

MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **APRIL 25, 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 7:00 p.m. by Chair Gerhart.

Roll Call: Chair Gerhart  
Commissioners: Bailey, Fenton, Fuller, McNelis, O'Keefe,  
ABSENT: Gilezan, Hamborsky, Vitale  
Also Present: Planning Project Manager, Michael Boettcher, AICP  
Council Member Vaughn  
Recording Secretary Miotto  
Jill Bahm and Rose Kim, Giffels Webster

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- Melinda Billingsley, Citizens' Recreation Commission

**MOTION** by Fenton, seconded by Fuller, to excuse Commissioners Gilezan, Hamborsky, and Vitale from attendance at tonight's meeting.

Motion carried by the following vote:

YES: Bailey, Fenton, Fuller, Gerhart, McNelis, O'Keefe

NO:

ABSENT: Gilezan, Hamborsky, Vitale

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

Commissioner Hamborsky arrived at 7:02 p.m.

**MOTION** by McNelis, seconded by Fuller, that tonight's agenda be approved as presented.

Motion carried by the following vote:

YES: Bailey, Fenton, Fuller, Gerhart, Hamborsky, McNelis, O'Keefe

NO:

ABSENT: Gilezan, Vitale

The Commission acknowledged the attendance of Council Person Vaughn.

The Chair acknowledged the March 28, 2023, Planning Commission Meeting Minutes were immediately certified on March 28, 2023, so do not require additional approval.

The next item on the agenda was **Giffels Webster Master Plan Update Work Plan Discussion.**

Jill Bahm and Rose Kim, of Giffels Webster, presented their April 12, 2023, draft of the master plan. Commissioner Hamborsky suggested Giffels Webster include a map that displays the density of the land use types. Commissioner Fuller suggested that the future use maps be reviewed for accuracy of current usage, specifically those displayed as Institutional, citing the change of use of Liggett on Briarcliff. Fuller also noted that Giffels Webster descriptions of the parks should be updated. The Planning Commission stated they would provide Giffels Webster the current Citizens' Recreation Commission plans for the parks.

Giffels Webster requested that a joint City Council and Planning Commission 1.5 hour "visioning" session be placed on the calendar in late May, or early June, to create a SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis and to set goals and objectives. In the July/August timeframe a Public Open House (in-person and online) should be scheduled to gain resident input to the plan. Phase 2 would commence with Giffels Webster preparing the plan, then public input would be gathered, then a public hearing and adoption. Lastly, the finalization and printing of the plan would close out the project.

Commissioner Gilezan arrived at 7:23 p.m.

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

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

The April 3<sup>rd</sup> and April 17<sup>th</sup>, 2023, City Council meetings were discussed.

Under **New Business**, were the Sign Ordinance and Lighting Ordinance.

Council Member Vaugh provided a redlined draft of the Sign Ordinance and Michael Boettcher provided suggestions for the Lighting Ordinance. Commissioners will review the documents for discussion at the May meeting. Attorney Tomlinson will attend the May Planning Commission meeting.

Under **Old Business**, the Revised By-Laws and Rules of Procedures were presented.

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

**MOTION** by Hamborsky, seconded by O'Keefe, to adjourn at 8:06 p.m.

Motion carried by the following vote:

YES: Bailey, Fenton, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O'Keefe

NO: None

ABSENT: Vitale

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