

NOTICE
GLENPOOL CITY COUNCIL
and
GLENPOOL PLANNING
COMMISSION
SPECIAL JOINT WORKSHOP

A Special Joint Workshop of the Glenpool City Council and the Glenpool Planning Commission will be held at 6:30 p.m. on, Tuesday, May 31, 2016, at Glenpool City Hall, City Council Chambers, 12205 S. Yukon Ave., 3rd Floor, Glenpool, Oklahoma.

The City Council welcomes comments from citizens of Glenpool who wish to address any item on the agenda. Speakers are requested to complete one of the forms located on the agenda table and return to the City Clerk PRIOR TO THE CALL TO ORDER

AGENDA

- A) **Call to Order - Timothy Lee Fox, Mayor;**
Richard Watts, Planning Commission Chairman
- B) **Roll call, declaration of quorum – Susan White, City Clerk; Timothy Lee Fox, Mayor;**
Rick Malone, City Planner; Richard Watts, Planning
Commission Chairman
- C) **Scheduled Discussion**
- 1) Discussion concerning possible amendments to 11-12-21; Use Unit 21, Signs; Glenpool Zoning Code.
(Rick Malone, City Planner)
- D) **Adjournment**

This notice and agenda was posted at Glenpool City Hall, 12205 S. Yukon Ave., Glenpool, Oklahoma, on _____, _____ at _____ am/pm.

Signed: _____
City Clerk

CITY OF GLENPOOL
PROMOTIONAL SIGNAGE

	COMMERCIAL INDUSTRIAL ZONING DISTRICTS	ON-SITE PERMANENT BANNERS	ON-SITE TEMP BANNERS	OFF-SITE TEMP SIGNS/BANNERS	OFF-SITE BANNER IN R/W	#SIGNS ALLOWED	DURATION	TIMES PER YEAR	COST
GLENPOOL	ALLOWED	ALLOWED	ALLOWED	ALLOWED	ALLOWED	CASE BY CASE	90 DAYS	RENEWABLE	\$50.00
JENKS	ALLOWED	ALLOWED	ALLOWED	NOT	NOT	BY DISTRICT	14/30	5/10 WEEKS	VARIES
OWASSO	PERMANENT	NOT	ALLOWED	NOT	NOT	NOT	NOT	30 DAYS	\$30.00
TULSA	ALLOWED	ALLOWED	ALLOWED	NOT	NOT	32SF	14/90 DAYS	4 PER YEAR	VARIES
SKIATOOK	NOT	NOT	NOT	NOT	NOT	NOT	NOT	NOT	NOT
SAPULPA	NOT	NOT	ALLOWED	NOT	NOT	BY DISTRICT	60 DAYS	2 PER YEAR	VARIES
BROKEN ARROW	ALLOWED	NOT	ALLOWED	NOT	NOT	ONE SIGN	45 DAYS	4 PER YEAR	VARIES
SAND SPRINGS	ALLOWED	ALLOWED	ALLOWED	NOT	BOA	BY DISTRICT	10 DAYS	4 PER YEAR	\$50.00
BIXBY	ALLOWED	ALLOWED	ALLOWED	NOT	NOT	VARIABLE	10 DAYS	4 PER YEAR	VARIES
COWETA	ALLOWED	ALLOWED	ALLOWED	NOT	NOT	VARIABLE	30	4 PER YEAR	VARIES

CURRENT GLENPOOL ZONING CODE "SIGNS"

11-12-21: USE UNIT 21, SIGNS:

A. Description: Regulations governing the usage, size, format and location of business signs and outdoor advertising throughout the city.

B. Included Uses:

Business signs and outdoor advertising, as more particularly defined in subsection C of this section.
(Ord. 665, 9-17-2012)

C. Definitions:

ACCESSORY USE OR STRUCTURE: A use or structure on the same lot with, and of a nature customarily associated with and incidental and subordinate to, the principal use or structure.

CANDELA: Literally means candle in Latin and is the international system unit of luminous intensity; that is, power emitted by a light source in a particular direction, weighted by the luminosity function (a standardized model of the sensitivity of the human eye to different wavelengths). A standardized candle emits light with a luminous intensity of one candela. If emission in any direction is blocked by an opaque barrier, the emission would still be approximately one candela in the directions that are not obscured.

DWELL TIME: The duration or interval of time during which each individual advertisement or message is displayed on any sign that is capable of sequentially displaying more than one advertisement or message on its display surface.

FOOT-CANDLE: A unit of measure of the intensity of light falling on a surface, equal to one lumen per square foot and originally defined with reference to a standardized candle burning at one foot (1') from a given surface.

INTERSECTION, SIGNALIZED: An area where motor vehicle traffic is regulated by an official traffic control signal or light that is encompassed within the prolongation or connection of the lateral curb lines or, if none, then the lateral boundary lines of the roadways of two (2) streets that join one another at, or approximately at, right angles, or the area within which vehicles travel upon different streets joining at any other angle which may conflict, whether or not one such street or roadway crosses the other.

LED: Light emitting diode; a semiconductor that gives out light when an electric current is applied to it.

LUMEN: The international system unit of luminous flux; a measure of the power of light perceived by the human eye. A light source that uniformly radiates one candela in all directions radiates a total of 4π lumens.

NIT/CANDELAS PER SQUARE METER: A unit of illuminative brightness equal to one candela per square meter, measured perpendicular to the rays of the source.

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SIGN: Any fabricated display structure, including its support, consisting of any letter, figure, character, mark, poster pointer, marquee advertising, design, picture, stripe, trademark, reading matter, or illuminating device constructed, attached, erected, fastened or manufactured in any manner whatsoever so that the same shall be used for the attraction of the public to any business, commodity, service, industry, product, recreational or cultural activity, profession, performance or similar related concept or endeavor, whether for profit or not for profit, that is sold, offered or conducted for public use or consumption, and displayed in any manner for recognized advertising or publicity purposes.

SIGN, BANNER: A flexible sign, consisting of fabric, plastic, paper or other light pliable material on which copy or graphics may be displayed or overlaid, provided that a banner must be a commercially made, and not a homemade, sign. A banner is one type of temporary sign.

SIGN, BENCH: A business sign that is imprinted on, or affixed to, a bench and having measurements that do not exceed the boundaries of such bench and conforming to such other terms and conditions as are set out in a specific use agreement between the business seeking to install such bench signs and the city of Glenpool, all as provided by subsection N5 of this section.

SIGN, BULLETIN BOARD: A changeable message board used to announce on site activities.

SIGN, BUSINESS: A sign that is designed to direct public attention to a business, commodity, service, recreational activity, or performance, or similar related concepts of activities conducted for public consumption, whether or not for profit, sold, offered or conducted on the premises.

SIGN, CANOPY: A sign wholly supported by a canopy projecting from a building or an extended roof or pitched roof and which does not extend above the mean height level of the roof of the building.

SIGN, CONSTRUCTION: A temporary sign, erected during the period of construction, advertising the construction of improvements on the premises.

SIGN, DIGITAL/LIGHTED: A sign that displays an advertisement or message which is generated electronically and commonly utilizes computerized or electronic digital technology, including, but not limited to, digital display boards, electronic variable message signs, electronic billboards, and light emitting diodes (LED) signs.

SIGN, DIGITAL OUTDOOR ADVERTISING: An outdoor advertising sign that is also a digital sign.

SIGN, FLASHING: Any sign that incorporates in any manner apparent movement achieved by electrical pulsation, the use of intermittent lighting or by other means such as sequential light phasing.

SIGN, GROUND: A sign that is attached to or is a part of a self-supporting structure, other than a building or portion of a building.

SIGN, IDENTIFICATION: A sign that states only the name of a residential development, mobile home park, multi-family development or nonresidential development.

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SIGN, ILLUMINATED: Any sign that is designed to give forth any artificial light or to reflect such light deriving from another source.

SIGN, OFF SITE: A sign displaying information, or advertising or otherwise directing public attention to a business, commodity, service, industry, product, recreational or cultural activity, profession, **performance or similar related concept or endeavor conducted for public use or consumption, whether** for profit or not for profit, that is not located on, or sold, offered or conducted on, the premises where the sign is erected and/or displayed. Premises on which an off site sign may be permitted include city of Glenpool rights of way and private property that is not owned or otherwise occupied or currently utilized by the person, business entity or profession conducting such business, commodity, service, industry, product, recreational or cultural activity, profession, performance or similar related concept or endeavor; provided that consent of the city of Glenpool or the underlying private property owner, respectively, is obtained.

SIGN, ON SITE: A sign displaying information, or advertising or otherwise directing public attention to a business, commodity, service, industry, product, recreational or cultural activity, profession, performance or similar related concept or endeavor conducted for public use or consumption, whether for profit or not for profit, that is located on, or sold, offered or conducted on, the premises where the sign is erected and/or displayed and pertaining only to such business, commodity, service, industry, product, recreational or cultural activity, profession, performance or similar related concept or endeavor located on, or sold, offered or conducted on such premises, whether the sign is erected and/or displayed by the owner, a tenant, agent, invitee or permittee of the owner of such premises.

SIGN, OUTDOOR ADVERTISING: A sign that directs attention to a business, commodity, service, industry, product, recreational or cultural activity, profession, performance, or similar related concept or endeavor conducted for public use or consumption, whether for profit or not for profit, that is sold, offered or conducted either on or off the premises where the sign is erected or displayed.

SIGN, POLE: A freestanding sign that is supported by one or more column(s) or other structural member(s) that is/are permanently attached to the ground or a ground mounted structure and provides a minimum of eight feet (8') of visible, vertical clearance between any part of the sign and finished grade.

SIGN, PORTABLE: A sign that is not permanently affixed to the ground or a building.

SIGN, PROJECTING: A sign that is affixed to a building or wall in such a manner that its leading edge extends horizontally more than twelve inches (12") beyond the surface of such building or wall supporting the sign and is perpendicular to such building or wall.

SIGN, PROMOTIONAL: A temporary on site or off site outdoor advertising sign that may be a banner sign or a feather sign, or other sign approved in accordance with subsection P of this section, provided that no promotional sign may be a snipe sign, and may be a ground sign or may be attached to a permanent structure, that is in all respects regulated by subsection P of this section notwithstanding any

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provisions, limitations, conditions or prohibitions with respect to signage otherwise applicable in any district in the city or set forth in any other subsection of this section.

SIGN, REAL ESTATE: A temporary sign advertising the sale, rental or lease of the premises or related property.

SIGN, ROOF: Any sign that is erected and constructed on and over the roof, extended roof, pitched roof or canopy of a building, supported by the roof structure, and extends vertically above any portion of the roof. Roof signs shall not include signs located on a mansard roof if the sign is mounted vertically and integrated with the roof. For the purpose of this section, architecturally integrated mansard signs and other architecturally integrated signs located below the principal roofline shall be classified as wall signs.

SIGN, SNIPE: A temporary sign that is made of any material, attached to a utility pole, tree, fencepost, stake, stick, mailbox or any similar object, whether in a public right of way or not.

SIGN, TEMPORARY: Any sign that is intended to be used, affixed to a structure or to a building or building surface or installed in the ground for only a limited and designated maximum period of time, including signs that are designed to be mobile and moved from one location to another. Portable signs are temporary signs. Promotional signs are temporary signs. The permissible time for display of temporary signs will be limited by the intended use and as expressly set forth in this section.

SIGN, WALL: A sign that is affixed to a building wall and does not project horizontally more than twelve inches (12") from the wall nor extend above the height of the wall.

SIGN, WINDOW: Any sign that is painted, attached, glued, otherwise affixed to or situated in the proximity of a window for the purpose of being visible from the exterior of the building.

STATIC MESSAGE: An advertisement or message that, when displayed, contains no motion, flashing, changeable copy, running lights, variations in brightness or animation.

STORYBOARDING: The consecutive display of advertisements or messages on a sign used to provide a continuing or evolving message, theme or story.

TRANSITION TIME: The duration or interval of time between which each individual advertisement or message is displayed on any sign which is capable of sequentially displaying more than one advertisement or message on its display surface. (Ord. 665, 9-17-2012; amd. 2013 Code; Ord. 696, 4-6-2015)

D. Permit Requirements:

1. Permit Required:

a. Any new sign not included in subsection F6 of this section, or the installation of a new sign face on, or the rebuilding, enlarging, extending or relocation of, an existing sign requires a sign permit from the city.

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b. In addition, the installation of a new sign face on, or the rebuilding, enlarging, extending or relocation of, an existing sign of which any portion is located in a public right of way shall require a sign permit and a memorandum or other written evidence of agreement with the city for the purpose of documenting, specifying and limiting permitted changes.

2. Application For Permit: The permitted use of a sign by a business, on its own premises, shall not be altered to any other use without first applying for and receiving a permit for such sign use. Applications for sign permits must include:

a. Proof of ownership or written permission of the owner of the lot or tract upon which the proposed sign will be constructed.

b. A site plan drawn to scale of the property showing dimensions illustrating the distance of the proposed sign location from property lines, structures, easements, and driveways. If the sign is to be located on the face of a building, the proposed sign should be drawn to scale on the building.

c. The proposed dimensions (display area and height) of the sign.

d. If the sign is freestanding, either on premises or off premises, the site plan must show all existing signs within one thousand two hundred feet (1,200') (billboard only).

e. The plans are to be submitted in paper form as well as in PDF (portable document format). (Ord. 665, 9-17-2012)

E. Location Requirements:

1. Except as otherwise expressly set forth in subsections N5, O and P of this section pertaining, respectively, to the installation of bench signs, temporary election/political campaign signs and temporary promotional signs, and except for authorized traffic signals, hazard signs, or similar devices, no privately owned sign or portion of a privately owned sign or any of its supporting structure may be located on or within, extend into, encroach upon, or overhang any publicly owned property, or any public street or alley right of way (such as a street, sidewalk, or waterway) or within the right of way of any street or area designated in the "Glenpool Master Street And Highway Plan" as a future street in any district of the city at any time. (See Glenpool comprehensive plan for copy of the master street and highway plan.) (Ord. 696, 4-6-2015)

2. No sign shall be located less than thirty five feet (35') from the intersection of the pavement of two (2) streets or from the intersection of street pavement and a railroad track. The point of intersection shall be measured from the edge of the paving of each street or railroad right of way and may be further restricted by subsection E5 of this section or in other sections of this title.

3. No sign shall be located in such a manner as to obstruct, obscure, or in any manner interfere with any traffic signal light or public warning sign.

4. Signs located in such a manner so as to prevent any motorist, bicyclist, or pedestrian from obtaining a clear view of approaching vehicles for a distance of five hundred feet (500') along a public right of way are prohibited. (Ord. 665, 9-17-2012)

5. Except as otherwise expressly set forth in subsection P of this section pertaining to temporary promotional signs, and subject to review and approval by the city planner as set forth therein, no business or outdoor advertising sign, including wall signs, shall be located within one hundred fifty feet (150') of a residential district, if visible from such district. The one hundred fifty feet (150') shall be measured in a straight line from the nearest point on a sign structure to the nearest point on the property of the residential district. (Ord. 696, 4-6-2015)

6. No business or outdoor advertising sign, including wall signs, using LED or other digital lighted sign shall be located within five hundred feet (500') of a residential district. The five hundred feet (500') shall be measured in a straight line from the nearest point on a sign structure to the nearest point on the property of the residential district. (Ord. 665, 9-17-2012)

7. Except as otherwise expressly set forth in subsection P of this section pertaining to temporary promotional signs, and subject to review and approval by the city planner as set forth therein, no business or outdoor advertising sign shall be located within one hundred fifty feet (150') of a public park. The one hundred fifty feet (150') shall be measured in a straight line from the nearest point on a sign structure to the nearest point on the property of the park. (Ord. 696, 4-6-2015)

8. All lighted signs shall maintain constant light. No flashing or intermittent type of lighted signs are allowed; provided, however, that electronic and/or LED lighted signs may be permitted by the board of adjustment, subject to the procedural and substantive requirements of this title for a special exception. The board of adjustment shall additionally consider the following in its determination:

a. Brightness/light intensity, with the following to be considered reasonable:

(1) Not exceeding an illumination of seventy (70) foot-candles measured at a two foot (2') distance.

(2) An illuminative brightness not exceeding three hundred (300) candelas per square meter (NITs) at any time between one-half (1/2) hour after sunset until one-half (1/2) hour before sunrise or six thousand five hundred (6,500) NITs between one-half (1/2) hour before sunrise until one-half (1/2) hour after sunset.

(3) Notwithstanding the above, such signs should not display an illuminative brightness of such intensity or brilliance that it impairs the vision or endangers the safety and welfare of any pedestrian, cyclist, or person operating a motor vehicle.

b. Flashing or intermittent lighting and a combination of colors such as red and blue such as could be confused with emergency vehicles or traffic control signals or cause a traffic safety hazard shall be prohibited.

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c. Movement or flashing of light and/or images, or the speed of animation, shall be maintained within the following standard.

d. Such signs, that are flashing, intermittent or include the movement or animation of lights and/or images, are required to be equipped with:

(1) A default mechanism that will freeze the sign in one position or static message if a malfunction occurs; and

(2) A mechanism able to adjust the display's illuminative brightness automatically, according to ambient light conditions.

e. Such signs shall not be located:

(1) Within fifty feet (50') of the driving surface of a signalized intersection.

(2) Within twenty feet (20') of the driving surface of a street.

(3) Within two hundred feet (200') of a residential district, other than street, highway or freeway right of way.

(4) Within two thousand four hundred feet (2,400') of another outdoor advertising sign facing the same direction. (Ord. 665, 9-17-2012)

9. Except as otherwise expressly set forth in subsection P of this section pertaining to temporary promotional signs, and subject to review and approval by the city planner as set forth therein, any on site ground sign shall maintain a minimum separation of fifty feet (50') from any other ground sign on the same frontage. (Ord. 696, 4-6-2015)

10. Off premises billboard signs shall not be permitted except along the U.S. Highway 75 frontage, the State Highway 117 frontage, and the State Highway 67 frontage.

11. Any off premises billboard sign shall maintain a minimum separation of one thousand two hundred feet (1,200') from any other off premises billboard ground sign. (Ord. 665, 9-17-2012)

12. Except as otherwise expressly set forth in subsection P of this section pertaining to temporary promotional signs, and subject to review and approval by the city planner as set forth therein, any off site ground sign shall maintain a separation of five hundred feet (500') from any on site ground sign on the same frontage; provided, that the on site ground sign was located first; however, if the off site sign is present prior to the request for an on site sign, the separation between the existing off site sign and the proposed on site sign must be a minimum of fifty feet (50'). (Ord. 696, 4-6-2015)

F. General Use Conditions:

1. For the purpose of display surface area calculation of a ground mounted sign, where a lot abuts more than one public street, that street frontage which is the largest shall be used.

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2. Only one side of a double faced sign shall be included in the computation of display surface area.
3. Roof signs are prohibited in any zoning district. (Ord. 665, 9-17-2012)
4. Balloons or other inflatable devices used for the purpose of advertising or directing attention to any location to which such devices are attached or to which public attention is directed are prohibited in any zoning district. (Ord. 696, 4-6-2015)
5. Vehicles or trailers, whether motorized or not, parked upon public or private property within the city for the obvious purpose of advertising shall be prohibited in any zoning district; provided, that a commercial vehicle may be identified only by business name, type of business, business address, business telephone number, and contractor's state/county/city license number, when required, except for use during special events as allowed by special permit.
6. The following signs shall not be included in the regulated computation of display surface area:
 - a. Nameplates attached to the face of the wall and not exceeding two (2) square feet in surface area;
 - b. Temporary real estate and construction signs, subject to temporary limitations defined in subsections L2d and L2e of this section;
 - c. Signs that are not visible from a public street;
 - d. Signs painted on glass surfaces of windows or doors and pertaining to the business conducted therein when the display surface area of the sign does not cover more than twenty five percent (25%) of the window or door;
 - e. Tablets built into the wall of a building or other structure and used for inscriptions or as memorial tablets or for similar purposes;
 - f. Signs of warning, directive, or instructional nature erected by a public agency, franchised transportation or utility company or governmental agency;
 - g. Legal notices and street numbers;
 - h. Use conditions for election and political campaign signs are governed by subsection O of this section;
 - i. Signs located within buildings, unless the sign is mounted in the window or standing inside the building within one foot (1') of a window, having a display surface area covering no more than twenty five percent (25%) of the window;
 - j. Signs not exceeding three (3) square feet of display surface area of a warning directive or instructional nature, including entrance, exit, and restrooms; and
 - k. Signs attached as labels of a commodity for sale.

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7. a. Every ground sign must be constructed and braced to withstand a horizontal wind pressure of not less than twenty (20) pounds for every square foot of surface exposed, and shall be supported and anchored in a manner approved by the building official.

b. The building code recognized by the city shall be the engineering reference for computing supports and stress numbers of any sign structure.

8. No exterior sign visible to the public in the city shall be vulgar, obscene or otherwise offensive to prevailing community standards.

G. Prohibited Signs: The following signs are expressly prohibited in all districts within the city:

1. Any sign constructed after the effective date hereof without a sign permit approved by the city, except those signs expressly identified as signs authorized without a sign permit.

2. Signs located in such a manner to obstruct or otherwise interfere with an official traffic sign, signal or device, or obstruct or interfere with a driver's view of approaching, merging or intersecting traffic.

3. Signs which simulate or imitate the size, lettering, illumination, or design of any traffic control device in such a manner as to interfere with, mislead, or confuse the public. (Ord. 665, 9-17-2012)

4. Except as otherwise expressly set forth in subsections N5, O and P of this section pertaining, respectively, to the installation of bench signs, temporary election/political campaign signs and temporary promotional signs, and except for authorized traffic signals, hazard signs, or similar devices, no privately owned sign or portion of a privately owned sign or any of its supporting structure may be located on or within, extend into, encroach upon, or overhang any publicly owned property, or any public street or alley right of way (such as a street, sidewalk, or waterway) or within the right of way of any street or area designated in the "Glenpool Master Street And Highway Plan" as a future street in any district of the city at any time. (See Glenpool comprehensive plan for copy of the master street and highway plan.) Nor shall any sign, except as set forth in subsections N5, O and P of this section, be painted, pasted, posted, printed or nailed to or on any curb, sidewalk, tree, light standard, utility pole, hydrant or bridge, or in any manner displayed within the public property or public right of way lines of any street, avenue or alley except officially designated street numbers, legal notices, identification, informational or directional signs erected by a government agency and in compliance with such agency's regulations. (Ord. 696, 4-6-2015)

5. Signs which blink, flash, or are animated by lighting in such a way as to have the appearance of traffic safety signs and/or lights, or municipal vehicle warnings from a distance.

6. Any sign attached to or placed on a vehicle or trailer parked on public or private property in a position visible to traffic on a public road, waterway, or parking area for a period longer than six (6) days in a sixty (60) day period, except for signs meeting the following conditions:

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- a. The primary purpose of such vehicle or trailer is not the display of signs.
- b. The signs are magnetic, decals, or painted upon and are an integral part of the vehicle or equipment as originally designed by the manufacturer, and do not break the silhouette of the vehicle.
- c. The vehicle is in operating condition, currently registered and licensed to operate on public streets when applicable, and actively used or available for use in the daily function of the business to which signs relate.

7. Revolving signs. (Ord. 665, 9-17-2012)

8. No sign shall be attached to or otherwise interfere with any fence, utility pole, light standard, street sign pole, tree, or utility box or any other public facility located within the public right of way.
9. No sign shall be constructed so as to obstruct any fire escape, required exit, window, or door opening intended as a means of ingress or egress, nor shall any sign be placed in such a manner as to interfere with any opening required for ventilation, whether on public or private property.
10. No sign shall be constructed or displayed that is deemed to be hazardous, a danger, a traffic hazard, causes a potential impediment to rescue personnel in the event of an emergency or which constitutes a public nuisance. No sign shall be erected or constructed in any district within the city that states, "stop", "go", "slow", "danger" or any other similar term in a manner that could reasonably be confused with traffic signs. Furthermore, no sign shall be erected or constructed in any district which would tend to be confused with or obstruct sight of traffic signs or traffic signals by motorists or pedestrians, or which would otherwise constitute a hazard to the safe and efficient operation of vehicles, or would create a condition which might endanger the safety of any person. (Ord. 696, 4-6-2015)

H. Nonconforming Signs: Any sign legally existing at the effective date hereof that does not conform in use, location, height, or size with the regulations of the zone in which the sign is located shall be considered a legal nonconforming use or structure and shall be permitted to continue in such status only until such time as the sign is abandoned, removed, relocated or replaced, subject to the following restrictions:

1. The structure of the sign may not be altered in any way except toward compliance with this section. Structural alterations which are necessary for the maintenance, repair or restoration of the nonconforming sign are permissible, provided said alterations do not increase the size, height, or degree of nonconformity, or exceed fifty percent (50%) of the replacement value of the sign.
2. The legal nonconforming sign may not be replaced except with a sign conforming to the requirements of this section.
3. The legal nonconforming sign is subject to all requirements of this section regarding safety, maintenance and repair. If, however, the sign suffers damage or deterioration in excess of fifty percent (50%) of its replacement value, it must be brought into compliance with this section or removed within thirty (30) days of notification by the city.

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4. The changing of sign copy, business name, lettering, sign faces, colors, display, graphic matter, and/or the content of any sign copy shall not be deemed an alteration or replacement.

I. Maintenance Of Signs: All signs and sign structures shall be properly maintained in good condition and repair. Should any sign become structurally unsafe or a safety hazard, the owner, upon notification by the city, shall be required to return the sign to a safe condition or remove the sign.

J. Removal Of Obsolete, Nonmaintained Or Abandoned Signs: All signs, including those painted on a building, which no longer serve the purpose for which they were intended, are not maintained, have been determined to present a hazard, or have otherwise been abandoned, shall be removed or restored by the business or property owner within thirty (30) days following notice by the city. (Ord. 665, 9-17-2012)

K. AGRICULTURE DISTRICT USE CONDITIONS:

1. Principal Use Signs: Signs as principal uses are subject to the following conditions:

a. Off site and outdoor advertising on a lot abutting designated state or federal highways must conform to all applicable state and federal regulations;

b. The maximum display surface area for ground signs and outdoor advertising on a lot abutting U.S. Highway 75, State Highway 117, State Highway 67, or frontage roads thereof shall be limited to an aggregate of one and one-half (1.5) square feet of display area per each linear foot of street frontage; provided, that no single sign shall exceed three hundred (300) square feet;

c. The maximum display surface area of ground signs and outdoor advertising on a lot not abutting U.S. Highway 75, State Highway 117, State Highway 67, or a frontage road thereof, shall be limited to one square foot of display area per linear foot of street frontage; provided, that no single sign shall exceed one hundred sixty (160) square feet; and

d. A ground sign shall not exceed thirty feet (30') in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in subsection E2 of this section, the sign is set back one foot (1') for each one foot (1') of height exceeding thirty feet (30'), provided the sign shall not exceed fifty feet (50') in height regardless of the setback. Further provided, that on a lot abutting U.S. Highway 75, or a frontage road thereof, a sign may not exceed fifty feet (50') in height regardless of the setback from the right of way. On a lot abutting State Highway 117 or State Highway 67, or a frontage road thereof, a sign may not exceed thirty feet (30') in height regardless of setback. (Ord. 696, 4-6-2015)

2. Accessory Use Signs: Signs as accessory uses are subject to the following conditions:

a. One bulletin board sign may be erected on each street frontage of an educational, religious, institutional, or similar use which requires announcements of its activities. The bulletin board shall not exceed twelve (12) square feet in area nor eight feet (8') in height, and illumination, if any, shall be by constant light;

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- b. One identification sign may be erected on each arterial street frontage of a permitted nonresidential use. The sign shall not exceed thirty two (32) square feet in surface area nor eight feet (8') in height, and illumination, if any, shall be by constant light;
- c. One identification sign may be erected on each nonarterial street frontage of a permitted nonresidential use. The sign shall not exceed sixteen (16) square feet in surface area nor eight feet (8') in height, and illumination, if any, shall be by constant light;
- d. A real estate sign advertising the sale, rental, or lease of the premises may be erected on each arterial street frontage of the premises. The sign shall not exceed thirty two (32) square feet in surface area nor eight feet (8') in height, and illumination, if any, shall be by constant light; and
- e. A real estate sign advertising the sale, rental, or lease of the premises may be erected on each nonarterial street frontage of the premises. The sign shall not exceed sixteen (16) square feet in surface area nor eight feet (8') in height, and illumination, if any, shall be by constant light.
- f. Signs are permitted on private site light poles with a permit if included as part of an entire site sign package.
- g. Signs will not be allowed on state or federal highway rights of way (U.S. Highway 75, State Highway 117, State Highway 67) or access roads.
- h. Signs are not allowed on fences, utility poles, trees, rocks, etc. (Ord. 665, 9-17-2012)
- i. On site and off site temporary promotional signs may be permitted in agricultural districts subject to the provisions of subsection P of this section, provided that a sign permit is obtained subject to review and approval by the city planner as set forth therein. (Ord. 696, 4-6-2015)

L. RESIDENTIAL DISTRICT USE CONDITIONS:

- 1. Principal Use Signs: Signs as principal uses are not allowed in residential districts.
- 2. Accessory Use Signs: Signs as accessory uses are subject to the following conditions:
 - a. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use which requires announcements of its activities. The bulletin board shall not exceed twelve (12) square feet in area nor eight feet (8') in height, and illumination, if any, shall be by constant light;
 - b. One identification sign may be erected on each arterial street frontage of a permitted use exception. The sign shall not exceed thirty two (32) square feet in surface area nor eight feet (8') in height, and illumination, if any, shall be by constant light;
 - c. One identification sign may be erected on each nonarterial street frontage of a permitted use exception. The sign shall not exceed sixteen (16) square feet in surface area nor eight feet (8') in height, and illumination, if any, shall be by constant light;

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d. During the period of development construction, a temporary sign advertising the construction and sale of improvements on the premises may be erected on each perimeter street frontage of the development. The sign shall not exceed one-half (1/2) square foot per each linear foot of arterial street frontage. Such temporary construction sign shall not exceed thirty two (32) square feet in surface area nor eight feet (8') in height, and illumination, if any, shall be by constant light. All such signs must be removed prior to building permits being issued on more than seventy five percent (75%) of the lots in the subdivision;

e. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed eight (8) square feet in surface area nor five feet (5') in height, and illumination, if any, shall be by constant light in an RM or RD district. In an RS or RE district, the sign shall not exceed two (2) square feet in surface area nor more than four feet (4') in height and shall not be illuminated in any way. (Ord. 665, 9-17-2012)

f. **OFF SITE TEMPORARY RESIDENTIAL SUBDIVISION BANNER SIGN:**

- (1) A sign permit is required.
- (2) The sign is allowed at the entrance into residential subdivision only.
- (3) The sign must be secured inside of PVC pipe or metal frame.
- (4) The sign must be stretched tightly inside the frame.
- (5) The sign height shall be four feet (4') maximum.
- (6) The maximum display area shall be thirty two (32) square feet.
- (7) A site plan must be submitted with the sign permit showing the proposed location of the sign.
- (8) A permit fee is required.
- (9) The time frame is thirty (30) days, renewable.
- (10) Signs will be allowed on private property and city rights of way.
- (11) Signs will not be allowed on state or federal highway rights of way (U.S. Highway 75, State Highway 117, State Highway 67) or access roads.
- (12) A fine of twenty five dollars (\$25.00) per day, per sign shall be imposed if the sign is not removed or if the permit is not renewed in thirty (30) days. (Ord. 665, 9-17-2012; amd. 2013 Code)

g. **OFF SITE TEMPORARY DIRECTIONAL SIGNS (REAL ESTATE "OPEN HOUSE"):**

- (1) A sign permit application and fee is required:

(A) Annual permits: Fifty dollars (\$50.00).

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(B) Semiannual permits: Twenty five dollars (\$25.00).

(2) Permittee may have a total of five (5) signs per permit at any one time per "open house", including a combination of "entrance signs" and "directional signs", as defined in this subsection.

(3) All signs under this permit are required to have the name and phone number of the licensed real estate agent or applicant (if for sale by owner) who filed for the sign permit permanently affixed to each sign.

(4) Types of signs allowed for "open house" advertising with this permit include:

(A) Entrance Signs: Up to the maximum number of five (5) signs (including directional signs) are allowed at the entrance of a subdivision in order to advertise the "open house" inside that subdivision. The maximum display area per sign is four (4) square feet per side. The hours the signs may be posted are four o'clock (4:00) P.M. Thursday until eight o'clock (8:00) P.M. the immediately following Sunday. A fine of fifty dollars (\$50.00) per sign, per day shall be imposed if the "entrance signs" are not removed by eight o'clock (8:00) A.M. Monday morning.

(B) Directional Signs: Up to the maximum number of five (5) signs (including entrance signs), are allowed in the interior of a subdivision in order to direct the public to an "open house" for sale. The maximum display area per sign is four (4) square feet per side. These signs are allowed to remain for the duration of the listing agreement for the "open house" property. Directional signs may be allowed on private property with the permission of the property owner, in compliance with the subdivision's covenants, conditions and restrictions and with permission of the subdivision's homeowners' association, if required. Signs may also be allowed on city rights of way but shall not impede or negatively affect the line of sight of drivers on public rights of way.

(5) No paper, cardboard or homemade signs are allowed.

(6) Signs will not be allowed on state or federal highway rights of way (U.S. Highway 75, State Highway 117, State Highway 67) or access roads. (Ord. 692, 12-15-2014)

h. GARAGE SALE SIGNS (R ZONED DISTRICTS ONLY):

(1) A garage sale sign permit application is required for all garage sale signs inside the city limits.

(2) A permit fee is required.

(3) Signs are limited to three (3) and shall be supplied by the city.

(4) No paper, cardboard or homemade signs are allowed.

(5) Each sign will contain the address, permit number and dates of sale.

