



City of Huron
Agenda for the Planning Commission/DRB
Wednesday, August 19, 2026, 5:00pm.

I. **Call to Order**

II. **Roll Call**

III. **Adoption of the Minutes (N/A)**

IV. **Audience Comments (3-minute time limit)** *Please step to the podium and state your name and address for the record.

V. **New Business**

2300 University Dr. (Firelands Scientific)	PPN	42-01972.005	I-1
(site& design plan) Chiller Installation		42-01972.011	

VI. **Old Businss**

Proposed Amendment- Chapter 1133- Off-Street Parking

Chapter 1129- Signage- Revised Draft

VII. **Staff Report**

VIII. **Other Matters**

Next Regular Meeting: September 16, 2026

IX. **Adjournment**



TO: Chairman Boyle and Members of the Planning Commission and Design Review Board
FROM: Christine Gibboney Planning & Zoning Manager
RE: Firelands Scientific, 2300 University Drive. Site Plan Review
DATE: August 19, 2026

Current Zoning District: I-1

Parcel No.: 42-01972.005, 42-01972.011

Existing Land Use: Commercial

Property Size: 18.68 +acres

Traffic Considerations: Huron Corporate Park

Owner: Huron Corporate Park LLC
Mark Hobart
2300 University Drive E
Huron OH 44839

Applicant: Mark Hobart- Firelands Scientific (OPC Cultivation)

Project Description- Installation of two chillers, new concrete pads

The applicant is proposing the addition of two chillers to the north side of the main building. Chillers are required for a new piece of extraction equipment to be installed in the facility.

Applicable Code Sections

1125.04 I-1 Light Industrial District

(g) Lot Area, Frontage and Yard Requirements. The following minimum requirements shall be observed; except as otherwise provided herein:

Lot Area	Frontage	Front Yard Depth	Side Yard Width	Rear Yard Depth
Nonresidential	30 ft.	25 ft.	None except adjoining R District - then not less than 25 feet each.	1-story: 30 feet
Dwellings or residential parts of nonresidential dwellings		Not permitted in District		
Existing dwelling		Same as R-3		

(c) Accessory Uses. Accessory uses and structures permitted and as regulated in the B-3 District, except as hereinafter modified and such other uses and structures customarily accessory and incidental to any of the foregoing principal permitted uses, except for uses prohibited in an I-1 District.

Staff Analysis/Recommendation:

The applicant will be installing two (2) chillers to the north side of the main building, currently the location of a patio /seating area behind a fenced/gated area. The existing bush in this location will be removed. Two new reinforced concrete pads will be poured, extending a min. of 24" beyond the footprint of each chiller. (refer to site plan) Examples of the types of chillers have been provided.

The location of the chillers would be compliant with the I-1 regulations for setbacks. For this type of external equipment addition, staff does not believe design review to be required. An internal review by the Water Department advised that this equipment would likely require a backflow device.

Staff recommends approval of the site plan as submitted.

Attachments:

- Site Plans
- Heating & Chilling Layout
- Process Piping

Planning Commission (PC)

Commercial Site Plan Application/Design Approval- Exterior/Design-Signage Only

DATE: _____

Property Owner

Name: Huron Corporate Park LLC

Address: 2300 University Dr. East, Huron OH, 44839

Phone: 419-818-8115

Email: mark.hobart@huroncorporatepark.com

Applicant

Name: Mark Hobart

Company/Business Name: Huron Corporate Park LLC

Mailing Address: 2300 University Dr. East, Huron OH, 44839

Phone: 419-818-8115

Email: mark.hobart@huroncorporatepark.com

Location and Description of Project

Address: 2300 University Dr. East, Huron OH, 44839 County Parcel #: 42-01972.05

Existing Use: F-1

Acreage/Area of Site: _____

Proposed Use: F-1

Lot # (if applicable): 28

Estimated Value of Project: 40,000

Total SF: 300

☐

New Construction

☐

Signage

☐

Addition to Existing Structure

☐

Demolition

☒

Other: Equipment Install

ZONING & FLOOD ZONE DISTRICTS

Zoning District: I-1 (R-1 R-1A R-2 R-3 B-1 B-2 B-3 I-1 I-2 P-1 MU)

Flood Zone: X (A AE AO AH X-SHADED X)

Description of Project:

Adding two chillers to north side of main building for a new piece of extraction equipment we will be installing in our facility.

SECTION 1. SITE DEVELOPMENT PLAN APPROVAL (SECTION 1139.01) *The application fee of \$150.00 and a complete site development plan with the following information included:

A. SITE PLAN & SCALED DRAWINGS

- Legal Survey or Plat Map
- Dimensions of the Lot & Property Lines
- Size and Location of the Existing Structure (if applicable)
- Size and Location of the Proposed Structure
- Front, Rear, and Side Setbacks of Existing Structure (if applicable)
- Front, Rear, and Side Setbacks of Proposed Structure
- Height of the Proposed Structure
- Existing and proposed land uses and the location of existing & proposed buildings and other accessory structures on the site.
- Location of vehicular ingress & egress, parking spaces (both existing & proposed) and the dimensions of same. *Refer to code for parking requirements.
- Extent and type of parking lot and driveway paving.
- Location and dimensions of all pedestrian ways and/or sidewalks.
- Location and size of all existing and proposed utilities
- Complete building elevations and signage including color renderings of same
- Lighting plan for the site including style and intensity of all parking lot and building mounted lighting. (Design Review)
- Landscape Plan. *Refer to code for requirements. (Design Review)
- The plan and method of disposing of all surface water from the development area; drainage plan shall be in accordance with Section 1115.03.

B. WRITTEN STATEMENT

- A legal description of the site and state of the present ownership of all the land included within the site development area.
- A statement of ownership (names & addresses) and the present use of all properties within 150' of the exterior boundaries of the subject development site.
- A general indication of the expected schedules and/or phases of development.

SECTION 2. STORMWATER/DRAINAGE/GRADING PLANS/SWPPP

DEVELOPEMENT PROJECTS DISTURBING LESS THAN 1 ACRE

Development Sites Under One (1) Acre in Size: Individual development sites that are larger than 8,000 square feet and smaller than one (1) acre (43,560 square feet) in total size of disturbed area, can submit abbreviated soil erosion and sediment control plans with the topography plan for the requested permit(s). Refer to Chapters 1315, 1317 of City Ordinances for complete plan information required.

DEVELOPMENT PROJECTS DISTURBING 1 OR MORE ACRES

The City Engineer and Erie Conservation will determine the deposit amount required for applicable plan reviews. Approval of the plans from the City Engineer and Erie Conservation are required before Zoning and/or Building Permits can be issued. Refer to Chapters 1115, 1117, 1313, 1315 for required plan details.

SECTION 3. DESIGN APPROVAL (EXTERIOR, LANDSCAPING, LIGHTING, SIGNAGE) *

The application fee of \$150.00 and complete plans to include the following information must be included with this application and provided in a PDF format.

- ___ Photographs of Existing Conditions
- ___ Elevations of Proposed Modifications
- ___ Paint or Color Samples
- ___ Exterior Building Material Samples
- ___ Landscape Plan
- ___ Exterior Lighting Plan
- ___ Commercial Signage- Site Plan, Colored Elevations, Description of sign materials, Illumination specifications. Complete the table below:

Sign Type				Dimensions			
Sign #1:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.
Sign Type				Dimensions			
Sign #2:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.
Sign Type (circle)				Dimensions			
Sign #3:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.
Sign Type (circle)				Dimensions			
Sign #4:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.

SECTION 4. DESIGN APPROVAL (COMMERCIAL SIGNAGE ONLY) * The application fee of \$50.00 and complete plans to include the following information must be included with this application and provided in a PDF format.

___ Signage Site Plan with all setback dimensions

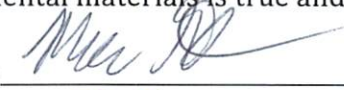
___ Rendering(s) of all signs with detail of dimensions, construction materials, graphics, illumination

Sign Type (circle)				Dimensions			
Sign #1:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.
Sign Type (circle)				Dimensions			
Sign #2:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.
Sign Type (circle)				Dimensions			
Sign #3:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.
Sign Type (circle)				Dimensions			
Sign #4:	☐ Wall	☐ Window	Other: MH	Height	Width	Display Area	Height (if ground)
	☐ Ground	☐ Changeable Copy		MH	x MH	= MH sq. ft.	MH ft.

PLEASE NOTE: Upon approval from the Planning Commission, your project may require Engineering Plan review and Storm Water/Erosion Control Plan review, associated fees will apply. Zoning and/or Building Permits may be required, associated permit fees will apply. All Contractors on your project must be registered with the City. Contact the Planning and Zoning Department with any questions: 419-433-5000 ext. 1302 OR 1303.

APPROVAL FROM THIS BOARD WILL EXPIRE 1 YEAR FROM THE DATE OF ISSUANCE.

MH MH I hereby certify that I am the owner of record of the named property or that the proposed work is authorized by the owner of record and/or I have been authorized to make this application as an authorized agent, and we agree to conform to all applicable laws, regulations, and ordinances. All information contained within this application and supplemental materials is true and accurate to the best of my knowledge and belief.

Applicant Signature:  Date: 8/3/26

Owner Signature:  Date: 8/3/26

For Departmental Use Only:

Date of Submission: 8/5/26 Application Fee: \$50.00 PC Meeting Date: 8/19/26

City of Huron
 Planning and Zoning Department
 417 Main St. Huron, Ohio 44839
 P: 419-433-5000
 F: 419-433-5120



Planning Commission (PC)

Commercial Site Plan Review & Design Review/Design Review Exterior/ Design Review Signage Only

The PC/DRB meets monthly on the third Wednesday of each month at 5:00p.m.in Council Chambers at City Hall, 417 Main Street, Huron, OH. This application is used for site plan approval, exterior design review including landscaping and lighting, and signage for new construction and any/all improvements of existing commercial/business/industrial facilities.

*** Prior to submission of this application, an initial plan review meeting with the Planning & Zoning Department is required.**

2026 PC/DRB MEETING DATE	APPLICATION SUBMISSION DEADLINE
JANUARY 21	DECEMBER 18 2025
FEBRUARY 18	JANUARY 22
MARCH 18	FEBRUARY 19
APRIL 15	MARCH 19
MAY 20	APRIL 16
JUNE 17	MAY 21
JULY 15	JUNE 18
8 AUGUST 19	JULY 16
SEPTEMBER 16	AUGUST 20
OCTOBER 21	SEPTEMBER 17
NOVEMBER 18	OCTOBER 22
DECEMBER 16	NOVEMBER 19

RETURN THE COMPLETED APPLCIATION, REQUIRED PLANS, AND APPLICATION FEES TO: THE CITY OF HURON, PLANNING & ZONING DEPARTMENT, 417 MAIN STREET, HURON, OH 44839 AND/OR VIA EMAIL: zoning@huronohio.us We require a PDF of all documents and plans as well as one (1) hard copy set.
 CONTACT OUR OFFICE WITH QUESTIONS 419-433-5000 EXT. 1302.

Transferred	
(In Compliance with sections 319-202 and 322-62 of the Ohio Revised Code)	
FEE \$	75.00
Exempt	
R E TRANSFER	
\$	225.00
Richard H. Jeffrey Erie County Auditor	
Trans. Fees: \$	50
Date: 9-14-18	By: [Signature]

Per [Signature] 319203
Erie County Auditor
[Signature] 9-14-18

GENERAL WARRANTY DEED

[Statutory Form §§5302.05 and 5302.06 O.R.C.]

KNOW ALL MEN BY THESE PRESENTS, that **J.I.B. Investments, LLC**, an Ohio limited liability company ("**Grantor**"), for valuable consideration paid, grants, with general warranty covenants, to **Huron Corporate Park, LLC**, an Ohio limited liability company, as Grantee, whose tax mailing address is 200 Public Square, Suite 2500, Cleveland, Ohio 44114-2378, the following real property:

Situated in the City of Huron, County of Erie and State of Ohio and more fully described on Exhibit A attached hereto and incorporated herein by reference (the "**Property**").

PPN: 42-01972.005

Prior Instrument Reference: Instrument No. 200808323 of Erie County Recorder's Office

Subject to restrictions, reservations, declarations, easements and conditions of record, zoning and building ordinances, those items set forth on the survey of the Property prepared by Neff & Associates, dated August 7, 2018 and assigned drawing name 14057B-ALTA, and real estate taxes and assessments not yet due and payable.

[Signature and Acknowledgment Page to Follow]

IN WITNESS WHEREOF, Grantor has hereunto set Grantor's hand this 5 day of September 2018.

JIB Investments LLC aka J.I.B. Investments, LLC

By: John J. Caporini
John Caporini, Member

STATE OF OHIO)
) SS:
COUNTY OF ERIE)

Before me, a Notary Public, in and for said county and state, personally appeared John Caporini, who acknowledged that he/she did sign the foregoing instrument as the authorized Member of JIB Investments LLC,* an Ohio limited liability company and that the same is his free act and deed individually and as such Member and the free act and deed of said limited liability company. *aka J.I.B. Investments, LLC

In witness whereof, I have hereunto set my hand and official seal at Huron, Ohio, this 5th day of September 2018.

James Peters
Notary Public James Peters 4/5/18

My Commission Expires NO EXPIRATION
CR 147-03

This instrument prepared by,
and please return filed original to:
Huron Retail, LLC
Attn: Jeffrey J. McCourt
200 Public Square, Suite 2500
Cleveland, Ohio 44114-2378

EXHIBIT A

Situated in the State of Ohio, County of Erie and the City of Huron:

Formerly in the Township of Huron, now City of Huron, Section No. 4, Part of Original Lot No. 28, and being more definitely described as follows:

Commencing at a monument box, found, marking the intersection of the centerline of University Drive East with the centerline of University Drive South;

Thence Easterly along the centerline of University Drive East along an arc of a curve to the right, having a radius of 955.00 feet, a delta of 01 deg. 37' 54", a chord bearing South 57 deg. 17' 16" East, a chord distance of 27.20 feet, an arc length of 27.20 feet to a monument box, found;

Thence Easterly continuing along said centerline, along an arc of a curve to the left, having a radius of 955.00 feet, a delta of 19 deg. 52' 31", a chord bearing of South 66 deg. 19' 55" East, a chord distance of 329.62 feet, an arc length of 331.28 feet to a point;

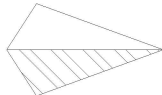
Thence South 13 deg. 43' 50" West a distance of 35.00 feet to a 1/2" iron pin set, on the South right-of-way line of University Drive East and the point of beginning;

1. Thence Easterly along the South right-of-way line of University Drive East along an arc of a curve to the left, having a radius of 990.00 feet, a delta of 11 deg. 03' 50", a chord bearing of South 81 deg. 48' 05" East, a chord distance of 190.88 feet, an arc length of 191.17 feet to a point;
2. Thence South 87 deg. 20' 00" East continuing along said South right-of-way line, a distance of 19.43 feet to a 1/2" iron pin set;
3. Thence South 08 deg. 27' 57" West a distance of 386.99 feet to a 1/2" iron pin set on the North line of a parcel owned by Wayne & Helen Knupke (DV 493 PG 228);
4. Thence North 87 deg. 20' 00" West, along the North line of said Knupke parcel, a distance of 320.45 feet to a 1/2" iron pin set, marking the Southeast corner of a parcel owned by Karen Sue Peterman, Trustee (RN 200106434);
5. Thence North 23 deg. 04' 49" East along the East line of said Peterman parcel, a distance of 430.44 feet to an 1/2" iron pin set on the South right-of-way line of University Drive East and the point of beginning, containing 2.400 acres, more or less, but being subject to all legal highways, easements and restrictions of record.

The above description was prepared from an actual survey by Daniel E. Hartung, Jr., Professional Surveyor No. 5667 in July 2008. The bearings were assumed only for the purpose of indicating angles.
Parcel Number 42-01972.005

V/L University Drive Huron, Ohio 44839

N



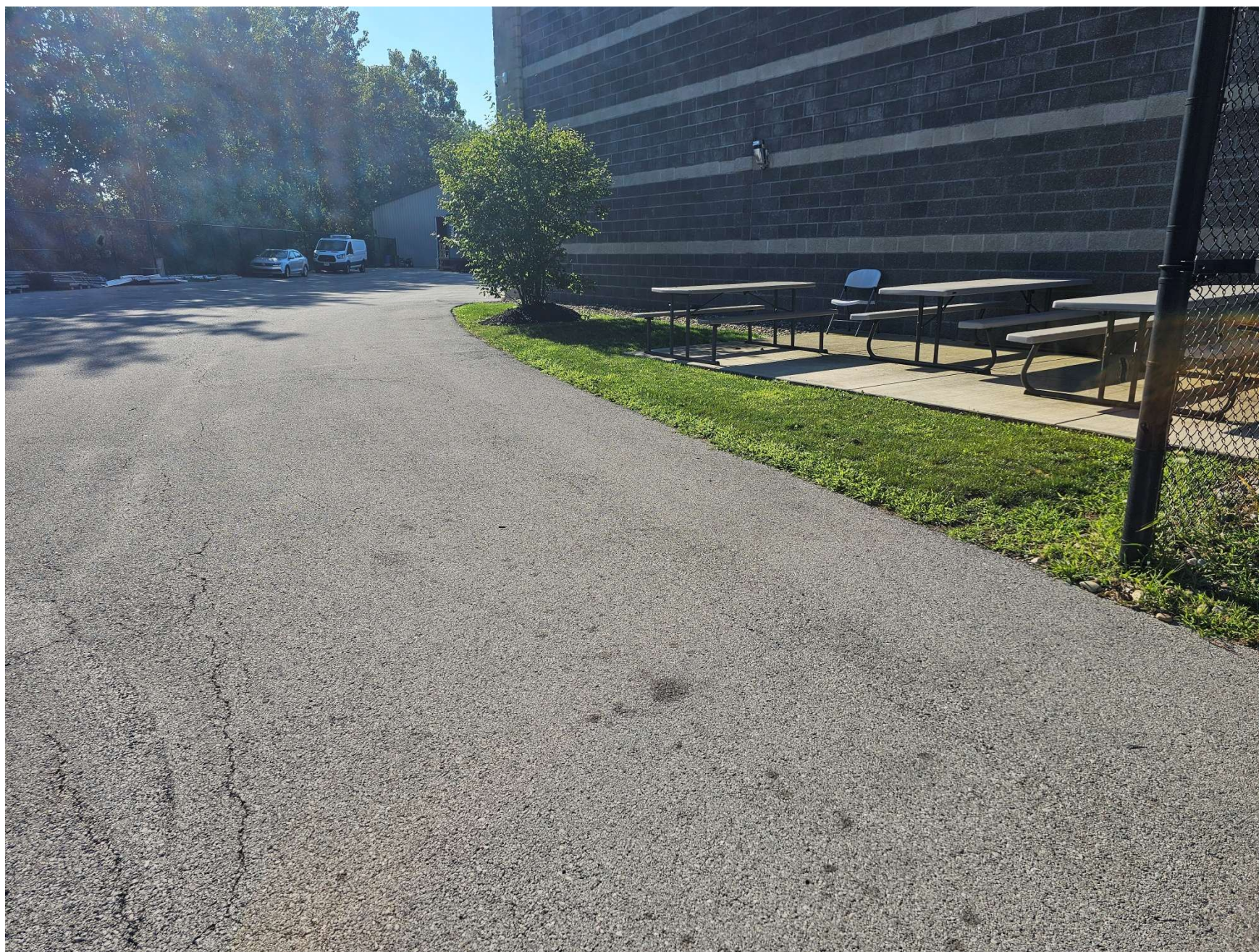
Firelands Scientific			
Ethanol Extact			
Chiller Location			
Exterior chiller placement			
Drawn By: Mark Hobart			
Scale @ A3: NTS			
Rev #	Rev Date		
01	08/04/2026		







