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## CHAPTER 13 SIGN REGULATIONS

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### ARTICLE 13.01 SCOPE AND APPLICABILITY

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#### Sec. 13.01.01 Purposes

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The purposes of this Chapter are to provide uniform sign standards that:

- A. Promote community pride and a positive image of the City;
- B. Protect the rights of persons and businesses to freedom of speech under State of Texas [Texas Constitution Article I, Section 8] and federal [United States Constitution, First Amendment] law;
- C. Ensure consistency with Texas statutes relating to sign regulation;
- D. Facilitate economic development;
- E. Reduce the confusion and traffic hazards that result from excessive and prolific use of sign displays;
- F. Promote public safety and protect persons and property by ensuring that signs do not create a hazard by:
  1. Collapsing, catching fire, or otherwise deteriorating or decaying;
  2. Confusing or distracting motorists; or
  3. Impairing drivers' ability by obstructing the awareness or visibility of pedestrians, obstacles, or other vehicles, or to read traffic control devices or signs
- G. Control the number, size, height, location, lighting, and design characteristics of signs to avoid visual clutter which leads to decline in the community's appearance and property values, and reduces the effectiveness of the signs;
- H. Clearly identify various sign types by their physical and structural characteristics in order to make the regulations easy to use, while promoting the City's goals and objectives relating to the design, appearance, and economic effectiveness of signs;
- I. Address the latest and emerging technologies in the sign industry, such as electronic message centers and other types of illuminated signs, in a way that allows persons and businesses to convey and communicate while also:
  1. Protecting the use and character of neighborhoods;
  2. Enhancing the function and appearance of the City's commercial corridors; and
  3. Promoting the City's character and design objectives;
- J. Implement the City's Comprehensive Plan, Bell Boulevard Master Plan, and other related plans and vision statements; and
- K. Coordinate the City's sign regulations with the applicable zoning districts in order to protect and promote the purpose and character of those districts.

#### Sec. 13.01.02 Authority

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- A. **Authority to Regulate Signs.** This Chapter is authorized by Article XI § 5 of the Texas Constitution, Home Rule Authority inherent under the City Charter, and the Texas Local Government Code including, but not limited to Chapter 211, Municipal Zoning Authority, and Chapter 216, Regulation of Signs by Municipalities.
- B. **Authority of Sign Administrator.** The Sign Administrator or his/her designee shall administer and enforce the provisions of this Chapter, including without limitation:
  1. *Permits and Fees.* Issuing permits and collecting the fees required by this Chapter;

2. *Inspections.* Conducting appropriate inspections to insure compliance with this Chapter;
3. *Appeals.* Receiving and processing appeals for the Planning and Zoning Commission;
4. *Requiring Compliance.* Instituting legal proceedings, including suits for injunctive relief when necessary, to ensure compliance with this Article; and
5. *Violations.* Investigating complaints of alleged violations of this Chapter.

### Sec. 13.01.03 Applicability

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- A. **Generally.** As of the effective date of this Ordinance, all erection, construction, modification, relocation, repair, maintenance, or conversion of signs within the City of Cedar Park and its extraterritorial jurisdiction (ETJ) shall conform to the standards and requirements of this Chapter, all State and Federal regulations concerning signs and advertising, and all applicable building codes. Generally, signs are approved by issuance of a sign permit, as provided in Sec. 13.05.01, *Permitting*. However, there are some signs that do not require a permit, which are provided in Sec. 13.05.01.G, *No Sign Permit Required*.
- B. **No Restriction on Content.** This Chapter regulates only the sign location, structure, and copy design, and not sign content. No provision of this Chapter shall be construed to regulate or restrict sign content or message. Any sign authorized in this Chapter may contain any non-commercial copy in lieu of any other copy.
- C. **Exemptions:**
  1. *Exclusion from Sign Area Calculation.* Because address signs further the compelling governmental interest of assisting emergency service personnel, law enforcement, fire protection, and other public safety officials in identifying locations needing emergency assistance, numbers and letters for addressing are not included in the calculation of sign area if they are less than 14 inches in height in residential zoning districts and 24 inches in height in nonresidential zoning districts.
  2. *Addressing.* The City finds that posting of the addresses on buildings in locations that are visible from the street is necessary for the effective delivery of public safety services. The efficient and timely delivery of emergency services is a compelling governmental interest. Accordingly, the City requires that street addresses shall be posted as per the adopted Fire Code.
  3. *Subordination.* Cedar Park is subordinate to the laws of the Federal Government and State of Texas. This Chapter does not prohibit signs, require sign permits, or regulate sign locations or sign characteristics to the extent that they are required to be permitted by State or Federal law or allow signs that are prohibited by State or Federal law.
  4. *Government Signs.* In order to promote the compelling interests of the City, State, and Federal Governments in managing traffic, protecting against public hazards and nuisances, and announcing government programs and the location of facilities, infrastructure, rights-of-way, and other public areas, government signs are exempt from this Chapter.

## ARTICLE 13.02: DESIGN AND MAINTENANCE

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### Sec. 13.02.01 Design Standards

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A sign described in this Chapter shall comply with the restrictions provided in Article 13.03, *Sign Standards*, and all applicable restrictions of this Chapter, other requirements of the Code of Ordinances, and applicable State or Federal law. In the case of any conflicts between this and other sign regulations, the most restrictive regulation applies unless the City's authority is preempted by a higher order of government.

## Sec. 13.02.02 Illumination of Signs

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- A. **Where Permitted.** The standards for individual sign types in [Article 13.03, Sign Standards](#), indicate whether illumination is allowed, and the type of illumination allowed (internal illumination, external illumination, or halo lit).
- B. **Generally.** The following illumination requirements apply to all new signs:
1. *Compliance with Electrical Code.* Illuminated signs shall comply with all applicable provisions of the Electrical Code of the City of Cedar Park. All electrical connections to the sign shall be placed underground. Electrical transformer boxes and raceways shall be concealed from public view. If a raceway cannot be mounted internally behind the finished exterior wall, the exposed metal surfaces of the raceway shall be finished to match the background wall or integrated into the overall sign design. If raceways are necessary, they shall never extend in width or height beyond the area of the sign's lettering or graphics.
  2. *Hazards.* Artificial light used in conjunction with the lighting of any sign shall not be directed or reflected onto any structure or constitute a hazard to the safe and efficient operation of vehicles upon a street or highway.
  3. *Rotating or Flashing Lights.* No rotating beam or flashing beacon light shall be used on any sign or sign structure.
  4. *Shield the Light Source.* The light source, whether internal or external, shall be shielded from view or directed so that the light intensity or brightness is directed away from the public right-of-way or boundary of any residential zoning district or residentially used property. Ground-mounted external flood lighting shall be shielded and properly placed and directed to avoid direct visibility of the directed light to passing motorists.
  5. *Light Trespass.* No sign or associated luminaire shall create light spillover of more than 0.1 foot-candles at any property line within or bounding a residential use or district.
  6. *Types of Lighting.* Exposed neon tubing may be used in conjunction with other types of materials to attractively emphasize the sign copy. Fluorescent and incandescent lighting shall be diffused by translucent glass or plastic.
  7. *Use a Projected Light Source.* Illumination by a projected light shall be an indirect spotlight or gooseneck down light. External lighting fixtures shall not cast light or glare in any direction other than on the elements of the sign. Such lighting shall be placed so as to provide even illumination to the signage and to avoid hot spots or dark areas on the signage.
- C. **Timing.** Illuminated signs within a residentially zoned area shall shut off between the hours of 10:00 PM and 6:00 AM. The sign shall include an automatic shut-off mechanism to ensure that the signs are not illuminated during the time provided above.
- D. **Brightness.** Illuminated signs shall not operate at brightness levels of more than 0.3 foot-candles above ambient light conditions at the property line, as measured using a foot-candle meter. Illumination levels shall be measured in foot-candles with a meter sensor in a horizontal position at an approximate height of three (3) feet above grade. Maximum illumination readings are to be taken directly beneath the luminaire. The point at which readings shall be taken is dependent upon the area classification and fixture arrangements. (See also [Division 11.05.02, Performance Standards](#)).
- E. **Prohibited Illumination.** An illuminated sign shall not:
1. Be illuminated by flashing, intermittent, or moving lights;
  2. Include audio, pyrotechnic, or bluecasting (bluetooth advertising) components; or
  3. Consist of a static image projected upon a stationary object.

## Sec. 13.02.03 Electronic Message Centers (EMCs) and Changeable Copy

---

### A. Generally.

1. Electronic message centers (EMCs) and manual changeable copy may be used as part of monument signs and canopy signs where indicated in Article 13.03, *Sign Standards*, pursuant to the standards of this Section.
2. No sign structure that includes a changeable copy sign may also include an EMC.
3. All EMC and manual changeable copy regulations are also subject to all general illumination standards as set forth in Sec. 13.02.02, *Illumination of Signs*.

### B. Electronic Message Centers (EMCs).

#### 1. Generally.

- a. Size calculation is based on the total sign face dimensions, whereby the EMC reader panel area is counted against the total allowable sign area, as provided in Sec. 13.03.02, *Attached Signs*, and Sec. 13.03.03, *Freestanding Signs*.

#### 2. Illumination.

- a. *Light Trespass.* All message center signs that are directly illuminated shall include a sensor or other device that automatically determines the ambient illumination and is programmed to automatically dim according to ambient light conditions, or that can be adjusted to comply with the foot-candle requirement. In areas zoned for any type of residential district or use, a trespass limit of 0.1 foot-candles shall be enforced at the property line.
- b. *Technology.* The technology currently being deployed for EMCs is LED (light emitting diode), but there may be alternate, preferred and/or superior technology available in the future. Any other technology that complies with the illumination standards is permitted.

#### 3. Spacing. EMCs shall have a minimum spacing of:

- a. At least 50 feet between the EMC and the property line of any residential use or district and shall shut off between the hours of 12:00AM and 5:00AM. The distance is calculated as the shortest measurable distance between the nearest point of the sign to the edge of the residential property line or district, or to the property line of an institutional use.
- b. At least 50 feet between any two (2) EMCs on separate properties.

#### 4. Design Requirements.

- a. *Percentage of Sign Area.* EMCs, including their frames, shall comprise no more than 50 percent of the sign area of a monument sign and a maximum of 12 square feet of a canopy sign. The balance of the sign area shall use permanent, dimensional letters or symbols.

Figure 13.02.03 .01

Electronic Message Center Maximum Face Area for Monument/Canopy Signs



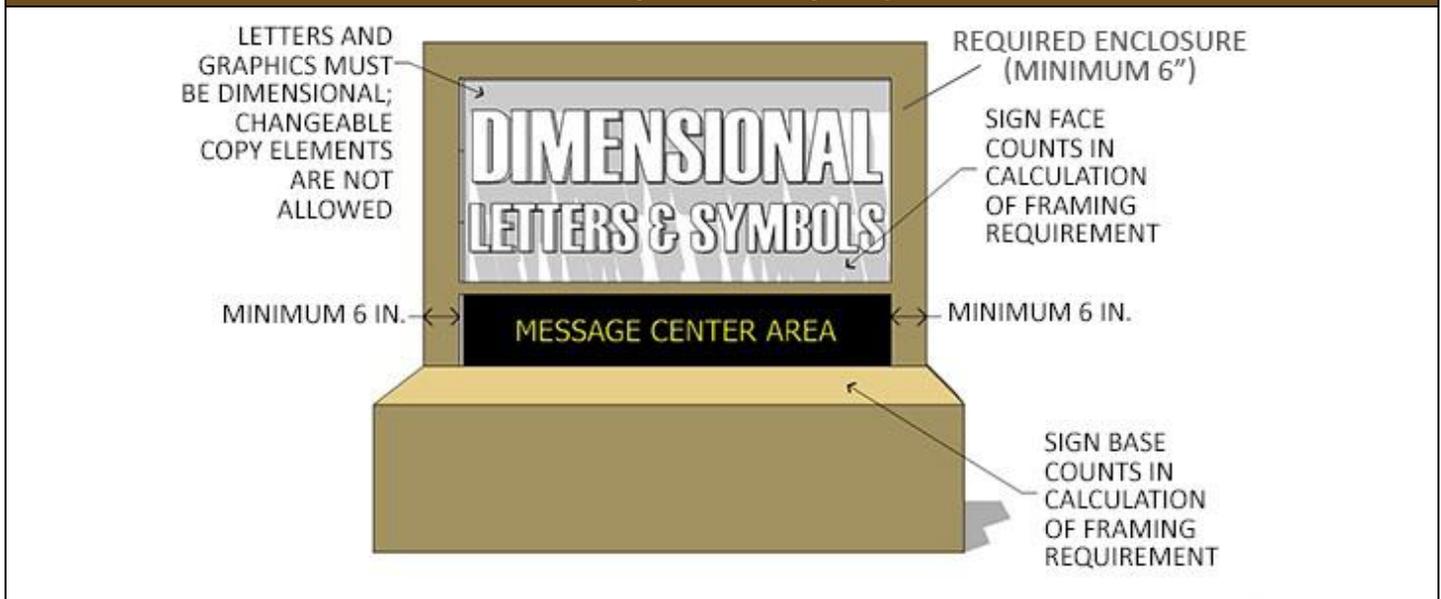
Monument Sign - EMC  $\leq$  50%



Canopy Sign - EMC  $\leq$  12 square feet

- b. *Minimum Display Time.* Each static message on the sign must be displayed for a minimum of eight seconds duration. Message changes shall be completed within one (1) second.
- c. *Digital Copy.* EMCs shall contain static messages only, and shall not have movement or the appearance or optical illusion of movement during the static display period of any part of the sign. Each static message shall not include any flashing or the varying of light intensity, and the message shall not scroll.
- d. *Safety.* An EMC must:
  - (i) Include systems and monitoring to either turn the display off or show "full black" on the display and freeze the sign in one (1) position at the maximum illumination provided in Sec. 13.02.03, Electronic Message Centers (EMCs) in the event of a malfunction;
  - (ii) Be designed so that if a catastrophic power surge occurs, the sign will go dark or will have maximum brightness limitations in place; and
  - (iii) Contain a default mechanism that freezes the sign in one (1) position if a malfunction occurs.

