

CITY OF WARREN  
PLANNING COMMISSION  
PUBLIC HEARING

Regular Meeting held on February 5<sup>th</sup>, 2024, at 7:00 p.m.,

A Regular Meeting of the Warren Planning Commission was called for Monday, February 5<sup>th</sup>, 2024, at 7:00 p.m., in the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan 48092.

Commissioners Present:

Sultana Chowdhury - Assistant Secretary  
Claudette Robinson  
Michelle Tutt  
Delwar Ansar  
Mahmuda Mouri – Secretary  
Merle Boniecki – Vice Chair  
Warren Smith – Chair  
Henry Newnan – Ex-Officio  
Melody Magee – Ex- Officio

Also present:

Michelle Katopodes – Planner III  
David Crabtree – Assistant Planner  
Amanda Mika – Assistant Planner  
Melissa Maisano – Administrative Secretary  
Mary Michaels - Assistant City Attorney  
Christie Laabs - Communications Department

1. CALL TO ORDER:  
Chair Smith - Calls the meeting to order at 7:01 p.m.
2. PLEDGE OF ALLEGIANCE:
3. ROLL CALL:
4. APPROVAL OF THE AGENDA:

MOTION:

A motion was made by Vice Chair Boniecki to approve, supported by Commissioner Tutt. A voice vote was taken and the motion carried unanimously.

5. APPROVAL OF MINUTES JANUARY 22<sup>nd</sup>, 2024:

MOTION:

A motion was made by Commissioner Tutt to approve, supported by Assistant Secretary Chowdhury. A voice vote was taken and the motion carried unanimously.

6. PUBLIC HEARING ITEMS:

Members of the audience who wish to address the Planning Commission this evening for a public hearing item may do so by first checking in with the court reporter at the right of the stage and will have three (3) minutes to speak.

A. SITE PLAN FOR NEW AUTOMATIC CONVEYOR TYPE CAR WASH, AND AMENDING THE HERITAGE VILLAGE PUD AGREEMENT FOR USE AND PARKING REQUIREMENTS:

Located on the west side of Mound Road; approximately 850 ft. north of Twelve Mile Road; Commercial Component "C" of Heritage Village Planned Unit Development (PUD); Section 8; 29505 Mound Road; Matt Levitt/Meijer, Inc. (Samantha Burgner/Alrig USA); PSP230043. **Postponed from January 22, 2024.**

The PETITIONERS PORTION:

Mr. Richard Sable – 38600 Van Dyke, Suite 220, Sterling Heights, Michigan. If the Planning Commission Members recall we were here a few weeks ago we asked for it to be tabled to work out the comments from the Planning Department. We sat down with the Planning Department and addressed those comments, and we came to adjusting the plan that's before you today based upon those comments. We fully support the recommendation by the Planning Department for approval.

And what we have before you to repeat is one, an amendment to the PUD agreement paragraph 6.7(D) VIII A to change from five spaces per 1000 gross square feet of building area to one space per 300 gross square feet of building area for parking.

Number two, for the declaration of easements exhibit Z, page 3. To clarify for the permitted uses for commercial parcel C and commercial parcel B to include automated car washes as a permitted use. Additionally, what was added on as a result of our meeting with the Planners over the past few weeks was for the signage provision which is a part of the addendum to the planned unit development agreement, which we provided the language for that part of commercial component C as it relates to the automated car wash which will be split from the commercial component C the following signages allowed.

Three wall signs 7 x 16 x 2 inches on the south, north and east side of the building. Those signs show on the site plans that were provided to the City Planners and that's what is before you today.

We also have our Planner here to address any specific questions that you have with respect to the site plan. We fully agree with the recommendations of the Planning Department based upon these revised plans. Thank you.

Secretary Mouri reads the following correspondence:

**TAXES:** Current.

**ENGINEERING:**

1. The area of disturbance for this site is greater than 1 acre and shall comply with the Storm Water Ordinance of the City of Warren. All storm water runoff shall be maintained on the site. Follow the City of Warren storm water standards specified under Ordinance 80-796. This includes detention, pre-treatment, bioretention cells, rate control, and infiltration. Infiltration testing is required on-site.
2. Show and identify the location of the proposed water stop box.
3. Soil erosion and sedimentation control permit or waiver shall be required for this site from the Macomb County Department of Public Works prior to construction.
4. Sanitary lead shall be SDR 23.5 or SCH 40 PVC in lieu of SCH 80 PVC.
5. The proposed storm pipe HDPE shall be identified as HDPE Sanitite HP.
6. Dumpster pad shall be minimum 8" concrete.

