

CITY OF GROSSE POINTE WOODS
Electronic Special/Regular Planning Commission Meeting Agenda
Tuesday, March 23, 2021
7:00 p.m.

The Grosse Pointe Woods Planning Commission will be conducting a meeting by video (Zoom) and telephone conference in accordance with the City of Grosse Pointe Woods City Council Resolution adopted November 16, 2020 establishing rules for remote attendance pursuant to Public Act 228. This notice is being provided to ensure that those wishing to participate in the meeting have an opportunity to do so. Additional instructions are listed below.

Join Zoom Meeting

<https://zoom.us/j/98260919970?pwd=N0FkeTkwa1NvQzlsTDA3TGMrdW81UT09>

Meeting ID: 982 6091 9970

Passcode: 953609

Join by phone:

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 982 6091 9970

Passcode: 953609

FACILITATOR'S STATEMENT IS READ.

1.	CALL TO ORDER	
2.	ROLL CALL	
3.	ACCEPTANCE OF AGENDA	March 23, 2021
4.	RECOGNITION OF COUNCIL REPRESENTATIVES	
5.	APPROVAL OF MINUTES	January 26, 2021
6.	LEGACY OAKS: UPDATE/DISCUSSION	Building Official's Report (1-28-2021)
7.	VACANCIES ON MACK: UPDATE/DISCUSSION	Mack Ave. Vacancy Report (3-17-2021)
8.	BUILDING OFFICIAL'S MONTHLY REPORT/s	BUILDING DEPARTMENT REPORT: January and February 2021
9.	COUNCIL REPORT/s	February 2021 – Fuller/Profeta March 2021 – Gilezan
10.	INFORMATION ONLY: COUNCIL REP. FOR NEXT MEETING	April 12, 2021 – Hamborsky April 19, 2021 – Hamborsky

11.	SUBCOMMITTEES	2020 Plan/Streetscape
12.	NEW BUSINESS	Planning Commission Open Vacancies
13.	PUBLIC COMMENT	
14.	ADJOURNMENT	

George Bailey, Chair
313 343-2426

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

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services to individuals with disabilities. Closed captioning and audio will be provided for all electronic meetings. All additional requests must be made in advance of a meeting.

Instructions for meeting participation

1. To join through Zoom: The meeting may be joined by clicking on the link provided on the agenda at the start time posted on the agenda, enter the meeting identification number, and password. Zoom may provide a couple of additional instructions for first time use. As an alternative to using the link, accessibility to the meeting may be obtained by using the browser at join.zoom.us. If having trouble logging in, try a different browser e.g. Chrome.

Join Zoom Meeting

<https://zoom.us/j/98260919970?pwd=N0FkeTkwa1NvQzlsTDA3TGMrdW81UT09>

Meeting ID: 982 6091 9970

Passcode: 953609

2. Join by telephone: Dial the toll-free conferencing number provided and enter the meeting identification number, and password. Dial *9 to be heard under Public Comment.

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 982 6091 9970

Passcode: 953609

In an effort to alleviate feedback and disruption of the meeting, choose one of the media options, either phone or Zoom, not both.

Meeting notices are posted on the City of Grosse Pointe Woods website home page at www.gpwmi.us and the on-line calendar, both containing a link to the agenda. The agenda contains all pertinent information including business to be conducted at the meeting, a hyperlink to participate using Zoom, and call-in

telephone number with necessary meeting identification, and a password. Agendas will also be posted on six (6) City bulletin boards along Mack Avenue.

The following are procedures by which persons may contact members of the public body to provide input or ask questions:

1. To assist with meeting flow and organization, all public comment will be taken at the end of the meeting unless it is moved to a different location on the agenda upon a consensus of the Planning Commission;
2. The phone-in audience, when making public comment please state your name (optional) when called upon;
3. Audience participants will be muted upon entry and will have a chance to speak during the public comment portion of the meeting at the end of the agenda, at which time the microphones will be unmuted.
4. Those joining by Zoom will also be muted and may use the virtual raised “hand” to request to be heard under Public Comment.
5. Those joining by telephone need to dial in using the phone number provided on the agenda. When prompted, enter the meeting number and the password also located on the agenda. Dial *9 to be heard under Public Comment.
6. The published agenda invites participants from the community to provide written questions, comments, and concerns in advance of the meeting to any Commission Member or the Building Official regarding relevant City business and may be read under Public Comment. Emails may be sent to:

George Bailey, Chair	George@bailey-built.com	972 679-8829
Thomas Vaughn, Vice Chair	Tvaughn@dykema.com	313 882-9573
Michael Fuller, Member	Michaeljfuller5@gmail.com	313 881-6681
Grant Gilezan, Member	Ggilezan@dykema.com	313 885-1360
Douglas Hamborsky, Member	Hamgroup2@gmail.com	313 881-2134
Kevin Ketels, Member	Kevin.ketels@gmail.com	586 260-0845
James Profeta, Member	Prof1126@aol.com	313 882-5042
Richard Rozycki, Member	Richard.rozycki@z-modular.com	313 469-7980
John Vitale, Member	Jvitale@stuckyvitale.com	313 886-1253
Todd McConaghy, Council Rep.	Todd.mcconaghygpw@yahoo.com	313 447-5774
Gene Tutag, Building Official	Gtutag@gpwmi.us	313 343-2426

You may contact Building Inspector Gene Tutag at building@gpwmi.us should you have any questions prior to the meeting starting.

NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST
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THE CITY OF GROSSE POINTE WOODS PLANNING COMMISSION
UNAPPROVED MINUTES: JANUARY 26, 2021, 7:00 P.M.
HELD REMOTELY VIA ZOOM

The meeting was called to order at 7:01 p.m. by Chair Ketels.

The Facilitator's statement was provided.

Roll Call: Chair Ketels
Planning Commissioners: Bailey, Fuller, Gilezan, Hamborsky (arrived at 7:10 p.m.),
Profeta, Vaughn, Vitale
Absent: Rozycki
Also Present: Council Member McConaghy, City Attorney Tim Tomlinson, Building Official Tutag,
Josie Modrack, Deputy City Clerk/Facilitator Antolin

MOTION by Vaughn, seconded by Vitale, that Commission Member Hamborsky and Commission Member Rozycki be excused from tonight's meeting.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Ketels, Profeta, Vaughn, Vitale

NO:

ABSENT: Hamborsky, Rozycki

ACCEPTANCE OF AGENDA:

MOTION by Gilezan, seconded by Vitale, that all items on tonight's agenda be received, placed on file, and taken in order of appearance as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Ketels, Profeta, Vaughn, Vitale

NO:

ABSENT: Hamborsky, Rozycki

RECOGNITION OF COUNCIL REPRESENTATIVES:

The Chair recognized Council Representative McConaghy for being in attendance at tonight's meeting. Late Council Member George McMullen was remembered at tonight's meeting, he will be deeply missed by all.

Planning Commissioner Douglas Hamborsky joined the meeting at 7:10 p.m.

APPROVAL OF MINUTES:

MOTION by Profeta, seconded by Vaughn, that the December 8, 2020 Planning Commission Minutes be received and placed on file with the following amendment: include the month of October in the Building Official's monthly report.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn, Vitale

NO:

ABSENT: Rozycki

ELECTION OF CHAIR AND VICE-CHAIR/SECRETARY FOR THE YEAR 2021:

MOTION by Profeta, seconded by Vitale, to nominate Planning Commission Member George Bailey to Planning Commission Chair for the year 2021.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn, Vitale

NO:

ABSENT: Rozycki

MOTION by Vitale, seconded by Fuller, to nominate Planning Commission Member Thomas Vaughn to Planning Commission Vice-Chair/Secretary for the year 2021.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn, Vitale

NO:

ABSENT: Rozycki

ADOPTION OF RULES OF ORDER AND PROCEDURE:

Discussion among Commissioners. Remove the word "calendar" in article three (3), replace the word "as" with "at" in article five (5), and replace the word "of" with "by" in article six (6).

MOTION by Profeta, seconded by Vaughn, that the Planning Commission approve and adopt the Rules and Order of Procedures subject to the modifications presented by Commissioner Profeta.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn, Vitale

NO:

ABSENT: Rozycki

INTRODUCE CITY ATTORNEY:

Chair Ketels thanked new City Attorney, Tim Tomlinson for joining the meeting tonight. Tim Tomlinson introduced himself explaining his role and background.