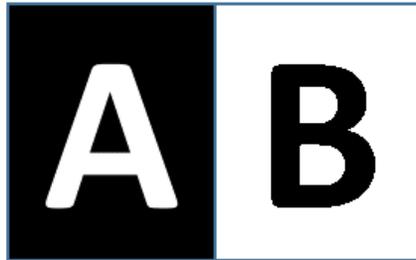
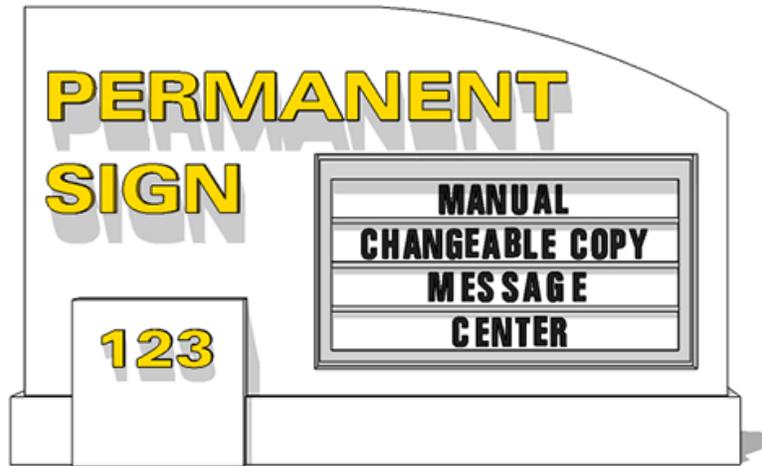
Figure 13.02.03.02  
Electronic Message Center Design Requirements



### C. Manual Changeable Copy.

1. *Illumination.* Manual changeable copy signs shall not be internally illuminated unless:
  - a. They use opaque inserts with translucent letters, numbers, or symbols;
  - b. Blank or dark opaque inserts that are the same color as the opaque portions of the letters, numbers, and symbols are used over all areas of the sign where copy is not present; and
  - c. The opaque portion of the letters, numbers, and symbols is the same color.
2. *Lettering.* Lettering of changeable copy signs shall be of a single style and shall be of uniform color and size.
3. *Size.* Manual changeable copy signs, including their frames, may comprise up to fifty (50) percent of the sign area of a monument sign or up to twelve (12) square feet of a canopy sign. The balance of the sign area shall use permanently affixed letters or symbols.
4. *Integral Element.* Manual changeable copy signs are only permitted as an integral element of a monument or canopy sign, which encloses the changeable copy area on all sides with a finish of brick, stone, stucco, powder coated (or comparably finished) metal, or the surface of the sign face.
5. *Enclosure.* The enclosure shall extend at least six (6) inches from the changeable copy area in all directions. Gaps between the changeable copy area and the surround are permitted to accommodate locks and hinges for a cover for the changeable copy area, but only to the extent necessary for such locks and hinges to operate.

Figure 13.02.03.03  
Manual Changeable Copy Sign



EMCs and manual changeable copy signs may be internally illuminated if they use opaque inserts with translucent letters, numbers, or symbols, as displayed by "A" above. These signs shall not be internally illuminated if they use clear or translucent inserts with opaque or translucent letters, numbers, or symbols, as displayed by "B" above.

## Sec. 13.02.04 Construction Standards

### A. General Regulations.

1. All signs and their locations shall comply with the provisions of the City's adopted building and electrical codes as applicable and any additional standards stated in this Ordinance and other ordinances of the City.
2. Supports and braces shall be an integral part of the sign design. Angle irons, chains, or wires used for supports or braces shall be hidden from public view to the extent technically feasible.
3. Any permanent sign faces erected or maintained on any freestanding sign structure other than the principle sign for which the structure was designed must be compatible with the original design and meet all other requirements of this Chapter.

4. Freestanding signs shall be self-supporting structures and be permanently attached to sufficient foundations.
5. Attached signs must derive their principle and total support from the building to which they are attached.

**B. Electrical Standards.**

1. Electrical service to illuminated signs shall be concealed to the maximum extent practicable.
2. Electrical signs shall be marked with input amperes at full load.
3. Each illuminated and/or electrical sign shall bear a label or certification visible from the ground, from the Underwriter's Laboratories, Inc. (UL), or any other approved independent electrical inspection agency qualified to make that certification.

### **Sec. 13.02.05 Sign Maintenance**

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All signs in the City and ETJ shall be maintained in good repair and working order at all times. The Sign Administrator may order the painting, repair, or removal of a sign and accompanying landscaping which constitute a hazard to safety, health, or public welfare by reason of inadequate maintenance, dilapidation, obsolescence, or abandonment.

## **ARTICLE 13.03: SIGN STANDARDS**

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### **Sec. 13.03.01 Individual Sign Type Standards**

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This Chapter establishes standards for individual sign types, including:

- A. Whether the sign type is permitted in the designated zoning district(s) or the City's Extraterritorial Jurisdiction (ETJ).
- B. Whether a sign permit is required.
- C. The maximum number of signs that may be permitted, such as:
  1. Number per street frontage;
  2. Number per each business or institution (occupying a multi-tenant building) that has its own ground floor entryway or storefront;
  3. Number per single-tenant building or multi-tenant building with a single entry; or
  4. Total number of that sign type on a single lot or parcel.
- D. Maximum sign dimensions, including:
  1. Area; and
  2. Height.
- E. Property line setbacks.
- F. Spacing between signs.
- G. Design characteristics, including whether the following design features are allowed or required:
  1. Electronic Message Centers (EMC);
  2. Internal illumination;
  3. External illumination;
  4. Halo lit illumination;
  5. Channel letters; or

- 6. Manual changeable copy.

### Sec. 13.03.02 Attached Signs

- A. **Applicability.** This Subsection applies to attached signs.
- B. **Generally.** Attached signs shall not substantially obscure or cover an architectural feature, such as a window, door, entryway, cornice, sill, or fire escape.
- C. **Canopy Signs.**
  - 1. *Standards.*
    - a. Right-of-Way Encroachment Prohibited. Canopy signs shall not extend into any portion of the street right-of-way.
    - b. Vertical Clearance. The minimum required vertical clearance is at least 10 feet above the finished grade.



**Table 13.03.02.01  
Canopy Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Permit Required	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Number per Street Frontage	NA	NA	NA	NA	NA	NA	NA	NA	NA
Maximum Number per Each Business or Institution (occupying a multi-tenant building) with its Own Ground Floor Entryway or Storefront	1	1	1	1	1	1	1	1	1
Maximum Total Number per Single-Tenant Building or Multi-Tenant Building with a Single Entry	1	1	6	6	6	6	6	6	6
Maximum Total Number	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Dimensions</b>									
Maximum Cumulative Sign Area (square feet) <sup>1</sup>	45	45	90	90	90	90	90	90	90
Maximum Height (feet-per sign)	3	3	3	3	3	3	3	3	3
<b>Location</b>									
Minimum Property Line Setback (feet)	ZD	ZD	ZD	ZD	ZD	ZD	ZD	ZD	ZD

**Table 13.03.02.01  
Canopy Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Minimum Spacing between Other Signs (feet)	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Design Characteristics</b>									
EMC <sup>1</sup>	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Internal Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
External Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Changeable Copy	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**Table Notes:**

- Yes. The sign type or characteristic is permitted.
- No. The sign type or characteristic is not permitted.
- NA. The standard is not applicable.
- NR. The sign type is permitted for non-residential uses only.
- ZD. As established for the principal building by the applicable zoning district.
- 1. Maximum cumulative area of EMCs or a manual changeable copy sign is 12 sf.

**D. Awning Signs.**

1. *Vertical Clearance.* The minimum required vertical clearance is at least ten (10) feet above the finished grade.
2. *Limitation.* Awning signs are permitted only when there is no wall sign.

**Figure 13.03.02.02  
Awning Sign Standards**



**Table 13.03.02.02  
Awning Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Permit Required	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Number per Street Frontage	NA	NA	NA	NA	NA	NA	NA	NA	NA

**Table 13.03.02.02  
Awning Sign Standards**

<b>Zoning Districts → ↓ Requirements</b>	<b>RA, ES, SR, SU, OR, OG, or ETJ</b>	<b>UR, MF</b>	<b>NB, LB, PO</b>	<b>GB</b>	<b>HC, LI</b>	<b>MU, TC</b>	<b>H, PS</b>	<b>HI</b>	<b>PA</b>
Maximum Number per Each Business or Institution (occupying a multi-tenant building) with its Own Ground Floor Entryway or Storefront	1	1	1	1	1	1	1	1	1
Maximum Total Number per Single-Tenant Building or Multi-Tenant Building with a Single Entry	1	1	3	3	3	3	3	3	3
Maximum Total Number	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Dimensions</b>									
Maximum Sign Area (square feet-per sign)	45	45	45	45	45	45	45	45	45
Maximum Height (feet-per sign)	3	3	3	3	3	3	3	3	3
<b>Location</b>									
Minimum Property Line Setback (feet)	ZD	ZD	ZD	ZD	ZD	ZD	ZD	ZD	ZD
Minimum Spacing between Other Signs (feet)	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Design Characteristics</b>									
EMC	No	No	No	No	No	No	No	No	No
Internal Illumination	No	No	No	No	No	No	No	No	No
External Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	No	No	No	No	No	No	No	No	No
Channel Letters	No	No	No	No	No	No	No	No	No
Changeable Copy	No	No	No	No	No	No	No	No	No
<p><b>Table Notes:</b>                      Yes. The sign type or characteristic is permitted.                      No. The sign type or characteristic is not permitted.                      NA. The standard is not applicable.                      NR. The sign type is permitted for non-residential uses only.                      ZD. As established for the principal building by the applicable zoning district.</p>									

**E. Projecting Signs.**

1. *Standards.* (See Figure 13.03.02.03, *Projecting Sign*)

a. *Size.*

(i) No projecting sign shall extend more than five (5) feet from the face of the building.

(ii) A projecting sign may not extend into any portion of the street right-of-way.

b. *Vertical Clearance.* The minimum required vertical clearance is at least 9 feet above any sidewalk.

- c. *Location.* The upper edge of a projecting sign shall not extend vertically above the eave line of a structure.
- d. *Attachment.* All projecting signs shall be attached at right angles to the supporting structure in a manner consistent with the applicable building code.

**Figure 13.03.02.03  
Projecting Sign**



**Table 13.03.02.03  
Projecting Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	NR
Permit required	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Maximum Number per Street Frontage	NA	NA	NA	NA	NA	NA	NA	NA	NA
Maximum Number per Each Business or Institution (occupying a multi-tenant building) with its Own Ground Floor Entryway or Storefront	1	1	1	1	1	1	1	1	1
Maximum Total Number per Single-Tenant Building or a Multi-Tenant Building with a Single Entry	1	1	1	1	1	1	1	1	1
Maximum Total Number	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Dimensions and Location</b>									
Maximum Sign Area (square feet-per sign)	12	12	12	16	16	16	16	16	16
Maximum Height (feet)	6	6	6	8	8	8	8	8	8
Minimum Spacing Between Other Signs (feet)	10	10	10	10	10	10	10	10	10
<b>Design Characteristics</b>									
EMC	No	No	No	No	No	No	No	No	No
Internal Illumination	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**Table 13.03.02.03  
Projecting Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
External Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Changeable Copy	No	No	No	No	No	No	No	No	No

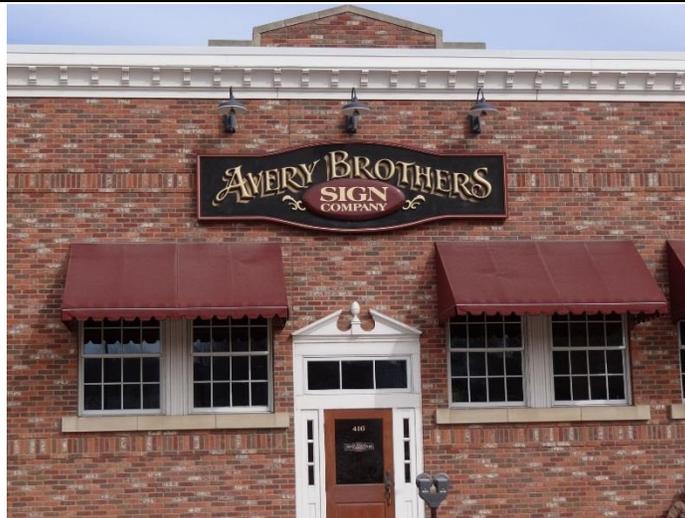
**Table Notes:**

- Yes. The sign type or characteristic is permitted.
- No. The sign type or characteristic is not permitted.
- NA. The standard is not applicable.
- NR. The sign type is permitted for non-residential uses only.
- ZD. As established for the principal building by the applicable zoning district.

