

ARTICLE 3

CHAPTER 6: SIGNAGE STANDARDS AND REQUIREMENTS

- SEC 3.601** **PURPOSE:** The purpose of this Chapter is to regulate and encourage the orderly development of signs while recognizing the need for adequate business identification, informational and advertising communication, and the value of visual attractiveness. The purpose of this Chapter is intended to:
- (A) Promote and maintain visually attractive residential, retail, commercial, and mixed use districts free from signage clutter.
 - (B) Complement the scenic and natural beauty of communities and the countryside.
 - (C) Encourage sign design and placement that minimizes distraction and confusion.
 - (D) Establish review procedures to evaluate the appropriateness of signs.
- SEC 3.602** **APPLICABILITY:** Unless expressly exempted, no exterior or window signage shall be erected, constructed, enlarged, expanded, structurally altered, relocated, modified (excluding the sign face of changeable copy and LED signs), or reconstructed unless a zoning permit and building/electrical permit evidencing the compliance of such sign with the provisions of this Chapter have been issued by the Zoning Inspector. Repainting, replacement of parts and preventative maintenance do not require a permit.
- SEC 3.603** **STATE PERMIT:** In addition to the zoning permit required pursuant to this Chapter, a state permit issued by the State Director of Transportation may be required prior to the issuance of any zoning permit for outdoor advertising signs located within six hundred sixty (660) feet of streets that are part of the interstate or primary highway systems.
- SEC 3.604** **APPLICATION REQUIREMENTS:** An application for permit shall be in accordance with Section 1.302 and include the following information:
- (A) Position of the sign in relation to nearby buildings, structures, and property lines.
 - (B) Plans illustrating dimensions, materials, method of construction and attachment or placement.
- SEC 3.605** **REVIEW PROCEDURES:** The zoning permit for a sign is subject to Zoning Inspector approval in accordance with Article 3, Chapter 6. The review of signs submitted in conjunction with a development requiring site plan shall be in accordance with Section 1.303.

SEC 3.606 Signage Types:

Figure 3.606-1: Signage Examples

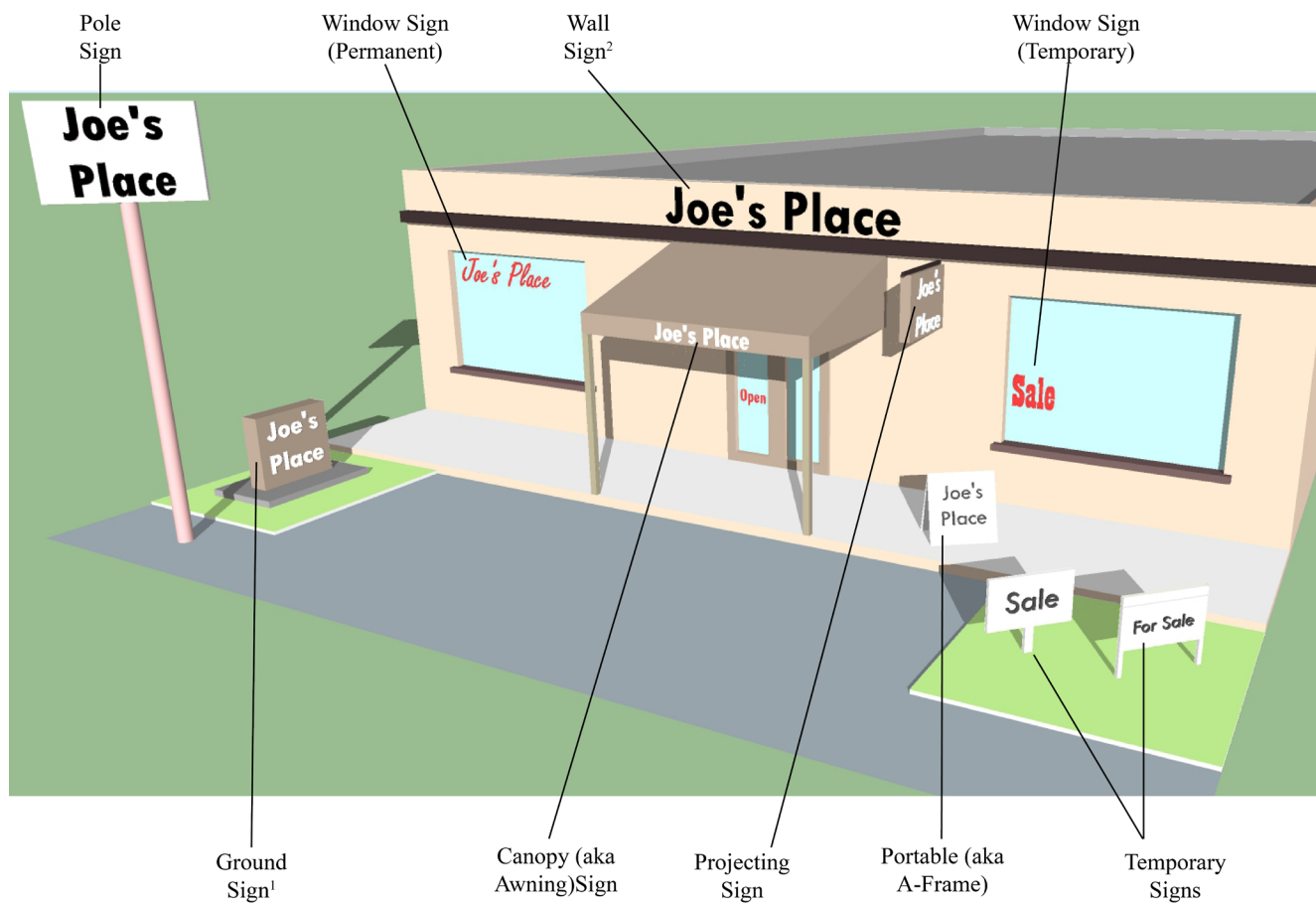


Figure 3.606-2: Examples of Ground Signs



Figure 3.606-3: Example of a Gateway Pole Sign

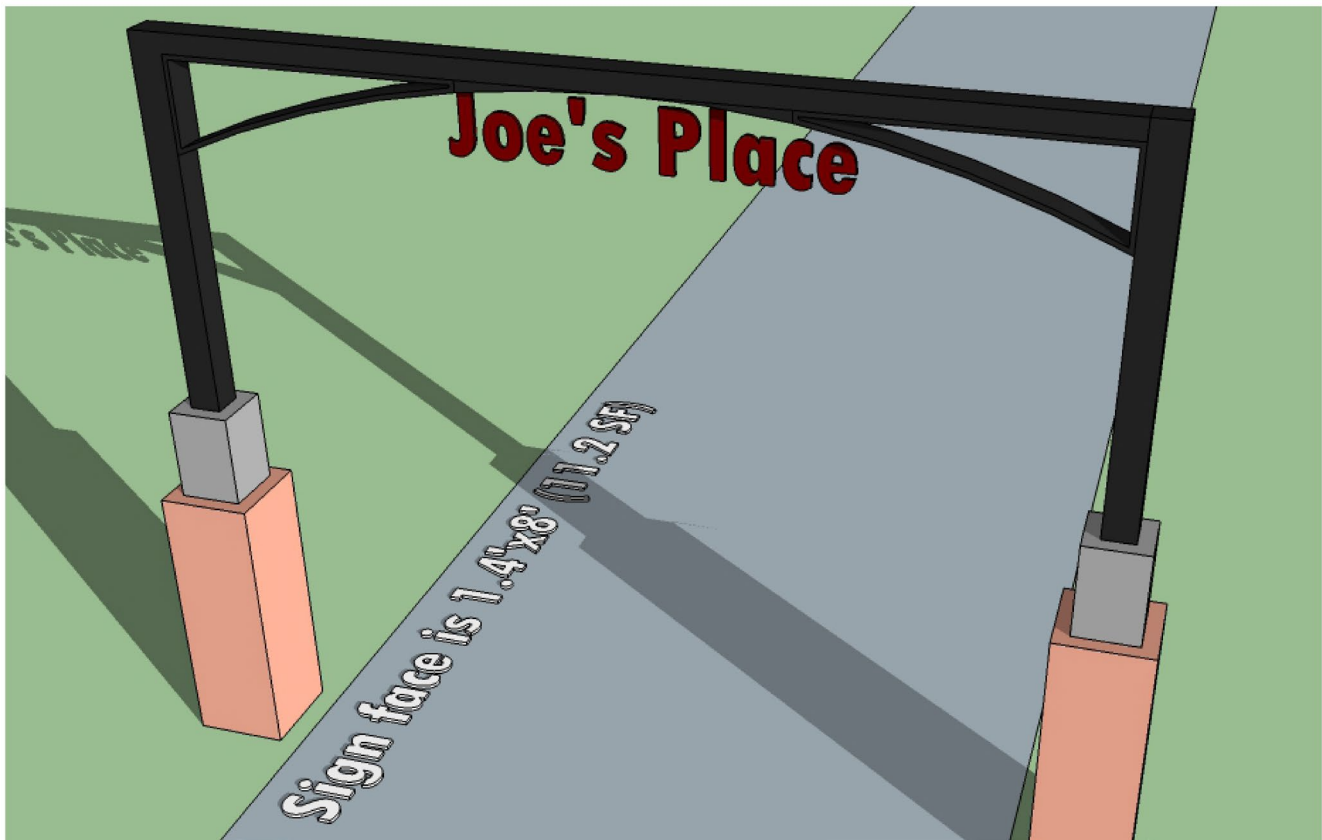


Figure 3.606-4: Examples of Wall Signs

Cabinet Sign



Internally Illuminated Cabinet Sign



Channel Lettering



Reverse Channel Lettering



SEC 3.607 GENERAL SIGN STANDARDS: An illuminated sign shall only emit light of constant intensity, and no sign shall be illuminated by or contain flashing, intermittent, rotating, or moving light or lights. In no event shall an illuminated sign be placed or directed so as to be a visual nuisance or traffic hazard subject to compliance with Article 3, Chapter 5 (Lighting Requirements and Standards).

- (A) Regulation of signs along interstates and primary highways shall conform to the requirements of Ohio Revised Code Chapter 5516 and the regulations adopted herein.
- (B) Signs not specified within this Chapter shall require the Zoning Inspector to make a determination as to whether the sign listed shall be allowed as a permitted sign or otherwise prohibited, based on being similar or not to one or more signs specified elsewhere in this chapter. The Zoning Inspector may convene the Board of Zoning Appeals to make the same determination if he or she believes the sign is not easily categorized with any of the signs specified elsewhere in this chapter.
- (C) No sign shall be placed in such a manner as to obstruct free and clear vision of traffic on public or private property. A determination will be made by the Zoning Inspector, based upon input from the Warren County Engineer and/or the Ohio Department of Transportation (ODOT).
- (D) Signs shall not obstruct windows, doors, fire escapes, balconies, stairways, ladders, vents, or other means of building ingress/egress.

SEC 3.608 DESIGN STANDARDS:

- (A) Freestanding and Ground Signs shall be made of solid materials of a permanent nature known and used in the sign construction industry and shall include, but are not limited to, brick, simulated brick material, stone, EIFS, polished or honed finish metals, decorative precast concrete, wood, architectural masonry, steel and/or metal, and glass.
