

## SIGN ORDINANCE

### Section

- [153.01](#) Purpose
- [153.02](#) Definitions
- [153.03](#) Permits
- [153.04](#) Signs not requiring permits
- [153.05](#) Permitted signs
- [153.06](#) Billboard signs
- [153.07](#) Prohibited signs
- [153.08](#) General requirements
- [153.09](#) Maintenance
- [153.10](#) Nonconforming signs

### § 153.01 PURPOSE.

The purpose of this chapter is to regulate sites and outdoor advertising in a manner which will minimize their harmful effects while permitting latitude for creative and effective advertising.

(Ord. 510, passed 4-22-2002)

### § 153.02 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**FLAG.** A piece of cloth or bunting attached to a pole attached to and perpendicular to the ground, bearing the official design of any unit of government, educational institution, fraternal benefit societies, order or organization, or any organization operated exclusively for religious, charitable, scientific, literary, or educational purposes, except when displayed in connection with commercial promotion.

**HEIGHT OF A SIGN.** The vertical distance measured from the ground immediately beneath the sign to the highest point of its structure.

**MARQUEE SITE.** A display on a marquee or extending above or below a marquee, awning or canopy.

**NONCONFORMING SITE.** Any sign which does not conform with the provisions of this chapter but which was lawfully existing and maintained within the city prior to and at the time this chapter became effective or was lawfully in existence and in use on the property inside the city on the date this chapter went into effect.

**PROJECTING SIGN.** Any sign attached to a building which extends more than 15 inches beyond any vertical surface of the building which supports it.

**ROOF SIGN.** Any sign which is attached to a building and any part of which extends above either the top of the building silhouette or any portion of the roof surface.

**SIGN.** Any device designed to inform or attract the attention of persons not on the premises on which the sign is located; excepting however, the following, which shall not be included within this definition:

(1) Signs not exceeding one square foot in area and bearing only property numbers, post box numbers, names of occupants of premises, or other identification of premises not having commercial connotations;

(2) Legal notices; identification, informational, or directional signs erected or required by governmental bodies;

(3) Integral decorative or architectural features of buildings, except letters, trademarks, moving parts, or moving lights;

(4) Signs directing and guiding traffic and parking on private property, but bearing no advertising matter.

**SITE AREA.** The area of a sign consisting of the entire surface of any regular geometric form, including words, letters and symbols, or combinations of regular geometric forms, comprising all of the display area of the sign and including all of the elements of the matter displayed. Frames and structural members not bearing advertising matter shall not be included in the computation of such area.

**SIGN, ON-SITE.** A sign relating in its subject matter to the premises on which it is located or to products, accommodations, services, or activities on the premises.

**SITE, OFF-SITE.** A sign other than an on-site sign.

**TEMPORARY SITE.** Any sign which is designed to be transported, including, but not limited to signs with wheels, signs with chassis or support constructed without wheels, signs designed to be transported by trailer or wheels, signs converted to an A- or T- frame sign, menu signs or sandwich boards, searchlight stands, pennants, banners or hot air or gas filled balloons used for advertising.

**WALL SITE.** A sign which is attached directly to, or otherwise inscribed upon, a building wall or the exterior of a window.

**WINDOW SITE.** Any sign which is permanently or temporarily applied, affixed, or attached to the interior or exterior of any building window.

(Ord. 510, passed 4-22-2002)

### **§ 153.03 PERMITS.**

No person shall erect, place, structurally alter, paint, or add to any sign nor attach any sign to an existing site which shall either increase the area thereof or constitute a structural alteration thereof or an addition thereto without first obtaining a permit to do so.

(A) *Application for sign erection permits.* Application for such permit shall be filed upon forms provided by the Zoning Administrator and shall contain the following information:

- (1) Name, address, and telephone number of the applicant;
- (2) Location of building, structure or lot to which the sign is to be attached or erected;
- (3) Position of the site in relation to nearby buildings, structures, and property lines;
- (4) A drawing of the plans and specifications and method of construction and attachment to the building or in the ground;
- (5) Copy of stress sheets and calculations, if deemed necessary, showing the structure as designed for dead load and wind pressure in accordance with regulations adopted by the Building Official;
- (6) Name and address of the person, firm, corporation, or association erecting the structure;
- (7) Such other information as may be required to show full compliance with this chapter and all other applicable laws of the city and the state.

(B) *Approval.* The Zoning Administrator shall approve the application and provide the applicant with a site permit if:

- (1) The applicant has paid the required site permit fees;
- (2) The applicant has submitted a complete application;
- (3) The application meets all of the requirements of this chapter.

(C) *No permit required.* No permit shall be required for ordinary servicing, repainting of existing sign message, or cleaning of a sign. No permit is required for change of message of a sign without change of structure, including a bulletin board or billboard, but not including a sign to which a new permanent face may be attached.

(Ord. 510, passed 4-22-2002)

### **§ 153.04 SIGNS NOT REQUIRING PERMITS.**

(A) *Signs in residential districts.* On-site signs may be permitted in residential districts as follows.

