



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
October 21, 2025
8:15 AM

AGENDA

CALL TO ORDER

1. Roll Call

PUBLIC COMMENT

APPROVAL OF MINUTES

- [2.](#) DDA Regular Meeting Minutes - September 16, 2025

FINANCIALS

- [3.](#) September Revenue & Expenditure Report

CONFLICTS OF INTEREST

ADDITIONS TO THE AGENDA

UNFINISHED BUSINESS

NEW BUSINESS

- [4.](#) Downtown Sponsorship for Trash Cans
- [5.](#) Facade Grant Update | 709 Delta Ave
- [6.](#) Pausing Social District | Old-Fashioned Christmas
- [7.](#) Planning Commission's Sign Ordinance Review
- [8.](#) Public Health's Narcan Distribution Box Placement

CITY COMMENTS & REPORTS

- [9.](#) Downtown Christmas Tree
10. City Sponsor Halloween Activities
11. Downtown Day Follow-Up
12. Facade Grant Applications Deadline
13. Input Sought for Delta County Master Plan
14. MEDC's Michigan Main Street Program
- [15.](#) Navigating the New LARA Portal for LLC's
16. Notice of General Election on November 4, 2025
17. Old-Fashioned Christmas Updates
18. Open Positions with the City of Gladstone
19. Vision & Opportunity Subcommittee Meeting Updates

BOARD COMMENTS & REPORTS

PUBLIC COMMENT

ADJOURNMENT

The City of Gladstone will provide all necessary, reasonable aids and services, such as signers for the hearing impaired and audiotapes of printed materials being considered at the meeting to individuals with disabilities at the meeting/hearing upon five days notice to the City of Gladstone. Individuals with disabilities requiring auxiliary aids or services should contact the City of Gladstone by writing or calling City Hall at (906) 428-2311.

Posted: 10-17-2025 | Patricia West, Community Development & DDA Director |
pwest@gladstonemi.gov

RULES FOR PUBLIC COMMENT/ PUBLIC HEARINGS

(Excerpt from DDA By-Laws & Rules of Procedure)

G. Public Comment

1. During this portion of the agenda, a member of the audience may address the DDA, including items that were not scheduled on that agenda.
2. A member of the audience speaking during this portion of the agenda shall limit his/her remarks to three minutes unless such time limit is extended by the Chairperson.



GLADSTONE DOWNTOWN DEVELOPMENT AUTHORITY REGULAR MEETING

City Hall Chambers – 1100 Delta Avenue
September 16, 2025
8:15 AM

MINUTES

CALL TO ORDER

Board Chair, Jay Bostwick, called the meeting to order at 8:20 AM ET.

1. Roll Call

PRESENT	ABSENT
Jacob Taylor	Daniel Becker (Excused)
Jay Bostwick	Jason Lippens (Excused)
Kyle Closs	Joe Thompson (Excused)
Nathan Neumeier	
Robert LeDuc	
Parker Grzybowski	

Staff Present: Patricia West

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

2. DDA Regular Meeting Minutes - August 19, 2025

Motion made by Closs, seconded by Neumeier to approve the DDA Regular Meeting Minutes of August 19, 2025.

Voting Yea: Taylor, Bostwick, Closs, Neumeier, LeDuc, Grzybowski

MOTION APPROVED.

FINANCIALS

3. August 2025 Revenue & Expenditures Report

West provided an overview of the August financials, noting that several items require adjustment and cleanup:

- Salary & Benefits – West's full salary and benefits for the Community Development role were incorrectly charged to the DDA. This error was identified on Monday, September 15, and staff is working internally to correct it.
- Temporary Employees – Expenses posted to this line item will be moved to Wages – Part Time. This funding reflects compensation for Samantha Gaudino and has been corrected going forward.
- Materials & Supplies – A significant portion of these expenses will be reclassified to Beautification Purchases. The charges reflect costs billed by Public Works for the downtown tree planting project.

- Equipment Rentals – These charges are also associated with the tree planting project.
- Legal Fees – Expenses reflect attorney fees related to the citizen petition regarding the proposed social district.
- Capital Outlay – The pergolas at the Farmers Market Square are accounted for under this line item. Costs have come in significantly over budget due to labor expenses from Public Works. The DDA discussed lessons learned from this project, including the potential to bid out future DDA projects.

Item 2.

Motion made by Closs, seconded by Grzybowski, to commit funding in the next budget cycle for pergola structures on the opposite side of the Market Square, and to initiate the project through an outside bidding process during the winter months to secure a contractor.

Voting Yea: Taylor, Bostwick, Closs, Neumeier, LeDuc, Grzybowski

MOTION CARRIED.

CONFLICTS OF INTEREST

None.

ADDITIONS TO THE AGENDA

None.

UNFINISHED BUSINESS

4. Downtown Day Booth Assignments

The board signed up for volunteer timeslots to assist with Downtown Day.

NEW BUSINESS

5. Service Agreement | Band Stage Roof at Farmers Market Square

Motion made by Closs, Seconded by LeDuc to enter into the service agreement contract presented for Nathan Neumeier to re-stain and install a roof on the farmers market band stage in exchange for \$1.00.

Voting Yea: Taylor, Bostwick, Closs, Neumeier, LeDuc, Grzybowski

MOTION CARRIED.

CITY COMMENTS & REPORTS

West provided the following updates:

6. City Manager's Retirement

City Manager, Eric Buckman, has announced his retirement for the end of the calendar year. The City Commission has appointed a subcommittee to begin the search process.

7. Downtown Parking Lot Improvements

West shared a concern regarding the city-owned parking lots, which had been discussed at a recent City Commission meeting. She encouraged the Vision & Opportunity Subcommittee to review this issue and develop a formal recommendation to help address parking concerns downtown.

8. Facade Grant Applications are Open

West reiterated that the Facade Grant Applications are now open and encouraged the DDA to help spread the word.

9. Facade Grant Update | 20 S 10th St

West provided an update to the board on the project, noting that the property owner has been diligent in keeping her informed of progress and is currently waiting for the contractor to complete the work.

Item 2.

10. Facade Grant Update | 709 Delta Ave

West reported that she has been in contact with the property owner, who is in the process of securing funding and has a meeting scheduled with the bank in October. Further updates are expected to be available at the October DDA meeting, depending on the outcome of that discussion.

11. Gladstone High School's Homecoming Parade

The homecoming parade will take place on Friday, September 19th. It will travel down 13th Street, and turn right on Minneapolis to arrive at the football field.

12. MEDC's Michigan Main Street Program

West reported that MEDC's Main Street Program has reached out to engage with Gladstone's DDA. She will review the program in detail and prepare a recommendation for the October meeting regarding whether participation would benefit the community.

13. MEDC Visit on September 19th

Pablo Majano from MEDC will be visiting Gladstone on Friday, and plans to meet with West about the momentum that we have been experiencing.

