



CITY OF LEBANON

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Lebanon Municipal Code Title 16: Development Code

Article Three: Community Development and Use Standards

Chapter 16.18: Signage

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Chapter 16.18: Signage

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Chapter 16.18: Signage

16.18.010 INTRODUCTION

A. Purpose

The City of Lebanon regulates the construction, installation, maintenance, electrification, illumination, type, size, number, and location of signs in order to:

1. Protect the health, safety, property, and welfare of the public.
2. Maintain and enhance the neat, clean, orderly and attractive appearance of the City.
3. Provide for the safe installation and maintenance of signs.
4. Preserve the safe flow of traffic in Lebanon.
5. Preserve and enhance the unique scenic beauty of Lebanon.

B. Definitions

The following words and phrases, where used in this Chapter shall, for the purposes of this Ordinance, have the meanings given of them in this section.

1. **“Area”** or **“area of a sign”** means the area to and within an established sign edge, frame, or perimeter which encloses the limits of any writing, representation, emblem, figure or character. The area of a sign having no such perimeter, or the area of a sign having an irregular shape, shall be computed by enclosing the surface area within a polygon. Where a sign is of a three-dimensional or round or irregular shape, the largest cross section shall be used, as though it were a flat surface, to determine sign area.
2. **“Awning or Canopy”** means either a permanent or retractable structural extension off or of a building, sometimes intended for the purpose of pedestrian cover.
3. **“Building Official”** is the officer or other designated authority charged with the administration and enforcement of this code or his/her duly authorized representative.
4. **“Building Face”** means the single wall surface of a building facing a given direction.
5. **“Clearance”** is measured from the highest point of the grade below the sign to the lowermost point of the sign.
6. **“Commercial zones”** means the Z-CCM, Z-HCM and Z-NCM zones, as defined in this Code (see LDC Chapter 16.08).
7. **“Display surface”** means the area made available by the sign structure for the purpose of displaying the message.
8. **“Flag”** means flags of nations, an organization of nations, states and cities, fraternal, religious, military, veteran and civic organizations.
9. **“Frontage”** means the length of the property line of any one premise along each public street it borders. Each portion of the premises abutting a separate street shall be considered as a separate frontage.
10. **“Height”** is measured from the highest point of the grade below the sign to the topmost point of the sign.

11. “**Historical Markers**” are signs installed or maintained by public authority or by a recognized historical society or organization identifying sites, buildings, districts, or structures of recognized historical value.
12. “**Industrial zone**” is the Z-IND zone as defined in this Code (see LDC Chapter 16.09).
13. “**Install**” means to build, construct, attach, place, suspend, or affix and shall also include the painting of wall signs.
14. “**Maintain**” means to allow a sign, sign structure, or part thereof to continue; or to repair or refurbish a sign, sign structure, or part thereof.
15. “**Marquee**” means a permanent roof-like structure attached to and supported by a building and projected there from.
16. “**Mixed Use Zone**” means the Z-MU Zone that possess potential for several types of land use or combinations of different land uses. The intent of this designation is to achieve an environment in which different land uses can co-exist. Mixed Development lands are open to all types of development including residential, commercial, and light (Class I and II Impacts) industrial land uses (see LDC Chapter 16.06).
17. “**Murals**” are coverings of the surface area of a wall with paint or other artistic medium, that creates a pictorial or abstract design and usually without advertising or commercial symbolism - such as logos or trademarks - or any representation of a product or business, except to identify the artist.
18. “**Parapet or parapet wall**” means that part of any exterior wall which extends above the eave of the roof.
19. “**Permittee**” means a person who has applied for a City of Lebanon Sign Application to allow placement or installation of a sign covered by this ordinance.
20. “**Premises**” means a tract of land occupied, by a building or unit or group of buildings and its accessory buildings. If more than one business activity is located on the tract of land, each separate business shall be considered as separate premises.
21. “**Projection**” means the distance by which a sign extends from its supporting structure.
22. “**Residential zones**” means the Z-RL, Z-RM, and Z-RH residential zones as defined in this Code (see LDC Chapter 16.05).
23. “**Roof line**” means either the eave of the roof or the top of the parapet, at the exterior wall. In the event that the structure lacks a parapet or cave, the “roof line” shall mean a profile of the roof of the structure.
24. “**Sign**” means any device or medium affixed to the property (including its structure, lighting, materials, and component parts) which by reason of its form, color, wording, logo, design, and/or illumination visually communicates, identifies, advertises, informs, announces, or attracts attention to the subject thereof (i.e., advertises or promotes any specific business, interest or cause). For the purposes of this code, street address information shall not be considered a sign.
25. “**Sign, Awning, Canopy, or Marquee sign**” means a sign which is painted onto, attached, or affixed to the surface of an awning or Marquee, or is suspended underneath an awning or Marquee. For purposes of calculating sign area, the entire exposed face of the canopy or awning or Marquee shall be designated the sign area. Canopy, awning and Marquee signs shall be considered to be wall signs for purposes of determining size allowances.

