

**CHAPTER VIII:**

**SIGN REGULATIONS**

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## VIII.I SIGN REGULATIONS

### A. PURPOSE

1. The regulations in this Chapter are intended to coordinate the use, placement, physical dimensions, and design of signs within all jurisdictions of Vigo County. The purpose of these regulations is to:
2. Recognize that signs are a necessary means of visual communication for the convenience of the public and provide flexibility within the sign review/approval process to allow for unique circumstances and creativity.
3. Recognize and insure the right of those concerned to identify businesses, services and other activities by the use of signs, and limit signs to those which are accessory and incidental to the use on the premises where such signs are located.
4. Provide a reasonable balance between the right of an individual to identify his or her business and the right of the public to be protected against the visual discord resulting from the unrestricted proliferation of signs and similar devices.
5. Protect the public from damage or injury caused by signs that are poorly designed or maintained and from distractions or hazards to pedestrians or motorists caused by the indiscriminate placement or use of signs.
6. Encourage signs that are responsive to the aesthetics and character of their particular location, adjacent buildings and uses, and the surrounding neighborhood. Ensure signs are compatible and integrated with the building's architectural design and with other signs on the property.
7. Ensure signs are appropriate for the type of street on which they are located.
8. Bring nonconforming signs into compliance with these regulations.

### B. APPLICATION

The regulations contained in this Chapter shall apply to the location, erection and maintenance of signs in any zoning district regulated by this Ordinance.

### C. ADMINISTRATION

1. The Director of the Vigo Area Planning Department shall implement this Chapter within the jurisdictions of unincorporated Vigo County, the Town of West Terre Haute, the Town of Riley, and the Town of Seelyville, and hereafter referred to as the Director. The City of Terre Haute Zoning Administrator shall implement this Chapter within the jurisdiction of the City of Terre Haute and hereafter be referred to as the Zoning Administrator. For such purposes, the Director and City

Building Inspector are appointed to ensure compliance with this Chapter, and shall have the powers of an enforcement officer.

2. To ensure compliance with the regulations of this Chapter, a sign permit shall be required in order to erect, move, alter, reconstruct, or repair any permanent or temporary sign, except signs that are exempt from permits in compliance with Section VIII.I.D, Exempt Signs.
3. In multiple tenant buildings, a separate permit shall be required for each business entity's sign(s), unless a sign program is provided. Applicants are encouraged to provide a sign program as opposed to obtaining single permits for groups of businesses, professional offices, or industrial complexes. Only one (1) sign permit shall be required for each sign program.
4. Changing or replacing the copy on an existing conforming or legal nonconforming sign shall not require a permit, if:
  - a. No structural changes are made to the sign;
  - b. The name of the business to which the sign belongs is not changed; or
  - c. The change does not render the sign in violation of this Chapter.
5. Applications for sign permits shall be made in writing on forms furnished by either the Executive Director or the Zoning Administrator, as applicable. The application shall contain:
  - a. The location by street number and the legal description of the proposed sign structure;
  - b. Names and addresses of the owner, sign contractor, and erectors;
  - c. Legible site plans which include the specific location of the sign and setbacks to adjacent property lines and buildings;
  - d. A detailed drawing indicating the dimensions, materials, and colors of the proposed sign structure. A certification by a structural engineer may be required for a freestanding or projecting sign;
  - e. A graphic drawing or photograph of the sign copy;
  - f. A description of the lighting to be used, if applicable;
  - g. Proof of public liability insurance covering freestanding signs and projecting wall signs;



## D. EXEMPT SIGNS

The following signs shall be exempt from permit requirements of this Chapter and may be placed in any zoning district, subject to the provisions of this Chapter. Such signs shall otherwise be in conformance with all applicable requirements contained in this Chapter. All such signs (except government signs) shall be located outside a street right-of-way. Signs shall not interfere with traffic signs or the sight distance triangle at intersections. All other signs shall be allowed only by permit and upon proof of compliance with this Chapter.

1. Signs erected on behalf of or pursuant to authorization of a governmental body, including but not limited to: legal notices; identification and information signs, and, traffic control, directional or regulatory signs.
2. Official signs of a non-commercial nature erected by public utility, oil and gas, mining or construction companies to warn of danger or hazardous conditions, including signs indicating the presence of underground cables, gas lines, and similar devices.
3. Flags, pennants, crests, or insignia of a school or a public, religious or nonprofit institution when not displayed in connection with a commercial promotion or as advertising.
4. Religious symbols located on a building or lot used for organized religious services.
5. Displays of string lights, provided:
  - a. They are decorative displays which only outline or highlight landscaping or architectural features of a building.
  - b. They are steady burning, clear, non-colored bulb lights. No blinking, flashing, intermittent changes in intensity, or rotating shall be permitted.
  - c. They are no greater in intensity than five (5) watts.
  - d. They shall not be placed on or used to outline signs, sign supports, awnings, and/or canopies.
  - e. They shall not be assembled or arranged to convey messages, words, commercial advertisements, slogans, and/or logos.
  - f. They shall not create a safety hazard with respect to placement, location of electrical cords, or connection to power supply.
  - g. They shall be maintained and repaired so that no individual light bulb is inoperative. In the event the bulbs are not maintained or repaired, the

string lights may be removed at the expense of the owner after giving notice to the owner pursuant to this Chapter.