(6) The hours the signs may be posted are four o'clock (4:00) P.M. Thursday until eight o'clock (8:00) P.M. the immediately following Sunday.

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(7) A map showing the proposed locations of signs must be part of the permit application submitted.

(8) There is a limit of four (4) garage sale sign permits allowed per year, per address/owner.

(9) Signs will be allowed on private property and city rights of way.

(10) Signs will not be allowed on state or federal highway rights of way (U.S. Highway 75, State Highway 117, State Highway 67) or access roads.

(11) A fine of ten dollars (\$10.00) per sign, per day shall be imposed if the signs are not removed by Sunday evening. (Ord. 665, 9-17-2012; amd. 2013 Code)

i. On site and off site temporary promotional signs may be permitted in residential districts subject to the provisions of subsection P of this section, provided that a sign permit is obtained subject to review and approval by the city planner as set forth therein. (Ord. 696, 4-6-2015)

M. OFFICE DISTRICT USE CONDITIONS:

1. Principal Use Signs: Signs as principal uses are not allowed in office districts.

2. Accessory Use Signs: Signs as accessory uses are subject to the following conditions:

a. In the OL and OM districts, one business sign not exceeding thirty two (32) square feet of surface area may be erected on each street frontage of a lot. Ground signs shall not exceed the height of the building in which the principal use is located or fifteen feet (15'), whichever is lower. No accessory use sign shall be located within one hundred fifty feet (150') of a residential district. Illumination, if any, shall be by constant light.

b. Wall signs shall not exceed an aggregate display surface area of one square foot per linear foot of the building wall to which the sign or signs are affixed. The size of a wall sign located on a multi-tenant building will be determined by the linear feet of street frontage of any individual business. (Ord. 665, 9-17-2012)

c. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be erected on each arterial street frontage of the development. The sign shall not exceed one-half (1/2) square foot per each linear foot of arterial street frontage. Such temporary construction sign shall never exceed thirty two (32) square feet of surface area nor more than fifteen feet (15') in height, and illumination, if any, shall be by constant light. All such signs must be removed upon completion of construction or revocation of the building permit; except, if the temporary sign is for a subdivision under construction, then the sign must be removed prior to building permits being issued on more than seventy five percent (75%) of the lots in the subdivision.

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d. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed thirty two (32) square feet in surface area nor more than fifteen feet (15') in height, and illumination, if any, shall be by constant light.

e. **ON SITE PERMANENT ADVERTISING BANNERS:**

- (1) A sign permit is required.
 - (2) The sign must be secured inside of PVC pipe or metal frame.
 - (3) The sign must be stretched tightly inside the frame.
 - (4) The sign display area equals thirty two (32) square feet maximum.
 - (5) The maximum height of the frame equals four feet (4').
 - (6) One sign is allowed per lot frontage on a public street.
 - (7) No homemade signs are allowed.
 - (8) Signs will not be allowed on city rights of way, state or federal highway rights of way (U.S. Highway 75, State Highway 117, State Highway 67) or access roads.
 - (9) A map showing the proposed location of the sign must be submitted with the sign permit application.
 - (10) Can be included in the site signage package; can be changed out with each new advertising item without a new sign permit. If included in the permanent project signage package, the four foot (4') maximum height does not apply.
 - (11) A permit fee is required. (Ord. 665, 9-17-2012; amd. 2013 Code)
- f. On site and off site temporary promotional signs may be permitted in office districts subject to the provisions of subsection P of this section, provided that a sign permit is obtained subject to review and approval by the city planner as set forth therein.

N. COMMERCIAL AND INDUSTRIAL DISTRICT USE CONDITIONS:

1. Height Requirements: A ground sign shall not exceed thirty feet (30') in height, measured from the mean curb level of the lot or tract upon which it is erected, unless, in addition to the minimum intersection setback prescribed in subsection E2 of this section, the sign is set back one foot (1') for each foot of sign height exceeding thirty feet (30'); provided, that on a lot or tract abutting U.S. Highway 75 or a frontage road thereof, a sign may be fifty feet (50') in height regardless of the setback from the right of way. However, no sign shall exceed fifty feet (50') in height regardless of setback.

2. Display Surface Area Requirements:

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a. The maximum display surface area of ground signs in a commercial or industrial lot abutting U.S. Highway 75, State Highway 117, State Highway 67, or a frontage road on either thereof, shall be limited to an aggregate of one and one-half (1.5) square feet of display area per each linear foot of street frontage; provided, that no single sign shall exceed three hundred (300) square feet of display area.

b. The maximum display surface area of ground signs in a commercial or industrial district not abutting U.S. Highway 75, State Highway 117, State Highway 67, or a frontage road on either thereof shall be limited to an aggregate of one square foot of display area per each linear foot of street frontage; provided, that no single sign shall exceed one hundred eighty (180) square feet. (Ord. 696, 4-6-2015)

c. Wall signs shall not exceed an aggregate display surface area of one and one-half (1.5) square feet per linear foot of the building wall to which the sign or signs are affixed. The size of a wall sign located on a multi-tenant building will be determined by the linear feet of street frontage of any individual store or business with a maximum size of three hundred (300) square feet.

d. Window signs are limited to an area of twenty five percent (25%) of a window area or door with a maximum of twenty five (25) square feet. (Ord. 665, 9-17-2012)

3. **ON SITE AND OFF SITE TEMPORARY PROMOTIONAL SIGNS:** On site and off site temporary promotional signs may be permitted in commercial and industrial districts subject to the provisions of subsection P of this section, provided that a sign permit is obtained subject to review and approval by the city planner as set forth therein. (Ord. 696, 4-6-2015)

4. **ON SITE PERMANENT ADVERTISING BANNERS:**

a. A sign permit is required.

b. The sign must be secured inside of PVC pipe or metal frame.

c. The sign must be stretched tightly inside the frame.

d. The sign display area equals thirty two (32) square feet maximum.

e. The maximum height of the frame equals four feet (4').

f. One sign is allowed per lot frontage on a public street.

g. No homemade signs are allowed.

h. Signs will not be allowed on city rights of way, state or federal highway rights of way (U.S. Highway 75, State Highway 117, State Highway 67) or access roads.

i. A map showing the proposed location of the sign must be submitted with the sign permit.

j. Can be included in the site signage package; can be changed out with each new advertising item without a new sign permit. If included in the permanent project signage package, the four foot (4') sign maximum height does not apply. (Ord. 665, 9-17-2012; amd. 2013 Code)

5. **OFF SITE BENCH SIGNS:**

a. The installation of bench signs in the city is a type of use which, because of the location of the use potentially on city owned street rights of way and the extent to which they may otherwise proliferate in the area in which they are located will require an application for issuance of a permit in the form of a specific use agreement, as provided in more detail below.

b. Bench signs may be installed upon the issuance of a permit, in the form of a specific use agreement with the business or other entity applying to install such signs, on city street rights of way or private property, so long as consent of the underlying private property owner is obtained in either case. The permitted installation shall be subject to the terms and conditions of such specific use agreement which may be granted by the city council upon preliminary receipt of recommendations of the planning commission and upon duly noticed and heard action of the city council in regular or special session to approve the request, deny the request or approve the request with additional conditions.

c. A specific use permit application authorized by this subsection N5 shall be submitted to the department of community development for referral to the planning commission.

d. A specific use agreement for bench signs must contain, at a minimum, the following specific requirements and standards for approval by the city council:

- (1) Size and dimensions of permitted benches; picture of the sign, standard size in inch/dimensions;
- (2) Sign display surface area; maximum size allowed;
- (3) Street setback; shall not impede or negatively affect the line of sight of drivers on public rights of way;
- (4) Separation from other defined uses and buildings;
- (5) Maintenance;
- (6) Maximum number of signs allowed;
- (7) Minimum insurance requirements; and
- (8) Such other terms and conditions as the planning commission and/or the city council may deem necessary and appropriate.

O. **ELECTION/POLITICAL CAMPAIGN SIGNS USE CONDITIONS:** Election and political campaign signs may be erected no more than forty five (45) days prior to an election. No such sign shall be permitted to remain more than seven (7) days following said election. Said signs may be erected on city street rights of way or private property. The display surface area of any political campaign sign shall not exceed sixteen (16) square feet in surface area. Political campaign signs located in the public right of way may not exceed six (6) square feet of surface area regardless of zoning district. Only one side of a double faced sign shall be computed in the computation of display area. (Ord. 665, 9-17-2012)

P. TEMPORARY PROMOTIONAL SIGNS:

1. Temporary promotional signs shall be permitted, in any district in the city, only as provided in this subsection.
2. A site plan must be submitted with the sign permit application showing the proposed number, construction material, surface and structural dimensions, color, type of illumination, if any, and proof of ownership or written permission of the owner of any lot upon which a proposed sign is to be constructed or installed. A map showing the proposed location of each proposed promotional sign, and the orientation of all proposed promotional signs, including the spacing from other structures on the same lot as the proposed promotional sign and on the nearest adjacent lot must be submitted with the sign permit application.
3. A permit fee of fifty dollars (\$50.00) shall be required for all promotional sign applications if the sign(s) permitted thereby is/are to be displayed for up to thirty (30) days; a permit fee of one hundred dollars (\$100.00) shall be required for all promotional sign applications if the sign(s) permitted thereby is/are to be displayed for up to sixty (60) days; and a permit fee of one hundred fifty dollars (\$150.00) shall be required for all promotional sign applications if the sign(s) permitted thereby is/are to be displayed for up to ninety (90) days.
4. The sign permit application, including site plan, will be submitted to the department of community development for review and approval, denial or modification by the city planner. The city planner will consult with the applicant and other appropriate city officers as he deems helpful or necessary during the review process. The city planner shall render his decision on the promotional sign application by no later than one full week (7 days) after its submission. An applicant whose site permit application is denied or modified has the option of appealing the decision of the city planner to the board of adjustment within fifteen (15) days or by no later than five (5) days before the date of the next regularly scheduled board of adjustment meeting, whichever is later. Except as otherwise provided by law for appeals to the Tulsa County district court, the decision of the board of adjustment shall be final.
5. The term (number of days) of permissible display of any promotional sign shall be determined by the city planner as part of the application review process. Factors to be considered shall include:
 - a. A reasonable or necessary time period during which the sign may be displayed prior to the event which it advertises;
 - b. The duration of the event which it advertises;
 - c. The nature of the event which it advertises, such as, without limitation, whether it is a commercial or charitable event;
 - d. Maximum number of days after the event by which the permittee shall have all promotional signs removed and properly disposed. (In no case shall this be longer than 72 hours/3 days);

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e. In no case shall any promotional sign permit be valid for more than a maximum of ninety (90) days, at which time the permittee may apply for a new permit under the same terms and conditions as the original application.

6. Notwithstanding any other penalty provisions of this section, any permittee failing to remove and properly dispose of all permitted signs by no later than three (3) days following the conclusion of the business, commodity, service, industry, product, recreational or cultural activity, profession, performance or similar related concept or endeavor for which the signs are permitted shall, upon conviction, be guilty of a misdemeanor punishable by fine of one hundred dollars (\$100.00) per violation. Each sign, and each day any sign is in violation of this subsection, shall constitute a separate offense.

7. Promotional signs will be allowed on private property and city rights of way, provided that the consent of the private property owner or the city, respectively, is obtained. Proof of ownership or written permission of the owner of any lot upon which a proposed sign is to be constructed or installed must be submitted with the site plan and application.

8. No paper, cardboard or homemade promotional signs, and no snipe signs, are permitted by this subsection.

9. Promotional signs will not be allowed on state or federal highway rights of way (U.S. Highway 75, State Highway 117, and State Highway 67) or their respective access roads.

10. Neither the maximum height nor the maximum display area of a promotional sign shall exceed the height or display area of any ground sign or outdoor advertising sign permitted in the district where the proposed promotional sign is to be erected and displayed.

11. Any promotional advertising sign attached to fencing surrounding the sporting grounds at any public park may be of no larger dimensions than those of the fence to which it is attached and must be positioned so as to face inwardly toward users of the fenced in sporting grounds unless otherwise allowed due to the unique nature of a particular event and subject to approval of the site plan by the city planner.

12. On site inflatable devices may be used for the purpose of advertising in any zoning district subject to site plan review and approval. No off site inflatable devices are permitted and no inflatable device may be installed on the roof of any building.

13. Promotional signs shall not be permitted on the roof of any building.

14. No promotional sign shall contain more than two (2) sides and only one side shall be included in the computation of display surface area. The two (2) sides shall face in opposite directions. "Opposite" shall, in addition to its ordinary meaning, include V-shaped signs when the angle of separation of the display surfaces does not exceed thirty degrees (30°).

15. Temporary promotional signs shall be oriented primarily to be visible from the adjacent roadway.

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16. No promotional sign shall include:

- a. Illuminated digital signage.
- b. Flashing, blinking or scrolling signage.
- c. Signage that is illuminated from within.
- d. Signage that includes illumination from an external source that is either a flashing light of any intensity or a constant spotlight or focused beam of light in excess of seventy (70) foot-candles measured at a two foot (2') distance.
- e. Illuminated signage as to which the illumination extends beyond the surface of the sign in such a manner as to shine or reflect upon street surface, vehicle, residence or business.

17. PROMOTIONAL SIGNS THAT INCLUDE ANIMATION, REVOLVING OR ROTATING COMPONENTS OR ANY OTHER KIND OF MECHANICAL MOVEMENT SHALL BE PERMITTED IN THE SOLE DISCRETION OF THE CITY PLANNER, SUBJECT TO THE FOLLOWING LIMITATIONS:

a. No such sign shall be located within fifty feet (50') of the driving surface of a signalized intersection. The fifty feet (50') shall be measured in a straight line from the nearest point on a sign structure to the nearest point of the signalized intersection.

b. No such sign shall be located within twenty feet (20') of the driving surface of a street. The twenty feet (20') shall be measured in a straight line from the nearest point on a sign structure to the nearest point of the street curb, or edge of the traveled roadway marked or understood as such.

c. No such sign shall be visible from a residential district except to the extent that it is visible when placed within fifty feet (50') of the business, commodity, service, industry, product, recreational or cultural activity, profession, performance or similar related concept or endeavor for which the sign is installed and displayed.

18. No promotional sign shall be permitted to be located upon or constructed within a required parking space or loading berth, nor to otherwise obstruct vehicular or pedestrian access or circulation, or pose any other hazard to motor vehicle traffic exiting, entering or traveling within the site on which the sign is located.

19. Every promotional sign shall be maintained in good structural condition at all times including, as applicable, painted surfaces, metal parts and such repairs or alterations as necessary to prevent dilapidation or unsightly damage.

20. All promotional signs that are ground signs shall be securely built, constructed and erected upon foundations, posts, standards, or supports designed adequately to support the sign. In no case shall "A-frame" signs be permitted.

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21. Promotional signage of any description serving the purpose of advertising or otherwise directing public attention to any business, commodity, service, industry, product, recreational or cultural activity, profession, performance or similar related concept or endeavor, whether for profit or not for profit, may, in the discretion of the city planner, be limited to such events as take place within or otherwise benefit the city of Glenpool.

22. Any reference in this section to the city planner shall include any successor to, or designee of, the city planner as may be applicable.

Q. Penalty: Any signs installed in violation of this section shall be subject to the penalties outlined in section 11-3-6 of this title. Nothing herein contained shall prevent the city or its authorized officials from taking other action, authorized by law, to remedy violations. (Ord. 696, 4-6-2015)

THE ZONING CODE

OF

THE CITY OF JENKS

Prepared

By the

Jenks Planning Department
Robert Bell, Planning Director

Zoning Code Review Committee
City Councilman Lonnie Sims
City Councilman Alan Obert
City Councilman Kevin Rowland Planning
Commissioner Chairman Scott West Planning
Commissioner Vice Chairman Carol Minden Planning
Commissioner Chuck Strohm

Effective Date

December 6, 2010
Updated March 23, 2012

Uses providing spectator seating such as stadiums, arenas, and rodeo grounds	1 per 3 seats	1 per 5,000-25,000 sq. ft. plus 1 per each additional 25,000 sq. ft. of floor area
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	<u>Parking Spaces</u>	<u>Loading Berths</u>
Other uses	1 per 600 sq. ft. of site area	1 per 5,000-25,000 sq. ft. plus 1 per each additional 25,000 sq. ft. of floor area

SECTION 1021 USE UNIT 21 BUSINESS SIGNS, OUTDOOR ADVERTISING, AND BILLBOARDS

1021.1 Description

Business signs and outdoor advertising signs defined.

- a. A sign - Any fabricated display structure including its support, consisting of any letter, figure, character, flag, tinsel, balloon, streamer, mark, poster, pointer, marquee, advertisement, picture, stripe, trademark, reading matter, or illuminating device, constructed, attached, erected, fastened or manufactured in any manner whatsoever so that the same shall be used for the attraction of the public to any place, subject, person, firm, corporation, public performance, article, machine or merchandise and displayed in any manner for recognized advertising purposes.
- b. Outdoor Advertising (Billboard) Sign. A large, permanent sign that directs attention to a business, commodity, service or entertainment conducted, sold, or offered elsewhere than on the premises and only incidentally on the premises, if at all and generally at a size of 14' x 48' and located along a United States, State, or Turnpike Highway.
- c. Portable sign. A sign which is not permanently attached to the ground, another sign, a structure, a trailer, or any part of a vehicle, except for signs painted or inscribed on a self propelled vehicle, and intended only to be displayed for a short period of time. Portable sign definition includes banners. See 1021.4 (t).
- d. Business Sign. A sign which directs attention to a business, commodity, service, or entertainment conducted on the premises.
- e. Canopy Sign. A sign wholly supported by a canopy projecting from a building or an extended roof or pitched roof and which does not extend above the mean height level of the roof of the building.
- f. Construction Sign. A temporary sign erected during the period of construction advertising the construction of improvements on the property.

- g. Ground Sign. A sign which is attached to or is a part of a self supporting structure other than a building or portion of a building.
- h. Projecting Sign. A sign affixed to a building and which extends horizontally more than 12" from the sign supporting portion of the building.
- i. Real estate sign. A temporary sign advertising the sale, rental or lease of the premises.
- j. Roof Sign. A sign which is affixed to a roof, pitched roof or canopy and which extends above the mean height level of the roof.
- k. Wall Sign. A sign affixed to a building wall which does not project horizontally more than 12" from the wall nor extend above the height of the wall.
- l. A-Frame Sign. A sign consisting of two sheets of wood or plastic material a maximum of 24" (inches) wide, no more than 2" (inches) thick, and no taller than 3' (feet) in height which are attached in such a way so as to create a triangular display on two sides and which sign is to be taken indoors after dusk daily.

1021.2 Included Uses

Business signs, Billboard signs, outdoor advertising signs.

1021.3 Appearance Review Districts.

- a. No business or outdoor advertising sign shall be located within a designated Appearance Review District unless approved through the established Appearance Review Process as outlined in Chapter 16 of the Jenks Zoning Code.

1021.4 General Use Conditions

- a. No business sign shall be located within 40 feet of an R district if visible from such district.
- b. Any ground sign shall maintain a minimum separation of 40 feet from any other ground sign except side by side ground signs located on a common line perpendicular to the nearest street need to a maintain a 40 feet separation.
- c. Only one side of a double-faced sign shall be included in the computation of display surface area.
- d. The following shall not be included in the computation of display surface area in calculating Zoning District compliance; however these signs may require specific criteria as specified in the Jenks City Code Chapter 4:

1. Nameplates, attached to the face of the wall and not exceeding two (2) square feet in surface area.
2. Signs painted on glass surfaces of windows or doors pertaining to the business conducted therein, provided that Chapter 16 Section 1640.4 applies to signs painted on glass surfaces of windows or doors pertaining to the business conducted therein.
3. Tablets built into the wall of a building or other structure and used for inscriptions or as memorial tablets or for similar purposes and not exceeding two (2) square feet.
4. Signs of warning, directive, or instructional nature erected by a public agency, franchised transportation company, or governmental agency.
5. Legal notices and street numbers in accordance with the Jenks City Code.
6. Election campaign signs, defined as a sign that makes known the name or information concerning a political campaign or election issue of any nature. Campaign signs may be erected on private property provided that the consent of the property owner is obtained and that the signs do not exceed 9 square feet in size, nor exceed an aggregate display area for all political signs of 45 square feet, political signs shall not be placed more than 30 days prior to an election (Portable Sign/Banner Requirements Section 1021.4.s establish time considerations, fees excluded) and shall be removed within 48 hours following an election. Location of campaign signs are not allowed in public right of way.
 - A. The Chief Building Official of the City of Jenks may conclude that the placement of any election campaign sign constitutes a traffic hazard or endangers the health, safety, and general welfare of the citizens of the city. The Chief Building Official is granted the authority to require any such sign to be removed.
 - B. Failure to remove an election campaign sign within the time periods identified or failure to remove after being ordered to remove for health, safety, and general welfare purposes, shall constitute a violation of the Zoning Code subject to enforcement as prescribed in Chapter 14 of this Code.
 - C. The allowance of such signs prior to an election is in addition to the display of other permitted election and political messages on existing permanent signs. Political message substitution for elections is allowed for existing reader boards or digital LED signage in compliance with display requirements as specified by Section 1021 of the Zoning Code.
7. Signs located within a building.

8. Signs not exceeding three (3) square feet of display surface area of a warnings, directive, or instructional nature, including entrance, exit, and restroom signs.
 9. Signs which are attached labels of a commodity offered for sale and not exceeding four (4) square feet.
 10. Garage sale signs for a period of seventy-two (72) hours, provided in compliance with Chapter 4 of Jenks City Code.
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- e. In computing permitted display surface area, the lineal footage of an abutting non-arterial street shall not be combined with the lineal footage of any abutting arterial street which is included in the computation of permitted display surface area.
 - f. Ground signs shall be set back from the centerline of an abutting street $\frac{1}{2}$ the right-of-way width designated on the major street plan or $\frac{1}{2}$ of the dedicated right-of-way, whichever is greater; or 25 feet if the street is not designated on the major street plan.
 - g. Setback: No sign shall be erected, maintained or overhang into any street, easement, required parking stall, right of way, or any area designated in the Jenks Plan as a future street right of way except as an integral part of an approved awning, unless approval of the Jenks City Council has been obtained and a written agreement is entered into by the City of Jenks providing for removal of such sign upon notice at the sole expense of the property owner.
 - h. Appearance Review District. No sign shall be erected within an Appearance Review District unless and until approval by the Appearance Review Committee and Planning Commission is received.
 - i. Traffic Signal Clearance. No sign shall be located in such a way as to obstruct or obscure or in any manner interfere with any traffic signal light or public warning sign.
 - j. Obstruction of View Signs. When located in such a manner so as to prevent any motorist from obtaining a clear view of approaching vehicles for a distance of five hundred (500) feet along an expressway or any other public right of way, are prohibited. Signs are prohibited where by reason of the position, shape, color or combination thereof, the same interferes with or obstructs the view of or may be confused with an authorized traffic signal, sign or device.
 - k. Intersection Setback. No sign shall be located less than thirty-five (35) feet from the intersection of the pavement of two streets or from the intersection of street pavement and a railroad track.
 - l. Outdoor Advertising (Billboard) Sign Requirements.
 1. Outdoor advertising signs shall be permitted in CS, CG, CH, IL, and

IM zoning districts only when located within 650 feet of United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes. Outdoor advertising signs may be permitted in Planned Unit Developments, in accordance with Chapter 9 of this code, so long as the same is zoned CS, CG, CH, IL, or IM.

2. A minimum spacing of 1,200 lineal feet shall be required between approved billboard signs erected along the frontages of officially designated United States Federal Highways, Federal Interstate Highways, State of Oklahoma Highways, U.S. or State Toll ways or Turnpikes. The spacing requirement shall apply to either side of the roadway regardless of which side of the roadway the sign is located upon.
3. No outdoor advertising sign shall be located within one hundred fifty (150) feet of a public park. The one hundred fifty (150) feet shall be measured in a straight line from the nearest point on a sign structure to the nearest point on the property of the park.
4. Outdoor advertising signs, if visible from an R district other than street, highway or freeway right-of-way, or if visible from a designated residential development area, shall be setback from such district or area a minimum distance as follows:
 - a. One hundred fifty (150) feet if the display surface area is three hundred (300) square feet or less; or
 - b. Two hundred (200) feet if the display surface area is greater than three hundred (300) square feet.
 - c. The setback requirement imposed by this paragraph shall be measured in a straight line from the nearest point on a sign structure to the nearest point of an R district or residential development area boundary line.
5. No portion of an outdoor advertising sign shall be located within ten (10) feet of a freeway right-of-way. The ten (10) feet shall be measured in a straight line from the nearest point on a sign structure to the nearest point of the freeway right-of-way boundary line.
6. No outdoor advertising sign shall contain more than two (2) sides, and only one (1) side shall be included in the computation of display surface area. The two (2) sides shall face in opposite directions. "Opposite" shall, in addition to its ordinary meaning, include V-shaped signs when the angle of separation of the display surfaces does not exceed thirty degrees (30°).
7. An outdoor advertising sign shall be oriented to be primarily

visible from the freeway.

8. No outdoor advertising sign shall contain flashing, blinking or traveling lights or reflective glitter.
9. Cutouts or extensions shall be permitted, in addition to the display surface area permitted in this section, so long as the cutouts or extensions do not exceed fifteen percent (15%) of the display surface area.
10. No outdoor advertising sign shall be supported by more than one (1) post or column unless required by site engineering considerations and is certified as such by a registered professional engineer.
11. Outdoor advertising signs which have animation, revolving or rotating components or movement shall be subject to the following limitations;
 - a. No such sign shall be located within fifty (50) feet of the driving surface of a signalized intersection. The fifty (50) feet shall be measured in a straight line from the nearest point on a sign structure to the nearest point of the signalized intersection;
 - b. No such sign shall be located within twenty (20) feet of the driving surface of a street. The twenty (20) feet shall be measured in a straight line from the nearest point on a sign structure to the nearest point of the street curb, or edge of the traveled roadway marked or understood as such; and
 - c. No such sign, if visible from an R district other than street, highway or freeway right-of-way, or if visible from a designated residential development area, shall be located within two hundred (200) feet of such district or area. The two hundred (200) feet shall be measured in a straight line from the nearest point on a sign structure to the nearest point of an R district or residential development area boundary line.
12. Illumination on the face of outdoor advertising signs shall not be permitted to exceed seventy (70) foot candles measured at a two (2) foot distance.
13. Outdoor advertising signs shall maintain a minimum separation of thirty (30) feet from any roof, projecting or ground sign. The thirty (30) feet shall be measured in a straight line from the nearest point on the structure of the outdoor advertising sign to the nearest point of any roof, or the structure of any projecting sign or ground sign.
14. Any illumination shall be by constant light.
15. Outdoor Advertising Height Limitations

1. Outdoor advertising signs shall not exceed thirty five (35) feet from ground level to the base of the sign face, provided that outdoor advertising signs located along US Highway 75 and the Creek Turnpike wherein the road surface is elevated above the adjacent ground, the sign shall be allowed to locate thirty five (35) feet as measured from the elevation of the road surface to the base of the sign face.
 2. Outdoor Advertising Signs allowed to an increased height above sixty (60) feet from ground level may increase sign face limitation by 75 square feet.
16. Outdoor advertising sign faces shall be limited to a maximum size of 14 feet by 48 feet and may include an addition of a 3 feet by 48 feet marquee located at the base of the sign face, unless expansion of the sign face is approved by Variance process through the Jenks Board of Adjustment or as specified in Section 1021.4.n.
 17. No outdoor advertising sign shall be permitted to be located upon or constructed within a required parking space or loading berth, nor to otherwise obstruct vehicular or pedestrian access or circulation, or pose any other hazard to motor vehicle traffic exiting, entering or traveling within the site on which the sign is located.
 18. A sign permitted as a business sign shall not thereafter be changed to an outdoor advertising sign without a permit for such use; nor shall a sign permitted as an outdoor advertising sign be changed to a business sign without a permit for such use.
 19. Digital Outdoor advertising signs shall comply with Section 1021.4.n of the Jenks Zoning Code.
- m. Flashing and beacon signs prohibited.
1. Signs that emit either flashing light or project either spot light or concentrated beam or beacon of light in any manner are prohibited.
- n. The placement of LED Video/Board signs shall comply with the following criteria:
1. Streaming video and audio prohibited except during times when a special event permit has been issued for activities on or adjacent to the location of the sign through a Staff Administrative Process being appealable through the Jenks Appearance Review Process; otherwise
 2. Each message must be displayed a minimum of 8 seconds
 3. Change of message must be accomplished in 2 seconds

4. Change of message must occur simultaneously on entire sign
5. No flashing, dimming or brightening except to accommodate a message change
6. Signs must contain a default mechanism that freezes an image in case of malfunction.
7. Automatically adjust intensity of display based on natural ambient light conditions. No such sign shall display an illuminative brightness exceeding five hundred (500) NITs at any time between one half hour after sunset until one half hour before sunrise or 6500 NITs between one half hour before sunrise until one half hour after sunset.
8. Be able to display multicolor high quality images based on display size Multi-color display shall be able to show a minimum of 281 trillion color shades.

Resolution to size matrix

Size of LED Panel	Maximum Pixel Size
10 s/f to 25 s/f	10 mm
25 s/f to 75 s/f	16 mm
75 s/f to 125 s/f	19 mm
125 s/f and greater	23 mm

9. Be turned off between the hours of 10:00 p.m. and 7:00 a.m. Monday through Friday and 2:00 a.m. and 8:00 a.m. on Saturday and Sunday when located within 300 feet of a residential lot unless approved through the Planned Unit Development Process.
 10. Operators must be able to respond to a malfunction or safety issue within one hour of notification.
 11. Applications shall be reviewed by the City Engineer and determined that the sign placement does not interfere with traffic control devices within 300 ft of the sign or traffic circulation upon roadways, if determination is not approved by City Engineer a report from a traffic engineer certifying that the proposed sign does not interfere with the design characteristics of the traffic circulation and traffic control devices shall be required.
 12. Single color LED Boards must comply with Section 1021.4.n items 2, 3, 4, 5, 7, 9 and 10 above.
- o. Temporary development construction signs limited.

1. Temporary development construction signs shall be allowed for the first six (6) months of use during construction. After six (6) months, the Planning Commission shall review all signage related to the construction in regards to construction activity and to the status of the project. The Planning Commission shall determine if the construction signs are unnecessary because the development is substantially complete, if the signs should remain for another six (6) months or other specified time period, or if signs are in need of repair.
 2. The Planning Commission shall require the removal of signs which are no longer considered temporary construction signs, or shall require repair or maintenance of signs in need thereof.
 3. An appeal to the City Council of the Planning Commission determination shall require notice by the sign owner to the City Clerk within ten (10) of the action of the Planning Commission. Request for an appeal to the City Council shall be accompanied by the payment of a twenty-five (\$25.00) dollar fee.
- p. Abandoned signs prohibited.
1. Except as otherwise provided in this article, any sign that is located on property which becomes vacant and is unoccupied for a period of thirty (30) days or more, or any sign which pertains to a time, event, or purpose which no longer applies, shall be deemed to have been abandoned. Permanent signs applicable to a business temporarily suspended because of a change of ownership or management of such business shall not be deemed abandoned unless the property remains vacant for a period of six (6) months or more. An abandoned sign is prohibited and shall be removed by the owner of the sign or the owner of the premises. The Building Inspector, at his discretion, may fine the owner of the premises for signs which have been abandoned and not removed, and/or may remove the same and charge the cost of removal to the owner or occupant thereof
- q. Maintenance of signs required.
1. Every sign, including those specifically exempt from this code in respect to permits and permit fees, shall be maintained in good structural condition at all times. All signs shall be kept neatly painted, including all metal parts and supports thereof that are not galvanized or of rust-resistant material. The building official shall have the authority to order the painting, repair, alteration, or removal of a sign which shall constitute a hazard to safety, health or public welfare by reason of inadequate maintenance, dilapidation, or obsolescence.

r. Non-conforming Signs in an Appearance Review District.

1. Prior to any sign within an Appearance Review District being significantly altered or substantially replaced, which sign was non-conforming to the requirements of the signage in the Appearance Review Districts at the time of the creation of the Districts, the proposed alterations and or replacement shall be submitted to the Appearance Review Committee for approval and process.
2. All proposed alterations or replacement of signs shall be submitted to the Appearance Review Committee for its determination as to whether such proposed alteration is so significant or proposed partial replacement is so substantial to require the altered or modified signage to comply with the requirements of signage in the District. Mere maintenance or repair of the existing signage shall not be considered a significant alteration imposing compliance with Appearance Review District signage requirements.
3. The Appearance Review Committee shall establish guidelines for signage in the Appearance Review Districts, including criteria for determining if the proposed alteration or replacement of a non-conforming sign is so significant to warrant conformance with the District signage requirements. Such guidelines shall be submitted to the Jenks Planning Commission for approval.

s. Portable Signs

1. Permits for portable signs shall be allowed for a business for thirty (30) days by a one-time annual permit at a cost of \$30.00, and for fourteen day periods with intervals between the use of portable signs for fourteen days, with a maximum number of 5 times or 10 weeks per year permitted at a cost of \$14.00 per fourteen day permit.
2. Portable signs shall conform to all applicable regulations in this section and will be further governed by the ICC Code and in the case of conflicts between requirements of this Article and the ICC regulations, the most restrictive will apply.
3. Only banner style Portable signs are allowed within an Appearance Review District requiring Administrative Review as specified for non permit activities within the District (see chapter 16). Except for public entity related to public transportation under Section 1021.4.t.
4. Framed Marquee portable signs being arrow style or box frame, whether illuminated or not, are prohibited.

