

AGENDA

Clallam County Planning Commission

Meeting of July 20, 2022 6:00 p.m.

The Clallam County Planning Commission will conduct a regularly scheduled meeting on **Wednesday, July 20, 2022, at 6:00 p.m.** in Room 160 of the Clallam County Courthouse, 223 East Fourth Street, Port Angeles, WA 98362. The meeting can also be attended via Zoom through meeting number 857 7304 5582 with passcode 12345.

The information provided to the Commission in preparation for this meeting is available at:
<https://websrv7.clallam.net/forms/uploads/PlanningCommissionPacket.pdf>

- A. **CALL TO ORDER**
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL**
- D. **WELCOME**
- E. **APPROVAL OF MINUTES**
- F. **ANNOUNCEMENTS**
- G. **PUBLIC COMMENT** – Please Limit Comments to Three Minutes
- H. **UNFINISHED BUSINESS**
- I. **PUBLIC HEARING:** none
- J. **WORK SESSION ITEMS:** Sign Ordinance
- K. **PUBLIC COMMENT** – Please Limit Comments to Three Minutes
- L. **ADJOURNMENT**

Members:

Chair, Steve Gale & Vice-Chair, Ron Long
Robert Miller; N. Bonnie Booth; M. Ingrid Carmean; Jeff Carter; Thomas Butler
Department of Community Development Staff:
Donella Clark, Principal Planner

MINUTES

Clallam County Planning Commission

Meeting of June 15, 2022, 6:00 PM

- A. CALL TO ORDER: The meeting was called to order at 6:00 p.m.
- B. PLEDGE OF ALLEGIANCE.
- C. ROLL CALL: Members present were Vice-Chair Gale, Robert Miller, N. Bonnie Booth, M. Ingrid Carmean, Jeff Carter and Thomas Butler. Donella Clark, Principal Planner represented staff from the Department of Community Development.
- D. WELCOME: Vice-Chair Steve Gale welcomed all in attendance
- E. APPROVAL OF MINUTES: May 18, 2022
- F. ANNOUNCEMENTS: Jane Hielman has resigned from the Planning Commission, leaving the chair open. There are two vacancies in District 3 now. Commission took nominations and Steve Gale was nominated. Commission voted 5-0 with one abstention for Steve Gale to be the new chair, leaving the Vice-Chair position vacant. Ron Long was nominated as the Vice-Chair and a vote passed 6-0.
- G. PUBLIC COMMENT PERIOD: Ken Reandeau informed the Planning Commission that there was a lively discussion at the Board of County Commissioners work session regarding the proposed Forestry Ordinance.
- H. UNFINISHED BUSINESS: None.
- I. PUBLIC HEARING ITEM: None.
- J. WORK SESSION ITEMS: Beginning discussion on changes to the current Sign Ordinance, CCC 33.57. Staff reviewed the memo, referencing some history of the ordinance and issues related to the current code such as new technology of signs that the ordinance does not address. Staff asked commissioners for comments to help guide them in updating the ordinance.
Each commissioner provided comment to help direct staff with changes to the ordinance. Commission would like to have a presentation from a sign company regarding the new technology and how to reduce light trespass and interference at intersections.
- K. PUBLIC COMMENT PERIOD: Staff informed the commission that the Board of County Commissioners will be holding their public hearing on the proposed Forestry Ordinance on July 5th, 2022 at 10:30am.
- L. ADJOURNMENT: The meeting adjourned at ___6:50___ p.m.



MEMORANDUM

Clallam County Department of Community Development

Date: July 20, 2022
To: Clallam County Planning Commission
From: Donella Clark, Principal Planner
Re: Sign Code

Staff received numerous suggestions from the Planning Commission during the June 6, 2022 meeting regarding the current sign code, CCC 33.57. It was suggested that we look at the City of Sequim's sign code, which is provided in this packet along with the City of Bremerton and Port Orchard, as well as Kitsap County. A first draft of the Sign Ordinance is also provided with the following staff recommendations for the current meetings discussion:

The Goals and Intent section needs to be reviewed. Would like to hear comments from the Planning Commission on what they view as the goals and intent of the sign code today.

The permitting section, currently referenced as a "Certificate of Compliance", needs to be changed to reflect the current way signs are permitted, which is through the issuance of a building permit. The building department also follows standards of the building code to determine if review is necessary, which applicants should know as they apply for a permit. Port Orchard provides an extensive list of the application requirements. Staff recommends including the need for a site plan and installation specifications to ensure an adequate application. The wording regarding non-conforming signs should be revised to inform the public of qualifications to maintain a non-conforming sign under the permitting section. No changes to size, shape, height or illumination/lighting should be allowed without coming into compliance with the standards of the code.

The current County code does not reference a maintenance section. Sequim removes signs that are not maintained, Port Angeles code tags unmaintained signs as a nuisance and subjects them to abatement, but Lacey does not have a separate maintenance section at all. Staff recommends allowing owners discretion to maintain their own signs and not specify an action if not maintained.

Reorganization of the code should include moving sections related to Exempt and Prohibited signs to below the Permitting section to help those referencing the code to find if their type of sign is exempt, prohibited, or if it needs a permit. Clean-up of the code included the removal of the zoning districts. Organization of the zoning code itself makes it apparent which zones are commercial and residential and there is no need list them in the sign code separately.

At our next scheduled meeting staff recommends discussing types of signs and necessary definitions, exemptions, and prohibited signs, and if time standards and variances. The list of exempt and prohibited signs in the current code needs to be reviewed and definitions of additional signs such as A-frame signs, event signs, electronic sign, feather banners, inflatable signs, message boards need to be added and discussed. The Planning Commission should determine which types of signs should be exempt or prohibited, or which signs might be allowed.

33.57.010 Goals and intent.

(1) The goals of these sign regulations are:

- (a) To encourage the effective use of signs as a means of communication in the County;
- (b) To maintain and enhance the visual environment and the County's ability to attract sources of economic development and growth;
- (c) To minimize excessive lighting in rural Clallam County along designated scenic highways;
- (d) To maintain and enhance scenic views along the County's scenic highways;
- (e) To improve traffic and pedestrian safety and to eliminate distractions to vehicle drivers;
- (f) To minimize the adverse effect of signs on nearby public and private property;
- (g) To ensure compliance with the Scenic Vistas Act and the Growth Management Act; and
- (h) To enable the fair and consistent enforcement of these sign regulations.

This chapter is adopted under the zoning authority of the County in furtherance of the more general purposes set forth in this title.

(2) It is the intent of this chapter that signs may be erected, placed, established, painted, created or maintained in the County only in conformance with the standards, procedures, exemptions and other requirements of this chapter. The intent of this chapter, as more specifically set forth herein, is:

- (a) To permit a variety of types of signs in commercial and industrial zones and a limited variety of signs in other zones, subject to the standards of this chapter;
- (b) To permit certain signs which are small, unobtrusive, and incidental to the principal use of the lots on which they are located; provided, that these types of signs are not portable signs which often cause safety problems due to blockage of vehicle/pedestrian sight lines and are further subject to the substantive requirements of this chapter;

~~(c) To bring existing, nonconforming signs which exceed an area/height/number cap set in this chapter into compliance with these standards after a set period of time in order to further the goals and intent set forth in this chapter;~~

~~(c)~~ To prohibit signs not expressly permitted by this chapter; and

~~(d)~~ To provide for monitoring and compliance with the provisions of this chapter. This chapter distinguishes between signs by their structural type and duration of use but to the maximum extent possible does not distinguish between signs by their content. Certain types of signs are classified as temporary if they are only up for a short and specified period of time. Signs required

by law, public signs required for safety, and public signage, the purpose of which is to inform the traveling public of public roadside facilities, are exempt from the ordinance requirements.

| 33.57.020 Definitions.

Except where specifically defined herein, all words used in this chapter shall carry their customary meanings. Words used in the present tense include the future, and the plural includes the singular. The word "shall" is mandatory; the word "may" denotes a use of administrative discretion in making a decision. The words "used" or "occupied" shall be considered as though followed by the words "or intended, maintained, arranged or designated to be used or occupied."

- (1) "Abandoned sign" means a sign that, for a period of more than six (6) months, no longer correctly identifies, exhorts, or advertises any person, business, lessor, lessee owner, product or activity conducted or available on or off the premises on which the sign is located. Signage on a property which is continuously listed for sale or lease shall not be considered abandoned for a period of six (6) months after which it shall be considered abandoned and subject to conformance with this chapter.
- (2) "Administrator" means the Director of the Clallam County Department of Community Development or his/her designee.
- (3) "Advertising" means to announce publicly by emphasizing a printed notice or to call public attention to desirable qualities so as to arouse a desire to buy or patronize. This also includes logos, borders, backgrounds and accents.
- (4) "Building frontage" means the linear frontage of a building facing an abutting public or private street. When a building fronts on multiple streets, the building frontage shall be the one building front that would result in the greatest linear frontage.
- (5) "Community event sign" means a temporary informational sign that pertains exclusively to a specific upcoming event sponsored by a nonprofit organization or by a governmental entity and is removed soon after the event.
- (6) "Construction sign" means a temporary informational sign that identifies the architect, engineers, contractors, suppliers or grant agencies involved in construction project or announces the character of the building and is removed soon after completion of construction.
- (7) "Election sign" means any sign which serves to influence, is intended to influence, or appears to be of the type which is commonly erected to influence, an election or ballot proposition.
- (8) "Facade sign" means a sign which is attached parallel to and within nine (9) inches of the wall of a building, or vertical face of an awning or parapet which is supported by and confined within the limits of such wall, awning or parapet and which displays only one sign surface. "Facade sign" also include signs affixed to (within nine (9) inches at one point) or painted on an awning, canopy or roof so long as they do not extend above the primary roofline or more than

- eight (8) feet from the outside edge of the building. Soft drink dispensing machines will be considered a facade sign if located within nine (9) inches of the building.
- (9) "Flashing sign" means a sign or a portion thereof which changes light intensity or switches on and off in a repetitive pattern at less than one-minute intervals, or uses electrical energy to provide motion or the optical illusion of motion.
- (10) "Freestanding sign" means a sign which is supported by permanent uprights, pole or braces to the ground and which is not connected to a building.
- (11) "Grade" means the average elevation of the natural ground surface immediately below the sign before construction, exclusive of any filling, berming, mounding or excavating solely for the purpose of locating the sign; and provided, that when the elevation of the natural ground surface of a freestanding/monument sign is below the grade of the edge of the adjacent roadway, then the height of a freestanding or monument sign shall be measured from the grade at the outer edge of the roadway nearest the proposed sign location.
- (12) "Grand opening sign" means a temporary sign of no more than thirty (30) days' duration announcing the new opening of a store or a complete change in ownership or product line sold.
- (13) "Illuminated sign" means any sign illuminated in any manner by an on-site artificial light source.
- (14) "Monument sign" means a ground-related, freestanding sign which is attached to the ground or to its base on grade by a solid sign structure and which structure extends from the ground or base to the sign face at the same or greater width as the sign face. Signs on fences are considered a form of monument sign.
- (15) "Multiple-business complex" means a group of structures housing at least two (2) separate businesses or agencies operating under separate State tax numbers, or a single structure containing more than one business with separating walls and at least one outside or inside access for each business which shares a common lot, access and/or parking facility operating under separate State tax numbers.
- (16) "Multiple-business complex sign" means a sign that is designated to identify a multiple business complex including directory signs for businesses within the complex.
- (17) "Mural" means an outdoor wall painting on a building which consists exclusively of paint applied to the wall or to framework attached within nine (9) inches of the wall and which contains no advertising.
- (18) "Noise" means any intended or unintended sound created by the sign or its installed equipment which exceeds forty (40) decibels as measured from the nearest point adjacent to the property or place of business, whichever is closer.
- (19) "Nonconforming sign" means any sign in existence within the County on the date of adoption of the ordinance codified in this chapter which does not conform with the provisions of

this chapter, but which did conform to all applicable laws in effect on the date the sign was originally erected.

(20) "Portable sign" means any moveable sign which is not permanently affixed to the ground or a structure or building. This definition includes movable reader boards, outdoor soft drink dispensers located farther than nine (9) inches from a building and sandwich boards that are placed so as to be seen from public right-of-ways.

(21) "Primary roofline" means the roofline under which a majority of the square footage of the business is located.

(22) "Real estate sign" means a temporary sign advertising real estate for sale, rent or lease.

(23) "Sign" means any object, device, fixture, placard, banner, structure or portion thereof, including any letters, figures, design, symbol, trademark or device that uses any color, form, graphic, illumination, symbol or writing intended to advertise, announce the purpose of, or identify the purpose of a person or entity, or to attract attention to any message, activity, service, place, subject, person, firm, corporation, public performance, article, machine or merchandise or to communicate information of any kind to the public, and which is visible from any right-of-way open to the public. Lighting that highlights an architectural feature of a building and does not consist of lettering, symbols or graphics shall not be considered a sign.

(24) "Sign area" means the entire face of the sign, including advertising surface, backlit surface, and any framing, trim or molding but does not include the supporting structure. Sign area is measured by multiplying the maximum horizontal width by the maximum vertical width. The surface area of a sign painted on a wall, awning or roof shall be measured by multiplying the maximum width of the copy by the maximum length of the copy. Sign areas may also be calculated by measuring the smallest square, circle, rectangle, triangle or combination thereof that will encompass the extreme limits of the advertising copy, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed, including an awning. Supportive framework which contains no written copy or other advertising and is clearly incidental to the display itself shall not be included in sign area calculations; provided, that the sign support structure shall be the minimum necessary to support the sign. For the purpose of this chapter the total sign area of any two (2) faced sign with parallel faces or V-type sign having an interior angle of forty-five (45) degrees or less shall be calculated as the area of the larger of the two (2) faces or one face if equal in size. All other multiple-faced or paneled signs shall be the total area of all faces or panels combined.

(25) "Sign surface" means any surface of a sign upon which there is lettering or other advertising.

(26) "Sign height" means the vertical distance from grade to the highest point of a sign or any projection thereof.

(27) "Sign structure" means any structure that supports or is capable of supporting any sign as defined in this chapter. A sign structure may be a pole or poles, or may be an integral part of a building. Structures that perform a separate use, such as a telephone booth, bus shelter, recycling

or used goods container, etc., shall not be considered a sign structure. Sign structures shall be the minimum necessary to support the sign and shall not depict any product being advertised.

(28) "Street" means a public or private way open to the general public for the purpose of vehicular traffic, including all classes of roadways and easements.

(29) "Temporary sign" means a nonpermanent sign intended for use for a short period of time, which includes election signs, construction signs, real estate signs, grand opening signs, community event signs and residential yard sale signs.

(30) "Under common ownership" describes a situation where one person, corporation, legal entity or related legal entities owns contiguous properties occupied by closely related businesses in which case these businesses will be considered to be one business, operating on one property for the purpose of applying this chapter (i.e., a car dealership may cover multiple contiguous parcels and have several related businesses on these parcels but shall be considered to be "under common ownership" for the purpose of interpreting the provisions of this chapter).

(31) "Vehicular signs" are signs affixed or painted on work vehicles, tractor-trailers, busses, vans or other vehicles.

33.57.030 ~~Certificate of compliance.~~ Permitting

~~No sign may be erected, relocated, constructed, or altered within the areas of the County under Clallam County jurisdiction without a certificate of compliance permit obtained from the Clallam County Department of Community Development, unless it is a temporary sign or an exempt under this code sign (CCC 33.57.080). Painting, cleaning, replacement of defective parts may be completed without a permit. Any changes to the sign structure will require review by the building department to determine if a permit is required. The permit A certificate of compliance for a sign is used to track sign installations for record keeping and to ensure all signs erected after passage of this chapter are in conformance with this chapter and compliant with building codes. No sign may be erected within the areas of the County under Clallam County jurisdiction without a certificate of compliance obtained from the Clallam County Department of Community Development unless it is a temporary sign or an exempt sign (CCC 33.57.080).~~

~~The application for permitting of a sign shall include drawings and details of the proposed sign, associated support structure and method of attachment, drawing of all exterior lighting (if any), a site plan with location of all proposed and existing signs, and dimensions of all existing signs. If the applicant is not the property owner the application must include a statement from the property owner verifying that permission is granted for the submission of the application.~~

~~No nonconforming sign maintenance shall be conducted that increases the noncompliance of the sign, except exchanging the area of existing advertising copy. A non-conforming sign shall not be altered in height, shape, size, lighting/illumination, or affect the base or support without conforming with the provisions of this chapter. for a business not changing land use category or repainting to freshen faded or damaged advertising copy shown on the face of the sign for a business not changing land use category or changing lighting tubes/bulbs with bulbs of the same or lesser intensity, is allowed without a certificate of compliance.~~

33.57.060 Exempt signs.

The following types of signs shall be exempt from the standards established within this code and from the certificate of compliance requirements of this chapter; provided, that any standards in this section are met:

- (1) Official notices authorized by a court, public body or public safety official, provided they are removed within seven (7) days after conclusion of the subject of notification;
- (2) Directional, warning or information signs authorized by federal, State or municipal governments or signs required by law not exceeding 200 square feet of sign area and twenty (20) feet in height. Directional signs located within State or County right-of-way shall be administered by State standards for directional signs and, if within Clallam County right-of-way, shall be administered by the Motorist Informational Sign Ordinance, Chapter 9.21 CCC;
- (3) Memorial plaques, building identification signs and building cornerstones which are cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure. Plaques, tablets, or inscriptions indicating the name of a building, its date of erection, or other commemorative information, which are an integral part of the building structure or are attached flat to the face of the building, and which are not illuminated, except incidentally from light sources used for other purposes;
- (4) Sculptures, murals, landscape features, fountains, mosaics, religious symbols, and design features which do not incorporate advertising or identification;
- (5) The flag of a government or noncommercial institution such as a school;
- (6) Traffic or pedestrian control signs or signals, or signs indicating scenic or historic points of interest which are erected by, or on the order of, a public officer in the performance of his/her public duty;
- (7) Exterior signs or displays not visible from streets or ways open to the public;
- (8) "No trespassing," "no dumping," "no parking," "private," and other informational warning signs which shall not exceed four (4) square feet in surface area and eight (8) feet maximum height above grade;
- (9) Commercial or residential address signs with lettering not exceeding twelve (12) inches in height and newspaper boxes located within ten (10) feet of an existing commercial/industrial building; and
- (10) Election signs no greater than thirty-two (32) square feet in area and five (5) feet in height above grade.

33.57.070 Prohibited signs.

The following signs or displays are prohibited, except as otherwise specifically allowed within this chapter. Prohibited signs are subject to removal by the County at the owner's or user's expense.

- (1) Signs which, by reason of their size, location, movement, content, coloring or manner of illumination may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency or radio equipment vehicle; or which obstruct the visibility of any street sign or signal device;
- (2) Signs identifying activities, products, businesses or services which have been discontinued for more than six (6) months on the premises upon which the signs are located;
- (3) Private signs on public utility poles;
- (4) Portable signs, due to fact that they are often placed where they block safety sight lines of motorists pulling into or out from a business or within safety sight triangles on corner lots;
- (5) Signs erected, altered or relocated without a permit issued by the County or any other governmental agency that requires a permit under law;
- (6) Signs that rotate or have a part or parts that move or revolve shall not be permitted in any zone except for the face of a clock less than six (6) square feet in size;
- (7) Signs or advertising displays consisting of clusters of posters, banners not affixed to a building wall, pennants, ribbons, streamers, strings of lights other than holiday lights used exclusively for decorative purposes, spinners, twirlers or propellers, flashing signs, rotating or blinking lights, chasing or oscillating lights, light projections on other natural or manmade surfaces, television type video, flares, balloons, inflatable signs, bubble machines and similar devices of carnival nature, or containing elements creating sound greater than 40 decibels as measured from the nearest adjacent property or business boundary shall not be permitted in any zone;
- (8) Signs within the public right-of-way unless erected by Clallam County or the State of Washington.

33.57.040 Commercial and Industrial sign standards.

There are only four (4) basic types of signs that are used by business and industry. Those four (4) types include signs that are attached to the building (facade), signs that are set apart from the building (freestanding/monument), vehicular signs and temporary signs that are needed when certain conditions are met. Any sign that cannot be configured to qualify as one of these four (4) sign types and is not an exempt sign is prohibited in all zones. The time, place, number and manner regulations of these four (4) types of signs is as follows:

- (1) The total area of signage attached to any face of the building(s) in one or more facade signs shall not exceed the square footage limit for a facade signage of one square foot of sign area for

each linear foot of building frontage facing a single public or private road. No facade sign may extend above the primary roofline or project more than eight (8) feet from the roofline edge of the building. For multiple-business complexes each business within a plaza may have one facade sign attached to the commercial structure that is limited to one square foot of sign area per linear foot of each businesses building frontage.

(2) A freestanding sign or monument sign within a commercial or industrial zone shall be limited to one sign for each area of land under common ownership that is not the site of a multiple-business complex. This one sign (either freestanding or monument) shall not exceed thirty-two (32) square feet of sign area and shall not exceed ten (10) feet in height above grade. For multiple-business complexes, one freestanding sign or one monument sign may be used to advertise the plaza or complex name and the businesses within the complex. This sign shall be limited to one sign not exceeding the signage area limit of 100 square feet and whose height shall not exceed ten (10) feet in height above grade.

(3) Vehicular signage visible from a State scenic and recreational highway shall be limited to thirty-two (32) square feet and vehicular signage shall be set back from the lot line or right of public use line that fronts on the State scenic and recreational highway a minimum of fifty (50) feet. Firm identification signage and other signage at the minimum sizes required by State or federal law on commercial/industrial vehicles shall not be calculated as part of the thirty-two (32) square foot signage limitation. Work vehicles making a delivery or making a service call away from the home base of the business are not subject to this provision, as the purpose of this provision is to prevent vehicular signs from being used as a form of long-term freestanding sign. Likewise, local franchise holders for national moving van companies are not subject to the square footage limitation of this provision, as the local franchise holder has no control over the size of signage on the vehicles.

(4) When the conditions for a temporary sign are met, one temporary sign may also be allowed on a commercial/industrial property. Conditions present to qualify for a temporary sign would include the sale of property/business, a grand opening, construction of a business, and when advertising a community event. Such signage is limited to one unlit thirty-two (32) square foot sign that shall not exceed five (5) feet in height above grade.

(5) Externally illuminated signs shall not exceed background area average illumination levels when measured five (5) feet beyond any vertical surface of the sign; lighting fixtures shall be carefully located, aimed and shielded so that light is only directed on to the sign surface with a light source that is not directly visible from the adjacent roadway. Internally illuminated signs using 800 milliamp ballasts shall not have lamps spaced closer than twelve (12) inches apart or if using 425 milliamp ballast shall not be closer than six (6) inches apart.

(6) ~~Commercial/Industrial zoning includes the following zoning districts~~

Zone Name**Zoning Symbol**

Light Industrial

LI

Industrial

M

Commercial

GC

Tourist Commercial

TC

Western Region Rural Center

WRC

Urban Center

UC

Urban Regional Commercial

URC

Urban Neighborhood Commercial

UNC

Rural Center

CEN

Rural Limited Commercial

RLC

Rural Neighborhood Commercial

RNC

Carlsborg Commercial

CC

Rural Village

RV

Rural Commercial

RC

Sequim General Retail District

S(GC)

Sequim Light Manufacturing

S(LM)

Sequim Bypass Commercial

S(BC)

Sequim Neighborhood Commercial

S(NC)

33.57.050 Residential/Resource zoning district sign standards.

There are only four (4) basic types of signs that are used in residential/resource zones. Those four (4) types include signs that are attached to the building (facade), signs that are set apart from the building (freestanding/monument), vehicular signs and temporary signs that are needed when certain conditions are met. Any sign that cannot be configured to qualify as one of these four (4)

sign types and is not an exempt sign is prohibited in all zones. The time, place, number and manner regulations of these four types of signs is as follows:

(1) Freestanding, monument and facade signage in Residential/Resource zoning districts, regardless of use, is limited to one unlit sign of one type with a maximum of six (6) square feet of signage; and provided, that within a Commercial Forest zoning district (CF) the maximum sign size is twenty (20) square feet of signage.

(2) If the one sign allowed is a freestanding sign or monument sign, it shall not exceed five (5) feet in height above grade and shall be unlit.

(3) Vehicular signage visible from a County road or State scenic and recreational highway shall be limited to a total of thirty-two (32) square feet and vehicular signage shall be set back from the lot line or public right of use line that fronts on the State scenic and recreational highway a minimum of 100 feet. On parcels that predate the effective date of this chapter that cannot meet the 100-foot vehicular sign setback due to lack of lot depth, vehicular signs can be parked within twenty (20) feet of the lot line farthest from the scenic and recreational highway. Firm identification signage and other signage at the minimum sizes required by State or federal law on commercial/industrial vehicles shall not be calculated as part of the thirty-two (32) square foot signage limitation. Work vehicles making a delivery or making a service call away from the home base of the business are not subject to this provision, as the purpose of this provision is to prevent vehicular signs from being used as a form of long-term freestanding signs.

(4) When the conditions for a temporary sign are met, one temporary sign may also be allowed on a Residential/Resource property. Conditions present to qualify for a temporary sign would include property/home sale and when advertising a community event. Such signage is limited to one unlit six (6) square foot sign for a property/home sale, construction sign and community event and shall not exceed five (5) feet in height above grade.

~~(5) Residential/Resource Zoning includes the following zoning districts~~

~~Zone Name~~

~~Zoning Symbol~~

~~Urban Moderate Density~~

~~MD~~

~~Urban Very Low/Urban Low Density~~

~~VLD/LD~~

~~Urban Low Density~~

~~LD~~

~~Urban Very Low Density~~

~~VLD~~

~~Urban Residential Low~~

~~URL~~

~~Urban Residential High~~

~~URH~~

Zone Name	Zoning Symbol
Rural Low Mixed	RLM
Rural Character Conservation 3	RCC3
Rural Character Conservation 5	RCC5
Quillayute Residential	QR
Western Regional Rural	RW1
Rural	R1
Rural Suburban Community	RSC
Western Regional Rural Moderate	RW2
Rural Moderate	R2
Western Regional Rural Low	RW5
Rural Low	R5
Rural Very Low	R20
Commercial Forest/Mixed Use 5	CFM5
Commercial Forest/Mixed Use 20	CFM20
Commercial Forest	CF
Agricultural Retention	AR
Public Land	P
Airport Overlay District	AO
Open Space Overlay/Open Space Corridors	OS
Sequim Urban Residential—I	S(R-I)
Sequim Urban Residential—II	S(R-II)
Sequim Urban Residential—III	S(R-III)

Zone Name

Zoning Symbol

Sequim Urban Residential IV

S(R-IV)

Sequim Mixed Use

S(MU)

~~33.57.060 Exempt signs.~~

~~The following types of signs shall be exempt from the standards established within this code and from the certificate of compliance requirements of this chapter; provided, that any standards in this section are met:~~

- ~~(1) Official notices authorized by a court, public body or public safety official, provided they are removed within seven (7) days after conclusion of the subject of notification;~~
- ~~(2) Directional, warning or information signs authorized by federal, State or municipal governments or signs required by law not exceeding 200 square feet of sign area and twenty (20) feet in height. Directional signs located within State or County right-of-way shall be administered by State standards for directional signs and, if within Clallam County right-of-way, shall be administered by the Motorist Informational Sign Ordinance, Chapter 9.21 CCC;~~
- ~~(3) Memorial plaques, building identification signs and building cornerstones which are cut or carved into a masonry surface or when made of noncombustible material and made an integral part of the building or structure. Plaques, tablets, or inscriptions indicating the name of a building, its date of erection, or other commemorative information, which are an integral part of the building structure or are attached flat to the face of the building, and which are not illuminated, except incidentally from light sources used for other purposes;~~
- ~~(4) Sculptures, murals, landscape features, fountains, mosaics, religious symbols, and design features which do not incorporate advertising or identification;~~
- ~~(5) The flag of a government or nonecommercial institution such as a school;~~
- ~~(6) Traffic or pedestrian control signs or signals, or signs indicating scenic or historic points of interest which are erected by, or on the order of, a public officer in the performance of his/her public duty;~~
- ~~(7) Exterior signs or displays not visible from streets or ways open to the public;~~
- ~~(8) "No trespassing," "no dumping," "no parking," "private," and other informational warning signs which shall not exceed four (4) square feet in surface area and eight (8) feet maximum height above grade;~~

~~(9) Commercial or residential address signs with lettering not exceeding twelve (12) inches in height and newspaper boxes located within ten (10) feet of an existing commercial/industrial building; and~~

~~(10) Election signs no greater than thirty two (32) square feet in area and five (5) feet in height above grade.~~

~~33.57.070 Prohibited signs.~~

~~The following signs or displays are prohibited, except as otherwise specifically allowed within this chapter. Prohibited signs are subject to removal by the County at the owner's or user's expense.~~

~~(1) Signs which, by reason of their size, location, movement, content, coloring or manner of illumination may be confused with or construed as a traffic control sign, signal, or device, or the light of an emergency or radio equipment vehicle; or which obstruct the visibility of any street sign or signal device;~~

~~(2) Signs identifying activities, products, businesses or services which have been discontinued for more than six (6) months on the premises upon which the signs are located;~~

~~(3) Private signs on public utility poles;~~

~~(4) Portable signs, due to fact that they are often placed where they block safety sight lines of motorists pulling into or out from a business or within safety sight triangles on corner lots;~~

~~(5) Signs erected, altered or relocated without a permit issued by the County or any other governmental agency that requires a permit under law;~~

~~(6) Signs that rotate or have a part or parts that move or revolve shall not be permitted in any zone except for the face of a clock less than six (6) square feet in size;~~

~~(7) Signs or advertising displays consisting of clusters of posters, banners not affixed to a building wall, pennants, ribbons, streamers, strings of lights other than holiday lights used exclusively for decorative purposes, spinners, twirlers or propellers, flashing signs, rotating or blinking lights, chasing or oscillating lights, light projections on other natural or manmade surfaces, television type video, flares, balloons, inflatable signs, bubble machines and similar devices of carnival nature, or containing elements creating sound greater than 40 decibels as measured from the nearest adjacent property or business boundary shall not be permitted in any zone;~~

~~(8) Signs within the public right-of-way unless erected by Clallam County or the State of Washington.~~

~~33.57.080 Nonconforming signs.~~

It is the intent of this section to ensure that nonconforming signs of exceptional size and height are reduced in size and height in accord with this section and to ensure that nonconforming signs

are retrofitted into conforming signs as expeditiously and fairly as possible while avoiding any unreasonable invasion of established property rights. The following standards apply to nonconforming signs:

~~(1) Residential/Resource Zones.~~

~~(a) Existing, legally erected, nonconforming freestanding signs greater than 128 square feet in area and/or taller than fifteen (15) feet shall be reduced to this standard (128 square feet in area/fifteen (15) feet in height).~~

~~(b) A property whose commercial use predates the existence of a zoning code in Clallam County shall be able to retain one existing, legally erected, nonconforming freestanding sign between thirty-two (32) square feet and 100 square feet in area and fifteen (15) feet in height but any sign larger than this standard shall be reduced to this standard. All existing, legally erected, nonconforming facade signage may be retained but shall not be enlarged in area or changed in location.~~

~~(c) All existing, legally erected, nonconforming, freestanding signs not covered in subsections (1)(a) or (1)(b) of this section which are greater than twenty (20) square feet in area and/or taller than five (5) feet shall be reduced to this standard.~~

~~(2) Commercial/Industrial Zones.~~

~~(a) Existing, legally erected, nonconforming, freestanding signs greater than 128 square feet in area and/or taller than fifteen (15) feet shall be reduced to this standard (128 square feet in area/fifteen (15) feet in height).~~

~~(b) A property with one or more existing, legally erected, nonconforming, freestanding sign(s) larger than 128 square feet covered by subsection (2)(a) of this section, that also has a secondary sign larger than thirty-two (32) square feet but smaller than 128 square feet may retain such secondary, existing nonconforming, freestanding sign; provided, that if it is greater than sixty-four (64) square feet in size and fifteen (15) feet in height then it must be reduced to this standard.~~

~~(c) A property with no existing, legally erected, nonconforming, freestanding sign(s) larger than 128 square feet may retain one existing, legally erected, nonconforming freestanding sign between thirty-two (32) square feet and 100 square feet in size and fifteen (15) feet in height but any sign larger than this standard shall be reduced to this standard if a single sign or the standards below if more than one sign exceeds this standard.~~

~~(d) All existing nonconforming, freestanding signs not covered in subsections (2)(a), (2)(b) or (2)(c) of this section shall be reduced to the new sign standard of thirty-two (32) square feet in area and ten (10) feet in height.~~

~~(e) All existing, legally erected, nonconforming facade signage erected prior to the passage of the 1993 sign code may be retained but shall not be enlarged in area or changed in location.~~

~~(3) Clallam County passed a comprehensive sign code in 1993. Since the 1993 sign code did not require nonconforming signs to come into compliance, all owners of legally erected, nonconforming signs have already had at least seven (7) years to amortize their signs. Nonconforming signs which must be brought into conformance with the area and/or height standards of this chapter may elect to do so after an amortization period that begins either, on the date of the original sign building permit and runs for a term of one year for every \$1,000 of project value claimed on the original sign building permit, or alternatively, two (2) years from the effective date of this chapter whichever is greater.~~

~~(4) Any sign which was nonconforming under the sign code adopted in 1993 (formerly Chapter 9.26 CCC) or under this code that has been enlarged shall be subject to conformance with the standards of this code without the amortization periods provided in subsection (3) of this section for legally established nonconforming signs after the notice specified in this title is provided to the owner. If the enlarged portions of the sign are not removed within the period specified in the notice, the entire sign becomes a prohibited sign subject to immediate conformance with the area and height requirements of this code.~~

~~(5) Any sign erected after the passage of the 1993 sign code (formerly Chapter 9.26 CCC) that was a prohibited sign under the 1993 sign code shall be subject to removal by the County after the notice specified in this title is provided to the owner.~~

(6) Properties with nonconforming signage shall only be allowed to erect new or replacement signage requiring a certificate of compliance after bringing an equivalent number of nonconforming signs on the property into conformance with the standards of this chapter.

