

**CITY OF GROSSE POINTE WOODS, MICHIGAN**  
**20025 Mack Plaza Dr.**  
**Planning Commission Meeting**  
**Tuesday, August 24, 2021**  
**7:00 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 – 7/27/21
7. **SIGN VARIANCE: Sign Fabricators for Estia Greek Street Food, 20871 Mack Avenue**
  - a. Building Official Memo
  - b. Sign Permit Application
  - c. Electrical Permit Application
  - d. Letter of Appeal
  - e. Site Plan
8. **GENERAL DISCUSSION: Mass Transit on Mack Avenue**
9. **BUILDING OFFICIAL'S MONTHLY REPORT/s**
  - a. Building Department Reports – July 2021
10. **COUNCIL REPORT/s**
  - a. August 2, 2021 – Gilezan
  - b. August 16, 2021 – Hamborsky
11. **INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING**
  - a. September 13 & 20, 2021 – Vitale
12. **NEW BUSINESS: Subcommittees:**
  - a. Solar Ordinance
  - b. 2020 Plan
  - c. Crosswalk/Pocket Park
  - d. Streetscape
13. **PUBLIC COMMENT:**
14. **ADJOURNMENT:**



MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON JULY 27, 2021, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:02 p.m. by Chair Bailey.

Roll Call: Chair Bailey  
Planning Commissioners: Fuller, Gilezan, Hamborsky, Profeta, Vitale  
Absent: None  
Also Present: Building Official Tutag,  
Administrative Assistant Modrack

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

**MOTION** by Fuller, seconded with a friendly amendment by Profeta, that all items on tonight's agenda be received, placed on file, taken in order of appearance as amended: that under item 10, Council Report/s, June 12 is corrected to June 21.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vitale

NO: None

ABSENT: None

The Chair recognized Council Representative Vaughn who was in attendance.

**MOTION** by Vitale, seconded by Gilezan, that the April 27, 2021 Planning Commission Minutes be received and placed on file as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vitale

NO: None

ABSENT: None

The next item was **General Discussion: Solar Panels**. Building Official Tutag presented an overview of the City's Solar Ordinance and the State's Solar Ordinance. Discussion ensued and the Building Official answered questions from the Commission. The Chair suggested forming a Solar Ordinance Revision Subcommittee to discuss language and then present findings at the next Planning Commission meeting. Commissioner Hamborsky, Gilezan and Vitale will be part of the Solar Ordinance Revision Subcommittee.

**MOTION** by Hamborsky, seconded by Gilezan that a Solar Ordinance Revision Subcommittee is formed.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vitale

NO: None

ABSENT: None

The next item was **General Discussion: Outdoor Patios**. Commissioner Vitale brought up the fact that the Commission may want to explore a standard for outdoor patios along Mack Avenue. Discussion ensued and the Building Official answered questions from the Commission. Chair Bailey will include this in the Streetscape Subcommittee tasks.

The next item was the **Building Official's Monthly Report**, and the following items were presented for the months of June and July 2021:

- Sign variance request is coming up next Commission meeting for Estia Greek Street Food on Mack Avenue.
- Grosse Pointe Public Library considering making amendments to their Special Land Use, which will have to come before Planning Commission and City Council.
- Went over recent discussions with the City Attorney about proposed revisions to the City's Sign Ordinance.
- Went over recent discussions with the Mayor and City Attorney regarding potential revisions the Colonial Design Standards.
- The Building Department is extremely busy and shorthanded. Looking to hire a Property Maintenance Inspector and Electrical Inspector.
- Clearzoning update: approved by City Council in July and will reach out to Giffels Webster for an update to bring to next month's Planning Commission meeting.

The next item was **Council Reports**:

- Council member Vaughn reported on the June 21st Council meeting.
- Commissioner Profeta reported on the May 3<sup>rd</sup> Council meeting.
- Commissioner Gilezan had nothing to report on the May 17<sup>th</sup> Council meeting.
- Commissioner Profeta reported on the June 7<sup>th</sup> and 21<sup>st</sup> Council meetings.
- Commissioner Fuller reported on the July 12<sup>th</sup> and 19<sup>th</sup> Council meetings.
- Commissioner Gilezan will be reporting on the August 2<sup>nd</sup> Council meeting.
- Chair Bailey will be reporting on the August 16<sup>th</sup> Council meeting.