BUILDING OFFICIAL'S MONTHLY REPORT:

Building Official Gene Tutag thanked Kevin Ketels for the work done as Planning Commission Chair for the year 2020.

- Legacy Oaks: submitting an inspection report to the City Council's next meeting regarding the status of the project.
- House fire on Peach Tree, fire is being investigated. Speaking with City Attorney regarding the Building Department's next action with this.
- Presentation on Clearzoning from January's PC meeting: meeting with Finance Director in regards to budget.
- Discussions with City Attorney regarding zoning issues and the sign ordinance in terms of necessary updates.
- Discussion with Police Chief regarding the schools, looking at a Crosswalk at Mack and Beaufait. No response from the County.
- Mack/Hollywood Project: construction is ongoing, underground inspections currently, aware of 3 future tenants out of 5 - Starbucks, Estia (Greek Restaurant), and a Dental Office.
- Vacancies on Mack Avenue: Completed a study last week, will bring the numbers to the Planning Commission. Mack Avenue is doing well, our focus is the future and supporting local businesses.

COUNCIL REPORTS:

- Commissioner Bailey reported on the Council Meetings in December 2020 and January 2021.
- Council Member McConaghy reported that starting in spring 2021, the Little League field's will have banners and suggests PC members check them out. There may be future discussion regarding the vacant Council seat in upcoming meetings but nothing in depth has taken place.

SUBCOMMITTEES:

- 2020 Plan, Bailey: updated pricing from vendor and made changes to the proposal in the original document created back in March 2020. Commissioner Bailey shared his screen to demonstrate the updates made. Discussion took place.

NEW BUSINESS:

- Profeta to cover Fuller as Planning Commission Representative at the February 22, 2021 Council Meeting.
- Planning Commission Members and others in attendance thanked Kevin Ketels for the year 2020 as Planning Commission Chair.

PUBLIC COMMENT:

Nobody wished to be heard under Public Comment.

ADJOURNMENT:

MOTION by Gilzaen, seconded by Vaughn to adjourn at 8:19 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn, Vitale

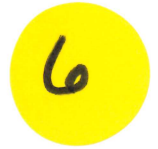
NO:

ABSENT: Rozycki

Respectfully Submitted,

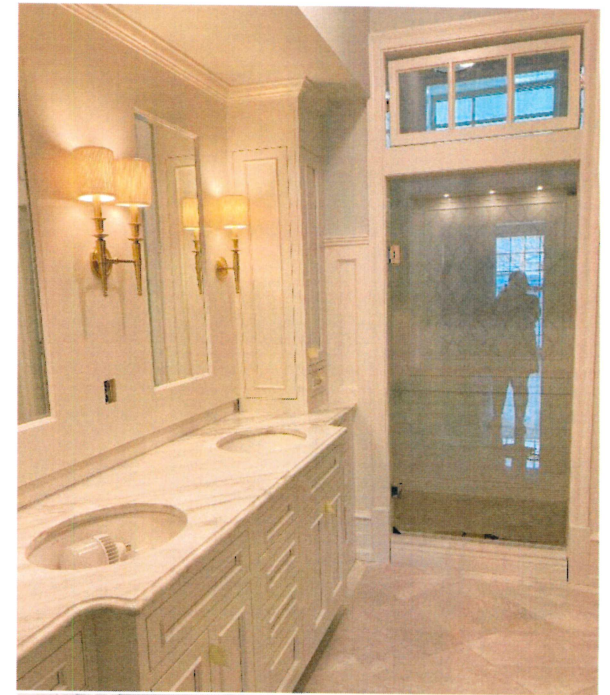
Josie Modrack

Administrative Assistant to the Building Official



Legacy Oaks
January 28, 2021









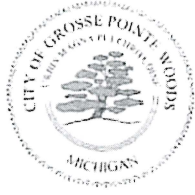




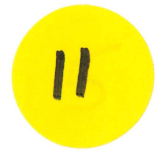
CURRENT VACANT MACK AVE. BUSINESSES

Inspected by Sean Ditty, Grosse Pointe Woods Property Maintenance Inspector

- **19583 Mack (former GP Dog Wash)**
- **19850 Mack (former Pointe Nutrition)** Rvsd. 1/29/21
- **19815 Mack (former Cueter Jewelry)**
- **19853 Mack (two vacant suites)**
- **20091 Mack (former La Moda Hair Salon pending approval for a salon/spa)** Rvsd. 3/17/21
- **20227 Mack**
- **20331 Mack (one vacant suite)**
- **20489 Mack (former Mathnasium)**
- **20525 Mack (former Infinity Cleaners)**
- **20647 Mack (former Irish Dance)**
- **20746 Mack (former Mack's Pharmacy)**
- **20957 Mack (former Max Box Boxing)**
- **21151 Mack**
- **21155 Mack (former Verizon Store)**



