

CITY OF DUNDEE
PLANNING COMMISSION AGENDA
City Council Meeting Chambers
620 SW 5th Street
Dundee, OR 97115
P.O. Box 220

MEETING DATE: July 15, 2015
Meeting Time: 7:00pm

- I. Call Meeting to Order.**
- II. Approval of Minutes from Previous Meetings**
* April 15, 2015
- III. Public Comment**
- IV. Work Session**
1) LURA 15-12, Proposed Sign Code Changes
- V. Planning Issues from Commission Members**
- VI. Adjournment**

The City Council chambers are accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to Melody Osborne, Planning Secretary at 503-538-3922.

CITY OF DUNDEE

Meeting: Planning Commission Meeting
Location: City Council Meeting Chambers
620 S.W. 5th Street
Dundee, Oregon 97115
Date: April 15, 2015
Time: 7:00 p.m.

I. Meeting called to order.

Chairman Fiedler called the meeting to order. Commissioners present, which consisted of quorum, were Gerald Fiedler, David Hinson, Michele Kropf, Gary Rodney, and Isaiah Cox. Also attending were City Administrator Rob Daykin, Planner Jessica Pelz, and interim Planner Jim Jacks. Allen Methven, owner of the Dundee Family Dentistry, was in the audience.

II. Approval of Minutes from Previous Meeting(s)

It was moved and seconded to approve the meeting minutes from March 18, 2015. Motion passed unanimously.

Jim Jacks of the Mid-Willamette Council of Governments was introduced. He will be filling in for Planner Pelz while she is on maternity leave. Mr. Jacks gave a brief background on his experience and how he came to be an employee of the MWCOG.

III. Public Comment

There was no general public comment.

IV. Sign Code Workshop

Planner Pelz introduced the staff memo and gave a couple reasons that the sign code was back before the Commission, including the Fire Department's wish to have a changeable copy sign larger than that allowed in the current code, and the ten-year conformance date that is not date specific.

Dr. Allen Methven spoke regarding the proposals and what changes he would like to see. He stated that he has a back lot (island lot) that did not have street frontage. He had 6 potential buildings he wanted to build, but needed to have an allowance for an easement that would permit a sign to be on property next to the highway. He stated the current standards are too limiting (signs are not big enough to allow).

A discussion took place regarding Island Lot signs. Main points of conversation centered on size; and, what would happen if the lots were owned by different people and whether that would be covered by an easement or private contract. There was an explanation of the difference between flag lot and island lots.

Discussion regarding the strict sign standards in McMinnville; A-frame signs; whether a variance could take place on a piece by piece basis; the fact that clear and objective standards need to be drafted that can apply to all lots.

There was a suggestion to table the "island lot" conversation in order to give the Commissioner's time to think about the question and look at possible scenarios.

There was discussion regarding the date for conformance of signs. It was noted that the adoption of the "10-year" clause was in 2011 which would mean that 2021 would be the year that all signs need to conform.

General consensus among the Commissioners was that they were happy with the existing free-standing sign section "as is".

Discussion moved to changeable copy signs. It was questioned if the Fire Department could apply for and be granted a variance instead. This was answered negatively. The Commissioners were asked if they wanted to consider the electronic signs in June (table the discussion so that examples could be brought back). Planner Pelz suggested looking at requiring more design standards for electronic signs.

Design standards were discussed next. It was suggested that examples from other "nicer" cities could be brought back. (Bend and Sisters were given as examples.)

V. Planning Issues from Commission Members.

There was a quick review on TSP Public Hearing expected to occur in May.

VI. Adjournment

Moved and seconded to adjourn the meeting. Meeting was adjourned.

Gerald Fiedler, Chairman

ATTEST:

Melody Osborne, Planning Secretary

MEMORANDUM

T0: Dundee Planning Commission
From: Jim Jacks, COG Planner
CC: Rob Daykin, City Administrator
DATE: July 15, 2015
SUBJECT: Proposed Sign Code Amendments -- Section 17.306, Development Code

BACKGROUND

On April 15, 2015 the Planning Commission received a Memo from the City Planner, Jessica Pelz, and received proposed draft sign amendments to Section 17.306 of the Dundee Development Code.

Interspersed in the proposed draft amendments to Section 17.306 were comments and questions about specific subsections. The last page of the proposed draft amendments included additional issues for the Commission to discuss.

For example, the last page of the 4/15/15 amendments, under Other Issues, 2nd bullet point, included a suggested change to the definition of "Animated Sign" to split it into definitions of "Animated Sign" and "Changeable Copy Sign."

The proposed draft amendments included with this 7/15/15 memo contain the 4/15/15 amendments, comments and questions. The amendments included here have been revised to show the consensus of the Planning Commission at the conclusion of the Commission's 4/15/15 discussion.

On April 15, 2015 members of the business community commented to the Commission on the amount of allowed signage.

An April 15, 2015 letter from Mr. Joe Buck of Gubanc's/Babica Hen/Harvest Hen, inquired about allowing signage in the landscaped right-of-way in front of the Inn at Red Hills and Babica Hen Cafe.

PURPOSE

The purpose of the July 15, 2015 Commission work session on the proposed sign code amendments is to cover the material that will be before the Commission on August 19, 2015 for a public hearing.

PROPOSED AMENDMENTS

The included proposed amendments contain the comments that were in the 4/15/15 amendments and comments from the COG planner.

In addition to the proposed changes in the 4/15/15 version, this 7/15/15 version includes possible changes to the Sign Design Standards # 1 and 2 (see pp. 6 and 7 for an explanation of the issues).

The 7/15/15 proposed changes also include a change to Section 17.306.050, Sign Review Procedures, and specifically, Subsection B which uses language that is not consistent with the language in Section 17.406, Variances and Adjustments. See the explanation on pp. 14 and 15 of the proposed amendments.

The 7/15/15 proposed changes also include a change to Section 17.406, Variances and Adjustments, to clarify the 20 percent figure that is the trigger for a Variance or an Adjustment. See the explanation on pp. 14 and 15 of the proposed amendments.

BEND AND SISTERS SIGN DESIGN STANDARDS

At the 4/15/15 work session, the issue of sign design standards was raised and the Commission asked for information about the sign design standards for Bend and Sisters. The Bend and Sisters sign design standards are included here.

Staff's recommendation is that the Commission not propose amendments to the Dundee Sign Design Standards, 17.306.030, C, at this time, except for those provided to the Commission on 4/15/15 and 7/15/15. Based on the length and detail of the Bend and Sisters regulations a significant amount of time would be needed for Dundee to craft new sign design standards.