~~(7) A change in commercial or industrial land use as determined from review of land uses listed for each zone or change in a conditional use or a change of use under Section 3405 of the Uniform Building Code shall require all signage to come into conformance with the new sign standards of this chapter.~~

(8) Nonconforming signs which have had the entire sign face area taken down to the ground as a result of natural disaster or which are removed as a result of loss of lease or are removed as a result of a construction project shall not be re-erected without bringing them into conformance with this chapter. No work on an undamaged, existing nonconforming sign that brings such sign into greater conformance with this code shall be considered to be a sign removal requiring conformance with the standards for new signage.

~~(9) A sign or sign structure removed by the County shall be held not less than thirty (30) days after notice to the owner by the County during which period it may be recovered by the owner upon paying the County for cost of removal and storage, and upon payment of any imposed fine. If not recovered within the thirty (30) day period, the sign or sign structure is hereby declared abandoned and title thereto shall be vested in the County for disposal in any manner permitted by law.~~

~~(10) All existing illuminated signs, other than facade signs, located in Rural Commercial, Rural Limited Commercial and Rural Neighborhood Commercial zoning districts and which:~~

~~(a) Are within 600 feet of the outer boundary of a designated scenic and recreational highway; and~~

~~(b) Do not advertise a business that is open during the entire time the sign is illuminated, shall be allowed a five (5) year amortization period after which lighting to these signs must be set by timer to be off when the business closes in order to further the goal in CCC 33.57.010(1)(c).~~

~~(11) To encourage the retrofit of nonconforming signs to the standards of this chapter, Clallam County establishes an incentive program to assist owners of such signs. The County will make available, on a competitive basis, the total sum of \$30,000 for a program to assist the owners of nonconforming signs to replace or retrofit such signs into a sign that meets the standards of this code. The \$30,000 County funding set aside for this program may also be used as a match to scenic byway grant funding available to remove outdoor advertising signs.~~

33.57.090 Signage visible from a scenic highway.

A permit or other written approval is required from the Washington State Department of Transportation prior to review of certain types of sign permits by Clallam County for those areas within 600 feet of a designated scenic and recreational highway to show conformance with the Scenic Vistas Act and the Highway Advertising Control Act (Chapter 468-66 WAC).

33.57.100 Variances.

Applications for a variance from the standards established by this code shall be processed as Type III permits as set forth in Chapter 26.10 CCC and the review criteria outlined in Chapter 33.30 CCC, Variances. Variances shall not be permitted for modification to the number of signs and sign types specified in this chapter. Sign size variances shall not exceed 10 percent of the standard required unless it can be demonstrated that the sign qualifies as a community landmark sign and must show that the increase is required to allow the sign owner to purchase a standardized sign required by a national manufacturer who does not offer signs in a conforming size. A sign size (area) variance of less than 10 percent in area that meets the preceding criteria shall be processed as a Type II administrative variance as set forth in Chapter 26.10 CCC. Sign height variances over the 10 percent limit are available to those business owners that can demonstrate that their nonconforming sign qualifies as a community landmark sign. A community landmark sign must predate the effective date of this code by at least 20 years, have advertised the same business under the same name for all of that time, have become an important cultural landmark to County residents and would be difficult to retrofit to the nonconforming sign standard without destroying the unique character of the sign.

33.57.110 Review of Administrator's action (appeals).

Any person aggrieved by the granting, denying or rescinding of a decision of the Administrator made under this chapter may seek review from the Hearing Examiner in accordance with Chapters 33.33 and 26.10 CCC. The request must be in writing setting forth the basis of the appeal and must be accompanied by the appropriate fees outlined in Chapter 5.100 CCC.

33.57.120_Severability.

If any provision of this chapter or its application to any person or circumstance is held invalid, the remainder of this chapter or the application to other persons or circumstances shall not be affected.

AGENDA

Clallam County Planning Commission

Meeting of July 20, 2022 6:00 p.m.

The Clallam County Planning Commission will conduct a regularly scheduled meeting on **Wednesday, July 20, 2022, at 6:00 p.m.** in Room 160 of the Clallam County Courthouse, 223 East Fourth Street, Port Angeles, WA 98362. The meeting can also be attended via Zoom through meeting number 857 7304 5582 with passcode 12345.

The information provided to the Commission in preparation for this meeting is available at:
<https://websrv7.clallam.net/forms/uploads/PlanningCommissionPacket.pdf>

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. ROLL CALL**
- D. WELCOME**
- E. APPROVAL OF MINUTES**
- F. ANNOUNCEMENTS**
- G. PUBLIC COMMENT – Please Limit Comments to Three Minutes**
- H. UNFINISHED BUSINESS**
- I. PUBLIC HEARING: none**
- J. WORK SESSION ITEMS: Sign Ordinance**
- K. PUBLIC COMMENT – Please Limit Comments to Three Minutes**
- L. ADJOURNMENT**

Members:

Chair, Steve Gale & Vice-Chair, Ron Long
Robert Miller; N. Bonnie Booth; M. Ingrid Carmean; Jeff Carter; Thomas Butler

Department of Community Development Staff:

Donella Clark, Principal Planner

Chapter 18.58 SIGN CODE

Sections:

- [18.58.010 Purpose – Intent.](#)
- [18.58.020 Definitions.](#)
- [18.58.030 Administrative provisions.](#)
- [18.58.035 Kiosk signs.](#)
- [18.58.040 Enforcement and penalties – Permanent signs.](#)
- [18.58.045 Enforcement and penalties – Temporary and portable signs.](#)
- [18.58.050 Variances – Permanent signs.](#)
- [18.58.060 Exemptions – Permanent signs.](#)
- [18.58.065 Exemptions – Temporary signs.](#)
- [18.58.066 Exemptions – Portable signs.](#)
- [18.58.067 Special event and temporary activity signage.](#)
- [18.58.070 Prohibited signs.](#)
- [18.58.080 Washington State Department of Transportation signs.](#)
- [18.58.090 Temporary signs requiring a permit.](#)
- [18.58.094 Garage sale signs.](#)
- [18.58.100 General regulations.](#)
- [18.58.110 Signs in commercial and industrial districts.](#)
- [18.58.115 Downtown sign standards.](#)
- [18.58.120 Signs in residential areas.](#)
- [18.58.130 Signs for uses with special needs.](#)
- [18.58.135 Political campaign signs.](#)
- [18.58.140 Nonconforming signs – Permanent signs.](#)
- [18.58.150 Removal of abandoned or obsolete signs and structures.](#)
- [18.58.160 Maintenance.](#)
- [18.58.170 Liability.](#)
- [18.58.180 Constitutionality.](#)

18.58.010 Purpose – Intent. [SHARE](#)

The city council finds that it is necessary and desirable to create a legal framework for a comprehensive and balanced system of street graphics to facilitate an easy and pleasant communication between people and their environment and to avoid the visual clutter that is potentially harmful to traffic and pedestrian safety, property values, business opportunities, and community appearance. Generally, signs should not be on city property. Generally, signs in the downtown area should be oriented for pedestrian traffic rather than motor vehicle traffic. With these purposes in mind, it is the intent of this chapter to authorize the use of street graphics which are:

- A. Compatible with their surroundings;
- B. Appropriate to the activity that displays them;
- C. Expressive of the identity of individual activities and the community as a whole; and
- D. Legible in the circumstances in which they are seen.

Sequin

Nothing in this chapter is intended to affect noncommercial free speech which has been exempted from regulation by constitutional court decision applicable in this state. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.020 Definitions. [SHARE](#)

"Abandoned or obsolete sign or structure" means a legal nonconforming sign and/or structure that for a period of more than one year does not correctly identify, exhort, or advertise any person, business, lessor, lessee, owner, product, or activity conducted or available on or off the premises on which such sign is located.

"Advertising vehicle" means any vehicle not used in the daily operation or transport of goods or services which is parked on, or otherwise located near and visible from, a public right-of-way, which has attached thereto, or located thereon, any sign or advertising device for the primary purpose of providing advertisement for, or direction to, a business or activity of a business.

"Awning" means a structure, as of canvas, plastic or metal, extended before a window, door, etc., as a protection from sun or rain.

"Billboard" means any sign which directs attention to a business, commodity, service or entertainment conducted, sold, or offered elsewhere than on the premises.

"Building frontage" means the linear width of the face of a building, or lease area in multi-tenant buildings, which fronts on or along a public street or highway or a private road accessible for the vehicle circulation of the general public, not including alleys, or the frontage on a parking lot accessible by the public.

"Building parapet" means a building wall extending vertically above the plate line of the roof where it intersects the wall.

"Building sign" means any sign attached to a building, as contrasted to a freestanding sign.

"Canopy" means a roof-like projection from a building offering protection from sun or precipitation which typically runs continually across the face, or a portion of the face, of a building. (See "Awning"; "Marquee.")

"Canopy sign" means a sign attached to or integrated into a canopy.

"Cantilevered sign" means a freestanding sign projecting from and anchored to one or more sides of a vertical supporting pier structure. (See "Capital sign.")

"Capital sign" means a freestanding sign set on top, as a capital, of a vertical supporting structure of a lesser width than the sign.

"Center identification sign" means a freestanding sign structure containing the name identifying an integrated business development, and may also include identification signs on which the names and nature of businesses only within the development are uniformly displayed.

"Changeable copy sign/reader board" means a sign or portion thereof with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign.

A sign on which the message changes more often than eight times per day shall be considered an animated sign and not a changeable copy sign for the purposes of this chapter. A sign on which the only copy that changes is an electronic or mechanical indication of the time and/or temperature is considered a "time and temperature" sign and not a changeable copy sign for the purposes of this chapter.

"Combination signs" means two or more signs supported by the same structure.

"Community event" means a special event permitted by the city or an event which is nonprofit and charitable and intended to benefit community members including such events as blood drives, food drives, book sales, bake sales, car washes and similar events which are infrequent and of short duration.

"Department" means the department of community development.

"Directional" means directing traffic, either vehicular or pedestrian, to parking, entry, exit, loading, drive-in facility or other similar locations on site.

"Director" means the director of community development.

"Festoon" means materials or devices, whether or not they contain printed material, which are attached to real or personal property with the purpose or effect of attracting public attention to an object or site. Festoons include flags, pennants, balloons, ribbon, tinsel and other similar materials, regardless of size. Festoons are deemed to be signs.

"Flag" means any fabric, banner, or bunting containing distinctive colors, patterns, or symbols, used as a symbol of a government, political subdivision or other entity.

"Follow-through sign" means an off-premises, directional sign limited in size, number and location based on the requirements of Department of Transportation rules to provide information on the location of commercial activities which are advertised on state-approved highway "gas-food-lodging" signs.

"Freestanding sign" means any permanent sign not attached to a building.

"Home occupation" means a clearly ancillary and secondary commercial use on residential property run by the owner/occupant of the residential dwelling unit as defined and permitted by the Sequim Municipal Code.

"Integrated development" means a development consisting of five or more related establishments in separate units, in the same or different buildings and on the same or individual lots, using common driveways and on-site parking.

"Mansard roof" means any roof that has an angle, as measured from the horizontal, greater than 45 degrees and which derives part of its support from the building wall and is attached to (but not necessarily a part of) a low-slope roof with a pitch of less than 3:12 and which extends along the full length of the front building wall or three-quarters of the length of a side building wall.

"Marquee" means a roof-like projection over an entrance, as to a theater.

"Marquee sign" means a sign attached to or forming a marquee.

"Monument sign, large" means a freestanding sign not exceeding eight feet in height, supported by a solid pedestal extending the entire length of the sign.

"Monument sign, small" means a low-profile, freestanding sign, not exceeding four feet in height, supported by a solid pedestal extending the entire length of the sign.

"Multi-tenant" means a single building occupied by two or more tenants, with each tenant's space distinctly separate from other spaces.

"Noncommercial sign on residential property" means address, no soliciting, no trespassing, children at play, guard dog, celebratory decorations or signs related to a noncommercial event, yard sale, missing pet, child's lemonade stand and similar signs.

"Off site" means an outside sign which is not located on the premises of the entity or person related to the sign or if it is located on governmental property including rights-of-way. A sign shall not be considered "off site" if it is no larger than two feet wide and three feet high and is touching or next to a zero lot line structure on sidewalk right-of-way.

"Outdoor menu board" means an outdoor sign, associated with a restaurant or other business with a drive-through window, which gives a detailed list of foods or other goods and prices that are available at the business. Such signs are permitted on site.

"Pad lot" means a separate legal parcel in an integrated commercial center designed to house a separate freestanding building for a single business.

"Parcel" means an individual, legally created lot.

"Permanent sign" means a legally placed sign intended to be "permanently in place" for the duration of the allowed, underlying land use. Examples of permanent signs may include, but are not limited to, wall signs, projecting signs, freestanding or monument signs, signs painted on awnings, or any other sign permanently affixed to the ground or a structure.

"Pole sign" means any freestanding sign supported by a single long slender vertical support of wood or metal, etc., that is in excess of eight feet in height.

"Political campaign signage" means signs advertising an existing or potential ballot issue upon which residents of Sequim may be eligible to vote.

"Portable sign" means any sign that is intended to be in place for a limited duration, is capable of being moved easily, and is not securely affixed to the ground or a structure. These signs typically include, but are not limited to, signs commonly known as sandwich boards, A-frames, etc., and which are not affixed to the ground or to a structure.

"Private property" means all property legally owned by a private person(s) and/or entity.

"Projecting sign" means a sign affixed to a building or wall in such a manner that its leading edge extends more than six inches beyond the surface of such building or wall.

"Pylon sign" means any gate-like, freestanding sign supported by multiple supporting structures.

"Retail center, major" means a commercial center of 10 or more businesses on one or more parcels designed as a single integrated development. (See "Shopping center.")

"Retail center, minor" means a commercial center of five to nine businesses on one or more parcels designed as a single integrated development.

"Setback" means the distance from the property line to the nearest part of the applicable building, structure, or sign, measured perpendicularly to the property line.

"Shopping center" means an integrated retail center with common parking, landscaping and circulation with multiple businesses containing retail, service, restaurant and entertainment uses among at least one anchor store and multiple smaller tenants.

"Sign area" means the entire area within the outside border of the sign. The area of a sign having no continuous border or lacking a border shall mean the entire area within a single continuous perimeter formed by no more than eight straight lines enclosing the extreme limits of writing, representations, emblem, or any figure or similar character, together with any frame or other material or color forming an integral part of the display or used as a border excluding the necessary supports or uprights on which such sign is placed. Where a sign has two or more faces, the area of all faces shall be included in determining the area of the sign, except that where two such faces are placed back to back and are at no point more than three feet from one another, the area of the sign shall be taken as the area of one face if the two faces are of equal area, or as the area of the larger face if the two faces are of unequal area.

"Sign height" means the height of the sign measured from the general natural grade at the base of the sign to the highest point of the sign structure.

"Special activity permit" means a permit issued pursuant to Chapter 18.68 SMC by the city for temporary structures and/or activities including temporary business activities and special sales events.

"Street frontage" means the lineal extent of a parcel of land along a public street or highway or a private road accessible for the vehicle circulation of the general public, not including alleys as measured from one side property line intersecting said street right-of-way to the next lot line intersecting said street.

"Strip mall" means a kind of retail shopping location along a street or road consisting of a series of adjoining shops, small businesses in a building or buildings typically with a uniform front design and direct access to each shop from a common parking area in front or back. Strip malls do not include "big box" stores over 60,000 square feet.

"Temporary sign" means any on-site sign, banner, pennant, balloon, flyer, or other display constructed of wood, cloth, canvas, light fabric, plastic, cardboard and/or other light materials, with or without frames, securely, but not permanently, affixed to the ground or a structure, intended to be displayed for a limited time only. Painted window signs which are readily removed by washing shall be considered temporary signs.

"Triggering event" means the event for which the temporary or portable signage is sought. Triggering events are limited to events listed in SMC 18.58.065 which include only when the building is for sale,

rent or lease or when there is an outside product merchandise display on-site or when there is a grand opening of a business or when it is going out of business.

"Wall sign" means a sign attached parallel to, but within six inches of, a wall, painted on a wall surface, or erected and confined within the limits of an outside wall of a building or structure (including a parapet, gable or mansard extension of such wall which is supported by such wall or building) and which displays only one sign face. (Ord. 2014-006 § 1 (Exh. A); Ord. 2012-017 § 1 (Exh. A); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.030 Administrative provisions. SHARE

A. Administration. The provisions of this chapter will be administered and implemented by the director of community development. Enforcement is done in cooperation with other city departments.

B. Interpretation. Where there is any dispute concerning the interpretation of this chapter, the decision of the director of community development will prevail subject to the appeal provisions of this chapter.

C. Permit Required. A sign permit for each sign must be obtained from the department of community development prior to the placing, erecting, moving, reconstructing, altering or displaying of any exterior signs, excluding change of face or copy on existing signs, unless exempted by SMC 18.58.060. A building permit and/or electrical permit may also be required under the provisions of the International Building Code and Uniform Sign Code. No sign may be placed within the public right-of-way without approval of the public works director, except as may be permitted by this chapter.

D. Application for Permits. Application for sign permits must be made to the department on a form provided by the director. Such application will require:

1. Name of business, city business license number, and address of sign location;
2. Name, signature, and title of applicant;
3. Name, signature, and address of property owner; and/or
4. Name, signature, and address of property owner's legal agent;
5. Name(s) and address(es) of contractor(s), Washington contractor's registration number, and city business license number;
6. Description of the work to be performed including type, size, and construction of sign;
7. Description of type, size, and location of other existing signs applicable to determination of compliance with the provisions of this chapter including reference to any approved master sign program;
8. Attachments, including scaled and dimensioned site plan and building elevations showing size, height, location, copy, construction, and materials of the sign;

9. Attached building permit, if required, with construction details, including attachment and footing details, wind load calculations, ULI number, point of electrical connection and/or location of associated electrical fixtures and structural engineer's wet stamp, if required.

E. Fee. The fee for review of a sign permit application and issuance of a sign permit is as established by the city council. (See SMC 3.68.030(F) for sign permit fees.)

F. Issuance of Permit. Upon the filing of an application for a sign permit, the plans, specifications and other data will be examined by the director and the building official, and if it appears the proposed sign is in compliance with the requirements of this title and all other laws of the city, the director will issue a sign compliance permit and the building official will then issue the building permit, if required.

G. Appeals. Appeals of the interpretation, enforcement, and decisions made under the provisions of this chapter must comply with SMC Title 20. (Ord. 2022-011 § 1 (Exh. A); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-017 §§ 1, 2; Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.035 Kiosk signs. [SHARE](#)

The city may provide kiosks on public property or rights-of-way. Such kiosks may display signs of a size and style, including type font specification determined by the city by administrative policy. In addition to city announcements, space may be provided for a fee to display off-site messages which are commercial for-profit or nonprofit. Messages displayed in a kiosk shall be in lieu of other off-site signs by the same individual, business, or organization. (Ord. 2012-011 § 1 (Exh. A))

18.58.040 Enforcement and penalties – Permanent signs. [SHARE](#)

A. Inspections. The building inspector or designee is authorized, upon presentation of proper credentials, to enter or inspect any building, structure, or premises in the city for the purpose of inspection of a sign and its structural and electrical connections to ensure compliance with all applicable codes and ordinances. Such inspections shall be carried out during business hours unless an emergency exists.

B. Removal of Signs. Those signs which pose a threat to the public health, safety and welfare, are located within the city right-of-way or other public property, or were illegally established are considered a public nuisance and may be removed by the building inspector without prior notification.

C. Notice of Violation. Whenever the building inspector or designee determines that a violation of this chapter exists, a notice of violation shall be issued which specifically indicates:

1. Which provisions of this chapter are being violated.
2. What steps are necessary to correct the violation.
3. Statement that the owner shall have 45 days from the date the notice is given in which to correct the violation; except temporary signs, banners, and portable signs which shall be dealt with as set forth herein.

4. Failure to comply with the notice will result in an administrative fee of \$100.00 being assessed against the violator. Please refer to subsection (E)(1) of this section.

D. Delivery of Notice. The building inspector or designee shall:

1. Leave a copy of the notice of violation with the occupant or person in charge of the property, or post it in a conspicuous place on the subject property if no one is present, or send a copy of the notice by certified mail, return receipt requested, to the occupant or person in charge of the property on which the violation is taking place; and

2. Send a copy of the notice by certified mail, return receipt requested, to the owner of the subject property.

E. Second Notice. In the event that the violation shall not be corrected within the time frame set forth in the notice of violation, the building inspector or designee shall send a second notice of the violation. The notice shall contain all items specified in subsections (C)(1) through (3) of this section, and shall also indicate:

1. That the \$100.00 administrative fee has been assessed against the violator and will have to be paid in addition to the violation being corrected; and

2. Failure to comply with the notice subjects the violator to civil and criminal penalties. The second notice of violation shall be given in the same manner as the first notice.

F. Removal of Signs by the Building Inspector. In the event that the violator does not correct the violation in the time set forth and does not pay the administrative fee, the following penalties shall apply, and the building inspector shall have the authority to remove the sign at the owner's expense.

G. Civil and Criminal Penalties. In the event that the violator does not correct the violation in the time set forth and pay the administrative fee, the following penalties shall apply:

1. Penalty for First Offense. Any person who commits any violation of this chapter, where such violation constitutes a first offense and where such person has failed to pay the administrative fee in response to a second notice, shall have committed a civil infraction and, upon a finding by the court or hearing officer, whichever is the appropriate body, such infraction has been committed, shall pay a monetary penalty to the city of Sequim in an amount not to exceed \$250.00.

2. Penalty for Second or Subsequent Offense. Any person who violates or fails to comply with any provision of this chapter, where such person has been adjudged by the court to have committed a previous violation of such provisions and where such person has failed to pay the administrative fee in response to the second notice of violation, shall be guilty of a misdemeanor, and upon conviction thereof, shall be punished by a fine of not more than \$1,000 or imprisonment for a period not to exceed one year or by both such fine and imprisonment. In addition, each day or portion thereof during which any violation of this chapter is committed or permitted shall constitute a separate offense.

3. Additional Remedies. Any nonconforming sign is a public nuisance and may be abated. In addition to any other remedy provided by this chapter, the city may initiate injunction or abatement proceedings or any other appropriate action in the courts against any person, firm or corporation who violates or fails to comply with any provisions of this chapter to prevent,

enjoin, abate or terminate violations of this chapter or to restore a condition which existed prior to the violation. The violator shall pay the costs of such action including reasonable attorneys' fees. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.045 Enforcement and penalties – Temporary and portable signs. SHARE

A. Property Owners or Occupants Liable. Property owners or occupants who have temporary or portable signs located on their property or upon adjacent rights-of-way where they are the underlying owner shall be presumed to have consented to the sign placement. Owners or occupants who have temporary or portable signs in violation of this chapter shall be liable for those signs. It shall be the duty of the property owner or occupant to ensure that each temporary and/or portable sign placed on the owner's or occupant's property complies with this chapter and that noncompliant signs are promptly removed in accordance with SMC 18.58.066(D). Property owners upon whose property a private sign has been placed without permission, in order to rebut the above presumption, may remove any such private sign, may, but are not required to, notify the persons responsible for placement of the sign to remove it if the owner's identification and contact information is on the sign, or may notify the city code compliance officer of the unpermitted sign.

B. Penalty. Violation of this chapter is a Class 2 infraction subject to the penalties described in RCW 7.80.120(1)(b) as may be amended. Each day or portion of a day in violation is considered a separate offense pursuant to SMC 1.12.010(B).

C. Penalty for Failure to Respond to or to Pay an Infraction. Any person who fails to respond to an infraction notice may be charged with a misdemeanor crime pursuant to RCW 7.80.160(1). Any person who fails to pay a monetary penalty and/or perform community restitution may be found in contempt of court pursuant to RCW 7.80.160(2). (Ord. 2021-017 § 1 (Exh. B); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A))

18.58.050 Variances – Permanent signs. SHARE

The city recognizes that for certain parcels and buildings it may not be possible for an applicant to conform to all the foregoing requirements or strict adherence may deny the property of type of signs and/or sign area that was the intent of the code. Therefore, the hearing examiner may grant variances from these requirements for permanent signs when all of the following conditions are found to apply:

A. That any variances granted must not constitute a grant of special privilege inconsistent with the limitation upon other properties in the same zoning district and similar circumstances.

B. That because of special circumstances applicable to the subject property, including size, sight line, setbacks, location or surroundings, the strict literal application of this chapter is found to deprive the subject property of privilege enjoyed by other properties in the same zone and similar circumstances.

C. That under the circumstances of this particular case, the variance, rather than the literal application of this chapter, actually carries out the spirit and intent of this chapter. (Ord. 2019-004 (Exh. B); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.060 Exemptions – Permanent signs. SHARE

The following nonilluminated signs shall be exempt from the permitting and fee requirements of this chapter, subject to the limitations provided in this chapter, or as otherwise provided by state law. Nothing in this chapter should be construed to exempt compliance with the latest building and sign codes adopted by the city.

A. Signs erected or posted within the right-of-way of a street or alley or elsewhere for public safety and welfare, or pursuant to any law or regulation or otherwise required or directed by the city of Sequim; this includes, but is not limited to, signs erected and maintained by federal, state, or local government, including the city of Sequim, and those erected and/or maintained on behalf of the federal, state, or local government, including the city of Sequim.

B. On-site directional sign (limited to one) not exceeding three square feet in area and three feet in height.

C. On-site nonadvertising signs relating to trespassing and hunting, not exceeding two square feet in area and with a minimum separation of 100 feet.

D. On-site signs indicating business hours and emergency contact information not exceeding two square feet in area.

E. On-site seasonal decorative banners containing no advertising or promotion of goods and services.

F. Signs identifying community service structures or containers such as phone booths, transit shelters, and solid waste and recycle collection containers.

G. Private parking and tow away signs.

H. Flags displayed from permanently located freestanding or wall-mounted flag poles designed for the raising and lowering of U.S., Washington State or city flags.

I. Noncommercial signs on residential property not to exceed 10 square feet total signage. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.065 Exemptions – Temporary signs. SHARE

A. All signs located within an enclosed structure are exempt.

B. The following nonilluminated signs shall be exempt from permitting and fee requirements. Signs erected or posted under this section shall not be regulated by content, but are typically and customarily used to advertise real estate for lease or sale, construction, sales or specials, political or ideological positions, etc. Signs must be removed within two days after the triggering event has ended. For the purposes of this section, multiple adjacent parcels that are legally described as individual lots and that are owned by the same person(s) or entity shall be considered a single lot. Each subset outlined below shall be limited to the signage allowed for that subset only. Political signs are allowed under this section and also under SMC 18.58.135. Governmental temporary signs are exempt.

1. Mixed Use Zones. Each use shall be governed by the signage regulations appropriate to that use delineated below, i.e., commercial signage for commercial use, residential signage for residential use.

2. Commercial Zones – On Site.

a. Individual Lots.

i. One sign not to exceed four square feet and two feet in height which must be removed after the structure is leased, sold, or rented, or the construction or remodel is completed.

b. Multi-Tenant Complex. For each business licensed with the city of Sequim:

i. One sign not to exceed four square feet and two feet in height which must be removed after the structure is leased, sold, or rented, or the construction or remodel is completed.

c. Multiple Businesses on a Single Lot. For each business licensed with the city of Sequim:

i. One sign not to exceed four square feet and two feet in height which must be removed after the structure is leased, sold, or rented, or the construction or remodel is completed.

3. Residential Zones – On Site.

a. Single-Family Residence – Individual Lots.

i. One sign not to exceed four square feet and two feet in height and must be removed after the structure is leased, sold, or rented, or the construction or remodel is completed.

b. Multifamily Residence. For each residence:

i. One sign not to exceed four square feet and two feet in height and must be removed after the structure is leased, sold, or rented, or the construction or remodel is completed.

4. Public Facilities – On Site. For each lot:

a. One sign not to exceed four square feet and two feet in height per frontage.

b. One sign not to exceed 15 square feet.

5. Research and Development Park – On Site. For each lot:

- a. One sign not to exceed four square feet and two feet in height per frontage and must be removed after the structure is leased, sold, or rented, or the construction or remodel is completed.

6. All Commercial Zone Areas – Outdoor Product Displays – On Site. Signs shall not be regulated by content but are typically and customarily used to advertise specific products for sale on on-site outdoor displays. Signs may be placed on outdoor product displays if:

- a. The sign does not exceed 25 percent of the face of the display on which the sign is located;
- b. The display contains only products actually available for sale at that site by the owner or occupant of the property;
- c. The displays are not located within the public right-of-way;
- d. The sign is removed when the product display is not located outside;
- e. Only one sign per product display shall be allowed;
- f. The display does not interfere with pedestrian traffic or obstruct view of vehicular traffic.

7. All Commercial Zone Areas – Grand Opening or Going Out of Business Events.

a. Individual Lots.

- i. One sign not to exceed four square feet and two feet in height which must be removed after 30 days.

b. Multi-Tenant Complex. For each business licensed with the city of Sequim:

- i. One sign not to exceed four square feet and two feet in height which must be removed after 30 days.

c. Multiple Businesses on a Single Lot. For each business licensed with the city of Sequim:

- i. One sign not to exceed four square feet and two feet in height which must be removed after 30 days.

8. Handheld Signs. Handheld signs, including sandwich board worn signs, are not exempt from permit requirements except for community and special events; provided, that, when authorized by a permit:

- a. No handheld sign exceeds six square feet in area.
- b. No person carrying a handheld sign interferes with, blocks, or impedes vehicular traffic or pedestrian movement. Such signs shall not be displayed in the traffic vision triangle at street corners.

