

CITY OF HARPER WOODS
PLANNING COMMISSION
JANUARY 25, 2017

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:08 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) Serafin Buscemi, Fred Como, Gowana Mancill and Frank Serraiocco.

ABSENT: Commissioner(s) Douglas Barnes and David Kien

OTHERS PRESENT: Deputy City Manager, Joe Rheker, City Clerk Leslie M. Frank and Planning Consultant Sarah Traxler.

PC 01-01-17

EXCUSE COMMISSIONERS

MOTION by Patterson, SUPPORTED by Buscemi:

To excuse Commissioner(s) Barnes and Kien from tonight's meeting because of a prior commitment.

ABSENT: Barnes and Kien

MOTION CARRIED

PC 01-02-17

MINUTES

MOTION by Patterson, SUPPORTED by Como:

To receive, approve and file the minutes of the regular Planning Commission meeting held on November 16, 2016.

ABSENT: Barnes and Kien.

MOTION CARRIED

PC 01-03-17 2016 ANNUAL REPORT AND 2017 WORK PLAN

MOTION by Patterson, SUPPORTED by Buscemi:
To receive and file the 2016 Annual Report as submitted by the Planning Consultant on the Planning Commission's Activities, and in accordance with P.A. 33 of 2008, forward a copy of said report to City Council.

ABSENT: Barnes and Kien

MOTION CARRIED

PC 01-04-17 UPDATE RECREATION MASTER PLAN

MOTION by Buscemi, SUPPORTED by Mancill:
To direct the City Clerk to formally request approval by the City Council to begin the process of updating the City's Recreation Master Plan.

ABSENT: Barnes and Kien

MOTION CARRIED

PC 01-05-17 ELECTION OF CHAIR/VICE CHAIR/SECRETARY FOR 2017

MOTION by Buscemi, SUPPORTED By Como:
To (re) elect Commissioner Vargo as Chair, Commissioner Patterson as Vice-Chair and Commissioner Lyons as Secretary for 2017.

ABSENT: Barnes and Kien.

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

None.

PC 01-06-17

ADJOURNMENT

MOTION by Patterson, SUPPORTED by Buscemi:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:10 p.m.

ABSENT: Barnes and Kien

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
MARCH 22, 2017

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:02 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) Serafin Buscemi, Fred Como, Gowana Mancill, Alan Rollins and Frank Serraiocco.

ABSENT: Commissioner David Kien

OTHERS PRESENT: City Clerk Leslie M. Frank, Deputy City Manager Joseph Rheker, Harper Woods Recreation Advisory Commission and Planning Consultants Sarah Traxler and Erin Schlutow.

PC 03-07-17

EXCUSE COMMISSIONER KIEN

MOTION by Buscemi, SUPPORTED by Como:

To excuse Commissioner Kien from tonight's meeting because of a prior commitment.

ABSENT: Kien

MOTION CARRIED

PC 03-08-17

MINUTES

MOTION by Patterson, SUPPORTED by Como:

To receive, approve and file the minutes of the regular Planning Commission meeting held January 25, 2017.

ABSENT: Kien

MOTION CARRIED

PRESENTATION -
PARKS AND RECREATION MASTER PLAN UPDATE

Planning Consultants Sarah Traxler and Erin Schlutow were present to give a brief overview of our current Master Plan and the need for its updating. The most current Recreation Master Plan was adopted in 2000 and should be updated every five years. They also shared several demographics of our area and suggested ways to accomplish the goals and objectives provided as the commission moves forward on this much needed update. Then engaged all commission members to comment on the proposed Parks and Recreation survey that is being prepared and answered any questions.

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Lyons asked about the Eastland property and what is its current status.

PC 03-09-17

ADJOURNMENT

MOTION by Buscemi, SUPPORTED by Como:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 9:05 p.m.

ABSENT: Kien

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
MAY 24, 2017

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) Fred Como, David A. Kien, Gowana Mancill, Alan Rollins and Frank Serraiocco.

ABSENT: Commissioner Serafin Buscemi.

OTHERS PRESENT: City Clerk Leslie M. Frank, Deputy City Manager Joseph Rheker, Harper Woods Recreation Advisory Commission and Planning Consultant Patrick Sloan.

PC 05-10-17 EXCUSE COMMISSIONER BUSCEMI

MOTION by Patterson, SUPPORTED by Kien:
To excuse Commissioner Buscemi from tonight's meeting because of a prior commitment.

ABSENT: Buscemi

MOTION CARRIED

PC 05-11-17

MINUTES

MOTION by Patterson, SUPPORTED by Como:
To receive, approve and file the minutes of the regular Planning Commission meeting held on March 22, 2017.

ABSENT: Buscemi

MOTION CARRIED

PC 05-12-17

RECREATION MASTER PLAN

MOTION by Kien, SUPPORTED by Mancill:

To extend the Parks and Recreation Survey's deadline through August 31, 2017.

ABSENT: Buscemi

MOTION CARRIED

ECONOMIC AND COMMUNITY DEVELOPMENT
DIRECTOR ACTIVITY REPORT

Ty Hinton, the Economic and Community Development Director provided an overview of several projects that he is working on including the new Community Outreach center that will be located on Kelly Road. He also shared some potential real estate developments within the City and potential strategies to improve Kelly Road. Lastly he commented on a recent home buying seminar that took place to help first time buyers and renters purchase homes.

PC 05-13-17

INTERNATIONAL CONFERENCE OF SHOPPING
CENTERS "STATE OF RETAIL" SARAH TRAXLER

MOTION by Patterson, SUPPORTED by Kien

To table this item until the next Planning Commission meeting due to the absence of McKenna consultant Sarah Traxler.

ABSENT: Buscemi

MOTION CARRIED

DISCUSSION - FUTURE KELLY ROAD PLANNING
VISUALIZATION OF STYLES

Patrick Sloan shared information regarding a public input technique to assist in forming the basis for the design and development recommendations of Kelly Road. This can be used as a tool for future development as it provides information about visual preferences for streets, parking, landscaping, lighting, signs, etc.

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Mancill asked if the businesses inside the mall are regulated by ordinance.

Commissioner Como commented about a code enforcement issue on his street and asked if it could be addressed.

Commissioner Serriacocco thanked the City for permitting all of the commissioners to attend the Citizen Planner classes through MSU Extension stating that it was very informative.

PC 05-14-17

ADJOURNMENT

MOTION by Patterson, SUPPORTED by Como:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:57 p.m.

ABSENT: Buscemi

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
JUNE 28, 2017

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice Chairperson Neil Patterson, Secretary Ernestine Lyons, Commissioner(s) Serafin Buscemi, David A. Kien and Gowana Mancill.

ABSENT: Commissioner(s) Serafin Buscemi, Fred Como, Alan Rollins and Frank Serraiocco.

OTHERS PRESENT: Deputy City Manager Joseph Rheker and Planning Consultant Sarah Traxler.

PC 06-15-17 EXCUSE COMMISSIONERS BUSCEMI, COMO, ROLLINS
AND SERRAIOCCO

MOTION by Patterson, SUPPORTED by Kien:
To excuse Commissioner(s) Buscemi, Como, Rollins and Serraiocco from tonight's meeting because of a prior commitment.

ABSENT: Buscemi, Como, Rollins and Serraiocco.

MOTION CARRIED

PC 06-16-17 MINUTES

MOTION by Patterson, SUPPORTED by Lyons:
To receive, approve and file the minutes of the regular Planning Commission meeting held on May 24, 2017.

