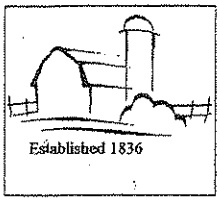
STAMP RECEIVED

Sign Permit Application



Charter Township of
Augusta
Michigan
8021 Talladay Road P.O. Box 100
Whittaker, MI 48190-0100
Office: (734) 461-6117 Web: augustatownship.org

STAMP PAID

TOWNSHIP FILE	RELATED FILES
SN - _____ - _____	_____ - _____ - _____
_____ - _____ - _____	_____ - _____ - _____

PAYMENT INFORMATION

FEE: $65.00 Total Amount Paid: $_____

Paid via ☐ Cash ☐ Check # _____

Rec'd. By _____ Receipt # _____

G/L # _____ - _____ - _____ - _____

GENERAL INFORMATION

Name(s) of Legal Property Owner(s) _____

Street Address (Street # & Name or P.O. Box) _____

City _____ State _____ Zip _____ Email _____

Phone _____ Fax _____ Cell _____

Name of Petitioner (if Different from Owner) _____

Company _____ Interest in Property _____

Street Address (Street # & Name or P.O. Box) _____

City _____ State _____ Zip _____ Email _____

Phone _____ Fax _____ Cell _____

SIGN INFORMATION

Address of Property: _____

Tax I.D. Number(s): _____

Zoning of Property: _____ ☐ Sign is Permitted in Zoning District (Sec. 8.6 or 8.7)

Sign Type: ☐ Free-Standing ☐ Wall-Mounted ☐ Modification to Existing Sign

Distance from Nearest Property Line: _____ Distance from Road Right-of-Way: _____

Height: _____ Area: _____ Materials: _____

Foundation: _____ Method of Lighting: _____

☐ All submittal requirements of Section 8.10(B) (excerpt attached) have been provided herewith

AFFIDAVIT

By submitting this application, authority is given to Township representatives to physically view and inspect the property.

The undersigned says that (s)he is the Petitioner involved in this Application, and that the foregoing answers and statements herein contained, and the information herewith submitted are, in all respects, true and correct to the best of his/her knowledge and belief.

Petitioner Signature _____ Date _____

If the Petitioner and Property Owner are *NOT* the same individual, the Property Owner, by signing below, says that they have given the Petitioner permission to submit this Application, and accepts that all obligations assumed by the Petitioner in the course of pursuing this Application will become those of the Property Owner should the Petitioner fail to satisfy them.

Property Owner Signature _____ Date _____

SUBMISSION

Date Rec'd. _____ by _____

☐ Application Form completed and signed by the Petitioner and/or Property Owner.

☐ Four (4) copies of all plans and supplemental information provided.

PAYMENT

Fee: $65.00 Amount Paid: _____

Paid via: ☐ Cash ☐ Check # _____

Rec'd By _____ Receipt # _____

G/L # _____-_____-_____-_____

FILING

For all new applications, a Township file number must be assigned and a new file must be created.

☐ Township File No.: SN - _____ - _____

☐ Related Township Files cross-referenced

☐ Application tracking spreadsheet updated

☐ Original application and one copy of all materials retained for Township File

☐ Four copies of all materials delivered to Zoning Administrator`

ZONING ADMINISTRATOR ACTION

This application has been reviewed for compliance with the Township Zoning Ordinance and is hereby:

☐ Approved

☐ Denied

_____

_____

_____

_____ _____

Zoning Administrator Date

☐ Two copies returned to the applicant

☐ Copy of application forwarded to Assessor

NOTE:

This permit will be void if construction is not started within 180 days.

Where applicable, no construction shall commence until a building permit has been obtained from the Washtenaw County Building Department.

ARTICLE 8
SIGNAGE

8.1 Purpose. The purposes of this Article shall be to preserve the residential character and rural atmosphere of the community; to prevent the marring of the appearance of the Township by an excessive number of signs; to provide for the safety of drivers and pedestrians by controlling distractions and impairments to visibility; to render the area attractive to travelers; to protect residents from annoyances; and to protect the public health, safety, welfare, and property values by: establishing standards for the design, size and location of signs; establishing permit review and approval procedures for signs; regulating the construction and maintenance of signs; and providing for the removal of any unauthorized signs placed on public property. All signs within the Township shall conform to the provisions of this Article, and shall not, by reason of their size, location, construction, or manner of display, endanger life and limb, confuse or mislead traffic, obstruct vision necessary for vehicular and pedestrian traffic safety, or otherwise endanger public welfare.

8.2 Definitions. The following terms, phrases, words and their derivatives shall have the meaning given in Article 2 of this Ordinance, unless the context otherwise requires:

Animated Sign	Awning Sign	Balloon Sign
Banner Sign	Billboard	Canopy Sign
Changeable Copy Sign	Commercial Message	Construction Sign
Development Entranceway Sign	Flag	Flashing Sign
Freestanding or Ground Sign	Illuminated Sign	Incidental Sign
Integral Sign	Marquee	Marquee Sign
Monolith Sign	Neon Sign	Non-Conforming Sign
Obsolete Sign	Off-Premises Sign	Pennant Sign
Political Sign	Portable Sign	Principal Building
Projecting Sign	Real Estate Sign	Roof Sign
Sandwich Sign	Sign	Street Furniture Sign
Street Frontage	Suspended Sign	Temporary Sign
Wall Sign	Window Sign	

8.3 Signs Prohibited in All Districts. Unless otherwise permitted by this Ordinance, by variance or by legal non-conforming status as provided in this Ordinance, the following signs shall not be permitted:

A. Signs which imitate, or may be confused with or construed as, an official traffic sign, signal or device, or which contain the words "stop," "go," "yield," "slow," "caution," "danger," "warning," or similar words.

