

ARTICLE 9 SIGNS

Section 9.01 Purpose.

The primary function of signage, as it relates to this Ordinance, is to identify a particular use or business occupying a zoning lot or building in the City. The City further finds that reasonable use of signage promotes commerce in the City. However, unrestricted signage does not benefit individual businesses or property owners, or the community as a whole, because a proliferation of signs in the City would unduly distract or endanger motorists and pedestrians; cause the deterioration of business or residential areas; obstruct vision; negatively impact property values; and reduce the effectiveness of both business signage and signs needed to direct and warn the public.

The provisions of this Article shall be considered to be the minimum necessary to promote and protect the public health, safety, comfort, morals, and convenience. The further purposes of this Article are to:

1. Encourage free expression of ideas and dissemination of messages, regardless of content, using signs that are compatible with their surroundings and legible under the circumstances in which they are designed to be seen.
2. Regulate the construction, alteration, repair, and maintenance of all signs with respect to safety, location, dimensions, height, and method of illumination.
3. Permit such signs as will not, by reason of their size, location, or manner of display, endanger public health or safety; confuse or mislead traffic; or obstruct vision necessary for traffic and pedestrian safety.
4. Minimize the proliferation of visual clutter and preserve the appearance of the City by preventing the placement of oversized signs that are out of scale with surrounding buildings and uses.
5. Seek the removal of unlawful and abandoned signs, and encourage the replacement or removal of nonconforming signs that are incompatible with the purpose of this Article.

Section 9.02 General Standards.

The following general standards shall apply to signs in all zoning districts:

A. Standards of Measurement.

Dimensional standards and measurements for signs shall be subject to the following (see illustration):

1. **Sign height.** The distance from the average level of the ground or pavement directly below the sign to the highest point of the sign structure, including any supportive or decorative elements (see illustration).
2. **Sign setback.** Setbacks shall be measured from the closest street right-of-way or front lot line to the nearest edge of the sign.
3. **Sign area.** The surface area of a sign shall include the total area within any regular geometric figure (circle, triangle, rectangle, etc.) enclosing the extreme limits of letters, symbols or other material forming an integral part of the display or used to differentiate the sign from the background against which it is placed (see illustration).
 - a. Where two (2) sign faces with identical sign areas are placed back to back no more than two (2) feet apart, then the sign area shall equal the area of one (1) face.
 - b. Where two (2) sign faces with different sign areas are placed back to back no more than two (2) feet apart, then the sign area shall equal the area of the larger face.
 - c. Where two (2) sign faces are placed more than two (2) feet apart at any point, then the sign area shall equal the total area of all sign faces.
 - d. Where a sign has more than two (2) sign faces, then, the sign area shall equal the total area of all sign faces.
4. **Signable area.** The signable area of a building shall equal the area of the building's street level façade (see illustration).
 - a. **Multiple uses.** Where more than one business or use occupies space on the street level façade, the total signable area allowed for the building shall be divided among the businesses or uses in proportion to the size of each occupied space.
 - b. **Corner lots.** Where a building has two (2) or more street level facades (such as on a corner lot), the signable area shall equal the area of the largest street level façade.

B. Construction and Maintenance.

All signs shall be constructed or installed in compliance with the State Construction Code, and other applicable building, fire, and electrical codes enforced by the City; shall be maintained in good repair and working order; and shall present a neat and orderly appearance. Non-galvanized or corrosion-prone materials shall be painted as necessary to prevent corrosion.

All sign faces shall be smooth and no nails, tacks or wires shall be permitted to protrude from any sign. This shall not exclude the use of block letters, decorative elements or other devices that may extend over the top or in front of the sign structure.

C. Placement Requirements.

The following placement standards shall apply to all signs:

1. No sign may extend above any parapet or be placed upon any roof surface. For purposes of this Article, roof surfaces constructed at an angle of 75 degrees or more from horizontal (such as mansard roofs) shall be regarded as wall space.
2. No sign attached to a building, other than a permitted awning or projecting sign, may project more than one (1) foot from the building wall.
3. Signs shall not be located within nor extend over any street right-of-way or corner clearance area, except where specifically authorized by this Article. This restriction shall include any future planned rights-of-way identified in the City or county master transportation plans.
4. All signs shall be located at least ten (10) feet from any utility pole, overhead wire, transformer or streetlight.

D. Hazards and Obstructions.

Signs shall not be designed or maintained in a manner that would confuse or mislead motorists or pedestrians, create traffic or pedestrian hazards, obstruct free and clear vision or interfere with any traffic control device. No sign shall be erected or maintained so as to prevent ingress or egress from any door, window or fire escape. No sign of any kind shall be attached to a standpipe, fire escape or other means of ingress or egress.

E. Use.

All signs shall be accessory to the principal use of the lot where the sign is located, and shall not impair the use of adjacent properties. Any sign permitted by this Article may contain a non-commercial message.

