

Crystal Township
Chapter 12
Parking and Sign Requirements

Zoning Ordinance

Section 12.01 **Scope**

In all Zoning Districts, off-street parking facilities for the storage and parking of self-propelled motor vehicles for the use of occupants, employees and patrons of the buildings hereafter erected, altered or extended after the effective date of this Ordinance, shall be provided as herein prescribed. Such space shall be maintained and shall not be encroached upon so long as said main building or structure remains, unless an equivalent number of such spaces are provided elsewhere in conformance with this Ordinance.

Section 12.02 **Location of Parking**

The off-street parking required by this Chapter shall be provided in accordance with the following requirements.

- A. Single and Two-Family Dwellings: The off-street parking facilities required for single and two family dwellings shall be located on the same lot or plot of ground as the building they are intended to serve, but shall not be considered a parking lot under the provisions of this Chapter.
- B. Multiple Dwellings: The off-street parking facilities for multiple family dwellings shall be located on the same lot or plot of ground as the dwellings they are intended to serve, and shall consist of a parking lot as defined in this Chapter. In no event shall any uncovered parking space for a Multiple Family building in MDR or LDR Districts be located nearer than ten (10) feet to any main building.
- C. Manufactured Housing Communities: The off-street parking required may be located on each site or in parking lots conveniently located and readily accessible to each site. Each parking space must meet the minimum area requirements.
- D. Other Land Uses: The off-street parking required may be located on each site or in parking lots within three hundred (300) feet of and readily accessible to each site.

Section 12.03 **Parking Lot Requirements**

- A. All Parking facilities, access driveways, and commercial storage areas (excluding those for single and two family dwellings outside manufactured home parks) shall be hard surfaced with a pavement having an asphalt or concrete binder, shall be graded and drained so as to dispose of surface water which might accumulate within or upon such area, and shall be completely constructed prior to a Certificate of Occupancy being issued.
- B. In all zoning districts, the pavement surfacing of the portion of any driveway between the right-of-way and the edge of the roadway surface shall be hard surfaced if the roadway is hard surfaced.

C. All illumination for all parking lots in the NCS District shall be deflected away from adjacent residential areas and shall be installed in such a manner as to allow the reduction of the amount of light on other than normal parking hours each day. The source of illumination in all parking lots abutting a Residential District or use shall not be higher than fifteen (15) feet above the parking lot surface.

D. When a required non-residential parking lot is situated on a parcel which adjoins a Residential District, abutting directly or across a roadway, the respective side or rear yard in which said parking is located shall contain a minimum setback of twenty (20) feet excluding any parking or drives, unless a greater setback is required by any other provision of this Ordinance.

E. Required non-residential parking lots abutting a Residential District or use shall be effectively screened from neighboring Residential Districts and uses by a decorative fence or wall, or a landscaped equivalent.

F. Adequate ingress and egress to the parking lot, by means of limited and clearly defined drives, shall be provided for all vehicles. Such drives shall be located so as to minimize traffic conflicts with adjoining uses and roadways.

G. Wheel stops shall be provided and so located as to prevent any vehicle from projecting over the lot or setback lines. Such devices shall be securely anchored into the parking lot to ensure that they remain stationary.

H. Plans for the layout of off-street parking facilities shall be in accordance with the following minimum regulations. The minimum parking space dimensions for a layout not provided for in the regulations shall be nine (9) feet in width, eighteen (18) feet in length, and one hundred and sixty -two (162) square feet in area.

Section 12.04 Parking Lot Plans

The construction of any parking lot shall be in accordance with the requirements of the provisions of this Ordinance and such construction shall be completed and approved by the Zoning Administrator before actual use of the property as a parking lot and before a Certificate of Occupancy is issued. Plans for the development of any parking lot must be submitted to the Zoning Administrator, prepared at a scale of not less than one (1) inch equals fifty (50) feet and indicating existing and proposed grades, drainage, pipe sizes, dimensions of typical parking spaces, type of curbing, drive and aisle dimensions, lighting, adjacent main buildings, sidewalks, landscaping, surfacing and base materials to be used, and the layout of the proposed parking lot. The plans are to be prepared in a presentable form by person or persons competent in such work and shall conform to the provisions of this Chapter.

