



City of Plymouth

Planning Commission Meeting Agenda

Wednesday, June 12, 2019 – 7:00p.m.
Plymouth City Hall Commission Chambers

City of Plymouth
201 S. Main
Plymouth, Michigan 48170-1637

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

- 1) **CALL TO ORDER**
 - a) Pledge of Allegiance
 - b) Roll Call
- 2) **CITIZENS COMMENTS**
- 3) **APPROVAL OF THE MINUTES**
 - a) Approval of the May 8, 2019 Regular Meeting Minutes
- 4) **APPROVAL OF THE AGENDA**
- 5) **COMMISSION COMMENTS**
- 6) **OLD BUSINESS**
 - a) **SP18-03:** 471 W. Ann Arbor Trail, Zoned B-1, Local Business, Revised Site Plan Review
 - b) Sign Ordinance Review: Section 78-226. Permanent Signs. (Continued)
 - h.) Marquee Sign, i.) Menu Board or Order Board Sign, j.) Portable A-Frame Sign,
 - k.) Projecting Sign, l.) Wall Sign, m.) Window Sign, Interior.
- 7) **NEW BUSINESS**
- 8) **REPORTS AND CORRESPONDENCE**
- 9) **ADJOURNMENT**

Citizen Comments - This section of the agenda allows up to 3 minutes to present information or raise issues regarding items not on the agenda. Upon arising to address the Commission, speakers should first identify themselves by clearly stating their name and address. Comments must be limited to the subject of the item.

Persons with disabilities needing assistance with this should contact the City Clerk's office at 734-453-1234 Monday through Friday from 8:00 a.m. -4:30 p.m., at least 24 hours prior to the meeting. An attempt will be made to make reasonable accommodations.

City of Plymouth Strategic Plan 2017-2022

GOAL I - QUALITY OF LIFE

OBJECTIVES

1. Support the neighborhoods with high-quality customer service
2. Engage in collaboration with private entities and surrounding municipalities to implement the [Joint Recreation Master Plan](#)
3. Improve communication with the public across multiple platforms
4. Maintain a high level of cleanliness throughout the City
5. Support and host a diverse variety of events that foster community and placemaking

ONE YEAR TASKS 2019-2020

- Restore operations for recreation programs after Hines Park bridge repairs are completed
- Explore funding and partnership opportunities to increase and enhance pedestrian crossings
- Finalize [City website](#) update
- Develop and adopt a Master Plan for Kellogg Park, including the fountain
- Develop and implement strategy to market sponsorship opportunities to improve publicly owned assets
- Draft and approve amendments to [Tree Ordinance](#) to clarify implementation, enforcement, and scope

GOAL II - FINANCIAL STABILITY

OBJECTIVES

1. Approve balanced budgets that maintain fiscal responsibility
2. Advocate for increased revenue sharing with the State of Michigan
3. Encourage and engage in partnerships, both public and private, to share costs of services and equipment
4. Address the issue of legacy costs
5. Seek out and implement efficient and effective inter-departmental collaboration
6. Market our successes to attract new economic and investment opportunities

ONE YEAR TASKS 2019-2020

- Continue to support [Michigan Municipal League \(MML\)](#) efforts to [coordinate state initiatives](#) related to revenue sharing with municipalities
- Increase awareness of and support the [MML Save MI City campaign](#)
- Target revenue enhancements that support large capital projects, including grants and millages
- Explore internal and external potential for supplemental funding of legacy costs
- Develop a plan for capital improvement funding projects and purchases
- Explore enhanced investment opportunities

GOAL III - ECONOMIC VITALITY

OBJECTIVES

1. Continue to support and improve active, vibrant downtown branding
2. Support community and economic development projects and initiatives
3. Support a mix of industrial, commercial and residential development
4. Reference the [Master Plan](#) in economic decision-making

ONE YEAR TASKS 2019-2020

- Complete and approve the [DDA Master Plan](#)
- Address and implement recommendations in the [Redevelopment Ready Communities baseline report](#)
- Develop and approve city-wide economic development strategies (Saxton's property, parking system, connections between Old Village and the DDA, Bathey property remediation and development, 240 N. Main, Lumber Mart site)
- Identify other properties of significance to the economic development strategy
- Complete a community survey
- Increase collaborations with partners in the community
- Administer the City's [Master Plan](#) using implementation matrix ([Appendix Table 5](#))

GOAL IV - SERVICE AND INFRASTRUCTURE

OBJECTIVES

1. Support administration and staff by providing professional development opportunities, supplying resources, and maintaining a commitment to recruitment, retention and succession planning
2. Support and deliver safe and responsive emergency services
3. Maintain a sophisticated and responsive technology to communicate and manage data
4. Continually record, maintain, update, and improve City infrastructure

ONE YEAR TASKS 2019-2020

- Begin implementation of parking recommendations for City parking system
- Develop and utilize consistent message and branding across all platforms
- Develop and approve of plan for future delivery of emergency services
- Implement infrastructure asset management plan
- Approve agreement on sanitary sewer with [Western Township Utilities Authority \(WTUA\)](#)

2019 Planning Commission Goals
Adopted May 8, 2019

1. Develop a Master Plan Overview Presentation and present to all City Boards and Commissions to gain alignment and commitment towards utilization during and prior to their respective decision making. This goal will be led by Comm. Saraswat and assisted by Comm. Hawthorne, Comm. Kehoe, and Chair Sisolak.
2. To create the new zoning districts that are necessary in order to bring the zoning map in-line with the Master Plan and to update the permitted uses matrix. This goal will be led by Comm. Kehoe and assisted by Comm. Joy and Comm. Offerman.
3. Collaborate with the City Commission and other City boards to create a comprehensive non-motorized plan and implement tactical steps as opportunities are identified. This goal will be led by Comm. Myslinski.
4. Research the use of form-based codes and overlay districts in the appropriate areas identifying appropriate incremental changes for a pilot implementation of form-based coding principles. This goal will be led by Comm. Silvers along with Comm. Adams and Chair Sisolak.