B. Signs which are located or placed on any property or building or illuminated in a manner that interferes with motorists' proper visibility of pedestrians, traffic or traffic signs, signals or devices.

C. Signs that are located in, project into, or overhang any public right-of-way or dedicated public easement, except as allowed by the Township, County, State or Federal government.

D. Any sign or sign structure which, in terms of applicable building or electrical codes, is structurally or electrically unsafe, or which blocks a fire escape or a door, window or other opening that could be used for fire escape.

E. All portable or non-structural signs except those used for Township-sponsored events when posted three (3) days or less or as allowed under other sections of this Ordinance. For purposes of this Ordinance, a sign shall be considered non-structural if it has no permanently mounted, self-supporting structure or is not an integral part of a building to which it is accessory.

F. Any sign which has any visible moving parts, visible revolving parts, visible mechanical movement of any description, or other apparent visible movement achieved by electrical, electronic, or mechanical means, including intermittent electrical pulsations, or by action of normal wind current, except for flags and time, temperature and stock market signs as provided in this Ordinance, but including animated signs.

G. Exterior banners, pennants, strings of flags, spinners and streamers. Temporary banners for Augusta Township-sponsored events are exempt from this requirement when posted forty-five (45) days or less.

H. String of lights used for commercial purposes, other than seasonal or holiday decorations.

I. Flashing signs with moving or blinking lights, or signs with exposed incandescent light bulbs.

J. A rotating search light or similar device which emits beams of light.

K. Signs which incorporate any open spark or flame unless specifically approved by the Building Department.

L. Roof signs or any sign which projects more than one foot above the roof line.

M. Pylon or pole-mounted signs. In instances where the applicant demonstrates to the satisfaction of the Planning Commission or Zoning Zoning Administrator, as applicable, that visibility would be seriously impacted by a ground or monument sign, a pylon sign may be permitted. Visibility is related only to ingress/egress of pedestrians and vehicles - not visibility of buildings or advertisements.

N. Any sign displayed on an automobile, truck, or other motorized vehicle, parked in view of a public road right-of-way or private road easement for greater than three (3) consecutive days.

O. Street furniture signs with the exception of signage on table umbrellas used for outdoor cafe-style dining.

P. Signs which are attached to utility poles, trees, fences, rocks or in an unauthorized manner to walls or other signs. This shall not include "no trespassing" signs, which shall be regulated as "incidental signs" pursuant to Section 8.4(H).

Q. Signs on public or private towers. Any type of signage including logos shall not be permitted on a public or private radio, television, cellular phone, or water towers with the exception of the name of the municipality.

R. Off-premises signs, or billboards, except way-finding and off-site real estate signs pursuant to Section 8.4.

S. Obsolete signs which advertise an activity, business product, or service no longer produced or conducted on the premises upon which the sign is located. Where the owner or lessor of the premises is seeking a new tenant, such signs may remain in place for not more than ninety (90) days from the date of vacancy.

T. Signs erected on either public or private property without the consent of the owner or occupant thereof.

U. Any sign unlawfully installed, erected, or maintained.

V. Signs advertising activities which are illegal under federal, state or Township laws or regulations.

8.4 Signs Allowed without a Permit. The following signs are allowed to be erected or maintained without a permit, provided they comply with the following regulations and all applicable ordinances, laws, and regulations, including the construction standards of this article.

A. Address Signs: A sign having an area of not more than two (2) square feet, to convey only the street number and address.

B. Business Affiliation Signs: Signs not exceeding a total of two (2) square feet per business indicating acceptance of credit cards or describing business affiliations and are attached to a permitted sign, exterior wall, building entrance or window.

C. Directional Signs: Signs located immediately adjacent to each exit, entrance or change in direction of vehicular or pedestrian travel that are installed to provide for the safe flow of persons and/or vehicles.

D. Flags: Insignia of any nation, state, government, community organization, corporation, college or university, respectfully displayed, provided that no more than five (5) flags representing the same entity exist on a property, and further that no flag be located in or fly over a public right-of-way.

E. Garage Sale Signs: Signs for garage sales, yard sales, basement sales, rummage sales, moving sales, estate sales or other similar sales, when conducted at a residence: may be erected on private property only; are limited to two (2) signs per sale location; may not exceed six (6) square feet or four (4) feet in height per sign; may not be erected for more than six (6) days in any calendar year per sale location; and may not occupy a public right-of-way.

F. Gas Station Pump Island Signs: Signs located immediately adjacent to gas pumps which provide identification to "self-serve" and "full-serve" operations, provided that there are no more than two (2) such signs per pump island and that such signs do not exceed four (4) square feet in area.

G. Historical Marker: Plaques or signs describing state or national designation as an historic site or structure and/or containing narrative, not exceeding twelve (12) square feet in area.

H. Incidental Signs: Signs bearing non-commercial messages that have a purpose secondary to the use of the lot on which they are located, such as those designating the location of public telephones, restrooms, restrictions on smoking and restrictions on building entrances, provided that no such signs exceed two (2) square feet in area.

I. Integral Signs: Signs that display the name of the building, date of erection, or take the form of a monumental citation or commemorative tablet, when carved into stone, concrete or similar material or made of bronze, aluminum or other non combustible material and made an integral part of the structure and not exceeding six (6) square feet in area.

J. Miscellaneous Signs: On vending machines, gas pumps, and ice containers indicating the contents or announcing on-premise sales, provided that the sign on each device does not exceed two (2) square feet in area.

K. Model Signs: Temporary signs directing the public to a model home or unit, which do not exceed six (6) square feet in area.

L. Open House Signs: Portable real estate "open house" signs with an area not greater than six (6) square feet and a maximum height of five (5) feet, provided only one such sign may be located on the premises being sold. Such signs may not be erected for more than eight (8) consecutive days and may not occupy a public right-of-way.

M. Owner/Tenant Signs: Address or occupant name and other signs of up to two (2) square feet in area mounted on the wall of a commercial building.

