



NOTICE OF MEETING AND AGENDA
PLANNING COMMISSION MEETING
Tuesday, November 19, 2024 at 7:00 PM

*Robert E. Novitke Municipal Center - Conference Room,
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 – Special Meeting October 29, 2024
- 7. PUBLIC HEARINGS -- None**
- 8. NEW BUSINESS -- None**
- 9. OLD BUSINESS / DISCUSSIONS**
 - A. Discussion on Master Plan priorities and 2025 goal setting.
 - B. Discussion on short term rental ordinance.
- 10. BUILDING OFFICIAL'S MONTHLY REPORT**
 - A. Building Department Report – October to November 2024
- 11. COUNCIL REPORT/s**
 - A. November 18 – Vitale (O'Keefe)
 - B. Next Month: November 25 – Vitale; December 2, 16 – Fenton
- 12. PUBLIC COMMENT**
- 13. ADJOURNMENT**

SPECIAL PLANNING COMMISSION
10-29-24 - 46

MINUTES OF THE **SPECIAL PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **OCTOBER 29, 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 7:01 p.m. by Chair McNelis.

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

Also Present: City Planner, Brigitte Wolf
Recording Secretary, Gretchen Miotto
Council Representative Kenneth Gafa
Jill Bahm, Giffels Webster

MOTION by Gilezan, seconded by Fuller, to excuse Commission Members Hamborsky and Vitale from attendance at tonight’s meeting.

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

Chair McNelis recognized the two new members, Mackinnon and Marx.

Commission Hamborsky arrived at 7:03 pm.

Chair McNelis recognized Council Representative Gafa.

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

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

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

SPECIAL PLANNING COMMISSION
10-29-24 - 47

MOTION by O’Keefe, seconded by Fenton, that the October 22, 2024, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

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

The first item on the agenda was to continue to host a **Public Hearing to Consider the Draft Master Plan for Adoption**.

No one wished to speak in support of the Master Plan.

No one wished to speak in opposition of the Master Plan.

MOTION by Gilezan, seconded by Fuller, to close the **public hearing for the Consideration of the Draft Master Plan for Adoption**.

Motion carried by the following vote:

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

Chair McNelis closed the public hearing for the **Consideration of the Draft Master Plan for Adoption** at 7:05 pm.

There was no **New Business** to discuss.

The next topic under **Old Business** was **Consideration of the draft 2024 Master Plan for adoption**.

Jill Bahm of Giffels Webster spoke about the progress and offered one last priority exercise to be done before or after the other two items in Old Business. There were no additional comments.

MOTION by Gilezan, seconded by O’Keefe, to receive and place on file two resolutions related to the Master Plan.

Motion carried by the following vote:

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

SPECIAL PLANNING COMMISSION
10-29-24 – 48

MOTION by Gilezan, seconded by O’Keefe, that the Planning Commission adopt the Master Plan.

Motion carried by the following vote:

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

The next item under **Old Business** was **Consideration of Recommending the Special Land Use for a Class C Licensed Restaurant at 20710 Mack Avenue.**

Chair McNelis recused himself from items B-E.

MOTION by Gilezan, seconded by Fuller, to recuse Chair McNelis based on his affiliation with the two projects under review.

Motion carried by the following vote:

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

Planner Wolf provided an overview of the requirement for a Special Land Use in order for alcohol to be served. There are no conditions necessary in order to approve the Special Land Use. Each Special Land Use is independent of obtaining a liquor license. The site is sufficient to comply with the Master Plan.

MOTION by Fuller, seconded by Gilezan, that the Planning Commission recommend Special Land Use for a Class C Licensed Restaurant to 20710 Mack Avenue.

Motion carried by the following vote:

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

The next item under **Old Business** was **Consideration of the Site Plan of 20710 Mack Avenue for Approval.**

Planner Wolf provided an overview and noted that the Building Department recommends approving the Site Plan with 4 conditions: 1) Council approves the Special Land Use; 2) the number employees does not exceed 17, based on off-street parking requirements; 3) the installation of a protective barrier between the length of the off-street parking space and the sidewalk along Mack Avenue; and 4) screening around the dumpster is provided, satisfying the requirements of the Planning Commission and the Ordinance.

SPECIAL PLANNING COMMISSION
10-29-24 – 49

Victor Ansara spoke on behalf of the project and stated they feel all conditions are acceptable.

MOTION by Fuller, seconded by Fenton, that the Planning Commission approve the Site Plan of 20710 Mack Avenue with the inclusion of the 4 outlined conditions.

Motion carried by the following vote:

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

The next item under **Old Business** was **Consideration of Recommending the Special land use for a Class C Licensed Restaurant at 20195 Mack Avenue.**

Planner Wolf provided an overview of the requirement for a Special Land Use in order for alcohol to be served. There are no conditions necessary in order to approve the Special Land Use. Each Special Land Use is independent of obtaining a liquor license. The site is sufficient to comply with the Master Plan.

