

11-4-10 Signs

(a) Purpose and Intent

(1) Purpose

The purpose of this Section 11-4-10 is to promote public health, safety and welfare by:

- (A) Regulating the number, location, size, type, illumination and other physical characteristics of signs within the City in order to promote the public health, safety and welfare;
- (B) Protecting the public from signs which are structurally unsafe;
- (C) Promoting traffic safety and the free movement of traffic and protect the public from the hazardous conditions which result from signs that may confuse and distract or obscure the vision of motorists, bicyclists, and pedestrians or impair their ability to see pedestrians, obstacles, other vehicles or traffic signs;
- (D) Promoting efficient communication of messages;
- (E) Assisting in wayfinding;
- (F) Maintaining, enhancing and improving the aesthetic environment of the City by preventing visual clutter that is harmful to the appearance of the community;
- (G) Improving the visual appearance of the City while providing for effective means of communication, consistent with constitutional guarantees and the City's goals of public safety and aesthetics; and
- (H) Providing for fair and consistent enforcement of the sign regulations set forth herein under the zoning and police power authority of the City.
- (I) It is not the purpose or intent of this section to regulate the message displayed on any sign; nor is it the purpose or intent of this section to regulate any building design or display not defined as a sign, or any sign which cannot be viewed from outside a building. The content of the message or speech displayed on the sign shall not be reviewed or considered in determining whether to approve or deny a sign permit.

(2) Intent

The intent of this section, as more specifically set forth herein, is to:

- (A) Allow a wide variety of sign types in non-residential use areas, and a more limited variety in residential use areas, subject to the standards set forth in this section;
- (B) Allow certain small, unobtrusive signs incidental to the principal use of a site in all zones when in compliance with the requirements of this section;
- (C) Prohibit signs whose location, size, type, illumination or other physical characteristics negatively affect the environment and where the communication can be accomplished by means having a lesser impact on the environment and the public health, safety and welfare; and
- (D) Provide for the enforcement of the provisions of this section.

(b) General Provisions

(1) General

- (A) No sign shall be erected, mounted, displayed, or remodeled unless it is in full compliance with this section, with the regulations for the zone in which it is located, and with all applicable laws of the City of Northglenn and the State of Colorado. The general provisions of this Article shall apply to all signs except signs erected, mounted, displayed, or remodeled on property owned, controlled, or maintained by the Federal Government, the State or the City, including public streets, alleyways, sidewalks, rights-of-way, trails, easements, parks and other spaces. Those matters are addressed through other provisions of the Northglenn Municipal Code.
- (B) Repairs and maintenance of existing signs is allowed pursuant to 11-1-5(b)(2) and 11-4-10(b)(4) below.

(2) Substitution

Subject to the land owner's consent, a noncommercial message of any type may be substituted for any duly permitted or allowed commercial message or any duly permitted or allowed noncommercial message; provided,

that the sign structure or mounting device is lawful without consideration of message content. Such substitution of message may be made without any additional approval or permitting. This provision prevails over any more specific provision to the contrary within this chapter. The purpose of this provision is to prevent any inadvertent favoring of commercial speech over noncommercial speech, or favoring of any particular noncommercial message over any other noncommercial message. This provision does not create a right to increase the total amount of signage on a parcel, nor does it affect the requirement that a sign structure or mounting device be properly permitted.

(3) Applicability of Building Codes

All signs shall meet the applicable design, construction, and related standards specified in the Building Codes as amended, updated, or adopted. All electrical work shall be performed by an electrician licensed by the State of Colorado. No electrical work shall be performed without first having obtained a valid electrical permit issued by the City of Northglenn.

(4) Nonconforming Signs

(A) Generally

- (i)** Any sign granted approval by the City and issued prior to the adoption of this UDO and not conforming to the regulations established herein shall be considered a legal nonconforming sign and subject to the provisions of this section.
- (ii)** Any existing sign which has previously been granted a variance shall be considered conforming for the purposes of this UDO.

(B) Continuation of Nonconforming Signs

- a.** Subject to the termination provisions below, a nonconforming sign may be continued and shall be maintained in good structural condition. Legally nonconforming signs shall not be:
 - 1.** Replaced or structurally altered;
 - 2.** Altered or repaired so as to increase the degree of non-conformity of the sign;
 - 3.** Re-established after abandonment for 90 consecutive days of the use to which the sign pertained; or
 - 4.** Re-established after damage or destruction if the estimated cost of reconstruction exceeds 50 percent of its assessed valuation as shown in the original sign permit.
- b.** Any violation of these provisions shall immediately terminate the right to maintain said nonconforming sign.

(C) Permit Exemptions

The following signs shall not require a permit. These exemptions, however, shall not be construed as relieving the owner of the sign from the responsibility of its erection and maintenance, and its compliance with the provisions of this UDO or any other law or ordinance regulating the same.

- (i)** Any sign and any other notice or warning required by a valid and applicable federal, state or local law, regulation or resolution.
- (ii)** Balloons smaller than two feet in diameter and arranged in groups of less than 12 not to exceed four groups, unless granted a temporary use permit.
- (iii)** Building directory signs are allowed, in addition to wall signs otherwise permitted by these regulations. Building directory signs may be allowed up to a total of 15 square feet for the purpose of identifying tenants of a building.
- (iv)** Building markers
- (v)** Directional signs, subject to the following:
 - a.** Signs are located on the property where the business is located;
 - b.** Signs are located on private property and not in any public rights-of-way;

- c. Signs shall not be located along street frontage;
- d. Signs shall not create a traffic hazard; and
- e. Signs do not exceed four square feet per sign face.

