



# COMMUNITY DEVELOPMENT DEPARTMENT

45175 Ten Mile Road  
Novi, MI 48375  
(248) 347-0415 Phone  
(248) 735-5600 Facsimile  
[www.cityofnovi.org](http://www.cityofnovi.org)

## ZONING BOARD OF APPEALS STAFF REPORT

FOR: City of Novi Zoning Board of Appeals

ZONING BOARD APPEALS DATE: February 14, 2017

REGARDING: 26150 TOWN CENTER DRIVE (50-22-14-376-018) PZ16-0063

BY: Larry Butler, Deputy Director Community Development

### I. GENERAL INFORMATION:

**Applicant**

ALLIED SIGNS, INC.

**Variance Type**

SIGN VARIANCE

**Property Characteristics**

Zoning District:	OSC (office service commercial)
Location:	north of Eleven Mile Road and east of Town Center Drive
Parcel #:	50-22-14-376-018

**Request**

The applicant is requesting a variance from the City of Novi Code of Ordinance; Section 28-5(2), to allow one 22 square foot ground sign and code section 28-5(2) to allow one additional wall sign at 23.81 square foot. This property is zoned OSC (OFFICE SERVICE COMMERCIAL)

### II. STAFF COMMENTS:

The applicant is requesting an additional wall sign and an additional ground sign beyond the initial wall sign allowed by right (already permitted) request is for (3) signs.

### III. RECOMMENDATION:

The Zoning Board of Appeals may take one of the following actions:

1. I move that we ***grant*** the variance in Case No. **PZ16-0063**, sought by \_\_\_\_\_, for \_\_\_\_\_ because Petitioner has shown practical difficulty requiring \_\_\_\_\_.
- (a) Without the variance Petitioner will be unreasonably prevented or limited with respect to use of the property because \_\_\_\_\_.
- (b) The property is unique because \_\_\_\_\_.
- (c) Petitioner did not create the condition because \_\_\_\_\_.

\_\_\_\_\_.

(d) The relief granted will not unreasonably interfere with adjacent or surrounding properties because\_\_\_\_\_.

\_\_\_\_\_.

(e) The relief if consistent with the spirit and intent of the ordinance because

\_\_\_\_\_.

\_\_\_\_\_.

(f) The variance granted is subject to:

1. \_\_\_\_\_.

2. \_\_\_\_\_.

3. \_\_\_\_\_.

4. \_\_\_\_\_.

2. I move that we **deny** the variance in Case No. **PZ16-0063**, sought by \_\_\_\_\_,  
for \_\_\_\_\_ because Petitioner has not shown practical difficulty requiring \_\_\_\_\_.

(a) The circumstances and features of the property including \_\_\_\_\_ are not unique because they exist generally throughout the City.

(b) The circumstances and features of the property relating to the variance request are self-created because \_\_\_\_\_.

(c) The failure to grant relief will result in mere inconvenience or inability to attain higher economic or financial return based on Petitioners statements that \_\_\_\_\_.

(d) The variance would result in interference with the adjacent and surrounding properties by \_\_\_\_\_.

(e) Granting the variance would be inconsistent with the spirit and intent of the ordinance to \_\_\_\_\_.

Should you have any further questions with regards to the matter please feel free to contact me at (248) 347-0417.

Larry Butler  
Deputy Director Community Development  
City of Novi



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## ZONING BOARD OF APPEALS APPLICATION