14. Navigating the New LARA Portal for LLC's Workshop

A partnership opportunity with the Small Business Support Hub has presented itself, and the DDA has an opportunity to sponsor this workshop which will take place on October 28th at Saunders Point Brewing. West hopes to facilitate more of these community events to bring together our downtown businesses for networking and collaboration.

15. New Business | Gladstone Savers (11 S 9th St)

Gladstone Savers has joined our downtown community, and formally opened at its new location on Tuesday, September 16th!

16. Upcoming DDA Vision & Opportunity Subcommittee Meeting

The subcommittee will meet on September 25th at 9:30 AM.

17. Upcoming Old-Fashioned Christmas Subcommittee Meeting

The subcommittee will meet on September 30th at 11:00 AM.

BOARD COMMENTS & REPORTS

None.

PUBLIC COMMENT

None.

ADJOURNMENT

Motion made by Closs, Seconded by LeDuc to adjourn at 9:20 AM ET.
Voting Yea: Taylor, Bostwick, Closs, Neumeier, LeDuc, Grzybowski
MEETING ADJOURNED.

BALANCE SHEET REPORT FOR CITY OF GLADSTONE
Balance As of 09/30/2025

Item 3.
09/30/2025
Normal (Abnormal)

GL Number	Description	
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY		
*** Assets ***		
248-000-001.000	CASH	398,864.38
248-000-017.000	INVESTMENT IN FIRST BANK	77,138.74
248-000-017.001	INVESTMENTS IN MI CLASS	103,248.62
248-000-055.000	ACCRUED INCOME	645.82
Total Assets		579,897.56
*** Liabilities ***		
248-000-202.000	ACCOUNTS PAYABLE	2,877.66
248-000-257.000	ACCRUED PAYROLL	259.28
Total Liabilities		3,136.94
*** Fund Equity ***		
248-000-390.000	FUND BALANCE	309,988.86
Total Fund Equity		309,988.86
Total Fund 248:		
TOTAL ASSETS		579,897.56
BEG. FUND BALANCE		309,988.86
+ NET OF REVENUES & EXPENDITURES		266,771.76
= ENDING FUND BALANCE		576,760.62
+ LIABILITIES		3,136.94
= TOTAL LIABILITIES AND FUND BALANCE		579,897.56

REVENUE AND EXPENDITURE REPORT FOR CITY OF GLADSTONE

Balance As of 09/30/2025
 % Fiscal Year Completed: 50.14

Item 3.

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	YTD Balance 09/30/2025 (Abnormal)	Available Balance 09/30/2025 (Abnormal)	% Bdg Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Account Category: Revenues						
Department: 000 REVENUE						
248-000-437.001	CITY CAPTURE	259,718.00	259,718.00	255,863.68	3,854.32	98.52
248-000-437.005	BAY COLLEGE CAPTURE	55,470.00	55,470.00	27,644.85	27,825.15	49.84
248-000-437.009	DELTA COUNTY CAPTURE	84,288.00	84,288.00	84,009.02	278.98	99.67
248-000-437.013	DC ROAD PATROL CAPTURE	21,775.00	21,775.00	0.00	21,775.00	0.00
248-000-437.015	COMM ACTION CAPTURE	13,399.00	13,399.00	0.00	13,399.00	0.00
248-000-437.019	911 DISPATCH CAPTURE	12,561.00	12,561.00	0.00	12,561.00	0.00
248-000-437.021	DATA CAPTURE	10,093.00	10,093.00	0.00	10,093.00	0.00
248-000-437.023	DC RECYCLING CAPTURE	5,023.00	5,023.00	0.00	5,023.00	0.00
248-000-437.025	DELTA COUNTY JAIL BOND CAPTURE	11,943.00	11,943.00	0.00	11,943.00	0.00
248-000-540.000	GRANT REVENUE	6,000.00	6,000.00	2,000.00	4,000.00	33.33
248-000-573.000	LOCAL COMM STABILIZATION SHARE APPRO	6,363.00	6,363.00	0.00	6,363.00	0.00
248-000-642.000	DDA FACADE OWNER'S MATCH	25,000.00	25,000.00	0.00	25,000.00	0.00
248-000-665.000	INTEREST REVENUE	5,000.00	5,000.00	7,177.28	(2,177.28)	143.55
248-000-666.001	LIABILITY & PROP INS REIMBURSEMENT	60.00	60.00	39.75	20.25	66.25
248-000-674.000	DONATIONS	0.00	0.00	500.00	(500.00)	100.00
248-000-675.006	FARMERS MARKET	1,500.00	1,500.00	2,915.00	(1,415.00)	194.33
248-000-675.007	FARMERS MARKET--FOOD ASSISTANCE PROG	1,800.00	1,800.00	1,380.00	420.00	76.67
248-000-675.008	FARMERS MARKET--SQUARE RENTAL FEES	200.00	200.00	0.00	200.00	0.00
248-000-675.009	SOCIAL DISTRICT SPONSORSHIPS	6,000.00	6,000.00	0.00	6,000.00	0.00
248-000-675.010	SOCIAL DISTRICT STICKER REVENUE	1,200.00	1,200.00	0.00	1,200.00	0.00
Total Dept 000 - REVENUE		527,393.00	527,393.00	381,529.58	145,863.42	72.34
Revenues		527,393.00	527,393.00	381,529.58	145,863.42	72.34
Account Category: Expenditures						
Department: 537 ADMINISTRATIVE						
248-537-702.000	WAGES-FULLTIME EMPLOYEES	7,500.00	7,500.00	4,027.21	3,472.79	53.70
248-537-702.101	DPW BENEFITS	0.00	0.00	2,257.15	(2,257.15)	100.00
248-537-703.000	SALARIES	0.00	0.00	2,631.84	(2,631.84)	100.00
248-537-704.000	WAGES-PART TIME EMPLOYEES	31,498.00	31,498.00	15,630.47	15,867.53	49.62
248-537-708.000	UNEMPLOYMENT	125.00	125.00	3.97	121.03	3.18
248-537-709.000	FICA 6.2%	1,953.00	1,953.00	2,324.42	(371.42)	119.02
248-537-711.000	MEDICARE 1.45%	457.00	457.00	543.60	(86.60)	118.95
248-537-716.000	DEFINED CONTRIBUTION PENSION PLAN EX	433.00	433.00	2,457.20	(2,024.20)	567.48
248-537-728.000	MSA EMPLOYER EXPENSE	176.00	176.00	1,026.84	(850.84)	583.43
248-537-734.000	MEMBERSHIP & DUES	250.00	250.00	350.00	(100.00)	140.00
248-537-735.000	EDUCATION & TRAINING	700.00	700.00	150.00	550.00	21.43
248-537-736.000	TRANSPORTATION & LODGING	500.00	500.00	918.46	(418.46)	183.69
248-537-751.000	MATERIALS & SUPPLIES	750.00	750.00	37.87	712.13	5.05
248-537-751.011	BEAUTIFICATION PURCHASES	14,521.00	14,521.00	2,466.57	12,054.43	16.99
248-537-751.012	SOCIAL DISTRICT PURCHASES	8,100.00	8,100.00	1,700.68	6,399.32	21.00
248-537-754.000	POSTAGE	50.00	50.00	6.50	43.50	13.00
248-537-756.000	COMPUTER	4,270.00	4,270.00	354.52	3,915.48	8.30
248-537-757.000	COPIES	700.00	700.00	707.28	(7.28)	101.04
248-537-760.000	EQUIPMENT RENTALS	0.00	0.00	2,729.81	(2,729.81)	100.00
248-537-761.000	GENERAL FUND ADMINISTRATIVE FEES	20,000.00	20,000.00	20,000.00	0.00	100.00
248-537-761.003	GENERAL FUND CONCIERGE FEES	10,000.00	10,000.00	10,000.00	0.00	100.00
248-537-762.000	INTEREST EXPENSE	16,500.00	16,500.00	0.00	16,500.00	0.00
248-537-802.000	LEGAL FEES	500.00	500.00	750.00	(250.00)	150.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF GLADSTONE