- t. A-Frame signs.
 - 1. A-Frame signs shall only be authorized within the downtown Special Theme District, Riverfront Appearance District, Riverfront Entertainment District (as defined by the Jenks Comprehensive Plan), or within a Mixed Use Planned Unit Development.
 - 2. A-Frame signs must be located on the sidewalk and must be located in such a manner to not obstruct pedestrian passage. An unobstructed passage no less than meeting ADA requirements shall be maintained.
 - 3. An Appearance Review Process is required for approval of any A-frame sign (see Chapter 16).
 - 3. Permits for A-frame signs shall be for a period of one year and shall be required to be renewed annually on July 1 (fiscal year) each year. Permit fee shall be \$40.00 for the fiscal year from July 1 to June 30. Fee requirements for first year shall not be reduced in consideration of issuance date.
 - 4. A-frame signs shall be constructed sufficiently to withstand moderate winds and shall be brought indoors daily before dusk or in the event of inclement weather consisting of high winds. A maximum of one A-frame sign per business is allowable where provisions of this ordinance are met.

1021.5 Construction requirements established.

- a. License. No person, firm or corporation shall engage in the business as an electrical (sign) contractor until they have secured a license and paid a fee of one hundred dollars (\$100.00) per annum in advance. The same shall become due and payable on July 1st of each year. All sums of money for licenses shall be paid to the Jenks City Clerk. Each license shall state the name of the person, firm or corporation to whom it is issued, the location of his, its or their place of business, the date of issuance and be signed by the City Clerk. Upon payment of the license fee, the City Clerk shall issue to the applicant a license to be known and designated as the "Electrical (Sign) Contractor's License", and issuance of such license shall entitle the holder to carry on the business of sign contracting under the regulations and provisions of this ordinance provided bond and insurance hereafter referred to are in full force. (Amended Ord. #410, August 3, 1981).
- b. An individual may erect a sign for his business without a license providing that no electrical service is necessary for the sign, the sign has been professionally constructed and that a sign permit and proper inspections are approved.
- c. Identification of personnel. Employees of licensed electrical (sign) contractors shall bear identification attesting to their relationship.

- d. Bond. Every electrical (sign) contractor shall execute a surety bond and deposit the same with the City Clerk, in the sum of two thousand dollars (\$2,000.00) on a form approved by the City Attorney to assure all work is being performed according to the provisions of this article. No permit shall be issued for any work to be done by any sign contractor unless such bond is executed and in full force.
- e. Insurance. The electrical (sign) contractor shall obtain insurance and the same shall indemnify the City of Jenks and the public in the amount of not less than twenty-five thousand dollars (\$25,000.00) for bodily injury or to death of one person in any accident; in an amount of not less than fifty thousand dollars (\$50,000.00) for personal injury or death of more than one person; and in an amount of not less than five thousand dollars (\$5,000.00) for property damage; all arising out of work to be performed under said license. Said policy may not be canceled except on at least ten (10) days notice to the City of Jenks.
- f. Electrical sign work. Electrical sign work shall be restricted to holders of electrical license issued by the City of Jenks, appropriate to the type of work to be done.
- g. Building permits required. No sign shall be erected or altered without a permit issued by the Building Inspector except as otherwise provided herein. No permit required for any sign work shall be issued and no sign for which such permit is required shall be erected unless the person, partnership or corporation erecting same shall have paid the current license fees herein provided and shall have executed and delivered a bond and insurance as herein provided. The contractor or applicant shall submit on forms supplied by the Jenks Building Inspector a building permit application. Sign construction plans and a plot plan showing exact sign location shall be submitted with the building permit application. The Building Inspector may refuse to issue a building permit if, in the Building Inspector's judgment, the sign is structurally or electrically unsafe or is located in violation of the provisions of this article.
- h. Inspections required. The Building Inspector shall inspect, or cause to be inspected, at various intervals, all construction work for which a permit is required. The Building Inspector, upon notification from the permit holder or his agent, shall make as may be applicable the following inspections as may be necessary and shall either approve that portion of the construction as completed or shall notify the permit holder or his agent wherein the same fails to comply with the applicable standards.
 - 1. Foundation inspection: to occur when the signs vertical supports are set or when the sign is attached to an existing structure.
 - 2. Electrical inspection: to occur when the electrical wiring is complete but before said wiring is concealed.

3. Final inspection: to occur when the sign is complete and ready for use.
- i. Permit fees. The permit fee shall be 0.0025 of the estimated sign valuation or twenty-five dollars (\$25.00) whichever is greater, except for portable signs as specified herein.
- j. Re-inspection fee. A fee of ten dollars (\$10.00) shall be charged for each extra trip of the Building Inspector caused by faulty work or work not completed and ready for inspection at the time such inspection is scheduled.
- k. Payment of permit and inspection fees. The applicant shall pay all required fees at the time a permit is issued or at the time an inspection is scheduled, whichever is applicable.
- l. The sign permit fee provided for herein may be waived by the City Manager or his designee if the applicant for the sign permit is a non-profit civic, charitable, educational or religious organization and the sign is to be temporary in nature for a specific event. The applicant will still need to file a permit application and meet the other requirements on signs provided for herein. The applicant shall request the waiver at the time of filing the permit application. In the event the fee waiver is denied, the applicant may Building, Plumbing and Electrical Installations appeal the denial to the Jenks City Council by filing a written notice of appeal with the Jenks City Clerk within ten (10) days of notice of denial of the permit fee waiver.

1021.6 Enforcement and penalties.

- a. Fine imposed. Any person, firm, or corporation or other legal entity violating the requirements of this article shall be guilty of an offense, and upon conviction thereof shall be fined no more than one hundred dollars (\$100.00) plus court costs, and each day's violation thereof shall constitute a separate offense thereof.
- b. Fine not exclusive remedy. In addition to the fine, the City of Jenks may institute appropriate actions or proceedings at law or equity for the enforcement of the provisions of this article or to correct the violations thereof. The conviction or punishment of any person hereunder shall not relieve such person from responsibility to correct prohibited conditions or to remove prohibited signs nor prevent the enforcement, correction or removal thereof.

1021.7 AG District Use Conditions

- a. One identification sign may be erected on each street frontage of a permitted non-residential use. The sign shall not exceed 32 square feet in surface area, nor 15 feet in height, and illumination, if any, shall be by constant light.

1021.8 CS District Use Conditions

- a. A ground sign shall not exceed 30 feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in subsection 1021.4 (f) the sign is setback one foot for each foot of height exceeding 30 feet provided the sign shall not exceed 50 feet regardless of setback. Within 100 feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height of 15 feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign height does not exceed 60 feet.
- b. A roof sign shall be prohibited unless established as an integral part of the construction of a building and included within a Planned Unit Development.
- c. A projecting sign shall not extend more than 1 foot above the roof level of the structure to which it is affixed.
- d. A lot located in a CS district may utilize for business signs and outdoor advertising.
 1. An aggregate display area for wall or canopy signs of three square feet per each lineal foot of the building wall to which the sign or signs are affixed.
 2. In addition to the wall or canopy signs permitted in (1) above, a lot containing one business establishment may utilize for business signs an aggregate display surface area of projecting or ground signs as follows :
 - a. If not more than one projecting or ground sign is erected, two square feet of display surface area per each lineal foot of street frontage.
 - b. If more than one projecting or ground sign is erected, one square foot of display surface area per each lineal foot of street frontage.
 3. In addition to the wall or canopy signs permitted in (1) above, a lot containing more than one business establishment may erect projecting or ground signs as follows:
 - a. One sign for each street frontage identifying the commercial complex and individual tenants therein, not exceeding in aggregate display surface area one square foot per each lineal foot of street frontage.
 - b. In addition to the sign or signs permitted in (a) above:
 1. One sign for each tenant may be erected not exceeding 1 square foot of display surface area per each lineal foot of

frontage building wall of the tenancy or 60 square feet, whichever is greater.

2. If more than one sign is erected for a single tenant, the aggregate display surface area shall not exceed 1 square foot per each lineal foot of front building.

1021.9 CG, CH and IL District Use Conditions

- a. For business signs a lot may utilize an aggregate display surface area as follows:
 1. If one or more than one projecting or ground sign is erected, 2 square feet of display surface area per each lineal foot of street frontage for the aggregate display of the signs.
 2. Within the CG and CH Zoning District for commercial uses an aggregate display area for wall or canopy signs of three square feet per each lineal foot of the building wall to which the sign or signs are affixed is permitted.
 3. Within the IL Zoning District for industrial uses an aggregate display area for wall or canopy signs of two square feet per each lineal foot of the building wall to which the sign or signs are affixed is permitted provided that a limitation of 100 square feet shall apply.
 4. In addition to the wall or canopy signs permitted in (2) above, a lot containing more than one business establishment may erect projecting or ground signs as follows:
 - a. One sign for each street frontage identifying the commercial complex and individual tenants therein, not exceeding in aggregate display surface area one square foot per each lineal foot of street frontage.
 - b. In addition to the sign or signs permitted in (a) above:
 1. One sign for each tenant may be erected not exceeding 1 square foot of display surface area per each lineal foot of frontage building wall of the tenancy or 60 square feet, whichever is greater.
 2. If more than one sign is erected for a single tenant, the aggregate display surface area shall not exceed 1 square foot per each lineal foot of front building.

City of Owasso

Zoning Ordinance



Amendments

Ordinance 978, Specific Use Permits, Adopted February 15, 2011

Ordinance 998, Definitions, Adopted December 20, 2011

Ordinance 999, Easement Closures and Rights of Way, Adopted December 20, 2011

Chapter 20, Landscaping and Buffer Requirements, Approved through promulgation of rules
October 20, 2011

Ordinance 1002, Off Street Parking Requirements, Adopted March 20, 2012

Ordinance 1004, US-169 North Overlay District, Adopted April 17, 2012

Ordinance 1006, Small Wind Energy Systems, Adopted June 5, 2012

Ordinance 1009, Setbacks for Pool and Accessory Structures, Adopted August 21, 2012

Ordinance 1014, Flood Hazard Regulations, Adopted October 16, 2012

Ordinance 1020, Planned Unit Developments, Adopted January 8, 2013

CHAPTER 18

SIGNS

- 1805 Purpose.
- 1810 Promulgation of Rules and Regulations.
- 1815 Calculating the Area of a Sign.
- 1820 Definitions.
- 1825 Signs Not Requiring Permits.
- 1830 Prohibited Signs.
- 1835 Permitted Signs.
- 1840 Matrices.
- 1845 Unified Sign Plan.
- 1850 Administrative Provisions.
- 1855 Permits Required.
- 1860 Permit Revocable.
- 1865 Construction, Inspection, and Maintenance Standards.
- 1870 Permit Fees and Penalties.
- 1875 Nonconforming Signs.
- 1880 Sign Variances.
- 1885 Validity.

1805 PURPOSE

This Code, together with future amendments thereof, shall be known and may be cited as the “City of Owasso Sign Code”. The purpose and general intent of the City of Owasso Sign Code is as follows:

- (1) To establish standards and guidelines for the design, erection and installation of signs and other visual communication devices so that the City of Owasso may appear orderly and to prevent the needless clutter in appearance within the City by signs unreasonable in number, location, area and illumination.
- (2) To provide for the appropriate use and location of signs in a manner that will not adversely affect or impact property values, compatibility of land use, community appearance and identity, and to otherwise promote the general welfare, public safety, convenience and order to the City of Owasso.
- (3) To provide for the issuance, revocation, inspection and identification of signs within the City.
- (4) To provide for the removal of any sign that is in violation of or non-conforming with the intent and purpose of this Code.

1810 PROMULGATION OF RULES AND REGULATIONS

Upon adoption of this ordinance, the City Manager shall present Rules and Regulations relating to the implementation of the intent of Chapter 18 to the City Council for adoption by resolution. Provided, however, that the City Manager shall from time to time promulgate such additional Rules and Regulations, or changes to existing Rules and Regulations as considered necessary. The promulgation of such Rules and

Regulations, in whole or in part, shall require the City Manager to notify the City Council and Planning Commission in writing of the proposed Rules and Regulations and shall require the exact language of the proposal be attached to such notice. Such notice to the City Council shall be published in the consent agenda of a City Council meeting for acknowledgement of Council receipt of the change(s). Upon notification to the City Council and for a period of 30 days, the proposed Rules and Regulations shall lay open and be subject to City Council action to disapprove either in part or in whole. Absent action by the City Council to disapprove proposed Rules and Regulations within the allotted time frame, such Rules and Regulations shall have the force and effect of law.

1815 CALCULATING THE AREA OF A SIGN

The area of a sign shall be computed to include the entire area within a sign, whether such sign is a parallelogram, triangle, circle or semi-circle, including all of the display area of one side and any part of the surface of any cornice, hood, awning, wall or similar ornamental or structural feature that blends with the sign in such a manner as to appear to be the background of the sign, and including all of the elements of the matter displayed, regardless of the angle at which such sign is placed in relationship to the building frontage; provided, however, that the area of a wall sign shall be computed to include only the area in which characters, letters, illustrations, insignia or logos are depicted.

1820 DEFINITIONS.

Definitions of terms as used in this Code, unless the context otherwise requires, shall be as follows:

Advertising Face. Each side of a sign that is designed, constructed, located and positioned for the purpose of displaying off-premises advertising material.

Accessory Dwelling Unit: A subordinate residential unit incorporated within, attached to, or detached from a single-family residential unit and having its own sleeping and sanitation facilities. This term shall refer to guest suites, mother-in-law quarters, and similar type uses. Such subordinate unit shall not be otherwise segregated in ownership from the principal residential unit and shall not be used for rental purposes.

Amenity: Any tangible benefit to a piece of a property, especially those that increase its attractiveness or value or that contributes to the comfort or convenience of the nearby residents. Tangible amenities might include park areas, swimming pools, tot lots, or playgrounds, disc golf course, walking trails or bike paths, tennis courts, basketball courts, picnic areas, or similar facilities that allow people to recreate, gather and socialize. The Administrator shall determine if an amenity meets the intent of this language. In most cases, parking should be provided for the amenity.

Area Marker. A sign that designates or identifies a subdivision or development.

Awnings. Any structure made of cloth or metal with a metal frame attached to a building and projecting over public property when so constructed to permit its being lowered to a position over public property and to permit its being raised to a position flat against building when not in use.

Canopy. A roof-like structure of a permanent nature that projects over a public way.

Contractor Sign. Signs that denote the architect, engineer, contractor, lending institution or other related business when placed upon work under construction.

Establishment. A place of business that has a separate identity, separate entrances, and separate records and books of its business transactions.

Front Footage. The lot frontage on which the sign is located.

Marquee. A roof-like structure of a permanent nature that projects from the wall of a building and may overhang a public way. Changeable lettering may be a part thereof.

Noncombustible Material. Any material that will not ignite at or below a temperature of one thousand two hundred (1200) degrees Fahrenheit and will not continue to burn or glow at that temperature.

Professional Nameplate. A sign that states the name and occupation or profession of the person occupying the premises where the sign is located.

Sign. A sign includes any device that displays or includes any letter, work, model, banner, flag, pennant, insignia, propeller balloon, device or representation used as, or that is in the nature of an advertisement or announcement or that directs attention to an object, product, place, activity, person, institution, organization, or business; but the term shall not include display of official notice.

Sign, Bulletin. A sign or board constructed in connection with a non-profit, community or neighborhood center, public building, church building or educational institution on its premises for announcement purposes.

Sign, Business. A sign that directs attention to a business or profession conducted, or to products, services, or entertainment sold or offered upon the premises where such sign is located, or to which it is attached.

Sign, Directional. A sign providing directions to the general public to a specific site or address in the City.

Sign, Flashing. Any sign that incorporates in any manner apparent movement

achieved by electrical pulsation, contains intermittent lighting or by other means such as sequential light phasing.

Sign, Ground / Pole Mounted. A sign that is supported by one or more poles, uprights or braces in the ground and that is not a part of a building.

Sign, Ground / Surface Mounted. A sign that is mounted flush with the ground or is supported by one or more poles, uprights, or braces in the ground and that is not a part of a building.

Sign, Illuminated. Any sign designed to give forth any artificial light, or designed to reflect such light deriving from any source that is intended to cause such light or reflection.

Sign, Moving. Any sign, or part of a sign, whether illuminated or unilluminated, that does not remain stationary at all times regardless of power source that affects movement.

Sign, Political. A sign that makes known the name or information about a person running for an office or any other information concerning a political campaign or election issue of any nature.

Sign, Roof. A sign constructed upon or above a roof or parapet of a building whether extending beyond the highest point of the building or not.

Sign, Snipe. A temporary sign that is made of any material, attached to a utility pole, tree, fence post, stake, stick, mailbox or any similar object, whether in the public right-of-way or not.

Sign, Structure. The supports, uprights, bracing and framework for a sign or outdoor display.

Sign, Temporary. A sign that is not intended to be used or installed permanently and/or that the Community Development Director or his/her designee deems to not be constructed or erected in a manner consistent with the stated purpose of this Code.

Sign, Wall. A sign painted, attached to, or constructed against the wall of a building or structure with the exposed face of the sign in a plane approximately parallel to the plane of the wall.

Wall. The exterior surface of a building or structure. For purposes of this Code, other than size limitations, wall shall be determined to include mansard-type or sloped roof structures.

Work of Art. The term “work of art” shall apply to all mural paintings or decorations,

inscriptions, mosaic, painted glass and similar art forms of a permanent character intended for permanent or commemoration that are applied to, constructed or placed upon the exterior walls of any building. For the purpose of this ordinance, “work(s) of art”, whether singular or in aggregate, shall be deemed to exist when its size exceeds sixteen (16) square feet. For the purpose of this ordinance, a “work of art” which in any way relates to the business conducted therein shall be considered as a wall sign.

1825 SIGNS NOT REQUIRING PERMITS

A permit shall not be required for the following types of signs, provided that said signs shall be subject to all other provisions of this Code.

Sports Field Signs. Temporary signs at sports fields do not require permits and will not be required to follow the provisions of this Ordinance.

Real Estate Signs. One (1) real estate sign not exceeding eight (8) square feet in area for residentially zoned areas or thirty-two (32) square feet for commercial or industrial zoned areas which is “double-faced” and advertises only the sale, rental or lease of the premises upon which such signs are located.

Open House Signs. One (1) directional or open house sign not exceeding two (4) square feet in area located on the private property of the premises upon which the sale is located. Additionally, one open house sign may be placed at the entrance to the subdivision in which the house for sale is located, provided that the sign announces the address of the house and the time and date that the open house is being conducted.

Business Signs. One (1) non-illuminated, non-activated nameplate or occupational sign not exceeding two (2) square feet in area and attached flat against a building, providing only the name, address and occupation of the building tenant or owner.

Flags. Flags and insignias of any government or government agency.

Historical Markers. Non-illuminated, non-reflective memorial signs or signs bearing the name of the building and date of erection, provided that said signs do not exceed twelve (12) square feet in area and are either carved into, embossed on or permanently embedded in masonry, bronze or other non-combustible materials, in such a way that they are an architectural detail of a building.

Legal Notices. Legal notices, identification, informational or directional signs constructed by government agencies or in compliance with their regulations.

Political Signs. Political signs, not exceeding sixteen (16) square feet in area, which makes known the name of and information concerning a political campaign of any nature, provided that such signs shall not be placed or erected sooner than six (6) weeks before the general election and are to be removed no later than one (1) day following the general election, that no political sign shall be placed in or on the public right-of-way, that no political sign shall be placed or erected in or on any private property without the express permission of the owner or occupant of such property.

Garage Sale Sign. A maximum of two (2) signs not to exceed four (4) square feet each shall be permitted to advertise a garage sale. Any such sign shall not be placed in the

public right-of-way, shall not be placed or located farther than the nearest major arterial roadway from the site of the sale and shall be removed immediately at the conclusion of the garage sale.

Service Station Signs. Signs that are attached to gasoline pumps or other similar dispensing or servicing devices are allowed, as well as signs and required regulatory information that are an integral part of the service station operation. In no way does this section allow snipe signs and pennants at service stations, and banners at service stations must be permitted as they are at other uses.

Awning or Canopy Lettering. Vinyl or plastic lettering affixed to any awning or canopy, and conforming to the provisions of the section related to awnings/canopy type signs.

Contractor Signs. Contractor signs not exceeding twenty-four (24) square feet in area and placed within the area to be constructed.

Window Signs. Signs that are posted on windows and not designed to be read from a point off the property.

Community Interest Signs. Any other sign that the City Council deems of a public or community wide interest.

1830 PROHIBITED SIGNS.

The following signs classified by location, type and content are prohibited.

Location

- (a) No sign shall be permitted to extend into, above or be placed in or on any portion of a public street, avenue or alley, nor shall any sign be painted, pasted, posted, printed or nailed to or on any curb, sidewalk, tree, light standard, utility pole, hydrant or bridge, or in any manner displayed within the public property or public right-of-way lines of any street, avenue or alley except legal notices, identification, informational or directional signs erected by a government agency and in compliance with their regulations.
- (b) No sign shall be constructed so as to obstruct any fire escape, required exit, window, or door opening intended as a means of ingress or egress, nor shall any sign be placed in such a manner as to interfere with any opening required for ventilation.
- (c) No sign shall be constructed in a manner that interferes with any surface or underground utility structure. Furthermore, placement shall not interfere with natural or artificial drainage or surface or underground water.
- (d) No sign shall be constructed or displayed that is deemed to be hazardous, a danger, a traffic hazard, causes the potential impediment to rescue personnel in the event of an emergency or which constitutes a public nuisance.

Type.

- (a) Any sign not specifically permitted within a zoning district, to include temporary signs, shall be prohibited within such zoning district.
- (b) Portable, Snipe, Mobile, or Vehicular Signs. No portable, mobile, vehicular or snipe signs shall be permitted within the City, and no motorized vehicle or trailer shall be parked upon public or private property within the City for the obvious purpose of advertising; provided that commercial vehicles may be identified only by business name, type of business, business address, business telephone number, and contractor's state / county / city license number when required.
- (c) Gooseneck Reflectors. Gooseneck reflectors and lights shall be permitted only on ground signs, roof signs, wall signs, and works of art, provided the reflectors shall be equipped with proper glass lenses concentrating the illumination upon the area of the sign or work of art so as to prevent glare upon the street or adjacent property.
- (d) Spotlight and Floodlights. It shall be unlawful for any person to maintain any sign or work of art that extends over public property that is wholly or partially illuminated by floodlights or spotlights.
- (e) Moving and Flashing. No moving signs shall be permitted in any district except for pennants used in connection with real estate "Open House" and maintained for less than forty-eight (48) hours. No flashing signs shall be permitted in any residential district.
- (f) Nuisance. No sign shall be permitted that emits audible sound, vapor, smoke, odor particles or gaseous matter.
- (g) Placards, Leaflets, Handbills. No placards, leaflets, handbills or similar signs shall be placed on the exterior wall or window of any building, attached to utility poles, or public property in any district.
- (h) Corporate or Commercial Flags. No corporate or commercial flags shall be permitted in any zoning district that exceed thirty-five (35) feet in height and/or fifteen (15) square feet in area to include those corporate or commercial flags containing logos. Additionally, corporate or commercial flags shall be limited to one (1) flag per business entity.
- (i) Work of Art. No work of art shall be applied to, erected or placed upon the exterior walls of any building within the City of Owasso without first being submitted to and approved by the Planning Commission. The request to allow a work of art shall be accompanied by plans and specifications which describe the

proposed work of art, location, appearance, color, texture, general design, use material, orientation to other buildings and the relationship of such factors to features of buildings in the immediate surroundings. The City Council may, when it deems proper, also require a complete model of work of art to be submitted. In determining the merits of the work of art, consideration should be given to insure that the work of art maintains the highest character of community development and would not be detrimental to the stability of value and the welfare of surrounding property, structures, and residents, and to the general welfare and happiness of the community.

- (j) Advertising Signs (off-premises). It shall be unlawful for any person to construct any off-premises advertising sign in any zoning district in the City.
- (k) Roof Signs. It shall be unlawful for any person to construct or maintain any roof sign in any zoning district in the City.
- (l) Balloons and Inflatable Signs. It shall be unlawful for any person to construct, erect or maintain any balloon, inflatable device or image for the purpose of advertising or directing attention to the location from which the device is attached.

Content.

- (a) Obscene Matter No person shall display upon any sign or other advertising structure an obscene, indecent or immoral matter.
- (b) Traffic Safety No sign shall be erected or constructed in any district within the City that states, "stop", "go", "slow", "danger" or any other similar term which could reasonable be confused with traffic signs. Furthermore, no sign shall be erected or constructed in any district which would by its color or nature, tend to be confused with or obstruct sight of traffic signs or traffic signals by motorists or pedestrians, or which would otherwise constitute a hazard to the safe and efficient operation of vehicles, or would create a condition which might endanger the safety of any person.

1835 PERMITTED SIGNS

Signs permitted under the provisions of this Code are itemized on matrices according to zoning districts. The matrices indicate whether the sign is "permitted conditionally", or "not permitted" in each zoning district. Each matrix also includes significant characteristics or attributes of each sign by type and is further cross-referenced by a series of conditions. Signs not listed in a particular matrix are expressly prohibited unless allowed under the provisions of Section 1820 of this Code. The matrices do not intend, however, to preclude any other section of this Code.

1840 MATRICES

The following matrices with qualifying conditions are included below:

- A. Matrix #1 – Signs permitted in AG Agricultural, RE Residential, RS-1 Residential, RS-2 Residential, and RS-3 Residential zoning districts.
- B. Matrix #2 – Signs permitted in RD Duplex, RTH Multi-family, RM-1 Multi-family, RM-2 Multi-family, and RMH Mobile Home zoning districts.
- C. Matrix #3 – Signs permitted in OL Office and OM Office zoning districts.
- D. Matrix #4 – Signs permitted in CS Commercial and IL Industrial zoning districts.
- E. Matrix #5 – Signs permitted CG Commercial, CH Commercial, and IM Industrial zoning districts.
- F. Matrix #6 – Signs permitted in IH Industrial zoning districts.

SIGN MATRIX # 1
AG, RE, RS-1, RS-2, RS-3

Type	Condition	Not Perm	Max Area	Setback from Front Property Line	Max # Signs	Max # of Days	Maximum Height	Setback from Side or Rear Property Line	Setback from ROW
Area Marker	A,D,J		100		1				25
Awnings		X							
Banner	HH,II				1				
Bulletin	B, C, D		12	10	1		4	8	
Business		X							
Canopy		X							
Contractor	D,I,FF		16		1				
Flashing		X							
Ground / Pole		X							
Ground / Surface		X							
Marquee		X							
Moving	D,BB				1	2			
Political	D,K		16						
Projecting		X							
Real Estate	C,D,H,FF, GG		8		1		4		
Wall	B, C, E		12		1				

SIGN MATRIX # 2
RD, RTH, RM - 1, RM - 2, RMH

Type	Cond	Not Perm	Max Area	Setback from Front Property Line	Max. # of Signs	Max # Days	Maximum Height	Setback from Side or Rear Property Line	Setback from ROW
Area Marker	A,D,J		100		1				25
Awnings		X							
Banner	HH,II				1				
Bulletin	B, C, D		12	10	1		4	8	
Business		X							
Canopy		X							
Contractor	D,I,FF		16		1				
Flashing		X							
Ground / Pole		X							
Ground / Surface		X							
Marquee		X							
Moving	BB				1	2			
Political	D,K		16						
Projecting		X							
Real Estate	C,D,H,FF, GG		8		1		4		
Wall	C,L,M		12		1				

SIGN MATRIX # 3

OL, OM

Type	Cond	Not Perm	Max Area	Setback from Front Property Line	Max # of Signs	Max # of Days	Maximum Height	Setback from Side or Rear Property Line	Setback from ROW
Area Marker	A,D,J		100		1				25
Awning	S,T								
Banner	HH,II				1				
Bulletin	B,C,D		12	10	1		4	8	
Business	F,G		2		1				
Canopy	S,Z								
Contractor	D,I,FF		16		1				
Flashing		X							
Ground / Pole	C,D,G,N, O,P,S,W, EE, FF				1		30		
Ground / Surface Mount	C,D,G,N, O,P,W,DD, EE				1		4		
Marquee	S,T,Z,AA				1				
Moving	BB				1	2			
Political	D,K		16						
Projecting		X							
Real Estate	C,D,GG, FF		32		1		8		
Wall	C,G,M, Q,R				1				

SIGN MATRIX # 4
CS and IL

Type	Conditions	Not Perm	Max Area	Setback from Front Property Line	Max # of Signs	Max # of Days	Max Height	Setback from Side or Rear Property Line	Setback from ROW
Area Marker	A,D,J		100		1				25
Awnings	S, T								
Banner	HH,II				1				
Bulletin	B,C,D		12	10	1		4	8	
Business	F,G		2		1				
Canopy	S, Z								
Contractor	I,D,FF		16		1				
Flashing	D,CC								
Ground / Pole	C,D,G,N, O,PS,V,EE,FF				1		30		
Ground / Surface Mount	C,D,G,N, O,P,V,DD,EE				1		4		
Marquee	S,T,Z,AA				1				
Moving	BB				1	2			
Political	D,K		16						
Projecting		X							
Real Estate	C,D,GG,FF		32		1		8		
Wall	C,G,M,Q,R				1				

SIGN MATRIX # 5
CG, CH, IM

Type	Cond	Not Perm	Max Area	Setback from Front Property Line	Max # of Signs	Max # of Days	Max Height	Setback from Rear or Side Property Line	Setback from ROW
Area Marker	A,D,J		100		1				25
Awnings	S,T								
Banner	HH,II				1				
Bulletin	B,C,D		12	10	1		4	8	
Business	F,G		2		1				
Canopy	S,Z								
Contractor	D,I,FF		16		1				
Flashing	D,CC								
Ground / Pole	C,D,G,N, O,P,V, S,EE,FF				1		30		
Ground / Surface Mount	C,D,G,O, P,V,DD,E E				1		4		
Marquee	S,T,Z,AA				1				
Moving	BB				1	2			
Political	D,K		16						
Projecting		X							
Real Estate	C,D,GG, FF		32		1		8		
Wall	C,G,M,Q, R,U				1				

SIGN MATRIX # 6 **IH**

Type	Cond	Not Perm	Max Area	Setback from Front Property Line	Max # of Signs	Max # of Days	Max Height	Setback from Side or Rear Property Line	Setback from ROW
Area Marker	A,D,J		100		1				25
Awnings	S,T								
Banner	HH,II				1				
Bulletin	C,D		12	10	1		4	8	
Business	F,G		2		1				
Canopy	S,Z								
Contractor	D,I,FF		16		1				
Flashing	D,CC								
Ground / Pole	C,D,G,N, O,P,S,V,D D,EE, FF				1		30		
Ground / Surface Mount	C,D,G,O, P,V,DD,E E				1		4		
Marquee	S,T,Z,AA				1				
Moving	BB				1	2			
Political	D,K		16						
Projecting	X,Y,D		3		1				
Real Estate	C,D,GG, FF		32		1		8		
Wall	C,G,M, Q,R				1				

Sign Matrices Conditions – All Zoning Districts

- A. Such signs are subject to approval by the Planning Commission.
- B. Such signs shall be permitted only in connection with a non-profit, community or neighborhood center, public building, church building or educational institution.
- C. If illuminated, illumination shall be constant, indirect lighting directed away from any adjoining residential use.
- D. Such signs shall not be constructed or located that it will obstruct the view of traffic or within the public right-of-way.
- E. Such signs shall not project higher than ten (10) feet above ground level when affixed to a building.
- F. Such signs shall be unilluminated.
- G. Such signs shall only include the professional or occupational nameplate to include only the name and / or address and occupation of the occupant.
- H. Such signs shall be double-faced, advertising only “for sale”, “for rent” or “for lease” of the premises upon which the sign is located.
- I. Such signs shall be removed from the site within thirty (30) days after construction is complete.
- J. Such signs shall be removed within ninety (90) days after the sale of the last lot in the subdivision or three (3) years from the date of initial construction, whichever comes first.
- K. Such signs shall not be erected or placed sooner than six (6) weeks before the applicable election or campaign and shall be removed no later than one (1) day after the general election.
- L. Such signs shall sign shall not exceed ten (10) percent of the wall to which it is attached or ninety (90) square feet, whichever is less.
- M. Such signs shall be attached to a wall that fronts or faces upon a street right-of-way.
- N. Such signs shall be limited to thirty (30) feet in height and one hundred (100) square feet in area. If the lot or tract has a front footage in excess of one hundred (100) feet, additional area may be allowed on each side of the sign equal to thirty (30) percent of the front footage in excess of the first one hundred (100) feet of said tract or lot up to a maximum of one hundred fifty (150) square feet.

- O. Shopping centers that are located on a tract or lot bound by two (2) or more public streets are allowed one (1) additional ground sign, pole or surface mounted with a maximum square footage of fifty (50) feet at a secondary entrance facing a different public street than the original ground sign.
- P. If illuminated, such signs in direct view of traffic signals shall not be red, green or amber in color, and shall be illuminated only during business hours or until eleven o'clock (11:00 pm) whichever is later.
- Q. Such signs are permitted on any wall that faces or fronts onto a public right-of-way, except that no wall sign shall be permitted upon any wall other than the front wall which faces or fronts onto a public right-of-way when such public right-of-way is bounded on the opposite side by properly zoned single-family dwellings.
- R. Such signs shall be limited to ten (10) percent of the wall to which it is attached or one hundred fifty (150) square feet, whichever is less. For each one hundred (100) foot increment the structure is set back from the public right-of-way, the maximum area may be increased by fifty (50) percent, provided that no sign shall exceed four hundred fifty (450) square feet.
- S. All such structures shall be constructed and erected so that the lowest portion thereof shall not be less than eight (8) feet above the level of the public sidewalk and fifteen (15) feet above a drive or alley.
- T. Such structures shall not be permitted to extend beyond a point two (2) feet inside the curbline.
- U. All establishments may construct one (1) wall sign as permitted in their respective zoning districts on building walls which do not face or front an adjoining and abutting public right-of-way, when there exists under the same ownership a parking lot or other open space of at least fifty (50) linear feet between the wall and the nearest building, but in no case shall a sign be constructed on more than two (2) walls of a building.
- V. If more than one (1) establishment is located on a tract or lot, one (1) ground sign, pole or surface mounted, may be installed to display names of stores, occupations or businesses located on the tract or lot. The size of the sign shall not exceed one hundred (100) square feet in area.
- W. Such signs shall be limited to sixty (60) square feet in area. If the lot or tract has a front footage in excess of one hundred (100) feet, additional area may be allowed on each side of the sign equal to thirty (30) percent of the front footage in excess of the first ninety (90) feet of said tract or lot up to a maximum of one hundred (150) square feet.

