

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting Agenda
December 13, 2011
7:30 p.m.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **ACCEPTANCE OF AGENDA**
5. **RECOGNITION OF COUNCIL REPRESENTATIVE/S**
6. **APPROVAL OF MINUTES:**
Planning Commission – 11/22/11
7. **SIGNAGE APPEAL: BLUE BOOK/TOWAR PRODUCTIONS, 19803 MACK AVENUE:**
 - A. Memo – 11/06/11 Building Official (Tutag)
 - B. Letter of Request – 12/06/11 – Embree Sign Co. (D. Embree for Applicant)
 - C. Signage Application – 12/05/11
 - D. Proposed Signage Dimensions
 - E. Site Plan w/proposed Signage
 - F. Photos (3) – CEO Prieur
8. **INFORMATION ONLY: PLANNING COMMISSION ATTENDANCE – 2012 MONTHLY COUNCIL MEETING SCHEDULE:**
Memo – 12/06/11 Building Official (Tutag)
9. **BUILDING OFFICIAL'S MONTHLY REPORT:**
Building Department Report – November 2011
10. **COUNCIL REPORT:**
Commission Member Fuller
11. **INFORMATION ONLY - COUNCIL REPRESENTATIVE FOR NEXT MEETING:**
Commission Member Gilezan
12. **NEW BUSINESS:**
Sub-Committee Reports:
2020 Plan (Chair Hamborsky/Vitale/Fuller/Gilezan)
Special Sign Ordinance (Chair Vaughn/Evola/Fuller)
13. **ADJOURNMENT**

Submitted by: Gene Tutag, Building Official 313-343-2426

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT) POSTED
AND COPIES GIVEN TO NEWSPAPERS

Notice: The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to said meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or calling the A.D.A. Coordinator or the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313)343-2445; or Telecommunications Device for the Deaf TDD) (313)343-9249.

6.

PLANNING COMMISSION
11/22/11 – 043

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, NOVEMBER 22, 2011, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:36 p.m. by Chair Vaughn.

Roll Call: Chair Vaughn
Dickinson, Evola, Gilezan (7:46 pm), Hamborsky, Richardson, Vitale

Absent: Fuller

Also Present: Building Official Tutag
City Attorney C. Berschback
Recording Secretary Babij Ryska

Motion by Evola, seconded by Vitale, that Commission Members Fuller and Gilezan be excused from tonight's meeting.

MOTION CARRIED by the following vote:

YES: Dickinson, Evola, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Fuller, Gilezan

The Commission, Administration, and audience Pledged Allegiance to the Flag.

Motion by Dickinson, seconded by Evola, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

MOTION CARRIED by the following vote:

YES: Dickinson, Evola, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Fuller, Gilezan

Chair Vaughn welcomed Council Member Ketels, as Planning Commission Representative and Council Members Shetler and Koester for being in attendance at tonight's meeting.

Motion by Richardson, seconded by Evola, regarding **Approval of Minutes**, that the Planning Commission Meeting Workshop minutes dated September 27, 2011 and the regular meeting minutes dated October 25, 2011 be approved.

MOTION CARRIED by the following vote:

YES: Dickinson, Evola, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Fuller, Gilezan

PLANNING COMMISSION
11/22/11 – 044

The first item on the agenda was a **Sign Appeal: Telly's Place, 20791 Mack Ave.** Building Official Tutag provided an overview of the application, noting that due to the number of factors that do not comply with the ordinance, administration does not recommend approval. Discussion ensued regarding the aesthetics of the proposal. Evans Telegadas, owner, was present to answer questions.

Motion by Dickinson, seconded by Evola, regarding **Sign Appeal: Telly's Place, 20791 Mack Ave.**, that the Planning Commission, upon review of the signs, has determined that allowing an exception of the provisions of Chapter 32 of the City Code would be in the best interest of the city and not against the spirit and intent of Chapter 32, and recommend that the City Council approve the variance request with the following provisions:

- the wall color on the front of the building remain the same;
- the signs remain unilluminated.

