

EDGERTON PLANNING COMMISSION  
REGULAR SESSION  
Edgerton City Hall  
July 9, 2019  
7:00 P.M.

1. Call Meeting to Order
2. Pledge of Allegiance
3. Roll Call

4. **CONSENT AGENDA**

*(Consent Agenda items will be acted upon by one motion unless a Planning Commissioner requests an item be removed for discussion and separate action.)*

- A. **MINUTES** - Consideration of Minutes for Regular Planning Commission Session of June 11, 2019.

5. **NEW BUSINESS**

A. **PUBLIC HEARING – PRELIMINARY PLAT – APPLICATION PP2019-03**

Hold a public hearing in consideration of Application PP2019-03 for Preliminary Plat for On the Go Travel Center located on the northeast corner of Interstate 35 and Homestead Lane, Edgerton, KS.

Applicant: David Anderson  
Agent: KBS Constructors, Inc.

**APPLICANT HAS REQUESTED A CONTINUANCE TO THE AUGUST 13, 2019 PLANNING COMMISSION MEETING.**

B. **FINAL PLAT – APPLICATION FP2019-03**

Consideration of Application FP2019-03 for Final Plat for On the Go Travel Center located on the northeast corner of Interstate 35 and Homestead Lane, Edgerton, KS.

Applicant: David Anderson  
Agent: KBS Constructors, Inc.

**APPLICANT HAS REQUESTED A CONTINUANCE TO THE AUGUST 13, 2019 PLANNING COMMISSION MEETING.**

C. **PUBLIC HEARING – PRELIMINARY SITE PLAN – APPLICATION PS2019-01**

Hold a public hearing in consideration of Application PS2019-01 for Preliminary Site Plan for On the Go Travel Center located on the northeast corner of Interstate 35 and Homestead Lane, Edgerton, KS.

Applicant: David Anderson  
Agent: KBS Constructors, Inc.

**APPLICANT HAS REQUESTED A CONTINUANCE TO THE AUGUST 13, 2019 PLANNING COMMISSION MEETING.**

**D. FINAL SITE PLAN – APPLICATION FS2019-04**

Consideration of Application FS2019-04 for Final Site Plan for On the Go Travel Center located on the northeast corner of Interstate 35 and Homestead Lane, Edgerton, KS.

Applicant: David Anderson  
Agent: KBS Constructors, Inc.

**APPLICANT HAS REQUESTED A CONTINUANCE TO THE AUGUST 13, 2019 PLANNING COMMISSION MEETING.**

**E. UDCA2018-01 - AMENDMENTS TO THE UNIFIED DEVELOPMENT CODE**

Consideration of Application UDCA2018-01 requesting recommendation of City Attorney reviewed updates to the City of Edgerton Unified Development Code Article 12 *Sign Regulations* to the Governing Body of the City of Edgerton.

6. Future Meetings
  - Regular Session – August 13, 2019 at 7:00 PM
7. Adjourn

EDGERTON CITY HALL  
PLANNING COMMISSION MEETING  
REGULAR SESSION  
June 11, 2019

The Edgerton Planning Commission met in regular session with Chair John Daley calling the meeting to order at 7:00 p.m.

All present participated in the Pledge of Allegiance.

The Roll Call was answered, indicating those present were Chair John Daley, Commissioner Tim Berger, Commissioner Jeremy Little, and Commissioner Charlie Crooks. Commissioner Josh Beem was absent from the meeting. Also present were: Mayor Donald Roberts, City Administrator Beth Linn, Development Services Director Katy Crow, and Planning and Zoning Coordinator Chris Clinton.

The Planning and Zoning Coordinator announced a quorum was present.

**CONSENT AGENDA**

Mr. Berger motioned to approve the item as presented in the Consent Agenda, Mr. Crooks seconded. The consent agenda was approved, 4-0.

**MINUTES**

The minutes for Regular Session of May 14, 2019 were considered and approved.

**NEW BUSINESS**

**ELECTION OF PLANNING COMMISSION OFFICERS**

Pursuant to the Bylaws of the Planning Commission, an annual meeting is held in June of each year for the purpose of electing a Planning Commission Chair, a Vice Chair, and a Secretary. Ms. Crow stated that the Planning Commission is required to have the officers per City Bylaws. Mr. Daley asked if any of the Commissioners wanted to change who the officers are. Mr. Crooks motioned to retain the same officers with Mr. John Daley as the Chair, Mr. Tim Berger as the Vice Chair, and Mr. Jeremy Little as the Secretary, Mr. Berger seconded. The motion carried, 4-0.

**TEMPORARY CONSTRUCTION USE – APPLICATION TU2019-05**

Katy Crow, Development Services Director, introduced Application TU2019-05 requesting a gravel parking lot for ColdPoint Logistics at 31301 West 181<sup>st</sup> Street. Ms. Crow stated the applicant is Aaron Burks of ColdPoint. The ColdPoint facility is being built in phases with Phases I, II, and III being complete. With those phases completed, there is not enough room on the parcel to stage equipment needed to build Phase IV. Applicant is requesting to utilize Tract A of the parcel which abuts 181<sup>st</sup> Street to create the lay down lot. NorthPoint owns the parcel and has provided permission to ColdPoint for the use of the lot. Ms. Crow explained this lot had been used for Phase III. This request came in last fall, but staff requested it be held until the applicant was actually ready to begin construction.

Ms. Crow informed the Commissioners staff recommends approval with the following stipulations:

- 1) The lot may not be used for the staging of trucks carrying product to or from the ColdPoint site or trucks waiting to pick up loaded trailers. Only semi-trailers for construction use may be stored on this lot.
- 2) Temporary living quarters are not permitted on-site.
- 3) All occupied buildings shall have access to potable water from an approved water source.
- 4) All signage shall only be placed pursuant to applicable sign regulations in Article 5 and 12 of the Unified Development Code (UDC) of the City of Edgerton with a sign permit application submitted for review if necessary.
- 5) All buildings, outdoor storage, machinery yards, and similar uses shall be able to be fully secured when not in use.
- 6) All vertical structures shall require a building permit pursuant to the Code of Regulations for Buildings and Construction, 2010 Edition of the City of Edgerton prior to being occupied.
- 7) All contractors shall obtain all required permits pursuant to the Code of Regulations for Buildings and Construction, 2010 Edition or other applicable chapters of City Code, including a current Edgerton Business License.
- 8) Off-site impacts from on-site construction-related activities shall be minimized to the extent possible. This shall include compliance with City Regulations and Policies with regards to the tracking of debris onto public streets. Improvements for a construction entrance and the access road shall be required prior to operation and must be continually maintained in good condition.
- 9) On-site Stormwater Management Plan shall be approved by the City prior to the disturbance of land.
- 10) Land disturbance activities shall be done pursuant to Article 12 of the Code of Regulations for Buildings and Construction, 2010 Edition of the City of Edgerton.
- 11) Contractors are required to address any issues that affect off-site properties or public rights-of-way or easements in a reasonable period of time.
- 12) Property owner and/or general contractors shall provide City and emergency response agencies a copy of a site-specific Safety Action Plan.
- 13) Property owner and/or general contractors shall provide a Construction Management Plan to the City.
- 14) Staff retains the ability to establish reasonable requirements for the operation for the duration of approved use.
- 15) Permission for temporary construction activities is granted for a period ending June 11, 2020 or at the issuance of a Certificate of Occupancy, whichever comes first. At that time, all construction materials are to be removed from the site and it is to be planted with grass seed and matting to control erosion.

