

PLANNING COMMISSION
01/22/13 – 001

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JANUARY 22, 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 Chair Gilezan.

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

Absent: Richardson, Vaughn

Also Present: Building Official Tutag
Recording Secretary Babij Ryska

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

MOTION CARRIED by the following vote:

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

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

Motion by Stapleton, seconded by Evola, 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: Evola, Fuller, Gilezan, Hamborsky, Rozycki, Stapleton, Vitale
NO: None
ABSENT: Richardson, Vaughn

Motion by Rozycki, seconded by Fuller, regarding **Approval of Minutes**, that the Planning Commission Meeting minutes dated December 11, 2012 be approved.

MOTION CARRIED by the following vote:

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

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The next item on the agenda was **Appointments – Election of Chair and Vice-Chair/ Secretary**. Chair Gilezan articulated his recommendations. Hearing no other nominations, the following motions were made.

Motion by Gilezan, seconded by Fuller, regarding the **Election of Chair**, that the Planning Commission nominate and elect Planning Commission Member **Evola** as Chair.

MOTION CARRIED by the following vote:

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

Motion by Gilezan, seconded by Stapleton, regarding the **Election of Vice-Chair/ Secretary**, that the Planning Commission nominate and elect Planning Commission Member **Rozycki** as Vice-Chair/Secretary.

MOTION CARRIED by the following vote:

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

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

MOTION CARRIED by the following vote:

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

The next item discussed was **2012 Grosse Pointe Woods Planning Commission Annual Report**. The Building Department will revise the sub-committee and budget sections and present it at the February meeting for approval.

The next item on the agenda was **Continued Discussion: Land Uses & Zoning on Mack Avenue**. Building Official Tutag stated that the proposed ordinance amendment language provided encompasses the intent of the Planning Commission. Additionally, the spelling of 'drive-thru' will remain consistent throughout.

Motion by Evola, seconded by Vitale, regarding **Land Uses & Zoning on Mack Avenue**, that the Planning Commission refer and recommend the proposed zoning ordinance amendment to the Committee of the Whole for review and consideration.

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MOTION CARRIED by the following vote:

YES: Evola, Fuller, Gilezan, Hamborsky, Rozycki, Stapleton, Vitale

NO: None

ABSENT: Richardson, Vaughn

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

- Building Department has an intern for the semester from Wayne State University.
- The Rivers project is progressing; the Building Department is processing a tremendous amount of paperwork.
- Permit activity in the City is vibrant despite the recent cold temperatures.
- Businesses are staying in the community, but are moving to smaller spaces. Owners of larger properties may start to subdivide their spaces to attract new tenants.
- St. John Health System is not complying with the provision of the temporary heliport. The City is in contact with them regarding these matters. Updates to come.

Chair Gilezan requested that Council Member Ketels give the **December 17th Council Report**:

- Nothing that pertained to the Commission.

Commission Member Stapleton gave the **January 7th 2013 Council Report**:

- The Zilli's variance request to operate a business out of a home on Mack, without residing there, was denied by the Zoning Board of Appeals due to lack of evidence that an unnecessary hardship exists.

Commission Member Rozycki will attend the February Council Meetings.

The following **Subcommittee Reports** were provided:

2020 Plan – Commission Member Hamborsky stated that the sub-committee will meet in February with the goal of having a work product to present to the Commission at April's meeting.

Special Sign Ordinance – Nothing to report.

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

- Council Member Ketels informed the Commission that the budget review process is well underway.
- Commission Member Stapleton stated that according to the Michigan Association of Planning, the City is no longer a member. Reinstating the membership will allow for free educational sessions if the Commission is interested. Additionally, membership includes

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12 people. Building Official Tutag believes that the City is a member and will follow-up at the next meeting.

- Commission Member Evola (chair-elect) will not be in attendance at February's meeting. Commission Member Rozycki (vice-chair/secretary elect) will chair the meeting.
- Building Official Tutag thanked Chair Gilezan for his service the past year. Commission Members shared in his sentiments.

Motion by Evola, seconded by Stapleton, to adjourn the Planning Commission meeting at 8:18 p.m. Passed unanimously.