(vi) Entrance or exit signs

(vii) Flags, subject to the following:

Flags shall not exceed any proportions established by applicable State or Federal law or Presidential declaration. Flags or pennants larger than specified are not allowed.

- a. Flags shall have a minimum clearance of eight feet when they project over public sidewalks and 15 feet when projecting over roads.
- b. Flags, pennants and insignia shall be maintained in a clean and undamaged condition at all times.
- c. The display of national flags, pennants and insignia shall be governed by the standard rules of international protocol.
- d. No more than three flags shall be displayed per parcel of record and shall be mounted on a single flag pole, or three separate flag poles installed either on the building or adjacent to the building/use to which they are appurtenant.
- e. No flag shall be displayed on a pole greater than 20 feet in height unless otherwise required by law.
- f. Holiday lights and decorations containing no commercial message, and displayed 60 days prior to and 15 days after the holiday.
- g. Single-family residential signs and multi-family temporary signs for individual dwelling units.
- h. Vehicle signs measuring two square feet or less. (Refer to Section 11-4-10(g)(2)).
- i. Window signs, both permanent and temporary, not to exceed 25 percent of the total window area per façade. (Refer to Section 11-4-10(f)(7)).
- j. Works of art.

(5) Prohibited Signs

The following signs shall not be erected, mounted, displayed, maintained or remodeled:

- (A)** Advertising on bus benches or on bus shelters except as may be specifically approved by City Council via a license agreement;
- (B)** Animated signs;
- (C)** Balloons larger than two feet in diameter or balloons arranged in groups greater than 12, unless granted through a temporary use permit;
- (D)** Roof signs;
- (E)** Search lights;
- (F)** Signs or posters on or extending into any public right-of-way, except as authorized by resolution of City Council;
- (G)** Signs using any sound or noise-making or transmitting device with such sound device used separately for advertising purposes beyond the confines of a building;
- (H)** Signs which block any window, doorway, or any other opening required for proper ventilation, light, or exit facilities;
- (I)** Signs which by their light or focus cause a nuisance by unduly disturbing the uses of surrounding property or by causing a traffic hazard;
- (J)** Signs with optical illusion of movement by means of a design which presents a pattern capable of reversible perspective, giving the illusion of motion or changing copy;
- (K)** Strings of light bulbs in non-residential parking areas unless granted through a temporary use permit; and

- (L) Vehicle signs: It shall be unlawful to park, place or store a vehicle or trailer on which there is a motor vehicle sign with more than two square feet for more than 96 hours, on private or public property, unless a temporary sign permit has been approved or a temporary use permit has been granted. Public transit vehicles are exempt. (Refer to Section 11-4-10(g)(2)).

(c) Enforcement

(1) Unlawful Acts

Unless specifically allowed by another article of this section, it shall be unlawful for any person, firm or corporation to erect, maintain, affix, post or remodel any sign without first obtaining a permit from the Department of Planning and Development.

(2) Administrative Enforcement

The Director of Planning and Development, henceforth referred to as 'Director', is hereby authorized and directed to enforce all provisions of this section. In addition to the penalty provisions set forth in subsections (1) and (2) below, specific authority is granted to the enforcement officer to remove, or have removed, signs erected, mounted, displayed, maintained or remodeled in violation of this section after posting of a notice at least 24 hours prior to removal upon the premises where such sign(s) is located. Enforcement is also authorized administratively as follows:

- (A) Violations of this section may result in enforcement under Chapter 19 of the Northglenn Municipal Code.
- (B) Violations of this section may also be punishable as provided in Chapter 1, Section 1-1-10 of the Northglenn Municipal Code.

(3) Sign Removal

Authorized City staff may remove any sign erected, mounted, displayed, maintained or remodeled in violation of this Article under the following circumstances:

- (A) A sign may be removed without notice when it is determined by the Director to present an immediate threat to the safety of the public;
- (B) A sign may be removed without notice when it is illegally placed within the public rights-of-way, attached to a utility pole or City traffic sign, upon public sidewalks or roadway, or on any public building or structure when such facilities are located on public property or within public easements;
- (C) When a sign is determined to be abandoned by the City, provided that the City must first provide 14 days' notice to the underlying property owner or business owner that the sign is deemed abandoned; and
- (D) The cost of removal shall be borne by the owner or lessee of the sign.

(4) Sign Disposal

When a sign has been removed by the City, the City shall take the following actions:

- (A) The City shall hold a sign for at least seven days. After seven days the City may dispose of the sign without prior notice to the sign owner. Sign owners wishing to reacquire possession of removed signs prior to their disposal shall make a formal request to the Planning and Development Department to arrange pick-up.
- (B) For signs with fair market value exceeding \$100.00 as determined by the City, the City shall provide notice by mail to the following:

(i) **Sign Owner**

If mailing address can be determined by the City after reasonable efforts in investigation. "Reasonable efforts" shall include investigation efforts that take no longer than one-half (½) hour of staff time.