MOTION by Gilezan, seconded by Fuller, that the Planning Commission recommend Special Land Use for a Class C Licensed Restaurant to 20195 Mack Avenue.

Motion carried by the following vote:

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

The next item under **Old Business** was the **Consideration of the Site Plan of 20195 Mack Avenue for Approval.**

Planner Wolf provided an overview and noted that the Building Department recommends approving the Site Plan with 6 conditions: 1) The special land use for on-site sale and consumption of alcohol is approved by Council; 2) The number of employees in the largest shift does not exceed 5, based on off-street parking requirements on site, otherwise the parking configuration and dumpster location must be improved to create additional parking spaces; 3) A protective barrier between the length of the off-street parking space and the sidewalk along Norwood Drive is provided; 4) The shrubbery screen along the western property line facing the residential property is improved to not encroach on the public alley and improved to screen the entire length of the property, or the dumpster is relocated to the SW corner of the site with an enclosure to screen the property; 5) The dumpster screening is enhanced to satisfy the requirements of the Planning Commission and the Ordinance; and, 6) A city outdoor café permit and Wayne County approval is obtained for the outdoor seating in the public right-of- SPECIAL

PLANNING COMMISSION

10-29-24 – 50

way. Planner Wolf stated the city believes they can work with the applicant to meet all conditions administratively.

Branden McRill spoke on behalf of the project and is agreeable to all recommended conditions.

MOTION by Hamborsky, seconded by Fuller, that the Planning Commission approve the Site Plan of 20195 Mack Avenue with the inclusion of the 6 outlined conditions.

Motion carried by the following vote:

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

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

Next, the Planning Commission returned to the Master Plan priority exercise to assist with their recommendations to the Committee-of-the-Whole. All present commission members participated in the exercise by indicating their priorities.

Jill Bahm recommended that the priorities be reviewed and that City Council be allowed to add their thoughts. Bahm will provide another poster for “ongoing projects”. Planner Wolf will consolidate the exercise outcome to take to City Council.

Giffels Webster will add the resolution to the final Master Plan document and prepare it for website publication.

MOTION by Marx, seconded by Mackinnon, to adjourn at 8:15 p.m.

Motion carried by the following vote:

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

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

MCKENNA

Memorandum

TO: Grosse Pointe Woods Planning Commission
FROM: Brigitte Smith Wolf, AICP
SUBJECT: Master Plan Priorities and Goal Setting 2025
DATE: November 15, 2024

This memo includes a summary of the priorities set at the Special Meeting when the Master Plan was adopted on October 29, 2024. The action items have been ordered based on the number of stickers listed in support of the item. Items that received 3 or more stickers are listed, given the quantity of items marked with fewer. The photos below show all items marked during the last meeting. A complete list of all the action items in their original order, as listed in the Master Plan, is included on the pages following.

CURRENT ZONING ORDINANCE – RENEWABLE ENERGY USES

REFERENCE	ACTION ITEMS	# OF SUPPORT
Ongoing City Action C.5	Provide additional crosswalks, with emphasis on access to Parcels Middle School and the Library, along the Mack Avenue corridor, as needed.	9
Zoning Action Z.16	Encourage the development of pedestrian linkage between the commercial corridor and the residential neighborhoods.	6
Advocacy Action A.34	Consider establishing programs to provide assistance and support to residents for pocket parks and other neighborhood spaces.	4
CIP Action C.6	Improve street lighting and implement traffic calming measures along Mack Avenue to enhance safety for pedestrians and nighttime users.	4
CIP Action C.11	Where appropriate, consider the introduction of well-designed vertical elements along Mack Avenue. This could include multiple story buildings, architectural features, and/or tree plantings to break up the single-story continuum along Mack Avenue.	4
CIP Action C.16	Update coin-operated parking meters along Mack Avenue to a hybrid coin- and app- based parking meter system.	4
Zoning Action Z.19	Develop a short-term rental ordinance to decide how they will be regulated and, if allowed, how and where.	4
CIP Action C.8	Consider enhancements of neighborhood gateways throughout the City.	3
Ongoing City Action	All additional ongoing city action items.	

HEADQUARTERS
 235 East Main Street
 Suite 105
 Northville, Michigan 48167

☎ 248.596.0920
 ☎ 248.596.0930
 MCKA.COM

Communities for real life.

