



**CITY OF GROSSE POINTE WOODS
NOTICE OF MEETING AND AGENDA
COMMITTEE-OF-THE-WHOLE SITTING AS
FINANCE COMMITTEE**

Monday, April 15, 2024 at 7:15 PM

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

Mayor Arthur W. Bryant has called a meeting of the City Council, meeting as a Committee-of-the-Whole, for **Monday, April 15, 2024 at 7:15 PM**. The meeting will be held in the Robert E. Novitke Municipal Building, 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236 and is accessible through the Municipal Court doors. In accordance with Public Act 267, the meeting is open to the public and the agenda items are as follows:

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. ACCEPTANCE OF AGENDA**
- 4. ITEMS FOR DISCUSSION**
 - A. Proposed FY 2024-2025 Budget (Excluding Water/Sewer Budget)
 - 1) Budget to Actual FY 2023-2024
 - 2) General Budget Summary FY 2024-2025
 - 3) All Funds Budget Summary FY 2024-2025
 - 4) Executive Summary FY 2024-2025
 - 5) Budget Transfers FY 2024-2025
 - 6) Proposed Construction Projects 2024-2025 Budget
 - 7) Road Projects Map 02/28/24
 - B. Updating Permitted Uses, Zoning Ordinance Amendments
 - 1) Memo 04/15/24 - City Planner Wolf
 - 2) Proposed Ordinance Amendments
- 5. NEW BUSINESS/PUBLIC COMMENT**
- 6. ADJOURNMENT**

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

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse

cc: Council - 7	Treasurer/Comptroller	Assistant City Administrator
City Administrator	City Clerk	Post - 4
City Attorney	Email Group/Media	

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.

CITY OF GROSSE POINTE WOODS	
GENERAL FUND BALANCE ANALYSIS FY 2023-2024	
TOTAL BUDGETED REVENUE FY 2023-2024	15,717,817
TOTAL BUDGETED EXPENSES FY 2023-2024 *	17,289,031
TOTAL BUDGETED USE OF PRIOR YEAR RESERVES FY 2023-2024	(1,571,214)
TOTAL ESTIMATED REVENUE FY 2023-2024 AS OF 3.31.2024	15,912,307
TOTAL ESTIMATED EXPENSES FY 2023-2024 AS OF 3.31.2024	16,772,132
ESTIMATED USE OF PRIOR YEAR RESERVES FY 2023-2024	(859,825)
GENERAL FUND BALANCE @ 6.30.2023	7,194,350
LESS ESTIMATED REDUCTION OF FUND BALANCE FY 2023-2024	(859,825)
ESTIMATED FUND BALANCE @ 6.30.2024	6,334,525
FUND BALANCE % TO PROJECTED FY 2023-2024 EXPENSES	38%
FISCAL YEAR 2024-2025 PROPOSED BUDGET	
PROJECTED REVENUES FY 2024-2025	16,512,068
PROJECTED EXPENSES FY 2024-2025	17,601,395
TRANSFER PRIOR YEAR RESERVES FY 2024-2025	(1,089,327)
ESTIMATED FUND BALANCE @ 6.30.2025 BASED ON BUDGET	4,533,809
FUND BALANCE % TO PROJECTED FY 2024-2025 EXPENSES	26%
ESTIMATED FUND BALANCE @ 6.30.2025 BASED ON ESTIMATE	5,245,198
FUND BALANCE % TO PROJECTED FY 2024-2025 EXPENSES	30%

CITY OF GROSSE POINTE WOODS
2024 -2025 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET

Date: 4.8.2024

	FY 23-24 AMENDED BUDGET	FY 23-24 7/1/2023-2/29/2024 ACTUAL	FY 24-25 ADMIN REQUEST	% Change In Budget
101-GENERAL FUND				
PROJECTED REVENUES	15,717,817	14,125,311	16,512,068	5.05%
CITY COUNCIL	76,048	50,121	95,704	25.85%
COMMISSIONS	24,911	15,375	30,667	23.11%
MUNICIPAL COURT	428,791	263,248	455,071	6.13%
ADMINISTRATION	376,692	244,777	411,063	9.12%
BUILDING INSPECTIONS	586,500	268,732	606,476	3.41%
CITY ATTORNEYS	265,000	139,901	265,000	0.00%
CITY CLERK/ELECTIONS	486,648	331,073	527,330	8.36%
TREASURER/COMPROLLER	510,257	336,524	543,710	6.56%
CITY ASSESSOR	122,436	65,375	116,693	-4.69%
ADMIN-FRINGES	242,700	177,983	261,200	7.62%
ADMIN TRANSFER & OVERHEAD	624,169	478,738	571,164	-8.49%
PUBLIC SAFETY + Transfers	7,463,665	4,919,874	7,855,623	5.25%
PUBLIC WORKS + Transfers	2,770,829	1,901,782	2,330,455	-15.89%
PARKS & RECREATION + Transfers	2,582,548	1,932,413	2,745,344	6.30%
COMMUNITY CENTER	221,669	120,016	236,380	6.64%
MIS	506,169	345,400	544,515	7.58%
TOTAL	17,289,031	11,591,332	17,601,395	1.81%
NET OF REVENUES OVER/UNDER EXPENDITURES	(1,571,214)		(1,089,327)	
GENERAL FUND BALANCE @ 6.30.2023	7,194,350			
ESTIMATED BUDGETED FUND BALANCE @ 6.30.2024	5,623,136			
ESTIMATED FUND BALANCE @ 6.30.2025	4,533,809	25.76%		

CITY OF GROSSE POINTE WOODS
2024 -2025 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET

Date: 4.8.2024

	FY 23-24 AMENDED BUDGET	FY 23-24 7/1/2023-2/29/2024 ACTUAL	FY 24-25 ADMIN REQUEST	% Change In Budget
202-MAJOR ROADS				
Revenues	1,357,768	750,809	1,436,876	5.83%
Expenditures	1,901,177	1,507,916	1,709,381	-10.09%
NET OF REVENUES OVER/UNDER EXPENDITURES	(543,409)		(272,505)	
MAJOR ROAD FUND BALANCE @ 6.30.2023	1,290,209			
ESTIMATED FUND BALANCE @ 6.30.2024	746,800			
ESTIMATED FUND BALANCE @ 6.30.2025	474,295	28%		
203-LOCAL ROADS				
Revenues	1,539,007	1,315,009	1,021,947	-33.60%
Expenditures	1,662,647	926,292	1,216,652	-26.82%
NET OF REVENUES OVER/UNDER EXPENDITURES	(123,640)		(194,705)	
LOCAL ROAD FUND BALANCE @ 6.30.2023	793,333			
ESTIMATED FUND BALANCE @ 6.30.2024	669,693			
ESTIMATED FUND BALANCE @ 6.30.2025	474,988	39%		
211-PA 302 FUND				
Revenues	5,000	5,344	5,000	0.00%
Expenditures	5,000	2,584	5,000	0.00%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		0	
PA 302 FUND BALANCE @ 6.30.2023	5,545			
ESTIMATED FUND BALANCE @ 6.30.2024	5,545			
ESTIMATED FUND BALANCE @ 6.30.2025	5,545	111%		

CITY OF GROSSE POINTE WOODS
2024 -2025 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET

Date: 4.8.2024

	FY 23-24 AMENDED BUDGET	FY 23-24 7/1/2023-2/29/2024 ACTUAL	FY 24-25 ADMIN REQUEST	% Change In Budget
213-PARKWAY BEAUTIFICATION				
Revenues	60,450	8,950	73,250	21.17%
Expenditures	74,300	16,642	115,715	55.74%
NET OF REVENUES OVER/UNDER EXPENDITURES	(13,850)		(42,465)	
PARKWAY BEAUTIFICATION FB @ 6.30.2023	296,235			
ESTIMATED FUND BALANCE @ 6.30.2024	282,385			
ESTIMATED FUND BALANCE @ 6.30.2025	239,920	207%		
214-CABLE FUND				
Revenues	1,500	4,450	1,500	0.00%
Expenditures	0	0	0	
NET OF REVENUES OVER/UNDER EXPENDITURES	1,500		1,500	
CABLE FUND BALANCE @ 6.30.2023	538,108			
ESTIMATED FUND BALANCE @ 6.30.2024	538,619			
ESTIMATED FUND BALANCE @ 6.30.2025	540,119	100%		
226-SOLID WASTE				
Revenues	2,137,331	2,180,378	2,258,193	5.65%
Expenditures	1,947,625	1,414,155	2,079,936	6.79%
NET OF REVENUES OVER/UNDER EXPENDITURES	189,706		178,257	
SOLID WASTE FUND BALANCE @ 6.30.2023	663,047			
ESTIMATED FUND BALANCE @ 6.30.2024	852,753			
ESTIMATED FUND BALANCE @ 6.30.2025	1,031,010	50%		
245-CDBG				
Revenues	20,000	20,000	20,000	0.00%
Expenditures	20,000	0	20,000	0.00%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		0	
GRANTS FUND BALANCE @ 6.30.2023	-9,956			
ESTIMATED FUND BALANCE @ 6.30.2024	10,044			
ESTIMATED FUND BALANCE @ 6.30.2025	10,044	50%		

CITY OF GROSSE POINTE WOODS
2024 -2025 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET

	FY 23-24	FY 23-24	FY 24-25	
	AMENDED BUDGET	7/1/2023-2/29/2024 ACTUAL	ADMIN REQUEST	% Change In Budget
<i>Date: 4.8.2024</i>				
260-SOM MIDC GRANT				
Revenues	55,975	62,782	55,975	0.00%
Expenditures	55,975	27,593	55,975	0.00%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		0	
MIDC GRANT FUND BALANCE @ 6.30.2023	3,148			
ESTIMATED FUND BALANCE @ 6.30.2024	3,148			
ESTIMATED FUND BALANCE @ 6.30.2025	3,148	6%		
261-911 EMERGENCY SERVICE				
Revenues	74,000	51,674	74,000	0.00%
Expenditures	113,900	39,052	131,574	15.52%
NET OF REVENUES OVER/UNDER EXPENDITURES	(39,900)		(57,574)	
911 EMERGENCY FUNDS BALANCE @ 6.30.2023	227,688			
ESTIMATED FUND BALANCE @ 6.30.2024	187,788			
ESTIMATED FUND BALANCE @ 6.30.2025	130,214	99%		
265-DRUG ENFORCEMENT FUND				
Revenues	0	0	0	
Expenditures	0	0	750	
NET OF REVENUES OVER/UNDER EXPENDITURES	0		(750)	
DRUG ENFORCEMENT FUND BALANCE @ 6.30.2023	1,815			
ESTIMATED FUND BALANCE @ 6.30.2024	1,815			
ESTIMATED FUND BALANCE @ 6.30.2025	1,065	142%		
284-OPIOID SETTLEMENT				
Revenues	0	1,383	2,000	
Expenditures	5,000	0	3,000	
NET OF REVENUES OVER/UNDER EXPENDITURES	-5,000		(1,000)	
ESTIMATED FUND BALANCE @ 6.30.2023	13,189			
ESTIMATED FUND BALANCE @ 6.30.2024	8,189			
ESTIMATED FUND BALANCE @ 6.30.2025	7,189	240%		

CITY OF GROSSE POINTE WOODS
2024 -2025 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET

Date: 4.8.2024

	FY 23-24	FY 23-24	FY 24-25	
	AMENDED BUDGET	7/1/2023-2/29/2024 ACTUAL	ADMIN REQUEST	% Change In Budget
304-ROAD BOND				
Revenues	1,296,915	1,279,163	1,276,835	-1.55%
Expenditures	1,383,291	1,358,349	1,360,801	-1.63%
NET OF REVENUES OVER/UNDER EXPENDITURES	(86,376)		(83,966)	
ROAD BOND FUND BALANCE @ 6.30.2023	361,775			
ESTIMATED FUND BALANCE @ 6.30.2024	275,399			
ESTIMATED FUND BALANCE @ 6.30.2025	191,433	14%		
307-2018 CAPITAL IMPROVEMENT DEBT SERVICE				
Revenues	217,863	217,863	215,238	-1.20%
Expenditures	217,863	185,806	215,238	-1.20%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		0	
CAPITAL IMPROVEMENT BOND FB @ 6.30.2023	6,567			
ESTIMATED FUND BALANCE @ 6.30.2024	6,567			
ESTIMATED FUND BALANCE @ 6.30.2025	6,567	3%		
365-GROSSE GRATIOT DRAIN FUND				
Revenues	3,758,565	3,685,449	3,758,774	0.01%
Expenditures	3,751,187	3,134,278	3,751,055	0.00%
NET OF REVENUES OVER/UNDER EXPENDITURES	7,378		7,719	
GROSSE GRATIOT DRAIN FB @ 6.30.2023	447,870			
ESTIMATED FUND BALANCE @ 6.30.2024	455,248			
ESTIMATED FUND BALANCE @ 6.30.2025	462,967			
401-MUNICIPAL IMPROVEMENTS				
Revenues	830,615	83,015	805,000	-3.08%
Expenditures	1,300,245	617,755	815,000	-37.32%
NET OF REVENUES OVER/UNDER EXPENDITURES	(469,630)		(10,000)	
MUNICIPAL IMPROVEMENT FB @ 6.30.2023	582,480			
ESTIMATED FUND BALANCE @ 6.30.2024	112,850			
ESTIMATED FUND BALANCE @ 6.30.2025	102,850	13%		
585-PARKING METER FUND				

CITY OF GROSSE POINTE WOODS
2024 -2025 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET

Date: 4.8.2024

	FY 23-24 AMENDED BUDGET	FY 23-24 7/1/2023-2/29/2024 ACTUAL	FY 24-25 ADMIN REQUEST	% Change In Budget
Revenues	307,000	265,771	318,000	3.58%
Expenditures	374,484	243,191	608,331	62.44%
NET OF REVENUES OVER/UNDER EXPENDITURES	(67,484)		(290,331)	
PARKING FUND BALANCE @ 6.30.2023	718,792			
ESTIMATED FUND BALANCE @ 6.30.2024	651,308			
ESTIMATED FUND BALANCE @ 6.30.2025	360,977	59%		
592-WATER/SEWER FUND				
Revenues	4,285,991	5,441,502	8,005,015	86.77%
Expenditures	11,337,736	5,979,999	6,542,369	-42.30%
NET OF REVENUES OVER/UNDER EXPENDITURES	(7,051,745)		1,462,646	
WATER/SEWER FUND BALANCE @ 6.30.2023	11,564,475			
ESTIMATED FUND BALANCE @ 6.30.2024	4,512,730			
ESTIMATED FUND BALANCE @ 6.30.2025	5,975,376	Budget to be completed		
594-BOAT DOCK FUND				
Revenues	232,186	120,989	240,380	3.53%
Expenditures	110,593	53,493	410,015	270.74%
NET OF REVENUES OVER/UNDER EXPENDITURES	121,593		(169,635)	
BOAT DOCK FUND BALANCE @ 6.30.2023	495,748			
ESTIMATED FUND BALANCE @ 6.30.2024	617,341			
ESTIMATED FUND BALANCE @ 6.30.2025	447,706	109%		
598-COMMODITIES FUND				
Revenues	10,000	10,416	10,000	0.00%
Expenditures	250	184	250	0.00%
NET OF REVENUES OVER/UNDER EXPENDITURES	9,750		9,750	
COMMODITIES FUND BALANCE @ 6.30.2023	96,546			
ESTIMATED FUND BALANCE @ 6.30.2024	106,296			
ESTIMATED FUND BALANCE @ 6.30.2025	116,046			

