



HISTORIC DISTRICT COMMISSION

MONDAY, JUNE 17, 2019

Maple Conference Room – 2nd Floor – 6:00 P.M.

201 West Ash Street, Mason MI

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES

A. Approve Minutes of Regular Historic District Commission Meeting May 20, 2019

5. UNFINISHED BUSINESS

A. Workplan Update – Historic District Inventory

6. NEW BUSINESS

A. Certificate of Appropriateness (COA) - 174 W. Maple St., Live Long CrossFit, represented by Johnathan Nang, is seeking a COA for two new wall signs and eight window signs.

7. LIAISON REPORT

8. ADJOURN

**CITY OF MASON
HISTORIC DISTRICT COMMISSION
MINUTES OF MAY 20, 2019
DRAFT**

Clinton called the meeting to order at 6:00 p.m. in the Maple Conference Room 2nd floor at 201 West Ash Street, Mason MI.

Present: Clinton, Cummings, Klein, Linsley Schulien, Shattuck
Absent: Vogel
Also present: Elizabeth A. Hude, AICP, Community Development Director

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

A. Approve Minutes of Regular Historic District Commission Meeting April 15, 2019

MOTION by Klein second by Schulien, to approve the Historic District Commission meeting minutes from April 15, 2019.

MOTION APPROVED UNANIMOUSLY

B. Approve Minutes of Historic District Commission Workshop April 15, 2019

MOTION by Klein second by Cummings, to approve the Historic District Commission Workshop minutes from April 15, 2019.

MOTION APPROVED UNANIMOUSLY

UNFINISHED BUSINESS

Klein motioned to amend the agenda to include an informal discussion with the Arts Initiative Mason under New Business following item 6.A. Discussion: Maple Street Mall – new mural. Cummings second.

MOTION APPROVED UNANIMOUSLY

A. Certificate of Appropriateness (COA) - 131 E. Maple St., Steve Sowles on behalf of Mason First Presbyterian Church, is seeking a COA for a new, internally lit, freestanding sign.

Representative from Mason First Presbyterian Church provided a description of the proposed sign. The new sign will be lit by four 13-watt bulbs for a total of 27.2 watts per side – an LED strip.

Cummings asked where the bulbs will be located on the sign, his general concern is that lights in the district typically project onto the sign. Mr. Sowles stated that if the light is too bright, a dimmer switch can be applied to the sign to dim the light. The current sign is almost 60 years old and falling apart, he showed a picture of how it looked lit. He thinks with the dimmer switch and the new stone pillars that match the church, the new sign will look much better in the historical district.

Hude asked if the new sign has light projecting down from the top of the sign which would not necessarily be an internally lit sign as the light is not projecting out from inside, but downward from the top. Representative says it will have the light projecting down from the top of the sign and with the dimmer switch it will not be too bright. Hude says this is.

Discussion took place between commissioners about which motion they are looking to approve.

Cummings motioned to approve the motion as written in the current staff report, there was no second.

Klein motioned to amend the approval as written in the current staff report in order to clarify that the sign would be lit by an external source within the cabinet. Linsley second.

No discussion took place.

Vote to amend the motion

Yes (6) Clinton, Cummings, Klein, Linsley, Schulien, Shattuck

No (0)

MOTION PASSED

Klein motioned to approve the amended motion. Linsley second.

Yes(6) Clinton, Cummings, Klein, Linsley, Schulien, Shattuck

No (0)

MOTION PASSED

Mr. Sowles asked for clarification on what was approved. Klein explained they approved the light shining down into the cabinet from the top. Mr. Sowles explained that it was actually backlit. Discussion took place to clarify the lighting and the approval.

After discussion between the representative and the commissioners about the sign being back lit or internally lit, Klein motioned to rescind the previous vote, Cummings second.