- (B) The structure must be an integral part of the sign display and no exposed structural members will be permitted, unless it contributes to the sign concept.
- (C) The components necessary for operation or fastening of the signage shall not be exposed or visible to the general view, unless it contributes to the sign concept.
- (D) All freestanding signs shall be located in a landscaped or hardscaped setting to provide the desired continuity and street-scene effect of the development. The preferred type of sign shall be a Ground Sign with indirect illumination.
- (E) The source of illumination shall be arranged so as to not reflect onto or cause glare to pedestrians or vehicles.
- (F) All electrical service must be hidden underground with meters or drops screened from the general view.
- (G) Landscaping must screen any exposed light source on the ground.
- (H) No internal or structure illuminated boxed or cabinet type signs will be allowed. This prohibition shall not preclude channel lettering, reverse channel lettering, or LED signs.
- (I) Plywood, plastic, and unfinished wood are not permitted.
- (J) Vinyl lettering is permitted when used as a substrate material.

SEC 3.609 **SIGN DIMENSIONAL COMPUTATIONS:** The following regulations shall control the computation and measurement of sign area, sign height, window area, and building frontage:

(A) **Determining Sign Area and Dimension:**

- (1) The sign area shall include the display area of the sign, including the frame, but shall not include the structural support unless such structural support is illuminated or determined to constitute an integral part of the sign design. Whether a sign is composed of a sign face or individual letters and other communication elements, the sign area shall be the area of one rectangular shape that encompasses the perimeter of all the elements of the display.

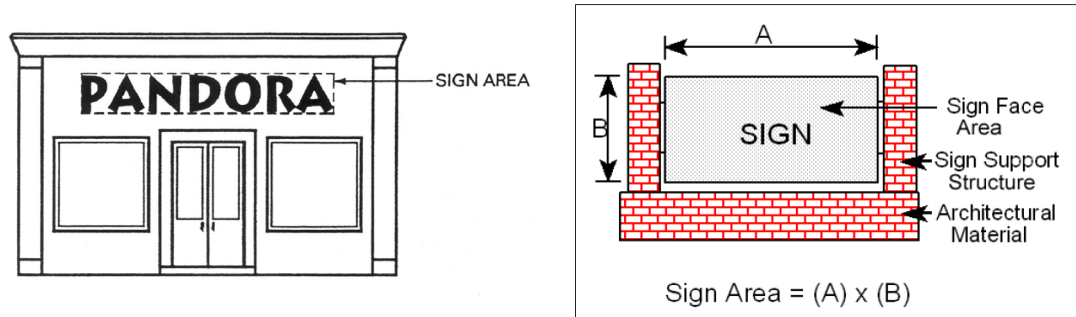


Figure 3.609 -1: Illustration of sign area calculation for a wall sign (left) and a ground sign (right).