A substitute motion was proposed to include an additional provision.

Substitute motion by Evola, seconded by Vitale, regarding **Sign Appeal: Telly's Place, 20791 Mack Ave.**, that the Planning Commission, upon review of the signs, has determined that allowing an exception of the provisions of Chapter 32 of the City Code would be in the best interest of the city and not against the spirit and intent of Chapter 32, and recommend that the City Council approve the variance request with the following provisions:

- the wall color on the front of the building remain the same;
- the signs remain unilluminated; and
- the graphics and messaging on the signs remain the same.

MOTION CARRIED by the following vote:

YES: Dickinson, Evola, Hamborsky, Richardson, Vaughn, Vitale

NO: Gilezan

ABSENT: Fuller

The first item on the agenda was a **Sign Appeal: Farm Bureau Insurance – Colleen Dyer Agency, 20879 Mack Ave.** Building Official Tutag provided an overview of the application, noting that if the sign were placed on the front of the building it would comply with the ordinance, administration recommends approval. Discussion ensued regarding the structure of the sign. Mark Gibson of Majestic Sign & Design, on behalf of Colleen Dyer, was present to answer questions.

Motion by Dickinson, seconded by Evola, regarding **Sign Appeal: Farm Bureau Insurance – Colleen Dyer Agency, 20879 Mack Ave.**, that the Planning Commission, upon review of the signs, has determined that allowing an exception of the provisions of Chapter 32 of the City Code would be in the best interest of the city and not against the spirit and intent of Chapter 32, and recommend that the City Council approve the variance for the following reasons:

PLANNING COMMISSION
11/22/11 – 045

- The 25 square foot proposed sign on the north wall is within a reasonable scale to the 115 foot wall and other buildings;
- The north elevation of the building is adjacent to the parking lot giving the same view of the wall if the building were on the corner facing Ridgemont;
- The proposed sign is of a level necessary to identify the business and its product;
- This sign could be located on the front elevation, which is 20 feet in length as opposed to 115 feet without a variance.

MOTION CARRIED by the following vote:

YES: Dickinson, Evola, Gilezan Hamborsky, Richardson, Vaughn, Vitale
NO: None
ABSENT: Fuller

The next item on the agenda was **Continued Discussion: Solar Panels**. Building Official Tutag provided a draft Solar Panel / Wind Energy Ordinance. The purpose of the ordinance is to give the City some guidelines to regulate such alternative energy installations. Discussion ensued regarding the content of the draft ordinance. The Planning Commission requested that this item be postponed until the January 2012 meeting with the intent of having an expert in the field make a presentation to the Commission for educational purposes.

The next item on the agenda was the **Building Official's Monthly Report**. Mr. Tutag reported the following:

- Grosse Pointe Theatre Group is looking for a 31000 square foot permanent performing arts location.
- Home improvement permits are steady.
- Currently at a 94% occupancy rate.
- Four potential business moving in on Mack Ave.
- The Rivers project is progressing, in the process of reviewing condominium plans. Demolition is slated to begin in January.
- University Liggett is beginning their \$2.9 million construction project.

Commission Member Evola gave the **Council Report**:

November 7, 2011

- Nothing to report pertaining to the Planning Commission.

November 14, 2011

- Council accepted the Planning Commissions recommendation that no ordinance changes be made regarding resale establishments.

PLANNING COMMISSION
11/22/11 – 046

The following **Subcommittee Reports** were provided:

- **2020 Plan** – Nothing to report.
- **Special Sign Ordinance** – Nothing to report.

Hearing no objections, the following items were heard under **New Business**:

- Chair Vaughn requested of Council Member Ketels, a process by which to fill the vacancy that currently exists on the Planning Commission. This topic is slated to be discussed at a Committee of the Whole meeting, Council Member Ketels will report back at next meeting

Motion by Evola, seconded by Vitale, to adjourn the Planning Commission meeting at 9:40 p.m.
Passed unanimously.

