



# CITY of NOVI CITY COUNCIL

**Agenda Item G**  
**May 12, 2014**

**SUBJECT:** Approval of Resolution regarding Temporary Promotional Signage for those Novi businesses along Eleven Mile Road (between Town Center Drive and Meadowbrook Road) allowing temporary relief from Sign Ordinance from May 13 through August 1, 2014.

**SUBMITTING DEPARTMENT:** Neighborhood and Business Relations

**CITY MANAGER APPROVAL:** 

**BACKGROUND INFORMATION:**

To assist businesses with visibility during the Eleven Mile Road construction, we are recommending to City Council a temporary sign waiver for those businesses located on Eleven Mile Road between Town Center Drive and Meadowbrook Road during the construction period beginning immediately upon approval (May 13) through August 1, 2014. Businesses have the opportunity to submit a registration form anytime during these dates with the understanding that the allowance is terminated at the close of day on August 1, 2014 no matter the date of the submittal.

Similar to the holiday waiver City Council has approved in the past, the sign shall be in the nature of a business sign. The business sign (as defined in Section 28-1 of the City Code):

***must direct attention to a business or profession conducted or to a product, service, or activity sold or offered upon, the premises where such sign is located, and may only reference the name of the business at the premises, and the profession conducted thereon, or the product, service, or activity sold at the premises.***

The size must be no larger than 48" X 72" in area and shall not be in excess of six (6) feet in height. This would satisfy the typical A-frame and real estate sign.

Pre-Application (or registration) must be made to the City, on a form provided by the City, which shall include an acknowledgement and permission for the City to enter upon the property to remove the sign if it is not removed by the applicant within the time specified in the resolution.

**RECOMMENDED ACTION:** Approval of Resolution regarding Temporary Promotional Signage for those Novi businesses along Eleven Mile Road (between Town Center Drive and Meadowbrook Road) allowing temporary relief from the Sign Ordinance from May 13 through August 1, 2014.

	1	2	Y	N
Mayor Gatt				
Mayor Pro Tem Staudt				
Council Member Casey				
Council Member Fischer				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION REGARDING TEMPORARY HOLIDAY PROMOTIONAL SIGNAGE

Minutes of a \_\_\_\_\_ Meeting of the City Council of the City of Novi,  
County of Oakland, Michigan, held in the City Hall in said City on May 12,  
2014, at \_\_\_\_\_ o'clock P.M. Prevailing Eastern Time.

PRESENT:

Council Members \_\_\_\_\_  
\_\_\_\_\_

ABSENT:

Council Members \_\_\_\_\_  
\_\_\_\_\_

The following preamble and Resolution were offered by Council Member  
\_\_\_\_\_ and supported by Council Member \_\_\_\_\_.

**WHEREAS**, the City's Sign Ordinance, Chapter 28 of the City of Novi Code of Ordinances authorizes the placement of "temporary promotional signs, defined as a sign that is "specifically authorized by resolution of the City Council in connection with an event or promotion and that is subject to any limitations as to size, duration and purpose as are established in such resolution"; and

**WHEREAS**, the City has in previous instances allowed such temporary promotional signs in connection with the road construction projects; and

**WHEREAS**, the City Council believes that these sign authorizations have been beneficial to the participating businesses and has not been detrimental to the City as a whole; and

**WHEREAS**, the City Council believes that, it would be appropriate to authorize such promotional signage to promote economic development during the reconstruction of Eleven Mile Road; and

