

Village of Oxford Planning Commission Agenda
Council Chamber- 22 W. Burdick St., Oxford MI, 48371
Tuesday, September 6, 2022, 7:00 P.M.

Public input will be allowed during Item 9, Public Comment. Public may voluntarily state their name and address for the record. In adherence to the Open Meetings Act, this time is for commissioners to hear comments from the public and not to engage in discussion with the public. Each person will be allowed an opportunity to speak for no more than 3 minutes. All comments will be addressed to the Chairman.

1. Call to Order by Chairman Justin Ballard at 7:00 pm
2. Respects to the Flag
3. Roll Call: Kelly Arkles, Justin Ballard, Scott Flynn, Maureen Helmuth, Michelle McClellan, Jon Nold, Leslie Pielack.
4. Public Comment
5. Approval of Agenda: September 6, 2022
6. Approval of Minutes: August 16, 2022
7. Correspondence:
8. New Business:
9.
 - a. **PC #22-11: Sign Permit Application. Internally Illuminated Wall Sign. PID# PO-04-27-202-014. Applicant Julie Nash-Flanders, Nash Flanders Law, 4 W. Burdick St. Zoning: C-1 Core.**
 - b. **Discussion regarding internally illuminated signs and PC approval vs. administrative approval.**
10. Old Business:
11. Public Comment:
12. Consultant & Administration Comments:
13. Commissioner Comments:
 - Oxford Township Planning Commission Update
 - ZBA Update
 - DDA Update
14. Adjournment:

VILLAGE OF OXFORD
PLANNING COMMISSION
August 16, 2022 - 7:00 p.m.
REGULAR MEETING MINUTES

Meeting Location • 22 W Burdick Street, Oxford, MI • Tel: (248) 628-2543
www.thevillageofoxford.org

1. CALL TO ORDER

Chairman Justin Ballard called the meeting to order at 7:00 p.m.

2. RESPECTS TO THE FLAG

ROLL CALL: Members Present: 7. Kelly Arkles, Justin Ballard, Scott Flynn, Maureen Helmuth, Michelle McClellan, Jon Nold, Leslie Pielack. Absent: 0. Staff Present: Village Manager Joe Madore, Recording Secretary Tere Onica, McKenna Planner Mario Ortega.

3. APPROVAL OF AGENDA: Meeting Agenda August 16, 2022.

MOTION: by McClellan/Helmuth to approve the August 16, 2022, agenda as presented. All in favor. Motion adopted.

4. APPROVAL OF MEETING MINUTES: May 3, 2022, Regular Meeting Minutes.

MOTION: by Flynn/Arkles to approve the Village of Oxford May 3, 2022, Planning Commission regular meeting minutes as presented. All in favor. Motion adopted.

5. CORRESPONDENCE: None.

6. NEW BUSINESS:

- a. **PC-22-10, Cloud Cannabis, (MJ 22-01) 20 Church St. PID# PO-04-22-455-004, I-1 Industrial Zoning. Applicant Pinebrook Warren, LLC d/b/a Cloud Cannabis. Property Owner, Ron Bostick of Ronco Tower, LLC.**

Applicant John McCloud and Justin Dunaskiss made introductory comments on meeting and exceeding requirements for the site plan giving family-owned business background. McKenna Planner, Mario Ortega reviewed Site Plan #3, McKenna review letter dated August 9, 2022. Comments on site location, existing conditions, proposed and applicable standards of the Adult-Use Marijuana Facility Ordinance as outlined in review letter. Recommendation to grant site plan approval was contingent upon conditions noted in the McKenna August 9th review letter.

Commissioners discussed the snowplow area showing the outside property line on the site plan, with concern for adjacent property owners. The retention pond is in proximity of DNR property, with concern expressed over the height difference between the Church Street property and fencing along the Polly Ann Trail. The applicant responded that there will be a new, upgraded detention pond for water run-off. Distance from schools is sufficient at 1,500 feet; signage dimensions shown were not part of the site plan approval as a sign permit application is required. The roll down steel door will be removed as stated by Mr. McCloud. Landscaping recommendations were made to replace ground cover, trees, and shrubs with an emphasis on using native Michigan plant materials for optimal landscaping and maintenance; commissioner Pielack offering guidance to applicant in selection of plant materials. The applicant was agreeable

to comply with recommendations and willing to address concerns over water run-off and snow plowing impact to adjacent properties.

MOTION: by Ballard/McClellan to grant approval for PC 22-10, Cloud Cannabis, (MJ 22-01) 20 Church St. PID# PO-04-22-455-004, I-1 Industrial Zoning contingent upon items (1)-(4) as noted on page (4) of the McKenna review letter dated August 9, 2022.

