



**CITY OF GROSSE POINTE WOODS**  
**CITY COUNCIL MEETING AGENDA**  
**Monday, May 06, 2024 at 7:00 PM**

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*Robert E. Novitke Municipal Center - Council Chambers/Municipal Court,  
20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
(313) 343-2440*

**1. CALL TO ORDER**

[A.](#) Administrative Memo: May 2, 2024

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. RECOGNITION OF COMMISSION MEMBERS**

**5. ACCEPTANCE OF AGENDA**

**6. CONSENT AGENDA**

**A. Appointments**

[1.](#) Community Tree Commission (Mayoral)

a) Biographical Sketch - Kate Colborn - Term to expire: 12/31/25

b) Biographical Sketch - Stevan Skorupski - Term to expire: 12/31/24

**B. Approval of Minutes**

[1.](#) Council 04/15/24

[2.](#) Compensation and Evaluation Committee 05/15/23

[3.](#) Planning Commission 03/26/24

[4.](#) Beautification Advisory Commission 03/13/24

**C. Proclamation**

[1.](#) Holocaust Memorial - "Days of Remembrance" (May 5 - 12)

[2.](#) National Military Appreciation Month (May)

[3.](#) Peace Officers Memorial Day (May 15) / National Police Week (May 12 - 18)

**D. Resolution**

[1.](#) Grosse Pointe Woods Social District

1) Memo 05/03/24

b) Proposed Resolution

c) Operations and Maintenance Plan

d) GPW Social District Participation Permit

e) Exhibit A: Proposed Social Districts with Marked Qualified Businesses

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cc: Council - 7  
City Administrator  
City Attorney

Treasurer/Comptroller  
City Clerk  
Email Group/Media

Assistant City Administrator  
Post - 4

- f) Exhibit B: Proposed Northern Social District
- g) Exhibit C: Proposed City Hall Social District

**E. Claims and Accounts**

**1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers**

- a) Hampton Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 149841 - Proj. No. 0160-0456 - 04/15/24 - \$641.43.
- b) Torrey Rd. Pump Station Capital Improvement Plan - Invoice No. 149842 - Proj. No. 0160-0457 - 04/15/24 - \$800.10.
- c) Water System CDSMI - Invoice No. 149844 - Proj. No. 0160-0461 - 04/15/24 - \$1,229.31.
- d) Lake Front Park Splash Pad - Invoice No. 149848 - Proj. No. 0160-0465 - 04/15/24 - \$1,714.50.
- e) 2023 Sewer Rehab Program - Invoice No. 149852 - Proj. No. 0160-0468 - 04/15/24 - \$162.90.
- f) Torrey Rd. Pump Station Generator - Invoice No. 149857 - Proj. No. 0160-0473 - 04/15/24 - \$1,557.00.
- g) 2023-2024 General Engineering - Invoice No. 149900 - Proj. No. 0160-0472 - 04/15/24 - \$5,249.01.
- h) Roslyn Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 150092 - Proj. No. 0160-0464 - 04/19/24 - \$7,718.34.

**2. McKenna - Building/Planning Services**

- a) Invoice No. 21849-89 - Building Services - March 2024 - 04/19/24 - \$33,954.75.
- b) Invoice No. 22-064-25 - Planning Services - March 2024 - 04/18/24 - \$5,208.75.

**3. Tokio Marine HCC - Deductible Invoice** - Claim No. 197417 - Date of Loss: 06/07/20 - Policy No. PKG81410016 - 04/19/24 - \$15,000.00.

**4. WCA Assessing - Assessing Services** - Invoice No. 041524 - May 2024 - 04/16/24 - \$7,175.58.

**7. ZONING BOARD OF APPEALS**

- A. Side Yard Setback Variances Request: 20620 Fairway Lane, Katie and Jonathon Clark  
(See ZBA Agenda 05/06/24)

**8. PUBLIC HEARING**

**A. RO-1 (Restricted Office) to C (Commercial) Rezoning Request: 20100 Mack Avenue, Buccellato Development, LLC**

- 1) Rezoning Review 05/01/24 - City Planner Wolf
- 2) Rezoning Application
- 3) Site Plan Review Application
- 4) Memo 03/25/24 - Director of Public Safety Kosanke
- 5) Memo 05/03/24 - Director of Public Services Kowalski
- 6) Affidavit of Property Owners Notified with List
- 7) Parcel Map
- 8) Affidavit of Legal Publication

- 9) Site Plan Transmittal Cover Sheet
- 10) Site Plans (3)

**B. Special Land Use Request: 20100 Mack Avenue (Friendship Factory), Justin Buccellato**

- 1) Special Land Use Review 05/01/24 - City Planner Wolf
- 2) Rezoning Application
- 3) Site Plan Review Application
- 4) Memo 03/25/24 - Director of Public Safety Kosanke
- 5) Memo 05/03/24 - Director of Public Services Kowalski
- 6) Affidavit of Property Owners Notified with List
- 7) Parcel Map
- 8) Affidavit of Legal Publication
- 9) Site Plan Transmittal Cover Sheet
- 10) Site Plans (3)

**9. COMMUNICATIONS**

**A. FY 2024-2025 Water and Sewer Budget**

- 1) Memo 05/06/24 - Deputy Treasurer/Comptroller
- 2) Proposed FY 2024-2025 Water and Sewer Budget

**B. Schedule Public Hearing Date for Proposed FY 2024-2025 Budget**

- 1) Memo 05/06/24 - Deputy Treasurer/Comptroller
- 2) Notice of Public Hearing

**C. Resignation - Historical Commission - Frank Romano**

- 1) Letter 04/22/24 - Frank Romano

**D. Appointment - Pension Board Administrator**

- 1) Steven Schmidt

**E. Appointment - Pension Board Secretary**

- 1) Tina Hoenicke

**10. NEW BUSINESS/PUBLIC COMMENT**

**11. ADJOURNMENT**

**Paul P. Antolin, MiPMC  
City Clerk**

**IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)  
POSTED AND COPIES GIVEN TO NEWSPAPERS**

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249

**\*\*\* NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD THE COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST. \*\*\***

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for the Regular Council Meeting of May 6, 2024**

- Item 1      CALL TO ORDER  
Prerogative of the Mayor to call this meeting to order.
- Item 2      ROLL CALL  
Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3      PLEDGE OF ALLEGIANCE  
Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4      RECOGNITION OF COMMISSION MEMBERS  
Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5      ACCEPTANCE OF THE AGENDA  
Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.
- Item 6      CONSENT AGENDA  
All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items (6A-6E) listed under the consent agenda as presented.

**A. Appointments**

1. Community Tree Commission (Mayoral)
  - a) Biographical Sketch - Kate Colborn - Term to expire: 12/31/25
  - b) Biographical Sketch - Stevan Skorupski - Term to expire: 12/31/24

**B. Approval of Minutes**

1. Council 04/15/24
2. Compensation and Evaluation Committee 05/15/23
3. Planning Commission 03/26/24

4. Beautification Advisory Commission 03/13/24

**C. Proclamation**

1. Holocaust Memorial - "Days of Remembrance" (May 5 - 12)
2. National Military Appreciation Month (May)
3. Peace Officers Memorial Day (May 15) / National Police Week (May 12 - 18)

**D. Resolution**

1. Grosse Pointe Woods - Social District
  - a) Memo 05/03/24 – City Planner Wolf
  - b) Proposed Resolution
  - c) Operations and Maintenance Plan
  - d) GPW Social District Participation Permit
  - e) Exhibit A: Proposed Social Districts with Marked Qualified Businesses
  - f) Exhibit B: Proposed Northern Social District
  - g) Exhibit C: Proposed City Hall Social District

**E. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a) Hampton Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 149841 - Proj. No. 0160-0456 - 04/15/24 - \$641.43.
  - b) Torrey Rd. Pump Station Capital Improvement Plan - Invoice No. 149842 - Proj. No. 0160-0457 - 04/15/24 - \$800.10.
  - c) Water System CDSMI - Invoice No. 149844 - Proj. No. 0160-0461 - 04/15/24 - \$1,229.31.
  - d) Lake Front Park Splash Pad - Invoice No. 149848 - Proj. No. 0160-0465 - 04/15/24 - \$1,714.50.
  - e) 2023 Sewer Rehab Program - Invoice No. 149852 - Proj. No. 0160-0468 - 04/15/24 - \$162.90.
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4. WCA Assessing - Assessing Services - Invoice No. 041524 - May 2024 - 04/16/24 - \$7,175.58.

\*Prerogative of the Mayor to read aloud the proclamations.

Item 7 ZONING BOARD OF APPEALS

Recess as a City Council and convene as a Zoning Board of Appeals. Upon conclusion of the public hearing, adjourn as a Zoning Board of Appeals and reconvene as a City Council.

Item 7A SIDE YARD SETBACK VARIANCES REQUEST: 20620 FAIRWAY LANE, KATIE AND JONATHON CLERK  
(See ZBA Agenda 05/06/24)

\*Reconvene the City Council Meeting\*

Item 8 PUBLIC HEARING

Item 8A RO-1 (RESTRICTED OFFICE) TO C (COMMERCIAL) REZONING REQUEST: 20100 MACK AVENUE, BUCCELLATO DEVELOPMENT, LLC

Open the Public Hearing. Receive and place on file all communications pertaining to this request. Hear any comments, first in support of, second in opposition to, the request from the audience. Close the Public Hearing.

The applicant proposes to rezone the site to allow for an interested commercial business to occupy the vacant building. The applicant wishes to seek zoning as C (Commercial District) to support an interested tenant, which would operate as an event space for children.

Prerogative of the City Council to concur with the City Planner's and Planning Commission's recommendations to approve the proposed rezoning at 20100 Mack Avenue (Parcel ID 44-012-05-0090-000) from the RO-1 (Restricted Office District) to C (Commercial Business) based on the following finding of fact:

- a. The subject site has been sitting vacant and is situated on the Commercial Corridor;
- b. Being architecturally consistent with the neighboring residential neighborhood;
- c. Expanding the site to commercial uses aligns with the direction of the Master Plan Future Land Use Plan Map based on discussions throughout the 2023-2024 master planning process.

Item 8B SPECIAL LAND USE REQUEST: 20100 MACK AVENUE, BUCCELLATO DEVELOPMENT, LLC

Open the Public Hearing. Receive and place on file all communications pertaining to this request. Hear any comments, first in support of, second in opposition to, the request from the audience. Close the Public Hearing.

Following the Planning Commission’s recommendation for approval of the special land use and approval of the site plan, the applicant requests special land use approval for a children’s even space, called Friendship Factory, at 20100 Mack Avenue.

Since the specific use is not listed as a land use type in the Zoning Ordinance, a children’s event space would be considered a miscellaneous business establishment and it must be approved in accordance with the procedures set for a special land use approval, pending rezoning approval.

The applicant has applied for a rezoning request from RO-1 (Restricted Office) to C (Commercial Business) to allow for this use.

Prerogative of the City Council to concur with the City Planner and Planning Commission’s recommendations to approve the special land use request for a children’s event hall at 20100 Mack Avenue (Parcel ID 44-012-05-0090-000) based on the findings of compliance with the Ordinance, listed in the review and with the following conditions:

- a. The site is approved for rezoning from the RO-1 district to the C district;
- b. A shared parking agreement or parking waiver is approved, if necessary;
- c. At least one off-street parking space is designated as a pick-up and drop-off loading space.

Item 9        COMMUNICATIONS

Item 9A       FY 2024-2025 WATER AND SEWER BUDGET  
Prerogative of the City Council to approve the FY 2024-2025 Water and Sewer Budget as presented.

Item 9B       SCHEDULE PUBLIC HEARING DATE FOR THE PROPOSED FY 2024-2025 BUDGET  
Prerogative of the City Council to set May 20, 2024, for a Public Hearing to consider final adoption of the Proposed FY 2024-2025 budget, and to authorize the City Clerk to publish said Public Hearing Notice in the *Grosse Pointe News*.

Item 9C       RESIGNATION – HISTORICAL COMMISSION – FRANK ROMANO  
Prerogative of the Mayor to accept the resignation of Frank Romano from the Historical Commission with regret, and direct that appropriate thanks and recognition be sent to Mr. Romano.

Item 9D       APPOINTMENT – PENSION BOARD ADMINISTRATOR  
Prerogative of the City Council to appoint Steven Schmidt as the Pension Board Administrator.



- Item 9E      APPOINTMENT – PENSION BOARD SECRETARY  
Prerogative of the City Council to appoint Tina Hoenicke as the Pension Board Secretary.
- Item 10      NEW BUSINESS/PUBLIC COMMENT  
Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.
- Item 11      ADJOURNMENT  
Upon the conclusion of New Business/Public comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,



Frank Schulte  
City Administrator

CC: Mayor  
Chair



**CITY OF GROSSE POINTE WOODS**  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

**BIOGRAPHICAL SKETCH**

✓ I am interested in making application to serve as a member on the following Board/Commission:

|                          |   |                                     |                                      |
|--------------------------|---|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> | Beautification Commission               | <input type="checkbox"/>            | Building Authority                   |
| <input type="checkbox"/> | Board of Review                         | <input checked="" type="checkbox"/> | Community Tree Commission            |
| <input type="checkbox"/> | Citizens' Recreation Commission         | <input type="checkbox"/>            | Downspout Board of Appeals           |
| <input type="checkbox"/> | Construction Board of Appeals           | <input type="checkbox"/>            | Historical Commission                |
| <input type="checkbox"/> | Community Events Committee              | <input type="checkbox"/>            | Mack Avenue Business Study Committee |
| <input type="checkbox"/> | Local Officers' Compensation Commission | <input type="checkbox"/>            | Planning Commission                  |
| <input type="checkbox"/> | Pension Board                           | <input type="checkbox"/>            | Other:                               |
| <input type="checkbox"/> | Senior Citizens' Commission             |                                     |                                      |

NAME: Kate Colbarn

ADDRESS: 2009 Lochmoor

TELEPHONE: Home: \_\_\_\_\_ Cell: (313) 706-5577

E-Mail: colborns@sbeglobal.net

OCCUPATION: Graphic Artist

# OF YEARS RESIDENT OF GROSSE POINTE WOODS (Minimum 2 yrs. required): 33

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

EDUCATION: BA in Art

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: \_\_\_\_\_

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: \_\_\_\_\_

I would promote knowledge and maintenance of trees in our community.

Paul B. Ceeher  
Signature of sponsor

Kate Colbarn  
Signature of applicant

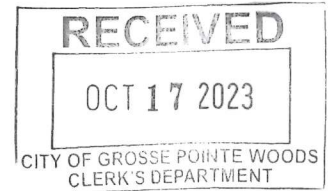
Date: 2/7/24

Return to Clerk's Office: [cityclerk@gpwmi.us](mailto:cityclerk@gpwmi.us)

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.



**CITY OF GROSSE POINTE WOODS**  
 20025 Mack Plaza  
 Grosse Pointe Woods, MI 48236



**BIOGRAPHICAL SKETCH**

✓ I am interested in making application to serve as a member on the following Board/Commission:

|  |   |
|--|---|
| <input type="checkbox"/> Beautification Commission               | <input type="checkbox"/> Building Authority                   |
| <input type="checkbox"/> Board of Review                         | <input checked="" type="checkbox"/> Community Tree Commission |
| <input type="checkbox"/> Citizens' Recreation Commission         | <input type="checkbox"/> Downspout Board of Appeals           |
| <input type="checkbox"/> Construction Board of Appeals           | <input type="checkbox"/> Historical Commission                |
| <input type="checkbox"/> Community Events Committee              | <input type="checkbox"/> Mack Avenue Business Study Committee |
| <input type="checkbox"/> Local Officers' Compensation Commission | <input type="checkbox"/> Planning Commission                  |
| <input type="checkbox"/> Pension Board                           | <input type="checkbox"/> Other:                               |
| <input type="checkbox"/> Senior Citizens' Commission             |   |

NAME: STEVEN SKORUPSKI

ADDRESS: 19970 NORTON COURT

TELEPHONE: Home: \_\_\_\_\_ Cell: 313-318-3840

E-Mail: SSKORUPSKI@AOL.COM

OCCUPATION: RETIRED

# OF YEARS RESIDENT OF GROSSE POINTE WOODS (Minimum 2 yrs. required): 44

**PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:**

WORKED FOR DTE AS A LINEMAN, TREE CLEARANCE 38 yrs

EDUCATION: HIGH SCHOOL, 4 year APPRENTICE, JOURNEYMAN LINEMAN

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: \_\_\_\_\_

**DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD:** \_\_\_\_\_

BECAUSE I HAVE A LOVE FOR OUR CITY, AND ITS TREES

[Signature]  
 Signature of sponsor

[Signature]  
 Signature of applicant

Date: 10/17/2023

Return to Clerk's Office: [cityclerk@gpwmi.us](mailto:cityclerk@gpwmi.us)

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE  
POINTE WOODS HELD ON MONDAY, APRIL 15, 2024, IN THE COUNCIL-COURTROOM  
OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE  
POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:04 p.m. by Mayor Bryant.

PRESENT: Mayor Bryant  
Council Members: Brown, Gafa, Koester, McConaghy, Vaughn  
ABSENT: Granger

Also Present: City Administrator Schulte  
Assistant City Administrator Como  
City Attorney Walling  
City Clerk Antolin  
Deputy Treasurer/Comptroller Schmidt  
Director of Public Services Kowalski

Motion by Brown, seconded by Koester, that Councilmember Granger be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

Council, Administration, and the audience Pledged Allegiance to the U.S. Flag.

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- George Bailey, Planning Commission

**Motion** by McConaghy, seconded by Gafa, that all items on tonight's **agenda be received, placed on file, and taken in order of appearance.**

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

**Motion** by Vaughn, seconded by Koester, that all items (6A-6E) on the **Consent Agenda be approved as presented.**

**A. Appointment**

1. Historical Commission (Mayoral)

a) Biographical Sketch – David Bryk – Term to expire: 12/31/24

**B. Approval of Minutes**

1. Council 04/08/24

2. Community Events Committee 03/30/24 with recommendations\*

*\*Recommendation to accept the 2024 proposed budget as presented and approve a transfer in the amount of \$4,201.13 from the Community Events Committee account #213-803-880.130 to the city's general fund to cover the overtime wages incurred from employees working the 2023 event.*

*\*Recommendation to purchase one 20 x 20 tent with sides at a cost of \$3,000.00, two 20 x 30 tents with sides at a total cost of \$7,800.00 (\$3,900.00 each), and pay the freight fee of \$1,600.00 in a total amount not to exceed \$12,400.00.*

3. Planning Commission 02/20/24 with recommendation\*

*\*Recommendation to approve zoning use amendments with edits. This recommendation will be discussed at tonight's Committee-of-the-Whole Sitting As Finance Committee meeting for consideration.*

4. Citizens' Recreation Commission 03/12/24

5. Historical Commission 11/09/23 as amended, 02/08/24 as amended, and 03/14/24

6. Tree Commission 03/06/24

**C. Reports**

1. Department of Public Works Annual Report 2023
2. Monthly Financial Report - March 2024

**D. Proclamation**

1. Arbor Day (April 26, 2024)
2. National Public Safety Telecommunicators Week (April 14-20, 2024)

**E. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City engineers
  - a) Vernier Rd. Water Main Replacement - Invoice No. 149342 - Proj. No. 0160-0446 - 04/01/24 - \$1,010.43.
  - b) Torrey Rd. Pump Station Cap. Improvement Plan - Invoice No. 149343 - Proj. No. 0160-0457 - 03/20/24 - \$1,314.45.
  - c) Roslyn Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 149486 - Proj. No. 0160-0464 - 04/02/24 - \$715.10.
  - d) 2023 Misc. Concrete Repair Program - Invoice No. 149487 - Proj. No. 0160-0466 - 04/02/24 - \$9,687.50.
  - e) Torrey Rd. Pump Station Generator - Invoice No. 149489 - Proj. No. 0160-0473 - 04/02/24 - \$1,053.20.
  - f) 2023 Sewer CCTV Investigation - Invoice No. 149655 - Proj. No. 0160-0467 - 04/05/24 - \$2,928.94.
  - g) 2023 Sewer Rehab Program - Invoice No. 149656 - Proj. No. 0160-0468 - 04/05/24 - \$7,399.75.
  - h) Water System CDSMI - Invoice No. 149657 - Proj. No. 0160-0461 - 04/05/24 - \$8,946.81.
  - i) Vernier & Mack Ave. Intersection Improvement - Invoice No. 149660 - Proj. No. 0160-0455 - 04/05/24 - \$9,437.50.
2. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1081266 - March 2024 - 04/09/24 - \$4,600.62.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Koester, McConaghy, Vaughn  
No: None  
Absent: Granger

Under New Business/Public Comment, no one wished to be heard.

**Motion** by McConaghy, seconded by Koester, to **adjourn tonight's meeting** at 7:07 p.m.  
**PASSED UNANIMOUSLY.**  
Respectfully submitted,

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Paul P. Antolin  
City Clerk

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Arthur W. Bryant  
Mayor

Approved by Committee 4/15/24

COMPENSATION AND EVALUATION COMMITTEE  
May 15, 2023

MINUTES OF THE MEETING OF CITY COUNCIL SITTING AS THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MAY 15, 2023, IN THE CONFERENCE ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Chair: Mayor Arthur W Bryant  
Council Members: Brown, Gafa, Granger, Koester, McConaghy, Vaughn  
ABSENT: None

ALSO PRESENT: City Administrator Schulte

The meeting was called to order by Chair Bryant at 7:48 p.m.

Motion by Granger, seconded by Gafa, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn  
No: None  
Absent: None

Motion by McConaghy, seconded by Vaughn, that the committee recess the Compensation and Evaluation meeting at 7:49 p.m. and convene in Closed Executive Session to conduct Compensation and Evaluation of City Administrator Frank Schulte as requested by him.

Motion carried by the following roll call vote:

Bryant -Yes  
McConaghy -Yes  
Brown -Yes  
Gafa -Yes  
Granger -Yes  
Koester -Yes  
Vaughn -Yes

The committee reconvened in open session at 8:35 p.m.



Under New Business/Public Comment, no one wished to be heard.

Motion by Granger, seconded by Gafa that the minutes of the meeting of May 15, 2023 be immediately certified.

The motion carried by the following vote:

|         |  |
|---------|--|
| Yes:    | Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn |
| No:     | None   |
| Absent: | None   |

Motion by McConaghy, second by Brown, that the meeting be adjourned at 8:35 p.m.

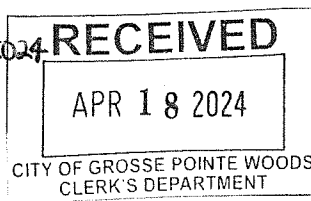
Motion carried by the following vote:

|         |  |
|---------|--|
| Yes:    | Brown, Bryant, Gafa, Granger, Koester, McConaghy, Vaughn |
| No:     | None   |
| Absent: | None   |

Respectfully submitted,

Arthur Bryant  
Mayor

Commission Approved April 23, 2024



PLANNING COMMISSION  
03-26-24 - 11

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **MARCH 26, 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 7:05 p.m. by Chair McNelis.

Roll Call: Chair McNelis  
Commission Members: Bailey, Fuller, Gilezan, Hamborsky, O'Keefe, Vitale  
Absent: Fenton  
Also Present: City Planner, Brigitte Wolf  
Council Member Vaughn  
City Clerk Antolin

**MOTION** by Gilezan, seconded by Fuller, to excuse Commission Member Fenton from attendance at tonight's meeting.

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

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

**MOTION** by Bailey, seconded by Vitale, to accept tonight's agenda.

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

**MOTION** by Vitale, seconded by Fuller, that the February 20, 2024, Planning Commission meeting minutes be approved as presented.

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

**MOTION** by Gilezan, seconded by O’Keefe, that the Planning Commission receive and place on file the re-zoning document provided by McKenna dated March 21, 2024.

Motion carried by the following vote:

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

**MOTION** by Gilezan, seconded by O’Keefe, to recuse Commission Members Vitale and McNelis as they are involved in the project to be discussed.

Motion carried by the following vote:

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

The first item on the agenda, under **New Business**, is the **Public Hearing on rezoning 20100-20102 Mack Avenue from RO-1 Restricted Office to C Commercial district and a special land use for a children’s event space.**

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

Motion carried by the following vote:

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

The Public Hearing was opened at 7:10 p.m. by Vice-Chair O’Keefe.

Planner Wolf provided an overview of the rezoning of 20100-20102 Mack Avenue to C Commercial.

John Vitale spoke in support of the proposed rezoning, as a representative of the client, Buccellato Development, LLC. Friendship Factory, a franchise, has approached Buccellato Development as a potential tenant. It’s a place primarily used for parties for tweens, ages 6-14, to hang out, build community and, craft.

Rob Szabo, 1620 Fairholme, spoke in opposition to the Friendship Factory occupying that location due to Fairholme being a high traffic area, with limited street parking.

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

Motion carried by the following vote:

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

The Public Hearing was closed at 7:25 p.m. by Vice-Chair O'Keefe.

Planner Wolf then provided an overview of the rezoning of 20100-20102 Mack Avenue to Commercial and for a special land use for a children's event space. The special land use is a stand alone request contingent on the rezoning request. The Master Plan currently being developed is proposing all of Mack Avenue be rezoned for Commercial.

**MOTION** by Bailey, seconded by Hamborsky, that the Planning Commission support the rezoning of 20100-20102 Mack Avenue from RO-1 Restricted Office to C Commercial district.

Motion carried by the following vote:

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

Planner Wolf then provided information on the **special land use for a children's event space** and stated that the Planning Commission can consider additional conditions specific to the type of business going into the space. McKenna sees this as a suitable use of this location.

Discussion ensued around parking requirements, and the 20100 Mack (Friendship Factory) site plan review. Due to square footage, a parking waiver would be required which requires a Public Hearing by the Planning Commission. John Vitale provided additional details on how the space would be used by Friendship Factory. Provision of a dedicated drop off area/loading zone was discussed. If a shared parking agreement was in place, and approved by Grosse Pointe Woods attorney, then a parking waiver would not be needed. It is desired by the Planning Commission that GPW Public Safety be consulted related to the drop off/pick up needs.

**MOTION** by Bailey, seconded by Gilezan, that the Planning Commission approve the Special Land Use with 3 conditions: 1) the site is approved for rezoning from RO-1 Restricted Office to C Commercial district; 2) that a shared parking agreement or parking waiver is approved, if needed, to fulfill the off-street parking requirement; and 3) at least one off-street parking space is designated as a pick up/drop off loading zone.

Motion carried by the following vote:

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

**MOTION** by Bailey, seconded by Gilezan, that the site plan review for 20100-20102 Mack Avenue be tabled for a future meeting.

Motion carried by the following vote:

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

The next item on the agenda under New Business was **Item C, Public Hearing to consider the proposed amendments to Section 50-4.27 of the Zoning Ordinance regarding Portable Storage Units.**

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

Motion carried by the following vote:

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

The Public Hearing was opened at 8:13 p.m. by Chair McNelis.

Planner Wolf provided an overview of the proposed amendments to Section 50-4.27. The ordinance amendments are to add in language not only regarding Personal Storage Units (PODS), but to include the temporary use of personal dumpsters, dumpster trailers, and other large waste disposal containers.

No one wished to be heard in support of the proposed amendments.

No one wished to be heard in opposition of the proposed amendments.

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

Motion carried by the following vote:

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

The Public Hearing was closed at 8:16 p.m. by Chair McNelis.

During further discussion, Planner Wolf stated that 50-4.27 A, the permitting process, will not be changed.

**MOTION** by Vitale, seconded by Fuller, that the Planning Commission recommend approval by Council of the proposed amendments, as written, to Section 50-4.27 Portable Storage Units.

Motion carried by the following vote:

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

Under Old Business, was the **consideration of site plan approval for BeautiLofts at 20419 Mack Avenue.**

Planner Wolf provided an overview of the interior renovation, along with the GPW City Attorney's opinions on the business licensing and review of the applicant. Tonight's discussion is around the need for a parking waiver and the reconfigured interior renovations.

Lauren Falzone, BeautiLoft owner, spoke in support of the project.

**MOTION** by Hamborsky, seconded by Vitale, that the Planning Commission receive and place on file the occupancy calculations provided by the applicant.

Motion carried by the following vote:

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

Planner Wolf confirmed that the applicant did not follow process before starting renovations and the Building Department immediately flagged the project upon becoming aware of it.

**MOTION** by Bailey, seconded by Fuller, that the Planning Commission table this item until such time there is a change in the application.

Motion did not carry by the following vote:

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

**MOTION** by Gilezan, seconded by O'Keefe, that the Planning Commission deny this site plan application, as submitted, for BeautiLofts at 20419 Mack Avenue.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, McNelis, O'Keefe, Vitale  
NO: Bailey  
ABSENT: Fenton

The next item on the agenda was **Discussion on Permanent Makeup as Accessory Use.**

Planner Wolf provided background on inquiries on permanent makeup services being added to their salons. This would be an accessory use to salons and/or medical offices, but not as a standalone primary use. This would not change the current ordinance against tattoo parlors.

Olga Tecos, owner of Aretée's Spa, and former owner of LaModa's Salon, spoke in support of this service, explained the service and the need for it, and that neighboring communities are offering it.

**MOTION** by Gilezan, seconded by Vitale, that the Planning Commission recommend this topic for Public Hearing at the next Planning Commission meeting.

Motion carried by the following vote:

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

The next item on the agenda was **Discussion on Exterior Lighting.**

Planner Wolf provided an update that an inventory was completed of the current foot-candle levels at various points along Mack Avenue to better inform the Planning Commission on any further regulations.

The next item on the agenda was the **Building Official's Monthly Report.** Planner Wolf provided an overview of the report.

The next item on the agenda was the **Council Report/s for March.** Commissioners O'Keefe and Vitale reported that at the March meetings there were the first and second readings of the front-yard structures and off-street parking and semi-circular driveways. City Council accepted the resignation of Commissioner Gerhart. Commissioner Bailey will cover the April City Council meetings.

The next item on the agenda was information only related to the **2024 Building Department Action Plan Updates that was presented to City Council.**

No one wished to be heard under **Public Comment**.

**MOTION** by Gilezan, seconded by O’Keefe, to adjourn at 10:07 p.m.

Motion carried by the following vote:

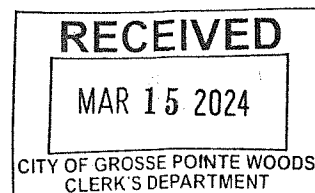
YES: Bailey, Fuller, Gilezan, Hamborsky, McNelis, O’Keefe, Vitale  
NO: None  
ABSENT: Fenton

Respectfully Submitted,  
Paul P. Antolin  
City Clerk



Commission Approved April 10, 2024

Beautification Advisory Commission  
Conference Room – Grosse Pointe Woods Community Center  
20025 Mack Ave. Dr., Grosse Pointe Woods  
Meeting – March 13, 2024– 7:00 p.m.



