

## **Article VII SIGN REGULATIONS**

### **Section 7.01 INTENT.**

(1) It is the intent of this section to ensure the effective use of signs as a means of communication in the Village; to maintain and enhance the esthetic environment; to improve pedestrian and traffic safety; to minimize the adverse effect of signs on nearby public and private property; and to enable the fair and consistent enforcement of these sign restrictions. This section is intended to allow a variety of types of signs in commercial and industrial zones, a limited variety of signs in other zones, and other incidental signs.

(2) In the application of this Ordinance, it is the intent to protect the public welfare and to enhance the appearance and economic value of the landscape by providing that signs:

- A. Do not create a nuisance to persons using the public right-of-way.
- B. Do not constitute a nuisance to occupancy of nearby property by their brightness, size, height, or movement.
- C. Are not detrimental to land or property values.

(3) A sign may be established or maintained in the Village only in conformance with the standards, procedures, exemptions, and other requirements of this ordinance.

### **Section 7.02 GENERAL CONDITIONS.**

(1) **LOCATION:** All signs must direct attention to a business or profession conducted on the premise or to a commodity, service, or entertainment primarily sold, offered, manufactured, processed, or fabricated thereon unless specified elsewhere in these regulations.

(2) **ILLUMINATION:**

- A. No sign shall be illuminated by other than electrical means.

- B. The light from illuminated signs shall be directed in a manner that will not interfere with vehicular traffic or with the enjoyment or use of adjacent properties, nor directly shine onto adjacent or abutting properties. Illuminated signs adjacent to residentially zoned or used property shall be designed and maintained such that illumination levels do not exceed 0.1 foot-candle along the adjacent property line.
- C. No sign shall have blinking, flashing, or fluttering lights or other illuminating devices which have a changing light intensity, brightness or color, or which are so constructed and operated as to create an appearance or illusion of writing or printing, except that movement showing the date, the time and the temperature exclusively may be permitted.
- D. No exposed reflective type bulbs and no strobe lights or incandescent lamps shall be used on the exterior surface of any sign so as to expose the face of the bulb, light or lamp to any public street or adjacent property.
- E. The illumination provisions above shall not apply to sign lighting systems owned or controlled by any public agency for the purpose of directing traffic.
- F. Neon lighting is prohibited outside of the sign structure and shall not be permitted as accent lighting along a building wall or window.
- G. Awning signs shall not be “back-lit”.

**(3) PROHIBITED SIGNS:** All signs not expressly permitted under this Ordinance are prohibited in the Village. Such prohibited signs include, but are not limited to, the following:

- A. Beacons;
- B. Pennants;
- C. Portable Signs;
- D. Roof Signs;
- E. Inflatable signs and tethered balloons.
- F. Animated signs including: signs containing flashing, intermittent or moving lights or with moving or revolving parts. This provision is not intended to exclude those signs which give the time or temperature, provided no other animated messages are displayed.

- G. Signs affixed to trees, rocks, shrubs or natural features, provided, signs denoting a site of historic significance may be allowed.
- H. Signs which imitate traffic signals, traffic direction signs, or similar traffic control devices or signs which make use of words such as "Stop", "Look", "Danger", or any other words, phrases, symbols or characters, in such a manner as to interfere with, mislead or confuse traffic.
- I. Permanent signs (other than those erected by a public agency) which are located within or overhang the public right-of-way or on public property unless specified elsewhere in these regulations.
- J. Any strobe, flashing, or oscillating lights either from the interior or exterior of a building.
- K. Moving signs. Except as otherwise provided in this section no sign or any portion thereof shall be permitted which moves or assumes any motion constituting a non stationary or fixed condition except for the rotation of barber poles, and except currently licensed vehicles and trailers which have painted upon them in a permanent manner the name of the product which they deliver and/or the name and address of the owner.
- L. Abandoned signs. Signs that advertise an activity, business, product or service no longer conducted or available on the premises on which the sign is located shall be prohibited.
- M. Signs which emit audible sound, odor or visible matter.
- N. Exterior string lights used to advertise a commercial premises.
- O. Any sign erected on a tree or utility pole except signs of any political subdivision of this state.
- P. Awning signs with rear illumination.

**(4) EXEMPT FROM PERMITS**

- A. Incidental signs which are intended to direct the flow of pedestrian and vehicular traffic on private property. Incidental signs shall not exceed two (2) square feet in area per side and four (4) feet in height, shall contain no advertising and may be illuminated.
- B. Signs erected for traffic safety purposes by public road agencies.
- C. Federal, State, County, or Local required signs on private property not to exceed six (6) square feet.

