

VILLAGE of LAWTON
VILLAGE COUNCIL/PLANNING COMMISSION JOINT MEETING
125 S MAIN St, Lawton, MI 49065
TUESDAY, APRIL 23RD, 2024 – 6:00 P.M.
please silence your cell phones

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. PLEDGE OF ALLEGIANCE**
- IV. CONSENT AGENDA**
 - A. Approval of the April 23, 2024 Council Agenda
 - B. Approval of the March 26, 2024 Council Meeting Minutes
- V. COMMUNICATIONS AND CORRESPONDENCE**
- VI. CITIZENS' COMMENTS – (Please keep comments to 3 minutes)**
- VII. PUBLIC HEARINGS / APPOINTMENTS**
- VIII. OLD BUSINESS**
- IX. NEW BUSINESS**
 - A. Progressive AE Presents Zoning Ordinance Revisions.....Discussion
- X. COUNCIL COMMENTS**
- XI. ADJOURNMENT - NEXT REGULAR MEETING DATE – *May 14, 2024***

The Village of Lawton follows the Americans w/ Disabilities Act of 1990. Individuals with disabilities planning to attend this meeting and require accommodations, or those who have questions regarding the accessibility of this meeting or the facilities, are requested to contact the Village Clerk, at (269) 624-6407 or brathbun@lawtonmi.org to allow the Village to make reasonable accommodations. If you have questions or comments, and you are unable to make the meeting, forward to the Village Manager at thackenberg@lawtonmi.org



Village of Lawton
VILLAGE COUNCIL
REGULAR MEETING
125 S. MAIN, LAWTON MI 49065 269.624.6407
Tuesday April 9, 2024
MINUTES

- I. **Call to Order:** President Appleby called the April 9 2024, meeting of the Lawton Village Council to order at 7:00 p.m.
- II. **Roll Call:** *Present:* Appleby, E. Dudek, Peterson, Turner, G. Dudek, Tanis, Smith *Absent: Others Present:* Village Manager Hackenberg, Clerk Rathbun, Police Chief Cordes, and four guests.
- III. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
- IV. **Consent Agenda:** The Consent Agenda included the approval of the April 9 Council Agenda, the March 26, 2024 Council Meeting Minutes, and approval of the March 2024 disbursements in the amount of \$186,341.67. Peterson made a motion to approve the Consent Agenda with addition of item D. under New Business: to Consider approval of Kalin Construction Bid for Water Service Project in the amount of \$101,858.00, supported by Turner. A unanimous roll call vote approved the motion.
- V. **Communications, Correspondence, and Presentations:**
- VI. **Citizen Comments:**
 - A. R. Turner wanted to bring up a Memorial Day parade. They are thinking of meeting at the corner of Railroad and Second St, and taking second street to the cemetery. Council agreed that with a portion of Nursery St blocked off long enough to have the parade, this was possible and Turner could continue with the planning. Residents are encouraged to reach out to the American Legion for more details.
- VI: **Public Hearings/Appointments/Proclamations:** None.
- VII. **Old Business:** None.
- VII: **New Business:**
 - A. President Appleby brought the MML Pool Renewal in the amount of \$44,796.00 to the floor. This is an overall increase since last year of \$1,775.00, this increase is due entirely to the \$3,000,000.00 increase in property values resulting from the updated Appraisal that was completed for this year. E. Dudek made a motion to accept the MML pool renewal in the amount of \$44,796.00, seconded by Tanis. A roll call vote was taken with all in favor and none opposed. Motion carried.
 - B. President Appleby brought the potential White Oak Property Tech Center project with the school to the floor for discussion. Village Manager Hackenberg stated he is going to

double check on the garage as that is all that the tech center did not include in their plan, however, it would be required under the zoning for that area. Hackenberg stated even if we do not donate the property to the Tech Center to build a house, we should at least consider selling that portion of the property as the Village does not have any projects in mind for it, aside from a potential right of way through a portion of it. Hackenberg will look into seeing what this lot is worth, and get some more questions answered, and bring it back to a future meeting with more details.

- C. President Appleby brought the Quote from System Specialties in the amount of \$16,280.00 to the floor. This quote is for Victaulic Butterfly Valves for the water sewer treatment plant. Village Manager Hackenberg stated we don't have any spares and the current parts are getting old, and requiring more manual labor with the actuator broken. This part is a valve and actuator that assists with water entering and exiting the waste water tanks. Peterson made a motion to accept the quote from System Specialties in the amount of \$16,280.00, seconded by G. Dudek, a roll call vote approved the motion with all in favor and none opposed. Motion carried.
- D. President Appleby brought the Water Service Project Bids to the floor. Wightman Engineering recommends going with the low bidder, Kalin in the amount of \$101,858.00. Village manager Hackenberg stated that when we sent this out for bids, we received two back, Kalin being the low bid. This will take the water from the curb stop into the homes, which is a new requirement under the Lead and Copper bill. E. Dudek made a motion to accept the bid from Kalin in the amount of \$101,858.00, in order to replace the water service lines between curb stops and homes on Main St. seconded by Smith. A unanimous roll call vote approved the motion.