Mr. Berger motioned to approve application TCU2019-05 with the stipulations outlined, Mr. Little seconded. Temporary construction use TU 2019-05 approved, 4-0.

#### **TEMPORARY CONSTRUCTION USE – APPLICATION TU2019-06**

Ms. Beth Linn, City Administrator and Mayor Donald Roberts entered the meeting at 7:07 p.m.

Ms. Crow introduced Application TU2019-06 requesting a rock and dirt hauling operation on the property located at the southeast corner of West 191<sup>st</sup> Street and Homestead Lane. This application is a renewal of a temporary construction use permit that was issued in April of 2018 that is now expired. The property owner is Mr. Omar Holtgraver, who has provided a letter granting permission to Hartman Excavating, the applicant, to continue removing the rock and dirt. The applicant is requesting

operations to start at 7 a.m. and go to 7 p.m. on Monday through Saturday. Hartman Excavating indicated water is to be used for dust control.

Ms. Crow informed the Planning Commission that staff recommends approval of the application with the following stipulations:

- 1) Temporary living quarters are not permitted on-site.
- 2) All occupied buildings shall have access to potable water from an approved water source.
- 3) All signage shall only be placed pursuant to applicable sign regulations in Article 5 and 12 of the UDC of the City of Edgerton with a sign permit application submitted for review if necessary.
- 4) All buildings, outdoor storage, machinery yards, and similar uses shall be able to be fully secured when not in use.
- 5) All vertical structures shall require a building permit pursuant to the Code of Regulations for Buildings and Construction, 2010 Edition of the City of Edgerton prior to being occupied.
- 6) All contractors shall obtain all required permits pursuant to the Code of Regulations for Buildings and Construction, 2010 Edition or other applicable chapters of City Code, including a current Edgerton Business License.
- 7) Land disturbance activities shall be done pursuant to Article 12 of the Code of Regulations for Buildings and Construction, 2010 Edition of the City of Edgerton.
- 8) Improvements for a construction entrance and the access road shall be required prior to operation and must be continually maintained in good condition.
- 9) Contractors are required to address any issues that affect off-site properties or public rights-of-way or easements in a reasonable period of time.
- 10) Hours of operation shall be limited to from 7:00 a.m. to 7:00 p.m., Monday through Saturday, unless otherwise approved by staff.
- 11) Staff retains the ability to establish reasonable requirements for the operation.
- 12) Property owner and/or general contractors shall provide City and emergency response agencies an updated copy of the site-specific Safety Action Plan.
- 13) Property owner and/or general contractors shall provide an updated Construction Management Plan to the City.
- 14) All activities will be performed in compliance with Kansas Department of Health and Environment (KDHE) and the requirements of the KDHE Bureau of Air.
- 15) Operator will insure that haul loads do not exceed legal limits for truck weight.
- 16) Off-site impacts from on-site construction-related activities shall be minimized to the extent possible. This shall include compliances with City Regulations and Policies regarding the tracking of debris onto public streets.
- 17) Best Management Practices may be required where protentional impacts to stormwater conveyance facilities occur (i.e., silt fencing, berming, creation of a construction entrance, etc.).
- 18) Permission for temporary construction activities is granted for a period ending May 1, 2020.

Mr. Daley asked if this application was to clear the site. Ms. Crow replied that is correct and the pile is made of the spoils from other projects in Logistics Park Kansas City (LPKC) and needs to be cleared should the parcel ever be developed.

Mr. Crooks motioned to approve application TCU2019-06 with the stipulations noted by staff, Mr. Berger seconded. Temporary construction use TCU2019-06 approved, 4-0.

## **UDCA2018-01– AMENDMENTS TO THE UNIFIED DEVELOPMENT CODE**

Ms. Crow introduced application UDCA2018-01, regarding revisions to Articles 4 (Commercial Zoning Districts), 10 (Site Plans and Design Standards), and 16 (Parking and Loading Regulations) of the City of Edgerton's UDC. Ms. Crow explained the Planning Commission recommended adoption of Articles 10 and 16 to the City Council at the May 14, 2019 Planning Commission meeting. Staff provided those articles to the City Attorney to review and he did have recommendations for edits prior to the Articles moving forward to the City Council.

Ms. Crow informed the Planning Commission the City Attorney has also reviewed the Article 4 Sections provided to them tonight - Section 4.1 (C-D Downtown Commercial District), Section 4.2 (C-1 General Commercial District), Section 4.3 (C-2 Heavy Service Commercial District) and Section 4.4 (C-3 Highway Service Commercial). Ms. Crow stated there were two new sections that were created by staff after review of Article 4. Those sections are Section 4.6 - Awnings and Fencing and Section 4.7 - Fuel Stations, Convenience Stores and/or Drive-Throughs. The new sections were created to keep the other sections shorter as these topics were frequently brought up in other sections. Ms. Crow said staff would request these Articles be recommended for approval to the Governing Body if approved by the Planning Commission.

Ms. Crow stated the changes in Article 10 are mostly grammatical and semantic edits, with few if any changes to content. The first page of Article 10 contains addition of wording that make the UDC easier to read. One key addition was providing the Planning Commission the ability to have the final decision on whether a Preliminary Site Plan is required from an applicant. At several points in Articles 10 and 16 the City Attorney made note that he had not cross-checked Article references listed. A phrase was added by the City Attorney stating that it shall be the Zoning Administrator's opinion which determines whether or not a revised Site Plan contains significant enough changes to require a new Public Hearing. On the final page of Article 10, wording of an expiration period of one year for an approved Site Plan was added.

Mr. Berger motioned to approve the changes and recommend adoption of Article 10 to the Governing Body, Mr. Little seconded. Motion was approved, 4-0.

Ms. Crow brought forth Article 16 to the Planning Commission by stating the changes in blue were made by the City Attorney and the changes in red are changes made by staff in conjunction with the City Attorney. On the first page of Article 16, a statement was added that requires new structures to adhere to the regulations outline in this article. The definition of a vehicle was expanded to state what can and cannot be stored in parking spaces. The final change on the first page was to inform the property owner that a change in use will require the Site Plan to account for any additional parking that might be required. Ms. Crow gave the example of a lot changing from a bank which per Article 16 requires one parking space for each 300 square feet of gross floor area to a retail convenience store which requires one space for each 200 square feet of gross floor area. On the third page there was verbiage added to ADA requirements that will allow any amendments to the American with Disabilities Act, Accessibility Guidelines be applied without any changes to the UDC. The rest of the changes to Article 16 are grammatical changes and not changing content.