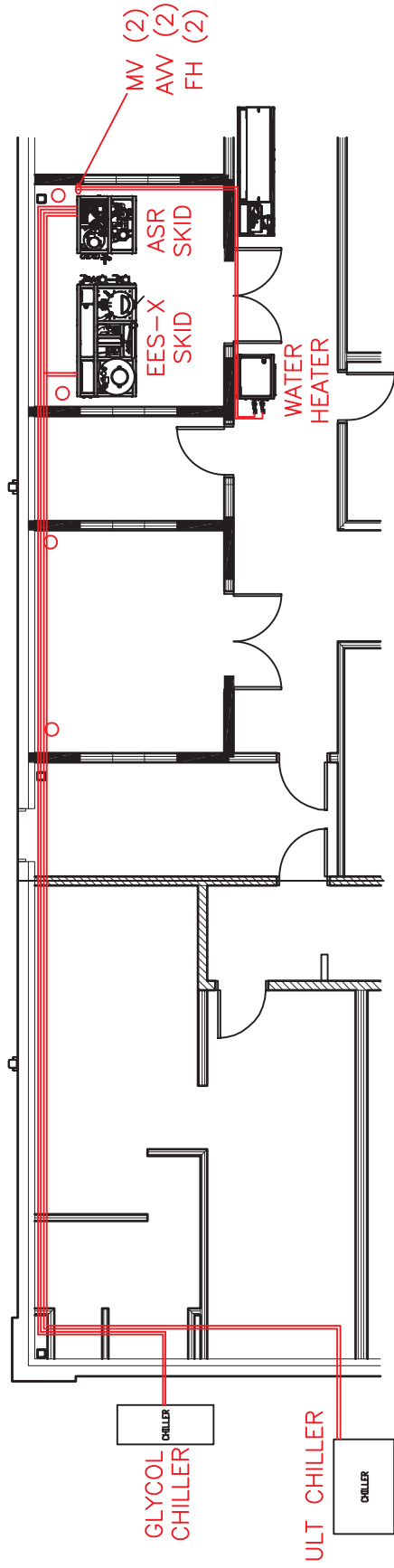
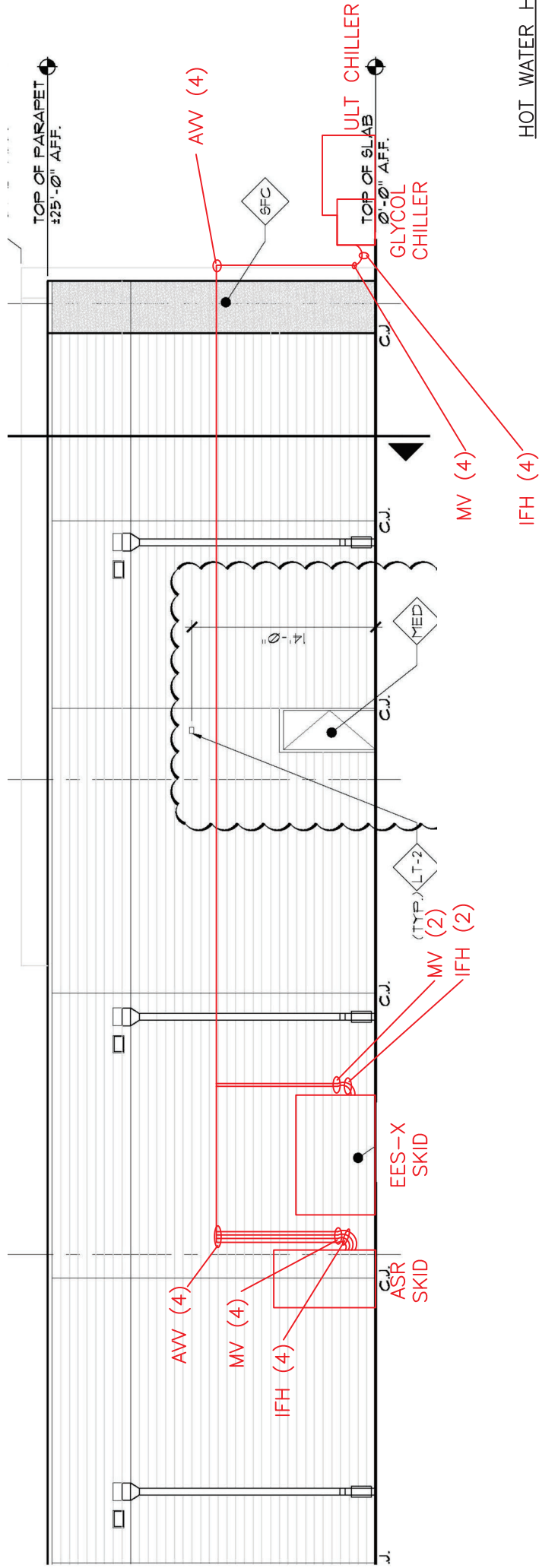








HEATING & CHILLING LAYOUTS



INSULATION NOTES

INSULATE ALL PIPES WITH ARMAFLEX ARMACELL INSULATION.
COVER ALL INDOOR PIPE INSULATION WITH PVC INSULATION JACKET.
COVER ALL OUTDOOR PIPE INSULATION WITH ALUMINUM INSULATION JACKET.
RECOMMENDED SUPPLIER: AMERICAN MECHANICAL INSULATION, BRAD BRATDORF (419) 476-2045

HOT WATER HEATER

1.5" COPPER PIPING.
INSULATE AS REQUIRED.

INCLUDE FLEX HOSE,
SHUT OFF VALVE, AND
AIR RELIEF VALVE AS
NOTED.

RUN LINE OVER TOP OF
ENTRY DOOR AND DROP
INSIDE THE ROOM TO MATCH
THE ELEVATION OF THE
CONNECTIONS ON THE SKID.

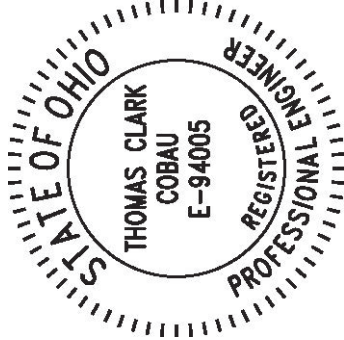
HEATING & CHILLING LAYOUTS

REV	DESCRIPTION	DATE	BY

THIS DRAWING CONTAINS CONFIDENTIAL INFORMATION AND IS THE SOLE PROPERTY OF COBALT ENGINEERING. IT IS NOT TO BE REPRODUCED, COPIED, DISSEMINATED OR DISCLOSED WITHOUT EXPRESS WRITTEN PERMISSION OF COBALT ENGINEERING.

FIRELANDS SCIENTIFIC
CANNABIS ETHANOL EXTRACTION
EQUIPMENT & BUILDING SYSTEMS
2300 UNIVERSITY DRIVE EAST
HURON, OH 44839

 COBAU ENGINEERING CULTIVATION SOLUTIONS 20233 Mack Avenue Grosse Pointe Woods, MI 48236 Phone: (313) 498-5002 CobauEngineering.com	DESIGN:	TC
	DRAWN:	RS
	CHECK:	TC
	JOB:	2026-04-16
	DATE:	2026-07-01
	DRAWING:	FS
	SHEET:	11 OF 23



**FIELD VERIFY ALL
DIMENSIONS**



TO: Chairman Boyle and Members of the Planning Commission and Design Review Board
FROM: Christine Gibboney Planning & Zoning Manager
RE: Chapter 1133 Off-Street Parking Code – proposed amendments
DATE: August 19, 2026

Chapter 1133- Off Street Parking and Loading Regulations- amendments proposed to address public and private parking lot paving requirements.

Staff Report

As discussed at our last meeting, edits have been made to Chapter 1133, these include :

- Removing references to “all “*required* parking” and replacing this language with “all parking spaces” as the reference to “required” pointed to criteria in the code for businesses/structures/uses for which a parking lot is required and did not speak to public or private parking lots.
- Language taken from the previous Off-Street Parking Code was inserted which had specifically included reference to public and private parking lots
- Lastly, table “Appendix A- Buffer Yard Requirements”- has been removed as it was inserted here mistakenly- it is part of Chapter 1131 Landscape Requirements

Exhibit “B” is attached for review/discussion any final edits before submission to Administration and City Council

CHAPTER 1133

Off-Street Parking and Loading Regulations

- 1133.01 Purpose.
- 1133.02 Determination of required off-street parking spaces.
- 1133.03 Number of parking spaces required.
- 1133.04 Electric automobile charging stations.
- 1133.05 Off-street stacking spaces for drive-thru facilities.
- 1133.06 Required short-term bicycle parking spaces.
- 1133.07 Allowance for shared parking.
- 1133.08 Modification of minimum parking requirements.
- 1133.09 Parking maximums.
- 1133.10 Land banked for future parking.
- 1133.11 Location of required parking spaces.
- 1133.12 Off-street loading spaces required.
- 1133.13 Access drives in Commercial Districts.
- 1133.14 Non-residential joint use driveways and cross-access easements.
- 1133.15 Single-family and two-family residential driveways.
- 1133.16 Improvement and maintenance standards.
- 1133.17 Trailer parking.
- 1133.18 Exceptions to off-street parking requirements in Business District.

CROSS REFERENCES

Conformance with Performance Standards - see P. & Z. Chap. 1121.06

Nonconformity - see P. & Z. Chap 1121.07

Residence Districts - see P. & Z. Chap. 1123

Non-residence Districts - see P. & Z. Chap. 1125

Mixed-Use Districts - see P. & Z. Chap. 1127

Signage Regulations - see P. & Z. Chap. 1129

Landscape Requirements - see P. & Z. Chap. 1131

1133.01 PURPOSE.

Off-street parking regulations are established in order to promote the overall vitality of the community through achieving various objectives, including:

- (a) Promoting the general convenience, welfare and prosperity of existing and future developments;
- (b) Relieving congestion on City streets by promoting alternative modes of transportation, ensuring orderly movement of traffic, and increasing safety; and,
- (c) Providing adequate, but not excessive off-street parking to minimize the negative impacts that result from large expanses of paved parking areas.

(Ord. 2015-10. Passed 8-25-15.)

1133.02 DETERMINATION OF REQUIRED OFF-STREET PARKING SPACES.

Off-street parking shall be provided as a condition precedent to the occupancy or use of any building, structure or land, and at any time a commercial or business-related building or structure, or commercial or business-related use of land, is enlarged, expanded, increased in capacity or use, in conformance with the following provisions.

In computing the number of parking spaces required by this Ordinance, the following shall apply:

- (a) Where floor area is designated as the standard for determining parking space requirements, floor area shall be the sum of the net area of all the floors measured from the exterior faces of the building. Mechanical rooms, stairs, restrooms, cellars, unenclosed porches, attics not used for human occupancy are excluded from the count of total floor area.
- (b) Where seating capacity is the standard for determining parking space requirements, the capacity shall mean the number of seating units installed or indicated. When fixed seats are not indicated, the capacity shall be determined as being one (1) seat for each twenty (20) square feet of floor area of the assembly room.
- (c) Where employees are the standard for determining parking space requirements, employees shall mean the maximum number of employees on any two (2) successive shifts.
- (d) Fractional numbers shall be increased to the next whole number.
- (e) The parking spaces required for multiple uses shall be the sum of the parking required for each use considered separately.

(Ord. 2025-30. Passed 11-25-25.)

1133.03 NUMBER OF PARKING SPACES REQUIRED.

The required number of off-street parking spaces for each facility or use shall be determined by application of the standards noted in Schedule 1133.03. For a use not specified in Schedule 1133.03, the Planning Commission shall apply the standard for a specified use which the Commission determines to be most similar to the proposed use.

Schedule 1133.03**REQUIRED OFF-STREET PARKING SPACES**

<u>Principal Building or Use</u>	<u>Minimum Spaces Required</u>
(a) <u>Residential Uses:</u>	

(1) Single-family dwellings	2 spaces for each dwelling unit. All new single-family development that occurs after the adoption of this chapter shall include at least a minimum of one (1) enclosed space.
(2) Two-family dwellings	2 spaces for each dwelling unit. All new two-family residential development that occurs after the adoption of this chapter shall include at least a minimum of one (1) enclosed space per dwelling unit.
(3) Townhouses	2 spaces for each dwelling unit.
(4) Apartments	2 spaces for each dwelling unit.
(5) Senior citizen apartments	1 space for each dwelling unit.
(6) Dormitories, sororities and fraternities	1 space for each 3 persons based on the maximum capacity.
(7) Nursing homes	1 space per 6 beds
(b) <u>Office, Professional Service Uses:</u>	
(1) Business, professional and administrative offices and services (excluding medical and dental)	1 space for each 400 sq. ft. of floor area.
(2) Medical, dental offices and clinics, including urgent care clinics	1 space for each 200 sq. ft. of floor area.
(3) Financial establishments	1 space for each 400 sq. ft. of floor area.
(4) Animal clinic, veterinary office	1 space for each 400 sq. ft. of floor area.
(5) Funeral homes, mortuaries	1 space for each 50 sq. ft. of floor area in parlors or visitation rooms.
(6) Hospitals	2 spaces per room.
(c) <u>Retail/Service Uses:</u>	
(1) Retail or business uses permitted in any B District unless specific standards given below	1 space for each 300 sq. ft. of floor area.
(2) Furniture and appliance; retail nursery garden supply, establishments	1 space for each 500 sq. ft. of floor area.
(3) Restaurants; bars; taverns; night clubs	1 space for each 150 sq. ft. floor area (25% of any outdoor unenclosed dining areas shall be included in the calculation)
(4) Hotels, motels and Bed and Breakfasts	1 space for each sleeping room or suite including that which is to be used as a permanent residence by the owners of the establishment.
(5) Shopping Center	1 space per 400 sq. ft. of leasable floor area.
(6) Transient Rental Property	The greater of two (2) off-street parking spaces or one (1) space for each four (4) permitted occupants, rounded up.
(d) <u>Automotive Uses: (b)</u>	
(1) Auto sales; new and used, auto, truck, boat sales, rental facilities	1 space for each 800 sq. ft. of floor area (indoor area only)
(2) Gasoline stations	.5 spaces per pump and 1 per 500 sq. ft. of accessory retail area.
(3) Car wash facilities	1 space per bay plus sufficient area for stacking spaces.
(4) Automobile service repair, and body work stations	2 spaces per bay
(e) <u>Commercial Entertainment/Recreation Uses: (b)</u>	
(1) Bowling alleys	Four (4) spaces per each lane. If there is additional space within the building used as a restaurant, bar, tavern, or night club, additional parking shall be included at a rate of 50% of that described in 1133.03(c)(3).
(2) Indoor movie theaters, auditorium and other public assembly places	1 space for every 4 seats for first 400 seats, then 1 space per 10 seats.
(3) Indoor or outdoor swimming pools, public or private	1 space per 200 sq. ft. of water area.
(4) Health, fitness, recreation club	1 space for every 200 sq. ft. of exercise area, including locker room, and equipment room.
(5) Wet-slipped boat dockage/storage	0.75 space for every boat space.
(f) <u>General Commercial Uses: (b)</u>	

(1) Printing, publishing, storage and warehousing of goods, wholesale establishments	1 space for each three (3) employees on a maximum shift or for each 3,000 sq. ft. of floor area, whichever is greater.
(2) Research and testing laboratories	1 space for each 400 sq. ft. of floor area.
(g) Educational Facilities:	
(1) Junior high schools, elementary schools and kindergartens	1 space for each 300 sq. ft. of office space, plus 2 spaces per classroom.
(2) High Schools	5 spaces per classroom.
(3) Colleges, universities	10 spaces per classroom.
(4) Child Day Care Centers, nursery schools and similar uses	Five (5) spaces, plus 1 space for every 5 program participants based on the facility's licensed capacity. Additionally, a minimum of 2 pick-up/drop-off spaces must be provided.
(h) Community Facilities:	
(1) Places of worship	1 space for every 8 seats.
(2) Community Center, library, museum or similar public building	1 space for every 6 seats or for each 300 sq. ft. of floor area, whichever is greater.

(Ord. 2015-10. Passed 8-25-15; Ord. 2021-9. Passed 3-23-21.)

1133.04 ELECTRIC AUTOMOBILE CHARGING STATIONS.

Parking spaces within parking lots or structures may be installed with electric automobile charging stations, including models that charge by solar energy. Such spaces must be accessible to the public and clearly designated as charging stations. Such spaces count toward parking requirements. (Ord. 2015-10. Passed 8-25-15.)

1133.05 OFF-STREET STACKING SPACES FOR DRIVE-THRU FACILITIES.

Establishments which by their nature create lines of customers stacking to be served within automobiles shall provide off-street stacking areas, on the same lot as the use, in addition to the required number of parking spaces specified in Schedule 1133.03, in accordance with the following requirements:

- (a) Commercial establishments such as banks, drive-thru restaurants, automatic car wash facilities and other similar facilities with service windows or other interaction points shall provide sufficient space for the stacking of vehicles. There shall be a minimum of four (4) stacking spaces per facility. There shall not be less than two (2) spaces per window or interaction point when there are two (2) or more windows or points of interaction. Interaction points typically include service windows, menu boards, and communication systems.
- (b) Self-serve car wash facilities shall provide no fewer than two (2) stacking spaces per stall.
- (c) Gasoline stations shall provide no fewer than one (1) stacking spaces per accessible side of a gasoline pump island.
- (d) In any case, there shall not be within the public right of way any portion of a drive-thru lane, or vehicles stacking for service at such drive-in or drive-thru facilities.
- (e) Such spaces shall be designed so as not to impede pedestrian or vehicular traffic circulation on the site, or on any abutting streets or parcels.
- (f) An escape lane shall be included within a drive-thru facility or circulation aisle to provide access around the drive-thru facility. All escape lanes shall measure a minimum of eight (8) feet in width.

(Ord. 2015-10. Passed 8-25-15.)

1133.06 REQUIRED SHORT-TERM BICYCLE PARKING SPACES.

Short-term bicycle parking spaces, which are areas where bicycles can be left for short stops and require a high-degree of convenience, must be provided by each use within a Mixed Use or green/recreational space as delineated by the City of Huron Land Use Map. Unless stated otherwise within Chapter 1127 Mixed-Use District, temporary bicycle parking shall be provided in accordance with the following:

- (a) In all cases where short-term bicycle parking is required, a minimum of four (4) spaces shall be provided.
- (b) Any property or use that is exempt from providing off-street parking is still required to provide short-term bicycle parking in accordance with this section and/or Chapter 1127 Mixed-Use District.
- (c) Bicyclists must not be required to travel over stairs or other obstacles to access bicycle parking spaces.
- (d) If the required bicycle parking spaces are located on private property, they must be located on the same lot as the use. When the bicycle parking spaces will be on public property, they must be within fifty (50) feet of the principal entrance and at the same grade as the sidewalk or an accessible route. The property owner may make application to the City for suitable arrangements to place bicycle parking spaces in the public right-of-way. Bicycle parking infrastructure is only permitted to be placed within the right-of-way upon approval of the city.
- (e) The bicycle parking area must be convenient to building entrances and street access, but shall not interfere with normal pedestrian and vehicle traffic. For passive security purposes, the bike parking shall be well-lit and clearly visible to building occupants or clearly visible from the street.
- (f) Bicycle parking facilities must provide lockable racks, or similar structures, where the bicycle may be locked by the user. Racks must support the bicycle in a stable upright position. Structures that require a user-supplied locking device must be designed to easily allow a high-security U-shaped lock to secure the bike frame and one wheel while both wheels are still on the frame's brackets. All racks must be securely anchored to the ground or a structure to prevent the racks from being removed from the location.
- (g) Shared bicycle parking facilities may be provided by multiple uses granted access is easily accommodated, agreements / easements are documented and the combined number of spaces meets the requirements of this section and all other applicable sections. (Ord. 2015-

10. Passed 8-25-15.)

1133.07 ALLOWANCE FOR SHARED PARKING.

Institutions, theaters and similar uses may make arrangements with banks, offices, retail stores and similar uses that are not normally open, used or operated during the same hours to share parking facilities and shall be subject to the following provisions:

- (a) Not more than fifty percent (50%) of the required parking spaces shall be shared.
- (b) Off-street parking spaces for separate uses may be provided collectively if the aggregate number of spaces provided is not less than the sum of the spaces required in Schedule 1133.03: Collective Parking Calculation. Schedule 1133.07(b) is applied in the following manner:
 - (1) The required number of spaces for each use is calculated according to Schedule 1133.03.
 - (2) The required number of spaces for each use is then applied to the percentages for each time, according to the appropriate land use category in Schedule 1133.07(b) to determine the number of required spaces. This is done for each time category.
 - (3) The numbers are summed for all land uses within each timeframe and the highest sum total in a timeframe is the required number of spaces.