Under **New Business**, the following items were discussed:

- A. Chair Bailey gave an update regarding the vacant Planning Commission spots.
- B. Streetscape – Chair Bailey reported that outdoor patio standards will be added to the subcommittee tasks, new trashcans and benches are at the DPW, would like to take a photo of the new installments with the Commission, will be in contact with Streetscape Committee once installed.

- C. 2020 Vision Plan – Commissioner Hamborsky reported the subcommittee is looking into and contemplating new goals, including doing a redline to the final proposal and adding a more appropriate title.
- D. Crosswalk/Pocket Park – Vice Chair Fuller reported that there has not been much update since the beginning of the pandemic, Chair Bailey said he would attend the next school board meeting and see if there is any update, if they would like insight from the City of Grosse Pointe Woods.

Under **Public Comment**, the following was discussed:

- Melinda Billingsley, 20143 Doyle Court, Grosse Pointe Woods, MI 48236.
- Council member Vaughn reported and provided an update on Cheyne Trombly Park, reminded about upcoming City events: Fishing Derby and City Picnic on August 7<sup>th</sup>, Music on the Lawn on August 27<sup>th</sup>.
- Commissioner Profeta thanked the City for sharing assets such as the park with other communities.
- Chair Bailey thanked City Staff.

**MOTION** by Gilezan, seconded by Vitale to adjourn at 8:30 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vitale

NO: None

ABSENT: None



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

7a

**DATE:** August 13, 2021  
**TO:** Planning Commission  
**FROM:** Gene Tutag, Building Official  
**SUBJECT:** 20871 Mack Avenue, Estia, Sign Variance Requests

GT

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Sign Fabricators submitted a permit application for a wall sign to be installed at the proposed Estia Greek Food restaurant, located at 20871 Mack Avenue. The attached plans indicate that the sign will be on the front of the Mack Avenue elevation.

The sign has been reviewed for compliance with Chapter 32 of the Grosse Pointe Woods City Code. The application has been denied as the proposed sign does not comply with Chapter 32 as follows:

**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 sign is six feet, nine inches (6’9”) high and 48.24 square feet of area.

The petitioners, George Xenos and Paul Bittas are appealing the denial. Section 32-32 of the City’s Ordinance states that the Planning Commission will first review the appeal and provide a recommendation to the City Council based upon the exception being in the best interests of the City.

**Sec. 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.”*

**Recommendation:**

Substantial variances are required to allow the installation of the proposed sign. This sign application is not the first for this strip center that is under construction, as was stated previously in the Starbucks variance request that was ultimately denied by the planning commission, granting any of the requested variances would be precedent setting for future tenants of this development.

After review of the application and correspondence from the petitioner, it is recommended that the planning commission provide a recommendation to the city council that the requested variance be denied with the following findings:

1. There is nothing unique or unusual that would prevent the petitioner from installing signs that comply with the ordinance.
2. A hardship of any kind does not appear to exist.
3. The request as presented is not within the spirit and intent of the Ordinance or in the best interest of the city.
4. The grant of the variances would be precedent setting for future tenants of this development.

7b

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# GROSSE POINTE WOODS SIGN PERMIT APPLICATION

JUN 01 2021

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: Paul Bittas PHONE: 586-453-9712  
 BUSINESS NAME: Estia Greek Street Food E-MAIL: pbittas@gmail.com  
 BUSINESS ADDRESS: 20871 Mack Ave FAX: \_\_\_\_\_

## \*PROPERTY OWNER'S APPROVAL:

Paul Bittas \_\_\_\_\_  
 Property Owner NAME (please print) Property Owner SIGNATURE

## Sign Company Information:

NAME/CONTACT: Sign Fabricators PHONE: 586-493-0502  
 CONTACT NAME: Evan E-MAIL: evan@signfabricators.com  
 ADDRESS: 43984 N. Groesbeck FAX: 586-493-0503  
 LICENSE #: 5306283

