

# *OWOSSO*

## *Planning Commission*



*Regular Meeting*  
*7:00pm, Monday, September 26, 2016*  
*Owosso City Council Chambers*



## MEMORANDUM

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301 W. MAIN ▪ OWOSSO, MICHIGAN 48867-2958 ▪ WWW.CI.OWOSSO.MI.US

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DATE: September 22, 2016

TO: Chairman Wascher and the Owosso Planning Commission

FROM: Susan Montenegro, asst. city manager/director of community development

RE: Regular Planning Commission Meeting: September 26, 2016

**The planning commission shall convene at 7:00pm on Monday, September 26, 2016 in the city council chambers of city hall.**

On the schedule is a site plan review for 915 E. Oliver Street, also known as St. Joseph Catholic Church to replace and enlarge their parking lot.

Some more tweaks have been done to the sign ordinance following the August meeting and will come before the commission for review. I have attached Appendix H from the 2012 Michigan Building Code for your reference. The goal is to hold a public workshop/hearing in October so that the revised ordinance can go before council in November. Additionally, the section on recreational vehicle storage has been modified and will also come before you for review.

Please **RSVP for the meeting**. Feel free to contact me at 989.725.0544 if you have questions.

Sue

**AGENDA**  
**Owosso Planning Commission**  
**Regular Meeting**  
Monday, September 26, 2016 at 7:00 p.m.  
Council Chambers – Owosso City Hall  
Owosso, MI 48867

CALL MEETING TO ORDER:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

APPROVAL OF AGENDA: September 26, 2016

APPROVAL OF MINUTES FROM SPECIAL MEETING: August 8, 2016

APPROVAL OF MINUTES: August 22, 2016

COMMUNICATIONS:

1. Staff memorandum.
2. PC minutes from August 8, 2016 special meeting.
3. PC minutes from August 22, 2016.
4. Site plan application packet – 915 E. Oliver.
5. Owosso sign ordinance – revise.
6. 2012 Michigan Building Code – Appendix H - Signs
7. Owosso recreational vehicle ordinance – revised.

COMMISSIONER/PUBLIC COMMENTS:

PUBLIC HEARINGS:

1. None.

SITE PLAN REVIEW:

1. 915 E. Oliver Street – St. Joseph Catholic Church.

BUSINESS ITEMS:

1. None.

ITEMS OF DISCUSSION:

1. Sign ordinance updating.
2. Recreational vehicle storage.

COMMISSIONER/PUBLIC COMMENTS:

ADJOURNMENT: **Next meeting will be Monday, October 24, 2016**

**Commissioners, please call Sue at 725-0544 if you will be unable to attend the meeting on Monday, September 26, 2016.**

[The City of Owosso will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting/hearing upon seventy-two (72) hours notice to the City of Owosso. Individuals with disabilities requiring auxiliary aids or services should contact the City of Owosso by writing or calling the following: Amy Kirkland, City Clerk, 301 W. Main St, Owosso, MI 48867 (989) 725-0500]. The City of Owosso website is: [www.ci.owosso.mi.us](http://www.ci.owosso.mi.us)

**Affirmative Resolutions**  
**Owosso Planning Commission**  
**Regular Meeting**  
Monday, September 26, 2016 at 7:00 p.m.  
Council Chambers – Owosso City Hall  
Owosso, MI 48867

**Resolution 160926-01**

Motion: \_\_\_\_\_

Support: \_\_\_\_\_

The Owosso Planning Commission hereby approves the agenda of September 26, 2016 as presented.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Approved: \_\_\_\_

Denied: \_\_\_\_

**Resolution 160926-02**

Motion: \_\_\_\_\_

Support: \_\_\_\_\_

The Owosso Planning Commission hereby approves the minutes of August 8, 2016 as presented.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Approved: \_\_\_\_

Denied: \_\_\_\_

**Resolution 160926-03**

Motion: \_\_\_\_\_

Support: \_\_\_\_\_

The Owosso Planning Commission hereby approves the minutes of August 22, 2016 as presented.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Approved: \_\_\_\_

Denied: \_\_\_\_

**Resolution 160926-04**

Motion: \_\_\_\_\_

Support: \_\_\_\_\_

The Owosso Planning Commission hereby approves the application for site plan review for 915 E. Oliver Street as applied and attached hereto in plans dated August 15, 106, 2016.

OR

The Owosso Planning Commission hereby denies the application for site plan review for 915 E. Oliver Street as applied and attached hereto in plans dated August 15, 106, 2016 based on the following criteria:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
—

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Approved: \_\_\_\_

Denied: \_\_\_\_

**Resolution 160926-05**

Motion: \_\_\_\_\_

Support: \_\_\_\_\_

The Owosso Planning Commission hereby adjourns the September 26, 2016 meeting, effective at \_\_\_\_\_pm.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Approved: \_\_\_\_

Denied: \_\_\_\_

**MINUTES  
SPECIAL MEETING OF THE OWOSSO PLANNING COMMISSION  
COUNCIL CHAMBERS, CITY HALL  
MONDAY, AUGUST 8 , 2016 – 7:00 P.M.**

**CALL TO ORDER:** Chairperson Bill Wascher called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE:** Was recited.

**ROLL CALL:** Roll call was taken by Deputy City Clerk, Roxane Cramer.

**MEMBERS PRESENT:** Chairman Bill Wascher, Vice-Chair Craig Weaver , Commissioners Michelle Collison, Tom Cook, Janae Fear , Brent Smith and Tom Taylor.

**MEMBERS ABSENT:** Commissioners Frank Livingston and Michael O’Leary.

**OTHERS PRESENT:** Julie Wright and Scott Perrin from Perrin Construction; Susan Montenegro, Assistant City Manager/Community Development Director; Tyler Leppanen, Assistant Community Development Director; Members from the American Legion.

**APPROVAL OF AGENDA:**

**MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER COLLISON, TO APPROVE THE AGENDA FOR AUGUST 8, 2016, WITH THE FOLLOWING CHANGE: REMOVE THE MINUTES FROM THE JULY 25, 2016 MEETING. YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**

July 25, 2016- This item was removed from the agenda.

**COMMUNICATIONS:**

1. Staff memorandum.
2. Site Plan application - 201 E. Mason.
3. Staff site plan report – 201 E. Mason.

**COMMISSIONER/PUBLIC COMMENTS**

None.

**PUBLIC HEARINGS:**

None.

**SITE PLAN REVIEW:**

**1. 201 E. Mason – American Legion**

Ms. Montenegro explained that the American Legion Hall wants to add a patio on the northwest corner of the building.

Ms. Wright, from Perrin Construction, explained in detail the plan to commissioners. They are seeking approval for a patio with brick columns that match the building, and a black steel gate to enclose a patio seating area. There is also a plan to install a canopy over the exit at the northwest corner.

Commissioner Taylor questioned the how much grass was planned between the patio and the sidewalk. His concern was whether there would be enough grass to absorb rain water runoff. Ms. Wright explained they will slope it toward the grass and the canopy will be tied into the existing roof drain. Commissioner Taylor asked if the city had a formula for the water runoff. Ms. Montenegro explained that she didn't know of a formula but said that the city engineer was also concerned about the water run off collecting on the sidewalk. She said the city engineer had asked if they had considered putting a drain in the patio area for underground drainage. Ms. Montenegro suggested that they discuss the rain water runoff with the city engineer.

**MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER COLLISON THAT THE OWOSSO PLANNING COMMISSION HEREBY APPROVES THE SITE PLAN REVIEW OF 201 E. MASON STREET – AMERICAN LEGION, TO ALLOW THE ADDITION OF AN OUTSIDE PATIO WITH COVERED SEATING ON THE NORTHWEST CORNER CONTINGENT UPON DIRECTION AND APPROVAL BY THE CITY ENGINEER ON RAIN WATER RUNOFF.**

Roll Call Vote:

AYES: Commissioner Taylor, Vice Chair Weaver, Commissioners Cook, Collison, Smith, Fear, and Chairman Wascher.

NAYS: None.

ABSENT: Commissioners Livingston and O'Leary.

**BUSINESS ITEMS:**

1. None.

**ITEMS OF DISCUSSION:**

1. None.

**COMMISSIONER/PUBLIC COMMENTS:**

Commissioner Fear announced that she is running for city council.

Chairman Wascher shared that he did not appreciate the signage at Qdoba being left up for closure of a lane when it was not closed. Ms. Montenegro said she would contact them about it.

Vice Chair Weaver did comment that the lots at Osborn Lakes had been mowed.

Chairman Wascher welcomed Tom Cook to the Planning Commission.

Ms. Montenegro said they have two site plan reviews for the next meeting, the old Dollar General Building and the Sheridan Auction Service pole barn.

Commissioner Taylor pointed out the landscaping at the Dollar General Store is now dead and doesn't look good. Ms. Montenegro stated they can be made to replant and she will contact them.

Commissioner Taylor asked if the commission should be looking at more detail in the landscaping for future reference. Ms. Montenegro said the site plan review does talk about landscaping.

Ms. Montenegro reported that Tyler Leppanen has been working on "Request for Proposals" what it would cost to get the ordinances updated. Mr. Leppanen explained he will have more information at the next meeting. He has also been working on making the sign ordinance applicable for the City of Owosso.

Commissioner Cook asked if neighbors have to be notified for site plan reviews. Ms. Montenegro explained they do not have to be notified for site plan review but for rezoning it is a 300 foot radius around the property and a 15 day notice in advance. He asked if the neighbors would be notified for the Sheridan site plan review. Ms. Montenegro said she would reach out to the neighbors.

Commissioner Fear reported on a discussion at the last city council meeting. She stated the discussion was regarding a change to the ordinance of parking of recreational vehicles. She asked if this should have been referred to planning commission. Ms. Montenegro explained that they requested it be brought for review to the next regular city council meeting.

Commissioner Fear also reported there was another ordinance discussed at the city council meeting. She asked Mr. Leppanen to explain that one.

Mr Leppanen reported on the ordinance request from John & Rebecca Langtry. They requested that a garage be allowed to remain standing to store their lawn equipment to take care of their rental homes in that area. The house had burnt and Mr. Leppanen believes the Langtry's insurance company told them they need to demolish the house. The city denied their request of leaving the garage standing because it would be an accessory building without a residence and the city ordinance does not allow that. They went to the zoning board of appeals for a variance. The ZBA also denied it. The owners went to city council to see if they could overturn the ZBA's decision. Ms. Montenegro explained that the ZBA is a "quasi" judicial board and their ruling stands.

**ADJOURNMENT:**

**MOTION BY COMMISSIONER COOK, SUPPORTED BY VICE CHAIR WEAVER TO ADJOURN AT 7:39 P.M. UNTIL THE NEXT MEETING ON AUGUST 22, 2016.  
YEAS ALL, MOTION CARRIED.**

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Janae Fear, Secretary

rc



**MINUTES**  
**REGULAR MEETING OF THE OWOSSO PLANNING COMMISSION**  
**COUNCIL CHAMBERS, CITY HALL**  
**MONDAY, AUGUST 22, 2016 – 7:00 P.M.**

**CALL TO ORDER:** Chairperson Bill Wascher called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE:** Was recited.

**ROLL CALL:** Roll call was taken by Deputy City Clerk Roxane Cramer.

**MEMBERS PRESENT:** Chairman Bill Wascher, Vice-Chair Weaver, Commissioners, Michelle Collison, Tom Cook, Janae Fear (7:50p.m.), Michael O’Leary, Brent Smith and Tom Taylor.

**MEMBERS ABSENT:** Commissioners Frank Livingston.

**OTHERS PRESENT:** Susan Montenegro, Assistant City Manager and Director of Community Development. Tyler Leppanen, Assistant Director of Community Development, Troy Crowe, Crowe Properties, LLC, Feliberto Vargas and Donielle Hart.

**APPROVAL OF AGENDA:**

**MOTION BY COMMISSIONER COOK, SUPPORTED BY COMMISSIONER O’LEARY, TO APPROVE THE AGENDA FOR AUGUST 22, 2016.  
YEAS ALL. MOTION CARRIED.**

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER TAYLOR, SUPPORTED BY COMMISSIONER SMITH TO APPROVE THE MINUTES OF JULY 25, 2016 MEETING.  
YEAS ALL. MOTION CARRIED.**

**COMMUNICATIONS:**

1. Staff memorandum.
2. PC minutes from July 25, 2016.
3. 344 W. Main memo.
4. Site plan application packet – 1007 S. Washington.
5. Updated sign ordinance.
6. Owosso Recreational vehicle ordinance.
7. Recreational vehicle ordinances from other municipalities.

**COMMISSIONER/PUBLIC COMMENTS:**

None.

**PUBLIC HEARINGS:**

None.

**SITE PLAN REVIEW:**

**1. 1007 S. Washington – Crow Properties LLC.**

Troy Crowe presented the site plan. He wants to build a 48 x 100 foot building on the back side of the property. The building will be located 10 foot from the lot line on the south and 17 foot in the front. The pole barn will run east to west. The building will be 24 foot tall same height as the current building. Mr. Crowe explained he cannot and does not want access from Park Street. There is a 6 foot fence on north and south side of the property and a chain link fence on the east side with an earthen berm and pine trees along it.

Commissioner Taylor wanted to know if he was going to replace the existing fence. Mr. Crowe said he would leave it as is. Ms. Montenegro explained that the city council approved the rezoning with the following deed restrictions that will follow the property.

- a. There will be no vehicular access from the property to South Park Street.
- b. A 6' privacy fence shall be erected and maintained in perpetuity along the north and south ends of the property, the exact location and length of which shall be determined by the Planning Commission.
- c. An earthen berm and vegetative screening along the property's border with South Park Street be maintained in perpetuity.

Commissioners were concerned about the vegetation for screening. Chairman Wascher questioned if the berm is located in the city right of way. Commissioner Cook suggested that lower type vegetation be added. Commissioner Cook asked if the property was located in the flood zone. Ms. Montenegro stated it is not in the flood plain. Vice Chair Weaver questioned about the condition of the current fences. Mr. Crowe said they are your typical wood fences erected he would guess in early 2000. Commissioner Cook pointed out that it states the planning commission has the right to dictate the length of the fence. Troy Crowe explained the insurance company is making him put a fence all around the property. Commissioner O'Leary stated he was ready to make a motion. He believes that Mr. Crowe has gone out of his way to demonstrate that he is willing to work with them. Chairman Wascher asked if he wanted to make any stipulations about adding more vegetation for screening. Commissioner O'Leary responded that he didn't think it was necessary because he felt if you went to Mr. Crowe and asked he would do that. Commissioner Cook stated he felt council wanted a vegetative screen. He also said where there are gaps he felt there should be more vegetation. Vice-Chair Weaver asked if the motion should include working with his neighbor on the side regarding the fence. Ms. Montenegro stated that council had stipulated that the fence would be there as a deed restriction. Vice-Chair Weaver then pointed out that the deed restriction states that the length and location can be dictated by the Planning Commission.

**MOTION BY COMMISSIONER O'LEARY, SUPPORTED BY COMMISSIONER SMITH THAT THE OWOSSO PLANNING COMMISSION HEREBY APPROVES THE APPLICATION FOR SITE PLAN REVIEW FOR 1007 S WASHINGTON AS PRESENTED.**

**COMMISSIONER O'LEARY AMMENDED THE MOTION, SUPPORTED BY COMMISSIONER SMITH TO INCLUDE THAT THE FENCE ON THE SOUTH SIDE BE TAKEN DOWN USING THE BUILDING AS SCREEN AND PUTTING UP 6 FOOT FENCE FROM THE BUILDING TO THE END OF THE PROPERTY LINE.**

AYES: Commissioners O'Leary, Vice Chair Weaver, Commissioners Smith, and Collison.

NAYS: Commissioners Cook, Taylor and Chairman Wascher.

ABSENT: Commissioners Fear and Livingston.

**BUSINESS ITEMS:**

None.

**ITEMS OF DISCUSSION:**

### **1. 344 W. Main.**

Ms. Montenegro addressed the planning commission explaining the City of Owosso ordinance allows ground floor apartments in a B-4 setting but it requires a special use permit. The former Dollar General is zoned B-4. If the city tried to issue a variance for 344 West Main there are 9 fact finding questions. The first question is, "Is it self-created?" the answer would be yes because there currently no ground floor apartments there. It would fail and not qualify for a special use permit. However, ground floor apartments are allowed in Westtown between Cedar and State Street and almost all of Westtown is zoned B-3. Ms. Montenegro stated the owner wants to put 3 ground floor apartments near the arts center. She believes that is to make them ADA approved; however, that will have to be clarified. Mr. Leppanen stated if it could be granted for the building he felt it would be a variance to chapter 38-173. Ms. Montenegro stated it will be sent to the Zoning Board of Appeals for them to interpret the zoning ordinance. Commissioners also discussed the former use of the building. An auto repair facility was there at one time.

### **2. Sign ordinance.**

Commissioners Cook and O'Leary stepped out of the room for the discussion on signs due to their ownership in signs companies.

Ms. Montenegro wanted the commissioners to look through the sign ordinance that has been tweaked for City of Owosso and give their feedback. Mr. Leppanen explained the things that are highlighted are changes or things need to be changed. Commissioners had a lengthy discussion regarding signs. Some of the highlighted areas of concern were if the ordinance covered LED signs. What it covers regarding painted signs, the size of signs on buildings, regulating brightness on LED signs. There were questions regarding signs painted on buildings what they are considered. Ms. Montenegro explained she believed that they are painted signs like the ones on the Wildermuth Hotel and the Quaker Oats painting. Such paintings would be considered murals and they are approved through the Downtown Historical District Commission. Ms. Montenegro told the commissioners that they could seek clarification from the building inspector on any questions with regards to the sign ordinance.

### **3. Recreational vehicle storage.**

Ms. Montenegro explained that city council asked the planning commission to take a look at the recreational vehicle ordinance. Ms. Montenegro had given to commissioners zoning ordinances from the Village of Lake Isabella, City of Midland and City of Marshall regarding recreational vehicle parking.

Feliberto Vargas, 871 Krust Drive, stated he received a letter regarding his boat being parked in his driveway. He showed the commission pictures of his boat parked beside his pickup truck. He pointed out the boat isn't any longer than the pickup truck and does not obstruct the view. Mr. Vargas stated he feels that the ordinance makes people move out of the City of Owosso. He has been parking his boat in his driveway for about 3 years and this is the first time he has heard anything about the ordinance. After the boating season is over he stores the boat on the side of his house.

Commissioner Fear asked Mr. Leppanen about the incident she asked if there had been a complaint. Mr. Leppanen stated there had been a complaint on this. Vice Chair Weaver explained to Mr Castillo that this is a process and would take a few meetings to figure it out. He invited Mr. Vargas back to witness the process.

Commissioner O'Leary suggested an exception to the ordinance for boats during the boating season.

Commissioner Cook asked the regulation for automobiles. Ms. Montenegro reported that they have to operable, licensed and insured.

Commissioners had a discussion regarding the regulation and discussed the zoning ordinances from the other communities as compared to City of Owosso's Ordinance.

Secretary Fear asked for Mr. Leppanen to find out how many have been cited for the violation. Mr. Leppanen said not that many because it is a complaint based. Secretary Fear asked him to find out the specific number.

Commissioners asked Mr. Leppanen to work on modifying the ordinance to accommodate recreational vehicles.

## **COMMISSIONER/PUBLIC COMMENTS:**

Secretary Fear apologized for being late and she asked about the first agenda item.

Commissioner Cook asked if the landscaping issue had been addressed at the Dollar General. Ms. Montenegro reported she had not contacted them yet but will put it on her list.

## **ADJOURNMENT:**

**MOTION BY VICE-CHAIR WEAVER, SUPPORTED BY COMMISSIONER COLLISON TO ADJOURN AT 8:36 P.M.  
YEAS ALL, MOTION CARRIED.**

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Janae Fear, Secretary

rc

**CITY OF OWOSSO, MICHIGAN**

**SITE PLAN REVIEW APPLICATION AND CHECKLIST**

Approval of the site plan is hereby requested for the following parcel(s) of land in the City of Owosso. This application is submitted with three (3) copies of the complete site plan and payment of the appropriate review fees. Applicant shall also submit a digital version of the site plan to the community development director. Application must be filed least 25 days prior to a scheduled planning commission meeting for staff review and proper notices.

Accompanying any site plan required hereunder, the applicant shall provide from a licensed engineer soil borings at the proposed construction site to ascertain bearing capacity of foundations soils at the time of footing excavation to certify such soil conditions meet or exceed design capacity of the foundation to support the proposed structure. These requirements shall comply with policies of the City of Owosso, copies of which can be obtained from the Building Department.