CITY OF GROSSE POINTE WOODS
2020 VISION PLAN / STREETSCAPE SUBCOMMITTEE
January 2021



2020 VISION PLAN IMPLEMENTATION – STREETSCAPE IMPROVEMENT PROPOSAL

I. EXECUTIVE SUMMARY

The Grosse Pointe Woods Planning Commission presented the **2020 Vision Plan** to the City Council of Grosse Pointe Woods in the Spring of 2017. The primary goal of the plan was and is to provide specific additional physical and program elements that would produce significant lifestyle enhancements for the Grosse Pointe Woods Community.

This Proposal is one of many steps to be taken in the implementation of the **2020 Vision Plan**.

II. 2020 Vision Plan Goals

The Goals for the 2020 Vision Plan were laid out as Action Items. Here is a brief summary with references to the Elements in the 2020 Vision Plan:

The Items listed in section A refer to items that could be implemented relatively quickly and have a potentially lower cost. The items listed in section B are longer term items that would require more in-depth planning and would have a larger cost impact

- A. *For programs that would offer the greatest positive impact for the least investment requirements, we would recommend focusing on:*
- *Item B1 – Placement of new coordinated streetscape elements*
 - *Item B2 – Placement of additional street light pole banners and enhancements*
 - *Item B6 – Establishment of additional or enhanced crosswalks*
 - *Item B8 – Mack Avenue branding / marketing*
 - *Item C2 – Community Events Support*
- B. *For programs that would provide a more significant level of impact at a higher level of investment, we would recommend focusing on:*
- *Item B3 –Additional 'Pocket Parks'*
 - *Item D1 – Alternate Street Lighting – Mack Avenue*
 - *Item D2 – Enhancements to the Mack / Vernier intersection*
 - *Item D6 – Enhanced Gateway Identification*

III. 2020 VISION PLAN ACOMPLISHMENTS

The Planning Commission has been working on the implementation of elements of the 2020 Vision Plan continuously since it was created and presented to City Council back in 2017. The Planning Commission formed subcommittees to dig into the details of the 2020 Vision Plan and to work on the implementation of the elements of the plan. The subcommittees, each with its own focus, are the



CITY OF GROSSE POINTE WOODS
2020 VISION PLAN / STREETSCAPE SUBCOMMITTEE
January 2021

2020 Plan, Branding, Crosswalk/ Pocket Park, and Streetscape. The members of the subcommittees work together with members of the City of Grosse Pointe Woods, County of Wayne, and members of the community and business community.

A few of the elements or goals that have been accomplished to date are:

1. The formation of a business organization to promote business and development in the City – ***The Avenue in the Woods*** (Item B8 from above)
2. ***The Avenue in the Woods*** – was added to the maps of the Grosse Pointes that are distributed through the Chamber of Commerce and the Blue Book (Item B8 from above)
3. ***The Avenue in the Woods*** installed banners on Mack Avenue Light Poles coordinated with DPW. (Item B2 from above)

The decorative light poles along Mack Avenue have been painted and upgraded light fixtures have been installed on each. The City and DPW completed these in 2019. This addresses Item D1 from above, but further analysis of the lighting along Mack needs to be completed.

The subcommittees have been working on Items B3 'Pocket Parks', B4 – 30 MPH Speed Limit study, and B6 – Enhanced Crosswalks/ Traffic Improvement Incentives. The subcommittees are working together with City and County representatives on these topics in order to formulate the best options and solutions that will be put forth to the City Council at a later time.

The Planning Commission as a whole is working on Item B7 – Commercial Beautification/ Façade Improvement Incentives. The Commission has discussed how the details of this item can be coordinated with our City Zoning Ordinances.

