

- A. The area shown on the Master Signage Plan shall all be considered on-premises for purposes of determining whether a sign is off-premises;
- B. The sign size and area for any freestanding sign (other than monument signs) may be increased to 120% of the sign size and area that would otherwise be allowed in accordance with Article VI;
- C. The sign size and area for any monument sign may be increased to 130% of the sign size and area that would otherwise be allowed in accordance with Article VI.

Section 607. Design, Construction, and Maintenance of Signs.

607.01. Compliance with Building and Electrical Code Requirements. All permanent signs and the illumination thereof, shall be designed, constructed and maintained in conformity with the applicable provisions of the International Building Code adopted by the City of Auburn. All freestanding signs must have a clearance from the Building and Codes Inspection Division prior to the issuance of a sign permit by the Planning Department. Wherever there is inconsistency between this Ordinance and the building or electrical code, the more restrictive requirement shall apply.

607.02. Illumination Standards.

- A. Sign lighting shall not be designed or located to cause confusion with traffic signal or similar warning signs.
- B. Devices that illuminate a sign or signs shall be placed and shielded so that direct light shall not be cast into the eyes of pedestrians, cyclists or motorists entering or using a street, road or highway.
- C. The illumination of signs shall comply with the lighting standards as set forth in the International Building Code adopted by the City.

607.03. Placement and Clearance Standards.

- A. No freestanding sign shall project into a public right-of-way. All freestanding signs shall be setback at least ten (10) feet from all side lot lines and any lot line adjacent to a public right-of-way.
- B. No freestanding sign shall be located in a public drainage or utility easement without written permission, in the form of a hold harmless agreement, from the City Engineer and/or the Water Resource Management Director prior to the issuance of a sign permit.

Where a sign is double facing and only one face can be viewed from a single location on a roadway, the display area shall be the area of one sign face. Where a sign has two (2) or more faces that can be viewed from a single location or has an angle greater than 45 degrees, the display area of all such faces shall be included in determining the total display area of the sign.

607.04. Calculation of Display Area. The display area of a sign or advertising device is measured by the smallest square, rectangle, triangle, circle or combination thereof, which will encompass the entire sign or advertising device; excluding trim, frame, apron, posts, uprights, braces or other structural members which support it.

Where a sign is double facing and only one face can be viewed from a single location on a roadway, the display area shall be the area of one sign face. Where a sign has two (2) or more faces that can be viewed from a single location, the display area of all such faces shall be included in determining the total display area of the sign.

Open-lettered sign display area shall be measured by the number of square feet in the smallest rectangle, within which all letters, logos, symbols or other elements of the sign can be enclosed, multiplied by a factor of 0.8.

When a sign is in the form of a three-dimensional object, the area shall be determined by drawing a square, rectangle, triangle, circle or combination thereof, which will encompass the projected image of the sign and multiplying that area by two (2). The “projected image” is that image created by tracing the largest possible two-dimensional outline of the sign.

607.05. Relationship to Building Features.

- A. Signs mounted to the structural roof or applied to the roof including painted signs are prohibited.
- B. Window signs are exempt.
- C. Interior signs displayed in a manner that they are visible from a public right-of-way or adjoining properties are prohibited. (See also Window Signs).

607.06. Maintenance. All signs, including their supports, braces, guys and anchors, electrical parts and lighting fixtures, and all painted and display areas, shall be maintained in accordance with the International Building Code adopted by the City of Auburn. All signs and their components shall be maintained in good repair, free of rust, peeling, fading, broken or cracked panels, and broken or missing letters. Vegetation must be properly maintained and no condition shall be allowed that would constitute a fire, safety, or health hazard.

607.07. Abandoned Signs.

- A. Except as otherwise provided in this article, any sign or sign structure identifying a previous use or activity that has not occupied the site for a period greater than sixty (60) days, does not maintain a current business license or pertains to a time, event or purpose which no longer applies, shall be deemed abandoned. Any abandoned sign shall be prohibited and shall be removed by the owner of the sign or the owner of the property within 60 days. The removal of a frame of an abandoned sign shall not be required, if it conforms to all applicable terms contained in these regulations (including the sign face area for sign replacement yielded by such frame).
- B. Any sign structure, which supported or supports an abandoned sign and which structure conforms to all applicable terms contained in these regulations shall be allowed to remain in place. However, in the event a sign structure which supported or supports an abandoned sign is inconsistent with any term contained in these regulations (including the sign face area for sign replacement yielded by the frame), then the sign structure and frame shall be either altered to comply with the terms contained herein or removed by the owner of such structure or property.

