



## CITY OF OTHELLO PLANNING COMMISSION

**Regular Meeting  
500 E. Main St.  
April 16, 2018  
6:00 PM**

1. Call to Order- Roll Call
2. March 19, 2018 Minutes Approval
3. Municipal Code Update – Sign Code – OMC 14.58

***\*Next Regular Meeting is Monday May 21, 2018 at 6:00 P.M. at Othello City Hall\****

**City Hall is accessible for persons with disabilities.  
Please let us know if you will need any special accommodations to attend the meeting.**



Abundant Land. Bountiful Life.

Planning Commission

March 19, 2018

Terri Phillips

### **CALL TO ORDER**

Chair Terry Thompson called the meeting to order at 6:02 pm.

### **ROLL CALL**

Commissioners: Chair Terry Thompson, Chris Dorow, Brian Gentry, Kevin Gilbert, and Roger Ensz

Staff: Community Development Director Anne Henning and Planning Secretary Terri Phillips

Attendees: Bob Carlson; Councilmember John Lallas

Quorum Established.

### **APPROVAL OF FEBRUARY 20, 2018 PLANNING COMMISSION MEETING MINUTES**

It was voted to accept the minutes from February 20, 2018 M/S Chris Dorow/Brian Gentry

### **OFFICER ELECTIONS for 2018**

Nominated: Chair Terry Thompson M/S Brian Gentry/Roger Ensz

Nominated: Vice Chair Roger Ensz M/S Terry Thompson/Chris Dorow

### **PLANNING COMMISSIONER TRAINING**

All New Commissioners need Open Public Meeting Training, and existing Commissioners need a refresher every 4 years. This has been required by the State since 2014. Currently there is no record of any Commissioner training. Ms. Henning sent an email with links to different options on the required training. Commissioners are welcome to do whichever fits their schedule. Print the certificate when complete and turn it in to staff so we have it for our records.

### **LANDSCAPE ORDINANCE**

Landscaping discussion was postponed until next meeting. Lynette Caruthers of the Beautification Committee would like to be involved and was unable to attend this meeting. Roger Ensz mentioned he is impressed with the Point System but would like a little more towards desert landscaping. The point system is fair and flexible. Ms. Henning mentioned that she noticed while doing calculations for existing sites that the proposed system gave a lot of points for turf, so the Commission should consider whether that should be adjusted.

## **UPDATE ON COMMERCIAL ZONES**

Before the new Commercial Zones can be adopted, the Planning Commission will need to amend the comprehensive plan, amend the zoning map, and amend the text. There will need to be a public hearing, so all of this will take some additional time.

## **MUNICIPAL CODE UPDATE – OFF-STREET PARKING – OMC 17.61**

Direction on Parking Code: The structure of the chapter is good, so we can just build on what we already have. The current limit on the number of cars in the front yard for a single family or duplex is 3, for a multifamily dwelling it is 2. Cars in a garage do not count. The Commissioners thought a duplex should not be required to have covered parking. In section 17.61.010 Ms. Henning would like to a requirement that if there is a change of occupancy in a building, that would also trigger compliance with current parking standards. The size of a parking space needs to be increased; currently it is 8 ½ by 18 feet long. The police chief would like this to be addressed. The Commission discussed compact car parking spaces and decided against them. The Commission agreed on 9 by 20 feet for a parking space. This would also apply to spaces within a residential garage.

17.61.020 Should a carport be equivalent to a garage? Carports are generally not as cluttered as garages and so people do park in them; however, they are not as secure as a garage and don't hide whatever clutter is stored in them. Garages can be filled with stuff and not parked in. Commission agreed carport and are equivalent for residential parking.

#17 Schools: A high school should have more parking spots than a middle or elementary school because some of the students drive to school. Ms. Henning will research parking requirements for schools. The Commission also directed to add 1 space per 6 seats in an auditorium.

#23 Retail and personal service: The Commission agreed that this provision which counts area of parking rather than actual parking spaces was confusing and inconsistent with the rest of the ordinance. The Commission liked the example from East Wenatchee which required slightly more parking per square foot for the first increments of building size, with a sliding scale for larger buildings. Bulky merchandise such as furniture, machinery, lumber, etc. has a reduced ratio.

#25 Restaurants should be based on area rather than number of chairs, since that can easily change. The proposal was 10 parking spaces per 1000 sq. ft of total sq. ft of building. This will work for new construction but not existing businesses.