F. Illumination.

Internal and external sign illumination shall be permitted, subject to the standards of Article 10 (Exterior Lighting) and the following (see illustration):

1. **External sign illumination.** External illumination of signs shall be permitted in any zoning district, provided that the light source(s) shall be fully shielded, directed towards the sign face, and designed to concentrate all light on the sign copy area.
2. **Internal sign illumination.** Signs accessory to non-residential uses in all zoning districts except the NB, CB1, CB2, and GB districts may be internally illuminated, provided that the sign faces are more than fifty percent (50%) covered by semi-opaque colors and materials with a color value and saturation of fifty percent (50%) or higher (see illustration). Internal illumination of signs accessory to residential uses shall be prohibited.
3. **Hours of illumination.** Illuminated signs shall be equipped with a functional timer control. Such signs shall not be illuminated after 11:00 p.m., or one-half (½) hour following the close of the business day, whichever is later. Such signs

shall not be illuminated before sunrise, or one-half (1/2) hour prior to the beginning of the business day, whichever is earlier.

4. **Other Limitations.** Sign illumination shall be further limited as follows:
- a. Sign illumination shall be provided solely by electrical means or devices and shall not be of a flashing, intermittent, moving or animated type.
 - b. Luminous tube lighting (neon, fluorescent or similar) shall not be directly visible from any street right-of-way or adjacent lot. Such lighting may be used as an indirect light source, or if shielded by translucent panels or similar methods.

G. Sign Color. Sign color shall generally be restricted to earth tones.

H. Changeable Copy Area (Manual).

A changeable copy area shall be allowed as part of a permitted sign, provided that the changeable copy area shall not exceed fifty percent (50%) of the total sign area.

I. Changeable Copy (Electronic).

A changeable copy area shall be allowed as part of a permitted sign, provided that the changeable copy area shall not exceed twenty five percent (25%) of the total sign area.

Section 9.03 Signs Allowed Without a Permit.

The following signs are exempt from Section 9.09 (Sign Permit) requirements, and shall be a permitted accessory to a permitted use in any zoning district. Such signs shall be subject to all other applicable standards of this Article:

A. Temporary Signs.

Temporary signs shall be subject to the following:

- 1. The maximum permitted height and total sign area for temporary, non-commercial signs on a zoning lot shall not exceed the following:

Zoning District Name	Symbol	Maximum Sign Area for All Signs	Maximum Sign Height
Single-Family Residential	R	16.0 square feet	5.0 feet
Multiple-Family Residential	RM		
Manufactured Housing Park	MHP		
Neighborhood Business	NB	32.0 square feet	6.0 feet
Community Business	CB1 CB2		
General Business	GB		
Industrial-Research	I-1		

Zoning District Name	Symbol	Maximum Sign Area for All Signs	Maximum Sign Height
General Industrial	I-2		
Public/Semi-Public Services	PSP		

2. Such signs shall be removed by the property or business owner, agent or person responsible for creating or placing the sign on the lot within five (5) calendar days following completion or discontinuation of the event, action or activity to which the sign pertains.
3. Temporary signs on zoning lots in the City shall be set back a minimum of ten (10) feet from all street rights-of-way. Such signs shall not be located within or over any street right-of-way, except as authorized by the City Council and any other agency with jurisdiction.
4. Such signs determined by the Zoning Administrator or Code Enforcement Officer to be in a torn, damaged or unsafe condition shall be immediately removed by the owner, agent or person responsible for creating or placing the sign on the lot.

B. Address Numbers and Nameplate.

All principal buildings shall display their assigned street number in a manner legible from the street right-of-way. In addition, one (1) nameplate shall be permitted per principal building to provide for the further identification of the building, use or occupants. The nameplate shall not exceed three (3) feet square-feet in area and shall be attached flat against the building wall.

C. Portable Signs

A maximum of one (1) portable sign shall be a permitted accessory to a principal non-residential use in the NB (Neighborhood Business), CB1, and CB2 (Community Business) Districts, subject to the following (see illustration):

1. Portable signs shall not exceed five (5) feet in height, three (3) feet in width, and 15 square feet in sign area.
2. Portable signs shall be permitted to be displayed during regular business hours for the use, plus one-half (½) hour prior to the beginning of the business day and one-half (½) hour following the close of the business day.
3. Portable signs shall be located immediately adjacent to a public entrance for the use to which the sign is accessory.
4. Such signs may be located on the public sidewalk within the street right-of-way, provided that they are not located closer than ten (10) feet to the curbline or pavement edge of the roadway. No portable sign shall be located in such a manner as to interfere with vehicular or pedestrian traffic flow or visibility.
5. Portable signs shall be constructed of plastic, metal or similar weather-resistant materials and shall be maintained in a neat and orderly condition. Use of plywood, cardboard or paper shall be prohibited.