**F. Wall Signs (including Murals).**

1. *Standards.* See Figure, 13.03.02.04, *Illustrative Wall Signs.*
2. Wall signs for non-residential uses, or in a NB, LB, PO, GB, HC, LI, MU, TC, H, PS, HI, or PA district, shall not face a residential use on an adjoining lot.

**Figure 13.03.02.04  
Illustrative Wall Signs**



**Table 13.03.02.04  
Wall Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Permit Required	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Maximum Number Per Street Frontage	NA	NA	NA	NA	NA	NA	NA	NA	NA

**Table 13.03.02.04  
Wall Sign Standards**

<b>Zoning Districts → ↓ Requirements</b>	<b>RA, ES, SR, SU, OR, OG, or ETJ</b>	<b>UR, MF</b>	<b>NB, LB, PO</b>	<b>GB</b>	<b>HC, LI</b>	<b>MU, TC</b>	<b>H, PS</b>	<b>HI</b>	<b>PA</b>
Maximum Number Per Each Business or Institution (occupying a multi-tenant building) with its Own Ground Floor Entryway or Storefront (Primary / Secondary) <sup>1</sup>	1/1	1/1	1/1	1 /1	1 /1	1 /1	1 /1	1 /1	1 /1
Maximum Total Number Per Single-Tenant Building or Multi-Tenant Building with a Single Entry (Primary / Secondary) <sup>1</sup>	3/1	3/1	3/1	3/2	3/2	3/2	3/2	3/2	3/2
<b>Dimensions</b>									
Maximum Height (feet)(based on distance from grade to top of sign) <sup>2</sup>	4' (building < 20') 6' (building 20'-30') 8' (building over 30')			4' (building < 20') 6' (building 20'-30') 8' (building over 30') 10' (building over 50')					
Maximum width percentage (%) (based on length of tenant space in multi-tenant building or single tenant in single tenant building )	60%	60%	60%	60%	60%	60%	60%	60%	60%
<b>Design Characteristics</b>									
EMC	No	No	No	No	No	No	No	No	No
Internal Illumination	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
External Illumination	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Channel Letters	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Changeable Copy	No	No	No	No	No	No	No	No	No

**Table Notes:**

- The applicant shall designate the wall that includes the primary entrance to the building as the primary wall, and remaining walls as secondary walls. The number to the left of the forward slash is the maximum number of signs allowed on the primary wall, while the number to the right of the slash is the maximum number of total signs allowed on all secondary walls (example: 3/2 indicates that 3 signs are allowed on the primary and 2 total on the secondary walls; 1/1 (NR) means that 1 sign is allowed on the primary wall, and that non-residential uses permitted in the district are allowed 1 sign on a secondary wall).
- If the wall sign is over a pedestrian walkway or vehicular drive, a minimum vertical clearance of 9' shall be provided between the grade and the lowest portion of the sign.

**General Notes:**

- For all vertical wall signs, the maximum width regulation noted above shall become the maximum height and the maximum height regulation noted above shall become the maximum width.
- A wall sign may include neon tubing attached directly to a wall surface when forming a border, letters, logo, or preform designs.  
Yes. The sign type or characteristic is permitted.  
No. The sign type or characteristic is not permitted.  
NR. The sign type is permitted for non-residential uses only.  
NA. The standard is not applicable.  
ZD. As established for the principal building by the applicable zoning district.

**G. Window Signs.**

**Figure 13.03.02.05  
Illustrative Window Sign**



**Table 13.03.02.05  
Window Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Permit required	No	No	No	No	No	No	No	No	No
Maximum Number Per Street Frontage	NA	NA	NA	NA	NA	NA	NA	NA	NA
Maximum Total Number	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Dimensions</b>									
Maximum Sign Area (percent of total window area per tenant space)	25%	25%	25%	25%	25%	25%	25%	25%	25%
Maximum Height (feet)	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Location</b>									
Minimum Spacing Between Other Signs (feet)	NA	NA	NA	NA	NA	NA	NA	NA	NA
<b>Design Characteristics</b>									
EMC	No	No	No	No	No	No	No	No	No
Internal Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
External Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Channel Letters	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Changeable copy	No	No	No	Yes	Yes	Yes	Yes	Yes	Yes

**Table Notes:**

- Yes. The sign type or characteristic is permitted.
- No. The sign type or characteristic is not permitted.
- NR. The sign type is permitted for non-residential uses only.
- NA. The standard is not applicable.
- ZD. As established for the principal building by the applicable zoning district.

**Sec. 13.03.03 Freestanding Signs**

**A. Applicability.** This Subsection applies to freestanding signs allowed by this Chapter.

B. **Setback.** No portion of a freestanding sign shall be permitted to extend into the public right-of-way. A sign installed in compliance with this Chapter is not required to meet building setback requirements established elsewhere in the City's Code of Ordinances, specifically Chapter 11, Zoning Ordinance.

C. **Flags.**

1. Flags shall comply with Table 13.03.03.01, *Flag Standards*, below. (See Figure 13.03.03.01, *Illustrative Flag*)
2. No flag should be allowed to encroach from one (1) parcel of property to another parcel of property.

**Figure 13.03.03.01  
Illustrative Flag**



**Table 13.03.03.01  
Flag Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Permit required	No	No	No	No	No	No	No	No	No
Maximum Number Per Lot (Each flag may be mounted on a separate flagpole, and more than one (1) flag may be mounted on an individual flagpole.)	4	4	4	4	4	4	4	4	4
Maximum Pole Height (feet)	20	20	35	35	35	35	35	35	35
Maximum Area of each flag (square feet)	40	40	60	60	60	60	60	60	60
<b>Design Characteristics</b>									
EMC	No	No	No	No	No	No	No	No	No
Internal Illumination	No	No	No	No	No	No	No	No	No
External Illumination	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	No	No	No	No	No	No	No	No	No
Channel Letters	No	No	No	No	No	No	No	No	No
Changeable Copy	No	No	No	No	No	No	No	No	No

**Table Notes:**  
Yes. The sign type or characteristic is permitted.

**Table 13.03.03.01  
Flag Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
No. The sign type or characteristic is not permitted. <b>General Notes:</b> 1. As to the American flag, readers are encouraged to consult the protocols established in 4 U.S.C. §§ 1 - 10. Violation of these protocols is not a violation of this Chapter. 2. Minimum property line setback shall be equal to the height of the flag pole.									

D. **Monument Signs.** Monument signs shall comply with the standards in Table 13.03.03.03, *Monument Sign Standards* and Table 13.03.03.04, *Monument Sign Dimensions by Roadway Classification*.

**Figure 13.03.03.02  
Illustrative Monument Sign**



**Table 13.03.03.03  
Monument Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	NR	NR	Yes						
Permit required	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Maximum Number Per Lot or Parcel - OR - Maximum Number Per Linear Feet of Street Frontage	1 per 1,000 feet*	1 per 1,000 feet*	1 per 1,000 feet*	1 per 1,000 feet*	1 per 1,000 feet*	1 per 1,000 feet*	1 per 1,000 feet*	1 per 1,000 feet*	1 per 1,000 feet*
<b>Location</b>									
Minimum Setback (feet) (right of way / edge of curb or pavement if there is no curb, whichever is greater)	2 / 10	2 / 10	2 / 10	2 / 10	2 / 10	2 / 10	2 / 10	2 / 10	2 / 10
Minimum Spacing Between Other Detached Signs (feet)	10	10	10	10	10	10	10	10	10
<b>Design Characteristics</b>									
EMC	NR	NR	Yes						

Table 13.03.03.03 Monument Sign Standards									
Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Internal Illumination	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes
External Illumination	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Channel Letters	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Changeable Copy	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes

**Table Notes:**  
 Yes. The sign type or characteristic is permitted.  
 No. The sign type or characteristic is not permitted.  
 NR. The sign type is permitted for non-residential uses only.  
 \* In lieu of this standard, 2 monument signs are permitted if the lot has 2 frontages. If the lot has 3 or more frontages, 3 monument signs are permitted.

Table 13.03.03.04 Monument Sign Dimensions by Roadway Classification						
Standard	Maximum Sign Width (feet)	Maximum Sign Face Area (percentage of total sign area)	Maximum Height at minimum setback (feet)	Maximum Height at greater setback (feet) <sup>4</sup>	Maximum Height with Sign Area Bonus (see Sec. 13.04.02 )	Minimum Letter or Number Size (inches)
<b>Collectors</b>						
Local Street, Residential/Neighborhood Collector	10	70	8	8	8	6
Primary / Industrial / Commercial Collector	10	70	8	8	8	6
<b>Arterials</b>						
Minor Arterial <sup>5</sup>	15	65	8	8	10	8
Major Arterial <sup>6</sup>	15	60	12	16	20	10
Tollway	15	55	16	24	30	12

**Table Notes:**

1. Sign Base. The sign base shall not exceed a maximum of 40% of the total sign height above the grade plane.
2. Required Materials. The materials of the sign base shall be masonry. The cabinet of a monument sign shall be finished with either brick, stone, architectural concrete block, or decorative architectural feature that matches the primary building materials of the principal building, and shall extend the full width of the sign base and perimeter of the cabinet. Monument signs constructed completely of masonry material shall be in compliance with the masonry perimeter requirement.
3. Electronic Message Centers (EMCs). As stated in Sec. 13.02.03, Electronic Message Centers (EMCs), electronic message centers are permitted as part of monument signs. If more than one (1) monument sign is permitted on a lot or parcel, only one (1) EMC is permitted on the lot or parcel.
4. The height may increase one (1) foot for each additional two (2) feet of setback, up to the maximum height established in the Maximum Height at Greater Setback column.
5. Roadways include those minor arterials identified on the Roadway Plan as well as Lakeline Boulevard, Anderson Mill Road, Cypress Creek Road, Brushy Creek Road, Little Elm Trail (from Lakeline Blvd. to 183A), New Hope Drive and Bagdad Road.
6. Major Arterials are RM 1431/Whitestone Blvd, Parmer Lane/Ronald Reagan Blvd, Hwy 183/Bell Blvd, and RR 620.

E. **Sandwich / "A" Frame Signs.** Sandwich / "A" frame signs are allowed on private property, subject to the standards in Table 13.03.03.05, *Sandwich / "A" Frame Sign Standards*.

**Figure 13.03.03  
Illustrative Sandwich / "A" Frame Sign**



**Table 13.03.03.05  
Sandwich / "A" Frame Sign Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	MU, TC	H, PS	HI	PA
Allowed	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes
Permit required	No	No	No	No	No	No	No	No
Number Per Street Frontage	NA	NA	NA	NA	NA	NA	NA	NA
Maximum Number Per Each Business or Institution (occupying a multi-tenant building) With its Own Ground Floor Entryway or Storefront	1	1	1	1	1	1	1	1
Maximum Total Number Per Single-Tenant Building or Multi-Tenant Building with a Single Entry	1	1	1	1	1	1	1	1
Maximum Total Number	NA	NA	NA	NA	NA	NA	NA	NA
<b>Dimensions (per sign)</b>								
Maximum Sign Area (square feet)	12	12	12	12	12	12	12	12
Maximum Height (feet)	4	4	4	4	4	4	4	4
<b>Location</b>								
Minimum setback from property line (feet)	20	20	20	20	0	20	20	0
Minimum Sidewalk Clearance (feet)	4	4	4	4	4	4	4	4
Minimum Spacing Between Signs (feet)	20	20	20	20	20	20	20	20
<b>Design Characteristics</b>								
EMC	No	No	No	No	No	No	No	No
Internal Illumination	No	No	No	No	No	No	No	No
External Illumination	No	No	No	No	No	No	No	No
Halo Lit Illumination	No	No	No	No	No	No	No	No

Table 13.03.03.05 Sandwich / "A" Frame Sign Standards								
Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	MU, TC	H, PS	HI	PA
Channel Letters	No	No	No	No	No	No	No	No
Changeable Copy	No	No	No	No	No	No	No	No
<b>Table Notes:</b> Yes. The sign type or characteristic is permitted. No. The sign type or characteristic is not permitted. NR. The sign type is permitted for non-residential uses only. NA. The standard is not applicable. General Note: Sign shall not be located in the right-of-way and may only be displayed during business hours.								