**APPLICATION MUST BE FILLED OUT COMPLETELY**

**Application Fee:** \_\_\_\_\_  
**Meeting Date:** \_\_\_\_\_  
**ZBA Case #: PZ** \_\_\_\_\_

I. PROPERTY INFORMATION (Address of subject ZBA Case)			
PROJECT NAME / SUBDIVISION Homewood Suites			
ADDRESS 26150 Town Center Drive		LOT/SIUTE/SPACE #	
SIDWELL # 50-22-14 - 376 - 018		May be obtain from Assessing Department (248) 347-0485	
CROSS ROADS OF PROPERTY Between 11 Mile & Crescent			
IS THE PROPERTY WITHIN A HOMEOWNER'S ASSOCIATION JURISDICTION? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO		REQUEST IS FOR: <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> COMMERCIAL <input type="checkbox"/> VACANT PROPERTY <input checked="" type="checkbox"/> SIGNAGE	
DOES YOUR APPEAL RESULT FROM A NOTICE OF VIOLATION OR CITATION ISSUED? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO			
II. APPLICANT INFORMATION			
A. APPLICANT		EMAIL ADDRESS Kim@alliedsignsinc.com	CELL PHONE NO.
NAME Patrick Stieber		TELEPHONE NO. 586-791-7900	
ORGANIZATION/COMPANY Allied Signs, Inc.		FAX NO. 586-791-7788	
ADDRESS 33650 Giftos	CITY Clinton Twp.	STATE MI	ZIP CODE 48375
B. PROPERTY OWNER <input type="checkbox"/> CHECK HERE IF APPLICANT IS ALSO THE PROPERTY OWNER			
Identify the person or organization that owns the subject property:		EMAIL ADDRESS	CELL PHONE NO.
NAME		TELEPHONE NO. 248-419-5569	
ORGANIZATION/COMPANY Stellar Hospitality Novi, LLC		FAX NO.	
ADDRESS 32825 Northwestern Hwy.	CITY Farmington Hills	STATE MI	ZIP CODE 48334
III. ZONING INFORMATION			
A. ZONING DISTRICT			
<input type="checkbox"/> R-A <input type="checkbox"/> R-1 <input type="checkbox"/> R-2 <input type="checkbox"/> R-3 <input type="checkbox"/> R-4 <input type="checkbox"/> RM-1 <input type="checkbox"/> RM-2 <input type="checkbox"/> MH <input type="checkbox"/> I-1 <input type="checkbox"/> I-2 <input type="checkbox"/> RC <input type="checkbox"/> TC <input type="checkbox"/> TC-1 <input checked="" type="checkbox"/> OTHER <u>OSC</u>			
B. VARIANCE REQUESTED			
INDICATE ORDINANCE SECTION (S) AND VARIANCE REQUESTED:			
1. Section <u>28-5(2)b.(a)(ii)b.</u> Variance requested		<u>To be allowed (1) ground sign @ 22 square feet</u>	
2. Section <u>28-5(3)</u> Variance requested		<u>To be allowed an additional wall sign @ 23.81 sqft.</u>	
3. Section _____ Variance requested		_____	
4. Section _____ Variance requested		_____	
IV. FEES AND DRAWINGS			
A. FEES			
<input type="checkbox"/> Single Family Residential (Existing) \$200 <input type="checkbox"/> (With Violation) \$250 <input type="checkbox"/> Single Family Residential (New) \$250 <input type="checkbox"/> Multiple/Commercial/Industrial \$300 <input type="checkbox"/> (With Violation) \$400 <input checked="" type="checkbox"/> Signs \$300 <input type="checkbox"/> (With Violation) \$400 <input type="checkbox"/> House Moves \$300 <input type="checkbox"/> Special Meetings (At discretion of Board) \$600			
B. DRAWINGS 1-COPY & 1 DIGITAL COPY SUBMITTED AS A PDF			
<ul style="list-style-type: none"> <li>• Dimensioned Drawings and Plans</li> <li>• Site/Plot Plan</li> <li>• Existing or proposed buildings or addition on the property</li> <li>• Number &amp; location of all on-site parking, if applicable</li> </ul>		<ul style="list-style-type: none"> <li>• Existing &amp; proposed distance to adjacent property lines</li> <li>• Location of existing &amp; proposed signs, if applicable</li> <li>• Floor plans &amp; elevations</li> <li>• Any other information relevant to the Variance application</li> </ul>	



# ZONING BOARD OF APPEALS APPLICATION

## V. VARIANCE

### A. VARIANCE (S) REQUESTED

DIMENSIONAL    USE    SIGN

There is a five-(5) hold period before work/action can be taken on variance approvals.

### B. SIGN CASES (ONLY)

Your signature on this application indicates that you agree to install a **Mock-Up Sign** ~~ten-(10)~~ days before the schedule ZBA meeting. Failure to install a mock-up sign may result in your case not being heard by the Board, postponed to the next schedule ZBA meeting, or cancelled. A mock-up sign is **NOT** to be actual sign. Upon approval, the mock-up sign must be removed within five-(5) days of the meeting. If the case is denied, the applicant is responsible for all costs involved in the removal of the mock-up or actual sign (if erected under violation) within five-(5) days of the meeting.

### C. ORDINANCE

#### City of Novi Ordinance, Section 3107 – Miscellaneous

No order of the Board permitting the erection of a building shall be valid for a period longer than one-(1) year, unless a building permit for such erection or alteration is obtained within such period and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

No order of the Board permitting a use of a building or premises shall be valid for a period longer than one-hundred and eighty-(180) days unless such use is establish within such a period; provided, however, where such use permitted is dependent upon the erection or alteration or a building such order shall continue in force and effect if a building permit for such erection or alteration is obtained within one-(1) year and such erection or alteration is started and proceeds to completion in accordance with the terms of such permit.

### D. APPEAL THE DETERMINATION OF THE BUILDING OFFICIAL

PLEASE TAKE NOTICE:

The undersigned hereby appeals the determination of the Building Official / Inspector or Ordinance made

CONSTRUCT NEW HOME/BUILDING    ADDITION TO EXISTING HOME/BUILDING    SIGNAGE

ACCESSORY BUILDING    USE    OTHER \_\_\_\_\_

## VI. APPLICANT & PROPERTY SIGNATURES

### A. APPLICANT



Applicant Signature

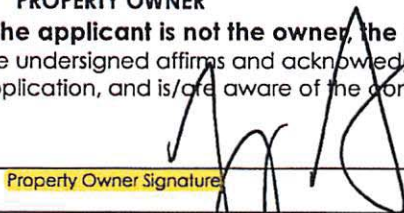
11/28/16

Date

### B. PROPERTY OWNER

**If the applicant is not the owner, the property owner must read and sign below:**

The undersigned affirms and acknowledges that he, she or they are the owner(s) of the property described in this application, and is/are aware of the contents of this application and related enclosures.