D. Other Signs and Sign-Related Activities.

The following types of signs and sign-related activities shall be permitted accessory to a permitted use in any zoning district:

1. Painting, servicing, cleaning or minor repairs to an existing sign, provided that the sign is restored to its original design, all work is in compliance with applicable structural and electrical codes, and the requirements for such signs specified in this Article.
2. One (1) window sign accessory to a principal non-residential use, which shall not exceed three (3) feet square-feet in area and may be illuminated.
3. Memorial signs, tablets or markers that are cut into the face of masonry surfaces or constructed of bronze or other incombustible materials, and are located flat on the façade wall of a building.
4. Flags bearing the official design of a nation; state; municipality; educational institution; award or non-profit organization; and pennants installed by the City on or over public streets.
5. Signs of a duly constituted governmental body; signs required to be maintained by law or governmental order, rule or regulation; signs identifying public access, municipal facilities and similar official markers; and incidental signs displayed for the direction, safety or convenience of the public.
6. Traffic safety and control signs that conform to the requirements of the Michigan Manual of Uniform Traffic Control Devices and essential service signs denoting utility lines, railroad lines, hazards, and precautions.
7. Changes to sign copy within an approved changeable copy area.
8. Incidental signs carried by or affixed to clothing worn by persons; and incidental signs on vehicles, trailers, portable liquid propane tanks, and similar transitory devices that are associated with and regularly used in the course of conducting the principal use located on the premises.

Section 9.04 Signs Allowed With a Permit.

The following signs shall be permitted accessory to a permitted use in any zoning district, subject to approval of a sign permit in accordance with Section 9.09 (Sign Permit):

A. Site Entry Features with Signage.

Site entry features with signage may be erected at the entrance to a residential subdivision, condominium or multiple-family development; elderly or senior housing development; manufactured housing park; or office, research or industrial park, subject to the following (see illustration):

Standards	Site Entry Features with Signage
Maximum number of permitted signs	Two (2) signs per entrance from a public street classified as a collector, arterial or thoroughfare by the transportation plans for the City, county or state road authorities.
Minimum required setbacks	Ten (10) feet from any street right-of-way or curblines of any internal access drive.
Maximum sign area	24.0 square feet.
Maximum sign height	6.0 feet.
Method of illumination	External light sources only.

B. Building Directory.

Where a single building on a single lot is occupied by more than one (1) business, dwelling or other use above the street level façade (such as a multiple-story office or commercial building), a building directory sign may be erected on the street level façade for these uses, subject to the following (see illustration):

1. The building directory shall be separate from any permitted signs accessory to the uses occupying the street level façade.
2. The maximum sign area shall not exceed three percent (3%) of the signable area of the building.
3. Illumination of such signs shall be limited to external light sources.

C. Construction Signs.

Temporary construction signs shall be subject to the following:

Standards	Construction Signs
Maximum number of permitted signs	One (1) sign per street frontage of the zoning lot.
Minimum required setbacks	Ten (10) feet from any street right-of-way or curblines of any internal access drive.
Maximum sign area	24.0 square feet.
Maximum sign height	6.0 feet.
Method of illumination	External light sources only.
Display period	The sign shall not be erected prior to site plan or final preliminary plat approval and shall be removed within 14 calendar days of completion of the project's final phase, or upon expiration of site plan or permit approval.

Section 9.05 Building-Mounted Signs.

The intent of this Section is to establish consistent and reasonable standards for the location, size, and range of permitted types of signs located on buildings in the City and to minimize the proliferation of excessive or out-of-scale building signage. The following shall apply to all building-mounted signs accessory to non-residential uses in any zoning district:

Standards	Type of Permitted Signs			
	Wall	Awning	Projecting	Window
Permit required?	yes	yes	yes	no
Internal or external illumination permitted?	yes	yes	yes	no
Maximum number of sign faces per sign	one (1)	one (1)	one (1)	one (1)
Minimum sign height	none	7.5 feet	7.5 feet	none
Maximum permitted sign area of all signs (square feet)	10% of the signable area of the building space occupied by the use.			15% of the street level window surface area.

1. **Location.** All building-mounted signs shall be located entirely within the street level facade(s).
2. **Rear public entrance sign.** One (1) additional building-mounted sign not exceeding four (4) square feet in area shall be permitted at any rear public entrance.
3. **Painted wall signs.** Signs applied with paint or similar substance on an exterior surface of a structure shall be considered a building-mounted sign subject to the standards of this Section. Prior to painting a sign on a wall, the wall surface shall be freshly painted with a continuous base color.
4. **Projecting signs.** Projecting signs shall be further subject to the following (see illustration):
 - a. Such signs shall be secured to the building by metal anchors, bolts, supports, rods or braces, and shall be pinned away from the wall at least six (6) inches.
 - b. Such signs shall project from the wall at an angle of 90 degrees.
 - c. A maximum of one (1) projecting sign shall be permitted per use, with a maximum sign area of 20 square feet per sign face.
 - d. Projecting signs may extend out from the building wall a maximum of four (4) feet or thirty-three percent (33%) of the sidewalk width, whichever is less.

- e. Projecting signs proposed to overhang into a public right-of-way shall be subject to City Council approval. Approval may also be required from any state or county road authority with jurisdiction over the street right-of-way.

Section 9.06 Ground Signs.

The intent of this Section is to establish consistent and reasonable standards for the height, location, and size of ground signs in the City and to minimize the proliferation of excessive or out-of-scale ground signage that would compete for the attention of motorists, create traffic hazards or visual blight within the City.

