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Tuesday, September 2, 2025, 6:00 PM  
City Hall  
101 W. First Street  
Lowell, North Carolina 28098

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## **1. Call to Order**

- 1.A. Call to Order
- 1.B. Determination of Quorum
- 1.C. Pledge of Allegiance
- 1.D. Changes to and Approval of Agenda

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## **2. Approval of Minutes**

- 2.A. Approval of Planning Board Meeting Minutes - August 5, 2025 DRAFT

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## **3. Old Business**

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## **4. New Business**

- 4.A. PROPOSED TEXT AMENDMENT ARTICLE 8
- 4.B. Master Sign Plan

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## **5. Adjournment**

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*Date Posted: September 2, 2025*



**City of Lowell**

**Planning Board**

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**A. Approval of Planning Board Meeting Minutes - August 5, 2025 DRAFT**

Meeting	Agenda Group
Tuesday, September 2, 2025, 6:00 PM	Approval of Minutes Item: 2A.
Reference File	Presented By

**To: Tyler Cobb, City Manager**

**From: Cheryl Ramsey, City Clerk/HR Director**

**Date:**

**Re:**

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*placeholder for info here...*

**Attachments**

[Planning Board Meeting Minutes - August 5, 2025 DRAFT.pdf](#)

**\*\* The following document is a draft of the minutes and the not the official approved minutes \*\***

## **Minutes for the Planning Board**

101 W. First Street, Lowell, North Carolina 28098

August 5, 2025, 6:01 PM - August 5, 2025, 6:52 PM

**Roll Call:** *(The following members were in attendance)*

- 
- **Scott Wilson**, Chair
- **Troy Roberts**, Board Member
- **Heather Seay**, Board Member
- **David Jennings**, Board Member
- **Norris Lamb**, Vice Chairman

### **1. Call to Order**

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#### 1.A. Call to Order- 6:01 PM

Chairman Wilson called the meeting to order at 6:04pm. Tameka Hopper was absent. Staff members present were Tyler Cobb, City Manager/Planning Director and City Clerk/HR Director Cheryl Ramsey.

#### 1.B. Determination of Quorum- 6:05 PM

It was determined a quorum was reached.

#### 1.C. Pledge of Allegiance- 6:05 PM

Led by Chairman Scott Wilson.

#### 1.D. Changes to and Approval of Agenda- 6:05 PM

There were no changes.

**The item was motioned To Approve by Norris Lamb and seconded by Troy Roberts with a passing result 5-0-0-0-0**

### **2. Approval of Minutes**

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### **3. Old Business**

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#### 3.A. Approval of Planning Board Minutes - May 6, 2025- 6:05 PM

Minutes were silently read.

**The item was motioned To Approve by Norris Lamb and seconded by Heather Seay with a passing result 5-0-0-0-0**

#### 4. New Business

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##### 4.A. Discussion of LDO Article 8 - 6:07 PM

Presented by Tyler Cobb. He said he pulled from neighboring towns to get an idea of how they handle their minimum lot requirements. He said that Cramerton ranges from 8,000 to 12,000 sq. ft., McAdenville ranges from 8000 to 20,000 sq. ft., Ranlo 11,600 to 17,450 to 34,900 sq ft. Lowell ranges from 11,600 to 17450, and SFR4 is 7800. He said he wanted to discuss the minimum lot sizes for the SFR's and the Main St. residential transition sizes. He wanted to know their thoughts.

Chairman Wilson said he knows people are questioning the Main St transitional area and the new houses built along Groves St and Bridge St, near the Sundrop. Board Member Lamb thought the issue was not so much the lot size but the setbacks from the main streets they are located on. Chairman Wilson agreed. Mr. Cobb also agreed but thought a lot of the questions he was getting were regarding the actual lot sizes being too small and how the developer was able to install four homes on the lot. He said the minimum lot size is 5000 for this area.