Property Owner Signature

11/21/2016

Date

## VII. FOR OFFICIAL USE ONLY

### DECISION ON APPEAL:

GRANTED

DENIED

The Building Inspector is hereby directed to issue a permit to the Applicant upon the following and conditions:

\_\_\_\_\_  
Chairperson, Zoning Board of Appeals

\_\_\_\_\_  
Date



**Community Development Department**

45175 Ten Mile Road  
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**REVIEW STANDARDS  
SIGN VARIANCE**

The Zoning Board of Appeals (ZBA) will review the application package and determine if the proposed Sign Variance meets the required standards for approval. In the space below, and on additional paper if necessary, explain how the proposed project meets each of the following standards. (Increased costs associated with complying with the Zoning Ordinance will not be considered a basis for granting a Sign Variance.)

**Standard #1. Extraordinary Circumstances or Conditions.**

Explain how the circumstances or physical conditions applying to the property that do not apply generally to other properties in the same Zone District or in the general vicinity. Circumstances or physical conditions may include:

- a. Shape of Lot.** A sign could not be placed in the location required by the Zoning Ordinance due to the shape, topography or other physical conditions of the lot or due to the location of an existing structure.

Not Applicable     Applicable    If applicable, describe below:

*and/or*

- b. Environmental Conditions.** A sign could not be placed in the location required by the Zoning Ordinance without removing or severely altering natural features, such as trees, topography, drainage courses or encroaching upon stormwater facilities.

Not Applicable     Applicable    If applicable, describe below:

*and/or*

- c. Abutting Property.** A sign could not be reasonably seen by passing motorists due to the configuration of existing buildings, trees, signs or other obstructions on an abutting property.

Not Applicable     Applicable    If applicable, describe below:

- d. **Scale of Building or Lot Frontage.** A sign that exceeds permitted dimensions for area and/or height could be considered appropriate in scale due to the length of the building frontage (wall sign only) or length of the lot frontage (ground sign only).

Not Applicable     Applicable    If applicable, describe below:

Due to the size of the building and lot, there is a lack of identification with only being allowed (1) sign. Currently they have a permit for a wall sign that complies with the ordinance. They want to be allowed a ground sign in addition to the allowable wall sign. The proposed ground sign meets the ordinance requirements. The additional wall sign proposed is small at 23.81 sq.ft. and are just non-illuminated pin mounted letters. The sign is more for identification from the interior of the lot and not so much the road as this is located next to the front door.

- e. **Not Self-Created.** Describe the immediate practical difficulty causing the need for the Variance was not created by the applicant or any person having an interest in the sign, sign structure, or property.

Not Applicable     Applicable    If applicable, describe below:

The requested variance is not self created. The ordinance was written to only allow (1) sign per parcel despite the size and shape of said parcel or building.

## Standard #2. Limit Use of Property.

Explain how the failure to grant relief will unreasonably prevent or limit the use of the property and will result in substantially more than mere inconvenience or inability to attain a higher economic or financial return.

Failure to grant relief won't prevent the use of the property but will be burdensome with only being allowed (1) sign. Many other businesses in the surrounding area have more than one sign.

## Standard #3. Adverse Impact on Surrounding Area.

Explain how the Sign Variance will not result in a use or structure that is incompatible with or unreasonably interferes with adjacent or surrounding properties, will result in substantial justice being done to both the applicant and adjacent or surrounding properties, and is not inconsistent with the spirit and intent of this chapter.

The proposed sign will not interfere with surrounding properties as the proposed ground sign complies with the ordinance and the additional wall sign is just non-illuminated letters located next to the front door.



August 1, 2016

Allied Signs Inc.  
33650 Giftos  
Clinton Township, Michigan 48035

RE: HOMEWOOD SUITES

The sign permit applications for the above location have been reviewed.

The new wall sign of 65 square feet is approved.

The ground sign is denied.  
Sign Code Section 28-5(3) permits only one sign per parcel of property.

Should you wish to request consideration of a variance from the Zoning Board of Appeals you may do so by completing the application and submitting along with a \$300.00 fee to the Novi Community Development Department.

Should you have any questions please contact me at 248-347-0438 or [jniland@cityofnovi.org](mailto:jniland@cityofnovi.org)

Sincerely,

CITY OF NOVI

Jeannie Niland  
Ordinance Enforcement Officer

Proposed sign

DETAILS - D/F MONUMENT SIGN



Note: Ground Signage requires a variance through the city of Novi.

FABRICATED D/F .063" (1.6mm) THK. ALUM. SIGN CABINET with ONE PIECE FILLER/RETAINER. PAINTED PMS 323C. PAINT FACE OF RETAINER PMS WARM RED. PAINT INTERIOR w/ STARBRITE LIGHT ENHANCING PAINT.  
 FLAT .150" (3.8mm) THICK SPARTECH SUNGARD #7328 WHITE POLYCARBONATE FACES w/ 1st SURFACE 3M (OR APPROVED EQUIV.) 3630-6949 TEAL GREEN TRANSLUCENT VINYL OVERLAY  
 - GRAPHICS COMPUTER CUT OUT & REVERSE WEEDED / WHITE SHOWS THRU. "DUCK" LOGO 3M (OR APPROVED EQUIV.) 3630-131 METALLIC GOLD VINYL APPLIED CUT OUT OPENING COPY & RULE LINES ARE WHITE.

