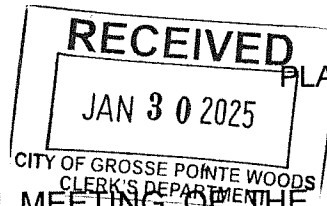


Commission approved 2/25/25



PLANNING COMMISSION
01-28-25 - 1

MINUTES OF THE **PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON JANUARY 28, 2025**, 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 7:00 p.m. by Chair Fenton.

Roll Call: Chair Fenton
Commission Members: Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
Absent: Hamborsky

Also Present: City Planner, Ashley Jankowski
Recording Secretary, Gretchen Miotto
Council Representative Kenneth Gafa

MOTION by Gilezan, seconded by McNelis, to excuse Commission Member Hamborsky from attendance at tonight's meeting.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Hamborsky

Chair Fenton recognized Council Representative Gafa.

The Planning Commission, staff, and the public, Pledged Allegiance to the U. S. Flag.

MOTION by Vitale, seconded by O'Keefe, to accept tonight's agenda as presented.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Hamborsky

MOTION by McNelis, seconded by Vitale, that the December 10, 2024, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Hamborsky

Commissioner Hamborsky arrived at 7:30 p.m.

The first item, under **New Business**, was to **review the 2024 Annual Planning report and consider recommending it to Council.**

Planner Jankowski provided an overview of the results of 2024: the Planning Commission reviewed 11 site plans, one special land use review, 11 signs were reviewed and approved, 11 public hearings, Master Plan rewrite and adoption, one rezoning, one variance, one liquor license, 8 ordinance amendments (Home Occupations and Home-Based Businesses, Mixed Occupancy along Mack Avenue, Year-Round Outdoor Cafes/Dining in the Public Right of Way, Rooftop Open/Semi-Open Dining, Portable Storage Units, Permanent Makeup Services as Accessory Use, Exterior Lighting, and Site Grading for Residential and Commercial Development Projects).

Commissioner Gilezan thanked the city, McKenna, and everyone involved, for the excellent report and all the efforts given for such a robust year.

Planner Jankowski talked through the 2025 Work Plan and priorities: Implement the Master Plan; Provide additional crosswalks, with emphasis on access to Parcels Middle School and the Library, along the Mack Avenue corridor, as needed; Consider enhancements of neighborhood gateways throughout the City; Improve street lighting and implement traffic calming measures along Mack Avenue to enhance safety for pedestrians and nighttime users; Consider establishing programs to provide assistance and support to residents for pocket parks and other neighborhood spaces; Conduct a comprehensive review and update to the Zoning Ordinance; Evaluate and consider amendments to the Zoning Ordinance for Short Term Rentals; Evaluate and consider amendments to the zoning map based on the final Future Land Use Map in the Master Plan; and conduct a joint roundtable between City Council and the Planning Commission to discuss ongoing planning priorities and issues to ensure priorities between the entities align.

The Commission stated that crosswalks in general need to be reviewed, not just Mack/Vernier.

MOTION by Vitale, seconded by Gilezan, to forward the 2024 Annual Planning report and 2025 Work Plan to City Council.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

The next item, under **New Business**, was to **consider approval of the 2025 Planning Commission meeting calendar.**

MOTION by Fuller, seconded by O'Keefe, to approve the 2025 Planning Commission meeting calendar.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale

NO: None

ABSENT: None

The next item, under **New Business**, was to consider re-approval of the Planning Commission By-Laws.

MOTION by McNelis, seconded by Fuller, to approve the By-Laws as presented.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale

NO: None

ABSENT: None

The next item, under **Old Business**, was a discussion on Master Plan priorities and Goal Setting 2025 – Part 2.

Planner Jankowski reviewed the McKenna memo dated January 23, 2025: 2025 Master Plan priorities and 2025 goals that were discussed earlier today.

Commissioner Marx raised the previous discussions on the upcoming (2028) construction on Cook Road and the desire of the Commission that the plans include improvement of the flow of traffic between Mack and Morningside, improve the safety of residents who walk children to school, and possibly bury the power lines to gain additional road space. The Commission would like to ensure that these priorities are known to the entities involved in the construction project, and that any deadlines to get them considered are not missed.

Planner Jankowski will ask Administration about the Cook Road plans in order to share them with the Commission, will get information on the general cost of crosswalks, and will bring the 2020 crosswalk plans to an upcoming Commission meeting.

Planner Jankowski will also request the Commissions 2025 budget from City Administration.

The Commission would like to have a joint session with the City Council to discuss the 2025 priorities, the Cook Road construction, and the crosswalks. The Commission wants to ensure that City Council agrees with the priorities, or has any additional priorities for the Commission, and that Council is aware of .

MOTION by Hamborsky, seconded by Vitale, to recommend the Master Plan and 2025 Goal documents to Council, and request a joint session to further discuss priorities, as well as align Cook Road concerns, crosswalk concerns, and budgetary matters.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

MOTION by Hamborsky, seconded by Vitale, to immediately certify the minutes related to the Master Plan and 2025 Goals, in order to get these topics and requests to Council as soon as possible.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

The next item, under **Old Business**, was a **discussion on a short-term rental ordinance**.

Planner Jankowski provided an overview of the McKenna memo dated January 22, 2025, that recommends amending Section 50-4.34 – Rental Properties to align with City goals and the Master Plan.

There was discussion on effective dates and how to deal with any existing short-term rentals (i.e., providing a compliance deadline), and code enforcement.

This discussion was tabled for an upcoming meeting.

The next item was the **Building Department Report, December 2024 to January, 2025**.

Planner Jankowski provided an overview of current projects and permits.

The next item was the **City Council Reports for December 16, 2024, and January 6 & 27, 2025**.

Commissioner Fenton spoke on the December 16 meeting. Commissioner Fuller spoke on the January 2025 meetings, and informed the commission that during the January 27 Committee-of-the-Whole meeting, the city was awarded a \$500K EV charging station grant and there was discussion of how the city would use that. This topic may come to the Planning Commission for consideration.

Commissioner Gilezan will attend the February meetings.

The next item was **Information Only about training materials and opportunities.**

Planner Jankowski will provide additional information at an upcoming meeting.

Under **Public Comment**, no one wished to be heard:

MOTION by Gilezan, seconded by Vitale, to adjourn at 8:10 p.m.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale

NO: None

ABSENT

Respectfully Submitted,
Gretchen Miotto

Clerk's Confidential Administrative Assistant & Recording Secretary