- (2) The sign area for a sign with more than one (1) face (multi-faced signs) shall be computed by adding together the area of all sign faces.
- (3) When two (2) identical faces are placed back to back, so that both faces cannot be viewed from any one point at the same time, and when such sign faces are part of the same sign structure and are not more than twenty four (24) inches apart, the sign area shall be computed by the measurement of one of the faces.
- (B) **Determining Sign Height:** The height of a sign shall be measured from the average grade at the base of the sign or support structure to the tallest element of the sign structure. Decorative caps, finials, and similar design elements not exceeding twelve (12) inches in height and located on the top of supporting posts for a ground sign shall not be included in the calculation of sign height.
- (C) **Multi-Occupant Buildings:** The portion of a building that is owned or leased by a single occupant and has a public entrance shall be considered a building unit. The primary building frontage for such building unit shall be measured from the centerline of the party walls defining such building unit.
- (D) **Determining Sign Setback:** The setback of all ground signs shall be measured from the right-of-way to the nearest point of the sign structure.

SEC 3.610 PROHIBITED SIGNS: The following types of signs are specifically prohibited:

- (A) All permanent pennants, banners, streamers, and similar-type devices.
- (B) Signs or portions of a sign that cycle, revolve, rotate, whirl, spin, or otherwise make use of motion to attract attention.
- (C) Beacons and searchlights, except for temporary events and emergency purposes.
- (D) Signs attached to, painted on, or placed on a motor vehicle, trailer, or other licensed or unlicensed vehicle or conveyance which is located in such a manner to serve exclusively as a permanent, temporary, or portable sign.
- (E) Signs displayed at off-site locations, whether permanent or temporary, except for Section 3.615 (Billboards).
- (F) Promotional balloons suspended from, or affixed to, a structure, vehicle, or ground. Flashing neon.
- (G) Roof signs, except roof signs used for identification purposes on agricultural buildings.
- (H) Window signs that occupy more than fifty percent (50%) of the window surface.
- (I) Abandoned Signs. Any temporary sign which has exceeded its time, event, or purpose or any sign which pertains to a use that has been discontinued for a period of thirty (30) days measured in consecutive days is considered abandoned and must be removed.
- (J) No signs shall be attached to or supported by a tree, utility pole, trash receptacle, bench, vending machine, or public shelter or placed in any public right-of-way.
- (K) No sign shall contain words, images, or graphic illustrations of an obscene nature.
- (L) Audio message delivery signage.
- (M) Signs that emit any flames, smoke, fumes, vapor, or any similar substance.
- (N) Illuminated temporary signs.



Figure 3.610 -1: Examples of prohibited sign types.

SEC 3.611 EXEMPT SIGNS: Signs erected and maintained pursuant to a government's function, ordinances, or regulation shall be excluded from the regulations of this Section. In addition, the following signs are exempt from the requirements of Section 3.602 Applicability. Exempt signs shall not be illuminated, directly or indirectly, and shall be set back at least ten (10) feet from the street right-of-way line.

- (A) **Temporary Signs:** All temporary signs shall be durable and weather resistant and are exempt from the requirements of Section 3.602, if compliant with the criteria and the standards below:
- (1) **Temporary Signs within Residential Zoning District:** Temporary signs within residential zoning districts are exempt if they meet the following standards:
- (a) Removed within thirty (30) days following: the closing of the sale, rental or lease of the property; termination of the activity/announcement; or completion of construction.
 - (b) Maximum of one (1) sign per residence or lot.
 - (c) Maximum sign area: Twelve (12) square feet.
 - (d) Maximum height: Four (4) feet in all residential districts.
- (2) **Temporary Signs within Non-Residential Zoning District:** Temporary signs within non-residential zoning districts are exempt if they meet the following standards:
- (a) **Portable “A” frame, in verted “T” Signs, Banners:** These signs shall be used in accordance with the following provisions:
 - 1. One sign shall be permitted one (1) per property or business.
 - 2. The maximum sign area is twelve (12) square feet.
 - 3. Not more than sixty (60) days within a calendar year.
 - (b) **Other Sign Types:**
 - 1. Maximum sign area of twenty-four (24) square feet with a maximum height of six (6) feet.
 - 2. Removed within seven (7) days following the termination of the activity, announcement, or event.
 - 3. Not more than sixty (60) days within a calendar year.
- (B) **Street Number:** All principal buildings shall be permitted to display their assigned street number in a manner legible from the street right-of-way, not exceeding four (4) square feet in area.
- (C) **Professional Name Plates:** Not exceeding two (2) square feet in area, identifying the name of the business or occupants of a building or lot.
- (D) **Window Signs:** Not exceeding fifty percent (50%) of the window surface.
- (E) **Vehicular Directional Signs:** Vehicular directional signs which provide on-site directional assistance within a multi-family or non-residential development in accordance with the following:
- (1) Maximum Area: Six (6) square feet.