Balance As of 09/30/2025
 % Fiscal Year Completed: 50.14

Item 3.

GL Number	Description	25-26 Original Budget	25-26 Amended Budget	YTD Balance 09/30/2025 (Abnormal)	Available Balance 09/30/2025 Normal (Abnormal)	% Bdgt Used
Fund: 248 DOWNTOWN DEVELOPMENT AUTHORITY						
Account Category: Expenditures						
Department: 537 ADMINISTRATIVE						
248-537-803.000	AUDIT FEES	1,000.00	1,000.00	0.00	1,000.00	0.00
248-537-808.000	TELEPHONE	540.00	540.00	339.86	200.14	62.94
248-537-819.000	FACADE GRANT PROGRAM	62,500.00	62,500.00	0.00	62,500.00	0.00
248-537-880.000	SPONSORSHIPS	2,000.00	2,000.00	1,559.00	441.00	77.95
248-537-880.001	CHRISTMAS CELEBRATION	3,000.00	3,000.00	0.00	3,000.00	0.00
248-537-880.003	FARMERS MARKET	4,500.00	4,500.00	12,961.99	(8,461.99)	288.04
248-537-880.004	FARMERS MARKET--FOOD ASSISTANCE PROG	1,800.00	1,800.00	1,900.00	(100.00)	105.56
248-537-880.009	DOWNTOWN DAY	1,000.00	1,000.00	0.00	1,000.00	0.00
248-537-900.000	PRINTING & PUBLISHING	5,000.00	5,000.00	90.00	4,910.00	1.80
248-537-910.000	INSURANCE LIABILITY	150.00	150.00	100.00	50.00	66.67
248-537-970.000	CAPITAL OUTLAY	22,500.00	22,500.00	26,732.58	(4,232.58)	118.81
248-537-995.006	9TH STREET BOND PAYMENT	227,000.00	227,000.00	0.00	227,000.00	0.00
248-537-995.007	NORTHSHORE LOAN PAYMENT	44,748.00	44,748.00	0.00	44,748.00	0.00
248-537-995.390	TRANSFER TO FUND BALANCE	32,672.00	32,672.00	0.00	32,672.00	0.00
Total Dept 537 - ADMINISTRATIVE		527,393.00	527,393.00	114,757.82	412,635.18	21.76
Expenditures		527,393.00	527,393.00	114,757.82	412,635.18	21.76
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
TOTAL REVENUES		527,393.00	527,393.00	381,529.58	145,863.42	72.34
TOTAL EXPENDITURES		527,393.00	527,393.00	114,757.82	412,635.18	21.76
NET OF REVENUES & EXPENDITURES:		0.00	0.00	266,771.76	(266,771.76)	



Board:	<u>Downtown Development Authority</u>
Agenda	<u>October 21, 2025</u>
Date:	
Presenter:	<u>Patricia West</u>

Staff Report

Agenda Item Title:

Downtown Sponsorship for Trash Receptacles

Background:

The DDA budgeted \$8,100 for social district expenses, which was intended to cover logo creation, signage and installation, window decals, and additional trash receptacles. There is \$6399.32 funding remaining now that the signage is installed.

West has been exploring various trash receptacle options and drew inspiration from the designs used at Disney theme parks. These feature an enclosed structure with a zinc primer finish to withstand harsh winters and salt-coated streets, along with a front-access door for easy emptying. The receptacles can also be customized to reflect our city's branding, enhancing the overall downtown aesthetic.

The Social District Management and Maintenance Policy includes provisions for downtown sponsorship opportunities to help support the district. West is seeking feedback from the DDA on whether pursuing a sponsorship program to help fund these upgraded trash receptacles would be well received by the downtown community. We would be looking to purchase between 18 – 24 new receptacles, with placement primarily focused on each corner of an intersection within the social district, as well as the farmers market square.

A purchase of this size will need to go before the City Commission if it exceeds \$5,000.

Fiscal Effect:

~\$1000+ per receptacle

Supporting Documentation:

SECURR – Outdoor Theme Park Style Trash Can with Description
Examples of what a sponsorship could look like.

Recommendation:

Discuss interest in pursuing sponsorships.



Outdoor Theme Park Style Trash Can, Powder Coated, 36 Gallon - AP-01

Item: #AP-01

Receptacle Color - Olive Green

Select a Color (Please call if a custom color is needed)

ZINC-RICH PRIMER

ONLY NEEDED NEAR SALTWATER. See Note Below*

- Include Primer for Added Corrosion Resistance (+\$147)

Price - \$836.00



Outdoor Theme Park Style Trash Can, Powder Coated, 36 Gallon - AP-01

- 36 Gallon - Theme Parks, Stadiums, City Streets - Iconic Shape - Trash or Recycling Receptacle. ADA Compliant
- Side loading rigid plastic liner provides easy access with no vertical lifting.
- 36 gallon capacity (liner included).
- Made in the USA from corrosion resistant galvanealed steel.

MECHANICAL SPECIFICATIONS

All handles, striker plates and hardware are zinc coated for corrosion resistance. The stainless steel door hinges are heavy-duty piano hinge material. The housing and doors are made from corrosion resistant steel and are finished using a textured powder coat process. The finish is resistant to humidity, salt spray, fog, ultraviolet rays, abrasion and chemicals.

*Note: For marine environments or areas where corrosive elements are present, like salted sidewalks, we recommend zinc-rich primer under the powder coat. This primer will afford extra corrosion resistance in the harshest environment.