City of Plymouth

Planning Commission Meeting Minutes

Wednesday, May 8, 2019 – 7:00 P.M.
City Hall Commission Chambers

City of Plymouth
201 S. Main
Plymouth, Michigan 48170

www.plymouthmi.gov
Phone 734-453-1234
Fax 734-455-1892

1. ROLL CALL

Chair Sisolak called the meeting to order at 7:01 P.M.
The Board said the Pledge of Allegiance.

PRESENT: Joseph Hawthorne, Tim Joy, Jennifer Kehoe, Chuck Myslinski, Adam Offerman, Hollie Saraswat (arrived @ 7:23 pm), Scott Silvers (arrived at 7:06 pm), and Karen Sisolak.

ABSENT: Shannon Adams

Also present was John Buzuvis, Community Development Director, Sally Elmiger, Planning Consultant, and Nick Moroz, City Commission Liaison.

2. CITIZEN COMMENTS

No comments from the audience.

3. APPROVAL OF MINUTES

a) Comm. Joy, supported by Comm. Myslinski, made a motion to approve the regular meeting minutes from April 10, 2019.

MOTION CARRIED UNANIMOUSLY

4. APPROVAL OF AGENDA

Comm. Kehoe, supported by Comm. Offerman, made a motion to approve the agenda, as presented.

MOTION CARRIED UNANIMOUSLY

5. COMMISSIONER COMMENTS

Chair Sisolak stated she along with Comm. Silvers and Community Development Office Manager, Marleta Barr attended the Redevelopment Ready Communities Best Practices 4, 5 & 6 training, completing the training course.

6. OLD BUSINESS

a) **SP18-03:** 471 W. Ann Arbor Trail, Zoned B-1, Local Business (Revised Site Plan Review)

Larry Gadd, attorney representing the applicants, requested this review be tabled to the next scheduled meeting, to allow time to address the Planner's comments.

b) **SP19-01**- 305 Fleet Street (306 S. Main), Zoned B-2, Special Land Use & Site Plan Review

Jamie Claypool, architect, explained they need to provide more statistical information that would provide a business plan along with the underlap usage of parking. She felt they would have a minimal impact and the lower amount of assessment would be appropriate.

Ms. Elmiger, Planning Consultant, presented her review. She explained the applicant has provided information on how the other uses within the building are used during the hours when the new "speak easy" would be open. Ms. Elmiger explained the required number of parking spaces, taking into consideration the existing parking credits and the hours and operations and other uses in the building she agreed that 3.5 parking spaces was a reasonable number of additional parking spaces to provide.

There were no public comments from the audience

Board Discussion

Comm. Myslinski asked Ms. Elmiger to clarify the payment of the three spaces and Ms. Elmiger responded that the applicant is offering to contribute to the parking-in-lieu of fund to pay for the three spaces.

Chair Sisolak asked if there were any parking credits paid for prior to Greek Islands opening and Mr. Buzuvis responded that there were 13.5 parking credits previously paid for that go with the building.

Comm. Kehoe asked what happens if the hours intensify and Ms. Elmiger responded that if it changes that would be an intensification of use and they would need to come back to the Planning Commission for review.

Mr. Buzuvis explained, per the local liquor license ordinance requirements, any change in hours, or change in operation, requires an update of your plan of operation.

Chair Sisolak spoke about the expected clientele of the proposed speak easy and the data presented.

A motion was made by Comm. Myslinski, supported by Comm. Kehoe, to approve SP19-01, 305 Fleet, Special Land Use and Site Plan Review, conditioned upon the owner obtaining approval from the Historic District, and the applicant utilizing the payment-in-lieu-of-parking allowance in the ordinance, as approved by the City Commission, for an additional 3.5 parking spaces and any increase in the intensity of any of the operations in the building will require an amended site plan approval from the Planning Commission.

YES HAWTHORNE, JOY, KEHOE, MYSLINSKI, OFFERMAN, AND SILVERS

NO SISOLAK

MOTION PASSES WITH ABSTENTION BY COMM. SARASWAT.

Downtown Parking Discussion

There was discussion on the downtown lack of parking and the question where does the parking credit/payment-in-lieu-of money go to, was asked?

John Buzuvis answered it goes into a "parking-fund" to be utilized for strictly parking related matters such as parking expansion, changes to the parking system and/or the purchase of property to increase parking supply. Mr. Buzuvis further explained that DDA operating revenues go towards operations including the upkeep of the parking areas and the parking deck. The only development to take advantage of the payment-in-lieu-of parking allowances was the Keller Williams building located at 789 W. Ann Arbor Trail, in the amount of \$160,000.00. Those funds being used for a portion of the purchase of the Saxton property currently being used for surface parking.

c) Adoption of 2019 Planning Commission Goals

The board decided at last month's meeting to return and complete the revision of goal number two.

The Board completed the draft goals for 2019, changing number 2 to the following:

1. Develop a Master Plan Overview Presentation and present to all City Boards and Commissions to gain alignment and commitment towards utilization during and prior to their respective decision making. This goal will be led by Comm. Saraswat and assisted by Comm. Hawthorne, Comm. Kehoe, and Chair Sisolak.
2. ***To create the new zoning districts that are necessary in order to bring the zoning map in-line with the Master Plan and to update the permitted uses matrix. This goal will be led by Comm. Kehoe and assisted by Comm. Joy and Comm. Offerman.***
3. Collaborate with the City Commission and other City boards to create a comprehensive non-motorized plan and implement tactical steps as opportunities are identified. This goal will be led by Comm. Myslinski.
4. Research the use of form-based codes and overlay districts in the appropriate areas identifying appropriate incremental changes for a pilot implementation of form-based coding principles. This goal will be led by Comm. Silvers along with Comm. Adams and Chair Sisolak.