- X. Projecting signs shall be permitted beneath a canopy or marquee and erected over a public sidewalk and shall be hung at a right angle from the building.
- Y. A sign erected beneath a canopy or marquee shall not extend beyond a point within two (2) feet of the front edge of the canopy or marquee and shall maintain a minimum clearance of eight (8) feet between the bottom of the sign and the public sidewalk.
- Z. All such structures must comply with the following:
 - 1. Such structures must be suspended from the building and not resting upon the sidewalk.
 - 2. Such structures, when erected must be so drained as not to discharge water upon the sidewalk or upon streets except by a closed drain.
- AA. No marquee shall display any advertising matter, except those goods and services offered for sale upon the premises or public service messages of a community wide interest.
- BB. Such signs shall be unilluminated and permitted for a period of forty-eight (48) hours in connection with a real estate "open house".
- CC. Such signs are permitted only when displaying flashing or intermittent lights, or lights of changing degrees of intensity of color and when such signs do not constitute a traffic hazard.
- DD. No such sign shall be located on the triangle formed by two (2) curblines at the intersection of two (2) streets and extending for a distance of fifty (50) feet each way from the intersection of the curblines on any corner lot or shall be permitted to exceed a height of more than thirty-six (36) inches above the road level of any street, avenue or alley.
- EE. No portion of such signs shall extend beyond the property line.
- FF. Structural components of such signs, including the pole(s) or structure(s) to which said sign is attached, may not exceed twenty-five (25) percent of the width of the sign cabinet.
- GG. Such signs are limited to eight (8) square feet in agricultural and residentially zoned districts and thirty-two (32) square feet in all other zoning districts.
- HH. If said banner is in connection with a non-profit, community or neighborhood center, public, church or educational institution, said banners shall adhere to the following restrictions:

1. Such banners shall be limited to a period not exceeding thirty (30) days.
 2. Said banners must be permitted by the City Planner and must contain a site plan indicating the location(s) of said banners.
- II. If said banner is in connection with a commercial or for profit institution, said banners shall adhere to the following restrictions:
1. Said banners must be permitted by the City Planner and must contain a site plan indicating the location of said banner.
 2. Said banners must accompany a permanent ground, pole or wall sign.
 3. The requested time period for the banner must be, in the opinion of the City Planner, relative to the need.
 4. Said banners shall be limited to one (1) banner per location.
 5. Said banners must be attached to the primary building and not free standing, when applicable

1845 UNIFIED SIGN PLAN

A unified sign plan (USP) is an application requesting approval of a comprehensive sign permit establishing the size, location and design of signage on property being developed as a unit. The purpose of a USP is to provide for the establishment of signage criteria that is tailored to a specific development or location and which may vary from the provisions of this Code. The intent of the USP section is to provide for some flexibility in the sign criteria of this Code that promotes superior design through architectural integration of the site, buildings and signs.

National or international franchises shall be given reasonable consideration with respect to company standard logos and lettering styles that are an integral part of the franchise image and identity. The consideration shall not be without restriction and shall be within the boundaries of sound zoning practice and planning and in harmony with the general purpose and intent of the unified signage plan.

All unified sign plans are subject to the following restrictions:

- (1) All unified sign plans shall include the location, size, height, construction material, color, type of illumination and orientation of all proposed signs.
- (2) All unified sign plans shall be reviewed by the City of Owasso Planning Commission and shall conform to all conditions imposed by said Commission prior to the issuance of a sign permit.

- (3) Unified Sign Plans shall include all signage to be located within the perimeters of the subject site whether in excess of the provisions of the current sign code or not.
- (4) Unified Sign Plans may not propose a total sign square footage exceeding three (3) square feet of signage per every one (1) linear foot of street frontage of the subject property.
- (5) Unified Sign Plans may not include any prohibited sign.

1850 ADMINISTRATIVE PROVISIONS

Except where otherwise provided, the administrative provisions herein described shall govern all signs located within the City of Owasso.

1855 PERMITS REQUIRED

- (a) No person shall construct, structurally alter, rebuild, enlarge, extend, relocate, attach to or support by a building or structure any sign unless a permit for such sign has been issued by the City of Owasso, or unless such sign is specifically exempted from permit requirements.
- (b) It shall be unlawful to change, modify, alter, or otherwise deviate from the terms or conditions of a sign permit.
- (c) If the work authorized under a sign permit has not been completed within ninety (90) days after the date of issuance said permit shall become null and void and there shall be no refund of any fee required by this Code.
- (d) After a sign has been constructed, the applicant shall notify the Community Development Director or his/her designee, who shall inspect such sign and approve the same if it is in compliance with the provisions of this Code. The Community Development Director or his/her designee may, from time to time as he/she deems necessary, inspect all signs or other advertising structures regulated by this Code, for the purpose of ascertaining whether it is secure or whether it is in need of removal or repair.

1860 PERMIT REVOCABLE

- (a) All rights and privileges acquired under the provisions of this section, or any amendment thereto, are mere licenses revocable by the Community Development Director or his/her designee for violation of the provisions of this Code.
- (b) All canopies, ropes, networks, banners, holiday decorations, posts, radio aerials, placed in or projecting over or across any street, avenue, alley, or sidewalk, shall

be deemed nuisances unless constructed and maintained under the conditions of this Code. Permission may be granted by the Board of Adjustment to maintain a banner or holiday decoration across a street for a limited period of time upon the following terms and conditions:

- (1) That the applicant for said banners or holiday decorations be in connection with a non-profit, community or neighborhood center, public building, church building or educational institution and shall contain no advertising.
 - (2) That if the banners or decorations were affixed to private property, it be done so only after the written consent of the property owner is obtained.
 - (3) That said application be granted after the filing of a bond or insurance in a sufficient amount to protect the public and hold the City harmless from all claims and damages of any kind.
- (c) When any such condition exists as is referred to in (b) above, the Community Development Department may declare such a nuisance and order its removal and abatement. The Community Development Director or his/her designee shall give the owner or occupant of the grounds fronting thereon, or the person causing a nuisance mentioned in (b) above, a written notice that such a nuisance must be removed within forty-eight (48) hours. If such nuisance is not removed or abated within forty-eight (48) hours, the Community Development Director or his/her designee shall cause the same to be removed and abated, and shall report the cost thereof to the City Clerk. The cost of removal or abatement shall be charged against the lot or parcel of ground fronting on such nuisance or the expense may be collected from the person causing such nuisance.

1865 CONSTRUCTION, INSPECTION, AND MAINTENANCE STANDARDS

Provisions related to construction requirements shall be as follows:

MATERIALS

- (a) **Awnings.** Awnings may be constructed of cloth or metal. All frames and supports shall be constructed of metal.
- (b) **Canopy.** Canopies must be constructed of fireproof material.
- (c) **Ground Sign / Pole Mounted.** All ground signs/pole mounted, shall have a surface or facing of noncombustible materials, or material approved by the Community Development Director or his/her designee. Provided, that combustible structural trim may be used thereon.
- (d) **Ground Sign / Surface Mounted.** All ground signs/surface mounted, shall be constructed of materials approved by the Community Development Director or his/her designee.
- (e) **Marquees.** All marquees, including the anchors, bolts, supports, rods and braces

thereof, shall be constructed of noncombustible materials and approved by the Building Inspector.

- (f) Wall Signs. All wall signs shall have a surface or facing of noncombustible materials. Provided that combustible structural trim may be used thereon. However, the surface or facing and structural trim of a wall sign which is attached to a stone, brick, or masonry wall may be of exterior grade plywood having a thickness of not less than one half (1/2) inch. No plywood sign shall be illuminated or in any manner be operated or serviced by electricity.

LETTERS, BRACING, ANCHORAGE AND SUPPORTS

- (a) Awnings. Every awning shall be securely attached to and supported by the building.
- (b) Ground Sign / Pole Mounted. All letters, figures, character, or representation in cut out or irregular form, maintained in conjunction with, attached to or superimposed upon any ground sign/pole mounted shall be safely and securely built or attached to the sign structure. This does not exclude the use of standardized, changeable lettering securely mounted on sign forms. All ground signs/pole mounted shall be securely built, constructed and erected upon foundations, posts, standards or supports designed to adequately support the sign. In no case shall this Code be construed as to allow "A-frame" signs.
- (c) Ground Sign / Surface Mounted. All letters, figures, characters, or representation in cut out or irregular form, maintained in conjunction with, attached to or superimposed upon any ground sign/surface mounted shall be safely and securely built or attached to the sign structure. All ground signs/surface mounted shall be securely built, constructed and erected upon foundations, posts, standards, or supports designed to adequately support the sign. In no case shall this Code be construed to allow "A-frame" signs.
- (d) Marquees. Marquees shall be supported solely by the building to which they are attached, and no columns or posts shall be permitted as support.
- (e) Wall Signs. All wall signs shall be safely and securely attached to the building wall.

MAINTENANCE - All signs affixed or attached to the ground or surface and the premises surrounding the same shall be maintained by the owner or occupant thereof in a clean, sanitary and inoffensive condition, free and clear of all obnoxious substances, rubbish and weeds. Furthermore, all signs or other advertising structures governed by this Code, upon inspection by the Community Development Director or his/her designee and upon a finding that a sign is damaged or in need of repair, the Community Development Director or his/her designee may order the repair or removal of said sign.

OTHER REQUIREMENTS - All signs governed under this Code shall be designed and constructed according to the City building code.

1870 PERMIT FEES AND PENALTIES

PERMIT FEES - Every applicant before being granted a permit hereunder shall pay to the Community Development Director or his/her designee the following permit fee for each sign regulated under this Code. Furthermore, a permit shall not be issued until a certificate of public liability insurance in the amount of one hundred thousand dollars (\$100,000) and a certificate of employer's liability and worker's compensation insurance in an amount that is in conformity with the statutory requirements of the laws of the State of Oklahoma has been filed with and approved by the City Clerk. A double permit fee shall be charged for failure to make application for a sign permit as required.

All fees are exclusive of required electrical and building permit fees. Fees for all signs are included below:

TYPE	COST
Awning	\$15.00
Banner	\$15.00
Canopy	\$15.00
Permanent Signs (Wall Sign, Ground Sign, etc.)	\$20.00
Unified Sign Plan	\$750.00

- (a) Any application requesting a permit to install a sign with internal or external lighting will be required to purchase an electric permit in addition to the above fee schedule.
- (b) If a permit is requested for signs in different categories as outlined above, whether for one or more businesses, the full cost for the permit in each category shall be charged unless a unified sign plan is submitted.

Penalty Any person, firm or corporation violating any to the provisions of this Code shall upon conviction thereof, be fined a sum not exceeding two hundred dollars (\$200.00) or be imprisoned for a period not to exceed thirty (30) days or both so fined and imprisoned. Each day such violation is committed or permitted to continue shall constitute a separate offense. It shall be the responsibility of the Community Development Director or his/her designee to enforce all provisions of this Code.

1875 NON-CONFORMING SIGNS

A sign lawfully existing at the effective date of the adoption or amendment of this Code but which would be prohibited under the terms of this Code or amendment thereto shall be deemed non-conforming. Said signs shall remain nonconforming and may continue subject to the following provisions:

- (1) Temporary signs shall be removed within ninety (90) days of the passage of this Code. Temporary signs include, but are not limited to banners, portable, snipe and mobile signs.
- (2) Permanent, non-conforming signs may not be moved, altered or enlarged in any way without conforming to the provisions of this Code.
- (3) Permanent, non-conforming signs that are damaged or partially destroyed by any means to the extent of more than fifty (50) percent of its current replacement costs at the time of damage shall not be replaced or reconstructed without conforming to the provisions of this ordinance.

1880 SIGN VARIANCES.

The City of Owasso Board of Adjustment may grant a variance to the requirements of this Code only if the applicant demonstrates compliance with the following criteria:

- (1) That the variance is necessary due to extraordinary or peculiar circumstances related to the size, shape, topography, or location of the subject property.
- (2) That the extraordinary or exceptional conditions of the subject property are not a direct result of the actions of the applicant.
- (3) That the variance as granted represents the least deviation from the prescribed regulations necessary to accomplish the purpose for which the variance is sought and which is consistent with stated intent of this Code.
- (4) That the granting of the variance shall result in greater convenience to the public in identifying the business location for which a sign code variance is sought.
- (5) That the granting of the variance will not be detrimental to the public welfare, will not constitute a public nuisance or adversely affect public safety.
- (6) That the granting of the variance will not interfere with the location and

identification of adjacent businesses, buildings or activities.

1885 VALIDITY

If any section, subsection, sentence, clause, phrase, or portion of this Code is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Tulsa Zoning Code

City Council Adoption: 11-05-2015
Effective: 01-01-2016



Tulsa Zoning Code

City Council Adoption: 11-05-2015

Effective: 01-01-2016

Chapter 60 | Signs

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Section 60.010 General

60.010-A Purpose

The sign regulations of this section are intended to balance the following differing, and at times, competing goals:

1. To support the desired character of the city, as expressed in adopted plans, policies and regulations;
2. To promote an attractive visual environment;
3. To encourage the effective use of signs as a means of communication for businesses, organizations and individuals;
4. To provide a means of way-finding for visitors and residents;
5. To provide for reasonable business identification, advertising and communication;
6. To prohibit signs of such excessive size and number that they obscure one another to the detriment of the economic and social well-being of the city and its residents, property owners and visitors;
7. To protect the safety and welfare of the public by minimizing hazards for motorized and nonmotorized traffic;
8. To minimize the possible adverse effects of signs on nearby public and private property; and
9. To provide broadly for the expression of individual opinions through the use of signs on private property.

60.010-B Scope and Applicability

All signs within the city are subject to the regulations of this chapter and all other applicable provisions of this zoning code.

60.010-C Content Neutrality

Any sign allowed under this chapter may contain, in lieu of any other message or copy, any lawful noncommercial message that does not direct attention to a business operated for profit, or to a product, commodity or service for sale or lease, or to any other commercial interest or activity, as long as the sign complies with all size, height, location and other applicable requirements of this chapter.

60.010-D Off-premise Outdoor Advertising Signs

Off-premise outdoor advertising signs are allowed only in those locations expressly identified in this zoning code and only when such signs comply with all applicable off-premise outdoor advertising sign regulations. Provisions of this zoning code that refer to "signs" being allowed or certain types of signs being allowed (e.g., free-standing, wall, projecting) are not to be construed as references to off-premise outdoor advertising signs being allowed, unless the subject provision expressly refers to "off-premise outdoor advertising signs."

Section 60.020 Prohibited Signs and Sign Characteristics

The following signs and sign characteristics are prohibited except as otherwise expressly stated:

60.020-A Signs for which no required permit has been issued;

60.020-B Signs located in such a manner as to constitute a nuisance as provided in [Title 24, Chapter 1](#) of the Tulsa Revised Ordinances;

60.020-C Search lights, strobe lights, rotating beacon lights, flashing lights that are visible from public right-of-way, except as otherwise expressly allowed by this chapter or required by law;

60.020-D Signs located in or obstructing a required parking or loading space, or that otherwise obstruct vehicular or pedestrian access or circulation, or that pose any other hazard to motorized or nonmotorized travel;

60.020-E Signs located in or that project into the right-of-way or planned right-of-way of a public street, unless a license has been granted by the city and a special exception has been approved by the board of adjustment in accordance with the procedures of [Section 70.120](#)..

60.020-F Signs that obstruct any fire escape, required exit, window or door opening used as a means of egress;

60.020-G Signs that interfere with an opening required for ventilation, except that signs may cover transom windows when not in violation of building and fire prevention codes;

60.020-H Signs affixed directly to a tree, utility pole or traffic control device;

60.020-I Signs that obstruct, impair, obscure, interfere with the view of, or that may be confused with, any authorized traffic control sign, signal, or device;

60.020-J Sign displays with a brightness of such intensity or brilliance that they impair the vision or endanger the safety and welfare of any pedestrian, cyclist, or person operating a motor vehicle;

60.020-K Signs that violate the intersection sight distance regulations of [Title 24 \(§103.A\)](#) of the Tulsa Revised Ordinances;

60.020-L Roof signs, except as expressly allowed by ~~§60.080-B5~~;

60.020-M Signs exceeding an illumination of 70 foot candles measured at a distance of 2 feet.

60.020-N Signs attached to or painted on an inoperable or unlicensed vehicle (motorized or non-motorized) located in view of the right-of-way; and

60.020-O Signs attached to or painted on a licensed motor vehicle if the sign: (1) directs attention to a business, service, commodity, or activity offered or sold on the premises and (2) if the vehicle is parked closer to the street than the nearest building wall (does not apply to vehicles parked for the purpose of immediate loading and unloading).

Section 60.030 Sign Exceptions

The following signs are not counted as signs for purposes of determining the number of signs or amount of signage on a lot.

60.030-A Driveway Signs

1. One driveway sign may be installed at each vehicle entrance and exit to any lot occupied by an allowed nonresidential use or apartment/condo building. Such signs must be located within 10 feet of the intersection of the driveway and the street right-of-way. Driveway signs may be illuminated but may not exceed 4 square feet in area or 5 feet in height.
2. Off-street parking areas with a capacity of more than 4 vehicles, multi-tenant developments and uses on lots exceeding 80,000 square feet in area may display internal site driveway signs. Such signs must be located within 10 feet of an internal site driveway or drive aisle and may not exceed 12 square feet in area or 10 feet in height.

60.030-B Drive-through Signs

Drive-through signs are permitted in conjunction with drive-through uses, in accordance with the following regulations.

1. Location

Drive-through signs must be located within 10 feet of a drive-through lane.

2. Number and Dimensions

One primary drive-through sign not to exceed 36 square feet in area or 8 feet in height is allowed per order station up to a maximum of 2 primary drive-through signs per lot. One secondary drive-through sign not to exceed 15 square feet in area or 6 feet in height is allowed per lot.

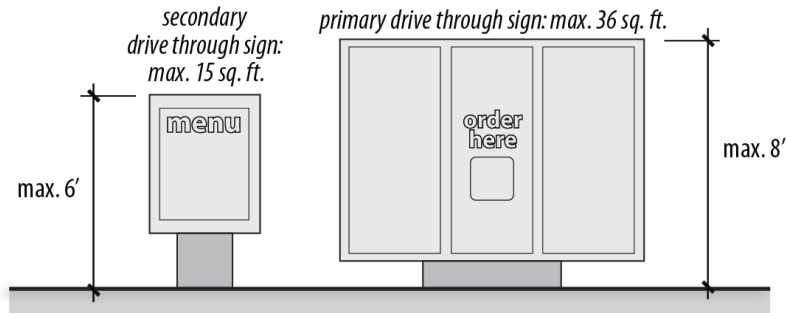
3. Residential Separation

Drive-through signs must be set back at least 50 feet from residential zoning districts.

4. Visibility

Drive-through signs must be oriented to be visible by motorists in allowed drive-through lanes.

Figure 60-1: Drive-through Signs



60.030-C Nameplates

Nameplates are allowed in all zoning districts, provided they do not exceed 2 square feet in area in residential districts or 4 square feet in area in all other districts.

60.030-D Window Signs

Window signs are allowed as sign exceptions for allowed nonresidential uses, provided they do not cover more than 25% of the area of the window to which they are affixed.

60.030-E Temporary Signs

1. Real Estate Signs

One real estate sign is allowed per street frontage, subject to the standards in [Table 60-1](#):

Table 60-1: Real Estate Signs

Regulation	AG, R, O and SR Districts	All Other Districts
Maximum Sign Area (sq. ft.)		
Minor street Frontage	8	8
All Other Street Frontages	32	80
Maximum Sign Height (feet)		
Minor street Frontage	8	8
All Other Street Frontages	15	25

2. Construction Signs

One construction sign is allowed per street frontage, subject to the following standards:

- Construction signs may not exceed 32 square feet in area or 0.50 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 400 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented.
- Construction signs may not exceed 15 feet in height.

- c. Construction signs must be removed within 2 weeks of completion of the construction or development.

3. Banners

- a. Banners attached to the wall of a building are allowed as sign exceptions for allowed nonresidential uses, provided that such banner does not exceed 32 square feet in area.
- b. Banners must be removed no later than 90 days after installation or at such time that permanent signs are installed, whichever occurs first.

4. Promotional Signs

Promotional signs are permitted as sign exceptions on lots occupied by allowed nonresidential uses. Such signs are subject to the following standards:

- a. No more than 4 promotional sign permits are allowed per business per year.
- b. A promotional sign permit may be issued for a maximum 14-day period. Any or all of the 4 allowed promotional sign time periods may run consecutively.
- c. The height of a promotional sign may not exceed the maximum allowed height of any freestanding sign allowed in the subject zoning district. In addition, any inflatable promotional signs must be set back from all property lines by a minimum distance of one foot for every one foot of sign height, as measured from ground level at the base of the sign.
- d. Promotional signs may not be mounted on the roof, except for inflatable or other non-rigid sign/displays, which may be roof-mounted.

5. Campaign Signs

Campaign signs must be removed no later than 7 days after the voting event. Campaign signs are prohibited on public property and are allowed on private property only with the consent of the owner of the subject property. In R and O zoning districts campaign signs may not exceed 16 square feet in area.

6. Special Event Signs

Special event signs are subject to city council approval. City council-approved special event signs are not subject to the sign regulations of this chapter unless otherwise expressly stated at the time of approval.

60.030-F Other Sign Exceptions

The following additional signs are also allowed as sign exceptions:

- 1. Signs of warning, directive, or instructional nature erected by or on behalf of a governmental agency;
- 2. Flags, emblems or insignia of any nation or political subdivision;
- 3. Commemorative wall plaques and memorial wall signs that are not illuminated and that do not exceed 4 square feet in area;

4. Signs that are not legible from any public right-of-way or from beyond the boundaries of the lot or parcel;
5. Signs within completely enclosed buildings, provided that such signs are oriented to be primarily visible from inside the subject building; and
6. Labels and notices on equipment or structures, provided the label or notice does not exceeding 15 square inches in area.

Section 60.040 Sign Regulations of General Applicability

60.040-A Applicability

The regulations of this section apply to on-premise wall, projecting and freestanding signs and all off-premise outdoor advertising signs, except as otherwise expressly stated. These regulations are in addition to any other applicable regulations established in this chapter.

60.040-B Required Setbacks, Spacing and Separations

1. All parts of a sign must be set back at least 10 feet of a freeway planned right-of-way.
2. All on-premise projecting signs, roof signs and freestanding signs and all off-premise outdoor advertising signs must be separated from all other roof signs, projecting signs, freestanding signs and off-premise outdoor advertising signs by a minimum distance of 30 feet. Additional spacing requirements apply between off-premise outdoor advertising signs (See [§60.080-F5](#)).
3. Signs that are visible from an R district (other than street, highway or freeway right-of-way) or from a designated residential development area must be separated from the R district or residential development area by a minimum distance of 50 feet.
4. Signs with an area of more than 300 square feet that are visible from an R district (other than street, highway or freeway right-of-way) or from a designated residential development area must be separated from the R district or residential development area by a minimum distance of 200 feet.

60.040-C Mounting Height of Wall Signs and Projecting Signs

Wall signs and projecting signs must be mounted so that no portion of the sign extends above the top of the parapet or building wall to which they are attached, except in those cases where the height of the parapet or building wall or the presence of architectural features will not accommodate a wall or projecting sign that is at least 3 feet in height. In such cases, the sign may extend above the parapet or building wall for a distance that will permit a sign with a height of up to 3 feet.

60.040-D Dynamic Displays

Unless otherwise expressly stated, all signs that include a dynamic display are subject to the supplemental regulations of [Section 60.100](#).

60.040-E Off-Premise Business Signs

Off-premise business signs may be approved for multi-tenant developments only when such developments are included in a mandatory development plan (See [Section 70.040](#)). The authority to approve off-premise business signs is intended to be

used only when the location of the identified business or activity precludes placement of a sign that is visible to motorists and pedestrians along the highest (traffic) volume street that provides access to the subject development and when the result of the approval will be in keeping with the stated purposes of this chapter (§60.010-A). The intent of this off-premise business sign authorization is to provide flexibility in overcoming the locational and visibility challenges of lots within a mandatory development plan area, not to allow an overall increase in the amount of signage allowed or encourage a proliferation of signs within the area covered by the mandatory development plan.

60.040-F Illumination

Except for authorized dynamic displays, the illumination on the face of any sign where illumination is permitted must be by constant light and may not exceed 70 foot candles measured at a distance of 2 feet from the face of the sign.

Section 60.050 Signs in R and AG Zoning Districts

60.050-A Applicability

The regulations of this section apply to signs in R districts and AG districts. See also the general regulations of [Section 60.040](#).

60.050-B Signs Allowed

The following signs are allowed in R districts and AG districts in addition to any signs allowed pursuant to [Section 60.030](#). On-premise roof signs, on-premise projecting signs and all off-premise outdoor advertising signs are prohibited in R districts and in AG districts.

1. Apartment/Condo Buildings and Neighborhood and Subdivision Identification Signs

- a. Lots occupied by one or more apartment/condo buildings are allowed a maximum of one freestanding sign per street frontage and a maximum of one wall sign per building wall. Wall signs may not exceed 32 square feet in area.
- b. Residential neighborhoods and residential subdivisions, including manufactured housing parks, are allowed a single freestanding sign at each street entrance to the neighborhood or subdivision.
- c. The freestanding signs allowed by this section may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented. Maximum height may not exceed 20 feet.

2. Nonresidential Uses

The following regulations apply to all principal nonresidential uses in R districts and AG districts.

a. Wall Signs

Nonresidential uses in R and AG districts are allowed a maximum of one wall sign per public building entrance. Such signs may not exceed 32 square feet in area.

b. Freestanding Signs

Nonresidential uses in R districts and AG districts are allowed a maximum of one freestanding sign per street frontage. Allowed freestanding signs are subject to a maximum height limit of 20 feet and may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented.

c. Dynamic Displays

Dynamic displays are prohibited in R districts and AG districts except that on a lot occupied by an allowed public, civic or institutional use, the board of adjustment is authorized to approve a special exception for the allowed wall sign or the allowed freestanding sign to include a dynamic display.

- (1) The allowed dynamic display component may not exceed 32 square feet in area, and no more than one (wall or freestanding) dynamic display is allowed per street frontage.
- (2) The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall or freestanding sign, but rather is counted as part of the maximum area of a wall or freestanding sign.
- (3) Dynamic displays in R districts and in AG districts may operate only between the hours of 7:00 a.m. and 9:00 p.m. unless otherwise expressly approved through the special exception process.
- (4) Dynamic displays are subject to the dynamic display regulations of [Section 60.100](#).

Section 60.060 Signs in Office Zoning Districts

60.060-A Applicability

The regulations of this section apply to signs in all office zoning districts. See also the general regulations of [Section 60.040](#).

60.060-B Signs Allowed

In addition to any sign exceptions allowed pursuant to [Section 60.030](#), lots in office zoning districts are allowed a maximum of one on-premise sign per street frontage. The allowed on-premise sign may be a wall sign, a projecting sign or a freestanding sign. Roof signs and off-premise outdoor advertising signs are prohibited in office districts.

60.060-C Maximum Area

Signs allowed in the OH district may not exceed 48 square feet in area or 0.50 square feet of sign area per linear foot of street frontage, whichever is greater, but

in no case may a sign in an OH district exceed 225 square feet in area. Signs allowed in all other O districts may not exceed 32 square feet in area or 0.30 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented.

60.060-D Maximum Height

Freestanding signs in the OH district may not exceed 30 feet in height. Freestanding signs in other O districts may not exceed 20 feet in height or the height of the principal building on the lot, whichever is less.

60.060-E Dynamic Displays

Dynamic displays are prohibited in O districts except that on a lot occupied by an allowed public, civic or institutional use, either the allowed wall sign or the allowed freestanding sign may include a dynamic display.

1. The allowed dynamic display component may not exceed 32 square feet in area, and no more than one (wall or freestanding) dynamic display is allowed per street frontage.
2. The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall or freestanding sign, but rather is counted as part of the maximum area of a wall or freestanding sign.
3. Dynamic displays in O districts may operate only between the hours of 7:00 a.m. and 9:00 p.m.
4. Dynamic displays are subject to the dynamic display regulations of [Section 60.100](#).

Section 60.070 Signs in SR Zoning Districts

60.070-A Applicability

The regulations of this section apply to signs in all SR zoning districts. See also the general regulations of [Section 60.040](#).

60.070-B Signs Allowed

1. On-premise Wall Signs

On-premise wall signs are allowed in SR zoning districts. Wall signs may not exceed an aggregate area of more than one square foot per linear foot of building wall to which they are attached. Wall signs are not counted against a lot's allowed sign budget, pursuant to [§60.070-C](#).

2. On-premise Projecting Signs and Freestanding Signs

On-premise projecting signs and freestanding signs are allowed in SR zoning districts. Projecting signs and freestanding signs are counted against a lot's allowed sign budget, pursuant to [§60.070-C](#). They are subject to the regulations of [§60.070-D](#).

3. On-premise Roof Signs and Off-Premise Outdoor Advertising Signs Prohibited

On-premise roof signs and off-premise outdoor advertising signs are prohibited in SR zoning districts.

60.070-C Sign Budget

1. Applicability

The sign budget provisions of this subsection govern the maximum aggregate number and combined area of all projecting and freestanding signs on a lot in an SR district, except as otherwise expressly stated.

2. Maximum Number

In addition to any sign exceptions allowed pursuant to [Section 60.030](#), lots in SR zoning districts are allowed a maximum of one projecting sign or freestanding sign per street frontage.

3. Maximum Area

The maximum aggregate sign area of all projecting and freestanding signs allowed in SR zoning districts may not exceed 0.50 square feet of sign area per linear foot of street frontage or 300 square feet, whichever is less.

60.070-D Maximum Height of Projecting Signs and Freestanding Signs

1. Projecting signs in SR districts may not exceed 20 feet in height or the height of the principal building on the lot, whichever is less. In addition, projecting signs may not extend above the top of the parapet or building wall to which they are attached except in those cases where the height of the parapet or building wall, or the presence of architectural features will not accommodate a projecting sign that is at least 3 feet in height, in which case the projecting sign may extend above the parapet or building wall for a distance that will permit a projecting sign with a height of 3 feet.
2. Freestanding signs in the SR zoning district may not exceed 30 feet in height.

60.070-E Dynamic Displays

Dynamic displays are prohibited in SR districts except that on a lot occupied by an allowed public, civic or institutional use, either the allowed wall sign or the allowed freestanding sign may include a dynamic display. The allowed dynamic display component may not exceed 32 square feet in area, and no more than one (wall or freestanding) dynamic display is allowed per street frontage. The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall or freestanding sign, but rather is counted as part of the maximum area of a wall or freestanding sign. Dynamic displays are subject to the dynamic display regulations of [Section 60.100](#).

Section 60.080 Signs in Mixed-use, Commercial and Industrial Zoning Districts

60.080-A Applicability

The regulations of this section apply to signs in all mixed-use, commercial and industrial zoning districts. See also the general regulations of [Section 60.040](#).

60.080-B Signs Allowed

In addition to any sign exceptions allowed pursuant to [Section 60.030](#), the following signs are the only signs allowed in all mixed-use, commercial and industrial zoning districts:

1. On-premise Wall Signs

On-premise wall signs are allowed in all mixed-use, commercial and industrial zoning districts. Wall signs may not exceed an aggregate area of more than 3 square feet per linear foot of building wall to which they are attached. Wall signs are not counted against a lot's allowed sign budget, pursuant to ~~§60.080-C~~.

2. On-premise Projecting Signs

On-premise projecting signs are allowed in all mixed-use, commercial and industrial zoning districts. Projecting signs are counted against a lot's allowed sign budget, pursuant to ~~§60.080-C~~. They are also subject to the regulations of ~~§60.080-D~~.

3. On-premise Freestanding Signs

Freestanding signs are allowed in all mixed-use, commercial and industrial zoning districts. Freestanding signs are counted against a lot's allowed sign budget, pursuant to ~~§60.080-C~~. They are also subject to the regulations of ~~§60.080-D~~.

4. Off-Premise Outdoor Advertising Signs

Off-premise outdoor advertising signs are subject to the regulations of ~~§60.080-F~~. Where allowed, off-premise outdoor advertising signs are counted against a lot's allowed sign budget, pursuant to ~~§60.080-C~~.

5. Roof Signs

a. Roof signs are prohibited in all mixed-use, commercial and industrial zoning districts, except that one roof sign is allowed per business address within the Downtown Entertainment District, provided that:

- (1) The sign does not include any dynamic display; and
- (2) They do not extend more than 20 feet above the point where the sign is attached to the roof, measured in a vertical line from the horizontal plane of the lowest point where the sign is attached to the roof to the horizontal plane of the highest location on the sign's structure.

b. Roof signs are counted against a lot's allowed sign budget, pursuant to ~~§60.080-C~~, and no individual roof sign may exceed 500 square feet in area.

c. Only major street frontage along that portion of the subject lot that is occupied by the business displaying the sign may be counted in determining the maximum sign area of a roof sign allowed under this section.

60.080-C Sign Budget

1. Applicability

The sign budget provisions of this subsection govern the maximum aggregate number and combined area of all projecting, roof, freestanding and off-premise outdoor advertising signs allowed on a lot in mixed-use, commercial and industrial zoning districts, except as otherwise expressly stated.

