

WALDPORT PLANNING COMMISSION
March 23, 2015
MEETING NOTICE AND AGENDA

THE WALDPORT PLANNING COMMISSION WILL MEET ON MONDAY, MARCH 23, 2015 AT 2:00 P.M. IN THE **CITY COUNCIL MEETING ROOM**, 125 ALSEA HIGHWAY, TO TAKE UP THE FOLLOWING AGENDA:

1. CALL TO ORDER AND ROLL CALL
2. CITIZEN COMMENTS AND CONCERNS
3. COMMISSION COMMENTS AND CONCERNS
4. MINUTES: (February 23, 2015)
5. CORRESPONDENCE
6. PUBLIC HEARING
 - A. Proposed Amendments to Waldport Development Code – Section 16.76 Signs
7. DISCUSSION/ACTION ITEMS:
 - A. Planning Report
 - B. Other Issues*
8. ADJOURNMENT

*Denotes no material in packet

The Council Chambers are accessible to all individuals. If you will need special accommodations to attend this meeting, please call City Hall at (541)264-7417 during normal business hours.

Notice given this 17th day of March 2015

City of Waldport

**WALDPORT PLANNING COMMISSION
FEBRUARY 23, 2015
MEETING MINUTES**

1. CALL TO ORDER AND ROLL CALL: Chair Woodruff called the meeting to order at 2:00 p.m. Chair Woodruff and Commissioners Yorks, Egan, Gordon, Hafner and Andrew answered the roll. Commissioner Peterson was absent. A quorum was present.

2. CITIZEN COMMENTS AND CONCERNS: None.

3. COMMISSION COMMENTS AND CONCERNS: The Commission discussed the continuing absences of Commissioner Peterson. Commissioner Gordon **moved** to have Mr. Lewis contact Mr. Peterson regarding his absence. Commissioner Egan **seconded**, and the motion **carried** unanimously on a voice vote. It was noted that the Council had the ability to appoint as well as the ability to remove members from the Commission for any reason.

4. MINUTES: The Commission considered the minutes from the January 26, 2015 meeting and the February 9, 2015 workshop. Commissioner Gordon **moved** to approve the minutes as presented. Commissioner Hafner **seconded**, and the motion **carried** unanimously on a voice vote.

5. CORRESPONDENCE: None.

6. DISCUSSION/ACTION ITEMS:

A. Proposed Sign Amendments - Debriefing on February 9, 2015 Public Workshop & Discussion: Mr. Lewis noted that the continuation of the public hearing was scheduled for the March meeting. Commissioner Gordon pointed out that the Commission could hold the public hearing and also then consider a draft ordinance that could be forwarded to the City Council with a recommendation to approve. Discussion then ensued regarding the preferences expressed at the public workshop.

A-Frame Signs: It was decided to suggest allowing one a-frame sign per business, to be placed either on private property or in the right-of-way in front of the business. The size should be no more than 8 square feet (a maximum of 2' X 4'), the sign should be secured so as not to be affected by wind or other factors, and should be placed so as not to affect pedestrian traffic, ADA compliance, or opening of vehicle doors. It should only be displayed during business hours and removed at night or during periods of high wind.

Banners/Flags/Pennants: It was decided to suggest allowing one banner or flag per business, not counting the American flag. These banners/flags should not be placed in the right-of-way. If attached to a building or wall and extending over the right-of-way, they should maintain a clearance of 7.5' from the ground so as to not affect pedestrian traffic. No banners or flags other than the American flag should be placed in the flagpole holes along Highway 101 and 34, and no flags or banners should be placed in the planters. Definitions for flags, banners and pennants will be included in the ordinance.

Digital Signs: It was decided to suggest allowing one open sign and one additional digital sign per business. If the digital sign is attached to a building, it would be included in

the total percentage of allowed signage. It was also decided to suggest that governmental agencies and public schools be allowed to have one electronic reader board with messages limited to notices of community events and news, travel conditions, information for local residents and visitors, and ancillary advertising.

For A-frames, banners and digital signage, the Planning Commission asked that staff research additional standards.

Permanent Free-Standing Signs: It was decided to suggest that no more than one free-standing sign be permitted per street frontage per property, that pole signs be prohibited, and that monument signs have a maximum 8' height, maximum 10' width and maximum area of 50 square feet. Existing pole signs would be grandfathered as non-conforming uses.