Specifications

- Outdoor Theme Park Trash Can, Powder Coated, 36 Gallon - AP-01
- Manufacturer Name Securr
- Item # AP-01
- Weight 89 lbs
- Assembled Width 19 in
- Assembled Height 42 in
- Assembled Length 21 in
- Shipped From Ontario, California 91761
- Warranty 1 year

Sponsorship Ideas

The idea is for a slogan to be printed in vinyl lettering on the trash receptacle.

Brewery:

Don't let litter ferment—dispose of waste properly! – “Brewery Name”

Chinese Restaurant:

Good fortune comes to those who keep their city clean! – “Restaurant Name”

Coffee Shop:

Don't be a drip—toss your trash in the bin! – “Coffee Shop Name”

Deli Restaurant:

Don't be a sloppy joe—keep Gladstone clean! – “Deli Name”

Dental Office:

A clean city and a bright smile—both start with good habits! – “Dental Office Name”

Hair Salon:

A clean city is always in style—dispose of waste properly! – “Salon Name”

Optometrist:

Keep your vision clear—trash goes in the bin, not on the ground! – “Optometrist Office Name”

Pizza Restaurant:

A clean city is always a slice above—dispose of waste properly! – “Restaurant Name”



Board: Downtown Development Authority
Agenda October 21, 2025
Date: _____
Presenter: Patricia West

Staff Report

Agenda Item Title:

Façade Grant Update | 709 Delta Ave

Background:

Lauri Beschorner, who received the façade grant for 709 Delta Avenue, has decided to forfeit the \$30,000 award after discovering that the renovation costs would be higher than anticipated.

Fiscal Effect:

\$30,000

Supporting Documentation:

Email from Lauri Beschorner

Recommendation:

Determine what to do with this allocated funding.



Re: Updates on 709 Delta Ave Project

From Lauri Beschorner <lauribesch@yahoo.com>

Date Wed 10/15/2025 7:56 PM

To Patricia West <pwest@gladstonemi.gov>

Hi Patricia,

Thank you for calling me back and spending a little time with me over the phone.

As we discussed, I had a chance to get a good look at the building at 709 Delta Avenue after the tenant had moved all of his belongings out. Wow! It is a huge building and has quite a few issues that need addressing that might affect the exterior integrity. I really want to make it nice to the core and not just lipstick on a pile of junk. The grant that was so generously given to me last year would be a great help although, after seeing what was needed on the inside, I feel the extra expense is out of my reach at the current time. I would like to ask if you could please add the grant back into the fund for someone else to be able to access.

I am going to take my focus to the Triplex project at 602 Superior and hopefully next year, be able to apply again and be ready to access the funds and get the building up and running quickly.

Again, I appreciate so much the grant award and hope it goes to someone who really can use it. Please know I am still looking for ways to continue to use the property at 709 Delta for something fun and special to be a part of expanding the town.

All the best,

Lauri Beschorner (303)263-4614 lauribesch@yahoo.com

On Wednesday, October 15, 2025 at 10:53:47 AM MDT, Patricia West <pwest@gladstonemi.gov> wrote:

Hello Lauri,

Thank you for your time of the phone today. If you could send me a written memo outlining your decision regarding the facade grant, that would be wonderful. I have a DDA meeting scheduled for Tuesday, October 21st, and I am hoping to get that agenda published on Friday.

Furthermore, if you want to begin the exploration of a garage on that property, you will need to complete a [Zoning Application](#). The property is zoned B-2, which means any development would need to route through the Planning Commission. I've attached snippets of our [Zoning Ordinance](#) for you, but the full Code of Ordinances can be found on our website.

Let me know what questions you have as your start looking into this.

Thank you,



Patricia West

Community Development Director
City of Gladstone
1100 Delta Ave | Gladstone, MI 49837
<https://www.gladstonemi.gov/>



Board:	<u>Downtown Development Authority</u>
Agenda	<u>October 21, 2025</u>
Date:	
Presenter:	<u>Patricia West</u>

Staff Report

Agenda Item Title:

Pausing Social District | Old-Fashioned Christmas

Background:

The Social District Management & Maintenance Plan allows for the City Commission and/or the Gladstone DDA to temporarily close the social district. City staff are asking that the social district be closed during the Old-Fashioned Christmas event on Friday, November 28th.

Fiscal Effect:

None

Supporting Documentation:

Social District Maintenance & Management Plan

Recommendation:

Motion to recommend that the City Commission temporarily pause the Gladstone Social District on Friday, November 28th, from 4:00 PM to 10:00 PM, consistent with the district's regular hours of operation, and to reopen the district under normal hours on Saturday.

Gladstone Social District Management & Maintenance Plan

City of Gladstone's Downtown Development Authority



This plan outlines the management and maintenance of the proposed Downtown Gladstone Social District for review by the Gladstone City Commission. Upon local approval, it will be submitted to the Michigan Liquor Control Commission (MLCC) for state approval.

The Gladstone Downtown Development Authority (DDA) seeks to establish this district to promote economic growth and expand opportunities for businesses and recreation. The DDA would serve as the district's managing authority, with any future updates to this plan requiring approval by the Gladstone City Commission.

What is a Social District?

Authorized by Michigan law in 2020, social districts allow communities to designate areas where beverages from licensed establishments can be enjoyed outdoors in specially marked containers. Introduced during the COVID-19 pandemic to support local businesses, these districts have since grown in popularity, enhancing downtown atmospheres and boosting tourism.

All State of Michigan and City of Gladstone laws regarding public intoxication, impaired driving, and open containers apply within and beyond district boundaries.

Boundaries within the District

Social District Boundary

The social district designates areas where establishments with a Michigan Liquor Control Commission (MLCC) license and a Social District permit may sell beverages for outdoor consumption.

Commons Areas

Commons Areas are clearly marked spaces within the district where consumption may take place. These areas do not include the licensed premises themselves. Drinks must be consumed either in the establishment where purchased or within the designated Commons Areas, which include the sidewalks highlighted in blue on the map below and the Farmers Market Square at 907 Delta Avenue.

Event Commons Areas

For special events, the City Commission may approve an expanded Event Commons Area, allowing social district beverages to be consumed within additional designated streets, including Delta Avenue and portions of 8th and 10th Streets, as shown on the map below.



Hours of Operation

The social district will operate year-round, with hours of operation detailed in the table below. After 10:00 PM, beverages may only be sold for consumption within the license holder's service area and not in the district commons areas, per their liquor license.

Sunday	12:00 PM – 10:00 PM
Monday	4:00 PM – 10:00 PM
Tuesday	4:00 PM – 10:00 PM
Wednesday	4:00 PM – 10:00 PM
Thursday	4:00 PM – 10:00 PM
Friday	4:00 PM – 10:00 PM
Saturday	12:00 PM – 10:00 PM

Eligible Establishments

The City of Gladstone's proposed social district boundary would allow for five existing licensed establishments to participate in the district. It is recognized that this list of eligible establishments may change or grow over time.

