



CITY OF GROSSE POINTE WOODS PLANNING COMMISSION MEETING AGENDA

Tuesday, July 25, 2023 at 7:00 PM

*Robert E. Novitke Municipal Center - Council Chambers/Municipal Court,
20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2426*

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. ACCEPTANCE OF AGENDA**
- 5. RECOGNITION OF COUNCIL REPRESENTATIVE/S**
- 6. RECEIPT OF FINAL APPROVED MINUTES**
 - [A.](#) Planning Commission – 4/25/2023
- 7. ORDINANCE REVIEW DISCUSSION**
 - [A.](#) Sign Ordinance (Chapter 32)
- 8. BUILDING OFFICIAL'S MONTHLY REPORT**
 - [A.](#) Building Department Report - May 2023
 - [B.](#) Building Department and Planning Report – June 2023
 - [C.](#) Building Department Report – July 2023
- 9. COUNCIL REPORT/s**
 - A. May 1st & 15th – O’Keefe
 - B. June 5th & 19th – Vitale
 - C. July 10th & 17th – Bailey
- 10. INFORMATION ONLY: Council Representatives for Next Meeting**
 - A. August 8th & 21st – Fenton
- 11. NEW BUSINESS**
 - [A.](#) 20139 Mack Avenue (Ahee Jewelers) Proposed Building Addition
 - [B.](#) 21336 Mack Avenue (Crosspointe Christian Church) Proposed Building Addition
 - [C.](#) Consider recommendation of establishing Social District(s)
- 12. OLD BUSINESS**
- 13. PUBLIC COMMENT**
- 14. ADJOURNMENT**

MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **APRIL 25, 2023**, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:00 p.m. by Chair Gerhart.

Roll Call: Chair Gerhart
Commissioners: Bailey, Fenton, Fuller, McNelis, O’Keefe,
ABSENT: Gilezan, Hamborsky, Vitale
Also Present: Planning Project Manager, Michael Boettcher, AICP
Council Member Vaughn
Recording Secretary Miotto
Jill Bahm and Rose Kim, Giffels Webster

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens’ Commission
- Melinda Billingsley, Citizens’ Recreation Commission

MOTION by Fenton, seconded by Fuller, to excuse Commissioners Gilezan, Hamborsky, and Vitale from attendance at tonight’s meeting.

Motion carried by the following vote:

YES: Bailey, Fenton, Fuller, Gerhart, McNelis, O’Keefe
NO:
ABSENT: Gilezan, Hamborsky, Vitale

The Planning Commission, Staff, and the Public Pledged Allegiance to the U. S. Flag.

Commissioner Hamborsky arrived at 7:02 p.m.

MOTION by McNelis, seconded by Fuller, that tonight’s agenda be approved as presented.

Motion carried by the following vote:

YES: Bailey, Fenton, Fuller, Gerhart, Hamborsky, McNelis, O’Keefe
NO:
ABSENT: Gilezan, Vitale

The Commission acknowledged the attendance of Council Person Vaughn.

The Chair acknowledged the March 28, 2023, Planning Commission Meeting Minutes were immediately certified on March 28, 2023, so do not require additional approval.

PLANNING COMMISSION
04-25-23 - 07

The next item on the agenda was **Giffels Webster Master Plan Update Work Plan Discussion.**

Jill Bahm and Rose Kim, of Giffels Webster, presented their April 12, 2023, draft of the master plan. Commissioner Hamborsky suggested Giffels Webster include a map that displays the density of the land use types. Commissioner Fuller suggested that the future use maps be reviewed for accuracy of current usage, specifically those displayed as Institutional, citing the change of use of Liggett on Briarcliff. Fuller also noted that Giffels Webster descriptions of the parks should be updated. The Planning Commission stated they would provide Giffels Webster the current Citizens' Recreation Commission plans for the parks.

Giffels Webster requested that a joint City Council and Planning Commission 1.5 hour "visioning" session be placed on the calendar in late May, or early June, to create a SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis and to set goals and objectives. In the July/August timeframe a Public Open House (in-person and online) should be scheduled to gain resident input to the plan. Phase 2 would commence with Giffels Webster preparing the plan, then public input would be gathered, then a public hearing and adoption. Lastly, the finalization and printing of the plan would close out the project.

Commissioner Gilezan arrived at 7:23 p.m.

The next item on the agenda was the **Building Official's Monthly Report.**

The next item on the agenda was the **Council Reports.**

The April 3rd and April 17th, 2023, City Council meetings were discussed.

Under **New Business**, were the Sign Ordinance and Lighting Ordinance.

Council Member Vaugh provided a redlined draft of the Sign Ordinance and Michael Boettcher provided suggestions for the Lighting Ordinance. Commissioners will review the documents for discussion at the May meeting. Attorney Tomlinson will attend the May Planning Commission meeting.

Under **Old Business**, the Revised By-Laws and Rules of Procedures were presented.

Under **Public Comment**, no one wished to be heard.

MOTION by Hamborsky, seconded by O'Keefe, to adjourn at 8:06 p.m.

Motion carried by the following vote:

YES: Bailey, Fenton, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O'Keefe

NO: None

ABSENT: Vitale

Respectfully Submitted,
Gretchen Miotto
Clerk's Confidential Assistant & Recording Secretary

Chapter 32 - SIGNS

Sec. 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 within a certain geographical area which has early American colonial architectural features sign design and lettering consistent with early American colonial architectural features. 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~~ surrounding 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~~ a property use.
- (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.
- (11) Avoiding fraudulent and misleading messaging.

(12) Safely directing persons and property to allow for safe ingress and egress and delivery of emergency services.

(13) Reducing time required to read and understand a sign to reduce the distraction of pedestrians and motorists.

Sec. 32-2. – Scope of chapter.

- (1) It shall be unlawful for any person to erect, construct or alter any sign in the city without complying with the provisions of this chapter.
- (2) Any sign already established on the effective date of the ordinance from which this chapter is derived, and which is rendered nonconforming by the provisions in this chapter, and any sign which is rendered nonconforming as a result of subsequent amendments to this chapter, shall be subject to the regulations concerning nonconforming structures and uses set forth in this chapter.

Sec. 32-3. – Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Abandoned sign means any sign which, by reason of neglect, damage or deterioration, requires repair and the owner thereof fails, neglects or refuses to initiate refurbishment or repair to the sign within ten days after having received written notice so to do from the city or fails to complete such repair or refurbishment within 60 days from the receipt of such notice from the city.

Animated sign means a sign depicting the actual or apparent movement of any portion of a sign, and shall include replicas or statues of persons, animals and cartoon style characters, whether such statues contain or appear to contain moving parts or not.

Application means the paperwork necessary for the processing of the applicant's request, including all requested information, photographs, drawings or renderings as detailed on the application form requested by the city and as amended by the city from time to time.

Area means the entire area within a rectangle, circle, triangle or parallelogram enclosing the extreme limits of writing or pictorial representation, emblem or any figure of similar character together with any frame or other material or other color forming an integral part of the display or used to differentiate it from the background against which it is placed, excluding

the necessary supports or uprights on which such sign is placed. Where a sign has two or more faces or graphics, the area of all faces or graphics shall be included in determining the area of the sign.

Awning means a structure made of cloth, metal or other material affixed to a building in such a manner that the structure may be raised or retracted to a position against the building or retracted so as to be within a container or device for storage.

Back-to-back means any sign containing two or more surfaces containing words, numbers, figures, devices, designs or trademarks visible to the general public and designed to inform or attract the attention of persons, which signs are constructed or installed with the back of each sign facing the back of the second sign so that such messages as contained on the sign face are visible to persons viewing such signs from two or more directions.

Balloon means any device capable of being inflated with air, helium or other gas and mounted, tied or tethered in such a manner as to hold such balloon from being carried away by the wind.

Banner sign means any sign produced on cloth, paper, fabric or any other combustible material, either with or without a supporting framework.

Billboard means any display sign that contains a message unrelated to or not advertising a business transacted or goods sold or produced on the premises on which the sign is located.

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

Building line means the term as defined in chapter 50.

Building official means the person designated as the director of the division of safety inspection for the city.

Canopy means a structure or frame covered with canvas, cloth or other soft material usually extending from the wall of a building and designed to provide shelter from sunlight and the elements.

Changeable copy sign means any sign designed or constructed so that the lettering or message contained thereon is capable of being changed by rearranging or installing new letters or messages without removing and replacing or resurfacing the face of such sign.

Closed-face sign means a sign having a projected area exposed to wind loads consisting of 70 percent or more of the gross area as determined by the overall dimensions.

Combination sign means any sign that combines the characteristics of two or more signs.

Curbline means the line at the face of the curb nearest the street or roadway. In the absence of a curb, the curbline shall be established by the city engineer.

Dilapidated sign means any sign, which, by reason of damage, exposure to the elements or other causes, has deteriorated so that the intended message is no longer clearly discernible from a public or private street abutting property where the sign is located.

Directory sign means any sign not exceeding eight square feet listing the name and address of the occupant, the address of the premises, and/or locations of various ~~businesses or activities~~ uses within a building or multitenant building that are not for the purpose of bringing same to the attention of vehicular traffic. Directory signs cannot exceed eight square feet.

Display surface means the area made available by the sign structure for the purpose of displaying an advertising message.

Double-faced sign means any sign containing two or more surfaces containing display areas.

Electrical sign means any sign which has characters, letters, figures, designs, faces, logos, backgrounds or outlines illuminated by incandescent or fluorescent lamps or luminous tubes as part of the sign proper, such light sources being either external or internal.

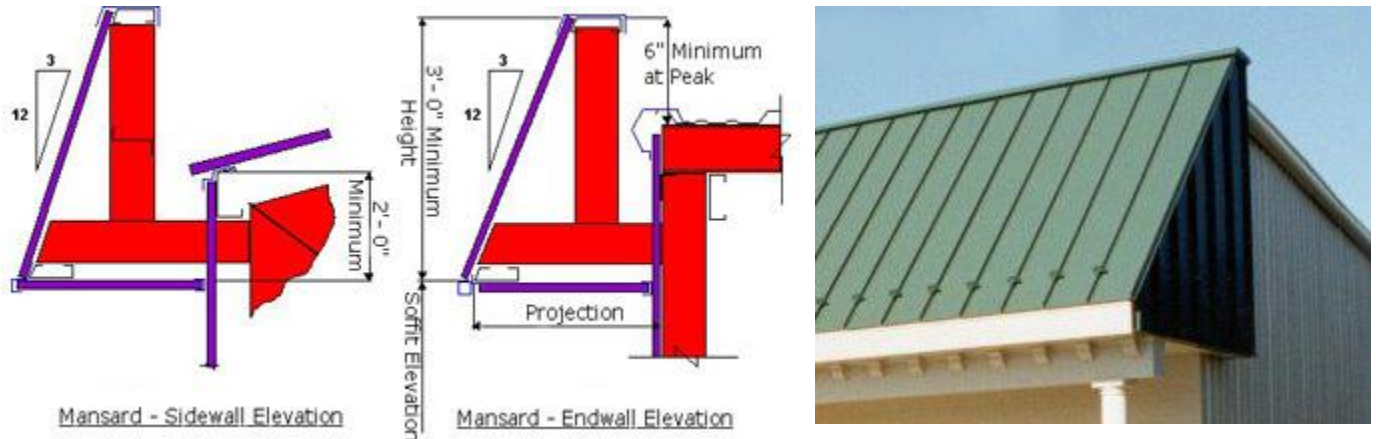
Existing sign means any sign that is displayed on and before the effective date of the ordinance from which this chapter is derived.

Festoon sign means a sign consisting of a wreath or garland of flowers, leaves, paper or other materials hanging in a loop or curve.

Gasoline Fluid price sign means any sign that is used to advertise ~~the price of gasoline or other fuels~~ the dispensing of fluid at that location. ~~If brand identification material is used on or is a part of the sign advertising price, such shall be considered the gasoline price sign. A fluid price sign shall not exceed 20 square feet for any single location. Where fluid is dispensed from locations within 25 feet of each other, signage shall not exceed 20 square feet collectively for all such dispensing locations on the premises. or collection of locations situated within 25 feet of each other where fluid is available for dispensing.~~

Ground sign means a sign supported by one or more poles, columns, uprights or braces or a solid base in or upon the ground, which are not part of a building.

Mansard facade means decorative trim or panel projecting from the top of the wall; the triangular portion of a building as shown in the diagram below. that portion of a building as described in diagram 62-3A (the triangle portion).
Example Diagram (left) and Image (right):



Marquee sign means a sign that is attached to a marquee.

Message units means a word, an abbreviation, a number containing up to ten digits, a symbol, a geometric shape or a person's or firm's initials containing up to 11 letters. Punctuation marks are not counted in computing the number of message units.

Michigan Building Code means the Michigan Building Code as published by the state as adopted and amended from time to time.

Moving message board means an electrical sign designed to exhibit a pattern of letters or numbers delivered in such fashion so as to appear to be moving lines or words of type.

Multi-tenant building means a building with multiple tenants or businesses uses, which share a common entrance.

Noncombustible material means any material which will not ignite at or below a temperature of 1,200 degrees Fahrenheit during an exposure of five minutes and which will not continue to burn or glow at such temperature.

Nonconforming sign means any sign existing on and after the effective date of the ordinance from which this chapter is derived, which sign does not comply with one or more of the requirements for signs as contained in this chapter.

Open-face sign means a sign having a projected area exposed to wind loads consisting of less than 70 percent of the gross area of the sign as determined by the overall dimensions.

Parapet and **parapet wall** mean the part of any wall entirely above the roof.

Parapet panel sign means a closed-face sign mounted upon the parapet wall of a building.

Parapet skeleton sign means an open-face sign composed of individual letters, which are mounted upon the parapet wall of a building.

Plastic materials means those materials made wholly or principally from standardized plastics.

Pole sign means any sign placed on a pole (whether round, square or rectangular); which pole is placed into the ground.

~~**Political sign** means a sign announcing the candidacy of a person running for public office or issues to be voted upon at an election.~~

Portable sign means any sign or display board, searchlights, lighting panel or similar device mounted upon a trailer or upon its own frame and wheels and not being a ground sign as defined in this chapter. Portable signs include any so-called "sandwich boards" or signs placed on easels.

Projecting encroaching sign means a projecting sign that projects beyond a private property line into and over public property.

Projecting sign means a sign, other than a wall sign, suspended from or supported by a building or structure, or masonry or wooden posts or steel columns, and projecting therefrom.

Pylon sign means any sign placed on a stake or mast-like pole.

Roof sign means a sign erected over or on the roof of any building and wholly or partially dependent upon the roof of the building for support, or attached to the roof in any way.

Rotating sign means any sign or advertising device that rotates or gives the appearance or optical effect of rotating.

Sign means any device or representation for visual communication that is used for the purpose of bringing the subject thereof to the attention of others that is located on or attached to any premises, real property or structure on real property, or upon any vehicle.

Sign structure means a supporting structure erected, used or intended for the purpose of identification or attracting attention, with or without a sign thereon, situated upon or attached to the premises, upon which any sign may be fastened, affixed, displayed or applied; provided, however, this definition shall not include a building, fence, wall or earthen berm.

Temporary sign means a sign, banner or other advertising device constructed of cloth, canvas, fabric or other light temporary material, with or without a structural frame, intended for a limited period of display including decorative displays for holidays or public demonstrations.

~~**Time and temperature sign** means any sign with numbers expressing the time and temperature and designed to reflect changes in such information.~~

Traffic direction sign means a sign advising of a route for pedestrian or vehicular travel to reach a destination upon the property where the sign is situated such as a sign advising of entrances, exits and parking locations.

Trailer sign means a sign with a display surface supported on a mobile chassis, other than a motor vehicle.

Utility warning sign means a sign advising of the location of a public or private utility, by way of illustration: gas, sewer, water, telecommunication lines, and other similar lines.

Valance means a loose nonstructural edging located around the bottom of an awning not exceeding 12 inches in height. This provision shall only apply to valances to which sign copy is applied.

Wall sign means a sign which is attached to, affixed to, placed upon or painted upon any exterior wall or surface of any building, building structure or part thereof, provided that no part of any such sign extends more than eight inches from the face of the exterior wall.

Window area means that portion of a transparent material (glass or other see-through material) on each elevation of a building. Window area includes doors of glass or see-through doors.

Window signage means any sign or message, including lighted signs, plastic, paper, cardboard or cloth signs or signs of similar material placed or installed on any window surface. Advertising messages visible through a window display the objective of which is to communicate with pedestrian or vehicular traffic will be considered a window sign for purposes of this chapter. The term "window signage" includes, but is not limited to, hours of operation, directory signs, community signs and temporary signs.

Yard sale sign, basement sale sign, garage sale sign and rummage sale sign mean

posters, signs and notices advertising a sale of personal property by private individuals conducted at residential premises.

Sec. 32-4. - Administration and enforcement.

- (1) **Enforcement authority.** Subject to applicable provisions of law and consistent with the delegation of power found in the Charter and applicable ordinances, the building official or the building official's duly authorized representative is hereby authorized and directed to enforce this chapter.
- (2) **Right of entry.** Upon presentation of proper credentials, the building official or the building official's duly authorized representative may at reasonable times enter any building, structure or premises in the city to perform any duty imposed upon such person by this chapter
- (3) **Interpretation.** Subject to applicable provisions of law and consistent with the delegation of power found in the Charter and applicable ordinances, the building official and the planning commission, to the extent a matter is brought before the planning commission pursuant to this chapter, is hereby authorized to interpret the provisions of this chapter.
- (4) **Establishment of permit fees.** Fees for permits required by this chapter shall be established by resolution of council.
- (5) **Permit generally; alteration or relocation of signs.**
 - (a) **Permit required; issuance.** No person shall erect, construct, alter, relocate or refurbish, or cause or permit to be erected, constructed, altered, relocated or refurbished, any sign in the city without first obtaining a permit from the division of safety inspection. A separate permit shall be required for each sign. Electrical signs shall also require an electrical permit. If an application for a sign permit indicates that the proposed sign conforms in all respects to the provisions of this Code, a permit shall be issued by the building official. The building official must act either to approve or deny an application within 90 days of presentation of a complete application to the building official, unless the building official and the applicant agree in writing to extend this time period.
 - (b) **Enlargement, alteration or relocation of signs.** No person shall enlarge or relocate a sign except in conformity with the provisions of this chapter relating to new signs. The changing of movable parts of an approved sign

that is designed for such changes, or the repainting with approved colors or reposting of display matter, shall not be deemed an alteration, provided that the conditions of the original approval and the requirements of this chapter are not violated.

~~(c) **Exceptions to permit requirement.** No permit shall be required for the following signs and outdoor display structures. Such exceptions, however, shall not be construed to relieve the owner of the following signs from responsibility for its erection and maintenance in a safe manner:~~

(c) **Exceptions to permit requirement.** Signs 6-10-sq ft or less, and with no more than a total of four (4) freestanding and window signs in number on a property, including a contractor’s sign while working at the property only, - do not require a permit but shall otherwise fully comply with the provisions of this ordinance and other applicable codes of the City, and are further subject to inspection. -Additionally, the following signs do not require permits: -

1. Directory signs.

2. Traffic direction signs.

3. Utility warning signs.

4. Window signs.

1-5.

(6) Permit and inspection fees.

- (a) All fees under this chapter, except as otherwise provided in this chapter, shall be set by resolution of council and paid in advance. Copies of the resolution setting the sign permit fees shall be filed in the office of the city clerk.
- (b) The permit fees for all signs shall be in addition to any fees required for electrical inspections when electric lighting is used.
- (c) If work for which a permit is required by this chapter is commenced or continued before such permit is issued, the permit fees established by

resolution for any sign erection so commenced or continued shall be doubled, but the payment of such double fee shall not relieve any person from fully complying with the requirements of this chapter in the execution of the work, or from any prescribed penalty.

- (7) **Inspection of work covered by permit.** No person conducting or performing work covered by a permit required by this chapter shall fail to notify the building official when such work has been commenced and completed. No person shall conceal any portion of such work until it has been inspected and approved by the director or the director's designated representative. If the work is found to be properly performed and safe, a certificate of inspection shall, if requested, be issued. The director or the director's designated representative shall have the authority to order any corrections of work the director or the director's representative may find necessary to comply with this chapter.
- (8) **Suspension or revocation of permit.** The building official or the building official's designated representative shall give notice, in writing, to the holder of a permit issued under this chapter of the reasons for any proposed suspension or revocation of such permit, which notice shall be served upon such holder at least five days before the time set for the hearing before the planning commission. Upon such hearing, the licensee or permittee may appear in person or together with counsel and contest such suspension or revocation. For good cause shown at such hearing, the commission may suspend or revoke any such permit.
- (9) **Correction or removal of unsafe or unlawful signs.** When any sign becomes insecure or in danger of falling, or when any sign is unlawfully installed, erected or maintained in violation of any of the provisions of this chapter, the owners thereof or the person maintaining the sign shall, upon written notice of the building official or the building official's designated representative, forthwith in the case of immediate danger and in any case within not more than ten days, make such sign safe and in conformity with this chapter or remove the sign.
- (10) **Maintenance and annual inspection.**
- (a) All signs for which a permit is required under this chapter, together with their supports, braces, guys and anchors, shall be kept in good repair in accordance with this chapter and, when not galvanized or constructed of approved corrosion-resistant, noncombustible materials, shall be painted when necessary to prevent corrosion or on a regular basis or as may be required for safety purposes and to maintain aesthetic values.
- (b) All classes of signs shall be inspected by the building official ~~once a year upon~~ request as to the safety, and if found to be well supported, painted to

prevent corrosion and so secured to the building as to safely support the weight of the sign as well as resist wind pressure in accordance with the general structural requirements for new sign installation, a certificate of inspection shall be issued, ~~upon request.~~

- (11) **Existing signs.** No sign heretofore approved and erected sign shall be altered or relocated either on the same premises or to other premises. Except as provided in subsection 32-12(b)(6), no sign, or any substantial part thereof, which is blown down or destroyed shall be re-erected, reconstructed, rebuilt or relocated unless the sign is made to comply with all applicable requirements of this chapter.
- (12) **Engineering design and materials.** Signs and sign structures shall be designed and constructed to resist wind forces as specified in the state building code.
- (13) **Approval of design and structural details.** Designs and structural details of all signs shall be submitted to the division of safety inspection before a permit is issued under this chapter. The building official shall determine whether or not any proposed sign installation is compatible with the exterior appearance of the building in accordance with the standards set forth in this chapter.

Sec. 32-5. - Illumination generally.

- (1) **Wiring installation; open spark or flame prohibited.** No sign shall be illuminated by other than electrical devices. Wiring shall be installed in accordance with the requirements of the National Electrical Code and the rules and regulations of the division of safety inspection. In no case shall any open spark or flame be used for display purposes.
- (2) **Electrical inspection.** No electrically operated or illuminated sign shall be erected before the chief electrical inspector's seal or stamp has been affixed to such sign.
- (3) **Location; prohibited lights.** No person shall place, maintain or display a blinking, oscillating or rotating light. Lights that may be mistaken for the distinguishing lights authorized by law for emergency vehicles and safety devices, because of similarities in color and design, shall not be permitted along roadways.
- (4) **Exception.** No transformer in excess of 30 milliamperes (MA) with 120 volt primary service shall be permitted, except as may specifically be approved by the building official.

Sec. 32-6. - Internally illuminated signs.

All internally illuminated signs shall be constructed so as to produce or emit a subdued

lighting effect. Backlighted individual letters are permitted. Interior illuminated signs shall be constructed so that the background face of such sign is opaque or nearly opaque so as to allow the illumination of only letters, numbers, or logos on the display surface so that minimal light passes through the background.

Sec. 32-7. - Illuminated signs.

Awnings and canopies shall not be illuminated. The display surface of signs permitted under the provisions of this chapter facing Mack Avenue and Harper Avenue may be illuminated by externally mounted incandescent lights directed to shine upon the display surface and shielded from shining at other than the display surface. Such incandescent lighting shall not exceed 150 watts for every 20 square feet of display surface illuminated. Applications for illuminated signs shall be referred to the building official for approval. Such application shall be accompanied by a drawing or photograph of the building facade showing the area where the proposed sign is intended to be installed and the wording, lettering and appearance of the proposed sign on the building, including the dimensions thereof. The drawings or photographs submitted by the applicant must include photographs of the buildings on either side of the applicant's building.

Sec. 32-8. - Window signage.

Window signage, as defined in section 32-3, shall not exceed 20 percent of the elevation's (frontal view) window area. There shall be no limitation on the number of message units.

Sec. 32-9. - ~~Design of business logos~~ Logos.

~~Logos covering no more than one-third of the surface area of a sign face shall be permitted provided that additional lettering or message units other than logos are allowed as long as the maximum allowable area requirements are met. Logos covering an entire sign face are permitted provided the entire sign face does not exceed one-third of the maximum allowable area of the sign face. For purposes of this section, a logo is defined as a symbol, picture or graphic elements arranged in a specific way to represent a business, corporation, trade or profession.~~

Logos, defined as a symbol, picture, or graphic element arranged in a specific way to represent an entity using the property, shall be permitted. ~~provided they cover no more than 1/3 of the surface area of the sign face.~~ The area covered by the logo and additional lettering, if any, shall be considered together when calculating the maximum allowable area for signage.

Sec. 32-10. - Maximum number of message units; prohibited signs.

