

**VILLAGE OF EMPIRE
PLANNING COMMISSION REGULAR MEETING
TUESDAY, SEPTEMBER 5, 2023, AT 7 PM
EMPIRE TOWNSHIP HALL
10088 W. FRONT STREET**

CALL MEETING TO ORDER

ROLL CALL

APPROVAL OF MINUTES –Regular Meeting 06/06/2023

TREASURER'S REPORT

ADDITIONS OR CHANGES TO THE AGENDA

CONFLICT OF INTEREST

CORRESPONDENCE

PUBLIC COMMENT

ZONING ADMINISTRATOR'S REPORT

UNFINISHED BUSINESS

1. Sign Ordinance No. 142

NEW BUSINESS

1. Reschedule November Regular Meeting
2. Process of Updating the Recreation Plan
3. Planning for Master Plan Update
4. Redevelopment Ready Status Update

COMMITTEE REPORTS

PUBLIC COMMENT

PLANNING COMMISSION MEMBERS AND CHAIRPERSON COMMENTS

ADJOURNMENT

Persons with questions or individuals with disabilities requiring auxiliary aids or services to effectively participate in the meeting should contact the Village of Empire Office at (231) 326-5466, PO Box 253, Empire, MI 49630, or at deputyclerk@villageofempire.com.

**EMPIRE VILLAGE PLANNING COMMISSION
REGULAR MEETING MINUTES
TUESDAY, JUNE 6, 2023**

The Empire Village Planning Commission held a regular meeting on Tuesday, June 6, 2023, in the Empire Township Hall.

Schous opened the meeting at 7:00 PM.

ROLL CALL –Bacon, Chase, Collins, Deering, Ellibee, Schous, Stepanek present.

APPROVAL OF MINUTES – **Motion by Bacon, supported by Stepanek to approve May 2, 2023, regular meeting minutes as presented. AYES: 7, NO: 0. MOTION PASSED.**

ADDITIONS/CHANGES TO THE AGENDA – None.

CONFLICT OF INTEREST – None.

TREASURERS REPORT – Chase summarized the planning commission revenue and expenditure report month ending 05/31/2023.

ZONING ADMINISTRATORS REPORT – The May 2023 Zoning Administrator Report was received.

PUBLIC COMMENTS & CORRESPONDENCE – Correspondence was received from Terry Bacon on the draft Sign Ordinance. Mr. Bacon also provided comment on the sign ordinance, enforcement, and U.S. Supreme Court rulings.

UNFINISHED BUSINESS

Sign Ordinance No. 142

Schous asked if it would be worthwhile to go through a professional planner to update the Ordinance. Stepanek had forwarded 3 example ordinances to the planning commission for consideration. **Motion by Bacon, supported by Deering to reimburse Stepanek for the ChatGPT upgrade, if needed. AYES: 7, NO: 0. MOTION PASSED. Motion by Deering, supported by Chase to form a planning commission sub-committee composed of Chase, Stepanek and Ellibee to work on the Sign Ordinance. AYES: 7, NO: 0. MOTION PASSED.** Collins encouraged the sub-committee to bring forward any important changes from the old draft. It was noted that this ordinance will be incorporated back into the Zoning Ordinance once completed.

PUBLIC COMMENT – Terry Bacon stated that sign ordinance does its job by simply existing and dissuading violations. Strict enforcement should be saved for when substantial harm may occur. He believes that the sign ordinance should be written and enforced with common sense and in an even, fair manner.

PLANNING COMMISSISON MEMBERS AND CHAIRPERSON COMMENTS – Bacon shared that as the Street Administrator, she received may complaints about parking during the Asparagus Festival mass gathering event. Bacon reported that Village Council approved proposals for Grobbel Environmental and Gosling Czubak to work in conjunction to create a Stormwater/Sediment Control Plan for Wilco Road.

ADJOURNMENT – There being no further business, the meeting adjourned at 7:44 pm.