Building Signs: It was decided to suggest that the aggregate of all building signs not exceed 20% of a building facade, that window coverage not have a limitation, and that roof signs be limited to 16' above the adjacent street or the peak of the roof, whichever is less restrictive. Roof signs would be included in the maximum 20% sign coverage.

These changes will be incorporated into the draft ordinance for the Commission to consider at the March 23, 2015 meeting.

B. Planning Report: There was no discussion.

C. Other Issues: None.

7. ADJOURNMENT: At 3:10 p.m., there being no further business to come before the Commission, the meeting was adjourned.

Respectfully submitted,

Reda Q. Eckerman
City Recorder

APPROVED by the Planning Commission this ____ day of _____, 2015.

SIGNED by the Chair this ____ day of _____, 2015.

Ray Woodruff, Chair

March 16, 2015

To: Waldport Planning Commission
cc: Kerry Kemp, City Manager
Reda Eckerman, City Recorder

From: Larry Lewis, City Planner

Re: Sign Amendments

The Planning Commission will continue the public hearing on revisions to the Waldport Sign Code at the Monday, March 23, 2014, 2:00 p.m. meeting.

The following material is attached.

- Summary of Draft Sign Ordinance Amendments;
- Draft Chapter 16.76 Signs showing existing language to remain, text to be deleted, and text to be added;
- Draft Chapter 16.76 Signs – ‘clean version’.



City of Waldport

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SUMMARY OF DRAFT SIGN ORDINANCE AMENDMENTS

The Waldport Planning Commission will continue the public hearing on revisions to the Waldport Sign Code on **Monday, March 23, 2014, at 2:00 p.m. at Waldport City Hall, 125 Alsea Hwy.** The public is encouraged to attend and provide input on the draft revisions.

The Planning Commission opened the public hearing on January 26, 2015. The public hearing was followed by a public workshop on February 9, 2015 where several business owners and property owners provided input. The Planning Commission discussed the results of the workshop on February 23, 2015, and made revisions to the draft sign regulations based on public input.

A summary of significant changes to the sign regulations are provided below. The complete draft sign regulation can be reviewed on the City's website at www.waldport.org.

	Type of Sign	Existing Sign Regulations	Proposed Sign Regulations
A.	A-Frame Signs	Currently not allowed except in conjunction with a specific event for a maximum 5 days with a permit.	One A-Frame sign allowed per business on private property or on a sidewalk with regulations. No permit required.
B.	Banners	Currently limited to 15 days in a 6 month period.	One banner sign allowed per business on private property with regulations. No permit required.
C.	Building Signs	Currently building signs shall not exceed a total 120 sq. ft. or 1 sq. ft. for every foot of lot frontage along streets whichever is less.	A maximum 20% of a building façade is allowed to have building signs including wall sign, projecting/hanging sign, window sign and roof sign. This typically allows more signage on a building than is currently allowed.
D.	Roof Signs	Currently prohibits roof signs painted directly on the roof surface, or on a surface attached flush to the roof surface.	Maintains current regulation and roof signs shall not exceed 16 feet in height above the adjacent street grade or the peak of the roof, whichever is less restrictive.
E.	Moving or Flashing Signs	Currently limited to time and temperature signs which are part of a principal sign.	One digital sign allowed per business. Message is allowed to change every 15 seconds, plus other regulations.
F.	Permanent Free-Standing Signs	Currently either 1 projecting sign or 1 free-standing sign is permitted per lot with a max. 25' height, max. 12' high display surface, and max. 25' width.	<ul style="list-style-type: none"> • 1 free-standing sign permitted per street frontage per property. • Single pole signs are prohibited. • Monument signs are allowed with a max. 8' height, max. 10' width, and max. 50 sq. ft.

Plain Text: Existing language to remain
~~Strike Through Text: Text to be deleted~~
Bold, Underlined, Italicized Text: Text to be added

Chapter 16.76

SIGNS

Sections:

16.76.010 Scope.

16.76.020 Definitions.

16.76.030 Permits required.

~~16.76.040 General sign requirements.~~

16.76.040 Zone requirements.

~~16.76.050 Advertising signs.~~

16.76.050 Temporary signs.

16.76.060 Nonconforming signs.

16.76.070 Maintenance and appearance of signs.

16.76.080 Abandoned signs.

16.76.090 Variances.

16.76.010 Scope.

Every sign erected, altered or relocated within the City of Waldport shall conform to the provisions of this chapter. It does not regulate traffic and street signs erected and maintained by a road authority as defined in ORS 801.445, trespass signs posted in accordance with ORS 164.245 to 164.270, holiday decorations, temporary interior window signs, or the display of the national or state flag.