SIGN FACES INTERNALLY ILLUMINATED w/ 800mA HI-OUTPUT FLUORESCENT DAYLIGHT LAMPS.

RECESSED .063" (1.6mm) THK. ALUM. REVEAL - PAINTED TO MATCH PMS 419 DARK GREY (SATIN FINISH)

FABRICATED .063" (1.6mm) THK. ALUM. BASE/COVER - PAINTED TO MATCH PMS 419 DARK GREY (SATIN FINISH)

UNDERGROUND ELECTRICAL SERVICE TO SIGN BY OTHERS. SIGN CONTRACTOR TO MAKE FINAL CONNECTION AS DETERMINED BY LOCAL SIGN ORDINANCES.

TS 2" x 2" x .187" (50.8mm x 50.8mm x 4.8mm) STEEL SUPPORT.

9" (228.6mm) DIA. x 3'-0" (914.4mm) DEEP CONCRETE PIER FOUNDATION. FOUNDATION SET 2" (50.8mm) BELOW GRADE.



**D/F MONUMENT SIGN @ 6'-0" OAH**  
 Scale: 1" = 1'

ALL ILLUMINATED SIGNAGE REQUIRE THE CLIENT'S ELECTRICIAN TO FURNISH & INSTALL A COMPLETE PHOTOCELL AND/OR TIME CLOCK TO ALLOW SIGNS TO OPERATE AT DESIGNATED INTERVALS. HOWEVER, SIGN SHALL NEVER OPERATE ON A 24/7 BASIS.



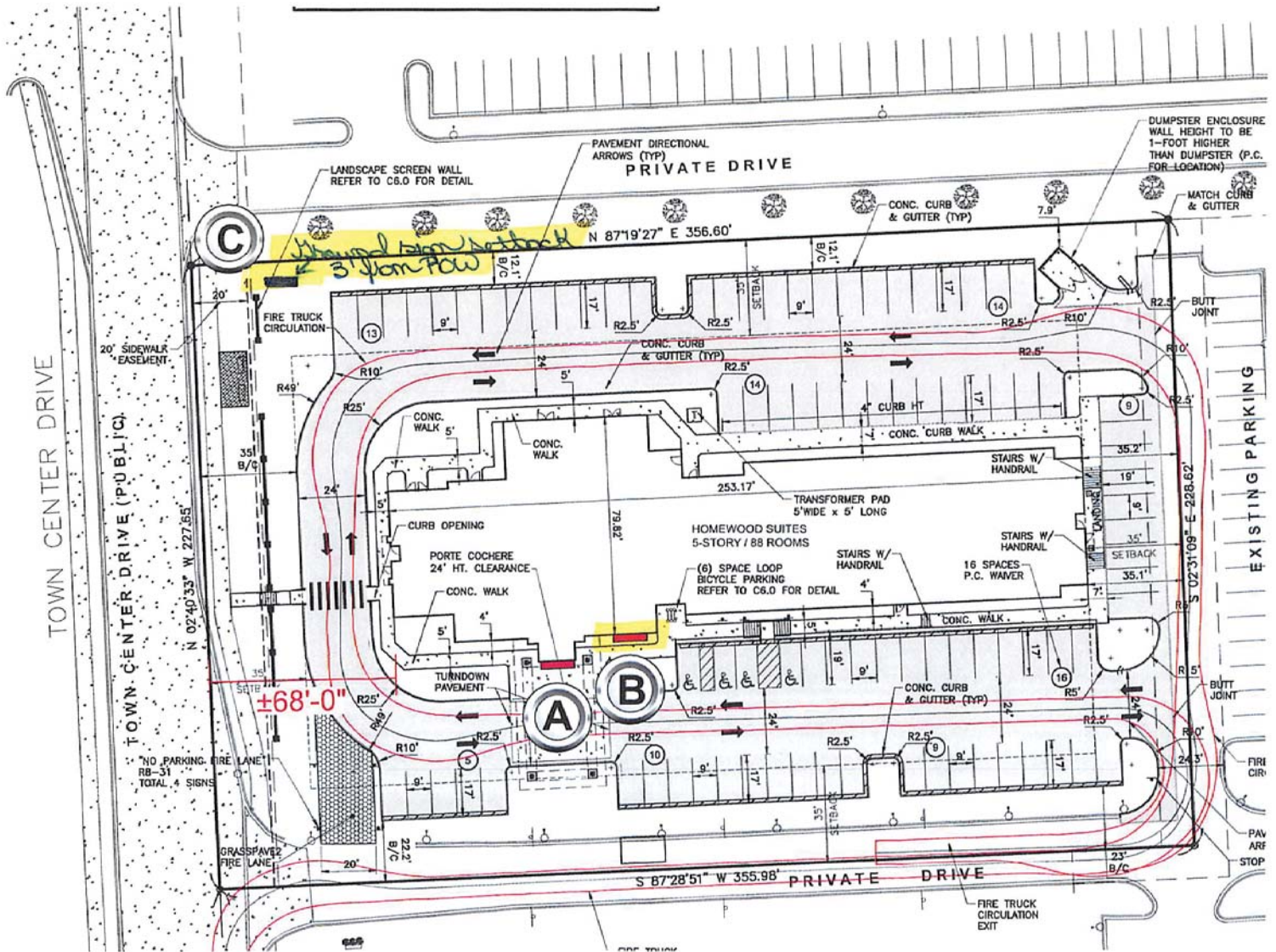
Date:	12-09-15	Project Name:	HOMEWOOD SUITES
Scale:	NTS	Address:	26150 Town Center Drive
Drawn:	E. Tiedra	City/State/Zip:	Novi, MI
Sales:	Brenda H.	Client Approval:	Date:

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No.	Designer	Date	Revision Notes	No.	Designer	Date	Revision Notes
1	Robert B.	12-10-15	Refer to pathfinder for details.	7			
2				8			
3	FLH	07/27/16	Refer to pathfinder for details.	9			
4	JJ	08/04/16	Refer to PATHFINDER for details.	10			
5				11			
6				12			

<b>DESIGN DRAWING 5 of 5</b>
Request Number:
<b>DEV-HMST-00101-R4</b>
File Location:
W:\Homewood Suites\ArtDrawings\DEV-HMST-00101





LANDSCAPE SCREEN WALL  
 REFER TO C6.0 FOR DETAIL

PAVEMENT DIRECTIONAL  
 ARROWS (TYP)  
 PRIVATE DRIVE

DUMPSTER ENCLOSURE  
 WALL HEIGHT TO BE  
 1-FOOT HIGHER  
 THAN DUMPSTER (P.C.  
 FOR LOCATION)

N 87°19'27" E 356.60'

3' from PCW

TOWN CENTER DRIVE

TOWN CENTER DRIVE (PUBLIC)

EXISTING PARKING

S 87°28'51" W 355.98' PRIVATE DRIVE

NO PARKING FIRE LANE  
 RB-31  
 TOTAL 4 SIGNS

GRASS PAVED  
 FIRE LANE

FIRE TRUCK  
 CIRCULATION  
 EXIT

(C)

(A)

(B)

(13)

(14)

(9)

HOMESWOOD SUITES  
 5-STORY / 88 ROOMS

PORTE COCHERE  
 24' HT. CLEARANCE

(6) SPACE LOOP  
 BICYCLE PARKING  
 REFER TO C6.0 FOR DETAIL

16 SPACES  
 P.C. W/AVER

TRANSFORMER PAD  
 5' WIDE x 5' LONG

STAIRS W/  
 HANDRAIL

STAIRS W/  
 HANDRAIL

TURNDOWN  
 PAVEMENT

CONC. WALK

CONC. WALK 5'

