

**PLANNING COMMISSION  
A MEETING OF THE ST. CLAIR SHORES PLANNING COMMISSION  
HELD ON MARCH 28, 2023, AT 7:00 P.M.,  
CITY HALL-CITY COUNCIL CHAMBERS**

**PRESENT**

Paul Doppke, Chairman  
Lou Schelosky, Vice-Chairman  
Kathy Hanson, Secretary  
Patrick McKay  
Ed Jones  
James Kalich

**ALSO, PRESENT**

Liz Koto, Planning  
Ken Blankenship, CDBG Coordinator  
Eric Shepherd, City Attorney  
Shantelle Hubbard, Recorder

**ABSENT**

Robert Hison, Excused  
Anthony Stonik, Excused  
Jeff Mazzenga, Excused

**CALL TO ORDER**

Chairman Doppke called the meeting to order at 7:00 p.m.

The Pledge of Allegiance was said.

Secretary Hanson called roll. Six members were present.

**A motion was made by Secretary Hanson, and seconded by Commissioner Kalich, to excuse Commissioners Hison, Mazzenga and Stonik from tonight's meeting.**

**A ROLL CALL WAS TAKEN:**

**AYES: ALL**

**NAYS: NONE**

**MOTION: PASSED**

**CASE NO. PPC220002A – Request for rezoning at 23415 Jefferson, Parcel Number 14-35-151-040, located on the west side of Jefferson approximately 920 feet south of Nine Mile, from O-1 Office to RM-1 Multiple Family Low Rise, represented by MGA Architects.**

\* \* \* \* \*

The applicant is requesting to rezone the parcel from O-1 Office to RM-1 Multiple Family Low Rise Residential for additional attached condominiums matching the condominiums that were built to the west of this parcel.

**Planning Commission Chairman** – Please read this statement into the record prior to reviewing the following cases with the petitioner.

The Planning Commission and City Council understand that your presence here tonight constitutes that you are a legal representative of the petitioner for Planning Case PPC220002A. Each statement of intent, promise and/or pledge, made by you, the petitioner or agent, either orally or in writing, if permitted by Ordinance, shall be binding upon the petitioner and shall be a condition of said rezoning and site plan approval.

**BACKGROUND**

The petitioner owns the vacant parcel and rezoned it to O-1 Office in 2022 in hopes of attracting an office user to the site. After a year of marketing, the owner has not had success in selling the parcel, and he has decided a better use of the land would be to add to the existing condominiums that were built to the west.

Parcel Number 14-35-151-040

- Legal Description: A/P NO. 7 (L14, P36-38); PART OF LOT 68, DESC AS: BEG AT INTER WLY LINE OF JEFFERSON AVE AND NLY LINE OF LOT 68; TH S26\*36'30 E 120.20 FT; TH N68\*21'52 W 432.17 FT; TH N21\*38'00 E 81.80 FT; TH S68\*10'57 E 341.76 FT TO POB
- Location: 23415 Jefferson  
West side of Jefferson Avenue approximately 920 feet south of Nine Mile
- Rezoning Request: Rezoning From O-1 Office to RM-1 Multiple Family Low Rise
- Requested by: Joe Paluzzi, MHB Companies

**Planning Department Comments:**

Staff recommends approval of the rezoning request for the following reasons:

1. **In General:** The redevelopment of this parcel for low-density, attached two-story condominium units is less intense to what could be developed on the site if it were not rezoned. If the parcel were to remain as office, the parcel could support a medical office or other office-type user. A multiple-family low rise development would be of a similar or less intense nature.
2. **Master Plan Designation:** The following language from the Master Plan describes the area: *“The Master Plan designates this area as being part of the South Lakefront District. The South Lakefront area is south of Nautical Mile and extends west to Marter Road. It is defined by small single-family neighborhoods, a large townhome community, shopping center, offices, the city of Grosse Pointe Woods lakefront park, two large churches, and a daycare facility. A shopping center at the intersection of Jefferson Avenue and Marter Road contains a grocer, pharmacy, bank, and other uses that serve the adjacent neighborhoods. Three single-family neighborhoods are located within this district. The existing development pattern of the Residential Lakefront neighborhoods should continue and include detached single-family, commercial, office and multiple-family/attached single-family.”* The proposed rezoning to multiple-family low rise would be compatible with the intent of the future land use of the area.
3. **Consistency with Zoning Classifications In the General Area:** The requested rezoning of the parcel back to RM-1 Multiple Family Low Rise is consistent with the surrounding

zoning because the RM-1 Multiple Family Districts are designed to provide sites for multiple-family dwelling structures, and related uses, which will generally serve as zones of transition between the nonresidential districts and lower density single-family districts.

The zoning to the north is O-1 Office, to the south is O-1 Office and RM-1 Multifamily, and to the west is RM-1 Multiple Family Low Rise. The zoning to the east is office and more multi-family. The proposed rezoning would create a transition zone from the higher intensity uses of office and multiple family to the single-family neighborhoods.

4. **Consistency and Compatibility with General Land Use Patterns in the Area:** The proposed rezoning is consistent and compatible with the surrounding land uses as there are multiple family units to the west and east and office uses to the north and south. A mixture of uses are located within this area, and another multi-family development similar to what is immediately west of the site would be compatible in this area.
5. **Suitability of the Proposed Use in the Zoning District:** The proposed rezoning is suitable for the zoning district because the use is proposed to be two-story attached low-rise multi-family condominium units.
6. **Adequacy of Public Services:** The proposed rezoning would not cause undue burden on public services such as transportation, sewage disposal, water supply, and public safety as these services already exist and are not at capacity.
7. **Traffic:** The rezoning of the parcel to RM-1 Multiple Family Low Rise will likely increase traffic in the area on a daily basis; however, the current zoning of O-1 Office would generate larger traffic volumes during weekdays.
8. **Consistency with Planning Recommendations:** Staff recommends the rezonings because they meet the criteria outlined in this plan review.
9. **Reasonable Use Under Current Zoning Classification:** The current zoning is O-1 Office. Attached two-story condominium units would not be a reasonable use under the current zoning classification.
10. **Identifiable Public Need:** The proposed rezoning would meet the public need of providing a housing type that would allow owners to feel as if they are still in a single-family residential home but not need to worry about maintenance and upkeep of the grounds. Older residents who desire to remain independent but may not have the capability to maintain the exterior and grounds of the home would be well-suited here. Additionally, this parcel is located in walking distance to a major shopping center and the Nautical Mile, which would be well served by a development of this type.
11. **Spot Zoning:** The requested rezonings would not create a small zone of inconsistent use within a larger zone. In addition, the requested rezonings are consistent with the Master Plan's future land use map indicating the continued use of the land for residential purposes.
12. **Effect on Surrounding Property:** The proposed rezonings would not increase the traffic, noise, odor, light, air or other issue posed by the potential redevelopment of the parcel over what could be developed on the parcel if it remained O-1 Office.
13. **Mistake or Change of Conditions:** No mistakes or change of conditions occurred to require the rezoning.
14. **Diminution in Value:** The rezoning does not reduce the value of the property so as to be considered a taking.
15. **Citizen Opposition:** As of the composition of the rezoning review, no citizen opposition has been received.