Alacia Acton, Recording Secretary

These draft minutes will be considered for approval at the September 5, 2023, Village of Empire Planning Commission meeting.

DRAFT

NOTICE OF AMENDMENT TO
THE TOWNSHIP MASTER PLAN
EMPIRE TOWNSHIP, LEELANAU COUNTY, MICHIGAN

July 13, 2023

Kasson Township Planning Commission
Glen Arbor Township Planning Commission
Village of Empire Planning Commission
Lake Township Planning Commission
Platte Township Planning Commission
Almira Township Planning Commission
Leelanau County Planning Commission
Leelanau County Road Commission
Glen Lake School District

In accordance with the requirements of the Michigan Planning Enabling Act (PA 33 of 2008, as amended), this letter serves as notice that Empire Township, Leelanau County, Michigan, is distributing a draft Master Plan for review and comment. If interested, the Township asks for your cooperation and assistance in this process.

The red line and final versions of the amended Master Plan can be found at <https://www.leelanau.gov/empiretwpord.asp>. A summary of changes is included in this mailing. We would appreciate your comments regarding the amendments to the Empire Township Master Plan and how you feel it may affect planning efforts in your community. There will be a public hearing regarding the Master Plan at the Empire Township Hall on Tuesday, September 19, 2023 at 7 pm.

Thank you, in advance, for your cooperation and assistance. Also, we would like to take this opportunity to ensure you of our cooperation in any planning efforts you may choose to undertake in the years to come.

Please direct any correspondence or questions to:

Empire Township Planning Commission
PO Box 234
Empire, MI 49630
Phone (231) 590-9788
dana_boomer@yahoo.com

Respectfully,

Dana Boomer
Recording Secretary, Empire Township Planning Commission

Empire Township Master Plan

Summary of Major Changes

5/16/2023

- Updated Generalized Land Use Map to utilize tax assessment classifications for current land usage.
- Substantial updates to Future Land Uses section, including combination of “Rural Living” and “Agricultural Preservation” areas into “Agricultural/Residential” area; the removal of the “Forestry Corridor”, “Planned Residential Area, and “Steep Slope Protection Corridor” areas; and the addition of a “Commercial Development” area, as well as other, more minor, changes to other sections. These changes also include complementary changes to the Future Land Use map, and brought the Master Plan up to date with current and potential land usage within the Township.
- Renamed the previous The Human Environment section to Current Environment and Long Term Objectives, and split into several sub-sections, including Transportation, Utilities and Services, Housing Policy & the Economy.
- Substantially expanded Housing Policy & the Economy sub-section from the existing housing and economic language in the previous The Human Environment section. Integrated information from 2019 Community Survey and various housing and economic analyses covering the Township, and added discussion of zoning techniques that can be used to expand housing options for a variety of economic levels.
- Developed Long Term Objectives for the various sub-sections of the new Current Environment section. These objectives will drive and focus township planning and zoning over the next 10-20 years.
- Integrated 2019 Community Survey results throughout the Master Plan.
- Coordinated with Leelanau County Equalization Department to ensure accuracy, completeness, and readability of maps and data.
- General updates and corrections to demographic data, dates, maps and other information throughout the Master Plan.



Village of Empire
11518 S. LaCore Street | P.O. Box 253
Empire, Michigan 49630-0253

[Village of Empire \(leelanau.gov\)](http://leelanau.gov)

231-326-5353

za@villageofempire.com

STAFF REPORT
June 2023

This report is meant to provide a snapshot of activity, typically for the previous reporting period. The intended distribution channel is from the ZA to the Planning Commission, and then via the Planning Commission liaison to the Village Council. While it will not detail every interaction, it will provide a synopsis of planning and zoning related activity that is taking place.

Office Activity:

- **Start formal review of proposed Land Division - will forward to Council with recommendation upon submission of a complete application package.**

Land Use Permit (zoning) Activity

PERMIT #	TYPE	ZONE	PARCEL ID #	NAME(last)	NAME(first)	- BLDG	SITE ADDRESS / LOCATION
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Planning and Zoning –

The Planning Commission has recessed until September – this monthly report will continue to be distributed for everyone’s general information (see Training Opportunity below).