6. Integral, decorative, or architectural features of buildings or works of art, so long as such features or works do not contain letters, trademarks, moving parts, or lights.
7. Memorial signs, plaques, or grave markers which are noncommercial in nature.
8. Scoreboards for athletic fields.
9. Signs permanently displayed on trucks, buses, trailers or other vehicles which are being operated or stored in the normal course of a business, such as signs indicating the name of the owner or business which are located on moving vans, delivery trucks, rental trucks and trailers and the like, shall be exempt from the provisions of this Chapter, provided that the primary purpose of such vehicles is not for the display of signs, and provided that they are parked or stored in areas appropriate to their use as vehicles.
10. Vending machine signs provided that the advertisement upon the vending machine sign is limited to the product vended.
11. Miscellaneous signs not exceeding two (2) square feet in area that are non-illuminated, internally illuminated or indirectly illuminated, including but not be limited-to:
  - a. Signs on mailboxes or newspaper tubes;
  - b. Signs giving property identification, date of erection, names, or numbers of occupants; and
  - c. Signs indicating the location of public telephones or underground public utilities, or that provide instructions as required by law or necessity, and similar public information signs. This category shall be interpreted to include such signs as “no smoking,” “restrooms,” “no solicitors,” “self-service,” and similar informational signs.
12. Regulatory signs erected on private property, such as no parking, no trespassing, or danger from animals signs which do not exceed two (2) square feet per face or four (4) square feet in total surface area, limited to four (4) such signs per use or per building, whichever is the greater number.
13. Motor vehicle for sale signs provided there is only one (1) sign per vehicle, the sign does not exceed two (2) square feet, and the vehicles are located in approved sales lots.
14. “Vacancy” and “no vacancy” signs, where they are non-illuminated, internally illuminated, indirectly illuminated or directly illuminated signs provided that the

area of the sign does not exceed two and one-half (2½) square feet per face. Also, signs designed to indicate vacancy such as “yes,” “no” or “sorry” shall also be exempt under the provisions of this paragraph if they meet the area requirement.

15. Non-illuminated or indirectly illuminated signs which identify, as a courtesy to customers, items such as credit cards accepted, redemption stamps offered, menus, or prices; limited to one (1) such sign for each use, not to exceed four (4) square feet per face or eight (8) square feet in total area. Such signs may be attached to the building, as projecting or wall signs, suspended from a canopy or included as an integral part of a freestanding sign.
16. Directional and instructional on-premise signs not exceeding six (6) square feet in area.
17. Garage, estate, or yard sale signs on the lot on which the sale is located, provided that such signs:
  - a. Shall not exceed one (1) per street frontage of a lot;
  - b. Shall not exceed six (6) square feet in sign display surface area; and,
  - c. Shall not be erected sooner than two (2) days prior to the day of the sale and shall be removed immediately after the sale is completed.
18. Electronic message center and “time and/or temperature” signs which do not exceed ten (10) square feet provided however, that no identification or advertising is attached to or made part of the same sign structure.
19. Bulletin board signs accessory to a school or public, religious, or non-profit institution, subject to the following provisions:
  - a. No more than one (1) sign shall be permitted per street frontage;
  - b. The sign display surface shall not exceed sixteen (16) square feet;
  - c. The sign shall not be internally illuminated; and,
  - d. The sign shall refer only to the services conducted on the lot.
20. Political signs displayed on private property in accordance with an official election or signs erected on behalf of candidates for public office, provided that such signs:
  - a. Shall not exceed thirty-two (32) square feet in sign display surface area;
  - b. Shall not be erected sooner than ninety days (90) days prior to the election date and shall be removed not later than ten (10) days after the election date;



- c. The property owner upon whose land the sign is placed shall give written permission for the placement of said signs and will be responsible for violations; and
  - d. Under no circumstance may political signs be placed in the public right-of-way.
- 21. Signs temporarily attached to the interior of a window or glass door, provided that signs shall not cover more than twenty-five percent (25%) of the surface area of the window or door to which they are attached.
- 22. Special event signs, such as grand opening, farmers' market, fair, carnival, circus, festival, or similar event signs shall be permitted on the lot where the special event is to occur, provided that:
  - a. Such signs shall not be erected sooner than fourteen days (14) days prior to the first day of the special event and shall be removed not later than three (3) days after the last day of the special event.
  - b. If the sign is a banner, it shall be securely attached to the wall of the establishment, freestanding signs, or light poles on private property.
  - c. One (1) special event sign per street frontage per establishment shall be permitted.
  - d. In no case may any such sign impede the view or travel of any motorists or pedestrians or be attached to any structure within the right-of-way (government signs, telephone poles, etc.).
- 23. Temporary construction signs, provided that:
  - a. Signs in conjunction with any residential use shall not exceed eight (8) square feet each.
  - b. Signs in conjunction with all other uses shall have a maximum area of thirty-two (32) square feet each.
  - c. Only one (1) such sign oriented per street front per premises shall be erected. Any two such signs located on the same premises shall be located at least one hundred feet (100') apart as measured by using a straight line.
  - d. Such signs shall not exceed twenty feet (20') in height.
  - e. Such signs shall not be illuminated.
  - f. Such signs shall only appear at the construction site.



