

### 10.3 Sign Permit

a. No Sign Permit Required

The following signs are permitted to be installed and maintained without a permit, subject to compliance with the following specified standards.

<u>Sign Type/Illumination</u>	<u>Max. Signage Size</u>	<u>Maximum Height (above grade)</u>	<u>Location</u>	<u>Max. #</u>
1. Real Estate "FOR SALE" or "FOR RENT" for residential properties <u>Non-illuminated</u>	9 sq. ft.	6'	On premises, within 15' of the front property line	1
2. Real Estate "FOR SALE" or "FOR RENT" for commercial/industrial properties <u>Non-illuminated</u>	16 sq. ft.	7'	On premises within 15' of the front property line	1
3. Identification/customary home occupation (in residential zones) name and profession only <u>Non-illuminated or indirect illumination</u>	2 sq. ft.	6'	On premises	1
4. Identification/resident name(s) and for dwelling dwelling unit numbers <u>Non-illuminated or indirect illumination</u>	2 sq. ft.	6'	On premises	1
5. On-site directional signs within commercial/industrial/multi-family attached housing developments. <u>Non-illuminated</u>	3 sq. ft.	4'	On premises	As required
6. Agricultural, seasonal farm products grown and sold on farm <u>Non-illuminated</u>	16 sq. ft.	6'	On premises, all multiple products to be posted on the same sign face or uniform "ladder" configuration	1
7. Off-site directional signs containing the name of an agricultural or other permitted business in a residential zone (excluding home occupations) <u>Non-illuminated</u>	2 sq. ft.	6'	Street intersection and/or premises entrance	3
8. Off-site directional signs containing the name of a public religious, or service organization in any zone	2 sq. ft.	6'	Street intersection and/or premises entrance	2

Non-illuminated

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| 9. <u>Interior glass mounted sign within retail, business service, restaurant uses only.</u><br>Direct illumination or non-illuminated  | Not more than 25% of the glass area of any window in the front of the building, nor more than 50 sq. ft. per tenant space, whichever is less. No single non-illuminated sign shall exceed 12 sq. ft., and the total area of direct illumination signs shall not exceed 8 sq. ft. | N/A | As required  | N/A  |
| 10. <u>No trespassing/private drive signs</u><br>Non-Illuminated  | 2 sq. ft.  | N/A | As required  | 1/200' of lineal feet of property boundary 1/premise |
| 11. <u>Historical Markers - historical organization or government agency</u><br>Non-illuminated   | 8 sq. ft.  | N/A | As required  |  |
| 12. <u>Residential tag sales 48 hours maximum time</u><br>Non-illuminated   | 6 sq. ft.  | 6'  | On premises  | 2  |
| 13. <u>Non-profit special event (public, political, charitable, religious) (21 days prior to the event - with removal 7 days following)</u><br>Non-illuminated  | 20 sq. ft.   | 6'  | On premises, within 15' of the front property line | 1  |
| 14. <u>Overhanging identification sign</u><br>Indirect or non-illuminated   | 2 sq. ft.  | 8'  | As required  | 1 for each use/property                              |
| 15. Replacement signage of the same type, shape, illumination, size, height and location as the sign to be replaced/removed shall not be considered a new sign and, therefore, shall not require a permit from the Town Plan and Zoning Commission. |  |     |  |  |

All "No Sign Permit Required" signs shall not be included in the calculation of "Permanent Sign Permit Required" signs.

b. Temporary Sign Permit Required

The following signs are permitted to be installed and maintained following the issuance of a temporary sign permit by the Community Development Department, Building Division, subject to compliance with the following specified standards.

<u>Sign Type/Illumination</u>	<u>Max. Signage Size</u>	<u>Maximum Height (above grade)</u>	<u>Location</u>	<u>Max. #</u>
1. <u>Commercial Construction Project (limited to construction period)</u> Non-illuminated	20 sq. ft.	6'	On premises, within 15' of the front property line	1

2.	Residential Construction Project (1 year with add'l extensions) <hr/> Non-illuminated	20 sq. ft.	7'	On premises within 15' of the front property line	1
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c. Permanent Sign Permit Required

The following signs are permitted to be installed and maintained following the issuance of a permanent sign permit from the Community Development Department, subject to compliance with specified standards.

**Single Building Parcels - Single Business Use**

Business signs on parcels within the PBD, TC, PT, PI, Flood, **PE and PC Zones EFFECTIVE 04-14-04**, containing one building with one business use shall be regulated as follows:

Wall and/or ground signs are permitted in accordance with the following standards:

- The maximum area (sq. ft.) of wall and/or ground signs shall be determined by converting the length (ft.) of the building wall containing the main entry to the equivalent area (sq. ft.). (For example, a building wall length of 30 ft. converts to a maximum total sign area of 30 sq. ft.). However, regardless of the building wall length, the maximum total area of signage regulated by this section shall not exceed 55 sq. ft.; with no single wall sign larger than 25 sq. ft. and no ground sign larger than 30 sq. ft. Lettering on window or door awnings shall also be considered wall signs if utilized in accordance with the above standards.
- Additionally, fuel service station canopies may also contain wall signage on the canopy fascia in accordance with the following. A maximum of two canopy signs may be located on the fascia with a total sign area not to exceed 10% of the area of the longest side of the canopy fascia. No one canopy sign may be larger than 20 sq. ft.
- Not more than two types of permitted signs and a total maximum of three signs regulated by this section shall be allowed on a parcel, with the exception of fuel service stations which may have not more than three wall signs and one ground sign.

