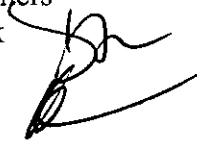


**AGENDA REPORT**

TO: Mayor & City Commissioners  
FROM: Diane Schmidt, City Clerk  
DATE: September 1, 2010  
RE: \*Communications



For the Agenda September 7, 2010

**\*Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of September 7, 2010.**

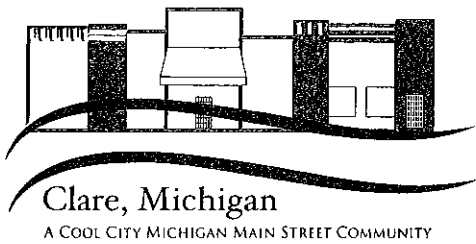
---

The following major items of correspondence were either received by or transmitted by the City since the last regularly scheduled City Commission meeting:

Sandwich Board Correspondence – Downtown Business Owners. The City issued correspondence to various downtown business owners regarding the subject of sandwich boards. All but one downtown business owner has cooperated with us to rectify the noncompliance issue; we will continue working with that business owner.

Logo Trail Blazer Sign. The City received the attached letter from Michigan Logos, Inc. regarding a request for placement of a sign in MDOT right-of-way in the City’s downtown area; our response is attached.

Attachments. As noted above.



# CITY OF CLARE

202 West Fifth Street • Clare, Michigan 48617-1490  
989/386-7541 • Fax 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

August 20, 2010

## CITY HALL

Ph 989/386-7541  
Fx 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

Deirdre Folkert  
Coffee Talk 505  
505 North McEwan Street  
Clare, Michigan 48617

## DEPARTMENT OF PUBLIC WORKS

Ph 989/386-2182  
Fx 989/386-3445

Dear Deirdre,

## W/WWT PLANT

Ph 989/386-2321  
Fx 989/386-2387

The City's Zoning Board of Appeals (ZBA) recently considered a variance request from Marilyn's Restaurant to allow placement of an off-premise sandwich board in the downtown district to advertise their restaurant. The ZBA unanimously denied the variance but in doing so charged the City to review its current interpretation and enforcement procedures of all sandwich boards within the City to ensure compliance with the City's ordinances and to guarantee fair and equitable treatment of all City businesses. We have completed the review directed by our Zoning Board of Appeals and determined that you are presently in compliance in compliance with our current codes.

## POLICE DEPT.

Non-emergency  
Ph 989/386-2121  
Fx 989/386-0440

I have notified all downtown businesses that are not in compliance and asked for their immediate attention to rectify their noncompliance. I have also enclosed a copy of the City's codes regarding sandwich boards for your information.

## FIRE DEPT. NON-EMERGENCY

Ph 989/386-2151  
Fx 989/386-3020

Thank you for your continued support. Please don't hesitate to contact me if you have questions or comments regarding this or any other City-related matter.

Best Wishes,

## PARKS & RECREATION

Ph 989/386-7541  
Fx 989/386-4508

Ken Hibi  
City Manager

## AIRPORT

Ph 989/386-0445  
Fx 989/386-4508

Enclosure

cc: Dave Williams, Code Enforcement Officer  
Lori Schuh, Main Street Manager

## MAIN STREET MANAGER

Ph 989/386-9190  
Fx 989/386-9190



# CITY OF CLARE

202 West Fifth Street • Clare, Michigan 48617-1490  
989/386-7541 • Fax 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

August 20, 2010

## CITY HALL

Ph 989/386-7541  
Fx 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

Bob Ruby, Jr.  
Bob's Lounge  
114 West Fourth Street  
Clare, Michigan 48617

## DEPARTMENT OF PUBLIC WORKS

Ph 989/386-2182  
Fx 989/386-3445

Dear Bob,

## W/WWT PLANT

Ph 989/386-2321  
Fx 989/386-2387

The City's Zoning Board of Appeals (ZBA) recently considered a variance request from Marilyn's Restaurant to allow placement of an off-premise sandwich board in the downtown district to advertise their restaurant. The ZBA unanimously denied the variance but in doing so charged the City to review its current interpretation and enforcement procedures of all sandwich boards within the City to ensure compliance with the City's ordinances and to guarantee fair and equitable treatment of all City businesses. We have completed the review directed by our Zoning Board of Appeals and determined that you are presently in compliance in compliance with our current codes.