ABSENT: Buscemi, Como, Rollins and Serraiocco.

MOTION CARRIED

SAFEBUILT PRESENTATION

Building official Jim LaPalm presented statistics of SafeBuilt's efforts to date since they took over the responsibilities from the City. An update of high visibility issues and projects was provided largely centered on code enforcement, Kelly Road issues, progress at the Albanian Islamic center, and the potential farmer's market near the Subway restaurant on Kelly Road. The Deputy City Manager will coordinate with McKenna and SafeBuilt for clarification on the sign ordinance and code enforcement.

MALL CONFERENCE DISCUSSION

Sarah Traxler briefly explained her attendance at the International Conference of Shopping Centers "State of Retail." Aspects of walkability and bikeability continue to grow in popularity and necessity in the planning arena. Hotel proximity for destiny creation and walkability to amenities was explained as a growing trend. New town centers and town squares are becoming a creative option for obsolete shopping centers. McKenna's success in Buena Vista Township with mall site redevelopment was explained along with the presentation of their town center plans and streetscape concept plans.

KELLY ROAD PROGRESS UPDATE

Deputy City Manager and Sarah provided a recap of their meeting with planning officials from the City of Detroit, Larry Johnson of LifeBuilders and Chairman Vargo. The challenges of establishing a Downtown Development Authority (DDA) or a Corridor Improvement Authority (CIA) were explained as were the efforts to get "murals" included in our sign ordinance. Commissioners requested Harper Woods efforts with Detroit to also include our border streets of Kingsville and McCormick.

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

None.

PC 06-17-17

ADJOURNMENT

MOTION by Kien, SUPPORTED by Mancill:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:57 p.m.

ABSENT: Buscemi, Como, Rollins and Serraiocco.

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
SEPTEMBER 27, 2017

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons (7:05), Commissioner(s) Serafin Buscemi, Fred Como, David A. Kien, Gowana Mancill and Alan Rollins.

ABSENT: Commissioner Frank Serraiocco

OTHERS PRESENT: City Clerk Leslie M. Frank, Deputy City Manager Joseph Rheker and Planning Consultant Mike Deem.

PC 09-18-17

EXCUSE COMMISSIONER SERRAIOCCO

MOTION by Como, SUPPORTED by Buscemi:

To excuse Commissioner Serraiocco from tonight's meeting because of a prior commitment.

ABSENT: Lyons and Serraiocco

MOTION CARRIED

PC 09-19-17

MINUTES

MOTION by Patterson, SUPPORTED by Como:

To receive, approve and file the minutes of the regular Planning Commission meeting held June 28, 2017.

ABSENT: Lyons and Serraiocco

MOTION CARRIED

Commissioner Lyons arrived at 7:05 p.m.

PC 09-20-17 REQUEST LOT SPLIT - 20655 EASTWOOD
 LOT 73 AND PART OF LOTS 74 THROUGH 77
 OF THE SUPERVISOR'S PLAT OF EASTWOOD FARMS

MOTION by Patterson, SUPPORTED by Mancill:

To receive and file the following items: (1) the Lot Split application dated September 12, 2017, from AAMS Properties, LLC requesting that Lot 73 and Part of Lots 74 Through 77 of the Supervisor's Plat of Eastwood Farms, be split; (2) the Certificate of Survey of Lots 73 through 77, of the Supervisor's Plat of Eastwood Farms, dated September 4, 2017, as prepared by Land Specialists of Macomb Township, MI; and (3) the letter dated September 20, 2017, from McKenna Associates, Inc., (City Planner) reviewing the requested lot split, subject to the Petitioner adding the addresses of the adjoining properties and furthermore, recommend to the City Council, as required in Section 10-133 of the City's Zoning Ordinance, that the lot split as requested be approved.

ABSENT: Serraiocco

MOTION CARRIED

PC 09-21-17 SITE PLAN REVIEW - 18000 VERNIER;
 STORAGE OF AMERICA LLC

MOTION by Kien, SUPPORTED by Patterson:

To receive and file the following items: (1) the Site Plan application dated September 1, 2017, from Storage of America LLC for the redevelopment of 18000 Vernier Road from a retail establishment to an indoor storage mini-warehouse with a retail store/office and; (2) the letter dated September 19, 2017 from McKenna Associates, Inc. reviewing the requested redevelopment and furthermore to recommend the Site Plan be approved based on the resubmitted plans provided by the petitioner and that all items raised by the Planning Consultant have been amended.

ABSENT: Serraiocco

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Lyons invited everyone to attend the “Pedal to Porch” event that she is involved with scheduled for October 1 at 1:00p.m. beginning at the Harper Woods High School.

The commissioners also asked for updates on several properties, including the former orthopedic office on Harper, the empty restaurants at Eastland Center, and Wayne County Community College District’s plan for Vernier Road.

Deputy City Manager Rheker commented that the Neighborhood Improvement Plan group will be holding a planning meeting at their offices on Kelly Road on the 2nd Wednesday of each month and invited all to attend.

PC 09-22-17

ADJOURNMENT

MOTION by Patterson, SUPPORTED by Buscemi:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:40 p.m.

ABSENT: Serraiocco

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
OCTOBER 25, 2017

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Commissioner(s) Serafin Buscemi, Fred Como, David A. Kien, Gowana Mancill, Alan Rollins and Frank Serraiocco.

ABSENT: Commission Member Ernestine Lyons

OTHERS PRESENT: Deputy City Manager Joseph Rheker, Harper Woods Recreation Advisory Commission and Planning Consultant Sarah Traxler.

PC 10-23-17 EXCUSE COMMISSIONER LYONS

MOTION by Buscemi, SUPPORTED by Como:

To excuse Commissioner(s) Lyons from tonight's meeting because of a prior commitment.

ABSENT: Lyons

MOTION CARRIED

PC 10-24-17

MINUTES

MOTION by Como, SUPPORTED by Kien:

To receive, approve and file the minutes of the regular Planning Commission meeting held on September 27, 2017.

ABSENT: Lyons

MOTION CARRIED

DISCUSSION - RECREATION MASTER PLAN

Sarah Traxler of McKenna Associates presented and discussed three hand outs: Parks and Recreation Survey results, Roundtable discussion results and the Summary of Action, items to be included in the Parks and Recreation Master Plan. From her perspective Harper Woods went above and beyond with its community engagement efforts in conjunction with the preparation of the Recreation Master Plan. Extensive dialogue followed with questions, answers, and opinions. Specifically, the issue of providing outdoor basketball courts and a potential collaboration with the school district for a recreation facility was discussed. The consensus of the planning commission/advisory board was for McKenna to proceed with development of the master plan taking into account this evening's discussion and to have a draft ready for the November 15, 2017 Planning Commission meeting.

DISCUSSION - STORAGE OF AMERICA

Commissioner Buscemi explained his desire to have this discussion. Commissioner Mancil shared his research into the business history and background of Storage of America. Deputy City Manager Rheker briefed the commissioners regarding his conference call with the City Manager and the Planning Consultants at McKenna regarding zoning text amendments. A general consensus was expressed that the planning commission would like to be more proactive in the potential future of the Eastland Mall site.

PC 10-25-17

ZONING ORDINANCE AMENDMENT

MOTION by Buscemi, SUPPORTED by Patterson:

To direct the City Administration to investigate potential zoning text amendments addressing RS-1 Regional Shopping District zoning.

ABSENT: Lyons

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Como inquired about the status of Wayne County Community College District and Rex's Deli.