VIII: Board, Committee, and Staff Reports:

- E. Village Manager Hackenberg reported that he has been in contact with Welch's for the new fire suppression system. Hackenberg reported 2.4 mil gallons waste water were treated last month, and our treatment system is at 30% capacity for the plant. Hackenberg is looking into renting a vac truck for a month for current projects in town. Hackenberg stated that we have 5-6 services left to inspect and locate for the DSMI project. He also said construction kicks off on Main street on Monday, April 15. Hackenberg stated for the Reid's Corner project, we only got two of the necessary bids, so we cannot yet begin that project. The Village Manager also stated he was advised by Progressive AE to rebid that information in mid-summer and we will have better luck with getting a general contractor for the entire project. This will not impact the grant for Reid's Corner, as per the Grant administrator, Patrick Britton, we can send it back out with a broader timeframe update. Village Manager Hackenberg stated MDOT and Kalin had a kickoff meeting earlier this week, and they will have progress meetings every two weeks. Trustee E. Dudek suggested someone should come from the construction to the next meeting. Hackenberg stated that he had a meeting today on the DNR park grant and it looks ok to continue, though there were things paid for that were not sent into DNR. We are moving on a forward path, the Village has already met our match for this grant, but he needs to get things tallied together with prices and get everything more organized. The next step is that Hackenberg is going to get the concrete pour scheduled. This upcoming Friday, there will be a meeting with Julia Turnbull on the Redevelopment Ready Communities' updates and to go over our next steps for that. Hackenberg stated that he would like to see the park closed this summer because of construction. We will have the water main tore up, and things, we will shut down the Splash Pad this summer, we are

also having the large tree taken down from the middle of Kids Dream this summer. Council agreed that due to the safety issue of construction, it should remain closed this summer.

- F. Rathbun reported nothing new to add.
- G. Chief Cordes Reported that calls and traffic stops had an average month overall. Lots of sick time was used this month. Toward the end of March there was a Lawton school threat that came in, originally as a bomb threat, and later as weapons coming in on a vehicle. They had several police, the fire department, and bomb dogs come in, and were able to keep the kids safe and calm, while determining there was no bomb within any of the school buildings, and later that the call was a hoax. The police were able track the threat to a 13-year-old from Ohio, who had a dispute with a Lawton student over a video game. The person who made the threat to Lawton schools, also made a threat at West Lake Ohio's school, and he is currently being charged with four felonies between Michigan and Ohio. Cordes reported that today he did a news release to News Three, to hopefully help deter this in the future as it does have very real consequences. Cordes reported he also spent a week at Okemos Chief's Conference, and he learned quite a bit. They are continuing on the blight clean up, and more properties are scheduled to be done over the next week or so. He stated that the Lawton PD cleanup has continued, and the evidence is now organized and signed off on. Cordes stated Hackenberg and he are going tomorrow to pick up the new patrol car. It will need to be detailed but most of the equipment is in the new patrol cars except for the radios. He also reported that the new police policies are still underway.
- H. Peterson reported that the Planning Commission met joint with the Village Council, and it was a great meeting to continue on the zoning ordinance review, and the next one will again not be the regular meeting, but, will be another joint meeting to hopefully conclude the zoning ordinance rewrite process.
- I. G. Dudek Reported the DDA met, and it was a quick meeting, but they discussed downtown during the construction this year.
- J. E. Dudek reported that the fireboard met and it was a regular meeting.
- K. L. Tone, the library director, reported that the Library had the hallway cleaned over Easter Weekend, she reported that the new drive-thru book drop appears to be a big hit. The library has an upcoming event on April 24 from 1-2PM they are very excited about. Les Caroll, author of This Troubled Ground will be coming into speak bout his book. Tone also reported that the Library has several events planned for Summer Reading despite construction. Kick off is planned for June 14th at 5:30PM, this event will be held in the firehall. Other events this summer will include Michigan Mysteries on July 17 at 6PM, the Biggest Little Baseball Museum from Three Oaks, among others with dates still to be determined.

IX: Council Comments:

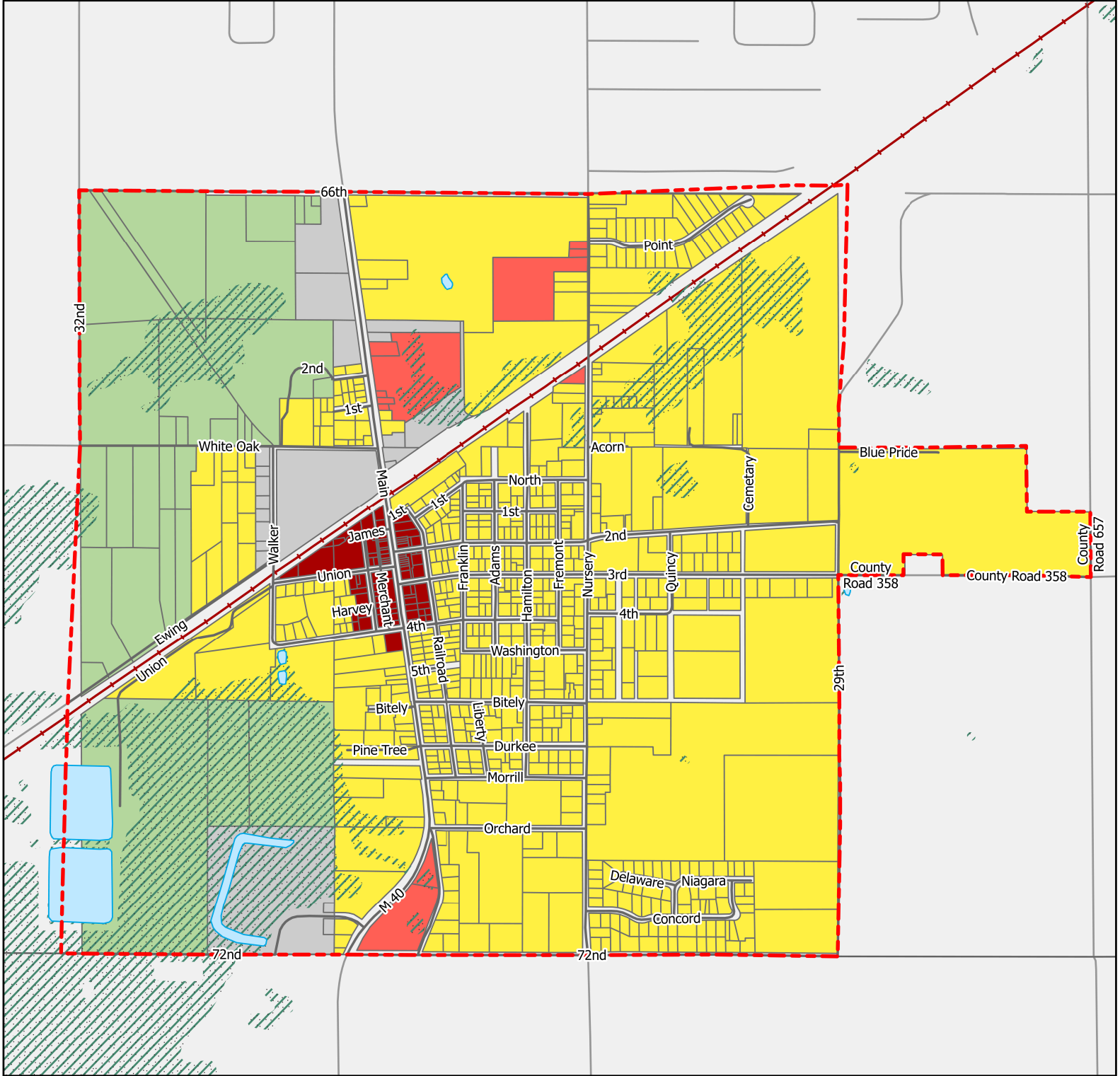
- a. President Appleby stated that council will be having a strategic planning meeting with Lew Bender from 9am to 1pm, then break for lunch, and from 1-3PM all staff will come in to do a DISC profile, and do some teambuilding exercises together.
- b. Appleby asked if there were any updates on the Washington house we gave a demolition permit for. Village Manager Hackenberg stated the landbank has it connected to another house in Hartford, and one in Bangor, which is slowing the process, but he should have more information after the next County Landbank meeting later this month.