**Sec. 13.03.04 Incidental Signs**

- A. **Generally.** Incidental signs and light pole signs shall comply with the standards provided in Table 13.03.04.01, *Incidental Sign Standards*, and Table 13.03.04.02, *Light Pole Banner Standards*, and the provisions of this Section.
- B. **Incidental Signs.** Incidental signs are allowed on private property, subject to the standards in Table 13.03.04.02, *Incidental Sign Standards*.



Table 13.03.04.01 Incidental Sign Standards									
Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	NR	NR	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Permit Required?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Table 13.03.04.01 Incidental Sign Standards									
Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Maximum Total Number (per lot, parcel or site)	16	16	16	16	16	16	16	16	16
<b>Dimensions</b>									
Maximum Cumulative Sign Area ( <i>square feet, measured as the sum of the area of each sign, whether freestanding or attached</i> )	160	160	160	160	160	160	160	160	160
Maximum Height (feet)	8	8	8	8	8	8	8	8	8
<b>Location</b>									
Minimum Property Line Setback (feet)	ZD	ZD	ZD	ZD	ZD	ZD	ZD	ZD	ZD
Minimum Spacing Between Other Incidental Signs (feet)	10	10	10	10	10	10	10	10	10
<b>Design Characteristics</b>									
EMC	No	No	No	No	No	No	No	No	No
Internal Illumination	No	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
External Illumination	No	No	No	No	No	No	No	No	No
Halo Lit Illumination	No	No	No	No	No	No	No	No	No
Channel Letters	No	No	No	No	No	No	No	No	No
Changeable Copy	No	No	No	No	No	No	No	No	No
<p><b>Table Notes:</b>            Yes. The sign type or characteristic is permitted.            No. The sign type or characteristic is not permitted.            NR. The sign type is permitted for non-residential uses only.            NA. The standard is not applicable.            ZD. As established for the principal building by the applicable zoning district.            1. Incidental signs may be vinyl or plastic. Wood is prohibited.</p>									

C. **Light Pole Banners.** In addition to the incidental signs listed above, light pole signs are permitted as follows:



**Table 13.03.04.02  
Light Pole Banner Standards**

Zoning Districts → ↓ Requirements	RA, ES, SR, SU, OR, OG, or ETJ	UR, MF	NB, LB, PO	GB	HC, LI	MU, TC	H, PS	HI	PA
Allowed	NR	NR	Yes						
Permit Required?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Maximum Total Number (per pole/percentage of total poles on lot, parcel or site)	2 per light pole/50%	2 per light pole/50%	2 per light pole/50%	2 per light pole/50%	2 per light pole/50%	2 per light pole/50%	2 per light pole/50%	2 per light pole/50%	2 per light pole/50%
<b>Dimensions</b>									
Maximum Sign Area (square feet, per banner)	18	18	18	18	18	18	18	18	18
Maximum Vertical dimension (feet)	6	6	6	6	6	6	6	6	6
Maximum Horizontal dimension (feet)	3	3	3	3	3	3	3	3	3
<b>Design Characteristics</b>									
EMC	No	No	No	No	No	No	No	No	No
Internal Illumination	No	No	No	No	No	No	No	No	No
External Illumination	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Halo Lit Illumination	No	No	No	No	No	No	No	No	No
Channel Letters	No	No	No	No	No	No	No	No	No
Changeable Copy	No	No	No	No	No	No	No	No	No
<b>Table Notes:</b> Yes. The sign type or characteristic is permitted. No. The sign type or characteristic is not permitted. NR. The sign type is permitted for non-residential uses only. NA. The standard is not applicable.									

### Sec. 13.03.05 Subdivision Entry Signs

#### A. Generally.

1. *Applicability.* This Section applies to residential subdivisions in the RA, ES, SR, SU and UR districts, including all sections and phases of the subdivision collectively. The number and area of signs established in this Section apply to the overall subdivision, and the allowance for secondary and tertiary signs does not apply separately to each individual subdivision.
2. *Permit Required.* A permit is required for all residential subdivision entry signs.
3. *Number.* Freestanding signs are allowed along an entrance roadway into a major project entry into a legal, recorded, multi-lot, multi-sectioned, or master-planned residential subdivision, as provided below.
4. *Types.* There are three (3) types of subdivision entry signs:
  - a. Primary;
  - b. Secondary; and
  - c. Tertiary.

5. *Sign Type.* Subdivision entry signs must be monument signs constructed of stone, brick, or other approved masonry materials that are compatible with surrounding development, and may be located on a hardscape feature at the subdivision entrance.
6. *Sign Face.* The maximum allowable sign face size limitations apply separately to each side of the street, where applicable.
7. *Sign Height.* The maximum sign height for all subdivision entry signs shall not exceed eight (8) feet.
8. *Illumination.* External or internal illumination is permitted.

**B. Primary Subdivision Entry Signs.**

1. Primary entrance signs are located at the primary entrance into the subdivision.
2. Only one (1) primary entrance sign is permitted for the subdivision, except that a maximum of two (2) primary entrance signs is permitted if two (2) entrances to the subdivision are located on two (2) different major arterial roadways, as designated in the City Roadway Plan. In that case, one (1) primary entrance sign may be placed on each of the major arterial roadways.
3. *Sign Area.* The maximum sign area of the sign is 32 square feet for subdivisions containing 100 units or less. For every 100 units in the subdivision in addition to the first 100 units, the size can increase an additional 10 square feet to a maximum size of 64 square feet of total sign face area. If the sign face is incorporated into landscape features, a wall, or architectural feature, the size of the sign face is determined by the area of the smallest rectangle within which the face of the sign can be enclosed.
4. *License Agreement.* The City may enter into a license agreement to permit the sign to be located on public right-of-way. The license agreement shall be in a form acceptable to the City.

**C. Secondary Subdivision Entry Signs.** Secondary subdivision entry signs:

1. Are to be located at entrances into the subdivision other than at the primary entrance;
2. Are to be placed on private property within the subdivision and not on public right-of-way; and
3. Shall have a sign face that is a maximum of 16 square feet in size.

**D. Tertiary Subdivision Entry Signs.**

1. Tertiary subdivision entry signs:
  - a. Are to be located at the entryway into sections within the subdivision and outside of the public right-of-way;
  - b. Are permitted only in subdivisions that exceed 50 acres;
  - c. Shall be comprised entirely of stone or masonry, with engraved lettering set within the stone;
  - d. Shall be monument signs only; and
  - e. Shall be limited to a total area of 10 square feet.
2. The developer shall represent in writing to the City its plan for perpetual maintenance of such signs by the homeowner’s association or similar entity before a permit will be issued for such signs.

## **ARTICLE 13.04: MASTER SIGN PROGRAM**

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### **Sec. 13.04.01 General Provisions**

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**A. Generally.**

1. *Purpose.* The requirements of this Section ensure that signs that meet certain standards and are consistent with the character and quality of development in Cedar Park may be promptly approved and displayed.

Approval of a master sign program pursuant to the standards of this Article: (a) allows for a unified presentation of signage throughout parcels proposed for development; (b) allows flexibility to provide for unique environments; and (c) gives pre-approval of designs and design elements that will make subsequent applications for sign permits more efficient. To this end, a master sign program alternative is created.

2. *Approval Criteria.* The Sign Administrator may approve a master sign program for a multi-tenant or mixed use development if (as proposed) it will result in a substantially improved, comprehensive, and unified proposal, as provided in subsections (a) through (h) below, compared to what is allowed through strict compliance with all other provisions of this Chapter. The Sign Administrator shall review all sign types (e.g., attached, freestanding, or incidental, etc.) for the parcel or parcels proposed for development, to determine the degree of compliance with this Article as a supplement to, or in lieu of, the sign standards otherwise applicable. Any deviations to the number, dimensions, locations, or design characteristics of attached or freestanding signs that are sought by an applicant shall be justified in writing, and shall clearly demonstrate a standard of design and quality that exceeds those provided in this Chapter. Such demonstration may include any or all of the following:

- a. Construction of brick or natural stone;
- b. Consistent sizes, styles, and colors across the development;
- c. Use of landscaping around the sign base;
- d. Use of channel lettering;
- e. Fewer incidental signs;
- f. Greater spacing between signs along street frontages;
- g. Fewer total number of signs; and/or
- h. Signs of reduced heights and area.

B. **Applicability.** The master sign program alternative is applicable to a single-use development that exceeds 100,000 square feet of gross floor area or a multi-tenant development that exceeds 50,000 square feet of gross floor area in the following locations:

1. Nonresidential districts, including the GB, PO, HC, LI, HI, H, and PS districts;
2. Mixed Use (MU) district; and
3. Special Districts, including the PA and PD districts.

C. **Standards for all Master Sign Programs.** Standards and permissions of master sign programs are as follows:

1. *Generally.* Subject to compliance with a master sign program that is approved according to the flexibility criteria provided in this Article, signs that are proposed as part of a master sign program may deviate from the standards of this Chapter in terms of the:
  - a. Maximum sign height; and
  - b. Maximum sign area.
2. *Prohibited Signs and Sign Elements.* Prohibited signs and sign elements are not eligible for inclusion in a master sign program unless specifically indicated in this Chapter.
3. *Architectural Theme.* All signs shall be architecturally integrated into or complimentary to the design of the buildings and character of the site, and shall use similar and coordinated design features, materials, and colors. The master sign program shall establish an integrated architectural vocabulary and cohesive theme for the parcel(s) proposed for development.
4. *Uniform Signs in Multi-Use Developments.* Wall signs displayed by two (2) or more businesses using common parking facilities shall be uniform in construction (i.e. channel letters, plaques) and lighting (i.e. direct, indirect).

- D. **Conditions of Approval.** The Sign Administrator or City Council, as applicable, may impose reasonable conditions on the master sign program relating to the design, materials, locations, placements, or orientations, and sign specifications that are not related to the content of the signs or the viewpoints of the sign users, in order to ensure continuing compliance with the standards of this Article and the approved master sign program.
- E. **Contents of Master Sign Program.**
1. A master sign program shall provide a master plan for signage for an entire parcel or parcels proposed for development. For example, shopping center master sign programs shall include all tenants and out parcels; and office or industrial parks shall include all types of signs for way-finding and tenants or uses within the development.
  2. Master sign programs shall include:
    - a. A depiction of all proposed signs that will deviate from the underlying sign regulations;
    - b. Size, location, and number of all signs, including area, letter height, and height;
    - c. Materials, styles (letter colors, background colors, text, fonts, etc.), and colors for all signs subject to the master sign plan, including context of where signs are to be placed on any given façade;
    - d. Proposed illumination (external, internal, etc.), including illumination levels;
    - e. A design theme with illustrative examples of each sign type and the proposed general locations of each sign type;
    - f. A demonstration that the master sign program will improve the aesthetics of the development and will not have an adverse impact on the use, enjoyment, or value of property in adjacent or nearby residential uses or districts; and
    - g. Landscaping and/or ornamental structures including fences, fountains, public art, ground cover, and other landscaping elements that are intended to complement those proposed signs that would deviate from the underlying sign regulations.
- F. **Duration.** An approved master sign program shall expire two (2) years from the date of such approval if no progress has been made towards completion of the project, pursuant to [Section 245.005, Dormant Projects of the Texas Local Government Code](#), as amended.
- G. **Amendment.** Prior to expiration of the master sign program, the applicant may apply for an amendment that alters the design, materials, locations, placements, orientations, and specifications of the signs. The Sign Administrator may approve the amended master sign program if it is consistent with this Section, and does not increase the area or height of any freestanding or wall sign subject to the original master sign program by more than 10 percent.

### **Sec. 13.04.02 Administrative Approval**

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- A. **Generally.** The Sign Administrator may approve a master sign program if it complies with the requirements of this Article, and does not exceed the sign type or requirements provided in [Sec. 13.04.01, General Provisions](#).
- B. **Approval Process.**
1. The Sign Administrator shall review and approve the master sign program concurrent with the approval of a sign permit as provided in Article 13.06, Rules of Construction.
  2. An application for a Sign Permit shall include a draft master sign program with the contents required by [Sec. 13.04.01.E, Contents of Master Sign Program](#).
- C. **Bonus/Flexibility Criteria.** The following sign types, dimensions, and design features are permitted as part of a master sign plan approval. To the extent that the standards or a condition of master site plan approval conflicts with Article 13.03, *Sign Standards*, the standards in the master sign plan conditions apply. All other standards of Article 13.03, *Sign Standards*, apply to the extent that they are not inconsistent with this section or a condition of master sign plan approval.

1. Projecting Signs (see Table 13.03.02.03, Projecting Sign Standards) and Wall Signs (see Table 13.03.02.04, Wall Sign Standards). The maximum sign area may be increased by 20 percent.
  2. Monument Signs. The maximum height may be increased per Table 13.03.03.04, Monument Sign Dimensions by Roadway Classification.
- D. **Elimination of Nonconforming Signs.** If there are existing signs within the parcel proposed for development, they shall be brought into conformance with the standards of the approved master sign program.

