

ARTICLE XX**SIGNS****SECTION XX.05 – INTENT and PURPOSE**

The intent and purpose of this Article is to:

- (A) Ensure that signs are located, designed, constructed, installed, and maintained in a manner that protects life, health, property, and the public welfare;
- (B) Reduce visual distractions and obstructions to motorists travelling along, entering, or leaving streets, thereby maintaining or improving public safety;
- (C) Preserve the existing and desired residential and rural character of the Township;
- (D) Prevent visual blight and protect the desired aesthetic qualities of the Township by preventing visual clutter, protecting views, and preventing intrusion of commercial messages into non-commercial areas;
- (E) Limit the amount of light emitted by signs to protect the Township's natural, existing, and desired dark skies; and
- (F) Keep signs within a reasonable scale with respect to the buildings they identify.

SECTION XX.10 – SCOPE of ARTICLE

A sign, as defined by this Ordinance, shall not be installed, constructed, reconstructed, altered, or maintained without receiving a Sign Permit, except as outlined in this Article.

SECTION XX.15 – PROHIBITED SIGNS

- (A) The following signs shall be prohibited in all zoning districts: [\(\(FLINTOFT RECOMMENDS INCLUDING DEFINITIONS HERE.\)\)](#)

- (1) Off-site signs with a commercial message;
- (2) Flashing signs;
- (3) Confusing signs;
- (4) Moving signs;
- (5) Roof signs;
- (6) Vehicle signs;
- (7) Snipe signs;
- (8) Signs that obstruct safe vision;

- (9) Signs in rights-of-way, excluding official signs;
- (10) Unsafe signs; and
- (11) Any other sign not expressly allowed in this Ordinance.

(B) **Sign Illumination:** The following types of sign illumination shall be prohibited:

- (1) *Temporary Signs:* Temporary signs shall not be illuminated.
- (2) *Traffic Hazards:* Illumination that could distract motorists or otherwise create a traffic hazard shall be prohibited.
- (3) *Glare and Non-Shielded Illumination:* Use of glaring, undiffused luminaires and visible bare bulbs shall be prohibited.

SECTION XX.20 – SIGN PERMIT PROCESS

Sign Permits are required for all new permanent signs and modifications of existing signs, excluding changes to the sign face. Signs may also require a building permit from the Building Authority.

(A) **Application:** Sign permit applications shall be reviewed and approved by the Zoning Administrator.

- (1) *Sign Permit Application:* The application shall include a completed Sign Permit application signed by the applicant and the property owner, if different.
- (2) *Site or Plot Plan:* The application shall include a site plan or plot plan showing the location of the proposed sign, including setbacks.
- (3) *Sign Details:* The application shall include sign details, including, but not limited to: height, dimensions, sign area, and illumination information.
- (4) *Other Information:* The application shall include any other information necessary to determine compliance with this Ordinance.

(B) **Inspection:** Signs shall be inspected by the Zoning Administrator or designee.

- (1) *New Signs:* An inspection shall be conducted in a timely manner prior to before and following installation of all new signs requiring a Sign Permit.
- (2) *Existing Signs:* Signs requiring Sign Permits may be inspected periodically to ensure continued compliance with this Ordinance. ((FLINTOFT RECOMMENDS DELETING (B)(1) AND (B)(2).))

(C) **Amendment:** Sign Permit applications may be amended prior to installation of the sign. Amendments shall be reviewed and approved by the Zoning Administrator.

(D) **Revocation:** A Sign Permit may be revoked if the sign is installed in a manner inconsistent with the approval and shall be revoked if the sign is installed in a manner inconsistent with this Ordinance or if the sign has not received is not in a condition to receive a final certificate of zoning compliance within thirty (30) days of installation. ((FLINTOFT RECOMMENDS STRIKING AFTER “ORDINANCE.”))

(E) **Expiration:** A Sign Permit shall expire if the sign has not received a final certificate of zoning compliance within one hundred eighty (180) days of the approval date. A single, thirty (30) day extension shall be granted upon request of the applicant with a demonstration that the sign will be installed during the extension period.