The following shall apply to ground signs accessory to non-residential uses in any zoning district:

A. Ground Sign Standards.

Maximum Ground Sign Height	Minimum Sign Setback from Buildings and Street Rights-of-Way	Maximum Sign Area	Maximum Number of Ground Signs per Zoning Lot
10 feet	Equal to actual sign height	50 square feet	1

1. Approval of a sign permit per Section 9.09 (Sign Permit) shall be required to erect, alter or relocate a ground sign in the City.
2. Ground signs shall be prohibited within corner clearance areas, as defined in Section 4.209 (Corner Clearance Areas).
3. A maximum of two (2) sign faces shall be permitted per ground sign.
4. No part of a ground sign shall be located within a required side yard or within ten (10) feet of a side lot line.
5. Ground sign shall be set back a minimum of 50 feet from any existing residential dwellings on abutting zoning lots.
6. No ground sign shall be placed in such a manner as to prevent any motorist on a curve of a street from obtaining a clear view of approaching vehicles for a distance of 500 feet along the street.

B. Permitted Modifications.

The following modifications to the standards of this Section have been established to:

1. Preserve the neighborhood character and appearance of the downtown business district [CB1 and CB2 (Community Business) District], the City’s lower intensity use districts [R (Single Family Residential), and NB (Neighborhood Business) Districts] through more restrictive standards.

2. Ensure that permitted signage is in reasonable proportion to the land use intensity and address the specific signage needs of multi-tenant shopping centers and uses that abut arterial streets or thoroughfares as defined by the master transportation plans for the City, county or state road authorities.

Modifiers shall be cumulative down each column of the following table, as applied to a particular land use or zoning lot:

		Maximum Sign Height	Minimum Sign Setback	Maximum Sign Area	Maximum Number of Signs
Permitted Modifiers		10 feet	Equal to actual sign height	50 square feet	1
Cumulative Modifiers	Located in the R, NB, CB or PCP Districts.	- 2 feet	no change	- 12 square feet	no change
	Total lot frontage exceeds 500 feet on one (1) street right-of-way.	no change	no change	+ 20 square feet	+ 1 additional sign
	Sign abuts an arterial street or thoroughfare with a posted speed limit of 45 miles per hour or higher.	+ 2 feet	no change	+ 20 square feet	no change
	Sign abuts a public street with a right-of-way width of 120 feet or greater.	+ 2 feet	no change	+ 20 square feet	no change
	Lot is occupied by three (3) or more separate non-residential uses (i.e. shopping center, office building, etc.).	no change	no change	+ 20 square feet	no change
Total Permitted With Modifiers:		_____ feet	_____ feet	_____ square feet	_____ sign(s)

Section 9.07 Billboards.

A. Findings.

The City has made the following determinations related to billboard signs:

1. The placement of signs on lots or structures in the City that exceed the maximum permitted standards of this Article for ground signs would result in visual pollution and obstructions of light and air for adjoining lots and uses.

2. Billboard signs are not appropriate in areas zoned for residential uses because the intense commercial nature of the advertising activity would be harmful to residential property values and incompatible with residential neighborhood quality of life.
3. Billboard signs are not appropriate in the City's commercial districts because such signs would be out-of-scale with the structures and limited commercial character of the districts, incompatible with abutting residential uses, and harmful to the promotion of commerce in the districts.
4. Unrestricted display of billboard signs along the arterial streets and thoroughfares in the City would create visual clutter, compete for the visual attention of motorists, and increase hazards for motorists and pedestrians.

B. Billboard Limitations.

In accordance with the above findings, new billboard signs are hereby prohibited within the City of Sandusky, except as follows. One (1) billboard sign shall be permitted per zoning lot in the I-1 (Industrial-Research) or I-2 (General Industrial) District, subject to the following limitations:

1. The zoning lot shall directly abut a state highway.
2. Permitted billboard signs shall be set back a minimum of 200 feet from abutting residential zoning districts and existing RESIDENTIAL USES.
3. Permitted billboard signs shall be set back a minimum of 1,000 feet from other billboard signs on the same side of the street right-of-way.
4. Permitted billboard signs shall conform to the maximum sign height, sign setback, and sign area for ground signs, per Section 9.06 (Ground Signs).

C. Existing Billboards.

Billboard signs lawfully existing in the City on the date of adoption of this Ordinance shall be permitted to continue, subject to the provisions of Section 9.10 (Nonconforming Signs). The Zoning Administrator shall be responsible for maintaining an inventory of the location and condition of all existing billboard signs in the City.

Section 9.08 Prohibited Signs.

The following types of signs are prohibited in all districts:

1. Signs that resemble and could be confused with an official highway, traffic or government sign, signal or traffic control device; or that obscure a sign, signal or traffic control device displayed by public authority to provide traffic instruction, direction or public information.
2. Signs painted on or attached to trees, utility poles, fences or streetlights.
3. Signs placed upon or across any public right-of-way or upon any City property, except as otherwise provided for in this Article.

