

CITY OF GROSSE POINTE WOODS, MICHIGAN
20025 Mack Plaza Dr.
Planning Commission Meeting
Tuesday, September 28, 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 – 8/24/21
7. **SIGN VARIANCE: Sign Fabricators for Estia Greek Street Food, 20871 Mack Avenue**
 - a. Building Official Memo 09/20/21
 - b. Revised Sign Permit Application 09/23/21
 - c. Proposed Sign Drawing 09/20/21
8. **BUILDING OFFICIAL’S MONTHLY REPORT/s**
 - a. Building Department Reports – August 2021
9. **COUNCIL REPORT/s**
 - a. September 13 & 20, 2021 – Vitale
10. **INFORMATION ONLY: COUNCIL REPRESENTATIVE FOR NEXT MEETING**
 - a. October 4 & 18, 2021 – Chair Bailey
11. **NEW BUSINESS: Subcommittees:**
 - a. Solar Ordinance
 - b. 2020 Plan
 - c. Crosswalk/Pocket Park
 - d. Streetscape
12. **PUBLIC COMMENT:**
13. **ADJOURNMENT:**

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

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 a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk’s office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236. (313) 343-2440 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 AUGUST 24, 2021, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 2025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.



The meeting was called to order at 7:05 p.m. by Chair Bailey.

Roll Call: Chair Bailey
Planning Commissioners: Fuller, Gilezan, Hamborsky, Vitale
Absent: Profeta
Also Present: Building Official Tutag,
Administrative Assistant Modrack
City Attorney Thomlinson

MOTION by Vitale, seconded by Gilezan, that commissioner Profeta be excused from tonight's meeting.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale
NO:
Absent: Profeta

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

MOTION by Gilezan, seconded by Fuller, that all items on tonight's agenda be received, placed on file, taken in order of appearance as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale
NO:
Absent: Profeta

The Chair recognized Council Representative Vaughn who was in attendance at tonight's meeting.

MOTION by Fuller, seconded by Vitale, that the July 27, 2021 Planning Commission Meeting Minutes be received and placed on file as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale
NO:
Absent: Profeta

The next item was a **Sign Variance Request: Estia Greek Street Food, 20871 Mack Avenue**. Building Official Tutag presented an overview of the application and letter of appeal submitted by Sign Fabricators and the restaurant co-owners. Building Official Tutag then presented the reason for the sign application denial as it relates to the maximum height permitted in Chapter 32 of the City Code.

The petitioners attended the meeting to speak on this request: Evan Goike from Sign Fabricators, and co-founders/owners of Estia Greek Street Food restaurant, Paul Bittas and George Amos. Discussion ensued among the petitioners and Planning Commission members. Commissioners suggested that the petitioners meet with Building Official Tutag and apply for a sign variance request that is more in tune with the City Code. Commissioner Hamborsky suggested to the commission that with variance approval, the Flame logo on the sign be allowed a height over 3 feet.

MOTION by Vitale, seconded by Hamborsky, to postpone the sign variance request for Estia Greek Street Food, 20871 Mack Avenue, until the next Planning Commission Meeting, and after petitioners discuss with Building Official Tutag and modify the request.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale

NO:

Absent: Profeta

The next item was a general discussion regarding **covered bus stops along Mack Avenue**. At the August 16, 2021 City Council Meeting, it was requested that the Planning Commission discuss and consider adding covered bus stops along Mack Avenue to the Streetscape Plan. Commission Members discussed. The Chair stated he would reach out to Council Member Koester for more details and update the Planning Commission at a future meeting.

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

- Grosse Pointe Public Library is proposing an amendment to their Special Land Use by modifying the landscape as well as other like modifications. Met with the architects in charge of the project yesterday. A Planning Commission hearing will be scheduled once we receive the documentation to move forward.
- Building Department permit activity is high and inspections are scheduled weeks out.
- A new building inspection policy has been instituted due to the increase in requests, cancellations, and no-shows; it is now morning or afternoon, no exact times.
- City Council approved our request for a full-time Property Maintenance Inspector. A new inspector with 20 years of field experience has been hired.
- Positive feedback about the outdoor cafés on Mack Avenue.
- New benches look great around the city.

The next item was **Council Reports**:

- Commissioner Gilezan reported on the August 2nd Council meeting.
- Chair Bailey reported on the August 16th Council meeting.
- Commissioner Vitale will be reporting on the September 13th and 20th Council meetings.

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

- A. Solar Ordinance Subcommittee: The subcommittee met earlier in August where recommended changes were discussed. City Attorney Tim Thomlinson presented the revised Solar Ordinance to Commissioners and discussion took place. The revisions made to the Solar Ordinance related to roof-mounted solar panels being visible from the street and the appeal process.

MOTION by Hamborsky, seconded by Fuller, to recommend to City Council the approval of the revised Solar Ordinance as submitted, including the changes requested to paragraph 3 and 7b.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale

NO:

Absent: Profeta

Council Member Vaughn recommended that one or more members from the Solar Ordinance subcommittee be present for the City Council recommendation. Building Official Tutag agreed to make this happen.

