slopes.

The applicant must present evidence to show that if the zoning ordinance is applied strictly, a practical difficulty to the applicant will result, and that all four of the following requirements are met: *(please answer all reasons)*.

- a) That the ordinance restrictions unreasonable prevent the owner from using the property for a permitted purpose.

THE R-O-T ZONING & 40% LOT COVERAGE IS NOT  
CONSISTENT WITH ALL THE C-COMMERCIAL ZONING  
THAT IS ON THE WEST SIDE OF MARK AVENUE. THERE  
ARE NO LOT COVERAGE RESTRICTIONS IN C ZONING.  
SEE ATTACHED LETTER



**\*\*\*TYPE or PRINT NEATLY\*\*\***

- b) That the variance would do substantial justice to the applicant as well as to other property owners in the district, and a lesser relaxation than that requested would not give substantial relief to the owner of the property or be more consistent with justice to other property owners.

THIS VARIANCE WOULD ALLOW THIS PROPERTY TO BE  
USED TO ITS POTENTIAL, SIMILAR TO ALL THE C-COMMERCIAL  
PROPERTIES ON THE WEST SIDE OF MARK AVENUE

- c) That the plight of the landowner is due to the unique circumstances of the property.

THE R-1 ZONING & 40% LOT COVERAGE FOR THIS SITE  
IS NOT CONSISTENT WITH THE C-COMMERCIAL ZONING THAT  
EXTENDS OVER A HALF MILE NORTH & 1 MILE SOUTH ON THE  
WEST SIDE OF MARK

- d) That the alleged hardship has not been created by any person presently having an interest in the property.

THE NEED FOR ADDITIONAL SPACE TO BETTER SERVE  
THE PATIENTS & MEET WITH CURRENT TECHNOLOGIES  
MAKES THIS VARIANCE A REQUIREMENT

**\*NOTE:** When answering questions pertaining to use and non-use variances, additional paper may be used if necessary.

4. **TYPE OF VARIANCE REQUEST: USE** – A use variance permits a use of land that is otherwise not allowed in that zoning district. The applicant must present evidence to show that if the zoning ordinance is applied strictly, an unnecessary hardship to the applicant will result, and that all four of the following requirements are met (*please answer all reasons*):

- a) That the property could not be reasonably used for the purpose permitted in that zone.

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**\*\*\*TYPE or PRINT NEATLY\*\*\***

- b) That the appeal results from unique circumstances to the property and not from general neighborhood conditions

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- c) That the use requested by the variance would not alter the essential character of the area.

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- d) That the alleged hardship has not been created by any person presently having an interest in the property.

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When granting any variance, the Board must ensure that the spirit of the ordinance is observed, public safety secured, and substantial justice done.

5. Interpretation of the Zoning Ordinance is requested because:

IT IS IMPEDING THE POTENTIAL OF THE USE CURRENTLY  
ON THIS SITE DUE TO THE RO-1 ZONING WHICH IS  
NOT CONSISTENT WITH THE C-ZONING ON MAP.  
FOR THE PURPOSE OF LOT COVERAGE

6. Article and Section of the Zoning Ordinance that is being appealed:

ARTICLE III, DIVISION 9, SECTION 50-463

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**\*\*\*TYPE or PRINT NEATLY\*\*\***

*I hereby depose and say that all the above statements and the statements contained in the papers submitted herewith are true and correct.*



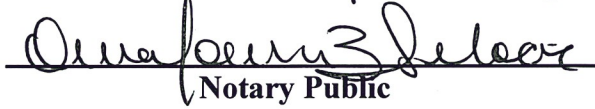
Signature of Property Owner



Signature of Applicant

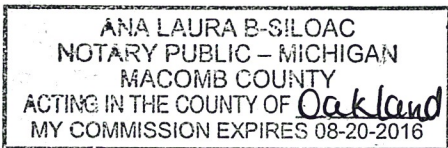
Subscribed and sworn to before me this 20th day of April 2015

For Robert John Cliffe  
(Applicant)

  
Notary Public

My Commission expires 08/20/16


**NOTE: The Zoning Board of Appeals meets the first and third Monday of each month at 7:30 PM. The application must be filed with the City Clerk with a fee in the amount of \$250 a minimum of 14 days prior to council hearing.**





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

**TO:** Planning Commission

**FROM:** Gene Tutag, Building Official 

**DATE:** April 21, 2015

**SUBJECT:** Site Plan Review – Proposed Addition  
Ferrara Dermatology Clinic, 20045 Mack Avenue

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Dr. Richard Ferrara is proposing a building addition to his practice located at 20045 Mack Avenue. The addition is needed as the current facility does not have the required room for Dr. Ferrara to incorporate the latest technology into his field which includes both general dermatology and esthetic dermatology. The addition will also provide a much needed staff lunch/conference room. Dr. Ferrara has been part of the Grosse Pointe community for many years and desires to remain in the current location. Dr. Ferrara has provided correspondence dated April 4, 2015 fully explaining the need for this expansion.