CITY OF GROSSE POINTE WOODS
2024 -2025 FISCAL YEAR BUDGET SUMMARY OF PROPOSED BUDGET

Date: 4.8.2024

	FY 23-24 AMENDED BUDGET	FY 23-24 7/1/2023-2/29/2024 ACTUAL	FY 24-25 ADMIN REQUEST	% Change In Budget
661-MOTOR VEHICLE				
Revenues	954,201	787,765	894,609	-6.25%
Expenditures	1,138,682	656,112	1,065,811	-6.40%
NET OF REVENUES OVER/UNDER EXPENDITURES	(184,481)		(171,202)	
MOTOR VEHICLE FUND BALANCE @ 6.30.2023	1,126,024			
ESTIMATED FUND BALANCE @ 6.30.2024	941,543			
ESTIMATED FUND BALANCE @ 6.30.2025	770,341	72%		
677-WORKERS COMPENSATION FUND				
Revenues	323,875	220,085	161,130	-50.25%
Expenditures	323,875	208,724	161,130	-50.25%
NET OF REVENUES OVER/UNDER EXPENDITURES	0		0	
WORKERS COMPENSATION FB @ 6.30.2023	126,642			
ESTIMATED FUND BALANCE @ 6.30.2024	126,642			
ESTIMATED FUND BALANCE @ 6.30.2025	126,642	79%		
731-PENSION FUND				
Revenues	2,586,330	3,523,981	2,954,293	
Expenditures	3,854,403	2,514,581	4,044,426	
NET OF REVENUES OVER/UNDER EXPENDITURES	(1,268,073)		(1,090,133)	
PENSION FUND BALANCE @ 6.30.2023	40,385,351			
734-SUPPLEMENTAL ANNUITY				
Revenues	391,527	345,827	385,713	
Expenditures	296,383	0	305,676	
NET OF REVENUES OVER/UNDER EXPENDITURES	95,144		80,037	
SUPPLEMENTAL ANNUITY FUND BALANCE 6/30/2023	2,591,233			
737-RETIREE HEALTH CARE				
Revenues	250,000	340,318	250,000	
Expenditures	0	0	20,950	
NET OF REVENUES OVER/UNDER EXPENDITURES			229,050	
RETIREE HEALTH CARE FUND BALANCE 6/30/2023	2,013,044			
SUMMARY TOTAL OF ALL FUNDS	47,163,647		42,240,430	

2024-2025 Proposed Budget Summary
City of Grosse Pointe Woods

Date: 4.8.2024

	FUND	2023 - 2024 AMENDED	2024 - 2025 PROPOSED	CHANGE
<u>GENERAL FUND</u>				
General Government	101	\$3,961,876	\$4,075,458	
Public Safety	101	\$7,457,198	\$7,855,623	
Public Works	101	\$2,768,378	\$2,380,455	
Management Info. Systems	101	\$506,169	\$544,515	
Parks & Recreation	101	\$2,580,616	\$2,745,344	
Total General Fund		<u>\$17,274,237</u>	<u>\$17,601,395</u>	327,158 1.89%
<u>SPECIAL REVENUE</u>				
Major Street	202	\$1,899,624	\$1,709,381	
Local Street	203	\$1,661,629	\$1,216,652	
Act 302 Training	211	\$5,000	\$5,000	
Parkway Beautification	213	\$74,300	\$115,715	
Cable Fund	214	\$0	\$0	
Solid Waste	226	\$1,945,778	\$2,079,936	
CDBG	245	\$20,000	\$20,000	
SOM MIDC Grant	260	\$55,975	\$55,975	
911 Service Fund	261	\$113,840	\$131,574	
Drug Forfeiture	265	\$0	\$750	
Opioid Settlement	284	\$5,000	\$3,000	
Total Special Revenue		<u>\$5,781,146</u>	<u>\$5,337,983</u>	(443,163) -7.67%
<u>DEBT SERVICE FUND</u>				
Road Bond Debt	304	\$1,383,291	\$1,360,801	
Capital Improvement Debt	307	\$217,863	\$215,238	
Grosse Gratiot Drain (Milk River)	365	\$3,751,187	3,751,055	
Total Debt Funds		<u>\$5,352,341</u>	<u>\$5,327,094</u>	(25,247) -0.47%
<u>CAPITAL PROJECTS FUND</u>				
Municipal Improvement	401	\$1,300,245	\$815,000	
Total Capital Projects Fund		<u>\$1,300,245</u>	<u>\$815,000</u>	(485,245) -37.32%
<u>INTERNAL SERVICE FUNDS</u>				
Motor Vehicle Fund	661	\$1,137,564	\$1,065,811	
Workmen's Compensation	677	\$323,875	\$161,130	
Total Internal Service Funds		<u>\$1,461,439</u>	<u>\$1,226,941</u>	(234,498) -16.05%
<u>ENTERPRISE FUNDS</u>				
Parking	585	\$373,905	\$608,331	
Water & Sewer **	592	\$11,329,704	\$6,542,369	
Boat Dock	594	\$110,420	\$410,015	
Commodity Sales	598	\$250	\$250	
Total Enterprise Funds		<u>\$11,814,279</u>	<u>\$7,560,965</u>	(4,253,314) -36.00%

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

Date: 4.8.2024

	FUND	2023 - 2024 AMENDED	2024 - 2025 PROPOSED	CHANGE
<u>FIDUCIARY FUNDS</u>				
Pension Trust Funds	731	\$3,854,403	\$4,044,426	
Supplemental Annuity	734	\$296,383	\$305,676	
Retiree Healthcare (OPEB)	737	\$0	\$20,950	
Total Fiduciary Funds		<u>\$4,150,786</u>	<u>\$4,371,052</u>	220,266 5.31%
BUDGET TOTAL		<u>\$47,134,473</u>	<u>\$42,240,430</u>	(4,894,043) -10.38%

****Note: Water and Sewer Fund will be completed after April 15, 2024 Board Meeting**

GENERAL FUND**REVENUE**

2024 Taxable Value	920,619,179
2023 Taxable Value	861,276,936
2024 Increase in Taxable Value	59,342,243
Percentage Increase from 2023 to 2024	6%
2024 Inflation Rate Multiplier	5.0%
2024 Inflation Rate Multiplier used in "Headlee" Calculation	5.1%
2024-25 General Fund Budgeted Property Tax Revenue	11,770,208
2023-24 General Fund Budgeted Property Tax Revenue	11,133,641
2024-25 General Fund Projected Increase in Property Tax Revenue	636,567
Percentage Increase from 2023-24 to 2024-25	5.7%
2024-25 State Shared Revenue Projection (updated 2.7.2024)	1,814,013
2023-24 State Shared Revenue Projection	1,804,838
2024-25 Projected Increase	9,175
Percentage Increase from 2023-24 to 2024-25	0.5%
2024-25 State Shared Revenue Projection-CVTRS (City Village Township Revenue Sharing)	258,298
2023-24 State Shared Revenue Projection-CVTRS (City Village Township Revenue Sharing)	250,554
Projected Increase 2024-25 State Shared Revenue-CVTRS	7,744
Percentage Increase from 2023-24 to 2024-25	3.1%
2024-25 State Share Revenue Projection-CVTRS-Public Safety	4,783
2023-24 State Share Revenue Projection-CVTRS-Public Safety	4,556
Projected Increase 2024-25 State Shared Revenue-CVTRS - Public Safety	227
Percentage Increase from 2023-24 to 2024-25	5.0%

SUMMARY OF EXPENDITURES**GENERAL FUND #101**

Budgeted wage increase	2.50%
Estimated health insurance increase	21.00%
Pension Contribution-General Employees effective 7.1.2024	39.14%
Pension Contribution-Public Safety Employees effective 7.1.2024	42.04%
Supplemental Annuity Contribution-General Employees effective 7.1.2024	11.83%