16.76.020 Definitions.

“A-Frame sign” means a freestanding sign which is ordinarily in the shape of an “A” or some variation thereof, which is readily moveable, and is not permanently attached to the ground or any structure.

~~“Accessory sign” means a sign which is accessory to and in conjunction with an established main use of land.~~

~~“Advertising sign” means a sign which depicts the main use of the lot or parcel on which it is located and is not accessory to or in conjunction with any other use.~~

“Banner sign” means a ground-mounted or building-mounted banner, pennant, flag or similar type of sign on fabric or similar material.

“Building sign” means a wall, projecting/hanging, window or roof sign.

"Freestanding sign" means a sign which is supported by a separate independent structure and is not attached to or supported by any other building or structure.

“Monument sign” means a ground-mounted sign supported from grade with a solid base that is at least 75% of the width of the sign. A monument sign can also be supported with multiple architectural-designed posts. Single posts are prohibited.

"Nonconforming sign" means a sign which was erected legally but which does not comply with currently applicable sign restrictions and regulations.

“Off-premises sign” means any sign used for the purpose of displaying, advertising, identifying or directing attention to a business, service, activity or place, including products offered for sale or sold on premises other than on the premises where such sign is displayed.

"Projecting sign" means a sign which is attached to the wall, overhang or awning ~~or roof~~ of a building and which projects ~~above the lowest part of the roof or~~ more than twelve (12) inches beyond the surface of the wall, overhang or awning of the building to which it is attached.

"Sign" means an identification, description, illustration, or device which is affixed to or represented, directly or indirectly, upon a building, structure or land, and which directs attention to a product, place, activity, person, institution or business.

"Temporary sign" means any sign which is not permanently installed to or affixed to any sign structure or building, and is accessory to an event, election, government or institutional sponsored activity, lease, rental or sale of limited, fixed duration. A temporary sign does not include an A-Frame sign as identified above.

"Size" means the aggregate area of all sign display surfaces located on a single structure, but excluding posts and base that are without attached identification, description or illustration. Two surfaces parallel and back to back on the same structure, e.g. a blade sign or 2-sided monument sign, shall be considered a single display surface.

"Wall sign" means a sign attached to or painted on a wall of a building with a display surface which projects no more than twelve (12) inches from the surface of the wall and not higher than the lowest roof edge above the building wall to which it is attached.

16.76.030 Permits required.

- A. Except as herein provided, no sign shall be erected, replaced, altered or relocated without the property owner first obtaining a sign permit demonstrating that the sign is or will be in compliance with all provisions of this chapter. A-Frame signs and Banner signs, as defined above, are exempt from sign permits.
- B. Permits are issued for specific property only. Permits may transfer with ownership provided the signage is not altered or moved except to bring it into compliance with this section.

- C. Fees for sign permits shall be established by resolution of the city council, and shall be paid prior to the sign being placed or altered.
- D. Signs conforming to the current code that are damaged by acts of nature, vandalism or accident shall not be assessed a new sign permit fee when repaired to the pre-damaged condition. The owner of such signs shall be required to obtain a building permit prior to construction.
- E. A building permit shall be required of all signs as provided for in the Oregon Structural Specialty Code, which shall be issued prior to sign placement, construction, or alteration.

~~16.76.040 – General Sign Requirements.~~

~~A. No permanent sign shall be placed in or extend over a required side yard or street right-of-way or within ten (10) feet of the front property line in a required front yard.~~

~~B. There shall be no moving or flashing signs, excepting time and temperature signs which are part of the principal sign.~~

~~C. Light from a sign shall be directed away from a residential use or zone and shall not be located so as to distract motorists.~~

~~D. Where it can be demonstrated that directional signs are needed for directing or controlling vehicular access, or where such signs are required as a condition of approval for public safety, such signs may be permitted in addition to any other signs permitted by this section. Such signs shall be placed at each motor vehicle entrance or exit, shall not exceed nine (9) square feet in size and six (6) feet in height, and shall not restrict required site distances or pedestrian and vehicular flow.~~

~~E. Roof signs painted directly on the roof surface, or on a surface attached flush to the roof surface, are prohibited.~~