## Sign Description:

TYPE: Wall Sign  
 BUILDING WIDTH: 21' SIGN DIMENSIONS: 6'9.25" x 85"  
 MATERIAL IN FACE OF SIGN: Plexiglass  
 COLOR COMBINATIONS: Red & White  
 SINGLE FACE: ☒ DOUBLE FACE: ☐ FONT STYLE: Serif & San Serif  
 ILLUMINATION: INTERIOR ☒ EXTERIOR ☐ FONT COLOR/S: white  
 NUMBER OF MESSAGE UNITS: 0 HEIGHT OF FONT: 22"

Applicant's Name & Signature: Susan M White Susan White 6-1-21

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

APPROVED BY: \_\_\_\_\_ Date: \_\_\_\_\_

Building Official (313-343-2426)

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

Does Not comply w/ sign ordinance  
6-2-21 GT verbally





CITY OF GROSSE POINTE WOODS  
20025 Mack Plaza Drive  
Grosse Pointe Woods, Michigan 48236-2397  
BUILDING DEPARTMENT  
Phone 313.343.2426/Fax 313.343.5667

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JUN 01 2021  
CITY OF GROSSE PTE. WOODS  
BUILDING DEPT

ELECTRICAL PERMIT

GPW LOCATION: 20871 Mack Ave OWNER: Paul Buttas PHONE # 586 453-9712  
CONTRACTOR: Sign Fabricators PHONE/FAX # 586 4930522 CELL #: —  
ADDRESS: 43984 N. Groesbeck Hwy EMAIL: jamie@signfabricators.com  
REMARKS: \_\_\_\_\_

DESCRIPTION	PRICE PER UNIT	NO. OF UNITS	TOTAL	DESCRIPTION	PRICE PER UNIT	NO. OF UNITS	TOTAL
BASE FEE		✓	\$75				
CIRCUITS				MOTORS			
1 <sup>st</sup> Circuit	\$15			¼ to 10 hp/ea.	\$15		
Each Additional Circuit	6			11 hp to 30 hp/ea.	20		
Rough Inspection	25			31 hp to 50 hp/ea.	30		
FIXTURES				AIR CONDITIONING			
1 <sup>st</sup> 25 Fixtures or Lamps	20			Interruptible	20		
Each additional 25	10			Residential	45		
				Comm. up to 5 ton	25		
SERVICES				Over 5 ton	45		
Up to 100 amps	25						
101 to 500 amps	30			FIRE ALARM SYSTEMS			
Over 500 amps	50			1 <sup>st</sup> Heat or Smoke Det.	15		
Sub panels	25			Each Add. Detector	6		
Replace service entrance	15			1 <sup>st</sup> Device or Pull	15		
				Each Additional	6		
SIGN CIRCUITS							
1 <sup>st</sup> Circuit-Connection	25	✓		FEEDERS			
Each additional circuit (same sign)	5			Bus ducts, wireways			
				or conduits 1 <sup>st</sup> 100 ft.	20		
APPLIANCE WIRING				Each additional 100 ft	10		
Furnace Circuit	15						
Garbage Disposal, Range, Oven,	10			Underground Inspect.	35		
Water Heater, Dishwasher	10						
				Re-Inspection Fee	50		
SWIMMING POOLS							
Above, In-Ground or Hot Tub	30			Hourly Rate	40		
Title VII/Property Maintenance	50						
				TOTAL PERMIT			\$100





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JUN 25 2021

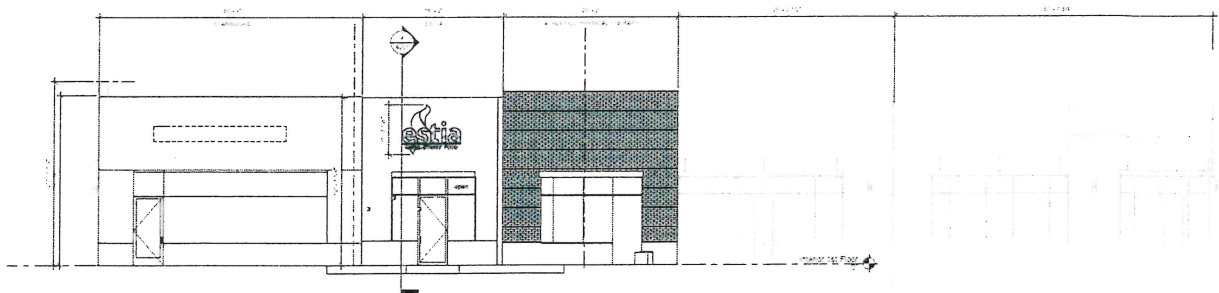
CITY OF GROSSE PTE. WOODS  
BUILDING DEPT