Commissioner Buscemi indicated that he has observed several streetlight outages and stated that he would provide a list to the City of the various outage locations.

Commissioner Kien inquired about the recently closed bank on Vernier at Beaconsfield and if there were any development plans.

Several comments were made about the medical marijuana issue.

PC 10-26-17

ADJOURNMENT

MOTION by Como, SUPPORTED by Buscemi:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 9:00 p.m.

ABSENT: Lyons

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
NOVEMBER 29, 2017

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) Serafin Buscemi, Fred Como, David A. Kien, Gowana Mancill, Alan Rollins and Frank Serraiocco.

ABSENT: None

OTHERS PRESENT: Deputy City Manager Joseph Rheker, MME Fellow Paul Corbett, Harper Woods Recreation Advisory Commission and Planning Consultant Sarah Traxler.

PC 11-27-17

MINUTES

MOTION by Buscemi, SUPPORTED by Patterson:

To receive, approve and file the minutes of the regular Planning Commission meeting held October 25, 2017.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

DISCUSSION - PARKS AND RECREATION MASTER PLAN

Sara Traxler of McKenna briefed the members on the Summary of Action items, the Capital Improvement Program, potential next steps and the process for publishing the plan for public comment for 30 days. Ms. Traxler will work with the administration for publication in first week of December with the 30 days ending the first week in January. The next Planning Commission meeting scheduled for January 24 will include a review of public

comments and those will be forwarded to the city council for a public hearing and ultimate approval.

PC 11-28-17 PUBLISH PARKS AND RECREATION MASTER PLAN

MOTION by Patterson, SUPPORTED by Como:

To publish the Harper Woods Parks and Recreation Master Plan for requisite 30 day public comment period.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

PC 11-29-17 AMENDING THE ZONING ORDINANCE - REGIONAL
SHOPPING PERMITTED USES

MOTION by Buscemi, SUPPORTED by Patterson

To post a notice for a Pubic Hearing to be held at the next Planning Commission meeting scheduled for January 24, 2018 at 7:00 p.m. for the purpose of hearing public comment on text amendments to the Zoning Ordinance for Regional Shopping - Permitted Uses.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

DISCUSSION - POTENTIAL COLLABORATION WITH
MICHIGAN'S URBAN AND REGIONAL PLANNING PROGRAM

Mr. Eric Dueweke from the University of Michigan explained how he would like his graduate students to use the Kelly Road area for a capstone planning project. The plan would focus on revitalizing both the Harper Woods and Detroit side in cooperation with third party non-profit such as LifeBuilders. He explained the potential need for a community development corporation to leverage grant opportunities. The students will commence their studies in January of 2018 with an anticipated completion date in April. A full presentation to the public will be made at the completion of the project.

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Concern about the lot split behind the Albanian Mosque was brought up along with questions about requiring petitioners to attend the planning commission meeting. Ms. Traxler explained the duties of the planning commission in various circumstances. She then explained how it was well within the commission's right to "Table" an item pending additional information as a method of managing items before the commission.

The consensus of the Planning Commission was to conduct future meetings back at the city hall facility.

PC 11-30-17

ADJOURNMENT

MOTION by Kien, SUPPORTED by Serraiocco:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:22 p.m.

ABSENT: NONE

MOTION CARRIED UNANIMOUSLY

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
JANUARY 24, 2018

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) Serafin Buscemi, Fred Como, Gowana Mancill, Alan Rollins and Frank Serraiocco.

ABSENT: David A. Kien

OTHERS PRESENT: City Clerk Leslie M. Frank, Planning Consultant Sarah Traxler and Eric Dueweke, U of M Urban Planning.

PC 01-01-18

EXCUSE COMMISSIONER KIEN

MOTION by Buscemi, SUPPORTED by Patterson:

To excuse Commissioner Kien from tonight's meeting because of a prior commitment.

ABSENT: Kien

MOTION CARRIED

PC 01-02-18

MINUTES

MOTION by Como, SUPPORTED by Patterson:

To receive, approve and file the minutes of the regular Planning Commission meeting held on November 29, 2017.

ABSENT: Kien

MOTION CARRIED

PC 01-03-18 ELECTION OF CHAIR, VICE CHAIR AND SECRETARY

MOTION by Buscemi, SUPPORTED By Como:
To (re) elect Commissioner Vargo as Chair, Commissioner Patterson as Vice-Chair and Commissioner Lyons as Secretary for 2018.

ABSENT: Kien

MOTION CARRIED

PC 01-04-18 PUBLIC HEARING - ZONING ORDINANCE AMENDMENT

MOTION by Patterson, SUPPPORTED by Como:
To Open the public hearing for the purpose of obtaining public comment on the proposed Zoning Ordinance Amendment.

ABSENT: Kien

MOTION CARRIED

PUBLIC HEARING

The Planning Consultant gave an overview of the Proposed Zoning Ordinance Amendment as it pertains to the RS-1 District and the specific permitted uses and answered questions.

Commissioner Serraiocco questioned why would we limit what types of business can be in this district as we shouldn't discourage new businesses.

Commissioner Patterson asked if educational facilities would be permitted in this district.

Commissioner Como commented that the amended permitted uses in this district are more concise.

Commissioner Lyons asked if municipal and non-profit uses would be permitted.

Ms. Paiz asked if you could prohibit certain entities such as churches and schools in this district so that the tax base wouldn't be affected. Sarah Traxler stated that the amendment could require a special land use application for any particular establishment specified in the ordinance. Ms. Paiz then asked if the special land use requirement is a difficult for a business owner.

Commissioner Mancill stated that he would like to see that churches and schools be required to apply for a special land use permit.

PC 01-05-18 PUBLIC HEARING - ZONING ORDINANCE AMENDMENT

MOTION by Buscemi, SUPPORTED by Patterson:

To Close the Public Hearing.

ABSENT: Kien

MOTION CARRIED

PC 01-06-18 AMENDMENT TO ZONING ORDINANCE

MOTION by Patterson, SUPPORTED by Lyons:

To receive and file the amendments to the Zoning Ordinance, as submitted by McKenna Associates and recommend to City Council that said amendments be approved, and furthermore to direct the City Clerk to forward a copy of the Planning Commission's recommendation and proposed revisions to the City Council as required in Section 10-780 of the Zoning Ordinance.

ABSENT: Kien

MOTION CARRIED

PC 01-06-18 PARKS AND RECREATION MASTER PLAN

MOTION by Patterson, SUPPORTED by Como:

That having held the 30 day public comment period and that no revisions are necessary to the Parks and Recreation Master Plan that it be forwarded to the City Council for approval and adoption.

ABSENT: Kien

MOTION CARRIED

PC 01-07-18 DUMPSTER ENCLOSURE STANDARDS

MOTION by Patterson, SUPPORTED by Mancill:
To direct the Planning Consultant to formally prepare an amendment to the Zoning Ordinance regarding dumpster enclosure standards for further review by the Planning Commission.

ABSENT: Kien

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Eric Dueweke, from the U of M Urban Planning department was present to discuss his participation, along with his students, with bolstering the revitalization of Kelly Road. He outlined the work that they will be doing and answered questions.

The committee members discussed honoring former member Douglas Barnes for his almost 20 years on the Planning Commission.

PC 01-07-18 ADJOURNMENT

MOTION by Patterson, SUPPORTED by Buscemi:
That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:48 p.m.