The applicant has submitted the required plans (sheets: SP-1, A-1, A-2, and A-5 dated 4-13-15) and documentation in accordance with the following:

Sec. 50-374(a) *Approval required.* All plans for new construction, renovations, remodeling or exterior building alterations within all C commercial district, the RO-1 restricted office district, and the C-2 high intensity city center district shall be submitted to the building inspector for approval prior to the issuance of any building, sign, or awning permit and any new certificate of occupancy as may be required. All plans will be submitted to the planning commission for review consistent with the design standards ordinance, unless otherwise exempt under subsection (b) of this section.

The property is currently zoned RO-1 Restricted Office, and according to Section 50-448(2), medical centers are a permitted use. The proposed use is also compliant with the City's Master Plan.

The new addition will add 1,585 square feet to the rear of the existing building bringing the total building area to 5,755 square feet. The proposed addition will bring lot coverage on the property to 65.5%.

Sec. 50-463 limits the maximum lot coverage in this district to 40%. A variance will be applied for to allow the addition to be constructed.

The site plan is otherwise compliant with the city's code. Parking is not subject to the exact parking requirements of the ordinance and is addressed in the attached letter from City Attorney Charles Berschback.

The addition's exterior will match that of the existing building including light fixtures, brick, paint, windows, and flashing. Mechanical equipment on the roof will be screened as shown on the plans. The rear elevation of the building will be all brick.

Public Services and Public Safety have reviewed the plans and have no objections to the project (copy's attached).

Section 50-37 requires that if a site plan requires further review by the City Council, or as in this instance the zoning Board of Appeals, the Planning Commission shall recommend approval, approval with conditions, or disapproval with its reasons.

The standards which are applied for granting a dimensional or non-use variance are found in section 50-149 which are based on M.C.L. 125.3604 Sect 601(7).

**Sec. 50-149. - Variance standards.**

(a) *Dimensional or nonuse variances.* The zoning board of appeals may grant a dimensional or nonuse variance only upon a finding that compliance with the restrictions governing area, setbacks, frontage, height, bulk, density, or other dimensional provisions would create a practical difficulty. A finding of practical difficulty, based on competent, material, and substantial evidence on the record, shall require the petitioner to demonstrate that all of the following conditions are met:

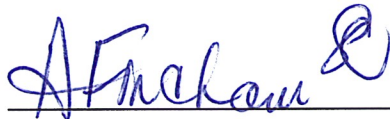
- (1) That strict compliance with the restrictions governing area, setbacks, frontage, height, bulk, density, and other similar items would unreasonably prevent the petitioner from using the property for a permitted purpose or would render conformity with said restrictions unnecessarily burdensome.
- (2) That a variance would do substantial justice to the petitioner as well as to other petitioners in the zoning district; or whether a lesser relaxation of the restrictions would give substantial relief to the petitioner and be more consistent with justice to others (i.e., are there other more reasonable alternatives);
- (3) That the plight of the petitioner is due to unique circumstances of the property;
- (4) That the petitioner's problem is not self-created.
- (5) That the spirit of this chapter will be observed, public safety and welfare secured, and substantial justice done

It is recommended that the site plan be approved as submitted subject to granting a variance of section 50-463 for the 65.5% lot coverage. It is further recommended that the Planning Commission provide the following recommendation to the Zoning Board of Appeals recommending approval of the variance based upon the following facts:



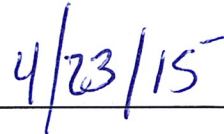
1. The subject property is a trapezoidal shaped lot. Due to the size of the property and the requirements of Section 50-463, the only way the applicant could add the needed space in compliance with the current ordinance and keep his practice in its current location would be to add a second story to the existing building which would require an elevator, structural analysis, and alterations to the existing structure. A two story building would not be consistent with the surrounding area as the buildings to the north and south are single story. The proposed addition is consistent with the overall development of the area.
2. The RO-1 District regulations, with regard to setbacks, is exclusive as no front, rear or side yards are required; however, lot coverage is limited to a maximum of 40%.
3. The property is somewhat unique as only 8% of the total land use in the city is zoned RO-1.
4. Laws regarding health care, patient privacy and record retention are constantly changing along with technology and medical treatments that require additional patient rooms and space in general. The petitioner has no control over these factors.
5. The granting of the requested variance will preserve the spirit and intent of the ordinance, public safety and welfare will be secured, and substantial justice done.
6. The applicant's property is immediately north of a municipally owned public parking lot and not subject to the codes off-street parking regulations

APPROVED BY: \_\_\_\_\_




**Alfred Fincham**  
**City Administrator**

DATE: \_\_\_\_\_



MEMO 15 - 11

TO: Gene Tutag, Building Official

FROM: Joseph J Ahee, Director of Public Services 

DATE: April 16, 2015

SUBJECT: Site Plan Review for Rear Addition – 20045 Mack Avenue

I have reviewed the proposed site plan for an expansion at Ferrara Dermatology Clinic, 20045 Mack Avenue. Provided there is no need for additional water and sewer services, I have no objections to this request.

If you have any questions please call me.

dm

## Gene Tutag

---

**From:** Bruce Smith  
**Sent:** Wednesday, April 22, 2015 3:40 PM  
**To:** Gene Tutag  
**Subject:** Proposed Addition at 20045 Mack

Gene,

Last week we looked over the plans for an addition to the rear of the business at 20045 Mack, Ferarra Dermatology. I can see no reason why Public Safety would have any objections to the building project. They may lose a few parking spaces but the close proximity to the City Municipal parking lot would offset those lost.

Sincerely,

**Director Bruce J. Smith**  
City of Grosse Pointe Woods  
Department of Public Safety  
20025 Mack Plaza Drive  
Grosse Pointe Woods, MI 48236  
**Office 313-343-2419**  
**Cell 313-319-8493**  
**Fax 313-343-9941**  
**[bsmith@gpwwmi.us](mailto:bsmith@gpwwmi.us)**





Imagery Date: 10/1/2013 42°25'58.38" N 82°54'33.65" W e









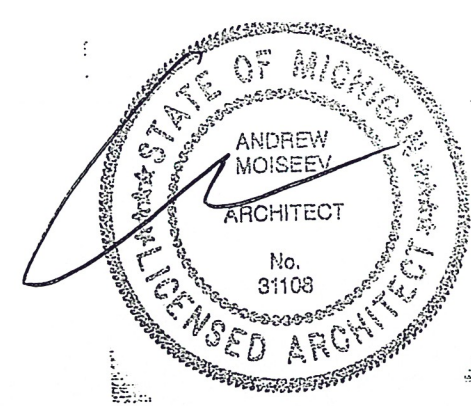






# Ferrara Dermatology Clinic Expansion

20045 Mack Ave., Grosse Pointe Woods, MI.



Moiseev/Gordon Associates, Inc.  
4351 Delemere Court  
Royal Oak, MI 48073

248.549.4500 voice  
248.549.7300 fax

www.mga-architects.net

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Client:

Dr. Richard Ferrara

20045 Mack Ave  
Grosse Pointe Woods, MI

**RECEIVED**  
APR 13 2015  
CITY OF GROSSE PTE. WOODS  
BUILDING DEPT.

Project Title:

Ferrara  
Dermatology  
Clinic Expansion

20045 Mack Ave  
Grosse Pointe Woods, MI

Sheet Title:

Title Sheet &  
Site Plan

Project Number: 15409

Drawn By: RW

Checked By: RJC

Approved By: AJM

Date: 2-5-15

Issued:

Owner Review

2-6-15

Owner Review

2-10-15

Owner Review

2-12-15

Owner Review

2-16-15

Planning

Commission

4-13-15

Sheet Number:

SP-1

Drawing Schedule	Issued
	Planning Commission
SP-1 Cover Sheet / Site Plan	4-13-15
A-1 Foundation Plan	4-13-15
A-2 Floor Plan	4-13-15
A-3 Reflected Ceiling Plan	
A-4 Roof Plan	
A-5 Elevations	4-13-15
A-6 Building Sections/ Interior Elevations	
A-7 Wall Sections	
A-8 Wall Sections/ Details	
M-1 HVAC Plan	
P-1 Plumbing Plan	
E-1 Electrical/ Lighting Plan	
E-2 Electrical Schedules	

