



CITY OF CHARLEVOIX
210 STATE ST. CHARLEVOIX, MICH. 49720

PLANNING COMMISSION PUBLIC MEETING AGENDA

Created: October 5, 2017 Posted October 5, 2017 at 12 p.m.

MONDAY, October 9, 2017 at 7:00 P.M. in the City Council Chambers.

- A) CALL TO ORDER/PLEDGE OF ALLEGIANCE
- B) ROLL CALL
- C) INQUIRY INTO POTENTIAL CONFLICTS OF INTEREST
- D) APPROVAL OF AGENDA
- E) APPROVAL OF THE September 11, 2017 MINUTES
- F) CALL FOR PUBLIC COMMENT NOT RELATED TO AGENDA ITEMS
- G) NEW BUSINESS
 - 1. Planning Commission To-Do List Discussion
- H) OLD BUSINESS
 - 1. Zoning Code Review: Signage
 - a. Staff presentation
 - b. Planning Commission discussion
- I) STAFF UPDATES
 - 1. Solid Waste Ad Hoc Committee
- J) REQUESTS FOR NEXT MONTHS AGENDA OR RESEARCH ITEMS.
- K) ADJOURNMENT

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CITY OF CHARLEVOIX
PLANNING COMMISSION MEETING MINUTES
Monday, September 11, 2017 - 7:00 p.m.
210 State Street, City Hall, Council Chambers, Charlevoix, MI

A. Call to Order

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

B. Roll Call

Chair: Sherm Chamberlain

Members Present: Judy Clock, John Elzinga, Mary Eveleigh, Toni Felter, Rick Golding, Nelson Fletcher, Dennis Halverson, RJ Waddell

Members Absent: None

Staff Present: Sarah Lucas, Staff Planner Networks Northwest; Elise Crafts, Regional Planner Networks Northwest

C. Inquiry Into Potential Conflicts of Interest

D. Approval of Agenda

Motion by Member Fletcher, second by Member Elzinga, to approve the agenda as presented. Motion passed by unanimous voice vote.

E. Approval of Minutes – August 14, 2017

Motion by Member Clock, second by Member Fletcher, to approve the minutes of the August 14, 2017 meeting as presented. Motion passed by unanimous voice vote.

F. Call for Public Comment not Related to Agenda Items

G. New Business

1. Public Hearing: Proposed Short-Term Rental Ordinance

a. Staff Presentation

Staff Planner Lucas provided a brief history of the proposed short-term rental ordinance. She stated that City Council reviewed the proposed ordinance at their August 7th meeting and directed the Planning Commission to move forward with a public hearing and that they were generally agreeable to the provisions. She stated that the City Attorney reviewed the draft ordinance and she reviewed his suggested changes.

Member Fletcher suggested that the first sentence under Section 5.55 (c), *Regulations* should be stricken in order to have the Noise and Nuisance section applicable to short-term rentals the same as the Noise Control Ordinance.

b. Call for Public Comment

Judith Lozo stated that she has owned a home in Charlevoix for 24 years and she thanked Staff Planner Lucas and the Commission for addressing the impact short-term rentals have on neighbors. She questioned the availability of the Good Visitor Guide and if it addressed parking issues, maximum number of occupants allowed, and restrictions against bonfires.

Amanda Wilkin, Charlevoix Visitors Bureau, stated that this was a great first step and questioned when it was going to be re-addressed. Member Waddell stated that the registration process was for one year.

c. Planning Commission Discussion

Member Waddell attended the City Council meeting and Council's questions were about enforcement. He stated that a landlord questioned why the Good Visitor Guide didn't include "you can drink the water" instead of bottled water.

c. Motion

Motion by Member Eveleigh, second by Member Clock, to accept the proposed zoning amendments regarding short-term rentals with changes as proposed by the City Attorney and the Planning Commission. Motion passed by unanimous voice vote.

H. Old Business

1. Zoning Code Review: Signage

a. Staff Presentation

Regional Planner Crafts reviewed the changes made to the signage regulations since the last meeting. Discussion followed regarding examples of abandoned or unsafe signs, signage and historic logos painted on the sides of buildings, and artwork (decorative or architectural features of buildings, works of art, and 3D artwork) that also function as a type of sign. She went through a detailed review of Sections 5.105-6.113, *Zoning Districts*, which was an administrative shift from how the current ordinance is organized, but the standards were somewhat similar. The Commission removed the reference to "25% of the total area of each window pane" under each section that references window signs.

The Commission discussed businesses that paper over their windows during the winter months and the possibility of having a contest for the best winter window display. Interim Zoning Administrator Sullivan preferred the sign sizes be defined rather than referenced by percentages and the Commission agreed.

Planner Crafts reviewed Section 5.114, *Schedule of Regulations*, and stated that she and Interim Zoning Administrator Sullivan will review the number of signs allowed for each particular district for the next meeting.

Planner Crafts stated that the section dealing with dangerous signage would be included in the current Code of Ordinances, under Chapter 61, *Nuisances*. Discussion followed regarding garage sale signs posted on utility poles.

Planner Crafts proposed facilitating a focus group including a Chamber of Commerce representative, a DDA representative, a couple of businesses in the City as well as interested residents and a realtor. The purpose of the group would be to review and vet the draft Ordinance before it is presented to City Council. The Commission concurred.

b. Planning Commission Discussion

Discussion held during the staff presentation.

2. Zoning Code Review: Site Plan Review

a. Staff Presentation

Regional Planner Crafts referenced the site plan review process and the review conducted by Interim Zoning Administrator Sullivan. She stated that Interim Zoning Administrator Sullivan suggested that the Planning Commission be the sole reviewing entity for Level B reviews, which would eliminate the second review by City Council. Chair Chamberlain requested Interim Zoning Administrator Sullivan write a letter to Council seeking their opinion on the elimination of Council review for Level B projects.