26. **“Sign, Banner”** means a sign of lightweight fabric or similar material that can be mounted both on a permanent or temporary basis. Flags as defined by this Chapter shall not be considered banners.
27. **“Sign, Changing (automatic)”** means an electronically or electrically controlled sign such as; public service, time, temperature and date sign, message center, or reader board, where different copy changes are shown on the same lamp bank.
28. **“Sign, Daily Display”** (known also as Sandwich board) means a non-permanent sign normally associated with business activity which is placed out-of-doors during business hours for display and returned indoors off-hours. Daily display signs may be constructed in a sandwich board (A-frame) style, mounted on a single pedestal or other similar construction, and are intended to be unlit and easily moved. These signs are not lighted.
29. **“Sign, Externally Illuminated”** means a sign illuminated by an exterior light source or luminous tubing which is primarily designed to illuminate only the sign.
30. **“Sign, Fence”** means a sign attached or painted to the side of a fence on a permanent basis.
31. **“Sign, Fin”** means a sign which is supported by a pole or poles and partly by a building.
32. **“Sign, Flashing”** means any sign which contains an intermittent or flashing light source, or which includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source. Automatic changing signs such as public service, time, temperature, and date signs or electronically controlled message centers are classed as “changing signs”, not “flashing signs”.
33. **“Sign, Free-standing”** means a sign wholly supported by a sign structure in the ground. Free-standing signs include pole signs and monument signs.
34. **“Sign, Internally illuminated”** means a sign which is wholly or partially illuminated by an internal light source from which source light passes through the display surface to the exterior of the sign.
35. **“Sign, Monument”** means a low profile freestanding sign which has a solid base at ground level that is equal to or greater than the width of the sign face, and which has no separation between the base and the sign.
36. **“Sign, Nonconforming”** means a sign in existence or under construction on the effective date of the Ordinance which does not conform to the provisions of the Ordinance, but which was or is being constructed, installed, or maintained in compliance with regulations in effect at the time the sign was constructed or installed.
37. **“Sign, Notice”** means a sign posted by either a public agency or private individuals intended to convey information of a legal nature pertaining to specific properties. Examples of notice signs include building permits, no trespassing notices, public hearing notices, and similar signs.
38. **“Sign, Pennant”** means a shaped, lightweight sign, made of plastic, fabric, or other material (whether or not containing a message of any kind) suspended from a rope, wire, or string, usually in a series, and designed to move in the wind.
39. **“Sign, Pole”** means a free standing sign connected to the ground by one or more supports, where any portion of the lower edge of the sign device is separated vertically from the ground by air.
40. **“Sign, Sidewalk Banner”** means a daily display sign consisting of a pole with a horizontal arm, or arms, and designed to hold one or two vertical banners.

