



CITY OF GROSSE POINTE WOODS

PLANNING COMMISSION MEETING AGENDA

Tuesday, October 26, 2021 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. PLEDGE OF ALLEGIANCE**
- 4. ACCEPTANCE OF AGENDA**
- 5. RECOGNITION OF COUNCIL REPRESENTATIVE/s**
- 6. WELCOME NEW COMMISSION MEMBERS**
- 7. APPROVAL OF MINUTES**
 - [A.](#) Planning Commission - 9/28/21
- 8. APPEAL OF DETERMINATION: 1469 Hawthorne**
 - [A.](#) Building Official Memo 10/20/21 with supporting documents
 - [B.](#) Letter of Appeal 10/01/21 with supporting documents
- 9. DISCUSSION: Master Plan Review**
 - [A.](#) Building Official Memo 10/21/21
- 10. BUILDING OFFICIAL'S MONTHLY REPORT/s**
 - A. Building Department Report - September 2021
- 11. COUNCIL REPORT/s**
 - A. October 4 & 18, 2021 - Chair Bailey
- 12. INFORMATION ONLY: Council Representatives for Next Meeting**
 - A. November 8 & 15, 2021 - Vice Chair Fuller
- 13. NEW BUSINESS: Subcommittees**
 - A. Solar Ordinance
 - B. 2020 Plan
 - C. Crosswalk/Pocket Park
 - D. Streetscape
- 14. PUBLIC COMMENT**
- 15. ADJOURNMENT**

09-28-21

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON SEPTEMBER 28, 2021, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

Roll Call: Chair Bailey
Planning Commissioners: Fuller, Gilezan, Vitale, Profeta
Absent: Hamborsky
Also Present: Building Official Tutag,
Council Member Granger
Melinda Billingsley
Estia Greek Street Food owners

MOTION by Gilezan, seconded by Fuller?, that commissioner Hamborsky be excused from tonight's meeting.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Profeta, Vitale
NO: None
Absent: Hamborsky

The Planning Commission, Administration, and the audience Pledged Allegiance to the Flag.

MOTION by Profeta, seconded by Vitale, that all items on tonight's agenda be received, placed on file, taken in order of appearance as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Profeta, Vitale
NO: None
Absent: Hamborsky

The Chair recognized Council Representative Granger who was in attendance at tonight's meeting.

MOTION by Fuller, seconded by Vitale, that the August 24, 2021 Planning Commission Meeting Minutes be received and placed on file as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Vitale
ABSTAIN: Profeta
NO: None
Absent: Hamborsky

09-28-21

The next item was a **SIGN VARIANCE: Sign Fabricators for Estia Greek Street Food, 20871 Mack Avenue**. Building Official Tutag presented an overview of the revised application per August 24, 2021 Planning Commission meeting. Building Official met with petitions onsite on September 9 and discussed modifications to the sign's area which was reduced to approximately 25 square feet which now conforms to our ordinance. Variance is still required for the height of the sign of 5 feet. Code allows a maximum height of 3 feet. Request for the Planning Commission to approve the height of the sign of 5 feet for the following reasons: 1) the request is within the spirit and intent of the ordinance and in the best interest of the city; 2) a sign with the applicant's logo "flame" in compliance with the ordinance would be out of scale with the façade of the lease space; 3) a sign complying with the ordinance on such a small store front would create a hardship for the applicant. The only condition is that the sign be installed within 6 months from the date of City Council action.

The petitioners attended the meeting to speak on this request: appreciated working with the Building Official and Planning Commission on this issue.

MOTION by Vitale, seconded by Fuller, that the Planning Commission recommend that City Council approve the sign variance request for Estia Greek Street Food, 20871 Mack Avenue, under the 3 conditions in the Building Official's 09-20-21 memo and the 6 month installation deadline after Council action.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Profeta, Vitale

NO: None

Absent: Hamborsky

MOTION by Gilezan, seconded by Vitale, to immediately certify this section of the minutes.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Profeta, Vitale

NO: None

Absent: Hamborsky

The next item was the **Building Official's Monthly Report**, and the following items were presented for the month of September 2021:

- Grosse Pointe Public Library is proposing an amendment to their Special Land Use by modifying the landscape as well as other like modifications. Architects are focusing on main branch. More to come in the future.
- N & S Renaud house impacted by fire will be replaced by a new home. Awaiting gas and DTE. Plans are TBD, but insurance was settled.
- New staff: Code Enforcement was hired.
- New Housing Inspector was also hired.
- Peach Tree house fire demo has been completed.