The attached checklist has been completed to certify the data contained on the site plan. If the required data has not been provided, the appropriate box has been checked with a statement of explanation on why the data has not been provided. I understand that if my site plan is deemed to be incomplete, it may be returned by the City for revisions without being forwarded to the Planning Commission for consideration, until such time as the requirements have been adequately met. By signing this application, the applicant hereby grants full authority to the City of Owosso, its agents, employees, representatives and/or appointees to enter upon the undersigned lands/parcel(s) for the purposes of inspection and examination.

**Application Filed On:** \_\_\_\_\_

**Application Transmitted by City On:** \_\_\_\_\_

**Property Details:**

1. Name of Proposed Development: St. Joseph Parking Lot
2. Property Street Address: 915 East Oliver
3. Location of Property: On the (north, south, east, west side) of north of Oliver  
Street, between Gould and Dimmick  
Streets.
4. Legal Description of Property: \_\_\_\_\_
5. Site Area (in acres and square feet): ~~0.005~~ 2.52 ACRES 250' X 250' +/-
6. Zoning Designation of Property: \_\_\_\_\_

**Ownership:**

1. Name of Title/Deed Holder: Diocese of Lansing/St. Joseph Catholic Church
2. Address: 915 E Oliver St., Owosso, MI 48867
3. Telephone No: 989-723-4277
4. Fax No: 989-725-1519
5. Email address: ctinsey@stpaulowosso.org

**Applicant:**

1. Applicant (If different from owner above): TERRY DUMOND (DIR. OF MAINTENANCE)
2. Address: 111 N. HOWELL ST. OWOSSO
3. Telephone No: 989-277-2687
4. Fax No: \_\_\_\_\_



SUSAN MONTENEGRO

**SITE PLAN REVIEW CHECKLIST**

Check the appropriate line. If item is marked as 'not provided', attach detailed explanation.

Item	Provided	Not Provided
1. Site location Map.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. North arrow, scale (one (1) inch equals fifty (50) feet if the subject property is less than three (3) acres and one (1) inch equals one hundred (100) feet if three (3) acres or more.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Revision dates.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4. Signature and Seal of Architect/Surveyor/Engineer.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
5. Area of site (in acres and square feet).	<input checked="" type="checkbox"/>	<input type="checkbox"/>
6. Boundary of the property outlined in solid line.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
7. Names, centerline and right-of-way widths of adjacent streets.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8. Zoning designation of property.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
9. Zoning designation and use of adjacent properties.	<input type="checkbox"/>	<input type="checkbox"/>
10. Existing and proposed elevations for building(s) parking lot areas and drives.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
11. Direction of surface water drainage and grading plan and any plans for storm water retention/detention on site.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
12. Required setbacks from property lines and adjacent parcels.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
13. Location and height of existing structures on site and within 100 feet of the property.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
14. Location and width of existing easements, alleys and drives.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
15. Location and width of all public sidewalks along the fronting street right-of-way and on the site, with details.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
16. Layout of existing/proposed parking lot, with space and aisle dimensions.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
17. Parking calculations per ordinance.	<input type="checkbox"/>	<input type="checkbox"/>
18. Location of all utilities, including but not limited to gas, water, sanitary sewer, electricity, telephone.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
19. Soil erosion and sedimentation control measures during construction.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
20. Location and height of all exiting/proposed fences, screens, walls or other barriers.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
21. Location and details of dumpster enclosure and trash removal plan.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
22. Landscape plan indicating existing/proposed trees and plantings along frontage and on the site.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
23. Notation of landscape maintenance agreement.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
24. Notation of method of irrigation.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
25. Lighting plan indicating existing/proposed light poles on site, along site's frontage and any wall mounted lights.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
a. Cut-sheet detail of all proposed light fixtures.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
26. Architectural elevations of building (all facades). Identifying height, Materials used and colors.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
27. Existing/proposed floor plans.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
28. Roof mounted equipment and screening.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
29. Location and type of existing/proposed on-site signage.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
30. Notation of prior variances, if any.	<input type="checkbox"/>	<input checked="" type="checkbox"/>
31. Notation of required local, state and federal permits, if any.	<input type="checkbox"/>	<input checked="" type="checkbox"/>

32. Additional information or special data (for some sites only)

- a. Environmental Assessment Study. \_\_\_\_\_ ✓
- b. Traffic Study. Trip Generation. \_\_\_\_\_ ✓
- c. Hazardous Waste Management Plan. \_\_\_\_\_ ✓

33. For residential development: a schedule indicating number of dwelling units, number of bedrooms, gross and usable floor area, parking provided, total area of paved and unpaved surfaces. \_\_\_\_\_ ✓

34. LLC establishments must have a current Plan of Operation. \_\_\_\_\_ ✓

35. Is property in the floodplain? \_\_\_\_\_ ✓

36. Will this require MDEQ permitting? \_\_\_\_\_ ✓

37. Performance Bond – when required. \_\_\_\_\_ ✓

\*Additional data deemed necessary to enable to completion of an adequate review may be required by the Planning Commission, City and/or its consultants.



**City of Owosso Planning Commission Staff Report**

**MEETING DATE:** Monday, September 26, 2017  
**TO:** Planning commission  
**FROM:** Susan Montenegro, asst. city manager/director of community development  
**SUBJECT:** Site plan approval request for St. Joseph Church parking lot  
**LOCATION:** 915 E. Oliver Street, parcel # 050-111-005-017-00

**Surrounding land uses and zoning**

	LAND USE	ZONING
North	Residential	R-1
East	Owosso Township	Owosso Township
South	Residential	R-1
West	Residential	R-1

**Comparison chart**

	EXISTING	PROPOSED
Zoning	R-1	Same
Gross lot area	109,503 sq. feet – 2.51 acres	Same
Setbacks- Front yard Side yard Rear yard	25' 8' 35'	Not applicable 9.94' Built within existing smaller setbacks
Parking	116 total (108 standard, 8 barrier free)	146 total (128 standard, 18 barrier free)

**Planning background**

1. This is a parking lot for a church and is a pretty straight forward plan review. The design incorporates more than the minimum required parking spaces. Although it is not required because the parcel is zoned R-1, City suggests screening on the west and north sides of the parking lot to reduce headlight glare into residential areas. Other components such as drainage and ADA requirements are addressed in the comments under the appropriate department listing.

**Utilities**

1. No conflict for water or sanitary sewer. Proposed storm sewer construction elevations appear not to intersect/interfere with existing utilities.

2. Would prefer a minimum 12" separation between crossing storm pipe and water/sanitary sewer mains with good compaction of fill material between pipes.

## **Engineering**

1. General scope is construction of a parking lot and storm sewer system that will connect to existing storm at the intersection of Oliver/Dimmick Streets. There are no proposed changes regarding water or sanitary sewer. So comments are for storm sewer and parking lot design.
2. The design proposes extending the city storm sewer from Oliver/Dimmick northerly and parallel to city sanitary sewer. Layout requires crossing city sanitary sewer at some point. The designer has the option of crossing near the street intersection per current plan or follow city engineer's preliminary route. Manhole(s) are required at every change in alignment. All public storm sewer and structures must meet city standards and details that were already submitted to the designer.
3. The design proposes a weir structure constructed in the new storm sewer about 40' north of the intersection (labeled as structure WR 01). The weir structure must be moved onto the private side storm connection-recommended relocation should be inside catch basin labeled as CB 03. The designer is reviewing this comment.
4. The design proposes 15" diameter reinforced concrete pipe (RCP) for new city storm sewer along Dimmick Street. City engineer prefers limiting the pipe size to 12" diameter and material changed to SDR-26 PVC pipe. This change should provide nearly same hydraulic characteristics and better fit with existing storm system. The designer is reviewing this comment.
5. The asphalt section detail is satisfactory for the road patch for Dimmick Street. The HMA thickness must be increased to 8" for the section inside Oliver Street and continuing up to your current structure #WR 01. All edges must be sawcut and trimmed. All HMA must be MDOT 13A or higher quality material.
6. No public sidewalk is impacted by current design. If changes cause the need to replace sidewalk, then it must be done according to city and ADA standards, whichever is more restrictive.
7. City engineer will continue reviewing the hydraulic notes for the parking lot and storm sewer, but may not be able to respond until late this month. First observance appears satisfactory, but final comment is reserved until later.
8. The ratio of handicapped parking spaces appears to be in conformance with city standards. General notes and related details to the HC spaces appear satisfactory. Final comment on this is left with City Building Official.

## **Building**

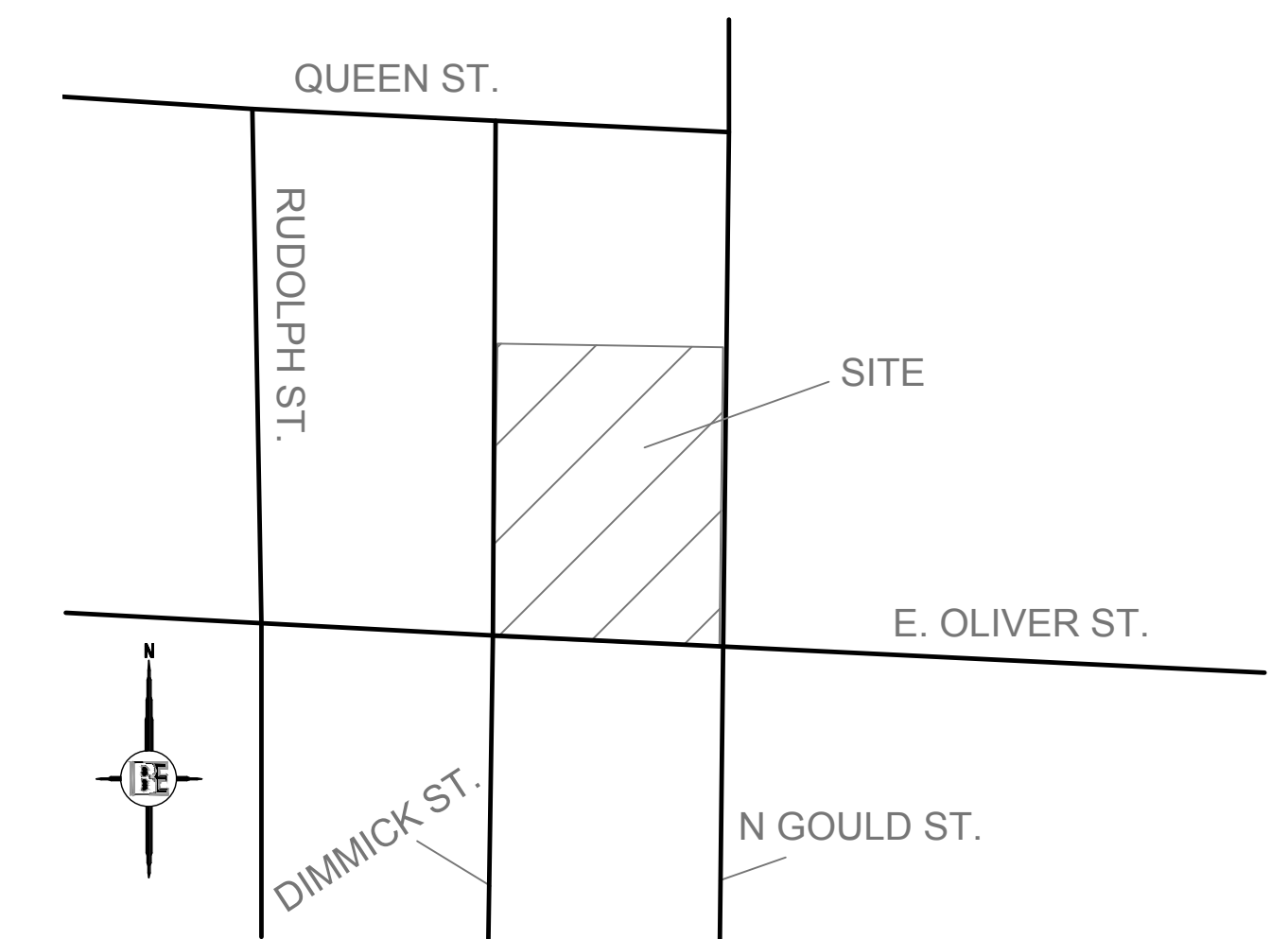
1. City building official reviewed the site plan as requested by the assistant city manager for compliance with the city building code as adopted. Building official spoke with Boss Engineering (design firm for St. Joseph Catholic church); the determined number of parking lot spaces was based on the need for additional spaces according to the churches activities over the past few

years. The city zoning ordinance, *Section 38-380 Off Street Parking Requirements* subject to compliance of *Sub Section 38-380 B Institutional Churches/Temples* requires one (1) parking space for each four (4) seats or seven and one half (7.5) feet of pews in the main unit of worship. Boss Engineering advised the city building official that the main worship area has 700 linear feet of pews/seats that requires parking spaces at a minimum of 94 spaces. New lot well exceeds minimum lot requirement and was based as spaces required as to operate the multiple activities of the church. Total spaces requested are 146, including 18 Barrier Free.

2. This plan was additionally reviewed for compliance with Barrier Free requirements per PA 1 of 1966 as Amended, 2012 Michigan Building Code, and ICC/ANSI A117.1-09 Accessible Routes (Ramps/Elevations) Section 405.1 and BFD Parking Spaces. Section 501.1 and 1106.1. The construction as proposed exceeds the minimum requirements and meets all requirements per code. Further, the handicap spaces have been reviewed for compliance with Barrier Free spaces ratio to number of total parking spaces (well exceeds requirements). Total spaces new plan equals 146, barrier free parking spaces required equals 6, required provided equals 18. NOTE: Barrier free signage parking lot has been reviewed and is in compliance with requirements of code.
3. The public sidewalks do not appear to be impacted due to private sidewalk construction; however, see city engineers comments item number 6 comments expressed in his review. City engineer has noted if there should become a need to replace sidewalks, then it must be done according to and in compliance with the state rules, codes, and further ADA standards.

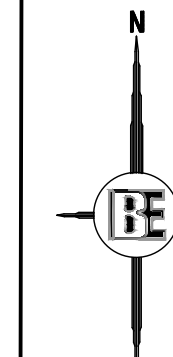
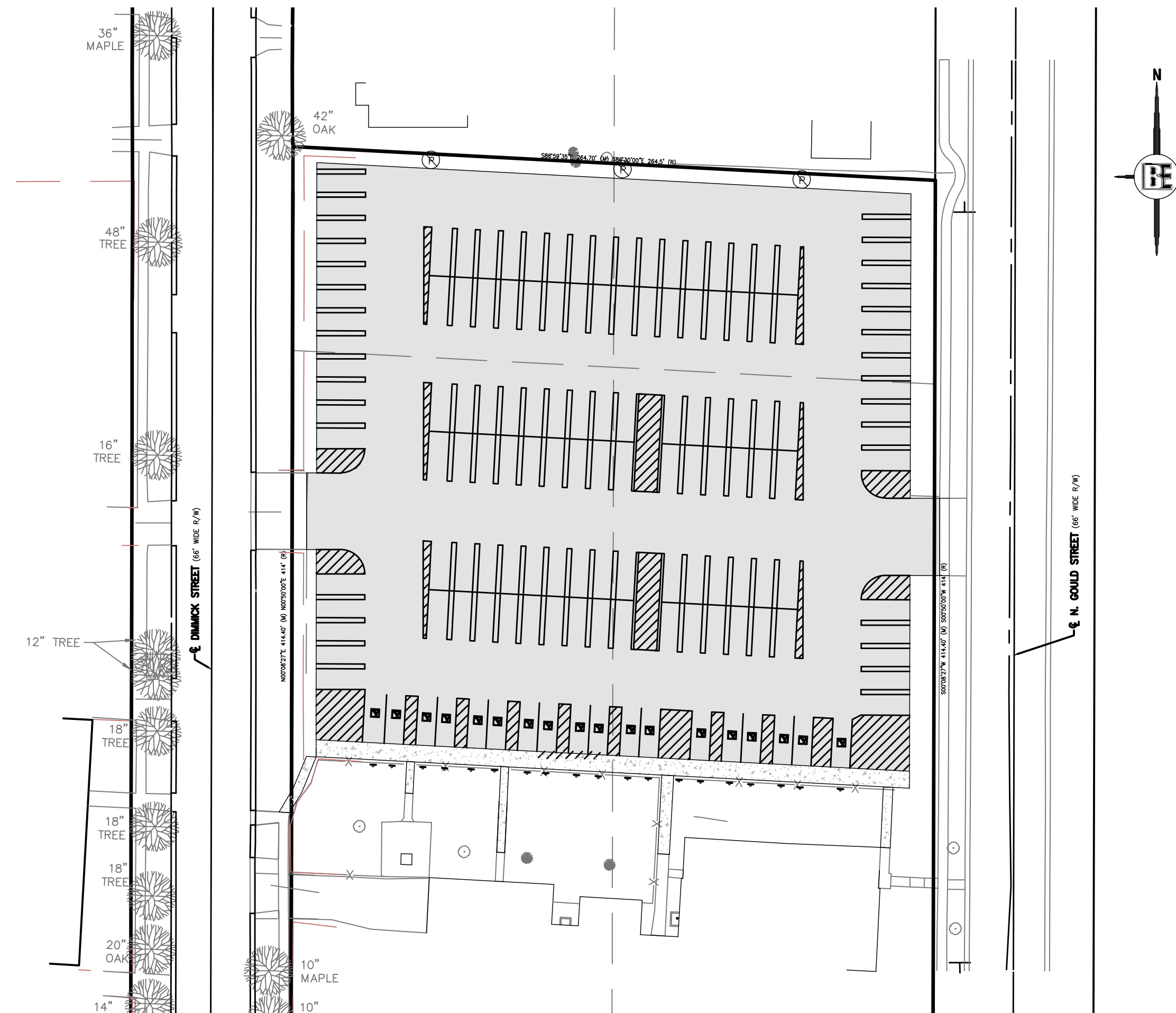
# SITE PLAN / CONSTRUCTION PLANS FOR ST. JOSEPH CATHOLIC CHURCH