#### ZONING SUMMARY

ZONING DISTRICT: RO-1 RESTRICTED OFFICE

FRONT SETBACK: 0 FEET

SIDE SETBACK: 0 FEET

REAR SETBACK: 0 FEET

EXISTING BUILDING AREA: 4,170 SQUARE FEET

ADDITION AREA: 1,585 SQUARE FEET

TOTAL BUILDING AREA: 5,755 SQUARE FEET

EXISTING BASEMENT: 343 SQUARE FEET

NEW BASEMENT: 672 SQUARE FEET

#### PARKING SUMMARY

PARKING REQUIRED: 5,755 GROSS SQUARE FEET / 200  
= 29 PARKING SPACES SQUARE FEET

PARKING PROVIDED: 6 PARKING SPACES (INCLUDING  
BARRIER FREE SPACE ON SITE)

#### BUILDING INFORMATION - M.B.C. 2000

OCCUPANCY TYPE: B - BUSINESS

CONSTRUCTION TYPE: 5 B

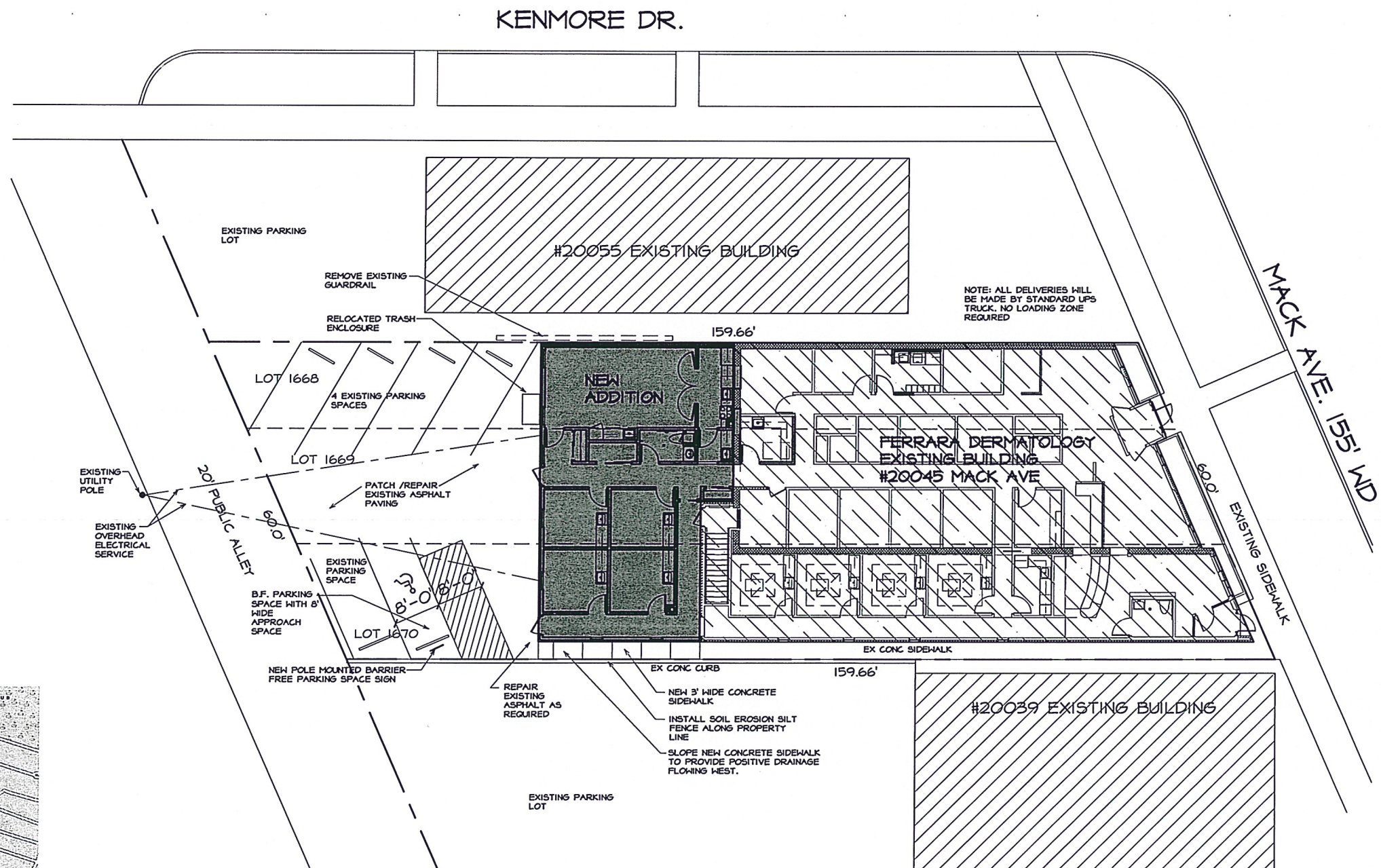
ALLOWABLE AREA: 9,000 S.F.