(1) <u>Saunders Point Brewing</u> 1000 Delta Ave Gladstone, MI 49837	(2) <u>Dew Drop Family Restaurant</u> 916 Delta Ave Gladstone, MI 49837	(3) <u>American Legion</u> 802 Delta Ave Gladstone, MI 49837
(4) <u>Wally's Bar</u> 917 Delta Ave Gladstone, MI 49837	(5) <u>MIDD Bar & Lounge</u> 903 Delta Ave Gladstone, MI 49837	

After the City of Gladstone's Social District application is approved by the MLCC, the Gladstone DDA will establish and oversee a municipal application and approval form for eligible establishments. This form will confirm the city's support and must be included in each establishment's separate MLCC application to participate in the district.

Enforcement & Security

Gladstone Public Safety will enforce patron compliance within the social district. Clear signage will define district boundaries, and the municipal website will provide an overview and educational campaign on responsible use. Clear boundary markings and a strong educational campaign will be vital to the success of the district.

Public Safety will be notified whenever a special use permit is submitted for City Commission approval for an event within the district. If additional police presence is requested or required, Public Safety will coordinate with the event's overseeing department head or coordinator. The event coordinator will be responsible for any associated Public Safety staffing costs.

All State of Michigan and City of Gladstone laws regarding public intoxication, impaired driving, and open containers apply within and beyond the district. Public Safety will enforce these regulations using local ordinances and state liquor laws, and any violation of these laws should be reported to law enforcement.

Funding & Maintenance

The Gladstone DDA will cover both the initial and ongoing costs for logo creation, signage, staff operations, marketing, and maintenance responsibilities outlined in the Parks & Recreation contract.

Sponsorship Opportunities

Maintaining a clean downtown will require additional resources. To support waste management efforts, the DDA will seek sponsorships from downtown businesses to fund additional trash receptacles and assist in sustaining the existing Parks & Recreation contract. These sponsorships will not generate revenue but will help offset district maintenance and operational costs.

Serving Container Oversight

Licensed participating establishments will oversee the purchase of the social district containers but are required to adhere to the Michigan Liquor Control Code Act 58 of 1998, Section 436.1551 requirements for social district containers. It is the establishment's responsibility to ensure that their serving containers are compliant.

These requirements include:

- ✓ The container prominently displays the social district permittee's trade name or logo or some other mark that is unique to the social district permittee under the social district permittee's on-premises license.
- ✓ The container prominently displays a logo or some other mark that is unique to the commons area.
- ✓ The container is not glass.
- ✓ The container has a liquid capacity that does not exceed 16 ounces.

Sanitation & Trash Collection

State law requires that containers used for social district beverages be single-use. With increased foot traffic, a natural rise in waste is expected downtown.

The Gladstone DDA contracts with Parks & Recreation staff to manage routine trash collection within the district. This includes daily visual inspections of receptacles, which are emptied as needed.

Marketing of the District

The DDA will be responsible for marketing the district, including signage designating the boundaries of the social district, investing in our online presence by partnering with Orange Cat Media on an educational campaign to outline the rules and operations of the district, and information sessions for interested businesses.

Closing, Pausing, or Revoking the District

Certain circumstances or events may arise within the district where public alcohol consumption is not appropriate. In such cases, the Gladstone City Commission and/or the Gladstone DDA may temporarily close the social district. If closure is necessary, the DDA will provide at least seven (7) days' notice for all qualified licensees. During the closure, licensees must ensure that alcohol is not consumed outside their service area.

The privilege of having a social district comes with the responsibility of maintaining its benefits and integrity. A meeting shall be held annually between DDA administrative staff and the participating establishments to discuss the impact (either positive or negative) of the district and identify needs to ensure the success of its future. If the community or governing body determines that the district is being misused, the municipality may revoke its designation due to health, safety, or public wellbeing concerns, following a public hearing.



Board:	Downtown Development Authority
Agenda	October 21, 2025
Date:	
Presenter:	Patricia West

Staff Report

Agenda Item Title:

Planning Commission's Sign Ordinance Review

Background:

The Planning Commission has assembled a subcommittee to review the current sign ordinance originally adopted in 2008. Any changes to the sign ordinances would have an impact on the streetscape and aesthetic of our downtown. The subcommittee is seeking a representative from the DDA to sit on this subcommittee and provide insight and input on how any modifications would impact our downtown district.

Fiscal Effect:

None

Supporting Documentation:

Gladstone Code of Ordinances | DIVISION 5. - SIGNS

Recommendation:

Motion to appoint one DDA member to the Sign Ordinance Subcommittee with the Gladstone Planning Commission.

DIVISION 5. - SIGNS

Item 7.

Sec. 30-601. - Definitions.

The following words, terms and phrases, when used in this division, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Awning means a retractable or fixed shelter constructed of nonrigid materials on a supporting framework that project from the exterior wall of a building.

Awning and canopy signs means a sign attached to the surface of an awning or canopy, or painted or printed upon the surface of an awning or canopy.

Balloon sign means a sign composed of a nonporous bag of material filled with air.

Banner sign means a fabric, plastic or other sign made of nonrigid material without an enclosing structural framework.

Billboard means any structure, including the wall of a building, on which lettered, figured or pictorial matter is displayed for the purpose of advertising a business, service or entertainment which is not conducted on the land upon which the structure is located or products not primarily sold, manufactured, processed or fabricated on such land.

Business center means any two or more businesses (other than within the C-2 district), which are located on a single parcel of property; are connected by common walls, partitions, canopies or other structural members to form a continuous building or group of buildings; share a common parking area; or otherwise present the appearance of a single, contiguous business area.

Business center sign means a freestanding sign which identifies the name of a business center and/or one or more individual businesses within the center.

Canopy means a fixed shelter constructed of rigid materials on a supporting framework that project from the exterior wall of the building.

Construction sign means a temporary sign which identifies the owners, financiers, contractors, architects and engineers of a project under construction.

Directional sign means a sign which gives directions, instructions or facility information for the use on the lot on which the sign is located, such as parking or exit and entrance signs.

Freestanding sign means a sign, not attached to a building or wall, supported on poles or supports, with a minimum ground clearance of eight feet to permit an unobstructed view for motorists and pedestrians.

Government sign means a temporary or permanent sign erected by the city.

Ground sign means a sign, the bottom of which is no more than 24 inches from the ground and not than five feet above grade, which rests directly on the ground or is supported by short poles or a base and is not attached to a building or a wall.

Highway sign means a temporary or permanent sign erected by the city or federal government within or adjacent to the road right-of-way for the purpose of directing or controlling traffic on a public street, road or highway.

Institutional identification sign/bulletin board means a ground sign upon which is displayed the name of a church, school, library, community center or similar public or quasi-public institution located on the property and which may contain a space for a reader board in order to announce the services, events or activities of such institution.