09-28-21

The next item was **Council Reports**:

- Commissioner Vitale reported on the September 13 & 20, 2021 Council meetings.
- Commissioner Bailey will be reporting on the October 4 & 18, 2021 Council meetings.

Under **New Business**, the following items were discussed:

- A. Solar Ordinance Subcommittee: Per Building Official Tutag, the ordinance is with the Clerk's office to go before City Council. The revisions made to the Solar Ordinance related to roof-mounted solar panels being visible from the street and the appeal process
- B. 2020 Vision Plan: Commissioner Hamborsky was absent.
- C. Crosswalks/Pocket Parks: Commissioner Fuller did not have anything new to report.
- D. Streetscape Plan: Chair Bailey did not have anything new to report.

Under Public Comment, the following was heard:

Pro-Tem Mayor Granger: new benches and trash receptacles look very nice.

Commission Profeta suggested Chair Bailey recognize DPW at the October City Council meeting/s for their work with the streetscape: benches, trash & flower baskets.

MOTION by Gilezan, seconded by Vitale to adjourn at 7:32 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Profeta, Vitale
NO: None
Absent: Hamborsky

Respectfully Submitted,
Gretchen Miotto,
Administrative Assistant – Clerk's Office

**MEMORANDUM
CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT**

DATE: October 20, 2021
TO: Planning Commission
FROM: Gene Tutag, Building Official
SUBJECT: Appeal of Determination, 1469 Hawthorne

GT

David and Audrey Haynes have filed an appeal of a certificate of occupancy inspection that took place on September 23, 2021.

The petitioners are asking that the city be responsible for costs due to the allegation of negligence of a former city employee as stated in the attached correspondence dated October 1, 2021. The petitioners are not appealing any of the actual violations found during the initial inspection, and a re-check inspection is scheduled for Friday October 22, 2021.

The applicable code is **Section 8-68. – Appeal of Determination.**

(a) Appeal of determination to planning commission. Any person who feels aggrieved by any notice of defect or with any determination made by the division of safety inspection under the provisions of this article shall have the right to appeal such notice of defect or determination by filing a notice of appeal to the planning commission, along with an appeal hearing fee as currently established or as hereafter adopted by resolution of the city council from time to time, payable to the city. Such notice of appeal shall be in the form of a letter to be filed with the city clerk within ten days from the date of the notice, violation or determination being appealed and shall state the petitioner's reasons for such appeal. Upon receipt of notice of appeal, the planning commission shall conduct a hearing at its next regular meeting. The petitioner and a representative of the division of safety inspection may present such information at appeal. The planning commission shall, by majority vote of the commissioners in attendance, determine whether the notice of defect or determination made by the division of safety inspection shall be modified, vacated or remain as issued.

On September 28, 2021, I met with the petitioner to go over and walk through the list of violations, it was found that none of the items listed were in error, excessive, or can be waived as they are legitimate city and state code violations as well as life safety requirements.

City records indicate that work was done at this property without permits in 2019.

The planning commission does not have the authority or funds to reimburse homeowners for costs associated with required city inspections.

The intent of the appeal process is not to grant financial relief or set aside a code requirement, it is to provide a means of reviewing a code official's decision on an interpretation or application of the code.

A denial of the request is recommended.

Attachments:

- Stop Work Order E190935
- Gazebo Permit PB210841
- Violation List 09/23/2021
- Section 8-68, Appeal of Determination

Stop Work Order Enforcement | E190935

Section 8, Item A.

Property Information

004 05 0028 000

1469 HAWTHORNE RD

Subdivision:

GROSSE POINTE WOODS MI, 48236

Lot:

Block:

Name Information

Owner: HAYNES, DAVID A

Phone: (800) 818-8888

Occupant:

Phone:

Filer:

Phone:

Enforcement Information

Date Filed: 09/11/2019

Date Closed: 09/27/2019

Status: Compliance Met

Complaint:

SWO order posted. DP also spoke with H.O.'s. They will contact GT on what is needed, and told no work to continue.