MAXIMUM HEIGHT: 2 STORY - 30'-0" HIGH

ACTUAL HEIGHT: 1 STORY - 16'-6" HIGH



North  
LOCATION MAP  
NTS

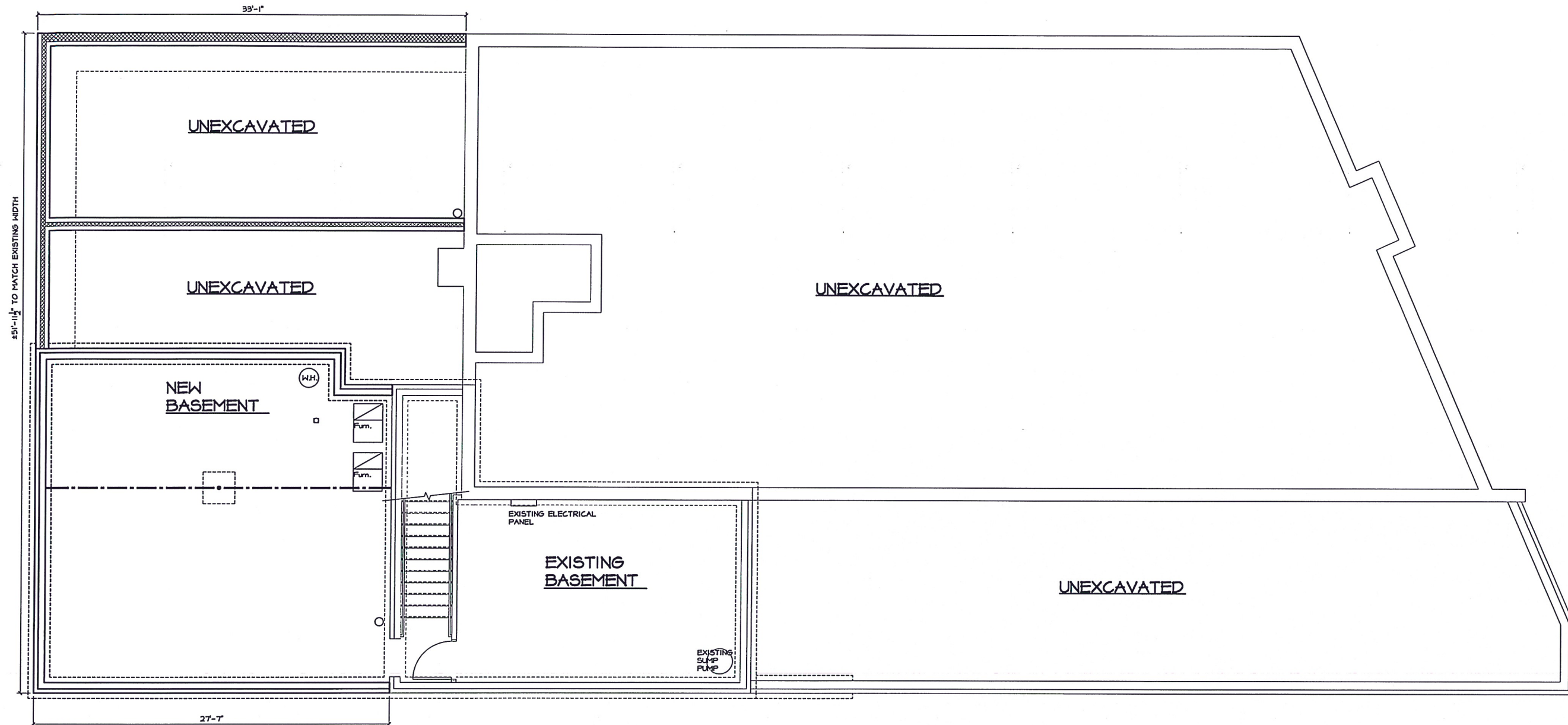


#### LEGAL DESCRIPTION

Lots 1668, 1669 and 1670: ATHUR J SCULLY'S EASTERN SUPER-HIGHWAYS SUBN No.1, of parts of P.C. 393, PC 240 and PC 611, Grosse Pointe Twp. (now City of Grosse Pointe Woods), Wayne County, Michigan, as recorded in Liber 56 of Plats, Page 77 of Wayne County Records.