- c. Handheld signs may be on or off the site of the sign owner or proponent.
 - d. These requirements apply when the person is adjacent to a public roadway or is not participating in a permitted parade or other permitted special event.
 - e. Handheld signs shall comply with all requirements for off-site portable signs and shall be considered off-site portable signs.
 - f. Handheld signs, in addition to all other limits, shall be allowed only in the downtown subarea zone.
 - g. Handheld signs are considered temporary signs for purposes of determining the number of temporary signs allowed.
- C. In addition to other time restrictions, all temporary signs shall be removed after 12 consecutive months regardless of whether the triggering event has ended. Each sign must have a minimum of 60 days or a duration equal to the length of time displayed, whichever is longer, between subsequent displays.
- D. All signs must be placed and sized in a manner so as not to interfere with vehicular or pedestrian traffic, visibility, line of sight, or public safety, which includes but is not limited to vision triangles. All signs must be properly secured and comprised of quality materials to avoid causing litter or debris. Any sign that is faded, torn, damaged, or in disrepair shall be immediately repaired or removed.
- E. Portable signs shall be considered temporary signs for purposes of determining the number of temporary signs allowed in this section.
- F. Signs erected or posted under this section must be entirely on the private property pertaining to the sign content and shall not be placed in medians, roundabouts, or on trees or in rights-of-way except as otherwise permitted in this chapter. Signs may not be placed on utility poles, streetlight and/or traffic signal standards unless pursuant to an agreement or permit with the city, signed by the city, which outlines the specific parameters for such placement.
- G. Temporary signs located on private property shall be the responsibility of the property owner or occupant of the property on which the sign is located. Signs placed on private property without the owner's or occupant's permission or in a manner that exceeds the scope of the owner's or occupant's permission may be taken down by the owner or occupant as specified in SMC [18.58.066\(D\)](#).
- H. City Not Responsible. The city and its officers, employees, or agents shall not be responsible for any lost or damaged signs erected or posted under this section.
- I. Penalties for violation of this section shall be as described in SMC [18.58.045](#). (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A))

18.58.066 Exemptions – Portable signs. SHARE

The following nonilluminated portable signs, which shall not include handheld signs (see temporary signs in SMC [18.58.065\(B\)\(8\)](#)), shall be exempt from permitting and fee requirements except that

portable signs shall be considered temporary signs for purposes of determining the number of temporary signs allowed in SMC 18.58.065:

A. Portable signs may be placed on private property in all zones where retail commercial uses are permitted. Each sign shall not exceed six square feet. Governmental portable signs are exempt. Portable signs shall be subject to all of the following conditions:

1. Signs shall be placed and removed each day and shall be placed no earlier than 6:00 a.m. the day before the event and be removed within one-half hour after dusk on the last day of the event, or shall be placed and removed in accordance with regular business hours, whichever is less. Signs placed by event or activity sponsors pursuant to SMC 18.58.067(C) shall be placed and removed in accordance with a valid contract or permit.

2. Only one sign may be placed on a lot or rental frontage.

3. Shopping centers, shopping malls and other similar commercial or retail locations where such locations are permitted to have a permanent sign identifying tenants or occupants of leased or rental units may not have portable signs fronting a public road except as provided in subsection (A)(3)(a) of this section. Interior portable signs in front of individual units are permitted if located at least 40 feet from the front strip mall property line/edge of right-of-way, oriented to the street; provided, that such signs are pedestrian oriented signs and not readable from a public right-of-way or from a residential zone.

- a. The owner of a strip mall may prepare a written "tenant portable sign management" policy, and supply a copy to the DCD, providing for portable signs to be placed on mall property fronting the primary street that provides entry to the mall and not on city right-of-way. The number of allowed portable signs is one portable sign, rounded up, for every five tenants, excluding every business with a primary entrance within 50 feet of the primary street. Each sign shall not be greater than 12 square feet in area or more than five feet in height, shall not be illuminated, shall be removed during nonbusiness hours and shall comply with all location safety requirements of the sign code including setbacks from driveways, location outside of vision triangles and other sight-distance requirements for safety. Signs shall be neat, readable and of a professional design.

4. Residential zoned property off-site directional signs are permitted. Each residential property is limited to two off-site signs which may be placed on private property with permission of the owner or which may be placed on the planting strip area of city right-of-way with permission of the underlying property owner or immediately adjacent owner. Where the planting strip is owned in fee by the city or other governmental agency such signs are prohibited. No signs are allowed for home occupations. All signs must be placed and sized in a manner so as not to interfere with vehicular or pedestrian traffic, visibility, line of sight, or public safety, which includes but is not limited to vision triangles. All signs must be properly constructed and comprised of quality materials to avoid causing litter or debris. Any sign that is faded, torn, damaged, or in disrepair shall be immediately repaired or removed. All such signs shall be posted for no longer than five consecutive days and shall be posted no more often than five times per year.

5. DC and DMU-I zoned property off-site directional signs are permitted only under the following circumstances:

- a. The property is between Bell and Cedar Streets and between Fifth and Sunnyside Avenues, but does not have the right to a permanent location sign visible from Washington Street or Cedar Street or Bell Street.
 - b. The sign must clearly direct viewers to the location of the property which is not visible from Washington Street or Cedar Street or Bell Street.
 - c. Each such zoned premises is limited to two off-site signs which may be placed on private property with permission of the owner or which may be placed on the planting strip area of city right-of-way. All signs must be placed and sized in a manner so as not to interfere with vehicular or pedestrian traffic, visibility, line of sight, or public safety, which includes but is not limited to vision triangles. All signs must be properly constructed and comprised of quality materials to avoid causing litter or debris. Any sign that is faded, torn, damaged, or in disrepair shall be immediately repaired or removed.
6. Signs located on private property shall be the responsibility of the property owner or occupant on which the sign is located.
 7. Signs placed on private property without the owner's or occupant's permission or in a manner that exceeds the scope of the owner's or occupant's permission may be taken down by the property owner or occupant as specified in subsection D of this section.
 8. Legible contact information shall appear on the sign, including the sign owner's name, address, and a telephone number where the sign owner can be reached during the entire time that the sign is displayed.
 9. Failure to comply with these provisions may result in penalties prescribed under SMC 18.58.045.

B. City Not Responsible. The city and its officers, employees, or agents shall not be responsible for any lost or damaged signs located on public property, public rights-of-way, or public easements while on the property, right-of-way or easement, or in city custody.

C. All signs must be placed in a manner so as not to impede or interfere in any way with pedestrian or vehicular traffic, visibility, line of sight, or public safety.

D. Owners or occupants may take down unlawful signs placed on their property without permission.

E. All signs must be of durable construction and comprised of quality materials to avoid causing litter or debris. Any sign that is faded, torn, damaged, or in disrepair shall be immediately repaired or removed.

F. Penalties for violation of this section shall be as described in SMC 18.58.045. (Ord. 2014-006 § 1 (Exh. A); Ord. 2012-017 § 1 (Exh. A); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A))

18.58.067 Special event and temporary activity signage. SHARE

A. Sponsors of special events permitted under Chapter 8.38 SMC and temporary use permittees may have signs as allowed under SMC 18.58.065 in accordance with the zoning of the property where the event or activity will be held. The total of all signs on any individual lot must not exceed

the maximum number of signs otherwise allowed for that zoning district and must also comply with the special event or temporary use permit signage requirements.

B. Special event permittees who have obtained a valid special event permit pursuant to Chapter 8.38 SMC may have a maximum of 10 temporary and/or portable signs, each sign not to exceed eight square feet. These signs are not regulated by content but are typically and customarily used for way finding or traffic regulation. A valid special event permit is not an agreement for the purposes of subsection C of this section. All such signs must comply with the terms of the permit.

C. Special event sponsors who contract with the city as a co-sponsor for their event may have a maximum of 20 temporary and/or portable signs, each sign not to exceed eight square feet, as approved through their agreement with city council.

D. If subsection B or C of this section applies, sponsors may place portable signs on the sidewalk only as may be specified and allowed by a valid permit or agreement.

E. All portable signs must conform to the time requirements specified in SMC 18.58.066(A)(1), and all temporary signs must be removed within 24 hours of the end of the event, unless there is a valid contract in place that specifies different time requirements.

F. All signs relating to an exempt special event or temporary use must have contact information on the sign as required under SMC 18.58.066(A)(8).

G. No sign erected under this section can be illuminated in any manner.

H. No sign can be placed or located in any way that may interfere with pedestrian or vehicular traffic, visibility, line of sight, or public safety, which includes but is not limited to vision triangles.

I. Penalties for violation of this section are as described in SMC 18.58.045. (Ord. 2021-012 § 1 (Exh. B); Ord. 2020-011 § 1 (Exh. B); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A))

18.58.070 Prohibited signs. SHARE

While no sign is permitted, except as expressly stipulated by this chapter, the following signs are listed as prohibited in the interest of clarity, public interest and safety:

A. All off-premises signs, including billboards, except as otherwise permitted in this chapter.

B. Pole signs.

C. Signs which exceed the top of the roof or parapet on which they are attached.

D. Signs on vehicles, trailers, boats, or other similar property parked on private property, unless SMC 18.58.065(B)(6) applies.

E. Animated, rotating signs or those incorporating in any manner flashing or intermittent lighting.

F. Signs resembling in size, shape and/or color official safety and traffic signs and/or devices such as stop and turning signs and traffic signals.

- G. Signs located in the public right-of-way, except as expressly permitted by this chapter.
- H. Signs placed on utility poles, street light poles or traffic control device supports or trees, unless placement is allowed under SMC 18.58.065(E).
- I. Festoons, unless placement is authorized as a community event.
- J. Abandoned signs and structures, subject to provisions of SMC 18.58.150.
- K. Any signs, devices, or structures which constitute a hazard to public safety. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.080 Washington State Department of Transportation signs.

 **SHARE**

Highway commercial follow-through signs for a legally established and licensed business in the city of Sequim may be permitted as defined and legally required by state of Washington statutory authority and, as consistent with that authority, required by the Washington State Department of Transportation (WSDOT) as a condition to participate in any established highway sign program and in compliance with the sections of this chapter, and in compliance with the following criteria:

- A. Size. Meet minimum criteria by WSDOT for follow-through signs as may be legally required and defined by statutory authority.
- B. Number. Minimum required by WSDOT as legally defined and established through statutory authority.
- C. Color. Same as sign on highway.
- D. Support Structure. Designed and owned by city of Sequim to hold multiple signs.
- E. Location. To be determined by city in compliance with requirements of WSDOT Logo Program or other highway sign programs as may be legally required and defined by statutory authority. Signs shall be selected for posting on the city support structure on a first come; first served basis up to the limit of spaces available on the structure.
- F. Material. Same as WSDOT specifications for logo signs.
- G. Ownership. Signs shall be owned by business.
- H. Purchase. By applicant as provided for by WSDOT program.
- I. Maintenance. Sign is applicant's responsibility; structure a city responsibility.
- J. Installation Fee and Annual Fee. An installation fee and an annual fee may be charged by the city for follow-through signs as set forth in the city fee ordinance. (Ord. 2015-013 § 1 (Exh. A); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.090 Temporary signs requiring a permit. SHARE

The purpose of this section is to provide an opportunity to obtain additional temporary on-site signage beyond what is exempted in SMC [18.58.065](#). Additional temporary signs shall be allowed as outlined below. This signage shall not be regulated by content, but is typically and customarily used to advertise special events, sales, store openings, and other similar, infrequent events on banners. For the purposes of this section, multiple, adjacent parcels that are legally described as individual lots and that are owned by the same person(s) or entity shall be considered a single lot.

A. Commercial Zones.

1. Number. Maximum of two signs per individual lot.
2. Size. Maximum total lot signage area of 24 square feet.
3. Display Period. Maximum of 15 consecutive days, four times per calendar year. Signs must have a minimum of 30 consecutive calendar days between each 15 days of display of a temporary sign.

B. Public Facilities Zones.

1. Number. Maximum of two signs per individual lot.
2. Size. Maximum total area of 24 square feet.
3. Display Period. Maximum of 15 consecutive days, four times per calendar year. Signs must have a minimum of 30 consecutive calendar days between each 15 days of display of a temporary sign.

C. All Other Zones.

1. Number. Maximum of one sign per lot.
2. Size. Maximum total area of eight square feet.
3. Duration. Maximum of seven consecutive days, four times per calendar year. Signs must have a minimum of 30 consecutive calendar days between each 15 days of display of a temporary sign.

D. Permits. Persons responsible for the sign(s) shall obtain a temporary sign permit prior to display of temporary signs under this section.

E. Penalties for violation of this section shall be as described in SMC [18.58.045](#). (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.094 Garage sale signs. SHARE

A. Definitions. For the purpose of this chapter, the term “garage sale” shall include noncommercial yard sales, estate sales, patio sales, rummage sales, or other similar sales of 20 or more

miscellaneous used household items, and which are advertised for the general public to attend. This definition is not meant to include new handcrafted items by the sponsor of the sale.

B. Restrictions. There shall not be conducted more than four garage sales at any one location during a calendar year. The length of time for each garage sale shall not exceed four consecutive days. Goods displayed in any garage sale may not be displayed in the public right-of-way. Signs may be posted only on the property where the sale is being held and on up to two other locations directing buyers to the location of the sale. The signs must be on private yards or on the planting strip of private property and must have the permission of the owner or tenant of the property upon which they are posted. The signs shall be no larger than four square feet and shall contain, on the front or back of the sign, the name of owner or tenant conducting the garage sale, the dates of the sale and the address and phone number of the sale location. The sign shall be posted no earlier than three days before the sale and shall be removed no later than the day after the sale. Signs in compliance with these restrictions for sales in compliance with these restrictions shall not require a permit. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A))

18.58.100 General regulations.

A. Freestanding signs shall be centered along the street frontage as design and circumstances permit; however, no sign shall be placed within five feet of a property line, or driveway, except that a small monument sign may be placed within one foot of the street frontage property line.

B. Supports for pylon signs shall be at least four standard inches square for signs of eight feet in height or less with a clear area under the sign of no more than one-half the height of the sign; and for signs over eight feet in height, as may be authorized in SMC 18.58.110(D)(5), the supporting structures shall be at least two feet in width and total one-fourth the width of the sign.

C. Except as provided for in this chapter, no portion of any sign shall be located within five feet of a property line or be located in such a manner as to constitute a hazard to pedestrians or vehicles.

D. All freestanding signs shall include the address of the property in numerals and/or letters at least six inches high. Addresses over eight inches in height shall be counted as sign area. Addresses shall not be obscured by landscaping or other obstructions.

E. No commercial, freestanding signs shall be permitted on local low-density residential streets, unless the commercial property has no other street frontage.

F. All signs, except those specifically exempted under this chapter, shall be permanent in nature and be consistent with the latest version of the International Building Code adopted by the city of Sequim.

G. The size, number and locations of signs for uses approved in the "public facilities" zone or under the PUD and special property use provisions of the municipal code shall be provided for in the approval of those uses or for existing facilities as permitted with the underlying zoning district in which they are located as provided by this chapter.

H. Integrated commercial developments may be provided with relief from the strict application of the provisions of this chapter through a major use permit approving a uniform sign program which implements the intent of the chapter, is in keeping with the character, nature and location of the development and protects the public safety and property values of surrounding parcels and businesses.

I. Downtown Plan Area. The downtown plan area regulations, when adopted, may modify the regulations in this code chapter. Where the two are in conflict, the regulations in the downtown plan govern. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.110 Signs in commercial and industrial districts. [SHARE](#)

Signs shall be permitted in all commercial, professional office, industrial and mixed use zones of the city per the following regulations and as provided for elsewhere in this chapter:

A. Business in an integrated development with an approved master sign program shall comply with the conditions of that program.

B. No sign, except as otherwise permitted by this chapter, shall be permitted that does not pertain directly to an approved use or business conducted on the premises.

C. For mixed use projects permitted by the municipal code, a sign program, which implements the intent of this chapter, shall be approved as part of the discretionary approval of the planned unit development, binding site plan or other allowed application process.

D. Freestanding Signs.

1. Number. Each commercially developed parcel of land or commercial center shall be permitted one freestanding sign (consistent with the standards of this chapter) per street frontage.

2. Sign Area. For each sign, a sign area of 25 square feet or one square foot of sign area per each two lineal feet of street frontage up to a maximum sign area of 50 square feet, whichever is greater.

3. Height. The maximum height of a freestanding sign located within five feet of the public right-of-way or private street shall be four feet. Signs set back a minimum of five feet shall be permitted a height of five feet plus one-half foot of height for each additional foot of setback exceeding five feet up to a maximum of eight feet in height. Any sign in excess of eight feet as permitted by this code in subsection (D)(5) of this section shall be set back a minimum of 10 feet.

4. Location. No freestanding signs shall be located within any vision triangle or within 25 feet of the right-of-way of any street intersecting the street on which the freestanding sign fronts.

5. Multi-Tenant Properties. In addition to the above, signs shall be allowed as stipulated for the following multi-tenant properties:

a. Retail Center, Major. Shall be permitted, through approval of a major use permit for a master sign program, one monument sign per developed pad lot; one center identification sign on the primary frontage, with a sign area of 100 square feet plus 10 square feet for each acre to a maximum of 200 square feet and one center identification sign on each secondary street frontage of at least 100 linear feet with a maximum sign area of 50 square feet. Center identification signs shall not exceed the height of associated buildings or 25 feet, whichever is lower. The location of freestanding signs shall be determined by the master sign program.

b. Retail Center, Minor. Shall be permitted a single center identification sign in keeping with the limits on freestanding signs in commercial zones with an additional allowance of five square feet of sign area per tenant space on permitted freestanding signs to a maximum additional sign area of 45 square feet with a maximum sign height of 20 feet or the height of associated buildings, whichever is lower.

c. Multi-Tenant Professional and Office Buildings and Centers with More Than Four Tenants. Shall be permitted a tenant directory sign (which may be attached to a building wall) for each street frontage, with a sign area for each directory of two square feet per tenant with no additional height allowance. The sign, if not attached to the building, shall be set back from the street frontage property line a minimum of 20 feet.

E. Wall Signs.

1. Number. Each business shall be permitted one sign for each building or lease area frontage on a street or parking lot accessible to the public, except that each business in a multi-tenant property other than within the DC zone (see subsection (E)(5) of this section) with frontage on a street or parking lot accessible to the public shall be permitted only one wall sign on only one such frontage and such sign shall be on the facade of primary entry to the business.

2. Sign Area. The total sign area permitted per frontage shall not exceed one square foot for lineal foot of the frontage on which the sign is located or 25 square feet, whichever is greater, up to a maximum of 100 square feet. Frontages may not be combined to permit a larger sign.

3. Location. Signs placed on the building wall, parapet, fascia, or canopy shall be generally centered on the supporting structure or the lease area or over an entry but in no case shall a building sign be located within two feet of the end of the building wall, roof, canopy, parapet or lease area.

4. For properties zoned MU/C-III and west of 7th Avenue only, the following wall sign standards apply in lieu of subsections (E)(1) to (3) of this section:

a. The total allowed wall sign area for an individual business tenant is 100 square feet plus one square foot of area for every four feet of distance from the primary customer entry facade most oriented to Washington Street to the nearest edge of Washington Street right-of-way; provided, however, that in no case shall the total area allowance exceed eight percent of the area of the building facade of primary customer entry.

b. The maximum number of wall signs permitted per business is two.

c. No individual sign shall be greater than provided in subsection (E)(4)(a) of this section or 80 percent of the total allowed sign area or 200 square feet, whichever is the least.

d. Any sign allowed shall be installed only on the facade of primary customer entry most oriented to Washington Street; provided, that for any business tenant in a retail center with no primary customer entry facade visible from Washington Street, one of the two allowed signs in subsection (E)(4)(b) of this section, not exceeding 20 percent of the total sign area allowance in subsection (E)(4)(a) of this section, may be installed on the facade most oriented to Washington Street.

5. For properties zoned downtown core (DC), one wall sign shall be allowed per the standards of subsections (E)(2) and (3) of this section for any business with a facade abutting a public alley with a direct customer entrance from the alley.

F. Window Signs. In addition to the sign area permitted above, each business may be permitted window signs; provided, that the sign area shall not exceed more than four square feet or 25 percent of each window area. (Ord. 2014-009 § 1 (Exh. A); Ord. 2014-007 § 1 (Exh. A); Ord. 2012-011 § 1 (Exh. A); Ord. 2011-019 § 2; Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.115 Downtown sign standards. [SHARE](#)

In any case where specific regulations governing signs in Chapter 18.57 SMC differ and conflict with sign regulations in this chapter, regulations in Chapter 18.57 SMC shall control. All other applicable sign regulations in this chapter shall also apply to properties governed by Chapter 18.57 SMC. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.120 Signs in residential areas. [SHARE](#)

Signs shall be permitted in all residential zones of the city and on property developed exclusively with residential uses, including those residential units in commercial and mixed use zones, per the following regulations and as provided for elsewhere in this chapter.

A. In addition to signs permitted by this section, home occupations shall be permitted one nonilluminated, flush-mounted wall or window sign not to exceed six square feet in area.

B. Residential project entry signs shall be permitted as follows:

1. One sign at each road or driveway entry located outside of the public right-of-way and any required clear vision triangle;
2. Only where a property owner or homeowners' association exists to maintain the sign;
3. Total area of each sign shall be no more than 32 square feet per sign face;
4. Maximum height shall be eight feet;
5. Shall be integrated into the landscape plan of the project. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2011-003 § 1 (Att. 3); Ord. 2000-005 § 2)

18.58.130 Signs for uses with special needs. [SHARE](#)

The following additional sign area to that permitted elsewhere in this chapter is allowed for uses which have unique needs for signs which cannot or are not addressed elsewhere in this chapter.

A. Gasoline Service Stations. Shall be permitted additional sign area as necessary and/or as required by law for the display of the price of all petroleum fuels offered for sale.

B. Churches and Schools. Shall be permitted a freestanding sign on the primary street frontage of up to 50 square feet plus a reader board of up to 40 square feet. Religious symbols permanently affixed to the structure shall not be considered signs for the purposes of this chapter.

C. Vehicle Sales Lots. Shall be permitted to display the price and description of the vehicles offered for sale on each vehicle with numbers no greater than 12 inches in height.

D. Commercial Business with Drive-Through Windows. Shall also be permitted 20 square feet per drive-through lane for menu boards with a maximum total menu board area of 40 square feet. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.135 Political campaign signs. SHARE

A. Political campaign signs do not require sign permits.

B. Candidate signs may only be installed for candidates who either have publicly declared their intent to run for office or have filed with the appropriate authority to seek office.

C. Initiative signage may be displayed for any initiative in which there is an ongoing drive to collect signatures to place the initiative on a ballot or if the initiative has been filed with the Washington Secretary of State's Office or county auditor's office. All signs must be removed within 14 days following the election.

D. All political campaign signage shall be removed within 14 days following the general election. If a runoff election for a candidate or initiative is required, the signs may remain until 14 days following the runoff election.

E. Campaign signs may be placed by permission in the landscaped area or parking strip of a property in which the adjacent property owner controls and maintains the area. This may include rights-of-way. No political campaign sign shall be erected on private property without the permission of the property owner or his/her agent.

F. Campaign signs are in addition to any sign otherwise permitted under this chapter.

G. Campaign signs may not be located on real property owned and/or controlled by the city of Sequim except as set forth in subsection E of this section.

H. Campaign signs may not be located within street medians, roundabouts, or in right-of-way areas not maintained by the adjacent property owner, and may not obstruct sidewalks, streets or the view triangle at intersections.

I. The maximum size of political campaign signs shall be 32 square feet per parcel. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A))

18.58.140 Nonconforming signs – Permanent signs. SHARE

A. Legal nonconforming signs and sign structures, i.e., permanent signs legally permitted, erected and maintained at the time of the original adoption of the ordinance codified in this chapter (Ordinance No. 2000-005), although they do not conform to the regulations herein specified, shall be

permitted to remain so long as they are safe and maintained; are used within the previous year for a minimum of six consecutive months; are not relocated; are not enlarged or structurally modified; and there is no change in the use of the site, or issuance of any land use approval.

B. Off-premises legal nonconforming signs and sign structures, i.e., permanent signs legally permitted, erected and maintained at the time of the adoption of the ordinance codified in this chapter, although they do not conform to the regulations herein specified, shall be permitted to remain and be used so long as they are safe and maintained; are used to advertise a business or product within the previous year; are not relocated; are not enlarged or structurally modified; and there is no major change in the nature of the use of the site, or issuance of any land use approval or major construction permit for the site on which the sign is located. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.150 Removal of abandoned or obsolete signs and structures. SHARE

A. Abandoned or obsolete sign structures shall be removed by the owner of the premises upon which the sign is located within 45 days of being notified by the city.

B. Abandoned or obsolete signs shall have the copy removed and replaced with a blank sign face of like material until such time as another use occupies the site and uses the sign, up to a maximum of 12 consecutive months. After 12 months, the sign and structure shall be removed pursuant to subsection A of this section. Intermittent sign usage and incomplete sign usage by temporary site occupants are insufficient to cause a sign to lose its abandoned status. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.160 Maintenance. SHARE

All signs and sign structures shall be periodically inspected and maintained at a reasonable interval, including replacement of defective parts and wiring, painting, cleaning and other acts required to maintain the sign in a safe and presentable manner. Any sign not maintained in compliance with the intent and requirements of this code shall be deemed to be in violation of this chapter and the administrator shall order its removal. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.170 Liability. SHARE

This chapter shall not be construed to relieve from or lessen the responsibility of any person owning, building, altering, constructing, removing or moving any sign in the city for damages to anyone injured or damaged either in person or property by any defect or action in this chapter, nor shall the city, or any agent thereof, be held as assuming such liability by reason of permit or inspection authorized in this chapter or a certificate of inspection issued by the city or any of its agents. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A); Ord. 2000-005 § 2)

18.58.180 Constitutionality. SHARE

If any section, subsection, sentence, clause, word, or phrase of this code is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this code. The council declares that it would have passed this code, and each section, subsection, sentence, clause, word, and phrase thereof, irrespective of the fact that any one or more sections,

subsections, sentences, clauses, words, or phrases had been declared invalid or unconstitutional, and if for any reason this code should be declared invalid or unconstitutional, then the original ordinances or orders shall be in full force and effect. (Ord. 2012-011 § 1 (Exh. A); Ord. 2011-013 § 1 (Exh. A))

Chapter 20.52 SIGN STANDARDS

Sections:

- 20.52.010 INTENT.**
- 20.52.020 APPLICABILITY.**
- 20.52.030 SIGN PERMIT.**
- 20.52.040 EXEMPT SIGNS.**
- 20.52.050 PROHIBITED SIGNS.**
- 20.52.060 SIGN MEASUREMENTS.**
- 20.52.070 SIGN PLACEMENT REQUIREMENTS.**
- 20.52.080 TEMPORARY SIGNS.**
- 20.52.085 NONCOMMERCIAL SPEECH SIGNS.**
- 20.52.090 GENERAL SIGN REGULATIONS.**
- 20.52.100 COMMERCIAL DISTRICTS SIGN REGULATIONS.**
- 20.52.120 RESIDENTIAL DISTRICT SIGN REGULATIONS.**
- 20.52.130 SPECIAL PURPOSE SIGN REGULATIONS.**
- 20.52.140 DOWNTOWN AND CENTERS SIGN REGULATIONS.**
- 20.52.150 VARIATIONS TO SIGN REGULATIONS.**
- 20.52.160 PORTABLE SIGNS.**
- 20.52.180 NONCONFORMING SIGNS.**
- 20.52.190 GOVERNMENT ACQUISITION OF PROPERTY FOR RIGHT-OF-WAY.**
- 20.52.200 REMOVAL OF SIGNS.**

20.52.010 INTENT.

The intent of the sign requirements chapter is to recognize the importance of signs in the community and establish regulations to protect the public from damage or injury attributable to distractions and obstructions caused by poorly designed or improperly located signs. These regulations are also intended, in part, to stabilize or enhance the overall appearance of the community, and to protect property values. This chapter is intended to regulate the number, size, placement and physical characteristics of signs and sign structures. These regulations are not intended to and do not restrict, limit or control the content of any sign message. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.020 APPLICABILITY.

These regulations shall apply in all zoning districts and may be subject to additional requirements of certain districts, or to state regulations. In cases of conflict, the most stringent requirement shall prevail. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.030 SIGN PERMIT.

(a) Permit Required. No sign shall be placed, erected, or displayed without first obtaining a sign permit unless exempt under BMC [20.52.040](#).

(b) Removal of Nonconforming Signs. A property containing a nonconforming sign shall not be allowed a new or additional sign on the property until the nonconforming sign is removed or brought into conformance with the requirements of this chapter and the underlying zone.

(c) Permit Application. An application for a sign permit shall include the following:

- (1) Signature of the property owner or their designated agent;

- (2) Site plan drawn to scale showing existing buildings, streets, freestanding and building signs, utility poles, and other structures within fifty (50) feet of the proposed sign;
- (3) Elevation drawings of the structural details of the proposed sign including dimensions, height, illumination methods and structure supports; and
- (4) Landscaping plan showing planting materials and patterns. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.040 EXEMPT SIGNS.

The following signs are exempt from the provisions of this chapter, but may be subject to other provisions of the zoning code or building code:

- (a) Traffic signs, signals, wayfinding signs, and other traffic control devices erected by the City or other public authority.
- (b) Public notices pertaining to public health or safety issues, or for notification of legal or legislative action erected by the City or other public authority, of a temporary nature.
- (c) Permanent plaques, cornerstones, nameplates, and other building identification markings attached to or carved into the building materials and which are integral parts of the structure.
- (d) Signs within buildings, provided they do not include moving, flashing or animated signs that are visible from any private or public roadway, or from adjacent properties.
- (e) Legal nonconforming signs.
- (f) Incidental signs intended for public information or convenience and which consist of no more than ten (10) square feet for a combination of such signs. These may include restroom signs, hours of operation signs, address numbers, help wanted, credit card signs, and similar.
- (g) The American flag, State of Washington flag, and other political or special purpose flags that are not intended to contribute to a commercial advertising display.
- (h) Wall graphics of an artistic nature and that do not conform to the definition of "sign."
- (i) Public information/identification approved through a conditional use permit process pursuant to BMC 20.58.020.
- (j) Signs displayed on a lot with a property for sale or rent.
- (k) Signs displayed on a lot where construction is taking place, provided they are removed prior to occupancy approval of the building.
- (l) Noncommercial speech signs meeting the provisions in BMC 20.52.085.
- (m) Signs not readable from public or private right-of-way or waterway.
- (n) Signs intended for general public information, such as bulletin board/kiosk, that accommodate changeable copy such as private or public notices, special event information, and other short-term messages, at a scale suitable for pedestrians and not intended to be read by passing motorists, and not for commercial advertising purposes. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5263 §3 (part), 2014: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.050 PROHIBITED SIGNS.

The following signs are prohibited within the City limits of Bremerton and shall be subject to removal through amortization or other means:

- (a) Strobe lights or any other flashing, moving, video or animated features that are visible beyond any property line. Readerboard or message center signs that change copy no more frequently than at eight (8) second intervals are exempt from this provision.
- (b) Pole signs in all zones except the freeway corridor (FC) zone and the industrial (I) zone.
- (c) Private signs placed within a public right-of-way, except a projecting sign may be permitted over a sidewalk if a clearance of at least eight (8) feet is maintained between the sidewalk and the bottom of the sign.
- (d) Any sign that is determined by the City Engineer to be a hazard to public safety due to its design, materials, physical condition, or placement.
- (e) Signs painted, attached to, or otherwise supported by rock formations, utility poles, trees or other plant materials.
- (f) Bench signs, when installed within the public right-of-way. When on private property, the size of a bench sign will be counted toward the total allowable sign area.
- (g) Portable signs within the public right-of-way except portable signs per BMC 20.52.160.
- (h) Off-premises signs including billboards, but not including co-op signs, portable signs, or noncommercial speech signs where permitted. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5263 §3 (part), 2014: Ord. 5249 §6, 2014: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.060 SIGN MEASUREMENTS.

