



CITY OF GROSSE POINTE WOODS

PLANNING COMMISSION MEETING AGENDA

Tuesday, July 23, 2024 at 7:00 PM

*Robert E. Novitke Municipal Center - Council Chambers/Municipal Court,
20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2426*

1. CALL TO ORDER

2. ROLL CALL

3. RECOGNITION OF COUNCIL REPRESENTATIVE/S

4. PLEDGE OF ALLEGIANCE

5. ACCEPTANCE OF AGENDA

6. APPROVAL OF MINUTES

A. Planning Commission Meeting – June 25, 2024

7. PUBLIC HEARINGS

A. Host a public hearing to add regulations on Exterior Lighting to the Zoning Ordinance.

B. Host a public hearing to amend Chapter 26 in the City Code of Ordinance on site grading.

8. NEW BUSINESS

A. Consider recommending an amendment to the Zoning Ordinance to add a new section to Article 5: Site Standards to regulate exterior lighting. (C)

B. Consider recommending an amendment to the City Code of Ordinance to amend Section 26-5 Residential plot plan and site plan submittals AND 26-34 Site Grading. (C)

9. OLD BUSINESS

10. BUILDING OFFICIAL'S MONTHLY REPORT

A. Building Department Report – July 2024

11. COUNCIL REPORT

A. July 1, 15 – Gilezan

B. Next Month: August 12, 19 – Hamborsky

12. PUBLIC COMMENT

13. ADJOURNMENT

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD ON **JUNE 25, 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 7:04 p.m. by Chair McNelis.

Roll Call: Chair McNelis
Commission Members: Fenton, Fuller, Gilezan, Hamborsky, O’Keefe, Vitale
Absent: Bailey

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

MOTION by Hamborsky, seconded by Vitale, to excuse Commission Member Bailey from attendance at tonight’s meeting.

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

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

Chair McNelis recognized Council Representative Gafa.

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

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

MOTION by Vitale, seconded by Gilezan, that the May 28, 2024, Planning Commission meeting minutes be approved as presented.

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

The first item on the agenda, under **Old Business**, is to **Consider recommending the Master Plan draft to City Council for the 63-day public review and comment period.**

Planner Wolf provided the overview of this topic and stated that all requested edits previously

PLANNING COMMISSION
06-25-24 – 29

discussed by the Planning Commission have been included. After the public review and comment period, the Master Plan draft may be updated to include any additional edits before being adopted.

Discussion ensued amongst the Planning Commission members around specifics of the content as presented.

MOTION by Vitale, seconded by O’Keefe, that the Planning Commission recommend The Master Plan Draft, with suggested amendments, to City Council for the 63-day public review and comment period.

Motion carried by the following vote:

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

There were no items for discussion under **New Business**.

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

Planner Wolf provided an overview of the Building Official’s memo.

The next item on the agenda was the **Council Report/s for June**.

Commissioner Fuller reported on the June 3rd and June 17th City Council meetings which included first and second readings of the recent ordinance amendments.

Commissioner Gilezan will cover the July City Council meetings.

The final item on the agenda was for **Information Only** related to **Social Districts**.

Planner Wolf provided an overview that currently, five of the nine applicants have been approved by the Michigan Liquor Control Board, and the Social Districts will start Thursday, June 27, 2024. The five applicants approved are as follows:

1. Telly’s Place – 20791 Mack Avenue
2. Someday Brewing – 20746 Mack Avenue
3. Crispelli’s – 19852 Mack Avenue
4. Mack Avenue Grille – 19841 Mack Avenue
5. Da Edoardo Ristorante - 19767

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

MOTION by Gilezan, seconded by O’Keefe, to adjourn at 8:04 p.m.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, McNelis, O’Keefe, Vitale

NO: None

ABSENT: Bailey

Respectfully Submitted,
Paul Antolin
City Clerk

**CITY OF GROSSE POINTE WOODS
NOTICE OF PUBLIC HEARING**

Notice is hereby given that the Grosse Pointe Woods Planning Commission, 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, July 23, 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 amendments to Zoning Ordinance to add a new section on exterior lighting to Article 5: Site Standards, and 2) consider amendments to Chapter 26 of the City Code of Ordinance regarding site grading requirements.