(1) **Maximum number of message units.**

- (a) **Quantity restriction.** The total of all signs on a property shall not contain in excess of a total of ten message units, except as otherwise provided in this chapter.
- (b) **Exceptions.** The following signs shall be exempt from the message unit limitation contained in this section, but shall be subject to the other regulations of this chapter:

1. ~~Gasoline price signs. A gasoline service station shall be permitted signs on each pump island indicating the prices, the types of gasoline and the type of service. The area of such signs shall not exceed 20 square feet per pump island. Fluid dispensing sign. A use of property which has locations where fluids are dispensed shall be permitted. Signage at each such location where fluid is dispensed up to 20 square feet. Where fluid is dispensed from locations within 25 feet of each other, signage shall not exceed 20 square feet collectively for all such dispensing locations.~~
2. ~~Theater marquee~~ Marquee signs.
3. ~~Business name sign. If Property use name sign which identifies the name of the user of the property, if the name of the business exceeds ten message units up to the number of units to complete the full name.~~
4. ~~Permanent signs on vending machines, gas pumps or ice containers indicating only the contents of such devices, provided such devices are located within ten feet of a building. The sign area of each device may not exceed six square feet. Up to 6 square feet of signage may be provided on devices which dispense materials which indicate the materials dispensed from such device; provided such devices are situated within 10 feet of a building. Examples are: vending machines and automated tellers.~~
5. ~~Signs not exceeding six square feet which contain noncommercial messages including designation of restrooms, telephone location, restrictions on smoking, or door openings, and private traffic control and parking signs. Safety related and directive signs, such as: designation of restrooms, telephone location, smoking restrictions, exits, traffic control, and parking.~~
6. Memorial signs on tablets, names of buildings and date of erection, when cut into the masonry surface of a building or when constructed of

- bronze or other incombustible material affixed to a building.
- ~~7. Signs of a religious institution, school, museum, community recreation facility or library indicating the name, current displays or activities and having an area not greater than 25 square feet. -~~
- 7. Historical plaques not exceeding two square feet designating a building as a historical structure as permitted and provided by State law.
- ~~8. Business signs not exceeding two square feet per sign face containing information on credit cards or business affiliations. Signs not exceeding 2 square feet per sign face providing information on the use and affiliations with the use. Examples are service club affiliations, such as Chamber of Commerce, and credit card logos.~~
- ~~9. Political signs advocating or opposing a candidate for public office or a position on an issue to be determined at an election, provided that such signs are removed within seven days after such election.~~
- 9. Signs authorized by the U.S. Government, the state, or any of its agencies or political subdivisions, as may be approved by the planning commission.
- 10. Street addresses and telephone numbers, fax machine numbers, e-mail addresses and/or websites.
- 11. Sandwich board or sign placed on easel, not to exceed 42" in width, and not greater than 65" in height not to exceed in total on both sides square feet.

11.12. Blade Signs.

- (2) **Prohibited signs.** The following signs are prohibited, notwithstanding anything to the contrary in this chapter:
- (a) Animated signs.
 - (b) Banner signs, except as authorized by the planning commission.
 - (c) Roof signs.
 - (d) Rotating signs.

- (e) Signs with flashing, blinking or moving lights, including moving message boards.
- (f) Signs with exposed incandescent lights.
- (g) Pennants, streamers, spinners or flags of any type used for advertising purposes.
- (h) Balloons, with the exception of 12-inch size balloons, if:
 1. No more than 12 are displayed during business hours for no more than 12 hours for one day only.
 2. The balloons are attached by string/ribbon not exceeding 30 inches in length.
 3. The balloons do not obstruct the sidewalk or public right-of-way.
 4. Any one business is limited to displaying balloons to five times per year for special occasions.
 5. Balloon displays must be approved by the building official.

~~Strings of lights, excepting holiday decorations.~~

~~(i)~~(i) Any sign that is structurally unsafe or is capable of causing electrical shock as determined by the building official which determination is subject to appeal.

~~(j)~~(j) Any sign that obstructs a window, door or other opening, used for a fire escape.

~~(k)~~(k) Any sign which makes use of the word "stop," "look" or "danger" or any other words or phrases that would tend to mislead or confuse vehicle operators.

~~(l)~~(l) Any sign containing obscene, indecent or immoral matter language which would be prohibited from use by the Federal Communications Commission, or which would be found to be obscene, indecent or profane if broadcast by the Federal Communications Commission. Any display of the human body which would be considered public nudity if such display involved a person pursuant to the City ordinance prohibiting public nudity.

~~(n)~~(m) Any sign unlawfully installed or erected.

~~(o)~~(n) Any sign which no longer advertises a bona fide business or product.

~~(p)~~(o) Any sign attached to a standpipe, gutter drain or fire escape, or any sign designed or erected so as to impair access to a roof.

~~(q)~~(p) Any sign within 50 feet of a residential zoning district unless such sign is completely screened by a building, solid fence or evergreen planting so as not to be visible from the residential area.

(q) Any sign that would project above the parapet line of any roof or the peak of any roof.

~~(r)~~(q) Any sign that would project into any public right-of-way or other accessway.

~~(s)~~(r) Any sign which is attached to a tree, fence or utility pole.

~~(t)~~(s) Festoon signs.

~~(u)~~(t) Portable or temporary signs, unless specifically permitted by this chapter.

~~(v)~~ Painted wall signs.

~~(u)~~

~~(w)~~(v) Any other sign not specifically permitted by this chapter.

~~(x)~~(w) Painted or pasted sidewalk signs.

~~(y)~~(x) Projecting signs over public property except as permitted by section 32-35.

~~(z)~~(y) Parapet panel signs.

~~(aa)~~(z) Marquee signs.

Sec. 32-11. - Miscellaneous provisions.

(1) **Ground signs.**

(a) ~~Obstruction of access Maintaining Site Distance and Avoiding Obstruction.~~
No ground sign shall be erected so as to obstruct free access to or egress

from any building. A site distance triangle shall be maintained so that signage is not placed obstructing the vision of drivers of vehicles entering or exiting drives or driveways with respect to pedestrian traffic on sidewalks, walkways, and vehicular traffic in roads and streets.

(b) **Setback.**

1. **Location.** Except as otherwise provided in this section, no ground sign shall be located nearer to a street property line than the established building line. No ground sign shall be located within 15 feet of a side or rear yard property line.

2. **Exceptions.**

a. Pylon-type ground signs which contain an area of 32 square feet or less, in which only noncombustible materials or approved plastics are used, and which do not exceed a height of seven feet above the ground, may be located not less than two feet from a street property line. For the purpose of determining the allowable area of such signs, a double-faced sign shall be considered a single-faced sign. When a masonry or concrete foundation or planter which extends above the ground level is used as part of such pylon-type sign, the area of such foundation or planter shall not be considered a part of the area of the sign. However, the height of such foundation or planter shall be included in determining the maximum height of the sign.

b. Pole-type ground signs which are erected so that the bottom thereof is at least ten feet above the ground level, which are constructed of noncombustible materials or approved plastics, and which contain an area of 32 square feet or less, may project to street property lines.

(c) **Height and dimensions; number of signs.** Ground signs may be erected to a height of not more than 20 feet above the ground or to the peak of the roof of the property where the sign is installed, whichever is the least, when in compliance with the restrictions of subsection (2) of this section. No ground sign shall exceed 32 square feet of area or the maximum height and width limitation, whichever is the least. Only one ground sign or freestanding sign shall be permitted per street frontage, except at a shopping center with 200

feet or more of street frontage, in which case two ground or freestanding signs are permitted.

- (d) **Maintenance.** Every ground sign and the immediate surrounding premises shall be maintained by the owner of such sign in a clean, sanitary and inoffensive condition and free and clear of all obnoxious substances, rubbish and weeds.
- (e) **Variations.** The city council may grant variances in the height, area and setback requirements of this subsection in cases where there are unusual practical difficulties or unnecessary hardships because of topographical or other conditions, provided that such variations will not seriously affect any adjoining property, aesthetic quality or the general welfare, health or safety.

(2) ~~Marquee signs.~~

(3) **Temporary sign generally.**

- (a) **Duration of permit.** Permits for temporary signs may be issued by the building department provided such temporary sign meets the requirements of this chapter. Permits for temporary signs shall authorize the erection of such signs and their maintenance for a period not exceeding 30 days twice per year.
- (c) **Size.** Temporary signs shall not exceed 32 square feet in area.
- (d) **Location.** No temporary sign shall be erected so as to prevent free ingress to or egress from any door, window, fire escape or ventilating equipment. No sign shall be attached to any standpipe or fire escape. No temporary sign shall extend over or into any street, alley or sidewalk a distance greater than four inches from the wall upon which it is erected. No such sign shall be placed or project over any wall opening.

~~(4) Wall signs.~~

~~(a) **Material.** Wall signs shall be constructed of noncombustible material, except that approved combustible materials or approved combustible plastics may be used as provided in this Code, and wood may be used for moldings and purely ornamental features.~~

~~(c)(a) **Projection beyond building line.** Wall signs shall not project beyond an~~

~~established building line or a street property line. Wall signs shall not project into alleys.~~

~~(d)(a) **Prohibited locations.** No wall sign shall be attached to a building in such manner so as to obstruct any door, window, fire escape or ventilating system.~~

~~(e)(a) **Extension over or beyond wall.** Wall signs shall not be erected to extend above the top of a wall or beyond the ends of the wall to which they are attached.~~

~~(f)(a) **Thickness.** No wall sign shall be more than eight inches thick.~~

~~(g)(a) **Attachment to parapet wall.** No wall signs shall be attached to any parapet wall.~~

~~(h)(a) **Painted wall signs.** No wall sign may be painted onto any building wall.~~

- (5) **Maximum time period for use of trailer signs.** No permits shall be issued for the installation or use of any trailer signs for a period of longer than 14 days in any calendar year.

Sec. 32-12. - Nonconforming signs.

- (1) Signs erected, constructed or installed prior to the effective date of the ordinance from which this chapter is derived and which do not conform to the regulations and restrictions contained in this chapter shall be deemed to be nonconforming signs.
- (2) Nonconforming signs shall not:
 - (a) Be changed to another nonconforming sign.
 - (b) Have any changes made in the words or symbols used or the message displayed unless the sign is specifically designed for periodic change of message.
 - (d) Be structurally altered so as to prolong the life of the sign or so as to change the shape, size, type or design of the sign.

- (e) Have the face changed unless such sign is of a type of construction to permit such a complete change of the face.
 - (f) Be repaired or replaced after being damaged if the repair or replacement would cost more than 50 percent of the cost of an identical new sign except as provided in subsection (c) of this section.
- (3) Any sign or awning having been destroyed or rendered unusable by unintended damage may be replaced by an identical sign or awning, but must be approved by the building official.

Sec. 32-13. - Wall signs.

- (1) Where wall signs are placed so as to cover transom windows, the glass in such transoms must be removed and a steel frame in the form of steel studs covered on both sides with metal lath and cement plaster must be provided before the wall sign is erected. In filing applications for the erection of such signs over transoms, it will be necessary that complete detailed sketches be included showing compliance with all these requirements before a permit can be granted. All wall signs to be placed on mansard facades are to be constructed of individual characters, on a raceway or applied directly to the facade.
- (2) All applications for the erection of a wall sign shall show the location of the sign, details of the building to which the sign is to be attached, the size, color and appearance of the sign and all necessary details for fabrication and erection of such sign and any other requirements as detailed on the application.
- (3) 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.
- (4) Wall signs upon building fronts containing 41 feet to 60 feet of frontage shall not exceed three feet in height or a maximum of 42 square feet in size.
- (5) Wall signs upon building fronts containing 61 feet and over of frontage shall not exceed three feet in height or a maximum of 48 square feet in size.
- (6) Wall signs upon the sides of buildings shall not exceed three feet in height or 12 square feet in size.
- (7) Wall signs upon the rear of buildings shall not exceed three feet in height or nine

square feet in size.

~~(4) **Wall signs.**~~

~~(8a) **Material.** Wall signs shall be constructed of noncombustible material, except that approved combustible materials or approved combustible plastics may be used as provided in this Code, and wood may be used for moldings and purely ornamental features.~~

~~(9) **Projection beyond building line.** Wall signs shall not project beyond an established building line or a street property line. Wall signs shall not project into alleys.~~

~~**Prohibited locations.** No wall sign shall be attached to a building in such manner so as to obstruct any door, window, fire escape or ventilating system.~~

~~(8) **Extension over or beyond wall.** Wall signs shall not be erected to extend above the top of a wall or beyond the ends of the wall to which they are attached.~~

~~(9) **Thickness.** No wall sign shall be more than eight inches thick.~~

~~(10) **Attachment to parapet wall.** No wall signs shall be attached to any parapet wall.~~

~~(11) **Painted wall signs.** No wall sign, including murals, may be painted onto any building wall.~~

~~(7)(12)~~

Sec. 32-14. - Projecting or overhanging signs.

Permits shall be required for all projecting or overhanging signs and such signs shall be subject to the following restrictions:

- (1) No such sign attached to any building shall be erected so as to overhang public property, except in the case of flat signs attached to a building face, which may project eight inches from the building face.
- (2) The area of such signs shall not exceed a maximum of 32 square feet.
- (3) All such signs, including letters, shall be constructed entirely of metal, porcelain or other durable incombustible material. All projecting signs shall be supported by

strong steel brackets attached to walls of buildings with through bolts, expansion bolts or other equally secure method, and shall be braced and held firmly in place with soft iron or steel cables of adequate strength. No swinging signs shall be constructed larger than 16 square feet in area. Cables shall be attached to walls of buildings with expansion bolts or equivalent method. Projecting signs which are permitted to extend over parapet walls may be attached to brackets fastened to roofs by means of through bolts but shall not be attached to any part of a wall above the point of bearing of the roof joists or rafters.

- (4) The thickness of a sign, exclusive of structural attachments, shall not exceed eight inches, but a sign may be made in two portions joined at one point similar to a letter "V," provided the least angle of intersection does not exceed ten feet.
- (5) In cases where a street is widened, causing signs to project over the curb, such signs shall be made to conform to the provisions of this chapter.
- (6) No sign shall be erected so that any part of it, including cables, guys, etc., will be within four feet of any electric light pole, streetlamp, or other public utility pole or standard.
- (7) Nothing in this section prohibits blade signs conforming to section 32-35.

Sec. 32-15. - Cloth and banner signs.

- (1) A permit shall be required for all cloth and banner signs.
- (2) No such sign shall be suspended across or project into any public street or highway.
- (3) No such sign shall exceed ~~two feet in least dimension or~~ 32 square feet in area, and not more than one such sign shall be placed upon any building for each story in height. When two or more signs are erected on any building, they shall be separated vertically by the height of one story less the width of the sign, or horizontally by a distance of at least nine feet.
- (4) All such signs shall be strongly constructed and securely attached.
- (5) Such signs shall not obstruct any door, window or fire escape.
- (6) Such signs shall be removed as soon as torn or damaged, and, in any case, 30 days after erection. It shall be deemed a violation of the provisions of this chapter to fail to notify the division of safety inspection of the erection of such signs or to fail to remove them after 30 days.

Sec. 32-16. - Roof signs.

The installation of open roof signs and solid roof signs, as defined in this chapter, shall not be permitted. Any part of a building, such as a wall, pylon or projection, higher than the parapet of the building face or front elevation and serving to carry a sign shall be considered a roof sign and shall not be permitted. This restriction shall be applicable to a gable, hip or mansard type of roof and no sign shall be mounted on the face of such type of roof. All roof signs in existence within the city shall be considered as not conforming to this Code and the reconstruction or replacement of such signs shall not be permitted. For the purpose of this chapter, signs installed on those mansard facades, which are incorporated into the construction of the building front and not into the roof structure of the building, shall not be deemed roof signs, but wall signs. A mansard facade that extends more than four feet above the roof of the building shall not be deemed to be a mansard facade for the purposes of this section.

Sec. 32-17. - Combination of signs.

- (1) A building shall be limited to a maximum of two signs from the following classifications:
 - (a) Wall sign.
 - (b) Ground and pole sign.
 - (c) Pylon sign.
- (2) For a combination of smaller signs, see section 32-10(a). No sign or combination of signs shall contain more than ten message units on any one building except as provided in section 32-8 and section 32-10(1)(b)(a)(2).

Sec. 32-18. - Alteration or relocation of signs.

In case any sign is altered in appearance or dimension in any manner or moved to any new location, such sign shall be subject to all restrictions applying to a new sign.

Sec. 32-19. - Blinking and animated signs prohibited.

The use of a blinking or animated sign is prohibited. The term "blinking," as used in this section, shall mean the apparent or actual oscillation, cycling or flashing of any sign or portion thereof, whether such apparent or actual oscillation, cycling or flashing is made, created or occasioned by mechanical, optical or electrical means. The term "animated," as used in this section, shall mean the actual or apparent movement of any portion of a sign and shall include replicas or statues of persons, animals and cartoon style characters, whether such replicas or

statues contain or appear to contain moving parts or not.

~~Sec. 32-20. Temporary real estate signs.~~

~~—The provisions of this chapter relative to construction and the obtaining of a permit shall not apply to so-called temporary real estate signs advertising the sale or lease of the property upon which such signs are situated, provided:~~

- ~~(1) Signs of a size not exceeding 24 inches by 30 inches may be placed between the sidewalk and the curb upon the streets, highways and public places in this city advertising the location and the availability for purchase of houses being offered for sale in the city, provided such signs are so placed so as not to create a traffic hazard or a nuisance or inconvenience to the neighborhood, and providing such signs shall not exceed two in number and shall be placed only during the period the premises advertised are open for inspection, but under no circumstances shall such signs be placed prior to 10:00 a.m. and signs shall be removed by 9:00 p.m. No signs shall be placed in accordance with this section without the express-written approval for such placement being obtained from the owner or tenant in charge of the private property immediately adjacent to the area wherein such sign is to be located.~~
- ~~(2) Any sign so used and placed shall have affixed thereto an identification tag with the name and address of the owner thereof clearly indicated thereon.~~
- ~~(3) Upon proper application in writing to the city administrator and upon a good and sufficient showing of necessity, the city administrator may authorize the placing of additional signs upon such terms and conditions as the city administrator shall deem advisable. (Invalid content regulation.)~~

Sec. 32-21. - Compliance with zoning regulations.

Notwithstanding anything in this chapter to the contrary, the provisions of the this zoning chapter shall be strictly complied with.

~~Sec. 32-22. Political signs.~~

~~—The provisions of this chapter relative to the construction, installation and obtaining of a permit shall not apply to temporary political signs advertising a political candidate, a forthcoming election or urging any vote on any topic; provided, however, that:~~

- ~~(1) Such signs shall not exceed a size of 36 inches by 36 inches and shall be so placed or installed so as not to obstruct the vision or view of any bicyclist or driver of any~~

~~motor vehicle upon the streets and alleyways of the city.~~

- ~~(2) Not more than one such sign shall be installed or placed upon any property advertising a particular candidate or proposition. However, this section shall not be construed as a prohibition against placing two or more signs upon such property when each sign urges a vote for a different candidate or proposition.~~
- ~~(3) The owner of the property where such signs have been installed or placed shall cause the signs to be removed within five days after the date of the election or vote upon the proposition to which the signs pertained. (Invalid content regulaton.)~~

~~**Sec. 32-23. "Portable sign" defined.**~~

~~For purposes of this chapter, the term "portable sign" means any sign or display board, searchlights, lighting panel or similar device mounted upon a trailer or upon its own frame and wheels and not being a ground sign or pole sign as defined in this chapter. Portable signs include any so-called "sandwich boards" or signs placed on easels.~~

~~**Sec. 32-24. Approval of portable signs required Portable Signs.**~~

- (1) No portable sign shall be displayed upon any land within the city without prior approval for such display having been obtained from the Building Official, ~~planning commission of the city.~~
- (2) Notwithstanding subsection (1) of this section, an application for a sandwich board or sign placed on an easel may be submitted to the building official for approval prior to its proposed installation. Approval by the building official may only be granted under all of the following conditions:
 - (a) The sign may only be placed on the property occupied by the applicant, and the location will not interfere with pedestrian traffic or visibility.
 - (b) The sign may only be displayed during the hours of business of the applicant.
 - (c) The sign must be constructed of either wood or metal or a combination of wood or metal, or other material approved by the building official.
 - (d) The size of the sign must not exceed 42 inches in width, 48 inches in height, and its overall height shall not be greater than 65 inches.
 - (e) The colors displayed on the sign must be in accordance with this chapter.

- (f) The sign must be structurally sound, stable and adequately maintained.
- (g) The message on the sign must be related to the business affected.
- (h) Only one sandwich board or easel sign per address.

In the event the building official approves the sandwich board or easel sign, no approval of the planning commission is necessary.

Sec. 32-25. - Standards for approval of portable signs.

The planning commission shall not signify its approval for the display of a portable sign unless the following requirements have been met:

- (1) Such proposed display shall be for definite consecutive dates not to exceed seven days.
- (2) The building official or the building official's designated representative shall certify to the division of safety inspection that the proposed location of the portable sign will not cause traffic congestion, impede traffic, block access to off-street parking spaces, conflict with traffic signalization or signage, or otherwise interfere with orderly traffic movement.
- (3) The proposed location of the portable sign shall not be on any public right-of-way.
- (4) The proposed portable sign shall not consist of or utilize flashing lights, beacons or searchlights, banners, balloons, flags, etc.
- (5) The proposed location for the placement of the portable sign shall not be closer than ten feet to any driveway, road, street, alley, sidewalk or other public property, and the sign shall not be placed upon any property other than where the business or product advertised is located or sold. Nonprofit organizations may

advertise fundraising events and similar occasions on other than their own property if written permission of the owner of the proposed location accompanies the application.

- (6) Each application for a permit for a portable sign shall include a description or sketch showing how such sign will be affixed to the ground or some stationary structure which will prevent the sign from rolling, tumbling, blowing or being pushed onto any driveway, street, alley or other public property.

- (7) Not more than one portable sign shall be permitted to be displayed on any premises for more than a seven-day period within a calendar year. For the purposes of this subsection, a shopping center shall be considered one premises.
- (8) No portable sign shall exceed 32 square feet in area.

Sec. 32-26. - Review of application for installation of portable sign.

Application for a portable sign installation shall be submitted to the division of safety inspection. The application shall be reviewed by the division, and if found to be complete and in compliance with the provisions of this chapter, such compliance shall be noted upon the application. The application shall then be referred to the director of public safety, or the director's designated representative, who shall review the application and shall note thereon that the application complies with the traffic safety requirements. Upon completion of such review, the application shall be referred to the planning commission for its consideration.

Sec. 32-27. - Variances for portable signs.

Should any party wish to display a portable sign that fails to meet the requirements of section 32-26, an appeal to the city council may be made in accordance with the provisions of section 32-32.

~~**Sec. 32-28. - Temporary garage, yard, basement, estate and rummage sale signs.**~~

- ~~(1) The provisions of this chapter relative to construction and obtaining of a permit shall not apply to temporary garage, yard, basement, estate and rummage sale signs advertising the sale of personal property in a residential zoning district of the city.~~
- ~~(2) Signs of a size not exceeding 24 inches by 30 inches may be placed only upon private property advertising a garage, yard, basement or rummage sale and only during the time that such sale is in progress. Such signs shall not be displayed between the hours of 7:00 p.m. and 7:00 a.m., local time.~~
- ~~(3) The installation or placement of temporary signs advertising a garage, yard, basement or rummage sale at locations within the city other than as authorized by subsection (2) of this section shall be a violation of this Code.~~
- ~~(4)(3) The owner, tenant or person in apparent control of the residential property where such sale is being conducted as advertised by signs posted in violation of the provisions of this section shall be deemed to be prima facie the person responsible for the installation or placement of any temporary sign advertising a garage, yard, basement or rummage sale held at such residential property within the city.~~

Sec. 32-29. - Design of Lettering and Sign Faces in the American Colonial Architectural Area.

~~Within the business area the American Colonial architectural area of the city generally situated (insert description), and whose boundaries may be obtained through a document furnished by the City Clerk, t~~The following rules, regulations and guidelines shall be applicable to all permanent signs installed or erected within the city:

- (1) **Lettering.** A list of approved and prohibited lettering styles will be maintained by the building official as approved by the planning commission resolution. Signs shall be comprised of not more than two styles of lettering. There shall be no more than three sizes of lettering per sign.
- (2) **Colors.** A maximum of three complimentary, muted colors or shades of colors may be used for a sign. A list of approved colors will be maintained by the building official as approved by the planning commission resolution.

Sec. 32-30. - Flags and flagpoles.

Flagpoles shall not be erected between the sidewalk and curblineline of Mack Avenue nor within 20 feet of any property line if freestanding. Flags of any nature or design in excess of 120 square feet in size shall not be flown within the city. ~~Flags of other than the United States of America, the state, county and city or Tree City USA shall not be flown within the city other than in residential zoning districts, unless a permit shall first have been obtained from the division of safety inspection. Permits may be obtained to fly flags of any nature for a period not to exceed 30 days. Not more than one such permit shall be issued to any business establishment within a 12-month period. (Invalid content regulation. It is suggested that the number of flagpoles and/or flags be limited based on property size. This would result in limiting flagpoles for example to one flagpole in all residential areas while still allowing for more flagpoles on larger sites which are subject to our regulations such as private schools and other larger sites.)~~ No flagpole shall be erected closer to the joining street than 10 feet from the front building setback line, and in no event shall a flagpole or flag be permitted to extend into any public right-of-way. For each parcel or combination of parcels under common ownership, one flagpole shall be permitted if frontage abutting a street is 100 feet or less. If frontage is between 100 and 300 feet, two flagpoles shall be permitted, and for frontage exceeding 300 feet, up to three flagpoles are permitted. No more than two flags whose combined square footage, if 20 square feet or less, shall be permitted on each flagpole. Flagpoles shall be configured so that flags do not touch each other.

Sec. 32-31. - Awnings and canopies.

- (1) Awnings and canopies shall be made with cloth, canvas or vinyl, and may not be

covered with metal or hard plastic materials.

- (2) 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.
- ~~(3) Striped awnings or canopies shall not be permitted or installed.~~
- (4) No advertising message or logo shall be permitted on the face of any awning or canopy.
- (5) No awning or canopy shall be backlighted with artificial lighting.
- (6) 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.
- (7) 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.

Sec. 32-32. - Appeal of denial of permit.

If the building official denies a sign permit, or if a variance is requested, upon filing an application in writing, the appeal or variance request will first be reviewed by the planning commission with a determination made within 45 days, which will provide a recommendation to the city council. 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 by completing a written application stating "appeal". 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 must act upon, may grant such appeal within 60 days, and may deny such appeal, grant such an appeal, or grant such appeal with reasonable conditions, upon a finding that such exception would be in the best interest of the City and not against the spirit and intent of this chapter. 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. Neither the Planning Commission, nor the City Council may consider the content of any sign as a factor in any determination made pursuant to this section. ~~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.~~

Sec. 32-33. - Electronic changeable copy signs.

