

CITY OF EASTPOINTE
APPLICATION FOR TEMPORARY SIGNS
GRATIOT ELECTRONIC SIGN AND KELLY MEDIAN SIGNS

Application must be submitted no later than thirty (30) days prior to the requested date.

Name of Organization _____

LOCATIONS: MARK ONLY FOR NO. OF SIGNS YOU HAVE

Contact Person _____

GRATIOT ELECTRONIC SIGN _____

Address _____

KELLY MEDIAN: 8 MILE _____

Telephone _____

TOEPFER _____

Date of Event _____

9 MILE _____

Size of Sign (no larger than 4' high by 8' long) _____

STEPHENS _____

10 MILE _____

Attach photograph of professionally lettered sign for review by City officials.

WORDING FOR GRATIOT ELECTRONIC SIGN

WORDING FOR KELLY MEDIAN SIGN

Received By: _____

Date: _____

TEMPORARY SIGNS – MEDIANS

SUMMARY OF GUIDELINES

1. AVAILABLE LOATIONS

- a. Gratiot – Electronic Sign
- b. Kelly Median – Eight Mile Road, Toepfer, Nine Mile Road, Stephens Road and Ten Mile Road

2. SIGN CONSTRUCTION/LETTERING

- a. One-half ($\frac{1}{2}$) inch to three-quarters ($\frac{3}{4}$) inch plywood; four (4) feet high by eight (8) feet in length
- b. Painted in professional manner; may have message on both sides of signboard

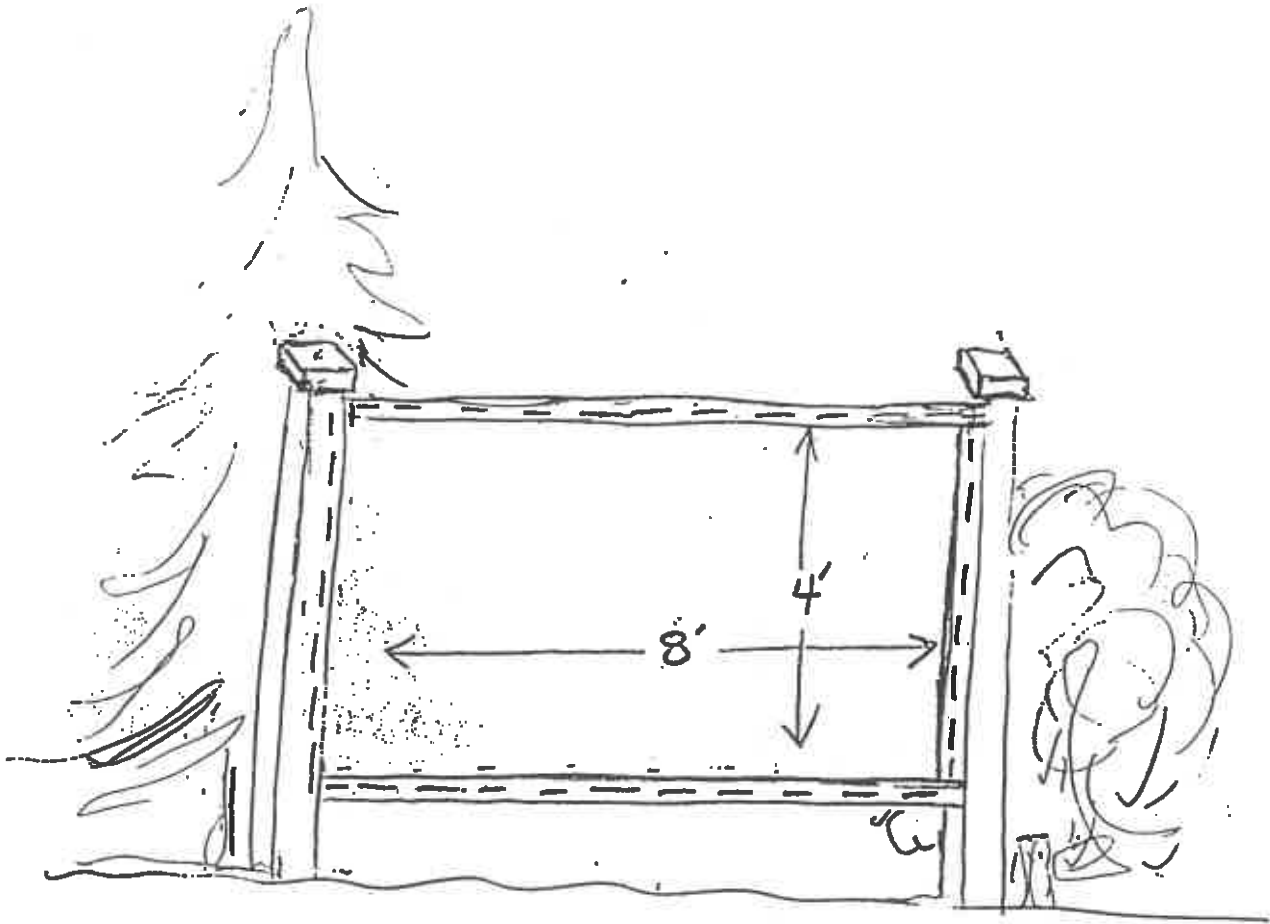
3. DURATION OF USE

- a. Signs may be put in place up to ten (10) days prior to event at the discretion of the City Manager's Office
- b. Signs must be removed the day immediately following the event. Failing to remove signs immediately may result in suspension of your organization's privileges

