

CITY OF HUNTINGTON WOODS  
REGULAR MEETING OF THE PLANNING COMMISSION  
DRAFT MINUTES  
**March 28, 2022**  
7:00 p.m.  
In Person Meeting – Huntington Woods Commission Room

**Vice Chairman Rick Polan called the Meeting to order at 7:05 p.m**

**PRESENT:** Sheldon Kohn, Rick Polan, Jill Ingber, Bob Paul, Gail Linden

**ABSENT:** Blake Moore (excused), Mike Wright (excused), Chris Golembiewski (excused),  
Todd Sperl (excused)

City Staff Present: Zoning Administrator, Hank Berry.

**APPROVAL OF AGENDA**

**Moved by Kohn and seconded by Linden to approve the March 28, 2022, agenda.**

**Ayes: Kohn, Polan, Ingber, Linden, Paul**

**Nays: None**

**The Motion Carried.**

**APPROVAL OF MINUTES**

**Moved by Kohn and seconded by Ingber to approve the February 17, 28, 2022, minutes.**

**Ayes: Kohn, Polan, Ingber, Linden, Paul**

**Nays: None**

**The Motion Carried.**

**AGENDA ITEMS:**

**Matter of Site Plan Review for an addition to the Gross Residence at 10464 Talbot.**

Architect Michael Gordon on behalf explained the plan, materials and design.

Hank Berry went over the requirements and the need for a variance. He explained the code as it applied to the plan. He pointed out the variance criteria and numbers and what would be the ask from the ZBA.

**Vice Chair Polan then opened up the meeting for public participation.**

Steve Ingber, 10445 Talbot - Gave his support for the addition as it stands in the drawing. He is a neighbor across the street.

**Seeing no more public participation, the matter was then closed to public participation.**

Kohn questioned whether Comissioner Jill Ingber had a relationship with the applicant as they are neighbors that could potentially influence her vote. She stated that she felt confident in her ability to make an unbiased opinion.

**Kohn made a motion to proceed with the meeting with consideration of the plan based upon the representation of Jill Ingber, that her proximity to the site will not influence her vote.**

**The motion was seconded by Paul.**

**Ayes: Kohn, Polan, Ingber, Linden, Paul**

**Nays: None**

**The Motion Carried.**

Paul: The front porch detail is a nice addition to the front. It is inline with the houses around it. I don't have any issues with the plan now that they have added the shutters.

Kohn: There were a couple notes made about the presence of materials, but that has been reasonably explained.

Kohn: Can you explain to me again, is there a material change to the footprint?

Berry: the porch is being added to the front of the house which adds to the lot coverage.

Kohn: Subject to ZBA approval, which we cannot promise you, I have no problem with the plan.

Ingber: I am in favor of the plans. They are consistent with the aesthetics of the street.

Linden: Did you say that you have changed the materials of the windows? Are only the windows as represented with mutton bars, the ones with mutton bars-- not the ones in the back?

Gross: Correct. The ones in the back are existing.

Linden: okay, I don't have a problem.

Polan: Where are the shutters going?

Gross: On all of the front windows

Polan: How does the proportionally fit on the upper windows?

Polan: Is there a way to meet the square footage without the shutters?

Berry: Wood windows.

Polan: In my mind the shutters clutter up what is otherwise a very nice front elevation.

Berry: You can do wood windows which are clad, or you can do vinyl windows but there is a huge cost difference there.

Gordon: it would be in their purview to approve vinyl windows with no shutters?

Berry: it states that any combination of three or more coins, mutton bars, keystones over windows and doors, shutters, pulled brick details, brick rowlocks, or soldier coursing, trim boards for sided wall, windows, natural materials - wood windows can be clad, siding other than vinyl on permitted sided projects or any other architectural as deemed appropriate by the planning commission. So if the Planning Commission could find another detail that they would find appropriate, in this plan to approve, then they could still get you your any combination of the three or more.

Polan: Does the stacked stone in front count as a natural material?

Berry: Is it real stone?

Gordon: Yes.

Berry: That would be up to the Planning Commission.

Ingber: Hank, can you define the first term?

Berry: Quoins - it's a brick detail. None of the brick detail would apply here. The reason we talked about shutters was because it was the least expensive and the least invasive option for that. Wood windows you are looking at every bit of double the cost.

Berry: Another option you could do is put shutters only on the upper left side, and not the right. Since the left side comes out further, it would be on the same plane.

Ingber: I personally would be fine accepting the stone on the existing house as one of the components.

Polan: I am in agreement.

**Ingber made a motion to accept the existing stone as one of the components to make up the bonus square footage.**

**Paul seconded the motion for discussion.**

Paul: My first question is, have we ever done this before?

Berry: No

Paul: I have a problem with setting a precedent like this.

Kohn: I concur with that, so it may be appropriate to withdraw the motion.

Polan: Then I would rather it go with the variance and then come back to us for a vote.

Berry: If they get the variance, then they do not need to come back to the Planning Commission.

Polan: I would rather plans be updated for a variance to show the shutter as we're describing it and moving the window and us not approve that sketch before seeing it on paper. So then you would go to the Zoning Board of Appeals to get the variance for lot coverage, and then come abc to the planning commission.

Berry: Then they would need to get a variance for lot coverage and house size.

**Ingber: I withdraw the motion.**

**Paul: I'll accept.**

Berry: Now you can either find another characteristic, you can accept the shutters as presented, or it can be postponed.

Kohn: What is the sense of the homeowner?

