

CHAPTER 168

ZONING CODE – SIGN REGULATIONS

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| 168.01 Purpose | 168.11 Perimeter Signs |
| 168.02 Permit Requirements | 168.12 Changing General Message Electronic Reader Boards |
| 168.03 Exempt Signs | 168.13 Building Signs |
| 168.04 Prohibited Signs | 168.14 Window Signs |
| 168.05 Sign Area Calculation | 168.15 Residential Development Signs |
| 168.06 General Sign Requirements | 168.16 Nonresidential Development Signs |
| 168.07 Community Bulletin Board Signs | 168.17 Signs or Displays of Limited Duration |
| 168.08 Sign Types Permitted By Zone | 168.18 Nonconforming Signs |
| 168.09 Mall Signs | 168.19 Enforcement of Violations |
| 168.10 Monument Signs | |

168.01 PURPOSE. The purpose of this chapter is to enhance the visual environment of the City by:

1. Establishing standards that regulate the type, number, location, size, and lighting of signs;
2. Recognizing the private purposes of signs for the identification of businesses and promotion of products and services;
3. Recognizing the public purposes of signs, which includes considerations of traffic safety, economic and aesthetic welfare; and
4. Encouraging attractive, effective signage throughout the community, and providing clearly identifiable design objectives for public and private signage in the downtown.

This chapter provides standards for communicating information in the environment of the City and its jurisdiction. The value and quality of Solon is particularly important to the City's future. Street graphics and signs have a significant impact on the overall appearance and visual quality of the community. Therefore, it is essential that the style, quality and design of signs support the City's overall quality and reflect its character. In addition, signs can have a significant impact on the value and economic stability of adjacent properties. Therefore, sign design must reflect the basic value that development on one site must preserve the integrity of neighboring sites.

168.02 PERMIT REQUIREMENTS.

1. Except as otherwise permitted by this chapter, no permanent sign shall be erected, altered or relocated without approval by the City. A sign permit is required and approval by the City granted before a permanent sign is erected, altered or relocated.
2. No permit shall be required for cleaning or other normal maintenance and repair of a sign, including changes to tenant or

business names on multi-tenant signs, provided that an overall consistency of color and design is maintained, or for copy changes on changeable copy signs that do not alter the size, amount of space allocated to each tenant, color, or structure of the sign.

3. No permit is required for temporary signs. Temporary signs are required to comply with the sign regulations established in this chapter in Section 168.17.

4. All sign permit applications shall include the following information:

A. Name, address, and telephone number of applicant.

B. Location of the sign, structure, or lot on which the sign is to be installed.

C. Two blueprints or scaled drawings of the plans of the sign, with dimensions, notation of materials, type of construction, and method of attachment to the ground.

5. A fee determined by Council resolution shall accompany all sign permit applications.

6. All signs shall comply with existing City and State electrical and structural regulations.

7. In the event that erection, construction, or reconstruction of any sign is commenced without first obtaining a permit, there shall be charged, in addition to the required permit fee, an on-site inspection fee of one hundred dollars (\$100.00). This provision does not preclude any enforcement or penalty contained in this code.

168.03 EXEMPT SIGNS. The following signs or displays are exempted from the regulations under this chapter:

1. Historic site markers or plaques, gravestones, and address numbers;

2. Signs required by law, including but not limited to:

A. Official or legal notices issued and posted by any public agency or court, or

B. Traffic directional or warning signs;

3. Plaques, tablets or inscriptions indicating the name of a building, date of erection, or other commemorative information, which are an integral part of the building structure or are attached flat to the face of the building, which are non-illuminated, and which do not exceed four square feet in surface area;

4. Incidental signs, which shall not exceed two square feet in surface area; provided, said size limitation shall not apply to signs providing directions, warnings or information when established and maintained by a public agency;
5. State or Federal flags;
6. Religious symbols; and
7. The flag of a commercial institution; provided, no more than one flag is permitted per business premises, or one per tenant in a multi-tenant building; and further provided, the flag does not exceed 20 square feet in surface area and does not advertise a product.

168.04 PROHIBITED SIGNS. Except as indicated by this chapter, the following signs or displays are prohibited:

1. Portable signs including, but not limited to, sandwich/A-frame signs and mobile reader-board signs (temporary signs permitted under Section 168.17 are allowed);
2. Private signs on utility poles;
3. Signs which, by reason of their size, location, movement, content, coloring or manner of illumination, may be confused with traffic control signs or signals;
4. Signs located in the public right-of-way, except where permitted in this chapter;
5. Posters, pennants, strings of lights, blinking lights, balloons, searchlights and other displays of a carnival nature; except as provided for in Section 168.17;
6. Billboards, poster boards and other advertising for products or business not located on the site of the business or place of sale, except as permitted by Section 168.06(7);
7. Signs that are located so as to interfere with visibility for the safe movement of pedestrians, bicycles, and vehicles;
8. Animated signs;
9. Highly reflective frame materials such as mirrored glass or chrome metal are not permitted; and
10. Signs for businesses that are no longer operating and open for business after 60 days.

168.05 SIGN AREA CALCULATION.

1. Sign area for freestanding signs shall be calculated by determining the total surface area of the sign as viewed from any

single vantage point, excluding sign structures that do not form part of the sign proper or of the display, such as the sign mounting and frame.

2. Sign area for letters or symbols painted or mounted directly on walls shall be calculated by measuring the smallest single rectangle that will enclose the combined letters and symbols.

168.06 GENERAL SIGN REQUIREMENTS.

1. All signs, except billboards, community bulletin boards, political signs, real estate signs and special event signs, shall be on-premises signs; provided, that uses located on lots without public street frontage may have one off-premises directional sign and one off-premises sign as provided by subsection 7 of this section.