SCHEDULE 1133.07(b): COLLECTIVE PARKING CALCULATION						
LAND USE	Weekday			Weekend		
	Mid-7am	7am - 6pm	6pm-Mid	Mid-7am	7am - 6pm	6pm - Mid
Residential	100%	55%	85%	100%	65%	75%
Commercial	0%	100%	80%	0%	70%	60%
Restaurant	50%	30%	70%	5%	70%	100%
Hotel/Motel	100%	65%	90%	100%	65%	80%
Movie Theater	0%	10%	70%	5%	70%	100%
Office	5%	100%	5%	0%	10%	10%
Industrial	5%	80%	5%	0%	10%	10%

- (c) In any case where the required parking spaces are collectively or jointly provided and used, a written agreement thereby assuring their retention for such purposes shall be properly drawn and executed by the parties concerned, approved as to form by the City Law Director, and filed with the application for a zoning approval.

(Ord. 2015-10. Passed 8-25-15.)

1133.08 MODIFICATION OF MINIMUM PARKING REQUIREMENTS.

Whenever the parking requirements based on functions and uses, and application of the standards specified in Schedule 1133.03 can be shown by the applicant or studies of parking demand for the use will result in an excessive number of parking spaces for the use and that a lesser number of spaces is appropriate and consistent with these regulations, the Planning Commission may approve a reduction in required spaces.

(Ord. 2015-10. Passed 8-25-15.)

1133.09 PARKING MAXIMUMS.

The following vehicle parking space maximums are applicable to all surface parking lots for multi-family, non-residential, and mixed-use developments within the City of Huron:

- (a) Surface parking areas may not exceed one-hundred and twenty-five percent (125%) of the required minimum number of vehicle parking spaces per the regulations set forth in section 1133.03 of this ordinance.
- (b) Existing surface parking areas that exceed the parking maximums must come into conformance with the maximum number of parking spaces when the following occurs:
 - (1) A new principal building is constructed on the site.
 - (2) An addition is made to an existing principal structure that would modify the parking calculation.
 - (3) Over fifty (50%) of the total area of an existing parking lot is reconfigured.
- (c) When surface parking areas exceed the number of spaces permitted by this section and are required to come into conformance, the excess spaces must be converted into any combination of the following:
 - A. General landscaping as permitted by Chapter 1131 Landscape Requirements
 - B. Temporary bicycle parking spaces.
- (d) The Planning Commission may grant the ability to exceed the maximum parking requirement set forth in this section in the event that the applicant or property owner can show that industry standards or elements specific to the development result in the need to allow for additional parking spaces, and that the provision of additional parking will not be detrimental to the general welfare, safety, infrastructure, traffic congestion, or public interest of the community.

(Ord. 2017-9. Passed 4-25-17)

1133.10 LAND BANKED FOR FUTURE PARKING.

Land banking land within the development site allows for designating a portion of land on a site that would be required for parking to be held and preserved as landscape, rather than constructed as parking. The Planning Commission may permit land banking of up to thirty percent (30%) of the required parking spaces, subject to the following:

- (a) Evidence is provided by the applicant that supports the reduced parking needs.
- (b) The area proposed for land banking of parking spaces must be an area suitable for parking at a future time.
- (c) Landscaping of the land banked area must be in full compliance with Chapter 1131 Landscape Requirements and, at a minimum, landscaped with turf or live groundcover.
- (d) The land banked area cannot be used for any other use and must be part of the same zoning lot and all under the same ownership.
- (e) As part of the site plan review process, the applicant must show the area to be banked on the site plan and marked as "Land Banked Future Parking".
- (f) The Planning Commission, on the basis of increased parking demand for the use, may require the conversion of all or part of the land banked

area to off-street parking spaces. (Ord. 2015-10. Passed 8-25-15.)

1133.11 LOCATION OF REQUIRED PARKING SPACES.

In addition to specific requirements contained in each district regulation, the location of off-street parking facilities shall further be regulated according to the following provisions:

- (a) The parking spaces required for residential buildings in a residential district shall be located on the same lot with the building or use served.
- (b) The parking spaces required for any other building or use in a residential district and any use in a commercial district may be located on another properly zoned lot within 300 feet of the principal entrance and two (2) or more owners of buildings may join together in providing the required parking spaces. When the required parking spaces are not located on the same lot with the building or use served, the usage of the lot or tract upon which the parking spaces are provided shall be restricted by an instrument recorded describing the premises for which the parking is provided and assuring the retention of such parking so long as required by this Zoning Code.
- (c) No parking of a motor vehicle shall be permitted on any portion of a lot designated as an accessory structure such as a patio, porch or deck. (Ord. 2015-10. Passed 8-25-15.)

1133.12 OFF-STREET LOADING SPACES REQUIRED.

Off-street loading spaces shall be provided and maintained on the same zoning lot with the building as necessary to meet the needs of the principal use. The location of off-street loading spaces shall be regulated according to the following:

- (a) Streets, sidewalks, alleys or other public rights of way or other public property shall not be used for loading purposes nor shall vehicles be parked on such areas during loading and unloading.
- (b) No part of any required yard, off-street parking area, or access drive thereto, shall be used for loading or unloading purposes.
- (c) Off-Street Loading Space. In any district, in connection with any building or part thereof, hereafter erected or altered which is to be occupied by manufacturing, stores, warehouses, goods display, retail commercial, wholesale commercial, market, hotel, hospital, mortuary, laundry, dry cleaning or other uses requiring the receipt or distribution by truck of materials or merchandise, there shall be provided and maintained, on the same lot with such buildings, off-street loading space in accordance with the following schedule:

Net Floor Area of Building (Sq. Ft.)	Total Number of Off-Street Loading Spaces
Less than 10,000	0
Over 10,000 to 20,000	1
Over 20,000 to 40,000	2
Over 40,000 to 60,000	3
Over 60,000 to 80,000	4
Over 80,000 to 100,000	5

- (d) When the floor area of the building exceeds 100,000 square feet, the number of off-street loading spaces shall be determined by the Planning Commission.
- (e) Each loading space shall be not less than ten feet in width, twenty-five feet in length and fourteen feet in height.
- (f) Such loading space may occupy all or any part of any required yard, provided, no space shall be closer than fifty feet to any other lot located in any R District, unless wholly within a completely enclosed building or unless enclosed on all sides by an acceptable fence or wall or other enclosure maintained in good condition, not less than six feet in height. (Ord. 2015-10. Passed 8-25-15.)

1133.13 ACCESS DRIVES IN COMMERCIAL DISTRICTS.

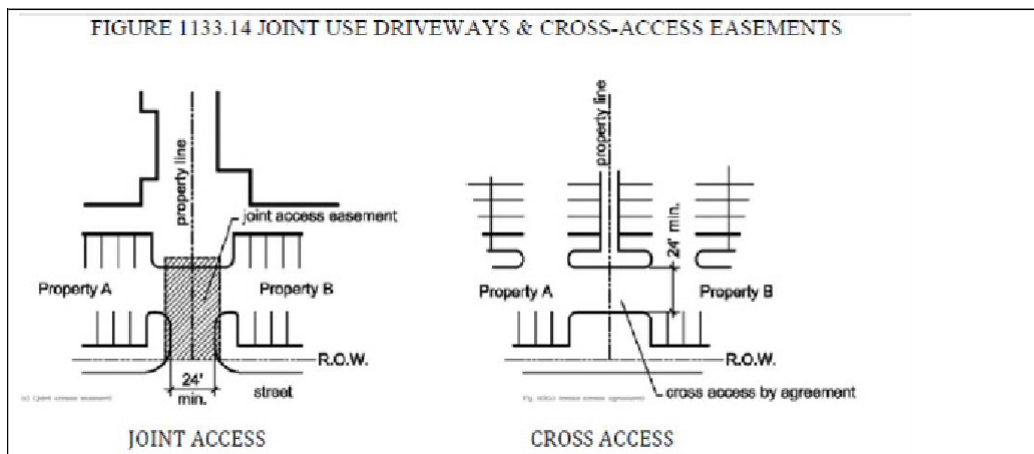
In all Business Districts and Industrial Districts, there shall be adequate provision for ingress and egress to all parking and loading spaces from public streets and ways. Access drives shall be provided as follows:

- (a) Each development shall be permitted one (1) entrance and one (1) exit at the lot frontage. In the case of a corner lot, Planning Commission may grant an additional access lane if doing so will make the flow of vehicular and pedestrian traffic safer and more efficient.
- (b) One (1) additional entrance and exit drive may be permitted for every additional two hundred and fifty (250) feet of street frontage, or fraction thereof, above the district minimum. Planning Commission may grant one (1) additional entrance and exit drive if it is deemed imperative to efficient and safe operations for the use on within the development.
- (c) The width of an access drive measured at the front lot line shall not be more than fifteen (15) feet per lane, with a maximum of one (1) entrance lane and two (2) exit lanes. When using a two (2) lane system, the total width shall not exceed thirty (30) feet at the property line. When using a three (3) lane system, the total width shall not exceed forty-five feet (45) at the front property line.
- (d) An access point from a public street or way shall be located no closer than twenty (20) feet to a residential district and the resulting adjacent open area shall be properly landscaped and maintained in accordance with the standards in Chapter 1131 Landscape Requirements. Access lanes for all commercial and industrial uses shall not exist within property zoned residential.
- (e) An access drive shall be located no closer than fifty (50) feet to an intersection, unless specific circumstances on the parcel make such placement necessary. Access drives adjacent to intersections are subject to approval by the Planning Commission.
- (f) Landscaped medians may be installed to separate lanes of incoming and outgoing traffic and shall not be used in calculation of total width. Landscaped medians shall be landscaped in accordance with parking lot island regulations as set forth in Chapter 1131 Landscape Requirements and shall be installed in a manner as to protect safe and efficient flow of pedestrian and vehicular traffic. Signage may be included within this area, but shall be placed as to not adversely affect safe passage of traffic or site line visibility. (Ord. 2015-10. Passed 8-25-15.)

1133.14 NON-RESIDENTIAL JOINT USE DRIVEWAYS AND CROSS-ACCESS EASEMENTS.

Adjacent non-residential uses that possess dedicated parking areas are encouraged to provide joint use driveways and cross-access easements to

allow circulation between sites (See Figure 1133.14: Joint Use Driveways and Cross-Access Easements). If the site intends to make use of a joint-use drive or cross access easement, the following regulations must be followed:



- (a) Property owners are required to arrange agreements with neighboring property owners prior to submittal of required permits and approvals. If joint use driveways and cross-access easements will be provided, the property owner must provide an executed agreement between the adjacent property owners.
 - (b) Joint use driveways and cross-access easements must incorporate the following:
 - (1) A travel aisle and driveway width of twenty-four (24) feet to ensure two-way travel aisles to accommodate automobiles, service vehicles and loading vehicles.
 - (2) Bump-outs and other design features to make it visually obvious that the abutting properties are tied together.
 - (3) A unified access and circulation plan for shared parking areas.
 - (c) Pursuant to this section, property owners who establish cross-access easements must record an easement allowing cross-access to and from properties served by the joint use driveways and cross-access easement.
- (Ord. 2015-10. Passed 8-25-15.)

1133.15 SINGLE-FAMILY AND TWO-FAMILY RESIDENTIAL DRIVEWAYS.

(a) For single-family and two-family dwellings, residential driveways that provide access to a garage are limited in width dependent upon the designated motor vehicle capacity of the garage in factors of twelve (12) feet per space within the garage. In the event that a driveway exceeds twenty-four (24) feet in width, the driveway is permitted to extend for a distance of twenty (20) feet from the garage doors before tapering back to the maximum driveway width of twenty-four (24) feet. For driveways extended from attached garages located twenty-five (25) feet or less from the lot line, the driveway is permitted to be width of attached garage with no tapering required on private property. The apron shall then be a maximum of twenty-four (24) feet.

(b) Driveways must be located no closer than three (3) feet from the side and rear lot line. However, a residential driveway may be shared by adjacent lots and constructed on the lot line. This shared driveway location is only allowed if agreed to by the owners of each lot. This agreement will then be filed with the County Recorder for perpetual use.

(c) Residential driveways must be surfaced with Portland cement concrete, bituminous asphalt, brick or concrete pavers placed with gaps not exceeding one quarter inch and shall be graded and drained to prevent surface water accumulation. Paving with pervious or semi-pervious materials, such as permeable pavers, porous asphalt, and porous concrete is permitted, but must be able to withstand the impact of vehicular traffic. Gravel, wood chips, and other unfinished materials are prohibited.

(d) Vehicles parked on the premises of any parcel that is residentially zoned shall be located on a designated driveway that is installed and maintained in accordance Section 1133.16(c). Parking on front or side yards is prohibited.

(Ord. 2015-10. Passed 8-25-15.)

1133.16 IMPROVEMENT AND MAINTENANCE STANDARDS.

All off-street parking and loading facilities including entrances, exits, maneuvering areas, stacking areas, public and private parking areas, including a commercial parking lot and loading spaces shall be in accordance with the following standards and specifications.

Parking Space Dimensions Full Sized Cars				
Angle of Parking (in degrees)	Minimum Width at Curb	Minimum Length from Curb	Minimum Drive Aisle Width (one- way)	Minimum Drive Aisle Width (two- way)
45	13 feet	19 feet	14 feet	18 feet
60	11 feet	20 feet	18 feet	18 feet
75	9 feet	19 feet	20 feet	20 feet
90	9 feet	19 feet	24 feet	24 feet

- (a) **Stacking Space Dimensions.** Each off-street stacking space for a drive-thru or drive-in facility shall have an area not less than 160 square feet (measuring eight (8) feet by twenty (20) feet) exclusive of access drives and parking aisles.
- (b) **Circulation Lanes.** The minimum width for a circulation lane shall be:
 - (1) Twenty-four (24) feet for 90 degrees or perpendicular parking;
 - (2) Eighteen (18) feet for 60 degrees parking one way aisles;
 - (3) Fourteen (14) feet for 45 degrees parking one way aisles.
- (c) **Paving.** All spaces, together with driveways, aprons, other circulation aisles and access sidewalks, both public and private, shall be surfaced as follows:
 - (1) **Parking lots and circulation lanes.** Concrete not less than four (4) inches in thickness, or with bituminous surface not less than three (3)

inches in thickness, consisting of one and three fourths (1 ¾) inches of compacted #301 base course and one and one fourth (1 ¼) inches of compacted #404 surface course, over a six (6) inch compacted aggregate base. Surfaces in areas designated as accessible parking and/or accessible pedestrian paths shall meet all applicable federal and state standards.

- (2) Circulation lanes for parking lots. Concrete not less than six (6) inches in thickness, or with bituminous surface not less than four (4) inches in thickness, consisting of two and one half (2 ½) inches of compacted #301 base course and one and one half (1 ½) inches of compacted #404 surface course, over a six (6) inch compacted aggregate base. Paving with semi-pervious materials (e.g. permeable pavers, porous asphalt, porous concrete) that are able to withstand vehicular traffic or other heavy-impact uses are permitted in accordance with this section. Surfaces in areas designated as accessible parking and/or accessible pedestrian paths shall meet all applicable federal and state standards.
 - (3) Aprons. Concrete not less than six (6) inches in thickness for residential aprons and concrete not less than eight (8) inches in thickness for commercial aprons.
 - (4) Driveways. Concrete not less than four (4) inches in thickness, or with bituminous surface not less than four (4) inches thick consisting of two and one half (2 ½) inches of compacted #301 binder course and one and one half (1 ½) inches of compacted #404 surface course over a four (4) inch compacted aggregate base or paving with semi-pervious materials that are able to withstand vehicular traffic or other heavy-impact uses is permitted (e.g. permeable pavers, porous asphalt, porous concrete).
 - (5) Alternative paving materials. Semi-pervious materials, such as permeable pavers, porous asphalt, and porous concrete shall permit natural percolation of water and be installed and maintained in accordance with industry and manufacturer's standards and the following:
 - (A) The manufacturer's specifications are applicable to the subject property's particular soil type and slope (gradient) so that vehicles are supported without rutting and water percolation is achieved.
 - (B) Semi-pervious parking areas must allow storm water to percolate into the ground at a rate sufficient to accommodate the five-year, 24-hour storm event.
 - (C) The City may inspect the semi-pervious parking areas as needed. If maintenance is required, the owner may be required to submit to the City documentation of the removal of visible surface sediment accumulations, and/or test results of infiltration rate through the pervious concrete and sub-grade soils system.
 - (D) For non-residential uses, if only a portion of the parking area is designated for semi-pervious materials, the area designated for semi-pervious parking shall be located at the perimeter of the parking lot, and if possible, remote or furthest removed from the principal building.
 - (6) Sidewalks, both public and private. Concrete not less than four (4) inches in thickness, and four (4) feet in width on a two (2) inch stone base.
 - (d) Drainage. All spaces, together with driveways and other circulation aisles, shall have adequate provision for underdrainage and for the disposal of storm water, so that water shall not flow onto adjoining property or adjacent sidewalks in a quantity or manner that would be detrimental thereto, or inconvenient to persons using the sidewalk.
 - (e) Curbs. A physical barrier in the way of a concrete curb, parking blocks, or asphalt rolled curb at least six (6) inches in height shall be installed and maintained along the perimeter of a parking or loading area that abuts a landscaped area. Curb inlets must be placed in order to allow water flow into the landscaped areas permitted by proper site grading.
 - (f) Marking. The location of each parking space and the location and direction of movement along the driveways providing access thereto shall be indicated by painting upon the surface, by raised directional signs, or by markers or other similar measures placed in the surfacing.
 - (g) Screening. Screening and landscaping of parking areas shall be provided pursuant to the Chapter 1131 Landscape Requirements.
 - (h) Signs. Signs shall be provided in accordance with Chapter 1129 Signage Requirements.
 - (i) Lighting. Wherever a parking lot or garage is to be used during darkness, lighting shall be installed to provide an adequate standard of illumination over the entire parking lot and access or drive aisles within the parking area. All lights shall be shielded as to minimize glare will extend to adjacent property.
 - (j) Maintenance. A parking lot or garage shall be maintained in a manner to keep it as free as practicable from dust, paper and other loose particles, and snow and ice shall be promptly removed by the operator. All adjacent sidewalks shall be kept free from dirt, ice, sleet and snow and in a safe condition for use by pedestrians. All signs, markers or any other methods used to indicate direction of traffic movement and location of parking spaces shall be maintained in a neat and legible condition. Any walls, trees and shrubbery, as well as surfacing of the parking lot or garage, shall be maintained in good condition throughout its use for parking purposes. All exposed concrete walls shall be painted or finished.
- (Ord. 2015-10. Passed 8-25-15.)

1133.17 TRAILER PARKING.

- (a) Semitrailers, hitched and unhitched, shall only be parked in Industrial zoned districts. Short-term parking is permitted in commercial and mixed-use districts to conduct business activities specific to the site, but is limited to four (4) hours.
- (b) Semitrailers not in use shall not remain on any premises for more than seventy-six (76) hours after being loaded or unloaded.
- (c) Trailers and pole-trailers when being parked in residential districts are limited to being placed on a paved area of the allowable driveway as per section 1133.15 of this section.
- (d) Outdoor parking of any inoperable or unlicensed commercial tractor is prohibited.
- (e) For the purposes of this section, "commercial tractor", "pole trailer", "semitrailer" and "trailer" shall be defined in the same manner as set forth in Chapter 301, "Definitions" of the Traffic Code. (Ord. 2015-10. Passed 8-25-15.)