I. Staff Updates

1. Solid Waste Ad Hoc Committee

Member Fletcher stated that the Committee was considering options to limit trash collection to two times per week and they would be meeting with the City's Public Works Director on October 2nd to further review current practices.

J. Request for Next Month's Agenda or Research Items

K. Adjournment

Motion by Member Eveleigh, second by Member Fletcher, to adjourn the meeting. Motion passed by unanimous voice vote. Meeting adjourned at 8:34 p.m.

Joyce M. Golding/fgm

City Clerk

Sherm Chamberlain

Chair

Planning Commission To-Do List

2017

Action	Status
Short Term Rental Ordinance	Council Approved
Update Zoning Ordinance to conform with Master Plan • Signage • Graphic Design Elements • Minor Language Conflicts • Landscaping standards • Accessory building height	Ongoing – working on signage draft
Site Plan Review process amendment	Ongoing – Larry will present options to City Council prior to Planning Commission discussion
Nuisance ordinance update – dangerous signs	
Solid Waste Ordinance update	Ongoing – committee formed
Redevelopment Ready Certification Process	
Joint meeting with surrounding Townships and School Boards • Review results • Public comment • Action plan	

MEMO

October 3, 2017

To: City of Charlevoix Planning Commission

From: Elise Crafts, Networks Northwest

Re: Draft Signage Ordinance

Summarized below are discussion items for the October 9th Planning Commission meeting, based on the September meeting.

- **Nuisance ordinance conflict?**

Section 6.3(8) lists the following as a nuisance (and therefore not allowed):

*Except as required by law, the distributing, placing, posting, or affixing of posters, notices, or handbills on private property without consent of the owner or occupant or in a public right-of-way; provided however, **notices which do not cause a visual obstruction to traffic or pedestrians may be placed on public utility poles.*** (emphasis added)

As the Planning Commission discussed at the September meeting, this section makes it appear as though signage on public utility poles is allowed, which is in conflict with the current and proposed sign ordinance. Upon speaking with Janet Jones, City of Charlevoix Code Enforcement Officer, the City's practice is to not allow signage to be stapled on public utility poles and she agrees that this section is confusing and should be amended.

I reviewed the remaining nuisance ordinance regulations for conflict with the existing/proposed sign ordinance and did not find any additional inconsistencies.

- **Abandoned Signage**

Larry Sullivan, Interim Zoning Administrator, suggests the Planning Commission consider the following definition for "abandoned sign" and include these as prohibited:

Abandoned Sign: *A sign or sign structure which is no longer used by the property or sign owner, in which case discontinuance of sign use may be shown by cessation of use of the property where the sign is located for the use or purpose with the sign.*

- **How are window signs enforced currently? General sign enforcement trends?**

Janet indicates enforcement action has been taken pertaining to window signs about 2x in the past 2 years of her tenure with the City. Sandwich board sign issues are more common and flag signs which state something other than "open" are sometimes an issue, particularly when a business is holding a grand opening. Real estate signage issues seem to be improving as there were 4 enforcement cases last year, and none so far this year. Janet is concerned about removing the maximum of 25% per window pane from the window sign standards – she worries about reduced visibility for both patrons inside of the business and passerby on the street.

- **How shall the maximum number of signs be determined? By business? Parcel? Frontage?**

The current ordinance is not clear on the maximum number of signs allowed, with the exception of businesses. I have attempted to clarify the maximum signs allowed using current best practices, and by doing so, have increased the maximum allowance (option 1). Larry Sullivan, Interim Zoning Administrator, feels the current regulations are working well and suggests we carry these over into the new ordinance (option 2). Walking through downtown Charlevoix and surrounding commercial districts, it is clear that many businesses have more than 2 signs per street frontage. In fact, most have 3 or 4. Given that reality, a combination of options 1 and 2 is presented in option 3.

- **Temporary Banners**

Larry is seeking clarification from the Planning Commission regarding the temporary banners standards (section 5.104(8) in current ordinance). This section states:

*Temporary banners are only allowed in two (2) specific locations within the city, adjacent to the city golf course and near the intersection of M-66 and US-31. Banners advertising community events may be placed in those locations by non-profit or for-profit businesses or entities when the zoning administrator determines that those events will provide a substantial benefit to the City of Charlevoix and the **event will not create any unfair competition among local businesses**. Banners shall not exceed thirty (30) square feet in area, may be erected not more than two (2) weeks before the event and must be removed within two (2) days after the event.* (emphasis added)

This section allows event signage which does not create “unfair competition among local businesses”. What does that phrase mean? What is the intent here?

- **What is the perspective of business owners, realtors, residents, etc. related to the City’s sign ordinance?**

I am meeting with several individuals this week, to obtain feedback on the new signage ordinance and general signage concerns. I’ll provide a detailed memo of those conversations to you at the October meeting – my apologies that you won’t have this feedback in advance.

Changes to the new ordinance based on this discussion are reflected in **RED** below.

Definitions

Definition has been added for “abandoned sign”.

Section 5.101 General Provisions

(1) Prohibited Signs

Letter c – abandoned sign added under prohibited signs.

Section 5.103 Sign Standards for Specific Signs

(2) Window Signs

Letter a – removed 25% of window pane standard. This is also reflected in Sections 5.106-5.113, where window signs are listed as allowed in each zoning district.

Sections 5.109 GC Zoning District, 5.112 I Zoning District, and 5.113 PO and MC Zoning Districts

The industrial district is now its own section, because temporary banners are allowed in the Industrial and Public Facilities districts only, which sets the I district apart from the PO and MC districts (which it was previously lumped in with). I mistakenly thought temporary banners were allowed in the PF and GC districts in previous drafts. This change results in the renumbering of sections after Section 5.112.