Admin Transfers & Overhead - Dept. 299	
Transfer to OPEB-PA 302 Corrective Action Plan-yearly transfer to comply with PA302	200,000
Transfer to Pension Fund	9,220
Transfer to Capital Improvement Bond Principal & Interest Payment-payable through 6/30/2034	215,238

Public Safety - Dept. 305 -349	
Health Care Cost Increase	136,500
Fire Truck Payment-final payment 7.1.2024	103,859
Retirement Cost Increase	254,000

Public Service - Dept. 265, 441-594	
Health Care Cost Increase	53,550
Tree Replacement	10,000

Parks - Dept. 752-795	
Drainage Phase 3 240 Volt Field Pump	12,000
Gesquiere Bleachers and Footings	20,000
Transfer to Municipal Improvement- Ghesquiere Park Walking Path/Bathrooms & LFP Storage Addition to Concession Stand	500,000

Major Road Fund #202	
Transfer to Local Roads-Wedgewood Resurfacing Project & Budget Shortage	400,000
Concrete/Asphalt Pavement Repair & Engineering	294,000
Sidewalk Program/Grinding & Engineering	20,000
Mack & Vernier Intersection Improvements	310,000
Local Road Fund #203	
Concrete/Asphalt Pavement Repair & Engineering	248,500
Wedgewood Resurfacing & Engineering	140,000
Sidewalk Program/Grinding & Engineering	50,000
Municipal Improvement Fund #401	
Council Chambers Chair- Reupholster	10,000
Ghesquiere Park Walking Path - Transfer from General Fund	180,000
Ghesquiere Park Bathroom - Transfer from General Fund	120,000
LFP Storage Addition to Concession Stand - Transfer from General Fund	200,000
Tree Purchases - Transfer from General Fund	10,000
Parking Enterprise Fund #585	
LFP Boat Launch Parking Lot Reconstruction	312,500
Water / Sewer Fund #592	
Sidewalk Program/Grinding & Engineering	30,000
Concrete Patching	187,500
Sewer Rehab by FCIPP Lining	250,000
Cross Connection	10,140
Marina Enterprise Fund #594	
LFP Boat Launch Parking Lot Reconstruction	312,500
Motor Vehicle Fund #661	
Stump Grinder Attachment for Trackless - Transfer from Water and Solid Waste Funds	30,000
Public Safety Fire Quint Apparatus - Final Payment - Transfer from General Fund	101,893
1 Ton Dump Truck to replace DPW #33 - Transfer from Water, Solid Waste and Parking Funds	110,000
Tire Changer Machine - Transfer from Water and Motor Vehicle Fund balance	15,500
Riding Mower-replaces DPW #304A - Transfer from Local and Major Roads Funds	25,000

Budgeted Transfers
City of Grosse Pointe Woods
FY 2024 - 2025

Updated: 4.8.2024

General Fund (101)

Transfers From:		Transfers To:	
Transfer from Solid Waste Fund	50,000	Transfer to Municipal Improvement	805,000
Transfer from Cable Fund	-	Transfer to Motor Vehicle Fund	403,859
Transfer from Parking Fund	-	Transfer to Retiree Healthcare (OPEB)	200,000
Transfer from Water & Sewer	25,000	Transfer to Work Comp	128,900
Transfer from Boat Dock	5,000	Transfer to Local Street Fund	-
Transfer from Commodity Sales		Transfer to 911	-
		Transfer to MIDC	3,175
		Transfer to Pension Fund	9,220
		Transfer to Capital Bond Debt	215,238
Subtotal - Transfers From	\$ 80,000	Subtotal - Transfers To	\$ 1,765,392

Major Street Budget (202)

Transfers From:		Transfers To:	
Transfer from General Fund	-	Transfer to Local Road	400,000
		Transfer to Motor Vehicle	126,250
		Transfer to Work Comp	4,565
Subtotal - Transfers From	\$ -	Subtotal - Transfers To	\$ 530,815

Local Street Budget (203)

Transfers From:		Transfers To:	
Transfer from General Fund (DPW)		Workers Comp	\$ 5,065
Transfer from Major Road	400,000	Transfer to Motor Vehicle	128,750
Transfer from Road Bond Const.	-		
Subtotal - Transfers From	\$ 400,000	Subtotal - Transfers To	\$ 133,815

Solid Waste/Disposal Budget (226)

Transfers From:		Transfers To:	
		Transfer to General Fund	\$ 50,000
		Work Comp	\$ 2,400
		Transfer to Capital Improvement	\$ -
		Transfer to Motor Vehicle Fund	62,000
Subtotal - Transfers From	\$ -	Subtotal - Transfers To	\$ 114,400

Municipal Indigent Defense Commission (260)

Transfers From:		Transfers To:	
Transfer from General	\$ 3,175	Transfer to General Fund	\$ -
Subtotal - Transfers From	\$ 3,175	Subtotal - Transfers To	\$ -

911/Emergency Service Budget (261)

Transfers From:		Transfers To:	
Transfer from General	\$ -	Transfer to General	\$ -
		Work Comp	\$ 800
Subtotal - Transfers From	\$ -	Subtotal - Transfers To	\$ 800

Capital Improvement Bond Debt (307)

Transfers From:		Transfers To:	
Transfer from General Fund	\$ 215,238		
Subtotal - Transfers From	\$ 215,238	Subtotal - Transfers To	\$ -

Budgeted Transfers
City of Grosse Pointe Woods
FY 2024 - 2025

Updated: 4.8.2024

Municipal Improvements Budget (401)

Transfers From:		Transfers To:	
Transfer from General Fund	\$ 805,000	Transfer to General Fund	\$ -
Transfer from Parking Fund	\$ -		
Transfer from Boat Dock Fund	\$ -		
Subtotal - Transfers From	\$ 805,000	Subtotal - Transfers To	\$ -

Parking Budget (585)

Transfers From:		Transfers To:	
Transfer from General	\$ -	Transfer to General Fund	\$ -
		Work Comp	\$ 1,600
		Transfer to Municipal Improvement	\$ -
		Transfer to Motor Vehicle Fund	\$ 16,000
Subtotal - Transfers From	\$ -	Subtotal - Transfers To	\$ 17,600

Water & Sewer Budget (592)

Transfers From:		Transfers To:	
Transfer from Grosse Gratiot Drain Fund		Transfer to General	25,000
		Work Comp	10,600
		Transfer to Motor Vehicle Fund	143,750
Subtotal - Transfers From	\$ -	Subtotal - Transfers To	\$ 179,350

Boat Dock Budget (594)

Transfers From:		Transfers To:	
		Transfer to Motor Vehicle Fund	6,000
		Transfer to Municipal Improvement	-
		Work Comp	1,600
		Transfer to General Fund	5,000
Subtotal - Transfers From	\$ -	Subtotal - Transfers To	\$ 12,600

Motor Vehicle Budget (661)

Transfers From:		Transfers To:	
Transfer from General Fund	\$ 403,859	Workers Comp	\$ 5,400
Transfers from Major Street	\$ 126,250		
Transfers from Local Street	\$ 128,750		
Transfer from Solid Waste Fund	\$ 62,000		
Transfer from Water & Sewer Fund	\$ 143,750		
Transfer from Parking Fund	\$ 16,000		
Transfer from Boat Dock Fund	\$ 6,000		
Subtotal - Transfers From	\$ 886,609	Subtotal - Transfers To	\$ 5,400

Workmen's Comp Budget (677)

Transfers From:		Transfers To:	
Transfer from General Fund	\$ 128,900		
Transfers from Major Street	\$ 4,565		
Transfers from Local Street	\$ 5,065		
Transfer from Solid Waste Fund	\$ 2,400		
Transfer from 911 Fund	\$ 800		
Transfer from Water & Sewer Fund	\$ 10,600		
Transfer from Boat Dock Fund	\$ 1,600		
Transfer from Parking Fund	\$ 1,600		
Transfer from Motor Vehicle Fund	\$ 5,400		
Subtotal - Transfers From	\$ 160,930	Subtotal - Transfers To	\$ -