Gross: I would really love to do the shutters in a way that we can pass it.

Kohn: I would like to get a sense of the commission if we were to have shutters on the second floor.

Kohn: I make a motion that we will approve the plan with the addition of shutters on the second floor, and the centering of the window on the right side of the house and subject to the approval of the zoning board of appeals for lot coverage variance.

Paul: I second the motion.

Ingber: I think the window on the right being centered would be fine.

Linden: I like the shutters on the second floor.

**Motion by Ingber seconded by Paul to approve the site plan for Gross Residence at 10464 Talbot with the addition of shutters to the second floor, and the centering of the right side window, and subject to the approval of the zoning board of appeals for lot coverage variance..**

**Ayes: Kohn, Polan, Ingber, Linden, Paul**

**Nays: None**

**The Motion Carried.**

## **Review of Priority List for The Master Plan**

Berry: There is a couple ways we could go about this discussion. We could have the discussion and you could rank them, or we can start the ranking process and come up with it however you would like. Ultimately I'd like to have 3 high priority, 3 medium priority, and 3 low priority items. Another thing is that when we started looking at this, and planning it, I did not anticipate four members would be missing at this point in time. It would be whatever the pleasure of the planning commission is, although we'd like to get started on something. We are missing almost half of the planning commission this evening, so if you would like to table it to the next meeting or you can have a discussion and then see where you want to go with this. The longer we wait on this, the less chance we have of getting this job done this year.

Polan opened it up for discussion among the commission members.

Paul: Since we are missing so many people it makes sense to wait until you have a complete planning commission to really rank the entire thing but I appreciate the fact that you want to start working on something. I am going to throw out one that I really think is very important and very timely. That would be talking about the pedestrian crossings along 11 Mile Road as well as Coolidge. I think there is interest in both Oak Park, and Berkley. Working on this project together, I think there's potential for grant money to do a study, so I think it's timely and important.

Kohn: I have no objection to that particular suggestion being high on the list, but I think we need - I don't think we can just do that. I think we need more input in terms of studies, and where Berkley stands on the matter. If we can express the priority of that approval, it's up to the city commission to allocate the resources that are necessary to get more information and research on the matter. The residential downspout thing, I don't know that we need anymore input from that. It seems to me that is something that can be done in relatively short order. But if we're ready to do that, and the same thing with re-zoning 11 mile and Woodward, the southwest corner. I don't see what other information we might need in order to make it consistent with the rest of what we've already decided to do in terms of transitional district along Woodward. It seems to me that those are things that could be knocked down with very little effort. I think there are some things here that need more explanation with more members present to discuss. What are visual guidelines? I don't know what visual guidelines are.

Ingber: How did we get down to 14 items on the list? How did it get whittled down?

Berry: At the last meeting, I was asked to distill this list down from 50 things into things that the Planning Commission could reasonably be expected to have some impact with the understanding

that the City Commission is going to control what dollars and cents would be spent on this. We are looking to distill this list down to 9 from 14. When we're saying we want to get going on some of this stuff, even a simple change is a 3 month deal because the Planning Commission has to vote on it, I have to advertise it, the City Commission has to vote on it, and there's an additional 20 day wait after it's been voted on. It has to be advertised and properly noticed.

Ingber: I agree that we don't have enough representatives here to discuss it but what if we requested everybody on the Planning Commission to sort of to vote, maybe by email, before the next meeting.

Berry: We can't do that. It would violate public access / open meetings regulations.

Ingber: I don't mean vote, I mean rank them. I think if everybody could express their priorities and that way we could come to a little bit of a consensus before the next meeting. I don't mean an official vote from the commission.

Berry: Just as long as it comes back to me, and not a reply all. I could assemble the data at that point and explain that this is how the items were ranked. One of a couple things could happen - I can send a communication to the city commission to authorize a study for a safe routes to school, and see how much that would cost.

Linden: I think we need more of us here in order to do it. Whether it's everybody submit their list and whether it's 9 or whatever number and you rank them in order of importance.

Motioned to table the conversation until next meeting by Sheldon Kohn. Seconded by Jill Ingber.

Kohn withdrew the motion for the purpose of discussion. Ingber supported.

Paul: I think that it is worth our suggestion that Hank starts to work on the safe routes to school, and see what interest the city commission has.

Berry: Mr. Chairman, if I could make a suggestion seeing as there's interest in me starting something to get the ball rolling. I might suggest that someone make a motion for me to be able to do that, and then table the rest of the process until the next meeting.

**Linden motioned that Hank gets start looking at children crossing safety so that can be looked into and presented to the city commission.**

**Seconded by Paul.**

**Ayes: Kohn, Polan, Ingber, Linden, Paul**

**Nays: None**

**The Motion Carried.**

Ingber motioned to table the remaining priorities on the list until the next regular planning commission meeting. Linden seconded the motion.

**Ayes: Kohn, Polan, Ingber, Linden, Paul**

**Nays: None**

**Absent: Moore (excused), Golembiewski (excused), Sperl (excused), Wright (excused).**

**The Motion Carried.**

The meeting was opened and closed to public participation as there was no public present at this point in the meeting.

**ADJOURNMENT:**

**Moved by Gail Linden and seconded by Jill Ingber to adjourn the Planning Commission meeting.**

**Ayes: Kohn, Polan, Ingber, Linden, Paul**

**Nays: None**

**The Motion Carried, meeting adjourned at 7:50 pm.**

Submitted

Amy Berry - Recorder