PART OF SE 1/4, SECTION 13  
CITY OF OWOSSO, SHIAWASSEE COUNTY, MI



### CONSTRUCTION NOTES

- THE CONTRACTOR SHALL COMPLY WITH THE FOLLOWING NOTES AND ANY WORK INVOLVED SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.
1. THE CONTRACTOR SHALL HOLD HARMLESS THE DESIGN PROFESSIONAL, MUNICIPALITY, COUNTY, STATE AND ALL OF ITS SUB CONSULTANTS, PUBLIC AND PRIVATE UTILITY COMPANIES, AND LANDOWNERS FOR DAMAGES TO INDIVIDUALS AND PROPERTY, REAL OR OTHERWISE, DUE TO THE OPERATIONS OF THE CONTRACTOR AND/OR THEIR SUBCONTRACTORS.
  2. DO NOT SCALE THESE DRAWINGS AS IT IS A REPRODUCTION AND SUBJECT TO DISTORTION.
  3. A GRADING PERMIT FOR SOIL EROSION-SEDIMENTATION CONTROL SHALL BE OBTAINED FROM THE GOVERNING AGENCY PRIOR TO THE START OF CONSTRUCTION.
  4. IF DUST PROBLEM OCCURS DURING CONSTRUCTION, CONTROL WILL BE PROVIDED BY AN APPLICATION OF WATER, EITHER BY SPRINKLER OR TANK TRUCK.
  5. ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH LOCAL MUNICIPAL STANDARDS AND SPECIFICATIONS.
  6. THE CONTRACTOR IS RESPONSIBLE FOR OBTAINING ALL REQUIRED CITY, COUNTY, AND STATE OF MICHIGAN PERMITS.
  7. PAVED SURFACES, WALKWAYS, SIGNS, LIGHTING AND OTHER STRUCTURES SHALL BE MAINTAINED IN A SAFE, ATTRACTIVE CONDITION AS ORIGINALLY DESIGNED AND CONSTRUCTED.
  8. ALL BARRIER-FREE FEATURES SHALL BE CONSTRUCTED TO MEET ALL LOCAL, STATE AND A.D.A. REQUIREMENTS.
  9. ANY DISCREPANCY IN THIS PLAN AND ACTUAL FIELD CONDITIONS SHALL BE REPORTED TO THE DESIGN ENGINEER PRIOR TO THE START OF CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFICATION OF ALL SETBACKS, EASEMENTS AND DIMENSIONS SHOWN HEREON BEFORE BEGINNING CONSTRUCTION.
  10. THE CONTRACTOR SHALL CONTACT ALL OWNERS OF EASEMENTS, UTILITIES AND RIGHTS-OF-WAY, PUBLIC OR PRIVATE, PRIOR TO THE START OF CONSTRUCTION.
  11. THE CONTRACTOR SHALL COORDINATE WITH ALL OWNERS TO DETERMINE THE LOCATION OF EXISTING LANDSCAPING, IRRIGATION LINES & PRIVATE UTILITY LINES. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGE TO EXISTING LANDSCAPING, IRRIGATION LINES, AND PRIVATE UTILITY LINES.
  12. THE CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE SITE UPON COMPLETION OF THE PROJECT.
  13. THE CONTRACTOR SHALL MAINTAIN THE SITE IN A MANNER SO THAT WORKMEN AND PUBLIC SHALL BE PROTECTED FROM INJURY, AND ADJOINING PROPERTY PROTECTED FROM DAMAGE.
  14. THE CONTRACTOR SHALL KEEP THE AREA OUTSIDE THE "CONSTRUCTION LIMITS" BROOM CLEAN AT ALL TIMES.
  15. THE CONTRACTOR SHALL CALL MISS DIG A MINIMUM OF 72 HOURS PRIOR TO THE START OF CONSTRUCTION.
  16. ALL EXCAVATION UNDER OR WITHIN 3 FEET OF PUBLIC PAVEMENT, EXISTING OR PROPOSED SHALL BE BACKFILLED AND COMPACTED WITH SAND (MDOT CLASS II).
  17. ALL PAVEMENT REPLACEMENT AND OTHER WORKS COVERED BY THESE PLANS SHALL BE DONE IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY, INCLUDING THE LATEST MICHIGAN DEPARTMENT OF TRANSPORTATION (MDOT) SPECIFICATIONS FOR HIGHWAY CONSTRUCTION.
  18. THE CONTRACTOR IS RESPONSIBLE FOR ALL DAMAGE TO EXISTING UTILITIES.
  19. NO ADDITIONAL COMPENSATION WILL BE PAID TO THE CONTRACTOR FOR ANY DELAY OR INCONVENIENCE DUE TO THE MATERIAL SHORTAGES OR RESPONSIBLE DELAYS DUE TO THE OPERATIONS OF SUCH OTHER PARTIES DOING WORK INDICATED OR SHOWN ON THE PLANS OR IN THE SPECIFICATION OR FOR ANY REASONABLE DELAYS IN CONSTRUCTION DUE TO THE ENCOUNTERING OR EXISTING UTILITIES THAT MAY OR MAY NOT BE SHOWN ON THE PLANS.
  20. DURING THE CONSTRUCTION OPERATIONS, THE CONTRACTOR SHALL NOT PERFORM WORK BY PRIVATE AGREEMENT WITH PROPERTY OWNERS ADJACENT TO THE PROJECT.
  21. IF WORK EXTENDS BEYOND NOVEMBER 15, NO COMPENSATION WILL BE DUE TO THE CONTRACTOR FOR ANY WINTER PROTECTION MEASURES THAT MAY BE REQUIRED BY THE ENGINEER.
  22. NO TREES ARE TO BE REMOVED UNTIL MARKED IN THE FIELD BY THE ENGINEER.
  23. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO THE PROPERTY BEYOND THE CONSTRUCTION LIMITS INCLUDING BUT NOT LIMITED TO EXISTING FENCE, LAWN, TREES AND SHRUBBERY.
  24. ALL AREAS DISTURBED BY THE CONTRACTOR BEYOND THE NORMAL CONSTRUCTION LIMITS OF THE PROJECT SHALL BE SODDED OR SEEDDED AS SPECIFIED OR DIRECTED BY THE ENGINEER.
  25. TRAFFIC SHALL BE MAINTAINED DURING CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL SIGNS AND TRAFFIC CONTROL DEVICES. FLAG PERSONS SHALL BE PROVIDED BY THE CONTRACTOR IF DETERMINED NECESSARY BY THE ENGINEER. ALL SIGNS SHALL CONFORM TO THE MICHIGAN MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES AT NO COST TO THE CITY. NO WORK SHALL BE DONE UNLESS THE APPROPRIATE TRAFFIC CONTROL DEVICES ARE IN PLACE.
  26. ALL DEMOLISHED MATERIALS AND SOIL SPOILS SHALL BE REMOVED FROM THE SITE AT NO ADDITIONAL COST, AND DISPOSED OF IN ACCORDANCE WITH LOCAL, STATE AND FEDERAL REGULATIONS.
  27. ALL GRADING IN THE PLANS SHALL BE DONE AS PART OF THIS CONTRACT. ALL DELETERIOUS MATERIAL SHALL BE REMOVED FROM THE SUBGRADE PRIOR TO COMPACTING.
  28. NO SEEDING SHALL BE DONE AFTER OCTOBER 15 WITHOUT APPROVAL OF THE LANDSCAPE ARCHITECT.
  29. ANY EXISTING APPURTENANCES SUCH AS MANHOLES, GATE VALVES, ETC. SHALL BE ADJUSTED TO THE PROPOSED GRADE AND SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT.
  30. SOIL EROSION MEASURES SHALL BE MAINTAINED BY THE CONTRACTOR UNTIL VEGETATION HAS BEEN RE-ESTABLISHED.
  31. ALL PERMANENT SIGNS AND PAVEMENT MARKINGS SHALL BE INSTALLED IN ACCORDANCE WITH THE LATEST REVISION OF THE MICHIGAN MUTCD MANUAL AND SHALL BE INCIDENTAL TO THE CONTRACT.



### SHEET INDEX

SHEET NO.	DESCRIPTION
C1	COVER SHEET
C2	EXISTING CONDITIONS & DEMOLITION PLAN
C3	SITE PLAN
C4	GRADING & DRAINAGE PLAN
C5	UTILITY PLAN
C6	SOIL EROSION CONTROL PLAN
C7	CONSTRUCTION NOTES & DETAILS

## ST. JOSEPH CATHOLIC CHURCH

PREPARED FOR:

**ST. JOSEPH CATHOLIC CHURCH**  
915 E. OLIVER STREET  
OWOSSO, MI 48867  
CONTACT: TERRY DUMOND  
PHONE: 989.725.5215

PREPARED BY:

**BEBOSS**  
*Engineering*  
Engineers Surveyors Planners Landscape Architects  
3121 E. GRAND RIVER AVE.  
HOWELL, MI. 48843  
800.246.6735 FAX 517.548.1670

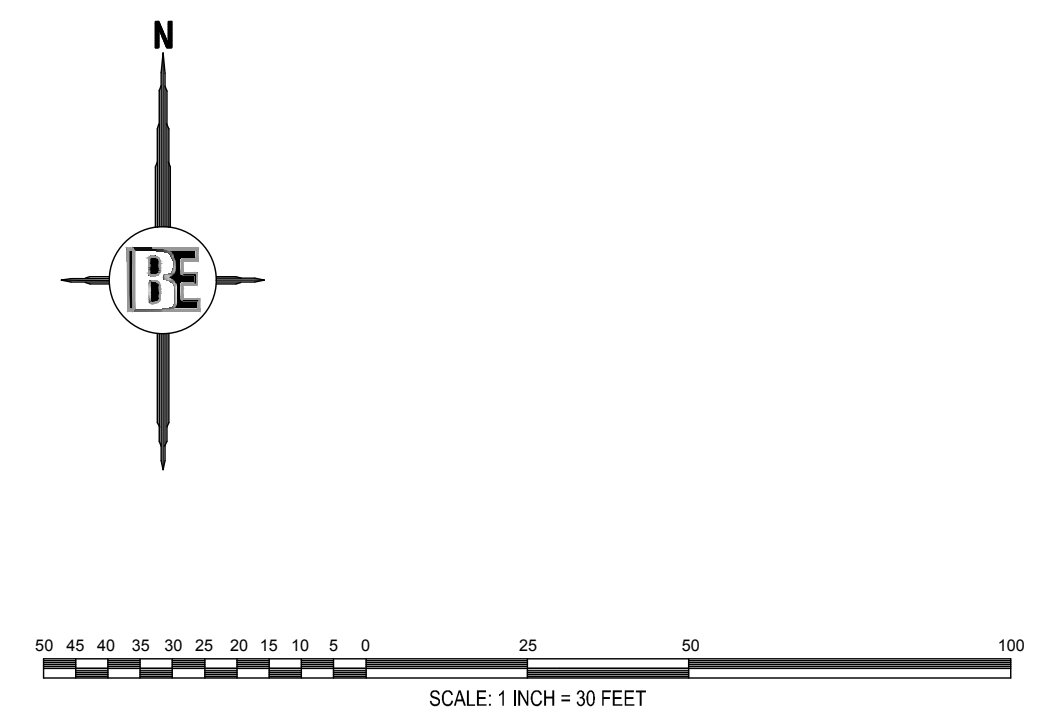
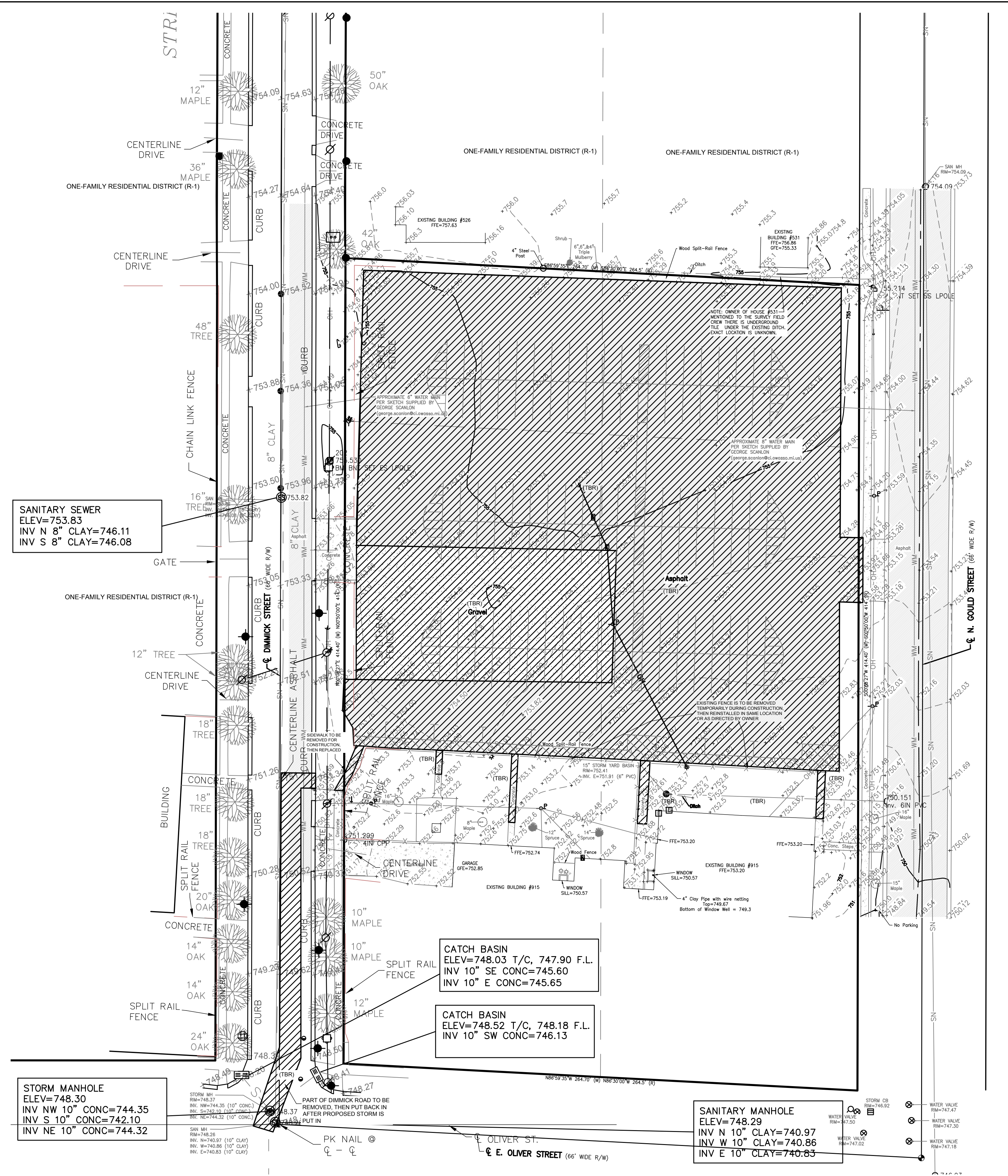
### INDEMNIFICATION STATEMENT

THE CONTRACTOR SHALL HOLD HARMLESS THE DESIGN PROFESSIONAL, MUNICIPALITY, COUNTY, STATE AND ALL OF ITS SUB CONSULTANTS, PUBLIC AND PRIVATE UTILITY COMPANIES, AND LANDOWNERS FOR DAMAGES TO INDIVIDUALS AND PROPERTY, REAL OR OTHERWISE, DUE TO THE OPERATIONS OF THE CONTRACTOR AND/OR THEIR SUBCONTRACTORS.

	<b>C1</b>
NO BY CK REVISION	DATE JOB NO. 16-198

**LEGEND**

- 900 --- EXISTING CONTOUR
- 922.00 --- EXISTING SPOT ELEVATION
- P--- POWER POLE
- G--- GUY WIRE
- T--- TRANSFORMER PAD
- E--- ELECTRICAL RISER
- M--- U.G. ELECTRIC MARKER
- C--- ELECTRICAL METER
- A--- AIR CONDITIONING UNIT
- L--- LIGHT POLE
- H--- HYDRANT
- V--- GATE VALVE
- W--- WATER MANHOLE
- O--- MANHOLE
- B--- STORM CATCH BASIN (BEEHIVE)
- S--- STORM CATCH BASIN (SQUARE)
- I--- STORM INVERT
- R--- TELEPHONE RISER
- U--- U.G. TELEPHONE MARKER
- G--- GAS METER
- R--- GAS RISER
- M--- U.G. GAS MARKER
- C--- CABLE TV RISER
- M--- U.G. CABLE TV MARKER
- S--- SIGN
- X--- TREE W/TAG #
- O--- IRON SET
- IRON FOUND
- S--- SECTION CORNER
- SN--- SANITARY SEWER
- WM--- WATER MAIN
- ST--- STORM SEWER
- G--- GAS MAIN
- E--- ELECTRIC
- T--- TELEPHONE
- OH--- OVERHEAD WIRES
- X--- FENCE TO BE REMOVED/DEMO
- (TBR)--- FENCE TO BE REMOVED/DEMO
- [Hatched]--- DEMO AREA



**GENERAL SURVEY NOTES:**

1. BEARINGS WERE ESTABLISHED FROM CITY ASSESSOR'S PLAT NO. 1, AS RECORDED IN LIBER 01, PAGE 34, SHAWASSEE COUNTY RECORDS.
  2. SUBSURFACE UTILITIES NOT LOCATED FOR THIS SURVEY MAY EXIST. IT IS THE RESPONSIBILITY OF THE OWNER OF THE RESPECTIVE UTILITY TO ACCURATELY LOCATE SUCH UTILITIES.
  3. EASEMENTS OR RESTRICTIONS OF RECORD NOT DEPICTED ON THIS DRAWING MAY EXIST.
- ELEVATIONS WERE ESTABLISHED RELATIVE TO LANDMARK INFORMATION BY LANDMARK SURVEYING AS SHOWN ON JOB NO. 26353, DATED 12-23-15.
- SITE BENCHMARKS:  
 -BM #202 = BOSS NAIL AND TAG SET, ES OF LIGHT POLE ELEV=755.530  
 -BM #203 = BOSS NAIL AND TAG SET, SS OF LIGHT POLE ELEV=755.214
4. CONTOURS ARE SHOWN AT 1 FOOT INTERVALS.
  5. ALL ELEVATIONS ARE SHOWN TO THE NEAREST 0.01 FOOT; HOWEVER SOFT-SURFACE ELEVATIONS CAN ONLY BE PRESUMED ACCURATE TO THE NEAREST 0.1 FOOT.
  6. SUBJECT PROPERTY IS DESIGNATED AN AREA DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD PLAIN (ZONE X) ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA), FLOOD INSURANCE RATE MAP (FIRM), FOR THE CITY OF OWOSSO, SHAWASSEE COUNTY, MICHIGAN, MAP NUMBER 26155C0143C, PANEL 143 OF 400, WITH AN EFFECTIVE DATE OF SEPTEMBER 29, 2011.
  7. THE LOCATIONS OF STORM SEWER, SANITARY SEWER & WATERMAIN, AS SHOWN ON THIS DRAWING ARE APPROXIMATE. THE LOCATIONS ARE BASED ON PHYSICAL FIELD LOCATIONS ALONG WITH DRAWINGS SUPPLIED BY BOSS ENGINEERING AND LANDMARK SURVEYING.
  8. ALL WORK SHALL BE IN ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS OF THE MUNICIPALITY, THE COUNTY, AND THE STATE OF MICHIGAN.
  9. ALLOW THREE WORKING DAYS BEFORE YOU DIG, CALL MISS DIG TOLL FREE 1-800-482-7171.

**PARKING NOTE**

116 EXISTING PARKING SPOTS  
 8 BARRIER FREE  
 108 STANDARD SPOTS

**NOTE**

SURVEY OF DIMMICK STREET PROVIDED BY LANDMARK SURVEYING IN JOB# 26353 ON 12/23/15

**SITE NOTE**

SITE AREA= 2.52 ACRES

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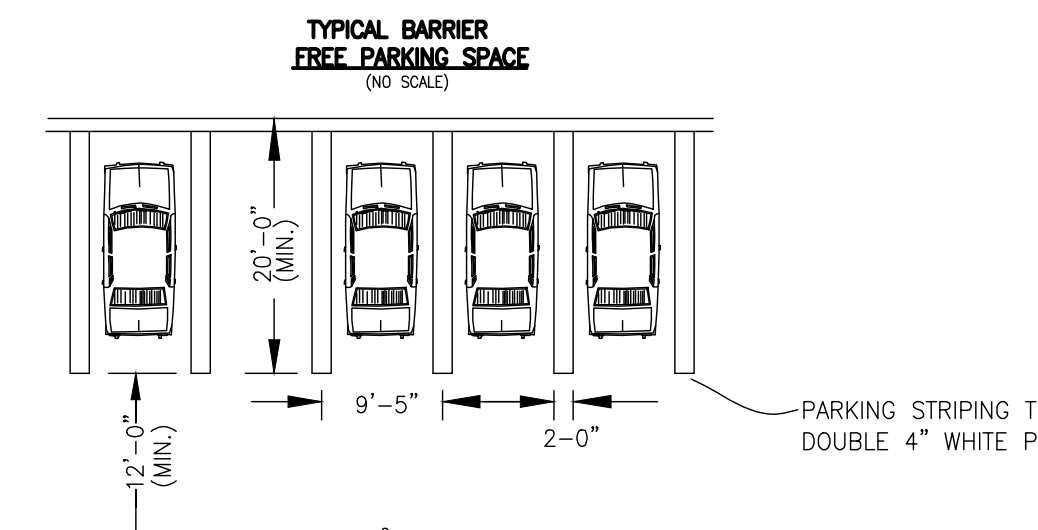
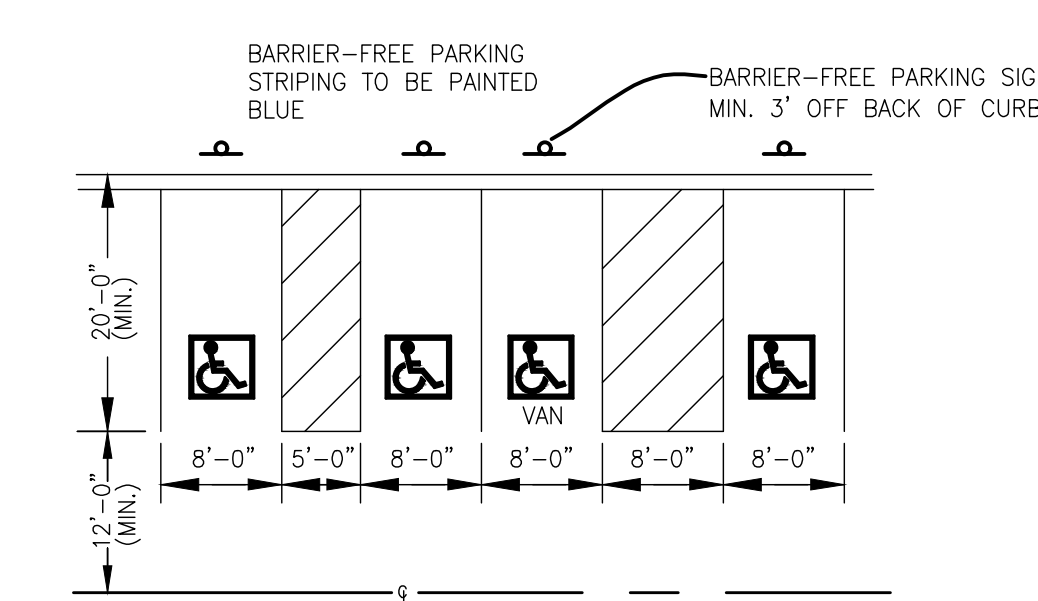
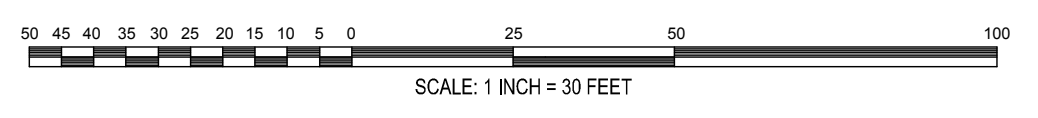
**BEBOSS**  
 Engineering  
 Engineers Surveyors Planners Landscape Architects  
 3121 E. GRAND RIVER AVE.  
 HOWELL, MI, 48843  
 800.246.6735 FAX 517.546.1670