BEND

9.50.090 Standards for Permanent Signs.

A. Determining Building Sign Area Allowance.

1. Building signs include awning or canopy signs, directory signs, drive-through signs, projecting signs, suspended signs, wall signs and window signs.

2. The combined permitted sign area of all building signs, excluding suspended signs, directory signs and drive-through signs, shall be limited to one and one-half square feet of sign area for each one lineal foot of width of the dominant facade up to the maximum sign area allowed in each Sign District identified in Table 2, unless a different amount allocated to the building occupant is identified in an approved Sign Plan pursuant to [BC 9.50.170](#). Sign area allowances for suspended signs, directory signs and drive-through signs, where permitted, are allowed in addition to the building sign area allowance.

Table 2

Sign District	Maximum Sign Area	Minimum Sign Area
1	200 square feet	30 square feet
2	150 square feet	30 square feet
3	100 square feet	30 square feet

Table 2

Sign District	Maximum Sign Area	Minimum Sign Area
4	100 square feet	20 square feet
5	12 square feet	12 square feet
6	Special standards apply	

3. Sign area is computed based on the width of the principal building's dominant facade in elevation view. The width is measured using a straight line beginning at the corner at one end of the side of the building and continuing to the other corner on the same side of the building. If multiple entities occupy a single building, each entity may apply for a sign based on that entity's dominant facade, and the total sign area may not exceed the total sign area for the entire building. Screening walls, fences or other extensions are not included when calculating the building width. Accessory buildings are not used to calculate sign area allowance. Sign area allowances shall not be transferred to other separate tenants or separate uses on the site.

4. Building signs may be installed on the dominant facade or subordinate facades, except in Sign District 6 where special standards for sign number, size and placement apply.

a. Exception: Buildings located in Sign District 6 are limited to one sign on a subordinate facade visible to the Bend Parkway. The sign shall not exceed 10 percent of the maximum sign area allowance. The sign area is deducted from the total sign area allowance, and the sign shall not be internally illuminated. All other building signs shall comply with the underlying Sign District regulations.

B. Standards for Specific Signs. Where allowed by [BC 9.50.080](#), the following standards apply to specific types of signs:

1. Awning and Canopy Sign.

a. Awning and canopy signs are allowed for nonresidential uses. Awnings and canopies shall be installed in compliance with current editions of adopted building codes and subject to permitting and inspection by the Building Safety Division.

b. Awning and canopy signs may be permitted only as an integral part of the awning or canopy to which they are attached or applied. Signs shall not be attached on top of or project beyond the fascia of a freestanding canopy. Signs may be installed on top of a canopy that is attached to and supported by the building, provided the sign does not extend above the roofline or eaves of the building. The sign area shall be deducted from the building sign area allowance.



Allowed



Not Allowed

- c. Awnings and canopies shall not interfere with trees or traffic signs.
- d. Awning and canopies attached to the building are allowed on the first story only. Attached awning or canopy structures shall maintain a clearance of eight feet above a public right-of-way or finished grade. The valance shall maintain a seven-foot clearance. An awning or canopy shall not extend within two feet from the street curb. Posts or columns beyond the property line are not permitted. Awning and canopies shall not project above the roofline.



2. Projecting Sign.

- a. Projecting signs are allowed for nonresidential uses.
- b. Projecting signs shall be installed on the primary use building. Multiple-tenant buildings may have one sign on each tenant's storefront that provides customer access.
- c. Projecting signs shall be located on the first story except that a projecting sign may be installed on the wall of the second story, provided the sign and sign supports are installed no higher than the second floor window opening or 24 feet above grade, whichever is lower. Projecting signs shall not extend above the roofline or roof eave or above the parapet of the building.



Allowed

Not Allowed

d. Projecting signs shall not exceed 20 square feet in area and shall be no more than 36 inches wide and have a maximum thickness of 18 inches. Projecting signs shall extend no more than 42 inches from the building or within two feet of the curb, whichever is less. The sign area shall be deducted from the building sign area allowance.

e. A minimum clearance of eight feet between the bottom of the sign and the finished grade below the sign is required. At alleys, when no curb exists, a minimum height of 14 feet between the bottom of the sign and the finished grade below the sign is required.

3. Wall Signs.

a. Wall signs are allowed for nonresidential uses.

b. A wall sign may be painted, attached or pinned away from the wall. A wall sign shall not project from the surface upon which it is attached more than required for construction purposes and, in no event, more than 18 inches. A wall sign located over an alley shall have a minimum 14-foot clearance unless it projects less than 12 inches from the building.

c. One or more wall signs may be allowed. The total area shall be deducted from the building sign area allowance.

d. Wall signs shall be located on the designated sign band. When a sign band does not exist, the sign shall be located between the first and second story of a multiple story building. The sign shall not be installed higher than the top of the second story window opening to which it is adjacent and shall not be more than 24 feet above grade.



Designated Sign Band



Signs located below second story window opening

- e. Wall signs installed on mansard roofs may be installed vertically when installed on the lowest portion of the sloped roof.
- f. Wall signs shall not extend above the roofline, eaves, wall or building facade or more than 24 feet above the finished grade below the sign.

4. Window Signs.

- a. One or more window signs are allowed except that second story nonresidential tenants shall be allowed one window sign. The sign area shall be deducted from the building sign area allowance.
- b. Illuminated window signs shall not exceed 15 percent of the window area in which they are displayed.
- c. Window signs installed on the exterior of the building shall not project more than four inches from the window.



5. Suspended Signs.

- a. Suspended signs shall be placed only under an attached awning or canopy on the first story facade for nonresidential uses with direct exterior pedestrian access.
- b. The sign shall not exceed six square feet in area and is in addition to the building sign area allowance.

- c. A minimum seven-foot clearance above finished grade below the sign is required.
- d. Only one sign shall be allowed at each public entrance. Tenant spaces with two separate elevations may install one sign on each elevation.
- e. Suspended signs shall not be internally illuminated except when the clearance is greater than eight feet.