43984 N Groesbeck Hwy, Clinton Twp MI 48036 586-493-0502

Mayor of Grosse Pointe Woods and Council,

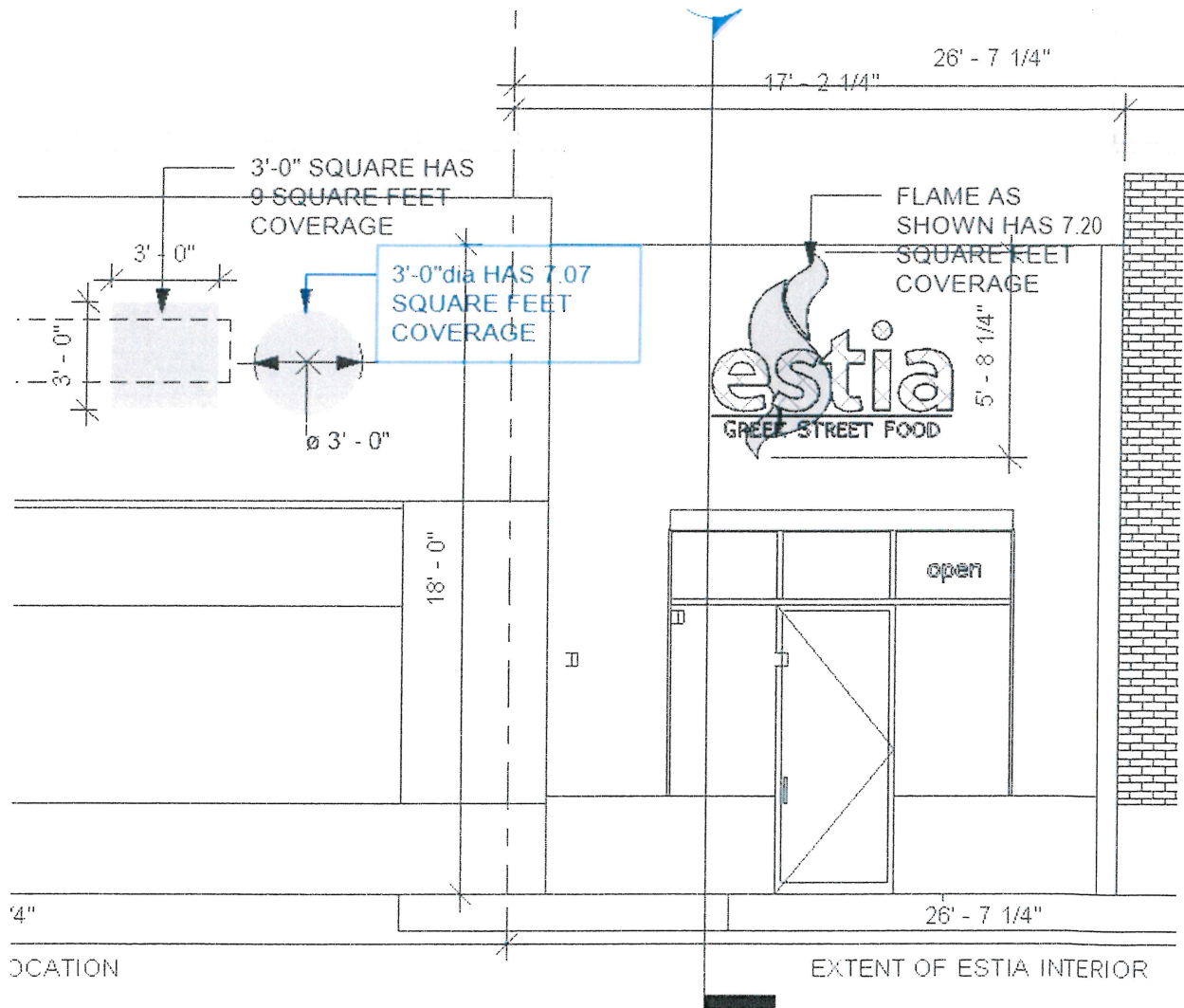
We at ESTIA GREEK STREET FOOD, are requesting a Sign Variance for our location at 20871 Mack Ave.

