



**2023 Annual Planning Report of Planning
Commission Activities and 2024 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 (MZEA), 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 2023 calendar year. Thank you for your service!

- Patrick Coletta, Chair
- Michael Vethacke, Vice-Chair
- Kristin Taylor
- Matthew Evans
- Michele Hodges
- Jimmy Saros
- Devan Stachecki

Assistant City Manager and Commission Secretary Warren Rothe provided staff support throughout the year.

2023 Commission Meetings & Attendance

<u>Member</u>	<u>1/26/2023</u>	<u>3/8/2023</u>	<u>09/13/2023</u>	<u>10/12/2023</u>	<u>10/24/2023</u>	<u>11/08/2023</u>
Coletta	X	X	X	X	X	X
Evans		X	X			
Hodges	X		X	X	X	
Saros	X	X	X	X	X	X
Stachecki	X	X	X	X	X	X
Vethacke		X	X	X	X	X
Taylor	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 hearings and make recommendations to the City Council regarding 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.

Planning Commission Applications

No applications for zoning text and map amendments, site plans, or special land use permits were made in 2023.

Zoning Board of Appeals

The Zoning Board of Appeals (ZBA), consisting of the City Council, met three times in 2023 to consider the following requests.

Zoning Ordinance Interpretation: Building Permit Issuance for 906 Three-Mile – The ZBA voted to deny an appeal on the issuance of a Building Permit for 906 Three-Mile, on the basis that the ZBA found that the proposed structure constituted a rear-yard addition located in the R-A Residential District, and was properly reviewed by the City Building Department pursuant to the standards set forth under Article X, Sec. 27-81 of the City of Grosse Pointe Park Zoning Ordinance.

Fence Exception Application: 895 Bishop – The ZBA voted to deny the following exceptions for a proposed fence located at 745 Whittier.

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

Fence Exception Application: 677 Middlesex – The ZBA voted to deny the following exceptions for a proposed fence located at 677 Middlesex.

- a. Section 27-100(b) – placement of fence in a front-yard

2022 Master Plan Implementation and 2023 Work Plan Review

The 2022 Master Plan contains many recommendations and action items to ensure its successful implementation. In 2023, the Planning Commission and City Council have made progress on the following three items that were listed as high importance in the Plan and part of the Commission’s 2023 Work Plan.

1. Comprehensive Zoning Ordinance Rewrite – Over the course of 2023, the Planning Commission reviewed draft chapters of the new zoning ordinance. Open houses were held on December 2nd and December 4th to solicit feedback on various topics and issues that are addressed by the ordinance. The second draft, continued community engagement, and the ultimate adoption of the ordinance will be pursued in 2024.

“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 (RRC) Program. The initial Community Snapshot was completed in January 2023. At the end of 2023, the City had completed 52% of the requirements to receive the Essentials Certification. Most of the outstanding requirements will be met after the new Zoning Ordinance is adopted, and certification is expected to be obtained in 2024.

- 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 (Evans, Saros, and Stachecki) met in March of 2023 and reviewed the following properties:

<u>Address</u>	<u>Subcommittee Recommendation</u>	<u>Current Status</u>
1588 Alter	Sell	Listed for Sale
1596 Alter	Sell	Listed for Sale
1294 Alter	Sell	Listed for Sale
1296 Alter	Sell	Listed for Sale
1269-1275 Wayburn	Sell	Subject to executed purchase agreement with the adjacent former Pitters Property.

- 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.”*

2024 Work Plan

The 2024 Work Plan of the Planning Commission includes completing the comprehensive zoning ordinance rewrite that it began in 2023. The Commission, relevant staff and stakeholders will continue to pursue certification as a Redevelopment Ready Community. As part of RRC process, and in compliance with the MPEA, a capital improvement plan will be reviewed by the Planning Commission and ultimately be adopted by the City Council. The Planning Commission will continue to review the proposed activities consistent with the City’s Master Plan.