N. Parking Lot Signs: Signs indicating restrictions on parking, when placed within a permitted parking lot, which do not exceed six (6) feet in height and four (4) square feet in area.

O. Public Signs: Signs posted by duly constituted public authorities in the performance of their public duties.

P. Public Notice Signs: Temporary signs announcing any public, charitable, educational, religious or other non-commercial event or function, limited to one (1) sign located entirely upon the property on which such event or function is held, set back no less than fifteen (15) feet from the property line, and having a maximum sign area of thirty-two (32) square feet. If building-mounted, such signs shall be flat wall signs and shall not project above the roof line. If free-standing, the height of any such sign shall be no more than six (6) feet above normal grade. Such signs shall be allowed no more than thirty (30) days prior to the event or function and must be removed within seven (7) days after the event or function. Such signs may be illuminated in accordance with the restrictions set forth in Section 8.9 hereof.

Q. Real Estate Signs: Portable real estate signs of six (6) square feet or less and a maximum height of four (4) feet, limited to one (1) per road frontage, and advertising the sale, lease or rental of the premises on which erected. Such signs may not occupy a public right-of-way.

R. Real Estate Signs, Off-Site: Portable real estate signs of six (6) square feet or less and a maximum height of four (4) feet and advertising the sale, lease or rental of a property or building other than the premises on which it is erected. No more than two (2) such signs advertising the same property or building shall be located within the Township. Such signs may not occupy a public right-of-way.

S. Regulatory, Directional and Street Signs: Erected by a public agency in compliance with Michigan Manual of Uniform Traffic Control Devices Manual. Tourist Oriented Directional Signs, or "TODS," shall be included

under this provision. Regulatory, directional and street signs may be located within the road right-of-way.

T. Rental Office Directional Signs: Up to two (2) signs identifying or directing motorists to a rental or management office in a multiple family development, provided that such signs are a maximum of four (4) feet in height, are setback a minimum of fifteen (15) feet from any property line or public right-of-way, and do not exceed three (3) square feet in area.

U. Political Signs: Signs for the purposes of general expression (limited to one per residence) and temporary political signs advocating or opposing candidates for public office or a position on an issue to be decided at an election. Such signs shall not exceed ten (10) square feet in area and four (4) feet in height. Temporary political signs shall be removed within 10 days after the election.

V. Vehicle Signage: Signs located on motor vehicles or trailers bearing current license plates which are traveling or lawfully parked upon public highways, or parked upon any premises where the sign is not visible from the street.

W. Warning Signs: Signs such as no trespassing or warning of electrical currents or animals, provided that such signs do not exceed six (6) square feet.

X. Way-Finding Signs: Temporary, off-premise way-finding signs may be permitted that direct travelers to a public or quasi-public seasonal or special event. Temporary, off-premise way-finding signs are to be used for directional purposes only and shall be limited to four (4) per event; may be erected on private property only; may not exceed six (6) square feet or four (4) feet in height per sign; and may not be erected for more than twelve (12) days in any calendar year per event; and may not occupy a public right-of-way.

8.5 Schedule of Sign Regulations. The schedule provided below summarizes the quantity, maximum area, maximum height, and minimum setback from existing road rights-of-way permitted for signage requiring a permit under this Section. Detailed requirements for the signs listed below are provided under sub-sections 8.6 and 8.7. Wherever conflict exists between the following schedule and the standards of those sub-sections, those sub-sections shall prevail.

Sign	Number	Max. Area	Max. Height	Min. Setback
Signs in Residential Districts (Section 8.6)				
Agricultural Product Signs	1	16 s.f.	4 ft.	15 ft.
Farm or Estate Signs	1	9 s.f.	6 ft.	15 ft.
Home Occupation Signs	1	2 s.f.	4 ft.[1]	15 ft.
Non-Profit Organization Signs	1	32 s.f.	6 ft.	15 ft.
Residential Development Entranceway Signs	1/entrance	20 s.f.	6 ft.	15 ft.
Temporary Construction Signs	1/frontage	32 s.f.	6 ft.	15 ft.
Signs in Non-Residential Districts (Section 8.7)				
Awning and Canopy Signs	N/A	25% of surface[2]	N/A	Per district
Free-Standing Signs	1/frontage	½ s.f. per foot of frontage[3]	6 ft.	15 ft.
Gasoline Price Signs	1	20 s.f.	6 ft.	15 ft.
Marquee Signs	1/frontage	1½ s.f. per foot of building frontage	Per district	Per district
Menu Board Signs	2	16 s.f.	6 ft.	15 ft.
Office or Industrial Development Entranceway Signs	1/entrance	36 s.f.	6 ft.	15 ft.
Temporary Construction Signs	1/frontage	32 s.f.	6 ft.	15 ft.
Time/Temperature/Stock Market Signs	1/frontage	N/A[4]	6 ft.[1]	15 ft.[1]
Wall Signs	1/frontage[5]	1 s.f. per foot of building frontage[6]	See below	N/A
Window Signs	N/A	25% of window area	N/A	N/A