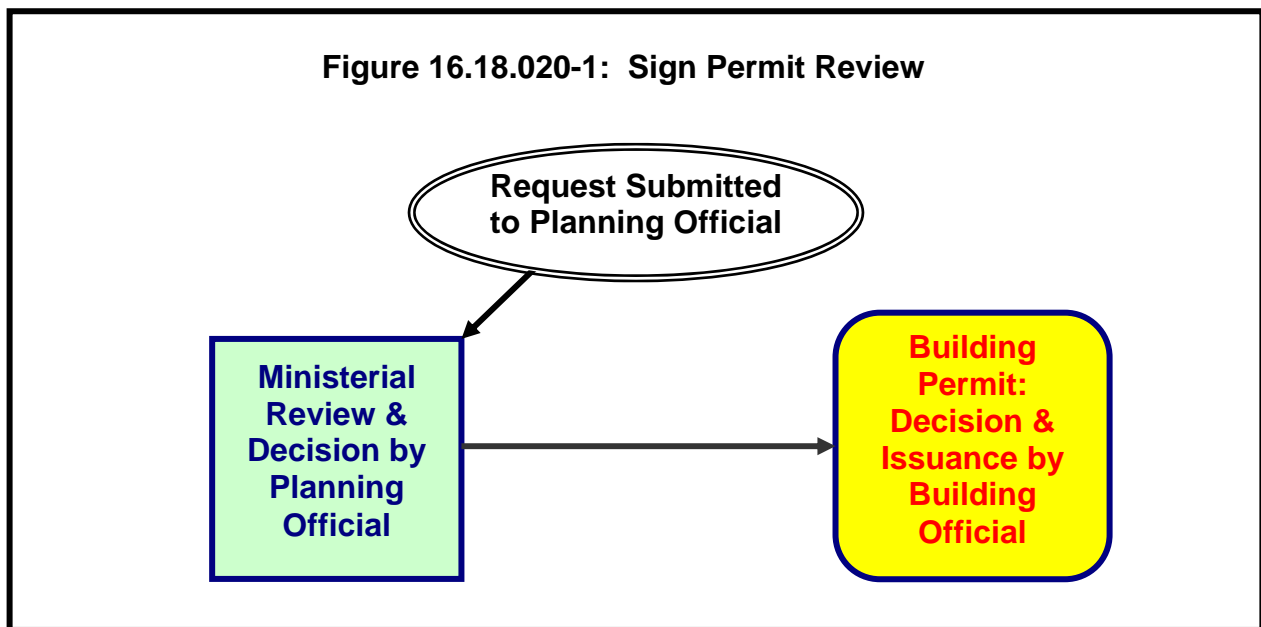
41. “**Sign, Portable**” means a sign which is not permanently attached to the ground or other permanent structure and is intended to be transported to a site for purposes of display. A portable sign may or may not be mounted on wheels and may or may not include flashing or moving lights and removable lettering or display surface. Portable signs are not daily display signs.
42. “**Sign, Projecting**” means and includes any sign which is attached to a building and extends more than 12 inches beyond the line of the building or more than 12 inches beyond the surface of that portion of the building to which it is attached.
43. “**Sign, Roof**” means a sign or any portion of which is displayed above the roof line.
44. “**Sign, Temporary**” means any sign, regardless of construction materials, which is not permanently mounted and is intended to be displayed on an irregular basis for a limited period of time and does not require a building permit to be placed or installed.
45. “**Sign, Time, Date and Temperature**” means a sign providing only time, date and/or temperature information. May be a component of a larger sign.
46. “**Sign, Under-marquee**” means a sign which is installed or maintained under, and supported or partially supported by, a marquee.
47. “**Sign, Unsafe**” means any sign determined to be a safety hazard to the public by the Building Official or duly authorized representative.
48. “**Sign, Wall-Mounted**” means any sign, attached to, or installed against the wall of a building. Wall-mounted signs may not project more than 12 inches from the wall to which they are attached.
49. “**Sign, Wall-Painted**” means a sign painted directly onto a wall of a building which is located in a commercial or industrial zone.
50. “**Sign, Window**” means a sign, pictures, symbols, neon tubing, or combination thereof, designed to communicate information that is placed on or within a window and directed towards the outside of the window.
51. “**Structural alteration**” means any change in a sign or sign structure other than advertising message or normal maintenance.
52. “**Temporary**” means for a limited duration of time usually not to exceed 90 days, unless otherwise modified by provisions of this Chapter.
53. “**Wall Sign**” means a sign attached to, erected against or painted on a wall of a building or structure, with the exposed face of the sign in a plane approximately parallel to the face of said wall and not projecting more than 12 inches. Wall signs can be a *wall-mounted sign* or a *wall-painted sign*.
54. “**Written message**” means the lettering, wording, numbers, and/or other symbols on a sign intended to convey a message. Written message does not include notation of the sign identity the sign installer or artist, provided such identification is less than one (1) square foot in area.

16.18.020 ADMINISTRATION PROCEDURE AND ENFORCEMENT

A. Permit Required

All signs installed after the effective date of this Code, other than exempt signs, shall require a sign permit. All applications for sign permits shall be submitted to, and in such form as may be required by, the Planning and/or Building Department.

1. Planning review and building permit issuance for signage are a combined procedure. A decision on the sign permit shall be issued first, followed by issuance of the building permit.
2. A sign permit application shall be made available by the Planning Official. Sign permit applications that are incomplete or do not provide the required information may be deemed incomplete by the Planning Official and returned to the applicant for the addition of the missing required information.
3. An application fee as established by resolution of the City Council shall be paid to the City of Lebanon upon filing of an application. The application fee is not refundable.
4. The sign permit shall be approved, approved with conditions, or denied by the Planning Official.



B. Interpretation

The provisions of this Chapter supersede any provision dealing with signs in any previously adopted ordinance, resolution, or regulation, except any regulations required under the City adopted Building Code and the Oregon Fire Code.

C. Authority

The Planning Official shall have the power and duty to interpret and enforce the provisions of this Chapter. The Building Official shall have the power and duty to enforce the Building Code provisions of this Ordinance.

D. Permit Expiration

Every sign permit issued under the provisions of this Ordinance shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced with one (1) year from the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days. Before such work can be recommenced, a new permit shall be first obtained, and the fee shall be one-half of the amount required for a new permit for such work, provided no changes have been made or will be made in the original plans specifications for such work and, further, that such suspension or abandonment has not exceeded one (1) year.

