

**WESTLAKE PLANNING COMMISSION  
STAFF REPORT**

**5/29/26**

**PART I GENERAL INFORMATION**

**AC Orthodontics, Bay Pediatric Dentistry** sign plan, 27519 Detroit Rd., PP# 21221009, Ward 3

**PART II PROJECT SUMMARY**

On February 3, 2025, the Planning Commission recommended approval of an addition to the existing office building, which Council approved on February 6, 2025. That approval included a condition requiring submission of a sign permit application with detailed construction drawings for the freestanding sign. With construction now nearing completion, the proposed sign has been submitted for your review.

**PART III GUIDE PLAN/ ZONING**

*Guide Plan* – the Future Land Use map identifies this area as Multi-Family Residential (Medium Density), which supports the proposed sign for this permitted conditional use with the RMF-24 District.

*Zoning*

Because the building was originally a converted residence, it operates under **Conditional Use Permit (CUP)** Ordinance 1989-224, as amended by Ordinances 1995-197 and 1996-55.

The 1996 amendment permits one ground sign not exceeding 20 square feet, non-illuminated, and setback 15 feet from the front or side lot lines, along with one building identification wall sign limited to 1' × 3' (no wall sign is proposed):

- **The CUP Ordinance does not permit the requested** interior illumination and for the sign faces to exceed the 20-square-foot limit (each white face is 11.7 sq. ft., totaling 23.4 sq. ft.).
  - The solid aluminum-faced cabinet with routed and push-thru acrylic letters makes the illumination request consistent with precedent for similar signs in residential districts.
  - **The increased sign area is *rather de minimis*, exceeding the allowable limit by only 3.4 square feet. Additionally, freestanding signs in the RMF-24 district are permitted up to 30 square feet for residential developments and 24 square feet for institutional uses, making the request generally consistent with the scale of signage allowed elsewhere in the district.**
- The site plan's 13'-2" dimension is in error and that is actually the distance from the building to the sign; the right-of-way setback will be 15 feet as required, and a condition of approval is recommended to memorialize this requirement.
- Monument signs in the RMF-24 district may not exceed four feet in height; the proposed sign is four feet tall.

Modification Authority

**Ordinarily**, Section 1223.13(h) authorizes the Planning Commission to modify sign requirements based on the proposed sign, site conditions, surrounding context, and any unique circumstances, provided the overall purpose and integrity of the sign regulations are maintained and the standards of Sections 1220.05 and 1220.06 are met. **However, the two items requiring exceptions do not entirely relate to Chapter 1223, as Conditional Use Permit Ordinance 1996-55, condition #6, limits the sign face to 20 square feet and prohibits illumination. If the Planning**

Commission supports these exceptions, the City will need to take the appropriate steps to amend the ordinance accordingly.

#### **PART IV DRAFT FINDINGS/MOTION**

##### *Draft Findings of Fact*

1. The proposed ground sign meets the size, setback, and height limits Chapter 1223, Signs, and the setback requirements of the conditional use permit.
2. The requested sign area and illumination cannot be modified under Chapter 1223 alone because they are also restricted by CUP Ordinance 1996-55, condition #6. If the Planning Commission supports the request, then it is also supporting an amendment to this ordinance.

##### *Draft Motions<sup>1</sup>*

If the Planning Commission can approve, the following motions are advised:

##### Sign Plan

Based upon the findings of fact, I move to approve the AC Orthodontics, Bay Pediatric Dentistry sign plan with the following:

1. Condition that the sign be set back no less than 15 feet from the right-of-way.
2. Condition that Ordinance 1996-55, condition #6, is amended to permit a twenty-five-square-foot sign with interior illumination in accordance with Section 1223.07.
3. Modification from Section 1223.07 to permit an internally illuminated monument sign in a residential district.

##### Ordinance 1996-55

I recommend that Council amend Ordinance 1996-55 condition #6 to read :

“Not more than one ground sign limited to twenty-five square feet in area, with interior illuminated permitted in accordance with Section 1223.07, and setback 15' from front or side lot lines and one building-identification wall sign limited to one by three feet.”

<sup>1</sup> *This is suggested language only and not a recommendation for or against the approval of this request.*