## ARTICLE 13.05 SIGN ADMINISTRATION

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### Sec. 13.05.01 Permitting

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A. **Applicability.**

1. *Permit and Fee Required.* It is unlawful for any person to erect, construct, modify, relocate, repair, or convert any sign within the City or its extraterritorial jurisdiction (ETJ) without first obtaining a sign permit from, and paying a permit fee to, the Sign Administrator unless specifically noted otherwise in this Chapter.
2. *Required Conformance.* No person may install a sign or structurally alter an existing sign except in conformity with this Chapter and all other applicable City ordinances.

B. **Sign Administrator.**

1. The Sign Administrator shall administer and enforce the provisions of this Chapter, including without limitation: (a) issuing permits and collecting the fees required by this Chapter; (b) conducting appropriate inspections to ensure compliance with this Chapter; (c) instituting legal proceedings, including suits for injunctive relief when necessary, to ensure compliance with this Chapter; and (d) investigating complaints of alleged violations of this Chapter.
2. The Sign Administrator is hereby authorized to delegate their authority, responsibilities, and obligations under this Chapter as may be appropriate for the proper administration and enforcement of its provisions. All references herein this Chapter to the Sign Administrator shall be deemed to include their appointed designees.

C. **Review and Decision.** After a complete application is filed, the Sign Administrator shall approve, approve with conditions as needed to ensure compliance with this Chapter, or deny the sign permit.

D. **Final Inspection.** After any sign requiring a permit is constructed or erected, the sign contractor performing the work or service shall request that the Sign Administrator conduct a final inspection of the sign.

E. **Fees.** Fees for sign permits shall be as specified in Appendix A to the Code of Ordinances, Section 3.500, *Sign Permit Fees*, and shall be paid prior to issuance of the sign permit.

F. **Expiration of Sign Permits.** A sign permit shall expire two (2) years from the date such permit was approved if no progress has been made towards completion of the project, pursuant to [Section 245.005, Dormant Projects, of the Texas Local Government Code](#), as amended.

G. **No Sign Permit Required.** The following signs do not require a sign permit:

1. *Integral Signs.* Integral signs are those that are etched into stone, concrete, or another building material, or made of bronze, aluminum, or other permanent type of construction and made an integral part of the structure to which they are attached, if the sign does not exceed a cumulative area of six (6) square feet.
2. *Interior Signs.* Interior signs are those that are located within the interior of a building. Signs that are within five (5) feet of a window count towards the window sign allowance stated in [Sec. 13.03.02, Attached Signs](#).
3. *Official Signs or Legal Notices.* Official signs and legal notices that are issued by any court, public body, official, or officer in performance of a public duty, or in giving any legal notice, including signs that are

required to be posted to give notice of pending action pursuant to City ordinances. The dimensions and designs of these signs shall comply with the most recent version of the *Texas Manual on Uniform Traffic Control Devices* published by the Texas Department of Transportation, which document is incorporated by reference and made a part of this Section.

4. *Signs de Minimus*. Signs that are securely affixed to a building or structure (even if wall signs are not permitted in the district or for the use), which do not exceed one (1) square foot in sign area, provided that only one (1) such sign is present on each building elevation that is visible from public street rights-of-way or abutting property. Signs de minimus shall not be grouped to create a larger sign.
5. *Human Signs*. Human signs, except as prohibited in Sec. 13.05.02.H, *Prohibited Signs*.
6. *Flags*. Flags, as permitted in Sec. 13.03.03, *Freestanding Signs*.
7. *Change of Copy*. No sign permit is required for a change of copy on any sign, or for the repainting, cleaning, and other normal maintenance or repair of a sign or sign structure for which a permit has previously been issued, so long as the sign or sign structure is not modified.
8. *Subject to Other Permits*. The above sign types may require a building permit or other related permits subject to applicable building or electrical codes.

### Sec. 13.05.02 Prohibited Signs

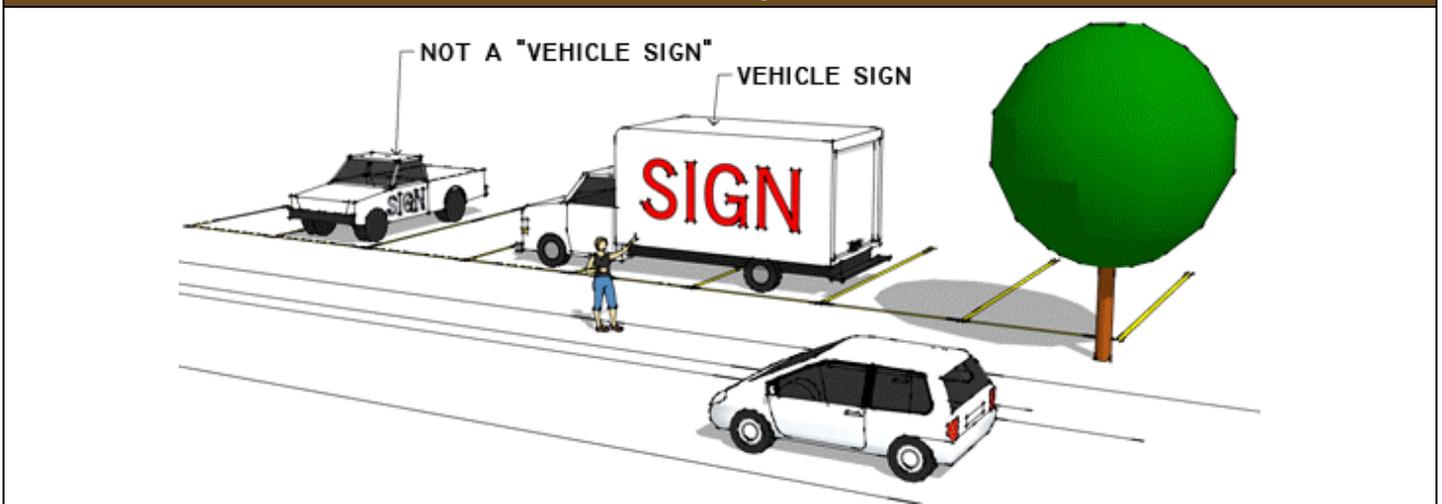
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The following signs are not permitted anywhere within the City or ETJ:

- A. Signs not allowed in the applicable zoning district, or that exceed the height, area, or other dimensional regulations in this Chapter.
- B. Billboards.
- C. Articles, objects, or materials other than a sign as defined by this ordinance.
- D. The following elements of a sign or sign structure, whether temporary or permanent, including:
  - a. Sound, smoke, or odor emitters;
  - b. Stacked products along roadway frontage; or
  - c. Unfinished wood support structures, except that temporary signs may use unfinished stakes.
- E. Feather signs.
- F. Festoons.
- G. Graffiti.
- H. Human Signs that:
  1. Are located in or within 10 feet of the public right of way;
  2. Carry or operate flashing or illuminated objects; or
  3. Operate between the hours of 8:00 pm. and 7:00 am.
- I. Inflatable signs.
- J. Off Premise Signs, except as otherwise allowed by this Chapter.
- K. Pole signs.
- L. Portable signs, except for sandwich boards, in accordance with Sec. 13.03.03, *Freestanding Signs*.
- M. Pylon signs.
- N. Roof signs.
- O. Signs with flashing lights, revolving beacon lights, fluttering, undulating, swinging, or otherwise moving parts. For purposes of this Article, an electronically controlled changeable-copy sign is not considered a flashing sign unless it directly falls under the definition of “flashing” as defined in this Chapter.

- P. Signs installed, used, or maintained on any utility pole, traffic-signal pole, traffic-signal controller box, tree, public bench, streetlight, or any other structure located on or over any public property or public right-of-way, except for Subdivision Entry Signs, in accordance with Sec. 13.03.05, *Subdivision Entry Signs*.
- Q. Signs that substantially obstruct the lighting of public right-of-way or other public property, or interferes with a public utility or traffic-control device.
- R. Signs that are illuminated so as to create a safety hazard by obstructing the view of pedestrians, bicycles, or vehicular traffic.
- S. Signs that are a traffic hazard because they simulate or imitate (in size, color, lettering, or design) any traffic sign, signal, or device, or in any manner interfere with, mislead, or confuse traffic.
- T. Signs that obstruct any fire escape or required exit way.
- U. Signs placed on a vehicle or trailer that is parked or located for the primary purpose of displaying a sign. Signs on vehicles or trailers are prohibited unless:
  1. The vehicles are functional, used as motor vehicles, and have current registration and tags;
  2. The display of signs is incidental to the motor vehicle use (See Figure 13.05.02.01, *Vehicle Signs*);
  3. The signs are used only as On-Premise Signs; and
  4. The vehicle is legally parked within a parking space.

Figure 13.05.02.01  
Vehicle Signs



- V. Signs placed on semi-trailers, pull-behind trailers, shipping containers, or portable storage units, unless:
  1. The trailers, containers, or portable storage units are functional, used for their primary storage purpose, and, if subject to registration, have current registration and tags;
  2. The signs are subordinate to the use for temporary storage, pick-up, or delivery; and
  3. The semi-trailer is parked in a designated loading area or on a construction site at which it is being used for deliveries or storage.
- W. Signs placed on mannequins, costumed characters, or similar objects, except in the interior of a building or a window display.
- X. Signs that interfere with a ventilation opening, except that a sign may cover a transom window if otherwise in compliance with the applicable building and fire codes.
- Y. Signs located within the visibility triangle at an intersection that results in impaired sight distance of users of the intersection.

### Sec. 13.05.03 Nonconforming and Nuisance Signs

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- A. **Nonconforming Signs.** Any sign that is constructed, installed, used, operated, or maintained in violation of this Chapter is “nonconforming”; provided, a nonconforming sign is “legal nonconforming” if: (1) the nonconforming sign was approved by a sign permit before the effective date of the Ordinance adopting this Chapter, if a permit was required under applicable law; (2) if no sign permit was required under applicable law, the nonconforming sign was in all respects in conformity with the applicable law or conditions of approval immediately prior to the effective date of the Ordinance adopting this Chapter; (3) the sign had legal nonconforming status on the effective date of the Ordinance adopting this Chapter; or (4) the nonconforming sign existed on the date the property on which the sign is located was annexed into the City.
1. *Continuation of Legal Nonconforming Sign.* A legal nonconforming sign shall be allowed to remain and be maintained subject to the limitations of this Section, but no alteration shall be made that would increase the degree of nonconformity.
  2. *Replacement, Relocation, or Alteration of Nonconforming Sign.* A nonconforming sign shall not be replaced, relocated, or altered, except in compliance with this Chapter.
  3. *Replacement of Nonconforming Element.* If an element of a sign that causes the sign to be nonconforming is removed, it shall not be replaced, except with a conforming element.
  4. *Removal of Nonconforming Sign Structure.* If a nonconforming sign structure is removed, it shall not be replaced or altered, except in compliance with this Chapter.
- B. **Nuisance Signs.**
1. Pursuant to Texas Local Government Code Sec. 217.042, the Sign Administrator may declare a sign to be obsolete or substandard under any applicable ordinances of the City to the extent that the sign becomes a hazard to the health and safety of the public. For the purposes of this Subsection, a sign is considered obsolete or substandard under any of the following conditions:
    - a. When structural components of the sign are visibly bent, broken, missing, or visibly damaged in a manner that would render the structure unsafe under the terms of the applicable building code;
    - b. When a sign or any of its structural components are twisted, leaning, or at angles other than those at which it was originally installed, to the extent that the sign becomes a hazard to the health and safety of the public;
    - c. Electrical conditions exist which are in violation of the City's adopted Electrical Code and which the Sign Administrator deems it to be a hazard to the health and safety of the public;
    - d. A nonconforming sign, or a substantial part of it, is blown down or otherwise damaged to 60 percent or less of the cost of installing a new sign of the same type at the same location for any purpose other than maintenance operations or for changing the letters, symbols, or other matters on the sign;
    - e. The business, person, or activity that the sign or sign structure identifies or advertises ceases to operate on the premises on which the sign or sign structure is located; or
    - f. A nonconforming sign does not display any message for 90 consecutive days.
  2. Except as limited by Subsection A. above, repairs of a nuisance sign are permissible if it has been determined that the sign has been damaged to 60 percent or less of the cost of installing a new sign of the same type at the same location, or if 60 percent or less of the sign surfaces have been damaged. Repairs shall be completed no later than 90 days from the date of the damage.
  3. *Abatement of Hazardous Condition.* If the Sign Administrator determines that a nuisance sign presents an imminent and substantial risk to public health, safety, and welfare, the Sign Administrator may enter the premises and abate the hazardous condition. The reasonable cost of abating the hazardous sign, together with interest on the unpaid balance at the prevailing judgment interest rate, shall be recorded as a lien against the record owner of the property on which the sign is located. A sign removed under this provision

shall be held for a period of no less than 60 days after its removal before disposal of the removed sign, and the Sign Administrator shall return the sign to its owner upon payment of the incurred removal expenses and storage fees.