The Planning Commission is listed as the decision authority for several types of actions that no longer go to the Planning Commission, such as renovation a building without adequate parking and sharing facilities. What direction would the commission like to go in the future? In most jurisdictions it is a staff decision rather than the hearing examiner because it is costly. Commission would like to hear more about waivers that were approved and who made the decision. They would like a reporting process about why they are granted and by whom. The final authority is the City Council and any variance to code need to go before them for approval.

17.61.050 Currently: Joint Uses: The staff may, upon application by the owner or lessee of any property, authorize the joint use of parking facilities. If the existing business does not have adequate parking, the business may use another businesses parking within 400 feet of such parking facilities upon approval.

The Commission discussed whether the access to the parking lot from the street needs to be paved. The consensus was: Paving is not required if access is from the alley, from a paved street it is required. When the street is not paved the parking would not be required to be paved until the street is paved. When entering the street from a gravel parking lot to paved street requires an apron. Any new permits will

require pavement if the street is paved. When design standards are triggered, parking should be brought up to standards.

## **ADJOURNMENT**

Having no other business at hand a motion was carried to adjourn the meeting at 7:38 pm M/S Chris Dorow, Brian Gentry

The next meeting is scheduled for April 16, 2018 at 6:00 pm.

**By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Terri Phillips, Planning Secretary**

**NOTE:** These are abbreviated minutes that contain all motions and business conducted. These meetings are taped; a complete record of the minutes may be obtained by contacting the Planning Commission Office or a verbatim copy of these minutes can be ordered at the requestor's expense.

TO: Planning Commission

FROM: Anne Henning, Community Development Director

MEETING: April 16, 2018

SUBJECT: Municipal Code Update – Sign Code – OMC 14.58

As part of the update of the Municipal Code, the Planning Commission should review the existing signage regulations and discuss changes that should be made.

#### **Staff Comments**

1. Regulation of signage can be a complicated and contention issue for cities. Businesses may want large amounts of signage while cities may want to reduce visual clutter. In addition, there are legal issues that must be considered.
2. Revisions to the Sign chapter were not planned to happen yet; however, so recent enforcement actions on temporary signs revealed some serious issues with the current code that need to be addressed as soon as possible. In order to protect the city from challenges caused by updating some parts of the code without updating others, the whole chapter needs to be reviewed.
3. Staff has provided some proposed changes to the chapter, but the whole chapter should be reviewed. The Commission should especially think about the following:
  - a. All non-commercial signs need to be regulated the same way, without the need to read the content. This includes political signs. The Commission should consider what regulations, such as size, should apply to these types of signs.
  - b. Temporary signs have increased in recent years. Flag or feather signs are a new category that is not well addressed in the current code.
  - c. Sandwichboard signs are also an issue.
  - d. What sort of regulations should be placed on electronic readerboards?
  - e. Are there issues with garage sale signs or real estate signs?

#### **Attachments**

- Draft OMC 14.58, Signs

**Action:** The Planning Commission should review the signage chapter and provide direction to staff.

## Chapter 14.58 SIGNS

Sections:

- [14.58.010 Purpose.](#)
- [14.58.020 Definitions.](#)
- [14.58.025 Calculation of sign area.](#)
- [14.58.030 Sign regulations.](#)
- [14.58.040 Sign work exempt from sign permit.](#)
- [14.58.050 Sign permit requirements.](#)
- [14.58.060 Interpretations and rulings.](#)
- [14.58.070 Appeals.](#)
- [14.58.080 Variances.](#)
- [14.58.090 Nonconforming signs.](#)
- [14.58.100 Sign for nonconforming use.](#)
- [14.58.110 Planning commission review and approval.](#)
- [14.58.120 Violation.](#)
- [14.58.130 Enforcement.](#)
- [14.58.140 Conflict.](#)

### **14.58.010 Purpose.**

The purposes of this chapter are to: (a) ensure that signs and sign structures are designed, installed, and maintained to prevent personal injury, and to avoid traffic and property hazards and public nuisances; (b) recognize that signs are necessary for public, private, business, community, and other purposes; and (c) impose limited controls on signs so that they are compatible with surrounding property uses and enhance the appearance of the Othello community. (Ord. 1298 § 2 (part), 2009).

### **14.58.020 Definitions.**

“Abandoned sign” means a sign which no longer serves its intended purpose.

“Architectural appendage sign” means a building sign that is suspended from, attached to, applied to, or part of an awning, marquee, false mansard, canopy, or similar projection from the exterior walls of a building.