**Present:** Arslanian, Casinelli, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, G. McCullough, S. McCullough, Puppos  
**Excused:** McCarthy, Snyder, Wettstein  
**Guest:** Lillian Korbus

**Call to Order:** The meeting was called to order by Vice-Chair, R. Koester at 7:00p.m.

**Minutes:** The February 14, 2024 minutes were distributed and reviewed.

Motion by G. McCullough, seconded by Casinelli to approve the February 14, 2024 minutes as presented.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, G. McCullough, S. McCullough, Puppos

**No:** none

**Excused:** McCarthy, Snyder, Wettstein

**Treasurer's Report:** R. Koester shared the treasurer's report.

Motion by Hage, seconded by S. McCullough to approve the treasurer's report as presented.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, G. McCullough, S. McCullough, Puppos

**No:** none

**Excused:** McCarthy, Snyder, Wettstein

**Chairperson's Report:** no report

**Awards Program:** no report

**Flower Sale:** Arslanian provided flower sale updates.

**Adopt a Garden:** Champagne updated the committee on the Adopt a Garden program.

**Council Report:** no report

**Old Business:** no report

**New Business:** no report

Motion by G. McCullough, seconded by Hage, to approve the 2024 membership to Southeast Michigan Beautification Commission (SEMBC) not to exceed a budget of \$25.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, G. McCullough, S. McCullough, Puppos

**No:** none

**Excused:** McCarthy, Snyder, Wettstein

Motion by Casinelli, seconded by Hage to recommend the Mayoral appointment of Lillian Korbus to the Beautification Advisory Commission.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, G. McCullough, S. McCullough, Puppos

**No:** none

**Excused:** McCarthy, Snyder, Wettstein

Motion by G. McCullough, seconded by Casinelli to recommend the Mayor the immediate certification of the previous motion of the Mayoral appointment of Lillian Korbus to the Beautification Advisory Commission.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, G. McCullough, S. McCullough, Puppos

**No:** none

**Excused:** McCarthy, Snyder, Wettstein

Motion by G. McCullough, seconded by Casinelli to adjourn the Beautification Advisory Commission meeting at 7:47 pm.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, G. McCullough, S. McCullough, Puppos

**No:** none

**Excused:** McCarthy, Snyder, Wettstein

Respectfully submitted,  
Brianna Josefiak

## CITY OF GROSSE POINTE WOODS

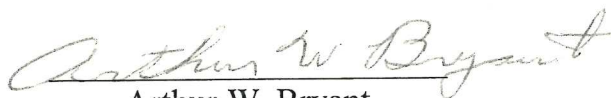
### PROCLAMATION

WHEREAS, the Holocaust was the state-sponsored, systematic persecution and annihilation of European Jewry by Nazi Germany and its collaborators between 1933 and 1945 – six million were murdered; Roma (Gypsies), people with disabilities, and Poles were also targeted for destruction or decimation for racial, ethnic, or national reasons; and millions more, including homosexuals, Jehovah's Witnesses, Soviet prisoners of war, and political dissidents, also suffered grievous oppression and death under Nazi tyranny; and

WHEREAS, the history of the Holocaust offers an opportunity to reflect on the moral responsibilities of individuals, societies, and governments, to always remember the terrible events of the Holocaust, and to remain vigilant against hatred, persecution, and tyranny; and

WHEREAS, the Days of Remembrance have been set aside to remember the victims of the Holocaust as well as to reflect on the need for respect of all peoples.

NOW, THEREFORE, I, Arthur W. Bryant, Mayor of the City of Grosse Pointe Woods, Michigan, do hereby proclaim **the week of Sunday, May 5 through Sunday, May 12, 2024, as Days of Remembrance** in the City of Grosse Pointe Woods in memory of the victims of the Holocaust and in honor of the survivors as well as the rescuers and liberators.



Arthur W. Bryant

Mayor

May 6, 2024



# CITY OF GROSSE POINTE WOODS

## PROCLAMATION

WHEREAS, the freedom and security that the citizens of the United States enjoy today are a direct result of the bloodshed and continued vigilance provided by the United States Armed Forces over the history of our great nation; and

WHEREAS, the sacrifices of the members of the United States Armed Forces and the family members that support them, have preserved the liberties that have enriched this nation making it unique in the world community; and

WHEREAS, the United States Congress, in 2004, passed a resolution proclaiming **May** as **National Military Appreciation Month**, calling all Americans to remember those who gave their lives in defense of freedom and to honor the men and women of all of our Armed Services who have served and are now serving our Country, together with their families; and

WHEREAS, the month of **May** was selected because it contains more national observances in honor of the armed forces than any other month, such as Victory in Europe (VE) Day, Military Spouse Day, Loyalty Day, Armed Forces Day/Week, National Day of Prayer, and Memorial Day.

NOW, THEREFORE, I, ARTHUR W. BRYANT, Mayor of the City of Grosse Pointe Woods, Michigan do hereby proclaim the month of **MAY** as **NATIONAL MILITARY APPRECIATION MONTH** in the City of Grosse Pointe Woods, Michigan and encourage all citizens to join the City Council and me in showing our gratitude by the appropriate display of flags and ribbons during the designated period.



*Arthur W. Bryant*

Arthur W. Bryant

Mayor

May 6, 2024

# CITY OF GROSSE POINTE WOODS

## PROCLAMATION

WHEREAS, the Congress and President of the United States have designated **May 15** as **PEACE OFFICERS MEMORIAL DAY**, and the week in which it falls as **NATIONAL POLICE WEEK**; and

WHEREAS, the members of the Public Safety Department of the City of Grosse Pointe Woods play an essential role in safeguarding the rights and freedoms of the citizens of Grosse Pointe Woods; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their Public Safety Department, and that members of our Public Safety Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression and intimidation; and

WHEREAS, the Public Safety Department of the City of Grosse Pointe Woods is a modern and scientific law enforcement agency which unceasingly provides a vital public service.

NOW, THEREFORE, I, Arthur W. Bryant, Mayor of the City of Grosse Pointe Woods, Michigan, call upon all citizens of Grosse Pointe Woods and upon all patriotic, civil and educational organizations to observe the week of **May 12 through 18, 2024**, as **NATIONAL POLICE WEEK** and that all of our residents join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

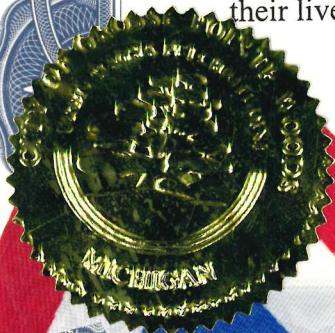
I, FURTHER call upon all citizens of Grosse Pointe Woods to observe **Wednesday, May 15, 2024**, as **PEACE OFFICERS MEMORIAL DAY** in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.



ARTHUR W. BRYANT

Mayor

May 6, 2024





# Memorandum

**TO:** Grosse Pointe Woods City Council; Frank Schulte, City Manager; Paul Antolin, City Clerk

**FROM:** Brigitte Wolf, AICP

**SUBJECT:** **Social District Recommendations – Updated**

**DATE:** May 3, 2024

After further consideration and communication with businesses in the City of Grosse Pointe Woods, we would like to re-present a proposal to create a Social District. To establish a Social District with the Michigan Liquor Control Commission, we must establish “an area ... that is **shared by and contiguous to the premises of at least two other qualified licensees**” and that has clearly marked boundaries. Qualified licensees consist of bars/restaurants with a Class C, Tavern, Club, or Brewpub License to serve alcoholic beverages (beer, wine, spirits, or mixed spirits or drinks). The following qualified businesses are interested in participating in a Social District (also represented on Map Exhibit A):

- Crispelli’s Bakery and Pizzeria
- Mack Avenue Grill
- Salvatore Scallopini
- Da Edoardo Restaurant
- Bucci Ristorante
- Someday Brewing
- Ferlito’s Restaurant
- Telly’s Place
- Pendency’s Grosse Pointe

Once approved by the Michigan Liquor Control Commission (MLCC), they may serve alcoholic beverages on their licensed premises in **marked cups** to customers who may drink the alcoholic beverages anywhere within the Commons Areas of the Social Districts. More than one commons area may be created within the City, which is what we propose given the location of the interested participants.

The proposed districts include the “**Northern Social District**,” north of Vernier Rd., outlined in green on the map and the “**City Hall Social District**” outlined in blue.

The “**Northern Social District**” marked in green on the map includes:

- Mack Avenue with Vernier Road as the southern boundary and Hampton Road as the northern boundary, for the sidewalk on the west side of the street, the boundary is similar on the east side of the road except it excludes the public right of way in front of the gas station at the northeast corner of the Vernier Road and Mack Avenue intersection;
- Chene-Trombly Park; and
- Two (2) Crosswalks on Mack at Anita Road and Ridgemont to Hampton Road.



A successful Social District allows people to gather and meet friends or make new ones. Elements that contribute to a successful district include housing, restaurants, and “**parks, plazas, and other gathering areas.**”<sup>1</sup>

The City will be working with participating businesses to add more public seating options in the right-of-way. However, given the seating options, size, location, public restrooms, and visibility of the Chene-Trombly Park we recommend including this park as an asset to include in the Common Areas to help make this District a success.

The “**City Hall Social District**” outlined in blue on the map spans:

- The public right-of-way on the west of Mack Avenue from Broadstone Street north to Lochmoor Boulevard,
- The public right-of-way on the east side of Mack Ave. from Cook Road north to Oxford Road;
- The front lawn of City Hall; and
- Three (3) crosswalks across Mack Ave at Cook Road, Torrey Road, and Lochmoor Boulevard.

The Commons Areas automatically included in the districts include the sidewalks along Mack Avenue and the side streets within the boundary, designated green space, and crosswalks (shown in Exhibit B and C). The City may also allow non food-establishments (salons, galleries, retails shops, etc.) within the District to participate.

We propose allowing the Social District to occur from May to October on Thursday, Friday, Saturday, and Sunday from 1pm until 10pm.

At any point in the future, the City of Grosse Pointe Woods may change the boundaries, hours, and days of the Social District with Council approval.

## **REQUIREMENTS TO CREATING A SOCIAL DISTRICT**

Presented for consideration are the materials needed to establish a Social District designation with the MLCC, the materials include the following:

1. A copy of the Resolution passed by the governing body designating the Social District and common area;
2. A copy of the Management and Maintenance Plans, including the hours of operation, established by the local governmental unit for the Social District and common area;
3. A diagram or map that clearly shows the boundaries of the Social District and commons area and identifies the qualified licensees that are contiguous to the commons area on the diagram or map.

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<sup>1</sup> Sarah J. Gabis of the law firm of Foster Swift Collins & Swift, P.C., *Social District Fact Sheet*, Michigan Municipal League (MML), Sept. 2020  
**Grosse Pointe Woods · Social District** 2  
May 3, 2024



**RESOLUTION**

*City of Grosse Pointe Woods, Wayne County, Michigan*

**RESOLUTION AUTHORIZING THE CREATION OF A SOCIAL DISTRICT WITH COMMONS AREAS TO ALLOW FOR THE CONSUMPTION OF ALCOHOLIC BEVERAGES IN OPEN CONTAINERS WHEN SOLD BY DESIGNATED LOCAL AND STATE PERMITTED LICENSEES**

**WHEREAS**, Michigan Public Act 124 of 2020 was signed into law on July 1, 2020; and

**WHEREAS**, the law allows Michigan municipalities to establish Social Districts where two or more contiguous licensed establishments could sell alcoholic beverages in special cups to be taken into the Commons Areas for consumption; and,

**WHEREAS**, the City of Grosse Pointe Woods establishes Social Districts with two Commons Areas along Mack Avenue, one north of Vernier Road, known as the 'Northern Social District' and the other oriented around City Hall to be known as the 'City Hall Social District', will be created and managed by the City; and,

**WHEREAS**, the City of Grosse Pointe Woods boundaries for the Northern Social District is generally along Mack Avenue north of Vernier Road to Hampton Road and for the City Hall Social District is generally from Broadstone north to Lochmoor Boulevard along the west side of Mack Avenue, and from Cook Road north to Oxford Road on the east side of Mack Avenue;

**WHEREAS**, the Commons Areas boundaries incorporate the front lawn of City Hall, and Chene-Trombly Park, as well as sidewalks, crosswalks and permitted outdoor patios in rights-of-way within the boundaries of the district that are not included in the qualified licensees' premises; and,

**WHEREAS**, the City of Grosse Pointe Woods will allow for the Social District to occur from the May-October on Thursdays, Fridays, Saturdays, and Sundays between the hours of 1pm until 10pm, and

**WHEREAS**, the City of Grosse Pointe Woods will abide by all stipulations of Michigan Public Act 124 of 2020 and follow established best practices in the creation and maintenance of the Social District; and,

**WHEREAS**, the creation of the two Commons Areas of the Grosse Pointe Social Districts will assist our businesses along the Mack Avenue Corridor in attracting customers for enhanced outdoor dining, increased foot traffic, and socializing and entertainment experiences in the heart of the City around the City Hall and along the commercial corridor north of Vernier Road.

**NOW, THEREFORE, BE IT RESOLVED**, that the Grosse Pointe Woods City Council does hereby approve the creation of two Grosse Pointe Woods Social Districts as depicted in the attached map (Exhibit A, B, and C) for consideration by the Michigan Liquor Control Commission.

**Motion for adoption by:**

**Supported by:**

- AYES
- NAYS
- ABSENT

This is to certify that this resolution was duly adopted at the meeting of the City Council on May 6, 2024.





\_\_\_\_\_  
Arthur Bryant  
Mayor

\_\_\_\_\_  
Paul Antolin  
City Clerk

**CERTIFICATION**

I understand the duly qualified City Clerk for the City of Grosse Pointe Woods, Wayne County, Michigan do hereby certify that the foregoing constitutes a true and complete copy of a motion adopted by the City Council of the City of Grosse Pointe Woods, on May 6, 2024, the original of which is in my office, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the full set of minutes from said meeting will be made available, as required by said Act.

\_\_\_\_\_  
Paul Antolin, City Clerk

Dated: \_\_\_\_\_



## MANAGEMENT AND MAINTENANCE PLAN

### *City of Grosse Pointe Woods Social District*

#### Operations and Maintenance Plan

##### **Intent**

In an effort to support local restaurants, bars, microbreweries, and similar food service businesses, the City of Grosse Pointe Woods has established a permitting process for temporary outdoor social districts and Commons Areas. Commons Areas are intended to allow for outdoor dining and alcoholic beverage consumption on City properties that are adjacent to or near associated businesses establishments. This application package is designed to ensure compliance with the Michigan Liquor Control Commission (MLCC) guidelines and Public Act 58 of 1998 as amended by Public Act 124 of 2020.

The Commons Areas are proposed to be administered through the Building Department and permits from both the MLCC and the City are required prior to utilization by qualified establishments. The Commons Areas will be monitored by the City's Police Department.

This plan can change at **any time** per the discretion of City Council and City Administration.

##### **District Boundaries and Commons Areas**

Commons Areas are intended to provide extra outdoor space for consumption of alcoholic beverages and increase foot traffic and gathering of peoples while ensuring sufficient separation between unrelated parties. The areas will accommodate seating options, barriers, boundaries, posted signage on ground mounted signs and accessory materials related to the offered services. Qualified establishments, as defined by PA 124 of 2020 may apply to utilize **certain specifically designated places within** the established Commons Areas.

The Common Areas for the Northern Social District include:

1. The sidewalk in the rights-of-way along Mack Avenue and side streets within the boundaries of the district;
2. Pedestrian crossing across Mack Avenue at Anita Road and Ridgemont to Hampton Road.
3. The Chene-Trombly Parks, which will close at dusk;
4. In accordance with the MLCC guidelines, all Commons Areas must be "contiguous to the premises of at least 2 qualified licensees."

The Common Areas for the City Hall Social District include:

1. The right-of-way along Mack Avenue and side streets within the boundaries of the district;
2. Pedestrian crossing across Mack Avenue at Lochmoor Boulevard, Torrey Road, and Cook Road;
3. The front lawn of City Hall along the Mack Plaza Drive;
4. In accordance with the MLCC guidelines, all Commons Areas must be "contiguous to the premises of at least 2 qualified licensees."

It is also intended that Commons Areas may be shared by multiple businesses, so long as the shared use is defined by the City authorization and joint operation and maintenance guidelines are established. However, public spaces immediately in front of a business establishment will be reserved solely for that business (exp. public



sidewalks and parking spaces). All designated spaces will be subject to review by Grosse Pointe Woods Police and Fire Departments for traffic and safety considerations.

### **Other Options for Outdoor Dining and Alcoholic Beverage Consumption**

The establishment of the Commons Areas in accordance with the new MLCC provisions in no way negates the ability of businesses to establish sidewalk cafes for outdoor dining and alcoholic beverage consumption or exempts businesses from having to apply for the City's Outdoor Café and Dining Application in accordance with the pre-existing MLCC guidelines and City ordinances. The Commons Areas are intended to be supplemental and in addition to these previous provisions.

### **Operations Plan**

The operations of the Grosse Pointe Woods Social District will be overseen by the City Manager after consultation with the Director of Public Safety with assistance from other City Departments as necessary. The Grosse Pointe Woods Social District is solely in place to support local business owners and has no regulatory or taxing authority. The City of Grosse Pointe Woods will provide any supporting documentation that local businesses need for their social district permit applications to the Michigan Liquor Control Commission.

The Grosse Pointe Woods Social District Commons Area hours of operation are as followed:

**1pm – 10pm Thursday through Sunday in the months of May to October.**

The Commons Area will be closed on the following US Holidays: New Years Day, Independence Day, Thanksgiving, Christmas Eve, and Christmas.

The City will provide signage throughout the district that clearly marks the boundaries of the entire Social District and Commons Areas. Additionally, Commons Areas hours of operation signs will also be placed at the boundary line North, South, East, and West. Public Safety Officers will be utilized to enforce the hours of operations and commons areas boundaries when necessary and appropriate.

The City will also have a dedicated section of its website that will include a copy of this plan, hours of operations, maps showcasing boundaries and participating businesses. All of the City's communication channels will be utilized to notify consumers when the Social District and/or commons areas are closed for maintenance or for the holidays stated above.

### **Maintenance Plan**

Commons Areas of the Social District are subject to the following requirements:

1. Boundaries, structures, and materials associated with Commons Areas shall:
  - a. Not impede drivers, pedestrians, or wheelchair users. *Note: The City will consider the extended closure of sections of public parking lots and streets, subject to maintaining adequate access to the surrounding properties.*
  - b. Not block sight visibility of remaining parking lot aisles or intersections.
  - c. Not impede emergency vehicle and personnel access.
  - d. Not prevent access to nearby businesses or homes.
  - e. Be approved by City of Grosse Pointe Woods Police and Fire Departments.
2. Alcohol service shall conform to all Michigan Liquor Control Commission requirements, including any Social District and Commons Areas Permit requirements. Specifically:
  - a. The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.



- b. The serving container must prominently display a logo or some other mark that is unique to the commons area.
  - c. The serving container is not made of glass.
  - d. The serving container does not have a liquid capacity over 16 ounces.
3. **Hours of operation shall begin no earlier than 1:00 PM and food and beverage service shall discontinue in the Commons Areas no later than 10:00 PM.** Service shall not extend beyond the range established in the MLCC or City permits.
  4. Service shall conform to the permitted days of operation during the months of **May to October.**
  5. The layout of boundaries, structures, and materials shall conform to the proposed outdoor Commons Area layout plan during open hours. Outdoor dining areas must receive the proper permits with the Building Department and undergo annual renewal and must comply with the Zoning Ordinance.
  6. Tents and other temporary shelter structures shall be approved by Fire and Building Official.
  7. Waste receptacles shall be provided within the Commons Area and shall be emptied regularly during open hours and at close each day.
  8. Heaters must be approved by the Building and Fire Department (type and location).
  9. Smoking is not permitted within designated Commons Areas.

**Signage and Barriers**

The City will prepare generic signs as required by the MLCC Rules that identify the general boundaries of the Commons Areas. The individual establishments may be required to provide additional barriers to define the portion of the Commons Area they plan to utilize and provide for the safety of their customers/patrons. Additional barriers or barricades as specified by the City may be required when the area utilized is within a parking lot and/or on a public sidewalk or right-of-way. The City will assist in coordination between the permitted establishments to minimize the necessary investment in additional barriers/barricades.



The marked cups from participating businesses will be marked with an uniform logo, such as in the image to the right.

**Revocation of Designation**

The City Council may revoke the designation of a commons area if it determines that the commons area threatens the health, safety, and welfare of the public or has become a nuisance. Before revoking the designation of a commons area, the City Council shall give notice as required under the Open Meeting Act, MCL§15.761 et seq and hold at least 1 public hearing on the proposed revocation.

The City shall file the revocation of the designation with the Michigan Liquor Control Commission.

**Requirements of Permit Holders**

A qualified licensee whose licensed premises is shared by and contiguous to a commons area in a Social District designated hereunder shall obtain from the Michigan Liquor Control Commission an annual social district permit.

The holder of a social district permit issued by the Michigan Liquor Control Commission may sell alcoholic liquor for consumption within the confines of a commons area if both of the following requirements are met:

The holder of a social district permit only sells and serves alcoholic liquor on the holder’s licensed premises.



The holder of a Social District permit only serves alcoholic liquor to be consumed in the commons area in a container to which all of the following shall apply: (i) the container prominently displays the social district permittee's trade name or logo or some other mark that is unique to the Social District permittee's on-premises license; (ii) the container prominently displays a logo or some other mark that is unique to the commons area; (iii) the container is not glass; and (iv) the container has a liquid capacity that does not exceed 16 ounces.

A purchaser may remove a container of alcoholic liquor sold by the holder of a Social District permit from the Social District permittee's licensed premises if both of the following conditions are met: (i) the purchaser does not remove the container from the commons area and (ii) while possessing the container, the purchaser does not enter the licensed premises of a Social District permittee other than the Social District permittee from which the purchaser purchased the container.

The consumption of alcoholic liquor in the commons area as allowed herein may only occur during the legal hours of the sale of alcoholic liquor of the social district permittee.

Reasonable conditions may be applied by the City to ensure the protection of public health, safety, and welfare. The City reserves the right to request additional details and information to ensure the protection of public health, safety, and welfare.

Plan amendments may be considered at any time but must comply with all requirements for Commons Areas.



### GROSSE POINTE WOODS SOCIAL DISTRICT PARTICIPATION PERMIT

Date: \_\_\_\_\_ Permit #: \_\_\_\_\_

| Business Information  |   |   |
|---|---|---|
| Name of Business  |   |   |
| Business Address  |   |   |
| Mailing Address   |   |   |
| Name of Owner/ Responsible Party:   |   |   |
| Name of Contact Person:   |   |   |
| Phone Number  | E-mail  |   |
| Description of Commons Area Services/Uses:  |   |   |
| Required Material to Attach   |   |   |
| <input type="checkbox"/> Layout Plan  | <input type="checkbox"/> Proof of MLCC Approval   | <input type="checkbox"/> Proof of Liability Insurance<br>(Naming City Additionally Insured) |
| <p>X _____ Date: _____<br/> <i>Signature of Owner/Responsible Party</i></p> <p><i>I verify all of the information on and attached to this application is accurate to the best of my knowledge; and I commit to adhere to the City of Grosse Pointe Woods Commons Area Management Plan and the MLCC requirements for Social District(s).</i></p> |   |   |
| CITY USE ONLY   |   |   |
| Department Approvals: <input type="checkbox"/> Planning <input type="checkbox"/> Building <input type="checkbox"/> Fire <input type="checkbox"/> Police <input type="checkbox"/> DPW  |   |   |
| Permit #  | <input type="checkbox"/> All Required Materials Attached<br><input type="checkbox"/> Approved | Date of Approval  |
| Conditions of Approval  |   |   |
| <p>X _____ Date: _____<br/> <i>Signature of Building Official</i></p> <p>Printed Name: _____</p>  |   |   |

# Exhibit A: Proposed Social Districts with Marked Qualified Businesses

Grosse Pointe Woods, MI

May 1, 2024

### Legend

- Northern Social District
- City Hall Social District
- Social District Commons Area

**Table Key:**  
 CC: Class C Liquor License  
 SDD: Specially Designated Distributor  
 SDM: Specially Designated Merchant

Note: Chene-Trombly Park is part of the proposed Social District, but will adhere to park hours and closes at dusk.

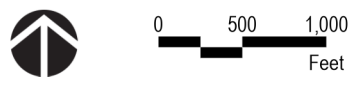
### Qualifying Businesses

RED indicates businesses that are opting in to the proposed Social District.

| Label | Name                           | Classification | Street         |
|-------|--------------------------------|----------------|----------------|
| 1     | Little Tony's Lounge           | CC             | 20513 Mack Ave |
| 2     | <b>Bucci</b>                   | CC; SDM        | 20217 Mack Ave |
| 3     | Champs                         | CC             | 20515 Mack Ave |
| 4     | <b>Telly's Place</b>           | CC             | 20795 Mack Ave |
| 5     | <b>Mack Avenue Grille</b>      | CC             | 19841 Mack Ave |
| 6     | Churchill's Cigar Bar          | CC; SDM        | 19271 Mack Ave |
| 7     | <b>Salvatore Scallopini</b>    | CC             | 19655 Mack Ave |
| 8     | <b>Ferlito's Family Dining</b> | CC             | 20745 Mack Ave |
| 9     | <b>Da Edoardo Restaurant</b>   | CC; SDM        | 19767 Mack Ave |
| 10    | <b>Pendy's</b>                 | CC             | 20934 Mack Ave |
| 11    | <b>Crispelli's</b>             | CC             | 19852 Mack Ave |
| 12    | <b>Someday Brewing</b>         | CC             | 20746 Mack Ave |

### Other Businesses with Liquor Licenses

| Label | Name                          | Classification | Street         |
|-------|-------------------------------|----------------|----------------|
| 13    | Woods Wholesale Wine          | SDD; SDM       | 20787 Mack Ave |
| 14    | Oxford Beverage               | SDD; SDM       | 20107 Mack Ave |
| 15    | Merchant's Fine Wine          | SDD; SDM       | 21038 Mack Ave |
| 16    | CVS/Pharmacy #8107            | SDD;SDM        | 20460 Mack Ave |
| 17    | Fairway Packing Retail, LLC   | SDM            | 20877 Mack Ave |
| 18    | Merit Woods Drugs             | SDD; SDM       | 19325 Mack Ave |
| 19    | Kroger Store #454             | SDM            | 20422 Mack Ave |
| 20    | On the Run Mobile Gas Station | SDM            | 20700 Mack Ave |
| 21    | Cheese to Please              | SDM            | 19583 Mack Ave |



Basemap Source: Michigan Center for Geographic Information, Version 17a.  
 Data Source: County or Local Community Source. McKenna 2020.



# Exhibit B: Proposed Northern Social District

City of Grosse Pointe Woods, MI

May 1, 2024

**Legend**

- Northern Social District
- Social District Commons Area

*Note: Chene-Trombly Park is part of the proposed Social District, but will adhere to park hours and closes at dusk.*

**Key:**

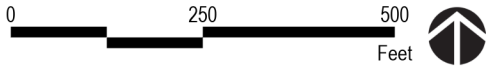
- CC: Class C Liquor License
- SDD: Specially Designated Distributor
- SDM: Specially Designated Merchant
- \*Pending Class C and Business License approvals

● **Qualifying Businesses**

| Label | Name                    | Classification |
|-------|-------------------------|----------------|
| 4     | Telly's Place           | CC             |
| 8     | Ferlito's Family Dining | CC             |
| 10    | Pendy's                 | CC             |
| 12    | Someday Brewing         | CC             |

○ **Other Businesses with Liquor Licenses**

| Label | Name                          | Classification |
|-------|-------------------------------|----------------|
| 13    | Woods Wholesale Wine          | SDD; SDM       |
| 15    | Merchant's Fine Wine          | SDD; SDM       |
| 17    | Fairway Packing Retail, LLC   | SDM            |
| 20    | On the Run Mobile Gas Station | SDM            |



Basemap Source: Michigan Center for Geographic Information, v. 17a.  
Data Source: Grosse Pointe Woods 2022.  
McKenna 2023.





# Exhibit C: Proposed City Hall Social District

City of Grosse Pointe Woods, MI

May 1, 2024

## Legend

- City Hall Social District
- Social District Commons Area

## Key:

- CC: Class C Liquor License
- SDD: Specially Designated Distributor
- SDM: Specially Designated Merchant

## ● Qualifying Businesses

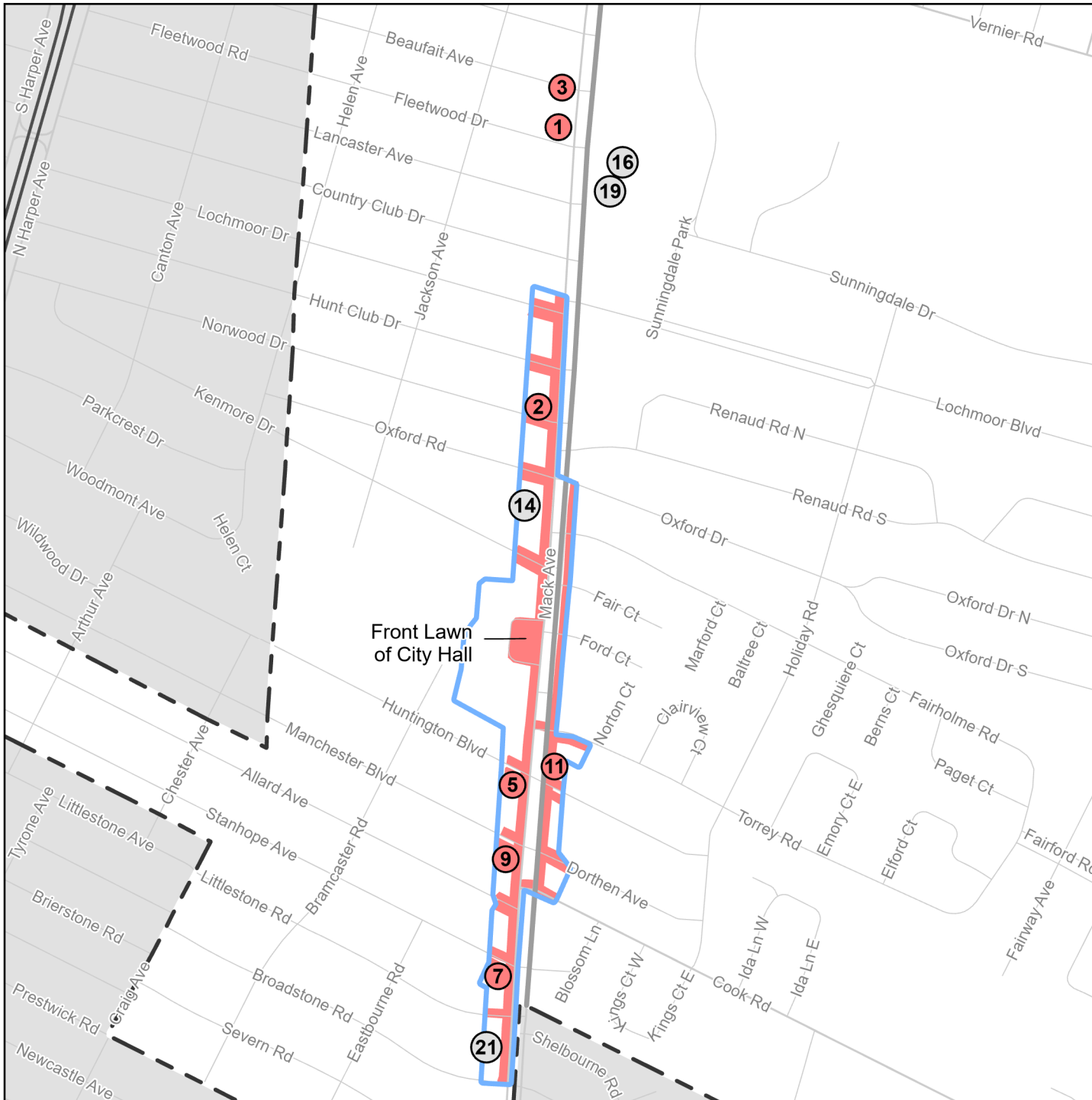
| Label | Name                  | Classification |
|-------|-----------------------|----------------|
| 1     | Little Tony's Lounge  | CC             |
| 2     | Bucci                 | CC; SDM        |
| 3     | Champs                | CC             |
| 5     | Mack Avenue Grille    | CC             |
| 7     | Salvatore Scalopini   | CC             |
| 9     | Da Edoardo Restaurant | CC; SDM        |
| 11    | CrisPELLi's           | CC             |

## ○ Other Businesses with Liquor Licenses

| Label | Name               | Classification |
|-------|--------------------|----------------|
| 14    | Oxford Beverage    | SDD; SDM       |
| 16    | CVS/Pharmacy #8107 | SDD;SDM        |
| 19    | Kroger Store #454  | SDM            |
| 21    | Cheese to Please   | SDM            |



Basemap Source: Michigan Center for Geographic Information, v. 17a.  
Data Source: Grosse Pointe Woods 2022.  
McKenna 2023.