- c. Trustee N. Smith suggested that she would like to see our police go in and talk to Ben Banfield about educating kids about the consequences these actions can carry, as well as to assure them that the person responsible for the threats was caught.

X. Adjournment: G. Dudek moved, with support from Turner to adjourn the Village Council Meeting at 8:10 p.m. Next council meeting to take place on April 23, 2024 at 6:00 PM.

Respectfully Submitted by,

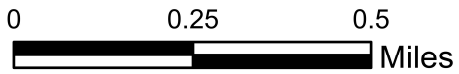
Brittany Rathbun
Village Clerk



Proposed Zoning Map

Village of Lawton, Van Buren County, Michigan














- LEGEND**
- R - Residential
 - MH - Residential Mobile Home
 - B-1 - Community Business
 - DD - Downtown District
 - I-1 - Industrial
 - AG - Agriculture



Data Source: Van Buren County GIS, 2022. Michigan Geographic Data Library, 2022. Progressive AE, 2022.



2014 Zoning Map Village of Lawton

-  r-1
-  r-2
-  r-3
-  r-m
-  r-t
-  rmh
-  b-1
-  b-2
-  cbd
-  i-1
-  i-2
-  os1
-  a-g



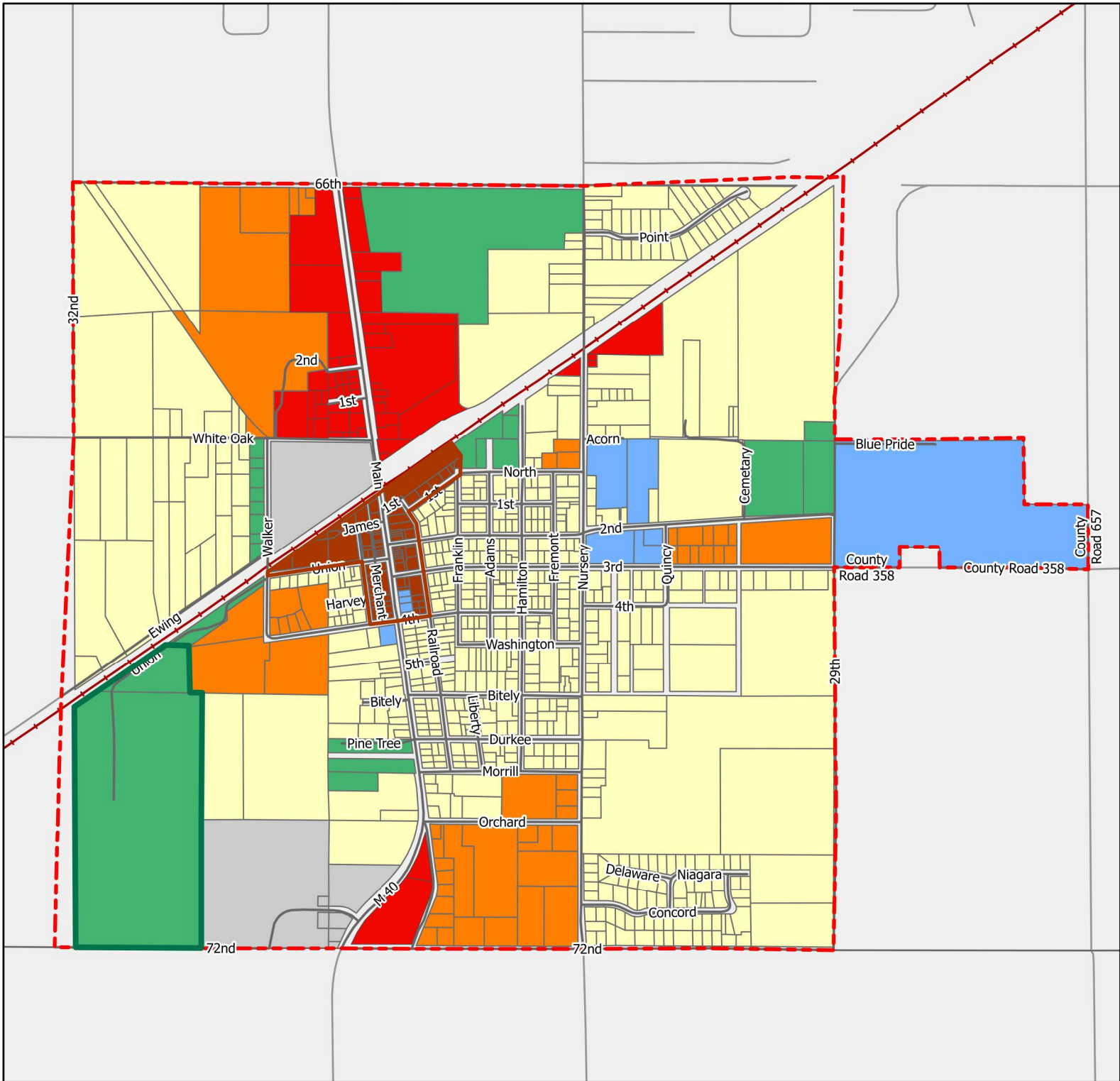
Van Buren County GIS
219 Paw Paw St.
Paw Paw, MI 49079
www.vbco.org