(ii) **Underlying Property Owner**

- a. If the address of the sign owner cannot be reasonably ascertained, the City shall mail the notice to the underlying real property owner, as identified in the records of the County Assessor's Office.
- b. If the underlying property owner is the City or the identity of the sign owner cannot be ascertained as required by this subsection, no mailed notice shall be required prior to disposal of the sign.

(5) Maintenance of Signs

Every sign shall be maintained in good structural condition as defined by the adopted version of the International Building Code (IBC). Landscaped areas surrounding the sign or that is considered part of the sign with the application approval shall also be maintained through regular mowing, watering, weeding, replacement, and pruning. The Director or his authorized representative shall inspect and have the authority to order the repainting, alteration, removal, or general upgrading of the condition of any sign or its surrounding landscaped area which constitutes a hazard or violates the stated purposes of this UDO through dilapidation or inadequate maintenance.

(d) Administration**(1) Sign Permit Required**

Except as this UDO expressly or otherwise provides, no sign shall be erected, mounted, displayed, remodeled, reconstructed, maintained or moved in the City without first securing a permit from the City. Changes made to the display area of any existing sign structure area are exempt from the requirement of securing a permit from the City. The content of the message or speech displayed on the sign shall not be reviewed or considered in determining whether to approve or deny a sign permit.

(2) Process**(A) Application**

An application for a sign permit shall be obtained from and submitted to the Building Department.

(B) Sign Permit Fees

All applications for sign permits shall be accompanied by payment of fees, to be based on the building permit fees in the International Building Code in place at the time of application. Valuation of signs shall be determined by use of the Colorado State Tax Commission Manual in effect at the time of application. In the case of any application for alteration or improvement of an existing sign, the fees shall apply to any increase in valuation of such sign.

(C) Decision

The Director or the Director's designee shall approve or deny the sign permit within seven days of receipt of the complete application.

(D) Denial

If the permit is denied, the issuing authority will contact the applicant within three days to explain the reason for denying the permit. If the applicant and the issuing authority cannot agree on a sign that can be approved, the issuing authority shall prepare a written notice of denial within 10 days of its decision, describing the applicant's appeal rights and forward it to the applicant.

(E) Appeal

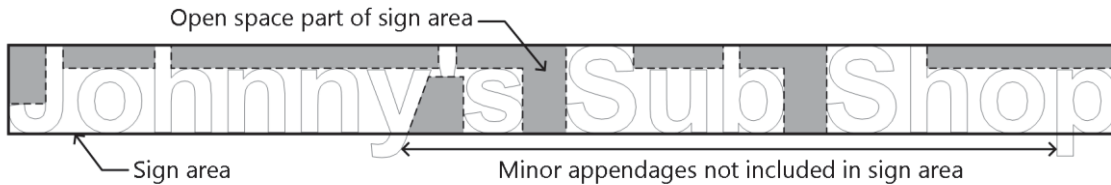
Any denial of the Director or their designee may be appealed by the applicant submitting formal application to the Board of Adjustment under the process outlined in Section 11-6-7(d), *Appeal*.

(e) Measurement and Computation**(1) Determining Sign Area****(A) Wall Signs**

- (i)** For a wall sign which is framed, outlined, painted or otherwise prepared and intended to provide a background for a sign display, the area shall include the entire portion within such background or frame.
- (ii)** For a wall sign without a distinguishable frame or outline, the area shall be determined by the following (See Figure 4.C.):
 - a.** The area of the sign shall encompass a regular geometric shape (rectangle, circle, trapezoid, triangle, etc.), or a combination of regular geometric shapes, which form, or approximate, the perimeter of all elements in the display, the frame, and any applied background that is not part of the architecture of the building.

- b. When multiple elements are organized to form a single sign, but are separated by open space, the sign area and dimensions shall be calculated by determining the geometric form, or combination of forms, which comprises all of the display area, including the space between different elements.
- c. Minor appendages to a particular regular shape, as determined by the Director, shall not be included in the total area of a sign.

Figure 4.C: Area of a Wall Sign



(B) Freestanding Signs

- (i) The sign area shall include the frame, if any, but shall not include:
 - a. A pole or other structural support unless such pole or structural support is internally illuminated or otherwise designed to constitute a display device, or a part of a display device.
 - b. Architectural features that are part of a freestanding structure, and not an integral part of the sign, and which may consist of landscape, building or structural forms complementing the site in general as determined by the Director, shall not be included in the total area of a sign.
- (ii) Multi-faced signs are measured as a total of all sign faces. However, when two identical sign faces are placed back-to-back so that both faces cannot be viewed from any point at the same time and are part of the same sign structure, the sign area shall be computed as the measurement of one of the two faces. (See Figure 4.D.) When the sign has more than two display surfaces, the area of the sign shall be the total area of largest display surfaces that are visible from any single direction. (See Figure 4.E.)