Comm. Kehoe spoke about the new seven zoning districts that will be created. The language has been created by Community Development Asst. Director, Greta Bolhuis and will be available at an upcoming meeting, beginning with open spaces. Comm. Kehoe listed the potential new districts: Parks & Open spaces, Mixed-Use 1 & 2, and Low, and Medium density Single-family it will also be proposed to amend the zoning map to remove Heavy Industrial (I-2) and Office 2 (O-2) zoning

A motion was made by Comm. Silvers, supported by Comm. Myslinski, to approve the goals for 2019, with the amendments stated by Comm. Kehoe on item number 2.

d) Sign Ordinance Review: Sec. 78-220-226 and 78-21 Signs and Sign Definitions

Ms. Elmiger explained she has made the revisions as requested at the April meeting. The Permanent Signs section was reviewed and revised as presented. This draft includes awning signs, changeable copy signs, channel letter signs, directional signs, freestanding signs, and hanging signs. Ms. Elmiger clarified where these signs are allowed what is allowed in that type of district.

Board Discussion

The Board discussed festoon signage. Ms. Elmiger explained Time Auto's festoon signage is "grandfathered" and has been for decades now. Festoon signage is allowed within the Ann Arbor Corridor. The Ann Arbor Corridor sign Ordinance will not be modified as it was jointly adopted along with Plymouth Township. Comm. Silvers requested incandescent light bulbs be removed from this section and reword: Signs not permitted, (f) to read: *String Lighting used to attract attention to a commercial building other than temporary holiday decorations.*

Comm. Silvers requested adding the following words to the definition section, pg.2, under Sign, Neon: adding *faux or simulated neon.*

The board discussed freestanding signage.

Citizen Comments

Joe Elliott, 404 Irvin, asked about Pg. 12, free standing signs permitted and Ms. Elmiger responded for dwellings and home occupations you cannot have a freestanding sign, but for subdivisions, site condos, etc. you can have a freestanding sign and that is what the sizes apply to. The language in the first table will be revised to make it clearer with a visual reference.

The June meeting signage portion will consist of: Section 78-226. Permanent Signs. (Continued)

h. Marquee Sign. i. Menu Board or Order Board Sign. j. Portable A-Frame Sign. k. Projecting Sign. l. Wall Sign. m. Window Sign, Interior.

~~1. Section 78-220. Intent.~~

PC Meeting #1

~~2. Section 78-221. Reserved.~~

~~3. Section 78-222. Signs Permitted.~~

PC Meeting #2

~~4. Section 78-223. Signs Not Permitted.~~

~~5. Section 78-224. Reserved.~~

PC Meeting #3

~~6. Section 78-225. General Conditions.~~

~~a. Location.~~

~~b. Illumination.~~

~~c. Measurement. i. Sign Area. ii. Sign Height. iii. Sign Setback.~~

~~d. Addresses.~~

~~7. Section 78-226. Permanent Signs.~~

PC Meeting #4, May 8th

~~a. Construction Standards.~~

~~b. Awning Sign.~~

~~c. Changeable Copy Sign.~~

~~d. Channel Letter Sign.~~

~~e. Directional Sign.~~

~~f. Freestanding Sign.~~

~~g. Hanging Sign.~~

7. Section 78-226. Permanent Signs. (Continued) PC Meeting #5, June 12th

h. Marquee Sign.

i. Menu Board or Order Board Sign.

j. Portable A-Frame Sign.

k. Projecting Sign.

l. Wall Sign.

m. Window Sign, Interior.

8. Section 78-227. Temporary Signs.

PC Meeting #6, July 10th

9. Section 78-228. Sign Permits.

PC Meeting #7

10. Section 78-229. Removal of Signs.

11. Section 78-230. Non-Conforming Existing Signs.

12. Section 78-231. Variances.

13. Section 78-232 – 78-239. Reserved.

7. NEW BUSINESS

None.

8. REPORTS AND CORRESPONDENC

Chair Sisolak explained Comm. Saraswat has completed the first draft of the Master Plan Implementation presentation to be presented to the City Commission.

Comm. Silvers along with Comm. Shannon & Chair Sisolak will be working on a plan for the potential implementation of Form Based Codes.

9. ADJOURNMENT

Hearing no further business, a motion was made by Comm. Myslinski, supported by Comm. Joy to adjourn the meeting at 8:09 PM.

MOTION APPROVED UNANIMOUSLY

DRAFT



Carlisle | Wortman
ASSOCIATES, INC.

117 NORTH FIRST STREET SUITE 70 ANN ARBOR, MI 48104 734.662.2200 734.662.1935 FAX

MEMORANDUM

TO: City of Plymouth Planning Commission
FROM: Sally M. Elmiger, AICP, LEED AP
DATE: May 31, 2019
RE: Sign Regulations – Revisions and Next Section (Permanent Signs II)

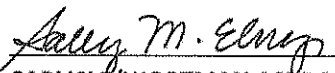
The attached draft includes the following changes to the Sign Regulations that were discussed at the May Planning Commission meeting:

1. The Sign, festoon definition was modified to eliminate the phrase “incandescent light bulbs...”
2. The Sign, neon definition was modified to add the phrase “...including faux or simulated neon.”
3. Under Section 78-223 Signs Not Permitted, we modified the description of string lighting to read: “String lighting used to attract attention to a commercial use or building...”
4. Under Section 78-226 Permanent Signs, we re-formatted the table for the allowable number of freestanding signs so that the regulations pertaining to each zoning district is clearer.

This draft includes the next section of the Sign Ordinance, which covers the second half of the permitted “Permanent” signs, including:

- Marquee Signs
- Menu Board or Order Board Signs
- Portable A-Frame Signs
- Projecting Signs
- Wall Signs
- Window Signs, Interior

I look forward to discussing this with you at the upcoming Planning Commission meeting.



CARLISLE/WORTMAN ASSOC., INC.

Sally M. Elmiger, AICP, LEED AP

Principal

Sign Ordinance Rewrite

City of Plymouth

Section 78-21. Definitions

[Add the following text from ARTICLE XIX SIGNS to this section.]