1. Estia storefront is the smallest in comparison to other tenants of 16' width to establish presence along busy Mack Ave. Compared to the neighboring tenants of Starbucks at 30' wide and Athletico to the right at 20' wide.

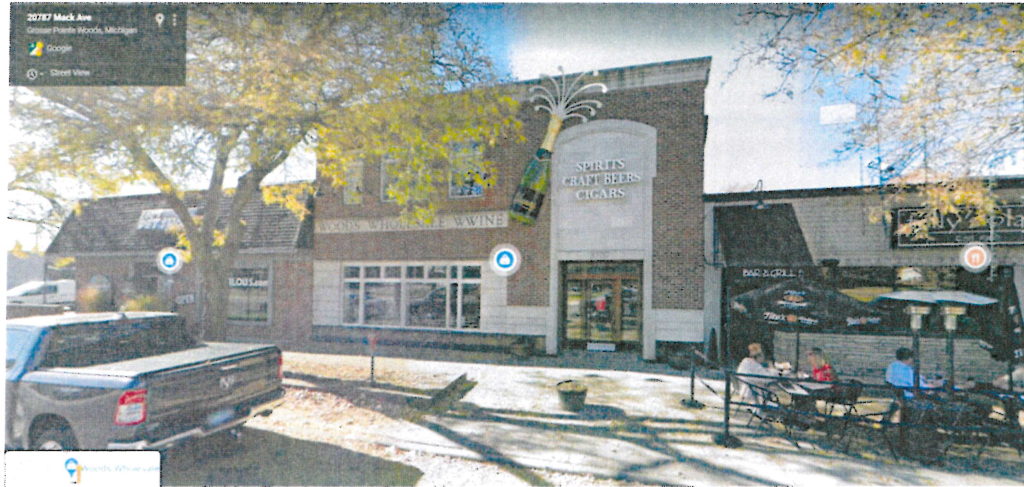


2. Due to Estia's flame-like shape to establish its brand, we tried to accommodate the decision logic of how much square footage our logo takes up as compared to 3'-0" similar logo sizes. Taking into consideration the 3' height restrictions and possible square footage it covers for an Estia's logo.

- 3'-0" round logo = 7.07 square feet area
- 3'-0" square logo = 9 square feet area
- Estia Flame Logo as shown in gray at a 5'-8" height proportionately = 7.20 square feet area coverage.



3. Reviewing our location and neighbors, there is an establishment on the next block on Mack next to our venue. and they have an extra large bottle on there storefront that is also over 3' but tall and skinny for better visibility, Bottle on their storefront.



4. Estia is an emerging, metro Detroit based brand based around a Greek Street Food Concept. The flame logo is representative of the fact they flame broil and cook there local ingredients in front of customers.

5. The owners, George Xenos and Paul Bittas are residents and locals to Grosse Pointe Woods and will be in the establishment on a regular basis promoting the importance of community.