- (1) **Definition.** An "electronic changeable copy sign" is defined as a sign upon which the copy changes automatically on a lamp bank and which sign meets the definition of a ground sign as contained in this chapter. Scoreboards used to keep track of scores during athletic events are exempt from this definition.
- (2) **Standards.** The following rules and regulations shall be applicable to electronic changeable copy signs notwithstanding any other rules or regulations contained in this chapter:
 - (a) Such sign shall not produce blinking or animated messages.
 - (b) The changeable copy or message delivered by the sign shall not be changed more often than once in any eight-hour time period.
 - (c) Such sign shall be permitted to be installed only within a community facilities zoning district of the city, once application is made to the building official and subsequent review and approval by the planning commission.
 - (d) Such sign may be of a size of up to 32 square feet and a height of six feet above the ground.
 - (e) Such sign may be installed within ten feet inside of the property line; provided, however, that such location proposed for the installation receives prior approval from the division of safety inspection as to traffic hazards and pedestrian hazards.
 - (f) All messages shall not exceed four lines of characters.
 - (g) Such sign shall be limited to 50 footcandles power output.

Sec. 32-34. – Multitenant buildings.

Generally, multitenant buildings will be exempted from the maximum number of sign restrictions providing a "master"/overall building plan is applied for and approved by the planning commission.

Sec. 32-35. - Blade signs.

- (1) **Purpose.** The purpose of a blade sign is to identify and promote the business use for pedestrians and serve as a graphic design enhancement to ~~any commercially zoned district~~ certain zoning districts. Blade signs are only permitted in the C, C-2, and R-O1 Districts. Blade signs are permitted subject to the following requirements.
- (2) **Procedure.**
- (a) 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.
 - (b) Blade signs complying with this chapter shall not count against the number of signs permitted, area allowed, or message unit requirements.
 - (c) A permit for a blade sign is required before any part of the sign is affixed to a building.
- (3) **Requirements.** Blade signs shall adhere to the following requirements:
Only one blade sign is permitted per storefront or business.
- (a) The total sign area for any blade sign shall not exceed four-and-one-half square feet per side.
 - (b) The lowest point of the sign shall be at least nine feet above a public way. The highest point of the sign shall not exceed the highest point of the building. Signs above private property shall be at least eight feet above grade. Signs shall not project from the building more than three feet. Brackets are included as part of the sign when determining these measurements.
 - (c) Internal or external illumination is prohibited.
 - (d) Any blade sign shall be at least ten feet from another blade sign, and five feet from the entrance of any other adjacent property.
 - (e) Blade signs shall be located as close as practical to the storefront entrance.
 - (f) Blade signs shall not obstruct vehicular traffic or city operations in any sidewalk, passageway, public way, alleyway or designated loading/unloading area.
 - (g) No portion of a blade sign shall project above the top of an eave or parapet.

- (h) All blade signs shall be maintained in good condition.
- (i) 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.
- (j) 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.
- (k) Blade signs shall be no more than four inches thick. Brackets and decorative mounting features may exceed the thickness requirements as reasonably necessary to create an attractive graphic or design element.
- (l) Blade signs shall be limited to two sign faces.
- (m) 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.
- (n) Symbols or logos used to identify the business are encouraged.

CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT REPORT

TO: PLANNING COMMISSION
FROM: BRUCE ECK, INTERIM BUILDING OFFICIAL
DATE: MAY 23, 2023
SUBJECT: BUILDING DEPARTMENT REPORT, MAY 2023

In the past month, an interior renovation permit was issued to Hanson’s Running Shop at 20964 Mack.

Residential Addition permits were issued to Bayside Builders for 621 Shoreham with a construction value of \$500,000, and JAM Restoration for 1080 N. Renaud with a construction value of \$250,000. An interior renovation permit at 505 Hampton issued to Woodmaster Kitchens with a construction value of \$150,000.

A Certificate of Occupancy application was filed for Pendency’s Restaurant at 19767 Mack. Pendency’s was approved for a liquor license at the last City Council meeting. The owner is working on correcting property maintenance issues but hopes to open around the end of the month. He was advised that any changes to the site plan or facade will need to go before Planning Commission.

Merchant’s Fine Wine at 21034 Mack had their final building inspection approved for the exterior façade repair.

Construction continues at Bucharest Grill.

Our property maintenance inspector has been enforcing 4 year Certificate of Occupancy inspections. Businesses have been sent letters notifying them that occupancy inspections are required every 4 years per our City Ordinance.

CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT REPORT

TO: PLANNING COMMISSION

FROM: BRUCE ECK, INTERIM BUILDING OFFICIAL

DATE: JUNE 27, 2023

SUBJECT: BUILDING DEPARTMENT REPORT, JUNE 2023

Qamaria Yemeni Coffee at 19727 Mack is close to receiving their Certificate of Occupancy, as is Bloomfield Nails at 20567 Mack. Qamaria Yemeni Coffee also received a new roof, the construction value was \$8,000.

Tenant Build-Out Applications have been received for Henry Ford OptimEyes at 19683 Mack with a construction value of \$200,000 and for Dr. Renee Miller at 19639 Mack with a construction value of \$75,000. Three sign permits have been issued for Henry Ford OptimEyes. Sign permits have also been issued to American Mattress at 19850 Mack, and for Hollywoof at 19467 Mack.

A new roof permit was issued to Our Lady Star of the Sea at 467 Fairford with a construction value of \$469,111. A permit for new windows and an ADA door was issued to 20100 Mack with a construction value of \$20,000.

A liquor license application for Crispelli's at 19852 Mack was approved by City Council. We anticipate a tenant build-out application to be submitted soon.

Pendy's and Bucharest Grill continue to work towards their respective certificates of occupancy.

A residential addition permit with a construction value of \$220,000 was issued to Mutschler Kitchens.

Additionally, We are working with our planning team to create a new Outdoor Café permit application with the hopes that by enforcing our outdoor café ordinance, we can make outdoor seating along Mack more safe for our restaurant patrons. It is currently under review by our City Attorney. The Building Department will be sending notices to businesses at the beginning of next year.

CITY OF GROSSE POINTE WOODS

BUILDING DEPARTMENT REPORT

TO: PLANNING COMMISSION

FROM: BRUCE ECK, INTERIM BUILDING OFFICIAL

DATE: JULY 25, 2023

SUBJECT: BUILDING DEPARTMENT REPORT, JULY 2023

We are happy to announce that Qamaria Yemeni Coffee and Bloomfield Nails both received their Certificates of Occupancies within the last month.

Permits were issued for the tenant build-out of Dr. Renee Miller's office at 19639 Mack and Henry Ford Optimeyes at 19683 Mack.

Pendy's and Bucharest Grill are both making progress towards their respective Certificate of Occupancies.

The new owner of 20767 Marter has pulled a permit to repair the foundation and remodel the interior of the home. The construction value is estimated to be \$60,000.

A permit was issued to United Carpenters for a rear addition at 636 Woods Ln with a construction value of \$47, 280.

An addition permit was also issued to the homeowner of 915 Cook Rd with a construction value of \$100,000.

A permit for concrete was pulled by Capizzo Construction in relation to the Master Plan and Tot Lot improvement project for Chene-Trombly Park.

McKenna's City Planner Brigitte Smith is working with City Administration and the Building Department regarding Grosse Pointe Woods' Social District. She presented a proposal to Committee of the Whole on July 10th. We plan to discuss the Social District at the August 22, 2023 Planning Commission Meeting.

MCKENNA

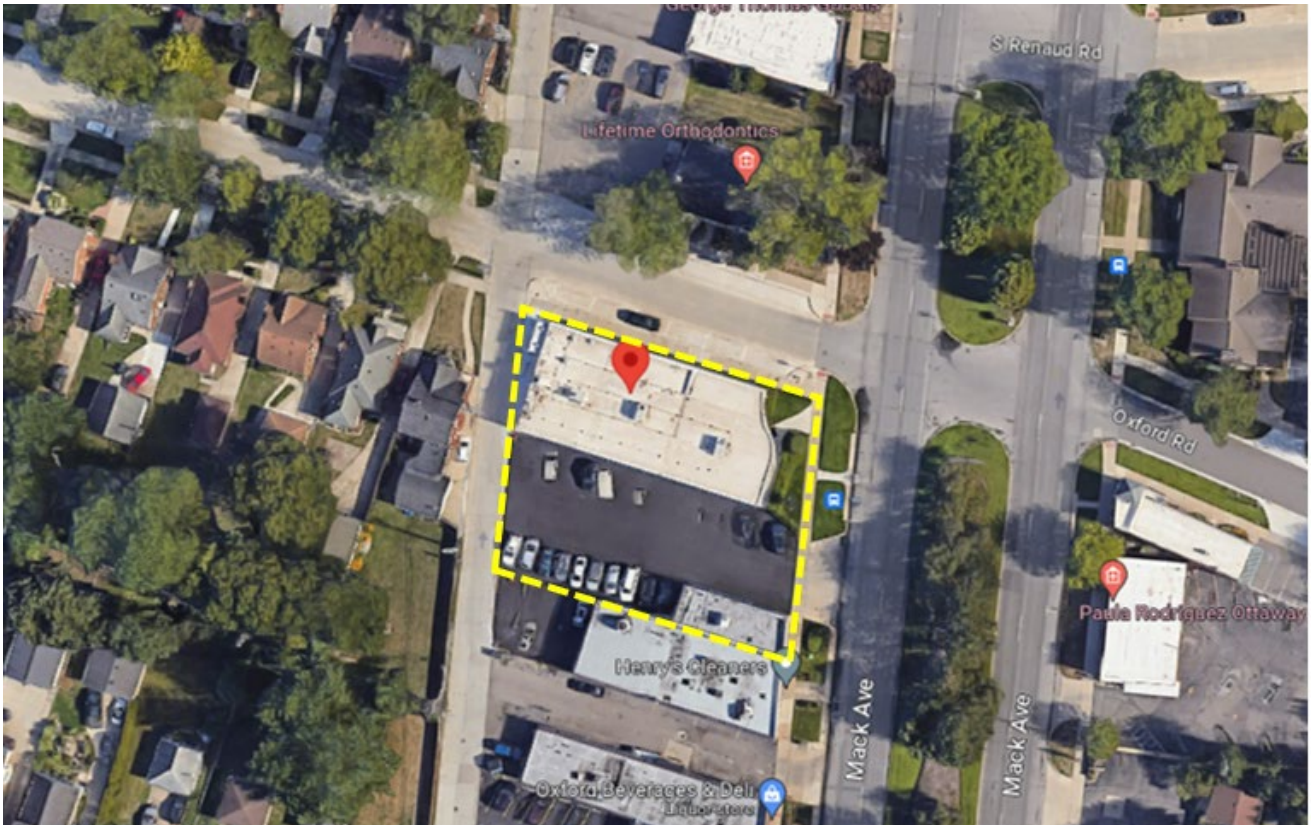
July 13, 2023

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

Subject: 20139 Mack Avenue (Ahee Jewelers) Site Plan Review
Parcel ID: 999-20-20139-00
Site Plan Review #1
Zoning: C - Commercial Business

Dear Commissioners:

We have reviewed information submitted by architect John Vitale of Stucky Vitale Architects on behalf of Peter Ahee of Ahee Jewelers (the "Applicant"), who requests to construct a one-story 3,171 square foot addition to the 6,636 sq.ft. existing retail store at 20139 Mack Avenue, demolish an adjacent retail building, and relocate a parking lot. The site is within the City's C (Commercial Business) Zoning District. Upon review of the proposed plan compared to the applicable ordinance standards, we offer the following comments for your review. Items that do not comply or require additional information are in **bold and underlined**.



HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

☎ 248.596.0920
☎ 248.596.0930
MCKA.COM

Communities for real life.

RECOMMENDATION

Pending Planning Commission’s decision to grant the front yard setback of 20’6” allowable to continue and finding a variance granted by City Council acceptable for the parking requirement to be reduced from 49 off-street parking spaces to 17 spaces granted; we recommend the Planning Commission approve the site plan application with the conditions of the following revisions to be approved administratively:

- 1. Reduce the building length in the rear yard of the proposed building addition by at least six (6) feet to accommodate three (3) additional parking spaces between the building addition and the Alley;
- 2. Slant off-street parking spaces to 54 to 74 degrees with one way traffic from Mack to the Alley;
- 3. Reduce the curb cut along Mack Avenue to 18 feet at the right-of-way line that tapers out to the street;
- 4. Add the required traffic lane markings to the new parking lot;
- 5. Add a barrier, such as a planter, deciduous hedges, or green space, at the property line between the parking lot and the public sidewalk to prevent cars from encroaching upon the public sidewalk and threatening pedestrian safety; and
- 6. Reduce the size of the new proposed wall sign to comply with Ordinance.

Respectfully submitted,

McKENNA



Andrew Littman, Senior Planner

Brigitte Smith, AICP



CONCEPTUAL RENDERING MACK AVE. - ISOMETRIC VIEW

Site Plan Review

1. ZONING AND MASTER PLAN DESIGNATIONS

The following chart provides information on existing land use, current zoning, and future land use.

Location	Existing Land Use	Zoning District	Future Land Use Designation
Subject Site	General Commercial	C	General Business/Mixed Use
North	General commercial	C	General Business/Mixed Use
South	General commercial	C	General Business/Mixed Use
East (across Mack Ave)	Dental Office / Single-family residential	R-O1	City Center/Mixed Use
West	Single-family residential	R-1E	Single Family Medium Density

The 2006 Master Plan Future Land Use Map designates this site and the immediate surrounding area to the north and South as *General Mixed Use/Business*, described in the text of the Master Plan as, “retail, restaurant, and office establishments which are designed for the day-to-day needs of nearby residents”, and equating to “the City’s C Commercial Business zoning district...”, which is the zoning category that currently applies to the site. Complies.

2. DIMENSIONAL REQUIREMENTS

Standard	Requirement	Existing Conditions	Proposed Conditions of Addition	Proposed Compliance
<i>Minimum Front Setback</i>	0', no front yard permitted.	20'6"	20'6"	No
<i>Minimum Side Setback</i>	<i>No side yards are required along interior lot lines if walls abutting are fireproof and without windows/openings. Otherwise a side yard or outer court of no less than 5 feet per story must be provided. No side yard on street side of corner lots.</i>	0'	0' (North) 40' (South)	Yes
<i>Minimum Rear Setback (West)</i>	<i>No rear yard is required if walls are fireproof and without windows or openings. With windows and openings, except for emergency uses, a rear yard or outer court of no less than 5 feet for a one story building is required; measured to the centerline of the public alley.</i>	13'-21' from alley centerline	13'-21' from alley centerline	Yes
<i>Maximum Building Height</i>	Minimum front elevation 16', Maximum 28'	17'	17'-6"	Yes
<i>Lot Size</i>	None			
<i>Lot Coverage</i>	None			

Findings: The proposed addition complies with all dimensional requirements, except for the front yard setback from Mack Avenue. **Planning Commission should consider allowing the existing 20'6" front yard setback to continue as is for the new addition; Planning Commission may grant permission for this noncompliance.**

3. ARCHITECTURE AND BUILDING DESIGN (Sec. 50-373)

The purpose of these design standards is to promote a coordinated and complimentary use of design elements that result in a theme oriented, harmonious appearance and image for the commercial and high intensity residential areas of the city.

The elevations provided by the applicant show the new building will be composed of brick that will match that of the existing building. The front elevation illustrates a stone parapet, pre-finished metal coping stone near the top of the façade, limestone panels, a metal frame fabric awning, and a new champagne colored storefront window frame (to match the existing storefront window frame). Moreover, the side and rear elevations show shielded LED wall pack lighting. This architecture and building design is consistent with the ordinance and the City's design standards.

Per Section 50-6.1(G)(7) of the Zoning Ordinance, the applicant must bring samples of the material to be used on the building's exterior to the Planning Commission meeting.

4. PARKING AND LOADING

Per Section 50-5.3(H), retail stores require one off-street parking space for each 200 square feet of gross floor area. With the addition of the new building, the total building area will be 9,756 gross square feet (existing building area of 6,636 square feet + new building area of 3,171 square feet), and therefore 49 parking spaces are required. Provided on the site plan are 14 off-street parking spaces and 8 on-street parking spaces on Mack Avenue and Oxford Road that abut the property. **Since the proposed site plan only shows 14 parking spaces (one of which is handicapped accessible), it is deficient by 35 parking spaces. A variance from the City Council to reduce the required parking will be needed. However, modifications can be made to accommodate more off-street parking on site. One such modification is to reduce the building length in the rear yard of the proposed building addition by at least sixteen (16) feet to accommodate three (3) additional 9' by 19' parking spaces between the building addition and the alley to provide a total of 17 off-street parking spaces.**

Additionally, the off-street parking layout dimensional requirements in Table 50-5.3.U.1 of the Zoning Ordinance maintain that the maneuvering lane wide for parking spaces at a 90 degree angle must be at least 25 feet. However, **the applicant's proposed site plan shows parking spaces at a 90-degree angle and a maneuvering lane that is only 21 feet wide, which does not comply. Given that the distance between the proposed addition to Ahee and the adjacent existing building to the south is 40 feet, the applicant must slant the spaces at least 54 to 74 degrees with one-way traffic flow into the alley, which then only requires an 18-foot maneuvering lane. The combined parking and maneuvering space will then comply. Additionally, with the one-way traffic, the curb cut for vehicles to enter the parking lot from Mack Avenue can be reduced to 18 feet in width at the right-of-way line and then tapers out to the street.**

Additionally, Section 50-5.3(U) states that parking lots shall be provided with traffic lane markings to indicate entrances and exits, and to provide for the safe and orderly movement of vehicles. **These required traffic lane markings are not found on the applicant's proposed site plan and must be added, including the markings for one-way traffic.**

Additionally, a barrier at the property line in the parking lot and the public sidewalk must be added to prevent cars parked in the parking lot from encroaching upon the public sidewalk and contribute to pedestrian safety. (Section 50-5.3 N)

There is a sufficient loading/unloading area in the back alley.

5. SIGNS

Chapter 32 of the City’s Code of Ordinance concerns signage. Four different provisions in that Chapter are particularly relevant to the signage the applicant is proposing. First, section 32.11(d) maintains that wall signs may not be more than eight inches thick and shall be constructed of a noncombustible material. Second, section 32-13(c) states that “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. Third, per section 32-29, signs must be comprised of no more than two styles of lettering, and there cannot be more than three sizes of lettering per sign. Moreover, a maximum of three complimentary, muted colors or shades of colors may be used for a sign. Fourth, under section 32-10, logos may not cover more than one-third of the surface area of a sign face.

The applicant proposes a wall sign on the front façade of the new building addition that reads “Patek Philippe Geneve” and includes a logo above the lettering. This proposed signage satisfies most of the above Ordinance requirements. The sign is only one inch thick and is constructed of a noncombustible material (bronze). The sign is comprised of only one style, and two sizes, of lettering. Also, the sign is only composed of two colors and the logo covers less than one-third of the surface area of the sign face. However, the size of the sign is an issue. Since the building addition is planned to have 26 feet of frontage along Mack Avenue, the sign cannot exceed three feet in height or a maximum of 30 square feet in size. **The applicant’s proposed plan illustrates the new sign as 3 feet, 10 inches in height and 31.1 square feet in area, which does not comply. The sign should be reduced slightly to comply with the height and maximum square feet requirements.**

6. LIGHTING

Outside security lighting means any electrically operated light, except incandescent lights without a reflecting surface and not exceeding 150 watts, mounted or installed on the exterior of any building or on or upon any exterior object located upon a property or parcel of real estate within any residential district of the city.

Findings: All proposed lighting (consisting of individual fixtures above the front and rear doors, as well as 5 fixtures on the side of the building) are LED and shielded. **Specific information about the wattages of the fixtures should be provided to ensure it complies.** Can comply.

CITY OF GROSSE POINTE WOODS

Building Department

BUILDING OFFICIAL RECOMMENDATION MEMORANDUM

DATE: July 25, 2023
TO: Planning Commission
FROM: Bruce Eck, Building Official
SUBJECT: Ahee Jewelers Addition

It is my recommendation that Ahee Jewelers is deficient in parking by 14 spaces, therefore the new addition at the rear should be reduced by 10 feet. Slanted parallel parking would allow 3 additional spaces along with parking along Mack Avenue and Oxford Rd would therefore give the applicant sufficient parking.

The Building Department has no issues with the Building Codes regarding this addition.

Thank you,
Bruce Eck
Building Official



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397

To: Planning Commission
From: James Kowalski
Date: 7-17-2023
Subject: Ahee Jewelers Retail Addition

The Department of Public Services have reviewed the plans for the proposed addition located at 20139 Mack Ave. The plans do not interfere with any critical infrastructure valves, manholes or entryways to the water and sewer utilities, therefore it is my recommendation to proceed as planned.

Thank You,

A handwritten signature in black ink that reads "James Kowalski". The signature is written in a cursive style.

James Kowalski
Director of Public Services
City of Grosse Pointe Woods
(313) 343-2463



STUCKY VITALE ARCHITECTS

TRANSMITTAL COVER SHEET

To: Building Department
Attn: Mollie Mackinnon

FROM: John Vitale

COMPANY: City of Grosse Pointe Woods
20025 Mack Plaza,
Grosse Pointe Woods, MI 48236
(313) 343-2440

DATE: 06.13.23
SVA PROJECT NO: 2023.034
PROJECT NAME: Ahee Jeweler Expansion

PURPOSE FOR:

APPROVAL USE REVIEW & COMMENT RECORD DISTRIBUTION

ENCLOSURES:

COPIES	DATE	ISSUED FOR	DESCRIPTION
1	06.13.23	SPA Fee	Check \$750.00 #27382
14	06.09.23	Site Plan Approval	Site Plan Approval Drawings 11x17
1	06.13.23	Application	Site Plan Review Application
1	06.09.23	Site Plan Approval	Digital copy of drawings issued via email 06.13.23

COMMENTS:

The city's fee schedule requires a \$350 site plan review fee and a \$400 deposit. A check for \$750 enclosed. Fourteen (14) physical copies and a digital copy have been distributed as part of this submittal.

TRANSMITTED VIA:

MESSENGER UPS GROUND UPS OVERNIGHT USPS ELECTRONICALLY PICK UP
 OTHER Drop Off

CC:

CITY OF GROSSE POINTE WOODS

Building Department

20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2426

CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT

JUN 13 2023

RECEIVED

SITE PLAN REVIEW

COMMERCIAL – Zoned As – Please Check One:

C – Commercial Business
 RO-1 – Restricted Office
 P-1 – Vehicular Parking
 CF – Community Facilities
 C-2 – High Intensity City Ctr

Property Owner Name: Peter Ahee Date: 06.13.23

GPW Property Address: 20139 Mack Ave.

Telephone #: Work 313.886.4600 Home: _____

Contractor/Applicant Name: John Vitale

Telephone # 248.546.6700 Mobile Phone # 313.516.9810 Fax # 248.546.8454

Contractor/Applicant Address: 27172 Woodward Ave. Royal Oak, Mi 48067

e-mail: jvitale@stuckyvitale.com

MI Builder's License #: N/A MI Driver's License #: _____

Nature of Proposed Work:
1-Story addition to existing retail store with basement storage level. Demolition of neighboring commercial building for re-located parking lot.

Value of Construction \$ (TBD)

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Applicant Signature: John C. Vitale

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

#50-32(7)	Special Land Use PC Fee:	\$ 250
#50-42(a)	PC Site Plan Review Fee:	\$ 350
#50-42(b)(1)	Deposit – Est. Costs Incurred by the City:	\$ 400
PC APPLICATION FEE DUE:		\$ 1,000
Date Received: _____	Name: _____	

AHEE JEWELERS RETAIL ADDITION

20139 MACK AVE, GROSSE POINTE WOODS, MI 48236

ARCHITECT

STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MICHIGAN 48067
(248) 546-6700

PROJECT INFORMATION

PROJECT DESCRIPTION

1-STORY ADDITION TO EXISTING RETAIL STORE WITH BASEMENT STORAGE LEVEL.
DEMOLITION OF NEIGHBORING RETAIL BUILDING FOR RE-LOCATED PARKING LOT.