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. For additional project information, contact the Building and Planning Department at 313-343-2426 or e-mail building@gpwmi.us.

Paul P. Antolin
City Clerk

MCKENNA

Memorandum: Exterior Lighting

TO: Grosse Pointe Woods Planning Commission
FROM: Brigitte Smith Wolf, AICP
SUBJECT: Exterior Lighting ZO Language
DATE: July 18, 2024

The following pages include the proposed language to add as a new subsection of the Zoning Ordinance to better regulate and set guidance on exterior lighting. Since the last version presented **subsection L.** has been added, highlighted in yellow, to add language to assist in Ordinance enforcement. Additionally, an **alternative** to the language addressing non-conformities (subsection M.) is included, highlighted in grey.

Pending information presented during the public hearing and a conversation on how best to address nonconformities in exterior lighting, we believe the draft Ordinance amendment will be ready to recommend to Council.

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**CITY OF GROSSE POINTE WOODS
WAYNE COUNTY, MICHIGAN**

ORDINANCE NO. ____ _

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, CHAPTER 50 – ZONING TO ADD SECTION 50-5.22 EXTERIOR LIGHTING TO CREATE MEASURABLE INDICATORS TO IMPROVE VISIBILITY AND MINIMIZE NIGHTTIME LIGHTING DISTURBANCES MORE CONSISTENTLY AND PROACTIVELY.

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Section 1. The City of Grosse Pointe Woods Code of Ordinances, Chapter 50 - Zoning, Section 50-5.22 Exterior Lighting, is hereby amended to include regulations of exterior lighting as follows:

50.5.22 Exterior Lighting

The purpose of this section is to protect the health, safety, and welfare of the public by encouraging lighting practices and systems that will minimize glare and light trespass while recognizing the need for buildings and sites to be illuminated for safety, security, visibility, and enhancement. This section provides standards for exterior lighting with measurable indicators to improve visibility and minimize nighttime lighting disturbances more consistently and proactively.

A. *Regulating Illumination Levels by Footcandles.* Existing and proposed lights may not exceed the following maximum intensity levels (measured at a height of 5-feet above grade);

| Location/Use | Maximum Level of Illumination (footcandles “fc”) |
|---|--|
| Overall average for the site | 5.0 fc |
| At any point within the site | 10.0 fc |
| At rear property line | 0.5 fc |
| At the public right of way / sidewalk along the front property line, for properties with building setback 5 feet or less | 5.0 fc |
| At the public right of way / sidewalk along the front property line, for properties with buildings of a front setback greater than 5 feet | 1.0 fc |
| Gas Station (under canopy only) | 20.0 fc |

- B. *Shielding.* All exterior lighting, excluding accent lighting in residential districts, must be fully cut off and shielded so the surface of the source of the light is not visible, and is directed downward and shielded away from adjacent properties, with consideration to protecting residential uses.
- C. *Non-Essential Lighting.* Non-essential lighting must be turned off after business hours, except for the minimum necessary security lighting. The use of a motion detector or other automatic timing system of security lighting is encouraged.
- D. *Consistent Fixtures.* The type and design of lighting must be consistent throughout a site.
- E. *Impact.* Lighting must be arranged so as to not adversely affect driver visibility on rights-of-way.
- F. *Decorative Lighting.* Buildings within the C and C-F districts must feature decorative lighting on all façades which face the public right-of-way. Wall pack type lighting is prohibited.
- G. *Gas Station Lighting.* Lighting under gas station canopies is limited to fully recessed lighting fixtures.
- H. *Sign Lighting.* Illuminated signs must comply with the footcandle measurements of the overall site and cannot cause the site to exceed the maximum allowable footcandles at any point within the site or from the public right-of-way.
- I. *Exempt Lighting.* The following are exempt from the requirements of this Article:
- a. Required exit signs and safety lights for stairs and ramps.
 - b. Temporary holiday lights (provided that such lighting is installed no more than 60-days prior to, and 30 days following, the holiday such decorations represent).
 - c. Lights required by the Federal Aviation Administration, or other federal or state agency.
 - d. Interior lights.
 - e. Temporary lights necessary for construction or emergencies.
- J. *Prohibited Lighting.* The following lights are prohibited:
- a. Rope lights (including neon, except when used in outlined tubing signs) around and within window and door openings.
 - b. Aerial lasers and/or “searchlight” style lights.
 - c. Flashing, moving, or intermittent lights (including lighting that changes colors).
 - d. Other intense lights, defined as having a light source exceeding 3,000 lumens per fixture.
- K. *Special Exception Lighting.*
- a. Lighting systems not complying with the requirements of this Article, but consistent with its intent, may be considered by the Planning Commission, subject to special land