Sign means the use of a device to display any word, numeral, figure, device, letter, symbol, insignia, illustration, design, trademark, or combination of these, applied on or otherwise affixed to a building, wall, board, plate or any other structure by which information is made known to the general public and is visible from off the site or lot. The following are not considered to meet this definition of a sign:

1. Flags and insignia of any government;
2. Legal notices, identification information, or directional signs erected or permitted by governmental bodies or agencies.
3. Decorative holiday displays.
4. Building or unit addresses.
5. Religious symbols or paintings which do not display lettering and do not advertise a business, product or service.

For purposes of this ordinance, sign shall also include the following terms:

Sign, A-frame means a portable sign that is in the shape of the letter "A." Also see definition of "Portable Sign."

Sign, abandoned means a sign which, for ninety (90) consecutive days, fails to direct a person to or advertises a bona fide business, tenant, owner, product or activity conducted, or product available on the premises where such sign is displayed.

Sign, accessory means a sign which pertains to the principal use of the premises.

Sign area per business site means the allowable signage allocated to a building with one or more tenants who each have a separate means of ingress and egress. Multi-tenant buildings with a shared means of ingress and egress shall be considered one business site.

Sign, awning means a sign which is applied to or attached flat against the surface of an awning or canopy.

Sign, banner means a sign of lightweight fabric or similar material, but not including paper or cardboard, which can be easily folded or rolled.

Sign, bench means an advertising sign placed upon a bench or other seating structure.

Sign, changeable copy (Electronic) means a sign or portion thereof that displays changeable, electronic alphanumeric characters, graphics, or symbols using light emitting diodes (LEDs), fiber optics, light bulbs or other illumination devices within the display area, and are generally

manipulated by computer programmable, microprocessor controlled devices. Electronic changeable copy signs include projected images or messages with these characteristics onto buildings or objects. A sign on which the only copy that changes is an electronic indication of time or temperature shall be considered a "time and temperature" portion of a sign and not an electronic changeable copy sign for purposes of this ordinance.

Sign, changeable copy (Manual) means a sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged by hand without altering the structural integrity of the sign.

Sign, channel letter means individual channel letters that are mounted on a building so that the face of the letters are parallel to the building wall.

Sign, directional means a sign which indicates the route or location of facilities, services, or activities which are of public interest, and signs denoting the direction of vehicular traffic.

Sign, festoon means banners, pennants, or other such temporary features which are hung or strung overhead and which are not an integral, physical part of the building or structure they are intended to serve.

Sign, flashing, animated or moving means a sign that has intermittently reflecting lights, or signs which have movement of any illumination such as intermittent, flashing, scintillating, or varying intensity, or a sign that has any visible portions in motion, either constantly or at intervals, whether caused by artificial or natural sources. This would include, but not be limited to, electronic or digital displays.

Sign, freestanding means a sign which is attached to or part of a completely self-supporting structure. The supporting structure shall be placed on or below the ground surface and not attached to any building or any other structure. Temporary freestanding signs are not included in this definition.

Sign, hanging means a sign for pedestrian traffic that is not supported by any means from the ground or sidewalk and which is fastened to or suspended from a structure.

Sign, identification nameplate means a sign stating the name and/or address of a person or firm.

Sign, inflatable means a sign, figure or object that is either expanded to its full dimensions or supported by gases or liquids contained within the sign, figure or object, or part, at a pressure greater than atmospheric pressure.

Sign, marquee means a display sign attached to or hung from a roof like structure projecting over an entrance and supported by a building, but not including awning signs.

Sign, menu board or order board means a sign which serves patrons using a drive-thru facility.

Sign, neon means a sign consisting of glass tubing, filled with neon or another gas, which glows when electric current is sent through it, including faux or simulated neon.

Sign, nonconforming means any sign which was lawfully erected and maintained prior to the effective date of this ordinance and any amendments thereto, and which fails to conform to all applicable regulations and restrictions of this chapter. Signs for which the zoning board of appeals has granted a variance are exempt and shall not be defined as nonconforming.

Sign, non-accessory means a sign which is not pertaining to the principal use of the premises.

Sign, off-premise means a sign which is unrelated to the use conducted on the zoning lot where the sign is located.

Sign, permanent means any sign that is constructed or intended for long term use and is permanently affixed to its location

Sign, pole means a sign mounted on a freestanding pole(s) or other support(s) with a clear space of eight (8) feet or more between the bottom of the sign face and the grade below.

Sign, portable means a freestanding sign not permanently anchored or secured to either a building or the ground, such as, but not limited to trailers, "A" frame, "T" shaped sign, and wire frame structures.

Sign, projecting means a sign that is attached to and which projects from the building wall.

Sign, roof means a sign which is erected, constructed, and maintained wholly upon or over the roof of any building, with its principal support on the roof structure. For purposes of this section, any architectural element which is used on the wall of a structure to give the appearance of a roof line similar to a mansard, gambrel or other roof type, shall be considered a roof. A vertical plane or fascia which is attached to and located below the angled plant of a slope roof and which is less than six (6) inches in height shall be considered part of a roof.

Sign, temporary means any sign, regardless of size and materials that is not permanently fastened to the ground or any structure.

Sign, vehicle business means a sign applied or attached to a vehicle which is parked or placed upon premises primarily for purposes of advertising the business or product for sale on the premises. Commercially licensed vehicles which are generally used daily off-site are not included in this definition.

Sign, wall means a sign which is applied or attached directly to the building wall. Hanging and projecting signs are considered wall signs. Included in the definition of wall signs are signs mounted above the eave line, but not extending above the roof peak and signs mounted flat against the building fascia, provided the sign does not protrude beyond any boundary of the fascia.

Sign, window means a temporary or permanent sign applied or otherwise attached to the interior window surface, or any sign hung so that its primary purpose is to be observed from outside the building.

[Modify ARTICLE XIX SIGNS as follows. NOTE THAT THIS SECTION HAS BEEN COMPLETELY RE-WRITTEN; HOWEVER, MOST OF THE NUMBER AND DIMENSIONAL REQUIREMENTS REMAIN THE SAME]

Sec. 78-220. - Intent.