Yes (6) Clinton, Cummings, Klein, Linsley, Schulien, Shattuck

No (0)

MOTION PASSED

Klein motioned to approve a Certificate of Appropriateness for one internally lit, freestanding sign located at 131 E. Maple St as submitted on plans received April 11, 2019 based upon the findings that it is consistent with the standards listed in Section 31-5(3) of the Mason Code, specifically:

1. That the property is in the City of Mason Historic District and the property signage has a significant impact on the surrounding area,
2. The proposed sign cabinet will be an internally lit, aluminum and white lexan with vinyl graphics, the supports are made of stone and will be compatible with key historic features of the building such as the stone façade of the church,
3. The sign uses appropriate textures and materials for the historic structure, and
4. The proposed sign will complement and enhance the District.

Schulien second.

Yes (5) Clinton, Klein, Linsley, Schulien, Shattuck

No (1) Cummings

MOTION PASSED

NEW BUSINESS

A. Discussion: Maple Street Mall (MSM) – new mural

Representatives from MSM presented an idea for a mural that would be on the Maple Street Mall that acts as a welcome sign for people driving into Mason along Columbia, Jefferson, and Okemos. The group is interested in working with the city and Mason Public Schools to create a mural that accurately depicts Mason.

Cummings asked if this would be a permanent image or constantly changing. The representatives claim it will be a one-time event and with the proper paints, it will stand the test of time.

Klein would like to see an accurate representation of the items that are sold within the Maple Street Mall (antiques). A mural that shows antiques and collectables is much better than a mural that just says "Maple Street Mall antiques and collectables".

Hude informed the commission that staff is currently in the process of looking at the current sign ordinance and they hope to find ways to open up the ordinance and allow businesses to have more creativity when thinking about signs. However, when businesses are involved, the city must be careful about deciding the difference between signs and murals.

Klein tells the representatives to look at the Mason jar mural. He claims this mural is real art because the jars are representing an object, it's not an ad.

Representatives ask what their next move should be. Hude says she would like to continue working with the representatives and that they should begin looking at final design ideas along with the logistics of the project. If they are interested in working with the schools, they may have to wait until the fall semester to begin the project due to public school ending relatively soon. Staff will continue working on the sign ordinance to accommodate murals.

B. Discussion: Arts Initiative Mason (AIM) - Mural

Representative explains an idea for a mural done by art students at Commercial bank. The mural would include student representations of past postage stamps in mounted frames on the wall. The frames would be permanent

fixtures but the images could be changed out at any time. Representative adds the wall is very broken up by windows and a balcony, but these will be incorporated into the image.

Cummings asks what the expected life span is of the frames and the canvas images within them. The representative claims the life span is indefinite, the canvas images are rather expensive and should have no issues with snow and rain.

The group of representatives brought a completed building permit application with them and gave it to Hude.

Cummings asks about the timeframe for the project. The representative says they are ready to get started with the project. The images have already been painted by the students and ready to be sent to the canvas signage company.

Hude informs the group that the permit application needs to be reviewed and accepted at the next Historic District Planning Commission. Representative says that school is ending within the next three weeks and they are hoping to complete the project within this school year.

Cummings asks if student's names will be on the mural to give proper recognition. The representative says there are so many students involved that there would not be enough room to add every name, instead there will be classes listed that helped on the project.

Representative asks the commission if the mural could include Commercial Bank logos (white arrows). Hude says further research must take place before a decision can be made on the logos.

Schulien asks who is in charge of maintenance. The representative says the bank would be in charge of maintenance.

Hude says the city is interested in meeting with the group and making sure that the future sign is content neutral. Each sign goes through an extensive application process and must be accepted at a Historic District Commission meeting.

C. Discussion: Sign Ordinance Update

Hude explained the process of updating the sign ordinance and added that ordinances are usually revised in the fall or winter when staff has more time. Staff would also like to work on creation of design guidelines for signs that are consistent with the community's expectations surrounding Historical District. The design guidelines are not restricted to strictly murals but buildings and materials as well.