“Billboard” means an off-site sign that is substantial in size and construction, usually is owned by an outdoor advertising company, and contains advertising space that is for rent or lease.

“Building” means an enclosed structure for a use or occupancy.

“Building sign” means any sign that is attached or applied to, mounted on, suspended from, painted on, or part of the exterior of a building or architectural appendage, including the roof and facade.

"Cabinet sign" means a sign enclosure which has access for the replacement of one or more sign faces and lamps, if internally illuminated.

"Changeable copy sign" means a sign that is designed to easily rotate or alternate messages by whatever means. Examples of changeable copy signs are reader boards and electronic message centers.

~~"Community sign" means a temporary sign that promotes, celebrates, or commemorates a community event, public awareness, community service, holiday season, or similar public function.~~

"Construction sign" means a temporary standing or portable sign that is nonilluminated. A construction sign provides information about a construction project.

"Directional sign" means a sign which only identifies a business or activity and directs traffic to that business or activity.

*Is this sign type needed?* "Directory sign" means a sign that has space which is limited to the name, address, and logo of the developed site and the names, addresses, and logos of several on-site businesses, organizations, or facilities.

"Double-face sign" means two sign faces which are identical in size and message and either are displayed back-to-back or within a thirty-degree interior angle.

"Facade" means one or more exterior walls of a building that face one direction, including parapets and openings such as doors and windows.

*Need to review how this applies to electronic signs:* "Flashing sign" means a sign that has external or internal lighting which changes intensity, rotates, animates, travels, or switches on and off in a blinking manner. Examples of such lighting are lamp banks with blinking or traveling messages, traveling arrows and revolving beacons.

"Free-standing sign" means a sign that has vertical support which is permanently anchored in the ground. Examples are pole (or pylon), post, and monument signs.

~~"Freeway interchange sign" means a free-standing sign that is intended to attract the attention of traffic entering or exiting an Interstate 90 interchange. A freeway interchange sign is located within one thousand five hundred feet of the interchange as measured from the centerline of Interstate 90 right-of-way and the intersecting right-of-way centerline.~~

~~"Freeway sign" means a free-standing sign that is intended to attract the attention of traffic on Interstate 90. A freeway sign is located within two hundred fifty feet of Interstate 90 right-of-way.~~

"Garage sale sign" means a temporary sign for the sale of household items.

~~"Home occupation sign" means an on-site sign that advertises a home occupation as defined in Section 17.09.390.~~

"Incidental sign" means a nonilluminated, on-site, convenience sign. Examples of incidental signs are credit card, telephone, and rest room signs.

"Monument sign" means a free-standing sign in the shape of a monolith. Usually the sign is vertically supported on a base which is on a pedestal, but the sign may be a pole-covered sign. A monument sign is intended to be viewed at eye level.

"Non-commercial sign" means a sign expressing non-commercial speech, such as public community events, public awareness, community service, religious, political, social, or other philosophical messages. A non-commercial sign can also include a warning or directional sign, such as "Keep Out", "No Trespassing", "Right Turn Only", "Security Alarm", or "No Dumping".

"Nonconforming sign" means a permanent sign that was lawfully erected, installed, or otherwise displayed according to the applicable Adams County or city zoning regulations, but does not conform to the sign regulations of this chapter.

"Off-site sign" means a sign that is not related to an activity that is on the same site as the sign, or the sign is on a vacant site.

"Official sign or legal notice" means an official sign or legal notice issued by a court, public agency, or as authorized by law or federal, county, or city authority.

"On-site sign" means a sign that is related to an activity that is on the same site as the sign.

"Permanent sign" means any sign which is not a temporary sign as defined in this section.

"Pole (or pylon) sign" means a free-standing sign on one or more upright supports in a foundation. The upright supports may be covered for aesthetic purposes. A pole sign is the same as a pylon sign.

"Portable sign" means a sign that either is a sign structure or is part of or affixed to a sign structure that is designed to be movable.

"Private warning/directional sign" means a permanent, portable, or temporary sign that is erected for a private purpose such as KEEP OUT, NO TRESPASSING, RIGHT TURN ONLY, STOP, SECURITY ALARM, or NO DUMPING.

"Projecting sign" means a type of building sign that either is: (1) mounted at right angle to a facade; (2) suspended under an architectural appendage and at right angle to a facade; or (3) a wall sign that extends eighteen or more horizontal inches from the facade.