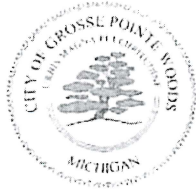
See attached GPW - PLANNING+DEVELOPMENT PROGRAM ALIGNMENT document that details the City's Master Plan Goals and Objectives combined with the 2020 Vision Plan goals and Elements.

IV. Immediate Goals

The Streetscape Committee would like to focus on the item B1- Coordinated New Streetscape Elements (Bike Racks/ Benches/ Trash Cans/ Planters).

Over the decades along Mack Avenue within Grosse Pointe Woods, there have been a variety of streetscape elements placed in assorted locations. The Streetscape Subcommittee conducted a walking survey along the entire stretch of Mack Avenue and inventoried the existing streetscape elements and their corresponding condition. It was determined that many of these elements are in poor condition, have a dated appearance or both.

The Planning Commission would like to put forth Recommended Standard Streetscape Elements. The elements would represent a goal by the City to have attractive, functional, low maintenance and consistent streetscape elements. As new or legacy Mack Avenue business owners choose to update their properties and may include new streetscape elements, the City Building Department shall refer them to these recommended elements for selection. Note that while the basis of selection for this standard list specific make / model, it should be clear that any element of a matching design and quality will be considered acceptable subject to a thorough comparison of appearance and specifications.



CITY OF GROSSE POINTE WOODS
2020 VISION PLAN / STREETScape SUBCOMITTEE
January 2021

A. RECOMMENDED STANDARD STREETScape ELEMENTS

BENCHES



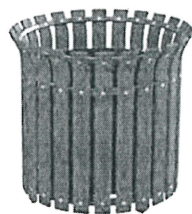
- A. Slotted Arched Back Bench
- B. Color: Black
- C. Finish: Powder Coated
- D. Material: Steel or Aluminum
- E. Fasteners / Fittings: Stainless Steel
- F. Mounting: Mount with anchors to structural base
- G. Basis of Selection: Northgate Bench with Arched Back
<https://www.treetopproducts.com/northgate-bench-with-arched-back>

TRASH RECEPTACLE



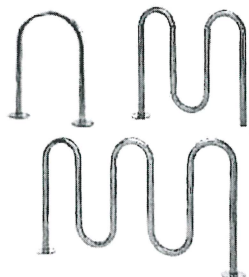
- A. Slotted side detailing with rain shield cap / top (cap not shown)
- B. Color: Black
- C. Finish: Powder Coated
- D. Material: Steel or Aluminum
- E. Fasteners / Fittings: Stainless Steel
- F. Mounting: Mount with anchors to structural base
- G. Capacity: 32 gallon with removable inner container
- H. Basis of Selection: Northgate Receptacle + Rain Shield cap
<https://www.treetopproducts.com/northgate-receptacles>

PLANTER

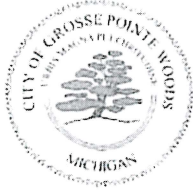


- A. Slotted side detailing
- B. Color: Black
- C. Finish: Integral
- D. Material: Recycled Plastic Lumber
- E. Fasteners / Fittings: Stainless Steel
- F. Mounting: Not Mounted
- G. Capacity: 25.6 gallon removable inner liner
- H. Basis of Selection: Northgate Receptacle (similar)
<https://www.treetopproducts.com/flare-planter>

BIKE RACKS



- A. Loop / Wave simple design
- B. Color: Black
- C. Finish: Powder Coated
- D. Material: Steel or Aluminum
- E. Fasteners / Fittings: Stainless Steel
- F. Mounting: Mount with anchors to structural base
- G. Size: 1 Loop / 3 Loop / 5 Loop / 7 Loop – depending on area
- H. Basis of Selection: ULINE Wave Bike Racks
<https://www.treetopproducts.com/park-it-powder-coated-steel-bike-racks>



CITY OF GROSSE POINTE WOODS
2020 VISION PLAN / STREETScape SUBCOMMITTEE
January 2021

V. Proposed Streetscape Items for Purchase

The Streetscape Subcommittee of the Grosse Pointe Woods Planning Commission recommends the purchase of an initial order streetscape elements that would begin the transformation of the pedestrian areas along Mack Avenue to that envisioned in the 2020 Vision Plan. This would be the first step in a continued effort year over year to have a uniform, welcoming feel along Mack Avenue.