4. Signs that incorporate string lights; flashing, moving or intermittent lights of changing degrees or intensity; exposed incandescent bulbs; animation; or unshielded luminous tube lighting.
5. Exterior string lights accessory to a non-residential use, other than holiday decoration or when used as an embellishment to landscape plant materials.
6. Signs that have any visible moving parts, mechanical movement, rotation or other apparent visible movement achieved by electrical or mechanical means or by action of normal wind currents; and signs that discharge any audible sound, odor or visible matter.
7. Roof signs and inflatable signs.
8. Building-mounted signs that obstruct window or door openings, inhibit ingress or egress, or interfere with building ventilation.
9. Signs displayed without required permits or outside of permitted size, location or time period limitations.
10. Non-accessory and off-premises signs, including billboard signs per Section 9.07 (Billboards), except as otherwise provided for in this Article.
11. Abandoned or unlawful signs, displays of obscene material on any sign, and any other sign not expressly permitted by this Article.

Section 9.09 Sign Permit

It shall be unlawful for any person to erect, alter or relocate any sign, sign structure or sign area subject to permit approval under the provisions of this Article, without first obtaining appropriate permit(s) from the City and paying the required permit fee according to the schedule of fees established by the City Council.

A. Sign Permits.

Where a provision of this Article requires approval of a sign permit, such approval shall be subject to the provisions of Section 1.06 (Zoning Permits) and the following:

1. The Zoning Administrator shall be responsible for verifying compliance with this Article, prior to issuing a sign permit under this Section.
2. A separate building permit may be required in accordance with the State Construction Code enforced by the Sanilac County.
3. Issuance of a building permit by the Sanilac County Chief Building Official shall not exempt a building permit holder from compliance with the requirements of this Article and Ordinance.

B. Required Information for Sign Permit Applications.

The following shall be provided with any sign permit application:

1. **Application information.** Permit applications shall include the following information:
 - a. The name, address, and telephone numbers for the applicant, property owner, and sign contractor; street address or property location where the sign is to be located; and written consent of the property or sign owner to perform the proposed work.
 - b. Where a proposed sign would encroach into a street right-of-way, copies of permits or approvals from the City Council and any other agency with jurisdiction.
 - c. Any other information required by the Zoning Administrator to show full compliance with this Ordinance.
2. **Plot plan.** A plot plan shall include a parcel survey, easements, dimensions, locations of all structures, and all existing and proposed signs on the zoning lot. If building-mounted signs are proposed, elevation drawings of all buildings on the site shall be provided showing all existing and proposed building-mounted signs.
3. **Sign details.** Specifications and drawings showing the materials, design, dimensions, structural supports, and method of illumination.
4. **License and insurance.** Every person who engages in the business of erecting, altering or dismantling signs in the City shall first submit proof of appropriate licenses or certifications, and a liability insurance policy that indemnifies the City of Sandusky and its prior, present and future officials, representatives and employees from all damage suits or actions of every nature brought or claimed against the erector for injuries or damages to persons or property sustained by any person or persons through any act of omission or negligence of said erector, his servants, agents or employees. Said policy shall contain a clause whereby it cannot be canceled or changed until after written notice has been filed with the City at least 30 days prior to the date of cancellation.
5. **Removal agreement or bond.** The Zoning Administrator may require a signed removal agreement, bond or other acceptable surety to guarantee the future removal of a sign.

Section 9.10 Nonconforming Signs

All existing signs that do not conform to the provisions of this Article and Ordinance shall be permitted to continue as nonconforming signs until removed or altered, at which time they shall conform to the provisions of this Article and Ordinance. Nonconforming signs shall be subject to the following:

A. Good Working Order.

Nonconforming signs shall be maintained in accordance with the requirements for all signs specified in Section 9.02 (General Standards). Nonconforming signs shall be maintained with all necessary structural and decorative parts, including but not limited to supports, sign frame, and electrical equipment. All sign copy areas shall be intact and illuminated signs shall be capable of immediate illumination.

B. Servicing.

Painting, servicing, cleaning or minor repairs to a nonconforming sign shall be permitted, provided that the sign is restored to its original design and all work is in compliance with the requirements for all signs specified in Section 9.02 (General Standards).

C. Alterations.

Alterations to nonconforming signs shall be prohibited, except as follows:

1. **Sign copy area.** The sign copy area of a nonconforming sign may be altered, including replacement of sign panels and changes to the sign copy, provided that the degree of nonconformity is not increased, and provided that any sign illumination is brought into compliance with the provisions of Section 9.02F (Illumination).
2. **Billboard signs.** A nonconforming billboard sign may be altered, including replacement of sign panels and changes to the sign copy, provided that the sign area and height are not increased, and provided that any sign illumination is brought into compliance with the provisions of Section 9.02F (Illumination).
3. **Sign frame or structural elements.** Alterations to the sign frame or structural elements of a nonconforming sign shall be permitted, subject to the following:
 - a. The sign shall be brought into compliance with the maximum sign height and sign area standards for the location and type of sign, as specified in this Article.
 - b. Existing sign wiring and ground sign support structures may be re-used, provided that permitted alterations will not increase any nonconformity caused by inadequate sign setback.