BUILDING CODE AUTHORITY

CITY OF GROSSE POINTE WOODS BUILDING DEPARTMENT

BUILDING OWNER

PETER AHEE
20139 MACK AVE.
GROSSE POINTE WOODS, MI. 48236
313.886.4800

APPLICABLE CODES

2015 MICHIGAN BUILDING CODE (MBC)
2015 MICHIGAN REHABILITATION CODE FOR EXISTING BUILDINGS (MRC)
2015 MICHIGAN MECHANICAL CODE (MMC)
2018 MICHIGAN PLUMBING CODE (MPC)
2015 MICHIGAN ENERGY CODE (MEC)
2013 ANSIA/SHPRA/IES 90.1
2017 NATIONAL ELECTRICAL CODE (NEC)
2015 NFPA 101 LIFE SAFETY CODE

BARRIER FREE REQUIREMENTS:

2010 ADA STANDARDS FOR ACCESSIBLE DESIGN (DOJ)
MBC-2015, CHAPTER 11
ICC / ANSI 117.1 - 2009, EXCEPT SECTION 611 & 707

CHAPTER 3 - USE AND OCCUPANCY CLASSIFICATION

MERCANTILE: M

CHAPTER 5 - GENERAL BUILDING HEIGHTS AND AREAS

ALLOWABLE AREA: 50,000 S.F.
ACTUAL AREA:
EXISTING AREA = 6,636 S.F.
PROPOSED ADDITION = 3,171 S.F.
TOTAL AREA = 9,807 S.F.
ALLOWABLE STORIES (HEIGHT): (3) STORIES (75'-0")
ACTUAL STORIES (HEIGHT): (1) STORY (17'-6")

CITY OF GROSSE POINTE WOODS ZONING ORDINANCE

SEC. 50.3.14 - ZONING 'C' COMMERCIAL

ALLOWABLE HEIGHT: 28'-0" MAX.
16'-0" MIN. (STOREFRONT)
ACTUAL HEIGHT: 17'-6" (ORDINANCE SATISFIED)
ALLOWABLE STORES (HEIGHT): (2) STORIES MAX.
ACTUAL STORES (HEIGHT): (1) STORY W/ BASEMENT

CHAPTER 6 - TYPES OF CONSTRUCTION

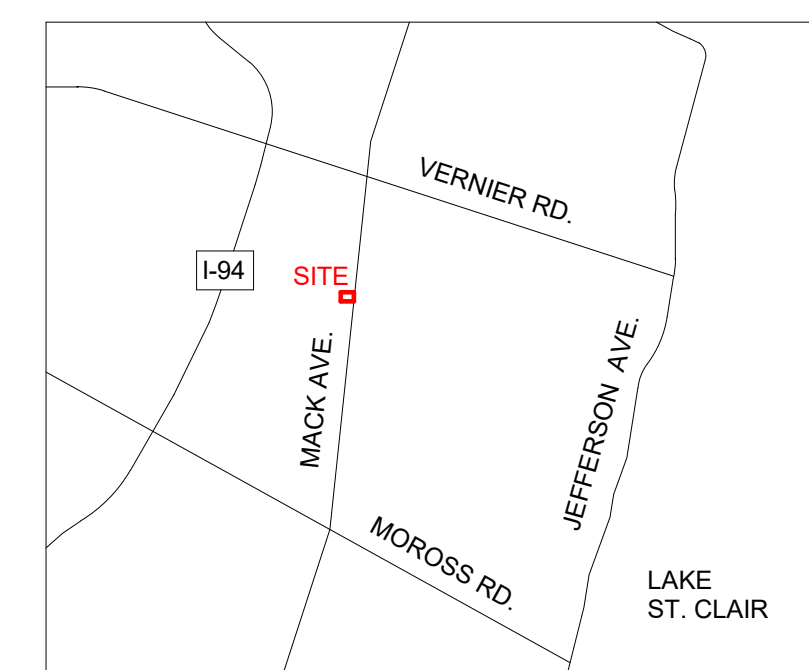
TYPE: IIB (EXISTING UNCHANGED)
-STRUCTURAL FRAME: 0 HOUR
-BEARING WALLS: 0 HOUR
-EXTERIOR NON-BEARING WALLS: 0 HOUR
-INTERIOR NON-BEARING WALLS: 0 HOURS
-OPENING PROTECTIVES AT EXTERIOR WALL: 0 HOURS
-FLOOR CONSTRUCTION AND SECONDARY FRAMING: 0 HOUR
-ROOF CONSTRUCTION AND SECONDARY FRAMING: 0 HOUR

CHAPTER 9 - FIRE PROTECTION SYSTEMS

AUTOMATIC SPRINKLER SYSTEMS: NOT REQUIRED PER SEC. 903.2.7
NOTE: AUTOMATIC SPINKLER SYSTEM IS PROVIDED IN BUILDING.
FIRE ALARM AND DETECTION SYSTEMS: NOT REQUIRED PER SEC. 907.2.7

CHAPTER 10 - MEANS OF EGRESS

TABLE 1004.1.2:
MERCANTILE 5141 S.F. / 60 GROSS = 86 OCC.
STORAGE, STOCK, SHIPPING AREAS 4456 S.F. / 300 GROSS = 15 OCC.
TOTAL OCCUPANTS: 101 OCC.



VICINITY MAP

SCALE: N.T.S.

SHEET INDEX - GENERAL			
DWG #	DRAWING NAME	ISSUED FOR	DATE
G001	COVER SHEET, GENERAL INFORMATION, DRAWING INDEX	SITE PLAN APPROVAL	06.09.23
G(1 OF 2)	EXISTING SURVEY	SITE PLAN APPROVAL	06.09.23
G(2 OF 2)	EXISTING SURVEY	SITE PLAN APPROVAL	06.09.23
DRAWINGS: 3			
SHEET INDEX - ARCHITECTURAL			
DWG #	DRAWING NAME	ISSUED FOR	DATE
A001	SITE PLAN - DEMOLITION	SITE PLAN APPROVAL	06.09.23
A002	SITE PLAN - NEW WORK	SITE PLAN APPROVAL	06.09.23
A123	FIRST LEVEL FLOOR PLAN	SITE PLAN APPROVAL	06.09.23
A301	EXTERIOR ELEVATIONS	SITE PLAN APPROVAL	06.09.23
A311	EXTERIOR RENDEREINGS	SITE PLAN APPROVAL	06.09.23
DRAWINGS: 5			

NOTE:
THESE CONSTRUCTION DRAWINGS WERE PREPARED FOR COMPLIANCE WITH THE MICHIGAN CONSTRUCTION CODES IN EFFECT AT THE TIME OF PERMIT SUBMITTAL. ALL ENGINEERS, CONTRACTORS AND SUPPLIERS INVOLVED WITH THIS PROJECT SHALL COMPLY WITH THE SAME CODES. ISSUED AND APPROVED CODE MODIFICATIONS AND/OR CITY CODE AUTHORITY CONSTRUCTION BOARDS OF APPEALS RULINGS AND WHENEVER REQUIRED SHALL PROVIDE SHOP DRAWINGS AND SUBMITTALS CLEARLY DESCRIBING COMPLIANCE TO THE REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE FOR REVIEW AND APPROVAL.

SHEET DESIGNATION

DRAWINGS ARE NUMBERED ACCORDING TO THE FOLLOWING CONVENTIONS:

A	00	01	1	A	101
G	0	01	1	A	101
LS	1	01	1	A	101
C	2	01	1	A	101
L	3	01	1	A	101
S	4	01	1	A	101
AD	5	01	1	A	101
A	6	01	1	A	101
F	7	01	1	A	101
AE	8	01	1	A	101
FP	9	01	1	A	101
P					
M					
E					
FA					



CONCEPTUAL RENDERING

PERSPECTIVE VIEW

SYMBOL LEGEND

ENLARGED CALLOUT TAG

INTERIOR ELEVATION TAG

EXTERIOR ELEVATION TAG

DETAIL NUMBER

VIEW TITLE

VIEW SCALE

SHEET NUMBER

ROOM NAME

ROOM TAG

FLOOR NAME

ELEV. 100'-0"

DATUM WORKPOINT

COLUMN GRIDS

NUMBERS DESIGNATE VERTICAL COLUMN LINES

LETTERS DESIGNATE HORIZONTAL COLUMN LINES

SQUARE DESIGNATE EXISTING COLUMN GRID

DOOR TAGS

NEW DOOR TAG DESIGNATION

EXISTING DOOR TAG DESIGNATION (ONLY IF EXISTING DOOR TO BE MODIFIED)

PARTITION TAG

KEYNOTE TAG

EQUIPMENT TAG

SHEET REF FOR DRAWING CONTINUATION

ZONE B MATCH LINE

ZONE A

ABBREVIATION LEGEND

& L @	AND ANGLE AT	€ or € Ø ±	CENTERLINE DIAMETER PLUS OR MIN
ACCESS.	ACCESSIBILITY	N	NORTH
ACOUS.	ACOUSTICAL	NIC	NOT IN CONTRACT
ACT	ACOUSTICAL CEILING TILE	NOM	NOMINAL
A.D.	AREA DRAIN	NTS	NOT TO SCALE
ADJ	ADJUSTABLE	O/C	ON CENTER
A.F.F.	ABOVE FINISH FLOOR	OFC	OFFICE
AL	ALUMINUM	OPNG	OPENING
ANOD.	ANODIZED	OPP	OPPOSITE
ARCH.	ARCHITECTURAL or ARCHITECT	OVFD	OVERFLOW DRAIN
ASPH.	ASPHALT	PL	PLATE
BD.	BOARD	PLAM	PLASTIC LAMINATE
BF	BARRIER FREE	PLAS	PLASTER
BLDG.	BUILDING	PNT	PAINT
BLKG.	BLOCKING	PLYWD	PLYWOOD
BOT.	BOTTOM	PREFAB	PREFABRICATED
BR	BRICK	PFN	PREFINISH or PREFINISHED
CAB.	CABINET	PROJ	PROJECTION
CEM.	CEMENT	PT	POINT
C.J.	CONTROL JOINT	R.	RISER
CLG	CEILING	RCP	REFLECTED CEILING PLAN
C.F.M.F.	COLD FORMED METAL FRAMING	R.C.	ROOF CONDUCTOR
C.O.	CLEAN OUT	RD	ROOF DRAIN
CLOSET	CLOSET	REINF	REINFORCING
CLR.	CLEAR	REQ'D	REQUIRED
COL.	COLUMN	RESIL	RESILIENT
CONC.	CONCRETE	RFG	ROOFING
C.G.	CORNER GUARD	RM	ROOM
CONST.	CONSTRUCTION	R.S.	ROOF SUMP
CONT.	CONTINUOUS	SAN	SANITARY
COR.	CORRIDOR	SC	SOLID CORE
CORR.	CORRUGATED	SCHED	SCHEDULE
CPT	CARPET	SHT	SHEET
C.T.	CERAMIC TILE	SIM	SIMILAR
CTSK.	COUNTER SUNK	SPEC	SPECIFICATIONS
CW	CURTAIN WALL	SO	SQUARE
D.F.	DRINKING FOUNTAIN	ST.STL.	STAINLESS STEEL
DET.	DETAIL	SS	SOLID SURFACE
DIAM.	DIAMETER	STD	STONE
DN.	DOWN	STL	STEEL
D.O.	DOOR OPENING	STN	STAIN
DR.	DOOR	STOR	STORAGE
D.S.	DOWN SPOUT	STRUCT	STRUCTURAL or STRUCTURE
DWG.	DRAWING	SUSP	SUSPENDED
DWR.	DRAWER	SYM	SYMMETRICAL
EA	EACH	T.	TREAD
E.J.	EXPANSION JOINT	T&B	TOP AND BOTTOM
EL	ELEVATION	TERR.	TERRAZZO
ELEC.	ELECTRICAL	T.O.C.	TOP OF CURB
ELEV.	ELEVATOR	T&G	TONGUE AND GROOVE
E.O.S./EOS	EDGE OF SLAB	THK	THICK
E.O.D./EOD	EDGE OF DECK	THRES.	THRESHOLD
EP	ELECTRICAL PANEL	T.O.P.	TOP OF PARAPET
EPX	EPOXY	TA	TOILET ACCESSORY
EQ.	EQUAL	TV	TELEVISION
EQPM	EQUIPMENT	T.O.W.	TOP OF WALL
E.W.	EACH WAY	TOS / T.O.S.	TOP OF STEEL
EXIST. / EX	EXISTING	TYP.	TYPICAL
EXP.	EXPOSED	U/C	UNDERCUT
EXT.	EXTERIOR	U.N.O.	UNLESS NOTED OTHERWISE
FA	FIRE ALARM	U.S.K.	UTILITY SINK
FD	FLOOR DRAIN	V.B.	VAPOR BARRIER
FON	FOUNDATION	VCT	VINYL COMPOSITION TILE
FE	FIRE EXTINGUISHER	VERT.	VERTICAL
FEC	FIRE EXTINGUISHER CABINET	VEST	VESTIBULE
FHC	FIRE HOSE CABINET	VF	VINYL FLOORING
FIN	FINISH	V.I.F.	VERIFY IN FIELD
FL	FLOOR	W	WIDTH
F.O.	FACE OF	W	WITH
F.O.S.	FACE OF STUD	WB	WALL BASE
FR	FIREPROOF	W.C.	WATER CLOSET
FRP	FRAME	WC	WALLCOVERING
FRP	FIBERGLASS REINFORCED PANEL	WD	WOOD
FRT	FIRE RETARDANT TREATED	WO	WITHOUT
F.S.	FULL SIZE	WR	WATER RESISTANT
FT.	FOOT or FEET	WSCT.	WAINSCOT
FTG.	FOOTING	WT.	WEIGHT
FUR	FURRING	W.W.F.	WELDED WIRE FABRIC
GA.	GAUGE		
GALV.	GALVANIZED		
G.B.	GRAB BAR		
GFRC.	GLASS FIBER REINFORCED CONCRETE		
GL.	GLASS		
GYP.	GYP-SUM		
H.B.	HOSE BIBB		
H.C.	HOLLOW CORE		
HDWD	HARDWOOD		
HDWE	HARDWARE		
HM	HOLLOW METAL		
HORIZ.	HORIZONTAL		
HR	HOUR		
HGT	HEIGHT		
INSUL	INSULATION		
IMP	INSULATED METAL PANEL		
IMWP	INSULATED METAL WALL PANEL		
INT	INTERIOR		
J.C.	JANITOR'S CLOSET		
JT.	JOINT		
KT.	KITCHEN		
LAV	LAVATORY		
LG	LENGTH		
L.L.V.	LONG LEG VERTICAL		
LT	LIGHT		
LVT	LUXURY VINYL TILE		
MAX	MAXIMUM		
MECH	MECHANICAL		
MTL	METAL		
MFR.	MANUFACTURER		
MIN.	MINIMUM		
MISC.	MISCELLANEOUS		
M.O.	MASONRY OPENING		

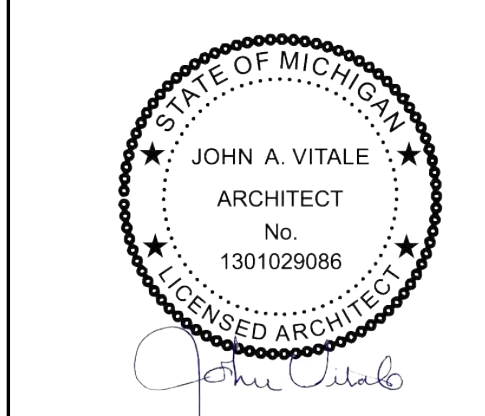


STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MI 48067-0925
P. 248.546.6700
F. 248.546.8454
WWW.STUCKYVITALE.COM

STATEMENT OF INTELLECTUAL PROPERTY:
THE IDEAS, CONCEPTS, DRAWINGS AND THOUGHTS CONVEYED HEREIN ARE THE INTELLECTUAL PROPERTY OF STUCKY VITALE ARCHITECTS. THIS SET OF DRAWINGS, IN WHOLE OR IN PART, HAS NOT BE REPRODUCED, WITHOUT THE WRITTEN CONSENT OF STUCKY VITALE ARCHITECTS. THIS INFORMATION IS PROTECTED UNDER U.S. COPYRIGHT LAW. ALL RIGHTS RESERVED.

Consultants

Seal:



Project:
AHEE JEWELERS
RETAIL ADDITION

20139 MACK AVE,
GROSSE POINTE
WOODS, MI 48236

Issued for
SITE PLAN APPROVAL 06.09.23

Drawn by:
JPM
Checked by:
JAV

Sheet Title:
COVER SHEET, GENERAL
INFORMATION, DRAWING
INDEX

Project No.:
2023.034

Sheet No.:
G001

13205 Charlevoix Avenue
DETROIT, MICHIGAN
STATE WIDE

VALLEY
2-1040

REGISTERED
CIVIL ENGINEERS
LAND SURVEYORS



Certificate of Survey

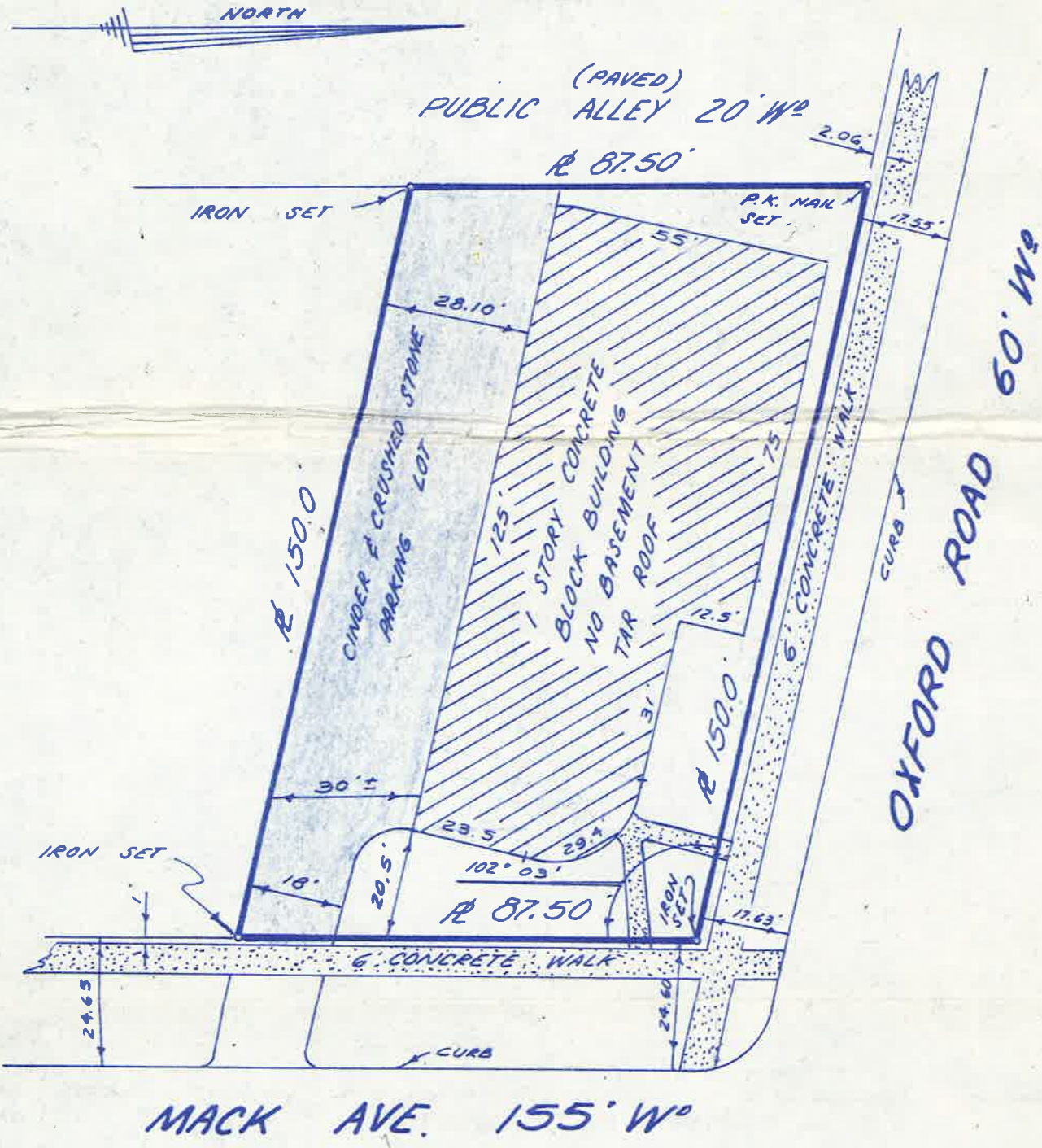
McMAHON ENGINEERING CO.

13205 CHARLEVOIX AVE.
DETROIT 18. MICH.

VA-2-1040



Lots 1603, 1604 and 1605 (as one) of
Arthur J. Scully's Eastern Super
Highway #1 Subdivision of parts of
P.C.'s. 393, 240 and 611, Grosse
Pointe Twp., Wayne County, Michigan.
As recorded in Liber 56, Page 77
of Wayne County Plats.



This is to Certify THAT WE HAVE
SURVEYED THE PROPERTY AS SHOWN
ON SKETCH ABOVE AND HAVE STAKED
THE CORNERS THEREOF.

NAME Shaheen, Gribbs & Shaheen
ADDRESS 3300 Guardian Bldg.
Detroit, Michigan 48226
DATE SURVEYED 2-1-68
SCALE Not to scale

JOB NO. 30154-68

John J. McMahon
REGISTERED CIVIL ENGINEER OR SURVEYOR

Section 11, Item A.

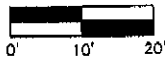
PROPERTY DESCRIPTION:

CERTIFIED SURVEY

LOTS 1606 AND 1607 OF ARTHUR J. SCULLY'S EASTERN SUPER-HIGHWAYS SUBDIVISION NO. 1 OF PARTS OF P.C. 393, P.C. 240 AND P.C. 611, GROSSE-POINTE TOWNSHIP (NOW CITY OF GROSSE POINTE WOODS), WAYNE COUNTY, MICHIGAN. AS RECORDED IN LIBER 56 OF PLATS, PAGE 77, WAYNE COUNTY RECORDS.

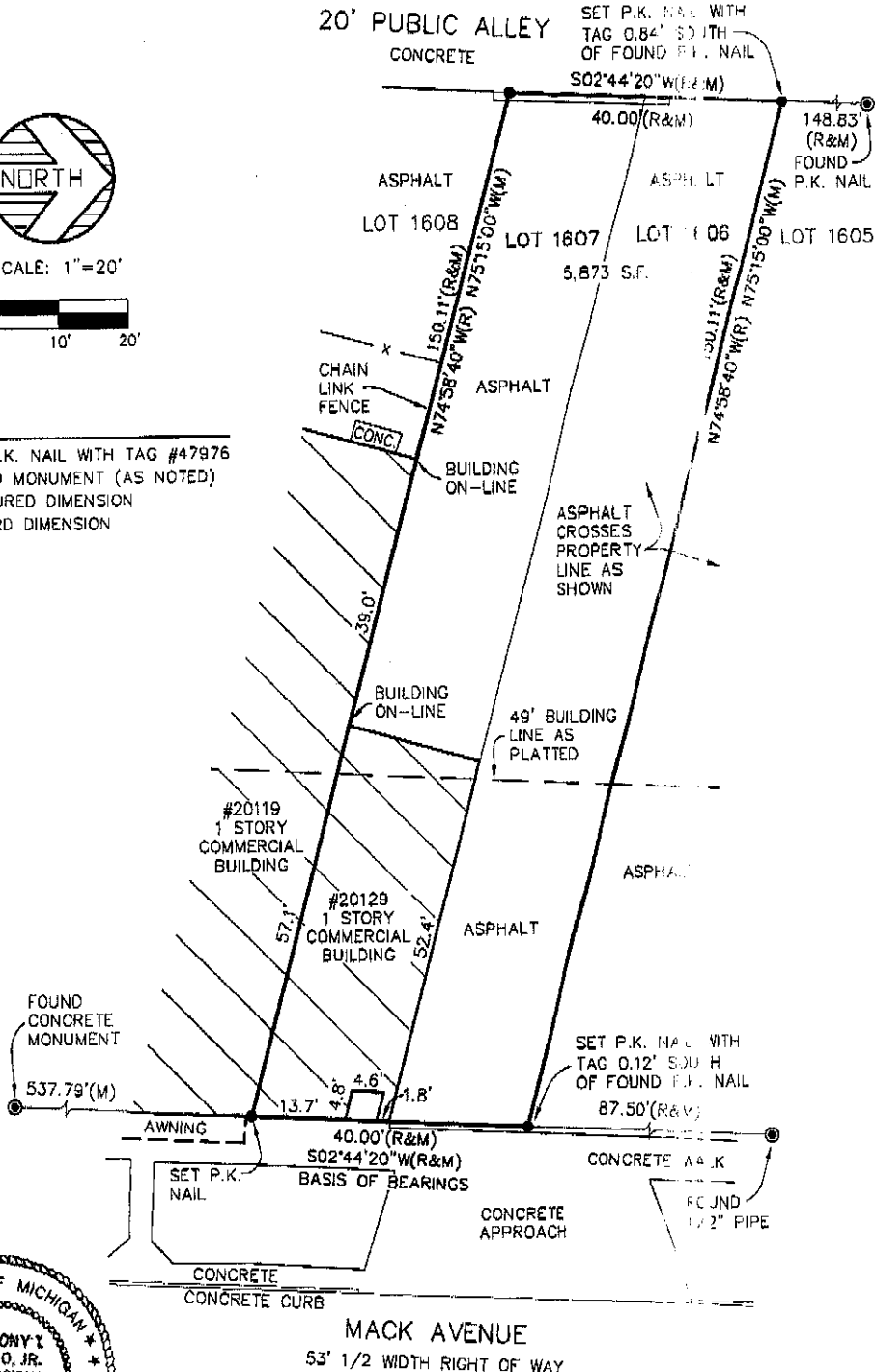


SCALE: 1"=20'



LEGEND

- SET P.K. NAIL WITH TAG #47976
- ⊙ FOUND MONUMENT (AS NOTED)
- (M) MEASURED DIMENSION
- (R) RECORD DIMENSION



I HEREBY CERTIFY THAT I HAVE SURVEYED THE LAND HEREIN PLATTED AND DESCRIBED AND THAT THE RATIO OF CLOSURE MEETS THE REQUIREMENTS OF PUBLIC ACT 132 OF 1970.

Anthony T. Sycko, Jr.
 ANTHONY T. SYCKO JR., P.S. NO. 47976

KEM-TEC & ASSOCIATES
 22556 GRATIOT AVE., ST. POINTE, MI 48021
 (586) 772-2222 FAX (586) 772-4048

CERTIFIED TO: FRANKLIN BANK AND FRED T. AHEE JEWELERS

FIELD SURVEY: KB RE	DATE: MARCH 25, 2004
DRAWN BY: TS	SHEET: 1 OF 1
SCALE: 1" = 20'	JOB NO. 04-06903A



STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MI 48067-0925
P. 248.546.6700
F. 248.546.8454
WWW.STUCKYVITALE.COM

STATEMENT OF INTELLECTUAL PROPERTY:
THE IDEAS, CONCEPTS, DRAWINGS AND THOUGHTS
CONVEYED HEREIN ARE THE INTELLECTUAL
PROPERTY OF STUCKY VITALE ARCHITECTS. THIS SET
OF DRAWINGS, IN WHOLE OR IN PART, MAY NOT BE
REPRODUCED, WITHOUT THE WRITTEN CONSENT OF
STUCKY VITALE ARCHITECTS. THIS INFORMATION IS
PROTECTED UNDER U.S. COPYRIGHT LAW. ALL
RIGHTS RESERVED.

