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**ORDINANCE NO. O-2022-234**

**AN ORDINANCE AMENDING ZONING AND DEVELOPMENT CODE, CHAPTER 1, ARTICLE III, SECTION 1-50 AND CHAPTER 8, ARTICLE IX, CODE OF ORDINANCES (2018 EDITION), CITY OF ROUND ROCK, TEXAS, REGARDING SIGN DEFINITIONS AND REQUIREMENTS; AND PROVIDING FOR A SAVINGS CLAUSE AND REPEALING CONFLICTING ORDINANCES AND RESOLUTIONS.**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROUND ROCK,**

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**I.**

That Zoning and Development Code, Chapter 1, Article III, Section 1-50 of the Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended as follows, with the new definitions set forth below being appropriately inserted alphabetically:

**CHAPTER 1. INTRODUCTORY PROVISIONS**

**ARTICLE III. - DEFINITIONS**

Sec. 1-50. - Definitions.

The purpose of this section is to define words, terms and phrases contained within this code, unless otherwise specifically defined elsewhere herein. Definitions for words not defined below may be defined elsewhere in the City of Round Rock Code of Ordinances or found in Webster's Dictionary of the English language, unabridged, subject to interpretation by the PDS director.

Term	Definition
Business use	Land uses classified by the zoning ordinance as commercial or industrial, including places of worship, schools and similar institutional uses, governmental and civic uses, and mixed-use projects where a building contains residential and commercial Customary home occupations shall not be considered as business uses.
Cabinet sign	A sign which is internally lit and contains all its components and items of information within a single enclosure and whose perimeter is not shaped to the content of the sign and where the sign face is differentiated from the structure against or within which a sign face is placed. An internally lit backer board shall be considered a cabinet. Logos, pan-faced signs, raceways, taglines shall be exempt from this definition.

Decorative feature:	Any element including but not limited to planters, windmills, pillars, structures that serve as a logo, or similar element being used for decoration placed in conjunction with an area identification sign or entry feature. Planters shall only be considered decorative features when they are not part of the allowable base height of an area identification sign or entry feature.
Internal illumination (of a sign)	Lighting for a sign where conduits are housed within the sign or sign cabinet so that light shines through the front face of the sign.
Menu boards:	On-site signs for the purpose of displaying products offered at drive-thru areas or order windows at eating and drinking establishments.
Multifamily signs:	Any building sign, freestanding sign or entry feature identifying a multifamily housing development with a single building containing at least 12 units or with multiple buildings containing four or more units where the buildings are grouped together with a distinct identity.
Promotional signs	Signs and/or banners promoting drives or events of civic, philanthropic, educational, or religious organizations, certain events at business uses, or those promoting special events lawfully permitted pursuant to <u>Chapter 34</u> .
Re-facing:	Replacement of the contents within an existing cabinet or other existing sign-related frame structure. Re-facing is used to change out cabinet panels with new tenant graphics or to repair or freshen the look of an existing, previously approved sign.
Regional Attraction:	A land use designation in the City of Round Rock's comprehensive plan used for a parcel or tract of land intended for use as an entertainment venue, shopping or spectator sports arena/stadium which draws participants from outside of the Round Rock area.
Sign display area	The surface or face of a sign, as measured in accordance with Sec. 8-73, that can be used to identify, display, advertise, communicate, or otherwise represent items of information, exclusive of the sign structure.
Surround (of a sign)	The area framing the sign display area that is typically constructed of the same material of the sign's base for freestanding signs and is required when using a cabinet sign.

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**II.**

That Zoning and Development Code, Chapter 8, Article IX, Code of Ordinances (2018 Edition), City of Round Rock, Texas, is hereby amended to read as follows:

**ARTICLE IX. - SIGNS**

Sec. 8-70. - Purpose.

(a) The purpose of this article is:

- (1) To stimulate a healthy economy by:
  - a. Permitting businesses to inform, identify and communicate effectively; and
  - b. Directing the public through the use of signs on buildings and sites.
- (2) To protect and enhance the physical appearance of the community in a lawful manner by:
  - a. Providing standards for the appropriate design, scale and placement of signs;

- b. Satisfying the community's desires for signs that are attractive;
  - c. Avoiding sign standards which are so rigid and inflexible that all signs have a monotonous look and design;
  - d. Considering that areas outside the city may one day be annexed into the city; and
  - e. Addressing abandoned signs that may cause an area to look blighted.
- (3) To foster public safety along public streets within the community by:
- a. Ensuring that all signs are in safe and appropriate locations; and
  - b. Ensuring that the information displayed on a sign is clearly visible and legible so that a sign achieves its intended purpose without causing undue distraction.
- (4) To have administrative review procedures which are the minimum necessary to:
- a. Balance the community's objectives and regulatory requirements with the reasonable advertising and way-finding needs of businesses;
  - b. Allow for consistent enforcement of this chapter;
  - c. Address nonconforming signs;
  - d. Minimize the time required to review a sign permit application; and
  - e. Address changes in sign manufacturing technology, as necessary.

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18 Sec. 8-71. - Applicability and intent.

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20 (a) *Applicability.*

- 21 (1) A sign may be erected, placed, established, painted, created or maintained in the City of Round  
22 Rock and its extraterritorial jurisdiction only in conformance with the standards, procedures,  
23 exemptions, and other requirements of this chapter.
- 24 (2) Pursuant to the terms of V.T.C.A., Local Government Code § 216.902, the provisions of this  
25 section regulating signs shall be enforced in, and extended to the city's area of extraterritorial  
26 jurisdiction, except as provided below.
- 27 (3) The provisions of this section shall not be enforced in that portion of the city's extraterritorial  
28 jurisdiction that is in the Brushy Creek Municipal Utility District and that is also located more  
29 than 150 feet from the public right-of-way of RM 620 or RM 1431.

30 (b) *Intent.* The intent of this chapter as more specifically set forth herein, is:

- 31 (1) To establish a permit system to allow a variety of types of signs for business uses and for a  
32 limited variety of signs for other uses, subject to the standards and the permit procedures in this  
33 chapter.
- 34 (2) To establish sign development standards, that relate signs to the speed and function of the road  
35 type on which they appear or for areas identified by the city with separate standards appropriate  
36 for the designated area.
- 37 (3) To allow certain signs that are small, unobtrusive, and incidental to the principal use of the  
38 respective sites on which they are located, subject to the substantive requirements of this  
39 chapter, but without the requirement for permits.
- 40 (4) To provide for temporary signs in limited circumstances.
- 41 (5) To prohibit all signs not expressly permitted by this chapter.
- 42 (6) To provide for the enforcement of provisions of this chapter.

1 Sec. 8-72. - Signs exempt from the regulations.

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3 (a) The following signs shall be exempt from regulation under this chapter:

- 4 (1) Political campaign signs on private property.
- 5 (2) Any public purpose/safety sign, including regulatory signs, and any other notice or warning  
6 required by federal, state or local law, regulation or resolution.
- 7 (3) Works of art, including murals, which do not include a commercial message.
- 8 (4) Holiday decorations that do not contain a commercial message and are displayed only during  
9 the appropriate time of the year.
- 10 (5) Flags that are a symbol of government or political subdivision.
- 11 (6) Historic-age signs.
- 12 (7) Building markers.
- 13 (8) Information signs.
- 14 (9) Building addresses, except as required on freestanding signs.
- 15 (10) Barber poles.
- 16 (11) Signs placed on a fence on property owned or leased by a public or private educational  
17 institution with students in grades K through 12.
- 18 (12) Signs placed on a fence bordering an outdoor sports field or court on property operated by a  
19 not-for-profit community recreational organization.
- 20 (13) Advertising and informational signs internal to a concert venue, stadium, or similar use.
- 21 (14) Signs internal to a site so that they are not visible from a public right-of-way.

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23 Sec. 8-73. - Measurement standards.

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25 (a) The following standards shall regulate the computation of sign size and height:

26 (1) *Building signs.*

27 a. *Determining sign display area of building signs.*

- 28 1. For a building sign which is framed, outlined, painted or otherwise prepared and  
29 intended to provide a background for a sign display, the sign display area's  
30 dimensions shall include the entire portion within such background or frame.
- 31 2. For a building sign comprised of individual letters or other items of information on a  
32 wall or surface of the building or accessory structure or mounted on a raceway that  
33 blends in with the background onto which it is mounted, the sign display area's  
34 dimensions shall be the sum of the regular geometric shapes (rectangle, square,  
35 circle, triangle, etc.) encompassing individual items of information.
- 36 3. The allowable sign display area for each occupant shall be based on the occupant's  
37 frontage on a public right-of-way, private street, vehicle drive aisle, or public space  
38 internal to a multi-occupant center. Sign display area shall be calculated separately for  
39 each building frontage. For any occupant frontage with a wall that is on an angle to a  
40 roadway, the occupant frontage length shall be measured by taking 50 percent of the  
41 sum of the linear footage allowed for said roadways. The maximum square foot  
42 allowance of sign display area shall be calculated in the same manner.
- 43 4. The amount of display area for a wall sign may be affected by placement  
44 requirements found in Sec. 8-76.

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5. Clearance for building signs over pedestrian walkways shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign, including any framework or other embellishments.
  6. Where there is a non-principal building or structure, such as vehicle service canopies and structured parking facilities, signs shall be considered to be accessory signs and such signs shall not be counted against the sign area allowed for the business.
  7. When two identical sign display areas, such as on a projecting sign, are placed back to back so that both cannot be viewed from any point at the same time, and are part of the same sign, the sign display area shall be computed as the measurement of one side of the sign.
  8. The sign display area for all awnings/canopies shall not exceed the allowable square footage for this type of sign.
  9. Measurement of vehicle service canopy sign display area shall not include the background and striping on the face of a flat-roofed canopy.
  10. Window sign display area shall not be included in the total sign display area for building signs.

17 b. *Determining occupant frontage lengths for wall signs.*

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1. The facade length of the occupant frontage on the first floor shall be the basis for determining the permissible sign display area for building signs.
  2. Determining occupant frontage lengths.
    - (i) The length of any occupant frontage shall be equal to the wall length of a building elevation.
    - (ii) No portion of any building elevation shall be counted towards more than one occupant frontage, even when visible from two roadways.
    - (iii) The occupant frontage for a space in a building with multiple occupants shall be measured from the centerline of the demising wall separating the building unit.

27 (2) *Freestanding signs.*

28 a. *Determining area of freestanding signs.*

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1. For freestanding signs, the sign display area shall include any portion of the sign which contains items of information. When more than one sign makes up a freestanding sign, the individual signs shall be totaled to determine the sign display area. For a panel or cabinet contained in a freestanding sign, the sign display area calculation shall include the sign display area of the entire panel or cabinet. When individual letters are pinned to a freestanding sign, the sign display area's dimensions shall be the sum of the regular geometric shapes encompassing individual items of information or the area of each rectangle encompassing individual letters may be summed to determine the sign display area of a word.
  2. When two identical sign display areas are placed back to back so that both cannot be viewed from any point at the same time, and are part of the same sign structure, the sign display area shall be computed as the measurement of one side of the sign.
  3. For any freestanding sign that is on an angle at the intersection of two roadways that have different area standards, the total allowable sign display area shall be measured by summing 50 percent of the square footage allowed for each roadway.
  4. For an area identification sign, the sign display area shall be measured as a building sign is measured.

46 b. *Determining sign height for freestanding signs.*

- 1            1. The height of a freestanding sign shall be measured from the base of the sign or  
2            supportive structure at the finished grade, to the highest point of the sign, including all  
3            attached components.
- 4            2. The finished grade of a sign's location from which the height is measured shall be  
5            exclusive of any filling, berming, mounding, or excavating solely for the purpose of  
6            locating the sign. In cases where the finished grade cannot reasonably be determined,  
7            sign height shall be measured on the assumption that the finished grade at the base  
8            of the sign is equal to the nearest pavement or top of any pavement curb.
- 9            3. Clearance for freestanding signs shall be measured at the smallest vertical distance  
10           between finished grade and the lowest point of the sign, including any framework or  
11           other embellishments.
- 12           4. Freestanding sign display areas and sign lighting system equipment shall be at least  
13           14 feet above areas accessible to vehicles.
- 14           5. For any freestanding sign that is on an angle at the intersection of two roadways that  
15           have different height standards, the maximum allowable sign height shall be equal to  
16           the greater allowable height.

