



CITY OF GROSSE POINTE WOODS

PLANNING COMMISSION MEETING AGENDA

Tuesday, September 24, 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. **RECEIPT OF FINAL APPROVED MINUTES**
 - A. Planning Commission Meeting – July 23, 2024
 - B. Planning Commission Meeting Cancellation – August 27, 2024
7. **PUBLIC HEARINGS - None**
8. **NEW BUSINESS**
 - A. Discussion on input received on the Master Plan draft during the public review period.
9. **OLD BUSINESS**
10. **BUILDING OFFICIAL'S MONTHLY REPORT**
 - A. Building Department Report - August and September 2024
11. **COUNCIL REPORT/s**
 - A. August 12, 19 – Hamborsky; September 9, 16 – O'Keefe
 - B. Next Month: October 7, 21 – McNelis
12. **PUBLIC COMMENT**
13. **ADJOURNMENT**

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **JULY 23, 2024**, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:06 p.m. by Chair McNelis.

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

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

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

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

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

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

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

Chair McNelis recognized Council Representative Gafa.

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

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

Motion carried by the following vote:

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

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

Motion carried by the following vote:

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

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

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

Motion carried by the following vote:

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

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

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

No one wished to speak in support.

No one wished to speak in opposition.

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

Motion carried by the following vote:

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

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

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

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

Motion carried by the following vote:

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

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

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

No one wished to speak in support.

No one wished to speak in opposition.

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

Motion carried by the following vote:

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

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

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

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

Motion carried by the following vote:

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

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

Motion carried by the following vote:

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

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

Motion carried by the following vote:

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

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

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

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

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

Motion carried by the following vote:

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

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

Motion carried by the following vote:

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

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

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

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

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

Commissioner Hamborsky will cover the August City Council meetings.

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

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

Motion carried by the following vote:

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

Respectfully Submitted,
Paul Antolin
City Clerk



CITY OF GROSSE POINTE WOODS PLANNING COMMISSION AGENDA

Tuesday, August 27, 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. **RECEIPT OF FINAL APPROVED MINUTES**
 - A. Planning Commission Meeting – July 23,, 2024
7. **PUBLIC HEARINGS** – None
8. **NEW BUSINESS** – None
9. **OLD BUSINESS** – None
10. **BUILDING OFFICIAL'S MONTHLY REPORT**
 - A. Building Department Report – August 2024
11. **COUNCIL REPORT/s**
 - A. August 12, 19 – Hamborsky
 - B. Next Month: September 9, 16 – McNelis
12. **PUBLIC COMMENT**
13. **ADJOURNMENT**

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.

From: [Amy Lawrence-Skwiers](#)
To: [Rose Kim](#)
Subject: Grosse Pointe Woods Parking Meters
Date: Monday, September 16, 2024 11:11:39 AM

Hello,

I was provided your contact info to contact express concerns over the archaic parking meter situation that plagues Grosse Pointe Woods. As a resident I am frustrated in a near daily basis at the coin based meter system as well as the number of broken meters I encounter. We are the only of the "5 Pointes" that still hangs in to this antiquated system. It's been a common and vocalized complaint for years yet no one seems to act upon it. I recognize the overall investment is likely quite costly however, when you look at the amount of money that would be gained for multiple people paying for a meter during overlapping time frames and the cost that would be eliminated on lost revenue from broken and jammed meters -in addition to the saving of not having to pay a city funded meter person it's a no brainer.

Right now, if I pull up to a meter with minutes left I do not have to pay unless I will exceed the time left paid by the previous user. If we had an app based system that wouldn't be the case. Realistically, one meter spot could make money off several people in one hour compared to the one person that put in the hours worth of coins. Additionally, it's an another step forward in modernizing our city that GPW most desperately needs to boost attraction and desirability.

For years this issue has been z"under advisement" without action. Let's move forward!!

Thank you,

Amy Skwiers
586-914-5914
[EXTERNAL] This email originated from outside of your organization

From: [Amy Lawrence-Skwiers](#)
To: [Rose Kim](#)
Subject: Grosse Pointe Woods Parking Meters
Date: Monday, September 16, 2024 11:11:39 AM

Hello,

I was provided your contact info to contact express concerns over the archaic parking meter situation that plagues Grosse Pointe Woods. As a resident I am frustrated in a near daily basis at the coin based meter system as well as the number of broken meters I encounter. We are the only of the “5 Pointes” that still hangs in to this antiquated system. It’s been a common and vocalized complaint for years yet no one seems to act upon it. I recognize the overall investment is likely quite costly however, when you look at the amount of money that would be gained for multiple people paying for a meter during overlapping time frames and the cost that would be eliminated on lost revenue from broken and jammed meters -in addition to the saving of not having to pay a city funded meter person it’s a no brainer.