E. Permit Suspension or Revocation

The Planning Official and/or Building Official may, in writing, suspend or revoke a permit issued under provisions of this Chapter whenever the permit is issued on the basis of incorrect information supplied, or is in violation of any applicable ordinance or regulation or any of the provisions of this Chapter.

F. Pre-Existing Signs

Signs legally constructed or placed prior to the adoption of these Chapter provisions and do not conform to these provisions shall be considered non-conforming. If the sign is to be relocated or replaced, the replacement or relocated sign shall comply with the provisions of this Chapter.

16.18.030 SIGNS EXEMPTED OR PROHIBITED, AND NONCONFORMING SIGNS

A. Exempted Signs

The following signs do not require a sign permit but shall conform to all other applicable provisions of this Code and shall be permitted in all zones, except as otherwise noted.

1. Signs not exceeding a total of three (3) square feet in area, non-illuminated, and not exceeding three (3) feet in height if ground-mounted (or 30 inches in required front and street side yards).
2. Temporary signs which are non-illuminated, have an overall face area not exceeding 32 square feet in a residential , commercial, or industrial zone, are not permanently installed, and are intended to be located on property for short durations of time (generally not to exceed 180 days). Such signs typically include, but are not limited to, real estate lease and sales, political signs, construction signs, and garage sale, open house, special event, and similar signs. Such signs shall only be posted for the duration of the activity. No sign shall be extended into or extend over a street right-of-way.
3. Temporary display of lights or other decorations associated with holidays.
4. Banners, lights, and pennants not exceeding a total display area of 40 square feet per face used on premises in conjunction with temporary events and not in place longer than a period of 30 days.

5. Signs placed for purposes of public direction and safety. Such signs typically include, but are not limited to, traffic and municipal signs, directional signs for emergency services (such as hospitals, police stations and fire stations), legal notices, railroad crossing signs, danger signals, and similar signs. Such signs may be placed within the public right-of-way subject to right-of way permit requirements.
6. Flags as defined in this Chapter are permitted outright in all zones.
7. Signs carved into a building or which are a part of materials which are an integral part of the building such as cornerstones, building names, and similar signs.
8. Signs of public or legal notice.
9. Window signs in commercial and industrial zones, provided materials subject to Subsection 16.18.040.B.1 below are not used.
10. Promotional displays and temporary signage for special commercial and other events, provided such displays shall be in place for a period not to exceed 30 days. This includes limited temporary event signage (e.g., Strawberry Festival, Music in the Park, National Holidays).
11. Fence signs which are located on the inside of a fence and are used in conjunction with athletic events.
12. Historical site plaques or markers.
13. Signs with display surfaces that are not visible from the public right-of-way (e.g., are located in an interior court yard).
14. Murals for commercial and industrial uses. Murals shall be allowed provided that the entire mural regardless of content shall be included in the sign area calculation for a wall sign. The calculation shall be in accordance with provisions in the “sign area” definition.
15. One banner, mounted on a pole attached to the wall of a building and not more than 15-square feet in area, may be displayed during business hours. If the banner is located above a sidewalk, public or private, there shall be a minimum 9-foot separation between the lowest part of the banner and the sidewalk.

B. Prohibited Signs

It is unlawful for any person to install, display or maintain, and a permit shall not be issued for the installation, display, or maintenance of, any sign or advertising structure falling within any of the following descriptions.

1. Moving signs or flashing signs, or any sign or sign structure that has any visible moving part or visible mechanical movement of any description or other apparent visible movement achieved by any means; including intermittent (or sequential) electrical pulsations, illuminated signs using stroboscopic or comparable means for animation, and action by means of normal wind currents.
2. Signs installed within the right-of-way of any street, along any driveway, or in any other location which do not meet the requirements of Section or by reason of the location, shape, color, animation, or message are likely to be confused with any traffic control device; or create a distracting or hazardous condition for motorists.
3. Fin signs.

4. Roof signs. A sign, or any portion thereof, may not be placed so that it obstructs any fire escape, stairway, or standpipe; interferes with human exit through any window or any room located above the first floor of the building; obstructs any door or required exit from any building; or obstructs any required light or ventilation.
5. Portable signs, except as defined in 16.18.030.A.2.
6. Fence signs, except internal fence signs as described in Section 16.18.030.A.11.
7. Signs affixed to power, utility, or traffic control poles other than City-approved traffic control signs and pole identification placards.
8. Signs affixed to or painted on natural features, such as rocks or trees.