1 If sign is free-standing.

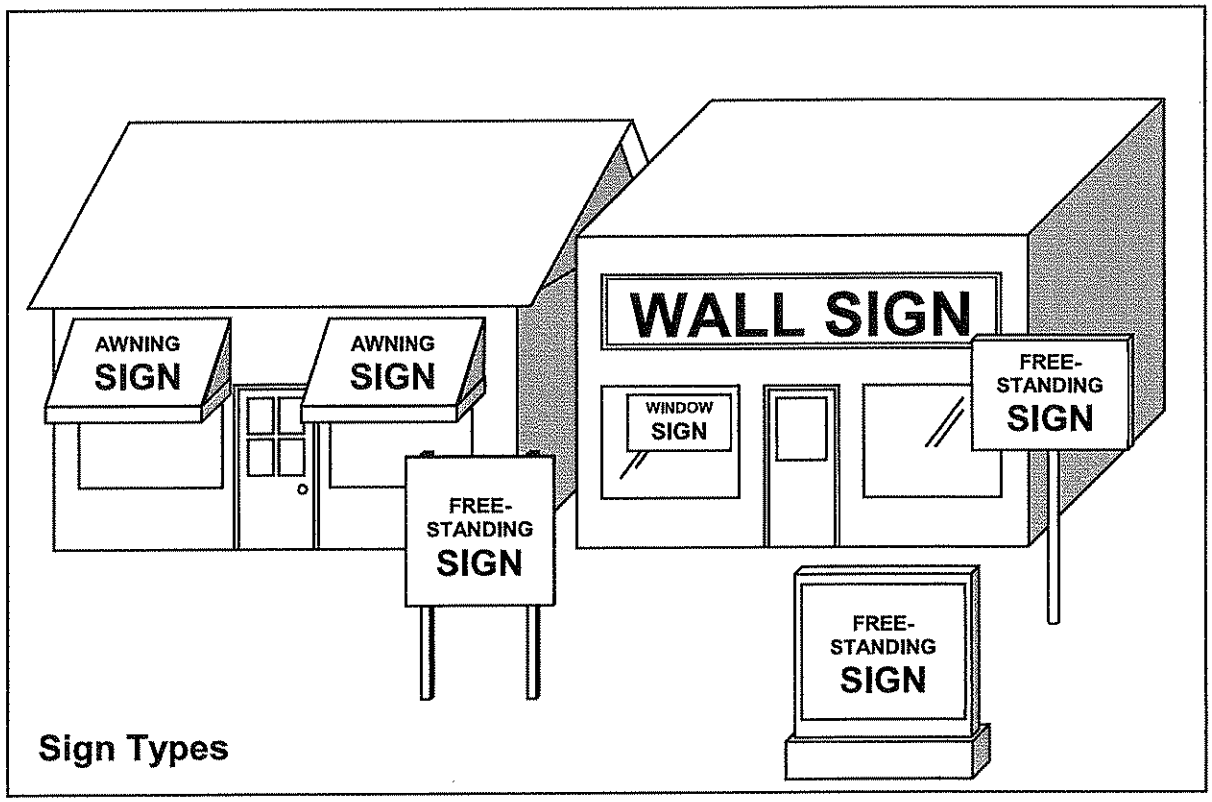
2 Such signs shall be counted in determining compliance with maximum permitted area of wall signage.

3 Not to exceed 32 s.f., unless premises contains multiple tenants, in which case 4 s.f. may be added per additional tenant, up to a maximum of 64 s.f.

4 Such signs shall not be counted in determining compliance with wall or free-standing sign area requirements.

5 Or one per tenant having individual public access.

6 Not to exceed 60 s.f., unless such signs are set back at least 150 ft., in which case such signs shall not exceed 200 s.f.



Sign Types

8.6 Signs in Residential Districts. The following signs shall be allowed in the C, AG, AR, RR, SR-1, SR-2, SR-3, VR, MHP, and VMU zoning districts, subject to permit approval in accordance with Section 8.10 and the following standards. Such signs shall only pertain to permitted or special land uses, and shall be located upon the same property to which the sign relates, unless otherwise provided herein.

A. Agricultural Product Signs: In the C, AG, AR, and RR districts, one sign advertising agricultural and/or horticultural products grown on the premises shall be permitted in conjunction with a temporary roadside stand. The sign shall not exceed sixteen (16) square feet in area, four (4) feet in height nor be located closer than fifteen (15) feet to any property line. The sign shall be erected not more than two weeks prior to opening of sales and removed within on (1) week of the end of sales.

B. Farm or Estate Signs: Signs in the C, AG, AR, and RR districts displaying the name of one permitted business, farm or estate, not to exceed nine (9) square feet in area and six (6) feet in height. One (1) such sign shall be permitted per farm or estate, in addition to the home occupation sign permitted under item 3, below. Such a sign may be indirectly illuminated, provided that all lighting equipment for these signs shall be designed to illuminate the sign only and shall not interfere with driver visibility or cause glare on adjoining properties.

C. Home Occupation Signs: Either one (1) wall or one (1) freestanding sign per parcel containing a permitted home occupation, with a minimum setback from the street right-of-way of fifteen (15) feet, and not exceeding two (2) square feet in area and four (4) feet in height. Such signs may not be illuminated, and must be consistent with the residential character of the neighborhood in which they are to be located.

D. Non-Profit Organization Signs: Permanent, free-standing signs identifying churches, schools, museums, libraries or other non-profit institutions, at a rate of one (1) sign per parcel, with a minimum setback from the street right-of-way of fifteen (15) feet, which does not exceed thirty-two (32) square feet in area and six (6) feet in height.

E. Residential Development Entranceway Signs: Permanent freestanding signs or signs affixed to decorative walls or fences identifying the entrances of residential developments such as subdivisions, apartment complexes, condominium communities, senior housing complexes, mobile home parks and similar uses, at a rate of one (1) per entranceway, not to exceed a total of two (2), with a minimum setback from the street right-of-way of fifteen (15) feet, and not exceeding twenty (20) square feet in area and six (6) feet in height. Where such sign is placed upon a decorative wall or fence, the area of the sign shall be computed by measuring the area of the envelope required to enclose the lettering, graphics and border, if any, not the entire decorative wall or fence. Such decorative walls and fences shall be governed as provided under Section 5.8.

F. Temporary Construction Signs: Temporary signs which advertise the construction of new residential subdivisions or similar permitted development, not to exceed thirty-two (32) square feet in area and six (6) feet in height. Such signs shall be removed immediately after the last available lot, homesite or parcel is sold.