Section 5.115 Schedule of Regulations

Three maximum scenarios are presented for your review. Maximum sign face area, height, location, etc. have not changed since the previous draft.

Sign-Related Definitions

Abandoned Sign. A sign or sign structure which is no longer used by the property or sign owner, in which case discontinuance of sign use may be shown by cessation of use of the property where the sign is located for the use or purpose of the sign.

Awning. A permanent shelter constructed on a supporting framework, projecting from and supported by the exterior wall of a building.

Awning. A permanent shelter constructed on a supporting framework, projecting from and supported by the exterior wall of a building.

Airborne Devices. A sign supported by aerodynamic forces or propelled through the air by force including, but not limited to, air filled balloons, signs animated by forced air and lighter than air signs.

Awning Sign. A sign painted, printed, attached flat against or integrated within the surface of an awning.

Banner. A sign made of a non-rigid material; however, not including pennants or flags.

Billboard-Highway Advertising Sign. An off-premises sign owned by a person, corporation or other legal entity that engages in the business of utilizing and/or selling the space on that sign. See *“Off-Premises Sign.”*

Building Elevation. All of that part of a building façade(s) which would be included in an elevation view rendering of the building drawn parallel to, and for the entire length of, a lot line.

Business Center Sign. An on-premises sign which identifies or gives directions to a business complex or group of contiguous stores which may contain the names of the individual stores, businesses, institutions, or other organizations located within the complex or group. See *“On-Premises Sign.”*

Canopy (Building). A permanent rigid structure covered with fabric, metal, shingles or other material and supported by a building at one or more points.

Canopy (Freestanding). A permanent, rigid structure covered with fabric, metal or other material and supported by columns, posts or other forms of support not a part of a building.

Canopy Sign. A sign affixed, applied to or part of a canopy.

Electronic Sign Face. That portion of a sign face capable of changing its message or image electronically.

Flag. A sign made of non-rigid material having a distinctive size, color and design used as a symbol or emblem.

Flashing Sign. Any illuminated sign on which the artificial light is not at all times stationary or constant in intensity and color.

Ground Sign. A sign supported by one (1) or more uprights, poles, braces or some other structure, placed in the ground surface and not attached to any building.

Illuminated Sign. A sign that includes artificial light by either emission, reflection or refraction.

Internally Lighted Sign. A sign having an internal lighting source which allows light to be visible through the sign face.

Marquee. A permanent structure of rigid materials supported by and extending from, or above, the façade of a building

Marquee Sign. Any sign attached to or supported by a marquee.

Off-Premises Sign. A sign which contains a message regarding a land use, service, or activity provided on property other than the premises where such sign is located.

On-Premises Sign. A sign which contains a message regarding a land use, service, or activity provided on the property where such sign is located.

Pennant. A small, often triangular, flag used in multiples.

Portable Sign. A freestanding sign, often with a changeable message, that is not permanently anchored or secured to either a building or the ground.

Projecting Sign. A sign which is affixed to any building or structure other than a marquee or canopy and projects in such a way that the sign face is not parallel to the wall to which it is attached.

Roof Sign. Any sign or part of a sign which is erected on, or as a part of, the roof of a building.

Sign. A structure, including its base, foundation and erection supports upon which a message is displayed.

Sign Face. That portion of a sign excluding its base, foundation and erection supports.

Streamers. A long narrow wavy strip resembling or suggesting a banner floating in the wind.

Temporary Sign. A sign, often with a non-changeable message, with or without a structural frame, intended for a limited period of display,

Wall Sign. A sign which is attached directly to, or painted upon, a building wall, the exposed face of which is essentially in a plane parallel to the building wall or structure.

Window Sign. A sign, picture, symbol or combination thereof that is placed on the interior of a window pane or glass with the intent to be visible from the outdoors.

Article 11 Signs

5.100 Purpose

The purpose of this article is to regulate signs designed to be visible to the public in a manner which does not restrict the content thereof while:

1. Recognizing the mass communications needs of both businesses and other parties.
2. Protecting property values and neighborhood character.
3. Creating a more attractive business climate.
4. Promoting pedestrian and traffic safety by reducing sign distractions, obstructions and other hazards.
5. Promoting pleasing community environmental aesthetics.
6. Discouraging visual competition among businesses.

5.101 General Provisions

(1) Prohibited Signs

The following signs shall not be allowed in any zoning district:

- a. Signs that are not consistent with the standards of this chapter.
- b. Signs that are not clean i.e. are covered with materials that obscure the message, in whole or in part. Signs that are not in good repair, i.e. having broken foundation, base or support structures, lighting fixtures, etc., and/or having a faded appearance.
- c. Signs or sign structures that are abandoned or no longer used by the property or sign owner, in which case abandonment or discontinuance of sign use may be shown by cessation of use of the property where the sign is located for the use or purpose with the sign.
- d. Signs that are structurally unsafe and/or dangerous, i.e. in a state of disrepair or being designed and/or constructed so as to pose a likely threat of total or partial collapse. See *Section 5.101(5)* and *Section 5.101(6)*.
- e. Signs that are not securely affixed to a substantial structure that will hold the sign in a fixed position under normal weather conditions.
- f. Signs that are attached to any natural growth, such as trees, shrubs or other natural foliage.
- g. Signs, which by reason of their location, shape, size or color appear to regulate, warn or direct the movement of traffic on public thoroughfares or interfere with or resemble an official traffic sign, signal or device.

