



## ORDINANCE 2020-005

### AMENDING SECTIONS OF THE SHERWOOD ZONING AND COMMUNITY DEVELOPMENT CODE AS IT RELATES TO THE REGULATION OF SIGNS

**WHEREAS**, the Sherwood Zoning and Community Development Code contains regulations regarding signs within the City; and

**WHEREAS**, the sign standards in the Sherwood Zoning and Community Development Code are intended to allow the City of Sherwood citizens to exercise their right to free speech while ensuring that the City's streets remain clear of visual clutter and safe for travel; and

**WHEREAS**, the City has determined that there is a need to clarify and update regulations and provisions of the City code pertaining to sign definitions, wall signs in the Institutional Public (IP) zone, portable signs in residential zones, and feather signs, as well as other revisions; and

**WHEREAS**, the Planning Commission held a public hearing on proposed amendments on March 10, 2020; and

**WHEREAS**, the City Council held a public hearing on the proposed amendments on June 2, 2020, and on July 7, 2020, when it was continued to November 17, 2020, due to the Covid-19 pandemic; and

**WHEREAS**, on November 17, 2020, City Council continued the public hearing to March 3, 2021, and asked staff for a work session on sign issues prior to a second hearing on September 7, 2021; and

**WHEREAS**, on July 20, 2021, City Council held a work session to discuss and provide direction to staff on sign code amendments;

### **NOW, THEREFORE, THE CITY OF SHERWOOD ORDAINS AS FOLLOWS:**

**Section 1.** After full and due consideration of the application, the Planning Commission recommendation, the record, and evidence presented at the public hearings, the City Council adopts the findings of fact contained in the Planning Commission recommendation, which is included as Attachment 1 to the staff report for this Ordinance, finding that the text of the indicated sections of the Sherwood Zoning and Community Development Code shall be amended to read as documented in Exhibit 1, attached to this Ordinance.

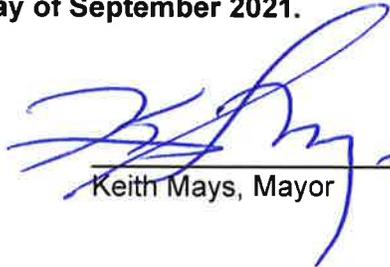
**Section 2.** The proposed amendments to Chapters 16.100, 16.101, 16.102, and 16.162 in Exhibit 1, attached to this Ordinance, are hereby **APPROVED**.

**Section 3. Planning Department Authorized** The Planning Department is hereby directed to take such action as may be necessary to document the amendments, including notice of adoption to the Department of Land Conservation and Development (DLCD).

**Section 4. Applicability** The amendments to the City of Sherwood Zoning and Community Development Code adopted by this Ordinance apply to all signs beginning on the effective date of this Ordinance.

**Section 5. Effective Date** This Ordinance shall become effective the 30<sup>th</sup> day after its enactment by the City Council and approval by the Mayor.

**Duly passed by the City Council this 7<sup>th</sup> day of September 2021.**

  
\_\_\_\_\_  
Keith Mays, Mayor

9/7/2021  
Date

Attest:

  
\_\_\_\_\_  
Sylvia Murphy, MMC, City Recorder

|         | <u>AYE</u> | <u>NAY</u> |
|---------|------------|------------|
| Scott   | _____      | _____✓     |
| Griffin | _____✓     | _____      |
| Brouse  | _____✓     | _____      |
| Young   | _____✓     | _____      |
| Garland | _____✓     | _____      |
| Rosener | _____✓     | _____      |
| Mays    | _____✓     | _____      |

## **Chapter 16.100 – GENERAL SIGN PROVISIONS:**

### **16.100.010 Definitions.**

**[Editor’s Note: All definitions have been moved to a new section, however they are not shown as moved to better see what changes are proposed to specific definitions]**

For purposes of Chapters 16.100, 16.101, and 16.102, the following terms shall have the following meanings, except when the context requires otherwise:

- A. **Animated Signs:** Signs that are animated by a person or animal using, carrying, or wearing a sign.
- B. **Area, Sign Face:** The area of the sign shall be measured as follows if the sign is composed of one (1) or more individual cabinets or sides:
  - a. The area around and enclosing the perimeter of each cabinet, sign face or module shall be summed and then totaled to determine total area. The perimeter of measurable area shall include all written advertising copy, symbols or logos.
  - b. If the sign is composed of more than two (2) sign cabinets, sign faces, or modules, the area enclosing the entire perimeter of all cabinets and/or modules within a single, continuous geometric figure shall be the area of the sign.
- C. **Awning or Canopy Sign:** A sign attached below a building awning, porch, canopy, or other roof-like structure and limited to six (6) square feet.
- D. **Banner Sign:** Signs made of lightweight fabric or other non-rigid material supported by two (2) or more points, and hung on a building, which does not meet the definition of a flag.
- E. **Commercial Center:** Any lot, or combination of lots legally bound together by a deed restriction, restrictive covenant or other recorded document, having at least two (2) but no more than three (3) legally permitted businesses on the site.
- F. **Commercial Plaza:** Any lot, or combination of lots legally bound together by a deed restriction, restrictive covenant or other recorded document, having four (4) or more legally permitted businesses on the site.
- G. **Electronic Message Signs:** Consistent with 16.100.020.E. and F., electronic message signs may not change more than once every thirty (30) seconds. In addition, the change may not involve movement or flashing. Electronic message signs are limited to no more than thirty-five (35) percent of the total sign area per sign face.
- H. **Flag:** A sign which consists of a single piece of lightweight material which is designed to, or which actually does, wave or move in the wind, which meets all of the following criteria:
  - a. Is two-sided and rectangular in shape.
  - b. Is a maximum of six (6) feet wide and a maximum of four (4) feet tall in all residential zones, and a maximum of eight (8) feet wide and a maximum of five (5) feet tall in all other zones.
  - c. Is attached by one side, which must be one of the two shorter sides, to a single metal pole, which is either (1) vertical and permanently installed in the ground or (2) vertical or a maximum of 45 degrees from vertical and attached to a building by a wall mount.

- I. Feather sign: A sign constructed in whole or in part of lightweight material which is designed to, or which actually does, wave or move in the wind, and which does not meet the definition of a flag or banner sign. Feather signs are sometimes commonly referred to as teardrop signs, feather banners, or flag signs.
- J. Free-Standing Signs:
  - a. Monument Sign: A sign constructed so that it is erected on grade or set into a hillside. If the monument sign is supported by poles, the sign shall extend to cover the support poles to within four (4) inches of the grade. Each free-standing monument sign shall have no more than two (2) faces.
  - b. Column Sign: A sign supported by two (2) square columns covered by wood, brick, metal or stone with a minimum width of twenty-four (24) inches or a single square column with a minimum width of thirty-six (36) inches.
  - c. Pole Sign: A free-standing sign mounted on one (1) vertical support less than thirty-six (36) inches wide.
- K. Over-Right-of-Way Banner Sign: A banner sign, placed over a public right of way for a limited period of time, by or with the permission of the agency with jurisdiction over said right-of-way.
- L. Permanent Residential Development Sign: Any permanent sign erected within 100 feet of any entrance to a single- family attached, single-family detached, duplex or townhome subdivision or Planned Unit Development (PUD).
- M. Portable A-Frame Sign: A double-faced portable sign with an A-shaped frame, no greater than four (4) feet in height and seven (7) square feet per sign face, composed of two (2) sign boards attached at the top and separated at the bottom, and not supported by a structure in the ground.
- N. Portable Sign: Small movable signs no greater than twenty-four (24) inches in height and a sign face no larger than eighteen (18) inches by twenty-four (24) inches in size used for a temporary period of time. Portable signs include stand-alone signs, not attached to a building or any other permanent structure. Examples include political signs, real estate open house signs, and other similar signage.
- O. Projecting Sign: A projecting sign is a sign which projects from and is supported by a wall or parapet of a building with the display surface of the sign in a plane that is generally perpendicular to the wall.
- P. Roof Signs: Signs erected in or directly above a roof or parapet of a building or structure.
- Q. Rotating or Revolving Signs: Signs that rotate or turn in motion by electrical or mechanical means in a circular pattern
- R. Single Business Site: Any lot, or combination of lots legally bound together by a deed restriction, restrictive covenant or any other recorded document, having a single legally permitted business on the site.
- S. Snipe Sign: Any sign of any size, made of any material, including paper, cardboard, wood and metal, when such sign is tacked, nailed, posted, pasted, glued, or otherwise attached to trees, poles, fences or other objects.
- T. Temporary Sign: Signs that are firmly affixed to a temporary structure that is placed into the ground and designed to be temporary. Characteristics of a temporary sign include signs constructed of a rigid material attached to wood or metal posts which do not require