Chairman Doppke stated to the petitioner that he will need five votes to pass the rezoning and site plan approvals. He has the option to table.

Reid Cooksey, 607 Shelby St., Detroit, MI stated that they want to rezone from O-1 Office to RM-1 Multiple Family. This is in nature with the surrounding use as the adjacent properties are also zoned RM-1. They will match the neighboring properties. This will meet the intent of the master plan.

Ms. Koto stated this parcel started out as single family residential then the parcel was divided into two parts, but this parcel used to be part of the church property. The entire parcel was originally rezoned from single family residential to multiple family low rise. The petitioner carved out the rectangle that we are talking about it tonight. The rezoned the parcel from RM-1 to O-1 in 2022, and they came in front of the board last month for an extension of the site plan approval and were approved. During that time, they decided to go forward with the idea of having condos there that would match the rest of the existing condo development.

Doppke stated that the lack of interest in the office development is a result of covid. So many people used to be in an office 6-7 days a week, and now it's only a few days if at all.

**Audience Participation:**

Harold Miller, 430 Heritage Place which is the new condos adjacent to the property that they are talking about. He is the president of the association for Heritage Place Condominiums. He had no negative responses, all positive. They have seven members of the association, and they are here tonight. His concern is the easement that is shared with the business that is adjacent to the other side of the property. The owner that has the lease right of that driveway is the same driveway that they use. When it comes to repairing it and taking care of it, they are concerned as to how the builder is going to work with them and redo the street the same as our street, so it is a nicer entrance. They are also requesting a sign with the name of the condos.

John Caron, 21700 Chalon, welcomed the newest condo association in the city. A great development that was put in place by MHB properties. We have other office parcels in the city. We do need more condo spaces in the city. This is a great fit in that area.

Chairman Doppke closed the public hearing.

**A motion was made by Secretary Hanson and supported by Commissioner McKay, to approve the request for rezoning at 23415 Jefferson, parcel number 14-35-151-040, located on the west side of Jefferson approximately 920 feet south of Nine Mile, from O-1 Office to RM-1 Multiple Family Low Rise, represented by MGA Architects.**

**A ROLL CALL WAS TAKEN:**

**AYES: ALL**

**NAYS: NONE**

**ABSENT: HISON, STONIK, MAZZENGA**

**MOTION: PASSED**

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**CASE NO. PPC220002B: REQUEST FOR SITE PLAN APPROVAL – 23415 Jefferson, request for site plan approval for a two building, 8-unit, two story multi-family complex, represented by Joe Paluzzi of MHB Companies**

The request is reviewed as follows:

\* \* \* \* \*

The application is requesting Site Plan Approval for a new 2 building, 8-unit, two-story detached multi-family complex on the remaining parcel that was the site of the former Heritage Presbyterian Church. The site plan indicates the placement of two buildings on the parcel. The existing driveway is proposed to serve the buildings from Jefferson Avenue. Each building is proposed to contain 2 one-bedroom units and 2 two-bedroom units. Each unit has an attached two-car garage and a driveway long enough to accommodate another car. Each unit also has at least one full bathroom on the main floor, a full kitchen, a dining area, and a living area. Each unit will also have a basement.

The elevations propose two-story buildings with brick on all four sides of the first floor.

Please note that the RM-1 district has additional requirements than many of the commercial districts. These additional requirements are outlined in this review.

\* \* \* \* \*

**Planning Commission Chairman** – Please read this statement into the record prior to reviewing the site plan to the petitioner.

The Planning Commission and City Council understand that your presence here tonight constitutes that you are a legal representative of the petitioner for Planning Case PPC220002B. Each statement of intent, promise and/or pledge, made by you, the petitioner or agent, either orally or in writing, if permitted by Ordinance, shall be binding upon the petitioner and shall be a condition of said special land use and site plan approval.

\* \* \* \* \*

The request is reviewed as follows:

**1) Zoning**- The zoning of the parcel is RM-1 Multiple Family Low Rise. The zoning is appropriate for a two-story detached condominium development.

**2) Adequacy of Information** (Section 35.82, 5, a) –The information provided is adequate for this review.

**3) Site Design Characteristics** (Section 35.82, 5, b) – Please refer to the RM-1 Description in the zoning ordinance:

*The entire area of the site shall be treated to service the residents of the multiple dwelling unit, and any accessory buildings, uses or services shall be developed solely for the use of residents of the main building. Uses considered herein as accessory uses include: swimming pools, cabanas, pavilions, boat docks, recreation areas, and other similar uses.*

The site plan indicates the placement of two buildings on the far east end of the site containing a total of 2 two-bedroom and 2 one-bedroom units. The resident capacity range is approximately 8-16 people. The site plan proposes sidewalks leading to each unit from the driveways, attached two-car garages, landscaped lawns, and landscaping surrounding each building. No other site-wide amenities such as a lounge, café, library, game room, community room, fitness center, or office are proposed. Some units are proposed to be two-stories in height, while others are proposed to be one story. The buildings proposed will be served by the existing private driveway/road that leads to the remainder of the development. The sidewalk serving the remainder of the development will also be extended to Jefferson Avenue and connected to the newly proposed 8 units.

**4) Preservation of Natural Areas** (Section 35.82, 5, c) – There are no natural areas to preserve.

**5) Privacy** (Section 35.82, 5, d) – A variance for a concrete screen wall from the Zoning Board of Appeals was granted on February 3, 2022.

**6) Emergency Vehicle Access** (Section 35.82, 5, e) – Emergency vehicle access will be sufficient with a drive approach from Jefferson and a cul-de-sac at the end of the driveway.

**7) Ingress and Egress** (Section 35.82, 5, f) – The RM-1 zone indicates the following: *The site plan shall be so planned as to provide ingress and egress directly on to a major thoroughfare; or on to a residential street if such access point is reviewed by the Planning Commission and Council and found not to be contrary to desirable and safe circulation and development patterns.*

*Access drives, parking areas, and maneuvering lanes shall be so located as to minimize their conflict with buildings and outdoor living areas. All parking and maneuvering lanes shall be at least fifteen (15) feet distance from any first floor dwelling unit window, doorway, or entrance way.*

Ingress and egress to the site is proposed from the existing drive approach on Jefferson. The drive approach is 35 feet wide. All parking and maneuvering lanes are at least 15 feet from each condominium unit.