D. Regional Planning Workshops for Michigan's Five –Year State Historic Preservation Plan

Hude introduced dates for future workshops that the commissioners may attend to help with the development of the Michigan five-year state historic preservation plan.

E. Recommendation to City Council to adopt Resolution - Supporting the Reinstatement of State Historic Tax Credits Senate Bill 54/House Bill 4100

Klein motioned to approve the resolution, Cummings second.

Yes (6) Clinton, Cummings, Klein, Linsley, Schulien, Shattuck

No (0)

MOTION APPROVED UNANIMOUSLY

F. Workplan Update: Review HDC three-year goals and update to align with CLG requirements

Hude encouraged the commission to reach out to historic building owners and help further the community's understanding of the importance of the Historic District. Discussion took place on adding goals to the workplan to include CLG requirements for the historic resource inventory project and creation of a GIS map, and the development of design guidelines as recommended in recent trainings.

LIAISON REPORT

A. Development Update: City Manager's Report

Staff provided the City Manager's Report and gave an overview of the projects listed. Klein noted that he spoke with the City Manager about the 154 W. Maple St. project and that the report indicates the project is still up in the air. Cummings asked if significant changes have been made to the project, there was feedback from SHPO on the proposed building, staff explained it was related to funding, not the architectural plans.

Discussion took place on the upcoming training – Planning and Zoning Essentials. There may also be some training for the chairs and vice-chairs on Roberts Rules.

ADJOURN

The meeting adjourned at approximately 7:25 p.m.

Elizabeth A. Hude, AICP, Community Development Director



TO: Historic District Commission

FROM: Elizabeth A. Hude, AICP, Community Development Director

RE: 174 W. Maple Street – Live Long Crossfit SIGN

DATE: June 13, 2019

On May 29, 2019, Live Long CrossFit, represented by Johnathan Nang, submitted a sign permit application for two new wall signs and eight window signs located at 174 W. Maple St. The two wall signs will be made of ACP (Aluminum Composite Panel) material with a digital print overlay. One will be located on Maple Street, the other on Park Street. Six of the window signs will be placed in the bottom 1/3 of the windows along Maple Street, one on the door, the eighth will take up a full window on Park Street.

The property is zoned C-1 Central Business District and is located within the Historic District.

A building permit is required for a sign in any zoning district. Section 31-5(a) of the City of Mason's Ordinances requires that a permit be obtained for work "... performed within an historic district affecting the exterior appearance of a resource ...". Per section 31-2 Definitions, a Resource means one or more publicly or privately owned historic or non-historic buildings, structures, sites, objects, features, or open spaces located within a historic district.

The applicant is, therefore, requesting Historic District Commission review and approval of a Certificate of Appropriateness.

City of Mason Ordinance Chapter 58 – Signs

The sign does not appear to meet the design and placement standards as required in the C-1 zoning district described in Ch. 58 Signs of the City ordinance. Staff is working with the applicant to revise the plans and is seeking input from the Historic District Commission to inform the direction for updating.

Per Ch. 58 –

Sec. 58-127(b)(1) Window signs

Window signs shall be permitted up to a size equivalent to 30 percent of the total window pane area.

The seven signs on Maple Street appear not to exceed the limit of 30 percent of the total window pane area. The window sign on Park Street takes up 100 percent of the total window pane area and therefore does not meet this requirement.

Sec. 58-127(b)(3) Wall signs.

a. Number. One wall sign shall be permitted per each ground level store front. A second wall sign will be permitted if the subject tenant/owner is located in a ground level store front and

has frontage on more than one public street, provided there shall not be more than one sign on any single street.

b. Area. Wall signs shall be permitted up to a size equivalent to one and one-half square feet of sign area for each one lineal foot of wall width up to a maximum of 30 square feet.

c. Multi-tenant buildings.