permanent footings. Examples of temporary signs include, but are not limited to residential and commercial real estate signs.

- U. Vehicle Sign: A sign that is attached to a vehicle, on or above the vehicle that is parked in a location for the primary purpose of advertising.
- V. Wall Sign: A sign attached to, erected against or painted on a wall of a building.

**16.100.020 - Prohibited Signs [Editor's Note: The "Prohibited Signs" section has been moved to a new section, however they are not shown as moved for improved readability]**

A. Unsafe or Unmaintained Signs

All signs and sign structures must be constructed, erected and maintained to withstand the wind, seismic and other loads as specified in the Uniform Building Code. No sign shall be constructed, erected or maintained in violation of the maintenance provisions of this Chapter.

B. Signs on Streets

No sign shall substantially obstruct free and clear vision along streets or by reason of the position, shape or color, may interfere with, obstruct the view of, or be confused with any authorized traffic signal or device. No sign shall use the words "stop", "look", "danger", or any other similar word, phrase, symbol or character that interferes with or misleads motorists, pedestrians or bicyclists.

C. Obstructing Signs

No sign or sign structure shall be located or constructed so that it obstructs access to any fire escape, exit doorway or other means of egress from a building. No sign or supporting structure shall cover, wholly or partially, any window or doorway in any manner that will substantially limit access to the building in case of fire.

D. Rotating or Revolving Signs

Rotating or revolving signs are prohibited.

E. Illuminated Signs

Flashing signs, exposed reflective type bulbs, strobe lights, rotary beacons, par spots, zip lights and similar devices are prohibited. No exposed incandescent lamp which exceeds twenty-five (25) watts shall be used on the exterior surface of any sign so as to expose the face of such bulb or lamp to a public street. All permitted signs shall bear an approved Underwriters Laboratory label or equivalent third party product safety testing and certification organization.

F. Changing Image Signs

Any sign that, through the use of moving structural elements, flashing or sequential lights, lighting elements, or other automated method, results in movement, the appearance of movement or change of sign image or message is prohibited. Changing image signs do not include otherwise static signs where illumination is turned off and back on at a maximum of once every thirty (30) seconds and such change does not involve movement or flashing.

G. Pole Signs, over six (6) feet in height

H. Signs on Vacant Land

Any sign on unimproved property, unless allowed as a portable or temporary sign under Chapter 16.102 is prohibited.

- I. Permanent Residential Development Signs
- J. Roof Signs
- K. Feather Signs
- L. Flags, except as provided in 16.101.010(C).

### **16.100.030 Violations**

Violation of Chapter 16.100 is a Class B violation. Each day on which a violation continues shall be considered a separate violation.

## **Chapter 16.101 - PERMANENT SIGNS**

### **Sections:**

#### **16.101.010 - Common Regulations**

- A. Sign Permits
  - 1. Except as otherwise provided in this Section and in Chapter 16.102, a person may not construct, install, structurally alter or relocate any sign without first obtaining an administrative sign permit from the City as required by Chapter 16.72, including payment of the fee required by Section 16.74.010. In addition, all permitted illuminated signs are subject to the provisions of the State Electrical Code and any applicable permit fees.
- B. Sign Application.
  - 1. Application for a sign permit shall be made upon forms provided by the City and shall include the following information:
    - a. Name, address and telephone number of the applicant. Name, address, telephone number and signature of the property owner.
    - b. Location of the building structure, lot or parcel to which or upon which the sign is to be attached or erected.
    - c. A scaled drawing showing sign design including colors, dimensions, sign size, height above ground, method of attachment, construction and materials, type, source and intensity of illumination and the relationship to any building to which the sign will be attached.
    - d. A plot plan drawn to scale indicating the location of all buildings, property lines, existing signs, street lights, easements, and overhead power lines on the same premises.
    - e. Name, address and telephone number of the person or firm who will erect, construct and maintain the sign.
- C. Exceptions