**Budgeted Transfers
City of Grosse Pointe Woods
FY 2024 - 2025**

Updated: 4.8.2024

Pension Budget (731)			
Transfer from General Fund	\$	9,220	
Subtotal - Transfers From	\$	9,220	Subtotal - Transfers To
			\$ -
Retiree Health Care (OPEB) Budget (737)			
Transfers From:			Transfers To:
Transfer from General Fund	\$	200,000	
Subtotal - Transfers From	\$	200,000	Subtotal - Transfers To
			\$ -
TOTAL TRANSFERS FROM	\$	2,760,172	TOTAL TRANSFERS TO
			\$ 2,760,172

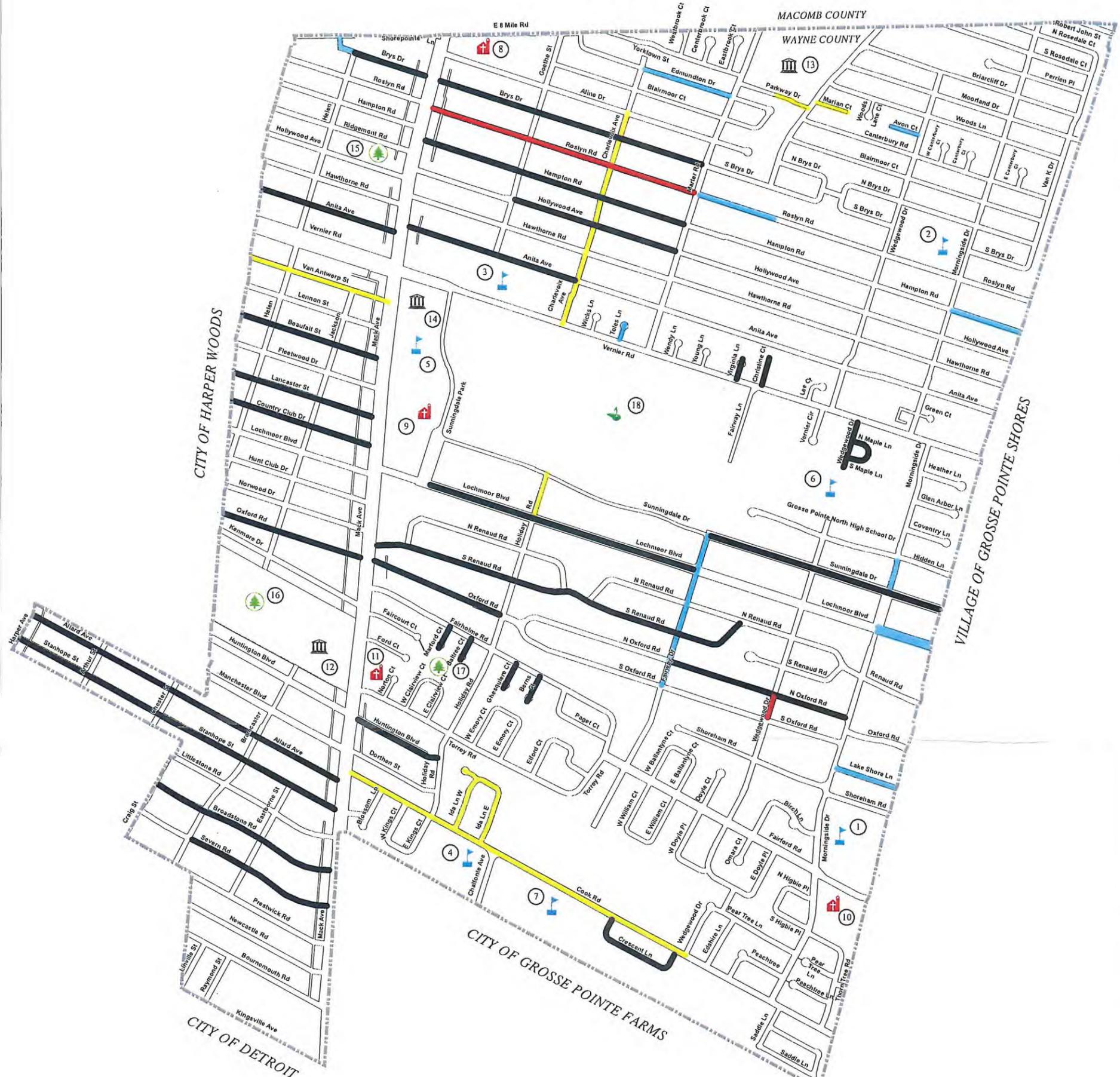
City of Grosse Pointe Woods
DRAFT Proposed FYE '25 Construction Projects

Updated 4.8.24

Project	Total			Major Road	Local Road	Water & Sewer	General	Parking	Marina
	Total	Const	Eng						
Wedgewood Resurfacing ¹	\$ 140,000	\$ 116,667	\$ 23,333	\$ -	\$ 140,000	\$ -	\$ -	\$ -	\$ -
Sidewalk Program	\$ 70,000	\$ 70,000	\$ -	\$ 14,000	\$ 35,000	\$ 21,000	\$ -	\$ -	\$ -
Sidewalk Grinding	\$ 30,000	\$ 30,000	\$ -	\$ 6,000	\$ 15,000	\$ 9,000	\$ -	\$ -	\$ -
Concrete Patching	\$ 500,000	\$ 416,667	\$ 83,333	\$ 187,500	\$ 125,000	\$ 187,500	\$ -	\$ -	\$ -
Parking Lot/Alley Rehabilitation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Asphalt Patching and Concrete Joint Patching ²	\$ 180,000	\$ 150,000	\$ 30,000	\$ 90,000	\$ 90,000	\$ -	\$ -	\$ -	\$ -
Joint and Crack Sealing Program	\$ 50,000	\$ 41,667	\$ 8,333	\$ 16,500	\$ 33,500	\$ -	\$ -	\$ -	\$ -
Sewer TV & Clean	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sewer Rehab by FCIPP Lining	\$ 250,000	\$ 208,333	\$ 41,667	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ -
Ghesquiere Park Walking Path	\$ 475,000	\$ 395,833	\$ 79,167	\$ -	\$ -	\$ -	\$475,000	\$ -	\$ -
Ghesquiere Park Restroom Improvements	\$ 120,000	\$ 100,000	\$ 20,000	\$ -	\$ -	\$ -	\$120,000	\$ -	\$ -
LFP Storage 30x30 Addition to Concession Stand)	\$ 200,000	\$ 166,667	\$ 33,333	\$ -	\$ -	\$ -	\$200,000	\$ -	\$ -
Mack & Vernier Intersection Improvements	\$ 310,000	\$ 250,000	\$ 60,000	\$ 310,000	\$ -	\$ -	\$ -	\$ -	\$ -
LFP Boat Launch Parking Lot Reconstruction	\$ 625,000	\$ 520,833	\$ 104,167	\$ -	\$ -	\$ -	\$ -	\$312,500	\$312,500
	\$ 2,950,000	\$ 2,466,667	\$ 483,333	\$ 624,000	\$ 438,500	\$ 467,500	\$795,000	\$312,500	\$312,500



CITY OF ST. CLAIR SHORES



SCHOOL FACILITIES

- 1 BARNES SCHOOL
- 2 FERRY ELEMENTARY
- 3 MASON ELEMENTARY
- 4 MONTIETH ELEMENTARY
- 5 PARCELLS MIDDLE SCHOOL
- 6 GROSSE POINTE NORTH H.S.
- 7 UNIVERSITY LIGGETT SCHOOL

CHURCH FACILITIES

- 8 CROSSPOINTE CHRISTIAN CHURCH
- 9 GPW PRESBYTERIAN CHURCH
- 10 OUR LADY STAR OF THE SEA
- 11 ST. MICHAELS EPISCOPAL CHURCH