2. Maximum Number

a. Lots with Frontage on Only Minor Streets

Lots with frontage on only minor streets are allowed a maximum of one freestanding or projecting sign per lot.

b. Lots with Frontage on Major Streets

The maximum aggregate number of projecting, freestanding and off-premise outdoor advertising signs allowed on lots with frontage on one or more major streets may not exceed the limits established in [Table 60-2](#).

Table 60-2: Maximum Aggregate Number of Signs

Zoning District	Maximum Aggregate Number of Signs Allowed
CG, CH, and CBD	1 per 100 feet of major street frontage or fraction thereof
CO, CS and IL	1 per 150 feet of major street frontage or fraction thereof
IM and IH	1 per 200 feet of major street frontage or fraction thereof

3. Maximum Area

a. Lots with Frontage on Only Minor Streets

Signs allowed on lots with frontage on only minor streets may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented.

b. Lots with Frontage on Major Streets

- (1) The maximum aggregate sign area of all on-premise projecting and freestanding signs and off-premise outdoor advertising signs allowed on lots with frontage on one or more major streets may not exceed the limits established in [Table 60-3](#):

Table 60-3: Maximum Aggregate Sign Area

Zoning District	On-premise Projecting and Freestanding Signs & Off-premise Outdoor Advertising Signs (sq. ft. per linear foot of major street frontage)			
	Not Within Freeway Sign Corridor[1]		Within Freeway Sign Corridor	
	If More than 1 Such Sign	If Only 1 Such Sign	If More than 1 Such Sign	If Only 1 Such Sign
MX, CO and CS	1	2	1	2
CG, CH, CBD, IL, IM and IH	1	2	2	3

[1] Off-premise outdoor advertising signs are prohibited outside of freeway sign corridors and prohibited in MX districts.

- (2) In addition to the maximum aggregate sign area limits, individual on-premise projecting and freestanding signs may not exceed 500 square feet in area. Individual off-premise outdoor advertising signs may not exceed 672 square feet in area.

60.080-D Maximum Height of On-premise Projecting and Freestanding Signs

1. Lots with Frontage on Only Minor Streets

On-premise projecting signs and freestanding signs on lots with frontage on only minor streets may not exceed 20 feet in height or the height of the principal building on the lot, whichever is less.

2. Lots with Frontage on Major Streets

On-premise projecting signs and freestanding signs on lots with frontage on major streets may not exceed 25 feet in height, except that a maximum height of 40 feet is allowed if the sign is set back from the planned right-of-way line at least one foot for each foot of sign height in excess of 25 feet. Projecting signs and freestanding signs may not exceed 40 feet in height unless the subject lot abuts a freeway, in which case the maximum allowed height is 50 feet.

60.080-E Dynamic Displays on On-premise Wall, Projecting and Freestanding Signs

A maximum of one of the on-premise wall signs, projecting signs or freestanding signs allowed on a lot in a mixed-use, commercial or industrial zoning district may include a dynamic display. The dynamic display may not exceed the maximum sign area allowed for the respective sign type or 48 square feet, whichever is less. The sign area allowed for a dynamic display is not in addition to the maximum sign area allowed for a wall, projecting or freestanding sign, but rather is counted as part of the maximum area of the wall, projecting or freestanding sign. Only one, contiguous dynamic display is allowed on a wall, projecting or freestanding sign face. Off-premise outdoor advertising signs that incorporate a dynamic display are subject to the dynamic display regulations of [Section 60.100](#).

60.080-F Off-premise Outdoor Advertising Signs

Off-premise outdoor advertising signs are allowed only in compliance with regulations of this subsection (~~§60.080-F~~).

1. Where Allowed

Off-premise outdoor advertising signs are a use allowed in commercial and industrial zoning districts but only when located in a freeway sign corridor. Off-premise outdoor advertising signs are prohibited in mixed-use zoning districts. Any waiver, modification, or variance to off-premise outdoor advertising sign location regulations is considered a use variance and is thereby prohibited in accordance with ~~§70.130-B1~~.

2. Maximum Number and Area

The maximum number and area of allowed off-premise outdoor advertising signs is governed by the sign budget provisions of ~~§60.080-C~~.

3. Maximum Height

Off-premise outdoor advertising signs may not exceed 50 feet in height, except when the adjacent freeway is elevated 10 feet or more above grade in the location where the sign is to be located, in which case the off-premise outdoor advertising sign may be a maximum of 20 feet in height above the centerline of the travel lanes of the freeway.

4. Orientation

All off-premise outdoor advertising signs must be oriented to be primarily visible from the adjacent freeway.

5. Required Setbacks, Spacing and Separations

- a. All off-premise outdoor advertising signs must be separated by a minimum distance of 1,200 feet from any other off-premise outdoor advertising sign except when the subject signs are separated by and on opposite sides of the same freeway.
- b. Off-premise outdoor advertising signs must be separated by a minimum distance of 150 feet from any public park.
- c. Off-premise outdoor advertising signs that are visible from an R district (other than street, highway or freeway right-of-way) or from a designated residential development area must be separated from the R district or residential development area by a minimum distance of 150 feet if the sign does not exceed 300 square feet in area and by a distance of at least 200 feet if the sign is greater than 300 square feet in area.
- d. See [§60.040-B](#) for setback, spacing and separation regulations generally applicable to all signs.

6. Number of Sign Faces

Off-premise outdoor advertising signs may not have more than 2 sign faces. See also [§60.130-A3](#).

7. Cutouts and Extensions

Cutouts or extensions are permitted and do not count in calculating the sign area of an off-premise outdoor advertising sign unless the cutouts or extensions exceed 15% of the sign face, in which case the cutout or extension area in excess of 15% of the sign face area does count.

8. Posts and Columns

Off-premise outdoor advertising signs that are freestanding may not be supported by more than one post or column unless required by site engineering considerations, as certified by a registered professional engineer.

9. Illumination

- a. Illumination on the face of any off-premise outdoor advertising sign may not exceed 70 foot-candles.
- b. Any illumination must be by constant light unless otherwise expressly stated.
- c. No off-premise outdoor advertising sign may contain flashing, blinking or traveling lights or reflective glitter.

10. Conversion

A sign permitted as an off-premise outdoor advertising sign may not be converted to any other type of sign without first obtaining a permit. The reverse is also true.

11. Dynamic Displays

- a. Off-premise outdoor advertising signs that incorporate a dynamic display are subject to the dynamic display regulations of [Section 60.100](#).
- b. No off-premise outdoor advertising sign with a dynamic display may be modified, extended, or enlarged until a permit has been issued for its installation and use as a dynamic display sign.
- c. The conversion of an off-premise outdoor advertising sign into an off-premise outdoor advertising sign with a dynamic display is considered a change of use requiring a permit as if it was an entirely new sign.
- d. A nonconforming off-premise outdoor advertising sign may not be modified, changed or converted into a dynamic display off-premise outdoor advertising sign unless it complies with all requirements of this zoning code, and all setback, spacing and separation requirements have been verified.

Section 60.090 Signs in Special Districts

60.090-A AG District

See [Section 60.050](#).

60.090-B PK District

In addition to any sign exceptions allowed pursuant to [Section 60.030](#), a maximum of one on-premise freestanding sign is allowed on a lot in a PK (Parking) zoning district. The freestanding sign may not exceed 32 square feet in area or 0.20 square feet of sign area per linear foot of street frontage, whichever is greater, but in no case may the sign exceed 150 square feet in area. The maximum sign area calculation must be based on the street frontage to which the sign is oriented.

60.090-C CO District

Signs in CO districts are subject to same regulations that apply in mixed-use, commercial and industrial zoning districts (see [Section 60.080](#)). They are subject to review as part of development plan approval process (see [Section 70.040](#)).

60.090-D IMX District

1. Applicability

The regulations of this section apply to signs in all IMX zoning districts. See also the general regulations of [Section 60.040](#).

2. Signs Allowed

In addition to any sign exceptions allowed pursuant to [Section 60.030](#), the following signs are the only signs allowed in IMX zoning districts:

- a. Directional and way-finding signs;
- b. On-premise building signature signs;
- c. On-premise wall signs;
- d. On-premise projecting signs;
- e. On-premise canopy signs;

- f. On-premise marquee signs; and
- g. On-premise, monument-style ground signs.

3. Directional and Way-Finding Signs

Directional and way-finding signs for business establishments located in the IMX district may be permitted by special exception within the lot containing the use. Such signs are subject to conditions (including but not limited to regulation of the location, number, sign area and height of such signs) established by the board of adjustment in approving the special exception.

4. On-Premise Wall signs, Projecting Signs, Canopy Signs, and Marquee Signs

a. When Allowed

On-premise wall, projecting, canopy and marquee signs are permitted only for business establishments located within the ground- floor level, second-floor level, and third-floor level of a building.

b. Business Establishments

For purposes of administering interpreting and enforcing the IMX district sign regulations of this section, the term “business establishment” means a space within a building occupied for a use permitted by right or special exception in the IMX district, except for residential uses.

c. Maximum Number

- (1) A maximum of 3 such signs are permitted for each business establishment located within the ground-floor level of a building and having a façade that faces a street.
- (2) A maximum of 2 such signs are permitted for each business establishment located within the second-floor level or third-floor level of a building and having a façade that faces a street.
- (3) One additional such sign is permitted for each business establishment located within the ground-floor level, second-floor level or third-floor level of a building and occupying a corner space that faces two streets. Such additional sign must be oriented toward the additional street.
- (4) Only one of the allowed signs may be projecting along each street-facing façade of the subject business establishment.
- (5) If the subject business establishment is identified on a ground sign that is permitted for the building in which the business establishment is located, the number of wall, projecting, canopy and marquee signs otherwise permitted for the business establishment is reduced by one for each ground sign in which the business establishment is identified

d. Maximum Area

No individual projecting sign may exceed 12 square feet in area, and no other individual sign may exceed 60 square feet in area, provided that the total area of all on-premise wall, projecting, canopy and marquee signs

permitted for a business establishment may not exceed 10% of the area of the street-facing façade of the subject business establishment

e. Location and Height

Permitted on-premise wall, projecting, canopy and marquee signs must be located directly above the independent entrance to the subject business establishment identified on the sign or directly above or adjacent to windows in the street-facing façade of the business establishment and within the area of the street-facing façade of the building establishment, provided, however

- (1)** No portion of a sign permitted for a ground-floor level business establishment may be located more than 35 feet above the elevation of the nearest curb.
- (2)** No portion of a sign permitted for a second-level or third-level business establishment may be located more than 50 feet above the elevation of the nearest curb.
- (3)** No portion of any sign may extend above the top of a parapet or building wall upon which it is located

5. Ground signs

a. When Allowed

Ground signs are permitted only for business establishments within a building containing more than 25,000 square feet of floor area.

b. Maximum Number

If the building for which a ground sign is permitted faces only one street, a maximum of one ground sign is permitted. If the building faces 2 or more streets, a maximum of 2 ground signs is permitted, provided that each sign is oriented toward a different street.

c. Size and height

Ground signs may not exceed 18 feet in length and 2 feet in depth, measured from the outer edges of the ground sign, and 5 feet in height measured from the lowest point of the elevation of the nearest curb to the highest point of the ground sign.

6. Building Signature Signs

- a.** A building signature sign is a sign that identifies the owner of the building or a business establishment located in the building that occupies more than 50% of the floor area of the subject building.
- b.** Building signature signs are permitted only on buildings 4 or more stories in height, provided no part of such sign may extend above the top of the parapet or building wall upon which it is located.
- c.** Only one building signature sign is permitted per exterior building wall.
- d.** The sign area of a building signature sign may not exceed 5% of the area of the wall to which it is affixed or 300 square feet, whichever is less.

- e. All sides of the building that display a building signature sign must contain the exact copy that is displayed on any other side of the building that displays a building signature sign

7. Prohibited signs:

In addition to the signs prohibited by [Section 60.020](#), the following signs are expressly prohibited in the IMX district:

- a. Off-premise outdoor advertising signs;
- b. Dynamic displays;
- c. Inflatable signs; and
- d. Roof signs.

60.090-E MPD District

Except as otherwise expressly allowed as part of an approved MPD development plan:

- 1. Residential development areas are subject to the sign regulations that apply to R districts; and
- 2. Nonresidential development areas are subject to the sign regulations that apply to CS districts.

Section 60.100 Dynamic Displays

The supplemental regulations of this section apply to all signs with dynamic displays. Except as otherwise expressly stated, these regulations apply whether incorporated into off-premise outdoor advertising signs or on-premise signs that are allowed to include a dynamic display.

60.100-A The images and messages displayed on a dynamic display must have a minimum dwell time of at least 8 seconds and may not contain any movement, animation, audio, video, pyrotechnics or other special effects.

60.100-B The transition or change from one message to another must occur in one second or less and involve no animation or special effects.

60.100-C The images and messages displayed must be complete in and of themselves within the required dwell time.

60.100-D Dynamic displays may not be located within 50 feet of the driving surface of a signalized intersection, measured horizontally in a straight line from the nearest point of the sign structure to the nearest point of the intersection.

60.100-E Dynamic displays may not be located within or within 20 feet of the driving surface of a street, measured horizontally in a straight line from the nearest point of the sign structure to the nearest point of the street curb or edge of the traveled roadway marked or understood as such.

60.100-F Dynamic displays may not be located within 200 feet of any of the following: (1) an R district (other than street, highway or freeway right-of-way); (2) a residential development area. This separation distance does not apply if the dynamic display is not visible from the referenced district, area or lot, and the requirements may be modified in R and AG districts if approved through the special exception process.

Required separation distances must be measured horizontally in a straight line from the nearest point on a sign structure to the nearest point of an R district or residential development area boundary.

- 60.100-G** Dynamic displays must be equipped with a default mechanism that freezes the display in one position or presents a static or blank display if a malfunction occurs.
- 60.100-H** Dynamic displays must be equipped with a light detector/photocell that automatically adjusts the display's brightness according to natural ambient light conditions.
- 60.100-I** The maximum brightness level of a dynamic display may not exceed 6,500 nits (candelas per square meter) during daylight hours or 500 nits between 30 minutes after sunset and 30 minutes before sunrise, as those times are determined by the National Weather Service (Actual Time). Brightness must be measured from the brightest element of the sign's face.
- 60.100-J** Any outdoor advertising sign that includes a dynamic display that was lawfully established before January 1, 2010, must be separated by a minimum distance of 1,200 feet from any other outdoor advertising sign that includes a dynamic display. This spacing limitation does not apply between signs separated by a freeway. The 1,200-foot distance must be measured in a straight line from the center of the subject sign structures, as located on the ground.
- 60.100-K** Except as provided in [§60.100-J](#), any outdoor advertising sign that includes a dynamic display and that was approved by a permit issued on or after January 1, 2009, must be separated by a minimum distance of 1,200 feet from any other outdoor advertising sign that includes a dynamic display facing the same traveled way. The 1,200-foot distance must be measured in a straight line from the center of the subject sign structures, as located on the ground.

Section 60.110 Administration

- 60.110-A** Any person proposing to erect any sign requiring a sign permit must submit a sign permit application to the development administrator. Applications for such permit must be accompanied by detailed plans, including scaled drawings of the proposed sign, a detailed site plan and other information deemed necessary by the development administrator to determine compliance with applicable regulations.
- 60.110-B** Sign permit fees must be paid prior to the issuance of a sign permit.
- 60.110-C** If the work associated with a sign permit has not been completed within 180 days of the date of the issuance of the permit, such permit will lapse and become null and void.

Section 60.120 Nonconforming Signs

See [Section 80.060](#).

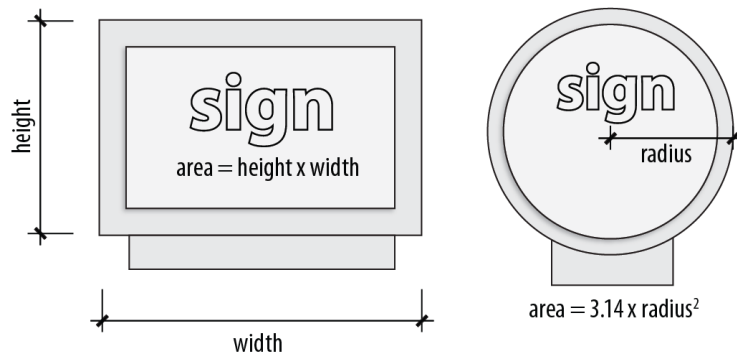
Section 60.130 Rules of Measurement

60.130-A Sign Area

1. Signs Enclosed in Frames or Cabinets

The area of a sign enclosed in a frame or cabinet is determined based on the outer dimensions of the frame or cabinet surrounding the sign face (see [Figure 60-2](#)).

Figure 60-2: Sign Area Measurement (Signs in Cabinets or Frames)



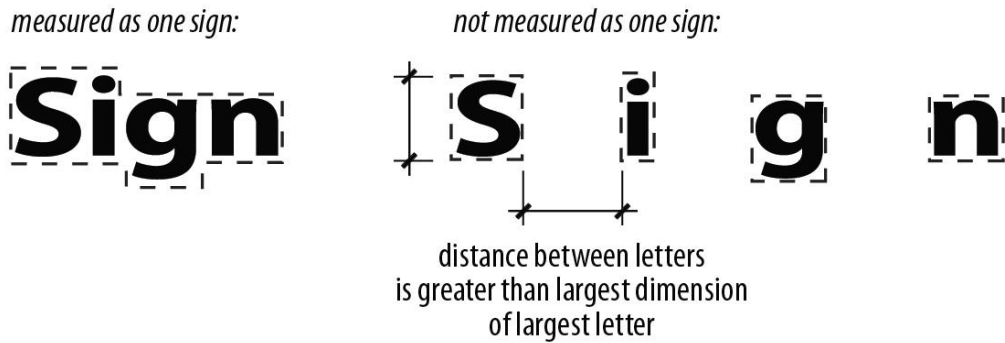
2. Channel (individual) Letter Signs

- a. The area of a sign comprised of individual letters or elements attached to a building wall is determined by calculating the area of the smallest geometric figure (e.g. square, rectangle, circle, polygon, etc.) that can be drawn around the letters and/or elements (see [Figure 60-3](#)).
- b. Signs consisting of individual letters and/or elements will be measured as one sign when the distance between the letters and/or elements is less than the largest dimension of the largest sign letter (see [Figure 60-4](#)).

Figure 60-3: Sign Area Measurement (Individual Letter Signs)



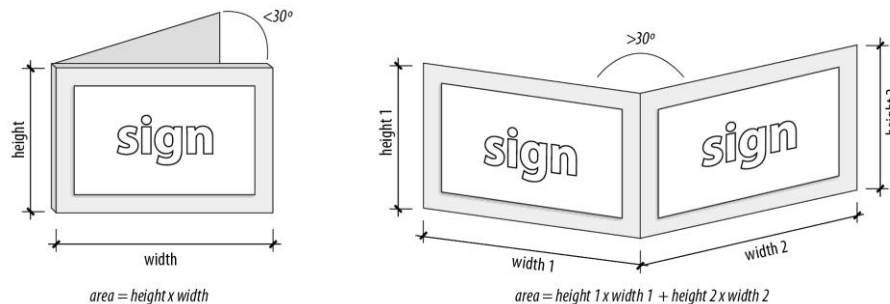
Figure 60-4: Sign Area Measurement (Single vs. Multiple Signs)



3. Multi-Sided Signs

Unless otherwise expressly stated, when the sign faces of a multi-sided sign are parallel or within 30 degrees of parallel, only one side is counted for the purpose of determining the area and number of signs. If the sign faces are not parallel or within 30 degrees of parallel, all sign faces are counted (see [Figure 60-5](#)).

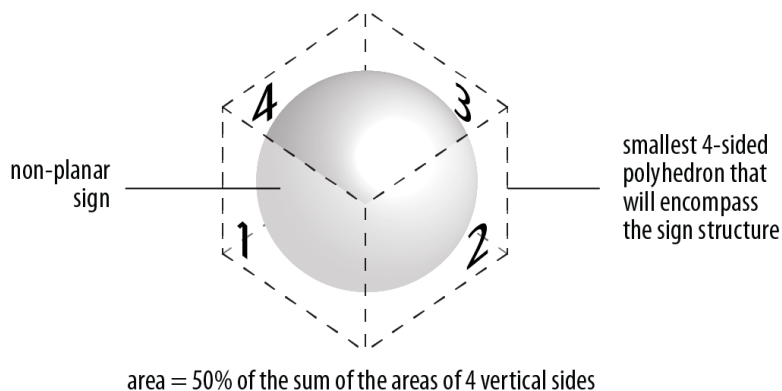
Figure 60-5: Multi-Sided Signs



4. Non-planar Signs

Spherical, free-form, sculptural or other non-planar sign area is measured as 50% of the sum of the areas using only the 4 vertical sides of the smallest 4-sided polyhedron that will encompass the sign structure. Signs with greater than 4 polyhedron faces are prohibited.

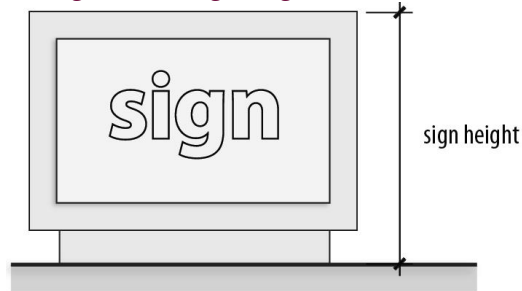
Figure 60-6: Non-Planar Sign Measurement



60.130-B Sign Height

The height of a sign is measured as the vertical distance from curb level to the highest point of the sign.

Figure 60-7: Sign Height Measurement



60.130-C Setback, Spacing and Separation Distances

1. Required setback, spacing and separation distances between signs must be measured in a straight line from the nearest points on the respective sign structures. Required separation distances between signs and zoning districts, area or lots must be measured in a straight line from the nearest point on the sign structure to the nearest point of the subject district, area or lot.
2. The required separation distance between off-premise outdoor advertising signs must be measured in a straight line from the center of the respective off-premise outdoor advertising sign structures, as located on the ground.

60.130-D Illumination and Luminance

1. Foot-Candles

Sign illumination in foot-candles is measured 2 feet from the sign face.

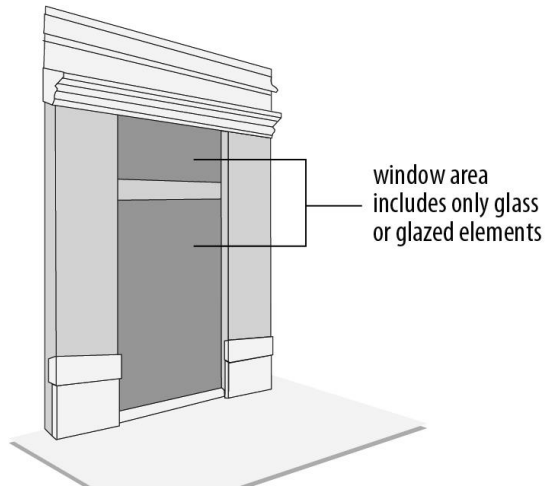
2. Nits

For the purpose of verifying compliance with maximum brightness level limits expressed in "nits," brightness levels must be measured with the dynamic display set to run full white copy with a luminance meter positioned at a location perpendicular to the sign face center. When taking the luminance reading, the sign face must be the only subject visible in the viewfinder.

60.130-E Window Area

The area of a window includes only the glass or glazed elements of the window. Frames, mullions and similar features are not counted as part of the window area (see [Figure 60-8](#))

Figure 60-8: Measurement of Window Area



11-11-21: USE UNIT 21 BUSINESS SIGNS AND OUTDOOR ADVERTISING:

A. Purposes: This section is adopted for the following purposes:

1. To encourage the effective use of signs as a means of communication in the city.
2. To maintain and enhance the aesthetic environment and the city's ability to attract sources of economic development and growth.
3. To minimize the possible adverse effects of signs on nearby public and private property.
4. To enable the fair and consistent enforcement of these sign restrictions.

B. Definitions And Interpretation: For the purposes of this section, the following definitions shall apply:

ANIMATED SIGN: Any sign that uses movement or change of lighting to depict action or create a special effect or scene.

BANNER: Any sign of lightweight fabric or similar material that is permanently mounted to a pole by a permanent frame at one or more edges. National flags, state or municipal flags, or the official flag of any institution or business shall not be considered banners.

BILLBOARD: A sign that directs attention to a business, commodity, service, or entertainment conducted, sold, or offered at a location other than the premises on which the sign is located.

CHANGEABLE COPY SIGN: A sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign. A sign on which the message changes more than eight (8) times per day shall be considered an animated sign and not a changeable copy sign for purposes of this section. A sign on which the only copy that changes is an electronic or mechanical indication of time or temperature shall be considered a "time and temperature" portion of a sign and not a changeable copy sign, for purposes of this section.

FLAG: Any fabric, banner, or bunting containing distinctive colors, patterns, or symbols, used as a symbol of a government, political subdivision, or other entity.

GROUND LEVEL: Immediate surrounding grade.

GROUND SIGN: A sign mounted at or near ground level, the face of which is no more than thirty six inches (36") and no less than twenty four inches (24") above the centerline of the adjacent street or right of way.

INCIDENTAL SIGN: A sign, generally informational, that has a purpose secondary to the

use of the lot on which it is located, such as "no parking", "entrance", "loading only", "telephone", and other similar directives. No sign with a commercial message legible from a position off the lot on which the sign is located shall be considered incidental.

LOT: Any piece or parcel of land or a portion of a subdivision, the boundaries of which have been established by some legal instrument of record, that is recognized and intended as a unit for the purpose of transfer of ownership.

NONCONFORMING SIGN: Any sign that does not conform to the requirements of this section.

OFF PREMISES SIGN: A sign directing attention to a business, profession, commodity, service or entertainment conducted, sold or offered elsewhere than upon the premises where the sign is maintained, including, but not limited to, billboard signs.

OFFICE PARK: A project of one or more buildings that has been planned as an integrated unit or cluster on property that is under unified control or ownership.

PENNANT: Any lightweight plastic, fabric, or other material, whether or not containing a message of any kind, suspended from a rope, wire, or string, usually in series, designed to move in the wind.

PORTABLE SIGN: Any sign not permanently attached to the ground or other permanent structure, or a sign designed to be transported, including, but not limited to, signs designed to be transported by means of wheels; signs converted to A- or T-frames; balloons used as signs; umbrellas used for advertising; and signs attached to or painted on vehicles parked and visible from the public rights of way, unless said vehicle is used in the normal day to day operations of the business.

PROJECTING SIGN: Any sign affixed to a building or wall in such a manner that its leading edge extends more than eighteen inches (18") beyond the surface of such building or wall.

RESIDENTIAL SIGN: Any sign located in a district zoned for residential uses that contains no commercial message except advertising for goods or services legally offered on the premises where the sign is located, if offering such service at such location conforms with all requirements of this title.

ROOF SIGN: Any sign erected and constructed wholly on and over the roof of a building, supported by the roof structure, and extending vertically above the highest portion of the roof.

SETBACK: The distance from the property line to the nearest part of the applicable building, structure, or sign, measured perpendicularly to the property line.

SHOPPING CENTER: A commercial area consisting of two (2) or more retail businesses providing convenience goods, general merchandise, office or recreational activities providing for off street parking adjacent to such activities.

SIGN: Any device, fixture, placard, or structure that uses any color, form, graphic, illumination, symbol, or writing to advertise, announce the purpose of, or identify the purpose of a person or entity, or to communicate information of any kind to the public.

SINGLE OFFICE BUILDING: An office building containing four (4) or fewer tenants.

STREET: A strip of land or way subject to vehicular traffic (as well as pedestrian traffic) that provides direct or indirect access to property, including, but not limited to, alleys, avenues, boulevards, courts, drives, highways, lanes, places, roads, terraces, trails, or other thoroughfares.

STREET FRONTAGE: The distance for which a lot line adjoins a public street, from one lot line intersecting said street to the furthest distant lot line intersecting the same street.

STRIP PLAZA: A linear arrangement of two (2) or more businesses under one or many ownerships or management providing off street parking and consisting of a similar or compatible architectural or graphic character or theme.

WALL SIGN: Any sign attached parallel to, but within eighteen inches (18") of, a wall, or erected and confined within the limits of an outside wall of any building or structure, that is supported by such wall or building, and that displays only one sign surface.

WINDOW SIGN: Any sign, picture, symbol, or combination thereof, designed to communicate information about an activity, business, commodity, event, sale, or service that is placed inside a window or upon the window panes or glass and is visible from the exterior of the window.

C. Sign Heights:

1. Maximum sign height for pole signs shall be thirty five feet (35') with a minimum of eight and one-half feet (8.5') of clearance from the ground to the bottom of the sign.
2. Maximum sign height of ground signs shall be four feet (4').

D. Sign Requirements For Commercial, Office And Industrial Districts: The following types of signs, subject to the limitations prescribed for them, shall be the only signs permitted for uses authorized in the commercial, office, and industrial zoning districts of the city. In no instance will a sign be allowed to be placed in the public right of way. No sign that constitutes a traffic hazard shall be permitted. Pole signs and ground signs shall be set back a minimum of fifteen feet (15') from any side property line.

1. **Single Business Location (1 Building/1 Tenant):** The occupant of a single business structure may have no more than one pole or ground sign on each street upon which the structure fronts. The total area of signage shall not exceed one square foot of sign for every linear foot of street frontage of the applicable building, subject to the following restrictions:

- a. The occupant of a single business structure may have no more than one wall sign for each street upon which the structure fronts. The total area of signage shall not exceed one and one-half ($1\frac{1}{2}$) square feet of sign for every linear foot of front footage of the applicable building with a maximum wall sign size of three hundred (300) square feet.
- b. If the occupant of a single business structure elects to use a wall sign, the wall sign shall not be higher than the roofline or fascia of the building.
- c. If the occupant elects to use changeable copy, only one of the signs, wall or ground sign, may have changeable copy.

2. Single Office Building (With 4 Or Fewer Tenants): Each business within a single office building that has an exterior entrance shall be allowed one wall mounted sign no larger than four (4) square feet adjacent to the entrance, and subject to the total sign square footage limitations set in subsection D1 of this section.

3. Strip Plazas, Office Parks And Shopping Centers:

- a. Strip plazas, office parks, and shopping centers shall be allowed to display one sign on each street upon which the structure fronts. The maximum height for all signs in strip plazas, office parks, and shopping centers shall be thirty five feet (35'). The maximum size of the sign shall be thirty six (36) square feet, plus a maximum of eight (8) square feet for each additional tenant. The minimum clearance from the ground must be no less than eight and one-half feet ($8\frac{1}{2}$ '). Signs shall not be placed on any right of way.
- b. Each individual business within the strip plaza, office park, or shopping center shall be allowed to display one wall sign. The size of the wall sign shall be computed by taking the length of the wall of the tenant's leased area and multiplying it by 1.5 (the length of the wall in linear feet times 1.5 = total square feet allowed for sign). The maximum square footage wall sign allotment shall not exceed one hundred fifty (150) square feet.

E. Residential Signs: The following types of signs, subject to the limitations prescribed for them, shall be the only signs permitted for use within the residential, apartment, and manufactured housing zoning districts of the city.

1. Subdivision Entrance Signs: In single-family detached residential developments that have an approved plat of record, there shall be permitted two (2) signs at the intersection of every major street within the subdivision. The entrance signs shall be permanent signs constructed of brick, stone, concrete or similar material and shall contain only the name of the subdivision. The planning commission must approve height and size of the sign, as well as the setback distance from the road right of way.

2. Temporary Signs:

- a. In all residential districts, one temporary sign shall be permitted per property. Said signs shall not exceed the dimensions of two feet by three feet (2' x 3'), with a total maximum sign face area of six (6) square feet per face, with a maximum of two (2) faces on a single plane of material. The maximum height of said signs shall be five feet (5'), and said signs shall be set back no less than five feet (5') outside of the right of way.
- b. Two (2) temporary signs conveying information about new subdivisions are permitted. Signs shall not be allowed on any right of way. Signs shall be removed within one year of issuance.

F. Civic Signs: The following types of signs, subject to the limitations prescribed for them, shall be the only signs permitted for use by churches, schools, clubs, and other nonprofit organizations located in the city. In no instance will a sign be allowed to be placed in the public right of way.

1. **Ground Signs:** Each civic organization shall be allowed one ground sign per location. This sign shall have a height no greater than four feet (4'), an area of no more than twenty four (24) square feet and shall not be placed on the right of way.
2. **Wall Signs:** Each civic organization may have one wall sign. The total area of signage shall not exceed one and one-half (1½) square feet of sign for every foot of front footage of the applicable building.
3. **Changeable Copy Sign:** In lieu of the ground sign set out in subsection F1 of this section, the civic organization may have a changeable copy sign.

G. Temporary Signs: A civic organization may request permission from the building inspector for a temporary conditional use sign. The temporary sign, which may be made of fabric, but cannot be a portable sign, shall not exceed thirty two (32) square feet nor be higher than six feet (6'). Temporary signs issued will be able to be displayed for a time of one month.

H. Exempt Signs: The following signs are exempt from the provisions of this section:

1. Official public notices and notices posted by public officers in the performance of their duties.
2. Governmental signs for the control or direction of traffic and other regulatory purposes.
3. Flags or emblems of the United States, the state of Oklahoma, or their political subdivisions. The flag shall not exceed sixty (60) square feet in area and shall not be flown from a pole, the top of which is more than forty feet (40') in height.
4. Memorial plaques, cornerstones, historical tablets, and the like.

5. Signs not legible off the lot upon which they are situated, such as drive-up menu boards at drive-in eating places.
6. Small, illuminated or nonilluminated incidental signs, none exceeding four (4) square feet in surface area.
7. Political signs. Such signs shall be permitted for no longer than ninety (90) days, prior to the date of the election.

I. Nonconforming Signs:

1. Intent: Signs that were legally in existence prior to the adoption of this section that do not conform to the provisions of this section are declared nonconforming signs.