1. For ground level store fronts, the allowable sign area for each individual tenant sign will be determined based on the length of the outside wall that tenant unit occupies in accordance with the requirements for sign area in subsection (3)b.

This is a multi-tenant building. Staff has requested information to verify that the dimensions of the existing wall sign for Beaches Tanning and for the linear footage of the Live Long Crossfit location to verify the total signage will meet this section on both Maple and Park streets. While Beaches Tanning is a tenant in the building, their frontage is on Maple Street only. Therefore, only one sign can be placed on Park Street equivalent to 1.5 the lineal foot of wall width up to 30 sq. ft. Staff recommends the current sign be modified to include both businesses or that the sign be updated to accommodate Live Long Crossfit.

Sec. 58-128(2)c – Appearance Standards. Materials

The sign materials do not appear to be complementary and compatible with the existing and intended character of the area as an historic district.

No additional standards are noted in Chapter 58 for signs within an Historic District.

Mason Main Street Façade Study

The Main Street Façade Study is the manual by which each building within the Mason Historic District was evaluated. The Study provided architectural consultation to the building owners and the Historic District Commission. The recommendations provided in the Study were based on the U.S. Secretary of the Interior's Standards for Rehabilitation. ***This property was discussed in the study on page 63.***

U.S. Secretary of the Interior's Standards for Rehabilitation

Section 31-5(d) states that the review of any application shall follow the U.S. Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings. While the guidance in Section 31-5 does not specifically refer to signs, the sign does require a building permit and meets the definition of a structure within a historic district. Section 31-5(3) lists the discretionary standards that the Commission shall consider and are as follows:

1. *The historical or architectural value and significance of the structure and its relationship to the historical value of the surrounding area.*
2. *The relationship of the exterior architectural features of the structure to the rest of the structure and the surrounding area.*
3. *The general compatibility of exterior design, arrangement, texture, and materials proposed to be used.*
4. *Other factors, including aesthetic value, which the commission considers pertinent.*

Analysis

Staff finds that the signs as proposed do not meet the requirements of the sign ordinance and that the design and materials do not appear to be consistent with previously approved ornamental wood signs throughout the district. The window sign colors could be softened and incorporate tones to better compliment the wall and awnings, and provide for a translucent background similar to window signs throughout the district. The window sign on Park Street should be reduced to 30% of the window pane.

Recommended Action

The Historic District Commission has the following options per Section 31-5 of the City Ordinance:

- Approve a Certificate of Appropriateness
- Deny a Certificate of Appropriateness
- Issue a Notice to Proceed in accordance with Sec. 31-5(f)(3)

The HDC may also choose to continue the matter to a time and date certain and allow the applicant to revise the proposal with guidance on how they might meet Historic District requirements.

Staff recommends the HDC continue the matter to a time and date certain and allow the applicant to revise the proposal with guidance on how they might meet Historic District requirements.

The motion below is offered as an alternative and may be amended:

Motion

The Historic District Commission deny a Certificate of Appropriateness for two wall signs and eight window signs located at 174 W. Maple St as submitted on plans received May 29, 2019 based upon the following findings of fact that the proposed signs are not consistent with the standards listed in Section 31-5(3) of the Mason Code, specifically:

1. That the property is in the City of Mason Historic District and the property signage has a significant impact on the surrounding area, as it is a corner property with two walls fronting on a roadway and highly visible as the first commercial structure eastbound on the north side of the district; and
2. The proposed sign design is not similar to the existing adjacent wall signs and the shape does not reflect an historic nature compatible with the exterior architectural features of the rest of the structure and the surrounding area nor does it follow the recommendations in the Main Street Façade Study, and
3. The wall signs do not use appropriate textures and materials for the historic structure, and,
4. The proposed sign will not complement and enhance the District as the design and colors will detract from the surrounding features.



BUILDING PERMIT APPLICATION

PLEASE NOTE: PERMIT FEES ARE DUE AT THE TIME OF APPLICATION.

