



*Commission Approved  
4/26/22*

PLANNING COMMISSION  
MINUTES 3-22-22 – 7

MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MARCH 22, 2022, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:02 p.m. by Chair Fuller.

- Roll Call: Chair Fuller
- Planning Commissioners: Bailey, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, Vitale
- Absent: O’Keefe
- Also Present: Building Official, Gene Tutag  
City Administrator, Frank Schulte  
Assistant City Administrator, Sue Como  
Recreation Supervisor, Nicole Gerhart

The Planning Commission, Administration, and the Public Pledged Allegiance to the Flag.

**MOTION** by Bailey, seconded by Vitale, that commissioner O’Keefe be excused from tonight’s meeting.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, Vitale
- NO: None
- Absent: O’Keefe

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

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, Vitale
- NO: None
- Absent: O’Keefe

Chair Fuller recognized Council Representative Vaughn who was in attendance at tonight’s meeting.

**MOTION** by Gerhart, seconded by Fenton, that the February 22, 2022 Planning Commission Meeting Minutes be approved as submitted.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, Vitale
- NO: None
- Absent: O’Keefe

The next item on the agenda was the **Presentation/Review of the Chene-Trombley Park Project**. Commissioners Vitale and McNelis stepped away in order to present before the Planning Commission. John Vitale and James McNelis from Stucky Vitale Architects introduced themselves and provided a presentation regarding the concept and status of the project. The concept, as described by Vitale, was to cater to younger children whilst maintaining a variety of uses in the park, making it more usable and attractive in the community. More detail was discussed: entrance, fence, proximity to businesses on Mack Ave., pavilion, open play area, tot area with a prehistoric theme proposed, and more. The project was presented to Mayor and Council as a three-phase project. City Administrator, Frank Schulte, spoke regarding the timeline of the project. Discussion among Planning Commissioners, Administration, and Building Official took place.

The next item on the agenda was the **Scheduling of a Public Hearing: Solar Ordinance Repeal in Chapter 50 of City Code**. Building Official Tutag spoke briefly, stating this is a housekeeping issue to remove the outdated ordinance in place of the new one.

**MOTION** by Hamborsky, seconded by Gilezan, that a Public Hearing for the repeal of section 50-539 of City Code be scheduled for the Planning Commission meeting on April 26, 2022 at 7:00 p.m., located in the Council Chambers at the Robert E. Novitke Municipal Center.

Motion carried by the following vote:

YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, Vitale  
NO: None  
Absent: O'Keefe

The next item on the agenda was the **Scheduling of a Public Hearing: Colonial Design Theme in Chapter 50 of City Code**. Building Official Tutag spoke briefly, going over the history of the ordinance and proposed changes.

**MOTION** by Gerhart, seconded by Vitale, that a Public Hearing for the amendments of section 50-373 of City Code relating to Colonial Design Standards be scheduled for the Planning Commission meeting on April 26, 2022 at 7:00 p.m., located in the Council Chambers at the Robert E. Novitke Municipal Center.

Motion carried by the following vote:

YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, Vitale  
NO: None  
Absent: O'Keefe

The next item on the agenda was the **Discussion/Review of Draft Ordinance: Mobile Food Vending**. Building Official Tutag went over the changes to the draft incorporated by City Attorney Tomlinson. Discussion amongst commissioners ensued. Building Official Tutag stated he would bring the Commissioner's comments to City Attorney Tomlinson to discuss at the next Planning Commission meeting.

The next item on the agenda was the **Building Official Update/Discussion**. Building Official Tutag discussed the City's Sign Ordinance, Master Plan, and Zoning Text Audit, and how the intention would be to stick with the Clearzoning software/format from Giffels Webster. Discussion among Building Official and Planning Commissioners ensued.

The next item on the agenda was the **Review of the 2021 Planning Commission Annual Report**. Planning Commissioners discussed and made suggestions. Building Official Assistant Modrack is to bring the revised draft to the next Planning Commission meeting.

The next item on the agenda was the **Building Official's Monthly Report**, and the following items were presented for February 2022.

- Master Plan, Zoning Audit, Sign Ordinance as mentioned in the Building Official Update.
- Business owners are continuing to apply for blade signs which we are now able to approve and issue permits for.
- The Building Department attended the Avenue-in-the-Woods Open House on March 9<sup>th</sup>.

The next item on the agenda was the **Council Reports**.

- Commissioner Gilezan reported on the February 28, 2022 Council meeting
- Commissioner Hamborsky reported on the March 7 & 21, 2022 Council meetings.

Under **New Business**, the following items were discussed:

- 2020 Plan Subcommittee: nothing to report
- Crosswalk/Pocket Park Subcommittee: nothing to report
- Streetscape Subcommittee: nothing to report

Under **Public Comment**, the following was heard:

- Tom Vaughn: enhanced crosswalks for the Chene-Trombley Park.

**MOTION** by Gilezan, seconded by Hamborsky, to adjourn at 7:59 p.m.

Respectfully Submitted,  
Josie Modrack  
Administrative Assistant to the Building Official