

## Chapter 4: Signs

### SECTION 7.4.1 • PURPOSE AND INTENT

It is hereby determined that regulation of signs is necessary to enable the public to locate goods, services and facilities without difficulty and confusion, to promote traffic safety, to safeguard public health and welfare, and to facilitate police and fire protection.

These regulations are designed to permit maximum legibility and effectiveness of signs and to prevent their over-concentration, improper placement, and excessive height, bulk, and area.

In addition, it is the intent of this Ordinance to assure the attractiveness of the scenic, historical, aesthetic, and economic values of the Village, as well as preserve the first amendment right to Freedom of Speech, through the adoption of zoning regulations.

### SECTION 7.4.2 • DEFINITIONS

The following words and phrases shall have the meanings set forth in this section when they are used in this Article:

**Accessory Sign:** A sign which is incidental to the use of a lot.

**Awning:** A roof-like cover intended to shade a window or door opening or provide protection from the weather and which is constructed of canvas or other opaque material stretched over a supporting frame attached directly to a building and which may or may not be constructed so as to be raised or retracted to a position against the building when not in use. For purposes of this Ordinance, “canopies” shall be defined in the same way as “awnings.”

**Balloon:** A bag made of thin rubber or other light material inflated with air or with a lighter-than air gas.

**Banner Sign:** A sign made of flexible materials temporarily attached to a structure or sign.

**Billboard:** See Article II.

**Building Frontage:** The length of the portion of a building facing a street abutting to the lot on which a business is located or, if the building does not abut a street, the side facing the street from which the building gets its address.

**Commercial Sign:** A sign whose message advertises a business, product, or commercial transaction of any type.

**Construction Sign:** A sign located on a construction site.

**Electronic Display Sign:** A sign that uses changing lights or video screen(s) to form a sign message or messages in text or graphic or video display form wherein the sequence of messages and the rate of change can be modified by electronic process.

**Flag:** A piece of non-rigid cloth.

**Freestanding Sign:** A sign supported by a base placed in or upon the ground and not attached to any building or other structure.

**Illuminated Sign:** A sign which has characters, letters, figures, or designs which are lit up either internally or with external shielded

lights. LED and neon signs shall be considered internally illuminated for purposes of this ordinance.

**Interior Sign:** See “window sign.”

**Marquee:** A tall projection on the front of a building.

**Marquee Sign:** A sign attached to or hung from a marquee, canopy or other covered structure projecting from and supported by the building.



Marquee Sign

**Message Board:** A portable sign mounted on wheels or other conveyance mechanism. The advertising message is temporary with movable, replaceable letters or characters.

**Moving Sign:** A sign that has motion either constantly or at intervals or that gives the impression of movement through intermittent, flashing, twinkling, or varying intensities of illumination.

**Mural:** A picture or photograph painted on or directly attached to a wall, intended to serve as a cosmetic adornment for the building, rather than to convey a message.

**Non-Commercial Sign:** A sign whose message does not advertise a business, product, or commercial transaction of any type.

**Pennant:** A long, tapering piece of non-rigid cloth.

**Permanent Sign:** Any sign constructed and intended to be displayed for an indefinite, long-term period of time. Any sign, regardless of construction and intention, that is in place for more than one year shall be considered a permanent sign.

**Portable Sidewalk Sign:** A temporary sign which may include “A” Frame, “T” Frame or other temporary styles, which are not permanently affixed to the ground.

**Projecting Sign:** A sign constructed as to be attached, at one end, to a building, and extending therefrom.

**Roof Sign:** A sign which is constructed and maintained on or above the roof of a building or any portion thereof.

**Sign:** See Article II.

**Sign Height:** The distance from grade or sidewalk to the highest edge of the sign surface or its projecting structure.