- (2) Quantity: One (1) per access point, not to exceed four per parcel.
 - (3) Maximum Height: Thirty (30) inches.
 - (4) Design: No logos or advertising copy.
- (F) **Pedestrian Directional Signs:** Pedestrian directional signs, containing no advertising, may be posted in a multi-family or non-residential development, provided they do not exceed four (4) square feet per side, and cause no visibility problems.
- (G) **Memorial Signs or Tablets:** Memorial signs or tablets not exceeding 4 square feet.

SEC 3.612 **SIGNS PERMITTED IN ALL DISTRICTS:**

- (A) **Gateway Signs:** Architectural features with letters, characters, or graphics may be erected at each entry point, subject to the following:
- (1) One (1) sign is permitted on each side of the entrance.
 - (2) Gateway signs shall maintain clear zones for pedestrians and motorists and comply with the following:
 - (a) Maintain a setback of ten (10) feet from public street right-of-way line(s) as determined on the Warren County Thoroughfare Plan;
 - (b) Ten (10) feet from the edge of driveway; and,
 - (c) Five (5) feet from any sidewalk or paved path.
 - (3) A maximum height of ten (10) feet from average grade.
 - (4) A maximum sign face of twenty-four (24) square feet in residential zones, all other zones subject to Table 3.613-2 Ground Sign Requirements.
 - (5) Proof of an established mechanism to ensure the ongoing maintenance of the entire entrance structure and associated landscaping shall be submitted to the Zoning Inspector as part of the sign permit application.
- (B) **Changeable Copy Sign:** The use of changeable copy signs shall be permitted subject to the following:
- (1) One changeable copy sign shall be permitted per property.
 - (2) Changeable copy signs shall be considered ground signs when determining the number of permitted signs allowed in accordance with the requirements of Table 3.613-1 Sign Quantities). Any portion of the permitted sign may be used as changeable copy.
 - (3) The total area of a changeable copy sign shall not exceed twenty (20) square feet.
 - (4) Changing of the copy does not require a permit.



Figure 3.612-1: *A sign for an institutional use on a brick base with foundation plantings.*

- (C) **Arch Signs:** An arch sign shall be subject to the following standards:
- (1) Maximum height for signage, including any structural elements: 25 ft. A height in excess of 25 ft. may be approved subject to site plan review.
 - (2) Minimum clearance: 14 ft., 4 in.
 - (3) A sign shall be set back a minimum of 2.5 feet from the driveway pavement or lot line. (2.5 feet on both sides)
 - (4) Maximum area of sign face: 2 ft. multiplied by the width of the span of the arch.
 - (5) Maximum number of sign faces: 2
 - (6) Maximum number of poles (structural supports): 2; one on either side of the driveway/roadway.
 - (7) Minimum setback from right-of-way: 10 ft.
 - (8) Permitted materials: see Sec. 3.606 (A)
 - (9) Prohibited materials: See Sec. 3.606 (I)

SEC 3.613 NON-RESIDENTIAL DISTRICT SIGNS:

(A) Quantity:

Table 3.613-1: Sign Quantities

	Wall Signs	Pole, Arch, & Ground (including LED) Signs ²	Canopy/ Awning Signs ²	Projecting Signs	Signature Wall Signs
Single Building with One User	Two (2)	One (1)	One (1)	One (1)	One (1)
Multi-Tenant Building or Multiple Buildings on one Parcel	One (1) per business for multi-tenant buildings, or one (1) per exterior building wall for buildings with one user	One (1) per site per multi-tenant building	One (1) per business on ground level	One (1) per business on ground level	None

¹ Single building with one user may construct two of the above sign types to the quantity specified.

²A building may have a pole sign or an arch sign or a ground sign as stated in the table above; it may not have some combination of the three types.

³Multi-Tenant Building or Multiple Buildings on One Parcel: Two (2) of the above sign types to the quantity specified. In addition, Multi-Tenant Building or Multi Buildings on One Parcel may include an additional directory sign which maybe either a pole sign or a ground sign.

- (B) **Building Mounted Signs:** All building mounted signs shall be located either along the front of the building where the street right-of-way is located, facing a parking lot for the business, or along the side or back of a building where there is visibility from a public access point.