Right now, if I pull up to a meter with minutes left I do not have to pay unless I will exceed the time left paid by the previous user. If we had an app based system that wouldn’t be the case. Realistically, one meter spot could make money off several people in one hour compared to the one person that put in the hours worth of coins. Additionally, it’s an another step forward in modernizing our city that GPW most desperately needs to boost attraction and desirability.

For years this issue has been z”under advisement” without action. Let’s move forward!!

Thank you,

Amy Skwiers
586-914-5914
[EXTERNAL] This email originated from outside of your organization

From: [Maddy Kay](#)
To: [Rose Kim](#)
Subject: GPW Master Plan
Date: Tuesday, August 20, 2024 10:25:03 AM

Consider with new commercial building up several stories
Parking: change medians on Mack to angled parking
First residential block off Mack designate business day use parking only = 9a -6p. along all Mack Ave streets. Homes have driveways that are not used to full extent.

Madelyn 586-817-9688
Caring about what others care about is what caring about is all about.... Floyd Wickman, Realtor

[EXTERNAL] This email originated from outside of your organization

From: [Andrea Rogos](#)
To: [Rose Kim](#)
Subject: Stickers for App as an option for parking meters?
Date: Monday, September 9, 2024 3:47:54 PM

Hello Kim,

My husband and I attended the GPW open house a year or so ago, and I wanted to see if there are any plans to modernize our parking/meter situation along Mack?

We spoke to several people that evening that agreed with us that our current meter system is quite archaic. We submitted our comments about encouraging the possibility of placing a sticker on each meter, that would allow consumers the option to pay for parking via an app instead of coins if they wanted to. That would allow residents that are not comfortable with an app to still use change if they wanted (especially since those meters are relatively new).

I reviewed the master plan, and it does not appear that there are any plans to address the situation. I was recently in a conversation with multiple fellow residents and business owners on Facebook about how the city's archaic meters are proving to be a detriment because people do not have an abundance of change available these days to park since our society has become so 'cashless', so they may avoid frequenting those businesses simply because of the inconvenience of having to pay with coins.

I have been to many cities (Bloomington, IN, West Lafayette, IN, Clearwater Beach FL, Ann Arbor, Ferndale, Grosse Pointe City, and downtown Detroit just to name a few) where parking apps are used.

I think it would be in the best interest of the city to investigate the possibility of providing consumers the added convenience of an app so a meal, doctors appointment, spa visit, etc. does not need to be 'interrupted' for someone needing to put change in a meter, since it would be so much easier to add time using an app.

If you could please let me know the status of this with the city and who else I should reach out to to ensure this is given consideration, I would really appreciate it.

Thank you,
Andrea Rogos

Sent from my iPhone
[EXTERNAL] This email originated from outside of your organization



CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT REPORT

TO: PLANNING COMMISSION

FROM: JEREMY COLLINS, BUILDING OFFICIAL

DATE: JULY & AUGUST, 2024

SUBJECT: BUILDING DEPARTMENT REPORT

A building permit was issued to 20095 Mack Ave., for The Village Day Spa. Rough electric and rough mechanical inspections have been completed. The owner was having trouble finding a plumbing contractor but has informed the building department that one has signed on to the project and a plumbing permit will soon be applied for.

A building permit was issued to 20331 Mack Ave., Nino Salvaggio’s Café, for interior demo only.

A building permit was issued to 21303 Mack Ave., Comerica Bank, to rebuild approximately 53 linear ft. of brick screen wall at the north side of the front parking lot. The project is nearly complete.

A building permit was applied to Bank of America for an interior improvement project at 19700 Mack Ave. The construction value of the project was \$ 1,115,000.00 – *Plan review has been approved.* The applicant is searching for a contractor to complete the work. Permit fees are still due before the permit will be issued.

Sign permits were submitted to Bank of America at 19700 Mack Ave – Permits status: Waiting for revised plans.

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: Approved.* Rough inspections have been approved. The project is nearing completion with an anticipated opening date near the end of September.

20139 Mack Ave, Ahee jewelers is making good progress with their addition project. A rough building inspection was completed on September 17th. Fire Suppression plans have been approved by our 3rd party reviewer and we are awaiting the application from the contractor in order to issue. A fire alarm permit was submitted and processed on September 17th - *Fire Alarm permit status: Waiting for approval by 3rd party.*

21336 Mack Ave., Crosspointe Church is moving forward towards completion. Framing inspections have been completed and we are working with the architect and contractor on additional fire safety modifications.

An interior renovation project for multitenant office suites at 20916 Mack Ave. has been completed.