1133.18 EXCEPTIONS TO OFF-STREET PARKING REQUIREMENTS IN BUSINESS DISTRICTS.

- (a) In certain business districts, parking needs are predominantly met by the existence of significant amounts of on and off-street public parking and, in some areas, large private parking areas serving multiple uses. A large number of small parking lots would be disruptive in these areas, in which safe and pleasant conditions for pedestrians are important assets. On the commercial-district parcels described below, the following exceptions to the off-street parking requirements shall apply:
 - (1) Additional parking shall not be required in the event of a new use being added within the existing footprint of an existing multi-use building.
 - (2) New uses in existing buildings with net floor areas (NFA) expanded by 25% or more of the previously existing footprint shall be required to either provide the required number of off-street parking spaces specified for the use or request that the Planning

Commission grant a special exception from the off-street parking requirement for that particular use. In such case, the Planning Commission shall not allow for a parking reduction to exceed fifty (50%) of the required parking.

(b) Each Mixed Use District, as established in Chapter 1127 Mixed Use Districts, has specific off-street parking regulations due to the unique circumstances within each district. In the event that this chapter conflicts with the regulations set forth in Chapter 1127 Mixed Use Districts, the 1127 Mixed Use Districts chapter shall override Chapter 1133 Off-street Parking and Loading Regulations. (Ord. 2015-10. Passed 8-25-15.)

* .



TO: Chairman Boyle and Members of the Planning Commission and Design Review Board
FROM: Christine Gibboney Planning & Zoning Manager
RE: Chapter 1129 Sign Code
DATE: August 19, 2026

Staff Report

A revised draft of Chapter 1129- Sign Regulations based on our last meeting with the consultant, is attached for a re-review.

The consultant noted that one area to address that we didn't have comments on is the question of allowing freestanding signs in non-residential districts.

Staff has not had the opportunity to do a deep-dive re-review, so we are recommending that we set date(s) for a few work sessions, break up the reviews into manageable sections, and go through to address any issues or outstanding questions.

We could look at 2nd and 4th Wednesdays at 5:00pm- 6pm in September/October if Wednesdays are the best days?

CHAPTER 1129 SIGN REGULATIONS

1129.01	Purpose and Intent	1
1129.02	Applicability	2
1129.03	Definitions	2
1129.04	Prohibited Signs	12
1129.05	General Standards for All Signs.....	14
1129.06	Computations and Measurements	16
1129.07	Sign Permit Required	20
1129.08	Sign Permit Exceptions	21
1129.09	Permanent Signs in Residential Districts	23
1129.10	Permanent Signs in Nonresidential Districts	25
1129.11	Temporary Signs.	36
1129.12	Special Sign Provisions and Sign Overlay Districts.....	39
1129.13	Nonconforming Signs.	40
1129.14	Maintenance and Removal of Signs.	41
1129.15	Severability.....	42

1129.01 Purpose and Intent¹

- (a) The purpose of this chapter is to promote the public health, safety, and welfare through the provision of standards for existing and proposed outdoor advertising and signs of all types. More specifically, this chapter is intended to:
- (1) Enhance and protect the physical appearance of the community;
 - (2) Promote and maintain visually attractive, high value residential, retail, commercial and industrial districts;
 - (3) Preserve the scenic and natural beauty of designated areas;
 - (4) Ensure that signs are located and designed to reduce sign distraction and confusion that may be contributing factors in traffic congestion and accidents, and maintain a safe and orderly pedestrian and vehicular environment;
 - (5) Provide review procedures that enable the City to comprehensively evaluate the appropriateness of a sign to the site, building and surroundings; and
 - (6) Prohibit all signs not expressly permitted by this chapter.
- (b) In establishing these purposes, the City has determined that signs which do not comply with these regulations (type, size, location, and limitation on the number of signs) are a public nuisance. Unregulated signs are unduly distracting to motorists and pedestrians, and thereby create a traffic hazard and reduce the effectiveness of signs needed to direct the public.
- (c) The City does not intend to infringe on the rights of free speech as protected by the First Amendment to the United States Constitution and Chapter I, §11 of the Ohio Constitution. All regulations in this chapter are to be construed, whenever possible, in favor of vigorous political debate and accommodation of the rights of persons to speak freely.

¹ This is just a slightly expanded version of the PC supported draft sign regulations from 2024.

1129.02 Applicability²

- (a) No person shall erect, place, relocate, expand, modify, maintain, or otherwise alter a sign, or cause a sign to be erected, placed, relocated, expanded, modified, maintained, or otherwise altered unless all provisions of this code have been met.
- (b) The construction, erection, safety and maintenance of all signs shall be in accordance with all applicable municipal codes. The provisions of this chapter shall not amend or in any way interfere with other codes, rules or regulations governing traffic signs within the municipality.
- (c) Unless otherwise provided, this chapter shall apply to any sign, in any zoning district, that is visible from a public right-of-way or from an adjacent property. The regulations shall apply only to signs over which the City of Huron has regulatory authority over.
- (d) Any sign legally established prior to the effective date of this chapter, and which sign is rendered nonconforming by the provisions herein, shall be subject to the nonconforming sign regulations of Section [1129.13](#).
- (e) If the type of any sign that legally existed prior to the effective date of this amendment is reclassified by this amendment, such sign shall be classified as the sign type defined in this chapter and shall be subject to the applicable standards for such sign type from the effective date of this amendment. Such reclassification shall be regardless of any variances that were approved prior to the effective date of this amendment.³

1129.03 Definitions

- (a) For the purpose of this chapter, certain words and phrases shall have the meanings respectively ascribed to them within this section. Additional terms within this chapter that are utilized throughout the Planning and Zoning Code may also be defined in Section 1141.02.
- (b) Where terms are related to measurements and calculations set out in this chapter (e.g., sign height, setbacks, sign area, etc.), such terms are defined in Section [1129.06](#).⁴

Alter (or its derivations)
Any change in a sign or related structure that changes its exterior dimensions or otherwise changes the sign's size, height, structure type, or illumination.
Animation
Changeable sign copy, including graphics, images, and text, that appears to move toward or away from the viewer, expands or contracts, bounces, rotates, spins, twists, or otherwise portrays movement or animation, including streaming, scrolling, flashing, fading, and blinking.
Awning
A shelter projecting from and supported by the exterior wall of a building, constructed of non-rigid materials on a supporting framework. See alternatively the definition of "canopy."

² This is an expanded version of Section 1129.04 from the 2024 PC supported draft.

³ This is a new provision because some terminology from the existing code that refers to the sign message or content is now being reclassified based on type and location.

⁴ Some communities like all of the images used for the definitions, but other reduce the number of examples. It is up to the city to determine how many images to include or if they want to replace certain images.

Awning Sign

A permanent, attached sign that is painted on, applied to, or otherwise is a part of a fabric or other non-structural awning, of which said awning is affixed to a structure. An awning sign is considered a “building sign.”



Figure A: Examples of awning signs.

Banner

A flexible substrate of fabric, plastic, paper, or other light, pliable material on which copy or graphics may be displayed. A banner is one type of temporary sign. This can include pennants, panels, or other similar signs. A banner may also be referred to as a banner sign.



Figure B: Example of a banner sign.

Building Sign

Any sign that is directly attached to a building or that is attached to a non-structural element, such as an awning or canopy, which is affixed to the building. For the purposes of this chapter, building signs include “wall signs,” “awning signs,” “canopy signs,” and “projecting signs.”

Building Unit

A stand-alone building or a building divided into separate units or spaces that are individually owned or leased by different enterprises, businesses, firms, or people, subject to the provisions of Section [1129.10\(b\)\(8\)](#).

Canopy

A permanent structure made of cloth, metal, or other material attached or unattached to a building for the purpose of providing shelter to patrons or automobiles, or as a decorative feature on a building wall. A canopy is not a completely enclosed structure but typically is supported by features other than the building facade (e.g., structural legs, building extensions, etc.). See also the definition of “awning.”

Canopy Sign

A sign that is attached or made an integral part of a canopy. For the purposes of this chapter, a canopy sign falls under the regulations of building signs.



Figure C: Example of a sign mounted under a canopy (left image) and above a canopy (right image)

Changeable Copy Sign

A sign designed so that the sign copy can be changed or rearranged manually or electronically (electronic message center), without altering the sign display surface. May also be known as readerboards. See also the definition of “electronic message center.”



Figure D: Example of different types of changeable copy signs. A manual changeable copy sign (readerboard) is on the left. A digital changeable copy sign (electronic message center) is on the right.

Clearance

The distance from the bottom of a sign face elevated above grade and the grade below.

Driveway Sign

A small permanent sign that is located near driveway access points and/or at the intersection of internal access drives.



Figure E: Example of a driveway sign.

Electronic Message Center

A sign designed so that the sign copy can be changed or rearranged automatically on a lamp bank or through mechanical means (e.g., electronic or digital signs). See Section [1129.05\(i\)](#).

Facade

The exterior wall on the front, side, or rear elevation of the building, regardless of whether the building side faces a street.

Facade, Primary

For the purposes of the sign regulations, a primary facade shall be as defined in Section [1129.10\(b\)\(7\)](#).

Facade, Secondary

For the purposes of the sign regulations, a secondary facade shall be as defined in Section [1129.10\(b\)\(7\)](#).

Feather Sign

A temporary sign that is constructed of cloth, canvas, plastic fabric, or similar lightweight, non-rigid material and that is supported by a single vertical pole mounted into the ground or on a portable structure. Such a sign may take the shape of a feather, a tear drop, or any other shape. Signs similar to feather signs that contain two or more supporting poles or posts shall be considered a temporary “yard sign.”



Figure F: Example of a feather sign.

Freestanding Sign

Any sign affixed to or supported upon the ground by a monument, pedestal, pole, bracing, or other permanent structural element and not attached to any building. See definitions of “monument sign,” “pole sign,” and “post and arm sign.”

Frontage

The length of a property line of any one premises abutting and parallel to a private or public street.

Illuminated Sign

Any sign that has characters, letters, figures, designs, or outlines illuminated externally or internally by any light source other than non-reflected natural daylight.

Lot Line

For the purposes of this chapter, the term is interchangeable with the term property line.

Monument Sign

A permanent freestanding sign, not attached to a building, that is placed upon or supported by the ground independently of any other structure. A monument sign, unlike a pole sign or post and arm sign, is placed on a monument or pedestal structure constructed of finished material such as brick, stone, or wood, similar to the those illustrated in [Figure G](#), below.



Figure G: The above image provides an example of two monument signs.

Nonconforming Sign

Any sign that was erected legally prior to the adoption of this ordinance, or amendment thereto, but which does not comply with subsequently enacted sign restrictions and regulations, or a sign which does not conform to the regulations of this chapter.

Off-Premise or Off-Premise Sign

A sign that identifies or advertises a business, person, or activity on a different premises or lot as the business, person, or activity to which the sign advertises. The term “off-premise” may be used to all define another specific sign type (e.g., off-premise banner sign or off-premise wall sign, etc.) to describe if such specific sign type may or may not be an off-premise sign.

On-Premise or On-Premise Sign

A sign that identifies or advertises a business, person, or activity, and is installed and maintained on the same premises or lot as the business, person, or activity to which it advertises. The term “on-premise” may be used to all define another specific sign type (e.g., on-premise banner sign or on-premise wall sign, etc.) to describe if such specific sign type may or may not be an on-premise sign.

Permanent Sign

A sign permitted by this ordinance to be located on the premises and designed to be permanently attached to a structure or the ground. Such signs are typically constructed of rigid, non-flexible materials or may be constructed of durable fabric or similar materials if intended to be attached to a permanent structure (e.g., an awning sign made of fabric) and which is not specifically defined as a temporary sign.

Pole Sign

A permanent freestanding sign that is supported from below by poles, posts, or other structural members, regardless of material or dimension, where the sign does not otherwise meet the definition of a “monument sign” or a “post and arm sign.”



Figure H: The above image provides an example of a pole sign.

Portable Sign

Any sign not attached to a building or the ground that is designed to be movable or relocatable, or signs designed so they can be transported utilizing wheels or other means. This definition shall not include “sidewalk sign” or other defined temporary sign types.



Figure I: The above image provides an example of a portable sign that is not a sidewalk sign or temporary sign otherwise allowed by this chapter.

Post and Arm Sign

A permanent freestanding sign that is supported by a single pole or post with a support arm that allows the sign copy to hang from the arm.



Figure J: The above image provides an example of a post and arm sign.

Projecting Sign

A permanent sign that is affixed perpendicular to a building or wall and extends more than 12 inches beyond the face of such building or wall.



Figure K: Several examples of projecting signs.

Roof Sign

Any sign or part of a sign erected upon, against, or directly above a roof or on top of or above the parapet or cornice of a building.



Figure L: Example of a roof sign.

Sidewalk Sign

A temporary sign that may be placed on a private sidewalk/walkway, during business hours in accordance with this chapter, and which may include an “A-frame sign” or a “T-frame sign” as defined below:

- A-Frame Sign means a detached temporary sign that is ordinarily in the shape of an “A” or some variation thereof, which is readily movable, and is not permanently attached to the ground or any structure.
- T-Frame Sign means a detached temporary sign that is ordinarily in the shape of an upside-down “T” or some variation thereof, which is readily movable, and is not permanently attached to the ground or any structure.



Figure M: The above image provides an example of a T-frame sidewalk sign (foreground) and two A-frame sidewalk signs (background).

Sign

Any object, device, display or structure or part thereof situated outdoors or adjacent to the interior of a window or doorway which is used to advertise, identify, display, direct or attract attention to an object, person, institution, organization, business, product, service, event or location by any means including words, letters, pictures, logos, figures, designs, symbols, fixtures, colors, illumination or projected images.

Sign Area

The entire display area of a sign that includes the message and sign copy surface located on one or more sign faces and any framing, trim, and molding, but not including the supporting structure as measured pursuant to Section [1129.06\(c\)](#).

Sign Copy

Those letters, numerals, and figures, symbols, logos, and graphic elements comprising the content or message of a sign.

Sign Face

The surface of the sign upon, against, or through which the message of the sign is exhibited.

Sign Height

The vertical distance of a sign, from top to bottom, as measured in accordance with Section [1129.06\(b\)](#).

Static/Instant Message Change

On electronic message centers, a static or instant message change is when one message changes to another message instantly without scrolling, flashing, or other movement of the message.

Mural

A sign that is temporarily or permanently attached to a side or rear facade that covers a substantial area of the facade and that is not classified as any other form of building sign.

Temporary Sign

A sign that is neither permanently anchored to the ground, nor permanently affixed to a structure, nor mounted on a chassis, and/or is intended for a limited period of display. See definitions for “banner,” “feather sign,” “yard sign,” “sidewalk sign,” and “window sign.”

Wall Sign

A permanent sign attached directly to an exterior wall of a building and which does not extend more than a certain distance from the facade, as established in this chapter, nor above the roof line or beyond the limits of the outside wall. The exposed face of the sign is on a plane parallel to the building wall.



Figure N: An example of a wall sign.

Window Sign

A sign painted on or attached to a window or the glass paneling of any door, window, or other opening.



Figure O: An example of a window sign permanently attached to glass panels in a door (left) and a window sign mounted internally, within three feet of the window (right).

Yard Sign

Any temporary sign placed on the ground or attached to a supporting structure, posts, or poles that is not attached to any building.



Figure P: An example of a temporary yard signs.

1129.04 Prohibited Signs⁵

The following types of signs are specifically prohibited within the City of Huron:

- (a) Any sign that copies or imitates a sign installed by any governmental agency or purports to have been authorized by the City of Huron or other governmental agency;
- (b) Signs erected so as to obstruct sight lines along any public right-of-way, including railroads, or visibility of traffic control lights, street name signs at intersections, or signals at railroad grade crossings;
- (c) Signs that interfere with, obstruct the view of, or are similar in appearance to any authorized traffic sign, signal, or device because of its position, shape, use of words, or color;

⁵ This is an expansion of Section 129.06 of the 2024 PC Supported Draft. We have eliminated the reference to signs that no longer advertise an active business because most communities do not require the removal of a conforming sign with a closed business. If you want to enforce that, then you can address it as an off-premises sign.

-
- (d) Window signs for residential uses are prohibited with the exception that temporary signs may be placed in windows in accordance with Section [1129.11](#).
 - (e) Signs placed in the right-of-way unless expressly allowed by Section [1129.05\(g\)](#);
 - (f) Signs that constitute a hazard to safety or health by reason of inadequate or inappropriate design, construction, repair, or maintenance, as determined by the City Manager, or their designee;
 - (g) Signs that employ parts or elements which revolve, rotate, whirl, spin, or otherwise make use of motion to attract attention, including signs that are manually rotated, spun, etc. by a person. This shall not include electronic message centers as allowed in this chapter;
 - (h) Signs with moving or flashing lights except for changeable copy signs as allowed in this chapter;
 - (i) Beacons and searchlights, except for emergency purposes;
 - (j) Windblown devices, pennants, streamers, and similar signs, except for flags and feather signs as allowed in this chapter, that are designed to move by atmospheric, mechanical, electrical, or other means, whether containing words or numerals or containing no message;
 - (k) Air-activated graphics;
 - (l) Balloon signs;
 - (m) Roof signs;
 - (n) Signs that emit sounds except for signs allowed as part of permitted drive-through facilities (See Section [1129.10\(c\)](#).);
 - (o) Signs that are applied or mounted to any unapproved supporting structure including, but not limited to, trees, bus shelters, utility poles, benches, trash receptacles, newspaper vending machines or boxes, or otherwise placed in the public right-of-way except as otherwise specifically provided for in this code;
 - (p) Signs that obstruct or substantially interfere with any window, door, fire escape, stairway, ladder, or opening intended to provide light, air, ingress, or egress to any building;
 - (q) Signs which are not securely affixed to the ground or otherwise affixed in a permanent manner to an approved supporting structure unless specifically permitted as a temporary sign;
 - (r) Portable signs;
 - (s) Permanent freestanding signs on a vacant lot;⁶
 - (t) Signs with exposed light bulbs or strings of lights not permanently attached to a rigid and permanent background;
 - (u) Signs placed on any surface located on public property or on, over, upon or across any public street or right of way, unless expressly allowed by this chapter;
 - (v) Vehicle signs viewed from a public road with the primary purpose of providing signage not otherwise allowed by this chapter. Vehicle signs include those attached to, placed on, or placed in a vehicle or trailer. This does not apply to a vehicle parked at a driver's residence; and
 - (w) Any sign not specifically allowed by this chapter.

⁶ This will prevent billboards without having to call out whether they are on-premise or off-premise signs. There is nowhere that signs the size of billboards would be allowed regardless. Existing billboards will be considered legal nonconforming signs.

1129.05 General Standards for All Signs⁷

In addition to ensuring compliance with the numerical standards of these regulations, all signs regulated by this chapter shall be subject to the following standards unless explicitly stated:

- (a) Signs, as permitted in the various zoning districts, shall be professionally designed, constructed and installed.
- (b) Signs shall be constructed of materials which are of appropriate quality and durability and which are compatible with the materials of the building upon which such signs are placed.
- (c) The construction, erection and maintenance of all signs shall be in compliance with the Building Code and all other applicable municipal standards and regulations.
- (d) **Construction Standards**
 - (1) The construction, erection, safety and maintenance of signs shall comply with all building and electrical codes adopted by the City, and the Ohio Revised Code.
 - (2) All signs shall be rigidly secured and no sign shall swing from a bar, crane, awing or other sign. No part of any sign shall be revolving, oscillating or otherwise designed to move to attract attention.
 - (3) All freestanding signs shall have self-supporting structures erected on or permanently attached to concrete foundations.
- (e) **Veridical Clearance Requirements**
 - (1) The lowest member of all signs which are supported or suspended from a building shall have a clearance of not less than eight feet⁸ between the finished grade of a sidewalk or other pedestrian way and the bottom most portion of the sign. If located over a pavement used for vehicular traffic or within 18 inches of the vertical projection of the edges of such pavement, the lowest member of the sign shall not be less 15 feet above the finished pavement.
 - (2) Signs shall be located in such a way as to maintain horizontal and vertical clearance of all overhead electrical conductors in accordance with National Electrical Code specifications, depending on voltages concerned. However, in no case shall a sign be installed closer than 12 inches horizontally or vertically from any conductor or public utility guy wire.
- (f) **Sight Visibility Clearance⁹**
 - (1) In order to provide a clear view to the motorist there shall be a triangular area of clear visibility that is free of any visual obstructions where there is an intersection of two or more streets and/or where a driveway in a nonresidential zoning district intersects with a street.