Advocacy Action Items

Item	Resident Goals					Priority
	1	2	3	4	5	
A.1						1
A.2						1
A.3						1
A.4						1
A.5						1
A.6						1
A.7						1
A.8						1
A.9						1
A.10						1
A.11						1
A.12						1
A.13						1
A.14						1
A.15						1
A.16						1
A.17						1
A.18						1
A.19						1
A.20						1
A.21						1
A.22						1
A.23						1
A.24						1
A.25						1
A.26						1
A.27						1
A.28						1
A.29						1
A.30						1
A.31						1
A.32						1
A.33						1
A.34						1
A.35						1

Capital Improvement Action Items

Crosswalks

Item	Resident Goals					Priority
	1	2	3	4	5	
C.1						1
C.2						1
C.3						1
C.4						1
C.5						1
C.6						1
C.7						1
C.8						1
C.9						1
C.10						1
C.11						1
C.12						1
C.13						1
C.14						1
C.15						1
C.16						1

Zoning Action Items		1	2	3	4	5	6
Zoning Action Items		1	2	3	4	5	6
Z.1	Assess current site plan review procedures and other administrative tasks to simplify and streamline the process in case of a large influx of applications after a severe weather event.						
Z.2	Consider development of a tree protection ordinance.						
Z.3	Consider implementation of universal design standards for new developments to ensure greater accessibility for people of all abilities and ages.						
Z.4	Create zoning overlays in specific areas that incentivize a mix of housing styles, including senior-friendly options, while maintaining design compatibility through architectural guidelines.						
Z.5	Establish a new Corridor Expansion Area zoning district overlay to align with the Future Land Use Plan and encourage redevelopment that is appropriate for community needs.						
Z.6	Explore developing regulations for ADUs (e.g., permitted sizes, locations on the property, design guidelines, and permitting processes).						
Z.7	Explore opportunities to provide support for home occupations (e.g., providing business support services, workshops/seminars, resource centers, etc.)						
Z.8	Explore zoning regulations for low impact development and stormwater management strategies (e.g., implementing of rain gardens, increasing tree canopy, reducing impervious surface, etc.)						
Z.9	Review and revise zoning regulations to provide developers with clear guidelines and best practices to make it easier to develop age-friendly housing in suitable locations, like near amenities or public transportation.						
Z.10	Review parking requirements for new developments along Mack Avenue.						
Z.11	Consider options which would allow appropriate increased mixed use zoning and redevelopment alternatives for certain areas along Mack Avenue (e.g., streamlined permit process).						
Z.12	Create development guidelines and zoning regulations to encourage a mix of residential housing styles.						
Z.13	Develop additional regulations for alleys where necessary to ensure improved alley function and appearance.						
Z.14	Develop and promote design guidelines to improve the appearance of the rear building facades on Mack Avenue. Encourage use of rear entrances as second entrances where appropriate.						
Z.15	Develop and promote design standards for buffers (landscaping, walls, berms, fences, etc.) between the alleys along Mack Avenue and adjoining residential properties by encouraging the use of complementary, quality buffers within the same alley.						
Z.16	Encourage the development of pedestrian linkage between the commercial corridor and the residential neighborhoods.						
Z.17	Identify landscape options for parking lots along or adjacent to Mack Avenue which would also provide more space for screening/buffering of the adjacent single-family homes.						
Z.18	Provide design guidelines for treatment of buffers to create a smooth transition between residential areas and non residential uses.						
Z.19	Develop a short-term rental ordinance to decide how they will be regulated and, if allowed, how and where.						

Action Items

Bringing plans to fruition is best done through consistent, incremental, and logical implementation of steps towards the final goals. The implementation matrices that follow are designed to show how the goals of the Master Plan are fulfilled by action items, or strategies. All boards and commissions are encouraged to read through the strategies to understand how they all work together to create a better community to live, work, and play.

In order to illustrate the connection between goals, objectives, and action strategies, each of the implementation matrices that follow align with the Master Plan goals, which are noted at the top of each matrix. Within each matrix, the action items are broken into subcategories intended to assist with identification and prioritization. Not all goals contain action items within each subcategory and some action items are repeated as they can advance more than one goal. The matrix subcategories are listed in [Table 4](#).

TABLE 4. Implementation Action Item Types

Action Item Type	Description
Zoning	These are items requiring zoning amendments and will generally be led by staff and the Planning Commission.
Advocacy	These will be items involving education of the community, including residents, business owners, property owners, developers and design professionals. They will be led by a combination of staff, boards and commissions. This may also involve City staff and officials working with county and state officials to coordinate plans and funding, as appropriate.
Capital Improvement	These items involve large capital investments, such as equipment, projects or studies, that require inclusion into the City’s Capital Improvement Plans (CIPs) in order to determine the most efficient time and method of completion and may involve multiple municipal departments.
Other	Other items may involve research, study, and further evaluation by staff and/or other boards and commissions.

The tables that follow list actions by type and indicate the related goals that would be met through the action, while leaving room to establish priority levels for short-term, mid-term, and long-term items as the next step following adoption of this plan. This chapter should be reviewed periodically and at least annually to assess progress and adequately budget for specific strategies. Each action should have a “lead,” a board, commission, group, or individual who is responsible for project initiation and coordination.


