8.7 Signs in Non-Residential Districts. The following signs shall be allowed in the VMU, LC, GC, O, LI, and GI zoning districts, subject to permit approval in accordance with Section 8.10 and the following standards. Such signs shall only pertain to permitted or special land uses, and shall be located upon the same property to which the sign relates, unless otherwise provided herein.

A. Signs for Residential District Uses in a Nonresidential District: Signs for non-conforming residential district uses in a nonresidential district shall be governed by the sign regulations for residential district uses.

B. Signs for Non-conforming Non-Residential Uses. Signs for non-conforming nonresidential uses in an office, commercial or industrial district (for example, a non-conforming commercial use in an industrial district) shall be governed by the sign regulations which are appropriate for the type of use, as specified in this Section.

C. Awning and Canopy Signs: Permanent signs on awnings and canopies shall be permitted, subject to the following standards:

1. *Coverage.* The total area of the lettering and logo shall not exceed twenty-five (25) percent of the total area of the awning or canopy that is visible from the street.

2. *Compliance with Size Requirements for Wall Signs.* The area of signs on awnings or canopies shall be counted in determining compliance with the standards for total area of wall signs permitted on the parcel.

3. *Projection.* Limitations imposed by this Ordinance concerning projection of signs from the face of a wall or building shall not apply to awning and canopy signs, provided that such signs shall comply with the setback requirements for the district in which they are located.

D. Free-Standing Signs: Freestanding signs shall be permitted, subject to the following regulations:

1. *Number.* One (1) permanent freestanding sign shall be permitted per street or highway frontage on each parcel. In multi-tenant buildings or shopping centers the sign area may be used to identify the name of the shopping center or multi-tenant building.

2. *Size.* The total area of the freestanding sign shall not exceed one-half (½) of a square foot per lineal foot of lot frontage, but in no case shall the freestanding sign exceed thirty-two (32) square feet in area. Premises having multiple tenants may add an additional four (4) square feet to the permitted sign area for each tenant beyond the first one, but not to exceed a total of sixty-four (64) square feet.

3. *Height.* The height of a freestanding sign shall not exceed six (6) feet.

4. *Setback from the Right-of-Way.* Freestanding signs may be located in the required front yard, provided that no portion of any such sign shall be located closer than fifteen (15) feet to the existing right-of-way line. If a parcel is served by a private road or service road, no portion of a freestanding sign shall be closer than fifteen (15) feet to the edge of the road or private road easement/right-of-way.

5. *Setback from Residential Districts.* Freestanding signs shall be located no closer than fifty (50) feet to any residential district.

E. Gasoline Price Signs: Gasoline price signs shall be permitted, subject to the following standards:

1. *Number.* One (1) gasoline price sign shall be permitted for each gas station.

2. *Size.* Gasoline price signs shall not exceed twenty (20) square feet in area. Gasoline price signs shall not be counted in determining compliance with the standards for total area of wall or freestanding signs permitted on the parcel.

3. *Height.* The height of a gasoline price sign shall not exceed six (6) feet.

4. *Setback.* Gasoline price signs shall comply with the setback and height requirements specified for freestanding signs in the district in which the signs are located.

F. Marquee Signs: Marquee signs shall be permitted for theaters located in commercial districts, subject to the following requirements:

1. *Number.* One (1) marquee shall be permitted per street frontage.

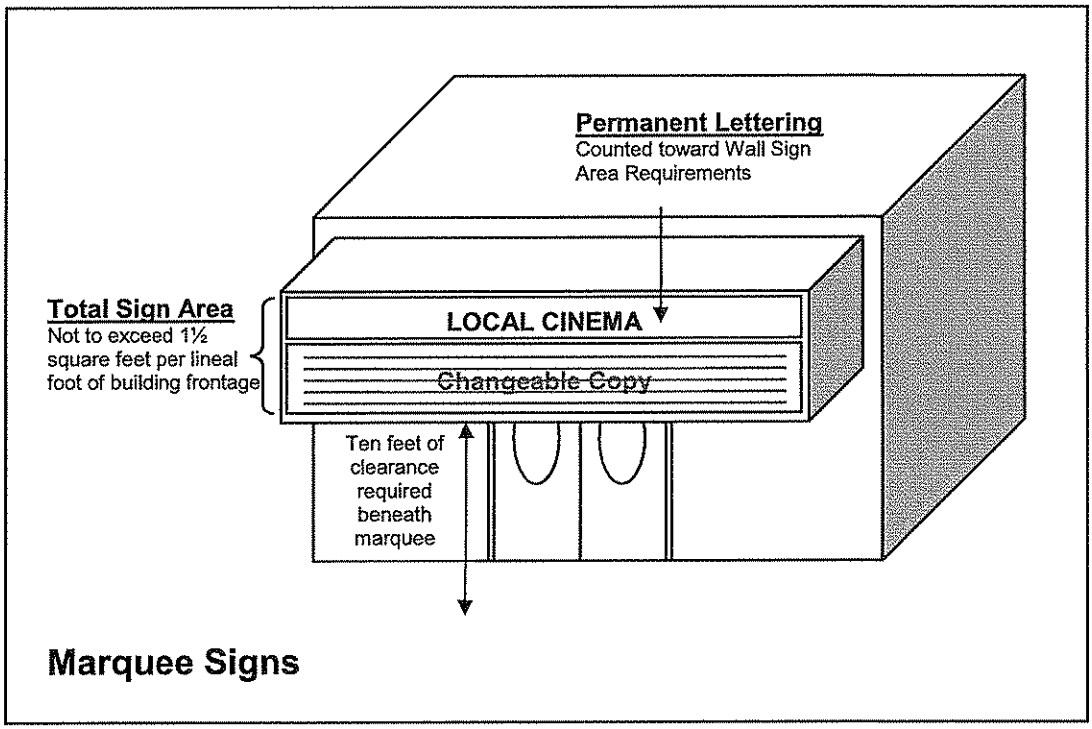
2. *Size.* The total size of a marquee sign shall not exceed one and one-half (1 1/2) square feet per lineal foot of building frontage.