**Temporary Sign:** A sign constructed and intended to be displayed for

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## ARTICLE 7: GENERAL PROVISIONS

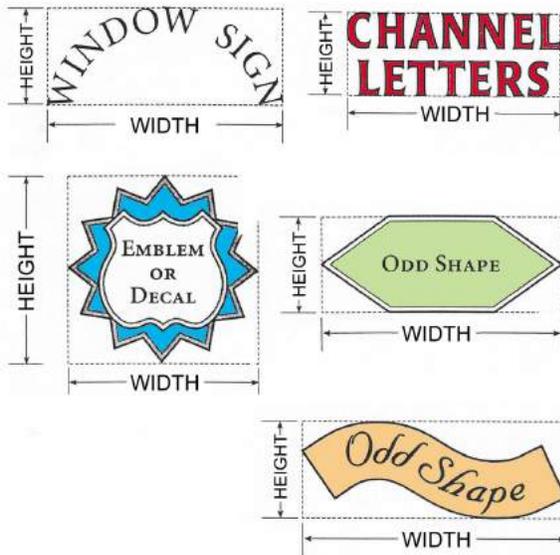
a limited time. Any sign, regardless of construction and intention, that is in place for more than one year shall be considered a permanent sign.

**Wall Sign:** A sign attached to, painted on, inscribed, or otherwise set upon the exterior wall or surface of any building.

**Window Sign:** A sign, located within a building or affixed upon a window, which is intended to be visible from any public street, sidewalk, alley, park or public property.

### SECTION 7.4.3 • GENERAL STANDARDS

**A. Sign Area.** The entire area within a rectangle or square enclosing the extreme limits of the sign structure, regardless of the shape of the structure; excluding the necessary supports or uprights on which such sign is placed.



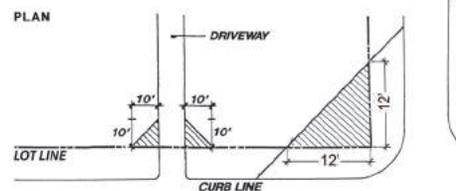
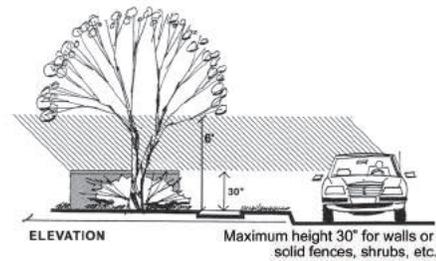
Computation of Sign Area

1. Where a sign has two or more faces, the area of all faces shall be included in determining the sign area, except that where two such faces are placed back to back and are at no point more than two feet from one another, the area of the sign shall be taken as either:
  - a.) the area of one face, if the two faces are of equal area, or
  - b.) the area of the larger face, if the two faces are of unequal area.
2. For ground signs, the area shall include the entire area of the sign upon which copy, lettering, drawings or photographs could be placed, excluding necessary uprights or supports.

**B.**

**C. Traffic Interference.** Traffic Interference. No advertising device shall be erected or maintained which simulates or imitates in size, color, lettering, or design any traffic sign or signal or other word, phrase, symbol, or character in such manner as to interfere with, mislead, confuse or create a visual impediment or safety hazard to pedestrian or vehicular traffic.

**D. Clear Corner Vision.** No sign at an intersection above a height of thirty (30) inches shall block the view through a triangle formed by tow points, one on each cross street, each 25 feet from the intersection, and the straight line connecting them, unless visual under-clearance can be assured on the plans.



Clear Vision Area

- E. Fire Escapes.** No signs of any kind shall be attached to or placed upon a building in such a manner as to obstruct any fire escape or escape routes.
- F. Wall Sign Location.** No wall sign extend outside the limits of the wall it is attached to and shall not project above or beyond the highest point of the roof or parapet. Wall signs shall not cover or otherwise obscure windowsills, lintels, or other projecting architectural details.



Wall Sign Location

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- G. Liability Insurance. If the vertical distance of a sign above the street is greater than the horizontal distance from the sign to the street right-of-way line and is so located as to be able to fall or be pushed onto or impacts public property in any manner, then the owner of such sign shall keep in force a public liability insurance policy in the amount of one hundred thousand (\$100,000.00) dollars for injury to one (1) person and three hundred thousand (\$300,000.00) dollars for injury to more than one (1) person and property damage insurance in the amount of twenty five thousand (\$25,000.00) dollars for damage to property. In lieu of an insurance policy as required herein, an owner may present satisfactory proof to the Village Attorney that said owner is financially capable of self-insurance in the above amounts.
H. LED Tubes. LED tubes may be permitted along the roof line of a building, provided that the color of the tubes does not change and that there is no motion or flashing of the light.

