

Commission Approved 11.22.22

PLANNING COMMISSION

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MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON SEPTEMBER 27, 2022, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 2025 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, Fenton, Gilezan, McNelis, O'Keefe,
Vitale Absent: Gerhart, Hamborsky
Also Present: Building Official, Bruce Eck

MOTION by Gilezan, seconded by Bailey, that absent commissioners be excused from tonight's meeting.

Motion carried by the following vote:

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

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

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

Motion carried by the following vote:

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

Chair Fuller recognized Council Representative Tom Vaughn, Mayor Bryant, and City Administrator Frank Schulte who attended tonight's meeting.

MOTION by Fenton, seconded by McNelis, that the June 28, 2022 Planning Commission Meeting Minutes be approved as submitted.

Motion carried by the following vote:

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

The next item on the agenda was the **McKenna Team Introduction**. City Manager Schulte introduced the firm of McKenna as the firm that was selected to provide building and zoning services replacing the former Building Official that had served the City for over 20 years. He explained that the McKenna team has hit the ground running in the building department and expects the same for their planning and zoning services.

John Jackson gave a brief overview of the team and have the Planning Commission a handout

(attached) with a summary of the services McKenna would be providing and the members of the McKenna team.

Commissioner O'Keefe requested the contact information for the members of the team in case there were issues that needed to be discussed/reported.

Council Representative Vaughn asked how McKenna handles administrative review of sign applications.

Mr. Jackson acknowledged that the City was making changes to their sign ordinance and that the team would follow the new ordinance with the understanding the City is looking to streamline the review process.

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

Mr. Jackson stated that a BS&A report of the activity since McKenna started is available (attached) and that at future meetings, McKenna would provide additional insight on the projects coming through the Building Department.

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

- Commissioner O'Keefe reported on the July 11 & 18, 2022 City Council meetings.
- Commissioner Bailey reported on the August 8 & 15, 2022 City Council meetings.
- Commissioner Fenton reported on the September 12 & 19, 2022 City Council meetings.

The next item on the agenda was the **Council Representatives for October and November City Council meetings**. Commissioner Gilezan to attend October 3 & 17, 2022, Commissioner Hamborsky to attend November 14 & 21, 2022.

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

- 2020 Plan: nothing to report
- Crosswalk: nothing to report
- Streetscape: nothing to report

Under **Public Comment**:

Ms. Margaret Potter, Grosse Pointe Woods, asked when the traffic concerns at the intersection of Mack and Vernier were going to be addressed. She also expressed concern regarding the negative visual impact of the flashing/blinking neon lights that some businesses have recently installed.

City Manager Schulte explained that the City was recently awarded a safety grant and along with ARPA funds from Wayne County and were looking forward to implementing several

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improvements to the intersection including safe routes to schools related improvements as soon as 2024.

Building Official Eck encouraged Ms. Potter to contact the Building Department if she felt there were signs that posed a danger to the public or traffic based on the flashing or blinking nature of the sign. He would have someone go and observe the signs to see if there were possible solutions.

MOTION by Bailey, seconded by Vitale to adjourn at 8:09 p.m. Motion carried by the following vote:

Motion carried by the following vote:

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

NO: None

Absent: Gerhart, Hamborsky

Respectfully Submitted, Alicia Warren
Zoning Administrator

Commission Approved 12.13.22

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MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON NOVEMBER 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, Gilezan, Gerhart, McNelis, O'Keefe, Vitale
Absent: Fenton, Hamborsky
Also Present: Building Services Project Manager, Sam Woodrick
Planning Project Manager, Michael Boettcher, AICP

MOTION was made and seconded that absent commissioners be excused from tonight's meeting.

Motion carried by the following vote:

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

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

MOTION that tonight's agenda be received and placed on file.

Motion carried by the following vote:

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

MOTION by Bailey, seconded by McNelis, that the September 27, 2022 Planning Commission Meeting Minutes be approved as submitted.

Motion carried by the following vote:

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

The next item on the agenda was the **Building Official's Monthly Report**. Sam Woodrick, Building Services Project Manager with Mckenna gave BS&A report of new activity and additional insight on the projects coming through the Building Department.

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

- Commissioner Gilezan stated he did not make the October meetings.
- October 3rd meeting was covered by Commissioner O'Keefe and reported the city sponsorship of \$1,000 for the parade.
- October 17th meeting was covered by commissioner Vitale.

The next item on the agenda was the **Council Representatives for December City Council meetings**. Commissioner Vitale to attend December 5th and 19th, 2022 council meeting.

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

- 20100 Mack Avenue Rezoning discussion and scheduling of public hearing date.

Michael Boettcher, Planner with Mckenna, presented the background of the rezoning.

MOTION by Gilezan, seconded by Gerhart to recuse at Commissioner Vitale who spoke for the applicant. Motion carried by the following vote:

Motion carried by the following vote:

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

John Vitale, Stucky Vitale Architects, represented the applicant for the rezoning at 20100 Mack Avenue and presented the application.

MOTION by Bailey, seconded by O'Keefe to set Public Hearing date for the rezoning of 20100 Mack Avenue for December 13, 2022. Motion carried by the following vote:

Motion carried by the following vote:

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

Under **Public Comment**:

Resident, comment regarding Agenda Item 7. Council had two variances on their last agenda and how the items are further processed after council meeting. Resident also asked when reviews are being done to include further details on sites.

Chair Fuller mentioned that the Master Plan is being worked on by Giffels Webster to be updated.

MOTION was made and seconded to adjourn at 7:39 p.m. Motion carried by the following vote:

Motion carried by the following vote:

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

Respectfully Submitted, Alicia Warren
Zoning Administrator