



City of Flint
Planning & Zoning Department
1101 S Saginaw Street Room S105, Flint, MI 48502
Phone: (810)766-7426
www.cityofflint.com/department/planning-and-zoning/

Fee: \$125 _____
Date Rec'd: _____
Application #: _____
Meeting Date: _____

Application for Planned Sign Program

Property Address & Parcel ID Numbers	Property or Street Address:	
	Parcel I.D. Number(s):	
Zoning District:		

Project Description			
	Does project involve Specially Designated Merchant License, Specially Designated Distributor License, or other liquor license?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Are there any easements on the property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Applicant <i>(Must have a legal interest in the property)</i>	Name:				
	Firm:				
	Address:				
	City:				
	State:		Zip Code:		
	Phone:		Email:		
	<input type="checkbox"/> Own the property				
	<input type="checkbox"/> Lease the property, if so what is term of lease?		Years:	W/ options? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	<input type="checkbox"/> Have offer to purchase property (attach purchase agreement)				
	<input type="checkbox"/> Other property interest: (e.g., architect, attorney, contractor, etc.)				
Applicant Signature:					

Primary Contact <input type="checkbox"/> Same as applicant	Name:			
	Firm:			
	Address:			
	City:			
	State:		Zip Code:	
	Phone:		Email:	
	Relationship to Applicant (e.g., architect, attorney, contractor, etc.)			
Property Owner <input type="checkbox"/> Same as applicant	Name:			
	Firm:			
	Address:			
	City:			
	State:		Zip Code:	
	Phone:		Email:	
	Relationship to Applicant (e.g., architect, attorney, contractor, etc.)			

Please note:

The non-refundable fee made payable to the City of Flint must accompany your application.

**Planned Sign Program – [50-178 A.1](#). Demonstrated Need
Applicant Responses**

i. A deviation from the specific sign requirements of the Zone District is needed;

ii. The applicant's property is unique when compared to other parcels in the same Zone District and in the same vicinity;

iii. The proposed plan shall be consistent with the purposes and intent of this Chapter and this Article;

iv. The proposed plan shall not create a danger to public safety;

v. The approval of the Planned Sign Program shall not have an adverse impact on property in the vicinity;

vi. The proposed signs are compatible with surrounding buildings as well as the buildings on site; and

vii. The proposed signs will be constructed out of high-quality material.

Planned Sign Program Submission Materials		
Requirements	Comments	N/A
The project site shall be larger than 2 acres in size, or the building shall have four (4) or more tenants or units.		
Plans and specifications showing the location on the lot or building and the method of construction, illumination and support of such sign(s).		
A scale drawing showing sign faces, exposed surfaces and the proposed lettering and design accurately represented as to size, area, proportion and color.		
Photographs of the street sides of the property in question, showing all existing signs on the property.		
A calculation of the total amount of sign area presently existing on the property.		
Sign installation and landscaping must be completed within one (1) year following approval.		

Functional Types		
Attention-getting Device	Governmental Sign	Private Warning Sign
Prohibited in All Districts See 50-173 for details.	Allowed without a Permit See 50-172 for details.	Allowed without Permit See 50-172 for details.

Signs Article 15 – 50-169 B. 4. Include all existing and proposed signage					
<i>Please note if existing.</i>	Zoning District	<u>Sign Type</u>	Display Area per Side	Maximum Height	Setbacks
Sign 1					
Sign Details					
Sign 2					
Sign Details					
Sign 3					
Sign Details					
Sign 4					
Sign Details					
Sign 5					
Sign Details					
Sign 6					
Sign Details					
Sign 7					
Sign Details					
Sign 8					
Sign Details					
Sign 9					
Sign Details					
Sign 10					
Sign Details					

Article 15 Sign Regulations

50-178 Planned Sign Program

- A. In lieu of the specific sign requirements of a particular Zone District, the Planning Commission may review and approve a Planned Sign Program for temporary or permanent signs in all Zone Districts. The approved Planned Sign Program may deviate from the limits imposed by the standard sign requirements.
 - 1. Demonstrated Need. The applicant shall demonstrate the following:
 - i. A deviation from the specific sign requirements of the Zone District is needed;
 - ii. The applicant's property is unique when compared to other parcels in the same Zone District and in the same vicinity;
 - iii. The proposed plan shall be consistent with the purposes and intent of this Chapter and this Article;
 - iv. The proposed plan shall not create a danger to public safety;
 - v. The approval of the Planned Sign Program shall not have an adverse impact on property in the vicinity;
 - vi. The proposed signs are compatible with surrounding buildings as well as the buildings on site; and
 - vii. The proposed signs will be constructed out of high quality material.
- B. A public hearing is required and notice shall be given according to Section 50-189 of this Chapter.
- C. Requirements of Approval. The following rules shall apply:
 - 1. The project site shall be larger than 2 acres in size, or the building shall have four (4) or more tenants or units.
- D. The duration of the display period for temporary signs shall be specified by the Planning Commission.
- E. Deviations from a Planned Sign Program. Deviations from an approved Planned Sign Program shall be approved by the Planning Commission.
- F. The applicant may appeal a decision of the Planning Commission to the Zoning Board of Appeals.