MINUTES OF THE GROSSE POINTE CITY COUNCIL MEETING HELD IN THE COUNCIL CHAMBERS,
17145 MAUMEE AVENUE, GROSSE POINTE, MICHIGAN ON MONDAY, JUNE 15, 2015.

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

ROLL CALL
Present: Mayor Scrace, Council Members Boettcher, Stempfle, Turnbull, Walsh and Weipert

In Attendance: City Manager Dame, Attorneys Fildew and Kennedy, City Clerk Arthurs, Public Safety Director Poloni, and Public Service Director Huvaere.

Motion by Council Member Weipert second by Council Member Stempfle to excuse Council Member Donald Parthum from the meeting for personal reasons.

UNANIMOUSLY ADOPTED.

CONSENT AGENDA

Motion by Council Member Weipert second by Council Member Stempfle to approve the Consent Agenda consisting of the following:

1. Minutes from the regular Council Meetings held on May 11, 2015 and May 18, 2015.
2. Invoices
   a) Anderson, Eckstein and Westrick, Inc.
      - Chalfonte Pavement & Water Main, 4.6.15 – 5.3.15, $19,224.11
      - Kercheval Resurfacing, 4.6.15 – 5.3.15, $6,007.21
      - SRF Sewer Project, 4.6.15 – 5.3.15, $7,543.80
   b) F.D.M. Contracting
      - Chalfonte Water Main & Pavement Reconstruction, Estimate #2, $334,090.34
   c) Taser International - Tasers, May 2015, $8,732.30
   d) MDOT - Mack Avenue, May 2015, $12,225.35
   e) Oakland County - Clemis Upgrade, May 2015, $7,985.84
   f) City of Detroit - Sewage Disposal, April 2015, $69,500
3. Authorize the execution of the agreement for assessing services.
4. Authorize the execution of the agreement for court administrator services.

CONSENT AGENDA UNANIMOUSLY ADOPTED.

SITE PLAN REVIEW – SIGNAGE FOR SCOTT SHUPTRINE – 17145 KERCHEVAL AVENUE

City Planner Jackson made the following report:

The applicant is proposing to install a 13 sq. ft. plaque. The proposed sign will not be illuminated and will be located on the rear wall of the building, facing the Lot 3 parking lot. The applicant is requesting an exception to the sign ordinance and the approved master sign plan for this building to allow a tenant identification on the rear of the building in the form of 13 sq. ft. plaque. The sign ordinance does not allow signs other than “on the wall surface adjacent to tenant entries.” The sign ordinance allows plaques up to a maximum of 2 sq. ft. The proposed sign is consistent with the character and design of the building and will direct customers to the shared entrance with St. Johns where there is currently no other signage for Scott Shuptrine. The proposed sign is in keeping with the intent of the sign ordinance and consistent with the Village design guidelines.

Motion by Council Member Weipert second by Council Member Turnbull to approve the amendment to the Master Sign Plan for the building, and approve the sign as submitted for Scott Shuptrine, 17145 Kercheval Avenue, to be located facing the Lot 3 parking lot, pursuant to Section 58-5(d) of the Code of Ordinances. The
site has an unusual circumstance of the rear hall entrance and Scott Shuptrine has demonstrated practical difficulty in identifying their store to Lot 3 parkers.

UNANIMOUSLY ADOPTED.

SITE PLAN REVIEW – MASTER SIGN PLAN AMENDMENT – KERCHEVAL PLACE – 17000 KERCHEVAL

Mayor Scrace recused himself from the agenda item. Council Member Weipert called on City Planner Jackson who made the following report.

An application has been submitted to amend the Master Sign Plan for 17000 Kercheval Avenue, also known as Kercheval Place. Kercheval Place is a two story building that contains first floor retail and second floor office tenants. There is no proposed change of use. The site plan and signage were originally approved in 2006-2007 and the amended site plan was recently approved in March 2015. The applicant is now requesting to amend the approved Master Sign Plan to include various sign installations. The current owner is proposing to amend the master sign plan to allow the following:

1. Second floor wall signage on Kercheval and St. Clair
2. Reuse of multi-tenant projecting signs for single tenant use
3. Addition of two new second floor tenant projecting signs
4. Two free-standing multi-tenant monument signs
5. New awning sign for Pet Supplies Plus
6. 17000 Kercheval wall signs

City Planner Jackson discussed the background of the Kercheval Place building and noted it was one of the first buildings that was required to provide a master sign plan pursuant to the ordinance. The Master Sign Plan that was submitted originally included relatively standard tenant signage plus the newly allowed blade signs for first floor tenants. The owner at that time requested second floor signage for the office tenants and that request was not approved. The history behind the Trader Joe’s signs was reviewed and discussed. It was noted that the previous owner had difficulty leasing out the second floor office space, and the City met with the owner to discuss options. The result was a series of multi-tenant projecting signs located on the second floor of the building to help provide additional visibility for tenants on the second floor.