Mr. Berger motioned to approve the changes and recommend adoption of Article 16 to the Governing Body, Mr. Crooks seconded. Motion was approved, 4-0.

Ms. Crow reminded the Planning Commission that Article 4 was provided to them last month to review. She explained the City Attorney has already reviewed the articles before the Planning Commission, and tonight they are seeing a final copy with no blue or red changes. The main change from the copies handed out last month to the copy before them, is the alphabetizing of permitted uses and some minor grammatical changes.

Ms. Crow stated staff added Sections 4.6 and 4.7 regarding awnings and fences and fuel stations, convenience stores and/or drive-throughs respectively. These sections were added because the regulations outlined in Section 4.6 were being referenced in many of the other sections in Article 4, so for continuity and brevity, the section was added. Section 4.7 was added because staff felt it necessary to outline more requirements than the general zoning district required. References to the new sections are made in the proper locations in the zoning districts' design guidelines.

Ms. Crow informed the Planning Commission that when staff was using the new draft of Article 4 to review a project, they discovered there was no right-of-way buffer requirements for landscaping in Article 4. Ms. Crow explained a landscape buffer should be added to this article similar to the requirements for the Logistics Park L-P District. Ms. Linn stated that if the Planning Commission approves, staff can use the landscaping requirements that is in other zoning districts of the UDC to add similar language to Article 4.

Ms. Linn acknowledged the Planning Commission's time spent on working through the UDC update process. It is staff's hope to have just one major amendment to the UDC and work on small sections that need to be updated in the future.

Ms. Crow stated that more sections, including Section 4.0 - Office District and Section 4.5 – Transitional District are both forthcoming at a future meeting.

Mr. Little motioned to approve the current staff updates, allow staff to update the landscaping requirements and other minor changes, and recommend adoption to Governing Body, Mr. Berger seconded. The motion carried, 4-0.

Ms. Crow said the edits will be made and the Governing Body will receive copies to review at the June 13<sup>th</sup> meeting and the application will go before the City Council for approval at the June 27<sup>th</sup> meeting.

### **FUTURE MEETING**

The next meeting is scheduled for July 9, 2019. Ms. Crow informed the Planning Commission that there will be an application before the Board of Zoning Appeals at 6:30 before the regular scheduled meeting. Mr. Berger stated that he will not be in attendance. Mr. Daley asked if a quorum will need to be present. Ms. Crow answered a quorum will be needed and staff will verify a quorum will be present beforehand.

### **ADJOURNMENT**

Motion by Mr. Berger, seconded by Mr. Crooks, to adjourn. Motion was approved, 4-0.

The meeting adjourned at 7:35 p.m.

Submitted by: Chris Clinton, Planning and Zoning Coordinator

DRAFT



**STAFF UPDATE**

Date: July 9, 2019  
To: Edgerton Planning Commission  
From: Katy Crow, Development Services Director  
Re: **UDCA 2018-01** - Consider amendments to the Unified Development Code pertaining to Article 12 – *Sign Regulations*

**BACKGROUND INFORMATION**

At the December 11, 2018 Planning Commission Meeting, a public hearing was opened for Application UDCA2018-01 regarding revisions to Articles 4, 10 and 12 of the City of Edgerton's Uniform Development Code (UDC). The public hearing was continued during the January 8, 2019 Planning Commission Meeting and was closed during the February 12, 2019 meeting. During each continuance of the public hearing, an opportunity for the public to provide input was given. No public comments were provided.

Last month, the Edgerton Planning Commission recommended for adoption, revised Articles 4 – *Commercial Zoning Districts* and 10 – *Site Plans and Design Standards*. Enclosed in this packet is a revised version of Article 12 – *Sign Regulations*. This revised version contains updates specifically focused on the *Commercial Zoning Districts* – C-D, C-1, C-2, and C-3 since significant updates were made regarding Commercial Development. Staff researched standard industry practices related to signage in neighboring jurisdictions and provided information to Commissioners for review and discussion. These updates were made with information discussed during Planning Commission Work Sessions and the public hearing process. In addition, the City Attorney was consulted to determine if amended content was within the legal confines of both state and federal regulations.

Additional updates will be made to Article 12 as revisions are made to the other Zoning Districts (Agricultural, Residential, additional Commercial Districts, Industrial Districts and Planned Unit Developments).

Staff requests that the Commissioners review the revisions presented for Article 12 and provide any commentary or corrections.

**STAFF RECOMMENDATION**

Once all comments and corrections have been addressed, staff recommends the Planning Commission move to **recommend the adoption** of Unified Development Code Article 12 - to the Governing Body at the City Council Meeting on July 25, 2019.

## Article 12 Sign Regulations

Section 12.1	Intent and Purpose
Section 12.2	Applicability
Section 12.3	Permits
Section 12.4	Exemptions
Section 12.5	Prohibited Signs
Section 12.6	Nonconforming Signs
Section 12.7	General Restrictions
Section 12.8	Design, Material, and Construction
Section 12.9	Special Sign Regulations
Section 12.10	Severability and Substitution
Section 12.11	Sign Terminology and Definitions
Section 12.12	Permitted Signs

- 12.1 Intent and Purpose.** The Edgerton Governing Body and the Planning Commission finds that an unregulated proliferation of signs results in visual clutter, is harmful to aesthetics and property values, contributes to traffic hazards, and is not productive to the goals of community development. It is the intent and purpose of this section to establish a level of visual quality for signs by limiting the type, place, size, manner, height and materials of signs and advertising devices in the City of Edgerton. This section provides minimum standards to insure traffic safety; safeguard life, health and property values; provide guidelines for the maintenance of signs; reduce distractions and obstructions by signs that would adversely affect traffic safety, and to alleviate hazards caused by signs projecting over or encroaching upon public ways; ensure that signs provide orientation and adequately identify new uses and activities; and, preserve or enhance small town character by encouraging new and replacement signage that is:
- A. Conducive to Public Safety
  - B. Creative and distinctive
  - C. Compatible with the surroundings;
  - D. Appropriate to the general type of activity to which it pertains;
  - E. Expressive of the identity of individual persons and entities; and
  - F. Appropriately sized in its context.
- 12.2 Applicability.** No sign may be erected, placed, painted, established, or maintained in the City of Edgerton except in conformance with the standards, exemptions and procedures set forth in this Article. Signs located in the L-P District must also comply with the regulations contained in Article 5 of the Unified Development Code as it relates to signage for that District. Specifically, this section is intended to:
- A. Establish a permit system to allow various types of signs, subject to the standards and permit procedures contained herein;
  - B. Allow certain signs that are unobtrusive and incidental to the principal use of land;
  - C. Prohibit all signs not expressly permitted by this Article;
  - D. Provide for the enforcement of these provisions.
- 12.3 Permits.** Unless exempted by this Article, it shall be unlawful for any person to erect, construct, alter, relocate or convert any sign or advertising device (as defined in this section) without first obtaining a sign permit.