1. The following signs do not require a permanent sign permit but shall conform to all other applicable provisions of this Chapter:
  - a. Traffic signs installed per the Manual of Uniform Traffic Control Devices and other federal, state and local traffic sign regulations.
  - b. Changes to the copy of a legally erected, painted or printed advertising sign, theater marquee or similar sign specifically designed for the use of replaceable copy that does not alter the dimensions of the sign.
  - c. On-site painting, repainting, cleaning and normal maintenance and repair of a sign.
  - d. A sign that is accessory to a construction site and construction activities that does not exceed thirty-two (32) square feet in area, provided that such sign is removed within thirty (30) days from date of issuance of the final occupancy permit or within two (2) years, whichever is less.
  - e. Portable/temporary signs allowed per Chapter 16.102.
  - f. Public utility signs and other signs required by law.
  - g. Signs on private property three (3) square feet or less per sign face and under three (3) feet tall when freestanding and installed to be readable only on private property.
  - h. Flags on private property which meet the following standards:

A property in a residential zone may have up to two flags or twenty-four (24) square feet of flags, whichever is less. Flag poles shall not exceed twenty (20) feet in height and must be located within the front yard setback.

A property in a nonresidential zone may have up to four (4) flags or one-hundred and twenty (120) square feet of flags, whichever is less. Flag poles shall not exceed forty (40) feet in height and must be located within the front yard setback.

D. Violations

1. The City may order the removal of any sign erected or maintained in violation of the provisions of this Chapter. If the City orders the removal of a sign under this Section, the City shall give ninety (90) days written notice to the owner of the sign or, if the owner of the sign cannot be notified, to the owner of the building, structure or premises on which such sign is located, to remove the sign or to bring it into compliance. After ninety (90) days the City may remove the sign at cost to the owner of the building, structure or premises. All costs incurred by the City will be a lien against the land or premises on which the sign is located and may be collected or foreclosed in the same manner as an assessment lien.

E. Nonconforming Signs

1. Signs that do not conform to the provisions of this Chapter are regarded as non-conforming signs and shall be brought into compliance with this Code's standards.
2. Except as exempted in subsection four (4) below, a nonconforming sign in existence on the effective date of Ordinance 2005-002, shall be brought into compliance within five (5) years of the effective date of Ordinance 2005-002. A nonconforming sign erected after the effective date of Ordinance 2005-002 or made non-conforming by subsequent sign ordinance amendments, shall be brought into compliance within five (5) years of the issuance of a building permit to construct the sign or adoption of the ordinance creating

the non-conformity. A nonconforming sign that is not brought into compliance within five (5) years shall be removed at the expense of the sign owner or, at the City's discretion, the owner of the property upon which it is located.

3. Except as exempted in subsection 4 below, a nonconforming sign that is structurally altered, relocated or replaced shall immediately be brought into compliance.
4. A sign that is forty five (45) feet tall or less and that is three hundred (300) square feet or less in size is exempt from the requirement to come into compliance within five (5) years and may remain until: a.) structurally altered, relocated or replaced, or b.) until such time as the property on which it is located is developed or re-developed pursuant to a Type IV land use application.

#### F. Abandoned Signs

A person who owns or leases a sign shall remove the sign when the business advertised is discontinued or moves. The City shall give the owner of the building, structure or premises upon which an abandoned sign is located ninety (90) days written notice to remove the sign. After ninety (90) days the City may remove the sign at cost to the owner of the building, structure or premises. All costs incurred by the City may be a lien against the land or premises on which such sign is located and may be collected or foreclosed in the same manner as similar liens.

#### G. City-Owned Signs

Permanent signs owned by the City of Sherwood shall be exempt from the provisions of this Code.