- (a) The area of sign faces shall be measured as the area bounded by any six (6) straight lines intersecting at right angles, and shall include any surrounding frames or cabinet edges.
- (b) Sign area does not include supports, foundations or structures that are not part of the sign.
- (c) Only one (1) side of a double-faced sign is counted in the sign's total area.
- (d) Multiple copy signs or shopping center signs consisting of several individual signs on the same support structures are calculated as the total of all individual sign components.
- (e) A round or cylindrical sign is calculated as the maximum area that can be seen at one (1) time from one (1) position, or fifty (50) percent of the total area, whichever is greater.
- (f) The height of a sign is measured from grade, as defined, to the highest point of the sign.
- (g) Sign clearances are measured from grade directly below the sign to the bottom of the sign or sign frame.
- (h) Street corner signs (at an intersection) shall be assigned to one (1) of the frontages by the applicant and shall conform to the requirements of that frontage only.
- (i) Portable signs shall be calculated as part of the total freestanding sign area available to the site. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5263 §3 (part), 2014: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.070 SIGN PLACEMENT REQUIREMENTS.

- (a) All signs, including supporting structures, shall be erected or placed totally within the boundaries of the site and not within any public right-of-way, except for the following:
 - (1) Public authority and other traffic-related signs;
 - (2) Temporary banner signs erected by the City;

- (3) Approved signs overhanging public walkways; and
 - (4) Approved portable signs per BMC 20.52.160.
- (b) Intersections Standard. A vision clearance setback shall be maintained of at least fifteen (15) feet from the edge of all private and public roadways, alleys and driveway intersections.
- (c) General Road Standard. A vision clearance setback shall be maintained of at least ten (10) feet from the edge of existing or planned roadways. Signs may be allowed within the clear-vision setback if:
- (1) A pole sign is allowed by the zone;
 - (2) The top of the sign is three (3) feet or less above the grade;
 - (3) The bottom of the sign is eight (8) feet or greater above the grade; or
 - (4) The posts and support structure have a diameter no greater than twelve (12) inches within this area.
- (d) A pedestrian clearance is required for any projecting sign (8) feet above grade or sidewalk as measured to the bottom of the sign.
- (e) A projecting sign may extend over a public right-of-way or public pedestrian walkway up to six (6) feet past the property line, but in no case shall the sign extend over a street or other area used by motor vehicles.
- (f) The setbacks for freestanding signs may be reduced to zero (0), provided the applicant provides justification and documented proof that the sign's placement will not hinder vision clearance for existing and future development on the site.
- (g) Freestanding signs shall not extend beyond property lines. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5249 §7, 2014: Ord. 5046 §5, 2008; Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.080 TEMPORARY SIGNS.

All temporary signs are subject to the placement, size, and height requirements of this chapter, and the requirements set forth in the underlying zone. Additionally, the following requirements shall apply:

- (a) The sign area of individual temporary signs shall not exceed thirty-two (32) square feet; except a banner may be permitted with a sign area of up to one hundred (100) square feet.
- (b) The maximum height of a temporary sign is six (6) feet, except a banner may be allowed a maximum height of twenty (20) feet.
- (c) Signs may be displayed for a period not to exceed sixty (60) days. Any time a temporary sign is removed by a business, it shall not be replaced by the same or other temporary sign for a period of not less than ninety (90) consecutive days.
- (d) Temporary signs meeting the following standards are exempt from the requirements of BMC 20.52.030 and BMC 20.52.090 through 20.52.140:
 - (1) The sign is displayed for a period of seven (7) days or less;
 - (2) The area of the sign is twenty-four (24) square feet or less; and
 - (3) The height of the sign is six (6) feet or less.

(e) Temporary signs shall not be permanently attached to the ground, a building, or to any other structure, other than what is necessary to secure it to prevent theft, wind damage or safety problems.

(f) Advertising wind signs or devices that flutter, wave, sparkle, or otherwise move from the pressure of the wind are permitted for specific promotions or events but shall not be permanently displayed. (Ord. 5312 §4 (part), 2016; Ord. 5301 §3 (Exh. B) (part), 2016; Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.085 NONCOMMERCIAL SPEECH SIGNS.

Noncommercial speech signs express noncommercial speech such as public community events, religious, political, social, or other philosophical messages.

Noncommercial speech signs do not promote commercial products or services. The content of such signs is not regulated, but is subject to the following requirements:

(a) The sign area of noncommercial speech signs shall not exceed thirty-two (32) square feet.

(b) The maximum height is limited to six (6) feet.

(c) Noncommercial speech signs that do not comply with the requirements of this section shall be subject to the permit requirements, sign area, setback and other provisions of this chapter. All noncommercial speech signs shall comply with general sign regulations per BMC 20.52.090. (Ord. 5312 §4 (part), 2016)

20.52.090 GENERAL SIGN REGULATIONS.

The following regulations apply to signs in all zone districts:

(a) Vision Clearance. Signs shall conform to the clearance requirements of BMC 20.52.060.

(b) Extension above Rooftop. No sign that is attached to a building shall extend above the highest point of the roof except for commercial and center zones up to fifty (50) percent of the area of a wall sign that is integrated into an architectural facade design element to define the primary entry to the premises may project above the parapet of a flat roof; provided, that all components of the sign are only visible to public view on the primary entry side of the building.

(c) Window Signs. Signs placed on the inside of windows and directed toward the outside of a building shall be included in the total sign area calculations.

(d) Canopies and Awnings. Signs placed on projecting canopies and awnings, whether lighted or not, shall be calculated only for the area of the canopy or awning taken up by the sign itself.

(e) Landscaping. All freestanding signs shall have a landscaped island at the base of the sign equal to, or greater than, the sign area.

(f) Illumination. In order to avoid unreasonably distracting pedestrians or motorists, nearby residents, and to protect marine life, illumination from or upon any sign shall be shielded or directed so as to avoid undue brightness, glare or reflection of light on private or public property and waterways. Illumination shall be adjusted to ensure there is no undue brightness. "Undue brightness" is illumination in excess of 0.3 footcandles above ambient light conditions.

(g) Sign Maintenance. All signs erected in the City of Bremerton are required to remain in good repair. The following requirements shall apply for sign maintenance:

(1) It shall be unlawful for any person to maintain or permit to be maintained on any premises owned or controlled by said person any sign which is in a damaged or deteriorated condition and constitutes a danger or hazard to public safety.

(2) Sign components and materials shall be kept in good repair which shall include the sign being free of holes, chipping, cracking, peeling, fading, rusting or nonfunctional components that are detectable from beyond the property line. Any sign in violation of this section shall be removed or repaired by the owner of the sign or the owner of the premises. A permit may be required for maintenance work.

(3) Temporary signs, noncommercial speech signs or banners showing evidence of deterioration, such as rips, tears, color fading, frayed edges or otherwise showing need of general maintenance that can be seen from the property line shall be removed, repaired or replaced promptly (provided the replacement complies with all other portions of this chapter). (Ord. 5312 §4 (part), 2016; Ord. 5301 §3 (Exh. B) (part), 2016; Ord. 4971 §12, 2006; Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.100 COMMERCIAL DISTRICTS SIGN REGULATIONS.

The following standards shall apply to signs placed on property zoned commercial:

(a) Freestanding Signs.

(1) No use or combination of uses on a single lot or building shall have more than one (1) freestanding sign per street frontage, with the following exceptions:

(i) Parcels with five hundred (500) feet of continuous frontage may have one (1) additional sign.

(ii) Co-Op Signs. See subsection (d) of this section.

(2) Maximum Height and Design. Freestanding signs shall comply with the height and design requirements set forth in Figure 20.52(a).

(b) Building Signs.

(1) Commercial Uses. The building sign standards shall be in accordance with the following:

(i) Sign Area. Signs attached to a building may have an aggregated area that shall not exceed two (2) square feet for each one (1) lineal foot of building facade width.

(ii) Maximum Sign Size. A building sign attached individually shall not exceed one hundred (100) square feet in area, except it may exceed the maximum if the total sign area is less than ten (10) percent of the total building facade area of the side with the signage.

(2) Industrial Uses. The building sign standards for industrial uses and other uses not engaged in the sale of goods or services to the public shall be in accordance with the following:

(i) Sign Area. The maximum aggregated area for all building signs attached to a single building shall be one hundred (100) square feet.

(3) Number of Signs. There is no limit to the number of individual building signs, provided the maximum aggregated sign area is not exceeded.

(4) Illumination. Signs may be illuminated directly, indirectly, or internally, provided the lighting is directed away from other land uses, and away from oncoming traffic.

(c) Large Multiple-Occupant Development. A shopping center, professional office complex, or similar large multiple-occupancy development may have an identification sign to a maximum size of three hundred (300) square feet placed along one (1) street frontage, provided the parcel has an area of at least eight (8) acres, and the sign is no closer than one hundred (100) feet from an adjacent property on the same side of the street.

(d) Co-Op Signs. A co-op sign is intended to permit businesses that do not have street frontages on Kitsap Way or Wheaton Way a reasonable opportunity to advertise. Co-op signs are an incentive for the consolidation of signage. A co-op sign transfers the right to place a freestanding sign from a nonfronting parcel to a parcel with street frontage on Kitsap Way or Wheaton Way.

(1) Co-Op Sign Eligibility. Co-op signs may be permitted along Wheaton or Kitsap Way provided all the following are met:

(i) At a minimum, two (2) parcels are coordinating to create consolidated signage to reduce visual clutter and limit distractions to pedestrians and motor vehicles. It will be required for the nonfronting parcel to transfer the right to develop an on-site freestanding sign to the parcel fronting Kitsap Way or Wheaton Way. The owners of both the fronting parcel and the nonfronting parcel(s) shall record a "Notice to Title" prepared by the Department recognizing the presence of a co-op sign with the Kitsap County Auditor. The notice shall be notarized and the applicant must submit proof that the notice has been legally recorded before the sign permit is issued.

(ii) The nonfronting business shall not have a property line fronting Wheaton Way or Kitsap Way.

(iii) The parcel where the co-op signage is installed shall have at least seventy-five (75) feet of continuous street frontage on Wheaton Way (defined as Wheaton Way from Riddell Road to Sheridan Road) or Kitsap Way.

(iv) The parcels (fronting and nonfronting) must share a property line, or for nonfronting businesses that do not have a shared property line with the fronting business, co-op signage may be allowed if all of the following are met:

a. The structure containing the nonfronting businesses is within eight hundred (800) feet of Wheaton or Kitsap Way; and

b. The nonfronting parcel is within four hundred (400) feet from the fronting parcel where the co-op sign is to be installed; and

c. There is no public right-of-way between the nonfronting and fronting parcel where the co-op sign is to be installed; and

d. Vehicle or pedestrian access to the nonfronting business is adjacent to, or is in close proximity to, the fronting business.

(v) Any existing freestanding sign(s) on the fronting and nonfronting businesses should be removed prior to installation of the co-op sign, unless allowed elsewhere in the code.

(2) Size and Quantity. Co-op signs shall be in accordance with the following standards:

(i) A parcel may only participate in one (1) co-op sign.

a. The nonfronting parcel may place a directional sign at each entrance, not to exceed ten (10) square feet in size.

(ii) The co-op sign is the only permitted freestanding sign on the participating parcels, except as provided above.

(iii) The sign does not exceed the maximum height limit as identified in Figure 20.52(a).

(iv) A co-op sign shall not exceed one hundred (100) square feet, except for the following:

a. When a co-op sign has multiple nonfronting parcels, a twenty-five (25) percent bonus in square footage is permitted (for a maximum sign area of one hundred twenty-five (125) square feet). (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5263 §3 (part), 2014: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.120 RESIDENTIAL DISTRICT SIGN REGULATIONS.

The following regulations apply to properties in residential zones:

(a) Freestanding Signs.

(1) One (1) freestanding sign may be permitted at each street entrance to a neighborhood, subdivision, manufactured park, apartment/condominium complex, or other homogeneous residential area, provided:

(i) The sign area is fifty (50) square feet or less.

(2) Individual Properties. Each residential property may have one (1) freestanding permanent sign that shall not exceed two (2) square feet in sign area.

(3) Height. Freestanding signs shall have a maximum height of six (6) feet as measured from grade directly below the sign to the highest point on the sign or its support structure.

(b) Building Signs.

(1) The freestanding sign limitations prescribed in subsections (a)(1) through (3) of this section may be applied to building signs in lieu of freestanding signs.

(c) Resident name plaques and address numbers shall not be included in total sign area calculations, but shall be limited to a size and character of other such signs in the immediate neighborhood.

(d) Advertising wind signs or devices that flutter, wave, revolve, or sparkle, or are otherwise moved by the wind, are prohibited. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.130 SPECIAL PURPOSE SIGN REGULATIONS.

When a sign that is not otherwise regulated by this title and is located in a residential zone, the special purpose sign regulations shall apply. Specifically, special purpose signs are signs located in a residential zone that are for either (1) commercial uses, such as an adaptive reuse, or legally established nonconforming commercial use, or (2) noncommercial signs such as signs for churches, schools and parks. The following shall apply:

(a) Freestanding Signs.

(1) Sign Area. The maximum area of a freestanding sign shall be limited to fifty (50) square feet.

(2) Number of Signs. Only one (1) freestanding sign is allowed per each street frontage.

(3) Height. The height of a freestanding sign shall not exceed six (6) feet.

(b) Building Signs.

(1) Sign Area. The aggregate area of all building signs, projecting signs, and other signs attached to buildings shall not exceed one hundred (100) square feet.

(2) Number of Signs. There is no limit to the number of individual building signs, provided the maximum aggregated sign area is maintained.

(c) Illumination. When located within a residential zone, the sign shall not be illuminated between the hours of 10:00 p.m. and 7:00 a.m. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5249 §8, 2014: Ord. 4971 §13, 2006: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.140 DOWNTOWN AND CENTERS SIGN REGULATIONS.

The following standards shall apply to signs located in a center:

(a) Freestanding Signs.

(1) Sign Area. The requirements prescribed in BMC 20.52.100(a)(1) shall apply, except wide parcels shall be limited to only one (1) freestanding sign not to exceed one hundred (100) square feet.

(2) Spacing. Freestanding signs shall be no closer than twenty-five (25) feet from adjacent properties, except this may be modified by the Director where such factors as the width of the lot or the driveway access make compliance impossible.

(3) Maximum Height and Design. Freestanding signs shall comply with the height and design requirements set forth in Figure 20.52(a).

(b) Building Signs. The requirements prescribed in BMC 20.52.100(b) shall apply.

(c) Moving, flashing, or animated signs are prohibited in downtown and centers zones. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.150 VARIATIONS TO SIGN REGULATIONS.

(a) The Director shall have the authority to grant administrative approval for minor adjustments to sign heights, numbers of signs, sign placement, and sign size, provided:

(1) The adjustments do not exceed ten (10) percent of the basic requirement; and

(2) The adjustment is based on a hardship or problem with the site, existing building placements, or poor site visibility, and not based on economic factors or personal design preference.

(b) A request for adjustments beyond ten (10) percent shall be processed as a variance pursuant to BMC 20.58.030. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.160 PORTABLE SIGNS.

Portable signs may be placed on sidewalks or portions of the pedestrian public right-of-way subject to the following conditions:

(a) A minimum four (4) feet of unobstructed sidewalk or pedestrian path must be maintained. A portable sign shall not be allowed on sidewalks with less than four (4) feet in width.

(b) Portable signs may not be placed in the driving lanes of a public street or in parking stalls on the public right-of-way.

(c) One (1) portable sign is allowed for any licensed business. The sign must be displayed immediately adjacent to the main entrance of the business employing the sign.

(d) Portable signs shall not exceed thirty-two (32) inches in width or thirty-six (36) inches in height as displayed.

- (e) Portable signs shall be professionally lettered, neatly painted or assembled, and remain in good repair.
- (f) Portable signs shall be constructed to avoid being blown from their intended location and to avoid tipping or falling.
- (g) Portable signs shall not be internally lit, not have moving parts, nor shall any attachment or portion of the sign extend beyond the thirty-two (32) by thirty-six (36) inch maximum dimensions established in subsection (d) of this section.
- (h) Portable signs shall be displayed during daylight hours only and shall be removed by the business owner immediately after dusk each day.
- (i) Any site landscaping required by the City shall not be altered to accommodate a portable sign.
- (j) Portable signs shall not block intersections or otherwise constitute a public safety hazard.
- (k) Pursuant to Chapter 47.42 RCW and Chapter 468-66 WAC, placement of portable signs on the public right-of-way of SR 3, SR 303, SR 304, and SR 310 is prohibited.
- (l) Placement of portable signs on the public right-of-way in violation of this section will result in immediate removal of the sign from the public right-of-way by City personnel. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5249 §9, 2014: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.180 NONCONFORMING SIGNS.

- (a) Applicability. This section applies to the maintenance, repair, as appropriate, and removal of nonconforming signs. "Nonconforming sign" means a sign that was legally established, but no longer conforms to the current sign standards of this title.
- (b) Maintenance and Repair of Off-Premises Signs. Any nonconforming off-premises sign shall immediately lose its legal nonconforming designation, and be removed or brought into conformity with the provisions of this chapter, when one (1) or more of the following events occur:
 - (1) Alterations to Sign.
 - (i) Any structural alteration to an off-premises sign shall result in the loss of its nonconforming status. This does not include replacing the sign's message or painting.
 - (ii) In no case shall an off-premises sign be permitted to be expanded or enlarged. Adding electronic components that move, flash, or change copy is not permitted.
 - (2) Alteration to Associated Business or Site. Should a business or site with an off-premises nonconforming sign undergo remodel or site improvements the sign shall lose its nonconforming status under any of the following circumstances:
 - (i) The on-site renovation, construction, or other site improvements exceed seventy-five (75) percent of the assessed improvement value of the site; or
 - (ii) On-site construction/improvements costs exceed fifty thousand dollars (\$50,000); or
 - (iii) Unless the structure was damaged by fire or other casualty not intentionally caused by the owner or tenant and a permit is applied for within one (1) year of such fire or casualty.
- (c) Maintenance and Repair of On-Premises Signs. Any nonconforming on-premises sign shall immediately lose its legal nonconforming designation, and be removed or brought into conformity with the provisions of this chapter, when

one (1) or more of the following events occur:

(1) Alterations to Sign.

- (i) If alterations are made to the sign that exceed twenty-five (25) percent of the replacement cost of the sign, it shall lose its nonconforming status; or
- (ii) For freestanding signs, refacing the sign with a new message is permitted; however, if the cabinetry housing the sign is removed, or is intended to be replaced, the sign shall lose its nonconforming status; or
- (iii) In no case shall an on-premises sign be permitted to be expanded or enlarged.

(2) Alteration to Associated Business or Site. Should a business with a nonconforming sign undergo remodel or site improvements, the sign shall lose its nonconforming status under any of the following circumstances:

- (i) The on-site renovation, construction, or other site improvements exceed seventy-five (75) percent of the assessed improvement value of the site;
- (ii) On-site construction/improvements costs exceed fifty thousand dollars (\$50,000); or
- (iii) Unless the structure was damaged by fire or other casualty not intentionally caused by the owner or tenant and a permit is applied for within one (1) year of such fire or casualty. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 5263 §3 (part), 2014: Ord. 5249 §11, 2014: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.190 GOVERNMENT ACQUISITION OF PROPERTY FOR RIGHT-OF-WAY.

(a) A sign that becomes nonconforming with respect to its setback from the edge of a public right-of-way as a result of a local, state, or federal government acquisition of property for right-of-way expansion shall be characterized as a legal nonconforming sign and shall be allowed subject to the requirements of this section.

(b) The City may allow, by a Type II permit as prescribed in Chapter 20.02 BMC, the placement of a new sign or relocation of an existing sign within a required setback if it meets all of the following criteria:

- (1) The enforcement of this code would result in substantial hardship to the applicant because no feasible location exists to place a sign on the subject property other than in a required setback, and such hardship was created solely by local, state, or federal government acquisition of property for right-of-way expansion and not by any action of the applicant.
- (2) The sign is not prohibited by BMC 20.52.050 and, except for location within a required setback, complies with all other requirements of this chapter.
- (3) The sign complies with the City's minimum sight distance at intersection requirements pursuant to BMC 20.52.070.
- (4) Location of the sign within a required setback is otherwise consistent with the public health, safety, and welfare. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

20.52.200 REMOVAL OF SIGNS.

The sign user, owner and/or owner of the property on which an abandoned, dangerous, defective, illegal, or prohibited sign is located shall remove or cause to be removed any such sign as required in this chapter. Failure to comply shall subject the sign user, owner and/or owner of the property on which the sign is located to the remedies and penalties of BMC 20.40.200. (Ord. 5312 §4 (part), 2016: Ord. 5301 §3 (Exh. B) (part), 2016: Ord. 4950 §8 (Exh. A) (part), 2005)

Figure 20.52(a)**Freestanding Signs: Zone-Specific Size and Design Requirements**

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Commercial Zones	Freestanding Sign Type	Max. Height	Max. Size^{1,4}
General Commercial (GC)	Monument only	8' ³	60 sq. ft.
Neighborhood Business (NB)	Monument only	6'	60 sq. ft.
Freeway Corridor (FC)	Any	35'	150 sq. ft.
Industrial (I)	Any	25'	-
Institutional (INST)	Monument only	8'	60 sq. ft.
All Centers (except the Puget Sound Industrial Center - Bremerton)	Monument only	8' ³	60 sq. ft.
Puget Sound Industrial Center - Bremerton	Any	25'	-

1. Larger signs for large multiple-occupant development are allowable per BMC 20.52.100(c).
2. Freestanding sign size for special purpose zones not listed in this table is subject to the requirements of BMC 20.52.130.
3. Freestanding signs fronting Wheaton Way (from Riddell Road to Sheridan Road) and Kitsap Way may increase the maximum height to fifteen (15) feet.
4. Pursuant to BMC 20.52.100(d) co-op signage may increase the maximum size provided a transfer of development rights for the nonfronting parcel is provided (nonfronting parcel does not get a freestanding sign as the transfer of development rights was for a larger sign on the fronting parcel).

(Ord. 5312 §4 (part), 2016; Ord. 5301 §3 (Exh. B) (part), 2016; Ord. 5263 §3 (part), 2014; Ord. 5249 §12, 2014; Ord. 5046 §6, 2008; Ord. 4977 §7, 2006; Ord. 4950 §8 (Exh. A) (part), 2005)

Chapter 20.132

SIGN CODE

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Article I. General Provisions

20.132.010 Intent and purpose.

(1) Intent. Signs have a strong visual impact on the character and quality of the community. As a prominent part of the scenery, they attract or repel the viewing public, affect the safety of vehicular traffic, and their suitability or appropriateness helps to set the tone for the neighborhood. Because the city relies upon its scenery and physical beauty to attract commerce, aesthetic considerations assume economic value. It is the intent of the city, through this chapter, to protect and enhance the city's historic and residential character and its economic base through the provision of appropriate and

aesthetic signage. In addition, it is the intent of the city to limit the size, type and location of signs in order to minimize their distracting effect on drivers and thereby improve traffic safety.

(2) Purpose. The purpose of this chapter is to promote the public health, safety and welfare through a comprehensive system of reasonable, effective, consistent, content-neutral and nondiscriminatory sign standards and requirements. This chapter has also been adopted to:

- (a) Promote and accomplish the goals, policies and objectives of the city's comprehensive plan and zoning code;
- (b) To provide minimum standards in order to safeguard life, health, property and public welfare, and promote traffic safety by controlling the design, quality of materials, construction, illumination, size, location and maintenance of signs and sign structures;
- (c) Recognize free speech rights by regulating signs in a content-neutral manner;
- (d) Promote the free flow of traffic and protect pedestrians and motorists from injury and property damage caused by, or which may be fully or partially attributable to, cluttered, distracting and/or illegible signage;
- (e) Protect the beauty of the city's built environment by encouraging signs that are compatible with the architectural style, characteristics and scale of the building to which it may be attached, and to encourage signs that are compatible with adjacent buildings and businesses;
- (f) Protect property values, the local economy, and the quality of life by preserving and enhancing the appearance of the streetscape;
- (g) Provide consistent sign design standards;
- (h) Protect and encourage creative and innovative approaches to signage, and signs that are of a quality design, pleasing in appearance and are appropriate in size, materials and illumination to the surrounding neighborhood;
- (i) Provide an improved visual environment for the citizens of and visitors to the city;
- (j) Adopt clear, understandable regulations which enable the fair and consistent enforcement of this chapter; and
- (k) Address emerging trends in digital and electronic sign technologies and provide regulations that facilitate use of such technologies while ensuring protection of motorists and pedestrians

from the hazards of glare, startling bursts of light, and use of virtual movement and animation intended to attract driver attention, to hold driver gaze, and/or to otherwise distract drivers from the safe operation of their vehicles. Protect neighborhoods, surrounding development and the night sky from the nuisance factors associated with such glare, movement and animation of digital and electronic signs. (Ord. 024-17 § 2 (Exh. 1)).

20.132.020 Applicability and interpretations.

(1) This chapter applies to all signs as defined in POMC 20.132.290, Definitions, within the city which are visible or audible from any street, sidewalk or public place, regardless of the type or nature. A sign permit shall be required prior to the installation or modification of any sign defined in POMC 20.132.290 unless the installation or modification of the sign is explicitly listed as exempt from sign permit requirements under POMC 20.132.030 or if a requirement to obtain a sign permit is explicitly waived in another section of this chapter. Regardless of whether or not a sign is exempt from sign permit requirements, all signs shall comply with the standards of this chapter.

(2) This chapter is not intended to, and shall not be interpreted to, restrict speech on the basis of its content, viewpoint, or message. Any classification of signs in this chapter which purports to permit speech by reason of the type of sign, identity of the sign user or otherwise, shall be interpreted to allow commercial or noncommercial speech on the sign. No part of this chapter shall be construed to favor commercial speech over noncommercial speech. To the extent that any provision of this chapter is ambiguous, the term shall be interpreted not to regulate speech on the basis of the content of the message. (Ord. 024-17 § 2 (Exh. 1)).

20.132.030 Exemptions.

The following signs or activities relating to signs are exempt from the sign permit requirements of this chapter:

- (1) Changes to the face or copy of changeable copy signs, digital signs, electronic messaging signs, provided such changes do not change the material or appearance of the sign as originally permitted by the city.
- (2) The normal repair and maintenance of conforming or legal nonconforming signs.
- (3) Temporary signs on private property or public property, meeting the requirements in POMC 20.132.270, Temporary signs.
- (4) Building identification numbers as required pursuant to this code (Chapter 20.208 POMC) or any other city or state regulation.

- (5) Governmental Signs. Signs installed by the city, county, or a federal or state governmental agency for the protection of the public health, safety and general welfare, including, but not limited to, the following:
- (a) Emergency and warning signs necessary for public safety or civil defense;
 - (b) Traffic and/or wayfinding signs erected and maintained by an authorized public agency;
 - (c) Signs required to be displayed by law;
 - (d) Signs showing the location of public facilities; and
 - (e) Any sign, posting, notice, or similar sign placed by or required by a governmental agency in carrying out its responsibility to protect the public health, safety and general welfare.
- (6) Flags. Any flags; provided, that they conform to all provisions of this chapter for signs.
- (7) Certain stone or cement plaques and cornerstones with engraved or cast symbols and permanently embedded in the building's foundation or masonry siding materials, provided that none of these exceed four square feet in area.
- (8) Interior Signs. Signs or displays located entirely inside of a building and located at least three feet away from transparent doors and windows.
- (9) Nonvisible Signs. Signs and associated sign support structures not visible or audible beyond the boundaries of the lot or parcel upon which they are located, or from any public right-of-way.
- (10) Vehicle with Signs. Any sign on a vehicle, unless such vehicle is parked or stationed near an activity for the primary purpose of attracting public attention to such activity, or unless such vehicle or mobile unit is regularly parked in any prominently visible location for the primary purpose of attracting public attention to the sign.
- (11) Temporary Signs in Windows. Any temporary sign taped or otherwise affixed to the inside of a window, in such a manner as to be easily removed, provided that the total area of such sign in any one window does not exceed the size limitations in POMC 20.132.280, Window signs, and POMC 20.132.270, Temporary signs.
- (12) Bench Signs. Any outdoor bench or furniture with any signs other than plaques one square foot or less in area.

(13) Privately maintained traffic control signs in a subdivision with private roads or signs in a parking lot. (Ord. 024-17 § 2 (Exh. 1)).

20.132.040 Prohibited signs.

No person shall erect, alter, maintain or relocate any of the following signs in the city:

(1) **Animated Signs.** A rotating or revolving sign or signs where all or a portion of the sign moves in some manner. This includes any sign animated by any means, including: fixed aerial displays; balloons; pennants; spinners, propellers, whirling, or similar devices designed to flutter, rotate or display other movement under the influence of the wind, including flag canopies and feather signs not otherwise allowed in this chapter; streamers, tubes, or other devices affected by the movement of air or other atmospheric or mechanical means. This does not include historic signs and historic replica signs where the applicant is able to prove, through documentation or other evidence, that the original historic sign produced the same motion/movement and is proposed in the same location. A flag, as defined in this chapter, shall not be considered an animated sign.

(2) **Nuisance Signs.** Any signs which emit smoke, visible particles, odors and sound, except that speakers in drive-through facilities shall be permitted.

(3) **Bench or furniture signs** greater than one square foot in area.

(4) **Flashing Signs or Lights.** A sign that contains an intermittent or flashing light source, or a sign that includes the illusion of intermittent or flashing light by means of animation, or an externally mounted intermittent light source. Flashing light sources are prohibited. Signs with an exposed light source, exceeding the equivalent of 25 watts per incandescent lamp, including clear light bulbs which do not flash on a theater marquee except for neon incorporated into the design of the sign are also prohibited. Electronic message center signs and digital signs are allowed under the provisions of POMC 20.132.200, Electronic message center (EMC) signs.

(5) **Hazardous Signs.** Any sign that constitutes a traffic hazard or detriment to traffic safety by reason of its size, location, movement or method of illumination, or by obstructing the vision of drivers, or by distracting from the visibility of an official traffic control device by diverting or tending to divert the attention of drivers or moving vehicles from traffic movements on streets, roads, intersections or access facilities. No sign shall be erected so that it obstructs the vision of pedestrians or by glare or method of illumination constitutes a hazard to pedestrians or traffic. No sign may interfere with, mislead or confuse traffic.

(6) No sign may impede free ingress and egress from any door, window or exit way required by building and fire regulations.

(7) Permanent Signs on Vacant Lots, Parcels or Easements. No permanent sign shall be located on a vacant lot, parcel or easement. No permanent sign shall be located on a lot, parcel or easement as the principal use of that lot, parcel or easement. Signs may only be established as an accessory use to a principally permitted use.

(8) Portable signs on wheels (trailer signs), changeable copy portable signs and illuminated portable signs.

(9) Abandoned signs.

(10) Signs on utility poles or trees.

(11) Off-Site Controlled Signs. Any sign that is programmed and/or controlled off site. (Ord. 024-17 § 2 (Exh. 1)).

Article II. Permitting

20.132.050 Sign permits.

(1) Permit Required. No person shall erect, alter or relocate any sign requiring a permit under this chapter without first submitting a sign permit application and receiving approval of the sign permit from the city, unless the sign is identified as exempt under POMC 20.132.030, Exemptions. Some sign types may be regulated under other codes adopted by the city, which may require additional permits that are subject to additional regulations, including, but not limited to, the building code (Chapter 20.200 POMC) and street use permits (Chapter 12.24 POMC). Signs for which permits are not required shall nonetheless comply with all applicable provisions of this chapter.

(2) Review Procedures. A sign permit is a Type I permit application pursuant to POMC 20.22.030, and the requirements of that section shall be followed in the processing of sign permit applications:

Refer to Chapter 20.24 POMC for general application, review and approval procedures; specific application requirements for sign permits are below.

(3) Application Requirements. A complete sign permit application shall consist of the following:

(a) Application Form. A completed sign permit application, including the applicant's name, address, phone number, and email address. If the applicant is not the property owner, then the property owner must be identified, and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission

of the sign permit application and for the installation/posting of the sign on the property owner's property.

(b) Other Permit Applications. A completed building permit application, if required under the city's building code; a completed street use permit application, if required under Chapter 12.24 POMC; a completed special event permit application, if required under Chapter 5.94 POMC.

