

## APPLICATION FOR SIGN PERMIT *(revised 3/1/19)*

Georgetown Charter Township  
1515 Baldwin St, P.O. Box 769  
Jenison, MI 49429  
616-457-2690

### APPLICANT INFORMATION

COMPANY NAME: Midwest Sign Company		PHONE: [REDACTED]
APPLICANT NAME: Denise Simons		EMAIL: [REDACTED]
ADDRESS: 1124 Electric Ave	CITY / STATE / ZIP: Wayland	

### PROPERTY INFORMATION

COMPANY NAME: Element Properties		PHONE: [REDACTED]
OWNER / AGENT NAME: Matt Van Woerkom		EMAIL: [REDACTED]
ADDRESS: 7537 20th Ave	CITY / STATE / ZIP: Jenison, MI	
PARCEL NUMBER: don't know	ZONING DISTRICT: OS	
LIST ALL CURRENTLY EXISTING SIGNS ON THE SITE: n/a	LIST ALL SIGNS TO BE REMOVED WITH THIS PROJECT none	

### SIGN INFORMATION

DIMENSION OR SQUARE FOOTAGE OF THE SIGN: 18.67 SF		SIGN WILL ADVERTISE FOR: Element Properties
WILL THE SIGN BE ILLUMINATED: yes	IF SO, HAS AN ELECTRICAL PERMIT BEEN OBTAINED: yes	THE BUSINESS FOR WHICH THIS SIGN ADVERTISES IS LOCATED (please select): <input checked="" type="checkbox"/> ON Site <input type="checkbox"/> OFF Site
LISTING LABORATORY, IF ILLUMINATED: n/a	LISTING NUMBER: n/a	
SELECT TYPE OF SIGN: Freestanding Sign                          Wall Sign <input checked="" type="checkbox"/> Ground Mounted Freestanding Sign		
SETBACK FROM THE CENTER-LINE OF THE ROAD: 15'		LINEAL FRONTAGE (If applicable): n/a
DISTANCE BETWEEN THE BOTTOM OF THE SIGN AND THE GROUND: n/a		OVERALL HEIGHT OF SIGN: 4'

### PERMIT INFORMATION

**ALL SIGNS IN GEORGETOWN TOWNSHIP ARE REQUIRED TO HAVE A SIGN PERMIT and TO MEET ALL APPLICABLE BUILDING CODES**

- \* A COMPLETED DIAGRAM FOR THE SPECIFIED TYPE OF SIGN ABOVE (SEE ATTACHED DIAGRAMS) MUST BE SUBMITTED WITH THIS APPLICATION
- \* IF THE SIGN IS ILLUMINATED, AN ELECTRICAL PERMIT MUST BE APPROVED BEFORE A SIGN PERMIT MAY BE APPROVED
- \* A SIGN MUST RELATE IN ITS SUBJECT MATTER TO THE PREMISES ON WHICH IT IS LOCATED (unless a billboard).
- \* TO DETERMINE THAT ALL APPLICABLE BUILDING CODES ARE MET, ACCORDING TO SECTION 25.8 OF THE ZONING ORDINANCE, STAMPED ENGINEERED DRAWINGS MUST BE PROVIDED FOR PROJECTION WALL SIGNS, POST SIGNS MORE THAN 24 FEET IN HEIGHT or MASARD MOUNTED SIGNS

I CERTIFY THAT I AM SIGNING THIS APPLICATION AS AN AUTHORIZED AGENT OF THE SITE.

### APPLICANT SIGNATURE

IT IS THE APPLICANT'S RESPONSIBILITY TO MEET THE REQUIREMENTS OF THE TOWNSHIP ZONING AND GENERAL ORDINANCES IN ALL RESPECTS and to provide the necessary information to the Township for approval. Copies of the ordinance may be obtained from the Township website at [www.georgetown-mi.gov](http://www.georgetown-mi.gov). BY SIGNING, PERMISSION IS GRANTED FOR THE TOWNSHIP STAFF AND BOARD AND COMMISSION MEMBERS TO ENTER THE SUBJECT PROPERTY FOR PURPOSES OF GATHERING INFORMATION TO REVIEW THIS REQUEST. By signing, I acknowledge there are no refunds for any reason.