SECTION 7.4.4 • PERMIT REQUIRED FOR SIGNS

- A. Sign Erection Permit. It shall be unlawful for any person to construct, erect, re-erect, move, alter, enlarge, or illuminate, any sign unless a permit shall have been first obtained from the Building Official, except as provided in Section 7.4.7 (Signs Exempt from Permit Requirements). Any sign that makes use of electricity shall, in addition to a sign permit, require an electrical permit, regardless of size. Signs erected without a permit will be removed by the Code Enforcement Officer.
B. Sign Erector Requirements. Permits for the erection of signs shall only be issued to persons qualified to carry on such work under the provisions of Section 7.4.5, Sign Erector Requirements.
C. Permit Applications. Applications for non-temporary sign permits shall be made upon forms provided by the Building Official for this purpose and shall contain the following information:
1. Name, address and phone number of applicant.
2. Location of the building, structure, or lot on which the sign is to be attached or erected.
3. Calculation of total allowable sign area and description of the allocation of signage among tenants.
4. Evidence of permission from the property owner to erect the sign.
5. Location of the sign on the building, structure or lot on which the sign is to be attached or erected.
6. Location of the sign in relation to nearby buildings, structures, signs, property lines, and rights of way, existing or proposed.
7. Zoning district in which the sign is to be located.
8. Specifications for method of construction and attachment to the building or in the ground. All pertinent data must

be included, including highest point, low point clearance, face outline and total face area with method of calculation. When public safety so requires the specifications shall include the certificate or seal of a registered structural or civil engineer as a condition to the issuance of a permit.

- 9. Name and address of the sign erector.
10. Insurance policy and/or performance bond as required in this ordinance.
11. Such other information as the Building Official may require to show full compliance with this and all other applicable laws of the Village and the State of Michigan.
D. Sign Erection Permit Expiration. A sign permit shall become null and void if the work for which the permit was issued is not completed within 90 days of the date of issue.
E. Temporary Sign Permits. Applications for temporary signs, as permitted in Section 7.4.8.B, shall submit the information listed in numbers 1,4,5,6, and 11 above.

SECTION 7.4.5 • DETERMINATION OF COMPLIANCE

- A. Administrative Approval. All signs shall be inspected at original installation and if found to be in full compliance with the provisions of this Article, shall be approved by the Building Official. The Building Official shall cause existing signs to be inspected if deemed necessary to determine continuation of compliance with the provisions of this ordinance.
B. Responsibility of Compliance. The owner of any property on which a sign is placed and the person maintaining said sign are declared to be equally responsible for the erection, safety and condition of the sign and the area in the vicinity thereof subject to provisions of Section 7.4.10 (Construction and Maintenance Requirements).

SECTION 7.4.6 • SIGNS EXEMPT FROM PERMIT REQUIREMENTS

No sign permit is required for signs listed below. Such exemptions, however, shall not be construed to relieve the owner for proper location, erection, and maintenance of the sign. The signs in this section shall not count against the total permitted signage on a lot. All signs not listed in this section shall require a permit.

- A. Government Signs. Signs erected by or on behalf of or pursuant to the authorization of a government body.
B. Flags. Up to three flags per lot. Additional flags shall be considered temporary commercial signage and shall be subject to the relevant provisions of this Ordinance.
C. All signs under three square feet in area, unless they are illuminated. Illuminated signs under three square feet shall require a permit and shall be subject to all relevant standards of this Ordinance.
D. All signs required to be erected by law.
E. Architectural Features/Artwork. Integral decorative or

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architectural features of buildings or works of art, including murals, so long as such features or works do not contain an explicit message, moving parts, or illumination. Murals must be painted with the permission of the property owner.

**F. Temporary Non-Commercial Signs.** Temporary non-commercial signs shall not require a permit in any zoning district provided that the following standards are met:

1. All signs must be freestanding signs or window signs. Window signs are only permitted in zoning districts where permanent window signs are permitted.
2. Illumination is prohibited.
3. The total area of temporary non-commercial signs on a single lot shall not exceed thirty-six (6) square feet.
4. The maximum sign height of each freestanding temporary non-commercial sign shall be four (4) feet.
5. Temporary non-commercial signs shall be located solely on private property outside of any street right-of-way or corner clearance area.
6. Any temporary non-commercial sign in place for more than a year shall be considered a permanent sign and shall be subject to all relevant provisions of this Ordinance.