The intent of this article is to regulate the location, size, materials, construction, manner of display, maintenance, and removal of signs, except those expressly exempted from regulation by this ordinance. This ordinance has the following objectives:

- (a) Minimize any potential harmful effects on the public health, safety and welfare by ensuring that signs are structurally sound and adequately maintained, minimizing the potential for unsafe traffic conditions due to signage that unreasonably distracts drivers or emulates official traffic signs, keeping signage out of pedestrian and vehicle travelways, and minimizing glare or vision impairment from sign lighting.
- (b) Protect the constitutionally guaranteed right of free speech.
- (c) Recognize the legitimate needs of business, industry and other activities, through appropriate guidelines, in attaining their identification and informational objectives and promote economic development in the city.
- (d) Preserve the aesthetic quality of roadways and zoning districts by:
 - (1) Preventing visual clutter and blight.
 - (2) Protecting views.
 - (3) Preventing proliferation of signs.
 - (4) Avoiding glare, light trespass, and skyglow through the appropriate selection of light fixtures, light location and direction.
- (e) Preserve the character of unique districts by establishing time, place, and manner regulations that reflect the unique qualities of the area, including, but not limited to, historical, aesthetic, natural, and cultural characteristics.

Sec. 78-222. - Signs permitted.

The following signs are permitted, subject to compliance with the requirements in this article:

- (a) Awning sign;
- (b) Manual changeable copy sign;
- (c) Directional sign;
- (d) Freestanding sign;
- (e) Hanging sign;
- (f) Marquee sign;
- (g) Menu board or order board sign;
- (h) Portable A-Frame sign;
- (i) Projecting sign
- (j) Temporary sign;
- (k) Wall sign;
- (l) Window sign, permanent.

Sec. 78-223. - Signs not permitted.

Any type of sign not expressly permitted in section 78-222 is not allowed in any district. Examples of signs that are not permitted include, but are not limited to, the following.

- (a) Abandoned sign;
- (b) Festoons, banners, pennants, spinners and streamers and other types of temporary features which are hung or strung overhead and which are not an integral, physical part of the building or structure, except as provided in the Ann Arbor Road Corridor (ARC) District, Sec. 78-169;
- (c) Flashing, animated or moving signs which incorporate in any manner any flashing or intermittent lights, or have any visible revolving mechanical movement of any description or other apparent visible movement achieved by any means, except those actions associated with the display of the current time or temperature;

- (d) Electronic or digital changeable copy signs, except to display the current time or temperature;
- (e) Inflatable sign;
- (f) String lighting used to attract attention to a commercial use or building, other than temporary holiday decorations;
- (g) Non-accessory sign;
- (h) Non-conforming sign;
- (i) Off-premise sign;
- (j) Pole sign;
- (k) Roof sign;
- (l) Vehicle business sign;
- (m) Any device erected or maintained which simulates or imitates in size, color, lettering, or design any traffic sign or signal or other word, phrase, symbol, or character in such a manner as to interfere with, mislead or confuse vehicular traffic.;
- (n) Any sign which obstructs free ingress to or egress from a required door, window, fire escape or other required exit;
- (o) Any sign that, as determined by the Building Official, is deemed unsafe, constitutes a hazard, is structurally unsound or not in good repair;
- (p) Any sign unlawfully installed, erected or maintained.

Sec. 78-224. - Reserved.

Sec. 78-225. – General Conditions

The following conditions shall apply to all signs erected or located in any use district that are visible from a public right-of-way, private road, public park or residentially zoned property. Where signs are located in the Ann Arbor Road Corridor (ARC) District. In such cases, if any regulations covered by this section and Sec. 78-169 conflict, Sec. 78-169 shall control and prevail.

(a) Location:

- (1) Only signs established or permitted by city, county, state or federal government may be located in or project into the public road right-of-way or public property, unless specifically provided otherwise herein.
- (2) Signs shall be placed so as not to obstruct the clear vision of pedestrians, cyclists or motorists.
- (3) Signs must relate to the principal use conducted on the property.

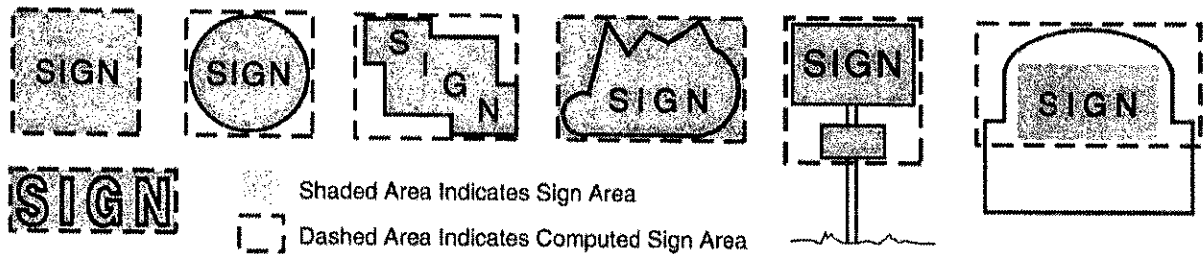
(b) Illumination:

- (1) No sign shall be illuminated by other than electrical means.
- (2) Illuminated signs shall not interfere with the vision of pedestrians, cyclists, or motorists.
- (3) The light from illuminated signs shall not directly shine into adjacent or abutting properties.
- (4) Illuminated signs adjacent to residentially zoned or used property shall be designed and maintained such that illumination levels do not exceed 0.1 foot-candles along the adjacent property line. All externally illuminated signs shall have a shielded light fixture.
- (5) No sign shall have blinking, flashing, or fluttering lights or other illuminating devices which have a changing light intensity, brightness or color.
- (6) The light source shall be shielded and not visible from a public street or adjacent property.
- (7) The illumination provisions above shall not apply to sign lighting systems owned or controlled by any public agency for the purpose of directing traffic.
- (8) Neon lighting is prohibited outside of the sign.
- (9) Signs affixed to awnings and canopies shall not be back-lit.