C. Nonconforming Signs

Notwithstanding provisions found elsewhere in this Code, pre-existing, nonconforming uses may replace existing signs with signs that conform to the requirements of the applicable zone. For example, a commercial building in a residential zone may install signs that comply with provisions in Section 16.18.050.B.

D. Placement of Signs and Public Fire Hydrants

Free Standing Monument Signs, and Free Standing Pole Signs may not be placed within ten (10') feet of an existing public fire hydrant.

16.18.040 SIGN DISTRICTS

A. Signage in Residential Zones and Residential Development in the Mixed Use Zone

No sign shall be installed or maintained in an Z-RL, Z-RM, and Z-RH or Z-MU zone, except as allowed under this section, or as otherwise noted in this section.

Table 16.18.040-1: Permitted Uses that may have Signage under the Standards of this Code in Residential Zones and Residential Development in the Mixed Use Zone

Zones: Residential Low Density (Z-RL); Residential Mixed Density (Z-RM); Residential High Density (Z-RH); Mixed Use (Z-MU)

Types of Permitted Uses

- 1. Residential Uses** (See Table 16.05-2 in Chapter 16.05, and Table 16.06-1 in Chapter 16.06):
 - a. With Class I Impacts such as, Bed & Breakfasts, Home Occupations, Hospice Facilities
 - b. With Class II Impacts such as Multi-Family Housing, Nursing and Convalescent Homes, Retirement Center Apartments
 - c. With Class III Impacts such as State Regulated Special Residential Units, Manufactured Home Parks
- 2. Commercial Uses** (See Table 16.05-3 in Chapter 16.05):
 - a. Offices with Class I Impacts and a floor area less than 1,000 sqft
 - b. Commercial Uses with Class I Impacts such as Stores (15,000 square feet or less) Selling Groceries, Pharmaceuticals, Printed Material, Stationery, & Videos, Hair, Tanning, and Personal Care Services, and Laundromats
 - c. Other Commercial Uses with Class I Impacts and a floor area less than 2,000 sqft, such as Parcel Service Stores, Photocopy and Blueprint Services, Photographic Studios, Restaurants, Cafes, Delicatessens, Tailors and Seamstresses
 - d. Commercial Uses with Class II Impacts and a floor area less than 2,000 sqft per use such as Educational, Arts and Training Facilities
 - e. Other Commercial Uses with Class II Impacts such as, Entertainment, Indoor Continuous Activities like Theaters, Health Clubs, Gyms, Membership Clubs, Bowling Alleys, and so on
- 3. Public Uses / Civic or Institutional**(See Table 16.05-5 in Chapter 16.05):
 - a. With Class I Impacts: City offices and Facilities; Community Development Center; and Utility Offices.
 - b. With Class II Impacts such as Community Centers, Colleges, Universities, Community Colleges, and Adult Education Facilities Municipal Courts; Museums, Nursery Schools, Preschools Public Safety Facilities, Including Fire/Emergency Medical Services and Police Stations, and Emergency Communication Broadcast Facilities; Public Squares, Plazas, Senior Centers, Social Service Facilities, Soup Kitchens, Vocational Training for the Physically or Mentally Challenged, Utility Substations, Youth Club facilities, Boat Launching Areas, City Maintenance Shops; Hospitals and Large Medical Complexes Publicly Owned Swimming Pools, Recreational Trails,; Transit Centers, and so on
 - c. Other Public Uses with Class II Impacts such as Schools, Religious Meeting Facilities or Related Facilities, Daycare, adult or child day care (12 or fewer children), and so on
 - d. With Class III Impacts such as Shelters for Short Term or Emergency Housing (e.g., Homeless Shelters) when operated by a Public or Non-profit Agency, Cemeteries, Parks, Open Space, and so on
- 4. Individual Single Family Homes** (including duplexes) in any zone may have personalized signs that do not exceed a total of three (3) square feet in area, are not illuminated, and do not exceed three (3) feet in height if ground-mounted. Such signs may include names of occupants or premises, and similar messages. Such signs are not regulated by any of the other signage standards in this Code.

Table 16.18.040-2: Signage Standards for Residential Zones and Residential Uses in the Mixed Use Zone (Z-RL, Z-RM, and Z-RH or Z-MU zones)