- h. Signs other than official utility company signs affixed to power utility poles or other utility structures or fixtures.
- i. Signs located so as to interfere with the view necessary for motorists to proceed safely through intersections or to enter onto or exit from public streets or private roads. (See *Section 5.62*.)
- j. Signs in public rights-of-way other than those allowed by the City Highway Banner Program and State of Michigan TODS program.
- k. External neon signs other than in the GC, CBD, or CH Districts.
- l. All types of flags, feathers, banners (except those authorized under *Section 5.101(2)(d)* and *Section 5.103(7)*), pennants, streamers and airborne devices attached to the ground or buildings ("Over Highway Banners" are allowed only by the City Highway Banner Program by permit from the City Manager and MDOT.)
- m. Billboard-highway advertising signs.
- n. Internally lighted signs.
- o. Off-premises signs.
- p. Roof signs.
- q. Signs containing an electronic sign face other than allowed by *Section 5.104(1)*.

(2) Signs Authorized Without a Sign Permit

The following signs are authorized in any district without a Sign Permit and are not included towards the maximum number of signs allowed on a parcel, but shall conform to the applicable requirements of this chapter and the applicable building codes.

- a. Signs posted on private property less than or equal to one (1) square foot in sign face area.
- b. Signs erected by, on behalf of, or pursuant to the authorization of a governmental body.
- c. Official signs erected by public utilities.
- d. Non-commercial flags or insignia.
- e. Integral decorative or architectural features of buildings or works of art, so long as such features or works do not contain letters, trademarks, moving parts or lights.
- f. Any sign located wholly within a building and not visible from outside the building.
- g. Window signs less than or equal to six (6) square feet in sign face area and located on the interior of a building. Window signs exceeding six (6) square feet in sign face area, whether located on the interior or exterior of a building, are considered wall signs and are subject to all applicable regulations.

- h. Public signs or signs sanctioned by a public body on public land are not subject to this chapter.

(3) Permit Required for Signs

- a. Except as otherwise provided in this chapter, no sign may be constructed, erected, moved, enlarged, illuminated or otherwise altered unless a sign permit has been issued in accordance with the provisions of this chapter. Repainting or changing the message of a sign shall not in and of itself be considered an alteration.
- b. Application for a sign permit shall be submitted to the zoning administrator on appropriate forms supplied by her/his office. Said application shall contain the following information:
 - i. Name, address, and telephone number of the applicant.
 - ii. Written permission of property owner on whose property the sign will be located (if the applicant is not the property owner).
 - iii. Type of sign as defined by this chapter.
 - iv. Scaled drawing showing sign size, height, type of support (if applicable), zoning district in which the sign will be located, location of sign on property including front and side yard setback distances and any other information required herein.
 - v. Street address of the property upon which the sign will be located.
 - vi. The name of the sign contractor, who shall erect the sign and/or sign structure.
 - vii. No permit shall be issued for the erection of any sign or signs until such sign(s) have been reviewed and approved by the zoning administrator and without first having paid a permit fee as established by the city council.

(4) Signs in Public Rights-of-Way

All signs in the US 31 and M 66 Highway Rights of Way are jointly regulated by the City of Charlevoix and Michigan Department of Transportation (MDOT) at locations approved by and installed in accord with the State of Michigan TODS program.

(5) Unsafe Signs

- a. No person, corporation, business organization or other legal entity shall own or maintain any sign or advertising device that is structurally unsafe. For purposes of this section, the term “structurally unsafe” shall mean being in a state of disrepair or being designed and/or constructed so as to pose a likely threat of a total or partial collapse.

- b. The zoning administrator and/or other officials designated by the zoning administrator shall have the right to inspect signs and advertising devices to determine whether they are structurally unsafe. The zoning administrator and/or other officials designated by the zoning administrator may exercise this right of inspection by consent of the owner of the sign or advertising device and the owner of the property on which the sign or advertising device is located or by administrative search warrant.
- c. If the zoning administrator finds that a sign or advertising device is structurally unsafe, he or she shall serve on the owner of the sign or advertising device and the owner of the property on which the sign or advertising device is located a written notice, which specifies all of the following:
 - i. The location of the sign or advertising device that is structurally unsafe.
 - ii. The nature of the unsafe condition.
 - iii. The date, no less than twenty (20) days after the written notice was served, before which the owner of the sign or advertising device or the owner of the property on which the sign or advertising device is located shall remedy the unsafe condition.
 - iv. A statement that if the owner of the sign or advertising device or the owner of the property on which the sign or advertising device is located fails to remedy the unsafe condition within the time specified in the written notice, the city may enter onto the property to remedy the unsafe condition and charge the costs of such action, including reasonable attorney fees, to the owner of the sign or advertising device and/or the owner of the property on which the sign or advertising device is located.
 - v. A statement that the owner of the sign or advertising device and the owner of the property on which the sign or advertising device is located has the right before the expiration of the deadline contained in the written notice to request a hearing before the city council regarding whether the sign or advertising device is structurally unsafe.
 - vi. The service required by this subsection shall be personal service or service by certified mail, restricted delivery, return receipt requested. For purposes of this section, the phrase “remedy the unsafe condition” shall mean repairing the sign or advertising device so that it does not pose a serious threat of a total or partial collapse or removing the sign or advertising device from the property.

- vii. If the owner of the sign or advertising device or the owner of the property on which the sign or advertising device is located requests a hearing before the city council as provided in this section, the city shall take no action to remedy the unsafe condition until, after notice and hearing, the city council finds that the sign or advertising device is structurally unsafe. A notice of the time, date and place of the hearing before the city council shall be served on the owner of the sign or advertising device and on the owner of the property on which the sign or advertising device is located no less than fourteen (14) days before the scheduled hearing. The service of this notice may be made by first class mail. The owner of the sign or advertising device or the owner of the property on which the sign or advertising device is located may appeal an adverse decision by city council to the circuit court as provided by law.
- viii. In exercising its right under this section to remedy the unsafe condition, either with or without a hearing before the city council, the city shall remove the sign or advertising device from the property if the repairs necessary to remedy the unsafe condition exceed fifty (50) percent of the value of the sign or advertising device.
- ix. The costs of remedying the unsafe condition by the city, including reasonable attorney fees, may be collected in a lawsuit against the owner of the sign or advertising device or the owner of the property on which the sign or advertising device is located.

