



7275 W. MAIN STREET, KALAMAZOO, MI 49009-9334
269-216-5220 Fax 375-7180 TDD 375-7198
www.oshtemo.org

**NOTICE
OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

REGULAR MEETING – VIRTUAL

(Refer www.oshtemo.org Notice Board for Virtual Meeting Information, or page 3 of packet)

**Thursday, April 30, 2020
6:00 p.m.**

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Approval of Agenda
4. Approval of Minutes: March 12th, 2020
5. **Public Hearing: Rezoning from R-2, Residence District to R-3, Residence District**
Waybridge LLC is requesting to rezone three parcels located on the east side of S. 11th Street near Parkview Avenue, being 2963, 2999 and 3065 S. 11th Street, from the “R-2” Residence District to the “R-3” Residence District of the Oshtemo Charter Township Zoning Ordinance.
6. **Public Hearing: Special Use, Arbor Credit Union Expansion**
Applicant is requesting Special Use amendment approval to construct a 24,000 square foot addition to the existing credit union at 1551 S 9th Street and also construct a new 5,125 square foot service branch on the same property.
7. **Public Hearing: Special Use, Starting Point Preschool**
Center Point Church is requesting a special use approval to establish a private preschool for 106 children at the existing church facilities located at 2345 N. 10th Street.
8. **Public Hearing: Assembly and Convention Halls**
Consideration of amendments to Section 18.40 Special Uses and Section 35.40 Special Uses to allow Assembly and Convention Halls in the C, Local Business District and the 9th Street and West Main Overlay Zone.
9. Old Business
 - a) Keeping of Livestock and Honey Bees
10. New Business
 - a) Discussion - Blade Signs
11. Public Comment
12. Other Updates and Business
13. Adjournment

**Policy for Public Comment
Township Board Regular Meetings, Planning Commission & ZBA Meetings**

All public comment shall be received during one of the following portions of the Agenda of an open meeting:

a. Citizen Comment on Non-Agenda Items or Public Comment – while this is not intended to be a forum for dialogue and/or debate, if a citizen inquiry can be answered succinctly and briefly, it will be addressed or it may be delegated to the appropriate Township Official or staff member to respond at a later date. More complicated questions can be answered during Township business hours through web contact, phone calls, email (oshtemo@oshtemo.org), walk-in visits, or by appointment.

b. After an agenda item is presented by staff and/or an applicant, public comment will be invited. At the close of public comment there will be Board discussion prior to call for a motion. While comments that include questions are important, depending on the nature of the question, whether it can be answered without further research, and the relevance to the agenda item at hand, the questions may not be discussed during the Board deliberation which follows.

Anyone wishing to make a comment will be asked to come to the podium to facilitate the audio/visual capabilities of the meeting room. Speakers will be invited to provide their name, but it is not required.

All public comment offered during public hearings shall be directed, and relevant, to the item of business on which the public hearing is being conducted. Comment during the Public Comment Non-Agenda Items may be directed to any issue.

All public comment shall be limited to four (4) minutes in duration unless special permission has been granted in advance by the Supervisor or Chairperson of the meeting.

Public comment shall not be repetitive, slanderous, abusive, threatening, boisterous, or contrary to the orderly conduct of business. The Supervisor or Chairperson of the meeting shall terminate any public comment which does not follow these guidelines.

(adopted 5/9/2000)
(revised 5/14/2013)
(revised 1/8/2018)

Questions and concerns are welcome outside of public meetings during Township Office hours through phone calls, stopping in at the front desk, by email, and by appointment. The customer service counter is open from Monday-Thursday 8:00 am- 5:00 pm, and on Friday 8:00 am-1:00 pm. Additionally, questions and concerns are accepted at all hours through the website contact form found at www.oshtemo.org, email, postal service, and voicemail. Staff and elected official contact information is provided below. If you do not have a specific person to contact, please direct your inquiry to oshtemo@oshtemo.org and it will be directed to the appropriate person.

Oshtemo Township Board of Trustees		
<u>Supervisor</u>		
Libby Heiny-Cogswell	216-5220	libbyhc@oshtemo.org
<u>Clerk</u>		
Dusty Farmer	216-5224	dfarmer@oshtemo.org
<u>Treasurer</u>		
Grant Taylor	216-5221	gtaylor@oshtemo.org
<u>Trustees</u>		
Cheri L. Bell	372-2275	cbell@oshtemo.org
Deb Everett	375-4260	deverett@oshtemo.org
Zak Ford	271-5513	zford@oshtemo.org
Ken Hudok	548-7002	khudok@oshtemo.org

Township Department Information		
<u>Assessor:</u>		
Kristine Biddle	216-5225	assessor@oshtemo.org
<u>Fire Chief:</u>		
Mark Barnes	375-0487	mbarnes@oshtemo.org
<u>Ordinance Enf:</u>		
Rick Suwarsky	216-5227	rsuwarsky@oshtemo.org
<u>Parks Director:</u>		
Karen High	216-5233	khigh@oshtemo.org
Rental Info	216-5224	oshtemo@oshtemo.org
<u>Planning Director:</u>		
Iris Lubbert	216-5223	ilubbert@oshtemo.org
<u>Public Works:</u>		
Marc Elliott	216-5236	melliott@oshtemo.org

Zoom Instructions for Participants

Before a videoconference:

1. You will need a computer, tablet, or smartphone with a speaker or headphones. You will have the opportunity to check your audio immediately upon joining a meeting.
2. If you are going to make a public comment, please use a microphone or headphones with a microphone to cut down on feedback, if possible.
3. Details, phone numbers, and links to videoconference or conference call are provided below. The details include a link to **“Join via computer”** as well as phone numbers for a conference call option. It will also include the 9-digit Meeting ID.

To join the videoconference:

1. At the start time of the meeting, click on this link to [join via computer](#). You may be instructed to download the Zoom application.
2. You have an opportunity to test your audio at this point by clicking on “Test Computer Audio.” Once you are satisfied that your audio works, click on “Join audio by computer.”

You may also join a meeting without the link by going to [join.zoom.us](#) on any browser and entering this **Meeting ID: 965 1869 6343**

If you are having trouble hearing the meeting or do not have the ability to join using a computer, tablet or smartphone then you can join via conference call by following instructions below.

To join the conference by phone:

1. On your phone, dial the toll-free teleconferencing number: **1-929-205-6099**
2. When prompted using your touchtone (DTMF) keypad, enter the Meeting ID number: **965 1869 6343#**

Participant controls in the lower-left corner of the Zoom screen:



Using the icons at the bottom of the Zoom screen, you can (some features will be locked to participants during the meeting):

- Participants – opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand. **This will be used to indicate that you want to make a public comment.**
- Chat – opens pop-up screen that allows participants to post comments during the meeting.

Public comments will be handled by the “Raise Hand” method as instructed above within Participant Controls.

**OSHTEMO CHARTER TOWNSHIP
PLANNING COMMISSION**

DRAFT MINUTES OF A REGULAR MEETING HELD MARCH 12, 2020

Agenda

PUBLIC HEARING: ACCESSORY BUILDINGS
CONSIDERATION OF AMENDMENTS TO SECTION 57.100 – ACCESSORY BUILDINGS, FOR RECOMMENDATION TO THE TOWNSHIP BOARD.

A meeting of the Oshtemo Charter Township Planning Commission was held Thursday, March 12, 2020, commencing at approximately 6:00 p.m. at the Oshtemo Charter Township Hall.

MEMBERS PRESENT: Bruce VanderWeele, Chair
Ron Commissaris
Micki Maxwell, Vice Chair
Mary Smith
Chetan Vyas

MEMBERS ABSENT: Dusty Farmer
Anna Versalle

Also present were Iris Lubbert, Planning Director, James Porter, Township Attorney, and Martha Coash, Meeting Transcriptionist. Three other persons were in attendance.

Call to Order and Pledge of Allegiance

Chairperson VanderWeele called the meeting to order at approximately 6:00 p.m.

Approval of Agenda

Hearing no suggestions for change, Chairperson VanderWeele let the agenda stand as presented.

Public Comment on Non-Agenda Items

Two members of the public commented on the special use for the proposed fruit belt nonmotorized trail that was approved at the Planning Commission meeting of February 27, 2020.

Mr. Tim Miller, 4310 S. 7th Street, said he has been a taxpayer and resident of Oshtemo Township for 67 years. At the last Planning Commission meeting he was

appalled by the Commission for taking comments from people outside of the Township regarding trail implementation - it is wrong. As he stated at the last meeting, he is 100% opposed to a public trail along the fruit belt line. He said he doesn't know who here to call for security, but has been told AT&T has an easement right behind his house. The Township says AT & T does not enforce the trespassing law – he will bring a picture to prove that they do. The people the Commission are listening to from outside the Township are ultimately trespassing. He said he had documents for the Commissioners.

Ms. Gail Miller, 4310 S. 7th Street, distributed documents to the Commission. She said she has been at every meeting they were invited to over the last two years and that the paperwork she provided documents every meeting they were not invited to attend on this subject. She asked for a show of hands from Commissioners who had visited the property, saying that as of the last meeting no one had been there. She referred to letters received by the Township from people and groups who do not live in the Township. She said Attorney Porter said Ameritech indicated the land is private and they do not enforce trespassing laws unless their equipment is damaged, yet the Commission took letters from people complaining and that they are trespassers. She said that owning 84 acres, with 2,290 feet of their property along the proposed trail, there is no way you can put up a six-foot fence by her house for protection. Even with a fence in place it would only be a blind where trail users could watch what they are doing. She indicated they would continue to oppose this plan and to gather signatures of neighbors of surrounding, adjacent property owners. In her opinion, signatures of those who live along and adjacent to the trail should supersede those of non-residents. The proposed trail is only 18 acres from start to finish; their property is almost six of those, a large number that has not been taken into consideration. There are already enough trails in this Township. With 70 acres available behind the Township Hall and the Kal-Haven Trail, the proposed trail is not needed. There is also a letter about ITC in the communications received by the Township. She said that surprised her because Ms. Maxwell was one of the people who opposed ITC. You know that is an easement right that doesn't belong to the property and that this Planning Commission planning how to use that corridor – will not happen in her lifetime because her name is on that land.

There being no further comments, Chairperson VanderWeele thanked the Millers for their comments and moved to the next agenda item.

Approval of the Minutes of the Meeting of February 27, 2020

The Chair asked if there were additions, deletions or corrections to the Minutes of the Meeting of February 27, 2020.

Ms. Lubbert requested that the following language, underlined, be added to the third paragraph on page 15: “Ms. High explained the acquisition grant stipulates the property will be used for outdoor recreation in perpetuity and that it has to be open to the public within 90 days of acquisition.”

Mr. Vyas made a motion to approve the Minutes of the Meeting of February 27, 2020 as presented with the requested correction. Ms. Maxwell seconded the motion. The motion was approved unanimously.

Chairperson VanderWeele moved to the next agenda item.

PUBLIC HEARING: ACCESSORY BUILDINGS
CONSIDERATION OF AMENDMENTS TO SECTION 57.100 – ACCESSORY
BUILDINGS, FOR RECOMMENDATION TO THE TOWNSHIP BOARD.

Ms. Lubbert said recently, there have been concerns about how the Township has been regulating accessory buildings on residential properties, specifically where they were permitted to be located on a parcel, lot, or building site. After review of the Accessory Buildings and Setback Ordinances, it was determined that amendments were needed to clarify where accessory buildings would be permitted and ensure that the two regulations worked in concert. The Planning Commission reviewed and made a motion to recommend approval of the Setback Ordinance amendments to the Township Board at their regular December 12, 2019 meeting and, after discussion, directed staff to develop a new version of the Accessory Building code with more structure and detail. Areas of interest, in addition to placement, included: height, the treatment of accessory buildings on lots/building sites vs. parcels, and the overall permitted square footage of detached buildings based on lot size.

She said based on direction from the Commission, staff restructured the Accessory Building Ordinance, further amended sections of the code for clarity, and added language to address the noted areas of interest. Drafts of the proposed code language were reviewed by the Commission at their January 30th and February 13th meetings. After discussion and some amendments, the Commission agreed to move forward with the proposed changes to Section 57.100 and set a Public Hearing for their meeting on March 12th. A notice for the Public Hearing was published on Tuesday, February 25, 2020.

She noted the amended ordinance has the support of the Township Attorney, Zoning Administrator, and Ordinance Enforcement Officer. In addition, several of the proposed regulations were vetted for viability with the Fire Department and Southwest Michigan Building Authority.

Ms. Lubbert explained the proposed amendment reorganizes Section 57.100 into six sections: applicability, restrictions, setbacks, size restrictions, height, and application requirements. The goal of this reorganization is to help staff and the public easily navigate through the requirements for installing accessory buildings in Oshtemo Township. She provided a summary of the requirements outlined in each section:

Applicability: This section outlines what properties this code applies to; in summary all properties within a residential zone with a residence as their primary use. It should be noted that properties located within the AG, Agricultural District where the structure

will be used to support a farming operation are exempt. Continuing with previous practice, all accessory buildings over 200 square feet will require site plan review and approval. This section also identifies unique types of accessory buildings and directs users to other applicable sections of the code.

Restrictions: This section outlines all restrictions related to the use and construction of residential accessory buildings. All the requirements outlined in this section are in the previous accessory building code or noted in other areas of the code. The goal of this section is to provide one location where all restrictions for this type of structure can be found.

Setbacks: This section specifies where accessory buildings can be placed on a lot. Specifically, front yard setbacks as side and rear setbacks are addressed in a different section of the code. The proposed setback requirement differentiates between properties within a subdivision or site condominium and those that are not. There is an understanding that properties that are not within a subdivision or site condominium typically are larger and, more often than not, have a rural character that needs to be considered. The proposed language would place accessory buildings behind a house on a property within a subdivision or site condominiums. The front yard setback would be treated the same along the sides of both roads. In the other cases, the accessory building could be placed in front of a home as long as it met that district's principle building setback. A 10-foot separation between structures is also proposed for fire safety (to limit exterior fire spread).

Size Restrictions: Currently the zoning code does not have clear size limitations and any proposed large accessory building may trigger review by the Zoning Board of Appeals, subject to staff discretion. The existing regulations are somewhat subjective. The goal of this section is to provide clear standards that can then be applied administratively. The requirements outlined in this section pull from other existing areas of the code (ex. allowed percentage lot coverage) and previous interpretations or practices. Within site condominiums and subdivisions, the proposed code now specifies that the footprint of any residential accessory building cannot be larger than the primary structure. In addition, based on the area of a property, maximum cumulative square-footages for accessory buildings on a property are proposed. These numbers are based on other communities' standards but have been increased to keep in mind the Townships rural character.

Height: This section specifies how tall any given accessory building can be on a property. Based on previous reviews and experiences, the proposed maximum permitted height for an accessory building was increased from 25 feet to 30 feet. However, similar to the size restrictions intended to protect property values and neighborhood aesthetics, language was added that the height of an accessory building could not exceed the height of the principle building within subdivisions or site condominiums.

Application requirements: This last section of 57.100 outlines the details needed for

staff to complete a site plan review of a building exceeding 200 square feet and ensure that all requirements are met.

The proposed amendments for 57.100 Accessory Buildings Serving a Primary Residence were provided.

Ms. Lubbart recommended the amendments be approved and forwarded to the Township Board for approval.

Chairperson VanderWeele asked whether Commissioners had questions for Ms. Lubbart.

Ms. Maxwell asked whether the visuals provided would be included in the amendments section for clarification.

Ms. Lubbart said that had not been her intent but noted that it could be done.

Chairperson VanderWeele questioned whether 3. C., which mentions a 10 foot separation between buildings includes garages that are detached from the house.

Attorney Porter said the definitions make it clear detached garages are included.

Ms. Maxwell asked for clarification of the allowed square footage for accessory buildings.

The Chair said as it reads, the term "gross floor area" used to determine the allowed size restriction for accessory buildings includes the combined floor area for each floor of a multiple floor building. He felt the gross floor area should include only the footprint of the building - length by width.

Ms. Lubbart indicated the original intent was that only the footprint, length by width, would be considered as the gross floor area.

Chairperson VanderWeele requested the wording reflect that intent.

Attorney Porter said the "combined gross floor area" should be changed to say "first floor of primary structure" to reflect the intent and eliminate confusion.

Ms. Smith asked how two lots homesteaded together would be treated.

Attorney Porter said they would be combined for assessing and building purposes.

Ms. Smith wondered whether if the properties were across the street from each other that the entire acreage would be treated the same way.

Attorney Porter said, in theory, they could cross the road though this circumstance is rarer all the time. The right-of-way in some cases is measured from the center of the street.

Ms. Lubbert noted if this issue were to come up a variance could be sought on a case by case basis.

Hearing no further questions, Chairperson VanderWeele moved to public hearing and asked if anyone cared to address the Commission.

Mr. Ken Schneider asked to defer to the covenants of sub-divisions rather than to regulate by ordinance. He was pleased the amount of square footage allowed for accessory buildings was increased from the original proposal, but thought it should be extended further for larger properties. He noted agricultural district 1-A was mentioned.

Attorney Porter explained that these regulations would only apply to properties in the 1-A district if the principal structure on the property was residential.

Mr. Schneider said regarding the 10-foot clause, if the fire department was concerned about how large a fire can get, it seems they would have suggested buildings be limited to a certain size. Fire in one 30 x 60 building would be harder to fight than two 30 x 40 buildings. As far as setbacks are concerned, he felt it would be plausible to allow people to put trees up instead of requirements regarding size or height of buildings and wondered if buildings are not visible from the road whether the Township should really care. He said he was reading through the proposal in light of the future of his property. One of the reasons he chose Oshtemo Township was because of the way the ordinances were written. He thinks the way the older ordinance was stated allows for more interpretation. The new ordinance is definitely a lot more specific and he wondered whether we have to get as detailed as is proposed.

Chairperson VanderWeele thanked Mr. Schneider for his comments. Hearing nothing further, he closed the public hearing and moved to Commission Deliberations.

Ms. Maxwell asked whether they are looking at sub-divisions.

Attorney Porter said there are standards based on where the property is located.

Ms. Smith said most site condominiums have restrictions on access buildings. The Township ordinance would take precedence.

Attorney Porter said the Township would set minimum requirements. A builder could exceed the requirements by increasing the set back or further limiting the size of accessory buildings.

Attorney Porter noted sub-division and site condominium rules often fall by the wayside as developers don't follow proper procedures or associations don't maintain

enforcement. It can become a problem if there are not minimum standards in place by ordinance.

Ms. Lubbert added deeds in subdivisions are only valid for a specific number of years and if rules are not enforced by residents they fall by the wayside, so there would be no lasting regulations in place without ordinance.

Mr. Vyas asked if the fire department requirements are based on standards.

Ms. Lubbert replied that a lot of municipal codes have separation requirements, though the requirements vary, frequently from 5 - 12 feet. Our fire department felt 10 feet is appropriate and the proposed 10 foot separation is also consistent with when the building code triggers fire rated wall requirements.

Attorney Porter added that when a 10 foot distance is maintained, the fire rated wall requirements aren't activated, the cost to a homeowner is reduced.

Chairperson VanderWeele called for a motion.

Mr. Vyas made a motion to approve the Amendment to Section 57.100 Accessory Buildings as presented with the agreed upon change of wording in number 4,b from "combined gross floor area" to "first floor area". Ms. Maxwell seconded the motion. The motion was approved unanimously.

Chairperson VanderWeele moved to the next item on the agenda.

OTHER BUSINESS

Ms. Maxwell, in response to the earlier comment by Ms. Miller, explained she was involved with the ITC property issue, but that the Fruit Belt Trail is a different situation. The Township is actually purchasing property. ITC didn't want to sell their land, so it's a whole different story. When the Township owns the property, then they can set the rules, enforce them and provide maintenance.

OLD BUSINESS

There was no old business to consider.

PLANNING COMMISSIONER COMMENTS

Ms. Lubbert said the Township was working on how to address the Corona Virus. She will keep Commissioners up to date as that moves forward.

.ADJOURNMENT

With there being no further business to consider, Chairperson VanderWeele adjourned the meeting at approximately 6:45 p.m.

Minutes prepared:
March 14, 2020

Minutes approved:
_____, 2020

DRAFT

March 19th, 2020



Meeting Date: April 30, 2020

To: Planning Commission

From: Ben Clark, Zoning Administrator

Applicant: Michael Way, Waybridge LLC

Owner: Waybridge LLC

Property: 2963 S 11th St, Unaddressed S 11th St, and 3065 S 11th St; parcels 05-25-455-021, 05-25-455-024, and 05-25-455-030

Zoning: R-2: Residence District

Request: Rezone to R-3: Residence District

Articles: 7 (R-2: residence District) and 8 (R-3: Residence District)

OVERVIEW

The applicant is requesting that the three properties listed above on the east side of S 11th St be rezoned from R-2: Residence District to R-3: Residence District. For a number of decades this portion of 11th St has been transitioning from single-family homes to non-residential uses, and to the north of the subject parcels are a number of R-3-zoned properties accommodating a mix of residential and non-residential uses. Further north, before reaching Stadium Dr, are parcels zoned C: Local Business District. The current zoning of the three parcels—R-2—is primarily intended to facilitate lower density residential development, and dwellings such as single-family homes and duplexes are permitted by right. The R-3 district allows the same, but also has provisions for offices, banks, and three- or four-unit dwellings, all controlled via the Township’s Special Use regulations.