ABSENT: Kien

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
FEBRUARY 28, 2018

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Commissioner(s) Serafin Buscemi, Fred Como, David A. Kien, Gowana Mancill and Frank Serraiocco.

ABSENT: Commissioner(s) Ernestine Lyons and Alan Rollins.

OTHERS PRESENT: Deputy City Manager Joseph Rheker and Planning Consultant Sarah Traxler.

PC 02-08-18 EXCUSE COMMISSIONERS

MOTION by Buscemi, SUPPORTED by Kien:

To excuse Commissioner(s) Lyons and Rollins from tonight's meeting because of a prior commitment.

ABSENT: Lyons and Rollins

MOTION CARRIED

PC 02-09-18

MINUTES

MOTION by Patterson, SUPPORTED by Como:

To receive, approve and file the minutes of the regular Planning Commission meeting held on January 24, 2018.

ABSENT: Lyons and Rollins

MOTION CARRIED

PC 02-10-18 PROPOSED ZONING ORDINANCE AMENDMENT
RS-1 DISTRICT

MOTION by Patterson, SUPPORTED by Mancill:

To receive and file the amendment to the Zoning Ordinance, as submitted by McKenna Associates and recommend to City Council that said amendment be approved, and furthermore to direct the City Clerk to forward a copy of the Planning Commission's recommendation to the City Council as required in Section 10-780 of the Zoning Ordinance.

ABSENT: Lyons and Rollins

MOTION CARRIED

PC 02-11-18 PROPOSED ZONING ORDINANCE AMENDMENT
DUMPSTER ENCLOSURE STANDARDS

MOTION by Buscemi, SUPPORTED by Mancill:

To hold a public hearing for Wednesday, April 25, 2018 to hear input and comments on the Zoning Ordinance Amendment regarding Dumpster Enclosure Standards.

ABSENT: Lyons and Rollins

MOTION CARRIED

PC 02-12-18 2017 ANNUAL REPORT AND 2018 WORK PLAN

MOTION by Patterson, SUPPORTED by Como:

To receive and file the 2017 Annual Report as submitted by the Planning Consultant on the Planning Commission's Activities, and in accordance with P.A. 33 of 2008, forward a copy of said report to City Council. (Attachment #1)

ABSENT: Lyons and Rollins

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

General comments were made about Starter's Bar and Grill and a potential grand opening.

Commissioner Kien shared his frustration with a home across the street from him that was damaged a year ago and is still in disrepair.

Commissioner Mancill provided a report about harassment he received from a neighbor and shared pictures of damage to his car he received as a result.

PC 02-13-18

ADJOURNMENT

MOTION by Buscemi, SUPPORTED by Como:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:35 p.m.

ABSENT: Lyons and Rollins

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
JUNE 27, 2018

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:04 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s), Fred Como, David A. Kien, Gowana Mancill and Frank Serraiocco.

ABSENT: Commissioners Serafin Buscemi and Alan Rollins.

OTHERS PRESENT: City Clerk Leslie M. Frank, City Manager Joseph Rheker and Planning Consultant Sarah Traxler.

PC 06-14-18 EXCUSE COMMISSIONERS BUSCEMI AND ROLLINS

MOTION by Patterson, SUPPORTED by Como:

To excuse Commissioners Buscemi and Rollins from tonight's meeting because of a prior commitment.

ABSENT: Buscemi and Rollins

MOTION CARRIED

PC 06-15-18

MINUTES

MOTION by Patterson, SUPPORTED by Como:

To receive, approve and file the minutes of the regular Planning Commission meeting held February 28, 2018.

ABSENT: Buscemi and Rollins

MOTION CARRIED

PC 06-16-18 OPEN PUBLIC HEARING - PROPOSED AMENDMENT TO
ZONING ORDINANCE- DUMPSTER ENCLOSURE STANDARDS

MOTION by Como, SUPPORTED By Patterson:

To open the Public Hearing for the purpose of obtaining public comment on the proposed amendment to the Zoning Ordinance for the City of Harper Woods.

ABSENT: Buscemi and Rollins

MOTION CARRIED

PUBLIC HEARING

Planning Consultant Sarah Traxler gave an overview of the proposed amendment with regard to dumpster enclosures, stating that the purpose of this amendment is to allow flexibility with the location and screening of the enclosure. It will also allow for an applicant to request a modification or a waiver of review which could be provided by the zoning administrator.

The City Manager asked for clarification about remedies to existing businesses that do not currently have enclosures. (Those businesses would be 'grandfathered' until a modification of the site plan takes place.) He also asked if there is any remedy for a dumpster that is inappropriately sized for the space it occupies, especially where considerable wear and tear to the cement/asphalt occurs.

PC 06-17-18 CLOSE PUBLIC HEARING - PROPOSED AMENDMENT TO
ZONING ORDINANCE - DUMPSTER ENCLOSURE STANDARDS

MOTION by Patterson, SUPPORTED by Como:

That having received public input and comment on the proposed amendment to the Zoning Ordinance for the City of Harper Woods that this hearing is hereby closed.

ABSENT: Buscemi and Rollins

MOTION CARRIED

PC 06-18-18 AMENDMENT TO ZONING ORDINANCE - DUMPSTER
ENCLOSURE STANDARDS

MOTION by Kien, SUPPORTED by Patterson:

To receive and file the amendment to the Zoning Ordinance, as submitted by McKenna Associates and recommend to City Council that said amendment be approved, and furthermore to direct the City Clerk to forward a copy of the Planning Commission's recommendation to the City Council as required in Section 10-780 of the Zoning Ordinance.

ABSENT: Buscemi and Rollins

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Como notified the members that he is moving out of Harper Woods and is therefore resigning from the Commission. He then enquired whether the Harper Woods School district purchased the former Eastland Produce building.

Commissioner Serraiocco asked about the dumpster on the former site of Nona's pizza and if the Credit Union will only be using that property for a parking lot.

PC 06-19-18 ADJOURNMENT

MOTION by Patterson, SUPPORTED by Como:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 7:25 p.m.

ABSENT: Buscemi and Rollins

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
SEPTEMBER 26, 2018

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) David A. Kien and Gowana Mancill.

ABSENT: Commissioners Serafin Buscemi, Lawrence Hakim, Alan Rollins and Frank Serraiocco

OTHERS PRESENT: City Manager Joseph Rheker and Planning Consultant Sarah Traxler.

PC 09-20-18

EXCUSE COMMISSIONERS

MOTION by Lyons, SUPPORTED by Mancill:

To excuse Commissioner(s) Buscemi, Hakim, Rollins and Serraiocco from tonight's meeting because of a prior commitment.

ABSENT: Buscemi, Hakim, Rollins and Serraiocco.

MOTION CARRIED

PC 09-21-18

MINUTES

MOTION by Patterson, SUPPORTED by Mancill:

To receive, approve and file the minutes of the regular Planning Commission meeting held June 27, 2018.

ABSENT: Buscemi, Hakim, Rollins and Serraiocco.

MOTION CARRIED

DISCUSSION - EASTLAND CONCEPT PLAN

Planning Consultant Sarah Traxler provided information regarding the concept plan that was prepared for potential bidders of Eastland Center and recently shared with the City Council. She also stated that there is the possibility of status quo with the new potential owner of Eastland Center. She then discussed the bidding process with the commissioners.

Commissioner Kien commented that it is good that this plan is in place to plant the seed for any redevelopment.

Commissioner Mancill suggested that consideration be taken regarding an appearance code for any potential redevelopment.