Section 9.11 Sign Removal by City Action

A. Abandoned or Unlawful Signs.

The Zoning Administrator shall have the authority to determine whether a sign is unlawful or has been abandoned, as defined in Section 19.02 (Definitions), subject to appeal by an aggrieved person to the Zoning Board of Appeals. The Zoning Administrator may order the removal of such signs in accordance with the following:

1. **Determination.** Written notification of the determination and any order for removal shall be provided by certified mail to the owner, operator or person having beneficial use of the property upon which the sign is located.

2. **Removal.** Abandoned or unlawful signs shall be removed within 30 days after notification of a determination and order for removal by the Zoning Administrator. All support structures and components shall be completely removed.
 - a. Failure to remove the sign shall constitute grounds for the City to seek Circuit Court approval to remove the sign at the property owner's expense.
 - b. The owner shall reimburse the City for removal costs, or the City may place a lien on the property for necessary removal expenses.

B. Damaged Signs.

Signs determined to be in a damaged condition by the Zoning Administrator or Code Enforcement Officer shall be repaired or removed within 15 days after notification by certified mail.

1. If such action is not taken by the owner, operator or person having beneficial use of the property where the sign is located, the Zoning Administrator or Code Enforcement Officer shall have the authority to order the repair or removal of the damaged sign.
2. The owner shall reimburse the City for repair or removal costs, or the City may place a lien on the property for such expenses.

C. Unsafe Signs.

The Zoning Administrator or Code Enforcement Officer may order the removal of any sign determined to be unsafe without prior notice.

1. After removal, the Zoning Administrator or Code Enforcement Officer shall notify the property owner by certified mail of the action taken and the reasons for the action.
2. The owner shall reimburse the City for removal, storage, and reclamation costs, or the City may place a lien on the property for such expenses.

D. Nonconforming Signs.

The elimination of nonconforming signs in the City is hereby declared to be for a public purpose and for a public use. The City may purchase nonconforming signs for the purpose of removal, or may initiate condemnation proceedings for nonconforming signs determined to be in violation of Section 9.10 (Nonconforming Signs) requirements.

E. Temporary Signs.

Temporary signs affixed within a street right-of-way or corner clearance area, without a valid permit, or after permit expiration may be removed by the City without notice. Signs removed shall be held by the City for five (5) calendar days, after which the sign may be discarded.

Section 9.12 Exceptions

The Zoning Board of Appeals (ZBA) shall have the authority to grant an exception from the strict application of these regulations, provided that such relief may be granted without substantially impairing the intent of this Article. Application and consideration of sign exceptions shall be in accordance with the following procedures and standards:

A. Applications and Review Procedures.

Any party who has been denied a permit for a proposed sign may file a request for an exception to this Article with the ZBA within 21 calendar days of the decision. Applications for exceptions from one (1) or more provisions of this Article shall be submitted in accordance with Section 18.06 (Applications).

Applications for sign exceptions shall be considered by the ZBA per the procedures specified in Article 18 (Zoning Board of Appeals). Following a public hearing the ZBA shall consider the standards of this Section and any other factors deemed relevant in determining whether to grant an exception to particular requirements of this Article.

B. Exception Standards for Signs.

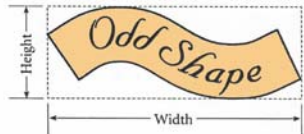
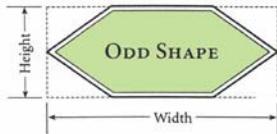
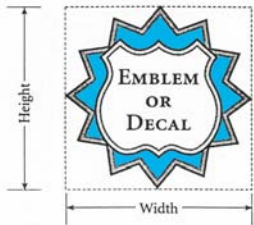
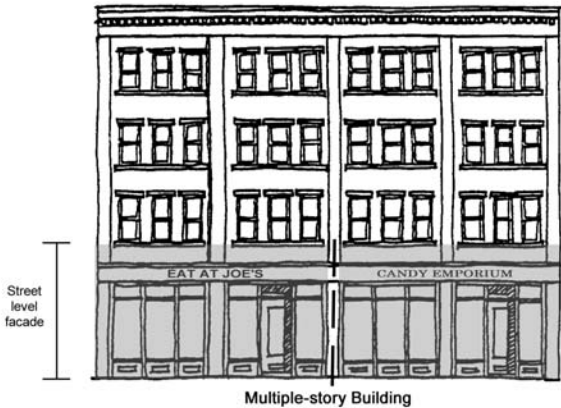
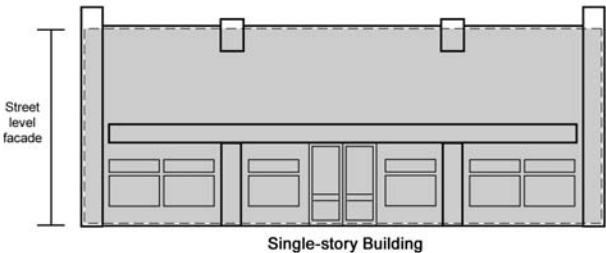
The ZBA shall consider the following standards while reviewing any application for an exception from one (1) or more provisions of this Article.