17    Sec. 8-74. - Criteria for determining sign standards: road types and special areas.

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19    (a) *Standards for signs shall be determined either by:*

- 20           (1) The type of road adjacent to the lot or multi-occupant center unless internal to the multi-  
21           occupant center;
- 22           (2) The type of road which an occupant frontage faces;
- 23           (3) The special area in which the sign is to be located; or
- 24           (4) The identification of the area as a regional attraction.

25    (b) *Additional criteria for special area signs and regional attraction signs.*

- 26           (1) When a sign is in a special area, the special area standards shall take precedence over road  
27           type, unless specified otherwise.
- 28           (2) When a sign is in an area identified as a regional attraction, alternate standards may be  
29           considered by the Zoning Administrator. Additional considerations for alternate standards shall  
30           include context sensitive consideration such as roadway, proximity to residential land uses, and  
31           existing signs in the area or corridor. In no instance shall an increase in the number of signs be  
32           granted.

33    (c) *Road types.* All roads fall within one of the following road types: freeways, commercial roads, and  
34    neighborhood roads. A roadway type may change over time. A roadway may have more than one  
35    type along its length. Sections of a neighborhood road containing only nonresidential uses may have  
36    signs utilizing commercial standards where no residential use is located within 100 feet of any new  
37    signs proposed on the lot.

38           (1) *Freeways.* For the purposes of this chapter, freeways shall include only the following roads:

39                    U.S. Interstate Highway 35;  
40                    State Highway 45/Louis Henna Boulevard; and  
41                    State Highway 130.

42           (2) *Commercial roads.* For the purpose of this chapter, commercial roads shall include the following  
43           roadways:

44                    Avery-Nelson Parkway;  
45                    A.W. Grimes Boulevard/FM 1460;  
46                    Bass Pro Drive;

1 Chandler Road;  
 2 Chisholm Trail (1200 to 2900);  
 3 Chisholm Valley Drive (400 to 420);  
 4 College Park Drive;  
 5 County Road 110 (5100 to 5600, 6250 to 6400, 6970 to 7230, 9050 to 9200);  
 6 County Road 112 (1800 to 2150);  
 7 County Road 172;  
 8 Cypress Boulevard;  
 9 Dell Way;  
 10 Deep Wood Drive (100-351);  
 11 Double Creek Drive (1200-2600);  
 12 Eagle's Nest Street (west of Sunrise Rd) (2800 to 3335);  
 13 Forest Creek Drive (2100 to 3600);  
 14 Gattis School Road;  
 15 Greenlawn Boulevard (1510 to 1550; 2300 to 3599);  
 16 Hesters Crossing Road;  
 17 Hoppe Trail;  
 18 IKEA Way;  
 19 Joe DiMaggio Boulevard;  
 20 Kenny Fort Boulevard;  
 21 Kiphen Road;  
 22 Kouri Avenue;  
 23 La Frontera Boulevard;  
 24 Limmer Loop (1 to 550);  
 25 McNeil Road;  
 26 Mays Street, North;  
 27 Mays Street, South;  
 28 Oakmont Drive;  
 29 Old Settlers Boulevard, East (1 to 3606);  
 30 Old Settlers Boulevard, West (1 to 1200);  
 31 Palm Valley Boulevard (U.S. Hwy. 79);  
 32 Parker Drive;  
 33 Picadilly Drive (2514 to 2616);  
 34 Red Bud Lane (2002 to 2885);  
 35 Red Bud Lane, North (100 to 201; 1980 to 2100);  
 36 RM 620;  
 37 RM 1431;  
 38 Round Rock Avenue;  
 39 Sam Bass Road (600 to 2111; 2700 to 2715);  
 40 Steam Way;  
 41 Sundance Parkway;  
 42 Sunrise Road (2499 to 4399);  
 43 University Boulevard;  
 44 University Oaks Boulevard;  
 45 Wolle Lane; and  
 46 Wyoming Springs Drive (7000 to 7231).

47 (3) *Neighborhood roads.* For the purposes of this chapter, any road not classified as a freeway or  
 48 commercial road shall be considered to be a neighborhood road.

49 (d) *Special areas.* The special areas are as follows:

50 (1) *Original settlement (OS) special area(s).* The areas that shall adhere to the requirements  
 51 pertaining to this special area are:

52 a. *Historic overlay (H).* Any tract of land that is part of an historic district or has historic  
 53 overlay zoning on any portion of the tract.

54 b. *Chisholm Trail overlay (CT).* Any tract of land that has Chisholm Trail overlay zoning.

1 c. *Palm Valley overlay (PV)*. Any tract of land that has Palm Valley overlay zoning.

- 2 (2) *Downtown development area (DT) special area*. The downtown development area special area  
3 is defined geographically beginning with the eastern edge of the northbound frontage road of  
4 IH-35 where it crosses the approximate centerline of Brushy Creek, then proceeding south  
5 along said edge of the northbound frontage road to the approximate centerline of the northern  
6 most trace of the Union Pacific Railroad, then proceeding northeast along the approximate  
7 centerline of the northern most tract of the Union Pacific Railroad to the western line of the  
8 original P.A. Holder Survey, then proceeding north along said western line of the survey (east of  
9 College Street) to the approximate centerline of Brushy Creek, then proceeding west along the  
10 approximate centerline of Brushy Creek to the eastern edge of the northbound frontage road of  
11 IH-35, being the point of beginning.

12 Any parcel that is in the downtown development area and which has frontage on IH-35 or US  
13 Hwy. 79, may use road type standards for said roadways rather than DT special area standards  
14 unless standards are specifically provided for these road types for this special area.

15 Sec. 8-75. - General illumination standards.

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17 (a) The following standards shall apply to illumination of signs:

- 18 (1) The brightness and intensity of an illuminated sign shall not be greater than necessary to meet  
19 reasonable needs of the business or use served.
- 20 (2) No sign shall be illuminated to such intensity or in such a manner to cause a glare or brightness  
21 to a degree that it constitutes a hazard or nuisance to vehicular traffic, pedestrians or adjacent  
22 sites.
- 23 (3) No sign may be illuminated with fixtures that allow for the unshielded upward transmission of  
24 light.
- 25 (4) No exposed neon tubing shall be used without the use of a clear face over the front of the sign.  
26 The prohibition of neon shall not prevent the use of LED contour lighting, or similar, as approved  
27 by the Zoning Administrator.
- 28 (5) When bare lightbulbs are utilized protruding from the sign face, they must be integral to the  
29 design of the sign, as determined by the Zoning Administrator.
- 30 (6) Temporary signs shall not be illuminated.

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32 Sec. 8-76. - Building sign standards.

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34 (a) The following standards shall apply to all building signs:

- 35 (1) Building signs shall be integrated with the primary physical features of the building and shall  
36 complement the building architecture.
- 37 (2) All building sign materials for which a permit is issued shall have a minimum five-year warranty,  
38 with the exception of banners, new occupancy banners, building scrims, and signs for  
39 temporary uses.
- 40 (3) The sign display area for building signs shall be determined by linear feet of the occupant  
41 frontage, and the roadway or special area where the building is located, as set forth in  
42 subsections (b), (c), (d), and (e) below.
- 43 (4) The sign display area for wall signs shall be the maximum square foot allowance or the square  
44 feet of sign display area per one linear foot of occupant frontage, based on roadway type or  
45 special area, whichever measurement is less.
- 46 (5) Each occupant may have multiple building signs as long as the total building sign display area  
47 of wall signs, hanging and projecting signs, awning/canopy signs, and fascia mounted signs  
48 does not exceed the total allowance for wall signs for each occupant frontage.



- 1 (6) Building signs not related to businesses located in the respective building are prohibited.
- 2 (7) The following standards shall be utilized in the determination of road type for building signs:
- 3 a. In order to determine the roadway for an occupant frontage, a building that has frontage on
- 4 a road shall utilize the standards for that road for a single occupant or an occupant facing
- 5 the roadway in a multi-occupant center, but not internal to the center.
- 6 b. For occupant frontages that are internal to a multi-occupant center, the following shall
- 7 apply:
- 8 1. Occupant frontages internal to a multi-occupant center with frontage on a freeway or
- 9 commercial road shall utilize commercial road sign standards.
- 10 2. Occupant frontages internal to a multi-occupant center with frontage on a
- 11 neighborhood road on any side of the center shall utilize the neighborhood road sign
- 12 standards.
- 13 3. For occupant frontages not in a multi-occupant center and not facing a public right-of-
- 14 way, the standard for square feet of sign display area for an occupant not facing a
- 15 public right-of-way shall be utilized.
- 16 c. When an occupant's frontage is in a special area, special area standards shall apply,
- 17 unless a specific road is identified.
- 18 (8) For buildings greater than two stories, building signs shall be placed on the uppermost story
- 19 adjacent to the top of the building and/or on the ground floor adjacent to public entrances.
- 20 (b) *Wall signs.*

Wall Signs							
Building Criteria	Building shall have a plane that can accommodate the placement of a sign.						
Number, Amount of Building Signage/ Items of Information	When maximum square footage of sign display area for wall signs is less than 100 square feet, an additional ten square feet of sign display area of wall signs, hanging or projecting signs, awning/canopy signs, or fascia mounted signs shall be permitted. Regardless of the length of frontage, the owner/occupant is entitled to a sign of at least 20 square feet, with the exception of properties zoned MU-L which shall be limited to eight square feet.						
Sign Size By Road Type or Special Area per Occupant Frontage (Amount allowed shall be whichever measurement is less)	Freeway	Commercial Road	Neighborhood Road	Not Facing a Public ROW	Special Area - OS; DT	Sharing Property Line with SF or TF Zoned Lot; sharing property line with single family use in MU-1, MU-2, or MU-L districts	
Maximum square feet of sign display	300 square feet. Large building display areas:	200 square feet. Large building display areas: 400 square feet	75	none	40 square feet. 8 square feet maximum for	8	The minimum

	area	<p>400 square feet maximum when occupant frontage exceeds 100 feet and square footage of ground floor of a business use is greater than 50,000 square feet.</p> <p>600 square feet maximum when occupant frontage exceeds 200 feet and square footage of ground floor of a business use is greater than 100,000 square feet.</p> <p>The minimum square footages shall not apply to institutional, governmental, or residential uses.</p>	<p>maximum when occupant frontage exceeds 100 feet and square footage of ground floor of a business use is 50,000 square feet.</p> <p>600 square feet maximum when occupant frontage exceeds 200 feet and square footage of ground floor of a business use is greater than 100,000 square feet.</p> <p>The minimum square footage shall not apply to institutional, governmental, or residential uses.</p>			<p>properties with MU-L zoning.</p> <p>Multi-story buildings with three stories or greater in the (DT) special area may use one square foot for each linear foot of occupant frontage for building signs not facing a public right-of-way for visibility from IH-35.</p>	<p>and bonus shall not apply to properties sharing property line with SF or TF zoned lot; sharing property line with single-family use in MU-1, MU-2, or MU-L districts.</p>
	Square feet of sign display area per one linear foot of occupant frontage	2.50	2.0	1.50	1	1	0.25
Placement (on building)	A distance of no less than ten percent of the smallest dimension of the entire sign display area of a wall sign shall be provided around the entire sign display area and from any architectural features. For buildings greater than two stories, signs shall be placed on the uppermost story adjacent to the top of the building and/or on the ground floor adjacent to public entrances.						
Materials & Design	All surfaces of a sign shall be finished. Signs shall be mounted to a building so that the attachment device shall not be visible or discernible. Wall signs exceeding 16 square feet of sign display area shall not be a single, flat surface. In no instance, shall more than two flat panel signs be permitted when the total sign area allowed is less than or equal to 75 square feet and no more than three flat panels when the sign area allowed is greater than 75 square feet. Wall signs shall be constructed of rigid materials such as wood, metal, and plastic, or an equivalent material. Banners and banner material shall not be used as solid faces on wall signs. Where internally lit signs are permitted, tag lines and pan-faced signs shall be permitted as wall signs. No visible plastics of any kind are permitted on wall signs in the OS or DT special areas with the exception of high-density urethane or similar coated product or vinyl coatings used as a paint equivalent. Cabinet signs shall not be permitted as wall signs, unless expressly permitted by this code.						
Lighting	Internal illumination shall be permitted with the exception of in OS and DT special areas. External						

	illumination and illumination by halation are permitted except when sharing a property line with a SF of TF zoned lot or when an MU-1 or MU-2 property shares a property line with a single-family use. Illuminated signs are prohibited for properties with MU-L zoning in the DT special area.
Electronic Messaging Center (EMC)	Prohibited.