Board Member Seay said she'd be interested to know what the lot size is for Black St for comparison. Mr. Cobb said, for comparison, the new single homes going in on Spencer Mountain mostly range from .16 to .20 acres and the zoning there is SFR3. The houses on Bridge St and Groves St, in the RMST area are about .11 acres. Board Member Jennings asked how big the houses were? Mr. Cobb said about 12-1400 sq ft. Board Member Seay said part of the problem is the area in question doesn't feel like downtown, but the outskirts or the middle of a neighborhood. Mr. Cobb said it was part of the walkability and accessibility plan to the downtown and how this particular district was written in the LDO, from his understanding. Board Member Lamb asked if the map could be pulled up for better view of the areas being discussed. Mr. Cobb said RMST (transitional) area includes a part of Bridge St., Oak St, some of 3rd St , and part of High St or about 50 parcels in the district that the zoning affects.

Board Member Lamb said the stair step effect or the changes in requirements make sense to him but his biggest concern is the setbacks from the main roads. He doesn't understand how they could address the lot size without considering the setbacks on a main road. (Ms. Ramsey pulled up the map on the screen for members and the public to view.) He predicted that Groves St. would eventually be widened because it is not a side street but a main thoroughfare and there will

be more problems later on. Mr. Cobb said he is willing to take into consideration any and all recommendations. Board Member Jennings asked what the current setback requirement was. Mr. Cobb said the minimum front street setback is 12 feet. Chairman Wilson asked about the SFR3 area setbacks. Mr. Cobb said they were 20 feet and SFR4 was the same. Board Member Lamb said that was a big difference.

Chairman Wilson asked what was going to happen to the mixed use space beside the Dollar General. Mr. Cobb said he hasn't received any plans for that area. Chairman Wilson began explaining the issue there. Board Member Lamb thought that was different because of how it is zoned as mixed use. Chairman Wilson said he thought that could also be looked at because some of the neighbors have complained about the apartment buildings right in the middle of a neighborhood. He then asked what the goal and the vision of the city is at this point. He asked if the high density items are still being considered for downtown as part of Lowell's future? Mr. Cobb said the growth is definitely coming and this is making sure we have the right zoning in place to accommodate this growth.

Mr. Cobb asked the group if they are ok with the LDO and how it is written. Board Member Lamb said he is ok with everything except the setbacks on the main thoroughfares. Board Members Seay and Roberts stated they agreed. Board Member Lamb said, regarding the city vision, that doesn't change. He said the vision is growth, whether it is sped up or slowed down and they should think about it that way. He added "thinking strategically, we know it's coming and we need to do is try to make those decisions based on the fact that it is going to grow, things are going to change and we don't want to backtrack." Chairman Wilson said he thinks he agrees with that. He said he didn't know where they would go because undoing everything doesn't help the city into the future. Board Member Lamb thought that vision and goals were two different things, where the vision is not going to change but the goals may have to.

Mr. Cobb asked the group where the setbacks should be (they are currently at 12ft in the RMST area). Chairman Wilson and Board Member Lamb said 20 feet. They did not have issues with the sides and the backs of the lot. There was some brief discussion of the area and distinguishing main vs non main thoroughfares in that area. Chairman Wilson thinks setbacks should be 20ft. across the board but asked if that will ultimately cause a problem in building up the Main St transitional projects. Board Member Seay asked where the setbacks start. Mr. Cobb said the minimum front setback is measured from the right-of-way to the front of the houses and the side setback is 4ft. He said SFR3 is 8ft and SFR4 is 5ft on the sides and the rear but the lot widths change where SFR3 is 60ft for the minimum lot size and SFR4 is 50ft. He said Main St transitional

(RMST) lot width is 42ft. Board Member Lamb said he was ok with all of this after Chairman Wilson asked for their opinions. He said he didn't want to deter people from developing here and thinks the setback change will address the current issues. Chairman Wilson agreed but also asked if other things needed to be looked at so they don't have to make another change later on. He asked Mr. Williams his thoughts.

Dr. David Williams with Ability Development Group joined the meeting. He has 31 years experience as a certified planner and is a professor at UNCC. He said he thinks the group is on the right track in defining the density specifically for Lowell using the goals and vision and not basing on what other localities do. He said once that vision is determined, you need to stick with it. He believes the close proximity to Charlotte is going to bring a lot of interest to Lowell. He said in increasing the setback from 12 to 20ft and review of the side and rear setbacks would ask the question of how many units per acre one can get. Once the framework is developed, it really doesn't matter what zone district it is in because everything would fall into place as you have planned. He said he hasn't really studied the Lowell LDO but came as a spectator today and support to the City Manager. He said he can look at the LDO to give the board further feedback if they so wish.