9-11-19 HO came in, Audrey Haynes - stated she and her husband were informed by their contractor that a permit had been issued. Audrey said they would apply for the permit and fire the contractor. She submitted permit application just to keep working (as homeowners) - sjs informed her with the work involved (GT needed to see Structural Engineer Report for wall removal)

Last Action Date:

Last Inspection:

Last Action:



City of Grosse Pointe Woods

Building Department
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

Phone Section 8, Item A.
Fax: (313) 343-2426

Invoice# 00050910

**Building
Permit No: PB210841**

1469 HAWTHORNE RD
Parcel Number: 004 05 0028 000
GROSSE POINTE WOODS 48236

Issued: 10/11/21
Expires: 10/11/22
Const value: 0
Zoning:
Owner

Contractor

HAYNES, DAVID A
1469 HAWTHORNE RD
GROSSE POINTE WOODS, MI.

(REDACTED)

PLEASE CALL (313) 343-2426 FOR AN INSPECTION 24 HOURS IN ADVANCE

Work Description: Gazebo (previously installed) by homeowners David and Audrey Haynes.

Stipulations: Final Inspection required - Please call the Building Dept. clerks at LEAST 24 hours in advance to schedule - 313-343-2426

Permit Item	Work Type	Fee Basis	Item Total
Building Permit	Standard Item	1.00	\$50.00

Fee Total: \$50.00

Building Official

Balance Due: \$0.00

I agree this permit is only for the work described, and does not grant permission for additional or related work which requires separate permits. I understand that this permit will expire, and become null and void if work is not started within 180 days, or if work is suspended or abandoned for a period of 180 days. Required inspections shall be requested in conformance with the applicable code. I hereby certify that the proposed work is authorized by the owner, and that I am authorized by the owner to make this application as his/her authorized agent. I agree to conform to all applicable laws of the State of Michigan and the local jurisdiction. All information on the permit application is accurate to the best of my knowledge.

Payment of permit fee constitutes acceptance of the above terms. **X**

GROSSE POINTE WOODS BUILDING DEPARTMENT
SALE/RENTAL VIOLATIONS LIST
MUST BE IN ACCORDANCE WITH GPW ORDINANCE - CHAPTER 8

Available for viewing on City's Website: www.gpwmi.us

ADDRESS:	1469 Hawthorne
NAME/APPLICANT:	Audrey & David Haynes
PERMIT/CERTIFICATE #:	PS210288
INSPECTOR:	Jeremy Collins
DATE OF INSPECTION:	9-23-2021
CORRECT & CALL FOR REINSPECTION BY:	12-23-2021

OFFICE USE:		Initial
I HAVE REVIEWED THE PROPERTY FILE FOR THIS ADDRESS FOR OUTSTANDING & CLOSED OUT PERMITS & ENFORCEMENTS.		

		<u>BUILDING</u>
X	B-1	Install spark screen on chimney tops to code (1/2" galvanized mesh to extend at least 6" above flue liner). 2 at rear chimney
X	B-2	Scrape, paint, putty where loose or missing outside. At left side chimney. At ceiling above side entry. Around garage overhead doors. At garage windows.
X	B-4A	Driveway cement is broken/sunken (1/2" max differential levels) and must be replaced. (PERMIT REQUIRED) 2 slabs in front of right side garage overhead door. Mudjack front walk-1st and 2nd slabs from porch.
X	B-5	Garage overhead/service door to operate properly. Install safety reverse sensors at both garage doors. Large gap under right side door-replace seal. — OK per Building Official Tutag – Stops when object sensed.
X	B-6	Install smoke alarms on each floor, each bedroom, and basement (must be within 10' of bedroom doors). All to be complete and operational. (12/2019) Basement smoke alarm needs new battery. Install in both 1st floor bedrooms.
X	B-7	Replace all broken or cracked glass. At garage window. 2 panes
X	B-9	Remove non-conforming fence (IF REPLACED, PERMIT IS REQUIRED) Stockade fencing along rear fence line
X	B-10	Remove all firewood from the ground
X	B-16	Remove Debris: From around the furnace (boxes)