DISCUSSION - 8MBA UNIFYING FRAMEWORK

The City Manager explained the Eight Mile Boulevard Unifying Framework and how it has developed so far and what it means to Harper Woods.

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

Mr. Sturton commented that he has learned more information about Eastland Center and appreciates all the work that has gone into planting the seed for any potential buyer and going about it in a positive direction is great.

Commissioner Lyons thanked Mr. and Mrs. Sturton for being civic minded and their interest in the community.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Lyons thanked McKenna for their hard work in preparing the Eastland concept plan.

Commissioner Mancill mentioned the success of Partridge Creek and suggested we reach

out to the owners for any input. He also asked about getting business cards for the Planning Commission members. Lastly he mentioned the ongoing issue with the Free Press advertising flyers that are dropped in driveways over the weekends.

Commissioner Patterson suggested that ID cards be made for all members.

PC 09-22-18

ADJOURNMENT

MOTION by Patterson, SUPPORTED by Mancill:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:16 p.m.

ABSENT: Buscemi, Hakim, Rollins and Serraiocco.

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
FEBRUARY 27, 2019

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) Serafin Buscemi, Larry Hakim, David A. Kien, Alan Rollins (7:13) and Frank Serraiocco.

ABSENT: Chairperson Gregory Vargo and Commissioners Gowana Mancill and Alan Rollins (arrived at 7:13p.m.)

OTHERS PRESENT: City Clerk Leslie M. Frank, City Manager Joseph Rheker and Planning Consultants Sarah Traxler and Wendy Caldwell.

PC 02-01-19

EXCUSE COMMISSIONERS

MOTION by Kien, SUPPORTED by Lyons:

To excuse Commissioner(s) Vargo, Mancill and Rollins from tonight's meeting because of a prior commitment.

ABSENT: Vargo, Mancill and Rollins.

MOTION CARRIED

PC 02-02-19

MINUTES

MOTION by Lyons, SUPPORTED by Buscemi:

To receive, approve and file the minutes of the regular Planning Commission meeting held September 26, 2018.

ABSENT: Vargo, Mancill and Rollins.

MOTION CARRIED

PC 02-03-19 2018 ANNUAL REPORT AND 2019 WORK PLAN

MOTION by Buscemi, SUPPORTED by Hakim:

To receive and file the 2018 Annual Report as submitted by the Planning Consultant on the Planning Commission's Activities, and in accordance with P.A. 33 of 2008, forward a copy of said report to City Council. (Attachment #1)

ABSENT: Vargo and Mancill

MOTION CARRIED

PC 02-04-19 ELECTION OF CHAIR, VICE CHAIR AND SECRETARY

MOTION by Kien, SUPPORTED By Serraiocco:

To (re) elect Commissioner Vargo as Chair, Commissioner Patterson as Vice-Chair and Commissioner Lyons as Secretary for 2019.

ABSENT: Vargo and Mancill

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Buscemi asked if the plans for the expansion of WCCD were still moving forward and if there was any new information.

Commissioner Lyons announced the Harper Woods SOUP program that is scheduled for

Sunday, April 28 at Eastland Center and explained what this program is and how it works.

Commissioner Rollins apologized for his late arrival and stated that he is looking forward to 2019 and what could be in store for Harper Woods.

Commissioner Serraiocco commented that without any type of influence with the new owners of Eastland the City is just sitting on the sidelines and he expressed his dismay with this.

Commissioner Patterson asked for clarification on whether or not a private club/establishment can be opened for marijuana usage in Harper Woods.

PC 02-05-19

ADJOURNMENT

MOTION by Lyons, SUPPORTED by Serraiocco:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 8:02 p.m.

ABSENT: Vargo and Mancill.

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary



MCKENNA

February 22, 2019

Planning Commission
City of Harper Woods
19617 Harper Avenue
Harper Woods, MI 48225

Subject: 2018 Annual Report of Planning Commission Activities and 2019 Work Plan

Dear Commissioners:

The Planning Commission of Harper Woods met four times in 2018 and conducted business on a variety of topics. The Planning Commission accepted one new member, and the Chair, Vice Chair, and Secretary of the Commission remained the same.

2018 ACTIVITIES

1. Development Reviews:

There were no applications for development that required Planning Commission review and approval. Last year, there was one lot split and one site plan, for reference. Also for reference, in similar communities with which McKenna works, much of the activity is administrative and related to re-occupying structures and sites where occupants aren't proposing additions, redevelopments, or the like.

2. Zoning Ordinance Review

The Planning Commission began investigating text amendments to the RS-1 Regional Shopping District zoning in 2017. The purpose of the proposed amendments was to protect the Eastland Center site as much as is practicable from undesirable land uses that would negatively impact the future sustainable, attractive redevelopment of the site. A Public Hearing was conducted by the Planning Commission in 2018, which recommended adoption of the amendment to City Council.

Also during 2018, the Planning Commission drafted amendments to the dumpster enclosure zoning standards to ease in administration of the standards, modernize the requirements, and provide for flexibility under very specific conditions. The amendment was duly noticed and a Public Hearing conducted by the Planning Commission, which recommended adoption of the amendment to City Council. A

3. Parks and Recreation Plan Update

The public comment period ended in January 2018 and no revisions were necessary; thus, the Planning Commission recommended adoption of the Parks and Recreation Master Plan to City Council.

4. Eastland Concept Plan

McKenna prepared a detailed Concept Plan and Development Expectations packet for real estate entities interested in bidding on purchasing Eastland Center at public auction in the Fall of 2018. The development expectations was presented to Planning Commission and City Council during a joint meeting.

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



5. Consistent Themes

Similar to last year, general discussion during Planning Commission meetings focused on Kelly Road and Eastland Center, and the commissioners' interest in rehabilitating obsolete properties that are vacant and/or in apparent decline.

2019 WORK PLAN

1. **Zoning Amendments** - Since most of the development activity in Harper Woods requires administrative approval (rather than Planning Commission and/or City Council), we suggest restarting the process of reviewing the uses in each zoning district and preparing zoning amendments to accomplish the following:
 - Ease in administration of the ordinance.
 - Create standards that are clear and easy for potential applicants to understand and to be able to answer the question – “can I conduct this use on my property?”.
 - Remove / update obsolete uses (furrier, milliner, etc.).
 - Ensure that the uses in each zoning district are of an appropriate intensity and nature for the conditions present within each district.
2. **Eastland Center** – Continue administering the standards developed during the conceptual planning efforts prior to the property acquisition and continue to “hold the line” on decline using whatever means are available.
3. **Redevelopment Ready Communities** – If the City still wishes to pursue RRC certification, the Planning Commission will be heavily involved with amending any standards, preparing relevant plans, and other planning and development undertakings.

A proactive work program can help maintain a quality community, and we look forward to working with the City as it actively seeks to preserve its economic base.

Respectfully,

McKENNA

A handwritten signature in cursive script that reads "Sarah Traxler".

Sarah Traxler, AICP, NCI
Vice President

Cc: Joe Rheker, City Manager
Leslie Frank, City Clerk
Wendy Caldwell, Associate Planner (McKenna)

CITY OF HARPER WOODS
PLANNING COMMISSION
JUNE 26, 2019

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) David A. Kien, Gowana Mancill and Frank Serraiocco.

ABSENT: Commissioner(s) Serafin Buscemi, Larry Hakim and Alan Rollins

OTHERS PRESENT: City Clerk Leslie M. Frank and Planning Consultants Sarah Traxler, Wendy Campbell and Doug Plachcinski.