TABLE 5. Implementation Matrix Columns

Matrix Column	Description
Action Item	The strategic actions necessary to carry out goals and objectives.
Lead Body	Identifies the primary party responsible for accomplishing the action item.
Priority / Time Frame	Identifies and prioritizes the time frame for the action item to be implemented. Generally, short time frames are intended as three years or less; medium time frames are three to five years, and long time frames are over five years. Priorities would generally be categorized as high, medium, or low.
Potential Funding Sources	Potential funding sources that could be utilized to accomplish the action item.
Potential Supporting Partners	Potential parties who may be involved in the accomplishment of the action item.
Abbreviations	PC = Planning Commission; Staff = City Staff; CC = City Council; MDOT = Michigan Department of Transportation; NA = Not Applicable; WCRC = Wayne County Road Commission




























Ongoing City Actions

Table 3 is a list of action items which includes actions that have been discussed by Planning Commission as ongoing, or “business as usual” actions the City has undertaken already. The City intends to continue to monitor, assess, execute, and/or maintain these actions on a continuous basis. These actions will contribute to carrying out the goals and objectives of this plan and currently do not need prioritization or further study in the same manner as the action items in the tables that follow.

TABLE 3. Ongoing City Actions

Action Item	Related Goals				
	1 Housing 	2 Economic Development 	3 Transportation 	4 Community Character 	5 Resiliency 
Zoning Action Items					
Z.1 Review and periodically update the Zoning Ordinance (evaluating the applicability and appropriateness of existing regulations for land use, setbacks, density, etc.)					
Z.2 Continuously monitor current zoning regulations and variance requests to assure that housing that is inconsistent with the surrounding neighborhood is not permitted.					
Advocacy Action Items					
A.1 Partner with local businesses and encourage business participation in community initiatives to foster greater connections within the City.					
A.2 Encourage the expansion and development of local business associations to benefit and support the City’s commercial district.					
A.3 Promote shared parking lots, especially along the Mack Avenue alleys in order to maximize parking efficiency.					
A.4 Provide and encourage participation in neighborhood park programming.					
A.5 Where appropriate, encourage business owners or restaurant owners to develop outdoor cafes and attractive plazas along Mack Avenue.					
A.6 Continue strict enforcement action on property maintenance and building code regulations.					
A.7 Continue to strictly enforce property maintenance codes for rental housing and develop additional regulations where required.					
A.8 Promote the use of high-quality materials and architectural detailing that complements the City’s traditional style.					
Capital Improvement Action Items					
C.1 Continue and enhance programs for the planting of street trees, maintenance of street trees and their replacement.					
C.2 Continue public investments in streetscape improvements, such as new benches, refuse receptacles, brick pavers, bike racks and street furniture along the Mack Avenue corridor.					
C.3 Continue improvements to recreational facilities.					



















Action Item	Related Goals				
	1 Housing 	2 Economic Development 	3 Transportation 	4 Community Character 	5 Resiliency 
C.4 Enhance gateway entrances into the City with well-landscaped plazas and entry signs.					
C.5 Provide additional crosswalks, with emphasis on access to Parcels Middle School and the Library, along the Mack Avenue corridor, as needed.					
C.6 Provide adequate street furniture and greenbelt buffers to encourage safe pedestrian use.					
C.7 Where appropriate, install public plaza areas, art, sculpture, outdoor seating areas.					
C.8 Implement a comprehensive emergency management system to notify residents about severe weather and other events.					
Other Action Items					
O.1 Prioritize zoning updates, considering sections in greatest need of revision and sections that can be updated with simple changes, that have broad consensus by the Planning Commission.					
O.2 Implement annual review and reporting regarding the status of the Master Plan action items.					
O.3 Continuously promote and utilize as a reference the various ongoing missions defined within the Master Plan.					




















Plan Action Items

















The following pages contain action items identified in 2024 as part of the Master Plan process. After adoption, the Planning Commission will assign time frames or priorities to the action items. These time frames are intended as guides and may be adjusted as resources allow or as other issues arise. The plan should be treated as a living document and the Planning Commission is expected to make changes (revisions, additions, deletions) to the tables as needed. Each year, as Planning Commission, City Council, and City staff consider action items to pursue for the upcoming year, this list should be revisited to determine consensus and appropriate items.

TABLE 6. 2024 Master Plan: Zoning Implementation Matrix

Related Goals	Zoning Action Items					Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
	1 Housing 	2 Economic Development 	3 Transportation 	4 Community Character 	5 Resiliency 				
Z.1 Assess current site plan review procedures and other administrative tasks to simplify and streamline the process in case of a large influx of applications after a severe weather event.									
Z.2 Consider development of a tree protection ordinance.									
Z.3 Consider implementation of universal design standards for new developments to ensure greater accessibility for people of all abilities and ages.									
Z.4 Create zoning overlays in specific areas that incentivize a mix of housing styles, including senior-friendly options, while maintaining design compatibility through architectural guidelines.									
Z.5 Establish a new Corridor Expansion Area zoning district overlay to align with the Future Land Use Plan and encourage redevelopment that is appropriate for community needs									

Section 9, Item A.





