~~F. A banner and/or a pennant shall be prohibited as a permanent sign and are limited to a display duration of fifteen (15) consecutive days in a six (6) month period.~~

~~G. Protruding or free-standing signs located within an area used for pedestrian or customer traffic shall maintain a vertical clearance of no less than seven and one-half (7½) feet.~~

~~H. Signs classified by the State of Oregon as off premises signs shall be allowed subject to the requirements of this article provided that the applicant has obtained approval from the issuing state agency and meets the requirements of this Article.~~

~~I. Electrical service to free-standing signs shall be underground.~~

16.76.050 16.76.040 Zone Requirements.

A. **In the R-1, R-2, and R-3 zones:** one (1) accessory sign shall be allowed and shall be limited to the following sizes and restrictions:

1. ~~No projecting or free-standing signs shall be~~ **Only wall signs are** allowed in the R-1, R-2 and R-3 zones.
2. A sign not exceeding two (2) square feet in size accessory to a single-family dwelling or a home occupation, or six (6) square feet for a bed and breakfast inn.
3. A sign not exceeding twenty-four (24) square feet in size accessory to any other permitted or conditional use in the zone.
4. **No moving or flashing signs, lit signs, roof signs, A-frame signs, or banner signs shall be allowed in the R-1, R-2 and R-3 zones.**

5. **No sign shall be placed within ten (10) feet of any sign within any government installed street right-of-way (stop signs, traffic control sign, etc.)**

B. **In the R-4, D-D, C-1, C-2, M-P, I-P and P-F zones:** accessory signs are allowed. ~~Not more than one projecting sign or free-standing sign may be permitted per lot. The sign or signs shall not exceed a total aggregate area of one hundred twenty (120) square feet or one square foot for every foot of lot frontage along streets, other than alleys, whichever is less. No sign shall exceed twenty-five (25) feet in height measured from the adjacent road level, and display surfaces shall not be greater than twelve (12) feet in height, nor twenty-five (25) feet in width.~~

1. **General sign requirements.**

- a. **No sign shall be placed within ten (10) feet of any sign within any government installed street right-of-way (stop signs, traffic control signs, etc.)**
- b. **External light illuminating from a sign shall be directed away from a residential use or zone and shall not be located so as to distract motorists.**
- c. **No sign shall be of such intensity or brilliance as to impair the vision of a motor vehicle driver or interfere with the effectiveness of an official traffic sign, device, or signal.**
- d. **Where it can be demonstrated that directional signs are needed for directing or controlling vehicular access, or where such signs are required as a condition of approval for public safety, such signs may be permitted in addition to any other signs permitted by this section. Such signs shall be placed at each motor vehicle entrance or exit, shall not exceed nine (9) square feet in size and six (6) feet in height, and shall not restrict required site distances or pedestrian and vehicular flow.**

2. Sign types.

a. Building Signs. A maximum 20% of a building façade is allowed to have signs. A building façade is one exterior side of a building excluding the roof.

1) Wall signs.

2) Projecting signs. Projecting signs may extend over a sidewalk within the public right-of-way with a minimum clearance of 7.5 feet from the ground so as to not affect pedestrian traffic. Placement of projecting signs on Hwy 101 and Hwy 34 sidewalks are subject to agreement with the Oregon Department of Transportation.

3) Window signs.

4) Roof signs. Roof signs shall not exceed 16 feet in height above the adjacent street grade or the peak of the roof, whichever is less restrictive. Roof signs painted directly on the roof surface, or on a surface attached flush to the roof surface, are prohibited.

b. Permanent free-standing signs.

1) No more than one free-standing sign is permitted per street frontage per property.

2) Single pole signs are prohibited.

3) Monument signs shall have a maximum 8 foot height, maximum 10 foot width, and maximum 50 square feet.

4) Electrical service to free-standing signs shall be underground.

c. A-Frame signs.

1) No more than one A-frame sign is permitted per business.

2) A-frame signs may be placed on private property.

3) A-frame signs may be placed within the right-of-way on a sidewalk however a minimum four (4) feet of lateral clearance shall be maintained on a sidewalk. A-Frame signs may not impede pedestrian access or opening of vehicle doors. Placement of A-Frame signs on Hwy 101 and Hwy 34 sidewalks are subject to agreement with the Oregon Department of Transportation.