Types of Signage	Standards (Permitted as follows)
1. Free Standing Monument Sign	<p>a. Number: A maximum of one (1) per parcel is allowed.</p> <p>b. Location: Where a building fronts on two or more streets, such sign shall be located on or in front of the principal side of the building.</p> <p>c. Size: Shall not be higher than 8 feet and not exceed 48 square feet in total sign area. No more than two sides.</p>
2. Wall Mounted & Wall Painted Sign	<p>a. Number: In addition to the monument sign permitted above in this Table, each building on the site is permitted one wall sign, provided that the building has no less than 2000 square feet of gross floor area. This limit shall not apply to Free Standing Monument Signs.</p> <p>b. Location/Size: One wall sign on the main building shall be no more than 16 square feet. Wall signs on all other buildings shall be no more than eight (8) square feet.</p> <p>c. Public Schools and Hospitals: Wall signs are permitted on each building, and shall be no more than 75 square feet, except one wall sign on the principal face of the main building that shall not exceed 300 square feet.</p>
3. Free Standing Pole Sign	<p>a. Number: One pole sign in lieu of the monument sign.</p> <p>b. Location: No free-standing sign, or any portion thereof, shall be located on or be projected over the property line or within 25 feet of any property line within a residential zone.</p> <p>c. Size (Height & Area): Sign shall not be higher than 8 feet and not exceed more than 32 square feet in total sign area.</p>
4. Projecting Sign	No sign shall project into the street right-of-way or into a vision clearance area.
5. Awning, Canopy or Marquee Sign	Not Permitted in a residential zone or for a residential use in the MU Zone
6. Under Awning, Canopy or Marquee Sign	Not Permitted in a residential zone or for a residential use in the MU Zone
7. Daily Display Sign	Not Permitted in a residential zone or for a residential use in the MU Zone
8. Illuminated Sign	<p>a. Signs in residential zones may have external or internal illumination.</p> <p>b. Par spot or reflective type bulbs may be used for indirect illumination of the display surface if properly shielded from direct glare onto streets.</p> <p>c. Sign illumination shall be directed away from, and not be reflected upon, adjacent premises.</p>
9. Home Occupation Sign	<p>a. Number: One single name plate.</p> <p>b. Location: Sign shall be inside the dwelling or located flat against the dwelling.</p> <p>c. Size: Not to exceed 6 square feet in area.</p>

Table 16.18.040-2, Continued

10. Notes and Exceptions

- a.** Proposed signage in Residential Zones and for Residential Uses in the Mixed Use Zone adjacent to and facing non-residential uses may request to use the sign standards applicable to such signage in other land use zones (see Table 16.18.040-3), and would be subject to the Administrative Review process.
- b.** Proposed signage in Residential Zones and for Residential Uses in the Mixed Use Zone adjacent to and facing an arterial street or designated highway may request to use the sign standards applicable to such signage in other land use zones (see Table 16.18.040-3), and would be subject to the Administrative Review process.
- c.** Proposed signage in Residential Zones and for Residential Uses in the Mixed Use Zone adjacent to and facing mixed uses (residential and non-residential), if at least 50% of the mixed uses are non-residential, may request to use the sign standards applicable to such signage in other land use zones (see Table 16.18.040-3), and would be subject to the Administrative Review process.

B. Signage in Commercial, Mixed Use, Industrial, and Public Use Zones

No sign shall be installed or maintained in the Z-CCM, Z-HCM, Z-NCM, Z-MU, Z-IND, Z-PU zones, except as allowed under Subsection 16.18.030.A., Chapter 16.24 (Planned Development), or as otherwise noted in this section. See Chapters 16.06 – 16.10 in this Code for the permitted uses in these zones.

Table 16.18.040-3: Signage Standards for Commercial, Mixed Use, Industrial, and Public Uses in the Z-CCM, Z-HCM, Z-NCM, Z-MU, Z-IND and Z-PU Zones	
Types of Signage	Standards (Permitted as follows)
1. Free Standing Monument Sign	<p>a. Number: A maximum of one (1) per parcel is allowed.</p> <p>b. Area: Except as may be approved by a Planned Development, the maximum sign area shall not exceed 150 square feet per side, two sides maximum.</p> <p>c. Height: Except as may be allowed by a Planned Development hearing and approval, the maximum sign height shall not be higher than 10 feet.</p> <p>d. Location: Signs shall not be placed in clear vision areas, or within 25 feet of a residentially zoned property.</p>
2. Wall Mounted & Wall Painted Sign	<p>a. Area: Wall-mounted or wall painted signs shall not exceed in gross area 40 percent of the face of the building or storefront to which the sign is attached or 100 square feet, whichever is greater.</p> <p>b. Height: No wall-mounted sign shall extend above the roof line at the wall or the top of the parapet wall, whichever is higher.</p>
3. Free Standing Pole Sign	<p>a. Number: A maximum of one (1) sign per parcel is allowed in lieu of the monument sign.</p> <p>b. Area: Except as may be approved by a Planned Development, the maximum sign area shall be 100 square feet per side, two sides maximum.</p> <p>c. Height and Clearance: Shall not exceed a total height of 20 feet measured from the grade of the property where the sign is to be located or grade of the street immediately in front of the subject property (whichever is higher).</p> <p style="padding-left: 20px;">(1) The minimum clearance below the lowest portion of a free-standing sign and the ground below shall be 9 feet in a required street or side yard.</p> <p style="padding-left: 20px;">(2) In any driveway or parking area, the minimum clearance below the lowest portion of a free-standing sign and the ground below shall be 14 feet.</p> <p>d. Location: Signs shall not be placed in clear vision areas, or within 25 feet of a residentially zoned property, and shall not project over a property line.</p>
4. Projecting Sign	<p>a. Number: A maximum of one (1) projecting sign per parcel is allowed.</p> <p>b. Area: Projecting signs shall not exceed in gross area 20 percent of the face of the building to which the sign is attached or on which the sign is maintained.</p> <p>c. Height: No projecting sign shall extend above the roof line at the wall or top of a parapet wall, whichever is higher.</p> <p>d. Clearance: There shall be at least nine (9) feet of clearance between the bottom of the sign and the grade. Signs shall not project within two (2) feet of the curb.</p>