Training Opportunity – [Attention PC members and ANY others interested] Michigan State University Extension [MSUE] is announcing various locations for the Citizen Planner program. It runs for 6 (six) consecutive weeks from 6-9 pm on Wednesdays starting October 4th through November 8th at East Bay Township. Feel free to visit this link for more information: <https://www.canr.msu.edu/events/citizen-planner-traverse-city-classroom-program-2023> If the Village is insured by Burnham & Flowers or one of several other insurance companies, they will reimburse (up to two, I believe) after successful completion of the program.

Sincerely,

Robert (Bob) Hall
Village of Empire – Zoning Administrator





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STAFF REPORT
July 2023

This report is meant to provide a snapshot of activity, typically for the previous reporting period. The intended distribution channel is from the ZA to the Planning Commission, and then via the Planning Commission liaison to the Village Council. While it will not detail every interaction, it will provide a synopsis of planning and zoning related activity that is taking place.

Office Activity:

- **Determined that ‘proposed’ Land Division could not be approved at this time due to drain field and / or other encroachments.**
- **Accepted Site Plan application (absent a fee) for informal review to determine what level of review will be required for various proposed uses for the ‘former’ Empire School Building.**
 - **Determined that this plan will require submittal to the Planning Commission for several reasons:**
 - **Parking greater than 5,000 square feet**
 - **New and / or change of use(s)**
 - **‘possible’ special uses**

Land Use Permit (zoning) Activity

PERMIT #	TYPE	ZONE	PARCEL ID #	NAME(last)	NAME(first) - BLDR	SITE ADDRESS / LOCATION
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Planning and Zoning –

The Planning Commission has recessed until September – this monthly report will continue to be distributed for everyone’s general information (see Training Opportunity below).

-In Progress-

The ZA is currently studying different opportunities to streamline the permitting process related to the Mass Gathering Ordinance and other special events that require multiple levels of review by different coordinating agencies. Most recently it has been a strangle-hold of multiple phone calls, disconnected email strings, and generally less than optimal organization.



Training Opportunity –

The Michigan Planning Association, Michigan Townships Association, Michigan Municipal League, and others are already announcing fall and winter training schedules. I will share additional information as it becomes available.

Sincerely,



Robert (Bob) Hall
Village of Empire – Zoning Administrator





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STAFF REPORT
August 2023

This report is meant to provide a snapshot of activity, typically for the previous reporting period. The intended distribution channel is from the ZA to the Planning Commission, and then via the Planning Commission liaison to the Village Council. While it will not detail every interaction, it will provide a synopsis of planning and zoning related activity that is taking place.

SIGN ORDINANCE –

If the revised sign ordinance is deemed complete by the PC, the next logical step is to forward to legal for review and to make sure that it is formatted correctly as an ordinance to amend the zoning ordinance. Afterwards, it can be scheduled for a public hearing and then forwarded to the Leelanau County Planning Commission for the mandatory 30-day review period¹. The final step would be to send to Council with an appropriate recommendation.

Land Use Permit (zoning) Activity
(year-to-date summary)