Marquee means a permanent structure constructed of rigid materials that projects from the exterior wall of a building.

Marquee sign means a sign affixed flat against the surface of a marquee.

Memorial sign means a nonilluminated sign, table or plaque, which commemorates a person, event, structure or site.

Mural means a design or representation painted or drawn on a wall which does not advertise an establishment, product, service or activity.

Off-premises sign means a sign which relates to or advertises an establishment, product, merchandise, good, service or entertainment which is not located, sold, offered, produced, manufactured or furnished at the property on which the sign is located, including, but not limited to, billboards.

Placard means a sign not exceeding two square feet which provides notices of a public nature, such as "No Trespassing," "No Hunting," "Closed," or "Open" signs.

Political sign means a temporary sign used in connection with an official local government, school district, county, state or federal election or referendum.

Political sign means a double-faced sign attached to a building or wall that extends more than 12 inches, but not more than 48 inches, from the face of the building or wall.

Projecting sign means any sign other than a wall, awning, canopy or marquee sign, which is affixed to a building and is supported only by the wall on which the sign is mounted.

Reader board means a portion of a sign on which copy is changed manually.

Real estate sign means nonilluminated, temporary sign pertaining to the sale, rent or lease of the property upon which the sign is located.

Residential subdivision sign means a permanent ground sign identifying a recognized platted subdivision site condominium project, multifamily development or other residential development, which has been approved by the city.

Roof sign means a sign erected above the roofline of a building.

Roofline means the highest point of a flat roof and the lowest point of a pitched roof, excluding any cupolas, chimneys or other minor projections.

Sidewalk sign means a portable sign of A-frame construction used during hours a business is open and stored inside when not in use.

Sign means any display, figure, painting, drawing, placard, poster or other device visible from the public way which is designed, intended or used to convey a message, advertise, inform or direct attention to a person, institution, organization, activity, place, object or product. A sign may be a structure, or part thereof, painted on or attached directly or indirectly to a structure.

Special event sign means a temporary sign containing a public message concerning a special event sponsored by a governmental agency or nonprofit organization.

Temporary sign means a display, informational sign, banner or other advertising device, with or without a structural frame, which is intended for a limited period of display, including seasonal produce sales, decorative displays for holidays or public demonstrations.

Wall sign means a sign painted or attached directly to and parallel to the exterior wall of a building and extending no greater than 12 inches from the exterior face of the wall to which it is attached.

Window sign means a sign installed inside a window and intended to be viewed from the outside.

(Ord. No. 556, § 1, 5-14-2005; Ord. No. 570, § 1, 2-25-2008)

Editor's note— Ord. No. 535, § 1, adopted Jan. 8, 2001, repealed § 30-601 in its entirety. The former § 30-601 pertained to definitions pertaining to signs and derived from Ord. No. 453, § 401, adopted Dec. 8, 1986; Ord. No. 534, § II, adopted Nov. 27, 2000.

Cross reference— Definitions generally, § 1-2; Streets, sidewalks and other public places, ch. 46.

Sec. 30-602. - Intent.

The sign regulations set forth in this division are intended to protect and further the health, safety and welfare of the residents of the city; to maintain and improve the appearance of the city; to conserve community character; to prevent traffic hazards; to provide safer conditions for pedestrians; and to promote economic development by regulating the construction, alteration, repair, maintenance, size, location and number of signs. It is further determined that to allow signs of excessive number and size in the city would

unduly distract pedestrians and motorists, create a traffic hazard and reduce the effectiveness of signs needed to direct the public. The regulations set forth in this division are intended to serve as a means of advertising.

Item 7.

(Ord. No. 534, § I, 11-27-2000; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-603. - General requirements.

- (a) No sign shall be placed in, upon or over any public right-of-way, alley or other public place within the city, except for permitted highway and government signs and signs permitted in the B-2 district, which may project from a building wall over a public way.
- (b) No light pole, utility pole or other supporting member shall be used for the placement of any sign unless it is specifically designed and approved for such use.
- (c) No sign shall be erected in any place where it may, by reason of its position, shape, color or other characteristic, interfere with, obstruct the view of or be confused with any authorized traffic sign, signal or device, or constitutes a nuisance.
- (d) No commercial vehicle which, in the opinion of the zoning administrator, has the intended function of acting as a sign, shall be parked in any area abutting a street unless no other parking area is available.
- (e) No sign shall contain any moving or animated parts, nor have the appearance of having any moving or animated parts, except as provided within this division.
- (f) All ground, freestanding and wall signs may contain reader boards within the maximum size limits permitted for the sign.
- (g) No wall sign shall extend beyond the edge of the wall to which it is affixed, nor extend above the roofline of the building to which it is attached.
- (h) Subject to constitutional limitations, all signs shall pertain only to the business or activity conducted on the premises, except political signs, special event signs and billboards.
- (i) Nonilluminated real estate signs shall be permitted in any zoning district within the city but shall be removed within 30 days after completion of the sale or lease of the property.
- (j) Construction signs shall be permitted within any zoning district within the city subject to the following regulations:
 - (1) Such signs shall not be larger than 32 square feet, shall be located no closer than ten feet from the street right-of-way line and shall not be higher than ten feet.
 - (2) In residential developments, any construction sign shall be removed when a permanent subdivision sign is erected, final plat approval is obtained or a certificate of occupancy is issued for any dwelling in the development, whichever comes first.
 - (3)

In nonresidential developments, any construction sign shall be removed upon issuance of a certificate of occupancy for the building.

- (4) Such signs shall be erected no more than 45 days prior to the issuance of a building permit. If the construction project does not commence by the forty-fifth day, the sign permit may be revoked by the city. It will then be the responsibility of the permit holder to promptly remove the construction sign.
- (k) Community special event signs are permitted in any zoning district within the city, subject to the following restrictions:
 - (1) Such signs may be located either on or off the lot on which the special events are held.
 - (2) The display of community special event signs shall be limited to the ten days immediately preceding the special event which is being advertised.
 - (3) Such signs shall have a maximum size of 32 square feet in area, and a maximum height above ground level of six feet and shall be set back a minimum of two feet from any property line.
 - (4) Such signs shall be removed within 48 hours of the conclusion of the special event which is being advertised.
- (l) Directional signs are permitted in any zoning district within the city subject to the following restrictions:
 - (1) Such signs shall not exceed two square feet in area, or exceed three feet in height, and shall be set back at least two feet from any property line.
 - (2) Such signs may contain a commercial logo or trademark not exceeding one-third of the sign's size but shall not contain a business name or commercial message.
- (m) Temporary signs shall be permitted in any zoning district within the city subject to the following restrictions:
 - (1) Such signs shall only be displayed upon receipt of a permit issued by the zoning administrator, unless such sign is exempted from the permit requirement under section 30-604.
 - (2) Such signs shall not be displayed on any lot or parcel for more than 30 consecutive days for any one permit, and not more than two permits shall be issued for any lot or parcel during any calendar year.
 - (3) Upon expiration of a temporary sign permit, the permit holder shall remove such sign.
 - (4) Such signs shall not exceed 32 square feet in area.
 - (5) Only one temporary sign shall be permitted on a lot or parcel.
 - (6) Such signs shall not be closer than five feet from any property line fronting on a public street.
 - (7) All temporary signs shall be designed and constructed to withstand a wind pressure of not less than 30 pounds per square foot of area.