PROJECT: ST. JOSEPH CATHOLIC CHURCH  
 PREPARED FOR: ST. JOSEPH CATHOLIC CHURCH  
 915 E. OLIVER STREET  
 OWOSSO, MI 48867  
 987.723.5215  
 TITLE: EXISTING CONDITIONS/DEMOLITION PLAN

NO	BY	REVISION	PER	DATE

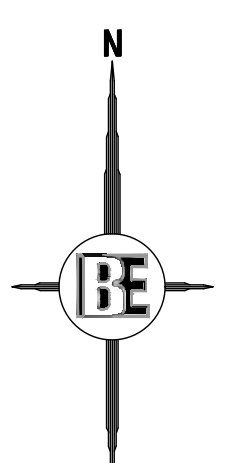
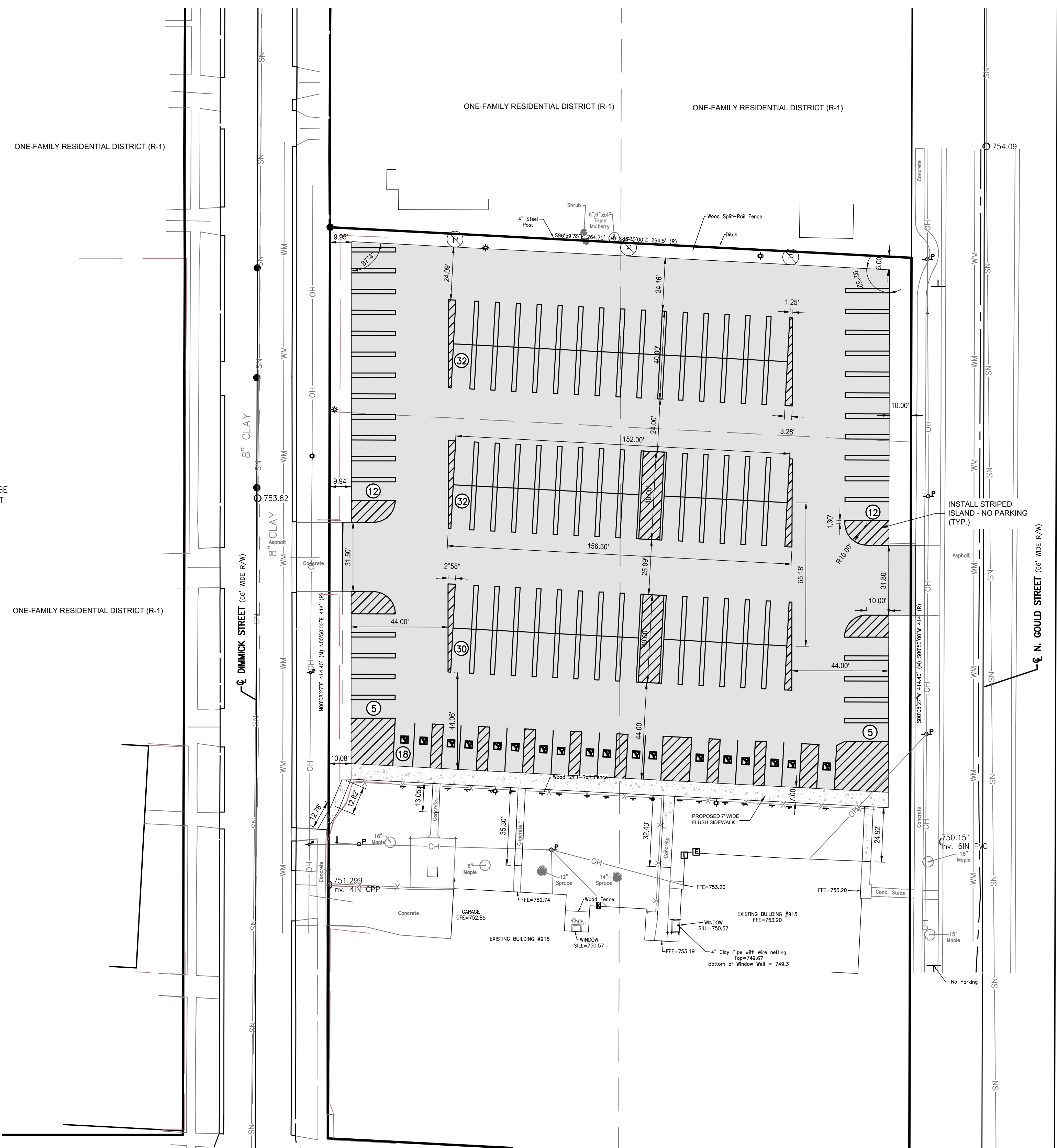
DESIGNED BY:  
 DRAWN BY: CD  
 CHECKED BY:  
 SCALE: 1" = 30'  
 JOB NO. 16-198  
 DATE: 08/15/16  
 SHEET NO. C2

PROPOSED (PR)	EXISTING (EX)	LEGEND
900	900	CONTOUR
T/C	T/C	STORM DRAINAGE FLOW
XXX.XX	+ 922.08	SPOT ELEVATION
FF	FF	FINISHED FLOOR ELEVATION
FG	FG	FINISHED GRADE ELEVATION
T/A	T/A	TOP OF ASPHALT
T/C	T/C	TOP OF CURB / CONCRETE
T/W	T/W	TOP OF WALK
F/L	F/L	FLOW LINE
T/P	T/P	TOP OF PIPE
B/P	B/P	BOTTOM OF PIPE
RIM	RIM	RIM ELEVATION
INV	INV	INVERT ELEVATION
MH	MH	MANHOLE STRUCTURE
IN	IN	INLET STRUCTURE
CB	CB	CATCHBASIN STRUCTURE
RY	RY	REARYARD STRUCTURE
ES	ES	END-SECTION
GV	GV	GATEVALVE STRUCTURE
HY	HY	HYDRANT
UP	UP	UTILITY POLE
SN	SN	SANITARY SEWER
SL	SL	SANITARY LEAD
ST	ST	STORM SEWER
WM	WM	WATER MAIN
WL	WL	WATER LEAD
OH	OH	OVERHEAD WIRE
○	○	MANHOLE
□	□	INLET / CATCHBASIN
○	○	FLARED END-SECTION
○	○	GATEVALVE
○	○	HYDRANT
○	○	UTILITY POLE
○	○	FENCE
○	○	SIGN
○	○	NO PARKING SIGN
○	○	MODIFIED CURB & GUTTER
■	■	CONCRETE
■	■	ASPHALT



**PARKING SPOTS NOTE:**  
 EXISTING PARKING COUNT: 116 (INCLUDES 8 BARRIER FREE HANDICAPPED)  
 PROPOSED PARKING COUNT: 146 (INCLUDES 18 BARRIER FREE HANDICAPPED)

- SITE DATA**
- ONE-FAMILY RESIDENTIAL DISTRICT (R-1)
  - MAX. BLDG. HT. ALLOWED - 24 FT
  - SETBACKS PROVIDED
    - FRONT - 25'
    - SIDE - 15'
    - REAR - 40'
  - PARKING:



THE LOCATION AND ELEVATION OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE DRAWINGS ARE ONLY APPROXIMATE. NO GUARANTEE IS MADE AS TO THE ACCURACY OF THESE UTILITIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING THE EXACT LOCATION AND ELEVATION OF EXISTING UTILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IF ANY CONFLICTS ARE FOUND. IF THE LOCATION OR DEPTH DIFFERS SIGNIFICANTLY FROM THE PLANS.

3 WORKING DAYS BEFORE YOU DIG  
 1-800-487-7171

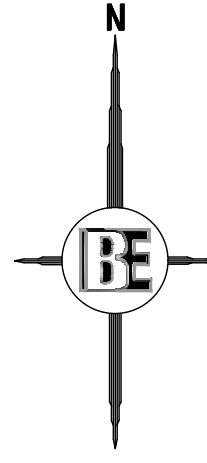
**BEBOSS**  
 Engineers Surveyors Planners Landscape Architects  
 3121 E. GRAND RIVER AVE.  
 HOWELL, MI. 48843  
 800.246.6735 FAX 517.546.1670

PROJECT: ST. JOSEPH CATHOLIC CHURCH  
 PREPARED FOR: ST. JOSEPH CATHOLIC CHURCH  
 915 E. OLIVER STREET  
 HOWELL, MI. 48867  
 989.723.3215  
 TITLE: SITE PLAN

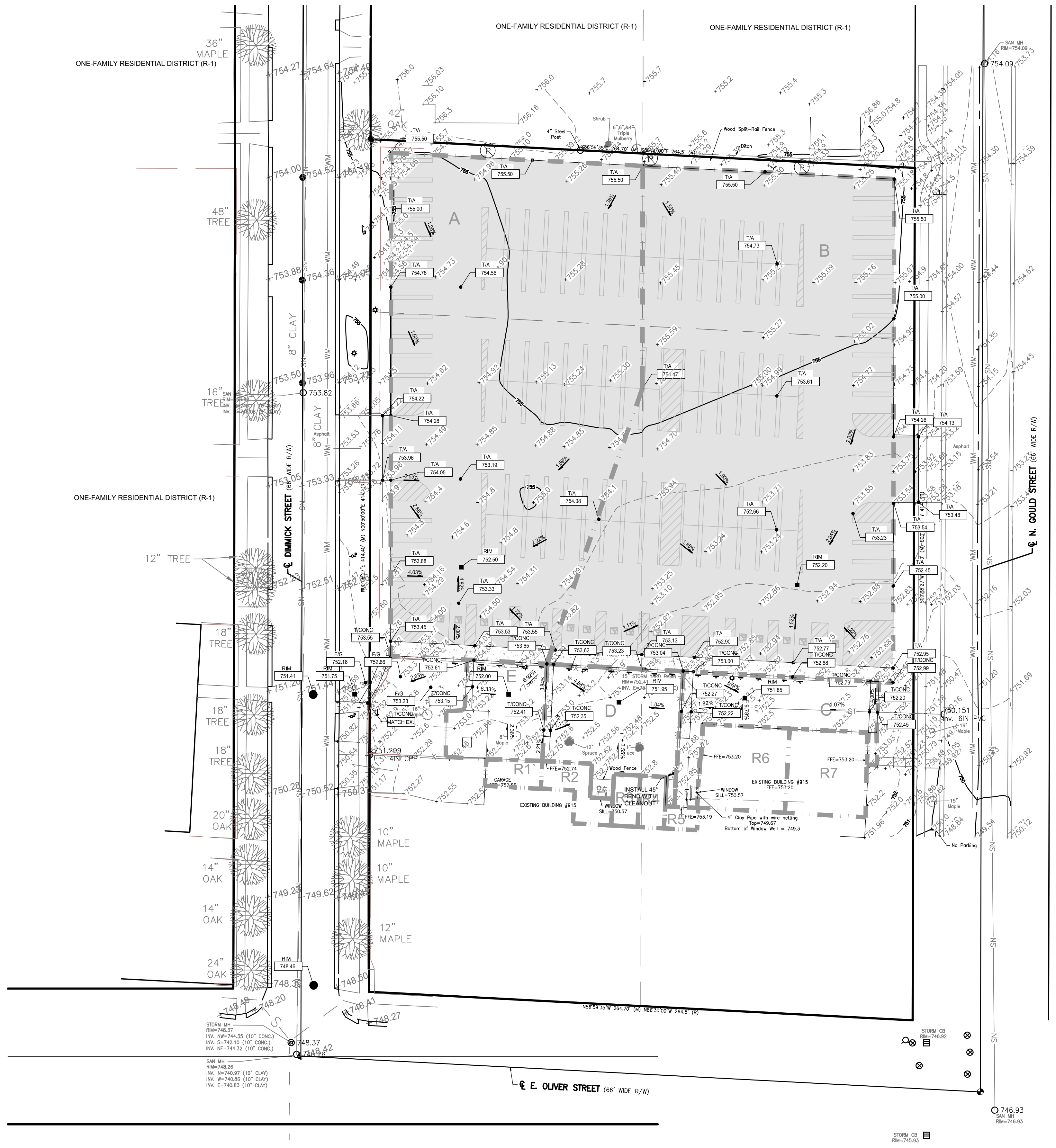
NO	BY	REVISION	PER	DATE

DESIGNED BY:  
 DRAWN BY: CD  
 CHECKED BY:  
 SCALE: 1" = 30'  
 JOB NO. 16-198  
 DATE 08/15/16  
 SHEET NO. C3





PROPOSED (PR)	EXISTING (EX)	
		CONTOUR
		STORM DRAINAGE FLOW
		SPOT ELEVATION
		FINISHED FLOOR ELEVATION
		FINISHED GRADE ELEVATION
		TOP OF ASPHALT
		TOP OF CURB / CONCRETE
		TOP OF WALK
		FLOW LINE
		TOP OF PIPE
		BOTTOM OF PIPE
		RIM ELEVATION
		INVERT ELEVATION
		MANHOLE STRUCTURE
		INLET STRUCTURE
		CATCHBASIN STRUCTURE
		REARYARD STRUCTURE
		END-SECTION
		GATEVALVE STRUCTURE
		HYDRANT
		UTILITY POLE
		SANITARY SEWER
		SANITARY LEAD
		STORM SEWER
		WATER MAIN
		WATER LEAD
		GAS
		OVERHEAD WIRE
		MANHOLE
		INLET / CATCHBASIN
		GATE VALVE
		HYDRANT
		UTILITY POLE
		FENCE
		SIGN
		NOT FIELD VERIFIED TO BE REMOVED
		STORM SEWER LABEL
		SOIL EROSION CONTROL MEASURE (P=PERMANENT, T=TEMPORARY)
		SILT FENCE
		LIMITS OF GRADING/CLEARING
		CONCRETE
		ASPHALT
		MODIFIED CURB



DRAINAGE AREA TABLE							
DRAINAGE AREA	TOTAL AREA (SQFT)	IMP. AREA (SQFT)	PER. AREA (SQFT)	TOTAL AREA (AC)	IMP. AREA (AC)	PER. AREA (AC)	C VALUE
A	26738.11	26738.11	0.00	0.614	0.614	0.000	0.90
B	33056.27	33056.27	0.00	0.759	0.759	0.000	0.90
C	2920.50	494.3625	2426.14	0.067	0.011	0.056	0.28
D	3502.65	155.6723	3346.98	0.080	0.004	0.077	0.18
E	2043.29	538.2698	1505.02	0.047	0.012	0.035	0.35
R1	359.33	359.33	0.00	0.008	0.008	0.000	0.90
R2	586.50	586.50	0.00	0.013	0.013	0.000	0.90
R3	320.69	320.69	0.00	0.007	0.007	0.000	0.90
R4	320.69	320.69	0.00	0.007	0.007	0.000	0.90
R5	173.14	173.14	0.00	0.004	0.004	0.000	0.90
R6	1737.46	1737.46	0.00	0.040	0.040	0.000	0.90
R7	1577.04	1577.04	0.00	0.036	0.036	0.000	0.90
<b>TOTAL</b>	<b>73335.67</b>	<b>66057.53</b>	<b>7278.14</b>	<b>1.684</b>	<b>1.516</b>	<b>0.167</b>	

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BEFORE YOU DIG  
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889.723.9215

TITLE: GRADING AND DRAINAGE PLAN

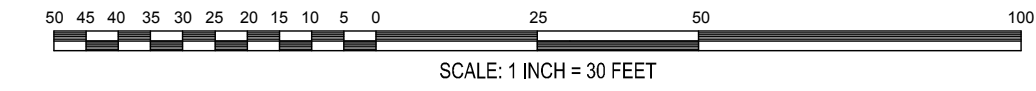
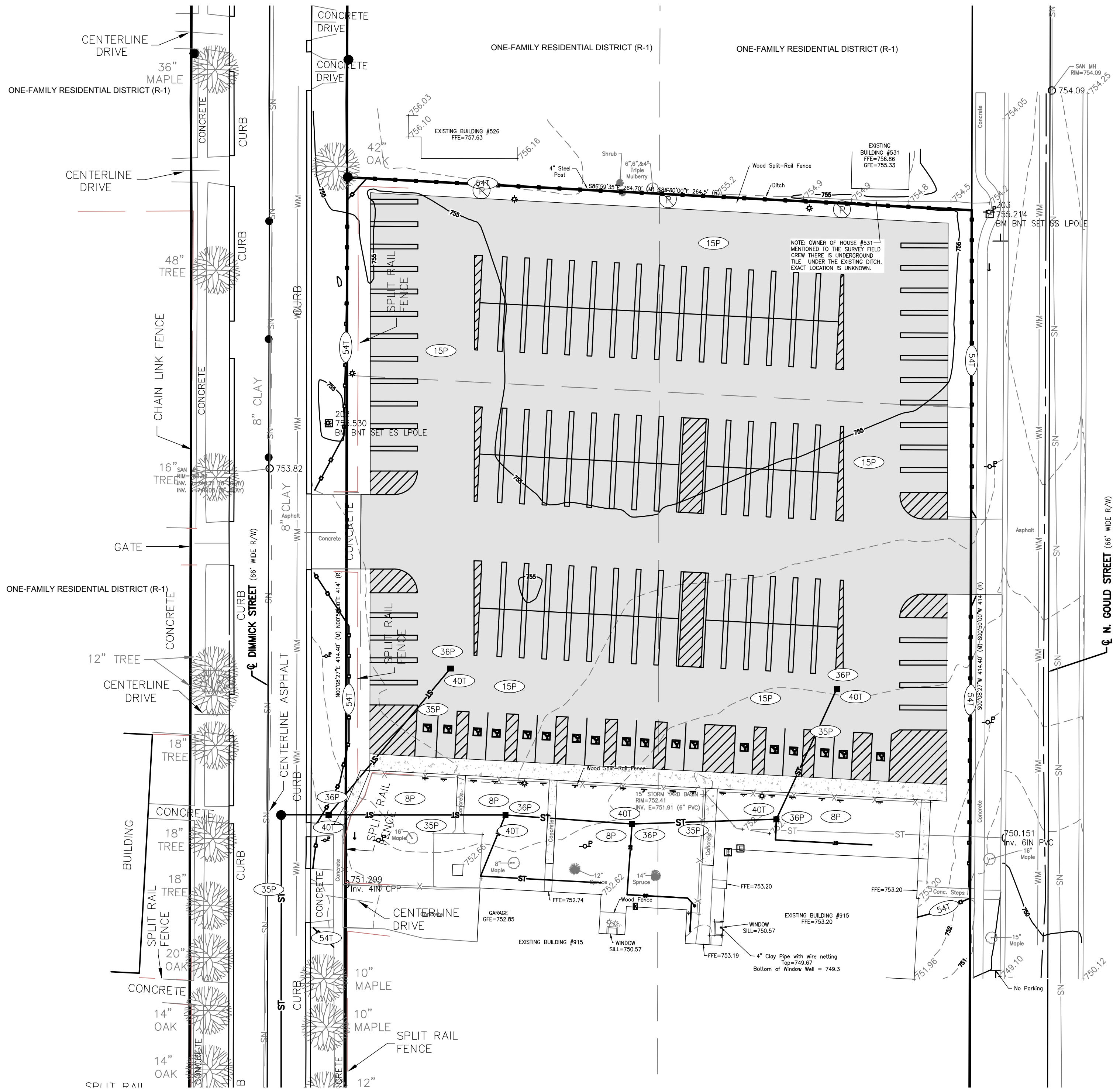
NO	DATE	REVISION	PER

DESIGNED BY:   
DRAWN BY: CD  
CHECKED BY:   
SCALE: 1" = 30'  
JOB NO. 16-198  
DATE 08/15/16  
SHEET NO. **C4**









**CONSTRUCTION SEQUENCE**

THE CONTRACTOR IS RESPONSIBLE FOR ENSURING THAT EROSION IS MINIMIZED AND THAT COMPLIANCE WITH ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES IS MAINTAINED THROUGHOUT EXECUTION OF THIS PROJECT.