⁷ This is a revised version of information in the 2024 PC Supported Draft, but there was no assigned section number. Some of the language has been removed because it just duplicated language about the types of signs that are prohibited. Almost all of Section 1129.11 of the PC Supported draft has been removed because it contained vague design guidelines for signs that would be challenging to enforce without very specific standards. However, some language was maintained, just in appropriate sections of this draft.

⁸ The 2024 PC Supported Draft had a minimum clearance of 10 feet above ground level. We are suggesting a more common approach of eight feet above a sidewalk/pedestrian area and 15 feet above vehicular areas. The language in the MU Districts allowed for it to have a clearance of six feet if above a landscaped area that does not permit pedestrian or vehicular traffic, but we suggest eliminating that caveat and keep eight feet as the bare minimum.

⁹ This is an expansion of the language in the 2024 PC Supported Draft. An image will have to be added to reflect the specific requirements. However, the city may want to consider making this a universal provision somewhere else in the code since it applies to more than signs.

- (2) The triangular areas shall be defined by measuring 20 feet from the intersection of the edge of the pavement of the front and side street (or driveway) and connecting the lines across the property. See [Figure Q](#).

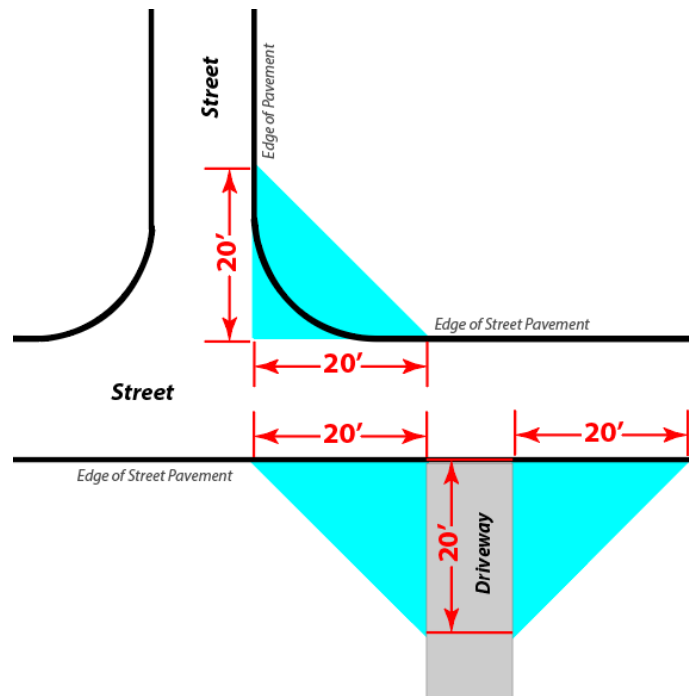


Figure Q: Illustration of triangular areas (blue areas) that are not to be obstructed by signs to maintain clear visibility for motorists,

(g) Signs in Rights-of-Way

- (1) Signs shall be prohibited in the right-of-way with the exception of:
- A. Signs installed by the City of Huron, Erie County, State of Ohio, or United States, including local and regional transit agencies;
 - B. Permanent freestanding signs at entrances if approved in accordance with Section [1129.09\(b\)](#) and where a homeowners' or property owners' association agreement or covenants provide for the maintenance of the sign;
 - C. Certain building and temporary signs authorized to be located in the right-of-way by this chapter, where such placement shall not block safe pedestrian or vehicle traffic; or
 - D. Any warning signs or traffic safety signs required by public utility providers.
- (2) The City Manager, or their designee, may remove or cause to be removed any unlawful sign in the public right-of-way.

(h) Illumination

- (1) No sign shall incorporate movement or the illusion of movement. Any illuminated sign or lighting device shall employ only light emitting a light of constant intensity, and no sign shall be illuminated by or contain flashing, intermittent, rotating or moving lights, or incorporate reflective materials which imitate or create the illusion of flashing or moving lights.
- (2) In no event shall an illuminated sign or lighting device be placed or directed so as to permit the beams and illumination therefrom to be directed or beamed upon a public thoroughfare, highway, sidewalk or adjacent premises so as to cause glare or reflection that may constitute a traffic hazard or other nuisance.

-
- (3) Signs shall not be lighted in a manner which obstructs traffic control or any other public signs.
 - (4) Externally illuminated signs, whether the lighting is mounted above or below the sign face or panel, shall have lighting fixtures or luminaires that are fully shielded.

(i) Changeable Copy and Electronic Message Center Signs

Changeable copy signs, including electronic message centers, shall be permitted subject to the following conditions and any other applicable regulations as established in this chapter:

- (1) The total changeable copy area shall be included as part of the total sign area allowed and constructed.
- (2) Changeable copy signs are only permitted to be a part of allowed freestanding signs.
- (3) Manual changeable copy signs and electronic message centers are allowed in accordance with all applicable standards of this chapter.
- (4) The maximum area of a changeable copy sign¹⁰ shall be as established in this code, based on the individual zoning district and may only be allowed as part of a freestanding area.
- (5) Where electronic message centers are allowed, they shall be subject to the following standards:
 - A. Electronic message centers may only be permitted to be in use from 6:00 am until 10:00 pm.
 - B. All electronic message centers shall be set back a minimum of 125 feet from a residential dwelling unit.¹¹
 - C. Any message changes shall be a static, instant message change.
 - D. Messages can only change once every ten seconds.¹²
 - E. The transition time between messages shall be less than one second.
 - F. All electronic message centers shall contain a default mechanism that will cause the sign to revert immediately to a black screen if the sign malfunctions.
 - G. The electronic message center shall come equipped with an automatic dimming photocell, which automatically adjusts the display's brightness based on ambient light conditions.
 - H. Illumination shall not exceed 0.3 footcandles over ambient lighting conditions when measured at 50 feet in any direction from an electronic message center sign.

1129.06 Computations and Measurements¹³

(a) Sign Setback

All required setbacks for signs shall be measured as the distance in feet from the applicable lot line closest to the sign, to the nearest point on the sign structure.

¹⁰ The 2024 PC Supported draft has conflicting language on the amount. In one place, it says a maximum of 30%, in another, more is allowed. We try to clarify this later in the freestanding sign language.

¹¹ This is a new requirement many communities are incorporating to minimize light impact on nearby homes.

¹² This section was amended based on discussions with the boards. The current draft only allows changes four times a day.

¹³ This is Section 1129.08 of the 2024 PC supported draft carried forward with images and some minor clarifications and enhancements.

(b) Sign Height

- (1) The height of a sign shall be computed as the distance from the base of the sign at normal grade (average grade at the base of the sign) to the top of the highest attached component of the sign. Normal grade shall be construed to be the newly established grade after construction, exclusive of any filling, berming, mounding, or excavating solely undertaken for the purpose of locating or increasing the height of sign.
- (2) The filling of a hole or depression to create an average grade the same level as that surrounding the hole or depression is permitted, provided such filling is allowed by other ordinances.
- (3) In cases where the normal grade is below grade at street level, sign height shall be computed on the assumption that the elevation of the normal grade at the base of the sign is equal to the elevation of the nearest point of the crown of a public or private street. See [Figure R](#).¹⁴

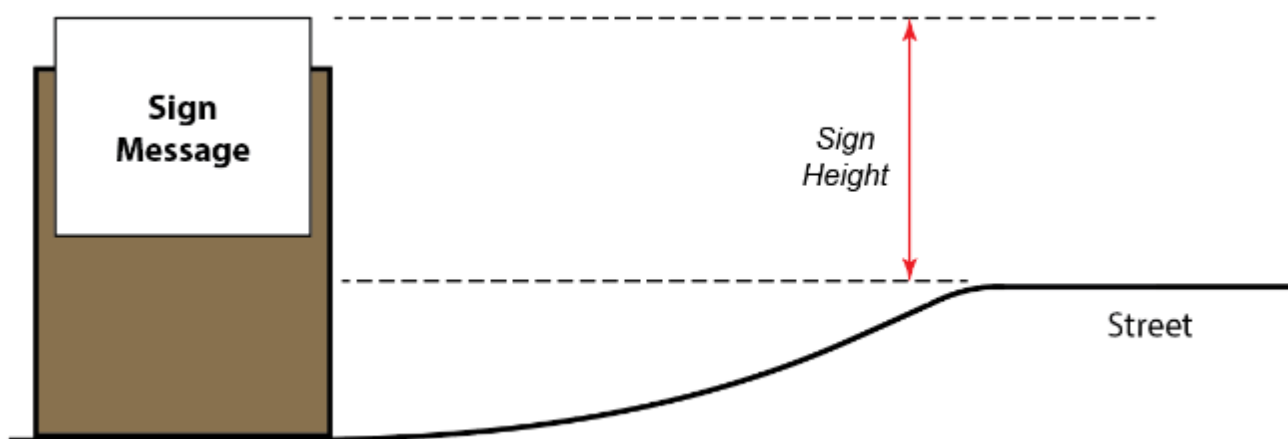


Figure R: Illustration of the measurement of sign height when the grade at the bottom of the sign is below the grade of the adjacent street.

(c) Sign Area

The surface of a sign to be included when computing maximum allowable square footage of sign area shall be calculated as established in this section. For the purposes of calculating sign area, the following regular geometric shapes may be used: circle, ellipse, triangle, square, rectangle, trapezoid, pentagon, or hexagon.

- (1) The calculation of sign area shall not include any supporting framework, bracing or decorative fence or wall unless such structural support is determined to constitute an integral part of the sign design by means of text, graphics, or other message, as determined by the City Manager, or their designee,. See [Figure S](#).
- (2) For sign copy mounted on, painted on, or similarly attached to a background panel or cabinet, the sign area shall be computed by means of the smallest permitted geometric shape, or combination of permitted geometric shapes¹⁵, that encompasses the extreme limits of the background panel or cabinet. See [Figure T](#) and [Figure U](#).

¹⁴ This is a new provision that may be useful in a handful of cases due to unique topography compared to streets.

¹⁵ The 2024 PC supported drafted only allowed the use of one geometric shape. The updated approach will allow the use of a combination of shapes to accommodate more creative sign designs because it gives the sign designers more flexibility without truly increasing the amount of signage allowed.

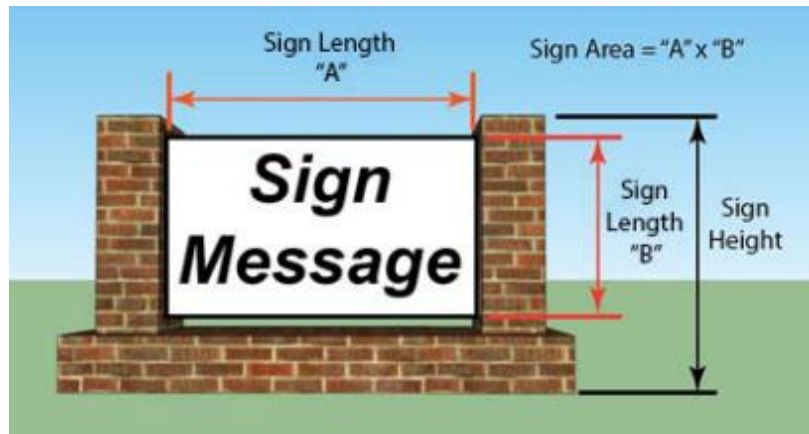


Figure S: Illustration of sign area calculation for a freestanding sign¹⁶ with a copy on a distinct, rectangular cabinet. The brick structural support is not included in the sign area calculation.



Figure T: Illustration of computing the sign area for wall signs with a background panel or cabinet.

- (3) For sign copy that is painted on a surface or where individual letters or sign elements are mounted on a building façade or window where there is no clearly established background panel, cabinet or surface distinctively painted, textured, lighted or constructed to serve as the background for the sign copy, the sign area shall be computed by means of the smallest permitted geometric shape, or combination of permitted geometric shapes, that encloses all the letters or elements associated with the sign. See [Figure U](#).

¹⁶ We have changed the term from “ground sign” to “freestanding sign,” because ground sign generally implies monument sign, but by definition, the city does allow pole signs. Later in this draft, there are discussions of where you may want to prohibit pole signs.

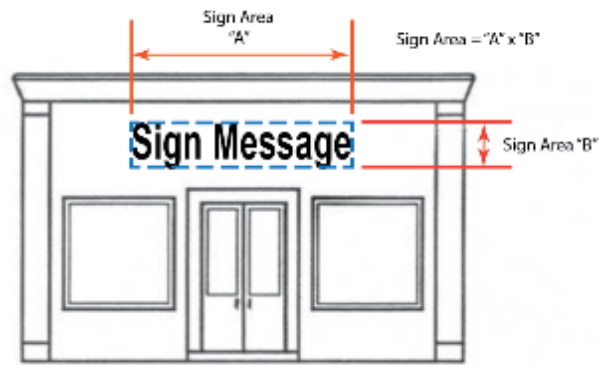


Figure U: Illustration of sign area calculation for wall signs with individual letters.

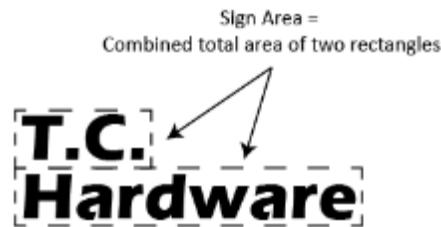


Figure V: Illustration of how two geometric shapes (rectangles) are used in combination to determine the sign area when the sign copy is within two feet of one another.

- (4) In cases where there are multiple sign elements of sign copy on the same surface, any areas of sign copy that are within two feet of one another shall be calculated as a single sign area that shall be computed by means of the area that encloses all sign copy within two feet of one another, otherwise the sign area shall be computed for each separate piece of sign copy. See [Figure W](#).

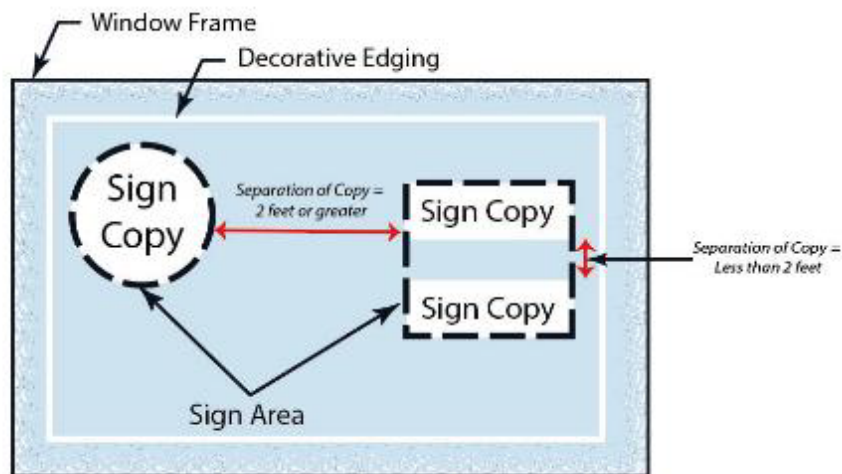


Figure W: Illustration of sign area calculations for multiple sign areas on a window sign.

- (5) Decorative edging or other window treatments that are not an integral part of the sign copy shall not be considered a part of the sign for the purposes of this chapter. See [Figure W](#).

-
- (6) A sign may contain a maximum of two sign faces that are either mounted back-to-back or at an angle of less than 45 degrees. In such cases, the sign area shall be calculated based on the size of one sign face. If the two faces are unequal, the sign area shall be calculated based on the larger of the two sign faces.
 - (7) If two faces of a sign are mounted at an angle of 45 degrees or more, then the sign area shall be calculated as the total sign area of both sign faces combined.
 - (8) In the case of a three-dimensional sign (any sign with more than two faces or that has a physical shape where two sign faces are not mounted flat, back-to-back), then the sign area shall be calculated by the smallest permitted shape that encompasses the profile of the sign message. The profile used shall be the largest area of the sign message visible from any one point.

1129.07 Sign Permit Required¹⁷

- (a) To ensure compliance with these regulations, a sign permit shall be required to be issued for all signs and sign components subject to this chapter unless specifically exempted in this chapter.
- (b) A complete application for a sign permit must be submitted prior to consideration and review. A complete application for a sign permit shall consist of the information required in the checklist associated with the sign permit application¹⁸ and the plan review fee. No review of a sign permit application shall take place until all required supporting documents the plan review fee are submitted.¹⁹
- (c) If a design review is required by Chapter 1141 of the City of Huron Planning and Zoning Code, such review must be approved prior to a decision on the related sign permit application.
- (d) The sign permit issued pursuant hereto shall be valid so long as the owner complies with the terms and conditions of this Planning and Zoning Code, or any amendment thereto.
- (e) Both the plan review fee and the sign permit fee (See the review procedure below.) shall be as established by City Council in the most recently adopted fee schedule.

(f) Review Procedure

- (1) The City Manager, or their designee, may distribute the application to other staff members and other City departments to solicit comment on the sign permit application.
- (2) Within 30 days after the application is determined to be complete, or an extended timeframe approved by the applicant, the City Manager, or their designee, shall make a decision on the sign permit application. In making its decision, the City Manager, or their designee, may approve or deny the application. The City Manager, or their designee, may also approve with modifications or supplementary conditions necessary to ensure the proposed activity will be in full compliance with this code.
- (3) Prior to making a decision, the City Manager, or their designee, shall have the authority to provide comments to the applicant regarding necessary revisions to bring the application into full compliance.
- (4) The City Manager, or their designee, shall act within 30 days from the date the application is determined to be complete, or an extended period as may be agreed upon by the City Manager, or their designee, and applicant.

¹⁷ This is drawn from Section 1129.05 of the 2024 PC supported draft. However, one of the biggest changes is that we have removed the required Planning Commission review to allow for staff to administratively approve permits.

¹⁸ I recommend removing the current list of requirements from the code and just attaching them to the permit application as a checklist to make it easier to update the submittal list.

¹⁹ This will allow for an extended review if the applicant does not provide all information up front.

-
- (5) Where revisions are necessary for approval, the application shall not be deemed formally approved until the applicant makes all of the appropriate changes and submits all necessary revised forms, maps, and documents to the City Manager, or their designee.
 - (6) Where a sign permit application is approved, the applicant shall be required to submit a sign permit fee following the application approval in order to receive the endorsed sign permit. No action may be taken on the installation, modification, or other activity related to the sign without the issuance of an endorsed sign permit.
 - (7) When the City Manager, or their designee, denies an application, the City Manager, or their designee, shall inform the applicant of the reason for the denial, including the regulations which would be violated by the proposed use or development.
 - (g) The sign permit shall expire one year after the date of issuance. All work must be completed before this expiration. One, six-month extension may be authorized by the City Manager, or their designee, for just cause. Once a sign permit approval expires, no additional work shall be continued until a new sign permit has been issued in accordance with this chapter.
 - (h) The City Manager, or their designee, shall have, and is hereby granted, the authority to revoke any sign permit granted hereunder, and is granted the authority to order any sign maintained in violation of any provision of this section to be altered, repaired, changed, reconstructed, demolished, or removed as may be necessary to conform hereto. Such work or act shall be completed within 10 calendar days of the date of such order.²⁰
 - (i) **Inspection and Enforcement**²¹
 - (1) The City Manager, or their designee, shall have the authority to inspect signs and enforce the provisions of this chapter in accordance with Section 1139.03.
 - (2) The City Manager, or their designee, may order removal of any sign that is not maintained in accordance with the provisions of this chapter.

1129.08 Sign Permit Exceptions²²

The following signs are subject to the requirements of this chapter but do not require a sign permit or related fees. Permit-exempt signs may still be subject to additional reviews including review under the building code or other applicable code requirements.

- (a) Signs and/or notices issued by any court, officer or other person in performance of a public duty. Any such sign shall be removed no later than three days after the last day it is required to be displayed;
- (b) Signs that are an integral part of the original construction of vending or similar machines, fuel pumps, automated teller machines, drive-through signage, or similar devices that are not of a size or design as to be visible from a street or by any person other than those using the machine or device;
- (c) Any sign that is located completely inside a building that is not visible from the exterior of the building;

²⁰ FOLLOW-UP We need to make sure all the timing of any enforcement provisions are similar in nature, with the exception of imminent safety concerns.