Table 16.18.040-3, Continued

<p>5. Awning, Canopy or Marquee Sign</p>	<p>a. Number: A maximum of one (1) awning, canopy, or marquee sign per parcel is allowed. b. Area: The maximum permitted display surface of an awning or canopy sign which is painted onto, attached to, or affixed to, the surface of an awning or canopy, is 50 per cent of the face of the building to which the awning or canopy is attached. c. Height: An awning or canopy sign may not extend higher than the roof line.</p>
<p>6. Under Awning, Canopy or Marquee Sign</p>	<p>a. Number: One (1) sign per premise is permitted. b. Area: These signs shall not exceed four (4) square feet per sign. c. Clearance: These signs must have a minimum of seven (7) feet of clearance below the lowest portion of the sign and the ground below. If sign has less than eight (8) feet of clearance, it must be free-swinging. d. Location: Signs shall not project within two (2) feet of the curb.</p>
<p>7. Daily Display Sign</p>	<p>a. Number: One (1) daily display sign per business is permitted. b. Area: The maximum permitted area of a daily display sign shall be 12 square feet per display surface, with a maximum height limit of four (4) feet above ground level. c. Display Time: Such signs may only be displayed during business hours. d. Location: A daily display sign must be located on the private property with which it is associated and must meet clear vision requirements as required by this Code, or, if located on public property, must be done so in accordance with the City permit requirements and not interfere with the full and appropriate public use of the public property on which the daily display sign is placed.</p>
<p>8. Illuminated Sign</p>	<p>a. Signs in these zones may be illuminated internally. b. Lights used to indirectly illuminate signs shall be placed, shielded, and deflected so as not to shine directly into any adjacent residential dwelling unit or to impair the vision of the driver of any vehicle.</p>
<p>9. Temporary Sign</p>	<p>a. Number: Two (2) Temporary Signs per business are permitted. b. Area: The maximum permitted area of a Temporary Sign shall be 32 square feet per display surface, with a maximum height limit of four (4) feet. c. Location: (1) A Temporary Sign must be located on the private property with which it is associated and must meet clear vision requirements as required by this Code, and must otherwise not conflict with the public health, welfare, and safety, and (2) Shall not be attached to any other sign or appurtenance thereof. d. Planning Approval: Requires Planning approval prior to installation. e. Time Limits: Must be placed for a minimum period of 30 days, and are restricted to a maximum of a 90-day use period.</p>

16.18.050 SIGNS IN PUBLIC RIGHTS-OF-WAY

A. Signs Prohibited

Signs are prohibited within public rights-of-way, except as allowed below.

- 1. Directional Signs.** Signs for purposes of public direction and safety may be allowed within the public right-of-way, subject to right-of-way permit requirements and the following standards. Requests for placement of directional signs within the public right-of-way shall apply to the Director of Public Works.
- 2. Daily Display Signs.** In sign districts that permit display signs, a daily display sign may be allowed within the public right-of-way only adjacent to and in front of the premises with which it is associated, provided all of the following conditions are met:
 - a.** A City right-of-way permit is required. The applicant shall identify the specific location, size and construction materials of the sign. A daily display sign must conform to the conditions of the permit.
 - b.** The sign is to be set back behind the curb so as not to interfere with on-street parking, or a minimum of ten (10) feet from the edge of the nearest Street travel lane where curbs are not in place.
 - c.** The sign is to be placed so as to allow at least five (5) feet of unimpeded pedestrian sidewalk maneuvering space.
 - d.** The sign is to meet the clear vision requirements of Subsection 16.12.030.H of this Code.
 - e.** The sign is properly maintained as per requirements of Section 16.18.060.
 - f.** The applicant shall be responsible for any physical or property damage injury caused by the sign located upon the right-of-way adjacent to the applicant's property.
 - g.** Sign dimension shall comply with one of the following:
 - (i)** "A" Frame Signs – The sign shall not exceed 30-inches in width four (4) feet in height, with a maximum sign area (one-side) of 10-square feet.
 - (ii)** Pole Banner Signs – The sign structure shall not exceed 36-inches in width, 80-inches in height as measured to the top of the banner and shall not contain a base greater than 30-inches in width. The structure may contain one or two banners, provided the total sign area shall not exceed 8-square feet (one-side).
 - h.** No more than one (1) sign per business is allowed.
 - i.** A daily display sign may be displayed on the public right-of-way as described above only during business hours.
 - j.** Failure to comply with these standards may result in the removal of the sign by the City and revocation of the sign permit. If the removed sign is not claimed by its owner within ten (10) business days, it shall be deemed abandoned property and thereafter disposed of consistent with state law.