CITY FACILITIES

- 12 CITY HALL COMPLEX
- 13 DPW
- 14 LIBRARY

PARKS AND RECREATION

- 15 CHENE-TROMBLEY PARK
- 16 GHESQUIRE PARK
- 17 SWEENEY PARK
- 18 LOCHMOOR COUNTRY CLUB

Road Projects - 2015 to 2024
 Immediate Program
 1 - 3 Year Program
 4 - 8 Year Program



City of Grosse Pointe Woods

Road Projects

ANDERSON, ECKSTEIN AND WESTRICK, INC. CIVIL ENGINEERS SURVEYORS ARCHITECTS	
DATE PUBLISHED: February 28, 2024	DATE CREATED: June 1, 2022
SCALE: NTS	MAP DOCUMENT: RecentRoadProjects.mxd
PROJECT NO: 0180-0472	CREATED BY: [Name] CHECKED BY: [Name]

REFERENCE SHEET NUMBER INDEX	PAGE NAME INDEX
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MCKENNA

Memorandum on Proposed Uses to Permit

TO: Grosse Pointe Woods City Council, Committee of the Whole
FROM: Brigitte Smith Wolf, AICP
SUBJECT: **Updating Permitted Uses, Zoning Ordinance Amendments**
DATE: April 15, 2024

This memo includes an overview of five land use categories that Planning Commission has either recommended or are considering for recommendation as amendments to the Ordinance to reflect current realities and meet the needs of the community. The uses addressed in the memo include the following:

1. Home-Based Business / Home Occupations (new addition)
2. Mixed Occupancy along Mack Avenue (revision)
3. Outdoor Cafés/Dining (revision)
4. Rooftop Open / Semi-Open Dining (new addition)
5. Permanent Makeup / Microblading (new addition)

HOME-BASED BUSINESSES

The reality is that residents may be working from their home, which may include running their own businesses within residential districts. Currently, the Zoning Ordinance does not allow for home occupancy; however, Planning Commission has recommended this be amended to properly reflect and accommodate the realities of this time. The following language is proposed as a new subsection to Article 4. Use Standards of the Ordinance, it would be added as subsection **50-4.34** (see the following pages). The use matrix on page 16 of the Ordinance would also be updated.

Piano lessons and similar fine art lessons are exempt per State law.

MIXED OCCUPANCY ON MACK AVE

To maximize space along the main commercial corridor, allow for a variety of commercial uses, and to assist in the preservation of Community Facilities along Mack Avenue, we offer the following amendment to the Zoning Ordinance:

Current Mixed Occupancy Permitted (Section 50-4.2)

In the R-1 (A through E), R-2, R-4, C.F., and C districts, in residential homes on lots abutting Mack Avenue, a mixed occupancy shall be permitted involving the use of the property as a residence and one of the following uses by the resident occupant: a physician's office, a dentist's office, a lawyer's office or a real estate broker's office, provided that parking requirements for such mixed occupancy shall comply with section 50-5.3 Offstreet parking requirements.

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 235 East Main Street
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 Northville, Michigan 48167

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Proposed Language to Section 50-4.2 Mixed Occupancy

In the R-1 (A through E), R-2, R-4, C.F., C-2 and C districts, in lots abutting Mack Avenue, a mixed occupancy shall be permitted to allow for complementary accessory uses, provided that parking requirements for such mixed occupancy shall comply with section 50-5.3 Off-street parking requirements.

Uses permitted in the C district can be permitted as accessory uses in the C-2 or C.F. District along Mack Avenue, so long as the principal use is permitted in the zoning district and the accessory use does not exceed 25% of the usable floor area of the building.

Applicants of properties in the C.F. district, or of current tax exempt statuses, should first check with the City Assessor to understand how the proposed accessory use would affect their city taxes.

Please reference the following pages to view the revisions to the Zoning Ordinance.

OUTDOOR CAFES

The existing regulations on outdoor café permits (Section 50-6.5), for outdoor dining within the public right-of-way, have been reconsidered to allow for year around outdoor dining options. Currently the Ordinance limits outdoor dining May 1 – November 1. While the business that reached out requesting this option was interested in adding an enclosed awning, Planning Commission did not find it appropriate to add enclosures in the public right-of-way. However, they did find it necessary to allow for year-around options. The proposed additions to Section 50-6.5 are in blue font on the following pages under Section 50-6.5 Outdoor Café Permit.

ROOFTOP DINING

During our conversation with Planning Commission regarding outdoor dining options and available spaces, we explored the option of rooftop dining to maximize space and allow for new dining experiences along Mack Avenue. The following recommendations were prepared by reviewing the Ordinance standards for the cities of Detroit, Ludington, Traverse City, Brighton, and Grand Rapids, as well as best practices as recommended by ULI (the Urban Land Institute). This would be a new addition to Article 4. Use Standards of the Ordinance, added as subsection **50-4.35** Rooftop Dining (see the following pages).

Proposed Definition. An accessory seasonal use to a principal use such as a restaurant, café, or similar establishment, that offers seating space for socializing or dining that is either in an open-air, semi-open, or enclosed dining area. Unenclosed or Semi-Open refers to a space outlined by a parapet or partial walls but no doors. The use can be permitted May-November.

Permitted Location. Enclosed or semi-enclosed rooftop dining areas to be permitted in the C-Commercial district along Mack Avenue as an accessory use of a restaurant, café, bar, or similar establishment.

PERMANENT MAKEUP SERVICES

Micropigmentation, also known as permanent makeup, permanent cosmetics, or cosmetic tattooing and entails adding coloring to the skin, commonly applied to eyebrows, eyelashes, eyelids, and lips. The service is to address loss of color on the skin or facial hair, either naturally or for medical reasons, or seek to improve scars. Similarly, *microblading* is a similar service and is considered a semi-permanent form of cosmetic tattooing that uses a blade-shaped tool with micro-needles to deposit pigments of brow-like color into the skin. Additional medical reasons for seeking this service are for people with conditions that make it difficult to apply makeup themselves, such as those with severe arthritis, multiple sclerosis, Parkinson's disease, or poor eyesight.

Proposed Definition. Micropigmentation or microblading is the practice of placing ink or other pigment into the skin or mucosa by the aid of needles or any other instrument used to puncture a person's skin for the purpose of



permanent cosmetic restoration or enhancement of the epidermis for re-pigmentation. This category of services does not include other forms of body art such as body piercing or the adornment of the body with letters, images, drawings, or other illustrations. The use is also commonly known as permanent makeup, permanent cosmetics, cosmetic tattooing dermal implantation, micro stroking, eyebrow embroidery, and long-time/long lasting makeup.

Proposed Amendment

This would be proposed as an accessory use to salons and/or medical offices in the C Commercial and RO-1 Restricted Office District. This would allow for micropigmentation to be performed as a subset of beauty shop services, but not as a standalone primary use.

Revisions would be adding a definition and including in the land use table, under Accessory Uses.

A public hearing and formal recommendation by Planning Commission are still needed for this specific use amendment; however, we wanted to include it in the conversation along with the other proposed use amendments brought forth at this Committee of the Whole.

50-4.1 Marihuana establishments

Pursuant to section 6.1 of the Michigan Regulation and Taxation of Marihuana Act (the Act), the city elects to completely prohibit all marijuana establishments as defined by the Act, in all zoning districts in the city.

50-4.2 Mixed occupancy

In the R-1 (A through E), R-2, R-4, C.F., C-2 and C districts, in lots abutting Mack Avenue, a mixed occupancy shall be permitted to allow for complementary accessory uses, provided that parking requirements for such mixed occupancy shall comply with Section 50-5.3 Off- street parking requirements.

Uses permitted in the C Commercial district can be permitted as accessory uses in the C-2 or C.F. District along Mack Avenue, so long as the principal use is permitted in the zoning district and the accessory use does not exceed 25% of the usable floor area of the building.