- b. Size of Real Estate Signs:
  - i. In any residential zoning district, real estate signs shall not exceed six (6) square feet in sign display surface area; or,
  - ii. In any non-residential zoning district, real estate signs shall not exceed thirty-two (32) square feet in sign display surface area.
- c. No more than three (3) temporary directional signs advertising a specific planned commercial or mixed use development, residential subdivision, multi-family development, etc. may be permitted offsite. Each such sign may have a maximum area of four (4) square feet and shall be placed outside all existing right-of-ways.
- d. All temporary real estate and associated directional signs shall be removed immediately after the real estate closing or lease transaction.
- e. No temporary real estate or associated directional sign shall be lighted.

## E. PROHIBITED SIGNS

The following signs are inconsistent with the purposes and standards in this Chapter and are prohibited in all zoning districts:

1. Flashing, rotating, blinking, or moving signs, animated signs, signs with moving, rotating or flashing lights or signs that create the illusion of movement except for:
  - a. Electronic message center and time and temperature signs permitted by exemption in Section VIII.I.D, Exempt Signs.
  - b. Electronic message center and time and temperature signs in the C-2, C-3, M-1 and M-2 districts larger than ten (10) square feet yet less than thirty two (32) square feet in sign display surface area.
2. Any sign that is erected in such a location as to cause visual obstruction or interference with motor vehicle traffic, or traffic-control devices including any sign that obstructs clear vision in any direction from any street intersection or driveway.
3. Mechanical or electrical appurtenances, such as "revolving beacons", that are designed to compel attention.
4. Roof signs.

5. Any sign other than traffic control signs erected, constructed, or maintained within, over or upon the right-of-way of any road or highway, except in the case of a sign for which a permit has been issued with the requirements of this Chapter.
6. Off-premise advertising signs or any other sign not pertinent and clearly incidental to the permitted use on the property where located, except for:
  - a. Temporary directional signs, farm product signs, and political signs permitted by exemption in Section VIII.I.D, Exempt Signs.
  - b. A sign for the identification of a specific business district or center identified in the Comprehensive Plan or a business improvement or redevelopment area.
  - c. A sign intended to direct people to a school or a public, religious, or nonprofit institution which indicates meeting dates and times.
  - d. Areas zoned as a commercial or industrial district within one thousand three hundred twenty feet (1,320') of an interstate highway interchange, subject to the standards for freestanding pole signs in Section VIII.I.K, Sign Standards by Zoning District.
7. Any sign which interferes with free passage from or obstructs any fire escape, downspout, window, door, stairway, ladder, or opening intended as a means of ingress or egress or providing light or air.
8. Any sign located in such a way as to intentionally deny an adjoining property owner visual access to an existing sign.
9. Vehicle-mounted signs, including but not limited to, signs painted on or attached to semi-trailers or cargo containers when exhibited on private property adjacent to public right-of-way for the purpose of advertising the business or services offered on the property. Vehicle-mounted signs used in connection with a special event are exempted from the requirements of this Section during the duration of the special event only. Upon the conclusion of the special event, such signs must be dismantled. For the purposes of this Subsection, the term special event shall mean a parade, circus, fair, carnival, festival, farmers' market, or other similar event that is different in character from the customary or usual activities generally associated with the property upon which the special event is to occur.
10. Portable signs or signs not permanently affixed or attached to the ground or to any structure, except for real estate signs attached to posts driven into the ground, window signs and temporary barriers.
11. Signs attached to trees or utility poles, except for signs erected on behalf of or pursuant to authorization of a local government jurisdiction.

12. Searchlights.
13. Permanent inflatable freestanding signs or tethered balloons.
14. Fabric signs, flags, pennants, or banners when used for commercial advertising purposes except as permitted in Section VIII.I.D, Exempt Signs.
15. Electronic message boards except governmental signs.
16. Any sign (together with its supporting structure) now or hereafter existing which, thirty (30) days or more after the premises have been vacated, advertises an activity, business, product or service no longer produced or conducted upon the premises upon which such sign is located. If the sign or sign structure is covered or if the identifying symbols or letters removed, an extension of time may be granted by the Director or Zoning Administrator, as applicable, upon good cause for such extension being shown. (This provision shall not apply to permanent signs accessory to businesses which are open only on a seasonal basis, provided that there is clear intent to continue operation of the business).
17. Any sign or sign structure which:
  - a. Is structurally unsafe;
  - b. Constitutes a hazard to safety or health by reason of inadequate maintenance or dilapidation;
  - c. Is not kept in good repair; or
  - d. Is capable of causing electrical shocks to persons likely to come in contact with it.
18. Any sign or sign structure which:
  - a. In any other way obstructs the view of, may be confused with or purports to be an official traffic sign, signal or device, or any other official sign;
  - b. Uses any words, phrases, symbols, or characters implying the existence of danger or the need for stopping or maneuvering a motor vehicle;
  - c. Creates in any other way an unsafe distraction for motor vehicle operators; or
  - d. Obstructs the view of motor vehicle operators entering a public roadway from any parking area, service drive, private driveway, alley, or other thoroughfare.