5.102 Sign Standards for All Signs

(1) Number and Placement Requirements

- a. For the purpose of determining the number of signs where graphic material is displayed in a random manner without an organized relationship of elements, each element shall be considered a single sign. A number of small signs randomly placed on a wall cannot be construed to be a single sign.
- b. No sign may extend above any parapet or be placed upon any roof surface, except that for purposes of this chapter, roof surfaces constructed at an angle of seventy-five (75) degrees or more from horizontal shall be regarded as wall space. This subsection shall not apply to displays, including lighting, erected in connection with the observation of holidays on the roofs of residential structures.

(2) Computation of Sign Face Area

- a. The sign face area of a sign shall be computed by including the entire area within a single, continuous perimeter of a circle, triangle, rectangle or parallelogram enclosing the extreme limits of the writing, representation, emblem or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, but not including any supporting framework or bracing that is clearly incidental to the display itself.
- b. If the sign consists of more than one (1) section or module, all of the area, including that between sections or modules, shall be included in the computation of the sign face area.
- c. Subject to the provisions of *Section 5.103 (3)* the sign face area of two-sided, multi-sided or three-dimensional signs shall be computed by including the total of all sides designed to attract attention or communicate information that can be seen at any one time by a person from one vantage point.

(3) Sign Height

- a. The height of a sign shall be measured vertically from the ground level to the top of the sign, unless otherwise specified.

(4) Illumination and Lighting

- a. All electrical wiring to a sign shall be placed underground when applicable.
- b. Signs must be lighted indirectly and not internally. Indirect lighting shall be directed either downward or upward onto the sign face and shielded so that it illuminates only the sign face and does not shine directly into a public right-of-way or residential premises.
- c. Signs may be illuminated using a high intensity reflective surface or lettering.
- d. No sign may contain or be illuminated by flashing or intermittent lights or lights of changing degrees of intensity.
- e. External neon signs no larger than two (2) square feet in sign face area are allowed in the GC (General Commercial), CBD (Central Business District), and CH (Commercial Hospitality) zoning districts only.

(5) Sign Materials

- a. Signs shall be constructed of durable materials.
- b. Natural or natural-like materials are encouraged. Earth tone colors are to be encouraged.
- c. It is recommended that the sign be constructed of materials compatible with the existing structure.

5.103 Sign Standards for Specific Signs

(1) Ground Signs

- a. No part of a ground sign may exceed a height of sixteen (16) feet, measured from ground level.
- b. No part of a ground sign may be closer than four (4) feet to the right-of-way line.

(2) Window Signs

- a. Window signs are allowed provided ~~they do not exceed twenty-five (25) percent of the total area of each window pane and~~ do not exceed six (6) square feet. Any window sign greater than six (6) square feet is shall be considered a wall sign.
- b. Window signs less than or equal to six (6) square feet shall not count towards the maximum number of signs allowed.

(3) Two-sided Signs

- a. A two-sided or multi-sided sign shall be regarded as one (1) sign so long as the interior angle of a "V" type sign does not exceed thirty (30) degrees and the two (2) side are at no point separated by a distance that exceeds five (5) feet; and the distance between the backs of each face of a double-faced (back-to-back) sign does not exceed three (3) feet.

(4) Wall Signs

- a. No wall sign attached to a building may project more than twelve (12) inches from the building wall. In those instances where a wall sign is affixed to the wall of the structure which lies on a right-of-way line, the bottom of the wall sign may be no closer than eight (8) feet from the ground. In all other instances, see *Section 5.115* for height requirements.

(5) Projecting Signs

- a. No part of a projecting sign may extend more than eight (8) feet over private property or a public right-of-way.
- b. Projecting signs shall be located at least eight (8) feet from ground level, measured vertically from ground level to the bottom of the sign.

(6) Awning, Canopy, Marquee Signs

- a. Except for awning, canopy, and marquee signs hanging entirely over private property, no part of an awning sign may be closer than eight (8) feet from ground level.

(7) Temporary Banner Signs

- a. Temporary banners in conjunction with a one-time event are only allowed in two (2) specific locations within the city, adjacent to the city golf course and near the intersection of M-66 and US-31. Banners do not require a sign permit and may only be placed in those locations, by non-profit or for-profit businesses or entities, after the Zoning Administrator determines that these events will provide a substantial benefit to the City of Charlevoix and the event will not create any unfair competition among local businesses. Temporary banners may be erected not more than two (2) weeks before the event and must be removed within two (2) days after the event.

(8) Flags

- a. Commercial flags shall be a maximum of fifteen (15) square feet and shall be located as to not interfere with pedestrian activity.

5.104 Sign Standards for Specific Land Use

(1) Automobile Gasoline Service Stations

- a. In addition to the signs allowed by *Section 5.115*, automobile gasoline service stations, including any business selling gasoline, may display one (1) other sign with a sign face area not to exceed eighteen (18) square feet. For purposes of this subsection, the sign may be an electronic sign face. Signs on pump canopies may be considered secondary to a station's primary sign should the primary sign, for example be a ground sign. See *Section 5.105* for all dimensional requirements.
- b. On-premise signs displayed over individual entrances or service bays shall be permitted. Not more than one (1) such sign per bay shall be permitted and each sign shall not exceed four (4) square feet in total sign face area. See *Section 5.105* for all dimensional requirements.

(2) Major Home Occupations

- a. Major home occupations may have one (1) wall sign no larger than four (4) square feet. See *Section 5.105* for all dimensional requirements.

