



**CITY OF GROSSE POINTE WOODS
PLANNING COMMISSION AGENDA
Tuesday, August 22, 2023 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. RECEIPT OF FINAL APPROVED MINUTES**
 - [A.](#) Planning Commission Meeting - July 25, 2023
 - [B.](#) Planning Commission Special Meeting - July 31, 2023
- 7. SIGN ORDINANCE REVIEW DISCUSSION**
- 8. FRONT YARD STRUCTURES (8-336)**
 - [A.](#) Front Yard Structures Memo
- 9. BUILDING OFFICIAL'S MONTHLY REPORT**
 - [A.](#) Building Department Report - August 2023
- 10. COUNCIL REPORT/s**
 - A. August 8th & 21st - Fenton
- 11. INFORMATION ONLY**
- 12. NEW BUSINESS**
- 13. OLD BUSINESS**
 - [A.](#) 21336 Mack Avenue (Crosspointe Christian Church) Proposed Building Addition
- 14. PUBLIC COMMENT**
- 15. ADJOURNMENT**

MINUTES OF THE REGULAR **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **JULY 25, 2023**, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

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

Roll Call: Chair Gerhart
Commission Members: Fuller, Gilezan, Hamborsky, McNelis, O’Keefe, Vitale
Absent: Bailey, Fenton
Also Present: Planning Project Manager, Brigitte Smith
Recording Secretary Miotto

The following Commission member was in attendance:

- Catherine Dumke, Senior Citizens’ Commission

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

Motion carried by the following vote:

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

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

MOTION by Gilezan, seconded by Hamborsky, that tonight’s agenda be approved as presented.

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

MOTION by Fuller, seconded by Hamborsky, that the March 25, 2023, Planning Commission meeting minutes be approved as presented.

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

PLANNING COMMISSION
07-25-23 - 09

The first item on the agenda was the **Sign Ordinance Review**. The draft from City Attorney Tomlinson was reviewed. The Chair Gerhart suggested that the Planning Commission reach out to City Attorney Tomlinson to include commercial and public art murals (with and without words) in the ordinance. The City Planner Smith stated that the city cannot regulate content, though must comply with FCC regulations. Mural applications would come to the Planning Commission for approval. Smith will work with the City Attorney on this. The topic of temporary signs and duration of their display was discussed. Real estate signs was struck from the ordinance in the current draft. Smith will consult with City Attorney Tomlinson on real estate signs. Illuminated signs (backlit and other styles) and the regulation of foot-candle allowances were also discussed.

MOTION by Hamborsky, seconded by Vitale, that the Planning Commission postpone this topic to the next available Planning Commission meeting.

Motion carried by the following vote:

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

The next item on the agenda were the **Building Official’s Monthly Reports for May, June, and July**.

The next item on the agenda were the **Council Reports for May, June, and July**.

O’Keefe reported on the May 1st & 15th meetings, Vitale reported on the June 5th & 19th meetings, and as Bailey was excused from today’s meeting, the July 10th & 17th meetings were not discussed. Fenton will cover August meetings.

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

1. 20139 Mack Avenue (Ahee Jewelers) Proposed Building Addition.

MOTION by Fuller, seconded by Hamborsky, that Commission Members McNelis and Vitale be recused from this item, and remain in the room, as they are the presenters for this project.

Motion carried by the following vote:

- YES: Fuller, Gerhart, Gilezan, Hamborsky, O’Keefe
- NO: None
- ABSENT: Bailey, Fenton

Vitale and McNelis provided an overview of the project in which the brand, Patek Phillipe, (of which Ahee is one of limited authorized dealers in the country) requires dedicated space to the product. The plan includes demolition of the vacated space at 20109 Mack, an addition to the existing 20139 space, and movement of the parking area to the newly vacated space. All building department comments, including parking, have been addressed. Rooftop equipment will be screened if necessary. Signage will be modified to be in compliance with the ordinance. Additional lighting was reviewed. Construction is planned for a fall start, with completion in 9 to 10 months.

No one spoke in favor or opposition of the proposal.

PLANNING COMMISSION
07-25-23 - 10

MOTION by Fuller, seconded by Hamborsky, that the Planning Commission approve the site plan, with the following conditions: the slant off-street parking spaces from 54 to 60 degrees with one way traffic from Mack to the Alley; reduce the curb cut along Mack Avenue to 18 feet at the right-of-way line that tapers out to the street; add the required traffic lane markings to the new parking lot; add a barrier, such as a planter, deciduous hedges, or green space, at the property line between the parking lot and the public sidewalk to prevent cars from encroaching upon the public sidewalk and threatening pedestrian safety; and reduce the size of the new proposed wall sign to comply with current city ordinances. The motion was amended to include the screening of rooftop equipment if necessary.

Motion carried by the following vote:

- YES: Fuller, Gerhart, Gilezan, Hamborsky, O’Keefe
- NO: None
- ABSENT: Bailey, Fenton

2. 21336 Mack Avenue (Crosspointe Christian Church) Proposed Building Addition. There was no one present in support of the project. Planner Smith provided an overview of the project. The summary of compliance of the plan included non-compliance in the following areas: Architecture and Building Design; Parking and Loading; Signs; Lighting; and Landscaping and Screening. The applicant (the architect) was provided the above information, and has not yet responded.

MOTION by Fuller, seconded by Vitale, that the Planning Commission postpone this topic until the August meeting.

