

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting Agenda
November 22, 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 Workshop – 09/27/11
 - Planning Commission – 10/25/11
7. **SIGN APPEAL: TELLY'S PLACE, 20791 MACK AVE:**
 - A. Memo – 11/16/11 – Building Official (Tutag)
 - B. Application - 07/25/11 – City Graphics/Evans Telegadas
 - C. Letter of Request – 07/25/11
 - D. Photos (4) – CEO (Prieur)
8. **SIGN APPEAL: FARM BUREAU INSURANCE – COLLEEN DYER AGENCY, 20879 MACK AVENUE:**
 - A. Memo – 11/16/11 – Building Official (Tutag)
 - B. Application – 11/27/11 – Majestic Signs
 - C. Letter of Request – 11/18/11 – Farm Bureau Ins. (Dyer)
 - D. Photo – 11/18/11
 - E. Photo – CEO (Prieur)
9. **CONTINUED DISCUSSION: SOLAR PANELS**
 - DRAFT Memo – 11/09/11 – Building Official (Tutag)
10. **BUILDING OFFICIAL'S MONTHLY REPORT:**
 - Building Department Report – October 2011
11. **COUNCIL REPORT:**
 - Commission Member Evola
12. **INFORMATION ONLY - COUNCIL REPRESENTATIVE FOR NEXT MEETING:**
 - Commission Member Fuller

13. **NEW BUSINESS:**

Sub-Committee Reports:

2020 Plan (Chair Hamborsky/Vitale/Fuller/Gilezan)

Special Sign Ordinance (Chair Vaughn/Evola/Fuller)

14. **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.

PLANNING COMMISSION WORKSHOP
09-27-11 – 02

MINUTES OF THE PLANNING COMMISSION WORKSHOP MEETING HELD ON SEPTEMBER 27, 2011 IN THE COUNCIL/COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 6:41 p.m. by Chair Vaughn.

Roll Call: Chair Vaughn
Dickinson, Evola, Fuller, Hamborsky (6:50 pm), Richardson, Vitale (6:56 pm)

Absent: Gilezan

Also Present: Building Official Tutag
Recording Secretary Babij Ryska

Attendance: Council Member Ketels (7:17 pm)

The first item on the agenda was concerning **Continued Discussion: Section 50-370(2)(h) of the Code Pertaining to Used and Secondhand Goods**. Building Official Tutag gave an overview of the section in question and did not recommend any changes to the ordinance at this time. It would be difficult to regulate secondhand and resale shops. Additionally, changing the Zoning ordinance and permitting this type of use would require the Master Plan to be revised.

Building Official Tutag distributed a memo drafted by Chair Vaughn. The Commission briefly discussed how the other Grosse Pointes handle this type of use. They also discussed the current vacancy rate in our Commercial District and the implications of allowing this type of business. Consensus of the Committee was to recommend no changes to the Zoning Ordinance.

The Planning Commission Workshop meeting was unanimously adjourned at 7:24 p.m.

PLANNING COMMISSION
10/25/11 – 041

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, OCTOBER 25, 2011, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:34 p.m. by Chair Vaughn.

Roll Call: Chair Vaughn
Dickinson, Fuller, Gilezan (7:38 pm), Hamborsky, Richardson, Vitale

Absent: Evola

Also Present: Building Official Tutag
Recording Secretary Babij Ryska

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

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Evola, Gilezan

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

Motion by Dickinson, seconded by Fuller, 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, Fuller, Hamborsky, Richardson, Vaughn, Vitale

NO: None

ABSENT: Evola, Gilezan

Chair Vaughn welcomed Council Member Ketels, as Planning Commission Representative.

Motion by Dickinson, seconded by Fuller, regarding **Approval of Minutes**, that the Planning Commission Meeting minutes dated September 27, 2011 be approved.

MOTION CARRIED by the following vote:

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

NO: None

ABSENT: Evola, Gilezan

The first item on the agenda was **Discussion: Solar Panels**. Building Official Tutag provided multiple ordinances relating to the topic from various municipalities. He began the discussion by indicating that small wind and solar renewable energy systems are becoming more prevalent.

PLANNING COMMISSION
10/25/11 – 042

To be proactive, it is advisable that the city establish regulations that would accommodate this trend while preserving the aesthetics and safety of the community. Discussion among the Commission Members ensued and it was determined that Building Official Tutag will draft an ordinance for the Commission's review.