Consultants:



Project :
AHEE JEWELERS
RETAIL ADDITION
20139 MACK AVE.
GROSSE POINTE WOODS,
MI. 48236

Issued for :
OWNER REVIEW 04.20.23
SITE PLAN 06.09.23
APPROVAL

Drawn by :
JPM
Checked by :
JAV

Sheet Title :
SITE PLAN -
DEMOLITION

Project No. :
2023.034

Sheet No. :
A001

DO NOT SCALE DRAWINGS
© 2020 Stucky Vitale Architects

GENERAL SITE PLAN NOTES:

1. PAVEMENT SHALL BE OF THE TYPE, THICKNESS AND CROSS SECTION AS INDICATED ON THE PLANS AND AS FOLLOWS:
2. CONCRETE: PORTLAND CEMENT TYPE IA (AIR-ENTRAINED) WITH A MINIMUM CEMENT CONTENT OF SIX SACKS PER CUBIC YARD, MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3,500 PSI AND A SLUMP OF 1 1/2 TO 3 INCHES.
3. ASPHALT: BASE COURSE - MDT BITUMINOUS MIXTURE NO. 1100L, 20AA; SURFACE COURSE - MDT BITUMINOUS MIXTURE NO. 1100T, 20AA; ASPHALT CEMENT PENETRATION GRADE 85-100, BOND COAT - MDT SS-1H EMULSION AT 0.10 GALLON PER SQUARE YARD; MAXIMUM 2 INCH LIFT.
4. PAVEMENT BASE SHALL BE COMPACTED TO 95% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT. EXISTING SUB-BASE SHALL BE PROOF-ROLLED IN THE PRESENCE OF THE ENGINEER TO DETERMINE STABILITY.
5. ALL CONCRETE PAVEMENT, DRIVEWAYS, CURB & GUTTER, ETC., SHALL BE SPRAY CURED WITH WHITE MEMBRANE CURING COMPOUND IMMEDIATELY FOLLOWING FINISHING OPERATION.
6. ALL CONCRETE PAVEMENT JOINTS SHALL BE FILLED WITH HOT POURED RUBBERIZED ASPHALT JOINT SEALING COMPOUND IMMEDIATELY AFTER SAWCUT OPERATION. FEDERAL SPECIFICATION SS-S164.
7. ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS AND SPECIFICATIONS OF THE MUNICIPALITY AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.
8. ALL TOP OF CURB ELEVATIONS, AS SHOWN ON THE PLANS, ARE CALCULATED FOR A 6" CONCRETE CURB UNLESS OTHERWISE NOTED.
9. ALL SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1993, SHALL BE INSTALLED AS INDICATED ON THE PLANS.
10. CONSTRUCTION OF A NEW OR RECONSTRUCTED DRIVE APPROACH CONNECTING TO AN EXISTING STATE OR COUNTY ROADWAY SHALL BE ALLOWED ONLY AFTER AN APPROVED PERMIT HAS BEEN SECURED FROM THE AGENCY HAVING JURISDICTION OVER SAID ROADWAY.
11. FOR ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY, THE CONTRACTOR SHALL PAY FOR AND SECURE ALL NECESSARY PERMITS AND LIKEWISE ARRANGE FOR ALL INSPECTION.
12. EXISTING TOPSOIL, VEGETATION AND ORGANIC MATERIALS SHALL BE STRIPPED AND REMOVED FROM PROPOSED PAVEMENT AREA PRIOR TO PLACEMENT OF BASE MATERIALS.
13. EXPANSION JOINTS SHOULD BE INSTALLED AT THE END OF ALL INTERSECTION RADII.
14. SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1973, SHALL BE INSTALLED AS SHOWN AT ALL STREET INTERSECTIONS AND AT ALL BARRIER FREE PARKING AREAS AS INDICATED ON THE PLANS.
15. ALL PAVEMENT AREAS SHALL BE PROOF-ROLLED UNDER THE SUPERVISION OF A GEOTECHNICAL ENGINEER PRIOR TO THE PLACEMENT OF BASE MATERIALS AND PAVING MATERIALS.
16. FILL AREAS SHALL BE MACHINE COMPACTED IN UNIFORM LIFTS NOT EXCEEDING 9 INCHES THICK TO 98% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT.
17. ALL LANDSCAPED AREAS TO BE PROVIDED W/ SPRINKLER SYSTEMS FOR 100% COVERAGE.

SITE PLAN KEY NOTES:

(TYPICAL THIS SHEET ONLY)

- (A) DEMOLISH EXISTING BUILDING.
- (B) RE-WORK EXISTING CURB CUT AND APPROACH. COORDINATE WITH NEW WORK APPROACH.
- (C) DEMOLISH EXISTING PARKING LOT PAVING. PREP SITE FOR NEW PROPOSED ADDITION. COORDINATE WITH NEW WORK PLANS.

PROPERTY DESCRIPTION:

PARCEL 1 - LOTS 1603, 1604 AND 1605 (AS ONE) OF ARTHUR J. SCULLY'S EASTERN SUPER-HIGHWAY #1 SUBDIVISION OF PARTS OF P.C. 'S 393, 240 AND 611, GROSSE-POINTE TWP. (NOW CITY OF GROSSE POINTE WOODS), WAYNE COUNTY, MICHIGAN. AS RECORDED IN LIBER 56 OF PLATS, PAGE 77, WAYNE COUNTY RECORDS.

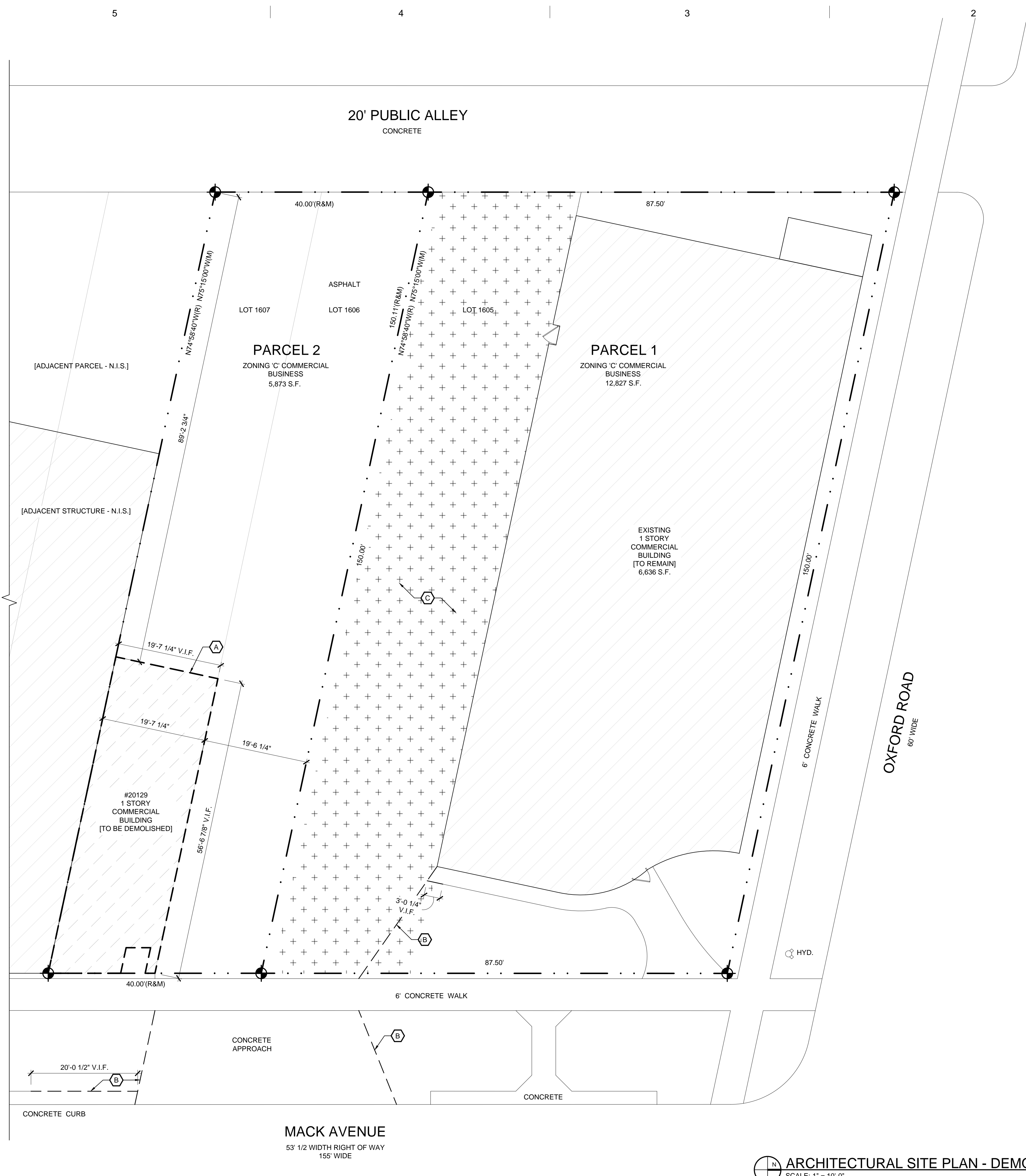
PARCEL 2 - LOTS 1606 AND 1607 OF ARTHUR J. SCULLY'S EASTERN SUPER-HIGHWAYS SUBDIVISION NO. 1 OF PARTS OF P.C. 393, P.C. 240 AND P.C. 611, GROSSE-POINTE TOWNSHIP (NOW CITY OF GROSSE POINTE WOODS), WAYNE COUNTY, MICHIGAN. AS RECORDED IN LIBER 56 OF PLATS, PAGE 77, WAYNE COUNTY RECORDS.

ZONING INFORMATION:	
ZONING 'C' COMMERCIAL BUSINESS	
SETBACKS:	
FRONT YARD	(0)
SIDE YARD	(0)
REAR YARD	(0)
EASEMENTS:	
NONE RECORDED	
EXISTING LOADING/UNLOADING AT REAR ALLEY (UNCHANGED)	

GENERAL NOTE:
PROPERTY INFORMATION BASED ON SURVEY CONDUCTED BY MCMAHON ENGINEERING CO. DATED 2-1-68.

BUILDING FOOTPRINT INFORMATION BASED ON SURVEY (IBID) AS WELL AS CONSTRUCTION DOCUMENTS FOR 2018 BUILDING EXPANSION.

NEIGHBORING PROPERTY INFORMATION BASED ON SURVEY CONDUCTED BY KEM-TEC & ASSOCIATES DATED MARCH 25, 2004.



ARCHITECTURAL SITE PLAN - DEMOLITION

SCALE: 1" = 10'-0"

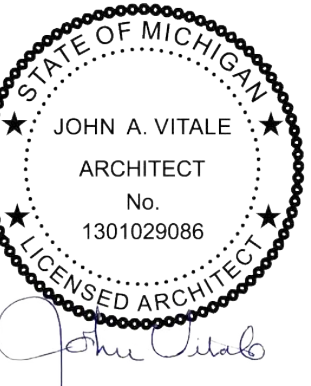
6 5 4 3 2 1
E
D
C
B
A
6 5 4 3 2 1



STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MI 48067-0925
P. 248.546.6700
F. 248.546.8454
WWW.STUCKYVITALE.COM

STATEMENT OF INTELLECTUAL PROPERTY:
THE IDEAS, CONCEPTS, DRAWINGS AND THOUGHTS
CONVEYED HEREIN ARE THE INTELLECTUAL
PROPERTY OF STUCKY VITALE ARCHITECTS. THIS SET
OF DRAWINGS, IN WHOLE OR IN PART, MAY NOT BE
REPRODUCED, WITHOUT THE WRITTEN CONSENT OF
STUCKY VITALE ARCHITECTS. THIS INFORMATION IS
PROTECTED UNDER U.S. COPYRIGHT LAW. ALL
RIGHTS RESERVED.

Consultants:



Project:
AHEE JEWELERS
RETAIL ADDITION
20139 MACK AVE.
GROSSE POINTE WOODS,
MI. 48236

Issued for:
OWNER REVIEW 04.20.23
SITE PLAN 06.09.23
APPROVAL

Drawn by:
JPM
Checked by:
JAV

Sheet Title:
SITE PLAN - NEW
WORK

Project No.:
2023.034

Sheet No.:
A002

DO NOT SCALE DRAWINGS
© 2020 Stucky Vitale Architects

GENERAL SITE PLAN NOTES:

- PAVEMENT SHALL BE OF THE TYPE, THICKNESS AND CROSS SECTION AS INDICATED ON THE PLANS AND AS FOLLOWS:
- CONCRETE: PORTLAND CEMENT TYPE IA (AIR-ENTRAINED) WITH A MINIMUM CEMENT CONTENT OF SIX SACKS PER CUBIC YARD, MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3,500 PSI AND A SLUMP OF 1 1/2 TO 3 INCHES.
- ASPHALT: BASE COURSE - MDT BITUMINOUS MIXTURE NO. 1100L, 20AA; SURFACE COURSE - MDT BITUMINOUS MIXTURE NO. 1100T, 20AA; ASPHALT CEMENT PENETRATION GRADE 85-100, BOND COAT - MDT SS-1H EMULSION AT 0.10 GALLON PER SQUARE YARD; MAXIMUM 2 INCH LIFT.
- PAVEMENT BASE SHALL BE COMPACTED TO 95% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT. EXISTING SUB-BASE SHALL BE PROOF-ROLLED IN THE PRESENCE OF THE ENGINEER TO DETERMINE STABILITY.
- ALL CONCRETE PAVEMENT, DRIVEWAYS, CURB & GUTTER, ETC., SHALL BE SPRAY CURED WITH WHITE MEMBRANE CURING COMPOUND IMMEDIATELY FOLLOWING FINISHING OPERATION.
- ALL CONCRETE PAVEMENT JOINTS SHALL BE FILLED WITH HOT POURED RUBBERIZED ASPHALT JOINT SEALING COMPOUND IMMEDIATELY AFTER SAWCUT OPERATION. FEDERAL SPECIFICATION SS-S164.
- ALL WORKMANSHIP AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT STANDARDS AND SPECIFICATIONS OF THE MUNICIPALITY AND THE MICHIGAN DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR CONSTRUCTION, CURRENT EDITION.
- ALL TOP OF CURB ELEVATIONS, AS SHOWN ON THE PLANS, ARE CALCULATED FOR A 6" CONCRETE CURB UNLESS OTHERWISE NOTED.
- ALL SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1993, SHALL BE INSTALLED AS INDICATED ON THE PLANS.
- CONSTRUCTION OF A NEW OR RECONSTRUCTED DRIVE APPROACH CONNECTING TO AN EXISTING STATE OR COUNTY ROADWAY SHALL BE ALLOWED ONLY AFTER AN APPROVED PERMIT HAS BEEN SECURED FROM THE AGENCY HAVING JURISDICTION OVER SAID ROADWAY.
- FOR ANY WORK WITHIN THE PUBLIC RIGHT-OF-WAY, THE CONTRACTOR SHALL PAY FOR AND SECURE ALL NECESSARY PERMITS AND LIKEWISE ARRANGE FOR ALL INSPECTION.
- EXISTING TOPSOIL, VEGETATION AND ORGANIC MATERIALS SHALL BE STRIPPED AND REMOVED FROM PROPOSED PAVEMENT AREA PRIOR TO PLACEMENT OF BASE MATERIALS.
- EXPANSION JOINTS SHOULD BE INSTALLED AT THE END OF ALL INTERSECTION RADII.
- SIDEWALK RAMPS, CONFORMING TO PUBLIC ACT NO. 8, 1973, SHALL BE INSTALLED AS SHOWN AT ALL STREET INTERSECTIONS AND AT ALL BARRIER FREE PARKING AREAS AS INDICATED ON THE PLANS.
- ALL PAVEMENT AREAS SHALL BE PROOF-ROLLED UNDER THE SUPERVISION OF A GEOTECHNICAL ENGINEER PRIOR TO THE PLACEMENT OF BASE MATERIALS AND PAVING MATERIALS.
- FILL AREAS SHALL BE MACHINE COMPACTED IN UNIFORM LIFTS NOT EXCEEDING 9 INCHES THICK TO 98% OF THE MAXIMUM DENSITY (MODIFIED PROCTOR) PRIOR TO PLACEMENT OF PROPOSED PAVEMENT.
- ALL LANDSCAPED AREAS TO BE PROVIDED W/ SPRINKLER SYSTEMS FOR 100% COVERAGE.

SITE PLAN KEY NOTES:

(TYPICAL THIS SHEET ONLY)

- EXISTING BUILDING ENTRANCE
- RE-SURFACE PARKING LOT & APPLY NEW PARKING STRIPING AS SHOWN.
- RE-WORK EXISTING CURB CUT & APPROACH

PROPERTY DESCRIPTION:

PARCEL 1 - LOTS 1603, 1604 AND 1605 (AS ONE) OF ARTHUR J. SCULLY'S EASTERN SUPER-HIGHWAY #1 SUBDIVISION OF PARTS OF P.C. 'S 393, 240 AND 611, GROSSE-POINTE TWP. (NOW CITY OF GROSSE POINTE WOODS), WAYNE COUNTY, MICHIGAN. AS RECORDED IN LIBER 56 OF PLATS, PAGE 77, WAYNE COUNTY RECORDS.

PARCEL 2 - LOTS 1606 AND 1607 OF ARTHUR J. SCULLY'S EASTERN SUPER-HIGHWAYS SUBDIVISION NO. 1 OF PARTS OF P.C. 393, P.C. 240 AND P.C. 611, GROSSE-POINTE TOWNSHIP (NOW CITY OF GROSSE POINTE WOODS), WAYNE COUNTY, MICHIGAN. AS RECORDED IN LIBER 56 OF PLATS, PAGE 77, WAYNE COUNTY RECORDS.

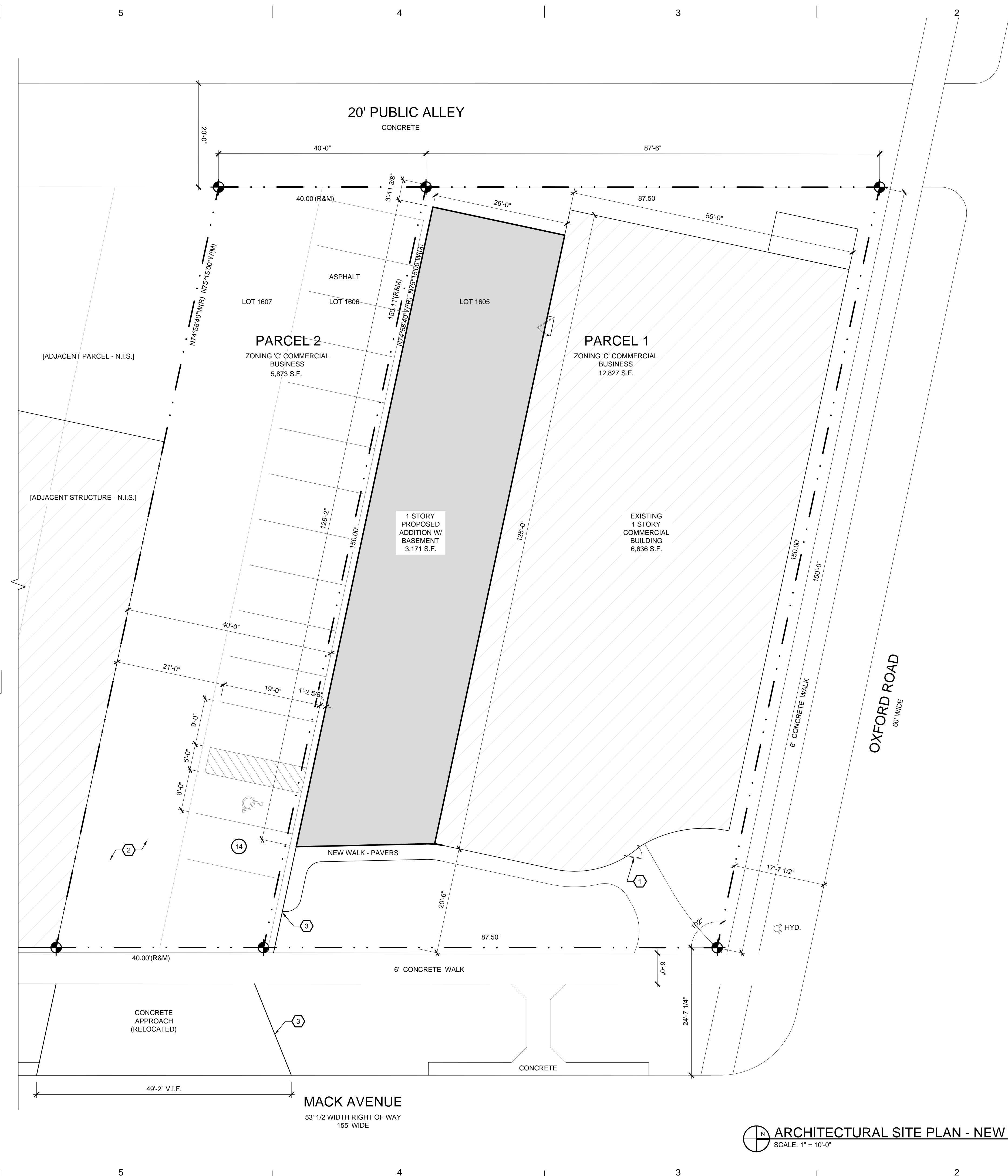
PARKING CALCULATION DATA:
EXISTING BUILDING AREA = 6,636 SF
NEW WORK BUILDING AREA = 3,171 SF
TOTAL BUILDING AREA = 9,756 GSF

1 SPACE FOR 200 GSF OF FLOOR AREA
TOTAL FLOOR AREA = 9,807 GSF
= 49 SPACES REQ'D
PROVIDED 14 SPACES.
INCLUDES 1 BF SPACE

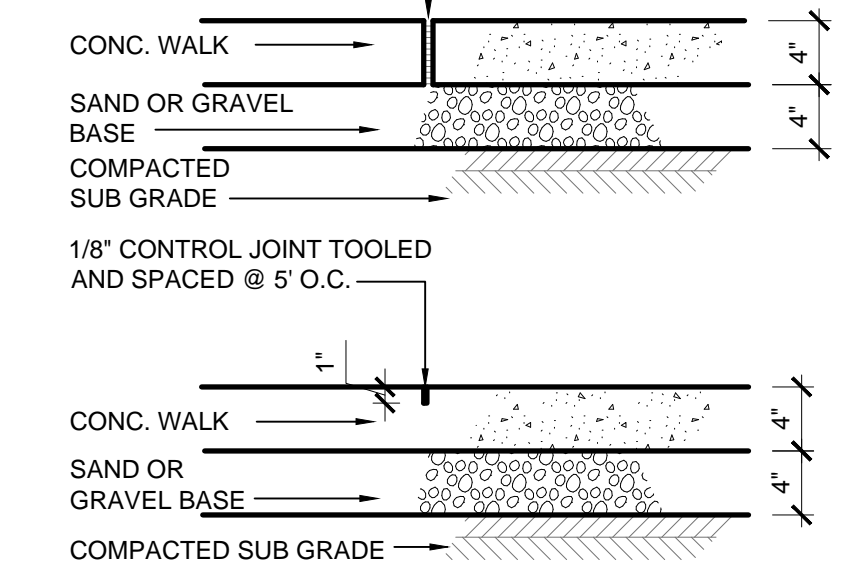
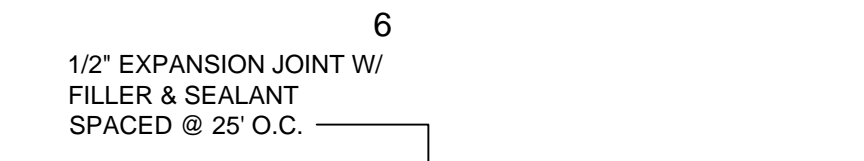
GENERAL NOTE:
PROPERTY INFORMATION BASED ON SURVEY CONDUCTED BY MCMAHON ENGINEERING CO. DATED 2-1-68.

BUILDING FOOTPRINT INFORMATION BASED ON SURVEY (IBID) AS WELL AS CONSTRUCTION DOCUMENTS FOR 2018 BUILDING EXPANSION.

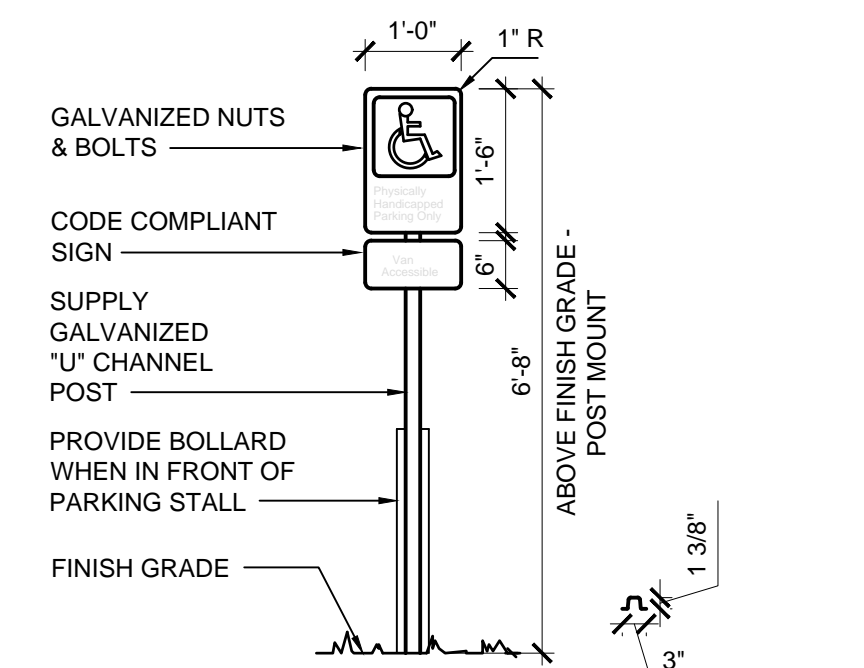
NEIGHBORING PROPERTY INFORMATION BASED ON SURVEY CONDUCTED BY KEM-TEC & ASSOCIATES DATED MARCH 25, 2004.