2. Fuel price signs shall be part of or attached to a permanent monument sign and shall not be included in sign area or number limitations of Section 168.09, provided such signs do not exceed 20 square feet per street frontage.

3. Changing message center signs for date, time and temperature only, which can be incorporated into a building, mall, or monument sign, shall not exceed the size or height permitted for a building, mall, or monument sign, and shall be permitted only in the zones specified in Section 168.07.

4. On-premises direction signs shall not be included in the sign area or number limitation of Sections 168.08 through 168.12; provided, they shall not exceed six square feet in surface area and are limited to one for each entrance or exit to surface parking areas, parking structures, drive-through lanes, or as determined by the Zoning Official for safe circulation.

5. Sign Illumination and Glare.

A. Sections 168.08 through 168.12 contain sign illumination regulations for various sign types. In those cases where indirectly illuminated signs are permitted, the light source shall be no farther away from the sign than the height of the sign.

B. Indirectly illuminated signs shall be arranged so that no direct rays of light are projected from such artificial source into residences or any street right-of-way.

C. Electrical requirements for signs shall be governed by State of Iowa regulations.

D. Signs should not exhibit undue brightness. "Undue brightness" means illumination in excess of that which is necessary to make the sign reasonably visible to the average

person on the abutting street, as determined by the Zoning Official.

6. Off-premises directional signs shall not be permitted except as part of a coordinated City-authorized program or as otherwise permitted by this chapter.

7. One off-premises mall, monument, or perimeter sign for each business is permitted on private property only as allowed in subsection 8 of this section, and as regulated in Sections 168.09, 168.10, and 168.11, respectively. To qualify for an off-premises mall sign, two or more businesses must be advertised, the receiving site may have no, one, or multiple tenants, and the businesses advertised must have no street frontage.

8. A total of no more than one monument, perimeter, or mall sign per site is permitted, with the exception of the following:

A. Sites with two street frontages may have two signs; a maximum of one sign per street frontage is permitted; and

B. Sites with more than 250 feet of street frontage and a minimum of six businesses or organizations, including businesses or organizations whose building signs are not visible from the street or that are more than 150 feet from the street, may have more than one sign. If multiple signs are allowed, they must be spaced a minimum of 150 feet apart.

9. All signs, except for signs or displays of limited duration as permitted under Section 168.17, must be constructed of durable, maintainable materials, and must be properly maintained. Signs that are made of materials that deteriorate quickly or that feature impermanent construction are not permitted. For example, plywood or plastic sheets without a sign face overlay or without a frame to protect exposed edges are not permitted. Reader boards are permitted. If the reader board features dark letters on a light or white background, the sign will not be considered as featuring "recommended colors" and the smaller sign allowance for mall, monument, and building signs will apply. Signs shall be set back in accordance with the minimum setback requirements in Chapter 167 of the Zoning Code unless otherwise provided in this section.

10. Adult uses shall only be permitted one building sign which shall not exceed ten (10) square feet.

168.07 COMMUNITY BULLETIN BOARD SIGNS. Community bulletin board signs shall be limited as follows:

1. In the Residential zones, community bulletin board signs may not exceed 32 square feet and are only permitted at public schools, police stations, fire stations, churches, or other public facilities.
2. In the Commercial zones, community bulletin board signs may not exceed 40 square feet.
3. In the Industrial zone, community bulletin board signs may not exceed 60 square feet.
4. In the Highway Commercial zone, community bulletin board signs may not exceed 100 square feet.

168.08 SIGN TYPES PERMITTED BY ZONE. Signs are permitted in the zones indicated on the following chart. The Zoning Official shall determine which sign type category applies to a proposed sign.

| ZONE/AREA | SIGN TYPE | | | | | |
|--------------------|-----------|----------|-----------|----------|--------|-------------|
| | Mall | Monument | Perimeter | Building | Window | Subdivision |
| R-1 Residential | X | 1 | 2 | 3 | X | 5 |
| R-2 Residential | X | 1 | 2 | 3 | X | 5 |
| R-3 Residential | X | 1 | 2 | 3 | X | 5 |
| R-4 Residential | X | 1 | 2 | 3 | X | 5 |
| Retail Commercial | P | P | X | P | P | 6 |
| General Commercial | P | P | P | P | P | 6 |
| Highway Commercial | P | P | P | P | P | 6 |
| Industrial | 4 | 4 | 4 | 4 | 4 | 6 |

Notes: P = Permitted in accordance with standards.
X = Not permitted.
1 = Permitted in accordance with standards for subdivision or multi-family development identification only, except that the maximum height is six feet; maximum sign face size is 20 square feet; subdued or "recommended background" colors are required; and internal lighting is not allowed.
2 = Permitted in accordance with standards for home occupation or home industry identification only, except the maximum sign face size is 10 square feet; subdued or "recommended background" colors are required; and internal lighting is not allowed.
3 = Permitted in accordance with standards except internal lighting is not allowed; subdued or "recommended background" colors are required; and plastic is not allowed as a material. The maximum sign area for multi-family development buildings is 20 square feet. The maximum sign area for single-family zones is 10 square feet.
4 = Permitted in accordance with standards, except street address must be prominently displayed.
5 = Residential development signs only.
6 = Nonresidential development signs only.

168.09 MALL SIGNS. To qualify for a mall sign, a site must be occupied by more than one business and have at least 200 linear feet of street frontage.

1. The maximum allowable sign height is 10 feet. If sight distance requirements or physical restraints of the site do not allow a monument

type sign to be placed on the street front, then a pole type sign with a maximum height of 20 feet may be approved by the Zoning Official.

2. The maximum allowable sign face area, excluding the frame and mounting:

A. Is 30 square feet if the sign face background is backlit or does not use recommended sign face background colors.

B. If the sign face background is not backlit and uses recommended sign face background colors, the sign face is allowed an additional 30 square feet. Sign lettering and logos may be backlit, and neon lettering may be used.