X	B-17	Obtain permit for pergola/covered patio structure in rear yard
X	B-19	Trim trees, cut grass, remove noxious weeds, shrubs, etc. Cut the shrubs from the structure
X	B-20	Clean gutters & downspouts.
X	B-22	Repair the sistered joists at the garage ceiling so that the new joist extends across entire span.
X	B-23	Repair the block walls at garage rear wall upper area around duct pipes
X	B-24	Repair floor around piping in bedroom closet.
X	B-25	Seal piping/repair ceiling at closet in 1st floor bedroom
X	B-27	Repair Chimney.
X	B-28	Repair the damaged/cracked garage walls. (Wall with window)
		<u>ELECTRICAL</u> PERMIT REQUIRED BY LICENSED ELECTRICAL CONTRACTOR (Eff. 11-22-05: Violations with * have ADDITIONAL line item fee/s on TITLE VII Electrical Permit)
X	E-4	Remove all extension cords. At sump pump. Garage.
X	E-5(P)	Correct ROMEX violations: Exposed wiring at wall in storage closet needs to be in conduit or similar. Exposed wiring on wall outside of cedar closet and at ceiling in furnace area needs to be in conduit or similar. Staple hanging Romex at garage ceiling.
X	E-8	Remove: Unused fluorescent fixture from furnace room ceiling.
X	E-9(P)	Wire to code: Lights in laundry. Must have at least one receptacle installed in basement bath.
X	E-10	Correct polarity Rear exterior GFCI receptacle
	E-11	Eliminate pendant plugs:
X	E-12	Eliminate pendant lights: Basement
X	E-15	All three wire receptacles must be properly grounded or replaced with two wire at and throughout house as needed. At laundry ceiling. 1st floor hallway. Bedrooms. Living room
X	E-17	Re tape the connections at the service drop
X	E-18	Replace missing or broken wall plates. Install covers at junction boxes in basement storage closet, at junction box on duct work across from water heater
X	E-19	All plugs within 6 feet of a sink must be GFCI protected. Also, all laundry, exterior and garage plugs must be GFCI protected. Garage. At left of laundry sink, above laundry sink. Next to 1st floor toilet.

X	E-23	Lamps of all clothes closet fixtures to be totally enclosed. Incandescent fixtures with open or partially enclosed lamps and pendant fixtures or lamp holders SHALL NOT BE PERMITTED. Basement storage closet. Basement cedar line closet. Need cover at 2nd floor right bedroom fixture.
X	E-27	Replace any painted switches or receptacles. 2nd floor left bedroom, switch at left side of basement, receptacle and switch in laundry area, switch in 1st floor bedroom
X	E-28	Properly install receptacle box in 1st floor front bedroom
X	E-29	Remove the screw in receptacle at the garage light fixture
X	E-30	Install KO plug covers at Junction box in basement storage closet, ceiling box at right of water heater
		<u>PLUMBING</u>
X	P-1	Install vacuum breakers on all outside & laundry tub hose faucets (not on hoses to washer). Laundry sink faucet
X	P-10	Install screens at exterior furnace vent/intake pipes. Debris observed in pipes.
X	P-11	Seal around water heater exhaust vent pipe at the chimney termination
X	P-12	Install air gap device at dishwasher

Note: This notice does not constitute any Representation or Warranty as to the condition of the dwelling or other structures on said premises described herein (or any aspect of such condition) and interested persons are advised and encouraged to make their own inspection of the premises in order to determine the condition thereof. Copies of this inspection report are available to interested parties at the office of the Division of Safety Inspection. Ref: GPW Ord. Sections 8-68(a) Appeal of Determination letter to Planning Commission (\$25) and #8-69(b) Appeal of Determination to City Council (\$25). Appeal required within 10 days of this notice.

Sec. 8-68. - Appeal of determination.

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- (b) *Appeal of determination to city council.* Any person, who feels aggrieved by a decision of the planning commission shall have the right to appeal such decision to the city council by filing a notice of appeal to such city council, along with an appeal hearing fee in the amount as currently established or as hereafter adopted by resolution of the city council from time to time, payable to the city. Such notice of appeal shall be in the form of a letter to be filed with the city clerk within ten days from the date of the notice, violation of determination being appealed and shall state the petitioner's reasons for such appeal. Upon receipt of notice of appeal, the city council shall conduct a hearing at its next regular meeting. The petitioner and a representative of the division of safety inspection may present such information at appeal. The city council shall, by majority vote of the commissioners in attendance, determine whether the notice of defect or determination made by the division of safety inspection shall be modified, vacated or remain as issued.