6. Primary Freestanding Sign.

- a. No portion of a freestanding sign shall be in, or project over, a public right-of-way.
- b. The numerical address of the property must be included on the primary sign and must be clearly visible and legible from the street on which the property fronts. Numbers should be no less than six inches tall and shall not be considered signage nor shall they be included in the calculation of sign area.
- c. Primary freestanding signs shall be either a monument or ground-mounted type sign except in Sign Districts 1 and 2 where pole signs are permitted if freestanding monument or ground-mounted signs would be inconsistent with clear-vision standards at intersections or driveway access points.
- d. One primary freestanding sign is permitted per site. A second freestanding sign is allowed in either of the following situations:
 - i. In Sign Districts 1 and 2 on sites with street frontage on two or more arterial streets. The two signs shall be separated by a minimum of 300 feet measured along the street frontages.
 - ii. When included in a sign plan approved under [BC 9.50.170](#).
 - iii. Multiple-family dwellings of 10 units or more and subdivisions are allowed two monuments or ground-mounted signs located at the principal entrances to the site.
- e. The primary freestanding sign shall be located and oriented to the street.

- i. Exception: Freestanding signs on sites that abut the Bend Parkway shall be located and oriented to the street frontage farthest from the Bend Parkway and shall not be oriented to the Bend Parkway Overlay. Where an intervening access street separates a site from the Bend Parkway Overlay, and that street serves as the primary access to the lot, the freestanding sign may be installed and oriented towards the street consistent with the requirements of the underlying Sign District.
- f. Freestanding signs are not allowed within 10 feet of a lot line that abuts another site.
- g. The maximum size allowed in each Sign District is as follows:
 - i. Sign Districts 1 and 2.
 - (A) Eighty square feet in area and a maximum of 11 feet in height on sites with a principal building 30,000 gross square feet in area or less or on a site less than six acres in size.
 - (B) One hundred twenty square feet in area and a maximum of 15 feet in height on sites with a principal building over 30,000 gross square feet in area or on a site over six acres in size.
 - ii. Sign Districts 3 and 5: 32 square feet in area and a maximum of five feet in height.
 - iii. Sign District 4: 40 square feet in area and a maximum of eight feet in height.

SISTERS

3.4.400 General Provisions

A. Signage shall be in proportion with and visually related to the architectural character of the building, restrained in size.

B. Basis for Design. Sisters has a sense of time and place dating from the 1880's. Signage at that time was pedestrian-oriented. The size, lettering and placement of signs were, for the most part, designed to attract the attention of foot and slower-moving horse traffic. The basis for design shall be compatible with the 1880's Western Frontier Architectural Design Theme in Chapter 2.15, Special Provisions. [2.15 not included in this memo]

C. Rectangular, straight-edged and oval signs are the preferred shape for signs. Signs with highly stylized, curvilinear edges are discouraged.

D. Permitted Materials. Wood, stone or iron or their visual equivalent are the recommended materials for both the sign and the stanchion (in the case of groundmounted or monument signs).

E. Signing Techniques shall be in conformance with the 1880's Western Architectural Theme as defined in the Sisters Urban Area Comprehensive Plan and permitted as follows:

1. Painting the sign directly on the facade of the building.
2. Painting of a sign on a finished material or sign board which is subsequently affixed to the building.

3. Affixing raised block letters directly on the facade of the building.

F. Lettering Techniques shall be in conformance with the 1880's Western Architectural Theme as defined in the Sisters Urban Area Comprehensive Plan and permitted as follows:

1. Ornamental lettering, similar to in Exhibit A-1. [See below]
2. Shaded block or ornamental lettering.
3. Raised or routed block letters.

EXHIBIT A-1

LETTER STYLES



G. Illumination - no sign shall be erected or maintained which, by use of lights or illumination creates an unduly distracting and hazardous condition to a motorist, pedestrian or the general public. In addition:

1. Signs may be externally illuminated by flood lights or other lighting approved by the Community Development Director or designee, located on wall or roof area adjacent to the sign intended to be illuminated with illumination directed down.
2. No exposed reflective type bulb or incandescent lamp shall be exposed to direct view from a public street or highway but may be used for indirect light illumination City of Sisters May 12, 2012 Updated Feb. 28, 2013, July 25, 2013 City of Sisters Development Code Chapter 3.4 Page 5 of the display surface of a sign. This means that a person standing at the adjacent property line would not see the light emitting source.
3. No external illumination devices shall be allowed to exceed the building height requirements of the underlying zone.
4. All illumination shall comply with the Dark Skies Standards in Chapter 2.15, Special Provisions.

H. Any sign or other graphic display which is supported by more than one means and, therefore, cannot be clearly defined as ground, wall, roof, hanging, awning, projecting, or other sign shall be administratively assigned to the sign category most logically applicable and the appropriate standards applied. I. All signs shall comply with the vision clearance standards.

ODOT SIGN POLICY

The Commission asked for information about the ODOT policy regarding freestanding private signs in the ODOT right-of-way. Mr. Buck's letter inquired about private signs in a right-of-way where landscaping was installed and is maintained by the abutting property owner in the right-of-way.

Staff will hand out information on ODOT's policy at the work session.

STAFF RECOMMENDATION

Staff recommends the Commission review this memo and the proposed amendments.

Based on the Commission's direction to staff, the amendments will be revised for the Planning Commission public hearing on Wednesday, August 19, 2015. At that time the Commission will conduct a public hearing and make a recommendation to the City Council.

**Chapter 17.306
SIGNS**

Sections:

- [17.306.010](#) Purpose.
- [17.306.020](#) Measurement standards.
- [17.306.030](#) Development standards.
- [17.306.040](#) Nonconforming signs.
- [17.306.050](#) Sign review procedures.
- [17.306.060](#) Supplemental considerations.

17.306.010 Purpose. 

The purpose of these sign regulations is to help implement the Dundee comprehensive plan, to provide equitable and easily administered signage rights, reduce signage conflicts and clutter, promote traffic and pedestrian safety and increase the aesthetic value and economic viability of the city, all by classifying and regulating the location, size, type and number of signs and related matters, in a content-neutral manner. [Ord. 521-2013 § 3 (Exh. A)].

17.306.020 Measurement standards. 

A. Determining Sign Area and Dimensions. The area of a sign shall be the entire area within any type of perimeter or border which encloses the outer limits of any writing, representation, emblem, figure, or character. If the sign is enclosed in a frame or cabinet the area is based on the inner dimensions of the frame or cabinet surrounding the sign face. When a sign is on a base material and attached without a frame, such as a wood board or plexiglass panel, the dimensions of the base material are to be used. The area of a sign on a fence or wall having no such perimeter, border, or base material shall be computed by enclosing the entire area within a quadrilateral, circle or a triangle of the smallest size sufficient to cover the entire message of the sign. The area of multi-faced signs shall be calculated by adding the area of all sign faces visible from any one point.

