CITY OF GROSSE POINTE WOODS, MICHIGAN 20025 Mack Plaza Dr. Planning Commission Meeting March 25, 2014 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 – 02/25/14 Planning Commission – 02/25/14

7. GPW PLANNING COMMISSION ANNUAL REPORT 2013:

DRAFT 2013 Planning Commission Report

8. CONTINUED DISCUSSION: CHAPTER 32, AWNINGS

- A. PCW Excerpt 02/25/14
- B. Memo 03/18/14 (Tutag)
 - (1) GP City Awning Ordinance 03/18/14
 - (2) GP Park Awning Ordinance 03/18/14
 - (3) DRAFT of Proposed GP Woods Awning Ordinance #32-31 03/19/14

9. BUILDING OFFICIAL'S MONTHLY REPORT:

Building Department Report – February 2014

10. COUNCIL REPORT:

March - Fuller

11. INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING: April - Gilezan

12. NEW BUSINESS:

2020 Plan (Hamborsky/Vitale/Fuller/Gilezan) Special Sign (Vaughn/Fuller/Stapleton)

13. PUBLIC COMMENT:

14. 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.

NOTE TO PETITIONERS:

Please make every effort to be present at the meeting so that public officials may get the benefit of your input on the matter before them.

Submitted by Gene Tutag, Building Department 313-343-2426

PLANNING COMMISSION WORKSHOP 02-25-14 - 1

MINUTES OF THE PLANNING COMMISSION WORKSHOP MEETING HELD ON FEBRUARY 25, 20014 IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 6:34 p.m. by Vice Chair Rozycki.

Roll Call: Commissioners: Fuller, Gilezan (6:35), Hamborsky, Harrell, Profeta, Stapleton (6:37), Vaughn, Vitale

Absent: None

Also Present: Building Official Tutag Council Member Bryant Recording Secretary St. Peter

The first item on the agenda was concerning **Discussion: Chapter 32 (Awnings).** Building Official Tutag stated that in the past couple of years, businesses have come forward requesting striped awnings. Biggby Coffee is the first business to apply for a striped awning. The current ordinance prohibits striped awnings and barrel shaped awnings. Awning colors are also restricted by ordinance. Variances have previously been granted by the Planning Commission for barrel shaped awnings. At the November meeting Building Official Tutag presented color samples and proposed language change to the current awning ordinance.

A discussion ensued regarding the style of awnings currently allowed on storefronts along Mack Avenue, including historical reasons and the city's desire for a colonial theme along Mack Avenue. It was the consensus of the commissioners that in some instances, barrel shaped awnings are appropriate and should be allowed.

Commissioner Vitale stated that allowing striped awnings may help distinguish and personalize businesses and continuing the colonial theme makes the city appear homogeneous while different awnings adds streetscape excitement. Some commissioners expressed a concern with side-by-side storefronts each having different colored striped awnings. It was the consensus of the commissioners that they would like to retain the authority to review each application for striped awnings.

PLANNING COMMISSION WORKSHOP 02-25-14 - 2

Commissioner Hamborsky stressed the need of the city to be business friendly and maintaining the status quo is not always the best. Building Official Tutag believes that businesses should have to go through the variance procedure for awning shape. Commissioner Profeta stated it may be cumbersome to bring awning variances before the planning commission and suggested amending the language of the ordinance. Commissioner Vaughn suggested dealing with striped awning requests through a planning commission review process.

It was the consensus of the commissioners that the planning commission consider each striped awning request through a review and approval process in order to retain planning commission control of the Mack Avenue streetscape. Building Official Tutag will bring forth proposed ordinance language to the next Planning Commission meeting.

The Planning Commission Workshop was adjourned at 7:30 p.m.

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, FEBRUARY 25, 2014, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:35 p.m. by Vice-Chair Rozycki.