Section 608. Permitting and Enforcement/Administration.

608.01. Permits for Permanent Signs.

- A. **Applicability.** No person shall erect, alter, relocate, repair, replace the face of, or change a sign without first obtaining a permit, except for the following actions which shall not require a permit:
 - 1. Changing the copy, announcement or message on a reader board sign;
 - 2. Cleaning, painting, or comparable maintenance of a sign that does not alter the size, image or message of the sign;

3. Erecting a sign for which a permit is not required in accordance with Section 603, "Exempt Signs" of this Ordinance.

B. Procedure. All sign permits shall be procured in accordance with the following procedure:

1. A written application shall be submitted to the Planning Department for review and processing. The Planning Department, only upon determination that all requisite documentation and fees accompany the application form, will accept the application. The application shall include supplementary information as may be specifically requested by the Planning Department to determine compliance with these regulations.
2. The Planning Department shall review the application, plans, and specifications to determine whether the proposed sign conforms to all applicable requirements of these regulations.
3. Following review and determination as to conformance with these regulations, the Planning Department shall either approve or deny the application for the sign permit. In case of denial, the Planning Department shall specify the section or sections of these regulations with which the proposed sign is not in conformance.
4. An application may be amended within thirty (30) days of the application date to include additional signs. Additional fees shall be charged if the additional signs exceed the size limitations for fee category. After thirty (30) days, a new sign permit shall be required for any sign constructed and all fees shall be required.
5. Freestanding signs will require a footing inspection by the Building and Codes Inspection Division unless such inspection is specifically waived by an Inspector.
6. Failure to obtain a permit prior to installing, changing, or erecting a sign shall result in the doubling of the permit fee.

C. Submission Requirements. No request for a sign permit shall be considered complete until all the following has been submitted to the Planning Department.

1. The application form shall be submitted with all required information completed by the applicant. The application form is available from the Planning Department.
2. Plans and specifications for the proposed sign shall be submitted, drawn to scale, and include the following:
 - a) Site plan of development site showing location of any freestanding sign(s) including any easements, public rights-of-way, property lines, buildings, sight distance triangles and other signs on the property;
 - b) Main or entrance façade including linear dimension;
 - c) Dimensions and elevations (including message) of all signs;
 - d) Dimensions of any supporting structures;
 - e) Maximum and minimum height of sign, as measured from finished grade;
 - f) For illuminated signs, indicate type and placement of illumination;

- g) Inventory of number, type, location, and display area of all existing signs on the same property and/or building on which the sign is to be located.
 - h) Clearance by the Building and Codes Inspection Division for any freestanding sign.
3. The applicant shall be required to pay an application fee according to the current schedule of fees established by the Auburn City Council for the particular category of application. This fee is nonrefundable irrespective of the final disposition of the application.
 4. A sign permit shall be valid for a period of 180 days after issuance. Failure to install the sign within the allotted time period shall void the permit and necessitate reapplication.

608.02. Permits for Banners. Permits for banners, as defined in this Article, are required. A banner without a permit shall be in violation of this Section and subject to immediate removal.

Banners are subject to the following requirements:

- A. Each banner must have its own permit.
- B. Banners for a single address are limited to three (3) banners per calendar year. After three (3) permits have been issued, no additional permits shall be issued for the remainder of the calendar year.
- C. Display period for a banner permit shall not exceed 30 calendar days from the date of issuance of the permit or date of initial display. Periods of display without a valid banner permit will count against future banner permits and treated as a violation of this Ordinance.
- D. Banners must contain a message related to a business, profession, or activity conducted or to a commodity or service sold or offered, upon the premises where such sign is located.
- E. Banners shall be limited to a maximum size of 50 square feet.
- F. Community Decorations, as described in this Article, are exempt as long as they do not contain a commercial message.
- G. Banners must be attached to buildings or other structures on the property and cannot be attached to freestanding signs, utility poles, fences, or attached to or suspended between stakes or poles driven into the ground.