**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
 CIVIL ENGINEERS SURVEYORS ARCHITECTS  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

April 15, 2024  
 Project No: 0160-0456-0  
 Invoice No: 149841

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0456-0 HAMPTON RD WATERMAIN & RESURF(MACK/MARTE)  
 PURCHASE ORDER #22-47265 - \$436,920.00  
 FOR: CONTRACT ADMIN.

Professional Services from March 11, 2024 to April 07, 2024

**Professional Personnel**

|                         | Hours          | Rate                      | Amount         |                 |
|-------------------------|----------------|---------------------------|----------------|-----------------|
| CONTRACT ADMINISTRATION |                |                           |                |                 |
| LICENSED ENG/SUR/ARC    | 5.00           | 114.30                    | 571.50         |                 |
| ENGINEERING AIDE III    | .90            | 77.70                     | 69.93          |                 |
| Totals                  | 5.90           |                           | 641.43         |                 |
| <b>Total Labor</b>      |                |                           |                | <b>641.43</b>   |
| <b>Billing Limits</b>   | <b>Current</b> | <b>Prior</b>              | <b>To-Date</b> |                 |
| Total Billings          | 641.43         | 221,257.53                | 221,898.96     |                 |
| Limit                   |                |                           | 436,920.00     |                 |
| Remaining               |                |                           | 215,021.04     |                 |
|                         |                | <b>Total this Invoice</b> |                | <b>\$641.43</b> |

PO 47265  
 #202-451-977.803 \$ 173.19  
 #592-537-977.310 \$ 468.24

OK - JK

SS 4/24/24  
 SO 4/24/24

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APR 30 2024

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT



**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
 CIVIL ENGINEERS SURVEYORS ARCHITECTS  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

April 15, 2024  
 Project No: 0160-0457-0  
 Invoice No: 149842

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0457-0 TORREY RD PUMP STATION CAP IMPROVE. PLAN  
 PURCHASE ORDER #22-47266 - \$60,000.00  
Professional Services from March 11, 2024 to April 07, 2024

**Professional Personnel**

|                         | Hours | Rate   | Amount |               |
|-------------------------|-------|--------|--------|---------------|
| RESEARCH/REVIEW         |       |        |        |               |
| LICENSED ENG/SUR/ARC    | 2.50  | 114.30 | 285.75 |               |
| STUDIES                 |       |        |        |               |
| SENIOR PROJECT ENGINEER | 2.00  | 114.30 | 228.60 |               |
| MEETINGS                |       |        |        |               |
| SENIOR PROJECT ENGINEER | 1.50  | 114.30 | 171.45 |               |
| ADDITIONAL SERVICES     |       |        |        |               |
| SENIOR PROJECT ENGINEER | 1.00  | 114.30 | 114.30 |               |
| Totals                  | 7.00  |        | 800.10 |               |
| <b>Total Labor</b>      |       |        |        | <b>800.10</b> |

| Billing Limits | Current | Prior                     | To-Date   |                 |
|----------------|---------|---------------------------|-----------|-----------------|
| Total Billings | 800.10  | 22,297.81                 | 23,097.91 |                 |
| Limit          |         |                           | 60,000.00 |                 |
| Remaining      |         |                           | 36,902.09 |                 |
|                |         | <b>Total this Invoice</b> |           | <b>\$800.10</b> |

**Outstanding Invoices**

| Number       | Date      | Balance         |
|--------------|-----------|-----------------|
| 149343       | 3/20/2024 | 1,314.45        |
| <b>Total</b> |           | <b>1,314.45</b> |

**RECEIVED**

APR 30 2024

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT

PO 47266  
 #592-542-818.000  
 ok - J.K.  
 SS 4/24/24  
 SS 4/24/24



**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
 CIVIL ENGINEERS SURVEYORS ARCHITECTS  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

April 15, 2024  
 Project No: 0160-0461-0  
 Invoice No: 149844

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0461-0 WATER SYSTEM CDSMI  
 PURCHASE ORDER #24-48185 - \$42,125.00  
 FOR: SPECIFICATIONS, BIDDING, CONTRACT ADMIN.

Professional Services from March 11, 2024 to April 07, 2024

**Professional Personnel**

|                         | Hours | Rate   | Amount   |                 |
|-------------------------|-------|--------|----------|-----------------|
| PRELIMINARY ENGINEERING |       |        |          |                 |
| GRADUATE ENG/SUR/ARC    | 1.00  | 92.70  | 92.70    |                 |
| CONTRACT ADMINISTRATION |       |        |          |                 |
| LICENSED ENG/SUR/ARC    | 5.70  | 114.30 | 651.51   |                 |
| GRADUATE ENG/SUR/ARC    | 1.50  | 92.70  | 139.05   |                 |
| MEETINGS                |       |        |          |                 |
| PRINCIPAL ENGINEER      | 1.00  | 114.30 | 114.30   |                 |
| GRADUATE ENG/SUR/ARC    | 2.50  | 92.70  | 231.75   |                 |
| Totals                  | 11.70 |        | 1,229.31 |                 |
| <b>Total Labor</b>      |       |        |          | <b>1,229.31</b> |

| Billing Limits | Current  | Prior                     | To-Date   |                   |
|----------------|----------|---------------------------|-----------|-------------------|
| Total Billings | 1,229.31 | 25,796.81                 | 27,026.12 |                   |
| Limit          |          |                           | 42,125.00 |                   |
| Remaining      |          |                           | 15,098.88 |                   |
|                |          | <b>Total this Invoice</b> |           | <b>\$1,229.31</b> |

**Outstanding Invoices**

| Number       | Date      | Balance          |
|--------------|-----------|------------------|
| 149283       | 3/12/2024 | 16,850.00        |
| 149657       | 4/5/2024  | 8,946.81         |
| <b>Total</b> |           | <b>25,796.81</b> |

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APR 30 2024

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT

P048185  
 # 592-537-978.300  
 OK - J.K.  
 554124124  
 4/24/24



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 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

April 15, 2024  
 Project No: 0160-0465-0  
 Invoice No: 149848

Project 0160-0465-0 LAKE FRONT PARK SPLASH PAD  
 PURCHASE ORDER #23-47806 - \$25,500.00  
 MEETINGS, RESEARCH, EGLE PERMITS, AND ADDRESSING COMMENTS  
Professional Services from March 11, 2024 to April 07, 2024

**Professional Personnel**

|                      | Hours | Rate   | Amount          |
|----------------------|-------|--------|-----------------|
| RESEARCH/REVIEW      |       |        |                 |
| PRINCIPAL ENGINEER   | .50   | 114.30 | 57.15           |
| GENERAL              |       |        |                 |
| LICENSED ENG/SUR/ARC | 14.50 | 114.30 | 1,657.35        |
| Totals               | 15.00 |        | 1,714.50        |
| <b>Total Labor</b>   |       |        | <b>1,714.50</b> |

| Billing Limits | Current                   | Prior    | To-Date           |
|----------------|---------------------------|----------|-------------------|
| Total Billings | 1,714.50                  | 4,655.79 | 6,370.29          |
| Limit          |                           |          | 25,500.00         |
| Remaining      |                           |          | 19,129.71         |
|                | <b>Total this Invoice</b> |          | <b>\$1,714.50</b> |

**Outstanding Invoices**

| Number       | Date      | Balance       |
|--------------|-----------|---------------|
| 148802       | 2/23/2024 | 720.09        |
| <b>Total</b> |           | <b>720.09</b> |

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CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT

PO 47806  
 # 401-902-977.104  
 OK - J.K.  
 SS 4/24/24  
 SC 4/24/24



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 CIVIL ENGINEERS SURVEYORS ARCHITECTS  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

April 15, 2024  
 Project No: 0160-0468-0  
 Invoice No: 149852

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0468-0 2023 SEWER REHAB PROGRAM  
 PURCHASE ORDER #23-47946 - \$33,333.00  
 FOR: CONSTRUCTION ADMIN. & PROJECT CLOSEOUT  
Professional Services from March 11, 2024 to April 07, 2024

**Professional Personnel**

|                         | Hours | Rate  | Amount |               |
|-------------------------|-------|-------|--------|---------------|
| CONTRACT ADMINISTRATION |       |       |        |               |
| TEAM LEADER             | .50   | 92.70 | 46.35  |               |
| ENGINEERING AIDE III    | 1.50  | 77.70 | 116.55 |               |
| Totals                  | 2.00  |       | 162.90 |               |
| <b>Total Labor</b>      |       |       |        | <b>162.90</b> |

| Billing Limits | Current | Prior                     | To-Date   |                 |
|----------------|---------|---------------------------|-----------|-----------------|
| Total Billings | 162.90  | 23,466.75                 | 23,629.65 |                 |
| Limit          |         |                           | 33,333.00 |                 |
| Remaining      |         |                           | 9,703.35  |                 |
|                |         | <b>Total this Invoice</b> |           | <b>\$162.90</b> |

**Outstanding Invoices**

| Number       | Date     | Balance         |
|--------------|----------|-----------------|
| 149656       | 4/5/2024 | 7,399.75        |
| <b>Total</b> |          | <b>7,399.75</b> |

Po 47946  
 # 592-537-976.001  
 ok - J.K.  
 SS 4/24/24  
 SC 4/24/24

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APR 30 2024

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT



**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
 CIVIL ENGINEERS SURVEYORS ARCHITECTS  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

April 15, 2024  
 Project No: 0160-0473-0  
 Invoice No: 149857

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0473-0 TORREY ROAD PUMP STATION GENERATOR  
 PURCHASE ORDER #23-48021 - \$200,000.00  
 FOR: CONTRACT ADMIN.

Professional Services from March 11, 2024 to April 07, 2024

**Professional Personnel**

|                             | Hours | Rate   | Amount          |
|-----------------------------|-------|--------|-----------------|
| PRELIMINARY ENGINEERING     |       |        |                 |
| GRADUATE ENG/SUR/ARC        | 1.50  | 92.70  | 139.05          |
| CONTRACT ADMINISTRATION     |       |        |                 |
| LICENSED ENG/SUR/ARC        | 9.00  | 114.30 | 1,028.70        |
| GRADUATE ENG/SUR/ARC        | .50   | 92.70  | 46.35           |
| MEETINGS                    |       |        |                 |
| PRINCIPAL ENGINEER          | 1.00  | 114.30 | 114.30          |
| CONSTRUCTION ADMINISTRATION |       |        |                 |
| SENIOR PROJECT ENGINEER     | 2.00  | 114.30 | 228.60          |
| Totals                      | 14.00 |        | 1,557.00        |
| <b>Total Labor</b>          |       |        | <b>1,557.00</b> |

| Billing Limits | Current  | Prior                     | To-Date           |
|----------------|----------|---------------------------|-------------------|
| Total Billings | 1,557.00 | 98,162.10                 | 99,719.10         |
| Limit          |          |                           | 200,000.00        |
| Remaining      |          |                           | 100,280.90        |
|                |          | <b>Total this Invoice</b> | <b>\$1,557.00</b> |

**Outstanding Invoices**

| Number       | Date     | Balance         |
|--------------|----------|-----------------|
| 149236       | 3/5/2024 | 4,308.90        |
| 149489       | 4/2/2024 | 1,053.20        |
| <b>Total</b> |          | <b>5,362.10</b> |

PO 48021  
 #592-542-818.000  
 OK-J.K.  
 SS 4/24/24  
 SC 4/24/24

**RECEIVED**

APR 30 2024

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT



**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
 CIVIL ENGINEERS SURVEYORS ARCHITECTS  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

April 15, 2024  
 Project No: 0160-0472-0  
 Invoice No: 149900

PO 47692  
 # 592-537-977.000

Project 0160-0472-0 2023-2024 GENERAL ENGINEERING  
 PURCHASE ORDER #23-47692 - \$41,000.00

OK - JJK  
 SS 4/24/24  
 SC 4/24/24

Professional Services from March 11, 2024 to April 07, 2024

Phase 01 GENERAL

| Billing Limits | Current | Prior     | To-Date   |
|----------------|---------|-----------|-----------|
| Total Billings | 0.00    | 13,822.89 | 13,822.89 |
| Limit          |         |           | 15,000.00 |
| Remaining      |         |           | 1,177.11  |

**Total this Phase**

Phase 02 GIS MAINTENANCE / WATER & SEWER

**Professional Personnel**

|                         | Hours | Rate   | Amount          |
|-------------------------|-------|--------|-----------------|
| RESEARCH/REVIEW         |       |        |                 |
| PRINCIPAL ENGINEER      | 10.00 | 114.30 | 1,143.00        |
| PRELIMINARY ENGINEERING |       |        |                 |
| TEAM LEADER             | 2.00  | 92.70  | 185.40          |
| MEETINGS                |       |        |                 |
| TEAM LEADER             | 1.00  | 92.70  | 92.70           |
| GENERAL                 |       |        |                 |
| LICENSED ENG/SUR/ARC    | 20.00 | 114.30 | 2,286.00        |
| GRADUATE ENG/SUR/ARC    | 5.50  | 92.70  | 509.85          |
| GIS UPDATES             |       |        |                 |
| GRADUATE ENG/SUR/ARC    | 2.50  | 92.70  | 231.75          |
| ENGINEERING AIDE III    | 10.30 | 77.70  | 800.31          |
| Totals                  | 51.30 |        | 5,249.01        |
| <b>Total Labor</b>      |       |        | <b>5,249.01</b> |

| Billing Limits | Current  | Prior    | To-Date   |
|----------------|----------|----------|-----------|
| Total Billings | 5,249.01 | 6,462.25 | 11,711.26 |
| Limit          |          |          | 26,000.00 |
| Remaining      |          |          | 14,288.74 |

**RECEIVED**

APR 30 2024

**Total this Phase \$5,249.01**

**Total this Invoice \$5,249.01**

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT





**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
 CIVIL ENGINEERS SURVEYORS ARCHITECTS  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

April 19, 2024  
 Project No: 0160-0464-0  
 Invoice No: 150092

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0464-0 ROSLYN RD WATERMAIN & RESURF(MACK/MARTER  
 PURCHASE ORDER #23-47805 - \$480,000.00  
 FOR: CONSTRUCTION ADMIN. & CONSTRUCTION OBSERVATION  
Professional Services from March 11, 2024 to April 07, 2024

**Professional Personnel**

|                             | Hours        | Rate   | Amount          |
|-----------------------------|--------------|--------|-----------------|
| RESEARCH/REVIEW             |              |        |                 |
| PRINCIPAL ENGINEER          | 8.00         | 114.30 | 914.40          |
| PRELIMINARY ENGINEERING     |              |        |                 |
| GRADUATE ENG/SUR/ARC        | 3.00         | 92.70  | 278.10          |
| CONTRACT ADMINISTRATION     |              |        |                 |
| LICENSED ENG/SUR/ARC        | 11.00        | 114.30 | 1,257.30        |
| GRADUATE ENG/SUR/ARC        | 1.50         | 92.70  | 139.05          |
| ENGINEERING AIDE III        | .20          | 77.70  | 15.54           |
| MEETINGS                    |              |        |                 |
| GRADUATE ENG/SUR/ARC        | 4.00         | 92.70  | 370.80          |
| CONSTRUCTION OBSERVATION    |              |        |                 |
| TEAM LEADER                 | 5.50         | 92.70  | 509.85          |
| ENGINEERING AIDE III        | 51.50        | 77.70  | 4,001.55        |
| CONSTRUCTION ADMINISTRATION |              |        |                 |
| GRADUATE ENG/SUR/ARC        | 2.50         | 92.70  | 231.75          |
| <b>Totals</b>               | <b>87.20</b> |        | <b>7,718.34</b> |
| <b>Total Labor</b>          |              |        | <b>7,718.34</b> |

| Billing Limits | Current  | Prior      | To-Date    |
|----------------|----------|------------|------------|
| Total Billings | 7,718.34 | 191,188.78 | 198,907.12 |
| Limit          |          |            | 480,000.00 |
| Remaining      |          |            | 281,092.88 |

**Total this Invoice \$7,718.34**

**Outstanding Invoices**

| Number       | Date     | Balance       |
|--------------|----------|---------------|
| 149486       | 4/2/2024 | 715.10        |
| <b>Total</b> |          | <b>715.10</b> |

*PO 47805  
 # 203-451-977.803 \$1,929.58  
 # 592-537-977.310 \$5,788.76  
 OK-J.K  
 SS 4/24/24  
 SC 4/24/24*

**RECEIVED**

APR 30 2024

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT



MCKENNA

HEADQUARTERS  
235 East Main Street  
Suite 105  
Northville, Michigan 48167

O 248.596.0920  
F 248.596.0930  
MCKA.COM

Frank Schulte  
City Administrator  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

April 19, 2024  
Invoice No: 21849 - 89

Project 21849 Grosse Pointe Woods Building Services

Professional Services from March 1, 2024 to March 31, 2024

Building Department Services - 85% of Revenue

**Contract Amount**

|                          |           |
|--------------------------|-----------|
| Number of Permit Revenue | 40,535.00 |
| Fee Each                 | .85       |
| Total Fee                | 34,454.75 |

SM 4/22 ✓

**Total Fee \$34,454.75**

Vehicle Credit (500.00)

**Total (\$500.00)**

General Zoning/Administration

General Zoning/Administration professional services.

|                   | Hours | Amount      |
|-------------------|-------|-------------|
| Associate Planner | 20.75 |             |
| Assistant Planner | 9.25  |             |
| <b>Total</b>      |       | <b>0.00</b> |

Invoice Total ✓ \$33,954.75

THANK YOU. Please remit to above address and indicate project number on voucher.

RECEIVED

APR 30 2024

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

B  
23-42745

10137181800 \$33,954.75

SM 4/22/24  
# 4-22-24



MCKENNA

HEADQUARTERS  
235 East Main Street  
Suite 105  
Northville, Michigan 48167

O 248.596.0920  
F 248.596.0930  
MCKA.COM

Frank Schulte  
City Administrator  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

April 18, 2024  
Invoice No: 22-064 - 25

Project 22-064 Grosse Pointe Woods Planning Services  
Professional Services from March 1, 2024 to March 31, 2024

Professional Hourly Services

|  | Hours  | Rate   | Amount |
|--|--------|--------|--------|
| President  |        |        |        |
| 1.00   | 150.00 | 150.00 |        |
| Prepare for and attend March 18, 2024 City Council Meeting.  |        |        |        |
| Senior Planner   |        |        |        |
| 2.75   | 100.00 | 275.00 |        |
| Informational Handout for Raised Garden Beds - Design  |        |        |        |
| Associate Planner  |        |        |        |
| 5.00   | 90.00  | 450.00 |        |
| Prepare for and attend the March 26, 2024 Planning Commission Meeting.   |        |        |        |
| .25  | 90.00  | 22.50  |        |
| Finalize the agenda for review and approval by the PC Chair.   |        |        |        |
| 5.50   | 90.00  | 495.00 |        |
| Prepare and deliver the March 28, 2024 presentation on social districts for business owners.   |        |        |        |
| .50  | 90.00  | 45.00  |        |
| Prepare for the March 26, 2024 Planning Commission Meeting   |        |        |        |
| 2.50   | 90.00  | 225.00 |        |
| Prepare information on the front yard structures and raised garden bed.  |        |        |        |
| 4.50   | 90.00  | 405.00 |        |
| Prepare materials on the proposed zoning ordinance amendment (dumpsters, permanent makeup and exterior lighting) and prepare the packet for the Tuesday, March 24, 2024 Planning Commission Meeting. |        |        |        |
| 4.50   | 90.00  | 405.00 |        |
| Prepare the presentation on social districts.  |        |        |        |
| Assistant Planner  |        |        |        |
| 1.50   | 85.00  | 127.50 |        |
| Prepare the public hearing notice and share with the City Clerk's office. Communicate with City Clerk Office. Revise the order of the PC Agenda.   |        |        |        |
| 2.50   | 85.00  | 212.50 |        |
| Social District: Prepare the letter and mail merge for distribution.   |        |        |        |

RECEIVED

APR 30 2024

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

|         |        |                                       |         |        |
|---------|--------|---------------------------------------|---------|--------|
| Project | 22-064 | Grosse Pointe Woods Planning Services | Invoice | 25     |
|         |        | 2.00                                  | 85.00   | 170.00 |

Prepare for and attend the March 4, 2023 City Council Meeting.

**Total** **\$2,982.50**

REVIEW SERVICES

20100 Mack Rezoning RO1 to C District

Rezoning Review - \$700 + \$50/acre \$707.50

20100 Mack Site Plan Review

\*

Site Plan Review - \$800 + \$75/acre

Mack & Fairholme  
CR 527671 Friendship Factory.

\$811.25

20100 Mack Special Land Use Review - Friendship Factory

Special Land Use - \$700 + \$50/acre \$707.50

**Invoice Total** \$5,208.75

THANK YOU. Please remit to above address and indicate project number on voucher.

101000283000    \$ 400.00

101371818000    \$ 4808.75

PO. 234774

SM    4/22/24

FS    4-22-24



**TOKIO MARINE  
HCC**

Tokio Marine HCC - Public Risk Group  
1700 Opdyke Court, Auburn Hills, Michigan 48326  
Telephone 248.371.3100 or 800.225.6561  
Facsimile 248.371.3091

April 19, 2024

**DEDUCTIBLE INVOICE**

City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe W, Michigan, 48236

Claim #: 197417  
Carrier: U.S. Specialty Insurance Company  
Insured: City of Grosse Pointe Woods  
Policy Number: PKG81410016  
Effective Date: 10/01/2019  
Date of Loss: 06/07/2020  
Claimant: Brys, Daniel  
Loss Description: Suit - Claimant is alleging he was injured when he fell off his bike due to a defective highway located on the northbound lane of Morningside Drive, just north of Coventry Lane.

Deductible Information: Please be advised that the above-referenced policy has a \$15,000.00 deductible applicable to the coverage under this claim. The deductible applies to both loss and expense (i.e. defense) payments. To date, we have incurred loss and expense payments in the amount of \$57,662.16.

Currently, we are requesting reimbursement of \$ 15,000.00 per your deductible for the handling of this matter.

**Amount**

**Invoice Total:** **\$15,000.00**

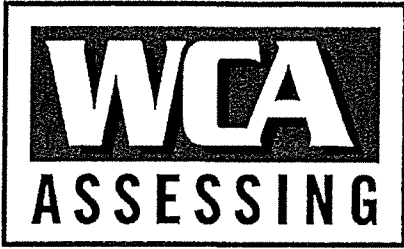
**Remit Payment To:**  
Tokio Marine HCC – PRG – Claim #197417  
1700 Opdyke Court  
Auburn Hills, MI 48326

Questions regarding this invoice should be directed to Robert Cathcart at (248) 904-5976  
[rcathcart@tmhcc.com](mailto:rcathcart@tmhcc.com)

cc: Stevenson Company

**RECEIVED**  
**APR 30 2024**  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

101-266-812.000  
SS 4/22/2024  
FS 4-22-24



April 16, 2024

Invoice 041524

City of Grosse Pointe Woods  
Accounts Payable  
20025 Mack  
Grosse Pointe Woods, MI 48236

RE: May 2024 Services

**For contract assessing services rendered:**

Contract Fee (\$86,107 ÷ 12)..... \$ 7,175.58

**TOTAL AMOUNT DUE ..... \$ 7,175.58**

Respectfully submitted,

  
Lynette Hobyak  
Business Manager

101-257-818.000

1023-47683

SS 4/17/24

FS 4-18-24

38110 N. Executive Drive, Suite 100  
Westland, MI 48185

734-595-7727 Office  
734-595-7736 Fax

**RECEIVED**

APR 30 2024

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT



# MCKENNA

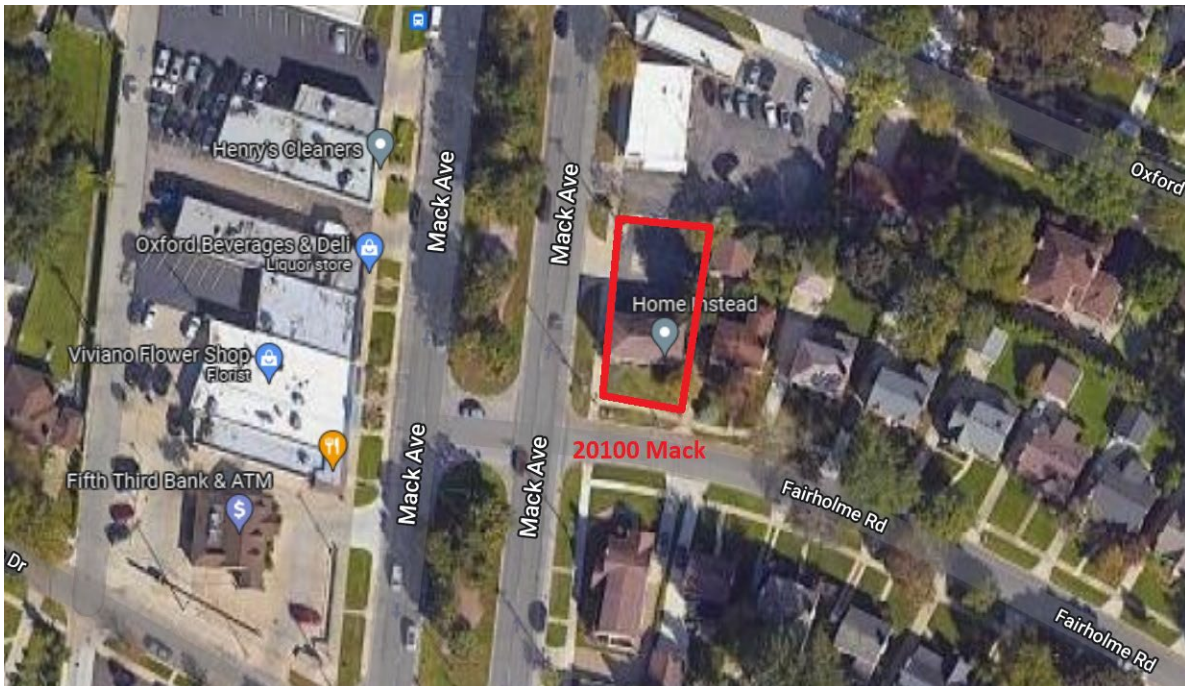
May 1, 2024

City Council  
City of Grosse Pointe Woods  
20025 Mack Plaza Dr  
Grosse Pointe Woods, MI 48236

**Subject: RO-1 to C Rezoning Request for 20100 Mack Avenue**  
Parcel ID: 40-012-05-0090-000  
Rezoning Review #1  
Existing Zoning: RO-1, Restricted Office District  
Proposed Zoning: C, Commercial Business

Dear Councilmembers,

We, along with Planning Commission, have reviewed the above application for consideration of a rezoning request. Justin Buccellato (the "Applicant") requests a rezoning for 20100 Mack Avenue (the "Site") from Restricted Office to Commercial Business to allow for the consideration of a special land use request to open a children's event space. The site itself contains an existing two-story office building of approximately 3,240 square feet alongside an existing nine-space parking lot. Given that the lot has been vacant for a couple of years, the Applicant wishes to seek a rezoning to support an interested commercial business not permitted in the district as zoned, RO-1 Restricted Office. This review is based on the application submitted March 1, 2024.



**HEADQUARTERS**  
235 East Main Street  
Suite 105  
Northville, Michigan 48167

☎ 248.596.0920  
☎ 248.596.0930  
**MCKA.COM**

Communities for real life.



**SUMMARY OF REQUEST**

The applicant proposes to rezone the site to allow for an interested commercial business to occupy the vacant building. The existing structure onsite was constructed as an office building approximately 30 years ago. It has been vacant since September 2022. The applicant wishes to seek zoning as the C Commercial District to support an interested tenant, which would operate as an event space for children.

There is an existing two-story office building with an existing parking lot on the subject parcel. The site sits at the northeast corner of Mack Avenue and Fairholme Road. It shares its eastern boundary with a single-family residence and its northern boundary with additional office uses.

**SURROUNDING SITE USES AND ZONING**

The following chart provides information on existing land use, current zoning, and future land use.

| Location     | Existing Land Use                      | Zoning District | Future Land Use Designation                                       |
|--------------|--|-----------------|---|
| Subject Site | Vacant office building and parking lot | RO-1            | Office; proposed as commercial in the 2024 Zoning Ordinance draft |
| North        | Office                                 | RO-1            | Restricted Office   |
| South        | Office                                 | RO-1            | Office  |
| East         | Single-family residential              | R-1D            | Single Family Medium Density                                      |
| West         | General commercial                     | C               | General Business/Mixed Use  |

**RECOMMENDATIONS**

**Rezoning Request Consideration.** Following a public hearing at the March 26, 2024, Planning Commission meeting, the Commission unanimously voted to recommend the rezoning without conditions. Pending any comments from the public during the second public hearing, we recommend the City Council consider the following motion:

*I move to recommend approval of the proposed rezoning at 20100 Mack Avenue (Parcel ID 44-012-05-0090-000) from the RO-1 Restricted Office District to C Commercial Business based on the following finding of fact:*

- a. The subject site has been sitting vacant and is situated on the Commercial Corridor;*
- b. Being architecturally consistent with the neighboring residential neighborhood; and*
- c. Expanding the site to commercial uses aligns with the direction of the Master Plan Future Land Use Plan Map based on discussions throughout the 2023-2024 master planning process.*

Respectfully submitted,

**McKENNA**

Brigitte Wolf, AICP





# Rezoning Review

## 1. HARMONY WITH MASTER PLAN

*Is the requested rezoning consistent with the goals, policies, and future land use map of the Master Plan? Or, has applicant demonstrated conditions have changed significantly since the Master Plan was developed, and request is demonstrably consistent with the development trends in the area?*

### Findings:

The 2006 Master Plan Future Land Use Map designates this area as *Office*, described in the text of the Master Plan as, “All areas used for office purposes including professional and medical office complexes.” However, conditions and the demand for professional office spaces has since changed, especially since COVID-19, as more people work from home. The building, despite an exterior remodel for a more modern, appealing façade, has been vacant since September 2022. Additionally, the City is currently in the process of updating its Master Plan, which proposes removing Restricted Office designations and classifying this property, and all other properties abutting Mack Avenue, as Commercial.