Related Goals	1 Housing 	2 Economic Development 	3 Transportation 	4 Community Character 	5 Resiliency 	Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
Zoning Action Items									
Z.6 Explore developing regulations for ADUs (e.g., permitted sizes, locations on the property, design guidelines, and permitting processes).									
Z.7 Explore opportunities to provide support for home occupations (e.g., providing business support services, workshops/seminars, resource centers, etc.)									
Z.8 Explore zoning regulations for low-impact development and stormwater management strategies (e.g., implementing of rain gardens, increasing tree canopy, reducing impervious surface, etc.)									
Z.9 Review and revise zoning regulations to provide developers with clear guidelines and best practices to make it easier to develop age-friendly housing in suitable locations, like near amenities or public transportation.									
Z.10 Review parking requirements for new developments along Mack Avenue.									
Z.11 Consider options which would allow appropriate increased mixed use zoning and redevelopment alternatives for certain areas along Mack Avenue (e.g., streamlined permit process).									
Z.12 Create development guidelines and zoning regulations to encourage a mix of residential housing styles.									
Z.13 Develop additional regulations for alleys where necessary to ensure improved alley function and appearance.									

Related Goals	1 Housing 	2 Economic Development 	3 Transportation 	4 Community Character 	5 Resiliency 	Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
Zoning Action Items									
Z.14 Develop and promote design guidelines to improve the appearance of the rear building façades on Mack Avenue. Encourage use of rear entrances as second entrances where appropriate.									
Z.15 Develop and promote design standards for buffers (landscaping, walls, berms, fences, etc.) between the alleys along Mack Avenue and adjoining residential properties by encouraging the use of complementary, quality buffers within the same alley.									
Z.16 Encourage the development of pedestrian linkage between the commercial corridor and the residential neighborhoods.									
Z.17 Identify landscape options for parking lots along or adjacent to Mack Avenue which would also provide more space for screening/buffering of the adjacent single-family homes.									
Z.18 Provide design guidelines for treatment of buffers to create a smooth transition between residential areas and non-residential uses.									
Z.19 Develop a short-term rental ordinance to decide how they will be regulated and, if allowed, how and where.									






















Section 9, Item A.

TABLE 7. 2024 Master Plan: Advocacy Implementation Matrix

Related Goals	Advocacy Action Items					Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
	1 Housing	2 Economic Development	3 Transportation	4 Community Character	5 Resiliency				
A.1 Conduct resident and business satisfaction surveys regularly to measure satisfaction with City services and Master Plan progress and identify areas of improvement.									
A.2 Consider strategies to encourage residents to patronize local businesses (e.g., recognition programs, partnerships, etc.)									
A.3 Develop a city-wide resiliency plan (including contingency planning and identification of public resources to aid residents during emergencies).									
A.4 Develop an inventory of the existing trees in the City.									
A.5 Develop an outreach program that keeps residents and businesses informed and engaged, such as “community walkabouts,” educational workshops, and open forums. Tailor these efforts to attract specific demographics as needed.									
A.6 Engage and collaborate with surrounding communities to explore regional transportation options (e.g., trolley service expansion)									
A.7 Engage with the Grosse Pointe Chamber of Commerce to promote collaboration among businesses in the Grosse Pointes.									
A.8 Consider establishment of a public art program to support local artists and cultural events along Mack Avenue to create a vibrant and attractive corridor.									

Related Goals	1	2	3	4	5	Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
	Housing	Economic Development	Transportation	Community Character	Resiliency				
									
Advocacy Action Items									
A.9 Explore options to improve public transportation access along Mack Avenue.									
A.10 Organize and support neighborhood events or block parties to promote a sense of community identity.									
A.11 Organize joint emergency preparedness and response training, workshops, and activities with neighboring communities.									
A.12 Organize tree planting and care events to foster resident engagement and environmental stewardship.									
A.13 Encourage common design elements on individual sites to help develop an identity for the entire corridor. The design elements should include, but not be limited to, the following: 1) Consistent buffering, greenbelts, and landscape plantings within the corridor; 2) Consistent parking lot and directional signage and site lighting throughout the corridor; and 3) New buildings should be reviewed for architectural compatibility with the character of the area. New buildings should respect the existing, surrounding design characteristics.									
A.14 Establish programs for continued landscape maintenance along Mack Avenue including tree and shrub pruning to ensure that commercial establishments are not obscured by foliage and that clear sight lines are maintained at intersections.									
A.15 Explore grant programs through Wayne County, SEMCOG or MDOT for the improvement of traffic flow and safety on Mack Avenue.									

Section 9, Item A.

Related Goals	Advocacy Action Items					Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
	1	2	3	4	5				
	Housing	Economic Development	Transportation	Community Character	Resiliency				
A.16 Explore programs which will promote the City as an attractive community in which to live (e.g., enhancement of the City's website, community calendar, promotional brochure, etc.)									
A.17 Improve enforcement of property maintenance codes in rear of building and alley areas along Mack Avenue.									
A.18 Promote adequate and clearly designated parking spaces between the commercial uses and the alleys along Mack Avenue.									
A.19 Review placement and design of lighting within all alleys adjacent to Mack Avenue.									
A.20 Support, encourage, and collaborate with neighborhood associations to organize events that foster a sense of belonging and promote engagement.									
A.21 Support, encourage, and collaborate with neighborhood schools.									
A.22 Update and promote the City of Grosse Pointe Woods Storefront Design Guidelines and Master Plan that would include incentives for businesses to comply.									
A.23 Promote commercial and service vitality by emphasizing portions of the Mack Avenue corridor as entertainment and cultural centers, i.e., restaurants, library, retail center, etc.									
A.24 Encourage the location of new retail tenants, which may include "upscale" and/or nationally recognized retail chains as appropriate.									