4. Pursuant to Texas Local Government Code Sec. 216.003(e), as amended, an on-premise sign or sign structure shall be removed on the first anniversary of the date the business, person, or activity that the sign or sign structure identifies or advertises ceases to operate on the premises on which the sign or sign structure is located; and if the premises are leased, an on-premise sign or sign structure shall be removed on the second anniversary of the date the most recent tenant ceases to operate on the premises on which the sign or sign structure is located

### **Sec. 13.05.04 Enforcement**

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- A. **Beneficiary Presumed.** The primary beneficiary of any sign installed, used, or maintained in violation of this Chapter is presumed to have authorized or caused, either directly or indirectly, the installation, use, or maintenance of the sign in violation of this Chapter.
  - B. **Notice of Violation.** If the Sign Administrator determines that any sign is installed, used, or maintained in violation of the provisions of this Chapter, the Sign Administrator shall provide written notice to the owner or primary beneficiary of such sign stating the basis of their determination and a reasonable period of time to remove the nonconforming or nuisance sign, or, to the extent authorized by this Article, to remedy all nonconforming or nuisance elements of the sign. This notice shall be provided to the owner or primary beneficiary of the sign by certified and first class mail, by personal delivery, or, if the Sign Administrator is unable to deliver by mail or personal delivery, by publication in the City's official newspaper.
  - C. **Appeal.** The Sign Administrator's determination may be appealed to the Planning and Zoning Commission. An appeal shall be delivered to the Sign Administrator within 10 days of receipt or publication of the Notice of Violation. The Sign Administrator's receipt of a timely appeal shall stay further enforcement until the Commission's determination. Upon consideration of the appeal, the Planning and Zoning Commission shall uphold the Sign Administrator's determination and order remedy of the alleged violation(s), or overturn the Sign Administrator's determination and dismiss the Notice of Violation. The Commission's order shall be in writing and forwarded to the Sign Administrator and noticed primary beneficiary. If the Commission's order is not complied with, the Sign Administrator may order the sign removed at the noticed primary beneficiary's expense.
- A. **Failure to Comply.**
    1. *Penalties.* Failure to comply with any of the provisions of this Ordinance shall be deemed a Class C misdemeanor and upon conviction, shall be subject to a fine in accordance with the general penalty provision set forth in Sec. 1.01.009, *General Penalty for Violations of Code*, of the Cedar Park Code of Ordinances, as amended.
    2. *Civil Remedies.* In addition and without prejudice to the penalties and remedies stated herein, the City may also enforce these provisions and pursue any and all available legal remedies, including but not limited to injunctive relief and recovery of damages and/or civil penalties under Chapter 54 of the Texas Local Government Code, as amended.
    3. *Removal by Sign Administrator.* If the person fails to alter or remove the sign to comply with this Chapter within a the period prescribed by the Notice of Violation or, if appealed, the Commission's order, the Sign Administrator may enter the property and cause the sign to be altered or removed to effect compliance with this Chapter at the expense of the primary beneficiary, and shall, upon the determination of the expenses, certify them to the City. A sign removed under this provision shall be held for a period of no less than 60 days after its removal before disposal of the removed sign, and the Sign Administrator shall return the sign to its owner upon payment of the incurred removal expenses and storage fees.

4. *Notice of Expenses Incurred.* The Sign Administrator shall notify the owner or person entitled to possession of the sign or property of the total actual expenses incurred for the alteration or removal of the sign. If that person fails within 30 days after the date of notification to pay the entire expenses of the repair, alteration, or removal, then the expenses may be recorded as a lien against the property. These expenses shall include:
    - a. The actual cost of repair or removal of the sign plus administrative costs;
    - b. An amount representing penalty and interest at the prevailing judgment rate for the cost of collection; and
    - c. Reasonable attorney's fees.
  3. *Permits to be Withheld.* If expenses are incurred for the alteration or removal of a sign pursuant to this Subsection, no permit shall be renewed or issued for the property upon which any such sign exists or existed unless and until such expenses authorized by this Subsection are paid in full.
- E. **Amortization.** The City may authorize amortization and removal of a nonconforming sign in accordance with the procedural and compensation requirements specified in Chapter 216, Regulation of Signs by Municipalities, of the Local Government Code.

### Sec. 13.05.05 Variances

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- A. **Generally.** A sign permit applicant may request a variance from the Planning and Zoning Commission regarding the provisions of this Chapter pursuant to this Section when the requested relief is necessary to approve the application.
- B. **Applicability.**
  1. *Matters Subject to Variance.* The Commission may consider and grant variances concerning the:
    - a. Height and setback of signs;
    - b. Maximum sign area;
    - c. Maximum number of signs; and
    - d. Variances specifically provided for in this Section, provided only if the following determinations have been made that:
      - (i) Appeal falls within the jurisdiction of the Commission;
      - (ii) All parties directly in interest have been notified of the proceedings;
      - (iii) The granting of the variance would not have the effect of applying sign standards from a less restrictive district;
      - (iv) The property cannot be reasonably used in conformity with the provisions of this Chapter;
      - (v) The difficulty complained of is unique to the property in question and is not common to all properties similarly situated; and
      - (vi) Balancing the interest of the City in preserving the purpose of this Section or the interest of nearby properties against the interest of the applicant in using this property as proposed to be used, and the granting of the variance is required by considerations of justice and equity.
  2. *Procedures.*
    - a. *Application.* Applications for a sign variance shall be submitted to the Sign Administrator. A nonrefundable application fee, as established by the City Council and stated in the Cedar Park Code of Ordinances, Appendix A, *Fee Schedule*, shall accompany the application. The application shall be in such form and contain such information and documentation as shall be prescribed by the Sign Administrator.
    - b. *Action by the Sign Administrator.* Upon receipt of a completed application, the Sign Administrator shall refer it to the Commission for hearing and decision.

- c. *Public Hearing.*
  - (i) A public hearing on the application shall be set and conducted by the Commission.
  - (ii) Before the tenth (10th) calendar day prior to the date of the public hearing conducted by the Commission, written notice of the public hearing shall be sent by first class mail to each owner, as indicated by the most recently certified municipal tax roll, of property within 300 feet of the property on which the variance is proposed. The notice shall include a description of the time and place of such hearing, a description of the location of the subject property and a description of the requested variance. In addition, the notice shall be published in the official newspaper of the City stating the time and place of such hearing, a minimum of ten (10) calendar days prior to the date of the public hearing.
3. *Approval Criteria.* The Commission may grant a variance only when it is demonstrated that at least four (4) of the following five (5) criteria are met:
  - a. The literal enforcement of the sign regulations creates an unnecessary hardship on the applicant;
  - b. The proposed sign shall not have a substantial adverse impact the adjacent property (visibility, size and the like);
  - c. The proposed sign shall be of a unique design or configuration;
  - d. The variance is needed due to restricted area, shape, topography, or physical features that are unique to the property or structure on which the proposed sign would be erected; or
  - e. The variance will substantially improve the public convenience and welfare and does not violate the intent of this Chapter.
4. *Decision.* The Commission shall render its decision granting or denying the sign variance after closing the public hearing.
  - a. The Commission shall decide the merits of the variance based on the approval criteria and their findings of fact and deliberations, and the Commission's decision shall be preserved by written order signed by the Chairperson.
  - b. The Commission may impose specific conditions and safeguards relating to construction, character, location, landscaping, screening, and other matters relating to the purposes and objectives of this Ordinance as considered necessary to prevent injurious effects upon other property and improvements in the vicinity or upon public facilities and services. Such conditions shall be expressly stated in the written order granting the variance and in the notice informing the applicant thereof and in any permit based thereon. Violation of such conditions and safeguards shall be a violation of this Ordinance.
  - c. A variance less or different than that requested may be granted when the record supports the applicant's right to some relief but not to the relief requested.
  - d. The Commission's decision is final.
5. *Effect of Variance.*
  - a. The issuance of a variance shall not authorize the establishment or extension of any sign nor the development, construction, reconstruction, alteration, or moving of any sign or sign structure, but shall merely authorize the preparation, filing, and processing of an application for any permits or approvals which may be required by the City, including, but not limited to, a building permit, certificate of occupancy, and subdivision approval.
  - b. No variance of the provisions of this Ordinance shall be valid for a period longer than 2 years unless a sign permit has been issued and construction has actually begun within that period, and is thereafter diligently pursued to completion, or unless a certificate of occupancy is issued and a use commenced within such period.

## Sec. 13.05.05 Economic or Community Development Agreements

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**Generally.** Through an Economic or Community Development Agreement executed pursuant to Texas Local Government Code (TLGC), Chapters 501-505, the City may establish unique sign standards if the proposed standards:

- A. Promote consistency among signs within a development thus creating visual harmony between signs, buildings, and other components of the property;
- B. Promote economic or community development by allowing flexibility in sign design, size, and characteristics to meet the needs of master planned development, uses that create jobs or meet the policies of the Comprehensive Plan, or that require special consideration;
- C. Enhance the compatibility of signs with the architectural and site design features within a development; and
- D. Encourage signs that are in character with planned and existing uses thus creating a unique sense of place.

## ARTICLE 13.06 RULES OF CONSTRUCTION

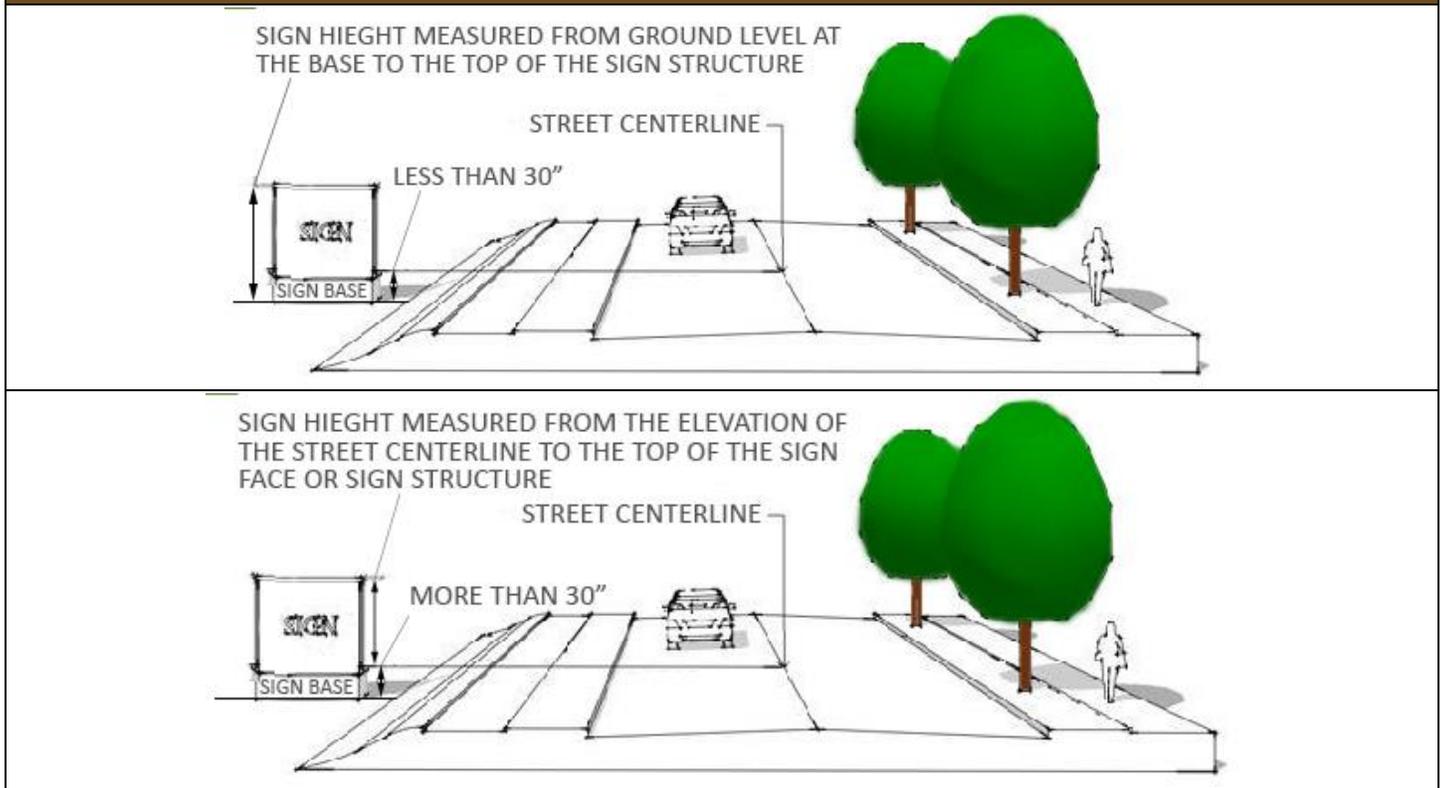
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### Sec. 13.06.01 Measurements

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- A. **Generally.** The regulations of this Chapter shall be applied using the measurements provided in this Section.
- B. **Setbacks.** All setbacks shall be measured from the property line to the nearest edge of the sign or sign element.
- C. **Sign Height.** For freestanding signs (temporary and permanent), sign height is calculated as follows:
  - 1. The distance from the top of the sign structure to the lowest grade level at the base of the sign.
  - 2. The height of any monument base structure erected to support the sign shall be measured as part of the sign height.
  - 3. When the grade difference between the sign base and street centerline is 30 inches or less, sign height is measured from the ground level at the base to the top of the sign face or sign structure, whichever is higher.
  - 4. Where the natural grade of the ground around the base of where a sign is to be located is 30 inches or more below the grade of the street centerline, the vertical distance to the top of the sign face or sign structure, whichever is higher, is measured from the elevation of the centerline of the adjacent street frontage. (See Figure 13.06.01.01, *Measurement of Sign Height*)
  - 5. Where the natural grade of the ground where the sign is to be located is higher than the street centerline, the vertical distance to the top of the sign face or sign structure, whichever is higher, is measured from the elevation of the average grade around the base of the sign.