(1) **Wall & Signature Wall Signs**

(a) **Maximum Sign Area:**

- (1) **Wall Sign:** One (1) square foot in area for each linear foot of building frontage to a maximum size of one hundred fifty (150) square feet.
- (2) **Signature Wall Sign:** One (1) square foot per lineal foot of building frontage along the interstate highway, with an area not to exceed two hundred (200) square feet.

(b) **Location:**

- (1) **Wall Sign:** Shall not extend above the building roof line. No wall sign shall extend more than 15 inches beyond any building façade, canopy façade, or wall.

- (2) **Signature Wall Sign:** The top of a signature wall sign shall be located within ten (10) feet of the roof line of a building to which it is attached and shall not extend above the building roof line.

(2) **Projecting Sign:** Projecting signs are attached to the primary building.

- (a) Sign area shall not exceed nine (9) square feet.
- (b) Signs shall be installed to achieve a minimum vertical clearance of eight (8) feet from the bottom of the sign to the finished grade.
- (c) Prohibited over a vehicular access way.

(3) **Awnings/canopy:** Sign area shall not exceed twenty (20) square feet.

(C) **Ground Signs:** The following shall apply to all ground signs. (See also 3.612 (A) Gateway Signs):

(1) LED Signs: The use of the LED sign shall be permitted subject to the following:

- (a) One Changeable copy sign shall be permitted per property.
- (b) Changeable copy signs shall be considered ground signs when determining the number of permitted signs allowed in accordance with the requirements of Section 3.613(A) (Quantity). The LED display panel may constitute any portion of the permitted signage area.
- (c) Any portion of the permitted sign may be used as changeable copy. The total area of the sign face, including the LED display panel, shall not exceed twenty (20) square feet.
- (d) Changing of the copy does not require a permit.
- (e) The luminosity of the LED board shall be dimmed between dusk and dawn so that the sign shall emit no more than 0.2 foot-candles at all property lines.
- (f) An electronic changeable message is permitted, provided:
 - 1. That the sign face is stationary and of constant intensity and color at all times when the message is displayed; and,
 - 2. Each message is displayed for at least eight (8) seconds and a change of message is accomplished within one (1) second.

(2) **Landscaping:** Ground signs shall be erected in a landscaped setting that has a minimum size equal to, or exceeding, twice the sign face area. The landscaped area shall include four (4) shrubs per ten (10) linear feet of sign width. The landscaped area shall be approved by the Zoning Inspector. Shrubs shall be a minimum three (3) gallon pot size with a minimum eighteen (18) inches height and spread.

(3) Dimensional Requirements for Ground Signs:

Table 3.613-2: Ground Sign Requirements

Sign Location	Sign Requirements		
	Maximum Sign Height (Feet)	Maximum Sign Area Per Sign (Sq. Ft.)	Maximum Number of Signs
Signs located in the B-1, B-2, and B-3 Districts	6	48	1
Signs located in the B-4, B-5, or Industrial Districts	8	60	1
Lot is occupied by three (3) or more uses (i.e. shopping center, office building, apartments, etc.) and has an area greater than 50,000 square feet in gross floor area	12	96	1

(D) **Pole Signs:** A permanent pole sign supported by one (1) or more uprights, poles, or braces placed in or upon the ground surface and not attached to any building. Such sign may also be commonly known as a pylon sign.

- (1) **Sign Area:** Pole signs shall be permitted with an area not to exceed one hundred fifty (150) square feet.
- (2) **Sign Setbacks:** All such signs shall be set back a minimum of ten (10) feet from any street right-of-way or adjoining property line and conform to Section 3.103.1 Clear Sight Distance Triangle.
- (3) **Sign Height:** No such signs or any portion of the structure they may be integral with, shall exceed twenty (20) feet from grade and shall be at least eight (8) feet off the ground.
- (4) **Landscaping:** Pole signs shall be erected in a landscaped setting that has a minimum size equal to, or exceeding, twice the sign face area. The landscaped area shall include one (1) tree and two (2) shrubs per ten (10) linear feet of sign width. The landscaped area shall be approved by the Zoning Inspector. Trees shall be minimum eight (8) feet high and two (2) inches DBH and shrubs shall be a minimum three (3) gallon pot size with a minimum eighteen (18) inches height and spread.

(E) **Changeable Copy Signs:** Freestanding signs may include changeable copy that is manually changed or an electronic message sign that it does not comprise more than 50% of the total sign area.