Related Goals	1 2 3 4 5					Potential Funding Source	Priority / Time Frame	Lead Body	Potential Supporting Partners
	Housing	Economic Development	Transportation	Community Character	Resiliency				
Advocacy Action Items									
A.25 Consider conducting a comprehensive parking study which inventories public and private spaces, assesses parking demand and recommends detailed solutions for parking improvements on an area-by-area basis.									
A.26 Consider implementing incentives for new businesses to locate, or existing businesses to improve or expand, in the City.									
A.27 Consider the organization of governmental bodies, such as a Downtown Development Authority, with authorization to find redevelopment or planning projects within the Mack Avenue corridor.									
A.28 Considering investigating programs which will encourage re-investment or redevelopment of aged housing.									
A.29 Consider conducting neighborhood-specific needs assessments to identify priority improvements.									
A.30 Consider implementing incentives or grants for property owners to make alley improvements.									
A.31 Consider developing and tracking performance metrics for City services to promote efficient and transparent processes.									
A.32 Consider drafting a city-wide public participation plan to manage ongoing engagement with the public on planning projects and provide for effective and meaningful engagement during public hearings.									

Section 9, Item A.
































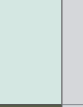
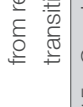






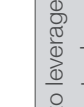



Related Goals		1	2	3	4	5	Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
	Advocacy Action Items	Housing	Economic Development	Transportation	Community Character	Resiliency				
A.33	Consider establishing a youth council to encourage greater youth participation in the City's community affairs.									
A.34	Consider establishing programs to provide assistance and support to residents for pocket parks and other neighborhood spaces.									
A.35	Consider organizing workshops and provide technical assistance to homeowners and developers on redeveloping or remodeling homes and navigating the permitting process.									

TABLE 8. 2024 Master Plan: Capital Improvement Implementation Matrix

Related Goals	1	2	3	4	5	Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
	Housing	Economic Development	Transportation	Community Character	Resiliency				
Capital Improvement Action Items									
C.1 Consider installation of electric vehicle (EV) charging stations in key public parking areas along Mack Avenue.									
C.2 Ensure adequate infrastructure exists to support mixed use residences along Mack Avenue.									
C.3 Explore opportunities to invest in new and emerging technologies to improve City services.									
C.4 Explore opportunities to share infrastructure investments with surrounding communities to enhance services provided to residents.									
C.5 Explore universal design and visibility concepts and how they may be applied throughout the City.									
C.6 Improve street lighting and implement traffic calming measures along Mack Avenue to enhance safety for pedestrians and nighttime users.									
C.7 Consider City management of coordinated streetscape elements on Mack Avenue (e.g., coordinated landscaping plan, seasonal banner program, signage, etc.)									
C.8 Consider enhancement of neighborhood gateways throughout the City.									
C.9 Identify high traffic areas and explore possible solutions.									
C.10 Consider implementing green infrastructure like rain gardens, pervious pavers, bioswales, etc.									

Section 9, Item A.

Related Goals	Capital Improvement Action Items					Lead Body	Priority / Time Frame	Potential Funding Source	Potential Supporting Partners
	1	2	3	4	5				
	Housing	Economic Development	Transportation	Community Character	Resiliency				
C.11 Where appropriate, consider the introduction of well-designed vertical elements along Mack Avenue. This could include multiple story buildings, architectural features, and/or tree plantings to break up the single-story continuum along Mack Avenue.									
C.12 Consider implementation of alternative street designs on an incremental basis for Mack Avenue.									
C.13 Explore potential public-private partnerships to leverage resources for larger capital improvement projects along Mack Avenue.									
C.14 Separate commercial areas along Mack Avenue from residential areas with well-designed buffers and transitions.									
C.15 Consider establishment of targeted funding programs for the Mack Avenue Corridor (e.g., Business Improvement District (BID), Principal Shopping District (PSD), Business Improvement Zone (BIZ), Corridor Improvement Authority (CIA).									
C.16 Update coin-operated parking meters along Mack Avenue to a hybrid coin- and app-based parking meter system.									

Memorandum

TO: Grosse Pointe Woods Planning Commission
FROM: Brigitte Wolf, AICP
SUBJECT: Short term rentals (rentals < 30 days)
DATE: November 15, 2024

REGULATIONS IN SURROUNDING NEIGHBORHOODS

Short-term rentals should be defined as rental of 30 days or less.