- use approval. This includes instances of: a) Sport fields and stadiums. b) Public monuments, public buildings, government facilities, and religious institutions. c) Any other lighting application determined to be appropriate by the Planning Commission. 2)
- b. The Planning Commission must find that the proposed lighting will not create unwarranted glare, sky glow, or light trespass. The applicant must demonstrate that every reasonable effort has been made to mitigate obtrusive light and artificial sky glow, supported by a signed statement from a registered engineer or by a lighting certified professional describing the mitigation measures.

L. *Lighting Nuisance Violations*: Any luminaries erected, constructed, enlarged, altered, replaced, moved, improved, or converted contrary to the provisions of this section shall be unlawful and declared a light nuisance as determined by the Building Official, and is subject to abatement in accordance with Illuminating Engineering Society of North America (IESNA) recommendations in the manner provided by law.

M. *Non-conformities*. The elimination of the nonconformities in a zoning district may be declared to be for a public purpose and wellbeing. Noncompliant illumination levels must be addressed and reduced to a level compliant with the regulations of this section. Nonconforming illumination levels must be addressed within **one year from the time of the adoption** of this section, except as authorized by the Zoning Board of Appeals.

OR

Non-Conformities: Any nonconformities existing at the time of the enactment of this section may continue or be maintained subject to the following provisions, provided that they do not cause a nuisance.

- a. If a nonconforming luminaire is destroyed, it shall be repaired, reconstructed or replaced, in conformity with all the provisions of this ordinance, and the remnants of the former luminaire shall be removed from the property. For purposes of this section, a nonconforming luminaire is “destroyed” if damaged to an extent that the cost of repairing the luminaire to its former condition or replacing it with an equivalent luminaire equals or exceeds 50 percent of the replacement value of the luminaire so damaged, including labor.
- b. Subject to the other provisions of this section, nonconforming luminaries may be repaired so long as the cost of such work does not exceed 50 percent of the cost of such luminaire within any 12-month period.
- c. At the time that a non-conforming luminaire is replaced, moved, upgraded, or otherwise changed, the luminaire must be brought into compliance with the requirements of this ordinance. Routine maintenance, including changing the lamp, ballast, starter, photo control, lens and other required components, is permitted for all existing fixtures.

Section 2. Repealer Clause. Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. Validity and Severability. Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of the Ordinance.

Section 4. Effective Date. This Ordinance shall be effective twenty (20) days from and after its adoption by the City of Grosse Pointe Woods City Council.

AYES.....

NAYS.....

ABSENT.....

Arthur W. Bryant, Mayor

Attested:

Paul Antolin, City Clerk

CERTIFICATION OF CLERK

I, Paul Antolin, City Clerk of the City of Grosse Pointe Woods, Wayne County, Michigan, do hereby certify that Ordinance No. _____ was adopted by the City Council of Grosse Pointe Woods, assembled in regular session on August _____, 2024. Said Ordinance was posted in the following places:

Notice of said posting was published in _____(insert newspaper) on July _____, 2024.

Paul Antolin, City Clerk

First Reading: _____

Proposed Second Reading: _____

Published by Title: _____

Adopted: _____

Effective:

Published Final:

MCKENNA

Memorandum: Site Grading

TO: Grosse Pointe Woods Planning Commission
FROM: Brigitte Smith Wolf, AICP
SUBJECT: **Site Grading for Residential (Plot Plan) and Commercial Development Projects – ZO Language**
DATE: July 18, 2024

The Building Department with AEW Engineering offers the following revisions to the City Code of Ordinances Chapter 26 – Land Development Section 26-5 Residential plot plan and site plan submittals and Section 26-34 to provide clarity the site grading information needed for residential versus commercial projects.

Section 26-5 Residential plot plan and site plan submittals is proposed to be entirely replaced with new language to clarify the information needed, in regard to grading, for additions or accessory buildings added exceeding 300 sq. ft.