B. Determining Sign Height.

1. The height of a freestanding sign shall be measured from the base of the sign or supportive structure at its point of attachment to the ground to the highest point of the sign. A freestanding sign on a manmade base, including a graded earth mound, shall be measured from the grade of

the nearest pavement or top of any pavement curb face, or the finished grade where there is no nearby pavement.

2. Clearance for freestanding and projecting signs shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign, including any framework or other embellishments.

C. Determining Frontages and Frontage Lengths.

1. Building Frontage. The frontage of any building shall include the elevation(s) facing a public street or railroad right-of-way, facing a parking area for the building, or containing the public entrance(s) to the building.

2. Building Frontage Length. The length of any building frontage shall be the sum of all wall lengths parallel, or nearly parallel, to such frontage, excluding any such wall length determined by the review authority as clearly unrelated to the frontage criteria. For buildings with two or more frontages, the length of the wall and allowable sign area shall be calculated separately for each such building frontage.

3. Lot Frontage. As defined in DMC Division 17.500. [Ord. 521-2013 § 3 (Exh. A)].

17.306.030 Development standards.

The development standards contained in this section are categorized by nonresidential zones and residential zones. The residential zone category, for the purposes of this chapter, shall include the R-1 single-family residential, R-2 single-family residential, and the R-3 medium density residential zones. The nonresidential zone category shall include all other zones.

A. Wall Signs.

1. Nonresidential Zones.

a. At least 20 square feet of wall signage shall be allowed for each building frontage.

b. For single story structures the basic allowance for wall signs shall be limited to one square foot of sign area for each linear foot of building frontage length. Additional permitted sign area may be increased by one-half square foot for each additional building floor above one floor. The total sign area on a building frontage shall not exceed 150

square feet. Each building frontage may have multiple wall signs as long as the total wall sign area does not exceed the allowances established for wall signs.

c. The projection of the sign face shall not exceed a distance of 12 inches from the face of the wall to which the sign is attached, except as allowed for projecting signs under subsection (A)(1)(g) of this section.

d. The sign shall be placed on the wall that is used to calculate the total area allowance.

e. Awning signs shall be considered wall signs for the purposes of this code and permitted according to the following:

i. Awning signs are permitted only as an integral part of the awning to which they are attached or applied.

ii. The awning shall maintain a minimum height of eight feet above grade.

iii. An awning shall not extend to within two feet from the curb face.

iv. The awning sign shall extend no more than eight feet from the building face.

v. An awning shall not project above the roofline.

f. Roof signs shall be considered wall signs for the purposes of this code and permitted according to the following:

i. The signs shall not exceed the highest point of the roof to which they are attached.

ii. The signs shall be located on the roof directly above the building frontage used to calculate the permitted area.

g. Projecting wall signs shall be considered wall signs for the purposes of this code and permitted according to the following:

i. The bottom of the sign shall be a minimum of eight feet above grade; the sign shall not project more than four feet from the wall of the building on which the sign is placed and may not be closer than two feet from the face of the curb; and the height shall not exceed the highest point of the wall to which it is attached.

- h. An exterior window sign shall be considered a wall sign for the purposes of this code.
- i. Canopy signs are permitted, in addition to the allowance for wall signs. Canopy signs shall have a maximum area of six square feet; the bottom of the sign shall be a minimum of eight feet above the sidewalk; the height shall not exceed the highest point of the roof; the sign shall not project more than 12 inches from the face of the canopy; and adjacent canopy signs shall not be closer than 25 feet.

2. Residential Zones.

- a. The basic area allowance for wall signs is as follows:
 - i. Single-family and two-family (duplex) dwelling: the total sign area shall not exceed six square feet.
 - ii. Multiple-family dwelling: the total sign area shall not exceed 24 square feet.
 - iii. Nonresidential uses: the total sign area shall not exceed one square foot for each foot of building frontage, not to exceed a maximum total area of 100 square feet.
- b. Each lot may have multiple signs. The total aggregated sign area shall not exceed the allowances in subsection (A)(2)(a) of this section.
- c. The sign shall not be a roof sign.
- d. An exterior window sign shall be considered a wall sign for the purposes of this code.

B. Freestanding Signs.

1. Nonresidential Zones.

- a. One freestanding sign shall be allowed per lot frontage. One additional freestanding sign shall be permitted for every 150 feet of lot frontage. Each sign shall be located a minimum distance of 50 feet from another freestanding sign located on the same lot.
- b. The combined area of all freestanding signs along one lot frontage shall be a maximum of four-tenths square foot for each foot of lineal lot frontage. The maximum area of any

single sign shall not exceed 50 square feet. At least 20 square feet is allowed per frontage.

c. The maximum height shall not exceed 12 feet.

d. No portion of a freestanding sign shall be in, or project over, a public right-of-way.

On 4/15/15 a business owner addressed the Commission and there was discussion of increasing the amount of sign face square footage for freestanding signs per lineal foot of lot frontage. The Planning Commission determined that a change was not necessary.

On 4/15/15 there was discussion of flag lots and the amount of sign face square footage for freestanding signs. Section 17.306.030, B, 1, b, above, allows at least 20 square feet of freestanding sign face regardless of the length of lot frontage. A flagpole frontage of 50 feet would allow a freestanding sign of 20 square feet (50' x 0.4 sq. ft. of sign face area per lineal foot = 20 sq. ft.). Subsection B, 1, b, above, allows at least 20 square feet for a flagpole frontage of less than 50 feet. The Commission determined 20 square feet was sufficient.

See the last page, p. 21, #3, below, for the comments on 4/15/15.

2. Residential Zones.

a. The basic area allowance for freestanding signs is as follows:

i. Single-family dwelling, two-family (duplex) dwelling, and vacant lots: the total sign area shall not exceed six square feet.

ii. Multiple-family dwelling: the total sign area shall not exceed 30 square feet.

iii. Nonresidential uses: the total sign area shall not exceed 50 square feet.

iv. Monument sign for subdivisions: the monument sign area shall not exceed 30 square feet. Monument signs are permitted as described in subsection (B)(2)(f) of this section.

b. One sign shall be permitted for each lot frontage.

- c. The height of the sign shall not exceed six feet, measured from the ground to the top of the sign face.
- d. The sign may be located in any yard.
- e. No portion of a freestanding sign shall be in, or project over, a public right-of-way.
- f. In addition to the allowance for freestanding signs in residential zones, one monument sign may be permitted at each street entrance of a residential subdivision that comprises 20 or more lots. The height of the additional sign may not exceed a height of six feet. The additional sign may be located in any yard.