1. A revised landscape plan that includes any revisions as requested by the Planning Commission, if applicable.
2. Approval of an odor control/mechanical plan by a licensed inspector during the building permit process that is in compliance with Section 4.1.29(D)(2).
3. Approval of the Security Plan by Police Chief Solwold.
4. Any additional requirements of the Village Engineer.

Roll Call Vote: Ayes: 6. Arkles, Flynn, Helmuth, McClellan, Pielack, Ballard.
Nays: 1. Nold. Absent: 0. Site Plan PC-22-10 is approved with conditions noted.

7. **OLD BUSINESS:** None.

8. **PUBLIC COMMENT:** None.

9. **CONSULTANT & ADMINISTRATION COMMENTS:** None.

10. **COMMISSIONER COMMENTS:**

Oxford Township Planning Commission- Nothing to report.

ZBA Update-no meeting.

DDA-Update from Village Manager.

11. **ADJOURNMENT:** With no further business to discuss, meeting adjourned.

MOTION: by Helmuth/McClellan to adjourn at 7:30 p.m. All in favor. Motion carried.

Respectfully submitted,
Tere Onica, Recording Secretary



Memorandum

TO: Planning Commission
Village of Oxford

FROM: Mario A. Ortega, AICP

SUBJECT: Sign Design Review – 4 W. Burdick St / Nash Flanders Law

DATE: August 30, 2022

Signarama on behalf of business owner Julie Nash-Flanders has applied for a sign permit to install one (1) internally illuminated wall sign for Nash Flanders Law office at 4 W. Burdick Street. The sign is proposed to be 19 square feet (SF) in area located on the building's west or rear elevation facing the public parking lot. The business is located in the C-1 Core zoning district.

Section 7.4.8(F)(1)(a)(1) states the maximum size of a wall sign shall be 30 SF. The sign meets the dimensional and locational requirements of the Zoning Ordinance.

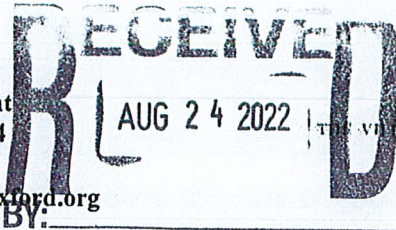
Section 7.4.8(F)(1)(b) requires that internally illuminated signs in the C-1 Core zoning district receive design approval from the Planning Commission. The proposed sign is a box or cabinet sign with a black opaque aluminum face. The text will be cut out of the aluminum face and white acrylic will allow the light from the internal LEDs to shine through and illuminate the text.

The design is a standard box style however, it does not use a clear or white plastic face with contrasting opaque letters to create the effect of a square fully illuminated box. Rather, the proposed sign will only allow for the text to be illuminated, greatly reducing the lit area. The result is a style similar to a channel cut letter sign. The design is clean, and the text has a modern simplicity and is attractive. The sign style is in keeping with the overall design aesthetic encouraged in the Village.

The illumination of the text does not have as much of an impact on driver visibility as background illuminated box sign. However, to ensure the illumination is not excessive, we recommend a dimmer be installed to control the sign's luminance level. As noted previously, luminance is the amount of light that is emitted from a particular area in a given direction and is measured in candela per square meter (cd/m²) or NITs.

We recommend the Planning Commission grant approval for the proposed sign based on a style which is in keeping with the design standards of the Village. Any approval should be contingent upon the installation of a dimmer control module. We recommend the luminance level not exceed 100 cd/m² from dusk to dawn.

VILLAGE OF OXFORD
Building Services Department
22 West Burdick, P.O. Box 94
Oxford, MI 48371-0094
E-Mail: office@thevillageofoxford.org
248-628-2543



C-1 core

SIGN PERMIT APPLICATION

Application is hereby made for a permit to **INSTALL/ALTER** a sign on the following property:

1. Application and Review fees must be included with application
2. Two (2) sets of plan are required – per Chapter 4 (Sign Ordinance).