Motion carried by the following vote:

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

3. The next topic on the agenda was the proposed establishment of Social Districts. Planner Smith provided an overview of the proposal that was worked on with McKenna and city administration. Smith defined “Social District”. Extensive discussion was had on numerous topics, including, but not limited to, the rules of drinking in the parks, on the days and times of the “District”, on liability (business who serves the customer would be liable), the possibility of starting small to evaluate the concept, the need to discuss the concept with all Class C license holders, the size of the district.

MOTION by, Hamborsky, seconded by Vitale, that the Planning Commission postpone this until the August Planning Commission meeting for further discussion, and that city staff provide notice to all Class C license holders, and the microbrewery, by mail and personally, minimally 14 days prior to the August meeting.

Motion carried by the following vote:

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

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

PLANNING COMMISSION
07-25-23 - 11

Under **Public Comment**, Vitale and other Commission Members commented on the Giffels master plan survey and requested McKenna provide the Commission's feedback to Giffels.

MOTION by Gilezan, seconded by Vitale, to adjourn at 8:35 p.m.

Motion carried by the following vote:

YES: Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Bailey, Fenton

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

SPECIAL PLANNING COMMISSION
07-31-23 - 12

MINUTES OF THE **SPECIAL PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **JULY 31, 2023**, 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 5:30_p.m. by Chair Gerhart.

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

Also Present: Rose Kim, Giffels-Webster
Stephanie Osborn, Giffels-Webster
Jill Bahm, Giffels-Webster
Planning Project Manager Brigitte Smith
Recording Secretary Miotto

The Chair recognized the following Council Representative: Thomas Vaughn

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

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

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

MOTION by Bailey, seconded by Fuller, that tonight’s agenda be approved as presented.

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

Commission Member Vitale arrived at 5:33 p.m.

Commission Member Hamborsky arrived at 5:37 p.m.

SPECIAL PLANNING COMMISSION
07-31-23 – 13

The purpose of this **Special Meeting is to hold the Master Plan Discussion and Workshop**, led by Giffels-Webster.

1. Reviewed SWOT summary.
2. Reviewed visioning homework.
3. Discussed issues to consider.
4. Discussed five proposed goals and objectives, which are as follows:
 - a. Housing: Provide a range of housing choices for all ages, abilities, and incomes.
 - b. Economic Development: Elevate Mack Avenue as a thriving, and vibrant commercial corridor that meets the daily needs of residents and is a destination for visitors.
 - c. Transportation: Enhance the entire transportation network to provide safe, convenient, and accessible transportation choices.
 - d. Community Character: Strengthen sense of place, identity and character throughout the city and its neighborhoods.
 - e. Resiliency: Promote resiliency to create a more equitable and inclusive community.
5. Discussed Open House planning, publicity, and desired public input. Consensus was reached to hold an Open House in mid to late September at an off-site location (the library and the Community Center were suggested), with hours that would allow the greatest attendance. Publicity options were discussed, and 30 days of promotion was suggested utilizing City methods (website, e-Blasts, engaging other city commissions, and Grosse Pointe News advertising).
6. Discuss Next Steps: Open House, Goals & Objectives, and Report

Under **New Business**, no items were discussed.

Under **Public Comment**, the following resident was heard:

Margaret Potter, 1834 Allard, about:

- Potential legislation that would require communities who want government transportation grants to have low-income housing;
- Opposition to condominiums;
- Opposition to small businesses on the Cook Road corridor;
- Any construction change to the circle at Mack and Vernier should take into consideration the DTE equipment underneath it.

SPECIAL PLANNING COMMISSION
07-31-23 – 14

MOTION by Bailey, seconded by Vitale, to adjourn at 7:09 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gerhart, Hamborsky, McNelis, O'Keefe, Vitale

NO: None

ABSENT: Fenton, Gilezan

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

MCKENNA

Memorandum

TO: Grosse Pointe Woods
Brigitte Smith, AICP, Assistant Planner

FROM: Ashley E. Amey, Assistant Planner
Alicia Warren, Assistant Planner

SUBJECT: **Front Yard Structures**

DATE: August 15, 2023

Post-pandemic, home gardening has become more popular, as the pandemic prompted many people to spend more time at home, leading to increased interest in gardening as a productive and fulfilling activity. Home gardens are a cheaper alternative to shopping at grocery stores, promote food security, and benefit the environment through local diversity and pollinator habitat. Additionally, in the last decade, mini libraries, also known as Little Free Libraries, have been gaining popularity. The concept of Little Free Libraries involves placing small outdoor book-sharing stations in neighborhoods, allowing people to take or leave books.



The demand for front yard structures like gardens and Little Free Libraries has placed pressure on communities to change otherwise restrictive Zoning Ordinances that limit or do not allow front yard structures. Many communities and their residents see the value in having front yard structures that have the potential to increase sense of place and well-being, among providing other benefits.

Presently, **Section 8-336** of the Grosse Pointe Woods City Charter and Code explicitly **prohibits** front yard structures. We offer Ann Arbor and Marquette, Michigan as example communities for your consideration. Each city allows accessory structures within residential front yards.