4) A-frame signs shall be a maximum of eight (8) square feet with maximum dimensions of two (2) feet wide by four (4) feet tall.

- 5) A-frame signs shall be secured by means of attaching an interior weight so as not to be movable (pushed, pulled, blown, etc.)
- 6) No objects shall be attached to A-frame signs, e.g. balloons, banners, etc.
- 7) A-frame signs are only permitted during business hours and should be removed during periods of high winds.

d. Banner signs.

- 1) One banner sign is allowed per business.
- 2) Banner signs shall not exceed 20 square feet.
- 3) Ground-mounted banner signs may be placed on private property and not be mounted in or extend into public right-of-way. Banners attached to a building may extend over a sidewalk within the public right-of-way with a minimum clearance of 7.5 feet from the ground so as to not impede pedestrian access.
- 4) No banner, other than the American flag, shall be placed in the flagpole holes along Hwy 101 or Hwy 34, and no banners shall be placed in the planters.

e. Digital signs.

- 1) One digital sign is allowed per business or institution. In addition, one digital 'open' sign is allowed per business.
- 2) Digital signs may not be externally or internally illuminated by a flashing light or a light that varies in intensity;
- 3) Digital signs must be equipped with a light sensor that automatically adjusts the intensity of the sign according to the amount of ambient light;
- 4) Digital signs must be designed to either freeze the display in one static position, display a full black screen or turn off in the event of a malfunction;
- 5) The change from one message to another message may not be more frequent than once every fifteen (15) seconds and the actual change process must be accomplished in two seconds or less; and
- 6) If attached to a building or displayed inside a building so as to be visible from outside, the digital sign shall be considered to be a building sign and included in the maximum 20% of a building façade that is allowed to have signs.

C. **In the M-W zone**, only signs in conjunction with an existing or approved activity are allowed, provided the sign is constructed such that it meets the requirements of Chapter 16.68, Flood Hazard Overlay Zone.

~~16.76.060 Advertising signs.~~

~~In the C-1, C-2 and I-P zones, advertising signs may be allowed by the Planning Commission as a conditional use. In addition to the applicable requirements of Chapter 16.84 of this title advertising signs must conform to the following standards:~~

~~1. Signs must be at least five hundred (500) feet apart on the same side of a road and at least two hundred fifty (250) feet apart on opposite sides of a road; and~~

~~2. Signs shall not exceed twenty five (25) feet in height measured from the adjacent road level, and display surfaces shall not be greater than twelve (12) feet in height nor twenty five (25) feet in width.~~

16.76.050 Temporary Signs.

In addition to the allowances for signs provided by this section, **temporary signs are allowed on private property with the following standards:**

~~A. In addition to the allowances for signs provided by this section, not more than two temporary signs of not more than twelve (12) square feet each may be established on any lot or parcel for a period of not more than ninety (90) days in any single calendar year, or for any period of time during which the property is for sale, lease or rent.~~

~~B. All such signs shall be maintained as provided for in Section 16.76.090 of this title.~~

~~C. Portable A frame and wheeled signs shall be allowed only in conjunction with a specific event, and shall not obstruct the safe and free flow of pedestrians and vehicular traffic. Such signs may be licensed for a period of five (5) consecutive days, after which a new sign permit must be obtained.~~

~~D. All temporary signs shall be removed by the sponsoring person, institution, group or company within three (3) days after the conclusion of the event.~~

A. No more than one temporary sign is permitted per property. Temporary signs are not permitted in the public right-of-way.

B. Temporary signs shall be a maximum of eight (8) square feet.

C. Temporary signs are allowed for not more than ninety (90) consecutive days or for any period of time during which the property is for sale, lease or rent, or for an election or event.

D. Temporary signs shall be secured so as not to be movable (pushed, pulled, blown, etc.)

E. No objects shall be attached to temporary signs, e.g. balloons, banners, etc.

16.76.060 Maintenance and Appearance of Signs.

All signs, together with all of their supports, braces, guys and anchors, shall be kept in good repair and maintained in a safe condition. All signs shall be maintained in a neat, clean and attractive condition.

16.76.070 Nonconforming Signs.

A.—A nonconforming sign or sign structure shall not be moved, structurally altered or enlarged in any manner unless such movement, alteration or enlargement would bring the sign into conformity with the requirements of this Chapter.