Roll Call: Vice-Chair Rozycki Fuller, Gilezan, Hamborsky, Harrell, Profeta, Stapleton, Vaughn, Vitale

Absent: None

Also Present: Building Official Tutag Recording Secretary St. Peter

Motion by Vitale, seconded by Stapleton, 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: Fuller, Gilezan, Hamborsky, Harrell, Profeta, Rozycki, Stapleton, Vaughn, Vitale NO: None

ABSENT: None

Motion by Vaughn, seconded by Fuller, regarding **Approval of Minutes**, that the Planning Commission minutes dated December 10, 2013 be approved, as presented.

MOTION CARRIED by the following vote:

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

Motion by Gilezan, seconded by Vitale, regarding Approval of Minutes, that this agenda item be immediately certified.

PLANNING COMMISSION 2/25/14 - 002

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Harrell, Profeta, Rozycki, Stapleton, Vaughn, Vitale NO: None

ABSENT: None

The next item on the agenda was **Appointments – Election of Chair and Vice Chair/Secretary**.

Motion by Rozycki, seconded by Vaughn, that Commission Member Stapleton be elected to the position of Vice Chair/Secretary.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Harrell, Profeta, Rozycki, Stapleton, Vaughn, Vitale NO: None

ABSENT: None

Motion by Gilezan, seconded by Profeta, that Vice Chair Rozycki be elected to the position of Chair.

MOTION CARRIED by the following vote:

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

Motion by Vaughn, seconded by Profeta, that the Planning Commission approve and adopt the **Rules of Order and Procedure**, as revised.

MOTION CARRIED by the following vote:

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

The next item on the agenda was **GPW Planning Commission Annual Report 2013**. Building Official Tutag provided an overview of the draft report. The commission members were asked to review the annual report and provide Building Official Tutag with any changes, corrections or inclusions. PLANNING COMMISSION 2/25/14 - 003

The next item on the agenda was **Proposed Façade Change: Comerica Bank, 21303 Mack Avenue.** Building Official Tutag provided an overview of the application. Tony Dellicolli, of Cityscape Architects and Leonard Murz, of Comerica Bank were present to answer questions.

Motion by Fuller, seconded by Vaughn, that for purposes of Proposed Façade Change: Comerica Bank, 21303 Mack Avenue, the following items be received and placed on file:

- A. Letter of Request 02/19/14 (Cityscape)
- B. Drawings/Plans:
 - 1. Title Sheet T-101 02/19/14
 - 2. Existing Site Plan SP-101 02/19/14
 - 3. Existing Floor Plan D-101 02/19/14
 - 4. Existing Elevations D-201 02/19/14
 - 5. Floor Plan A-101 02/19/14
 - 6. Exterior Elevations A-201 02/19/14
- C. Memo 02/19/14 Building Official (Tutag)
 - GPW Ord., Section 50-373, Design Standards

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Harrell, Profeta, Rozycki, Stapleton, Vaughn, Vitale NO: None

ABSENT: None

Motion by Profeta, seconded by Stapleton, that the Planning Commission approve the Proposed Façade Change: Comerica Bank, 21303 Mack Avenue, as presented and depicted in the submitted designs and renderings.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Harrell, Profeta, Rozycki, Stapleton, Vaughn, Vitale NO: None

ABSENT: None

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

- There was a denial by the building department for a homeowner to install solar panels on his house.
- The building department has been in contact with Caribou Coffee regarding

maintenance. A local business owner has inquired about the site.

- University Liggett School on Cook Road is planning to erect a 53,000 sq. ft. field house adjacent to the existing ice rink. They also plan to redo all of the athletic fields. A public hearing will be scheduled for this matter. Building Official Tutag will review if there is sufficient parking.
- There may be a new tenant for Robusto's.
- The building department is almost finished with the business license inspections for this year.

Commission Member Vaughn gave the **December 2013 Council Reports**:

- December 2nd City Council rejected the request for annexation to Grosse Pointe Farms for seven houses along Provencal Road.
- December 16th Nothing pertaining to Planning Commission.

Commission Member Vitale gave the January 2014 Council Reports:

- January 6th Nothing pertaining to Planning Commission.
- January 27th Nothing pertaining to Planning Commission.