C. If the provisions of paragraph B of this subsection are met, an additional 10 square feet of sign face is allowed for each of the following features: (i) the sign face uses recommended materials, or (ii) the sign face uses architectural design features that support or reflect the architecture of buildings or other site elements, or (iii) the landscaping includes additional significant landscaping area, other than lawn, or includes strong vertical elements such as tall shrubs and/or trees as approved by the Zoning Official.

3. Location.

A. A five-foot minimum setback from the public right-of-way and any driveway is required.

B. A 20-foot minimum setback from the side property line is required. If the driveway entrance or other feature makes this setback infeasible, the Zoning Official may modify the requirement.

C. All signs shall meet the sight distance requirements as determined by the City's Municipal Design Standards.

4. Number Per Site and Minimum Spacing.

A. Unless otherwise stated in paragraph B or C of this subsection, one mall sign per site is allowed. The sign should be located near the principal entrance.

B. Sites fronting on two streets may have one mall sign per street; provided these mall signs are at least 150 feet apart.

C. Sites with more than 250 feet of street frontage and a minimum of six businesses or organizations, including businesses and organizations whose building signs are not visible from the street or that are more than 150 feet from the street, may have more than one sign. If multiple signs are allowed, the signs

must be spaced a minimum of 150 feet apart with no more than two mall signs permitted per street front.

5. Frame and Mounting. Total frame and mounting square feet are limited to a maximum of 50 percent of the allowed sign face area for the proposed sign. If the frame and mounting use (a) recommended colors and materials, or (b) significant architectural features that reflect the architecture of buildings or other site elements as approved by the Zoning Official, then the total frame and mounting area are limited to a maximum of 100 percent of the allowed sign face area.
6. Materials.
 - A. Sign frames constructed of wood, anodized metal or concrete are encouraged.
 - B. Sign faces constructed of anodized metal, wood or bronze are encouraged. Plastic is discouraged except for backlit lettering.
 - C. Sign mountings constructed of wood, stone, concrete, masonry or structural metal are encouraged.
7. Landscaping. At least one square foot of landscaping per each square foot of sign face (single side) shall be provided at the base of the sign. The landscaping shall consist of a planting bed with a perimeter border and small trees, shrubs, and/or floral displays. An alternate landscaping plan, which must use landscaping but which may also use alternative elements, such as brick or concrete bases, pedestrian seating, planter boxes, pole covers, or decorative framing, may be approved by the Zoning Official. Landscaping shall be well maintained at all times of the year.
8. Lettering. A minimum lettering height of four inches is required.
9. Lighting.
 - A. Internal. A sign with internally lit logos and lettering is allowed. A 30-square-foot maximum area is allowed for an internally lit "can" sign.
 - B. External. A sign with external lighting is encouraged; provided it avoids glare into the street right-of-way.
10. Color.
 - A. Required frame colors include natural materials, such as brick, stone, concrete and stained wood; white; cream; and other colors, defined in Chapter 165 as "sign, required frame colors." Sign frames may include accent colors with no color restrictions for up to 10 percent of the visible sign frame surface.

B. Recommended sign face background colors are defined in Chapter 165 as "sign, recommended face background colors." Light and/or bright colored lettering is allowed. If other colors are used, the sign face area is restricted to a maximum of 30 square feet per mall sign. On mall signs with individual tenant identification, all tenant signs shall have the same sign face background color; however, color of individual lettering and/or logos may vary.

11. Other Requirements. Each mall sign shall include the street address numbers, if applicable, with six-inch minimum lettering that is clearly readable from the street. Sculptural form or architectural elements are encouraged. A directory of tenants or services, if included on a mall sign, is limited to six entries per mall sign with no more than 50 percent of the sign face advertising a single tenant. Similar colors, materials, and character of all signs for a multi-business site, including building and other ground-mounted signs, are encouraged.

168.10 MONUMENT SIGNS.

1. The maximum allowable sign height, measured to the top of the frame, is 10 feet. If sight distance requirements or physical restraints of the site are not conducive to this height of sign, then a pole type sign with a maximum height of 20 feet may be approved by the Zoning Official.

2. The maximum allowable sign face area, excluding the frame and mounting, is:

A. Sixteen (16) square feet, if the sign face is backlit or does not use recommended sign face background colors;

B. Twenty-four (24) square feet, if the sign uses recommended sign face background colors as described in subsection 10 of this section, and the sign face is not backlit. Sign lettering and logos may be backlit without affecting the maximum sign face area; and

C. If the provisions of paragraph B of this subsection are met, an additional four square feet of sign face is allowed for each of the following features: (i) the sign face uses recommended materials, or (ii) the sign face uses architectural design features that support or reflect the architecture of buildings or other site elements, or (iii) the landscaping includes additional significant landscaping area, other than lawn, or includes strong vertical elements such tall shrubs and/or trees as approved by the Zoning Official.