PERMIT #	TYPE	ZONE	PARCEL ID #	NAME(last)	NAME(first) - BLDR	SITE ADDRESS / LOCATION
2023-01	ND	PUD	45-041-550-059-00	McNutt, Stephen and Sharon	Pathway Homes	9974 W. South Street
2023-02	SIGN	G-RES	45-041-719-011-00	St. Philip Neri Catholic Church		11411 S. LaCore Street
2023-03	FM-MKT	FSD	45-041-824-009-10	Leelanau Farmers Markets Baril, Bob		N/A - West Front Street
2023-04	RA	G-RES	45-041-824-052-00	Greisiger, Joe		11472 S. LaCore Street
2023-05	RA	PUD	45-041-550-005-00	Evans, James and Kaye		9888 Wilce Street
2023-06	TEMP	REC-CON	WITHDRAWN	Quinn, Robert	Benzie Community Band	Niagra Street- S. Bar Lake
2023-07	RA	V-RES	45-041-702-018-00	Jacob, Karen and Cortright, David		10138 W. Wilce Street
2023-08	SIGN	FSD	45-041-702-022-00	Glen Lake Community Library		10115 N Front Street
2023-09	FENCE	G-RES	45-041-719-011-00	St. Philip Neri Catholic Church		11411 S. LaCore Street
2023-10	ND	PUD	45-041-325-065-00	Ford, Carey		11757 S. Roen Road
2023-11	RA	VR	45-041-300-058-00	Weber, Tima nd Beth		11857 S. Lake Street
2023-12	RAD	G-RES	45-041-200-002-00	Schuelter, Guy and Nikki		11231 S. LaCore Street
2023-13	RA	PUD	45-041-550-020-00	Greenwoods of MI, LLC-Ernst, Dan and Jeanne		11914 S. Ontario Street
2023-14	ADU	G-RES	45-041-824-037-00	Chase, Robert and Linda		11364 LaCore Street
2023-15	C-ACC	G-COR	45-041-719-003-01	Blarney Castle EZ Mart		9988 W. Front Street
2023-16	DECK	G-RES	45-041-730-003-00	Palmer, Sue		12089 S. Wood Street

-In Progress-

The ZA has received input in the form of a proposed checklist that would assist in streamlining the permitting process related to the Mass Gathering Ordinance and other special events that require multiple levels of review by different coordinating agencies. This is currently being reviewed and commented on.

¹ PA 110 of 2006 (as amended), Section 125.3307



Visit our website from your mobile device!

TRAINING: Don't forget – in person Citizen Planner starts on Wednesday, October 4th, in East Bay Township - <https://www.canr.msu.edu/events/citizen-planner-grand-traverse-county-classroom-program-2023>

Sincerely,

Robert A. Hall

Robert (Bob) Hall
Village of Empire – Zoning Administrator



Village of Empire Deputy Clerk

From: Stephen Stepanek <s.stepanek@villageofempire.com>
Sent: Tuesday, July 18, 2023 10:57 AM
To: pjschous@yahoo.com
Cc: Margaret Ellibee; ir2chase@gmail.com; Alacia Acton
Subject: Sign Subcommittee Recommendation
Attachments: Empire Signs 142 Copy 1.docx

Good Morning Peter,

This provides our recommended Sign ordinance.

Suggested next steps include:

- Your review and approval
- Review by a qualified lawyer
- Forward to Village Council for approval

Regards,

Steve Stepanek

VILLAGE OF EMPIRE
LEELANAU COUNTY, MICHIGAN
Signs - Ordinance #142 - Village of Empire Code of Ordinances

The Village of Empire ordains:

Part I: Village of Empire hereby replaces Ordinance #142 - Village of Empire Code of Ordinances as follows:

Section 1. Sign Regulations Established: These regulations shall apply and govern in the Village of Empire. No sign shall be erected or maintained unless it complies with this Ordinance.

Section 2. Purpose: This Ordinance is intended to preserve the desirable character of the Village of Empire, as well as to recognize the need for certain signage to promote safe traffic flow and pedestrian safety. At the same time, the Village of Empire recognizes that excessive signage may create a less than desirable atmosphere. The use and erection of all outdoor signs and media shall be subject to all state and local codes and statutes, in addition to the provisions of this Ordinance.

Section 3. Definitions: As used in this Ordinance, the following words shall have the meanings:

Accessory Sign: A sign that is not for a principal use of the property on which it is located, including warning signs.

Animated Sign: A sign that uses movement, spins or changes of lighting to depict action or create a special effect or scene.

Awning/Canopy Sign: A sign that is part of or attached to the surface of an awning/canopy.

Banner: A sign printed or displayed upon cloth or other flexible material, excepting national, state, or municipal flags.