An application for a sign permit shall be made on the appropriate form provided by the Zoning Administrator and shall include the following at time of submission:

- A. Two sets of plans drawn to scale, indicating the sign location, size, type, materials of both sign and structure if applicable, method of illumination, colors, method of attachment and general layout are required with the application.
- B. A Sign Fee, established within the Fee Schedule for the Unified Development Code, shall be submitted with the sign application.
- C. Upon initial review of the sign permit application and materials, the Zoning Administrator may require additional information to demonstrate compliance with this section.
- D. If submitted as part of a Site Plan approval, the sign shall be designed in accordance with these regulations and all items listed in A through C above shall be included with the Site Plan submission.
- E. Approval of a sign permit does not authorize the maintenance of an unlawful sign and does not constitute a defense in an action to abate an unlawful sign.
- F. Once approved by the Zoning Administrator, any changes to the approved sign design must be resubmitted for approval to insure compliance with these regulations.

**12.4 Exemptions.** The followings signs and devices shall be exempt from the provisions of this Article:

- A. Official signs erected by a city, or county, State of Kansas, or the federal government.
- B. Signs erected for public information, safety or direction by any utility, governmental authority, or public service district.

**12.5 Prohibited Signs.**

- A. No sign shall be erected in any location where, by reason of position, location, shape, or color, it interferes with or obstructs the view of pedestrian or vehicular traffic.
- B. A sign that is an attention/attraction that rotates or is animated, or consists of pennants, ribbons, streamers, sheets, spinners, or other moving device not specifically allowed by these resolutions - except for use as a Temporary Sign.
- C. Any sign which may be confused with an authorized traffic sign, signal, device, or emergency sign is not allowed.
- D. Pole signs are only allowed as a Conditional Use in the C-2 and C-3 Zoning Districts and are subject to the regulations in Section 12.9 and Article 7.
- E. Any sign (including its enclosing structure) that is located on a building or premises which becomes vacant or unoccupied for a period of six months or more, or any sign which pertains to time, event, or purpose which no longer applies, or exists shall be deemed to be abandoned. An abandoned sign shall be removed by its owner or the owner of the premises within thirty (30) days of notification from the Codes Enforcement Officer and the facade or land area site shall be restored to its normal appearance.
- F. The following specific sign types are not allowed:
  - 1. Roof or rooftop signs;
  - 2. Exterior exposed neon tube signs are not allowed on building exteriors. These types of signs may be used in a window if it meets the defined parameters for the Zoning District;
  - 3. Flashing signs and signs that convey movement;

4. Off-premises signs unless allowed by type in a specific Zoning District;
5. Billboards;
6. Signs with glaring illumination.
7. Any sign mounted on, attached or displayed on a trailer or motor vehicle, whether operable or inoperable that is placed on the premises (this does not apply to trucks, delivery vehicles or other vehicles that are parked on the premises during normal operations or to Temporary Signs which have obtained a sign permit;
8. Obscene material. Any obscene signs, flags, banners of any type are prohibited. Obscene is defined as any material specifically defined by Kansas Statutes (K.S.A. 21-6401).

**12.6 Nonconforming Signs.** Signs which were erected or established prior to the effective date of this ordinance, and are not in conformance with these regulations, may continue to exist subject to the following conditions:

- A. Such sign shall not be structurally altered or moved unless the altered sign conforms to these regulations. However, the sign may be maintained and repaired, and the display may be changed provided it is not larger in area than the existing signage.
- B. If any nonconforming sign is abandoned for a period of sixty (60) days, it must be removed from the premise. Any replacement sign shall be in conformance with these regulations.
- C. Any nonconforming sign that has been damaged by fire, wind, explosion or other means to the extent that fifty percent (50%) or more of the sign has been destroyed shall be restored or rebuilt in conformance with the sign regulations. Any sign destroyed less than fifty percent (50%) may be restored or rebuilt to its condition prior to its damage.
- D. Such sign is not in violation of any state or federal law or regulation.

However, this exemption does not extend to signs which were erected in violation of the provisions of the UDC at the time at which the sign was erected.

## **12.7 General Restrictions**

- A. All signs shall be well-maintained, be of safe and sound structural condition and in compliance with all applicable provisions of the building codes of the City of Edgerton. All signs must have a clean and neat appearance. The land adjacent to signage located on the ground shall be kept free from weeds and trash. If signs are not being maintained as described, the City may make order that the sign be removed.
- B. No sign shall be attached to any tree, fence, or utility pole, except signs issued or properly posted by a utility, public authority, or agency of government.
- C. No sign shall be erected or allow to project into a public right-of-way or on a public easement.
- D. No private sign shall be erected or maintained on public property without express permission of the Governing Body.
- E. If the Codes Enforcement Officer finds that any sign or advertising device is unsafe or in disrepair he/she shall notify the property owner in writing. The owner shall immediately remove or repair the sign to bring it into compliance and/or make it safe. If the owner fails to remove or repair the sign within 10 days, the City may bring a nuisance action, or any other means of enforcement to compel the owner to remove or repair such sign.

## 12.8 Design, Material, and Construction.

### A. Design.

1. Sign Area - In determining the area of a sign face, the following is applicable:
  - a. The sign face includes the advertising surface and any framing, trim, molding, cabinet, panel or any visually or architecturally distinct area enclosing the copy, logo and any other graphic component of the sign.
  - b. Where individual letters or graphics are used, and no distinct enclosed area is present, the sign face is the rectangle, box, circle, or other regular geometric shape, or combinations thereof, enclosing the letters, logo or other graphic elements.
  - c. If a sign is composed of letters only, with no connection by the advertising structure between the letters, the copy area shall be determined by measuring the distance from the outside edges of the outside letters and from the top of the largest letter to the bottom of the lowest letter. If one letter is unequally large or small in comparison to the other letters composing the sign, the unequal letter shall be square off, the remaining letters shall be measured from the outside edges and the two areas added together for a total copy area determination.
  - d. The area of all signage (wall, window, awning, etc.) on one building (standalone or multitenant) shall not exceed ten (10) percent of the wall area of the wall façade on which multiple signs are located.
2. Monument Signs - Design standards for all monument signs are as follows and are in addition to the specific requirements outlined by Zoning District in Tables 12-1 through 12-7:
  - a. Base & Support Structure
    - i. Monument sign must be built on a solid base.
    - ii. Monument signs shall incorporate a supporting base that is a minimum of 50 percent of the width of the monument at its widest point.
    - iii. The base and support structure shall not exceed the sign face area by more than 10 percent.
    - iv. Base must be faced with appropriate materials (natural flagstone, rock, stone, river rock, brick, etc.) designed to match the look of associated buildings in texture and color.
    - v. Architectural elements should be provided on the top and/or sides of the sign.
  - b. Sign Face
    - i. The sign face area of a monument sign shall include the sign panel but not the sign base on which it is mounted.
    - ii. Each side of a double-faced monument sign is limited to the maximum allowable sign area.
    - iii. Cabinet-type signs with translucent panels or panels with reflective surfaces, including but not limited to acrylic fiberglass, plastic, or metal or channel letter signs with translucent backlit panels are prohibited.
    - iv. Artistic elements to the sign may include small areas of translucent, backlit surfaces that exceed no more than 5% of the total sign face.
    - v. Sign face shall provide individually cut letters including channel letter signs (may be Halo lit); stenciled panels with three-dimensional push-

