

REGULAR MEETING

May 7, 2013

7:00 p.m.

There being a quorum present, Mayor Saunders called the meeting to order at 7:00 p.m.

Council members present: Rick Neumayer, Brandon Blue, Ann Fessenden Greg Allen and Tyrone Martin

Absent: None

Martin made a motion to approve the Consent Agenda to include the Minutes to the last meeting and budget review and payment of bills. Neumayer seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Public Comment:

None

Frank Steel presented the audit for Fiscal Year Ending September 30, 2012.

Allen made a motion to accept and approve the audit as presented. Neumayer seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Neumayer made a motion to designate the Kerens Tribune as the official newspaper for the next year. Allen seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Martin made a motion to accept designate the Kerens Branch of Prosperity Bank as the official bank depository for the next year. Fessenden seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Neumayer made a motion to approve all requested temporary street closures for Homecoming activities, July 4th Celebration, Youth Baseball games, the Christmas Parade and the Cotton Harvest Festival, Halloween, and Clean Kerens' street dance as well as to allow the Chief of Police and the City Administrator to approve other special events at their discretion. Martin seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Preliminary discussion of the budget for FYE 9/30/14 showed that a vehicle for Code Enforcement, a bulldozer, repairs to City Hall roof and Park Improvements were top of the "wish list". Scott will bring more information to the next meeting.

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The following Ordinance was read for the second and final time for consideration:

ORDINANCE NUMBER 13- 0507

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF KERENS, TEXAS, AMENDING CHAPTER 2 BY ADDING SECTION 9 OF THE CODE OF ORDINANCES OF THE CITY OF KERENS, TEXAS REGULATING SIGNS WITHIN THE CITY OF KERENS.

BE IT ORDAINED by the City Council of the City of Kerens, Texas that Chapter 2 of the City Code of Ordinances is hereby amended to add Section 9 to read as follows:

SECTION 9: Sign Regulations

A. PURPOSE

It is declared that the regulation of signs within the City of Kerens is necessary and in the public interest

1. to enhance the beauty of the landscape and the unique character of the City of Kerens;
2. to increase property values within the City of Kerens;
3. to facilitate the public safety, welfare, convenience and enjoyment of travel and the free flow of traffic within the City of Kerens;
4. to protect the general public from damage and injury which may be caused by the faulty and uncontrolled construction of signs within the City of Kerens;
5. to safeguard pedestrians and motorists of the City of Kerens from damage or injury caused by distractions and obstructions which are caused by improperly situated signs.

B. DEFINITIONS

1. Advertising Sign. Any sign which promotes or advertises commodities or services not offered on the premises where such signs are located off site.
2. Apartment Sign. Any sign identifying an apartment building or complex of apartments, on site.
3. Approved. Accepted by the Code Enforcement Officer as safe, structurally sound; not unsightly.
4. Banner. A temporary sign containing a worded message or graphic image composed of lightweight material secured or mounted so as to allow movement caused by wind.
5. Construction Sign. A temporary sign identifying the property owner, architect, contractor, engineer, landscape architect, decorator, or finances engaged in the design, construction or improvement of the premises on which the sign is located, on site.
6. Development Sign. Any temporary promotional sign pertaining to the development of land, on site.
7. Freestanding Sign. A detached sign permanently anchored in or attached to the ground.
8. Height. Measurement from the top of the curb of the nearest street adjacent thereto, or if there is no curb, from a point six inches (6") above the edge of the road surface, to the top of the sign structure.