Commission Member Harrell gave the February 2014 Council Reports:

- February 3rd Nothing pertaining to Planning Commission.
- February 24th Nothing pertaining to Planning Commission.

Commission Member Fuller will attend the Council Meetings in March.

Under New Business, the following Subcommittee Reports were provided:

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

Chair Rozycki welcomed Commission Member Harrell to the Planning Commission and thanked Commission Chair Evola for her years of service on the Planning Commission.

Motion by Stapleton, seconded by Gilezan, to adjourn the Planning Commission meeting at 8:32 p.m. Passed unanimously.

GROSSE POINTE WOODS PLANNING COMMISSION REPORT - 2013

The Planning Commission of the City of Grosse Pointe Woods is governed by the Planning Enabling Act, State of Michigan PA 33 of 2008 and by The Charter and Zoning Ordinance of the City of Grosse Pointe Woods.

Under the Planning Enabling Act, the Commission must provide an annual report to the City Council as the legislative body of the City. The report shall contain information concerning the operations and status of planning activities including recommendations regarding actions by the legislative body related to Planning and Development.

The Planning Commission met monthly during 2013. During that time, the Commission reviewed, discussed and acted on items contained in the following report:

2013 Planning Commission Overview

JANUARY

PC Meeting: Election of Chair Evola and Vice-Chair Rozycki (in compliance with The Michigan Planning Enabling Act).

Recommended proposed zoning ordinance amendment to COW for consideration and review: Land Uses & Zoning on Mack Avenue concerning drive-thru facilities.

FEBRUARY

PC Subcommittee Meeting 02/09/13: 2020 Plan

Meeting: Approved Group Membership to MAP (Michigan Association of Planning) - \$625/per year (12 persons).

St. John Hospital received permit from Detroit to build a Permanent Heliport on its west parking deck roof.

Commission Member Richardson resigned from the Planning Commission.

MARCH

 PC Meeting: New Membership: MAP (Michigan Association of Planning) \$625/per year (12 persons).

APRIL

- PC Subcommittee Meeting 04/13/13: 2020 Plan
- PC Subcommittee Meeting 04/20/13: Special Sign
- PC Meeting: General Business

MAY

- PC Workshop: Presentation by the 2020 Sub-Committee regarding the 2020 Vision Plan.
- PC Meeting: Public Hearing: Amend Zoning, Section 50-1, to define Drive-Thru Facilities and add language excluding Drive-Thru Facilities in the C-Commercial District, Section 50-370(2) and in the C-2 High Intensity District, Section 50-419(1)(f). Approved Resolution recommending City Council adopt the proposed ordinance.

JUNE

- PC Subcommittee Meeting: Special Sign
- PC Meeting: General Business
- City Council: First Reading of Drive-Thru Ordinance

JULY

- PC Subcommittee Meeting: Special Sign
- PC Meeting: General Business
- City Council: Second Reading of Drive-Thru Ordinance

AUGUST

PC Meeting: Public Hearing: Special Land Use and Site Plan Review to to construct a Stealth Wireless Facility in the steeple of the Crosspointe Christian Church. Resolution adopted recommending approval by City Council.

SEPTEMBER

- PC Members attended site visit at 'The Rivers'
- PC Meeting: Public Hearing: Special Land Use and Site Plan Review to Construct a Stealth Wireless Facility at the Milk River Pump Station. Resolution adopted recommending approval by City Council.
- City Council: Public Hearing for Stealth Wireless Facility in the Steeple of Crossepointe Christian Church. Approved.

OCTOBER

- Commission member Vitale attended the My Place Workshop in Detroit.
- PC site visit to 'The Rivers' 900 Cook Rd,
- PC Meeting: General Business & welcome new PC member James
 Profeta

NOVEMBER

- PC Meeting: General Business
- CC Meeting: Public Hearing for Stealth Wireless Communications Facility at the Milk River Pump Station. Approved.

DECEMBER • PC Meeting: Sid

PC Meeting: Sign Review: CVS Pharmacy Sign application denied as ordinance only allows two signs per building and also limits the size to 12 sq. feet. PC recommended that City Council approve the variance request.