"Public or recreational identification sign" means a sign for a public or semi-public facility or area. Examples of such signs are park, school, or hospital signs.

"Real estate sign, other" means a sign that either advertises a parcel or lot of nonresidential land, or the buildings thereon, or both which is for sale, lease, or rent.

"Real estate sign, residential lot" means a sign that either advertises a parcel or lot of residential land, or the buildings thereon, or both which is for sale, lease, or rent. Residential land includes land that is vacant and within a residential zone or land that is in residential use, regardless of zone.

~~"Residential identification sign" means a sign that identifies a residential subdivision, planned residential development, neighborhood, condominium development, manufactured home park, multifamily residential development, or similar residential developments.~~

"Residential subdivision sign" means a sign which advertises the sale of lots in a residential subdivision, parcels in a manufactured home binding site plan, or lots in a residential planned development.

"Right-of-way" means a corridor which either is reserved for or contains a public street, road, alley, pathway, highway, or freeway.

"Roof sign" means a building sign that is mounted on the roof of a building as defined in this section. A roof sign does not project beyond the vertical planes of the building facades.

"Sandwich board sign" means a portable sign that is A-frame, does not exceed four feet in height or two feet in width, and is nonilluminated.

"Sign" means a visual message that is displayed to attract the outdoor attention of the general public. A sign may be: (1) advertising of a generic or specific product, item, or service; (2) a promotion of an activity or event; (3) any other implicit or explicit message which informs, alerts, directs attention to, or warns; (4) the name of a business, building, place, or organization; or (5) any combination of advertising, promotion, other message, or name. A sign may consist of, but is not limited to, words, pictures, drawings, logos, symbols, other graphics, border, trim, frame, cabinet, background, space, material, or devices which are integral to the visual message. A sign may contain multiple visual messages which are related in content and proximity.

"Sign face" means one dimension of a sign that contains the visual message.

"Sign height" means the vertical distance as measured from finished grade at the base of a sign or sign structure to the top of the sign.

"Sign structure" means the horizontal and vertical support for a sign.

"Site" means either: (1) a parcel of unplatte~~d~~ land, a parcel in a binding site plan, a tract, or a lot in a subdivision; or (2) two or more contiguous parcels, tracts, or lots under one ownership without intervening right-of-way and identified or delineated as one development site; or (3) two or more contiguous parcels, tracts, or lots under different ownerships, without intervening right-of-way, and identified or delineated as one development site.

"Street frontage" means that portion of a site boundary that borders one or more streets as defined in Section 17.09.830.

"Temporary sign" means a sign affixed to, applied on, or made from lightweight material, with or without a frame or backing which is designed to be displayed for a limited time. Examples of lightweight materials are vinyl, cardboard, card stock, corrugated plastic, and fabric.

"Traffic control sign" means any permanent or temporary traffic control, traffic signal, or construction sign that is subject to: (1) the latest edition of the Standard Specifications for Road, Bridge, and Municipal Construction as published by the Washington State Department of Transportation in conjunction with the Washington State Chapter of the American Public Works Association, as amended by the city Community Street and Utility Standards; and (2) the Manual on Uniform Traffic Control Devices.

"Vehicle sign" means a sign that is affixed or painted on a vehicle which is primarily used for transportation rather than parked for the purpose of displaying the sign.

"Wall sign" means a building sign that is painted or flush-mounted on a facade, fascia, or architectural appendage, less than eighteen inches horizontal projection.

"Window or door sign" means a building sign that is suspended or mounted flush with an exterior window, or painted on a window or door, and directed outside. (Ord. 1298 § 2 (part), 2009).

#### **14.58.025 Calculation of sign area.**

The area of a sign is the smallest circle, square, or rectangle that encloses a sign face or the largest plane of a three-dimensional sign. The area of a double-face sign is the area of a single face. The area of a multiple-face sign (other than a double-face sign) is the sum of the areas of all sign faces. Only the sign portion of a structure, material, space, or device is calculated for the purpose of sign area, except that the area of a cabinet sign or sign in a frame or border shall be based on the outside dimensions of the cabinet, frame, or border. The area of multiple signs on a structure, material, space, or device is the sum of the areas of all signs. The area of a sign with multiple messages is the smallest circle, square, or rectangle that encloses all of the messages. (Ord. 1298 § 2 (part), 2009).