**\*8) Pedestrian Circulation** (Section 35.82, 5, g) – The site plan indicates the placement of the sidewalk adjacent to the new development and terminating at the public sidewalk along Jefferson Avenue to the east. The sidewalk terminates at the west end of the development and does not connect with the existing buildings.

**The new sidewalk shall connect to the existing sidewalk on the north side of the driveway.**

**\*9) Vehicular and Pedestrian Circulation Layout** (Section 35.82, 5, h) – The site plan proposes a series of service walks from each unit to a common sidewalk. One of the parking lots is not striped.

**The office parking lots are required to be properly striped so as not to interfere with the driveway feeding the residential development.**

**\*10) Drainage** (Section 35.82, 5, i) – The site plan indicates new paving in the development area that will connect with the existing office parking lots and existing driveway to Jefferson.

**Engineered Parking lot plans including drainage and paving are required for submittal with construction documents. The existing office parking lots are required to be repaired or replaced, and the installation of concrete curb and gutters are required in the existing lots and along any driveways.**

**\*11) Exterior Lighting** (Section 35.82, 5, j) – Exterior lighting has not been proposed on the plan.

**All lighting must be shielded from adjacent residences.**

**12) Public Services** (Section 35.82, 5, k) – Public services will not be affected by the proposed use.

**13) Landscaping, Fences, and Walls** (Section 35.82, 5, l) – A landscape plan has been provided with the submittal. The landscaping plan includes underground irrigation.

**14) Exterior Building Treatment** (Section 35.82, 5, m) – The RM-1 Zone explains the following regarding exterior building treatment:

*The site plan shall be so planned as to recognize the front, rear, and side relationship of adjacent residential development. The Planning Commission and Council may recommend physical features to be provided which will insure harmony in these yard relationships.*

*Exterior architectural elevations of the proposed structure shall be designed so as to provide conformity with adjacent residential development and/or improvement of the residential environment. The Planning Commission and Council, in reviewing exterior elevations, shall be concerned with the following details:*

- (i) Height of structure*
- (ii) Building material*
- (iii) Architectural style*
- (iv) Front, side and rear elevations as related to residential development.*

The proposed elevations indicate brick on all four sides to the top of the first floor. Vinyl siding has been proposed on the second story. The buildings are sited to appropriately address each other as well as the adjacent residential and office developments.

**15) Waste Storage** (Section 35.82, 5, n) – Waste storage will occur within the garages of the units just like a single-family residential unit.

**\*16) Mechanical Equipment** (Section 35.82, 5, o) – No mechanical units have been proposed on the plans.

**Mechanical equipment, whether placed at grade or on the roof of the structure, must be screened on all visible sides including air conditioners. Air conditions are required to be placed at the rear of each unit.**

**17) Parking** (Section 35.73, 12, a) – The parking requirement for RM-1 is 2.25 spaces per unit. 8 units are being proposed resulting in 20 required spaces. Each unit has a two-car garage plus each unit has sufficient parking in the driveway to accommodate at least one more car. Parking is sufficient.

**18) Setbacks** (Section 35.66) – The setback requirements for the RM-1 district are as follows:

*In all multiple-family districts (RM-1 and RM-2) the minimum distance between any two (2) buildings shall be regulated according to the length and height of such buildings. In no instance shall the distance between two buildings or between a building and an exterior property line be less than thirty (30) feet in an RM-1 District. In no instance shall more than thirty (30) percent of any required yard distance between buildings be occupied by parking areas, maneuvering lanes and driveways.*

*In an RM-1 or RM-2 District the formula for regulating the required minimum distance between buildings is as follows:*

$$S = \frac{LA + LB + 2(HA + HB)}{6}$$

Where

*S = Required minimum horizontal distance between any wall of building A and any wall of building B.*

*LA = Total length of building A. The total length of building A is the length of that portion or portions of a wall or walls of building A from which, when viewed directly from above, lines drawn perpendicular to building A will intersect any wall of building B.*

*LB = Total length of building B. The total length of building B is the length of that portion or portions of a wall or walls of building B from which, when viewed directly from above, the lines drawn perpendicular to building B will intersect any wall of building A.*

*HA = Height of building A. The height of building A at any given level is the height above natural grade level of any portion or portions of a wall or walls along the length of building A. Natural grade level shall be the mean level of the ground immediately adjoining the portion or portions of the wall or walls along the total length of the building.*

*HB = Height of building B. The height of building B at any given level is the height above natural grade level of any portion or portions of a wall or walls along the length of building B. Natural grade level shall be the mean level of the ground immediately adjoining the portion or portions of the wall or walls along the total length of the building.*

**Setback Between Building 1 and Building 2**

LA= 49 feet

LB=49 feet

HA= 26.58 feet

HB = 26.58 feet

S= (49 + 49 + 2(26.58+26.58))/6 = 34 feet minimum required

S= 21.5 feet provided

Additionally, the setback requirement for the RM-1 district is a minimum of 30 feet from any property line. Jefferson has a required setback of 60 feet from the centerline of the road plus the setback requirement.

SETBACK	PROPOSED	REQUIRED
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FRONT	60 feet from the CL of Jefferson	90 feet from CL of Jefferson
REAR	4.4	30
NORTH	19.2	30
SOUTH	10	30

The following variances from the Zoning Board of Appeals will be required:

- 12.5 foot distance variance between building A and building B
- 30 foot front setback variance
- 25.6 foot rear yard setback variance
- 20.8 foot side yard setback variance
- 20 foot side yard setback

**19) Building Height (Section 35.66)** –The maximum height allowed within the RM-1 District is 35 feet and two stories. Both buildings are proposed to be 26.58 feet total.

**\*20) Transformer Pad** –A transformer pad has not been proposed on the plans.

**Any transformers must be screened from view.**

**21) Screening Wall** – See number 5 Privacy.

**22) Signs** – Any signs will be considered under a separate review.

**23) Loading** (Section 35.75) – No loading areas are necessary or proposed.

**\*24) Other** – The RM-1 District has additional provisions:

*In an RM-1 Multiple-Family District the total number of rooms of eighty (80) square feet or more (not including kitchen, dining, and sanitary facilities) shall not be more than the area of the parcel in square feet, divided by twelve hundred (1,200). All units shall have at least one (1) living room and one (1) bedroom except that not more than ten (10) percent of the units may be of an efficiency apartment type nor more than fifty (50) percent of a one bedroom or one bedroom and efficiency type.*

Total number of rooms of 80 square feet or more: 26 rooms proposed

Parcel Size: 31,481.4 square feet divided by 1,200 = 26 rooms allowed

All units have a minimum of one bedroom and a living room. There are no efficiency units.