**AT&T:** (recv'd 1/23/24): AT&T does not object to this amendment, but we have facilities near the proposed work area. If conflicts are discovered, please contact Engineer Joe Sikoraki to discuss options. Js3649@att.com, 586-764-8261.

**FIRE:** Approves.

**DTE:** No Objection.

**MCPW:** No objection, prior to site plan approval, any proposed project that is under the jurisdiction of this office shall apply the Macomb County public works office design standards. It is advisable to schedule an engineering meeting with this office to discuss how our standards may apply. To schedule a meeting with this office please contact [heather.morin@macombgov.org](mailto:heather.morin@macombgov.org) please contact this office, should you have any questions 586-469-5910.

Ms. Michelle Katopodes reads the recommendation of the Staff:

**PUBLIC HEARING:**

Mary Clark CER-6819  
February 5<sup>th</sup>, 2024

Ms. Lori Harris – I'll provide my address privately to someone if they need it. I have been thinking a lot about this project and I hope that you have too. Seems to me that the last time that they were here the holdup was the number of stacked cars. I didn't hear if that was changed, if they agreed to what was said last time and I actually don't understand what stacked cars are unless it's just how many cars can be in line.

I'm still really concerned about this large area of a grocery store parking lot being taken up with a car wash. And the traffic to drive in if there's no entrance off of Mound with the amount of traffic that is going to be going into the shopping area. The road alongside that is kind of curved around and then people go out by the wing store. I'm just wondering if a traffic study would be beneficial. If they are anticipating 1000 cars to go through on a sunny day maybe we need to look at that. So I'd love for you to ask more questions not just approve it ask questions. Ask will there be any bushes or trees planted, who is in charge of cleaning up the parking lot when two people are sharing it like this.

And the other thing I want to say is why are we paying police officers to stand in the back of this meeting. What is so fearful? Was it someone who hollered from the auditorium, is that enough to put two police officers in the back of a meeting and waste resources like that. I think it's disgusting; they are not needed at a meeting like this. Thank you.

Mr. Henry Newnan – I'm a Warren City Councilman and a resident. I like the ideas that Lori was suggesting. Was it considered to have a separate turnout from Mound Road a special driveway for this. Perhaps you'll answer because I'm a City Councilman if you want, or if you don't want to that's okay too. Then having all the traffic routed through the parking lot maybe there should be a traffic study done to figure out would there need to be a new lane routed through the parking lot. Right now there's a two lane road along the perimeter away from Meijer's is that just going to be gobbled up by this operation? I'm curious I think those are really good questions.

Also the share of responsibility of keeping the area clean. We were just having a joint meeting with Zoning and say you have a plan for commercial properties that are supposed to water their grass and plant X number of trees of different varieties who is going to be responsible for going back and checking that the plan was properly implemented. We noticed that in many cases commercial operations are just deciding well we don't want those trees in there anymore and they just chop them down. It doesn't seem like there's

any accountability. I'm very curious as to the coordination of that and if there isn't coordination perhaps the City Council should be doing something in order to make sure if it's a blight problem that Blight is following up with it. I hope we'll have some answers thanks.

Chair Smith – Thank you Councilman Newnan. I'd like to recognize Councilman Newnan and Councilman Magee, welcome to our meeting.

MOTION:

A motion was made by Vice Chair Boniecki to approve, supported by Commissioner Robinson.

COMMISSIONERS PORTION:

Secretary Mouri – I think I was interested in the same thing that was brought up especially if there's not a way on Mound Road, do you want to speak a little bit more about the traffic?

Mr. Alejandro Fernandez – So how we've seen traffic development on multiple sites of this nature that we propose car washes don't tend to generate new traffic trips on the surrounding areas they more rely on passed by trips that already exist on the surrounding roads. So someone's not going to go out of their way to just simply go and wash their car, at least not normally. What tends to happen is in this case they would visit Meijer and do some shopping and, on their way, out they would get their car wash in addition to what they came on site to do. So we don't expect a lot of additional traffic to be generated.