Second Floor Wall Signage - The second floor wall signage includes new second floor wall signs and two free-standing multi-tenant monument signs. While the master sign plan does allow for flexibility and adjustments to the City’s Sign Ordinance, it is important to consider the ordinance and design guidelines as a point of departure. Based on preliminary review of the proposal, the following are departures from the city’s ordinance:

1. Buildings designed to permit businesses to occupy more than one floor shall reserve (a) two-thirds of their allowable sign area for tenants on the first floor and (b) one-third for tenants on the second floor – no wall signs for second floor businesses.
2. Wall signs shall be located immediately above the store front.
3. Free-standing signs are not permitted in the C-2 district.
4. Free-standing signs advertising private businesses are not permitted in the City right-of-way.

The standard practice for multi-tenant office buildings is to create a building identity that can be used to direct people. In most cases, it reflects the main tenant of the building. The building owners were encouraged to consider this approach to branding the building and looking at the overall master sign plan to reinforce the brand of the building with unified signage.

Additional Second Floor Projecting Signs - In this option the applicant is proposing to reuse the two existing multi-tenant blade signs and add two additional blade signs on Kercheval for single tenant advertising. The existing multi-tenant blade signs are approximately 24 square feet in area and the applicant is proposing to maintain the same size signage with lettering up to 20" in height. This amount of signage exceeds the amount that would be permitted for a ground floor retail tenant. In addition, four signs of this size on Kercheval, along with the existing Trader Joe’s signage would dominate the image of the building and detract from the architecture.
Ground Signs - In an effort to provide additional signage for their second floor tenants, the applicant is proposing to construct two low profile ground signs—one on Notre Dame and the second on St. Clair. Each ground sign is about 16 square feet in area and sit on a brick base that matches the brick on the building. The signs are five feet tall including the 8 inch high base. Ground mounted signs are not permitted in the Village under the current sign ordinance and are typically more appropriate where buildings are set back several feet from the street. In addition, the proposed location of the Notre Dame ground sign would block visibility along the sidewalk for pedestrians. These signs would be located within the public right-of-way which we cannot support.

Pet Supplies Plus awning - The applicant is proposing a new awning to be located on Notre Dame over the new side entrance for Pet Supplies Plus. The sign will match the forest green color of the awning on the front of the store with white lettering. Although the applicant was encouraged to revisit the design standards for their building, including awnings, to reinforce the brand or character of the building, the proposed awning is not inconsistent with other awnings currently on the building.

“17000” Wall Signs - The applicant is also proposing two new wall signs over the enhanced entrances to the building on Kercheval and Notre Dame. The individual letters will be 18” tall, brushed aluminum and externally illuminated with gooseneck fixtures. The applicant was encouraged to consider the possibility of reinforcing the identity of the building at these locations, either 17000 Kercheval Building or Kercheval Place.

The City Planner discussed suggested alternatives with the applicant such as:

1. Use uniform awnings on the first floor (for instance, all dark green or black, signable area the same percentage and centered);
2. One “Kercheval Place” wall sign (with individual, pin-mounted letters) above the new entrance on Notre Dame and Kercheval, halo lit, with an increase of up to 18 inches in lettering height;
3. One or two additional projecting signs (same material composition / hanging bracket style up to 8 square feet) for each second floor tenant that can be installed on the second story on Notre Dame and St. Clair;
4. Multi-tenant projecting signs at the two back corners of the building similar to the multi-tenant signs currently on Kercheval.
5. Building mounted directory signage at the rear of the building for the parking garage – size to be determined.