(3) Multi-tenant Business Center

- a. Notwithstanding the requirements of *Section 5.115* In the case of a shopping center or other integrated group of stores or commercial buildings, one (1)

ground sign may be erected per street frontage. The maximum area for such a sign face shall be equal to twenty (20) square feet one of sign face area for each business, or sixty (60) square feet, whichever is less. See *Section 5.105* for all dimensional requirements.

5.105 Schedule of Regulations for Specific Land Use

Table 5.105 Schedule of Regulations for Specific Land Use

Land Use	Sign Type Allowed	Sign Face Area	Height	Number	Location	Permit Required?
Major Home Occupations	Wall	Max 4 sf	Max 8 ft	Max 1 per parcel	First floor of building	Yes
Business Center	Ground	See Section 5.104(3)	Max 16 ft	See Section 5.104(3)	Min set back 4 ft from ROW	Yes
Automobile Gasoline Service	Electronic	Max 18 sf	Max 16 ft	See Section 5.104(1)	Min set back 4 ft from ROW	Yes
	Service Bay	Max 4 sf	Min 8 ft Max 12 ft	Max 1 per service bay	See Section 5.104 (1)	Yes

5.106 R1, R2, R2A, R4, PC, and SR Zoning Districts

The following signs are authorized in the R1 (Residential Low Density), R2 (Residential Medium Density), R2A (Residential Medium Density – Multi Family), R4 (Residential Planned High Density), PC (Residential Private Clubs), and SR (Scenic Reserve) zoning districts. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- Window signs that do not exceed six (6) square feet in sign face area.
- On-premise wall signs less than or equal to two (2) square feet in sign face area.
- On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area. Such signs shall be removed within seven (7) days after the activity referenced has concluded.

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed thirty-six (36) square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- On-premise ground sign.

5.107 PUD Zoning District

The following signs are authorized in the PUD (Planned Unit Development) zoning district. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. Window signs that do not exceed six (6) square feet in sign face area.
- b. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.
- c. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- a. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- b. On-premise ground sign.
- c. On-premise projecting sign.
- d. On-premise wall sign.

(3) Mixed-use Planned Unit Development

- a. Except for the signs permitted under *Section 5.107*, no other signs are permitted in residential areas of a PUD zoning district, but are allowed in the commercial areas of a PUD zone district. See *Section 5.115* for all dimensional requirements.

5.108 PF Zoning District

The following signs are authorized in the PF (Public Facilities) zoning District. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. Window signs that do not exceed six (6) square feet in sign face area.
- b. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.
- c. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.
- d. Temporary Banners. See *Section 5.103(7)*.

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- a. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- b. On-premise ground sign.
- c. On-premise wall sign.

5.109 GC Zoning District

The following signs are authorized in the GC (General Commercial) zoning district. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. Window signs that do not exceed six (6) square feet in sign face area.
- b. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.
- c. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.
- d. External neon signs no larger than two (2) square feet in sign face area.
- e. ~~Temporary Banners. See Section 5.103(7).~~

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- a. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- b. On-premise awning sign.
- c. On-premise ground sign.
- d. On-premise projecting sign.
- e. On-premise wall sign.

5.110 CM Zoning District

The following signs are authorized in the CM (Commercial Mixed Use) zoning district. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.
- b. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.
- c. Portable signs
 - i. Shall be not more than forty-eight (48) inches in height and thirty (30) inches in width, and cannot exceed six (6) square feet in sign face area;
 - ii. Shall be located on private property;
 - iii. Shall not block pedestrian access;
 - iv. Shall be constructed of durable materials and be clearly portable in terms of size, weight and placement; and
 - v. Shall only be displayed between the hours of 7:00 a.m. and 12:00 a.m.
 - vi. Shall use chalkboards or whiteboards for their signage area.
 - vii. Shall not utilize changeable lettering for their messaging

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- a. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- b. On-premise awning sign.
- c. On-premise ground sign.
- d. On-premise projecting sign.

5.111 CBD Zoning District

The following signs are authorized in the CBD zoning districts. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. Window signs that do not exceed six (6) square feet in sign face area.

- b. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.
- c. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.
- d. External neon signs no larger than two (2) square feet in sign face area.
- e. One (1) commercial flag per business. The flag shall be placed in a location where it does not interfere with pedestrian traffic.
- f. Portable signs
 - i. Shall be not more than forty-eight (48) inches in height and thirty (30) inches in width, and cannot exceed six (6) square feet in sign face area;
 - ii. Shall be located on private property;
 - iii. Shall not block pedestrian access;
 - iv. Shall be constructed of durable materials and be clearly portable in terms of size, weight and placement; and
 - v. Shall only be displayed between the hours of 7:00 a.m. and 12:00 a.m.
 - vi. Shall use chalkboards or whiteboards for their signage area.
 - vii. Shall not utilize changeable lettering for their messaging.

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- a. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- b. On-premise awning sign.
- c. On-premise ground sign.
- d. On-premise projecting sign.
- e. On-premise wall sign.

5.112 I Zoning District

The following signs are authorized in the I (Industrial) zoning district. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. Window signs that do not exceed six (6) square feet in sign face area.
- b. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.

- c. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.
- d. **Temporary Banners. See Section 5.103(7).**

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- a. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- b. On-premise awning sign.
- c. On-premise ground sign.
- d. On-premise projecting sign.
- e. On-premise wall sign.

5.113 PO, ~~I~~, and MC Zoning Districts

The following signs are authorized in the PO (Professional Office), ~~I (Industrial)~~, and MC (Marine Commercial) zoning districts. See Section 5.115 for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. Window signs that do not exceed six (6) square feet in sign face area.
- b. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.
- c. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- a. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- b. On-premise awning sign.
- c. On-premise ground sign.
- d. On-premise projecting sign.
- e. On-premise wall sign.

5.114 CH Zoning District

The following signs are authorized in the CH (Commercial Hospitality) district. See *Section 5.115* for all dimensional requirements.