(Code 1997, § 10-245; Ord. No. 747, § 1, 5-15-2000)

City of Grosse Pointe Woods
20025 Mack Avenue, Grosse Pointe Woods
Phone 343-2440

PAID
CITY CLERK

\$ _____ F.O.I.A.
\$ _____ Notary
\$ _____ CITY OF GROSSE POINTE WOODS Permits/Licenses
\$ _____ Voter Info.
\$ 25 MC Appeal Public Hearing Fees
\$ _____ Fireworks Vendor
\$ _____

David & Audrey Haynes
1469
Hawthorne **701394**
Customer Copy

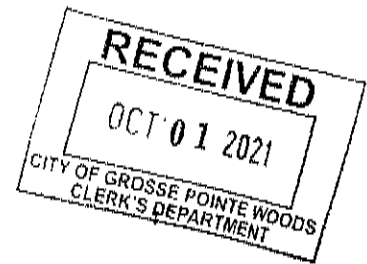
CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236
Phone : (313) 343-2440
E-Mail : SMURPHY@GPWMI.US
WWW.GPWMI.US

Received From: HAYNES, DAVID & AUDREY
Date: 10/04/2021 Time: 2:12:40 PM
Receipt: 440720
Cashier: hgoff

ITEM REFERENCE	AMOUNT
0548 CITY CLERK MISC RECEIPTS	
C OF D APEAL 1469 HAWTHORNE	\$25.00
TOTAL	\$25.00
CHECK 1104	\$25.00
Total Tendered:	\$25.00
Change:	\$0.00

David and Audrey Haynes

1469 Hawthorne Rd
Grosse Pointe Woods, MI 48236
(702)812-9332
ams0025@gmail.com



1 October, 2021

To Whom it may concern,

We, David and Audrey Haynes would like to formally file an appeal of determination in regards to the Certificate of Occupancy property inspection that took place on September 23, 2021 at 10:30am. This is in reference to Permit/Certificate #PS210288 conducted by Jeremy Collins of the Grosse Pointe Woods Division of Safety.

We have decided to sell our home at 1469 Hawthorne Rd in Grosse Pointe Woods, MI that was purchased in April of 2019. Having been made aware of the need to obtain a Certificate of Occupancy in order to sell, we filed for the permit to sell, paid the fees, and scheduled the inspection. Having just purchased our home only two years prior, we were confident everything was up to code. How wrong we were.

The Certificate of Occupancy issued prior to our purchase was done so by Sean Ditty of Grosse Pointe Woods Department of Safety Inspection. Permit No. PS180367 was issued on 12/28/2018. While I am aware that codes change often, there were some code violations in place when this permit was issued that we only brought to our attention when we had our own inspection last week. In addition, some of the violations on the 2018 list were never brought up to code prior to the Certificate being issued, and thus, they are on the new violation list now as well. How is this possible?

There is a lengthy list of violations that we believe are not our financial responsibility to rectify. We believe that the inspector, Sean Ditty, as a representative of the City of Grosse Pointe Woods was negligent when inspecting the property and issuing his Certificate of Occupancy in 2018.

It is our hope that the city be responsible for the costs associated with the negligence of this employee. While we understand that Sean Ditty no longer works for the City of Grosse Pointe Woods, his actions are costing homeowners(including but not limited to us), who trusted that the required Certificate of Occupancy meant, at the very least, that the homes they purchased were free from code violations. While not warranting the condition of home, the Certificate does indicate that a City Inspector has cleared the

property of violations. If there is no repercussion for a poor inspection, it should not be mandatory.

Thank you for taking the time to hear our appeal. I will attach supporting documents. We look forward to an amicable resolution that will not only rectify the wrongs done to us in our purchase, but will aid others moving forward.

Sincerely,



David and Meghan Haynes

702-812-9332

or
832-718-9183

- please note that a check mark in the box on the left indicates violations present @ time of per inspection in 2019.

GROSSE POINTE WOODS BUILDING DEPARTMENT SALE/RENTAL VIOLATIONS LIST

MUST BE IN ACCORDANCE WITH GPW ORDINANCE - CHAPTER 8

Available for viewing on City's Website: www.gpwmi.us

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NAME/APPLICANT:	Audrey & David Haynes
PERMIT/CERTIFICATE #:	PS210288
INSPECTOR:	Jeremy Collins
DATE OF INSPECTION:	9-23-2021
CORRECT & CALL FOR REINSPECTION BY:	12-23-2021

OFFICE USE:		Initial
I HAVE REVIEWED THE PROPERTY FILE FOR THIS ADDRESS FOR OUTSTANDING & CLOSED OUT PERMITS & ENFORCEMENTS.		