Percentage of one-bedroom units: 0%

*Additionally, the minimum floor area per 1-bedroom unit is 500 square feet and the minimum floor area of a two-bedroom unit is 700 square feet.*

All units are proposed to be over 1,000 square feet.

*The maximum percentage of lot area covered by all buildings is not to exceed 25%*

The development proposes a total lot size of 31,481.4 square feet and 11,872 square feet of building. The proposed coverage 37.7%

**A 12.7% lot coverage variance will be required from the Zoning Board of Appeals. If the petitioner combines this lot with the rest of the Heritage development, then no variances would be necessary.**

**ITEMS OF CONCERN – 8 9 10 11 16 18 20 24**

**Staff recommends approval of this proposal based on attention to the items listed above.**

Reid Cooksey, 607 Shelby St., Detroit, MI. They are extending the existing condos that are there. There are 2 four-unit two story buildings. Spacing and the esthetics will be the same. There is an existing monument sign on the right of way of Jefferson that was for the church and they plan on refurbishing it to be a sign for the condos. They will extend the pedestrian walkway from the phase one development all the way to Jefferson. They are going to work with the office owner that has the rights to repair the parking lots and driveway. That has been in discussion.

Commissioner McKay mentioned some of the items of concern. Petitioner stated with the issue of the parking lot is a little deeper because they don't have 100% rights to it. They are working on it. They will do their best to bring it up to code when they can.

Petitioner knows that they will need ZBA approvals for the variances.

Secretary Hanson mentioned the items of concern. The petitioner explained for the parking lot there are some easements over the top of the road. The parcel for the offices are very small. This gives them full rights of the driveway and because the drive is not on their parcel, we also have rights but we have to get their approval. They plan on utilizing the existing drainage patterns out there. The only lights that are proposed on the plans is the sconces on the actual buildings. They don't have any light poles proposed throughout the development. They will make sure everything is complied.

**A motion was made by Secretary Hanson and supported by Commissioner Kalich, to approve the request for site plan approval for a two building, 8-unit, two story multi-family complex, represented by Joe Paluzzi of MHB Companies with items of concern; the new sidewalk shall connect to the existing sidewalk on the north side of the driveway; the office parking lots are required to be properly striped so as not to interfere with the driveway feeding the residential development; engineered parking lot plans including drainage and paving are required for submittal with construction documents; the existing office parking lots are required to be repaired or replaced, and the installation of concrete curb and gutters are required in the existing lots and along any driveways; all lighting must be shielded from adjacent residences; mechanical equipment, whether placed at grade or on the roof of the structure, must be screened on all visible sides including air conditioners; air conditions are required to be placed at the rear of each unit; the following variances from the Zoning Board of Appeals will be required:**

- 12.5-foot distance variance between building A and building B
- 30-foot front setback variance
- 25.6-foot rear yard setback variance
- 20.8-foot side yard setback variance
- 20-foot side yard setback

**any transformers must be screened from view; and a 12.7% lot coverage variance will be required from the Zoning Board of Appeals if the petitioner does not combine this lot with the other condominium development.**

**A ROLL CALL WAS TAKEN:  
AYES: ALL  
NAYS: NONE  
ABSENT: HISON, STONIK, MAZZENGA  
MOTION: PASSED**

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**CASE NO. PPC23004: REQUEST FOR SITE PLAN APPROVAL – 31301 Harper, request for site plan approval for renovations to the former Rose’s Diner to a retail center, represented by Verus Development**

The request is reviewed as follows:

\* \* \* \* \*

The petitioner is requesting site plan approval for renovations to the existing vacant restaurant to convert it into a four-tenant commercial space with a drive through on the south side of the existing building. A landscape plan has been provided as well as a lighting plan. The site plan indicates the drive-thru stacking lanes will be able to hold the minimum number of cars required per ordinance. The dumpster will be located in the southwest corner of the property. The exterior finish materials are proposed to be brick, fiber cement board, EIFS, concrete masonry units, Nichiha panels, and glass with metal canopies. There is an existing concrete wall at the rear of the site, and the total height of the one-story building is proposed to be 22 feet to the top parapet.

\* \* \* \* \*

**Planning Commission Chairman** – Please read this statement into the record prior to reviewing the site plan to the petitioner.

The Planning Commission and City Council understand that your presence here tonight constitutes that you are a legal representative of the petitioner for Planning Case PPC23004. Each statement of intent, promise and/or pledge, made by you, the petitioner or agent, either orally or in writing, if permitted by Ordinance, shall be binding upon the petitioner and shall be a condition of said special land use and site plan approval.

\* \* \* \* \*

The request is reviewed as follows:

**1) Zoning**- The zoning of the parcel is B-2. A retail center is an allowable use within the district. The property was granted a variance to allow a drive-thru within the B-2 district in March 2022.

**2) Adequacy of Information** (Section 35.82, 5, a) –The information provided is adequate for the review.

**3) Site Design Characteristics** (Section 35.82, 5, b) – The petitioner is requesting site plan approval for renovations to the existing vacant restaurant to convert it into a four-tenant commercial space with a drive through on the south side of the existing building. A landscape plan has been provided as well as a lighting plan. The site plan indicates the drive-thru stacking

lanes will be able to hold the minimum number of cars required per ordinance. The dumpster will be located in the southwest corner of the property. The exterior finish materials are proposed to be brick, fiber cement board, EIFS, block, Nichiha panels, and glass with metal canopies. There is an existing concrete wall at the rear of the site, and the total height of the one-story building is proposed to be 22 feet to the top parapet.

**4) Preservation of Natural Areas** (Section 35.82, 5, c) – There are no natural areas to preserve.

**\*5) Privacy** (Section 35.82, 5, d) – A concrete screenwall exists along the west side of the property.

**The existing concrete screenwall is in disrepair in some locations. The wall shall be repaired or replaced as needed.**

**6) Emergency Vehicle Access** (Section 35.82, 5, e) – Emergency vehicle access will not change.

**7) Ingress and Egress** (Section 35.82, 5, f) – Ingress and egress to the site will be from the parking lot in front of the building.

**8) Pedestrian Circulation** (Section 35.82, 5, g) – Pedestrian circulation will not change.

**9) Vehicular and Pedestrian Circulation Layout** (Section 35.82, 5, h) –The circulation layout is adequate for this review.