- through graphics; cast letters and logos; case metal; or engraved.
- vi. Background of Sign face is encouraged to be comprised of natural design materials that are compatible with the building façade.
- vii. Electrical transformer boxes and raceways shall be concealed from public view.
- viii. The use of external lighting sources is permitted. External lighting shall be designed so that the light source is directed away or shielded from passersby, adjacent properties and motorists.
- c. Landscaping
  - i. The base of a monument sign shall be softened with landscaping sufficient to cover an area extending not less than 2.5 feet around the base of the sign.
  - ii. The applicant shall designate the area and the type of plantings in the sign permit application.
  - iii. Said landscaping shall not obstruct the sign face.
- B. Material. Except for Flags, Temporary and Window signs, all permanent signs shall be constructed of permanent materials supported by the ground, attached to a building, or affixed to another structure. Permanent Signs may be constructed from acrylic, fiberglass, plastic, DiBond, polycarbonate, marine grade plywood (MDO), redwood, aluminum, aluminum composite materials (ACM), plastic, metal, masonry materials, glass, tile, and/or other similar materials. Flags or Temporary signs may be constructed of sturdy fabric, canvas or vinyl. Window signs may be constructed of any of the above materials, or paper products.
- C. Construction.
  - 1. All illuminated signs shall be internally or indirectly illuminated. Neon tubes, incandescent bulbs, fluorescent tubes, and other sources of direct illumination that are exposed to the human eye are not permitted. Indirect illumination shall be directed away from pedestrian walkways and shall not shine into adjacent property or cause glare for motorists or pedestrians.
  - 2. All internally illuminated signs in residential districts shall be designed in such a way that light is reflected or directed away from any residential dwelling. (Ord. 827; 2007)
  - 3. All signs shall comply with all other Codes in effect relating to design, structural members and connections.
  - 4. Where ground is uneven or sloped the allowed height of the sign shall be measured from the average between the highest and lowest grades of the area where the sign is to be installed.

## **12.9 Special Sign Regulations**

- A. Where person or entity (a “sub-tenant”) leases space and conducts business within another person or entity (the “primary tenant”), but does not have an exterior business façade or an exterior door leading to their sub-tenant space, one wall sign is permitted for the sub-tenant provided the sub-tenant is a separate legal entity and not a department, division or subsidiary of the primary tenant and the total area for all the signs does not exceed the total allowable sign area. This section does not apply to enclosed shopping malls.
- B. Where any person or entity has an establishment located in a building and such person or entity has departments which may or may not have an exterior façade or door, such person or entity may have an additional two signs for individual departments

provided the total area for all signs does not exceed the total allowable sign area for wall signage (10% as determined by Section 12.8(1d)).

- C. The transfer of sign rights is permitted only in the C-1, C-2 and C-3 Zoning Districts and shall be governed by the following:
  - 1. A use that does not front on a main road may transfer monument signage rights to property located on a main or frontage road.
  - 2. Multiple uses on one-site may transfer all or part of their monument or wall sign rights to a single on-site monument or kiosk sign.

#### 12.10 Severability and Substitution

- A. Severability. If any part, section, subsection, paragraph, subparagraph, sentence, phrase, clause, term or word in this Article is declared invalid, such invalidity shall not affect the validity or enforceability of the remaining portions of this Article or this Code.
- B. Substitution. Signs containing non-commercial speech are permitted anywhere that advertising or business signs are permitted, subject to the same regulations applicable to business signs.

#### 12.11 Sign Terminology and Definitions. The following definitions shall be used to classify the type, shape and use of all signs in the City of Edgerton.

- A. **Abandoned Sign.** A sign, including the base, structure, pole or any other part, which no longer contains a message regarding the location of the premises on which the sign is located or regarding the activity conducted on the premises to which the sign refers.
- B. **Awning Sign.** A non-illuminated sign, painted on or attached to an awning. Only individual letters and/or logos may be painted, stenciled, or otherwise placed on these devices.
- C. **Banner Sign.** A sign made of a flexible, sturdy material and affixed to a structure, pole, line, or framing. This definition does not include official flags of any nation, county, municipalities, and national or internationally recognized nonprofit organizations.
- D. **Billboard Sign.** A freestanding outdoor advertising structure, on or off site, which advertises a product or service or relays a message to the public with a per face area greater than two hundred (200) square feet.
- E. **Blade (Projecting) Sign.** A sign extending from the face of the building to which it is attached, usually at a right angle.
- F. **Changeable Copy Sign.** A sign capable of displaying words, symbols, figures or images that can be electronically or mechanically controlled remotely or automatically.
- G. **Flag.** A piece of cloth, varying in size, shape, color, and design, usually attached at one edge to a pole or staff, and used as the symbol of a nation, state, or organization.
- H. **Freestanding Canopy Façade Sign.** A sign placed on the canopy façade of a free-standing canopy. It may contain logo or word copy but is restricted to size requirements listed in the specific Zoning District.

- I. **Glaring Illumination.** Light of such brilliance and so positioned as to blind or impair the vision or affect the aesthetic value of the area.
- J. **Highway Adjacent Monument Sign.** A monument style sign which is allowed on parcels which are within close proximity to an interstate highway where a minimum of fifty (50) percent of the parcel is within 1) 800 ft. of the centerline of the highway or 2) 500 ft. of the right of way of the highway (whichever is less).
- K. **Institutional sign.** A sign identifying a club, association, school, hospital, church, fire station, cemetery or any other entity or facility.
- L. **Kiosk.** A free-standing sign monument sign designed to provide advertising space for two or more entities, activities or businesses on a single premises or group of contiguous premises. Signs are framed in a metal structure that is permanently affixed to the ground by means of a base.
- M. **Illumination.** (Internal) An internally-illuminated sign is one with the light source concealed or contained within the sign face itself, and which becomes visible in darkness by shining through a surface. (External) A sign illuminated by lights attached to the sign or placed on the ground or building.
- N. **Monument Sign.** A free-standing sign, independent of the building it serves, supported by a base constructed of materials consistent with said building. No poles or posts are visible. May be constructed of wood, synthetic materials, masonry or stone. The sign bottom is attached directly and permanently to the ground on a base while physically separated from any other structure. For purposes of this Article, the maximum height limit is measured from the natural or average grade.
- O. **Off-premises Sign.** A sign which displays any message directing attention to a business, product, service, profession, commodity, person, event, institution or other matter or entity that is not at or offered on premises.
- P. **On-premises Sign.** A sign which displays any message directing attention to a business, product, service, profession, commodity, person, event, institution or other matter or entity that is at or offered on premises.
- Q. **On-site Identification Sign.** A sign giving the name and address of a building or location which may include a recognized logo or symbol.
- R. **Parked Vehicle Service Sign.** A sign adjacent to parked vehicle stalls in a parking area.
- S. **Permanent Sign.** Any wall, monument, or other sign that is fixed, lasting, stable, enduring, not subject to change, and intended to remain for an indefinite period of time.
- T. **Pole Sign.** A sign that is permanently supported in a fixed location by a structure of poles, posts or braces from the ground and is not supported by a building or base.
- U. **Portable Device.** Any instrument designed to temporarily draw attention to a business and is not permanently affixed into the ground or a structure. Examples include, but are not limited to, spotlights and inflatables of any kind.
- V. **Portable Sign.** A sign not designed or intended to be permanently affixed into the ground or to a structure.