#### **14.58.030 Sign regulations.**

- (a) Only a sign as defined in the definition for "Sign" in Section [14.58.020](#) is subject to the provisions of this chapter.
- (b) A sign type that is listed "A" in the following table is allowed to be displayed, subject to the applicable sign regulations listed in this section and in the table.
- (c) ~~A The following sign type that is listed "P" in the following table is are prohibited from display, unless it is a nonconforming sign as provided in Section [14.58.090](#).~~

##### [\(1\) Abandoned signs](#)

##### [\(2\) Billboards](#)

##### [\(3\) Dilapidated or hazardous signs, as determined by the Building Inspector or Code Enforcement Officer](#)

(4) Flashing signs

(5) Signs which could be confused with or obstruct view of a traffic sign or signal, as determined by the Public Works Director or City Engineer.

(6) Parking a vehicle primarily for displaying advertising.

(d) A The following sign types that is listed "E" in the following table is are exempt from the provisions of this chapter:

(1) Government flags.

(2) Official signs and legal notices

(3) Incidental signs intended for public information, such as open, closed, business hours, address, greeting, credit cards, restrooms, help wanted, parking, and similar.

(4) Traffic signs, signals, wayfinding signs, and other traffic control devices installed by the City, State, or other public authority.

(5) Wall graphics of an artistic nature that do not convey a commercial message.

(6) Signs on a lot with a property for sale or rent.

(7) Signs on a lot where construction is taking place, provided the signs are removed prior to occupancy of the building.

(e) A sign type that is not listed in the following table is not allowed to be displayed.

(f) A sign shall comply with applicable provisions of the State Building Code.

(g) A sign is subject to Chapter 8.26, Nuisances.

(h) State law (RCW 70.54.090) prohibits the attachment of a sign to a utility pole.

(i) No commercial sign is allowed on or over right-of-way except as approved by city council for city streets. No sign is allowed within right-of-way of the interstate or primary system where there are no curbs. A sign may be allowed within right-of-way of the primary system where there are curbs and other streets, subject to the following conditions and circumstances:

(1) A projecting sign is allowed over a sidewalk in right-of-way in the C-1 zone and in the C-2 zone where the building is not set back from right-of-way; provided, that the sign does not project more than eighty percent of the distance between the right-of-way line and back-of-curb line, and there is a minimum of eight feet vertical clearance under the sign.

(2) A political non-commercial temporary sign is allowed in right-of-way, with the permission of the abutting property owner, subject to the remainder of the applicable sign regulations in this section and in the following table.

- (j) No permanent sign is allowed on or over a public utility easement.
- (k) A permanent sign may be allowed over but not on a municipal easement, upon approval by the city engineer.
- (l) Every sign shall be maintained in a safe and secure manner. A torn, broken, hazardous, dilapidated, or outdated sign, as determined by the building official, shall be repaired, replaced, or removed.
- (m) The city engineer shall review each application for a sign permit for sight distance. The city engineer shall consider whether a sign would be located or constructed so as to obscure or obstruct an official traffic sign, signal, or device, or obstruct a motorist's view of approaching, merging, or intersecting traffic before approving or disapproving the application.
- (n) Internal or external sign lighting shall be shaded, hooded, site screened, or directed so that the light's intensity or brightness shall neither adversely affect adjacent or nearby property, nor create a public nuisance, nor create a traffic hazard.
- (o) A sign may be located within the front or exterior yard (as defined in Sections 17.09.940 and 17.09.960) but shall not be located in the interior side or rear yard (as defined in Sections 17.09.950 and 17.09.960).
- (p) No sign shall be erected or maintained if it is visible from the main traveled way of the ~~interstate or~~ primary system except as permitted by Chapter 468-66 WAC, Highway Advertising Control Act, or Chapter 47.42 RCW, Highway Advertising Control Act—Scenic Vistas Act.

TABLE A: SIGN REGULATIONS

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
Abandoned	P	NA	NA	NA	NA
Architectural Appendage	A	Sign may be flush-mounted or suspended under the architectural appendage	See Building sign	R	Sign allowed only in commercial and industrial zones. If the sign is suspended, there shall be at least 8' clearance above grade
Billboard	P	NA	NA	NA	NA
Building	See	See specific	The total	See	Sign allowed in commercial, <del>and</del>