²¹ This is new for the city's consideration to authorize inspections. We may also cross-reference another part of the planning and zoning code. This is an expansion of the language that is marked as inspection-related now, which only addresses unsafe signs.

²² This is an expanded version of Section 1129.07 of the PC supported draft, moved up to be part of the overall sign permit/exemption discussion.

-
- (d) Signs that are located within a stadium, open-air theater, park, arena or other outdoor use that are not visible from a public right-of-way or adjacent property, and can be viewed only by persons within such stadium, open-air theater, park, arena or other outdoor use;
 - (e) Sign face changes (e.g., repainting with a new message, sign panel change, etc.) where there is no change to the sign cabinet, total sign face area, sign height, or other changes to the sign structure;
 - (f) Temporary signs with the exception of those identified in Section [1129.11\(d\)](#).
 - (g) A single wall sign placed on the facade of an individual dwelling unit that is not illuminated and does not exceed two square feet in area.
 - (h) Signs that are an integral part of the historic character of a structure that has been designated an official landmark or historic structure by any agency or body of the governments of the United States, State of Ohio, Erie County or City of Huron;
 - (i) Freestanding signs and markings located completely within the interior of a lot used for a cemetery where such signs are not designed to be visible from a public street;
 - (j) Any signs located on umbrellas, seating or similar patio furniture provided they are located outside of the right-of-way and comply with any other applicable standards of this chapter;
 - (k) Any sign on a truck, bus or other vehicle that is used in the normal course of a business (e.g., deliveries or fleet vehicles for contractors) for transportation (See also Paragraph [1129.04\(v\)](#)), or signage required by the State or Federal government;
 - (l) Signs installed or required by a governmental agency including the City of Huron, Erie County, State of Ohio and United States, including local and regional transit agencies;²³
 - (m) Any warning signs or traffic safety signs required by public utility providers;
 - (n) Hand-held signs not set on or affixed to the ground;
 - (o) Any address numbers required by applicable building and fire codes;
 - (p) Changes of copy on changeable copy signs, including electronic message centers;
 - (q) Any signs without a commercial message, including illuminated signs, or related decorations erected in observance of religious, national or state holidays which are not intended to be permanent in nature and which contain no advertising material;
 - (r) General maintenance, painting, repainting, cleaning and other normal maintenance and repair of a sign or any sign structure unless a structural change is made, including changes to the sign dimensions; and
 - (s) **Flags²⁴**

No more than four flags located on flagpoles or on wall-mounted posts are permitted provided the following shall apply:

 - (1) The maximum height of flag poles shall not exceed 30 feet with a maximum sign area of 40 square feet for any individual flag attached to the pole.
 - (2) The maximum projection for wall-mounted flag post is six feet and a maximum sign area of 15 square feet per flag.
 - (3) No more than one flag pole per lot in a residential zoning district.

²³ This would allow for the City to install its normal signage such a traffic or safety signs since it is for the greater public benefit.

²⁴ Flags are a form of a message that most communities want to accommodate. Following discussion with the Planning Commission, the provided numbers were acceptable with the exception that for nonresidential districts, the Commission recommended a number based on the frontage. This amount is based on checking typical lots sizes across all nonresidential districts, including downtown.

-
- (4) Each lot in a nonresidential zoning district is permitted one flag pole, plus one additional flag pole for every 100 feet of street frontage in excess of an initial 100 feet of street frontage.
 - (5) Flag poles may require a building permit.

1129.09 Permanent Signs in Residential Districts²⁵

The following provisions apply to permanent signs in the R-1, R-1A, R-2, and R-3 Districts:

(a) Signs for Nonresidential Uses in Residential Districts²⁶

- (1) Nonresidential uses allowed in residential districts shall be permitted to have freestanding and building²⁷ signs in accordance with the signage allowance and requirements of those allowed in the B-1 District.
- (2) Freestanding signs may contain an electronic message center if approved through the conditional use permit process. In such cases, the electronic message center shall not exceed 50 percent of the total sign area and shall comply with Section [1129.05\(i\)](#).²⁸
- (3) Nonresidential uses allowed in residential districts shall also be permitted to have driveway signs in accordance with Section [1129.10\(d\)](#).

(b) Entrance or Development Signs

Permanent wall signs or permanent freestanding signs may be permitted for any subdivision or multi-family dwelling development that contain 10 or more dwelling units or lots, provided that the signs meet the following requirements:

(1) General Standards

- A. For subdivisions or multi-family dwellings with 10 to 25 dwelling units or lots, only one permanent wall sign²⁹ or one permanent freestanding sign is permitted for the entire development in accordance with this section. The sign shall have a maximum sign area of 15 square feet.
- B. For subdivisions or multi-family dwellings with 25 or more dwelling units or lots, a maximum of two permanent wall signs or one permanent freestanding signs are allowed at each entrance to the subdivision or development from a collector or arterial street, as determined by the City Manager, or their designee,. No more than two freestanding signs shall be permitted for any subdivision or development.
- C. The maximum sign area of each sign shall be 32 square feet.³⁰
- D. The signage shall be an on-premise sign with the entire subdivision or lot counting as the premises.

²⁵ We have reorganized the text to outline the allowable signage based on district type to eliminate the need for the large and complex sign table in the 2024 PC Supported Draft.

²⁶ This section was added to better accommodate signage at schools, churches, etc.

²⁷ The 2024 PC Supported draft had language that stated that buildings signs are not allowed in residential districts, but most schools and churches have building signs, so we have clarified that they are allowed.

²⁸ After discussion with staff, we are proposing allowing some limited digital signage for nonresidential uses (e.g., schools, parks, etc.) in residential districts if approved as a conditional use.

²⁹ The provision for signs has been expanded to allow for wall signs attached to architectural features or fences as an alternative to freestanding signs.

³⁰ This draft shows allowing signs larger than 15 square feet (in the 2024 draft) for larger development, as those are very small signs. The 15 square foot signs are likely appropriate for small developments.

-
- E. If the sign is to be illuminated, it shall only be illuminated through an external light source.
 - F. The establishment of wall or freestanding signs for a subdivision that was platted before the effective date of this chapter may be permitted only if a homeowners' association, or similar property owners' association, is in place to pay for installation and the maintenance of such signs. Any such sign shall be required to comply with this chapter.

(2) Freestanding Sign

- A. A freestanding sign may include a monument sign, pole sign, or a post and arm sign³¹.
- B. No such sign or any portion of the structure shall exceed five feet in height.
- C. The freestanding sign shall be set back a minimum of five feet from all lot lines and rights-of-way.
- D. The freestanding sign may be located on the center island of a boulevard entrance on a private street subject to the following additional standards:
 - 1. Sign faces must be back-to-back (i.e., no sign faces at an angle to one another).
 - 2. The sign shall not be located in a public right-of-way and shall still be subject to the visibility requirements of Section [1129.05\(f\)](#).
 - 3. Sign placement for a new development, must be approved by the appropriate review body during the platting process or development plan process, whichever includes the details of the sign placement, to ensure safety and visibility at the sign location.³²
- E. If an applicant proposes to use a freestanding sign, no wall signs, as allowed in Section [1129.09\(b\)\(3\)](#) below shall be permitted.

(3) Wall Signs on Entry Fences, Walls, or Features³³

- A. The signs shall be mounted to a decorative wall, fence, or architectural feature adjacent to the entrance street.
- B. The placement of wall signs on architectural features for a new development shall only be permitted by the appropriate review body during the platting process or development plan review, whichever includes the details of the sign place, to ensure safety and visibility at the sign location. See [Figure X](#).

³¹ We have added post and arm sign types, because they are popular in downtowns and compact areas. Are you okay with these sign types?

³² This is also a new provision.

³³ New provision added to accommodate entrance fence/wall signs or signs on architectural features.



Figure X: Example of an architectural feature at the entrance of a subdivision.

- C. The fence, wall, or architectural feature on which the sign is mounted shall be subject to the applicable setbacks for such structures. The wall signs shall be mounted flush to the structure. If an applicant proposes to use wall signs, no freestanding sign, as allowed in Section [1129.09\(b\)\(2\)](#) above, shall be permitted.

1129.10 Permanent Signs in Nonresidential Districts³⁴

The following provisions shall apply to permanent signs in the MU-RFD, MU-CD, MU-GD, B-1, B-2, B-3, Green/Recreation, I-1, I-2, P-1, and the Sign Overlay Districts

(a) Freestanding Signs

All freestanding signs in nonresidential zoning districts shall meet the following requirements:

- (1) Only one freestanding sign shall be permitted on each lot, unless otherwise specifically stated.
- (2) Pole signs are prohibited in the B-2 District. Only post-and-arm signs and monument signs are permitted in the B-2 District.³⁵
- (3) The standards for freestanding sign area, height, and setbacks shall be as established in [Table 1](#).

³⁴ This section replaces the existing Section 1165.06 and 1165.07.

³⁵ After discussions with the Planning Commission, it was decided to recommend the prohibition of pole signs in downtown. As a note, pole signs are prohibited in the Mixed-Use Districts.

Table 1: Freestanding Sign Standards

Zoning Districts	Maximum Sign Area (Square Feet)	Maximum Height (Feet)	Minimum Setback from Right-of-Way (Feet)	Minimum Setback from All Other Lot Lines (Feet)
MU-RFD, MU-CD, and MU-GD	15 ³⁶	5 ³⁷	5	5
B-1 and B-2	25 for 1 building unit on lot or ³⁸ 50 for 2+ building units on lot	5	0	5
B-3	75	10	5	10
Green/Recreation	40	5	5	10
I-1 and I-2	50 for 1 building unit on lot or 100 for 2+ building units on lot	10	5	30
P-1	25	5	5	30
State Route 2 Corridor Sign Overlay District	1 building unit on lot-80	20		40 ³⁹
	2 to 4 building units on lot-150	25		40
	5 to 7 building units on lot-180	30		50
	8 or more building units on lot- 200	35		50

- (4) For lots that exceed 10 acres in lot area or that have over 600 feet of lot width⁴⁰, one additional freestanding sign shall be permitted in accordance with this section provided the two signs are separate by 200 feet.
- (5) For the purposes of measuring lot width for this section on freestanding signs, the lot width shall be measured along a straight line that runs parallel with the street frontage at the widest point of the lot. This measurement shall be regardless of the presence of driveway entrances to the lot or the presence of smaller outlots in front of the applicable lot. See [Figure Y.](#)⁴¹

³⁶ DISCUSSION – So you can have more signage in the B-2 then these mixed-use districts?

³⁷ DISCUSSION – Staff and the consultant have discussed sign heights. These were the heights proposed in the 2024 PC Supported Draft, but are considerably shorter than most signs in the districts, and are generally very short in general. There should be additional discussion about appropriate sign heights for each district.

³⁸ DISCUSSION – This is punishing large single-tenant uses that may be on large lots versus what could be a small strip center of two or three businesses on a small lot. The city may want to consider an approach based on lot frontage.

³⁹ We did not have to include the setback from residential lot lines that stated the setback shall be equal to the height of the sign because, in all cases, the minimum setback is already larger than the maximum sign height.

⁴⁰ QUESTION – What about corner lots that may not have a total of 600 feet of frontage? Don't allow one on each frontage if it is small frontage. Could have it if there is a larger frontage on both. Check major corner lots in the city.

⁴¹ This is helpful for large developments that have outlots.

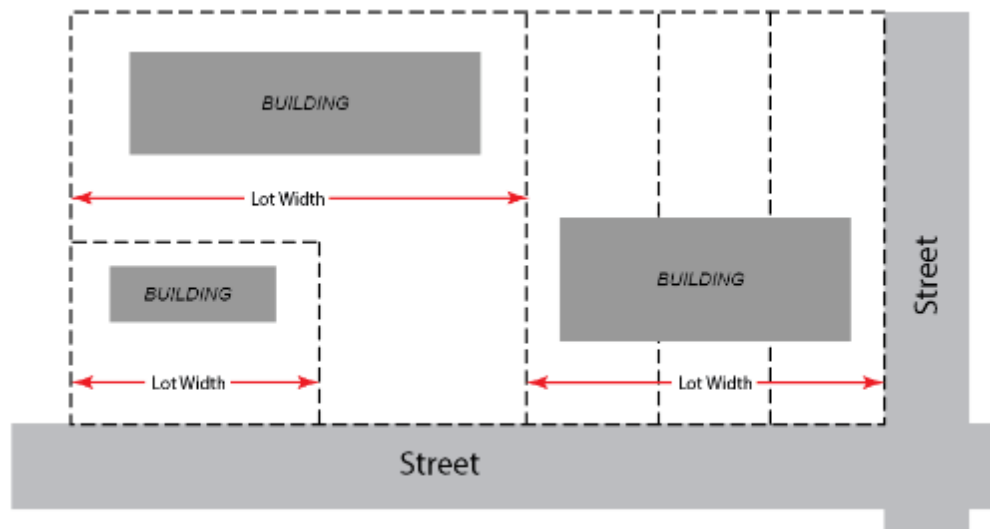


Figure Y: The above image illustrates different methods of measuring lot width when calculating the amount of freestanding sign area permitted on a lot.

- (6) Only freestanding monument signs⁴² may include manual changeable copy signs or electronic message centers as regulated by this chapter in addition to complying with the following:
 - A. Only one freestanding sign per lot may have a changeable copy sign.
 - B. If the sign includes a manual changeable copy sign, then the total area of changeable copy sign shall not exceed 75 percent of the total sign area.
 - C. If the sign includes an electronic message center, then the electronic message center shall not exceed 50 percent of the total sign area and shall comply with Section [1129.05\(i\)](#).
 - D. Electronic message centers and manual changeable copy signs may not be together on one sign.
 - (7) Where a freestanding sign serves a multi-tenant building, it shall be the responsibility of the property owner to determine the messaging on the sign.
 - (8) Exposed sign foundations shall be constructed with a finished material.
 - (9) Freestanding signs shall be located in landscaped areas with a size that is equal to or larger than the total sign area that is being placed in the landscaped area. The landscaped area shall include all points where sign structural supports attach to the ground.
- (b) Building Signs**
- (1) The building sign area allowed in this section shall include the total amount of all wall, canopy, awning, and projecting signs on each facade wall. Standards for each individual building sign type are established in Section [1129.10\(b\)\(10\)](#).
 - (2) Building signs may only be attached to the principal building. No building signage shall be attached to an accessory building or structure.
 - (3) Building signage shall be an on-premise sign.

⁴² This is an approach we spoke to with the boards to encourage EMCs and changeable copy to be on monument signs.

-
- (4) Building signs shall not extend above the top of the roofline of the building to which it is attached. For canopy signs, the signs may be attached above the canopy, which is attached permanently to the building, provided that the sign does not extend above the top of the roofline of the building.
 - (5) Building signs shall not include electronic message centers.
 - (6) If a raceway or wireway is used for the mounting of signs, such raceway or wireway shall be painted or coated in a manner that matches the surface color of the facade.
 - (7) **Facade Calculations and Measurements**

The amount of building sign area allowed is based on the facade width and whether the facade is a primary facade or secondary facade as defined below:⁴³

- A. When calculating the permitted sign area based on the width of any facade, such calculation shall be based on viewing the facade from a 90-degree angle (i.e., straight on), regardless of facade insets, offsets or angles. See [Figure Z](#).

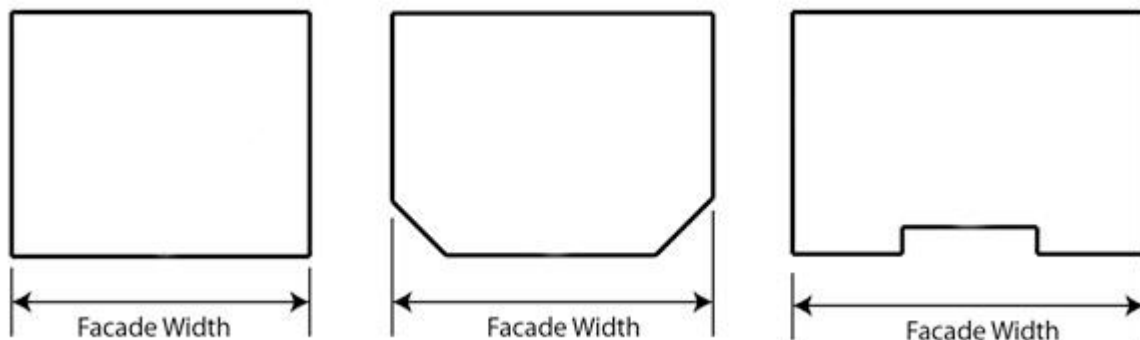


Figure Z: Illustration of facade width measurement on varied facade shapes.

- B. The primary facade⁴⁴ shall be the portion of a frontage that runs parallel and nearest to the street or that serves as the main access point to a building or building unit. A site or building can also have one secondary facade when any of the following site/building characteristics are present (See [Figure AA](#)):
 - 1. The subject site is a corner lot;
 - 2. The primary parking area or customer entry is not located adjacent to a public street; or
 - 3. The building or unit has walls with public or customer entrance points that do not face the public street.

⁴³ While this language could be located in the measurements sections, it only applies under this building sign provision, so we have incorporated here to prevent people from having to go back and forth between sections.

⁴⁴ This section is new to provide more guidance on secondary facade locations.

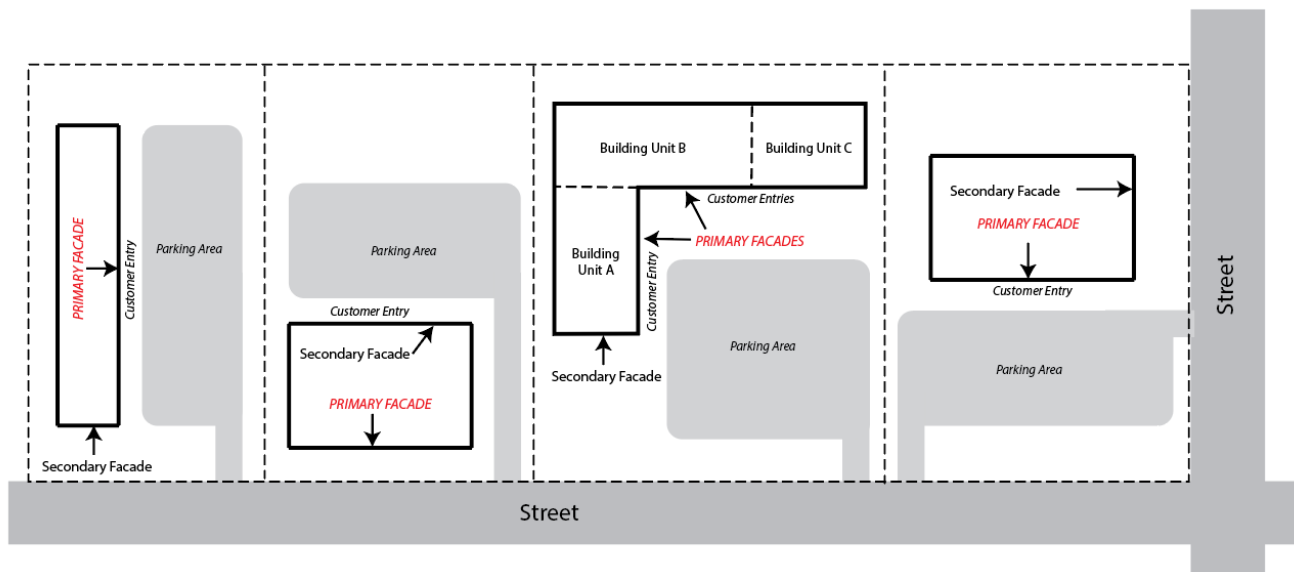


Figure AA: Common examples of the location of primary and secondary facades.