- D. Real estate signs subject to the provisions of this ordinance.
- E. Changing of advertising copy or message on a theater marquee or similar approved signs which are specifically designed for the use of replaceable copy.
- F. Painting, repainting, cleaning, and other normal maintenance and repair of a sign or any sign structure unless a structural change is made.
- G. Integral signs, not to exceed a maximum area of six (6) square feet.
- H. Paper notices placed on kiosks as approved by the Village.
- I. Authorized signs of the state or a political subdivision of the state.
- J. Flags bearing the official design of a nation, state, municipality, educational institution, church or fraternal organization. Flags bearing the official seal or emblem of a company or corporation including related slogans, messages or graphics. Zone lots shall be limited to four (4) of the above flags (one (1) flag per one (1) flag pole). When the site plan review is required, the location of flag poles shall be indicated on the site plan and shall meet the minimum fifteen (15) foot setback required for all signs to adjacent property lines. Flags shall be limited to 40 square feet each.
- K. Permanent signs on vending machines or ice containers indicating only the contents of such devices and no commercial message provided that such devices must be located within ten (10) feet of the building.
- L. Business signs containing information on credit cards, business affiliations, hours of operation, open/closed, etc. The combined area of all such signs shall not exceed four (4) square feet and shall be included in the maximum window coverage calculation.
- M. Banner signs installed by the Village, intended to announce civic activities, promote general business interests, or otherwise convey public information. Such signs shall be attached top and bottom (or two [2] sides) to permanent structural members on a post or building erected for another purpose. Such signs require the permission of the Village Manager.
- N. Political Signs subject to the provisions of this ordinance.

## **Section 7.03 GROUND SIGNS.**

### **(1) GENERAL REQUIREMENTS:**

- A. Within all non-residential zoning districts, only one (1) ground sign shall be permitted per zoning lot. If the frontage of a zoning lot exceeds four hundred (400) linear feet along a single street frontage two (2) such ground signs may be permitted. One (1) additional ground sign may be permitted at a secondary entrance if it is not located on the same street as the primary entrance. Sign size, number of signs, and location shall be finalized during site plan review. Maximum sign area is provided in "Table A" found in the following pages.
- B. Within all residential zoning districts, only one (1) ground sign shall be permitted at the primary entrance for the purpose of identifying a subdivision, site condominium, multiple family development, or mobile home park.
- C. Within all residential zoning districts, only one (1) ground sign shall be permitted per zoning lot for the purpose of identifying a non-residential special land use. One (1) additional ground sign may be permitted at a secondary entrance if it is not located on the same street as the primary entrance. Size and location shall be determined during site plan review. Maximum area is provided in "Table A" below.
- D. One freestanding identification sign stating the name of a business center and major tenants therein may be erected for a shopping center, office park, industrial park or other integrated group of stores, commercial buildings, office buildings or industrial buildings. The sign area shall not exceed one (1) square foot per front foot of building or buildings for which it is erected; however, such signs shall not exceed sixty (60) square feet in area. Such signs may be up to ten (10) feet in height. If the lot fronts on two (2) or more collector or arterial streets one (1) such sign may be permitted for each frontage.
- E. Within all PUD Districts, the number and size and location of ground signs shall be determined by the intended use of the premises, subject to the review and approval of the Village during PUD plan review.
- F. All ground signs shall be set back a minimum of fifteen (15) feet from all road rights-of-way and shall be located no closer than fifteen (15) feet from the edge of the principal entrance driveway and all property lines. All internally illuminated ground signs shall have a background darker than the lettering. If a ground sign has an opaque background and only the letters are illuminated a ground sign may have a non-illuminated light background.
- G. The support structure for a ground sign shall not exceed twenty five (25) percent of the maximum permissible area of the sign measured by viewing

the elevation of the sign perpendicular to the sign face, unless otherwise approved during the site plan review process.

- H. Up to two (2) incidental business signs (menu boards) shall be permitted for businesses with a drive-through component. Such signs shall not exceed fifteen (15) square feet in area per sign, per face or six (6) feet in height and shall be located only on internal drives to serve the drive-thru portion of the development.