(c) Building Elevation/Site Plan. Signs proposed to be mounted on a building require a building elevation drawn to scale that specifies the locations and size of existing signs on the building, the location and size of new signs proposed on the building, the dimensions of the wall plane upon which the signs will be placed, and drawings or photographs which show the scale of the sign in relation to surrounding doors, windows and other architectural features. Freestanding signs require a site plan indicating the proposed sign location as it relates to property lines, surrounding landscaping, adjacent streets, driveways, and adjacent buildings.

(d) Detailed Description of Sign. A scaled colored rendering or drawing of the sign and its associated support structure, including dimensions of all sign faces, and descriptions of materials to be used on the sign and associated trim caps, fixtures, and support structure; description of the sign face illumination and methods used to ensure that only text, graphics and logo shields are internally illuminated.

(e) Scaled Installation Drawing. A scaled drawing that includes the sign description, proposed materials, size, weight, manner of construction and method of attachment, including all hardware necessary for proper sign installation, and, if applicable, foundation design.

(f) Lighting. A drawing indicating the location and fixture type of all exterior lighting for the proposed signs. The drawing shall specify wattage and lamp type to ensure compatibility with the lighting standards in POMC 20.132.090, Sign illumination.

(g) Master Sign Plan. If the sign is subject to a master sign plan as described in POMC 20.132.060, Master sign plans, a master sign plan must be included as part of a complete sign permit, unless a master sign plan for the site or building has already been approved, is current, and is on file with the city.

(h) Fees. Payment of the appropriate sign permit fee (and all other fees, such as building permit fees).

(4) Criteria for Approval.

(a) Sign permit applications shall be reviewed by the community development director for consistency with the standards in this chapter, according to sign type and other applicable regulations. A sign permit shall not issue unless the director makes findings that the criteria applicable to each sign type, as well as the general standards in this chapter, are satisfied. Building permit applications associated with signs shall be reviewed by the building official for consistency with the building code. If the sign requires a street use or special event permit, the application shall be submitted with the sign permit application for review by the public works director or city clerk.

(b) A sign permit shall not issue unless the director makes findings that the criteria applicable to each sign type in this chapter are satisfied, and further, that the sign does not exceed the limits in this subsection for the business or use set forth below:

(i) Calculation of Maximum Size Allowance. The maximum total aggregate sign area of all signs permitted for a business or use shall not exceed one square foot of sign area for each one foot of principal building frontage occupied by such business or use. In addition, one square foot of sign area for each 200 square feet of gross floor area occupied by such business may be included in the calculation of the total area permitted. The total aggregate sign area is the combined total display area of all types of signs located on the premises measured in square feet, but not including exempt or temporary signs.

(ii) Building Setback from Street. The tenants of a building which is set back 100 feet or more from the street may increase the wall sign area otherwise permitted to face such street by 25 percent; provided, that the total sign area on any one building frontage still does not exceed 200 square feet.

(iii) Buildings with More Than One Frontage. Any business which has more than one building frontage may have 160 percent of the sign surface area permitted on the principal frontage by the provisions of subsection (4)(b)(i) of this section. The permitted sign surface area may be distributed in any manner on the front and adjacent sides of the building which have frontage subject to the placement limitations of subsection (4)(c) of this section, but in no event shall the sign surface area on any building facade exceed 100 percent of the sign surface area permitted by subsection (4)(b)(i) of this section. Building frontage opposite the principal frontage may have additional sign area calculated in the same manner and subject to the same size and placement regulations as for the principal frontage, as long as two adjacent frontages do not exceed 160 percent of the permitted sign surface area.

(c) Other Criteria for Approval. In addition to the above, the director shall make written findings that the sign meets all of the criteria in this chapter for sign placement, maximum height, location on the property, zone, etc.

(5) Notice of Final Decision. A notice of decision incorporating the decision on the sign permit application shall issue not more than 120 days after issuance of the determination of completeness. This deadline shall not apply if a street use permit or special event permit is required.

(6) Expiration of Sign Permit. Once the sign permit for the sign issues, the sign must be installed within 180 days or the sign permit will expire. Building permits and street use permits shall expire in accordance with other applicable code provisions. No sign may be erected if the sign permit has expired, even if the associated building permit and/or street use permit has not expired. (Ord. 024-17 § 2 (Exh. 1)).

20.132.060 Master sign plans.

(1) Approval Required. Before the city will issue any sign permit relating to space in a proposed new mixed use, nonresidential, multitenant building(s), or multitenant site development, the city must first approve a master sign plan for the building(s) and/or site development. In addition, a master sign plan may be voluntarily developed and maintained by the owner or agent of any new or existing nonresidential use.

(2) Review Procedures. A master sign plan is a Type I permit per POMC 20.22.030. The community development director shall make the decision on the master sign plan without a hearing. Refer to Chapter 20.24 POMC for application, review and approval procedures.

(3) Application Requirements. A complete master sign plan application shall consist of the following:

(a) A complete master sign plan application, including the applicant's name, address, phone number and email address. If the applicant is not the property owner(s), then the property owner(s) must be identified and the application must include an affidavit from the property owner(s), verifying that the property owner(s) has given permission to the applicant for the submission of the master sign plan application. No sign may be placed upon real property without the consent of the real property owner(s);

(b) A site plan drawn to legible scale, indicating the location of all buildings, driveways and pavement areas, landscape areas, abutting streets and proposed freestanding signs on the site;

(c) Elevation drawings of each building on a site that indicates proposed sign locations on each of the buildings;

- (d) Maximum allowable signage on each elevation based upon a five percent calculation of all facades;
- (e) The master sign plan application shall identify the sign features and sign types proposed to be used on each building and the proposed location. In addition, a statement shall be included which describes the manner in which the building or site owner wishes to allocate allowable signage among tenants and where specific tenant signage shall be located;
- (f) A narrative description of the development to demonstrate that the master sign plan meets the required design standards of this chapter; and
- (g) Fees. Payment of the appropriate fee for a master sign plan.

(4) Criteria for Approval. All signs in the master sign plan must meet the criteria for approval in POMC 20.132.050, Sign permits. In addition, all of the signs in the master sign plan:

- (a) Shall be architecturally similar and visually related to each other through the incorporation of common design elements. Up to two sign types may be used on any one building. All sign cabinets, trim caps and all sign supports such as poles and braces shall be of a common color;
- (b) Shall be architecturally integrated with the buildings included in the master sign plan; and
- (c) Must not obscure the view of other signs which are consistent with this chapter.

(5) Notice of Final Decision. See POMC 20.132.050, Sign permits.

(6) Expiration of Master Sign Plan. Once a master sign plan is approved, the signs depicted in the approved plan must be installed within 180 days or the master sign plan will expire. The director may grant a 180-day extension to the master sign plan if such a request is made in writing prior to the expiration of the master sign plan and provided that the sign plan remains consistent with the sign regulations. Building permits and street use permits for any signs shown in the master sign plan shall expire in accordance with other applicable code provisions. No sign may be erected under an expired master sign plan, even if the associated sign permit, building permit or street use permit has not expired.

(7) Amendment to Master Sign Plan. An application for an amendment to an approved master sign plan may be made at any time, subject to the same limitations, requirements and procedures as those that apply to an original application in this section. Tenants whose signs are included in the amendment application need the property owner's consent to file such application. In order to approve

any such amendment, the director shall consider the existing signs on the building(s) subject to the approved plan when determining whether the application meets the criteria for approval in subsection (4) of this section. (Ord. 024-17 § 2 (Exh. 1)).

20.132.070 Sign variances.

(1) Approval Required. A variance may be granted from the strict application of the regulations in this chapter which apply to: (a) sign placement on a parcel or building frontage; (b) sign area; or (c) sign height, as regulated in this chapter. A variance may not be granted to allow any prohibited signs or prohibited sign features, as described in POMC 20.132.040, or for any other purpose not listed in this subsection (1). The variance procedure in this section does not apply to any street use permit or building permit.

(2) Need for Sign Permit, Consolidation of Processing. A sign variance application may be submitted before or concurrent with the associated sign permit application. No sign permit application requiring a variance for issuance will be processed without a sign variance application unless the applicant specifically requests that the application be processed without a variance.

(3) Review Procedures. A sign variance is a Type II permit pursuant to Table 20.22.020. Refer to Chapter 20.24 POMC for application requirements and permit processing steps.

(4) Application Requirements. A complete sign variance application shall consist of the following:

(a) Application Form. A completed sign variance application, including the applicant's name, address, phone number and email address. If the applicant is not the property owner, then the property owner must be identified and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission of the sign variance application and for the installation/posting of the sign on the property owner's property.

(b) Sign Permit Application. A completed sign permit application containing all of the materials required by POMC 20.132.050, Sign permits. However, the applicant may submit a variance application without a sign permit application as provided in subsection (2) of this section.

(c) A narrative report which describes the requested variance in detail. The report shall identify all of the sections of this chapter from which the applicant is requesting the variance, as well as the nature and extent of the variance (in area, location on the property, height).

(d) The narrative report shall also include the applicant's description of the manner in which the sign variance satisfies all of the variance criteria in subsection (5) of this section.

(e) Fees. Payment of the appropriate sign variance application fee.

(5) Variance Criteria for Approval. Sign variance applications shall be reviewed by the community development director to determine whether all of the following criteria are satisfied. In order to approve any sign variance, the director must make written findings to show that all of the following criteria have been met:

(a) The request for a sign variance is due to unusual conditions pertaining to sign visibility needs for a specific building or lot; and

(b) The sign will not create a hazard; and

(c) The sign will not violate any state statute or any city code provision (other than the ones identified in this chapter relating to signs); and

(d) The sign will not negatively affect adjacent property; and

(e) The sign will be in keeping with the general character of the surrounding area and the granting of the variance would not result in an alteration of the essential character of the surrounding area; and

(f) The proposed variance is consistent with the purposes and intent of the zoning code and the purposes of this chapter; and

(g) The variance is consistent with the city's comprehensive plan; and

(h) The applicant has established that there are practical difficulties in complying with the provision(s) of this chapter and that the proposed sign is a reasonable use of the property. Economic considerations alone do not constitute practical difficulties; and

(i) The plight of the applicant is due to circumstances unique to the property, which were not created by the applicant or landowner; and

(j) The variance will not permit any sign or use that is not allowed in the zoning district where the affected land is located, nor will it allow any sign or sign feature prohibited under POMC 20.132.040, Prohibited signs.

(6) First Amendment Exception/Variance. Where an applicant can demonstrate that the strict application of the regulations in this chapter would violate his/her First Amendment rights, the city may grant a variance that does not conform to all of the variance criteria in subsection (5) of this section.

However, the applicant shall submit an application which provides his/her response to each of the variance criteria in subsection (5) of this section. The city need not make findings that all of the variance criteria have been satisfied, but the city shall grant such variance only to the extent reasonably necessary to protect the applicant's First Amendment rights. If a First Amendment exception is granted, it shall be treated as an approval of a variance for purposes of this chapter.

(7) Notice of Final Decision. A notice of decision incorporating the decision on the variance application shall issue not more than 120 days after issuance of the determination of complete application.

(8) Expiration of Variance. If the variance is approved, the sign identified in the variance must be installed within 180 days or the variance will expire. No sign may be erected if there is no sign permit for the sign, or if the variance or the sign permit has expired, even if the applicant has received associated building permits or a street use permit, and the latter have not expired. (Ord. 010-18 § 23; Ord. 024-17 § 2 (Exh. 1)).

20.132.080 Nonconforming signs, maintenance, removal and enforcement.

(1) Nonconforming Signs. Any lawful nonconforming sign may be continued, as long as it is maintained only in the manner and to the extent that it existed at the time it became nonconforming. Illegal signs shall not be considered nonconforming signs. Nonconforming signs are subject to the provisions of Chapter 20.54 POMC, Nonconforming Uses and Structures.

(2) Maintenance. It is unlawful for any owner of record, lessor, lessee, manager or other person having lawful possession or control over a building, structure or parcel of land to fail to maintain any signs on the building, structure or parcel in compliance with this chapter, building code and the zoning code. Failure to maintain a sign constitutes a violation of this chapter, and shall be subject to enforcement under the provisions of Chapter 20.02 POMC, Administration and Enforcement.

(a) Sign Maintenance. All signs, whether or not in existence prior to adoption of this chapter, shall be maintained. Maintenance of a sign shall include periodic cleaning, replacement of flickering, burned out or broken light bulbs or fixtures, repair or replacement of any faded, peeled, cracked or otherwise damaged or broken parts of a sign, removal of signs for businesses that no longer occupy a building or site, and any other activity necessary to restore the sign so that it continues to comply with the requirements and contents of the sign permit issued for its installation and provisions of this chapter.

(b) Landscape Maintenance. Required landscaped areas shall receive regular repair and maintenance. Plant materials that do not survive after installation in required landscape areas

are required to be replaced within six months of the plant's demise or within the next planting season, whichever event first occurs.

(3) Removal. Any vacant and/or unused sign support structures, angle irons, sign poles or other remnants of old signs which are currently not in use, or are not proposed for immediate reuse by a sign permit application for a permitted sign, shall be removed. In addition to the remedies in Chapter 20.02 POMC, Administration and Enforcement, the director shall have the authority to require the repair, maintenance or removal of any sign or sign structure which has become dilapidated or represents a hazard to the safety, health or welfare of the public, at the cost of the sign and/or property owner.

(4) Enforcement. Violations of the provisions of this chapter shall be enforced according to Chapter 20.02 POMC, Administration and Enforcement. (Ord. 024-17 § 2 (Exh. 1)).

Article III. Sign Standards Applicable to All Signs

20.132.090 Sign illumination.

(1) General. No temporary sign may be illuminated. No sign located in a residential zone may be illuminated, except that on parcels two acres in size or greater, signs may be halo illuminated or illuminated as necessary for allowable digital signs. Permanent signs allowed by this chapter may be nonilluminated, or illuminated by internal light fixtures, halo illuminated, or have external indirect illumination, unless otherwise specified. All illuminated signs shall comply with the time limitations of subsection (4) of this section.

(2) Externally Illuminated Signs.

(a) Except as provided in this subsection, externally illuminated signs shall be illuminated only with steady, stationary, fully shielded light sources directed solely onto the sign without causing glare. Light shielding shall ensure that the lamp or light source is not visible beyond the premises and shall further ensure that the light is contained within the sign face.

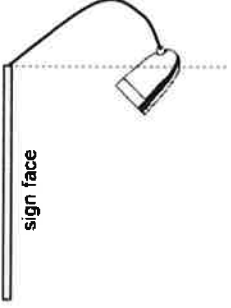
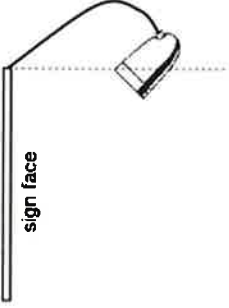
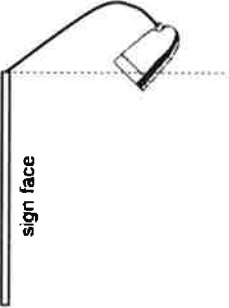
(b) A light fixture mounted above the sign face may be installed with its bottom opening tilted toward the sign face, provided:

(i) The bottom opening of the light fixture is flat (i.e., it could be covered by a flat board allowing no light to escape); and

(ii) The uppermost portion of the fixture's opening is located no higher than the top of the sign face, as shown in Figure 1 below. Light fixtures aimed and installed in this fashion shall

be considered fully shielded.

Figure 1
External Sign Lighting Configurations
Permitted and Prohibited External Sign Lighting Configurations

Allowed	Allowed	Not Allowed
		
Fully Shielded	Fully Shielded	Unshielded

(3) Internally Illuminated Signs.

(a) Internally illuminated signs shall be constructed with an opaque sign face background with translucent text and symbols and/or logo shields. If the sign owner desires to have the entire sign face visible at night, an external light source may be used to illuminate the sign, subject to the illumination standards in this chapter.

(b) In no case may an internally illuminated sign, a digital sign or an electronic message center sign exceed a light output of 50 nits in a residential zone or 100 nits in a nonresidential zone during nighttime hours.

(c) Neon sign lighting is allowed in nonresidential zones only and shall not exceed 100 nits per sign face. An example of a neon sign is shown in Figure 2 below.

Figure 2
Neon Sign



(4) Time Limitations. All signs over three square feet in area shall be turned off by 11:00 p.m., or when the business closes, whichever is later. Signs subject to time limitations are required to have functioning and properly adjusted automatic shut-off timers. (Ord. 024-17 § 2 (Exh. 1)).

20.132.100 Sign materials.

(1) Temporary Signs. The construction of temporary signs is described in the definition of “temporary sign” in POMC 20.132.290, Definitions. However, temporary signs may be made of any material; provided, that the temporary sign otherwise conforms to the requirements of this chapter, including, but not limited to, POMC 20.132.270, Temporary signs.

(2) Permanent Signs. Permanent signs must be manufactured of durable materials that withstand the effects of water and wind. The following additional requirements apply to any permanent signs larger than 30 square feet, except for window signs located inside glass:

(a) Paper-faced sign, including vinyl-coated paper and those applied with adhesives, are not allowed. Canvas or vinyl signs must be made of minimum 20-ounce materials with polymeric plasticizers for durability.

(b) Sign faces made of canvas, fabric, vinyl or similar pliable materials that are attached to permanent sign structures must be mounted behind a perimeter frame or trim cap so that the edges of the sign face are not exposed, except that flags made of 100 percent spun polyester are exempt from this requirement. (Ord. 024-17 § 2 (Exh. 1)).

20.132.110 Sign placement and location restrictions.

(1) City Right-of-Way. No sign may be placed within the roadway portion of the city’s right-of-way, except as otherwise permitted in this chapter. If a sign is allowed within a city right-of-way, a street use permit or special event permit may be required.

(2) Attached to Vehicles on Private Premises. No sign may be mounted, attached or painted on a trailer, boat or motor vehicle, which is parked, stored or displayed conspicuously on private premises in a manner intended to attract the attention of the public. (This excludes signs that are permanently painted or wrapped on the surface of the vehicle, or adhesive vinyl film affixed to the interior or exterior surface of a vehicle window, or signs magnetically attached to motor vehicles or rolling stock that are actively used in the daily conduct of business. However, such vehicles shall be operable and parked in a lawful or authorized manner.)

(3) Attached to Other Fixtures. No sign may be painted, attached or mounted on fuel tanks, storage containers and/or solid waste receptacles or their enclosures, except for information required by law.

(4) Freeway-Oriented Signs. Freeway-oriented signs are prohibited, except in the following instances:

(a) Building-mounted wall signs (POMC 20.132.170), window signs (POMC 20.132.280) and temporary signs (POMC 20.132.270) as otherwise allowed by this chapter may face the freeway if:

(i) They are installed by a business that has its primary customer entrance facing the freeway; and

(ii) The wall, window or temporary sign also faces an intervening parking lot or frontage road that serves the business.

(b) Freestanding signs as otherwise allowed by this chapter are allowed for businesses located on and facing frontage roads along freeways, even if such signs are incidentally visible from the freeway. (Ord. 024-17 § 2 (Exh. 1)).

20.132.120 Sign area measurements.

Sign area for all sign types is measured as follows:

(1) Background Panel or Surface. Sign copy mounted, affixed or painted on a background panel or surface distinctively painted, textured or constructed as a background for the sign copy, is measured as that area contained within the smallest rectangle, parallelogram, triangle, or circle that will enclose the sign copy and the background.

(2) Individual Letters or Graphics. Sign copy mounted as individual letters or graphics against a wall, fascia, mansard or parapet of a building or surface of another structure, that has not been painted, textured or otherwise altered to provide a distinctive background for the sign copy, is measured as the sum of the smallest square, rectangle, parallelogram, triangle or circle that will enclose each word, name, sentence and complete message, and each graphic in the sign.

(3) Illuminated Surface. If sign copy is mounted, affixed or painted on an illuminated surface or illuminated element of a building or structure, the sign area is measured as the entire illuminated surface or illuminated element which contains sign copy. Such elements may include, but are not limited to, illuminated canopy fascia signs and/or interior illuminated awnings.

(4) Backlit Translucent Panels. Backlit translucent panels and spandrels, with or without text or graphics, are measured as the area of the height and width of any internally illuminated translucent panel or spandrel, including the side panels if the structure or spandrel is greater than six inches in width.

(5) Multiface Signs. Multiface signs, as shown in Figure 8, are measured as follows:

- (a) Two Face Signs. If the interior angle between the two sign faces is 45 degrees or less, the sign area is of one sign face only. If the angle between the two sign faces is greater than 45 degrees, the sign area is the sum of the areas of the two sign faces.
- (b) Three or Four Face Signs. The sign area is 50 percent of the sum of the areas of all sign faces.
- (c) Spherical, free-form, sculptural or other nonplanar sign area is measured as 50 percent of the sum of the areas using only the four vertical sides of the smallest four-sided polyhedron that will encompass the sign structure. Signs with greater than four polyhedron faces are prohibited. (Ord. 024-17 § 2 (Exh. 1)).

20.132.130 Sign height measurement.

Sign height is measured as follows:

- (1) Freestanding Signs. Sign height is measured as the vertical distance from natural grade at the base of a sign to the top of the sign, including the sign support structure; except that signs within 25 feet of an adjacent road may be measured as follows:
 - (a) If natural grade at the base of a sign is higher than the grade of the adjacent road, sign height shall be measured from the base of the sign.
 - (b) If natural grade at the base of the sign is lower than the grade of an adjacent road, the height of the sign shall be measured from the top of curb or road-grade elevation; provided, that fill is placed between the curb and the sign and extends at least five feet beyond the base of the sign in all directions. (Ord. 024-17 § 2 (Exh. 1)).

20.132.140 Sign structure and installation.

- (1) Support Elements. Any angle iron, bracing, guy wires or similar features used to support a sign shall not be visible from publicly accessible areas.
- (2) Electrical Service. When electrical service is provided to freestanding signs or to signs located on a wall within a landscaped area, all such electrical service is required to be underground and concealed. Electrical service to building-mounted wall signs, including conduit, housings and wire, shall be concealed or, when necessary, painted to match the surface of the structure upon which they are mounted. An electrical permit must be issued prior to the installation of any new signs requiring electrical service.

(3) Raceway Cabinets. Raceway cabinets, where used as an element of building-mounted wall signs, shall match the building color at the location of the building where the sign is located. Where a raceway cabinet provides a contrast background to sign copy, the colored area is considered part of the sign face and is counted in the aggregate sign area permitted for the site or business. Examples of raceway cabinets are shown in Figure 3.

Figure 3
Raceway Cabinets



(4) Limitation on Attachments and Secondary Uses. All permitted sign structures and their associated landscape areas shall be kept free of supplemental attachments or secondary uses including, but not limited to, supplemental signs not part of a permitted sign, light fixtures, newspaper distribution racks or trash containers. The use of sign structures and associated landscape areas as bicycle racks or support structures for signs that are not permitted is prohibited. (Ord. 024-17 § 2 (Exh. 1)).

Article IV. Sign Types

20.132.150 Accessory signs.

The installation or modification of an accessory sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC [20.132.030](#). No permit shall be issued for an accessory sign which does not comply with the following standards:

- (1) Number. A maximum of one sign at each vehicle point of entry or egress, not to exceed four accessory signs per parcel.
- (2) Location. Flexible; provided, that the number of signs in subsection (1) of this section is not exceeded; and provided, that the signs comply with the setback standards for freestanding signs in POMC [20.132.210](#).
- (3) Zones. Not allowed in residential zones.
- (4) Design. Nonilluminated or internal illumination only. Any accessory sign with electronic display must conform to all digital sign and/or electronic message center sign standards in POMC [20.132.190](#), Digital signs, and POMC [20.132.200](#), Electronic message center (EMC) signs.

(5) Size. Maximum sign area: three square feet per face; may be double-sided.

(6) Height. Mounting height:

(a) Building-mounted wall sign (POMC 20.132.170): maximum of eight feet; must be flat against a wall of the building.

(b) Freestanding sign (POMC 20.132.210): maximum of three feet from grade.

Figure 4
Accessory Signs



(7) Drive-Through Large Accessory Signs. In addition to the accessory signs allowed for vehicle points of entry, and in addition to freestanding signs otherwise allowed under POMC 20.132.210, large accessory signs are allowed for each point of entry to a drive-up window, subject to the following standards:

(a) Maximum sign area per drive-up point of entry: 45 square feet.

(b) Maximum sign size: 50 square feet.

(c) Maximum sign height: five feet, six inches, including the associated sign structure.

(d) Orientation. Large accessory signs must be oriented so that the sign face is not visible from the view of the street or public-right-of way.

(e) Screening. All sides of large accessory signs must be screened from the view of the street or public right-of-way with landscaping or walls of brick, stone or siding materials that match the principal walls of the building to which the sign applies. If landscaping is used for screening, it must provide full screening at maturity and must be large enough at planting to provide at least 70 percent screening of the sign.

(f) Audio. No sound or amplification may be emitted that is audible beyond the site. (Ord. 024-17 § 2 (Exh. 1)).

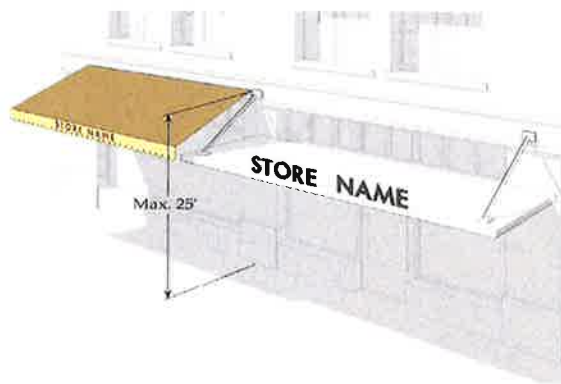
20.132.160 Awning and canopy signs.

The installation or modification of an awning or canopy sign shall require a sign permit unless the activity related to the sign is listed as exempt under POMC [20.132.030](#). No permit shall be issued for an awning or canopy sign which does not comply with the following standards:

(1) Number. One awning or canopy sign is allowed for each primary entrance to a building or tenant space. In addition, one awning or canopy sign may be allowed on a secondary entrance which faces a public street or on-site parking area. (As used in this subsection, "street" shall include freeways, but exclude alleys and service ways.) The awning/canopy sign may only be placed on the ground floor level facade of the building.

(2) Area. The sign area on the primary elevation shall not exceed one square foot of sign area per lineal foot of awning or canopy width. A maximum of 40 percent of an awning or canopy on which signage is proposed may be of an angle greater than 60 degrees from horizontal.

Figure 5
Awning/Canopy Sign



(3) Location.

(a) An awning/canopy sign may not be mounted higher than a maximum of 25 feet above grade or the sidewalk adjacent to the ground floor.

(b) An awning/canopy sign shall not project above, below or beyond the edges of the face of the building wall or architectural element on which it is located.

(c) No part of the sign, as a part of, or displayed on the vertical surface of an awning/canopy, shall project beyond the edges of the awning/canopy surface on which it is displayed. If an

awning/canopy is placed on multiple store fronts, each business or tenant space is permitted signage no greater than 60 percent of the store width or tenant space.

(d) The awning/canopy shall not extend horizontally a distance greater than 60 percent of the width of the awning/canopy or valance on which it is displayed.

(4) Zone. Not allowed in residential zones.

(5) Illumination. If sign letters or logos are to be backlit or internally illuminated, only the face area containing the letters or logos may be illuminated. All illumination must be internal behind the surface of the awning/canopy. The sign may also be externally illuminated as allowed by POMC 20.132.090. (Ord. 024-17 § 2 (Exh. 1)).

20.132.170 Building-mounted wall signs.

The installation or modification of a building-mounted wall sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC 20.132.030. No permit shall issue for a building-mounted wall sign which does not comply with the following standards:

(1) Residential Zones. The maximum building-mounted wall signage allowed in residential zones is as follows:

(a) Size of Parcel or Site. Wall signs are not allowed on sites smaller than two acres, except for address numbers as required by law.

(b) Area. Four square feet total.

(c) Design. Nonilluminated.

(d) Development Type. A mixed use building (i.e., containing residential and nonresidential uses) shall be regulated as a nonresidential use for signage according to this chapter.

(2) Nonresidential Zones.

(a) Size of Parcel or Site. No restrictions.

(b) Area. The total signage may be up to five percent of the area of the facade upon which the sign is placed. Width: not to exceed 60 percent of the width of the wall plane upon which the sign is placed or the width of the tenant space. Height: not to exceed 70 percent of the height of the

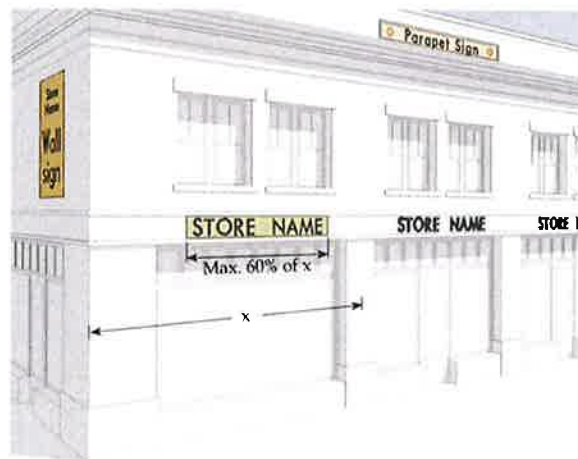
blank wall space or fascia on which the sign is mounted. In the absence of a building height measurement, the city will assume 10 feet in height per story excluding basements.

(c) Location on Building. Signs may not cover or obscure important architectural details of a building, such as stair railings, windows, doors, decorative louvers or similar elements intended to be decorative features of a building design. Signs must appear to be a secondary feature of the building facade.

(d) Illumination, Flush or Tight Mounted. All individual letter signs shall be installed to appear flush-mounted. If the letters are illuminated and require a raceway, the letters shall be installed tight against the raceway, which shall be painted to match the color of the surface to which the raceway is mounted. For new construction, the raceway shall be recessed to allow letters to be flush with the wall surface.

(e) Design. Where more than one sign is allowed for a business or tenant space, all signs shall be consistent in design, style, color and method of illumination. Where there are multiple businesses or tenants on a site, all signs shall conform to a master sign plan, if applicable, consistent with POMC [20.132.060](#).

Figure 6
Standards for Building-Mounted Signs



(Ord. 024-17 § 2 (Exh. 1)).

20.132.180 Changeable copy sign.

Changeable copy signs may be either wall-mounted or freestanding; roof-mounted changeable copy signs are not permitted. Changeable copy signs shall comply with the requirements, including permitting requirements, of the underlying sign type according to POMC [20.132.170](#), Building-

mounted wall signs, or POMC [20.132.210](#), Freestanding signs, as well as the following additional requirements:

(1) Number. No more than one changeable copy sign shall be allowed for each parcel, except that additional changeable copy signs are permitted as follows:

(a) The additional changeable copy sign(s) must be placed at least 100 feet from abutting streets or rights-of-way; and

(b) When the area, height and quantity of additional changeable copy signs are added to the first changeable copy sign, the total changeable copy sign(s) must not exceed the total maximum area, height, and quantity standards otherwise applicable to any freestanding or building-mounted wall signs on the parcel.

Figure 7
Changeable Copy Sign



(2) Area. No more than 20 percent of the allowed wall sign area or 50 percent of a freestanding sign face may be changeable copy (this does not apply to signs required by law). Wall-mounted changeable copy signs placed at least 100 feet from abutting street frontages may be a maximum of 50 percent of permitted wall sign area.

(3) Placement/Location. Allowed only as an integral part of a building-mounted wall sign or a freestanding sign.

(4) Zones. Changeable copy signs are allowed in all zones, but shall not be allowed on properties containing a residential land use unless the residential use is part of a mixed use development when the principal use of the parcel is nonresidential. (Home businesses shall be considered a secondary use (or accessory use) for the purposes of this section.)

(5) Design. Nonilluminated changeable copy signs are allowed in all zones. Internally or indirectly illuminated changeable copy signs are allowed in nonresidential zones subject to the illumination standards in POMC 20.132.090. (Ord. 024-17 § 2 (Exh. 1)).

