

*Commission Approved
1/23/24*

PLANNING COMMISSION
12/12/23 - 32

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **DECEMBER 12, 2023**, 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 Chair Gerhart.

Roll Call: Chair Gerhart
Commission Members: Fuller, Gilezan, McNelis, O'Keefe, Vitale
Absent: Bailey, Fenton (on leave of absence), Hamborsky
Also Present: City Planner, Brigitte Wolf
Recording Secretary Miotto
Council Member Vaughn

MOTION by Fuller, seconded by McNelis, to excuse Commission Members Bailey and Hamborsky from attendance at tonight's meeting.

Motion carried by the following vote:
YES: Fuller, Gerhart, Gilezan, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Bailey, Fenton, Hamborsky

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

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

Motion carried by the following vote:
YES: Fuller, Gerhart, Gilezan, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Bailey, Fenton, Hamborsky

MOTION by McNelis, seconded by Fuller, that the November 28, 2023, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:
YES: Fuller, Gerhart, Gilezan, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Bailey, Fenton, Hamborsky

Commission Member Hamborsky arrived at 7:04 pm.

The first item on the agenda was the **Zoning Ordinance Amendments and Updating Permitted Uses**. City Planner Wolf provided an overview of the memo and discussion ensued on the 3 items addressed: 1) Home Occupations – the proposed definition and performance standards were discussed, 2) Mixed Occupancy – the current mixed occupancy permitted, the proposed revisions, and the proposed language to Section 50-4.2 were discussed, and 3) Outdoor Cafes – the current requirements, the requirements under review, a comparative analysis of surrounding communities, and proposed design standards for Multi-Seasonal Outdoor Cafes were discussed.

MOTION by McNelis, seconded by Fuller, that the Planning Commission postpone the Zoning Ordinance Amendments and Updating Permitted Uses until the January 2024 meeting.

Motion carried by the following vote:

YES: Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe, Vitale

NO: None

ABSENT: Bailey, Fenton

The next item on the agenda was the **Building Official’s Monthly Report for December 2023**. Planner Wolf added that Churchill’s has submitted a ZBA application for a year-round outdoor café, and two commercial renovations are awaiting final site plans. Planner Wolf will invite Karson Claussen, the new Building Official from McKenna, to an upcoming meeting.

The next item on the agenda was the **Council Report for December 4, 2023**. Commission Member Hamborsky reported that there were no items discussed that would be of interest to the Planning Commission. He will attend the December 18, 2023 meeting. Commission member McNelis will attend the January 2024 Council meetings.

The next item on the agenda was for information only: the **Master Plan Preparatory Information for January Meeting**.

Under **New Business**, motion by Gilezan, seconded by Hamborsky, that the Planning Commission open the public hearing regarding **Amendments to Section 50-5.3 and 50-5.5 of the Zoning Ordinance regarding off-street parking requirements and semicircular dimensions**.

Motion carried by the following vote:

YES: Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe, Vitale

NO: None

ABSENT: Bailey, Fenton

THE MEETING WAS THEREUPON OPENED AT 8:19 P.M. FOR A PUBLIC HEARING ON THE **AMENDMENTS TO SECTIONS 50.5.3 AND 50-5.5 OF THE ZONING ORDINANCE REGARDING OFF-STREET PARKING REQUIREMENTS AND SEMICIRCULAR DIMENSIONS** WITH SEVEN COMMISSION MEMBERS PRESENT.

Motion by Vitale, seconded by Hamborsky, that the following items be received and placed on file:

1. Notice of Public Hearing
2. City Planner Wolf's Memo Dated December 12, 2023
3. Zoning Ordinance 50-5.3 with Proposed Changes
4. Zoning Ordinance 50-5.5 with Proposed Changes

Motion carried by the following vote:

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

Chair Gerhart asked if anyone in the audience wished to be heard in favor of the **Amendments to Section 50.5.3 and 50-5.5 of the Zoning Ordinance regarding off-street parking requirements and semicircular dimensions**. No one wished to be heard.

Chair Gerhart asked if anyone in the audience wished to be heard in opposition to the **Amendments to Section 50.5.3 and 50-5.5 of the Zoning Ordinance regarding off-street parking requirements and semicircular dimensions**. No one wished to be heard.

Motion by Gerhart, seconded by Fuller, that the public hearing be closed at 8:21 p.m. Passed unanimously.

Motion by Hamborsky, seconded by Gilezan, that the Planning Commission recommend that City Council approve the **Amendments to Section 50.5.3 and 50-5.5 of the Zoning Ordinance regarding off-street parking requirements and semicircular dimensions**.

Motion carried by the following vote:

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

Motion by Hamborsky, seconded by O'Keefe, that Section 50-5.3, Section E, be amended to say that "off-street parking facilities required for all other uses shall be located on the lot or property in the city within 500 feet of the permanent use requiring such off-street parking."

Motion carried by the following vote:

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

The next item under new business was to **Consider Recommending the Updated Sign Ordinance**. Planner Wolf provided an overview of the most recent changes since the last Planning Commission meeting which includes: **a) Sec. 32-7 Illuminated Signs, b) Sec. 32-11 Temporary Signs Generally, and c) Sec. 32-29 Design of Lettering.**

Motion by Vitale, seconded by Hamborsky, that the Sign Ordinance Sec. 32.11 Temporary Signs Generally be amended to state “Permits for commercial temporary signs shall authorize the erection of such signs...”. And that the Planning Commission recommend approval by City Council of the sign ordinance as amended.

Motion carried by the following vote:

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

Motion by Vitale, seconded by Gilezan, to immediately certify the previous discussion.

Motion carried by the following vote:

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

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

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

- Resident spoke in opposition of meeting minutes including the name and address of those who wish not to be identified.

MOTION by Vitale, seconded by O’Keefe, to adjourn at 8:54 p.m.

Motion carried by the following vote:

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

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