Section 12.05 Parking Restrictions

A. In any District, it shall be unlawful to use required off-street parking areas for the storage or parking of vehicles in excess of twenty four (24) hours, except as may be

permitted for a commercial use.

B. It shall be unlawful for any person to park or store any motor vehicle without the express written consent of the owner, holder, occupant, lessee, agent, or trustee of such property. In no case shall vehicles be parked in any required off-street parking lot for the sole purpose of displaying such vehicle for sale, except in approved and licensed car sales lots.

C. After the effective date of this Ordinance it shall be unlawful on lots or parcels of less than one and one-half (1 ½) acres for the owner, holder, occupant, lessee, agent, or trustee of any lot in a Residential District to permit or allow the open storage or parking, either day or night, thereon of trucks (over one (1) ton), semi-trucks and trailers, manufactured homes, construction equipment, and/or any other similar equipment or machinery used for commercial purposes for a period exceeding forty eight (48) hours. However, the owner, tenant, or lessee of a farm may openly store the machinery and equipment used on his farm; and equipment necessary to construction work may be parked overnight on a lot, parcel or tract of land during construction work thereon and both shall be excepted from this restriction.

D. No vehicle parking, storage, or display shall be permitted within any road right-of-way. On-street parking is permitted in locations specifically designated by public authority for on-street parking. On-street parking spaces shall not be counted toward the required parking for any use.

Section 12.06 Off-Street Parking Requirements

A. Required off-street parking spaces are noted in the table below for the uses listed. For those uses not specifically mentioned, the requirements for off-street parking shall be in accord with a use which the Planning Commission or Zoning Administrator considers similar in type.

B. When units of measurement determining the number of required off-street parking spaces result in the requirement of a fractional space that fraction shall require one (1) parking space.

Use	Parking Space per Unit of Measurement
	Residential
Single Family Dwelling	Two (2)
Two-Family Dwellings	Two (2) for each dwelling unit
Multiple-Family Dwellings	Two (2) for each dwelling unit, plus one (1) additional space for each two (2) units
	Institutional
Group day care homes and group foster care homes	One (1) space for each four (4) clients

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Churches, theaters, assembly areas, auditoriums, gymnasiums	One (1) space for each four (4) seats or each eight (8) feet of pew length or one (1) space for each three (3) persons allowed within the maximum occupancy load established by any applicable codes or ordinances , whichever is greater
Schools, elementary and middle	Two (2) spaces for each three (3) employees, plus amount required for auditorium or gymnasium seating
Schools, secondary, trade, industrial, and institutions of higher learning	One (1) space for each eight (8) students, plus one and on-half (1 ½) spaces for each classroom, plus amount required for auditorium or gymnasium seating
Commercial	
Vehicle wash establishments (self service or automatic)	One (1) space for each five (5) stalls
Beauty/barber shop	Three (3) spaces for each chair
Bowling alleys	Four (4) spaces for each bowling lane plus required spaces for each accessory use
Assembly halls without fixed seats	One (1) space for each three (3) persons allowed within the maximum occupancy load established by any applicable codes or ordinances.
Restaurants and Bars - without drive-through facilities	One (1) space for each one hundred (100) square feet UFA or one (1) space for each two (2) persons allowed within the maximum occupancy load established by any applicable codes or ordinances, whichever is greater.
Restaurants-with drive-through facilities	One (1) space for each one hundred (100) square feet of UFA or one (1) space for each one and one-half (1 ½) persons allowed within the maximum occupancy load established by any applicable codes or ordinances, whichever is greater.
Vehicle service stations	One (1) space for each service stall, plus one (1) space for each pump island
Personal service establishments not otherwise specified	One (1) space for each fifty (50) square feet UFA
Furniture, appliance and household goods retail sales	One (1) space for each one thousand (1,000) square feet UFA
Funeral homes and mortuary establishments	One (1) space for each fifty (50) square feet UFA