## POLICE DEPT.

Non-emergency  
Ph 989/386-2121  
Fx 989/386-0440

I have notified all downtown businesses that are not currently in compliance and asked for their immediate attention to rectify their noncompliance. I have also enclosed a copy of the City's codes regarding sandwich boards for your information.

## FIRE DEPT. NON-EMERGENCY

Ph 989/386-2151  
Fx 989/386-3020

Thank you for your continued support. Please don't hesitate to contact me if you have questions or comments regarding this or any other City-related matter.

## PARKS & RECREATION

Ph 989/386-7541  
Fx 989/386-4508

Best Wishes,

Ken Hibl  
City Manager

## AIRPORT

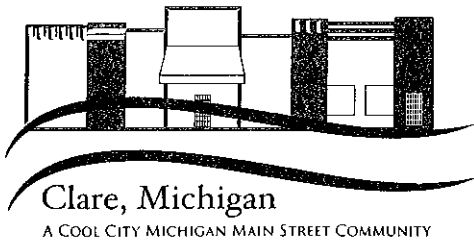
Ph 989/386-0445  
Fx 989/386-4508

Enclosure

## MAIN STREET MANAGER

Ph 989/386-9190  
Fx 989/386-9190

cc: Dave Williams, Code Enforcement Officer  
Lori Schuh, Main Street Manager



# CITY OF CLARE

202 West Fifth Street • Clare, Michigan 48617-1490  
989/386-7541 • Fax 989/386-4508

[www.cityofclare.org](http://www.cityofclare.org)

August 20, 2010

## CITY HALL

Ph 989/386-7541  
Fx 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

Carla Brown  
Paper Moon Scrapbooks  
210 E Fifth Street  
Clare, Michigan 48617

Dear Carla,

## DEPARTMENT OF PUBLIC WORKS

Ph 989/386-2182  
Fx 989/386-3445

The City's Zoning Board of Appeals (ZBA) recently considered a variance request from Marilyn's Restaurant to allow placement of an off-premise sandwich board in the downtown district to advertise their restaurant. The ZBA unanimously denied the variance but in doing so charged the City to review its current interpretation and enforcement procedures of all sandwich boards within the City to ensure compliance with the City's ordinances and to guarantee fair and equitable treatment of all City businesses. We have completed the review directed by our Zoning Board of Appeals and determined that you are not in compliance not in compliance with our current codes for the reasons stated below.

## W/WWT PLANT

Ph 989/386-2321  
Fx 989/386-2387

## POLICE DEPT.

Non-emergency  
Ph 989/386-2121  
Fx 989/386-0440

As outlined in our codes (*see enclosure*), sandwich boards can only be displayed during the operating hours of the business and they must be located within one block of the business establishment. Consequently, it is necessary that you permanently remove the sandwich board in the vicinity of the Isabella Bank; it is necessary that you move the sandwich board at the corner of Fourth Street and McEwan to a location that will comply with the "within one block rule"; and it is necessary that you remove your sandwich boards daily upon closing.

## FIRE DEPT. NON-EMERGENCY

Ph 989/386-2151  
Fx 989/386-3020

Thank you for your cooperation and immediate compliance in this matter. If you believe you have justifiable cause to delay compliance, please contact Dave Williams, our Code Enforcement Officer, to explain the reason(s) for your inability to comply immediately and to arrange a reasonable date to commence compliance if your request for delay is considered justified.

## PARKS & RECREATION

Ph 989/386-7541  
Fx 989/386-4508

Best Wishes,

Ken Hibl  
City Manager

## AIRPORT

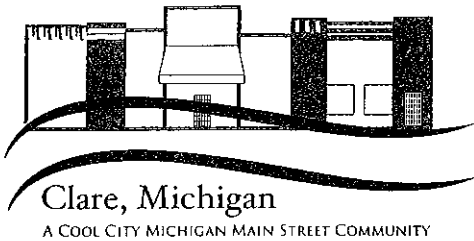
Ph 989/386-0445  
Fx 989/386-4508

Enclosure

## MAIN STREET MANAGER

Ph 989/386-9190  
Fx 989/386-9190

cc: Dave Williams, Code Enforcement Officer  
Lori Schuh, Main Street Manager



# CITY OF CLARE

202 West Fifth Street • Clare, Michigan 48617-1490  
989/386-7541 • Fax 989/386-4508

[www.cityofclare.org](http://www.cityofclare.org)