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9. Identification Sign. Any sign used to identify shopping centers, industrial and commercial parks and retail districts. These signs are not intended to identify individual businesses or activities within the center or district, on site.
10. Illuminated Sign. Any sign internally illuminated by electric lights.
11. Incombustible Material. Any material which will not ignite at 122 degrees Fahrenheit or below, nor shall it continue to burn or glow at that temperature.
12. Institution Sign. Any sign used to identify a school, church, hospital or similar public institution.
13. Model Home Sign. Any temporary sign used to advertise a particular structure represented by a model or show home, on site.
14. Monument Sign. Any permanent, low profile sign on a monumental base, on site.
15. Multiple-Tenant Sign. A pole, monument or ground sign consisting of building identification and general business signs of the individual tenants.
16. Non-Profit Organization. An entity with funds and programs managed by its own trustees or directors, established to maintain or aid social, educational, charitable, religious or other activities serving the common welfare, i.e., schools, churches, KESA, etc.
17. Obsolete Sign. Any sign without a valid current permit, or one which is deserted, surrendered or forsaken, unused, given up or relinquished with intention of never resuming a right or interest therein.
18. Off Site. The sign referred to reflects goods, products or services provided at a location other than that which the sign occupies.
19. On Site. The sign referred to reflects goods, products, or services provided at a location which the sign occupies.
20. Pole Sign. A sign supported by and place upon poles or standards.
21. Political Sign. A temporary sign advertising a political candidate or part for elective office.
22. Portable Signs. A sign whose principal supporting structure is intended, by design, use or construction, to be used by resting upon the ground for support and which may be easily moved or relocated for reuse. A sign commonly recognized as a "portable sign."
23. Primary Sign. A sign left in place four (4) months or longer, the principal sign of a business.
24. Real Estate Sign. A temporary sign used to advertise the sale or lease of a piece of property, on site.
25. Required Set-Back. The distance from the property line or right-of-way line of all streets adjacent to the premises on which a sign is located.
26. Sign. Any surface, material or device visible from a public street and used for advertising with or without the display of letter, words, characters, designs, pictures or other information.
27. Sign Support. Any pole, post, strut, cable or other structural fixture or framework necessary to hold and secure a sign in a safe, structurally sound, and attractive manner.
28. Special Event. A particular occasion or purpose that only happens once a year or less often; An event that has a definitive beginning date, and ending date, not to exceed thirty (30) days. Must not be used to simply signify an

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- item currently sold, traded, or housed in the establishment, that is offered at the regular price, (Example: soft drink products sold here); (Acceptable Examples: grand opening, store closing, 25-year anniversary, etc.)
29. Stake Sign. A sign whose supporting structure is so designed and shaped usually by making one end pointed, so as to be erected and used by pushing, pounding, hammering or forcing it into the ground so as to allow quick and easy placement, removal or relocation.
 30. Subdivision Sign. A permanent sign used to identify a specific subdivision, on site.
 31. Temporary. Any sign displayed less than three (3) months.
 32. Traffic Movement Control Sign. A sign which directs vehicular or pedestrian movement within or into the premises on which the movement control sign is located.
 33. Vehicular Sign. Any sign on a vehicle.
 34. Wall Sign. Any sign attached to the face of a building or incorporated thereon, to advertise businesses in that building.

C. ADMINISTRATION

The provisions of this Section shall be administered as directed by the Code Enforcement Officer.

D. PERMITS

PART 1: PERMITS REQUIRED

1. No person shall erect, construct or relocate a sign or shall have a sign erected, constructed, or relocated except as provided in this article until a permit for such has been issued and the fee paid, except as otherwise provided in this section. The permit is valid for ninety (90) days. All work must be completed under a valid permit.
2. There shall be no permit required to restore/repair a sign to its original condition.
3. New signs require a permit. Major structural change of an existing sign requires a permit.
4. Any illuminated sign shall require a permit.
5. The Code Enforcement Officer or Building Inspector may suspend or revoke any permit issued under the provisions of this Section whenever he shall determine that the permit is issued in error or on the basis of incorrect or false information supplied, or whenever such permit is issued in violation of any of the provisions of this Section or any other ordinance of this City or laws of this state or the federal government. Such suspension or revocation shall be effective when communicated in writing to the person to whom the permit is issued, the owner of the sign or the responsible part of the premises upon which the sign is located.
6. Each establishment doing business within the City of Kerens shall be allowed one (1) banner at any given time, per business, and may only be used for a period of thirty (30) days. Beginning date will be day of permit issue. Each business may apply for a permit no more than four times per year.