Section 26-34 Site grading has been revised to clarify that it pertains to non-residential development projects.

In the pages following the proposed revisions, I have attached a version of the Ordinance as each Section currently reads.

Further explanation can be provided at the public hearing and in discussion at the Planning Commission meeting. I am also available to address questions prior to the meeting via email (bsmith@mcka.com) or by phone.

HEADQUARTERS
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**CITY OF GROSSE POINTE WOODS
WAYNE COUNTY, MICHIGAN**

ORDINANCE NO. ____ _

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, CHAPTER 26 – LAND DEVELOPMENT TO AMEND ARTICLE 1. SECTION 26-5. RESIDENTIAL PLOT PLAN AND SITE PLAN SUBMITTALS TO PROVIDE CLARITY TO SITE GRADING REQUIREMENTS.

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Section 1. The City of Grosse Pointe Woods Code of Ordinances, Chapter 26 – Land Development, Section 26-5 Residential plot plan and site plan submittals, is hereby amended to strike the existing language and replace with the regulations of submittals with grading information as follows:

26.5. Residential plot plan and site plan submittals

~~(a) — *Topographical survey requirements.* For all plot plans and acreage/nonplatted parcels, a full topographic survey is required. Surveys require location and description of all underground utilities; rims and inverts of all manholes, catchbasins and stop boxes; north arrow; property corners, irons, monuments and fences; a 50-foot grid of existing elevations to 100 feet offsite (including lot corners); existing structures with finished grade and finished floor elevations of all structures on adjacent lots; all vegetation and trees on adjacent lots and lot to be developed; and the public drainage course to which the proposed lot will drain. Elevations must be corrected to conform to the North American Vertical Datum (NAVD)/city datum with a minimum of two benchmarks being depicted on the plans. This list is not intended to be all inclusive.~~

(a) *Required.* Whenever grading is altered on a site and/or there is a proposed addition to a residential principal or accessory building exceeding 300 sq. ft., the owner and/or building contractor must submit a topographical survey to the building department.

(1) *Contents.* The plot plan shall provide all the information required in the Grosse Pointe Woods Plot Plan Requirements Checklist

- a. Existing elevations of the parcel;
- b. Elevations within 50 [consider 25 feet; preserve the 100 feet for Grading Plans] feet of the property lines of the parcel;
- c. Final grade elevation of any existing building within 100 feet of the property lines of the parcel;

- d. Elevations every 50 feet along the centerline of all roads and road ditches adjacent to the parcel;
- e. All utilities including sanitary and storm sewer, water main, gas, telephone, and electrical. Inverts, castings and finished grades are required, where applicable;
- f. Confirmation that a MISS DIG ticket has been requested and processed by noting the permit number on the plan, when applicable.
- g. All vegetation and trees on adjacent lots (within 50' of subject parcel) and lot to be developed; [confirm how far into adjacent lots must be captured]
- h. Proposed elevations of the surface after the earth moving operation is complete, including detailed surface drainage pattern defined by flow arrows, percentages of surface grades and the surface drainage outlet;
- i. North arrow and dimensions of the parcel;

(2) A minimum of two (2) NAVD 88 benchmarks are required. All elevations shown on the plan must be to NAVD 88.

(b) *Grading and drainage.*

- ~~(1) *Plan.* A grading plan is required with all plot plan submittals and must include the following information:

 - a. Proposed elevations at all lot corners, along side lot lines immediately adjacent to existing and/or proposed structures, in swales and ditches at regular intervals not to exceed 50 feet, and at all proposed building corners.
 - b. The plan must contain sufficient information to detail the drainage of the lot. All site drainage must be directed to a public drain. If no public drain is immediately available or adjacent to the site, it will be the responsibility of the site developer to extend drainage to the site from an approved outlet. When insufficient depth exists to service a site, it may be necessary for the developer to deepen the existing drain to service the site.~~
- ~~(2) *Elevation.* Existing elevations at property lines shall be met by new construction. In no case shall on site drainage be directed to an adjacent site or shall existing offsite drainage patterns be interrupted.~~
- ~~(3) *Slopes.* Slopes of swales on site shall be 0.50 percent or greater.~~
- ~~(4) *Storm drainage.* Storm drains shall be designed to conform to [section 26-3](#), Site grading and drainage water collection and disposal. On site storm sewers, when servicing only the parcel being developed, are to be a minimum of eight inch diameter and are to be constructed of minimum schedule [40](#) PVC or SDR 23.5 ABS, or equal.~~
- ~~(5) *Pipes.* Minimum pipe slopes shall be sufficient to provide a velocity of 2.5 fps or greater. When servicing more than one parcel, the pipe shall be a minimum eight inch diameter and be constructed in a 12 foot wide easement dedicated to the city. A larger pipe or easement may be necessary as determined by the city engineer.~~
- ~~(6) *System compliance.* All the components of the stormwater system, including rims and grates shall be in accordance with the current city storm sewer detail sheets.~~