#### H. Construction and Maintenance

Except as otherwise provided in this Code, the construction of all signs or sign structures shall conform to applicable provisions of the Uniform Building Code. All signs, supports, braces, guys and anchors and sign sites shall be kept in good repair and maintained in a clean, safe condition.

### **16.101.030 - Sign Regulations by Zone**

#### A. Residential Zones

No permanent sign requiring a permit shall be allowed in residential zones except for the following:

##### 1. Public/Semi-Public Uses

For churches, schools and other public uses located within a residential zone:

- a. One (1) wall sign not exceeding thirty-six (36) square feet shall be permitted on a maximum of two (2) building elevations. Wall signs must be attached flat against the building face.
- b. One (1) free-standing sign per street frontage not exceeding thirty-six (36) square feet per sign face shall be permitted. A minimum setback of fifteen (15) feet from property lines adjacent to public streets is required. The maximum height of any portion of a free-standing sign shall be limited to six (6) feet from ground level at its base.

##### 2. Multi-Family Development Signs

- a. One (1) non-illuminated free-standing sign per street frontage not exceeding thirty-six (36) square feet per sign face shall be permitted on a property with a permitted multi-family

development, and the maximum height of any portion the sign shall be limited to six (6) feet from ground level at its base.

### 3. Non-Residential Signs

a. One (1) monument sign not more than sixteen (16) square feet in area on a property with a permitted non-residential use in a residential zone shall be allowed.

#### B. Commercial Zones

A permanent sign that requires a sign permit is not allowed in a commercial zone except for the following:

##### 1. Free-Standing Signs

a. Number Permitted: Except as otherwise provided in (1-3) below, one (1) multifaced, free-standing sign.

(1) Where the total street frontage exceeds three-hundred (300) feet in length, one (1) additional free-standing sign is permitted. Except as otherwise permitted in (2) or (3) below, no more than one (1) free-standing sign per street frontage shall be permitted. Where two (2) or more signs are allowed due to multiple frontages, each sign shall be oriented to face a different direction or street frontage.

(2) One (1) additional free-standing monument sign may be provided for fueling stations.

(3) A Commercial Center or Commercial Plaza with at least two (2) stand-alone businesses may have one (1) additional free-standing sign provided the site has more than three hundred (300) feet of frontage

b. Height Limit: The maximum sign height shall not exceed six (6) feet in all commercial zones except that in the locations identified in (1-5) below, the height, for no more than one (1) sign per single business site, commercial center or plaza, may be increased to no more than twenty (20) feet to allow for the construction of a column sign only. The exception locations are identified as:

(1) On or within one hundred (100) feet of Pacific Highway,

(2) Tualatin-Sherwood Road between 99W and SW Olds Place,

(3) Roy Rogers Road between 99W and Borchers

(4) Sherwood Boulevard between 99W and Century Boulevard, and

(5) Edy Road between 99W and Borchers.

The height of the sign shall be measured from the average grade of the building footprint located on site to the highest point of the sign. For sites with more than one (1) building, the average grade of the building closest to the location of the sign shall be used.

c. Clearance: Signs are prohibited over a driveway or parking area.

d. Area: The maximum sign area for all commercial zones shall not exceed thirty-six (36) square feet per sign face with a maximum of two (2) sign faces permitted except

that in those areas identified in 16.100.030.B.1.b.1-5, the sign area for one (1) sign may be increased up to one hundred (100) square feet for a commercial center or up to one hundred fifty (150) square feet for a commercial plaza.

- e. Location: No free-standing sign or any portion of any free-standing sign shall be located within a public right-of-way. Free-standing signs must comply with the Clear Vision Area requirements of Section 16.58.010.

## 2. Wall Signs

- a. Wall signs in combination with projecting signs shall not exceed twenty (20) percent of the gross area face of the building to which the sign is attached. Signs placed on or within one (1) foot of display windows and designed to be viewed from the exterior of the building shall be included in determining the amount of signage. A minimum of thirty (30) square feet is guaranteed and the maximum shall be two-hundred fifty (250) square feet. Wall signs may not project more than one and one-half (1½) feet from the wall to which they are attached. Wall signs shall be constructed of rigid materials. No banner sign shall be framed or encased in a manner to be constructed as a wall sign.