CONSIDERATIONS

The Zoning Enabling Act, which allows Townships to zone property, does not provide any required standards that a Planning Commission must consider when reviewing a rezoning request. However, there are some generally recognized factors that should be deliberated before a rezoning decision is made. These considerations are as follows:

1. Master Plan Designation

The Township’s Future Land Use Plan categorizes this area—south to Parkview Ave, East to US 131, west across S 11th St to Stadium Dr, and north to Holiday Ter/the existing commercial zoning—as *Transitional Office*, a category intended to buffer low density residential areas from commercial zoning by allowing *limited* non-residential uses along relatively busy roadways that tend to be less desirable for residential development. Under the current Zoning Ordinance, the R-3 zoning category works well to fulfill the conceptual goals of the Transitional Office future land use designation, as it

bridges the gap between residential and low-intensity non-residential uses. Furthermore, non-residential uses in the R-3 district such as medical and administrative office buildings are regulated as Special Uses, and at the time of site plan review the Township is authorized to impose restrictions on such in order to mitigate their impact on nearby homes.

2. Consistency of the Zoning Classification in the General Area

Although zoning allowing non-residential land use has yet to migrate this far south on the east side of S 11th St, nearby properties have long since transitioned to such, and immediately to the north of the three subject parcels is a considerable amount of land zoned R-3, with commercial zoning north of that. Rezoning these parcels would be consistent with nearby zoning and follows the desired land use pattern of buffering commercial land uses from residential.

3. Consistency and Compatibility with General Land Use Patterns in the Area

Given the current R-2 zoning of the subject parcels and the properties to the south, this portion of the S 11th St corridor does still accommodate residential uses, and the area subject to the rezoning request abuts two properties with single-family homes. Immediately to the north and east however a different land use pattern is well established. To the east is a church, to the north is another church, a medical office building, a hair salon, and a handful of office buildings. Further north can be found a hotel and convention center and a sizeable office complex. A similar pattern is manifesting on the west side of S 11th St, where numerous office and medical uses are found, increasing in consistency and intensity approaching Stadium Dr.

4. Utilities and Infrastructure

Public water and sewer are available for the subject properties, and any future development there will have to tap into these systems. Regarding the transportation network, the intersection to the north at Stadium Dr and S 11th St is well controlled by a traffic signal. The intersection to the south where S 11th St crosses Parkview Ave is still regulated via a four way stop, but left turn pockets are present in all four directions. A considerable amount of traffic moves through this intersection at times, and it is reasonable to foresee installation of a signal one day, but at this time the Road Commission of Kalamazoo County has not determined that such a treatment is warranted.

5. Reasonable Use under Current Zoning Classification

All three subject parcels can hypothetically accommodate dwellings, so there is reasonable use under the current R-2 zoning.

6. Effects on Surrounding Property

While this request would not be introducing a new zoning element to the S 11th St corridor, it could facilitate southward expansion of non-residential uses. Such are closely regulated by the restrictions found in the R-3 district as well as the Township's Special Use mechanism, and staff do not foresee unreasonable impacts for the residences to the south. Uses to the north and east are already predominately non-residential, increasing in intensity moving north towards Stadium Dr.

RECOMMENDATION

Staff recommends the Planning Commission forward a recommendation of approval to the Township Board for the rezoning of the subject properties from the R-2: Residence District to the R-3: Residence District for the following reasons:

1. The proposed rezoning is in accordance with the Township's Future Land Use Plan.

2. The requested rezoning is compatible with the surrounding land uses and adjacent zoning classifications.

Respectfully submitted,



Ben Clark,
Zoning Administrator

Attachments: Application
Zoning Map
Current Land Use Map
Future Land Use Map
Future Land Use Plan Excerpt



7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS 2963 South 11th Street

PLANNING & ZONING APPLICATION

Applicant Name: Waybridge LLC

Company _____

Address M.S. WAY

7049 Tunky (Old Farm)

Kalamazoo, MI. 49009

E-mail stallbattm@icloud.com

Telephone 269-577-4502 Fax _____

Interest in Property OWNER

THIS SPACE FOR TOWNSHIP USE ONLY

OWNER*:

Name Above

Address _____

Email _____

Phone & Fax _____

Fee Amount _____

Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- Planning Escrow-1042
- Site Plan Review-1088
- Administrative Site Plan Review-I086
- Special Exception Use-1085
- Zoning Variance-1092
- Site Condominium-1084
- Accessory Building Review-1083
- Land Division-I090
- Subdivision Plat Review-1089
- Rezoning-1091
- Interpretation-1082
- Text Amendment-1081
- Sign Deviation-1080
- Other: _____

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary): _____

Rezone 2963 South 11th St, parcel 05-25-455-021
from R2 to R3 to allow for the construction of
an Ophthalmology Clinic.

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

See Attachment

PARCEL NUMBER: 3905- 25-455-021

ADDRESS OF PROPERTY: 2963 South 11th St.

PRESENT USE OF THE PROPERTY: Residential House

PRESENT ZONING R-2 **SIZE OF PROPERTY** See Attachment

**NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS
HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:**

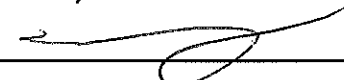
Name(s)

Address(es)

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.

Way Bridge LLC

 MEMBER
Owner's Signature(* If different from Applicant)

4/23/20
Date

SA
Applicant's Signature

Date

- Copies to:
- Planning -1
- Applicant -1
- Clerk -1
- Deputy Clerk -1
- Attorney -1
- Assessor -1
- Planning Secretary - Original

PLEASE ATTACH ALL REQUIRED DOCUMENTS



7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS 3065 S. 11TH ST.

PLANNING & ZONING APPLICATION

Applicant Name : WAYBIDGE LLC

Company _____

Address M.S. WAY
7049 Tenky Glen Trail
Kalamazoo, MS. 49009

E-mail stallbaker@icloud.com

Telephone 599-4503 Fax _____

Interest in Property OWNER

THIS
SPACE
FOR
TOWNSHIP
USE
ONLY

OWNER*:

Name Above

Address _____

Email _____

Phone & Fax _____

Fee Amount _____

Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- Planning Escrow-1042
- Site Plan Review-1088
- Administrative Site Plan Review-1086
- Special Exception Use-1085
- Zoning Variance-1092
- Site Condominium-1084
- Accessory Building Review-1083
- Land Division-1090
- Subdivision Plat Review-1089
- Rezoning-1091
- Interpretation-1082
- Text Amendment-1081
- Sign Deviation-1080
- Other: _____

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary): _____

Rezone from R2 to R3 to allow for
Professional / Business office use

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

See Attachment A

PARCEL NUMBER: 3905- 05-25-455-030

ADDRESS OF PROPERTY: 3065 S. 11th St.

PRESENT USE OF THE PROPERTY: House

PRESENT ZONING R-2 **SIZE OF PROPERTY** 210 x 330.3

NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:

Name(s)

Address(es)

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.

[Signature]
Owner's Signature (* If different from Applicant)

4/23/20
Date

[Signature]
Applicant's Signature

Date

- Copies to:
- Planning -1
- Applicant -1
- Clerk -1
- Deputy Clerk -1
- Attorney-1
- Assessor -1
- Planning Secretary - Original

PLEASE ATTACH ALL REQUIRED DOCUMENTS



7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS 2999 S. 11th Street

PLANNING & ZONING APPLICATION

Applicant Name: WAYBRIDGE LLC

Company _____

Address MS WAY
7047 Tanky (S. Trail)
Kalamazoo, MI. 49009

E-mail StallbattM@icloud.com

Telephone 599-4503 Fax _____

Interest in Property OWNER

THIS
SPACE
FOR
TOWNSHIP
USE
ONLY

OWNER*:

Name ASOVA

Address _____

Email _____

Phone & Fax _____

Fee Amount _____

Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- Planning Escrow-1042
- Site Plan Review-1088
- Administrative Site Plan Review-1086
- Special Exception Use-1085
- Zoning Variance-1092
- Site Condominium-1084
- Accessory Building Review-1083
- Land Division-1090
- Subdivision Plat Review-1089
- Rezoning-1091
- Interpretation-1082
- Text Amendment-1081
- Sign Deviation-1080
- Other: _____

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary): _____

Rezone from R2 to R3 to allow for
Professional/Business office use

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

See Attached

PARCEL NUMBER: 3905- 05-25-455-024

ADDRESS OF PROPERTY: _____

PRESENT USE OF THE PROPERTY: VACANT LAND

PRESENT ZONING R-2 **SIZE OF PROPERTY** 119x455

**NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS
HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:**

Name(s)

Address(es)

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.

[Signature]
Owner's Signature (* If different from Applicant)

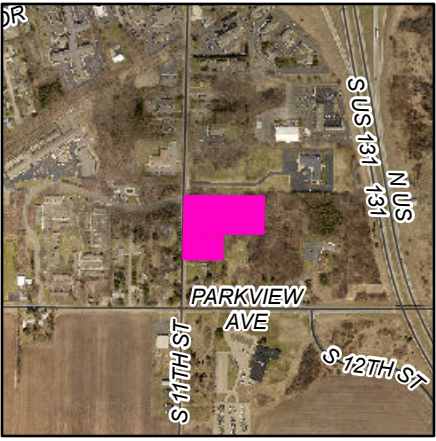
4/23/20
Date

Applicant's Signature

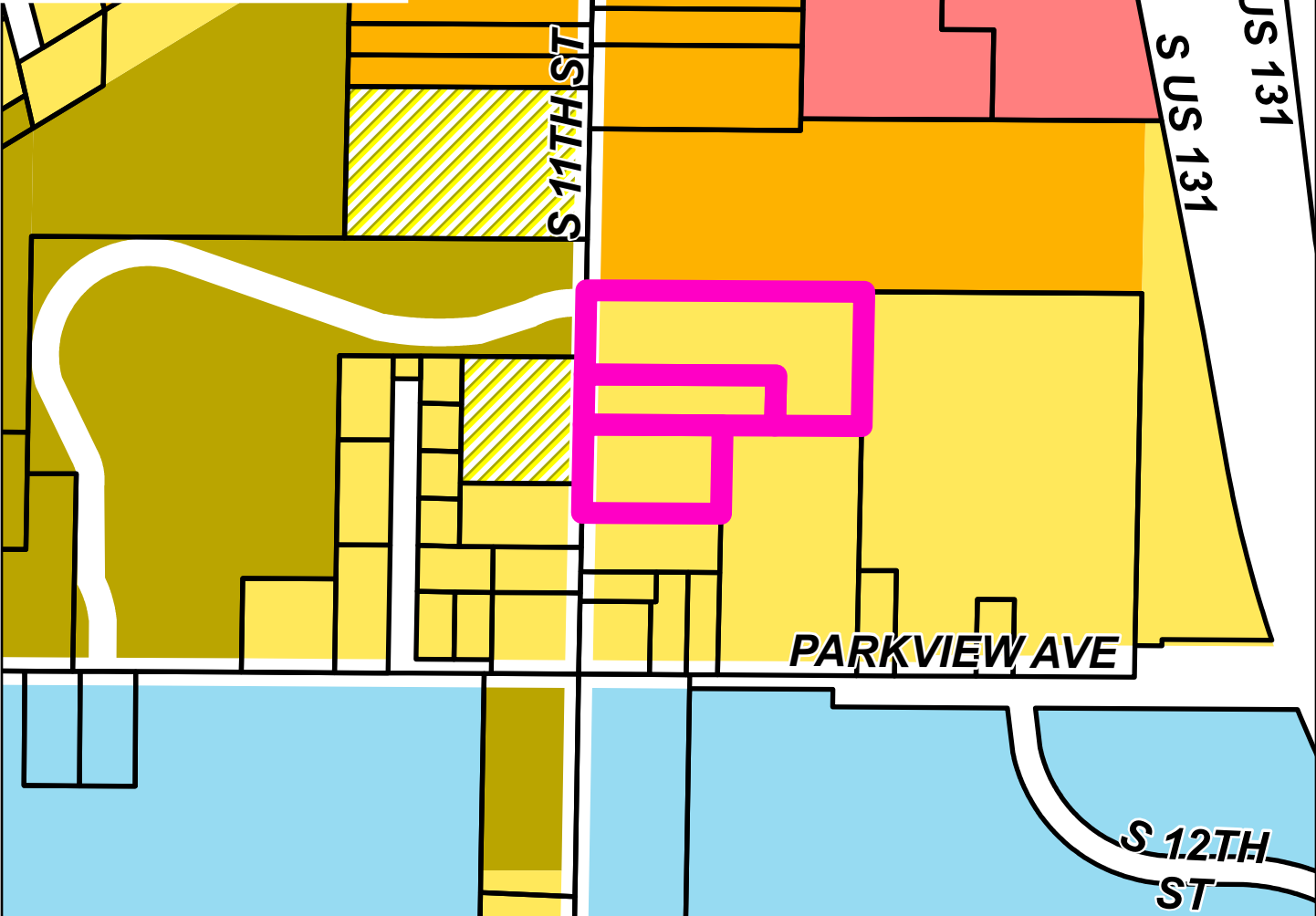
Date









- Copies to:
- Planning -1
- Applicant -1
- Clerk -1
- Deputy Clerk -1
- Attorney-1
- Assessor -1
- Planning Secretary - Original

PLEASE ATTACH ALL REQUIRED DOCUMENTS

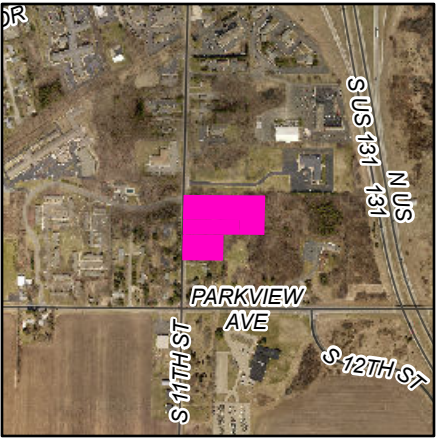


CURRENT ZONING



-  Subject Property
-  Other Property Line
-  RR - RURAL RESIDENTIAL DISTRICT
-  R2 - RESIDENCE DISTRICT
-  R3 - RESIDENCE DISTRICT
-  R4 - RESIDENCE DISTRICT
-  C - LOCAL BUSINESS DISTRICT
-  CONDITIONAL REZONING





**CURRENT
LAND USE**

Medical, Office, and
Retail Service

House of Worship

S 117TH ST

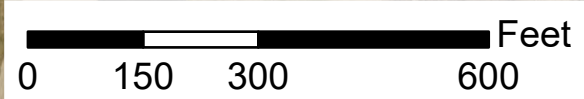
Single-Family
Residential

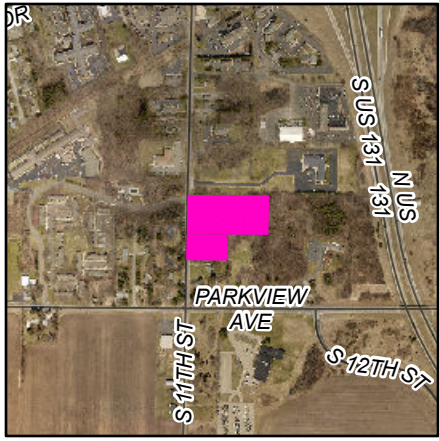
PARKVIEW AVE

S 127TH ST

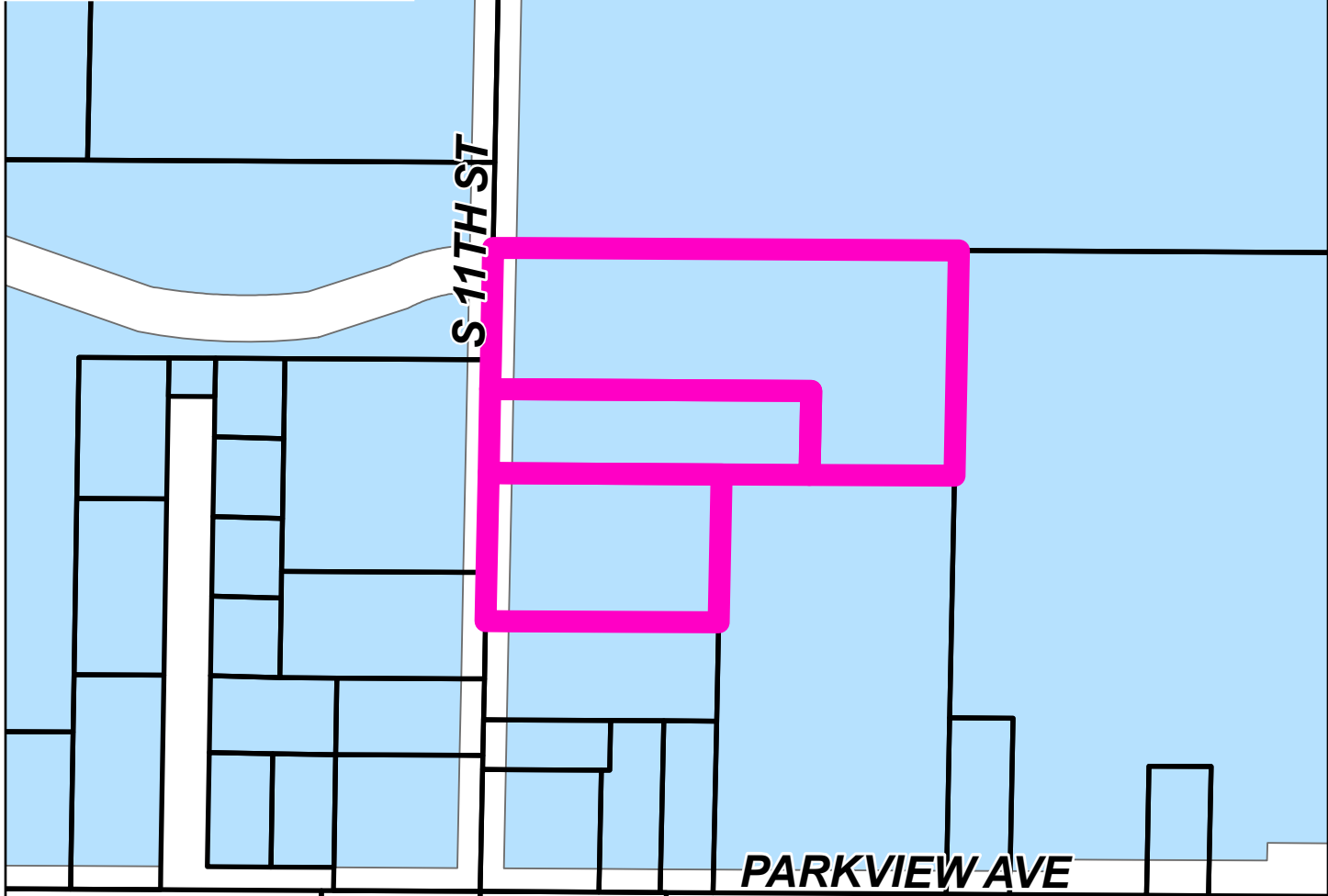
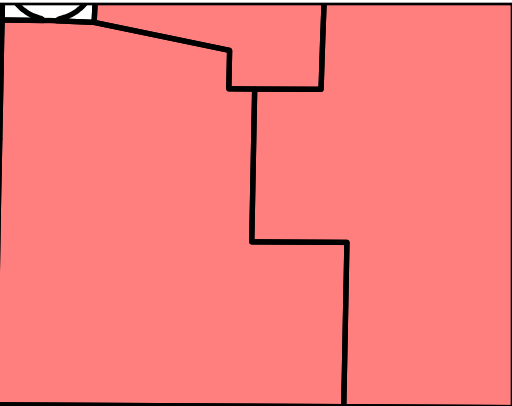







 Subject Property
 Other Property Line

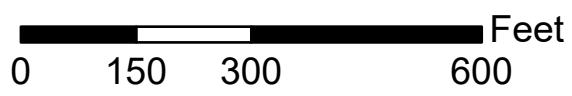




FUTURE
LAND USE



-  Subject Property
-  Other Property Line
-  General Commercial
-  Sub Area
-  Transitional Office



Transitional Office (417 acres)

Development Intensity: Medium

There are several areas in the Township that could benefit from a district that serves as a buffer between existing commercial uses and/or transportation networks and adjacent residential uses. The use of a Transitional Office District is intended to mitigate the compatibility issues that often arise between higher intensity development and residential uses.

