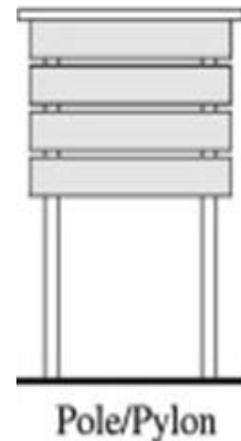


Signs in Commercial and Industrial Zone Districts

The City's new sign code and public way use permit took effect on December 23, 2009. The City Council directed staff to provide information about the new code provisions over the next six months (by the end of June, 2010). After that date until the end of September, the Council directed a lenient enforcement of the code (i.e. staff will send notices of violation with no penalties or citation). After September, the City will begin regular enforcement. Of course, staff will work with individuals to assist in compliance at anytime.

As part of the informational effort, this article is part of a series explaining various aspects of the new sign code. It describes signs allowed in commercial and industrial zones.

Pylon or Pole Signs are permitted in the Community Commercial zone only (basically along Pacific and 19th avenues east of Cedar Street and Pacific Avenue west of "B" Street). For one- and two-tenant properties, each sign face can be as large as 40 square feet. For properties with three or more tenants, each sign face can be up to 70 square feet in area. The maximum height allowed is 20 feet. One sign is permitted per 400 feet of street frontage (equal to a typical Forest Grove block) and each site may have a maximum of three such signs. Manual changeable copy is permitted, but electronic or video displays are not. Pylon signs may substitute for monument signs.



Free-standing or Monument Signs are permitted in the Community Commercial zone, the Neighborhood Commercial zone, and both industrial zones. In the CC zone, they may substitute for pylon or pole signs. These signs typically have a 3-foot tall base, or the bottom of the sign is within 3 feet of the ground. The maximum face area allowed is 40 square feet and the maximum height allowed is 8 feet. One sign is permitted per 400 feet of street frontage and large sites may have a maximum of three such signs. Video display and changeable copy is allowed, up to 24 square feet per face.



Wall and Window Signs are permitted, up to 15% of each wall face. Video display and manual changeable copy is allowed, up to 24 square feet per face. Up to two lighted window signs are permitted per business.



Temporary Signs are permitted in all commercial and industrial zones. They can't have moving parts or be lighted. They have to be affixed to a permanent structure (not a vehicle or a tree) and cannot be higher than the building's eave, top of wall, or parapet. Up to two temporary signs not exceeding 100 square feet each (such as banner signs) are allowed. They can be erected for no more than 30 consecutive days and for no more than sixty (60) days in a calendar year. No temporary signs are allowed if the site has a changeable copy (manual or electronic) sign.

Portable signs (such as A-boards or sandwich board signs) are allowed provided they are professionally prepared, unlighted and contain no moving parts. Each property (not each business) is allowed one portable sign, not exceeding six square feet in area. The sign must be located on private property directly adjacent to the business to which the sign pertains, unless the business has obtained a *Public Way Use Permit* from the City's Engineering Department; those signs are allowed in the public right-of-way only if they are located directly adjacent to the business to which the sign pertains. All portable signs are to be removed at the close of the business day.

These types of Portable Signs are not allowed:

- Signs on a parked vehicle unless the vehicle is being used for transport in the normal day-to-day operations of a business.
- Signs propped up by or leaning against a motor vehicle when the vehicle is parked in the public right-of-way
- Moving signs
- Festoons (strings of ribbons, tinsel, small flags, lights, or pinwheels)
- Balloon signs
- Flashing signs
- Off-premise signs

PERMIT FEES for permanent signs through June 30, 2010 are calculated as follows: A base fee of \$64 + \$2.83 for each square foot of sign face area. The maximum fee is capped at \$1,755. A building permit and electrical permit may also be required.

This article is intended only to provide a general overview of the new regulations. The sign code in its entirety has been incorporated into Development Code Articles 8 and 12 which may be viewed on the City of Forest Grove website: www.forestgrove-or.gov. If you have any questions, please contact Senior Planner James Reitz @ (503) 992-3233 or jreitz@forestgrove-or.gov.