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FRONT YARD STRUCTURES IN MICHIGAN

The City of Marquette, MI

The City of Marquette, Michigan, defines accessory structures as “a building and/or structure, the use of which is clearly subordinate and incidental to that of the principal building or to the use of the land located on the same lot.” The city allows for front yard structures in residential areas, provided that accessory structures:

- Follow setback and height requirements of the zoning district.
- Are erected on parcels of land that have a principal use building or use already established or being established with the accessory structure.
- Maintain any minimum separation requirements, as required by the Building Official.

The city’s broad definition and requirements of an accessory structure offer a wider range of flexibility for both residents and the city. A broader definition accounts for changes in lifestyle and technological advancements, ensuring that new and innovative structures like renewable energy-related structures are covered under zoning regulations. This is important, as well-designed accessory structures can add value to properties and enhance overall curb appeal, potentially leading to increased property values.

However, even though a broad definition of accessory structures is useful, it’s still necessary to ensure that new accessory structures are compatible with Grosse Pointe Woods. As such, accessory structures that are considered undesirable and potentially posing as nuisances should be explicitly prohibited within the ordinance.

The City of Marquette treats structures related to Minor Food Production, such as raised garden beds, differently than other accessory structures. Below we have summarized the requirements from Marquette’s Zoning Code, relevant to Grosse Pointe Woods, for Minor Food Production:

- 1. Minimum Setbacks and Clear Vision Triangle Area.** All garden structures must maintain a three-foot setback from all property lines as well as meet traffic visibility regulations. Garden vegetation shall not encroach onto adjacent lots.
- 2. Permitted Structures.** The following structures do not require a permit.
 - a) Trellises and Arbors** if located in a required setback, a maximum height of 8 ft.
 - b) Raised Planting Beds** if located in a required setback or in a front yard, a maximum height of 24 inches.
 - Must be kept out of public rights-of-way.
Planting beds higher than 24 inches must meet minimum setback requirements for accessory structures in the district.



An example of an arbor/trellis

By treating accessory structures that are related to minor food production differently than other accessory structures, the City of Marquette is promoting sustainability, local food systems, and community resilience. It’s recognized too that if garden-related structures are not maintained, they could become unsightly and take away from the purpose of allowing for them in the first place. Therefore, it’s also important to include language within the ordinance that requires the accessory structures be maintained properly.

The City of Ann Arbor, MI

The city of Ann Arbor, Michigan, takes a different approach to accessory structures by separating them into two different categories: enclosed and unenclosed.

Section 5.37.2 of Ann Arbor’s ordinance states, “The unenclosed portion of a Lot that is devoted to space for recreation, greenery, and household activities. Open Space area may include, but shall not be limited to, lawns, landscaping and gardens, wooded areas, sidewalks and walkways, active and passive recreational areas, unenclosed accessory Structures used for Recreational purposes, permanent or seasonal water surfaces, and protected natural areas. It shall not include areas covered by Parking Lots, Driveways, refuse facilities, or enclosed accessory Structures.”



A Free Little Library in Ann Arbor, MI

While Ann Arbor does not allow enclosed structures, such as sheds, within front yards, they do allow unenclosed structures. Ann Arbor’s approach is broader than Marquette’s approach, as they only regulate front yard structures based on whether or not they are enclosed / unenclosed rather than solely defining and regulating each structure separately.

Like Marquette, the broad definitions within the ordinance account for changes in lifestyle and technological advancements, ensuring that new and innovative structures are regulated. However, even with these broad definitions, certain structures in Ann Arbor are subject to extra regulation under Section 5.16.6 in order to preserve the intent of the zoning ordinance. Examples include dish antennas, solar panels, and wireless communication antennas.

ACCESSORY STRUCTURES IN SURROUNDING MUNICIPALITIES

The surrounding communities of Grosse Pointe Farms, Grosse Pointe, Grosse Pointe Park, Grosse Pointe Shores, and Harper Woods accessory structures with the following restrictions:

	Grosse Pointe Woods	Grosse Pointe Farms	Grosse Pointe	Grosse Pointe Park	Grosse Pointe Shores	Harper Woods
Front Yard						
Driveway/side walks	P	P	P	P	P	P
Accessory Structure	N	N	N	N	N	N
Fences	P (3’ max height)	P (4’ max height)	P (3’ max height)	N	N	P (3’)
Side Yard						
Driveway/side walks	P	P	P	P	P	P
Accessory Structure	N	N	P (3’)	P (Set by Schedule of Regulations, 3-5 ft setback)	P (no closer than principal home)	

Fences	P (6' max height)	P (4' max height)	P (6' max height)	P (4' max height)	N	P (6')
Rear Yard						
Driveway/side walks	P	P	P	P	P	P
Accessory Structure	P (6')	P (3')	P (6')	P (3')	P (10')	P
Fences	P (6' max height)	P (6' max height)	P (6' max height)	P (6' max height)	P (6' max height)	P (6')

(P) Permitted (N) Not permitted

FRONT YARD STRUCTURES IN GROSSE POINTE WOODS

Overall, we recommend that the City of Grosse Pointe Woods amend its zoning ordinance to allow front yard structures within residential zoning districts. This is an opportunity for Grosse Pointe Woods to enhance and personalize its residential areas, while still maintaining their beauty. Front yard structures, when properly regulated, can offer a variety of benefits. Gardens provide sustainability and educational opportunities. Trellises, arbors, and other decorative structures can provide uniqueness and opportunities for residents to personalize their homes.