**G. Temporary Commercial Signs in Residential Districts.**

Temporary commercial signs shall not require a permit in the R-1 and RM districts provided that the following standards are met:

1. Illumination is prohibited.
2. In the R-1 district, one (1) freestanding temporary commercial sign is permitted up to a maximum of six (6) square feet per sign and a maximum height of four (4) feet.
3. In the RM district, one (1) temporary commercial sign is permitted per street frontage of the lot up to a maximum of six (6) feet per sign and a maximum height of four (4) feet. The sign may be a wall sign or freestanding sign.
4. Any temporary commercial sign in place for more than a year shall be considered a permanent sign and shall be subject to all relevant provisions of this Ordinance.

**H. Temporary Commercial Signs on Non-Residential Property for Sale or Lease.** In the C-1 Core, C-1 Transition, C-O, and C-2 zoning districts, a sign may be erected on a lot that contains land or space for sale lease. The sign shall not count against the total permitted signage on the lot, and shall not require a permit, provided that the following standards are met,

1. Only one sign is permitted per lot, except for buildings with storefronts, which may have one sign per vacant storefront.
2. The sign shall not exceed sixteen (16) square feet in area and a maximum height of four (4) feet.
3. The sign may be a wall sign on any lot.

4. The sign may be a window sign in zoning districts where window signs are permitted.
  5. The sign may be a freestanding sign only if the lot in question is permitted to have a freestanding sign but does not currently have a freestanding sign. Only one freestanding temporary commercial sign is permitted on any lot, regardless of the number of vacant storefronts on the lot.
  6. Any temporary commercial sign in place for more than a year shall be considered a permanent sign and shall be subject to all relevant provisions of this Ordinance.
- I. Sign Maintenance or Change of Message.** No permit shall be required for ordinary servicing, repainting of existing sign message, or cleaning of a sign.

### SECTION 7.4.7 • SIGNS PROHIBITED THROUGHOUT THE VILLAGE

The following signs are prohibited throughout the Village, notwithstanding anything to the contrary in this Article:

- A.** Signs which incorporate in any manner or are illuminated by any flashing or moving lights, or where any illumination can shine directly into the eyes of any occupant of any vehicle traveling upon any highway, driveway or parking area, or into any window of any residence within 200 feet, or where the illumination interferes with the visibility or readability of any traffic sign or device.



*Prohibited Flags and Pennants*

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- B.** Exterior pennants, pennant strings, feather flags, spinners, and streamers.
- C.** Exterior string lights used in connection with a commercial lot, other than holiday decorations used from the day after Thanksgiving through the following January 15th. String lights are also permitted in the vicinity of outdoor dining as approved by the Planning Commission.
- D.** Any sign or object which has any visible motion, moving or animated parts or image, whether movement is caused by machinery, wind, or otherwise, except for electronic message signs. GRAPHIC 7
- E.** Any sign which is structurally or electrically unsafe, or which obstructs any fire escape.
- F.** Any sign erected on a tree or utility pole.
- G.** Any sign structure or frame that no longer contains a sign.
- H.** Any sign on a motor vehicle or trailer which is parked in front of a business on a public street for the sole purpose of advertising that business.
- I.** Any vehicle bearing advertising signage parked in a space in a publicly-owned lot that not designated for employee parking for the sole purpose of advertising.
- J.** Roof signs or any sign which projects above the roof line.
- K.** Any sign or sign part, cable or support, except those established for emergency services purposes and maintained a public entity, located in, projecting into, or overhanging a public right-of-way or dedicated public easement, except on the Polly Ann Trail Bridge (see Section 7.4.8.B.2). The Village Manager is authorized to cause the removal of any signs posted or placed in any public right-of-way, provided any such sign shall be kept for a period of sixty (60) days for pick up by any person who might claim it, and thereafter may be destroyed by the Village.
- L.** Any sign erected on any property, public or private, without the consent of the owner and occupant thereof.
- M.** Any sign which simulates or imitates in size, color, lettering, or design, any traffic sign or signal or other word, phrase, symbol, or character in such a manner as to interfere with, mislead, or confuse the drivers or motorized vehicles.
- N.** Any sign which incorporates any open spark or flame.
- O.** Backlit awnings or canopies.