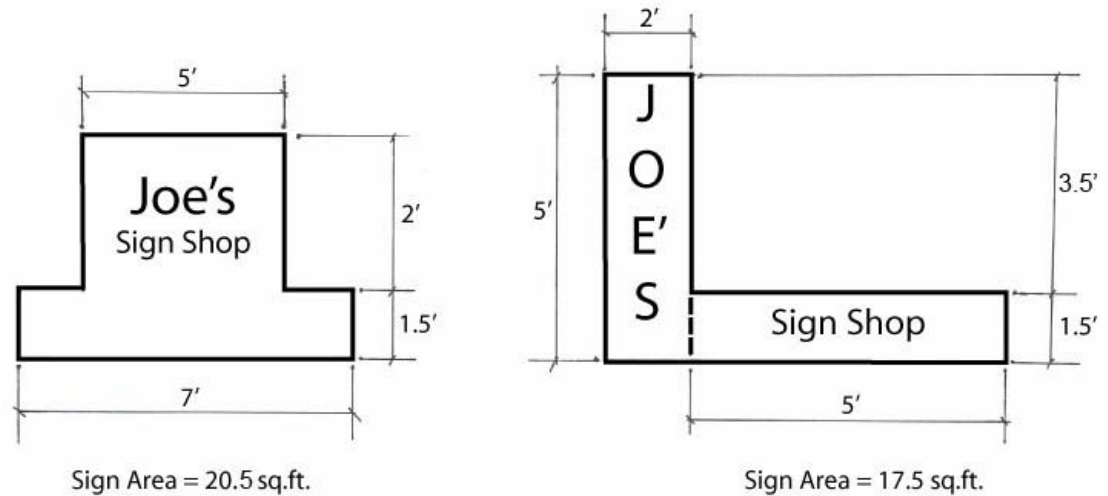
## F. ENFORCEMENT

1. Whenever a business, industry, service, or other use is discontinued, the sign(s) pertaining to the use shall be removed by the person or entity owning or having possession over the property within thirty (30) days after the discontinuance of such use.
2. Illegal signs shall be subject to the administrative remedies of the Director or Zoning Administrator, as applicable.
3. The Director or Zoning Administrator, as applicable, may cause the removal of any sign within the public right-of-way or on property that is otherwise abandoned that has been placed there without first complying with the requirements of this Chapter.
4. Signs removed in compliance with this Section shall be stored by the Director or Zoning Administrator, as applicable for thirty (30) days, during which they may be recovered by the owner only upon payment to the applicable jurisdiction for costs of removal and storage. If not recovered within the thirty (30) day period, the sign and supporting structure shall be declared abandoned and title shall vest with the applicable jurisdiction. The costs of removal and storage (up to thirty [30] days) may be billed to the owner. If not paid, the applicable costs may be imposed as a tax lien against the property.
5. Legal non-conforming signs shall be treated as non-conforming structures and subject to the non-conforming situation provisions of Chapter I.

G. SIGN MEASUREMENT

1. The area of a geometric shape enclosing any message, logo, symbol, name, photograph, or display face shall be measured using standard mathematical formulas. Time and temperature devices shall not be included within the measurement of maximum sign area.