Development envisioned for the Transitional Office District include primarily office and institutional uses. Office uses include financial institutions, professional service firms, medical facilities, and personal service establishments. This category may include buildings occupied by single professional business or a larger multi-tenant office building. Institutional uses include churches, schools, daycare centers, libraries, post offices and other public buildings, and public recreation. The District would also include medium density residential uses, such as duplexes and senior-oriented complexes.

For all areas carrying this designation, access management will be a high priority, especially along the primary roadways of the Township. In addition, regulations will need to be considered relating to size of construction and site development to ensure compatibility with adjacent residential uses and in keeping with the intent of the District as a buffer from higher intensity uses. Ensuring that development is coordinated and consistent, such as through the Planned Unit Development (PUD) process, will assist with quality, design, and function that is desired for these areas.

Transitional Office Desired Future Development Pattern

- Office, institutional, and/or medium density residential located in well-planned developments
- Protection of the existing character of the area in which it is located through design, layout, and operation
- Incorporation of access management standards
- Successful buffers and/or transitions between adjacent land uses

Village Core (119 acres)

Development Intensity: High

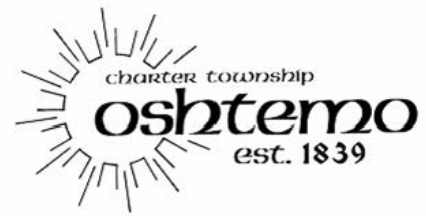
The Village Core designation is located within the boundary of the Downtown Development Authority (DDA) for Oshtemo Township and where the historic “village” of Oshtemo used to reside. This area was the site of the original settlement in the Township and served for many years as the heart of the community.

The Village Core has been the subject of a considerable amount of evaluation and analysis over the past 15 years. In that time, the DDA was created and a Development Plan prepared; a Character Plan crafted to establish a vision for the future built environment, and a Form Based Code prepared to implement that vision; and a Streetscape Plan prepared for aesthetic and pedestrian right-of-way improvements within the district.

The work of the DDA has just begun. It is their hope, as well as the Township’s, that properties in this area will redevelop, and the Village will become a unique place, identifiable within Oshtemo. By creating a walkable, mixed use, compact village center, it is desired for this area to once again serve this role.

The Master Plan supports the findings and conclusions of the plans prepared for the Village Core and incorporates them by reference. It is envisioned that as sites redevelop within this area, it will be done consistent with these documents.

4/23/2020



Meeting Date: April 30th, 2020

To: Oshtemo Township Planning Commission

From: Ben Clark, Zoning Administrator

Applicant: Ryan Vlietstra, Glas Associates

Owner: Arbor Financial Credit Union

Property: 1551 S 9th Street, parcel number 05-23-455-034

Zoning: R-3: Residence District

Request: Site plan and special use approval for a building expansion and new member service facility.

Section(s): Article 8: R-3; Article 65: Special Uses

Project Name: Arbor FCU Additions and Renovations

OVERVIEW

The subject property, located at the southeast corner of S 9th Street and Quail Run Drive, currently accommodates Arbor Financial Credit Union's headquarters and an integrated member service branch. The applicant now plans to add onto the main building in order to expand the administrative operations there. In conjunction with the 24,000 square foot addition, a new 5,128 square foot standalone member service branch is proposed on the parcel, south of the existing facility. On an adjacent property to the north, also owned by Arbor FCU, is a disused office building. The applicant plans to demolish this facility and move parking spaces there that will be displaced by construction of the new member service branch.

Per section 8.40.F of the Zoning Ordinance, banks, credit unions, and savings and loan offices are categorized as Special Uses in the R-3 zoning district, requiring approval from the Planning Commission.

GENERAL ZONING COMPLIANCE

At this time, all Zoning Ordinance requirements, including building setbacks, photometrics, and usage criteria, have been met, although the applicant does still need to combine the smaller property to the northeast with the main project parcel. This will need to be done prior to issuance of a building permit.

SITE ACCESS, CIRCULATION, AND PARKING

No new site access is proposed, but there will be considerable changes to the interior circulation and parking scheme:

1. An expanded parking area will be constructed where the disused office building to the northeast of the main facility currently stands.

2. The drive-through accommodations located on the east (back) side of the main facility will be relocated and appended to the new member service branch, making room for the 24,000 square foot expansion.
3. A handful of new parking spaces will be installed for the new branch building.

Staff also notes that the applicant is asking to defer 63 of the 277 spaces required by the Zoning Ordinance. As discussed in the attached narrative from Arbor FCU, staffing levels do not yet require the full complement of the ordinance-mandated 277 spaces, although the need is projected to rise over the next decade. As required by the Zoning Ordinance, the requested deferred spaces are conceptually illustrated on the site plan, and it is apparent that sufficient room is available to construct them once necessary. As discussed in the narrative, another parking deferment was granted to this facility in the past, and Township staff have no record of that arrangement causing parking shortages of other problems with the site. The latest deferment request overwrites any past similar actions and the parking analysis included with the site plan is up-to-date and comprehensive. Section 52.120 of the Zoning Ordinance authorizes the Planning Commission to grant parking deferment requests, provided such can be done safely, and that the deferred parking can still be installed—within ordinance requirements—should the Township deem such as necessary at any point in the future. Staff are satisfied with the deferment request and consider valid the rationale in the applicant’s narrative.

Where practical, new two-way internal vehicle circulation aisles are designed to be the customary and required 24-foot wide, but where new aisles and drives continue older, 21-foot wide surfaces, the applicant asks that they be allowed to maintain this substandard width, as widening the new paving in affected areas to 24 feet will lead to problematic incongruities in site flow which may cause practical and aesthetic issues. Section 52.50.C of the Zoning Ordinance allows for such dimensional leeway, based on consideration of the following factors:

1. Overall site circulation
 - *Staff comment: No impact or change to overall site circulation will result from granting the request. The Fire Marshal has determined that emergency vehicles will still be able to circulate through the site with the drive widths proposed.*
2. Access to public rights-of-way
 - *Staff comment: No new road connections are proposed. No impact.*
3. Public safety
 - *Staff comment: The Fire Marshal has determined that emergency vehicles will still be able to adequately circulate through the site with the drive widths proposed. Likewise, Township Planning Department staff foresee no material impact on motorists.*
4. Volume of traffic
 - *Staff comment: While the expanded facilities will presumably lead to a proportional increase in the number of vehicles on-site, the requested dimensional reduction is limited and reasonable in scope and is a continuation of certain site characteristics. Staff are not aware of the 21-foot wide drive aisles causing issues with motorists on-site.*
5. Visibility
 - *Staff comment: No impacts to visibility are anticipated.*

6. Location of nonmotorized traffic

- *Staff comment: The requested reduction in certain drive widths will not negatively impact pedestrian movement on the site. In some instances, the narrower drives will actually mean shorter crossing points as well, improving the non-motorized environment to a limited degree.*

7. Grade and slope of the drive

- *Staff comment: This request will not affect, nor is it affected by, any grading or slope issues.*

8. Other site considerations which may impact general circulation

- *Staff comment: Speaking with the project's design engineer, Planning Department staff do feel that this is a reasonable request. Mandating that aisles vary in width throughout their runs seems inadvisable and allowing a three-foot reduction in width in order to ensure orderly and reasonable site design is recommended.*

Lastly, the Township's non-motorized plan calls for a six-foot wide non-motorized facility along the subject property's S 9th Street frontage. Typically, installation of this feature would be required when other site improvements are made, but the applicant has asked that such be waived until the rest of the non-motorized network along this stretch of S 9th Street is installed. The Planning Commission does have the authority to grant such a deferment.

LANDSCAPING

The landscape plan provided meets all relevant ordinance requirements. Abundant plantings are being added to the site in order to ensure compliance, including a new perimeter buffer along Quail Run Drive. To the south, the new branch building will be flanked by new plantings and the vacant property to the south will continue to be screened from the site by an existing wooded area located on the project parcel.

ENGINEERING

Prein & Newhof, the Township's civil engineering agent, has reviewed the project site plan. The applicant addressed any preliminary concerns and no further corrections to the plan are needed.

FIRE DEPARTMENT

The Township Fire Marshal is satisfied with the site design, but before a building permit can be issued, he does request that the applicant provide him with information regarding key box installation and emergency responder radio coverage in the structure.

OTHER CONSIDERATIONS

Section 60.100 of the Zoning Ordinance provides additional review criteria for consideration when deliberating a Special Exception Use request.

A. Is the proposed use compatible with the other uses expressly permitted within the R-3: Residence zoning district?

In general, credit unions, banks, and other types of lending institutions are well suited for the R-3 district. This use is also not dissimilar to other non-residential facilities in this zoning category, including medical and administrative offices.

B. Will the proposed use be detrimental or injurious to the use or development of adjacent properties or to the general public?

While the Arbor FCU campus is an exceptionally large facility, the property on which it is located is well buffered from nearby residential uses thanks to natural wooded areas and intentional tree plantings on-site, and most of the property adjacent to the project parcel is vacant. With this expansion, Township staff foresee no detriment or injury to adjacent properties or the general public.

C. Will the proposed use promote the public health, safety, and welfare of the community?

Although some increase in daily vehicle trips is expected once the project is completed, staff anticipate no impact on public health, safety, and welfare.

D. Will the proposed use encourage the use of the land in accordance with its character and adaptability?

No new uses will be introduced to the property with this project—only an expansion and reconfiguration of what is already present. This project is in accordance with the property's character and will not hinder its adaptability.

RECOMMENDATION

Based on the findings included in this report, Township Planning Department staff recommend special use and site plan approval for the Arbor FCU expansion and construction of a new member service branch. If the Planning Commission does approve this item, staff also asks that the following conditions of approval be included:

1. The Planning Commission approves the requested deferment of 63 parking spaces, as illustrated on the project site plan. OR if the Planning Commission requires installation of the facility at this time, then updated engineering design details of the facility shall be provided to Township staff to be administratively reviewed and approved prior to issuance of a building permit.
2. The Planning Commission approves the 21-foot wide two-way drive aisles where illustrated on the project site plan. OR if the Planning Commission requires the installation of the 24-foot wide two-way drive aisles at this time, then updated engineering design details of the facility shall be provided to Township staff to be administratively reviewed and approved prior to issuance of a building permit.

3. If the Planning Commission does grant the requested deferment of construction of the six-foot wide non-motorized facility along S 9th Street until the rest of the non-motorized network along this stretch of S 9th Street is installed, the applicant shall provide the Township with a legally binding device ensuring such prior to the issuance of a building permit. OR the Planning Commission can elect that the applicant sign a non-motorized SAD form prior to issuance of a building permit. OR if the Planning Commission requires installation of the facility at this time, then engineering design details of the facility shall be provided to Township staff to be administratively reviewed and approved prior to issuance of a building permit.
4. Prior to issuance of a building permit, the applicant shall provide the Township Fire Marshal with any necessary information regarding key box installation and emergency responder radio coverage.
5. Prior to the issuance of a building permit, the property owner shall combine the two constituent parcels that comprise the project site.

Respectfully Submitted,



Ben Clark
Zoning Administrator

Attachments: Application
Site Plan Excerpts
Parking Deferment Request
Aerial Map



7275 W. Main Street, Kalamazoo, Michigan 49009-9334
Phone: 269-216-5223 Fax: 269-375-7180

PLEASE PRINT

PROJECT NAME & ADDRESS

Arbor Credit Union, 1551 S. 9th St, Kalamazoo MI 49009

PLANNING & ZONING APPLICATION

Applicant Name : Ryan Vlietstra

Company Glas Associates

6339 Stadium Drive

Address Kalamazoo, MI 49009

E-mail ryan@glasassociates.com

269.353.7737

Telephone _____ Fax _____

Interest in Property Construction Manager

THIS
SPACE
FOR
TOWNSHIP
USE
ONLY

OWNER*:

Name Arbor Financial Credit Union

Address 1551 South 9th Street

Kalamazoo, MI 49009

Email tphelps@arborfcu.org

269.544.3438

Phone & Fax _____

Fee Amount _____

Escrow Amount _____

NATURE OF THE REQUEST: (Please check the appropriate item(s))

- | | |
|--|---|
| <input type="checkbox"/> Planning Escrow-1042 | <input type="checkbox"/> Land Division-1090 |
| <input checked="" type="checkbox"/> Site Plan Review-1088 | <input type="checkbox"/> Subdivision Plat Review-1089 |
| <input type="checkbox"/> Administrative Site Plan Review-1086 | <input type="checkbox"/> Rezoning-1091 |
| <input checked="" type="checkbox"/> Special Exception Use-1085 | <input type="checkbox"/> Interpretation-1082 |
| <input type="checkbox"/> Zoning Variance-1092 | <input type="checkbox"/> Text Amendment-1081 |
| <input type="checkbox"/> Site Condominium-1084 | <input type="checkbox"/> Sign Deviation-1080 |
| <input type="checkbox"/> Accessory Building Review-1083 | <input type="checkbox"/> Other: _____ |

BRIEFLY DESCRIBE YOUR REQUEST (Use Attachments if Necessary):

Site plan approval for construction of branch financial institution and addition onto main building.

LEGAL DESCRIPTION OF PROPERTY (Use Attachments if Necessary):

See attached

PARCEL NUMBER: 3905- 05-23-455-034 & 05-23-455-026

ADDRESS OF PROPERTY: 1551 S. 9th St., Kalamazoo MI 49009

PRESENT USE OF THE PROPERTY: Arbor CU

PRESENT ZONING R-3 Residence District **SIZE OF PROPERTY** 13.68 acres (total of two lots)

NAME(S) & ADDRESS(ES) OF ALL OTHER PERSONS, CORPORATIONS, OR FIRMS HAVING A LEGAL OR EQUITABLE INTEREST IN THE PROPERTY:

Name(s)

Address(es)

SIGNATURES

I (we) the undersigned certify that the information contained on this application form and the required documents attached hereto are to the best of my (our) knowledge true and accurate. I (we) acknowledge that we have received the Township's Disclaimer Regarding Sewer and Water Infrastructure. By submitting this Planning & Zoning Application, I (we) grant permission for Oshtemo Township officials and agents to enter the subject property of the application as part of completing the reviews necessary to process the application.

Jammy D. Phelps

Owner's Signature (* If different from Applicant)

03.09.2020

Date

Ben R. Miestra

Applicant's Signature

03.09.2020

Date

- Copies to:
- Planning -1
- Applicant -1
- Clerk -1
- Deputy Clerk -1
- Attorney -1
- Assessor -1
- Planning Secretary - Original

PLEASE ATTACH ALL REQUIRED DOCUMENTS

ZONING REQUIREMENTS

ZONING
 THE SITE IS ZONED R-3 (RESIDENCE DISTRICT)
 BUILDING SETBACKS: 9TH STREET - 70' FROM ROAD ROW
 REAR - 20'/50' ABUTTING RESIDENTIAL

PROPOSED USE
 CREDIT UNION HEADQUARTERS / BRANCH BUILDING

BUILDING INFORMATION
 MAIN BUILDING (HEADQUARTERS) ADDITION: 24,000 SFT
 TOTAL BUILDING (EXISTING & ADDITION) NET (USABLE) FLOOR AREA = 37,858 SFT*
 BUILDING HEIGHT = 33'-8"±

BRANCH BUILDING: 5,128 SFT
 TOTAL NET (USABLE) FLOOR AREA = 3,590 SFT (70% USABLE FLOOR AREA)
 BUILDING HEIGHT = 22'-6"±

*SEE NET PARKING AREA CALCULATION SHEET

PARKING
 EXISTING PARKING: 176 SPACES
 EXISTING PARKING REMOVED: 76 SPACES
 PARKING SPACES REQUIRED:

MAIN BUILDING:
 OFFICE USE = 1 SPACE PER 150 SFT USABLE FLOOR AREA
 37,858 SFT / 150 SFT = 253 SPACES

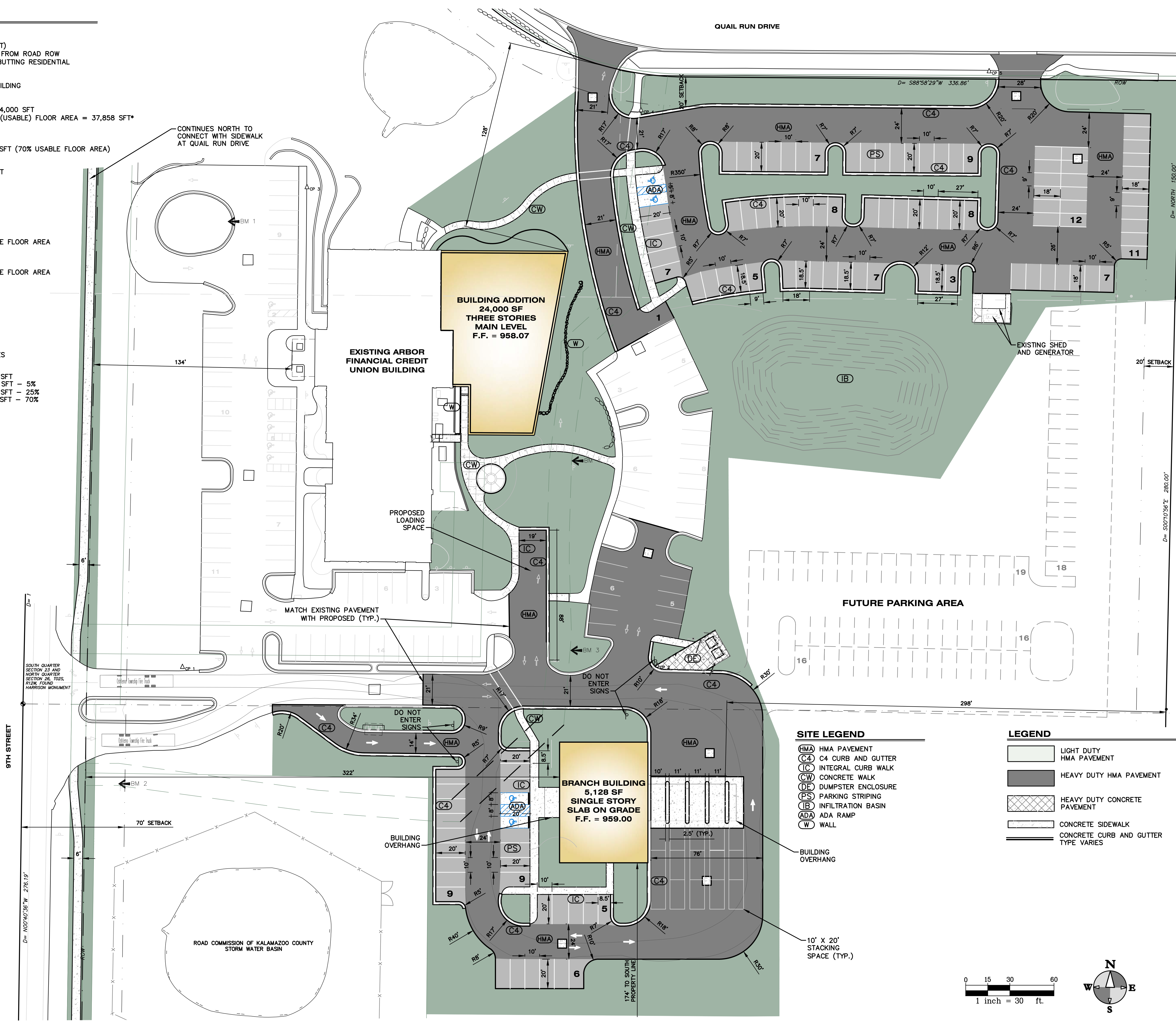
BRANCH BUILDING:
 OFFICE USE = 1 SPACE PER 150 SFT USABLE FLOOR AREA
 3,590 SFT / 150 SFT = 24 SPACES

TOTAL SITE PARKING PROVIDED:

EXISTING PARKING STALLS: 100 SPACES
 PROPOSED NORTHEAST LOT: 85 SPACES
 BRANCH BUILDING: 29 SPACES
 NET DEFERRED/FUTURE: 69 SPACES
 TOTAL: 283 SPACES

BARRIER FREE PARKING PROVIDED: 11 SPACES

LOT COVERAGE
 TOTAL SITE AREA: 594,901 SFT
 BUILDING AREA: 29,630 SFT - 5%
 PAVEMENT/SIDEWALK AREA: 149,456 SFT - 25%
 PERVIOUS AREA: 415,815 SFT - 70%

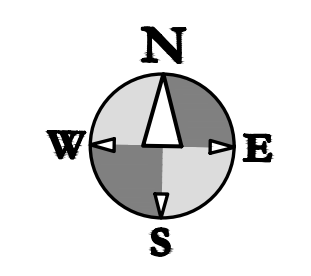
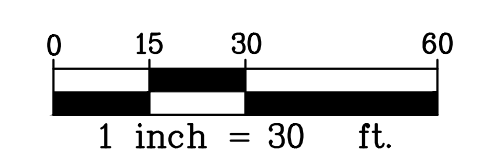