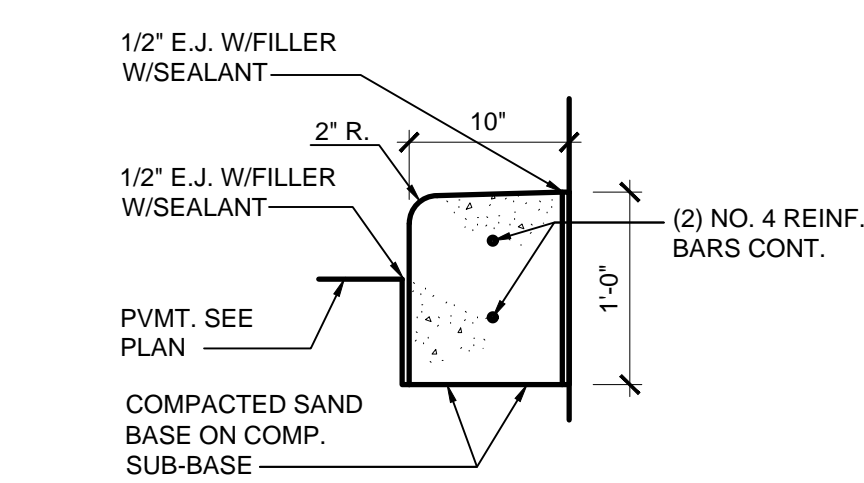
ARCHITECTURAL SITE PLAN - NEW WORK
SCALE: 1" = 10'-0"



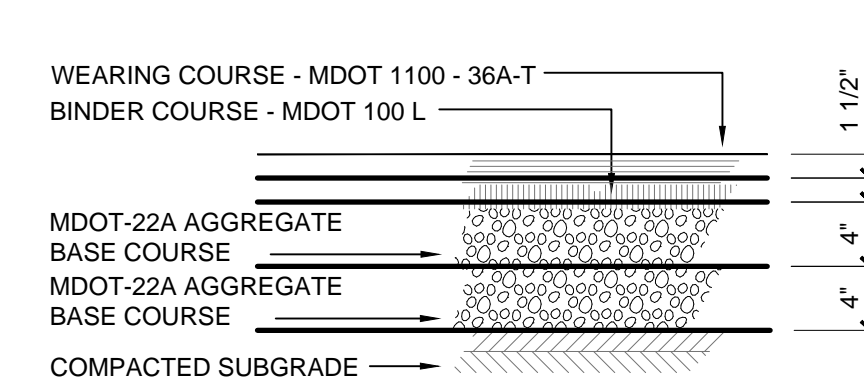
7 WALK JOINTING
SCALE: 1" = 1'-0"



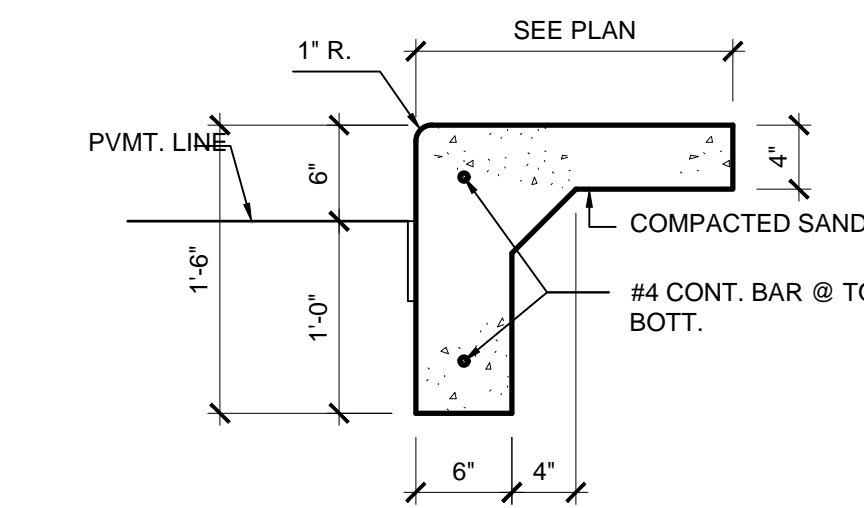
6 SIGNAGE DETAIL
SCALE: 1/2" = 1'-0"



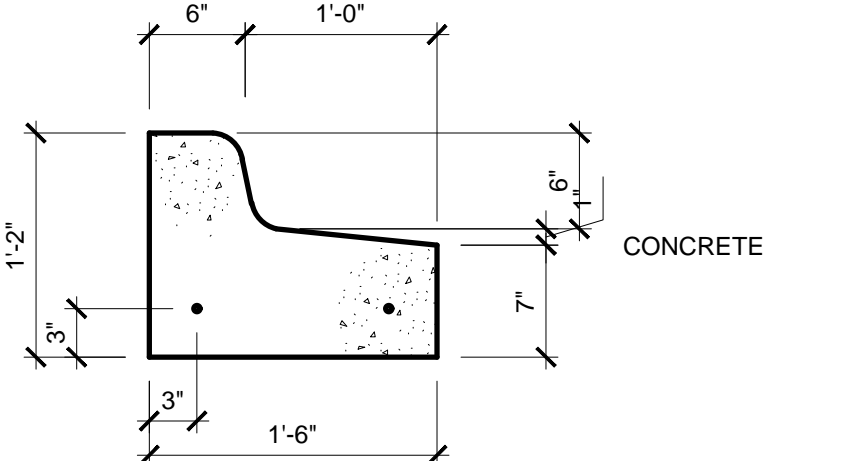
5 CURB DRIVE-UP
SCALE: 1" = 1'-0"



4 ASPHALT PAVEMENT
SCALE: 1" = 1'-0"



3 CURB & WALK DETAIL
SCALE: 1" = 1'-0"



2 SPILL CURB
SCALE: 1" = 1'-0"

DO NOT SCALE DRAWINGS
© 2020 Stucky Vitale Architects

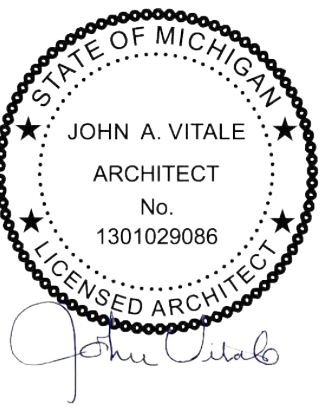


STUCKY VITALE ARCHITECTS
 27172 WOODWARD AVENUE
 ROYAL OAK, MI 48067-0925
 P. 248.546.6700
 F. 248.546.8454
 WWW.STUCKYVITALE.COM

STATEMENT OF INTELLECTUAL PROPERTY:
 THE IDEAS, CONCEPTS, DRAWINGS AND THOUGHTS CONVEYED HEREIN ARE THE INTELLECTUAL PROPERTY OF STUCKY VITALE ARCHITECTS. THIS SET OF DRAWINGS, IN WHOLE OR IN PART, HAS NOT BE REPRODUCED, WITHOUT THE WRITTEN CONSENT OF STUCKY VITALE ARCHITECTS. THIS INFORMATION IS PROTECTED UNDER U.S. COPYRIGHT LAW. ALL RIGHTS RESERVED.

Consultants

Seal:



Project :

AHEE JEWELERS
 RETAIL ADDITION

20139 MACK AVE,
 GROSSE POINTE
 WOODS, MI 48236

Issued for

DESIGN UPDATE 06.06.23
 SITE PLAN 06.09.23
 APPROVAL

Drawn by :

JPM

Checked by :

JAV

Sheet Title :

FIRST LEVEL FLOOR PLAN

Project No. :

2023.034

Sheet No. :

A123

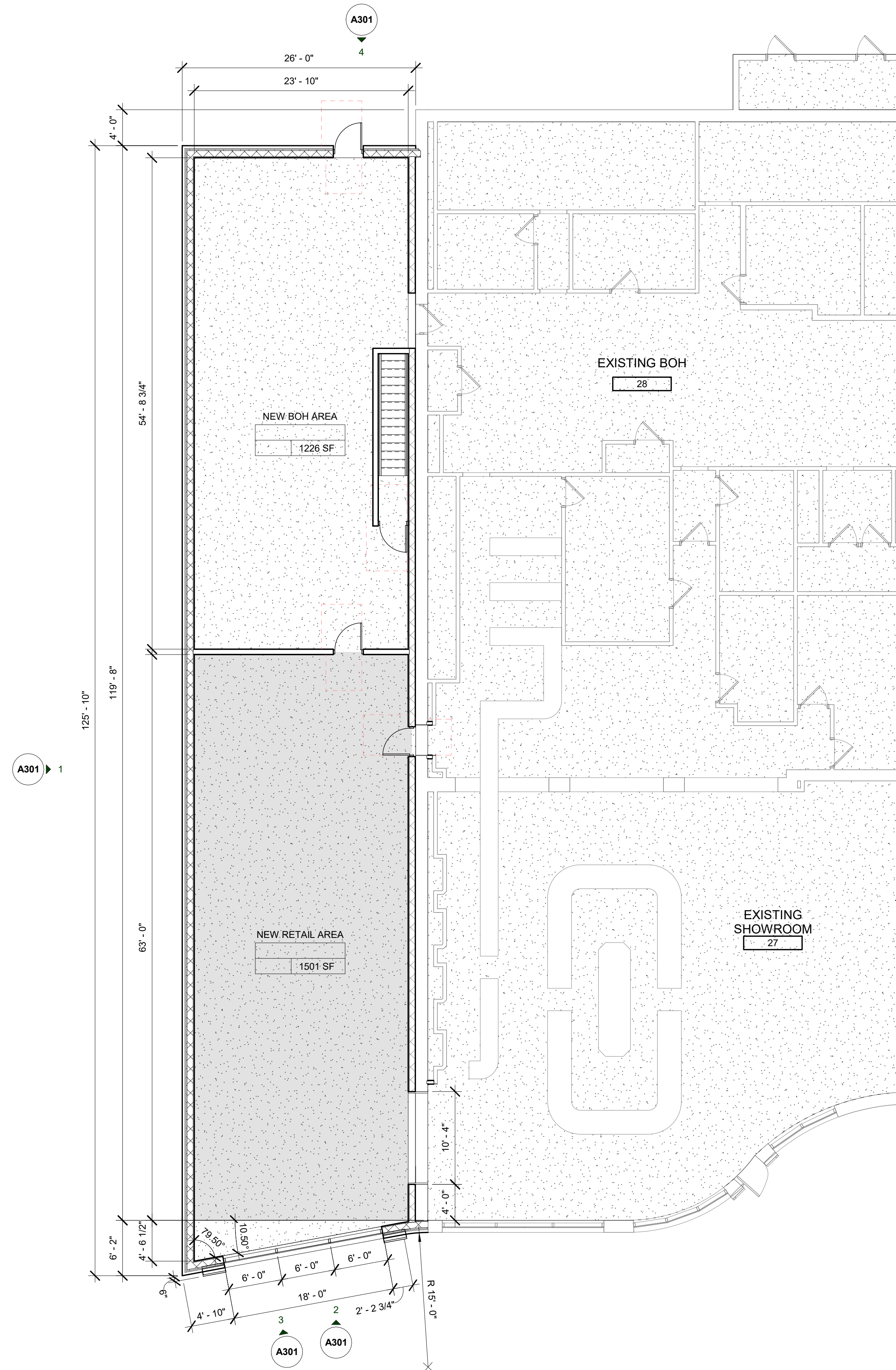
DO NOT SCALE DRAWINGS © 2023 Stucky Vitale Architects

GENERAL FLOOR PLAN NOTES

1. THIS DRAWING IS DIAGRAMMATIC AND SHOULD BE USED TO DETERMINE THE DESIGN INTENT. THE CONTRACTOR IS RESPONSIBLE FOR THE COMPLETE SET OF WORK AS INDICATED AND SHALL FIELD VERIFY ALL WORK, COORDINATE ALL DRAWINGS / NEW WORK AND SHALL NOTIFY ARCHITECT IMMEDIATELY OF ANY DISCREPANCIES IN THE DOCUMENTS BEFORE PROCEEDING. FAILURE TO DO SO WILL RESULT IN THE CONTRACTOR TAKING FULL RESPONSIBILITY AND LIABILITY FOR SAID DISCREPANCIES.
2. ALL DIMENSIONS ARE SHOWN FROM FINISH FACE TO FINISH FACE OF PARTITION UNLESS OTHERWISE NOTED.
3. WALL THICKNESS' ARE NOMINAL NOT ACTUAL DIMENSIONS. SEE WALL SCHEDULE FOR ACTUAL DIMENSIONS.
4. ALL WOOD, INCLUDING BLOCKING, USED ON THE PROJECT SHALL BE FIRE RETARDANT TREATED.
5. ALL WORK SHALL BE DONE IN ACCORDANCE WITH ALL LOCAL, STATE, COUNTY CODE REGULATIONS, O.S.H.A., AND THE AMERICAN WITH DISABILITIES ACT (ADA). REFER TO THE CODE PLAN FOR MORE INFORMATION.
6. PROVIDE POSITIVE SLOPE TO ALL FLOOR DRAINS WHILE KEEPING FLOOR LEVEL AT WALL BASE CONDITION.
7. PROVIDE TRANSITION STRIPS AT EACH CHANGE IN FLOOR FINISH MATERIALS.
8. PAINT, PATCH AND REPAIR THE FOLLOWING TO MATCH EXISTING MATERIALS: FLOOR, WALL, AND CEILING SURFACES AS REQUIRED ADJACENT TO AREAS BEING DEMOLISHED. REFER TO DEMOLITION DRAWINGS FOR MORE INFORMATION.
9. REINFORCE WALL AND PROVIDE BLOCKING AS REQUIRED TO SUPPORT WALL CABINETS AND COUNTERTOPS.
10. THE CONTRACTOR SHALL PROVIDE AND INSTALL WALL REINFORCING FOR INSTALLATION OF ACCESSORIES, COAT RACKS, CASEWORK, AND OTHER WALL MOUNTED ITEMS.
11. CLEAN AND REPAIR ALL EXISTING FLOOR FINISHES AS NECESSARY.
12. ALL EXPOSED PIPES, DUCTS, AND CONDUIT TO BE PAINTED TO MATCH EXISTING.
13. PROVIDE CONTROL JOINTS IN GYPSUM BOARD PARTITIONS AT 30'-0" O.C. MAXIMUM AND AS INDICATED IN THE CONTRACT DOCUMENTS.
14. COORDINATE WITH OWNER'S EQUIPMENT SUPPLIER FOR INSTALLATION REQUIREMENTS / LOCATIONS OF FLOOR / WALL / CEILING MOUNTED ITEMS: IE. CAMERAS, TV'S, SPEAKERS, SENSORS, SECURITY WIRING, VAULTS, ETC.
15. CONTRACTOR SHALL CONDUCT A ROUGH ELECTRICAL INSPECTION WITH OWNER, PRIOR TO ENCLOSING WALLS, FOR THE PURPOSE OF CONFIRMING ALL J-BOX LOCATIONS FOR POWER, DATA, VOICE, SWITCH, THERMOSTAT, ETC.
16. A TACTILE SIGN STATING 'EXIT' AND COMPLYING WITH ICC-A117.1 SHALL BE PROVIDED ADJACENT TO EACH DOOR TO AN 'AREA OF REFUGE', AN EXTERIOR AREA FOR ASSISTED RESCUE, AN EXIT STAIRWAY, AN EXIT RAMP, AN EXIT PASSAGEWAY, AND THE EXIT DISCHARGE.

KEYNOTE - NEW CONSTRUCTION LEGEND

KEYNOTE	KEYNOTE DESCRIPTION
---------	---------------------



1 FIRST LEVEL FLOOR PLAN
 1/8" = 1'-0"

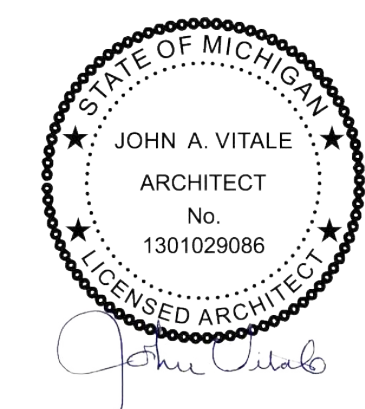


STUCKY VITALE ARCHITECTS
 27172 WOODWARD AVENUE
 ROYAL OAK, MI 48067-0925
 P. 248.546.6700
 F. 248.546.8454
 WWW.STUCKYVITALE.COM

STATEMENT OF INTELLECTUAL PROPERTY:
 THE IDEAS, CONCEPTS, DRAWINGS AND THOUGHTS CONVEYED HEREIN ARE THE INTELLECTUAL PROPERTY OF STUCKY VITALE ARCHITECTS. THIS SET OF DRAWINGS, IN WHOLE OR IN PART, MAY NOT BE REPRODUCED, WITHOUT THE WRITTEN CONSENT OF STUCKY VITALE ARCHITECTS. THIS INFORMATION IS PROTECTED UNDER U.S. COPYRIGHT LAW. ALL RIGHTS RESERVED.

Consultants

Seal:



Project:

AHEE JEWELERS
 RETAIL ADDITION

20139 MACK AVE,
 GROSSE POINTE
 WOODS, MI 48236

Issued for

SITE PLAN APPROVAL 06.09.23

Drawn by:

JPM

Checked by:

JAV

Sheet Title:

EXTERIOR ELEVATIONS

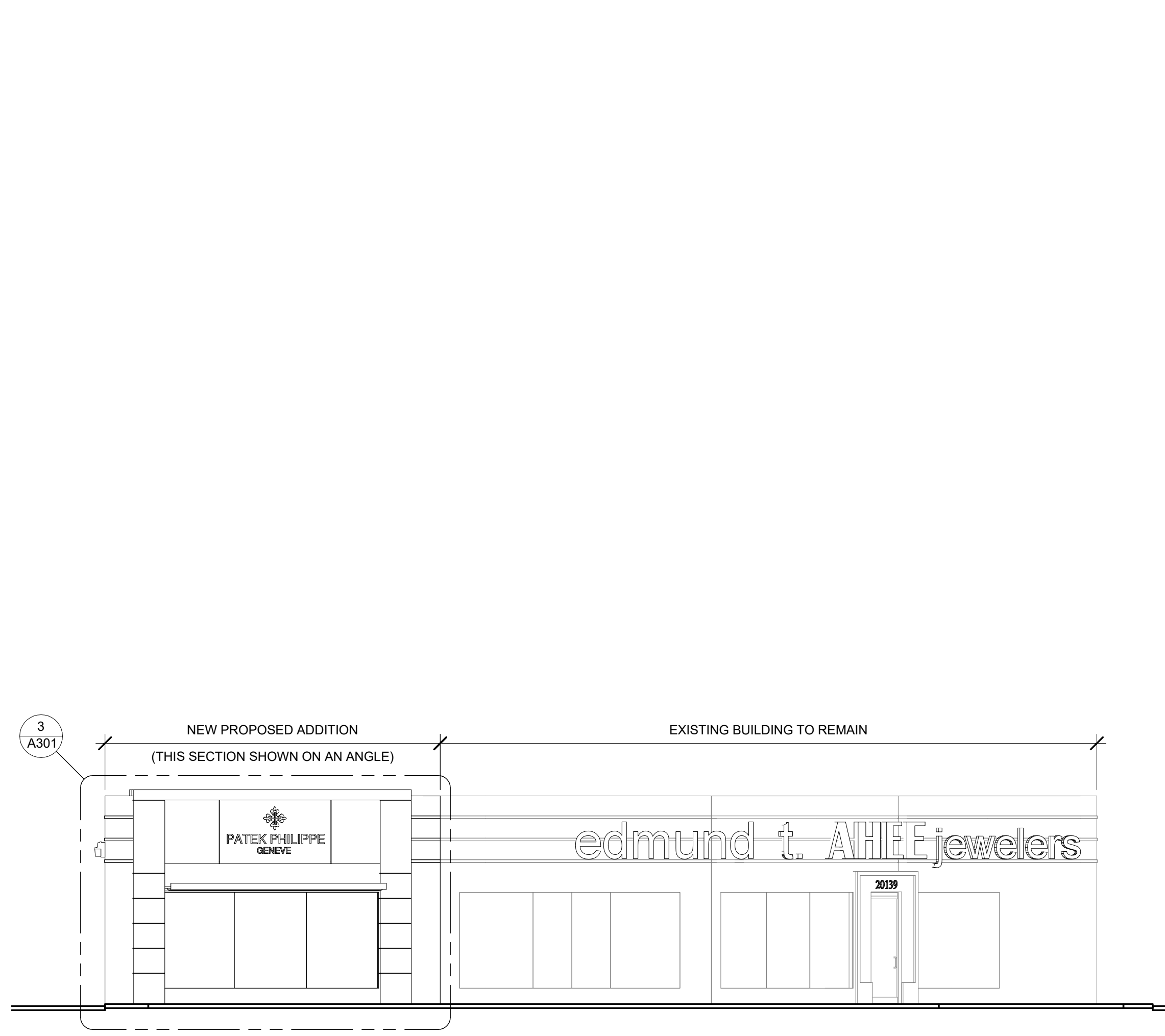
Project No.:

2023.034

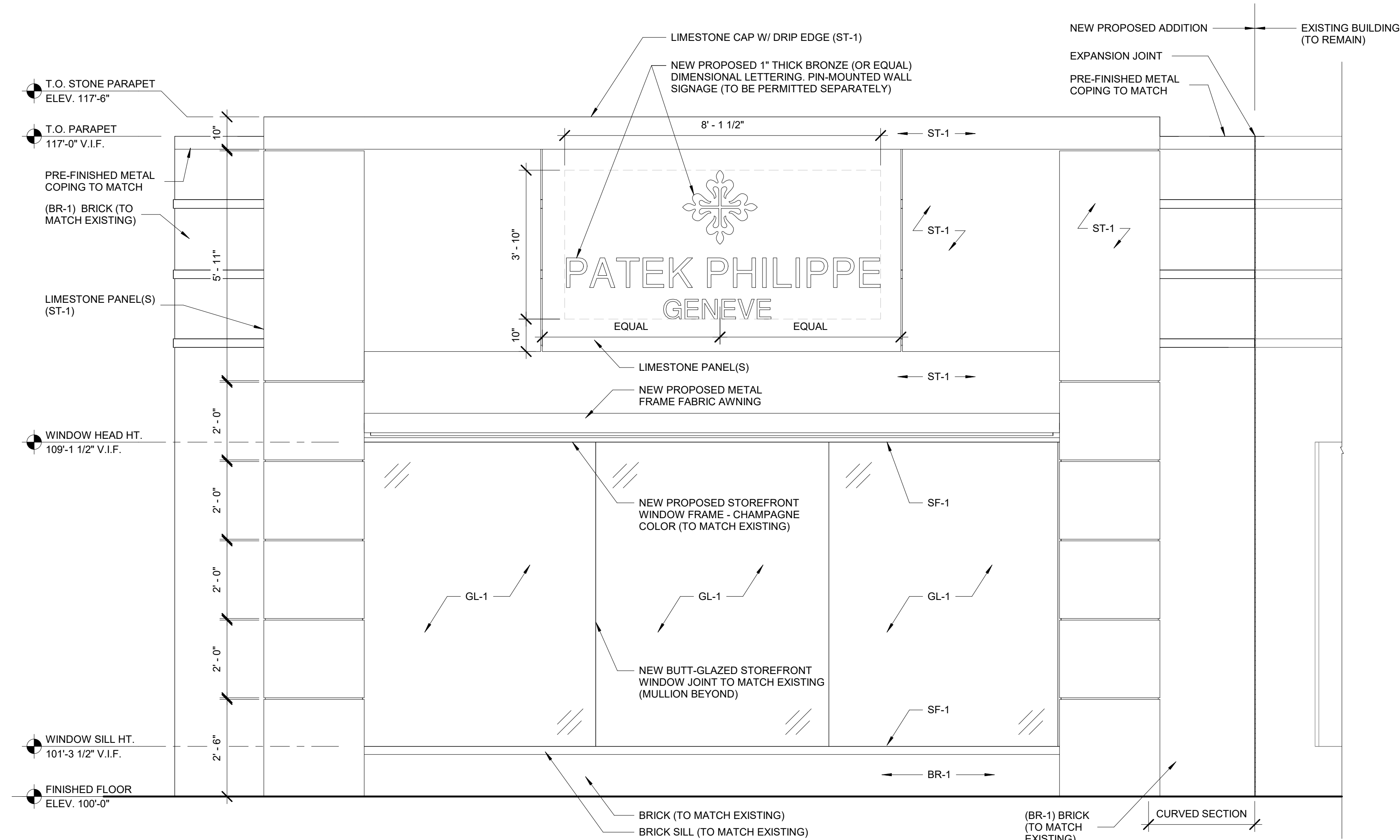
Sheet No.:

A301

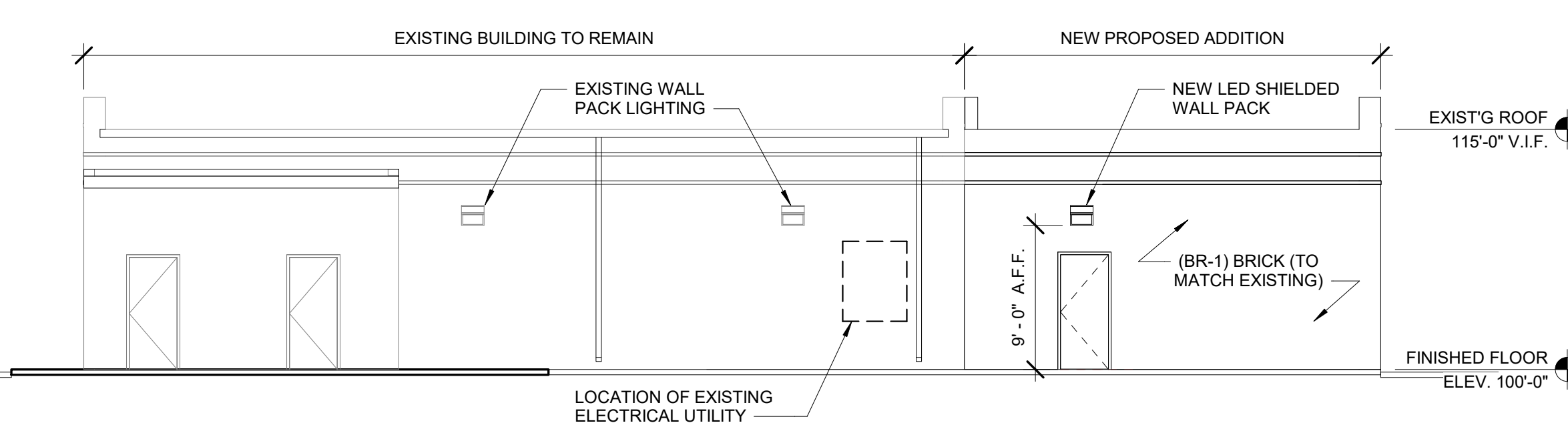
DO NOT SCALE DRAWINGS © 2022 Stucky Vitale Architects



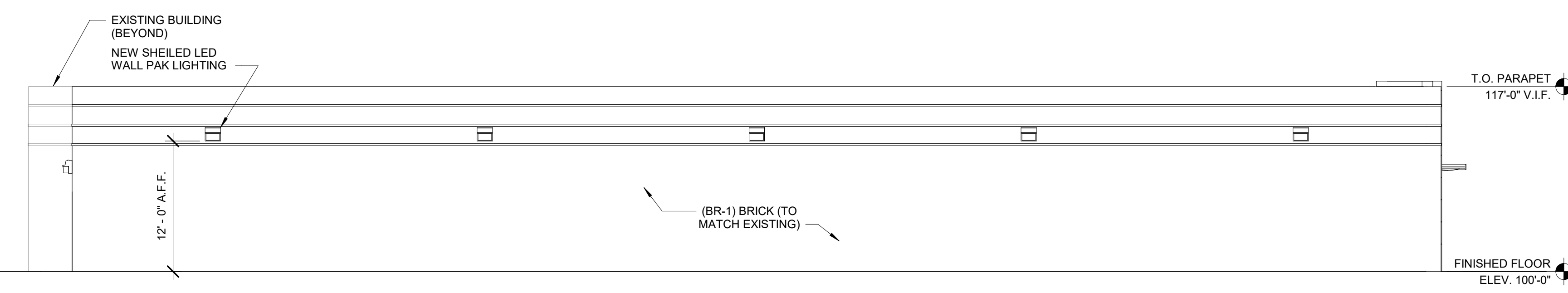
2 FRONT ELEVATION
 A301 1/8" = 1'-0"



3 ENLARGED FRONT ELEVATION
 A301 1/2" = 1'-0"



4 REAR ELEVATION
 A301 1/8" = 1'-0"



1 SIDE ELEVATION
 A301 1/8" = 1'-0"



STUCKY VITALE ARCHITECTS
27172 WOODWARD AVENUE
ROYAL OAK, MI 48067-0925
P. 248.546.6700
F. 248.546.8454
WWW.STUCKYVITALE.COM

STATEMENT OF INTELLECTUAL PROPERTY:
THE IDEAS, CONCEPTS, DRAWINGS AND THOUGHTS CONVEYED HEREIN ARE THE INTELLECTUAL PROPERTY OF STUCKY VITALE ARCHITECTS. THIS SET OF DRAWINGS, IN WHOLE OR IN PART, MAY NOT BE REPRODUCED, WITHOUT THE WRITTEN CONSENT OF STUCKY VITALE ARCHITECTS. THIS INFORMATION IS PROTECTED UNDER U.S. COPYRIGHT LAW. ALL RIGHTS RESERVED.