SECTION XX.25 – GENERAL SIGN PROVISIONS

(A) Determination of Sign Area: Signs shall not exceed the maximum sign area allowed for that type of sign and/or zoning district. The sign area shall be expressed in square feet, measured to the nearest tenth of a square foot, and shall be computed as follows:

- (1) *Single-Faced Signs:* Sign area for single-faced signs shall be the square footage of the sign face as measured by enclosing the most protruding points or edges of the sign face within a parallelogram, rectangle, circle, or triangle, excluding any frame.
- (2) *Double-Faced Signs:* Sign area for signs with multiple faces shall be the area of the largest of the sign faces, as described above, provided all faces are part of the same structure and are no more than eighteen (18) inches apart. Otherwise, the sign area shall be the sum of all the areas of all the faces.

~~**(B) Breakaway Design:** All signs located within thirty (30) feet of the right of way shall be designed and constructed to break or yield when struck by a motorvehicle.~~

~~**(C) Sign Maintenance:**~~ Signs shall be kept neatly painted, stained, sealed, or preserved, including all frames and supports.

~~**(D) Location:**~~ Signs shall only be placed as outlined below:

- (1) *Freestanding Signs:* Freestanding signs shall be placed in a front or waterbody yard and shall not be located within any clear-vision zone.
- (2) *Wall-Mounted Signs:* Wall-mounted signs shall be facing a front or waterbody yard or shall be facing an on-site or shared parking lot serving the site.
- (3) *Window Signs:* Window signs shall be located on the interior of the window.

(4) Awning and Canopy Signs: Awning and canopy signs shall be located on an awning or canopy attached to a structure and shall be facing a front or waterbody yard or facing an on-site or shared parking lot serving the site.

~~**(5) Freestanding Sign Orientation:** Freestanding signs located in front yards are encouraged to be placed perpendicular to the front lot line.~~

~~**(D) Window Sign Area:**~~ Window signs shall have a maximum sign area of twenty-five (25) percent of the glass area of that façade.

~~**(E) Substitution:**~~ Any commercial sign may also be used for a non-commercial message.

SECTION XX.30 – SIGNS NOT REQUIRING A SIGN PERMIT

(A) Signs Not Requiring a Sign Permit: The following signs shall not require a Sign Permit:
((FLINTOFT RECOMMENDS INCLUDING DEFINITIONS HERE.))

- (1) Official signs;
- (2) Official flags;
- (3) Murals not containing a commercial message;

- (4) Window signs; and
- (5) Temporary signs.

(B) **Maintenance:** Maintenance of existing signs, including replacement of sign faces and regular maintenance, but excluding enlargement or relocation of the sign, shall not require a Sign Permit.

(C) **Standards Still Apply:** The standards of this Ordinance shall still apply to signs not requiring a Sign Permit.

SECTION XX.35 – TEMPORARY SIGNS

(A) **Temporary Signs:** Temporary signs shall meet the standards outlined in the table below.

Table xx.35(A)- Temporary Sign Standards

Zoning District	Number of Signs ⁽¹⁾	Maximum Sign Area	Maximum Sign Height ⁽²⁾	Minimum Sign Setbacks ⁽³⁾
AG, RC, PL	1 sign per frontage ⁽⁴⁾	10 square feet	6 feet	Side-yard- 5 feet
RR, LR, CU, MH	1 sign per frontage ⁽⁴⁾	6 square feet	5 feet	Side-yard- 5 feet
C-1	1 sign per frontage ⁽⁴⁾ , plus 1 additional sign per unit, maximum of 4 signs	16 square feet	8 feet	Side-yard- 15 feet Waterbody yard- 35 feet

(1) **Number of Signs:** No more than one (1) temporary sign shall be located along each frontage; this shall not apply to additional temporary signs allowed below. Additional temporary signs, beyond the number allowed in the table above, shall be allowed as follows:

- a. One (1) additional temporary sign shall be allowed when the lot or a unit on the lot are listed for sale or lease.
- b. Any number of additional temporary ~~political~~ signs with a political message shall be allowed per lot ~~from the start of the election cycle for the period six (6) weekes prior to an election~~ through three (3) days following an election. ~~This~~ These additional signs shall have a maximum sign area of twenty-four (24) square feet each.
- c. One (1) additional temporary sign shall be allowed when a commercial service is being provided to the lot for a period one (1) week prior to and one (1) week following the conclusion of the commercial service.

~~(2) Sign Height: This standard shall apply to free-standing, wall-mounted, and fence-mounted temporary signs.~~

~~Setbacks: The horizontal distance between any portion of a sign and lot lines, structure, and other features.~~

SECTION xx.40 – PERMANENT SIGNS

(A) **Freestanding Signs:** Permanent freestanding signs shall be allowed accessory to a permitted or special land use and shall meet the standards outlined in the table below:

Zoning District	Number of Signs⁽¹⁾	Maximum Sign Area	Maximum Sign Height⁽²⁾	Minimum Sign Setbacks⁽³⁾	Lighting⁽⁴⁾
AG, PL	1 per frontage	28 square feet ⁽⁵⁾ 24 square feet ⁽⁵⁾	6 feet	Edge of Travelled Road- 20 feet Side-yard- 20 feet	Yes
RR, LR, CU, MH		16 square feet ⁽⁶⁾	5 feet		
C-1, RC		32 square feet ⁽⁷⁾ 28 square feet ⁽⁷⁾	12 feet ⁽⁸⁾ 8 feet ⁽⁸⁾	Edge of Travelled Road- 20 feet Side-yard- 20 feet	

- (1) **Number of Signs:** No more than one (1) freestanding sign shall be located along each frontage.
- (2) **Height:** Decorative framing may extend six (6) inches above the maximum height for signs located within thirty (30) feet of the front lot line or one (1) foot above the maximum height for signs located at least thirty (30) feet from the front lot line.
- (3) **Setbacks:** ~~The horizontal distance between any portion of a sign and lot lines, structure, and other features.~~ **Lighting:** Illuminated signs shall meet the standards of this Article and the **Lighting Article**.
- (4) **Sign Area in Agriculture and Public Land Districts:** Signs located within thirty (30) feet of the front lot line shall have a maximum sign area of twenty (20) square feet. Signs located at least thirty (30) feet from the front lot line shall have a maximum sign area of twenty-four (24) square feet.
- (5) **Sign Area in Residential Districts:** Signs for special land uses in residential districts shall have a maximum sign area of twenty-four (24) square feet.
- (6) **Sign Area in Commercial and Recreation Conservation Districts:** Signs located within thirty (30) feet of the front lot line shall have a maximum sign area of twenty-eight (28) square feet. Signs located at least thirty (30) feet from the front lot line shall have a maximum sign area of thirty-two (32) square feet.
- (7) **Sign Height in Commercial and Recreation Conservation Districts:** Signs located within thirty (30) feet of the front lot line shall have a maximum sign height of eight (8) feet. Signs located at least thirty (30) feet from the front lot line shall have a maximum sign height of twelve (12) feet.
- (8) **Multiple-Dwelling Developments:** Residential developments with more than ten (10) lots shall have a maximum sign area of thirty (30) square feet **and may have one (1) sign at each entrance**. Signs may be located within an island at the entrance but shall not be located within ~~the~~ clear-vision zones.
- (9) **Business Center Sign:** A sign located at a business center shall have an additional four (4) square feet for each unit, up to forty-four (44) square feet, and an additional height of one (1) foot for each unit, **up to ten (10) feet**.

(10) *Ground Clearance:* Signs shall be designed so as not to create a hazard to pedestrians or cyclists.