Mack Avenue, being the commercial spine of and providing principal entryways into the community receives special attention in the Master Plan. Elements called out in the Plan related to Mack Avenue include architectural design and parking. The Plan calls the popular “colonial theme” in local architecture “attractive” and “still acceptable as a suitable style.” The design of the building on the subject parcel can be called “colonial” and in fact despite being for office use, the building blends harmoniously in terms of design, scale, and style with the neighborhood to its east.

## 2. COMPATIBILITY OF ENVIRONMENTAL FEATURES

*Are the site’s physical, geological, hydrological and other environmental features compatible with the host of uses permitted in the proposed zoning district, especially for sites without public utilities?*

**Findings:** Given the off-street parking lot, the site’s physical features are conducive to uses permitted in the C, Commercial District. Parking requirements in Grosse Pointe Woods mandate one space per 300 square feet of gross floor area for general business and professional offices. General business uses would require 3.6 parking spaces. The nine spaces currently onsite more than meet both the needs of general business / commercial purposes. There is not any known physical, geological, hydrological, or other environmental features that would inhibit commercial retail uses at this site.

## 3. COMPATIBILITY WITH SURROUNDING USES

*Are all of the potential uses allowed in the proposed zoning district compatible with surrounding uses in terms of land suitability, density of use, environmental impacts, nature of use, traffic impacts, aesthetics, infrastructure and maintenance of property values.*

**Findings:** The site shares its northern boundary with additional office use, zoned RO-1. Immediately east is a single-family residential district with an R1-D, One-Family Residential classification. Across Mack Avenue to the west is a mile-plus corridor of largely single-story commercial storefronts, interrupted by the Grosse Pointe Woods



municipal complex nearby to the southwest. Across Fairholme Road, is a single-family home recently converted to office use on an RO-1-zoned parcel, with additional office uses south of that.

Aesthetically, the office building on the subject site blends well with its surroundings. It is similarly scaled to the office uses up and down the east side of Mack Avenue as well as the commercial uses across Mack. The scale of the building creates a nice transition between the commercial corridor along Mack Avenue and the Fairholme residential neighborhood. In fact, the modern gabled roof, brick façade, setbacks and landscaping give the building a residential feel.

Furthermore, the onsite parking exceeds the required number of spaces for general business by a number of spaces and the traffic is directed by the ingress/egress of Mack Avenue. No curb cuts exist, nor can they be accommodated on Fairholme Road. Local infrastructure is well suited to accommodate site users.

#### **4. ECONOMIC VIABILITY OF CURRENT ZONING**

*Has the applicant demonstrated that he/she cannot receive a reasonable return on investment through developing the property with at least one (1) of the uses permitted under the current zoning?*

##### **Findings:**

Despite recent exterior renovations, with its designation as RO-1, the existing office has been vacant since September 2022. The owner is requesting this rezoning to allow for a commercial tenant who is interested in leasing the property, enabling them to receive a reasonable return on their investment in modernizing this property.

#### **5. DEMAND FOR PROPOSED USE**

*Is there evidence of demand for additional land uses permitted in the requested zoning district in relation to the amount of land currently zoned and available to meet the demand?*

**Findings:** Based on the interest of the potential tenant for this property, it is clear that there is demand for commercial spaces with off-street parking lots along Mack Avenue. However, with its current zoning designation, it has been vacant.

#### **6. EXCLUSIONARY ZONING**

*Is the rezoning necessary to avoid exclusion of a lawful land use?*

**Findings:** No, the C Commercial zoning classification exists in other portions of the City on corner lots abutting Mack Avenue and residential streets. This rezoning is necessary to ensure the building is occupied and used for its highest and best use, which has not been possible with its current zoning designation.

#### **7. DESIRABLE ZONING POLICY TREND**

*Is the rezoning establishing a desirable zoning trend policy for similar or identical lands?*

**Findings:** This rezoning may be a desirable zoning trend for similar parcels of land along Mack Avenue. The trend of parcels abutting Mack Avenue has been to function retail and restaurant spaces or a combination of offices/commercial uses.



## 8. HARMONY WITH DIMENSIONAL REQUIREMENTS

*Are the boundaries of the requested rezoning reasonable in relationship to surroundings and ability to meet the dimensional regulations in the zoning ordinance?*

**Findings:** If the site is rezoned to C, the existing office structure meets all dimensional regulations in the zoning ordinance in relation to the adjacent office and residential uses. The requested rezoning is thus reasonable in relation to its surroundings.

## 9. ZONING CORRECTION

*Does the requested zoning correct an error in the zoning map? Or zoning text?*

**Findings:** There is no known error in the zoning map or zoning text associated with this site.

## 10. AVOIDANCE OF SPOT ZONING

*Does the requested rezoning avoid creating an isolated and unplanned spot zone? (i.e. does it provide the landowner with privileges not readily available to other landowners in similar circumstances?)*

**Findings:** In considering its adjacent uses on the west side of Mack Avenue, zoning this parcel as C Commercial would not be created an isolated spot zone. This rezoning would allow the landowner secure a tenant that would enhance the commercial corridor and offer a service to the community that is not currently available. Additionally, as stated prior, a recommendation of the future land use in the 2024 Master Plan update is to remove the RO-1 zoning classification and instead have office uses be considered a part of the C Commercial district.

## 10. REQUEST SUBMISSION

*Has the request previously been submitted within the past one (1) year? Or have conditions changed or new information been provided?*

**Findings:** In fall of 2022, the property owner did sough a rezoning from P-1 to RO-1 Restrict Office to allow for the existing building to be occupied by a tenant for office uses. This was approved more than one year ago. New information and circumstances, such as its vacancy since then, has shown the changing conditions in that there is less of a demand for office uses as there is for more general commercial business uses.

**CITY OF GROSSE POINTE WOODS**  
20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
Phone (313) 343-2440

**REZONING APPLICATION**

**RECEIVED**

MAR 01 2024

1. Applicant: Buccellato Development, LLC

Mailing Address: 20259 Mack Ave. Grosse Pointe Woods, MI 48236  
Street City Zip

Daytime Phone: (313) 300-7280 Fax: \_\_\_\_\_

2. Property Owner: Buccellato Development, LLC

Mailing Address: 20259 Mack Ave. Grosse Pointe Woods, MI 48236

Daytime Phone: (313) 300-7280 Fax: \_\_\_\_\_

3. Project Manager: (required) Stucky Vitale Architects

Mailing Address: 27172 Woodward Ave. Royal Oak, MI. 48067  
Street City Zip

Daytime Phone: (248) 546-6700 Fax: \_\_\_\_\_

Other Phone: \_\_\_\_\_

4. Address of Property: 20100 Mack Ave. Grosse Pointe Woods, MI.

5. Legal Description of Property: Lot 90, Fairholme No. 1, according to the plat thereof, as recorded in Liber 68 of Plats, Page 84, Wayne County Records.

\_\_\_\_\_  
(or attach a legal boundary description)

6. Permanent Parcel Number: Tax ID: 40-012-05-0090-000

7. Request: To Rezone From: RO-1 Restricted Office To: C Commercial

For the Following Purpose:

Renovation to an Event space as a Special Land Use under Section 50-4.11  
Miscellaneous business establishments of the Zoning Ordinance

Attach a detailed written statement fully explaining your request.

8. Present Use of Property: Vacant

---

9. Attach an Accurate Drawing of the Site Showing:

- a) Property boundaries
- b) Existing buildings
- c) Unusual physical features of the site or building
- d) Abutting streets
- e) Existing zoning on adjacent properties
- f) Location of buildings on adjacent properties

10. Names and Addresses of all other Persons, Firms or Corporations having a Legal or Equitable Interest in the Property:

---

Applicant must provide lease, purchase agreement or written authorization from Owner.

**DECLARATION:**

I, the applicant, do hereby declare that I am the owner, or the authorized agent of the owner, of the above, legally described property on which the request is proposed, and that the answers given herein are true to the best of my knowledge. I understand that if the request is granted, I am in no way relieved from all other applicable requirements of the City of Grosse Pointe Woods Zoning Ordinance.

By virtue of my application, I do hereby declare that the appropriate appointed officials and City staff responsible for the review of my application are given permission to visit and inspect the property regarding my petition in order to determine the suitability of the request.

Applicant Signature: \_\_\_\_\_  \_\_\_\_\_ Date: \_\_\_\_\_

Filing Fee: \$500.00

**CITY OF GROSSE POINTE WOODS  
INTERNAL TRACKING FORM**

1. Applicant: \_\_\_\_\_
2. Request: \_\_\_\_\_
3. Fee: \_\_\_\_\_
4. Dispersed as is Appropriate to the Following Departments for Review and Comments with Recommendations:

|                                      | <u>Date Dispersed</u> | <u>Date Report Received</u> |
|--------------------------------------|-----------------------|-----------------------------|
| BUILDING & ENGINEERING DEPT.         | _____                 | _____                       |
| CITY ATTORNEY (If Applicable)        | _____                 | _____                       |
| DEPT. OF PUBLIC WORKS                | _____                 | _____                       |
| FIRE DEPT.                           | _____                 | _____                       |
| PLANNING COMMISSION                  | _____                 | _____                       |
| POLICE DEPT.                         | _____                 | _____                       |
| COMMUNITY DEV. DEPT. (If Applicable) | _____                 | _____                       |
| COMMENTS:                            |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |

**CITY OF GROSSE POINTE WOODS**  
**Building Department**  
20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
(313) 343-2426

**SITE PLAN REVIEW**

**COMMERCIAL – Zoned As – Please Check One:**

- C – Commercial Business       RO-1 – Restricted Office       P-1 – Vehicular Parking  
 CF – Community Facilities       C-2 – High Intensity City Ctr

Property Owner Name: Buccellato Development, LLC      Date: 03.01.2024

GPW Property Address: 20100 Mack Ave. Grosse Pointe Woods, MI.

Telephone #: Work (313) 300-7280      Home: \_\_\_\_\_

Contractor/Applicant Name: Stucky Vitale Architects

Telephone # (248) 546-6700      Mobile Phone # \_\_\_\_\_      Fax # \_\_\_\_\_

Contractor/Applicant Address: 27172 Woodward Ave. Royal Oak, MI. 48067      e-mail: jvitale@stuckyvitale.com

MI Builder's License #: \_\_\_\_\_      MI Driver's License #: \_\_\_\_\_

**Nature of Proposed Work:**

Interior renovation and re-occupancy of an existing unoccupied office building to an event space "Friendship Factory".

Buccellato Development, LLC Address: 20259 Mack Ave. Grosse Pointe Woods, MI 48236

Value of Construction \$ 85,000

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Applicant Signature: \_\_\_\_\_

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

|  |        |                 |
|--|--------|-----------------|
| #50-7.10 Special Land Use PC Fee:          | \$ 250 |                 |
| PC Site Plan Review Fee:                   | \$ 350 |                 |
| Deposit – Est. Costs Incurred by the City: | \$ 400 |                 |
| <b>PC APPLICATION FEE DUE:</b>             |        | <b>\$ 1,000</b> |

Date Received: \_\_\_\_\_ Name: \_\_\_\_\_



**CITY OF GROSSE POINTE WOODS  
DEPARTMENT OF PUBLIC SAFETY**

*JOHN G. KOSANKE, Director*

20025 Mack Plaza

Grosse Pointe Woods, MI 48236-2397



Date: March 25, 2024

To: Building Department

From: Director John G. Kosanke

Subject: 20100 Mack Ave, Site Plan Review

**RECEIVED**  
**MAR 25 2024**  
CITY OF GROSSE PTE WOODS  
BUILDING DEPARTMENT

I have reviewed the site plan that was submitted for the proposed project at 20100 Mack Ave. The proposed project and rezoning will not have a negative impact on Public Safety Operations.

Respectfully,

Director John G. Kosanke



MEMO 24-17

To : Planning Commission

From : James Kowalski, Director of Public services

Date: May 3, 2024

Subject: Rezoning of 20100 Mack Ave

I have reviewed the rezoning / site review request by applicant Justin Buccellato.

The footprint and exterior are remaining the same, therefore will not have any impact on the Department of Public Services or its utilities.

Please contact me if you have any questions

# AFFIDAVIT OF PROPERTY OWNERS NOTIFIED

Re: 20100 Mack Avenue  
Buccellato Development, LLC

State of Michigan    )  
                                      ) ss.  
County of Wayne    )

**I HEREBY CERTIFY** that the notice of Hearing was duly mailed First Class Mail on 04/18/24 to the following property owners within a 300 foot radius of the above property in accordance with the provisions of the 2017 City Code of Grosse Pointe Woods.

**Paul P. Antolin, MiPMC**  
City Clerk

**See attached document for complete list.**

## **City of Grosse Pointe Woods, Michigan**

Notice is hereby given that the Grosse Pointe Woods City Council, under the provisions of Public Act 110 of 2006, MCL 125.3101 as amended, and Grosse Pointe Woods City Code of 2022 Chapter 50, Article 7, Section 50-7.15, will hold multiple Public Hearings on Monday, May 6, 2024 at 7:00 p.m., at City Hall in the Council Chamber/Courtroom (located at 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236) for the following purposes: 1) consider rezoning of 20100-20102 Mack Avenue from RO-1 Restricted Office to C Commercial and 2) consider special land use for 20100-20102 Mack to be a children's event space.

All interested persons are invited to attend and will be given opportunity for public comment. The public may appear in person or be represented by counsel. Written comments will be received in the City Clerk's Office, up to close of business preceding the hearing. Individuals with disabilities requiring auxiliary aids or services at the meeting should contact the Grosse Pointe Woods Clerk's Office at 313-343-2440 seven days prior to the meeting. The agenda and pertinent documents will be available at [www.gpwmi.us](http://www.gpwmi.us). For additional project information, contact the Building and Planning Department at 313-343-2426 or e-mail [building@gpwmi.us](mailto:building@gpwmi.us).

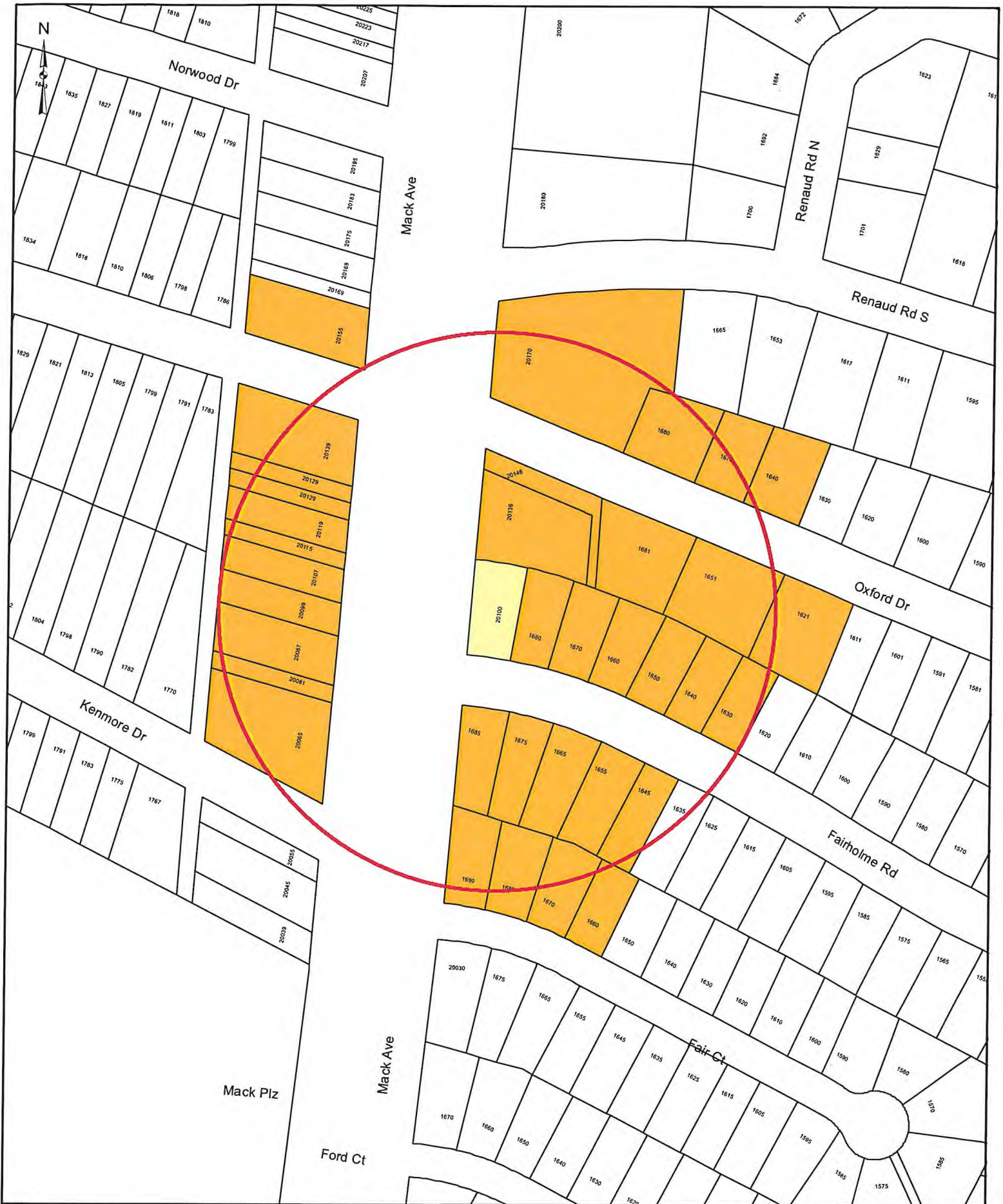
Paul P. Antolin, MiPMC  
City Clerk

20100 Mack Avenue - 300' Radius

|    | A               | B                 | C                             | D                          | E                          | F                              |
|----|-----------------|-------------------|-------------------------------|----------------------------|----------------------------|--------------------------------|
| 1  | PARCEL          | ADDRESS           |                               | OWNER                      | OWNER ADDRESS              | OWNER CITY/ST/ZIP              |
| 2  | 011 01 1603 000 | 20139 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20139 MACK AVENUE LLC      | 20139 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 3  | 009 01 0002 002 | 1680 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | FELTS, GARY                | 1680 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 4  | 011 01 1562 000 | 20155 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20155 MACK LLC             | 1270 N OXFORD              | GROSSE POINTE WOODS, MI 48236  |
| 5  |                 |                   |                               | OCCUPANT                   | 20155 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 6  | 008 01 0490 000 | 1665 S RENAUD RD  | GROSSE POINTE WOODS, MI 48236 | DOUGHERTY, PATRICIA - JON  | 1665 S RENAUD RD           | GROSSE POINTE WOODS, MI 48236  |
| 7  | 009 01 0003 002 | 1670 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | FRANCIS, JAMES W           | 1670 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 8  | 009 01 0004 002 | 1640 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | WORDEN, WILLIAM T          | 1640 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 9  | 011 01 1606 000 | 20129 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20129 MACK LLC             | 20139 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 10 |                 |                   |                               | OCCUPANT                   | 20129 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 11 | 011 01 1608 000 | 20119 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | COOK, HONG                 | 20119 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 12 | 011 01 1610 000 | 20115 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20107 MACK AVE LLC         | 20107 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 13 | 011 01 1611 002 | 20107 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20107 MACK AVE LLC         | 20107 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 14 | 012 05 0090 000 | 20100 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | MACK & FAIRHOME LLC        | 503 LAKESHORE ROAD         | GROSSE POINTE SHORES, MI 48236 |
| 15 |                 |                   |                               | OCCUPANT                   | 20100 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 16 | 012 05 0089 000 | 1680 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | KETELS, KEVIN              | 1680 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 17 | 011 01 1613 000 | 20099 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | CASEY, MARTIN              | 221 RIDGE RD               | GROSSE POINTE FARMS, MI 48236  |
| 18 |                 |                   |                               | OCCUPANT                   | 20099 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 19 | 009 01 0290 000 | 1621 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | MCATEE, JOHN R             | 1621 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 20 | 012 05 0088 000 | 1670 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | YOUNGBLOOD, JOSEPH P       | 1670 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 21 | 012 05 0087 000 | 1660 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | OWEN, STEPHANIE & JUSTIN   | 1660 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 22 | 011 01 1615 000 | 20091 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | CAPRARA, JULIA             | 471 SHOREHAM RD            | GROSSE POINTE WOODS, MI 48236  |
| 23 |                 |                   |                               | OCCUPANT                   | 20091 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 24 | 012 05 0086 000 | 1650 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | LAZARUS, NICHOLAS          | 1650 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 25 | 012 05 0085 000 | 1640 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | DONALDSON, GAIL F (TRUST)  | 1640 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 26 | 011 01 1618 000 | 20081 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | LESCHER INVESTMENTS LLC    | 58976 VALLEY VIEW DRIVE    | WASHINGTON, MI 48094           |
| 27 |                 |                   |                               | OCCUPANT                   | 20081 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 28 | 012 05 0084 000 | 1630 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | KARS, DAVON-FRANCES        | 1630 FAIRHOME              | GROSSE POINTE WOODS, MI 48236  |
| 29 | 011 01 1619 000 | 20065 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | FIFTH THIRD BANK           | 2727 LBJ FREEWAY SUITE 806 | DALLAS, TX 75234               |
| 30 |                 |                   |                               | FIFTH THIRD BANK           | 20065 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 31 | 012 05 0083 000 | 1620 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | SZABO, ROBERT P - MONICA M | 1620 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 32 | 012 05 0027 000 | 1685 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | DOMUS ELIT TERRAM, LLC     | 8300 LONG ISLAND CT        | FAIR HAVEN, MI 48023           |
| 33 |                 |                   |                               | OCCUPANT                   | 1685 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 34 | 012 05 0028 000 | 1675 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | SCARSELLA, JAMES           | 1675 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 35 | 012 05 0029 000 | 1665 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | ARMBRUSTER, STEPHEN P      | 1665 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 36 | 012 05 0030 000 | 1655 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | MONDALE, K GEORGE          | 1655 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 37 | 012 05 0031 000 | 1645 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | COLLIER, SARAH             | 1645 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 38 | 012 05 0032 000 | 1635 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | ZASACKY, DOUGLAS           | 1635 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 39 | 012 05 0033 000 | 1625 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | NELSON, ANTHONY            | 1625 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 40 | 012 04 0001 000 | 1690 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | STONISCH, MARY S           | 20040 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 41 |                 |                   |                               | OCCUPANT                   | 1690 FAIRCOURT ST          | GROSSE POINTE WOODS, MI 48236  |
| 42 | 012 04 0002 000 | 1680 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | KADE, DAVID - PATRICIA     | 1680 FAIRCOURT ST          | GROSSE POINTE WOODS, MI 48236  |

20100 Mack Avenue - 300' Radius

|    | A               | B                 | C                             | D                          | E                 | F                             |
|----|-----------------|-------------------|-------------------------------|----------------------------|-------------------|-------------------------------|
| 43 | 012 04 0003 000 | 1670 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | RUDOLPH, BURTON            | 1670 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 |
| 44 | 012 04 0004 000 | 1660 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | BEIL, IAN J. - CAROLINE C. | 1660 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 |
| 45 | 009 01 0001 000 | 20160 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | REAL PROPERTIES INC        | 20160 MACK AVE    | GROSSE POINTE WOODS, MI 48236 |
| 46 | 009 01 0291 002 | 1651 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | PEPLER, JANET L            | 1651 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 |
| 47 | 009 01 0293 004 | 1681 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | ASHLEY, PAUL J. & ORVILLA  | 1681 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 |
| 48 | 009 01 0295 002 | 20136 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | BC1 OFFICE LLC             | 20136 MACK AVE    | GROSSE POINTE WOODS, MI 48236 |
| 49 | 009 01 0295 001 | 20148 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | LAKMACK LLC                | 20148 MACK AVE    | GROSSE POINTE WOODS, MI 48236 |



Select Parcels within 300'  
of 20100 Mack Ave.

RECEIVED  
APR 17 2024  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

AFFIDAVIT OF LEGAL PUBLICATION

# Grosse Pointe News

16980 Kercheval Pl  
Grosse Pointe, Michigan 48230  
(313)882-3500

COUNTY OF WAYNE  
STATE OF MICHIGAN, SS.

Melanie Mahoney

being duly sworn deposes and says that attached advertisement of

CITY OF GROSSE POINTE WOODS

was duly published in accordance with instructions, in the GROSSE POINTE NEWS on  
the following date: APRIL 18, 2024

#2 PHN REZONING SPL 5-6

and knows well the facts stated herein, and that she is the Administrative Assistant  
of said newspaper.

Robert M Ardelan                      Melanie Mahoney

City of **Grosse Pointe Woods**, Michigan  
**NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Grosse Pointe Woods City Council, under the provisions of Public Act 110 of 2006, MCL 125.3101 as amended, and Grosse Pointe Woods City Code of 2022 Chapter 50, Article 7, Section 50-7.15, will hold multiple Public Hearings on Tuesday, May 6, 2024 at 7:00 p.m., at City Hall in the Council Chamber/Courtroom (located at 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236) for the following purposes: 1) consider rezoning of 20100-20102 Mack Avenue from RO-1 Restricted Office to C Commercial and 2) consider special land use for 20100-20102 Mack to be a children's event space.

All interested persons are invited to attend and will be given opportunity for public comment. The public may appear in person or be represented by counsel. Written comments will be received in the City Clerk's Office, up to close of business preceding the hearing. Individuals with disabilities requiring auxiliary aids or services at the meeting should contact the Grosse Pointe Woods Clerk's Office at 313-343-2440 seven days prior to the meeting. The agenda and pertinent documents will be available at [www.gpwmt.us](http://www.gpwmt.us).

For additional project information, contact the Building and Planning Department at 313-343-2426 or e-mail [building@gpwmt.us](mailto:building@gpwmt.us).

Paul P. Antolin  
City Clerk

ROBERT M ARDELAN  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MACOMB  
My Commission Expires October 29, 2028  
Weyne

City of **Grosse Pointe Woods**, Michigan

**NOTICE OF PUBLIC HEARING - CORRECTION**

The notice for Grosse Pointe Woods regarding multiple public hearings: 1) Consider rezoning of 20100 – 20102 Mack Avenue from R0-1 (Restricted Office) to C (Commercial) and 2) Consider special land use for 20100 – 20102 to be a children's event space, will be held on Monday, May 6, 2024 @ 7:00 p.m. at City Hall in the Council Chamber/Courtroom located at 20025 Mack Plaza Drive. The original notice in last week's issue stated Tuesday rather than Monday, May 6, 2024.

Paul P. Antolin  
City Clerk



TRANSMITTAL COVER SHEET

To: Mollic Mackinnon

From: James McNelis

COMPANY: City of Grosse Pointe Woods  
Building Department

DATE: 03.06.2024  
SVA PROJECT NO: 2024.023  
PROJECT NAME: Friendship Factory

PURPOSE FOR:

APPROVAL  USE  REVIEW & COMMENT  RECORD  DISTRIBUTION

ENCLOSURES:

| COPIES | DATE     | ISSUED FOR      | DESCRIPTION                             |
|--------|----------|-----------------|---|
| 14     | 02.16.24 | Site Plan + SLU | 24x36 Site Plan Approval + SLU Drawings |
| 1      | 03.01.24 | Site Plan + SLU | Application form                        |
| 1      | 03.06.24 | Site Plan + SLU | Application fee (check)                 |
| 1      | 02.16.24 | Site Plan + SLU | Digital Copy - issued via email         |

COMMENTS:

TRANSMITTED VIA:

MESSENGER  UPS GROUND  UPS OVERNIGHT  USPS  ELECTRONICALLY  PICK UP  
 OTHER Drop Off

CC:





**LEGAL DESCRIPTION**

Land situated in the City of Grosse Pointe Woods, County of Wayne, State of Michigan, described as follows:  
 Lot 90, Fairholme No. 1, according to the plat thereof, as recorded in Liber 68 of Plats, Page 84, Wayne County Records.  
 20100 Mack Avenue  
 Tax ID: 40-012-05-0090-000

**BASIS OF BEARING NOTE**

The basis of bearing for this survey was established by the aforesaid recorded Plat.

**TITLE NOTES**

- Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by making inquiry of persons in possession of the Land.
- Easements, encumbrances, or claims thereof, not shown by the Public Records.
- Rights of the public and any governmental unit in any part of the land taken, deeded or used for street, road or highway purposes.
- Covenants, conditions and restrictions and other provisions as contained in instrument recorded in Liber 5817, Page 331, Wayne County Records. Please be advised that any provision contained in this document, or in a document that is attached, linked, or referenced in this document, that under applicable law illegally discriminates against a class of individuals based upon personal characteristics such as race, color, religion, sex, sexual orientation, gender identity, familial status, disability, national origin, or any other legally protected class, is illegal and unenforceable. [LOCATION OF BUILDING SETBACK RESTRICTIONS IS SHOWN].
- Subject to the easements, restrictions and reservations contained in the Fairholme No. 1 Plat recorded in Liber 68, Page(s) 84, Wayne County Records. [LOCATION OF EASEMENT WITHIN THE SURVEYED LAND IS SHOWN].
- Interest of others in oil, gas and mineral rights, if any, whether or not recorded in the Public Records.
- Interest, if any, of the United States, State of Michigan, or any political subdivision thereof, in the oil, gas and minerals in and under and that may be produced from the captioned Land.
- Rights of tenants under any unrecorded leases.

ALL EXCEPTIONS SHOWN OR NOTED ON THIS SURVEY WERE OBTAINED FROM TITLE COMMITMENT NO. TC13-105243, WITH A COMMITMENT DATE OF 07-29-2022, ISSUED BY TITLE CONNECT.

**SITE DATA**

Gross Land Area: 6,310 Square Feet or 0.145 Acres.  
 Zoned: P-1 (Vehicular Parking District)  
 Building Setbacks:  
 Front= None  
 Sides= 20' Parking structure  
 Rear= None

Max. Building Height permitted: Attendant's shelter-15'; Parking structure-30'  
 Total Parking: 5 spaces including 0 barrier free (handicap) spaces.

The above setback & height requirements were obtained from the City of Grosse Pointe Woods Zoning Ordinance.