1 (c) *Hanging and projecting signs.*

Hanging and Projecting Signs							
Building Criteria	A hanging sign shall be comprised of a panel placed hanging, typically over a defined walkway. Projecting signs shall have a wall from which the sign shall project where the sign shall be perpendicular to a building facade.						
Number, Amount of Building Signage/Items of Information	This type of sign shall only be permitted if total sign display area of all building signs does not exceed the square footage allowance for wall signs.						
Sign Size By Road Type or Special Area per Occupant Frontage		Freeway	Commercial Road	Neighborhood Road	Not Facing a Public ROW	Special Area - OS; DT	Sharing Property Line with SF or TF Zoned Lot
	Maximum square feet of sign display area	20	16	10	10	8	4
Placement (on building)	A minimum of eight feet of clearance shall be required from the finished grade to the bottom of the sign for any sign projecting over a pedestrian area. Hanging and projecting signs may hang or project over a sidewalk in a public right-of-way when the front portion of a building or canopy is in or within two feet of the right-of-way.						
Materials & Design	Sign shall be painted or sealed wood, or painted or enameled metal on neighborhood roadways and in OS and DT special areas. Freeways and commercial roadways may utilize the same materials as wall signs.						
Lighting	External illumination is permitted. Internal illumination and illumination by halation shall be permitted with the exception of on neighborhood roads and in OS and DT special areas.						
Electronic Messaging Center (EMC)	Prohibited.						

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3 (d) *Awning/canopy signs.*

Awning/Canopy Signs	
Building Criteria	Signs shall be integrated into the awning/canopy unless the awning/canopy is made of a rigid material projecting from a building and parallel to the ground, in which case the sign may be mounted onto it.
Number,	This type of sign shall only be permitted if total sign display area of all building signs does not

Amount of Building Signage/Items of Information	exceed the square footage allowance for wall signs. The maximum square feet of sign display area for awning/canopy signs applies to total amount of information on all awnings/canopies combined.						
Sign Size By Road Type or Special Area per Occupant Frontage		<b>Freeway</b>	<b>Commercial Road</b>	<b>Neighborhood Road</b>	<b>Not Facing a Public ROW</b>	<b>Special Area - OS; DT</b>	<b>Sharing Property Line with SF or TF Zoned Lot</b>
	Maximum square feet of sign display area	60 square feet with no more than 50 percent of the awning covered with items of information. When the canopy sign is placed on a rigid canopy with a flat roof in front of a wall or parapet, the square footage allowance for a wall sign may be utilized.	40 square feet with no more than 33 percent of the awning covered with items of information. When the canopy sign is placed on a rigid canopy with a flat roof in front of a wall or parapet, the square footage allowance for a wall sign may be utilized.	20 square feet for an awning or canopy. If building frontage exceeds 100 linear feet, 75 square feet shall be permitted on rigid canopy where a wall or parapet extends above the canopy.	20	12 square feet. If building frontage exceeds 200 linear feet, 40 square feet with no more than 33 percent of the awning covered with items of information can be utilized.  8 square feet maximum for properties with MU-L zoning.	0
Placement (on building)	Signs attached to the top of a rigid awning/canopy shall not project above the wall or parapet. Eight feet of clearance shall be required underneath any sign.						
Materials & Design	Signs applied to a flexible surface such as fabric, shall be integrated into the fabric. Signs attached to a rigid awning/canopy shall be made of painted or enameled metal or painted or sealed wood. When internal illumination or illumination by halation are permitted on rigid canopies, channel letters utilizing translucent material are allowed.						
Lighting	No illumination shall be integrated into signs on fabric awnings. On neighborhood roads and in special areas, illumination shall not be permitted except by external illumination attached to a building or integrated into a rigid awning/canopy. Internal illumination and illumination by halation are permitted on rigid canopies only on commercial roads and freeways.						
Electronic Messaging Center (EMC)	Prohibited.						

1 (e) *Fascia-mounted signs.*

<b>Fascia-mounted Signs</b>	
Building Criteria	Signs shall be mounted onto the fascia of a roof on the elevation of a building containing the primary entrance. This type of sign shall only be permitted in situations where a building has a pitched roof which begins less than two feet above the door frame, and no canopy is present.
Number,	This type of sign shall only be permitted for buildings with frontage on a freeway or commercial

Amount of Building Signage/Items of Information	road.						
Sign Size By Road Type or Special Area per Occupant Frontage		Freeway	Commercial Road	Neighborhood Road	Not Facing a Public ROW	Special Area - OS; DT	Sharing Property Line with SF or TF Zoned Lot
	Maximum square feet of sign display area	200	160	0	160 for lots with freeway frontage; 0 for all other lots	0	0
	Square feet of sign display area per one linear foot of occupant frontage	2.0	2.0	0	2.0	0	0
Placement (on building)	Signs attached to the face of or with brackets or mountings installed on a fascia shall not project above the peak of the portion of the roof to which it is attached. No more than 25 percent of the height of the sign shall be permitted to extend below the bottom of the fascia. Portions of any sign extending below the fascia shall maintain eight feet of clearance. When taglines are incorporated, they must be backed by the fascia.						
Materials & Design	Signs shall be channel letters, cut letters, or taglines. All portions of a sign shall be constructed of rigid materials.						
Lighting	Internal illumination, external illumination, and illumination by halation are permitted.						
Electronic Messaging Center (EMC)	Prohibited						

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Sec. 8-77. - Special purpose building sign standards.

(a) *Vehicle service canopy signs.*

Vehicle Service Canopy Signs							
Building Criteria	Signs shall be permitted on a canopy that covers a vehicle service area that is an accessory structure not attached to a building.						
Number, Amount of Building Signage/Items of Information	Flat-roofed canopy: Vehicle service canopy maximum sign display area shall be considered as accessory signs and shall be calculated separately from the maximum building sign display area for wall signs. Pitched-roof canopy: Up to two hanging signs with a maximum sign display area of ten square feet each shall be permitted on a pitched canopy.						
Sign Size By Road Type or Special Area per Occupant Frontage		Freeway	Commercial Road	Neighborhood Road	Not Facing a Public ROW	Special Area - OS; DT	Sharing Property Line with SF or TF Zoned Lot

	Percent Coverage on face of all flat-roof canopy types	25	25	25	0	25	0
	Maximum square feet of sign display area attached to a pitched-roof canopy per occupant frontage	10	10	10	10	10	0
Placement (on building)	Signs shall be placed on or be an integral part of the face of a flat-roofed canopy. Hanging signs shall be permitted to hang from an eave of a pitched canopy or may be affixed to the fascia on the non-gabled sides of the canopy. No sign shall extend above the top edge of a flat roof or peak of a pitched roof.						
Materials & Design	All surfaces of a sign shall be finished. All signs shall be constructed of rigid materials such as wood, metal, and plastic, or an equivalent material.						
Lighting	Internal illumination shall be permitted with the exception of in OS and DT special areas. External illumination and illumination by halation are permitted.						
Electronic Messaging Center (EMC)	Prohibited.						

1

2 (b) *Parking garage signs.*

Parking Garage Signs							
Building Criteria	Signs shall be permitted on any structure used solely for the purposes of parking.						
Number, Amount of Building Signage/Items of Information	Parking garage maximum sign display area shall be considered as accessory signs and shall be calculated separately from the maximum building sign display area for wall signs.						
Sign Size By Road Type or Special Area per Occupant Frontage (Amount allowed shall be whichever measurement is less)		Freeway	Commercial Road	Neighborhood Road	Not Facing a Public ROW	Special Area - OS; DT	Sharing Property Line with SF or TF Zoned Lot
	Maximum square feet of sign display area	300	300	200	100	200	0
	Square feet of sign display area per one linear foot of occupant frontage	0.5	0.5	0.5	0.25	0.25	0
Placement (on building)	Parking garage signs shall be placed flush to a facade and a distance of no less than ten percent of the smallest dimension of the sign display area shall be maintained as a margin around the entire sign display area. Signs are prohibited above any wall plane of a garage.						
Materials & Design	Cabinet signs are prohibited for external commercial messages on the exterior of the structure. Cabinet signs may be used for incidental signs.						
Lighting	Internal illumination, external illumination and illumination by halation are permitted.						
Electronic Messaging Center (EMC)	Prohibited except for incidental signs.						

3

- 1 (c) *Banners*. Banners shall meet the following standards:
- 2 (1) A sign permit shall be required for the display of all banners.
- 3 (2) No more than one banner shall be displayed at a time for each occupancy, including new  
4 occupancy banners.
- 5 (3) Banners shall not exceed 15 square feet in area, unless the occupant frontage onto which the  
6 banner shall be placed exceeds 80 linear feet, then a banner may have a maximum area of 40  
7 square feet.
- 8 (4) Banners may be placed in the following locations:
- 9 a. The entire banner must be attached and parallel with a wall and shall not cover any part of  
10 a building's windows or doors. In cases where the architecture of the building cannot  
11 accommodate a banner, other locations may be considered by the Zoning Administrator.
- 12 b. In cases where a single occupant business use is located a minimum of 75 feet from the  
13 edge of the right-of-way or has other visibility issues, the Zoning Administrator may  
14 consider a freestanding banner location. This shall not apply to single occupants in a multi-  
15 tenant center.
- 16 (5) Banners promoting an aspect of a business may only be attached to the building or unit which  
17 houses the business.
- 18 (6) A banner permit may be issued for between one and 12 consecutive weeks. The duration of all  
19 banner permits at an establishment may not exceed a total of 12 weeks in a 12-month period.
- 20 (7) Banners shall not be tattered, torn or faded and shall remain tautly attached.
- 21 (8) If a banner is found to be in violation of this section for 30 days or more, a permit for any type of  
22 banner shall not be issued for 12 months to the occupant from the date of the original violation.
- 23 (d) *Banners for a new occupancy or use*. Banners for a new occupancy or use shall meet the following  
24 standards:
- 25 (1) A sign permit shall be required. A separate fee for the banner for a new occupancy or use shall  
26 not be required if the applicant concurrently submits a permit application for a permanent sign.
- 27 (2) One banner shall be allowed for each single occupancy structure or for each occupant frontage  
28 in a multi-occupant center or building and is prohibited to be displayed at the same time as a  
29 banner in subsection (c) above.
- 30 (3) Banners shall not exceed 40 square feet in area.
- 31 (4) The entire banner must be attached and parallel with the wall and shall not cover any part of a  
32 building's windows or doors. When a banner cannot be located as described above, alternative  
33 locations may be considered by the Zoning Administrator.
- 34 (5) Banners promoting an aspect of a business may only be attached to the building or unit which  
35 houses the business.
- 36 (6) A banner for new occupancy or use shall be allowed for a maximum of 90 days within the first  
37 three months of establishment of such new occupancy or use in lieu of a permanent sign. This  
38 banner shall be removed when a permanent sign is installed. The Zoning Administrator may  
39 approve extensions in weekly increments to accommodate delays in permanent sign  
40 installation.
- 41 (7) Banners shall not be tattered, torn or faded and shall remain tautly attached.
- 42 (8) If a banner is found to be in violation of this section for 30 days or more, a permit for any type of  
43 banner shall not be issued for 12 months to the occupant from the date of the original violation.
- 44 (e) *Building scrim sign*.
- 45 (1) A sign permit shall be required for a building scrim sign.