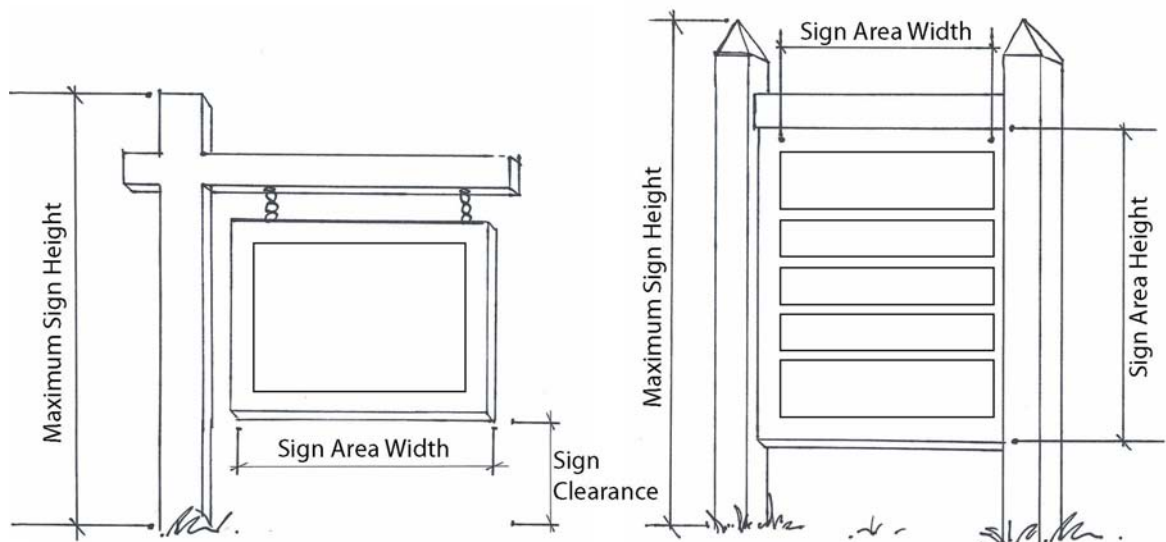
Figure VIII-1: Sign Area Measurement



Source: HNTB Corporation

2. Supporting framework or bracing that is clearly incidental to the display itself shall not be computed as sign area.
3. Back-to-back signs shall be regarded as a single sign only if mounted on a single structure, and the distance between each sign face does not exceed two feet (2') at any point.
4. Where a sign consists of one or more three-dimensional objects (i.e. balls, cubes, clusters of objects, sculpture), the sign area shall be measured as their maximum projection upon a vertical plane. Objects on signs with three-dimensional objects shall not exceed a projection of six inches (6") from the sign face.
5. If a sign is attached to a wall, only that portion of the wall onto which the sign face or letters are placed shall be calculated in the sign area.
6. The height of a sign shall be measured from the highest point of a sign to the ground surface beneath it. When berms are used in conjunction with signage, the height of the sign shall be measured from the mean elevation of the fronting street.

Figure VIII-2: Sign Measurement Details



Source: HNTB Corporation

## H. SIGN DESIGN

1. Signs shall be made by a professional sign company or other qualified entity, and be constructed of durable, high quality architectural materials.
2. The scale of signs shall be appropriate for the building on which they are placed and the area in which they are located. Signs shall not visually overpower nor obscure architectural features. Building signs shall be harmonious in scale and proportion with the building facade.
3. Signs shall be designed to complement or enhance the other signs for a building. Whenever possible, signs located on buildings with the same blockface shall be placed at the same height, in order to create a unified sign band.
4. The design of the sign including copy, lettering size and style, and colors shall logically relate to the average speed of the traffic which will see it. Signs shall legibly convey their messages without being distracting or unsafe to motorists reading them.
5. Colors shall be selected to contribute to legibility and design integrity. Sign colors shall complement the colors used on the structures and the project as a whole. Colors or color combinations that interfere with legibility of the sign copy or that interfere with viewer identification of other signs shall be avoided.
6. All illuminated signs shall have their lighting directed in such a manner as to illuminate only the face of the sign. Signs shall be illuminated in a way that does not cause glare onto the street and adjacent properties. Signs shall be illuminated



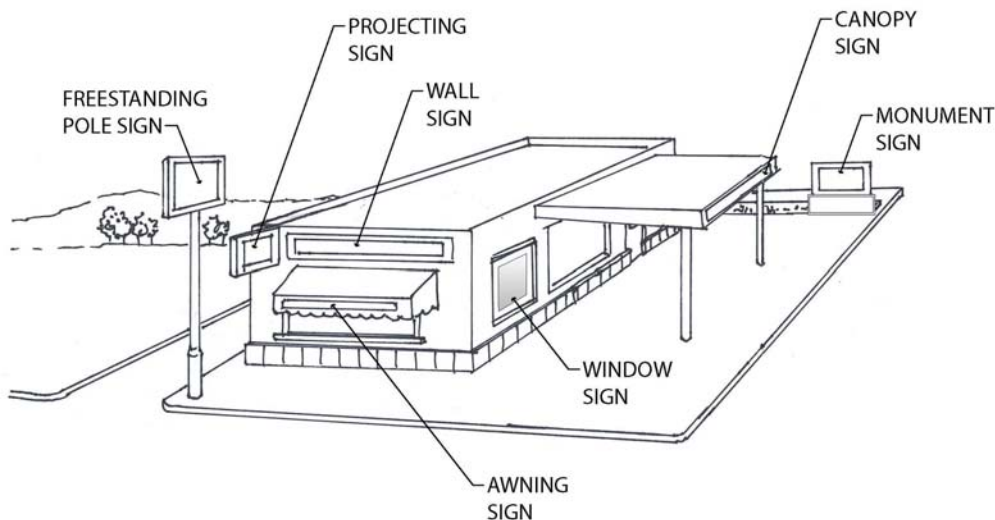
only to the minimum level for nighttime readability. All illuminated signs shall meet all applicable electrical codes and the electrical components used shall bear the label of an approval agency.