APPLICANT SIGNATURE:	DATE:
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## Sign Permits

### Chapter 24(bi)

In all districts, the setbacks for these streets are required to be measured from a point 50 feet or more from the center line of the road

Cottonwood (Port Sheldon to Baldwin)	School (Name changed to Cottonwood)
Jackson	12th (Port Sheldon to Baldwin)
Kenowa	14th (Port Sheldon to Van Buren)
Main	22nd (Edson to Jackson)
Port Sheldon (Main to 44h St)	40th
Rosewood	42nd
8th (Port Sheldon to 44th)	Van Buren

### Chapter 24 (bii)

In all districts, the setbacks for these streets are required to be measured from a point 60 feet or more from the center line of the road

Baldwin	18th (Port Sheldon to Rosewood)
Bauer	20th
Cottonwood (Baldwin to Fillmore)	28th
Fillmore	36th
Port Sheldon (44th St from Kenowa to 48th Ave)	44th
8th (44th to Jackson)	

### Chapter 24 (biii)

In all districts, the setbacks for these streets are required to be measured from a point 70 feet or more from the centerline of the road

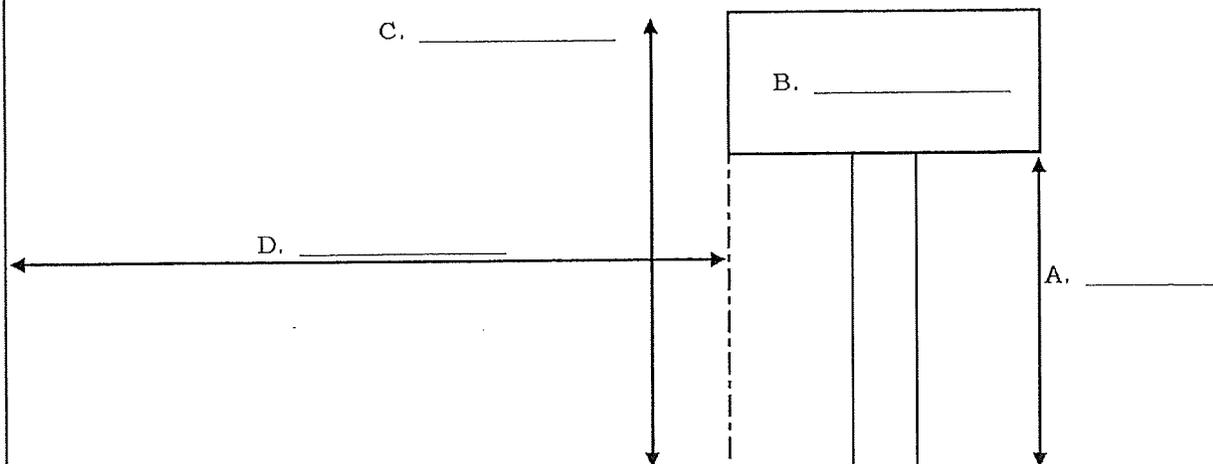
48th

**Right-of-way lines** for streets not listed in bi, bii or biii can be obtained from the Ottawa County Road Commission at 616-842-5400.

### Freestanding Sign

Please fill in the following information below and submit with sign permit application:

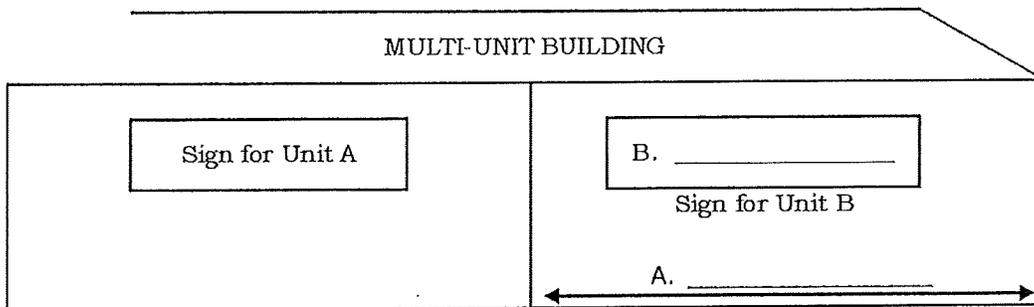
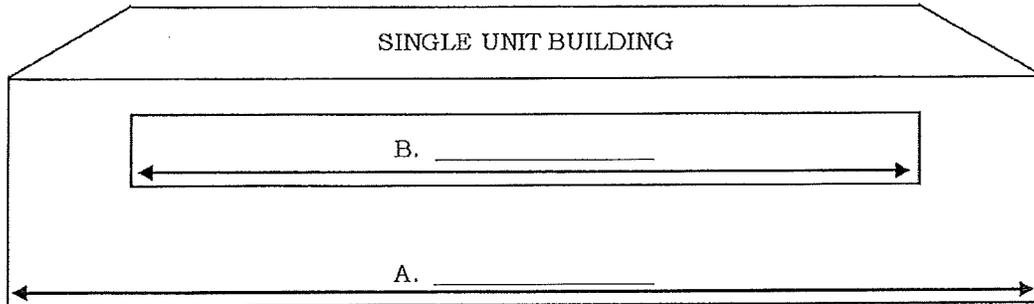
- A. Distance from bottom of sign to the ground
- B. Square footage of the sign
- C. Height of the sign  
*(If over 24 feet, an engineered signed drawing showing footings must be submitted with application)*
- D. Distance from the sign to the centerline of the road (if listed in bi, bii or biii) or to the right of way line.



**Wall Sign**

Please fill in the following information below and submit with sign permit application:

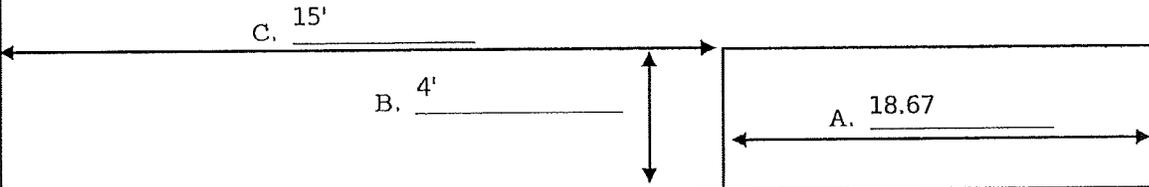
- A. Lineal footage of frontage, either a single building or of a unit in a building
- B. Square footage of sign. Can be up to 1.5 times the size of (A) above or maximum of 200 square feet



**Ground Mounted Freestanding Sign**

Please fill in the following information below and submit with sign permit application:

- A. Square footage of sign
- B. Height of sign
- C. Distance from the sign to the centerline of the road (if listed in bi, bii or biii) or to the right of way line.



**Other Information**

Submit this information with a permanent sign permit application to the Zoning Department at the Township Offices or mail it to:

Georgetown Charter Township  
Zoning Department  
PO Box 769  
Jenison, MI 49429

If there are any questions, feel free to call the Zoning Department at 457-2690.

PERMANENT SIGN REVIEW SHEET (11/23/2010)

PROJECT ADDRESS 7537 20th Ave

P.P. # 70-14-15-327-024

ZONING DISTRICT OS

MULTI-TENANT? Yes

TYPE OF SIGN Ground Mounted

ILLUMINATION? Yes

No flashing, oscillating, or intermittent illumination, except time and temperature (sign may change message once in five (5) minute period).