Grosse Pointe Woods has the opportunity to observe what has worked and has not worked in communities like Ann Arbor and Marquette while making adjustments to fit the needs of the City and its residents. Below, we have listed our recommendations for the Zoning Ordinance.

The Grosse Pointe Woods Zoning Ordinance should be amended to reflect:

- 1. A broad definition of front yard structures.** We recommend a definition similar to Ann Arbor, Michigan, which segregates front yard structures based on whether or not they are enclosed or unenclosed. Enclosed structures should remain in side and rear yards, while unenclosed structures be allowed, with some possible exceptions (playgrounds), in front yards.
The City also has the option to leave the definition of enclosed / unenclosed structures up to the Zoning Administrator’s interpretation or to explicitly define them within the Zoning Ordinance.
- 2. Additional restrictions on certain structures.** We recommend certain structures, such as small-scale wind, solar energy, dish antennas, and wireless communications antennas have additional restrictions. These restrictions can include screening, choosing to keep these structures in the rear and side yards, etc.
- 3. A streamlined permitting process.** Grosse Pointe Woods has the opportunity to streamline the permitting process by not requiring them for certain structures. An example of this is how Marquette treats accessory structures related to minor food production, which do not require a permit as long as they comply with Zoning Ordinance standards.

CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT REPORT

TO: PLANNING COMMISSION
FROM: BRUCE ECK, INTERIM BUILDING OFFICIAL
DATE: AUGUST 22, 2023
SUBJECT: BUILDING DEPARTMENT REPORT, AUGUST 2023

This past month Pendency's Restaurant received a conditional Certificate of Occupancy.

The tenant build-out for Crispelli's Restaurant was issued, the construction value for that project was estimated at \$500,000.

An interior renovation permit at Mackey Infectious Disease Center at 19251 Mack was issued with a construction value of \$327,619.

A tenant build-out permit for Andary Law Group at 21300 Mack was issued with a construction value of \$55,000.

An addition permit was issued to Corber Construction at 19817 E Ida with a construction value of \$75,000.

A detached garage permit was issued to Creative Habitat Builders at 505 E Hampton with a construction value of \$69,236.

A siding permit was issued to Rock Solid Exteriors at 941 Lochmoor with a construction value of \$107,500.

A pool permit was issued to Exigent Landscape and Design for 697 Sunningdale. The construction value was \$160,000.

The Building Department extended the permits for Legacy Oaks at 850 Briarcliff, with a due date of July 26, 2024. The applicant paid \$26,270.50 to re-instate their permits.

MCKENNA

July 18, 2023

Planning Commission
City of Grosse Pointe Woods
20025 Mack Plaza Dr
Grosse Pointe Woods, MI 48236

Subject: 21336 Mack Avenue (Crosspointe Christian Church) Site Plan Review
Parcel ID: 004-99-0001-000
Site Plan Review #1
Zoning: C-F – Community Facilities

Dear Commissioners:

We have reviewed an application submitted by Steven Schneemann of MCD Architects on behalf of Crosspointe Christian Church, who requests to construct a 1,905-square-foot addition to the existing 19,330 sq.ft. religious building at 21336 Mack Avenue for a total square footage of 21,235 (not including the existing accessory structure). The site is within the City’s C-F (Community Facilities) Zoning District. Upon review of the proposed plan compared to the applicable ordinance standards, we offer the following comments for your review. Items that do not comply or require additional information are in **bold and underlined**.



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SUMMARY OF COMPLIANCE

This project is reviewed against the City’s Zoning Ordinance, Master Plan, existing site conditions, and sound planning and design principles to provide constructive and helpful feedback for the development of this site. A summary of our findings and compliance is detailed in the table below.

Further specifications, review, and recommendations are detailed on the pages below.

Ordinance Standard	Compliance	Comments
Zoning and Master Plan Designations	Complies.	N/A
Dimensional Requirements	Complies.	As an existing nonconforming use, the proposed addition does not increase the existing building’s nonconformity.
Architecture and Building Design	Can Comply.	Proposed building materials must be labeled within the plans and presented to the Planning Commission.
Parking and Loading	Can Comply.	The site plans lack complete information regarding the site’s parking lot. The parking lot must have traffic flow markings.
Signs	Can Comply.	No new signs are proposed. The applicant shall submit details of current signage to ensure the site’s signage is in compliance with the zoning ordinance.
Lighting	Can Comply.	No modifications to the exterior lighting are proposed at this time. The applicant must provide a photometric plan.
Landscaping and Screening	Can Comply.	Not enough details have been provided regarding existing landscaping species types. Planning Commission should determine if this applicant should conduct a complete landscaping inventory to include information on the existing plant species on site. A masonry wall must be constructed where parking areas abut residential property (southern and eastern portions of the parking lot).

RECOMMENDATION

We recommend the Planning Commission approve the site plan application with the conditions of the following revisions to be approved administratively:

1. A 2- to 4-foot masonry wall, where nonexistent, is constructed where parking abuts residential property;
2. Traffic lane markings be added to the existing parking lot to communicate the direction of traffic flow;
3. In the updated site plan application that is approved by the City Planner and Building Official, the applicant must depict the entirety of the property, including the entire parking lot, as well as provide clarification on the proposed building materials, provide a photometric plan, mark exterior lighting locations, depict existing signage dimensions, provide a floor plan, and list existing landscaping species types to ensure compliance with the Ordinance.