B. Gateway or City Entrance Signs

- 1.** City Entrance Signs in public ROWs may be permitted by the City Manager, Planning Official, and/or Public Works Director, provided the signs do not cause a visual impairment or otherwise conflict with the public health, safety, and welfare. Otherwise there are no restrictions to height, sign area, and location.
- 2.** The placement of such signage along state highways must also comply with the

regulations and requirements of ODOT, Highway Division.

16.18.060 SIGN CONSTRUCTION AND MAINTENANCE

A. Construction Requirements

Except as otherwise provided in the Sign Code, the construction of all signs or sign structures shall conform to applicable provisions of the Uniform Sign Code, State of Oregon Building Code, Fire Code, Electrical Code, and all other applicable City codes.

B. Maintenance Requirements

All signs, conforming and nonconforming, together with their supports, braces, guys, and anchors, shall be constructed of materials that are durable and weather resistant.

1. The sign owner shall be responsible for regularly maintaining all signs so that they exist at all times in a state of good repair as determined by the building official.
2. All primary residential and commercial structures and business locations shall display, to be easily legible from the street, the correct and current address (as issued by the City).

C. Replacement or Repair of Nonconforming Signs

Upon obtaining a building permit, a nonconforming sign may be removed, repaired, upgraded or replaced with different materials, provided that the repaired or replaced sign is not any more nonconforming than the original sign and the sign is replaced within 60 days from the date of the issuance of the permit.

16.18.070 REMOVAL OF SIGNS IN VIOLATION

A. Unsafe Sign

1. **Time Limit:** The Building Official may cause any sign and/or sign support structure which is determined to be a hazard to persons or property - by reason of it or its support structure being or becoming of unsound and unsafe; i.e. weakened or broken support, broken parts, including tubing, wiring, plastic, etc. - to be evaluated by an Oregon licensed structural engineer for repair, replacement or removal. The cost of the evaluation shall be the responsibility of the sign owner.
2. **Notice Given:** Notice shall be given to the sign owner or owner of the property on which the sign is located, at the discretion of the Building Official, except notice is not required if a determination is made that the sign and/or sign support structure poses an immediate health, safety, or welfare risk to persons or property. If the sign or property owner fails to respond to a notice of an unsafe sign within any time limit specified in the notice, the City may remove the sign at the property owner's expense.

B. Removal and Remediation

1. **Removal:** Unless otherwise specified, signs found to be in violation of this code will be given a 30-day removal notice. The violating sign may be removed by the City at cost to the property owner after time limit of notice to remove sign has expired.
2. **Remediation:** In the case of removal by the City, no occupancy or building permit will be issued for the property involved until all fines and fees due the City are paid in full.

16.18.080 SIGN VARIANCES

Signs may exceed the limits imposed by this Chapter through application for and approval of a variance as per the provisions of Chapter 16.29 (Variances). The Sign Variance process shall conform to provisions in Chapter 16.29, except that the decision shall be subject to the following criteria:

- A.** There are unique circumstances of conditions of the lot, building or traffic pattern such that the existing sign regulations create an undue hardship.
- B.** The requested variance is consistent with the purpose of this Chapter as stated in Section 16.18.
- C.** The granting of the variance compensates for those circumstances in a manner equitable with other property owners and is thus not a special privilege to any particular business. The variance requested shall be the minimum necessary to compensate for those conditions and achieve the purpose of this Chapter.
- D.** The granting of the variance shall not decrease traffic safety nor detrimentally affect any other identified items of public welfare.
- E.** The desire to match standard sign sizes (for example, chain store signs) is not considered a valid reason for a variance.
- F.** The variance request shall not be the result of a self-imposed condition or hardship.

16.18.090 APPEALS

Appeals from a ruling of the Planning Official or from the Planning Commission shall be taken and administered pursuant to the provisions of Chapter 16.20 of this Code.