There was further discussion of the 20 ft setback suggestion and Board Member Lamb ultimately asked Mr. Cobb if just doing that would make land unbuildable for a developer and if that was a reasonable amount for this area? He asked what would have happened to this lot if the 20ft setbacks were already in place? He said they need more information before they definitively say 20ft is the recommendation to the council. Mr. Williams said that was an excellent point because you don't want to cause developers to totally not want to build in Lowell. He said you want to strike a balance. He recommended additional research before sending it to City Council. Mr. Cobb said the developer would have probably put three instead of four houses on this lot and believes that is what council is looking for instead of trying to cram as many homes as possible onto a lot or two.

Board Member Lamb then discussed the lot size and asked if having a 20ft setback would have caused the developer to only build one house as oppose to three or four if all of them had a 20ft setback, which would in turn possibly cause the developer to not build at all. He likes the idea of keeping consistency with other neighborhoods but wants to make sure 20 ft will not be a hindrance or unreasonable for that area. Mr. Cobb read off the sq. ft. for each of the four newly built homes. One is 5,953 sq ft, one is 6,829 sq. ft, one is 6,469 sq. ft, and the last one is 6,708 sq. ft. He said the 5953 lot is the second one from City Hall on Groves St. There was further discussion

of the lot sizes where the board was back to agreeing that a 20ft setback was doable. Mr. Cobb agreed and said he would have Mr. Williams come back next month after he had time to review the LDO to help the group make their final decision to present to council. There was more discussion of the benefits for moving the setbacks back to 20ft before deciding to adjourn.

## 5. Adjournment

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Board Member Jennings made a motion to adjourn, seconded by Board Member Roberts. The vote was unanimously approved. The meeting adjourned at 6:52pm.



**A. PROPOSED TEXT AMENDMENT ARTICLE 8**

Meeting	Agenda Group
Tuesday, September 2, 2025, 6:00 PM	New Business Item: 4A.
Reference File	Presented By

**To: Tyler Cobb, City Manager**

**From: Tyler Cobb, City Manager/Planning Director**

**Date: 9/2/25**

**Re: PROPOSED TEXT AMENDMENT**

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*Please see attached.*

**Attachments**

[Development Ordinance Text Amendments\\_Lowell\\_NC\\_September\\_2025.pdf](#)



Staff Report  
DEPARTMENT OF PLANNING AND ZONING  
City of Lowell

CITY OF LOWELL (NC) PROPOSED TEXT AMENDMENT

**OVERVIEW**

Request: To consider proposed text amendments to the City of Lowell Development Ordinance: Article 8 (Section 8.4.2 ) Single-Family Residential District (SFR-4) (E-2) General Standards and Specifications; Article 8 (Section 8.4.3) Residential Main Street Transition District (RMST) (E-2) General Standards and Specifications

**COMPREHENSIVE LAND USE PLAN**

During periodic Planning Board meetings and Staff review, it was discovered that through the modification of existing text, lot size and setbacks were warranted for increase for both the SFR-4 and RMST Districts. The proposed changes would maintain focus on the goals and objectives adopted in the Comprehensive Land Use Plan.

**SUMMARY**

The City of Lowell (NC) Development Ordinance provides for amendment, supplements or changes to the Zoning Ordinance text and zoning district lines and designations. The proposed changes would not adversely impact the overall standards and regulations currently in place but provide future protection in the transition portion to the residential portion of the downtown associated with density.

With other local jurisdictions, compatible in growth and size, and with similar overall visions of adopted plans and ordinances, staff supports the recommendation for approval of this request.