PART 2: PERMIT PROCEDURE

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All applications for permits shall be made on forms provided by the Building Inspector and shall include:

1. A drawing of the proposed sign with its specifications (to include sign size and dimensions, sign height, and location of sign on property).
2. A drawing of all existing signs (not necessarily to scale), and their relationship to the new sign (to include signs on either side of subject property, all signage on subject property, and signage pertaining to this permit application).
3. Name and address of tenant and/or sign owner, and the property owner.
4. Statement of Sign Permit Applicant that he has permission of tenant/sign owner/or business owner to install said sign.
5. If the ownership or lease interest of any sign for which a permit has been issued changes, the permit holder shall provide this information to the City within thirty (30) days.
6. If it is necessary, in the opinion of the Building Inspector, an engineer's certification may be required on the sign drawings.

PART 3: SIGNS EXEMPT FROM PERMITTING PROCEDURES

Permits shall not be required for the following signs, provided, however, such signs otherwise comply with all other applicable sections of this Section:

1. Temporary signs – i.e., political signs, special event signs.
2. Business/Industry Real Estate Signs not exceeding thirty-two (32) square feet, advertising the sale or lease of business/industrial property.
3. Public signs of a non-commercial nature and in the public interest, such as safety, danger, trespassing, traffic, memorial, historical interest and the like, erected by or on the order of a public official in their performance of his public duty, are exempt from all the provisions of this Section, except for structural and safety regulations required by the Building and Electrical Codes of the City of Kerens.
4. Signs for City-sanctioned events shall be removed within five (5) working days after the event.

PART 4: PERMIT FEES

1. Every applicant, before being granted a permit to erect, construct, replace or relocate signage shall pay to the City of Kerens a minimum fee of twenty five (25) dollars in addition to any electrical or other structural building permits required by the Building and Electrical Codes of the City of Kerens.
2. If any work is started prior to obtaining a permit, the above specified fee shall be doubled to obtain the required permit. The double fee does not excuse full compliance with the provisions of this Section.
3. Refunds are at the discretion of the Building Official.
4. The Building Official shall be notified by the applicant within ten (10) working days after the erection of the sign is complete. The Building Official shall make an inspection to determine if the sign conforms to the City ordinances and code.

E. MAINTENANCE OF EXISTING SIGNS

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1. There shall be no permit required to restore/repair a sign to its original condition. However, major structural change of an existing sign requires a permit.
2. Every sign in the City, regardless of whether any permit is required for such sign, shall be maintained in a safe, presentable and sound structural and operational condition at all times. Signs not meeting the standards of good repair shall be subject to removal or repair after written notification by the Code Enforcement Officer to the sign owner or lessee. The sign owner or lessee shall be charged for the removal and disposal of said sign. If the sign owner or lessee cannot be notified, the property owner will be notified. If in the opinion of the Code Enforcement Officer, a sign has been damaged or is found to be in such a state of disrepair that it constitutes a hazard to the health, safety and welfare of the general public, the sign may be removed without prior notice to the owner or lessee.
3. All signs, together with all supports, braces, guys and anchors shall be kept in repair and unless of galvanized or noncorroding metal, shall be thoroughly painted as often as needed to maintain a neat appearance. The Code Enforcement Officer may order the removal of any sign that is not maintained in accordance with the provisions of this section. Such removal shall be at the expense of the owner or lessee.
4. If, in the opinion of the Code Enforcement Officer, any sign is structurally unsound, not properly maintained, or is unsightly, said officer will notify owner or lessee to remedy the problem within ten (10) days. If such order is not complied with within 10 days, the Code Enforcement Officer may remove such sign at the expense of the owner or lessee.

F. OBSOLETE SIGNS

1. Any sign now or hereafter existing which no longer advertises a bona fide business conducted or a product sold at said premises shall be removed by the owner, agent or person having the beneficial use of the building or structure upon which the sign may be found or associated within two (2) months after the said business has been closed.
2. The poles/supports for out-of-business signs may be left in place as long as the poles/supports do not violate safety or electrical codes and as long as there is reasonable expectation that the poles/supports can or will be utilized by the next owner, agent or person occupying the building. If the sign pole/support is in the right-of-way or is a nonconforming sign structure, it must totally be removed.

