



**CITY OF NOVI CITY COUNCIL
JUNE 1, 2020**

SUBJECT: Approval of a resolution regarding temporary promotional signage allowing temporary relief from Sign Ordinance from June 1, 2020 through August 31, 2020.

SUBMITTING DEPARTMENT: Community Relations

BACKGROUND INFORMATION: The current resolution regarding temporary promotional signage allowing relief from the City's sign ordinance is set to expire June 1, 2020. Approval of the attached resolution would extend the existing relief through August 31, 2020 and increase additional signage allowed by 100%. This resolution supports the City's ongoing efforts to assist the Novi business community during the COVID-19 pandemic. The provision allows the City Council to permit special City-wide business signage on private property relating to an identified event. The City has done so in the past, with no apparent issues. Should the Council decide that it is appropriate to do so, it is suggested with the following general parameters:

- This one time permit would be valid only from June 1, 2020 through August 31, 2020
- The size of each sign must be no larger than 48" X 60". This would satisfy the typical A-frame and real estate sign.

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

RECOMMENDED ACTION: Approval of a resolution regarding temporary promotional signage allowing temporary relief from Sign Ordinance from June 1, 2020 through August 31, 2020.

CITY OF NOVI

COUNTY OF OAKLAND, MICHIGAN

RESOLUTION REGARDING TEMPORARY HOLIDAY PROMOTIONAL SIGNAGE

Minutes of a regular Meeting of the City Council of the City of Novi,
County of Oakland, Michigan, held in the City Hall in said City on June 1,
2020, at seven o'clock P.M. Prevailing Eastern Time.

PRESENT:

Council Members: _____

ABSENT:

Council Members: _____

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

WHEREAS, the City's Sign Ordinance, Chapter 28 of the City of Novi Code
of Ordinances, Section 28-6(g) provides as follows with respect to temporary
signs:

In addition to any other temporary sign allowed in this section,
the city council may, by resolution, allow temporary signs in
connection with an event or promotion, and may as part of
the resolution impose such limitations as to size and
duration as it deems appropriate. Application for such
additional sign must be made to the city, on a form provided
by the city, which shall include an acknowledgment 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.

WHEREAS, the City has in prior years allowed such temporary promotional signs in connection with the City-wide holiday event known as “Light Up the Night”; and

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

WHEREAS, the City Council believes that, it would be appropriate to authorize such temporary signage to promote economic development during the COVID-19 outbreak; and

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Up to two additional signs per business are authorized.
2. The sign(s) must be a ground pole or portable sign, as defined in Section 28-1 of the City Code, meaning a freestanding sign not permanently anchored or secured to either a building or the ground.
3. Each sign shall not exceed 20 square feet (e.g., 48” X 60”) in area and shall not be in excess of six (6) feet in height.
4. Each sign shall not be placed on public property or in the public road right-of-way or any roadway easement.
5. The sign(s) shall be permitted from Monday, June 1, 2020, through Monday, August 31, 2020. The sign(s) 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.

CORTNEY HANSON, CITY CLERK

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 1st day of June 2020, 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.

CORTNEY HANSON, CITY CLERK



ORDINANCE DIVISION
NOVI COMMUNITY DEVELOPMENT
45175 TEN MILE ROAD
NOVI, MI 48375
(248) 347-0415
Fax (248) 735-5600

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

Name of business: _____

Address of business: _____

Business phone number: _____

Name of applicant: _____

Home address: _____

Home phone: _____

Names and phone numbers of persons erecting and removing sign _____

Requirements:

1. Up to two signs per business are authorized. The sign(s) 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.
2. Each sign shall not exceed 20 square feet (e.g., 48" X 60") in area and shall not be in excess of six (6) feet in height.
3. The sign(s) shall not be placed on public property or in the public road right-of-way or any roadway easement.
4. This one time only permit is valid only between Monday, June 1, 2020 and Monday, August 31, 2020. The permitted sign must be removed by the applicant by August 31, 2020.
5. **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.**
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 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.
7. I agree to comply completely with the aforementioned requirements.

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

**Ordinance Division
Community Development
45175 Ten Mile Road
Novi, MI 48375**

In Addition:

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

_____ Name of person authorized to sign

_____ Company name (if applicable)