NOTE: The setbacks & height restrictions noted above are for reference purposes only and should not be used for design or construction and should not be used to determine compliance. A surveyor cannot make a certification on the basis of an interpretation or opinion of another party. A zoning endorsement letter should be obtained from the City of Grosse Pointe Woods to insure conformity as well as make a final determination of the required building setback & height requirements.

**FLOOD HAZARD NOTE**

The Property described on this survey is not located in a Special Flood Hazard Area as defined by the Federal Emergency Management Agency, the property lies within Map No. 28163C0171F. According to the current available Map Index for Wayne County, Michigan, dated 10-21-2021, Map No. 28163C0171F is not printed and is indicated as being a No Special Flood Hazard Area.

**TABLE A NOTES**

- There was no observable evidence of current earth moving work, building construction or building additions observed in the process of conducting the fieldwork.
- There are no known proposed changes in street right-of-way lines available from the controlling jurisdiction.
- There was no observable evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.
- Improvements within offsite easements or servitudes as provided by the Title Company are shown within 25 feet of the subject land only.

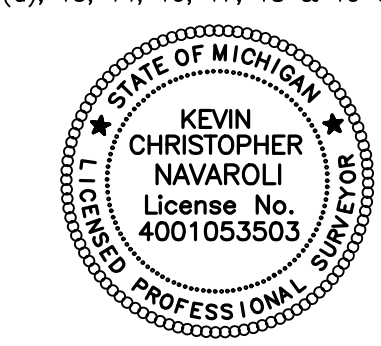
**SURVEYOR'S CERTIFICATION**

To:  
 Buccellato Development LLC  
 Daher B. Rahi and Jeanette Rahi, his wife  
 Title Connect  
 First American Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 6(a), 6(b), 7(a), 7(b), 7(c), 8, 9, 11(a), 13, 14, 16, 17, 18 & 19 of Table A thereof.

The field work was completed on 09-22-2022.

*Kevin Christopher Navaroli*  
 Kevin Christopher Navaroli, P.S.  
 No. 4001053503  
 Date of Plat or Map: 10-04-2022  
 Revised:



**PROJECT**  
 "HOME INSTEAD"  
 SENIOR CARE

**PROJECT LOCATION**  
 No. 20100  
 Mack Avenue  
 Part of Private Claim 393  
 City of Grosse Pointe Woods,  
 Wayne County, MI

**SHEET**  
 ALTA / NSPS  
 Land Title Survey

**REVISIONS**  
 SITE PLAN APPROVAL 04.18.24  
 MARKUP BY: JPM (SVA)

**DRAWN BY:**  
 A.G.

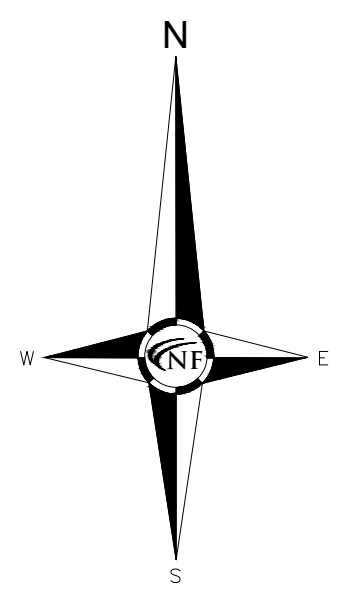
**APPROVED BY:**  
 K.N./R.FRAUS

**EMAIL:**  
 rfraus@nfe-engr.com

**DATE ISSUED:**  
 10-04-2022

**SCALE:**  
 1"=10'

**NFE JOB NO. SHEET NO.**  
 N216 1 of 1



- LEGEND**
- AC = Air Conditioner
  - ASPH = Asphalt
  - CATV = Cable Television/Box/Riser
  - CB = Catch Basin
  - CO = Clean Out
  - CONC = Concrete
  - EMH = Electric Manhole
  - EM = Electric Meter
  - EC = Electric Conduit/Riser
  - FI = Found Iron
  - FIP = Found Iron Pipe
  - FMON = Found Monument
  - G = Gas Service/Gas Main
  - GL = Ground Light
  - GM = Gas Meter
  - GP = Guard Post
  - GV = Gate Valve
  - HYD = Hydrant
  - LP = Light Pole
  - L/S = Landscape
  - MH = Manhole
  - MON = Monument
  - MW = Monitor Well
  - MW = Monitor Well
  - OH LINES = Overhead Lines
  - PI = Phone/Box/Riser
  - PH = Physically Handicapped
  - PIV = Post Indicator Valve
  - P/L = Property Line
  - PM = Parking Meter
  - ROW = Right of Way
  - SAN = Sanitary Manhole
  - SB = Stop Box (Water)
  - SMH = Storm Manhole
  - S.I. = Set Iron
  - SD = Shutoff (Water)
  - STM = Storm Sewer
  - T.MH = Telephone Manhole
  - TRANS = Transformer
  - UP = Utility Pole
  - WM = Water Main
  - (R) = Record Measurement
  - (M) = Surveyed Measurement
  - (C) = Calculated

**CEMETERY NOTE**  
 There was no observable evidence of cemeteries or burial grounds within the subject property.

**UTILITY NOTE**  
 All utilities are underground unless otherwise noted.  
 The utilities shown on this survey were determined by field observation. All locations are approximate. The location of any other underground services which may exist can only be depicted if a Utility Plan is furnished to the surveyor.

NOTE: DTE has new regulations that may impact development outside their easement or the public right of way. Client shall contact DTE to determine the "New Structures and Power Line" requirements as they may apply to any future building or renovation of a structure. DTE Energy can be contacted at 800-477-4747.

GENERAL NOTE:  
 ALL SIGNAGE  
 PERMITTED  
 SEPARATELY.

L=59.73'(R&M)  
 R=705.81'(R&M)  
 Δ=04°50'56"(M)  
 CH=S84°36'27"E  
 59.71'(M)

5' NO. EASEMENT  
 FOR PUBLIC UTILITIES  
 (PER PLAT-L68, P.84)

DESIGNATED PICK  
 UP/DROP OFF SPACE  
 & LOADING ZONE  
 (OFF-PEAK HOURS)

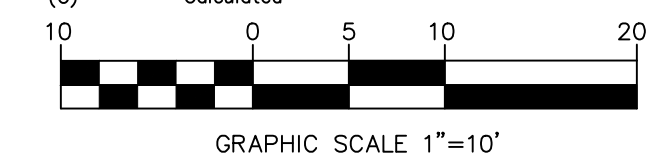
CURRENT RUBBISH  
 AREA - GARBAGE AND  
 RECYCLE BINS  
 PROPOSED TO REMAIN.

No. 20100  
 TWO STORY  
 BRICK BUILDING  
 W/PITCHED ROOF  
 1,080 S.F.  
 BUILDING S.F. IS BASED ON EXTERIOR  
 BUILDING DIMENSIONS AT GROUND LEVEL ONLY  
 BLDG. HEIGHT= 22' (HIGHEST POINT)

L=50.00'(R&M)  
 R=590.81'(R&M)  
 Δ=04°50'56"(M)  
 CH=N84°36'27"W  
 49.99'(M)

FAIRHOLME ROAD (60' WIDE)  
 ASPHALT PAVEMENT W/ CONC. CURB

MACK AVENUE (155' WIDE)  
 ASPHALT PAVEMENT W/ CONC. CURB



GRAPHIC SCALE 1"=10'

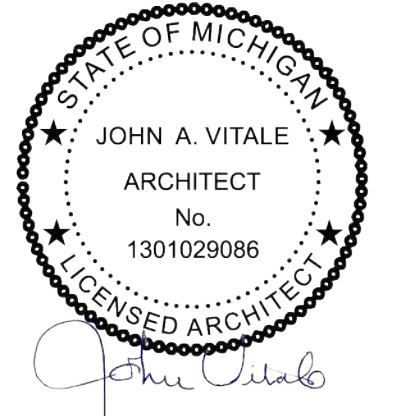




**STUCKY VITALE ARCHITECTS**  
 27172 WOODWARD AVENUE  
 ROYAL OAK, MI 48067-0925  
 P. 248.546.6700  
 F. 248.546.8454  
 WWW.STUCKYVITALE.COM

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Consultants:



Project:  
**FRIENDSHIP FACTORY**  
 20102 MACK AVE,  
 GROSSE POINTE WOODS,  
 MI. 48236

Issued for:  
**OWNER REVIEW 02.16.24**

Drawn by:  
 CRB, JFM, JFN  
 Checked by:  
 JAV

Sheet Title:  
**FLOOR PLAN  
 SCHEME 1**

Project No.:  
**2024.023**

Sheet No.:  
**A101**

DO NOT SCALE DRAWINGS  
 © 2020 Stucky Vitale Architects

**GENERAL FLOOR PLAN NOTES:**

- THIS DRAWING IS DIAGRAMMATIC AND SHOULD BE USED TO DETERMINE THE DESIGN INTENT. THE CONTRACTOR IS RESPONSIBLE FOR THE COMPLETE SET OF WORK AS INDICATED AND SHALL FIELD VERIFY ALL WORK. COORDINATE ALL DRAWINGS / NEW WORK AND SHALL NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN THE DOCUMENTS BEFORE PROCEEDING. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR TAKING FULL RESPONSIBILITY AND LIABILITY FOR SAID DISCREPANCIES.
- ALL DIMENSIONS ARE SHOWN FROM FINISH FACE TO FINISH FACE OF PARTITION UNLESS OTHERWISE NOTED.
- WALL THICKNESS ARE NOMINAL NOT ACTUAL DIMENSIONS. SEE WALL SCHEDULE FOR ACTUAL DIMENSIONS.
- ALL WOOD, INCLUDING BLOCKING, USED ON THE PROJECT SHALL BE FIRE RETARDANT TREATED.
- ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL LOCAL, STATE, COUNTY CODE REGULATIONS, O.S.H.A., AND THE AMERICAN WITH DISABILITIES ACT (ADA). REFER TO THE CODE PLAN FOR MORE INFORMATION.
- PROVIDE POSITIVE SLOPE TO ALL FLOOR DRAINS WHILE KEEPING FLOOR LEVEL AT WALL BASE CONDITION.
- PROVIDE TRANSITION STRIPS AT EACH CHANGE IN FLOOR FINISH MATERIALS.
- PAINT, PATCH AND REPAIR THE FOLLOWING TO MATCH EXISTING MATERIALS: FLOOR, WALL AND CEILING SURFACES AS REQUIRED ADJACENT TO AREAS BEING DEMOLISHED. REFER TO DEMOLITION DRAWINGS FOR MORE INFORMATION.
- REINFORCE WALL AND PROVIDE BLOCKING AS REQUIRED TO SUPPORT WALL CABINETS AND COUNTERTOPS.
- THE CONTRACTOR SHALL PROVIDE AND INSTALL WALL REINFORCING FOR INSTALLATION OF ACCESSORIES, COAT RACKS, CHART RACKS, CASEWORK, AND OTHER WALL MOUNTED ITEMS.
- CLEAN AND REPAIR ALL EXISTING FLOOR FINISHES AS NECESSARY.
- ALL EXPOSED PIPES, DUCTS, AND CONDUIT TO BE PAINTED TO MATCH EXISTING.
- PROVIDE CONTROL JOINTS IN GYPSUM BOARD PARTITIONS AT 30'-0" O.C. MAXIMUM AND AS INDICATED IN THE CONTRACT DOCUMENTS.
- COORDINATE WITH OWNER'S EQUIPMENT SUPPLIER FOR INSTALLATION REQUIREMENTS / LOCATIONS OF FLOOR / WALL / CEILING MOUNTED ITEMS; I.E. CAMERAS, TV'S, SPEAKERS, SENSORS, SECURITY WIRING, VAULTS, ATMS.
- CONTRACTOR SHALL CONDUCT A ROUGH ELECTRICAL INSPECTION WITH OWNER, PRIOR TO ENCLOSING WALLS, FOR THE PURPOSE OF CONFIRMING ALL J-BOX LOCATIONS FOR POWER, DATA, VOICE, SWITCH, THERMOSTAT, ETC.
- CONTRACTOR TO FILL ANY AND ALL EQUIPMENT PENETRATIONS OR DEPRESSIONS INTO OR THROUGH THE EXISTING SLAB THAT WILL NOT BE UTILIZED TO FEED NEW EQUIPMENT (I.E. ABANDONED FLOOR CORES, IMPRESSION FROM PREVIOUS EQUIPMENT FLOOR-PLATE REMOVAL). PENETRATIONS SHALL BE FILLED WITH NON-SHRINK GROUT. THE SIDES OF ANY EXISTING OPENINGS SHALL BE MODIFIED/TAPERED SO THAT THEY ARE WIDER AT THE TOP THAN AT THE BOTTOM. FOR LARGE OPENINGS, PROVIDE ONE (1) #5 BAR 2" UP FROM BOTTOM OF HOLE.
- A TACTILE SIGN STATING 'EXIT' AND COMPLYING WITH ICC-A117.1 SHALL BE PROVIDED ADJACENT TO EACH DOOR TO AN 'AREA OF REFUGE', AN EXTERIOR AREA FOR ASSISTED RESCUE, AN EXIT STAIRWAY, AN EXIT RAMP, AN EXIT PASSAGEWAY, AND THE EXIT DISCHARGE.
- PROVIDE PERMANENT MIN 3-INCH HIGH CONTRASTING COLOR MARKING AND IDENTIFICATION AT ALL FIRE WALLS, FIRE BARRIERS, FIRE PARTITIONS, SMOKE BARRIERS, SMOKE PARTITIONS OR ANY OTHER WALL REQUIRED TO HAVE PROTECTED OPENINGS OR PENETRATIONS WITHIN 15 FEET AT THE END OF EACH WALL, AND NOT EXCEEDING 30 FEET MAXIMUM HORIZONTAL INTERVALS, MINIMUM 2 LOCATIONS EACH WALL, TYPICAL FOR ACCESSIBLE CONCEALED FLOOR, FLOOR-CEILING, OR ATTIC SPACES PER CODE (MBC 703.7)

**FLOOR PLAN KEY NOTES:**

(TYPICAL THIS SHEET ONLY)

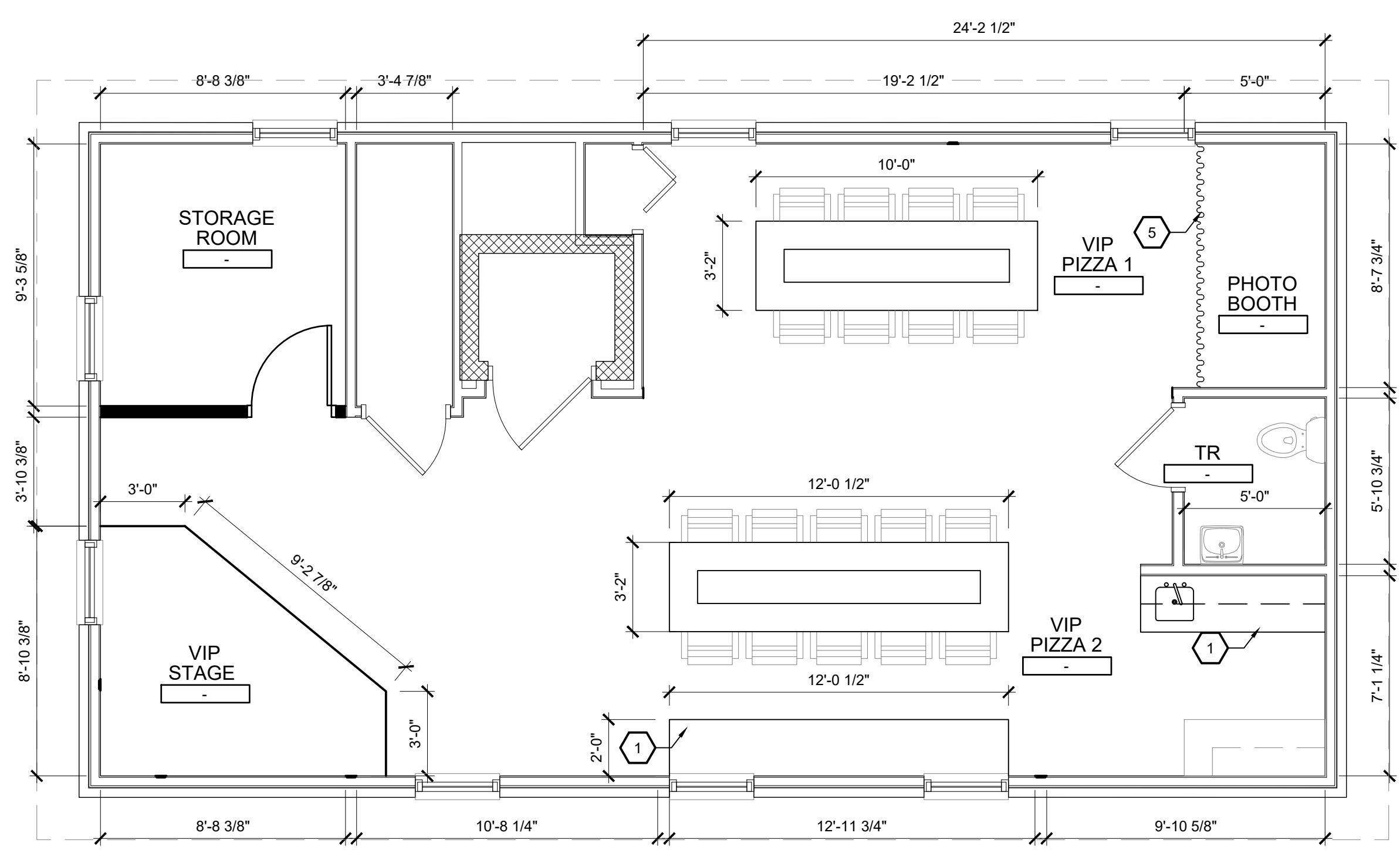
- 1 NEW MILLWORK COUNTER
- 2 NEW CLOTHING RACKS
- 3 NEW CHANGING ROOM BENCH
- 4 NEW MOP SINK
- 5 NEW PHOTO BOOTH CURTIAN

**PROJECT DATA:**

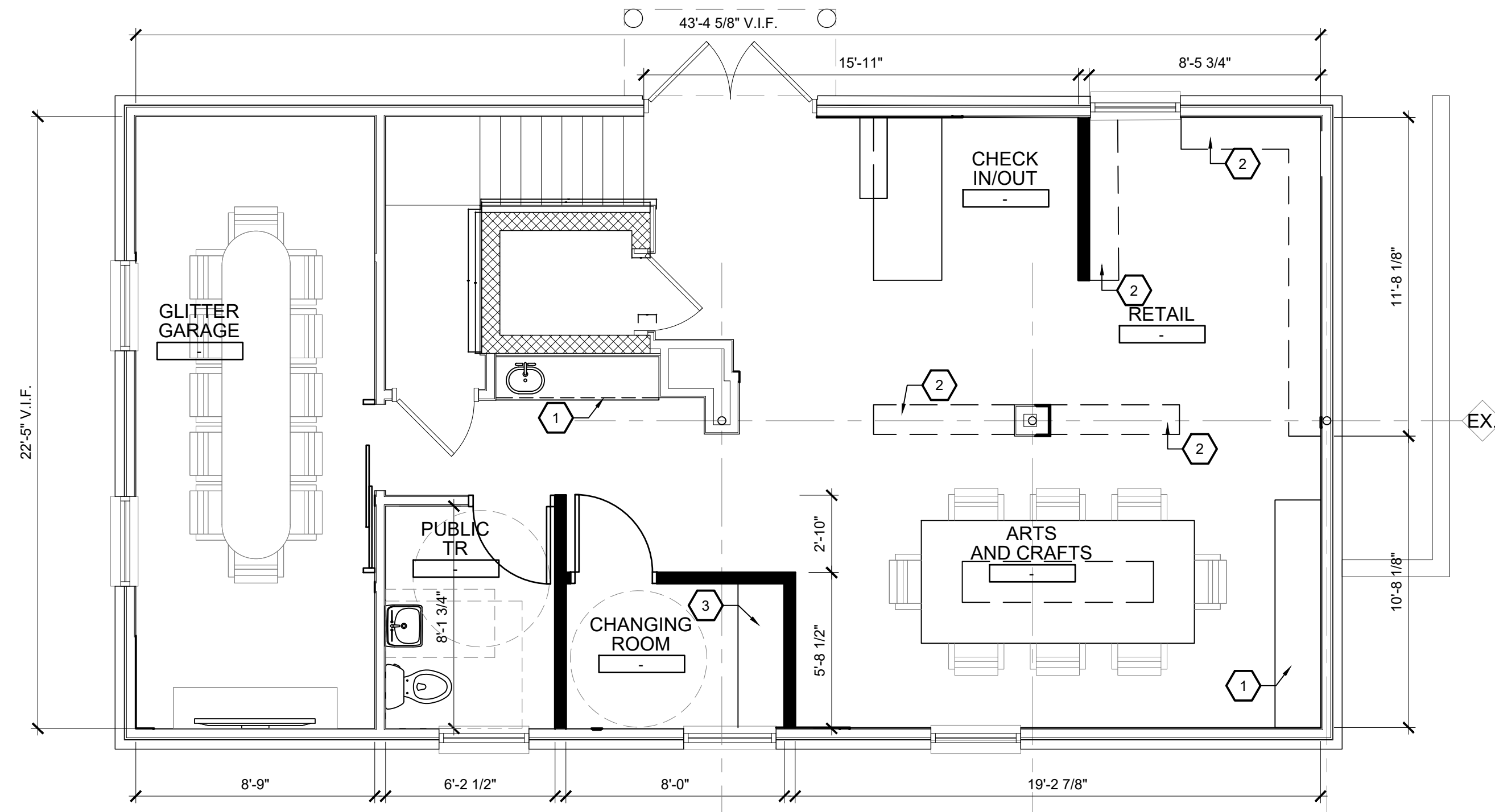
**BUILDING CODE AUTHORITY:**  
 CITY OF GROSSE POINTE WOODS

**PROJECT AREA:**  
 EXISTING BUILDING FOOTPRINT = 1,075 GSF  
 RENTABLE\* SQUARE FOOTAGE:  
 EXISTING UPPER LEVEL = 889 SF  
 EXISTING GROUND LEVEL = 879 SF  
 EXISTING LOWER LEVEL = 883 SF

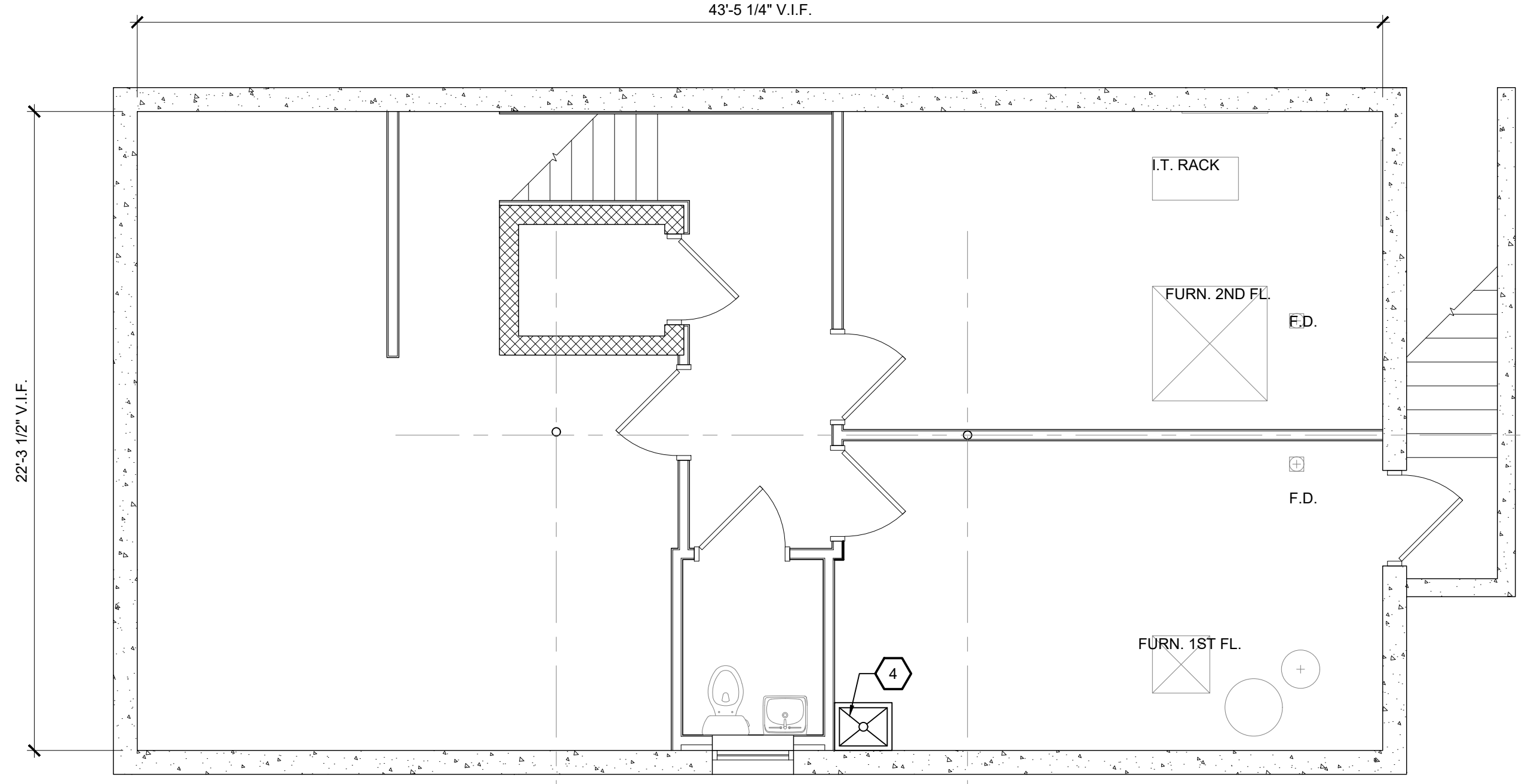
\*NET SQUARE FOOTAGE, NOT INCLUDING EXISTING STAIR & ELEVATOR



**FLOOR PLAN - UPPER LEVEL**  
 SCALE: 1/4" = 1'-0"  
 CONCEPT 1



**FLOOR PLAN - GROUND LEVEL**  
 SCALE: 1/4" = 1'-0"  
 CONCEPT 1



**FLOOR PLAN - LOWER LEVEL**  
 SCALE: 1/4" = 1'-0"  
 CONCEPT 1



May 1, 2024

City Council  
City of Grosse Pointe Woods  
20025 Mack Plaza Dr  
Grosse Pointe Woods, MI 48236

**Subject: 20100 Mack (Friendship Factory) Special Land Use Review**  
Parcel ID: 40-012-05-0090-000  
Zoning: C- Commercial Business (*if rezoning is approved*)

Dear Councilmembers,

Following the Planning Commission’s recommendation for approval of the special land use and approval of the site plan, Justin Buccellato (the “Applicant”) requests special land use approval for a children’s event space, called Friendship Factory, at 20100 Mack Avenue (the “Site”).

Since the specific use is not listed as a land use type in the Zoning Ordinance, a children’s event space would be considered a miscellaneous business establishment and it must be approved in accordance with the procedures set for a special land use approval, pending rezoning approval.

The Applicant has applied for a rezoning request from RO-1 Restricted Office to C-Commercial Business to allow for this use.

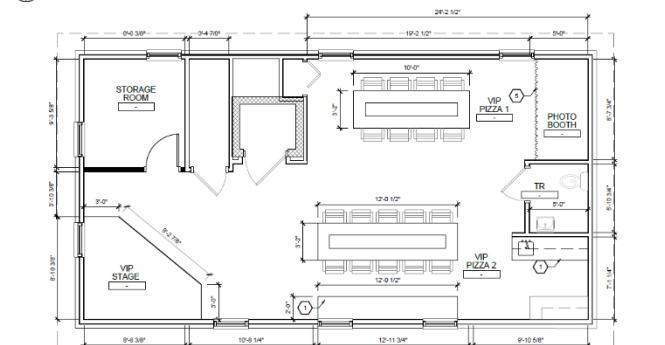
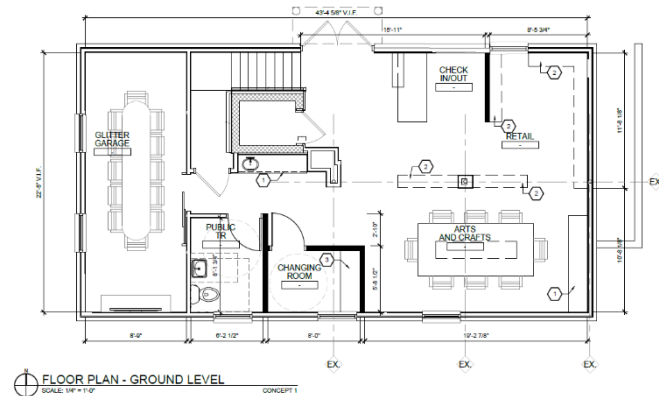


### PROJECT SUMMARY

The site plan application has been submitted and approved by the Planning Commission to conduct an interior renovation of the existing, unoccupied two-story office building that also has a basement storage area and a surface parking lot with nine off-street parking spaces. The interior renovation proposes adding a glitter room, an arts and crafts station, and a small retail space on the lower lever, with and a dining area and photo booth on the upper level.

The Friendship Factory operates as a pre-booked children’s event space that typically accommodates 6-8 children per party. They host one party at a time and do not book overlapping parties.

At the Planning Commission Meeting, following the public hearing, in which a neighboring resident on Fairholm Road shared concerns about adding this business type to the end of higher-traffic street that has limited on-street parking, one of the main points of discussion was the parking and drop-off pick-up traffic associated with this business type.





The site plan meets the off-street parking requirements set by Section 50-5.3; however, to accommodate the drop-off and pick-up flow of traffic, Planning Commission requested at least one off-street parking space be designated as drop-off pick-up only. This accommodation was included in the site plan approved at the April 23, 2024 Planning Commission meeting.

As an extra measure, the potential tenants have attempted to contact the property owner to the north, the medical office, to arrange a pro-active parking agreement to use their parking lot for any overflow parking needs; however, they have been unable to reach the owner. Nevertheless, based on the business model of the proposed business and the requirements of the Ordinance, arranging for additional off-street parking spaces is not mandatory.

## RECOMMENDATION

**Special Land Use Consideration.** As a special land use, there should be strict compliance with Ordinance regulations and Planning Commission/City Council may impose reasonable standards to offset negative impacts on surrounding properties.