**(2) MAXIMUM HEIGHT AND AREA REQUIREMENTS FOR GROUND SIGNS SHALL BE APPLIED WITHIN EACH ZONING DISTRICT ACCORDING TO THE FOLLOWING SCHEDULE.** The maximum height and area for ground signs within business centers are pursuant to paragraph (D) above:

**Table A - Ground Signs.**

| District | Max. Height (ft.) | Maximum Area (sq. ft.) |         |
|----------|-------------------|------------------------|---------|
|          |                   | Per Side               | Total   |
| R-1A     | 4 ft              | 20 s.f.                | 40 s.f. |
| R-1B     | 4 ft              | 20 s.f.                | 40 s.f. |
| R-3      | 4 ft              | 20 s.f.                | 40 s.f. |
| VR       | 4 ft              | 20 s.f.                | 40 s.f. |
| C-1      | 6 ft              | 42 s.f.                | 84 s.f. |
| VC       | 6 ft              | 30 s.f.                | 60 s.f. |
| CBD      | 6 ft              | 25 s.f.                | 50 s.f. |
| PB       | 6 ft              | 42 s.f.                | 84 s.f. |
| RD       | 4.5 ft            | 48 s.f.                | 96 s.f. |
| I-1      | 4.5 ft            | 48 s.f.                | 96 s.f. |
| EP       | 4 ft              | 32 s.f.                | 64 s.f. |
| PP       | 4 ft              | 32 s.f.                | 64 s.f. |

**Section 7.04 BUILDING SIGNS.**

**(1) GENERAL REQUIREMENTS:**

- A. Within all non-residential zoning districts, a combination of building signs may be established not to exceed the maximum sign area per "Table B" for each zoning lot (for a single business).

Signs for multiple tenant shopping centers or multi-tenant buildings shall not exceed one (1) square foot of sign area per one (1) lineal foot of building frontage per tenant.

The following sign standards shall apply to buildings which contain more than one (1) business, but where all businesses share a common building entrance or entrances (for example, an office building or other type of building where access to individual tenant space is off an interior common hallway or atrium) in the CBD district. These types of buildings shall divide the total permitted wall signage area between all the tenants, but each business shall be permitted one wall sign. Maximum area shall not exceed that provided in Table B.

In addition, multiple-tenant buildings shall be permitted one wall directory sign, intended to identify all of the building occupants. The total area of this directory sign shall not exceed twelve (12) square feet, with each tenant limited to one square foot. This sign shall be non-illuminated and shall be mounted on the entrance door or on the wall next to the entrance

- B. Within all PUD Districts, the number and size of wall signs shall be determined by the intended use of the premises, subject to the review and approval of the Village, during PUD plan review.
- C. One (1) projecting sign may be permitted for each first-floor business within the CBD Central Business District. The projecting sign may be a maximum of eight (8) s.f. in area (each side) and shall be included in the total amount of signs permitted for the subject building. Changeable copy shall not be permitted as a part of projecting signs. Projecting signs must provide a clear distance of nine (9) feet from the sidewalk or private drive or parking lot to the bottom edge of the sign. Projecting signs may extend over abutting sidewalk, but shall not extend over public or private roadways, or parking areas unless approved by the Village as a part of the sign permit. The leading edge of a projecting sign shall not extend more than four (4) feet from the face of the building that it is attached to. The maximum height of a projecting sign shall be fifteen (15) feet from the street to highest part of the sign.
- D. Within the CBD (Central Business District) and the VC (Village Commercial District) signs are intended to promote the pedestrian scale, and to ensure the visual consistency between signs and the historic character of the districts. No sign shall be erected in the CBD or VC in any manner that will obstruct any architectural details of a building. Signs within the CBD and VC may be internally illuminated channel letter signs or box signs only when the signs have a background darker than the light colored message.
- E. Building signs are not permitted above the first floor. Signs are permitted in the second story windows only in the Central Business District (CBD).

- F. Awnings must be over doorways or windows. Awning signs and awning shall be limited to three (3) colors. Black and white are defined as colors. Awnings with graphics will be considered an awning sign and may not exceed the allowable square footage of signage.

**(3) MAXIMUM AREA REQUIREMENTS FOR BUILDING SIGNS SHALL BE APPLIED WITHIN EACH ZONING DISTRICT ACCORDING TO THE FOLLOWING SCHEDULE:**

**Table B – Building Signs.**

| <b>District</b> | <b>Area (s.f.) per One (1) Foot of Building Frontage</b> | <b>Maximum Area in s.f.</b> |
|-----------------|--|-----------------------------|
| R-1A            | N/A  | 3 s.f.                      |
| R-1B            | N/A  | 3 s.f.                      |
| R-3             | N/A  | 3 s.f.                      |
| VR              | 0.5  | 12 s.f.                     |
| C-1             | 1  | 42 s.f.                     |
| VC              | 1  | 30 s.f.                     |
| CBD             | 1  | 42 s.f.                     |
| PB              | 1  | 42 s.f.                     |
| RD              | 1  | 20 s.f.                     |
| I-1             | 1  | 20 s.f.                     |
| EP              | N/A  | N/A                         |
| PP              | N/A  | N/A                         |