## 3. Projecting Signs

- a. Projecting signs supported by a wall of a building or structure shall be permitted under the following conditions:
  - (1) Only one (1) projecting sign will be permitted per store front. Projecting signs are attached so that they hang perpendicular to the façade of the building, and are limited in size by the provisions of 16.101.030 above.
    - (a) In addition, businesses within commercial districts with a porch or awning, will be permitted to have one (1) additional awning sign that is perpendicular to the building and oriented to pedestrians provided that they are:
      - (i) Hung from the roof of the porch or awning;
      - (ii) No more than six (6) square feet in area; and
      - (iii) The bottom of the sign is at least eight (8) feet above the grade of the sidewalk.
  - (2) No projecting sign shall be permitted on the same premises where there is a free-standing sign.
  - (3) No projecting sign shall extend more than three (3) feet above the roof line at the wall or the top of a parapet wall, whichever is higher.
  - (4) When a projecting sign is used no angle irons guy wires or braces shall be visible except those that are an integral part of the overall design such as decorative metals or woods or unless they are required for safety.
  - (5) No sign shall project to within two (2) feet of the curb of a public street or beyond five (5) feet from the building face, whichever is less.

## 4. Directional Signs

- a. The requirements of chapter 16.102 shall apply.

### C. Industrial Zones

No permanent sign requiring a permit shall be allowed in industrial zones except for the following:

1. Free Standing Signs
  - a. Industrial zoned properties that have an approved PUD and approval for permitted commercial uses, shall apply requirements in Section 16.101.030.B.1-4.
  - b. Other than allowed under (a) above, a property in an industrial zone may have one (1) multi-faced free-standing sign per street frontage provided the height does not exceed six (6) feet and the sign face does not exceed thirty-six (36) square feet per sign face for a maximum of seventy-two (72) square feet.
2. Directional Signs
  - a. The requirements of Chapter 16.102 shall apply.
3. Wall Signs
  - a. The requirements of Section 16.101.030.B.2, Commercial Signs shall apply.

### D. Institutional and Public zones

No permanent sign requiring a permit shall be allowed in an institutional public zone except for the following:

1. Wall Signs shall be permitted as follows:
  - a. The maximum total wall sign area shall not exceed one-hundred (100) square feet across a maximum of two (2) wall signs, which may be located across a maximum of two building elevations. No wall sign may be larger than twenty percent (20%) of the size of the wall on which it is located.
  - b. For buildings located on property adjacent to one or more collector or arterial roadways, when the nearest point of the building to the right-of-way for any such roadway is located at a distance of at least one-hundred (100) feet from said right-of-way, the maximum total wall sign area described in subsection (a) above shall be increased to one-hundred fifty (150) square feet. All other requirements of subsection (a) shall still apply.
2. Free Standing Signs shall be permitted as follows:
  - a. One (1) free-standing sign per street frontage, with a size not exceeding thirty-six (36) square feet per sign face, shall be permitted. A minimum setback of fifteen (15) feet from property lines adjacent to public streets is required. The maximum height of any portion of a free-standing sign shall be limited to six (6) feet from ground level at its base.

### 16.101.040 Violations

Violation of Chapter 16.101 is a Class B violation. Each day on which a violation continues shall be considered a separate violation.

## **Chapter 16.102 - TEMPORARY, PORTABLE, AND BANNER SIGNS<sup>[43]</sup>**

### **Sections**

#### **16.102.010 - Temporary and Portable Signs—Purpose**

Temporary, portable, and banner signs regulated by this code are intended to allow the City of Sherwood citizens to exercise their right to free speech while ensuring that the City's streets remain clear of visual clutter and safe for travel. Signs that are not clearly regulated by the provisions of this chapter are subject to the standards for permanent signs in Chapter 16.101. Definitions for permanent, temporary, and portable signs can be found in Section 16.100.010. All temporary, portable, and banner signs are subject to the time, place, and manner regulations of this chapter