In surrounding neighborhoods, the following applies:

Short Term Rental Regulation	City of Grosse Pointe (adopted)	Grosse Pointe Park (drafted)
By District	Not allowed, except in the following areas: Commercial Business, Mixed-Use Districts (T-1, T-2) around the edge of the Village	Commercial vs Residential Districts allowed on ownership type (see below)
Based on ownership (investor vs owner-occupied)	-	Investor-owned in Commercial Owner-occupied in Residential Existing investor-owned in commercial may continue (non-conforming)

EXAMPLES FROM IN THE STATE

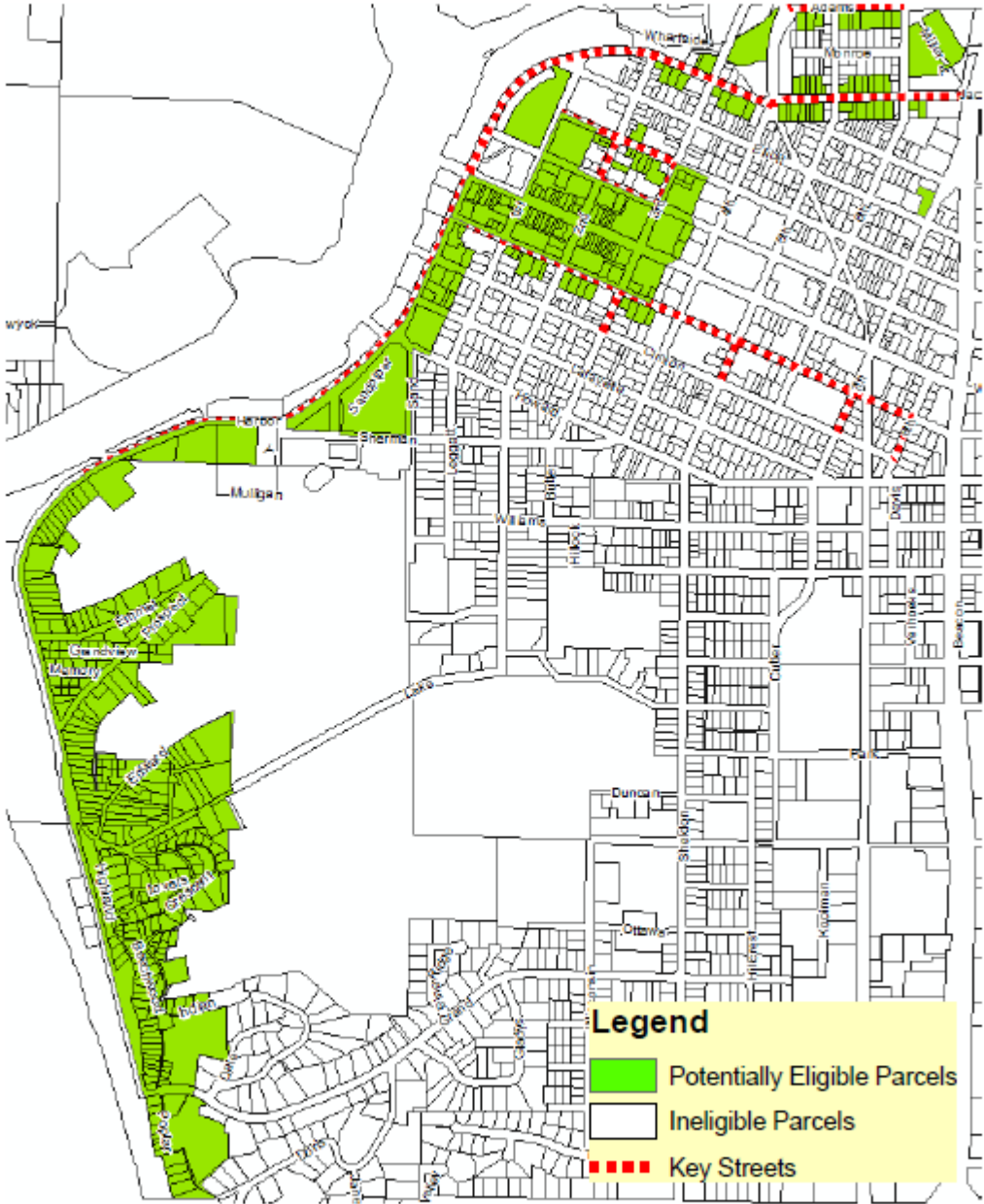
Based on the ZO map and existing conditions of the Zoning Ordinance, which areas could accommodate short term rentals.

Short Term Rental Regulation	Regulation Approach	By District
Saugatuck	With a task force, conducted a study and prepared a report with recommendations, which includes the following: Set Residential District Cap; however, there would not be for the downtown and commercial district. This was based on research that, due to demand for tourist short term housing, an uncapped method was causing too much strain on the neighborhoods in terms of worsening the housing supply shortage and increasing costs for people seeking to purchase homes in the City/area.	