**SECTION 7.05 OUTDOOR ADVERTISING SIGN (OFF-SITE OR BILLBOARD SIGN).**

- (1) Outdoor advertising signs are permitted only on undeveloped and vacant unimproved lots in I-1, district, and shall be considered the principal use of such lots. Such signs shall not be placed on a lot with any other building thereon, and no structure shall be placed on a lot on which such sign is located.
  - A. One billboard sign shall be permitted per lot.
  - B. No such sign shall have a total area in excess of three hundred (300) square feet per sign face.
  - C. It shall have a minimum clearance of ten (10) feet and a maximum clearance height of twenty-two (22) feet, from average grade as calculated within a sixty (60) foot radius from the base of the sign.

- D. It shall not be closer than one thousand (1000) feet to any other billboard signs on the same side of the right-of-way.
- E. The setback of the billboard sign shall be fifty (50) feet from the edge of the right-of-way.
- F. Any billboard sign shall be situated on the property so as to:
  - 1). Maximize motor vehicle sight distance, clear view, and traffic safety in general, in relation to other vehicles, pedestrians, and to other signage which is, or is anticipated to be, nearby; and
  - 2). Minimize the destruction of trees, the visibility of the billboard and illuminations thereof by and from residences, and any dangerous distraction and thus, hazard, of and to motorists, as determined in the discretion of the Planning Commission.
- G. A billboard sign may be illuminated, if it is located at least five hundred (500) feet from any residential zoning district or residential use. The illumination shall be directed away from all residential uses. No internal illumination shall be permitted for billboards.
- H. Billboard signs shall be constructed of steel. No wood or other combustible materials shall be used.

## **Section 7.06 COMPUTATIONS/ MEASUREMENTS**

The following principles shall control the computation of sign area and sign height:

- (1) **COMPUTATION OF AREA.** The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle, or combination thereof that will encompass the extreme limits of the writing, representation, emblem, or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop of structure against which it is placed, but not including any supporting framework, bracing, or decorative fence or wall when such fence or wall otherwise meets Zoning Ordinance regulations and is clearly incidental to the display itself. Where a sign has two (2) or more faces, the area of all faces shall be included in determining the total area of the sign.
- (2) **COMPUTATION OF HEIGHT.** The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be construed to be the lower of: (1) existing grade prior to construction or (2) the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely for

the purpose of locating the sign. In cases where the normal grade cannot reasonably be determined, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public street or the grade of the land at the principal entrance to the principal structure on the zoning lot, whichever is lower.

## **Section 7.07      TEMPORARY SIGNS.**

Temporary signs shall be permitted in accordance with the regulations herein:

- (1) **PERMIT REQUIRED.** Unless specified elsewhere in this ordinance a permit shall be required to display any temporary sign described by these regulations. Such permit shall be issued by the Village of Dexter Zoning Administrator or designee and shall clearly specify the name, address and telephone number of the applicant as well as the title and dates of the event advertised and authorized location for placement of the sign. The permit number shall be clearly displayed on the sign. Permit fee, if any, is to be established by resolution of the Village Council
  
- (2) **CONSTRUCTION SIGNS:** Construction signs shall only be erected on the construction site. Construction signs shall advertise only the project under construction and information related thereto, such as its developer, contractor, engineers, brokers, and architects. Signs advertising buildings or projects under construction shall not exceed thirty-two (32) square feet where the total parcel frontage is twenty-one (21) feet or less. Where parcel frontage exceeds twenty-one (21) feet, such signs shall not exceed one and a half (1.5) square feet per linear feet of thoroughfare frontage, up to a maximum of one hundred (100) square feet. Such signs shall have a maximum height of ten (10) feet and shall be setback at least twenty-five (25) feet from any public right-of-way unless attached to a building, construction fence, or barricade. All such signs shall be removed promptly upon completion of construction. No more than one (1) construction sign shall be permitted per thoroughfare frontage.

Temporary Construction Visibility Signs: In an effort to ensure adequate visibility for all businesses during construction, temporary signage shall be permitted for a period of not more than six (6) months. Adequacy of visibility shall be determined by the ability of the Zoning Administrator standing in the public right-of-way to determine that the business is open during the construction. One (1) sign per building, not to exceed sixteen (16) square feet, may be placed on or in front of the building. Extensions may be requested and shall be reviewed by the Village Council. All temporary signage shall meet all other provisions of Section 7.07.