1 DAY	1. INSTALL SILT FENCE AND STORM DRAINAGE PROTECTION.
6 DAYS	2. SITE DEMOLITION
10 DAYS	3. INSTALL DETENTION BASIN & STORM SEWER, & INLET PROTECTION
5 DAYS	4. ROUGH GRADE
5 DAYS	5. INSTALL PAVEMENT AND WALKS
1 DAY	6. FINE GRADE, SPREAD TOPSOIL AND SEED.
1 DAY	8. REMOVE ALL EROSION CONTROL STRUCTURES.
1 DAY	9. REMOVE ACCUMULATED SILT FROM ALL EXISTING DRAINAGE.

**CONTROLS & MEASURES NARRATIVE**

ACTIVITY	DESCRIPTION
MAINTAIN LANDSCAPING, REPLACE MULCH	COLLECT GRASS, TREE, AND SHRUB CLIPPINGS. DISPOSE IN APPROVED CONTAINER, REPLACE DEAD SOD, TREES AND SHRUBS.
CLEAN INLETS	REMOVE LITTER, SEDIMENT, AND DEBRIS. DISPOSE OF IN APPROVED LANDFILL.
COLLECT LITTER	DISPOSE OF WITH INLET DEBRIS.
SWEEP PARKING LOT	REMOVE MUD, DIRT, GREASE AND OIL WITH PERIODIC SWEEPING
DUST CONTROL	SPRINKLE WATER AS NEEDED

**CONTROLS & MEASURES POST CONSTRUCTION SEQUENCE**

ACTIVITY	DAILY	WEEKLY	MONTHLY	AS REQUIRED
MAINTAIN LANDSCAPING, REPLACE MULCH		X	X	X
CLEAN INLETS		X	X	X
COLLECT LITTER		X	X	X
SWEEP PAVED AREAS		X	X	X
SCRAPE PAVED AREAS	X			X

**NOTE:**  
THE TIMING IN THE CONSTRUCTION SEQUENCE IS AN APPROXIMATION OF THE AMOUNT OF TIME NEEDED FOR EACH STEP/PROCESS. SOME STEPS WILL BE GOING ON CONCURRENTLY WITH OTHERS (IE. THE BUILDING WILL BE AMIDST CONSTRUCTION WHILE CURB AND GUTTER WILL BE INSTALLED) BUT THE OVERALL ORDER OF EVENTS WILL BE AS LISTED TO ENSURE PROPER SITE CONSTRUCTION ACTIVITY MAINTENANCE.

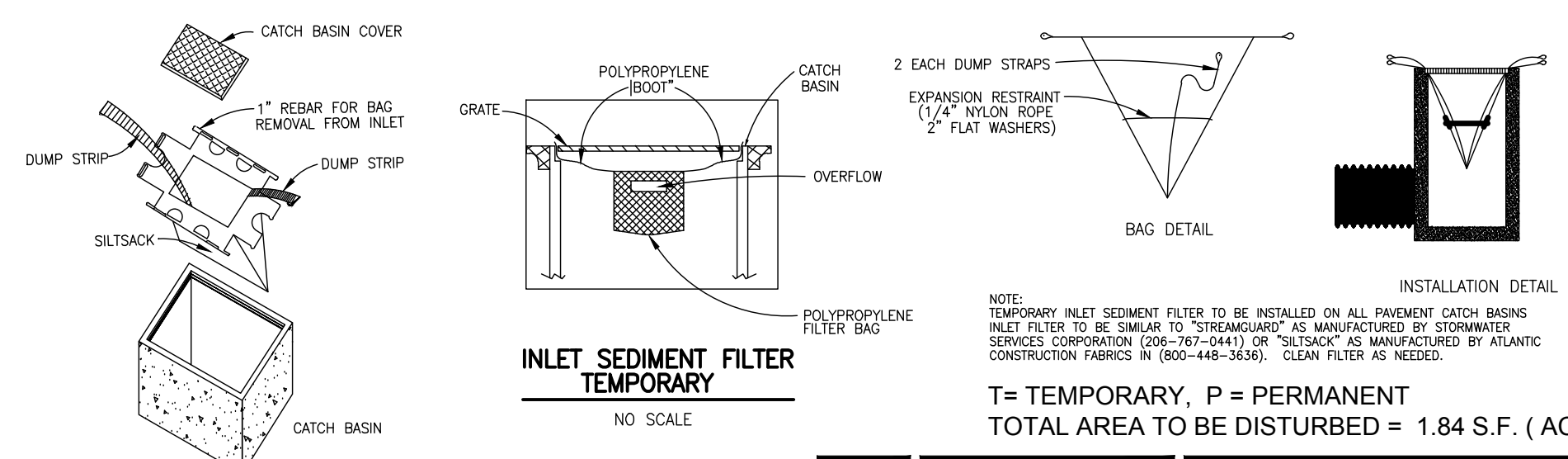
**NOTE:**  
1. STRUCTURAL SEDIMENT CONTROLS NEED TO BE INSPECTED AND MAINTAINED ON A WEEKLY BASIS AS WELL AS WITHIN 24 HOURS AFTER A STORM EVENT.  
2. CONTRACTOR TO INSTALLED MULCH BLANKETS FOR ALL AREAS TO BE SEEDED WITH SLOPES EXCEEDING 1:4.  
3. CONTRACTOR TO INSTALL INLET SEDIMENT FILTERS ON ALL CATCH BASINS AND INLETS UNLESS OTHERWISE NOTED.

**LEGEND**

PROPOSED (PR)	EXISTING (EX)	DESCRIPTION
900	900	CONTOUR
T/C	+922.08	STORM DRAINAGE FLOW
XXX.XX		SPOT ELEVATION
FF	FF	FINISHED FLOOR ELEVATION
FG	FG	FINISHED GRADE ELEVATION
T/A	T/A	TOP OF ASPHALT
T/C	T/C	TOP OF CURB / CONCRETE
T/W	T/W	TOP OF WALK
F/L	F/L	FLOW LINE
T/P	T/P	TOP OF PIPE
B/P	B/P	BOTTOM OF PIPE
RIM	RIM	RIM ELEVATION
INV	INV	INVERT ELEVATION
MH	MH	MANHOLE STRUCTURE
IN	IN	INLET STRUCTURE
CB	CB	CATCHBASIN STRUCTURE
RY	RY	REARWARD STRUCTURE
ES	ES	END-SECTION
GV	GV	GATEVALVE STRUCTURE
HY	HY	HYDRANT
UP	UP	UTILITY POLE
SN	SN	SANITARY SEWER
SL	SL	SANITARY LEAD
ST	ST	STORM SEWER
WM	WM	WATER MAIN
WL	WL	WATER LEAD
G	G	GAS
OH	OH	OVERHEAD WIRE
O	O	MANHOLE
IB	IB	INLET / CATCHBASIN
GV	GV	GATE VALVE
HY	HY	HYDRANT
UP	UP	UTILITY POLE
F	F	FENCE
S	S	SIGN
NFV	NFV	NOT FIELD VERIFIED TO BE REMOVED
TBR	TBR	STORM SEWER LABEL
SE	SE	SOIL EROSION CONTROL MEASURE (P=PERMANENT, T=TEMPORARY)
SAT	SAT	SILT FENCE
		LIMITS OF GRADING/CLEARING
		CONCRETE
		ASPHALT
		MODIFIED CURB

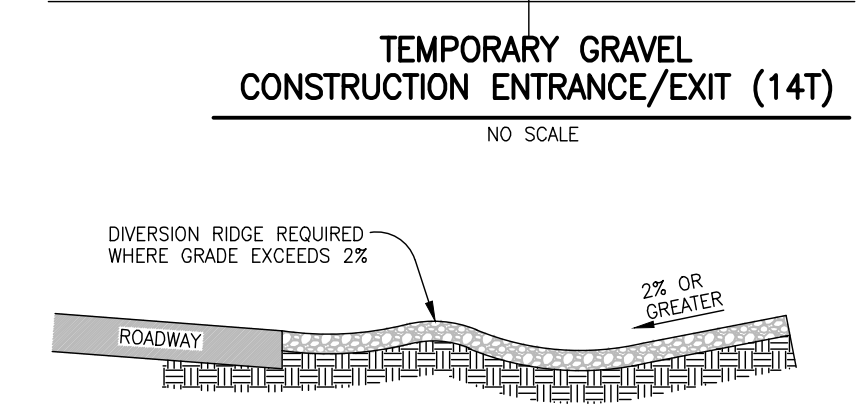
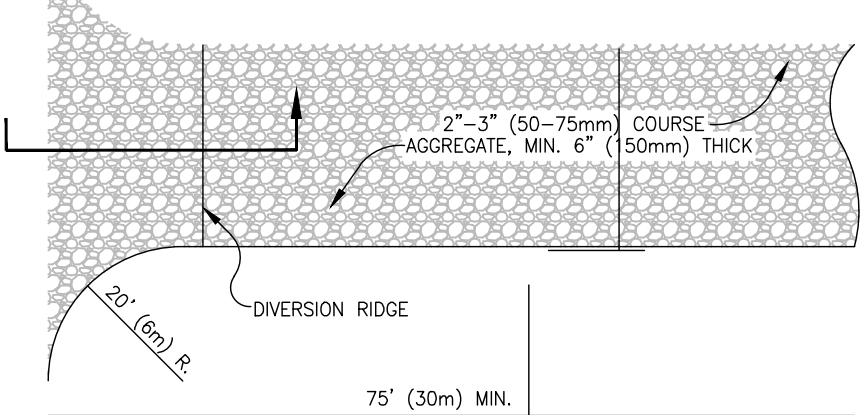
**SOILS INFORMATION:**

- CROSER-WILLIAMSTOWN LOAMS
- 2-6% SLOPES



T = TEMPORARY, P = PERMANENT  
TOTAL AREA TO BE DISTURBED = 1.84 S.F. (AC.)

8	SOODING	PROVIDES IMMEDIATE PROTECTION CAN BE USED ON STEEP SLOPES WHERE SEED MAY BE DIFFICULT TO ESTABLISH EASY TO PLACE, MAY BE REPAIRED IF DAMAGED SHOULD INCLUDE PREPARED TOPSOIL BED
15	PWING	PROTECTS AREAS WHICH CANNOT OTHERWISE BE PROTECTED, BUT INCREASES RUNOFF VELOCITY REGULAR SURFACE WILL HELP SLOW VELOCITY
35	CB STORM SEWER	SYSTEM REMOVES COLLECTED RUNOFF FROM SITE, PARTICULARLY FROM PAVED AREAS CAN ACCEPT LARGE CONCENTRATIONS OF RUNOFF CONDUCTS RUNOFF TO MUNICIPAL SEWER SYSTEM OR STABILIZED OUTFALL LOCATION USE CATCH BASINS TO COLLECT SEDIMENT
36	CATCH BASIN, DOWN INLET	COLLECTS HIGH VELOCITY CONCENTRATED RUNOFF MAY USE FILTER CLOTH OVER INLET
40	INLET SEDIMENT FILTER	EASY TO SHAPE COLLECTS SEDIMENT MAY BE CLEANED AND EXPANDED AS NEEDED
54		USES GEOTEXTILE FABRIC AND POST OR POLES. EASY TO CONSTRUCT AND LOCATE AS NECESSARY. (SEE DETAIL THIS SHEET)



**NOTE:**  
A SILT FENCE WITH AT LEAST ONE SECTION OF THE FENCE (6-8 FT) TURNED UPSLOPE AT EACH END TO FORM A "RETURN" IS NEEDED.

**SOIL EROSION CONTROL**

CUTTING, FILLING AND GRADING SHALL BE MINIMIZED AND THE NATURAL TOPOGRAPHY OF THE SITE SHALL BE PRESERVED TO THE MAXIMUM POSSIBLE EXTENT, EXCEPT WHERE SPECIFIC FINDINGS DEMONSTRATE THAT MAJOR ALTERATIONS WILL STILL MEET THE PURPOSES AND REQUIREMENTS OF THIS ORDINANCE.

DEVELOPMENT SHALL BE STAGED TO KEEP THE EXPOSED AREAS OF SOIL AS SMALL AS PRACTICABLE.

SOIL EROSION CONTROL MEASURES SHALL BE INSTALLED BETWEEN THE DISTURBED AREA AND ANY WATERCOURSES, INCLUDING RIVERS, STREAMS, CREEKS, LAKES, PONDS AND OTHER WATERCOURSES; WETLANDS; OR ROADWAYS ON OR NEAR THE SITE.

SEDIMENT RESULTING FROM ACCELERATED SOIL EROSION SHALL BE REMOVED FROM RUNOFF WATER BEFORE THAT WATER LEAVES THE SITE.

TEMPORARY AND PERMANENT SOIL EROSION CONTROL MEASURES DESIGNED AND CONSTRUCTED FOR THE CONVEYANCE OF WATER AROUND, THROUGH, OR AWAY FROM THE SITE SHALL BE DESIGNED TO LIMIT THE WATER FLOW TO A NON-EROSIVE VELOCITY.

TEMPORARY SOIL EROSION CONTROL MEASURES SHALL BE REMOVED AFTER PERMANENT SOIL EROSION CONTROL MEASURES HAVE BEEN IMPLEMENTED. ALL SITES SHALL BE STABILIZED WITH PERMANENT SOIL EROSION CONTROL MEASURES.

IF LAKES, PONDS, CREEKS, STREAMS, OR WETLANDS ARE LOCATED ON OR NEAR THE SITE, EROSION CONTROL MEASURES WHICH DIVERT RUNOFF AND TRAP SEDIMENT MUST BE PROVIDED AT STRATEGIC LOCATIONS. STRAW BALE BERMS MAY BE USED AS TEMPORARY STORMWATER DIVERSION STRUCTURES, BUT WILL NOT BE CONSIDERED SUFFICIENT FOR TRAPPING SEDIMENT. THE USE OF SEDIMENT BASINS, FILTER FABRIC, VEGETATED BUFFER STRIPS, AND ROCK FILTERS IN LIEU OF STRAW BALE BERMS SHALL BE STRONGLY ENCOURAGED. OTHER MEASURES MAY BE REQUIRED IF REASONABLY DETERMINED TO BE NECESSARY TO PROTECT A WATERCOURSE OR WETLAND.

WHEN IT IS NOT POSSIBLE TO PERMANENTLY STABILIZE A DISTURBED AREA AFTER AN EARTH CHANGE HAS BEEN COMPLETED OR WHEN SIGNIFICANT EARTH CHANGE ACTIVITY CEASES, TEMPORARY SOIL EROSION CONTROL MEASURES SHALL BE INSTALLED.

PERMANENT EROSION CONTROL MEASURES FOR ALL SLOPES, CHANNELS, DITCHES, OR ANY DISTURBED LAND AREA SHALL BE COMPLETED WITHIN 15 (FIFTEEN) CALENDAR DAYS AFTER FINAL GRADING OR THE FINAL EARTH CHANGE HAS BEEN COMPLETED. ALL TEMPORARY SOIL EROSION CONTROL MEASURES SHALL BE MAINTAINED UNTIL PERMANENT SOIL EROSION CONTROL MEASURES ARE IMPLEMENTED.

VEGETATED BUFFER STRIPS SHALL BE CREATED OR RETAINED ALONG THE EDGES OF ALL LAKES, PONDS, CREEKS, STREAMS, OTHER WATERCOURSES, OR WETLANDS.

EROSION AND SEDIMENTATION CONTROL MEASURES SHALL RECEIVE REGULAR MAINTENANCE TO ASSURE PROPER FUNCTIONING.

THE PERMANENT SOIL EROSION CONTROLS WILL BE MAINTAINED BY ST. JOSEPH CHURCH.

**SOIL EROSION CONTROL - SEQUENCE OF OPERATION (NEW CONSTRUCTION)**

INSTALL CRUSHED CONCRETE ACCESS DRIVE AND TEMPORARY CULVERTS AT THE SITE ENTRANCE AS INDICATED ON THE PLANS. (ONE DAY)

INSTALL SILT FENCE OR SIMILAR APPROVED SILT BARRIER ALONG PROPERTY LINES AND AROUND SENSITIVE NATURAL FEATURES AS INDICATED ON THE PLANS. (ONE DAY)

IF INDICATED ON CONSTRUCTION PLANS, SEDIMENT BASINS, DETENTION POND, ETC., SHALL BE CONSTRUCTED PRIOR TO THE INSTALLATION OF ANY OTHER WORK.

STRIP EXISTING TOPSOIL, VEGETATION AND ORGANIC MATTER FROM BUILDING PAD AND PARKING AREAS. COMMENCE LAND BALANCE AND MASS GRADING OPERATIONS. MAINTAIN A MINIMUM BUFFER OF 15' OF EXISTING VEGETATION WHEREVER POSSIBLE AROUND SITE PERIMETER. STOCK PILES SHOULD BE LOCATED AWAY FROM EXISTING DRAINAGE FACILITIES. (TWO DAYS)

EXCAVATE AND INSTALL UNDERGROUND UTILITIES. INSTALL PEASTONE INLET FILTERS AROUND ALL NEW STORM SEWER FACILITIES AS INDICATED ON THE PLANS. EXISTING AND PROPOSED STORM SEWER FACILITIES SHALL BE PROTECTED FROM EROSION AND SEDIMENT INFILTRATION AT ALL TIMES. (FOUR DAYS)

COMMENCE FINAL GRADING AND TRIMMING OPERATIONS. PREPARE SUBGRADE FOR INSTALLATION OF PROPOSED PAVEMENT. (TWO DAYS)

SEED AND MULCH ALL DISTURBED SITE AREAS AND INSTALLED SITE LANDSCAPING. (ONE DAY)

REMOVE CONSTRUCTION DEBRIS AND JET VAC NEWLY INSTALLED STORM SEWER SYSTEM AS REQUIRED BY THE MUNICIPALITY. (TWO DAYS)

REMOVE ALL REMAINING TEMPORARY SOIL EROSION AND SEDIMENTATION CONTROL MEASURES ONCE PERMANENT MEASURES ARE ESTABLISHED. (ONE DAY)

WHENEVER POSSIBLE, THE SITE SHALL BE GRADED TO WITHIN SIX INCHES (6") OF THE PROPOSED FINISH GRADE PRIOR TO INSTALLATION OF UNDERGROUND FACILITIES.

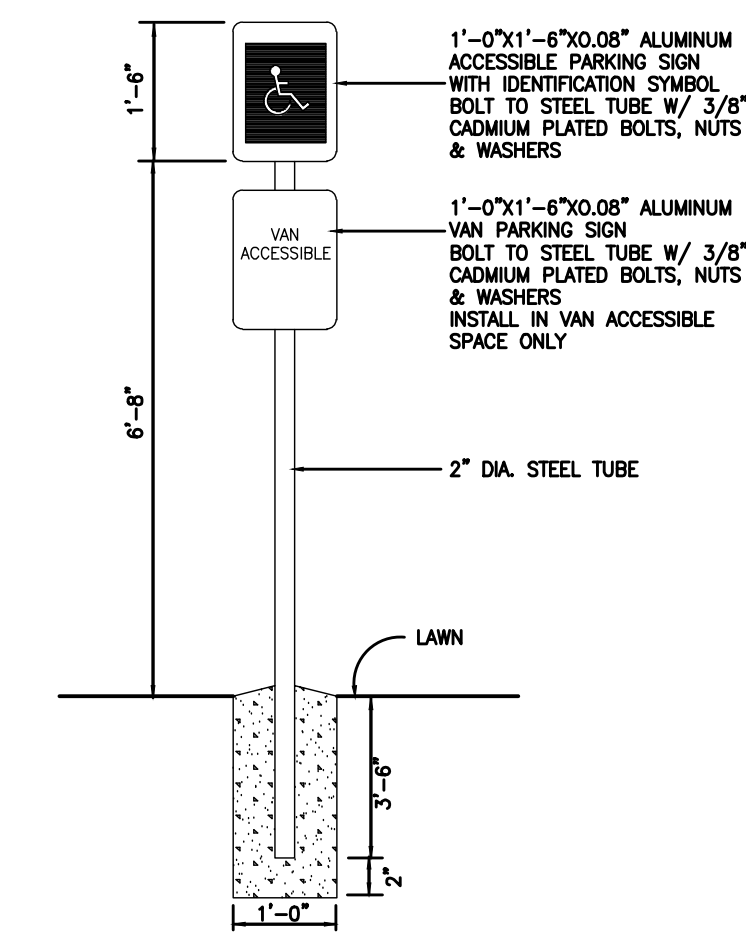
STAGING OF PROPOSED WORK SHALL BE COMPLETED BY THE CONTRACTOR AS REQUIRED TO ENSURE PROGRESSIVE STABILIZATION OF DISTURBED AREAS.