(1) Signs Not Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized without a sign permit:

- a. Window signs that do not exceed six (6) square feet in sign face area.
- b. On-premise wall signs less than or equal to two (2) square feet in sign face area and less than eight (8) feet in height.
- c. On-premise temporary ground signs less than or equal to eight (8) square feet in sign face area and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after the activity referenced has concluded.

(2) Signs Requiring a Sign Permit. Subject to any other applicable requirements and permits, the following signs are authorized after issuance of a sign permit:

- d. On-premise temporary ground signs greater than eight (8) square feet in sign face area but not to exceed 36 square feet and less than eight (8) feet in height. Such signs shall be removed within seven (7) days after activity referenced has concluded.
- e. On-premise ground sign.
- f. On-premise projecting sign.
- g. On-premise wall sign.

5.115 Schedule of Regulations

Table 5.113 Schedule of Regulations by Zoning District

Zoning District	Sign Type	Max Sign Face Area	Max Height	Max. Number	Location	Permit Required?
R1, R2, R2A, R4, PC, SR	Window	<i>See Section 5.106(1)(a)</i>	n/a	n/a	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Wall	Max 2 sf	Max 8 ft	1/parcel	First floor of building	No
	Ground	Max 16 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
PUD	Window	<i>See Section 5.107(1)(a)</i>	n/a	n/a	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Wall	Max 30 sf	Max 8 ft	1/parcel	First floor of building	No – if sign face area less than/equal to 2 sf
	Ground	Max 16 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
	Projecting	Max 16 sf	Min 8 ft Max 12 ft	1/public frontage	Shall not be located in ROW	Yes

DRAFT SIGN ORDINANCE FOR PC REVIEW ON 10.09.17

Zoning District	Sign Type	Max Sign Face Area	Max Height	Max. Number	Location	Permit Required?
PF	Window	<i>See Section 5.108(1)(a)</i>	n/a	n/a	n/a	No
	Temporary Banner	Max 30 sf	Max 16 ft	n/a	US 31/M 66 intersection only. Shall not be located in ROW	No – Zoning Administrator approval is required
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Wall	Max 30 sf	Max 8 ft	1/parcel	First floor of building	No – if sign face area less than/equal to 2 sf
	Ground	Max 16 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
GC	Window	<i>See Section 5.109(1)(a)</i>	n/a	n/a	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Wall	Max 30 sf	Max 8 ft	1/parcel	First floor of building	No – if sign face area less than/equal to 2 sf
	Awning, Canopy, Marquee	Max 16 sf	Max 8 ft	1/parcel	Shall not be located in ROW	Yes
	Ground	Max 20 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
	Projecting	Max 16 sf	Min 8 ft Max 12 ft	1/parcel	Shall not be located in ROW	Yes
	External Neon	Max 2 sf	Max 8 ft	1/business	n/a	No
CM	Wall	Max 2 sf	Max 8 ft	1/parcel	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Portable	Max 6 sf	Max 4 ft	<i>See Section 5.110(1)(c)</i>	No	
	Awning, Canopy, Marquee	Max 16 sf	Max 8 ft	1/parcel	Shall not be located in ROW	Yes
	Ground	Max 16 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
	Projecting	Max 16 sf	Min 8 ft Max 12 ft	1/parcel	Shall not be located in ROW	Yes
CBD	Window	<i>See Section 5.111(1)(a)</i>	n/a	n/a	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Wall	Max 30 sf	Max 8 ft	1/parcel	First floor of building	No – if sign face area less than/equal to 2 sf

DRAFT SIGN ORDINANCE FOR PC REVIEW ON 10.09.17

Zoning District	Sign Type	Max Sign Face Area	Max Height	Max. Number	Location	Permit Required?
CBD Cont.	Portable	Max 6 sf	Max 4 ft	See Section 5.111(1)(c)	No	
	External Neon	Max 2 sf	Max 8 ft	1/business	n/a	No
	Commercial Flag	Max 15 sf	n/a	1/business	Shall not interfere with pedestrians	No
	Awning, Canopy, Marquee	Max 16 sf	Max 8 ft	1/parcel	Shall not be located in ROW	Yes
	Ground	Max 16 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
	Projecting	Max 16 sf	Min 8 ft Max 12 ft	1/parcel	Shall not be located in ROW	Yes
I I cont.	Window	See Section 5.112(1)(a)	n/a	n/a	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Temporary Banner	Max 30 sf	Max 16 ft	n/a	Adjacent to City Golf Course. Shall not be located in ROW	No – Zoning Administrator approval is required
	Wall	Max 30 sf	Max 8 ft	1/parcel	First floor of building	No – if sign face area less than/equal to 2 sf
	Awning, Canopy, Marquee	Max 16 sf	Max 8 ft	1/parcel	Shall not be located in ROW	Yes
	Ground	Max 16 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
	Projecting	Max 16 sf	Min 8 ft Max 12 ft	1/parcel	Shall not be located in ROW	Yes
PO, MC	Window	See Section 5.113(1)(a)	n/a	n/a	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Temporary Banner	Max 30 sf	Max 16 ft	n/a	Adjacent to City Golf Course. Shall not be located in ROW	No – Zoning Administrator approval is required
	Wall	Max 30 sf	Max 8 ft	1/parcel	First floor of building	No – if sign face area less than/equal to 2 sf
	Awning, Canopy, Marquee	Max 16 sf	Max 8 ft	1/parcel	Shall not be located in ROW	Yes
	Ground	Max 16 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
	Projecting	Max 16 sf	Min 8 ft Max 12 ft	1/parcel	Shall not be located in ROW	Yes

Zoning District	Sign Type	Max Sign Face Area	Max Height	Max. Number	Location	Permit Required?
CH	Window	<i>See Section 5.114(1)(a)</i>	n/a	n/a	n/a	No
	Temporary Ground	Max 36 sf	Max 8 ft	1/public frontage	Min set back 4 ft from ROW	No – if sign face area less than/equal to 8 sf
	Wall	Max 30 sf	Max 8 ft	1/parcel	First floor of building	No – if sign face area less than/equal to 2 sf
	Ground	Max 20 sf	Max 16 ft	1/public frontage	Min set back 4 ft from ROW	Yes
	Projecting	Max 16 sf	Min 8 ft Max 12 ft	1/parcel	Shall not be located in ROW	Yes

5.116 Severability and Substitution Clause

If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term, or word in this code is declared invalid or unconstitutional, such invalidity shall not affect the validity or enforceability of the remaining portions of the code.