3. *Compliance with Size Requirements for Wall Signs.* The area of permanent lettering on a marquee sign shall be counted in determining compliance with the standards for total area of wall signs permitted on the parcel.

4. *Construction.* Marquee signs shall consist of hard incombustible materials. The written message to be affixed flat to the vertical face of the marquee.

5. *Vertical Clearance.* A minimum vertical clearance of ten (10) feet shall be provided beneath any marquee.

6. *Projection.* Limitations imposed by this Ordinance concerning projection of signs from the face of a wall or building shall not apply to marquee signs, provided that marquee signs shall comply with the setback requirements for principal buildings for the district in which they are located.



Marquee Signs

G. Menu Board: Up to two (2) signs each no greater than sixteen (16) square feet in area and six (6) feet in height which display menu items and contain a communication system for placing food orders at an approved drive through restaurant, provided such sign(s) is not in the front yard.

H. Office or Industrial Development Entranceway Signs: Permanent freestanding signs or signs affixed to decorative walls or fences identifying the entrances of office, research or industrial developments, condominiums, or subdivisions composed of multiple businesses on individual lots or units and served by its own public or private road. Such signs shall be provided at a rate of one (1) per entranceway, not to exceed a total of two (2), with a minimum setback from the street right-of-way of fifteen (15) feet, and not exceeding thirty-six (36) square feet in area and six (6) feet in height. Where such a sign is placed upon a decorative wall or fence, the area of the sign shall be computed by measuring the area of the envelope required to enclose the lettering, graphics and border, if any, not the entire decorative wall or fence. Such decorative walls and fences shall be governed as provided under Section 5.8.

I. Temporary Construction Signs: Temporary signs which advertise the construction of new non-residential development, not to exceed thirty-two (32) square feet in area and six (6) feet in height. Such signs shall be removed immediately after the last available lot, unit or parcel is sold or leased.

J. Time/Temperature/Stock Market Signs: Time, temperature, and stock market signs shall be permitted, subject to the following conditions:

1. *Frequency of Message Change.* The message change shall not be more frequent than once every ten (10) seconds.

2. *Size.* The area of these types of signs shall not be included within the maximum sign area permitted on the site.

3. *Number.* One (1) such sign shall be permitted per street frontage.

K. Wall Signs: Wall signs shall be permitted, subject to the following standards:

1. *Number.* One (1) permanent wall sign shall be permitted per street or highway frontage on each parcel. In the case of a multi-tenant building or shopping center, one (1) wall sign shall be permitted for each tenant having an individual means of public access. Tenants who occupy a corner space in a multi-tenant structure shall be permitted to have one (1) sign on each side of the building. Where several tenants use a common entrance in a multi-tenant structure, only one (1) wall sign shall be permitted, but the total sign area should be allocated on an equal basis to all tenants.

2. *Size.* The total area of a wall sign shall not exceed one (1) square foot per lineal foot of building frontage, but in no case shall the wall sign exceed sixty (60) square feet in area. Buildings which are setback more than one hundred fifty (150) feet back from the road right-of-way may be allowed to have a maximum square footage, (based upon the preceding lineal foot formula) not to exceed two hundred (200) square feet.

3. *Location.* One wall sign may be located on each side of a building that faces a street or highway.

4. *Vertical Dimensions.* The maximum vertical dimension of any wall sign shall not exceed one fourth (1/4) of the building height.

5. *Horizontal Dimensions.* The maximum horizontal dimension of any wall-mounted sign shall not exceed one-half (1/2) of the width of the building.

6. *Height.* The top of a wall sign shall not be higher than whichever is lowest:

   a. The maximum building height specified for the district in which the sign is located.

b. The top of the sills at the first level on windows above the first story.

c. The height of the building facing the street on which the sign is located.

7. In addition to the wall signage described above, one (1) wall sign measuring no greater than fifteen (15) square feet in area shall be permitted at the rear of buildings which have a parking lot or alley located there. In the case of a multi-tenant building or shopping center, one (1) wall sign shall be permitted for each tenant having an individual means of public access facing the rear of the building.

L. Window Signs: Temporary and permanent window signs shall be permitted on the inside in commercial and office districts provided that the total combined area of such signs (including incidental signs) shall not exceed one-quarter (1/4) or twenty-five (25) percent of the total window area. Temporary window signs shall not be displayed longer than fourteen (14) days.

8.8 Billboards. Billboards, or off-premises signs, shall be prohibited in Augusta Charter Township, except as provided for off-site real estate and way-finding signage pursuant to Section 8.4.

8.9 Sign Design Standards

A. Construction Standards.

1. *General Requirements.* All signs shall be designed and constructed in a safe and stable manner in accordance with the Township's adopted building code and electrical code. All electrical wiring associated with a freestanding sign shall be installed underground.

2. *Architectural Compatibility.* Signs shall be designed and constructed to be consistent with the architectural design of the building they identify, as determined by the Zoning Administrator or Planning Commission.

3. *Building Code.* All signs shall be designed to comply with minimum wind pressure and other requirements set forth in the adopted Building Code.

4. *Framework.* All signs shall be designed so that the supporting framework, other than the supporting poles on a freestanding sign, is contained within or behind the face of the sign or within the building to which it is attached so as to be totally screened from view.

B. Illumination.

1. *General Requirements.* If illumination is proposed, signs shall be illuminated only by steady, stationary, shielded light sources directed solely at the sign, or internal to it. Indirect lighting of signage shall be encouraged over internal illumination.

2. *Non-Glare, Shielded Lighting.* Use of glaring undiffused lights or bulbs shall be prohibited. Lights shall be shielded so as not to project onto adjoining properties or thoroughfares, and shall not exceed fifteen (15) footcandles, measured perpendicular to the sign face, at a distance of four (4) feet.