*Prohibited*

- P.** Message board signs and other signs with manually changeable letters.



*Prohibited*

- Q.** Pylon or pole-mounted signs.
- R.** Signs and murals shall not depict the “Specified Anatomical Areas” as described in Section 4.1.4B.7, nor the “Specified Sexual Activities” described in Section 4.1.4B.8, nor “Sexual Intercourse” as described in Section 4.1.4B.9, nor “Sodomy” as described in Section 4.1.4B.10.
- S.** Billboards as defined in Article II and other off-site advertising.
- T.** Any additional signage for a business that has a non-conforming sign.
- U.** Electronic Message Signs
- V.** Banners on the Polly Ann Trail Bridge

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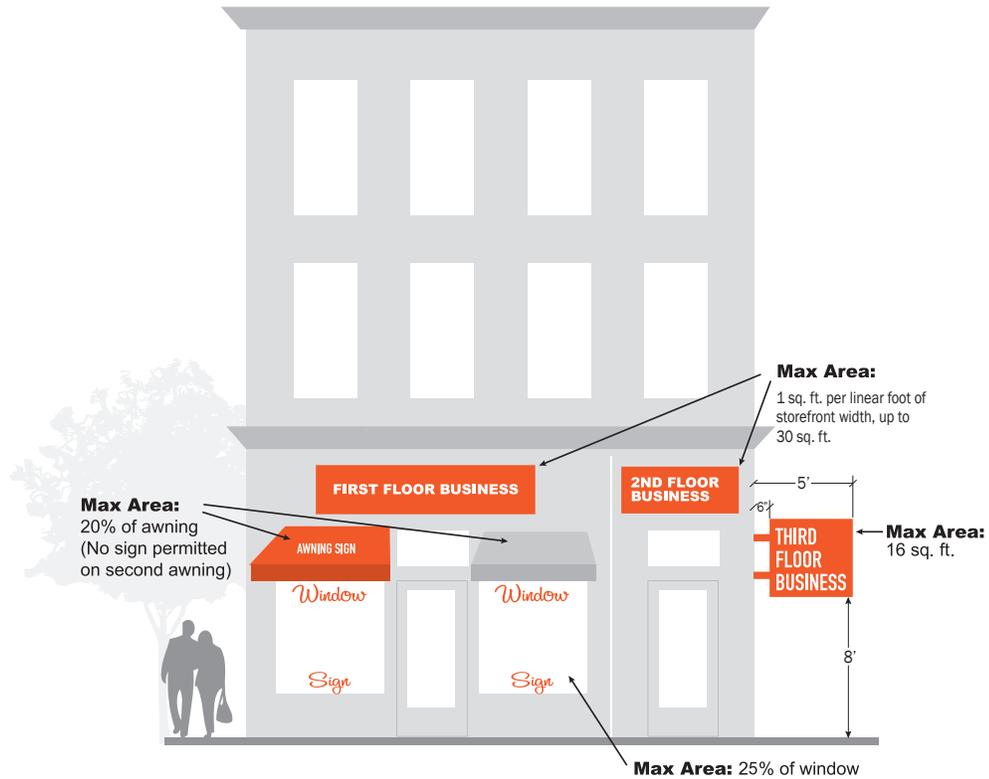
### SECTION 7.4.8 • DISTRICT REGULATIONS