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. Only one additional sign per business is authorized, and such sign shall be in the nature of a business sign, as defined in Section 28-1 of the City Code, which means it must direct attention to a business or profession conducted, or to a product, service, or activity sold or offered upon, the premises where such sign is located, and may only reference the name of the business at the premises, and the profession conducted thereon, or the product, service, or activity sold at the premises.
2. The sign must be a ground pole or portable sign, as defined in Section 28-1 of the City Code, meaning a freestanding sign not permanently anchored or secured to either a building or the ground.
3. The sign shall not exceed 24 square feet (e.g., 48" X 72") in area and shall not be in excess of six (6) feet in height.
4. The sign shall not be placed on public property or in the public road right-of-way or any roadway easement.
5. The sign shall be permitted from Tuesday, May 13, 2014, through Friday, August 1, 2014. The sign shall be removed immediately upon the expiration of this approval.
6. As an event authorized specifically by the City Council, the City Council retains the right to alter or amend its authorization and to cancel, rescind, or revoke the same, with or without notice, and any individual or entity who undertakes to participate in or take any action under this authorization acknowledges that this authorization creates no rights inconsistent with the reservation of all such rights to

the City and bears all risk of such cancellation, rescission, or revocation, including the loss of any benefit of the additional sign and/or the cost of the sign.

7. Before any such sign is placed, application must be made to the City, on a form provided by the City, which shall include an acknowledgement and permission for the City to enter upon the property to remove the sign if it is not removed by the applicant within the time specified in the resolution.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

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MARYANNE CORNELIUS, CITY CLERK

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 12 day of May 2014, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

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MARYANNE CORNELIUS, CITY CLERK



ORDINANCE DIVISION  
NOVI COMMUNITY DEVELOPMENT  
45175 TEN MILE ROAD  
NOVI, MI 48375  
(248) 347-0456  
Fax (248) 347-0577

**TEMPORARY PROMOTIONAL SIGN PERMIT REGISTRATION**  
**By Special Resolution of the Novi City Council**  
**Subject to Chapter 28 of the City Code**

Name of business: \_\_\_\_\_

Address of business: \_\_\_\_\_

Business phone number: \_\_\_\_\_

Name of applicant: \_\_\_\_\_

Home address: \_\_\_\_\_

Home phone: \_\_\_\_\_

Names and phone numbers of persons erecting and removing sign \_\_\_\_\_

Requirements:

- 1 One sign per business is authorized. The sign shall be in the nature of a business sign, as defined in Section 28-1 of the City Code, which means it must direct attention to a business or profession conducted or to a product, service, or activity sold or offered upon, the premises where such sign is located, and may only reference the name of the business at the premises, and the profession conducted thereon, or the product, service, or activity sold at the premises.
- 2 The sign must be a ground pole or portable sign as defined in Section 28-1 of the City Code, meaning a freestanding sign not permanently anchored or secured to either a building or the ground.
- 3 The sign shall not exceed 24 square feet (e.g., 48" X 72") in area and shall not be in excess of six (6) feet in height.
- 4 The sign shall not be placed on public property or in the public road right-of-way or any roadway easement.
- 5 This one time only permit is valid only between Tuesday, May 13 2014 and Friday, August 1, 2014. The permitted sign must be removed by the applicant by August 2, 2014.
- 6 **Applicant hereby authorizes the City of Novi to enter upon the property, or any adjacent property necessary to access the sign, to remove the sign if it is not removed by the applicant within the time specified above or does not comply with requirements 1-4, and hereby releases and waives any claims of liability on the part of the City for any damage done to the property or sign, and to indemnify and hold harmless the City from any claims as a result of the City's actions, including damage done to the property or adjacent property as a result of the removal.**
- 7 As an event authorized specifically by the City Council, the City Council retains the right to alter or amend its authorization and to cancel, rescind, or revoke the same, with or without notice, and any individual or entity who undertakes to participate in or take any action under this authorization acknowledges that this authorization created no rights inconsistent with the reservation of all such rights to the City and bears all risk of such cancellation, rescission, or revocation, including the loss of any benefit of the additional sign and/or the cost of the sign.
- 8 I agree to comply completely with the aforementioned requirements.

**All applications submitted via mail *must* be addressed to:**

**Ordinance Division  
Community Development  
4517 Ten Mile Road  
Novi, MI 48375**

In Addition:

1. Provide a sketch at the bottom of this page illustrating what will be included on the sign, type of sign, along with the location and position of sign in relation to nearby buildings, structures, and property lines.

\_\_\_\_\_ Name of person authorized to sign

\_\_\_\_\_ Company name (if applicable)