C. Design Standards.

SIGN DESIGN STANDARDS
<p>These design standards apply to:</p> <p>All signs larger than six square feet in nonresidential zones.</p> <p>Institutional uses in residential zones if the use abuts Hwy 99W.</p> <p>The sign design standards supersede other development code requirements for signs, including those in the Victorian overlay and DMC 17.203.040.</p> <p>The 4/15/15 comment was: "Remove this sentence - outdated as we do not have the Victorian Overlay any longer."</p> <p>All signs must incorporate at least two of the design elements below, except signs with internally illuminated faces must include at least three of the design elements.</p>
<p>1. The sign primarily includes raised or engraved individual letters or graphics on a background wall or sign face (raised or engraved depth at least one-half inch). Letters made from neon tube lighting are one type of raised letters.</p> <p>COG Planner comment: The word "primarily" is subjective which makes Sign Design Standard #1 subjective. When the sign criteria are subjective the decision for a Sign Permit is subjective and notice and the opportunity to appeal must be provided to the applicant and those who may be affected by the decision (e.g., property owners within 100 feet). <u>Recommend "primarily" be replaced with an objective standard such as 50%.</u></p> <p>The first sentence refers to letters and graphics, but the second sentence refers only to letters. <u>Recommend the second sentence refer to letters and graphics.</u> The standard could read: The</p>

SIGN DESIGN STANDARDS

sign includes at least 50 percent of the letters or graphics to be raised or engraved and be on a background wall or sign face (raised or engraved depth at least one-half inch). Letters or graphics made from neon tube lighting are one type of raised letters or graphics.

2. The outline or top of the sign frame (or the letters and graphics if no frame) is predominantly curved or nonrectangular.

COG Planner comment: The phrase "outline or top of the sign frame" is not clear. Is the intent for the outline of the frame (top, sides and bottom) to be curved or nonrectangular, or is the intent that only the top of the sign frame be curved or nonrectangular? If the latter is the true intent, then the words "outline or" should be deleted.

The word "predominantly" is subjective which makes Sign Design Standard #2 subjective. When the sign criteria are subjective the decision for a Sign Permit is subjective and notice and the opportunity to appeal must be provided to the applicant and those who may be affected by the decision (e.g., property owners within 100 feet). Recommend "predominantly" be replaced with an objective standard such as 50%. The standard could read: The top of the sign frame (or the letters and graphics if no frame) is at least 50 percent curved or nonrectangular.

3. The sign incorporates stone, masonry, sculpted metal, wrought iron, or natural wood as a frame or background (not plywood, particle board or other wood composite).

4. The sign is indirectly illuminated or non-illuminated.

5. If internally illuminated then no more than 50 percent of the face is light-colored.

6. Freestanding sign is no more than six feet tall.

7. For wall signs, total sign area is at least 20 percent below maximum allowed on that building frontage. For freestanding signs, sign area is at least 20 percent below the total area allowed for that sign.

8. Installing only one freestanding sign on a lot that qualifies for two or more freestanding signs.

D. Temporary Signs.

1. Generally Permitted. Each lot may be permitted one temporary sign. The sign shall not exceed six square feet. The sign may be in any yard, but not in the public right-of-way. The sign is permitted for 90 days out of any consecutive 365-day period.

2. Additional Temporary Signs. In addition to the generally permitted temporary signs, a lot may contain any of the following additional temporary signs during the time periods specified below:

a. Election Events. An election event begins 90 days prior to and ends 14 days after any public election. During this event a lot may contain up to 12 square feet of additional temporary signage in a residential zone, and up to 50 square feet of additional temporary signage in nonresidential zones. These signs shall not be located in the public right-of-way.

b. Special Events. Each lot may be permitted additional signs for other events including, but not limited to: grand openings, clearance sales, garage sales, local festivals, birthdays, religious events, and/or federal holidays. Each lot may be permitted to have signage for one special event in one consecutive 30-day period. The signage may be permitted for three consecutive days. Each lot may be permitted an unlimited number of signs not to exceed a total of 12 square feet in a residential zone, and 50 square feet in a nonresidential zone. These signs shall not be located in the public right-of-way.

c. Construction Events. Signs may be placed during a construction event pursuant to a permit issued by the city on the lot, provided total number does not exceed four and total cumulative size does not exceed 64 square feet. For the purposes of this subsection, a construction event begins on the date of local structural permit approval and ends on the date the permit is final or expires. These signs shall not be placed in the public right-of-way.

d. Sales Event.

i. On property which has received subdivision or development approval from the city, from that approval until issuance of a building permit for the last lot to be sold or completion of the development project, one temporary sign not exceeding 32 square feet in area and eight feet in height is allowed on properties less than four acres in size, or two temporary signs not exceeding 32 square feet in area each and eight feet in height are allowed on properties greater than four acres in size.

ii. Existing Development. A post-style sign not exceeding six square feet in area and five feet in height, or a hanging-style sign not exceeding six square feet in area and six feet in height, during the time of sale, lease or rental of the property; provided,

that the sign is removed within 15 days of the sale, lease or rental of the property.

An additional sign of the same size may be erected if the property borders a second street and the signs are not visible simultaneously. On lots of more than two acres the sign area may be increased to 32 square feet. In no case shall the sign or signs be erected for more than 12 months.

e. Portable Daily Sign. A portable sign may be permitted to be located in the public right-of-way or on private property in any nonresidential zone, provided the following:

i. No more than one sign per business with the permission of the owner/operator of the adjacent business. An exception is allowed for single businesses with long frontages; an additional sign is allowed for every 100 feet of frontage.

ii. The sign area shall not exceed a total of six square feet per side. The area of the sign within the right-of-way shall not be included in the total allowed area for other temporary signs on the adjacent lot.

iii. The sign is self-supporting (e.g., A-frame or sandwich board sign). The sign shall not be attached to any structure or object including, but not limited to, utility poles, mailboxes, trees, and governmental signs.

iv. A minimum five-foot horizontal travel and fire hydrant clearance shall be provided on the sidewalk. The sign shall not be placed on the street or in any on-street parking area, and shall not interfere with the vision clearance requirements of this code.

v. The sign shall be removed during nonbusiness hours of the adjacent business.

3. Signs for Temporary Businesses. Temporary businesses may display temporary or portable signs, other than trailer-mounted reader boards or any sign that includes flashing or rotation lights or moving parts. The cumulative size of all such signs may not exceed 32 square feet. All temporary signs must be placed within 10 feet of the structure or vehicle used for the temporary business and may not be placed within any public right-of-way.