(c) Measurement:

(1) Sign area. Sign area shall be computed as follows:

- a. The sign area is measured by enclosing the entire area within a rectangle or square of the extreme limits of writing, representation, emblem, or any figure of similar character, together with any frame, tower, or other material or color or internally illuminated area forming an integral part of the display or used to differentiate such sign. Such signs shall be deemed to be a single sign whenever the proximity, design, content or continuity reasonably suggests a single unit, notwithstanding any physical separation between parts. The graphics below illustrate the measurement of area of various shaped signs:



- b. Wall sign. Where a sign consists of a generally flat surface or sign face on which lettering and other information is affixed, the sign area shall be computed by measuring the entire face of the sign including any framing or borders.
- c. Individual letters. Where a sign consists of individual letters and/or logo affixed directly to a building without a supporting structure, the area of the sign shall be computed by measuring the area of the envelope required to enclose the lettering and logo.
- d. Freestanding sign. The area of a freestanding sign shall include the entire area of the sign upon which copy, lettering, drawings or photographs could be placed, excluding the base of the sign from the calculation for a distance to 30 inches above grade. Streetscape and landscape features which in the determination of the planning commission, are an integral part of the sign design shall also be excluded from the calculation of sign area.
- e. Two or more faces. Where a sign has two or more faces, the area of all faces shall be included in determining the area of the sign, except that where two such faces are placed back to back and are at no point more than two feet from one another, the area of the sign shall be taken as the area of one face, if the two faces are of equal area, or as the area of the larger face, if the two faces are of unequal area.

- f. Cylindrical sign. The area of a cylindrical freestanding sign shall be computed by multiplying the circumference of the cylinder by its height.
- (2) Sign Height. The height of a sign shall be computed as the distance from the base of the sign at average grade directly below the sign to the highest point of the sign structure, including any supportive or decorative appendages of the sign. Average grade shall be construed to be the lower of:
- a. Existing average grade prior to construction; or
 - b. The newly established average grade after construction, exclusive of any filling, berming, mounding, or excavating solely for the purposes of locating the sign.
- In cases where the average grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the average grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public street or the grade of the land at the principal entrance to the principal structure on the zoning lot, whichever is lower.
- (3) Sign setback.
- a. Signs that are setback from property lines or public rights-of-way will be measured from the portion of the sign structure nearest to the specified line. For purposes of these measurements, the property lines and public right-of-way lines extend vertically and perpendicularly from the ground to infinity.
 - b. The distance between two signs shall be measured along a straight horizontal line that represents the shortest distance between the two signs.
 - c. The distance between a sign and a parking lot or building shall be measured along a straight horizontal line that represents the shortest distance between the outer edge of the parking lot or building.
- (d) Addresses. For purposes of identification by emergency personnel (fire, police, EMS) all buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numerals or alphabet letters. Numbers shall be a minimum of four inches high with a minimum stroke width of 0.5 inch. If the building cannot be seen from the street, an additional street address sign shall be displayed in an area where it can be seen from the street. In all residences with more than one unit, such as apartments, each individual unit shall be clearly marked.
- (e) Nothing in this ordinance shall be construed to prohibit non-commercial messages on signs that are otherwise allowed herein.

Sec. 78-226 Permanent Signs

The following regulations shall apply to all permanent signs, except where such signs are located in the Ann Arbor Road Corridor (ARC) District. In such cases, if any regulations covered by this section and Sec. 78-169 conflict, Sec. 78-169 shall control and prevail.

- (a) Construction Standards.
 - (1) All permanent signs shall be designed, constructed and installed in a stable and safe manner in accordance with the City's adopted Building and Electrical Codes.
 - (2) All electrical wiring associated with a freestanding sign shall be installed underground.
 - (3) All signs attached to a structure shall be designed so that the supporting framework is contained within or behind the face of the sign or within the building to which the sign is attached so as to be totally screened from view.
- (b) Awning sign.
 - (1) Signs affixed to awnings or canopies are permitted in RM-1, RM-2, O-1, O-2, B-1, B-2, B-3, I-1, I-2 and for multi-family residential and non-residential uses in the MU District. Signs affixed to awnings or canopies shall be considered wall signs and subject to the regulations of wall signs.
- (c) Changeable copy sign.
 - (1) Electronic or digital changeable copy signs are not permitted.
 - (2) Manual changeable copy signs affixed to a building wall shall be considered wall signs and subject to the regulations of wall signs.
 - (3) Manual changeable copy signs attached to or part of a completely self-supporting structure placed on or below the ground surface and not attached to any building or any other structure, shall be considered a freestanding sign and subject to the regulations of freestanding signs.
- (d) Channel letter sign.
 - (1) Channel letter signs are permitted in RM-1, RM-2, O-1, O-2, B-1, B-2, B-3, I-1, I-2 and for multi-family residential and non-residential uses in the MU District. Channel letter signs shall be considered wall signs and subject to the regulations of wall signs.
- (e) Directional sign.
 - (1) Directional wall or freestanding signs are permitted in all zoning districts.

- (2) Directional wall or freestanding signs shall not exceed two (2) square feet per side, shall have a maximum of two sides, shall contain no advertising except the business name or logo, and may be illuminated in compliance with Sec. 78-225.
 - (3) Directional freestanding signs shall not exceed a height of six (6) feet, and may be located one at each driveway entrance.
- (f) Freestanding sign. The following regulations shall apply to all freestanding signs except for such signs located in the ARC Zoning District which shall be governed by Section 78-169.)
- (1) Location. Freestanding signs shall be located wholly within the boundaries of the property to which the sign relates. The freestanding sign shall be set back a minimum of five (5) feet from the road right-of-way, and no closer than five (5) feet from the edge of the principal entrance driveway and all property lines.
 - (2) Number of sides. Freestanding signs shall have a maximum of two (2) sides.

(3) Number of signs.