SITE LEGEND

- (HMA) HMA PAVEMENT
- (C4) C4 CURB AND GUTTER
- (IC) INTEGRAL CURB WALK
- (CW) CONCRETE WALK
- (DE) DUMPSTER ENCLOSURE
- (PS) PARKING STRIPING
- (IB) INFILTRATION BASIN
- (ADA) ADA RAMP
- (W) WALL

LEGEND

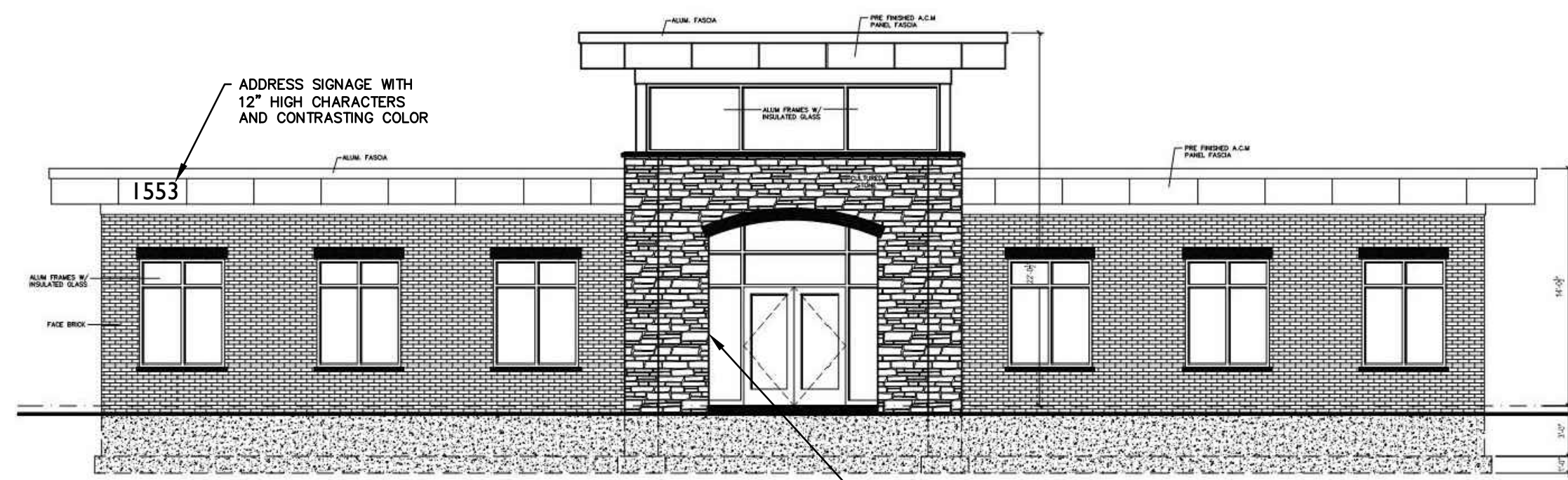
- [Symbol] LIGHT DUTY HMA PAVEMENT
- [Symbol] HEAVY DUTY HMA PAVEMENT
- [Symbol] HEAVY DUTY CONCRETE PAVEMENT
- [Symbol] CONCRETE SIDEWALK
- [Symbol] CONCRETE CURB AND GUTTER TYPE VARIES



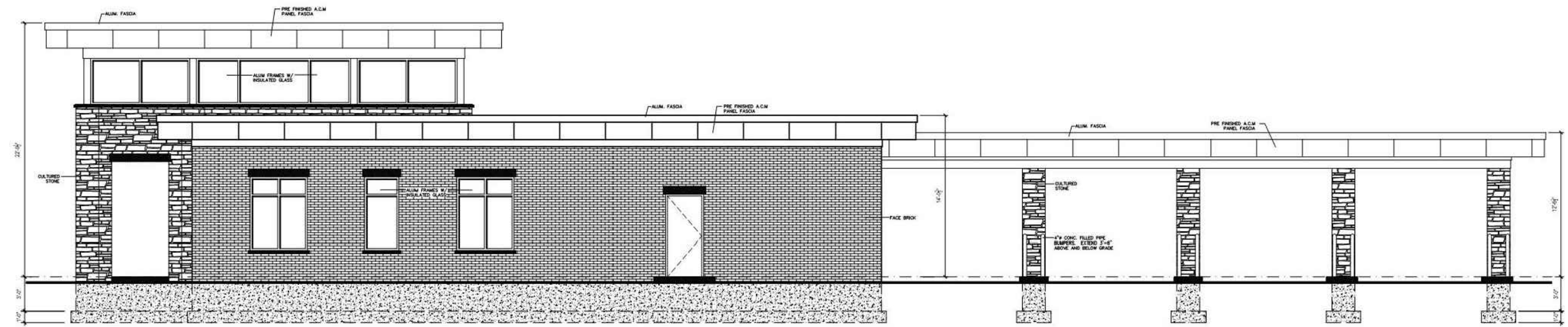
Addition & Renovations to:
Arbor Financial Credit Union
Corporate Offices/New Branch
1551 South 9th Street
Kalamazoo, MI 49009



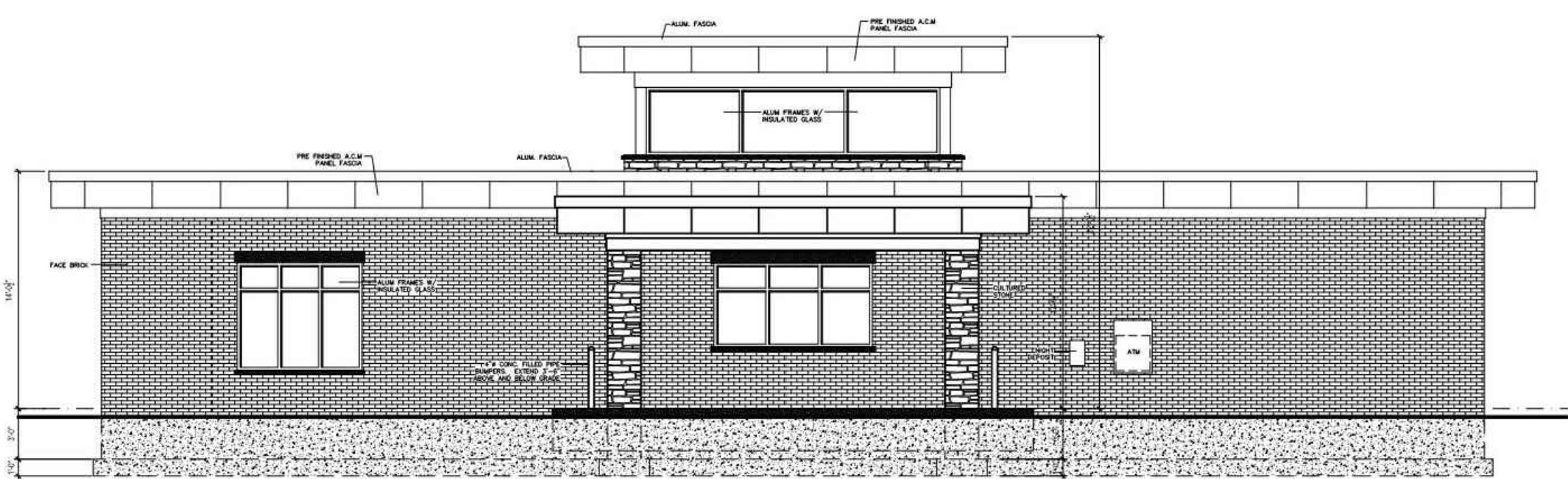
SKETCH OF BRANCH - NORTHWEST CORNER
NOT TO SCALE



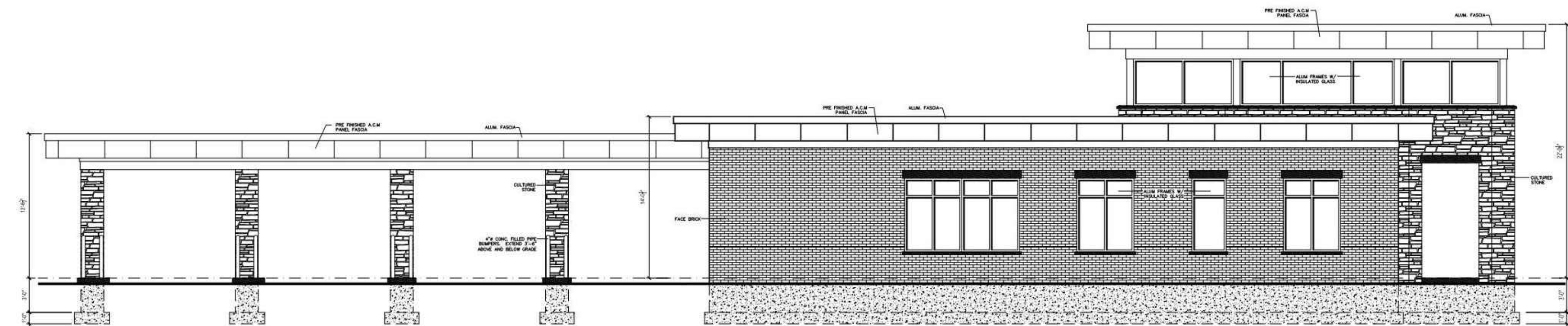
WEST ELEVATION
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"



EAST ELEVATION
SCALE: 1/8" = 1'-0"



NORTH ELEVATION
SCALE: 1/8" = 1'-0"

sheet name
BRANCH
EXTERIOR ELEVATIONS

project number
20014

drawing date
SITE PLAN SUBMITTAL
April 8, 2020

sheet number
A3.0



EAST ELEVATION
SCALE: 1/8" = 1'-0"



SOUTH ELEVATION
SCALE: 1/8" = 1'-0"

Addition & Renovations to:
Arbor Financial Credit Union
Corporate Offices
1551 South 9th Street
Kalamazoo, MI 49009



sheet name

**CORPORATE OFFICE
EXTERIOR ELEVATIONS**

project number

20014

drawing date

**SITE PLAN SUBMITTAL
April 8, 2020**

sheet number

A3.2



April 2, 2020

Mr. Ben Clark, Zoning Administrator
 Charter Township of Oshtemo
 7275 West Main Street
 Kalamazoo, MI 49009

RE: Arbor Financial Credit Union
 9th Street Campus Parking Requirements

Dear Ben:

The purpose of this letter is to request a deferment of a portion of the parking required by the Oshtemo Township Zoning Ordinance on our 9th Street campus. Our natural setting is very important to both our staff and our members, and we are committed to maintaining as many of our existing trees and other vegetation as possible in order to protect the wildlife habitat and maximize pervious surface.

We have developed a ten-year staffing plan to project the staff that will be working on our 9th Street campus. Based on this plan we have also projected the parking that will be required on this site based on conservative assumptions. We have assumed a minimal amount of diversity although we are moving towards more remote working. We have based the visitor projections on maximum number of concurrent visitors anticipated.

Here are our projected parking needs and parking available:

	<u>Current</u>	<u>2021</u>	<u>2024</u>	<u>2026</u>	<u>2031</u>
Corporate Office Staff	110	119	172	201	230
Corporate Office Visitors	5	5	10	15	20
Branch Staff	12	12	15	15	15
Branch Walk-in Visitors	10	10	10	10	10
TOTAL PROJECTED NEED	137	146	207	241	275
TOTAL SPACES AVAILABLE	176	214	214	277*	277*

*Assuming additional deferred parking is constructed

We are therefore requesting a deferment of 63 spaces or 22% of the 277 spaces required by the ordinance. We estimate this will meet our needs beyond 2024 at which time we will reassess, based on our on-site staff counts and add additional parking, if required. In the site plan submittal of our last expansion in 2008, we received a deferment of 77 spaces out of a required 200 spaces or 38%, so this deferment is a significantly lower percentage than on the previous project. Our site plan submission indicates where the parking will be located.

Sincerely,

Tammy Phelps
 Vice President Operations

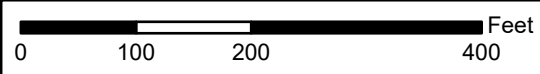
ARBOR FCU PROJECT LOCATION

QUAIL RUN DR






S 9TH ST

05-23-455-026

05-23-455-034



The information included on this map is for illustrative purposes only. No warranty on behalf of Oshtemo Charter Township, expressed or implied, is made regarding accuracy, adequacy, completeness, legality, reliability or usefulness of any information.

	Subject Property
	Other Property Line
ZONING	
	R-2
	R-3
	R-5

March 19, 2020



Mtg Date: April 30, 2020

To: Planning Commission

From: Iris Lubbert, AICP
Planning Director

Applicant: Center Point Church

Owner: Jeff Kimmel

Property: 2345 North 10th Street
Parcel number 3905-11-280-045

Zoning: R-2, Residence District

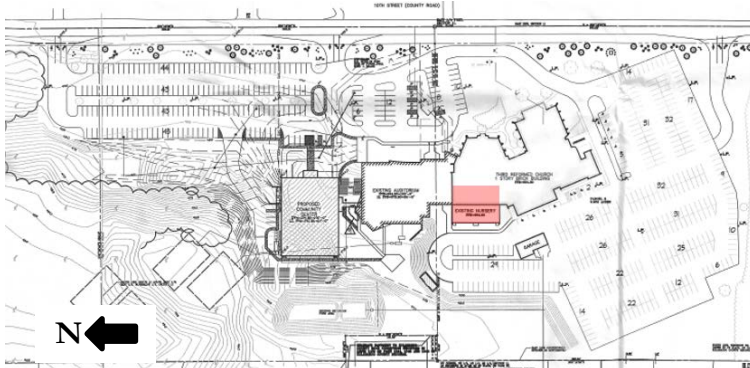
Request: A Special Use approval for a private pre-school for up to 110 children

Section(s): Section 7.40 Special Uses, Public and Private Schools
Section 65.30: Special Use Review Criteria
Article 49: Special Use Requirements

Project Name: Starting Point Day Care

PROJECT SUMMARY

Center Point Church is requesting special use approval to establish a private preschool to serve up to 110 children, 30 months to age 5, at the existing church facilities located at 2345 N. 10th Street. The applicant is proposing to renovate approximately 8,000 square feet of underutilized space within their 77,000



Excerpt from the property's approved 2007 Site Plan

square foot facility to service this use, see area highlighted in red in the image to the left. If approved, this request would not change the footprint of the building nor the site layout.

2345 N 10th Street falls entirely within the R-2, Residence District. Uses permitted in the R-2 zoning district are outlined in Article 7 of the Township's Zoning Code. *Public and private schools* are identified as a Special Use within

this section and requires the Planning Commission’s review and approval.

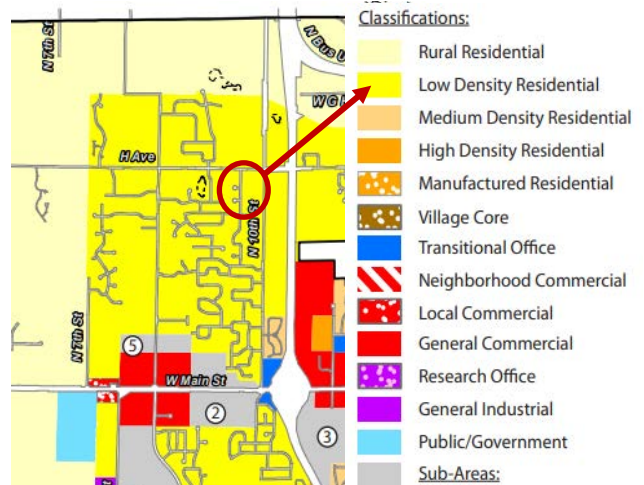
ANALYSIS

When reviewing a Special Use there are two sets of criteria that need to be considered: the general Special Use review criteria outlined in Section 65.30 and the specific requirements for the use in question outlined under Article 49. Below is an analysis of the proposal against these two Sections. Overall, the requirements of both Section 65.30 and Article 49 have been met.

Section 65.30: Special Use Review Criteria:

A. Master Plan/Zoning Ordinance: The proposed use will be consistent with the purpose and intent of the Master Plan and Zoning Ordinance, including the District in which the use is located.

1. **Master Plan:** The Township’s Future Land Use Map shows this area as being Low Density Residential, see excerpt to the right. This is consistent with the property’s current R-2 zoning classification and the proposed use, see analysis under Zoning Ordinance below.



2. **Zoning Ordinance:** The intent of the R-2 District, outlined in Article 7, is to be “designed as a suburban residential district to permit a greater density of residential development than is provided in the rural districts of the Township, together with other residentially related facilities and activities which would serve the inhabitants of the area”. All uses outlined in this Article, whether a permitted use, permitted use with conditions, or a special use, are generally considered compatible with this district’s intent. The proposed private school is an identified special use within the R-2 district and therefore consistent with the Zoning Ordinance.

B. Impacts:

1. **The proposed use would be compatible, harmonious and appropriate with the existing or planned character and uses of adjacent properties; meaning the proposed use can coexist with neighboring uses in a stable fashion over time such that no neighboring use is unduly negatively impacted.** The Township has already determined that a church at this location is compatible with the planned character of the area and the existing surrounding uses. Center Point Church has a large facility, 77,000 square feet, that supports a congregation of about 1,200 people. The proposed preschool, like a house of worship, is also an institutional use. Converting 8,000 of the Church’s 77,000 square feet into a preschool expands the types of institutional uses of the property but does not change its character nor its compatibility with other uses allowed in the District.

2. **Potentially adverse effects arising from the proposed use on adjacent properties would be minimized through the provision of adequate parking, the placement of buildings, structures and entrances, as well as the location of screening, fencing, landscaping,**

buffers or setbacks. The proposed preschool will utilize a portion of the Church's facilities and parking lot. The back of the building, where the preschool is proposed to be located, is approximately 300 feet from neighboring residential properties. There will be no change to the site layout. The Church currently provides 597 parking spaces onsite, 197 more spaces than required by the Zoning Code. A preschool servicing 110 students with 25 full and part time staff requires 62 parking spaces (Section 52.110.E.3). If the preschool is approved, the site would still have an excess of 135 spaces. The proposed special use would not have a negative impact on parking onsite and will in end effect bring the property closer to compliance with the intent of the current parking requirements to minimize excessive areas of pavement.

- 3. The proposed use would not be detrimental, hazardous, or disturbing to existing or future adjacent uses or to the public welfare by reason of excessive traffic, noise, smoke, odors, glare, or visual clutter.** The proposed private school, though run separately following Michigan's Licensing and Regulatory Affairs (LARA) standards, would become one of the Center Point Church's services to the community. This property already accommodates, and neighbors are accustomed to, the traffic flow generated by the Church's Sunday services and special events. The proposed use would operate Monday through Friday offering full day programs for all Preschool age children with a half-day option. The applicant notes that their earliest available drop off time would be 8 a.m. and latest available pick up time of 6 p.m. The traffic generated by the preschool would not conflict with nor be as impactful as the traffic generated by the Church.

- C. Environment: The natural features of the subject property shall only be cleared or altered to the extent necessary to accommodate site design elements, particularly where the natural features assist in preserving the general character of the area.** - No changes to the site are planned that would negatively impact existing natural features.

- D. Public Facilities: Adequate public and/or private infrastructure and services already exist or would be provided, and will safeguard the health, safety, and general welfare of the public.** The proposed use should not be a hindrance to public health, safety, and welfare. The conversion of a portion of this property into a preschool will slightly intensify traffic in the area during times of drop-off and pick-up. However, this change should not significantly impact the level of service for 10th Street.

- E. Specific Use Requirements: The Special Use development requirements of Article 49.** Article 49 currently has no additional requirements for the consideration of a private or public school within the Township.

Article 49 Requirements for Special Use: Not applicable. See E above.

RECOMMENDATION

Planning Department staff are satisfied that the project meets all Special Use requirements and recommends that the Planning Commission grant Special Use approval for the private preschool for up to 110 children, subject to the following conditions:

1. Prior to the Certificate of Occupancy, documentation is provided to staff verifying that the proposed preschool's curriculum, construction, staffing etc. have meet Michigan's Licensing and Regulatory Affairs (LARA) preschool standards.
2. The Preschool will run Monday through Friday with the earliest available drop off time of 8 a.m. and latest available pick up time of 6 p.m.

Thank you.