North  
SITE PLAN  
Scale: 1" = 10'-0"





**BASEMENT/FOUNDATION PLAN**

SCALE: 1/4" = 1'-0"



Molseev/Gordon Associates, Inc.  
4351 Delamere Court  
Royal Oak, MI 48073  
248.549.4500 voice  
248.549.7300 fax.

[www.mga-architects.net](http://www.mga-architects.net)

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Client:  
**Dr. Richard Ferrara**

20045 Mack Ave  
Grosse Pointe Woods, MI

**RECEIVED**  
**APR 13 2015**  
**CITY OF GROSSE PTE. WOOD**  
**BUILDING DEPT.**

Project Title:  
**Ferrara**  
**Dermatology**  
**Clinic Expansion**

20045 Mack Ave  
Grosse Pointe Woods, MI

Sheet Title:  
**Foundation Plan**

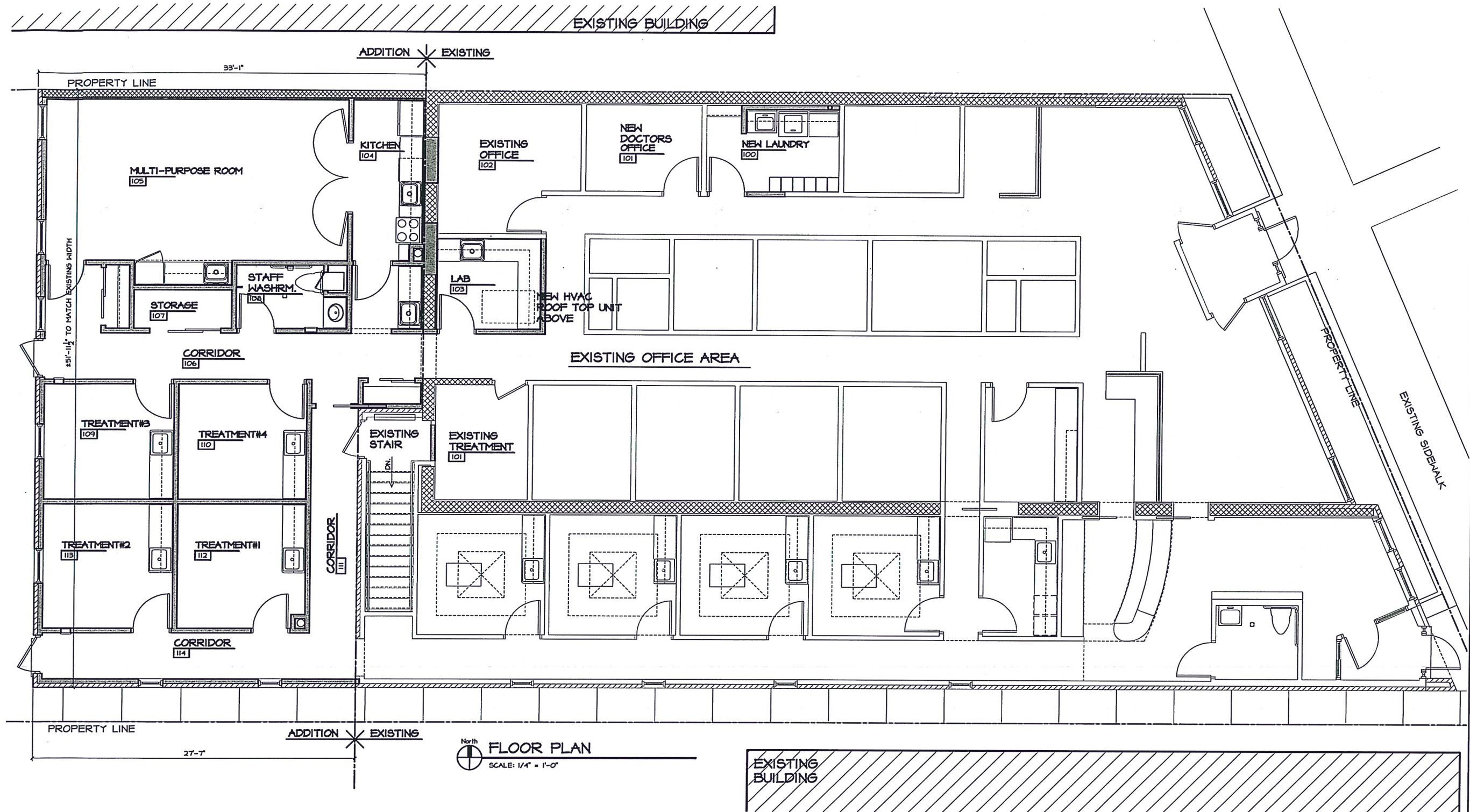
Project Number: 15409  
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ISSUED:  
Owner Review  
2-6-15  
Owner Review  
2-10-15  
Owner Review  
2-12-15  
Owner Review  
2-16-15  
Planning  
Commission  
4-13-15