201 W. Ash Street • Mason, MI 48854 • Phone: 517-676-9155

www.mason.mi.us email: elizabethh@mason.mi.us

RECEIVED

MAY 29 2019

CITY OF MASON
BUILDING DEPT.

Date	5/29/2019	Permit No. (Office Use Only)	PB19-0064
Project Name	Live Long Crossfit Signage		
Project Address (Street, City, State, Zip)	174 W Maple St, Mason, Michigan 48854		
Parcel ID	08-223-006		
Lot #/Subdivision			
Zoning District(s)	Zone C1 - Central Business District	Historic District?	<input checked="" type="checkbox"/> Y <input type="checkbox"/> N
Special Assessment Area	Riverwalk Meadows	Cedar Street	Temple Street
Flood Zone	No	FIRM Community Panel No.	
Project Description (Attach additional pages if necessary)	window perforated sign Building Sign Replacement		
Size of Structure	Valuation of Work \$ 1257.74	Permit Fee \$ \$25.00	
Primary Contact	<input type="checkbox"/> Owner	<input checked="" type="checkbox"/> Contractor	<input type="checkbox"/> Other (Specify)
Name	Its Yours Signs, Apparel & More		
Address	306 S. Cedar St. Mason, MI 48854		
Telephone	517-676-7003	Email	JNANG@ITSYOURSSIGNS.COM
If different than above:			
Contractor Name	Johnathan Nang	Contractor License #	
Contractor Address			
Contractor Telephone		Email	

APPLICANT CERTIFICATION

NOTICE: This permit becomes null and void if work or construction is not commenced within six months, or if work or construction is suspended or abandoned for a period of six months at any time after work is commenced. A true copy of the plans of said structure is attached. It is understood that all provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. "Section 23a of the Michigan Construction Code Act of 1972 (1972 PA 230, MCL 125.1523A) prohibits a person from conspiring to circumvent the licensing requirement of this State relating persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subject to civil fines." By execution of this application, the person signing represents that the information provided and the accompanying documentation is, to the best of his/her knowledge, true and accurate. In addition, the person signing represents that he or she is authorized and does hereby grant a right of entry to City officials for the purpose of inspecting the premises and uses thereon to verify compliance with the terms and conditions of any permit or approval issued as a result of this application.

Signature

Johnathan Nang

Date

5/29/2019

APPLICATION MATERIALS – Applicants should review Section 94-95 of the Mason Code for a complete listing of application requirements. Incomplete applications will not be processed. The following is a summary of materials that must accompany a completed building permit application:

- Completed application form
- Permit fee
- Plans on CD/Jump Drive (COMMERCIAL PROJECTS ONLY)
- Site plan, including the following (as necessary):
 - Boundary line survey
 - Location, setbacks, dimensions, and height of existing and proposed structures
 - The existing or intended use
 - The proposed number of sleeping rooms
 - Location of utility lines, wells, and septic drain fields
 - The yard, open space and parking area dimensions
 - Street grades, proposed finished grades and contour changes (where changes are proposed)
 - Location of regulated waterways, floodplains or wetlands
 - Legal description (as necessary)
- Proof of ownership/owner authorization
- Construction schedule for proposed project
- Construction calculations for utilities
- Any other information deemed necessary to determine compliance with building codes and city ordinances

FEES -- Fees are due at the time of application. A complete listing of fees can be found in the Directory of Charges online at www.mason.mi.us under Forms and Reports.