Commissioner Robinson – So you're not going to have signage on Mound Road of the car wash. If you're going to have acknowledgement of the car wash how high would the posting be that a car wash is there, can you see it from Mound Road?

Mr. Alejandro Fernandez – The building will be visible from Mound Road, and we will have signs that's showing the elevations of the building.

Commissioner Robinson – How many feet are we talking about here?

Mr. Alejandro Fernandez – The building is currently at 35.3 feet which meets zoning requirements.

Commissioner Robinson – And the sign would be?

Mr. Alejandro Fernandez – Up at the top close to the top of the building.

Commissioner Robinson – So it won't be highly visible to the Mound Road traffic you'd have to come in in order to know that a car wash was there, is that correct? Nothing will be visible on Mound that's what I'm trying to determine.

Mr. Alejandro Fernandez – You mean as to signage?

Commissioner Robinson – Yes.

Mr. Alejandro Fernandez – I don't believe we are going to propose a sign it will be if anything part of the existing monument sign.

Commissioner Robinson – Thank you.

Chair Smith – I noticed that the road that comes around the side where the entrance and the exit is was like the outer perimeter road. And I know at the one corner where it comes across by the north west corner where you've got the traffic sign there that's going to be turning into a four way stop, but that shouldn't affect any traffic that's going to be coming in and out of the car wash?

Mr. Alejandro Fernandez – No, it shouldn't.

Chair Smith – The other thing as far as shrubs and trees or whatever you're going to plant for greenery what we require on that is everything is automatically irrigated, which means you have to provide ways to irrigate it so it doesn't die.

Mr. Alejandro Fernandez – Correct.

Chair Smith – I had some questions about the three lanes going into the one lane and I talked to the Planning Department this morning about it. I know one lane is an express lane it reads your license plate and you go through, then you've got one where you can use a credit card and one where you can pay cash. I know when they had the two double drive-thru where people would pay one person would go then the other person would go afterwards, they alternate. A lot of times it depends on how they pay like if you go to Mc Donald's or something the person that pays first ends up going first and they blend in together. When you have the three lanes blending in I was a little concerned on how they could do that without causing confusion because the third lane is not really paying they are already a paid member.

It was explained to me which you can maybe explain to the Commission that you're going to have arms that come down with signal and they won't allow the car to proceed until there's enough room to allow for another car to be in there, is that similar to what I'm thinking or can you explain a little bit more.

Mr. Gabe Schuchman – That's exactly how it works. If you can tell there's an attendant booth that exists as well so you'd have two people. You'd have somebody that's manning the three pay stations. In addition to that, before you come inside the car wash itself there's two people that stand there as well just to make sure you're getting the right wash that you lined up for. So there's two checks and balances that exist just to make sure we are letting people in and out of the line appropriately, making sure you're getting the appropriate car wash as well.

Chair Smith – Thank you.

Mr. Gabe Schuchman – There was one other question that was brought up about the cleanliness of the site. Part of our agreement with Meijer is we self-maintain our own lot and in addition to that we pay Meijer's an additional fee so they have additional staffing to promote the cleanliness of the lot as well, so there's two ways to double check that as well.

Secretary Mouri – What are the hours?

Mr. Gabe Schuchman – It's a nine to nine operation.

Secretary Mouri – And you'll have employees there from nine to nine?

Mr. Gabe Schuchman – Correct, and then also one critical item that was brought up at the last meeting was a question of vacuums. I double checked and they will be shut down at nine o'clock. So there will be no vacuums after nine p.m. And the vacs that create the decibel levels those are within concreted closures to make sure there's no issues for any residents and surrounding areas.

Secretary Mouri – Thank you.

ROLL CALL:

The motion carried as follows:

Vice Chair Boniecki.....	Yes
Commissioner Robinson.....	Yes

Assistant Secretary Chowdhury.....	Yes
Commissioner Tutt.....	Yes
Commissioner Ansar.....	Yes
Secretary Mouri.....	Yes
Chair Smith.....	Yes

- B. AMENDMENT TO APPENDIX A, ARTICLE IV-A: Proposed ordinance amending Appendix A; Article IV-A, Division III, Section 4A. 13; Signs not requiring a permit. The proposed amendment would exempt permit requirements for public artwork commissioned by the City of Warren as part of its Placemaking with Art Initiative. Approved on September 11, 2023. This is an amendment to Section 4A. 13 so that public artwork commissioned by the City of Warren as part of its Placemaking with Art Initiative will not require a permit, but will require written notification of the City's Building Division; and an amendment to Section 4A. 14 to make it clear that public art work commissioned by the City of Warren as part of its Placemaking with Art Initiative is not a prohibited sign.