1. **Obstructions.** Construction of a conforming sign would obstruct the vision of motorists or otherwise endanger public health or safety.
2. **Visibility.** A conforming sign would be blocked from the sight of passing motorists due to existing buildings, trees or other obstructions.
3. **Site features.** Construction of a conforming sign would require significant tree removal or extensive topographic changes.
4. **Scale.** A sign that exceeds the allowable height or area standards of this Article would be more appropriate in scale to the building or site frontage.
5. **Aesthetics.** The exception shall not adversely impact the character or appearance of the building or lot or the neighborhood.
6. **Minimal.** The exception shall be the minimum necessary to allow reasonable use, visibility or readability of the sign.
7. **Intent.** The exception shall not significantly impair the intent and purpose of this Article.

C. Findings and Conditions.

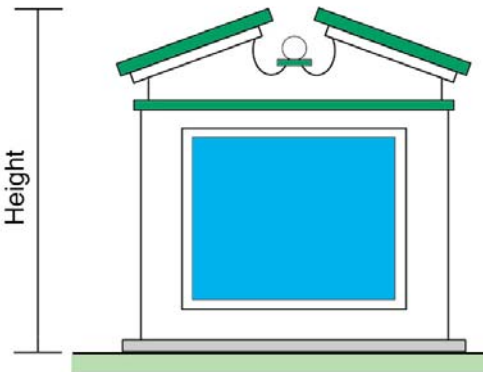
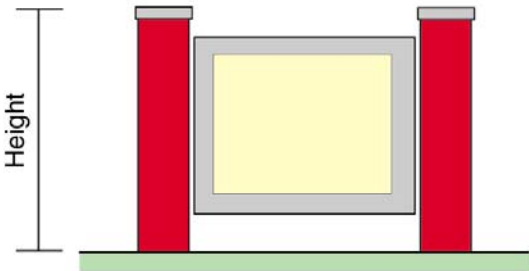
In a motion granting or denying a sign exception, the ZBA shall state the specific grounds for the decision, which shall be supported by specific findings of fact. The ZBA may attach conditions to a sign exception approval in accordance with the intent and purpose of this Article.

ILLUSTRATIONS



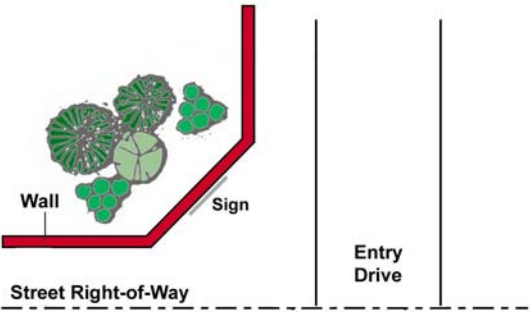
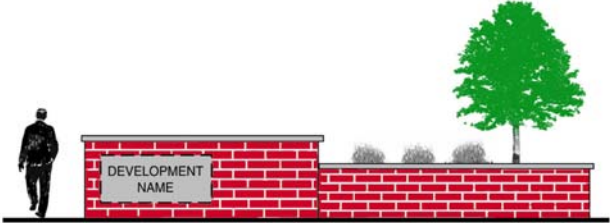
Signable Area