Permit for the excavation, the erection, addition, or alteration of any structure	\$50 Minimum fee for the first \$5,000 of construction cost plus \$6 for each additional \$1,000 of construction cost
Manufactured Housing/Mobile Home Placement	\$125
Special Inspection/Re-inspection	\$50
Residential Razing Permit	\$150
Fee for construction without a permit	1.5 times the permit charge
Roofing (roof-over only)	\$50
Re-roofing (tear off and new roof)	\$100
Siding permit	\$50
Sign permit	\$ 4.00 per \$1,000 of construction and erection cost with \$25.00 minimum permit fee.
Swimming Pool	\$75

FOR DEPARTMENTAL USE ONLY

ZONING REVIEW

Existing Structure or Use: Conforming ___ Non-Conforming ___
 Proposed Structure or Use: Conforming ___ Non-Conforming ___ Variance Granted ___ Date ___
 Historic District Commission Review Required: yes ___ no ___ Date Approved ___
 Approved ___ Denied ___ Official/Administrator ___ Date ___
 Special Conditions _____

BUILDING REVIEW

Sidwell No. _____ Assessed Value of Structure \$ _____
 Application Accepted By _____ Date _____ Permit No. _____
 Occupancy/Use Group _____ Code _____
 Soil Erosion Permit No. _____ Change of Use/New Use ___ Tap in Fee _____
 Building Permit Fee _____ Total Fee Received _____ Receipt No. _____
 Approved ___ Denied ___ Official/Administrator ___ Date ___
 Special Conditions _____

Sec. 58-127. On-premise signs.

(a) Residential (RS-1, RS-2, RS-3, R2F, MH and RM) and single-family agricultural (AG) zoning districts.

(1) *Home occupation signs.* One non-illuminated sign shall be permitted on the parcel for the purpose of advertising a home occupation. Said sign shall not exceed four square feet in sign area and shall be a wall sign affixed flat against a building wall unless the sign is recognized as a historic marker consistent with section 58-3(11) of this chapter.

(2) *Farm enterprise signs.* A farm enterprise consisting of one or more contiguous parcels shall be permitted to use the following:

a. One freestanding sign for the purpose of identifying or advertising the farm. Freestanding signs permitted in this subsection shall have a sign area of not more than 34 square feet, and an overall height of not more than eight feet.

b. Wall signs placed flat against a building for the purpose of identifying the owner, operator, and/or name of a farm enterprise. Such signs shall be permitted up to a size equivalent to one and one-half square feet of sign area for each one lineal foot of wall width.

c. Seed plot signs in compliance with section 58-130(9).

(3) *Housing development signs.* Housing developments shall be permitted not more than two freestanding signs per street entrance. Said signs shall not exceed 40 square feet in combined sign area, shall not exceed six feet in height and shall comply with the following:

a. Where two freestanding signs are utilized, only one sign face shall be used per sign.

b. Where one freestanding sign is utilized, the sign may have two sign faces.

(4) *Institutional signs.* Educational institutions, religious institutions, child care centers, human care facilities, privately owned cemeteries, privately owned parks, and privately owned golf courses and country clubs shall be permitted one wall sign and one on-premise freestanding sign in accordance with the following:

a. The sign area of a wall sign shall not exceed one and one-half square feet for each one lineal foot of wall width.

b. A freestanding sign shall have a sign area of not more than 34 square feet and an overall height of not more than eight feet.

(b) **Commercial (C-1 and C-3) zoning districts.**

(1) **Window signs.** Window signs shall be permitted up to a size equivalent to 30 percent of the total window pane area.

(2) *Freestanding on-premise signs.*

a. Number. One freestanding on-premise sign shall be permitted per parcel. A second on-premise freestanding sign will be permitted if the subject parcel has frontage on more than one public street, provided there shall not be more than one sign on any single street.

b. Height. The overall height of any freestanding sign, measured from grade to the highest part of the sign, shall not exceed 20 feet.

c. Area. The maximum allowable sign area is 30 square feet.

(3) **Wall signs.**

a. Number. One wall sign shall be permitted per each ground level store front. A second wall sign will be permitted if the subject tenant/owner is located in a ground level store front and has frontage on more than one public street, provided there shall not be more than one sign on any single street.

b. Area. Wall signs shall be permitted up to a size equivalent to one and one-half square feet of sign area for each one lineal foot of wall width up to a maximum of 30 square feet.

c. Multi-tenant buildings.

