

PLANNING COMMISSION  
02/26/13 – 008

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, FEBRUARY 26, 2013, 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 Vice-Chair Rozycki.

Roll Call: Vice-Chair Rozycki  
Fuller, Gilezan, Hamborsky, Rozycki, Stapleton, Vitale, Vaughn

Absent: Chair Evola

Also Present: Building Official Tutag  
Recording Secretary Babij Ryska

It was noted that Ross Richardson submitted his formal resignation from the Planning Commission, which was regrettably accepted by Council.

Motion by Gilezan, seconded by Fuller, that Chair Evola be excused from tonight's meeting.

MOTION CARRIED by the following vote:

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

Motion by Vitale, seconded by Stapleton, 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, Rozycki, Stapleton, Vitale, Vaughn  
NO: None  
ABSENT: Evola

Vice-Chair Rozycki welcomed Council Member Ketels, as Planning Commission Representative for being in attendance at tonight's meeting.

Motion by Vaughn, seconded by Fuller, regarding **Approval of Minutes**, that the Planning Commission Meeting minutes dated January 22, 2013 be approved.

MOTION CARRIED by the following vote:

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

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Motion by Gilezan, seconded by Vitale, that the Planning Commission approve the **2012 Planning Commission Annual Report** as submitted, and forward to Council.

MOTION CARRIED by the following vote:

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

The next item on the agenda was Discussion: **Michigan Association of Planning (MAP) Membership**. Building Official Tutag stated that a MAP group membership is \$625/year and includes twelve members, discounted regional and on-site workshops, and publications. This is a worthwhile expenditure requires Commission approval.

Motion by Stapleton, seconded by Vaughn, that the Planning Commission approve a group membership to the **Michigan Association of Planning (MAP)** in an amount not to exceed \$625.00.

MOTION CARRIED by the following vote:

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

Discussion then ensued regarding **Budget – Fiscal Year 2013-2014**. Building Official Tutag indicated he does not anticipate any extraordinary expenses for FY 13/14, therefore, he recommended that the Commission request the standard \$5000.00 annual budget to cover any necessary membership, printing, and consulting costs.

Motion by Vaughn, seconded by Gilezan, to approve the Planning Commission budget of \$5000.00 for FY 13/14.

MOTION CARRIED by the following vote:

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

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

- The Building Department will begin submitting a monthly budget report for the Commissions information.
- Administration met with St. John regarding the violations of the helistop agreement. The violations have been addressed. Additionally, St John received a permit from Detroit to

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build a permanent helistop on the roof of the parking deck, which should be completed in six weeks. The City will no longer have any regulatory authority at that time.

- The Rivers project is coming along nicely. They are putting in the elevator pits, stairwells, and will be starting on the masonry next week.
- Bellissima Boutique, a bridal shoppe, is moving into the Woods from the Hill.
- Spoke with two different parties that are interested in opening a cigar/martini bar on the Robusto's property.

Commission Member Stapleton was unable to attend the **January 28<sup>th</sup> Council Report** and Council Member Ketels did not recall anything of importance to the Commission.

Vice-Chair Rozycki gave the **February 2013 Council Reports**:

- February 4<sup>th</sup>: Nothing pertaining to the Planning Commission.
- February 25<sup>th</sup>: Nothing pertaining to the Planning Commission.

Commission Member Vaughn will attend the March 4<sup>th</sup> Council meeting.  
Commission Member Gilezan will attend the March 18<sup>th</sup> Council meeting.

The following **Subcommittee Reports** were provided:

**2020 Plan** – Commission Member Hamborsky stated that the sub-committee's work product is progressing nicely. They intend to meet once per month until they are prepared to present to the Commission.

**Special Sign Ordinance** – Commission Member Vaughn stated there is nothing to report, however, with the resignation of Ross Richardson, there is an opening on the committee.

Motion by Vaughn, seconded by Vitale, that the Commission Member Stapleton be appointed to the Special Sign Ordinance Sub-Committee.

MOTION CARRIED by the following vote:

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

Hearing no objections, the following items were heard under **New Business**:

- Commission Member Vaughn complemented City Council on the Commission Appreciation Reception held last week; it was well organized and attended.

Motion by Gilezan, seconded by Vitale, to adjourn the Planning Commission meeting at 8:15 p.m.  
Passed unanimously.