- A.** The standards of Section 7.4.3 shall apply to all Zoning Districts.
- B. Temporary Commercial Signs and Banners.** Temporary commercial signs and banners shall be permitted in the C-0, C-1 Core, C-1 Transition, C-2, and I-1 Districts, subject to the following:
1. A permit shall be required as described in Section 7.4.4.
  2. Such signs and banners shall not be displayed for more than a total of thirty consecutive days.
  3. Temporary signs and banners shall be limited to a total of thirty (30) square feet.
  4. Temporary interior or window signs shall comply with the requirements of Section 7.4.9.E.6 (Interior and Window Signs).
- C. Signs Permitted in R-1 (Single Family) Districts.**
1. One (1) sign may be permitted on private property at the entrance to a neighborhood, subject to the following standards:
    - a.) The sign must be proposed by a developer, homeowners association, or other neighborhood group.
    - b.) The sign shall not exceed twenty (20) square feet in area or a height of four (4) feet above grade.
    - c.) The sign must be at least 6 feet from all property lines.
  2. Non-Residential Uses, other than Home Occupations, in Residential Districts shall be subject to the standards of the C-2 district, except that illumination of signage shall be prohibited.
  3. Home Occupations in residential districts shall be permitted one freestanding sign, not to exceed 6 square feet in area and 4 feet in height OR one wall sign, not to exceed 6 square feet in area and to be placed on the first floor of the building. Home occupations in non-residential districts shall be subject to the standards of the district that they are located within.
- D. Signs Permitted in RM (Multiple Family) Districts.**
1. All signs permitted in the R1 district.
  2. Multiple-family residential buildings or complexes, and the permitted accessory uses associated with them, shall be permitted:
    - a.) One freestanding sign per road frontage, not to exceed 24 square feet in area and six feet in height, and located at least 6 feet from all property lines.
    - b.) One wall sign per road frontage, not to exceed 30 square feet.
    - c.) Internal road networks shall count as road frontages for purposes of this Ordinance.
- E. RESERVED.**

F. Signs Permitted in C-1 Core and C-1 Transition, and C-2 Districts.

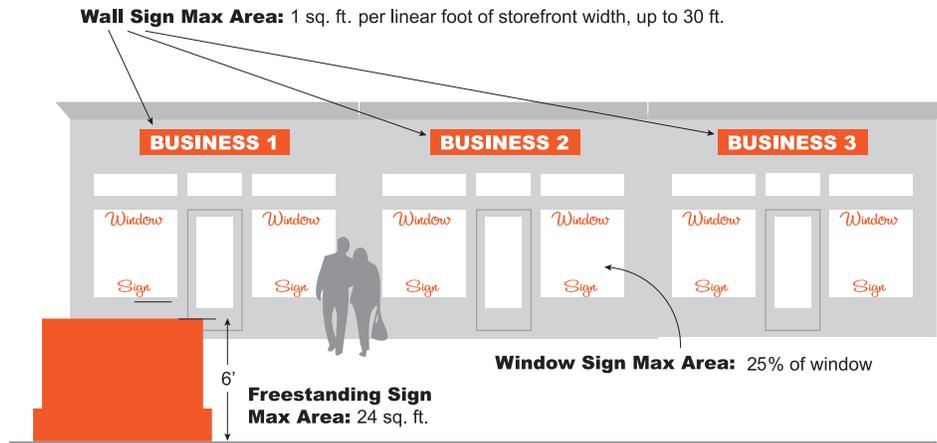
**Example Building: C-1 District**

NOTE: Graphic does not show all permitted options.



**Example Building: C-2 District**

NOTE: Graphic does not show all permitted options.



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### 1. Wall Signs.

- a.) Square footage of wall signage permitted:
  - i. Each first-floor tenant in a commercial building in the C-1 or C-2 districts shall be permitted one (1) square foot of wall signage per linear foot of their storefront or business frontage, up to a maximum of 30 square feet.
  - ii. Five square feet of signage is permitted above the entranceway to upper floor businesses. If two or more upper-floor businesses share an entrance, the permitted square footage shall be shared equally between them.
  - iii. Where a business has frontage along two or more streets, the permitted wall signage for both frontages shall be calculated independently and both frontages shall be permitted one (1) square foot of wall signage per linear foot of frontage, up to 30 square feet.
  - iv. Where a business has a rear entrance, the same calculation shall be used to determine the total square footage of wall signage permitted (i.e. one (1) square foot per linear foot of the business frontage).
  - v. Multi-Story Office Buildings. In the C-0, C-1 Core, C-1 Transition, and C-2 districts, office buildings without storefronts which are designed for multiple tenants shall be permitted one square foot of wall signage per linear foot of lot frontage. However, the signage for any one tenant shall not exceed 30 square feet. Signage on such buildings must be proposed by the owner, but must have the permission of all tenants before being approved for a permit.
- b.) In the C-1 Core and C-1 Transition District internally illuminated signs may be permitted subject to design approval by the Planning Commission.

In the C-2 District, internally illuminated signs are permitted and are not subject to design approval by the Planning Commission.

