

# Town of LeRay

Project #: \_\_\_\_\_

## SIGN PERMIT APPLICATION

### OFFICE USE ONLY

\$25 Application Fee     Cash     Check    Check #: \_\_\_\_\_    Receipt #: \_\_\_\_\_

**Zoning District Classification:**

AR     R-1     MU     CC     PD     MED     MHO     Well Head Protection Zone

Date submitted: \_\_\_\_\_    Received by: \_\_\_\_\_

Approved     Denied    Denial Reason: \_\_\_\_\_

ZEO Signature: \_\_\_\_\_    Sent to County Date: \_\_\_\_\_

**If approved, how would you like to receive your permit?**

Mail     Pick up at office     E-mail a copy & mail the original

### Contact Information

**Applicant Name:** \_\_\_\_\_ Title:  Mr.  Mrs.  Ms.  Miss.

Company Name (if applicable): \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

You are the:     Owner     Tenant     Contractor     Other, explain: \_\_\_\_\_

**Property Owner Name** (if different from applicant): \_\_\_\_\_

Mr.  Mrs.  Ms.  Miss.    Business Name (if applicable): \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Contact Person Name:** \_\_\_\_\_ Title:  Mr.  Mrs.  Ms.  Miss.

Company Name (if applicable): \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

You will be notified of correspondence for all project information.

**This office has up to 30 days to review this application before issuing a permit.**

## Project Information

This appeal concerns property at the following address:

Parcel Address: \_\_\_\_\_ Tax Parcel #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

1. Explain what you are proposing to do (please provide detailed information):

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2. Are there existing signs?  Yes  No

3. Type of existing sign: \_\_\_\_\_

4. Size of existing sign: \_\_\_\_\_

5. Linear feet of building front: \_\_\_\_\_

6. Height of sign above ground: \_\_\_\_\_

7. Total square footage of proposed sign(s): \_\_\_\_\_

8. Total cumulative area of all signs? \_\_\_\_\_

9. Will the sign overhang the public right of way?  Yes  No

10. Type of sign:  Wall Sign  Freestanding Sign  Window Sign  Awning Sign  
 Other: \_\_\_\_\_

11. Additional Comments (if any):

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If illuminated, lights shall be non-flashing and non-animated and the source of light shall not be directed into any street or highway or adjacent property. Electronic Message Center Signs may change only once an hour. Signs shall not be installed in Town or State Right of Ways.

I/we, the undersigned, do hereby respectfully agree to comply with any conditions required by the Town of LeRay and authorize the Zoning Enforcement Officer to go upon the property for the purpose of making site inspections. I will contact the Zoning Enforcement Officer **twenty-four (24)** hours in advance of pouring the foundation.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_  
(if different from applicant)

# Chapter 158 - Article XIII - Section 96

## PROHIBITIONS

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### The following signs are prohibited:

- A. Signs containing strobe lights;
- B. Abandoned sign structures;
- C. Signs placed on or painted on a motor vehicle or trailer parked in an area not approved on a site plan, with the primary purpose of providing signage not otherwise allowed by this chapter. Prohibited is any sign displayed on a parked trailer or truck or other vehicle where the primary purpose of the vehicle is to advertise a product, service business, or other activity. This regulation shall permit the use of business logos, identification or advertising on vehicles primarily and actively used for business purposes and/or personal transportation;
- D. Signs that imitate or resemble official traffic lights, signs or signals or signs that interfere with the effectiveness of any official traffic light, sign or signal;
- E. Mechanically moving signs: an environmentally activated sign or other display with actual mechanical motion powered by natural, manual, mechanical, electrical or other means, including but not limited to pennant strings, streamers, spinners, propellers, and search lights;
- F. Flashing signs: See § [158-91](#), Definitions. For the purposes of this chapter, a sign that has a change rate or dwell time of four seconds or longer does not fit within the prohibition noted herein;
- G. Inflatable signs and other permanent objects: Signs and other objects which may or may not be inflated, including, but not limited to, balloons. Balloons may be permitted in temporary noncommercial situations; for instance, they are permitted for special occasions at a residence;
- H. Nonpermanent posters and handbills affixed to structures, trees or other natural vegetation, rocks or poles.
- I. Except as expressly stated in § [158-94](#), any fabric sign not attached to a rigid frame on four sides;
- J. Roof signs: roof signs, except for those permitted by special exception in commercial zones. See § [158-100C\(3\)](#);
- K. Simulated traffic signs and obstructions: any sign which may be confused with, or obstruct the view of, any authorized traffic sign or signal, obstruct the sight-distance triangle at any road intersection, or extend into the public right-of-way;
- L. A-frame/wheeled signs: Any portable A-frame or similar portable sign is prohibited except as described under § [158-102](#), Temporary signs, below;
- M. Signs adversely affecting safety: signs which prevent free ingress or egress from any door, window, or fire escape or that prevent free access from one part of a roof to any other part. No sign other than a safety sign shall be attached to a standpipe or fire escape;
- N. Sign emissions: No sign which emits smoke, visible vapors, particles, sound or odor shall be permitted. Open flames used to attract public attention to a place of business or to an advertising sign shall not be permitted;
- O. Mirrors: No mirror device shall be used as part of a sign.
- P. Tear drop or feather flag banners.
- Q. Handheld signs. Any temporary sign used by a person or persons to advertise or display goods or services of a particular business. This includes, but is not limited to, placards, directional signs, sandwich-board-type signs when worn, costumes, or similar clothing used to advertise or promote a particular service or business.

# Chapter 158 - Article XIII - Section 97

## SIGN FACE AREA

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- A. Sign cabinets. The area of sign faces enclosed in frames or cabinets is determined based on the outer dimensions of the frame or cabinet.
- B. Double-sided signs. Only one side of a double-sided sign is counted in determining the area of sign faces. Where the two sides are not of equal size, the larger of the two sides is used for the determination of sign area. The area of multiple-faced signs in which the interior angle formed by the faces is greater than 91° shall be expressed as the sum of the areas of all the faces, except for multiple-faced signs containing faces that are configured back to back, in which case the area of the faces configured back to back will be calculated according to the rule for double faced signs.
- C. Round, oval and irregularly shaped signs: to be measured based on the appropriate mathematical formula to obtain the sign area for a circle, an oval or an irregularly shaped sign.
- D. Calculating sign area.
  - (1) Signs containing integral background areas. The area of a sign containing a clearly defined background area shall be calculated based on the area of the smallest standard geometric shape or combination of geometric shapes capable of encompassing the perimeter of the background area of the sign. In the case of signs in which multiple background areas are separated by open space, sign area shall be calculated based on the sum of the areas of all separate background areas, calculated as referenced above, but without regard for any open space between the separate background areas.
  - (2) Signs without integral background areas. In instances in which a sign consists of individual elements, such as letters, symbols, or other graphic objects or representations that are painted, attached to or otherwise affixed to a surface such as a wall, window, canopy, awning, or architectural projection or to any surface not specifically designed to serve as a sign background, the sign area shall be based on the sum of the individual areas of the smallest geometric shape or combination of geometric shapes capable of encompassing the perimeters of the individual elements comprising the sign.
- E. Awnings and marquees.
  - (1) When graphics or sign copy is incorporated into an awning, the sign area is determined by computing the area of a standard imaginary geometric shape or combination of shapes drawn around the sign copy area or graphics. When the ends of awnings or marquees are parallel and contain graphics or sign copy, only one side is counted in addition to the sign face area on the front.
  - (2) An awning that contains a "sign" section or copy area shall comply with the applicable sign area requirements for parallel signs (see Table 8) contained in this chapter.[1] Only the sign or copy area displayed on an awning shall be used to determine the permitted sign area. The entire awning shall not be included in a sign area calculation.