August 20, 2010

## CITY HALL

Ph 989/386-7541  
Fx 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

Mary Ann Shurlow  
Herrick House & Mulberry Café  
120 East Fifth Street  
Clare, Michigan 48617

## DEPARTMENT OF PUBLIC WORKS

Ph 989/386-2182  
Fx 989/386-3445

Dear Mary Ann,

The City's Zoning Board of Appeals (ZBA) recently considered a variance request from Marilyn's Restaurant to allow placement of an off-premise sandwich board in the downtown district to advertise their restaurant. The ZBA unanimously denied the variance request but in doing so charged the City to review its current interpretation and enforcement procedures of all sandwich boards within the City to ensure compliance with the City's ordinances and to guarantee fair and equitable treatment of all City businesses. We have completed the review directed by our Zoning Board of Appeals and determined that you are not in compliance not in compliance with our current codes for the reason stated below.

## W/WWT PLANT

Ph 989/386-2321  
Fx 989/386-2387

## POLICE DEPT.

Non-emergency  
Ph 989/386-2121  
Fx 989/386-0440

As outlined in our codes (*see enclosure*), sandwich boards can only be displayed during the operating hours of the business; therefore, it is necessary that you remove your sandwich boards daily upon closing.

## FIRE DEPT. NON-EMERGENCY

Ph 989/386-2151  
Fx 989/386-3020

Thank you for your cooperation and immediate compliance in this matter. If you believe you have justifiable cause to delay compliance, please contact Dave Williams, our Code Enforcement Officer, to explain the reason(s) for your inability to comply immediately and to arrange a reasonable date to commence compliance if your request for delay is considered justified.

## PARKS & RECREATION

Ph 989/386-7541  
Fx 989/386-4508

Best Wishes,

Ken Hibl  
City Manager

## AIRPORT

Ph 989/386-0445  
Fx 989/386-4508

Enclosure

## MAIN STREET MANAGER

Ph 989/386-9190  
Fx 989/386-9190

cc: Dave Williams, Code Enforcement Officer  
Lori Schuh, Main Street Manager



# CITY OF CLARE

202 West Fifth Street • Clare, Michigan 48617-1490  
989/386-7541 • Fax 989/386-4508

[www.cityofclare.org](http://www.cityofclare.org)

August 20, 2010

## CITY HALL

Ph 989/386-7541  
Fx 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

Brenda Robbins  
Brenda's Hair & Tanning Studio  
105 East Third Street  
Clare, Michigan 48617

## DEPARTMENT OF PUBLIC WORKS

Ph 989/386-2182  
Fx 989/386-3445

Dear Brenda,

The City's Zoning Board of Appeals (ZBA) recently considered a variance request from Marilyn's Restaurant to allow placement of an off-premise sandwich board in the downtown district to advertise their restaurant. The ZBA unanimously denied the variance request but in doing so charged the City to review its current interpretation and enforcement procedures of all sandwich boards within the City to ensure compliance with the City's ordinances and to guarantee fair and equitable treatment of all City businesses. We have completed the review directed by our Zoning Board of Appeals and determined that you are not in compliance not in compliance with our current codes for the reason stated below.

## W/WWT PLANT

Ph 989/386-2321  
Fx 989/386-2387

## POLICE DEPT.

Non-emergency  
Ph 989/386-2121  
Fx 989/386-0440

As outlined in our codes (*see enclosure*), portable signs can only be displayed during the operating hours of the business; therefore, it is necessary that you remove your sign daily upon closing.

## FIRE DEPT. NON-EMERGENCY

Ph 989/386-2151  
Fx 989/386-3020

Thank you for your cooperation and immediate compliance in this matter. If you believe you have justifiable cause to delay compliance, please contact Dave Williams, our Code Enforcement Officer, to explain the reason(s) for your inability to comply immediately and to arrange a reasonable date to commence compliance if your request for delay is considered justified.