Changeable Copy Sign: A sign or a portion of a sign with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign. A sign on which the message changes more than eight (8) times per day shall be considered an animated sign and not a changeable copy sign for purposes of this Ordinance.

Corner Lot Sign: Signs placed facing both public streets on corner lots.

Display Area: The entire space used for lettering and symbols on one vertical plane.

Flag Sign: Any cloth or bunting attached to a staff.

Flashing Lighted Sign: An illuminated sign that intermittently and repeatedly flashes on and off, and/or creates an illusion of a flow of lights.

Freestanding or Ground Sign: A sign supported by permanent uprights or braces in the ground.

Identification Sign: A sign that identifies a building or street address.

Illuminated Sign: A sign rendered visible during the period from sunset to sunrise by means of an internal light source or by means of an exterior light source directed on to, or in the vicinity of the sign.

Marquee Sign: A permanent overhang or roof-like structure projecting beyond a building or extending along and projecting beyond the wall of the buildings, and are generally designed and constructed to provide protection from the weather.

Marquee Surface Sign: A sign attached to or made part of a marquee.

Multi-Business Plaza: Those structures that contain more than one enterprise, leased under separate ownership, and may have a common entrance or multiple entrances.

Nonconforming Sign: Any existing sign on the effective date of this Ordinance, as amended, which does not at that time comply with all of the provisions of this Ordinance and any amendments.

Portable Sign/Trailer Sign/Sandwich Board: A sign that is designed to be transported, including but not limited to signs:

- With a chassis or support constructed without wheels;
- Designed to be transported by trailer or wheels;
- Converted A- or T-frame signs;
- Attached temporarily to ground, a structure, or other signs;
- Mounted on the exterior of a vehicle and visible from the public right-of-way;
- Menu and sandwich boards;
- Searchlight stand; and
- Hot-air or gas-filled balloons or umbrellas.

Projecting Sign: A sign attached to or erected on the exterior wall or surface of a building, which projects twelve (12) inches or more from the wall or surface.

Roof Sign: A sign mounted on or over the roof of a building and is wholly or partially supported by the building. Mansard roof signage shall be considered wall signage for the purpose of calculating allowable footage.

Sign Enforcement Officer (SEO): The Zoning Administrator or such other person as shall be designated by the Village Council.

Sign: A structure, including its base, foundation and erection supports upon which is displayed any words, letters, figures, emblems, symbols, designs, or trademarks by which any message or image is afforded public visibility from out of doors.

Surface Sign: That portion of a sign excluding its base, foundation and erection supports on which message is displayed.

Temporary Sign: A display sign, banner, flag, or device intended for a limited period of display.

Wall Sign: A sign that is affixed to or placed flat against the exterior wall or surface of a building or structure, with no portion projecting more than twelve (12) inches from the building or structure wall.

Section 4. Permit Application: The following application requirements shall apply to all signs requiring a permit pursuant to the provisions of this Ordinance.

- 1) Application for a permit, on a form supplied by the Village of Empire, shall be required to erect, alter, or reconstruct a sign, unless otherwise noted. The completed application, together with all plans and specifications, shall be submitted to the SEO. Approval shall not be given until the application complies with all provisions of this Ordinance. If the application is approved, a permit to erect, alter, relocate, or post the sign shall be issued.
- 2) A non-refundable permit fee shall be submitted with the application. Fees for sign permits shall be established, from time to time, by resolution of the Village Council and shall be remitted to the Village.
- 3) The application shall contain or have attached the following:
 - a) Name, address, and telephone number of owner, where the sign is to be erected and the owner of the sign.
 - b) Location of building, structure, or lot where the sign is to be attached or erected.
 - c) Position of the sign in relation to nearby buildings or structures.
 - d) A sketch or scale drawing with the dimensions, specifications of the display area, method of construction, lighting and if applicable, method of attachment to the building or ground.
 - e) Name of person, firm, or corporation erecting the sign.
 - f) Any Leelanau County construction permit required and issued for the sign.
 - g) Other details the SEO shall require establishing conformance with this Ordinance.
- 4) Issuance of a sign permit in no way indicates any responsibility by the Village of Empire for structural adequacy of a sign or the right to construct the sign.