Consultants

GENERAL NOTE:
CONCEPTUAL RENDERINGS FOR REFERENCE ONLY.
REFER TO SHEET A301 EXTERIOR ELEVATIONS FOR
BALANCE OF INFORMATION.

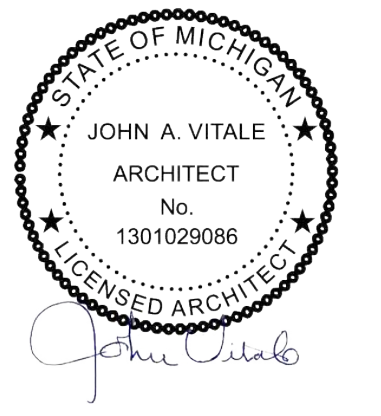


CONCEPTUAL RENDERING MACK AVE. - PERSPECTIVE VIEW



CONCEPTUAL RENDERING MACK AVE. - ELEVATION VIEW

Seal:



Project :
AHEE JEWELERS
RETAIL ADDITION

20139 MACK AVE,
GROSSE POINTE
WOODS, MI 48236

Issued for
SITE PLAN APPROVAL 06.09.23



CONCEPTUAL RENDERING MACK AVE. - PERSPECTIVE VIEW



CONCEPTUAL RENDERING MACK AVE. - ISOMETRIC VIEW

Drawn by :
JPM
Checked by :
JAV
Sheet Title :
EXTERIOR RENDEREINGS

Project No. :
2023.034

Sheet No. :
A311

DO NOT SCALE DRAWINGS
© 2022 Stucky Vitale Architects

Mollie Mackinnon

From: John Kosanke
Sent: Friday, July 21, 2023 11:25 AM
To: Mollie Mackinnon
Subject: Ahee Jewelers

I have reviewed the renovation plans for Ahee Jewelers and at this time find no issues as it relates to the public safety department.

Director John G. Kosanke

Mollie Mackinnon

From: John Kosanke
Sent: Friday, July 21, 2023 11:28 AM
To: Mollie Mackinnon
Subject: CrossPointe Christian Church

I have reviewed the renovation plans for Crosspointe Christian Church and at this time find no issues as it relates to the public safety department.

Director John G. Kosanke

MCKENNA

July 18, 2023

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

Subject: 21336 Mack Avenue (Crosspointe Christian Church) Site Plan Review
Parcel ID: 004-99-0001-000
Site Plan Review #1
Zoning: C-F – Community Facilities

Dear Commissioners:

We have reviewed an application submitted by Steven Schneemann of MCD Architects on behalf of Crosspointe Christian Church, who requests to construct a 1,905-square-foot addition to the existing 19,330 sq.ft. religious building at 21336 Mack Avenue for a total square footage of 21,235 (not including the existing accessory structure). The site is within the City’s C-F (Community Facilities) Zoning District. Upon review of the proposed plan compared to the applicable ordinance standards, we offer the following comments for your review. Items that do not comply or require additional information are in **bold and underlined>**.



HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

☎ 248.596.0920
☎ 248.596.0930
MCKA.COM

Communities for real life.

SUMMARY OF COMPLIANCE

This project is reviewed against the City’s Zoning Ordinance, Master Plan, existing site conditions, and sound planning and design principles to provide constructive and helpful feedback for the development of this site. A summary of our findings and compliance is detailed in the table below.

Further specifications, review, and recommendations are detailed on the pages below.

Ordinance Standard	Compliance	Comments
Zoning and Master Plan Designations	Complies.	N/A
Dimensional Requirements	Complies.	As an existing nonconforming use, the proposed addition does not increase the existing building’s nonconformity.
Architecture and Building Design	Can Comply.	Proposed building materials must be labeled within the plans and presented to the Planning Commission.
Parking and Loading	Can Comply.	The site plans lack complete information regarding the site’s parking lot. The parking lot must have traffic flow markings.
Signs	Can Comply.	No new signs are proposed. The applicant shall submit details of current signage to ensure the site’s signage is in compliance with the zoning ordinance.
Lighting	Can Comply.	No modifications to the exterior lighting are proposed at this time. The applicant must provide a photometric plan.
Landscaping and Screening	Can Comply.	Not enough details have been provided regarding existing landscaping species types. Planning Commission should determine if this applicant should conduct a complete landscaping inventory to include information on the existing plant species on site. A masonry wall must be constructed where parking areas abut residential property (southern and eastern portions of the parking lot).

RECOMMENDATION

We recommend the Planning Commission approve the site plan application with the conditions of the following revisions to be approved administratively:

1. A 2- to 4-foot masonry wall, where nonexistent, is constructed where parking abuts residential property;
2. Traffic lane markings be added to the existing parking lot to communicate the direction of traffic flow;
3. In the updated site plan application that is approved by the City Planner and Building Official, the applicant must depict the entirety of the property, including the entire parking lot, as well as provide clarification on the proposed building materials, provide a photometric plan, mark exterior lighting locations, depict existing signage dimensions, provide a floor plan, and list existing landscaping species types to ensure compliance with the Ordinance.

Respectfully submitted,

McKENNA



Ashley Amey
Assistant Planner



Brigitte Smith, AICP
Assistant Planner

Site Plan Review

1. ZONING AND MASTER PLAN DESIGNATIONS

The following chart provides information on existing land use, current zoning, and future land use.

Location	Existing Land Use	Zoning District	Future Land Use Designation
Subject Site	Religious Institution	C-F	Institutional
North (St. Clair Shores)	Commercial / Single-Family Residential	B-1 (Local Business) and RA (Single Family Residential)	Mixed Use, Traditional Neighborhood
South	Single-Family Residential	R-1D	Single-Family Medium Density
East	Single-Family Residential	R-1D	Single-Family Medium Density
West	Dentist Office / Multi-Family Residential (across Mack Ave.)	C, R-4	Office, Planned Multi-Family

Findings: The 2006 Master Plan Future Land Use Map designates this site as institutional, described in the text of the Master Plan as, "...where existing schools, churches, and public buildings are currently in operation with the City. These uses are often permitted within multiple zoning districts within the City as permitted uses.", which is the zoning category that currently applies to the site. **Complies.**

2. DIMENSIONAL REQUIREMENTS

Standard	Requirement	Existing Conditions	Conditions of Proposed Building Addition	Proposed Compliance
Minimum Front Setback	75'	<75'	115' 11 9/16"	Yes
Minimum Side Setback	75'	>75'	>75'	Yes
Minimum Rear Setback (West)	75'	23.1'	>75' *	Yes
Maximum Building Height	35'	20'4"	16'8"	Yes

*While the existing building structure does not comply with the required 75-foot setbacks; the proposed building addition does comply with the required setback and does not increase the nonconformities of the building.

Findings: As it stands, the existing building is a nonconformity. The proposed building addition would not be expanding the existing building's nonconformity and complies with dimensional requirements. **Complies.**

3. ARCHITECTURE AND BUILDING DESIGN (Sec. 50-373)

The purpose of these design standards is to promote a coordinated and complimentary use of design elements that result in a theme oriented, harmonious appearance and image for the commercial and high intensity residential areas of the city.

Findings: The plans and application submitted by the applicant depict that renovations to the building show that updates to the building include an elevator, two new offices, lobby space, and an entry canopy. Section 50-6.1(H)(13) requires that exterior building materials and treatment shall be finished of quality, consistent with the

quality of exterior treatment of surrounding buildings, which the proposed elevations comply with. The renderings depict material that matches and enhances the façade of the existing building; however, the elevations of the building addition do not describe the proposed material. **The applicant must label the proposed building material in the plans to ensure that they are high quality. In addition, per Section 50-6.1(G)(7) of the Zoning Ordinance, the applicant must bring samples of the material to be used on the building's exterior to the Planning Commission meeting.** Can comply.

4. PARKING AND LOADING

Findings: Based on Section 50-5.3(H), places of worship are required to have one parking spot for every four seats in the main assembly or worship area. Additionally, classrooms on the site require one (1) parking space each for teachers. Therefore, the site must have a minimum of 112 parking spaces, which is exceeded by the current 275 parking spaces available. Eight (8) handicap spaces are provided.

Aerial photography from 2014-2023 indicates that the site does not need any additional parking. Furthermore, the proposed addition will not require any additional parking spaces beyond the existing 275 spaces, as it does not include any new classrooms or assembly areas.

The current loading/unloading area located under the existing canopy on the southeast portion of the building is sufficient.

It is important to note that according to Section 50-5.3(U), parking lots must have traffic lane markings to indicate entrances and exits and ensure the safe and orderly movement of vehicles. **The applicant's proposed site plan does not include these required markings, including markings for one-way traffic.**

Lastly, the submitted plans do not provide a complete depiction of the parking lot's dimensions, including maneuvering lanes, parking spots, materials used, etc. Therefore, it is difficult to determine whether the site's parking lot complies with the Zoning Ordinance. The applicant must provide more detailed plans that show the entire parking lot and its relevant information. Can comply.

5. SIGNS

Findings: For the C-F, Community Facilities District, one externally illuminated ground sign is permitted at each entry to the campus provided that, the sign's design is consistent with the overall design of the development, does not exceed 32 square feet in area, and is no higher than seven feet above grade.

The applicant is not proposing any additional signage. However, if the applicant were to propose additional signage, **a separate permit must be submitted for every proposed sign, with electrical signs requiring a separate electrical permit.** The site currently has a monument sign located on the southeast corner of 8 Mile Road and Mack Avenue, which consists of an electronic message sign. **The applicant must provide details of existing signage, such as dimensions, in order to determine whether or not the site complies with Article 32 of the Zoning Ordinance.** Can comply.

6. LIGHTING

Outside security lighting means any electrically operated light, except incandescent lights without a reflecting surface and not exceeding 150 watts, mounted or installed on the exterior of any building or on or upon any exterior object located upon a property or parcel of real estate within any residential district of the city.

Findings: **No modifications to the exterior lighting are proposed at this time. The applicant should provide a photometric plan to ensure the current lighting does not exceed 150 watts as required by the Ordinance. Any proposed lighting must also be noted.** Can Comply.

7. LANDSCAPING & SCREENING

Findings: The applicant proposed adding boxwood hedge around the perimeter of the building addition. However, the plans do not show the site in its entirety; therefore, it is difficult to see if landscaping and screening standards are met across the site. Planning Commission should determine if this applicant should label the existing landscaping with each species type, etc. on site. If so, in the updated Site Plan submitted for final approval, the applicant must depict the entirety of the property and list the existing plant species.

In addition, subject to Section 50-5.3(Q), whenever a parking area adjoins residential property or a residential street, an ornamental masonry wall not less than two feet or more than four feet must be erected and maintained between the required yard space and the area used for parking. Any existing or proposed walls must be shown within the plans. Can comply.

CITY OF GROSSE POINTE WOODS

Building Department

BUILDING OFFICIAL RECOMMENDATION MEMORANDUM

DATE: July 25, 2023
TO: Planning Commission
FROM: Bruce Eck, Building Official
SUBJECT: Building Official Recommendation for Crosspointe Christian Church

It is my recommendation that this commercial addition project meets the local ordinances and building codes.

Thank you,
Bruce Eck
Building Official

CITY OF GROSSE POINTE WOODS
Building Department
20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2426

SITE PLAN REVIEW

COMMERCIAL - Zoned As - Please Check One:
() C - Commercial Business () RO-1 - Restricted Office () P-1 - Vehicular Parking
(X) CF - Community Facilities () C-2 - High Intensity City Ctr

Property Owner Name: Crosspointe Christian Church Date: 06/20/2023

GPW Property Address: 21366 Mack Ave. Grosse Pointe Woods, MI * 21336 MACK AVE

Telephone #: Work (Tim Decoste) (313) 310-6779 Home:

Contractor/Applicant Name: Steven Schneemann

Telephone # (248) 374-0001 Mobile Phone # (248) 321-9800 Fax #

Contractor/Applicant Address: 33610 Grand River Ave. Farmington, MI e-mail: ss@mcdarchitects.com

MI Builder's License #: MI Driver's License #:

Nature of Proposed Work:

Addition that includes elevator, two new offices, lobby space, and entry canopy. Site work includes revisions to existing paving and addition of landscaping.

Value of Construction \$ 1,000,000

Section 23a of State Construction Code Act of 1972, No. 230 of the Public Acts of 1972, being Section 125.1523a of the Michigan Compiled Laws, prohibits a person from conspiring to circumvent the licensing requirements of the State relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Applicant Signature: [Signature]

I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and we agree to conform to all applicable laws of this jurisdiction.

Table with 2 columns: Fee Description and Amount. Rows include: #50-32(7) Special Land Use PC Fee: \$ 250; #50-42(a) PC Site Plan Review Fee: \$ 350; #50-42(b)(1) Deposit - Est. Costs Incurred by the City: \$ 400; PC APPLICATION FEE DUE: \$ 1,000.

Date Received: Name:

ISSUED:
06/08/23 SPA

LEGAL DESCRIPTION (PER TAX RECORDS)

THE PART OF PRIVATE CLAIM 224 DESCRIBED AS BEGINNING AT THE INTERSECTION OF THE CENTER LINE OF GOETHE AVE. WITH THE SOUTHERLY LINE OF P.C. 224 AND PROCEEDING THENCE WESTERLY ALONG SAID SOUTHERLY LINE 1222.16 FEET TO THE CENTER LINE OF MACK AVE. THENCE NORTHERLY ALONG THE CENTER LINE OF MACK AVE. 86.85 FEET TO THE NORTH LINE OF WAYNE COUNTY THENCE EASTERLY ALONG SAID NORTH LINE 1295.82 FEET TO THE CENTER LINE OF GOETHE AVE. THENCE SOUTHERLY ALONG SAID CENTER LINE 506.44 FEET TO THE POINT OF BEGINNING EXCEPT THE EASTERLY 30 FEET THEREOF AND EXCEPT THE NORTHERLY 60 FEET THEREOF AND ALSO EXCEPT THE WESTERLY 60 FEET THEREOF.

LEGAL DESCRIPTION (AS SURVEYED)

LAND IN THE CITY OF GROSSE POINTE WOODS, WAYNE COUNTY, STATE OF MICHIGAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE INTERSECTION OF THE CENTER LINE OF GOETHE AVE. (60 FEET WIDE) AND THE SOUTHERLY LINE OF PRIVATE CLAIM 224; THENCE ALONG SAID SOUTHERLY LINE OF P.C. 224, NORTH 72°04'11" WEST 139.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING ALONG SAID SOUTHERLY LINE OF P.C. 224, NORTH 72°04'11" WEST 1023.59 FEET TO A POINT ON THE EASTERLY RIGHT-OF-WAY OF MACK AVE.; THENCE ALONG SAID EASTERLY RIGHT-OF-WAY OF MACK AVE., NORTH 14°51'56" EAST 44.39 FEET TO A POINT ON THE SOUTHERLY RIGHT-OF-WAY OF EIGHT MILE RD., NORTH 89°00'39" EAST 1084.62 FEET; THENCE SOUTH 17°56'20" WEST 396.00 FEET TO THE BEGINNING.

CONTAINING 225,828 SQ. FT. OR 5.184 ACRES, SUBJECT TO ALL RESTRICTIONS AND RIGHTS OF RECORD.

SHEET NOTES

1. THIS SITE PLAN IS DERIVED FROM A BOUNDARY, TOPOGRAPHIC AND TREE SURVEY CREATED BY NOWAK & FRAUS ENGINEERS (PROJECT NO. K610). REFER TO SURVEY DRAWINGS FOR ADDITIONAL SITE PLAN INFORMATION.
2. ALL TREES AND SHRUBS ARE EXISTING UNLESS NOTED OTHERWISE.
3. REFER TO SHEET AS-101 FOR DETAILED SITE CONSTRUCTION.
4. REMOVE EXISTING 7'0" BLUE-BEECH TREE AND ASSOCIATED MASONRY PLANTER. REMOVE EXISTING BUSHES ALONG FRONT OF BUILDING IN AREA OF NEW ADDITION. REMOVE EXISTING SOD AND TOPSOIL IN AREA OF NEW ADDITION. STOCKPILE TOPSOIL AS DIRECTED BY OWNER.
5. ALL PARKING SPACES, DRIVES AND DRAINAGE ARE EXISTING TO REMAIN.

BUILDING DATA

	ALLOWED	EXISTING	PROPOSED
EXISTING BUILDING AREA *	12,000 S.F.	19,330 S.F.	
EXISTING BUILDING HT.	55 FT	20'-4"	
NEW BUILDING ADDITION AREA	12,000 S.F.		1,905 S.F.
NEW BUILDING ADDITION HT.	55 FT		16'-8"
TOTAL BUILDING AREA			21,235 S.F.

* EXISTING CHURCH STRUCTURE IS NOT SPRINKLED. THE EXISTING BUILDING AND NEW ADDITION WILL BE PARTITIONED INTO TWO FIRE AREAS LESS THAN 12,000 S.F. EACH TO COMPLY WITH BUILDING CODE REQUIREMENTS FOR NON-SPRINKLERED MAXIMUM BUILDING AREA.

PARKING DATA

EXISTING	REQUIRED
ON-STREET PARKING SPACES	44 (3 BARRIER-FREE)
OFF-STREET PARKING SPACES	231 (12 BARRIER-FREE)
TOTAL PARKING SPACES	275
LOADING / UNLOADING AREA	1 (NOT SUBJECT TO ZONING ORD. 50-529 REQMTS)
SANCTUARY OCCUPANCY	103 = 410 / 4 (1 PER 4 SEATS)
CLASSROOM OCCUPANCY +	9 (1 PER TEACHER)
TOTAL PARKING SPACES	112
LOADING / UNLOADING AREA	1

+ CLASSROOM OCCUPANCY ANTICIPATED TO BE CONCURRENT WITH SANCTUARY OCCUPANCY DURING SUNDAY SERVICES, AND WILL BE FOR CLASSES ATTENDED BY YOUTH AND TEENS.



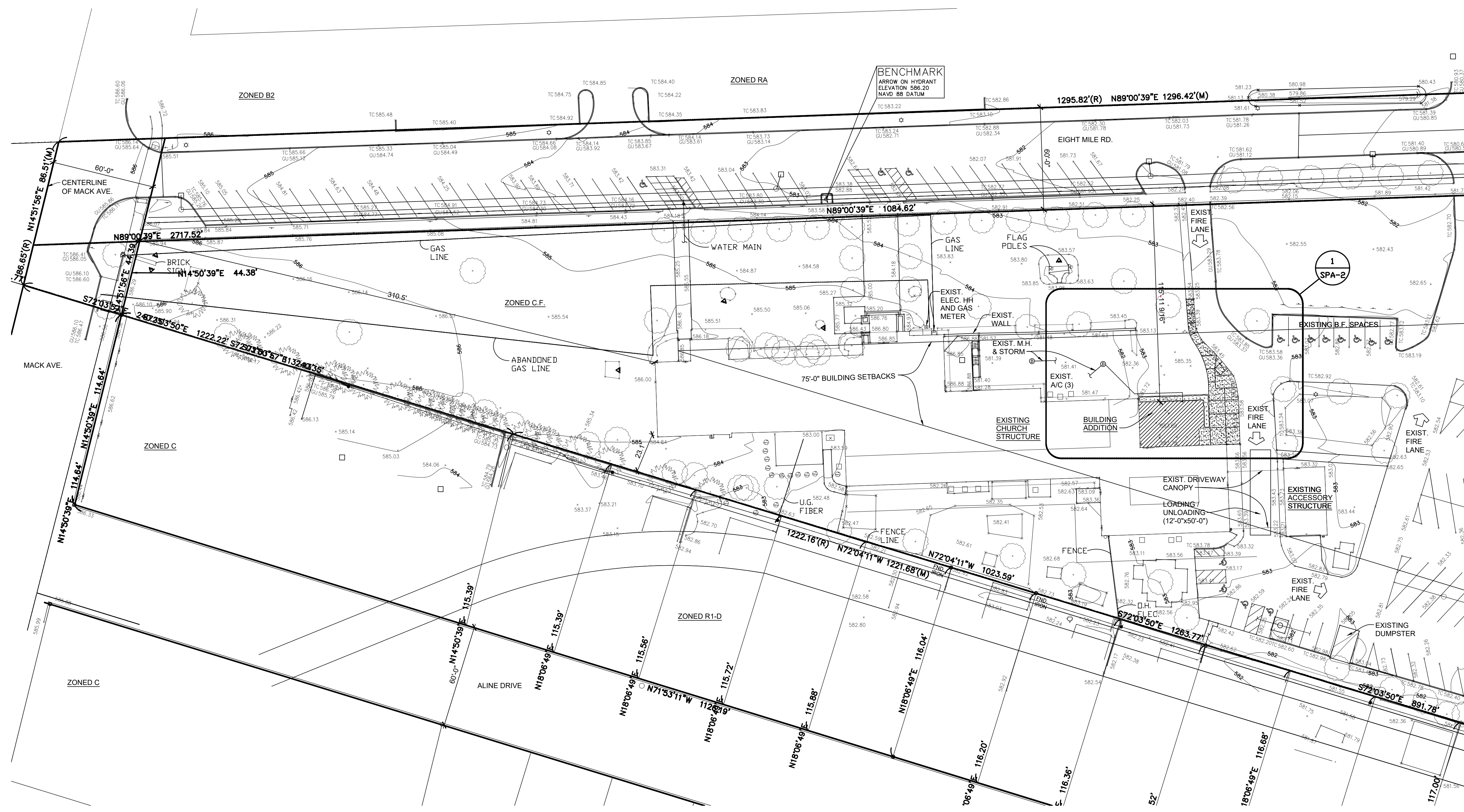
33610 GRAND RIVER FARMINGTON, MI, 48335
www.mcdarchitects.com
248-374-0001

ADDITION FOR:
CROSSPOINTE CHRISTIAN CHURCH
21336 MACK AVE.
GROSSE POINTE WOODS, MI

PARTIAL SITE AND SITE DEMOLITION PLANS

These documents have been prepared specifically for this Project. They are not suitable for use on other projects or in other locations without approval and participation of the Architect. Reproduction for bidding or any other purpose is expressly prohibited.