Ms. Mary Michaels – I'll try and represent the work of Laura Sullivan as best I could. This is part of an ongoing initiative for some time Laura has worked with TIFA on creating a mechanism for murals to be located within the city to enhance the aesthetic.

I think the initiative is to locate some commercial properties, lease the property, then commission an Artist and the Artist would be working with the commission and there's an ordinance that creates that commission.

This ordinance that Laura prepared before the Commission tonight would remove the requirement for a permit. So the public art would not require a permit and it would also not be a prohibited sign. So in other words the created license wouldn't be restricted. I think that sums it up, it's a pretty interesting initiative.

Secretary Mouri – There are no correspondence.

Ms. Michelle Katopodes reads the recommendation of the Staff:

MOTION:

A motion was made by Commissioner Robinson to approve, supported by Vice Chair Boniecki.

COMMISSIONERS PORTION:

Commissioner Robinson – This is another way to streamline City Government instead of going through layers of approval. I think it's good.

Chair Smith – I also think it's a good idea we have a lot of talented people in this state and the way things are going in the world today a lot of them express how they feel through their work. I think it may help some people that need to be lifted up.

ROLL CALL:

The motion carried as follows:

Commissioner Robinson.....	Yes
Vice Chair Boniecki.....	Yes
Assistant Secretary Chowdhury.....	Yes
Commissioner Tutt.....	Yes
Commissioner Ansar.....	Yes
Secretary Mouri.....	Yes
Chair Smith.....	Yes

C. AMENDMENT TO ORDINANCE NO. 30; APPENDIX A, ARTICLE II DEFINITIONS AND ARTICLE IV GENERAL PROVISIONS

RELATING TO BASEMENTS: Section 2.02 – Basement Definition & Size of Residential Dwellings, Section 4.26. The proposed ordinance amends the definition of basement to be consistent with the international code book used by many city departments. Additionally, the proposed ordinance amendment removes the requirement that multi-family developments have a basement. After consulting with the relevant City departments, this requirement is no longer necessary.

Ms. Mary Michaels – This is an ordinance that Caitlin Murphy worked on in response to a request from Mr. Wuerth. Evidently in the planning process it was becoming confusing whether or not all multi family units had to have a basement. It was impairing a lot of development and causing maybe too many variances. So in response I know Ms. Murphy had consultation with Planning and Zoning and drafted an ordinance that would actually eliminate the need for a basement and all multi family developments. It eliminates a lot of confusion.

Secretary Mouri – There are no correspondence.

Ms. Michelle Katopodes reads the recommendation of the Staff:

MOTION:

A motion was made by Vice Chair Boniecki to approve, supported by Assistant Secretary Chowdhury.

**COMMISSIONERS PORTION:**

Vice Chair Boniecki – I live by Palmer Woods and when they did that and put basements in it was on a wetland, so it disrupted all the residents around it they had flooded basements until it was addressed. So I think for that to it will open the doors that not everybody has to put it on because it says they do.

Ms. Mary Michaels – Just so the Commission is aware the final ordinance will include an updated definition of basements based on the international code. So in the final version that goes to the Council it will be there.

Chair Smith – I know in the past there has been some issues with having to put in a basement because construction expenses and things like that. So if they are not required to then that would make it easier for a lot of the developers to do their projects.

**ROLL CALL:**

The motion carried as follows:

Vice Chair Boniecki.....	Yes
Assistant Secretary Chowdhury.....	Yes
Commissioner Robinson.....	Yes
Commissioner Tutt.....	Yes
Commissioner Ansar.....	Yes
Secretary Mouri.....	Yes
Chair Smith.....	Yes

- D. **SITE PLAN FOR ADDITIONAL DRIVE-THRU AND CANOPY PLUS PARKING LOT RESURFACING:** Located at the northeast corner of Eight Mile Road and Sherwood Avenue; Section 33; 6711 East Eight Mile Road; Anthony Joseph/White Castle Michigan LLC (Laurent Mansperger/Archall Architects LLC); PSP240001.