4. Design.

a. All temporary signs shall be portable signs.

b. The maximum height for temporary signs shall not exceed six feet.

E. Signs Allowed Without Permit. The following signs are permitted in all zones without a permit but still shall meet all requirements of this code and the Oregon Structural Specialty Code. All other signs not listed in subsection (D) of this section, including but not limited to wall signs and freestanding signs, require permit approval prior to construction. The following signs shall not be included when determining compliance with total allowed area or number of other signs that require a permit.

1. Temporary signs that meet the standards of subsection (D) of this section.
2. Signs entirely within a building including interior window signs.
3. Signs not visible from a right-of-way.
4. Address identification signs.
5. One flag display is permitted on each street frontage. An unlimited number of displays is permitted on any legal holiday or city council designated festival.
6. Driveway Signs. In addition to the other signs allowed, a lot in any zone may contain signs with the following conditions:
 - a. For lots with one driveway, two signs shall be permitted at the driveway entrance or exit.
 - b. If a lot has more than one driveway, one sign shall be permitted for each driveway; and
 - c. One sign shall be permitted at each internal drive aisle intersection.
 - d. The area of each sign shall not exceed four square feet.
 - e. The sign may be located in any yard.
 - f. The height of the sign shall not exceed three feet. [Ord. 521-2013 § 3 (Exh. A)].

17.306.040 Nonconforming signs. 

A. General Provisions.

1. Nonconforming signs shall be maintained in good condition pursuant to DMC [17.306.060](#).

2. A nonconforming sign shall not be altered, modified or reconstructed except:

- a. When such alteration, modification or reconstruction would bring such sign into conformity with these regulations;
- b. When the existing use has new ownership or tenant which results in a change in the name or logo of the use or business on the property, and such change complies with subsection (A)(2)(d) of this section;
- c. When the space is reoccupied by a similar use and the new occupant requires no external building or site renovation, and such change complies with subsection (A)(2)(d) of this section;
- d. Any alteration, modification or reconstruction permitted in this section shall be limited to the replacement of a sign panel, replacing individual letters and logos within the same area or repainting a sign face, and does not permit changes to the structure, framing, height or relocation of the sign unless such changes conform to subsection (A)(2)(a) of this section.

B. Limitations for Nonconforming Signs.

1. A nonconforming sign shall be removed upon verification that any of the following conditions have been met:

- a. The use of the property with such nonconforming sign has been abandoned for more than two consecutive years;
- b. The regulation or amendment to these regulations which made the sign nonconforming has been in effect for 10 years or more;*

The 4/15/15 comment was: "Change the provision above to a date certain (maybe 10 years from the time this code provision was changed)."

See the last page, p. 20, #1, for more comments on 4/15/15.

COG Planner comments: Establishing a time period, such as 10 years, is referred to as an Amortization Program. The current language allows a sign that has been

made nonconforming by an amendment to remain for 10 years. Then it is required to be removed. Such a time period would be the same for any signs made nonconforming, regardless of when an amendment is passed. The owners of signs which have been made nonconforming would have 10 years to ensure they have written-off the value of any nonconforming signs in their business expenses. The city would keep track of which signs are made nonconforming by each amendment and notify the owner of the sign that it must be removed within 10 years. The current language appears to be workable.

If a fixed date such as January 1, 2021 (see last page, p. 20, #1) is amended into the code, then signs which were made nonconforming by the 2010 sign amendments would be allowed to remain for more than 10 years, whereas a sign made nonconforming by an amendment in, say, 2018 would be allowed to remain for only 2 years. That would mean some parties would have only a few years to write-off a sign and other parties would have many years to write-off a sign. Such uneven treatment by government regulations should be avoided.

Additionally, for signs made nonconforming by sign code amendments after January 1, 2021, when must they be removed? A fixed date of, say, January 1, 2021, is not recommended.

- c. The development site is granted land use approval for a Type II or Type III request; or
- d. The sign is a temporary sign.

2. Extension of Time to Comply. The dates established in this section for a sign to be brought into compliance with the requirements of these regulations may be extended at the request of the sign owner or lessee. An extension request shall be considered by the planning commission and follow the procedural and notice requirements of the Type III land use action. In evaluating the extension of time for a nonconforming sign, the planning commission shall consider the following factors to determine whether the owner of the sign has had reasonable amount of time to recoup the initial investment:

- a. The value of the sign at the time of construction and the length of time the sign has been in place;

- b. The life expectancy of the original investment in the sign and its salvage value, if any;
- c. The amount of depreciation and/or amortization of the sign already claimed for tax or accounting purposes;
- d. The length of the current tenant lease or expected occupancy compared to the date the sign is to be brought into compliance;
- e. The extent to which the sign is not in compliance with the requirements of these regulations;
- f. The degree to which the city determines that the sign is consistent with the purposes of these regulations;
- g. Whether the sign has %historical+or %landmark+significance as determined by the planning commission and should, therefore, be exempt from the requirements of this section; and
- h. Whether the sign is in a good state of repair and maintenance. [Ord. 521-2013 § 3 (Exh. A)].

17.306.050 Sign review procedures. 

A. Application Requirements. An application for sign permit approval shall be made on a form provided by the planning official. The application shall include, at a minimum:

1. A sketch drawn to scale that includes: the design, location, height, area, and type, shielding, and wattage of illumination.
2. A sketch drawn to scale showing the location and size of all existing signs on site.
3. Name, contact information, and address of the sign designer and/or contractor.
4. Signature of the property owner.
5. Application fee.
6. Submittal of a structural permit and application fees.

B. Appeals and Variances. All appeals and major variances regarding this chapter shall be heard by the planning commission. Minor variances shall not be permitted regarding the sign standards contained in this chapter. [Ord. 521-2013 § 3 (Exh. A)].

The 4/15/15 comment was: "Remove reference to appeals? Appeals don't seem to work great in this instance because the standards are not discretionary (i.e. would be difficult for staff to misinterpret or incorrectly apply the code provisions)."

COG planner's comments for 7/15/15:

1. Agree that a process for appeals is not necessary. Assuming the sign standards are clear and objective, staff will not exercise legal or policy judgment in making sign permit decisions, thus there would be no need for an appeal. If the clear and objective standard is met, then there is no basis for an appeal. If it is not met, then the sign permit cannot be approved and there would be no basis for appeal because it would be clear the standard was not met.