The City Planner recommended the City Council approve the applicant’s request to amend the master sign plan to allow an additional awning sign for Pet Supplies Plus and to add the proposed “17000” wall signs over the enhanced entrances on Notre Dame and Kercheval. It was also recommended that the City Council deny the applicant’s request for the ground mounted signs and second floor signage based on the inconsistency with the City’s design guidelines, sign ordinance, and the goals and objectives of the master plan. Additionally, the City Planner suggested the City Council table the requested changes to the second floor projecting signs and encourage the applicant to consider the alternatives presented above to reinforce the branding of the building and to unify the overall signage on the building.

Greg Erne, representing the applicant, Kercheval Owners, LLC, gave an overview of the project. He showed a video showcasing a new interior enhancement called “The Collaborative”, a common area that will be constructed to attract tenants and make the second story space practical and jointly useable by tenants. Mr. Erne discussed the challenges to making Kercheval Place a true mixed-use building with strong occupancy with visibility, identification and the ability to attract large tenants. Mr. Erne also discussed the difficulty tenants have providing clients and customers with clear direction on where the building is, where the entrances are and which is the appropriate entrance for their business. He stated that the proposed second floor signage will allow large key tenants the opportunity to have signage on the building and meet zoning requirements. The proposed monument/ground signs near the Notre Dame and St. Clair entrances are in the City right-of-way but will not impede any utilities or sight lines because of placement in existing landscape beds.

Council discussion took place regarding the proposed amendments to the master sign plan. Details pertaining to the existing projecting signs and the proposed projecting signs were discussed. Concern was expressed
regarding the proposed ground signs placement in the public right-of-way and setting a precedent in the district for this type of sign. Further discussion took place regarding the second floor wall signs.

Motion by Council Member Stempfle second by Council Member Walsh to approve the amendment to the Master Sign Plan for Kercheval Place, 17000 Kercheval Avenue, for the 17000 Kercheval above the door signage and the Pet Supplies Plus awning, as submitted.

UNANIMOUSLY ADOPTED.

Motion by Council Member Walsh second by Council Member Turnbull to approve the amendment to the Master Sign Plan for Kercheval Place, 17000 Kercheval Avenue, for two additional projecting signs on Kercheval Avenue with the two new signs and the reuse of the two existing projecting (blade) signs on the Kercheval Avenue frontage contingent upon final approval by the City Planner prior to placement and installation. The site has the unusual circumstance of being a particularly large multi-tenant building with limited entrances. The owner has demonstrated practical difficulty in identifying its tenants without additional blade signs.

ROLL CALL

Ayes: Boettcher, Stempfle, Turnbull, Walsh,
Nays: Weipert
Absent: Parthum

Motion Carries 4 votes Aye to 1 vote Nay.

Council took no action on the owner’s additional requests.

ADOPTION OF FREEDOM OF INFORMATION ACT PROCEDURES, GUIDELINES SUMMARY & FORMS

City Manager Dame made the following report:

In late 2014, the Michigan legislature adopted several amendments to the Freedom of Information Act intended to increase the public’s access to public documents and decrease the cost to the public to obtain public documents. The amendments also expand the public’s appeal rights with respect to documents that are not produced and increase the penalties imposed on local governments that improperly withhold documents. The amendments require local governments to adopt FOIA Procedures and Guidelines in conformance with the amended Act. These Policies and Procedures, and a required Public Summary of the Policies and Procedures, set forth in detail the rights of the public to obtain public documents and the obligations of local governments to provide public documents at minimal cost.

City Attorney Kennedy advised that staff time and costs cannot be fully recovered under the amended Act. Mr. Kennedy further stated that if the policies and procedures are not adopted and implemented in conformance with the amended Act, the City cannot legally charge anything for the preparation of responses to requests. Council discussion took place regarding the amended Act and proposed guidelines.

Motion by Council Member Turnbull second by Council Member Weipert to adopted the Freedom of Information Act Procedures and Guidelines for the City of Grosse Pointe, along with the proposed Summary and Forms.

UNANIMOUSLY ADOPTED.

BID AWARD – CITY HALL BUILDING IMPROVEMENTS

Public Service Director Huvaere made the following report:

After consensus of the Council was received to move forward with developing bid documents for the City Hall roof, insulation, painting and vestibule improvement in one project, the City Engineer solicited and received bids for this improvement project on June 9.
Upon staff review of the bids, it is recommended that alternate 2, removing the hot edge treatment, and alternate 3, addition of slate line shingles should be accepted. The $34,000 cost of the hot edge treatment is considered too costly, and the slate line shingles are the type currently installed and will preserve the current appearance. The other alternates are not recommended.