Signs may also be externally illuminated with external light fixtures attached to the building or ground, or may be backlit (i.e. halo effect) when the sign lettering is entirely opaque. Such lighting shall be located and directed toward the building or sign in such a manner that glare is not visible by pedestrians or vehicles. Externally illuminated signs are permitted in the C-1 Core, C-1 Transition, and C-2 districts and do not require design approval by the Planning Commission.

- c.) Wall signs shall be placed on an architecturally continuous wall surface uninterrupted by doors, windows, and architectural detail. Signs shall not obscure windows, grillwork, piers, pilasters, and other ornamental features.

### 2. Projecting Signs:



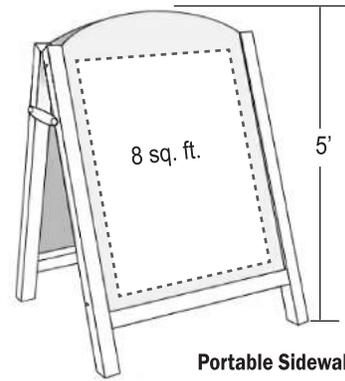
- a.) One (1) projecting sign shall be permitted per business. In the case of multiple upper-floor businesses sharing a single entry way, only one projecting sign may be permitted. However, the projecting sign may be designed in such a way as to give each business separate advertising space.
- b.) The opposite faces of a projecting sign shall not be separated by more than six (6) inches.

Each projecting sign shall have a maximum surface display area of sixteen (16) square feet, subject to the following:

- i. Ornamental, decorative border elements shall not be considered part of the sign for the purposes of calculating the square footage.
- c.) A projecting sign shall be attached to the building so that no part of the sign or sign support structure is less than eight (8) feet from the surface of the established grade under the sign. Projecting signs may not be mounted above the first story on a multi-story building.
- d.) Sign overhang into public right-of-way. A projecting sign may protrude into the air space over a public sidewalk by not more than five (5) feet.
- e.) Lighting. Projecting signs shall not be internally illuminated.

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3. **Freestanding Signs.** One freestanding sign may be permitted per lot, except as described below. Such freestanding sign shall be subject to the following requirements:
  - a.) The sign shall not exceed six (6) feet in height and twenty-four (24) square feet in area.
  - b.) The sign must be set back at least three (3) feet from all lot lines and public sidewalks, and must meet the clear corner vision standards in section 7.4.3.c.
4. **Awning and canopy signs.** Signage is permitted on one awning per business.
  - a.) Sign lettering and/or logo shall comprise no more than 20 percent of the total exterior surface of an awning or canopy.
  - b.) Awnings and canopies must be permanently attached to buildings.
  - c.) The minimum height of awnings/canopies shall be eight feet from the lowest point of the awning/canopy to the sidewalk. Awning and canopy signs may be located over a public right of way, however such signs shall not project over a roadway.
  - d.) Awnings with back-lit graphics or other kinds of interior illumination are prohibited.
5. **Marquee Signs.** Existing marquee signs are permitted to remain and are not considered non-conforming. New marquee signs are only permitted by Special Use as described in Section 7.4.10.
6. **Interior and Window signs.** Window signs not to exceed twenty-five (25) percent of the area of any window shall be permitted, provided no one sign shall exceed twenty (20) square feet in area. Window signs may not be installed in windows that are less than six square feet.
7. **Portable Sidewalk Signs.** Portable sidewalk signs are permitted in all commercial districts, and may be placed at the public entrances to businesses, on either private property or the public sidewalk. All portable sidewalk signs shall require a permit and shall comply with the following specifications:



Portable Sidewalk Sign

- a.) Signs shall not exceed eight (8) square feet in area or five (5) feet in height. No sign shall be placed within a distance of ten (10) feet from any fire hydrant, or twenty-five (25) feet from any intersection.
- b.) For businesses with front and rear customer entrances, or frontages on two streets, one additional portable sidewalk sign may be permitted at the second entrance.
- c.) Each sign shall be placed outside only during the hours when the business is open to the general public, and shall be stored indoors at all other times.
- d.) The sign must be placed at least five feet from the curb. A clear path of five (5) feet of sidewalk must be maintained at all times.
- e.) Portable sidewalk signs shall not have more than two (2) sign faces.
- f.) The following design requirements shall apply to all sidewalk signs:
  - i. Portable sidewalk signs shall be made of durable materials and shall be architecturally compatible with the style, composition, materials, and details of the building.
  - ii. Portable signs on wheels shall be prohibited.
  - iii. The sign shall be kept in good repair at all times.
- g.) As of the effective date of this ordinance and any amendments thereto, all non-conforming portable, temporary, sidewalk signs shall be prohibited within the Village and must be removed as required in Section 7.4.4.