The Initial Order is as follows:

60 Benches	\$ 618.02 per Unit	\$ 37,081.20
60 Name Plaques	\$ 121.31 per Unit	\$ 7,278.60
60 Trash Receptacles	\$ 521.34 per Unit	\$ 31,280.40
60 Planters	\$ 221.55 per Unit	\$ 13,293.00
30 Bike Racks	\$ 157.14 per Unit	\$ 4,714.20
<u>Subtotal:</u>		<u>\$ 93,647.40</u>
Shipping (approximate)		\$ 5,077.00

Total (without labor and install)	\$ 98,724.40
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The Labor and Installation costs are assumed to be provided by Grosse Pointe Woods DPW. Any additional costs associated with installation of items will be determined by the City and DPW.

The Final Unit cost with shipping will be confirmed at time of order.

The location of where these items are to be placed will be determined by the Planning Commission – Streetscape Committee prior to installation and will be coordinated with DPW.

VI. Supporting Statements

The members of the Grosse Pointe Woods Planning Commission fully support this Proposal as a part of the implementation of the 2020 Vision Plan.

Letters of support from the businesses of *The Avenue in the Woods* are attached as part of this Proposal.



CITY OF GROSSE POINTE WOODS
2020 VISION PLAN / STREETSCAPE SUBCOMITTEE
January 2021

VII. Signatures

The members of the Grosse Pointe Woods Planning Commission, as listed below, support and recommend that the City Council of the City of Grosse Pointe Woods approve this Proposal as a part of the implementation of the 2020 Vision Plan.

Signed:

Mr. George Bailey – Planning Commission Chair

Mr. Thomas Vaughn – Planning Commission Vice Chair

Mr. Michael Fuller – Planning Commission Member


Mr. Grant Gilezan – Planning Commission Member

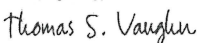
Mr. Douglas Hamborsky – Planning Commission Member

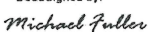
Mr. Kevin Ketels – Planning Commission Member

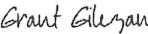
Mr. James Profeta – Planning Commission Member

Mr. John Vitale – Planning Commission Member

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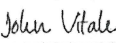
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VIII. ADDENDA

Cost Estimates for streetscape items attached. *(Quantities shown on estimate were used to determine a baseline unit cost with shipping. This baseline unit cost was used in the cost figures above. Final unit costs and shipping will be determined at the time of order)*

Letters of support from the businesses of *The Avenue in the Woods*.

A copy of the GPW - PLANNING+DEVELOPMENT PROGRAM ALIGNMENT is attached for reference.

A copy of the 2020 VISION PLAN is attached for reference.



TreeTopProducts.com
Lowest Prices Guaranteed

Quote

Account Number - 42996

Treetop Products Inc.
222 State Street
Batavia IL 60510
(866) 511-5642
keyaccounts@treetopproducts.com

Estimate # QUOTRE8903

2/24/2021

Customer
George Bailey
City Of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods MI 48236

Ship To
City Of Grosse Pointe Woods
1200 Parkway Dr.
Grosse Pointe Woods MI 48236
(313) 343-2460

Item	Qty	Rate	Amount
2YK2381 Northgate Bench Bronze Plaques/ 10.5 x 3/ 4 Lines/ 28 Characters Plaque Text First Line 10 x 3: Pending Plaque Text Second Line 10 x 3: pending Plaque Text Third Line 10 x 3: pendng	60	\$121.31	\$7,278.60
2ZT2086-BK Northgate Metal Bench with Arched Back/ 6' Bench/ Black	60	\$618.02	\$37,081.20
2ZK2337-BK Flare Planter/ Black	60	\$221.55	\$13,293.00
7ZT7042-BK Park-It Bike Racks/ 7-Bike Rack/ Surface Mount/ Black	30	\$157.14	\$4,714.20
4ZT4049-BK Northgate Receptacle/ 32 Gal Flat Lid Receptacle/ Black Onyx	60	\$521.34	\$31,280.40
Subtotal			\$93,647.40
Tax Total (%)			\$0.00
Shipping			\$5,077.00
Total			\$98,724.40

PRICING FOR THIS QUOTE IS LOCKED IN FOR 30 DAYS