**PLANNING BOARD RECOMMENDATION TO CITY OF LOWELL CITY COUNCIL**

(To be determined)

**Development Ordinance Proposed Text Amendments**

**Article 8 (8.4)– District Development Standards and Permitted Uses Listed for Each District**

Strikeout=delete; **Highlighted Bold Italics=additions** (proposed changes below)

**ARTICLE 8**

**DISTRICTS**

**8.4 District Development Standards and Permitted Uses Listed for Each District**

**8.4-2 Single-Family Residential Districts (SFR-2, SFR-3 and SFR-4)**

(A.) Intent. The Single-Family Residential Districts (SFR-2, SFR-3 and SFR-4) provide for the completion of existing residential neighborhoods and the development of new residential neighborhoods. Allowed building/lot types in the Single-Family Districts are Detached House. Listed uses are restricted to SingleFamily, including duplex (two-family), homes and their accessory uses. Neighborhoods in these districts are the dominant land use in Lowell and are a major element in defining the character of the community. Standards for the Single-Family Residential Districts promote that new development maintains the character of the community. The Single-Family Residential Districts permit the completion and conformity of conventional residential subdivisions already existing or approved in sketch plan form by the City of Lowell prior to the effective date of these regulations.

(B.) Listed Uses:

- (1.) Uses listed by right: See Table of Uses (Table 8.1) of this Article
- (2.) Uses listed with additional standards: See Table of Uses (Table 8.1) of this Article and Article 10, Section 10.1
- (3.) Uses listed with conditions: See Table of Uses (Table 8.1) of this Article and Article 10, Section 10.2

(C.) Listed Building and Lot Types: Detached House

(D.) Gross Residential Density Limit, excluding Accessory Dwellings meeting the limitations of and in accordance with Article 10, Section 10.1-3:

- (1.) SFR-2: 2.00 unit/acre
- (2.) SFR-3: 3.00 units/acre
- (3.) SFR-4: 4.00 units/acre

(E.) General Standards & Specifications:

(1.) Building placement, parking placement, building type, access, and lot arrangement shall be controlled by the lot and building type standards set forth in Article 9 for the lot and building types listed in the Single-Family Residential Districts.

(2.) In addition to the requirements established by the lot type standards and building type standards, the following minimum dimensional standards shall apply in the Single-Family Residential Districts:

	<b>SFR-2</b>	<b>SFR-3</b>	<b>SFR-4</b>
<b>LOT DIMENSIONS</b>			
Minimum Lot Size (gross square feet)	17,450	11,600	<del>7,800</del> <b>8,725</b>
Minimum Lot Width measured at Front Street Setback	72'	60'	50'
<b>PRINCIPAL STRUCTURES</b>			
Minimum Front Street Setback measured from Street Right-of-way	33'	20'	20'
Minimum Rear Yard Setback	9'	8'	<del>5'</del> <b>4'</b>
Minimum Side Yard Setback	9'	8'	5'
Minimum Corner Lot Side Street Setback measured from Street Rightof-way	21'	17'	10'
<b>ACCESSORY STRUCTURES</b>			
Minimum Front Street Setback measured from Street Right-of-way	73'	60'	60'
Minimum Rear Yard Setback	4'	4'	4'
Minimum Side Yard Setback	4'	4'	4'
Minimum Corner Lot Side Street Setback measured from Street Right of-way	22.5''	18.5'	11.5'

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*Development Ordinance*  
*Proposed Text Amendments*

<b>MINIMUM REQUIRED PARKING, WHETHER ENCLOSED OR NOT</b>			
Minimum Front Street Setback measured from Street Right-of-way	36.5'	23.5'	23.5'
Minimum Corner Lot Side Street Setback measured from Street Rightof-way	22.5'	18.5'	11.5'

(F.) Open Space. The provision and design of open space shall comply with the requirements set forth in Article 21.

(G.) Parking & Landscaping. Parking shall comply with the requirements set forth in

Article 12. Landscaping shall comply with the requirements set forth in Article 11.

**8.4-3 Residential Main Street Transition District (RMST)**

(A.) Intent. The Residential Main Street Transition District (RMST) provides for the completion of residential neighborhoods in the residential area(s) surrounding the Main Street and contiguous Civic Districts through in-fill development. The intent of this district is to recognize that gradual transformation of existing development to high quality mixed density residential development is needed to support the central core of the City. Higher density residential development allows a greater number of households to walk or bike, thus supporting businesses while reducing the parking demand and providing environmental and health benefits. Allowed building/lot types in these districts are the Detached House, Attached House, and Multi-Family Building. Streets in the Residential Main Street Transition District should be interconnected, with streets and sidewalks providing a connection from Lowell's Main Street and other mixed-use districts to the Single-Family Residential districts surrounding these neighborhoods. A range of housing types is encouraged. Criteria for the mix of building types establishes compatibility.