- W. **Post Sign.** A temporary sign constructed of sturdy materials which may be used on an unplatted or undeveloped site.
- X. **Projecting (Blade) Sign.** A sign extending from the face of the building to which it is attached, usually at a right angle.
- Y. **Public Way or Right-of-Way.** Any way designed for vehicular or pedestrian use and is maintained with public funds.
- Z. **Roof Sign.** A sign erected, constructed or maintained on the roof of building, but does not include a sign on the parapet of a building.
- AA. **Safety Control Signs.** Warning, control, traffic, or required public safety signs.
- BB. **Sign.** A sign is an object, device, or structure, or part thereof other than a flag, situated outdoors, visible from a public way, which is used to display a message, by any means including words, letters, figures, design, symbols, fixtures, colors, illuminations or projected images. Each substantially different face of a sign shall constitute a separate sign.
- CC. **Sign Area.** The facing of a sign, including copy, insignia, background, and borders.
- DD. **Signable Area.** The signable area of a building is the square footage of each building façade where signage would be allowed.
- EE. **Subdivision Sign.** A monument sign identifying a subdivision located in a residential zoning district.
- FF. **Temporary Sign.** Any sign that is not intended to remain on the premises on which it is located, on a permanent basis. A temporary sign may be displayed for no more than two, (14) day-periods within any calendar year.
- GG. **Vehicle Drive Lane Sign.** A sign adjacent to a drive lane used to convey a message to the vehicle driver. May contain an auditory speaker.
- HH. **Vehicle Drive Lane Accessory Sign.** A sign adjacent to a drive lane. May not be placed within 15 feet of a Vehicle Drive Lane Sign.
- II. **Yard Sign.** A temporary sign constructed of plastic with a metal frame, that is not intended to remain on the premises on which it is located on a permanent basis.
- JJ. **Wall Sign.** A sign painted or constructed and placed in the signable area of a building and attached to the exterior surface of a wall and does not project more than twelve (12) inches from said wall or project above the top of the wall on which it is attached or displayed.
- KK. **Wall Sign – Accessory Building.** (for accessory structure) A sign placed on the wall of an accessory building that gives information about the activity within the building or gives directions to another area.
- LL. **Window Sign.** A sign or graphic that is affixed, etched, or painted on the interior side of a window, or a sign made of other materials that is permanently affixed to the interior of a window.

**12.12 Permitted Signs.** The following tables outline permitted signage for all zoning districts as indicated. For signs in the L-P Logistics Park District, see Article 5, Section 5.2 for additional requirements.

## A. Table of Signs Permitted in Agricultural, Residence and Industrial Zoning Districts.

Permitted Signs in Agricultural, Residence and Industrial Zoning Districts							
Type	Max Size	Max Ht (ft)	Max #	Min Setback	Permit Req.	Illum Type	Notes
Real estate	exempt	exempt		Not located in the right of way.	no	none	
Political	exempt	exempt		Not located in the right of way.	no	none	Not located on public property
Lots for sale	exempt	exempt		Not located in the right of way.	no	none	On-site signs only
Auction	exempt	exempt		Not located in the right of way.	no	none	On-site and off site signs
Construction	exempt	exempt		Not located in the right of way.	no	none	Repairs, contractors or builders
Special events at commercial locations				Not located in the right of way.	yes	none	Grand openings, sales, promotions or similar signs - 30 days maximum

Permitted Signs in Agricultural, Residence and Industrial Zoning Districts							
Type	Max Size	Max Ht (ft)	Max #	Min Setback	Permit Req.	Illum Type	Notes
Special events - public, private, charitable	exempt	exempt		Not located in the right of way.	no	none	Rallies, picnics, fairs, festivals, displays, promotions
Future building site	20 sq. ft.	8 ft.		Not located in the right of way	yes	none	Announces future building project Monument style only
Day care or adult care	20 sq. ft.	6 ft.		Not located in the right of way	yes	none	Monument style, ground style or wall

## B. Table of Signs Permitted in Residential Districts.

Permitted Signs in R-1, Single Family Residential Districts							
Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
Home Occupations	8 sq. ft. and 2 x 3 ft. on building	6 ft.	2	2 required yard setback	yes	external	Monument or ground style and a sign attached to building
Institutional	36 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard.	yes	external or internal (must reflect or direct light away from residential dwellings)	Monument only

## Permitted Signs in R-1, Single Family Residential Districts

Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
Subdivision name	16 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard.	yes	external	Monument only

## R-2 & R-3, Multi-Family Residential District & MHP

Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
Name plate for building	4 sq. ft	Per building			no		per building
Place name - gives name of apartment complex	24 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external	Monument or ground style only - name of apartment complex
Home Occupation	8 sq. ft. and 2 x 3 ft. on building	6 ft.	2	2 required yard setback	yes	external	Monument or ground style and a sign attached to building
Institutional	36 sq. ft.	6 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external or internal (must reflect or direct light away from residential dwellings)	Monument only
MH Park	16 sq. ft.	8 ft.	1	Not located in the right of way. and cannot create a traffic hazard	yes	external	Monument or ground style

Planned Unit Development Districts							
Type	Max Size	Max Ht (ft)	Max #.	Min Setback	Permit Req.	Illum Type	Notes
All Permanent Signs	By review	By review	By review	Not located in the right of way, and cannot create a traffic hazard	yes	By review	All permanent signs in a PUD are approved during the review of the preliminary and final plans

### C. Table of Signs Permitted in Commercial Districts

Permitted Signs in CD- Downtown Commercial District								
Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
Awning	Permanent	Graphic text cannot exceed 30% of the total exterior surface area of the awning;  If side panels are provided they may not carry text or images greater than 20% of the awning panel area;  Text and graphics on a valance shall not be larger than 8 inches in height.	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awning face.	Yes	Decorative downlights above awning only;  No illumination allowed on awning.	One sign face per window or door opening as allowed by district design standards.  When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text;  The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.
Banners	Temporary	24 sq. ft. in area	1	1	10 ft. setback from property lines.	Yes	External lighting only; light source must be	Temporary banners announcing an event allowed for a maximum of 2 (two) 14-day