FREESTANDING SIGN:

HOW MANY? \_\_\_\_\_

Only allowed one (1)

ARE STREETS LISTED BELOW? \_\_\_\_\_

IF SO, WHAT IS THE REQUIRED SETBACK? \_\_\_\_\_

Chapter 24bi: (50 feet from centerline) Cottonwood (Port Sheldon to Baldwin), Jackson, Kenowa, Main, Port Sheldon (Main to 44th), Rosewood (except for south of Chicago Dr.), Van Buren, 8th (Port Sheldon to 44th), 12th (Port Sheldon to Baldwin), 14th (Port Sheldon to Van Buren), 22nd (Edson to Jackson), 40th, 42nd. Chapter 24bil: (60 feet from centerline) Baldwin, Balsam, Bauer, Cottonwood (Baldwin to Fillmore), Fillmore, Port Sheldon (44th from Kenowa to 48th), 8th (44th to Jackson), 18th (Port Sheldon to Rosewood), 20th, 28th, 36th, 44th. Chapter 24biii: (70 feet from centerline) 48th.

ARE SETBACKS OKAY? \_\_\_\_\_ FRONT SETBACK: \_\_\_\_\_

FRONT SETBACK: \_\_\_\_\_

Only if Double Frontage

SQUARE FOOTAGE OF SIGN: \_\_\_\_\_ OVERALL HEIGHT: \_\_\_\_\_

HEIGHT TO BOTTOM OF SIGN: \_\_\_\_\_

Not to exceed 75 SF per side, or 100 SF for a Business Center.

Not to exceed 25ft, over 24ft requires a building permit for the foundation.

Must be at least 8ft.

GROUND-MOUNTED FREESTANDING SIGN:

HOW MANY? 1

Only allowed one (1)

ARE STREETS LISTED BELOW? Yes

IF SO, WHAT IS THE REQUIRED SETBACK? 75

Chapter 24bi: (50 feet from centerline) Cottonwood (Port Sheldon to Baldwin), Jackson, Kenowa, Main, Port Sheldon (Main to 44th), Rosewood (except for south of Chicago Dr.), Van Buren, 8th (Port Sheldon to 44th), 12th (Port Sheldon to Baldwin), 14th (Port Sheldon to Van Buren), 22nd (Edson to Jackson), 40th, 42nd. Chapter 24bil: (60 feet from centerline) Baldwin, Balsam, Bauer, Cottonwood (Baldwin to Fillmore), Fillmore, Port Sheldon (44th from Kenowa to 48th), 8th (44th to Jackson), 18th (Port Sheldon to Rosewood), 20th, 28th, 36th, 44th. Chapter 24biii: (70 feet from centerline) 48th.

ARE SETBACKS OKAY? \_\_\_\_\_ FRONT SETBACK: \_\_\_\_\_

FRONT SETBACK: \_\_\_\_\_

Only if Double Frontage

SQUARE FOOTAGE OF SIGN: 18.66 OVERALL HEIGHT: 4

Not to exceed 50 SF per side.

Not to exceed 4ft.

WALL SIGN:

HOW MANY? \_\_\_\_\_

2 wall signs with single frontage: 75% or less of the allowable square footage - based on lineal frontage