20.132.190 Digital signs.

A digital sign is not a separately allowed sign type. The purpose of this section is to regulate the manner in which digital sign technology can be applied to sign types that are otherwise allowed in this chapter. It is not intended to allow more signs or larger signs than otherwise permitted in this chapter. No permit shall be issued for a digital sign which does not comply with the following standards:

- (1) Maximum size: 30 square feet, or as otherwise limited by the size limits of this chapter.
- (2) Density: one digital sign per 100 feet of street frontage in nonresidential zones, not to exceed one sign per parcel.
- (3) Zoning: allowed in nonresidential zones only.
- (4) Maximum luminance: 50 nits during nighttime hours.
- (5) Motion limits: no motion allowed except for instantaneous change of message.
- (6) Minimum hold between messages: eight seconds.
- (7) Programming: to ensure that digital signs are programmed and continue to operate according to local standards, digital signs shall be designed for local on-site control and programming. (Ord. 024-17 § 2 (Exh. 1)).

20.132.200 Electronic message center (EMC) signs.

An EMC sign is not a separately allowed sign type. The purpose of this section is to regulate the manner in which EMC sign technology can be applied to sign types that are otherwise allowed in this chapter. It is not intended to allow more signs or larger signs than otherwise permitted in this chapter. No permit shall issue for an EMC sign which does not comply with the following standards:

- (1) Maximum size: 30 square feet.
- (2) Density: one EMC sign per 100 feet of street frontage, not to exceed one per business and tenant space.
- (3) Zoning: prohibited in residential zones.

(4) Minimum parcel size per sign: one acre.

(5) Maximum Luminance.

(a) Daytime: 5,000 nits.

(b) Nighttime (one-half hour before sunset to one-half hour after sunrise): 100 nits. EMC signs shall comply with POMC 20.132.090(4) concerning time limitations (i.e., EMC signs shall be turned off by 11:00 p.m. or when the business closes, whichever is later).

(c) Signs shall include auto-dimming features with light-sensory capabilities to dim the sign to allowable luminance levels during nighttime hours.

(6) Motion limits: no motion except for a fade in of the next message with the fade transition being no more nor less than one and one-half seconds. Fade transition is required rather than instantaneous message changes to avoid sudden or startling flashes of light.

(7) Minimum hold between messages: 10 seconds, plus one-and-one-half-second transition fade.

(8) Programming. To ensure that EMC signs are programmed and continue to operate according to local standards, EMC signs shall be designed for local on-site control and programming. The applicant shall provide a written certificate from the sign manufacturer that the nighttime light intensity has been factory preset not to exceed allowable levels under this section, and that this setting is protected from end-user modification by password-protected software or other method that ensures compliance. (Ord. 024-17 § 2 (Exh. 1)).

20.132.210 Freestanding signs.

The installation or modification of a freestanding sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC 20.132.030.

Freestanding signs, as defined in this chapter, include monument signs, pole signs, and other signs permanently mounted or supported on the ground by posts or braces. No sign permit shall be issued for a freestanding sign which does not comply with the following standards:

(1) Number.

(a) The number and type of freestanding signs for single and multiple tenant uses are derived from the use, zone, location and length of development site frontage as described in this section.

(b) One freestanding sign is allowed for each site frontage. Flag lot sites with frontage on a public street are permitted one freestanding sign on the frontage providing primary access to the site.

(c) Where more than one freestanding sign is proposed on a site with multiple frontages, a minimum of 60 linear feet shall separate each sign.

(2) Location.

(a) No freestanding sign shall be permitted on any site that does not have street frontage.

(b) Freestanding signs shall be set back a minimum of five feet from the street-side property line, a minimum of 25 feet from any interior side lot line and a minimum of 30 feet from any residential zoned property.

(c) No freestanding sign shall be located in the triangular area(s) measured 15 feet by 15 feet where a driveway enters onto a street, or in any other area which may obstruct the vision of motorists so as to create a safety hazard. The short legs of the triangular area shall be measured along the site frontage and perpendicular to the site frontage at the intersecting driveway. Additionally, all signs are subject to the public works standards regarding sight distances.

(d) A freestanding sign may not be approved in conjunction with a roof-mounted sign, or where a roof-mounted sign exists.

(3) Height, Support Width, and Area by Freestanding Sign Type.

(a) Top Mounted Pole Signs.

Figure 8
Pole Sign



Top mounted pole signs shall meet the following sign area, height, and support width requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height	Minimum Support Width
< 50 feet	24 square feet	6 feet	40% of sign width
50 – 99 feet	36 square feet	10 feet	40% of sign width
100 feet and over	50 square feet	12 feet	40% of sign width

(b) Pole and Mast Arm Hanging Signs.

Figure 9
Pole and Mast Arm Sign



Pole and mast arm hanging signs shall meet the following sign area, height, and support width requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height
< 50 feet	16 square feet	10 feet
50 – and over	16 square feet	10 feet

(c) Double Post-Mounted Freestanding Sign.

Figure 10
Double Post-Mounted Freestanding Sign



Double post-mounted freestanding signs shall meet the following sign area and height requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height
< 50 feet	30 square feet	6 feet
50 – 150 feet	42 square feet	7 feet
150 feet and over	56 square feet	8 feet

(d) Monument Freestanding Signs.

Figure 11
Monument Freestanding Sign



Monument freestanding signs shall meet the following sign area, base width and height requirements which shall be based on site frontage:

Site Frontage	Maximum Area per Face	Maximum Height	Minimum Sign Base Width
< 50 feet	30 square feet	6 feet	100% of sign width
50 – 150 feet	42 square feet	7 feet	100% of sign width
150 feet and over	56 square feet	8 feet	100% of sign width

(4) Design Requirements.

- (a) Freestanding signs shall be of a style, material, and design compatible with the associated building.
- (b) Berming shall not be used to exceed the maximum allowable height of freestanding signs.
- (c) For monument signs or signs surrounded by a framework, the area of the surrounding structure shall not exceed the allowable sign area by more than 20 percent.
- (d) Freestanding signs should be sited so that they integrate with the location of street trees and other site landscaping, and to avoid obscuring the view of adjacent freestanding signs.
- (e) Landscaping at the base of a freestanding sign is required, providing a landscaped area equal to square footage of one face of the freestanding sign; however, this provision does not apply to temporary freestanding signs.
- (f) If a sign is proposed in a landscaped area, either an existing landscaped area or required landscaping for new development, the sign shall be compatible with the existing or proposed landscaping, and shall be shown on the landscaping plan if applicable.

Figure 12

Landscaped Monument Freestanding Sign



Figure 13

Landscaped Pole and Mast Arm Hanging Freestanding Sign



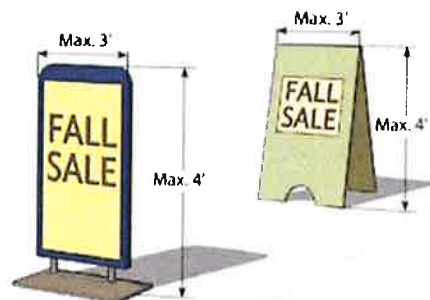
(Ord. 024-17 § 2 (Exh. 1)).

20.132.220 Portable signs.

The installation or modification of a portable sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC [20.132.030](#). No permit shall be issued for a portable sign (including sandwich boards and pole mounted signs) which does not comply with the following standards:

- (1) Zone. Allowed only in nonresidential zones, except that temporary portable signs are allowed in residential zones, subject to the provisions of POMC [20.132.270](#), Temporary signs.
- (2) Design and Materials. Must be designed with durable materials, otherwise they will be regulated as temporary signs under POMC [20.132.270](#). Portable signs must be designed to withstand wind and include a heavy weighted base for pole-mounted signs, and a heavy weight suspended between the opposing faces of a sandwich board sign.

Figure 14
Portable Signs



- (3) Size and Height. Sandwich board signs: Maximum of four feet in height, maximum of three feet in width. (Note: sandwich board sign height is measured in the open standing position, rather than in

closed standing position.) Pole-mounted signs: Maximum of three feet in width, maximum of four feet in height.

(4) Number.

Single Tenant Lots: Not more than one portable sign (two signs if the lot has more than 120 linear feet of street frontage) may be displayed per street frontage.

Multitenant Lots: Not more than one portable sign may be displayed per business, per tenant space.

(5) Location.

Single Tenant Lots: Must be located at least 10 feet from a side lot line.

Multitenant Lots: Must be located at least 10 feet from a side lot line, and no farther than 10 feet from the primary building or suite occupied by the business unless otherwise approved as part of a master sign program in accordance with this chapter.

No portable sign may be located on or overhanging the city right-of-way (which includes the sidewalk) without a street use permit. Signs shall not be located within the sight distance triangle of a driveway or street intersection or create a public safety hazard, and if located on a sidewalk or other pedestrian access, must be compatible with ADA requirements for unobstructed passage width.

(6) Display Hours. Portable signs, including temporary portable signs, may be displayed during business or operating hours only.

(7) Type. Portable signs may not be illuminated in any manner. (Ord. 024-17 § 2 (Exh. 1)).

20.132.230 Projecting signs.

The installation or modification of a projecting sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC 20.132.030. No permit shall be issued for any projecting sign which does not comply with the following standards:

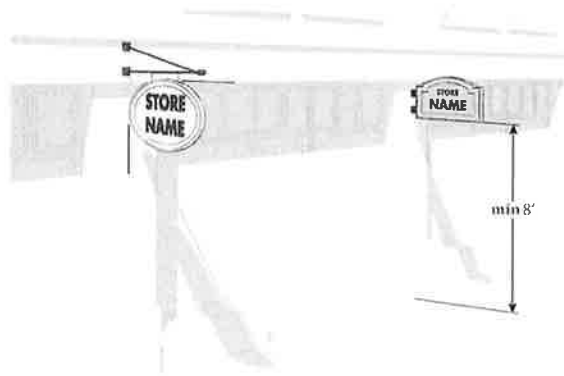
(1) Number. One projecting sign may be allowed per tenant space or building frontage. Projecting signs are permitted in addition to allowable wall signage.

(2) Sign Size.

(a) Nonresidential zones: The face of a projecting sign shall not exceed 12 square feet in area.

(b) Residential zones: The face of a projecting sign shall not exceed one and one-half square feet in area.

Figure 15
Projecting Sign



(3) Location.

(a) Projecting signs may extend a maximum of four feet from the building and shall be hung a minimum of six inches from the building.

(b) No projecting sign shall be located higher than the first story level of the building.

(c) Projecting signs may be located in all residential and nonresidential zones.

(4) Design.

(a) In nonresidential zones, projecting signs may be illuminated, internally or indirectly. In residential zones, projecting signs may not be illuminated.

(b) A projecting sign shall be perpendicular to the building wall to which it is affixed.

(c) Projecting signs shall not exceed four inches in thickness.

(d) Projecting signs shall be supported by or suspended from solid rods or otherwise tethered or reinforced to avoid movement in wind.

(5) Suspended Signs. Signs suspended from the underside of an awning, or attached to the underside of an awning or other cover above a sidewalk or walkway shall be considered projecting signs. This definition includes the downtown marquee located on Bay Street between Orchard Ave. and Harrison Ave.

(6) Projecting Signs Overhanging Public Property. Projecting signs overhanging public property, including city right-of-way, shall be regulated as follows:

- (a) If a projecting sign is suspended from a marquee or awning, no part of the sign shall be located lower than seven feet above the grade of the right-of-way located beneath the sign, including any sidewalk.
- (b) Projecting signs suspended from a marquee or awning over a public sidewalk shall not extend into or occupy more than two-thirds of the width of the sidewalk as measured from the adjacent building face.
- (c) Projecting signs attached to a building or suspended from a marquee or awning shall be separated by at least 10 feet unless otherwise approved by the director.
- (d) Projecting signs attached to a building or suspended from a marquee or awning shall be suspended by chains, cables, or rods of a sufficient gauge to ensure public safety.
- (e) Any sign that overhangs right-of-way or other public property shall be required to obtain a street use permit and/or a public property use permit, in addition to a sign permit.

Figure 16
Projecting Sign Beneath the Downtown Marquee



(7) Projecting Signs on Private Property. Projecting signs located on private property that do not overhang public property (including right-of-way) shall be regulated as follows:

- (a) If a projecting sign is suspended from a marquee or awning, no part of the sign shall be located lower than seven feet above the grade of the sidewalk, street, driveway or parking lot

located beneath the sign.

(b) Projecting signs attached to a building or suspended from a marquee or awning shall be separated by at least 10 feet unless otherwise approved by the director.

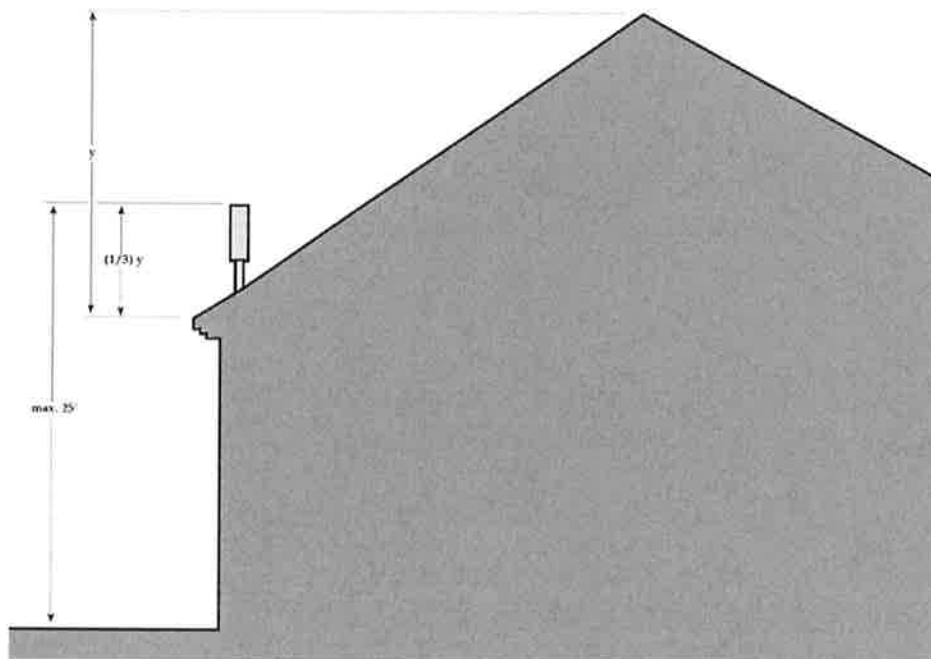
(c) Projecting signs attached to a building or suspended from a marquee or awning shall be suspended by chains, cables, or rods of a sufficient gauge to ensure public safety. (Ord. 024-17 § 2 (Exh. 1)).

20.132.240 Roof-mounted signs.

The installation or modification of a roof-mounted sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC 20.132.030. A roof-mounted sign may be permitted in lieu of some or all of the wall-mounted signage that would otherwise be allowed on a particular building or parcel according to this chapter. No permit shall be issued for a roof-mounted sign which does not comply with the following standards:

(1) Number. No more than one roof-mounted sign shall be allowed for each building.

Figure 17
Roof-Mounted Sign



(2) Area. The total area of the roof-mounted sign, and any wall-mounted sign(s) located on the building facade above which the roof-mounted sign is located, shall not exceed the total amount of wall sign area that would be allowed for that building facade according to POMC 20.132.170.

(3) Location and Height. Allowed on the slope of peaked/sloped roofs only, at a minimum slope of 3:12, and only on the lowest one-third of the slope of the peaked roof. Roof-mounted signs shall be installed so that the structural supports of the sign are minimized. Angle irons, guy wires, braces or other secondary supports shall appear to be an integral part of the roof or roof-mounted sign. Roof-mounted signs shall in no case exceed 25 feet in height above the average grade immediately adjacent to the portion of the roof to which the sign is affixed.

(4) Zone. Roof-mounted signs are permitted in nonresidential zones only.

(5) Design. Roof-mounted signs may be nonilluminated, internally illuminated or indirectly illuminated; provided, that the light is limited to the sign face only. (Ord. 024-17 § 2 (Exh. 1)).

20.132.250 Service island signs.

The installation or modification of a service island sign shall require a sign permit unless the activity related to the sign installation or modification is listed as exempt under POMC 20.132.030. No permit shall be issued for a service island sign which does not comply with the following standards:

(1) Number and Size.

(a) Island Canopies. One sign on the canopy fascia per street frontage, not to exceed 20 percent of the area of canopy fascia to which the sign is mounted.

(b) Spandrel Signs and Canopy Support Signs. Spandrel signs shall not exceed 20 percent of the spandrel area, and both spandrel signs and signs attached to canopy support columns shall be deducted from allowable wall signage on the associated principal building on the site.

(2) Zone. Not allowed in residential zones.

(3) Design. Service island signs and spandrel signs may be internally illuminated, subject to the illumination standards of POMC 20.132.090. Signs attached to canopy support columns shall not be illuminated. (Ord. 024-17 § 2 (Exh. 1)).

20.132.260 Sign walkers.

Sign walkers are allowed and do not require a sign permit but are subject to the following standards:

(1) Permit. A permit is not required for a sign walker, but the sign walker shall comply with all the applicable requirements of this chapter.

(2) Number. No limit.

(3) Area. The sign walker's sign shall not exceed eight square feet in area, and shall not exceed eight feet in height when held in place.

(4) Zone. Allowed in nonresidential zones only.

(5) Design. The sign walker's sign cannot be illuminated or made of reflective materials. Sign walkers shall be limited to daylight hours only. A sign walker's sign may not include any element of a prohibited sign as described in POMC 20.132.040, Prohibited signs.

(6) Location. Sign walkers are restricted to a minimum of 30 feet from a street or driveway intersection, measured from the back of the curb or edge of pavement if no curb exists, and shall not be located in any of the following places:

(a) On any public property or within public right-of-way, although sign walkers are allowed on public sidewalks;

(b) In parking aisles or stalls;

(c) In vehicle or pedestrian travel pathways of private streets, including shoulder, bike lane and sidewalk;

(d) On fences, walls, boulders, planters, other signs, vehicles, utility facilities or other structures;
or

(e) In a manner which results in a sign walker physically interfering with or creating a hazardous distraction to motorists, pedestrians or bicyclists. (Ord. 024-17 § 2 (Exh. 1)).

20.132.270 Temporary signs.

(1) No Permit Required. A temporary sign does not require a sign permit but shall comply with the following standards:

(2) Removal. Temporary signs shall be removed if the sign is in need of repair, is worn, dilapidated or creates a public nuisance.

(3) Materials. See POMC 20.132.100, Sign materials, and the definition of "temporary sign" in POMC 20.132.290, Definitions.

(4) City Property (Excluding City Right-of-Way). Temporary signs on city-owned property (excluding city right-of-way) are allowed only in conjunction with an approved special event permit.

(5) City Right-of-Way Outside of the Roadway. Temporary signs are prohibited in the roadway. Temporary signs on city right-of-way placed outside of the roadway must comply with the following requirements:

(a) Location. Allowed only between the property line and the back of the nearest curb, or where no curb exists, between the property line and the nearest edge of the roadway pavement. Signs may not be placed on sidewalks, driveways or other paved areas designed for pedestrian or vehicular use, in roundabouts or center medians, or as conditioned in a street use permit.

(b) Approval of Abutting Owner. Approval of the abutting owner is recommended.

(c) Type. Signs on stakes that can be manually pushed or hammered into the ground are allowed. All other signs are prohibited, unless specifically allowed by a street use permit.

(d) Size and Height. Limited to four square feet, and three feet in height.

(e) Dilapidated or Nuisance Signs. Any temporary sign in the right-of-way that is dilapidated or a nuisance shall be removed by the person responsible for placement of the sign.

(f) Other Signs. The city may allow permanent or oversize signs in city rights-of-way with a street use permit.

(6) Residential Zones. Temporary signs may be placed on property residentially zoned in accordance with the requirements of this section and the following:

(a) Window Signs. Limited to no more than one temporary window sign per residential unit, not to exceed four square feet.

(b) Freestanding Signs (Includes Post-Mounted, Stake and Portable Signs).

(i) Single-Family Zones. Each temporary freestanding sign shall not exceed four square feet in size and five feet in height, if the sign is mounted on the ground, and not to exceed three feet in height if the sign is stake-mounted or portable. No more than 32 square feet of temporary freestanding signage may be located on any one site.

(ii) Multifamily Zones. Each temporary freestanding sign shall not exceed six square feet in size and five feet in height if the sign is post-mounted on the ground, and not to exceed three feet in height if the sign is stake-mounted or portable. No more than 32 square feet of temporary freestanding signage may be located on any one site.

(iii) Developments. One post-mounted sign of up to eight feet in height and 32 square feet shall be allowed in association with a residential subdivision, during the period of active site development and construction. Such sign may not be permanently installed, and shall be removed upon completion of construction of all homes in the associated subdivision. If site development or construction ceases or is suspended for a period of more than 180 days, the sign shall be removed until construction or development resumes.

(c) Surface-Mounted Signs. Limited to sites two acres or larger:

(i) Size. The total amount of temporary signage on a site, whether in one sign or multiple signs, must equal no more than 32 square feet.

(ii) Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing or abutting the street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

(7) Nonresidential Zones. Temporary signs are allowed on nonresidentially zoned property in accordance with the requirements of this section and the following:

(a) Window Signs. Limited to 25 percent of the window area, subject to the window sign requirements of POMC 20.132.280, Window signs.

(b) Freestanding Signs (Including Post-Mounted, Stake and Portable Signs). One sign per street frontage meeting the following conditions:

Size/height: limited to four square feet and five feet in height if the temporary sign is mounted on the ground, and not to exceed three feet in height if the temporary sign is portable.

(c) Surface-Mounted Signs.

(i) Size. The total amount of temporary signage on a site, whether in one sign or multiple signs, must equal no more than 30 square feet.

(ii) Location. Must be flatly affixed to walls below the fascia or parapet line, or flatly affixed to on-site fences either facing the abutting street, or facing inward to the subject site. Signs shall not be attached or tethered to other site improvements.

(8) Temporary Signs on Large Properties, Residential or Nonresidentially Zoned Properties. The following temporary signs may be placed on any site at least two acres in size, in accordance with the

requirements of this section and the following:

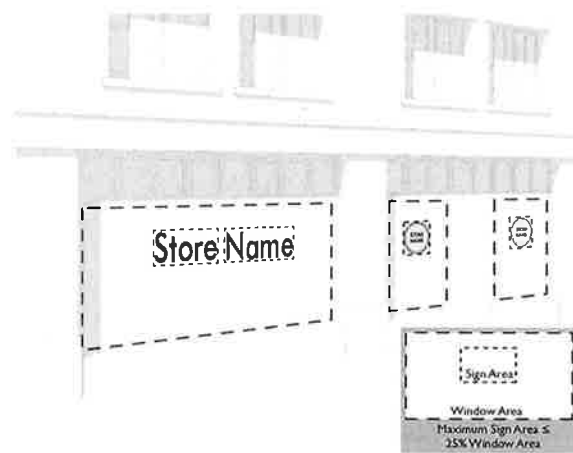
- (a) Type. Any type.
- (b) Number/Size/Height. One sign per street frontage. Not to exceed 32 square feet and up to eight feet above ground level.
- (c) Exclusivity. The sign allowed under this subsection is in lieu of and shall not be displayed with or be in addition to other temporary signs allowed by this section. (Ord. 024-21 § 1; Ord. 024-17 § 2 (Exh. 1)).

20.132.280 Window signs.

A window sign does not require a sign permit but shall comply with the following standards:

- (1) Number. No more than one permanent window sign may be placed in a single window.

Figure 18
Window Signs



- (2) Window Coverage. Window signs (temporary and permanent combined) shall not exceed 25 percent of the area of the window on which they are displayed.
- (3) Location. No higher than second story windows for permanent window signs.
- (4) Zone. Allowed in all zones.
- (5) Design. Permanent window signs are limited to individual painted or vinyl letters and graphics, or neon signs constructed with or without a solid or opaque background. (Ord. 024-17 § 2 (Exh. 1)).

Article V. Definitions

20.132.290 Definitions.

The words and phrases used in this section shall be construed as defined in this chapter, unless the context clearly appears otherwise. Unless specifically defined in this section, the definitions set forth in other provisions of this code shall likewise apply to this chapter.

“A”

“Abandoned sign” means a sign, the face of which has been removed or is broken and is not refaced within 180 days thereafter. Abandoned signs shall also include signs with rusted, faded, peeled, cracked or otherwise deteriorated materials or finishes that have not been repaired within 90 days after the city provides notice of the sign’s deteriorated condition under the city’s enforcement chapter (Chapter 20.02 POMC).

“Accessory sign” means a permanent, freestanding sign of limited height and size that provides supplemental opportunity for freestanding signage on a site.

“Aerial sign” means a freefloating balloon, kite or similar object not directly secured to property within the city.

“A-frame sign” means signs capable of standing without support or attachment. See also “portable sign.”

“Alter” means to change the copy, color, size, shape, illumination, position, location, construction or supporting structure of a sign, not including ordinary maintenance.

“Area of a sign” means the smallest square, rectangle, parallelogram or circle that will enclose the extreme limits of writing, representation, logo, or any figure of similar character, together with any frame, background area, structural trim, or other materials or color forming an integral part of the display or used to differentiate such sign from the background against which it is placed. The supports or uprights on which any such sign is supported shall not be included in determining the sign area. The area of signs with two faces shall be considered to be the area of the largest face. The area of signs with three or more faces shall be considered to be the area of the largest face or one-half the area of all of the faces, whichever is less.

“Awning or canopy sign” means a sign affixed to or imprinted on an attached shelter composed of nonrigid materials such as an awning or a permanent architectural projection or composed of nonrigid materials on a supporting framework, affixed to the exterior wall of a building or extending over a door, entrance, window or outdoor service area. This definition does not apply to gas station canopies and

similar permanent, rigid structures, which shall be regulated in the same manner as other buildings according to zoning and land use requirements.

“B”

“Business activity” means an enterprise offering goods, services, or other consideration to the public, in legal occupancy of a site or of a specific portion of a site and under separate and distinct management from any other enterprise located on the same site.

“Business frontage” means the horizontal dimensions of a building or individual business elevation measured at ground level.

“C”

Canopy or Awning Sign. See definition under “awning or canopy sign.”

“Changeable copy sign” means a sign or portion thereof which is designed to have its message or copy readily changed manually or by remote or automatic means without altering or replacing the face or surface. Changeable copy signs support hard-copy text or graphics and do not use digital or electronic text or images.

“D”

“Digital sign” means a changeable copy sign with monochrome LED (light emitting diodes) text, graphics or symbols over a black, nonilluminated background.

“E”

“Electronic message center sign” means an electrically activated changeable copy sign having variable message and/or graphic presentation capability that can be electronically programmed by computer or handheld device from a remote location. EMC signs typically use light emitting diodes (LEDs) or liquid crystal display (LCD) as a lighting source.

“Elevation” means the visible vertical plane of the side of a building from ground level to the roof line.

“Elevation, primary” means the side of a building directly abutting either a street or a parking area. A business owner may choose which elevation is considered the primary elevation, except that in a multitenant building, the elevation which is contiguous to other businesses shall be the primary elevation.

“Elevation, secondary” means any elevation of a building not determined to be a primary elevation.

“F”

“Facade” means the elevation of a building extending from the ground level up to the bottom of the fascia on a pitched roof building, and up to the top of the wall or parapet on a flat roof building. The area of a facade for purposes of calculating allowable wall signage includes the area of the windows and doors but excludes openings that do not have solid coverings, such as breezeways, colonnades and gateways that extend to the backside of the building.

“Fascia” means an architectural term for a vertical frieze or board under a roof edge or which forms the outer surface of a cornice, visible to an observer.

“Feather sign” means a freestanding type of attention-getting device that resembles a sail made of fabric or nylon affixed to a single lightweight pole used for promotional or advertising purposes.

“Flag” means a flat piece of cloth, with distinctive colors, patterns or symbols, having one end of the cloth attached to a vertical staff (directly or by rope and pulley mechanism) and all other ends freeflowing under natural movement of wind.

“Flag canopy” means a line of flags, or a series of lines of flags, suspended above a site.

“Flashing sign” means an electric sign or portion thereof, except electronic message center signs, which changes light intensity in a sudden transitory burst, or which switches on and off in a constant pattern in which more than one-third of the nonconstant light source is off at any one time.

“Freestanding sign” means any sign which is supported by a solid base, posts, poles or braces located in or upon the ground, and which is independent from any building or other structure.

“Freeway” means a limited access highway, state route or interstate.

“Freeway oriented sign” means a sign within 150 feet of a freeway right-of-way that has its sign face parallel to, perpendicular to, angled toward, or otherwise readable from the freeway right-of-way.

“Frontage” means the property line of an individual lot, tract or parcel that abuts a public or private street right-of-way, excluding alleys and private driveways. The number of frontages on a lot is the same as the number of public or private street rights-of-way that the lot abuts.

“G”

“Gross leasable space” means area of a single leasable space, regardless of the number of tenants or leases within the space.

“H”

“Halo illuminate” means a light source placed behind totally opaque letters or symbols so that the light reflects off the wall or background to which the letters or symbols are mounted, rather than emanating through the letters or symbols, creating a halo effect that leaves the letters or symbols viewable in silhouette form only.

“Height of sign” means the overall height of the sign above grade directly below or at the base of the sign.

“I”

“Illegal sign” means a sign which does not conform to the requirements and standards of this chapter and which does not meet the criteria of a nonconforming sign as defined in this definitions section.

“Integrated development site” means any commercial or noncommercial development site, regardless of the number of lots or individual tenants, that is developed with common parking, layout, architecture or design features.

“Item of information” means a word, figure, logo, abbreviation or other symbolic representation.

“L”

“Logo” means a design of letters, colors or symbols used as a trademark or for identification in lieu of, or in conjunction with, other signs.

“Logo shield” means a logo contained within an area no greater than four square feet, incorporated into a larger sign face or designed as an individual sign or component of a sign containing individually mounted sign graphics.

“Lot line” means a line that separates two lots.

“Luminance” means the photometric quality most closely associated with the perception of brightness. Luminance is measured in candelas per square meters or “nits.”

“M”

“Mansard” means a roof with two slopes on each side of the four sides, the lower steeper than the upper.

“Master sign plan” means a coordinated sign plan which includes the details of all signs (not including exempt or temporary signs) which are or will be placed on a site.

“Monument sign” means a freestanding low profile sign with the sign width greater than the sign height and designed with a solid base and background.

“Motion” means the depiction of movement or change of position of text, images or graphics. Motion shall include, but not be limited to, visual effects such as dissolving and fading text and images, running sequential text, graphic bursts, lighting that resembles zooming, twinkling or sparkling, changes in light or color, transitory bursts of light intensity, moving patterns or bands of light, expanding or contracting shapes and similar actions.

“Multitenant development” means a development consisting of three or more leasable spaces.

“N”

“Natural grade” means the topographic condition or elevation of a site or portion of a site over the past five years, or the finished grade of an approved site development plan. Changes to grade or elevation resulting from fill, mounding or berming within five years preceding any requested permit other than a site development plan shall not be considered natural grade for permitting purposes.

“Neon sign” means a sign with illumination affected by a light source consisting of a neon or other gas tube which is bent to form letters, symbols or other shapes.

“Nighttime hours” means from one-half hour before sunset to one-half hour after sunrise.

“Nits” means a unit of measure of brightness or luminance. One nit is equal to one candela/square meter.

“Nonconforming sign” means any sign, which at one time conformed to all applicable requirements and standards of this chapter, including all permit requirements, but which subsequently ceased to so conform due to changes in such requirements and standards.

“Nonresidential zone” means, in the context of this chapter, any zone that does not include residential dwelling units except for mixed use zoning districts where residential units are located above or

behind nonresidential uses and the ground floor streetscape is characterized by commercial and other nonresidential uses.

“O”

“Opaque” means a material that does not transmit light from an internal illumination source.