**PETITIONERS PORTION:**

Mr. Matt Wimbury – It’s White Castle at Eight Mile and Sherwood we are reconditioning the building basically. The outside, inside, front room and new parking lot and updating the LED lighting in the building and exterior basically a full remodel.

Secretary Mouri reads the following correspondence:

**TAXES:** Current.

**ENGINEERING:** (rec'd 1/22/24): Preliminary review of this site yielded no comments from the Engineering Division.

**FIRE:** Approves.

**DTE:** No Objections.

**MDOT:** Both sides of M-102 (Eight Mile Road) are handled out of our Detroit TSC Office. A right of way construction permit would be required for all work including lane/sidewalk closures that impact the right of way of M-102. Please feel free to pass my contact information to the property owner/applicant. Stacie Percell permit agent, Detroit TSC 1040 W Fort Street, Detroit, MI 48217, phone number 313-643-0852.

Ms. Michelle Katopodes reads the recommendation of the Staff:

PUBLIC HEARING:

Ms. Lori Harris – I only have a couple of comments. The renderings look lovely. I'm wondering if the doorways and things will be adjusted and if they are accessible for those people that need accessibility. I'm more concerned that it sounds like there are a bunch of issues that need to get settled before this can be approved. If there are differences in the lot split and there are important things to handle it doesn't sound like it's something you should approve right now it sounds like they should take care of those issues then come back. That's just my input thank you.

MOTION:

A motion was made by Commissioner Robinson to approve, supported by Vice Chair Boniecki.

COMMISSIONERS PORTION:

Secretary Mouri – I did have a quick question about ownership, it did say there is two different owners, is that a correct statement?

Mr. Alan Panley – Hello, I'm the Civil Engineer for the project. I am not sure I am unable to answer that.

Mr. Matt Wimbury – The drive thru are listed elsewhere as part of the ownership, but the building and the lot is owned by White Castle.

Chair Smith – According to Madame Secretary you are going to have to take care of that situation because it has to be under one owner, right?

Ms. Michelle Katopodes – The statement is regarding a lot split that took place years ago and that could be something that we could address upon approval.

If you look at the plan it's that piece that's yellow around it they've already kind of accepted it out but it's that piece of property. And then before like 2014 it was going to be combined with some property to the south which is owned by somebody else. They own that whole piece of property along with that piece that has yellow highlighted around it, but they're not even using that as part of this property so that was the split from 2014. So just for them to maybe look at that piece of property, the one highlighted in yellow and see if they still intended to split that off if that's what they were desiring to do, but they own all that.

Secretary Mouri – So even if we go ahead with approving this today, they still haven't met with the Planning Commission yet?

Ms. Michelle Katopodes – No, but this doesn't affect that site itself, it's that piece that's in yellow that they are not planning to use with this property that was the part of potential split from before.

Commissioner Tutt – So the part in yellow has nothing to do with what we are voting on today.

Ms. Michelle Katopodes – It's all part of this site, they own all this, it's all part of their property, it's not part of the White Castle itself, they are not using it for this development.

Commissioner Tutt – Thank you.

Mr. Matt Wimbury – If that's what we are talking about is the yellow, that's a commercial building there on that lot right now. It's been in operation for like a machine shop for the past year ago, I've been at White Castle for 23 years and I've worked in this building for that long and that's a commercial building. If it's east of the parking lot there's a commercial building there already in place, it's a machine shop so we no longer own that property.

Chair Smith – The way you're doing the drive thru this time is a lot better than the way you had it before. I don't know if you owned it at that time, but what they did is have the drive thru window then the second drive thru was on the other side of that little island, curb, and then they had a conveyor that went up and went across and came over and came down and the people had to get their stuff out of the tray. That disappeared after a while because I think they might have

had some problems with the conveyor part of it, so this is a lot better design I believe.

Mr. Matt Wimbury – Yes, it merges traffic a lot better.

Chair Smith – What are your hours of operation?

Mr. Matt Wimbury – 24 hours.

Chair Smith – I think it’s going to look nice and something that will be beneficial for the neighborhood. I know how the double drive thru seems to work I’ve been in a few of them, and they do work well. Thank you for bringing this to us.