SEC 3.614 RESIDENTIAL DISTRICT SIGNS:

(A) **Wall Signs:**

- (1) One (1) non-internally illuminated pole or wall sign not exceeding four (4) square feet is permitted.
- (2) For buildings greater than four thousand (4,000) square feet: One non-internally illuminated wall sign not exceeding one (1) square foot of sign surface area for each six (6) feet of building frontage shall be permitted provided the total

surface area of wall signs and ground or pole signs as measured collectively, shall not exceed thirty two (32) square feet.

- (B) **Pole Signs:** The following shall apply to all pole signs in residential districts.

Table 3.614-1: Height, size, and quantity of the sign face

Zoning District	Maximum Height (feet)	Maximum Size (sq. ft.)	Maximum Number of Signs
RU, R1A, R1 & R1B	4	9	1
R2 & R3	3	12	1

- (1) **Sign Setbacks:** All such signs shall be set back a minimum of ten (10) feet from any street right-of-way or adjoining property line and conform to Section 3.103.1 Clear Sight Distance Triangle.
- (2) **Sign Height:** No such signs, or any portion of the structure they may be integral with, shall exceed six (6) feet from grade.

SEC 3.615 **BILLBOARDS:** An off-premises sign. The primary purpose of which is to display advertising.

- (A) **Site Plan Review:** Subject to site plan approval and permitted along interstate highways in all commercial districts, industrial districts, and/or lands used for agricultural purposes.
- (B) **Prohibited:** Along a national or state scenic byway, as identified by the Ohio Department of Transportation and all non-interstate roads.
- (C) **Sign Area:** No billboard shall exceed three hundred (300) square feet in area per side and no more than two sides.
- (D) **Sign Height:** No billboard structure shall exceed twenty five (25) feet in height.
- (E) **Sign Location and Setbacks:** All billboards shall comply with the following setbacks:
 - (1) The minimum roadway distance between billboards is two thousand (2,000) feet.
 - (2) All billboards shall be located at least one hundred (100) feet from any property line.
 - (3) All billboards shall be located at least five hundred (500) feet from uses such as residential dwellings, parks, natural preserves, scenic roadways, schools, cemeteries, historic sites or areas, hospitals, retirement homes, or government/institutional buildings.
 - (4) All billboards along interstate highways shall conform to the regulations established in Chapter 5516 of the Ohio Revised Code.
 - (5) All billboards shall meet the minimum setback requirements of the zoning district and all properties where such signs are located shall meet the applicable minimum lot area.

- (F) **Proof of Other Regulations Compliance:** Billboards shall comply with all regulations set forth in this Chapter and this Zoning Code. Billboards shall comply with all other local, state and federal permitting procedures.
- (G) **Landscaping:** Billboards shall be erected in a landscaped setting that has a minimum size equal to, or exceeding, twice the sign face area. The landscaped area shall include one (1) tree and two (2) shrubs per ten (10) linear feet of sign width. The exact location of the landscaped area shall be approved by the Zoning Inspector. Trees shall be minimum eight (8) feet high and two (2) inches DBH and shrubs shall be a minimum three (3) gallon pot size with a minimum eighteen (18) inches height and spread. The landscaping requirement shall not apply to billboards located in dense shrubbery or wooded areas where the existing vegetation is four (4) feet in height or taller.
- (H) **Illumination:** The illumination of billboards shall comply with the following:
 - (1) Billboards located within one thousand (1,000) feet of a residential district shall not be illuminated.
 - (2) Outdoor advertising signs located in a nonresidential district may be externally illuminated through fixtures located external to the sign face and no internal light sources or light-producing elements in the sign face or message media shall be permitted.
 - (3) Illumination shall be concentrated upon the area of the sign face so as to prevent glare upon the roadway or adjacent properties.
- (I) **Changeable Messages:** An electronic changeable message is permitted, provided:
 - (1) That the sign face is stationary and of constant intensity and color at all times when the message is displayed; and,
 - (2) Each message is displayed for at least eight (8) seconds and a change of message is accomplished within one (1) second.

SEC 3.616 COMPREHENSIVE SIGN PROGRAM: Intended to integrate the design of proposed signs with the design of the structures, into a unified architectural statement or to define common sign standards for multi-tenant projects shall be required whenever any of the following conditions exist:

- (A) Multiple tenants or use signs are proposed for a new or existing development.
- (B) Multiple tenant or use signs are proposed for a single structure or separate structures that are physically or functionally related.
- (C) A planned shopping center.
- (D) The Zoning Inspector determines that a Comprehensive Sign Program is needed because of special project characteristics.