Respectfully submitted,

McKENNA



Ashley Amey
Assistant Planner



Brigitte Smith, AICP
Assistant Planner

Site Plan Review

1. ZONING AND MASTER PLAN DESIGNATIONS

The following chart provides information on existing land use, current zoning, and future land use.

Location	Existing Land Use	Zoning District	Future Land Use Designation
Subject Site	Religious Institution	C-F	Institutional
North (St. Clair Shores)	Commercial / Single-Family Residential	B-1 (Local Business) and RA (Single Family Residential)	Mixed Use, Traditional Neighborhood
South	Single-Family Residential	R-1D	Single-Family Medium Density
East	Single-Family Residential	R-1D	Single-Family Medium Density
West	Dentist Office / Multi-Family Residential (across Mack Ave.)	C, R-4	Office, Planned Multi-Family

Findings: The 2006 Master Plan Future Land Use Map designates this site as institutional, described in the text of the Master Plan as, "...where existing schools, churches, and public buildings are currently in operation with the City. These uses are often permitted within multiple zoning districts within the City as permitted uses.", which is the zoning category that currently applies to the site. **Complies.**

2. DIMENSIONAL REQUIREMENTS

Standard	Requirement	Existing Conditions	Conditions of Proposed Building Addition	Proposed Compliance
Minimum Front Setback	75'	<75'	115' 11 9/16"	Yes
Minimum Side Setback	75'	>75'	>75'	Yes
Minimum Rear Setback (West)	75'	23.1'	>75' *	Yes
Maximum Building Height	35'	20'4"	16'8"	Yes

*While the existing building structure does not comply with the required 75-foot setbacks; the proposed building addition does comply with the required setback and does not increase the nonconformities of the building.

Findings: As it stands, the existing building is a nonconformity. The proposed building addition would not be expanding the existing building's nonconformity and complies with dimensional requirements. **Complies.**

3. ARCHITECTURE AND BUILDING DESIGN (Sec. 50-373)

The purpose of these design standards is to promote a coordinated and complimentary use of design elements that result in a theme oriented, harmonious appearance and image for the commercial and high intensity residential areas of the city.

Findings: The plans and application submitted by the applicant depict that renovations to the building show that updates to the building include an elevator, two new offices, lobby space, and an entry canopy. Section 50-6.1(H)(13) requires that exterior building materials and treatment shall be finished of quality, consistent with the

quality of exterior treatment of surrounding buildings, which the proposed elevations comply with. The renderings depict material that matches and enhances the façade of the existing building; however, the elevations of the building addition do not describe the proposed material. **The applicant must label the proposed building material in the plans to ensure that they are high quality. In addition, per Section 50-6.1(G)(7) of the Zoning Ordinance, the applicant must bring samples of the material to be used on the building's exterior to the Planning Commission meeting.** Can comply.

4. PARKING AND LOADING

Findings: Based on Section 50-5.3(H), places of worship are required to have one parking spot for every four seats in the main assembly or worship area. Additionally, classrooms on the site require one (1) parking space each for teachers. Therefore, the site must have a minimum of 112 parking spaces, which is exceeded by the current 275 parking spaces available. Eight (8) handicap spaces are provided.

Aerial photography from 2014-2023 indicates that the site does not need any additional parking. Furthermore, the proposed addition will not require any additional parking spaces beyond the existing 275 spaces, as it does not include any new classrooms or assembly areas.

The current loading/unloading area located under the existing canopy on the southeast portion of the building is sufficient.

It is important to note that according to Section 50-5.3(U), parking lots must have traffic lane markings to indicate entrances and exits and ensure the safe and orderly movement of vehicles. **The applicant's proposed site plan does not include these required markings, including markings for one-way traffic.**

Lastly, the submitted plans do not provide a complete depiction of the parking lot's dimensions, including maneuvering lanes, parking spots, materials used, etc. Therefore, it is difficult to determine whether the site's parking lot complies with the Zoning Ordinance. The applicant must provide more detailed plans that show the entire parking lot and its relevant information. Can comply.

5. SIGNS

Findings: For the C-F, Community Facilities District, one externally illuminated ground sign is permitted at each entry to the campus provided that, the sign's design is consistent with the overall design of the development, does not exceed 32 square feet in area, and is no higher than seven feet above grade.

The applicant is not proposing any additional signage. However, if the applicant were to propose additional signage, **a separate permit must be submitted for every proposed sign, with electrical signs requiring a separate electrical permit.** The site currently has a monument sign located on the southeast corner of 8 Mile Road and Mack Avenue, which consists of an electronic message sign. **The applicant must provide details of existing signage, such as dimensions, in order to determine whether or not the site complies with Article 32 of the Zoning Ordinance.** Can comply.

6. LIGHTING

Outside security lighting means any electrically operated light, except incandescent lights without a reflecting surface and not exceeding 150 watts, mounted or installed on the exterior of any building or on or upon any exterior object located upon a property or parcel of real estate within any residential district of the city.

Findings: No modifications to the exterior lighting are proposed at this time. **The applicant should provide a photometric plan to ensure the current lighting does not exceed 150 watts as required by the Ordinance. Any proposed lighting must also be noted.** Can Comply.