All signs, cabinets and parts to the obsolete sign (Except primary poles/supports, if in compliance) shall be removed from the premises and disposed of. If the obsolete sign or sign parts are not removed within the 2 month period, the Code Enforcement Officer is hereby authorized to cause removal of such sign, sign parts and sign pole/supports if not in compliance. The Code Enforcement Officer will send notice of this action to the owner and if owner fails to respond within a two-week period, the City will have sign removed. All expenses incidental to this sign removal shall be paid by the owner of

the land, building or structure to which sign is attached or upon which it is erected.

G. NONCONFORMING SIGNS

1. All signs existing at the time of the enactment of this section that are not conforming to the provisions therein shall be regarded as nonconforming signs. Such signs may be continued in use when properly and safely maintained
2. Nonconforming signs which are structurally altered, relocated or replaced shall comply immediately with all of the provisions of this article.
3. Any nonconforming sign which is damaged or has deteriorated to a point where its restoration cost exceeds 50 percent of its replacement value shall be removed.

H. SIGNS NOT REGULATED

The following types of signs shall be exempt from the provisions of this section. However, regulations regarding sign location in a public right-of-way or public access easement shall apply.

1. Governmental Signs: signs erected or maintained pursuant to and in discharge of any governmental function; required bylaw, ordinance or governmental regulation; or located on property owned, leased or under control of the federal or state government
Nothing in this article shall be construed to prevent the display of a national flag or state flag, or to limit flags, insignia, legal notices, or informational, directional, or traffic signs which are legally required necessary to the essential functions of government agencies.
2. Railway Signs: signs within or on railway property and placed or maintained in reference to the operation of such railway.
4. Utility Signs: signs marking utility or underground communication or transmission lines.
5. Signs not Visible from Street: signs where no part of such sign is visible from any public street.
6. Holiday Signs: temporary signs containing only holiday messages and no commercial advertising.
7. Signs on Persons: hand-held signs or signs, symbols or displays on persons or animals.
8. Plaques: commemorative plaques of recognized historical societies and organizations.
9. Mail boxes, Newspaper Racks; signs located on mail boxes, newspaper vending machines and curbside residential newspaper holders which identify the owner and address of the premises or the name of the newspaper sold or subscribed to; provided that such devices are not placed so as to interfere with the safe movement of pedestrians or vehicular traffic.
10. Signs on Outdoor Machines, Devices and Equipment: signs located on outdoor machines, devices or equipment which display the trademark, trade name, manufacturer, cost or operating service instructions or similar information, but do not advertise the business where located. This

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exemption includes, but is not limited to signs on coin-operated vending machines, fuel dispensing pumps, telephone facilities, automatic teller machines, automatic vacuum cleaners, amusement rides and similar machines, devices or equipment.

11. Athletic Fields: signs located on the field side of scoreboards and fences of athletic field.

I. PROHIBITED SIGNS

The following signs are hereby declared to be a nuisance and subject to removal by the City and stored as described herein.

Any sign declared to be a nuisance shall be removed as soon as possible or within twenty-four (24) hours whichever is sooner.

1. No sign shall be located on a public right-of-way or public access easement, except traffic regulatory signs and government signs. No sign shall overhang public property unless a variance is granted by the Board of Adjustment. Buildings with a zero lot line may install a sign that extends over the right-of-way for a maximum of eighteen (18) inches. Signs which extend over the right-of-way shall not be any closer than five (5) feet to the traffic lanes and must maintain a minimum of ten (10) feet clearance under the sign. For any sign overhanging in public property, an encroachment agreement is executed in accordance with the requirements of this article and applicable codes.

No person shall attach any sign, paper or material, or paint, stencil or write any name, number (except house number) or otherwise mark on any sidewalk, curb, gutter or street, except for City sanctioned events.

2. Any sign that contains statements, words, or pictures of obscene, indecent, or immoral character that will offend community public morals or decency is strictly prohibited.

3. No revolving beam or beacon of light resembling any emergency vehicle light shall be permitted as part of a sign display in any zoning district.