Figure 4.D: Area of Freestanding Sign with Identical Back-to-Back Faces

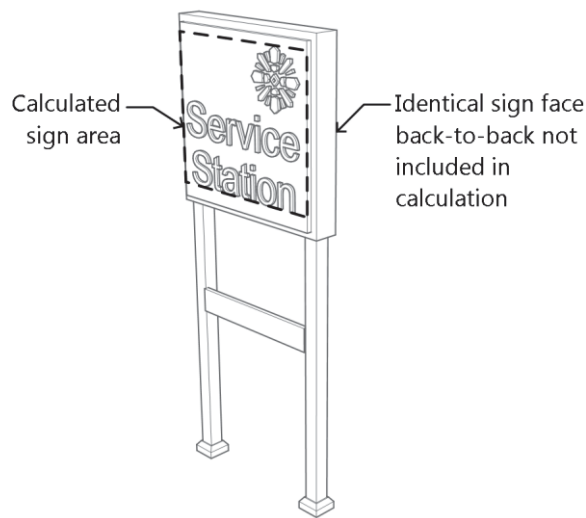
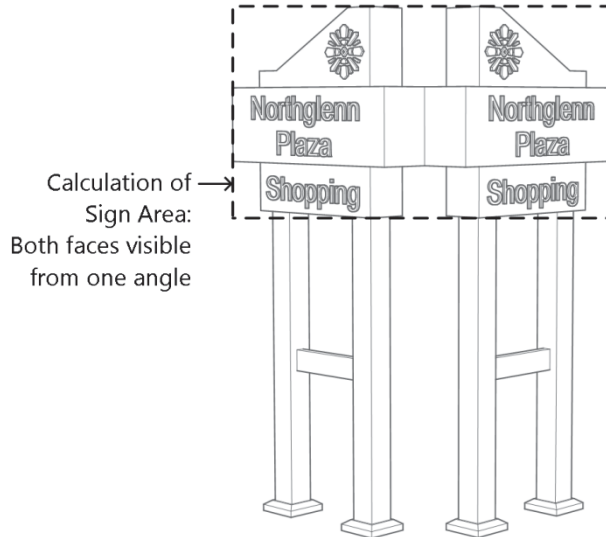


Figure 4.E: Area of a Freestanding Sign with Two Faces Visible from Any Direction

**(C) Disputes**

If an applicant does not agree with the determination of sign area, the applicant can submit a formal application to the Board of Adjustment in accordance with Section 11-6-7(d), *Appeal*.

(2) Determining Sign Height

- (A)** The height of a freestanding sign shall be measured from the base of the sign or supportive structure at its point of attachment to the ground, to the highest point of the sign. A freestanding sign on an elevated base of any kind, including a graded earth mound, shall be measured from the grade of the nearest pavement or top of any pavement curb.
- (B)** Clearance for freestanding and projecting signs shall be measured as the smallest vertical distance between finished grade and the lowest point of the sign including any framework or other embellishments.

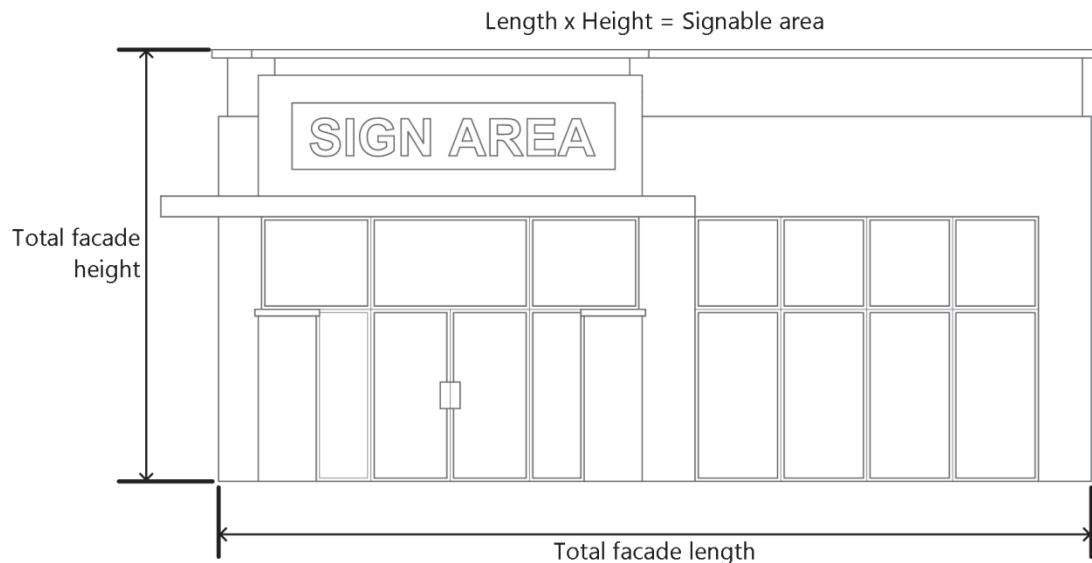
(3) Illumination

- (A)** Lighting for signs shall not create a hazardous glare for pedestrians or vehicles either in a public street or on any private premises.
- (B)** The light source, whether direct, indirect, or internal, shall be shielded from view. This requirement is not intended to preclude the use of diffused exposed neon or electronic message centers (EMC).
- (C)** Illumination for directly or indirectly illuminated signs shall utilize focused light fixtures that do not allow light or glare to shine above the horizontal plane of the top of the sign or onto any public right-of-way or adjoining property.
- (D)** Each internally illuminated sign (including EMCs) shall be designed so that illumination does not exceed 500 nits (candelas per square meter).
- (E)** Each directly or indirectly lit sign shall be designed so that illumination does not exceed 100 luxes (10 footcandles) measured at a distance of 10 feet from the sign.

