

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting
Tuesday, April 23, 2019
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 - 03/26/19
7. **DISCUSSION: PROPOSED SIGN ORDINANCE AMENDMENT:**
 - A. PC Excerpt – 03/26/19
 - B. Letter – 04/15/19 – City Attorney (C. Berschback)
 - C. Proposed Sign Ordinance Amendment
8. **BUILDING OFFICIAL'S MONTHLY REPORT:**
Building Department Report – March 2019
9. **COUNCIL REPORT/s:**
April 01 – Profeta
April 15 – Vaughn
10. **INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING:**
May - Vitale
11. **NEW BUSINESS: Subcommittees:**
 - A. 2020 Plan (Chair Hamborsky/Vitale/Fuller/Gilezan)
 - B. Branding (Chair Profeta/Hamborsky/Ketels)
 - C. Crosswalk/Pocket Park (Chair Fuller/Vaughn/Vitale)
 - D. Streetscape (Chair Roczycki/Gilezan/Hamborsky)
12. **PUBLIC COMMENT:**
13. **ADJOURNMENT:**

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.

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON MARCH 26, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:04 p.m. by Chair Profeta.

Roll Call: Chair Profeta
Planning Commissioners: Fuller, Gilezan, Hamborsky, Ketels, Rozycki, Vaughn, Vitale
Absent: None
Also Present: Building Inspector Tutag
Deputy City Clerk Antolin

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

Motion by Vaughn, seconded by Vitale, that all items on tonight's agenda be received, placed on file, taken in order of appearance as corrected.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn, Vitale
NO: None
ABSENT: None

The Chair recognized Council Representative Granger who was in attendance.

Motion by Fuller, seconded by Vitale, to receive and place on file, the Planning Commission Meeting Minutes held on February 26, 2019.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn, Vitale
NO: None
ABSENT: None

Motion by Gilezan, seconded by Ketels, regarding **Approval of Minutes**, that the following Minutes be approved as submitted:

1. Planning Commission dated February 26, 2019.

Motion carried by the following vote:

YES: Fuller, Gilezan, Hamborsky, Ketels, Profeta, Rozycki, Vaughn, Vitale
NO: None
ABSENT: None

The next item was the **Continued Discussion: Blade signs**. Discussion ensued regarding the intent and purpose of the blade signs and its relationship to amending the sign ordinance. The focus of walkability is a significant factor when considering the intent of the signs. Defining the criteria of the signs is key to drafting an effective sign ordinance. Suggested topics for sign criteria were as follows:

- Limiting size;
- Uniformity vs. uniqueness;
- Colors;
- Projection;
- Positioning;
- Lighting;
- Amount of signs;
- Defining Business District;
- Grandfathering language;
- Quality Materials.

It was suggested that the Building Official present a proposed sign ordinance amendment.

The next item was the **Building Official's Monthly Report**, and the following items were presented for the month of February 2019:

- Increased permit activity;
- Municipal Court cleanup;
- Final hearing on garage demolition;

- Fontana Properties;
- Sign violations on Mack Avenue;
- Legacy Project – possible tour for officials;
- Greco Title building anticipating new businesses.

Council Member Granger reported on the March 2019 Meetings.

Under New Business, the following items were discussed:

- A. **2020 Plan** – No reports
- B. **Branding** – Chair Profeta and Donna O’Keefe provided an update regarding The Avenue in the Woods.
- C. **Crosswalk/Pocket Park** – No reports
- D. **Streetscape** – Discussed Blade signs.

The Building Official was asked to confirm whether scooters on sidewalks are permitted.

Under Public Comment, no one wished to be heard.

Motion by Rozycki, seconded by Fuller, that the Planning Commission Meeting adjourn at 8:40 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

PLANNING COMMISSION EXCERPT
03/26/19

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It was suggested that the Building Official present a proposed sign ordinance amendment.

CHARLES T. BERSCHBACK

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CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

April 15, 2019

Planning Commission
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: Blade Signs
April 23, 2019 Agenda

Dear Planning Commission:

Gene Tutag has provided me with a rough draft of an ordinance amendment to Chapter 32, Signs to allow "blade" signs. I have incorporated a vast majority of his initial draft requirements, edited it for clarity, and formatted it for purposes of the Code Book. Unlike zoning amendments, amendments to the sign ordinance are not required to be reviewed by the Planning Commission, but Gene and I feel it is certainly appropriate given the Commission's oversight of building facades, etc.

I am not able to attend the April 23rd meeting. But I believe the current structure of this amendment is sound. To the extent that you feel some minor editing is required for clarity, I would request that you provide your comments to Gene at this meeting, and he will relay them to me. My intention would be to then finalize this ordinance and present it to the Council at a Committee of the Whole meeting. Thank you.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr
Enclosure
cc: Gene Tutag

ORDINANCE NO. _____

AN ORDINANCE TO AMEND CHAPTER 32 - SIGNS
TO PERMIT AND REGULATE "BLADE" SIGNS,
PROVIDE AND SPECIFIC REQUIREMENTS FOR BLADE SIGNS

The City of Grosse Pointe Woods Ordains:

Sec. 32-3. Definitions.

Blade sign means a sign supported by a mounting attached directly to a building, that hangs perpendicular to a building wall.

Sec. 32-35 Blade Signs.

(a) Purpose. *Blade Signs.* The purpose of a blade sign is to identify and promote the business for pedestrians and serve as a graphic design enhancement to any commercially zoned district. Blade signs are only permitted in the C, C-2, and RD-1 Districts. Blade signs are permitted subject to the following requirements:

(b) Procedure.

- (1) All Blade signs shall be subject to review and approval by the Building Department and Department of Public Services. Blade signs are not exempt from the permit requirements or other regulations of this chapter.
- (2) Blade signs complying with this chapter shall not count against the number of signs permitted, area allowed, or message unit requirements.
- (3) A permit for a blade sign is required before any part of the sign is affixed to a building.

(c) Requirements. Blade signs shall adhere to the following requirements:

- (1) Only one blade sign is permitted per storefront or business.
- (2) The total sign area for any blade sign shall not exceed four-and-one-half square feet per side.
- (3) The lowest point of the sign shall be at least nine (9) feet above a public way. The highest point shall not exceed the height of the building. Signs above private property shall be at least eight (8) feet above grade. Signs shall not project from the building more than three (3) feet. Brackets are included as part of the sign when determining these measurements.
- (4) Internal or External illumination is prohibited.

- (5) Any blade sign shall be at least 10 feet from another blade sign.
- (6) Blade signs shall be located as close as practical to the storefront entrance.
- (7) Blade signs shall not obstruct vehicular traffic or city operations in any sidewalk, passageway, public way, alleyway or designated loading/unloading area.
- (8) No portion of a blade sign shall project above the top of an eave or parapet.
- (9) All blade signs shall be maintained in good condition.
- (10) Blade signs shall be designed as to be compatible with the architectural facade where they are placed. The design, including materials and color, shall comply with the requirements of this chapter.
- (11) The bracket of the blade sign shall be made of a durable material and attached directly to the building wall and meet building code requirements. Decorative frames and brackets are encouraged. Installation onto mansard roofs is prohibited.
- (12) Blade signs shall not be more than one inch thick. Brackets and decorative mounting features may exceed the thickness requirements as reasonably necessary to create an attractive graphic or design element.
- (13) Blade signs shall be limited to two sign faces.
- (14) Blade signs shall not obstruct the view of traffic control devices, or interfere with the vision of pedestrian or vehicle traffic as determined by the city's traffic safety officer.
- (15) Symbols or logos used to identify the business are encouraged.