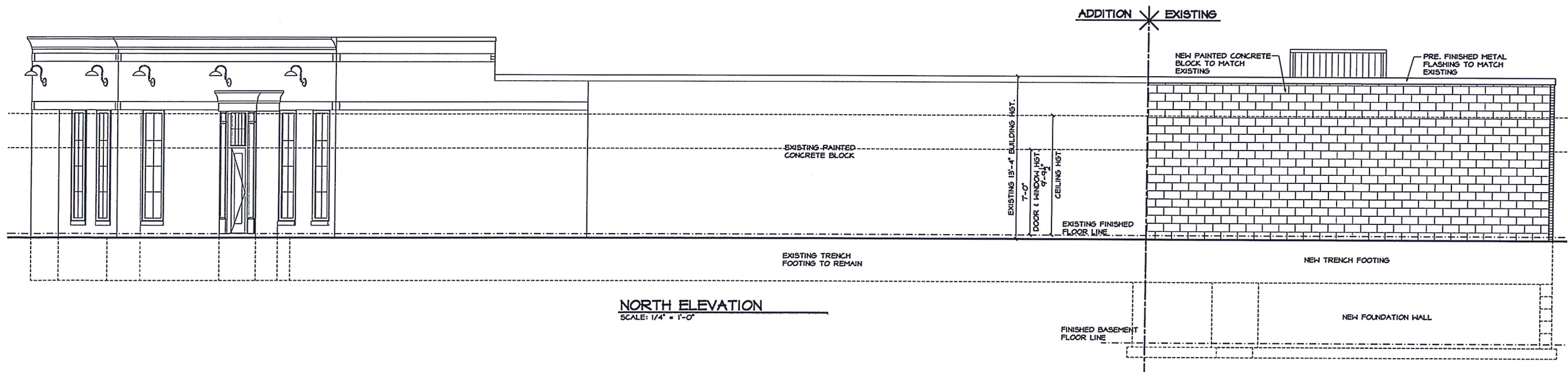
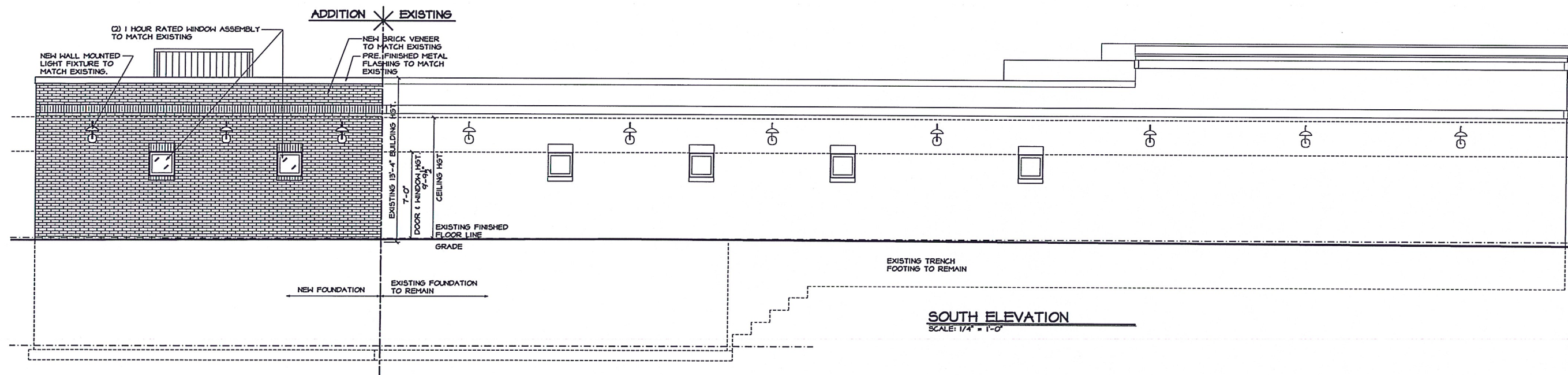
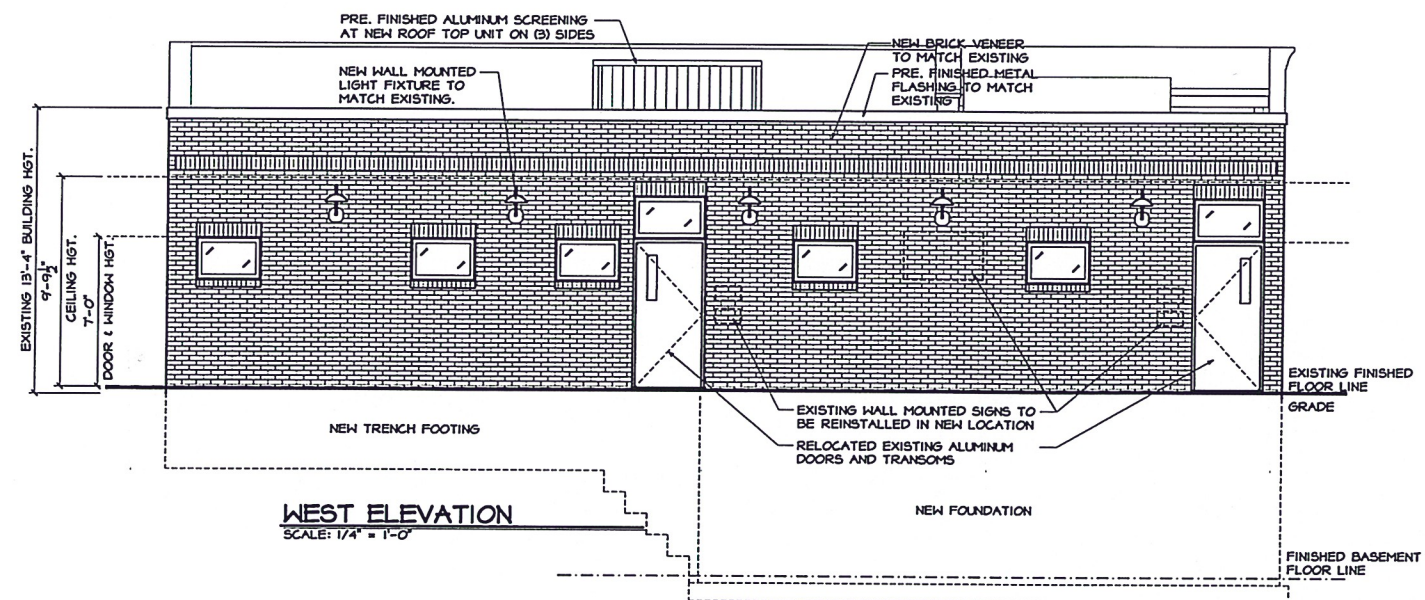
Sheet Number:

**A-1**









**City of Grosse Pointe Woods  
BUILDING DEPARTMENT  
Monthly Financial Report – MARCH 2015**

Permits Issued: 149

Rental Certificates: 17

**Total: \$ 21,700**

**CODE ENFORCEMENT**

Abandoned/Foreclosure Compl. Notices Issued:	0
# of Complaints Investigated by Code Enforcement:	14
Closed Due to Compliance:	12
Open for Longer Compliance Time:	2
Citations Issued:	2
Early Trash Notices:	29
Code Violation Notices to Residents:	22
Tall Grass Notices Issued:	0
Stop Work notices to Contractors (working w/o permit):	9
Outside Storage:	6

**NEW BUSINESS**

Garrido's Bistro & Pastry, 19605 Mack Avenue  
Citizen's Bank, 19307 Mack (formerly Charter One Bank)