5.115 Schedule of Regulations

Zoning District	Sign Type	Max. Number
R1, R2, R2A, R4, PC, SR	Window	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
PUD	Window	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
	Projecting	1/public frontage
PF	Window	n/a
	Temporary Banner	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
GC	Window	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Ground	1/public frontage
	Projecting	1/parcel
	External Neon	1/business
CM	Wall	1/parcel
	Temporary Ground	1/public frontage
	Portable	1/business
	Awning, Canopy, Marquee	1/awning, canopy, marquee
	Ground	1/public frontage
	Projecting	1/parcel

Zoning District	Sign Type	Max. Number
CBD	Window	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Portable	1/businesses
	External Neon	1/business
	Commercial Flag	1/business
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Ground	1/public frontage
	Projecting	1/parcel
I	Window	n/a
	Temporary Ground	1/public frontage
	Temporary Banner	n/a
	Wall	1/parcel
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Ground	1/public frontage
	Projecting	1/parcel
PO, MC	Window	n/a
	Temporary Ground	1/public frontage
	Temporary Banner	n/a
	Wall	1/parcel
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Ground	1/public frontage
	Projecting	1/parcel
CH	Window	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
	Projecting	1/parcel

5.115 Schedule of Regulations

Zoning District	Sign Type	Max. Number
R1, R2, R2A, R4, PC, SR	Window	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
PUD	Window	2 signs total/public frontage. Must be different types.
	Temporary Ground	
	Wall	
	Ground	
	Projecting	Example: 1 wall sign and 1 projecting sign per street frontage.
PF	Window	n/a
	Temporary Banner	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
GC	Window	2 signs total/public frontage. Must be different types.
	Temporary Ground	
	Wall	
	Awning, Canopy, Marquee	
	Ground	Example: 1 wall sign and 1 projecting sign per street frontage.
	Projecting	
	External Neon	
CM	Wall	2 signs total/public frontage. Must be different types.
	Temporary Ground	
	Portable	
	Awning, Canopy, Marquee	Example: 1 wall sign and 1 projecting sign per street frontage.
	Ground	
	Projecting	

Zoning District	Sign Type	Max. Number
CBD	Window	2 signs total/public frontage. Must be different types.
	Temporary Ground	
	Wall	
	Portable	
	External Neon	Example: 1 wall sign and 1 projecting sign per street frontage.
	Commercial Flag	
	Awning, Canopy, Marquee	
I	Ground	2 signs total/public frontage. Must be different types.
	Projecting	
	Window	
	Temporary Ground	
	Temporary Banner	Example: 1 wall sign and 1 projecting sign per street frontage.
	Wall	
	Awning, Canopy, Marquee	
PO, MC	Ground	2 signs total/public frontage. Must be different types.
	Projecting	
	Window	
	Temporary Ground	
	Temporary Banner	Example: 1 wall sign and 1 projecting sign per street frontage.
	Wall	
	Awning, Canopy, Marquee	
CH	Ground	2 signs total/public frontage. Must be different types.
	Projecting	
	Window	
	Temporary Ground	
	Wall	Example: 1 wall sign and 1 projecting sign per street frontage.
	Projecting	

5.115 Schedule of Regulations

Zoning District	Sign Type	Max. Number
R1, R2, R2A, R4, PC, SR	Window	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
PUD	Window	n/a
	Temporary Ground	1/public frontage
	Wall	2 signs total/public frontage. Must be different types.
	Ground	
	Projecting	
PF	Window	n/a
	Temporary Banner	n/a
	Temporary Ground	1/public frontage
	Wall	1/parcel
	Ground	1/public frontage
GC	Window	n/a
	Temporary Ground	1/public frontage
	External Neon	1/business
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Wall	2 signs total/public frontage. Must be different types.
	Ground	
	Projecting	
CM	Temporary Ground	1/public frontage
	Portable	1/business
	Awning, Canopy, Marquee	1/awning, canopy, marquee
	Wall	2 signs total/public frontage. Must be different types.
	Ground	
	Projecting	

Zoning District	Sign Type	Max. Number
CBD	Window	n/a
	Temporary Ground	1/public frontage
	Portable	1/businesses
	External Neon	1/business
	Commercial Flag	1/business
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Wall	2 signs total/public frontage. Must be different types.
	Ground	
I	Projecting	2 signs total/public frontage. Must be different types.
	Window	n/a
	Temporary Ground	1/public frontage
	Temporary Banner	n/a
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Wall	2 signs total/public frontage. Must be different types.
	Ground	
PO, MC	Projecting	2 signs total/public frontage. Must be different types.
	Window	n/a
	Temporary Ground	1/public frontage
	Temporary Banner	n/a
	Awning, Canopy, Marquee	1/awning, canopy, or marquee
	Wall	2 signs total/public frontage. Must be different types.
	Ground	
CH	Projecting	2 signs total/public frontage. Must be different types.
	Window	n/a
	Temporary Ground	1/public frontage
	Wall	2 signs total/public frontage. Must be different types.
	Ground	