THE TEMPORARY SOIL EROSION CONTROLS WILL BE MAINTAINED WEEKLY AND AFTER EVERY STORM EVENT BY RSP CONSTRUCTION AT PHONE NUMBER (248) 747-3773.

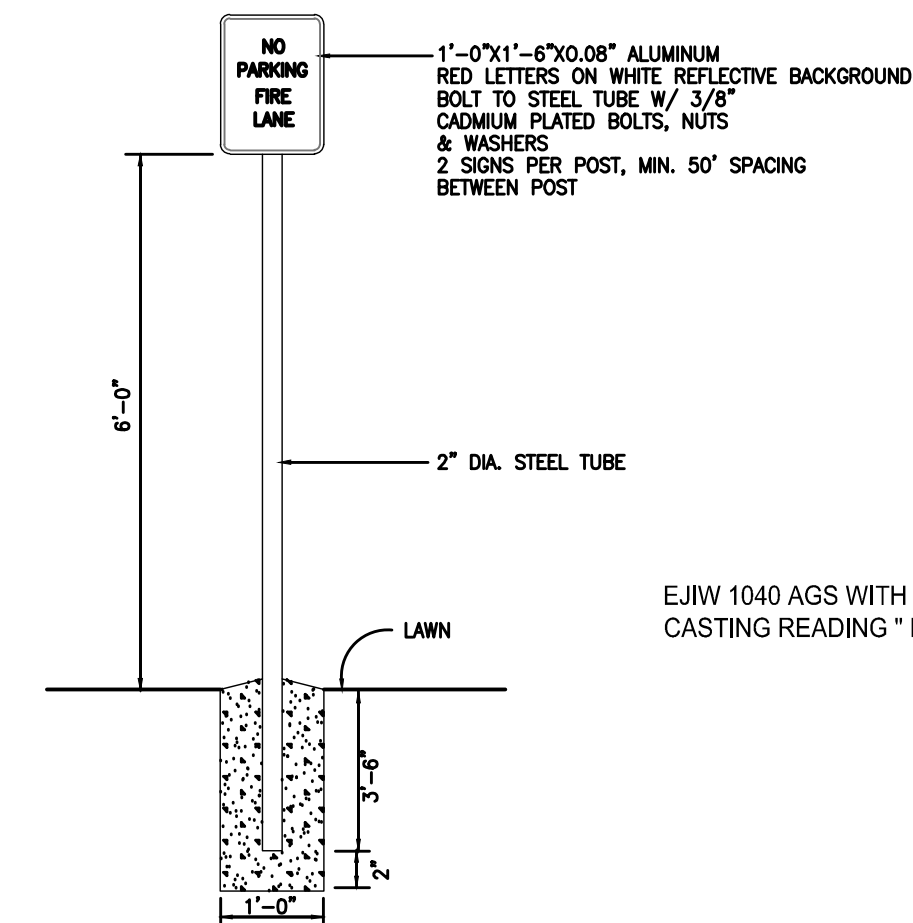
BEBOSS Engineering Architects  
Engineers Surveyors Planners Landscape Architects  
3121 E. GRAND RIVER AVE.  
HOWELL, MI. 48843  
800.246.6735 FAX 517.546.1670

PROJECT: ST. JOSEPH CATHOLIC CHURCH  
PREPARED FOR: ST. JOSEPH CATHOLIC CHURCH  
915 E. OLIVER STREET  
OWINGTO, MI 48867  
369-726-2979  
TITLE: SOIL EROSION CONTROL PLAN

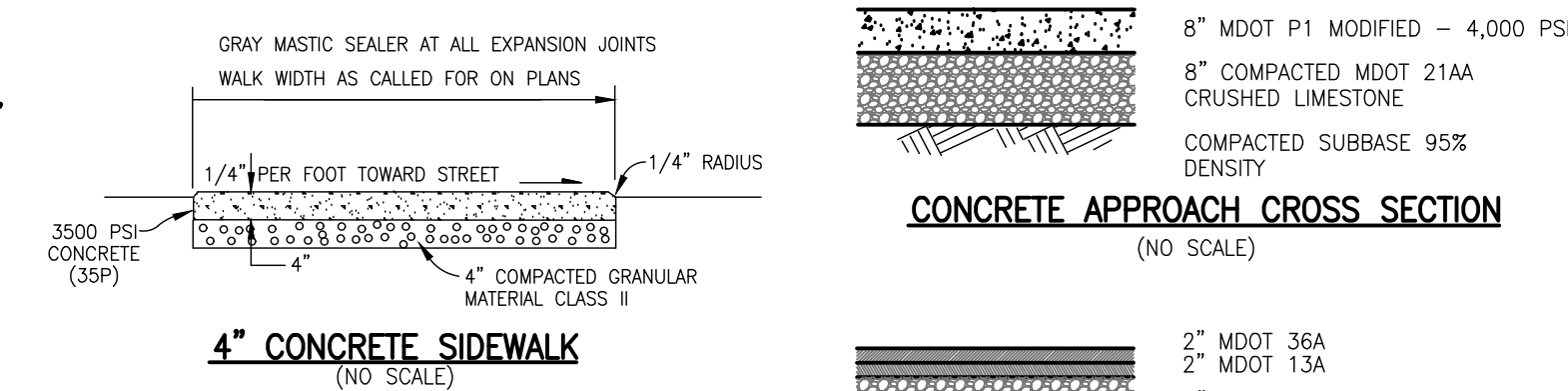
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JOB NO. 16-198  
DATE: 08/15/16  
SHEET NO. C6



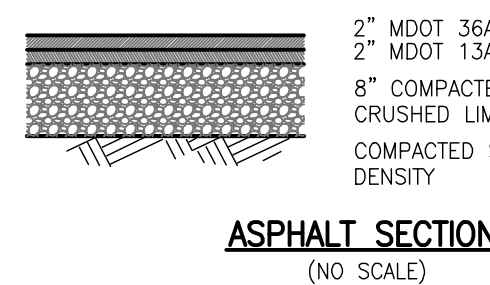
**HANDICAP PARKING SIGN DETAIL**  
(NO SCALE)



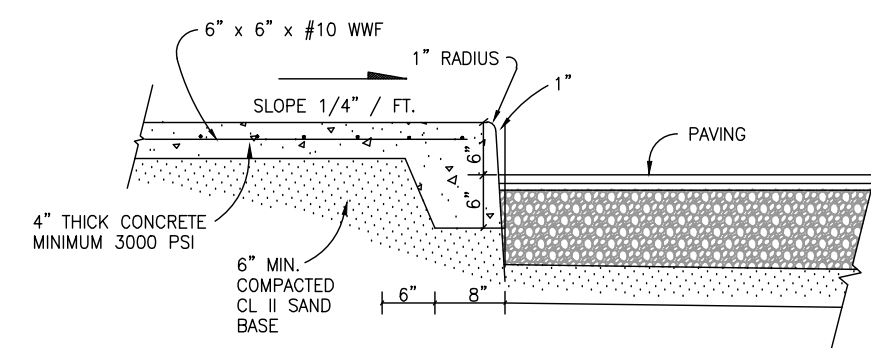
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(NO SCALE)



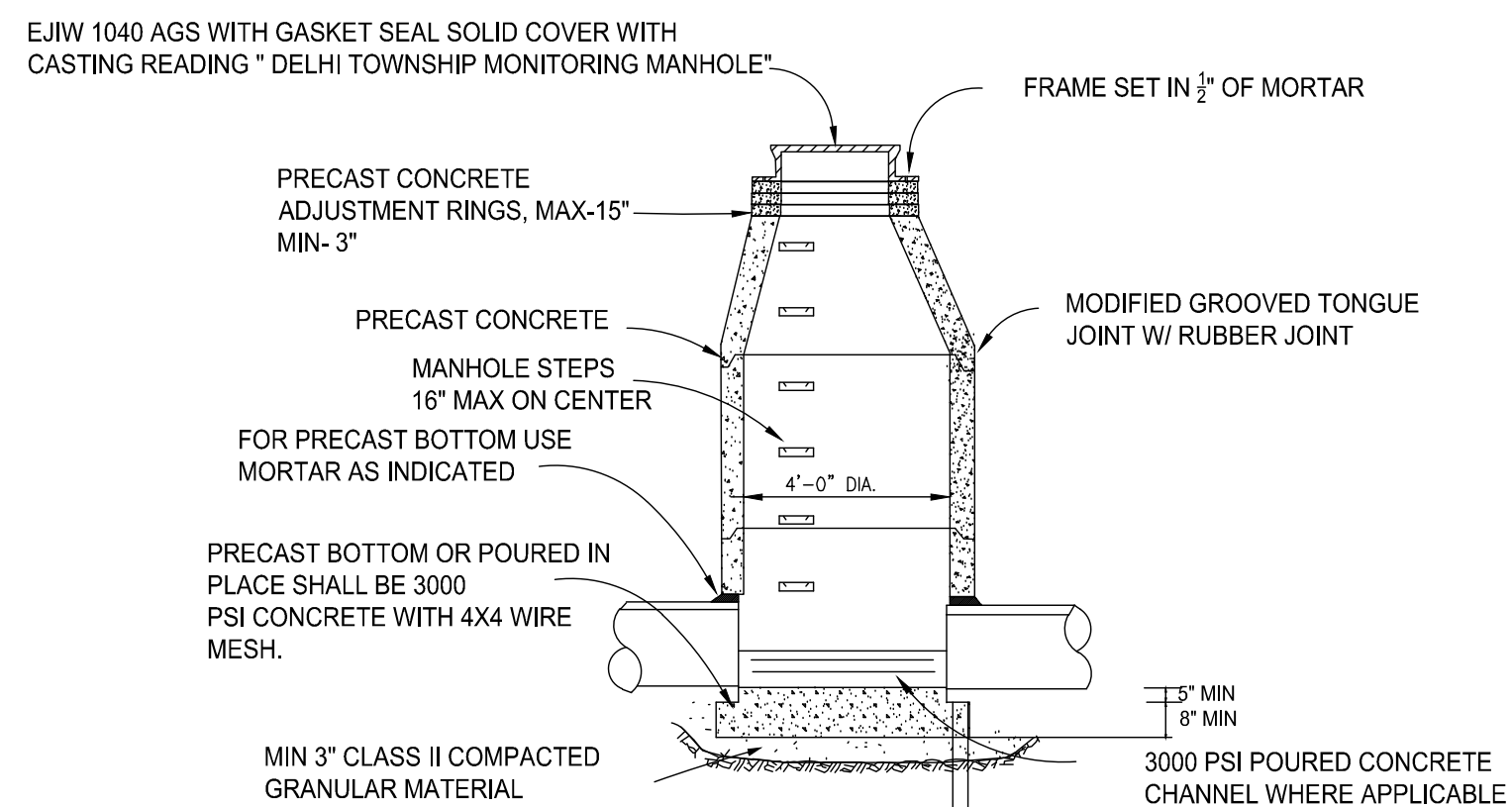
**CONCRETE APPROACH CROSS SECTION**  
(NO SCALE)



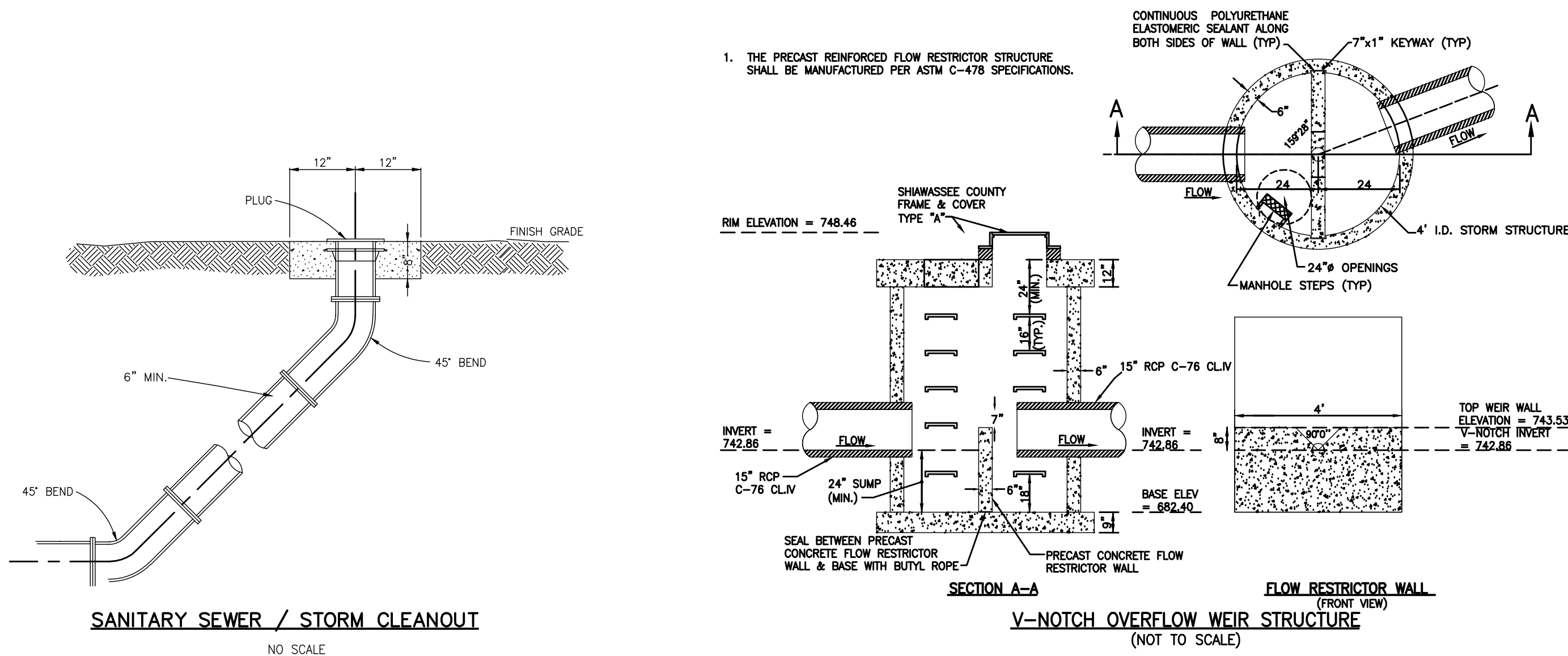
**ASPHALT SECTION**  
(NO SCALE)



**INTEGRAL CONCRETE WALK / CURB DETAIL**  
(NO SCALE)



**4' DIA. SANITARY SERVICE MONITORING MANHOLE DETAIL**  
(NO SCALE)



**SANITARY SEWER / STORM CLEANOUT**  
(NO SCALE)

**V-NOTCH OVERFLOW WEIR STRUCTURE**  
(NOT TO SCALE)

BEBOSS Engineering Architects  
 Engineers Surveyors Planners Landscape Architects  
 3121 E. GRAND RIVER AVE.  
 HOWELL, MI. 48843  
 800.246.6735 FAX 517.546.1670

PROJECT: ST. JOSEPH CATHOLIC CHURCH  
 PREPARED FOR: ST. JOSEPH CATHOLIC CHURCH  
 915 E. OLIVER STREET  
 OWASSO, MI 48867  
 989.725.5215  
 TITLE: CONSTRUCTION NOTES & DETAILS

NO	REV	PER	DATE

DESIGNED BY: CD  
 DRAWN BY: CD  
 CHECKED BY:  
 SCALE: NO SCALE  
 JOB NO. 16-198  
 DATE: 8/15/16  
 SHEET NO. C7

## Chapter 26 – SIGNS

### ARTICLE 1. – MICHIGAN BUILDING CODE

#### Sec. 26-1. – Use of Michigan Building Code

The currently adopted Michigan Building Code, and all appendices as applies, shall be used and followed regarding sign construction and installation and in conjunction with the zoning regulations as outlined in this chapter.

#### Sec. 26-1. – Changes in code.

?

#### Secs. 26-3, 26-5. – Reserved.

### ARTICLE II. – IN GENERAL

#### Sec. 26-5. - Short title.

This ordinance shall be known as and may be cited as the City of Owosso Sign Ordinance.

#### Sec. 26-6. – Purpose.

The purpose of this article is to regulate signs and to minimize outdoor advertising within the city so as to protect public safety, health and welfare; minimize abundance and size of signs to reduce visual clutter, motorist distraction, and loss of sight distance; promote public convenience; preserve property values; support and complement land use objectives as set forth in the City of Owosso Master Plan and this article; and enhance the aesthetic appearance and quality of life within the city. The standards contained herein are intended to be content neutral.

These objectives are accomplished by establishing the minimum amount of regulations necessary concerning the size, placement, construction, illumination, and other aspects of signs in the city so as to:

- a. Recognize that the proliferation of signs is unduly distracting to motorists and non-motorized travelers, reduces the effectiveness of signs directing and warning the public, causes confusion, reduces desired uniform traffic flow, and creates potential for accidents.
- b. Prevent signs that are potentially dangerous to the public due to structural deficiencies or disrepair.
- c. Reduce visual pollution and physical obstructions caused by a proliferation of signs which would diminish the city's image, property values and quality of life.
- d. Recognize that the principal intent of commercial signs, to meet the purpose of these standards and serve the public interest, should be for identification of an establishment on the premises, and not for advertising special events, brand names, or off-premises activities; alternative channels of advertising communication and media are available for advertising which do not create visual blight and compromise traffic safety.
- e. Enable the public to locate goods, services and facilities without excessive difficulty and confusion by restricting the number and placement of signs.
- f. Prevent placement of signs which will conceal or obscure signs of adjacent uses.
- g. Protect the public right to receive messages, especially noncommercial messages such as religious, political, economic, social, philosophical and other types of information protected by the First Amendment of the U.S. Constitution.
- h. The regulations and standards of this article are considered the minimum necessary to achieve a substantial government interest for public safety, aesthetics, protection of property values, and

are intended to be content neutral.

- i. Prevent off-premises signs from conflicting with other allowed land uses.
- j. Maintain and improve the image of the city by encouraging signs of consistent size which are compatible with and complementary to related buildings and uses, and harmonious with their surroundings.
- k. Prohibit portable commercial signs in recognition of their significant negative impact on traffic safety and aesthetics.
- l. Preserve and enhance the image of the city's Central Business District.

#### **Sec. 26-7. – Applicability; effect and scope.**

A sign may be erected, placed, established, painted, created, or maintained in the city only in conformance with the standards, procedures, exemptions, and other requirements of this chapter.

The effect of the chapter as more specifically set forth herein, is:

- (1) To establish a permit system to allow a variety of types of signs in commercial and industrial zones, and a limited variety of signs in other zones, subject to the standards and the permit procedures of this chapter.
- (2) To allow certain signs that are small unobtrusive, and incidental to the principal use of the respective lots on which they are located, subject to the substantive requirements of this chapter, but without a requirement for permits.
- (3) To provide for temporary signs without commercial messages in limited circumstances in the public right-of-way.
- (4) To prohibit all signs not expressly permitted by this chapter.
- (5) To provide for the enforcement of the provisions of this chapter.
- (6) This chapter shall not relate to building design. Nor shall this chapter regulate: official traffic or government signs; the copy and message of signs; signs not intended to be viewed from a public right-of-way; window displays; product dispensers and point-of-purchase displays; scoreboards on athletic fields; flags of any nation, government or noncommercial organization; gravestones; barber poles; religious symbols; commemorative plaques; the display of street numbers; or any display or construction not defined herein as a sign.

#### **Sec. 26-8. - Sign definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this article, except where the context clearly indicates a different meaning.

**Accessory sign:** A sign which pertains to the use of the premises on which it is located.

**Animated sign:** A sign which uses lights, moving parts, or other means to depict action, create an image of a living creature or person, or create a special effect or scene.