- (3) **POLITICAL SIGNS:** Shall be used solely for the purpose of providing information relating to the election of a person to public office, or to a political party, or to a matter to be voted upon at an election called by a public body, or any other public issue or expression of opinion, and shall be permitted without permit subject to the following conditions:

- A. Political signs shall be ground or wall signs. Political signs shall not be located in a dedicated right-of-way or attached to any utility pole. No ground sign shall be higher than thirty-six (36) inches above average mean grade of the yard on which it is placed.
- B. All political signs shall be removed within ten (10) calendar days after the election or event.
- C. Such signs shall not be erected in such a manner that they will or reasonably may be expected to interfere with, obstruct, confuse or mislead traffic.

**(4) REAL ESTATE / CONSTRUCTION SIGNS**

- A. Single and Multiple Family Residential Real Estate: A sign with an area not in excess of six (6) square feet advertising the sale, rent and/or lease of a single or multiple-family structure or vacant property, placed adjacent to such a structure and upon the premises is permitted without permit. Such a sign may indicate only that the property is for sale, rent, and/or lease and the address or telephone number where the inquiry can be made. It shall have a maximum height of three (3) feet from grade and shall be set back a minimum of ten (10) feet from any public right-of-way unless attached to the building. Real estate signs which indicate property is sold are prohibited.
- B. Non-Residential Real Estate Signs: One (1) sign, with a total area not in excess of thirty-two (32) square feet, shall be permitted on each parcel for the purposes of advertising the sale, rent and/or lease of non-residential real estate. Such signs shall have a maximum height of eight (8) feet and shall be set back a minimum of fifteen (15) feet from any public right-of-way unless attached to a permanent building. Real estate signs which indicate property is sold are prohibited
- C. Residential subdivision or condominium developments: The allowable area for one (1) on-premises sign pertaining to the sale, rent and/or lease of real estate within a residential subdivision or condominium complex being developed shall be limited to an area of thirty-two (32) square feet. Such signs shall have a maximum height of eight (8) feet and shall be set back a minimum of FIFTEEN (15) feet from any public right-of-way.

Not more than one (1) off-premises sign shall be permitted for the purpose of advertising a subdivision or condominium complex being developed. The area of the sign shall not exceed twenty-four (24) square feet and it shall be no more than five (5) feet high. The Planning Commission may allow additional signs if they find that due to location of the development, or some other hardship, the additional exposure can be justified. Written consent of the property owner must be included with the permit application.

Not more than one (1) real estate sign per thoroughfare frontage shall be placed on any premises. Real estate signs larger than six (6) square feet shall not be placed on any premises with an occupied structure. Real estate signs which indicate property is sold are prohibited

Temporary portable real estate directional sign, not exceeding three (3) s.f. in area and four (4) in number, saying "Open House" and/or showing a directional arrow and placed back of property lines outside the public right-of-way shall be permitted on approach routes to an open house, only for the day of the open house. The top of such signs shall not exceed three (3) feet in height, nor may such signs be displayed for more than one (1) day in any seven (7) day period. No such signs shall be placed on private property without the consent of the owner. A permit is not required for this type of sign.

One (1) non-illuminated freestanding sign listing persons or firms connected with construction work being performed may be permitted upon application to the Zoning Administrator provided such signs are located on the property under construction. Such signs shall not exceed thirty two (32) s.f. in area, a height of six (6) feet, and will be removed upon the completion of construction or after one (1) year whichever comes first.

Signs six (6) s.f. in area or less and a maximum of four (4) feet in height which list persons or firms connected with construction, maintenance, or service work being performed at the time, shall be permitted without permit. Such signs must be located on the property under consideration and must be removed upon completion of work on site.

- D. Removal: Real estate signs shall be removed within ten (10) days of the sale, lease or rental of the premises, land parcel or residential subdivision/complex.

## **(5) TEMPORARY COMMERCIAL SIGNS**

- A. Temporary promotional or special sales signs for windows when erected in conjunction with a commercial establishment, provided they do not, individually or combined with other window signs, exceed thirty (30) percent of the total area of the display window or sixteen (16) square feet, whichever is less. Temporary promotional signs are permitted on ground floor windows only.
- B. Casual sales (garage sale, etc) signs not to exceed six (6) s.f. A permit is not required for this type of sign.
- C. Commercial activity signs not to exceed sixteen (16) s.f.

