

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES

SEPTEMBER 17, 2018

Location: City Manager's Conference Room, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

City Manager Rheker called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m. September 17, 2018.

II. ROLL CALL:

City Manager conducted roll call. The following members were present:

Cheryl Costantino

Valerie Kindle

Vivian Sawicki

Mary Kingston

Absent: None

Also Present: J. Russell LaBarge

Veronica Paiz

Joe Rheker

III. APPROVAL OF MINUTES:

Motion by Costantino, Supported by Kindle:

To approve the minutes of the June 18, 2018 meeting as written.

MOTION CARRIED UNANIMOUSLY

IV. NEW BUSINESS:

Motion by Kindle, Supported by Kingston:

To table items A through C until next meeting for further discussion.

MOTION CARRIED UNANIMOUSLY

V. CALL TO COMMITTEE:

None.

VI. CALL TO PUBLIC:

Mr. Calus commented that ordinances are not up to date on the website and that the parking permit fee should be raised.

Mr. Hakim mentioned that Spindler Park in Eastpointe is dog friendly and everyone has good things to say about it. He also mentioned that the traffic at Tyrone school is out of control and that a public safety officer should be there to write tickets. He then suggested that the students could use Salter Park as an additional pick up and drop off to ease the traffic as there is a pass way between the back of Tyrone and Salter Park.

VII. NEXT MEETING:

The next meeting will be held on October 1, 2018 at 6:00 p.m.

VIII. ADJOURNMENT:

Meeting adjourned at 6:53 p.m.

Joseph F. Rheker III, City Manager

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
OCTOBER 1, 2018

Location: City Manager's Conference Room, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

City Manager Rheker called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m. October 1, 2018.

II. ROLL CALL:

The following members were present: Cheryl Costantino, Valerie Kindle and Mary Kingston.

Absent: Vivian Sawicki

Also Present: City Manager, Joe Rheker, City Attorney Sharon DeWaele and City Clerk Leslie M. Frank.

III. APPROVAL OF MINUTES:

Motion by Kindle, Supported by Kingston:
To approve the minutes of the September 17, 2018 meeting as written

Absent: Sawicki

MOTION CARRIED

IV. OPEN ISSUES:

- a) Residential Income Property
- b) C of O Amendment
- c) Vacant Property Amendment

Motion by Kingston, Supported by Kindle:
To forward the amended ordinances, Residential Income Property, Certificate of Occupancy and Vacant Property to the City Council for Introduction and First Reading.

Absent: Sawicki

MOTION CARRIED

V. NEW BUSINESS:

a) Dog Friendly Park Policy/Rules

Motion by Kingston, Supported by Costantino:

To forward the Dog Friendly Park Policy/Rules to the City Council for adoption.

Absent: Sawicki

MOTION CARRIED

VI. CALL TO COMMITTEE:

None.

VII. CALL TO PUBLIC:

A resident asked for clarification on the park specifically if it will be dog friendly and still require dogs to be leashed and whether there would be vaccination requirements and a fee to enter the park. Lastly she asked if non-residents would be welcome. (The City Manager explained that all dogs will need to remain leashed and that there would not be a fee to enter and anyone can bring a dog to Salter Park.)

Veronica Paiz offered that she planned to table the item when it comes before the City Council as she feels that Ms. Martin of GPAAS was not consulted prior to creating this park policy and that Ms. Martin shared several concerns with her about several rules in the policy.

Valerie Kindle asked for more aggressive enforcement of on-street parking overnight on Balfour and Fleetwood.

Mary Kingston commented about the state of Tyrone Elementary at the beginning and end of the school day stating that someone is going to get hurt due to the chaos of parents parking illegally and children not paying attention.

Veronica Paiz asked if the HW middle school at Triumph Church is in violation of the sign ordinance with all of the words painted on all sides of the building. (The City Manager stated that it is currently being looked at and will be addressed.)

VIII. NEXT MEETING:

The next meeting will be held on October 15, 2018 at 6:00 p.m.

IX. ADJOURNMENT:

The meeting was adjourned at 6:38 p.m.

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
OCTOBER 15, 2018

Location: City Manager's Conference Room, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

City Manager Rheker called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m. October 15, 2018.

II. ROLL CALL:

City Manager conducted roll call. The following members were present:
Cheryl Costantino, Valerie Kindle, Mary Kingston and Vivian Sawicki

Absent: None

Also Present: City Attorney Sharon DeWaele, City Manager Joe Rheker and City Clerk Leslie M. Frank.