- (n) Lighted signs shall be inspected by the zoning administrator for proper and adequate electrical connections. If deemed necessary by the zoning administrator, an electrical code permit will be required for a lighted sign. Item 7.

(Ord. No. 534 § III, 11-27-2000; Ord. No. 556, § 2, 5-14-2005; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-604. - Exemptions.

The following signs shall not require a sign permit but shall be subject to all other applicable general requirements of this division:

- (1) Government signs.
- (2) Placards.
- (3) Temporary sale signs which are four square feet or less in size.
- (4) Window signs provided the total area of all signs within one foot of the window shall not obscure more than 50 percent of the window area.
- (5) Current political signs.
- (6) Historical markers.
- (7) Memorial signs or tablets.
- (8) Murals.
- (9) Signs which are not visible from any street.
- (10) Essential services signs.
- (11) Signs containing the address and owner's or occupant's name, which signs are up to one square foot in area and are attached to a mailbox, light fixture or exterior wall.
- (12) Flags or insignias of a nation, state, local governments, community organization or educational institution.

(Ord. No. 534, § IV, 11-27-2000; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-605. - Prohibited signs.

All signs not specifically allowed under this division, unless exempted by this section, shall be prohibited in the city. The following types of signs shall be expressly prohibited:

- (1) Balloons, balloon signs, strings of light bulbs, pennants, streamers, banners or flags, except flags of a noncommercial nature not used for the purposes of commercial advertisement.
- (2) Any sign, including window signs, which have flashing, moving or oscillating lights, excluding time and temperature signs.
- (3) Roof signs.

- (4) Off-premises signs, except for noncommercial signs, community special event signs and billboards.

Item 7.

(Ord. No. 534, § V, 11-27-2000; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-606. - Measurements.

- (a) The area of a sign within the city 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 or 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 freestanding, ground or projecting sign that has two or more faces shall be measured by including the area of all sign faces, except if two such faces are placed back-to-back, are of equal size and are no more than two feet apart at any point, the area of the two back-to-back faces shall be counted as one face. If the two back-to-back faces are of unequal size, the larger of the two sign faces shall be counted as the one face.
- (c) The height of a sign shall be measured as the vertical distance from the highest point of the sign to the finished grade of the ground immediately beneath the sign, excluding any artificially constructed earthen berms.
- (d) The sign areas for wall signs, projecting signs and awning signs for buildings with multiple tenants shall be determined by taking the portion of the front wall of the building applicable to each tenant and computing sign requirements for that portion of the total wall.

(Ord. No. 534, § VI, 11-27-2000; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-607. - Maintenance.

- (a) Signs within the city shall be maintained free of peeling paint or paper, fading, staining, rust or other condition, which impairs legibility or intelligibility.
- (b) Sign supports, braces, guys and anchors shall be maintained in such a manner as not cause a hazard.
- (c) If signs are not properly maintained and pose a threat to the public health, safety and welfare, the city shall have the right to remove the sign, and the city shall pass on all removal costs to the sign owner.

(Ord. No. 453, § 403, 12-8-1986; Ord. No. 534, § VII, 11-27-2000; Ord. No. 535, § 1, 1-8-2001; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-608. - Signs permitted by district.

Item 7.

The following signs are permitted in combination, unless otherwise noted, in each district, subject to the requirements set forth in the tables and other applicable regulations of this division:

(1) *R-1, R-2, R-3 and R-4 residential districts.*

a. *Residential subdivision signs (freestanding signs shall not be permitted).*

1. *Number:* One per entrance road to the development, not exceeding two such signs per development.
2. *Size:* Not greater than 24 square feet.
3. *Location:* Minimum of 15 feet from the street right-of-way line.
4. *Height:* Not more than four feet above grade.

b. *Institutional identification signs/bulletin boards.*

1. *Number:* One per lot or parcel.
2. *Size:* Not greater than 32 square feet.
3. *Location:* Minimum of 15 feet from the street right-of-way.
4. *Height:* Not more than five feet above grade.

c. *Wall signs for home occupations.*

1. *Number:* One per lot or parcel.
2. *Size:* Not greater than two square feet.
3. *Location:* Mounted flat against the wall and nonilluminated.

d. *Wall signs for nonresidential uses.*

1. *Number:* One per street frontage.
2. *Size:* For public and quasi-public facilities, such as schools, churches and similar institutional uses, no sign shall be greater than five percent of the wall area to which it is affixed, not to exceed 50 square feet. For private offices, no such sign shall be greater than six square feet.
3. *Location:* Mounted flat against the wall facing the street.

(2) *B-1, B-2 and O-S business districts.*

a. *Ground or freestanding signs.*

1. *Number:* One per street frontage, but not more than two signs, provided that lots with two street frontages shall have a minimum width at each right-of-way line of at least 50 feet in order to have a second sign.
2. *Size:* Not greater than 48 square feet for ground signs, or 60 square feet for freestanding signs.

3. *Location:* Minimum of two feet from the property line.
 4. *Height:* Not more than five feet above grade for ground signs, or 25 feet for freestanding signs with a minimum of eight feet ground clearance to permit an unobstructed view for motorists and pedestrians.
 5. *Illumination:* No illumination shall be allowed if the property is adjacent to a residential district.
- b. *Wall signs.*
1. *Number:* One per business, provided that any business which has frontage on more than one street shall be permitted to have one wall sign per street frontage, subject to the size restriction set forth in subsection (2)b.2 of this section.
 2. *Size:* Not greater than ten percent of the wall area to which it is affixed and which is occupied by the respective business, not to exceed 60 square feet.
 3. *Location:* Mounted flat against the wall facing the street.
- c. *Projecting signs.*
1. *Number:* One per street frontage.
 2. *Size:*
 3. *Location:* The edge of the sign nearest the building wall shall not extend more than two feet from the wall and the outermost edge of the sign including the structure supporting the sign shall be set back at least two feet from the curb edge of the street or from the edge of the street where there is no curb.
 4. *Height:* The bottom edge of the sign, including the structure supporting the sign shall be at least eight feet above the sidewalk or ground level where there is no sidewalk.
 5. *Variances:* May be granted through the zoning board of appeals (city commission).
- d. *Awning, canopy and marquee signs.*
1. *Number:* One per street frontage.
 2. *Location:* Shall not be placed upon an awning or canopy or marquee unless such awning, canopy or marquee:
 - i. Is set back at least two feet from the curb edge of the street or from the edge of the street where there is no curb.
 - ii. The bottom edge of which is at least eight feet above the sidewalk or ground level where there is no sidewalk.
 - iii. The top edge of which does not extend above the roofline of the building to which it is attached.
 - 3.