- (1) One professional sign or name plate sign for a permitted home occupation in the R-3L and R-3H Districts not more than one square foot in area which shall be non-illuminated. The sign must be mounted flat against the residence.
- (2) One noncommercial sign or name plate not more than one square foot in size.
- (3) Sites permitted in the residential districts shall not be erected closer to any adjacent street right-of-way line than one-half the setback required for the lot, provided that a noncommercial sign or name plate may be placed anywhere within the front yard.
- (4) Temporary garage sale signs, provided that the garage sale is in compliance with the requirements of the Zoning Code and the sign is removed within one day at the end of the garage sale. Signs shall not be placed within the street right-of-way.

(B) *Signs in all districts.*

(1) Flags shall be permitted in any district, provided the top of the flagpole shall be no higher than 35 feet above grade and the height of the flagpole shall be at least eight feet higher than the length of the longest side of the flag, measured from the lowest point of the flag (at relaxed position) to grade. There shall be no more than one flag pole per lot.

(2) Legal notices; identification, informational, or directional signs erected or required by governmental bodies.

(3) Political signs advertising political candidates and/or political and election positions, provided that the total area of the sign shall not exceed six square feet, and further provided that they shall be removed within five days after said election is completed.

(4) One non-illuminated temporary sign pertaining to the lease or sale of the premises upon which it is placed, not exceeding eight square feet in total area, provided that it shall be removed within seven days after the consummation of a lease or sale transaction.

(5) One non-illuminated temporary sign indicating the name of the architect, developer, financing institution and/or construction company responsible for the construction of a development while construction is in progress. The sign shall be no greater than 12 square feet in size in residential districts and 32 square feet in size in commercial or industrial districts. Project signs for a multi lot or multi unit residential development may be a maximum of 32 square feet in area. Project signs located on a site for greater than three months shall require a permit and shall be shown on the developments proposed site plan.

(Ord. 510, passed 4-22-2002)

**§ 153.05 PERMITTED SIGNS.**

The following signs for identification of activities and services available on the premises, for providing information relative to the functions of the premises, or for the advertising are allowed by the issuance of a zoning permit with the particular limitations for each use district noted.

<i>Sign Type and Standards</i>	R-1	R-2	MU	R-3L	R-3H	MC	GC`	CB
For each recorded subdivision or development, 1 identification crest or insignia not to exceed 32 sq. ft. in area, no closer to street or lot line than 30 ft., for no more than 2 years	P	P	P	P	P			
One sign not exceeding 12 sq. ft. for identification of housing developments such as apartment complexes				P	P			
Wall signs or window signs, not projection over roof line, not exceeding 20% of building height, total area of all signs not to exceed 20% of the area of building face or window to which they are attached			P				P	P



(Ord. 510, passed 4-22-2002)

### **§ 153.07 PROHIBITED SIGNS.**

The following signs are prohibited in the city:

(A) Signs with any visible moving, revolving or mechanical parts or movements or other apparent visible movement achieved by electrical, electronic or mechanical means, including intermittent electrical pulsations or by action of normal wind current shall not be permitted;

(B) Roof signs;

(C) Off-site signs other than approved billboards.

(Ord. 510, passed 4-22-2002)

### **§ 153.08 GENERAL REQUIREMENTS.**

(A) No signs may be placed in or overhang into a public right-of-way other than signs established and maintained by the city, county, state or federal government.

(B) Signs may not be placed so as to obstruct the clear vision of motorists or pedestrians.

(Ord. 510, passed 4-22-2002)

### **§ 153.09 MAINTENANCE.**

(A) All signs for which a permit is required and all supports thereof shall:

(1) Be kept in compliance with the plans and specifications filed and approved for issuance of the sign permit;

(2) Be kept and maintained in a safe condition;

(3) At all times conform to all provisions of this chapter.

(B) The Zoning Administrator has the authority to inspect any sign requiring a permit at any given time to ensure compliance with the requirements of this chapter.

(C) The Zoning Administrator may require the repair or removal of a sign requiring a permit within seven days upon the finding that any of the following conditions exist:

(1) The site is found to be unsafe;

(2) The site is in a condition that does not comply with this chapter;

(3) The sign was established as an accessory use for a principal use which has ceased to exist for a period of six months;

(4) The site is deteriorated and constitutes a blight to the community's appearance. Evidence of deterioration includes peeling paint, missing letters, broken or cracked sign face or burned out lights.

(Ord. 510, passed 4-22-2002)

### **§ 153.10 NONCONFORMING SIGNS.**

Legal, nonconforming signs in existence at the time of the adoption of this chapter shall be removed or brought into conformance with this chapter within seven years of its adoption, with the following exceptions:

(A) Billboard signs;

(B) Sites granted a variance from the requirements of this chapter by the Zoning Board of Appeals.

(Ord. 510, passed 4-22-2002)

**Disclaimer:**

This Code of Ordinances and/or any other documents that appear on this site may not reflect the most current legislation adopted by the Municipality. American Legal Publishing Corporation provides these documents for informational purposes only. These documents should not be relied upon as the definitive authority for local legislation. Additionally, the formatting and pagination of the posted documents varies from the formatting and pagination of the official copy. The official printed copy of a Code of Ordinances should be consulted prior to any action being taken.

For further information regarding the official version of any of this Code of Ordinances or other documents posted on this site, please contact the Municipality directly or contact American Legal Publishing toll-free at 800-445-5588.