

**MEMORIAL PLAQUE.** A plaque or tablet memorializing a historic person, event, structure, or site.

**MENUBOARD SIGN.** A sign that lists items for sale at an establishment with drive-through facilities.

**MOVING SIGN.** A sign where the entire sign structure or a portion of which rotates, moves, elevates, or in any way alters position or geometry. MOVING SIGNS do not include clocks or barber poles. A tri-vision sign where triangular prisms rotate inside a frame to show a new message and/or information is an example of a MOVING SIGN.

**NON-COMMERCIAL MESSAGE SIGN.** A sign for the expression of non-commercial ideas and messages. A NON-COMMERCIAL MESSAGE SIGN does not direct attention to a business, commodity, service, or entertainment that is offered on or off the premises.

**OBSOLETE SIGN.** Any sign that identifies or advertises a business, service, owner, product, or activity that is no longer available at the premises.

**OFF-PREMISE SIGN - PERMANENT.** A permanent sign that advertises a business, commodity, service, event, or other activity that is sold, offered, or conducted other than on the premises where the sign is located. Also called a billboard.

**OFF-PREMISE SIGN - TEMPORARY.** A temporary sign that advertises a business, commodity, service, event, or other activity that is sold, offered, or conducted other than on the premises where the sign is located.

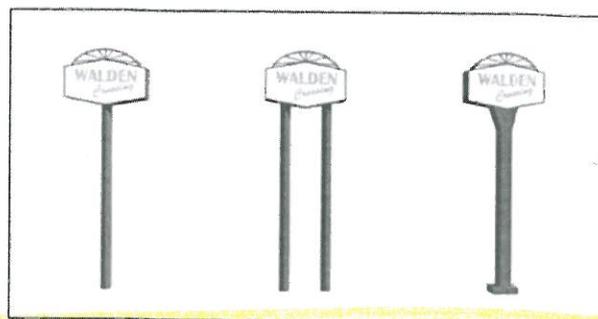
**OPEN HOUSE SIGN.** A sign advertising an open house for a property being offered for rent, lease, or sale.

**PARKING LOT DIRECTIONAL SIGN.** A sign that identifies parking lot entrances and exits, driveway intersections, drive-through lanes, and features of a similar nature.

**PARKING LOT INFORMATION SIGN.** Signs that provide information on the operation of a parking lot, such as "No Parking" or "Unauthorized users shall be towed," and signs within the parking lot that specify the use of a parking stall, such as handicapped-reserved stalls, electric charging stalls, and similar.

**POLE SIGN.** A ground sign that is affixed, attached, or erected on one or more poles. POLE SIGNS include any freestanding sign that does not meet the design and construction standards of a GROUND MONUMENT SIGN.

#### POLE SIGN



**POLITICAL SIGN.** A sign advocating action on a public issue, such as a referendum or similar voting issue, and/or recommending a candidate for public office.

## 21.14 GENERAL STANDARDS

All signs constructed, erected, modified, or altered must comply with the following standards of design and construction.

### A. Prohibited Installations

1. No sign may be erected in a location that violates the current building code, fire code, and other applicable codes adopted by the Village.
2. Ground monument signs and A-frame signs are subject to the height restrictions of the view obstruction triangle in Section 20.52.020(G) of the Zoning Ordinance.
3. Only signs that have been placed by federal, state, or local government or taxing bodies may be installed on public property, unless a sign's placement has been authorized by the Village. Any sign installed on public property without authorization may be removed by the Village without notice.
4. No sign may be erected on private property without the consent of the property owner or his/her authorized agent. When a sign permit applicant proposes to install a sign on property not owned by the applicant, written permission from the property owner or his/her authorized agent must be submitted as part of the sign permit application.
5. No sign may be erected in a manner that obstructs access to any ingress or egress, fire escapes, or standpipes or similar fire hose connections.

### B. Construction Standards

1. Supports and braces must be designed as an integral part of the overall sign and obscured from public view to the extent technically feasible.
2. All signs attached to a building must be installed and maintained so that wall penetrations are watertight and the structure does not exceed allowable stresses of supporting materials.
3. All signs must be designed and constructed in compliance with the current building code, electrical code, and other applicable codes adopted by the Village.
4. No permanent sign may be constructed of plywood, particleboard, or paper.
5. No sign may be hand-painted on a structure.
6. Glass forming any part of a sign must be safety glass.
7. All letters, figures, characters, or representations in cut-out or irregular form, maintained in conjunction with, attached to, or superimposed upon any sign must be safely and securely built into or attached to the sign structure.
8. Audio components are prohibited on any sign, with the exception of menuboards. For menuboards, the audio component is limited to communication between customer and service window.