Variances: Variances from the dimensional limitations of this section shall not be granted.

Item 7.

e. *Business center signs.*

1. *Number:* One per street frontage, but not more than two signs, provided that lots with two street frontages shall have a minimum width at each right-of-way of at least 50 feet in order to have a second sign. Freestanding signs shall not be permitted for individual businesses within any business center.
2. *Size:* Not greater than 80 square feet.
3. *Location:* Minimum of two feet from the property line.
4. *Height:* Not more than 25 feet.

f. *Billboards (if approved as a special exception use).*

1. *Size:* Not greater than 300 square feet.
2. *Location:* Shall be set back a minimum of 75 feet from the road right-of-way line, no closer than 50 feet to any other property line, and no closer than 300 feet to any other billboard on the same or opposite side of the street.
3. *Height:* Not more than 30 feet.
4. *Lighting:* Illumination shall be permitted provided such illumination is concentrated on the surface of the sign and is located so as to avoid glare or reflection onto any portion of the adjacent street or highway, the path of oncoming vehicles or any adjacent premises. In no event shall any billboard have flashing of intermittent lights, or shall the light be permitted to rotate or oscillate.

g. *Sidewalk signs.*

1. *Size:* Sidewalk signs shall be of A-frame construction with a minimum base spread of two feet. Each surface of A-frame construction shall not exceed six square feet.
2. *Location:* Sidewalk signs shall be permitted during the hours a business is open to the public and must be removed at the end of business each day. A minimum of six feet of unobstructed sidewalk must remain between the sign and adjacent buildings.
3. *Height:* The maximum height shall be five feet.
4. *Lighting and copy:* The surfaces of sidewalk signs shall be durable and the copy may be painted or printed on the surface. Loose paper faces shall not be permitted. Sidewalk signs shall not be illuminated.

(3) *I-1 and I-2 industrial districts.*

a. *Ground signs.*

1. *Number:* One per street frontage but not more than two signs, provided that lots with two street frontages shall have a minimum width at each right-of-way line of at least 50 feet in order to have a second sign.

2. *Size:* Not greater than 48 square feet for one sign, and if there are two signs, the second sign shall be no greater than 24 square feet.
 3. *Location:* Minimum of two feet from the property line.
 4. *Height:* Not more than five feet above grade.
- b. *Freestanding signs.*
1. *Number:* One per street frontage, but not more than two signs, provided that lots with two street frontages shall have a minimum width at each right-of-way line of at least 50 feet in order to have a second sign.
 2. *Size:* Not greater than 100 square feet for one sign, and if there are two signs, the second sign shall be no greater than 32 square feet.
 3. *Location:* Minimum of two feet from the property line.
 4. *Height:* Not more than 30 feet above grade.
- c. *Wall signs.*
1. *Number:* One per street frontage.
 2. *Size:* Not greater than five percent of the wall area to which the sign is affixed, not to exceed 100 square feet.
 3. *Location:* Mounted flat on the wall facing the street.
- d. *Billboards (if approved as a conditional use).*
1. *Number:* See business center as set forth in subsection (2)e. of this section.
 2. *Size:* Not greater than 300 square feet.
 3. *Location:* Shall be set back a minimum of 75 feet from the road right-of-way line, not closer than 50 feet to any other property line and not closer than 300 feet to any other billboard on the same or opposite side of the street.
 4. *Height:* Not more than 30 feet.
 5. *Lighting:* See business center as set forth in subsection (2)e. of this section.

(Ord. No. 453, § 402, 12-8-1986; Ord. No. 534, § IX, 11-27-2000; Ord. No. 535, § 1, 1-8-2001; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-609. - Nonconforming signs.

- (a) Every permanent sign which was erected legally and which lawfully existed within the city on the effective date of this amending Ordinance No. 570 [March 11, 2008], but which does not conform to the height, size, area or location requirements of this article as [of] such date is deemed to be a nonconforming sign. Such nonconforming status shall not be granted to any temporary sign, banner, placard or other nonpermanent sign.

- (b) Nonconforming signs may not be altered, expanded, enlarged or extended; however, nonconforming signs may be maintained and repaired so as to continue the useful life of the sign.
- (c) For the purposes of this article, a nonconforming sign may be diminished in size or dimension without jeopardizing the privilege of nonconforming use. The copy of the sign may not be amended or changed, unless specifically designed to be changed periodically as for a reader board, without bringing such sign into compliance with the requirements of this article.
- (d) Any nonconforming sign which is damaged by fire or other casualty loss shall not be restored or rebuilt if reconstruction will constitute more than 50 percent of the value of the sign on the date of loss.
- (e) Any sign which, for a period of one year or more, no longer advertises a bona fide business conducted or product sold shall be removed by the owner of the building, structure or property upon which such sign is located within 30 days of receipt of written notice by the zoning administrator to remove such sign.
- (f) A sign which is accessory to a nonconforming sign may be erected in the city in accordance with the sign regulations for the district in which the property is located.

(Ord. No. 453, § 404, 12-8-1986; Ord. No. 534, § X, 11-27-2000; Ord. No. 535, § 1, 1-8-2001; Ord. No. 570, § 1, 2-25-2008)

Sec. 30-610. - Permits.

It shall be unlawful for any person to erect, alter, place, or permit to be placed, or replace any sign within the city without first obtaining a sign and/or building permit, unless such sign is specifically exempted as provide in this article.

(Ord. No. 534, § XI, 11-27-2000; Ord. No. 570, § 1, 2-25-2008)



Board: Downtown Development Authority
Agenda October 21, 2025
Date:
Presenter: Patricia West

Staff Report

Agenda Item Title:

Public Health's Narcan Distribution Box Placement

Background:

Public Health of Delta County has reached out inquiring about the placement of a Narcan Distribution Box to be placed in Downtown Gladstone.

Fiscal Effect:

None

Supporting Documentation:

Image of Distribution Box

Recommendation:

Discuss and provide guidance on proper placement in the downtown.





Navigating the New LARA Portal

Join the Central U.P. Small Business Support Hub Navigator, Ilana Minor, and Nicole Potvin from the SBDC for a free informational session on Michigan's new business portal through the Department of Licensing and Regulatory Affairs (LARA).

This session will cover:



Comprehensive
walkthrough of
the LARA portal



Where and how to
file your annual
business report



Tips on conducting
a business entity
search

Join us!



Tuesday, October 28th at
4pm



Saunders Point Brewing
1000 Delta Ave.
in Gladstone or Virtually



Visit
marquette.org/thehub
to register