2. General Nonconforming Sign Provisions:

- a. Subject to the exceptions hereinafter set forth, any nonconforming signs may be continued in operation and maintenance after the effective date hereof; provided, that nonconforming signs shall not be:

- (1) Changed to or replaced with another nonconforming sign.

- (2) Structurally altered so as to extend their useful life.

- (3) Expanded.

- (4) Relocated.

- (5) Reestablished after damage of more than fifty percent (50%) of the value at the time of such damage or destruction.

- (6) Modified in any way that would increase the degree of nonconformity of such sign.

- b. Nothing in this subsection shall prevent the strengthening or restoring to a safe condition of any portion of a sign or structure declared unsafe by the building inspector. Such signs may be improved only to the extent that such improvement does not exceed fifty percent (50%) of the current market value of the existing sign structure.

3. Termination Of Nonconforming Signs:

- a. Any nonconforming sign or sign structure that is partially destroyed by fire, accident, or natural cause beyond fifty percent (50%) of its current market value shall thereafter be removed or reconstructed in conformance to the provisions of this section.
 - b. Any nonconforming sign or sign structure that is improved and altered to comply with the provisions of this section shall thereafter be considered as conforming.

- c. Any nonconforming on premises sign shall be removed or brought into compliance with this section immediately upon a change in the principal use or ownership of the site.

J. Prohibited Signs:

1. General:

- a. Off premises signs that carry a commercial message.
 - b. Signs that are not securely affixed to the ground, or otherwise affixed in a permanent manner to an approved supporting structure.
 - c. Portable signs, whether or not they have been permanently attached to the ground or a structure.
 - d. Projecting signs.
 - e. Roof signs.
 - f. Billboards.
 - g. No sign or other device regulated by this section shall be erected or continue to be displayed in such a manner as to obstruct the free and clear vision of vehicle drivers; or at any location where, by reason of the position, shape, or color, it may interfere with, obstruct the view of, or be confused with any authorized traffic or government sign, signal, or device; or that makes use of the words "stop", "look", "danger", or any other word, phrase, symbol, or character in such a manner as to interfere with, mislead, or confuse traffic.
 - h. No sign or advertising device shall be erected on, be placed on, projected, or overhang any right of way, walkway, street, alley, or easement.
 - i. It shall be unlawful to use a vehicle or a trailer as a sign in circumvention of this section.
 - j. No signs shall be placed on any private property without the consent of the owner thereof.
 - k. No signs shall be placed or painted on any tree or rock.
 - l. No signs shall be placed on any utility pole except for utility identification or similar purposes.
- 2. Placing Signs On Public Property:** No signs shall be allowed on public property except for the following:
- a. Permanent signs, including:

(1) Public signs erected by or on behalf of a governmental body to post legal notices, identify public information, and direct or regulate pedestrian or vehicular traffic.

(2) Bus stop signs erected by a public transit company that contain no commercial message.

(3) Informational signs of a public utility regarding its poles, lines, pipes, or facilities.

b. Temporary signs for which a permit has been issued in accordance with this section that shall be issued only for signs containing no commercial message.

c. Emergency signs, including emergency warning signs erected by a governmental agency, a public utility company, or a contractor doing authorized or permitted work within the public right of way. (Ord. 00-07, 4-17-2000)

K. Structural Requirements: All signs shall comply with the pertinent requirements of the international building code and the national electrical code. (Ord. 00-07, 4-17-2000; amd. 2011 Code)

L. Inspection, Removal And Safety:

1. Inspection: All signs shall be inspected periodically by the building inspector/code enforcement officer for compliance with this section.

2. Maintenance: All signs and components thereof shall be kept in good repair and in safe, neat, clean, and attractive condition.

3. Removal Of Sign: The inspector shall give written notice of the removal of any permanent sign erected or maintained in violation of this section. Upon failure to comply with this notice, the inspector shall issue a summons to the owner into municipal court. Temporary signs erected or maintained in violation of this section may be removed by the inspector without notice. The inspector shall remove any sign immediately and without notice if the sign presents an immediate threat to the safety of the public. Any sign that is not in compliance with this section may be removed by the city. Any sign removal shall be at the expense of the property owner.

M. Permits And Fees:

1. Permit And Fee Requirement: All permanent signs permitted under this section shall require a permit.

2. Application For Permit: The permit application shall contain the location of the sign structure; the name and address of the sign owner and of the sign erector; drawing showing the design, location, materials, finishes, and colors of the sign; and such other

pertinent information as may be required to ensure compliance with this section and requirements of the city. Applications shall be on forms provided by the city.

3. Fee Establishment: Fees for sign permits are fifty cents (\$0.50) per square foot, with a minimum of ten dollars (\$10.00).
4. Nullification: A sign permit shall become null and void if: a) the work for which the permit was issued has not been completed within a period of six (6) months after the date of the permit; b) the sign varies in any respect from the approved design or location.
5. Permit Exceptions: The repainting, cleaning, and other normal maintenance to prolong the life of the sign as originally approved shall not be considered as creating a sign and does not require a sign permit.

N. Administration And Penalties:

1. Enforcement (Building Inspector): The building official or his duly authorized representative is hereby authorized and directed to enforce all the provisions of this section. Upon presentation of proper credentials, the building inspector/code enforcement officer may enter at reasonable times any building, structure, or premises in the city to perform any duty imposed upon him by this section. (Ord. 00-07, 4-17-2000)
2. Penalties: Any person, firm or corporation violating any of the provisions of this section shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be subject to penalty as provided in section [1-4-1](#) of this code. Each day's continuance of violations shall be considered a separate offense. The owner of any sign, building, or premises, or part thereof, where any matter in violation of this section shall be placed, or shall exist, and any person who may have knowingly assisted in the commission of any such violation, shall be guilty of a separate offense. (Ord. 00-07, 4-17-2000; amd. 2011 Code)

O. Appeals:

1. Any person served with a notice of violation shall have the right to appeal from any notice of violation to the planning commission. The planning commission shall hear each duly filed appeal and decide whether to affirm, amend or reverse the notice of violation or other action appealed. In doing so, the planning commission may interpret the provisions of this section. (Ord. 00-07, 4-17-2000)
2. An appeal shall be in writing and shall be in such form and provide such information as the planning commission may require. An appeal must be delivered to the office of the city clerk within ten (10) days from the date of service of the notice of violation. Only those matters or issues specifically raised by the appellant in the written appeal shall be considered in the appeal hearing. (Ord. 00-07, 4-17-2000; amd. Ord. 2013-3, 2-12-2013)

3. The timely filing of an appeal to the planning commission shall stay enforcement of the notice of violation or action appealed, including abatement, until the appeal is finally determined. Failure of a person entitled to appeal under this section either to make appeal or to timely file his or her appeal shall constitute a waiver of his right to an administrative hearing and adjudication of his complaint, and such person will be unable to deny the validity of any order or action that could have been timely appealed. (Ord. 00-07, 4-17-2000)

SECTION 921 USE UNIT 21 BUSINESS SIGNS AND OUTDOOR ADVERTISING

921.1 Description

Business Signs, outdoor advertising signs

921.2 General Location Requirements

- A. Street setback – No sign or portion thereof shall be permitted in the right of way of any street or are designated in the Sapulpa Master Street Plan as a future street under any circumstances except authorized traffic signals, signs or devices. (See Sapulpa Comprehensive Plan for copy of Master Street Plan).
- B. Intersection Setback – no sign shall be located less than thirty five (35) feet from the intersection of the pavement of two (2) streets or from the intersection of street pavement and a railroad track. The point of intersection shall be measured from the edge of the paving.
- C. Traffic Signal Clearance – no sign shall be located in such a manner as to obstruct or obscure or in any manner interfere with any traffic signal light or public warning sign.
- D. Obstruction of View – Signs when located in such a manner so as to prevent any motorists from obtaining a clear view of approaching vehicles for a distance of five hundred (500) feet along a public right of way are prohibited.
- E. No business or outdoor advertising sign shall be located within 50 feet of an R district if visible from such district.
- F. Illumination, if any shall be by constant light.
- G. Any on-premises ground sign shall maintain a minimum separation of 50 feet from any other ground sign on the same frontage.
- H. Any off-premises ground sign shall maintain a minimum separation of 500 feet from any other off-premises ground sign and also from any on-premises ground sign on the same frontage, providing that the on-premises ground sign was located first.

921.3 General Use Conditions

- A. For the purpose of display surface area calculation, where a lot abuts more than one public street, that street frontage which is the larger shall be used.
- B. Only one side of a double-faced sign shall be included in the computation of display surface area.
- C. The following signs shall not be included in the computation of display surface area:
 - 1. Nameplates, attached to the face of the wall and not exceeding two (2) square feet in surface area.
 - 2. Temporary real estate and construction signs.
 - 3. Signs which are not visible from a public street.

4. Signs painted on glass surfaces of windows or doors and pertaining to the business conducted therein which are in place for 60 days or less. After 60 days, such signs shall be restricted to the display surface area limitations for this district in which located.
5. Tablets built into the wall of a building or other structure and used for inscriptions or as memorial tablets or for similar purposes.
6. Signs of warning, directive, or instructional nature erected by a public agency, franchised transportation company, or governmental agency.
7. Legal notices and street numbers.
8. Election campaign signs, if erected not more than 45 days prior to an election and removed within 7 days following an election.
9. Signs located within a buildings.
10. Signs not exceeding 3 square feet of display surface area of a warning, directive, or instructional nature, including entrance, exit, and restroom signs.
11. Signs which are attached labels of a commodity offered for sale.

921.4 AG District Use Conditions

- A. Signs as Principal Use are subject to the following conditions:
 1. Business signs and outdoor advertising on a lot abutting designated state and federal highways must conform to all state and federal regulations.
 2. The minimum display surface area of ground signs and outdoor advertising shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage, provided that no single sign shall exceed 300 square feet.
 3. A ground sign shall not exceed 30 feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in subsection 821.3(A), the sign is setback one foot for each foot of height exceeding 30 feet provided the sign shall not exceed 50 feet regardless of setback.
- B. Signs as Accessory Use are subject to the following conditions:
 1. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use requiring announcement of its activities. The bulletin board shall not exceed 12 square feet in area nor 15 feet in height, and illumination, if any, shall be by constant light.
 2. One identification sign may be erected on each street frontage of an permitted non-residential use. The sign shall not exceed 32 square feet in surface area, nor 15 feet in height, and illumination, if any, shall be by constant light.
 3. During the period of construction, a temporary sign advertising the construction of improvements on the premises, may be erected on each perimeter street frontage of the development. The sign shall not exceed 64 square feet in surface area, nor 15 feet in height, and illumination, if any, shall be by constant light. All such signs must be removed upon completion of construction or revocation of the building permit except; if the temporary sign is for a subdivision under construction, then the sign must be removed prior to building permits being issued on more than 75% of the lots in the subdivision.

4. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed 8 square feet in surface area, nor 15 feet in height, and illumination, if any, shall be by constant light in an RM or RD district. In an RS or RE district the sign shall not exceed 4 square feet in surface area, nor more than 6 feet in height and shall not be illuminated in any way.

921.7 Office District Use Conditions

- A. Signs as Principal Uses are not allowed in Office Districts
- B. Signs as Accessory Uses are subject to the following conditions:
 1. In the OL and OM Districts, one business sign not exceeding 32 square feet in surface area may be erected on each street frontage of a lot. Ground signs shall not exceed the height of the building in which the principal use is located within 20 feet, whichever is lower. No business signs shall be located within 50 feet of an R district if visible from such district. Illumination, if any, shall be by constant light.
 2. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be located on each major street frontage of the development. The sign shall not exceed 160 square feet in surface area nor 15 feet in height, and illumination, if any, shall be by constant light.
 3. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed 32 square feet in surface area nor 15 feet in height, and illumination, if any, shall be by constant light.

Signs in the Central Business District Zoning Category

921.8 CBD Zoning Category – Use Conditions

- A. Location Requirements:
 1. Portable ground signs will be permitted in the existing or proposed ROW, but no sign shall be located closer than 10' from the curb, and 35' from the intersection of the pavement of two (2) streets or from the intersection of street pavement and a railroad track.
 2. Projecting roof and canopy signs will be permitted to overhang the existing or proposed ROW, provided that said sign shall maintain a clear height of ten (10) feet above the sidewalk and all such signs shall not extend closer than eighteen (18) inches behind the curbline.
- B. Height Requirements:
 1. A ground sign shall not exceed 30' in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in

subsection 921.3A, the sign is setback one foot for each foot of height exceeding 30'. No sign shall exceed 50 feet in height regardless of setback.

2. A roof sign shall not extend more than 12' above the mean roof level of the structure to which it is affixed.
3. A projecting sign shall not extend more than 9' above the mean roof level of the structure to which it is affixed.

C. Display Surface area Requirements:

1. The maximum display surface area of ground signs in a commercial or industrial district shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage, provided that no single sign shall exceed 100 square feet.
2. Wall and canopy signs shall not exceed an aggregate display surface area of three square feet per each lineal foot of the building wall to which the sign or signs are affixed.

921.9 Commercial and Industrial District Use Conditions

A. Height Requirements:

1. A ground sign shall not exceed 30 feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in subsection 921.3(A), the sign is setback one foot for each foot of height exceeding 30 feet. No sign shall exceed 50 feet in height regardless of setback.
2. A roof sign shall not extend more than 12 feet above the mean roof level of the structure to which it is affixed.
3. A projecting sign shall not extend more than 9 feet above the mean roof level of the structure to which it is affixed.

B. Display Surface Area Requirements:

1. The maximum display surface area of ground signs in a commercial or industrial district shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage, provided that no single sign shall exceed 300 square feet.

921.10 Use Conditions – Political Campaign Signs

Political campaign signs are allowed in any zoning district. No political campaign sign shall be erected more than forty five (45) days prior to any election, nor shall any sign be permitted to remain on any property more than seven (7) days following an election; no political campaign signs shall be permitted on public property and they shall be permitted on private property only with the consent of the property owner; the display surface area of each political campaign sign located in R or O zoning

districts shall not exceed sixteen (16) square feet in surface area; only one side of a double faced sign shall be computed in the computation of display area.

921.11 Use Conditions – Temporary Signs

A. Temporary signs are subject to the following conditions:

1. Temporary signs shall conform to all requirements for business signs and outdoor advertising signs. The stipulations in this section shall not be construed to require temporary signs to have connections to surfaces, tie downs or foundations when provisions are made by temporary means of configuration of the structure to provide stability for the expected duration of the installation and approved by the building inspector.
2. Permits for a temporary sign shall be good for a period of 60 days, not to exceed one (1) permit in a 6 month period on a given site.
3. Temporary signs shall be located only on privately owned property advertising products or services on the property where the sign is located.
4. That the height maximum on temporary signs, including any trailers is 6' and the maximum sign face area shall not be greater than 32 square feet.
5. That the temporary sign designation does not apply to business identification signs on company vehicles used in daily operation of the business. Vehicles with signs cannot be parked and used as advertisements.
6. Temporary signs which require electrical service shall adhere to the national electric code.

921.12 Off-Street Parking and Loading Requirements

Not applicable.

- c. Lamp type and size;
- d. Fixture mounting heights, mounting orientation, and tilt angles if applicable;
- e. A representative point-by-point illumination array for the site showing property lines and off-site lighting impacts;
- f. The maximum fixture height shall not exceed thirty-five feet (35') as measured from the base of the fixture to the base of the pole;
- g. Canopy lighting shall use recessed fixtures with diffusers that do not extend below the canopy surface.

F. Lighting Level Measurements

Light levels shall be measured with a direct-reading, portable light meter, calibrated within the last year by an independent laboratory regularly engaged in the calibration of such instruments. The meter's sensor shall be located at the top of the visual screening fence on the property line (or at a height of three feet (3') above the surrounding local grade if there is no fence), aimed towards the subject property in horizontal position. Readings shall be recorded after the value has stabilized. Measurements are made after establishment of darkness with the light sources to be measured illuminated, and then with those light sources extinguished. The difference between these two (2) readings will then be compared to the maximum allowed illumination at the property line. In this way, contributions to light levels by the moon and other ambient light sources are eliminated and the light intensity from the sources in question can be determined.

5.7 SIGNS

A. Purpose

The intent of this Section 5.7 is to define the types of signs that are permitted and prohibited in the various zoning districts, the manner in which sign size will be measured, and to exempt certain types of signs from regulation.

B. Permits and Registration

1. Issuance

Sign permits and registrations shall be issued by the Development Services Department.

2. Sign Permit Requirements

No sign, except those that are registered under Subsection 3. below and temporary election signs and temporary real estate signs having six (6) square feet or less of display surface, may be constructed or erected within the City without first receiving a sign permit from the Building Inspection Office. The permitted use of a sign by a business, on its own premises, shall not be altered to any other use without first applying for and receiving a permit for such sign use. Applications for sign permits must include:

- a. Proof of ownership or written permission of the owner of the lot upon which the proposed sign will be constructed.

- b. A scaled drawing (site plan) of the property showing with dimensions the distance of the proposed sign location from property lines, structures, easements, and driveways.
- c. The proposed dimensions of the sign and a description of the method of supporting the sign.
- d. The measurement of distance from the proposed signs to the limited access highway, turnpike right-of-way, collector street, arterial street, property line or other boundary set out within the different zoning districts, however if the distance is greater than one thousand five hundred feet (1,500'), then no such measured distance is required to be reported, except that the applicant shall so state that the distance is greater than one thousand five hundred feet (1,500').
- e. The name and business address of the licensed contractor and the licensed electrical contractor if the sign is electrically powered.
- f. The name and contact information of the sign owner.

3. Sign Permit Requirements (Applicable to Banner, Temporary, Promotional Business, and Mobile Signs)

- a. The lot owner shall acquire a permit from the Development Services Department for all banner, temporary, promotional business, or mobile signs at least ten (10) business days prior to displaying such banner or sign. Permits under this ordinance are not transferable. See Subsection 5.7.D. below for further regulations.
- b. The lot owner requesting a permit for a banner, temporary, promotional business, or mobile sign shall be notified in writing by the Development Services Department when the registration is denied. The written notification will be given within a reasonable time after the denial.

4. Sign Contractors

Any contractor desiring to construct signs for others within the Broken Arrow city limits shall register their business name, business owner, address, phone number or other contact information, with the Development Services Department. Contractors who fail to register, or who fail to use licensed electricians, shall be subject to the penalties as described in Chapter 9.

C. General Sign Standards in All Nonresidential Zoning Districts

1. Setbacks

a. *From Public Right-of-Way*

No sign shall be erected, constructed, placed, or projected into or over any public right-of-way, except that in the DM and DF zone districts, projecting signs may extend into the right-of-way provided there is a vertical clearance of at least eight feet (8') above the sidewalk and the sign does not extend past the sidewalk.

- i. For locations adjacent to arterial streets, the right-of-way shall be defined as the ultimate right-of-way planned for the area as shown by the most recently adopted Comprehensive Plan for

Broken Arrow. (Within five hundred feet (500') of all arterial street intersections, the ultimate right-of-way is seventy feet (70') from the section line. Beyond five hundred feet (500') of the arterial street intersection, the ultimate right-of-way for primary arterial streets is sixty feet (60') from the section line, and for secondary arterial streets the ultimate right-of-way is fifty feet (50') from the section line.)

- ii. For locations adjacent only to non-arterial streets, the right-of-way shall be defined as the actual area that is publicly owned, designated, or dedicated as right-of-way or as easement for one or more streets.

b. *From Residential Districts*

- i. Except for directional signs, no permanent freestanding signs, projecting signs, on-premises advertising signs, or wall signs shall be located within fifty feet (50') of any residentially zoned district. Residentially zoned districts that are used solely for streets, railroads, or highways are excluded from this Subsection 5.7.C.1.b.
- ii. Any sign located within fifty feet (50') to one hundred feet (100') of a residentially zoned district shall be limited to a maximum height of eight feet (8') and shall not exceed sixty-four square feet (64 sq.ft.) of display area, regardless of setback.
- iii. No flashing, twinkling, or animated sign shall be located within twenty feet (20') of the proposed street right-of-way line as shown in the Comprehensive Plan, or within two hundred feet (200') of a designated residential development district.
- iv. Any sign located within two hundred feet (200') of a residential district shall not exceed three hundred square feet (300 sq.ft.) in display surface area.

c. *From Highway*

Freestanding signs shall be set back a minimum distance of ten feet (10') from any limited access highway or turnpike right-of-way, notwithstanding the setback requirements as set out in Subsection 5.a. below.

d. *Site Triangle Clearance*

Except for standard public signs, no signs shall be located within twenty-five feet (25') of the point of intersection of the ultimate right-of-way of two or more public streets, nor within twenty-five feet (25') of the intersection of a public street right-of-way and a private street or driveway, nor within the median of a divided driveway for a distance of twenty-five feet (25') from the entrance to the public street right-of-way.

e. *Pre-Existing Freestanding Signs*

In cases where there is a preexisting freestanding sign, any subsequent sign placement or land use shall also meet the above setback requirements.

2. Sign Illumination

No sign shall exceed an illumination of seventy foot candles (70 fc) as measured at a two-foot (2') distance from the source of the illumination. Further, electric message centers making use of incandescent light (as opposed to light emitting diodes) for purposes of illumination, must be set back an additional twenty feet (20') from the minimum setback otherwise applicable. Incandescent lamp message centers shall not be programmed to function as a strobe in an on-and-off display mode. Incandescent lamp message centers must utilize a dimming feature that will dim the lights during dark hours to no more than eighty percent (80%) of the normal watts used during daylight hours.

3. Separation of Signs

All freestanding signs or projecting signs shall maintain a minimum separation of thirty feet (30') from any other freestanding sign or projecting sign. However, in cases where there is a preexisting off-premises advertising sign, except for those allowed in Section 5.7.D, any subsequent placement of a freestanding sign shall be separated by at least one-thousand, five-hundred linear feet (1,500') along the street frontage from the pre-existing off-premises advertising sign. Further, wall signs or projecting signs shall not exceed the height of the parapet of the building to which they are attached. Provided, where architectural features of the building will not permit a wall sign of at least three feet (3') in height, a wall sign may be extended above the parapet of the building wall a distance sufficient to permit a sign of three feet (3') in height.

4. Off-Premises Advertising Signs

Off-premises advertising signs shall not be permitted, except as provided in Section 5.7.D.

5. Height

- a. The height of freestanding signs shall be measured from the grade where the sign is located and shall not exceed twenty feet (20') in height except as modified by the following: additional height may be granted for additional setbacks, measured from the ultimate right-of-way line on a one foot (1') vertical to a two foot (2') horizontal basis, to a maximum of thirty feet (30').
- b. On lots that are adjacent to a designated turnpike right-of-way or limited access highway, the height of the sign may be increased to fifty feet (50') using the formula herein stated measured from the right-of-way line provided the sign is located within one-hundred feet (100') of the turnpike or limited access highway right-of-way line. However, a sign that is adjacent to a designated turnpike right-of-way or limited access highway, which sign's set back is located at the minimum distance allowed of ten feet (10'), shall have a maximum height of twenty-five feet (25').
- c. Any sign that projects over a pedestrian walkway shall have a minimum of eight feet (8') of clearance.
- d. Any sign that projects over a vehicular access area shall have a minimum of fourteen feet (14') of clearance.

6. Size**a. *Display Surface Area***

No sign shall exceed five hundred square feet (500 sq.ft.) of display surface area if being used by multiple users, nor three hundred square feet (300 sq.ft.) if used by a single user. Multiple users shall mean four (4) or more users on the sign. The identification plaque, decal, or other device that identifies the owner of the sign shall not be considered in the calculation of the multiple users.

b. *Adjacent to Turnpike or Highway*

i. A single sign per lot with turnpike right-of-way or limited access highway frontage shall not exceed an aggregate display surface area of three square feet (3 sq.ft.) per each linear foot of limited access highway or turnpike frontage.

ii. Multiple signs per lot with turnpike right-of-way or limited access highway frontage shall not exceed an aggregate display surface area of two square feet (2 sq.ft.) per each linear foot of limited access highway or turnpike frontage.

c. *All Other Signs*

All other signs per lot shall comply with the following standards except as otherwise provided within this Section 5.7:

i. Lots with one (1) freestanding sign shall not exceed an aggregate display area of two square feet (2 sq.ft.) per lot frontage.

ii. Lots with multiple freestanding signs shall not exceed an aggregate display area of one square foot (1 sq.ft.) per lot frontage.

iii. Wall signs and projecting signs may utilize an aggregate display surface area of three square feet (3 sq.ft.) per linear foot of the wall on which it will be placed.

d. *Sign Area Measurement*

In computing the permitted display surface area for signs, the linear footage of an abutting secondary residential street shall not be combined with the linear footage of any collector street, arterial street, limited access highway or turnpike that is being used to calculate the permitted display surface area. Only one (1) side of a double-sided sign shall be included in the computation of display service area. Double-sided signs may be separated, as long as the separation of the two (2) display surfaces shall not exceed ten feet (10').

7. Forbidden Lights and Representations

No sign containing facsimiles of traffic control devices of any sort shall be located within one hundred feet (100') of the point of intersection of two (2) or more public streets. No revolving red or blue lights shall be allowed. No sign containing light shall exceed an illumination of seventy-foot candles (70 fc) as measured at a two-foot (2') distance from the source of the illumination.

8. Public Easements

Signs may be erected within public utility easements and the unused portions of platted alleys under the following conditions:

- a.** Sign structural poles/footings shall not be located immediately over City-owned utilities, (i.e., waterlines, sanitary sewer lines, storm water lines, or facilities owned by the City) that are located in public utility easements or the facilities of franchised utility providers. Freestanding Signs may be placed in public drainage easements upon prior written approval by the City Engineer.
- b.** The construction of the sign must be lawful.
- c.** Site plans that show a sign placed in a utility easement shall have the following note placed on the face of the site plan: "Sign owner(s) assume all liability and replacement responsibilities for any damage to signs placed in utility easements."
- d.** Sign placement within the public utility easement or alley should be done at the sign owner's own risk, and with the express knowledge that the needs for the construction, reconstruction, maintenance and repair of the existing or future publicly owned or franchised utilities are a priority and dominant over the servient estate of the sign placement.
- e.** The sign placed in a public utility easement must meet the setback requirements of this Article. The sign shall be constructed so that no portion thereof projects over the street right-of-way, or blocks the site triangle at intersections or blocks the sidewalks to normal pedestrian or bicycle traffic.
- f.** No sign, nor any portion or support thereof shall be placed within a drainage easement or drainage area without the written approval of the City Engineer, regardless of how the drainage easement or drainage area may have been created, obtained or conveyed and regardless of how the drainage easement or drainage area is designated, whether it is an easement, right-of-way, or any other type of designation.
- g.** As a precondition to a permit being issued for a sign constructed within public easements, the sign owner shall submit a written statement, which is either made a part of the plat or is recorded in the County land records that states to the effect that:
 - i.** The sign owner acknowledges the prior rights and status of the public, its trustees, and franchised utility owners;
 - ii.** The sign owner assumes all liability and replacement responsibilities for any damage to its signs located within utility easements, as well as for any damage to subsurface or overhead facilities located within the easement, which may be damaged during the construction, installation, maintenance or repair of the signs; and

- iii. Acknowledgement that the sign is subject to removal at the sign owner's expense in the event that the City or a utility company has a need to construct, reconstruct, repair or maintain its facilities at that location.

9. Certain Signs Not Prohibited

The following types of signs shall be allowed by this Ordinance if located outside the right-of-way, and further, these types of signs will not be included in the computation of aggregate display surface area for other permitted signs:

- a. One (1) nameplate attached to the face of the wall of a building, not exceeding four square feet (4 sq.ft.) in surface area.
- b. Temporary real estate signs placed upon property that indicates said property is for sale or rent, not exceeding six square feet (6 sq.ft.) of surface area in residential zoned areas and not exceeding thirty-two square feet (32 sq.ft.) of surface area in agricultural, office, commercial, and industrial zoned areas.
- c. Temporary construction signs, which are displayed along arterial street frontages that do not exceed one-half (1/2) of the square foot per each linear foot of arterial street frontage; however, such Temporary Construction Signs shall never be restricted to less than thirty-two square feet (32 sq.ft.), but shall not exceed more than two hundred square feet (200 sq.ft.) of display surface area, regardless of the amount of arterial frontage.
- d. Signs which are not visible from a public street.
- e. Tablets built into the wall of a building or other structure utilized for inscriptions, memorials or similar historic or dedicatory purposes.
- f. Signs of a warning, directive or instructional in nature erected by any unit of government or any franchised utility.
- g. Legal notices required by law to be posted.
- h. Temporary election Signs dealing with political campaigning, if erected not more than forty-five (45) days prior to an election and removed within seven (7) days following the election and does not exceed sixteen square feet (16 sq.ft.) of display surface area.
- i. Signs painted or posted on the surface of any window, when the display surface area of the sign does not cover more than twenty-five percent (25%) of the window.
- j. Signs located inside a building and either oriented to be primarily visible from inside the building only, or located more than fifteen inches (15") from the window. Signs erected by private parties of a warning, directive or instructional nature and not exceeding three square feet (3 sq.ft.) of display surface area, including entrance, exit and restroom signs.

- k. Signs attached by the manufacturer and function as labels of commodities.
- l. Signs located on accessory equipment or structures, which identify the manufacturer, make or model, and which are limited to fifteen square inches (15 sq. inch) or less for each piece of equipment or structure. By way of example and not by limitation, equipment may include satellite dishes, air conditioners, fence components and similar items.
- m. Street address numbers painted on the curb at the property owner's discretion.
- n. Directional (i.e. entrance/exit) signs that are less than four square feet (4 sq.ft.).

10. Special Exemptions from Regulations

- a. Except as specified in Subsection 9. above, *Certain Signs Not Prohibited*, signs that have not been issued a sign permit shall not be located in any zoning district of the City. Provided, that signs that were permitted by the City under previous sign regulations prior to the adoption of this Ordinance, or signs that were permitted by the County under previous regulations prior to annexation, may continue to exist and receive ordinary maintenance unless and until the use of the sign is discontinued for a period of six (6) months, or the structure of the sign is damaged or destroyed in excess of fifty percent (50%) of its value, at which time such sign must be relocated in full conformity with the requirements of this ordinance.
- b. Individuals exercising their First Amendment rights, under the U.S. Constitution or their free speech rights under the Oklahoma Constitution, shall not be required to obtain permits for any sign so long as the sign is not an advertisement for any type of commerce and such sign is physically located on the lot of that individual's actual residence, or is being physically carried by that individual while exercising their First Amendment right of free speech. In addition such individual may not, while exercising their First Amendment rights, block any public way, whether right-of-way, exclusive easement, general utility easement or the associated sight triangles required for traffic safety. The sign located on the residential property must either be attached physically to the wall of the house or placed in the yard and shall not exceed sixteen square feet (16 sq.ft.), nor shall it exceed six feet (6') in height.
- c. Exemption for Governmental Public Signs: Standard public signs are exempt from the regulations of this Ordinance when placed by any governmental entity.

11. Sign Owner Identified

Each sign shall have a plaque, decal, be readable to a person of ordinary height and vision at a distance of two feet (2') from the base of the sign, and the information must be printed in English block print. This device must be readily accessible to an inspector employed by the City, but does not have to be generally observable to the public.

12. Installation of Signs

All signs, which are permitted under this Section or any future amendments thereto, shall be installed by licensed sign contractors in accordance with the locations and plans submitted at the time of the application and subsequently approved by the City.

13. Additional District-Specific Sign Regulations

- a. Wall signs in the DM and DF districts shall have an aggregate display area not to exceed three square feet (3 sq.ft.) for each linear foot at the front building wall of the building. Wall signs in the mixed-use, office, and commercial districts shall have an aggregate display area not to exceed one square foot (1') for each linear foot of the wall on which it will be placed.
- b. In mixed-use, commercial, and industrial districts, no more than one (1) sign per one hundred, fifty feet (150') of limited access highway frontage, arterial street frontage, collector street frontage or a fraction thereof. On lots with multiple street frontages (i.e., corner lots, double frontage lots), the street frontage is not cumulative. In office districts, no more than one sign per one hundred feet (100'), or fraction thereof, of turnpike right-of-way, limited access highway frontage, arterial street frontage, collector street frontage.

14. Sign Regulations for Planned Unit Developments (PUD)

Signs in a PUD shall be governed by this Ordinance, but may be modified by the express terms of the PUD.

D. Integrated Development Identification

A commercial and/or industrial development containing not less than 15 acres within a defined area (hereinafter referred to as "Development Area") under common ownership or control may provide Integrated Development Identification ("hereinafter "IDI") in accordance with the following requirements:

1. An application for IDI shall be submitted as a Specific Use Permit in compliance with the hearing and notice requirements set forth within Section 6.5.
2. A legal description of the Development Area (containing not less than 15 acres), an abstractor's certification of ownership of the Development Area, the owners' written authorization to proceed and a graphic depiction of the location, size, and height of the Integrated Development Sign as hereinafter defined, shall accompany the filing of the application.
3. The permitted signage within the Development Area shall be limited as follows:
 - a. One sign identifying the development and/or a tenant or tenants located within the Development Area shall be permitted (hereinafter the "Integrated Development Sign") for each 15 acres (rounded to the nearest multiple of 15) not exceeding 35 in height nor 300 square feet of display surface area.
 - b. In addition to the Integrated Development Sign, a free standing sign for an individual tenant within a platted lot shall be permitted not exceeding

10 feet in height nor 100 square feet of display surface area (hereinafter the "Tenant Sign") and each Tenant Sign shall have a monument base of substantially the same material as the exterior of the principal building on the lot.