(b) Grading plan.

- (1) *Required.* Prior to issuance of a building permit for any new residential principal building or for an addition to a residential principal building that increases the footprint of the principal residential building by more than 50%, and prior to any grading or other land improvement that may alter or increase drainage or contribute to soil erosion or sedimentation, the owner or building contractor must submit a grading plan to the Building Department. However, even if the foregoing standards are not met, the Building Official has full discretion to require the submission of a grading plan.

The grading plan must be signed and sealed by a licensed engineer or surveyor and must be reviewed by the Building Official and/or City Engineer to determine whether the proposed structure and any proposed grading changes will negatively impact adjacent property owners.

- (2) *Contents.* The grading plan must depict one half foot contours of the area, be on a scale of at least one-inch equals 10 feet, and must show all property and structures within 100 feet of the property for which the permit is being sought. Specifically, the grading plan must include the following:
- a. Identify benchmarks, existing grades and elevations at each lot corner and grade change points; if applicable, indicate existing structure(s) to be demolished.
 - b. Finish grade and finish floor elevations for the first floor, garage, and basement for all structures on the parcel;
 - c. The location and elevations of all utilities and proposed tie-ins, including manholes on or within 100 feet of the parcel;
 - d. Drainage arrows showing the flow of stormwater runoff to be directed to approved discharge areas, including, but not limited to, the location of pop-ups, French drain(s), a sump pump, or connection to the existing storm/sewer system.
 - e. Location of existing and proposed sidewalk and driveway, including the slope of the driveway to the street.
 - f. Temporary and permanent soil erosion and sedimentation control, including, but not limited to, silt fencing, catch basin inserts I the street adjacent to the subject parcel, etc.;
 - g. Location of existing trees within the right-of-way.

Section 2. **Repealer Clause.** Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. **Validity and Severability.** Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of the Ordinance.

Section 4. **Effective Date.** This Ordinance shall be effective twenty (20) days from and after its adoption by the City of Grosse Pointe Woods City Council.

AYES.....

NAYS.....

ABSENT.....

Arthur W. Bryant, Mayor

Attested:

Paul Antolin, City Clerk

CERTIFICATION OF CLERK

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Notice of said posting was published in _____(insert newspaper) on July _____, 2024.

Paul Antolin, City Clerk

First Reading: _____

Proposed Second Reading: _____

Published by Title: _____

Adopted: _____

Effective:

Published Final:

CITY OF GROSSE POINTE WOODS
WAYNE COUNTY, MICHIGAN

ORDINANCE NO. ____ _

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, CHAPTER 26 – LAND DEVELOPMENT TO AMEND ARTICLE 2. SECTION 26-34. SITE GRADING TO PROVIDE CLARITY TO SITE GRADING REQUIREMENTS.

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Section 1. The City of Grosse Pointe Woods Code of Ordinances, Chapter 26 – Land Development, Section 26-34 Site Grading, is hereby amended to amend the first sentence to clarify development project requiring a complete site grading plan:

26.34. Site Grading

A site grading and stormwater collection and disposal plan is required for all developments with a non-residential component. If the building site is in a subdivision or other project for which a general site grading plan has been submitted and approved, no separate grading plan or permit will be required. An enclosed storm drainage system shall be designed for all land development projects. If there are any upstream watershed drainage areas which need to be drained through the site under design consideration, sufficient capacity shall be provided to take fully developed upstream watershed drainage areas. Surface water runoff from the proposed improved site shall not be drained on adjacent property.

