



**CITY of NOVI CITY COUNCIL**

**Agenda Item E  
November 10, 2008**

**SUBJECT Approval of Resolution regarding Temporary Holiday Promotional Signage allowing temporary relief from Sign Ordinance from November 27 through December 28, 2008.**

**SUBMITTING DEPARTMENT:** Neighborhood and Business Relations Group *W*

**CITY MANAGER APPROVAL:** *PWA  
for CP*

**BACKGROUND INFORMATION:**

Since November 2004, City Council has requested special city-wide business holiday signage allowance on private property during the Holiday Season. The 2008 Resolution follows the same format and provisions of guidelines (size and placement provisions, etc.) implemented since December 2004 during the holidays' shopping season. In addition, the sign should incorporate a "bell" theme to coincide with the City's holiday event, "Ringling In The Holidays".

**RECOMMENDED ACTION: Approval of Resolution regarding Temporary Holiday Promotional Signage allowing temporary relief from Sign Ordinance from November 27 through December 28, 2008.**

	1	2	Y	N
Mayor Landry				
Mayor Pro Tem Capello				
Council Member Crawford				
Council Member Gatt				

	1	2	Y	N
Council Member Margolis				
Council Member Mutch				
Council Member Staudt				

**CITY OF NOVI**

**COUNTY OF OAKLAND, MICHIGAN**

**RESOLUTION REGARDING**  
**TEMPORARY HOLIDAY PROMOTIONAL SIGNAGE**

Minutes of a \_\_\_\_\_ Meeting of the City Council of the City  
of Novi, County of Oakland, Michigan, held In the City Hall In said City on November  
10, 2008, at \_\_\_\_\_ o'clock P.M. Prevailing Eastern Time.

PRESENT:

Councilmembers \_\_\_\_\_  
\_\_\_\_\_

ABSENT:

Councilmembers \_\_\_\_\_  
\_\_\_\_\_

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

WHEREAS, the City Council on September 11, 2006, adopted substantial  
revisions to the City's Sign Ordinance, Chapter 28 of the City of Novi Code of  
Ordinances; and

WHEREAS, among the changes was the creation of a category of signage  
identified as "Temporary Promotional Sign," which authorizes the placement of a sign  
that is "specifically authorized by resolution of the City Council in connection with an  
event or promotion and that is subject to any limitations as to size, duration and purpose  
as are established in such resolution"; and

WHEREAS, the City has historically sponsored a City-wide holiday event known as "Ringling in the Holidays"; and

WHEREAS, the City Council has in the past authorized the temporary placement of signs by businesses in connection with the event, with excellent success; and

WHEREAS, the City Council believes that it is appropriate to do so again in order to assist local businesses during the holiday season in light of the current state and local economies;

NOW, THEREFORE, BE IT RESOLVED, that:

1. Only one additional sign per business registered with the City as required under Chapter 8 of the City Code is authorized, and such sign shall be in the nature of a business sign, as defined in Section 28-1 of the City Code, which means it must direct attention to a business or profession conducted, or to a product, service, or activity sold or offered upon, the premises where such sign is located, and may only reference the name of the business at the premises, and the profession conducted thereon, or the product, service, or activity sold at the premises.
2. The sign must be a ground pole or portable sign, as defined in Section 28-1 of the City Code, meaning a freestanding sign not permanently anchored or secured to either a building or the ground. ***In addition, the sign must incorporate a "bell" theme to coincide with the City's holiday event, "Ringling in the Holidays."***
3. The sign shall not exceed six (6) square feet in area and shall not be in excess of five (5) feet in height.
4. The sign shall not be placed on public property or in the public road right-of-way or any roadway easement.
5. The sign shall be permitted from Thursday, November 27, 2008, through Sunday, December 28, 2008. The sign shall be removed immediately upon the expiration of this approval.
6. As an event authorized specifically by the City Council, the City Council retains the right to alter or amend its authorization and to cancel, rescind, or revoke the same, with or without notice, and any individual or entity who undertakes to participate in or take any action under this authorization acknowledges that this authorization creates no rights inconsistent with the

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

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

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

MARYANNE CORNELIUS, CITY CLERK

#### **CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held \_\_\_\_\_ day of November, 2008, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

MARYANNE CORNELIUS, CITY CLERK

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

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

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

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

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

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

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

Names and phone numbers of persons erecting and removing sign:

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Requirements:

1. The sign shall be in the nature of a business sign, as defined in Section 28-1 of the City Code. which means it must direct attention to a business or profession conducted or to a product, service, or activity sold or offered upon, the premises where such sign is located, and may only reference the name of the business at the premises, and the profession conducted thereon, or the product, service, or activity sold at the premises.
2. The sign must be a ground pole or portable sign as defined in Section 28-1 of the City Code.
3. The sign shall not exceed six (6) square feet in area and shall not be in excess of five (5) feet in height.
4. The sign shall not be placed on public property or in the public road right-of-way or any roadway easement.
5. This *one* time only permit is valid only between November 27, 2008 - December 28, 2008. The permitted sign must be removed by the applicant within twenty four (24) hours of the end of the Event. The Event ends 12 PM December 27, 2008, therefore, any sign must be removed by 12 PM December 28, 2008.
6. Applicant hereby authorizes the City of Novi to enter upon the property, or any adjacent property necessary to access the sign, to remove the sign if it is not removed by the applicant within the time specified above or does not comply with requirements 1-4, and hereby releases and waives any claims of liability on the part of the City for any damage done to the property or sign, and to indemnify and hold harmless the City from any claims as a result of the City's actions, including damage done to the property or adjacent property as a result of the removal.
7. As an event authorized specifically by the City Council, the City Council retains the right to alter or amend its authorization and to cancel, rescind, or revoke the same, with

or without notice, and any individual or entity who undertakes to participate in or take any action under this authorization acknowledges that this authorization created no rights inconsistent with the reservation of all such rights to the City and bears all risk of such cancellation, rescission, or revocation, including the loss of any benefit of the additional sign and/or the cost of the sign.

8. I agree to comply completely with the aforementioned requirements.

In Addition:

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

Name of person authorized to sign

Company name (if applicable)