## PARKS & RECREATION

Ph 989/386-7541  
Fx 989/386-4508

Best Wishes,

Ken Hibel  
City Manager

## AIRPORT

Ph 989/386-0445  
Fx 989/386-4508

Enclosure

## MAIN STREET MANAGER

Ph 989/386-9190  
Fx 989/386-9190

cc: Dave Williams, Code Enforcement Officer  
Lori Schuh, Main Street Manager

August 26, 2010

City of Clare  
Mr. Ken Hibl, City Manager  
202 W. Fifth Street  
Clare, MI 48617

RE: Logo Trail Blazer Sign

Dear Mr. Hibl,

As you know we are under contract with the Michigan Department of Transportation to install Specific Service Signing along the Freeway system. You recently approved a trailblazer sign to be installed at the intersection of Bus. 10 (Fifth Street) @ Bus. 127 (McEwan Street) for The Whitehouse Restaurant.

We received another request from Marilyn's Restaurant to be included on the signing at the:

US-127 interchange with Bus. 127 (Northbound)

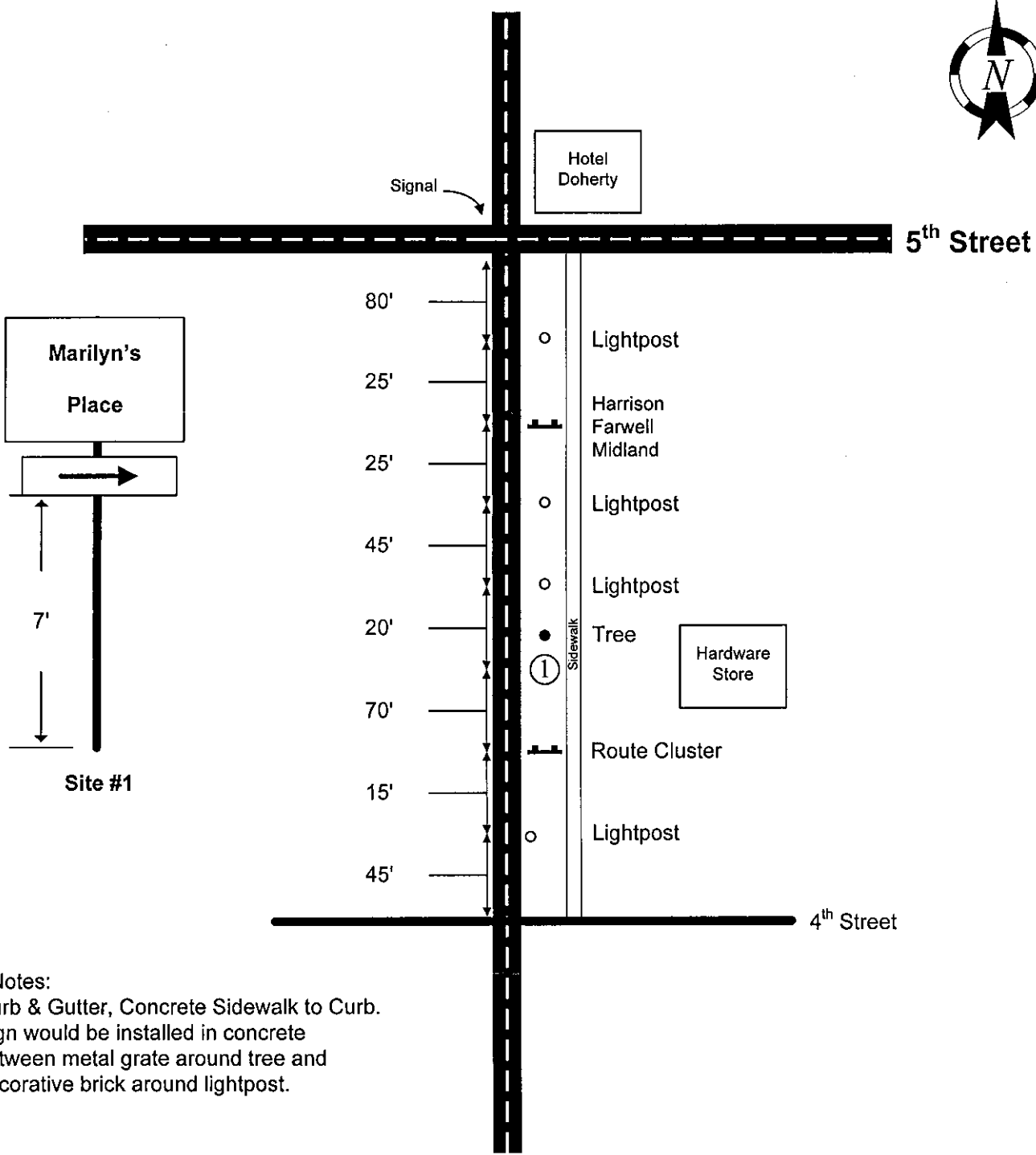
The rules of our contract with the Michigan Department of Transportation (MDOT) require a Trailblazer sign to be installed to direct motorists if the business is not along the intersecting road or easily visible from the ramp termini. In this case, the route to reach the restaurant from US-127 requires a turn onto Fifth Street from Bus. 127 (McEwan Street).