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

- The Presidential Primary Election falls on the same day as the February 28, 2012 Planning Commission meeting.
 - The Planning Commission unanimously agreed to **change the meeting to February 29, 2012 at 7:30 p.m.**
- Received plans for University Liggett project, they will be starting soon.
- The Rivers project is slated to begin early 2012.
- There are a number of new businesses moving in on Mack Ave.

Commission Member Dickinson gave the **Council Report:**
October 3, 2011

- Nothing to report pertaining to the Planning Commission.

October 17, 2011

- Nothing to report pertaining to the Planning Commission.

Commission Member Evola will attend the Council meetings in November.

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:**

- Commission Member Dickinson voiced concern that the owner of the Lakeshore Mammography building removed the boulders and landscaping and replaced it with pavement. He recalled when efforts were made to remove pavement to put trees and landscaping along Mack Ave. Building Official Tutag reminded the Commission that the rights of way on Mack Ave. are governed by Wayne County, so the City has little control over them.

Motion by Gilezan, seconded by Hamborsky, to adjourn the Planning Commission meeting at 8:55 p.m. Passed unanimously.

7A

CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT

MEMORANDUM

TO: Planning Commission
FROM: Gene Tutag, Building Official GT
DATE: November 16, 2011
SUBJECT: Sign Variance for Telly's Place, 20791 Mack Avenue

Two wall signs were installed at Telly's Place, 20791 Mack Avenue, without the required permits. The owner was notified; an application was submitted and subsequently 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.

One wall sign is currently on the front and one on the Hawthorne side of the building. The installation of these two additional wall signs on the Mack Ave elevation of the building brings the total number of wall signs to 4, 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 wall signs are 5' 6" in height.

The owner of Telly's Place, Evans Telegadas, is appealing the denial of the permit. As stated in Section 32-32, the Planning Commission in accordance with Section 35-35, 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 signs that the applicant has installed without permit would be considered by some to be tastefully done 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 83%
- 3) The wall the signs are installed on is not of great length nor height that they exceed a reasonable scale with respect to their buildings to which they relate.
- 4) The signs were installed without city approval or permit.
- 5) The signs can be relocated to the interior of the building.

**BUILDING
DEPARTMENT
COPY**

RECEIVED

**GROSSE POINTE WOODS
SIGN PERMIT APPLICATION**

JUL 25 2011

78

CITY OF GROSSE PTE. WOODS

BUILDING DEPT.

Per Chapter 32 of the City's Sign Ordinance, provide two copies of actual color renderings (include photo of building w/sign imposed) to the Building Department. Show lettering font/s, cross cuts, sign and lettering dimensions, amperage being used, total square footage of sign, location of sign relative to the building it is being displayed on, trademark/logo information, and distance the sign will be from the building are required with this application. ***NOTE: Property Owner's approval signature is required.**

GPW Business Information:

CONTACT PERSON: EVANS TELECADAS

PHONE: 313-478-4539

BUSINESS NAME: TELLY'S PLACE INC.

E-MAIL: _____

FAX: 313-881-3481

BUSINESS ADDRESS: 20791 MACK AVE

***PROPERTY OWNER'S APPROVAL:**

EVANS TELECADAS
Property Owner NAME (please print)

Evans Telcadas
Property Owner SIGNATURE

Sign Company Information:

NAME/CONTACT: CITY GRAPHICS

PHONE: 586-293-8066

CONTACT NAME: MARK

E-MAIL: _____

FAX: 586-293-6634

ADDRESS: 16585 13 MILE RD. FRASER LICENSE #: _____

Sign Description:

TYPE: 1/4" ACRYLIC MOUNTED TO BUILDING

BUILDING WIDTH: 40' SIGN DIMENSIONS: 2 SIGNS - 5'x6' - 4'x6'

MATERIAL IN FACE OF SIGN: BLACK ACRYLIC

COLOR COMBINATIONS: BLACK & CHAMPAGNE

SINGLE FACE: ☒ DOUBLE FACE: ☐ FONT STYLE: _____

ILLUMINATION: INTERIOR ☐ EXTERIOR ☐ FONT COLOR/S: NONE

NUMBER OF MESSAGE UNITS: 1 HEIGHT OF FONT: _____

Applicant's Name & Signature: Evans Telcadas

Received by: _____ Date: _____

APPROVED BY: _____ Date: _____

Building Official (313-343-2426)

Variance Application Fee - \$150 ~ Please see Section #32-32 Appeals

32-11

DENIED

32-4

32-17 - 4 WALL SIGNS OEO ALLOWS MAX OF 2
2 WALL SIGNS INSTALLED w/o permit

32-13(c) signs
exceed 3' in hgt

RECEIVED

AUG 09 2011

CITY OF GRASSIE PTE. WOODS
BUILDING DEPT.

