

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **JANUARY 23, 2024**, 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 7:01 p.m. by Acting Chair Fuller.

Roll Call: Acting Chair Fuller  
Commission Members: Bailey, Fuller, Gilezan, Hamborsky, McNelis, O'Keefe, Vitale  
Absent: Gerhart, Fenton (on leave of absence), Hamborsky  
Also Present: City Planner, Brigitte Wolf  
Council Member Vaughn  
Recording Secretary Miotto  
Rose Kim, Giffels-Webster  
Jill Bahm, Giffels-Webster  
Lauren Falzone, BeautiLoft Owner

**MOTION** by Vitale, seconded by Gilezan, to excuse Commission Members Gerhart and Hamborsky from attendance at tonight's meeting.

Motion carried by the following vote:

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

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

**MOTION** by Vitale, seconded by Gilezan, that tonight's agenda be received and placed on file.

Motion carried by the following vote:

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

**SECONDARY MOTION** was made to amend tonight's agenda by moving the four **New Business** items to after Approval of December 12, 2023 Minutes

Motion carried by the following vote:

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

**MOTION** by Vitale, seconded by Gilezan, that the December 12, 2023, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Fenton, Gerhart, Hamborsky

Under **New Business**, 4 items were discussed: 1) Churchill's Cigar Lounge, 19271 Mack Avenue, site plan for year-round outdoor dining; 2) BeautiLofts site plan at 20419 Mack Avenue; 3) Review of by-laws for annual adoption; 4) Election of Officers: Chair and Vice-Chair.

- 1) Churchill's Cigar Lounge:** Planner Wolf provided an overview of their plan and required updates. A new site plan, along with other items that require compliance, were submitted on 1/22/24 and was too late to include in tonight's agenda. Discussion ensued around the concept of their year-round outdoor dining concept of a permanent extension of their current outdoor seating area. Items discussed were Wayne County approval process; whether a photo-metric study should be done; whether smoking would be allowed and parameters around what can be smoked, and the impacts of that on the odor ordinance; ventilation; and a secondary exit.

**MOTION** by Vitale, seconded by Gilezan, to table the matter until the petitioner is ready to come forward again with information on lighting, ventilation, removeable sides, and other required items.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Fenton, Gerhart, Hamborsky

- 2) BeautiLofts:** Lauren Falzone, owner of BeautiLofts, provided an overview of the concept. She has four other BeautiLofts in Southeast Michigan. At issue is the interior remodel and the intensity of the proposed use (15 suites) is dependent on off-street the parking requirements for the business. Discussion ensued around the concept and Planner Wolf confirmed that the stated use of the building is already approved, but based on McKenna's analysis, it is recommended that 11 suites be the maximum intensity approved. A parking variance by the Planning Commission would still be required.

**MOTION** by Vitale, seconded by Gilezan, to table the matter until the March Planning Commission meeting, after the Shared Parking Agreement is adopted within the Zoning Ordinance amendment that will go before City Council at their March 5, 2024, meeting and the petitioner is ready to come forward again.

Motion carried by the following vote:

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

### **3) Review of by-laws for annual adoption.**

**MOTION** by Vitale, seconded by Bailey, to accept the existing by-laws as presented.

Motion carried by the following vote:

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

### **4) Election of Officers: Chair and Vice-Chair.**

Nominations were made for McNelis for Chair (accepted) and O'Keefe for Vice-Chair (accepted).

**MOTION** by Gilezan, seconded by Vitale, to elect James McNelis as Chair effective at the next Planning Commission meeting.

Motion carried by the following vote:

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

**MOTION** by Gilezan, seconded by Vitale, to elect Donna O'Keefe as Vice-Chair effective at the next Planning Commission meeting.

Motion carried by the following vote:

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

The next item on the agenda was the **Discussion of Master Plan**. Jill Bahm, Giffels-Webster, provided an overview of the project's progress, after several months of discussion, that will provide direction to the City for the next 10-15 years, and the next steps on the plan preparation that consists of three main parts: 1) The Future Land Use Plan & Map; 2) The Mack Avenue Corridor Plan; and 3) The Action Plan. Today's meeting will focus on the Future Land Use Map and associated category descriptions.

Discussion was had on land use designations, mixed use business space, residential density options, Mack Avenue configuration, cross-walks, parking, and neighborhood hub overlays.

Giffels-Webster will incorporate discussion topics into their next presentation.

No motion was made on this topic.

Due to the lateness of the hour, the Commission agreed to hear **Public Comment** from those in attendance. The following were heard:

- John Buhl, Treasurer of Woods Presbyterian Church, spoke on Brian Abner Culinary activities in their commercial kitchen. Planner Smith stated that we are proposing to make an amendment to the Zoning Ordinance to allow for mixed occupancy, as a % of the space, in any property abutting Mack Avenue. Brian Abner Culinary would require a business license and would be subject to taxes as an accessory usage of the property.

The next item on the agenda was **Discussion on Updating Permitted Uses, Zoning Ordinance Amendments**. Planner Wolf presented her memo on the following topics: 1) Home Occupation (and Home-Based Businesses); 2) Mixed Occupancy along Mack Avenue; 3) Outdoor Cafes/Dining; and 4) Rooftop Open / Semi-Open Dining.

- 1) Home Occupation and Home-Based Businesses (Article 4): proposed definition was discussed and updated to include no signs being allowed. Clarification was made that it does not allow for short-term rentals to be the home owner's business.
- 2) Mixed Occupancy on Mack Avenue (Section 50-4.2): proposed definition was discussed and updated to include that % of space of property used will be added.
- 3) Outdoor Cafes (Section 50-6.5): proposed definition was discussed and the additional floor space would require parking spaces be re-evaluated; outdoor café applications would go through Planning Commission for review. Year-round café (past November 8) permits would require review and approval by the Building Department and the Planning Commission. The location of any outdoor café will be updated to include alleyways within the property line. Enclosures in the public right-of-way were discussed along with sight line concerns on Mack.
- 4) Rooftop Dining: proposed definition was reviewed along with permitted location, and proposed use standards.

**MOTION** by Vitale, seconded by Bailey, to schedule a Public Hearing, inclusive of all updates discussed today, at the February 20, 2024, Planning Commission meeting.

Motion carried by the following vote:

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

The next item on the agenda was the **Building Official's Monthly Report for January**.

The next item on the agenda was **Council Report/s**. Commission Member McNelis reported that there were a few items discussed in the January meetings. January 8: the sign ordinance was recommended for the first reading on January 22. On January 22, the first reading of the sign ordinance was done and the second reading was scheduled for February 5. Commission member O'Keefe will attend the February 2024 Council meetings.

There was nothing brought up in **Old Business**.

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

- Lisa Fuller complimented the Commission.

**MOTION** by Bailey, seconded by O'Keefe, to adjourn at 10:51 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Fenton, Gerhart, Hamborsky

Respectfully Submitted,  
Gretchen Miotto  
Clerk's Confidential Administrative Assistant & Recording Secretary