Following the public hearing and review at the March 26, 2024 Planning Commission meeting, the following motion was made:

*I move to recommend approval of the proposed special land use for a children's event hall 20100 Mack Avenue (Parcel ID 44-012-05-0090-000) to City Council based on the findings of compliance with the Ordinance listed in the review and with the following conditions:*

- 1. The site is approved for rezoning from the RO-1 district to the C district;*
- 2. A shared parking agreement or parking waiver is approved, if necessary; and*
- 3. At least one off-street parking space is designated as a pick-up and drop-off loading space.*

Given that the site plan meets the off-street parking requirements of the Ordinance, a formal shared parking agreement or parking waiver is not necessary. Thus, we recommend the following motion of approval with conditions:

*I move to approve the special land use request for a children's event hall at 20100 Mack Avenue (Parcel ID 44-012-05-0090-000) based on the findings of compliance with the Ordinance, listed in the review and with the condition that at least one off-street parking space is designated as a pick-up and drop-off loading space.*

Respectfully submitted,

**McKENNA**

Brigitte Wolf, AICP  
Associate Planner



# Special Land Use Review

This project is reviewed against the Zoning Ordinance Miscellaneous Business Establishment requirements and the Master Plan for the City of Grosse Pointe Woods. We offer the following comments for your consideration; underlined items require additional discussion and/or identify outstanding items to be addressed.

## 1. HARMONY WITH MASTER PLAN (MI Zoning Enabling Act)

*Similar to the conditions of rezoning request, is the proposal consistent with the goals, policies, and future land use map of the Master Plan? Or, has applicant demonstrated conditions have changed significantly since the Master Plan was developed, and request is demonstrably consistent with the development trends in the area?*

**Findings:** The 2006 Master Plan Future Land Use Map designates this area as *Office*, described in the text of the Master Plan as, “All areas used for office purposes including professional and medical office complexes.” However, conditions and the demand for professional office spaces have since changed, especially since COVID-19, as more people work from home. The building, despite an exterior remodel for a more modern, appealing façade, has been vacant since September 2022. Additionally, the City is currently in the process of updating its Master Plan, which proposes removing Restricted Office designations and classifying this property, and all other properties abutting Mack Avenue, as Commercial.

## 2. HAZARDOUS OR DISRUPTIVE SMOKE, FUME, GLARE, NOISE, VIBRATION OR ODOR POLLUTION (Sec. 50-4.11)

*To promote such business development insofar as it is possible and appropriate in each area, uses are prohibited [in the C Commercial District] which would create hazards, offensive and loud noises, vibration, smoke, glare, heavy truck traffic or late hours of operation.*

**Findings:** Based on the proposed business plan for the children’s event space, with events and gatherings to occur indoors, we do not find any hazardous or disruptive impact that would prevent the proposed business from occupying this space. Based on comments received during the public hearing or findings by commissioners, City Council may impose reasonable standards to offset negative impacts to surrounding properties.

## 3. CONSISTENT WITH INTENT OF THE ZONING ORDINANCE (Sec. 50-3.1)

*The intent of the C Commercial Business district is to encourage the concentration of local business areas to the mutual advantage of both the consumers and merchants and thereby promote the best use of land at certain strategic locations and avoid the continuance of encouraging marginal strip business development along major streets.*

**Findings:** Pending rezoning approval, the proposed commercial business provides a service unique to nearby residential areas and offers a space for children’s planned gatherings, events, and/or parties. So long as the proposed business operates with enforcement of avoiding loud noises, vibration, smoke, glare, and late hours of operation, we find this proposed use as the best use of land and find that it encourages business development along Mack Avenue.

**CITY OF GROSSE POINTE WOODS**  
20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
Phone (313) 343-2440

**REZONING APPLICATION**

**RECEIVED**

MAR 01 2024

1. Applicant: Buccellato Development, LLC

Mailing Address: 20259 Mack Ave. Grosse Pointe Woods, MI 48236  
Street City Zip

Daytime Phone: (313) 300-7280 Fax: \_\_\_\_\_

2. Property Owner: Buccellato Development, LLC

Mailing Address: 20259 Mack Ave. Grosse Pointe Woods, MI 48236

Daytime Phone: (313) 300-7280 Fax: \_\_\_\_\_

3. Project Manager: (required) Stucky Vitale Architects

Mailing Address: 27172 Woodward Ave. Royal Oak, MI. 48067  
Street City Zip

Daytime Phone: (248) 546-6700 Fax: \_\_\_\_\_

Other Phone: \_\_\_\_\_

4. Address of Property: 20100 Mack Ave. Grosse Pointe Woods, MI.

5. Legal Description of Property: Lot 90, Fairholme No. 1, according to the plat thereof, as recorded in Liber 68 of Plats, Page 84, Wayne County Records.

\_\_\_\_\_  
(or attach a legal boundary description)

6. Permanent Parcel Number: Tax ID: 40-012-05-0090-000

7. Request: To Rezone From: RO-1 Restricted Office To: C Commercial

For the Following Purpose:

Renovation to an Event space as a Special Land Use under Section 50-4.11  
Miscellaneous business establishments of the Zoning Ordinance

Attach a detailed written statement fully explaining your request.

8. Present Use of Property: Vacant

---

9. Attach an Accurate Drawing of the Site Showing:

- a) Property boundaries
- b) Existing buildings
- c) Unusual physical features of the site or building
- d) Abutting streets
- e) Existing zoning on adjacent properties
- f) Location of buildings on adjacent properties

10. Names and Addresses of all other Persons, Firms or Corporations having a Legal or Equitable Interest in the Property:

---

Applicant must provide lease, purchase agreement or written authorization from Owner.

**DECLARATION:**

I, the applicant, do hereby declare that I am the owner, or the authorized agent of the owner, of the above, legally described property on which the request is proposed, and that the answers given herein are true to the best of my knowledge. I understand that if the request is granted, I am in no way relieved from all other applicable requirements of the City of Grosse Pointe Woods Zoning Ordinance.

By virtue of my application, I do hereby declare that the appropriate appointed officials and City staff responsible for the review of my application are given permission to visit and inspect the property regarding my petition in order to determine the suitability of the request.

Applicant Signature: \_\_\_\_\_  \_\_\_\_\_ Date: \_\_\_\_\_

Filing Fee: \$500.00



**CITY OF GROSSE POINTE WOODS  
INTERNAL TRACKING FORM**

- 1. Applicant: \_\_\_\_\_
- 2. Request: \_\_\_\_\_
- 3. Fee: \_\_\_\_\_
- 4. Dispersed as is Appropriate to the Following Departments for Review and Comments with Recommendations:

|                                      | <u>Date Dispersed</u> | <u>Date Report Received</u> |
|--------------------------------------|-----------------------|-----------------------------|
| BUILDING & ENGINEERING DEPT.         | _____                 | _____                       |
| CITY ATTORNEY (If Applicable)        | _____                 | _____                       |
| DEPT. OF PUBLIC WORKS                | _____                 | _____                       |
| FIRE DEPT.                           | _____                 | _____                       |
| PLANNING COMMISSION                  | _____                 | _____                       |
| POLICE DEPT.                         | _____                 | _____                       |
| COMMUNITY DEV. DEPT. (If Applicable) | _____                 | _____                       |
| COMMENTS:                            |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |
| _____                                |                       |                             |

**CITY OF GROSSE POINTE WOODS**  
**Building Department**  
20025 Mack Plaza, Grosse Pointe Woods, MI 48236  
(313) 343-2426

**SITE PLAN REVIEW**

**COMMERCIAL – Zoned As – Please Check One:**

- C – Commercial Business       RO-1 – Restricted Office       P-1 – Vehicular Parking  
 CF – Community Facilities       C-2 – High Intensity City Ctr

Property Owner Name: Buccellato Development, LLC      Date: 03.01.2024

GPW Property Address: 20100 Mack Ave. Grosse Pointe Woods, MI.

Telephone #: Work (313) 300-7280      Home: \_\_\_\_\_

Contractor/Applicant Name: Stucky Vitale Architects

Telephone # (248) 546-6700      Mobile Phone # \_\_\_\_\_      Fax # \_\_\_\_\_

Contractor/Applicant Address: 27172 Woodward Ave. Royal Oak, MI. 48067      e-mail: jvitale@stuckyvitale.com

MI Builder's License #: \_\_\_\_\_      MI Driver's License #: \_\_\_\_\_

**Nature of Proposed Work:**

Interior renovation and re-occupancy of an existing unoccupied office building to an event space "Friendship Factory".

Buccellato Development, LLC Address: 20259 Mack Ave. Grosse Pointe Woods, MI 48236

Value of Construction \$ 85,000

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Applicant Signature: \_\_\_\_\_

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

|  |        |                 |
|--|--------|-----------------|
| #50-7.10 Special Land Use PC Fee:          | \$ 250 |                 |
| PC Site Plan Review Fee:                   | \$ 350 |                 |
| Deposit – Est. Costs Incurred by the City: | \$ 400 |                 |
| <b>PC APPLICATION FEE DUE:</b>             |        | <b>\$ 1,000</b> |

Date Received: \_\_\_\_\_ Name: \_\_\_\_\_



**CITY OF GROSSE POINTE WOODS  
DEPARTMENT OF PUBLIC SAFETY**

*JOHN G. KOSANKE, Director*

20025 Mack Plaza

Grosse Pointe Woods, MI 48236-2397



Date: March 25, 2024

To: Building Department

From: Director John G. Kosanke

Subject: 20100 Mack Ave, Site Plan Review

**RECEIVED**  
**MAR 25 2024**  
CITY OF GROSSE PTE WOODS  
BUILDING DEPARTMENT

I have reviewed the site plan that was submitted for the proposed project at 20100 Mack Ave. The proposed project and rezoning will not have a negative impact on Public Safety Operations.

Respectfully,

Director John G. Kosanke

MEMO 24-17

To : Planning Commission

From : James Kowalski, Director of Public services

Date: May 3, 2024

Subject: Rezoning of 20100 Mack Ave

I have reviewed the rezoning / site review request by applicant Justin Buccellato.

The footprint and exterior are remaining the same, therefore will not have any impact on the Department of Public Services or its utilities.

Please contact me if you have any questions

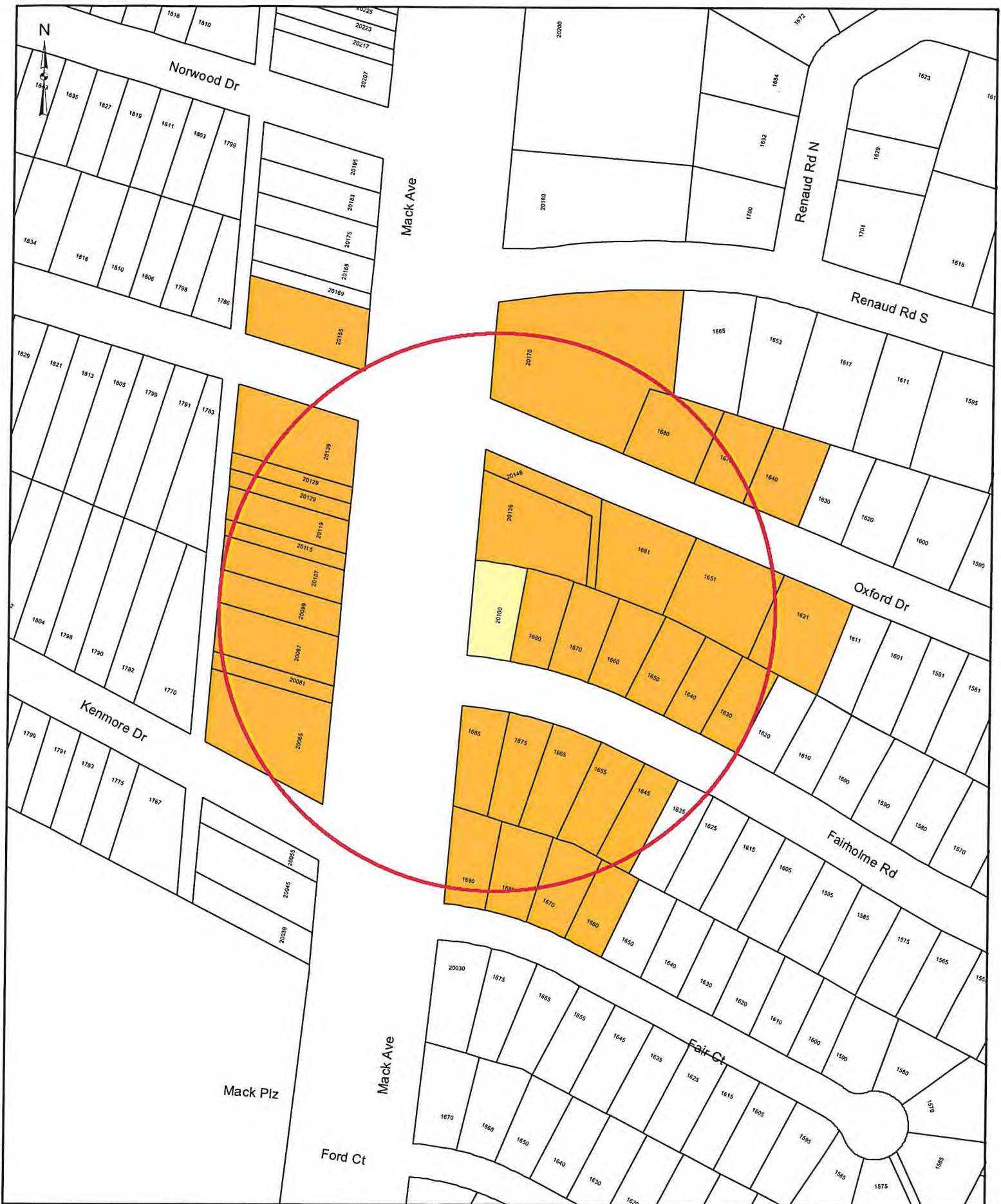


20100 Mack Avenue - 300' Radius

|    | A               | B                 | C                             | D                          | E                          | F                              |
|----|-----------------|-------------------|-------------------------------|----------------------------|----------------------------|--------------------------------|
| 1  | PARCEL          | ADDRESS           |                               | OWNER                      | OWNER ADDRESS              | OWNER CITY/ST/ZIP              |
| 2  | 011 01 1603 000 | 20139 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20139 MACK AVENUE LLC      | 20139 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 3  | 009 01 0002 002 | 1680 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | FELTS, GARY                | 1680 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 4  | 011 01 1562 000 | 20155 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20155 MACK LLC             | 1270 N OXFORD              | GROSSE POINTE WOODS, MI 48236  |
| 5  |                 |                   |                               | OCCUPANT                   | 20155 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 6  | 008 01 0490 000 | 1665 S RENAUD RD  | GROSSE POINTE WOODS, MI 48236 | DOUGHERTY, PATRICIA - JON  | 1665 S RENAUD RD           | GROSSE POINTE WOODS, MI 48236  |
| 7  | 009 01 0003 002 | 1670 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | FRANCIS, JAMES W           | 1670 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 8  | 009 01 0004 002 | 1640 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | WORDEN, WILLIAM T          | 1640 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 9  | 011 01 1606 000 | 20129 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20129 MACK LLC             | 20139 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 10 |                 |                   |                               | OCCUPANT                   | 20129 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 11 | 011 01 1608 000 | 20119 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | COOK, HONG                 | 20119 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 12 | 011 01 1610 000 | 20115 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20107 MACK AVE LLC         | 20107 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 13 | 011 01 1611 002 | 20107 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | 20107 MACK AVE LLC         | 20107 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 14 | 012 05 0090 000 | 20100 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | MACK & FAIRHOME LLC        | 503 LAKESHORE ROAD         | GROSSE POINTE SHORES, MI 48236 |
| 15 |                 |                   |                               | OCCUPANT                   | 20100 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 16 | 012 05 0089 000 | 1680 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | KETELS, KEVIN              | 1680 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 17 | 011 01 1613 000 | 20099 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | CASEY, MARTIN              | 221 RIDGE RD               | GROSSE POINTE FARMS, MI 48236  |
| 18 |                 |                   |                               | OCCUPANT                   | 20099 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 19 | 009 01 0290 000 | 1621 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | MCATEE, JOHN R             | 1621 OXFORD RD             | GROSSE POINTE WOODS, MI 48236  |
| 20 | 012 05 0088 000 | 1670 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | YOUNGBLOOD, JOSEPH P       | 1670 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 21 | 012 05 0087 000 | 1660 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | OWEN, STEPHANIE & JUSTIN   | 1660 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 22 | 011 01 1615 000 | 20091 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | CAPRARA, JULIA             | 471 SHOREHAM RD            | GROSSE POINTE WOODS, MI 48236  |
| 23 |                 |                   |                               | OCCUPANT                   | 20091 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 24 | 012 05 0086 000 | 1650 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | LAZARUS, NICHOLAS          | 1650 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 25 | 012 05 0085 000 | 1640 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | DONALDSON, GAIL F (TRUST)  | 1640 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 26 | 011 01 1618 000 | 20081 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | LESCHER INVESTMENTS LLC    | 58976 VALLEY VIEW DRIVE    | WASHINGTON, MI 48094           |
| 27 |                 |                   |                               | OCCUPANT                   | 20081 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 28 | 012 05 0084 000 | 1630 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | KARS, DAVON-FRANCES        | 1630 FAIRHOME              | GROSSE POINTE WOODS, MI 48236  |
| 29 | 011 01 1619 000 | 20065 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | FIFTH THIRD BANK           | 2727 LBJ FREEWAY SUITE 806 | DALLAS, TX 75234               |
| 30 |                 |                   |                               | FIFTH THIRD BANK           | 20065 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 31 | 012 05 0083 000 | 1620 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | SZABO, ROBERT P - MONICA M | 1620 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 32 | 012 05 0027 000 | 1685 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | DOMUS ELIT TERRAM, LLC     | 8300 LONG ISLAND CT        | FAIR HAVEN, MI 48023           |
| 33 |                 |                   |                               | OCCUPANT                   | 1685 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 34 | 012 05 0028 000 | 1675 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | SCARSELLA, JAMES           | 1675 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 35 | 012 05 0029 000 | 1665 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | ARMBRUSTER, STEPHEN P      | 1665 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 36 | 012 05 0030 000 | 1655 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | MONDALE, K GEORGE          | 1655 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 37 | 012 05 0031 000 | 1645 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | COLLIER, SARAH             | 1645 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 38 | 012 05 0032 000 | 1635 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | ZASACKY, DOUGLAS           | 1635 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 39 | 012 05 0033 000 | 1625 FAIRHOLME RD | GROSSE POINTE WOODS, MI 48236 | NELSON, ANTHONY            | 1625 FAIRHOLME RD          | GROSSE POINTE WOODS, MI 48236  |
| 40 | 012 04 0001 000 | 1690 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | STONISCH, MARY S           | 20040 MACK AVE             | GROSSE POINTE WOODS, MI 48236  |
| 41 |                 |                   |                               | OCCUPANT                   | 1690 FAIRCOURT ST          | GROSSE POINTE WOODS, MI 48236  |
| 42 | 012 04 0002 000 | 1680 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | KADE, DAVID - PATRICIA     | 1680 FAIRCOURT ST          | GROSSE POINTE WOODS, MI 48236  |

20100 Mack Avenue - 300' Radius

|    | A               | B                 | C                             | D                          | E                 | F                             |
|----|-----------------|-------------------|-------------------------------|----------------------------|-------------------|-------------------------------|
| 43 | 012 04 0003 000 | 1670 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | RUDOLPH, BURTON            | 1670 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 |
| 44 | 012 04 0004 000 | 1660 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 | BEIL, IAN J. - CAROLINE C. | 1660 FAIRCOURT ST | GROSSE POINTE WOODS, MI 48236 |
| 45 | 009 01 0001 000 | 20160 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | REAL PROPERTIES INC        | 20160 MACK AVE    | GROSSE POINTE WOODS, MI 48236 |
| 46 | 009 01 0291 002 | 1651 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | PEPLER, JANET L            | 1651 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 |
| 47 | 009 01 0293 004 | 1681 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 | ASHLEY, PAUL J. & ORVILLA  | 1681 OXFORD RD    | GROSSE POINTE WOODS, MI 48236 |
| 48 | 009 01 0295 002 | 20136 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | BC1 OFFICE LLC             | 20136 MACK AVE    | GROSSE POINTE WOODS, MI 48236 |
| 49 | 009 01 0295 001 | 20148 MACK AVE    | GROSSE POINTE WOODS, MI 48236 | LAKMACK LLC                | 20148 MACK AVE    | GROSSE POINTE WOODS, MI 48236 |



Select Parcels within 300'  
of 20100 Mack Ave.



RECEIVED  
APR 17 2024  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

AFFIDAVIT OF LEGAL PUBLICATION

# Grosse Pointe News

16980 Kercheval Pl  
Grosse Pointe, Michigan 48230  
(313)882-3500

COUNTY OF WAYNE  
STATE OF MICHIGAN, SS.

Melanie Mahoney

being duly sworn deposes and says that attached advertisement of

CITY OF GROSSE POINTE WOODS

was duly published in accordance with instructions, in the GROSSE POINTE NEWS on  
the following date: APRIL 18, 2024

#2 PHN REZONING SPL 5-6

and knows well the facts stated herein, and that she is the Administrative Assistant  
of said newspaper.

Robert M Ardelan

Melanie Mahoney

City of **Grosse Pointe Woods**, Michigan  
**NOTICE OF PUBLIC HEARING**

**NOTICE IS HEREBY GIVEN** that the Grosse Pointe Woods City Council, under the provisions of Public Act 110 of 2006, MCL 125.3101 as amended, and Grosse Pointe Woods City Code of 2022 Chapter 50, Article 7, Section 50-7.15, will hold multiple Public Hearings on Tuesday, May 6, 2024 at 7:00 p.m., at City Hall in the Council Chamber/Courtroom (located at 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236) for the following purposes: 1) consider rezoning of 20100-20102 Mack Avenue from RO-1 Restricted Office to C Commercial and 2) consider special land use for 20100-20102 Mack to be a children's event space.

All interested persons are invited to attend and will be given opportunity for public comment. The public may appear in person or be represented by counsel. Written comments will be received in the City Clerk's Office, up to close of business preceding the hearing. Individuals with disabilities requiring auxiliary aids or services at the meeting should contact the Grosse Pointe Woods Clerk's Office at 313-343-2440 seven days prior to the meeting. The agenda and pertinent documents will be available at [www.gpwmt.us](http://www.gpwmt.us).

For additional project information, contact the Building and Planning Department at 313-343-2426 or e-mail [building@gpwmt.us](mailto:building@gpwmt.us).

**ROBERT M ARDELAN**  
NOTARY PUBLIC - STATE OF MICHIGAN  
COUNTY OF MACOMB  
My Commission Expires October 29, 2028  
*Weyne*

Paul P. Antolin  
City Clerk

City of **Grosse Pointe Woods**, Michigan

**NOTICE OF PUBLIC HEARING - CORRECTION**

The notice for Grosse Pointe Woods regarding multiple public hearings: 1) Consider rezoning of 20100 – 20102 Mack Avenue from R0-1 (Restricted Office) to C (Commercial) and 2) Consider special land use for 20100 – 20102 to be a children's event space, will be held on Monday, May 6, 2024 @ 7:00 p.m. at City Hall in the Council Chamber/Courtroom located at 20025 Mack Plaza Drive. The original notice in last week's issue stated Tuesday rather than Monday, May 6, 2024.

Paul P. Antolin  
City Clerk



TRANSMITTAL COVER SHEET

To: Mollie Mackinnon

From: James McNelis

COMPANY: City of Grosse Pointe Woods  
Building Department

DATE: 03.06.2024  
SVA PROJECT NO: 2024.023  
PROJECT NAME: Friendship Factory

PURPOSE FOR:

APPROVAL  USE  REVIEW & COMMENT  RECORD  DISTRIBUTION

ENCLOSURES:

| COPIES | DATE     | ISSUED FOR      | DESCRIPTION                             |
|--------|----------|-----------------|---|
| 14     | 02.16.24 | Site Plan + SLU | 24x36 Site Plan Approval + SLU Drawings |
| 1      | 03.01.24 | Site Plan + SLU | Application form                        |
| 1      | 03.06.24 | Site Plan + SLU | Application fee (check)                 |
| 1      | 02.16.24 | Site Plan + SLU | Digital Copy - issued via email         |

COMMENTS:

TRANSMITTED VIA:

MESSENGER  UPS GROUND  UPS OVERNIGHT  USPS  ELECTRONICALLY  PICK UP  
 OTHER Drop Off

CC:



**LEGAL DESCRIPTION**  
 Land situated in the City of Grosse Pointe Woods, County of Wayne, State of Michigan, described as follows:  
 Lot 90, Fairholme No. 1, according to the plat thereof, as recorded in Liber 68 of Plats, Page 84, Wayne County Records.  
 20100 Mack Avenue  
 Tax ID: 40-012-05-0090-000

**BASIS OF BEARING NOTE**  
 The basis of bearing for this survey was established by the aforesaid recorded Plat.

**TITLE NOTES**  
 2. Any facts, rights, interests, or claims that are not shown by the Public Records but that could be ascertained by making inquiry of persons in possession of the Land.  
 3. Easements, encumbrances, or claims thereof, not shown by the Public Records.  
 7. Rights of the public and any governmental unit in any part of the land taken, deeded or used for street, road or highway purposes.  
 8. Covenants, conditions and restrictions and other provisions as contained in instrument recorded in Liber 5817, Page 331, Wayne County Records. Please be advised that any provision contained in this document, or in a document that is attached, linked, or referenced in this document, that under applicable law illegally discriminates against a class of individuals based upon personal characteristics such as race, color, religion, sex, sexual orientation, gender identity, familial status, disability, national origin, or any other legally protected class, is illegal and unenforceable. [LOCATION OF BUILDING SETBACK RESTRICTIONS IS SHOWN].  
 9. Subject to the easements, restrictions and reservations contained in the Fairholme No. 1 Plat recorded in Liber 68, Page(s) 84, Wayne County Records. [LOCATION OF EASEMENT WITHIN THE SURVEYED LAND IS SHOWN].  
 10. Interest of others in oil, gas and mineral rights, if any, whether or not recorded in the Public Records.  
 11. Interest, if any, of the United States, State of Michigan, or any political subdivision thereof, in the oil, gas and minerals in and under and that may be produced from the captioned Land.  
 15. Rights of tenants under any unrecorded leases.

**SITE DATA**  
 Gross Land Area: 6,310 Square Feet or 0.145 Acres.  
 Zoned: P-1 (Vehicular Parking District)  
 Building Setbacks:  
 Front= None  
 Sides= 20' Parking structure  
 Rear= None  
 Max. Building Height permitted: Attendant's shelter-15'; Parking structure-30'  
 Total Parking: 5 spaces including 0 barrier free (handicap) spaces.  
 The above setback & height requirements were obtained from the City of Grosse Pointe Woods Zoning Ordinance.

**NOTE:** The setbacks & height restrictions noted above are for reference purposes only and should not be used for design or construction and should not be used to determine compliance. A surveyor cannot make a certification on the basis of an interpretation or opinion of another party. A zoning endorsement letter should be obtained from the City of Grosse Pointe Woods to insure conformity as well as make a final determination of the required building setback & height requirements.

**FLOOD HAZARD NOTE**  
 The Property described on this survey is not located in a Special Flood Hazard Area as defined by the Federal Emergency Management Agency, the property lies within Map No. 28163C0171F. According to the current available Map Index for Wayne County, Michigan, dated 10-21-2021, Map No. 28163C0171F is not printed and is indicated as being a No Special Flood Hazard Area.

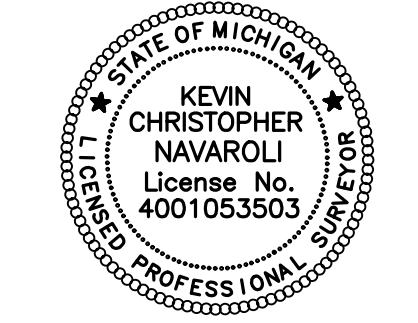
**TABLE A NOTES**  
 16: There was no observable evidence of current earth moving work, building construction or building additions observed in the process of conducting the fieldwork.  
 17: There are no known proposed changes in street right-of-way lines available from the controlling jurisdiction.  
 17: There was no observable evidence of recent street or sidewalk construction or repairs observed in the process of conducting the fieldwork.  
 18: Improvements within offsite easements or servitudes as provided by the Title Company are shown within 25 feet of the subject land only.

**SURVEYOR'S CERTIFICATION**  
 To:  
 Buccellato Development LLC  
 Daher B. Rahi and Jeanette Rahi, his wife  
 Title Connect  
 First American Title Insurance Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 6(a), 6(b), 7(a), 7(b), 7(c), 8, 9, 11(a), 13, 14, 16, 17, 18 & 19 of Table A thereof.

The field work was completed on 09-22-2022.