Attachments: Letter of Intent
Location Map
Letter of support from neighboring property owner



2345 North 10th Street
Kalamazoo, MI 49009
(269) 375-4815
www.cpkzoo.org

326 W. Cork Street
Kalamazoo, MI 49001
(269) 344-4120
www.cpkzoo.org

April 24, 2020

Executive Summary: Request for Special use zoning

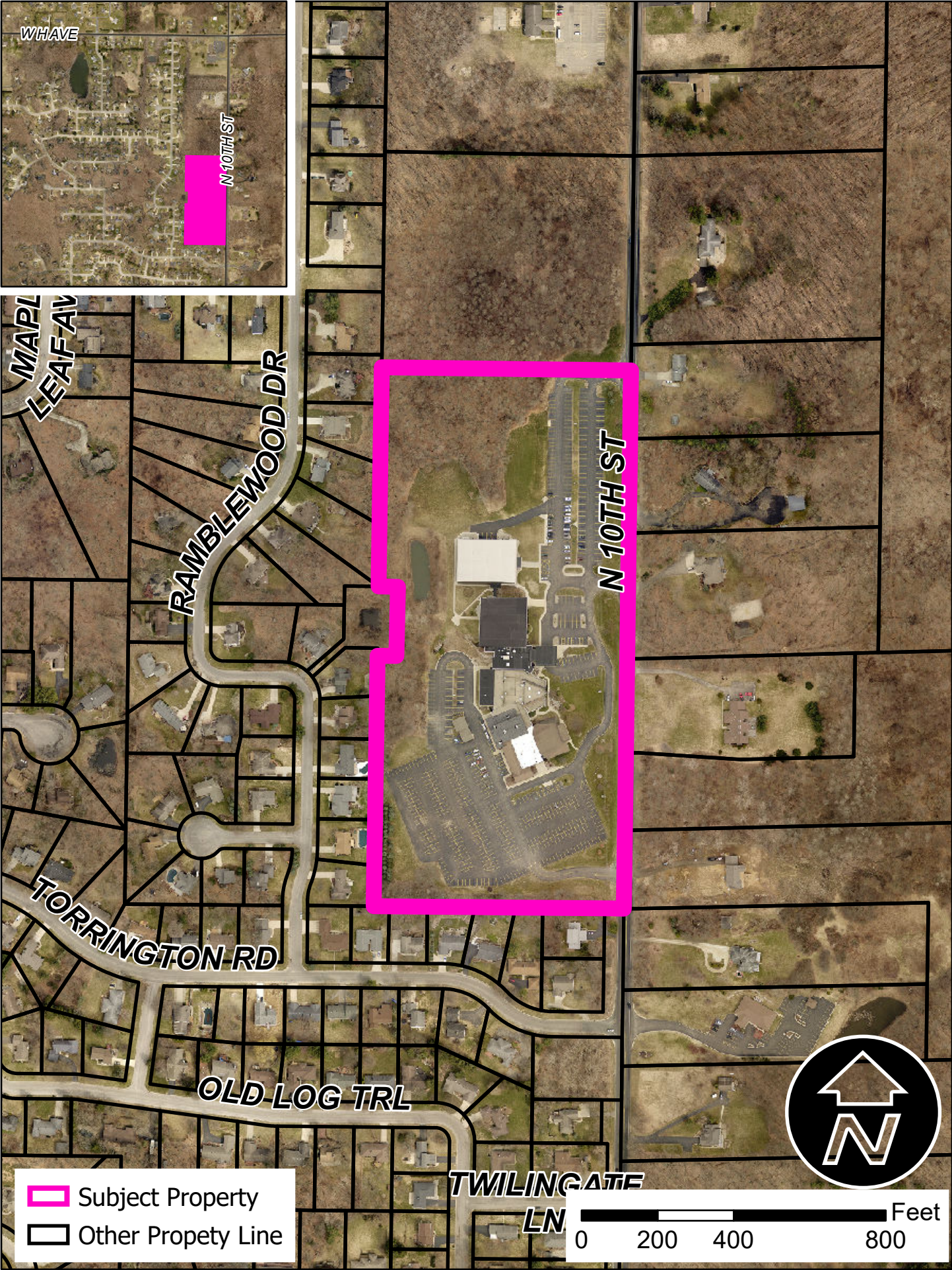
Centerpoint Church, located at 2345 North 10th Street, is seeking “Special Use” zoning approval for our Preschool. Starting Point Preschool will be a full day Preschool serving families with children 30 months to age 5. There is no need for an expansion or change in the footprint of the actual building, Simply an expansion of services. This expansion of services will be accomplished by using the currently under-utilized portion of the building. From a neighborhood impact standpoint we currently have ample parking and again hope to utilize what has been under-utilized to date.

The number of students and staff is based on LARA standards and our goal is to serve over up to 110 students based on the 35 square foot per child standard. Our anticipated staffing would be 25 full and part-time staff. Monday through Friday as many as 13 members of staff could be on site at any one time. Starting Point would offer full day programs for all Preschool age children with a half-day option. Full day programs are Monday through Friday and the earliest available drop off time of 8 a.m. and latest available pick up time of 6 p.m. The preschool would occupy 8,000 sf of our 97,000 sf facility.

A long time pillar of the Kalamazoo community, Centerpoint Church is a thriving congregation of over 1,000 members who are actively living out their faith by significant engagement and service to the local community. This Preschool is more than a service to our community, it is part of our ministry. By offering this service we impact Families not just students and in doing so we make Oshtemo a better place to live.

Our curriculum is based on LARA guidelines as well as expanded education. Simply stated we are not just offering Reading, Writing and Arithmetic, rather all of those with the ability to include physical education, Spanish and Music. The availability of a full Gym, exterior play area and 2 auditoriums make Starting Point a special facility that no other Preschool in Kalamazoo and the surrounding area can offer.

As a Church, we believe supporting our community in as many ways as possible is our mission. Starting Point Preschool is a significant part of achieving that mission.



March 5, 2020

Planning Commission, Township Hall
7275 W. Main Street
Kalamazoo MI 49009

RE: Zoning item #2

We would have no objection to CenterPoint Church establishing a private pre-school for 106 children, or more if needed in the future. It is nice to have a safe environment with qualified individuals to care for the children in this area so definitely want to see this approved.

We feel that CenterPoint Church has done a lot for the community, specifically food bank, free community events and The Point community center. They continually reach out to the neighborhood and the entire City of Kalamazoo to make things better.

Sincerely,



Debra L DeMink



Richard J Cooper



March 19, 2020

Mtg Date: April 30, 2020

To: Planning Commission

From: Ben Clark, Zoning Administrator
Iris Lubbert, AICP, Planning Director

Subject: Public Hearing – Amendments to Section 18.40 Special Uses and Section 35.40 Special Uses

Township Planning Department staff have recently been approached by a perspective property owner who is interested in establishing a wedding/event venue within the commercial portion of the 9th Street and West Main Zoning Overlay. Examining the Township’s Zoning Ordinance, staff found that no such use is identified as allowable in any zoning district in Oshtemo, despite a handful of such businesses having been located here in the past. In some cases, such as with the Delta Marriott Hotel on S 11th Street, the convention center there, is considered an accessory element to the primary use of the property. In the case that prompted this proposal, the event space would be the property’s primary use.

A general tenant of local zoning is that no reasonable use of land can be outright prohibited in any community and must be allowed somewhere. In the interest of adhering to accepted legal convention and good planning practice, staff proposes a text amendment to the Zoning Ordinance to allow Assembly and Convention Halls as a Special Use in the C, Local Business District and the 9th Street and West Main Overlay Zone. Both zoning districts are appropriate locations for this use based on their character and intent. At this time, in order to mitigate any unforeseen consequences or impacts of this use to nearby properties, staff recommends making Assembly and Convention Halls a Special Use so that the Township can impose any necessary restrictions on a case by case basis. As the Township gains experience with Assembly and Convention Halls as a primary use, additional criteria can be developed, other zoning districts considered, and the use potentially even transitioned from a Special Use to a Permitted Use with Conditions, which would allow for administrative review and approval.

The Planning Commission initially reviewed the proposed amendment at their regular February 27th meeting. After discussion, the Commission agreed to move forward with the proposed changes to Sections 18.40 and 35.40 and set a Public Hearing for their meeting on March 26th. A notice for the Public Hearing was published on Tuesday, March 10, 2020.

Thank you.

Attachments: Proposed Amendment to Sections 18.40 and 35.40
Oshtemo Township Zoning Map

18.40 SPECIAL USES

- A. **Assembly and Convention Halls**
- B. Child care centers.
- C. Funeral homes.
- D. Private clubs.
- E. Parks of ten acres or less in size, subject to the conditions and limitations set forth at Section 49.90 of this Ordinance.
- F. Nursing, convalescent, handicapped, or senior citizens' homes.
- G. Drive-in service window or drive-through services for businesses.
- H. Retail lumber yards.
- I. New and/or used car sales lots; recreational vehicle sales lots; mobile home sales lots outside of mobile home parks; farm machinery and other equipment sales lots; boat sales lots; and other businesses involving substantial outdoor sales or activities connected with retail sales.
- J. Crematories.
- K. Skating rinks, bowling alleys, indoor recreational facilities and health clubs.
- L. Filling stations, carwashes, public garages or service stations, excluding auto body and auto paint shops.
- M. Drive-in theatres.
- N. Buildings and regulator stations for essential services.
- O. Temporary outdoor events (lasting more than one day).
- P. Brewpub.
- Q. Microbrewery.
- R. Wine Tasting Room.
- S. Craft food and beverage production facility, limited to 8,000 square feet gross floor area.
- T. Communication towers.
- U. Earth removal, quarrying, gravel processing, mining, related mineral extraction businesses, and landfill gas recovery processing facilities.
- V. Private streets.
- W. Wind energy conversion systems.

35.40 SPECIAL USES

- A. Residential

The following uses may be located within the 9th Street Residential and the West Main Street Residential section of the Overlay District subject to Special Use approval:

1. Group day care home.
2. Residential planned unit development subject to Article 41.
3. Golf courses, parks, and outdoor recreational areas.

4. Buildings and regulator stations for essential services.
5. Public and private schools.

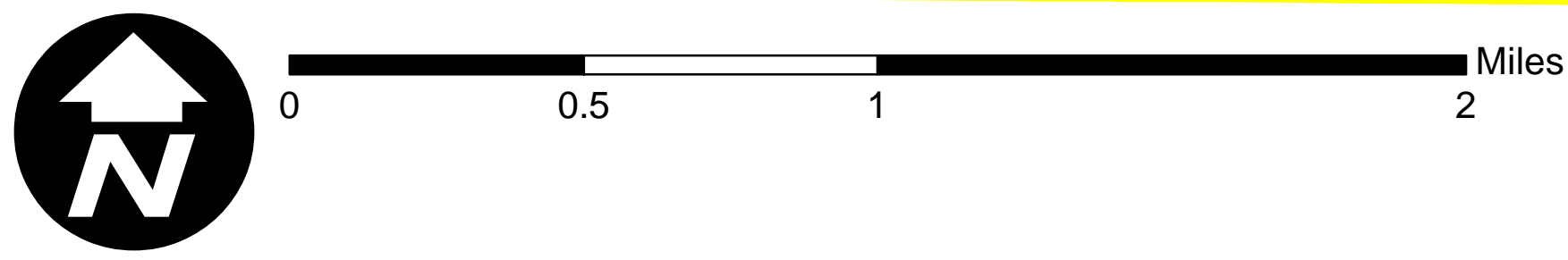
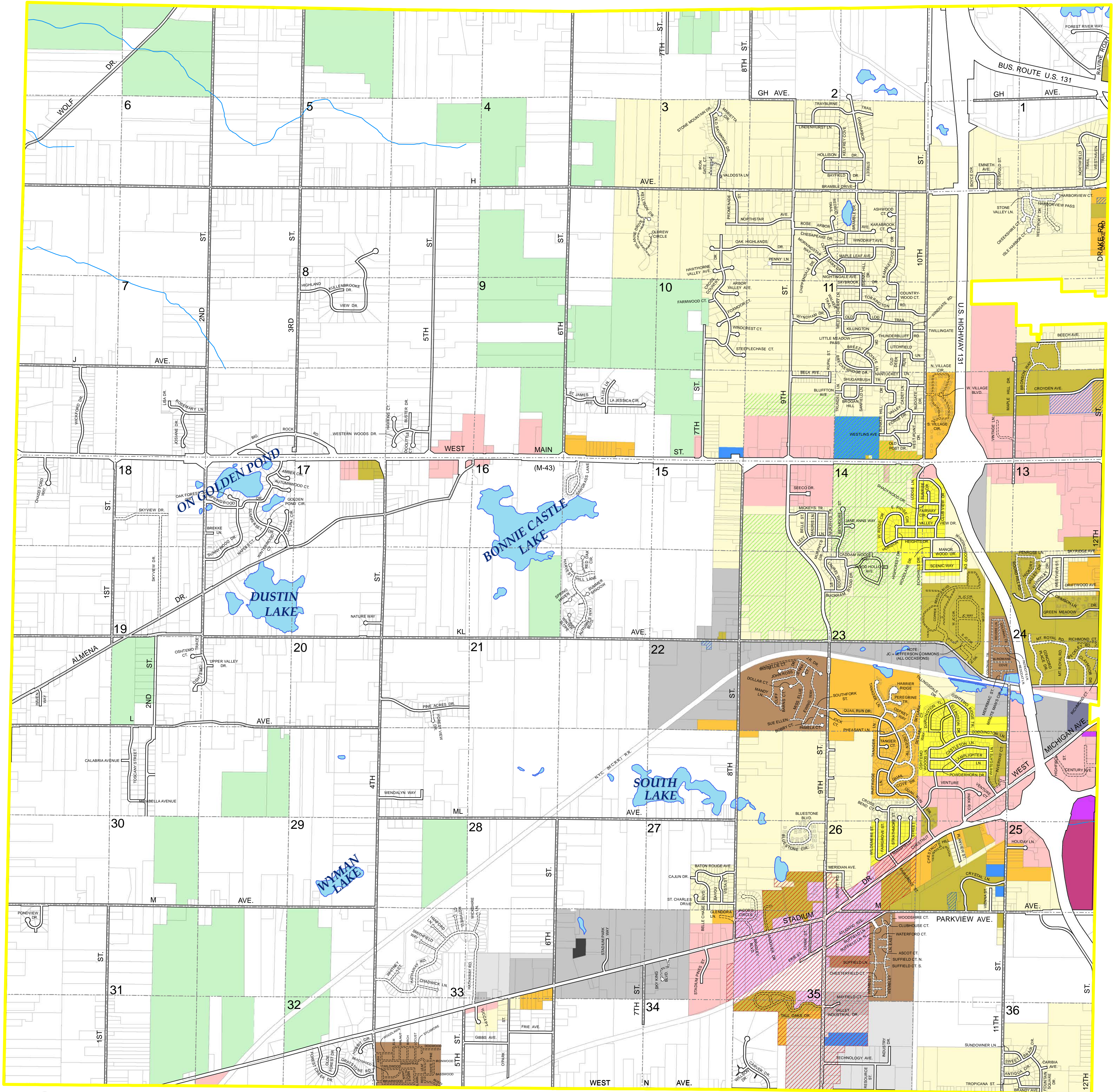
B. Commercial

The following uses may be located within the 9th Street Commercial and the West Main Street Commercial section of the Overlay District subject to Special Use approval:

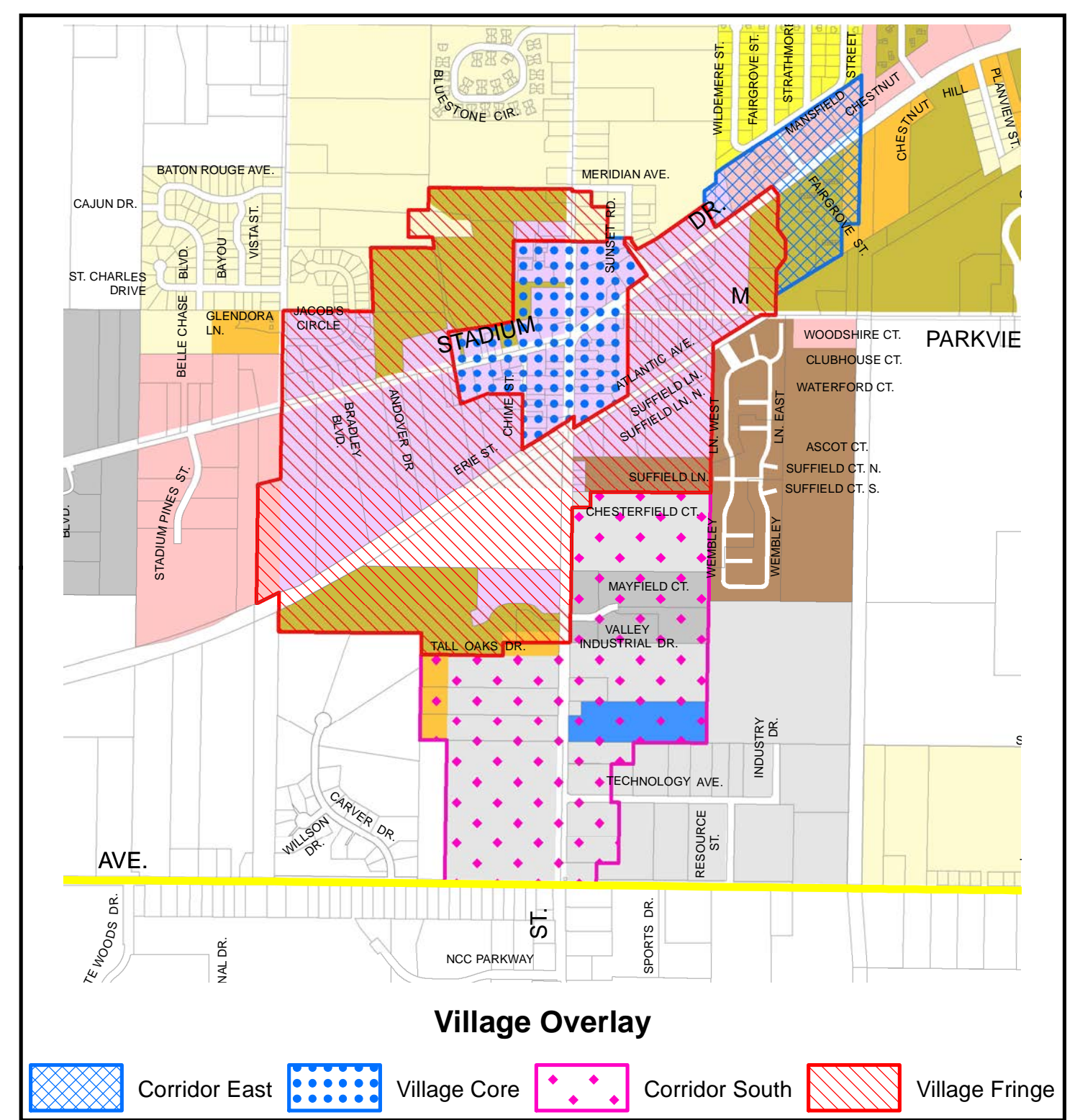
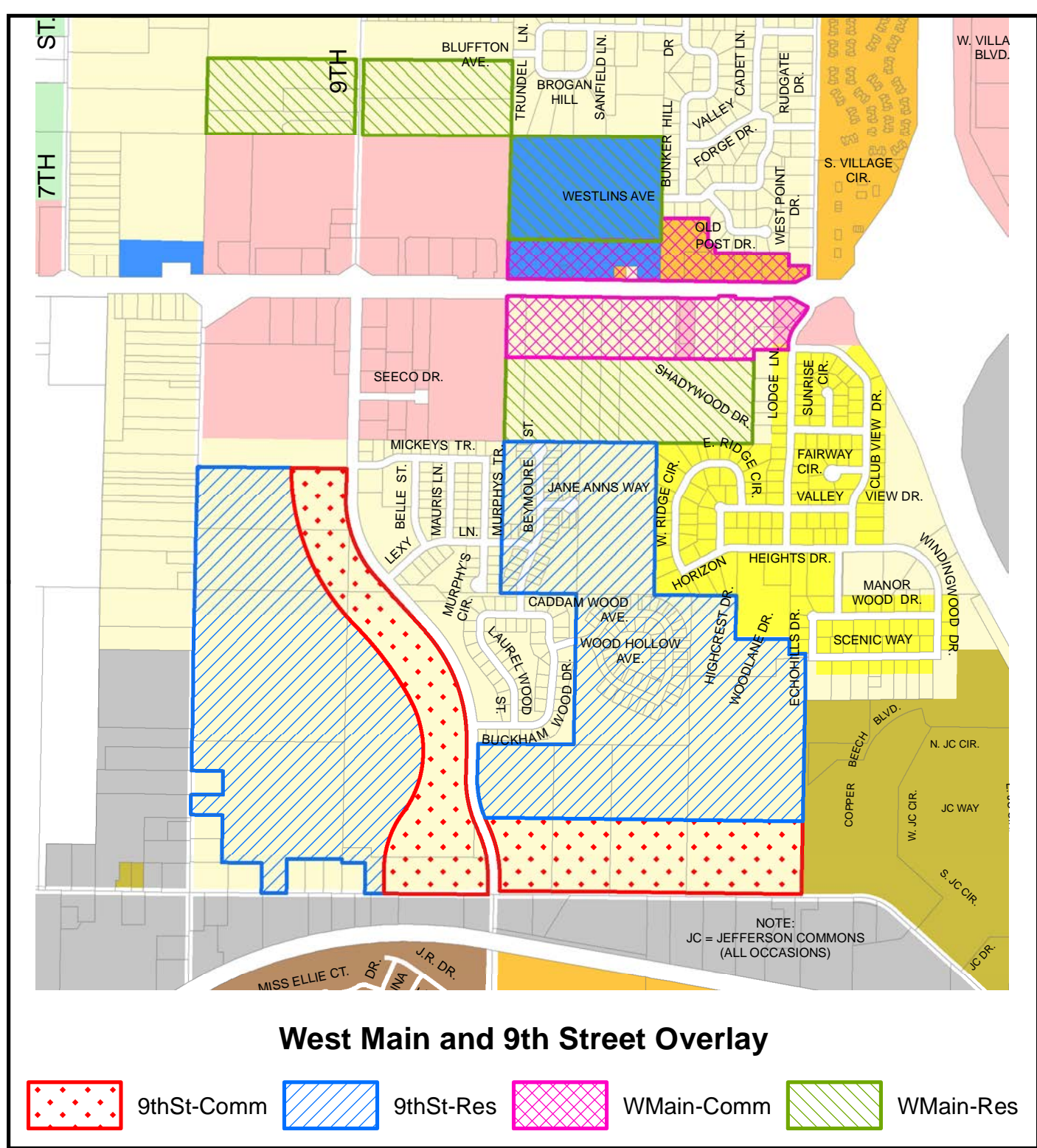
1. **Assembly and Convention Halls**
2. Brewpub.
3. Buildings and regulator stations for essential services.
4. Child care centers.
5. Commercial planned unit developments subject to Article 41.
6. Craft food and beverage production facility.
7. Crematories.
8. Drive-in service window or drive-through service for businesses, not to include restaurants.
9. Funeral homes.
10. Golf courses, parks, and outdoor recreational areas.
11. Group day care home.
12. Hotels, motels.
13. Indoor theaters.
14. Microbrewery.
15. Nursing, convalescent, handicapped, assisted living, or senior citizens' homes.
16. Private clubs.
17. Public and private schools.
18. Skating rinks, bowling alleys, indoor recreational facilities and health clubs.
19. Temporary outdoor events.
20. Veterinary clinics.
21. Wine Tasting Room.
22. Temporary outdoor event (lasting more than one day)

