

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting
December 9, 2014
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 – 11/25/14
 Planning Commission – 11/25/14
7. **INFORMATION ONLY: PLANNING COMMISSION ATTENDANCE –**
 2015 MONTHLY COUNCIL MEETING SCHEDULE:
 Memo – 12/03/14
8. **BUILDING OFFICIAL'S MONTHLY REPORT:**
 Building Department Report – November 2014
9. **COUNCIL REPORT/S:**
 December – Fuller
10. **INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING:**
 January - Gilezan
11. **NEW BUSINESS:**
 2020 Plan (Hamborsky/Vitale/Fuller/Gilezan)
 Special Sign (Vaughn/Fuller/Stapleton)
12. **PUBLIC COMMENT:**
13. **ADJOURNMENT:**

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT) POSTED
AND COPIES GIVEN TO NEWSPAPERS

Notice: The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to said meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or calling the A.D.A. Coordinator or the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2445; or Telecommunications Device for the Deaf (TDD) (313) 343-9249.

NOTE TO ANY PETITIONERS:

Please make every effort to be present at the meeting so that public officials may get the benefit of your input on the matter before them.

PLANNING COMMISSION WORKSHOP
11-25-14 – 6

MINUTES OF THE PLANNING COMMISSION WORKSHOP MEETING HELD ON NOVEMBER 25, 2014
IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE
POINTE WOODS, MICHIGAN.

The meeting was called to order at 6:34 p.m. by Chair Rozycki.

Roll Call: Chair Rozycki
Fuller, Gilezan(7:24), Hamborsky, Harrell (6:39), Stapleton, Vaughn (6:37), Vitale

Absent: Profeta

Also Present: Building Official Tutag
Deputy City Clerk Gerhart
Council Member Ketels

The first item on the agenda was **Continued Discussion: 2020 Plan.** Member Hamborsky provided an overview of the plan and welcomed discussion regarding the plan.

- Margaret Potter thanked the Commission for the work that went into the project.
- Member Vitale was in favor of taking a small step towards implementing the plan by creating a design standard for streetscape to present to local businesses looking to improve the front of their business.
- Member Stapleton cautioned against submitting the plan to the Council before a traffic planning engineer was able to complete a traffic study.
- Members Hamborsky and Vitale where in favor of presenting the project to Council, as it is just a vision, and let the Council determine what projects should be completed moving forward. The plan includes many bold vision statements that will require additional steps before being completed.
- There was discussion regarding the I Heart GP banners and the installation of those banners to promote the streetscape, the banners have arrived and will be installed when the manpower allows.
- Traffic calming methods will be discussed at the January meeting, in relation to the installation of a traffic calming table in front of University Liggett.
- Member Vitale inquired if the Grosse Pointe Foundation would be a potential funding source for the implementation of the pocket park concept. He also asked how to increase funding from the County in regards to the right-of-way, or the potential to purchase the right-of-way from the County.
- The potential to include an electronic display board for the entryway at Mack and Vernier was discussed.

PLANNING COMMISSION WORKSHOP
11-25-14 – 7

- The consensus of the Commission was to create a priority list and present the list to Council, with the first action to be the implementation of a design standard allowing for interested businesses to implement the design. The priority list will focus mainly on easily attainable goals and then challenge the Council to implement the larger broader goals at a further date.
- Discussion was also held regarding the potential to implement a plan to improve the facades of business. Previously, low interest rate loans were available for businesses to make these improvements.

The Planning Commission Workshop was adjourned at 7:27 p.m.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

PLANNING COMMISSION
11/25/14 – 025

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, NOVEMBER 25, 2014, 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 Rozycki.

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

Absent: Profeta, Stapleton

Also Present: Building Official Tutag
Deputy City Clerk Gerhart

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

MOTION CARRIED by the following vote:

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

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

Motion by Vaughn, seconded by Hamborsky, regarding **Approval of Minutes**, that the Planning Commission minutes dated October 28, 2014, be approved.

MOTION CARRIED by the following vote:

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

PLANNING COMMISSION
11/25/14 – 026

The next item on the agenda was the **Presentation: Understanding Community Food Systems**. Kristine Hahn, Michigan State University Extension Food System Educator, Eastern Market Office made an educational presentation "Understanding Community Food Systems". This presentation introduced concepts such as good food, the Michigan Good Food Charter, the triple bottom line, and the different components of a food system and how they work together. The presentation also outlined the economic, environmental, health and social benefits of a sustainable local food system to a community, and what participants can do to make the need changes occur.

The next item on the agenda was the **Building Official's Monthly Report – October 2014**. Mr. Tutag reported the following:

- Next months meeting there will be a written request from Liggett School regarding the building of the field house, the request will to appear in front of the Commission in January for a public hearing.
- There is a meeting planned for tomorrow regarding the Briarcliff Legacy Oakes project.
- There is a new business in the community, Wesley Orthodontist.
- A new house is being built in the 1400 block of Lochmoor.
- There has been interest in Caribou Coffee property but nothing has come of it.

Regarding the **November 2014 Council Reports**:

- Member Harrell had nothing to report in regards to Commission business, but talked about the wonderful job Council did in presenting the Medals of Valor.

Commission Member Fuller will attend the Council Meetings in December.

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

2020 Plan – Hamborsky had nothing to report.

Special Sign – Vaughn had nothing to report.

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

- George McMullen stated two of the Grosse Pointe communities have downtown development authorities. The City also has an urban garden, Full Circle, which utilizes raised beds.

Motion by Gilezan, seconded by Vitale, that the Planning Commission Meeting be adjourned at 8:18 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT

MEMORANDUM

TO: Planning Commissioners

FROM: Gene Tutag, Building Official

DATE: December 3, 2014

SUBJECT: PC Attendance for 2015 City Council Meetings

City Council meetings are normally held on the first and third Mondays of each month at 7:30 p.m. A Planning Commission member is required to attend such meetings.

| MONTH | DATES | PC MEMBER |
|--------------|--------------|------------------|
| January | 05 - 26 | Gilezan |
| February | 02 - 23 | Hamborsky |
| March | 02 - 16 | Harrell |
| April | 06 - 20 | Profeta |
| May | 04 - 18 | Rozycki |
| June | 01 -15 | Stapleton |
| July | 13 - 20 | Vaughn |
| August | 03 -17 | Vitale |
| September | 14 - 21 | Fuller |
| October | 05 -19 | Gilezan |
| November | 02 -16 | Hamborsky |
| December | 07 - 21 | Harrell |

**City of Grosse Pointe Woods
BUILDING DEPARTMENT
Monthly Financial Report – November 2014**

Permits Issued: 155
Rental Certificates: 8 **Total: \$ 22,169**

CODE ENFORCEMENT

| | |
|--|----|
| Abandoned/Foreclosure Compl. Notices Issued: | 1 |
| # of Complaints Investigated by Code Enforcement: | 17 |
| Closed Due to Compliance: | 13 |
| Open for Longer Compliance Time: | 4 |
| Citations Issued: | 1 |
| Early Trash Notices: | 9 |
| Code Violation Notices to Residents: | 18 |
| Tall Grass Notices Issued: | 0 |
| Stop Work notices to Contractors (working w/o permit): | 14 |
| Outside Storage: | 8 |

NEW BUSINESS

Wesley Orthodontics, 20155 Mack Avenue