- 5) A sign permit shall be null and void if the sign has not been installed within ninety (90) business days from the date of approval. An extension of ninety (90) business days may be approved by the SEO.
- 6) Public service and non-profit agencies must apply for a permit, but the fee may be waived by the SEO.
- ~~7) In addition to the limitations stated in Sections 5, 9 and 10, the following conditions shall apply to all signs in any use zoning district:
 - a) ~~Except for the signs authorized without a sign permit pursuant to Section 6, no sign, except non-illuminated identification sign, shall be erected or altered until approved by the SEO or authorized by the Village of Empire Planning Commission as part of an approved site plan. After approval, the required sign permit shall be issued by the SEO.~~~~

Section 5. General Provisions: The following regulations shall apply to all signs:

- 1) Signs must be constructed of durable materials, maintained in good condition, and shall not be allowed to become dilapidated.
- 2) When a business is abandoned, the sign must be removed within thirty (30) business days. A business shall be considered abandoned if determined by the Zoning Administrator to have been suspended or halted for a continuous period of one (1) year.

Section 6. Signs Not Requiring a Sign Permit: The following signs may be placed in any zoning district without a sign permit, provided such signs comply with all applicable federal or state law or regulation and are located to not cause a nuisance or safety hazard:

- 1) Four (4) non-illuminated signs per property not to exceed six (6) square feet each of sign surface.
- 2) Signs erected or approved by state, county or village agencies when necessary to give proper directions or to safeguard the public.
- 3) Accessory signs erected by any organization, person, firm or corporation that is needed to warn the public of dangerous conditions and unusual hazards including but not limited to road hazards, high voltage, fire danger, explosives, and severe visibility.
- 4) Signs posted near property boundaries, provided the sign surface does not exceed the maximum size of one (1) square foot.
- 5) Signs marking a historically significant place, building or area when sanctioned by a national, state, township, village or local historical organization provided the sign surface does not exceed the maximum allowed size of sixteen (16) square feet or the maximum size allowed in the zoning district whichever is less.

- 6) Signs required by federal or state agencies in connection with federal or state grant programs that have been approved in conjunction with a valid site plan or land use permit.
- 7) Temporary signs may be removed by the Village after fifteen (15) business days following abandonment or obsolescence as determined by the SEO.

Section 7. Prohibited Signs. The following signs are prohibited:

- 1) A sign not expressly permitted is prohibited.
- 2) Signs imitating warning signals are prohibited. No sign shall display intermittent lights resembling the flashing lights customarily used in traffic signals or in police, fire, ambulance, or rescue vehicles.
- 3) Revolving, moving, animated, mechanical, electronic simulated motion, and flashing signs are prohibited, except for rotating/revolving barbershop poles.
- 4) Signs within a village street or highway right-of-way are prohibited. No signs (except those established and maintained by the village, township, county, state, or federal governments) are to be located in, projected into, or located overhead within a public right-of-way or dedicated public easement, unless the sign has been issued a permit by the agency having jurisdiction over that right-of-way.
- 5) Signs higher than eight (8) feet, measured from ground level are prohibited, except for projecting signs and signs fully attached to the face of a building.
- 6) A sign which is part of a canopy or an awning.
- 7) Stake or wire signs, other than those allowed in Section 6 Signs Not Requiring a Sign Permit.
- 8) Bench signs.
- 9) Mansard roof signs shall be considered as wall signage.

Section 8. Alteration or re-establishment of nonconforming signs. Any existing sign which, on the effective date of this ordinance, does not at that time comply with all of the provisions of this ordinance and any amendments shall not be changed to another type of sign which is not in compliance with this Ordinance.