PC 06-06-19 EXCUSE COMMISSIONERS

MOTION by Patterson, SUPPORTED by Serraiocco:
To excuse Commissioner(s) Buscemi, Hakim and Rollins from tonight's meeting because of a prior commitment.

ABSENT: Buscemi, Hakim and Rollins.

MOTION CARRIED

PC 06-07-19 MINUTES

MOTION by Kien, SUPPORTED by Serraiocco:
To receive, approve and file the minutes of the regular Planning Commission meeting held on February 27, 2019.

ABSENT: Buscemi, Hakim and Rollins.

MOTION CARRIED

PC 06-08-19 PUBLIC HEARING - PROPOSED SPECIAL LAND USE
20726 HARPER AVENUE - TACO BELL

MOTION by Lyons, SUPPORTED By Serraiocco:
To open the public hearing for the purpose of obtaining public comment on the proposed Special Land Use at 20726 Harper Avenue - Taco Bell.

ABSENT: Buscemi, Hakim and Rollins.

MOTION CARRIED

PUBLIC HEARING

Planning Consultant Doug Plachcinski gave an overview of the request from Taco Bell for a Special Land Use for their remodelling project and answered questions.

The petitioner advised the committee of the specific details of the remodel project and answered questions.

Commissioner Lyons asked if the restaurant will be open during the remodel, when it will begin and approximately how long it will take to complete.

Commissioner Serraiocco questioned the location of the ADA parking spots on the plan.

Commissioner Kien asked if the parking spaces will remain the same in number.

Commissioner Mancill spoke of the difficulty in getting out of some of the parking spaces when the drive through line has a lot of cars waiting and asked if there were any changes to alleviate this.

PC 06-09-19 PUBLIC HEARING - PROPOSED SPECIAL LAND USE
20726 HARPER AVENUE - TACO BELL

MOTION by Patterson, SUPPORTED By Lyons:
That having received public input and comment on the proposed Special Land Use at 20726 Harper Avenue, that this hearing be closed.

ABSENT: Buscemi, Hakim and Rollins.

MOTION CARRIED

PC 06-10-19 SPECIAL LAND USE; 20726 HARPER AVENUE - TACO BELL

MOTION by Kien, SUPPORTED By Patterson:

To receive and file the Special Land Use application dated May 31, 2019 submitted by Anthony Barchanowicz, Project Coordinator of GDP Group on behalf of Taco Bell LLC at 20726 Harper Avenue for a proposed remodel project, and furthermore to receive and file the Special Land Use and Site Plan Amendment review letter dated June 20, 2019 submitted by Sarah Traxler of McKenna Associates, and lastly that the Planning Commission recommends that the City Council approve the amended special land use application for the Drive-in Establishment (Taco Bell) at 20726 Harper Avenue, based on the criteria in zoning ordinance Sec. 10-770F.

ABSENT: Buscemi, Hakim and Rollins.

MOTION CARRIED

PC 06-11-19 SITE PLAN REVIEW; 20726 HARPER AVENUE - TACO BELL

MOTION by Kien, SUPPORTED By Patterson:

To receive and file the Site Plan application dated May 31, 2019 submitted by Anthony Barchanowicz, Project Coordinator of GDP Group on behalf of Taco Bell LLC at 20726 Harper Avenue for a proposed remodel project, and furthermore to receive and file the Special Land Use and Site Plan Amendment review letter dated June 20, 2019 submitted by Sarah Traxler of McKenna Associates, and lastly to approve the Site Plan for the Drive-in Establishment (Taco Bell) at 20726 Harper Avenue as it meets all appropriate development standards outlined in the City's Zoning Ordinance.

ABSENT: Buscemi, Hakim and Rollins.

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Lyons announced another Harper Woods SOUP program will be held on September 15, 2019.

Commissioner Patterson mentioned the closing of Poupard school and commented that perhaps the commission should look at the zoning for this parcel for future uses.

Planning Consultant Traxler commented that a summary could be prepared outlining the zoning for that property for any potential future uses.

Commissioner Serraiocco asked if anything new was happening at Eastland. It was mentioned that the Community Development Director and the City Manager are meeting regularly with the Eastland Mall managers.

Commissioner Mancill commented that Kelly Road has had some improvements including the recent clean up and the closing of a problematic business.

PC 06-12-19

ADJOURNMENT

MOTION by Patterson, SUPPORTED by Serraiocco:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 7:42 p.m.

ABSENT: Buscemi, Hakim and Rollins.

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
SEPTEMBER 25, 2019

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Ernestine Lyons, Commissioner(s) Larry Hakim, David A. Kien, Gowana Mancill (7:02).

ABSENT: Commissioner(s) Serafin Buscemi, Alan Rollins and Frank Serraiocco.

OTHERS PRESENT: City Clerk Leslie M. Frank, City Manager Joseph Rheker, Economic and Community Development Director Ty Hinton and Planning Consultant Doug Plachcinski.

PC 09-13-19

EXCUSE COMMISSIONERS

MOTION by Hakim, SUPPORTED by Patterson:

To excuse Commissioner(s) Serafin Buscemi, Alan Rollins and Frank Serraiocco from tonight's meeting because of a prior commitment.

ABSENT: Buscemi, Rollins and Serraiocco.

MOTION CARRIED

PC 09-14-19

MINUTES

MOTION by Kien, SUPPORTED by Patterson:

To receive, approve and file the minutes of the regular Planning Commission meeting held June 26, 2019.

ABSENT: Buscemi, Rollins and Serraiocco.

MOTION CARRIED

MI MEDC REDEVELOPMENT READY
COMMUNITIES PROGRAM

Planning Consultant Doug Plachcinski provided material for communities seeking Redevelopment Ready certification, which entails planning for new investment and reinvestment in our community, identifying assets and opportunities and focusing limited resources, and gave an overview of the process. The self evaluation tool was discussed with detailed criteria needed to become certified.

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

PC 09-15-19

ADJOURNMENT

MOTION by Lyons, SUPPORTED by Hakim:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 7:50 p.m.

ABSENT: Buscemi, Rollins and Serraiocco.

MOTION CARRIED

Gregory Vargo, Chairman

Ernestine Lyons, Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
OCTOBER 23, 2019

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Commissioner(s) Serafin Buscemi, Larry Hakim (7:12), David A. Kien, Gowana Mancill (7:09) and Frank Serraiocco.

ABSENT Commissioners Ernestine Lyons and Alan Rollins.

OTHERS PRESENT: City Clerk Leslie M. Frank, Economic and Community Development Director Ty Hinton and Planning Consultant Douglas Plachcinski.

PC 10-16-19 EXCUSE COMMISSIONERS

MOTION by Buscemi, SUPPORTED by Patterson:
To excuse Commissioner(s) from tonight's meeting because of a prior commitment.

ABSENT: Hakim, Lyons, Mancill and Rollins.

MOTION CARRIED

PC 10-17-19

MINUTES

MOTION by Patterson, SUPPORTED by Serraiocco:
To receive, approve and file the minutes of the regular Planning Commission meeting held September 25, 2019.

ABSENT: Hakim, Lyons, Mancill and Rollins.

MOTION CARRIED

PC 10-18-19 PUBLIC HEARING - SPECIAL LAND USE
19770 HARPER AVENUE CHRISTIAN FINANCIAL CREDIT UNION

MOTION by Patterson, SUPPORTED By Buscemi:
To open the public hearing for the purpose of obtaining public comment on the proposed Special Land Use at 19770 Harper Avenue - Christian Financial Credit Union.