**Awning or canopy sign:** A non-rigid fabric marquee or awning-type structure which is attached to the building by supporting framework, which includes a business identification message, symbol and/or logo. See "wall sign."

**Banner:** A fabric, plastic or other sign made of non-rigid material without enclosing structural framework.

**Billboard:** A sign separate from a premises erected for the purpose of advertising a product, event, person, or subject not related to the premises on which the sign is located. Permitted off-premises directional signs shall not be considered billboards for the purpose of this article.

**Business center:** A grouping of two or more business establishments on one or more parcels of property which may share parking and access and are linked architecturally or otherwise present the

appearance of a unified grouping of businesses. A business center shall be considered one use for the purposes of determining the maximum number of ground signs. An automobile or vehicle dealership shall be considered a business center regardless of the number or type of models or makes available, however, used vehicle sales shall be considered a separate use in determining the maximum number of signs, provided that the used vehicle sales section of the lot includes at least 25 percent of the available sales area.

**Changeable message sign:** A sign on which the message is changed mechanically, electronically or manually, including time/temperature signs; also called menu board, reader board or bulletin board.

**Community special event sign:** Signs and banners, including decorations and displays celebrating a traditionally-accepted patriotic or religious holiday, or special municipal, school or other non-profit activities.

**Construction sign:** A temporary sign identifying the name(s) of project owners, contractors, developers, realtors representing developers, architects, designers, engineers, landscape architects, and financiers of a project being constructed or improved; and not including any advertising of any product or announcement of availability of leasing space.

**Directional sign:** A sign which assists motorists in determining or confirming a correct route such as, enter, exit and parking signs. Business identification or logo on such a sign is considered and calculated as part of the allowable square footage for a ground sign.

**Festoon:** A string of ribbons, tinsel, small flags, pinwheels or lights, typically strung overhead in loops.

**Flashing sign:** A sign which contains an intermittent or sequential flashing light source.

**Freestanding sign:** A sign which is erected upon or supported by the ground, including "pole or pylon signs" and "ground signs."

**Gasoline price sign:** A sign which is used to advertise the price of gasoline. In the event that the brand identification sign is attached to or is a part of the sign advertising price, that portion of the sign used for advertising price shall be considered the gasoline price sign.

**Ground or monument sign:** A three-dimensional, self-supporting, base-mounted freestanding identification sign, consisting of two or more sides extending up from the base, and upon which a message, business, group of businesses or center name is affixed.

**Illegal sign:** A sign which does not meet the requirements of this article and does not have legal nonconforming status.

**Incidental sign:** A small sign, emblem, or decal informing the public of goods, facilities, or services available on the premises. Examples of incidental signs include credit card signs, signs indicating the hours of business, no smoking signs, signs used to designate bathrooms, and signs providing information on credit cards and business affiliations.

**Integral sign:** A memorial sign or commemorative tablet which contains names of buildings, dates of erection, and monumental citations.

**Luminous tube:** See "neon" and "outline tubing sign."

**Mansard:** A sloped roof or roof-like façade. Signs mounted on the face of a mansard roof shall be considered wall signs.

**Marquee:** A permanent roof-like structure or canopy, supported by and extending from the face of the building. A marquee sign is a sign attached to or supported by a marquee structure.

**Menu board, reader board, or bulletin board:** See "changeable message sign."

**Moving sign:** A sign in which the sign itself or any portion of the sign moves or revolves. A "rotating sign" is a type of moving sign. This definition does not include "changeable message signs."

**Mural:** A design or representation which is painted or drawn on the exterior surface of a structure and which does not advertise a business, product, service, or activity.

**Nameplate:** A nonelectric, on-premises identification sign giving only the name, address, and/or

occupation of an occupant or group of occupants.

**Neon sign:** See "outline tubing sign."

**Nonconforming sign:** A sign that does not comply with the size, placement, construction or other standards or regulations of this article, but were lawfully established prior to its adoption. Signs for which the zoning board of appeals has granted a variance are exempt and shall not be defined as nonconforming.

**Obsolete sign:** A sign that advertises a product that is no longer made or that advertises a business that has closed.

**Off-premises sign:** A sign which identifies a use or advertises products and services not available on the site or parcel on which the sign is located; a sign which directs travelers or provides a message unrelated to the site on which the sign is located, e.g. billboards.

**On-premises sign:** A sign providing the address and name of owner of a parcel of land; a sign advertising a business, service or product sold or produced on the same site or parcel.

**Outline tubing sign:** A sign consisting of glass tubing, filled with a gas such as neon, which glows when electric current is sent through it. See "neon" and "luminous tube".

**Parapet:** The extension of a false front or wall above a roof line. Signs mounted on the face of a parapet shall be considered wall signs.

**Permanent sign:** A sign designed to be installed permanently in the ground a minimum of 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, nongovernment 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 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-premises 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.

**Temporary sign:** A sign not constructed or intended for long-term use. Examples of temporary signs include signs which announce a coming attraction, a new building under construction, a community or civic project, or other special events that occur for a limited period of time such as a garage or estate sale.

**Time and temperature sign:** Signs which display the current time and/or temperature.

**Vehicle sign:** Signs affixed to a parked vehicle or truck trailer which is being used principally for advertising purposes, rather than for transportation purposes.

**Wall sign:** A sign attached parallel to and extending not more than 12 inches from the wall of a building. Painted signs, signs which consist of individual letters, cabinet signs, and signs mounted on the face of a mansard roof shall be considered wall signs. Permanent signs which are not affixed directly to a window or are positioned next to a window so that they are visible from the outside, shall also be considered wall signs.

**Window sign:** A sign located in or on a window which is intended to be viewed from the outside. Permanent window signs which are not affixed directly to a window or are positioned next to a window so that they are visible from the outside shall be considered wall signs.

#### **Sec. 26-9. – Permits required and fees.**

It shall be unlawful for any person to erect, re-erect, make an alteration, or relocate any sign unless a permit shall have been first obtained from the administrator, and a permit fee paid in accordance with the schedule adopted by resolution of the city council. Electrical signs shall, in addition, require an electrical permit.

#### **Sec. 26-10. – Sign erector qualifications.**

The administrator shall evaluate, authorize or deny as a part of the permit the person assigned to the installing of, erecting, maintaining, repairing or altering a sign. The authorization of the erector shall be based on the administrator's evaluation of the direct experience of the person specified for the sign work. Notwithstanding the previous sentences, a person does not undergo evaluation to install a nonelectrical sign, provided the sign does not exceed an area of thirty-two (32) feet, a height of seven (7) feet above grade, has no illumination, and no remuneration, monetary or otherwise, is involved.

#### **Sec. 26-11. - Prohibited signs.**

The following signs are prohibited in all districts:

- a. Signs which obstruct free access or egress from any building, including those that obstruct any fire escape, required exit way, window, or door opening or that prevent free access to the roof by firefighters.
- b. Moving signs and signs having moving members or parts, excluding barber poles, and electronic poles.
- c. Signs using high intensity or flashing lights, festoons, spinners or other animated devices.

- d. Signs which in any way simulate or could be confused with the lighting of emergency vehicles or traffic signals; there shall be no flashing, oscillating or intermittent, or red, yellow, or green illumination on any sign located in the same line of vision as a traffic control system, nor interference with vision clearance along any highway, street, or road or at any intersection of two or more streets.
- e. Signs which obstruct or impair the vision of motorists or non-motorized travelers at any intersection, driveway, within a parking lot or loading area.
- f. Non-regulatory signs placed in any public right-of-way; attached to a utility pole; or affixed to a tree, street furniture, or waste receptacles.
- g. Off-premises signs erected for the purpose of advertising a product, event, person, or subject, unless otherwise provided for in this article or covered under the State Highway Act.
- h. Roof signs unless specifically permitted elsewhere in this article.
- i. Portable signs, as defined, not provided for in this article.
- j. Pylon or pole signs not provided for in this article.
- k. Any sign or sign structure which:
  - 1. Is structurally unsafe.
  - 2. Constitutes a hazard to safety or health by reason of inadequate maintenance, dilapidation, or abandonment.
  - 3. Is capable of causing electric shock to person who come in contact with it.
  - 4. Is not kept in good repair, such that it has broken parts, missing letters, or nonoperational lights.
- l. Any sign which makes use of the words "stop", "look", or "danger", or any other words, phrases, symbols, or characters, in such a manner as to interfere with, mislead, or confuse traffic.

**Sec. 26-12. - General standards for permitted signs.**

Signs which are permitted as accessory uses serving a commercial or informational purpose may be permitted subject to the requirements of this article; provided, that no such sign shall be erected or altered until approved by the building official/zoning administrator and until a sign permit has been issued pursuant to chapter 26 of the City of Owosso Code of Ordinances.

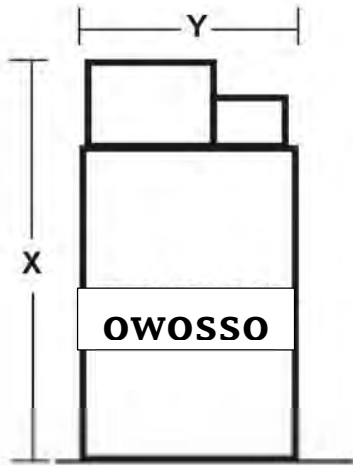
- a. Sign setbacks.
  - 1. All signs, unless otherwise provided for, shall be set back a minimum of ten feet from any public or private street right-of-way line or access drive in all districts. This distance shall be measured from the nearest edge of the sign, measured at a vertical line perpendicular to the ground to the right-of-way.
  - 2. Side yard setbacks for signs shall be the same as that required for the main structure or building, provided that all nonresidential signs shall be set back at least 100 feet from any residential district.
- b. Location. Sign location to assure adequate sight distance. In order to ensure adequate sight distance for motorists, bicyclists and pedestrians, a minimum clear vision area shall be maintained between a height of 24 inches and six feet within a triangular area measured 25 feet back from intersection of public right-of-way lines. Furthermore, signs shall not be permitted where they obstruct motorist vision of regulatory signs, traffic-control devices or street signs.
- c. Design and construction. Signs, as permitted in the various zoning districts, shall be designed to be compatible with the character of building materials and landscaping to promote an overall unified and aesthetic effect in accordance with the standards set forth herein. Signs shall not be constructed from materials that are remnants or manufactured for a different purpose. New box sign panels with a white or tan background must be blackened internally so only the letters show when illuminated.



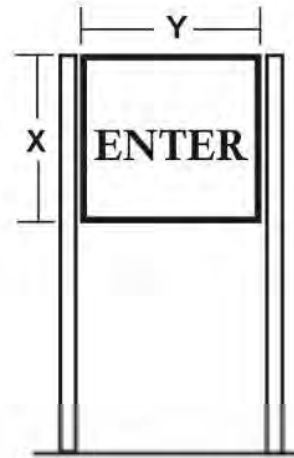
- d. Illumination.
  - 1. Signs may be illuminated, but only by steady, stationary, shielded light sources directed solely at the sign or internal to it.
  - 2. Use of glaring undiffused lights, bare bulbs, or flames is prohibited.
  - 3. Lighting shall be shielded and/or pointed downward so as not to project onto adjoining properties or thoroughfares.
  - 4. Underground wiring shall be required for all illuminated signs not attached to a building.
- e. Maintenance and construction.
  - 1. Every sign shall be constructed and maintained in a manner consistent with the building code provisions and maintained in good structural condition at all times. All signs shall be kept neatly painted, stained, sealed or preserved including all metal, wood or other materials used for parts and supports.
  - 2. All signs erected, constructed, reconstructed, altered or moved shall be constructed in such a manner and of such materials so that they shall be able to withstand wind pressure of at least 20 pounds per square foot or 75 mph.
  - 3. All signs, including any cables, guy wires, or supports shall have a minimum clearance of four feet from any electric fixture, street light, or other public utility pole or standard.
- f. Measurement. Measurement of allowable sign area (see Figure 22.2 Guidelines for Measuring Sign Face Square Footage below).
  - 1. The allowable area for signs shall be measured by calculating the square footage of the sign face and any frame or base of other material or color forming an integral part of the display or used to differentiate it from the background against which it is placed as measured by enclosing the most protruding points or edges of a sign within a parallelogram or rectangle.
  - 2. When a sign has two or more faces, the area of all faces shall be included in calculating the area of the sign except that where two such faces are placed back to back, only larger face shall be considered, provided that both faces are part of the same structure, contain the same message and are separated by no more than two feet.
  - 3. For purposes of calculating sign area allowed as a wall sign, the wall sign square footage shall be determined by measuring a parallelogram (box) which includes the portion of the canopy which contains a message, symbol and/or logo (examples are shown on the attached figures).
  - 4. When a sign consists solely of lettering or other sign elements printed, painted or mounted on a wall of a building without any distinguishing border, panel or background, the calculation for sign area shall be measured by enclosing the most protruding edges of the sign elements within a parallelogram or rectangle.

# Figure 22.2

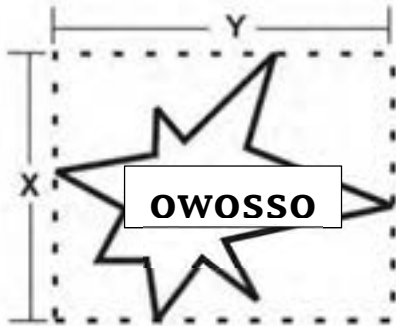
## Guidelines for Measuring Sign Face Square Footage



**GROUND SIGNS**  
Measurements taken from the outermost points of the sign face



**DIRECTIONAL SIGNS**  
Post are not included in the measurement of a sign face



**ALL SIGNS**  
Measurements taken from the outermost points of the panel



**WALL, CANOPY, or PROJECTING SIGNS**  
Measurements taken from the outermost points of the copy

**Sec. 26-13. - 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								
District	Wall, Canopy, or Projecting Sign (c)		Ground Sign (c)			Temporary Signs (d)		
	Number #	Max. Size	Number # (b)	Max. Size Per Sign Face	Max. Height	Max Size Per Sign	Total Area Per Parcel	Max. Height
R-1, R-T		10% of front façade 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
R-2, RM-1								
Home Occupations	1 per business (a)	10% of front façade or 100 square feet, whichever is less (a)	1	72 square feet	6 feet	24 square feet	48 square feet	6 feet
B-4 and PUD commercial uses								
OS-1								
B-1, B-2, and B-3								
I-1 and 1-2								

Footnotes to the Sign Dimensional Standards and Regulations Table

- (a) One 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 wall signs, one for each front façade. The maximum wall sign area shall not exceed ten percent of the front façade of the building (any façade which faces a public or approved private street), per use or business establishment. However, for a commercial structure containing one 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 ground sign is permitted per use, including uses which occupy more than one parcel and business centers containing more than one business or use, with additional signs permitted according to the following table, however, no site shall have more than two 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
Greater than 300 feet of frontage along 1 right-of-way	2 ground signs

- (c) Changeable message signs and gasoline price signs may be permitted as part of a monument sign in the Business Districts and Industrial Districts, and when associated with a commercial or office use within an OS-1 District in accordance with the following:
- (1) One changeable message sign or one gasoline price sign shall be permitted per premises, but not both.
  - (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 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 take less than one second to change.
  - (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 100 feet from any residential district or use, except as modified in subsection 10 below.
  - ~~(9) Electronic changeable message signs and gasoline price signs shall use only one color of lighting or bulbs to prevent nuisances and distractions upon adjoining properties and thoroughfares.~~
  - (10) One gasoline price sign is permitted for an overhead gas pump canopy with an area not to exceed ten percent of the canopy façade and when this is the only changeable message sign on the property.
  - (11) One electronic message sign, meeting the above requirements, may be approved by the planning commission for institutional uses, meaning a use by public or quasi-public institution such as a religious organization, church, nonprofit organization, academic institution, library or hospital, located in a residential district when meeting the following requirements:
    - i. The institutional use is located on a minor arterial or collector road, as designated in the City of Owosso Master Plan;
    - ii. That the sign will not create a nuisance for residential properties in the immediate vicinity of the sign, as determined by the planning commission and subject to any conditions;
    - iii. The appropriate size of the sign shall be determined by the planning commission but shall be no greater than 50 square feet in area.

- a. Directional signs. No more than one directional sign shall be permitted for each approved driveway, with a maximum sign area of four square feet per sign, and a maximum height of four 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-premises 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 feet from any street curb-line, shall not extend more than six feet over the public right-of-way, and shall leave a minimum clearance of eight feet above the ground.
  3. Projecting or canopy signs, in the B-1, B-2, B-4, I-1, I-2, and OS-1 districts shall have a minimum ground clearance of ten feet, shall be set back at least six feet from any adjacent public right-of-way, and shall not project over an alley or private access lane. A projecting sign shall not extend for more than two 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 foot.
  5. Wood posts or supporting arms shall not be used in conjunction with any projecting sign.
  6. Projecting signs shall not exceed sixteen square feet in area.
  7. Canopy signs shall not be internally illuminated.
- d. Entranceway signs. One 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 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 premises for sale, rent or lease.
    - b. An on-site sign advertising an on-going garage, estate or yard sale.
    - c. Noncommercial signs which contain noncommercial 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 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 38-388 Corner Clearance**.
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 B-1, B-2, B-3, and B-4 districts at the public building entrances to businesses subject to the following requirements:
- 1. One sign per customer entrance shall be permitted regardless of the number of tenants on the premises.
  - 2. The sign is permitted only during operating business hours and must be stored inside when the establishment is not open to the general public.
  - 3. Each sign shall not exceed an overall height of 42 inches and an overall width of 24 inches.
  - 4. No sign shall be located in such a manner as to interfere with vehicular or pedestrian traffic flow or visibility.
  - 5. All signs must be constructed or weather-proof, durable material and kept in good repair.

**Sec. 26-14. - Nonconforming signs.**

Nonconforming signs are those signs that do not comply with the size, placement, construction or other standards or regulations of this chapter, but were lawfully established prior to its adoption. Signs for which the board of appeals has granted a variance are exempt and shall not be defined as nonconforming. It is the intent of this article to encourage eventual elimination of nonconforming signs in a timely manner. This objective is considered as much a subject of public health, safety and welfare as the prohibition of new signs in violation of this article. Therefore, the purpose of this article is to remove illegal nonconforming signs while avoiding any unreasonable invasion of established private property rights. A nonconforming sign may be continued and shall be maintained in good condition as described elsewhere in this article, however, the following alterations are regulated:

- a. A nonconforming sign shall not be structurally altered or repaired so as to prolong its useful life or so as to change its shape, size, type or design unless such change shall make the sign conforming.
- b. A nonconforming sign shall not be replaced by another nonconforming sign.
- c. A nonconforming sign shall not be reestablished after abandonment as defined in section 26-8.c., dangerous, unsafe, abandoned, and illegally erected signs.
- d. A nonconforming sign must not be reestablished after damage or destruction if the estimated expense of reconstruction exceeds 50 percent of the appraised replacement cost as determined by the building official/zoning administrator or if 50 percent or more of the face of the sign is damaged or destroyed.

**Sec. 26-15. - Dangerous, unsafe, abandoned, and illegally erected signs.**

- a. Dangerous signs. Any sign constituting an immediate hazard to health or safety shall be deemed a nuisance and may be immediately removed by the city and the cost thereof charged against the owner of the property on which it was installed.
- b. Unsafe signs. Any sign that becomes insecure, in danger of falling, or otherwise unsafe but not considered an immediate danger by the building official/zoning administrator to the health or safety of the public shall be removed or repaired according to the process outline in paragraph e. below.
- c. Abandoned signs. Any sign that advertises a business that has been discontinued for at least 90 days or that advertises a product or service that is no longer offered shall be deemed abandoned. Permanent signs applicable to a business temporarily suspended by a change in ownership or management shall not be deemed abandoned unless the structure remains vacant for at least six months. An abandoned sign shall be removed by the owner or lessee of the premises. If the owner or lessee fails to remove the sign, the building official/zoning administrator shall initiate the process noted in paragraph e. below.
- d. Illegally erected signs: The building official/zoning administrator shall order the removal of any sign erected illegally in violation of this article, according to the process outlined in paragraph e. below.
- e. Process for enforcing violations of section 26-7, dangerous, unsafe, abandoned, and illegally signs. For violations of section 26-7 b. through d., the building official/zoning administrator shall notify the owner of the property on which the sign is located. Verbal notices or those sent by first class mail shall be sufficient notice. Where a sign erected in violation of this article is considered dangerous or unsafe, the notice shall inform the owner to remove said sign(s) immediately and property owners of other illegal signs on private property shall be granted a reasonable period of time within which to remove the sign, as determined by the building official/zoning administrator. Should the property owner fail to remove the sign(s) within the time specified, or if a sign is erected within any right-of-way or public property, the building official/zoning administrator, or their designee, shall have the authority to remove the sign, and the property owner shall be liable for the cost thereof.