4. No sign shall be located so as to obstruct the vision or sight distance of motor vehicle operators or pedestrians at any street intersection, street crossing or other part of traffic concentration.

5. Imitation of traffic and emergency signs is prohibited. No person shall cause to be erected or maintain any sign using any combination of forms, words, colors, or lights, which imitates standard public traffic regulatory, emergency signs, or signals.

6. Portable signs are specifically prohibited. The prohibition of portable signs shall take effect six (6) months after adoption of this article.

7. No person shall attach or maintain any sign upon any tree or public utility pole or structure is prohibited. (*Kerens City Code Chapter 5 Section 1 Part 4 F*)

8. Any sign is prohibited which emits sound, odor, or visible matter which would serve as a distraction to persons within a public right-of-way.

9. Any sign not permanently or adequately attached to a building approved sign pole or structure is prohibited.

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10. Signs in or over right-of-way are prohibited except for special annual festival signs, such as Cotton Harvest Festival and other festivals or event approved by the City of Kerens. No sign shall be erected with the leading edge closer than five (5) feet from existing public right-of-way.

J. TEMPORARY SIGNS, SEARCH LIGHTS

1. Temporary construction signs are allowed when complying with the requirements of this article. Signs shall not be erected prior to the issuance of the building permit for said project. Such signs must be removed upon completion of the project.
2. Temporary political signs shall be removed within ten (10) days after the general or run-off election to which a sign may pertain or after the termination of a candidacy, whichever comes first. Public property, utility poles, public buildings, or public right-of-way shall not be used for political signs. Fines shall be assessed per violation according to city code.
3. Real Estate Signs:
 - a. Residential: Signs displayed in residential areas shall not exceed five (5) square feet for the main body of the sign plus an additional three (3) square feet for riders and appendages.
 - b. Commercial: Signs displayed in commercial areas shall not exceed 32 square feet.
 - c. Subdivision Development: Signs shall be removed from the site upon 75% occupancy of the subdivision.
 - d. Signs identifying model homes are considered real estate signs. No more than one sign per model home is permitted
4. Searchlights are allowed with a temporary seven (7) day permit. Placement and angle must meet with the approval of the Code Enforcement Officer.
5. Garage Sale signs shall be removed no later than one day following the close of the scheduled sale. No signs shall be posted on any tree or public utility pole. Fine will be assessed per violation in accordance with the provisions herein.
6. Balloons or Floating Devices: All balloons or floating devices shall be sufficiently anchored and shall require a permit if displayed more than one week and shall meet all applicable regulations.
7. Banners:
 - a. Banners must not be used for a primary sign (see Definitions).
 - b. Banners are to be used only for special events (see Definitions).
 - c. All banners displayed must be maintained in good repair and be readable.
8. Construction Signs:
 - a. Construction signs may not exceed sixty (60) square feet in size.
 - b. These signs shall be removed from the site upon issuance of a Certificate of Occupancy or upon completion of the project.
 - c. One stake sign not exceeding 4 square feet can be placed for each subcontractor during construction.
9. Development Signs/On Site:
 - a. Residential:

One sign per one street frontage can be placed.

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Development signs shall be removed from the site upon issuance of a Certificate of Occupancy.

b. Commercial:

- (1) One sign per one street frontage can be placed.
- (2) Development signs shall be removed from the site upon issuance of a Certificate of Occupancy.

c. Model Home Signs:

- (1) All model home signs shall be removed after a Certificate of Occupancy is issued for the structure.
- (2) Model Homes are limited to one (1) sign per home with a maximum area for four (4) square feet.

K. LIGHTING

The light from any illuminated sign shall be so shaded, shielded or directed so that the light intensity or brightness will not be hazardous or objectionable to the adjacent or surrounding areas or create a traffic hazard to operators of motor vehicles on public thoroughfares.

L. CONSTRUCTION

1. Signs shall be constructed of materials that are not subject to deterioration when exposed to the weather. Internally illuminated signs must be constructed of incombustible material or approved plastics.
2. No sign shall be erected in violation of the building code of the City of Kerens.