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Open air businesses	One (1) space for each two hundred (200) square feet of indoor UFA plus one (1) space for each on thousand (1,000) square feet of outdoor display area
Retail stores not otherwise specified	One (1) space for each two hundred (200) square feet UFA
Hotels and motels	One (1) space for each guest room, plus required spaces for any accessory uses
Video rental stores	One (1) space for each one hundred (100) square feet UFA
Offices	
Banks, credit unions, savings and loan associations and other similar uses	One (1) space for each one hundred and fifty (150) square feet UFA plus three (3) spaces for each non - drive through automatic teller machine
Offices not otherwise specified	One (1) space for each three hundred (300) square feet UFA
Medical and dental offices and clinics	One (1) space for each seventy five (75) square feet of waiting room area plus one (1) space for each examining room, dental chair, or similar use area
Industrial	
Manufacturing, processing, and research establishments and Industrial uses not otherwise specified	One (1) space for each one thousand (1,000) square feet GFA plus those spaces required for offices located on the premises
Warehouses and wholesale establishments	One (1) space for each two thousand (2,000) square feet GFA plus those spaces required for offices located on the premises.

Section 12.07**Off- Street Loading Requirements**

A. On the same premises with every building or structure involving the receipt or distribution of vehicles, materials or merchandise there shall be provided and maintained on the lot adequate space for standing, loading and unloading. This space shall be placed so as to avoid undue interference with public use of dedicated rights-of-way and parking areas.

B. In the NCS District all loading spaces shall be located in the rear yard in the ratio of at least ten (10) square feet per front foot of building and shall be computed separately from off-street parking requirements.

C. Loading spaces for non-residential uses in Residential Districts shall be located in the rear yard in the ratio of at least five (5) square feet per front foot of building and

shall be computed separately from off-street parking requirements.

D. LI District

1. In the LI District at least one (1) loading space shall be provided. All loading space shall be at least ten feet by fifty feet (10 x 50), or a minimum of five hundred (500) square feet in area. A minimum fourteen (14) foot clearance height shall be provided.
 2. Loading spaces shall only be permitted off-street and in the rear yard or interior side yard.
- E. All dedicated loading spaces shall be provided with a pavement having an asphalt or concrete binder so as to provide a permanent, durable and dustless service.

Section 12.08 Signs - Description and Purpose

These provisions are intended to regulate the size, number, location, and manner of display of signs in the Township, consistent with the following purposes:

- A. To protect the safety and welfare of the Township residents; to conserve and enhance the character of the Township; and to promote the economic viability of commercial and other areas by minimizing visual clutter.
- B. To prevent traffic hazards and pedestrian accidents caused by the signs which obstruct vision or are distracting or confusing.
- C. To promote uniformity in the size, number and placement of signs within zoning districts.
- D. To promote the identification of establishments and premises in the Township.

Section 12.09 Signs - Definitions

For the purposes of the provisions of this Chapter related to signs, the following words and phrases are defined as follows:

- A. Construction Sign: A sign which identifies the owners, contractors, architects, and/or engineers of a building(s) or development project under construction.
- B. Commercial Establishment: A business operating independently of any other business located in a freestanding building; in a group of stores or similar establishments that are located side-by-side in a single building, sometimes called a strip mall, as a business completely separated from other businesses by walls from the ground up and separate entrances.
- C. Community Special Event Sign: A portable sign erected for a limited time for the purpose of calling attention to special events of interest to the general public and which are sponsored by governmental agencies, schools, or other non-profit groups whose purpose is of a public, charitable, philanthropic, religious or benevolent nature.
- D. Directional Sign: A sign which gives directions, instruction, or information relating to location of buildings, designated routes for pedestrians and vehicles and other information for convenience or safety, such as parking information signs or entrance and exit signs.
- E. Freestanding Sign: A sign not attached to a building or wall and which is

supported by one (1) or more poles or braces or which rests on the ground or on a foundation that rests on the ground.

F. Governmental Sign: A sign erected or required to be erected by the Township, the County of Oceana, or by the state or federal government.

G. Memorial Sign: A sign, tablet, or plaque memorializing a person, event, structure, or site.

H. Political Sign: A sign erected for a limited period of time for the purposes of political campaigns for public office, for elections on public questions, or otherwise relating to public elections or public meetings held for the purpose of voting on or for the public offices or public questions.

I. Real Estate Sign: A sign advertising the real estate upon which the sign is located as being available for sale, rent, or lease.

J. Sign: A device, structure, fixture, or placard using graphics, symbols, and/or written copy designed specifically for the purpose of advertising or identifying an establishment (commercial or non-commercial), product, service, commodity, or activity, or displaying or depicting other information.