## Permitted Signs in CD- Downtown Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
							directed away or shielded from passersby, adjacent properties and motorists.	periods within any one calendar year;  Onsite placement only.
<b>Blade Sign (AKA Projection Sign)</b>	Permanent	12 sq. ft. in area per side; may have two sign faces	Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;  May not extend more than 2 ft. above the building parapet/roofline	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	May only be placed on a front façade;  May not be used in conjunction with a wall sign.
<b>Monument Sign</b>	Permanent	36 sq. ft. in area per sign face; may be single or double faced	6 ft. from natural grade or average grade including base	1 per principal building per street frontage	7 ft. setback from property lines	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	See Section 12.8 for design details regarding Monument Signs.
<b>Portable Signs or Devices</b>	Temporary	24 sq. ft. in area; or  1 special use type (balloon, aerial device, etc.); or  Trailer style with backlighting and	8 ft.; or  20 ft. for balloons or aerial devices.	1	10 ft. setback from property lines.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from	This category includes temporary signs, balloons, search lights, and other aerial devices;  Allowed for a maximum of 2 (two) 14-day periods within any one calendar year;

## Permitted Signs in CD- Downtown Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
		changeable letters allowed with size limited to 4 ft. x 6 ft.					passersby, adjacent properties and motorists.	Onsite placement only.
<b>Post Signs</b>	Temporary	32 sq. ft. in area per sign face; two sign faces permitted.	8 ft.	1 per 10 acres	10 ft. setback from property lines.	Yes	None allowed	Onsite placement only;  Must be constructed of durable materials;  Allowed on undeveloped and unplatted land over;  Must be removed within 30 days of issuance of final development Certificate of occupancy.
<b>Wall Sign</b>	Permanent	On a standalone building or a multitenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building.	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	If a tenant is part of a multitenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed.  Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade.  Signs facing the rear of a building are prohibited.  See section 12.8 for calculation of sign area parameters.
<b>Wall sign for Accessory Building</b>	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of	No	External only; must be directed away	1 sign per accessory building; must be constructed out of permanent material.

## Permitted Signs in CD- Downtown Commercial District

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
					wall of building.		or shielded from passersby, adjacent properties and motorists.	
<b>Window sign</b>	Temporary or Permanent	1 per window not to exceed 10% of total glass area unless no wall sign is provided;  If no wall sign is provided then window sign can be 20% of total glass area.	Within window confines	1	N/A	No	External or internal	Sign may be painted or etched on glass – must be on interior surface of window;  Sign made from materials (not etched or painted on glass) must be hung inside; Neon signs may be used as a window sign and may encompass 25% of total glass area as long as no other window signage is present.
<b>Yard Sign</b>	Temporary	6 sq. ft. in area per sign face; may be double sided	4 ft.	1 onsite; 2 offsite per parcel  On-site and off-site placement only allowed with property owner's permission	Not in right of way	No	None allowed	May be constructed of metal, corrugated plastic, poster board or other temporary material on a metal frame;  May not be placed more than 72 hours prior to event;  Must be removed within 48 hours of conclusion of event.



## Permitted Signs in C-1, C-2, C-3 - Commercial Districts

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
<b>Awning</b>	Permanent	Graphic text cannot exceed 30% of the total exterior surface area of the awning;  If side panels are provided they may not carry text or images greater than 20% of the awning panel area;  Text and graphics on a valance shall not be larger than 8 inches in height.	N/A – sign coverage limited to awning face.	See notes.	May not protrude from awing face.	Yes	Decorative downlights above awning only;  No illumination allowed on awning.	One sign face per window or door opening as allowed by district design standards.  When multiple awnings occur in a row on a building side, every other awning surface should be left free of sign graphics or text; The square footage of the text and graphics on an awning surface or valance count toward the total allowed square footage for a wall sign at the same location.
<b>Banners</b>	Temporary	24 sq. ft. in area	1	1	10 ft. setback from property lines.	Yes	External lighting only; light source must be directed away or shielded from passersby, adjacent properties and motorists.	Temporary banners announcing an event allowed for a maximum of 2 (two) 14-day periods within any one calendar year;  Onsite placement only.
<b>Blade Sign (AKA Projection Sign)</b>	Permanent	12 sq. ft. in area per side; may have two sign faces	Shall maintain not less than 8 ft. clearance between the bottom of the sign and the finished grade;  May not extend more than 2 ft. above the building parapet/roofline	1	May not extend more than 3 ft. from the wall façade or into public right of way.	Yes	Internal illumination only.	May only be placed on a front façade;  May not be used in conjunction with a wall sign.

## Permitted Signs in C-1, C-2, C-3 - Commercial Districts

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
<b>Flags</b>	Permanent	No single flag shall exceed 40 sq. ft. in area.	35 ft. above finished grade.	3 per development site.	Must meet Zoning District requirements.	No	External illumination required if flag is to fly at night; light source must be directed away or shielded from passersby, adjacent properties and motorists.	
<b>Freestanding Canopy Façade Sign</b>	Permanent	Sign area shall not exceed 10 (ten) percent of the canopy façade where sign is placed.	Cannot extend above canopy façade roofline.	1 per side facing public right of way.	Depth of content cannot extend a depth of more than 6 inches.	Yes	Internal only.	Pertains to canopies for drive-through facilities.
<b>Interstate Adjacent Monument Sign</b>	Permanent	Area per face shall not exceed 200 sq. ft., maximum two faces permitted.	30 ft. above the natural or average grade	1 per parcel	Shall not be closer than 30 ft. of all property lines or located within any easement.	Yes	Internal Only	<p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate.</p> <p>The width of the base of the sign shall not be less than 20% of the width of the sign face or more than 60% of the width of the sign face.</p> <p>Landscaping such as flowering trees, shrubs and bushes shall be provided around the base of the sign as approved. See Section 12.8 for design details regarding Monument Signs.</p>

## Permitted Signs in C-1, C-2, C-3 - Commercial Districts

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
<b>Interstate Pole Sign</b>	Permanent	900 sq. ft. in area per sign side which includes total of all individual sign faces; may be single or double sided.	25 ft. above finished grade of adjacent city roadway to a maximum height of 100 ft.	1	30 ft. setback from property lines.	Yes; Conditional Use Permit also required	Internal illumination only; see notes for changeable copy illumination.	<p>May contain a changeable copy sign;</p> <p>No flashing, intermittent or moving lights; LED signs must display image for at least 8 seconds and change in 2 seconds or less;</p> <p>Changeable copy content and logo are used to calculate total sq. ft. when calculating maximum sq. ft. per sign side;</p> <p>Allowed if a minimum of 50% of the site is within 800 ft. of the centerline or 500 ft. of the right of way (whichever is less) of an Interstate.</p> <p>May only be placed on premise.</p>
<b>Monument Sign</b>	Permanent	<p>.5 sq. ft. in area per linear foot of street frontage;</p> <p>Maximum of 120 sq. ft. in area per sign face; may be single or double faced;</p> <p>In C-2 and C-3 Districts, 250 sq. ft. in area per sign face is permitted;</p>	<p>10 ft. from natural grade or average grade including base;</p> <p>In C-2 and C-3 Districts, 25 ft. from natural or average grade including base is allowed.</p>	1 per principal building per street frontage	<p>12 ft. setback from property lines;</p> <p>In C-2 and C-3 Districts, 30 ft. setback from property lines.</p>	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	See Section 12.8 for design details regarding Monument Signs.