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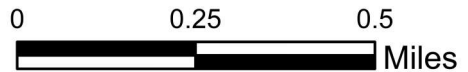


Future Land Use Map

Village of Lawton, Van Buren County, Michigan

LEGEND

- D - Downtown
- CI - Commercial/Industrial
- MRU - Mixed Residential Use
- R - Residential
- I - Industrial
- CO - Connection + Open Space
- P - Public/Institutional



Data Source: Van Buren County GIS, 2022. Michigan Geographic Data Library, 2022. Progressive AE, 2022.

ARTICLE 13 – SIGNS

Section 13.01. – Purpose and Intent.

- A. The intent of this section is to regulate the location, size, construction, and manner of display of signs and outdoor advertising in order to minimize their harmful effects on the public health, safety, and welfare. It is recognized that signs and outdoor advertising promote commerce and provide public information, and that a failure to regulate them may lead to a number of issues. This section has the following objectives:
1. To prevent the placement of signs in a manner that will conceal or obscure other signs, adjacent businesses, or clear vision areas;
 2. To provide reasonably scaled signs and sign messages at a number necessary to identify a business;
 3. To reduce visual distractions and obstructions to motorists traveling along, entering, or leaving streets;
 4. To promote a quality manner of display which enhances the character of the Village;
 5. To prevent the proliferation of temporary signs which might promote visual blight; and
 6. Promote economic development by allowing a fair opportunity for each property owner to attractively display their message cleanly and clearly.

Section 13.02. – Definitions.

- A. *Animated*. A sign employing actual motion or the illusion of motion. Animated signs, which are differentiated from changeable or electronic message signs as defined and regulated by this code, include the following types:
1. *Environmentally Activated*: Animated signs or devices motivated by wind, thermal changes, or other natural environmental input. Includes spinners, pinwheels, pennant strings, feather flags, and/or other devices or displays that respond to naturally occurring external motivation.
 2. *Mechanically Activated*: Animated signs characterized by repetitive motion and/or rotation activated by a mechanical system powered by electric motors or other mechanically induced means.
 3. *Flashing*: Signs whose illumination is characterized by a repetitive cycle in which the period of illumination is either the same as or less than the period of non-illumination. Flashing will not be defined as occurring if the cyclical period between on-off phases of illumination exceeds one (1) hour.
- B. *Awning*. A retractable or fixed shelter constructed on a supporting framework that projects from the exterior wall of a building.

- C. *Billboard*. An outdoor sign advertising services or products, activities, persons, or events which are not made, produced, assembled, stored, distributed, leased, sold, or conducted upon the premises upon which the billboard is located.
- D. *Business Center*. Any 2 or more businesses which:
1. Are located on a single parcel of property; or
 2. Are connected by common walls, partitions, canopies, or other structural members to form a continuous building or group of buildings; or
 3. Share a common parking area; or
 4. Otherwise present the appearance of a single, contiguous business area.
- E. *Mural*. A design or representation painted or drawn on a wall which does not advertise an establishment, product, service, or activity.
- F. *Reader Board*. A portion of a sign on which copy is changed manually.
- G. *Roof Line*. The top edge of a roof or parapet wall, whichever is higher, but excluding any cupolas, chimneys, or other minor projections.
- H. *Sign*: Any object, device, display, or structure, or part thereof, situated outdoors or indoors, which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination, or projected images; including the following sign types:
1. *Animated or moving*: Any sign or part of a sign that changes physical position or light intensity by any movement or rotation or that gives the visual impression of such movement or rotation, not including electronic message boards.
 2. *Banner*: A fabric, plastic, or other sign made of non-rigid material without an enclosing structural framework.
 3. *Bench*: A sign painted, located on, or attached to any part of the surface of a bench, seat, or chair placed on or adjacent to a public place or roadway.
 4. *Bulletin board*: A sign that identifies an institution or organization on the premises of which it is located and that contains the name of the institution or organization, the names of individuals connected with it, and general announcements of events or activities occurring at the institution or similar messages.
 5. *Construction*: A temporary sign erected on the premises on which construction is taking place, during the period of such construction, indicating the names of the architects, engineers, landscape architects, contractors or similar artisans, and the owners, financial supporters, sponsors, and similar individuals or firms having a role or interest with respect to the structure or project.