This sign would be located in State Right-of-Way and within the jurisdiction of MDOT, but MDOT has asked that we get the City of Clare's approval first. Please review the site plan and let me know your disposition. It is depicted as site #1 on the enclosed drawing. After your approval, we will contact MDOT for final approval.

If you have any questions, please feel free to give me a call.

Sincerely,

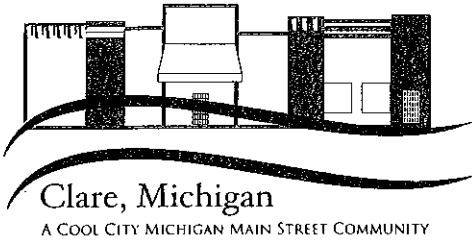
  
Dan Malnar  
Account Executive



\* Notes:  
 Curb & Gutter, Concrete Sidewalk to Curb.  
 Sign would be installed in concrete  
 between metal grate around tree and  
 decorative brick around lightpost.

**Bus 127 (McEwan Street)**

MICHIGAN LOGOS, INC.			LOGO TRAIL BLAZER SIGNS				
DRAWN BY: DRM	SCALE: None	DATE: 8/3/10	SITE	TYPE	SIZE	OFFSET	SUPPORTS
COUNTY: Clare	REVISED		1	TB-1	18"x24"	3'	1 3lbs. Post
ROUTE: US-127			2				
EXIT: 156			3				
REGION: Bay			4				
APPROVED BY:			5				



# CITY OF CLARE

202 West Fifth Street • Clare, Michigan 48617-1490  
989/386-7541 • Fax 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

September 1, 2010

## CITY HALL

Ph 989/386-7541  
Fx 989/386-4508  
[www.cityofclare.org](http://www.cityofclare.org)

Michigan Logos, Incorporated  
Attn: Mr. Dan Malnar  
5030 Northwind Drive, Suite #103  
East Lansing, Michigan 48823

## DEPARTMENT OF PUBLIC WORKS

Ph 989/386-2182  
Fx 989/386-3445

RE: Logo Trail Blazer Sign, Marilyn's Restaurant, City of Clare

Dear Mr. Malnar,

## W/WWT PLANT

Ph 989/386-2321  
Fx 989/386-2387

Thank you for providing us the opportunity to provide comment related to the request of the Marilyn's Restaurant to allow the installation of a Logo Trail Blazer Sign at the location depicted in your correspondence of August 26, 2010. The City wholeheartedly supports and endorses both the installation of this particular sign and the Logo Trail Blazer Sign Program in general.

## POLICE DEPT.

Non-emergency  
Ph 989/386-2121  
Fx 989/386-0440

Best Wishes,

Ken Hibel  
City Manager

## FIRE DEPT. NON-EMERGENCY

Ph 989/386-2151  
Fx 989/386-3020

cc: Marilyn Kuebler, Proprietor, Marilyn's Restaurant

## PARKS & RECREATION

Ph 989/386-7541  
Fx 989/386-4508

## AIRPORT

Ph 989/386-0445  
Fx 989/386-4508

## MAIN STREET MANAGER

Ph 989/386-9190  
Fx 989/386-9190