#### **16.102.020 – Temporary, Portable, and Banner Signs—General Regulations**

- A. Temporary and portable signs are prohibited in the following locations:
  - 1. Within any ODOT right-of-way, including but not limited to Highway 99.
  - 2. Within any Washington County right-of-way, including but not limited to Roy Rogers Road, Edy Road, and Tualatin-Sherwood Road. However, if the city or county right of way extends more than 50 feet beyond the outermost point of road paving, curb or sidewalk, a banner or other temporary sign may be displayed at 50 feet or more from the curb or edge of pavement, subject to authorization from the entity with jurisdiction over the right of way.
  - 3. Within any clear vision area as defined in Section 16.58.010
- B. The following temporary, portable, and banner signs are exempt from the provisions of this chapter.
  - 1. Public notice signs as required by Section 16.72.020, or by any federal, state or local law.
  - 2. Signs that have been approved in association with a City of Sherwood Special Event Permit.
  - 3. A public-necessity sign such as safety and instructional signs, for public facilities and public parks, or City sponsored community events, installed by or with permission of the City of Sherwood.
  - 4. Over-Right-of-Way Banner Signs.
- C. Temporary and portable signs on private property do not require a permit, but are subject to all of the applicable standards within this section.
- D. Signs shall not be placed on private property without the express permission of the property owner.
- E. Signs shall not be illuminated and may not include pennant strings, balloons, streamers, spinners, propellers, search lights, or other items that involve motion to attract attention.

- F. Signs shall not obstruct vehicular or pedestrian traffic.
- G. It is the responsibility of the person posting a temporary or portable sign to remove it.
- H. In the event that a sign is requested by a business whose regular access is blocked due to road construction and/or road closures, signs may be permitted to remain in the public right-of-way, at an approved location, until construction is completed. Such signs do not require a permit. Such signs may be located in ODOT, City of Sherwood or Washington County right-of-ways if approved by the agency.

#### **16.102.030 - Temporary Sign Regulations**

- A. The following regulations apply to all temporary signs as defined in Section 16.100.010.
  - 1. Temporary signs on properties zoned VLDR, LDR, and MDRL, may be double sided, but are limited to a maximum height of six (6) feet, and a maximum sign width of three (3) feet. The actual sign face of each side of the sign shall not exceed six (6) square feet. The sign must be constructed of wood or vinyl in the colonial post style and is allowed one (1) rider not to exceed six (6) inches in height.
  - 2. Temporary signs in all other zones may be double sided, and are limited to a maximum height of eight and one-half (8½) feet, and a maximum width of four (4) feet. The actual sign face of each side of the sign shall not exceed thirty-two (32) square feet.
  - 3. No more than one (1) temporary sign is permitted on any one (1) lot unless the property fronts more than one (1) street or has more than three hundred (300) feet of frontage along a street. In these limited cases up to two (2) temporary signs may be allowed.
  - 4. Where multiple temporary signs are placed on the same property, as authorized above, the signs shall be spaced at least fifty (50) feet apart.
  - 5. Temporary signs are not permitted in the public right-of-way.

#### **16.102.040 - Portable Sign Regulations**

- A. The following regulations apply to all portable signs as defined in Section 16.100.010 in all zones.
  - 1. No more than four (4) portable signs are allowed on any residentially zoned lot, except that properties over an acre in size that are developed with an approved nonresidential use may place one (1) portable sign every fifty (50) feet for the length of the sites frontage along a public street.
  - 2. No more than (1) portable sign per business is allowed in all other zones, except the Institutional and Public (I-P) zone
  - 3. Properties zoned Institutional and Public (I-P) may place one (1) portable sign, every fifty (50) feet for the length of the sites frontage along a public street.
  - 4. No portable sign shall be placed in any publicly owned right-of-way except on Friday after 6 am through Sunday at 6 pm unless exempt per B below or 16.102.020.B above or unless the following Monday is a Federal holiday in which case the sign can be within the right-of-way through 6 pm Monday