M. HEIGHT

No sign shall exceed thirty (30) feet overall height.

N. SETBACK

1. A sign used as the primary sign for a business will have a set-back of fifteen (15) feet from the right-of-way to the leading edge of sign.
2. The set-back of fifteen (15) feet shall not apply to monument signs; however the monument sign shall not be located in the right-of-way or within eight (8) feet of the curb. The monument sign shall also not be located in an area where a sidewalk would be placed.

O. ZONING

Types of signs shall be allowed in the zoning classifications as determined in the Zoning Ordinance.

P. TRAFFIC MOVEMENT CONTROL SIGNS

Movement control signs may be erected at any occupancy or any premises, other than a single family residence, and may be attached or detached, and may be erected without limit as to number, provided that such signs shall comply with all other applicable requirements of this section. The occupant of a premises who erects a movement control sign shall comply with the following requirements:

1. Any sign shall not obstruct view of traffic at automobile window height.
2. Signs shall not be placed in right-of-way.
3. Traffic movement control signs shall be exempt from setback requirements.

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4. The maximum size shall be twelve (12) square feet.

Q. VEHICULAR SIGNS

1. Signs are not allowed that are attached to or upon any vehicle where any such vehicle is allowed to remain parked in the same location or vicinity for a period of seventy-two (72) consecutive hours or more, or at frequent or extended periods of time, where the intent is apparent to use the vehicle and signs for advertising purposes.
2. Exempt signs: Construction trailers that have current building permits on construction sites.

R. WALL PAINTINGS

Any wall painting or mural used for advertising purposes shall require a permit.

S. HAND PAINTED SIGNS

Any hand-painted sign must be approved by the Planning and Zoning Commission except for signs prepared by a professional sign painter. Political signs which are in compliance with this section are exempt from this requirement.

T. FREE-STANDING SIGNS, POLE OR GROUND

1. Each free-standing building shall be allowed one free-standing sign.
2. Any multiple-tenant building, strip shopping center, mall or shopping center shall be required to utilize a Multiple-Tenant sign.
3. Any projecting or overhanging portion of a freestanding sign must be a minimum of ten (10) feet above any walkway and sixteen (16) feet above driveways and traffic areas.
4. A free-standing sign shall not exceed 150 square feet in area.
5. No sign shall exceed thirty (30) feet overall height.
6. Multiple-Tenant Signs:
 - a. Any multiple-tenant building, strip shopping center, mall or shopping center shall be required to utilize a Multiple-Tenant sign for its tenants.
 - b. In no case shall the Multiple-Tenant sign area exceed two hundred (200) square feet.
 - c. If the Multiple-Tenant sign is also used as an Identification sign, the size may be increased to two hundred sixty (260) square feet.
 - d. Multiple-Tenant and Identification signs may not be separate on the same frontage.
7. Monument Signs:
 - a. In no case shall the monument sign obstruct view of traffic at automobile window height.
 - b. The set-back of fifteen (15) feet shall not apply to monument signs; however, the monument sign shall not be located in the right-of-way or within eight (8) feet of the curb. The monument sign shall also not be located in an area where a sidewalk would be placed.
 - c. Only one monument sign per each street frontage is allowed.
8. Identification Signs:
 - a. Multiple-Tenant and Identification signs may not be separate on the same frontage.