Commission Member/Chair Evola resigned as member of the Planning Commission.

SUB-COMMITTEE REPORTS:

2020 Plan:

The 2020 Plan sub-committee's goal is "to provide fresh, forward thinking, realistic design, zoning and administrative tools that foster and support progressive future development to achieve maximum sustained viability, growth and value within the City of Grosse Pointe Woods. The focus of the sub-committee in 2013 was to develop concept ideas for a comprehensive plan of community minded improvements and features along the primary commercial corridors of Mack Avenue and the section of Vernier west of Mack. The committee plans a series of work session meetings during 2014 culminating in a recommendation report to the full Planning Commission for further potential action to Council.

Special Sign:

The Special Sign subcommittee's goal is to review the City of Grosse Pointe Woods existing sign ordinance with the objective of regulating signage in the commercial districts so that it is consistent with the character of the community. The initial focus of the subcommittee is illuminated signage.

BUDGET REPORT:

| Date | Description | Debit | Credit | Balance | % Used |
|----------|----------------------------|------------|------------|------------|--|
| 01/17/13 | McKenna Assoc., Inc. | \$1,574.25 | | | ······································ |
| 01/31/13 | Konica Minolta (KIP) | 34.07 | | | |
| 02/14/13 | Plng & Zoning Center, Inc, | 370.00 | | | |
| 05/01/13 | Konica Minolta (KIP) | 34.07 | - | | |
| 06/30/13 | Konica Minolta (KIP) | 34.07 | | | |
| | 2012/2013 END Fiscal Year | | | \$2648.02 | 41% |
| | 2013/14 NEW Fiscal Year | | \$5,000.00 | \$5,000.00 | |
| 10/03/13 | MI Place Tool Workshop | 70.00 | | \$4,030.00 | |
| 10/17/13 | Geisler – Name Plates | 17.47 | | \$3,942.53 | |

CONTINUED GOALS & OBJECTIVES:

- Continue to make improvements to the Zoning Ordinance by reviewing and updating the sign ordinance and parking requirements, and adding provisions dealing with alternative energy facilities.
- Continue to align our efforts with the Mayor, City Council, Local Business Associations, and Realtors to attract new businesses and encourage people to live and work in Grosse Pointe Woods.
- Continue to study mechanisms to promote city development.
- Continue to encourage sustainable development.

The Planning Commission will continue to consult with the City Council, and appropriate Departments or Commissions, when significant projects, policies, and legislative acts provide opportunities to support the Master Plan.

| Respectfully submitted by Planning | Commissio | on Members: | |
|--|--|-------------|------|
| A constraint of the second sec | A Construction of the second s | | |
| Rich Rozycki, Vice-Chair/Se Michael Fuller Grant Gillezan Doug Hamborsky James Profeta Tonja Stapleton Thomas Vaughn John Vitale | cretary | | Date |

PLANNING COMMISSION WORKSHOP EXCERPT 02-25-14

The first item on the agenda was concerning **Discussion: Chapter 32 (Awnings).** Building Official Tutag stated that in the past couple of years, businesses have come forward requesting striped awnings. Biggby Coffee is the first business to apply for a striped awning. The current ordinance prohibits striped awnings and barrel shaped awnings. Awning colors are also restricted by ordinance. Variances have previously been granted by the Planning Commission for barrel shaped awnings. At the November meeting Building Official Tutag presented color samples and proposed language change to the current awning ordinance.

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CITY OF GROSSE POINTE WOODS BUILDING DEPARTMENT MEMORANDUM

TO: Planning Commission

FROM: Gene Tutag, Building Official

DATE: March 18, 2014

SUBJECT: Chapter 32, Awnings

Upon discussion at the February 25, 2014 Planning Commission Workshop meeting, attached for your review are copies of ordinances pertaining to awnings from Grosse Pointe City and Grosse Pointe Park. The Grosse Pointe Farms' ordinance is not attached as it is the same as ours regarding striped awnings not being allowed.