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
	<b>specific types of building signs</b>	types of building signs	area of building signs shall not exceed 25% of the overall area of each facade. None of this allowance is transferable from one facade to another facade. No individual building sign shall exceed 15% of the overall area of a facade	specific types of building signs	industrial, <del>agricultural, and municipal airport zones.</del> <del>Allowed in R-3 zone on a site with a conditional use, with review and approval of the planning commission according to Section 14.58.110 for a properly-permitted commercial use in another zone, or for a public, semi-public, or non-commercial facility or area, such as a park, school, hospital, church, neighborhood, or apartment complex.</del>
Changeable Copy	<b>A</b>	25' for Free-standing, Freeway or Freeway Interchange sign, or wall height for Wall sign	See Building, Freeway or Freeway Interchange, Free-standing, or Temporary Free-standing or Portable	R	Sign allowed only in commercial and industrial zones

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
			sign		
Community	A	See Building or Free-standing signs	See Building, Free-standing, and Temporary Free-standing or Portable signs for other sign area regulations	R if free-standing sign; NR if building sign	Sign allowed only in commercial, industrial, and public zones. Sign shall be temporary
Construction	A	8'	32 sq. ft. per street frontage per construction site	NR	<del>Sign may be erected a maximum of 30 days prior to start of construction, and shall be removed within 30 days after the end of construction. Sign shall be nonilluminated. Limited to one sign per street frontage per site</del>
Dilapidated or hazardous condition as determined by building official	P	NA	NA	NA	NA
Directional	A	6' for Free-standing sign; same as for Wall sign	8 sq. ft. per sign	R	Sign allowed only in commercial and industrial zones
Directory	A	Same as for Free-	See Building,	R	Sign allowed only in commercial and industrial zones, or on a site

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
		standing, and Freeway or Freeway Interchange sign	Freeway or Freeway Interchange, or Free-standing sign		with a conditional use in the R-3 zone. Prior to issuance of a sign permit, a sign for a conditional use in the R-3 zone shall require planning commission review and approval according to Section 14.58.110
Flashing	P	NA	NA	NA	NA
Freeway or Freeway Interchange	A	45'	350 sq. ft. per site	R	Allowed only in commercial and industrial zones
Free-standing	A	25'	150 square feet per site in a commercial or industrial zone, except that a site which has street frontage exceeding 300 lineal feet is allowed 150 square feet per increment of 300 lineal feet of street frontage. A site where there is a <u>conditional use in the R-3 zone, a properly-permitted commercial use in another zone, or for a public, semi-public, or non-commercial facility or area, such as a park, school, hospital, church, neighborhood, or apartment complex.</u> A site without street frontage shall be limited to one free-standing sign structure. The number of free-standing sign structures that are allowed on a site with street frontage shall be limited to two per increment of 300 lineal feet of street frontage. If a site exceeds one free-standing sign structure, then the structures shall be separated a minimum of 100 lineal feet. Landscaping (as defined in	R	Sign allowed only in commercial and industrial zones or on a site where there is a <u>conditional use in the R-3 zone, a properly-permitted commercial use in another zone, or for a public, semi-public, or non-commercial facility or area, such as a park, school, hospital, church, neighborhood, or apartment complex.</u> A site without street frontage shall be limited to one free-standing sign structure. The number of free-standing sign structures that are allowed on a site with street frontage shall be limited to two per increment of 300 lineal feet of street frontage. If a site exceeds one free-standing sign structure, then the structures shall be separated a minimum of 100 lineal feet. Landscaping (as defined in

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
			<del>conditional use in the R-3 zone is allowed any combination of free-standing and building signs not to exceed a total of 12 square feet, except as provided in Other Sign Regulations in this row</del>		Section 14.57.030(a)) is required around the base of a new free-standing sign. The landscaping perimeter for a pole sign shall be not less than the largest sign dimensions as vertically projected to the ground. The landscaping perimeter for all other free-standing signs shall be not less than one foot larger than the base of the sign structure. Prior to issuance of a sign permit, a free-standing sign on a vacant site, <del>or where there is a conditional use in the R-3 zone,</del> shall require planning commission review and approval according to Section 14.58.110
Garage Sale	A	NA	NA	NR	Sign allowed in all zones. The sign shall not be displayed for more than four consecutive days
Government Flags	E	NA	NA	NA	NA
Home Occupation	A	<del>Same as for Wall sign</del>	<del>2 sq. ft. per residential dwelling unit with home occupation license</del>	R	<del>Sign shall be a nonilluminated wall sign. Limited to one sign per residential dwelling unit with home occupation license</del>
Incidental	A	<del>Same as for Wall sign,</del>	<del>2 sq. ft. per sign</del>	NR	<del>Shall be nonilluminated and on site</del>