7. Freestanding signs shall be landscaped at their base in a way harmonious with the landscape concept for the whole site. Landscaping shall form an attractive, dense cluster at the base of the sign that is equally attractive in winter and summer.
8. No sign shall be erected within the road right-of-way or near the intersection of any road(s) or driveways in such a manner as to obstruct free and clear vision of motorists or pedestrians or at any location where, by reason of the position, shape, or color, it may interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or device. Signs located at an intersection must be outside of the sight distance triangle.
9. Signs shall be designed and located so that they have little or no impact on adjacent residential neighborhoods. No commercial sign within one hundred linear feet (100') of a pre-existing residential structure shall be illuminated between the hours of 10:00 p.m. and 6:00 a.m.

## I. STANDARDS FOR CERTAIN SIGN TYPES

Sign types that have specific standards include awning signs, canopy signs, freestanding signs, monument signs, projecting signs, wall signs, and window signs, examples of which are illustrated in Figure VIII-3.

Figure VIII-3: Sign Types



Source: HNTB Corporation

1. Awning Signs. An awning sign is a building identification sign or graphic printed on or in some fashion attached directly to the material of an awning. Awning signs are subject to the following provisions:
  - a. Signs may be placed only on awnings that are located on first- and second-story building frontages, including those fronting a parking lot or pedestrian way. No awning sign shall project beyond, above, or below the face of an awning.
  - b. No structural element of an awning shall be located less than eight feet (8') above finished grade. Awnings on which awning signs are mounted may extend over a public right-of-way no more than seven feet (7') from the face of a supporting building. No awning, with or without signage, shall extend above the roof line of any building.
  - c. The portion of the awning which includes the sign display shall not exceed fifty percent (50%) of the total area of the awning. Sign area shall comply with the requirements established by Section VIII.I.K, Sign Standards by Zoning District.
  - d. Awnings shall not be internally illuminated. Lighting directed downwards that does not illuminate the awning is allowed.
2. Canopy Signs. A canopy sign is a sign that is part of or attached to a canopy over a door, entrance, or window. Canopy signs are subject to the following provisions:
  - a. No canopy sign shall project above the top of the canopy upon which it is mounted. However, such signs may project horizontally from the face of a canopy the distance necessary to accommodate the letter thickness and required electrical equipment, but not more than twelve inches (12") (measured from the bottom of the sign). No canopy, with or without signage, shall extend above the roof line of any building.
  - b. Under-canopy signs which are parallel to the face of the building shall be a minimum of ten feet (10') above grade. Under-canopy signs which are perpendicular to the face of the building shall be deemed to be projecting wall signs, and subject to the standards for projecting signs in Section VIII.I.I.5, Projecting Signs below.
  - c. The portion of the canopy which includes the sign display shall not exceed fifty percent (50%) of the total area of the canopy. Sign area shall comply with the requirements established by Section VIII.I.K, Sign Standards by Zoning District.

3. Freestanding Signs. A freestanding sign is a sign which is supported by one or more columns, uprights, poles, or braces extended from the ground, or which is erected on the ground and shall also include monument signs and pole signs but does not include a sign attached to a structure. Freestanding signs are subject to the following provisions:
  - a. Freestanding signs shall be located only on a site frontage adjoining a public street. No freestanding sign in any zoning district can be erected closer than three feet (3') from any curb line or sidewalk, or closer than four feet (4') to any building. No freestanding signs in business and industrial districts may be located less than one hundred feet (100') from any property line adjacent to a residential zoning district line.
  - b. Freestanding signs shall comply with the height and area requirements established in Section VIII.I.K, Sign Standards by Zoning District.
  - c. Freestanding signs shall be mounted on one or more posts or have a solid monument-type base. The sign shall be securely fastened to the ground or to a substantial supportive structure so that there is no danger that either the sign or the supportive structure may be moved by wind or other forces of nature and cause injury to persons or damage to property.
4. Monument Signs. A monument sign is a freestanding sign where the entire bottom of the sign is affixed to the ground, not to a building. Monument signs are subject to the following provisions:
  - a. Monument signs shall be located only along a site frontage adjoining a public street. A maximum of one (1) monument sign per entry is permitted.
  - b. The design of a monument sign shall be consistent with the overall scale of the building. The design and placement of the sign shall not obstruct traffic safety sight distance areas. Monument signs shall comply with the height and area requirements established in Section VIII.I.K, Sign Standards by Zoning District.
  - c. Landscaping shall be provided at the base of the supporting structure equal to twice the area of one face of the sign. For example, twenty (20) square feet of sign area equals forty (40) square feet of landscaped area. The appropriate Board of Zoning Appeals may reduce or waive this requirement if it is determined that the additional landscaping would not contribute significantly to the overall aesthetic character of the project.