2. Section 17.406, Variances and Adjustments, identifies an "adjustment" as affecting "less than a 20 percent change to a quantifiable standard" (17.406.030, A) and a "variance" as affecting a "quantifiable standard by more than 20 percent" (17.406.030, A). The language in 17.306.050, B, above should be consistent with the language in 17.406. Thus the term Major variance should be changed to Variance and the term Minor variance should be changed to Adjustment.

3. As a side note, the language of 17.406.030, A, leaves a "doughnut hole" between less than 20% and more than 20%, i.e., the hole is 20%. It should read "20% and less" and "more than 20%." Even though this project is intended to amend only the Sign Regulations, the proper administration of the sign regulations is affected by the inaccurate language of Section 17.406.030, A. It would be appropriate to also amend 17.406.030, A. The proposed amendment to 17.406.030, A, is at the end of this document.

4. It is not clear why the Sign regulations, 17.306.050, B, do not allow minor variances (Adjustments) to the sign standards. It is plausible that an applicant would need a minor variance (Adjustment) to the height, area, etc., of a sign. Possibly, the intent was to not allow minor variances (Adjustments) because the approval criteria for a minor variance are not rigorous and many minor variance applications (Adjustments) would be submitted because they would be easy to justify. If that is the concern, 17.306.050, B, could be amended to require all changes to the sign regulations to be reviewed through the Variance process. The Planning Commission should review this issue and determine if an

amendment to 17.306.050, B, is necessary. In the event an amendment is needed, the following shows possible language.

Section B, above, should be amended as follows:

*B. Appeals and Variances and Adjustments. All ~~appeals and major~~ **applications for variances and adjustments** regarding this chapter shall be ~~heard by the planning commission~~ **submitted, reviewed and decided in accordance with the process and criteria for variances**. ~~Minor variances shall not be permitted regarding the sign standards contained in this chapter.~~ [Ord. 521-2013 § 3 (Exh. A)].*

The proposed language, above, allows adjustments and variances, but both must be decided by the Planning Commission and both must meet the criteria for a variance which are more rigorous than the criteria for an adjustment.

17.306.060 Supplemental considerations.

A. Construction Standards. The construction, erection, safety and maintenance of all signs shall comply with the current edition of the Oregon Structural Specialty Code and all of the following:

1. Signs shall be structurally sound and located so as to pose no reasonable threat to pedestrian or vehicular traffic.
2. Banners are allowed only as temporary signs.
3. All freestanding signs shall have self-supporting structures erected on, or permanently attached to, concrete foundations.
4. Signs shall not be in locations that interfere with safe vehicular and pedestrian circulation or public safety signals and signs.
5. No signs shall be erected, constructed or maintained so as to obstruct any fire escape, required exit, window, or door opening used as a means of egress.
6. Signs may be illuminated by external or internal means; provided, that:
 - a. Light sources shall be shielded from all adjacent buildings and streets.

b. The lighting shall not create excessive glare to pedestrians and/or motorists, and will not obstruct traffic control or any other public informational signs.

c. The illumination meets the standards of Chapter [17.303](#) DMC, Exterior lighting.

d. The sign is not an animated sign.

e. In addition, signs in residential zones may only be indirectly illuminated by a concealed light source, shall not remain illuminated between the hours of 11:00 p.m. and 6:00 a.m., and shall not flash, blink, or fluctuate.

B. Maintenance. All signs shall be maintained in accordance with the following:

1. The property owner shall maintain the sign: in a condition appropriate to the intended use; to all city standards; and has a continuing obligation to comply with all building code requirements.

2. All signs, excluding the sign structure, for a business shall be removed within 30 days after that business ceases to operate.

3. Illegal and abandoned signs which are not removed or are erected in violation of this chapter may be removed by the city of Dundee following notice to the property owner. The property owner will be assessed the cost of sign removal if the owner fails to remove the nonconforming, illegal or abandoned sign and the city exercises its authority under this provision.

4. If the sign is deemed by the planning official to be in an unsafe condition, the owner of the business shall be immediately notified in writing, and shall, within 72 hours of receipt of such notification, respond to the city with a plan to correct the unsafe condition, remove the unsafe sign, or cause it to be removed. If, after 30 days, the unsafe condition has not been corrected through repair or removal, the planning official may cause the repair or removal of such sign, at the expense of the property owner or lessee. If the total costs are not paid in full within 30 days of the repairs or removal, the amount owed shall be certified as an assessment against the property of the sign owner, and lien upon that property, together with an additional one percent penalty for collection as prescribed for unpaid real estate taxes.

5. In cases of emergency, the planning official may cause the immediate removal of a dangerous or defective sign without notice.

6. Whenever any sign, either conforming or nonconforming to these regulations, is required to be removed for the purpose of repair, relettering or repainting, the same may be done without a permit or without any payment of fees; provided, that all of the following conditions are met:

- a. There is no alteration or remodeling to the structure or the mounting of the sign itself;
- b. There is no enlargement or increase in any of the dimensions of the sign or its structure;
- c. The sign is accessory to a legally permitted, conditional or nonconforming use.

C. Sign Lighting. Except as provided elsewhere in this code, all permanent signs may be internally illuminated, externally illuminated, or illuminated by exposed neon. The illumination of signs shall comply with the following standards:

1. When neon tubing is employed on the exterior or interior of a sign, the capacity of such tubing shall not exceed 300-milliampere rating for white tubing or 100-milliampere rating for any colored tubing. Exposed neon tube illumination is permitted on permanent signs in nonresidential zoning districts only.

2. No exposed reflective type bulb, PAR (parabolic aluminized reflector) spot or incandescent lamp, which incandescent lamp exceeds 250 lumens, shall be exposed to direct view from a public street or highway, but may be used for indirect light illumination of the display surface of a sign.

3. Exterior lighting shall meet the standards of DMC [17.303.020](#). The illumination level of all exterior sign lighting shall not exceed that necessary to illuminate and make legible a sign from the closest adjacent public right-of-way.

4. When fluorescent tubes are used for interior illumination of a sign such illumination shall not exceed:

- a. Within residential districts, illumination equivalent to 425-milliampere rating tubing behind a sign face with tubes spaced at least seven inches, center to center.
- b. Within nonresidential districts, illumination equivalent to 800-milliampere rating tubing behind a sign face spaced at least nine inches, center to center.

D. Changeable Copy. Changeable copy by non-electronic means may be utilized on any permitted sign, and is limited to a maximum of 25 square feet **of sign face**. Changeable copy by electronic means is limited to a maximum of four square feet **of sign face**.

The 4/15/15 comment for changeable copy signs was: "Increase size limit?"