7A

CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT

MEMORANDUM

TO: Planning Commission
FROM: Gene Tutag, Building Official
DATE: December 6, 2011
SUBJECT: Sign Variance for Blue Book, 19803 Mack Avenue

An application to install four wall signs at the Blue Book, 19803 Mack Avenue was denied by the Building Department as the new signs are in violation of Chapter 32 as follows:

Section 32-17 – Combination of signs

- (a) A building shall be limited to a maximum of two signs from the following classifications:
- (1) Wall sign.
 - (2) Ground and pole sign.
 - (3) Pylon sign.

Two existing box cabinets are currently on the front of the building and will be refaced in accordance with the code, and with the required permit. The installation of two additional wall signs on the Mack Ave elevation of the building brings the total number of wall signs to four, as stated above two wall signs are permitted.

Section 32-13 – Wall signs

- (c) Wall signs upon building fronts containing up to 40 feet of building frontage shall not exceed three feet in height or a maximum of 30 square feet in size.

The proposed “the little blue book” wall sign is 3’ 4” in height.

The proposed signs are otherwise compliant with Chapter 32.

The Blue Book, is appealing the denial of the permit. As stated in Section 32-32, the Planning Commission in accordance with Section 32-32, will be reviewing the attached application for appeal and provide a recommendation to the City Council.

The City Council may grant an exception if there is a finding that the exception would be in the best interest of the city and that the exception would not be against the spirit and intent of the sign ordinance.

Section. 32-32 – Appeal of denial of permit

Any party who has been refused a sign permit after review by the building official or planning commission for a proposed installation or has been notified by the city to remove an existing sign may file a claim of appeal with the city clerk. Such claim of appeal shall be accompanied by an appeal fee as currently established or as hereafter adopted by resolution of the city council from time to time or a fee structure designated by the administration and approved by the city council by resolution, payable to the general fund of the city. The city council may grant such appeal and allow an exception to the provisions of this chapter upon a finding that such an exception would be in the best interests of the city and not against the spirit and intent of this chapter. If the building official denies a sign permit, or if a variance is requested, the appeal or variance request will first be reviewed by the planning commission, which will provide a recommendation to the city council.

The spirit and intent of the sign ordinance is listed in the objectives found in section 32-1 as follows:

Section 32-1 – Purpose and objectives

The purpose of this chapter is to create the legal framework for a comprehensive and balanced system of signage in the city to facilitate communication between people and their environment and to avoid the visual clutter that is potentially harmful to community appearance, traffic and pedestrian safety, property values and business opportunities. To achieve this purpose, this chapter has the following objectives:

- (1) Protect the aesthetic quality of the city.
- (2) Promote the appearance of an early American colonial motif within the commercial business district of the city.
- (3) Protect the general public from damage and injury caused by the distractions, hazards and obstructions caused by excessive signage.
- (4) Preserve the value of property by ensuring the compatibility of signage with surrounding land uses.
- (5) Keep signs within a reasonable scale with respect to the buildings to which they relate.
- (6) Prevent off-premises signs from conflicting with business, residential and public land uses.
- (7) Prevent the placement of signs in a manner, which will conceal or obscure other signs or adjacent businesses.
- (8) Keep the number of signs and sign messages at the level reasonably necessary to identify a business and its products.
- (9) Prevent hazards due to collapse, fire, collision, decay or abandonment of signage.
- (10) Provide signage that will harmonize with the building upon which it is placed and the adjoining properties.

The applicant states that the signs are tastefully done and will enhance the business identification. They are asking that the Planning Commission to allow them the same courtesy as Telly's to install four signs.

The signs that the applicant is proposing would be considered by some to be tastefully done, artistic, look good and blend into the building.

The grant of a variance is not recommended:

- 1) The signs exceed the level of the number of allowed signs by 100%.
- 2) The height of the signs exceeds the allowable height by 4".
- 3) The wall the signs are to be installed on is not of great length nor height that they exceed a reasonable scale with respect to the building.