6. *Directional*: Signs limited to directional messages, principally for pedestrian or vehicular traffic, such as "one-way," "entrance," and "exit."
7. *Electronic message board*: A sign with a fixed or changing display/message composed of a series of lights that may be changed through electronic means.
8. *Government*: A temporary or permanent sign erected by the Village of Lawton, Van Buren County, the State of Michigan, or federal government either on public land or within the right-of-way.
9. *Ground*: Any sign, other than a pole sign, in which the entire bottom is in contact with or close to the ground and is independent of any other structure and which is up to six (6) feet in height.
10. *Identification*: A sign giving the nature, logo, trademark, or other identifying symbol; address; or any combination of the name, symbol, and address of a building, business, development, or establishment on the premises where it is located.
11. *Memorial*: A non-illuminated sign, tablet, or plaque commemorating a person, event, structure, or site.
12. *Marquee*: A sign that is mounted, painted, or attached to an awning, canopy, or marquee that is otherwise permitted by ordinance.
13. *Multi-tenant*: A freestanding sign identifying the name of a business center and/or one or more individual businesses.
15. *Placard*: A sign not exceeding 2 square feet which provides notices of a public nature, such as "No Trespassing", "No Hunting", "Closed", or "Open" signs.
16. *Pole*: A sign that is mounted on a freestanding pole or other support so that the bottom edge of the sign face is 6 feet or more above grade.
18. *Portable*: A sign that is not permanent, affixed to a building, structure, or the ground, such as an A-frame sign.
19. *Projecting*: A sign that is wholly of partly dependent upon a building for support and that projects more than 12 inches from such building.
21. *Roof*: A sign that is mounted on the roof of a building or that is wholly dependent upon a building for support and that projects above the top walk or edge of a building with a flat roof, the eave line of a building with a gambrel, gable, or hip roof, or the deck line of a building with a mansard roof.
22. *Special event*: A temporary sign containing public messages concerning special events sponsored by governmental agencies or non-profit organizations.
23. *Suspended*: A sign hanging down from a marquee, awning, or porch that would exist without the sign.

24. *Temporary*: A sign designed for use for a limited period of time to announce special events.
 25. *Wall*: A sign fastened to or painted on the wall of a building or structure in such a manner that the wall becomes the supporting structure for, or forms the background surface of, the sign and that does not project more than 12 inches from such building or structure, and the exposed face of which shall be on a plane parallel to the building wall to which it is attached.
 27. *Window*: A sign attached to, or in close proximity to, the window surface so as to be clearly and comprehensively visible from the outside.
 28. *Yard*: A sign of relatively impermanent construction manually placed in a yard and typically intended to announce or advertise an infrequent event such as, but not limited to, a garage sale; or to support a political candidate or political position; or the sale or rental of real property.
- I. *Sign area*: The entire face of a sign, including the advertising surface and any framing, trim, or molding but not including the supporting structure.

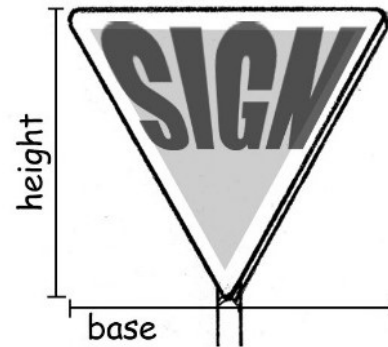
Section 13.03. – Sign Measurements.

A. Surface

Area.



Area = height x width



Area = 1/2 (base x height)

1. The area of a sign shall be measured as the area within a single, continuous perimeter composed of any straight line geometric figure which encloses the extreme limits of writing, representation, emblem, logo, or any other figure of similar character, together with any frame or other material or color forming an integral part of the display or used to differentiate the sign from the background against which it is placed, excluding only the structure necessary to support the sign.
2. Only one (1) face of a double-sided sign will be used to determine the area of the sign. The faces shall be back-to-back and no more than 2 feet apart at any point. Sign faces shall be counted separately if they are not the same size or have more separation.

3. For buildings with multiple tenants, the sign areas for wall signs, projecting signs and awning signs shall be determined by taking that portion of the front wall of the building applicable to each tenant and computing sign requirements for that portion of the total wall.

B. Height.

1. Sign height shall be measured as the distance from the highest portion of the sign to the finished grade of the ground immediately beneath the sign, excluding any artificially constructed earthen berms.
2. Clearance for projecting, awning, and canopy/marquee signs shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign, including any framework or other structural elements.
3. A sign shall not extend above the roof line of a building to which it is attached.
4. The permitted maximum height for all signs is determined by the sign type and the zoning district or use in which the sign is located.
5. Projecting, canopy, awning or other signs that are located at or above the first level of a building must be a minimum of 8 feet above the grade or sidewalk.

Section 13.04. – General Requirements.

- A. Condition and Maintenance. All signs and sign structures shall be properly maintained and kept in a good state of repair.
 1. Signs shall be maintained free of peeling paint or paper, staining, rust, or other condition that impairs legibility or intelligibility.
 2. Sign supports, braces, guys, and anchors shall be maintained in such a manner as not to cause a hazard.
 3. If signs are not properly maintained and/or pose a threat to the public health, safety, and welfare, the Village shall have the right to remove the sign. Accordingly, the Village shall pass all removal costs to the sign owner.
- B. Right-Of-Way. No sign shall be placed in the right-of-way except permitted awning, canopy and marquee signs with approval by the agency managing the right-of-way. Small temporary signs in the CBD Central Business District may be placed on the sidewalk during business hours in accordance with the provisions of this section, and provided the small temporary sign still allows four (4) feet of unobstructed sidewalk clearance. Signs in the right-of-way shall be insured by the sign owner.
- C. Clear Vision Area. No sign above three (3) feet shall be placed in any required clear vision area.
- D. Illumination. Internal and external illumination of signs shall be permitted for all signs except where expressly limited or prohibited.

1. Unless further regulated elsewhere in the ordinance, sign illumination shall be opaque background with internally lit lettering, facelit channel lettering, backlit lettering or externally lit.
2. All illumination shall be concentrated on the area of the sign or landscape feature and directed or shielded so as to not interfere with the vision of persons on the adjacent streets or adjacent property
3. Illumination shall not be distracting, including but not limited to: flashing, blinking, intermittent, an on-and-off type of lightin or light levels exceeding 800 lumens.
4. No sign shall include reflective materials, individual bulbs, or exposed light sources.
5. Maximum brightness levels for electronic signs shall not exceed five thousand (5,000) nits when measured from the sign face at its maximum brightness during daylight hours, and five hundred (500) nits when measured from the sign face at its maximum brightness between dusk and dawn. All signs shall have installed ambient light monitors and shall at all times allow such monitors to automatically adjust the brightness level of the electronic sign based on ambient light conditions.