Table X. Freestanding Signs - Allowable Number

Zoning Districts	Number of Freestanding Signs Permitted...	If lot meets the following standard:
In O-1, O-2, B-1, B-2, B-3, I-1, I-2, ARC, Non-Residential Permitted Uses in MU		
For all permitted and special land uses except multi-tenant business, office and industrial centers	One (1) per zoning lot	One (1) additional sign may be permitted if zoning lot exceeds 400 linear feet or at a secondary entrance if secondary entrance is not located on the same street as the primary entrance.
For multi-tenant business, office, and industrial centers	One (1) per multi-tenant business, office, industrial center	If the lot fronts on two or more collector or arterial streets, one (1) such sign may be permitted for each frontage.
In R-1, RT-1, RM-1, RM-2, Residential Uses in MU		
For dwellings and home occupations	Not Permitted	
For subdivision, site condominium, multi-family development, mobile home park identification; and publically owned libraries, parks, parkways and recreational facilities, arts councils, and museum identification	One (1) at primary entrance	One additional freestanding sign may be permitted at a secondary entrance if it is not located on the same street as the primary entrance.
In R-1, RT-2, RM-1, RM-2, Non-Residential Special Land Uses in MU		
For non-residential special land uses	One (1) per zoning lot for each non-residential special land use.	One additional freestanding sign may be permitted at a secondary entrance if it is not located on the same street as the primary entrance.
In Planned Unit Developments (PUD)		
For all uses	Number of freestanding signs shall be determined by the intended use of the premises, subject to review and approval during the PUD process.	

- (4) Sign height and area. Maximum height and area requirements for freestanding signs shall be applied within each zoning district according to the following schedule.

Table X. Freestanding Signs – Maximum Height and Area

District	Max. Height (ft.)	Maximum Area (sq. ft.) Per Side	Total
R-1	4	18	36
RT-1	4	18	36
RM-1	6	25	50
RM-2	6	25	50
MU (Residential uses)	4	18	36
O-1	8	25	50
O-2	8	25	50
B-1	8	25	50
B-2	15	25	50
B-3	15	25	50
I-1	6	25	50
I-2	6	25	50
For multi-tenant business, office, industrial center	8	32	64
MU (For Non-Residential uses)	8	25	50
ARC		Subject to the standards of <u>Section 78-169</u> .	

- (5) The support structure for a freestanding sign shall not exceed 25 percent of the maximum permissible area of the sign measured by viewing the elevation of the sign perpendicular to the sign face, unless otherwise approved during the site plan review process.
- (g) Hanging sign. Hanging signs are permitted in the B-1, B-2, and MU zoning districts and shall be governed by the following regulations. See Sec. 78-169 regarding hanging signs in the ARC District.

- (1) Location.
 - a. The hanging sign must be located in the center third of the storefront/business site or over an entrance door.
 - b. Hanging signs shall not be allowed above a street or alley where they could interfere with vehicular traffic.
 - c. The maximum distance from the face of the building to the sign edge closest to the right-of-way shall be 30 inches or, if hanging under an awning, the depth of the awning, whichever is less.
- (2) Number of sides.
 - a. Hanging signs shall have a maximum of two (2) sides.
- (3) Number of signs.
 - a. One (1) hanging sign may be permitted for each first-floor business or tenant space with a separate means of ingress and egress.
 - b. A hanging sign may be used in addition to a wall sign for each business site. However, hanging signs are not allowed at business sites which display a projecting sign, a freestanding sign, a nonconforming wall sign, or signs which exceed the current allowed square footage for wall signs.
- (4) Sign height and area.
 - a. Hanging signs must provide a clear distance of eight feet from the sidewalk and ten feet from any driveway.
 - b. The hanging sign may be a maximum of six (6) square feet in area (per side) and shall be included in the total amount of sign area permitted for the subject building.
 - c. The dimension of the hanging sign which is parallel to the face of the building shall not be more than the dimension which is perpendicular to the face of the building. (???)
 - d. Signage, lettering, or numerals on a hanging sign shall not exceed eight inches excluding letters or digits used as part of a logo.
- (5) Hanging signs shall not be internally illuminated.
- (6) Changeable copy shall not be permitted as part of a hanging sign.

- (7) All hanging signs shall be safely and securely attached by not less than two (2) metal chains or metal brackets which are firmly secured to the structure. No excess chain shall be allowed. In no case shall any hanging sign be attached with wire, string, rope, wood, or secured by nails.
- (h) Marquee sign.
- (1) Marquee signs are permitted in B-2, B-3, and the ARC District. See Section 78-169 for ARC District sign regulations.
 - (2) Marquee signs may not be used in combination with any other type of sign.
 - (3) One (1) marquee sign is permitted per business site with a separate means of ingress and egress.
 - (4) A marquee sign may be used in addition to a wall sign for each business site. However, marquee signs are not allowed at business sites which display a hanging sign, projecting sign, freestanding sign, nonconforming wall sign, or signs which exceed the current allowed square footage for wall signs.
 - (5) The marquee sign shall not cover more than fifty (50) percent of the front building façade located above the front entry door, and the area of all faces of the marquee sign shall not total more than 42 square feet.
 - (6) The marquee sign may be positioned in one of two ways as follows:
 - a. The display surface of the sign shall be attached flat against, and not extending beyond, the vertical surface of the marquee structure.
 - b. Individual cut-out letters mounted on top of the edge of the marquee structure and parallel to it.
 - (7) No portion of a marquee sign shall be taller than the top of the marquee structure, or the eave line of the building to which the structure is attached.
- (i) Menu board or Order board sign.
- (1) Menu board signs shall be located on the interior of the lot or parcel and shall not be readable from the exterior of the lot.
 - (2) Menu board signs shall only service the public using the drive-thru facilities.
 - (3) The placement, size, content, coloring or manner or illumination of the sign shall not cause a traffic or pedestrian hazard or impair vehicular or pedestrian flow.

(4) The volume on the menu board shall be maintained at the minimum level necessary so that it is audible to users, but to minimize extraneous noise traveling off site.