- B. 2020 Vision Plan: Commissioner Hamborsky did not have anything new to report.
- C. Crosswalks/Pocket Parks: Commissioner Fuller did not have anything new to report.
- D. Streetscape Plan: Chair Bailey is going to meet with Council Member Vaughn regarding the allocated grant money toward the existing Streetscape Plan, and will update the Planning Commission at the next meeting.

Under Public Comment, the following was heard:

- Council Member Vaughn: Music on the Lawn is August 27, 2021 from 7:00 p.m. – 10:00 p.m., beverages and food will be available for purchase at the event. The Community Bridge Walk is September 6, 2021 from 9:30 a.m. – 11:00 a.m. at Lake Front Park, the first 200 people to sign up get a t-shirt.
- Chair Bailey stated he was happy to see everyone healthy and mentioned the start of football is here.
- Margaret Potter, 1834 Allard Avenue, Grosse Pointe Woods, MI 48236

MOTION by Hamborsky, seconded by Gilezan to adjourn at 8:01 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Vitale

NO:

Absent: Profeta

Respectfully Submitted,
Josie Modrack,
Administrative Assistant to the Building Official



MEMORANDUM
CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT

DATE: September 20, 2021
TO: Planning Commission
FROM: Gene Tutag, Building Official
SUBJECT: 20871 Mack Avenue, Estia, Sign Variance Request – Revised

At the August 24, 2021 Planning Commission Meeting, the sign variance request for the Estia Greek Street Food restaurant was postponed to give the applicant and Administration a chance to meet and discuss alterations to the proposed sign that would meet the criteria for a variance to be granted as described in Section 32-32 of the Sign Ordinance.

After meeting with the applicants on September 9, 2021, modifications to the sign's area were proposed that meet the requirements of Section 32-13, Wall Signs (c). The sign's area is now 28.5 square feet; the code permits a sign of 30 square feet, so the proposed sign is now in compliance with regard to the area square footage.

A variance is still required for the height of the sign. Originally proposed to be just over 6 feet and 9 inches high, the height of the sign is now proposed to be 5 feet; the code permits a maximum height of 3 feet.

We are requesting the Planning Commission recommend to City Council to approve the variance request of Section 32-13 (c), permitting the height of the sign to be 5 feet for the following reasons:

1. The request is within the spirit and intent of the ordinance and in the best interest of the city.
2. A sign with the applicant's logo "flame" in compliance with the ordinance would be out of scale with the façade of the lease space.
3. A sign complying with the ordinance on such a small store front would create a hardship for the applicant.

The only condition is that the sign be installed within 6 months from the date of city council action.

RECEIVED



SEP 23 2021

CITY OF GROSSE PTE. WOODS
BUILDING DEPT

**GROSSE POINTE WOODS
SIGN PERMIT APPLICATION**

Per Chapter #32 of the GP Woods 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 FOODS

E-MAIL: PBITTAS@GMAIL.COM

FAX: _____

BUSINESS ADDRESS: 20871 MACK AVE

***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 GOIKE

E-MAIL: evan@signfabricators.com

FAX: _____

ADDRESS: 43984 N. Groesbeck Hwy. Clinton Twp 48036

LICENSE #: 5306283

Sign Description:

TYPE: WALL SIGN

BUILDING WIDTH: 21' SIGN DIMENSIONS: 60" X 68.5" X 5"
Length x Height x Thickness (cannot exceed 8" w/transformer)

MATERIAL IN FACE OF SIGN: PLEXIGLASS

COLOR COMBINATIONS: RED & WHITE

SINGLE FACE [x] DOUBLE FACE [] FONT STYLE: SERIF & SANS SERIF

ILLUMINATION: INTERIOR [x] EXTERIOR []

NUMBER OF MESSAGE UNITS: 0 FONT HEIGHT: 17.5"

Applicant's Name & Signature: Susan M White SUSAN WHITE 09/23/21

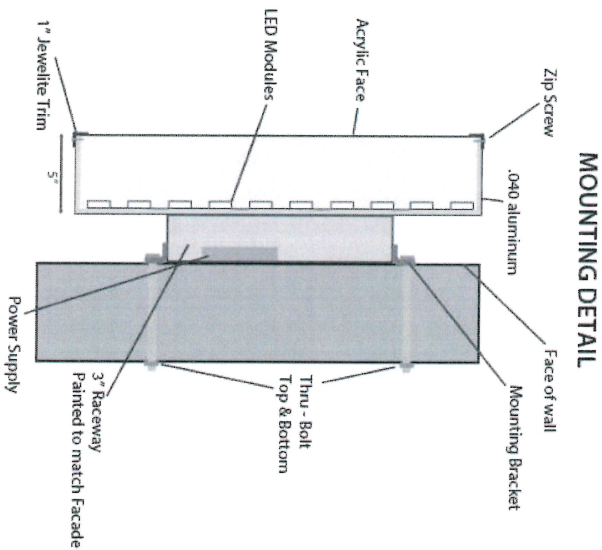
Received by: _____ Date: _____

APPROVED BY: _____ Date: _____

Building Official (313-343-2426)

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

7c



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.

RECEIVED

SEP 20 2021

CITY OF GROSE PTE. WOODS
BUILDING DEPT

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 Groesbeck Highway
Clinton Twp. MI 48036
Phone: 586-493-0502 Fax: 586-493-0503