“P”

“Painted sign” means a sign painted directly on a building or on material which is then attached to a building. See also “wall sign.”

“Pan-channel” means a sign graphic that is constructed of a three-sided metal channel, usually having a light source contained within the channel. The open side may face inward, resulting in silhouette lighting, or it may face outward to allow full illumination. The open side of the channel may be enclosed with a translucent material.

“Parapet” means a protective wall or barrier projecting above any canopy, balcony or roof.

“Permanent sign” means a sign constructed of weather resistant material and intended for permanent use and that does not otherwise meet the definition of “temporary sign.” Wall-mounted sign holders designed for insertion of signs and posters shall be considered permanent signage and subject to all standards of this chapter.

“Pole sign” means a sign mounted on a pole that is permanently inserted into or affixed to the ground.

“Portable sign” means a freestanding sign that is readily moveable and not permanently affixed to the ground, including A-frame or sandwich board signs, pole signs mounted on weighted bases, and similar signs that are used on more than a temporary basis.

“Projecting sign” or “projection sign” means a sign attached to a building with the face not parallel to the vertical surface of the building. Projecting signs include signs projecting directly from walls, or signs hanging from porch ceilings or other support structures.

“R”

“Raceway” means a box-type conduit to house electrical wires for signs and used to support and/or affix signage on a wall.

“Right-of-way” is the strip of land platted, dedicated, condemned, established by prescription or otherwise legally established for the use of pedestrians, vehicles and/or utilities.

“Roadway” means that portion of the street improved, designed, or ordinarily used for vehicular travel and parking, exclusive of the sidewalks and shoulder. Where there are curbs, the roadway is the curb-to-curb width of the street.

“Roof line” means the uppermost edge of the roof or the top of the parapet, excluding mechanical equipment screens, whichever is highest. Where a building has several roof levels, the roof line shall be the one belonging to that portion of the building on which the sign is located.

“Roof-mounted sign” means a sign which has a point of attachment to the roof or mansard of a building. Architectural projections, including mechanical equipment screens, above any parapet or roof line whose sole function is a background for signs shall be considered a sign structure. A sign on such an architectural projection shall be considered a roof sign.

“S”

Sandwich Board Sign. See “A-frame sign” definition.

“Service island sign” means a permanent sign displayed on the service island canopy of a gas station, bank, carwash, or other use that provides a canopy cover for vehicles. Service island signs are not the same as awning or canopy signs as otherwise defined by this chapter.

“Sign” means letters, figures, symbols, trademarks, or logos, with or without illumination, intended to identify any place, subject, person, firm, business, product, article, merchandise or point of sale. A sign also includes balloons attached to sign structures, products, streamers, spinners, pennants, flags, inflatables or similar devices intended to attract attention to a site or business, as well as architectural or structural forms, illuminated panels, spandrels, awnings and other structural or architectural features not common to classic vernacular or noncorporate regional architecture and that are intended to convey a brand, message or otherwise advertise a location or product, whether or not such features include text or graphics and whether or not they serve other practical purposes such as lighting, covering or enclosure of persons or products. A sign includes any device which streams, televises or otherwise conveys electronic visual messages, pictures, videos or images, with or without sound or odors. Refer to POMC [20.132.040](#), Prohibited signs, for a list of prohibited signs.

“Signable area” means the area of the largest rectangular portion of a face of a building to which a sign is affixed or proposed to be affixed, which can be included within parallel, vertical and horizontal lines uninterrupted by significant architectural features of the building.

“Sign walker” means a sign carried by a person.

“Site” means a unit of land, together with all improvements thereon, determined as follows:

(1) A unit of land which may be conveyed separately from any and all adjacent land without the requirement of approval of a boundary line adjustment, short plat or a preliminary plat.

(2) Two or more buildings or business activities that are or will be related to each other physically or architecturally, such as by sharing off-street parking facilities, so as to form an integrated development, such as a shopping center, industrial park, or office complex.

“Spandrel” means a panel or box-type structure that spans between and/or is connected to the support columns of a porch, colonnade or canopy, usually for architectural embellishment and/or signage purposes.

“Special event sign or temporary sign” means signs or advertising displays or a combination thereof which advertise or attract public attention to a special one-time event, including but not limited to the opening of a building or business activity, the sale of goods and services at discounted or otherwise especially advantageous prices, or similar event.

“Static” means without motion.

“Story” means that portion of a building included between the upper surface of a floor and the upper surface of the floor or ceiling next above.

“Suspended sign” means a sign mounted above a sidewalk adjacent to a business, affixed to a beam, overhang, roof or other fixture that is an integral part of a building.

“T”

“Temporary sign” (which may include special event sign) means any sign that is used temporarily and is not permanently mounted, painted or otherwise affixed, excluding portable signs as defined by this chapter, including any poster, banner, placard, stake sign or sign not placed in the ground with concrete or other means to provide permanent support, stability and rot prevention. Temporary signs may only be made of nondurable materials including, but not limited to, paper, corrugated board, flexible, bendable or foldable plastics, foamcore board, vinyl canvas or vinyl mesh products of less than 20-ounce fabric, vinyl canvas and vinyl mesh products without polymeric plasticizers and signs painted or drawn with water soluble paints or chalks. Signs made of any other materials shall be considered permanent and are subject to the permanent sign regulations of this chapter, except that

post-mounted temporary signs allowed in POMC 20.132.270, Temporary signs, which are located on properties that are actively listed or marketed for sale or rental or actively under development or construction, may be made of durable materials. Temporary signs of durable materials shall be removed when such properties are no longer actively listed or marketed for sale or rental or actively under development or construction. If site development or construction ceases or is suspended for a period of more than 180 days, such signs shall be removed until construction or development resumes.

“Tenant space” means the entire building which encompasses a building or use on a site; or in buildings designed for multitenant occupancy, it is the space between demising walls and which has an independent entrance to common corridors or to the outside. Portions of tenant spaces that are sublet to or otherwise allowed to be used by persons or businesses other than the principal person or business of a tenant space are not considered tenant spaces in the context of this chapter.

“U”

“Unshielded lighting” means an external illumination source which is exposed to view from a publicly accessible area.

“W”

“Wall sign” means a sign which is attached parallel to or painted on a wall, including parapet or canopy fascia, or a building.

“Width of sign” means the total horizontal dimension of a sign, including all frames or structures.

“Window” means the entire window unit including individual sashes or panes that might otherwise divide the area between the head, jamb and sill; except that in commercial storefront window assemblies, a single “window” is the glass area between each mullion that divides the window assembly, whether installed as a single piece of glass or as multiple pieces of glass divided by muntins.

“Window sign” means a sign that is attached to or is intended to be seen in, on or through a window of a building and is visible from the exterior of the window. (Ord. 024-21 § 2; Ord. 024-17 § 2 (Exh. 1)).

The Port Orchard Municipal Code is current through Ordinance 023-22, passed June 28, 2022.

Disclaimer: The city clerk's office has the official version of the Port Orchard Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.cityofportorchard.us/>

City Telephone: (360) 876-4407

[Code Publishing Company](#).

Chapter 17.510 SIGN CODE

Sections:

- 17.510.010 Purpose.**
- 17.510.020 Definitions.**
- 17.510.030 Permitting.**
- 17.510.040 Prohibited signs.**
- 17.510.050 Exempt signs.**
- 17.510.060 Conditionally exempt signs.**
- 17.510.070 Regulations for permanent signs.**
- 17.510.080 Regulations for electronic signs.**
- 17.510.090 Master sign plan.**
- 17.510.100 Sign detail sheets.**
- 17.510.110 Sign maintenance.**
- 17.510.120 Nonconforming signs.**
- 17.510.130 Contractor license.**
- 17.510.140 Variances.**
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17.510.010 Purpose.

This chapter establishes sign regulations and a clear enforcement strategy, which support and complement land use objectives set forth in the Kitsap County Comprehensive Plan, because unregulated signs may constitute a public nuisance for the health, safety, convenience, aesthetics, and welfare of Kitsap County residents. The sign code shall be updated periodically as necessary to maintain consistency with the Kitsap County Comprehensive Plan and respective subarea plans. Signs are necessary for public service and facilitate competitive commerce and industry. These sign standards and regulations establish a predictable review process for the use of signs that support the business community, community organizations, and public entities while also promoting the visual quality of Kitsap County and which may be promoted in community plans. The standards also promote safety and protect the general public from damage or injury caused by, or partially attributed to, the distractions, hazards, and obstructions which

result from improperly designed or located signs. The following standards should not regulate the content on a sign; rather, the standards should apply to the design and location of a sign.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.020 Definitions.

“A-frame sign” means a two-panel sign made of wood, cardboard, plastic, or other lightweight and rigid material capable to stand on its own support(s) and is portable and movable. Also known as a sandwich board.

“Abandoned sign” means a sign whose (A) message does not correspond with the current building use; or (B) a sign which does not promote a commercial product or event and the content of the sign pertains to a time, event or purpose which has elapsed or expired in the preceding three hundred sixty-five days.

“Advertising wind sign” means a single- or double-sided sign or device which flutters, waves, sparkles, or otherwise moves from the pressure of air movement in or around the sign used to promote a product or business.

“Animation” means a visual effect using seamless action, motion, light, or color changes through electrical or mechanical means.

“Banner sign” means a sign made from fabric, vinyl, plastic, or other lightweight and flexible materials tied or fastened to a stationary object.

“Billboard” means a large, outdoor, permanent, commercial, off-premises structure advertising products or services, typically found in high traffic areas such as alongside busy roads. Billboards present large advertisements to passing pedestrians and drivers.

“Channel sign” means the use of bent metal or plastic to fashion channels in the shape of letters or symbols and covered with a translucent plastic face, often a colored acrylic with lighting behind it.

“Construction sign” means signs denoting a building which is under construction, structural alterations, or repair, which announce the character of the building enterprise or the purpose for which the building is intended, including names of architects, engineers, contractors, developers, financiers, and others.

“Contrast” means the difference or degree of difference in the appearance of adjacent surfaces, such as light and dark areas, different colors, or typefaces, and graphics appearing on various backgrounds.

“Copy area” means that area which displays the primary copy and secondary copy on a sign.

“County” means Kitsap County, a political subdivision of the state of Washington.

“Department” means the Kitsap County department of community development.

“Development sign” means a construction sign denoting the architect, engineer, contractor, subcontractor, financier or sponsor of a residential or commercial development which may also designate the future occupant or use of the development.

“Directional sign” means signs designed to provide direction to pedestrian and vehicular traffic.

“Electronic sign” means a static sign capable of displaying words, symbols, figures or images that can be electronically or mechanically changed by remote or automatic means.

“Event sign” means a sign posted to advertise a specific occurrence.

“Externally illuminated sign” means a sign illuminated by reflection of a light source aimed at its surface.

“Flashing” means a visual effect used on an electronic message center to allow one message to disappear while it is simultaneously being replaced by another.

“Freestanding sign” means a sign that is not attached to a building.

“Halo lighting effects” means channel signs that project light behind them, causing the light to reflect off of the signs’ mounting surface creating a silhouette of the letter and/or symbol.

“Human sign” means a sign carried, held, or supported by a person.

“Inflatable sign (continuous inflation)” means a sign that is a cold air inflated object, which may be of various shapes, made of flexible fabric, resting on the ground or structure and equipped with a portable blower motor that provides a constant flow of air into the device. Inflatable devices are restrained, attached, or held in place by a cord, rope, cable or similar method.

“Inflatable sign (noncontinuous inflation)” means a sign that is inflated once, typically with a mixture of gases, which may be of various shapes and sizes and held in place by a cord, rope, cable or similar method.

“Internally illuminated sign” means a sign that has the light source enclosed within it so the source is not visible to the eye.

LAMIRD. “Limited areas of more intense rural development” are formally recognized areas within Kitsap County wherein land use intensity is greater than allowed by county zoning regulations. The two types of LAMIRDs existing in Kitsap County are:

A. Type I (Keyport, Manchester, Port Gamble, Suquamish): The only type of LAMIRD currently designated in Kitsap County prior to 2010, this designation is characterized as infill development or redevelopment of existing commercial, industrial, residential, or mixed use areas, whether as shoreline development, villages, hamlets, rural activity centers, or crossroads. Any industrial development within a Type I LAMIRD must be principally designed to serve the rural population. Any new development or redevelopment must be consistent with existing character of the area with respect to building size, scale, use, or intensity. Type I LAMIRDs must have been established as more densely developed areas as of July 1990, and they must include pre-GMA existing development. Type I LAMIRDs also must be bounded by a “logical outer boundary” that mirrors the limits of the preexisting development.

B. Type III (12 Trees and Rural Employment Centers): includes intensification of or new development of lots for isolated cottage industries and isolated small-scale businesses. Residential development is prohibited. Type III

LAMIRDs need not principally serve the rural population, but should provide job opportunities for rural residents. Expansion or new development must conform with the rural character of the area as defined by the local government. Public services and public facilities must be limited to those that are the minimum necessary to serve the industry or business.

“Legal nonconforming sign” means a sign that was permitted, legally erected, and is maintained but does not conform to the current sign code.

“Legibility” means the physical attributes of a sign that allow for differentiation of its letters, words, numbers, or graphics, which directly relate to an observer’s visual acuity.

“Name plate” means a sign used to identify and display the name of a person, product, or place.

“Navigational sign” means water-based wayfinding signs as identified by the United States adopted aids to navigation (U.S. ATONS).

“Off-premises sign” means an outdoor sign whose message directs attention to something that is not sold, produced, manufactured, furnished, or conducted at the property upon which the sign is located.

“On-premises sign” means a sign whose message and design relate to an individual business, profession, product, service, event, point of view, or other commercial or noncommercial activity sold, offered, or conducted on the same property where the sign is located.

“Organization” means an entity, including a natural person, which owns, operates, or maintains the sign.

“Permanent sign” means a sign attached to a building or structure, or to the ground in a manner that enables the sign to resist environmental loads, such as wind, and that precludes ready removal or movement of the sign and whose intended use appears to be indefinite.

“Political sign” means a sign providing information relating to a local, state, or national election, initiative, or referendum.

“Primary street frontage” means the lot line where the main visual entrance to the property is located.

“Public right-of-way (ROW)” means all property in which the county has any form of real property interest, and which is held for public road, shoulder, and sidewalk purposes, regardless of whether or not any road exists thereon or whether or not it is used, improved, or maintained for public travel.

“Public safety sign” means a sign that is necessary to reduce or eliminate the risk of imminent personal or property damage.

“Reader board” means a sign or portion thereof on which the copy or symbols change either automatically through electrical or electronic means (for example, time and temperature units), or manually through placement of letters or symbols on a panel mounted in or on a track system.

“Real estate sign” means a sign advertising the real property upon which the sign is located for rent, for lease, or for sale and providing the name and location of the owner or his agent.

“Rotating sign” means a sign wherein the faces or portions of a sign face mechanically revolve around a central axis.

“Scrolling” means a mode of message transition on an electronic message display where the message appears to move vertically across the display surface.

“Sign” means any device, structure, fixture, painting, visual image or logos associated with the business using words, graphics, symbols, numbers, or letters designed and used for the purpose of communicating a message or attracting attention.

“Signage” means an organization’s signs collectively used to communicate information or attract attention.

“Storefront facade” means the side of a building facing the street. The storefront width is measured from the walls of the structure, within which houses an organization. The height is measured from the finished grade to the top of storefront vertical wall. See Figure 1b, Attached Sign Total Area Example.

“Structural alteration” means modification of a sign, sign structure or awning that affects size, shape, height, or sign location; changes in structural materials; or replacement of electrical components with other than comparable materials. The replacement of wood parts with metal parts, the replacement of incandescent bulbs with light emitting diodes (LED), or the addition of electronic elements to a nonelectrified sign would all be structural alterations. Structural alteration does not include ordinary maintenance or repair, repainting an existing sign surface, including changes of message or image, exchanging painted and pasted or glued materials on painted wall signs, or exchanging display panels of a sign through release and closing of clips or other brackets.

“Temporary sign” means any sign intended to remain in use for a short period of time which is not permanently installed.

“Traffic control sign” means any control device that is intended to communicate specific information to road users through a word, symbol, and/or arrow legend.

“Unconventional sign” means statues, structural forms, or other items related to business attraction which are not identified in this code.

“Warning sign” means a sign that indicates a particular hazard, obstacle, or condition that may not be readily apparent.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.030 Permitting.

Prior to installation of a new permanent on-premises or off-premises sign or modification of an existing sign that deviates from its originally permitted appearance or structure, an applicant shall obtain a permit from the Kitsap

County department of community development, unless the sign is identified as exempt (see Section 17.510.050) or conditionally exempt (see Section 17.510.060).

- A. **Permit Application.** A permit application is required for the placement or modification of a sign unless otherwise exempted herein. The document must include all information necessary to determine whether a sign meets all criteria to acquire a permit. Freestanding signs shall require a dimensioned site plan as part of the submittal document; see Figure 1a, Dimensioned Site Plan Example. A licensed professional entity is recommended, but is not required, to prepare the dimensioned site plan.
- B. **Fees.** All applications for permits or requests for actions by the county shall be accompanied by a filing fee in an amount established by county resolution.
- C. **Permit Expiration.** If the permitted sign is not constructed to completion prior to the three hundred sixty-fifth day from the day of the original permit, the permit shall expire and a new permit application is required.
- D. **Permit Placard.** A permit placard issued by the department shall be issued to the applicant. The permit placard must be attached to the sign or available upon inspection.
- E. **Internal Consistency.** In the event of conflict with other sign requirements that may be applicable (state or federal), the more restrictive shall apply.
- F. **Sign Revision.** Should a conflict arise between the prior conditions of land use approval and the code herein, a sign permit application shall be reviewed in accordance with the appropriate land use procedures under Title 21.
- G. A permit is not needed when changing the text or image on a sign, where the sign's structural size or shape is not changing, repainting, maintenance, and repair of existing signs or sign structures; provided, no structural change is made. Off-premises repairs are allowed if the sign is returned to its preremoval location in its originally permitted state.

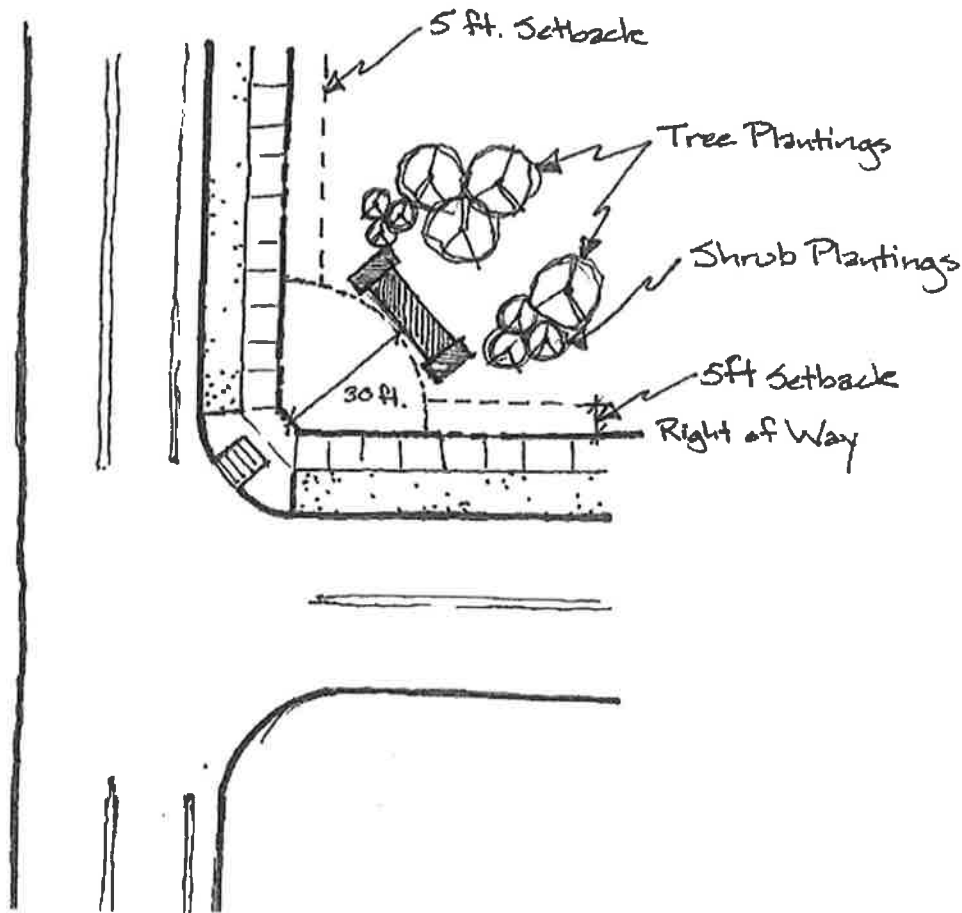


Figure 1a: Dimensioned Site Plan Example

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.040 Prohibited signs.

Unless otherwise exempt or conditionally exempt under this chapter, the following signs shall be prohibited:

- A. Off-premises signs unless specifically allowed pursuant to Section 17.510.050, Exempt signs, or 17.510.060, Conditionally exempt signs.
- B. Signs or sign structures which resemble or conflict with, or are attached to, a utility pole or traffic control sign, unless otherwise authorized by the director in Section 17.510.060(K), Military Appreciation Signage Program.
- C. Signs or sign structures which create a safety hazard by obstructing the line of sight of pedestrians or vehicular traffic, or which obstruct a clear view of official signs or signals as determined by Kitsap County.
- D. Signs or sign structures, located in traffic roundabouts, islands, or medians.
- E. Signs or sign structures located within thirty feet from intersecting Kitsap County right-of-way lines; see Figure 1a, Dimensioned Site Plan Example.
- F. Signs or sign structures which obstruct access to drives, doors, walks, windows, fire escapes or fire escape routes.

- G. Signs, temporary or otherwise, affixed to a tree.
- H. Signs placed on public property, including Kitsap County right-of-way, except when authorized by the appropriate public agency or specifically authorized in this sign code.
- I. Electronic signs outside urban growth areas except traffic control signs and public safety signs as identified in Section 17.510.080, Regulations for electronic signs.
- J. Abandoned or unmaintained signs.
- K. Stationary or mobile billboards.
- L. Signs with animation, flashing, or fluttering lights.
- M. Rotating signs.
- N. Audible signs, except as mandated or encouraged by the Americans with Disabilities Act.
- O. Banner or continuous inflatable or noncontinuous inflatable signs not associated with a special event.
- P. Signs placed on a vehicle or trailer to purposefully gain additional signage which would otherwise not be allowed. This does not prohibit the identification of a business or its products on a vehicle or trailer included in the operations of the business.
- Q. In the Kingston urban growth area, (1) except for halo lighted signs, internally illuminated signs in the Old Town/Waterfront or Village Green districts as defined in the Kingston subarea plan and (2) mounted or freestanding reader board signs.
- R. In a limited area of more intense rural development (LAMIRD), (1) internally illuminated signs, (2) neon signs or (3) electronic signs.
- S. Electronic signs in the Old Town district, Silverdale, as defined in the Silverdale subarea design standards.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.050 Exempt signs.

A sign or modification to an existing sign shall be exempt from review under this sign code and may be constructed without a permit:

- A. Historic site markers or plaques, gravestones, and address numbers.
- B. Signs required by law, including but not limited to:
 - 1. Official or legal notices issued and posted by any public agency or court; or
 - 2. Traffic directional or warning signs.

- C. Seasonal or holiday decorations that do not function as signage.
- D. Plaques, tablets or inscriptions indicating the name of a building, date of erection, or other commemorative information, which are an integral part of the building structure or are attached flat to the face of the building, which are nonilluminated, and which do not exceed four square feet in surface area.
- E. Religious symbols as recognized by the Department of Veterans Affairs National Cemetery Administration affairs religious symbol list.
- F. On-premises directional signs less than four square feet.
- G. Garage sale, estate sale, or other temporary signs for similar events less than four square feet.
- H. Legal informational signs less than four square feet (e.g., no trespassing or no fireworks).
- I. Residence identification signs (e.g., 1234 Road Name: The Smiths).
- J. Information signs erected and maintained by the state, county or any city.
- K. On-premises window or door signs indicating business hours of operation or when a business is open or closed. These signs may be static electronic signs regardless of where the business is located. The size cannot exceed four square feet.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.060 Conditionally exempt signs.

A temporary sign shall be conditionally exempt from this sign code and may be constructed, without permits, if consistent with the size, height, duration, maximum number limitations, and other criteria listed below. Unless expressly stated, conditionally exempt signs are not allowed to be lighted, conflict with or impede views of permanent signs or signals, or be located in Kitsap County right-of-way or publicly owned property pursuant to Section 17.510.040, Prohibited signs.

- A. A-Frame Sign or Temporary Sign. Only one A-frame sign, advertising wind sign, or temporary sign, not associated with a special event, is allowed per organization and shall only be displayed during business hours, an on-premises sign, and not impede vehicular, bicycle, or pedestrian circulation.
 - 1. An A-frame sign shall have two faces and not exceed three feet in height or width, or exceed a total of six square feet per sign face.
 - 2. Advertising wind signs shall be no more than eight feet tall and not exceed a total of sixteen square feet per sign face.
- B. Special Event A-Frame, Banner, Double Post, Inflatable, or Wall Sign:
 - 1. All special event signs shall be placed no more than fourteen days prior to the event occurrence, and removed five days after the event has occurred. Multiple events of the same type (e.g., farmers market every

Saturday between March 1st and August 31st). Four A-frame signs are allowed per special event in addition to a banner, double post, inflatable, or wall sign and shall be allowed within the Kitsap County right-of-way, sizing to be consistent with subsection (A) of this section. A-frame signs in the ROW:

- a. An A-frame sign shall not impede public vehicular, bicycle, or pedestrian circulation.
- b. Attachments, including balloons, shall not be placed on signs.
- c. Symbols and directional arrows shall be used as the first order of preference in sign design to minimize wording and enhance safety and legibility.
- d. Wire or metal stakes shall not be utilized to secure signs within the county right-of-way. Where anchoring is utilized to stabilize signs within the Kitsap County right-of-way, sandbags shall be used.

2. Banner or wall signs shall be no more than one hundred square feet.

3. Inflatable signs flown more than twenty feet in elevation measured from finished grade shall be required to obtain a sign permit.

4. Special event double-pole signs shall be no greater than thirty-two square feet and must not exceed eight feet in height as measured from the finished grade.

C. Arm Sign. Permanent and temporary arm signs; provided, that the sign conforms to the sign detail sheet (Section 17.510.100(A), Arm Sign).

D. Window Sign. Permanent and temporary window signs; provided, that the sign conforms to the sign detail sheet (Section 17.510.100(I), Window Sign).

E. Flag. Provided the flag is attached to a permanent flagpole or side of a building. A permit may be required to erect a flagpole pursuant to 2009 International Building Code Section 1609.1.1, Determination of Wind Loads, and Section 105, Permits.

F. Political Sign.

1. A political sign is allowed in Kitsap County right-of-way; provided, that a sign:

- a. Using metal faces, metal supports, metal frames, or wire frames is prohibited;
- b. Is limited to a size no greater than four square feet and may not extend higher than forty inches measured from the point in which it is placed in the ground to the top of the sign; and
- c. Shall be removed ten days after an election. After primary elections, political campaign signs endorsing or opposing a successful candidate or ballot measure may remain up to ten days after the succeeding general election.

2. Political campaign sign(s) are allowed on private property and may express a property owner's endorsement of a political candidate or ballot issue, provided:

- a. Political campaign signs are limited to a maximum size of thirty-two square feet; and
- b. Political campaign signs on private property must be removed within ten days after an election. After primary elections, political campaign signs endorsing or opposing a successful candidate or ballot measure may remain up to ten days after the succeeding general election.

G. On-Premises Directional Signs. Exit, entrance, or other on-site traffic directional signs are permitted. The maximum height of any directional sign shall be thirty-six inches, and the maximum area shall be nine square feet. No text shall be larger than the directional language text.

H. Community Sign Placed by Kitsap County. A community sign is exempt; provided, that the community and Kitsap County enter a written agreement wherein the community assumes ownership and responsibility for any and all installation, maintenance, repairs, and content of the sign, and conforms to sign policies developed for the particular community sign.

I. Human Sign. A human sign shall not obstruct public bicycle lanes or public sidewalks.

J. Roadside Memorial Sign. Provided, that it meets Kitsap County Public Works Roads and Traffic Roadside Memorial Policy 300.5.

K. Military Appreciation Signage Program. A sign may be placed on Kitsap County owned property provided the sign(s) placement is approved by the director. This includes, but is not exclusive to, banners attached to utility poles.

L. Agricultural and Farm Stand Signage Program.

1. Up to four off-premises A-frame signs shall be allowed within the Kitsap County right-of-way, sizing to be consistent with subsection (A) of this section, with the seller's name and contact info on back. A-frame signs in the ROW:

- a. An A-frame sign shall not impede public vehicular, bicycle, or pedestrian circulation.
- b. Attachments, including balloons, shall not be placed on signs.
- c. Signs shall maintain a two-hundred-foot setback when approaching an intersection or a yellow and black county warning sign.
- d. Symbols and directional arrows shall be used as the first order of preference in sign design to minimize wording and enhance safety and legibility.
- e. Wire or metal stakes shall not be utilized to secure signs within the county right-of-way. Where anchoring is utilized to stabilize signs within the Kitsap County right-of-way, sandbags shall be used.

2. A farm stand sign is exempt provided the sign does not exceed six square feet.
3. A farm identification sign may be a permanent arm sign located on the premises, on or adjacent to an easement road leading to the farm, as allowed with written consent from all easement owners. The arm sign shall conform to sign detail sheet, arm sign, requirements.

M. Real Estate Signage Program.

1. All real estate signs must have the real estate broker name and phone number on any and all types of real estate signs. The name and phone number are not required to be visible to the public. All real estate signs shall be removed within ten days of the date of closing.
2. For a single-family residential property, one unlighted on-site arm sign is allowed per street frontage in addition to directional signs located on easement(s) leading to the property for sale and one attached special event banner sign located on the subject property.
3. On-site development "for sale" shall be limited to one sign per development entrance. The sign shall not exceed thirty-two square feet in area, and shall not exceed eight feet in height. A sign permit is required and shall be issued for a three-year period. The permit is renewable annually for up to a maximum of five years.
4. On-site "for rent" shall be limited to one sign per development entrance. The sign shall not exceed twelve square feet in area, and shall not exceed eight feet in height.
5. Open House Events. A maximum of four off-premises arrow signs, A-frame signs, or combination thereof may be used to promote open house events, per property for sale or subdivision. Such signs shall be permitted only when the agent or seller is in attendance at the property for sale or rent and may be located on the right-of-way outside of vehicular and bicycle lanes and sidewalks.
6. Off-premises signs advertising subdivisions shall require a three-year sign permit. The permit may be renewed for up to five years. The sign shall be no more than twelve square feet. A letter of consent from the property owner shall be required as part of sign permit approval.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.070 Regulations for permanent signs.

- A. Sign Types. For the purposes of this sign code there are two types of permanent signs: freestanding and attached. See sign type detail specification sheets, Section 17.510.100, for individual sign type requirements.
- B. Quantity. An organization may place one on-site freestanding sign per street frontage in addition to attached signage. One additional freestanding sign is permitted for each additional two hundred feet of street frontage over one hundred feet of street frontage. There is no limit to the number of attached building signs, provided the maximum aggregated sign area coverage is not exceeded.
- C. Master Sign Plan. A master sign plan shall be required or allowed pursuant to Section 17.510.090.

D. Attached Signage Total Area. Attached signs (1) may have an aggregated area that shall not exceed two square feet for each one lineal foot of building facade width except when Section 17.510.100(H), Wall Sign, indicates otherwise, and (2) shall not exceed one hundred square feet in area, except it may exceed the maximum if the total sign area is less than ten percent of the total storefront area and except when Section 17.510.100(H), Wall Sign, indicates otherwise. Attached signs shall have a maximum aggregated area of one hundred square feet for all building signs attached to a single building (see Figure 1b, Attached Sign Total Area Example).