3. Location.
 - A. A three-foot minimum setback from the public right-of-way and any driveway is required.
 - B. A 10-foot minimum setback from the side property line is required. If the driveway entrance or other feature makes this setback infeasible, the Zoning Official may modify the requirement.
 - C. All signs shall meet the sight distance requirements as determined by the City's Municipal Design Standards.
4. Number Per Site and Minimum Spacing.
 - A. Unless otherwise stated in paragraph B or C of this subsection, one monument sign per site is allowed.
 - B. Sites fronting on two streets may have one monument sign per street; provided these monument signs are at least 150 feet apart.
 - C. Sites with more than 250 feet of street frontage, and a minimum of six businesses or organizations, including businesses and organizations whose building signs are not visible from the street or that are more than 150 feet from the street, may have more than one sign. If multiple signs are allowed, they must be spaced a minimum of 150 feet apart.
5. Mounting. The base must be solid and less than 75 percent of the sign width, or double posts (with a panel sign), unless an alternate sculptural base design is approved by the Zoning Official. The mounting must be double sided if the back is visible from the street. A double-post and panel sign must be designed so that the length of the panel is no less than 60 percent of the length of the posts.
6. Materials.
 - A. Sign frames constructed of wood, anodized metal or concrete are encouraged.
 - B. Sign faces constructed of metal, wood or bronze are encouraged. Plastic is discouraged except for backlit lettering.
 - C. Sign mountings constructed of wood, stone, concrete, masonry or structural metal are encouraged.
7. Landscaping. At least one square foot of landscaping per each square foot of sign face (single side) shall be provided at the base of the sign. The landscaping shall consist of a planting bed with a perimeter border and small trees, shrubs, and/or floral displays. An alternate landscaping plan, which must use landscaping but which may

also use alternative elements, such as brick or concrete bases, pedestrian seating, planter boxes, pole covers or decorative framing, may be approved by the Zoning Official. Landscaping shall be well maintained at all times of the year.

8. Lettering. A minimum lettering height of six inches is required.
9. Lighting.
 - A. Internal. A sign with internally lit logos and lettering is encouraged. A 16-square-foot maximum area is allowed for an internally lit "can" sign.
 - B. External. A sign with external lighting is encouraged, provided it avoids glare into the street right-of-way.
10. Color.
 - A. Required frame colors include natural materials, such as brick, stone and stained wood; white; cream; and other colors, defined in Chapter 165 as "sign, required frame colors." Sign frames may include accent colors with no color restrictions for up to 10 percent of the visible sign frame surface.
 - B. Recommended sign face background colors are defined in Chapter 165, "sign, recommended face background colors." Light and/or bright colored lettering is allowed. If other colors are used, the sign face area is restricted to a maximum of 16 square feet per monument sign.
11. Other Requirements. Each monument sign shall include the street address numbers with four-inch minimum lettering, if available. Sculptural form or architectural elements are encouraged. Signs should not impair visibility as required for safety.

168.11 PERIMETER SIGNS.

1. The maximum allowable sign height is six feet.
2. The maximum allowable sign face area, excluding the frame and mounting, is 15 square feet.
3. Location.
 - A. A three-foot minimum setback from the public right-of-way and any driveway is required.
 - B. A five-foot minimum setback from the side property lines is required. If the driveway entrance or other feature makes this setback infeasible, the Zoning Official may modify the requirement.

- C. All signs shall meet the sight distance requirements as determined by City's Municipal Design Standards.
4. Number Per Site and Minimum Spacing.
- A. Unless otherwise stated in paragraph B or C of this subsection, one perimeter sign per site is allowed.
 - B. Sites fronting on two streets may have one perimeter sign per street; provided these perimeter signs are at least 150 feet apart.
 - C. Sites with more than 250 feet of street frontage and a minimum of six businesses organizations, including businesses and organizations whose building signs are not visible from the street or that are more than 150 feet from the street, may have more than one sign. If multiple signs are allowed, they must be spaced a minimum of 150 feet apart.
5. Mounting. Post-mounted signs are allowed. If the back of the sign is visible from the street the mounting must be double-sided. A double-post and panel sign is permitted and must be designed so that the length of the panel is no less than 60 percent of the length of the posts.
6. Materials.
- A. Sign frames constructed of wood, metal or masonry are encouraged.
 - B. Sign faces constructed of wood, metal, or porcelain enamel panel are encouraged. Synthetic materials are allowed if approved by the Zoning Official. The applicant must submit a sample of the material to the Zoning Official.
 - C. Sign mountings constructed of wood, metal, concrete or masonry are encouraged.
7. Landscaping. At least one square foot of landscaping per each square foot of sign face (single side) shall be provided at the base of the sign. The landscaping shall consist of a planting bed with a perimeter border and low shrubs, flowers, or lawn. An alternate landscaping plan, which must use landscaping but which may also use alternative elements, such as brick or concrete bases, pedestrian seating, planter boxes, pole covers, or decorative framing, may be approved by the Zoning Official. Landscaping shall be well maintained at all times of the year.
8. Lettering. A minimum lettering height of three (3) inches is required.

9. Lighting.
 - A. Internal lighting is not permitted.
 - B. External lighting is acceptable, subject to limitations in Section 168.06(5).
10. Color.
 - A. Required frame colors include natural materials, such as brick, stone, concrete, or stained wood; white; cream; and other colors, defined in Chapter 165 as "sign, required frame colors." Sign frames may include accent colors with no color restrictions for up to 10 percent of the visible sign frame surface.
 - B. Recommended sign face background colors are defined in Chapter 165 as "sign, recommended face background colors." Light and/or bright colored lettering is allowed.
11. Other Requirements. If more than one perimeter sign and/or a perimeter sign plus a mall or monument sign are constructed on a single site, such as a shopping center site, then all sign frames and mountings must match one another in color, materials, and design character. The building or sign must prominently display the street address numbers, unless the address is already on a mall sign. The intent of permitting this sign type is to allow property and business owners the option of a smaller, ground-mounted sign in cases where a monument sign would obstruct vision or not fit site conditions.

168.12 CHANGING GENERAL MESSAGE ELECTRONIC READER BOARDS. In the permitted zones, a single changing general message electronic reader board may be substituted for one of the permitted signs, not to exceed 32 square feet, provided all of the following conditions are met:

1. The facility and sign are located on a principal or minor arterial.
2. The traffic generated by the facility exceeds 1,200 daily trips as determined by Public Works Director, excluding special events.
3. The sign must be a monument type sign with an architectural base and frame made of wood, stone, brick, hand-crafted metal, or other similar materials as approved by the Zoning Official.
4. The maximum height of the structure may not exceed 10 feet.
5. The sign base includes landscaping at a minimum of one square foot of shrubs, flowers, or lawn for every square foot of sign face (single side) surrounding the sign. An alternate landscaping plan, which must use landscaping but which may also use alternative elements, such as brick or concrete bases, pedestrian seating, planter boxes, pole covers, or decorative framing, may be approved by the

Zoning Official. Landscaping shall be well maintained at all times of the year.