III. APPROVAL OF MINUTES:

Motion by Kingston, Supported by Kindle:
To approve the minutes of the October 1, 2018 meeting as written.

MOTION CARRIED UNANIMOUSLY

IV. OPEN ISSUES:

V. NEW BUSINESS:

1) Sidewalk Ordinance

This ordinance was discussed and determined to be outdated and archaic and in need of an amendment to make it current. This item will be moved to old business and a draft will be prepared.

2) Stormwater System Ordinance

This ordinance is technical in nature and Attorney DeWaele stated that it will go directly before City Council for its first reading as there cannot be any changes once it is drafted. It will follow the City of Ann Arbor's current ordinance.

Item added to Agenda -

1) Ordinance to Prohibit Marijuana Establishments

Discussion about the City keeping the status quo with regard to having control over any type of establishment/dispensary if the ballot proposal passes in the November election to allow recreational use of marijuana.

Motion by Kingston, Supported by Costantino

To forward this Ordinance to the City Council for First Reading and Adoption at their next meeting.

MOTION CARRIED UNANIMOUSLY

VI. CALL TO COMMITTEE:

VII. CALL TO PUBLIC:

VIII. NEXT MEETING:

The next meeting is scheduled for March 4, 2019.

IX. ADJOURNMENT:

The meeting adjourned at 6:43 p.m.

Joseph Rheker, City Manager

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
DECEMBER 2, 2019

Location: City Manager's Conference Room, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

City Manager Rheker called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m.

II. ROLL CALL:

City Manager conducted roll call. The following members were present: Cheryl Costantino, Valerie Kindle (6:10), Mary Kingston and Vivian Sawicki.

Also Present: City Manager, Joe Rheker, City Attorney Sharon DeWaele, City Clerk Leslie M. Frank, Director Vincent Smith and Building Official Jim LaPalm.

III. APPROVAL OF MINUTES:

Motion by Costantino, Supported by Sawicki:
To approve the minutes of the October 15, 2018 meeting.

MOTION CARRIED UNANIMOUSLY

IV. OPEN ISSUES:

a) Sidewalk Ordinance. The attorney was directed to revise this ordinance for additions, deletions and have it at the next ordinance committee meeting for review.

V. NEW BUSINESS:

a) Stormwater Ordinance. The City Manager gave an overview of this ordinance and the Attorney DeWaele stated the reason that this ordinance needs to be updated is because it is outdated as it had an expiration date and further that it needs to be in compliance with the drain code of Michigan. This item will be moved to old business.

b) On Street Parking Ordinance. This needs to be addressed due to the multiple calls the dispatch receives each day for residents who abuse this. A possible increase in fees for tickets, and an increase in the fee for a permit was suggested. It was agreed that not enough signage is posted alerting residents and non-residents of this ordinance. There is currently a provision for a temporary overnight permit that should be utilized. This item will be moved to old business.

c) and d) Snow/Ice Removal and Lawn/Vegetation Cutting. The ordinance for grass/vegetation cutting should be made similar to that of the snow/ice removal ordinance with violators receiving a civil infraction. It was discussed that out-of-town property owners could provide an escrow account for rental properties to be used for these violations. Fees need to be raised for violations also.

Motion by Kingston, supported by Sawicki:

to raise the fines for failure to shovel snow/ice as follows: 1st offense, \$50.00; 2nd offense, \$100; and 3rd offense, \$150.

MOTION CARRIED UNANIMOUSLY

Motion by Kingston, supported by Kindle:

to raise the fines for failure to cut grass/vegetation as follows: 1st offense, \$50.00; 2nd offense, \$100; and 3rd offense, \$150.

MOTION CARRIED UNANIMOUSLY

VI. CALL TO COMMITTEE:

Ms. Costantino suggested that the shed/outbuilding ordinance needs to be addressed and then stated that it is difficult to get all the necessary information for this as info is not all in one place.

Ms. Kingston asked about boat storage requirements.

Ms. Sawicki inquired about manufactured homes and if they are permitted in Harper Woods.

Ms. Costantino suggested that metal roofs are becoming popular and suggested that it be addressed in the zoning ordinance as they are currently prohibited.

Ms. Sawicki suggested that some type of regulations for the appearance of solar power sources should be addressed.

VII. CALL TO PUBLIC:

A resident commented that some things the city requires are difficult to do for working people during the hours of 9am to 5pm, when city hall is open.

VIII. NEXT MEETING:

The next meeting will be February 3, 2020 at 6:00 p.m.

IX. ADJOURNMENT:

Motion by Kingston, supported by Kindle:
to adjourn the meeting at 6:57.p.m.