	Additional recommendations include review noise ordinance and enforcement of it, requiring annual inspections for short term rentals, coordinating with neighboring municipalities to be cohesive, ensure management companies nearby, an additional trash receptacle necessary, considered an additional STR code enforcement officer and a designated STR code enforcement phone number, parking enforcement, and short term rentals must post certificate numbers.	
Grand Haven	Created eligibility map highlighted eligible parcels. Regulated via overlay district.	Designated areas include both residential and commercial Districts
Charlevoix	Example of a good neighbor policy – noise, fireworks, etc.– and a webpage: https://www.charlevoixmi.gov/427/Short-Term-Rentals	Designate overlay zone, based on the location to key streets.
St. Ignace	Regulate based on type of short term rental: <ul style="list-style-type: none"> - Category 1: Owner occupied, including 2 or more units (duplex, triplex, ADUs) - Category 2: Investor owned allowed by way of a use variance - this type of STR requires public hearing and notice to properties within 300 feet. The owner must also provide a contact to the property owner or local agent that they can contact 24-7. <p>(Section 38-364 A)</p> <p>There was also a short term rental hotline and additional licensing/registration created.</p>	Permitted in residential districts.
Traverse City	Regulated as vacation home rentals, with additional use standards and licensing requirements. For example, they allow ADUs with an accessory use of short-term rentals.	

GRAND HAVEN OVERLAY EXAMPLE

Short-Term Rental Eligibility Map*



**Disclaimer: This map is intended to be used as a reference document and should not be relied upon to make investment decisions. Properties that are already certified short-term rentals may be transferred to a new owner. Some properties shown on this map may in fact be ineligible for short-term renting due to factors such as parking, land use, or private covenants. Please contact the City Planner for specific property inquiries (616-935-3276).*

NEXT STEPS

We need to establish:

- 1. The goals / intent of the short term rental ordinance.
 - a. Based on discussion thus far, I believe it to be the following; however, we should discuss this further at the next meeting:
 - i. Preserve and create more housing stock for residents, especially families
 - ii. Allow for additional income source or property utilization without negatively impacting neighboring residents
 - iii. Set parameters on where short term rentals are fitting based on existing conditions of the City

What do you think about the objectives of the Ordinance listed thus far? What are we missing?

- 2. The zoning districts where it would be suitable, and to what extent.

What existing zoning districts or areas (along which streets) would this fit with the existing character?

- 3. If we should differentiate between owner occupied and investor owned.

What are your thoughts on this? What additional information do you need to decide this?



CITY OF GROSSE POINTE WOODS BUILDING DEPARTMENT REPORT

TO: PLANNING COMMISSION
FROM: JEREMY COLLINS, BUILDING OFFICIAL
DATE: OCTOBER & NOVEMBER, 2024
SUBJECT: BUILDING DEPARTMENT REPORT

19700 Mack Ave. – *Bank of America* – Three sign permits were issued on November 12th, 2024.

19702 Mack Ave. – (Bank of America – sub-address) Transformer – open form inspection approved on November 8th, 2024. Electrical permit for EV-chargers has been processed, issued and inspections scheduled.

19307 Mack Ave. – A building permit was applied for an interior renovation at the former Citizen’s Bank location for a new Verizon cellular phone retail store. The construction value of the project was \$485,000.00 – **Permit status:** Waiting for revised plans.

21143 Mack Ave. – *Hungry Howie’s* renovation project has passed final building and trades inspections. (**Pending:** mechanical permit - final inspection for a generator)

20139 Mack Ave. *Ahee Jewelers* – Interior renovation permit approved and issued on Nov. 04th 2024. An electrical permit was submitted for a heated parking lot on October 31st, 2024. **Permit Status:** AEW - Waiting for plan review result and invoice - McKenna plan review – *Approved*. **Fire Suppression -** Permit Status: Rough inspection scheduled for Nov. 19th, 2024.

21336 Mack Ave. - An electrical (*Fire Alarm*) permit was applied on October 29th 2024. Issued on Oct. 31st 2024 for an *Addition of smoke detectors, pull stations, and relays per remodeled corridors in Church, addition of devices for elevators recall*. Permit was approved by a third party “Fire Safety Consultants”. **Permit status:** rough inspection *approved* on Nov. 13th 2024, and final inspection ... on Nov. 14th 2024. *Building permit* – “addition with new elevator” – had final inspection on Nov. 14th 2024.

20065 Mack Ave. Fifth Third Bank will be updating exterior elements on the building. Installing new windows, new doors, removing shutters.

20095 Mack Ave. The Village Day Spa is nearing completion with final inspections scheduled for November 15th, 2024.

19325 Mack Ave. Merit Woods Pharmacy will be installing a new sign with a new business name. The new business name will be Village Pharmacy. Sign approval is pending review.

1548 S. Renaud Rd. A building permit was submitted for a residential addition at **1548 S. Renaud Rd.** The construction value of that project was \$ 140,000.00.