1. For ground level store fronts, the allowable sign area for each individual tenant sign will be determined based on the length of the outside wall that tenant unit occupies in accordance with the requirements for sign area in subsection (3)b.

2. For tenants without store fronts, including all tenants not located on the ground floor, one sign per tenant shall be permitted not exceeding three square feet in sign area and located within 18 inches of the outside building entry door.

(4) *Projecting signs.* Projecting signs shall be permitted in the C-1 zoning district only.

a. Number. One projecting sign shall be permitted per ground level business having a distinct and separate storefront. A street level business may be permitted a second projecting sign, provided the business has storefront frontage on more than one public street provided there shall not be more than one sign on any single street.

b. Clearance and height. For a projecting sign, including structural components and ornamentation, there shall be a minimum of eight feet clearance above a pedestrian walkway and the sign shall not exceed a height of 14 feet above grade.

c. Area and projection. The sign area of a projecting sign shall not exceed six square feet. No part of a sign, sign structure or ornamentation shall project farther than three feet from the face of the building.

d. Structural and ornamental components. The area of structural and ornamental components, including brackets, scrolls, polls and finials, shall not exceed 50 percent of the sign area.

(5) Sidewalk signs may be permitted pursuant to section 58-130(7).



Building Permit Inspections

City of Mason

201 W. Ash Street

Mason, MI 48854

(517) 676-9155

Residential Permits

Permit # P09-0016, issued to ITS YOUR SIGNS, for work to be completed at 174 W MAPLE ST, requires that the following inspections be completed and approved in accordance with the provisions of the Michigan Residential Code, 2015 Edition.

- ☐ 1. Footing inspection
- ☐ 2. Foundation inspection
- ☐ 3. Floodplain inspection (as required)
- ☐ 4. Energy Efficiency inspection (Insulation)
- ☐ 5. Frame and Masonry inspection
- ☐ 6. Roof Deck inspection
- ☐ 7. Other inspections: _____
- ☐ 8. Fire-resistance-rated construction inspection
- ☐ 9. Final inspection

Inspection requests must be received at least 24 hours in advance: however, requests received before 9:00 a.m. will be considered same day as the inspector's schedule allows.

To schedule an inspection, contact the Reception Desk at (517) 676-9155.

Failure to schedule a required inspection will result in the issuance of a Municipal Civil Infraction violation notice. The minimum fine for a violation notice is \$75. It is the responsibility of the applicant to complete the project and ensure that all work has been approved and finalled.

**** All inspections will take place in the afternoon****

Special Conditions, as listed on the permit:

Building Inspector

**CITY OF MASON**

201 WEST ASH
MASON, MI 48854
5176769155
5176761330

Invoice For Permit: PB19-0066

Print Date: 05/29/2019


ITS YOUR SIGN APPAREL & MORE PART
306 S Cedar St
Mason MI 48854

Pay by Account In Full



Pay by Account In Full

\$ 25.00

Invoice No		Invoice Date	Permit Number	Address	Amount Due	
		00004076	05/29/19	PB19-0066	174 W MAPLE	\$ 25.00
Fee Details:	Quantity	Description	Amount Cost		Balance	
	1250.000	SIGNS	\$25.00		\$ 25.00	
Total Amount Due					\$ 25.00	

PAID**MAY 29 2019****CITY OF MASON**

Building Sign Parallel to Park St



72" X 18"