3. *Traffic Hazards.* Sign illumination that could distract motorists or otherwise create a traffic hazard shall be prohibited.

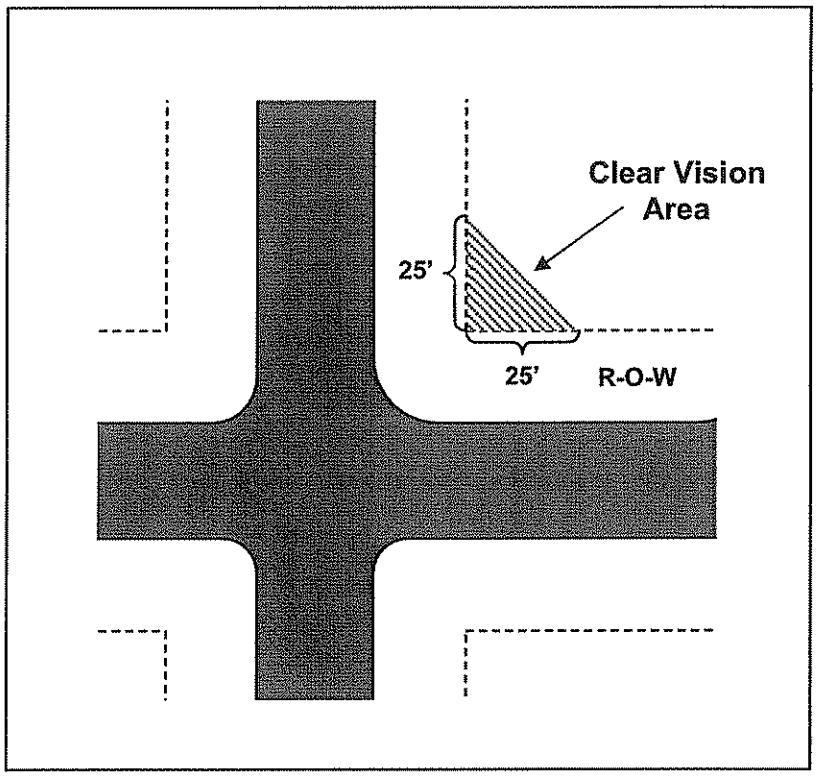
4. *Bare Bulb Illumination.* Illumination by bare bulbs or flames is prohibited.

C. Location.

1. *Within a Public Right-of-Way.* No sign shall be located within, project into or overhang a public right-of-way, except as permitted by the Washtenaw County Road Commission.

2. *Setback Requirements.* All signs shall comply with the setback requirements for this district they are located in, except as otherwise permitted herein, and provided that no freestanding sign is located closer than 15 feet from any lot line.

3. *Clear Vision Area for Motorists.* No sign shall be erected within the clear vision area at the intersection of any two streets or other public ways. The clear vision area is formed by two lines each twenty-five feet long measured along the right-of-way for both streets from the point of intersection and connected by a third line to form a triangle. Signage must also comply with the requirements of the Washtenaw County Road Commission.



D. Height. No freestanding sign shall be greater than six (6) feet in height, unless otherwise provided in this Section.

E. Measurement.

1. *Sign Area Measurement.* Sign area shall be computed as follows:

a. *General Requirements.* Where a sign consists of a generally flat surface or sign face on which lettering and other information is affixed, the sign area shall be computed by measuring the entire face of the sign including any framing or borders, but not including the base, pedestal, or other supports upon which the sign may be mounted.

b. *Individual Letters.* Where a sign consists of individual letters and/or logo affixed directly to a wall or building, the area of the sign shall be computed by measuring the area of the envelope required to enclose the lettering and/or logo.

c. *Free-Standing Signs.* The area of a double-faced freestanding sign shall be computed using only one (1) face of the sign provided that: 1) the outline and dimensions of both faces are identical, and 2) the faces are back-to-back

so that only one face is visible from any given direction. In the case of a multi-faced free-standing sign having more than two sides, or those having two sides not back-to-back as described above, the area of the sign shall be computed using the total of all faces of the sign.

d. *Cylindrical Sign.* The area of a cylindrical ground sign shall be computed by multiplying the circumference of the cylinder by its height.

2. *Height Measurement.* The height of a sign shall be measured along a straight vertical line from the average grade beneath the sign to the highest point of the sign or supporting structure.

3. *Setback and Distance Measurements.* The following guidelines shall be used to determine compliance with setback and distance measurements:

a. The distance between two signs shall be measured along a straight horizontal line that represents the shortest distance between the two signs.

b. The distance between a sign and a parking lot or building shall be measured along a straight horizontal line that represents the shortest distance between the outer edge of the parking lot or building.

c. The distance between a sign and a building or property line shall be measured along a straight horizontal line that represents the shortest distance between the sign and the building.

8.10 Sign Permit Review Process

A. Permit Required. It shall be unlawful for any person to erect, alter, relocate, or structurally change a sign or other advertising structure, unless specifically exempted under Section 8.4, without first obtaining a permit in accordance with the provisions set forth herein. A permit shall require payment of a fee, which shall be established by resolution of the Township Board.

B. Permit Application Contents. Application for a sign permit shall be made upon forms provided by the Zoning Administrator, or his or her designee. The following information shall be required:

1. Name, address and telephone number of the applicant, as well as that of the property owner, if the applicant is not the property owner.

2. A sketch plan indicating the following:

   a. Current zoning classification;

   b. Location of the building, structure, or lot on which the sign is to be attached or erected;

   c. Position of the sign in relation to nearby buildings, structures, and property lines.

3. A scale drawing of each sign, indicating the size, shape, message, lettering style, color and materials of the finished sign. All required copies must also be in color.