ABSENT: Lyons and Rollins

MOTION CARRIED

PUBLIC HEARING

The planning consultant gave an overview of the project and what the petitioners have requested for this property.

William Hass, Project Manager of Christian Financial Credit Union gave a short presentation about the project and answered any questions.

Carol Harris asked of the petitioner, a consideration to add a brick wall that will continue from its current location further down his property to separate his property and the commercial parking lot as a buffer.

PC 10-19-19 PUBLIC HEARING - SPECIAL LAND USE
19770 HARPER AVENUE CHRISTIAN FINANCIAL CREDIT UNION

MOTION by Patterson, SUPPORTED By Mancill:
That having received public input and comment on the proposed Special Land Use at 19770 Harper Avenue, that this hearing be closed.

ABSENT: Lyons and Rollins

MOTION CARRIED

PC 10-20-19 SITE PLAN REVIEW; 19770 HARPER AVENUE
CHRISTIAN FINANCIAL CREDIT UNION

MOTION by Buscemi, SUPPORTED by Mancill:
To receive and file the Site Plan application dated September 5, 2019 submitted by William

DISCUSSION BY COMMISSION MEMBERS

Commissioner Buscemi inquired who currently owns the former Bishop Gallagher church.

Commissioner Mancill asked about the minor road repairs that are ongoing in the City.

PC 10-22-19

ADJOURNMENT

MOTION by Hakim, SUPPORTED by Buscemi:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 7:43 p.m.

ABSENT: Lyons and Rollins

MOTION CARRIED

Gregory Vargo, Chairman

Leslie M. Frank, City Clerk

CITY OF HARPER WOODS
PLANNING COMMISSION
JANUARY 23, 2020

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:15 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Commissioner(s) Serafin Buscemi, Larry Hakim and Alternate Ty Hinton.

ABSENT: Commissioners David Kien, Gowana Mancill and Frank Serraiocco.

OTHERS PRESENT: City Clerk Leslie M. Frank and Planning Consultant Doug Plachcinski.

PC 01-01-20

EXCUSE COMMISSIONERS

MOTION by Buscemi, SUPPORTED by Patterson:

To excuse Commissioner(s) Kien, Mancill and Serraiocco from tonight's meeting because of a prior commitment.

ABSENT: Kien, Mancill and Serraiocco

MOTION CARRIED

PC 01-02-20

MINUTES

MOTION by Buscemi, SUPPORTED by Patterson:

To receive, approve and file the minutes of the regular Planning Commission meeting held October 23, 2019.

ABSENT: Kien, Mancill and Serraiocco

MOTION CARRIED

PC 01-03-20 SITE PLAN REVIEW - 19701 VERNIER ROAD

MOTION by Patterson, SUPPORTED By Buscemi:

To receive and file the Site Plan application dated December 16, 2019 submitted by J. Reid Cooksey, Project Manager of Stonefield Engineering and Design, LLC on behalf of 19701 Vernier, LLC at 19701 Vernier for proposed site improvements, and furthermore to receive and file the Site Plan Amendment review letter dated January 15, 2020 submitted by Doug Plachcinski of McKenna Associates, and lastly to approve the Site Plan for the site improvements at 19701 Vernier, as it meets the requirement of the Zoning Ordinance.

ABSENT: Kien, Mancill and Serraiocco

MOTION CARRIED

PC 01-04-20 ELECTION OF CHAIR/VICE CHAIR/SECRETARY

MOTION by Hakim, SUPPORTED by Patterson:

To Table the election of Chair/Vice Chair/Secretary until all members can be present.

ABSENT: Kien, Mancill and Serraiocco.

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Buscemi asked for an update on Eastland and if there was any talk of it being sold or if any upgrades would be done to the property.

PC 01-04-20

ADJOURNMENT

MOTION by Hakim, SUPPORTED by Patterson:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 7:37p.m.

ABSENT: Kien, Mancill and Serraiocco

MOTION CARRIED

Gregory Vargo, Chairman

Leslie M. Frank, Acting Secretary

CITY OF HARPER WOODS
PLANNING COMMISSION
JUNE 2, 2020

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Commissioner(s) Serafin Buscemi (7:25), Larry Hakim, David A. Kien, Gowana Mancill, Frank Serraiocco and Ivery Toussant.

ABSENT: None

OTHERS PRESENT: City Clerk Leslie M. Frank, Economic and Community Development Director Ty Hinton and Planning Consultant Doug Plachcinski.

PC 06-05-20

MINUTES

MOTION by Patterson, SUPPORTED by Hakim:

To receive, approve and file the minutes of the regular Planning Commission meeting held January 23, 2020.

ABSENT: Buscemi

MOTION CARRIED

PC 06-06-20

OPEN PUBLIC HEARING - SPECIAL LAND USE
NARROW PATH CHRISTIAN CHURCH

MOTION by Hakim, SUPPORTED By Mancill:

To open the public hearing for the purpose of obtaining public comment on the proposed Special Land Use at 20924 Harper Avenue.

ABSENT: Buscemi

MOTION CARRIED

PUBLIC HEARING

Doug Plachcinski of McKenna Associates gave an overview of the applicant's request for a church with less than 25 members and explained the process of the public hearing and the criteria that is to be adhered to as the commissioners consider this matter.

Kevin Bull, project manager for Narrow Path Church, gave an overview of their request, stating that the former location was sold and they are in need of a more permanent location for their 16 current members.

Commissioner Hakim questioned the parking and asked if it was sufficient. He then asked if the church did any type of fundraising and/or community support efforts. He also questioned whether this would meet the compatibility requirement as it is located almost next to a bar.

Pastor Bruinsma stated that the parking would likely be for motorcycles and they don't take up a whole space and that the congregation is only 16 members at this time. He further mentioned that they have done things for the community, including teaching sewing to those interested, who are now making masks for Covid and they collect items for the homeless. Lastly he stated that the neighbors he spoke to were in favor of the church.

Commissioner Toussant asked if they would have any other type of service on any other day or evening that would make parking for the other businesses difficult.

Commissioner Serraiocco shared his concern that the community may not like having a biker-friendly church.

Commissioner Mancill also shared his concerns over the small parking lot and issues that may arise. He then asked what organizations the church is affiliated with. He further mentioned that he would rather see a different type of business in this location as it doesn't seem cohesive to the adjacent businesses in this area.

Peter Maniaci, adjacent building owner, commented that this use would be only for less than 25 members, and would additional approval be needed in the event the number of members went above this. He then mentioned that the requirement of the Land Use request is to contact all interested parties and he was not notified, nor did he give any approval to this request. He then read a statement objecting to this use stating many reasons including the loss of tax base, limited benefit to the entire community, and that he didn't feel this was appropriate use under the Master Plan. He also asked if another church were to come into this location after this approval, would the special use be grandfathered in.