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<tr>
<th>BID RESULTS</th>
<th>BASE BID</th>
<th>PRICE W/ RECOMM. ALTERNATES</th>
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<tr>
<td>ML Schoenherr</td>
<td>$238,700</td>
<td>$207,500</td>
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<tr>
<td>Wing Construction</td>
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<td>$271,305</td>
</tr>
<tr>
<td>Makos Building Co.</td>
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ML Schoenherr Construction Inc. is the low bidder, with a base bid of $238,700 and low bidder with accepted alternates of $207,500. ML Schoenherr Construction Inc. has performed this type of work in the past and estimates beginning the project in August 2015. Council discussion took place regarding the project, the alternates and materials to be utilized for the City Hall vestibule.

Motion by Council Member Weipert second by Council Member Stempfle to award the bid for the City Hall Roof and Building Improvement Project, accepting alternates 2 and 3, to M.L. Schoenherr Construction Inc. in the amount of $207,500.

ROLL CALL
Ayes: Stempfle, Turnbull, Walsh, Weipert, Scrace
Nays: Boettcher
Absent: Parthum

Motion Carries 5 votes Aye to 1 vote Nay.

EXTENSION OF RECYCLING CONTRACT

City Manager Dame made the following report:

The recycling contract for curbside recycling for the collective cities of Grosse Pointe, Grosse Pointe Farms, Grosse Pointe Park, Grosse Pointe Shores, and Harper Woods with Rizzo Services expires at the beginning of August. The cost of the previous three year recycling contract did not have an increase in any of the last three years. The proposed extension would increase the rate from fifty-five cents per week per residential stop by two cents in each of the next three years. That is an increase of 3.6% the first year of the contract (and slightly less than that in each of the subsequent years). Under this contract extension negotiated on behalf of the collective cities by Grosse Pointe Farms, the cities would have an option to terminate the contract at the end of the first and second years. Rizzo provides a solid service at a very good price.

Motion by Council Member Weipert second by Council Member Walsh to approve the contract extension for three years with Rizzo Services for curbside recycling.

UNANIMOUSLY ADOPTED.

BEAUMONT MEDICAL OFFICE BUILDING – BUILDING PERMIT AND INSPECTION SERVICES

City Manager Dame made the following report:

The City expects to receive building permit plans for the medical office building located within the Beaumont Hospital District soon. It is a 60,000 sq. ft. medical office building which received site plan and special use approval from City Council earlier this year. The City does not have a building permit staff with the experience, availability and background to review the plans and conduct inspections for such a large project. This is the largest building built in Grosse Pointe in decades and it is important to conduct a thorough and professional review of the proposed construction plans from a building code perspective and for ongoing inspections of the actual construction. McKenna Associates has provided the site plan review services for this building and does have a certified building and zoning code reviewer and inspectors for all trades on staff. It is recommended that the City utilize the services of McKenna Associates to handle the building code review and inspections for this project.
Motion by Council Member Walsh second by Council Member Weipert to approve the agreement with McKenna Associates for building code and inspection services for the Beaumont Medical Office Building on Cadieux Road.

UNANIMOUSLY ADOPTED.

PRESENTATION OF FISHER ROAD STREETSCAPE PLAN

City Planner Jackson submitted the conceptual streetscape plan for Fisher Road. The streetscape plan was developed based on feedback received during public workshops with property owners and tenants in the district. During these meetings, owners and tenants identified the type and style of streetscape elements that they would like to see and their willingness to participate in an overall streetscape for the district. A preliminary concept was drafted, refined and applied to the entire length of the district. Diagrams showing the preliminary design plan and cost breakdown were presented to the Council. The next steps required to pursue a streetscape concept for Fisher Road were discussed.

RECEIVE AND FILE.

STAFF REPORTS

Public Service Director Huvaere reported on the ongoing road projects, especially the resurfacing of Kercheval Avenue. He also updated Council on the start of various sewer projects in the City.

COUNCIL COMMENT

The City Council commented on the following topics:

- Grosse Pointe Foundation Meet and Greet event is scheduled for June 30, 2015 at Neff Park from 6:00 – 8:00 p.m.

On Motion, the meeting was adjourned at 8:44 p.m.

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Julie E. Arthurs, City Clerk  
City of Grosse Pointe