(B.) Listed Uses:

- (1.) Uses listed by right: See Table of Uses (Table 8.1) of this Article
- (2.) Uses listed with additional standards: See Table of Uses (Table 8.1) of this Article and Article 10, Section 10.1
- (3.) Uses listed with conditions: See Table of Uses (Table 8.1) of this Article and Article 10, Section 10.2

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(C.) Listed Building and Lot Types: Detached House, Attached House, and MultiFamily Building

(D.) Gross Residential Density Limits, excluding Accessory Dwellings meeting the limitations of and in accordance with Article 10, Section 10.1-3:

- (1.) Single-Family Detached: 7 units/acre
- (2.) Single-Family Attached: 16 units/acre
- (3.) Multifamily: See 10.1-24 B.(2) for Multifamily limits

(E.) General Standards & Specifications:

(1.) Building placement, parking placement, building type, urban form, access, and lot arrangement shall be controlled by the lot and building type standards (Article 9) for the lot and building types listed in the Residential Main Street Transition District (RMST).

(2.) In addition to the requirements established by the lot type standards and building type standards, the following dimensional standards shall apply in the Residential Main Street Transition District (RMST):

LOT DIMENSIONS	MINIMUM STANDARDS
Minimum Lot Size – All, Except Single-family Attached (Townhouse) (gross square feet)	<del>5,000</del> <b>8000</b>
Minimum Lot Size – Single-family Attached (Townhouse) (gross square feet)	1,600
Minimum Lot Width measured at Front Street Setback - All, Except Single-family Attached (Townhouse)	42'
Minimum Lot Width measured at Front Street Setback - Single-family Attached (Townhouse)	16'
<b>PRINCIPAL STRUCTURES</b>	
Minimum Front Street Setback measured from Street Right-of-way	<del>12'</del> <b>20</b>
Minimum Rear Yard Setback	4'
Minimum Side Yard Setback - All, Except interior lot lines of Single-family Attached (Townhouse)	4'

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Minimum Side Yard Setback - Single-family Attached (Townhouse) interior lot lines	0'
Minimum Corner Lot Side Street Setback measured from Street Right-of-way	8'
<b>ACCESSORY STRUCTURES</b>	
Minimum Front Street Setback measured from Street Right-of-way	28'
Minimum Rear Yard Setback	5'
Minimum Side Yard Setback	5'
Minimum Corner Lot Side Street Setback measured from Street Right-of-way	22.5''
<b>MINIMUM REQUIRED PARKING, WHETHER ENCLOSED OR NOT</b>	
Minimum Front Street Setback measured from Street Right-of-way	1.5' behind primary plane of residential conditioned space
Minimum Corner Lot Side Street Setback measured from Street Right-of-way	22.5'

(F.) Open Space. The provision and design of open space shall comply with the requirements set forth in Article 21.

(G.) Parking & Landscaping. Parking shall comply with the requirements set forth in Article 12. Landscaping shall comply with the requirements set forth in Article 11.



**B. Master Sign Plan**

Meeting	Agenda Group
Tuesday, September 2, 2025, 6:00 PM	New Business Item: 4B.
Reference File	Presented By

**To: Tyler Cobb, City Manager**

**From: Tyler Cobb, City Manager/Planning Director**

**Date: 9/2/25**

**Re: Master Sign Plan**

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*Please see attached.*

**Attachments**

[Master Sign Tindol Pre Owned 9-2-25.pdf](#)

[TINDOL PRE OWNED SUPER STORE FRONT FINAL PROOF.pdf](#)

[TINDOL PRE OWNED SUPER STORE SIDE FINAL PROOF.pdf](#)



## MASTER SIGN PLAN APPLICATION

TO: THE CITY OF LOWELL  
101 W. First Street  
Lowell, NC 28098

APPLICATION #: \_\_\_\_\_  
DATE FILED: 8-28-25  
FEE PAID: \_\_\_\_\_

The undersigned does (do) hereby respectfully make application and request to the City of Lowell to allow creativity in order to address site issues and constraints as outlined in regards to Article 17 of the Lowell Development Ordinance pertaining to sign regulations and requirements on the below listed property and in such ways as proposed.

