



27400 Southfield Rd  
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[www.lathrupvillage.org](http://www.lathrupvillage.org)

To: DDA Board of Directors

From: Susie Stec, Director – Community & Economic Development /DDA Director

RE: Sign Grant – 18411 W. 12 Mile Road

Date: August 10, 2023

Update: This grant application was on the July 21, 2023 DDA Board of Directors agenda; however, Board Member Jones recused herself which lead to an insufficient number of eligible voters. The item was tabled to the August meeting when more members of the board may be present. All remaining memo text remains unchanged.

A Sign Grant application was received by the property owners of 18411 W. 12 Mile Road (Charlotte & Scottie Jones, LOGOS/Hope for All Seasons). The property owners intend to install a new wall sign and update the face panels on the existing monument sign.

The proposed wall sign will be 10.36 square feet and the new face panels total 27.8 square feet, both of which meet standards detailed in the chart below. The wall sign will require a permit through the Building Department; however, the face panels will not require a permit per the ordinance.

52-24. Sign Types Permitted by District				
B. Office Districts (O & GO). Permits required, unless otherwise noted				
Sign Type	Location	Max. Sign Surface Display Area	Max. Height	Number
Principal Wall Signs	On principal building façade to be placed at the sign band, when provided.	Setback from lot line from 0 to 100 ft: 10% of ground floor, street-facing building face up to 64 sq ft  Setback more than 100 ft: 15% of ground floor, street-facing building face up to 64 sq ft	Not to exceed height of building	1 per business with individual exterior entrance or, if a common entrance is provided, one per building
Monument sign See Section 52-25.A.	At the property entrance, setback 10	32 sq ft per side	5 ft from ground level to top of sign	1 per parcel. 1 additional sign is permitted if the parcel has more than 100 feet

	ft from street right-of-way line			of frontage on 11 or 12 Mile Roads provided they are separated by 100 ft. minimum.
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The estimated cost of the proposed signage is \$3,459.51.

Per the DDA Sign Grant Program parameters, the LVDDA Board of Directors may approve and provide reimbursement for signage up to a maximum grant of fifty (50%) percent of total project cost or two thousand dollars (\$2,000.00).

*Suggested Motion: To award a DDA Sign Grant in the amount of \$1,730 to the property owners of 18411 W. 12 Mile Road to be reimbursed upon installation and final approval by the Building Official.*