(4) Building Façades

- (A)** The building façade shall include the building walls that face a public street or a parking lot which serves the uses therein.
- (B)** The area of any building façade shall be defined as the square footage of all wall areas parallel, or nearly parallel, to a street frontage, excluding any such wall area determined by the Director as clearly unrelated to the facade criteria. (See Figure 4.F.)

Figure 4.F: Calculation of Façade Area for Wall Signs



- (C) Buildings with two or more façades. The square footage of the wall and allowable sign area shall be calculated separately for each such building façade.
- (D) Multiple-tenant Building. The sign area for a multiple tenant unit shall be determined by measuring the square footage of that tenant unit's building façade.

(5) Vision Triangles

The vision triangle free of sign obstructions is required where a driveway intersects a public right-of-way or where property abuts the intersection of two public rights-of-way pursuant to Section 11-2-19(d).

(f) Permanent Non-Residential Signs

(1) Wall Signs

- (A) The linear dimension of the wall sign(s) shall not be greater than 80 percent of either the length of the tenant space or the length of the building façade.
- (B) For multi-story buildings, individual buildings with three stories or greater with multiple tenants are subject to the following provisions:
 - (i) One high wall sign per façade may be located in the area between the bottom of the top floor and the top of the parapet wall; and
 - (ii) Remaining signage must be located between the ground level and first floor.
- (C) Signage can be internally, directly or indirectly illuminated.
- (D) The area of all wall sign(s) shall be based upon the following Table 4-10-A:

Table 4-10-A: Maximum Wall Sign Area Allowed

Building or Tenant Façade	Max Sign Area Allowed
250 sq. ft. or less	25 sq. ft.
All other buildings as follows:	10 percent of the building or tenant façade, up to the following maximum area:
251 to 1,000 sq. ft.	100 sq. ft.
1,001 to 2,500 sq. ft.	225 sq. ft.
2,501 to 5,000 sq. ft.	400 sq. ft.
More than 5,000 sq. ft.	450 sq. ft.

(2) Marquee, Awning, Canopy Signs, and Changeable Copy

- (A) One marquee, canopy, awning, or changeable copy sign shall be allowed per business or tenant for each public street frontage faced by the business or tenant.
- (B) Any portion of the marquee, canopy, awning, or changeable copy sign that is used for commercial advertisement shall be counted towards the wall sign allowance.
- (C) No portion of the signage shall be allowed to extend above or below the marquee, canopy, or awning.

(3) Projecting Signs

- (A) Projecting signs shall have a maximum area of 12 square feet.
- (B) Projecting sign area will count towards wall sign allowance.
- (C) The bottom of the sign shall be a minimum of eight feet above the sidewalk.
- (D) Sign(s) shall not project more than four feet from the wall of the building on which the sign is placed; and adjacent projecting signs shall not be closer than 20 feet to one another.

(4) Freestanding Signs

- (A) Multiple-tenant Building. If two or more businesses share a building, joint identification signs shall be used. (Reference Section 11-4-10(f)(5)).
- (B) Single-tenant Building. Only one sign is allowed for each street frontage, with a maximum of two signs per single-tenant building.
- (C) If a freestanding sign exceeds eight feet in height, the width of the base shall not exceed one-third the width of the sign face.
- (D) No two freestanding signs shall be closer together than 10 feet. In the event that two signs are located on one site, they each must be separated by a minimum of 50 feet from one another.
- (E) Signs shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstruct any vision triangle as outlined in Section 11-2-19(d).
- (F) Signs may be internally or indirectly illuminated.
- (G) Electronic message centers (EMCs) are permissible, subject to the regulations in Section 11-4-10(f)(6).
- (H) Uses with a drive-through facility.
 - (i) A maximum of two additional signs are allowed per service drive aisle, not to exceed 50 square feet or eight feet in height each.
 - (ii) Sign(s) must be adjacent to service drive aisle.
 - (iii) Electronic message centers (EMCs) are permissible, subject to the regulations in Section 11-4-10(f)(6).
- (I) The area of freestanding sign(s) shall be based upon the following Table 4-10-B:

Table 4-10-B: Freestanding Sign Requirements

Building Square Footage	Max Area per Face	Max Height	Setback	Monument Sign Max. Area per Face	Monument Sign Max. Height
0 to 10,000 sq. ft.	36 sq. ft.	25 feet	10 feet from edge of curb	45 sq. ft.	8 feet
More than 10,000 sq. ft.	60 sq. ft.	30 feet		75 sq. ft.	

Note:

Refer to Section 11-4-10(f)(4)(H) for provisions for uses with a drive through.

(5) Joint Identification Signs

Joint identification signs shall be used for those businesses in non-residential zones that have two or more businesses sharing a building. Individual freestanding signs shall not be permitted in these cases.