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- G. Signs Permitted in I-1 (Industrial) Districts.** Signage permitted in the I-1 district shall be the same as the signage permitted in the C-2 district.
- H. Signs Permitted in P-1 (Parking) District.** No signs shall be permitted in the P-1 district, except by Special Use approval as described in Section 7.4.10.

### SECTION 7.4.9 • NONCONFORMING SIGNS

- A. Intent.** It is the intent of this Chapter to encourage eventual elimination of signs that as a result of the adoption of this Chapter become nonconforming, to administer this Article to realize the removal of illegal nonconforming signs, and to avoid any unreasonable invasion of established private property rights.
- B. Lawful Existing Signs.** Any sign lawfully existing at the time of this Chapter which does not fully comply with all provisions shall be considered a legal nonconforming sign and may be permitted to remain as long as the sign is properly maintained and not detrimental to the health, safety and welfare of the community except as hereafter provided.
- C. Continuance.** A non conforming sign shall not:
1. Be expanded or changed to another nonconforming sign;
  2. Be relocated;
  3. Be structurally reconstructed so as to prolong the life of the sign; or so as to change the shape, size, type, placement, or design of the sign's structural parts; or so as to add illumination;
  4. Be repaired or re-erected after being damaged if the repair or re-erection of the sign, within any twelve (12) month period, would cost more than fifty (50) percent of the cost of an identical new sign. If deemed necessary by the Building Official, the cost of an identical new sign shall be determined as the average of no less than three (3) cost estimates obtained from three (3) contractors.
  5. Be altered unless the alteration or reconstruction be in compliance with the provisions of this Chapter. For the purpose of this Chapter only, the term "altered" or "reconstructed" shall not include normal maintenance; changing of surface sign space to a lesser or equal area; landscaping below the base line; or changing electrical wiring or devices, backgrounds, letters, figures, or characters.
- D. Termination of Business.** Nonconforming signs and sign structures shall be removed or made to conform within ninety (90) days of the termination of the business or use to which they are accessory.
- E. Change of Property.** If the owner of a sign or the lot on which a sign is located changes the location of a building so that any

sign on the lot is rendered nonconforming, such sign must be removed or made to conform to this Chapter.

### SECTION 7.4.10 • SPECIAL USE SIGNS

When a sign is proposed to be constructed in the Village and the proposed sign does not meet the specific requirements of these regulations, the following review procedures shall apply to that sign. The Zoning Board of Appeals shall not have the authority to vary the standards of this Chapter of the Zoning Ordinance.

**A. Village Administration Response to Sign Permit Application.**

The Village Building Official or other administrative representative designated by the Village shall deny the application. The Village representative shall advise the applicant that the proposed sign may be considered by the Planning Commission as a special use, subject to the application procedures for special uses as described in Article 9, Chapter 3 of this Ordinance.

**B. Planning Commission.** Consideration of Special Use Sign Application. The Planning Commission shall consider the following criteria for an application for a proposed Special Use Sign in addition to other applicable criteria established in Article 9.

1. The sign shall not endanger the public health, safety and welfare by obscuring the vision of drivers on adjacent roads and streets.
2. The sign shall be constructed of materials that are consistent with the materials used for construction on other lots in the Village within three-hundred (300) feet of the proposed sign location.
3. No part of the sign shall extend to a height greater than the height of any other structure within three-hundred (300) feet of the sign location.
4. The sign shall not be located so as to block the view of other signs on adjacent or nearby sites, thereby adversely affecting the ability of an existing commercial enterprise to continue to do business in the Village.
5. The sign shall not be constructed or located so as to be a visual nuisance to nearby residential uses.
6. The sign shall be generally compatible with the overall community character and shall not create a disruptive visual appearance that will adversely affect property value in the Village.
7. The Planning Commission may seek the advice and recommendation of the Oxford Downtown Development Authority or other experts regarding the proposed special use sign.