- 1 (2) One building scrim sign shall be permitted for a building that is at least two stories tall.  
2 One building at a time shall be permitted to display a scrim sign in a nonresidential development  
3 that would qualify for an area identification sign.
- 4 (3) A building scrim sign shall not be displayed for a period exceeding 60 consecutive calendar  
5 days per permit with a maximum of two permits issued in any consecutive 12-month period.
- 6 (4) Building scrim signs shall not be tattered, torn or faded and shall remain tautly attached.
- 7 (f) *Building signs for temporary occupants of a business use.* For building signs for temporary  
8 occupants, one sign may be permitted per occupant frontage of a business use occupying a space  
9 for seasonal use or similar. The total square footage shall be no larger than the square foot limit  
10 allowed for wall signs on a designated roadway not to exceed 64 square feet, and the flat panel size  
11 restriction for wall signs shall not apply. When the material is semi-rigid, all-weather material such as  
12 coroplast, the flat panel size shall be limited to 16 square feet. All other wall sign standards shall  
13 apply. The sign shall be displayed for a period not to exceed 120 days.
- 14 (g) *Directory signs.* For the purpose of identifying individual tenants in a building with multiple tenants,  
15 the total sign area for all panels in a directory sign shall not exceed six square feet.
- 16 (h) *Home occupation sign.* In areas zoned for SF-1, SF-2, SF-3, SF-D, or TF, for the purpose of  
17 identifying a customary home occupation, as defined in Sec. 2-93, one home occupation sign shall  
18 be permitted. Such sign shall be attached flat against the wall of the house and shall not exceed two  
19 square feet in surface area.
- 20 (i) *Window signs.* Window signs are allowed with the following conditions:
- 21 (1) Window sign display area shall not be included as part of the total signs display area of building  
22 signs.
- 23 (2) Total sign display area of all window signs on any elevation of a building shall not cover more  
24 than 50 percent of the glazing on an elevation.
- 25 a. Perforated vinyl (50/50) and translucent window coverage shall be considered to be window  
26 sign coverage.
- 27 b. No more than 50 percent of any window within four feet surrounding the main entrance shall  
28 be covered with window signs for visibility into and out of a business use.
- 29 (3) Window signs in OS and DT special areas shall not be illuminated.
- 30 (j) *Incidental building signs.* For those incidental signs that are not internal to a site, the maximum  
31 allowable square footage of sign display area shall be less than or equal to 25 percent of the total  
32 wall sign area allowed per occupant frontage. Temporary signs made of material with less than a  
33 five-year warranty, such as, but not limited to posters, shall be framed and have a protective cover  
34 over the sign display area.

35  
36 Sec. 8-78. - Freestanding sign standards.  
37

- 38 (a) The standards for freestanding signs shall be determined by the roadway adjacent to the lot or the  
39 special area in which the lot is located.
- 40 (b) The display of the property address number shall be required on the sign structure of freestanding  
41 monument and pylon signs, but shall not be counted in the calculation of sign display area.
- 42 (c) *Determining eligibility for freestanding signs.*
- 43 (1) Freestanding signs shall only be permitted for a business use.
- 44 (2) At least one freestanding monument sign shall be allowed per lot.
- 45 (3) Other types of freestanding signs may be permitted in lieu of a monument sign, depending on  
46 the type of sign and the size of the lot.



- 1 (4) Low-profile signs may be permitted in addition to monument and pylon signs.
- 2 (d) *Determining the location of freestanding signs.* The location of freestanding signs shall meet the  
 3 following standards:
- 4 (1) A sign shall have a minimum front setback of three feet and a minimum side setback of five feet.
- 5 (2) A sign shall not be located in or project over a public utility easement unless authorized by all  
 6 applicable utility providers and the city.
- 7 (3) Signs shall not be located in parking spaces, drive aisles or any other areas that impede  
 8 vehicular movement or maneuverability.
- 9 (4) Any sign located within a sight visibility triangle shall be no more than three feet in height.
- 10 (5) Signs shall be located within the same lot or multi-occupant center as the business use, except  
 11 as expressly exempted in this chapter.
- 12 (6) No freestanding sign or any projection of said sign shall be in or project over a public right-of-  
 13 way.
- 14 (7) Where the front setback of a building is less than ten feet, freestanding signs shall meet the  
 15 freestanding sign size and type allowed for OS and DT special areas.
- 16 (8) Placement of signs shall meet all other requirements associated with this Code.
- 17 (e) *Number and spacing requirements for freestanding signs.*
- 18 (1) The number of freestanding signs varies depending on the size of the lot and the length of a  
 19 site's frontage on a roadway.
- 20 (f) All non-rigid plastics shall have a minimum five-year warranty and are only permitted on the face of a  
 21 cabinet sign.
- 22 (g) *Electronic messaging centers (EMCs)/changeable message.* Changeable message using EMCs  
 23 shall meet the following requirements:
- 24 (1) Standards for EMC signs are provided by sign type.
- 25 (2) EMC signs shall only be permitted on freestanding signs, with the exception of theaters which  
 26 are allowed to place EMCs on buildings.
- 27 (3) EMCs are prohibited on neighborhood roads, or in OS and DT special areas, with the exception  
 28 of community facilities, schools, places of worship, and fuel station priceers.
- 29 (4) Except as provided in subsections (5) and (6) below, one EMC sign is permitted per lot.
- 30 (5) One EMC sign is permitted per multi-occupant center of less than five acres.
- 31 (6) One EMC sign is permitted per road frontage for a multi-occupant center of five acres or more.
- 32 (7) EMCs shall not change their message more than once every eight seconds and shall not be  
 33 animated. Transitions shall be static/instant, with a transition time of one second or less.
- 34 (8) The illuminance of an EMC shall be measured with an illuminance meter set to measure foot  
 35 candles accurate to at least two decimals. Illuminance shall be measured with the EMC off, and  
 36 again with the EMC displaying a white image for a full color capable EMC, or a solid message  
 37 for a single-color EMC. All measurements shall be taken perpendicular to the face of the EMC  
 38 using the following formula:

Measurement distance =	$\sqrt{[(\text{sign display area of EMC}) \times 100]}$
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39 The difference between the off and solid-message measurements using the EMC measurement  
 40 distance formula shall not exceed 0.3 foot candles at night.

- 1 (9) All EMCs shall have automatic dimming capability that adjusts the brightness to the ambient  
 2 light at all times of the day and night and shall be able to be adjusted to comply with the 0.3 foot  
 3 candle measurements in subsection (8) above.
- 4 (10) All EMCs are prohibited from being located within five feet of a sight visibility triangle regardless  
 5 of height or size.
- 6 (h) *Sign standards for monument signs.*

<b>Monument: On a Lot Less than Five Acres</b>					
Site Criteria	Every lot is entitled to a monument sign with the exception of properties with MU-L zoning, which may have any other freestanding sign type permitted in the DT special area.				
Number and Spacing of Signs	One per road frontage.				
Sign Size By Road Type or Special Area		<b>Freeway</b>	<b>Commercial Road</b>	<b>Neighborhood Road</b>	<b>Special Area – OS; DT</b>
	Max. Sq. Ft. of sign display area	150	75	50	36 0 for MU-L
	Maximum Height	18'	12'	6'	6' 0 for MU-L
Sign Structure Requirements - Bases, Caps, Proportion, etc.	No less than 75 percent of the width of the sign shall be in contact with the ground. For signs less than six feet tall, a base shall not be required; however, the signs shall meet the sign display area requirements for a surround. For signs between six and 12 feet in height, a minimum two-foot-high base shall be required and must be constructed of stone, stucco, brick or other materials approved by the Zoning Administrator unless the cabinet sign is made entirely of metal then the base may be made of metal and the structure can be one piece. For all signs having a height of greater than 12 feet, a minimum three-foot-high base shall be required and must be constructed of stone, stucco, brick or other material approved by the Zoning Administrator. For a required base, the base height shall be no more than one-third the total sign height. The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a windload of 105 mph or greater for any monument sign greater than four feet and up to ten feet in height. Signs greater than ten feet in height shall demonstrate a windload of 115 mph or greater.				
Sign Display Area	Items of information shall be surrounded by a margin of ten percent of the smaller dimension of the sign display area of any panel contained in a freestanding sign. Freestanding cabinet signs shall have a surround around the cabinet so the cabinet is integrated with the base. The cabinet shall be flush with or inset from the sign surround but may accommodate a two inch retainer and service disconnect switch where necessary. The integration of the cabinet and the base shall have the appearance of one structure. Cabinet signs made of metal, including the base, are exempt from the requirement to provide a surround. If a logo is attached to any portion of the display area and the base, then the logo shall not require a surround. Building address shall not be computed as part of the display area.				
Materials	Wood that is painted or sealed, painted or enameled metal, stone, brick, simulated stone, stucco, plastics and/or a combination thereof. Plastics of any kind are prohibited as a component of the sign structure for any monument sign. All non-rigid plastics shall have a minimum five year warranty and are only permitted on the face of a cabinet sign. Alternate materials that resemble permitted materials or match the materials on the primary structure may be considered by the Zoning Administrator. Plastics of any kind shall not be visible in OS and DT special areas.				
Lighting	External illumination and illumination by halation shall be permitted. Internal illumination shall be allowed, however, internally illuminated signs on neighborhood roadways shall consist of individual letters or routed cabinets with an opaque background with only the items of information lit or translucent. In special areas, internal illumination shall be prohibited. All internal lighting shall have concealed conduits. All external lighting sources shall be shielded from adjacent properties and rights-of-way.				
Electronic Messaging Center	EMCs shall display text only for up to 40 percent of the sign display area. EMCs shall not be allowed on neighborhood roads or in OS and DT special areas with the exception of use for				

(EMC)	community services, schools, places of worship, or fuel station pricers. One EMC sign is permitted per multi-occupant center.
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<b>Monument: On a Lot of Five Acres or More</b>					
Site Criteria	For a lot that is five acres or more. Minimum of 50 linear feet of property/lot frontage required.				
Number and Spacing of Signs	If more than one sign, they shall be separated a minimum of 400 feet from any other monument, pylon, pillar, post/panel or armature sign on a site.				
Sign Size By Road Type or Special Area		<b>Freeway</b>	<b>Commercial Road</b>	<b>Neighborhood Road</b>	<b>Special Area - OS; DT</b>
	Max. Sq. Ft. of sign display area	200	120	60	36 square feet on neighborhood roads and 100 square feet on commercial roads and freeways in special area
	Maximum Height	30'	20'	6'	6 feet on neighborhood roads and 10 feet on commercial roads and freeways in special area
Sign Structure Requirements - Bases, Caps, Proportion, etc.	No less than 75percent of the width of the sign shall be in contact with the ground. For signs less than six feet tall, a base shall not be required, however, the signs shall meet the sign display area requirements for a surround. For all signs between six and 12 feet in height, a minimum two-foot-high base shall be required and must be constructed of stone, stucco, brick, or other material approved by the Zoning Administrator. For all signs having a height of greater than 12 feet, a minimum three-foot-high base shall be required and must be constructed of stone, stucco, brick, or other material approved by the Zoning Administrator. The base height shall be no more than one-third of the total sign height. The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a windload of 105 mph or greater for any monument sign greater than four feet in height and up to ten feet in height. Signs greater than ten feet in height shall demonstrate a windload of 115 mph or greater.				
Sign Display Area	Items of information shall be surrounded by a margin of ten percent of the smaller dimension of the sign display area of any panel contained in a freestanding sign. Freestanding cabinet signs shall have a surround around the cabinet so the cabinet is integrated with the base. The cabinet shall be flush with or inset from sign surround but may accommodate a two inch retainer and service disconnect switch where necessary. The integration of the cabinet and the base shall have the appearance of one structure. Cabinet signs made of metal, including the base, are exempt from the requirement to provide a surround. If a logo is attached to any portion of the display area and the base, then the logo shall not require a surround. Building address shall not be computed as part of the sign display area.				
Materials	Wood that is painted or sealed, painted or enameled metal, stone, brick, simulated stone, stucco, plastics and/or a combination thereof. Plastics or similar material of any kind are prohibited as a component of the sign structure for any monument sign. All non-rigid plastics shall have a minimum five-year warranty and are only permitted on the face of a cabinet sign. Alternate materials that resemble permitted materials or match the materials on the primary structure may be considered by the Zoning Administrator. Plastics of any kind shall not be visible in OS and DT special areas.				
Lighting	External illumination and illumination by halation shall be permitted. Internal illumination shall be allowed, however, internally illuminated signs on neighborhood roadways shall consist of individual letters or routed cabinets with an opaque background with only the items of information lit or translucent. In special areas, internal illumination shall be prohibited. All internal lighting shall have concealed conduits. All external lighting sources shall be shielded from adjacent properties and rights-of-way.				
Electronic Messaging Center (EMC)	EMCs shall display text only for up to one-third of the sign display area, except that fuel station pricers, community services, schools, and places of worship may utilize 50percent of the total sign display area. EMCs shall not be allowed on neighborhood roads or in OS and DT special				