- (A) Business sharing a common wall or a joint driveway or parking area may submit an application for a joint identification sign.
- (B) For a new joint identification sign or for a modification to a permitted sign, the applicant must provide documentation signed by each property owner identifying the rules, regulations and maintenance obligations pertaining to the sign.
- (C) Only one sign is allowed for each street frontage, with a maximum of two signs per multiple-tenant building. If two signs are used, the maximum area based on building square footage shall be allowed for both signs.
- (D) A maximum of 25 percent of the joint identification sign shall be used for the shopping center anchor sign panel; a minimum of 10 square feet shall be used for all other business sign panels.
- (E) All signs shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstruct any vision triangle as outlined in 11-2-19(d).
- (F) Sign(s) may be internally or indirectly illuminated.
- (G) Electronic message centers (EMCs) are permissible, subject to the regulations in Section 11-4-10(f)(6).
- (H) Additional requirements for joint identification signs are included in Table 4-10-C:

Table 4-10-C: Joint Identification Sign Requirements

Building Square Footage	Max Area per Face	Max Height	Setback	Monument Sign Max. Area per Face	Monument Sign Max. Height
0 to 10,000 sq. ft.	50 sq. ft.	25 feet	10 feet from edge of curb	62.5 sq. ft.	8 feet
10,001 to 20,000 sq. ft.	100 sq. ft.			125 sq. ft.	
20,001 to 40,000 sq. ft.	150 sq. ft.			187.5 sq. ft.	
40,001 to 80,000 sq. ft.	200 sq. ft.	30 feet		250 sq. ft.	
80,001 to 160,000 sq. ft.	250 sq. ft.			312.5 sq. ft.	
More than 160,000 sq. ft.	300 sq. ft.	40 feet		375 sq. ft.	

(6) Electronic Message Centers (EMC)

EMCs may be incorporated into freestanding signs and are subject to the following restrictions:

(A) Message Hold Time

Each message displayed shall remain static for a minimum of eight seconds. All such signs shall have a default mode to prevent the display from malfunctioning in a flashing or intermittent flash on.

(B) Transition Method

Each electronic sign shall be limited to static messages only and shall not have movement, or the appearance of optical illusion of movement of any part of the sign structure design, or pictorial segment of the sign. This shall include the movement or appearance of movement of any illumination or the flashing, scintillating or varying of light intensity. The transition duration shall be instantaneous.

(C) Brightness/Luminance

- (i) Each electronic sign shall be equipped with dimming technology that automatically varies the brightness of the electronic sign according to ambient light conditions.
- (ii) The intensity of the light source shall not produce glare, the effect of which constitutes a traffic hazard or is otherwise detrimental to the public health, safety or welfare. Lighting from the message module shall not exceed 500 nits (candelas per square meter) between dusk and dawn as measured by the equivalent "Percentage of Maximum Brightness-Nighttime" setting on the applicant's sign controlling software. Applications for sign permits containing an electronic display shall include the manufacturer's specifications and brightness rating. City officials shall have the right to view the technical specifications of the sign to determine compliance.

(D) Sequential Messaging

- (i) Consecutive messaging from a single advertiser, regardless of content, is strictly prohibited. A minimum of one message hold time period is required between single advertiser messaging.

(7) Window Signs

- (A) The combination of all window signs, temporary and/or permanent, shall not exceed 25 percent of the total window area per façade.
- (B) Window signs that meet the standards set forth above shall be exempt from requiring a sign permit.

(8) Off-Premise Commercial Advertising Signs

Off-premise commercial advertising signs shall be allowed in those specifically defined areas of C-5 Commercial, I-1 and I-2 Industrial Zones located adjacent to Interstate Highway 25, as set forth in 11-4-10(k) and are subject to the following conditions:

- (A) They shall not exceed 60 feet in height or 672 square feet in area;
- (B) They shall be placed at least 2,000 feet apart;
- (C) They shall be set back a minimum of 25 feet from the front property line;
- (D) On corner lots, they shall not be placed within a 300-foot vision triangle;
- (E) They may be indirectly or internally illuminated;
- (F) They may be placed at ground level except when the sign would be closer than 1,000 feet to an intersection, in which case, the bottom of the sign shall be elevated at least eight feet above the ground;
- (G) No more than two poles or other structural members shall be used to support the sign;
- (H) They shall have no more than two sides, and no more than one sign or message shall be placed on each side of the structure; and
- (I) An electronic message center (EMC) may be incorporated into an off-premise commercial advertising sign subject to the following restrictions:
 - (i) **Message Hold Time**
Each message displayed shall remain static for a minimum of five seconds. All such signs shall have a default mode to prevent the display from malfunctioning in a flashing or intermittent fashion.
 - (ii) **Transition Method**
Each electronic sign shall be limited to static messages only and shall not have movement, or the appearance or optical illusion of movement, of any part of the sign structure, design, or pictorial segment of the sign. This shall include the movement or appearance of movement of any illumination or the flashing, scintillating or varying of light intensity. The transition duration shall be instantaneous.
 - (iii) **Brightness / Luminance**
Each electronic sign shall be equipped with dimming technology that automatically varies the brightness of the electronic sign according to the ambient light conditions.
 - (iv) The intensity of the light source shall not produce glare, the effect of which constitutes a traffic hazard or is otherwise detrimental to the public health, safety or welfare. Lighting from the message module

shall not exceed 500 NIT (Candelas per square meter) between dusk and dawn as measured by the equivalent "Percentage of Maximum Brightness-Nighttime" setting on the applicant's sign controlling software. Applications for sign permits containing an electronic display shall include the manufacturer's specifications and NIT rating. City officials shall have the right to view the technical specifications of the sign to determine compliance.