Applicants of properties in the C.F. district, or of current tax exempt statuses, should first check with the City Assessor to understand how the proposed accessory use would affect their city taxes.

50-4.3 enclosed storage of boats, recreational vehicles, trailers

In the R-1 (A through E), R-2, R-4, C.F., and C districts, storage of boats, boat trailers, recreational vehicles, mobile homes, campers, travel trailers, house trailers, and noncommercial utility trailers are only permitted if such vehicles or equipment are unoccupied and parked in a fully enclosed garage and comply with [section 50-5.1 Accessory buildings](#). Overnight parking, other than in a fully enclosed garage, of unoccupied boats, boat trailers, recreational vehicles, mobile homes, campers, travel trailers, house trailers, and noncommercial utility trailers are permitted for temporary periods not to exceed 72 hours, provided notification is provided to the public safety department as follows:

- A. The vehicle owner or representative of the vehicles or equipment must apply for and receive a temporary permit from the public safety department by telephone or in person, so that the public safety department has notice of when the 72-hour period begins.
- B. No more than three temporary permits are allowed per vehicle owner per calendar year.
- C. In addition to the three temporary permits allowed for all vehicle owners, owners of recreational vehicles, mobile homes, campers, travel trailers, and house trailers are permitted to load and unload their vehicles or trailers for periods not to exceed 24 hours (“24-hour provisioning period”) provided that at least 48 hours elapse between the loading and unloading of the vehicles or trailers.

50-4.4 Covering of automobiles and other vehicles

In R-1 (A through E) one-family residential districts, any automobile or other vehicle that is fully or partially covered by a tarp, car cover, or similar material, whether licensed or unlicensed, is prohibited, unless parked in a fully enclosed garage.

50-4.32 Motel

Motel units without kitchenette or kitchen shall contain not less than 350 square feet of floor space, and each unit with permitted kitchens or kitchenettes shall contain not less than a total of 450 square feet of floor space in each rental unit.

50-4.33 existing public, governmental and nonprofit uses in the C.f. district

Upon approval of the planning commission, after a public hearing with notice and site plan review as required by this chapter, any of the following existing uses may be expanded by the erection of additions to existing structures or by the erection of additional structures upon properties situated in community facilities districts as described in the zoning map as amended by this chapter and in accordance with the metes and bounds descriptions on file in the office of the division of safety inspection, and upon compliance with the provisions of this chapter. In giving such approval, the planning commission may impose, in addition to other conditions allowable by law, any reasonable restrictions or requirements so as to ensure that the contiguous residential areas will be adequately protected, and also may require the dedication of lands for street and alley purposes which, in the commission's opinion, is necessary to provide adequately for vehicular traffic movement and off-street parking:

- A. Churches and parish homes.
- B. Public, parochial and other private elementary, intermediate or high schools offering courses in general education, not operated for profit.
- C. Nonprofit religious, educational, private, fraternal or philanthropic institutions.
- D. Private noncommercial recreational areas, and institutional or community recreation centers.

50-4.34 Home-Based Business

Home Occupation to be permitted in R-1(A-E) districts, provided that home occupation is clearly secondary to the primary use or dwelling unit for residential purposes, with the following conditions:

- A. No more than two visitors and one employee shall be on site for the purpose of the home occupation business;
- B. There shall be no exterior display or storage of goods on the premise;
- C. All activity related to the home-based business must remain inside the structures on site;
- D. The home occupation shall not exceed 15 percent of the floor area of the primary structure;
- E. Inventory and supplies shall not occupy more than 50 percent of the area of structures permitted to be used as the home occupation;
- F. The owner of the home-based business must be on site for all hours of operation.
- G. The business shall not generate noise, vibrations, smoke, dust, odor, heat, or glare which are detectable beyond the property lines. If any violation is not remediated within the time frame set forth in the violation notice, the following action should be taken:
 - a. Violations, without proper remedial action taken, may result in a stop work order, or
 - b. The person subject to the violation shall appear and present evidence in response to the enforcement notice to the Planning Commission. During the hearing, the Building Official or designated representative shall specify the violation(s) that exist, and the remedial action required. The Planning Commission shall then determine whether to revoke the persons ability to operate a home-based business.

50-4.35 Rooftop Dining

Unenclosed or semi-enclosed rooftop dining areas are permitted in the C-Commercial district along Mack Avenue as an accessory use of a restaurant, café, bar, or similar establishment, with the following conditions:

- A. Upon approval, rooftop dining is to be permitted May-November annually.
- B. An outdoor dining application and site plan must be submitted for review by the Planning Commission. The year following approval, the permit must be renewed annually with the Building Department.
- C. The establishment must provide a policy or certificate of insurance covering the area of the outdoor rooftop seating space.
- D. Safety barriers must be added on the perimeter of the dining area and any rooftop equipment shall be enclosed or screened from street level view using the same materials used for the building walls or a material which is approved by the Building Official as visually compatible with the existing architectural style and features of the building.
- E. The rooftop dining area must be setback at a minimum of 20 feet from any rear property line if abutting or across an alley from an R-District.
- F. If abutting a R-District, there must be a screening device, of 6 feet, installed at the rear of the building or dining area to protect the privacy of the abutting residential properties.
- G. The additional dining / service area must fulfil the requirements of off-street parking in section 50-5.3.
- H. Umbrellas are not permitted; however, secured canopies of durable material that can withstand strong winds may be used.
- I. Any enclosure with rooftop amenities (including food and beverage service) or canopies for shade, may exceed the height limit of the district by 15 feet.
- J. Outdoor performances and any other form of amplified sound in enclosed rooftop spaces shall cease between 10:00 PM and 7:00 AM when abutting or across the alley from an R-District or noise sensitive area. "Noise-sensitive area" means a residential dwelling, place of worship, school, or a hospital and also means an existing site that is maintained for public recreation for which quiet is a primary consideration in the use of the site.
- K. Amplified sound shall not exceed 71 decibels within the commercial property and no more than 61 decibels at the residential property line.

Proposed Definition added to the Glossary: *Rooftop dining to be permitted as an accessory seasonal use to a principal use such as a restaurant, café, or similar establishment, that offers seating space for socializing or dining that is either in an open-air, semi-open, or enclosed dining area. Unenclosed or Semi-Open refers to a space outlined by a parapet or partial walls but no doors.*

50-6.5 Outdoor Cafe Permit

It shall be unlawful for any person to operate an outdoor cafe on any sidewalk or public right-of-way without a permit as provided by this section. An outdoor cafe is defined as an outdoor dining area located on or adjacent to a sidewalk which abuts a commercial establishment serving food or beverages. Outdoor cafes shall be permitted only within the C and C-2 zoning districts, [and C-F zoned properties along Mack Avenue](#). An outdoor cafe permit shall be a license to use the permitted area and shall not grant any person any property right or interest in the permitted area. The city may require any permittee to restore the cafe area to its original condition.

A. Scope, Procedure And Fee.

1. This section applies to intended uses on sidewalks and those areas adjacent to commercial buildings between the sidewalk and roadway curb. Outdoor dining entirely on private property continues to be regulated under section 50-4.16 Outdoor patio areas for the sale and service of food and beverages.
2. Each permit shall be effective for one year, and must be annually renewed with the approval of the city. Applications in compliance with this section may be approved by the building official. Applications involving a structure [or the addition of tables, chairs, and other outdoor equipment](#) are reviewed by the planning commission for approval of the structure under [section 50-6.1 Site plan review, subsection A](#). Subsequent approvals may be renewed annually by administration provided that the standards and conditions set forth in this section continue to exist.
3. The annual permit fee for an outdoor cafe shall be established by city council resolution.