- c. Except as above modified, signs within the Development Area shall meet the requirements of Section 5.7.
4. Upon approval of a Specific Use Permit and prior to the issuance of a permit for any sign to be located within the Development Area, a declaration setting forth the following:
 - a. The legal description and a graphic depiction of the land area comprising the Development Area.
 - b. A recitation of the ownership of the Development Area.
 - c. A statement of the applicability of the provisions of this chapter.
 - d. A grant of any required easement sufficient to permit the location of a permitted sign not constituting an on premise sign.
 - e. Provision for maintenance of each integrated development sign.
 - f. Provision for the enforcement of the provisions of this chapter and the conditions of the Specific Use Permit by each owner of any parcel of land located within the Development Area.
 - g. Provision for the enforcement of the provisions of this chapter and the conditions of the Specific Use Permit by the City of Broken Arrow Oklahoma shall be submitted to and approved by the Broken Arrow Planning Commission and thereafter duly filed of record in the office of the County Clerk of the applicable County within which the Development Area is located.

E. Agricultural and Residential Zoning Districts

1. No sign in an agricultural or residential zoning district shall exceed thirty-two square feet (32 sq.ft.) or eight feet (8') in height, unless further limited by this Section. Signs advertising a Home Occupation are not allowed in any residential neighborhood.
2. Permanent freestanding signs, which function as on-premises advertising signs and are located on lots used for institutional uses such as educational, religious or charitable institutions, may be constructed and maintained as long as such signs do not exceed thirty-two square feet (32 sq.ft.) of display surface area nor eight feet (8') in height. However, for the purposes of this Subsection 5.7.E.2. only, the maximum display surface area and height may be increased to the standards contained in Section 5.7.C. of this Article, through a PUD or by the Specific Use Permit process, which shall be based upon the total linear foot of lot frontage. Illumination may be provided as long as it is made by constant light, does not exceed seventy foot candles (70 fc) as measured as a distance of two feet (2') from the source of light.

3. Wall Signs and Freestanding Signs shall be allowed on each side of a subdivision entrance where the subdivision entrance intersects an adjacent arterial street or another subdivision. Signs shall not exceed thirty-two square feet (32 sq.ft.) of display surface nor eight feet (8') in height. Illumination may be provided as long as it is made by constant light, does not exceed seventy foot candles (70 fc) as measured as a distance of two feet (2') from the source of light. Where the entrance of a subdivision is by way of a boulevard with a divided median, the identification sign may be placed within the traffic island, as long as the sign is located at least twenty-five feet (25') from the point of intersection of the arterial street right-of-way.
4. During the period of construction of a new subdivision, a Temporary Construction Sign may be erected on each perimeter street leading to the interior development, as long as the sign does not exceed eight feet (8') in height and illumination may be provided as long as it is made by constant light, does not exceed seventy foot candles (70 fc) as measured as a distance of two feet (2'). Temporary Construction Signs shall be removed upon completion of construction on seventy-five percent (75%) of the available lots within the development.
5. A Temporary Construction Sign not exceeding six square feet (6 sq.ft.) of display surface area may be erected by the owner or occupier of each residence. However, the sign may not be placed within the boundaries of any public street, nor any utility easement, or within the site triangle of the intersection of two streets or the intersection of a street and driveway. Such signs may not be used for commercial purposes within the residential zoning district.

F. Banner, Temporary, Mobile, Inflatable, or Promotional Business Signs

1. Duration, Height and Location

- a. A Banner, Temporary, Mobile, Inflatable or Promotional Business sign shall be permitted only as provided herein, and such permits should be limited to no more than four (4) per year for any single Lot owner. Such Banner, Temporary, Mobile, Inflatable or Promotional Business Sign may be used for a period of no more than forty-five (45) days on any one occasion, provided that the applicant may at the time of application request that all or any of the four (4) permitted time periods run consecutively. However, the permitted time periods may not exceed one hundred twenty (120) days total during a one-year period from the date of the first application. All Banner, Temporary, Mobile Business, Inflatable or Promotional Signs must have the Sign owner's name, address and phone number affixed to the Banner, Temporary, Mobile, Inflatable or Promotional Business Sign at a location where it can be seen by inspectors, although it may be concealed from the public while on display in its ordinary manner.
- b. The height of Banner, Temporary, Mobile, Inflatable, or Promotional Business Sign shall not exceed the height specified in Section 5.7.C.5. All Banner, Temporary, Mobile, Inflatable or Promotional Business Sign shall be set back from the property line by a distance of one foot (1') horizontal for every one foot (1') vertical of the sign as measured from the base of the sign.

- c. No Banner, Temporary, Mobile, Inflatable or Promotional Business Sign shall be placed in a manner, which will interfere with the flow of vehicular and/or pedestrian traffic, or create traffic visibility hazards such as being placed in the sight triangles of the intersection of two (2) streets or the intersection of streets and driveways. Banner, Temporary, Mobile, Inflatable or Promotional Business Signs must be anchored to the selected location sufficient to keep them from being moved by wind or storm.
- d. No Banner, Temporary, Mobile, Inflatable or Promotional Business Sign shall be permitted to be located upon or within any required parking spaces or loading berths, nor shall it otherwise be located in such a manner to obstruct vehicular and/or pedestrian access or circulation.
- e. Except for Standard Public Signs, no Banner, Temporary, Mobile, Inflatable or Promotional Business Signs shall be located within twenty-five feet (25') of the point of intersection of the right-of-way of two (2) or more public streets, nor within twenty-five feet (25') of the intersection of a public street right-of-way and a private street or driveway, nor within the median of a divided driveway for a distance of twenty-five feet (25') from the entrance to the public street right-of-way.
- f. Regardless of any other provisions to the contrary, all Banner, Temporary, Mobile, Inflatable or Promotional Signs shall be designed and constructed to withstand a wind pressure of not less than forty (40) pounds per square foot of area, or of materials which are unlikely to become dangerous projectiles when propelled by windstorms.
- g. Except for Standard Public Signs, Banner, Temporary, Mobile, Inflatable or Promotional Business Signs shall not exceed forty square feet (40 square feet) of display surface area.

2. Mobile Sign Anchorage

No Mobile Sign shall be placed unless such sign is anchored at each support by a steel rod driven at least eighteen inches (18") into the ground, or unless said sign is attached by a steel chain having at least three-quarters inch (3/4") links or by a steel cable of at least one-half inch (1/2") diameter to a building or to a permanent Freestanding Sign, or similar upright supporting structure.

3. Zoning

Banner, Temporary, Mobile, Inflatable, or Promotional Business Signs as set out in this Section E. may be permitted in any commercial, office or industrial zoning district.

4. Number of Signs

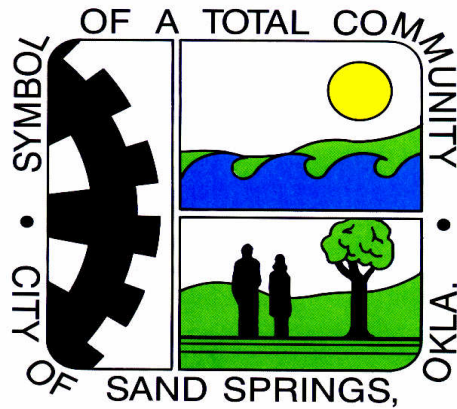
Banner, Temporary, Mobile, Inflatable, or Promotional Business Signs as set out in this Section E. shall not exceed more than one (1) sign at any given time per lot of record.

5. Convenience Store, On-Site Perimeter Light Pole Mounted Signs. (This section added 12-01-09)

One sign, not to exceed 15 square feet, mounted to one on-site light pole with permanent type bracket, between the range of 3 feet and 10

feet from the ground, shall be permitted along each direction of store frontage along an arterial. **(Ord #3066 adopted 12-1-09)**

6. ***Exceptions.*** **(This section added 10-06-09)** Signs, temporary or permanent, mounted to Convenience Store fuel island pumps, fuel island canopy columns (mounted with permanent type mounting bracket and not to exceed 3 square feet), placed on pallets of displayed product at the base of the fuel island canopy columns or on the entry sidewalk at the store front shall be permitted, but exempt from fees. **(Ord #3066 adopted 12-1-09)**



ZONING CODE

CITY OF SAND SPRINGS

OKLAHOMA

Adopted Ordinance No. 946
April 12, 1999

Amended Ordinance No. 1146
May 14, 2006

Prepared by: INCOG

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- b. Traffic circulation shall be reviewed and approved by the City Engineer, including the location of ingress and egress points.
- c. The subject tract of land (proposed development site) shall have either a minimum of 150 feet of frontage on a designated major arterial street or a minimum of 50 feet of frontage on a nonarterial street.

D. Off-Street Parking and Loading Requirements

<u>Uses</u>	<u>Parking Spaces</u>	<u>Loading Berths</u>
Golf Driving Range	1 per tee	NA
Drive-In Theater	NA	NA
Uses providing spectator seating such as stadiums, arenas, rodeo grounds	1 per 3 seats	1 per 5,000 to 25,000 SF plus 1 per each additional 25,000 SF of floor area
Overnight Camping for Recreational Vehicles	NA	NA
Other uses	1 per 800 SF of site area	1 per 5,000 to 25,000 SF plus 1 per each additional 25,000 SF of floor area

SECTION 13.21. USE UNIT 21. BUSINESS SIGNS

A. Description

Business signs

B. Included Uses

Business Signs

Outdoor Advertising Signs are prohibited by Ordinance No. 1086 Amended passed January 5, 2005. See Section 15.04 (A).

C. General Use Conditions for Business Signs

1. Sign Setback and Separation

- a. Signs, if visible from an R District other than street, highway or freeway right-of-way, or if visible from a designated residential development area, shall not be located within 50 feet from said district or area.

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- b. Signs with a display surface area larger than 300 square feet which are visible from an R District other than street, highway or freeway right-of-way, or if visible from a designated residential development area, shall not be located within 200 feet from said district or area.
 - c. Signs shall be setback a minimum distance of ten (10) feet from a designated state or federal highway right-of-way.
 - d. Projecting signs shall be setback a minimum distance of 18 inches from the curb.
2. No flashing sign shall be hereafter permitted in any district.
3. Only one side of a double-faced or v-shaped sign shall be included in the computation of display surface area; provided, the faces of the sign are not separated by more than 15 feet. If said faces are separated by greater than 15 feet, any additional sign face is included in the display surface area calculation.
4. The following signs shall not be prohibited by this Code and, in addition, shall not be included in the computation of display surface area:
- a. One nameplate attached to the face of the wall and not exceeding four (4) square feet in surface area.
 - b. Temporary real estate signs.
 - c. Temporary construction signs may be located on each arterial street frontage of the development. The sign shall not be restricted to less than 32 square feet nor be permitted to exceed 300 square feet of display surface area, or exceed 20 feet in height.
 - d. Signs which are not visible from a public street.
 - e. Tablets built into the wall of a building or other structure and used for inscriptions or as memorial tablets or for similar purposes.
 - f. Signs of warning, directive, or instructional nature erected by a public utility, franchised transportation company or governmental agency.
 - g. Legal notices and street numbers.
 - h. Election campaign signs, if erected not more than 45 days prior to an election and removed within seven (7) days following the election.
 - i. Signs within a building and located more than 15 inches from any window; signs within a building and located less than 15 inches from any window and oriented to be primarily visible from inside the building; signs on a window when the display surface area of the sign does not cover more than 50 percent of the window

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- j. Signs, not exceeding three (3) square feet of display surface area, of a warning, directive, or instructional nature, including entrance, exit and restroom signs.
 - k. Signs which are attached as labels of a commodity offered for sale.
 - l. Signs on accessory equipment or structures, including but not limited to satellite dishes, air conditioners and fences, and identifying the manufacturer, make and model, limited to 25 square inches for each piece of equipment or structure.
 - m. A banner attached to the wall of a building and not exceeding 32 square feet so long as the same is maintained in good appearance and condition.
5. In computing permitted display surface area for business signs and outdoor advertising, the lineal footage of an abutting non-arterial street shall not be combined with the lineal footage of any abutting arterial street, freeway or freeway service road which is included in the computation of permitted display surface area.
6. Signs and all parts thereof shall be setback from the centerline of an abutting street one-half the right-of-way width designated on the Major Street and Highway Plan or 25 feet if the street is not designated on the Major Street and Highway Plan in addition to any additional setback required by this Code.
7. Permits for signs are required as follows:
- a. No sign of any kind or nature shall be erected, continued, or placed without first securing a permit.
 - b. Any sign that does not have a current permit shall be removed and disposed of according to law.
 - c. The issuance of a sign permit shall not be construed or interpreted to permit the construction or use of a sign that would constitute a nuisance or violation of other applicable laws of the City.
 - d. The fee for sign permits shall be determined by resolution of the City Council.
8. Promotional business signs shall be permitted only as hereinafter provided:
- a. Sign permits shall be limited to four (4) per year for each business. Such permits authorize the use of the sign for a period of ten (10) days.
 - b. Any or all of the four (4) permitted time periods may run consecutively. Promotional business signs are further regulated as follows:

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- 1) The maximum height of a promotional business sign shall not exceed the height of any ground sign permitted by the Zoning Code on the lot. Further, inflatable promotional business signs shall be setback from the property line(s) one foot for every foot of height as measured from the base of the sign; and
 - 2) Promotional business signs, except inflatable or other non-rigid promotional business signs, are not permitted to be installed on the roof.
9. Except for wall signs, and promotional business signs, and outdoor advertising signs, the maximum number of business signs per lot of record shall be as follows:
 - a. CS and IL districts - one per each 150 feet of arterial street frontage or fraction thereof;
 - b. CH, CG, IL and CBD districts – one per each 100 feet of arterial street frontage or fraction thereof; or
 - c. IM and IH districts – one per each 200 feet of arterial street frontage or fraction thereof.
10. Any business ground sign shall maintain a minimum separation of 50 feet from any other ground sign, except side by side ground signs located on a common line perpendicular to the nearest street need not maintain a 50 feet separation.
11. Roof signs are prohibited except as otherwise permitted in 13.21.C.8. Roof signs lawfully existing on the effective date of this Code, or amendments thereto, are regulated by Chapter 15 herein.
12. A wall sign shall not extend above the top of the parapet or building wall on which it is located; provided, however, that in instances where the height of the parapet or building wall, or where construction or architectural features will not permit a wall sign three (3) feet in height, said sign may extend above the parapet or building wall a distance which will permit a sign of three (3) feet in height.
13. A sign is not permitted to be located upon or constructed within a required parking space or loading berth, or to otherwise obstruct vehicular or pedestrian access or circulation, or to pose any other hazard to motor vehicle traffic exiting, entering or traveling within the site on which the sign is located.
14. A sign permitted as a business sign shall not thereafter be changed to an outdoor advertising sign; nor shall a sign permitted as an outdoor advertising sign be changed to a business sign without a permit therefor.
15. No sign shall be permitted in the right-of-way of a public street unless a license and removal agreement has been entered into by the sign owner and the City, and approval has been given by the Board of Adjustment.

16. No ground sign shall be located nearer than 35 feet from the intersection of the right-of-way of two (2) streets or from the intersection of the street right-of-way and a railroad track right-of-way.
17. No ground sign or projecting sign shall be located in such a manner as to obstruct or obscure or in any manner interfere with any traffic signal light or warning signal light or other emergency or public safety purposes.
18. No business ground sign shall use plywood as a face material.
19. Portable business signs:
 - a. Portable business signs that have not been issued a sign permit shall not be permitted within any zoning district unless located and in use prior to August 15, 1984.
 - b. Portable signs that do not have a permanent permit shall only be permitted to inform a passersby of an emergency or unexpected nonrecurring event. In order for a portable sign to receive a permit it must comply with all criteria for the zoning district in which it is to be located, including the General Use Conditions in this Chapter of the Zoning Code. In order to receive approval for a permanent permit:
 - 1) Only constant, internal illumination will be permitted. Flashing lights shall be prohibited;
 - 2) The sign must be anchored in a masonry base, with all portions of the sign below the bottom of the face obscured by the base. In lieu of a masonry base, the sign may be anchored by a system approved by the Code Enforcement Officer/Building Inspector, provided that all portions of the sign below the bottom of the face are obscured by decorative skirting of weather and rot resistant wood;
 - 3) The bottom of the sign face shall be no more than 24" above ground level, and the sign shall be level and square with the property boundaries;
 - 4) All inspections for permanent portable signs will be completed at no fee, but all future permit renewals shall be subject to the prevailing fee schedule; and

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- 5) A portable sign made permanent under these conditions shall not be counted as the one permanent sign per location as restricted by this Code. In addition, the portable sign permit shall be limited to one 30 day period per year from date of issue and one consecutive 30 day extension period subject to approval of the extension period by the Board of Adjustment.
- c. Portable business signs shall not exceed 12 feet in height or 32 square feet in display surface area.

D. AG District Use Conditions

A business sign shall not be permitted in the AG District as a principal use and may only be erected on a lot abutting designated state and federal highway. Accessory sign regulations are included in Chapter 4.

E. Residential District Use Conditions

Business signs as principal uses are not allowed in residential districts. Accessory sign regulations are included in Chapter 5.

F. Office District Use Conditions

Business signs as principal uses are not allowed in Office Districts. Accessory sign regulations are included in Chapter 6.

G. CS District Use Conditions for Business Signs

1. A ground sign, projecting sign or a promotional business sign shall not exceed 25 feet in height measured from the mean curb level of the lot upon which it is erected unless, in addition to the minimum setback prescribed in 13.21.C.6, the sign is setback one foot for each foot of height exceeding 25 feet. In no event shall the sign exceed 40 feet unless the abutting street is a designated freeway on the Major Street and Highway Plan. In those cases where the abutting street is a designated freeway, the maximum permitted height is 50 feet.
2. Wall signs shall not exceed an aggregate display surface area of three (3) square feet per each lineal foot of the building wall to which the sign or signs are affixed.
3. Roof, projecting, ground, and outdoor advertising signs, whether permitted as provided herein, or nonconforming, shall not exceed an aggregate display surface area of two (2) square feet per each lineal foot of street frontage if only one such sign is erected and shall not exceed one square foot per each lineal foot of street frontage if more than one such sign is erected. New roof signs are not permitted.

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4. No roof, projecting or ground sign shall contain more than two (2) sides, nor shall the total display surface area for each side exceed 500 square feet. The two sides shall face in opposite directions. "Opposite" shall, in addition to its ordinary meaning, include V-shaped signs when the angle of separation of the display surfaces does not exceed 15 feet.
5. A projecting sign shall not extend more than nine (9) feet above the mean roof level of the structure to which it is affixed.
6. A roof sign shall not extend more than 12 feet above the mean roof level of the structure to which it is affixed. New roof signs are not permitted.

H. CH, CG, CBD, IL, IM and IH District Use Conditions

1. A ground sign shall not exceed 30 feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in subsection 13.21.C.6., the sign is setback one foot for each foot of height exceeding 30 feet provided the sign shall not exceed 50 feet regardless of setback. Within 100 feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height 15 feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign height does not exceed 60 feet.
2. Wall and canopy signs shall not exceed an aggregate display surface area of three (3) square feet per each lineal foot of the building wall to which the sign or signs are affixed.
3. The aggregate display surface area of signs shall be regulated as follows:
 - a. Along a designated state or federal highway business sign corridor, roof, projecting, ground and outdoor advertising signs, whether permitted as provided herein or nonconforming, shall not exceed an aggregate display surface area of three (3) square feet per each lineal foot of street frontage if only one such sign is erected, and shall not exceed two (2) square feet per each lineal foot of street frontage if more than one such sign is erected; or
 - b. Not along a state or federal highway business sign corridor, roof, projecting, ground and outdoor advertising signs, whether permitted as provided herein or nonconforming, shall not exceed an aggregate display surface area of two (2) square feet per each lineal foot of street frontage if only one such sign is erected and shall not exceed one (1) square foot per each lineal foot of street frontage if more than one such sign is erected.

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4. No roof, projecting or ground sign shall contain more than two (2) sides nor shall the total display surface area for each side exceed 500 square feet. The two sides shall face in opposite directions. "Opposite" shall in addition to its ordinary meaning, include V-shaped signs when the angle of separation of the display surfaces does not exceed 15 feet.
5. A projecting sign shall not extend more than nine (9) feet above the mean roof level of the structure to which it is affixed.
6. A roof sign shall not extend more than 12 feet above the mean roof level of the structure to which it is affixed. New roof signs are not permitted.

I. Off-Street Parking and Loading Requirements. Not applicable.

SECTION 13.22. USE UNIT 22. SCIENTIFIC RESEARCH AND DEVELOPMENT

A. Description

Facilities for scientific research, development and testing, which are customarily located on large, landscaped sites and the operation of which does not produce objectionable environmental effects.

B. Included Uses

Enclosed scientific research, testing and development.

C. Use Conditions

1. The uses included in Use Unit 22, when located in an SR District, shall be conducted within enclosed buildings.
2. The uses included in Use Unit 22, when located on a lot which is abutting an R District, shall be screened from the abutting R District by the erection and maintenance of a screening wall or fence along the lot line or lines in common with the R District.

D. Off-Street Parking and Loading Requirements

<u>Uses</u>	<u>Parking Spaces</u>	<u>Loading Berths</u>
All Uses	1 per 1.5 employees or 1 per 800 SF of floor area whichever is less	1 per 5,000 to 40,000 SF of floor area, plus 1 per 40,000 to 100,000 SF, plus 1 per each floor additional 100,000 SF of area

11-9-21: USE UNIT 21 BUSINESS SIGNS AND OUTDOOR ADVERTISING:

A. Description: Business signs.

B. Included Uses: Business signs. (Ord. 272, 4-2-1974; amd. 2006 Code)

C. General Use Conditions For Business Signs:

1. No sign shall be located within forty feet (40') of an R district if visible from such district, unless such R district is a freeway or highway right of way. In such cases, no portion of the sign shall be within ten feet (10') of a freeway or highway right of way. (Ord. 272, 4-2-1974)

2. Only one side of double faced signs shall be included in the computation of display surface area.

3. The following signs shall not be prohibited by this chapter and, in addition, shall not be included in the computation of display surface area:

a. Nameplates attached to the face of the wall and not exceeding two (2) square feet in surface area. (Ord. 272, 4-2-1974; amd. Ord. 999, 6-9-2008)

b. Temporary real estate signs from Friday afternoon at five o'clock (5:00) P.M. through Sunday afternoon at five o'clock (5:00) P.M., without restriction or reservation to the signage. Any such sign being put into place prior to five o'clock (5:00) P.M. on Friday or continuing beyond five o'clock (5:00) P.M. on Sunday shall be determined to be in violation of this code, and subject the offending party to restriction of such signage following the violation of this code, and further providing that the prohibition/restriction to the offending party for utilization of real estate signage shall be in place for thirty (30) days. In addition to the offending party being the subject of the foregoing restraint, such offending party shall be subject to the fine of up to two hundred dollars (\$200.00) and costs. (Ord. 272, 4-2-1974; amd. Ord. 999, 6-9-2008; Ord. 2050, 12-13-2010)

c. Temporary construction signs may be located on each arterial street frontage of the development. The sign shall not exceed one-half (1/2) of a square foot for each linear foot of arterial street frontage; provided, however, that in no event shall the sign be restricted to less than thirty two (32) square feet nor be permitted to exceed four hundred (400) square feet of display surface area.

d. Signs which are not visible from a public street.

e. Signs painted on glass surfaces of windows or doors, pertaining to the business conducted therein, which are in place for sixty (60) days or less. After sixty (60) days, such signs shall be restricted to the display surface area limitations for the district in which located.

f. Tablets built into the wall of a building or other structure and used for inscriptions or as memorial tablets or for similar purposes.

g. Signs of warning, directive or instructional nature erected by a public utility, franchised transportation company or governmental agency.

- h. Legal notices and street numbers.
 - i. Election campaign signs, if erected not more than forty five (45) days prior to an election and removed within seven (7) days following the election.
 - j. Signs located within a building.
 - k. Signs, not exceeding three (3) square feet of display surface area, of a warning, directive or instructional nature, including entrance, exit and restroom signs.
 - l. Signs which are attached labels of a commodity offered for sale.
 - m. Signs on accessory equipment or structures, including, but not limited to, satellite dishes, air conditioners and fences, identifying the manufacturer, make and model, shall be limited to fourteen and four-tenths (14.4) square inches for each piece of equipment or structure.
4. In computing permitted display surface area, the linear footage of an abutting nonarterial street shall not be combined with the linear footage of any abutting arterial street which is located in the computation of permitted display surface area.
5. Ground signs shall be set back from the centerline of an abutting street one-half (1/2) the right of way width designated on the major street plan or twenty five feet (25') if the street is not designated on the major street plan.
6. Signs that have not been issued a sign permit shall not be located in any district.
7. Permits for promotional business signs such as tinsel, advertising flags, searchlights, balloons and banners, shall be limited to four (4) per year for each business location. Such permit shall authorize the use of the sign for a period of ten (10) days.
8. Except for wall, canopy and promotional business signs, the maximum number of signs per lot of record shall be as follows:
- a. S and IL districts: One per one hundred fifty feet (150') of arterial street frontage or a fraction thereof.
 - b. CG and CH districts: One per one hundred feet (100') of arterial street frontage or a fraction thereof.
 - c. IR, IM and IH districts: One per two hundred feet (200') of arterial street frontage or a fraction thereof.
9. Any roof, projecting, ground, outdoor advertising or portable sign shall maintain a minimum separation of forty feet (40') from any other roof, projecting, ground, outdoor advertising or portable sign.

10. Roof signs are prohibited from and after the effective date hereof. Existing roof signs may continue as regulated by chapter 11 of this title. Existing roof signs shall be included in the computation of permitted display surface area, number of signs per lot, and spacing of signs.

11. Wall, canopy or projecting signs shall not extend above the top of the parapet or building wall on which it is located; provided, however, that in the instances where the height of the parapet or building wall, or where construction or architectural features will not permit a wall sign of at least three feet (3') in height, a wall sign may extend above the parapet or building wall a distance which will permit a sign of at least three feet (3') in height. (Ord. 272, 4-2-1974; amd. Ord. 999, 6-9-2008)

D. CS District Use Conditions For Business Signs:

1. A ground sign shall not exceed thirty feet (30') in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in subsection C5 of this section, the sign is set back one foot (1') for each foot of height exceeding thirty feet (30'); provided the sign shall not exceed fifty feet (50') regardless of setback.

2. Wall and canopy signs shall not exceed an aggregate display surface area of three (3) square feet per each linear foot of the building wall to which the sign or signs are affixed.

3. Other signs, including, but not limited to, roof, projecting, ground and portable (except wall, canopy and promotional business signs), whether permitted as provided herein or nonconforming, shall not exceed an aggregate display surface area of two (2) square feet per each linear foot of street frontage if only one such sign is erected, and shall not exceed one square foot per each linear foot of street frontage if more than one sign is erected.

E. CG, CH, IL, IM, And IH Use Conditions For Business Signs:

1. Signs, whether permitted as provided herein or nonconforming, except wall, canopy and promotional business signs, shall not exceed an aggregate display surface area of three (3) square feet per each linear foot of street frontage if only one such sign is erected and shall not exceed two (2) square feet per each linear foot of street frontage if more than one such sign is erected.

2. Wall and canopy signs shall not exceed an aggregate display surface area of three (3) square feet per each linear foot of the building wall to which the signs are affixed. (Ord. 272, 4-2-1974)

F. Outdoor Advertising Signs:

1. There shall be no commercial outdoor advertising signs (billboards) permitted within the city.

2. "Outdoor commercial advertising signs" are defined as those signs which are off premises from the property (business location) which is sought to be promoted or identified by the placement of such sign.

3. Off site commercial advertising signs (billboards), which are in place prior to July 1, 2002, shall be permitted for so long as they comply with other city ordinances governing and pertaining to the

placement and use of such signs as permitted prior to the enactment of this subsection. (Ord. 852, 7-8-2002)

G. Portable Signs:

1. A "portable sign" is defined as any sign not permanently attached to the ground or to a building or building surface, including signs that are designed to be mobile and moved from one location to another. Portable signs are considered temporary signs.

2. Excepted from this subsection are all residential neighborhood signs.

3. A portable sign may be granted by sign permit, allowing the maintenance of a portable sign in excess of any other signage as permitted by this title, subject to the following use conditions:

a. No portable sign shall be displayed prior to obtaining a sign permit.

b. Each portable sign permit shall be effective for a period of time not to exceed thirty (30) days, provided that the permit may be renewed for up to three (3), consecutive thirty (30) day periods, for a total of one hundred twenty (120) days per calendar year.

c. A singular sign permit application may be accepted for multiple properties.

d. A portable sign shall not be placed in the road right of way.

e. The portable sign shall be maintained in good repair and have a clean and neat appearance.

f. The portable sign shall not have blinking or flashing lights or have other attention attracting devices.

g. Illumination, if any, shall be by constant, nonmoving light source, which is shielded as to not be visible at eye level.

h. Any electrical portable sign shall comply with the electrical code, as adopted by the city.

i. No more than one portable sign shall be permitted for each one hundred fifty feet (150') of public street frontage, provided that each property shall be permitted a minimum of one sign.

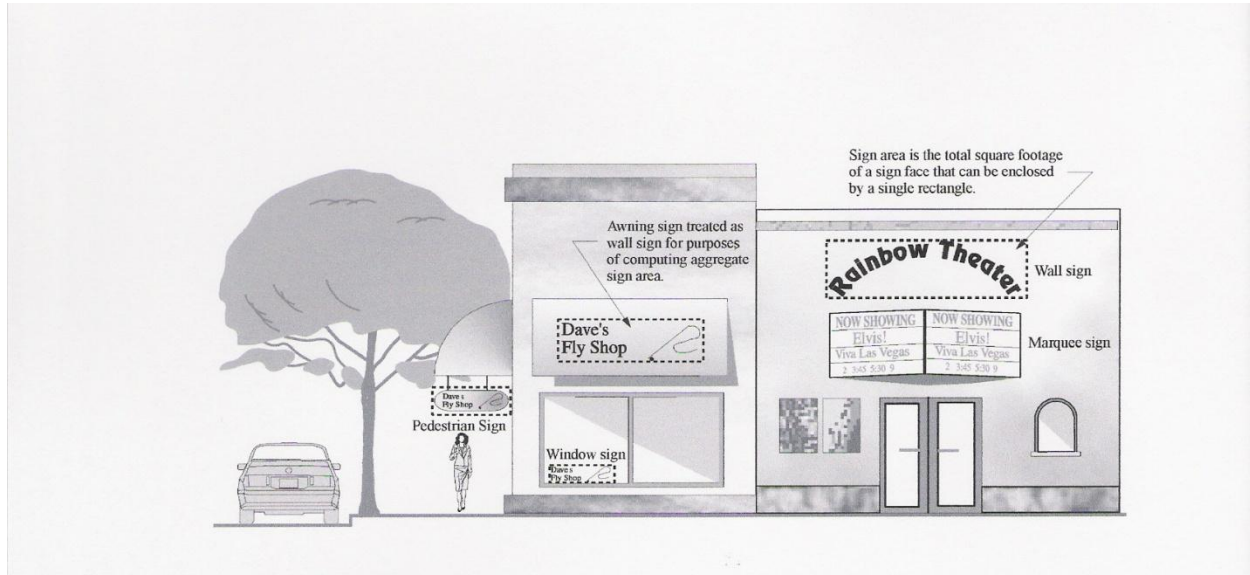
j. Portable sign permits shall be approved only for placement of a sign on property owned by the applicant or agreed to by the property owner, in writing, submitted at the time of application. (Ord. 2069, 11-28-2011)

H. Noncommercial Signs: Nothing contained in this title shall prevent the use of the permitted display surface area, in whole or in part, on any sign authorized by this title and wherever located, from being used for a noncommercial message.

I. Off Street Parking And Loading Requirements: Not applicable. (Ord. 272, 4-2-1974)

CHAPTER 18

SIGN CODE



- 18.1 PURPOSE
- 18.2 GENERAL LOCATION REQUIREMENTS
- 18.3 GENERAL USE CONDITIONS
- 18.4 AGRICULTURE DISTRICT USE CONDITIONS
- 18.5 RESIDENTIAL DISTRICT USE CONDITIONS
- 18.6 OFFICE DISTRICT USE CONDITIONS
- 18.7 COMMERCIAL AND INDUSTRIAL DISTRICT USE CONDITIONS
- 18.8 POLITICAL SIGNS
- 18.9 BANNERS, PORTABLE AND PROMOTIONAL SIGNS
- 18.10 PERMIT PROCESS
- 18.11 PENALTIES
- 18.12 DEFINITIONS
- 18.13 PROHIBITED SIGNS
- 18.14 EXEMPT SIGNS
- 18.15 VARIANCES

18.1 PURPOSE

This Code, together with future amendments thereof, shall be known and may be cited as the “City of Coweta Sign Code”.