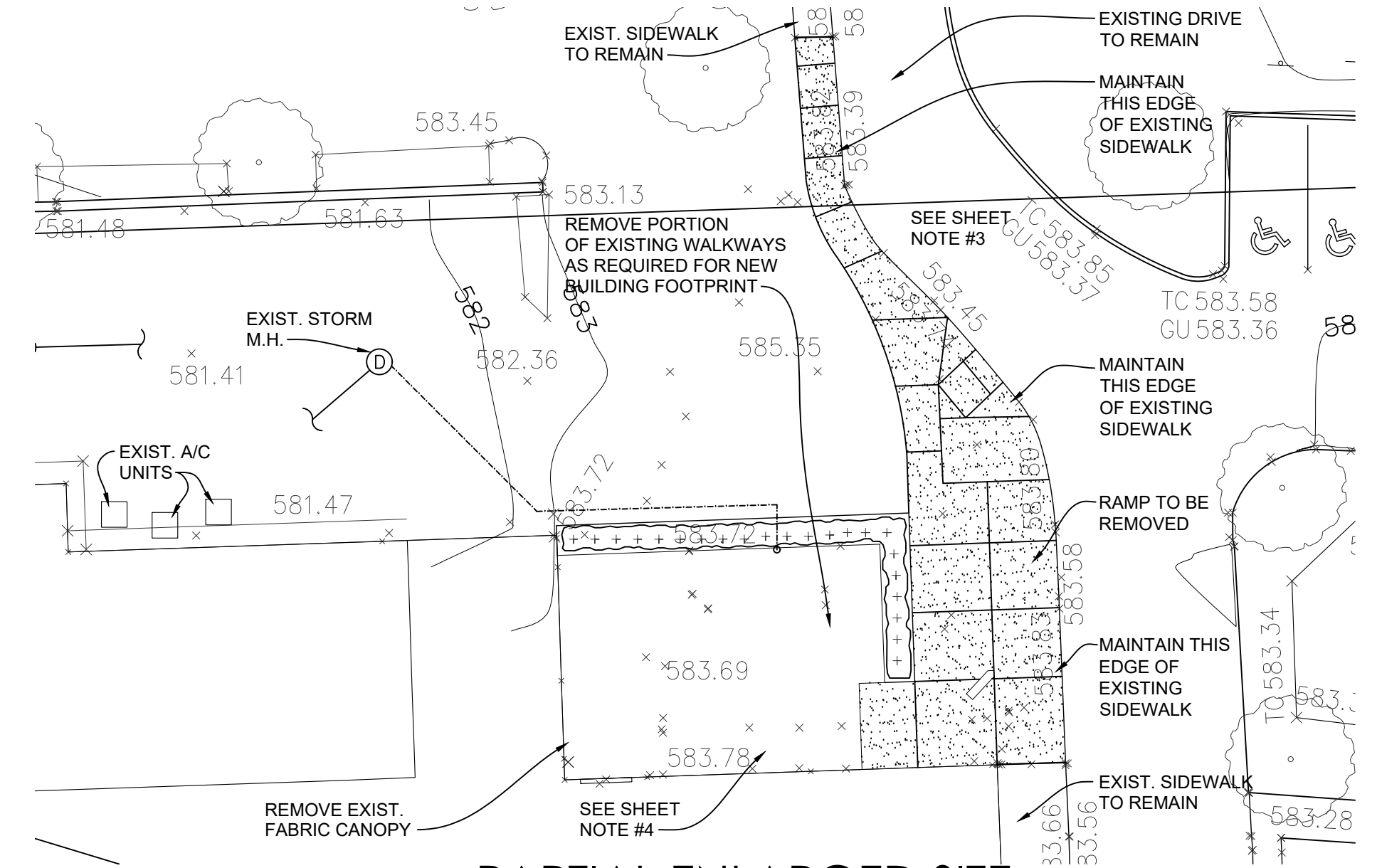
Project No. 17205.1
Sheet No. SPA-1



1 PARTIAL SITE PLAN
SCALE: 1/32" = 1'-0"

LANDSCAPING DEMOLITION SCHEDULE

MARK	SPECIES	BOTANICAL NAME	QUANTITY
TD-1	7'Ø BLUE-BEECH		1



2 PARTIAL ENLARGED SITE DEMOLITION PLAN
SCALE: 1/16" = 1'-0"

Memorandum

TO: Grosse Pointe Woods Planning Commission;
Frank Schulte, City Manager; Paul Antolin, City Clerk

FROM: Brigitte Smith, AICP

SUBJECT: Social District Recommendations – Updated

DATE: July 25, 2023

This memorandum is created to explain and support the establishment of two Social Districts in the City of Grosse Pointe Woods, enabled by House Bill 5781 that created the “Social District Permit” and signed into law by Governor Whitmer on July 1, 2020. A Social District is “an area ... that is **shared by and contiguous to the premises of at least two other qualified licensees**” and that has clearly marked boundaries. Qualified licensees consist of bars/restaurants with a Class C, Tavern, Club, or Brewpub License to serve alcoholic beverages (beer, wine, spirits, or mixed spirits or drinks). These businesses, marked on Exhibit A, may apply for a Social District Permit. Once approved by the Michigan Liquor Control Commission (MLCC), they may serve alcoholic beverages on their licensed premises in **marked cups** to customers who may drink the alcoholic beverages anywhere within the commons area of the Social Districts.

The proposed districts include the “**Northern Social District**,” north of Vernier Rd., shaded green on the map to the right and the “**City Hall Social District**” shaded in blue. They will operate every day during May to October from 4-10pm.

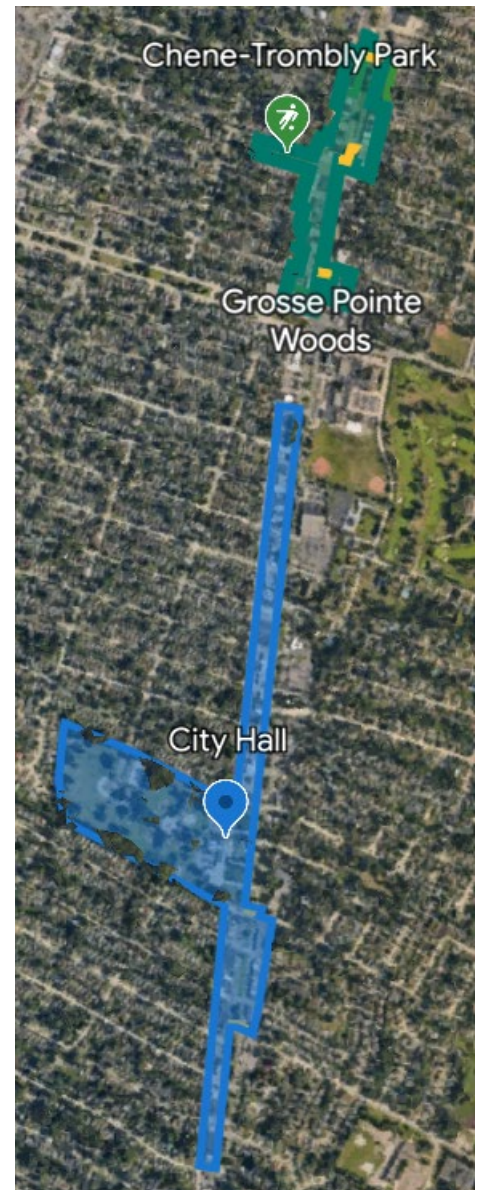
The “**Northern Social District**” marked in green on the map includes:

- Commercial properties from AH Peters Funeral Home on the west and Big Boy on the east to the northern border of the City at 8 Mile;
- Chene-Trombly Park; and
- Three (3) Crosswalks on Mack at Anita Road, Ridgemont to Hampton Road, and Brys Drive.

The “**City Hall Social District**” outlined in blue on the map spans:

- Fifteen (15) blocks of commercial businesses on the west of Mack Avenue from Broadstone Street north to Lennon Street,
- Two (2) blocks of commercial businesses on the east side of Mack Ave. from Cook Road north to Torrey Road;
- Ghesquiere Park; and
- Two (2) crosswalks across Mack Ave at Torrey Road and Cook Rd.

The Commons Areas automatically included in the districts include the sidewalks along Mack Avenue and the side streets within the boundary, designated green space, and crosswalks (shown in Exhibit B and C). Additional Common Areas can be added on privately owned property within the Social



HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

☎ 248.596.0920
☎ 248.596.0930
MCKA.COM

District, such as seating in the rear yard of businesses, or the county right-of-way, if the owner submits a Commons Areas Use Application and any additional required permits.

A successful Social District allows people to gather and meet friends or make new ones. Elements that contribute to a successful district include housing, restaurants, and “vibrant entertainment niches ... such as cinemas, theaters, museums, and concert halls, but also lively **parks, plazas, and other gathering areas.**”¹ For this reason, we recommend including all of Ghesquiere Park and Chene-Trombly Park to offer gathering areas, since public seating and gathering spaces are limited along Mack Avenue.

REQUIREMENTS TO CREATING A SOCIAL DISTRICT

- A Social District designation must be filed with the MLCC with the following materials:
- 1. A copy of the Resolution passed by the governing body designating the Social District and common area;
 - 2. A copy of the Management and Maintenance Plans, including the hours of operation, established by the local governmental unit for the Social District and common area;
 - 3. A diagram or map that clearly shows the boundaries of the Social District and commons area and identifies the qualified licensees that are contiguous to the commons area on the diagram or map.

The Maps, Sample Resolution, Management and Maintenance Plan, and Commons Area Use Application are included in this packet.

¹ Sarah J. Gabis of the law firm of Foster Swift Collins & Swift, P.C., *Social District Fact Sheet*, Michigan Municipal League (MML), Sept. 2020

Exhibit A: Proposed Social Districts with Marked Qualified Businesses

Grosse Pointe Woods, MI

July 19, 2023

Legend

- Northern Social District
- City Hall Social District
- Park Overlay, closes at dusk*
- Social District Commons Area

Table Key:

- C: Club
- CC: Class C Liquor License
- SDD: Specially Designated Distributor
- SDM: Specially Designated Merchant

*Ghesquiere and Chene-Trombly Parks are part of the proposed Social District, but will adhere to park hours and closes at dusk.

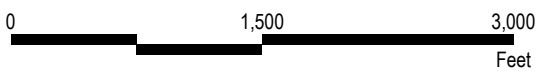
Qualifying Businesses

Label	Name	Classification	Street
1	Little Tony's Lounge	CC	20513 Mack Ave
2	Bucci	CC; SDM	20217 Mack Ave
3	Champs	CC	20515 Mack Ave
4	Telly's Place	CC	20795 Mack Ave
5	Mack Avenue Grille	CC	19841 Mack Ave
7	Salvatore Scalopini	CC	19655 Mack Ave
8	Ferlito's Family Dining	CC	20745 Mack Ave
9	Da Edoardo Restaurant	CC; SDM	19767 Mack Ave
10	Pendy's*	CC	20934 Mack Ave
11	Crispelli's	CC	19852 Mack Ave
12	Garrido's Bistro	CC	19605 Mack Ave
13	Someday Brewing	CC	20746 Mack Ave

*Pending Class C and Business License approvals

Other Businesses with Liquor Licenses

Label	Name	Classification	Street
6	Churchill's Cigar Bar	CC; SDM	19271 Mack Ave
14	Woods Wholesale Wine	SDD; SDM	20787 Mack Ave
15	Oxford Beverage	SDD; SDM	20107 Mack Ave
16	Merchant's Fine Wine	SDD; SDM	21038 Mack Ave
17	CVS/Pharmacy #8107	SDD;SDM	20460 Mack Ave
18	Fairway Packing Retail, LLC	SDM	20877 Mack Ave
19	Merit Woods Drugs	SDD; SDM	19325 Mack Ave
20	Kroger Store #454	SDM	20422 Mack Ave
21	On the Run Mobile Gas Station	SDM	20700 Mack Ave
22	Cheese to Please	SDM	19583 Mack Ave



Basemap Source: Michigan Center for Geographic Information, Version 17a.
Data Source: County or Local Community Source. McKenna 2020.



Exhibit B: Proposed Northern Social District

City of Grosse Pointe Woods, MI

July 7, 2023

Legend

- Northern Social District
- Social District Commons Area
- Park Overlay, closes at dusk*

*Chene-Trombly Park is part of the proposed Social District, but will adhere to park hours and closes at dusk.

Qualifying Businesses

Label	Name	Classification
4	Telly's Place	CC
8	Ferlito's Family Dining	CC
10	Pendy's*	CC
13	Someday Brewing	CC

*Pending Class C and Business License approvals

Other Businesses with Liquor Licenses

Label	Name	Classification
14	Woods Wholesale Wine	SDD; SDM
16	Merchant's Fine Wine	SDD; SDM
18	Fairway Packing Retail, LLC	SDM
21	On the Run Mobile Gas Station	SDM

Key:

- C: Club
- CC: Class C Liquor License
- SDD: Specially Designated Distributor
- SDM: Specially Designated Merchant



Basemap Source: Michigan Center for Geographic Information, v. 17a.
 Data Source: Grosse Pointe Woods 2022.
 McKenna 2023.






Exhibit C: Proposed City Hall Social District

City of Grosse Pointe Woods, MI

July 19, 2023

Legend

-  City Hall Social District
-  Park Overlay, closes at dusk*
-  Social District Commons Area

*Ghesquiere Park is part of the proposed Social District, but will adhere to park hours and closes at dusk.

Qualifying Businesses

Label	Name	Classification
1	Little Tony's Lounge	CC
2	Bucci	CC; SDM
3	Champs	CC
5	Mack Avenue Grille	CC
7	Salvatore Scallopini	CC
9	Da Edoardo Restaurant	CC; SDM
11	Crispelli's	CC
12	Garrido's Bistro	CC

Other Businesses with Liquor Licenses

Label	Name	Classification
15	Oxford Beverage	SDD; SDM
17	CVS/Pharmacy #8107	SDD;SDM
20	Kroger Store #454	SDM
22	Cheese to Please	SDM

Key:

- C: Club
- CC: Class C Liquor License
- SDD: Specially Designated Distributor
- SDM: Specially Designated Merchant



Basemap Source: Michigan Center for Geographic Information, v. 17a.
 Data Source: Grosse Pointe Woods 2022.
 McKenna 2023.



SAMPLE RESOLUTION #-#-# - ESTABLISHING SOCIAL DISTRICTS

WHEREAS, Michigan Public Act 124 of 2020 was signed into law on July 1, 2020; and

WHEREAS, the law allows Michigan municipalities to establish Social Districts where two or more contiguous licensed establishments could sell alcoholic beverages in special cups to be taken into the Commons Areas for consumption; and,

WHEREAS, the City of Grosse Pointe Woods establishes two Social Districts along Mack Avenue, one north of Vernier Road, known as the 'Northern Social District' and the other oriented around City Hall to be known as the 'City Hall Social District', will be created and managed by the City; and,

WHEREAS, the City of Grosse Pointe Woods boundaries for the Northern Social District is generally along Mack Avenue north of Vernier Road to Brys Drive and for the City Hall Social District is generally from Broadstone north to Lennon Street along Mack Avenue on the west side, and from Cook Road north to Torrey Road on the east side of Mack Avenue;

WHEREAS, the Commons Areas boundaries incorporate the City Hall and the City-owned parking lot and green spaces around City Hall, which includes Ghesquiere Park, and Chene-Trombly Park to the north of Vernier, as well as sidewalks, crosswalks and permitted outdoor patios in rights-of-way within the boundaries of the district that are not included in the qualified licensees' premises; and,

WHEREAS, the City of Grosse Pointe Woods will abide by all stipulations of Michigan Public Act 124 of 2020 and follow established best practices in the creation and maintenance of the Social District; and,

WHEREAS, the creation of the two Grosse Pointe Social Districts will assist our businesses along the Mack Avenue Corridor in attracting customers for enhanced outdoor dining and entertainment experiences in the heart of the City around the City Hall and along the commercial corridor north of Vernier Road.

NOW, THEREFORE, BE IT RESOLVED, that the Grosse Pointe Woods City Council does hereby approve the creation of two Grosse Pointe Woods Social Districts as depicted in the attached map (Exhibit A, B, and C) for consideration by the Michigan Liquor Control Commission.

Motion for adoption by:

Supported by:

- AYES
- NAYS
- ABSENT

This is to certify that this resolution was duly adopted at the meeting of the City Council on (date) .

Arthur Bryant
Mayor

Paul Antolin
City Clerk

CERTIFICATION

I understand the duly qualified City Clerk for the City of Grosse Pointe Woods, Wayne County, Michigan do hereby certify that the foregoing constitutes a true and complete copy of a motion adopted by the City Council of the City of Grosse Pointe Woods, on (date) , the original of which is in my office, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended, and that the full set of minutes from said meeting will be made available, as required by said Act.

Paul Antolin, City Clerk

Dated: _____

DRAFT MANAGEMENT AND MAINTENANCE PLAN

Overview

In an effort to support local restaurants, bars, microbreweries, and similar food service businesses, the City of Grosse Pointe Woods has established a permitting process for temporary outdoor social districts and Commons Areas. Commons Areas are intended to allow for outdoor dining and alcoholic beverage consumption on City properties that are adjacent to or near associated businesses establishments. This application package is designed to ensure compliance with the Michigan Liquor Control Commission (MLCC) guidelines and Public Act 58 of 1998 as amended by Public Act 124 of 2020.

The Commons Areas are proposed to be administered through the Building Department and permits from both the MLCC and the City are required prior to utilization by qualified establishments. The Commons Areas will be monitored by the City's Police Department.

Intent

Commons Areas are intended to provide extra outdoor space for consumption of alcoholic beverages and gathering of peoples while ensuring sufficient separation between unrelated parties. The areas will accommodate seating options, barriers, boundaries, posted signage on ground mounted signs and accessory materials related to the offered services. Qualified establishments, as defined by PA 124 of 2020 may apply to utilize **certain specifically designated places within** the established Commons Areas.

The Common Areas for the Northern Social District include:

1. The sidewalk in the rights-of-way along Mack Avenue and side streets within the boundaries of the district;
2. Pedestrian crossing across Mack Avenue at Anita Road, Ridgemont to Hampton Road, and Brys Drive.
3. The Chene-Trombly Parks, which will close at dusk;
4. Any private parking areas in the rear yard of commercial buildings along Mack Avenue in which the property owner has opted in to providing as Common Areas by an approved Commons Area Use Application.
5. In accordance with the MLCC guidelines, all Commons Areas must be "contiguous to the premises of at least 2 qualified licensees."

The Common Areas for the City Hall Social District include:

1. The right-of-way along Mack Avenue and side streets within the boundaries of the district;
2. Pedestrian crossing across Mack Avenue at Torrey Road and Cook Road;
3. The city-owned parking lots adjacent to City Hall;
4. Green spaces surrounding City Hall, including the Front Lawn along Mack Plaza Drive and Ghesquiere Park;
5. In accordance with the MLCC guidelines, all Commons Areas must be "contiguous to the premises of at least 2 qualified licensees."

It is also intended that Commons Areas may be shared by multiple businesses, so long as the shared use is defined by the City authorization and joint operation and maintenance guidelines are established. However, public spaces immediately in front of or behind a business establishment will be reserved solely for that business (exp. public sidewalks and parking spaces). All designated spaces will be subject to review by Grosse Pointe Woods Police and Fire Departments for traffic and safety considerations.

Other Options for Outdoor Dining and Alcoholic Beverage Consumption

The establishment of the Commons Areas in accordance with the new MLCC provisions in no way negates the ability of businesses to establish sidewalk cafes for outdoor dining and alcoholic beverage consumption or exempts businesses from having to apply for the City’s Outdoor Café and Dining Application in accordance with the pre-existing MLCC guidelines and City ordinances. The Commons Areas are intended to be supplemental and in addition to these previous provisions.

Signage and Barriers

The City will prepare generic signs as required by the MLCC Rules that identify the general boundaries of the Commons Areas. The individual establishments may be required to provide additional barriers to define the portion of the Commons Area they plan to utilize and provide for the safety of their customers/patrons. Additional barriers or barricades as specified by the City may be required when the area utilized is within a parking lot and/or on a public sidewalk or right-of-way. The City will assist in coordination between the permitted establishments to minimize the necessary investment in additional barriers/barricades.

The marked cups from participating businesses will be marked with an uniform logo, such as the logos to the right.

Application Process

Social District Permits must be requested by the business owner or an authorized representative. Applications and supplemental information must be provided in complete form for review and approval by the Building Official. Required checklist items are the following:

1. Completed City application form as well as an Outdoor Patio Application, if needed;
2. Copy of the Michigan Liquor License Control Commission Permit. *Note: The City will conduct a preliminary review prior to the applicant submitting their MLCC permit in order to determine if the proposed use of the Commons Area is acceptable to the City.*
3. Certificate of Liability Insurance, naming the City of Grosse Pointe Woods additionally insured.
4. Commons Areas layout plan (drawn-to-scale with dimensions noted and all information in legible form, which includes:
 - a. Lot lines, portion(s) of Commons Area intended for use, and proposed barriers/barricades.
 - b. Existing entries/exits, sidewalks, structures, and building footprints.
 - c. Proposed location of tables, chairs, tents, shelters, and other fixtures, allowing for at least 6 feet minimum between unrelated parties. *Note: The City may require the removal or relocation of these furnishings and fixtures at the end of each business day in order to facilitate access to the surrounding properties.*
 - d. Outdoor service and host area(s) (if any).
 - e. Proposed occupancy. *Attached is the section of the International Building Code (IBC) which has been adopted as the standard for the State of Michigan related to occupancy calculations to provide you with a starting point. This does not consider the requirements in item (c) above.*



General Requirements

Commons Areas of the Social District are subject to the following requirements:

1. Boundaries, structures, and materials associated with Commons Areas shall:
 - a. Not impede drivers, pedestrians, or wheelchair users. *Note: The City will consider the extended closure of sections of public parking lots and streets, subject to maintaining adequate access to the surrounding properties.*
 - b. Not block sight visibility of remaining parking lot aisles or intersections.
 - c. Not impede emergency vehicle and personnel access.
 - d. Not prevent access to nearby businesses or homes.
 - e. Be approved by City of Grosse Pointe Woods Police and Fire Departments.
2. Alcohol service shall conform to all Michigan Liquor Control Commission requirements, including any Social District and Commons Areas Permit requirements. Specifically:
 - a. The serving container must prominently display the licensee's trade name or logo or some other mark that is unique to the licensee that sold the alcohol.
 - b. The serving container must prominently display a logo or some other mark that is unique to the commons area.
 - c. The serving container is not made of glass.
 - d. The serving container does not have a liquid capacity over 16 ounces.
3. **Hours of operation shall begin no earlier than 4:00 PM and food and beverage service shall discontinue in the Commons Areas no later than 10:00 PM.** Service shall not extend beyond the range established in the MLCC or City permits.
4. Service shall conform to the permitted days of operation during the months of **May to October**.
5. The layout of boundaries, structures, and materials shall conform to the proposed outdoor Commons Area layout plan during open hours. Tables, chairs, and temporary barriers may be permitted to remain outdoors during closed hours but must be secured. Service items, decorations, cleaning materials and equipment and other easily stored items must be removed from the area at the end of each business day. Solid barriers, if incorporated, may remain for the duration of the permitted timeframe.
6. Sites and surfaces shall be cleaned before service hours and upon close.
7. Tents and other temporary shelter structures shall be approved by Fire and Building Official.
8. Amplified music shall be set at reasonable levels so as not to disturb owners and occupants of neighboring properties.
9. Temporary lighting shall be established to ensure safe conditions during evening hours but shall not result in excessive glare onto adjacent properties.
10. Waste receptacles shall be provided within the Commons Area and shall be emptied regularly during open hours and at close each day.
11. Heaters must be approved by the Fire Department (type and location).
12. Smoking is not permitted within designated Commons Areas.

Review and Approval

The review of Commons Areas will occur in conjunction with the Planning and Building Department, City Manager's Office, and Police Department and Fire Departments. The City reserves the right to request additional details and information to ensure the protection of public health, safety, and welfare.

If requirements and standards are met, the proposed outdoor social zone will be permitted for a period of time specified by the Building Official and must be renewed annually. Reasonable conditions may be applied by the City to ensure the protection of public health, safety, and welfare. Plan amendments may be considered at any time but must comply with all requirements for Commons Areas.

GROSSE POINTE WOODS SOCIAL DISTRICT COMMONS AREAS USE APPLICATION - DRAFT

Date: _____ Permit #: _____

Business Information		
Name of Business		
Business Address		
Mailing Address		
Name of Owner/ Responsible Party:		
Name of Contact Person:		
Phone Number	E-mail	
Requested Date Range for Commons Areas Use. From:		To:
Recurring Dates Requested:		
Description of Commons Area Services/Uses:		
Required Material to Attach		
<input type="checkbox"/> Layout Plan	<input type="checkbox"/> Proof of MLCC Approval	<input type="checkbox"/> Proof of Liability Insurance (Naming City Additionally Insured)
X _____ Date: _____ <i>Signature of Owner/Responsible Party</i>		
<i>I verify all of the information on and attached to this application is accurate to the best of my knowledge; and I commit to adhere to the City of Grosse Pointe Woods Commons Area Management Plan and the MLCC requirements for Social District(s).</i>		
CITY USE ONLY		
Department Approvals: <input type="checkbox"/> Planning <input type="checkbox"/> Building <input type="checkbox"/> Fire <input type="checkbox"/> Police <input type="checkbox"/> DPW		
Permit #	<input type="checkbox"/> All Required Materials Attached <input type="checkbox"/> Approved	Date of Approval
Conditions of Approval		
X _____ Date: _____ <i>Signature of Building Official</i>		
Printed Name:		

Additional Social District FAQs

1. CAN PEOPLE WALK INTO OTHER BUSINESSES IN THE SOCIAL DISTRICT WITH THEIR ALCOHOLIC BEVERAGES?

Depends, if the City chooses to allow this as an option, it is up to the business owner of a non-food serving business. Social district can extend indoors; businesses that do not serve food (ie salons, galleries, retail stores) can “opt-in”. Food licensed businesses that do not have a liquor license cannot. Muskegon, MI is a good example of how businesses can communicate whether they are participating in the social district. They offer stickers for businesses in the social district to let people know whether they can or cannot enter with social district alcoholic beverages.

2. WHAT IS THE ADDITIONAL COST TO THE CITY FOR APPROVING A SOCIAL DISTRICT? WHAT IS THE ADDITIONAL COST TO BUSINESSES THAT WANT TO SERVE ALCOHOLIC DRINKS FOR THE SOCIAL DISTRICT?

The costs to the City will include expenses for creating and printing signage, as well as adding additional trash receptacles, increased maintenance, increased monitoring, etc. However, a fee can be associated to each sale of the alcoholic beverage that would go to the City to cover any costs incurred as part of the Social District. Muskegon, MI, for example, adds \$0.75 charge to each cup/beverage that is sold that goes to the City. The City cannot use this fee as a revenue generating source, but rather to cover the cost of the social district.

Eligible bars/restaurants in the Social District that would like to become licensed vendors of alcoholic beverages will have to submit an application to the Michigan Liquor Control Commission (MLCC). The permit fee is \$250, the inspection fee is \$70.

3. WHERE CAN PEOPLE DRINK THEIR SOCIAL DISTRICT BEVERAGES?

They may drink in the establishment they purchased the drink from the Commons Area of the Social District. They may not exit the Social District with their drink. They may not enter another bar/restaurant with their drink.

If the City allows non-food serving businesses in the Social District to participate, and the retail establishment opts-in, people may then also enter these retail businesses in the Social District.

4. HOW MANY OTHER MUNICIPALITIES IN MICHIGAN HAVE A SOCIAL DISTRICT?

107 other Michigan Municipalities have established a social district, with more applications having been submitted this year. Every Social District setup is a little different based on how each municipality set up the boundaries and their management plan.