MOTION CARRIED UNANIMOUSLY

Joseph F. Rheker III, City Manager

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
FEBRUARY 3, 2020

Location: City Manager's Conference Room, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

City Manager Rheker called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m. February 3, 2020.

II. ROLL CALL:

City Manager conducted roll call. The following members were present: Cheryl Costantino, Vivian Sawicki, Valerie Kindle and Mary Kingston

Absent: None

Also Present: City Manager Joe Rheker, Attorney Sharon DeWaele, City Clerk Leslie M. Frank, Chief Vincent Smith, Veronica Paiz, Kathy Matthys and Larry Hakim.

III. APPROVAL OF MINUTES:

Motion by Sawicki, Supported by Kindle:
To approve the minutes of the December 2, 2019 meeting.

MOTION CARRIED UNANIMOUSLY

IV. OLD BUSINESS:

a) Overnight Parking. It was determined that the cost for an annual permit would be raised from \$35.00 to \$45.00 and that the overnight parking list would be eliminated and a temporary pass would have to be acquired in order to park on the street overnight.

Motion by Kingston, Supported by Costantino:
to charge \$10.00 for a temporary overnight parking permit

MOTION CARRIED UNANIMOUSLY

b) Sidewalk Ordinance. This ordinance was discussed with several improvements to the language and it was directed that the city attorney make the necessary changes as discussed.

Motion by Kingston, Supported by Sawicki:
that the City Attorney make the necessary changes as discussed and to forward the ordinance to the City Council for first reading at their next meeting.

MOTION CARRIED UNANIMOUSLY

c) Stormwater Ordinance. Ms. DeWaele gave an overview of the status of this ordinance and stated that an executive session has been scheduled for the February 19 City Council meeting to discuss this further.

V. NEW BUSINESS:

a) Grass, Noxious Weeds and Vegetation Ordinance. It was determined that the fines need to be adjusted similar to the snow and grass ordinances.

Motion by Kingston, Supported by Kindle:

to forward this ordinance with the increase in fines to the City Council for first reading at their next meeting.

No: Sawicki

MOTION CARRIED

b) Dangerous Building Ordinance. This was discussed and while the hearing officer has been appointed as was necessary, it was determined that an ordinance needs to be created to comply with state regulations. The City Attorney will provide a draft ordinance for an upcoming meeting.

VI. CALL TO COMMITTEE:

Ms. Sawicki asked if there were any further discussions regarding her comments about solar panels.

Ms. Kindle inquired about signs that have been placed on Balfour and Eastland Village drive.

VII. CALL TO PUBLIC:

Ms. Matthys stated that she finds the ordinance meetings to be interesting and would like to find out more about becoming a member of this committee.

Mr. Hakim also inquired about becoming a member of this committee as he feels that more citizen input into these ordinances is needed.

Ms. Paiz asked about a dog ordinance that was brought up at a recent City Council meeting and inquired when it would be discussed by this committee.

VIII. NEXT MEETING:

The next meeting will be March 16, 2020 at 6:00 p.m.

IX. ADJOURNMENT:

Motion by Sawicki, supported by Costantino:
to adjourn the meeting at 6:57.p.m.

MOTION CARRIED UNANIMOUSLY

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
AUGUST 17, 2020

Location: Council Chambers, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

Acting City Manager Szymanski called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m.

II. ROLL CALL:

Acting City Manager conducted roll call. The following members were present: Larry Hakim, Valerie Kindle, and Mary Kingston.

Absent: Serafin Buscemi, Cheryl Costantino and Vivian Sawicki.

Also Present: Acting City Manager, John Szymanski, City Attorney Sharon DeWaele, City Planners Sarah Traxler and Doug Plachcinski.

III. EXCUSE COMMITTEE MEMBERS:

Motion by Kindle, Supported by Kingston:
To excuse Committee members due to prior commitments.

Absent: Buscemi, Costantino Sawicki.

MOTION CARRIED

IV. APPROVAL OF MINUTES:

Motion by Kingston, Supported by Kindle:
To approve the minutes of the February 3, 2020 meeting.

Absent: Buscemi, Costantino Sawicki.

MOTION CARRIED

V. NEW BUSINESS:

a) Presentation - Business Plan for Potential Marijuana Establishment.
Justin Dunaskiss of Dunaskiss Consulting & Development, a lobbyist and government affairs consultant, gave an overview of the different types of Marijuana facilities and the different types of required licenses. He presented a number of advantages

to cities including financial advantages and gave comparisons between medicinal and recreational facilities. He provided information and examples to create model ordinances and answered any questions.