The comprehensive sign plan shall include the location, size, height, color, lighting and orientation of all proposed signs, in addition to any other information deemed necessary by the Zoning Inspector in conjunction with the required preliminary Site Plan for the

development. If the comprehensive sign plan is found to be acceptable, exceptions to the provisions of this Code may be granted, if such exceptions result in an improved relationship between the various parts of the plan. A Comprehensive Sign Program shall comply with the following standards:

- (1) The signs shall enhance the overall development, be in harmony with, (materials, colors, and styles) and relate visually to other signs included in the Comprehensive Sign Program, to the structures and/or developments they identify;
- (2) The overall sign size shall be related to the scale and type of development;
- (3) The program shall accommodate future revisions that may be required because of changes in use or tenants;
- (4) The program shall comply with the standards of this Chapter, except that flexibility is allowed with regard to sign area, number, location, and/or height to the extent that the Comprehensive Sign Program will enhance the overall development and will more fully accomplish the purpose of this Chapter; and,
- (5) Revisions to a Comprehensive Sign Program may be approved by the Zoning Inspector if the intent of the original approval is not affected. Revisions that would substantially deviate from the original approval shall require the approval of a new Comprehensive Sign Program.

SEC 3.617 **ILLUMINATION AND MAINTENANCE STANDARDS:** In addition to the size, type, and location of signs, all signs shall meet the following standards:

- (A) **Illumination:** Unless otherwise limited in this chapter, signs shall be permitted to be illuminated as provided in the following:
 - (1) **Source:** Light sources to illuminate permanent signs may be internal or external. This includes channel lettering, reverse channel lettering, and LED display boards.
 - (2) **Intensity:** Illuminated by devices that has a constant intensity subject to the standards of Article 3, Chapter 5 (Lighting Requirements and Standards)
 - (3) **Location:** Shall not constitute a traffic hazard or nuisance.
 - (4) **Design:** Temporary, moveable, or portable signs shall not be illuminated.

(B) **Maintenance:** All signs shall be maintained as follows:

- (1) The property owner, occupant, or other person responsible for the sign shall maintain the sign in a condition suitable for the intended use and shall have a continuing obligation to comply with all building code requirements. The final responsibility for maintenance and compliance rests with the property owner.
- (2) If the Zoning Inspector finds that any sign is unsafe or a hazard to public safety, notice shall be given in writing by the Zoning Inspector to the property owner. The property owner shall, within one (1) week of such notification, correct such unsafe condition or remove the sign. In the event of an immediate threat to the public health, safety, or general welfare, the Zoning Inspector is authorized to immediately take corrective action.
- (4) Defective signs (e.g. lighting that is no longer functional; damaged, broken, missing, or exposed parts or pieces; loose or exposed wiring or parts) shall be repaired or removed within thirty (30) days.
- (5) The removal of a sign for maintenance purposes does not require a zoning permit provided that the following conditions are met:
 - (a) No alterations to the sign face, lettering, base, or support.
 - (b) No enlargements of the sign or its structure.
 - (c) The sign is accessory to a legally allowed use.

SEC 3.618 **NON-CONFORMING SIGNS AND BILLBOARDS:** The purpose of this Section is to provide for the continuation of legally non-conforming signs and to provide reasonable standards for the maintenance, servicing, alteration, and removal of such signs.

- (A) **Continuation:** This Section provides for the continuation of legally non-conforming signs. A legally non-conforming sign is defined as a sign which was legally permitted at the time of adoption of this resolution but which does not meet the development standards of this Chapter.
- (B) **Maintenance of Non-conforming Sign:** Non-conforming signs shall be maintained in good condition and may continue until such sign is required to be removed as specified in this Chapter.
- (C) **Alteration, Relocation, or Replacement of the Non-conforming Sign:** A non-conforming sign shall not be structurally altered, relocated, or replaced unless it is brought into compliance with the provisions of this Chapter.
- (D) **Reconstruction of Damaged Sign:** If a sign face and/or its support structure are damaged to the extent where the repair cost exceeds fifty percent (50%) of the replacement cost of the sign, the sign shall be removed or brought into compliance with the provisions of this Chapter. If the repair costs do not exceed fifty percent (50%) of the replacement costs of the sign, the Zoning Inspector shall permit the sign to be repaired, provided all repair work is completed within sixty (60) days of the date the damage occurred.

- (E) **Termination:** A non-conforming sign shall immediately lose its legal nonconforming status, and shall be brought into conformance with this Chapter or removed, when any of the following occur:

- (1) The sign is enlarged, relocated, illuminated, or replaced.
- (2) The sign is part of a use that has been abandoned for two (2) or more years.

SEC 3.619 REMOVAL OF SIGNS:

- (A) The Zoning Inspector may cause the removal of any sign illegally placed within the right-of-way of any road within the County zoning jurisdiction.
- (B) A sign face identifying a business that no longer exists or products and services no longer being rendered shall be removed from the premises within ninety (90) days from the date of termination of such activities.