~~(11) *Signs Close to the Front Lot Line:* Signs located within thirty (30) feet of the front lot line shall be of a break away sign, as outlined in this Article.~~

(B) ***Structure/Building-Mounted Signs:*** Permanent wall, perpendicular, awning, and canopy signs shall be allowed accessory to a permitted or special land use as outlined in the table below:

Table xx.3540(B)- Structure/Building-Mounted Sign Standards			
Zoning District	Number⁽¹⁾	Maximum Area⁽²⁾	Lighting
AG, RC	1 per street-facing façade	8 square feet	No
PL		12 square feet	
RR, LR, CU, MH		6 square feet	
C-1, RC	1 per frontage plus 1 per unit	12 square feet or 10 percent of the façade area, whichever is greater	

(1) *Number:* No more than one (1) structure-mounted sign shall be located along each frontage.

(2) *Sign Area:* This area excludes window signs.

(3) *Lighting:* Illuminated signs shall meet the standards of this Article and the Lighting Article.

(4) *Depth:* Wall and canopy signs shall not extend more than one (1) foot from the façade. Awning signs shall not extend more than four (4) feet from the **façade**.

(5) *Ground Clearance:* Awning and canopy signs shall have a ground clearance of at least eight (8) feet. Perpendicular signs shall have a ground clearance sufficient to not create a hazard to pedestrians, cyclists, or motorists.

(C) ***Sign Materials:*** Permanent signs shall be designed to be complementary with the character of the principal building and the landscaping to promote an overall unified and consistent aesthetic effect.

(D) ***Sign Construction Standards:*** The following standards shall apply to all permanent signs:

(1) *Fastenings:* All signs shall be erected in such a manner and with such materials to remain safe and secure during the period of use, and all bolts, cables, and other metallic parts of signs shall be kept free from corrosion.

(2) *Sign Safety:* All signs and support structures shall have a clearance of at least ~~four~~ **eight (8)** feet from any electrical transmission lines. All signs shall comply with the minimum wind pressure and other standards of the Building Code.

(E) ***Illumination:*** Signs shall only be illuminated using approved electrical devices directed solely at the sign or internal to it, according to the following standards:

(1) *Timer Controls:* Illuminated signs shall be equipped with a functional timer control. Signs shall not be illuminated after 10:00 pm or one half (1/2) hour after the use of the site ends for the day, whichever is later, nor before 6:00 am or one half (1/2) hour before the beginning of the use of the site for the day, whichever is earlier.

(2) *Non-glare, Shielded Lighting:* Lights shall be steady, stationary, and shaded and/or shielded downward with light directed away from adjacent properties and streets.

(3) *Backlighting:* Signs with internal illumination shall have the lettering and graphics in a lighter color than the background to the maximum extent practical.

An administrative adjustment may be granted by the approving authority from this standard if all of the following are true:

- a. Meeting this standard would require alteration of a trademark; and
 - b. The alternate design will not otherwise negatively impact the intent and purpose of this Article.
- (4) *Wiring*: Electrical service to illuminated signs not attached to a building shall be located underground.

(F) **Electronic Message Signs**: Electronic message signs shall meet the following additional standards:

- (1) *Message Changes*: Messages or images shall be displayed for at least one (1) hour and the time to change the message or image shall be one (1) second or less.
- (2) *Light Intensity*: Electronic message signs shall not display light of such intensity as to cause glare, impair the vision of an ordinary driver, or constitute a nuisance. Maximum luminance shall not exceed three-tenths (0.3) footcandles above ambient light levels at a distance, measured perpendicularly from the sign face, based on the size of the electronic message sign area as outlined in the table below. Maximum luminance shall not exceed one-tenths (0.1) footcandles above ambient light levels at adjacent lot lines of residentially-zoned or residentially-used lots.