12.6.11

GPW. CITY BLDG. DEPT.

DEAR SIR:R MADAM:

ACTING ON BEHALF OF "THE LITTLE BLUE BOOK,"
THEY ARE REQUESTING ADDITIONAL SIGNAGE
FOR THEIR NEW OFFICES AT 19803 MACK AVE.

THE (2) EXISTING SIGNS WILL HAVE NEW
LEXAN PANELS AND ARE VERY SMALL, (1'x8' SIGNS)
AND DO NOT ALLOW MUCH ROOM FOR LETTERING
OF OUR 2 COMPANY NAMES "BLUE BOOK"
AND "TOWER PRODUCTIONS."

AS YOU CAN SEE BY THE SKETCH, THE SIGNS
ARE TASTEFULLY DONE AND WILL ENHANCE OUR
BUSINESS IDENTIFICATION AS WELL AS THE CITY'S.

WE NOTICED TELLY'S BURGERS & GRILL RECEIVED
A SIMILAR VARIANCE AND LOOKS VERY NICE

AND WE ARE ASKING THE FINE CITY OF
Grosse Pointe Woods TO ALLOW US THE SAME

COURTESY.

BEST REGARDS,
AGENT: Dave Geller



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

4 Signs 7c

~~PAID~~ REC'D

DEC 05 2011

SIGN PERMIT APPLICATION

SIGN APPLICATIONS ARE REVIEWED BY THE PLANNING COMMISSION AT THE REGULARLY SCHEDULED MEETING ON THE FOURTH TUESDAY OF EACH MONTH. APPLICATIONS MUST BE RECEIVED BY THE BUILDING INSPECTOR BY 12 NOON, 21 DAYS BEFORE THE MEETING. ACTUAL COLOR RENDITIONS AND A LETTER OF REQUEST MUST BE SUBMITTED. RENDITIONS MUST INCLUDE CROSS CUTS, HEIGHT AND WIDTH DIMENSIONS, AMPAGE BEING USED, DIMENSIONS OF LETTERING, SQUARE FOOTAGE OF SIGN, LOCATION OF SIGN RELATIVE TO THE BUILDING IT IS BEING PLACED ON, AND THE DISTANCE THE SIGN WILL BE FROM THE BUILDING. 14 COPIES OF THE COLOR RENDITIONS AND A LETTER OF REQUEST ARE REQUIRED AT THE TIME OF SUBMITTAL.

APPLICANT INFORMATION

NAME: THE LITTLE BLUE BOOK TELEPHONE #: _____
BUSINESS NAME: BLUE BOOK FAX #: _____
BUSINESS ADDRESS: 19803 MACK

SIGN ERECTOR

E-MAIL: _____
BUSINESS NAME: EMBREE SIGN CO. TELEPHONE #: 313 300 3896
CONTACT NAME: DAVE EMBREE FAX #: _____
ADDRESS: 22312 HARPER AVE. S.C.S. LICENSE #: _____

SIGN DESCRIPTION

TYPE: REPLACEMENT PANELS (2) 2 WALL ID PLAQUES
BUILDING WIDTH: 40' SIZE OF SIGN: see print
(Wall Sign depth not to exceed 8")
MATERIAL IN FACE OF SIGN: LEXAN
COLOR COMBINATIONS: WHITE LETTER, BLUE BKGD.
SINGLE FACE: ☒ DOUBLE FACE: _____ LETTERING STYLE: script
ILLUMINATION: Interior _____ Exterior _____ LETTERING COLOR: WHITE
NUMBER OF MESSAGE UNITS: per spec LETTERING HEIGHT: 6"