~~B.—Any nonconforming sign or sign structure must be maintained to meet the requirements of Section 16.76.090 of this title.~~

16.76.080 Abandoned Signs.

~~A.~~ Any sign shall be removed within fourteen (14) days of when the associated land use ***business or event*** has been discontinued or completed, or when the sign is no longer properly repaired or maintained as required by this Chapter.

B. Abandoned non-conforming signs shall be removed in their entirety.

16.76.090 Variances.

To provide for reasonable interpretation of this chapter, and in certain instances where this chapter will produce hardship, a variance may be granted. The business owner shall demonstrate that the situation is unique and that by complying with the current code language will cause substantial hardship. The owner cannot be granted any special privilege which would result in advantages over neighboring properties.

The Planning Commission shall hear all appeals and requests for variances, and a variance from the terms of this chapter shall not be granted by the Planning Commission unless and until all of the following conditions are met:

- 1) A public hearing is held per Chapter 16.108 of this title, following the procedure for notice of public hearing.***
- 2) The sign owner must demonstrate by written application that all of the following circumstances exist:***
 - a) That exceptions or extraordinary circumstances apply to the property or business which do not apply generally to other properties or businesses in the vicinity;***
 - b) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties or businesses in the same zone under the terms of this chapter. Nonconforming or illegal signs on the subject property or on nearby properties shall not constitute justification to support a variance request;***
 - c) That the variance requested is the minimum variance which will make possible the reasonable use of the property and still meet the intent of the ordinance; and***
 - d) The variance shall not be detrimental to the general public health, safety and welfare, and not be injurious to properties or improvements in the vicinity.***

Chapter 16.76

SIGNS

Sections:

16.76.010 Scope.

16.76.020 Definitions.

16.76.030 Permits required.

16.76.040 Zone requirements.

16.76.050 Temporary signs.

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16.76.010 Scope.

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16.76.020 Definitions.

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“Banner sign” means a ground-mounted or building-mounted banner, pennant, flag or similar type of sign on fabric or similar material.

“Building sign” means a wall, projecting/hanging, window or roof sign.

"Freestanding sign" means a sign which is supported by a separate independent structure and is not attached to or supported by any other building or structure.

“Monument sign” means a ground-mounted sign supported from grade with a solid base that is at least 75% of the width of the sign. A monument sign can also be supported with multiple architectural-designed posts. Single posts are prohibited.

"Nonconforming sign" means a sign which was erected legally but which does not comply with currently applicable sign restrictions and regulations.

"Off-premises sign" means any sign used for the purpose of displaying, advertising, identifying or directing attention to a business, service, activity or place, including products offered for sale or sold on premises other than on the premises where such sign is displayed.

"Projecting sign" means a sign which is attached to the wall, overhang or awning of a building and which projects more than twelve (12) inches beyond the wall, overhang or awning of the building.

"Sign" means an identification, description, illustration, or device which is affixed to or represented, directly or indirectly, upon a building, structure or land, and which directs attention to a product, place, activity, person, institution or business.

"Temporary sign" means any sign which is not permanently installed to or affixed to any sign structure or building, and is accessory to an event, election, government or institutional sponsored activity, lease, rental or sale of limited, fixed duration. A temporary sign does not include an A-Frame sign as identified above.

"Size" means the aggregate area of all sign display surfaces located on a single structure, but excluding posts and base that are without attached identification, description or illustration. Two surfaces parallel and back to back on the same structure, e.g. a blade sign or 2-sided monument sign, shall be considered a single display surface.

"Wall sign" means a sign attached to or painted on a wall of a building with a display surface which projects no more than twelve (12) inches from the surface of the wall and not higher than the lowest roof edge above the building wall to which it is attached.

16.76.030 Permits required.

- A. Except as herein provided, no sign shall be erected, replaced, altered or relocated without the property owner first obtaining a sign permit demonstrating that the sign is or will be in compliance with all provisions of this chapter. A-Frame signs and Banner signs, as defined above, are exempt from sign permits.
- B. Permits are issued for specific property only. Permits may transfer with ownership provided the signage is not altered or moved except to bring it into compliance with this section.
- C. Fees for sign permits shall be established by resolution of the city council, and shall be paid prior to the sign being placed or altered.
- D. Signs conforming to the current code that are damaged by acts of nature, vandalism or accident shall not be assessed a new sign permit fee when repaired to the pre-damaged condition. The owner of such signs shall be required to obtain a building permit prior to construction.