Also attached is a DRAFT of Section #32-31 which has proposed changes to allow vertical striped awnings that have no more than three approved colors and no advertising.

A modification is also included that would only allow cloth or canvas awnings with matte finishes.

The approved color samples will be brought to the meeting for your review.



- (d) Signs permitted in C-1; C-2 (local business and central business) districts:
 - Signs shall be architecturally compatible with the style, composition, materials, colors and details of the building, and with other signs on nearby buildings. Signs shall be an integral part of the building and site design.
 - A sign program shall be developed for buildings which house more than one business. Signs need not match, but shall be compatible with one another.
 - Sign materials shall be consistent or compatible with the original construction materials and architectural style of the building facade on which they are to be displayed. Natural materials such as wood and metal or accurate representatives of those materials are appropriate.
 - 4. Buildings designed to permit businesses to occupy more than one floor shall reserve (a) two-thirds of their allowable sign area for tenants on the first floor and (b) one-third for tenants on the second floor.
 - 5. Wall signs.
 - a. Wall signs are to be mounted flush and fixed securely to a building wall, projecting no more than 12 inches from the face of a building wall, and not extending sideways beyond the building face or above the highest line of the building to which it is attached.
 - b. Wall signs on a storefront-type building shall generally be placed within a "sign band" immediately above the storefront. Wall or roof signs on other buildings shall be placed where they do not obscure architectural features.
 - c. The height of lettering on wall signs shall not exceed 12 inches. A business logo, which is incorporated into the design of the sign lettering may be permitted to a height not to exceed 18 inches.
 - d. Wall signs should be located on the upper portion of the storefront, within or just above the enframed storefront opening. The length of the sign should not exceed the 80 percent of the width of the enframed storefront.
 - e. Wall signs shall be placed within a clear signable area. Signable areas are defined as an architecturally continuous wall surface uninterrupted by doors, windows or architectural detail.
 - f. No wall sign shall not exceed .75 square feet for each linear foot of the building facade on which the sign is located, or 24 square feet, whichever is less.
 - 9. One wall sign shall be permitted for each 24 linear feet of building frontage. No wall sign be closer than 24 ft. measured horizontally from any other wall sign for the same business.
 - Wall signs shall be mounted in locations that respect the design of a building, including the arrangement of bays and openings.
 - Signs should not obscure windows, grillwork, piers, pilasters, and ornamental features.

Awning and canopy signs.

i.

6.

- a. Sign lettering and/or logo shall comprise no more than 20 percent, or ten square feet of the total exterior surface of an awning or canopy.
- b. Awnings and canopies must be permanently attached to buildings.
- c. The minimum height of awnings/canopies shall be nine feet from the lowest point of the awning/canopy to the sidewalk.
- d. Awnings and canopies shall be mounted on the horizontal framing element separating the storefront window from the transom (a crosspiece separating a doorway from a window).
- e. Awnings shall be designed to project over individual window and door openings and not project as a single continuous feature extending over masonry piers or arches.
- f. Awnings shall be mounted on the wood or metal framing within a door or window opening, not on the wall surrounding the opening.
- g. Awnings with back-lit graphics or other kinds of interior illumination are prohibited.
- 7. Projecting signs.
 - a. Projecting signs shall provide a minimum vertical clearance of nine feet above pedestrian areas.
 - b. Projecting signs shall project no more than 48 inches from the building face.
 - c. Projecting signs shall be limited to five square feet per side.
 - d. Projecting signs shall be considered visually interesting elements such as irregular, round, oval or three-dimensional shapes with painted or carved letters.
 - e. Mounting hardware must consist of ornamental wrought iron brackets of decorative and ornamental shapes.
- 8. Marquee signs.
 - Marquee signs are to be installed only on buildings occupied by theatres, cinemas, performing arts facilities, or parking structures.
 - b. The sign copy of marquee signs shall be limited to include only the facility's name and changeable copy related to current and future attractions.
 - c. The facility name portion of the sign shall not exceed 40 percent of the total sign area and the changeable copy portions of the sign shall not exceed 80 percent of the total sign area.
- 9. Hanging signs.
 - a. Hanging signs are permitted at ground floor locations, below canopies/awnings. Hanging signs may be permitted above the ground floor for upper floor businesses with covered entry porches and balconies.
 - b. A minimum clearance of eight feet above pedestrian areas is required.
 - c. Hanging signs, excluding supporting rods, chains or similar hangers, shall fit within an imaginary rectangle with a maximum area of two square feet.
- 10. Window signs.
 - a. Window signs shall not exceed ten percent of the window area so that visibility into and out of the window is not obscured.
 - b. Sign copy shall not exceed six inches in height.
 - c. Window sign copy shall be applied directly to glazed area.

