

CHAPTER 5
SIGN REGULATION

SECTION 501. SCOPE.

These Standards are adopted to:

- A. Maintain and enhance the aesthetics of the community.
- B. Enhance pedestrian and traffic safety.
- C. Preserve public health, safety, and welfare.
- D. Minimize the adverse effects of signs on nearby public and private property.
- E. Minimize driver distraction.
- F. Encourage appropriate plants and landscaping material.
- G. Avoid excessive signage.
- H. Protect and enhance the scenic views and natural landscapes.
- I. Protect and enhance economic viability by assuring aesthetic appeal for visitors and residents.
- J. Promote the use of aesthetically pleasing sign materials and colors.
- K. Avoid obstacles, distractions, or traffic hazards which impair a traveler's ability to see pedestrians, traffic signs, or vehicles.
- L. Preserve the right to enjoy scenic amenities.
- M. Enhance the effectiveness of necessary directional and warning Signs.
- N. Preserve property values.
- O. Provide for the effectiveness of Permitted Signs.
- P. Avoid adverse lighting or reflection.
- Q. Require structurally safe Signs.

SECTION 502. PERMIT PROCEDURE.

Prior to construction or establishment of any sign, except as otherwise specifically noted in this Ordinance, a permit shall be obtained from the Village Zoning Enforcement Officer. A sign permit shall become null and void if the work for which the permit was issued has not been completed within a period of six (6) months after the date of the permit.

- A. **ACTIONS EXEMPT FROM PERMITTING.** The following operations shall not be considered as creating a sign and therefore shall not require a sign permit.
 - 1. **REPLACING COPY.** The changing of the advertising copy of an approved painted or printed sign or on a theater marquee and similar approved signs which are specifically designed for the use of replaceable copy.
 - 2. **MAINTENANCE.** Painting, repainting, cleaning, light bulb replacement, and other normal maintenance and repair of a sign or a sign structure unless a structural change is made.

- B. **APPLICATIONS.** Application for a permit to construct or locate a permanent sign shall be obtained from the Village Zoning Administrator. The application shall include the following information.
 - 1. Name, address, telephone number of the landowner, developer, or petitioner.
 - 2. A map of the property at a scale of one (1") inch equals twenty-five (25') feet showing the location and type of existing structures on the site, property boundaries, location and type of structures or adjacent properties, road rights-of-way, entrances and exits onto the subject property and exact location of the proposed sign(s) with setback from all structures and property lines. The drawings submitted for sign permits must comply with all pertinent aspects of the approved site plan in instances where a site plan is required.
 - 3. An elevation drawing of the proposed sign(s) depicting its design, lettering, method of illumination and other relevant information. The dimensions of the height and length, and width of the sign(s) and height between ground elevation and the bottom of the sign, shall be noted.
 - 4. In the case of a wall sign, an elevation of the wall of the building on which the sign is to be placed, including a depiction of the wall sign at scale, shall be shown. The dimension of the building wall and the sign shall be depicted.
 - 5. The proposed dates of construction and completion of the sign.
 - 6. Structural information necessary to comply with all current building codes.

- 7. In the case of a portable sign, the length of time the proposed sign will be on the site.
 - 8. A fee shall be paid to Village of Lakewood Club for each sign permit. A schedule of fees shall be established and amended from time to time by the Village Board.
- C. **DURATION OF PERMIT FOR PORTABLE SIGNS.** All portable signs are subject to the restrictions outlined in the following Table of Special Purpose Sign Regulations and subject to the location restrictions for permanent signs in the applicable Zoning District. Each such sign shall require a permit if it is to be posted more than three (3) days.

Zoning District	Duration of Permit	Permits per Parcel
RESIDENTIAL(Non-Profit)	14 days	2 per year
AG/RES (All Other)	14 days	1 per year
COMMERCIAL	30 days	2 per year
INDUSTRIAL	30 days	2 per year

SECTION 503. MEASUREMENT OF A SIGN.

Measurement of a sign includes the entire area within a circle, triangle, or parallelogram enclosing the extreme limits of writing, representation, emblem, or any figure of similar character, together with any frame or other material or color forming an integral part of the display or used to differentiate the sign from the background against which it is placed. This excludes the necessary supports or uprights on which the sign is placed but includes any sign tower. Where a sign has two (2) or more faces, the area of all faces shall be included in determining the area of the sign, except that where two (2) such faces are placed back to back and are at no point more than two (2) feet from one another, the area of the sign shall be taken as the area of one (1) face if the two (2) faces are of equal area, or as the area of the larger face if the two faces are of unequal area. In the case of a sphere, the total area of the sphere shall be divided by four (4) to determine the maximum permitted sign area. The height of a sign shall be measured from the average grade of the lot at the setback line. If a sign includes a numeric address, the portion of the sign containing the address numbers shall not be counted toward the total square footage of the sign.