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
	<del>Freeway sign and/or Freeway Interchange sign</del>				
Monument	A	8'	Same as for Free-standing sign	R	Sign allowed only in commercial and industrial zones
<u>Non-Commercial</u>		<u>6' for Free-standing sign; same as for Wall sign</u>	<u>8 sq. ft. per sign</u>	<u>R</u>	<u>Sign allowed only in commercial and industrial zones</u>
<u>Non-Commercial Temporary</u>		?	?	NR	?
Nonconforming		See Section <a href="#">14.58.090</a> for limitations on nonconforming signs			
Official Sign or Legal Notice	E	NA	NA	NA	NA
Open, Closed, Business Hours, Address, or Greeting	E	NA	NA	NA	NA
Political	A	NA	NA	NR	<del>Shall be removed within 10 days after an election. May be located on private property with permission from property owner. May be placed in right of way adjacent to the private property of the abutting land owner and</del>

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
					only with the permission of the private property owner/abutting land owner; provided, that it is not in a location or condition that is prohibited
Private Warning/Directional	E	NA	NA	NA	NA
Projecting Sign	A	Same as for Wall or Architectural Appendage sign	See Building sign	R	See Section 14.58.030(i)
Public or Recreational Identification	A	Same as for Free-standing or Building sign	See Free-standing or Building sign	R	Allowed in commercial, industrial, and public zones
Public Zone (other than Public or Recreational Facility Identification signs)	A	Same as for Free-standing or Building sign	See Free-standing or Building sign	R	Requires planning commission approval according to Section 14.58.110
Real Estate—Other	A	8' for Free-standing sign; wall height for Building sign	32 sq. ft. per sign	NR	Shall be nonilluminated. Shall be removed from display within five days after sale, lease, or rent
Real Estate—Residential Lot	A	No limit	6 sq. ft. per sign	NR	Shall be nonilluminated. Shall be removed from display within one day after sale, lease, or rent
Residential	A	8'	32 sq. ft.	R	Allowed in residential zones.

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
Identification			per site		Requires planning commission review and approval according to Section 14.58.110
Residential Subdivision	A	8'	32 sq. ft. per residential subdivision, manufactured home binding site plan or residential planned development	R	A
Roof	A	10' above roof height as measured from intersection of the roof and lowest point of the sign, sign structure, or point of attachment	See Building sign	R	Allowed in commercial and industrial zones
Sandwich Board	A	4'	8 sq. ft. each face	R	Sign allowed only in commercial and industrial zones. <del>May be located in right of way adjacent to the site that is the object of the sign with planning commission recommendation and city council</del>

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
					approval. Otherwise, sign shall be on site. Shall be removed from display at the end of each business day
Sign which could be confused with or obstructs the view of a traffic sign or signal, as determined by city engineer	P	NA	NA	NA	NA
Sign which restricts ingress to or egress from a building	P	NA	NA	NA	NA
Sign on vehicle other than Vehicle sign	P	NA	NA	NA	NA
Temporary Sign on free-standing structure or Portable	A	See Free-standing if on free-standing structure; 8' height if portable	32 sq. ft. per street frontage per site. If no street frontage, then 32 sq. ft. per site. The total sign area shall be	R—one time per location. Owners hip change of business license requires	Allowed only in commercial and industrial zones. Sign shall be repaired, replaced, or removed when torn, worn, broken, or dilapidated, <u>or when the event has passed or the message is no longer relevant</u>

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
			restricted to one, contiguous, designated area per street frontage. The designated area shall not exceed 12 lineal feet parallel to street frontage	new sign permit	
Temporary Gas Pump	A	NA	2 sq. ft. per sign, one sign per dispenser	NR	NA
Temporary Sign on Wall	A	Same as Wall sign	See Building sign	NR	NA
Traffic Control	E	NA	NA	NA	NA
Vehicle	A	Flush-mounted to vehicle	NA	NR	Nonilluminated
Wall	A	The sign shall be contained within the outline of the facade	See Building sign	R	NA
Window or	A	The sign	See	NR for	NA

Sign Type	Prohibited, Allowed, or Exempt	Maximum Sign Height	Maximum Sign Area	Sign Permit	Other Sign Regulations
Door		shall be contained within the perimeter of the window or door	Building sign	temporary sign; R for permanent sign	

**A = Allowed; E = Exempt; NA = Not Applicable; NR = Not Required; P = Prohibited; R = Required**

(Ord. 1298 § 2 (part), 2009).