- C. When a site has primary and secondary facade as defined herein, the City Manager, or their designee, shall determine which wall shall be the primary building facade and which wall shall be the secondary building facade. Only one outside wall of any business shall be considered its primary facade and only one wall may be a secondary facade.
- D. In the case of an L-shaped or other unique shape building where there are separate building units facing in different directions, the primary facade may extend along multiple facades based on the primary customer entry as determined by the City Manager, or their designee. See [Figure AA](#).
- E. For multi-tenant buildings, the facade with shall be based on the facade of each building unit. The facade width for a building unit shall be measured from the centerline of the party walls defining the building unit.
- F. The City Manager, or their designee, shall have the authority to make the determination of what facades are primary facades and secondary facades for the purposes of this chapter.

(8) Buildings and Building Units⁴⁵

A stand-alone building or a building divided into separate units or spaces that are individually owned or leased by different enterprises, businesses, firms, or people, are subject to the following provisions:

- A. A stand-alone, nonresidential building that contains one tenant or occupant shall be considered a single building unit.
- B. Where a building is divided into individual spaces for nonresidential uses, and the primary entrance or access point for each space is from the exterior of the building, then each individual space shall be considered a building unit. For example, in the case of a shopping center with multiple tenant spaces that each have its own exterior entrance, each of the tenant spaces shall be considered a building unit.

⁴⁵ This is a new provision to help deal with mixed-use buildings, strip centers/multi-use buildings, etc..

- C. Where a building contains individual spaces that are all accessed from the interior through a joint entry, such building shall be considered one building unit. For example, in the case of an office building where all of the office spaces are accessed internally, the entire office building shall be considered one building unit.
- D. Where a lot contains multiple principal buildings, each principal building shall be assessed for building units based on the above provisions.
- E. The term “building unit” shall not be used to define an apartment building or similar residential-only building that is divided into individual dwelling units.
- F. For mixed-use buildings that contain residential and nonresidential uses, or for multi-story buildings with separate uses on the upper floors, the number of building units on any given lot shall be determined by the number of nonresidential enterprises, businesses, firms, or other nonresidential occupants where the spaces are accessed from the exterior of the building on the ground floor. All upper floor uses and activities shall be considered one building unit, regardless of the number of occupants. For example, a building with three tenant spaces on the first floor, with exterior entrances, and apartments or office spaces on the upper floors, shall be considered to have four building units. One building unit for each of the three ground floor tenants and one building unit total for all upper-level tenants.



Figure BB: The above image shows how the upper floors of buildings only represent one building unit each, regardless of the number of tenants in those spaces or whether occupied by residential or nonresidential uses. The first/ground floors have a number of building units based on the number of nonresidential businesses, tenants, etc. with the primary access from the exterior of the building.

(9) Building Sign Allowance

- A. There is no maximum number of permitted building signs on any single facade.
- B. Where there is a building sign allowance for a primary facade, such building sign area shall only be attached to the primary facade.
- C. Where there is a secondary facade, as determined in Section [1129.10\(b\)\(7\)](#), any building sign area allowed for the secondary facade shall be attached to the applicable secondary facade.

-
- D. The following shall establish the maximum building sign area:
1. The primary facade may contain a maximum sign area equal to 1.0 square feet of sign area per lineal foot of facade width.
 2. Secondary facades may contain a maximum sign area equal to 0.4 square feet of sign area per lineal foot of facade width.

(10) Building Sign Type Standards

A. Wall Sign Standards

Any wall sign shall comply with the following standards:

1. Wall signs shall be mounted on or flush with a wall and shall not project more than 24 inches from the wall or face of the building to which it is attached.
2. A wall sign may be mounted on the facade wall or mounted on a raceway or wireway.
3. No wall sign shall extend any closer than 12 inches to either the top or side edges of the surface or wall to which it is attached. No wall sign shall cover or obscure any wall opening.
4. No wall sign shall extend above the parapet of the main building to which it is attached, nor beyond the vertical limits of such building.
5. The wall sign allowance may be used for signs attached to roofed structures over fueling (gas) stations.

B. Canopy or Awning Sign Standards

Any canopy or awning sign shall comply with the following standards:

1. Signage shall not exceed 15 square feet of any individual awning or sign attached to a canopy.
2. Signage may be mounted above any canopy that extends over a customer entrance provided that the maximum sign height over the canopy shall be 18 inches⁴⁸ as measured from the top of the canopy to the top of the sign and provided that such sign does not extend above the roofline of the building.
3. Canopy and awning signs shall not extend into a right-of-way except in the B-2 District, in which case, the edge of the sign shall be set back a minimum of two feet from the back of the street curb.
4. Only the area of the sign copy may be illuminated internally on a canopy or awning. The remainder of any canopy or awning shall not be illuminated or may be illuminated by an external source such as gooseneck lighting.
5. Awning and canopy signs may extend into the right-of-way, but shall be set back a minimum of one foot from the back of the street curb.
6. Awnings and canopies shall be subject to the vertical clearance standards of Section [1129.05\(e\)](#).

C. Projecting Sign Standards

Any projecting sign shall comply with the following standards:

1. Only one projecting sign shall be permitted for each building unit.

⁴⁸ This would allow for signs like you see at Burger King, that say “Home of the Whopper” in individual letters above the entry.

2. A projecting sign shall be perpendicular to the wall of the building to which it is attached and shall not extend more than four feet from the facade wall to which it is attached.
3. Projecting signs may extend into the right-of-way, but shall be set back a minimum of one foot from the back of the street curb..
4. The sign area of a projecting sign shall maintain a minimum six-inch clearance from the facade of any building.
5. Decorative supporting structures for projecting signs are encouraged and shall not count toward the maximum square footage of signs allowed; however, in no case shall the supporting structure exceed six square feet. See [Figure CC](#).

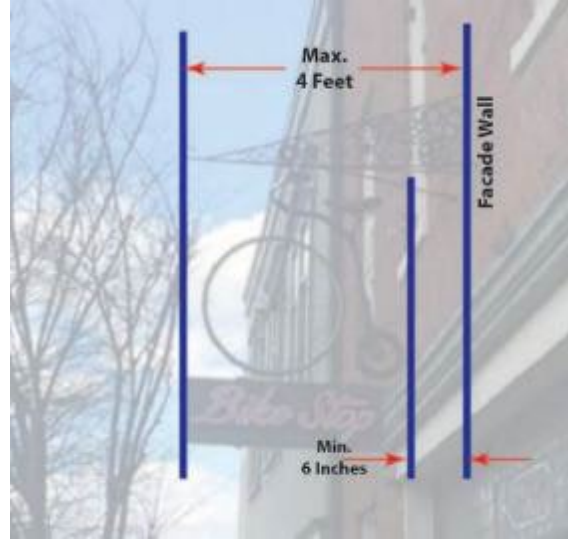


Figure CC: Example of a decorative supporting structure supporting a projecting sign (left). Illustrative example of minimum clearance and maximum projection standards (right).

6. The height of a projecting sign, measured from the bottom of the sign structure to the top of the sign structure, shall be as illustrated in Table <>.

Table 2: Projecting Sign Height and Area Standards		
Zoning Districts	Maximum Sign Height on One Story Buildings	Maximum Sign Height on Two Story Buildings
MU-RFD ⁴⁹	6 Feet	12 Feet
MU-GD	10 Feet	15 Feet
All Other Nonresidential Districts	6 Feet	6 Feet

7. Projecting signs must be suspended from brackets or other supports approved by the Building Commissioner and contain no exposed guy wires or turnbuckles.
8. Projecting signs shall be subject to the vertical clearance standards of Section [1129.05\(e\)](#).

(c) Drive-Through Signs

The following drive through signs are allowed wherever a drive-through facility is permitted in any nonresidential district:

⁴⁹ The sign heights for the MU Districts was drawn from the language located in the MU District provisions.

-
- A. Up to two freestanding drive-through signs shall be allowed for each stacking lane in a drive-through facility provided the total aggregate sign area of all drive-through signs, for each facility, does not exceed 70 square feet. In no case shall a single drive-through sign exceed 35 square feet in sign area.
 - B. If a drive-through sign is completely screened from view from any right-of-way, private street, or adjacent residential uses, there shall be no maximum sign area.⁵¹
 - C. Drive-through signage shall not be included in the total calculated allowed signage for a property under the remainder of this chapter.
 - D. No drive-through sign shall exceed six feet in height measured from the grade of the adjacent driving surface to the top of the sign.
 - E. Speakers associated with restaurant menu signs shall not be audible from any adjacent parcel.
 - F. Drive-through signs may be mounted on a post or pole provided the post or pole does not exceed 18 inches in height.
 - G. Drive-through signs may be 100 percent electronic message center subject to Section [1129.05\(i\)](#).
 - H. Drive-through signs may be internally or externally illuminated.

(d) Driveway Signs

- (1) Driveway signs shall only be permitted near driveway entrances to a public street⁵² unless located internally to a development that are not visible from a public street or right-of-way, in which case, they are permitted, subject to the maximum sign area and sign height provisions of this section.
- (2) A maximum of one driveway signs is permitted, per direction, for any individual driveway entrance to a public street.
- (3) Driveway signs shall be located within 10 feet of the driveway and withing 50 feet of the right-of-way. There shall be no minimum setback from a right-of-way or lot line, but such signs shall not encroach into a right-of-way and shall comply with the intersection visibility requirements of Section [1129.05\(f\)](#).
- (4) Each driveway sign shall not exceed five square feet in area and 30 inches in height in every district except the I-1 and I-2 District.
- (5) In the I-1 and I-2 District, the maximum sign area shall be six square feet with a maximum height of four feet⁵³.
- (6) Driveway signs may be mounted on a post or pole provided the post or pole does not exceed 18 inches in height.
- (7) Driveway signs may be internally or externally illuminated in nonresidential districts. Driveway signs may only be externally illuminated in residential districts.⁵⁴
- (8) Driveway signs shall not count toward any other sign allowance in this chapter.

⁵¹ This is a new provision to encourage the screening of such signs.

⁵² The 2024 PC Supported Draft limits these to driveways with limited access or with access to drive-throughs? This can be problematic for larger development or industrial properties where there isn't limited access. This revision allows them for any driveway.

⁵³ We have allowed for a slightly larger/taller driveway sign for industrial districts due to the use of trucks.

⁵⁴ We will change this if the signs are prohibited in residential districts.

(e) Window Signs

- (1) For all other window signs, the signs may be temporarily⁵⁵ or permanently attached to the window surface.
- (2) All window signs in a nonresidential district shall require a sign permit with the exception that one window sign, with a maximum sign area of two-square feet, is permitted without a sign permit for each building unit provided it is located on the interior side of the window. Such sign may be illuminated.⁵⁶
- (3) Window signs shall not be illuminated except for the two square feet of illuminated allowed in paragraph (2), above.
- (4) Window signs shall not occupy more than 25 percent of any window area on the first floor of buildings in the B-2 District and 50 percent⁵⁷ of any window area on the first floor in all other commercial and industrial districts.
- (5) For nonresidential uses located entirely on upper floors of buildings in the nonresidential zoning districts, one window sign is permitted for each tenant or use space provided the window sign does not occupy more than 50 percent of the window area in which it is placed.
- (6) The sign area of a window sign shall be based on the total window area, regardless of the presence of an awning. Window areas separated by piers, architectural elements, or similar features that are not glass or window framing or support shall be considered separate and distinct window areas. See [Figure DD](#).



Figure DD: The window area is illustrated within the dashed line area for the two storefronts in the above image. The dashed lines highlight two separate window areas due to the separation by an architectural feature not related to the windows.

⁵⁵ The current 2024 PC supported draft speaks more to permanent window signs, but many commercial operations use peel and stick window signs, which are temporary. It is suggested that you allow either as a window sign.

⁵⁶ This would accommodate “open signs” or small iPad like devices with information on them. These are the only illuminated window signs allowed.

⁵⁷ This is a change because 25% is pretty small for most commercial areas. 50% is easier to eyeball for administration.

(f) Murals⁵⁸

Murals are only permitted in any nonresidential zoning district in compliance with the following standards:

- (1) Murals may be temporarily or permanently attached to the wall on the side or rear facades (facades that do not run generally parallel to a public or private street).
- (2) Murals shall not be on any facade that faces, is adjacent to, or across the street from a residential zoning district.
- (3) Where temporarily attached to the wall, the mural may only be placed for a period of 180 days per calendar year. The temporary mural shall be securely attached along all sides of the mural so as to not allow for any motion. This may include securely attached vinyl graphics or heat applied vinyl signs.
- (4) In no case shall any mural have a depth of more than four inches as measured from the facade wall. Murals shall not encroach into a right-of-way.
- (5) The illumination of murals is prohibited.
- (6) The sign shall not obstruct any architectural features, windows, doors, points of access, or other similar elements of the building.
- (7) The sign shall not cover more than 50 percent of the applicable facade.
- (8) The sign permit application for a mural shall include a sign contractor to oversee the installation of the sign.
- (9) Murals shall not count toward any other sign allowance in this chapter.

(g) Additional Provisions for Signs in a Mixed-Use District

In addition to the above regulations, the following provisions apply to signage in the MU-RFD, MU-CD, and MU-GD Districts:

(1) Sign Plan Review

At the time of development plan review, the applicant shall submit a sign plan in conformance with the following:

- A. Each Mixed Use District is subject to specific signage regulations to fulfill the practical and aesthetic intent of each district.
- B. All signs and graphics within the Mixed Use Development shall be compatible in size, location, height, material, shape, color, and illumination.
- C. A sign plan for the entire project proposed under the General Development Concept shall set forth the design parameters for the entire project to ensure a consistent and comprehensive character throughout the project. The sign plan shall include the design, layout, and dimensions of all ground, window and wall signs as well as distances from rights-of-way and the type and intensity of illumination.
- D. The overall design and placement of buildings should take into account the general placement of signs so that all permanent signs and their associated lighting fixtures complement the appearance and architecture of the buildings.
- E. Signs should contribute to an overall cohesive design, reflect simplicity, and avoid visual clutter.

⁵⁸ This is a set of regulations that would accommodate murals, whether painted or some other material. The changes reflect what the Planning Commission suggested as edits. Because we are going for a fully content-neutral set of regulations, there is no provision related to the message.

-
- F. Ground signs should be designed to relate to and share common design elements, including the scale, materials, and colors, with the building(s) they are in close proximity to.

Pole signs prohibited in the MU-RFD and MU-CD

Signs may only have external illuminated in the MU-RFD and MU-CD

1129.11 Temporary Signs.⁶⁰

The following are the types of temporary signs allowed in the City of Huron and the applicable regulations for each type of sign.

(a) Standards Applicable to All Temporary Signs

- (1) Temporary signs shall not be mounted, attached, affixed, installed or otherwise secured in a manner that will make the sign a permanent sign.
- (2) Unless otherwise specifically stated, temporary signs shall not be illuminated.
- (3) No temporary sign shall require a foundation, support, wiring, fittings or elements that would traditionally require a building permit or electrical permit.
- (4) Temporary signs shall not be affixed to any permanent sign or permanent structure except when a banner sign is permitted to cover a permanent sign in accordance with Section [1129.11\(d\)](#) or when such sign is attached to the principal building as permitted in this section.
- (5) All temporary signs shall be secured in such a manner as to prevent swinging or other significantly noticeable movement resulting from the wind that could pose a danger to people, vehicles or structures.
- (6) Because of the nature of materials typically used to construct temporary signs, to avoid the unsightliness of deteriorating signs and all safety concerns which accompany such a condition, temporary signs must be removed or replaced when the sign is deteriorated. The city may remove any deteriorated sign and charge the expenses for the removal to the owner of the property on which the sign is displayed. Any unpaid charges may be assessed in the form of a lien against the owner of the property.
- (7) Temporary signs may be displayed on vacant lots so long as consent of the property owner to display the temporary sign is obtained.
- (8) [Table 3](#) establishes the allowances for temporary signs in all zoning districts. All sign types are subject to the general provisions above and the sign-type standards that follow the table.
- (9) The amount of temporary signs allowed in this section shall be in addition to any other signs allowed in this chapter.

(b) Standards Applicable to Specific Temporary Sign Types

(1) Banner Signs

- A. Unless otherwise specifically stated, there shall be no maximum number of banner signs provided the aggregate total square footage of all banner signs does not exceed the maximum sign area allowed in this section.
- B. Banner signs may be attached to a building, fence or other similar structure. A banner sign attached to posts and mounted in a yard or landscaped area shall be regulated as a temporary yard sign.

⁶⁰ This is a revision to Section 1129.14 of the 2024 PC Supported Draft.

-
- C. The maximum height standard for temporary signs shall not apply to a banner sign but such signs shall not be mounted in a manner that extends above the roofline of a building or the top of the structure on which it is mounted.
 - D. Banner signs may only be used as temporary sign if hung inside of a window or if used for covering pre-existing permanent signs pursuant to Section [1129.11\(d\)](#).

(2) Sidewalk Signs

- A. Only one sidewalk sign is allowed for any one building unit with a ground floor entrance and shall be located within five feet of the entrance of such building unit.
- B. There shall be no time limit for sidewalk signs with the exception that the sign shall only be placed outside during the hours of the establishment's operation.
- C. Such signs shall not exceed 12 square feet in area with a maximum height of four feet.
- D. The sign shall only be permitted on a public sidewalk or private walkway provided it is placed on pavement and not in any landscaped areas or on pavement used for vehicles (e.g., driveways and parking lots).
- E. If the sign is placed on a sidewalk or walkway,. The width and placement of the sign shall be such so that there shall be a minimum width of four feet of clear and passable sidewalk or walkway for pedestrians.
- F. The sign must be freestanding and shall not be affixed, chained, anchored, or otherwise secured to the ground or to any pole, parking meter, tree, tree grate, fire hydrant, railing, or other structure.
- G. The sign must not obstruct vehicular traffic or access to parking meters, bicycle racks and other features legally in the right-of-way.
- H. The sign must not interfere with the opening of car doors in legal spaces, or with the operation of wheelchair lifts and ramps, cab stands, loading zones or bus stops.
- I. The sign shall be internally weighted so that it is stable and windproof.
- J. The City of Huron shall be held harmless from any liability resulting from accident or injury caused by the placement and/or maintenance of such sign.
- K. A sign permit is not required for a sidewalk sign, but such signs are still subject to these regulations.

(3) Window Signs

- A. Temporary window signs shall be mounted or placed on the interior of the building.
- B. Temporary and permanent window signs in nonresidential districts are regulated in accordance with Section [1129.10\(e\)](#).

(4) Yard Signs

- A. Unless otherwise specifically stated, there shall be no maximum number of yard signs provided the aggregate total square footage of all yard signs does not exceed the maximum sign area allowed in this section on temporary signs.
- B. There shall be a maximum of two faces to the sign, mounted back-to-back.

(c) Temporary Signs Allowed without Sign Permits

- (1) [Table 3](#) establishes the allowances for temporary signs in all zoning districts where the signs do not require a sign permit to post.
- (2) All sign types are subject to the general provisions above and the sign-type standards in Section [1129.11\(b\)](#).
- (3) All such signs shall not have a time limit before removal is required; however, the signs must be maintained in good condition.

Table 3: Temporary Sign Allowances			
Zoning Districts	R-1, R-1A, R-2 and R-3	MU-RFD, MU-CD, MUD-GD, B-1, and B-2	B-3, I-1, I-2, and P-1
Maximum Sign Area per Lot	40 Square Feet	40 Square Feet	40 Square Feet
Maximum Sign Area per Individual Sign	15 Square Feet	15 Square Feet	30 Square Feet
Maximum Height	5 Feet	5 Feet	8 Feet
Permitted Sign Types	Banner, Window, or Yard	Banner, , Sidewalk , Window, or Yard	Banner, Sidewalk, Window, or Yard
On-Premise or Off-Premise Sign	On-premise or off-premise signs allowed	On-premise signs are permitted. Off-premise signs are prohibited.	

- (4) Temporary signs in the State Route 2 Corridor Overlay District shall be allowed in accordance with the temporary signs permitted in the underlying base zoning district.