OSHTEMO CHARTER TOWNSHIP

Zoning Map



- Township Boundary
- Quarter Section Line
- Property Line
- Right-of-Way**
- Public
- Private
- Zoning**
- AG - AGRICULTURAL DISTRICT
- RR - RURAL RESIDENTIAL DISTRICT
- R1 - RESIDENCE DISTRICT
- R2 - RESIDENCE DISTRICT
- R3 - RESIDENCE DISTRICT
- R4 - RESIDENCE DISTRICT
- R5 - RESIDENCE DISTRICT
- VC - VILLAGE COMMERCIAL DISTRICT
- C-R - LOCAL BUSINESS DISTRICT RESTRICTED
- C - LOCAL BUSINESS DISTRICT
- BRP - BUSINESS AND RESEARCH PARK DISTRICT
- I-R - INDUSTRIAL DISTRICT RESTRICTED
- I-1 - INDUSTRIAL DISTRICT MANUFACTURING & SERVICE
- I-2 - INDUSTRIAL DISTRICT MANUFACTURING & SERVICE
- I-3 - INDUSTRIAL DISTRICT SPECIAL
- CONDITIONAL (See Notes on Map)
- 9TH STREET AND WEST MAIN STREET OVERLAY ZONE
- HISTORICAL OVERLAY ZONE
- NEIGHBORHOOD COMMERCIAL OVERLAY ZONE
- VILLAGE FORM BASED CODE OVERLAY ZONE



April 22, 2020



Mtg Date: April 30, 2020

To: Planning Commission

From: Iris Lubbert, AICP
Planning Director

Subject: Amended Keeping of Livestock and Honey Bees Ordinance

At the request of the Township Board, the Planning Commission reviewed an amended version of the Keeping of Livestock and Honeybees Ordinance at their regular December 12th meeting. The specific questions that the Commission were asked to further consider were: “how large can the beehives be?” and “why can’t hives be placed in the front yard?”. The new version of the code included additional changes proposed by staff to address the Township Board’s questions. After discussion, the Commission motioned to approve the additional changes and forward the new language to the Township Board for consideration and adoption.

Since that time staff has been made aware through additional public inquiries and additional research that the proposed language needs to be further clarified to avoid confusion and unintentionally only allowing for one type of beehive configuration within the Township. To address these issues, staff requested that the Township Board send the Keeping of Livestock and Honey Bees Ordinance back to the Planning Commission to discuss a number of additional amendments, outlined below:

1. For ease of use, staff recommends the use of a chart to outline the number of colonies permitted based on the size of a lot, parcel, or building site. Please note that the number of colonies proposed in this chart are consistent with the previous version of the code and mirrors the Generally Accepted Agricultural and Management Practices (GAAMPs) for farms and farm operations in Michigan.
2. The most concern received from the public regarded the proposed language regulating the size of a beehives which was based on the configuration of the Langstroth hive, arguably the most popular hive for beekeepers. However, there are generally three other types of hives: the Top Bar Hive, the Warre Hive, and the Long hive. By using the Langstroth hive dimensions as maximums, staff confirmed that this would ultimately eliminate the ability for property owners to install other types of hives, for example a Top Bar hive needs to be a minimum of 36” long and the current proposed ordinance language only allows for about 19”. In addition, it was found that limiting the maximum number of boxes in a hive could be detrimental. To allow the maximum amount of flexibility and still control hive size staff found other communities that simply regulated the overall cubic foot volume of a hive; 20 cubic feet being the most common. Following this practice, staff recommends adjusting the code language to allow a single beehive to be 20 cubic feet in volume.
3. GAAMPs notes the need for beekeepers to have a clean water source on their property for their bees to use. The current language of the code states that this water source should be “constant”.

Through further research, staff found that this water source just needs to be in place during the bees flight season, which is dependent on the weather - generally spring through fall. Requiring a year-round water source, even in winter, could cause difficulties for bee owners and some members of the public have claimed could even harm the bees. Even though staff has not found evidence that a constant water source would cause harm, staff recommends changing the language of the code to be more specific to what bees need to avoid confusion and any potential negative effects or difficulties. To be user friendly, staff also added some examples that were provided by GAMMPs of what an acceptable water source could be.

Staff recommends discussion of these potential changes at the April 30th meeting. After discussion, the Planning Commission may consider a motion to forward the draft Ordinance with any amendments back to the Township Board.

Thank you.

Attachment- Amended Keeping of Livestock and Honey Bees Ordinance (newly proposed language shown in green)

57.80 KEEPING OF POULTRY, SWINE, HORSES, OR LIVESTOCK AND HONEY BEES

The keeping of poultry, swine, livestock, or horses, rabbits, sheep, goats, chickens and other similar animals **livestock** (collectively referred herein as animals), and **honey bees for noncommercial purposes as pets or for educational purposes**, is permitted under the following conditions:

- A. Activities shall be ~~conducted on less than a commercial scale~~ for the private enjoyment of the property owners **conducted for noncommercial purposes**.
- B. **Acreage requirements. Acreage requirements are exclusive of each animal size, meaning the property must have the minimum required acreage for each animal.**
 - 1. **Large animals.** ~~There shall be a minimum of~~ One acre for each large animal (**more than 200 pounds at maturity**), including horses, cattle, and swine, or similar animals.
 - 2. **Moderate-sized animals.** One-quarter acre for each ~~small~~ moderate-sized animal (**under 35 to 200 pounds at maturity**), including sheep, goats, or similar animals.
 - 3. **Small animals.** ~~exclusive of those set forth above and for chickens, ducks, turkeys, and rabbits (collectively referred [to] herein as specified animals). All parcels, lots, and building sites shall be permitted up to five specified animals; roosters are prohibited. Parcels, lots, and building sites larger than one acre shall be permitted one additional specified animal for each one-quarter acre in excess of one acre.~~ **All parcels, lots, and building sites up to one acre shall be permitted up to five small animals (under 35 pounds at maturity), including chickens, ducks, turkeys, rabbits, or similar animals. One additional small animal shall be permitted for each additional one-quarter acre of property.**
 - 4. **Acreage requirements for Honey bees.** ~~The maximum allowed number of colonies permitted on a lot, parcel, or building site shall be limited as follows: All parcels, lots, and building sites up to one-quarter acre shall be permitted two hives colonies to a maximum of six hives colonies for the first acre. One additional hive colony is allowed for each additional one-quarter acre of property in excess of one acre.~~

Lot, Parcel, or Building Site Acreage	Maximum number of colonies permitted
Up to ¼ acre	2
¼ acre to ½ acre	4
½ to 1 acre	6

For a Lot, Parcel, or Building Site over an acre, 8 colonies are allowed plus 1 additional colony for each additional one-quarter acre.

- D. **Structure requirements and location.**
 - 1. ~~At minimum, a fenced-in enclosure, other than the residence, shall be placed for the housing of animals~~ **A structure or shelter is required based on the Generally Accepted Agricultural Management Practices (GAAMPS) for the care of animals.**
 - 2. **All buildings and structures must meet the requirements of Section 57.100: Accessory Buildings.**

3. All buildings, ~~structures,~~ or other enclosures, ~~or hives~~ shall be within either the side or rear yards and may not be within the required front setback ~~yard~~ for the subject property.

3. The size of a single beehive, which shall accommodate one bee colony, shall be a maximum of ~~three 10-frame deep boxes measured at 19 7/8 inches in length, 16 3/4 inches in width, and 9 5/8 inches in depth.~~ 20 cubic feet in volume.

E. Building setbacks. A building, ~~other than the residence,~~ ~~structure, shelter, or hive~~ used to shelter for animals ~~or bees~~ and/or any area used to store, dispose of, or compost manure, ~~other than the primary residential dwelling,~~ shall ~~not be located closer than~~ **comply with the following setbacks:**

1. **Large animals.** 50 feet ~~for large or small animals~~ **from any property line** and 150 feet ~~to~~ **from** any pre-existing dwelling on an adjacent ~~premise~~ **property.** ~~under different ownership.~~

2. **Moderate-sized animals.** 50 feet from any property line and 100 feet from any pre-existing dwelling on an adjacent property.

3. **Small animals.** ~~and ten feet or the height of the building, whichever is greater, for specified animals to any property line and not nearer than 150 feet for large or small animals and 20 feet for specified animals to any preexisting dwelling on adjacent premises under different ownership.~~ **25 feet from any property line and 50 feet from any pre-existing dwelling on an adjacent property.**

4. **Honey bees.** Hives may be placed in the front yard of a parcel, lot, or building site if the hives can be setback a minimum of 100 feet from the public right-of-way. In addition, all hives shall be placed a minimum of **15 feet away from any rear or side property line** and shall be at least **50 feet from any pre-existing dwelling on an adjacent property.**

F. Fenced enclosure requirements.

~~Large and small animals (excluding specified animals) shall be controlled in a suitable manner to prevent their approaching closer than 100 feet to any preexisting dwelling on adjacent premises under different ownership. Specified animals shall not be allowed free roam, must be contained within a six-foot fence or other fully enclosed structure at all times, and shall be controlled in a suitable manner to prevent their approaching closer than 20 feet to any preexisting dwelling on adjacent premises under different ownership. A sight fence or other screening is required if specified animals are visible from any other residential property or any public rights of way. All fences for specified animals shall be within either the side or rear yards and may not be within the required front setback for the subject property.~~

1. **Animals shall not be allowed free roam, but must be contained within a fully enclosed fenced area at all times. Fencing must meet the requirements of Section 57.60.**

2. **Fencing shall prevent animals from approaching any pre-existing dwelling on an adjacent property per the following requirements:**

a. **Large animals – 100 feet**

b. **Moderate-sized animals – 75 feet**

c. Small animals – 40 feet

3. Fencing shall be designed to prevent animal trespass onto neighboring property.

G. Additional requirements for the keeping of honey bees.

1. Hives shall be placed in such a way that the hive entrance is positioned internal to the property ~~so that bees must fly across the property.~~
2. A flyaway barrier at least six feet in height shall shield any part of the property line that is within 25 feet of a bee hive. Such flyaway barrier must consist of a solid fence per Section 57.60, dense vegetation, or combination thereof to redirect a bee's flight pattern to be above six feet in height at the property line. The Planning Director may approve an additional barrier type if it meets the intent of assisting the bees to gain altitude before leaving the property.
3. A constant supply of water shall be provided to all hives on site throughout the active flight season. Common water sources include birdbaths, pebble filled sections of gutter with end caps, plastic wading pools and entrance feeders.

H. Prohibitions.

1. ~~The keeping of poultry, swine, horses, or livestock~~ ~~Animals~~ ~~is further~~ ~~are~~ prohibited where conditions of maintenance are such to cause:
 - a. Unpleasant odors to be generated sufficiently strong to be discernible upon property of others for continuous periods of longer than six days, ~~or~~
 - b. Noise to be generated sufficiently loud to penetrate indoors upon property of others for continuous periods in excess of four hours, ~~or~~
 - c. Flies, insects or rodents to be attracted to the place where said animals and/or fowl are kept and are thereafter permitted to multiply and escape upon adjoining property.
2. Said animals or fowl, alive or dead, or any refuse therefrom shall not ~~to~~ trespass or be carried upon adjoining property.
3. Roosters ~~that crow~~ ~~are prohibited.~~
4. Any undomesticated animal or dangerous animal classified as wild, which includes, but is not limited to alligators, bears, monkeys, wolves, coyotes, venomous or constrictor reptiles, panthers, cougars, tigers, lions, and other wild felines. It shall also include any hybrid between a wild animal and a domesticated animal, such as a dog and a wolf or a cat and a bobcat.

April 23, 2020



Mtg Date: April 30, 2020
To: Planning Commission
From: Iris Lubbert, AICP
Planning Director
Subject: Discussion – Blade signs

Background: In late February of this year Jennifer Wolfe, with Permit Expeditor, approached the Township to explore getting a variance for a sign deviation on behalf of her client, Old Navy. The request was specifically to allow for two (2) projecting blade signs which would hang over a pedestrian walk. However, as the Zoning Ordinance does not mention this type of signage and as such there is essentially nothing to vary from, it was determined that a variance was not appropriate for this request as the Township cannot grant usage variances. For Old Navy to get blade signs an ordinance amendment would be needed. Jennifer Wolfe was advised to seek an audience with the Planning Commission to see if they would be interested in directing staff to draft such a text change.

Requested Discussion: Jennifer Wolfe is scheduled to be present her request at the April 30th Planning Commission meeting and to answer any questions that the Commission may have regarding the proposal to allow blade signs within Oshtemo Township. To help with the discussion she has provided an illustration of a potential blade sign and example language from other municipalities.

After discussion, the Commission is asked to provide township staff direction on how to move forward with the Blade Signs request.

Thank you.

Attachments: Letter of intent
Image of a potential blade sign
Example text language from other municipalities



LETTER OF INTENT

March 11, 2020

Oshtemo Township
Planning Commission
7275 W. Main Street
Kalamazoo, MI 49009

Re: Townships Sign Ordinance – Article 55
Section 55.40- Definitions
Section 55.80- Commercial and Office Land Uses

Planning Commission and Oshtemo Township Staff,

I submit the request for the following proposed amendments for you review and consideration:

- 1.) *Amendment to the zoning ordinance, Article 55 Section 55.40 Definitions-* Add Projecting sign as defined by township staff/council.
- 2.) *Amendment to the zoning ordinance, Article 55 Section 55.80 Commercial and Office Land Uses-* Add provisions for projecting signage allowances as defined by township staff/council.

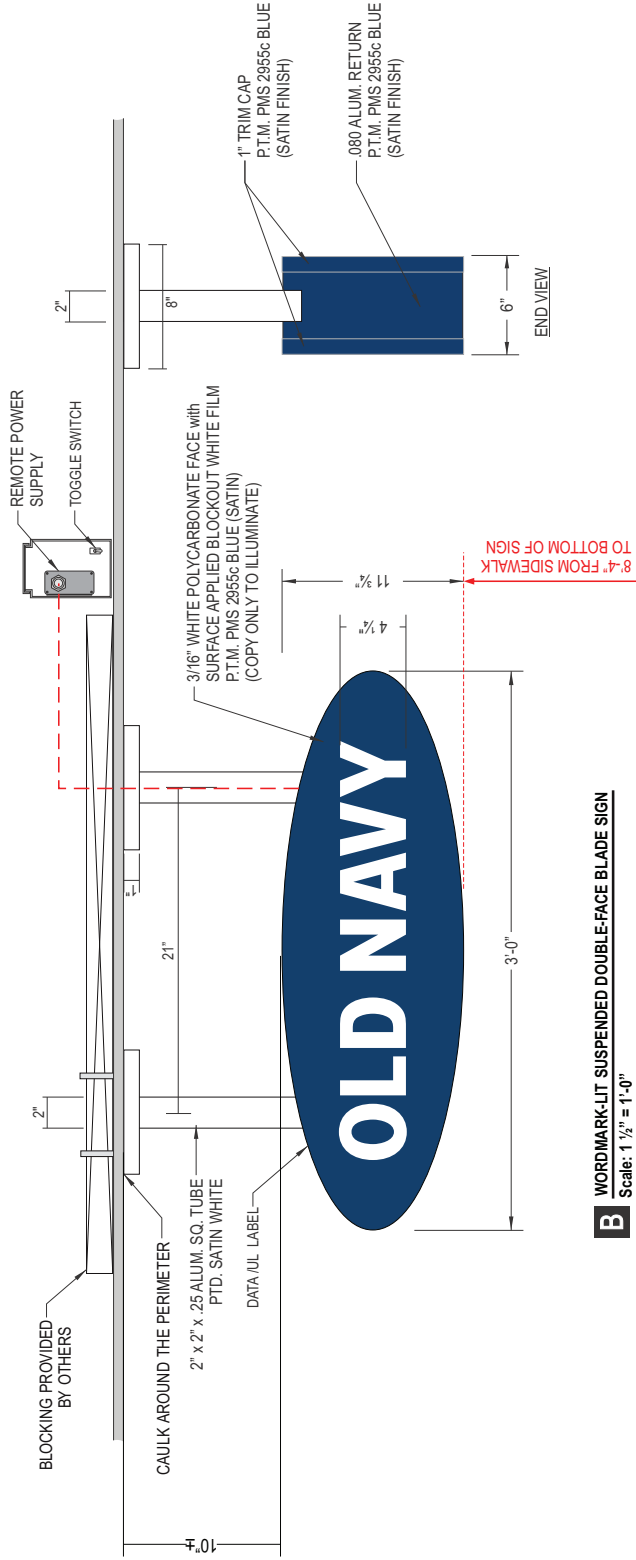
The requested amendments is consistent with the spirit and purpose of the existing ordinance. The proposed amendments would be harmonious and aesthetically pleasing to the neighboring developments as well as to the Oshtemo Township Community if kept within similar guidelines as the attached exhibits provided.

We humbly ask the Planning Commission to consider the allowances for the proposed amendments to allow Projecting Signage as a defined sign type with established allowances.

Thank you in advance for your consideration.

Kindly,

Jennifer Wolfe
CEO/Permit Expeditor
C: 770-568-8867



B WORDMARK-LIT SUSPENDED DOUBLE-FACE BLADE SIGN
Scale: 1 1/2" = 1'-0"

QTY. (1) REQ'D

SIGN AREA	2.93 SQ. FT.
ILLUMINATION	WHITE L.E.D.s
ELECTRICAL	1 amp / 120v / (1) 20amp CIRCUIT
FACE COLOR	BLOCKOUT WHITE FILM P.T.M. PMS 2955c (SATIN) - WHITE COPY ONLY TO ILLUM.
TRIMCAP COLOR	BLUE TO MATCH PMS 2955c
RETURN COLOR	P.T.M. PMS 2955c BLUE (SATIN FINISH)

NOTE: STOREFRONT CORRIDOR HEIGHT FROM FLOOR TO CEILING IS 10'-2"

10101 Reunion Place
Suite 500
San Antonio, TX 78216
P. 210.886.0644
walmtonsignage.com

Client: **OLD NAVY 9504**
Address (1): **9504 MAPLE HILL PAVILLION**
Address (2):
City/State: **KALAMAZOO, MI**
Sales: **HOUSE** Designer: **MSB**
Date: **11/04/19** PM: **CH**

Revision:
R1: 11/14/19 add blade sign - SC
R2: 11/20/19 add toggle sign - WH
R3: 12/10/19 add sign height - WH
R4: 11/14/20 add panel dimensions - WH

The sign is intended to be installed in accordance with the requirements of the International Building Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

Signs will be manufactured with 120 or 277 Volts AC. All Primary electrical services to the sign and final wiring shall be done in accordance with the purchase agreement attached hereto. In case of variance between the specifications of the purchase agreement and this drawing, the drawing shall prevail.