### C. Electrical Wiring

1. All electrical fixtures, devices, circuits, conduits, raceways, or similar features must be installed and maintained in compliance with the current electrical code adopted by the Village.
2. Conduits and other components of a sign illumination system must be designed as an integral part of the overall sign structure and obscured from public view to the extent technically feasible.

### D. Sign Copy

1. All sign copy must relate to the name or nature of the business or establishment on the site. This does not apply to political or non-commercial messages.

**TABLE 21-1: SUMMARY OF PERMANENT AND TEMPORARY SIGN REGULATIONS**

SIGNS	No Permit Required (Section 21.22)	Permit Required (Section 21.24)
Public Transit Advertising Sign		X
Scoreboard		X
Wall Sign		X
Warning Signs	X	
Window Sign - Permanent	X	
<b>TEMPORARY SIGNS</b>		
A-Frame Sign		X
Attention-Getting Device		X
Attention-Getting Device: Banner – Institutional or Open Space Use	X	
Construction Sign – Single-Family or Two-Family Individual Lot Development	X	
Construction Sign – Large		X
Garage/Yard Sale Sign	X	
Light Pole Banner	X	
Non-Commercial Sign	X	
Open House Sign	X	
Political Sign	X	
Real Estate Sign	X	
Window Sign - Temporary	X	

**21.22 NO PERMIT REQUIRED: EXEMPT PERMANENT AND TEMPORARY SIGNS**

**A. Exemption of Alteration and Maintenance Operations**

The following activities are exempt from a sign permit:

1. Painting, cleaning, or other normal maintenance and repair of a sign not involving structural changes or changes in the electrical components of the sign. Any activity that increases the sign area, sign height, or any sign dimension is not exempt from a sign permit.
2. Changing of the message of a changeable message sign or electronic message sign.

**B. Exempt Ancillary Signs**

1. Logos and labels located on mechanical equipment, recycling bins, trash containers, or similar, which are part of the equipment as manufactured and/or installed, are exempt.

TABLE 21-2: EXEMPT SIGNS

SIGN	PERMITTED DISTRICT OR USE	PERMITTED SIGN TYPE	MAXIMUM SIGN AREA	MAXIMUM SIGN HEIGHT (FREESTANDING SIGN)	REQUIRED SETBACK OR LOCATION (FREESTANDING SIGN)	NUMBER PER LOT	ILLUMINATION	TIME LIMITATION
Light Pole Banners	Institutional or open space uses in all districts C-4 District on lots greater than 1 acre in lot area	Pole-mounted (must be held taut between support posts)	10sf	Not Applicable	Not Applicable	1 per light pole	Prohibited	None
Memorial Plaque	All districts	Freestanding or wall	6sf	4'	5' from any lot line	Institutional use: No limit All other uses: 1 per lot	Internal or external illumination	None
Non-Commercial Sign	All districts	Freestanding, wall, or window	No limit	4'	5' from any lot line	No limit	Prohibited	None
Open House Sign	All districts	Freestanding, wall, or window	12sf	5'	None	2 per street frontage	Prohibited	Installed 48 hours prior to event; removed within 24 hours of the end of the event
Parking Lot Information Sign	All parking lots & structures	Freestanding or wall	10sf	6'	5' from any lot line	2 per parking lot; there is no limit on stall identification signs	Prohibited	None
Political Sign	All districts	Freestanding, wall, or window	No limit	4'	5' from any lot line	No limit	Prohibited	None
Property Identification Sign	Multi-family residential uses	Wall	4sf	Not Applicable	Not Applicable	1 per structure	Prohibited	None
Real Estate Sign	All districts	Freestanding, wall, or window	Residential District: 12sf C-5 Districts: 16sf Other Districts: 32sf	Up to 16sf in area: 6' 16sf or greater in area: 8'	None	1 per street frontage	Prohibited	Removed within 3 days of final closing, lease, or rental