**\*10) Drainage** (Section 35.82, 5, i) – The existing parking lot is in disrepair.

**Parking lot plans including paving and drainage are required as part of the building permit submittal.**

**\*11) Exterior Lighting** (Section 35.82, 5, j) – Exterior lighting has been indicated on the plans. Lights have been proposed on all sides of the building, and light poles have been proposed in the parking lot. A lighting plan has been provided.

**The lighting plan indicates a foot candle measurement exceeding 0 foot candles in many portions of the parking lot. All lighting must be shielded from adjacent residents and achieve 0 foot candles at the property line. Additionally, the Harper Avenue Overlay Zone requires the city's standard Nautical light pole to be used in the parking lot.**

**12) Public Services** (Section 35.82, 5, k) – Public services will not be affected by the proposed use.

**\*13) Landscaping, Fences, and Walls** (Section 35.82, 5, l) – A landscaping plan has been provided for the site. Landscaping is proposed in the northeast and southeast corners of the site.

**One of the following screening options is required along the sidewalk parallel to Harper Avenue:**

- **A brick wall with stone or precast cap**
- **Dense landscaping installed and maintained between 30 inches and 36 inches,**
- **A combination of landscaping and brick knee wall as approved by the Community Development and Inspection Department, OR**
- **If the width of the area between the public sidewalk and the off-street parking area is**

**greater than four feet and the parking area has a concrete curb, then no screening is required; however, a grass or landscaped greenbelt shall be maintained.**

**\*14) Exterior Building Treatment** (Section 35.82, 5, m) –The site plan indicates the exterior finishes will include brick, block, fiber cement siding, EIFS, Nichiha panels, glass and a metal canopy. Window coverage exceeds 33%.

**EIFS must be at least 8 feet from grade.**

**15) Waste Storage** (Section 35.82, 5, n) – A trash enclosure is proposed at the southwest corner of the site.

**16) Mechanical Equipment** (Section 35.82, 5, o) – Mechanical equipment is proposed on the roof of the structure and will be screened by the parapet.

**17) Parking** (Section 35.73, 12, a) – The building footprint is 5,027 square feet. The parking requirement is 1 space per 200 gross square feet for general retail plus 8 stacking lanes for the drive-thru window. A total of 25 parking spaces will be required for any general retail use, but more spaces would be required for any food service plus a total of 8 stacking spaces. Forty-three parking spaces have been proposed, and the current configuration does allow for additional parking at the rear of the building should more intensive uses occupy any of the spaces.

**18) Setbacks** (Section 35.66) – No changes are proposed to the setbacks of the building. A variance to allow a building to exceed the 65' front setback from the centerline of Harper Avenue was obtained in March 2022.

**19) Building Height (Section 35.66)** – The height of the building is proposed to be 21.66 feet. The maximum height for a single story building is 20 feet. A variance of 3 feet was obtained in March 2022.

**20) Transformer Pad** –No new transformers are proposed.

**21) Screening Wall** – See number 5

**22) Signs** – Signs will be considered under a separate review.

**23) Loading** (Section 35.75) – Loading can occur at the rear of the building without interfering with the drive-through lanes.

**24) Other** –

#### **ITEMS OF CONCERN – 5 10 11 13 14**

**Staff recommends approval of this proposal based on attention to the items listed above.**

Reid Cooksey, 607 Shelby St., Detroit, MI. They are taking a large building and making it into three units. They will add a drive-thru element. The parking will be the same. They are improving the parking lot and restriping it and adding a new trash enclosure. They plan on shifting the parking spaces along Harper to create a small greenbelt to add some shrubs as well as making sure that the lights along Harper are the nautical lights.

Commissioner McKay mentioned the items of concern.

Secretary Hanson asked if they have tenants now for the building. Frank with Verus Development group stated that at this minute they do not have committed tenants. Due to the existing conditions the property needs to be improved greatly. He is confident that they will be able to fill these units.

**A motion was made by Secretary Hanson and supported by Commissioner Jones, to approve the request for site plan approval for renovations to the former Rose's Diner to a retail center, represented by Verus Development at 31301 Harper with items of concern: the wall shall be repaired or replaced as needed; parking lot plans including paving and drainage are required as part of the building permit submittal; all lighting must be shielded from adjacent residents and achieve 0 foot candles at the property line; the Harper Avenue Overlay Zone requires the city's standard Nautical light pole to be used in the parking lot; a berm will be installed between the sidewalk and the parking lot to satisfy the screening requirement for parking lots within the Harper Avenue Overlay Zone; and EIFS must be at least 8 feet from grade.**

**A ROLL CALL WAS TAKEN:**

**AYES: ALL**

**NAYS: NONE**

**ABSENT: HISON, STONIK, MAZZENGA**

**MOTION: PASSED**

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#### **CASE NO. PPC23003 – Community Development Block Grant**

The final budget amount for St. Clair Shores is \$879,172, a \$8,107.00 decrease over the past year. All public service organizations that have requested funding are proposed to receive it.

#### **Section 108 Payment**

**Proposed for 2023-2024: \$129,041.90**

**Available from prior years: \$0.00**

The city received a Section 108 Loan for \$1.69 Million dollars for the renovation and expansion of the Senior Activity Center. The project has been completed. The city has closed on the loan, and a public offering was held in March 2019. An annual payment of approximately \$130,000 will occur yearly until 2024 at which time the payments decrease by a few thousand dollars each year until payments are completed in 2038.

#### **Homeowner Rehabilitation Program**

**Proposed for 2023-2024: \$200,000.00**

**Available from prior years: \$132,035.70 anticipated to be spent by June 30**

After a few years' hiatus, the Homeowner Rehabilitation Program is back. Staff has made some changes to the program to make it more desirable for homeowners, and to assist the city in maintaining and improving its existing housing stock. The program now has two options. The first option is the traditional Homeowner Rehabilitation Program which offers no interest loans to qualifying homeowners to repair their homes to minimum building code standards. A lien is placed on the property so that when the owner sells the home, the loan is paid back to the city. The money that the city receives from the payoff of loans, as well as monthly payments on loans, is circulated back into the CDBG Program to be used for other Homeowner Rehabilitation projects and other qualifying activities.

The new option is to offer grants of up to \$5,000 per qualifying household for emergency repairs to the home. The grants will be geared more toward the elderly, but all household age and sizes will be considered. The grants will be for emergency repairs and will be more limited in scope and focus on emergent needs.

Over the past two decades the Homeowner Rehabilitation Program has repaired hundreds of homes and has received requests to repair foundations, re-roof homes, repair dangerous electrical situations, install new plumbing, replace windows, weatherize homes, repair porches, and repair or replace furnaces. The rehabilitation program is not limited to those items just listed, and other improvements may qualify for funding.

