

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, 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, 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 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