PC 06-08-20 SPECIAL LAND USE - NARROW PATH CHRISTIAN CHURCH

MOTION by Buscemi, SUPPORTED By Mancill:

To receive and file the application dated May 4, 2020 submitted by Kevin Bruinsma on behalf of Narrow Path Christian Church for approval of a small community place of worship and furthermore to receive and file the special land use review letter dated May 27, 2020 prepared by Doug Plachcinski of McKenna Associates and lastly that the Planning Commission recommends that the City Council deny the special land use application for a community church at 20924 Harper Avenue based on the applicant not meeting the criteria in the Zoning Ordinance, specifically, the parking area being too small and also items 5 and 6 of the nine standards outlined in Section 10-770.F.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

PC 06-09-20 OPEN PUBLIC HEARING - SPECIAL LAND USE
GROSSE POINTE ANIMAL ADOPTION SOCIETY

MOTION by Patterson, SUPPORTED By Kien:

To open the public hearing for the purpose of obtaining public comment on the proposed Special Land Use at 20839 Lennon.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

PUBLIC HEARING - SPECIAL LAND USE

Doug Plachcinski of McKenna Associates gave an overview of the request from Grosse Pointe Animal Adoption Society for a special land use to create an outdoor area for exercising, training and socializing dogs that are up for adoption. He then explained the process of the public hearing and the criteria that is to be adhered to as the commissioners consider this matter and answered any questions.

Corrine Martin, representing GPAAS commented on their request and explained the current facilities they have and their purposes and answered questions. She also stated that she wants to be a good neighbor and will provide privacy fences for the neighbors and that she can adjust the placing of the fences inside the lot if that helps.

Nicole Reese stated that she lives adjacent to the proposed area and she is concerned about her property values if this is approved. She is also concerned about kids in the area and having a dog facility nearby, in the event a dog would get out.

A letter from a neighbor was read stating their concerns of a 'dog park' in the area with noise, lower property values, dogs getting out and possibly dog waste not being picked up.

PC 06-10-20 CLOSE PUBLIC HEARING - SPECIAL LAND USE
GROSSE POINTE ANIMAL ADOPTION SOCIETY

MOTION by Patterson, SUPPORTED By Serraiocco:
That having received public input and comment on the proposed Special Land Use at 20839 Lennon, that this hearing be closed.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

PC 06-11-20 TABLE SPECIAL LAND USE - GROSSE POINTE
ANIMAL ADOPTION SOCIETY

MOTION by Kien, SUPPORTED By Serraiocco:
To table the application dated November 25, 2019 submitted by Corrine Martin on behalf of Grosse Pointe Animal Adoption Society, to create an outdoor area for exercising, training and socializing dogs that are up for adoption.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

PC 06-12-20 LOT SPLIT REQUEST - 19360 HARPER AVENUE
STARR COMMONWEALTH / KEM-TEC

MOTION by Buscemi, SUPPORTED By Mancill:
To receive and file the Lot Split application dated April 23, 2020, submitted by Starr Commonwealth requesting to divide two properties into 5 new lots and furthermore to receive and file the Lot Split review letter dated May 28, 2020, prepared by Doug Plachcinski of McKenna Associates, Inc., and lastly that the Planning Commission recommends that the City Council approve the lot split application based on the applicant meeting the criteria in zoning ordinance for lots in the R-1-B Zoning District, with the following conditions: 1) the access easement language is approved by the City Attorney,

executed by all responsible parties, and recorded at the Wayne County Registrar of Deeds, and 2) All future developments and land use changes must apply to the City for site plan (and special land use approval as appropriate) approval.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

PC 06-13-20 ELECTION OF CHAIR/VICE CHAIR/SECRETARY

MOTION by Buscemi, SUPPORTED By Serraiocco:
To (re) elect Commissioner Vargo as Chair, Commissioner Patterson as Vice-Chair and to elect Commissioner Hakim as Secretary for 2020.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Hakim asked if the other members would consider appointing him to be the Planning Commission liaison to the Ordinance Committee. All members supported the appointment.

PC 06-14-20 ADJOURNMENT

MOTION by Serraiocco, SUPPORTED by Mancill:
That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 9:22 p.m.

ABSENT: None

MOTION CARRIED UNANIMOUSLY

Gregory Vargo, Chairman

Leslie M. Frank, City Clerk

CITY OF HARPER WOODS
PLANNING COMMISSION
JUNE 24, 2020

MEETING MINUTES

The regular meeting of the Planning Commission was called to order by Chairperson Gregory Vargo at 7:00 p.m.

ROLL CALL

PRESENT: Chairperson Gregory Vargo, Vice-Chair Neil M. Patterson, Secretary Larry Hakim, Commissioner(s) Serafin Buscemi, David Kien, Gowana Mancill, Frank Serraiocco and Ivery Toussant.

ABSENT: Commissioner Tom Jenny

OTHERS PRESENT: City Clerk Leslie M. Frank, Economic and Community Development Director Ty Hinton and Planning Consultant Sarah Traxler.

PC 06-15-20 EXCUSE COMMISSIONER JENNY

MOTION by Buscemi, SUPPORTED by Patterson:
To excuse Commissioner Jenny from tonight's meeting because of a prior commitment.

ABSENT: Jenny

MOTION CARRIED

PC 06-16-20 MINUTES

MOTION by Patterson, SUPPORTED by Buscemi:
To receive, approve and file the minutes of the regular Planning Commission meeting held June 2, 2020.

ABSENT: Jenny

MOTION CARRIED

PC 06-17-20

SPECIAL LAND USE AND SITE PLAN REVIEW
GROSSE POINTE ANIMAL ADOPTION SOCIETY

MOTION by Patterson, SUPPORTED By Buscemi:

To receive and file the Special Land Use application as submitted by Corinne Martin dated March 1, 2020 on behalf of Grosse Pointe Animal Adoption Society for use of the vacant lot at 20839 Lennon as an exercise area for animals and further to receive and file the Special Land Use review letter prepared by Doug Plachcinski of McKenna Associates and that the Planning Commission recommends that the City Council approve the special land use application with privacy fencing to the east as determined by the Commission based on the criteria in Zoning Ordinance Sec. 10-770.F, subject to the following conditions: 1) All animals must be attended in the outdoor animal exercise area and that GPAAS have not more than three (3) dogs, or a litter of puppies, per one (1) attendant in the outdoor animal exercise area; and 2) No animals shall be permitted outside of the building between the hours of 5:00 p.m. and 8:00 a.m.; and 3) that GPAAS remove all visible animal waste from the outdoor animal exercise area. Furthermore, to receive and file the Site Plan Application submitted by Grosse Pointe Animal Adoption Society for use of the outdoor area and that the Planning Commission recommends the City Council approve the Site Plan application based on criteria in Zoning Ordinance Sec. 10-410, as this use will not increase parking demands and will not impact compliance with off-street parking and loading requirements.

ABSENT: Jenny

MOTION CARRIED

COMMITTEE REPORTS

None.

HEARING OF THE PUBLIC

None.

DISCUSSION BY COMMISSION MEMBERS

Commissioner Buscemi asked if Jimmy Jazz has opened and also if They Say has re-opened.

Commissioner Patterson commented that Eastland was going to re-open on June 25. There was discussion regarding the remaining stores within the mall and how the owners are maintaining the leases with those stores.

Mr. Hinton shared that there have been some interest in Eastland, there are no specific plans yet to purchase the mall. He also shared that the owners have sold off several parcels, including McDonald's, They Say and Starters to outside investors.

Commissioner Hakim asked if anyone was aware when the Harper Deli would re-open as he had heard that they might not due to the increase in their property taxes.

Commissioner Patterson asked about Poupard and what, if any, plans are in the works. Mr. Hinton shared that the intent is to repurpose this area with a residential development.

PC 06-18-20

ADJOURNMENT

MOTION by Buscemi, SUPPORTED by Mancill:

That the agenda of the regular Planning Commission meeting having been acted upon, the meeting is hereby adjourned at 7:40 p.m.

ABSENT: Jenny

MOTION CARRIED

Gregory Vargo, Chairman

Larry Hakim, Secretary