**Sec. 26-16. - Changes to permitted signs.**

No physical, structural or electrical changes can be made to existing permitted signs without first obtaining a new sign permit. Individual sign panels can be replaced on existing box signs but a permit must still be obtained.

**Sec. 26-17. - Administration and appeals of sign ordinance standards.**

- a. Generally. The regulations of this article shall be administered and enforced by building official/zoning administrator.
- b. Violations. It shall be unlawful for any person to erect, construct, enlarge, alter, repair, move, use or maintain any sign in the city, or cause or permit the same to be done, contrary to or in violation of any of the standards and regulations of this article. Any such violation, including the failure to remove a sign when directed under the authority of this article, shall constitute a misdemeanor punishable in accordance with [section 1-8](#) of the Owosso Code of Ordinances.
- c. Only licensed sign contractors shall pull permits or file applications. Contractors shall provide to the city a copy of their current contractor's license and liability insurance. Application for a sign permit and details of requirements are contained in the City Code of Ordinances, chapter 26 and are available from the building official/zoning administrator.
- d. All plans and applications shall be in compliance with the currently adopted Michigan Building Code and all codes and appendixes contained therein.

## APPENDIX H

# SIGNS

*The provisions contained in this appendix are not mandatory unless specifically referenced in the adopting ordinance.*

### SECTION H101 GENERAL

**H101.1 General.** A sign shall not be erected in a manner that would confuse or obstruct the view of or interfere with exit signs required by Chapter 10 or with official traffic signs, signals or devices. Signs and sign support structures, together with their supports, braces, guys and anchors, shall be kept in repair and in proper state of preservation. The display surfaces of signs shall be kept neatly painted or posted at all times.

**H101.1.1 Local ordinances.** A governmental subdivision that has sign regulations governing the placement, location, size, height, or setback from public right of ways shall govern such items.

R 408.30497

**H101.2 Signs exempt from permits.** The following signs are exempt from the requirements to obtain a permit before erection:

1. Painted nonilluminated signs.
2. Temporary signs announcing the sale or rent of property.
3. Signs erected by transportation authorities.
4. Projecting signs not exceeding 2.5 square feet (0.23 m<sup>2</sup>).
5. The changing of moveable parts of an approved sign that is designed for such changes, or the repainting or repositioning of display matter shall not be deemed an alteration.

### SECTION H102 DEFINITIONS

**H102.1 General.** The following words and terms shall, for the purposes of this appendix, have the meanings shown herein. Refer to Chapter 2 of the *International Building Code* for general definitions.

**COMBINATION SIGN.** A sign incorporating any combination of the features of pole, projecting and roof signs.

**DISPLAY SIGN.** The area made available by the sign structure for the purpose of displaying the advertising message.

**ELECTRIC SIGN.** A sign containing electrical wiring, but not including signs illuminated by an exterior light source.

**GROUND SIGN.** A billboard or similar type of sign which is supported by one or more uprights, poles or braces in or upon the ground other than a combination sign or pole sign, as defined by this code.

**POLE SIGN.** A sign wholly supported by a sign structure in the ground.

**PORTABLE DISPLAY SURFACE.** A display surface temporarily fixed to a standardized advertising structure which is regularly moved from structure to structure at periodic intervals.

**PROJECTING SIGN.** A sign other than a wall sign, which projects from and is supported by a wall of a building or structure.

**ROOF SIGN.** A sign erected upon or above a roof or parapet of a building or structure.

**SIGN.** Any letter, figure, character, mark, plane, point, marquee sign, design, poster, pictorial, picture, stroke, stripe, line, trademark, reading matter or illuminated service, which shall be constructed, placed, attached, painted, erected, fastened or manufactured in any manner whatsoever, so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise, whatsoever, which is displayed in any manner outdoors. Every sign shall be classified and conform to the requirements of that classification as set forth in this chapter.

**SIGN STRUCTURE.** Any structure which supports or is capable of supporting a sign as defined in this code. A sign structure is permitted to be a single pole and is not required to be an integral part of the building.

**WALL SIGN.** Any sign attached to or erected against the wall of a building or structure, with the exposed face of the sign in a plane parallel to the plane of said wall.

### SECTION H103 LOCATION

**H103.1 Location restrictions.** Signs shall not be erected, constructed or maintained so as to obstruct any fire escape or any window or door or opening used as a *means of egress* or so as to prevent free passage from one part of a roof to any other part thereof. A sign shall not be attached in any form, shape or manner to a fire escape, nor be placed in such manner as to interfere with any opening required for ventilation.

### SECTION H104 IDENTIFICATION

**H104.1 Identification.** Every outdoor advertising display sign hereafter erected, constructed or maintained, for which a permit is required shall be plainly marked with the name of the person, firm or corporation erecting and maintaining such sign and shall have affixed on the front thereof the permit number issued for said sign or other method of identification *approved by the building official.*



## SECTION H105 DESIGN AND CONSTRUCTION

**H105.1 General requirements.** Signs shall be designed and constructed to comply with the provisions of this code for use of materials, loads and stresses.

**H105.2 Permits, drawings and specifications.** Where a permit is required, as provided in Chapter 1, construction documents shall be required. These documents shall show the dimensions, material and required details of construction, including loads, stresses and anchors.

**H105.3 Wind load.** Signs shall be designed and constructed to withstand wind pressure as provided for in Chapter 16.

**H105.4 Seismic load.** Signs designed to withstand wind pressures shall be considered capable of withstanding earthquake loads, except as provided for in Chapter 16.

**H105.5 Working stresses.** In outdoor advertising display signs, the allowable working stresses shall conform to the requirements of Chapter 16. The working stresses of wire rope and its fastenings shall not exceed 25 percent of the ultimate strength of the rope or fasteners.

### Exceptions:

1. The allowable working stresses for steel and wood shall be in accordance with the provisions of Chapters 22 and 23.
2. The working strength of chains, cables, guys or steel rods shall not exceed one-fifth of the ultimate strength of such chains, cables, guys or steel.

**H105.6 Attachment.** Signs attached to masonry, concrete or steel shall be safely and securely fastened by means of metal anchors, bolts or approved expansion screws of sufficient size and anchorage to safely support the loads applied.

## SECTION H106 ELECTRICAL

**H106.1 Illumination.** A sign shall not be illuminated by other than electrical means, and electrical devices and wiring shall be installed in accordance with the requirements of NFPA 70. Any open spark or flame shall not be used for display purposes unless specifically approved.

**H106.1.1 Internally illuminated signs.** Except as provided for in Sections 402.16 and 2611, where internally illuminated signs have facings of wood or approved plastic, the area of such facing section shall not be more than 120 square feet (11.16 m<sup>2</sup>) and the wiring for electric lighting shall be entirely enclosed in the sign cabinet with a clearance of not less than 2 inches (51 mm) from the facing material. The dimensional limitation of 120 square feet (11.16 m<sup>2</sup>) shall not apply to sign facing sections made from flame-resistant-coated fabric (ordinarily known as "flexible sign face plastic") that weighs less than 20 ounces per square yard (678 g/m<sup>2</sup>) and that, when tested in accordance with NFPA 701, meets the fire propagation performance requirements of both Test 1 and Test 2 or that when tested in accordance with an approved test method, exhibits an average burn time of 2 seconds or less and a

burning extent of 5.9 inches (150 mm) or less for 10 specimens.

**H106.2 Electrical service.** Signs that require electrical service shall comply with NFPA 70.

## SECTION H107 COMBUSTIBLE MATERIALS

**H107.1 Use of combustibles.** Wood, approved plastic or plastic veneer panels as provided for in Chapter 26, or other materials of combustible characteristics similar to wood, used for moldings, cappings, nailing blocks, letters and laticing, shall comply with Section H109.1, and shall not be used for other ornamental features of signs, unless approved.

**H107.1.1 Plastic materials.** Notwithstanding any other provisions of this code, plastic materials which burn at a rate no faster than 2.5 inches per minute (64 mm/s) when tested in accordance with ASTM D 635 shall be deemed approved plastics and can be used as the display surface material and for the letters, decorations and facings on signs and outdoor display structures.

**H107.1.2 Electric sign faces.** Individual plastic facings of electric signs shall not exceed 200 square feet (18.6 m<sup>2</sup>) in area.

**H107.1.3 Area limitation.** If the area of a display surface exceeds 200 square feet (18.6 m<sup>2</sup>), the area occupied or covered by approved plastics shall be limited to 200 square feet (18.6 m<sup>2</sup>) plus 50 percent of the difference between 200 square feet (18.6 m<sup>2</sup>) and the area of display surface. The area of plastic on a display surface shall not in any case exceed 1,100 square feet (102 m<sup>2</sup>).

**H107.1.4 Plastic appurtenances.** Letters and decorations mounted on an approved plastic facing or display surface can be made of approved plastics.

## SECTION H108 ANIMATED DEVICES

**H108.1 Fail-safe device.** Signs that contain moving sections or ornaments shall have fail-safe provisions to prevent the section or ornament from releasing and falling or shifting its center of gravity more than 15 inches (381 mm). The fail-safe device shall be in addition to the mechanism and the mechanism's housing which operate the movable section or ornament. The fail-safe device shall be capable of supporting the full dead weight of the section or ornament when the moving mechanism releases.

## SECTION H109 GROUND SIGNS

**H109.1 Height restrictions.** The structural frame of ground signs shall not be erected of combustible materials to a height of more than 35 feet (10668 mm) above the ground. Ground signs constructed entirely of noncombustible material shall not be erected to a height of greater than 100 feet (30 480 mm) above the ground. Greater heights are permitted where

approved and located so as not to create a hazard or danger to the public.

**H109.2 Required clearance.** The bottom coping of every ground sign shall be not less than 3 feet (914 mm) above the ground or street level, which space can be filled with platform decorative trim or light wooden construction.

**H109.3 Wood anchors and supports.** Where wood anchors or supports are embedded in the soil, the wood shall be pressure treated with an approved preservative.

## SECTION H110 ROOF SIGNS

**H110.1 General.** Roof signs shall be constructed entirely of metal or other approved noncombustible material except as provided for in Sections H106.1.1 and H107.1. Provisions shall be made for electric grounding of metallic parts. Where combustible materials are permitted in letters or other ornamental features, wiring and tubing shall be kept free and insulated therefrom. Roof signs shall be so constructed as to leave a clear space of not less than 6 feet (1829 mm) between the roof level and the lowest part of the sign and shall have at least 5 feet (1524 mm) clearance between the vertical supports thereof. No portion of any roof sign structure shall project beyond an exterior wall.

**Exception:** Signs on flat roofs with every part of the roof accessible.

**H110.2 Bearing plates.** The bearing plates of roof signs shall distribute the load directly to or upon masonry walls, steel roof girders, columns or beams. The building shall be designed to avoid overstress of these members.

**H110.3 Height of solid signs.** A roof sign having a solid surface shall not exceed, at any point, a height of 24 feet (7315 mm) measured from the roof surface.

**H110.4 Height of open signs.** Open roof signs in which the uniform open area is not less than 40 percent of total gross area shall not exceed a height of 75 feet (22 860 mm) on buildings of Type 1 or Type 2 construction. On buildings of other construction types, the height shall not exceed 40 feet (12 192 mm). Such signs shall be thoroughly secured to the building upon which they are installed, erected or constructed by iron, metal anchors, bolts, supports, chains, stranded cables, steel rods or braces and they shall be maintained in good condition.

**H110.5 Height of closed signs.** A closed roof sign shall not be erected to a height greater than 50 feet (15 240 mm) above the roof of buildings of Type 1 or Type 2 construction, nor more than 35 feet (10 668 mm) above the roof of buildings of Type 3, 4 or 5 construction.

## SECTION H111 WALL SIGNS

**H111.1 Materials.** Wall signs shall be constructed of materials consistent with building materials governed by the type of construction as provided in chapter 6 of the code for the building or structure. Wall signs exceeding 40 square feet

(3.72 m<sup>2</sup>) in area shall be constructed of metal or other approved noncombustible material, except for nailing rails and except as provided in sections H106.1.1 and H107.1 of the code.

R 408.30497

**H111.2 Exterior wall mounting details.** Wall signs attached to *exterior walls* of solid masonry, concrete or stone shall be safely and securely attached by means of metal anchors, bolts or expansion screws of not less than  $\frac{3}{8}$  inch (9.5 mm) diameter and shall be embedded at least 5 inches (127 mm). Wood blocks shall not be used for anchorage, except in the case of wall signs attached to buildings with walls of wood. A wall sign shall not be supported by anchorages secured to an unbraced parapet wall.

**H111.3 Extension.** Wall signs shall not extend above the top of the wall, nor beyond the ends of the wall to which the signs are attached unless such signs conform to the requirements for roof signs, projecting signs or ground signs.

## SECTION H112 PROJECTING SIGNS

**H112.1 General.** Projecting signs shall be constructed entirely of metal or other noncombustible material and securely attached to a building or structure by metal supports such as bolts, anchors, supports, chains, guys or steel rods. Staples or nails shall not be used to secure any projecting sign to any building or structure. The *dead load* of projecting signs not parallel to the building or structure and the load due to wind pressure shall be supported with chains, guys or steel rods having net cross-sectional dimension of not less than  $\frac{3}{8}$  inch (9.5 mm) diameter. Such supports shall be erected or maintained at an angle of at least 45 percent (0.78 rad) with the horizontal to resist the *dead load* and at angle of 45 percent (0.78 rad) or more with the face of the sign to resist the specified wind pressure. If such projecting sign exceeds 30 square feet (2.8 m<sup>2</sup>) in one facial area, there shall be provided at least two such supports on each side not more than 8 feet (2438 mm) apart to resist the wind pressure.

**H112.2 Attachment of supports.** Supports shall be secured to a bolt or expansion screw that will develop the strength of the supporting chains, guys or steel rods, with a minimum  $\frac{5}{8}$ -inch (15.9 mm) bolt or lag screw, by an expansion shield. Turn buckles shall be placed in chains, guys or steel rods supporting projecting signs.

**H112.3 Wall mounting details.** Chains, cables, guys or steel rods used to support the live or dead load of projecting signs are permitted to be fastened to solid masonry walls with expansion bolts or by machine screws in iron supports, but such supports shall not be attached to an unbraced parapet wall. Where the supports must be fastened to walls made of wood, the supporting anchor bolts must go through the wall and be plated or fastened on the inside in a secure manner.

**H112.4 Height limitation.** A projecting sign shall not be erected on the wall of any building so as to project above the roof or cornice wall or above the roof level where there is no cornice wall; except that a sign erected at a right angle to the building, the horizontal width of which sign is perpendicular

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to such a wall and does not exceed 18 inches (457 mm), is permitted to be erected to a height not exceeding 2 feet (610 mm) above the roof or cornice wall or above the roof level where there is no cornice wall. A sign attached to a corner of a building and parallel to the vertical line of such corner shall be deemed to be erected at a right angle to the building wall.

**H112.5 Additional loads.** Projecting sign structures which will be used to support an individual on a ladder or other servicing device, whether or not specifically designed for the servicing device, shall be capable of supporting the anticipated additional load, but not less than a 100-pound (445 N) concentrated horizontal load and a 300-pound (1334 N) concentrated vertical load applied at the point of assumed or most eccentric loading. The building component to which the projecting sign is attached shall also be designed to support the additional loads.

**SECTION H113  
MARQUEE SIGNS**

**H113.1 Materials.** Marquee signs shall be constructed entirely of metal or other approved noncombustible material except as provided for in Sections H106.1.1 and H107.1.

**H113.2 Attachment.** Marquee signs shall be attached to approved marquees that are constructed in accordance with Section 3106.

**H113.3 Dimensions.** Marquee signs, whether on the front or side, shall not project beyond the perimeter of the marquee.

**H113.4 Height limitation.** Marquee signs shall not extend more than 6 feet (1829 mm) above, nor 1 foot (305 mm) below such marquee, but under no circumstances shall the sign or signs have a vertical dimension greater than 8 feet (2438 mm).

**SECTION H114  
PORTABLE SIGNS**

**H114.1 General.** Portable signs shall conform to requirements for ground, roof, projecting, flat and temporary signs where such signs are used in a similar capacity. The requirements of this section shall not be construed to require portable signs to have connections to surfaces, tie-downs or foundations where provisions are made by temporary means or configuration of the structure to provide stability for the expected duration of the installation.

**TABLE 4-A  
SIZE, THICKNESS AND TYPE OF GLASS PANELS IN SIGNS**

MAXIMUM SIZE OF EXPOSED PANEL		MINIMUM THICKNESS OF GLASS (inches)	TYPE OF GLASS
Any dimension (inches)	Area (square inches)		
30	500	1/8	Plain, plate or wired
45	700	3/16	Plain, plate or wired
144	3,600	1/4	Plain, plate or wired
> 144	> 3,600	1/4	Wired glass

For SI: 1 inch = 25.4 mm, 1 square inch = 645.16 mm<sup>2</sup>.

**TABLE 4-B  
THICKNESS OF PROJECTION SIGN**

PROJECTION (feet)	MAXIMUM THICKNESS (feet)
5	2
4	2.5
3	3
2	3.5
1	4

For SI: 1 foot = 304.8 mm.

**SECTION H115  
REFERENCED STANDARDS**

ASTM D 635—06	Test Method for Rate of Burning and/or Extent and Time of Burning of Self-Supporting Plastics in a Horizontal Position	H107.1.1
NFPA 70—11	National Electrical Code	H106.1, H106.2
NFPA 701—10	Methods of Fire Test for Flame Propagation of Textiles and Films	H106.1.1

## CITY OF OWOSSO

### Sec. 38-379. - Accessory buildings.

Accessory buildings, except as otherwise permitted in this chapter, shall be subject to the following regulations:

- (1) Where the accessory building is structurally attached to a main building, it shall be subject to, and must conform to, all regulations of this chapter applicable to main building.
- (2) Accessory buildings shall not be located in any required yard, except a rear yard.
- (3) An accessory building shall not occupy more than twenty-five (25) percent of a required rear yard, plus forty (40) percent of any nonrequired rear yard, provided that in no instance shall the accessory building(s) exceed the ground floor area of the main building.
- (4) No detached accessory building shall be located closer than ten (10) feet to any main building nor shall it be located closer than three (3) feet to any side or rear lot line.

In those instances where the rear lot line is coterminous with an alley right-of-way the accessory building shall not be closer than one (1) foot to such rear lot line. In no instance shall an accessory building be located within a dedicated easement right-of-way.

- (5) No detached accessory building in R-1, R-2, RT-1, RM-1, RM-2, OS-1, B-1 and P-1 districts shall exceed one (1) story or fourteen (14) feet in height.

Accessory buildings in all other districts may be constructed to equal the permitted maximum height of structures in said districts, subject to board of appeals review and approval if the building exceeds one (1) story or fourteen (14) feet in height.

- (6) When an accessory building is located on a corner lot, the side lot line of which is substantially a continuation of the front lot line of the lot to its rear, the building shall not project beyond the front yard setback required on the lot in rear of such corner lot. In no instance shall an accessory building be located nearer than nineteen (19) feet to a street right-of-way line.
- (7) On residential lots of less than seventeen thousand five hundred (17,500) square feet, only two (2) accessory buildings shall be permitted. On residential lots seventeen thousand five hundred (17,500) square feet or greater, only three (3) accessory buildings shall be permitted. These limits shall not apply to wind energy systems, satellite dishes, or dog pens.
- (8) ~~All recreational vehicles,~~ One(1) trailer, watercraft, or comparable device, with the exception of campers and RV Motorhomes applicable to Article II – Recreational Vehicles, may be seasonably parked in the driveway of an existing primary structure if such parking occurs on a portion of driveway constructed of asphalt, concrete, or cement which is located behind the required front yard setback (35 feet from the property line). Seasonal parking shall be permitted between May1 and September 30. All other times of the year, boats, snowmobiles, jet skis and comparable devices along with the trailers for these items stored on individual lots shall respect the requirements of this section applicable to accessory buildings, except that side yard storage is permitted against the wall of a principal structure when these items are beneath a legal conforming carport structure or are setback at least three (3) feet from the property line and eleven (11) feet from a principal building of an adjoining parcel. Storage in a driveway is permitted when the stored item can be placed entirely behind the front wall of the principal structure.