	areas with the exception of use for community services, schools, places of worship, and fuel station pricers. One EMC sign is permitted per road frontage for a multi-occupant center.
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Low-Profile Sign					
Site Criteria	For a lot that is five acres or more.				
Number and Spacing of Signs	Low-profile signs shall be permitted in addition to a monument or pylon sign where there is a minimum of 200 feet of contiguous lot frontage without another freestanding sign.				
Sign Size By Road Type or Special Area		<b>Freeway</b>	<b>Commercial Road</b>	<b>Neighborhood Road</b>	<b>Special Area - OS; DT</b>
	Max. Sq. Ft. of sign display area	40	25	0	0
	Maximum Height	6'	6'	0	0
Sign Structure Requirements - Bases, Caps, Proportion, etc.	One hundred percent of the width of the sign shall be in contact with the ground. A one-foot-high base shall be required and must be constructed of stone, stucco, brick, or other material approved by the Zoning Administrator. Cabinet signs made entirely of metal can include a metal base, and the structure may be one piece. The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a windload of 105 mph or greater for any low-profile sign greater than four feet in height.				
Sign Display Area	Items of information shall be surrounded by a margin of ten percent of the smaller dimension of the sign display area of any panel contained in a freestanding sign. Freestanding cabinet signs shall have a surround around the cabinet, and the cabinet shall be flush with or inset from sign surround but may accommodate a two-inch retainer and service disconnect switch where necessary. The integration of the cabinet and the base shall have the appearance of one structure. Building address shall not be computed as part of the sign display area. Cabinet signs made entirely of metal, including the base, are exempt from the requirement to provide a surround. If a logo is attached to any portion of the display area and the base, then the display area shall not require a surround.				
Materials	Wood that is painted or sealed, painted or enameled metal, stone, brick, simulated stone, stucco, plastics and/or a combination thereof. Where an alternate material is approved for a monument sign, the same material may be used for a low profile sign.				
Lighting	External illumination, internal illumination, and illumination by halation shall be permitted. All external lighting sources shall be shielded from adjacent properties and rights-of-way.				
Electronic Messaging Center (EMC)	Prohibited.				

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3 (i) *Sign standards for pylon signs.*

Pylon: On a Lot Less Than Five Acres					
Site Criteria	For a lot on a freeway that is less than five acres or for a sign on a commercial road within 500 feet of the main lanes of a freeway. Minimum of 50 linear feet of property/lot or multi-occupant center frontage required.				
Number and Spacing of Signs	One per site in lieu of another allowable freestanding sign.				
Sign Size By Road Type or Special Area		<b>Freeway</b>	<b>Commercial Road</b>	<b>Neighborhood Road</b>	<b>Special Area - OS; DT</b>
	Max. Sq. Ft. of sign display area	120	100 only if sign is entirely within 500 ft. of the main lanes of a	0	0

			freeway		
	Maximum Height	50'	50 ft. only if sign is entirely within 500 ft. of the main lanes of a freeway.	0	0
Sign Structure Requirements - Bases, Caps, Proportion, etc.	Two poles shall be required for new pylon signs displaying items of information for more than one occupant. Existing pylon signs with only one pole are not required to add a second pole. The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a windload of 115 mph or greater for any pylon sign greater than four feet in height.				
Sign Display Area	Items of information shall be surrounded by a margin of ten percent of the smaller dimension of the sign display area of any panel contained in a freestanding sign. Cabinet signs shall be flush with or inset from sign surround but may accommodate a two inch retainer and service disconnect switch where necessary. Building address shall not be computed as part of the sign display area.				
Materials	Wood that is painted or sealed, painted or enameled metal, stone, brick, simulated stone, stucco, plastics and/or a combination thereof. All non-rigid plastics shall have a minimum five year warranty and are only permitted on the face of a cabinet sign. Plastics of any kind shall not be visible in OS and DT special areas.				
Lighting	External illumination, internal illumination, and illumination by halation shall be permitted. All internal lighting shall have concealed conduits. All external lighting sources shall be shielded from adjacent properties and rights-of-way.				
Electronic Messaging Center (EMC)	Up to 50 percent of the sign display area may be an EMC.				

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<b>Pylon: On a Lot of Five Acres or More</b>					
Site Criteria	For lots of five acres or more on a freeway or for a sign on a commercial road within 500 feet of the main lanes of a freeway. Minimum of 50 linear feet of property/lot or multi-occupant center frontage required.				
Number and Spacing of Signs	One per frontage permitted every 400 feet with additional monument signs allowed. Total number of signs shall not exceed total number of driveway entrances on the site.				
		<b>Freeway</b>	<b>Commercial Road</b>	<b>Neighborhood Road</b>	<b>Special Area - OS; DT</b>
Sign Size By Road Type or Special Area	Max. Sq. Ft. of sign display area	200	100 only if sign is entirely within 500 ft. of the main lanes of a freeway	0	0
	Maximum Height	50'	50 ft. only if sign is entirely within 500 ft. of the main lanes of a freeway	0	0
Sign Structure Requirements - Bases, Caps, Proportion, etc.	Two poles shall be required for new pylon signs displaying items of information for more than one occupant. Existing pylon signs with only one pole are not required to add a second pole. The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a windload of 115 mph or greater for any pylon sign greater than four feet in height.				
Sign Display Area	Items of information shall be surrounded by a margin of ten percent of the smaller dimension of the sign display area of any panel contained in a freestanding sign. Cabinet signs shall be flush with or inset from sign surround but may accommodate a two inch retainer and service disconnect switch where necessary. Building address shall not be computed as part of the sign display area.				

Materials	Wood that is painted or sealed, painted or enameled metal, stone, brick, simulated stone, stucco, plastics and/or a combination thereof. All non-rigid plastics shall have a minimum five year warranty and are only permitted on the face of a cabinet sign. Plastics of any kind shall not be visible in OS and DT special areas.
Lighting	External illumination, internal illumination, or illumination by halation shall be permitted. All internal lighting shall have concealed conduits. All external lighting sources shall be shielded from adjacent properties and rights-of-way.
Electronic Messaging Center (EMC)	Up to 50 percent of the sign display area may be an EMC.

1

2 (j) *Sign standards for pillar signs.*

Pillar Signs					
Site Criteria	For a single occupant on one or more lots with frontage on a freeway or commercial road.				
Number and Spacing of Signs	One may be used in lieu of a permitted monument or pylon sign.				
Sign Size By Road Type or Special Area		Freeway	Commercial Road	Neighborhood Road	Special Area - OS; DT
	Max. Sq. Ft. of sign display area	120	48	0	0
	Maximum Height	21'	12'	0	0
Sign Structure Requirements - Bases, Caps, Proportion, etc.	The entire sign structure shall be considered as sign display area. The entire base of sign shall be in contact with the ground and the sign structure, which includes the sign display area within its shape, shall be a continuous shape from the bottom to the top of the sign. The width of the sign shall be no more than one-third of the measurement of its height. The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a windload of 105 mph or greater for any pillar sign greater than four feet in height and up to ten feet in height. Signs greater than ten feet in height shall demonstrate a windload of 115 mph or greater.				
Sign Display Area	Items of information shall be surrounded by a margin of ten percent of the smaller dimension of the sign display area of any panel contained in a freestanding sign. Building address shall not be computed as part of the sign display area.				
Materials	Painted or enameled metal, plastic or masonry.				
Lighting	External illumination or internal illumination shall be permitted. All internal illumination shall have concealed conduits. All external lighting sources shall be shielded from adjacent properties and rights-of-way.				
Electronic Messaging Center (EMC)	Prohibited.				

3

4 (k) *Sign standards for post/panel signs.*

Post/Panel Signs					
Site Criteria	Shall be permitted in lieu of a monument sign.				
Number and Spacing of Signs	One per lot in lieu of a monument sign.				
Sign Size By Road Type or Special Area		Freeway	Commercial Road	Neighborhood Road	Special Area - OS; DT
	Max. Sq. Ft. of sign	0	16	16	16

	display area				
	Maximum Height	0	6'	6'	6'
Sign Structure Requirements - Bases, Caps, Proportion, etc.	The clearance of the sign from the finished grade to the bottom of the sign display area shall be no greater than four feet. Sign shall be supported by two freestanding posts so that the bottom edge of the sign face is not in direct contact with the ground. The width of a sign's supports shall be the same from the ground to the top of the sign and shall be an integral part of the design of the entire sign. No portion of the sign display area shall extend beyond a sign's panel or beyond the posts. The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a windload of 105 mph or greater for any post/panel sign greater than four feet in height.				
Sign Display Area	One panel shall be permitted per occupant plus one additional panel. The total area of all panels shall be considered to be the sign display area, and the total square footage for all panels shall not exceed the maximum square footage of sign display area. Items of information shall be kept outside a margin measured as ten percent of the smallest dimension of the panel.				
Materials	Posts shall be greater in thickness than the width of the sign display area and be made from painted or sealed wood/composite wood material, painted or enameled metal, stone or brick. Sign display area shall be made of wood/composite wood material that is painted or sealed, or painted or enameled metal.				
Lighting	Only shielded external illumination shall be permitted.				
Electronic Messaging Center (EMC)	Prohibited.				

1

2 (l) *Sign standards for armature signs.*

Armature Signs					
Site Criteria	Shall be permitted in lieu of a monument sign except for on freeways. Sign shall be cantilevered from one post so that the bottom edge of the sign face is not in direct contact with the ground. The sign's supports shall be an integral part of the design of the entire sign. No portion of the sign display area shall extend beyond the sign's panel.				
Number and Spacing of Signs	One per lot in lieu of a monument sign.				
Sign Size By Road Type or Special Area		<b>Freeway</b>	<b>Commercial Road</b>	<b>Neighborhood Road</b>	<b>Special Area - OS; DT</b>
	Max. Sq. Ft. of sign display area	0	16	16	16
	Maximum Height	0	8'	6'	6'
Sign Structure Requirements - Bases, Caps, Proportion, etc.	The applicant shall be required to provide a structural drawing completed by an engineer demonstrating a wind load of 105 mph or greater for any armature sign greater than four feet in height.				
Sign Display Area	The entire panel shall be considered to be the sign display area. Items of information shall be kept outside a margin measured as ten percent of the smallest dimension of the panel.				
Materials	Posts shall be made from painted or sealed wood/composite wood material or painted or enameled metal. Sign display area shall be made of wood/composite wood material that is painted or sealed, or painted or enameled metal.				
Lighting	Only shielded external illumination shall be permitted.				
Electronic Messaging Center (EMC)	Prohibited.				

3

1 Sec. 8-79. - Special purpose freestanding sign standards.

2  
3 (a) *Sandwich boards.*

- 4 (1) Business uses (as defined in Sec. 1-50) shall be permitted one sandwich board.
- 5 (2) Sandwich boards shall have a maximum width of 30 inches and a maximum height of 48  
6 inches.
- 7 (3) Sandwich boards shall be freestanding and shall not be affixed, chained, anchored, or  
8 otherwise secured to the ground or other structure. The sign shall be internally weighted so that  
9 it is stable, self-supporting and windproof.
- 10 (4) The sandwich board shall be displayed only during the hours of operation of the business.
- 11 (5) Sandwich boards shall not be a cabinet.
- 12 (6) Changeable copy on a sandwich board shall not consist of individual plastic or vinyl letters on  
13 tracks.
- 14 (7) The following standards shall be followed when determining the placement of sandwich boards:
- 15 a. Sandwich boards shall be pedestrian oriented, specifically shall be in or adjacent to private  
16 walkways leading to building entrances;
- 17 b. Signs shall be placed in such a manner that they do not interfere with pedestrian traffic,  
18 wheelchair ramps, or otherwise cause a safety hazard. Placement on a sidewalk or other  
19 improved surface is required, when available;
- 20 c. When placed on a public sidewalk or sidewalk required for ADA accessibility, ensure that  
21 there is a minimum of 48 inches of clear sidewalk;
- 22 d. Signs shall be placed in such a manner that they do not obscure or interfere with the  
23 function of windows or doors;
- 24 e. Signs shall not be located within five feet of the corner of a building that is at the  
25 intersection of two public streets; and
- 26 f. Signs shall only be permitted in the city's right-of-way on sites where there is ten feet or  
27 fewer between a building's front façade and the property line, and a license agreement  
28 shall be required. A license agreement may be issued as part of a sidewalk furniture  
29 license agreement.