*Kevin Christopher Navaroli*  
 Kevin Christopher Navaroli, P.S.  
 No. 4001053503  
 Date of Plat or Map: 10-04-2022  
 Revised:



**PROJECT**  
 "HOME INSTEAD"  
 SENIOR CARE

**PROJECT LOCATION**  
 No. 20100  
 Mack Avenue  
 Part of Private Claim 393  
 City of Grosse Pointe Woods,  
 Wayne County, MI

**SHEET**  
 ALTA / NSPS  
 Land Title Survey

**REVISIONS**  
 SITE PLAN APPROVAL 04.18.24  
 MARKUP BY: JPM (SVA)

**DRAWN BY:**  
 A.G.

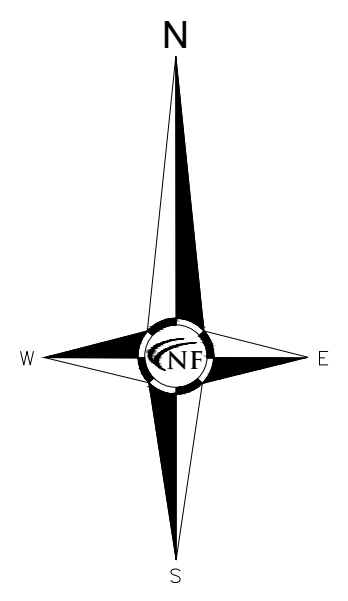
**APPROVED BY:**  
 K.N./R.FRAUS

**EMAIL:**  
 rfraus@nfe-engr.com

**DATE ISSUED:**  
 10-04-2022

**SCALE:**  
 1"=10'

**NFE JOB NO. SHEET NO.**  
 N216 1 of 1



**LEGEND**

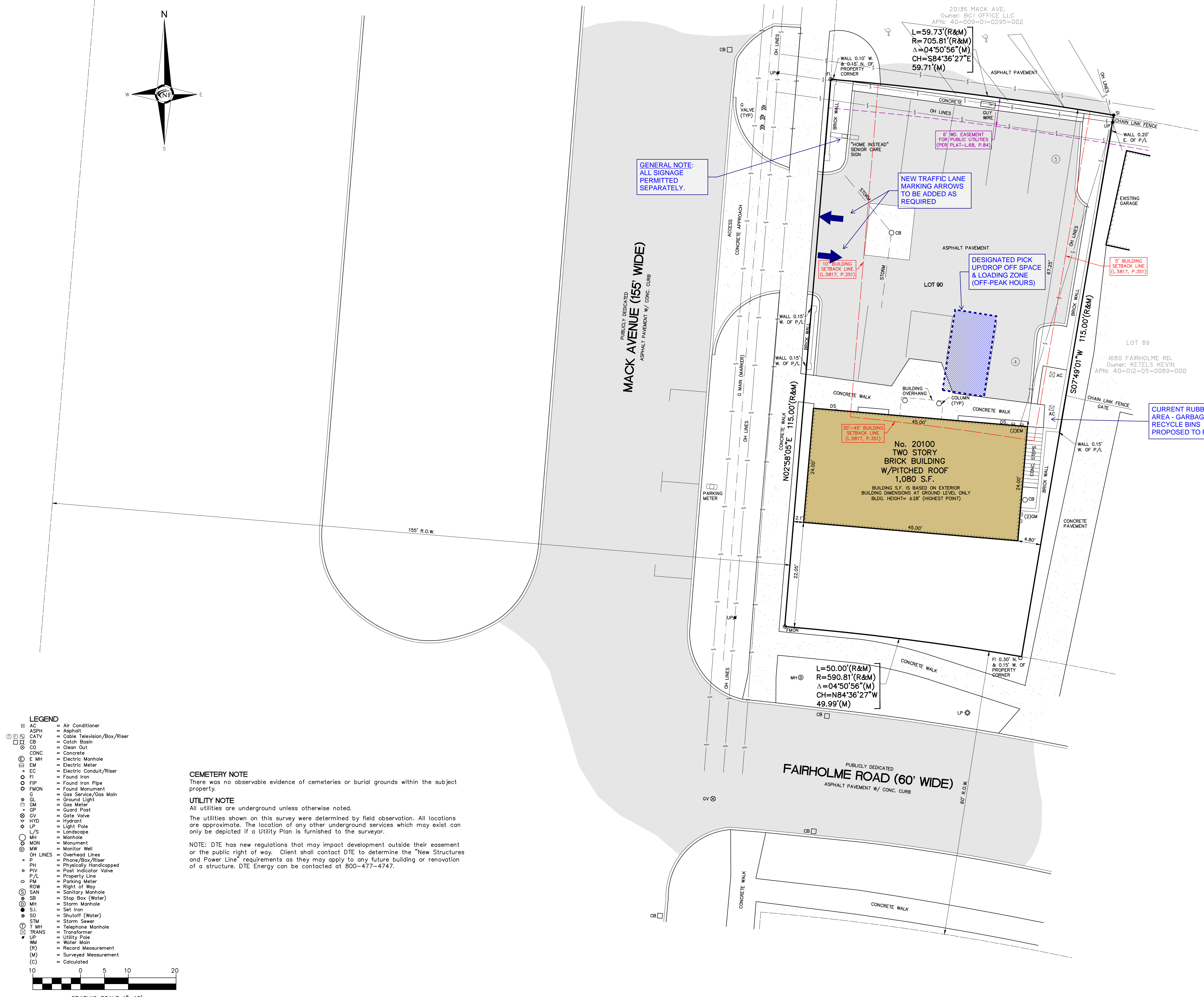
- AC = Air Conditioner
- ASPH = Asphalt
- CATV = Cable Television/Box/Riser
- CB = Catch Basin
- CO = Clean Out
- CONC = Concrete
- EMH = Electric Manhole
- EM = Electric Meter
- EC = Electric Conduit/Riser
- FI = Found Iron
- FIP = Found Iron Pipe
- FMON = Found Monument
- G = Gas Service/Gas Main
- GL = Ground Light
- GM = Gas Meter
- GP = Guard Post
- GV = Gate Valve
- HYD = Hydrant
- LP = Light Pole
- L/S = Landscape
- MH = Manhole
- MON = Monument
- MW = Monitor Well
- OH LINES = Overhead Lines
- PI = Phone/Box/Riser
- PH = Physically Handicapped
- PIV = Post Indicator Valve
- P/L = Property Line
- PM = Parking Meter
- ROW = Right of Way
- SAN = Sanitary Manhole
- SB = Stop Box (Water)
- SMH = Storm Manhole
- S.I. = Set Iron
- SD = Shutoff (Water)
- STM = Storm Sewer
- T.MH = Telephone Manhole
- TRANS = Transformer
- UP = Utility Pole
- WM = Water Main
- (R) = Record Measurement
- (M) = Surveyed Measurement
- (C) = Calculated

**CEMETERY NOTE**  
 There was no observable evidence of cemeteries or burial grounds within the subject property.

**UTILITY NOTE**  
 All utilities are underground unless otherwise noted.  
 The utilities shown on this survey were determined by field observation. All locations are approximate. The location of any other underground services which may exist can only be depicted if a Utility Plan is furnished to the surveyor.

**NOTE:** DTE has new regulations that may impact development outside their easement or the public right of way. Client shall contact DTE to determine the "New Structures and Power Line" requirements as they may apply to any future building or renovation of a structure. DTE Energy can be contacted at 800-477-4747.

**GRAPHIC SCALE 1"=10'**



GENERAL NOTE:  
 ALL SIGNAGE  
 PERMITTED  
 SEPARATELY.

NEW TRAFFIC LANE  
 MARKING ARROWS  
 TO BE ADDED AS  
 REQUIRED

DESIGNATED PICK  
 UP/DROP OFF SPACE  
 & LOADING ZONE  
 (OFF-PEAK HOURS)

CURRENT RUBBISH  
 AREA - GARBAGE AND  
 RECYCLE BINS  
 PROPOSED TO REMAIN.

No. 20100  
 TWO STORY  
 BRICK BUILDING  
 W/PITCHED ROOF  
 1,080 S.F.  
 BUILDING S.F. IS BASED ON EXTERIOR  
 BUILDING DIMENSIONS AT GROUND LEVEL ONLY  
 BLDG. HEIGHT= 22' (HIGHEST POINT)

L=50.00'(R&M)  
 R=590.81'(R&M)  
 Δ=04°50'56"(M)  
 CH=N84°36'27"W  
 49.99'(M)

FAIRHOLME ROAD (60' WIDE)  
 ASPHALT PAVEMENT W/ CONC. CURB

MACK AVENUE (155' WIDE)  
 ASPHALT PAVEMENT W/ CONC. CURB

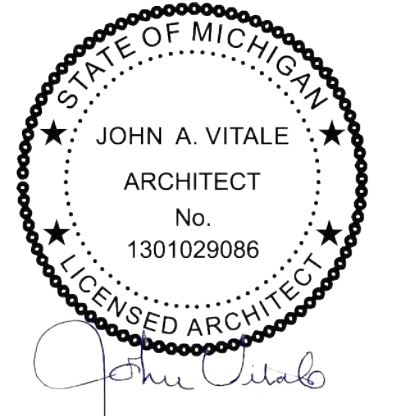




**STUCKY VITALE ARCHITECTS**  
 27172 WOODWARD AVENUE  
 ROYAL OAK, MI 48067-0925  
 P. 248.546.6700  
 F. 248.546.8454  
 WWW.STUCKYVITALE.COM

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 STUCKY VITALE ARCHITECTS. THIS INFORMATION IS  
 PROTECTED UNDER U.S. COPYRIGHT LAW, ALL  
 RIGHTS RESERVED

Consultants:



Project:  
**FRIENDSHIP FACTORY**  
 20102 MACK AVE,  
 GROSSE POINTE WOODS,  
 MI. 48236

Issued for:  
 OWNER REVIEW 02.16.24

Drawn by:  
 CRB, JFM, JFN  
 Checked by:  
 JAV  
 Sheet Title:  
 FLOOR PLAN  
 SCHEME 1

Project No.:  
**2024.023**  
 Sheet No.:  
**A101**

DO NOT SCALE DRAWINGS  
 © 2020 Stucky Vitale Architects

**GENERAL FLOOR PLAN NOTES:**

- THIS DRAWING IS DIAGRAMMATIC AND SHOULD BE USED TO DETERMINE THE DESIGN INTENT. THE CONTRACTOR IS RESPONSIBLE FOR THE COMPLETE SET OF WORK AS INDICATED AND SHALL FIELD VERIFY ALL WORK. COORDINATE ALL DRAWINGS / NEW WORK AND SHALL NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN THE DOCUMENTS BEFORE PROCEEDING. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR TAKING FULL RESPONSIBILITY AND LIABILITY FOR SAID DISCREPANCIES.
- ALL DIMENSIONS ARE SHOWN FROM FINISH FACE TO FINISH FACE OF PARTITION UNLESS OTHERWISE NOTED.
- WALL THICKNESS ARE NOMINAL NOT ACTUAL DIMENSIONS. SEE WALL SCHEDULE FOR ACTUAL DIMENSIONS.
- ALL WOOD, INCLUDING BLOCKING, USED ON THE PROJECT SHALL BE FIRE RETARDANT TREATED.
- ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL LOCAL, STATE, COUNTY CODE REGULATIONS, O.S.H.A., AND THE AMERICAN WITH DISABILITIES ACT (ADA). REFER TO THE CODE PLAN FOR MORE INFORMATION.
- PROVIDE POSITIVE SLOPE TO ALL FLOOR DRAINS WHILE KEEPING FLOOR LEVEL AT WALL BASE CONDITION.
- PROVIDE TRANSITION STRIPS AT EACH CHANGE IN FLOOR FINISH MATERIALS.
- PAINT, PATCH AND REPAIR THE FOLLOWING TO MATCH EXISTING MATERIALS: FLOOR, WALL AND CEILING SURFACES AS REQUIRED ADJACENT TO AREAS BEING DEMOLISHED. REFER TO DEMOLITION DRAWINGS FOR MORE INFORMATION.
- REINFORCE WALL AND PROVIDE BLOCKING AS REQUIRED TO SUPPORT WALL CABINETS AND COUNTERTOPS.
- THE CONTRACTOR SHALL PROVIDE AND INSTALL WALL REINFORCING FOR INSTALLATION OF ACCESSORIES, COAT RACKS, CHART RACKS, CASEWORK, AND OTHER WALL MOUNTED ITEMS.
- CLEAN AND REPAIR ALL EXISTING FLOOR FINISHES AS NECESSARY.
- ALL EXPOSED PIPES, DUCTS, AND CONDUIT TO BE PAINTED TO MATCH EXISTING.
- PROVIDE CONTROL JOINTS IN GYPSUM BOARD PARTITIONS AT 30'-0" O.C. MAXIMUM AND AS INDICATED IN THE CONTRACT DOCUMENTS.
- COORDINATE WITH OWNER'S EQUIPMENT SUPPLIER FOR INSTALLATION REQUIREMENTS / LOCATIONS OF FLOOR / WALL / CEILING MOUNTED ITEMS; I.E. CAMERAS, TV'S, SPEAKERS, SENSORS, SECURITY WIRING, VAULTS, ATMS.
- CONTRACTOR SHALL CONDUCT A ROUGH ELECTRICAL INSPECTION WITH OWNER, PRIOR TO ENCLOSING WALLS, FOR THE PURPOSE OF CONFIRMING ALL J-BOX LOCATIONS FOR POWER, DATA, VOICE, SWITCH, THERMOSTAT, ETC.
- CONTRACTOR TO FILL ANY AND ALL EQUIPMENT PENETRATIONS OR DEPRESSIONS INTO OR THROUGH THE EXISTING SLAB THAT WILL NOT BE UTILIZED TO FEED NEW EQUIPMENT (I.E. ABANDONED FLOOR CORES, IMPRESSION FROM PREVIOUS EQUIPMENT FLOOR-PLATE REMOVAL). PENETRATIONS SHALL BE FILLED WITH NON-SHRINK GROUT. THE SIDES OF ANY EXISTING OPENINGS SHALL BE MODIFIED/TAPERED SO THAT THEY ARE WIDER AT THE TOP THAN AT THE BOTTOM. FOR LARGE OPENINGS, PROVIDE ONE (1) #5 BAR 2" UP FROM BOTTOM OF HOLE.
- A TACTILE SIGN STATING 'EXIT' AND COMPLYING WITH ICC-A117.1 SHALL BE PROVIDED ADJACENT TO EACH DOOR TO AN 'AREA OF REFUGE', AN EXTERIOR AREA FOR ASSISTED RESCUE, AN EXIT STAIRWAY, AN EXIT RAMP, AN EXIT PASSAGEWAY, AND THE EXIT DISCHARGE.
- PROVIDE PERMANENT MIN 3-INCH HIGH CONTRASTING COLOR MARKING AND IDENTIFICATION AT ALL FIRE WALLS, FIRE BARRIERS, FIRE PARTITIONS, SMOKE BARRIERS, SMOKE PARTITIONS OR ANY OTHER WALL REQUIRED TO HAVE PROTECTED OPENINGS OR PENETRATIONS WITHIN 15 FEET AT THE END OF EACH WALL, AND NOT EXCEEDING 30 FEET MAXIMUM HORIZONTAL INTERVALS, MINIMUM 2 LOCATIONS EACH WALL, TYPICAL FOR ACCESSIBLE CONCEALED FLOOR, FLOOR-CEILING, OR ATTIC SPACES PER CODE (MBC 703.7)

**FLOOR PLAN KEY NOTES:**

(TYPICAL THIS SHEET ONLY)

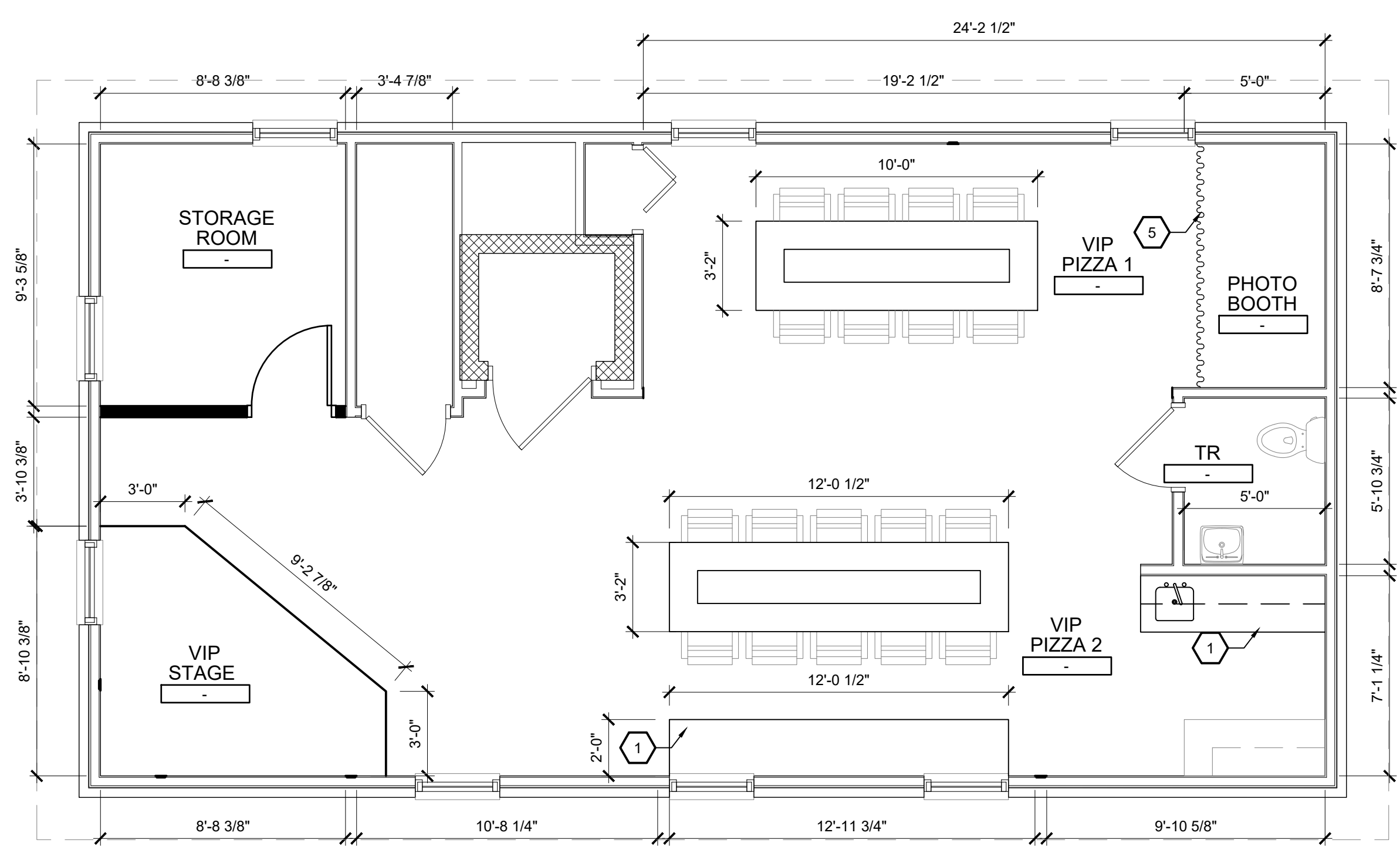
- 1 NEW MILLWORK COUNTER
- 2 NEW CLOTHING RACKS
- 3 NEW CHANGING ROOM BENCH
- 4 NEW MOP SINK
- 5 NEW PHOTO BOOTH CURTIAN

**PROJECT DATA:**

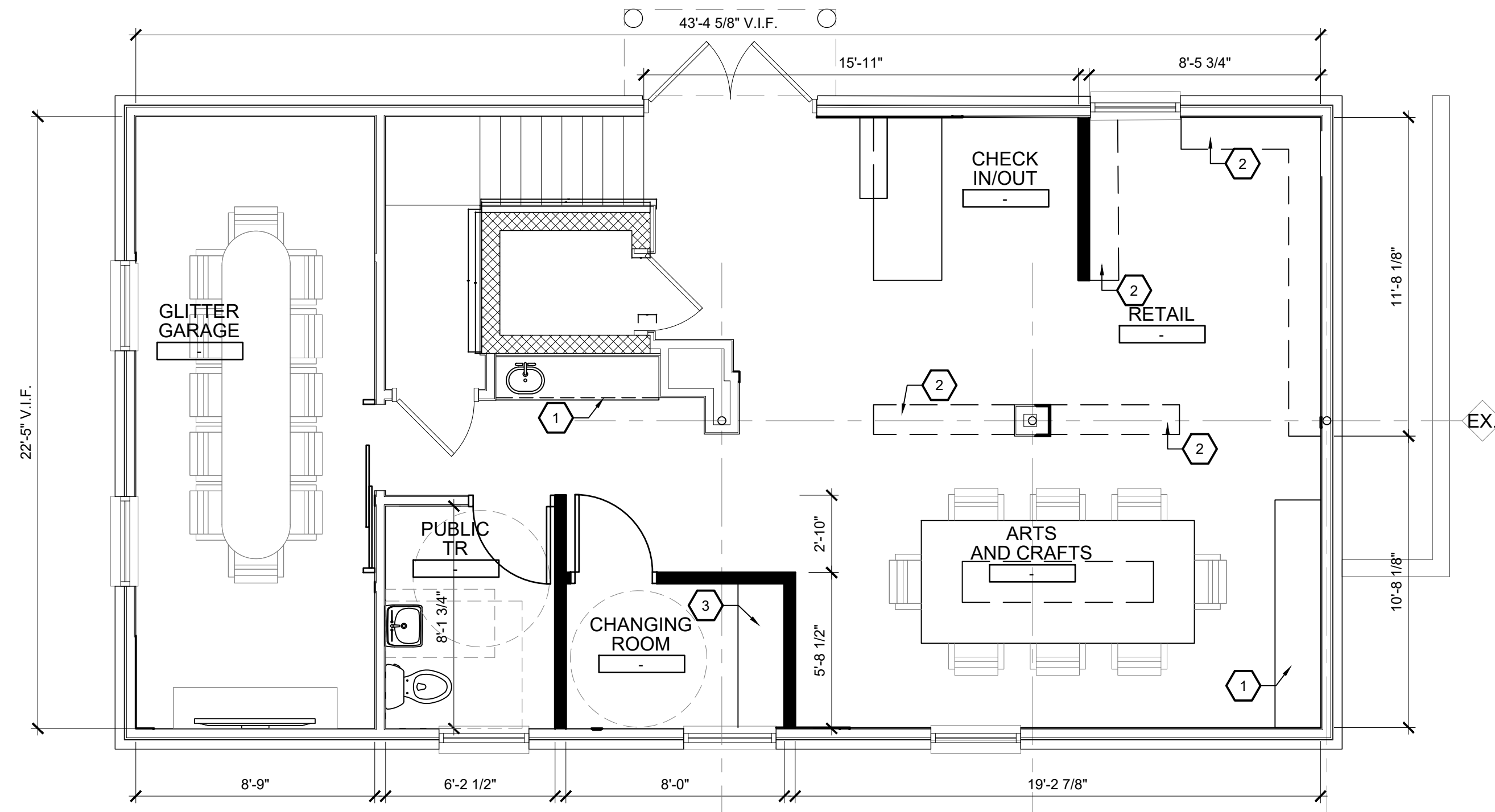
**BUILDING CODE AUTHORITY:**  
 CITY OF GROSSE POINTE WOODS

**PROJECT AREA:**  
 EXISTING BUILDING FOOTPRINT = 1,075 GSF  
 RENTABLE\* SQUARE FOOTAGE:  
 EXISTING UPPER LEVEL = 889 SF  
 EXISTING GROUND LEVEL = 879 SF  
 EXISTING LOWER LEVEL = 883 SF

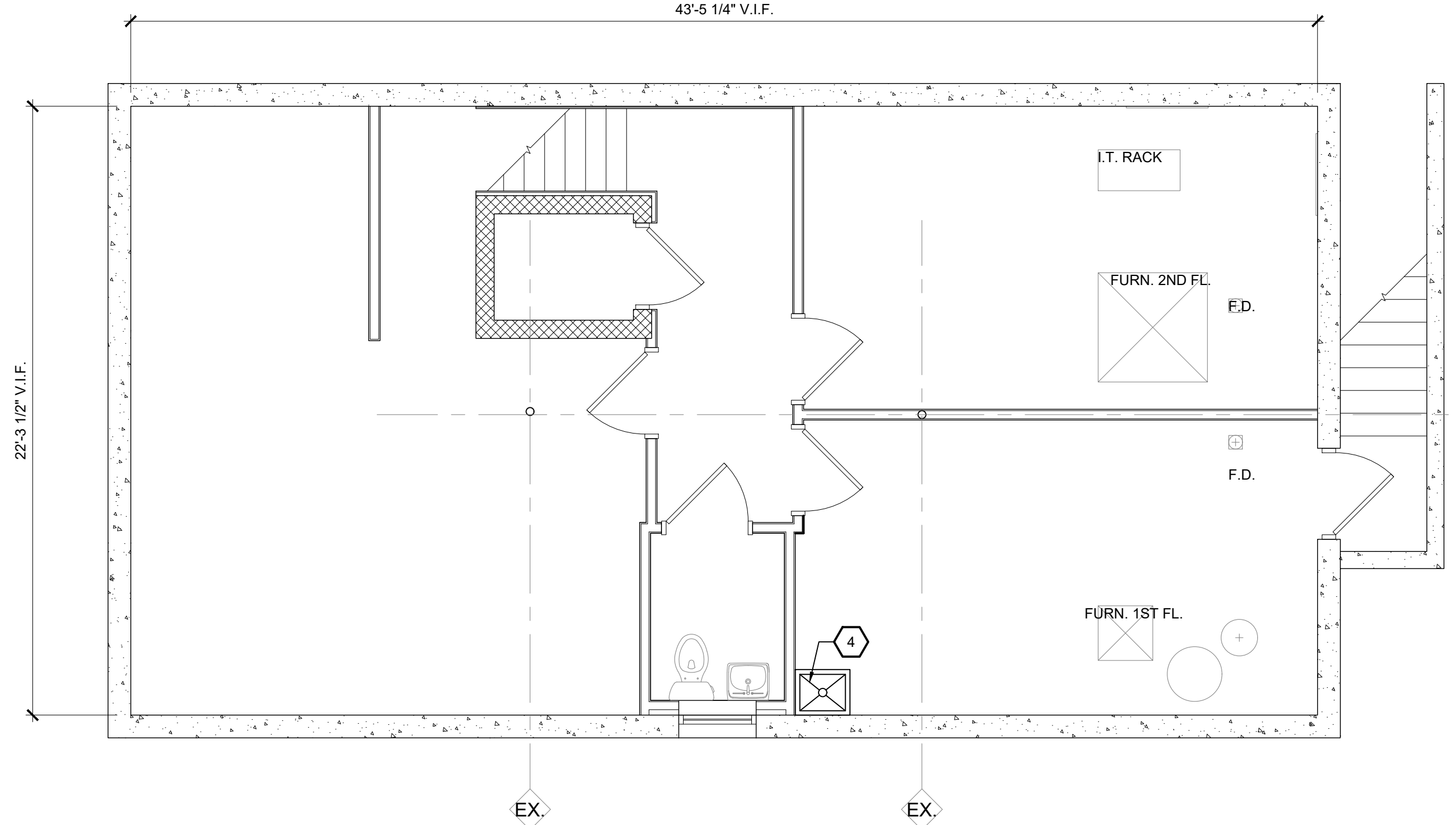
\*NET SQUARE FOOTAGE, NOT INCLUDING EXISTING STAIR & ELEVATOR



**FLOOR PLAN - UPPER LEVEL**  
 SCALE: 1/4" = 1'-0"  
 CONCEPT 1



**FLOOR PLAN - GROUND LEVEL**  
 SCALE: 1/4" = 1'-0"  
 CONCEPT 1



**FLOOR PLAN - LOWER LEVEL**  
 SCALE: 1/4" = 1'-0"  
 CONCEPT 1



## CITY OF GROSSE POINTE WOODS

### MEMORANDUM

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**Date:** May 6, 2024  
**To:** Mayor Bryant and City Council  
**From:** Steven Schmidt  
**Subject:** Water and Sewer Budget

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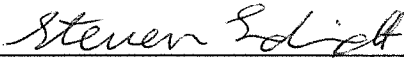
Attached are the changes to the proposed fiscal year 2024-2025 Water and Sewer Budget, this information was not included in the budget book you received on April 8, 2024.

Administration met with Kyle Seidel at Anderson, Eckstein & Westrick on April 16, 2024 to discuss and finalize the Water and Sewer Budget.

This information will be discussed on Monday, May 6, 2024 at the City Council Meeting.

If you have any question, please feel free to give me a call at 313-343-2431

Thank you.



Steven Schmidt, Deputy Treasurer/Comptroller

RECEIVED

APR 23 2024

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

**CITY OF GROSSE POINTE WOODS**  
**BUDGET WORKSHEET - WATER/SEWER**  
**FY 2024-2025**

| ACCOUNT NO.         | ACCOUNT NAME               | FY 2020-2021     | FY 2021-2022     | FY 2022-2023     | FY 2023-2024          |                              | FY 2024-2025         |                   |
|---------------------|----------------------------|------------------|------------------|------------------|-----------------------|------------------------------|----------------------|-------------------|
|                     |                            | ACTUAL AMOUNT    | ACTUAL AMOUNT    | ACTUAL AMOUNT    | AMENDED BUDGET AMOUNT | 07/01/2023-02/29/2024 ACTUAL | DEPARTMENT REQUESTED | CITY ADMIN RECOMM |
|                     | <b>REVENUE</b>             |                  |                  |                  |                       |                              |                      |                   |
| <b>592000000000</b> |                            |                  |                  |                  |                       |                              |                      |                   |
| 592000551000        | RATE STUDY GRANT           | -                | -                | 7,233            | 9,644                 | -                            | -                    | -                 |
| 592000632000        | TAP & METER CHARGES        | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592000632011        | WATER REVENUE              | 2,292,521        | 2,132,075        | 2,329,742        | 2,245,887             | 1,524,458                    | 2,188,053            | 2,188,053         |
| 592000632012        | SEWER REVENUE              | 1,655,404        | 1,561,490        | 1,695,073        | 1,635,660             | 1,110,247                    | 1,593,540            | 1,593,540         |
| 592000632013        | CAPITAL IMPROVE            | 1,096,434        | 1,096,202        | 1,096,762        | 1,097,385             | 731,201                      | 1,097,817            | 1,097,817         |
| 592000632014        | BILLING CHARGES            | 85,761           | 85,742           | 85,751           | 85,775                | 57,155                       | 85,800               | 85,800            |
| 592000632015        | METER CHARGE               | 2,479,115        | 2,482,818        | 2,483,964        | 2,485,416             | 1,658,164                    | 2,486,457            | 2,486,457         |
| 592000632200        | IWC SEWER CHARGES          | 45,528           | 47,518           | 48,728           | 63,214                | 33,175                       | 63,214               | 63,214            |
| 592000659000        | PENALTIES                  | 98,413           | 119,488          | 129,604          | 122,573               | 85,757                       | 114,342              | 114,342           |
| 592000665000        | INTEREST EARNINGS          | 42,106           | 47,131           | 263,079          | 119,060               | 188,196                      | 225,835              | 225,835           |
| 592000669030        | GAIN ON MARKET VALUE       | (26,662)         | (179,061)        | (1,525)          | -                     | -                            | -                    | -                 |
| 592000669040        | BOND PREMIUM               | 28,271           | 28,271           | 28,269           | -                     | -                            | -                    | -                 |
| 592000673000        | SALE OF ASSETS             | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592000677000        | REIMB-HARPER WOODS         | 25,758           | 48,717           | 69,018           | 30,000                | 38,337                       | 30,000               | 30,000            |
| 592000677100        | REIMBURSE-GPSHORES         | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592000677200        | REIMB-ST. JOHN HOSPI       | 16,062           | 16,874           | 16,874           | 16,000                | 8,437                        | 16,000               | 16,000            |
| 592000677300        | REIMBURSE CROSS CONNECTION | 7,637            | 4,250            | 7,750            | 5,000                 | 6,375                        | 5,000                | 5,000             |
| 592000681000        | DWRF REIMBURSEMENT         | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592000681010        | DWRF LOAN - WATER LINE     | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592000681020        | SAW REIMBURSEMENT          | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592000683000        | OTHER INCOME               | 400              | -                | 232              | 500                   | -                            | 500                  | 500               |
| 592000694040        | SEWER REPAIRS              | -                | -                | -                | -                     | -                            | -                    | -                 |
| <b>592000692000</b> | <b>TRF F/PRIOR YR RES</b>  | -                | -                | -                | <b>3,413,590</b>      | -                            | -                    | -                 |
| 592000696000        | BOND PROCEEDS              | -                | -                | -                | -                     | -                            | -                    | -                 |
| <b>592000000000</b> | <b>TRANSFER IN</b>         |                  |                  |                  |                       |                              |                      |                   |
| 592931699101        | TRANS FR GEN FD            | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592931699365        | TRF F/GROSSE GRATIOT       | -                | -                | -                | -                     | -                            | -                    | -                 |
| 592931699401        | TRANS FR MUNIC IMP         | -                | -                | -                | -                     | -                            | -                    | -                 |
|                     | <b>REVENUE TOTAL</b>       | <b>7,846,749</b> | <b>7,491,514</b> | <b>8,260,554</b> | <b>11,329,704</b>     | <b>5,441,502</b>             | <b>7,906,559</b>     | <b>7,906,559</b>  |
|                     | <b>EXPENSE</b>             |                  |                  |                  |                       |                              |                      |                   |