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X	B-17	Obtain permit for pergola/covered patio structure in rear yard
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		<u>PLUMBING</u>
X	P-1	Install vacuum breakers on all outside & laundry tub hose faucets (not on hoses to washer). Laundry sink faucet
X ✓	P-10	Install screens at exterior furnace vent/intake pipes. Debris observed in pipes.
X	P-11	Seal around water heater exhaust vent pipe at the chimney termination
X	P-12	Install air gap device at dishwasher

Note: This notice does not constitute any Representation or Warranty as to the condition of the dwelling or other structures on said premises described herein (or any aspect of such condition) and interested persons are advised and encouraged to make their own inspection of the premises in order to determine the condition thereof. Copies of this inspection report are available to interested parties at the office of the Division of Safety Inspection. Ref: GPW Ord. Sections 8-68(a) Appeal of Determination letter to Planning Commission (\$25) and #8-69(b) Appeal of Determination to City Council (\$25). Appeal required within 10 days of this notice.

1-21-19 Added to list



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

**BUILDING DEPARTMENT
CERTIFICATE OF OCCUPANCY
CHAPTER 10, Article VII**

Permit No.: PS180367 Application Date: 12/28/2018 Expiration Date: 12/27/2020
Name of Owner: FARRELLY DONALD
Building Located At: 1469 HAWTHORNE RD., Grosse Pointe Woods, MI 48236
Type of Occupancy: Residential (X) Commercial ()
Zoning Classification: R-1C One-Family Residential

() Conditional Certificate of Occupancy, Section 10-238 of Chapter 10, Article VII of the City Code of Grosse Pointe Woods. ALL VIOLATIONS MUST BE CORRECTED BY THE ABOVE EXPIRATION DATE. PLEASE CALL FOR A RE-INSPECTION BEFORE THIS DATE.

(X) The Division of Safety Inspection of the City of Grosse Pointe Woods has inspected the above dwelling and has determined that same may be occupied as type of occupancy shown above, in accordance with Article VII, Chapter 10 of the City of Grosse Pointe Woods.

THIS NOTICE DOES NOT CONSTITUTE ANY REPRESENTATION OR WARRANTY AS TO THE CONDITION OF THE DWELLING OR OTHER STRUCTURES ON SAID PREMISES DESCRIBED HEREIN (OR ANY ASPECT OF SUCH CONDITION) AND INTERESTED PERSONS ARE ADVISED AND ENCOURAGED TO MAKE THEIR OWN INSPECTION OF THE PREMISES IN ORDER TO DETERMINE THE CONDITION THEREOF. COPIES OF THIS INSPECTION REPORT ARE AVAILABLE TO INTERESTED PARTIES AT THE OFFICE OF THE DIVISION OF SAFETY INSPECTIONS.

DEPARTMENT OF SAFETY INSPECTION

By

Sean Ditty/mk

Property Maintenance Inspector

MEMORANDUM
CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT

DATE: October 21, 2021
TO: Planning Commission
FROM: Gene Tutag, Building Official
SUBJECT: Master Plan Review

GT

MCL 125.329(2) requires each community to review its master plan every five years to determine if it needs to be amended or if it is time to institute the process for a new master plan. The act however does not provide a process for a community to follow. The Michigan Association of Planning Recommended Best Practice suggests a process, which is outlined below.

Our current plan was adopted in 2006. We have reviewed it every five years.

The following factors should lead the Planning Commission to a decision whether to update a plan:

- To what degree have the goals, objectives, and strategies been met since the Plan was last adopted?
- Are base data (e.g., population, employment, housing, existing land use) current and do they correlate with the objectives of the Plan?
- Have there been changes in public opinion or political philosophy that differ from key values, goals, principles, and policies of the Plan?
- Have a number of zoning or capital improvement decisions been made that are inconsistent with the Plan or which require reconsideration of future land uses in an area?
- Have there been significant changes or proposed changes in the community that were not anticipated in the Plan?
- Have there been any developments of greater than local concern in the community or in nearby communities that affect underlying principles, strategies, or land uses in particular areas?
- Is the zoning district scheme consistent with future land use and the timing of capital facilities as embodied in the Plan?

We are looking for input from the Planning Commission on whether amendments to the Master Plan are necessary or not. Please review the document and provide input at the next Planning Commission meeting. If changes are proposed, we will have to include this in the budget for next year because a consultant would most likely be involved in the process.

FYI - The GPW Master Plan is available on the City's Website:

http://www.gpwmil.us/Docs/Publications/Master_Plan/GPWMasterPlan.pdf