**Figure 13.06.01.01  
Measurement of Sign Height**



D. **Sign Clearance.** Sign clearance is the distance between the bottom of a sign face or structural element that is not affixed to the ground and the nearest point on the surface under it.

### Sec. 13.06.02 Calculations

A. **Generally.** The calculations required by the regulations of this Article shall be according to the methodologies provided in this Section.

B. **Maximum Sign Size.** This Chapter establishes maximum sign size in two (2) different ways:

1. First, the district regulations establish a maximum size based on the frontage of a lot or parcel. This metric is designed to provide flexibility by calibrating sign size to the size of a property, and protects aesthetics by avoiding excessively sized signs on small properties with smaller buildings.
2. Second, the regulations establish a maximum size based on the maximum absolute area of an individual sign. Where a maximum size is established for both the property frontage and an individual sign, the smaller size applies unless otherwise provided.

C. **Sign Area.**

1. *Single-Faced.* For a sign composed of one sign face, the sign area shall be determined based on the outer dimensions of the frame surrounding the sign face, but excluding the sign structure supporting the sign unless it is part of the communication of the sign or used to differentiate it. In the case of a freestanding sign that includes blank spaces with the intention of adding wording in the future, the blank spaces shall be included in measuring the sign area. (See Figure 13.06.02.01, *Calculating Sign Area*)
2. *Double-Faced.* For a sign composed of two (2) sign faces that are constructed back to back, or at less than a 60° angle to each other, the sign area shall be determined based on the outer dimensions of the frame of the

larger of the two (2) sides, but excluding the structure supporting the sign unless it is part of the communication of the sign or used to differentiate it.

3. *Double-Faced, V-Shaped Sign.* For a sign composed of two (2) sign faces that are constructed at more than a 60° angle to each other, the sign area shall be determined based on the total area of the outer dimensions of both frames surrounding both sign faces together, but excluding the structure supporting the sign unless it is part of the communication of the sign or used to differentiate it.

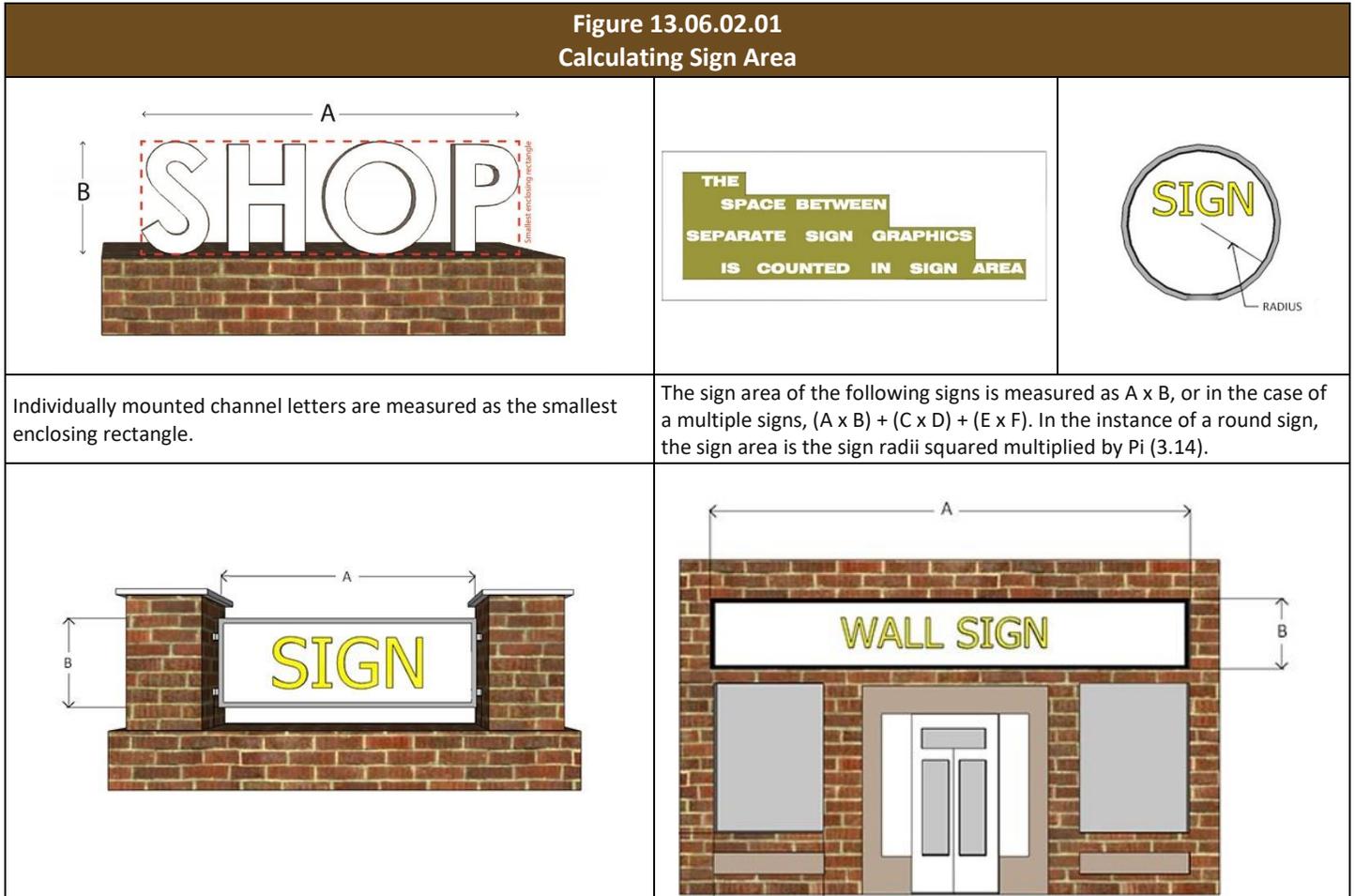
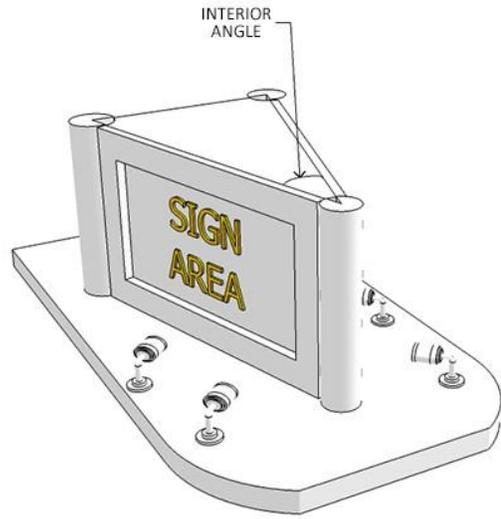
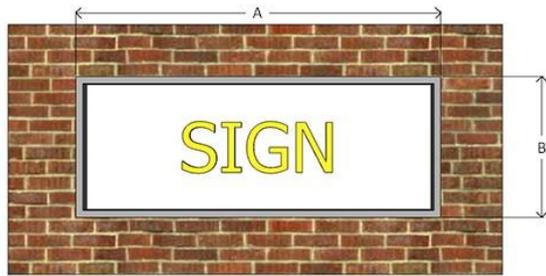


Figure 13.06.02.01  
Calculating Sign Area



**Key:**

- A. Sign face length
- B. Sign face height

## ARTICLE 13.07 DEFINITIONS

### A

**Abandoned Sign:** Any sign that does not display any advertisement, copy or message or any sign which identifies or advertises a business, lessor, service, owner, product, or activity, which is no longer available at the indicated location or no longer available on the premises or for which no legal owner can be found.

**Accessory Sign.** A sign inscribed onto a fence, archway, earthen berm, or similar permitted accessory structure that is not erected for the sole purpose of mounting a sign.

## Accessory Sign



**Actively Being Built:** The project or subdivision has continuous construction efforts underway to complete the project.

**Amortization.** The process through which nonconformities are required to come into compliance with applicable regulations over a prescribed period of time.

**Attached Sign:** A sign that is affixed to a building (including a building component, such as a column, marquee or canopy) and that uses the building as its primary support.

**Average Finished Grade:** The "grade plane" as established in the applicable Building Code.

**Awning:** A roof-like cover that projects from the wall of a building to shield a doorway, walkway, or window from inclement weather or the sun, and that is not supported by posts or columns. Awnings are often made of fabric or flexible plastic supported by a rigid frame and may be retracted into the face of the building.

**Awning Sign:** A sign that is painted, stenciled or attached to the surface of an awning.

## B

**Banner:** Any strip of cloth, bunting, plastic, paper, or similar lightweight material, attached to the wall of a building. This definition does not include flags, pennants or streamers.

**Billboard:** See Off-Premise Sign.

## C

**Cabinet:** A box-like frame or external structure that encloses the various functional elements of the sign design, whether electrical or dimensional components.

**Canopy:** A permanent roof-like shelter extending at least 12 inches from part or all of a building face and constructed of a durable material such as masonry, metal, or glass.

**Canopy Sign:** A sign attached to, embossed, inscribed, painted, or constructed on the surface of or hanging beneath a canopy.

**Changeable Copy:** Characters, letters, numbers, or illustrations that can be manually replaced or altered through the placement of letters or symbols on a panel mounted on a track system.

**Changeable Copy Sign:** See "Manual Changeable Copy Sign."

**Channel Letter:** A fabricated or formed three-dimensional letter.

**Clearance:** (of a sign) The smallest vertical distance between the grade of the adjacent street curb and the lowest point of any sign, including framework and embellishments, but excluding sign supports.

**Commercial:** Locations where the principle use of the property is not classified as residential or multifamily.

**Copy:** Any words, letters, numbers, figures, designs or other symbolic representations incorporated into a sign.

**Curbline:** An imaginary line drawn along the outermost part of back of the curb and gutter on either side of a public street, or, if there is no curb and gutter, along the outermost portion of the paved roadway, or if there is no paved roadway, along the edge of the traveled portion of the roadway.

## D

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**Directional Signs, Traffic:** An on-premises sign that protects traffic flow and promotes traffic safety by giving directions or instructions relating to traffic movements - e.g., parking or exit and entrance signs.

## E

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**Eave Line:** The overhang at the lower edge of a roof or the line formed by the intersection of the planes of the roof and wall.

**Effective area:** See "sign area."

**Electrical Sign:** A sign containing electrical wiring, connections, or fixtures, or utilizing electric current, but not including a sign illuminated by an exterior light source.

**Electronic Message Center (EMC):** A display, or device that changes its message or copy by programmable electronic or mechanical processes.

## F

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**Façade:** All building wall elevations, including any vertical extension of the building wall (parapet), but not including any part of the building roof.

**Feather Sign:** A banner in the shape of a feather, quill, sail, blade, or teardrop, and mounted on a solid or flexible pole or cord. These are sometimes referred to as "quill signs" or "sail banners." A feather sign is considered a "sign" regardless of whether it contains text or logos.

**Festoons:** A chain, string, or wire of banners, flags, ribbons, lights, or other materials hung as a decoration.

**Flag:** A piece of fabric or other flexible material customarily mounted on a pole or similar freestanding structure.

**Flashing:** To change colors intermittently in order to achieve a flashing, fluttering, scrolling, undulating, or rolling affect (i.e. LED displays). Scrolling of text in a single color is not considered to be flashing.

**Foot-candle:** A unit of illumination produced on a surface, all points of which are 1 foot from a uniform point source of 1 candle.

**Freestanding Sign:** Any sign placed upon or supported by the ground independent of any other structure, such as a monument sign.

**Frontage:** A boundary line separating public right-of-way from the lot for any lot or parcel. For a planned development district, special sign district, or a multi-tenant site consisting of multiple lots or parcels (hereinafter "combined development"), the frontage is the combined frontage for all lots or parcels within the combined development and that are subject to a legally binding condition of approval that subordinates the frontage allowance for signs on each lot or parcel to the frontage assigned to the combined development.

## G

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**Government Sign:** A sign installed, maintained, or used:

- By the city, county, state or its subdivisions (such as the school district or community colleges), or the federal government, required or specifically authorized for the public purpose pursuant to regulations promulgated by the state or federal government;
- By the City for a public purpose; or
- By any government agency for regulation of traffic within public right-of-way.