30 (b) *Directional signs.* Directional signs shall meet the following requirements:

- 31 (1) Directional signs may be up to six square feet each and up to six feet in height.
- 32 (2) Directional signs may be placed on site, in addition to freestanding sign(s).
- 33 (3) The number of directional signs shall not exceed the total number of driveways and drive-  
34 through lanes.
- 35 (4) Placement shall be in or adjacent to the entrance to the center or drive-through lane.
- 36 (5) Plastics of any kind shall not be permitted in the OS and DT special areas.

37 (c) *Light pole-mounted banners.* Light pole-mounted banners shall meet the following requirements:

- 38 (1) Each banner shall be limited to no more than 12 square feet in size.
- 39 (2) There shall be no more than two light pole-mounted banners on each pole.
- 40 (3) The banners shall be placed on fixtures that are purposefully designed for the pole.
- 41 (4) The minimum clearance of the banner shall be ten feet as measured from the adjacent grade to  
42 the bottom of the banner.



- 1 (5) The banners shall be maintained in good repair and shall be replaced or removed if they  
2 become tattered or torn.
- 3 (6) The banners shall not be illuminated, except for indirect lighting associated with the main lamp  
4 of the pole to which they are mounted.
- 5 (7) The banners shall be limited to cloth, flexible plastic, vinyl, or similar material.
- 6 (8) No permit shall be required to display light pole-mounted banners.
- 7 (9) The banners shall not be displayed in OS and DT special areas, unless a comprehensive plan  
8 for the banners is approved by the city.
- 9 (d) *Freestanding signs for temporary occupants of a business use.* For freestanding signs for temporary  
10 occupants, one sign may be permitted per occupant for a business use that is leasing a space for  
11 seasonal or similarly temporary use. The sign shall be no larger than the square foot limit allowed for  
12 a freestanding sign on a designated roadway; however, the material may include a decal applied to  
13 an existing freestanding sign panel. The sign shall be displayed for a period not to exceed 120 days.
- 14 (e) Freestanding menu boards.
- 15 (1) Freestanding menu boards shall be allowed along drive-through routes or next to walk-up  
16 windows to serve customers in pick-up areas.
- 17 (2) Maximum height shall be ten feet from finish grade to the top of menu board sign.
- 18
- 19 Sec. 8-80. - Sign maintenance standards.
- 20
- 21 (a) The property owner/occupant shall maintain the sign in a condition appropriate to its intended use  
22 and to all city standards, and has a continuing obligation to comply with all building code  
23 requirements. It shall be a violation of this section if any of the following conditions exist:
- 24 (1) Elements of the sign have portions of the finished material missing, broken or otherwise  
25 illegible.
- 26 (2) Any elements of the sign are inoperable, bent, twisted, dented, cracked, splintered, torn,  
27 sagging, faded, or leaning at angles other than those at which it was originally erected.
- 28 (3) The sign is partially disassembled.
- 29 (b) For all signs containing cabinets, the sign display area must display information that is current or a  
30 blank sign panel must be installed. For signs not containing cabinets, the items of information  
31 associated with the sign display area shall be removed when the occupant associated with the sign  
32 vacates the premises.
- 33 (c) If the sign is deemed by the city to be in an unsafe condition, the owner/occupant of the business  
34 shall be notified in writing, and shall, within 48 hours of receipt of such notification, respond to the  
35 city with a plan to correct the unsafe condition, remove the unsafe sign, or cause it to be removed. If  
36 after ten days, the unsafe condition has not been corrected through repair or removal, the city may  
37 refer the matter to the building official as an unsafe structure to be remedied in accordance with  
38 Chapter 8, article X, division 3.
- 39 (d) Whenever any sign, either conforming or nonconforming to these regulations, is required to be  
40 repaired, repainted, refinished or cleaned, the same may be done without a permit or without any  
41 payment of fees, provided that all of the following conditions are met:
- 42 (1) The sign is not being refaced to display a new occupant, replace a panel or display new items of  
43 information;
- 44 (2) No alteration or remodeling to the structure or the mounting of the sign itself occurs;
- 45 (3) No alteration in any of the dimensions of the sign or its structure occurs; and
- 46 (4) The sign is accessory to a legally permitted, conditional or nonconforming use.
- 47

1 Sec. 8-81. - Prohibited signs.

2  
3 (a) All signs not expressly authorized by this chapter, are prohibited. Prohibited signs include, but are  
4 not limited to the following:

- 5 (1) Off-premises signs unless otherwise specifically permitted by this chapter.
- 6 (2) Cabinet signs mounted on buildings, including re-facing of existing cabinet signs installed  
7 without a permit after 2002.
- 8 (3) Abandoned signs, with the exception of freestanding signs where items of information shall be  
9 removed and a blank sign panel installed so that the sign does not indicate the former use.
- 10 (4) Billboard signs.
- 11 (5) Animated signs.
- 12 (6) Roof-mounted signs.
- 13 (7) Inflatable signs.
- 14 (8) Swooper flags.
- 15 (9) Festoons, tethered balloons, pennants, searchlights, streamers, and any clearly similar attention  
16 getting features or devices.
- 17 (10) Portable signs with the exception of sandwich boards. Signs on vehicles or trailers shall be  
18 prohibited when the vehicle/trailer is placed in a location not normally expected for such  
19 vehicles, and the location apparently has the primary purpose of advertisement of products or  
20 directing people to a business or activity located in the same or nearby property or any other  
21 premises. This shall not be interpreted to prohibit "For Sale" or similar signs being placed on  
22 vehicles or trailers.
- 23 (11) Signs containing any words or symbols that would cause confusion because of their  
24 resemblance to highway traffic control or direction signals.
- 25 (12) Merchandise, equipment, products, vehicles or other items which are not available for purchase  
26 or rental, but are intended to attract attention, or for identification or advertising purposes.
- 27 (13) Signs attached to or being held by a human for the purpose of advertising a commercial  
28 message for a business use.
- 29 (14) Signs, posters or outdoor advertising, except as expressly permitted, placed in the public right-  
30 of-way or attached to any public property, including but not limited to, electric utility poles, fire  
31 hydrants, meters, and public facilities.
- 32 (15) Signs in locations that interfere with safe vehicular and pedestrian circulation or public safety  
33 signals and signs.
- 34 (16) Signs erected, constructed or maintained so as to obstruct any fire escape, required exit,  
35 window, or door opening used as a means of egress.
- 36 (17) Exposed neon tubing (using gas).
- 37 (18) Bandit signs.
- 38 (19) Signs attached to a visibly inoperable vehicle.

39  
40 Sec. 8-82. - Nonconforming signs.

- 41  
42 (a) When Sec. 2-98 requires that a nonconforming building or structure be brought into compliance, all  
43 nonconforming signs shall also be removed or brought into compliance with all provisions of the  
44 Code.
- 45 (b) Nonconforming signs shall be maintained in good condition pursuant to Sec. 8-80.
- 46 (c) A nonconforming sign shall not be altered, modified or reconstructed except:

- 1 (1) When such alteration, modification or reconstruction would bring such sign into conformity with  
2 these regulations;
- 3 (2) When the occupant information changes on an existing freestanding sign without changes to  
4 materials or display method;
- 5 (3) Where a nonconforming sign has been damaged or destroyed to an extent that is less than 50  
6 percent of its fair market value;
- 7 (4) Continued use of a nonconforming sign with a proposed alteration that would not otherwise be  
8 permitted for a nonconforming sign may be requested if the following findings exist:
  - 9 a. The sign is located in a multi-occupant center; and
  - 10 b. The sign is installed in a location that would be allowed by this chapter.
- 11 (d) A parcel of land on which a nonconforming sign is located may be subdivided or platted without  
12 removing the nonconforming sign. However, after the parcel is subdivided, the nonconforming sign  
13 must be removed or brought into compliance with all provisions of this Code, prior to the issuance of  
14 any further building or development permits on the subdivided lot that contains the nonconforming  
15 sign.
- 16 (e) Appeals of nonconforming sign decisions shall be heard by the Zoning Board of Adjustment.
- 17 (f) A nonconforming sign shall be removed or made to conform to all regulations in this chapter upon  
18 verification that the nonconforming sign has been damaged or destroyed to an extent greater than  
19 50 percent of its fair market value.

20  
21 **Sec. 8-83. - Sign permitting, fees, review procedures and enforcement.**

- 22 (a) Except as provided below, no sign shall be attached, erected or otherwise constructed until all  
23 necessary permits are issued by the city. Where a permit is not required for a specific sign type, said  
24 sign shall meet all applicable standards.
  - 25 (1) Building sign. A permit shall be required for the re-facing of any building sign.
  - 26 (2) Freestanding sign. A permit shall not be required for the re-facing of any tenant panel in a multi-  
27 tenant freestanding sign where the panel size and overall structure are unchanged.  
28

29 **Sign Permit Requirements**

30 *Sign Permit Required*  
 31 Wall Sign  
 32 Hanging/Projecting Signs  
 33 Awning/Canopy Signs  
 34 Fascia Mounted Signs  
 35 Monument Signs  
 36 Low-Profile Signs  
 37 Pylon Signs  
 38 Pillar Signs  
 39 Post/Panel Signs  
 40 Armature Signs Vehicle Service Canopy Signs  
 41 Parking Garage Signs  
 42 Area Identification Signs  
 43 Banners  
 44 Building Scrim Sign  
 45 Building Signs for Temporary Occupants of a Business Use  
 46 Freestanding Signs for Temporary Occupants of a Business Use  
 47 Subdivision Marketing Signs  
 48 Model Home Complex Signs  
 49 Coming Soon Signs (100 acres or larger)  
 50 Neighborhood Information Kiosks

1 Refacing of any Sign with the Exception of a Tenant Panel in a Multi-tenant Sign

2

3 *Sign Permit Not Required*

4 Window Signs

5 Sandwich Boards

6 Directional Signs

7 Light Pole Mounted Banners

8 Freestanding Menu Boards (electrical permit may be required)

9 Promotional Signs (special event permit may be required, which includes sign review)

10 Model Home Signs

11 Business Use Marketing Signs

12 Building Construction Signs

13 Coming Soon Signs (less than 100 acres)

14 Open House Signs Directory Signs

15 Home Occupation Signs

16 Commercial Signs on Residential Properties

17 Single-Family and Two-Family Marketing Signs

18 Incidental Signs

19 Refacing any Tenant Panel in Multi-tenant Sign

20 Regulatory Signs

21 Neighborhood Event Signs

22 Political Campaign Signs

23

24 (b) *Fees.* All applications for sign permits shall be accompanied by the appropriate fee(s) as set forth in  
25 appendix A of the Round Rock Code of Ordinances.

26 (c) *Permission of property owner.* No sign shall be erected, constructed or maintained upon any  
27 property or building without the consent of the owner or their authorized representative.

28 (d) *Permit application review.*

29 (1) The application, plans, specifications, computations and other data filed by an applicant for  
30 permit shall be reviewed by the city to verify compliance with all applicable laws.

31 a. Applicants for a permit to install an electrical sign shall maintain the appropriate State of  
32 Texas electrical sign contractor's license or an electrical contractor's license.

33 (2) For signs located in original settlement (OS) special areas identified in this chapter, the  
34 following shall be considered in the review and approval of a sign permit application:

35 a. The design of signs shall be compatible with the character of the surrounding area and  
36 other conforming signs.

37 b. The materials used in the construction of the sign shall be the same or similar to those  
38 found in the construction of the city's historic districts and historic landmarks in the area.

39 c. Wherever possible, colors from historic palettes shall be used.

40 d. Signs shall not cover, obstruct, damage or otherwise adversely affect the building's salient  
41 architectural or historic features.

42 e. The painting or otherwise coating of previously unpainted masonry surfaces requires a  
43 Certificate of Appropriateness for property designated as an historic landmark or in the  
44 historic district.

45 f. Installation of any attachment or bracket to a historic building shall require a Certificate of  
46 Appropriateness. Drilling directly into historic stone or brick rather than mortar shall be  
47 prohibited, unless approved with a Certificate of Appropriateness.

48 (3) A comprehensive sign plan (CSP) may be submitted that considers unique conditions, flexibility  
49 and creativity. Such CSP is subject to approval by the Zoning Administrator.