7. LANDSCAPING & SCREENING

Findings: The applicant proposed adding boxwood hedge around the perimeter of the building addition. However, the plans do not show the site in its entirety; therefore, it is difficult to see if landscaping and screening standards are met across the site. Planning Commission should determine if this applicant should label the existing landscaping with each species type, etc. on site. If so, in the updated Site Plan submitted for final approval, the applicant must depict the entirety of the property and list the existing plant species.

In addition, subject to Section 50-5.3(Q), whenever a parking area adjoins residential property or a residential street, an ornamental masonry wall not less than two feet or more than four feet must be erected and maintained between the required yard space and the area used for parking. Any existing or proposed walls must be shown within the plans. Can comply.

CITY OF GROSSE POINTE WOODS

Building Department

BUILDING OFFICIAL RECOMMENDATION MEMORANDUM

DATE: July 25, 2023
TO: Planning Commission
FROM: Bruce Eck, Building Official
SUBJECT: Building Official Recommendation for Crosspointe Christian Church

It is my recommendation that this commercial addition project meets the local ordinances and building codes.

Thank you,
Bruce Eck
Building Official

CITY OF GROSSE POINTE WOODS
Building Department
20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2426

SITE PLAN REVIEW

COMMERCIAL – Zoned As – Please Check One:

- C – Commercial Business RO-1 – Restricted Office P-1 – Vehicular Parking
- CF – Community Facilities C-2 – High Intensity City Ctr

Property Owner Name: Crosspointe Christian Church Date: 06/20/2023

GPW Property Address: ~~21366 Mack Ave.~~ Grosse Pointe Woods, MI * 21336 MACK AVE

Telephone #: Work (Tim Decoste) (313) 310-6779 Home: _____

Contractor/Applicant Name: Steven Schneemann

Telephone # (248) 374-0001 Mobile Phone # (248) 321-9800 Fax # _____

Contractor/Applicant Address: 33610 Grand River Ave. Farmington, MI e-mail: ss@mcdarchitects.com

MI Builder's License # : _____ MI Driver's License # : _____

Nature of Proposed Work:

Addition that includes elevator, two new offices, lobby space, and entry canopy. Site work includes revisions to existing paving and addition of landscaping.

Value of Construction \$ 1,000,000

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Applicant Signature: 

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

250	#50-32(7) Special Land Use PC Fee:		\$
	#50-42(a) PC Site Plan Review Fee:		\$ 350
	#50-42(b)(1) Deposit – Est. Costs Incurred by the City:		
<u>\$ 400</u>			
PC APPLICATION FEE DUE:			\$ 1,000

Date Received: _____ Name: _____

ISSUED:
06/08/23 SPA

LEGAL DESCRIPTION (PER TAX RECORDS)

THE PART OF PRIVATE CLAIM 224 DESCRIBED AS BEGINNING AT THE INTERSECTION OF THE CENTER LINE OF GOETHE AVE. WITH THE SOUTHERLY LINE OF P.C. 224 AND PROCEEDING THENCE WESTERLY ALONG SAID SOUTHERLY LINE 1222.16 FEET TO THE CENTER LINE OF MACK AVE. THENCE NORTHERLY ALONG THE CENTER LINE OF MACK AVE. 88.85 FEET TO THE NORTH LINE OF WAYNE COUNTY THENCE EASTERLY ALONG SAID NORTH LINE 1295.82 FEET TO THE CENTER LINE OF GOETHE AVE. THENCE SOUTHERLY ALONG SAID CENTER LINE 506.44 FEET TO THE POINT OF BEGINNING EXCEPT THE EASTERLY 30 FEET THEREOF AND EXCEPT THE NORTHERLY 60 FEET THEREOF AND ALSO EXCEPT THE WESTERLY 60 FEET THEREOF.

LEGAL DESCRIPTION (AS SURVEYED)

LAND IN THE CITY OF GROSSE POINTE WOODS, WAYNE COUNTY, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE CENTER LINE OF GOETHE AVE. (60 FEET WIDE) AND THE SOUTHERLY LINE OF PRIVATE CLAIM 224; THENCE ALONG SAID SOUTHERLY LINE OF P.C. 224, NORTH 72°04'11" WEST 138.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID SOUTHERLY LINE OF P.C. 224, NORTH 72°04'11" WEST 1023.59 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY OF MACK AVE.; THENCE ALONG SAID EASTERLY RIGHT-OF-WAY OF MACK AVE., NORTH 14°51'56" EAST 44.39 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF EIGHT MILE RD., NORTH 89°00'39" EAST 1084.62 FEET; THENCE SOUTH 17°56'20" WEST 396.00 FEET TO THE BEGINNING.

CONTAINING 225,828 SQ. FT. OR 5.184 ACRES, SUBJECT TO ALL RESTRICTIONS AND RIGHTS OF RECORD.

SHEET NOTES

1. THIS SITE PLAN IS DERIVED FROM A BOUNDARY, TOPOGRAPHIC AND TREE SURVEY CREATED BY NOWAK & FRAUS ENGINEERS (PROJECT NO. K610). REFER TO SURVEY DRAWINGS FOR ADDITIONAL SITE PLAN INFORMATION.
2. ALL TREES AND SHRUBS ARE EXISTING UNLESS NOTED OTHERWISE.
3. REFER TO SHEET AS-101 FOR DETAILED SITE CONSTRUCTION.
4. REMOVE EXISTING 7'0" BLUE-BEECH TREE AND ASSOCIATED MASONRY PLANTER. REMOVE EXISTING BUSHES ALONG FRONT OF BUILDING IN AREA OF NEW ADDITION. REMOVE EXISTING SOD AND TOPSOIL IN AREA OF NEW ADDITION. STOCKPILE TOPSOIL AS DIRECTED BY OWNER.
5. ALL PARKING SPACES, DRIVES AND DRAINAGE ARE EXISTING TO REMAIN.