6. The sign must include the name and address clearly visible from the street in non-electronic lettering not smaller than four inches high.

7. The electronic message may not change more frequently than every four seconds.

8. The sign may only display messages for school or community events or activities, or for date and time display.

9. The sign's lights are limited to a single color and must be a warm-toned off-white or similar color as approved by the Zoning Official.

168.13 BUILDING SIGNS.

1. Building signs must not be higher than the building eave or cornice.

2. The maximum allowable sign face area is:

A. Twenty-five square feet plus 12 percent of the building facade area facing the street or main parking area, if:

(1) The sign uses recommended sign face background colors as described in subsection 8 of this section, and the sign face background is not backlit (sign lettering and logos may be backlit); or

(2) All tenant building signs on the building are in a similar location, architecturally integrated into the building, and employ a coordinated color scheme (sign area calculations are per facade and allowable sign area is nontransferable to other facades).

B. Eight percent of the building facade area facing the street or main parking area if the sign face is backlit or does not use recommended sign face background colors. Sign area calculations are per facade with signage allowed on no more than two facades of a building unless approved by the Zoning Official. Signs on awnings count as part of the total building sign area. See subsection 10 of this section for awning, canopy, or marquee sign special provisions.

3. Number Per Site and Minimum Spacing. Each tenant is allowed a maximum of one sign per facade up to a maximum of two facades, unless otherwise approved by the Zoning Official. Each additional building may also have one building sign.

4. Mounting. Building signs must be mounted plumb with the building, with a maximum protrusion of one foot unless the sign incorporates sculptural elements or architectural devices. The sign frame must be concealed or integrated into the building's architectural character in terms of form, color and materials. Each tenant may also display a single shingle sign that has a face perpendicular to the building provided the sign is no larger than three square feet, is no less than eight feet above the ground, and does not extend more than three feet from the building or beyond an existing architectural canopy.

5. Materials.

A. Sign frames should be concealed or similar to building materials.

B. Sign faces constructed of anodized or treated metal, wood, masonry, tile, or neon are encouraged. Plastic signs, except for lit letters and logos, are limited to eight percent of the building facade area.

6. Lettering. The maximum height for lettering is three feet. The maximum height for logos is four feet. Greater heights for lettering and logos may be approved by the Zoning Official.

7. Lighting.

A. Internal. A sign with internally lit lettering and logos is allowed. Fully backlit signs, including backlit awnings, may not exceed eight percent of the building facade facing the street or main parking area. See subsection 10 of this section for awning, canopy, and marquee sign special provisions.

B. External. A building sign with external lighting is allowed.

8. Color.

A. Sign frame colors must be similar throughout the building.

B. If all tenant signs conform to a specified color scheme approved by the Zoning Official, the total sign area may be up to 12 percent of the building facade plus 25 square feet.

9. Other Requirements. Tenant signs in multiple tenant buildings must be similar in mounting, location, configuration, materials, and construction.

10. Special Provisions for Awning, Canopy, or Marquee Signs.

A. Measurement. For backlit awning signs, the measurement for signs on awnings shall be the smallest rectangle that the lettering and logo or other decorative device

can fit within. This area shall count as part of the total area for building signs.

B. Materials. Materials must be durable and resistant to mildew and dirt. Metal or glazed canopies and marquees must be constructed of durable material, with edges and corners constructed and trimmed to avoid corrosion or damage.

C. Depth, Height and Projection. Awning, canopy, or marquee signs shall maintain a minimum clearance of eight (8) feet above finished grade and shall not project more than six (6) feet from the supporting building unless a greater projection is approved by the Zoning Official.

D. Lighting. The maximum amount of illumination for backlit vinyl awnings shall be one fluorescent tube running parallel to the awning face. Downlighting of canopies or awnings is allowed.

11. Adult usage signs are only permitted one per building not to exceed ten square feet.

168.14 WINDOW SIGNS.

1. Sign Area. The maximum allowable sign area is 20 percent of the window area per building face.

2. Location. Window signs shall be located in a window or glazed area.

3. Mounting. Window signs shall be integral with the window or hung directly behind the window.

4. Materials. Window signs constructed of neon, stained glass, gold leaf, cut vinyl, and etched glass are allowed. Painted signs must display the highest level of quality and permanence as determined by the Zoning Official.

5. Lighting. An internally lit neon or stained glass window sign is allowed.

6. Color. There are no color requirements for window signs.

7. Other Requirements. Temporary window signs for holidays, sales, and other events shall conform to the requirements of Section 168.17. Allowable window sign area is in addition to allowable building sign area as set forth in Section 168.11.

168.15 RESIDENTIAL DEVELOPMENT SIGNS. The purpose of this section is to provide for appropriate signage for residential subdivisions and developments. Residential development signs are signs designating the name

of a development or subdivision consisting of 2 or more acres. Residential development signs shall be limited as follows.