5. Projecting Signs. A projecting sign is any sign supported by a building wall and projecting at least twelve inches (12”) or more horizontally beyond the surface of the building to which the sign is attached.
  - a. Projecting signs shall be placed only on a ground floor facade, except for businesses located above the ground level with direct exterior pedestrian access.
  - b. Projecting signs shall not extend more than four feet (4’) from the building wall except where the sign is an integral part of an approved canopy or awning. Projecting signs shall comply with the height and area requirements established in Section VIII.I.K, Sign Standards by Zoning District.
  - c. Sign supports and brackets shall be compatible with the design and scale of the projecting sign.
6. Wall Signs. A wall sign is any sign painted on, incorporated in or affixed to the building wall, or any sign consisting of cut-out letters or devices affixed to the building wall with no background defined on the building wall.
  - a. No part of a wall sign shall be located more than twenty-five feet (25’) above grade level. The sign shall not be placed to obstruct any portion of a window, doorway or other architectural detail, and not be higher than the eave line of the principal building.
  - b. Wall signs shall comply with the height and area requirements established in Section VIII.I.K, Sign Standards by Zoning District. No wall sign part, including cut-out letters, may project from the surface upon which it is attached more than required for construction purposes and in no case more than twelve inches (12”).
7. Window Signs. A window sign is a sign that is applied or attached to a window or that can be read through the window from the public right-of-way, placed at or below the second floor level.
  - a. A window sign may be permanent or temporary. Only one (1) permanent window sign is permitted per window or door. Multiple temporary window signs are permitted and are exempt from a sign permit, subject to Article 8 D.
  - b. Window signs shall comply with the height and area requirements established in Section VIII.I.K, Sign Standards by Zoning District.  
Installation and Maintenance

## 8. Installation

- a. All signs shall be mounted so that the method of installation is concealed.
- b. Projecting signs shall be mounted so they generally align with others in the block.
- c. No trees, shrubs, or other vegetation shall be removed, trimmed, damaged, or destroyed for the purpose of increasing or enhancing the visibility of any sign, unless the work is done pursuant to:
  - i. The written authorization of the governmental entity having jurisdiction over the public right of way, or
  - ii. The written authorization of the property owner.

## 9. Maintenance

- a. All signs and all components thereof, including sign structures and sign faces, shall be kept neatly painted, in a good state of repair and in compliance with all building and electrical codes. The Director or the Zoning Administrator, as applicable, may inspect any sign governed by this Chapter and shall have the authority to order the painting, repair, alteration, or removal of a sign which constitutes a hazard to safety, health, or public welfare by reason of inadequate maintenance, dilapidation, or obsolescence.
- b. The owner of a sign and the owner of the premises on which such sign is located shall be jointly and severally liable to maintain such sign, including any illumination sources in neat and orderly condition, and in a good working order at all times, and to prevent the development of any rust, corrosion, rotting, or other deterioration in the physical appearance or safety of such sign. The sign must also be in compliance with all building and electrical codes.
- c. The owner of any sign regulated by this Chapter shall be required to keep signs and supporting hardware, including temporary signs and time/temperature signs structurally safe, clean, free of visible defects and functioning properly at all times. Repairs to signs shall be equal to or better in quality of materials and design than the original sign.
- d. It shall be the responsibility of the owner of time and temperature signs to maintain such signs and insure that they are kept accurate. If these conditions are not met, the sign shall be repaired or removed.

## J. SIGN STANDARDS BY ZONING DISTRICT

1. Agricultural Zoning District Signs. Signs in agricultural zoning districts may include and shall be limited to those on Table VIII-1:

**Table VIII-1: Agricultural Zoning District Signs**

TYPE OF SIGN	NUMBER OF SIGNS	MAXIMUM AREA (SQ. FT.)	MAXIMUM HEIGHT	COMMENTS
Identification Sign (Freestanding only)	1 per principal use	64	12'	Minimum setback equal to height of sign; minimum spacing 50' between signs on separate frontage, 300' between signs on same frontage
Temporary Signs	See Section VIII.I.D, Exempt Signs	16, unless as otherwise specified in Section VIII.I.D, Exempt Signs	6', unless as otherwise specified in Section VIII.I.D, Exempt Signs	See Section VIII.I.D, Exempt Signs

2. Residential Zoning District Signs. Signs in residential zoning districts may include and shall be limited to those on Table VIII-2:

**Table VIII-2: Residential Zoning District Signs**

TYPE OF SIGN	NUMBER OF SIGNS	MAXIMUM AREA (SQ. FT.)	MAXIMUM HEIGHT	COMMENTS
Identification Sign (Freestanding only)	1 per single family, duplex, or mobile home per street frontage	2 per face	4'	Includes home occupations
	1 per multi-family development, per street frontage	32 per face	8'	
Identification Sign (Freestanding only)	1 per subdivision entrance (monument sign only)	32 per face	6'	Direct illumination only; when placed on subdivision entry features, only the sign face shall be used to calculate the area
Temporary Signs	See Section VIII.I.D, Exempt Signs	16, unless as otherwise specified in Section VIII.I.D, Exempt Signs	6', unless as otherwise specified in Section VIII.I.D, Exempt Signs	See Section VIII.I.D, Exempt Signs