Section 9. Signs Allowed in Zoning Districts: The following signs are allowed in the specified Village zoning districts, subject to a sign permit:

- 1) **Residential (R), Mixed Residential (MR), and Village Residential (VR) Districts**
Only signs not requiring a permit shall be allowed.
- 2) **Commercial-Residential (CR) and Light Industrial (LI) Districts**

Any sign not requiring a permit, and approved signs in accordance with Sections 10.

3) Recreation/Conservation (RC) District

Any sign not requiring a permit. Also, for nature areas consisting of over thirty (30) acres in the R/C district, may have on the property not more than two (2) identifying signs, each not to exceed 12 square feet and not more than 8 feet in height. One (1) thirty-two (32) square foot kiosk is also allowed with a height limitation of 8 feet.

4) Planned Unit Developments (PUD)

Any sign not requiring a permit. Commercial uses within a PUD, shall be allowed approved signs in accordance with Section 10.

Section 10. Permitted Sign Types, Allowable Dimensions and Specific Requirements:

1) Allowable number and total square footage of signage by district:

Residential Districts (GR, MR, VR)	4 signs - 24 square feet
Commercial-Residential District	4 signs - 32 square feet
Light Industrial	4 signs - 24 square feet
Recreation/Conservation	4 signs - 24 square feet
PUD	4 signs - 24 square feet

2) Sign size limits based on sign type. If a sign is a double-faced sign, only one side shall be used in calculating compliance with the total allowable square footage.

3) Corner lots. Signs may be placed facing both public streets on corner lots within the Commercial-Residential (CR), Light Industrial (LI) Districts, and Planned Unit Developments (PUD) districts. All other requirements of this Ordinance must be met.

Sign Type	Max. Sign Surface Area	Other regulations
Either freestanding marquee sign (or other)	24 square feet	The number of freestanding signs shall not exceed 1 sign/100 ft lot along M-22 in C/R district, or 1sign/50 ft lot in remainder of C/R. Max. height allowed is 8 ft.
Identification sign	4 square feet	
Illuminated sign	24 square feet	Signs may be illuminated only during hours of operation by a direct light source. Light source shall be shielded and downward directed. No direct rays or glare emanating from the light sources shall be visible from a public right of way or from an abutting property.

Sign Type	Max. Sign Surface Area	Other regulations
Projecting sign	20 square feet	Maximum projection allowed shall be five (5) feet from a building; not to extend over a public sidewalk, street or alley; shall not exceed the height of a building's roof line; and with a maximum height of fifteen (15) feet.
Portable sign	2 feet wide by 4 feet height (8 square feet). Signs transported by trailer or wheels 4 feet height by 8 feet length (32 square feet)	If intended to direct attention to a specific event, may be displayed for up to fourteen (14) days prior to the event, and must be removed within three (3) days after the event.
Banner sign	24 square feet	May be erected two (2) weeks prior to an event, and removed within three (3) days following an event.
Wall sign	32 square feet	1 sign/street facade, not to exceed 32 square feet if multiple businesses within the building they shall share the total 32 square feet.
Alley sign	4 square feet	1 sign/alley facade. If multiple businesses within the building they are to share the 4 sq. ft.
Multiple business/plaza entrance sign	48 square feet	All businesses within a common structure will share a common entrance sign.
Individual businesses within a multiple business building	1 square foot/lineal feet building length facing public street	The total lineal street frontage divided by the # of businesses/units within a building, not to exceed twelve (12) square feet/business. Signs shall comply with all other provisions of the Ordinance.

Section 11. Administration; Annual Inspection; Enforcement; Sanctions. The SEO, or designee, shall administer and enforce the provisions of this Ordinance. The SEO shall inspect signs on a yearly basis. In the case of a sign that poses an immediate danger to the public health or safety, the Village or its employee may remove the sign immediately and without notice. Neither the Village nor any of its employees shall be held liable for any damage of the sign or building when a sign is removed under this Ordinance.

