

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **OCTOBER 24, 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 7:03 p.m. by Chair Gerhart.

Roll Call: Chair Gerhart
Commission Members: Fuller, McNelis, O'Keefe, Vitale
Absent: Bailey, Fenton, Gilezan, Hamborsky
Also Present: City Planner, Brigitte Smith
Recording Secretary Miotto
Council Member Vaughn

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

Motion carried by the following vote:

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

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

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

Motion carried by the following vote:

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

Chair Gerhart recognized Commission member and Council Representative in attendance:

- Catherine Dumke, Senior Citizens' Commission
- Council Member Vaughn

Commission member Hamborsky arrived at 7:05 pm.

MOTION by Vitale, seconded by Fuller, that the September 26, 2023, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

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

NO: None

ABSENT: Bailey, Fenton, Gilezan

The first item on the agenda was the **Sign Ordinance Review Discussion**. Continued discussion from previous meetings. City Planner Smith provided a summary of what is being recommended related to temporary signs, both commercial and residential, and lighting for any type of sign. Time, quantity, and size of commercial and residential signs were discussed. Consensus was reached that the ordinance should include parameters around time, quantity and size of signs. Chair Gerhart requested that City Attorney Tomlinson attend the next meeting. Illuminated signs were discussed including a halo effect that projects light on the surface of the building itself. The Commission requested City Planner Smith provide a graphic representation of these signs and a method of measuring the light for code enforcement. Measurement methods for sign illumination should be reviewed. The color scheme of lights and quantity of lights on commercial buildings was also discussed. City Planner Smith will provide recommended language at the next meeting.

MOTION by Vitale, seconded by Fuller, that the Planning Commission postpone this until the November 2023 meeting.

Motion carried by the following vote:

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

NO: None

ABSENT: Bailey, Fenton, Gilezan

The next item on the agenda was **Off-Street Parking Requirements (50-5.3)**. City Planner Smith provided an overview of the updated recommended amendment to the zoning ordinance to allow for reasonable flexibility in the off-street parking requirements in two ways: 1) Parking Waivers. The Zoning Administrator and Planning Commission would have the ability to grant waivers in off-street parking requirements, provided that there is no reduction in the number of spaces reserved for persons with disabilities. The Building/Planning Department may waive up to 10% of the total site parking. If parking space reduction is more than 10% of the total site parking, then a public hearing is required. The Planning Commission has final authority over granting parking waivers.

2) Shared Parking Agreements. In all non-residential and mixed-use zones, private parking facilities may be shared by multiple users whose activities are not normally conducted during the same hours, or when hours of peak use vary. Discussion was had around across the street parking. City Planner Smith will provide additional recommendations related to circular drive

restrictions, and Sec. 50-5.5 restriction for 90-degree parking to less than the stated 25'-0", and accommodations for compact parking.

MOTION by Fuller, seconded by McNelis, that the Planning Commission schedule a Public Hearing on the off-street parking zoning ordinance amendment for November.

Motion carried by the following vote:

YES: Fuller, Gerhart, Hamborsky, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Bailey, Fenton, Gilezan

The next item on the agenda were the **Building Official's Monthly Report for October 2023**.

MOTION by Vitale, seconded by Fuller, to receive and place on file.

Motion carried by the following vote:

YES: Fuller, Gerhart, Hamborsky, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Bailey, Fenton, Gilezan

The next item on the agenda were the **Council Reports for October 2 and October 16**.

Chair Gerhart reported that Commissioner Fenton was granted a leave of absence while he is interim Superintendent of the Grosse Pointe Public School System. There were no other issues of interest to the Planning Commission. Commission member Gilezan will attend November Council meetings.

There was no **New Business**.

Under **Old Business**, it was requested that the Giffels-Webster Master Plan Survey be emailed to the business owners.

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

- Margaret Potter – 1834 Allard, on off street parking.
- Wilson Moin – 1956 Allard, in opposition of raised garden boxes.
- Nadia Anusbigian – 1953 Allard, in opposition of front yard planter boxes, and code enforcement.

- Kimberly Moin – 1956 Allard, provided photos and spoke about lack of code enforcement on yard maintenance and in opposition of front yard raised planter boxes.

MOTION by Fuller, seconded by O-Keefe, to adjourn at 8:38 p.m.

Motion carried by the following vote:

YES: Fuller, Gerhart, Hamborsky, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Bailey, Fenton, Gilezan

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