VI. CALL TO COMMITTEE:

Ms. Kingston asked for clarification regarding financial advantages to retail operations with regard to excise taxes. She also brought up the number of different fees that can be imposed by the City including various application fees.

Ms. Kindle asked about targeting areas of the City for marijuana facilities and mentioned several large properties in neighboring cities as well as Harper Woods that seemed appropriate.

Mr. Hakim pointed out that there would not be a significant financial advantage to the City of Harper Woods with only one small retail facility obtaining a license after the initial fees collected by a number of applicants.

VII. CALL TO PUBLIC:

Ms. Paiz asked for examples of possible disadvantages to a city with retail facilities as well as mentioning advantages she has observed in other municipalities. She also inquired if an ordinance can include requirements to employ residents of Harper Woods and what is the average square footage involved in retail operations.

Mr. Calus mentioned differences in requirements he is aware of for medicinal purposes and recreational use.

Ms. Traxler and Mr. Plachcinski exchanged information with the presenter and elaborated on a number of zoning requirements.

VIII. NEXT MEETING:

The next meeting is to be determined.

IX. ADJOURNMENT:

Motion by Hakim, supported by Kingston:
to adjourn the meeting at 7:38 p.m.

Absent: Buscemi, Costantino Sawicki.

MOTION CARRIED

John Szymanski, acting City Manager

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
OCTOBER 13, 2021

Location: City Manager's Conference Room, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

Acting City Manager Szymanski called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m. on October 13, 2021.

II. ROLL CALL:

Acting City Manager conducted roll call. The following members were present: Costantino (left at 6:55), Sawicki (left at 6:45), Kindle and Hakim.

Absent: Buscemi

Also Present: Leslie M. Frank, City Clerk and Sharon DeWaele, City Attorney

III. APPROVAL OF MINUTES:

Motion by Kindle, Supported by Sawicki:
To approve the minutes of the August 17, 2020 meeting as written.

Absent: Buscemi

MOTION CARRIED

IV. OPEN ISSUES:

None

V. NEW BUSINESS:

The proposed ordinance to address Short Term Rental Properties was discussed. Several items were considered including cumulative days for rentals, application and permits, fees

and standards. It was determined at the conclusion of the meeting that the ordinance was in a form to be forwarded to the City Council for introduction and first reading.

The ordinance that addresses leaf pickup was discussed as the language needed updating to meet the current procedures. This was referred to the City Attorney to make the changes and then it can be forwarded to the City Council for introduction and first reading.

VI. CALL TO COMMITTEE:

An update to the Tim Horton's project was given.

Commissioner Kindle also asked that her resignation be accepted for this committee and to nominate Veronica Paiz to take her place.

Motion by Kindle, Supported by Costantino:

To accept the resignation of Valerie Kindle and to appoint Veronica Paiz.

MOTION CARRIED

VII. CALL TO PUBLIC:

Ms. Rutledge asked about the two ordinances discussed tonight and asked if either of them were currently in place and then asked for more clarification about the short term rental ordinance.

Ms. Kafkas commented that in other communities in order to rent out your condominium, you would have to get approval from the Condo Board. She also mentioned the overflowing paper recycling bins at Beacon.

Mr. Calus asked for clarification on the Leaf Pickup ordinance and then commented that the current ordinance that addresses the City Manager references "he" and that it is sexist. Lastly he asked that if homeowners that rent out their homes as short term rentals are running them as a business, why can't the City charge them additional taxes.

Mr. Schenburn commented that cameras should be required for short term rental properties, no parties should be allowed and only 8 people should be allowed on the premises.

Mr. Dick asked about how many rentals are currently in the City.

Councilwoman Lyons asked what the status is of the Public Safety committee. She also mentioned residents that burn leaves and rubbish and what can be done if the neighbors want to complain, but don't want to give their information or to testify in court about their complaints.

VIII. NEXT MEETING:

It was determined that the next meeting would be held on December 6, 2021 at 6:00 p.m.

IX. ADJOURNMENT:

Motion by Paiz, supported by Hakim:
To adjourn the meeting at 7:25 p.m.

Absent: Buscemi

MOTION CARRIED

John Szymanski, acting City Manager

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
JANUARY 18, 2022

I. CALL TO ORDER:

The meeting held via Zoom video and phone conference program was called to order by the acting City Manager at 7:00 p.m. January 18, 2022.

II. ROLL CALL:

City Clerk conducted roll call. The following members were present:
Cheryl Costantino, Vivian Sawicki, Veronica Paiz and Larry Hakim.