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- b. The maximum area for Identification signs shall not exceed two hundred (200) square feet.
 - c. If the sign is also used as a Multiple-Tenant sign for the site, the size may be increase to two hundred sixty (260) square feet.
9. Subdivision Development Signs:
These signs shall be removed from the site at developer's expense upon 75% occupancy of the subdivision.
10. Apartment Signs:
a. The maximum area for apartment signs shall be eighty (80) square feet.
b. An apartment complex shall be limited to one identification sign for each street frontage.
11. Institutional Signs:
a. On Site – An institution shall be limited to one sign per each street frontage.
b. Off Site – An institution shall have no more than two off-ste signs, limited to sixteen (16) square feet each.
- U. WALL-MOUNTED SIGNS
- 1. Wall signs shall not exceed forty (40) square feet or the product of two (2) times the lineal footage of the wall area available to such signs or store frontage for which such signs are intended, whichever is greater. Such wall signs shall not exceed 75% of the width of the available wall area or store frontage. Wall signs shall not extend above the wall to which they are attached.
The exposed face of the sign shall be not more than twelve (12) inches from said wall at the nearest point. However, electric wall signs may project not more than eighteen (18) inches from said wall.
 - 2. Wall signs must be located on the building of the business they are advertising.
 - 3. Buildings with a zero lot line may install a sign that extends over the right-of-way for a maximum of eighteen (18) inches. Signs which extend over the right-of-way shall not be any closer than five (5) feet to the traffic lanes and must maintain a minimum of ten (10) feet clearance under the sign. For any sign overhanging in public property, an encroachment agreement is executed in accordance with the requirements of this section and applicable codes.
- V. FEE SCHEDULE FOR SIGNAGE PERMITS
Sign permit fee is \$25.00 per sign installed plus any electrical or other associated permits required to comply with the Building Code.
- W. VIOLATION AN OFFENSE
Any person, partnership, corporation, or other entity that violates or fails to comply with any of the provisions of this section shall be guilty of a misdemeanor, punishable by a fine not to exceed two hundred (\$200), with each day of continued violation to constitute a separate offense.
- X. EFFECTIVE DATE
This ordinance shall become effective upon final passage.
- Y. FUNCTIONAL STANDARDS TABLE
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Type of Sign	Sq.Ft. Max Area	Max Height	Lighting	Max Duration	# Signs Allowed
Advertising/Off Site (Billboards)			Yes	Permanent	No closer than 500 feet to a residence
Apartment/On Site	80	30 ft.	Yes	Permanent	1 ID per street frontage
Construction/On Site	60		Yes	Temporary	1 per site
Sub Contractors/ On Site	4		Yes	During Construction	1 Stake Sign per each Sub-Contractor
Development/ On Site			Yes	Temporary	1 per street frontage
Multiple-Tenant/ On Site	200/260	30 ft.	Yes	Permanent	1 per street frontage
General Business/On Site	150	30 ft.	Yes	Permanent	1 ground or pole sign per street frontage
Identification/ On Site	200/260	30 ft.	Yes	Permanent	1 per street frontage
Institutional/ On Site		30 ft.	Yes	Permanent	1 per street frontage
Institutional/ Off Site	16		Yes	Permanent	2 per institution
Model Home/ On Site	4		Yes	Temporary	1 per home
Monument/ On Site		30 ft.	Yes	Permanent	1 per street frontage
Political/ Off Site (Residential)	6		No	Temporary	
Political/ Off Site (Other)	32		No	Temporary	
Subdivision			No	Removed upon 75% occupancy	

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Development			No	Removed upon 75% occupancy	
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Martin made a motion to adopt the Ordinance as read. Neumayer seconded the motion. Votes:

For – Neumayer, Blue, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

Operations

- **Property Inspections** – Mowing letters have gone out. Mayor Saunders said to give Ross Washington 30 days to complete clean-up at 820 N. Goodman and to follow through.
- **Water Dept.** – No major problems to report.
- **Sewer Dept.** – No major problems to report.
- **Street Dept.** – Asphalt and gravel repairs continuing as weather permits.
- **Police Dept.** – Chief Miers coaching Little League tonight.
- **Animal Control** – No new problems.
- **Court** – No problems to report. Court was held today.
- **Tax Dept.** – Russell Hudson’s report shows 86.55% of current taxes collected as of April 30, 2013.
- **Office** – No problems.
- **Grants** – everything is on schedule.
- **Economic Development** –
- **Long Range Planning** – No new information.

Neumayer made a motion to adjourn the meeting. Martin seconded the motion.

Votes:

For – Neumayer, Blue, Allen, Fessenden, and Martin

Against – None

Passed – 5-0

With no further business to transact, Mayor Saunders adjourned the meeting at 8:00 p.m.

Jeffrey Saunders, Mayor

Attest:

Cindy Scott, City Secretary