- 1 (4) A CSP shall be required for a planned unit development and is subject to approval by the City  
2 Council. Once a CSP has been approved, subsequent applications for specific signs shall be  
3 approved administratively for compliance with the approved CSP.
- 4 (e) *Permit issuance.*
- 5 (1) *Approved plans.* Approved plans associated with a permit application shall not be changed,  
6 modified or altered without authorization from the city, and all work shall be done in accordance  
7 with the approved plans.
- 8 (2) *Validity of permit.* If the work authorized by a permit issued under this chapter has not been  
9 commenced within 180 days after the date of issuance, the permit shall become null and void.
- 10 (3) *Suspension or revocation.* The city may, in writing, suspend or revoke a permit under the  
11 provisions of this chapter when the permit is issued in error, is based on incorrect information  
12 supplied or is a violation of this chapter or any other ordinance of the City of Round Rock or  
13 laws of the State of Texas or the federal government. Any signs installed under a revoked  
14 permit shall be removed within ten days of written notice of the revocation.
- 15 (f) *Inspections.*
- 16 (1) *General.* All signs for which a sign permit is required shall be subject to inspection. It shall be  
17 the duty of the permit applicant to cause the work to be accessible and exposed for inspection  
18 purposes. The city shall not be liable for expense entailed in the removal or replacement of any  
19 material required to allow inspection. The permit and approved plans are to be available and  
20 accessible at the job site for all inspections.
- 21 (2) *Inspection requests.* It shall be the duty of the person doing the work authorized by a permit to  
22 notify the city that such work is ready for inspection. It shall be the duty of the applicant to  
23 request a final inspection upon completion of installation of any sign requiring a permit.
- 24 (3) *Approval required.* No work shall be done on any part of the structure beyond the point  
25 indicated in each successive inspection without first obtaining approval. Such approval shall be  
26 given only after an inspection shall have been made of each successive step in the  
27 construction.
- 28 a. *Freestanding signs.* Each successive inspection includes a location inspection and a pole  
29 hole inspection prior to concrete pour. The last inspection scheduled by the applicant shall  
30 be the final inspection, after the sign has been installed.
- 31 b. *Building signs.* Each successive inspection includes an electrical inspection, if applicable.  
32 The last inspection scheduled by the applicant shall be the final inspection after the sign  
33 has been installed.
- 34 c. *Certificate of Compliance.* A Certificate of Compliance in lieu of a sign permit shall be  
35 issued for signs located in the city's extraterritorial jurisdiction. The applicant shall schedule  
36 a final inspection after the sign has been installed.
- 37 (g) *Appeals.*
- 38 (1) The Zoning Board of Adjustment shall hear and decide appeals where it is alleged there is error  
39 in any order, requirement, decision or determination made in the enforcement of this chapter.
- 40 (2) Appeals shall be filed no later than ten business days from the final action on a sign permit.
- 41 (3) The decisions of the Zoning Board of Adjustment shall be final. Any appeal of the Zoning Board  
42 of Adjustment shall be subject to court review as prescribed by law.
- 43 (h) *Removal of signs in a prohibited area.*
- 44 (1) Any sign found within a prohibited area is hereby declared to be illegal and may be removed by  
45 the city.
- 46 (2) Any sign removed by the city shall immediately become the property of the city.

1 (3) The removal of any sign by the city shall not preclude the city from prosecuting any person for  
2 violating this subsection.

1  
2 Sec. 8-84. - Exceptions.  
3

4 (a) Owners of signs which do not strictly comply with the terms of this chapter may seek an approval as  
5 an exception from the Zoning Board of Adjustment.

6 (1) The following shall be considered in the review of a permit application for an exception for a  
7 sign:

- 8 a. The existence of specific site opportunities or constraints.  
9 b. Consideration for novelty signs or signs that have a structure that does not conform to  
10 freestanding sign types or building sign types listed in Secs. 8-76 and 8-78.  
11 c. Situations where a sign display area is obscured by building setbacks, surrounding  
12 buildings, existing trees or elevated roadways.  
13 d. New and/or innovative concept in sign manufacturing which are not specifically addressed  
14 in this chapter.

15 (2) In order for an exception to the sign regulations to be approved, the Zoning Board of Adjustment  
16 shall find that:

- 17 a. There are no associated vehicular safety issues that would result from the location of the  
18 sign.  
19 b. The sign is compatible with the surrounding development.  
20 c. The sign does not result in reduced compliance with regulations in other chapters of the  
21 city Code.  
22 d. The sign's location meets the requirements pertaining to easements in this chapter.  
23 e. The exception is not being used to allow a sign type that would not otherwise be permitted  
24 by this chapter, with the exception of those meeting the criteria of subsections (1)b or (1)d,  
25 above.  
26

27 Sec. 8-85. - Area identification and entry feature signs.  
28

29 (a) For the purpose of area identification, an area identification sign or entry feature sign is permitted  
30 provided it meets the following criteria:

- 31 (1) Area identification signs and entry feature signs shall be limited to the following uses:  
32 Identification of a residential subdivision, a multi-occupant center with ten or more acres, mixed-  
33 use districts developed as one development, universities, business parks, or similar  
34 developments with multiple buildings.  
35 (2) Signs shall not contain any other form of advertising, and shall identify only the name of the  
36 subdivision, district or development.  
37 (3) The sign shall be constructed of stone, brick or metal with a stone or brick base, or other  
38 material approved by the Zoning Administrator. The base shall constitute a minimum of 20  
39 percent of the total allowable sign height, with no less than 75 percent of the width of the sign in  
40 contact with the ground. No visible plastics shall be permitted for any portion of the sign.  
41 (4) The sign may be located at an off-premises location adjacent to a commercial roadway to  
42 identify the primary entrance to the area.  
43 (5) A sign located in the sight visibility triangle shall be no more than three feet in height.  
44 (6) Only shielded external illumination and illumination by halation shall be permitted. No internal  
45 illumination shall be permitted.  
46 (7) EMCs shall be prohibited.  
47 (8) One sign shall be permitted for each main entrance to a development. If the entry signage is  
48 designed to appear as one unit that is divided by the roadway at a main entrance to a  
49 residential subdivision, it may be considered as one sign in compliance with this section,

1 provided that the total sign display area of the signage does not exceed the allowable maximum  
2 sign display area for the road type.

3 (9) In addition to a sign at a main entrance, one decorative feature may be placed in conjunction  
4 with the sign. The decorative feature shall not count towards the maximum sign area. In no  
5 instance, shall a decorative feature's height exceed ten feet above the maximum building height  
6 for the zoning district in which the area identification sign is located. Accessory structures  
7 associated with an area identification sign shall be no more than 15 feet tall.

8 (10) The sign is prohibited in the public right-of-way unless approved in writing by the city.

9 (11) The sign size shall be as follows:

Area Identification and Entry Feature Signs					
Sign Size By Road Type or Special Area		Freeway	Commercial Road	Neighborhood Road	Special Area - OS; DT
	Max. Sq. Ft. of sign display area	100 or 200	100	75	50
	Maximum Height	10'	6'	5'	5'

10 (12) The maximum sign display area for area identification and entry feature signs on freeways shall  
11 be 100 square feet, with the exception of mixed-use and nonresidential areas with a total area  
12 of greater than 50 acres which may have signs that are up to 200 square feet.

13 (13) The applicant shall be required to provide a structural drawing completed by an engineer  
14 demonstrating a wind load of 105 mph or greater for any area identification/entry feature sign  
15 greater than four feet in height.

16  
17 **Sec. 8-86. – Multifamily signs.**

18  
19 (a) For the purpose of identifying a multifamily development in the MF-1, MF-2, and MF-3 zoning  
20 districts or similar developments in other zoning districts or planned unit developments, multifamily  
21 signs are permitted provided they meet the following criteria:

22 (1) Multifamily freestanding signs.

- 23 a. Signs shall not contain any other form of advertising and shall identify only the name of the  
24 multifamily development.
- 25 b. The sign shall be constructed of stone, brick or metal with a stone or brick base, or other  
26 material approved by the Zoning Administrator. The base shall constitute a minimum of 20  
27 percent of the total allowable sign height, with no less than 75 percent of the width of the  
28 sign in contact with the ground. No visible plastics shall be permitted for any portion of the  
29 sign.
- 30 c. A sign located in the sight visibility triangle shall be no more than three feet in height.
- 31 d. Only shielded external illumination and illumination by halation shall be permitted. No  
32 internal illumination shall be permitted.
- 33 e. EMCs shall be prohibited.
- 34 f. One sign shall be permitted for each residential entrance to a development.
- 35 g. The sign is prohibited in the public right-of-way unless approved in writing by the city.
- 36 h. The applicant shall be required to provide a structural drawing completed by an engineer  
37 demonstrating a windload of 105 mph or greater for any area identification/entry feature  
38 sign.



i. The sign size shall be as follows:

Multifamily Signs					
Sign Size by Road Type or Special Area		Freeway	Commercial Road	Neighborhood Road	Special Area – OS; DT
	Max. Sq. Ft. of sign display area	150	100	75	50
	Maximum Height	15'	10'	6'	6'

(2) Multifamily building signs.

- a. Building signs for multifamily developments shall be limited to communal areas and structured parking garages.
- b. Buildings shall have a plane that can accommodate the placement of a sign.
- c. A distance of no less than ten percent of the smallest dimension of the entire sign display area of a wall sign shall be provided around the entire sign display area and from any architectural features. For buildings greater than two stories, signs shall be placed on the uppermost story adjacent to the top of the building and/or on the ground floor adjacent to public entrances.
- d. All surfaces of a sign shall be finished. Signs shall be mounted to a building so that the attachment device shall not be visible or discernible. Wall signs exceeding 16 square feet of sign display area shall not be a single, flat surface. In no instance, shall more than two flat panel signs be permitted when the total sign area is less than or equal to 75 square feet and no more than three flat panel signs shall be permitted when the sign area is greater than 75 square feet. Wall signs shall be constructed of rigid materials such as wood, metal, plastic or an equivalent material. No visible plastics of any kind are permitted on wall signs in the OS or DT special areas with the exception of high-density urethane or similar coated product or vinyl coatings used as a paint equivalent.
- e. Only shielded external illumination and illumination by halation shall be permitted. No internal illumination shall be permitted.
- f. EMCs shall be prohibited.
- g. Incidental signs associated with multifamily developments are exempt from these regulations.
- h. Canopy, hanging, and projecting signs shall be allowed and shall meet the requirements set forth in the building sign section for these type of signs Sec. 8-76.
- i. The total allowable sign area of all building signs shall be one linear foot sign display area per one linear foot of occupant frontage of the total elevation.

Sec. 8-87. - Real estate marketing signs.

- (a) *Subdivision marketing.* For the purpose of marketing lots within a recorded subdivision, one on-premises sign of not more than 256 square feet for each road abutting the respective subdivision shall be allowed, provided that such sign shall not exceed 30 feet in height.
- (b) *Model home signs.* Model home signs shall meet the following standards:
  - (1) Each model home complex shall be allowed one freestanding sign and each individual model home shall be allowed one freestanding sign or one wall sign located on the site of a model home.
  - (2) Freestanding signs shall require a permit. Model home wall signs shall not require a permit.
  - (3) Freestanding model home signs shall be a monument, pedestal, armature or post/panel sign.