DOUBLE FRONTAGE? \_\_\_\_\_

LINEAL FRONTAGE: \_\_\_\_\_

SQUARE FOOTAGE OF SIGN: \_\_\_\_\_

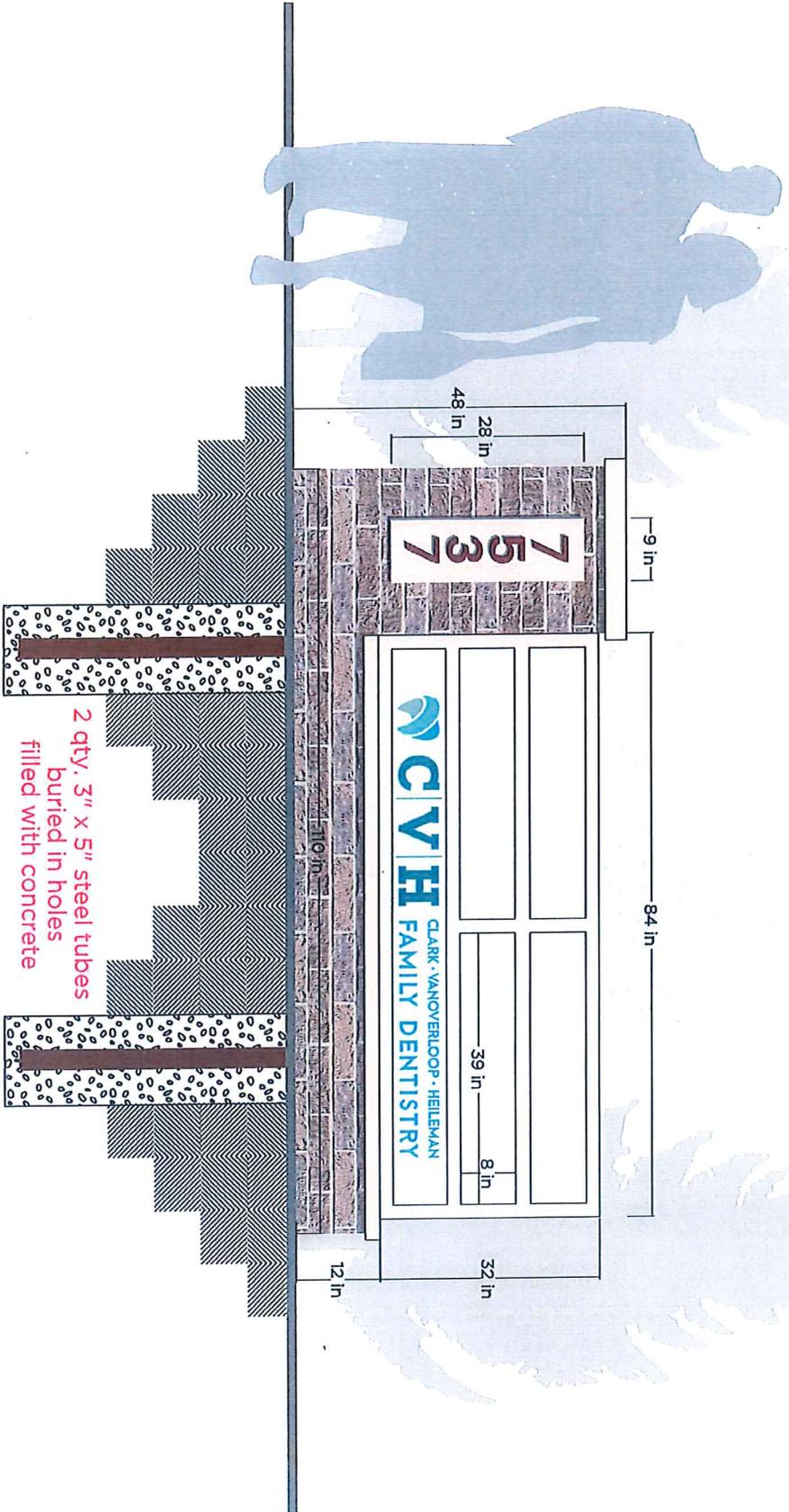
SQUARE FOOTAGE OF 2nd SIGN: \_\_\_\_\_

If applicable

Not to exceed 1.5x the lineal frontage or 200 SF (whichever is less)

# Element Property Solutions

criteria: 50 SF maximum, 4 FT height maximum  
 as drawn: 18.67 SF double-sided internally illuminated monument  
 sign with translucent polycarbonate panels with applied graphics,  
 1/2" acrylic address plaque with 1/2" acrylic dimensional numbers,  
 veneer brick base(Coronado - New England Brick - Charleston)



2 qty. 3" x 5" steel tubes  
 buried in holes  
 filled with concrete

SIGNATURE:	DATE:	DRAWING: 7537 20th ave main id revA	MANAGER: K. Alexander	DATE:
		PROJECT: Element Property Solutions/7537	DESIGN: B. Dunneback	4/17/2025
				1.75



1124 Electric Ave.  
 Wayland, MI 49348

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