Section 13.05. – Prohibited Signs.

The following signs are prohibited in the Village:

- A. Signs encroaching rights-of-way without road agency approval.
- B. Any simulation or imitation in size, color, lettering, or design of any traffic sign or signal or other word, phrase, symbol, or character in such manner as to interfere with, mislead, confuse or create a visual impediment or safety hazard to pedestrian or vehicular traffic
- C. Signs incorporating any manner of flashing, strobe, or moving lights, with the exception of approved electronic message signs.
- D. Animated Signs: A sign employing actual motion or the illusion of motion. Animated signs, which are differentiated from changeable or electronic message signs as defined and regulated by this code, include the following types:
 1. Environmentally Activated: Animated signs or devices motivated by wind, thermal changes, or other natural environmental input. Includes spinners, pinwheels, pennant strings, feather flags, and/or other devices or displays that respond to naturally occurring external motivation.
 2. Mechanically Activated: Animated signs characterized by repetitive motion and/or rotation activated by a mechanical system powered by electric motors or other mechanically induced means.
 3. Flashing: Signs whose illumination is characterized by a repetitive cycle in which the period of illumination is either the same as or less than the period of non-illumination. Flashing will not be defined as occurring if the cyclical period between on-off phases of illumination exceeds one (1) hour.

- E. Signs on park-type benches, trees, utility poles, light poles.
- F. Inflatable signs and air dancer signs.
- G. Roof signs.
- H. Pole- or pylon-mounted signs, except associated with the installation of an approved billboard sign.
- I. Portable and vehicle signs parked primarily for the purpose of attracting attention to the message contained within.
- J. Any sign unlawfully installed, erected or maintained or signs that are out of compliance with applicable building and electrical codes.
- K. Signs that completely block the view of other signs.
- L. Any additional signage for a business that has an existing nonconforming sign.

Section 13.06. – Signs Regulated by Zoning District.

A. Signs Permitted in the CBD District.

1. The total wall sign area for an occupied parcel of property in the CBD District shall not exceed one (1) square foot per two (2) feet of building frontage with the total sign area not to exceed forty-five (45) square feet of wall sign advertising for each frontage.
2. Any building may have one (1) canopy or awning sign (not the total area of the canopy or awning) with the lettering not exceeding twelve (12) inches in height. The sign shall be printed on or within the perimeter of the face or valance of the canopy or awning. The lowest portion of the canopy or awning shall not be less than eight (8) feet above the sidewalk or grade.
3. One (1) projecting sign is permitted per building frontage with a maximum area of twenty-five (25) square feet. A projecting sign shall not exceed the height of the building and cannot be lower than eight (8) feet from its lowest point to the sidewalk or grade.
4. One (1) freestanding sign may be allowed per premises. Such signs shall not exceed twenty (20) feet in height and sixty-four (64) feet in area or one (1) square foot per two (2) lineal feet of lot frontage, whichever is less. Freestanding signs may be located in the required front yard, provided that no portion of the sign shall be closer than ten (10) feet to any existing or planned right-of-way. No portion of any sign shall be located within a required side yard or within twenty (20) feet of a side lot line. If a parcel is served by a service road, no portion of a freestanding sign shall be closer than five (5) feet to the edge of the road.
5. In addition to the signs listed in 1-4, wall signs may be erected on the rear or parking lot side of a building not exceeding one-half (1/2) square foot for each lineal foot of the rear length of the principal building(s), provided that the total sign area shall not exceed thirty-two (32) square feet.

6. Time, message, and temperature signs shall be permitted provided that the message shall be displayed not more than every five (5) seconds. The area of such signs shall not be included as part of the area of a freestanding sign.
7. Sandwich board signs may be permitted, subject to the following conditions:
 - a. A maximum of one (1) sandwich board sign per individual retail use or service business (including restaurants) is permitted.
 - b. Signs shall be permitted sign face of five (5) square feet per sign face.
 - c. Signs shall be permitted a maximum sign face width of 2.75 feet measured between the sign legs.
 - d. Signs shall be permitted a maximum sign height of 4.5 feet measured from the ground to the top of the sign.
 - e. Sign bases shall be weighted with a maximum of ten (10) pound ballast to insure stability in windy conditions.
 - f. Signs shall be placed a minimum of ten (10) feet from the base of another sandwich board sign for an adjoining business.
 - g. Signs must be portable and cannot be permanently affixed to any structure or sidewalk, and must be removed from the public right-of-way at the end of each business day.
 - h. Signs shall be placed on sidewalks with a minimum of ten (10) feet in width.
 - i. Signs shall be placed a maximum distance of two (2) feet from the front wall of the advertised business.
 - j. Signs shall be placed so as not to obstruct doorways, crosswalks, and other physical features of the location that affect accessibility and safety.
 - k. Signs shall be placed a minimum of forty-eight (48) inches from all obstructions within the sidewalk right-of-way including newspaper boxes, bicycle racks, trash receptacles and any other item impeding pedestrian or wheelchair movement.
8. Permanent banner signs may be permitted, subject to a special use permit and in accordance with the following conditions:
 - a. All proposed banner signs shall be subject to review by the Planning Commission to insure compatibility within the building(s) to which the banner(s) will be attached.
 - b. Signs shall exceed not one (1) per every twelve (12) feet of building frontage.
 - c. Banner signs shall not project more than thirty (30) inches from the face or wall of the building.
 - d. There shall be a minimum of ten (10) feet clearance between the bottom of the banner and the sidewalk.

- e. The maximum size of the banner shall not exceed seventy-two (72) inches by twenty-four (24) inches.
- f. The Planning Commission may attach any reasonable conditions to the issuance of the special use permit as it considers necessary for the general appearance of the Central Business District.
- g. Issuance of a special use permit for banner signs does not preclude the use of temporary banners for special events, such as grand openings.