5. Portable signs shall also meet the following standards:
  - a. Because maintenance of the right-of-way in front of a single-family home is the responsibility of the homeowner, signs are not permitted in the right of way adjacent to residential zones without the authorization of the adjoining property owner.
  - b. Portable signs may not be located within the right of way adjacent to City owned property or on City owned property without express permission of the City Manager or designee.
  - c. Signs shall not be located within, or within 50 feet of the entry and exit lanes of, a round-about and shall not otherwise create a traffic safety or maintenance problem.
  - d. Signs shall be freestanding and shall not be attached to any structure or vegetation such as utility poles, traffic signs, street signs, trees, or similar items.
  - e. Portable Signs shall be either an A-frame design or shall be attached to a wood or wire h-frame stake driven into the ground well clear of tree roots, irrigation lines, and any other underground utility that could be damaged by such stakes.
  - f. Portable signs shall be spaced at least 25 feet apart when placed on the same property. The City may remove all signs in any right-of-way area where signs are placed less than twenty five (25) feet apart.
- B. The following regulations apply to all portable signs located within the Old Town Overlay District
  1. A business who has a valid City of Sherwood business license and is physically located within the Old Town Overlay District may display two (2) portable signs, without a permit, on private property or within the public right-of-way in the Old Town Overlay District.
  2. Each portable sign can be a maximum of seven (7) square feet per sign face. A business that wishes to place a portable sign on the sidewalk in front of someone else's property must receive written permission from the property owner of the property where the sign is placed. Signs must be sited per Section 16.102.040.

#### **16.102.050 - Banner Sign Regulations**

- A. The following banner signs are exempt from these regulations:
  1. Banner signs not visible from a public street.
  2. Signs that meet any of the provisions of section 16.102.020(B).
- B. The following regulations apply to all banner signs as defined in Section 16.100.010 in all zones.
  1. Except for banner signs approved as over the right-of-way banner signs or 5 below, banner signs shall be firmly attached to the side of a building. No banner sign shall be attached to a fence, wall, building roofs, vehicles, trailers, or anything else.
  2. Banner signs shall not cover building windows.
  3. Banner signs shall be maintained in good condition. They shall not droop, have frayed ends, and shall be graphically clear and readable. Sun-faded, weather-damaged banner signs are prohibited.

4. Banner signs shall be made of all-weather material.
5. If the city or county right of way extends more than 50 feet beyond the outermost point of road paving, curb or sidewalk, a banner or other temporary sign may be displayed on a fence or wall at fifty (50) feet or more from the curb or edge of pavement, subject to authorization from the entity with jurisdiction over the right of way.

C. Permitted Locations

1. Commercial, Industrial, and Institutional Public Zoning Districts.
  - a. Each business having a valid City of Sherwood business license and which business is physically located in the Neighborhood Commercial (NC), Office Commercial (OC), Retail Commercial (RC), General Commercial (GC), General Industrial (GI), Light Industrial (LI) or Institutional Public (IP) zoning district may display one (1) banner sign on private property.
  - b. Banner signs shall be no larger than thirty-two (32) square feet in size.
2. Residential Zoning Districts.
  - a. One (1) banner sign not exceeding thirty-two (32) square feet per tax lot.

D. Review Process

1. No banner sign, except signs exempt by the provisions of sections 16.102.020.B, and 16.102.050.A shall be placed anywhere within the City without a permit.
2. Requests for permits shall be processed through a Type I administrative review and are subject to the standards listed above.
3. Permits for banner signs within the City shall be valid for a period of thirty (30) days.
4. Permits may be reissued on the same property a maximum of three (3) times in any calendar year.

**16.102.070 - Violations**

- A. Violation of Chapter 16.102 is an infraction. Each day on which a violation continues shall be considered a separate violation.
- B. Notwithstanding Sherwood Municipal Code Chapter 2.28, illegally placed portable signs found within the right of way will be confiscated and held for ten (10) business days. The City will provide one or more opportunities to retrieve confiscated signs during the ten (10) business days. If a sign is not retrieved within ten (10) business days it will be disposed of.

.....  
Chapter 16.162 Old Town (OT) Overlay District

16.162.070 Community Design E. Signs - In addition to signs otherwise permitted for home occupations, as per Section 16.142.101 one (1) non-illuminated, attached, exterior sign, up to a maximum of nine (9) square feet in surface area, may be permitted for each approved home occupation. See also Chapters 16.100, Permanent Signs and 16.102 Temporary, Portable, Banner, and Feather Signs.