

**APPROVED MINUTES OF THE  
CITY OF ST. CLAIR SHORES  
SIGN ARBITRATION**

**Thursday, February 23, 2023**

Meeting of the Sign Arbitration Board, held in the Jefferson Conference Room, located at 27600 Jefferson Ave., St. Clair Shores, Michigan.

**PRESENT:**

Chairman Ketelhut  
City Manager Dustin Lent  
Councilman Frederick  
City Clerk Abrial Barrett  
Veronica Black, Recording Secretary

**ALSO PRESENT:**

Assistant City Manager Michael Greene  
Shana Kot, Community Development  
Sarah Mheisen, Bazo Construction, on behalf of Citgo Gas Station

**ABSENT:**

City Planner Liz Koto, excused  
Community Development Director Denise Pike, excused

**1. CALL TO ORDER**

Dustin Lent called the meeting to order at 9:02 a.m. All Board members present.

- A. Request from Bazo Construction on behalf of Citgo Gas Station located at 31130 Harper, gasoline canopy sign (east elevation) denied. Sign does not abut a road right-of-way; area of sign exceeds the maximum permitted.**

Sarah Mheisen, Bazo Construction, on behalf of Citgo Gas Station, present. This is the gas station located at 13 Mile Rd. and Harper Ave.

City Manager Lent explained all four requests, detailing that the two requests on the east and south elevations do not abut a public road right-of-way and all signs exceed the allowable square footage for a sign.

**Motion by Lent seconded by Ketelhut to approve the requests from Bazo Construction on behalf of Citgo Gas Station located at 31130 Harper, proposed size of all requested gasoline canopy signs (east, west, north, and south elevations) approved.**

*There shall be no other changes allowed to the existing signs, unless a formal request is submitted to the Community Development Department. Failure to comply with Sign Arbitration ruling shall result in the revocation of this variance.*

**Ayes: 3 – All  
Motion: Carried.**

Lent addressed the proposed signs on the east and south elevations not abutting a road. These have been approved in the past for other gas stations.

**Motion by Lent seconded by Ketelhut to approve the request from Bazo Construction on behalf of Citgo Gas Station located at 31130 Harper, gasoline canopy sign (south elevation) approved, sign does not abut a road right-of-way.**

*There shall be no other changes allowed to the existing signs, unless a formal request is submitted to the Community Development Department. Failure to comply with Sign Arbitration ruling shall result in the revocation of this variance.*

**Ayes: 3 – All  
Motion: Carried.**

A discussion, led by Ketelhut, occurred as to what makes the coloring of the signs exceed the allowable square footage. Frederick advised this ordinance is under review, most gas stations use color on their canopies, which we consider signs.

The proposed gasoline canopy sign located on the east elevation will abut a residential home. Petitioner Mheisen confirmed that the requested sign will not be illuminated.

**Motion by Lent seconded by Ketelhut to approve the request from Bazo Construction on behalf of Citgo Gas Station located at 31130 Harper, gasoline canopy sign (east elevation) approved, sign does not abut a road right-of-way. Approved with the stipulation that the sign will not be illuminated.**

*There shall be no other changes allowed to the existing signs, unless a formal request is submitted to the Community Development Department. Failure to comply with Sign Arbitration ruling shall result in the revocation of this variance.*

**Ayes: 3 – All**

**Motion: Carried.**

**B. Request from Bazo Construction on behalf of Citgo Gas Station located at 31130 Harper, gasoline canopy sign (west elevation) denied. Area of sign exceeds the maximum permitted.**

*See discussion and motions made in Item A above.*

**C. Request from Bazo Construction on behalf of Citgo Gas Station located at 31130 Harper, gasoline canopy sign (north elevation) denied. Area of sign exceeds the maximum permitted.**

*See discussion and motions made in Item A above.*

**D. Request from Bazo Construction on behalf of Citgo Gas Station located at 31130 Harper, gasoline canopy sign (south elevation) denied. Sign does not abut a road right-of-way; area of sign exceeds the maximum permitted.**

*See discussion and motions made in Item A above.*

**2. Approval of Minutes for the meeting of January 26, 2023 (emailed)**

**Motion by Lent seconded by Barrett to approve the minutes of January 26, 2023 as submitted.**

**Ayes: All – 3**

**Motion carried.**

**3. Audience Participation**

Barrett will not be in attendance at the March 23, 2023 for a quorum.

**4. Adjournment**

**Motion by Barrett seconded by Ketelhut, to adjourn the meeting at 9:10 a.m.**

**Ayes: All – 3**

**Motion carried.**

THE PRECEDING MINUTES ARE A SYNOPSIS OF THE SIGN ARBITRATION MEETING AND DO NOT REPRESENT A VERBATIM RECORD.