B. Signs Permitted in the General Business Zone District

- 1. The total wall area of an occupied parcel in the GB District shall not exceed one (1) square foot per two (2) feet of building frontage with the total sign area for any parcel not to exceed forty-five (45) square feet.
- 2. One freestanding sign may allowed per premises. Such a sign shall not exceed twenty (20) feet in height and sixty-four (64) square feet in area or one (1) square foot per two (2) lineal feet of lot frontage whichever is less. Freestanding signs may be located in the required front yard, provided that no portion of any such sign shall be closer than ten (10) feet to an existing or planned right-of-way. No portion of any such sign shall be located within the required rear yard or within twenty (20) feet of a side lot line. If a parcel is served by a service road, no portion of a freestanding sign shall be closer than five (5) feet to the edge of the road.
- 3. In addition to the signs allowed in paragraphs 1 and 2, wall signs may be erected on the rear or parking lot side of a premises not exceeding one half square foot for each lineal foot of the rear length of the principal building(s), provided that the total sign area shall not exceed thirty-two (32) square feet.
- 4. For each premises, an additional area of interior signs shall not exceed twenty-five percent (25%) of the total area of any window shall be permitted, provided that no one sign shall exceed twenty (20) feet.
- 5. Gasoline service stations shall be permitted signs on each pump island indicating the prices, types of gasoline, and the type of service. The aggregate area of such signs shall not exceed ten (10) square feet per pump island. In no case shall the total area of all such signs exceed one hundred twenty (120) square feet.
- 6. Time, temperature, and electronic message signs shall be permitted provided that the message shall not be more than one every five (5) seconds. The area of such sign shall be included as part of the area of the freestanding sign.

C. Signs Permitted in the Industrial Zone District.

- 1. One (1) wall sign may be erected per building face up to sixty (60) square feet or ten percent (10%) of the façade area of the building whichever is less.

2. One (1) freestanding sign may be erected provided that said sign does not exceed sixty-four (64) square feet per side. Such sign shall have a height of no more than twenty (20) feet above the established grade and be erected no closer than ten (10) feet from any existing or proposed right-of-way and no closer than twenty (20) feet from any side lot line.
 3. In addition to signs permitted in paragraph 1, one wall sign shall be permitted for each tenant having an individual means of entranceway into the side or rear of a building. Such sign shall not exceed six (6) square feet and shall not be erected not less than four (4) feet or more than twelve (12) feet above the established grade.
 4. Interior sign which are visible from any public right-of-way, alley, or adjacent property are prohibited.
 5. Directional signs up to six (6) square feet, designating entrances, exits, parking and unloading areas, shipping docks, and similar internal traffic control signs shall be permitted and located no closer than five (5) feet or any property line.
- D. Signs Permitted in the Agricultural Zone District. In the AG District, in addition to an identification sign not exceeding two (2) square feet, two (2) signs, each which shall not exceed twenty (20) square feet, may be permitted that advertise the sale of agricultural produce or products raised on the premises.
- E. Signs for Non-Residential Uses in Residential Districts. Non-residential uses (schools, churches) permitted in residential districts may be permitted one (1) ground sign or one (1) base mounted ground sign or one (1) double inside post ground sign not to exceed sixty-four (64) square feet. The sign shall be set back a minimum of ten (10) feet from any property line or proposed right-of-way. Signs may incorporate changeable messages. Temporary banners promoting special events may also be permitted.
- F. Subdivision and Development Signs. In all residential districts, one (1) subdivision or development entrance sign per vehicular entrance may be permitted on private property in compliance with the corner clearance provisions of this Ordinance and shall not exceed thirty-six (36) square feet in area, with a height of six (6) feet above grade. All subdivision and development signs shall be located no closer than ten (10) feet to any property line or proposed right-of-way. The Planning Commission shall review and approve or deny the placement and size of the sign as part of the site plan review process.

Section 13.07. – Signs Permitted by District.

- A. The following signs are permitted in combination (unless otherwise noted) in each district, subject to the requirements described in the tables and all other applicable regulations of the Article. Receipt of a permit from the Village is required prior to the installation of any of the signs provided for in this Section.

Residential Districts: AG, LDR, MDR	
Wall Sign for Dwelling with a Home Occupation	
Max. Number	1
Max. Sign Area	2 sq. ft.
Illumination	Not permitted
Wall Sign for Nonresidential Uses	
Max. Number	1 per frontage
Max. Sign Area	5% of the wall area not to exceed 18 sq. ft.
Illumination	Downward facing external, see Section 13.04.D.
Ground Sign for Nonresidential Uses	
Max. Number	1 per frontage
Max. Sign Area	20 sq. ft.
Illumination	Downward facing external, see Section 13.04.D.
Ground Sign for Subdivisions and Developments	
Max. Number	1 per vehicle entrance
Max. Sign Area	36 square feet
Max. Height	6 feet
Illumination	Internal or external, see Section 13.04.D.
Mixed-Use and Industrial Districts: CBD, GBD, I	
Wall, Awning, and Projecting Signs	
Max. Number	1 each sign type per street frontage
Max. Sign Area for all signs	1 sq ft for every 2 feet of building frontage not to exceed 32 sq ft in CBD and 64 sq ft in GBD and I
Illumination	Permitted, see Section 13.04.D.
Ground Sign	
Max. Number	1 per frontage
Max. Sign Area	32 sq ft in CBD and 64 sq ft in GBD and I
Max. Height	6 feet
Min. Setback	½ of the required setback
Illumination	Permitted, see Section 13.04.D.
Banners	
Max. Number	1 per street frontage
Max. Sign Area	24 square feet
Placement	Flat on a wall or projected vertically at an angle of 90 degrees to the structure
Ground Sign	
Max. Number	2; one per side of canopy fascia
Max. Sign Area	100 square feet
Max. Height	Permitted, all lighting on the underside of the canopy shall be