K. Subdivision Identification Sign: A sign identifying or otherwise stating the name of a platted subdivision, site condominium development, multifamily development, or other residential development.

L. Wall Sign: A sign painted or attached directly to and parallel to the exterior wall of a building, extending not greater than twelve (12) inches from the exterior face or the wall to which it is attached.

Section 12.10 Signs Prohibited

The following types of signs are expressly prohibited:

A. Any sign which has flashing, moving, oscillating, or blinking lights, excluding time and temperature signs and barber poles, which are permitted.

B. Signs imitating or resembling official traffic or governmental signs.

C. Any sign not expressly permitted by this Ordinance.

Section 12.11 Signs Exempted

The following signs shall be exempt from the provisions of this Chapter:

A. Governmental signs.

B. Signs for essential services.

C. Historical markers.

D. Memorial signs or tablets.

E. Political signs, except that such signs shall be removed within the time stated in Section 12.14, D.

F. Signs with an address and/or name of the owner or occupant, of not more than eight (8) square feet in area, attached to a mailbox, light fixture, or exterior wall.

G. Non-commercial signs for the purpose of identifying a persons personal

Section 12.12 Measurement of Signs

A. 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 and 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.

B. The area of a free-standing or ground sign that has two (2) or more faces shall be measured by including the area of all sign faces, except that if two (2) such faces are placed back to back and are of equal size, the area of the two (2) back to back faces shall be counted as one (1) face. If the two (2) back to back faces are of unequal size, the larger of the two (2) sign faces shall be counted as one (1) sign face.

C. The height of a sign shall be measured as the vertical distance from the highest point of the sign to the grade of the adjacent street or the average grade of the ground immediately beneath the sign, whichever is less.

D. Any free standing sign not resting directly on the ground shall not exceed three (3) feet in height, or if supported on poles, shall have clear area of at least eight (8) feet between the bottom of the sign and the grade of the adjacent street(s).

Section 12.13 Sign Application and Permits

A. A sign permit shall be required for the erection, use, construction or alteration of all signs, except for those exempted by the terms of this Chapter. For purposes of this Section, alteration of a sign shall mean any change therein, but shall not include normal maintenance or repair thereof.

B. An application for a sign permit shall be made to the Township Zoning Administrator, and shall include submission of such fee as may be required by resolution or other action by the Township Board. The application shall include the following:

1. Name, address, and telephone number of the applicant and the person, firm, or corporation erecting the sign.
2. Address or permanent parcel number of the property where the sign will be located.
3. A sketch showing the location of the building, structure, or parcel of land upon which the sign is to be attached or erected, and showing the proposed sign in relation to buildings structures, together with the depth of setback from lot lines.
4. Two (2) scaled drawings of the plans and specifications for the sign and information on the method of construction and attachment to structures or the ground.
5. Any required electrical permit.
6. Identification of the Zoning District in which the sign is to be located, together

with any other information which the Zoning Administrator may require in order to determine compliance with this Chapter.

C. All signs requiring electrical service shall be reviewed for compliance with the electrical code applicable to the Township.

D. The Zoning Administrator shall issue a sign permit if all provisions of this Chapter and other provisions of this Ordinance and other applicable Township ordinances are satisfied. A sign authorized by such a permit shall be installed or shall be under construction within six (6) months of the date of issuance of the sign permit or the permit shall expire. A new permit may be issued upon the filing of a new application and payment of the required fee.

Section 12.14 Sign Regulations Applicable to All Districts

A. It shall be unlawful for any person to erect, place, maintain, or continue a sign upon any lands in the Township except in accordance with the provisions of this Ordinance.

B. All signs shall be stationary and shall pertain only to the business or activity conducted on the premises, except for political signs and community special event signs.

C. Real estate signs shall be removed within thirty (30) days after completion of the sale or lease of the property.

D. Political signs shall be removed within ten (10) days after the election or referendum to which the sign refers.

E. Except for governmental signs, no sign shall be placed in, or extend into, any public street right-of-way.

F. One (1) construction sign per site is permitted, subject to the following restrictions:

1. Construction signs shall not be larger than thirty two (32) square feet and shall not exceed twelve (12) feet in height.

2. Construction signs shall not be erected until a building permit has been issued for the building or project which is the subject of the proposed sign and construction activity has begun.