(d) Additional Temporary Signs Allowed with Sign Permits⁶²

The following temporary signs may be permitted if approved through the sign permit process:

- (1) In residential districts, a temporary sign may be authorized to be used for entrance or development signs prior to the construction of a permanent sign as allowed in Section [1129.09\(b\)](#). Such sign shall comply with the following standards:
 - A. The sign shall be restricted to a yard sign.
 - B. The sign shall be on-premise as it relates to the subdivision or development.
 - C. The sign may be installed after the subdivision plat has been recorded or the development plan has been approved.
 - D. The temporary sign shall comply with the maximum sign area, maximum sign height, and locational requirements of the permanent sign, as established in Section [1129.09\(b\)](#).
 - E. The temporary sign shall be removed upon the construction of the permanent sign. In no case shall the temporary sign be allowed for more than two years.
- (2) For sign permit applications related to the change of use or tenant within an existing building, where there is existing permanent sign, an on-premise banner sign may be approved for up to 60 consecutive days to cover the existing permanent signs. Such banner sign shall not exceed the sign area of the permanent sign. This allowance shall only apply to nonresidential uses.

⁶² This is a new section for some special circumstances.

1129.12 Special Sign Provisions and Sign Overlay Districts⁶³

(a) Signs in Planned Development Projects⁶⁴

- (1) All development in a planned development project shall be subject to the standards of this chapter based on the applicable zoning district unless otherwise modified through the planned development project review and approval process.
- (2) As part of the planned development project review and approval, the city may authorize one additional on-premises freestanding sign to be used within the development. The sign shall be considered on-premises if it identifies or advertises a business, person, or activity, and is installed and maintained on any lot within the entire development. This sign may be installed on a lot where another freestanding sign is authorized by this chapter without being in violation of this code.⁶⁵
- (3) This section shall apply to both permanent and temporary signs.

(b) State Route 2 Corridor Sign Overlay District

- (1) This section has been established to recognize that many corporations and businesses choose to locate within the State Route 2 Corridor due to the availability of highway visibility, and therefore additional freestanding signs may be approved on individual lots as allowed by this section.
- (2) Any sign located within the boundary of the State Route 2 Corridor Sign Overlay District shown in [Figure EE](#) shall be subject to the requirements of this section.
- (3) Where specific sign types regulated by this chapter are not addressed in this section, then the sign types shall be regulated in the manner addressed in the larger chapter (e.g., temporary signs).

⁶³ The Downtown Sign Overlay District has been eliminated.

⁶⁴ This is a new section to help address the applicability of signs in a planned development project because there is a possibility that the City would accommodate different signage based on the individual approvals. This assumes that the planned developments operate as overlay districts, where the base districts still control uses. If not, we can suggest how signage for different classifications of uses are regulated.

⁶⁵ This was language pulled from the Planned Development regulations in Section 1126.05. That language said no more than “two signs per development,” but did not specify what would happen if you had a lot of lots in the development. As an alternative, I have added a softer provision that the city can approve one on-premise sign (related to the development as a whole) onto a lot that contains a freestanding sign with the development, without being in conflict with the code. This will allow someone to place a freestanding development sign somewhere in the development for the overall project while whatever business on the same lot can still have their individual sign.



Figure EE: Image illustrating the boundaries of the State Route 2 Corridor Sign Overlay District.⁶⁶

- (4) Only one freestanding sign is permitted on any single lot unless otherwise allowed in the underlying base zoning district in accordance with Section [1129.10\(a\)](#).
- (5) Signs shall be placed and oriented so that its message area is clearly and continuously visible from at least one direction of travel along State Route 2 for at least five seconds for a motorist traveling at the maximum allowable speed.

1129.13 Nonconforming Signs.⁶⁷

A sign that existed before the effective date of this amendment, was permitted by the City's zoning laws prior to this date, which was properly permitted, and which is not in conformance with the provisions of this chapter, shall be deemed a legal nonconforming sign. All legal nonconforming signs shall be maintained in accordance with this section.

- (a) All nonconforming signs shall be maintained in good condition in accordance with the requirements of this chapter.
- (b) A nonconforming sign shall not be structurally relocated, altered, or replaced unless:
 - (1) It is brought into compliance with the provisions of this chapter and a new permit shall be secured, if so required;
 - (2) It is immediately removed by its owner; or
 - (3) Shall be subject to removal by the City at the expense of the owner or the occupant of the property upon which the sign is located.
- (c) Should any replacement, alteration, or relocation take place without being brought into compliance, the sign shall be declared an illegal sign, subject to removal.
- (d) A nonconforming sign shall immediately lose its legal nonconforming status, and therefore shall be brought into conformance with this chapter or removed, when any of the following occur:
 - (1) The legal nonconforming sign is replaced or structurally altered in size, height, or structural components;
 - (2) The legal nonconforming sign is relocated;

⁶⁶ We will work with staff to create a new map with better legibility. The blue line boundary is challenging to read, and may be even more difficult if the image is printed in black and white.

⁶⁷ This section is reflective of Section 1129.18 of the 2024 PC Supported Draft.

-
- (3) If either the legal nonconforming sign structure or sign copy is damaged to the extent of 50 percent or more of either the structure or its estimated replacement value, as determined by the Building Inspector, the sign shall be removed or brought into compliance. If the damage encompasses less than 50 percent of the structure or its estimated replacement value, the sign may be repaired within 60 days of the date the damage was caused, otherwise the sign shall lose its legal nonconforming status and shall be brought into compliance with this chapter.⁶⁸
 - (4) The principal use of the property is discontinued or abandoned for a period of at least 12 consecutive months, leading to the sign being an off-premise sign where off-premise signs are prohibited;
 - (5) The legal nonconforming sign is determined by the City Manager, or a designee thereof, to be in a dangerous or defective condition; to fail to conform to health and fire codes; to be a public nuisance; to be a hazard to public safety; or to be in need of replacement;
 - (6) The legal nonconforming sign has other building or zoning violations after the effective date of this chapter. This does not apply to building or zoning violations of the building or property upon which the sign is located; or
 - (7) The legal nonconforming sign is defined as a temporary sign and has been in use for more than one year following the effective date of this amendment.
- (e) Subject to the provisions of this section, nonconforming signs may be repaired and renovated so long as the cost of such work, within any 12-month period, does not exceed 50 percent of the value of the sign.⁶⁹
 - (f) Any sign that loses its legal nonconforming status must be brought into compliance with the provisions of this chapter and any other City laws and ordinances by an application for, and issuance of, a sign permit or by complete removal.
 - (g) Failure to bring a sign into compliance after loss of a legal nonconformity status shall cause the sign to be considered an illegal sign.
 - (h) Minor repairs and maintenance of legal nonconforming signs shall be permitted.

1129.14 Maintenance and Removal of Signs.⁷⁰

(a) Maintenance

All signs shall be reasonably maintained as needed. In pursuance of this, all signs shall be maintained in accordance with the following:

- (1) The property owner, owner of the sign, tenant, and agent are required to maintain the sign and building in a condition fit for the intended use and in good repair, and such person or persons have a continuing obligation to comply with all Building Code requirements.
- (2) All signs hung and erected shall be maintained in a safe and secure condition or shall be removed by the owner or person responsible for maintaining the sign.
- (3) Signs shall be maintained in a manner that prevents the exposure of any internal elements through the removal of the sign face or the replacement of broken panels or elements.
- (4) Failure to maintain a sign in accordance with this section shall be a violation of this code.

⁶⁸ This is a new provision.

⁶⁹ This is a new provision.

⁷⁰ This is drawn from the 2024 PC Supported Draft, Section 1129.17.

-
- (5) A sign in good repair shall be free of peeling or faded paint, shall not be damaged, show uneven soiling or rust streaks; shall not have chipped, cracked, broken, bent letters, panels or framing; shall not otherwise show deterioration; and shall comply with all other applicable maintenance standards of the City.

(b) Repair or Removal Required

- (1) If the sign is deemed by the City Manager, or their designee, to be in disrepair or in an unsafe condition, such sign shall be considered an unsafe structure and all City regulations applicable for the repair or removal of such sign shall apply.
- (2) If the City finds that any sign is unsafe, insecure, a menace to the public, or constructed, erected, or maintained in violation of the provisions of this Code, notice shall be given in writing by the City to the owner. The owner of the sign shall, within seven days of such notification, correct such unsafe condition or remove the sign.
- (3) If the correction has not been made within the allotted time, the sign may be removed or altered by the City to comply with these regulations at the expense of the owner or occupant of the property upon which the sign is located.
- (4) The City may cause any sign, which, in the City's opinion, creates a danger to persons or property to be removed immediately and without notice.
- (5) The City Manager, or their designee, is also authorized to order the removal, repair or maintenance of any sign in violation of any code, or for which the required permit has not been obtained or which is in violation of any provision of this chapter.
- (6) All notices and orders shall be served upon the owner or person in possession of the sign by personal service or by regular first-class U.S. mail addressed to the occupant of such property and to the owner of the property.
- (7) In the event of noncompliance, the City Manager, or their designee, may seek an order of removal from a court of competent jurisdiction, or may pursue criminal action against the owner and/or person in possession of the sign in accordance with the appropriate provisions of this Planning and Zoning Code relating to the violations.
- (8) If, following an inspection, the City Manager, or their designee, determines that any sign constitutes an immediate danger to the public safety, the City Manager, or their designee, may affect the immediate removal of said sign without regard to the time intervals for compliance cited above, at the sign owner's expense.
- (9) When a sign is removed for any reason, all mast arms, guys of any nature, clips, brackets, and all structures of the old sign shall be removed with the sign. No new sign may be installed without the issuance of a new sign permit.

1129.15 Severability⁷¹

If any provision of this chapter is found by a court of competent jurisdiction to be invalid, such finding shall not affect the validity of other provisions of this chapter that can be given effect without the invalid provision.

⁷¹ This language was in the PC supported draft regulations, but can be eliminated if there is a severability section for the overall zoning code.

Supplemental Revisions Required in Other Sections of the Planning and Zoning Code⁷²

1121.04 DEFINITIONS.

⁷³ (61) See definition of “sign” in Chapter 1129.

1123.01 R-1 ONE-FAMILY RESIDENCE DISTRICT.

(c) Accessory Uses. Accessory uses, buildings or other structures customarily incidental to any aforesaid permitted or conditionally permitted uses may be established, erected or constructed, provided that such accessory uses do not involve the conduct of any business, trade or industry, or any private way or walk giving access to such activity, or any billboard, sign or poster other than hereinafter authorized, and not including the boarding of animals or the keeping of fowl or farm animals except in a building at least 100 feet distant from every lot line. Accessory uses may include the following:

(1) Gardening, the raising of fruits or vegetables, including an incidental roadside stand offering for sale produce grown on the premises, the keeping of domestic or farm animals exclusively for the use of residents of the premises and not for commercial purposes, provided that any heating plant and any structures in which farm animals are kept are located at least 100 feet from every lot line.

(2) Home occupations, which by definition shall be limited to occupations remunerative in nature carried on in a dwelling solely by persons residing on the premises, such activity not involving the conduct of a retail business or manufacturing business. In connection with such home occupation, no commodity shall be sold upon the premises; no parking space or spaces shall be provided or designated to accommodate the home occupation use; no bulk delivery or sending of goods shall be permitted to service the home occupation use, all materials being delivered and sent are required to be so transported within the confines of a normal passenger automobile; not more than twenty-five percent (25%) of the total actual floor area of only one story shall be utilized for such home occupation; there shall be no exterior storage of equipment or materials used in connection with such home occupation; no mechanical or electrical equipment shall be used except such as is permissible for purely domestic or household purposes; no objectionable odor, noise, radio interference or other nuisance shall be created; and no accessory building shall be used for such home occupation. A professional person may use his residence for infrequent consultation, emergency treatment or performance of religious rites, but not for the general practice of his profession.

(3) Garages, carports or other parking spaces for the exclusive use of residents of the premises.

(4) Swimming pools, exclusively for the use of residents and their guests provided that such pool or premises or part thereof whereon such pool is located shall be completely enclosed by a protective fence, wall or other enclosure, not less than four feet in height.

⁷⁴

⁷² The following sections illustrate needed revisions to other parts of the planning and zoning code outside of Chapter 1141, which we have included revisions to in a separate document. We are showing redline revisions based on main section numbers as reference. Please note that when we go to make final approvals, some sections after these paragraphs may require renumbering.

⁷³ Either all numbers after this definition will have to be renumbered, or the city may just have to include a note that “display sign, the definition of this term has been eliminated and definitions related to sign types are now included in Chapter 1129.” The addition of the statement will allow you to keep the existing numbering in the definitions section.

⁷⁴ Since you have language in an earlier section about provisions applicable to all districts, including signs being subject to Chapter 1129, and you do not have this specific sign statement in every district, this should just be entirely removed. Sections after this one may need renumbering.

1125.01 B-1 NEIGHBORHOOD BUSINESS DISTRICT.

(a) Principal Permitted Uses. Any retail business or service establishments supplying commodities or performing services primarily for residents of the neighborhood:

(c) Accessory Uses. Accessory uses and structures as permitted and regulated in the least restrictive adjoining residence district, as related only to permitted residential developments, if any, in this district, and any other accessory uses and structures customarily accessory and incidental to any of the foregoing permitted B-1 uses.

1125.03 B-3 GENERAL BUSINESS DISTRICT.

(a) Principal Permitted Uses. Any use permitted and as regulated in the B-2 District, plus those hereinafter specified in this section:

1125.04 I-1 LIGHT INDUSTRIAL DISTRICT.

(a) Principal Permitted Uses. Any use permitted and as regulated in the B-3 District, and except for uses and processes prohibited herein, the manufacturing, compounding, processing, packaging and assembling of products specified in the following:

(6) Light sheet metal products including heating and ventilating equipment, cornices, eaves.

1126.05 PLANNED DEVELOPMENT PROJECTS.

(g) Planned Office Development Project. If the proposed development is to be a planned office development project, the Planning Commission shall be guided by the following requirements and standards:

(1) The site shall be located in an overlay zone as specified in Section 1126.11 and shall meet the requirements specified therein.

(2) Permitted uses include:

A. Offices: Corporate headquarters, regional headquarters and administrative offices with fifty or more employees, or joint occupancy by two or more such uses with a total of fifty or more employees.

B. Other uses: Conference facilities, indoor and outdoor recreational facilities, cafeterias and other forms of food service, all solely serving the employees in the project; common open space; off-street parking as required to serve the office uses; facilities necessary to project administration, maintenance, fire protection and safety.

(3) Site development standards:

A. No site shall be less than ten acres.

B. No less than forty percent (40%) of the total site area shall be set aside for common open space and landscaped area. Such areas shall be designed by a registered landscape architect and maintained by a professional landscape maintenance corporation, and shall be designed and located to fulfill the Policies Plan with regard to public and private non-farm open spaces, street parkways and waterways, as indicated on the long-range plan map of the Policies Plan. Undeveloped portions of the site shall be seeded, mowed and maintained as lawn area unless in woodlands.

C. Projects shall provide paved six-foot wide pedestrian/jogging/bicycle paths throughout the common landscaped areas and near the perimeters of the site, with connections to such private or public path systems on adjoining properties.

D. Wet run-off retention basins shall be provided, or expanded existing on-site water areas, landscaped as an integral part of the design and provided with aerating fountain jets to reduce stagnation, to retain surface run-off from building, parking and lawn areas and to meter it into the existing drainage network at no greater velocity and volume than generated prior to development.

E. All permanent utility lines, pipes and conduits shall be located below ground, and all other utility installations and appurtenances shall be adequately screened.

F. The landscaping and off-street parking requirements of Sections 1126.13 and 1126.01 shall be met in each project.

G. Design review approval by the Planning Commission of an overall development plan for the project area, including circulation, parking, landscaping, proposed building elevations and signage, shall be required prior to the approval of the project.

H. Each project shall be provided at every point on its perimeter with an on-site landscaped setback of no less than 150 feet.

I. All exterior building walls and structures shall be constructed with attractive and durable materials, such as textured concrete, brick masonry, stone or glass.

75

1126.07 PLANNED MOBILE HOME RESIDENTIAL DEVELOPMENTS.

(k) Permitted Uses. No building, structure or land shall be used, and no building shall be erected, structurally altered or enlarged, except as provided herein. The following uses are permitted in a planned mobile home residential development:

- (1) Mobile homes for one-family dwellings, one per mobile home lot;
- (2) Accessory buildings and uses incidental to and in conformance with the foregoing use;
- (3) Schools, public and parochial, provided that all structures and buildings are set back not less than fifty feet from side lot lines and 100 feet from front property lines;
- (4) Churches and parish houses, provided the church is set back thirty feet from side lot lines;
- (5) Public utility substations;
- (6) As an accessory use to a mobile home, home offices and occupations as permitted in single-family residential districts under the Planning and Zoning Code may be maintained provided not more than twenty percent (20%) of the floor area of the mobile home is used for such purpose.

1126.08 BED AND BREAKFAST RESIDENCE OVERLAY ZONE.

(c) Restrictions. A bed and breakfast residence shall contain no more than two guest rooms, to be occupied by no more than a total of four adults, and shall be operated by the resident owner of the property. Guest rooms are intended for transient short-term occupancy and may not be occupied for more than fourteen days. Breakfast shall be provided only to guest room occupants and not to the general public. No residence shall be removed in order to allow for a bed and breakfast use, nor shall a residence, or a tree larger than four inches in trunk diameter, be removed to provide parking for such a use.

There shall be no exterior expression of the bed and breakfast use that is not a common exterior expression of the residence types of the overlayed residential district. Bed and breakfast residence

75 This language was incorporated into the new Section 1129.12 (a).

guest rooms shall all be within the principal residence and shall be a part of the residential utility services systems.

1126.18 SOLAR STRUCTURES.

(e) Design and Performance Standards.

(1) Lighting. Solar energy systems shall be lit only if required by an applicable authority. Lighting of other parts of the solar energy systems, such as appurtenant structures shall be limited to that required for safety and operational purposes, and shall be reasonably shielded from abutting structures.

76

1126.19 WIND ENERGY.

(e) Small Wind Energy Conversion System Requirements.

(1) Permitted Locations. A small wind energy conversion system is permitted in any zoning district.

(2) Setbacks; Property lines. A small wind energy conversion system or tower shall be set back from the nearest property line, public road right-of-way and communication and electrical line not less than 1.0 times its total height.

(3) Design Standards.

A. Monopole or Freestanding Design. The design of the small wind energy conversion system or tower shall be of a monopole or freestanding design without guy wires.

B. Minimum Blade Height. The minimum height of the lowest extent of a turbine blade shall be thirty (30) feet above the ground or thirty (30) feet above any structure or obstacle within fifty (50) feet of the tower.

C. Access. No tower shall have a climbing apparatus within fifteen (15) feet of the ground. All access doors or access ways to towers and electrical equipment shall be able to be locked.

D. Noise. No small wind energy conversion system shall generate sounds exceeding sixty (60) dBA as measured at 100 feet from the tower. Noise generated from any small WECS shall also comply with existing City noise ordinance.

E. Visual Appearance. Small wind energy conversion or tower systems shall be finished in a rust-resistant, non-obtrusive finish and color that is non-reflective. No small wind energy conversion system or tower shall be lighted unless required by the FAA.

1127.05 DEVELOPMENT STANDARDS AND CRITERIA.⁷⁷

(a) General Development Concept Criteria. A General Development Concept shall be designed and depicted in accordance with the following:

⁷⁶ It is not necessary to accommodate this all of this signage is not going to be legible from the street. It is usually only designed for people to read it from a standing position in front of the equipment, which is generally exempt.

⁷⁷ DISCUSSION – The standards of this general criteria section are okay if you are using them to assess the signs as an integral part of the development, design wise. I have included them here in recognition that this is one section of the planning and zoning code that may not need to be moved to Chapter 1129 as it relates more to the review process.

(6) Signs. See Chapter 1129 for regulations pertaining to signs in Mixed-Use Districts.

1127.07 MIXED-USE RIVERFRONT DISTRICT (MU - RFD).

(d) Signs.

The installation and maintenance of signage shall be done in accordance with Chapter 1129 Sign Regulations and the provisions this section.

1127.08 MIXED-USE CIVIC DISTRICT (MU - CD).

(d) Signs. The installation and maintenance of signage shall comply with Chapter 1129 Signage Requirements and the provisions of this Chapter.

1127.09 MIXED USE - GRANARY DISTRICT (MU - GD).

(d) Signs. The installation and maintenance of signage shall be done in accordance with Chapter 1129 Sign Regulations and the provisions of this Chapter.