(j) Portable A-Frame Sign. Portable A-Frame signs are permitted in the B-1, B-2 and B-3 Districts, and for non-residential uses in the MU District.

(1) Location.

- a. Portable A-Frame signs may be located, per the standards in this section and below, on sites that have a minimum of seven (7) feet of unobstructed sidewalk abutting the principal building where the sign will be displayed.
- b. Portable A-frame signs shall be placed on the sidewalk in front of the property where the business is located, next to the building wall or adjacent to the curb in a manner which is safe for and does not interfere with normal pedestrian or vehicular traffic.
- c. Each sign shall be placed outside only during the hours when the business is open to the general public, and shall be stored indoors at all other times.
- d. Portable A-frame signs shall be moved indoors after accumulation of one (1) or more inches of snow and shall not be placed back on the sidewalk until the entire sidewalk on the side of the street where the business is located is clear of snow.

(2) Number of Sides.

- a. Portable A-frame signs shall have a maximum of two (2) sides.

(3) Number of Signs.

- a. One (1) portable A-frame sign is allowed for each business that has frontage along a sidewalk and an individual means of ingress and egress, up to a maximum of two (2) signs per multi-tenant building. A single sign may contain advertising for more than one business in the multi-tenant building.

(4) Sign Height and Area.

- a. The maximum height of a portable A-frame sign shall be four (4) feet, and the maximum width two (2) feet.

(5) All portable A-frame signs shall be constructed of a weather-proof material and shall be kept in good repair.

- (k) Projecting sign.
 - (1) Location.
 - a. A projecting sign may extend from the wall it is mounted to by no more than four (4) feet, or $\frac{1}{3}$ of the sidewalk width, whichever is less.
 - b. Projecting signs shall be spaced at least 25 feet apart.
 - c. Projecting signs shall not be allowed above a street or vehicular alley where they could interfere with auto traffic.
 - d. Projecting signs must provide a clear distance of eight feet from the sidewalk and ten feet from any driveway.
 - (2) Number of Sides.
 - a. Projecting signs shall have a maximum of two (2) sides.
 - (3) Number of Signs.
 - a. One (1) projecting sign may be permitted for each first-floor business or tenant space with a separate means of ingress and egress.
 - b. A projecting sign may be used in addition to a wall sign for each business site. However, projecting signs are not allowed at business sites which display a hanging sign, an awning sign, a freestanding sign, a nonconforming wall sign, or signs which exceed the current allowed square footage for wall signs.
 - (4) Sign Height and Area.
 - a. The projecting sign may be a maximum of eight (8) square feet in area (each side) and shall be included in the total amount of sign area permitted for the subject building.
 - (5) Projecting signs shall not be internally illuminated.
 - (6) Changeable copy shall not be permitted as a part of projecting signs.
 - (7) All projecting signs shall be safely and securely attached by a metal chain or metal bracket which is firmly secured to the structure. No excess chain shall be allowed. In no case shall any projecting sign be attached with wire, string, rope, wood, or secured by nails.

(l) Wall sign. The following regulations shall apply to all wall signs except for such signs located in the ARC Zoning District which shall be governed by Section 78-169.)

(1) Location.

- a. Wall signs shall be displayed flat against the wall of the building. No signs shall be painted directly on a roof or wall.
- b. Wall signs displayed flat against a wall shall not extend more than 12 inches from the face of the building wall.

(2) Number of Signs.

- a. Single-Family/Two-Family Dwellings. For each single-family or two-family dwelling unit, with a separate means of ingress and egress, one wall sign not exceeding two (2) square feet in area per unit, indicating the name and/or address of the occupant, home occupation or bed and breakfast operation is permitted. Home occupation and bed and breakfast operations shall not be permitted individual ground signs.
- b. Office/Business/Industrial Districts.
 - (i) One (1) wall sign may be permitted for each business or tenant space with a separate means of ingress and egress.
 - (ii) A wall sign may be used in addition to a projecting or hanging sign, or awning sign for each business site. However, wall signs are not allowed at business sites which display a freestanding sign, or signs which exceed the current allowed square footage for wall signs.
 - (iii) One (1) wall sign or awning sign shall be permitted on each facade, which has a separate public means of ingress and egress.
- c. PUD Districts. Within all PUD districts, the number and size of wall signs shall be determined by the intended use of the premises, subject to the review and approval of the city, during PUD plan review.

(3) Sign area.

- a. Within all non-residential zoning districts, the sign area of a combination of awning signs, hanging signs, marquee signs, projecting signs, and wall signs may not exceed the maximum sign area per the table below for each business site with a separate means of ingress and egress.

Table X. Maximum Sign Area per Business Site with Single Tenant

District	Maximum Area in sq. ft.
O-1	25
O-2	25
B-1	25
B-2	25
B-3	25
I-1	25
I-2	25
MU	25
ARC	Subject to section 78-169

Signs for multiple tenant shopping centers shall not exceed 25 square feet.

(4) Channel letter signs.

Channel letter signs are considered wall signs. Mounting regulations for channel letter signs, from wall to outermost face, are as follows:

- a. Channel letters with transformers mounted inside the letters shall not extend more than 16 inches from the building wall.
- b. Channel letters with remote transformers shall not extend more than 12 inches from the building wall.
- c. Channel letters mounted on a raceway shall not extend more than 16 inches from the building wall.
- d. Channel letter signs must provide a clear distance of eight feet from the sidewalk to bottom edge of the sign, but shall not extend over public or private roadways, or parking lots.

(m) Window sign, interior.

- (1) Interior window signs are permitted in O-1, O-2, B-1, B-2, B-3, I-1, I-2, and for non-residential uses in the MU District. See Sec. 78-169 regarding window signs in the ARC District.
- (2) Interior window signs are permitted in addition to any other type of sign.
- (3) Interior window signs shall not occupy more than 25 percent of the glass surface of the window area in which the sign is located.
- (4) Interior window signs shall be located only on the first floor front facade of the building. Buildings on a corner lot shall be permitted window signs on each road frontage.