- Airport, Commercial and Industrial Zoning District Signs. Signs in the airport, commercial (with the exception of the Downtown District) and industrial zoning districts, may include and shall be limited to those on Table VIII-3:

Table VIII-3: Airport, Commercial, and Industrial Zoning District Signs

TYPE OF SIGN	NUMBER OF SIGNS	MAXIMUM AREA (SQ. FT.)	MAXIMUM HEIGHT	COMMENTS
Identification Sign (Freestanding Monument and Pole, Wall, Awning, Canopy, Projecting, Window)	Monument sign: 1 per entrance	64 per face	4'	
	Pole sign: 1 per street frontage	64 per face	40', with minimum 15 foot setback from property line	Minimum separation of 100' between a monument and a pole sign on the same lot
	Pole sign adjacent to Interstate Highway: 1 per principal use, or 1 offsite advertising sign per 250 lineal feet	240 on-site 672 off-site	50'	Allowed in place of a pole sign not adjacent to Interstate Highway; permitted with on-site entry monument sign  On-site pole sign can be no closer than 150' from any other pole sign  Must be located within 1320 linear feet of an interchange
Identification Sign (Freestanding Monument and Pole, Wall, Awning, Canopy, Projecting, Window)	Wall sign: Unlimited, within allowed maximum area	1 ½ sq. ft./ linear foot of building frontage for the first 100' of frontage; 300' max.	No higher than the eave line of the principal building	The sum of all wall signs on a given wall shall not exceed 5% of the wall area
	Canopy or awning sign: 1 per individual building tenant	1 ½ sq. ft./ linear foot of building frontage for the first 100' of frontage; 300' max.	No higher than the eave line of the principal building	Allowed in place of a wall sign  Minimum height 8' above finished grade

TYPE OF SIGN	NUMBER OF SIGNS	MAXIMUM AREA (SQ. FT.)	MAXIMUM HEIGHT	COMMENTS
Identification Sign (Freestanding Monument and Pole, Wall, Awning, Canopy, Projecting, Window) (cont.)	Projecting sign: 1 per individual building tenant	6	No higher than the wall on a single story building; no higher than the bottom of a second floor window on a multi-story building	Allowed in place of a wall sign Minimum height 8' above finished grade
	Window sign: 1 per window or door	25% of window or door area	N/A	May be placed on the window or door, but not both; cannot exceed 25% of the total allowable sign area for the premises  See Section VIII.I.D, Exempt Signs for temporary window signs
Temporary Signs	See Section VIII.I.D, Exempt Signs	16, unless as otherwise specified in Section VIII.I.D, Exempt Signs	6', unless as otherwise specified in Section VIII.I.D, Exempt Signs	See Section VIII.I.D, Exempt Signs

4. Downtown Zoning District Signs. Signs in the Downtown District may include and shall be limited to those on Table VIII-4.

Table VIII-4: Downtown Zoning District Signs

TYPE OF SIGN	NUMBER OF SIGNS	MAXIMUM AREA (SQ. FT.)	MAXIMUM HEIGHT	COMMENTS
Identification Sign (Freestanding Monument and Pole, Wall, Awning, Canopy, Projecting, Window)	Monument sign: 1 per entrance	64 per face	4'	



TYPE OF SIGN	NUMBER OF SIGNS	MAXIMUM AREA (SQ. FT.)	MAXIMUM HEIGHT	COMMENTS
Identification Sign (Freestanding Monument and Pole, Wall, Awning, Canopy, Projecting, Window) (cont.)	Pole sign: 1 per street frontage	64 per face	35'	Minimum separation of 100' between a monument and a pole sign on the same lot
	Wall sign: Unlimited, within allowed maximum area	1 ½ sq. ft./ linear foot of building frontage for the first 100' of frontage; 200 max.	No higher than the eave line of the principal building	The sum of all wall signs on a given wall shall not exceed 5% of the wall area
	Canopy or awning sign: 1 per individual building tenant	1 ½ sq. ft./ linear foot of building frontage for the first 100' of frontage; 200' max.	No higher than the eave line of the principal building	Allowed in place of a wall sign Minimum 8' above finished grade
	Projecting sign: 1 per individual building tenant	6	No higher than the wall on a single story building; no higher than the bottom of a second floor window on a multi-story building	Allowed in place of a wall sign Minimum height 8' above finished grade
Identification Sign (Freestanding Monument and Pole, Wall, Awning, Canopy, Projecting, Window)	Window sign: 1 per window or door	20% of window or door area	N/A	May be placed on the window or door, but not both; cannot exceed 20% of the total allowable sign area for the premises  See Section VIII.I.D, Exempt Signs for temporary window signs
Temporary Signs	See Section VIII.I.D, Exempt Signs	16, unless as otherwise specified in Section VIII.I.D, Exempt Signs	6', unless as otherwise specified in Section VIII.I.D, Exempt Signs	See Section VIII.I.D, Exempt Signs

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