SECTION 504. TABLE OF SIGNS PERMITTED.

District	Type	# per Parcel	Size	Placement	Height
R-1	• Non dwelling use sign	1	24 sq. ft.	Within required yard	5 ft.
R-2		1	6 sq. ft.	Within required yard	4 ft.
R-3	• Small sign	1	2 sq. ft.	Any wall	Any wall
	• Wall Sign	1	32 sq. ft.	Within required yard	5 ft.
	• Portable				
B-1	• Wall	1	64 sq. ft.	Any wall	Any wall
B-2	• Monument	1	32 sq. ft.	Within required yard	8 ft.
	• Marquee/Canopy	1	64 sq. ft.	On structure	Height of highest eave
	• Portable	1	32 sq. ft.	Within required yard	8 ft.
	• Street Banners	see notes	see notes		n.a.
	• Electronic message board	1	32 sq. ft.	Within required yard	8 ft.
I-1	• Wall	1	60 sq. ft.	Any wall	Any wall
	• Monument	1	32 sq. ft.	Within required yard	8' at grade of lot line
	• Pole	1	32 sq. ft.	Within required yard	12' at grade of lot line
	• Portable	1	32 sq. ft.	Within required yard	5' at grade of lot line

NOTES TO TABLE

1. In the case of through lots (a lot or lots held under one ownership fronting on two (2) streets), on a street, one sign may be allowed per access.
2. In the case of a corner lot, situated on two (2) or more streets, signs may be permitted on each street.
3. Only one (1) monument sign shall be permitted on each lot, except that a business center shall be permitted one (1) monument sign for each major street frontage. A business center shall be allowed one (1) sign not exceeding one (1') foot by four (4') feet for each business within the business center. The entire sign shall not exceed eight (8') feet in height. If more than five (5) businesses are located in one (1) center, additional monument signs will be allowed using the same one (1') foot by four (4') foot signs. One (1) wall is allowed per individual business of thirty-two (32) square feet in a business center.

4. No premises other than through or corner lots shall be permitted more than two (2) signs of different types or more than one (1) sign of any particular type.
5. The height of wall signs may be up to the height of the wall or the maximum height.
6. Each business occupancy other than the ground floor shall be entitled to one (1) additional sign of the wall or flat type on the structure or incorporated within a permitted projecting sign. These wall signs shall not be larger than two-thirds (66%) of the permitted wall sign for the first floor business.
7. One (1) sign not exceeding four (4) square feet may be permitted per additional building entrance , exit or service window.
8. Parcels with greater than four hundred (400') lineal feet of frontage may be granted additional signage at the site plan review phase.
9. STREET BANNERS. Fabric signs suspended across streets advertising a public entertainment or event. A copy of the Village Road Commission permit must be on file with the Zoning Administrator prior to display of the banner. These signs may be displayed during the event being advertised and for no more than 14 days before and 4 days after it. Banners, streamers, pennants, balloons, and any fabric signs are considered temporary signs.
10. POLITICAL CAMPAIGN SIGNS. Signs up to an area of six (6) square feet for each parcel. Signs between six (6) and thirty-two (32) square feet require a permit and are not exempt from these requirements. These signs may be erected no more than thirty (30) days before, and must be removed no more than four (4) days after, the election for which they were made.
11. ELECTRONIC MESSAGE BOARDS. The message/symbol/picture change cycle of a changeable message sign shall be not less than thirty (30) seconds per message/symbol/picture.
12. NONDWELLING USE SIGNS. In the R-1, R-2 and R-3 districts, only nondwelling use signs may be illuminated.

SECTION 505. SIGNS EXEMPT FROM PERMIT REQUIREMENTS.

The following exempt Signs are allowed in all zoning districts within the Village. All exempt signs shall comply with setback provisions for the Zoning District in which they are located.

- A. CONSTRUCTION SIGNS. These signs may be displayed during the construction period, commencing with the issuance of a building permit. The signs shall have a maximum area of twenty (20) square feet. The signs shall be confined to the site of the construction and shall be removed no more than four (4) days after the beginning of the intended use of the project.