- E. A building permit shall be required of all signs as provided for in the Oregon Structural Specialty Code, which shall be issued prior to sign placement, construction, or alteration.

16.76.040 Zone Requirements.

- A. In the R-1, R-2, and R-3 zones: one (1) accessory sign shall be allowed and shall be limited to the following sizes and restrictions:
1. Only wall signs are allowed in the R-1, R-2 and R-3 zones.
 2. A sign not exceeding two (2) square feet in size accessory to a single-family dwelling or a home occupation, or six (6) square feet for a bed and breakfast inn.
 3. A sign not exceeding twenty-four (24) square feet in size accessory to any other permitted or conditional use in the zone.
 4. No moving or flashing signs, lit signs, roof signs, A-frame signs, or banner signs shall be allowed in the R-1, R-2 and R-3 zones.
 5. No sign shall be placed within ten (10) feet of any sign within any government installed street right-of-way (stop signs, traffic control sign, etc.)
- B. In the R-4, D-D, C-1, C-2, M-P, I-P and P-F zones:
1. General sign requirements.
 - a. No sign shall be placed within ten (10) feet of any sign within any government installed street right-of-way (stop signs, traffic control signs, etc.)
 - b. External light illuminating from a sign shall be directed away from a residential use or zone and shall not be located so as to distract motorists.
 - c. No sign shall be of such intensity or brilliance as to impair the vision of a motor vehicle driver or interfere with the effectiveness of an official traffic sign, device, or signal.
 - d. Where it can be demonstrated that directional signs are needed for directing or controlling vehicular access, or where such signs are required as a condition of approval for public safety, such signs may be permitted in addition to any other signs permitted by this section. Such signs shall be placed at each motor vehicle entrance or exit, shall not exceed nine (9) square feet in size and six (6) feet in height, and shall not restrict required site distances or pedestrian and vehicular flow.
 2. Sign types.
 - a. Building Signs. A maximum 20% of a building façade is allowed to have signs. A building façade is one exterior side of a building excluding the roof.

- 1) Wall signs.
 - 2) Projecting signs. Projecting signs may extend over a sidewalk within the public right-of-way with a minimum clearance of 7.5 feet from the ground so as to not affect pedestrian traffic. Placement of projecting signs on Hwy 101 and Hwy 34 sidewalks are subject to agreement with the Oregon Department of Transportation.
 - 3) Window signs.
 - 4) Roof signs. Roof signs shall not exceed 16 feet in height above the adjacent street grade or the peak of the roof, whichever is less restrictive. Roof signs painted directly on the roof surface, or on a surface attached flush to the roof surface, are prohibited.
- b. Permanent free-standing signs.
- 1) No more than one free-standing sign is permitted per street frontage per property.
 - 2) Single pole signs are prohibited.
 - 3) Monument signs shall have a maximum 8 foot height, maximum 10 foot width, and maximum 50 square feet.
 - 4) Electrical service to free-standing signs shall be underground.
- c. A-Frame signs.
- 1) No more than one A-frame sign is permitted per business.
 - 2) A-frame signs may be placed on private property.
 - 3) A-frame signs may be placed within the right-of-way on a sidewalk however a minimum four (4) feet of lateral clearance shall be maintained on a sidewalk. A-Frame signs may not impede pedestrian access or opening of vehicle doors. Placement of A-Frame signs on Hwy 101 and Hwy 34 sidewalks are subject to agreement with the Oregon Department of Transportation.
 - 4) A-frame signs shall be a maximum of eight (8) square feet with maximum dimensions of two (2) feet wide by four (4) feet tall.
 - 5) A-frame signs shall be secured by means of attaching an interior weight so as not to be movable (pushed, pulled, blown, etc.)
 - 6) No objects shall be attached to A-frame signs, e.g. balloons, banners, etc.