Thank you for your time  
George Xenos & Paul Bittas  
Estia Greek Street Food



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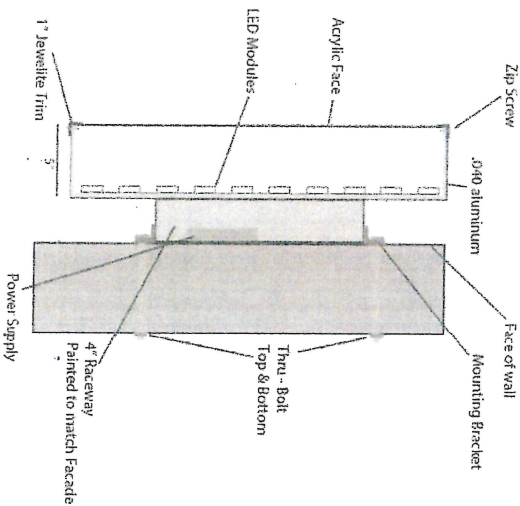
JUN 01 2021

CITY OF GROSSE PTE. WOODS  
BUILDING DEPT

6' 9.25"



## MOUNTING DETAIL



WORK ORDER #

9181

DATE

5-27-21

SITE ADDRESS

20871 Mack Ave

TYPE OF SIGN

Wall Sign

SIGN DETAILS

Illuminated Channel  
Letters on Raceway

MOUNTING DETAIL

## Notes:

Approximate Sign Weight : 50 lbs  
(including mounting hardware)The Sign mounting is designed for  
115 mph, 3 sec. gust Wind Speed  
for Exposure B, Cat.Mounting Hardware shall be  
non-corrosive.

## ACCEPTANCE OF ARTWORK The drawing above is an artistic representation ONLY. Elements may vary based on field measurements.

This color proof is intended for verification of spelling, layout, color and composition.

(PLEASE HELP AVOID UNNECESSARY COSTS BY CHECKING THIS PROOF CAREFULLY.)

Signature constitutes authorization to proceed with specifications and conditions of this document as specified.

All artwork and designs are property of Sign Fabricators and may not be used without expressed written permission of Sign Fabricators.

Approval: \_\_\_\_\_

Date: \_\_\_\_\_



43984 Grossbeck Highway

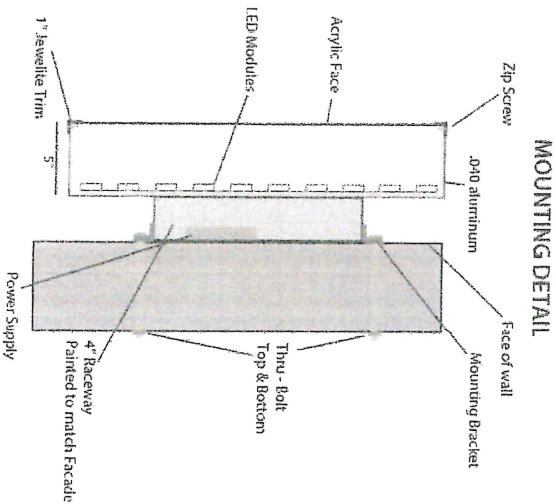
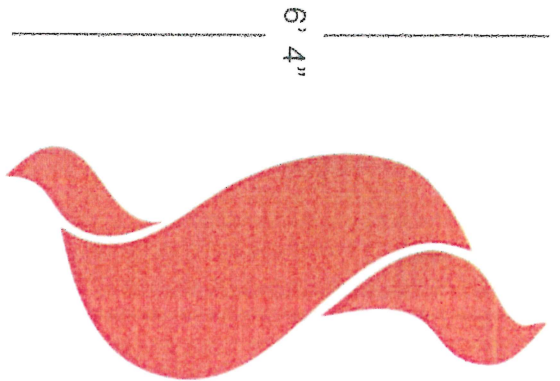
Clinton Twp, MI 48030

Phone: 586-493-0502 Fax: 586-493-0503



**RECEIVED**

JUN 01 2021  
CITY OF GROSSE PTE. WOODS  
BUILDING DEPT



<b>WORK ORDER #</b>	9181
<b>DATE</b>	5-27-21
<b>SITE ADDRESS</b>	20871 Mack Ave
<b>TYPE OF SIGN</b>	Wall Sign
<b>SIGN DETAILS</b>	Illuminated Channel Letters on Raceway
<b>MOUNTING DETAIL</b>	

**Notes:**  
Approximate Sign Weight : 50 lbs  
(Including mounting hardware)  
  
The Sign mounting is designed for  
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**Sign Fabricators**

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Clinton Twp, MI 48036  
Phone: 586-493-0502 Fax: 586-493-0503