(g) Temporary Nonresidential Signs

(1) Temporary Nonresidential Signs

- (A)** There shall be no more than four permitted temporary signs allowed per parcel at one time.
- (B)** Placement of such signs shall not exceed 120 days per business in a calendar year. Permits shall be issued with a minimum of 15 consecutive days and a maximum of 60 consecutive days used in a time block. The following exceptions apply:
 - (i) Signs on Projects While Under Construction**
Signs may be displayed for the duration of the construction project or completion of transaction, and shall be removed upon completion of the project.
 - (ii) Election Season Signs**
Signs may be displayed 60 days prior to the election and must be removed within five days of the election.
 - (iii) Weekend Signs**
Signs may be displayed from noon on Friday until noon the following Monday.
- (C)** Temporary signs shall not be illuminated.
- (D)** Temporary signs are subject to the following:
 - (i)** Sign(s) shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstructing and vision triangle as outlined in Section 11-2-19(d);
 - (ii)** Sign(s) may not be located to interfere with pedestrian, bicycle or vehicle traffic; and
 - (iii)** Sign(s) must be anchored to the ground or weighted sufficiently to prevent movement by wind.
- (E)** Temporary signs are subject to the regulations as depicted in Table 4-10-D:

Sign Type	Max Area per Sign Face	Max Sign Height	Number Permitted	Permit Required?
Wall Banner	36 sq. ft.	N/A	2	Yes
Pole Banner/Wind Blade	36 sq. ft.	15 feet	4	Yes
Freestanding Banner	36 sq. ft.	8 feet	2	Yes
Portable/A-frame/Sandwich Board	8 sq. ft.	8 feet	2	Yes
Sign Spinner	12 sq. ft.	6 feet	2	Yes
Signs on Projects While Under Construction	96 sq. ft.	10 feet	1 ^[1]	Yes
Election Season Signs	3 sq. ft.	8 feet	3	No
	18 sq. ft.		2	
Weekend Signs	6 sq. ft.	8 feet	No limit	No

NOTE:
 [1] One sign for each subcontractor, real estate affiliate, or development partner associated with the project.

(2) Vehicle Signs

- (A)** Vehicles that are parked or stored for more than 96 hours with a vehicle mounted sign more than two square feet must acquire a temporary sign permit and shall comply with the following:
 - (i)** Only one vehicle per applicant is allowed to display signage;

- (ii) The motor vehicle sign may not be larger in any dimension than or extend beyond any surface of the vehicle or trailer to which it is attached;
 - (iii) The motor vehicle sign must be attached to a vehicle or trailer that is registered and operable;
 - (iv) The motor vehicle sign may not be attached to a vehicle or trailer parked or stored in a public right-of-way or an area not designed, designated, or commonly used for parking; and
 - (v) The motor vehicle sign may not be attached to a vehicle or trailer that is regularly parked or stored in a "front yard" or "side yard", as such terms are defined in Section 11-1-1 of the UDO, that abuts a street, when there are other areas of the property designed or available for the parking or storage of the vehicle or trailer that are not visible from the street or do not abut streets, or parked or stored within 50 feet of a street when there are other areas of the property designed, designated, or available for the parking or storage of the vehicle or trailer that are more distant from the street or not visible from the street.
- (B) The vehicle sign shall be considered in compliance if evidence can be shown of the following:
- (i) The regulations in the subsection above shall not apply to signs displayed on vehicles which are being operated or stored in the normal course of a business, such as signs indicating the name of the owner or business which are located on moving vans, delivery trucks, and rental vehicles, and provided further that they are stored or parked in areas and in such a fashion as is appropriate to their use as vehicles. Signs measuring two square feet or less shall be exempt.
 - (ii) The activities that are being actively undertaken during such periods of parking involve loading or unloading of goods for customers, providing services to customers, conducting business, or engaging in work breaks.
 - (iii) The activities require the presence of the vehicle for the purposes of transporting equipment, people, supplies and/or goods necessary for the carrying out of such activities.
 - (iv) The activities above are not, other than incidentally, related to advertising, identifying, displaying, directing or attracting attention to an object, person, institution, organization, business, product, service, event or location.

(h) Permanent Residential Signs

(1) Single-Family Permanent Signs

Single-family residential shall include single family homes and duplexes. Single-family permanent signs do not require a permit and are subject to the following provisions:

- (A) There shall be a maximum of one sign per street frontage;
- (B) Sign(s) shall not exceed two square feet per sign face;
- (C) Sign(s) shall be limited to wall, window or freestanding type placement;
- (D) Sign(s) may be indirectly illuminated; and
- (E) Sign(s) shall be setback a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstructing any vision triangle as outlined in 11-2-19(d).

(2) Multifamily Permanent Signs

- (A) There shall be a maximum of one sign per access point abutting the complex.
- (B) Sign(s) shall be freestanding.
- (C) Sign(s) shall not exceed 75 square feet per sign face.
- (D) Sign(s) shall be no more than eight feet in height.
- (E) Sign(s) may be indirectly illuminated.
- (F) Sign(s) shall be setback a minimum of 10 feet from the edge of curb unless otherwise approved by the Department of Planning and Development. In no case shall a sign be placed in the right-of-way or obstructing any vision triangle as outlined in 11-2-19(d).

(i) Temporary Residential Signs

(1) Single-Family Temporary Signs

- (A) Temporary signs do not require a permit; however are subject to the provisions outlined below:
- (i) There shall be a maximum of one wall, window, or freestanding sign;
 - (ii) Sign shall not exceed six square feet in area; and
 - (iii) Sign can be in place for up to 90 days or the duration of the event.
- (B) Election season signs do not require a permit; however are subject to the provisions outlined below:
- (i) Election season signs are allowed during election season on a residential parcel in a number equal to the number of ballot issues and ballot candidates; and
 - (ii) Such signs shall not exceed three square feet per face in addition to the height and setback restrictions.