#### **Senior Activity Center**

**Proposed for 2023-2024: \$85,000.00**

**Available from prior years: \$156,000.00 anticipated to be spent by June 30.**

Since the city constructed the Senior Activity Center in the early 1980's, funding from the CDBG program has been used to reimburse the operations of the center. The center provides a multitude of activities for the community's 50 and over population such as exercise, crafts, meals, trips, entertainment, transportation, sports, and a place to relax and socialize. There are over 1,000 members of the Senior Center, and the Center serves a low to moderate income population of nearly 600 people in St. Clair Shores and our surrounding communities. The Center typically averages about \$85,000 a year in qualifying expenditures. The CDBG program reimburses the Senior Activity Center for the following expenditures; office supplies, phone bills, travel expenses related to Senior Activity Center, utilities, operating supplies, and repair and building maintenance.

#### **Amelia Agnes Transitional Home for Women**

**Proposed for 2023-2024: \$8,000.00**

**Available from prior years: \$20,000.00 anticipated to be spent by June 30**

Amelia Agnes Transitional Home for Women is the only transitional facility for women in Macomb County, and they have been in operation for 15 years. Families can remain in this program for up to 24 months; however, the average stay is about 1 year. Each family is provided with a private suite and support services. These support services teach self-sufficiency and economic independence while providing counseling to assist in combating the problems that may have resulted in being homeless. The Home also provides 24-hour childcare and 24-hour transportation to assist mothers who may have accepted employment with non-traditional work hours. Many families also can pay off all debt and create a savings account prior to discharge. 100% of the families that have completed the program have secured permanent housing and employment.

### **Wigs 4 Kids**

**Proposed for 2023-2024: \$1,200.00**

**Available from prior years: \$2,500.00**

Wigs 4 Kids is a non-profit St. Clair Shores-based organization that provides children with wigs who may be undergoing cancer treatment or be afflicted with a disorder that causes hair loss such as alopecia or trichotillomania. The headquarters of Wigs 4 Kids is on Harper Avenue between 12 and 13 Mile roads, and they serve children and families from all over the area. The cost to purchase a children's wig can easily exceed \$1,000 and all wigs are given to children free of charge. <http://www.wigs4kids.org/>

### **Interfaith Volunteer Caregivers**

**Proposed for 2023-2024: \$1,000.00**

**Available from prior years: \$0.00**

The Interfaith Volunteer Caregivers Program aids older and disabled neighbors who need a little extra help. Many frail and physically challenged adults struggle daily to maintain their independence. Interfaith Volunteer Caregivers often make it possible for them to remain in their own homes. Interfaith Volunteer Caregivers does not provide home health care. They are a group of volunteers who help their neighbors. The Interfaith Volunteer Care program will try to find a helping hand for anyone regardless of religious preference. All older and disabled adults who need assistance to remain at home are eligible for help, however priority is given to those with the greatest need. All services are offered without charge, although donations are greatly appreciated and help reach out to more people in need.

### **Macomb Community Action Grass and Snow Program**

**Proposed for 2023-2024 \$8,000.00**

**Available from prior years: \$10,260.00 anticipated to be spent by June 30**

Formerly Chore Services, the Grass and Snow program will assist the elderly and physically challenged adult population with grass cutting and snow removal. Providing these services to the aging and physically challenged population within St. Clair Shores helps to maintain the neighborhood while helping the elderly maintain their independence and remain in their home. There are, on average, over 40 residents assisted by the Grass and Snow Program.

<http://mca.macombgov.org/MCA-Seniors-Chore>

### **Turning Point**

**Proposed for 2023-2024: \$1,200.00**

**Available from prior years: \$ 2,075.00**

Turning Point is considered an emergency shelter for families and individuals who are fleeing violent situations in their home. Beyond providing emergency shelter, the organization provides extensive programs for children, advocacy, counseling services, health care assistance, forensic nurse examinations, and support and education programs. The agency also fields calls for support and services primarily from women and children who have left their homes due to a violent situation. <http://www.turningpointmacomb.org/>

### **Care House**

**Proposed for 2023-2024: \$6,000.00**

**Available from prior years: \$7,500.00 anticipated to be spent by June 30**

Care House is a child-friendly, family-centered facility that coordinates the complex investigation, prosecution, and treatment services to victims of child sexual and physical abuse. The major component of this program is the single investigative interview. All the professionals involved in a case gather at Care House to witness the forensic interview. This eliminates the need for the child to repeat his or her story and relive the trauma of the abuse over and over again. Care



House's single interview promotes collaboration and communication among a group of professionals who previously had limited opportunities for interaction. This team approach expedites the investigation of the child abuse cases, making the process more effective for everyone involved. Care House offers support, information and educational programs to child victims and their families to promote the healing process and break the cycle of abuse in future generations. The base cost of assisting a child is over \$600.00. [www.mccarehouse.org](http://www.mccarehouse.org)

#### **MCREST**

**Proposed for 2023-2024: \$2,400.00**

**Available from prior years: \$8,875.00**

MCREST provides temporary shelter for the homeless in Macomb County. Participating churches agree to open their facilities to the homeless for a period of one week per year and provide a safe, clean environment with meals, showers, transportation, and laundry. The funding that the city provides goes directly toward reimbursing MCREST for the services they provide to the homeless who were housed in a participating church in St. Clair Shores. MCREST has a maximum of 60 beds to set up in a church during any given week. Approximately 350 shelter nights are reimbursed by the city each year. [www.mcrest.org](http://www.mcrest.org)

#### **Hockey Enablement Fund**

**Proposed for 2023-2024: \$4,000.00**

**Available from Prior Years: \$ 0.00**

The St. Clair Shores Hockey Association Player Enablement fund assists families with the cost of ice time when they cannot afford it. Ice rink rental time, depending on the day and time costs between \$140.00 and \$190.00 per hour, and the teams use between 3 and 4.5 hours of ice time a week. Divide the time amongst the 12-18 players over the course of a season, and the membership price easily reaches into the thousands of dollars. The Association provides equipment to those players that cannot afford it through a used-equipment program. The Hockey Association proposes to advertise the availability of the scholarship, accept applications, and determine the eligibility of the potential members. Funds will be disbursed dependent upon the number of applicants.

#### **MCWARM**

**Proposed 2023-2024: \$4,000.00**

**Available from prior years: \$0.00**

MCWARM helps families and individuals who are in need of assistance due to homelessness, loss of job, or other special needs. They open their doors at St. Margaret of Scotland on Monday, Wednesday, and Friday each week from fall through spring to provide shelter, warmth, a hot meal, clothing, showers, haircuts, laundry, and other assistance. There are approximately 75-100 people per day who use the service. The costs associated with the program including food, clothing, and bus tickets. No one is paid who works for MCWARM.