ROLL CALL:

The motion carried as follows:

- Commissioner Robinson..... Yes
- Vice Chair Boniecki..... Yes
- Assistant Secretary Chowdhury..... Yes
- Commissioner Tutt..... Yes
- Commissioner Ansar..... Yes
- Secretary Mouri..... Yes
- Chair Smith..... Yes

7. CORRESPONDENCE:  
None at this time.

8. OLD BUSINESS:  
None at this time.

9. BOND RELEASE:  
None at this time.

10. NEW BUSINESS:  
Selection of a Planning Commission representative for the following committees: Master Plan Committee, By-Laws and Rules of Procedure Committee, PUD Review Representative.

Secretary Mouri – Last time I did mention, I don’t mind having the vacant position in the Master Plan Committee.

Chair Smith – We noted that, so we still have a vacant position for the By-Laws of Rules Procedure Committee.

Vice Chair Boniecki – I’ll volunteer for the By-Laws Committee.

Commissioner Robinson – I'll volunteer for the Master Plan Committee.

Assistant Secretary Chowdhury – You're already on it.

Commissioner Robinson – The question I have, before I fully commit how often is it required to meet for this committee?

Chair Smith – Well it varies when we were putting it together before we had certain meetings that we had to attend, so it varied it wasn't like it was set in stone.

Commissioner Robinson – Like every other month or so?

Chair Smith – It's hard to say, when it comes up again we will get together and set a schedule for the different meetings to go through the different things.

Vice Chair Boniecki – I'll volunteer for the By-Laws.

Chair Smith – We need a volunteer for the PUD Review. If no one fills it at this time then the alternate would take over that position which is Commissioner Robinson, unless someone else would also like to be on the PUD?

Commissioner Robinson – The Non-Motorized Transportation Plan is that something new because I don't recall seeing this before?

Chair Smith – It deals with the bicycle lanes.

Commissioner Robinson – We touched on this last year or so, so this is a continuation of where we left off.

Chair Smith – The first part of it on Van Dyke from Eight Mile that was just a temporary thing to see what was going to happen. We see some of the problems with it because people don't abide by the lines but there are other things that could be put into place to make it safer for the residents to ride their bicycles.

Commissioner Robinson – I thought this was all part of the Van Dyke Steering Committee because we talked about it in great length with the Van Dyke Corridor so this is like an offshoot from that?

Chair Smith – This is part of it, this is just the first part of that plan that non-motorized goes all the way through Warren.

Ms. Michelle Katopodes – Mr. Chair, do you want me to explain these two plans.

Chair Smith – Yes.

Ms. Michelle Katopodes – The greenspace conservation plan and the non-motorized transportation plan recently we just selected the consultants but they still need to go to Council. The attorney's office is working on the contracts that will go to Council soon, but these haven't started yet. This is for the RFP review panel and committees for these new plans, these would be new plans that were approved in the budget last year, they haven't started yet. You were on the Van Dyke Corridor Plan and you attended some of those meetings that was a different plan this is city wide. These are two city wide type projects that haven't started yet.

Commissioner Robinson – Okay.

Secretary Mouri – Can we leave the PUD Review Representative as vacant because Commissioner Robinson is the alternate and she takes the main position who would be the alternate?

Chair Smith – Does anyone want to be the alternate on that?

Commissioner Robinson – I'll take on the challenge.

Chair Smith – If someone else wants to be the alternative then we can contact you at that point.

Secretary Mouri – Do these meetings overlap with each other?

Chair Smith – No.

Secretary Mouri – Then I can be the alternate.

Chair Smith – Okay let me see if this is correct. Master Plan Committee – Commissioner Robinson, Chair Smith, Secretary Mouri, Commissioner Tutt is the alternate.

By-Laws and Rules of Procedure Committee – We have Vice Chair Boniecki, Chair Smith, and Secretary Mouri.

PUD Review – We have Secretary Mouri and Commissioner Robinson.

Council of Commissions – We have Vice Chair Boniecki, and Commissioner Tutt.

Steering Committee for Van Dyke Corridor – We have Commissioner Robinson.

RFP Review Panel: Greenspace – Secretary Mouri.

RFP Review Panel: Non-Motorized Transportation – We have Commissioner Robinson.