LOCATION: 4 W. Burdick, Oxford Sidwell# _____

Name of Business: Nash Flanders Law

Name of Business Owner: Julie Nash-Flanders Owner Phone: (248)431-8900

Contractor Name: Signarama License/Expiration date: _____

Address: 5875 New King Ct, Troy, MI City: _____ State: _____ Zip: _____

Phone: (248) 209-5143 Email: ~~Kelly@nashflanders.com~~

Applicant's Signature: *Julie Nash-Flanders* (on behalf of Signarama with permission) Kelly@michigansignshops.com

Type of Sign (Fill in Only Those that Apply)

GROUND _____ Sign Area: _____ Height: _____

ILLUMINATED
32" x 84" x 6"

(not including base or supports)
(including base or supports)

WALL 2 Sign Area: #1 → 32x84 Linear Width of Storefront or Building Frontage will have tomorrow am.
Area of any existing or proposed projecting signs: _____

WINDOW _____ Sign Area: _____ Dimensions of window(s) _____

PROJECTING _____ Sign Area: _____ Area of any existing or proposed wall signs: _____

MARQUEE _____ Sign Area: _____
PLEASE NOTE THAT MARQUEE SIGNS REQUIRE PLANNING COMMISSION APPROVAL

TEMPORARY BANNER _____ Sign Area: _____ Proposed dates of display: _____

A-FRAME _____ Sign Area: _____ Height: _____ Materials: _____

Updated 06/30/20

SPECIAL LAND USE

Special Land Use approval is required for proposed signs that do not meet the specific requirements of the Ordinance. Special Land Use requires Planning Commission approval after a public hearing.

Do you wish to apply for Special Land Use approval? ☒ No ☐ Yes

PC DESIGN APPROVAL

Planning Commission Design approval is required for all internally illuminated signs in the C-1 Core and C-1 Transition zoning districts.

Do you wish to apply for PC Design Approval? ☐ No ☒ Yes

FOR 1 SIGN ONLY #1

ADDITIONAL REQUIREMENTS

- Attach a drawing of the location of the sign(s) on the building and/or site.
- Attach a picture of the proposed design of the sign (placeholders may be used if content has not yet been determined).
- All permanent signs must be approved by the Building Department prior to installation.
- Inspection will be required when installation is complete. Contact Village of Oxford to schedule the inspection.

FEES

Application Fee\$15

Permit Fee per sign.....\$85

Contractor Registration Fee\$15

Special Land Use Fee (if needed)\$300

Public Hearing Fee (for SLU)\$150

PC Design Approval\$150

TOTAL FEES: \$150 (?)

☐ APPROVED ☐ DISAPPROVED

Signature of Building Inspector

Date

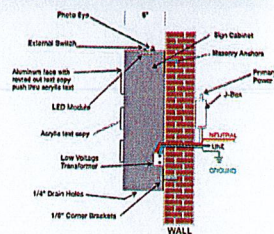
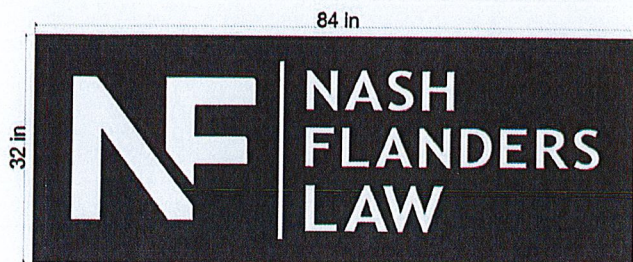
Nash Flanders Law
Install

S40428

Troy / Metro Detroit
Signarama
The way to grow your business.

248-585-6880 | michigansignshops.com | 1017 Naughton Dr. Troy, MI 48063

SIGN #1 - (Hudson St. Elevation)



DETAILS

6" Deep Internally Illuminated Sign Cabinet

- .125" routed aluminum face with 1/2" thick push thru acrylic text copy
- background will not light up only text will
- cabinet frame painted black

19 SF

CLIENT APPROVAL: By signing this proof I approve the size, quantity, spelling, color(s), & overall design. I understand that I am 100% responsible for any additional changes to my order after the date indicated on my approval.

HanleyLED

CC
constant
current

114
(lm/W)