4. Plans, specifications and method of construction and attachment to the building or the ground;

5. Building elevation sketches showing the position and size of each sign on the building and the location and size of any existing sign(s) on the same structure.

6. Copies of stress sheets and calculations, if deemed necessary by the Zoning Administrator, or his or her designee, showing the structure as designed for dead load and wind pressure.

7. Information concerning required electrical connections.

8. If the sign will be illuminated, plans shall include all details regarding the location, type of fixture, and color of the illumination, as well as the method of shielding.

9. Written consent of the owner or lessee of the premises upon which the sign is to be erected.

10. Other information deemed necessary by the Zoning Administrator (or designee) or Planning Commission, on a case by case basis, to establish compliance with applicable laws and regulations.

C. Review by Zoning Administrator. Upon receipt of a completed sign permit application, the Zoning Administrator (or designee) shall review the sign permit application, and take one of the following actions:

   1. *Approval.* Upon finding that the proposed signage conforms to all applicable standards found in this section and elsewhere in the Zoning Ordinance, they shall approve the sign permit application, with or without conditions, and issue the sign permit. Should the approval be conditional, said conditions shall be satisfied within the

time set by the Zoning Administrator, or his or her designee, or the permit will be considered to be denied.

2. *Postpone.* Upon finding that the proposed signage does not conform to all applicable standards found in this section and elsewhere in the Zoning Ordinance, but could if revised or supplemented, the Zoning Administrator, or his or her designee, may postpone action on the sign permit application, until a revised application is submitted. If the Zoning Administrator, or his or her designee, chooses to postpone action on the sign permit application, the deficiencies of the application shall be explained to the proprietor in writing.

3. *Denial.* Upon finding that the proposed signage does not conform to all applicable standards found in this section and elsewhere in the Zoning Ordinance, the Zoning Administrator, or his or her designee, may deny the sign permit application. Should the sign permit application be denied, the reason(s) for rejection of the application shall be explained to the proprietor in writing.

D. Review by Planning Commission Concurrent with Site Plan. Sign permit applications submitted in conjunction with proposed site improvements that require site plan review and approval may be reviewed by the Planning Commission concurrent with site plan review. If approval of a proposed sign is desired by the applicant at the time of site plan review, the sign must be shown on the site plan, including all information required for a sign permit application listed above under sub-section B. The applicant shall have the option of submitting sign permit applications to the Zoning Administrator, or his or her designee, separate from site plan review, as provided above under item 3, above.

8.11 Inspection and Maintenance. In accordance with Section 14.2 of this Ordinance, the Zoning Administrator (or designee) shall be charged with the administration and enforcement of the provisions of this Section.

A. Inspection of New Signs. All signs for which a permit has been issued shall be inspected by the Zoning Administrator, or his or her designee, when erected. Approval shall be granted only if the sign has been constructed in compliance with the approved plans and applicable Zoning Ordinance and Building Code standards. Failure to receive the Zoning Administrator's approval for a completed sign shall constitute a determination that the sign is in violation of this Ordinance, in which case the owner and/or erector of such sign may be subject to legal action.

In cases where fastenings or anchorages are to be eventually bricked in or otherwise enclosed, the sign erector shall advise the Zoning Administrator,

or his or her designee, when such fastenings are to be installed so that inspection may be completed before enclosure.

B. Sign Maintenance. All signs shall be maintained in a condition similar to that which existed at the time of their erection. At minimum, all signs and all awnings with sign components shall be kept clean, free of missing or loose parts, free of blistering or peeling paint, and without missing or obsolete sign panels.

C. Correction of Defects. If a sign falls out of compliance with the provisions of this Section, it shall be the responsibility of the sign owner to bring the sign back into compliance or remove the sign entirely.

8.12 Non-Conforming Signs. No non-conforming signs shall be altered or reconstructed, unless the alteration or reconstruction is in compliance with this ordinance, except that non-conforming signs shall comply with the following regulations:

A. Repairs and Maintenance. Normal maintenance shall be permitted, provided that any non-conforming sign that is destroyed by any means to an extent greater than fifty (50) percent of the sign's pre-catastrophe fair market value, exclusive of the foundation, shall not be reconstructed. Normal maintenance shall include painting of chipped or faded signs; replacement of faded or damaged surface panels, name changes, repair or replacement of electrical wiring or electrical devices.

B. Change of Copy. A non-conforming sign may undergo a "change of copy" or the replacement of names, logos, symbols, numbers or other graphic items of information as long as the structural characteristics, including size, shape, and frame, are not modified.

C. Non-conforming Changeable Copy Signs. The message on a non-conforming changeable copy sign or non-conforming bulletin board sign may be changed provided that the change does not create any greater nonconformity.

D. Substitution. No non-conforming sign shall be replaced with another non-conforming sign.

E. Modifications to the Principal Building. Whenever the principal building on a site on which a non-conforming sign is located is modified to the extent that site plan review and approval is required, the non-conforming sign shall be removed. However, a change of use or occupant, when not accompanied by a change in the principal building, shall not necessitate the removal of non-conforming signs.

8.13 Removal of Prohibited Signs in Public Places. The Augusta Township Zoning Administrator, or his or her designee, shall have the authority to remove any sign determined to be in violation of the preceding section that is located upon public property. Notification of the sign owner shall not be required. Such signs shall be held at the Township offices for five (5) days upon removal. A ten dollar ($10.00) service fee shall be required prior to the release of any sign removed by the Township.

8.14 Placement of Signage within Public Rights-of-Way. The placement of signage within public road rights-of-way shall be regulated by the Washtenaw County Road Commission. No sign shall be installed within such rights-of-way except in accordance with Washtenaw County Road Commission regulations.

8.15 Appeals. Any party who has been refused a sign permit for a proposed sign may file an appeal with the Zoning Board of Appeals, in accordance with Article 15 of this Ordinance.