The purpose and general intent of the City of Coweta Sign Code is as follows:

1. To provide for the appropriate use and location of signs in a manner that will not adversely affect or impact property values, compatibility of land use, community appearance and identity, and to otherwise promote the general welfare, public safety, convenience and order to the City of Coweta.
2. To establish standards and guidelines for the design, erection and installation of signs and

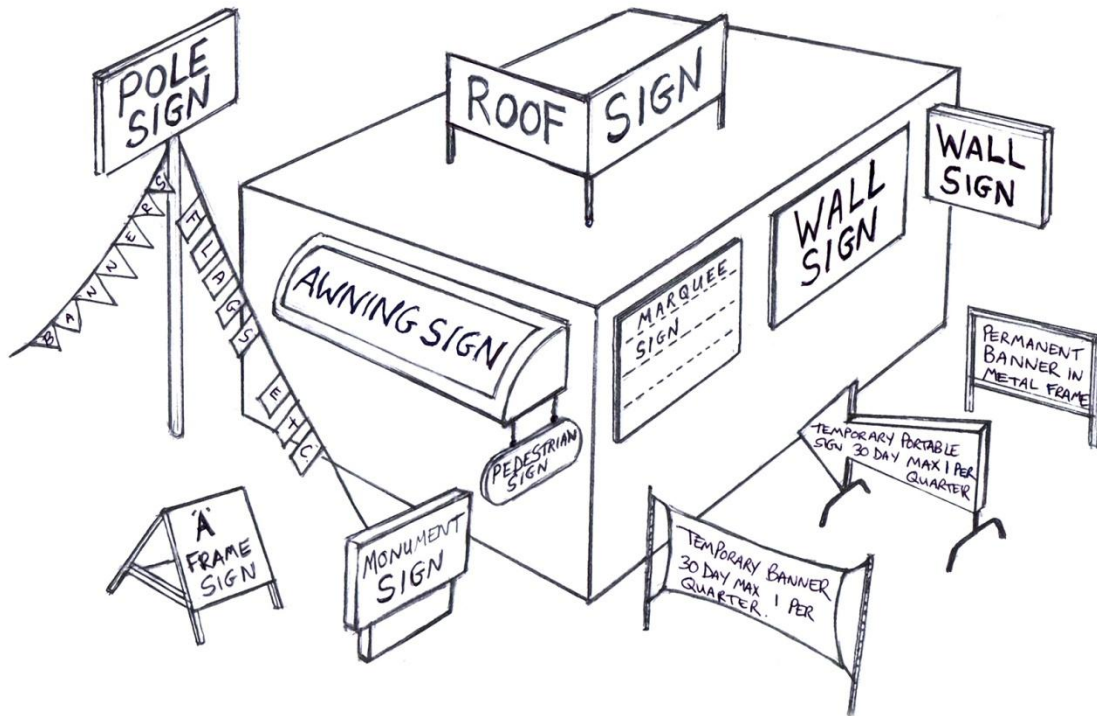
other visual communication devices so that the City of Coweta may appear orderly and to prevent the needless clutter in appearance within the City by signs unreasonable in number, location, area and illumination.

3. To provide for the issuance, revocation, inspection and identification of signs within the City.
4. To provide for the removal of any sign that is in violation of or nonconformance with the intent and purpose of this Code

18.2 GENERAL LOCATION REQUIREMENTS

1. Street Setback – No sign or portion thereof shall be permitted in the right-of-way of any street or area designated in the most recently adopted Coweta Major Street and Highway Plan as a future street under any circumstances except authorized traffic signals, signs or devices.
2. Intersection Setback – No sign shall be located less than thirty-five (35) feet from the intersection of the pavement of two (2) streets or from the intersection of street pavement and a railroad track. The point of intersection shall be measured from the edge of the paving.
3. Traffic Signal Clearance – No sign shall be located in such a manner as to obstruct or obscure or in any manner interfere with any traffic signal light or public warning sign.
4. Obstruction of View – Signs when located in such a manner so as to prevent any motorists from obtaining a clear view of approaching vehicles for a distance of five hundred (500) feet along any public right-of-way are prohibited.
5. No business sign shall be located within fifty (50) feet of an R district or City of Coweta Park if visible from such district.
6. All permanent ground signs shall maintain separation of fifty (50) feet from any other ground sign.
7. All permanent ground signs shall install a landscaped area at the base of the sign equal to the area of the sign, if located outside the Downtown Historical District.
8. No signage of any kind shall be affixed to any type of Utility Pole, Line, Fence, Tree, Wire, Transformer, Mailbox or similar device or structure.

SIGN TYPES



18.3 GENERAL USE CONDITIONS

1. For the purpose of display surface area calculations, where a lot abuts more than one public street, that street frontage which is the larger shall be used.
2. Only one side of a double-faced sign shall be included in the computation of display surface area. Double-sided signs may be separated, as long as the interior angle formed by the intersection of the two display surfaces does not exceed thirty (30) degrees.
3. Illumination, if any shall be by constant light. No signs with flashing lights/strobes or similar feature are permitted.
4. The following signs shall not be prohibited by this ordinance if located outside the right of way, and further will not be included in the computation of display surface area for other permitted signs:
 - a. Nameplates, attached to the face of the wall and not exceeding two (2) square feet in surface area.
 - b. On-Site Temporary real estate signs on said property, indicating that said property is for sale or rent.
 - c. On-Site Temporary construction signs, which are faced to display along arterial street frontages, and not exceeding one-half square foot per linear foot of arterial street frontage; however, such temporary construction signs shall be restricted to

thirty-two (32) square feet of display area.

- d. Signs, which are not visible from a public street.
- e. Tablets built into the wall of a building or other structure being used for inscriptions, memorials, or similar historic or dedicatory purposes.
- f. Non-Commercial Signs of warning, directive, or instructional nature erected by a public agency, franchised transportation, utility company, or governmental agency.
- g. Legal notices required by law to be posted.
- h. Election campaign signs, if erected not more than forty-five (45) days prior to an election and removed within seven (7) days following the election and not exceeding sixteen (16) square feet of display surface area
- i. Signs, which are attached by the manufacturer and function as labels.
- j. Signs located on accessory equipment or structures, which identify the manufacturer, make or model, and which are limited to fifteen (15) square inches or less for each piece of equipment or structure. By way of example, such equipment may include, but not be limited to, satellite dishes, air conditioners, fence components and similar items.
- k. Street address numbers painted on the structure or curb at the property owners' discretion approximately 3" tall and readable from the abutting street.
- l. Sign(s) painted or posted on the glass surface of windows or doors and pertaining to the business conducted therein.
- m. Signs that have not been issued a sign permit by the City of Coweta shall not be located in any zoning district of the City of Coweta, provided that signs which were legally permitted by the previous sign regulations prior to the adoption of this ordinance, or signs which were permitted by the County under previous regulations prior to annexation may continue to exist and receive ordinary maintenance unless and until the use of the sign is discontinued for a period of six (6) months, or the structure of the sign is damaged or destroyed in excess of fifty (50) percent of its value, at which time such sign must fully comply with the requirements of this ordinance. Banners, Portable and Promotional signs are covered in Section 18.9.
- n. Permanent use of a Temporary Portable Signs shall not be allowed in any zoning district.
- o. No sign containing facsimiles of traffic control devices of any sort shall be located within one hundred (100) feet of the point of intersection of two (2) or more public streets. No revolving red or blue lights shall be allowed. No sign

containing light shall exceed an illumination of seventy (70) foot candles as measured at a two (2) foot distance from the source of illumination.

- p. Signs in planned unit developments (PUD) shall be governed by this Ordinance, but may be modified by the express terms of the PUD.
- q. INSPECTIONS: As part of the sign permit process, the permittee shall notify the Code Enforcement Office with the Community Development Department who shall inspect such signs and approve the same if it is in compliance with the provisions of this ordinance
- r. ALTERATIONS: A lawful sign that was erected with a sign permit before the adoption of this ordinance shall not be rebuilt, refurbished, revised or relocated without conforming to the requirements set forth herein.
- s. MAINTENANCE: All signs, together with all their supports, braces, guys and anchors, shall be kept in good repair and in a proper state of preservation. The Code Enforcement Officer may order the removal of any sign that is not maintained in accordance with the provisions of this ordinance.
- t. REMOVAL OF CERTAIN SIGNS: Any unlawful sign (without a sign permit) in the City of Coweta and those signs which no longer advertise a bona fide business being conducted, or a product being sold, shall within thirty (30) days after written notification from the Code Enforcement Officer be taken down and removed by the owner, agent or person having the beneficial use of the building or structure upon which such sign may be found. See section 18.3 (v).
- u. OBSCENE MATTER: It shall be unlawful for any person to display upon any sign or other advertising structure any obscene, indecent or immoral matter.
- v. ENFORCEMENT OF UNLAWFUL OR UNSAFE SIGNS: The violation of any provision of this Ordinance shall be a municipal offense and shall be subject to a minimum \$500.00 fine. Every day of violation shall be a separate and distinct offense. If a City of Coweta Code Enforcement Officer, or other employee designated by the City Manager to enforce provisions of the Ordinance, shall find that any sign or other advertising structure regulated by this Ordinance is unsafe or insecure, or is a nuisance to the public or has been constructed or erected or is being maintained in violation of this Ordinance, he or she shall have the authority to issue a Notice to Appear citation. In addition to the issuance of a Notice to Appear citation, the City shall have the authority to cause the removal of the unlawful sign and to have the reasonable costs of such removal, and related administrative cost, assessed against the property where the unlawful sign was located.
- w. For unlawful signs located on City property, the right-of-way shown on the City of Coweta Major Street and Highway Plan and/or City easements, including signs in violation of this Ordinance, the City Code Enforcement Officer, or other employee designated by the City Manager, shall have the authority to immediately remove such signs. In addition to the penalty provisions set for the

above, any person seeking to retain custody of an unlawful sign removed from City property, City right-of-way, or City easements, shall pay to the City an administrative storage fee per fee schedule. After at least ten (10) days of storage the City shall have sign either recycled or otherwise properly disposed.

- x. No placards, leaflets, handbills or other similar signs shall be placed on the exterior wall or window of any building or public property in any district. All persons placing such materials, and all occupants and owners of buildings upon which such materials are placed shall be responsible for violation of this ordinance and punishable as per section 18.11.

18.4 AGRICULTURE DISTRICT USE CONDITIONS

- 1. Signs as a Principal Use are not allowed in the Agricultural District.
- 2. Signs as Accessory Use are subject to the following conditions:
 - a. Business signs may only be erected on a lot upon which a business is located, advertising products or services available on the property where the sign is located. All signs erected on such lots shall be oriented to be read from such highways and meet all state and federal regulations.
 - b. The maximum display surface of ground signs shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage, provided that no single sign shall exceed three hundred (300) square feet.
 - c. A minimum five hundred (500) feet spacing shall be maintained between signs except in the case of back-to-back signs, v-shaped signs subject to section 18.3(2), or signs separated by a building or other obstruction.
 - d. A ground sign shall not exceed thirty (30) feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setbacks prescribed in Section 18.2 General Location Requirements, the sign is setback one (1) foot for each foot of height exceeding thirty (30) feet provided the sign shall not exceed fifty (50) feet regardless of setback. Within one hundred (100) feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height fifteen (15) feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign does not exceed sixty (60) feet.
 - e. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use requiring announcement of its activities. The bulletin board shall not exceed twenty (20) square feet in area or ten (10) feet in height.

- f. One identification sign may be erected on each street frontage of a permitted non-residential use. The sign shall not exceed thirty-two (32) square feet in surface area, or fifteen (15) feet in height.
- g. A real estate sign advertising the sale, rental, or lease of the premises may be erected on each street frontage of the premises. The sign shall not exceed eighty (80) square feet in surface area, or fifteen (15) feet in height.

18.5 RESIDENTIAL DISTRICT USE CONDITIONS

- 1. Signs as Principal Uses are not allowed in residential districts.
- 2. Signs as Accessory Uses are subject to the following conditions:
 - a. One bulletin board may be erected on each street frontage of an educational, religious, institutional, or similar use requiring announcement of its activities. The bulletin board shall not exceed twelve (12) square feet in area or ten (10) feet in height.
 - b. One subdivision identification sign may be erected on each street frontage of a permitted non-residential use. The sign shall not exceed thirty-two (32) square feet in surface area, or ten (10) feet in height.
 - c. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be erected on each perimeter street frontage of the development. The sign shall not exceed sixty-four (64) square feet in surface area, or fifteen (15) feet in height, and illumination, if any, shall be by constant light. All such signs must be removed upon completion of construction or revocation of the building permits being issued on more than seventy-five percent (75%) of the lots in the subdivision.
 - d. A temporary real estate sign advertising the sale, rental, or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed six (6) square feet in surface area, in an R district. and shall not be illuminated in any way.
 - e. No signs are permitted in residential districts for Home Occupations per section 208 (h) or Neighborhood Group Homes per section 209 (3).

Temporary Directional Real Estate Signs in Residential Districts.

- 1. No signage shall be placed or maintained on public right-of-way or easements. In addition to other allowed signage, one (1) temporary direction sign may be placed on private property in residentially zoned

districts, with the consent of the property owner, provided that:

- a. Such sign shall not exceed four square feet in area per side and forty-two (42) inches in height;
- b. Such sign shall remain in place only from 9 a.m. Friday until 9 a.m. Monday;
- c. Such sign directs traffic to property in the residentially zoned district

Garage/Yard Sale Signs: Garage/yard sale signs shall be exempt, provided that:

- 1. The sign shall not exceed 4 square feet in surface area if the signs single-faced or 8 square feet in surface area if the sign is double-faced.
- 2. Only 1 sign shall be permitted for each lot where the garage/yard sale is being held; provided, however, that 1 sign shall be permitted along each side of a lot abutting a public street up to a maximum of 2 signs per lot.
- 3. The sign shall not exceed 5 feet in height from grade.
- 4. The sign shall be placed on private property on the premises of the sale and setback from any public right-of-way.
- 5. Any Garage Sale sign not picked up by the operator of the garage sale, the Code Enforcement Officer from the City of Coweta will consider it a nuisance and will follow that procedure.
- 6. Two (2) Temporary Off-Site Garage Sale signs are permitted at the closest major intersections to the site of the Garage Sale, provided the follow conditions are met: (1) A sign permit application is submitted and approved by the Community Development Department. (2) Written permission is obtained and submitted with the sign application to the Community Development Department from the landowner, which the off-site sign is placed.

18.6 OFFICE DISTRICT USE CONDITIONS

1. Signs as a Principal Use are not allowed in the Office District.
2. Signs as Accessory Uses are subject to the following conditions:
 - A. In the Office district, one business sign not exceeding thirty-two (32) square feet in surface area may be erected on each street frontage of a lot. Ground signs shall not exceed the height of the building in which the principal use is located or not more than fifteen (15) feet in height, whichever is lower.
 - B. During the period of construction, a temporary sign advertising the construction of improvements on the premises may be located on each street frontage of the development. The sign shall not exceed thirty-two (32) square feet in surface area nor fifteen (15) feet in height.
 - C. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed thirty-two (32) square feet in surface area nor ten (10) feet in height.

18.7 COMMERCIAL AND INDUSTRIAL DISTRICT USE CONDITIONS

1. Signs as a Principal use are not allowed in the Commercial and Industrial Districts.
2. Signs as Accessory Uses are subject to the following conditions:
 - A. Height Requirements:
 1. A ground sign shall not exceed twenty (20) feet in height, measured from the mean curb level of the lot upon which it is erected, unless in addition to the minimum setback prescribed in Section 18.2, the sign is setback one (1) foot for each foot of height exceeding twenty (20) feet provided the sign shall not exceed fifty (50) feet regardless of setback. Within one hundred (100) feet of the right-of-way of an abutting elevated street, a ground sign may be erected to a height fifteen (15) feet above the elevation of the street if the sign is designed to be viewed primarily from the elevated street and the sign does not exceed sixty (60) feet.
 2. A roof sign shall not extend more than twelve (12) feet above the mean roof level of the structure to which it is affixed.
 3. A projecting sign shall not extend more than nine (9) feet above the mean roof level of the structure to which it is affixed.
 - B. Display Surface Area Requirements:

1. The maximum display surface area of ground signs in a commercial or industrial district shall be limited to an aggregate of one (1) square foot of display area per each lineal foot of street frontage.
2. The maximum display surface area for wall, canopy, roof and projecting signs in commercial and industrial districts shall be limited to one (1) square feet per each lineal foot of building wall to which the sign or signs are attached.
3. Signs are permitted as accessory uses in the CN- Neighborhood Commercial District subject to the following conditions:
 - A) All business signs shall not exceed an aggregate display surface area of one (1) square foot of display area per each lineal foot of street frontage.
 - B) A ground sign shall not exceed twenty (20) feet in height, measured from the mean curb level of the lot upon which erected.
4. During the period of subdivision construction, a temporary sign advertising the construction of improvements on the premises may be located on each street frontage of the development. The sign shall not exceed thirty-two (32) square feet in surface area nor ten (10) feet in height.
5. A temporary real estate sign advertising the sale, rental or lease of the premises may be erected on each street frontage of a lot. The sign shall not exceed thirty- two (32) square feet in surface nor ten (10) feet in height.

18.8 POLITICAL SIGNS

Political campaign signs are allowed in any zoning district. No political campaign sign shall be erected more than forty-five (45) days prior to any election, nor shall any sign be permitted to remain on any property more than seven (7) days following an election; no political campaign signs shall be permitted on public property and they shall be permitted on private property only with the consent of the property owner; the display surface area of each political campaign signs located in R or O zoning districts shall not exceed sixteen (16) square feet in surface area; only one side of a double faced sign shall be computed in the computation of display area. These signs are not to be located in any public park or city owned property.

18.9 BANNERS, PORTABLE AND PROMOTIONAL SIGNS

1. A banner, portable or promotional sign shall be permitted only as provided herein, and such permits will be limited to no more than four (4) per year for any single business. Such banners, portable or promotional signs shall be used for a period of no more than thirty (30) days on any one occasion. Permits issued under this ordinance must be used within twelve (12) months from the date the first permit is issued; are not transferable, and may not be renewed by the permit holder or by others for that location within (one) 1 year.
2. Signs previously permitted or allowed shall not be exempt from this amendment to the sign code.
3. All banners, portable or promotional signs shall conform to the zoning requirements for the location in which they are used, as well as those in section 18.2, General Location Requirements and section 18.3, General Use Conditions.
4. Banners, portable and promotional signs shall be located only on privately owned or leased property, advertising products or services available on the property where the sign is located.
5. The banner, portable or promotional sign designation does not apply to business identification signs on company vehicles used in the daily operation of the business.
6. Vehicles with signage may not be parked Off-site or On-Site for the principal use of advertising.
7. No portable sign shall be placed unless such sign is anchored at each support by a steel rod driven at least eighteen (18) inches into the ground, or unless said sign is attached by a steel chain having at least three-quarters (3/4) inch links or by a steel cable of at least one-half (1/2) inch diameter to a building or to a permanent ground sign, or similar upright supporting structure. Regardless of any other provisions to the contrary, all signs and other advertising structures shall be designed and constructed to withstand a wind pressure of not less than forty (40) pounds per square foot of area, or of materials which are unlikely to become dangerous projectiles when propelled by windstorms.

8. Real estate signs are regulated in the usage guidelines for the zoning district in which they are located.
9. The permit fee for banners, portable and promotional signs shall be per fee schedule per thirty (30) day permitted time period, plus an additional fee per fee schedule if the sign requires an electrical connection. If electricity is required, the installation shall conform to the current Building and Electrical codes and be installed by a licensed electrical contractor who holds a current City of Coweta contractor's license.
10. Signs for Temporary Fireworks stands must follow the same permit procedure as a permanent sign.
11. Permanent banner signs are permitted in non-residential zoning. One sign is permitted per street frontage, per lot of record.

18.10 PERMIT PROCESS

1. No signs, except for temporary real estate signs located on and offering property for sale or for rent, having six (6) square feet or less of display surface, may be constructed or erected within the City, without first receiving a sign permit.
2. All permanent signs, which are permitted under this ordinance, or any future amendments thereto shall be installed by licensed sign contractors in accord with the locations and plans approved at the time of application for a sign permit.
3. Regarding permits for banners, portable and promotional signs, see Section 18.10 (5).
4. A sign permitted for use shall not be changed at a later time to a different use without receipt of a permit for the new intended use.
5. Applications for sign permits must include but are not limited to the following information:
 - a. Proof of ownership or written permission of the owner of the lot upon which the proposed sign will be constructed.
 - b. A detailed site plan of the property showing the proposed sign location and all structures and easements and driveways.

- c. The proposed dimensions of the sign and a description of the method of supporting the sign.
- d. The measurement of distances from the proposed signs to the designated state or federal highway, turnpike, street or relevant boundary of different zoning districts from the district in which the proposed sign is to be located.
- e. The name and business address of the licensed sign contractor and the licensed electrical contractor or licensed electrical sign contractor if the sign is electrically powered.
- f. The name and contact information of the sign owner.
- g. Type of sign requested: Ground/Wall/Projecting etc. Permanent or temporary, illuminated or not illuminated.
- h. Sign permit fees are as per the fee schedule as approved by the Coweta City Council.

* Included in the permit fee is an inspection that is required by the City of Coweta. It is the responsibility of the Owner/Erector of the sign to contact the Community Development Department for an inspection upon completion of the installation of the sign.

18.11 PENALTIES

- 1. The installation of any sign without obtaining the required permit is punishable under Section 1-108 General Penalty of the City of Coweta Code of Ordinances and shall be subject to double the permit fees as per fee schedule.

SECTION 1-108 GENERAL PENALTY.

- a. Except as otherwise provided by state law, whenever in this code or in any ordinance of the city an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in the code or ordinance the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefore, the violation of any provision of this code or of any ordinance, upon conviction, shall be punished by a fine per the City of Coweta City Council. Each day or any portion of a day during which any violation of this code or of any ordinance shall continue shall constitute a separate offense.

- b. Any person who shall aid, abet or assist in the violation of any provision of this code or any other ordinance shall be deemed guilty of a misdemeanor and upon conviction shall be punished as provided in this section.”
2. In addition to available penalties, violation of any portion of the Zoning Code may be abated as a public nuisance upon the order of the City Manager or his designee’s. However, the City Manager shall provide an appropriate hearing after contacting the sign owner no later than fourteen days following the abatement, and the sign shall be preserved by the City until after said hearing. In the event the abatement of a sign is determined to be proper at such hearing, or if the hearing is waived, the costs of abatement may be assessed in accordance with state law.
3. Based upon the determination of the Community Development Department, any sign that was erected inside the City Limits of the City of Coweta without a sign permit after the effective date of this ordinance, the owner shall pay twice the normal sign permit fee.

18.12 DEFINITIONS

1. **Abandoned Sign.** Any sign that advertises a business, lessor, owner, product, service or activity that is no longer located on the premises where the sign is displayed.
2. **Advertising Devices.** Banners, streamers, wires, rope, wind operated devices, flashing lights or other similar contrivances affixed to poles to highlight a sign.
3. **A-Frame Sign:** Any Sign of a structural framework with steeply angled sides meeting at the top like the sides of the letter A. Such signs may also be know as sandwich board signs. One time permit fee per fee schedule.
4. **Area Marker:** A sign that designates or identifies a subdivision or development.
5. **Awnings.** Any structure made of cloth or metal with a metal frame attached to a building and not projecting over public right of way when so constructed to permit its being lowered to a position not over the public right of way and to permit its being raised to a position flat against a building when not in use.
6. **Billboard:** A sign that is designed for changeable messages which advertise or direct attention to a business, commodity, service or entertainment conducted, sold or offered elsewhere than on the premises upon which the sign is located or

to impart a public service message. The billboard sign is usually larger than eight feet by four feet (8' x 4') in dimensions and may be owned by a commercial company that leases or rents the billboard space for advertising purposes.

7. **Business Sign.** Any display, device, figure, plaque, poster or sign maintained or used to advertise or to inform or to direct the attention of the public to a business or activity conducted upon the premises upon which such sign is located or to a product or service sold or rendered thereon.
8. **Changeable Copy Sign.** A sign designed to allow changing of copy manually.
9. **Contractor Sign** Signs that denote the architect, engineer, contractor, lending institution or other related business when placed upon work under construction.
10. **Copy.** Words, letters, numbers, figures, designs or other symbolic representations incorporated into a sign.
11. **Double Face Sign.** An advertising structure with faces in opposing directions and using the same supports, hardware and frame.
12. **Face of Building.** The total area of the main wall of a building, including windows, doors and openings, that abuts the front yard of a building or walls that are located on the front property line. On corner lots the face of the building shall include main walls facing the front yard and side yard or main walls fronting on all front and side property lines.
13. **Face.** That area of a business sign containing the advertising information, painting, drawing or message intended or used to advise or informs, and excludes trim and supports.
14. **Flashing Signs.** Any sign, the illumination of which is not constant in intensity when in use except illuminated signs, which indicate the date, time or temperature, or other public service information shall not be considered a flashing sign. Flashing signs are not permitted inside the City Limits of Coweta.
15. **Garage Sale Sign.** Signs advertising garage sales, or the sale of tangible personal property and include lawn sales, attic sales, flea market sales and similar sales of personal property are allowed on-site only.
16. **Ground Sign.** Any business sign which is not attached to a building but is supported by braces, post, or by any other means than by attachment to a building support.
17. **Height of Sign.** The vertical distance from ground level to uppermost point of sign.
18. **Illegal Sign.** Any of the following:

- a. A sign erected without first obtaining a permit and complying with all regulations in effect at the time of its construction or use;
 - b. A sign that was legally erected but whose use has ceased because the business it identifies is no longer conducted on the premises.
 - c. A nonconforming sign for which the amortization period has expired.
 - d. A sign that was legally erected which later became nonconforming and then was damaged to the extent of 50 percent or more of its current replacement value;
 - e. A sign that is a danger to the public or is unsafe; or
 - f. A sign that pertains to a specific event that has not been removed within five days after the occurrence of the event is subject to a fine per fee schedule.
19. **Inflatable:** Any sign or inflatable device of more than 2 cubic feet in capacity designed to be filled with air or a gas lighter than air, used singly or in cluster, displayed to attract the attention of the public. This definition shall include balloons and balloon signs.
20. **Marquee:** A roof-like structure of a permanent nature that projects from the wall of a building and may overhang public way. Changeable lettering may be a part thereof.
21. **Maximum Display Surface.** The area of the smallest geometric figure, or the sum of the combination of regular geometric figures, which comprise the face of the sign. The area of any double-sided or V shaped sign shall be the area of the largest single face only. The area of a sphere shall be computed as the area of a circle. The area of all other multiple sided signs shall be computed as 50 percent of the sum of the area of all faces of the sign.
22. **Menu Board Sign:** Any sign, which directs attention to a restaurant menu as an accessory structure to the restaurant with drive-through facilities. Such as a sign may be illuminated and freestanding, and contain a two-way communication system for the purpose of food ordering only.
23. **Monument Sign.** A freestanding sign with a base affixed to the ground, where the length of the base is at least two-thirds the horizontal length of the monument.
24. **Moving Sign.** Any sign which moves or has moving parts other than parts which indicate time, temperature; or other moving devices which provide needed public service information.
25. **Nonconforming Sign.** An advertising structure or sign which was lawfully erected and maintained prior to the adoption of this Zoning Ordinance, and which

has subsequently come under the requirements of this Zoning Ordinance but does not now completely comply.

26. **Off-Site Advertising Sign** Any sign which directs the attention of the public, the business or activity conducted or product or service sold or offered at a location not on the same premises where such outdoor advertising sign is located.
27. **Pole Sign**. A freestanding sign with a base supported from the ground by a pole or a similar support structure of narrow width.
28. **Premises**. An area under a single ownership or a single lease, no part of which is separated from the other by any land under a different ownership or lease agreement.
29. **Projecting Sign**. Any sign, which is firmly attached to a building and extends outward there from.
30. **Right of Way**. Defined by the Coweta Major Street and Highway Plan. The actual street pavement plus the defined distance for future expansion of individual streets and highways located within the City of Coweta corporate limits.
31. **Roof Sign**. Any sign erected, constructed, or maintained upon the roof of any building.
32. **Sign Area**. The entire area of the actual message or copy area. It shall include decorative trim or embellishments but shall not include structural elements outside the limits of such display surface and not forming an integral part of the display. On all signs, all faces shall be counted in computing the sign area.
33. **Sign**. An identification, description, illustration, or device which is affixed to or represented directly or indirectly upon a building, structure, or land and which directs attention to a product, place, activity, person, institution or business.
34. **Special Event**: An event, activity, sale or service or other occasion that is temporary or seasonal in nature, is limited in duration and is not regularly repeated within the same calendar year. For the purposes of this definition, a Special Promotion or other similar occasion shall be deemed to be synonymous. A slogan e.g. (the store with the best bargains) shall not be deemed a special event. This shall be defined as, once a year for less than 30 days at a time.
35. **Street or Highway Frontage**. The distance along any one side or any public street or highway, street or alley, measured along the right of way line or parallel to the normal right of way line where the right of way line is not affixed.
36. **Temporary Signs**. Any sign intended to be displayed for a limited period of time and capable of being viewed from any public right of way, parking area or neighboring property. Portable signs or any sign not permanently embedded in

the ground, or not permanently affixed to a building or sign structure are considered temporary signs. **30 days or less.**

37. **Vehicle Sign.** A sign that is attached to or painted on a vehicle that is parked on or adjacent to any property, the principal purpose of which is to attract attention to a product sold or business located on the property.
38. **Wall Sign.** Any sign which is painted on or firmly attached to a wall of any building and which does not extend beyond the building more than twelve (12) inches.
39. **Window Sign.** A sign posted, painted, placed, or affixed in or on a window exposed to public view. An interior sign that faces a window exposed to public view that is located within three feet of the window is also considered a window sign.

18.13 PROHIBITED SIGNS

1. Off-Site Advertising Signs
2. Billboard Signs regulated by other Sections of this Code. Ordinance 561.
3. Signs erected in violation of the City's building, electrical or sign codes, or other applicable local regulations.
4. Illuminated signs being powered by extension cords.
5. Signs erected in violation of federal or state law.
6. Portable signs and plastic arrow signs, except as allowed as temporary signage or in the Central Business District (CBD).
7. Animated flashing, rotating or revolving signs. Nothing contained herein shall be constructed to prohibit time and temperature or other public interest electronic message signs which otherwise conform to the provisions of the Sign Code.
8. Signs on vehicles used or intended to be used as an on-premise sign. It shall be prima facie evidence that a sign is used as an on-premise sign if a vehicle is parked on site for a continuous period exceeding 48 hours.
9. Temporary Off-Site Signs including portable, portable flashing arrow signs and banners.
10. Any inflatable sign.
11. Any advertising flag, except as provide for special events.
12. Any Obsolete sign, if not deemed Historical by the City of Coweta City Council.

18.14 EXEMPT SIGNS

The following signs shall be exempt from the provisions of this chapter.

1. Official notices authorized by a court, public body or public safety official.
2. Directional, warning or informational signs authorized by federal, state, or municipal governments.
3. Memorial plaques, building identification signs and building cornerstones when cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure.
4. The flag of a government or noncommercial institution such as a school.
5. Religious symbols and seasonal decorations within the appropriate public holiday season.
6. Works of fine art displayed in conjunction with a commercial enterprise where the enterprise does not receive direct commercial gain.
7. Street address signs and combination nameplate and street address signs that contain no advertising copy and which do not exceed (4) square feet in area.

18.15 SIGN VARIANCES

The City of Coweta Board of Adjustment may grant a variance to the requirements of this Code only if the applicant demonstrates compliance with the following criteria:

1. That the variance is necessary due to extraordinary or peculiar circumstances related to the size, shape, topography, or location of the subject property.
2. That the extraordinary or exceptional conditions of the subject property are not a direct result of the actions of the applicant.
3. That the variance as granted represents the least deviation from the prescribed regulations necessary to accomplish the purpose for which the variance is sought and which is consistent with the stated intent of this Code.
4. That the granting of the variance shall result in greater convenience to the public in identifying the business location for which a sign code variance is sought.
5. That the granting of the variance will not be detrimental to the public welfare will not constitute a public nuisance or adversely affect public safety.
6. That the granting of the variance will not interfere with the location and identification of adjacent businesses. Buildings or activities.

18.16 Variance for Off-Site Advertising

The City of Coweta Board of Adjustment may grant a variance to the requirements of this Code only if the applicant demonstrates complete compliance with the following criteria:

All requests for off-site advertising will be required to submit a request to the Board of Adjustment for approval. The request must contain a detailed drawing of the sign, the requested location for said sign and a statement of hardship as to why off-site signage is a must for said business. Any sign approved for off-site advertising must meet the following requirements:

1. No off-site advertisement will be allowed that is not approved by the Board of Adjustments of the City of Coweta. Any sign that is constructed off site from said business, without prior approval granted by the Board of Adjustment, will be assessed a \$200.00 fine.
2. There will be a minimum separation of 400 feet between all off-site signs.
3. No sign will be placed closer than 65 feet from centerline of the roadway and no closer than 25 feet from any railroad tracks and not within the public right of way.
4. No sign shall be placed closer than 125 feet from the corner of any intersection.
5. Any sign to be placed on private property must have a lease agreement, from the property owner, submitted with request package.
6. All signs will be permitted for 12 months, and at the end of the permit period will require reapplication and issuance of a permit, without costs, to insure compliance. Any sign that is deemed out of compliance will be given 14 business days to fix any and all problems or sign will be removed. Any sign that is removed by the City for failure of compliance will be assessed a \$50.00 fine for removal.

A. Design and construction requirements are as follows:

1. Signs shall be professionally designed and constructed to compliment the community.
2. Signs placed near intersection will be no larger than 8 feet by 8 feet.
3. Signs placed in between intersections will be one of 3 sizes, but no larger than 4 feet by 8 feet, 4 feet by 6 feet and no smaller than 4 feet by 4 feet.
4. All signs may be 2-sided advertising and may be shared by separate businesses. If not, then the backside must be encased with MDO board white in color; no other color will be allowed.
5. All signs must be built to withstand wind loads and cannot have any braces placed to support the sign other than the poles used to place the sign in the ground.
6. No sign will have metal poles to support sign in order to prevent breakaway ability.
7. All signs shall be made of ½-inch, pre-finished MDO board and framed with 4" by 4", 5" by 5" or 6" by 6" treated lumber, which must be encased with finished white MDO board; no other color for encasement will be allowed.
8. The bottom of all signs will be no higher than 24" and no lower than 12" from the ground surface.

B. Side Street Directional Offsite signs

1. Any side street business may request directional signs by submitting a request through the Board of Adjustment and must follow the same requirements as outlined above.
2. Directional signs, placed on buildings, at the alley or intersection, to direct traffic to businesses down a side street and/or alleys, may be permitted if permission is granted by the building owner. This permission must be in writing and submitted with the request.
3. All signs shall be 2 feet by 3 feet and shall be professionally designed and constructed, and must compliment the colors and material of the building in which it is applied to.