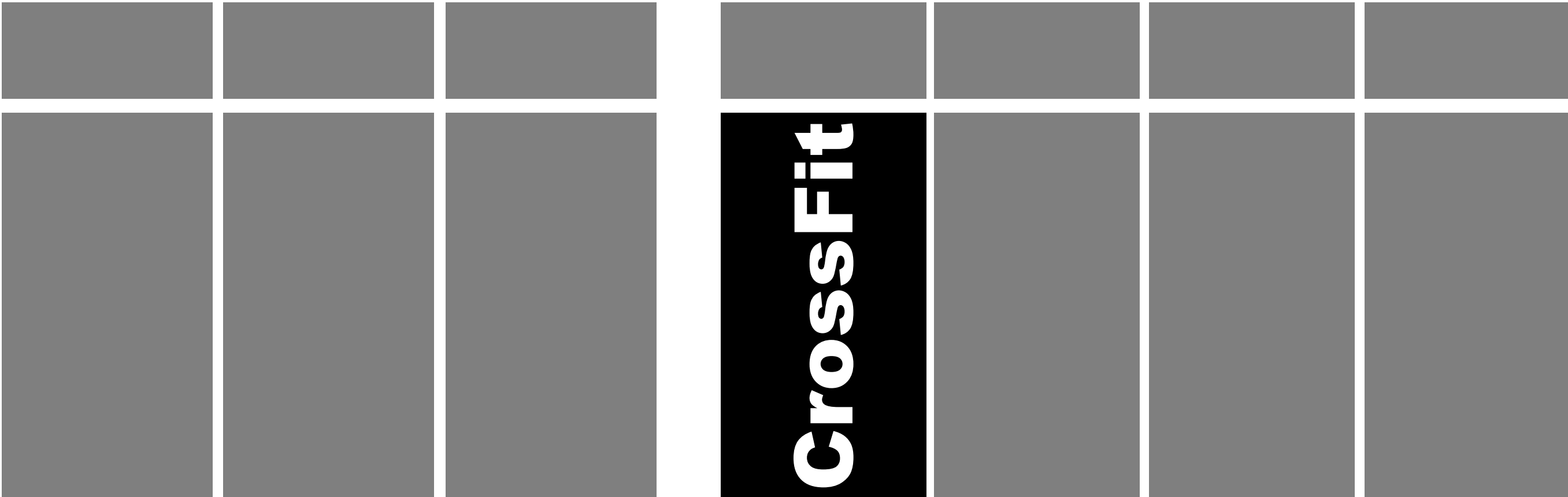
WINDOWS PARALLEL TO S PARK ST

Top window measurements

50.250in X 23in

Top window measurements

49in X 23in



bottom window measurements

bottom window measurements

50.250in X 92in

(Individual Window Measurement)

49.000in X 92in

(Individual Window Measurement)

30% MAX measurement : 27.6" Height X 50.250"W

30% MAX measurement : 27.4"Height X 49"W

window sign will measure 49" X 92" (1 total)
measurements are within compliance

Building Sign Parallel to Maple St



72" X 18"

WINDOWS PARALLEL TO W MAPLES ST

Top window measurements

54.75in X 23in



bottom window measurements

54.750in X 92in

(Individual Window Measurement)

30% MAX measurement : 27.6" Height X 54.750"W

window sign will measure 54.750" X 27" (6 total)
measurements are within compliance

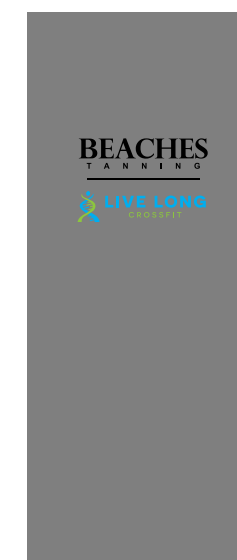
Sec. 58-127. On-premise signs.

b) Commercial (C-1 and C-3) zoning districts.

(1) Window signs. Window signs shall be permitted up to a size equivalent to 30 percent of the total window pane area.

CUSTOMER ENTRANCE

30.75" X 76"



30.75" X 76"

(Individual Door Measurement)

30% MAX measurement : 701 sqin

Door signage will measure
18" X 11.5"

Total Used is 207 sqin