Absent: Serafin Buscemi

Also Present: City Clerk, Leslie M. Frank, City Attorney Sharon DeWaele

III. APPROVAL OF MINUTES:

Motion by Paiz, Supported by Sawicki:
To approve the minutes of the October 13, 2021 meeting as written.

MOTION CARRIED

IV. OPEN ISSUES:

None

V. NEW BUSINESS:

Discussion - Formation of City Council Subcommittee - Emerging Cannabis Establishments
It was determined that this committee would consist of two members of City Council, two members of the community at large and the Mayor.

Mr. Hakim expressed his interest in being on this committee.

Councilwoman Costantino offered that the members on this committee need to have different viewpoints.

Mr. Gray asked if business owners would be considered for the subcommittee. He also asked if the Ordinance as it stands is on hold until the subcommittee is formed and meets.

Motion by Sawicki, Supported by Hakim:
to form a subcommittee and recommend that the City Council appoint the members.

VI. CALL TO COMMITTEE:

Councilwoman Paiz asked about forming a subcommittee to clarify several issues within the animal ordinance, specifically living conditions of pets.

Councilwoman Sawicki commented that the Ordinance Committee is already a subcommittee and this would be the appropriate place to discuss amending an ordinance. Generally, when an amendment is suggested, the City Attorney provides a draft ordinance for the committee to review and amend as necessary.

Attorney DeWaele offered to seek our information from the State statutes, confer with GPAAS and bring a draft ordinance to the next meeting.

Councilwoman Sawicki asked if the topic of fire pits and the noise ordinance should be addressed at a future meeting.

Councilwoman Costantino suggested that the garbage ordinance be reviewed. (The attorney commented that like the noise ordinance, this is complaint driven and tickets can be issued for violations).

Mr. Hakim mentioned that code enforcement personnel should attend future meetings and that they should be going around the city looking for violations as they have done in the past.

VII. CALL TO PUBLIC:

No comments were made.

VIII. NEXT MEETING:

It was suggested that the next meeting be held at the beginning of March to give the City Attorney time to prepare a draft of the animal ordinance.

IX. ADJOURNMENT:

Motion by Hakim, Supported by Sawicki:
adjourned at 7:30 p.m.

John Szymanski, acting City Manager

CITY OF HARPER WOODS
ORDINANCE COMMITTEE MEETING
MINUTES
JANUARY 12, 2023

Location: City Manager's Conference Room, 19617 Harper Avenue, Harper Woods, MI

I. CALL TO ORDER:

Acting City Manager Szymanski called the meeting to order of the regular meeting of the Ordinance Committee at 6:00 p.m. January 12, 2023.

II. ROLL CALL:

City Clerk Frank conducted roll call. The following members were present:

C. Costantino, V. Sawicki, L. Hakim

Absent: Dave Kien

Also Present: acting City Manager Szymanski, Mayor Kindle, City Attorney DeWaele, City Clerk Frank.

Motion by Sawicki, Supported by Costantino:
To excuse Dave Kien from tonight's meeting due to a previous commitment.

MOTION CARRIED

III. APPROVAL OF MINUTES:

Motion by Hakim, Supported by Sawicki:
To approve the minutes of the January 18, 2022 meeting as written.

MOTION CARRIED

IV. OPEN ISSUES:

V. NEW BUSINESS:

1) Animal Control Ordinance as prepared by City Attorney

Motion by Sawicki, Supported by Costantino:

To table the review of the Animal Control Ordinance until everyone has an opportunity to review it further.

MOTION CARRIED

VI. CALL TO COMMITTEE:

Member Costantino asked if the trash ordinance could be reviewed again to determine if stricter penalties could be added for violators. She also asked if the short term rental ordinance could be reviewed as well.

Member Sawicki asked about fire pits and if the City should regulate them as other communities do, such as only allowing gas fire pits or smokeless logs.

Member Hakim commented about the vehicles that are parked in driveways and across the sidewalk and if tickets can be issued.

VII. CALL TO PUBLIC:

Mr. Cadotte commented about residents with loud music at parties and while sitting in their cars, stating that there is nothing more detrimental to the health and peace of other residents.

A resident commented that she has always cuts her grass, brings in her garbage cans and as a courtesy will knock on her neighbors door to announce she's having a party, so not to be a nuisance.

VIII. NEXT MEETING:

Next meeting will be February 9 at 6:00 p.m.

IX. ADJOURNMENT:

Motion by Hakim, Supported By Sawicki:

Meeting adjourned at 6:58 pm

John Szymanski, Acting City Manager