(2) Multifamily Temporary Signs

Temporary signs for multifamily residential are subject to the provisions of temporary non-residential signs found in Table 5, as well as the following:

(A) Generally

- (i) There shall be no more than four permitted temporary signs allowed at one time;
- (ii) Placement of such signs shall not exceed 120 days in a calendar year. Permits shall be issued with a minimum of 15 consecutive days and a maximum of up to 60 consecutive days used in a time block;
- (iii) Sign(s) shall be set back a minimum of 10 feet from the edge of curb. In no case shall a sign be placed in the right-of-way or obstructing any vision triangle as outlined in Section 11-2-19(d);
- (iv) Sign(s) may not be located to interfere with pedestrian, bicycle or vehicle traffic;
- (v) Sign(s) shall not be illuminated; and
- (vi) Sign(s) must be anchored to the ground or weighted sufficiently to prevent movement by wind.

(B) Dwelling Unit Signs

Individual dwelling unit signs do not require a permit and are subject to the following provisions:

- (i) There shall be a maximum of one sign per dwelling unit;
- (ii) Sign shall be limited to wall, window or balcony type placement;
- (iii) Sign shall not exceed two square feet per sign face; and
- (iv) Sign may be indirectly illuminated.

(j) Comprehensive Sign Plans

(1) Purpose

This Article is established for the consideration of sign proposals that may require additional flexibility for use in larger scale developments, developments that have unique configurations, or projects that demonstrate unique circumstances. The intent of this provision is to generate continuity and cohesiveness between proposals for various signs associated with development projects and to strike a balance between signage needs and general aesthetics.

(2) Applicability

The owner of any property, or the owners of multiple contiguous properties, may submit an application for a CSP for any residential or nonresidential use. CSPs are subject to the following:

- (A) Signage which is proposed as part of a CSP may deviate from the standards and requirements of this section including, but not limited to, the following and subject to compliance with the CSP standards set forth in this Article:
- (i) Types and numbers of signs allowed;
 - (ii) Maximum sign area;

- (iii) Maximum height of signs;
 - (iv) Placement of signs; and
 - (v) Materials and illumination standards.
- (B) All parties affected by provisions of the CSP must be signatory to such plans; provided, however, that if a site(s) with multiple property owners is governed by a management agreement, the duly-constituted representative of the management association or firm shall be signatory to such plans. It is unnecessary for owners or lessees to sign if said representative has signed on their behalf.

(3) Application and Approval Process

(A) Submittal Requirements

Applicants must submit a detailed sign plan with attached written and visual stipulations to the Planning Commission for review and approval. Such stipulations shall consider all appropriate concerns including, but not limited to, the following items:

- (i) Location;
- (ii) Size;
- (iii) Height;
- (iv) Color;
- (v) Lighting;
- (vi) Orientation; and
- (vii) Construction materials.

(B) Criteria for Approval

In making its determination on an application for a CSP, the Planning Commission shall consider:

- (i) Compatibility, in terms of scale and architectural features, with the site and surrounding area;
- (ii) Harmony with the character of the neighborhood;
- (iii) Need for the proposed use;
- (iv) Impact on the surrounding land uses;
- (v) General conformance to the purposes of this section and other ordinances; and
- (vi) The health, safety and welfare of the inhabitants of the area and City of Northglenn.

(C) Sign Permit Required

Following approval of a CSP, no signs may be constructed prior to obtaining a sign permit.

(D) Appeal

Any denial of the Planning Commission may be appealed by the applicant submitting formal application to the City Council under the process outlined in Section 11-6-7(d), *Appeal*.

(E) Expiration

An approved CSP shall expire one year from the date of approval if no allowed signs have been constructed or erected or obtained a sign permit within such time period.

(4) CSP Modifications

(A) Once authorized by the Planning Commission, a CSP may be modified through the following procedure:

- (i) The Director is authorized to determine whether a modification of or a release from a provision of the sign plan would constitute a substantial variation from the guidelines originally approved by the Planning Commission.
- (ii) If the determination is that the modification or release is not substantial, the Director is authorized to grant such a change, and a written summary of such determination shall be placed in the file for the comprehensive sign plan, and a copy of said determination shall be forwarded to the Planning Commission, for their information, at the next scheduled Planning Commission meeting.

- (iii)** If the Director determines that the requested change is substantial, the proposed change and all relevant material shall be submitted to the Planning Commission.
- (iv)** The Commission shall allow the proposed change only if the following criteria are met:
 - a.** The proposed change will not adversely affect the development and preservation of the entire sign plan;
 - b.** The change will not adversely affect surrounding land uses;
 - c.** The change will not conflict with the purposes of this section; and
 - d.** The change is not granted solely to confer a special benefit upon any party.

Nothing in these provisions shall be construed to deny the Planning Commission power to require any modification of or release from any provision of the CSP so that the plan conforms to other City ordinances.

- (v)** Any denial of the Planning Commission may be appealed by the applicant submitting formal application to the City Council under the process outlined in Section 11-6-7(d), *Appeal*.

(k) Map of Allowed Off-Premise Sign Areas