Approvals:
Sales: _____ Date: _____
P.M.: _____ Date: _____
Design: _____ Date: _____
Client: _____ Date: _____

CID306701
PAGE SIZE: 11" x 17"

Article 5: SIGN REGULATIONS

CITY OF ROME, GA

- b. No sign shall contain or be an imitation of an official government traffic control sign, signal, or emergency vehicle device.
- c. No part of any sign shall be located in, over, or project into a public right-of-way except for awning signs, canopy signs, or projecting signs in the C-B-C zoning district.
- d. No sign shall be erected, located, or maintained in such a manner as to interfere with safe and free ingress and egress of any door, emergency exit, driveway, street, or roadway.
- e. No sign shall interfere with such utilities as water mains and hydrants, sanitary sewerage, gas, electricity, and communications equipment or lines, nor interfere with natural or manmade storm water drainage facilities.
- f. No building sign shall extend above the top edge of the parapet or eaves of a flat or shed roof; the ridge line of a gable, hip, or gambrel roof; or the deck line of a mansard roof.
- g. No sign shall be painted on or attached to a tree, utility pole, rock, or other natural feature.
- h. An inflatable sign shall be allowed only in association with a special event allowed under the provisions of Article 3.
- i. Prohibited signs. The following types of signs are not allowed:
 - (7) *Animated Sign*: A sign with action, motion, changing colors, flashing lights, or moving characters. Such signs may require electrical energy, but shall also include wind-activated devices including, but not limited to, spinners, aerial devices, and other attention-getting devices. This prohibition does not include rotating signs that revolve no faster than 5 revolutions per minute or electronic message boards that change messages no more often than 12 times per minute.
 - (8) *Derelict Sign*: A sign that is dilapidated or in such condition as to create a hazard or nuisance, or to be unsafe or fail to comply with the Building or Electrical codes.
 - (9) *Pennant*: Any lightweight plastic, fabric, or similar material, suspended from a rope, wire, or string, usually in series, designed to move in the wind. The term "pennant" shall not include a "banner" or an "official or personal flag" as regulated herein.
 - (10) *Portable Sign*: A sign designed to be transported or easily relocated and not attached to the ground, such as:
 - (a) A sign designed to be temporarily placed upon the ground and not otherwise affixed to it.

each individual sign must be provided as part of the sign permit application to prevent non-UL signs from being installed.

- (4) All electrical service to a sign shall be in compliance with the Electrical Code.
- (5) Clearance from all electrical power lines shall be in compliance with the requirements of the Electrical Code.

b. Sign Maintenance.

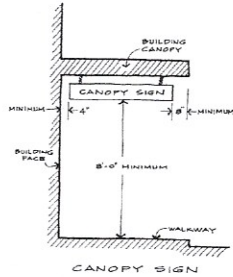
All signs, together with all their supports, braces, guys, and anchors shall be kept in good repair and, unless constructed of galvanized or non-corroding metal, shall be given a protective coating as necessary to maintain a clean appearance and safe condition.

c. Principal Freestanding Signs.

- (1) Each principal freestanding sign shall be located at least 75 feet from any other freestanding sign on an adjacent property on the same side of the street. This distance may be reduced upon approval by the Chief Building Official if it cannot be met due to the location of existing signs on separate but adjoining lots. Such reduction shall be the minimum required in order to maintain the greatest separation possible from such existing signs.
- (2) Principal freestanding sign shall be located at least 37 feet from a side lot line, or one-half the width of the lot frontage, whichever is less, except on intersecting corners of corner lots where the setback must be ten (10) feet from each side. A site drawing must be prepared and provided to the Building Inspection Department when applying for a permit.
- (3) A minimum of 25 square feet of landscape area, exclusive of the sign structure, shall be located at the base of each principal freestanding sign. The landscaping shall consist of shrubs, ground covers, or other plants appropriate to the setting of the sign. This requirement is the responsibility of the property owner or tenant, not the sign company.
- (4) There shall be a minimum of 10 feet between any street right-of-way line and the nearest edge of a principal freestanding sign. Monument signs over 36 inches in height must be set at least 20 feet from any street right-of-way.

d. Projecting, Awning, and Canopy Signs.

- (1) *Over Private Property:* Projecting, awning, and canopy signs shall provide at least 8 feet of clearance above the ground when erected over pedestrian walkways on



private property and 17 feet of clearance when erected over driveways or other areas used for vehicles. Suspended canopy signs shall be at least 4 inches from the building face and at least 8 inches from the edge of the canopy.

- (2) *Over Public Property:* Projecting, awning, and canopy signs that project over public property, such as a sidewalk along a public street, shall maintain a clear height of 9 feet and shall extend no closer than 18 inches to the back of the curb.
- (3) Projecting and canopy signs shall be limited to no more than 1 per tenant on a property, and each tenant shall have no more than 1 projecting sign or canopy sign.
- (4) These requirements exclude overhanging "Clearance Signs" over private drives used to warn drivers of low clearances under canopies, covered delivery/pickup area, etc.

e. Banners.

Banners shall be allowed only as wall or window signage and shall be placed flush upon the wall or window to which it is attached. Banners shall not be hung as canopy signs, flown as flags, or used as any other form of sign. In addition to any other signage allowed, one (1) banner per street frontage is allowed. Area of banner shall not exceed 32 square feet.

f. Conformance with State Law.

Any sign within 660 feet of a State or U.S. numbered highway that advertises or offers anything for sale or lease that is not located on the property where the sign is located must be zoned for commercial or industrial use, and must conform to the regulations of the Georgia Department of Transportation.

Building Sign: Wall signs and awning, canopy, projecting, incidental, roof and window signs, etc.²¹

	A-R, S-R, LT-R, HT-R	M-R, D-R	N-O-C	O-I, C-C, H-C	A-R, C-B-C, U-M-U	L-I	H-I
Total sign face area of all signs per wall	1 square foot	2 square feet	1 ½ sf for each lineal foot of wall length	2 ¼ sf for each lineal foot of wall length	3 sf for each lineal foot of wall length	1 sf for each lineal foot of wall length	2 sf for each foot of wall length
Maximum sign face area of largest sign per wall ²²	1 square foot	2 square feet	1 sf for each lineal foot of wall length	2 sf for each lineal foot of wall length	2 sf for each lineal foot of wall length	1 sf for each lineal foot of wall length	2 sf for each foot of wall length
Projecting Sign	Not Allowed	Not Allowed	Not Allowed	18 sf	18 sf	Not Allowed	Not Allowed
Hanging Sign	Not Allowed	Not Allowed	Not Allowed	6 sf	6 sf	Not Allowed	Not Allowed
Illumination	None	None	Indirect Only	OK	OK	OK	OK

Note: Street frontage is defined in this Code as being a street "from which access may be directly gained."

5.4.2. ADDITIONAL SIGNAGE

In addition to the specific signs permitted in each district, the following signs shall be allowed in all zoning districts (or in the zoning districts as indicated) under the conditions noted for each type of sign.

a. Project entrance signs.

Two monument signs may be located at each entrance into a residential subdivision or into an office or industrial park consisting of two or more buildings. Each project entrance sign shall not exceed:

- (1) 32 square feet in sign face surface area.
- (2) 96 square feet in sign structure area.
- (3) 2 ½ feet in height if located within a sight visibility triangle (see Section 6.8) or 8 feet in height otherwise.

b. Miscellaneous freestanding signs.

Additional freestanding signs are permitted for any multi-family, office, commercial, or industrial use if each sign complies with all of the following:

- (1) Within the minimum front yard setback for principal buildings required for the zoning district, miscellaneous signs may be located at entrance or exit driveways to

²² All building signs attached to a particular wall and its windows, doors, awnings, canopies, or roof, including signs that project from the wall, shall collectively not exceed the total square footage of sign face area allowed for the particular wall.

- (4) **Projecting Sign:** A sign affixed to a wall and extending more than 18 inches from the surface of such wall, usually perpendicular to the wall surface.
- (5) **Roof Sign:** A sign that is mounted on, applied to, or otherwise structurally supported by the roof of a building.
- (6) **Window Sign:** A sign that is placed on or behind a window pane and intended to be viewed from outside the building.

Building Tree Line: The lines extending from the corners nearest a street to the side lines of the lot (not including a street right-of-way), parallel to the right-of-way line or to the chord of that line.

Business or Vocational School: See under "School."

Business, Professional, or Trade Association: See under "Membership Organization."

Business Service: The use of a building or premises primarily for rendering a service to other business establishments on a contract or fee basis, such as advertising, credit reporting, computer programming, photocopying, and employment services.

- (1) **Miscellaneous Business Service Establishment:** An establishment offering such business services as private security, photo finishing, appraisals, map drafting, paralegal, press clipping, recording studio, repossession, and telephone answering.

Caliper: The diameter of a tree (usually nursery stock) measured at a point six (6) inches above the ground or top of root ball for up to and including four (4) inch caliper trees, and at a point 12 inches above the ground or top of root ball for larger sizes.

Canopy: A roof-like structure supported by columns or projecting from a building and open on at least three sides.

Carwash: The use of a building or premises primarily for washing automobiles, recreation vehicles, and motorcycles, whether by hand or mechanical means.

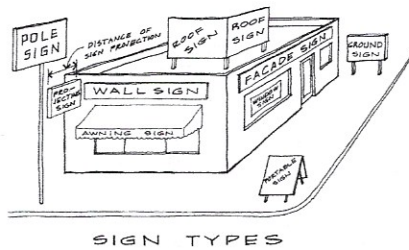
Cemetery: A facility for the burial of deceased human beings or animals.

Center Line: That line connecting the succession of midpoints between the identifiable limits of any improvements on the ground or of any easement.

Chief Building Inspector: The Chief Building Inspector of the City of Rome and Floyd County, also known as the Chief Building Official.

Church or Place of Worship: See under "Membership Organization."

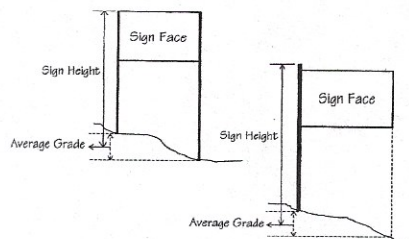
Civic, Social, or Fraternal Association: See under "Membership Organization."



Sign Face: That portion of the surface of a sign structure where words, letters, figures, symbols, logos, fixtures, colors, or other design elements are or may be located in order to convey the message, idea, or intent for which the sign has been erected or placed. The sign face may be composed of two or more modules on the same surface that are separated or surrounded by portions of a sign structure not intended to contain any advertising message or idea and are purely structural or decorative in nature.

Sign Face Module: Each portion or unit of a sign face that is clearly separable from other such units by virtue of the expression of a complete thought, message, logo, or idea.

Sign Height: The vertical distance to the highest point of a sign structure, as measured from the grade at the base of the structure or directly below a projecting structure.



Sign Structure: All elements of a freestanding sign, including the sign face, background, or decorative elements related to the presentation of the sign's message, and the structural supports.

Single-Family Detached Dwelling: See under "Dwelling."

Soil and Water Conservation District Approved Plan: An erosion and sediment control plan approved in writing by the Coosa River Soil and Water Conservation District.

- d. Variations in sign regulations (from the standards listed in this code for each zoning district) are shown in TABLE 9-3.

Table 9-3

Permitted Signs-By Zoning District or Special Use

Principal Freestanding Sign – One Use or Two or More Uses on Property

	S-R, LT-R, HT-R	M-R, D-R	N-O-C	O-I, C-C	L-I, H-I
Max. Number	1 per lot	1 per lot	1 per lot	1 per 200' of street frontage, max 3	1 per 200' of street frontage, max 3
Maximum height	3 feet	4 feet	4 feet	20 feet	20 feet
Maximum width	4 feet	5 feet	5 feet	8 feet	8 feet
Maximum face area	12 sf	20 sf	20 sf	80 sf	80 sf
Max. structure area	12 sf	20 sf	20 sf	120 sf	120 sf
Illumination	None	Indirect Only	Indirect Only	OK	OK

NOTE: Height of sign means, in the case of freestanding signs, the distance in vertical feet measured from the level of an adjacent street centerline to the highest point of the sign structure. The sign measured at its base shall not extend over 40 ft. in height above the centerline of any adjacent road.

Building Sign: Wall signs and awning, canopy, projecting, incidental, roof and window signs, etc.

	S-R, LT-R, HT-R	M-R, D-R	N-O-C	O-I, C-C	L-I, H-I
Total sign face area of all signs per wall	1 square foot	2 square feet	6 square feet	2 sf for each lineal foot of wall length	1 sf for each lineal foot of wall length
Maximum sign face area of largest sign per wall	1 square foot	2 square feet	6 square feet	2 sf for each lineal foot of wall length	1 sf for each lineal foot of wall length
Projecting Sign	Not Allowed	Not Allowed	6 sf	12 sf	Not Allowed
Hanging Sign	Not Allowed	Not Allowed	6 sf	6 sf	Not Allowed
Illumination	Indirect Only	Indirect Only	Indirect Only	OK – awning signs shall not be backlighted	OK

Note: Street frontage is defined in this Code as being a street "from which access may be directly gained."

9.3.6. PERMITTED USES IN DESIGNATED AREAS

- a. The uses permitted by right and by special use permit, with or without limitations, of the applicable underlying zoning district shall apply to all development within the boundary of the Overlay District; however, if regulations conflict, the applicable Overlay District regulations shall prevail.

ARTICLE 22 - SIGNS

CITY OF FENTON, MI

CITY OF FENTON ZONING ORDINANCE

shall be considered wall signs.

Permanent Sign: A sign designed to be installed permanently in the ground a minimum of forty-two (42) inches deep by use of a steel post, wood post or other appropriate materials.

Political Sign: A temporary sign used in connection with local, state, or national elections or referendums.

Portable Sign: A sign designed to be moved from place to place, whether or not it is permanently attached to the ground or structure. This includes hot-air and gas-filled balloons, banners, pennants, streamers, festoons, ribbons, tinsel, pinwheels, non-government flags, and searchlights; but excludes political signs, real estate signs, construction signs, permanent changeable message signs, and regulatory/government signs.

Poster Panel Sign: A type of temporary sign that is used to draw attention to matters that are temporary in nature, such as price changes or sales. "A" frame or sandwich signs are types of poster panel signs.

Projecting Sign: A sign, other than a wall sign, that is affixed to any building or wall and whose leading edge extends more than twelve (12) inches beyond such building or wall.

Public Sign: A sign erected in the public interest by or upon orders from a City, state, or federal public official. Examples of public signs include: legal notices, safety signs, traffic signs, memorial plaques, signs of historical interest, and similar signs.

Pylon or Pole Sign: A sign supported on the ground by a pole, braces, or monument, and not attached to any building or other structure.

Real Estate Development Sign: A sign that is designed to promote the sale or rental of lots, homes, or building space in a real estate development (such as a subdivision or shopping center) which is under construction on the parcel on which the sign is located.

Real Estate Open House sign: Temporary signs which advertise and direct the public to an open house for a building which is available for sale or lease, with the event held on a specific day.

Real Estate Sign: An on-premise temporary sign advertising the property or structure's availability for sale or lease.

Regulatory Sign: A sign installed by a public agency to direct traffic flow, regulate traffic operations and provide information in conformance with the Michigan Manual of Uniform Traffic Control Devices.

Residential Entranceway Sign: A sign which marks the entrance to a subdivision, apartment complex, condominium development, or other residential development.

Roof Line: The top edge of a roof or building parapet, whichever is higher, excluding cupolas, pylons, chimneys, or similar minor projections.

Roof Sign: Any sign that extends above the roofline or is erected over the surface of the roof.

Rotating Sign: See "Moving Sign."

Sign: Any device, structure, fixture, figure, symbol, banner, pennant, flag, balloon, logo, or placard consisting of written copy, symbols, logos and/or graphics, designed for the purpose of bringing attention to, identifying or advertising an establishment, product, goods, services, or other message to the general public. Unless otherwise indicated, the definition of "sign" includes interior and exterior signs which are visible from any public street, sidewalk, alley, park, or public property, but not signs which are primarily visible to and directed at persons within the premises upon which the sign is located.

CITY OF FENTON ZONING ORDINANCE

Sec. 22.05 Specific Sign Standards

The number, display area, and height of signs within the various zoning districts are provided in the Sign Dimensional Standards and Regulations Table and its accompanying footnotes. Additional standards for specific types of signs are given below.

Sign Dimensional Standards and Regulations								
	WALL, CANOPY, OR PROJECTING SIGN (c)		GROUND SIGN (c)			TEMPORARY SIGNS		
DISTRICT	Number #	Max. Size	Number # (b)	Max. Size per sign face	Max. Height	Max. Size per sign	Total Area per Parcel	Max. Height
RDR, LDR, LMR, MDR	-	10% of front facade for all uses other than single family homes, duplexes, and attached condominiums	1	24 square feet	6 feet	6 square feet	14 square feet	4 feet
MHR, HDR, MHD								
NBD	1 per business (a)	10% of front facade or 100 square feet, whichever is less (a)	1	72 square feet	6 feet	24 square feet	48 square feet	6 feet
GBD & PUD commercial uses								
OSD, OPD, & PUD office uses								
CBD								
IND								

Footnotes to the Sign Dimensional Standards and Regulations Table

- (a) One (1) wall sign shall be allowed per business, in addition to any other allowed ground signs. Businesses located on a corner lot shall be allowed up to two (2) wall signs, one (1) for each front facade. The maximum wall sign area shall not exceed ten percent (10%) of the front facade of the building (any facade which faces a public street), per use or business establishment. However, for a commercial structure containing one (1) use or business establishment, as determined by the Planning Commission, the size of the wall sign may be increased up to the maximum square footage as follows:

201 - 400 linear feet of building frontage facing a public street and having a public entrance	150 square feet
Greater than 400 linear feet of building frontage facing a public street and having a public entrance	200 square feet

- (b) Only one (1) ground sign is permitted per use, including uses which occupy more than one (1) parcel and business centers containing more than one (1) business or use, with additional signs permitted according to the following table, however, no site shall have more than two (2) ground signs, regardless of the number of street frontages or the amount of frontage. Single uses on a single parcel do not qualify for this consideration:

Frontage along 2 or more rights-of-way	1 sign up to the maximum sign face area shall be allowed along 2 frontages
300 feet of frontage along 1 right-of-way	1 ground sign along that frontage

CITY OF FENTON ZONING ORDINANCE

Greater than 300 feet of frontage along 1 right-of-way	2 ground signs
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- (c) Changeable message signs and gasoline price signs may be permitted as part of a wall or monument sign in the NBD, GBD, CBD, and I Districts, and when associated with a commercial or office use within an OPD, OSD, or PUD, in accordance with the following:
 - (1) One (1) changeable message sign or one (1) gasoline price sign shall be permitted per premise.
 - (2) Message or gasoline price changes may occur electronically or manually.
 - (3) The area of a changeable message sign or gasoline price sign shall not exceed one-third (1/3) the total area of the sign.
 - (4) Illumination shall be concentrated within the face of the sign to prevent glare upon adjoining properties and thoroughfares.
 - (5) Electronic messages or gasoline prices shall not flash, fade in or out, or scroll.
 - (6) Electronic messages or gasoline prices shall be displayed for at least one (1) hour, and changes shall take less than one (1) second.
 - (7) Any voids or burned out bulb in an electronic display shall be replaced.
 - (8) Electronic changeable message signs and gasoline price signs shall be at least one hundred (100) feet from any residential district or use.
 - (9) Electronic changeable message signs and gasoline price signs shall use only one (1) color of lighting or bulbs to prevent nuisances and distractions upon adjoining properties and thoroughfares.
- (d) Temporary Signs shall comply with the standards set forth in *Section 22.06 f*.
 - a. **Directional Signs.** No more than one (1) directional sign shall be permitted for each approved driveway, with a maximum sign area of four (4) square feet per sign, and a maximum height of four (4) feet. Any directional sign which includes a business name, symbol or logo shall be calculated as part of the allowable sign square footage, as specified in the Sign Dimensional Standards and Regulations Table.
 - b. **Billboards or Off-Premise Advertising Signs.** Billboards shall comply with the provisions in *ARTICLE 14 SPECIAL LAND USES*.
 - c. **Projecting and Canopy Signs.** Projecting signs and canopy signs may be used as an alternative to wall signs listed in the Sign Dimensional Standards and Regulations Table, provided that they meet the following standards.
 - 1. Any sign area on a canopy shall be included in calculations of maximum wall sign square footage.
 - 2. Projecting or canopy signs in the Central Business District shall be set back at least two (2) feet from any street curbline, shall not extend more than six (6) feet over the public right-of-way, and shall leave a minimum clearance of eight (8) feet above the ground.
 - 3. Projecting or canopy signs, other than those in the Central Business District, shall have a minimum ground clearance of ten (10) feet, shall be set back at least six (6) feet from any adjacent public right-of-way, nor project over an alley or private access lane. A projecting sign

- shall not extend for more than two (2) feet from the building to which it is attached.
4. No wall, canopy or projecting sign shall extend above the roof or parapet of the structure to which it is attached by more than one (1) foot.
 5. Wood posts or supporting arms shall not be used in conjunction with any projecting sign.
 6. Projecting signs shall not exceed thirty-two (32) square feet in area.
 7. Canopy signs shall not be internally illuminated.
- d. **Entranceway Signs.** One (1) permanent sign per vehicular entrance identifying developments such as subdivisions, apartment complexes, condominium communities, senior housing complexes, manufactured housing communities, office and industrial parks and similar uses, provided that the sign is set back a minimum of fifteen (15) feet from any property line or public right-of-way is permitted.
- e. **Signs for Temporary Uses**
1. Temporary signs include, but are not limited to the following:
 - a. For a single dwelling or building or vacant land: an on-site real estate sign, advertising the premise for sale, rent or lease.
 - b. An on-site sign advertising an on-going garage, estate or yard sale.
 - c. Non-commercial signs which contain non-commercial information or directional messages.
 - d. Political Signs
 - e. Holiday or other seasonal signs
 - f. Construction signs for buildings under construction
 2. All temporary signs must comply with the sign size and height standards as specified in the *Sign Dimensional Standards and Regulations Table*.
 3. Location of Temporary Signs shall comply with the following:
 - a. Temporary signs shall not be attached to any utility pole or be located within any public right-of-way.
 - b. Temporary signs shall not be located closer than twenty (20) feet to the edge of the traveled portion of the roadway, nor shall they be located within any dedicated right-of-way.
 - c. Temporary signs shall not be erected in such a manner than they will or may reasonably be expected to interfere with, obstruct, confuse or mislead traffic.
 - d. Temporary signs cannot be placed or constructed so as to create a hazard of any kind.
 - e. Temporary signs may not be posted on private property without first obtaining the permission of the property owner.
 - f. Signs shall not be located within any clear vision triangle, as described in *Section 2.15*
 4. Time Limitations for Temporary Signs. Each temporary sign shall be removed within 60 days of placement. Furthermore, no sign may be erected on a single parcel for more than 60 calendar days out of every 120 calendar days.
- f. **Portable A-Frame Signs.** Portable A-frame or sandwich board signs are permitted in the NBD, CBD and GBD Districts at the public building entrances to businesses subject to the following requirements:
1. One (1) sign per customer entrance shall be permitted regardless of the number of tenants on the premises.