#### **14.58.040 Sign work exempt from sign permit.**

The replacement of the face or faces of a cabinet sign, maintenance of a sign or sign structure (by repair, replacement of parts, cleaning, or touch-up), and sign removal without any sign installation is exempt from the requirement for a sign permit. (Ord. 1298 § 2 (part), 2009).

#### **14.58.050 Sign permit requirements.**

A new sign or sign structure, or the replacement of an existing sign or sign structure, shall require an application for city review and issuance of a sign permit prior to work, except for types of signs that do not require a permit as listed in Table A, or sign work that is exempt from a sign permit. The application shall include:

- (a) Two copies of a scaled drawing of the site plan which shows the site boundary, sidewalk and curb, driveways, buildings, other relevant site development or site limitations, and the location of the proposed building or free-standing sign or signs. The location of free-standing signs should be shown as dimension lines from nearest lot or parcel boundaries.
- (b) Two copies of scaled plans and elevations of the sign work, including sign and sign structure dimensions, sign height, structural detail, description, drawing, or picture of the sign copy, footing details, method of sign attachment to sign structure, building, or architectural appendage, illumination, specifications, and calculations for wind loads.
- (c) An inventory of each and every existing sign on the site, including a description of the sign copy, type of sign, and sign dimensions.
- (d) The building official may waive the submission of plans, specifications, and calculations when the structural aspect is of minor importance.
- (e) A completed application with an inventory of each and every sign that will be installed or removed, and the type of sign. (Ord. 1298 § 2 (part), 2009).

#### **14.58.060 Interpretations and rulings.**

~~Recognizing that there may be ambiguities in any chapter and that it may be necessary to obtain an interpretation or ruling regarding intent, interpretation, or definition, the zoning administrator may forward a request to the planning commission for an interpretation or ruling regarding the application of the provisions of this chapter to any existing or proposed sign. (Ord. 1298 § 2 (part), 2009).~~

#### **14.58.070 Appeals.**

~~Any decision made by any administrator, officer, board, or agency in carrying out the provisions of this chapter may be appealed. Appeals shall be as provided for in Chapter 17.83 19.11. (Ord. 1298 § 2 (part), 2009).~~

#### **14.58.080 Variances.**

The hearing examiner shall hear and decide any request for a variance from the sign regulations contained in this chapter in accordance with Chapter 2.16. (Ord. 1305 § 2, 2009; Ord. 1298 § 2 (part), 2009)

#### **14.58.090 Nonconforming sign.**

Any nonconforming sign may continue to be maintained and used in compliance with Chapter 17.79, Nonconforming Uses. Any nonconforming sign which has been abandoned at least six months shall be removed or conform to the applicable sign regulations of this chapter. (Ord. 1298 § 2 (part), 2009).

#### **14.58.100 Sign for nonconforming use.**

Any proposed sign for a nonconforming use may be allowed after review and approval by the planning commission upon a finding that the sign will be compatible with surrounding land uses. Conditions may be attached to an approval. (Ord. 1298 § 2 (part), 2009).

#### **14.58.110 Planning commission review and approval.**

Any sign in this chapter that requires planning commission review may be approved by the commission upon findings that the sign meets the purpose of this chapter and the sign will comply with applicable sign regulations. Conditions may be attached to an approval. (Ord. 1298 § 2 (part), 2009).

#### **14.58.120 Violation.**

Upon occurrence of a violation of the provisions of this chapter, the code enforcement officer shall notify the responsible person representing the sign in violation that a violation of this chapter exists. A notice of violation and order to correct or cease activity as provided in Section 8.26.050 shall be issued. (Ord. 1298 § 2 (part), 2009).

#### **14.58.130 Enforcement.**

The code enforcement officer may cause the removal or demolition of an illegal sign or for failure to comply with a notice of violation upon seven days' written notice. After removal or demolition of the sign, a notice shall be mailed to the sign owner stating the nature of the work and the date on which it was performed and demanding payment of the costs as certified by the building official. If the amount specified in the notice is not paid within thirty days of the notice, the city may institute a civil action to recover its costs. The owner of the property upon which the sign is located shall be presumed to

be the owner of all signs thereon unless facts to the contrary are brought to the attention of the code enforcement officer. (Ord. 1298 § 2 (part), 2009).

**14.58.140 Conflict.**

If any provision of this chapter is found to be in conflict with any other provision of any local, state, or federal regulations, the provision which establishes the higher standard shall prevail. (Ord. 1298 § 2 (part), 2009).