Part II. Severability

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. Should any part, clause, sentence, paragraph or section of this Ordinance be found invalid or unconstitutional for any reason by any court of competent jurisdiction, any such decision shall not affect the validity of the remainder of this Ordinance.

Part III. Conflict and Interpretation

The standards and provisions of this Ordinance shall be interpreted as being the minimum requirements necessary to uphold the purposes of this Ordinance. Whenever this Ordinance imposes a higher standard than that required by other regulations, ordinances, or rules, or by easements, covenants or agreements, the provisions of this Ordinance shall govern. When the provisions of any other statute impose higher standards the provisions of such statutes shall govern. When it is alleged by a petitioner that there is an error in interpretation of this Ordinance by the SEO or the designee, the Village Council shall review such an appeal, provided that a written appeal is filed within thirty (30) days of the decision of the SEO or designee. The concurring vote of a majority of the Village Council shall be necessary to reverse any interpretation of this Ordinance by the SEO or designee.

Part IV. Savings Clause

All proceedings pending and rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect are saved and may be consummated according to the law in force when they were commenced.

Part V. Effective Date

The provisions of this Ordinance are ordered to take effect thirty (30) days after publication (as the full text or as a summary thereof) in a newspaper of general circulation in the Village of Empire.

Part VI. Adoption

This Ordinance was duly adopted by the Village of Empire Council at its regular meeting called and held on the ____ day of _____, 2019.

Part VII. Publication

The Village Clerk shall cause this Ordinance or summary of this Ordinance to be published in a newspaper of general circulation within Village of Empire within thirty (30) days after adoption.

Wayne Aylsworth, President, Village of Empire

Derith Smith, Clerk, Village of Empire

Adoption date:
Publication date:
Effective date:

CERTIFICATION

I, Derith Smith, the Clerk for Village of Empire, Leelanau County, Michigan, do hereby certify that the foregoing is a true and complete copy of this Ordinance adopted by the Village of Empire Council at a regular meeting held on _____, 2019. The following members of the Village of Empire Council were present at the meeting: _____.

The Ordinance was adopted by the Village of Empire Council with ___ members of the Council voting in favor (_____) and ___ voting against (_____).

A copy of the Ordinance or a summary thereof was published in the Leelanau Enterprise and the Traverse City Record Eagle on _____.

Derith Smith, Clerk, Village of Empire

Village of Empire Deputy Clerk

From: pieter schous <pjschous@yahoo.com>
Sent: Wednesday, August 30, 2023 11:53 AM
To: Alacia Acton
Subject: Fwd: November PC meeting

Per the email below from bob. Can you get a few alternative dates if this is going to be an issue and we can decide at our September meeting?

Thank you,

Peter Schous
313-971-9828

Please excuse any typos or grammatical errors, this message was sent from my mobile device.

Begin forwarded message:

From: Robert Chase <ir2chase@gmail.com>
Date: August 30, 2023 at 11:47:03 AM EDT
To: pjschous@yahoo.com
Subject: November PC meeting

Sir Peter, as we get ready for our next PC meeting, I was looking at our Nov meeting and it is once again on Election Day.

Could be an issue w the Township Hall.
Bob

Phil 4:8 "Whatever..."
Sent from my iPhone

Village of Empire Deputy Clerk

From: Maggie Bacon <m.bacon@villageofempire.com>
Sent: Monday, August 21, 2023 11:36 AM
To: Peter Schous; Alacia Acton
Subject: Planning Commission - September

Agenda item requests:

1. Process of updating the Recreation Plan. Did we already decide on a process (maybe a page by page revision?). If we decided on a process, it might be good to remind Commissioners what they are supposed to be working on (me included!)
2. Planning for Master Plan update (2024). I have some suggestions to help us get started with that process - which includes making sure the Commission is budgeting for a planner/facilitator for a survey process and community input. (My goal in starting this off now is so we have a well developed plan in place and a planner is on board prior to March 2024). I will submit some materials for this for folks to consider.
3. Redevelopment Ready status update.

Looking forward to reconnecting!

Maggie