- (1) * * *
- (2) * * *
- (3) * * *
- (4) * * *
- (5) * * *
- (6) * * *
- (7) * * *
- (8) * * *

Section 2. Repealer Clause. Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

Section 3. Validity and Severability. Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of the Ordinance.

Section 4. Effective Date. This Ordinance shall be effective twenty (20) days from and after its adoption by the City of Grosse Pointe Woods City Council.

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Arthur W. Bryant, Mayor

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Paul Antolin, City Clerk

First Reading: _____

Proposed Second Reading: _____

Published by Title: _____

Adopted: _____

Effective:

Published Final:

Sec. 26-5. - Residential plot plan and site plan submittals.

- (a) *Topographical survey requirements.* For all plot plans and acreage/nonplatted parcels, a full topographic survey is required. Surveys require location and description of all underground utilities; rims and inverts of all manholes, catchbasins and stop boxes; north arrow; property corners, irons, monuments and fences; a 50-foot grid of existing elevations to 100 feet offsite (including lot corners); existing structures with finished grade and finished floor elevations of all structures on adjacent lots; all vegetation and trees on adjacent lots and lot to be developed; and the public drainage course to which the proposed lot will drain. Elevations must be corrected to conform to the North American Vertical Datum (NAVD)/city datum with a minimum of two benchmarks being depicted on the plans. This list is not intended to be all inclusive.
- (b) *Grading and drainage.*
- (1) *Plan.* A grading plan is required with all plot plan submittals and must include the following information:
 - a. Proposed elevations at all lot corners, along side lot lines immediately adjacent to existing and/or proposed structures, in swales and ditches at regular intervals not to exceed 50 feet, and at all proposed building corners.
 - b. The plan must contain sufficient information to detail the drainage of the lot. All site drainage must be directed to a public drain. If no public drain is immediately available or adjacent to the site, it will be the responsibility of the site developer to extend drainage to the site from an approved outlet. When insufficient depth exists to service a site, it may be necessary for the developer to deepen the existing drain to service the site.
 - (2) *Elevation.* Existing elevations at property lines shall be met by new construction. In no case shall on-site drainage be directed to an adjacent site or shall existing offsite drainage patterns be interrupted.
 - (3) *Slopes.* Slopes of swales on site shall be 0.50 percent or greater.
 - (4) *Storm drainage.* Storm drains shall be designed to conform to section 26-3, Site grading and drainage water collection and disposal. On site storm sewers, when servicing only the parcel being developed, are to be a minimum of eight-inch diameter and are to be constructed of minimum schedule 40 PVC or SDR 23.5 ABS, or equal.
 - (5) *Pipes.* Minimum pipe slopes shall be sufficient to provide a velocity of 2.5 fps or greater. When servicing more than one parcel, the pipe shall be a minimum eight-inch diameter and be constructed in a 12-foot wide easement dedicated to the city. A larger pipe or easement may be necessary as determined by the city engineer.
 - (6) *System compliance.* All the components of the stormwater system, including rims and grates shall be in accordance with the current city storm sewer detail sheets.

(c) *Utilities.*

- (1) *Sanitary sewer.* A six-inch diameter sanitary sewer lead shall be provided for each residence leading to a sanitary sewer. The lead shall have a minimum slope of one percent and shall be constructed of a minimum schedule 40 PVC or SDR 23.5 ABS. No more than one single-family residence shall utilize an individual lead.
- (2) *Storm sewer.* A sump pump lead shall be provided for each residential structure so equipped. The lead shall be a minimum three-inch diameter and be constructed of a minimum schedule 40 PVC or SDR 23.5 ABS. The lead must outlet to an approved public drain.

(Code 1997, § 48-5; Ord. No. 735, § 1, 4-19-1999)

Sec. 26-34. - Site grading.

A site grading and stormwater collection and disposal plan is required for all developments. If the building site is in a subdivision or other project for which a general site grading plan has been submitted and approved, no separate grading plan or permit will be required. An enclosed storm drainage system shall be designed for all land development projects. If there are any upstream watershed drainage areas which need to be drained through the site under design consideration, sufficient capacity shall be provided to take fully developed upstream watershed drainage areas. Surface water runoff from the proposed improved site shall not be drained on adjacent property.

