

*Commission approved 9/24/24*

PLANNING COMMISSION  
07-23-24 - 31

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **JULY 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 7:06 p.m. by Chair McNelis.

Roll Call: Chair McNelis  
Commission Members: Fuller, Gilezan, Hamborsky, O'Keefe  
Absent: Bailey (resigned), Fenton, Vitale

Also Present: City Planner, Brigitte Wolf  
City Clerk/Recording Secretary, Paul Antolin  
Council Representative Kenneth Gafa

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

Motion carried by the following vote:

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

Chair McNelis accepted the resignation of George Bailey from the Planning Commission with regret, and expressed thanks and appreciation for all his input on the commission and that he will be missed.

**MOTION** by Hamborsky, seconded by Fuller, to accept the resignation of Commission Member Bailey, effective immediately.

Motion carried by the following vote:

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

Chair McNelis recognized Council Representative Gafa.

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

**MOTION** by O’Keefe, seconded by Gilezan, to accept tonight’s agenda as presented.

Motion carried by the following vote:

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

**MOTION** by Fuller, seconded by Gilezan, that the June 25, 2024, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

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

The first item on the agenda, under **Public Hearings**, is to **Host a public hearing to add regulations on Exterior Lighting to the Zoning Ordinance.**

**MOTION** by Gilezan, seconded by Fuller, to open the Public Hearing.

Motion carried by the following vote:

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

The Public Hearing was opened at 7:10 p.m. by Chair McNelis.

Planner Wolf provided an overview of the recommended regulations on Exterior Lighting to the Zoning Ordinance. It is proposed to add a new sub-section to create measurable indicators that will both improve visibility and minimize nighttime lighting disturbances. One additional provision is proposed to be added to the original language previously discussed, called “lighting nuisance violations”, which will help with enforcement. Non-conformities will be addressed over time as existing fixtures change or need repair.

No one wished to speak in support.

No one wished to speak in opposition.

**MOTION** by O'Keefe, seconded by Fuller, to close the Public Hearing.

Motion carried by the following vote:

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

The Public Hearing was closed at 7:14 p.m. by Chair McNelis.

The second item on the agenda, under **Public Hearings**, is to **Host a public hearing to amend Chapter 26 in the City Code of Ordinance on site grading.**

**MOTION** by Gilezan, seconded by O'Keefe, to open the Public Hearing.

Motion carried by the following vote:

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

The Public Hearing was opened at 7:15 p.m. by Chair McNelis.

Planner Wolf provided an overview of the recommended amendments to Chapter 26 in the City Code of Ordinance on site grading which sets standards on development regardless of which zoning district it is. This revision was brought forward by AEW, the city's engineering firm, and McKenna Building Services due to reviewing of a number of new residential projects, both new construction and additions. The purpose is to provide standards on these projects to ensure there is no negative impact on adjoining properties.

No one wished to speak in support.

No one wished to speak in opposition.

**MOTION** by Gilezan, seconded by Fuller, to close the Public Hearing.

Motion carried by the following vote:

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

The Public Hearing was closed at 7:19 p.m. by Chair McNelis.



The next item on the agenda, under New Business, is to **Consider recommending an amendment to the Zoning Ordinance to add a new section to Article 5: Site Standards to regulate exterior lighting. (C)**

**MOTION** by O’Keefe, seconded by Gilezan, that the Planning Commission support the recommended amendment to the Zoning Ordinance to add a new section to Article 5: Site Standards to regulate exterior lighting. (C)

Motion carried by the following vote:

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

**MOTION** by Fuller, seconded by O’Keefe, to amend the previous motion to include the shaded section of sub-section M.

Motion carried by the following vote:

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

**MOTION** by Gilezan, seconded by Fuller, to immediately certify this recommendation.

Motion carried by the following vote:

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

The next item on the agenda, under New Business, is to **Consider recommending an amendment to the City Code of Ordinance to amend Section 26- 5 Residential plot plan and site plan submittals AND 26-34 Site Grading. (C)**

Discussion ensued to clarify when site plans and site grading plans are required and that there are safeguards in place to ensure that plans are appropriately reviewed prior to projects that require permits, as well as at the completion of projects, so changes during the project do not violate the ordinances.

Planner Wolf will clarify with City Attorney Walling the specific language to include in the proposed amendment.

**MOTION** by Gilezan, seconded by Fuller, that the Planning Commission support the recommended amendment to the City Code of Ordinance to amend Section 26- 5 Residential plot plan and site plan submittals AND 26-34 Site Grading (C), with the addition of recommendations made during the discussion of this topic.



Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, McNelis, O'Keefe

NO: None

ABSENT: Fenton, Vitale

**MOTION** by Gilezan, seconded by O'Keefe, to immediately certify this recommendation.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, McNelis, O'Keefe

NO: None

ABSENT: Fenton, Vitale

There were no items under **Old Business**.

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

Planner Wolf provided an overview of the Building Official's July report.

The next item on the agenda was the **Council Report/s for July**. Commissioner McNelis reported on the July 1 and, and Commissioner Gilezan reported on the July 15 City Council and Committee-of-the-Whole meetings.

Commissioner Hamborsky will cover the August City Council meetings.

Under **Public Comment**, Commission Hamborsky asked about the Master Plan status. Planner Wolf confirmed it was going to Council and that it would be entering the 63-day public review period in August, with the final draft expected to be presented to Council in October.

**MOTION** by Gilezan, seconded by O'Keefe, to adjourn at 8:25 p.m.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, McNelis, O'Keefe

NO: None

ABSENT: Fenton, Vitale

Respectfully Submitted,  
Paul Antolin  
City Clerk