

**MINUTES
REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION
COUNCIL CHAMBERS, CITY HALL
MONDAY, MARCH 27, 2017 – 6:30 P.M.**

CALL TO ORDER: Chairperson Bill Wascher called the meeting to order at 6:30 p.m.

PLEDGE OF ALLEGIANCE: Recited.

ROLL CALL: Susan Montenegro, acting secretary.

MEMBERS PRESENT: Chairperson Bill Wascher, Secretary Janae Fear, Commissioners Michelle Collison, Frank Livingston, Brent Smith and Tom Taylor. Vice-Chair Craig Weaver arrived at 7:00 pm.

MEMBERS ABSENT: Commissioner Tom Cook

OTHERS PRESENT: Paul Cook, Wolverine Sign; Susan Montenegro, Assistant City Manager/ Director of Community Development.

APPROVAL OF AGENDA:
MOTION BY COMMISSIONER LIVINGSTON, SUPPORTED BY COMMISSIONER FEAR TO APPROVE THE AGENDA FOR MARCH 27, 2017.

YEAS ALL. MOTION CARRIED.

APPROVAL OF MINUTES:
MOTION BY COMMISSIONER LIVINGSTON SUPPORTED BY COMMISSIONER TAYLOR TO APPROVE THE MINUTES FOR THE JANUARY 23, 2017 AND FEBRUARY 27, 2017 MEETINGS.

YEAS ALL. MOTION CARRIED.

COMMUNICATIONS:

1. Staff memorandum.
2. PC minutes from January 23, 2017.
3. Alpena's Off-Premise Sign Ordinance language and chart.
4. Medical Marijuana workshop materials.

COMMISSIONER/PUBLIC COMMENTS

None.

PUBLIC HEARINGS:

None.

SITE PLAN REVIEW:

None.

BUSINESS ITEMS:

None.

ITEMS OF DISCUSSION:

Off-premise sign language.

Ms. Montenegro included a copy of the language used in the city of Alpena for off-premise signs, tweaking it to fit the city of Owosso. Commissioner Fear asked Paul Cook if he could give examples of where these types of signs are located in the city of Owosso. Paul explained that there are two such signs, one located on south M-52 across from TiAL Products by the old grain elevator and one at the corner of Corunna Avenue and Washington Street.

The commission went through the Alpena ordinance and made the following revisions:

A. OFF-PREMISE ADVERTISING

The regulation of off-premise signs is intended to enhance and protect community character and image by minimizing visual blight and pollution, and to minimize traffic safety hazards due to diversion of the driver's attention and blockage of sight distances. Off-premise sign regulations address the location, size, height and related characteristics of such signs.

1. **Area and Height Limitations:** No off-premise sign may be erected or maintained of a greater surface area than three hundred (300) square feet for each side of such sign. The top of the sign shall be no more than twenty-five (25) feet above the ground and the bottom of the sign shall be at least ~~eight (8)~~ **ten (10) feet** above the ground. Double faced off-premise sign structures (i.e., structures having back-to-back faces) and V-type structures having only one face visible to traffic proceeding from any given direction on a street or highway shall be considered as one off-premise sign.
2. **Location:** Static and digital off-premise signs may be erected only in **an the Industrial District along a State trunkline.** No off-premise sign may be erected or maintained within fifty (50) feet of street lines at any street intersection and shall have a minimum setback from the front property line of twenty-five (25) feet. No off-premise sign shall be installed or placed on top of, cantilevered or otherwise suspended above the roof of any building.
3. **Spacing:** Off-premise signs shall be located no closer to one another than five hundred (500) feet.
4. **Material Required:** ~~All off-premise signs shall have a surface or facing of noncombustible material.~~
5. **Illumination:** An off-premise sign may be illuminated, provided such illumination is concentrated on the surface of the sign and is so located as to avoid glare or reflection onto any portion of an adjacent street or highway, into the path of oncoming vehicles, or on any

adjacent premises. In no event shall any off-premise sign have flashing or intermittent lights, nor shall the lights be permitted to rotate or oscillate.