4. APPLICATION

- a. Must be made to City Manager's Office at least thirty (30) days prior to event
- b. Must be made on official City of Eastpointe application with all requested information provided

Special Event Sign
Framework





CITY of EASTPOINTE

MUNICIPAL OFFICES
23200 GRATIOT AVENUE
EASTPOINTE, MI 48021
(313) 445-5018
Fax (313) 445-5191

MEMORANDUM

TO: WHOM IT MAY CONCERN

DATE: October 15, 1993

SUBJECT: TEMPORARY SIGNS IN GRATIOT AND KELLY MEDIANS

Please be advised that the Eastpointe City Council adopted the attached Resolution establishing new guidelines for the erection of temporary signs in both the Gratiot and Kelly medians. You will note that the City has installed permanent sign frames in both the Kelly and Gratiot medians at Eight Mile, Toepfer, Nine Mile, Stephens and Ten Mile. These are the only locations available for temporary signage and your sign must fit into the frame. The resolution sets forth the requirements for the type of signboards that will be acceptable.

Also enclosed for your assistance is a drawing of the sign frame, along with a newly designed application form. When submitting an application to the City Manager's office, please photo copy the form and keep the original for future use. In an effort to facilitate the use of the new temporary sign guidelines, attached is a brief outline.

The City understands that some organizations have several events during the course of the year and therefore, may have different volunteers responsible for each event. This is being provided to you because our files indicate that you applied for a permit in the past. I would ask you to provide this information to the person who would be in the best position to disseminate this information to the appropriate parties.

The City will attempt to accommodate all requests from community organizations as long as all guidelines are met. If more than one request is received for a specific time period, a sharing of locations will be necessary.

If you have any questions, please do not hesitate to contact my office at 445-5016.

RESOLUTION NO. 1294

RECITALS

1. That the City of Eastpointe wishes to regulate and make uniform, signs in the medians along Gratiot Avenue and Kelly Road, which are used to advertise and promote special events of community groups.
2. That there shall be five (5) sign locations along Gratiot Avenue and five (5) sign locations along Kelly Road with the sites being in the medians near Eight Mile Road, Toepfer, Nine Mile Road, Stephens, and Ten Mile Road. The signs shall be located at the sites so that they can be read from either side. No signs in medians shall be allowed at any other location than those set forth herein.
3. That in locating the framework for the signs, the City shall follow MDOT guidelines in regard to distance from the curb and maintaining clear sight lines for turnaround lanes.
4. That the framework for the signs would follow all MDOT guidelines in regard to breakaway poles and the City of Eastpointe Parks and Recreation Department would fabricate the frames and have them slotted so that signs 4 feet in height by 8 feet in length could slide down into the grooves. A framecap would be put on the top of each sign to complete the sign appearance.
5. That the sign committee for the City of Eastpointe recommends that there be uniform guidelines for all community groups desiring to promote or advertise their special event at the locations mentioned in this Resolution.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

- A. That only City of Eastpointe's city, school, church, fraternal and service organizations and those churches and schools that are located outside of the City of Eastpointe, but have substantial membership from Eastpointe citizens would be allowed to post signs. The signs must be for a special event, program and/or function which the general public is invited to participate in.
- B. That the sign must be made from 1/2 inch to 3/4 inch plywood and shall be no larger than 4 feet in height by 8 feet in length.
- C. That the signs must be painted in a professional manner with lettering no higher than 4 feet or longer than 8 feet. All signs must pass a final inspection and be approved by the Director of the Parks and Recreation Department prior to installation.
- D. That requests to post signs from allowed organizations must be submitted to the City Manager no later than 30 days prior to the

event. The request must contain the number of signs, the desired sign locations and the copy to be used on the sign. A picture of the sign is preferred, but not required, to be included with the request. The City Manager shall be charged with the administration of this Resolution. The City Manager shall establish guidelines for the allowance of signs and shall have the sole discretion to remedy all disputes in regard to this Resolution.

E. That the sign, when approved, may be put up 10 days prior to the start of the event and shall be removed the day after the event. The City reserves the right to make the final determination on how many signs will be approved.

F. That the City reserves the right to immediately remove any sign that does not comply with the terms of this Resolution.

CERTIFICATION

I, S. Wesley McAllister, Jr., City Clerk for the City of Eastpointe, Macomb County, Michigan, do hereby certify that the foregoing Resolution No. 1294 was offered by Councilperson Hagen and supported by Councilperson Gerds and that same was duly passed at a regular meeting of said Council held in the Municipal Building on March 30, 1993, and that the vote was as follows:

Yeas: Hagen, Gerds, Abke, Campbell and Curley

Nays: None

Absent: None


S. WESLEY McALLISTER, JR.
CITY CLERK