7c

To the Planning Commission:

Telly's Place is requesting a variance concerning the two etchings that were installed on the front wall of the building. They were designed to cover over two doorways that had been bricked in years ago. The building is 70 years old and you could see the outline of the two old doorways because the bricks did not line up. So for cosmetic reasons the etchings were designed to hide the imperfection. We have received many compliments from our customers on the new look and we believe they are tastefully done and blend into the building.

Sincerely,

Erin Tellez









8A

CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT

MEMORANDUM

TO: Planning Commission
FROM: Gene Tutag, Building Official *GT*
DATE: November 16, 2011
SUBJECT: Sign Variance for Farm Bureau Insurance, Colleen Dyer Agency
20879 Mack Avenue

An application to install a sign on the north wall of 20879 Mack Ave has been denied by the Building Department as the new sign is in violation of Chapter 32 as follows:

Section 32-13 – Wall signs

- (f) Wall signs upon sides of building shall not exceed three feet in height or a maximum of 12 square feet in size.

The proposed LED illuminated wall sign contains 25 square feet in size. All other relevant requirements of the sign ordinance are met.

The owner of Farm Bureau Insurance, Colleen Dyer, is appealing the denial of the permit. As stated in Section 32-32, the Planning Commission in accordance with Section 32-35, 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.

In reviewing the requested variance one needs to consider the size of the proposed sign in relation to the area and length (115 feet) of the wall to which it will be attached. This sign could be installed on the front elevation without a variance. The north elevation of the building is adjacent to the Ridgemont parking lot, so even though it is an interior lot has the same view as if the building fronted onto the street.

The installation of this sign and grant of the requested variance is consistent with the goals and objectives of Chapter 32 and approval is recommended:

- 1.) The proposed sign size of 25 square feet installed on the north wall which measures 115 feet in length is within a reasonable scale with respect to the buildings to which they relate.
- 2.) The north elevation of the building is adjacent to the open space of the Ridgemont parking lot giving the same view of the wall if the building were on the corner facing Ridgemont.
- 3.) The proposed sign is of a level necessary to identify the business and its product.
- 4.) This sign could be located on the front elevation which is much smaller 20 feet as opposed to 115 feet in length with out a variance.

REC'D 8B
SEP 27 2011
CITY OF GROSSE POINTE WOODS

**GROSSE POINTE WOODS
SIGN PERMIT APPLICATION**

Per Chapter 32 of the City's Sign Ordinance, provide two copies of actual color renditions (include photo of building w/sign imposed) to the Building Department. Show lettering font/s, cross cuts, sign and lettering dimensions, amperage being used, total square footage of sign, location of sign relative to the building it is being displayed on, trademark/logo information, and distance the sign will be from the building are required with this application. ***NOTE: Property Owner's approval signature is required.**

GPW Business Information:

CONTACT PERSON: Colleen Dyer **PHONE:** 313.884.2695
E-MAIL: cdyer@fbinsmi.com
BUSINESS NAME: Colleen Dyer Agency **FAX:** _____
BUSINESS ADDRESS: 20879
26978 Mack Ave

***PROPERTY OWNER'S APPROVAL:**
Matthew M. Fontana
MATTHEW M. FONTANA -
Property Owner NAME (please print)

Matthew M. Fontana
Property Owner SIGNATURE

Sign Company Information:

NAME/CONTACT: Majestic Sign & Design **PHONE:** 586.413.0213
E-MAIL: mgibson@majesticsignmi.com
CONTACT NAME: Mark Gibson **FAX:** _____
ADDRESS: 32432 Dequindre Warren, mi 48092 **LICENSE #:** _____

Sign Description:

TYPE: Dimensional Plastic letters

BUILDING WIDTH: _____ **SIGN DIMENSIONS:** 27" x 138"=25sq.ft

MATERIAL IN FACE OF SIGN: Dimensional Plastic letters

COLOR COMBINATIONS: Black, Red

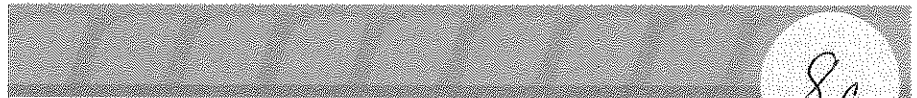
SINGLE FACE: ☒ **DOUBLE FACE:** ☐ **FONT STYLE:** Arial, (Farm Bureau Farmers Logo)

ILLUMINATION: **INTERIOR** ☐ **EXTERIOR** ☒ **FONT COLOR/S:** Black

NUMBER OF MESSAGE UNITS: _____ **HEIGHT OF FONT:** 3.5" - 8.75"

Applicant's Name & Signature: Colleen I. Dyer Colleen Dyer

Received by: [Signature] **Date:** 9-27-11



November 18, 2011

Colleen Dyer, Agent
20879 Mack Avenue
Grosse Pointe Woods, MI 48236
PHONE: 313-884-2695
FAX: 313-884-2685

WWW.COLLEENDYERAGENCY.COM

City of Grosse Pointe Woods Planning Commision

I am requesting a variance and approval from the Planning Commission regarding the sign for my business. Farm Bureau Insurance, Colleen Dyer Agency, located at 20879 Mack Avenue, Grosse Pointe Woods.

The reason for the request is due to the exposure on the building as well as the size of the sign. The size allowable on the front of the building is different than the side. This building has a very large side exposure and the size allowable is small and a sign that size would look out of place, as well as it's more accessible and easy to see for my existing clients as well as future clients.

The company that I have hired Majestic Signs explains below.

If you reference than attached layout/photo of her proposed sign you'll note that the font stroke of many of the letters of the logo are just too narrow to go the size the city permits and still allow an LED light module to be mounted within the narrow channel of the letter housing of those letters. For instance, please refer to the "right arm" of the letter "U" in the word "insurance". That right arm is just too narrow at the size the city will permit for the north size of the building to fit any sort of available LED light to be mounted in that space. The same holds true for the left arms of the letter "A" found 3 times throughout the logo...

As you know, without a light installed throughout each portion of the letters of the sign, the sign would only partially light up at night creating dark shadows and appear dingy. Therefore the sign would be less effective than Colleen needs for her business. Plus it would distract rather than enhance the cohesive look of the city's existing businesses and not complement the image the city is trying to maintain for itself.

I am very committed to this location and to the City of Grosse Pointe Woods, and respectfully request approval.

Thank ;you,

Colleen I. Dyer, President
Colleen Dyer Agency

| 27" x 138" = 25sq.ft. |

8D



195"

231"

WALL

21"x134"-4" DEEP RACEWAY

3" WIDTH

BLACK JEWELITE LETTER OUTLINE & EDGE PROFILE OF LETTERS

.75" GAP

FARM BUREAU
INSURANCE
COLLEEN DYER AGENCY

RECEIVED

NOV 18 2011

PT. WOODS
BUILDING DEPT.



8E



9

CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT
MEMORANDUM

TO: Planning Commission
FROM: Gene Tutag, Building Official
DATE: November 09, 2011
SUBJECT: Solar Panels / Wind Energy Ordinance Outline

BACKGROUND

At the meeting on October 22, 2011, the Planning Commission considered the need to establish regulations for solar and other alternative energy installations within the city. During the discussions, the Commission recognized, while the existing standards of the zoning ordinance could be applied to these installations and devices, the unique nature of this technology presents the need for specific standards. Also, the trend toward increasing interest in alternative energy sources warrants new regulations for the various types of equipment and devices that have been uncommon or non-existent in our area in the past.

In developing this outline of proposed regulations many ordinances from jurisdictions across the country were reviewed. The various alternative energy systems that are available were researched. Based on this review, we found that solar is the only type of alternative energy system that is feasible in our area that presents design issues that should be regulated by zoning. The wind resources, existing tree line, and relatively small established lot areas in our community do not make wind power a cost-effective energy source. Any proposals for wind turbines within the City would be regulated by the standard height and setback limitations of the zoning ordinance. Installations of other types of alternative energy systems (i.e. geothermal) are not readily evident and can be treated the same as standard mechanical equipment from a zoning perspective.