1. The maximum allowable sign height is five feet.
2. The maximum allowable sign face area, excluding the frame and mounting, is 50 square feet. The sign may not exceed 25 feet in length.
3. Location.
 - A. Residential development signs are only permitted for developments of 2 or more acres in size.
 - B. No sign shall be erected at the intersection of any street in such a manner as to obstruct clear vision, or at any location that might obstruct any lighting or view of any traffic signal.
 - C. All residential development signs shall be located entirely within the confines of the property so no part thereof is located within two (2) feet of any sidewalk, alley, or street right-of-way, unless a permit to use the right-of-way has been granted by the City Council.
 - D. At street intersections, no sign more than three (3) feet in height above street level shall be located within a triangular area composed of two (2) of its sides 25 feet in length measured along the right-of-way line.
 - E. All signs shall meet the sight distance requirements designated by City's Municipal Design Standards.
4. Sign Type and Design.
 - A. The sign shall be a monument sign.
 - B. The sign shall only include the name of the subdivision or development. No advertising or name of any commercial enterprise shall be allowed.
5. Number Per Site and Minimum Spacing.
 - A. Unless otherwise stated in paragraph B of this subsection, one residential development sign per development is allowed.
 - B. Developments with more than one street entrance may have one residential development sign per intersection, provided these signs are at least 250 feet apart.
6. Mounting. Post-mounted signs are allowed. If the back of the sign is visible from the street, the mounting must be double-sided. A double-post and panel sign is permitted and must be designed so that

the length of the panel is no less than 60 percent of the length of the posts.

7. Materials.

A. Sign frames constructed of wood, metal, or masonry are encouraged.

B. Sign faces constructed of wood, metal, or porcelain enamel panel are encouraged. Synthetic materials are allowed if approved by the Zoning Official. The applicant must submit a sample of the material to the Zoning Official if synthetic.

C. Sign mountings constructed of wood, metal, concrete, or masonry are encouraged.

8. Landscaping. At least one square foot of landscaping per each square foot of sign face (single side) shall be provided at the base of the sign. The landscaping shall consist of a planting bed with a perimeter border and low shrubs, flowers, or lawn. An alternate landscaping plan, which must use landscaping but which may also use alternative elements, such as brick or concrete bases, pedestrian seating, planter boxes, pole covers, or decorative framing, may be approved by the Zoning Official. Landscaping shall be well maintained at all times of the year.

9. Lettering. A minimum lettering height of six inches is recommended.

10. Lighting.

A. Internal lighting is not permitted.

B. External lighting is acceptable, subject to limitations in Section 168.06(5).

11. Color.

A. Required frame colors include natural materials, such as brick, stone, concrete, or stained wood; white; cream; and other colors defined in Chapter 165 as "sign, required frame colors." Sign frames may include accent colors with no color restrictions for up to 10 percent of the visible sign frame surface.

B. Recommended sign face background colors are defined in Chapter 165 as "sign, recommended face background colors."

12. Other Requirements. If more than one residential development sign is constructed on a single development, such signs must match one another in appearance.

13. A sign permit and a review of the same by the Zoning Official are required for erection, construction, or reconstruction of all residential development signs.

168.16 NONRESIDENTIAL DEVELOPMENT SIGNS. The purpose of this subsection is to provide for appropriate signage for nonresidential subdivisions and developments consisting of commercial and industrial enterprises. Nonresidential development signs are signs designating the name of a commercial or industrial development or subdivision consisting of 2 or more acres. Residential development signs shall be limited as follows.

1. The maximum allowable sign height is five feet.
2. The maximum allowable sign face area, excluding the frame and mounting, is 100 square feet. The sign may not exceed 25 feet in length.
3. Location.
 - A. Nonresidential development signs are only permitted for developments of 2 or more acres in size.
 - B. No sign shall be erected at the intersection of any street in such a manner as to obstruct clear vision, or at any location that might obstruct any lighting or view of any traffic signal.
 - C. All nonresidential development signs shall be located entirely within the confines of the property so no part thereof is located within two (2) feet of any sidewalk, alley, or street right-of-way, unless a permit to use the right-of-way has been granted by the City Council.
 - D. At street intersections, no sign more than three (3) feet in height above street level shall be located within a triangular area composed of two (2) of its sides 25 feet in length measured along the right-of-way line.
 - E. All signs shall meet the sight distance requirements designated by City's Municipal Design Standards.
4. Sign Type and Design.
 - A. The sign shall be a monument sign.
 - B. The sign shall only include the name of the subdivision or development. No advertising or name of any commercial enterprise shall be allowed.
5. Number Per Site and Minimum Spacing.

- A. Unless otherwise stated in paragraph B of this subsection, one nonresidential development sign per development is allowed.
 - B. Developments with more than one street entrance may have one nonresidential development sign per intersection, provided these signs are at least 250 feet apart.
6. Mounting. Post-mounted signs are allowed. If the back of the sign is visible from the street, the mounting must be double-sided. A double-post and panel sign is permitted and must be designed so that the length of the panel is no less than 60 percent of the length of the posts.
7. Materials.
- A. Sign frames constructed of wood, metal, or masonry are encouraged.
 - B. Sign faces constructed of wood, metal, or porcelain enamel panel are encouraged. Synthetic materials are allowed if approved by the Zoning Official. The applicant must submit a sample of the material to the Zoning Official if synthetic.
 - C. Sign mountings constructed of wood, metal, concrete, or masonry are encouraged.
8. Landscaping. At least one square foot of landscaping per each square foot of sign face (single side) shall be provided at the base of the sign. The landscaping shall consist of a planting bed with a perimeter border and low shrubs, flowers, or lawn. An alternate landscaping plan, which must use landscaping but which may also use alternative elements, such as brick or concrete bases, pedestrian seating, planter boxes, pole covers, or decorative framing, may be approved by the Zoning Official. Landscaping shall be well maintained at all times of the year.
9. Lettering. A minimum lettering height of six inches is required.
10. Lighting.
- A. Internal lighting is not permitted.
 - B. External lighting is acceptable, subject to limitations in Section 168.06(5).
11. Color.
- A. Required frame colors include natural materials, such as brick, stone, concrete, or stained wood; white; cream; and other colors defined in Chapter 165 as "sign, required frame colors."