**CITY OF GROSSE POINTE WOODS**  
**BUDGET WORKSHEET - WATER/SEWER**  
**FY 2024-2025**

| ACCOUNT NO.         | ACCOUNT NAME                    | FY 2020-2021   | FY 2021-2022   | FY 2022-2023   | FY 2023-2024          |                              | FY 2024-2025         |                   |
|---------------------|---------------------------------|----------------|----------------|----------------|-----------------------|------------------------------|----------------------|-------------------|
|                     |                                 | ACTUAL AMOUNT  | ACTUAL AMOUNT  | ACTUAL AMOUNT  | AMENDED BUDGET AMOUNT | 07/01/2023-02/29/2024 ACTUAL | DEPARTMENT REQUESTED | CITY ADMIN RECOMM |
| <b>592536000000</b> | <b>ADMINISTRATION</b>           |                |                |                |                       |                              |                      |                   |
| 592536702000        | SALARIES & WAGES                | 99,306         | 100,753        | 102,151        | 102,713               | 64,530                       | 106,239              | 106,239           |
| 592536715000        | SOCIAL SECURITY                 | 7,353          | 7,433          | 7,399          | 7,858                 | 4,710                        | 8,127                | 8,127             |
| 592536717000        | RETIRE HEALTH & LIFE INS.       | 2,476          | 2,070          | 1,710          | 2,700                 | 1,080                        | 1,620                | 1,620             |
| 592536722000        | RETIREMENT                      | 14,961         | 25,712         | 34,372         | 32,960                | 20,707                       | 41,581               | 41,581            |
| 592536722100        | MEDICARE REIMBURSEMENT          | 1,185          | 1,155          | 1,050          | -                     | -                            | -                    | -                 |
| 592536722105        | PENSION EXP (GASB 68)           | 56,522         |                | (66,303)       | -                     | -                            | -                    | -                 |
| 592536722106        | PENSION EXP (GASB 75)           | 9,193          |                | (68,522)       | -                     | -                            | -                    | -                 |
| 592536757000        | OPERATING SUPPLIES              | -              |                | -              | -                     | -                            | -                    | -                 |
| 592536812000        | CLAIMS/OUTSIDE COUNSEL          | -              | 71,366         | 61,759         | 120,000               | -                            | 120,000              | 120,000           |
| 592536818000        | CONTRACTUAL SERVICES            | 17,416         | 34,442         | 42,833         | 47,034                | 19,975                       | 55,706               | 55,706            |
| 592536955000        | INSURANCE                       | 48,109         | 109,539        | 68,693         | 70,100                | 3,610                        | 77,128               | 77,128            |
| 592536958000        | MEMBERSHIP & DUES               | 755            | 626            | 300            | 1,600                 | -                            | 1,600                | 1,600             |
| 592536958001        | TRAINING & SEMINARS             | 1,214          | 1,795          | 3,701          | 5,900                 | 257                          | 5,900                | 5,900             |
| 592536958100        | FEES & CHARGES                  | 14,540         | 14,809         | 13,560         | 14,000                | 7,805                        | 14,000               | 14,000            |
| 592536991000        | PRINCIPAL-2003 Rev              | -              | -              | -              | -                     | -                            | -                    | -                 |
| 592536991100        | DWRF PRINCIPAL                  | -              | -              | -              | 435,000               | 140,000                      | 445,000              | 445,000           |
| 592536993000        | INTEREST-2003 Rev               | 44,554         | 17,987         | 2,877          | -                     | -                            | -                    | -                 |
| 592536993100        | DWRF INTEREST                   | 139,729        | 129,604        | 119,292        | 108,604               | 55,177                       | 97,729               | 97,729            |
| 592536992999        | DEBT RESERVE FUTURE PROJ        | -              | -              |                | -                     | -                            | -                    | -                 |
|                     | <b>DEPARTMENT TOTAL</b>         | <b>457,312</b> | <b>517,291</b> | <b>324,872</b> | <b>948,469</b>        | <b>317,851</b>               | <b>974,630</b>       | <b>974,630</b>    |
| <b>592537000000</b> | <b>SEWER REPAIR &amp; MAINT</b> |                |                |                |                       |                              |                      |                   |
| 592537702000        | SALARIES & WAGES                | 176,406        | 200,700        | 212,867        | 214,297               | 143,220                      | 223,472              | 223,472           |
| 592537709000        | OVERTIME                        | 21,250         | 30,941         | 36,473         | 50,000                | 16,447                       | 50,000               | 50,000            |
| 592537715000        | SOCIAL SECURITY                 | 14,008         | 16,603         | 17,981         | 20,219                | 11,597                       | 20,921               | 20,921            |
| 592537717000        | RETIRE HEALTH & LIFE INS.       | 1,716          | 3,452          | 4,834          | 3,600                 | 3,088                        | 3,600                | 3,600             |
| 592537722000        | RETIREMENT                      | 52,506         | 74,509         | 80,368         | 67,308                | 43,280                       | 85,144               | 85,144            |
| 592537722100        | MEDICARE REIMBURSEMENT          | 1,532          | 1,493          | 1,357          | -                     | -                            | -                    | -                 |
| 592537757000        | OPERATING SUPPLIES              | 44,978         | 69,436         | 80,844         | 75,000                | 39,582                       | 85,000               | 85,000            |
| 592537818000        | CONTRACTUAL SERVICES            | 53,291         | 71,462         | 30,585         | 77,679                | 30,381                       | 182,179              | 182,179           |
| 592537920000        | WATER SERVICE                   | 638,274        | 495,178        | 592,336        | 588,558               | 279,791                      | 601,323              | 601,323           |
| 592537920100        | GLWA WATER FIXED CHARGES        | 872,400        | 812,400        | 824,400        | 884,400               | 442,200                      | 901,200              | 901,200           |

**CITY OF GROSSE POINTE WOODS**  
**BUDGET WORKSHEET - WATER/SEWER**  
**FY 2024-2025**

| ACCOUNT NO.         | ACCOUNT NAME                    | FY 2020-2021     | FY 2021-2022     | FY 2022-2023     | FY 2023-2024      |                           | FY 2024-2025            |                      |
|---------------------|---------------------------------|------------------|------------------|------------------|-------------------|---------------------------|-------------------------|----------------------|
|                     |                                 | ACTUAL<br>AMOUNT | ACTUAL<br>AMOUNT | ACTUAL<br>AMOUNT | AMENDED<br>BUDGET | 07/01/2023-<br>02/29/2024 | DEPARTMENT<br>REQUESTED | CITY ADMIN<br>RECOMM |
|                     |                                 |                  |                  |                  | AMOUNT            | ACTUAL                    |                         |                      |
| 592537920102        | SEMSD SEWER FIXED CHARGES       | 1,773,066        | 1,648,584        | 1,701,897        | 1,967,939         | 1,311,960                 | 1,992,525               | 1,992,525            |
| 592537920103        | GLWA IWC CHARGES                | 30,401           | 32,911           | 35,936           | 63,214            | 21,414                    | 63,214                  | 63,214               |
| 592537920105        | WC SEWER EXCESS FLOW            | -                | -                | -                | -                 | -                         | -                       | -                    |
| 592537968100        | DEPRECIATION                    | 907,749          | 946,215          | 954,677          | -                 | -                         | -                       | -                    |
| 592537972000        | MINOR EQUIP                     | -                | -                | -                | -                 | -                         | -                       | -                    |
| 592537975004        | SEWER CLEANING-ENG.             | -                | 54,772           | 23,764           | 16,667            | 11,863                    | -                       | -                    |
| 592537975005        | SEWER CLEANING. CONSTRUCTION    | -                | 213,520          | 98,233           | 83,333            | 92,767                    | -                       | -                    |
| 592537975395        | CROSS CONNECTION                | 8,604            | 8,604            | 8,604            | 9,244             | 5,019                     | 10,140                  | 10,140               |
| 592537975400        | W/S CONCRETE - ROADS            | 124,641          | 120,733          | 155,147          | 62,500            | 53,126                    | 156,250                 | 156,250              |
| 592537975401        | W/S ENGINEERING -ROADS          | 13,897           | 20,223           | 7,186            | 12,500            | 16,081                    | 31,250                  | 31,250               |
| 592537975500        | WATER VALVE & LEAD LINE CONSTR. | -                | -                | -                | 232,875           | -                         | 500,000                 | 500,000              |
| 592537976001        | SEWER REPAIR ENGINEERING        | -                | -                | -                | 33,333            | 17,400                    | 41,667                  | 41,667               |
| 592537976002        | SEWER STRUCTURE REPAIR          | -                | -                | -                | 166,667           | 136,898                   | 208,333                 | 208,333              |
| 592537976018        | WATERMAIN                       | -                | -                | -                | -                 | -                         | -                       | -                    |
| 592537976100        | SIDEWALK CONSTRUCTION           | -                | -                | 33,850           | 30,000            | 38,836                    | 30,000                  | 30,000               |
| 592537977000        | EQUIPMENT                       | 20,529           | 12,228           | 20,299           | 75,000            | 18,906                    | 27,000                  | 27,000               |
| 592537977100        | EQUIPMENT/METERS                | -                | -                | -                | -                 | -                         | 500,000                 | 500,000              |
| 592537977200        | SRF/DWRF Bonding Costs          | -                | -                | -                | -                 | -                         | -                       | -                    |
| 592537977300        | WATER MAIN REPLACEMENT          | -                | -                | -                | 1,950,000         | 2,044,740                 | -                       | -                    |
| 592537977310        | ENGINEERING-ROAD PROJECT        | -                | -                | -                | 360,000           | 250,570                   | -                       | -                    |
| 592537977410        | ENGINEERING. WATERMAINS         | -                | -                | -                | -                 | -                         | -                       | -                    |
| 592537977500        | ENGINEERING -SRF                | -                | -                | -                | 20,000            | 8,261                     | -                       | -                    |
| 592537978200        | POLE BARN CONSTRUCTION          | -                | 100              | -                | -                 | -                         | -                       | -                    |
| 592537978300        | ENG. WATER VALVE & LEAD LINES   | -                | -                | 120              | 42,125            | -                         | -                       | -                    |
| 592537980000        | CONTINGENCY                     | -                | -                | -                | -                 | -                         | -                       | -                    |
|                     | <b>DEPARTMENT TOTAL</b>         | <b>4,755,248</b> | <b>4,834,065</b> | <b>4,921,758</b> | <b>7,106,458</b>  | <b>5,037,427</b>          | <b>5,713,217</b>        | <b>5,713,217</b>     |
| <b>592538000000</b> | <b>BILLING</b>                  |                  |                  |                  |                   |                           |                         |                      |
| 592538702000        | SALARIES & WAGES                | 71,458           | 79,260           | 84,716           | 91,225            | 55,900                    | 95,584                  | 95,584               |
| 592538709000        | OVERTIME                        | 54               | 465              | 711              | 1,500             | 261                       | 1,500                   | 1,500                |
| 592538715000        | SOCIAL SECURITY                 | 5,018            | 5,645            | 6,040            | 7,093             | 3,943                     | 7,427                   | 7,427                |
| 592538717000        | RETIREE HEALTH & LIFE INS.      | 2,262            | 2,699            | 2,700            | 2,700             | 1,800                     | 2,700                   | 2,700                |
| 592538722000        | RETIREMENT                      | 15,321           | 22,484           | 23,478           | 25,231            | 14,785                    | 30,151                  | 30,151               |
| 592538722100        | MEDICARE REIMBURSEMENT          | 863              | 841              | 765              | -                 | -                         | -                       | -                    |

**CITY OF GROSSE POINTE WOODS**  
**BUDGET WORKSHEET - WATER/SEWER**  
**FY 2024-2025**

| ACCOUNT NO.         | ACCOUNT NAME                    | FY 2020-2021   | FY 2021-2022   | FY 2022-2023   | FY 2023-2024     |                | FY 2024-2025   |                |
|---------------------|---------------------------------|----------------|----------------|----------------|------------------|----------------|----------------|----------------|
|                     |                                 | ACTUAL         | ACTUAL         | ACTUAL         | AMENDED          | 07/01/2023-    | DEPARTMENT     | CITY ADMIN     |
|                     |                                 | AMOUNT         | AMOUNT         | AMOUNT         | BUDGET           | 02/29/2024     | REQUESTED      | RECOMM         |
|                     |                                 |                |                |                | AMOUNT           | ACTUAL         |                |                |
| 592538757000        | OPERATING SUPPLIES              | 16,581         | 16,637         | 18,350         | 22,900           | 13,174         | 26,500         | 26,500         |
| 592538818000        | CONTRACTUAL SERVICES            | 4,435          | 3,835          | 5,753          | 5,000            | 2,758          | 5,500          | 5,500          |
| 592538818100        | WATER/SEWER RATE STUDY          | -              | -              | -              | -                | -              | -              | -              |
| 592538930000        | EQUIP REPAIR/MAINT              | -              | -              | -              | -                | -              | -              | -              |
|                     | <b>DEPARTMENT TOTAL</b>         | <b>115,993</b> | <b>131,866</b> | <b>142,513</b> | <b>155,650</b>   | <b>92,621</b>  | <b>169,362</b> | <b>169,362</b> |
| <b>592542000000</b> | <b>STORM WATER PUMPING</b>      |                |                |                |                  |                |                |                |
| 592542702000        | SALARIES & WAGES                | 27,237         | 36,610         | 51,099         | 58,561           | 33,333         | 61,026         | 61,026         |
| 592542709000        | OVERTIME                        | 4,810          | 9,861          | 11,953         | 10,000           | 8,494          | 10,000         | 10,000         |
| 592542715000        | SOCIAL SECURITY                 | 2,319          | 3,345          | 4,577          | 5,245            | 2,888          | 5,433          | 5,433          |
| 592542717000        | RETIREE HEALTH & LIFE INSURANCE | 13             | 84             | 94             | -                | 16             | -              | -              |
| 592542722000        | RETIREMENT                      | 4,812          | 15,728         | 20,536         | 22,322           | 13,422         | 27,799         | 27,799         |
| 592542722100        | MEDICARE REIMBURSEMENT          | 415            | 404            | 367            | -                | -              | -              | -              |
| 592542757000        | OPERATING SUPPLIES              | 2,801          | 14,515         | 11,658         | 17,000           | 3,690          | 15,000         | 15,000         |
| 592542818000        | CONTRACTUAL SERVICES            | 20,197         | 18,772         | 57,623         | 260,300          | 101,389        | 40,300         | 40,300         |
| 592542921000        | UTILITIES                       | 879            | 11,907         | 21,371         | 14,000           | 11,606         | 14,000         | 14,000         |
| 592542930000        | EQUIP REPAIR/MAINT              | -              | -              | 1,200          | 5,000            | -              | 5,000          | 5,000          |
| 592542974000        | CAPITAL IMPROVEMENT             | -              | -              | -              | 2,150,000        | 1,875          | 360,000        | 360,000        |
| 592542977500        | ENGINEERING-SRF TORREY ROAD     | -              | -              | -              | 20,000           | 8,261          | -              | -              |
|                     | <b>DEPARTMENT TOTAL</b>         | <b>63,484</b>  | <b>111,226</b> | <b>180,479</b> | <b>2,562,428</b> | <b>184,974</b> | <b>538,558</b> | <b>538,558</b> |
| <b>592545000000</b> | <b>FRINGE BENEFITS</b>          |                |                |                |                  |                |                |                |
| 592545710999        | SICK/VAC PAY                    | 11,412         | 11,844         | 15,869         | 15,000           | 2,756          | 15,000         | 15,000         |
| 592545711000        | LONGEVITY/COLA                  | 1,300          | 1,600          | 1,758          | 1,800            | 1,800          | 1,800          | 1,800          |
| 592545715000        | SOCIAL SECURITY                 | 818            | 466            | 877            | 1,285            | 349            | 1,285          | 1,285          |
| 592545717000        | RETIREE HEALTH CARE             | 91,994         | 94,018         | 82,244         | 93,000           | 69,280         | 102,000        | 102,000        |
| 592545717200        | RHC - OPEB                      | -              | -              | -              | -                | -              | -              | -              |
| 592545718000        | H.S.A,                          | 9,000          | 10,000         | 13,000         | 13,000           | 13,000         | 13,000         | 13,000         |
| 592545719000        | HOSPITAL/DENTAL/OPTICAL         | 79,207         | 72,279         | 120,878        | 109,050          | 122,722        | 138,300        | 138,300        |
| 592545720000        | LIFE INSURANCE                  | 1,912          | 2,264          | 1,267          | 1,511            | 1,011          | 1,519          | 1,519          |
| 592545721000        | WORKERS COMP                    | 6,525          | 6,525          | 7,275          | 7,660            | 7,660          | 10,600         | 10,600         |
| 592545722000        | RETIREMENT                      | 358            | 542            | 592            | 606              | 578            | 705            | 705            |
| 592545723000        | SUPPLEMENTAL ANNUITY            | 44,372         | 37,055         | 44,121         | 49,099           | 49,099         | 48,642         | 48,642         |
| 592545725000        | CLOTHING ALLOWANCE              | 3,814          | 4,966          | 4,447          | 5,000            | 3,871          | 5,000          | 5,000          |

**CITY OF GROSSE POINTE WOODS**  
**BUDGET WORKSHEET - WATER/SEWER**  
**FY 2024-2025**

| ACCOUNT NO.                               | ACCOUNT NAME                    | FY 2020-2021     | FY 2021-2022     | FY 2022-2023     | FY 2023-2024          |                              | FY 2024-2025  |                    |
|---|---------------------------------|------------------|------------------|------------------|-----------------------|------------------------------|---|--------------------|
|   |                                 | ACTUAL AMOUNT    | ACTUAL AMOUNT    | ACTUAL AMOUNT    | AMENDED BUDGET AMOUNT | 07/01/2023-02/29/2024 ACTUAL | DEPARTMENT REQUESTED                                    | CITY ADMIN RECOMM  |
| 592545725200                              | MESC INSURANCE                  | -                | -                |                  | -                     |                              | -   | -                  |
|   | DEPARTMENT TOTAL                | 250,711          | 241,559          | 292,329          | 297,011               | 272,124                      | 337,851   | 337,851            |
| <b>592966995000</b>                       | <b>TRANSFER OUT</b>             |                  |                  |                  |                       |                              |   |                    |
| 592966995101                              | TRANSF TO GENERAL               | 25,000           | 25,000           | 25,000           | 25,000                | 25,000                       | 25,000  | 25,000             |
| 592966995401                              | TRANSF TO MUNI IMP              | -                | -                |                  | -                     | -                            | -   | -                  |
| 592966995420                              | TRANSFER TO CAPITAL IMPROVEMENT | -                | -                |                  | -                     | -                            | -   | -                  |
| 592966995661                              | TRANSF TO MTR VEH               | 395,000          | 105,000          | 90,000           | 234,689               | 50,000                       | 143,750   | 143,750            |
|   | DEPARTMENT TOTAL                | 420,000          | 130,000          | 115,000          | 259,689               | 75,000                       | 168,750   | 168,750            |
| <b>TOTAL DEPARTMENTAL EXPENSE</b>         |                                 | <b>6,062,750</b> | <b>5,966,006</b> | <b>5,976,951</b> | <b>11,329,704</b>     | <b>5,979,999</b>             | <b>7,902,369</b>  | <b>7,902,369</b>   |
| <b>TOTAL REVENUE OVER (UNDER) EXPENSE</b> |                                 | <b>1,783,999</b> | <b>1,525,508</b> | <b>2,283,604</b> | <b>(0)</b>            | <b>(538,497)</b>             | <b>4,190</b>  | <b>4,190</b>       |
|   |                                 |                  |                  |                  |                       |                              | <b>FB 6.30.2023</b>                                     | <b>11,564,475</b>  |
|   |                                 |                  |                  |                  |                       |                              | <b>FY 23-24 Transfer from Prior Year Reserve-</b>       | <b>(3,421,622)</b> |
|   |                                 |                  |                  |                  |                       |                              | <b>22-23 Reserve Prior Year Expense</b>                 | <b>(3,630,123)</b> |
|   |                                 |                  |                  |                  |                       |                              | <b>Est. FB 6.30.2024</b>                                | <b>4,512,730</b>   |
|   |                                 |                  |                  |                  |                       |                              | <b>Estimate FY 24-25 Increase In Prior Year Reserve</b> | <b>4,190</b>       |
|   |                                 |                  |                  |                  |                       |                              | <b>Est. FB 6.30.2025</b>                                | <b>4,516,920</b>   |
|   |                                 |                  |                  |                  |                       |                              | <b>FB % to Expenses</b>                                 | <b>57.16%</b>      |

CITY OF GROSSE POINTE WOODS  
 BUDGET WORKSHEET - WATER/SEWER  
 FY 2024-2025  
 ACCOUNT DETAIL INFORMATION

| ACCOUNT      |  | FY 2024-2025 |           |                |                   |
|--------------|--|--------------|-----------|----------------|-------------------|
| NUMBER       | DESCRIPTION  | QTY          | UNIT COST | DEPT REQUESTED | CITY ADMIN RECOMM |
| 592537975500 | Construction - Lead Service Lines                      |              |           |                |                   |
| 592537975500 | <i>Lead Service Replacements (No engineering fees)</i> |              |           | <b>500,000</b> | <b>500,000</b>    |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
| 592537975500 |  |              |           | -              | -                 |
|              | ACCOUNT TOTAL  |              |           | 500,000        | 500,000           |

CITY OF GROSSE POINTE WOODS  
 BUDGET WORKSHEET - WATER/SEWER  
 FY 2024-2025  
 ACCOUNT DETAIL INFORMATION

| ACCOUNT       |                               | QTY | UNIT<br>COST | FY 2024-2025      |                      |
|---------------|-------------------------------|-----|--------------|-------------------|----------------------|
| NUMBER        | DESCRIPTION                   |     |              | DEPT<br>REQUESTED | CITY ADMIN<br>RECOMM |
| 592537977100  | Equipment/Meters              |     |              |                   |                      |
| 592537977100  | Meter Reader Replacement Cost |     |              | 500,000           | 500,000              |
| 592537977100  |                               |     |              | -                 | -                    |
| 592537977100  |                               |     |              | -                 | -                    |
| 592537977100  |                               |     |              | -                 | -                    |
| 592537977100  |                               |     |              | -                 | -                    |
| 592537977100  |                               |     |              | -                 | -                    |
| 592537977100  |                               |     |              | -                 | -                    |
| 592537977100  |                               |     |              | -                 | -                    |
| 592537977100  |                               |     |              | -                 | -                    |
| ACCOUNT TOTAL |                               |     |              | 500,000           | 500,000              |

CITY OF GROSSE POINTE WOODS  
 BUDGET WORKSHEET - WATER/SEWER  
 FY 2024-2025  
 ACCOUNT DETAIL INFORMATION

| ACCOUNT       |   | QTY | UNIT<br>COST | FY 2024-2025      |                      |
|---------------|---|-----|--------------|-------------------|----------------------|
| NUMBER        | DESCRIPTION                                 |     |              | DEPT<br>REQUESTED | CITY ADMIN<br>RECOMM |
| 592542974000  | Capital Improvements Torrey                 |     |              |                   |                      |
| 592542974000  | <i>Upgrades to Torrey Road Pump Station</i> |     |              | 360,000           | 360,000              |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| 592542974000  |   |     |              | -                 | -                    |
| ACCOUNT TOTAL |   |     |              | 360,000           | 360,000              |



**CITY OF GROSSE POINTE WOODS  
MEMORANDUM**

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**Date:** May 6, 2024  
**To:** Mayor and City Council  
**From:** Frank Schulte, City Administrator  
Steven Schmidt, Deputy Treasurer/Comptroller  
**Re:** Public Hearing Date

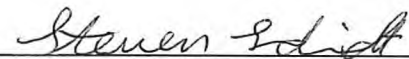
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Pursuant to Section 8.2 of the City Charter, we are requesting the City Council set a public hearing date of May 20, 2024 for accepting public comment on the proposed budget for fiscal year 2024–2025.

The Finance Committee met on March 18, 2024 to discuss the proposed budget. The budget was presented to the Committee of the Whole on April 15, 2024.

Thank you for your consideration.

  
\_\_\_\_\_  
Frank Schulte  
City Administrator

  
\_\_\_\_\_  
Steven Schmidt  
Deputy Treasurer/Comptroller

**RECEIVED**

APR 23 2024

**CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT**



**CITY OF GROSSE POINTE WOODS**

**Notice of Public Hearing**

On the Proposed 2024-25 General Budget

And

Various Other Fund Budgets

NOTICE IS HEREBY GIVEN that the Mayor and the City Council of the City of Grosse Pointe Woods will be meeting on May 20, 2024 at 7:00 p.m. in the Council Chambers of the Municipal Building, 20025 Mack Plaza, for the purpose of conducting a public hearing on the proposed 2024-25 General Fund Budget as well as the various other Fund Budgets of the said City.

The subject of this hearing is the property tax millage rate of 16.6649 proposed to be levied on July 1, 2024 to support the proposed General Fund, Public Relations, Solid Waste and Road Budgets. If adopted, the proposed millage will generate \$15,342,036 in operating revenue from ad valorem property taxes for all funds, which is a \$738,220 or 5% increase compared to the 2023-2024 total collection of \$14,603,816. The winter millage levied for the Milk River Drainage tax will be 4.0677 mills.

| Purpose of Millage                | Millage Rate  | Revenue Generated  |
|-----------------------------------|---------------|--------------------|
| General Operating                 | 12.7851       | \$11,770,208       |
| Road Bond Debt                    | 1.3815        | \$1,271,835        |
|                                   |               |                    |
| Act 359-Public Relations          | .0543         | \$50,000           |
| Act 298-Solid Waste               | 2.4440        | \$2,249,993        |
| <b>Total Special Acts Millage</b> | <b>2.5291</b> | <b>\$2,299,993</b> |

|  |                |                     |
|--|----------------|---------------------|
| <b>TOTAL GENERAL, PUBLIC RELATIONS SOLID WASTE &amp; ROAD DEBT MILLAGE</b> | <b>16.6649</b> | <b>\$15,342,036</b> |
|--|----------------|---------------------|

**Milk River Drain**

| Purpose of Millage           | Millage Rate | Revenue Generated |
|------------------------------|--------------|-------------------|
| Milk River Drain Operations  | 2.6657       | \$2,454,060       |
| Milk River Drain Bonded Debt | 1.3982       | \$1,287,214       |
| Administration               | .0038        | \$3,500           |

|                                    |               |                    |
|------------------------------------|---------------|--------------------|
| <b>Total Milk River Drain Levy</b> | <b>4.0677</b> | <b>\$3,744,774</b> |
|------------------------------------|---------------|--------------------|

The City Council expects to take action on the proposed millage rates as well as taking action to approve the aforementioned budgets at the Council meeting immediately following the public hearing. The taxing unit publishing this notice, identified above, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

**City of Grosse Pointe Woods  
2024-2025 Proposed Budget Summary**

**2024 - 2025  
PROPOSED**

**GENERAL FUND**

|                           |                                   |
|---------------------------|-----------------------------------|
| General Government        | \$4,125,458                       |
| Public Safety             | \$7,855,623                       |
| Public Works              | \$2,330,455                       |
| Management Info. Systems  | \$544,515                         |
| Parks & Recreation        | \$2,745,344                       |
| <b>Total General Fund</b> | <b><u><u>\$17,601,395</u></u></b> |

**SPECIAL REVENUE**

|                              |                                  |
|------------------------------|----------------------------------|
| Major Street                 | \$1,709,381                      |
| Local Street                 | \$1,216,652                      |
| Act 302 Training             | \$5,000                          |
| Parkway Beautification       | \$115,715                        |
| Cable Fund                   | \$0                              |
| Solid Waste                  | \$2,079,936                      |
| CDBG                         | \$20,000                         |
| SOM MIDC Grant               | \$55,975                         |
| 911 Service Fund             | \$131,574                        |
| Drug Forfeiture              | \$750                            |
| Opioid Settlement            | \$3,000                          |
| <b>Total Special Revenue</b> | <b><u><u>\$5,337,983</u></u></b> |

**DEBT SERVICE FUND**

|                                   |                                  |
|-----------------------------------|----------------------------------|
| Road Bond Debt                    | \$1,360,801                      |
| Capital Improvement Debt          | \$215,238                        |
| Grosse Gratiot Drain (Milk River) | \$3,751,055                      |
| <b>Total Debt Funds</b>           | <b><u><u>\$5,327,094</u></u></b> |

**CAPITAL PROJECTS FUND**

|                                    |                                |
|------------------------------------|--------------------------------|
| Municipal Improvement              | \$815,000                      |
| <b>Total Capital Projects Fund</b> | <b><u><u>\$815,000</u></u></b> |

**INTERNAL SERVICE  
FUNDS**

|                    |             |
|--------------------|-------------|
| Motor Vehicle Fund | \$1,065,811 |
|--------------------|-------------|

|                                     |                    |
|-------------------------------------|--------------------|
| Workmen's Compensation              | \$161,130          |
| <b>Total Internal Service Funds</b> | <b>\$1,226,941</b> |

**ENTERPRISE FUNDS**

|                               |                    |
|-------------------------------|--------------------|
| Parking                       | \$608,331          |
| Water & Sewer                 | \$7,902,369        |
| Boat Dock                     | \$410,015          |
| Commodity Sales               | \$250              |
| <b>Total Enterprise Funds</b> | <b>\$8,920,965</b> |

**FIDUCIARY FUNDS**

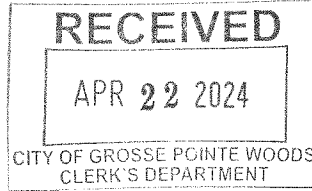
|                              |                    |
|------------------------------|--------------------|
| Pension Trust Funds          | \$4,044,426        |
| Supplemental Annuity         | \$305,676          |
| Retiree Healthcare (OPEB)    | \$20,950           |
| <b>Total Fiduciary Funds</b> | <b>\$4,371,052</b> |

|                     |                     |
|---------------------|---------------------|
| <b>BUDGET TOTAL</b> | <b>\$43,600,430</b> |
|---------------------|---------------------|

A copy of the proposed budget will be available for inspection during regular business hours at the office of the City Administrator. Public comments, oral and/or written, will be welcome at the public hearing on the aforesaid proposed General Fund Budget and the various other Fund Budgets.

**Frank Schulte**  
City Administrator

THE HONORABLE  
MAYOR BRYANT  
20025 MACK PLAZA  
GROSSE POINTE WOODS,  
MICHIGAN 48236



40 RIVER LANE  
GROSSE POINTE WOODS,  
MICHIGAN 48236

APRIL 22, 2024


DEAR MAYOR BRYANT,

IT IS WITH THE DEEPEST REGRET THAT I MUST RESIGN FROM THE GROSSE  
POINTE HISTORICAL COMMISSION DUE TO POOR HEALTH.

I WANT TO THANK YOU SO MUCH FOR APPOINTING ME TO THE COMMISSION.

I BELIEVE THE COMMISSION SERVES A VITAL SERVICE TO THE CITY AND OUR  
DEDICATED MEMBERS ARE CONSTANTLY WORKING TO ACHIEVE THEIR GOALS.

SINCERELY,

  
FRANK ROMANO