The preferred location for mounting solar panels is on the roof of a structure, or within a building-integrated system. When the panels cannot be mounted on a roof due to efficiency or aesthetic considerations, ground mounting may be necessary. Solar panels or solar thermal collectors should be permitted in all zoning districts and standards for their location established. The standards should minimize views of these installations from public streets and residential properties, and afford a degree of safety for first responders that may come in contact with the equipment or need to have access to a roof.

Solar panels are an increasingly common source of power for sign and site lighting. Provisions to allow solar panels up to 20 square feet in size to be used for this purpose could be included.

Discussions included permitting installations that are visible from the street; this should only be allowed when they are designed to match the shape, proportion, and slope of the roof.

Some of the ordinances reviewed are rather lengthy and get into issues addressed elsewhere in the zoning ordinance or in another code (i.e. building or electrical). The attached outline addresses most of the issues discussed and will adequately regulate solar energy systems within the community without becoming overly burdensome that the installation of these systems is discouraged.

Ordinance Outline (for discussion only):

Definitions add to Section 50-1

Solar energy system means an accessory to the main structure and/or use which comprises of a combination of solar collector(s) and ancillary solar equipment used to generate electricity primarily for consumption on the property on which the system is located.

Ancillary solar equipment means any accessory part or device of a solar energy system that does not require direct access to sunlight; such as batteries, electric meters, AC/DC converters or water heater tanks.

Building-integrated solar energy system means a solar energy system that is an integral part of a principal or accessory building, rather than a separate mechanical device, replacing or substituting for an architectural or structural component of the building. Building-integrated systems include but are not limited to active photovoltaic or hot water systems that are contained within roofing materials, windows, walls, skylights, and awnings, or passive systems that are designed to capture direct solar heat.

Solar Installation means a system such as a photovoltaic or solar thermal system that uses the sun's energy to produce electricity or heat.

Solar Panel means a grouping of photovoltaic cells that produce electricity from sunlight.

Solar Thermal Collector means a device that collects heat form the sun and transfers the heat to another location for immediate heating or storage for later use. Solar thermal collectors are typically associated with solar water heating systems.

New Section 50-539 Solar Energy Systems

It shall be unlawful for any person to install or operate a Solar Energy System unless all of the following conditions are met:

- (1) A Solar Energy System is permitted in any zoning district within the City.
- (2) A building permit and any necessary mechanical, plumbing and electrical permits shall be secured prior to the start of the installation any Solar Energy System.

(3) Rooftop Solar energy system installations

- (a) Shall be located on the rear elevations or otherwise configured to the degree practicable to have a minimal visual impact as seen from the street. Solar installations that are visible from the street must be either composed of building-integrated components (such as solar shingles) that are not readily evident, or be designed and mounted to match the shape, proportions, and slope of the roof.
- (b) In all instances, installations of solar equipment, including the rails and panels, are subject to the height limitations of the specific zoning district where they are being installed.
- (c) Solar panels shall not be located within (3) three feet of any peak, eave or valley to maintain adequate accessibility.
- (d) Solar panels shall not project more than (1) one foot above the roof deck.

(4) Freestanding Solar Energy Systems

- (a) Shall only be located in a rear yard. *(NOTE: language regarding small solar panels that serve signs and parking lot lighting can be included here if deemed necessary by the PC)*
- (b) Shall meet all setback and height requirements for accessory buildings. The maximum height shall in no event exceed (15) fifteen feet.
- (c) Freestanding solar energy systems shall be included in the maximum permitted lot coverage for the district they are located in.

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

Permits Issued:	197		
Rental Certificates:	17	Total Amount:	\$ 26,837
Vacant/Foreclosure:	7		

CODE ENFORCEMENT

Abandoned/Foreclosure Compl. Notices Issued:	10
# of Complaints Investigated by Code Enforcement:	22
Closed Due to Compliance:	17
Open for Longer Compliance Time:	5
Citations Issued:	86
Early Trash Notices:	5
Code Violation Notices to Residents:	34
Tall Grass Notices Issued:	7
Stop Work notices to Contractors (working w/o permit):	9
Outside Storage:	11

NEW BUSINESS

The Oil Exchange 1, 20397 Mack Avenue (formerly Jiffy Lube)