Sign frames may include accent colors with no color restrictions for up to 10 percent of the visible sign frame surface.

B. Recommended sign face background colors are defined in Chapter 165 as "sign, recommended face background colors."

12. Other Requirements. If more than one nonresidential development sign is constructed on a single development, such signs must match one another in appearance.

13. A sign permit and a review of the same by the Zoning Official are required for erection, construction, or reconstruction of all nonresidential development signs.

168.17 SIGNS OR DISPLAYS OF LIMITED DURATION. Unless otherwise regulated by this chapter, temporary signs regulated under this chapter not removed by the applicable post-event deadline will be subject to removal by the City Public Works Department and any and all costs associated with such removal may be assessed against the persons responsible for having the temporary signs put on display, the owner of the temporary sign and/or the sponsors of the event or sale for which the temporary signs were put on display. The following temporary signs or displays are allowed, and except as required by the Solon Building Code, or as otherwise allowed in this chapter, do not require building permits.

1. Grand Opening Displays.

A. Signs, posters, pennants, strings of lights, blinking lights, balloons and searchlights are permitted for a period of up to 30 consecutive days to announce the opening of a new enterprise or the opening of an enterprise under new management.

B. All grand opening displays shall be removed upon the expiration of 30 consecutive days.

2. Special Event Business Signs.

A. One banner per business is allowed to announce special events or promotions, other than grand openings, for up to 14 days at a time, with up to four per business per year. Temporary banners are to be allowed on or inside a building, on or adjoining to the business or tenant premises; none are to be allowed on public right-of-way, or on trees or utility poles.

B. Temporary signs or banners for organized mall-wide promotions may be allowed for up to five days, with up to two per mall per year.

C. Seasonal lights and decorations of a non-carnival nature for the current season or holiday are allowed without a permit.

3. Construction Signs.

A. Construction signs that identify architects, engineers, planners, contractors or other individuals or firms involved with the construction or funding of a building and announcing the character of the building or the purpose for which the building is intended may be displayed.

B. One non-illuminated, double-faced sign is permitted for each public street upon which the project fronts.

C. No sign shall exceed 32 square feet in surface area and may be no taller than 10 feet in height, or be located closer than 30 feet from the property line of the adjoining property.

D. Construction signs must be removed by the date of issuance of the first occupancy permit for the premises or one year after placement of the signs, whichever occurs first. If the signs are not removed within this time period, they may be removed by the City at the expense of the owner of the property and/or the persons responsible for having the signs put on display.

4. Political Signs.

A. On-premises political signs, posters or bills located at the headquarters of a political party, candidate or public service office, or a public issue decided by ballot are permitted. All on-premises political signs, posters or bills shall comply with the dimensional and location requirements of the zoning district in which they are located, or of the applicable sign type.

B. Off-premises political signs that do not exceed four square feet in area (i.e., four feet by one foot, two feet by two feet, etc.) may be displayed in the public right-of-way as allowed in paragraph E of this subsection. Off-premises political signs that do not exceed 32 square feet in area and six feet in height may be displayed on private property. Freestanding political signs with a height greater than four feet and signs made of wood or metal that are attached to buildings must submit a sign application for safety and structural review.

C. Dividing a sign into several smaller pieces as a means to circumvent the political sign dimensional requirements of paragraphs A and B of this subsection is not permitted.

D. Political signs, posters or bills may be displayed from the closing date for filing for an election until seven days after the general election. It shall be the responsibility of the candidate to have his/her campaign/political signs removed within this time

period or the City may remove such signs at the candidate's expense.

E. No person, firm or corporation shall post, paint, nail, fasten or affix a political sign, poster, bill, or other advertising device of any kind on any streetlight, crosswalk, curb, curbstone, lamppost, street sign, utility pole, hydrant, tree, shrub, or public building or structure. Political signs are permissible on parking strips, the periphery of the public right-of-way and other portions of the right-of-way not used for vehicular or pedestrian travel preceding a primary or general election. Political signs must be installed with the permission of the owner of the property abutting said areas and installed in such a manner as not to constitute a traffic hazard or impair or impede pedestrian thoroughfares. No political sign placed within the public right-of-way shall create a safety hazard for pedestrians or motorists as determined by the Sheriff's Department or Public Works Director.

F. Permits for political signs, posters or bills are not required unless the height of the freestanding sign is greater than four (4) feet or the sign is made of wood or metal and is attached to a building.

5. Real Estate Signs. All temporary real estate signs can be single- or double-faced signs:

A. Signs advertising an individual residential unit for sale or rent shall be limited to one sign per street frontage on-site. The sign may not exceed eight (8) square feet in area, and shall not exceed six (6) feet in height. The sign shall be removed within five (5) days after closing of the sale, lease or rental of the property.

B. For an open house or similar event, portable off-premises residential directional signs announcing directions to a specific residence open house for sale or rent shall not exceed six square feet in area for each sign, and shall not exceed 42 inches in height. Signs shall be permitted only when the agent or seller is in attendance at the property for sale or rent and may be located on the right-of-way outside of vehicular and bicycle lanes.

C. On-site commercial or industrial property for sale or rent signs shall be limited to one sign per street frontage on-site, and shall not exceed 32 square feet in area. The sign shall not exceed 12 feet in height. The sign shall be removed within 30 days after closing of the sale, lease or rental of the property.

D. On-site residential neighborhood or multifamily complex for sale or rent sign shall be limited to one sign per development. The sign shall not exceed 32 square feet in area, and shall not exceed 12 feet in height.

E. Residential on-premises informational signs for residential developments shall be limited to one sign per feature including but not limited to signs for information centers, model homes, parking areas announcing features such as parks, playgrounds, or trails. Each sign shall not exceed 16 square feet in area, and shall not exceed six (6) feet in height.