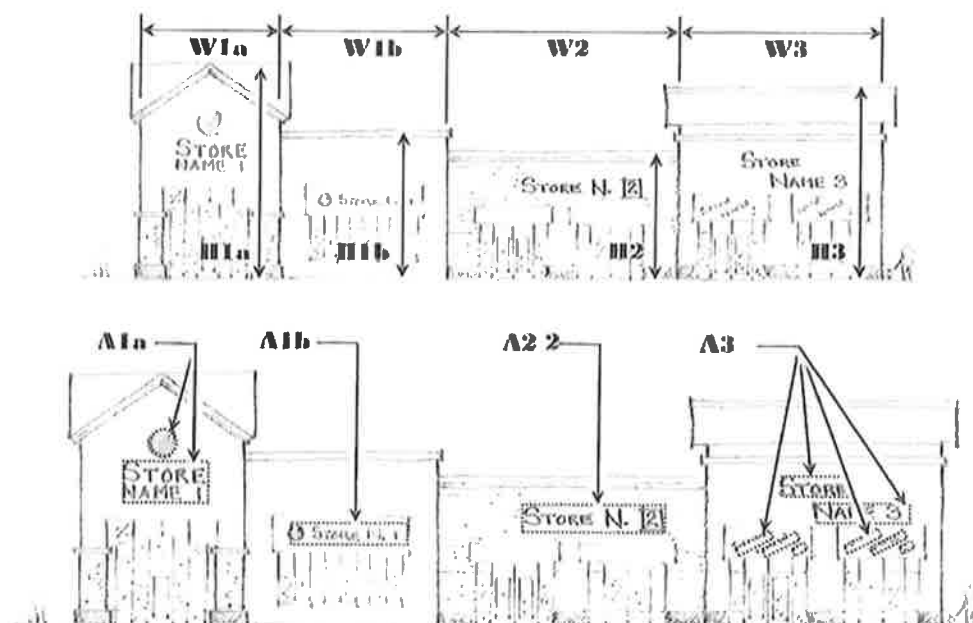
E. Sign Illumination. The artificial illumination of signs shall be designed to minimize negative impacts on surrounding properties.

1. Provided an organization is not open for business, signs located within residential areas in urban growth areas and signs located outside urban growth areas (UGA) or Type III limited areas of more intense rural development (LAMIRDs) including schools, churches, government, and quasi-government shall not be illuminated after 10:00 p.m. Signs shall include downcast lighting and not be illuminated before 6:00 a.m.
2. External light sources shall be shielded and direct illumination towards the sign only.
3. Light sources shall utilize energy-efficient fixtures wherever feasible.
4. Pursuant to Section 17.105.110, lighting is to be directed away from adjoining properties. Not more than one foot-candle of illumination may leave the property boundaries.

F. Relationship to Buildings. Signs shall be designed to incorporate the overall architectural style and at least one of the predominant visual elements of the organization's building or buildings, including, but not exclusive to, the type of construction materials, color, or geometric forms.

G. Landscaping. Freestanding sign applications shall include landscaping in the dimensioned site plan; see Figure 1a, Dimensioned Site Plan Example. Landscaping shall include ground cover or shrubs which accent the sign while not blocking sign lettering or symbols used for recognition. Identification of plant species is not required in the site plan. Native, water-wise plantings are encouraged.

H. Setbacks. Freestanding signs, excluding arm signs, shall be set back a distance of thirty feet from intersecting Kitsap County right-of-way lines pursuant to Section 17.510.040, Prohibited signs, or a distance of five feet measured from the property line, whichever is greater. The nearest sign edge measurement includes cantilevering sign edges. Signs requiring relocation as a result of public projects may be allowed within setbacks if there is no alternative and approval from the Kitsap County public works traffic engineer is acquired to insure that the location will not impede sight distances or the clear zone of traffic.



W:	Width is measured from the walls of the structure.
H:	Height is measured from the finished grade to the highest point of the building's vertical wall.
A:	Attached sign area is measured pursuant to measurement calculation methods, Section 17.446.070(l)(2).
ASA:	Allowable attached sign total area for this example is 2 square feet per lineal foot of frontage; see wall sign detail sheet to determine exact square footage allowed. If the area allowed from the initial calculation is less than 10 percent of the wall area, the sign area may be increased to reach 10 percent of the wall area.
Store Name 1	
ASA1:	$(A1a + A1b) = 2 * (W1a + W1b)$ or 10 percent of the wall area = $0.10 * (W1a * H1a) + (W1b * H1b)$
Store Name 2	
ASA2:	$(A2) = 2 * (W2)$ or 10 percent of the wall area = $0.10 * (W2 * H2)$
Store Name 3	
ASA3:	$(A3) = 2 * (W3)$ or 10 percent of the wall area = $0.10 * (W3 * H3)$
Store Name 4: A large storefront with multiple businesses within it, such as a grocery store with an associated drug store and coffee store all located and operating in the same building space.	
ASA4:	$(A4) = 2 * (W1a + W1b + W2 + W3)$ or 10 percent of the wall area = $0.10 * [(W1a * H1a) + (W1b * H1b) + (W2 * H2) + (W3 * H3)]$

Figure 1b: Attached Sign Total Area Example

I. Measurement Calculations.

1. Freestanding sign height shall be measured as the largest dimension from the highest point of the sign to where the sign intersects with the finished grade; see Figure 1b, Attached Sign Total Area Example.
2. Measurement of the copy area is inclusive to all attributes in and around the sign not immediately related to the structure on which it is attached.
3. Simple geometric shapes (rectangles, triangles, circles, ovals, etc.) shall be used in combination to measure odd or complex text or graphics as seen in Figure 1c, Copy Area Calculation Method.

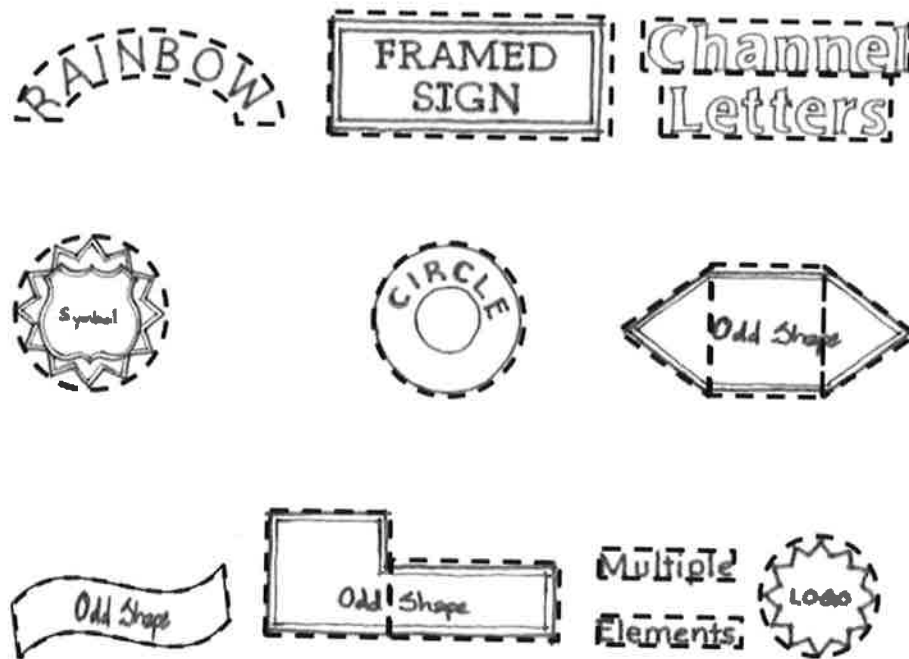


Figure 1c: Copy Area Calculation Method

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.080 Regulations for electronic signs.

Electronic signs are allowed in all commercial or industrial zones within an urban growth area (UGA). Schools, churches, or governments may have an electronic sign in any zone within a UGA. Traffic control signs or public safety signs may have an electronic sign in any zone inside or outside of a UGA. An electronic display shall not exceed fifty percent of the sign size. An electronic sign is not allowed to be part of or in its entirety a conditionally exempt sign. Notwithstanding Section 17.510.070(E), Sign Illumination, the following illumination requirements shall apply:

- A. **Hold Time.** The digital message or static image shall remain on the display for a minimum of eight seconds. No more than three messages shall be displayed within a one-minute time frame.
- B. **Transition Method.** A transition between messages shall be executed with a minimum fade in and out time of one second.
- C. **Illumination Levels.** Electronic signs shall incorporate photocell/light sensors, with automatic dimming technology that appropriately adjusts to ambient light conditions. Displays shall have a brightness level of no greater than three-tenths foot candle above ambient light conditions or shall maintain accordance with Section 17.510.070(E)(4), whichever is more restrictive. An affidavit showing compliance consent shall be required with the sign application.
- D. **Maintenance.** Any permitted electronic changeable message sign that malfunctions, fails, or ceases to operate in its usual or normal programmed manner shall be repaired or disconnected within five days by the owner or operator of the sign. Unless proven to be mechanical failure through no fault of the sign owner, electronic signs found to be in violation of the sign illumination requirements may be subject to code enforcement citations and penalties pursuant to Kitsap County Code.

17.510.090 Master sign plan.

A. To achieve a more consistent and coordinated signage pattern, a master sign plan shall be required for all new, nonresidential developments of three or more separate tenant spaces that either (1) share the same parcel or structure or (2) use common access and parking facilities. A master sign plan may be allowed for developments of three or more separate tenant spaces that do not share the same parcel or structure.

B. An application for master sign plan must include the following submittals:

1. Signature of all property owners within the master sign plan boundaries.
2. A master sign plan is required to include the size, location and configuration of all proposed and/or previously approved signage.
3. The master sign plan shall identify the number of tenants to be represented in the sign plan.
4. The master sign plan shall include a strategy to provide signage for future tenant changes or increase in number above the original number of tenants identified in subsection (B)(3) of this section. The strategy shall identify how signage will change to maintain conformance with the sign code when the master sign plan is approved.
5. A master sign plan must be approved through a Type II review process (ACUP) consistent with the requirements of Title 21. All signage approved through a previous performance-based development, conditional use permit, variance or other approval that allowed greater sign quantities, square footage or configurations than allowed by this chapter must be amended to conform to the current sign code regulations. Revisions to previously approved master sign plans shall be treated as a Type II review process (ACUP).

C. For parcels under twenty acres in size:

1. An organization may place one on-site freestanding sign per street frontage in addition to attached signage. One additional freestanding sign is permitted for each additional one hundred fifty feet of street frontage over one hundred feet of street frontage. The plan shall meet the following criteria:
 - a. Signs must conform to the permitted sizes in Section 17.510.100, Sign detail sheets.
 - b. No one business may comprise more than fifty square feet of each sign face.

D. For individual or contiguous parcels which are twenty acres or greater in size, the following limitations shall apply:

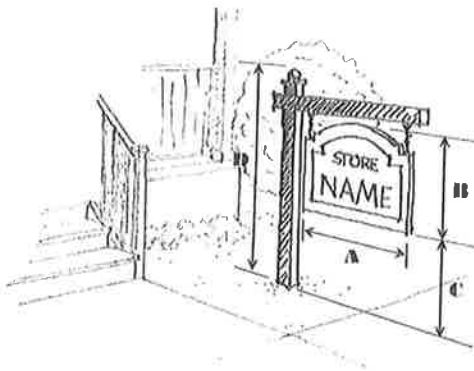
1. An organization may place one on-site freestanding sign per street frontage in addition to attached signage. One additional freestanding sign is permitted for each additional one hundred fifty feet of street frontage over one hundred feet of street frontage. Freestanding signs inside the development shall not be counted against the number of freestanding signs allowed. The plan shall meet the following criteria:

- a. Each sign may not exceed two hundred square feet per face and may not have more than two faces.
 - b. No one business may comprise more than fifty square feet of each sign face.
 - c. A monument sign shall not be limited by the minimum or maximum height requirements of Section 17.510.100, Sign detail sheets, but shall not exceed twenty-five feet in height.
2. Attached signage shall meet the following criteria:
 - a. Signs must conform to the permitted sizes in Section 17.510.100, Sign detail sheets, except two blade signs internal to the development shall be allowed per organization, not to exceed twenty-five square feet per face.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.100 Sign detail sheets.

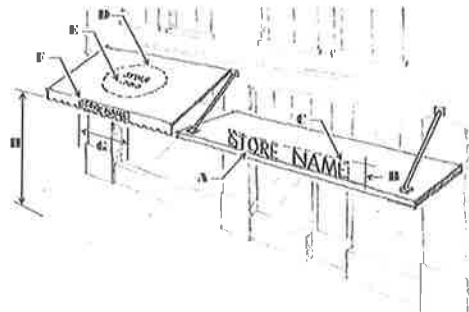
A. Arm Sign.



Arm Sign: Definition		
A sign attached to one or two freestanding post(s), with the faces of the sign generally projecting perpendicular to the public right-of-way.		
Allowed in the Following Zones		
All zones.		
Size		
Width	36 in. max.	A
Height	48 in. max.	B

Copy Area (B x A)	6 sf. max. Home businesses within urban growth area boundaries: 4 sf. max.	
Location		
Clear Height	12 in. min.	C
Overall Height	6.5 ft. max.	D
Setback (measured from the closest edge to the property line)	3 ft. min.	
Number	1 per street frontage max.	
Miscellaneous		
Arm signs shall be registered with Kitsap County.		

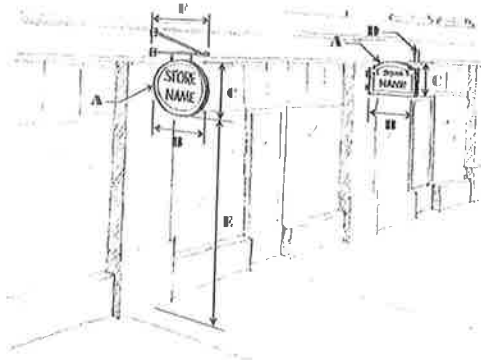
B. Awning Sign.



Awning Sign: Definition		
A sign located on a building-mounted shade structure that provides additional functionality as shelter.		
Allowed in the Following Zones		
All zones.		
Size		
Projecting		
Sign Area:	2 sf. per linear ft. of shopfront max.	A
Letter Height:	16 in. max.	B

Letter Thickness:	6 in. max.	C
Sloping Plane		
Copy Area:	25% coverage max.	D
Valance		
Letter Height:	80% of valance height, 16 in. max.	F
Letter Width:	75% of valance width max.	G
Location		
Clear Height:	8 ft. min	H
Miscellaneous		
Vinyl or plastic awnings are discouraged in this code.		

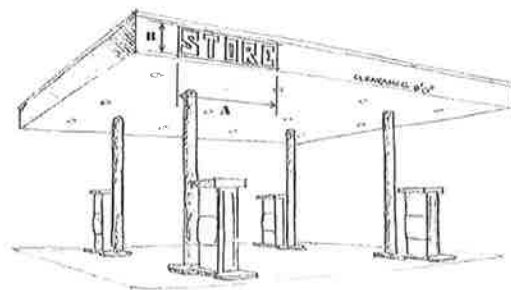
C. Blade Sign.



Blade Sign: Definition		
A building-mounted sign projecting 12 inches or more perpendicular to the building, or hung parallel to the building eave, with a maximum area of 10 square feet allowed.		
Allowable in the Following Zones		
All zones.		
Size		
Copy Area (B x C):	8 sf. max.	A
Width:	36 in. max.	B

Height:	36 in. max.	C
Thickness:	10 in. max.	D
Special and creative signs that have a three-dimensional quality may have a greater thickness subject to approval by the director.		
Location		
Clear Height:	8 ft. min.	E
Projection:	5 ft. max.	F
Number:	1 per storefront max.	
Miscellaneous		
The area of a blade sign shall be included in the collaborative storefront coverage ratio.		
All exposed edges of the sign should be finished.		

D. Canopy Sign.

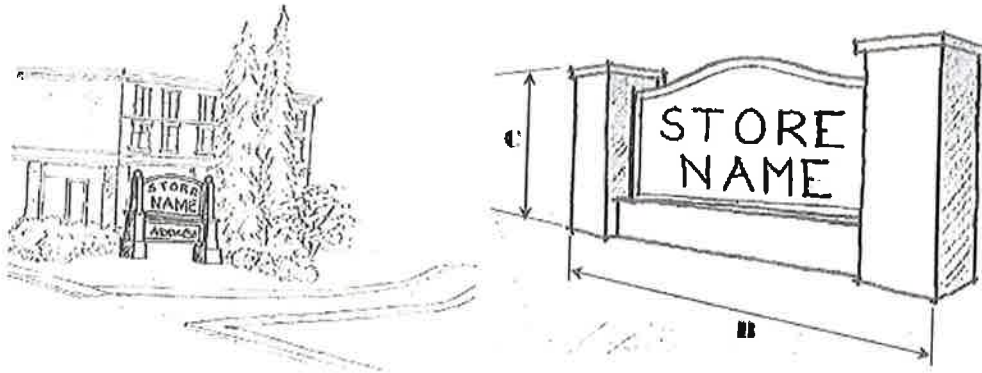


Canopy Sign: Definition		
A sign located on the edge of a freestanding canopy.		
Allowable in the Following Zones		
Commercial and industrial zones only.		
Size		
Width:	25% of canopy edge, max.	A
Height:	75% of canopy edge, max.	B
Miscellaneous		
A clearance height notification will not be calculated into the copy area.		

The sign shall not extend beyond the edge of the canopy more than 8 inches.

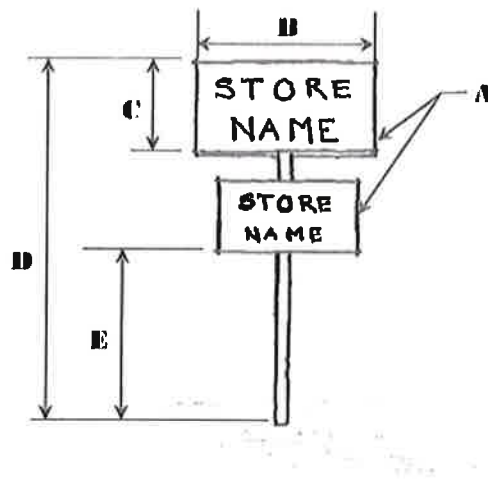
Signage shall only be allowed on 3 faces of the canopy.

E. Monument Sign.



Monument Sign: Definition		
A freestanding sign, generally having a low monolithic profile such that the sign has the appearance of a solid base.		
Application		
Typically used in entrances for single or multiple commercial or industrial tenants.		
Allowable in the Following Zones		
All zones.		
Allowed Size by Zone		
Zones:	<u>BC</u> , <u>BP</u> , <u>IND</u> , <u>RI</u> , <u>CO</u> , <u>RC</u> , <u>RCO</u> , <u>REC</u> , <u>TTEC</u> , any zone within a Type III <u>LAMIRD</u>	<u>RR</u> , <u>RP</u> , <u>RW</u> , <u>FRL</u> , <u>NC</u> , <u>UR</u> , <u>GB</u> , <u>UL</u> , <u>UCR</u> , <u>UM</u> , <u>UH</u> , <u>UVC</u> , Kingston <u>CO</u> , <u>SVC</u> , <u>SVR</u> , <u>SVLR</u> , <u>RHTC</u> , <u>RHTR</u> , <u>RHTW</u> , <u>MVC</u> , <u>MVLR</u> , <u>MVR</u> , <u>KVC</u> , <u>KVLR</u> , <u>KVR</u>
Width:	B 15 ft. max.	10 ft. max.
Height:	C 12 ft. max.	8 ft. max.
Sign Area (B x C):	Per face 100 sf. max.	Per face 50 sf. max.

F. Pole Sign.

**Pole Sign: Definition**

A freestanding sign supported by one or more structural elements that are either: (a) architecturally dissimilar to the design of the sign; or (b) less than 1/4 the width of the sign face.

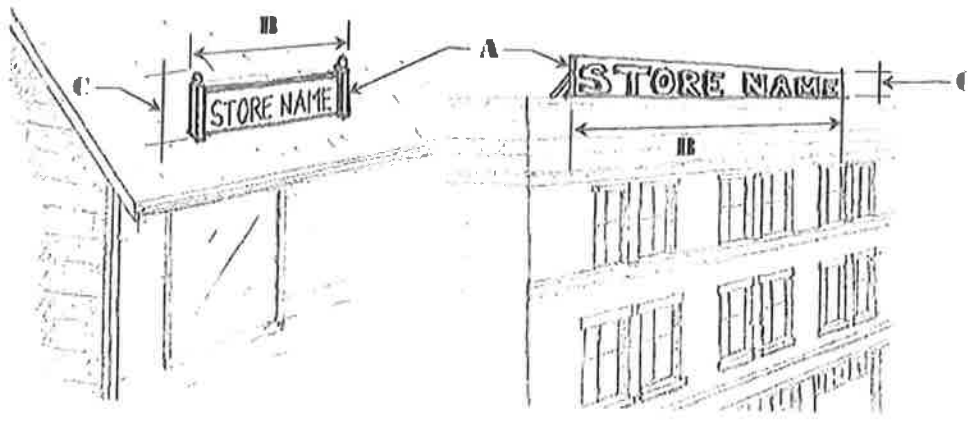
Miscellaneous

A pole sign shall only be used if no other feasible freestanding sign alternative exists and only when variances cannot be used. The sign cannot be used to increase visibility beyond a reasonable reach.

Allowed Size by Zone

Zones:		BC , BP , IND , RI , CO , RC , RCO , REC , ITEC , any zone within a Type III LAMIRD	Kingston CO , SVC , RHTC , RHTW , MVC , KVC , UVC , UCR , UM , UH , NC
Copy Area:	A	70% coverage max.	70% coverage max.
Width:	B	10 ft. max.	8 ft. max.
Height:	C	10 ft. max.	8 ft. max.
Sign Area (B x C):		Per face 100 sf. max.	Per face 50 sf. max.
Sign Height:	D	The lesser of roof height or 20 ft. max.	The lesser of roof height or 16 ft. max.
Clearance Height:	E	8 ft. min.	8 ft. min.

G. Roof Sign.

**Roof Sign: Definition**

A building-mounted sign erected upon, against, or over the roof of the building.

Allowable in the Following Zones

All zones.

Size

Sign Area (B x C):	3 sf. per linear foot of shopfront, 100 sf. max.	A
Width:	50% of storefront width, max.	B
Height (Flat Roof):	12 in. min; 3 ft. max.	C
Height (Pitched Roof):	50% of the distance between the roofline and top of eave as measured in an elevation drawing, 5 ft. max.	C

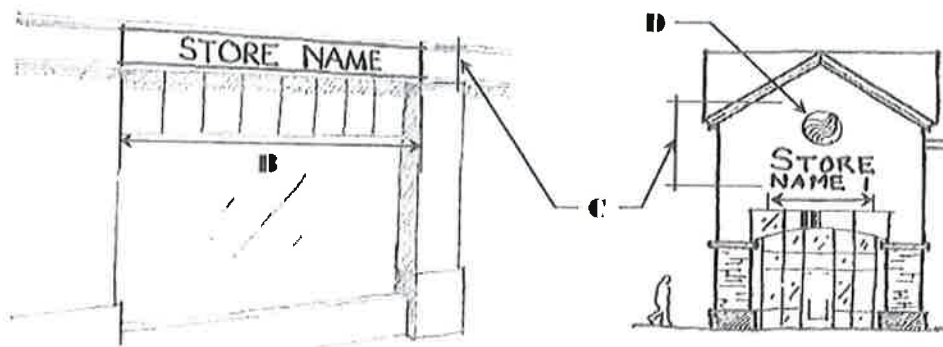
Location

Pitched Roof:	The sign's center point must be located at or below the midpoint of the roof as seen in an elevation drawing.	
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Miscellaneous

A roof sign shall only be used if no other feasible attached sign alternative exists and only when variances cannot be used. The sign cannot be used to increase visibility beyond a reasonable reach.

H. Wall Sign.



Wall Sign: Definition

A building-mounted or wall-mounted sign which is either attached to, displayed, or painted on an exterior wall in a manner parallel with the wall surface, and not projecting more than 12 inches from such surface. A sign located on a freestanding wall or retaining wall not incorporated into a building's structure shall be considered a freestanding sign.

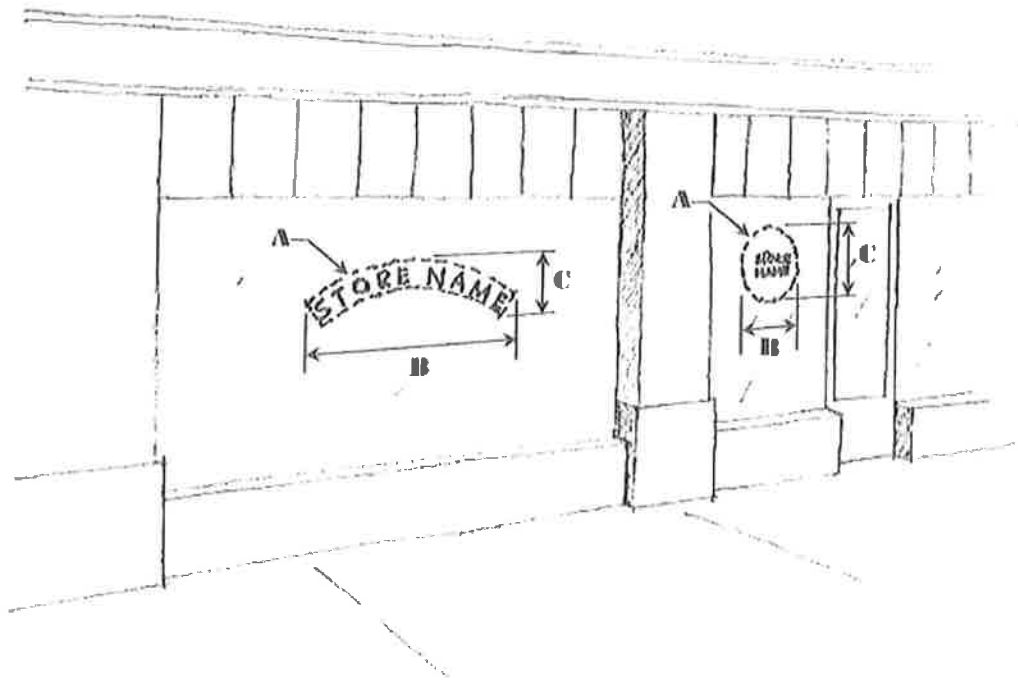
Miscellaneous

The copy area of a wall sign shall not extend into architectural features such as windows, eaves, cornices, and rooflines.

Allowed Size by Zone

Zones:	BC , BP , IND , RI , CO , RC , RCO , REC , TTEC , any zone within a Type III LAMIRD	RR , RP , RW , FRL , NC , UR , GB , UL , UCR , UM , UH , UVC , Kingston CO , SVC , SVR , SVLR , RHTC , RHTR , RHTW , MVC , MVL , MVR , KVC , KVL , KVR
Sign Area (B x C) + D:	A 3 sf. for each linear foot of storefront or wall facade, 200 sf. max. If the area allowed from the initial calculation is less than 10% of the wall area, the sign area may be increased not to exceed 10% of the wall area.	2 sf. for each linear foot of storefront or wall facade, 150 sf. max. If the area allowed from the initial calculation is less than 10% of the wall area, the sign area may be increased not to exceed 10% of the wall area.
Width:	B 75% storefront or wall width, max.	75% storefront or wall width, max.
Height:	C 8 ft. max.	5 ft. max.
Graphic or Logo:	D A sign with only a graphic or logo is subject to the maximum sizes defined by A, B, and C of the wall sign type.	
Projection from Facade:	12 in. max.	12 in. max.

I. Window Sign.


Window Sign: Definition

A sign that is painted on, attached to, or suspended directly behind a window, the glass portion of a door, or a space providing visual access to the interior of a building (i.e., open garage bays).

Allowable in the Following Zones

All zones.

Size

Sign Area (B x C), per Window:	Permanent signage, 50% max.	A
	Temporary signage, 25% max.	

Miscellaneous

Applied plastic or vinyl cut letters are discouraged.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.110 Sign maintenance.

All signs must be maintained in a condition as originally permitted. Maintenance shall include landscaping, electrical, material blemishes, structural deficiencies, or other sign conditions changing the visual quality of the sign through neglect. Failure to maintain a sign may result in penalties and permit revocation. Violation procedures and penalty fee schedules shall be according to applicable Kitsap County Code.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.120 Nonconforming signs.

Notwithstanding Chapter 17.610, Enforcement, the continued existence of lawfully established and permitted nonconforming signs shall be subject to the following:

- A. No sign previously erected in violation of any code provision, including without securing proper permit approval, shall be considered a legal nonconforming sign.
- B. Legal nonconforming signs are subject to the sign maintenance requirements of this chapter.
- C. A legal nonconforming sign must fully conform to current sign code regulations if structural alterations will occur. For purposes of this subsection, normal maintenance, repair, or content change shall not be considered a structural alteration. Installation of an electronic sign into an existing sign shall be considered a structural alteration for the purposes of this chapter.
- D. Any legal nonconforming sign which (1) does not promote a commercial product or event and the content of the sign pertains to a time, event or purpose which has elapsed or expired in the preceding three hundred sixty-five days; or (2) is discontinued for a period of three hundred sixty-five consecutive days, without written notice to the Kitsap County department of community development of intent to continue use, shall be deemed abandoned and shall not, thereafter, be reestablished, except in full conformance with this chapter.
- E. Any legal nonconforming sign damaged or destroyed to the extent that seventy-five percent of the sign must be repaired may not be restored, and any further signage must conform to this chapter.
- F. Government actions, strikes, material shortages, natural disasters, acts of God, and all natural phenomena whose effects could not be prevented by the exercise of reasonable care and foresight, may not be considered in calculating the length of discontinuance, damage, or destruction for purposes of this section. A report from an official investigative organization with the damage or destruction determination, including but not exclusive to insurance and/or police reports, must be provided in order to restore a sign to its most recent noncompliant state of existence.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.130 Contractor license.

In accordance with Table 1b, Required Contractor License by Sign Type, a permanent sign shall not be erected, altered, relocated, constructed, or maintained by any person who does not hold a valid contractor's license. All electric signs shall be constructed according to the technical standards of a certified testing laboratory.

**Table 1b. Required Contractor License by
Sign Type**

Sign Type	Contractor License Required
Arm	No
Awning	Yes

Sign Type	Contractor License Required
Blade	No
Canopy	Yes
Monument	Yes
Pole	Yes
Roof	Yes
Wall	No
Wall Mural	No
Window	No

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.140 Variances.

Notwithstanding Chapter 17.560, Variances, a variance will be granted as a Type II decision. Notwithstanding Section 21.04.210(C)(1)(c), requests for sign variances outside a UGA shall require notification to owners of property within one thousand feet of the subject of the variance. Variances may be granted only when all of the following conditions and facts exist:

- A. There are special circumstances applicable to the subject property, including size, shape, topography, location or surroundings, that were not created by the applicant and do not apply generally to other property in the same vicinity or zone.
- B. Such variance is necessary for the preservation and enjoyment of a substantial property right or use of the applicant possessed by the owners of other properties in the same vicinity or zone.
- C. No other feasible signage alternative exists.
- D. The authorization of such variance will not be materially detrimental to the public welfare or injurious to property in the vicinity or zone in which property is located.
- E. Variance does not allow for deviations from design requirements herein.
- F. The variance is the minimum necessary to grant relief to the applicant.
- G. The county may impose conditions on the variance, as necessary, to further the purpose of the sign code and other applicable county codes or ordinances.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)

17.510.150 Violations.

Notwithstanding Chapter 17.610, Enforcement, any unapproved signs that are placed in violation of this chapter on public property, including county right-of-way, or that interfere with vehicular or pedestrian traffic will be subject to

removal by county staff or their agents, marked and placed in a retrieval yard for the first offense, or disposed of if the first offense mark was applied in a prior incident. Repeat violators may be charged for sign removal.

(Ord. 534 (2016) § 7(5) (App. E) (part), 2016)