CONC. WALK

STAIRS W/  
 HANDRAIL

SETBACK

SETBACK

SETBACK

SETBACK

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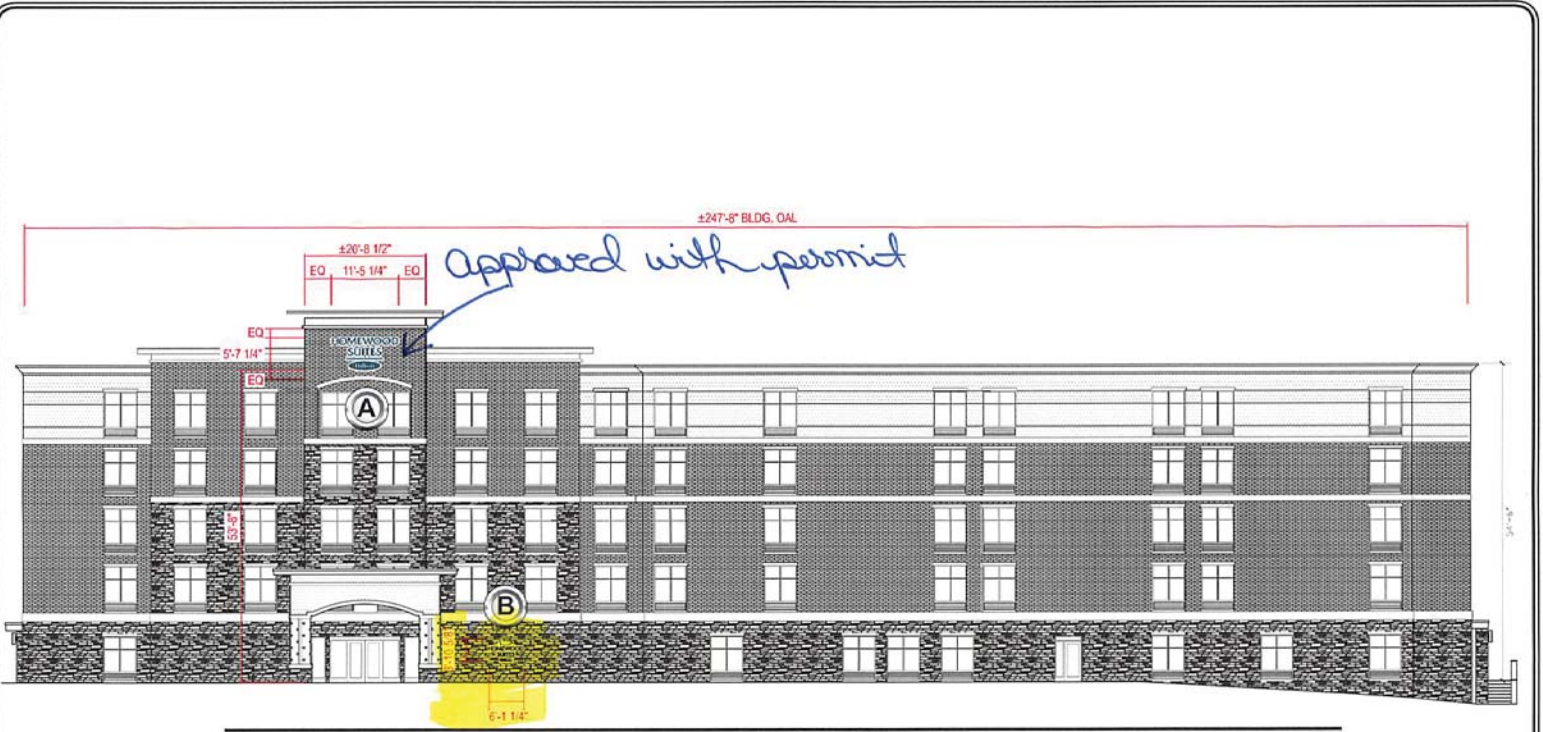
SETBACK

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**(A) (B) SOUTH ELEVATION @ ILLUMINATED CHANNEL LETTERS & PLAQUE SIGN**  
 Scale: 1/16"=1'-0"