ARTICLE IX - SIGN REGULATIONS

§ 220-81 TOWN OF CANANDAIGUA, NY

§ 220-81

- (2) Flashing. No sign shall be illuminated by or contain flashing, intermittent, rotating or moving light(s). Sign-illuminating devices shall only emit light of constant intensity and color.
 - (3) Intensity. The intensity of light illuminating a sign shall not exceed that necessary to make the sign visible from the nearest public ways.
 - (4) All lighting. All sign lighting shall be compliant with the Town's dark sky lighting standards contained in § 220-77 of the Town Code.
- C. Attention-getting devices. No sign shall consist, in whole or in part, of banners, balloons, pennants, ribbons, streamers, spinners, or similar fluttering devices or consist of animated or moving parts.
- D. Projecting signs. With the exception of signs on awnings or canopies, no sign shall be erected or maintained which extends a distance of more than 18 inches from the front or face of a building. In no event shall a sign overhang or project onto any public right-of-way except as provided for herein.
- E. Minimum setbacks and maximum sign areas.
- (1) Minimum setbacks. Except for public safety signage erected pursuant to § 220-91 and temporary signs erected pursuant to § 220-85, no ground sign shall be erected within 15 feet of any boundary of any street, highway or public way nor within 15 feet of any lot boundary. No temporary sign erected pursuant to § 220-85 shall be erected within 15 feet of any boundary other than that of a street, highway or public way.
 - (2) Maximum areas. The maximum sign area specified herein shall be the maximum sign area permitted for a single display surface. Unless otherwise provided, although no single display surface shall exceed the maximum sign area, the total sign area of a two-sided ground sign may be twice the maximum sign area permitted for a single surface.
- F. Hazards to public safety. All signs shall comply with applicable provisions of the State of New York Uniform Fire Prevention and Building Code.¹ No sign shall be erected in such a manner as obstruct the view of a traffic sign, signal, or device. No sign shall be attached to a fire escape or to any door or window facilitating access to a fire escape. No sign shall be erected or maintained so

1. Editor's Note: See Executive Law § 370 et seq.

- (h) Applicant shall demonstrate that proposed sign location does not lie within the clear sight triangle.
 - (i) A business or use on an adjacent parcel may advertise on a multitenant identification sign when both parcels share an access and upon special use permit approval from the Planning Board. No additional ground signs may be granted to such adjacent parcel.
 - (j) Planning Board may waive or alter the provisions of § 220-83B(2)(c) through (g).
- (3) Tenant identification signs. Each individual business or use within a multi-use development which has an exterior entrance may have a tenant identification sign mounted on the building. Tenant identification signs shall be uniform in design, style and, to the extent practicable, location on the building when compared to other such signs within the same multi-use development and shall only consist of:
- (a) A building-mounted sign which does not exceed one square foot of sign area for each linear foot of building frontage occupied by the use or tenant or 350 square feet of sign area, whichever area is less, and is not more than 10 feet in vertical height.
 - (b) Multiple tenant identification signs are prohibited, except for temporary signs conforming to the requirements of § 220-85; building directory signs permitted pursuant to § 220-83B(6); blade signs permitted pursuant to § 220-83B(9); and multi-use development identification signs which conform to this chapter and have received Planning Board approval.
- (4) Other ground signs prohibited. Ground signs identifying individual businesses within any multi-use development shall be prohibited except for approved multi-use development identification signs pursuant to § 220-83B(2).
- (5) Business advertising and changeable-copy signs prohibited. Business advertising and changeable-copy signs within multi-use developments shall be prohibited.
- (6) Building directory signs. A building directory sign may be erected upon a multiple-use structure as close to the main entrance as possible. One building directory sign may be mounted upon the building, provided such sign shall not exceed eight square feet in sign area.

- (7) Sign location. To the extent practicable, tenant identification signs and building directory signs permitted herein shall be erected only on the side of the building facing the common parking area.
 - (8) Every ground sign shall have street identification numbers in Arabic numerals at least four inches in height made of reflective, contrasting material incorporated into the face of the sign or the structure supporting so as to be clearly visible from the public way.
 - (9) Blade sign. A blade sign may be allowed within multi-use developments. Minimum height above grade shall be 10 feet, and five square feet shall be the maximum area per side.
 - (10) Development identification signs per parcel. An eligible parcel may have only one development identification sign or one multi-use development identification sign. In no instance shall both be allowed on a single parcel.
- C. Temporary commercial speech signs. Temporary commercial speech signs that conform to the requirements of this article may be erected within the following districts: CC, NC, RB-1, LI, I, or PUD.

§ 220-84. Commercial speech signs in agricultural and residential districts.

Permanent commercial speech signs and temporary commercial speech signs in conformance with the requirements of this section may also be erected within the RR-3, AR-2, AR-1, R-1-30, R-1-20, RLD, SCR-1, MR and MH Districts.

- A. Commercial, industrial, and public uses. A single identification sign which indicates the name and street identification number of the building or use only may be erected, provided the sign:
 - (1) Shall not exceed 16 square feet in sign area.
 - (2) If a ground sign, shall not exceed seven feet in height above the adjacent ground level.
 - (3) If illuminated, shall only be illuminated during normal hours of operation.
- B. Residential development signs. Identification signs for a subdivision or a multiple residential development may be erected, provided that:

ARTICLE - XXIX - SIGN STANDARDS

ORD. NO. 16-02

SEC 16-29

CITY OF WEST PALM BEACH, FL

	per face				
Wall sign	50 sq. ft. plus 1 sq. ft. per lineal foot of building frontage, or tenant lease line, in excess of 50 ft. to a total of 100 sq. ft. per building face. For floor areas greater than 100,000 sq. ft., a maximum of 200 sq. ft. per building face	—	Office buildings or buildings with similar use where multiple tenants exist or may be planned, and where public entrance is predominantly interior are limited to 1 wall sign per building side. Additional signs may be approved where retail or other uses have separate exterior public entry.	Yes	No sign shall exceed 75% of the linear footage of the wall on which the sign is placed (within the tenant lease line or multi-tenant buildings), unless otherwise approved. See also Section 16-29-60
Projecting sign	Shall be counted toward maximum allowable wall sign area	—	1 per tenant frontage	Yes	Projecting signs shall not extend more than 36" from the building to which they are attached and shall have a clearance of 8 feet from grade level to the bottom of

not containing a message of any kind, suspended from or between brackets, ropes, wires or similar means of support.

PERMIT (SIGN): A form of written record giving permission to any applicant for the erection of a sign, generally issued by the building department.

POINT OF PURCHASE SIGN: The advertising of a retail item accompanying its display, where the exterior display on a lot of items for sale is permitted within the zone.

PORTABLE SIGN: A sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; A- or T-frame signs, inflatable signs, umbrellas used as advertising; and signs attached to or painted on vehicles parked and visible from the public right of way, unless the vehicle is used in the normal day to day operations of the business occurring on the premises.

PROJECTING SIGN: A sign affixed to the exterior wall or structure and which extends perpendicular to the facade of the building or structure.

READER BOARD (MANUAL): A sign containing a message for public display that is manually altered periodically but not more frequently than daily.

ROOF SIGN: A sign which is erected upon or above any portion of a roof or parapet wall of a building and which is wholly or partially supported by the building.

SEASONAL/SPECIAL SIGN: A sign and/or decoration intended to celebrate commonly recognized historic and/or religious holidays, announce personal noncommercial events such as births, birthdays, weddings, anniversaries and graduations.

SIDEWALK SIGN: A movable sign that rests on the sidewalk and which is not permanently attached to the ground.

SIGN: Any identification, description, building graphics, illustration or device, illuminated or nonilluminated, which is visible from any public place or is located on private property and exposed to the public which directs attention to a product, service, place, activity, person, institution, business or solicitation, including any permanently installed or display merchandise; or any emblem, painting, banner, permanent placard or temporary sign designed to advertise, identify or convey information, with the exception of window displays and flags of a government or political subdivision. Signs shall also include all sign support structures either wholly or partially aboveground. The word "sign" shall mean any electrically illuminated physical structure except marquees, the principal purpose of which is to advertise a business, product or service, which is attached to the exterior of a building or to land.

SIGN ADMINISTRATOR: That person responsible for the administration and enforcement of the provisions contained within this chapter.

SIGN CONTRACTOR: A person who fabricates, installs, erects or otherwise maintains signs.

SIGN ELECTRICIAN: An appropriately licensed and qualified electrician who installs, repairs, connects, or disconnects the electrical wiring for a sign.

SIGN ERECTOR: A person who installs, erects, alters or removes a sign but does not include persons who change the posters on a billboard or who change the lettering on signs where such change can be accomplished without altering the structure or wiring of the sign.

SIGN STRUCTURE: A structure which supports, has supported, or is capable of supporting a sign,

notice of those costs, the amounts specified shall become an assessment or lien against the property.

- F. Signs described in subsection [11-23-9B4](#) of this chapter erected on public property or rights of way without prior approval shall be subject to immediate removal where and when possible by city personnel without obligation to notify the owner of said sign. (Ord. 2813, 10-20-1997)

11-23-8: GENERAL PROVISIONS:

- A. Nothing in this chapter shall be interpreted as prohibiting or excluding such signs as are required by law, including legal notices and advertisements posted by a lawful officer or agent.
- B. No sign shall be constructed which resembles any official marker erected by the city, state or any governmental agency, or which by reason of position, shape or color would conflict with the proper functioning of any traffic sign or signal.
- C. All signs shall be maintained by the owner and kept in good repair and appearance. The surface of the ground under and about any sign shall be kept clear of weeds, rubbish and flammable waste materials.
- D. All signs shall have a minimum vertical clearance of eight feet (8') where there is pedestrian traffic beneath them and all signs shall have a minimum vertical clearance of fourteen feet (14') where they extend over any vehicular driveway or parking area.
- E. Signs shall be installed so that there is a minimum of two feet (2') between any portion of the sign and the adjacent property or street right of way line; or to the curb line in the case of projecting signs. In the case of a projecting sign, an encroachment contract documenting the extent of intrusion of the sign into the right of way must be completed and filed by the sign permit applicant with the Lewis and Clark County clerk and recorder's office following review and approval of the sign encroachment by the city.
- F. Projecting signs shall not extend more than ten feet (10') measured at a right angle between the outer extremity of the sign and the wall or structure to which it is attached or as limited by subsection E of this section. The sign shall appear to be free of any extra bracing, angle iron, guy wires, cables, etc., and sign supports shall appear to be an architectural feature and integral part of the building. A projecting sign shall not extend more than six inches (6") above the parapet, eave or facade of the building to which it is attached.
- G. A roof sign shall appear to be free of any extra bracing, angle iron, guywires, cables, etc. The supports shall appear to be an architectural feature and integral part of the building. Supporting columns of round, square, or shaped steel members may be erected if the required bracing that is visible to the public is minimized or covered. The sign height shall not exceed eight feet (8') measured from the lowest point of attachment to the roof nor exceed the allowable height of a structure for the underlying zoning.

H. Temporary signs as referenced in subsection [11-23-9C](#) of this chapter.

B-2 district:

- A. Each principal building may have either a single freestanding sign or a single projecting sign and a single roof sign, if such signs are designed to be viewed from different directions. Total area of a freestanding sign shall not exceed one hundred fifty (150) square feet. Height of a freestanding sign shall not exceed thirty four feet (34'). Total area of a roof sign shall not exceed one hundred fifty (150) square feet. Height of a roof sign shall not exceed that set forth in subsection [11-23-8G](#) of this chapter.
- B. Projecting signs are permitted pursuant to subsection A of this section if they are in compliance with those requirements listed in subsection [11-23-8D](#) through F of this chapter and do not exceed forty (40) square feet.
- C. Notwithstanding other provisions of this title, freestanding signs may be placed in the required front yard, provided that the leading edges of said signs and their supporting members conform to subsection [11-23-8E](#) of this chapter.
- D. Each business is permitted awning, wall, and/or marquee signs conforming to subsection [11-23-8M](#) of this chapter. The total aggregate area of such signs shall not exceed thirty percent (30%) of the building facade or that portion occupied by the business, to which they are applied or two hundred (200) square feet, whichever is less.
- E. Animated or changeable copy signs are permitted if they comply with the area and height requirements for signs in this district and with the provisions of subsections [11-23-8L](#) and [11-23-9B2](#) and B3 of this chapter.
- F. One under marquee sign is permitted for each business entrance and shall not exceed ten (10) square feet.
- G. Directional signs as referenced in subsection [11-23-8J](#) of this chapter.
- H. Temporary signs as referenced in subsection [11-23-9C](#) of this chapter.

B-3 district:

- A. Freestanding or monument signs are not permitted in this district unless a conditional use permit (CUP) has been obtained for the same in accordance with the provisions of [chapter 3](#) of this title. Such signs may be animated or changeable copy if so approved, subject to the limitations of subsections [11-23-8L](#) and [11-23-9B2](#) and B3 of this chapter.

- B. Each principal building in this district shall be permitted awning or wall signage not to exceed thirty percent (30%) of the building facade to which it is applied or two hundred (200) square feet, whichever is less.
- C. Marquee signs are permitted pursuant to subsection [11-23-8M](#) of this chapter, but shall not exceed fifty (50) square feet in area.
- D. One under marquee sign is permitted for each business entrance and shall not exceed ten (10) square feet.
- E. Projecting signs are permitted if they are in compliance with those requirements listed under subsections [11-23-8D](#) through F of this chapter, and do not exceed forty (40) square feet in total area.
- F. One on premises roof sign is permitted for each principal building and shall not exceed two hundred (200) square feet in area.
- G. Directional signs as referenced in subsection [11-23-8J](#) of this chapter.
- H. Temporary signs as referenced in subsection [11-23-9C](#) of this chapter.

DT and TR Districts: all signs in the Downtown District and Transitional Residential District are regulated as provided by [Chapter 9](#) of this title.

CLM and M-I districts:

- A. Each principal building may have either a single freestanding sign or a single projecting sign, and a single roof sign, if such signs are designed to be viewed from different directions. Total area of a freestanding sign shall not exceed three hundred (300) square feet. Height of a freestanding sign shall not exceed thirty five feet (35'). Total area of a roof sign shall not exceed three hundred (300) square feet. Height of a roof sign shall not exceed that set forth in subsection [11-23-8G](#) of this chapter.
- B. Projecting signs are permitted pursuant to subsection A of this section if they are in compliance with the requirements listed in subsections [11-23-8D](#) through F of this chapter and do not exceed two hundred (200) square feet.
- C. Notwithstanding other provisions of this title, freestanding signs may be placed in the required front yard provided that the leading edges of said signs and their supporting members conform to subsection [11-23-8E](#) of this chapter.
- D. Each business is permitted wall signage which shall include any signs affixed to awnings as set out in subsection [11-23-9A10](#) of this chapter. The total aggregate area for such signs shall not

SIGN STANDARDS

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- g. Any single projecting sign shall not project more than 2 feet from the face of the building wall to which it is attached; project nearer than 5 feet of the curb; extend lower than 10 feet above the grade of sidewalk level; nor exceed 20 square feet in sign area per face. Projecting signs may encroach on street right of way where the building adjoins the street right of way and the sign is approved by the Kokomo Board of Public Works and Safety.
- B. Multi-tenant structure(s) on a lot with 2 or more tenants shall be regulated as follows:
- a. Tenant Signs:
1. Any combinations of wall, awning, projecting sign or permanent window signs are allowed per tenant space.
 2. The cumulative square footage of all permanent signs per tenant space shall not exceed 150 square feet or 2 square feet times the length of the tenant's facade which includes the primary entrance, whichever is less, subject to Section 6.40.H.a.
 3. Any single wall sign shall not exceed 120 square feet in area and 6 feet in height, subject to Section 6.40.H.f.
 4. Any single awning sign shall not exceed 20 square feet in area and 3 feet in height.
 5. Any single window sign shall not exceed 20 square feet in area and 3 feet in height.
 6. Any single projecting sign shall not project more than 2 feet from the face of the building wall to which it is attached; project nearer than 5 feet of the curb; extend lower than 10 feet above the grade of sidewalk level; nor exceed 20 square feet in sign area per face. Projecting signs may encroach on street right of way where the building adjoins the street right of way and the sign is approved by the Kokomo Board of Public Works and Safety.
- b. Multi-Tenant Structure(s) Signs:
1. A multi-tenant structure(s) is permitted any combination of wall signs, projecting signs, awning signs, 1 gateway sign at the primary entrance into the multi-tenant structure(s), and single secondary gateway sign(s) at any entrance into the multi-tenant structure(s) off a street not used by the primary entrance, in addition to any tenant signs.
 2. The cumulative square footage of all multi-tenant structure(s) permanent signs shall not exceed 1 square foot times the length of the facade(s) facing public roadways up to a maximum of 150 square feet per facade, subject to Section 6.40.H.
 3. Any single gateway sign shall not exceed 150 square feet in area per side and 15 feet in height, subject to Section 6.40.H.c.
 4. A secondary gateway sign shall not exceed 50 square feet in area per side and 15 feet in height, subject to Section 6.40.H.d.
 5. Any single tenant sign on a gateway sign shall not exceed 35 square feet per side and is in addition to signs permitted for the tenant by 6.41 B. b.
 6. Any single tenant sign on a secondary gateway sign shall not exceed 15 square feet per side and is in addition to signs permitted for the tenant by 6.41 B. b.
 7. Any single wall sign shall not exceed 150 square feet in area and 6 feet in height, subject to Section 6.40.H.f.
 8. Any single awning sign shall not exceed 20 square feet in area and 3 feet in height.
 9. Any single window sign shall not exceed 20 square feet in area and 3 feet in height.
 10. Any single projecting sign shall not project more than 2 feet from the face of the building wall to which it is attached; project nearer than 5 feet of the curb; extend lower than 10 feet above the grade of sidewalk level; nor exceed 20 square feet in sign area per face. Projecting signs may encroach on street right of way where the building adjoins the street right of way and the sign is approved by the Kokomo Board of Public Works and Safety.
- D. Directional signs are permitted on a lot as follows.
- a. Directional signs shall only contain language and icons to guide pedestrians or motor vehicles into, out of, or around a development.
 - b. Any single directional sign shall not exceed 4 square feet in area and 4 feet in height.
 - c. No more than 2 directional signs shall be used per curb cut onto a public street.