MOTION:

A motion was made by Commissioner Tutt to approve the nominations, supported by Assistant Secretary Chowdhury.

ROLL CALL:

The motion carried as follows:

Commissioner Tutt.....	Yes
Assistant Secretary Chowdhury.....	Yes
Commissioner Robinson.....	Yes
Commissioner Ansar.....	Yes
Secretary Mouri.....	Yes
Vice Chair Boniecki.....	Yes
Chair Smith.....	Yes

11. CITIZEN PARTICIPATION:

Ms. Lori Harris – I want to thank you for serving on the Planning Commission. I want to remind you that on the City website under the direction of the Planning Commission the Planning Department is charged with the responsibility of providing professional advice and service in implementation of the City’s Master Plan. As key advisors to the Planning Commission, City Council and other city commissions and authorities their goal is orderly and continued positive growth in the City of Warren.

Under the direction of the Planning Commission the Planning Department answers to you. If you don’t ask questions and you don’t think through things and just approve them because you think you have to then you’re not doing the right job.

You approved an ordinance that wasn’t completed yet. When Ms. Michaels said just so you know when the ordinance is done it will have a different description in it. Why are you approving something that’s not complete, that doesn’t make sense. I want to encourage you to take seriously the fact that you have more control than you

think you do. Right now you just act like a rubber stamp instead of actually doing your job of implementing the Master Plan and having comments.

I asked at the last meeting, I would really like you to move audience participation to the beginning of the meeting rather than at the end so if there are things that aren't public hearings but are minor amendments people could speak on those during audience, so I'd like you to consider that.

These ordinances could have been included in your agenda so even though we don't get to see site plans in the agenda something like these ordinances could be actually put on the agenda and people could read that and if they had input for that they could do that. I'm actually surprised that those ordinances didn't go to Zoning first, is someone could explain why they came to Planning first. Those are my comments, I guess I'll just keep saying this to you don't be a rubber stamp. Thank you.

12. PLANNING COMMISSION BUSINESS:

**A) Planning Director's Report:**

Ms. Michelle Katopodes – Since the last Planning Commission Meeting on January 22<sup>nd</sup>, the Planning Staff met with representatives pertaining to new potential projects. We also met with the Meijer representatives here tonight before they submitted the revised plans. On January 25<sup>th</sup>, members of the planning staff including Amanda, Dave and myself attended an ESRI information, overview and training session. That's a software company that has the program called Arch GIS, which is Geographic Information System. So basically, there was training from many city departments to help better understand the use for their products and how we can use it for mapping and data analysis.

On January 31<sup>st</sup>, I attended, along with Susan in the office, an all-day training at the FOP Hall. This training was pertaining to surviving an active shooter and de-escalation in verbal diffusion with difficult individuals. Also Assistant Planner Amanda Mika recently completed the Michigan State University extension citizen planner program through the self-paced online version. So if any of the Planning Commissioners have any questions about the self-paced online program I'm sure that she could answer any of those questions for you.

Also, today was Melissa Maisano's first day of work and she's the Planning Departments new Administrative Secretary. With the

addition of Melissa, the Planning Department now has seven full-time individuals. I'll read off our full-time staff and the different titles. We have Shirley Taylor, Office Assistant, Susan Heydel, Administrative Clerk, Melissa Maisano, Administrative Secretary, Assistant Planner Amanda Mika, Assistant Planner David Crabtree, and I'm Michelle Katopodes and I'm the Planner III and the Planning Director Ron Wuerth. So this ends the report, if you have any questions let me know, thank you.

Commissioner Robinson – So we are fully staffed congratulations.

Ms. Michelle Katopodes – Thank you.

Chair Smith – I'd like to welcome all of our new team members, we'll try and keep everybody informed of what's going on and try to make this work. Thanks Ms. Michelle.

**B) Planning Commission Discussion and Concerns:**

None at this time.

13. CALENDAR OF PENDING MATTERS:

None at this time.

14. ADJOURNMENT:

MOTION:

A motion was made by Vice Chair Boniecki to adjourn, supported by Commissioner Tutt. A voice vote was taken and the motion carried unanimously.

The meeting was adjourned at 8:03 p.m.

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Warren Smith, Chair

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Mahmuda Mouri, Secretary

Meeting recorded and transcribed by  
Mary Clark - CER-6819

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