- D. Signs intended to be utilized until a permanent sign may be obtained and erected can be approved by the Zoning Administrator for a period not to exceed sixty (60) days. Such signs shall not exceed sign area permitted within the appropriate zones.
- E. Sandwich Board Signs
- a. Intent. The Village of Dexter would like to provide businesses an opportunity to provide high quality creative signage, which expresses the unique character of a business or building. Such signs shall be designed and constructed so as to promote and not visually obscure the significant architectural components of a building or required landscaping in a project. Sign owners are encouraged to consult with the village prior to designing all signage.
    - i. Size. Maximum height shall be three (3) feet. Maximum width shall be two (2) feet.
    - ii. Location. Sandwich boards shall be placed directly in front of a building, or within six inches of the building in which they are intended to serve. One (1) sandwich board sign will be permitted per building. Sandwich boards are only permitted when a five (5) foot wide path can be maintained on the sidewalk. Signs are not permitted on landscape areas maintained by the village.
    - iii. Hours. Signs may be located in the right of way during hours of operation only. Sandwich boards shall not be left on the sidewalk or outside overnight. Failure to remove a sign will result in the issuance of a \$100 fine. Fines must be paid prior to continuation of use of sandwich board signs.
    - iv. Materials/Design. Business owners will be free to design high quality creations with minimum restrictions, encouraging hand painted, carved, and unique signage on a flat surface. Sandwich board signage is encouraged to be visually consistent with the historic village and is intended to promote the pedestrian scale. Sturdy material such as finished wood (no plywood), metal, or chalkboard is encouraged. Sandwich boards must be self-supporting and stable. It is the responsibility of the sign owner to remove the sign during inclement weather. The Village accepts no liability for any injury or damage caused by a sidewalk sign. \$1,000,000 of general liability insurance, naming the Village as an additionally insured, must be submitted along with the temporary sign permit for sandwich board signs proposed for placement on village property.
    - v. Illumination. Illumination is prohibited.
    - vi. Maintenance. All sandwich boards shall be kept in good condition.

- vii. Permitting/Review Process. All sandwich boards require annual submission of an application and issuance of a permit. Application and permit fees to be established by the Village Council.

**(6) TEMP CIVIC/PUBLIC SIGNS**

- A. Temporary civic, cultural, and public service window posters, shall be exempt when posted inside commercial establishments, provided they do not, individually or combined, occupy more than thirty (30) percent of the total area of said window or five square feet, whichever is less. Temporary window signs are permitted on ground floor windows only. These types of signs shall not be posted outside on windows, doors, light posts, street furniture, etc.
- B. Community special event signs: Community special event signs, including municipal streetscape banners. However, these types of signs do require permission of the Village Manager.
- C. Institutional signs not to exceed thirty-two (32) s.f. Such signs shall be allowed no more than fourteen (14) days prior to the event or function and must be removed within forty-eight (48) hours after the event or function. If building mounted, these signs shall be flat wall signs and shall not project above the roof line. If ground-mounted, the top shall be no more than six (6) feet above ground level. Such signs may not be illuminated in accordance with this ordinance. Off-site signs for such events and functions are permitted when approved by the Village Council . Village Council shall, as a part of approval, list the number, location and size of such off-site signs it is permitting.

**(7) PLACEMENT AND DURATION OF TEMPORARY SIGNS.** Unless specified elsewhere in this ordinance the placement and duration of temporary signs shall be regulated as follows:

- A. No temporary sign shall be placed on public property or public rights-of-way unless it is advertising an event to be held on public property unless specified elsewhere in these regulations.
- B. No temporary sign shall be placed on private property other than the location of the event unless permission is granted by the property owner.
- C. Temporary signs on private property must meet the minimum fifteen (15) foot sign setback requirements of this ordinance.

- D. Duration of display. Unless specified elsewhere in this ordinance temporary signs may not be displayed more than ten (10) consecutive days in any thirty (30) day period.

**Section 7.08 SIGNS IN THE PUBLIC RIGHT-OF-WAY.**

No signs shall be allowed in the public right-of- way, except for the following:

- (1) Signs erected by or on behalf of a governmental or other public agency to post legal notices, identify public property, convey public information, and direct or regulate pedestrian or vehicular traffic.
- (2) Projecting signs pursuant to the provisions of these regulations.
- (3) Portable sidewalk signs pursuant to the provisions of these regulations.
- (4) Banner signs as permitted by the Village of Dexter.