COG Planner comments: The consensus of the Planning Commission on 4/15/15 was to not increase the 4 sq. ft. for changeable copy signs.

Four square feet seems to be unnecessarily small. For example, the last page, p. 20, #2, indicates the Fire District is considering a 6 sq. ft. changeable copy sign face. These days, many schools, including elementary schools, have changeable copy signs greater than 4 sq. ft. which provides an effective and efficient method of disseminating information.

The city may be overly concerned about the perceived, but not proven, negative aspects of electronic signs.

E. Prohibited Signs. The following signs are prohibited:

1. Abandoned signs.
2. Animated, rotating signs and festoons, inflatable signs, tethered balloons, banners, pennants, search lights, streamers, exposed light bulbs, strings of lights not permanently mounted to a rigid background, and any clearly similar features, except special event signs or banners permitted in DMC [17.306.030\(D\)](#).
3. Interior window signs that exceed 25 percent of the total window area.
4. Electronic changeable copy signs that exceed four square feet **of sign face**.

The 4/15/15 comment was: "Update this to be consistent with above provision (as amended)."

COG planner comment: No change needed here if the 4 sq. ft. standard, above, is retained.

5. Roof signs that project above the highest point of the roof.

6. Signs containing any words or symbols that would cause confusion because of their resemblance to highway traffic control or direction signals. Signs that obstruct required vision clearance area or obstruct a vehicle driver's view of official traffic control signs and approaching or merging traffic, or which present a traffic hazard.
7. Signs located on trees or utility poles.
8. Signs that emit odor, visible matter, or sound.
9. Signs that use or employ guy lines of any type.
10. Signs on unimproved property, unless allowed as a temporary sign by the provisions of this code.
11. Vehicle Signs. Signs on vehicles when the vehicle is placed in a location not otherwise permitted for parking such vehicles, any sign attached to an unlicensed or inoperable vehicle in the public right-of-way or on private property, and signs not permanently attached to any vehicle parked in the public right-of-way or on private property.
12. Any sign not permitted by this code.

F. Exempt Signs. All governmental signs located within the public right-of-way and any other notice or warning required by a valid and applicable federal, state or local law, regulation, or resolution are exempt from meeting the provisions of this chapter. [Ord. 521-2013 § 3 (Exh. A)].

17.501 Definitions

**%Sign+means any name, figure, character, outline, display, announcement, or device, or structure supporting the same, or any other device of similar nature designed to attract attention outdoors, and shall include all parts, portions, units, and materials composing the same, together with the frame, background, and supports or anchoring thereof. A sign does not include any architectural or landscape features that may also attract attention. Additional sign definitions applicable to Chapter [17.306](#) DMC include the following:

A. %Abandoned sign+means a sign that is located on an improved site that has not had legal occupancy for a period exceeding two consecutive years.

B. ~~%~~Address identification sign+means a wall sign, required to be placed by law, containing only the address of a building, such sign being located on the same site as the structure.

C. ~~%~~Alteration+means any change in color, size or shape, which changes appearance of a sign, or a change in position, location, construction or supporting structure of a sign, except that a copy change on a sign is not an alteration.

D. ~~%~~Animated sign+means a sign which has any visible moving part, flashing or oscillating lights, visible mechanical movement of any description, or other apparent visible movement achieved by any means that moves, changes, flashes, oscillates or visibly alters in appearance ~~more than one time in a one-minute period.~~

4/15/15 Comment on D, Animated Sign: "Update the time period to a more reasonable period of time (i.e. change once every 5 seconds or so)?"

L. "Changeable copy sign" 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. Display for an electronic changeable copy sign shall change by dissolve, fade, or by instantaneous change from one static display to another, but the change shall be completed in two seconds or less, and may not change more frequently than one time per 15 second period.

Chapter 17.406 VARIANCES AND ADJUSTMENTS

Sections:

- [17.406.010](#) Purpose.
- [17.406.020](#) General provisions.
- [17.406.030](#) Adjustments.
- [17.406.040](#) Variances.
- [17.406.050](#) Expiration.

17.406.030 Adjustments.

A. Applicability. The planning official may authorize an adjustment when the request would result in ~~less than~~ a 20 percent change **or less** to a quantifiable standard, and where the criteria in subsection (B) of this section

are met. Any request to change a quantifiable standard by more than 20 percent would require a variance application.

B. Approval Criteria. An adjustment request shall be granted if an applicant demonstrates compliance with the following criteria:

1. The adjustment is consistent with the purpose and intent of the code standard(s) to be adjusted;
2. The adjustment would not create a conflict with or unreasonably impact adjacent uses; and
3. Approval of the adjustment does not create a violation of any other code standard or previous land use action. [Ord. 521-2013 § 3 (Exh. A)].

OTHER COMMENTS FROM 4/15/15

The following are the comments from the last page of the proposed code amendments on 4/15/15.

1. The Sign Code version which first included the ten year conformance date, was adopted by Ordinance 498-2010 on 10/19/2010. After allowing for the 30 day effective date, the ten year period would start 11/18/2010. Perhaps we can set a date of January 1, 2021 for compliance? See Section 17.306.040, B, Nonconforming Signs, above.

COG Planner comment: The fixed date of 1/1/21 would not treat all sign owners equally as some would have more than 10 years to bring their signs into conformance and other would have less than 10 years. For example, any signs made nonconforming by amendments in 2015 would have only 5.5 years.

2. Should we clarify that the size limitation of an electronic changeable copy sign is a limit on the display, not the entire sign? For example, the fire department wants to install a monument sign (free standing) of a greater size (for example 24 sq. ft.) that includes the electronic changeable copy display (6 sq. ft.) as an element of the overall monument sign. The Animated sign definition describes both mechanical movement and electronic displays. This was a hybrid of two types of signs that were combined (for efficiency?) in the 2010 update. Perhaps the definition should be restricted to the mechanical movements and update the changeable copy sign definition.

a. "Animated sign" means a sign which has any visible moving part, flashing or oscillating lights, visible mechanical movement of any description, or other apparent visible movement achieved by any means that moves, changes, flashes, oscillates or visibly alters in appearance.

b. "Changeable copy sign" 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.

Display for an electronic changeable copy sign shall change by dissolve, fade, or by instantaneous change from one static display to another, but the change shall be completed in two seconds or less, and may not change more frequently than one time per 15 second period.

3. For flag lots (and lots without actual street frontage), should some allowance be made to allow one additional freestanding sign on an adjacent street fronting lot to benefit the flag lot?
4. Should we allow freestanding signs within the right-of-way in areas otherwise used for landscaping?