of 3

DIVISION 8. C-2 CENTRAL BUSINESS DISTRICT

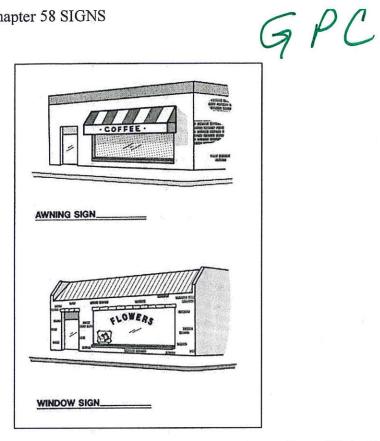
end piers. (a) The facade frame shall be capped by a stone, or simulated stone, coping or narrow cap flashing. Brick shall be laid primarily in running bond with minimal decorative detail.

- (b) Storefront opening. Storefronts shall be directly accessible from public sidewalks. Each storefront must have transparent areas, equal to 70 percent of its portion of the facade, between one and eight feet from the ground. The wood or metal glass framing system shall be painted, bronze, or powder coated. The building entry is often centered in the storefront opening and is commonly recessed.
- (c) [Blank walls.] Blank walls shall not face a public street or parking area. Walls facing a public street or parking area shall included windows and architectural features customarily found on the front facade of a building, such as awnings, cornice work, edge detailing, or decorative finish materials.

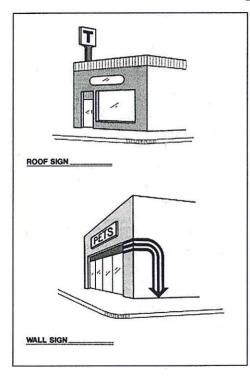
(d) Canopies/awnings. A canopy or awning is typically located at the top of the storefront opening.

- Awning shall be traditional in design; they shall be triangular in section, sloping outward and down from the top of the opening. Narrow front and side flaps are common. Round-top, half-round, box, or other unusual awning shapes are discouraged. Internally lighted awnings are prohibited. Signage on awnings shall be limited.
- ii. Canopies shall be narrow in elevation, six inches to 12 inches, and flat. Typically such canopies would have internal drainage. Canopies shall be self-supporting or supported by tension rods. Canopy projections to be limited to 48 inches. Sloping, or unusually shaped, canopies are prohibited.
- (5) Rear facades. Rear facades, facades not facing a public right-of-way, are as important as street facades because they are located adjacent to parking and, therefore, serve as the primary entrance to the building. Often times they must also accommodate service and delivery functions.
 - Rear facades shall exhibit the same components as street facades, however, need not follow as rigorous a design model:
 - (a) Facade frame. The facade frame, like that at the street facade, shall be constructed principally in a single plane. If a parapet is used at the rear facade, the parapet wall shall be flat or step slightly to accentuate end piers, as illustrated. If no parapet is used, downspouts shall be located at the outer sides of the facades, not in the middle of the facade. Acceptable materials include brick or stone consistent with the design of the front facade.
 - (b) Storefront opening. Like the street facade, the storefront opening shall be a rectangular or square opening, ten feet to 12 feet high, yet it may be a smaller portion of the width of the facade, or bay than the street facade; approximately 40 percent of the width. The opening shall be almost entirely glass (window, showcases, or door) with few subdivisions. The wood or metal glass framing system shall be painted, bronze, or powder coated. The building entry is often centered in the storefront opening and is commonly recessed.
 - (c) Canopies/awnings. A canopy or awning typically located at the top of the storefront opening, is recommended.
 - i. Awnings shall be traditional in design; they shall be triangular in section, sloping outward and sown from the top of the opening. Narrow front and side flaps are common. Round-top, half-round, may be approved by the city planning commission if it is determined that a round-top or half-found awning is consistent with the architectural character of the building. Box, or other unusual awning shapes are prohibited. Internally lighted awnings are also prohibited. Awnings are not intended to be a principal means of signage.
 - ii. Canopies shall be narrow in elevation and flat. Typically such canopies would have internal drainage. Canopies shall be self-supporting or supported by tension rods, as illustrated. Canopy projections to be limited to 48".
- (6) Materials. Maintained consistent palette of materials is important to establish continuity within the streetscape and to maintain and enhance the overall appearance of the village. The following are identified as acceptable building materials.