Table xx.2540(EE)(32)

Sign Area	Distance Measurement is Taken
10 square feet	32 feet
15 square feet	39 feet
20 square feet	45 feet
<u>25 square feet</u>	<u>50 feet</u>
<u>30 square feet</u>	<u>55 feet</u>
<u>35 square feet</u>	<u>59 feet</u>
<u>40 square feet</u>	<u>63 feet</u>

- (3) *Dimming*: Electronic message signs shall have a 16-stage or better automatic dimmer without a manual override that adjusts the intensity of light based on the ambient light levels.
- (4) *Certification*: The applicant shall provide written certification from the sign manufacturer that the light intensity has been factory-programmed not to exceed the above light intensity.

SECTION XX.45 – LEGALLY NONCONFORMING SIGNS

The continued use of legally nonconforming signs shall be permitted, as outlined in this Section. Such signs shall not be enlarged, expanded, or extended, with the intent that legally nonconforming signs shall eventually be eliminated or replaced upon their natural deterioration or destruction. The continuance of legally nonconforming signs shall be subject to the standards of this Section.

(A) **Structural Changes:** The faces, supports, or other parts of legally nonconforming signs shall not be structurally changed or enlarged unless the resulting changed, altered, substituted, or enlarged sign conforms to the standards of this Ordinance.

(B) **Damages:** Legally nonconforming signs that have been destroyed or damaged by more than fifty (50) percent of ~~its~~the replacement cost shall not be reconstructed except in conformity with the standards of this Ordinance.

SECTION XX.50 – REMOVAL OF SIGNS

(A) **Permanent and Temporary Signs:** Permanent and temporary signs erected or maintained in violation of this Ordinance shall be removed.

(1) **Notice:** The Zoning Administrator shall order the removal by ~~sending~~delivery of a written notice to the property owner. The notice shall order removal of the sign or outline what action would bring the sign into compliance with this Ordinance and shall outline a reasonable length of time, at least fourteen (14) days, for removal or compliance.

(2) **Removal:** Upon failure to remove the sign or bring the sign into compliance, the Township may remove the sign immediately and without further notice, at its discretion. Any cost incurred for removal may be assessed to the property owner.

(B) **Dangerous Signs:** Signs that pose an immediate threat to safety shall be removed immediately.

(1) **Notice:** The Zoning Administrator shall order the removal by ~~sending~~adelivery of a written notice to the property owner, except as outlined in this ~~Article~~Section. The notice shall order removal of the sign or outline what action would bring the sign into compliance with this Ordinance and shall outline a reasonable length of time for removal or compliance.

(2) **Removal:** Upon failure to remove the sign or bring the sign into compliance, the Township may remove the sign immediately and without further notice, at its discretion. Any cost incurred for removal may be assessed to the property owner.

(3) **Emergency Removal:** The Township may remove a sign that poses an immediate threat to safety without sending notice to the property owner if the Zoning Administrator certifies the nature of the immediate threat and that a delay resulting from noticing the property owner is likely to cause harm to individuals or property. Any cost incurred for removal may be assessed to the property owner.

(C) **Signs in Right-of-Way:** Signs erected within the right-of-way in violation of this Ordinance may be removed by the Township without notice. Any cost incurred for removal may be assessed to the sign owner.

SECTION XX.55 – VIOLATIONS

The installation, construction, reconstruction, alteration, or maintenance of a sign requiring a Sign Permit without receiving a Sign Permit or the installation, construction, reconstruction, alteration, or maintenance of a sign in any manner inconsistent with this Ordinance is a violation of this Ordinance.

(A) **Party to Violation:** Any person, agent, or property owner who causes a sign to be in violation of this Ordinance shall be a party to the violation.

(B) **Separate Violation:** Each sign in violation of this Ordinance shall be considered a separate violation. Each day a sign is in violation of this Ordinance shall be considered a separate violation.

(C) **Nuisance Per Se:** Any sign installed, constructed, reconstructed, altered, or maintained in violation of this Ordinance ~~is considered~~ shall be a nuisance per se. (SEE THIS ARTICLE)

(D) **Municipal Civil Infraction:** Violation of the provisions of this Article shall be a municipal civil infraction.

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