BUILDING DATA

	ALLOWED	EXISTING	PROPOSED
EXISTING BUILDING AREA *	12,000 S.F.	19,330 S.F.	
EXISTING BUILDING HT.	55 FT	20'-4"	
NEW BUILDING ADDITION AREA	12,000 S.F.		1,905 S.F.
NEW BUILDING ADDITION HT.	55 FT		16'-8"
TOTAL BUILDING AREA			21,235 S.F.

* EXISTING CHURCH STRUCTURE IS NOT SPRINKLED. THE EXISTING BUILDING AND NEW ADDITION WILL BE PARTITIONED INTO TWO FIRE AREAS LESS THAN 12,000 S.F. EACH TO COMPLY WITH BUILDING CODE REQUIREMENTS FOR NON-SPRINKLERED MAXIMUM BUILDING AREA.

PARKING DATA

EXISTING	REQUIRED
ON-STREET PARKING SPACES	44 (3 BARRIER-FREE)
OFF-STREET PARKING SPACES	231 (12 BARRIER-FREE)
TOTAL PARKING SPACES	275
LOADING / UNLOADING AREA	1 (NOT SUBJECT TO ZONING ORD. 50-529 REQMTS)
SANCTUARY OCCUPANCY	103 = 410 / 4 (1 PER 4 SEATS)
CLASSROOM OCCUPANCY +	9 (1 PER TEACHER)
TOTAL PARKING SPACES	112
LOADING / UNLOADING AREA	1

+ CLASSROOM OCCUPANCY ANTICIPATED TO BE CONCURRENT WITH SANCTUARY OCCUPANCY DURING SUNDAY SERVICES, AND WILL BE FOR CLASSES ATTENDED BY YOUTH AND TEENS.



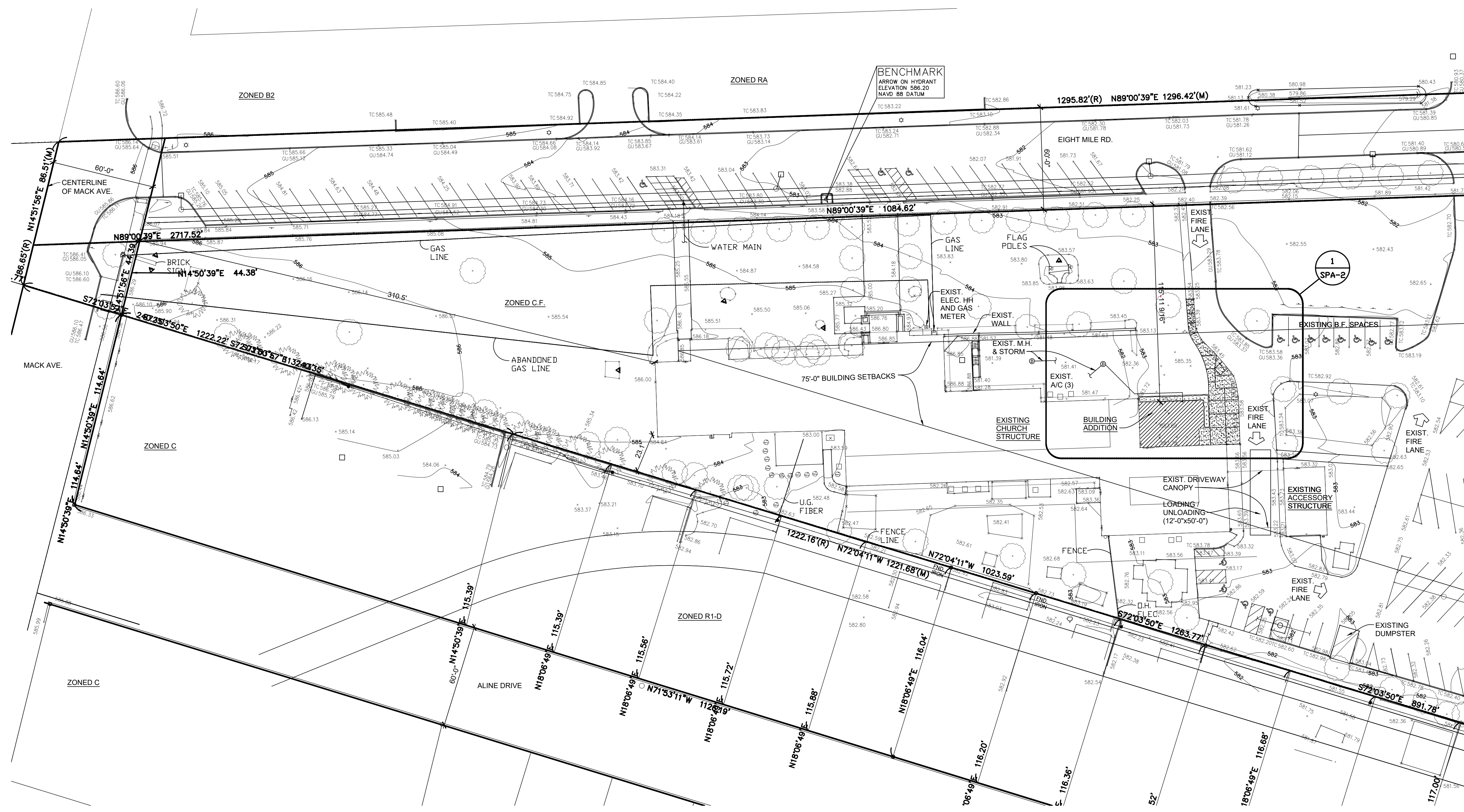
33610 GRAND RIVER
FARMINGTON, MI, 48335
www.mcdarchitects.com
248-374-0001