2 of 3



Awning Sign and Window Sign



Roof Sign and Wall Sign

3 of 3

http://library.municode.com/HTML/10869/level2/PTIICOOR_CH58SI.html

GPP

f. *Awning or canopy signs*. Letters may be painted or otherwise affixed to any permissible awning or canopy subject to the following regulations:

1. Lettering projection. Lettering or letters shall not project above, below or beyond the physical dimensions of the awning or canopy. Such sign shall be limited to location only on the skirt of such awning or canopy for awnings or canopies which project more than twelve (12) inches beyond the wall of the building;

2. Letter size. Lettering or letters shall not be larger from top to bottom than nine (9) inches for awnings or canopies which project more than twelve (12) inches beyond the building wall;

3. *Awning projection*. Awnings or canopies which project less than twelve (12) inches beyond the building wall may utilize not more than ten percent (10%) of the surface area of the awning for letters or lettering; and

4. *Letter content*. Lettering or letters shall not denote other than the name and address of the business conducted on the premises.

Sec. 32-31. Awnings and canopies.

(a)

Awnings and canopies shall be made with *a matte finish* cloth, *or* canvas *fabric*, or vinyl, and may not be covered with metal or hard plastic materials.

(b)

Awnings and canopies shall be of city approved colors. Such colors shall be approved by resolution of the planning commission and samples shall be maintained by the building official and made available to all applicants seeking a permit to install an awning or canopy free of charge.

(C)

Striped awnings or canopies shall not be permitted or installed. Awnings or canopies with vertical stripes are permitted A vertical striped awning may have up to three approved colors, but shall not include any letters, numbers and/or symbols of any kind.

(d)

No advertising message or logo shall be permitted on the face of any awning or canopy.

(e)

No awning or canopy shall be backlighted with artificial lighting.

(f)

Advertising material may be contained on the valance of an awning or canopy. Such message shall not exceed the message unit limitations for such property. Letters or numbers on the valance shall be limited in height to eight inches.

(g)

All applications for a permit to install a new awning or canopy or to install exact replacement awnings or canopies shall be authorized by the building official, provided that such proposed installation meets the provisions of this chapter.

DRAFT 03/19/14

(Code 1997, § 62-32; Ord. No. 803, § 62-32, 2-28-2005)

City of Grosse Pointe Woods BUILDING DEPARTMENT Monthly Financial Report – February 2014

Permits Issued: 88 Rental Certificates: 9 Vacant/Foreclosure: 0

Total: \$26,564

CODE ENFORCEMENT

| Abandoned/Foreclosure Compl. Notices Issued: | 0 |
|--|----|
| # of Complaints Investigated by Code Enforcement: | 10 |
| Closed Due to Compliance: | 8 |
| Open for Longer Compliance Time: | 2 |
| Citations Issued: | 2 |
| Early Trash Notices: | 3 |
| Code Violation Notices to Residents: | 30 |
| Tall Grass Notices Issued: | 0 |
| Stop Work notices to Contractors (working w/o permit): | 3 |
| Outside Storage: | 4 |

NEW BUSINESS

Allstate Insurance (moved from 19603)