**Section 7.09 NON-CONFORMING EXISTING SIGNS.**

**(1) INTENT**

It is the intent of this section to encourage eventual elimination of signs that, as a result of the adoption of this Article, become non-conforming, and to administer this Article to realize the removal of illegal non-conforming signs and to avoid any unreasonable invasion of established private property rights, therefore;

- A. No person shall be required to remove a sign which was erected in compliance with previous regulations of this Article if said sign becomes non-conforming due to a change occurring after the original adoption of this article, or in the location of buildings, streets or other signs, which change, is beyond the control of the owner of the sign and the premises on which it is located.
- B. If the owner of a sign or the premises on which a sign is located changes the location of a building, property line, or sign, or changes the use of a building so that any sign on the premises is rendered non-conforming, such sign must be removed or made to conform to this Article.

**(2) LAWFUL EXISTING SIGNS**

Any sign lawfully existing at the time of adoption of this Article which does not fully comply with all provisions shall be considered a non-conforming sign and may be permitted to remain as long as the sign is properly maintained and not detrimental to the health, safety and welfare of the community except as hereafter provided.

**(3) CONTINUANCE**

- A. Any lawful non-conforming sign shall be permitted to continue to exist, so long as the non-conforming sign :
  - 1). is not physically expanded or changed to another non-conforming sign.
  - 2). is not relocated or structurally altered so as to prolong the life of the sign, or so as to change the shape, size, type, placement, or design of the sign. Altered shall not include normal maintenance or maintenance to protect public safety. Normal maintenance shall include painting of chipped or faded signs, replacement of faded or damaged surface panels, or repair and replacement of electrical wiring and devices.
  - 3). is not re-established or maintained after the activity, business or usage to which it relates has been discontinued for ninety (90) days or longer.
  - 4). is not repaired or re-erected after being damaged, if the repair or re-erection of the sign would cost more than fifty (50) percent of the replacement cost of an identical new sign.
- B. In the case of a legal non-conforming sign without a defined background (such as individual letters or symbols mounted directly on a building, or lettering on an awning), changes may be made to the letters or symbols, so long as the overall area of the sign is not increased. In such situations, an amended sign permit application shall be filed with the zoning administrator.
- C. A non-conforming sign may make changes to the words or symbols used, if an amended sign permit application is filed with the Zoning Administrator. In such cases, the message may be changed without affecting the legal non-conforming status, as long as neither the sign structure or frame is changed.

**Section 7.10 PERMITS AND APPLICATIONS**

**(1) PERMIT REQUIRED**

It shall be unlawful for any person to erect, re-erect, alter or relocate any sign unless a permit shall have been first obtained from the Zoning Administrator except as provided elsewhere in these regulations. Any sign that makes use of electricity shall, in addition to a sign permit, require an electrical permit, from the Washtenaw County Building Department, regardless of size. Any ground sign with footings will also require a permit from the Washtenaw County Building Department.

- (2) SITE PLAN REVIEW.** For new development subject to site plan review under the provisions of Article 21, the final site plan shall include a comprehensive sign plan including ground, wall and directional sign locations and details.

**(3) APPLICATIONS**

All sign permit applications shall be submitted to the Zoning Administrator for review and shall include the following:

- A. A scale drawing of each sign that shows the dimensions of the sign, the height of the sign, design of the sign and lettering, dimensions of the lettering, the type of materials to be used for the sign and its support system, type of illumination, and color.
- B. A scale drawing of the site or building, showing the placement of all signs, both existing and proposed. This drawing shall include all the dimensions of the site or building.
- C. Detailed information about other existing signs on the property, including dimensions of the sign, the height of the sign, design of the sign and lettering, dimensions of the lettering, the type of materials used for the sign and its support system, type of illumination, and color. The application shall also indicate whether the existing sign is to remain or be removed.
- D. The consenting signature of the property owner.
- E. The sign permit fee paid in accordance with the current fee schedule, adopted by the Village Council.

**(4) Permit Approval**

Permits for the erection of signs shall only be issued to property owners and/or assignees qualified to carry on such work under the provisions of this article. The Zoning Administrator shall issue permits for signs defined in Section 2.02 and permitted in Article 7. Any sign which is not explicitly defined in Section 2.02 Definitions or permitted in Article 7, must be approved by the Zoning Board of Appeals before a permit shall be issued.

**(5) Permit Expiration**

A sign permit shall become null and void if the work for which the permit was issued is not completed within six (6) months of the date of issue.

**(6) Servicing**

No permit shall be required for ordinary servicing, repainting of existing sign message, or cleaning of a sign. No permit is required for change of message of a sign designed for periodic message change without change of structure, including a bulletin board or billboard, but not including a sign to which a new permanent face may be attached.

**(7) Inspections**

All newly erected signs shall be inspected by the Zoning Administrator. Sign erector's imprint should be visible. Signs for which a permit is required shall be inspected periodically by the Zoning Administrator for compliance with this Article and other laws of the Village of Dexter.