ADDITION FOR:
**CROSSPOINTE
CHRISTIAN
CHURCH**
21336 MACK AVE.
GROSSE POINTE WOODS, MI

**PARTIAL SITE
AND SITE
DEMOLITION
PLANS**

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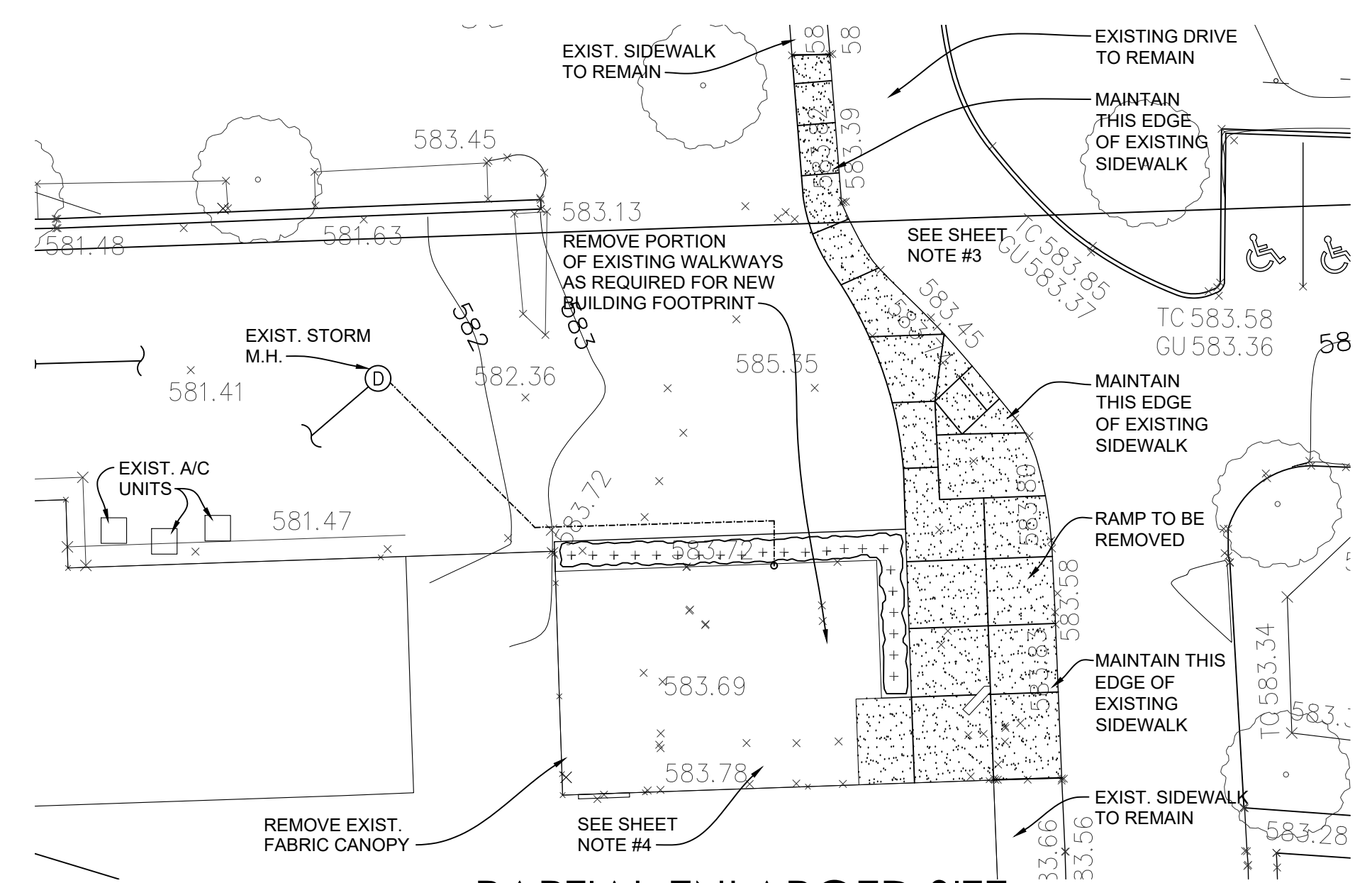
Project No. 17205.1
Sheet No. SPA-1



1 PARTIAL SITE PLAN
SCALE: 1/32" = 1'-0"

LANDSCAPING DEMOLITION SCHEDULE

MARK	SPECIES	BOTANICAL NAME	QUANTITY
TD-1	7'0" BLUE-BEECH		1



**2 PARTIAL ENLARGED SITE
DEMOLITION PLAN**
SCALE: 1/16" = 1'-0"