- 1) The real property sought to be amended is owned in fee simple by:

Tindol Subaru - Natalie M. Tindol  
as evidenced in Deed Book 70 Page 154 of the Gaston County Register of Deeds Office. There are no restrictions or covenants of record appearing in the chain of title which would prohibit the property from being subject to this request.

- 2) The address of the real property sought to be amended is: 4295 E. Franklin Blvd. and/or further legal description by metes and bounds of said realty is attached to this application.
- 3) The following are all adjoining property owners who own land adjacent to all sides, front and rear, which shall include properties across the street from the property sought to be amended. The names and addresses listed below shall be determined by the most recent tax listing as recorded in the Gaston County Tax Office. (Use additional pages if necessary.)

### NAME

### ADDRESS

Drive Time  
Chester Chevrolet  
4295 E Franklin  
4290 Wilkinson.

4304 Wilkinson Blvd.  
831 S. Main St Lowell  
Tindol Subaru - Building - 1  
Courage Kia

- 4) A map or drawing identifying the real property requesting the Master Sign Plan and all attached properties with their designated zoning districts shown shall be attached to this application.
- 5) Master Sign Plan proposal illustrating the proposed signs, their proposed location, and their proposed purpose, along with a statement as to why the existing sign code cannot or should not be followed in the subject case.

6) An analysis showing how the proposed signage plan differs from what could be provided under the existing sign regulations set forth in Article 17 of the Lowell Development Ordinance.

7) Other similar information determined by the *Planning, Zoning & Subdivision Administrator* to be necessary for understanding the purpose and intent of the proposed Master Sign Plan application.

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

8) The applicant understands that a letter stating the date, time and place for the Public Hearing for the Master Sign Plan request of said property shall be mailed to each of the parties listed in Section 3 above at least ten (10) days prior to the Public Hearing.

9) If the applicant is not the legal owner of the property seeking approval of the Master Sign Plan, the legal owner(s) names and addresses shall be listed below. Owner(s) shall be determined by the most recent tax listing as recorded in the Gaston County Tax Office. (Use additional pages if necessary.) (Please attach Notarized Public Hearing Consent Form provided by the City of Lowell)

NAME

ADDRESS

Tindol Subaru

4295 E. Franklin Blvd.

Applicant(s) Name:

Payless Signs & Graphics

Address:

5505 Candlewick Trail Gastonia, NC 28056

Telephone:

704-568-2155

Applicant(s) Signature:

Stephano Hamilton

City of Lowell  
101 W. First Street  
Lowell, NC 28098

Telephone: 704-824-3518

**Gastonia, NC**

4491 Posterity Ct Suite 1  
Gastonia, NC 28056

PHONE 704-879-4091

EMAIL

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We allow up to 3 revisions on proofs per project; afterwards, each revision is and additional \$35.00

Date:

Approved:

Materials:

Revision:

**PAYLESS**  
**SIGNS** & Graphics  
*Pay Less...Get More!*

239.28 in

**TINDOL PRE-OWNED  
SUPER STORE**

60 in

Sign is 60" X 239" = 99.58 SQFT  
Building is 28'X 80' = 2,240 SQFT  
Sign is .063 aluminum attached  
to metal building



**Gastonia, NC**

4491 Posterity Ct Suite 1  
Gastonia, NC 28056

PHONE 704-879-4091

EMAIL

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Date:

Approved:

Materials:

Revision:

**PAYLESS**  
**SIGNS & Graphics**  
*Pay Less...Get More!*

239.28 in

60 in

**TINDOL PRE-OWNED  
SUPER STORE**

Sign is 60" X 239" = 99.58 SQFT  
Building is 28'X 80' = 2,240 SQFT  
Sign is .063 aluminum attached  
to metal building

239.28 in

60 in

**TINDOL PRE-OWNED  
SUPER STORE**