- 7) A-frame signs are only permitted during business hours and should be removed during periods of high winds.
- d. Banner signs.
- 1) One banner sign is allowed per business.
 - 2) Banner signs shall not exceed 20 square feet.
 - 3) Ground-mounted banner signs may be placed on private property and not be mounted in or extend into public right-of-way. Banners attached to a building may extend over a sidewalk within the public right-of-way with a minimum clearance of 7.5 feet from the ground so as to not impede pedestrian access.
 - 4) No banner, other than the American flag, shall be placed in the flagpole holes along Hwy 101 or Hwy 34, and no banners shall be placed in the planters.
- e. Digital signs.
- 1) One digital sign is allowed per business or institution. In addition, one digital 'open' sign is allowed per business.
 - 2) Digital signs may not be externally or internally illuminated by a flashing light or a light that varies in intensity;
 - 3) Digital signs must be equipped with a light sensor that automatically adjusts the intensity of the sign according to the amount of ambient light;
 - 4) Digital signs must be designed to either freeze the display in one static position, display a full black screen or turn off in the event of a malfunction;
 - 5) The change from one message to another message may not be more frequent than once every fifteen (15) seconds and the actual change process must be accomplished in two seconds or less; and
 - 6) If attached to a building or displayed inside a building so as to be visible from outside, the digital sign shall be considered to be a building sign and included in the maximum 20% of a building façade that is allowed to have signs.
- C. In the M-W zone, only signs in conjunction with an existing or approved activity are allowed, provided the sign is constructed such that it meets the requirements of Chapter 16.68, Flood Hazard Overlay Zone.

16.76.050 Temporary Signs.

In addition to the allowances for signs provided by this section, temporary signs are allowed on private property with the following standards:

- A. No more than one temporary sign is permitted per property. Temporary signs are not permitted in the public right-of-way.
- B. Temporary signs shall be a maximum of eight (8) square feet.
- C. Temporary signs are allowed for not more than ninety (90) consecutive days or for any period of time during which the property is for sale, lease or rent, or for an election or event.
- D. Temporary signs shall be secured so as not to be movable (pushed, pulled, blown, etc.)
- E. No objects shall be attached to temporary signs, e.g. balloons, banners, etc.

16.76.060 Maintenance and Appearance of Signs.

All signs, together with all of their supports, braces, guys and anchors, shall be kept in good repair and maintained in a safe condition. All signs shall be maintained in a neat, clean and attractive condition.

16.76.070 Nonconforming Signs.

A nonconforming sign or sign structure shall not be moved, structurally altered or enlarged in any manner unless such movement, alteration or enlargement would bring the sign into conformity with the requirements of this Chapter.

16.76.080 Abandoned Signs.

A. Any sign shall be removed when the associated business or event has been discontinued or completed, or when the sign is no longer properly repaired or maintained as required by this Chapter.

B. Abandoned non-conforming signs shall be removed in their entirety.

16.76.090 Variances.

To provide for reasonable interpretation of this chapter, and in certain instances where this chapter will produce hardship, a variance may be granted. The business owner shall demonstrate that the situation is unique and that by complying with the current code language will cause substantial hardship. The owner cannot be granted any special privilege which would result in advantages over neighboring properties.

The Planning Commission shall hear all appeals and requests for variances, and a variance from the terms of this chapter shall not be granted by the Planning Commission unless and until all of the following conditions are met:

- 1) A public hearing is held per Chapter 16.108 of this title, following the procedure for notice of public hearing.
- 2) The sign owner must demonstrate by written application that all of the following circumstances exist:
 - a) That exceptions or extraordinary circumstances apply to the property or business which do not apply generally to other properties or businesses in the vicinity;

- b) That literal interpretation of the provisions of this chapter would deprive the applicant of rights commonly enjoyed by other properties or businesses in the same zone under the terms of this chapter. Nonconforming or illegal signs on the subject property or on nearby properties shall not constitute justification to support a variance request;
- c) That the variance requested is the minimum variance which will make possible the reasonable use of the property and still meet the intent of the ordinance; and
- d) The variance shall not be detrimental to the general public health, safety and welfare, and not be injurious to properties or improvements in the vicinity.

**City of Waldport
2015 LAND USE / BUILDING PERMIT ACTIVITY**

Date	Application/ Activity	Applicant	Zoning	Tax Map/Lot Location	Description	Status
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For the Period February 14, 2015 through March 16, 2015

3/3/15	Building Permit	Washington Federal Savings	D-D	13-11-19AC/4000 325 Hemlock	ATM and Night Drop addition to existing building	Approved 3/6/15
3/11/15	Building Permit	Susan Buntin & Don Hawley	C-1	13-11-18DD/2300 325 Spencer	New single family dwelling	Pending setback revision. Revision rec`vd/approved 3/16/15
3/11/15	Building Permit	Calappooya River, LLC	C-1	13-12-25AA/1128 290 Range Dr Waldport Clinic	New clinic building	Pending building height revision