**Installation Protocol**

<u>Sign Type</u>	<u>Location</u>	<u>Height</u>	<u>Illumination</u>
Wall includes awning letters	Front or side wall	Not higher than the lower sill of any 2nd story window or 15' from the ground to the top of sign, whichever is less	Direct, indirect, or none - wall  indirect or none - awning
Ground	Front yard	Not higher than 10' from the ground to the top of sign	Direct, indirect, or none

The Town Plan and Zoning Commission, as part of the approval of a Section 12 Special Permit with Design Review, may require modifications to the permitted size, location, height and number related to a sign or group of signs.

**Single or Multiple Building Parcels - Multiple Business Uses**

Business signs on parcels within the PBD, TC, PT, PI, Flood, **PE and PC Zones EFFECTIVE 04-14-04**, containing one or more building (s) and/or with multiple business uses shall be regulated as follows:

Wall and/or ground signs are permitted in accordance with the following standards:

- Each business use located on the first floor shall be permitted to locate one wall sign on the building wall that contains the main entry to the business use. Businesses located on the building corners may also locate a wall sign on the side wall. The maximum area (sq. ft.) of wall signs shall proportionately relate to the wall length associated with the main entry side of the individual business by a factor of .8. (for example, a business use with an entrance wall length of 30 ft. converts to a maximum wall sign area of 24 sq. ft. - 30 ft. x .8 = 24 sq. ft. sign area). Wall signs for each business use in a multi-business building shall be designed to reflect a coordinated theme for the entire building. Accordingly, each wall sign shall be uniform in type, height, wall placement and illumination. (The total length of signs may vary). The maximum sign area of any wall sign regulated by this Section shall be 25 sq. ft. Lettering on window or door awnings shall also be considered wall signs if utilized in accordance with the above standards.
- One ground sign shall also be permitted on properties containing one or more buildings and/or with multiple business uses. The maximum area of said ground sign shall be a function of the number of business uses located on the property as follows: up to 3 businesses shall convert to 24 sq. Ft. and 4 or more businesses shall convert to 32 sq. ft. The property owner shall be responsible for the submission of plans the equitably distribute the available space on any ground sign.

Multiple business buildings that contain uses that share entries or utilize upper floor business spaces are strongly encouraged to utilize ground signs.

**Installation Protocol**

<u>Sign Type</u>	<u>Location</u>	<u>Height</u>	<u>Illumination</u>
Wall includes awning letters	Front or side wall	Not higher than the lower sill of any 2nd story window or 15' from the ground to the top of sign, whichever is less	Direct, indirect, or none - wall  Indirect or none - awning
Ground	Front yard, or within 25 feet of a driveway if the sign is a tenant <u>directory sign</u>	Not higher than 10' from the ground to the top of sign	Direct, indirect, or none

The Town Plan and Zoning Commission, as part of the approval of a Section 12 Special Permit with Design Review, may require modifications to the permitted size, location, height and number related to a sign or group of signs.

**Identification Signs Larger than two sq. ft. in all zones**

Ground signs are permitted in accordance with the following standards:

<u>Sign Type/Illumination</u>	<u>Max. Signage Size</u>	<u>Maximum Height (above grade)</u>	<u>Location</u>	<u>Max. #</u>
<u>Farm</u> Indirect illumination or non-illuminated	16 sq. ft.	6'	On premises	1
<u>Charitable, religious, government or educational</u> Indirect illumination or non-illuminated	16 sq. ft.	6'	On premises	2 (if site has multiple driveways)
<u>Residential development project (i.e., subdivision or apartment - entrance sign)</u> Indirect illumination or non-illuminated	20 sq. ft.	6'	On premises	

**10.4 General Specifications**

- a. No sign shall display intermittent lights resembling flashing lights customarily used in traffic signals or those used by police, fire, ambulance, or other emergency vehicles nor shall any sign use the word "stop," "danger," or any other word, phrase, symbol or character that might be misconstrued to be a public safety warning or official traffic control sign, not shall any beam or beacon of light resembling any emergency vehicle or facility be permitted to be erected as part of any sign or sign display.
- b. Illuminated signs shall be so shielded as not to case direct light into or onto any adjoining property or building or into or onto any public right-of-way.
- c. No streamers or banners or other such sign devices shall be permitted with the exception of municipally sanctioned seasonal banners which may be installed within road rights-of-way following approval by the Town Plan and Zoning Commission.
- d. No sign shall be erected within or overhang public rights-of-way, except that the Building Official may permit exceptions if the sign is installed behind the sidewalk or area where sidewalks would normally be built, and the sign does not overhang the traveled portion of the right-of-way.
- e. No sign shall be installed at an intersection so as to interfere with safe sight lines, within the area of a triangle measured 25' along the street line, outward from the intersection of the street line.
- f. Signs painted on a building shall be repainted when required to be kept in good condition and shall be removed or painted out by order of the Town Building Official if not so maintained.
- g. No signs shall be permitted to obstruct any door, fire exit, stairway, or opening intended to provide ingress or egress for any building structure.
- h. Signs which may become unsafe, or no longer functional shall, upon notice from the Building Official, be repaired or removed by the owner or lessee of the property on which such signs stand.