	fully recessed and no portion of the canopy may be externally illuminated. A maximum of 25 percent of the canopy may be internally illuminated.
Mixed Use Development or Multi-Tenant Commercial Development	
Max. Number	One wall sign per building entrance
Max. Sign Area	24 square feet
Illumination	Permitted, see Section 13.04.d.
Directional Signs	
Max. Number	Designating entrances, exits, parking and unloading areas, shipping docks, and other internal traffic control measures
Max. Sign Area	6 square feet each
Illumination	Permitted, see Section 13.04.d.
A-Frame/Sandwich Boards	
Max. Number	1 per individual retail use or service business
Max. Sign Area	8 sq ft
Max. Sign Height	4 ft
Pedestrian Clearance	5 ft
Illumination	Not permitted
Electronic Signs	
Max. Number	1 per individual retail use or service business
Max. Sign Area	24 sq ft or 50% of the total sign area, whichever is less (applies to electronic portion of sign)
Sign Type	Allowed as an integral component of a ground or wall sign, as permitted within the Zone District, and meeting all associated sign requirements
Display Regulations	Scrolling or traveling of a message onto and/or off of the display shall be allowed; provided the message is coming from one (1) direction only and that no message shall take more than five (5) seconds to be displayed in its entirety.
	A screen may not change for five (5) seconds.
	The display shall not, or shall not appear to, flash, undulate, pulse, or portray explosions, fireworks, flashes of light, or blinking or chasing lights; the display shall not appear to move toward or away from the viewer, expand or contract, bounce, rotate, spin, twist or other similar movements.
	All electronic signs in any residential Zone District or within one hundred fifty (150) feet of a residential Zone District that are directly visible from a residential use shall discontinue the display between the hours of 11:00 p.m. and 6:00 a.m.

Section 13.08. – Special Event Signs.

- A. Civic, nonprofit, and religious organizations may erect temporary signs announcing special events after completing a sign permit application for a special event. The application shall contain the following information
 - 1. Name of the organization sponsoring the event.
 - 2. Name and date of the event
 - 3. Duration of the event
 - 4. The number of temporary signs that will be erected
 - 5. The date the signs will be erected and removed
 - 6. The name of the person completing the application.
- B. Signs shall not exceed twelve (12) square feet and shall not be permitted in any public right-of-way. Special event signs may be erected up to five (5) days before the event and must be removed within twenty-four (24) hours after the event. Each organization may be permitted a total of four (4) special events within a calendar year.
- C. The Village Clerk shall have the authority to approve temporary event sign permit applications.

Section 13.09. – Nonconforming Signs.

- A. Every permanent sign which was erected legally and which lawfully exists at the time of the enactment of this Chapter, but which does not conform to the height, size, area, or location requirements of this Chapter as of the date of the adoption of these regulations, is hereby deemed to be nonconforming. This status shall not be granted to any temporary sign, banner, placard, or other non-permanent sign.
- B. Nonconforming signs may not be altered, expanded, enlarged, or extended; however, nonconforming signs may be maintained and repaired so as to continue the useful life of the sign.
- D. Any nonconforming sign destroyed by fire or other casualty loss shall not be restored or rebuilt if reconstruction will constitute more than 50 percent of the value of the sign on the date of loss.
- E. Any sign which for a period of 6 months or more no longer advertises a bona fide business conducted or product sold shall be removed by the owner of the building, structure, or property upon which such sign is located, within 30 days of receipt of written notice by the Zoning Administrator.
- F. A sign for a nonconforming use may be erected in the City in accordance with the sign regulations for the District in which the property is located.
- G. *Administrative Departure.* An Administrative Departure may be granted for the replacement of a nonconforming sign with a new sign frame or structure that is a minimum

of twenty-five (25) percent smaller in area or dimensions than the nonconforming sign to be replaced, based on the sign requirements of the Zone District in which the sign is placed.

Section 13.10. – Permits.

- A. Permit. Before the erection or structural alteration of sign, a zoning permit shall be secured from the Village Manager or designee. It is unlawful for any person to construct, erect, re-erect, move, alter, enlarge, or illuminate any sign in excess of thirty-two (32) square feet unless a permit is first obtained from the Village of Lawton. Any sign that requires the use of electricity requires a permit regardless of size.
- B. The following signs do not require a permit:
1. Address signs bearing only the property numbers, post box numbers, name of occupants, or other identification of the premises, limited to one (1) per building entrance and two (2) square feet of area.
 2. Historical signs designated by the state or federal government, limited to ten (10) square feet per parcel.
 3. Government signs erected on behalf or under the authorization of a government body, including street signs, legal notices, informational signs, and regulatory signs.
 4. Window signs that do not exceed 25 percent of the window area of each window.
 5. Any sign not visible from a public right-of-way.
 6. Holiday lights and decorations with no commercial message or special event signs; of limited duration.
 7. Temporary yard signs. A lot or parcel shall be limited to 1 sign per street frontage. Extra signs are permitted during a time period of 30 days prior to an election date to seven (7) days after the election date, and during times of emergency to allow businesses the ability to adequately advertise business practices.
 - a. Signs shall not exceed 3 square feet in area on residential property and 12 square feet in area on nonresidential property, nor shall they exceed 8 feet in height.
 - b. Signs shall be setback a minimum of 1 foot from the property line where a sidewalk is present adjacent to the parcel. Where there is no sidewalk, signs shall be setback a minimum of 15 feet from the curb/road edge.
- C. Permit application: Applications for sign permits shall be completed on a form supplied by the Village for this purpose and shall contain the following information:
1. Name, address, and phone number of the applicant.
 2. Location of the building, structure, or lot in which the sign is to be placed or attached.
 3. Position of the sign on the building, structure, or lot which the sign is to be attached.

4. Position of the sign in relation to nearby buildings, structures, property lines, and rights-of-way, existing or proposed.
5. Zoning district in which the sign is to be placed.
6. Two (2) copies of sign plans and specifications for the method of construction and attachment to the building or ground. The sign plans shall include all pertinent data including the highest point, low point clearance, face outline, and total face area with the method of calculation.
7. Name and address of sign erector.

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