6. Digital Off-Premise Signs:

- a) **Rate of Change:** The rate of change between static messages or images shall not exceed more than one (1) change per six (6) seconds. Each change shall be complete in one (1) second or less.
 - b) **Luminance:** The maximum daylight sign luminance level shall not exceed 62,000 candelas per meter squared at 40,000 lux illumination beginning ½ hour after sunrise and continuing until 1/2 hour before sunset and does not exceed 375 candelas per meter squared at 4 lux illumination at all other times. **(Be sure to mirror language in rest of sign ordinance).**
 - c) Digital off-premise signs shall be configured to default to a static display in the event of mechanical failure.
7. An off-premise sign must be constructed in such a fashion that it will withstand all wind and vibration forces which can normally be expected to occur in the vicinity. An off-premise sign must be maintained so as to assure proper alignment of structure, continued structural soundness, and continued readability of the message(s).
8. An off-premise sign established within an industrial area, as defined in the Highway Advertising Act of 1972 (1972 PA 106, as amended) bordering interstate highways, freeways or primary highways as defined in said Act shall, in addition to complying with the above conditions, also comply with all applicable provisions of said Act and the regulations promulgated thereunder.

B. COMBINATION OFF-PREMISE & ON-PREMISE ELECTRONIC MESSAGE BOARDS

Digital signs which are used to advertise both on-premise and off-premise establishments shall comply with the following regulations:

1. A permanent, static on-premise primary sign must be in existence totaling at least twenty-five (25) percent of the allowable sign size in the district. The balance of the total allowable sign area may consist of the Combination Off-Premise/On-Premise Sign.
2. The Combination Off-Premise/On-Premise Sign shall adhere to the regulations contained in **§4.7(B)(2-6).**
3. ~~Over fifty (50) percent of the digital~~ **Digital** messages contained on such sign shall ~~may~~ advertise the on-premise establishment. The balance of the messages may advertise off-premise establishments under the same ownership and/or public service announcements.
4. Each message shall remain readable for at least six (6) seconds. **(Check state requirement, ask Mark Agnew as well).**
5. Combination Off-Premise & On-Premise Digital Signs shall be spaced at least ~~one thousand (1,000)~~ **five hundred (500)** feet apart in all Districts.

6. Combination Off-Premise & On-Premise Digital Signs shall be allowed in the **B-2, B-3, B-4, I-1 and I-2 Districts.**

7. Combination Off-Premise/On-Premise Signs shall count toward the total sign area allowed for the property.

C. OFF-PREMISE DIRECTIONAL SIGNS

1. **Private Off-Premise Directional Signs:** Private off-premise directional signs which provide directions to a commercial or industrial establishment which is not located on a primary street within the city shall be allowed on private property provided there exists a written agreement between the property owner and the business/industry. Said agreement shall be filed with the city of Owosso.

a) Off-premise directional signs shall be no greater than **twelve (12)** square feet.

b) ~~Off-premise directional signs must be located at intersections.~~

c) Sign lettering may display the off-premise business name, address, and an arrow indicating direction.

d) Off-premise directional signs shall only be located on commercial or industrial property on the streets designated on **Map 4.1.**

e) One (1) off-premise direction sign is permitted per ~~commercial or~~ industrial zoning lot.

2. **Public Off-Premise Directional Signs:** Public off-premise directional signs erected by the City, State of Michigan, or the Downtown Development Authority shall be permitted in the street right-of-way.

D. **OFF-PREMISE PRIVATE SIGNS IN THE PUBLIC RIGHT-OF-WAY:** Private A-frame signs may be allowed in the public right-of-way. The following regulations shall apply:

1. Signs shall be approved by the city council.

2. Signs shall be removed each night.

~~3. Signs shall only be located at intersections on the streets designated in Map 4.1.~~

4. Maximum size 2' wide by 4' in total height for each panel with a maximum of 2 panels per sign. Maximum spread between the two panels at the base shall be 2'6".

5. The owner of the property abutting the right-of-way on which the sign is placed shall be notified, prior to city council approval, that the sign is being requested.

Ms. Montenegro stated she would work on creating a table similar to the one used in the Alpena off-premise sign ordinance.

Commission members thanked Paul Cook for coming in to discuss off-premise sign language.

COMMISSIONER/PUBLIC COMMENT:

A discussion was held on the Medical Marijuana workshop hosted by MSU Extension as well as the materials that were handed out at the workshop. Four members of the planning commission attended workshops. Planning commission will work in conjunction with city council to hold public forums or workshops to engage the community in order to form a consensus on how to proceed regarding the new legislation.

ADJOURNMENT:

**MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER LIVINGSTON TO
ADJOURN AT 8:25 P.M. UNTIL THE NEXT MEETING ON APRIL 24, 2017.**

YEAS ALL, MOTION CARRIED.

Janae L. Fear, Secretary

skm