## **Section 7.11 CONSTRUCTION AND MAINTENANCE REQUIREMENTS**

### **(1) MATERIALS AND DESIGN**

All signs shall be designed, constructed and maintained in conformity with the provisions for materials, loads, and stresses of the latest adopted edition of the Village engineering standards and requirements of this Article.

### **(2) ERECTOR'S IMPRINT**

Signs of every type which come within the purview of this Article, must carry the identification and address of the sign erector, electrical voltage, when applicable, and date of erection in clearly legible letters whether for the initial erection or re-hanging of a sign.

### **(3) FASTENINGS**

All signs must 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 parts of such signs shall be kept painted and free from corrosion. Any defect due to the fault of the erector shall be repaired by the erector.

### **(4) SUPPORT LOCATION**

No pole or support of any nature shall be placed on any publicly owned property, street right-of-way, or proposed street right-of-way, unless an easement is granted by the property owner.

### **(5) PROXIMITY TO ELECTRICAL CONDUCTORS**

No sign shall be erected so that any part including cables, guys, etc. will be within ten (10) feet of any electrical conductor, electric light pole, street lamp, traffic light, or other public utility pole or standard.

### **(6) RE-HANGING**

In case of re-hanging or re-erection of any sign, the new erector must place his identification, address and the date on the sign.

### **(7) SANITATION**

Property surrounding any ground sign shall be kept clean, sanitary and free from obnoxious and offensive substances, free from weeds, rubbish, and inflammable material.

**(8) TRAFFIC INTERFERENCE**

No advertising device shall be erected or maintained which simulates or imitates in size, color, lettering, or design any traffic sign or signal or other word, phrase, symbol, or character in such a manner as to interfere with, mislead, or confuse traffic.

**Section 7.12 REMOVAL OF SIGNS.**

**(1) REMOVAL.** The Zoning or Code Inspector or designee shall order the removal of any sign erected or maintained in violation of this ordinance except for legal non-conforming signs. Notice in writing shall be given to the owner of such sign or of the building, structure, or premises on which such sign is located, to remove the sign or bring it into compliance with the ordinance. Failure to remove the sign or to comply with this notice shall be a civil infraction. The Village shall also remove the sign immediately and without notice if it reasonably appears that the condition of the sign is such as to present an immediate threat to the safety of the public. Any cost of removal incurred by the Village shall be assessed to the owner of the property on which such sign is located and may be collected in the manner of ordinance debt or in the manner of taxes and such charge shall be a lien on the property.

**(2) RENEWAL REQUIREMENTS** A sign shall be removed by the owner or lessee of the premises upon which the sign is located within thirty (30) days after the business which it advertises is no longer conducted on the premises. If the owner or lessee fails to remove the sign, the Village shall remove it in accordance with the provisions stated in paragraph 7.13. (1), preceding. These removal provisions shall not apply where a subsequent owner or lessee conducts the same type of business and agrees to maintain the signs to advertise the type of business being conducted on the premises and provided the signs comply with the other provisions of this ordinance.

**Section 7.13 VIOLATIONS.**

**(1) Any of the following shall be a violation of this ordinance:**

- A. To install, create, erect, or maintain any sign in a way inconsistent with the terms of this ordinance or that is inconsistent with any plan or permit governing such sign or the zoning lot on which the sign is located;
- B. To install, create, erect, or maintain any sign requiring a permit without such a permit;

**(2)** Each sign installed, created, erected, or maintained in violation of this ordinance shall be considered a separate violation.

(3) Unless specified elsewhere in this ordinance any signs placed within a road Right-of-Way (ROW) and on utility poles will be considered a violation of this ordinance and may be removed by the Village at the expense of the owner.

## **Section 7.14 APPEALS**

Any person aggrieved by any decision, ruling, or order from the Zoning Administrator, may make an appeal to the Zoning Board of Appeals. The ZBA may grant a variance for a sign only in cases involving practical difficulties or unnecessary hardships when the evidence of the appeal is supported by one or both of the following findings of fact:

- (1) That the alleged hardship or practical difficulty, or both, are unique to the property (unusual topography, lot configuration, size, etc.), and the alleged hardship or practical difficulty resulting from conditions do not generally exist throughout the Village. Personal and economic hardships do not qualify.
- (2) That the granting of the variance will result in substantial justice being done, considering the public benefits intended to be secured by this article. The granting of the variance will not be detrimental to surrounding properties.

## **Section 7.15 ENFORCEMENT**

This Section shall be administered and enforced by the Zoning Administrator.