- B. **SMALL SIGNS.** In the R-1, R-2 and R-3 zoning districts, one (1) sign, no greater than six (6) sq. ft. or four (4') ft. in height is permitted without a permit, provided it is located within the required yard.
- C. **PRIVATE TRAFFIC DIRECTION SIGNS.** Signs located on private property, necessary to promote vehicular and pedestrian safety are exempt from permitting. These may include directional signs, parking signs, and other related signs at the discretion of the owner.
- D. **FLAGS.** Two (2) flags are allowed to be exempt from these regulations. If additional flags will be displayed no more than the time period allowed for a portable sign, the flag will be considered a portable sign and is subject to portable sign regulations. If the flag will be displayed more than the time period allowed for portable signs, the flag becomes a permanent sign and must be calculated into the total sign area allowed for a parcel. American flags are exempt from all regulation.

SECTION 506. PROHIBITED SIGNS.

Signs are prohibited which:

- A. Are of a size, location, movement, content, coloring, or manner of illumination which may be confused with or construed as a traffic control device or emergency vehicle.
- B. Obstruct a motorist's view of any traffic signs, street sign, or traffic signal.
- C. Are not properly anchored or secured to a building or the ground.

SECTION 507. ILLUMINATION.

- A. There shall be no flashing, oscillating, or intermittent, illumination of any sign located in the line of vision of a traffic control device or interfering with safe vision along any roadway, especially at intersections.
- B. All illuminated signs shall be designed and located to prevent the light from being cast upon adjoining residences.
- C. The illumination of any sign shall not be detrimental or annoying to surrounding property nor constitute a safety hazard, as determined by the Ordinance Enforcement Officer.
- D. In the R-1 and R-2 districts, only nondwelling use signs may be illuminated.

SECTION 508. NONCONFORMING SIGNS.

- A. Portable signs are not considered to be acceptable nonconforming structures.
- B. Nonconforming signs: Shall not be changed in such a way to remain nonconforming.

Shall not be altered structurally so as to prolong the life of the sign or so as to change the shape, size, type, or design of the sign unless such change renders the sign conforming.

SECTION 509. CONSTRUCTION AND MAINTENANCE.

- A. The construction of any sign shall be such that it will withstand all wind and vibration forces which can be normally expected to occur in the vicinity.
- B. All signs shall be properly maintained and shall not be allowed to become unsightly through disrepair or action of the elements.
- C. No sign permit shall be issued until the building and zoning inspectors are satisfied the sign to be constructed complies with the provisions of this Ordinance and will be constructed in a safe, sturdy and durable manner with proper bracing, anchorage and foundation.
- D. A sign shall not be erected or installed until a permit is first obtained from the Building Inspector.

SECTION 510. VIOLATIONS AND REMOVAL.

- A. Any sign erected, altered, or converted subsequent to the passage of this Article and in violation of any of the provisions thereof is hereby declared to be a nuisance per se.
- B. Upon discovery of a violation of this Chapter the Zoning Administrator shall provide written notice to the person in possession of the premises upon which the sign is erected as is reasonably available and to the owner of the premises upon which the sign is erected as shown by the records of the Township/Village Assessor. Such notice shall state the defects found upon inspection of the sign and order the sign to be brought into compliance with this Chapter or removed.
- C. The Zoning Administrator or his representative shall also post a copy of such notice upon the violating sign or upon the premises upon which the sign is erected. Such notice shall be sufficiently weatherproof to withstand normal exposure to the elements and shall be readily visible from the nearest public thoroughfare.
- D. If the violating sign has not been removed or brought into compliance with this Article within thirty (30) days from the issuance of the order specified in B. above, the Ordinance Enforcer or his deputies shall provide notice to the person in possession of the premises upon which the violating sign is erected and to the owner of premises upon which the sign is erected. The owner may request an interpretation of the Ordinance or an administrative decision at the Zoning Board of Appeals. Notice shall be provided in the same manner as in B. and C. above.
- E. If the Zoning Board of Appeals determines that the sign involved is in violation of this

Chapter he shall order the action necessary to bring the sign into compliance. Based upon competent evidence and testimony the Board of Appeals shall also establish a reasonable time by which the requirements of the order shall commence and shall be completed.

- F. If the decision and order provided for in E. above are not complied with in the specified time, the Ordinance Enforcement Officer may cause the violating sign to be removed and destroyed. The cost of removal, destruction, and disposal of the sign may be charged against the premises.
- G. Nothing in this Section shall prevent the Ordinance Enforcement Officer or Building Inspector from ordering the complete removal of any sign presenting an immediate threat to the safety of the public.

SECTION 511. ABANDONED SIGNS.

A sign shall be removed by the owner or lessee of the premises upon which the sign is located when the business is no longer conducted on the premises. If the owner or lessee fails to remove it within thirty (30) days of the termination of business, the Zoning Enforcement Officer, or a duly authorized representative, may remove the sign at cost to the property owner. When a successor to a defunct business agrees to maintain the signs as provided in this code, this removal requirement shall not apply.