- (1) Each development shall have an overall grading plan showing grades for side yards, rear yards, sidewalks, and catchbasins. Storm sewers, building finish floor grades, brick ledge (ground) grades and direction of surface drainage flow shall be shown.
- (2) Rear yard storm sewers shall be required in all subdivisions and residential condominium developments. Catchbasins (two-inch minimum diameter) shall be placed at every other lot corner so that every dwelling directly abuts a catchbasin in at least one corner. All catchbasin outlet sewers shall extend in side lot easements to the public storm sewer in the road right-of-way.
- (3) Any required rear yard and side yard drain easements shall be a minimum of 12 feet wide. The city engineer shall require additional easement width when sewer size depth, soils or other conditions warrant a wider easement.
- (4) Site grading for all building sites shall be reviewed to determine that proposed and/or actual site grading is proper and that drainage from land lying upstream is not obstructed and that downstream properties will not be diversely effected by runoff from the property under design consideration.
- (5) Before a certificate of occupancy for any building is issued, the building inspector shall approve the final site grading and drainage for each building; and/or the building inspector shall require that a survey, drawing, and certificate done by a registered professional

engineer or registered land surveyor be furnished by the developer indicating that the work has been completed in conformity to the approved site grading and drainage plan.

- (6) It shall be unlawful for any person to interfere with, modify or obstruct the flow of drainage water across any property in any manner different from the approved plan.
- (7) During periods of the year when weather conditions make site grading work unfeasible, a temporary certificate of occupancy may be issued, subject to the furnishing of a satisfactory bond, letter of credit or cash deposit in an amount determined by the city engineer or building inspector and approved by the city administrator, guaranteeing the completion of the work when weather conditions permit.
- (8) Any property owner claiming to be aggrieved by any site grading work, or decision of the administrator relative to site grading of a parcel of property, shall have the right to appeal the decision of the administrator to the city council. Such an appeal must be requested in writing, stating fully and clearly the reasons for the request and including any supplemental information and data that may aid in the analysis of the proposed request. Written notice of the date and time of the hearing shall be delivered to the owner of the property on which the grading work has, is or will be performed. In conjunction with a determination on the appeal, the council has express authority to assess actual costs against the owner of the property on which the grading work has, is or will be performed. The amount of the filing fee will be reimbursed to the applicant in the case of a successful appeal.

(Code 1997, § 48-32; Ord. No. 735, § 1, 4-19-1999)



CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT REPORT

TO: PLANNING COMMISSION

FROM: JEREMY COLLINS, BUILDING OFFICIAL

DATE: JULY 23, 2024

SUBJECT: BUILDING DEPARTMENT REPORT

This past month, no Commercial Certificate of Occupancies were issued.

A building permit was issued to Crispelli’s for an exterior patio and rear storage shed at 19852 Mack. The construction value of the project was \$40,000.00.

A building permit was issued for replacing an existing parking lot, and approach project at 19639 Mack Ave (Medical Office Building). The construction value of the project was \$ 47,300.00.

A building permit was issued for Bank of America for an interior improvement project at 19700 Mack Ave. The construction value of the project was \$ 1,115,000.00.

A building permit was issued for Village Day Spa for an interior renovation at 20095 Mack Ave. The construction value of the project was \$ 60,000.00.

A building permit was applied to Friendship Factory for an interior renovation project at 20100 Mack Ave. The construction value of the project was \$ 75,000.00 – *Permit status:* Waiting for approval.

Social District & Outdoor Café Permits issued

- Crispelli’s – 19852 Mack Ave. (Social District & Outdoor café)
- Mack Ave Grill – 19841 Mack Ave. (Social District)
- Telly’s – 20791 Mack Ave. (Social District)
- Da Edoardo’s – 19767 Mack Ave. (Social District)
- Someday Brewing – 20746 Mack Ave. Social District Permit. Someday Brewing has also been approved for an outdoor seating area at the rear of building.

A commercial sale application was applied to 21138 Mack Ave., the former Grosse Pointe Cleaners & Laundry, which has been vacant for several years. It is under sales contract and we are anticipating a new business in the near future.

An interior renovation for multitenant office suites at 20916 Mack Ave. is nearing completion with final approval anticipated in the coming weeks.