- 1 (4) Each model home sign shall not exceed four square feet in sign display area and five feet in  
2 height.
- 3 (5) Model home complex freestanding signs shall be located a minimum of ten feet from street  
4 property lines.
- 5 (c) *Single-family and two-family marketing.* In areas zoned SF-1, SF-2, SF-3, SF-D, or TF, for the  
6 purposes of marketing a building for sale or lease, one on-premises sign of not more than four  
7 square feet shall be allowed. No permit shall be required for such sign.
- 8 (d) *Business use real estate marketing sign.* For the purpose of marketing a building or portion thereof,  
9 for sale or lease, on a site with commercial, office, business park, industrial or multifamily uses, one  
10 on-premises real estate marketing sign shall be allowed. No permit shall be required for such sign(s).  
11 The size of a real estate marketing sign shall be determined as follows:
- 12 (1) On a zoned lot of less than one acre. On a site of less than one acre, the display area of a real  
13 estate marketing sign shall not exceed 16 square feet and eight feet in height.
- 14 (2) On a site of one acre or more, the display area of a real estate marketing sign shall not exceed  
15 32 square feet and eight feet in height.
- 16 (3) On a site for new construction or major renovation on three acres or more one on-premises real  
17 estate marketing sign shall be allowed. Such sign shall have a sign display area of more than  
18 128 square feet and a height of not more than 16 feet. The sign must be removed after two  
19 years or when 80% percent of all buildings on the site have been sold or leased, as measured  
20 by gross floor area, whichever occurs first. The time period for the sign will begin when the first  
21 building permit is issued. After the 128 square foot sign is removed, it may be replaced by a 32  
22 square foot sign. Any freestanding sign greater than 32 square feet shall be constructed of a  
23 rigid material and shall not be a banner.
- 24 (e) *Building construction sign.* During construction of a business use, one non-illuminated building  
25 construction sign per frontage advertising contractors or architects working on such premises shall  
26 be permitted in addition to real estate marketing signs permitted in this subsection. Such sign(s) shall  
27 not be more than 32 square feet in area and shall be set back at least ten feet from the front property  
28 line. Such sign(s) shall be removed immediately upon the completion of the building.
- 29 (f) *Coming soon sign.*
- 30 (1) During construction of a business use that is on a site that is less than five acres, one non-  
31 illuminated post and panel sign per frontage advertising that one or more businesses will open  
32 soon shall be permitted in addition to real estate marketing signs permitted in this subsection.  
33 Such sign shall be made of a rigid material, have a sign display area of not more than 32 square  
34 feet, and shall be no more than six feet tall.
- 35 (2) During construction of a business use that is on a site that is at least five acres but less than  
36 100 acres, one non-illuminated sign per frontage advertising that one or more businesses will  
37 open soon shall be permitted in addition to real estate marketing signs permitted in this  
38 subsection. Such sign shall be made of a rigid material, have a sign display area of not more  
39 than 64 square feet, and shall be no more than ten feet tall.
- 40 (3) During construction of a business use that is on a site that is 100 acres or larger, two signs per  
41 frontage advertising that a business will open soon shall be permitted in addition to real estate  
42 marketing signs permitted in this subsection. Materials and illumination shall be approved by the  
43 zoning administrator. Such signs shall have a sign display area of not more than 256 square  
44 feet each and shall be no more than 30 feet tall.
- 45 (4) Coming soon signs shall be removed prior to the installation of permanent signs.
- 46 (g) *Open house sign.* Open house signs shall be permitted in certain city rights-of-way in accordance  
47 with the following standards:
- 48 (1) *Sign placement requirements.* For each residence offered for sale, one open house sign may be  
49 placed on city property at the locations and times specified below:

1 a. *Location.* In city-owned or controlled public rights-of-way that is also within 75 feet of the  
2 center point of the intersection of any city controlled local street or collector and the  
3 following city controlled arterial roadways:

- 4 A.W. Grimes Boulevard;
- 5 Bowman Road;
- 6 University Boulevard;
- 7 County Road 112;
- 8 Creek Bend Boulevard;
- 9 Double Creek Drive;
- 10 Forest Creek Drive (west of Red Bud Lane (County Road 122) only);
- 11 Gattis School Road;
- 12 Greenlawn Boulevard (south of Gattis School Road only);
- 13 Hesters Crossing Road;
- 14 High Country Boulevard;
- 15 McNeil Road;
- 16 Old Settlers Boulevard (east of Mays Street only);
- 17 Red Bud Lane (County Road 122);
- 18 Sam Bass Road;
- 19 Sunrise Road; and
- 20 Wyoming Springs Drive;

21 Open house signs shall not be placed at any intersection of any two of the above-listed  
22 arterials or at the intersection of any state or federal highway and any of the above listed  
23 arterials.

24 b. *Date and time.* On Saturdays, Sundays, and federal holidays between the hours of 12:00  
25 noon and 6:00 p.m.

26 c. *Number.* Only one open house sign shall be placed at any of the above-described  
27 locations. If more than one property is offered for sale for which an open house is being  
28 conducted, more than one open house sign may be placed at any of the above-described  
29 locations, provided that each such open house sign shall show the address of the property  
30 offered for sale.

31 (2) *Sign contents.* An open house sign shall contain only the following information:

- 32 a. The words "Open House";
- 33 b. The words "For Sale by Owner" or the real estate agent's name and/or logo;
- 34 c. The address of the open house; and
- 35 d. A directional arrow.

36  
37 (3) *Other provisions.*

38  
39 a. *Condition of signs.* Each open house sign shall be in good condition and any unsightly or  
40 damaged sign shall be immediately replaced as requested by the city.

41 b. *Indemnification.* The sign owner agrees to hold harmless, defend, and indemnify the city  
42 for and from any third-party claims or liability (including any reasonable defense costs and  
43 attorneys' fees) to the extent it arises from the sign owner's placement of a sign in the  
44 city's right-of-way.  
45

46 Sec. 8-88. - Promotional signs.

47  
48 (a) Promotional signs for civic, philanthropic, educational, or religious organizations shall be allowed if  
49 they comply with the following regulations:

- 50 (1) Promotional signs shall not exceed 40 square feet in area;
- 51 (2) One promotional sign shall be allowed per event;

1 (3) Promotional signs shall be posted no more than 14 days prior to the event and shall be  
2 removed within three days after the event.

3 (4) Any promotional sign or banner placed in or over a street or public right-of-way shall require the  
4 approval of the city.

5  
6 (b) Promotional signs for business uses shall be allowed if they comply with the following regulations:

7 (1) One promotional sign for a business use shall be allowed for an event of civic, philanthropic,  
8 educational, or religious organization where a portion of the event is held outdoors, and the  
9 event is not part of the business' uses normal operations.

10 (2) Sign must be a banner or a sandwich board;

11 (3) Promotional signs shall not exceed 40 feet in area; and

12 (4) Promotional signs shall be posted no more than 14 days prior to the event and shall be removed  
13 within three days after the event.

14  
15 Sec. 8-89. - Neighborhood event signs.

16  
17 (a) Neighborhood event signs shall be allowed only if they comply with the following regulations:

18 (1) Neighborhood event signs shall not exceed six square feet in area;

19 (2) Neighborhood event signs shall not exceed four feet in height;

20 (3) Neighborhood event signs shall be posted no more than seven days prior to the event and shall  
21 be removed within three days after the event; and

22 (4) Neighborhood event signs shall be posted only on private property adjacent to neighborhood  
23 roads and within the boundaries of the neighborhood holding or sponsoring

24  
25 Sec. 8-90. - Neighborhood information kiosks.

26  
27 (a) Neighborhood information kiosks shall be allowed only if they comply with the following regulations:

28 (1) The sign display area of the kiosk shall not exceed 40 square feet in area;

29 (2) The kiosk shall not exceed seven feet in height;

30 (3) The kiosk shall be constructed only of stone, brick, metal or wood, except that plexiglass may  
31 be used to protect the display area;

32 (4) The kiosk shall be placed either on property owned by the homeowners association or  
33 neighborhood association or on public property pursuant to a license agreement approved by  
34 the city council or city manager;

35 (5) The kiosk shall not be attached to an area identification sign;

36 (6) The kiosk shall not contain any commercial advertising other than the name and address of the  
37 sponsor of the kiosk;

38 (7) The kiosk shall contain the contact information of the homeowners association or neighborhood  
39 association;

40 (8) The kiosk shall be illuminated only by shielded external illumination;

41 (9) EMCs are prohibited on kiosks; and

42 (10) A permit pursuant to Sec. 8-83 shall be required before a kiosk is constructed.

43  
44 Sec. 8-91. Commercial signs on residential properties.

1 (a) Garage/yard sale signs are permitted only on private property on which the garage/yard sale is being  
2 conducted. Such signs are permitted no more than 24 hours prior to a sale and must be removed  
3 immediately after such sale.

4 (b) One sign not exceeding four square feet displaying contractor's information shall not be considered  
5 an off-premises sign when an active project is in progress or workers are present at the work site.  
6

7 Sec. 8-92. – Political campaign signs and literature.  
8

9 (a) Political campaign signs located on private property are exempt from the regulations of this article.

10 (b) Except as provided in subsections (c) and (d) below, it shall be unlawful for any person to post a  
11 political campaign sign on or over any public property in the city.

12 (c) A temporary political campaign sign or literature may be placed on public property that serves as an  
13 early voting location or an election day voting location. Only signs and literature that refer to a  
14 candidate or issue that is on the ballot at a particular voting location may be placed at that voting  
15 location. A maximum of ten signs per candidate or issue may be placed at each polling location.  
16 Each temporary political sign or literature placed on public property being used as a polling location  
17 may not:

18 (1) Have an effective area greater than three square feet;

19 (2) Be more than four feet high;

20 (3) Be illuminated or have any moving elements;

21 (4) Be within 100 feet of an outside door through which a voter may enter the public building;

22 (5) Be on driveways, parking areas, or medians within parking areas on the premises, with the  
23 exception of political campaign signs attached to vehicles lawfully parked at the premises;

24 (6) Be attached, placed or otherwise affixed in any area designated as a planting or landscaped  
25 area or to any tree, shrub, building, pole or other improvement;

26 (7) Be placed within ten feet of the public roadway adjacent to the premises;

27 (8) Be placed on the premises earlier than 24 hours before the commencement of early voting if  
28 being placed at an early voting location or the commencement of election day voting if being  
29 placed at an election day voting location; and

30 (9) Remain on the premises more than 24 hours after early voting has ended if placed at an early  
31 voting location or after election day voting has ended if being placed at an election day voting  
32 location.

33 (d) A political campaign sign is permitted in the public street right-of-way only if all of the following  
34 requirements are met:

35 (1) The sign does not exceed four square feet in total sign display area;

36 (2) The sign is located in a portion of the public street right-of-way immediately adjacent to the  
37 property or residence owned or occupied by the person posting or consenting to the posting of  
38 the sign;

39 (3) The sign does not interfere with the public's use of the roadway or sidewalk;

40 (4) The sign must not be higher than three feet if it is located within the sight visibility triangle; and

41 (5) The sign is not located in the right-of way of a highway or commercial road.

42 This exception does not include state highways per V.T.C.A., Transportation Code § 392.032.

43 (e) In a campaign for political office, the candidate for such office shall be deemed the person  
44 responsible for the posting of political campaign signs, unless he first notifies the city clerk of another  
45 person who is responsible. In such cases, the candidate shall provide the name, address, telephone  
46 number, and signed consent of such other responsible person. In a campaign regarding a ballot  
47 measure, the president of the committee supporting or opposing such ballot measure shall be

1 deemed responsible, unless he first notifies the city clerk of another person responsible, in the  
2 manner described above. Such candidate, committee president, or other designated person shall be  
3 subject to prosecution for any violation of this section.

4 (f) Members of the city staff are hereby authorized and directed to remove any political campaign sign  
5 found posted within the corporate limits of the city when such sign is in violation of the provisions of  
6 this section.

7 (g) All political campaign signs posted on public property in violation of this section are hereby declared  
8 to be public nuisances, and may be abated as such by the city. All political campaign signs posted  
9 on public property shall be deemed to be abandoned and shall become the property of the city and  
10 may be disposed of at the discretion of the city.

11 Secs. 8-93—8-99. – Reserved.

12  
13 **III.**  
14

15 **A.** All ordinances, parts of ordinances, or resolutions in conflict herewith are  
16 expressly repealed.

17 **B.** The invalidity of any section or provision of this ordinance shall not  
18 invalidate other sections or provisions thereof.

19 **C.** The City Council hereby finds and declares that written notice of the date,  
20 hour, place and subject of the meeting at which this Ordinance was adopted was posted  
21 and that such meeting was open to the public as required by law at all times during  
22 which this Ordinance and the subject matter hereof were discussed, considered and  
23 formally acted upon, all as required by the Open Meetings Act, Chapter 551, Texas  
24 Government Code, as amended.

25 Alternative 1.

26 By motion duly made, seconded and passed with an affirmative vote of all the  
27 Council members present, the requirement for reading this ordinance on two separate  
28 days was dispensed with.

29 **READ, PASSED, and ADOPTED** on first reading this 4<sup>th</sup> day of

30 July, 2022.

31 Alternative 2.

1           **READ** and **APPROVED** on first reading this the \_\_\_\_\_ day of  
2 \_\_\_\_\_, 2022.

3           **READ, APPROVED** and **ADOPTED** on second reading this the \_\_\_\_\_ day of  
4 \_\_\_\_\_, 2022


5

6

7

8

9

  
\_\_\_\_\_  
CRAIG MORGAN, Mayor  
City of Round Rock, Texas

10 ATTEST:

11

12

13

  
\_\_\_\_\_  
MEAGAN SPINKS, City Clerk