Denied

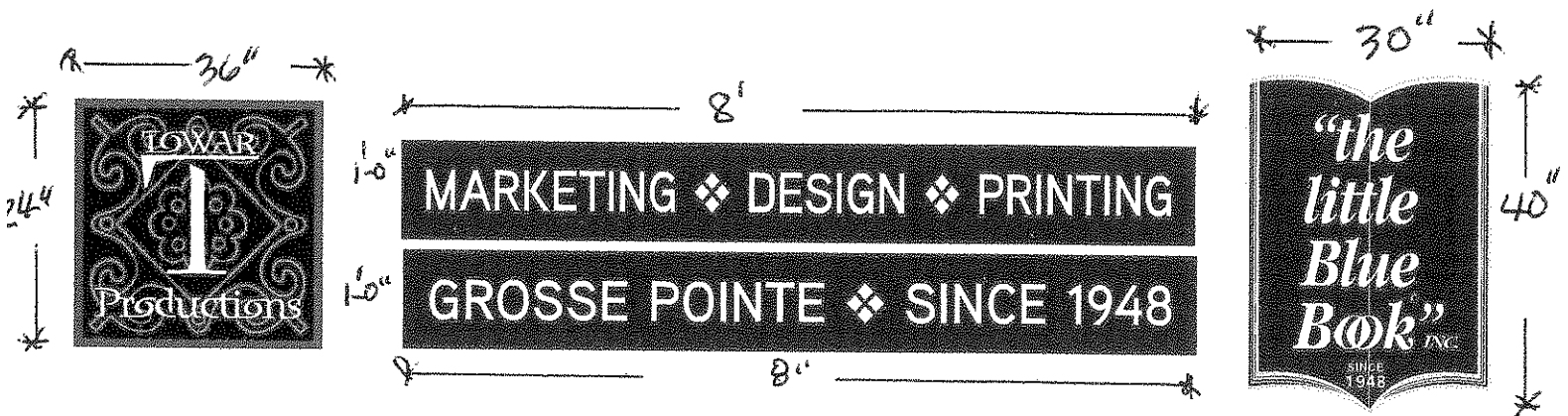
① 32-13(C) Sign #4 exceeds 3' in height

② 32-17 Allow 2 wall signs
4 proposed

Dave Embree
Applicant's Signature

[Signature]
Received By (Building Dept. Representative)

70



Reflex Blue C

19803

EXISTING

ILLUMINATED
SIGNS

NEW
PHOTOS
ONLY

7E



12.05.2011

EMBREE SIGN CO.

22312 HARPER AVE SCS MI
586-777-2252







CITY OF GROSSE POINTE WOODS**BUILDING DEPARTMENT****MEMORANDUM**

TO: Planning Commissioners

FROM: Gene Tutag, Building Official

DATE: December 6, 2011

SUBJECT: PC Attendance for 2012 City Council Meetings

City Council meetings are held on the first and third Mondays of each month at 7:30 p.m.
A Planning Commission member is required to attend such meetings:

MONTH	DATES	PC MEMBER
January	9 - 16	Gilezan
February	6 - 20	Hamborsky
March	5 - 19	Richardson
April	2 - 16	Vaughn
May	7 - 21	Vitale
June	4 - 18	<i>Vacant</i>
July	2 - 16	Dickinson
August	6 - 20	Evola
September	10 - 17	Fuller
October	1 - 15	Gilezan
November	5 - 19	Hamborsky
December	3 - 17	Richardson

**City of Grosse Pointe Woods
BUILDING DEPARTMENT
Monthly Financial Report – November 2011**

Permits Issued:	177	
Rental Certificates:	15	Total Amount: \$ 59,418
Vacant/Foreclosure:	0	

CODE ENFORCEMENT

Abandoned/Foreclosure Compl. Notices Issued:	3
# of Complaints Investigated by Code Enforcement:	19
Closed Due to Compliance:	12
Open for Longer Compliance Time:	7
Citations Issued:	71
Early Trash Notices:	7
Code Violation Notices to Residents:	26
Tall Grass Notices Issued:	0
Stop Work notices to Contractors (working w/o permit):	20
Outside Storage:	8

NEW BUSINESS

Flashpointe Photography LLC, 20927 Mack Avenue