#### **Gilda's Club Metro Detroit's Lake House**

**Proposed for 2023-2024: \$4,500.00**

**Available from Prior Years: \$0.00**

In early 2019 The Lake House merged with Gilda's Club of Metro Detroit. Both were non-profit organizations serving people who have been touched by cancer. The merger of The Lake House with Gilda's Club provides more group meetings, wellness activities, social opportunities, and educational seminars to the Eastside population. There are over 500 members, and 140 are St. Clair Shores residents. The cost per member served is \$295.00, and the recommendation is to provide funding for 24 memberships to low-moderate income members who are 65 years or older. [www.milakehouse.org](http://www.milakehouse.org)

**Champ Life****Proposed for 2023-2024: \$1,000.00****Available from Prior Years: \$0.00**

The purpose of Champ Life is to assist in improving the lives of abandoned, abused, and neglected children in Wayne, Oakland, and Macomb County. Champ Life has ongoing weekly after-school programs for children in St. Clair Shores with the goal of providing a positive environment and with the hope of helping to shaped the happiness and morality of these children so they can grow into well adjusted, mature adults. Champ Life also provides children within the foster care system with the opportunity to go to summer camp. The cost of the camping experience is approximately \$500 per child for room, board, and a week’s worth of activities in a well-managed outdoor program.

**Blessings in a Back Pack****Proposed for 2023-2024: \$1,000****Available from Prior Years: \$0.00**

Blessings in a Backpack is a national program that expanded into Michigan in 2008. The program provides school-aged children, who receive their main meal at school during the week, a backpack containing enough food to provide six meals during the weekend. Each week, backpacks containing such foods as tuna, chicken, peanut butter, macaroni and cheese, beef ravioli, soup, oatmeal, fruit juices, fruit cups, and granola bars are distributed to qualifying children to take home. Currently, the program serves 130 of the qualifying children of Ardmore Elementary with the hope of expanding to more schools and the other school districts as funds allow.

**Administration****Proposed for 2023-2024: \$180,000.00****Available from prior years: \$0.00 by June 30**

This activity is used to reimburse the wages and fringes of the Community Development staff and the Senior Activity Center Staff that work either part or full time within the CDBG program. This activity can also be used to purchase items that are used solely for CDBG-related activities. In addition to funding the salaries of the CDBG employees, a small portion of this funding will also be used for conferences and workshops that are related to the CDBG program, purchase and/or replacement of small electronic equipment on an as needed basis, as well as other small costs directly related to the administration of the CDBG program. Additionally, the city’s Continuum of Care Coordinator, the Macomb Homeless Coalition, and the Fair Housing Center of Metro Detroit are also paid out of this fund. See below for further descriptions of these organizations. Finally, licensing, certifications, and conferences that are related to the job descriptions of CDBG employees are also reimbursed through this activity.

**Senior Center Parking Lot and Canopy****Proposed 2023-2024: \$884,723.10****Available from Prior Years: \$0.00**

The City Council has requested staff to develop a plan to expand the front entrance of the Senior Center for a covered canopy and to build a parking lot dedicated exclusively to the Senior Activity Center. Preliminary estimates for approximately 65 parking spaces, a turnaround loop, and a drop off location are about \$850,000.00. The project will be designed, bid out, and constructed over the next year.

Additional Programs Supported through CDBG:

**Macomb Homeless Coalition**

**Proposed for 2023-2024: \$20,000.00**

**Available from prior years: \$0.00 anticipated by June 30**

As the Lead Agency and HARA for Macomb County Continuum of Care, our member agencies and staff provide the following services for our neighbors in need; Emergency Shelter, Transitional Housing, Specialized Housing Programs, Youth Services, Homeless Prevention Program, Emergency Support Services, Family Support Services, and Supportive Case Management. The Macomb Homeless Coalition is also the Continuum of Care for St. Clair Shores, a necessary requirement to receive CDBG funding.

**Fair Housing Center of Metro Detroit**

**Proposed for 2023-2024: \$4,000.00**

**Available from prior years: \$4,000.00 anticipated to be spent by June 30**

The mission of the Fair Housing Center of Southeast & Mid-Michigan (FHC) is to end discrimination in housing and public accommodations and to promote accessible, integrated communities. FHC is dedicated to investigating complaints of illegal housing discrimination based on federal, state, and local fair housing laws, as well as resolving reasonable accommodation and modification requests for people with disabilities. Protected classes include race, color, religion, national origin, sex, disability, familial status (the presence of children), marital status, age, sexual orientation, gender identity, and gender expression. The Fair Housing Center provides investigative services, testing, advice, advocacy, conciliation, attorney referral, and community education in Clinton, Eaton, Hillsdale, Ingham, Jackson, Lenawee, Livingston, Monroe, Shiawassee, and Washtenaw Counties. All of their services are free.

Ms. Koto stated 15% of the grant can be used for public service organizations. The senior center plus all of the organizations they heard from either in writing or in person or both. She took the existing organizations and gave them a percentage of the total. The city is getting \$10,000 less than last year. She gave a \$1,000 allocation to anyone that is new. Champ Life and Blessings in a Backpack are new and that is why they are getting a \$1,000. The minimum is \$1,000.

The section 108 payment needs to be paid twice a year.

There will be \$200,000 for the homeowner rehab program. They are trying to ramp it up to \$250,000 a year. Last year was \$132,000 allocated towards it and this year will be \$200,000.

The senior center is getting \$85,000 a year.

She stated the allocations of each organization.

Ms. Koto mentioned that they were directed by the city manager's office per the direction of city council to allocate funds towards a new parking lot and canopy for the senior center. It will be a parking lot to or under a canopy so they can walk into the facility without having to face the elements as well as having a dedicated parking lot of about 60 parking spaces strictly for the senior center itself. It will service the senior center, and there will be spots closer to the fitness center. They have \$234,000 of this year's money and \$650,000 of last year's money for the parking lot. They were going to pave New York Street from Deziel to Joy. Now they are going to use local street funds to pay for it. That is where \$650,000 is coming from so they will use those funds for the senior center parking lot. A preliminary estimate came in at about \$800,000. This parking lot will be purely dedicated to the senior center because it has to service low to moderate income clientele. It will be south of the soccer field. They plan on breaking ground next spring. They cannot put any of this money towards public services.