## Permitted Signs in C-1, C-2, C-3 - Commercial Districts

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
		may be single or double faced.						
<b>On-Site Identification Sign</b>	Permanent	4 sq. ft. in area per face; may be double faced.	4 ft.	1 per site or driveway entrance	Not in right of way.	Yes	None allowed.	Must be constructed of permanent materials;  May be wall mounted or installed using metal two-inch square posts;  Wooden posts are not allowed unless they are metal wrapped.
<b>Parked Vehicle Service Signs</b>	Permanent	6 sq. ft. in area per face; may be installed back to back.	6 ft.	1 per order station	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	May contain auditory communication system.
<b>Portable Signs or Devices</b>	Temporary	24 sq. ft. in area; or  1 special use type (balloon, aerial device, etc.); or  Trailer style with backlighting and changeable letters allowed with size limited to 4 ft. x 6 ft.	8 ft.; or  20 ft. for balloons or aerial devices.	1	10 ft. setback from property lines.	Yes	Light source may be internal or external; if external, it must be directed away or shielded from passersby, adjacent properties and motorists.	This category includes temporary signs, balloons, search lights, and other aerial devices;  Allowed for a maximum of 2 (two) 14-day periods within any one calendar year;  Onsite placement only.
<b>Post Signs</b>	Temporary	32 sq. ft. in area per sign face; two sign faces permitted.	8 ft.	1 per 10 acres	10 ft. setback from property lines.	Yes	None allowed	Onsite placement only;  Must be constructed of durable materials;  Allowed on undeveloped and unplatted land over;

## Permitted Signs in C-1, C-2, C-3 - Commercial Districts

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
								Must be removed within 30 days of issuance of final development Certificate of occupancy.
<b>Vehicle Drive Lane Sign</b>	Permanent	32 sq. feet in area	6 ft.	1 per drive lane	Same as parking setback for applicable zoning district.	Yes	Internal illumination only.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p> <p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street;</p> <p>Must be constructed to match the aesthetics of the main building including building materials used.</p>
<b>Vehicle Drive Lane Accessory Sign</b>	Permanent	15 sq. ft.	6 ft.	<p>1 per drive through lane;</p> <p>Must be separated from any Vehicle Drive Lane Sign by at least 15 ft.</p>	Must be placed within 3 ft. of adjacent drive through lane	Yes	Internal illumination alone.	<p>May be attached to wall or freestanding;</p> <p>If freestanding, must be built on a solid base that is at least 50% of the width of the sign face;</p> <p>Shall be located along the sides or rear of the building;</p>

## Permitted Signs in C-1, C-2, C-3 - Commercial Districts

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
								<p>If visible from a public street, additional landscaping and/or screening is required to screen board from view from public street.</p> <p>Must be constructed to match the aesthetics of the main building including building materials used.</p>
<b>Wall Sign</b>	Permanent	On a standalone building or a multitenant complex, the total area of the wall sign shall be one and a half square feet of sign area for each one foot of linear footage of the building façade facing the street.	Wall height; may not extend past roofline or parapet.	1 per front or side of building facing a street up to a total of 3 maximum; may not be placed on rear of building.	N/A – may not protrude off of wall of building.	Yes	External or internal illumination; decorative downlights required for external illumination; must be directed away or shielded from passersby, adjacent properties and motorists.	<p>If a tenant is part of a multitenant complex, each tenant shall be allowed one (1) wall sign no greater than ten (10) percent of the tenant wall area upon which the sign is placed.</p> <p>Corner tenant spaces will be allowed one (1) additional wall sign no greater than ten (10) percent of the wall area upon which it is placed so that one may be placed on each side of a corner façade.</p> <p>Signs facing the rear of a building are prohibited.</p> <p>See section 12.8 for calculation of sign area parameters.</p>
<b>Wall sign for Accessory Building</b>	Permanent	16 sq. ft in area	Wall height; may not extend past roofline.	1	N/A – may not protrude off of wall of building.	No	External only; must be directed away or shielded from passersby, adjacent	1 sign per accessory building; must be constructed out of permanent material.

## Permitted Signs in C-1, C-2, C-3 - Commercial Districts

Type	Perm. Or Temp.	Max. Size	Max Height (ft.)	Max #	Min. Setback	Permit Required	Illum. Type	Notes
							properties and motorists.	
<b>Window sign</b>	Temporary or Permanent	1 per window not to exceed 30% of total glass area unless no wall sign is provided.	Within window confines	1	N/A	No	External or internal	<p>Sign may be painted or etched on glass – must be on interior surface of window;</p> <p>Sign made from materials (not etched or painted on glass) must be hung inside;</p> <p>Neon signs may be used as a window sign and may encompass 30% of total glass area as long as no other window signage is present.</p>
<b>Yard Sign</b>	Temporary	6 sq. ft. in area per sign face; may be double sided	4 ft.	3 onsite; offsite placement not allowed.	Not in right of way	Yes	None allowed.	<p>May be constructed of metal, corrugated plastic, poster board or other temporary material on a metal frame;</p> <p>May not be placed more than 72 hours prior to event;</p> <p>Must be removed within 48 hours of conclusion of event.</p>

## D. Table of Signs Permitted in Industrial Districts

<b>Permitted Signs in B-P, IG and I-H Districts</b> <b>See Article 5 for Signage Requirements in L-P Zoned Districts</b>							
<b>Business Parks</b>							
Type	Max Size	Max Ht (ft)	Max #	Min Setback	Permit Req.	Illum Type	Notes
Free-standing monument, ground signs	By review	By review		4 ft. from right of way.	yes	internal or external	Sign control standards are established by review of the preliminary park plan
Additional Signs	By review	By review			yes	internal or external	1 pole sign per principal building
<b>Industrial Districts</b>							
Type	Max Size	Max Ht (ft)	Max #	Min Setback	Permit Req.	Illum Type	Notes
Free-standing monument, ground signs	80 sq. ft.	height of principal building plus 20 ft.	1	1 ft. from right of way.	yes	internal or external	1 monument , ground, or pole sign per 200 ft. of street frontage
Additional Signs	Same as commercial				yes	internal or external	Same as commercial