1
AND
DONE

QC
quality
components

IBC
identical
bin codes

1 bag = (1) 100w driver

BRIGHT



PF-2080

BRIGHTEST



PF-4180

BRIGHTER



PF-3120

PHOENIX SERIES SPACING CHART

LED MODULE	DEPTH	SPACE BETWEEN ROWS	SPACE BETWEEN MODULES
PF-2080	2.5"	SINGLE STROKE 6" MULTIPLE STROKE 5"	6"
	3"	SINGLE STROKE 8" MULTIPLE STROKE 6"	6.89"
	4"	SINGLE STROKE 10" MULTIPLE STROKE 8"	6.89"
	5"	SINGLE STROKE 13" MULTIPLE STROKE 10"	6.89"
	6"-10"	SINGLE STROKE 15" MULTIPLE STROKE 10"	6.89"
PF-4180	3"	SINGLE STROKE 8" MULTIPLE STROKE 6"	7"
	4"	SINGLE STROKE 10" MULTIPLE STROKE 8"	7"
	5"	SINGLE STROKE 14" MULTIPLE STROKE 10"	7.52"
	6"	SINGLE STROKE 18" MULTIPLE STROKE 15"	7.52"
	7"	SINGLE STROKE 22" MULTIPLE STROKE 15"	7.52"
	8"-12"	SINGLE STROKE 24" MULTIPLE STROKE 18"	7.52"
PF-3120	3"	SINGLE STROKE 8" MULTIPLE STROKE 6"	7"
	4"	SINGLE STROKE 10" MULTIPLE STROKE 8"	7"
	5"	SINGLE STROKE 14" MULTIPLE STROKE 10"	8"
	6"	SINGLE STROKE 16" MULTIPLE STROKE 12"	8"
	7"	SINGLE STROKE 18" MULTIPLE STROKE 12"	8"
	8"-12"	SINGLE STROKE 20" MULTIPLE STROKE 16"	8"

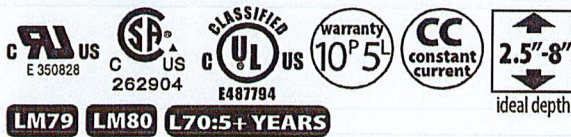
Note: Spacing may vary depending on face material and desired brightness

HanleyLED

HanleyLED PF-2080 Spec Sheet

Phoenix Series

PF-2080



Features

- Brighter signs with less power (114 lm/watt)
- Energy efficient & constant current
- Premium components, high efficiency chips, and great heat dissipation for longer, reliable life.
- 14" max stroke
- Guaranteed life over 50,000 hours
- Identical Bin Code-One Color Guarantee
- HanleyPRO Layout Creator at hanleyledsolutions.com

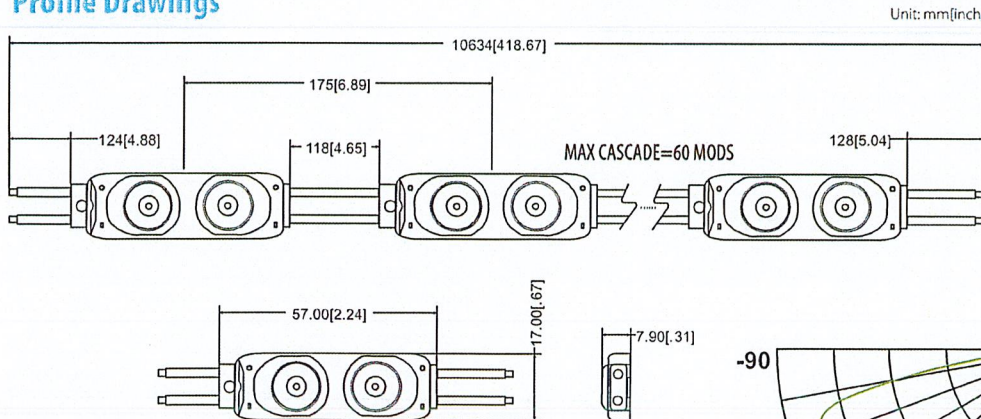
Specifications

Viewing Angle	170° Phoenix Wing Optics
Input Voltage	12vDC
Watts	.8w/mod (1.39w/ft.)
Luminous Efficacy	114 (lm/W)
Modules/Foot	1.74/ft. fully stretched
Protection Grade	IP65 water proof
Packaging	Anti-static bag, 120 modules (69 ft)/bag
Warranty	10 Year (Product) / 5 Year (Labor)
Operating Temp.	-40° ~ +60 °C / -40° ~ +140 °F
Storage Temp.	-40° ~ -70 °C / -40° ~ +158 °F
Cascade	60mods single-ended power feed 120mods double-ended power feed

Color	Part#	Color Temp	Lumens
Pure White	HLED-PF2080	7000K	91 lm/mod (158 lm/ft.)
Red	HLED-PF2080R	620-625nm	20 lm/mod (34 lm/ft.)
Orange	HLED-PF2080-OR	600-610nm	16 lm/mod (27 lm/ft.)
Amber	HLED-PF2080Y	590-595nm	12 lm/mod (20.9 lm/ft.)
Blue	HLED-PF2080B	460-470nm	8 lm/mod (13.9 lm/ft.)
Green	HLED-PF2080G	520-530nm	44 lm/mod (76.5 lm/ft.)

*All color modules now have a solid color coded wire to make color identification easy.

Profile Drawings



	MAX POWER SUPPLY LOAD					
MODEL	35W	60W	100W	120W	150W	240W
PF-2080	43mods	75mods	124mods	150mods	186mods	300mods

1
AND
DONE

1 bag = (1) 100w premium power supply

Light Distribution