B. Outdoor Cafe Permit Application. An application for an outdoor cafe permit shall be made to the building official. The building official will submit the application to the city administrator, the clerk, director of public safety and director of public works for review and comment. The application shall include the following information:

1. Name, address and telephone number of the applicant.
2. Name and address of the business establishment.
3. A drawing (drawn to scale) showing the layout and dimensions of the sidewalk, outdoor cafe area and adjacent private property, proposed location, size and number of tables, chairs, steps, umbrellas, awnings, canopies, location of doorways, trees, parking meters, sidewalk benches, trash receptacles, railings, decorative chains and any other fixture, structure or obstruction either existing or proposed within the outdoor cafe.
4. Photographs, drawings or manufacturers' brochures fully describing the appearance of all proposed tables, chairs, umbrellas, awnings or other fixtures related to the outdoor cafe.
5. If any table, railing, awning or any other fixture is to be temporarily or permanently anchored, such information must be shown on the drawing.
6. Capacity of existing establishment.
7. If alcohol will be served.
8. If the applicant does not own the property, the application shall include written authorization from the property owner.
9. Exterior lighting plans, if any.

- C. Standards And Criteria For Application Review. The following standards and criteria shall be used in reviewing the application:
 - 1. The permitted area shall allow a minimum of **five** feet of sidewalk clearance to allow safe pedestrian movement and four feet clearance from any curb. Use may not create a hazard, obstruct motor vehicles or unduly impede sidewalk use.
 - 2. Permits shall be issued only to persons who hold a valid business license and who wish to provide tables and chairs on the permitted area abutting such establishment for use by the general public.
 - 3. Outdoor cafes are restricted to the **street** frontage of the abutting business establishment to which a permit has been issued.
 - 4. The perimeter around the outdoor cafe area may be delineated using nonpermanent fixtures such as railing, potted plants, decorative chains, or other approved fixtures. The permanent anchoring of tables, chairs, umbrellas, awnings, railings or other fixtures may be approved by the building department provided such anchoring meets all city and county requirements.
 - 5. Tables, chairs, umbrellas, awnings and any other fixtures shall be of uniform design and shall be made of quality materials and workmanship to ensure the safety and convenience of users and to enhance the visual quality of the urban environment.
 - 6. Bollards should be consistent in size and appearance throughout the city.
 - 7. Design, materials and colors must be compatible with the abutting building and otherwise comply with the Code.
 - 8. The application must meet all other terms and conditions of this section.
- D. Liability and insurance.
 - 1. The permittee agrees to indemnify, defend and hold harmless the city, its officers, agents and employees from any and all claims, liability, lawsuits, damages and causes of action which may arise out of use of a permit. The permittee shall enter into a written agreement with the city to evidence this indemnification.
 - 2. The permittee shall acquire and keep in full force and effect, at its own expense, the following insurance requirements for the entire permit period:
 - a. no alcohol permit. Commercial general liability insurance in the amount of \$1,000,000.00 per occurrence for bodily injury and property damage. The city must be named as an additional insured on this policy and an endorsement must be issued as part of the policy evidencing compliance with this requirement.
 - b. Alcohol permit. Commercial general liability insurance in the amount of \$2,000,000.00 per occurrence for bodily injury and property damage. The city must be named as an additional insured on this policy and an endorsement must be issued as part of the policy evidencing compliance with this requirement.

1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration & Enforcement

- E. Conditions of outdoor cafe permit. Outdoor cafes permitted under this section shall be subject to the following conditions:
1. The permit issued shall be personal to the permittee and shall be transferable only with the written approval of the city administrator.
 2. The city may require the temporary removal of outdoor cafes by the permittee when street, sidewalk or utility repairs necessitate such action or when it is necessary to clear or repair sidewalks. The permittee shall be responsible for removing all outdoor cafe fixtures at least two days prior to the date identified in writing by the city. The permittee shall not be entitled to any refund for such removal. The city shall not be responsible for any costs associated with the removal or the return and installation of any outdoor cafe fixtures.
 3. The use shall be specifically limited to the outdoor cafe area shown in the application.
 4. The permittee shall insure that the outdoor cafe does not interfere with or limit the free unobstructed passage of sidewalk users in the approved pedestrian path. In the event the cafe utilizes a portion of the sidewalk, then the seating must be adjacent to the building.
 5. Tables, chairs, umbrellas, awnings and any other fixtures used in connection with an outdoor cafe shall be maintained with a clean and attractive appearance and shall be in good repair at all times.
 6. No tables, chairs or any other fixtures used in connection with an outdoor cafe shall be attached, chained or in any manner affixed to any tree, post or sign.
 7. Enclosures are not permitted in the public right-of-way, including for dining during the colder months. The addition of temporary structures within property lines must undergo appropriate reviews within the Building Department and Planning Commission, if applicable.
 8. No additional outdoor seating authorized herein shall be used for calculating eating requirements pertaining to the location of, applications for, or issuance of a liquor license for any establishment, nor shall the additional seats be used to claim any exemption from any other requirements of any city, county or state codes, ordinances and/or laws.
 9. The opening and closing hours of the outdoor cafe shall not extend beyond the hours of operation for the business establishment holding the outdoor cafe permit, and in any event shall not extend later than 2:00 a.m.
 10. The use shall not unduly impact nearby residential or commercial properties.
 11. The permittee is responsible for repair of any damage to the sidewalk caused by the outdoor cafe.
 12. No signs shall be permitted within the outdoor cafe area.
 13. Permittee shall meet all other city, Wayne County and state regulations, laws or ordinances, and requirements before a permit is issued.
 14. For applications involving alcohol sales: No permit will be issued until LCC approval is provided to the city.
 15. No music, television or similar entertainment is allowed within the outdoor cafe area.
 16. In the event the application involves use of the right-of-way between the sidewalk and the curb, the city shall require improvement of that area by construction of an approved surface such as brick pavers, exposed aggregate, stamped concrete, tiles or other decorative hard surface subject to Wayne County approval. Asphalt and standard concrete are not considered approved surfaces.
 17. Except as otherwise provided in subsection F or receive approval for year-around outdoor café permit, the permittee shall have until November 8th to remove all objects relating to the outdoor



cafe, except any existing decorative hard surface. Equipment and amenities removed must be properly stored within the building or an approved shed on site.

- F. denial, revocation or suspension of permit.
 - 1. The building official may deny, revoke or suspend a permit for any outdoor cafe for any reason and without penalty upon giving 30 days' written notice.
 - 2. The building official may also deny, revoke or suspend a permit immediately and without notice if it is found that:
 - a. Any required business, health, LCC or other permit/license for the outdoor cafe, or the abutting business establishment has expired or been suspended, revoked or canceled.
 - b. The permittee does not have insurance in effect which complies with the minimum amounts and requirements described in this section.
 - c. Conditions have changed regarding pedestrian or vehicular traffic causing congestion or safety concerns. Such decision shall be based upon findings of the building official that the minimum four-foot pedestrian path is insufficient under existing circumstances and represents a danger to the health, safety or general welfare of pedestrians or vehicular traffic.
 - d. The permittee has failed to correct violations of the Grosse Pointe Woods City Code, Wayne County requirements, or conditions of the permit within three days of receipt of the city's notice delivered in writing to the permittee.
 - 3. In the event the permittee fails to remove any tables, chairs, awnings or other fixtures or objects related to the outdoor cafe before the date set forth in the city's notice of denial, revocation or suspension, the city may remove such fixtures or objects. The permittee shall be responsible for all expenses incurred by the city for the removal and storage of such fixtures or objects.
 - 4. Violation of this section constitutes a municipal civil infraction in addition to the sanctions available under this section.
- G. Appeals and variances.
 - 1. The decision of the building department to deny, revoke or suspend a permit may be appealed to the zoning board of appeals by an aggrieved party.
 - 2. Variances to the requirements of this section may be granted by the zoning board of appeals if the request meets the criteria for obtaining a variance from the board.

1. Purpose & Intent

2. Definitions

3. Zoning Districts

4. Use Standards

5. Site Standards

6. Development Procedures

7. Administration & Enforcement