**Grade Plane:** The "grade plane" as defined in the applicable Building Code.

**Graffiti.** A sign painted, drawn, etched, stenciled, marked (with ink, chalk, dye or similar substances), or scratched onto or into the surface of any building, structure, fixture, improvement or the ground without the express consent of the owner or occupant of that building, fixture, improvement or parcel. Graffiti is not considered a Wall Sign or a Mural.

## H

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**Halo lit:** A sign illuminated by concealing the light source behind three-dimensional opaque letters, numbers, or other characters of a sign, resulting in the night time perception of a halo around the silhouette of each sign character. This is also referred to as "reverse channel" or "reverse lit" illumination. A Halo Lit sign is not considered an internally illuminated sign.



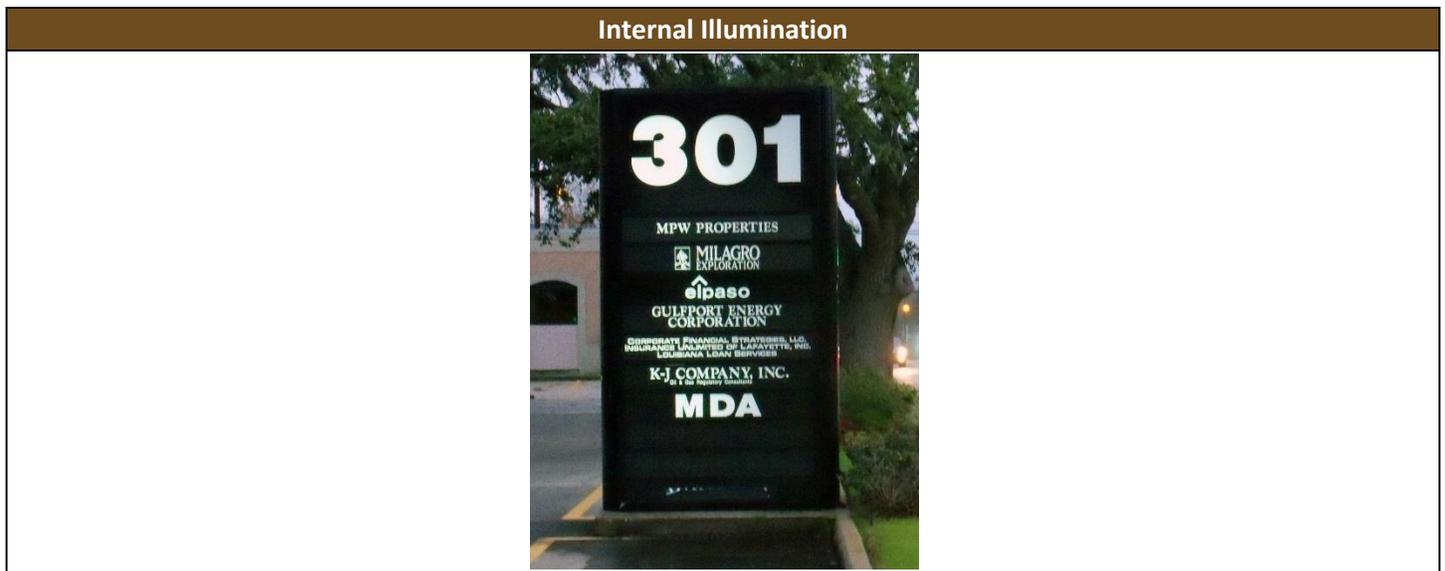
**Height:** (of a sign): The vertical distance between the finished grade before the sign or grade of the adjacent street curb, whichever is greater, measured to the highest point of the sign.

**Human Sign:** A sign as defined by this section which is held or attached to a human for the purpose of advertising any goods, services, functions or specific business locations.

**Illumination or Illuminated:** Any source of any artificial or reflected light, either directly from a source of light incorporated in or indirectly from an artificial source.

**Illumination, External:** Lighting projected onto a sign from a source external to, or attached to the exterior of, the sign structure. External illumination consists of lights mounted on the ground attached to the top of the sign focused downward directly on the sign.

**Illumination, Internal:** Illumination by light sources enclosed entirely within the sign cabinet and not directly visible from outside the sign. Includes "internally illuminated."



**Incidental Sign:** A sign with copy located on a panel and mounted on a pole or a wall or similar structure, with or without a structural frame that is normally incidental to the allowed use of the property, but can contain any message or content. Examples of incidental signs include directional signs, menu boards, property or tenant identification names or numbers, names of occupants, , signs posted on private property relating to private parking, or signs warning the public against trespassing or danger from animals.

**Inflatable Sign:** Any balloon or other device which is inflated by air or other gas and displayed outdoors. Inflatable structures primarily designed for recreational use shall not be considered to be a sign as, for example: slides, swimming pools or space walks.

**Installer:** The person or company who constructs or places a sign on behalf of an applicant.

**Legal Nonconforming Sign:** A sign that violates the provisions of this Chapter but may remain and be maintained in its existing location subject to certain restrictions, as defined in Section 13.05.03.A, *Nonconforming and Nuisance Signs*.

**Light Pole Banner.** A banner mounted onto a functional and operational light pole, and attached with the longest vertical dimension adjoining or directly attached to the light pole.

**Light Pollution:** Brightening of the night sky caused by street lights and other man-made sources, which has a disruptive effect on natural cycles and inhibits the observation of stars and planets.

**Lot:** See Division 11.10.02, *General Definitions*.

## M

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**Manual Changeable Copy Sign:** A sign in which at least 25% of the sign face consists of changeable copy. Typical uses include notices of meetings, activities, and other notices of interest to neighborhood association, government entities (typically in government buildings), churches (limited to places of worship only), advertising by businesses for short-term sales or events (such as movie theaters, restaurants with daily specials, etc.), and neighborhood associations that facilitate communication within the community served by those entities.

**Monument Sign:** A sign where the frame of the sign face is set at grade with the ground as a monument or in an earthen berm. There is no clearance between the ground and the sign face.

**Multifamily:** Locations that contain three (3) or more attached units designed for residential use including town homes and condominiums.

**Multitenant Building:** A building with two (2) or more retail, wholesale, business, industrial, non-profit or professional tenants or occupants (not necessarily under single ownership).

**Multitenant Center Sign:** A sign located on the same lot or parcel with two (2) or more retail, wholesale, business, industrial, or professional uses (not necessarily under single ownership), and using common facilities including off-street parking, access, or landscaping. The sign is used by at least two (2) tenants or occupants of the lot or parcel.

**Mural:** A hand produced or machined graphic applied or affixed to the exterior of a building wall through the application of paint, canvas, tile, metal panels, applied sheet graphic or other medium generally so that the wall becomes the background surface or platform for the graphic, generally for the purpose of decoration or artistic expression, including but not limited to, painting, fresco or mosaic. A mural is a type of wall sign that requires a permit. Graffiti is not considered a Mural. A message sprayed onto the side of a building without a permit is a violation of the chapter and can be abated.

## N

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**Neighborhood Association:** For purposes of this article, one neighborhood association shall develop and maintain bylaws and be governed by a board of representatives that shall represent the entire subdivision or recorded section or village, consisting of 50 homes or more. It shall contain members that consist of at least 30 percent of the residential households within the subdivision. Representatives of the neighborhood association shall be chosen through a majority election by its members and any dues, bylaws, etc. must be decided by popular vote of the membership. Membership must be open to all residents. Member restriction must be in accordance with the bylaws of the association.

**Nonconforming Sign:** A sign that violates the provisions of this Chapter, as defined in Section 13.05.03.A, *Nonconforming and Nuisance Signs*.

**Nuisance Sign:** A sign that is declared to be obsolete or substandard as a hazard to the public health and safety pursuant to Subsection 13.05.03.B, *Nuisance Abatement*.

## O

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**Off-Premises Sign:** A sign located on property other than where the business, person, organization, activity, event, place, service, or product that it identifies or advertises is located.

**On-Premises Sign:** A sign located on the same property where the business, person, organization, activity, event, place, service, or product that it identifies or advertises is located.

## P

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**Parapet:** The extension of a false front or wall above a roof line.

**Parcel:** An area of land that does not meet the definition of a "lot," and that is defined by a legal description and recorded or registered with the county clerk.

**Pole Sign:** A sign that is mounted on one or more freestanding poles or other support so that the bottom edge of the sign face is not in direct contact with a solid base or the ground.

**Portable Signs:** Signs not permanently attached to the ground or other permanent structure, or a sign designed to be transported by wheels including, but not limited to signs which are mounted on skids, trailers, wheels; signs converted to A- or T-frames; balloons used as signs; umbrellas used for advertising.

**Premises:** An area of land occupied by the buildings or other physical uses which are an integral part of the activity conducted upon the land.

**Primary Beneficiary:** The owner of the property on which a sign is located and/or the owner, operator, or manager of the business, person, organization, activity, event, place, service, or product the sign identifies or advertises.

**Private Traffic-Control Signs:** Small traffic directional signs indicating interior circulation of parking areas on site, warn of obstacles or overhead clearance, or designate permissible parking.

**Projecting Sign:** A sign supported by and extending at least 18 inches from a building wall.

**Proximate:** A sign located within 25 feet of the edge of the street right-of-way abutting the driveway entrance.

**Pylon Signs:** Freestanding signs that are supported by a structure extending from and permanently attached to the ground by a foundation or footing, with a clearance between the ground and the sign face. Pylon signs are not considered monument signs. Pylon signs differ from pole signs in that they are supported by a structure with internal clearance rather than a pole.

## R

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**Reader Panel:** Any and all portions of an electronically controlled changeable-copy sign containing light emitting diodes (LED) or other electronic lighting device intended to generate text, graphics, numerals or background lighting.

**Residential:** Locations where the principal use of the property is for one- and two-family dwelling units.

**Roof Sign:** Any sign installed over or on the roof of a building.

## S

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**Sandwich Board:** Means a portable sign that is ordinarily in the shape of an "A" with back to back sign faces, an easel, or a similar configuration.

**Shopping Center:** A group of retail stores planned and designed for the site on which it is built, functioning as a unit, with off-street parking, landscaped areas, and pedestrian malls or plazas provided on the property as an integral part of the unit. A shopping center differs from a multitenant building in that it is limited to retail uses, and includes a series of pedestrian malls or plazas connecting those uses and common areas such as parking facilities.

**Sign:** Any structure, display, light device, figure, painting, drawing, message, plaque, poster, billboard, or other thing that is designated, intended, or used to advertise or inform. The term “sign” includes the supporting structure of the sign.

**Sign Administrator:** The individual responsible for administering the provisions of Chapter 13, Sign Regulations, who is the Director of Development Services, or a designee, or as appointed by the City Manager.

**Sign Area:** Includes all lettering, wording, logos, design, symbols, framing, roofing, and cabinets, or modules, calculated according to the provisions established in this article.

**Sign de Minimus:** Signs that are securely affixed to a building or structure (even if wall signs are not permitted in the district or for the use), which do not exceed one square foot in sign area. See 13.05.01.G.4.

**Sign Face:** The part of the sign that contains sign copy and is distinguished from other parts of the sign, including another sign face, by borders or decorative trim. The term does not include a lighting fixture, apron, or catwalk unless it displays a part of the advertising or information contents of the sign.

**Sky Glow:** Lighting deriving from an artificial source that is visible from outside of a lot, parcel or site in the night sky.

**Stake Sign:** A temporary sign that does not exceed six (6) square feet in area with a base/stake commonly made of metal, wood or other similar material with an end for driving into the ground.

**Subdivision:** For purposes of this article, the subdivision in its entirety, including all phases, sections, villages, or units under a common development plan.

## T

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**Temporary Sign:** A sign typically made of lightweight or insubstantial material that can be easily or quickly mounted or removed (such as cloth, canvas, vinyl, cardboard, wallboard, or other light temporary materials), with or without a structural frame, intended for a temporary period of display. Common examples include inflatable signs, real estate signs, political signs, opinion signs, placards, construction signs, or signs that advertise a grand opening or special event. This paragraph is provided to clarify the regulations and does not limit the content of temporary signs.

**Tollway:** The 183A Toll Road.

## U

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**Unnecessary Hardship:** One or more unique conditions related to the restricted area, shape, topography or other physical feature of a property that will prevent any reasonable opportunity to provide adequate on-site signage provided that the conditions creating the hardship have not been created by the applicant’s or property owner’s own actions, are not a matter of convenience and are not solely based on financial considerations.

## W

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**Wall Sign:** A sign attached to the facade of a building and that:

- Is placed directly on and contained totally within the dimensions of the outside wall; and
- Does not extend more than 18 inches from a building surface.

**Window Sign:** A sign posted, painted, placed, etched, engraved, or affixed to a window and inside a building or integral to the window pane, but clearly visible from outside the building. Signs placed on the exterior of a window are not permitted.

**Wood Frame Sign:** A temporary sign made of wood, metal or a similar material.