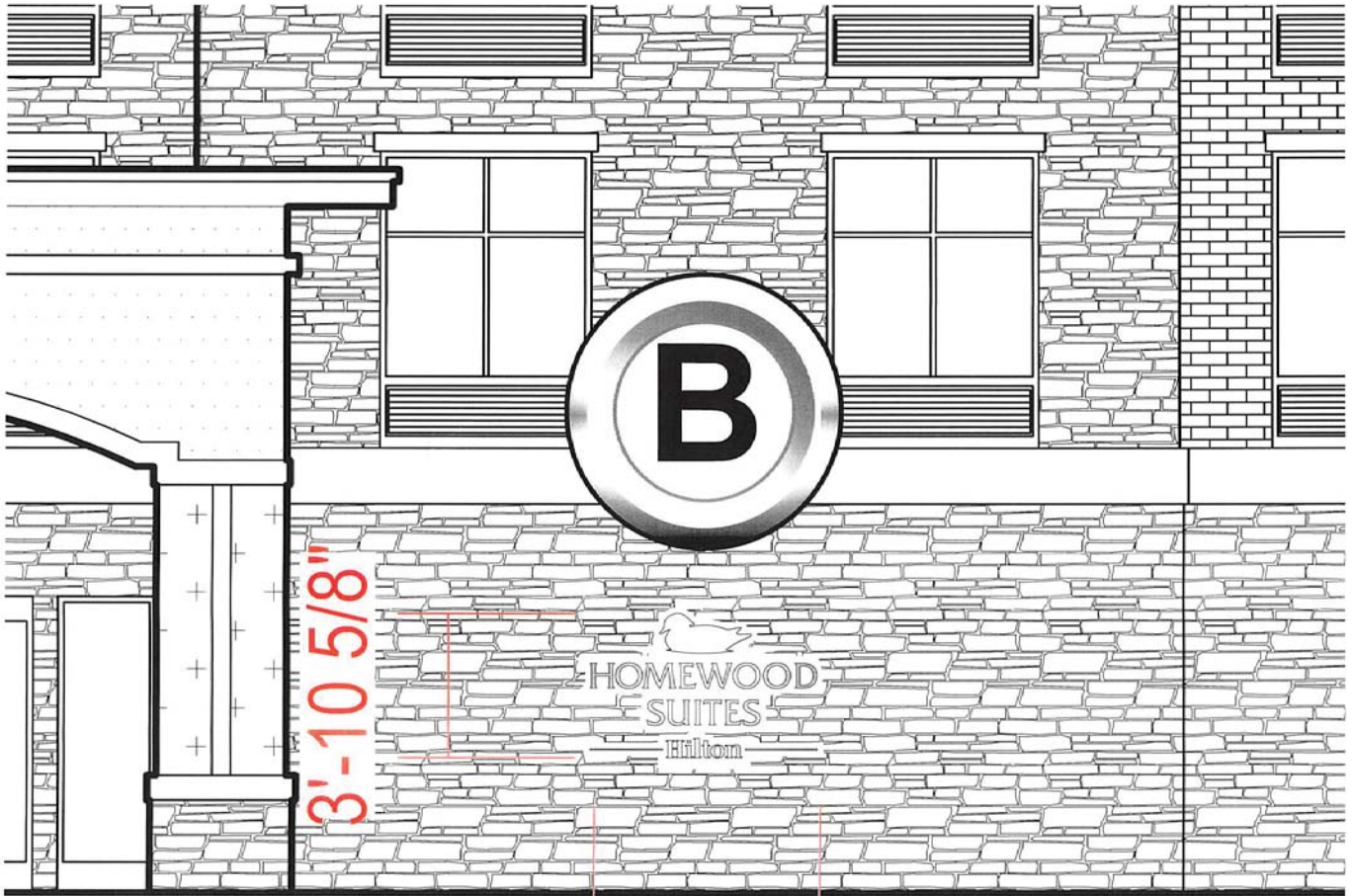


Date:	12-09-15	Project Name:	HOMEWOOD SUITES
Scale:	NTS	Address:	29150 Town Center Drive
Drawn:	E. Tindra	City / State / Zip:	Novi, MI
Sales:	Brenda H.	Client Approval:	Date:

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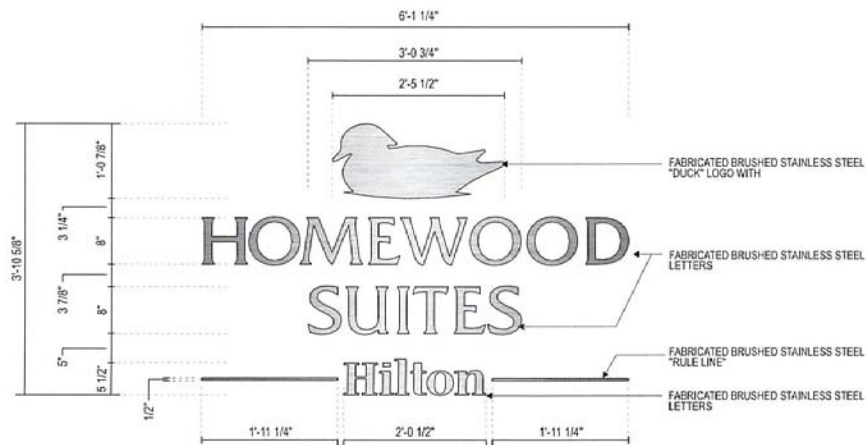
Re.	Designer	Date	Revision Notes	No.	Designer	Date	Revision Notes
1	Rodrig	12-10-15	Refer to pathfinder for details.	7			
2				8			
3	ELM	07-21-16	Refer to pathfinder for details.	9			
4	JJ	08-04-16	Refer to PATHFINDER for details.	10			
5				11			
6				12			

<b>DESIGN DRAWING 2 of 5</b>
Request Number: <b>DEV-HMST-00101-R4</b>
File Location: W:\Homewood Suites\Art\Drawings\DEV-HMST-00101



Up close view

6'-1 1/4"



**B FRONT VIEW @ FCO BUILDING LETTERS**  
 Scale: 3/4"=1'-0" 23.81 SQ. FT.

**LETTER DETAIL**

3/8" (9.5mm) DEEP FABRICATED BRUSHED STAINLESS STEEL GRAPHICS.  
 MOUNT TO WALL WITH ALL-THREAD STUDS & SILICONE ADHESIVE.



Date:	Project Name:	This is an original unpublished drawing created by Coast Sign, Inc. It is submitted for your personal use in conjunction with a project being planned for you by Coast Sign, Inc. And shall not be reproduced, used by or disclosed to any firm or corporation for any purpose whatsoever without written permission.	No.	Designer	Date	Revision Notes	No.	Designer	Date	Revision Notes	
12-09-15	HOMEWOOD SUITES		1	Rowell B.	12-03-15	Refer to pathfinder for details.	7				
Scale: NTS	Address: 20150 Town Center Drive		2				8				
Drawn: E. Tiedra	City/State/Zip: Novi, MI		3	F. Liu	07-23-16	Refer to pathfinder for details.	9				
Sales: Brenda H.	Client Approval: _____ Date: _____		4	JJ	08-09-16	Refer to PATHFINDER for details.	10				
			5				11				
		6				12					