Computation of Sign Area

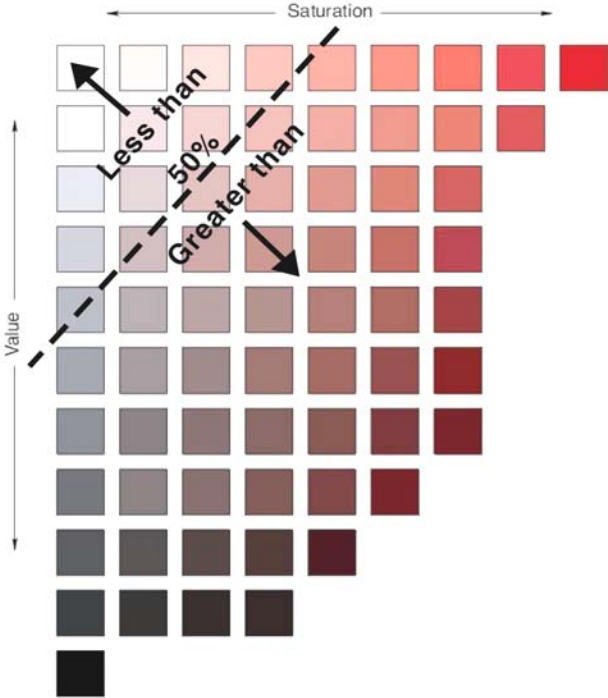


Sign Height

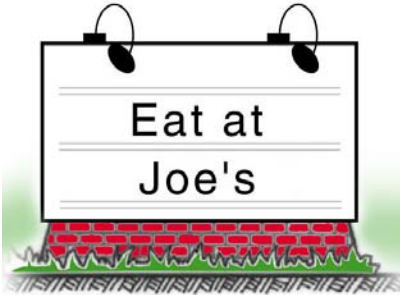
ILLUSTRATIONS



Site Entry Feature With Signage



Color Value and Saturation



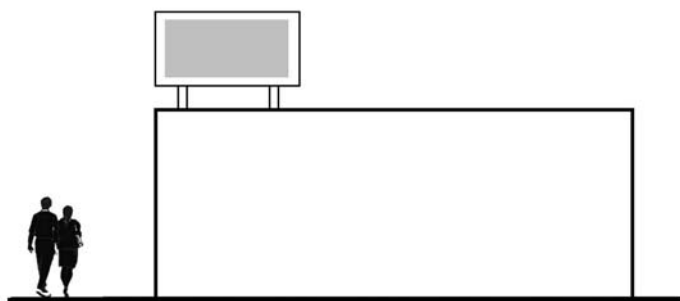
External illumination only



Internal illumination permitted

Sign Illumination

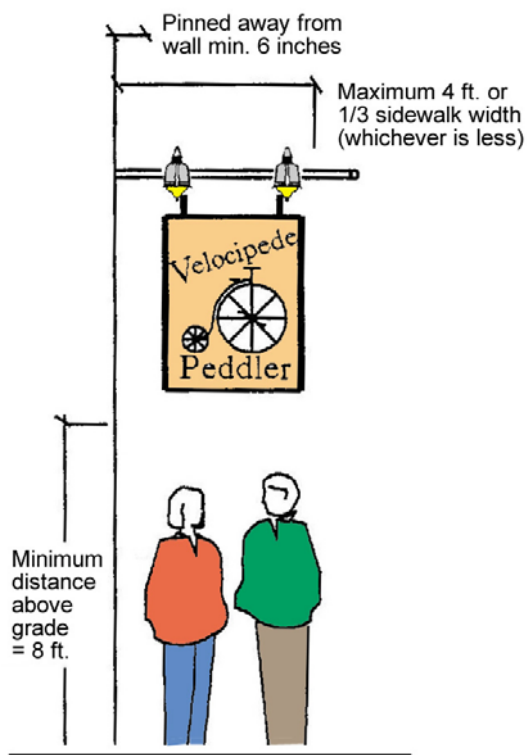
ILLUSTRATIONS



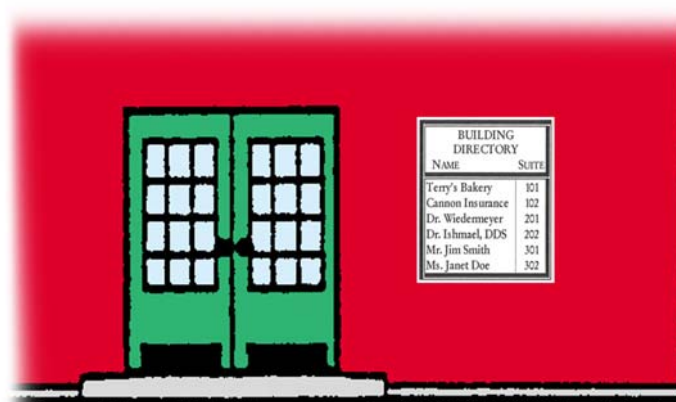
Roof Sign



Portable Signs

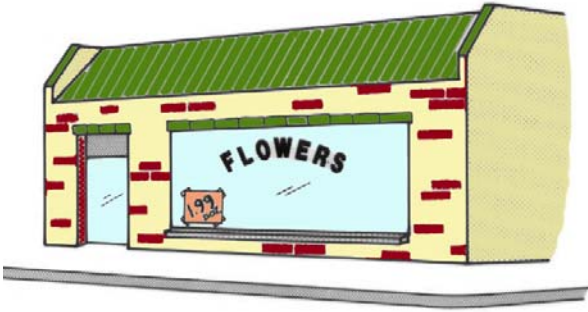


Projecting Sign Detail



Building Directory

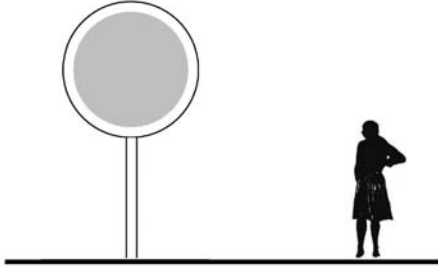
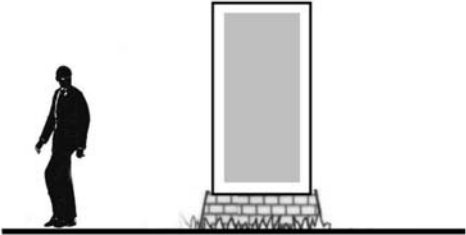
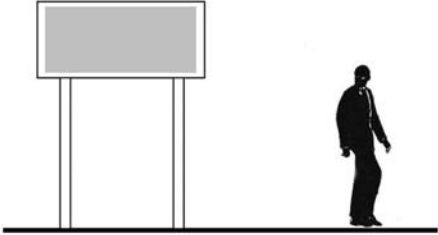
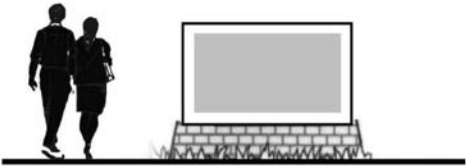
ILLUSTRATIONS



Window Sign



Awning Sign



Various Types of Ground Signs