3. Construction signs shall be removed immediately upon issuance of any occupancy permit for the building or structure which is the subject of the construction sign.

G. Community special event signs may be permitted for a period not to exceed thirty (30) days.

H. Directional signs shall not exceed six (6) square feet in area per sign.

I. No wall sign shall project above the building roof line.

J. Flashing and intermittently illuminated signs are prohibited. Any sign lighting shall be shielded from vehicular traffic and adjacent residential properties.

Section 12.15 Nonconforming Signs

- A. Every permanent sign which does not conform to the height, size, area, or location requirements of this Chapter is deemed to be nonconforming.
- B. Nonconforming signs may not be expanded, enlarged, or extended, but they may be maintained and repaired so as to continue their useful life.
- C. A nonconforming sign may be diminished in size or dimension, or the copy on the sign may be amended or changed, without adversely affecting the status of the sign as a nonconforming sign.

Section 12.16 Signs in Residential Districts

In addition to signs permitted and as regulated in all districts, the following signs are permitted in Residential Districts:

- A. One (1) non-illuminated subdivision identification sign per entrance road for each subdivision development, except that no two (2) such signs per subdivision shall be located closer to each other than one thousand three hundred and twenty (1,320) feet. A subdivision identification sign shall not exceed thirty two (32) square feet in area and shall not be higher than eight (8) feet.
- B. One(1) freestanding sign not to exceed sixteen (16) square feet in sign area and placed a minimum of fifteen (15) feet from each side lot line for permitted nonresidential uses. Such sign shall not be illuminated and shall not be higher than six (6) feet.
- C. Not more that two (2) signs per property, advertising the sale of produce grown on the premises, each sign not to exceed sixteen (16) square feet and a height not exceeding six (6) feet.

Section 12.17 Signs in Commercial and Industrial Districts

In addition to signs permitted and regulated in all districts, the following signs are permitted in the NCS Neighborhood Commercial Service District and LI Light Industrial District:

- A. One (1) freestanding sign for each lot or parcel of land, not to exceed sixty-four (64) square feet in sign area and not to exceed twenty (20) feet in height.
- B. Wall Signs in the Commercial District
 - 1. Each commercial establishment shall be permitted to have one (1) wall sign. For each commercial establishment on a corner lot, one (1) wall sign per public or private street frontage is permitted.
 - a. Commercial establishments located in a freestanding building with one hundred (100) feet or less of freestanding building frontage shall be permitted a wall sign area not to exceed one (1) square foot of sign for each lineal foot of street frontage of such freestanding building.
 - b. Commercial establishments with more than one hundred (100) feet of freestanding building frontage shall be permitted a wall sign area not to exceed one (1) square foot of sign for each of the first one hundred (100) lineal feet of freestanding

building frontage and one and one-half (1 ½) square feet of sign for each three (3) lineal feet in excess of one hundred (100) lineal feet.

c. Wall sign area for commercial establishment consisting of a separate business located in a building with other businesses but with a separate and independent entrance shall be calculated in the same manner as in a freestanding building, using the building frontage of such commercial establishment.

2. The wall sign shall be attached to the same wall which is used to determine its size.

C. Wall Signs in the Light Industrial District

1. Each industrial establishment shall be permitted to have one (1) wall sign. For each industrial establishment on a corner lot, one (1) wall sign per public or private street frontage is permitted. Each industrial establishment shall have not more than one (1) wall sign per wall.

2. The size of the wall sign shall comply with the following regulation:

a. Industrial establishments with up to one hundred (100) lineal feet of wall fronting a street are permitted to have a sign area not to exceed thirty two (32) square feet.

b. Industrial establishments with more than one hundred (100) lineal feet of wall fronting a street are permitted to have a sign area of thirty two (32) square feet plus one (1) additional square foot of sign area for each four (4) lineal feet of wall exceeding one hundred (100) lineal feet.

3. Wall signs shall not face a Residential District unless the district and the building are separated by a public or private street or other Nonresidential District.

4. The wall sign shall be attached to the same wall which is used to determine its size.

Section 12.18

Signs for Other Land Uses

Signs for Special Land Uses shall comply with the sign requirements of the District in which the Special Land Use is located, except to the extent that such requirements may be altered or modified in the approved conditions for the Special Land Use.