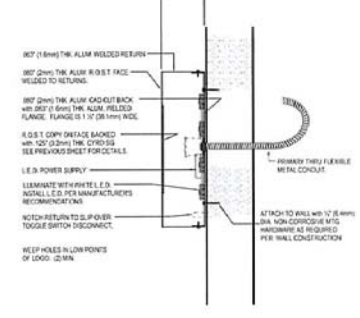
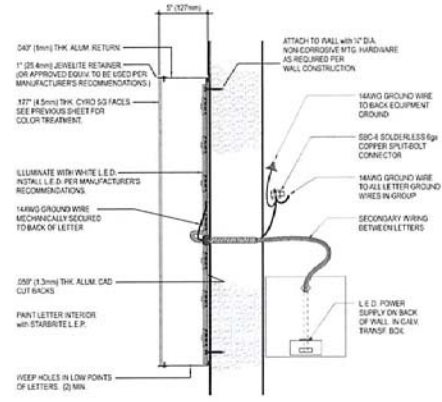
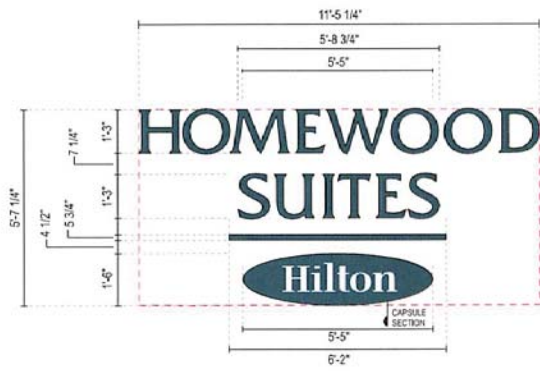
**DESIGN DRAWING 4 of 5**

Request Number: **DEV-HMST-00101-R4**

File Location: W:\Homewood Suites\ArchDrawings\DEV\HMST-00101

This sign is currently permitted.

DETAILS - CHANNEL LETTERS



**A FRONT VIEW @ CHANNEL LETTERS**  
Scale: 3/8"=1'-0"  
64.5 SQ. FT.

LOGO and LETTER SECTION  
(REMOTE POWER SUPPLY)

CAPSULE SECTION  
(SELF-CONTAINED POWER SUPPLY)

**LIGHT COLORED BUILDING TEAL DAY / WHITE NIGHT**

- 5" (127mm) DEEP CHANNEL LETTERS w/ REMOTE POWER SUPPLIES.
- .040" (1mm) THK. ALUM. RETURNS with .050" (1.3mm) THK. ALUM. CAD CUT BACKS. RETURNS PAINTED PMS 323C.
- .177" (4.5mm) THK. CYRO SG WRT31 WHITE FACES w/ 1st SURFACE 3M (OR APPROVED EQUIV. VDN 12661 TEAL DUAL COLOR VINYL, 1" (25.4mm) GOLD JEWELITE (OR APPROVED EQUIV.) RETAINER TO BE USED PER MANUFACTURER'S RECOMMENDATIONS.
- .080" (2mm) THK. ALUM. R.O.S.T. CAPSULE FACE and .063" (1.6mm) THK. ALUM. RETURNS PAINTED PMS 323C.
- R.O.S.T. COPY BACKED UP w/ .125" (3.2mm) THK. CYRO SG WRT31 WHITE ACRYLIC.
- ILLUMINATE WITH WHITE L.E.D.'s TO BE INSTALLED PER MANUFACTURER'S RECOMMENDATIONS
- L.E.D. POWER SUPPLIES (REMOTE BEHIND WALL).

ALL ILLUMINATED SIGNAGE REQUIRE THE CLIENT'S ELECTRICIAN TO FURNISH & INSTALL A COMPLETE PHOTOCELL AND/OR TIME CLOCK TO ALLOW SIGNS TO OPERATE AT DESIGNATED INTERVALS. HOWEVER, SIGN SHALL NEVER OPERATE ON A 24/7 BASIS.



Date:	12-09-15	Project Name:	HOMEWOOD SUITES
Scale:	1/8"=1'-0"	Address:	20150 Town Center Drive
Drawn:	E. Tiedra	City/State/Zip:	Novi, MI
Sales:	Brenda H.	Client Approval:	Date:

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No.	Designer	Date	Revision Notes	No.	Designer	Date	Revision Notes
1	Russell B.	12-10-15	Refer to pathfinder for details.	7			
2				8			
3	FLH	07-27-16	Refer to pathfinder for details.	9			
4	JJ	08-04-16	Refer to PATHFINDER for details.	10			
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**DESIGN DRAWING 3 of 5**  
Request Number:  
**DEV-HMST-00101-R4**  
File Location:  
W:\Homewood Suites\ArtDrawings\DEV-HMST-00101

# ALLIED SIGNS INC.

RECEIVED

DEC 01 2016

CITY OF NOVI  
COMMUNITY DEVELOPMENT

November 30, 2016

City of Novi  
Attn: Community Development  
45175 10 Mile Road  
Novi, MI 48375

**RE: Hometown Suites, 26150 Town Center Drive**

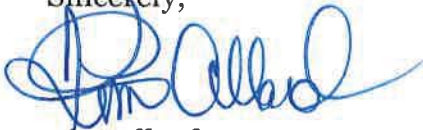
To Whom It May Concern:

Enclosed you will find (1) ZBA application with (1) set of drawings and (1) check in the amount of \$300.00 for the variance application fee.

Please place us on the next available meeting.

If you need anything further, please let me know. Thank you and have a wonderful day!

Sincerely,



Kim Allard  
[Kim@alliedsignsinc.com](mailto:Kim@alliedsignsinc.com)

Enclosures Check # 35035