



**2022 Annual Report of Planning Commission
Activities and 2023 Work Program**

City of Grosse Pointe Park, Michigan

Introduction

The Michigan Planning Enabling Act (MPEA), Public Act 33 of 2008, provides for the creation of the Planning Commission and prescribes the powers and duties assigned thereto. The Michigan Zoning Enabling Act (ZEA), PA 110 of 2006, provides for the adoption of a zoning ordinance, the establishment of zoning districts and the powers and duties of municipal officials, the Planning Commission, and the City Council as it relates to the administration and enforcement of the ordinance.

This report is for submission to the City Council in accordance with the requirements of Section 125.3819(2) of the MPEA as follows: *“A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development.”*

Commission Members

The following members served throughout the 2022 calendar year. Thank you for your service!

- Amy Chesterton
- Patrick Coletta
- Matthew Evans
- Michele Lindsay
- Michele Hodges
- Jimmy Saros
- Katherine Sanpere
- Devan Stachecki
- Michael Vethacke

City Manager Nick Sizeland and Assistant City Manager Warren Rothe provided staff support throughout the year.

2022 Commission Meetings & Attendance

<u>Member</u>	<u>02/10/2022</u>	<u>04/06/2022</u>	<u>06/01/2022</u>	<u>06/06/2022</u>	<u>08/03/2022</u>	<u>10/06/2022</u>	<u>12/07/2022</u>
Chesterton	X	X		X	X		
Coletta	X	X	X	X		X	X
Evans	X	X		X	X	X	
Lindsay	X	X	X	X	X		
Hodges	X	X	X	X		X	X
Saros						X	X
Sanpere	X		X	X	X		
Stachecki							X
Vethacke	X	X	X	X	X	X	X

Responsibilities

The Planning Commission’s basic duties and responsibilities include the following:

- Review site plans as required by the Zoning Ordinance.

- Conduct public hearing and make recommendations to the City Council with regard to requests for special use permits and rezonings.
- Conduct public hearings and make recommendations to the City Council regarding amendments to the Zoning Ordinance text & map, and the Master Plan.
- Update and maintain the Master Plan in accordance with the MPEA.
- Review and comment on any proposed Master Plans or Master Plan amendments for other communities as required by the MPEA.
- Provide recommendations on capital improvements as required by the MPEA.

Zoning Ordinance Map Amendments

The following map amendments were recommended for approval by the Planning Commission and subsequently approved by the City Council.

1. Rezoning Application #2022-01 – Request to rezone the following properties from R-D (Two-Family Residential) to P-1 (Vehicular Parking):
 - 1212 Wayburn
 - 1214 Wayburn
 - 1213 Maryland
 - 1217 Maryland
2. Rezoning Application #2022-02 – Request to conditionally rezone the following properties from R-D (Two-Family Residential) to P-1 (Vehicular Parking):
 - 1211 Wayburn
 - 1215/1217 Wayburn
3. Rezoning Application #2022-03 – Request to conditionally rezone the following properties from R-D (Two-Family Residential) to P-1 (Vehicular Parking):
 - 1155 Wayburn
 - 1159/1161 Wayburn
 - 1167 Wayburn

Zoning Board of Appeals

The Zoning Board of Appeals, consisting of the City Council, met once in 2022 to consider and grant following request.

Variance Application #2022-01 – Request to approve the following exceptions for a fence located at 745 Whittier.

- a. Section 27-100(b) – placement of fence in a front-yard
- b. Section 27-100(b) – height variance in excess of six feet

2022 Master Plan Adoption

Working with MKSK, the Planning Commission and City Council adopted a new comprehensive Master Plan for Grosse Pointe Park. The plan was a product of much community engagement both personal and in-person. The City Council reserved its right to have final adoption and adopted the Master Plan on June 13th, 2022. The Planning Commission and City Council thank the entire Grosse Pointe Park community for their support and engagement!

2022 Master Plan Implementation

The 2022 Master Plan contains many recommendations and action items to ensure its successful implementation. The Planning Commission and City Council have started work on the following three items that were listed as high importance in the Plan.

1. **Comprehensive Zoning Ordinance Rewrite** – A request for proposals was issued to assist in a comprehensive rewrite of the Zoning Ordinance. The Planning Commission and City Council ultimately selected McKenna as the consultant of choice. Work on the new Zoning Ordinance will begin in 2023.

“The City will update its Zoning Ordinance to reflect best practices and implement the goals and strategies in this Master Plan.”

2. **Redevelopment Ready Communities Program** – The Master Plan calls for the City to obtain certification through the Michigan Economic Development Corporation’s Redevelopment Ready Communities Program. The draft baseline evaluation was being conducted at the end of 2022.
 - a. **Goal**: *“The City will foster an environment that is supportive of local businesses and work with its partners to attract and retain small businesses, while maintaining a strong local tax base. New and rehabbed buildings will be consistent with the character and historic nature of Grosse Pointe Park.”*
 - b. **Objective**: *“Develop Grosse Pointe Park as an activity center for residents and location for new investment and business.”*
 - c. **Strategy**: *“Coordinate with the Michigan Economic Development Corporation (MEDC) to become certified as a Redevelopment Ready Community (RRC) to capitalize on technical assistance and resources that MEDC can provide.”*
3. **Review of City-Owned Properties** – The City owns several properties and the Master Plan recommended conducting a review of them to ensure they are meeting their highest and best use. A subcommittee of Planning Commission members was appointed and will hold its first meeting in 2023 to begin this work.
 - a. **Goal**: *“The City will work with its partners to provide efficient and effective public services that are coordinate, equitable, and sustainable.”*
 - b. **Objective**: *“Identify and prioritize public infrastructure and capital facilities needs.”*
 - c. **Strategy**: *“Create a Land Management Plan to identify how City-owned properties (commercial and residential) will be used moving forward. Develop Request for Proposals (RFP’s) for the properties to be sold and developed in ways that will benefit the future direction of Grosse Pointe Park.”*

2023 Work Plan

The 2023 Work Plan of the Planning Commission includes taking further action on the items laid out in the *2022 Master Plan Implementation* section of this report. The main focus will be on the zoning ordinance rewrite.