Secretary Hanson stated she knows that the funds from the rehab program cannot go to the charitable organizations. The Planning Commission can recommend to take some money from certain organization and give it to another charitable organization. Secretary Hanson stated in regards to Gilda's house there are a lot of cancer support groups. She suggested taking \$2,000 from Gilda's house and give it to McWarm. They serve 900 meals a week. They service 100 people 3 meals a day three days a week for five months a year. That is about 18,000 meals, and it includes clothes, food, haircuts, medical, showers, etc. They don't do fundraisers. Gilda's house is not a local organization.

Commissioner Kalich asked why give to an organization if they don't show up. Ms. Koto stated that they cannot discriminate on the ability to show up at the meeting. The requests can come in a written format or a verbal format.

Secretary Hanson stated that with the Hockey Association they started with getting \$10,000. They have taken cuts for the last two years. Care House gets lots and lots of wealthy donors and a big payroll. The hockey association works with the children of St. Clair Shores. She wants to take \$2,000 from Care House and give to Hockey Association.

Secretary Hanson stated that when HUD visited for an audit, they pointed out the Hockey Player program was a great asset to the city.

Ms. Koto stated that Secretary Hanson is suggesting to reduce Gilda's Club to \$2,500 and increase McWarm to \$6,000, decrease Care House to \$4,000 and increase Hockey Association to \$6,000.

Ms. Koto stated that Wigs for Kids can only buy one virtual reality headset. It is a very small group of people who are served overall. Of that it is an even smaller group that are income qualified. Sometimes they will go a whole year or more that someone will be income qualified.

Secretary Hanson stated that every charitable organization can come in with a large amount and we can only give 15%.

Ms. Koto stated that some of these organizations' dollars go farther than others. She goes by need and who they are servicing. Amelia Agnes, they requested \$20,000 based on how many people they anticipate serving from St. Clair Shores and the cost it would be for them to get through the whole program to get them housed and employed. Their cost for service is different than Blessings in a Backpack which is for each kid so they would service more kids.

Ms. Koto stated that the rehab program will now have emergency grants up to \$5,000 and anything above will be a typical lien against the house. The other part of the program is Zero percent interest and a lien against the property. They do roof, windows, sewer repairs, plumbing repair, anything that is necessary. They can retro fit the bathroom and to make it ADA accessible. Mr. Blankenship stated that they have two rehab clients. They have an extensive list of people that is interested in the program. They anticipate to do 10 - 15 projects per year.

Commissioner Kalich is wondering why not increase the amount, why are we giving more to the senior center.

Ms. Koto stated people will find out that the program is available, they will go on a waiting list, but when it is time to request information, they don't want to do it. It is mildly financially invasive. In the past they use to make people be up to date on everything. They don't have to be up to date to qualify. If the coordinator notices that more is needed he will add it. They also do a lead paint check. They want to spend \$25,000 or less on each house so they can spread the funds around and serve more people. The lead remediation is at the expense of the city. We want to get people in the program.

Ms. Koto stated that in regards to the rehab loans after year 5 of having the loan it depreciates 20% per year and at year 10 the loan is forgiven. If you sell the house before the 5 years the lien is payable and it goes back into the funds. Ms. Koto stated that is where a lot of the senior center money is coming from. We earned about \$400,000 in income from the sale of homes and that part that had a lien on it is paid back to us. Sometimes they dump it into streets, sometimes they will do a special project like this. We have over 1 million dollars that is sitting out there in homes that people still own and will trickle in over time. She said the code enforcement department is the direct funnel for the rehab program.

Ms. Koto stated that right now senior who are visiting the senior center cannot pull right up to the door nor is there a covered area to drop someone off. They won't have to worry about snow and ice and slip and falls.

**A motion was made by Secretary Hanson and supported by Commissioner Kalich, to approve the request for approval of the 2022-2023 Community Development Block Grant Annual Action Plan and Budget to approve with the following changes; reduce Care House by \$2,000, increase the Hockey Association by \$2,000, reduce Gilda's Club by \$2,500 and increase MCWARM by \$2,500.**

**A ROLL CALL WAS TAKEN:**

**AYES: ALL**

**NAYS: NONE**

**ABSENT: HISON, STONIK, MAZZENGA**

**MOTION: PASSED**

**APPROVAL OF THE FEBRUARY 28, 2023 PLANNING COMMISSION MEETING MINUTES.**

**A motion was made by Secretary Hanson and supported by Commissioner Kalich, to approve the Planning Commission Meeting Minutes of February 28, 2023 Planning Commission Meeting.**

**A ROLL CALL WAS TAKEN:**  
**AYES: ALL**  
**NAYS: NONE**  
**ABSENT: HISON, STONIK, MAZZENGA**  
**MOTION: PASSED**

### **REPRESENTATIVE'S REPORT OF CITY COUNCIL MEETINGS**

Secretary Hanson stated that on March 5<sup>th</sup> they did approve the sports bar restaurant but she's not sure if they will do the coffee/ice cream. The design on top will be covered. Motion by Rubello and second by Accica. All approved.

Connie's on Greater Mack will have nine apartments, some one bedroom and some studios. The square footage would be anywhere from 450 to 650 sq. ft. They will have to go to the Zoning Board of Appeals. Motioned by Frederick, seconded by Accica. Motion passes.

On March 20<sup>th</sup>, 19 people came for the condo situation. They were there for 24101 Jefferson. Motioned by Vitale second by Rubello to table it. The audience was upset about the decision. Commissioner Hanson stated her dissatisfaction with some of Councilman Caron's statements during the March 20<sup>th</sup> City Council meeting. She stated that though the audience was upset about the condos proposed at 24101 Jefferson, they were not nearly as difficult as they were with the Planning Commission.

### **LIZ KOTO'S STAFF REPORT**

Ms. Koto stated that we awarded the contract to Spalding DeDecker to update the Master Plan, Capital Improvements Plan and Parks and Recreation Plan. So, over the course of the next year the Planning Commission will be involved.

There are no cases at this point.

### **AUDIENCE PARTICIPATION:**

Councilman John Caron stated he did not call the Planning Commission disparaging names. He added that making decisions about federal funding allocations should not be about personal relationships.

### **ADJOURNMENT**

**A motion was made by Secretary Hanson, and supported by Commissioner Jones, to adjourn the Planning Commission Meeting at 8:20 p.m.**

**A ROLL CALL WAS TAKEN:**  
**AYES: ALL**  
**NAYS: NONE**  
**ABSENT: HISON, STONIK, MAZZENGA**  
**MOTION: PASSED**

[THE PRECEDING MINUTES ARE A SYNOPSIS OF A PLANNING COMMISSION MEETING AND DO NOT REPRESENT A VERBATIM RECORD.]