6. Community Event Signs.

A. Community event signs shall be limited to announcing or promoting a nonprofit sponsored community fair, festival or event.

B. Community event signs may be displayed no more than 30 days prior to the start date of the event.

C. Community event signs shall be removed by the event sponsor within 72 hours following the end of the community fair, festival or event.

D. On-premises and off-premises signs for recurring community events, such as farmers' markets, may be allowed. Such signs shall be removed by the event sponsor within 24 hours following the end of the event, and may be erected again no more than 24 hours before the next event.

7. Street Banners Announcing Community Fairs, Festivals, and Events.

A. Street banners shall be limited to announcing or promoting a nonprofit sponsored community fair, festival, or event.

B. Street banners shall be permitted only within the zones per Section 168.07.

C. Street banners may be displayed no more than 30 days and shall be removed within five (5) days following the end of the community fair, festival, or event. It shall be the responsibility of the event sponsor to remove the street banner or the City will remove such banner and charge the sponsor the cost of removal.

D. The event sponsor shall provide a certificate of insurance evidencing commercial general liability insurance as described in the street banner application form provided.

- E. The event sponsor shall submit site placement and street banner mounting plans and specifications with the application.
 - F. The minimum street clearance of the banner is 18 feet above the street.
8. Garage or Yard Sale Signs.
- A. Signs are limited to providing direction to a household sale.
 - B. Sign face area may be up to four square feet.
 - C. Signs must display the following:
 - (1) Address of sale location;
 - (2) Dates of sale.
 - D. Up to six signs may be placed on site of the sale and/or in nearby public rights-of-way with a maximum of advertising for six sales per household per year.
 - (1) Signs placed in public rights-of way must be self-supported by a stake or similar device.
 - (2) Signs may not be attached to utility poles, traffic signs, or street/public trees.
 - (3) Signs shall be no higher than 42 inches at the highest point, as measured from the street grade to the top of the sign. Placement of the sign shall not create a hazard to the public by obstructing the view or passage of pedestrians, cyclists or motorists.
 - (4) The City may remove signs when obstructing or preventing City-scheduled maintenance or work.
 - E. Garage or yard sale signs may be displayed for up to four days.
 - F. Signs must be removed within 24 hours after the sale.

168.18 NONCONFORMING SIGNS.

- 1. Signs in existence at the effective date of this chapter that do not comply with the standards of this chapter shall be deemed legally nonconforming and may continue to exist.
- 2. Legal nonconforming signs may be removed for cleaning and routine maintenance, i.e., changing of lighting and wiring. Legal nonconforming signs may continue to exist, except as noted in subsections 3 through 8 of this section.

3. Any legal nonconforming sign (except a billboard) that undergoes a name change or a change to 20 percent or more of the text, form, colors, content, or structure shall be brought into conformance immediately.

4. Any legal nonconforming sign that is damaged in excess of 50 percent of the original value of the sign shall be brought into conformance immediately, or removed within 90 days at the owner's expense.

5. Any legal nonconforming sign that is relocated or replaced shall be brought into conformance immediately, or removed within 60 days at the owner's expense.

6. If a business ceases to operate, all existing nonconforming signs associated with the business shall be removed by the property owner within 60 days at the owner's expense. If the business had signage on a mall sign or building or related structure, the surface or facade or structure at the previous location of the nonconforming signs shall be repaired at the time of nonconforming sign removal.

7. A nonconforming sign, when being an accessory to a business operation, which changes its use or location, shall no longer be considered a legal sign and shall be removed within 90 days.

8. Billboards.

A. New billboards are not permitted.

B. Existing billboards are subject to the following:

(1) Except as provided in subparagraphs (2) and (3) of this section, billboards shall not be altered with regard to size, shape, orientation, height, or location. Such alteration shall result in an illegal nonconforming status, and the billboard shall be removed within 90 days of the alteration.

(2) Removal of a billboard shall require the issuance of a demolition permit. The demolition shall be completed within 90 days of permit issuance.

(3) Ordinary and necessary repairs that do not change the size, shape, orientation, height, or location of billboards shall not require a permit. Billboard copy replacement may occur at any time and does not require issuance of a permit.

(4) Any billboard that is damaged in excess of 50 percent of the original value of the sign shall be removed within 90 days.

(5) Any billboard that is relocated or replaced shall be removed within 90 days.

168.19 ENFORCEMENT OF VIOLATIONS.

1. Whenever the Zoning Official finds that a violation of this chapter exists, such officer shall cause to be served upon the owner, agent or occupant of the property on which the sign regulation violation is located, or upon the person causing or maintaining a sign regulation violation a written notice to abate or to appeal of the Zoning Official's decision as provided in Chapter 166 under Application, Appeals and Hearings.
2. The notice to abate a sign regulation violation shall contain:
 - A. An order to abate the violation or request a hearing within a stated time, which shall be reasonable under the circumstances.
 - B. Location of the nuisance.
 - C. Description of what constitutes the sign regulation violation.
 - D. Statement of the act or acts necessary to abate the violation.
 - E. Statement that if the nuisance is not abated as directed and no appeal of the Zoning Official's decision is made within the time prescribed, the City will abate it and assess the costs against the property for collection in the same manner as a property tax.
3. The notice shall be served by certified mail to the property owner as shown by the records of the County Auditor, or said notice may be served by personal service.
4. If the person so neglects or fails to abate the violation as directed, the Zoning Official may cause the violation to be abated, keeping an accurate account of the expense incurred. The expense account shall be fully itemized, verified and filed with the City Clerk. Such expenses shall be paid by the City.
5. The City Clerk shall mail a statement of the total cost to the person failing to abide by the notice to abate, and if the amount shown on the statement has not been paid within one month, the City Clerk shall certify the costs to the County Auditor and it shall then be collected with, and in the same manner as, general property taxes.

[The next page is 865]