

*City of Marysville*

**Section 18.64 of the Marysville Municipal Code  
and the  
Sign Permit Application**



**Signs**

The attachments are in draft form and have not been codified. These are sections of the Zoning Ordinance which are part of the City's overall Municipal Code. Other development standards and provisions may apply to your particular interests. Please contact the Marysville Planning Department for any clarifications to these Code sections and for further information on the overall Municipal Code.



**CITY OF MARYSVILLE  
PLANNING AND BUILDING DEPARTMENTS  
DESIGN REVIEW INFORMATION NEEDS**

**SIGN PERMIT  
APPLICATION CHECKLIST**

Please provide one copy of a completed Marysville Sign Permit Application. The property owner must sign the Sign Permit Application or the applicant must submit a rental lease or letter signed by the owner authorizing the applicant to submit the Sign Permit Application. The Permit Number will be assigned by City staff. Please feel free to contact staff for clarification or help with any item on the Sign Permit Application. The City of Marysville recommends you review the Sign Regulations relative to the zoning district where the sign(s) will be placed before completing a Sign Permit Application and required materials. A sign permit should be secured prior to ordering or fabricating signs or awnings.

In addition to a completed Sign Permit Application, please provide 3 copies of a Site Plan, Sign Plan and Mounting Details as follows:

Staff Use:

Complete

1) **SITE PLAN** An 8-1/2" x 11" Site Plan for the property on which the sign(s) will be placed including:

- a. Location of existing and proposed signs on site.
- b. Square footage and type of each sign and total square footage for all signs.
- c. Give each sign a number starting with the number 1.
- d. For suspended or projecting signs please note distance from sidewalk to bottom of sign.
- e. For wall signs add an additional sheet showing dimensions and square footage of building walls on which signs will be placed.
- f. For monument signs show sight distance from driveways and intersection corners.

2) **SIGN PLAN** A scaled 8-1/2" x 11" color drawing of each proposed sign including:

- a. Number each sign corresponding to number shown on the site plan.
- b. Message that will appear on sign including typeface, font, and design details.
- c. Dimensions in feet and total square foot area of proposed sign.
- d. Height from ground of all monument and freestanding signs.

3) **MOUNTING DETAILS** Mounting details may be placed on the Sign Plan or as a separate sheet but must include the following:

- a. Description of materials used in construction of sign.
- b. Type and number of bolts, brackets and fasteners used to install the sign.
- c. Thickness and approximate weight of sign for suspended or projecting signs.
- d. Means of lighting including shielding, type, and size of lamps (if applicable).
- e. For monument signs include footing details and wind load calculations.
- f. For suspended signs provide details of anti-sway devices.

The Building Department may require engineered Mounting Details if public safety is in question.

CHECKED BY: \_\_\_\_\_ DATE: \_\_\_\_\_



**CITY OF MARYSVILLE  
PLANNING AND BUILDING DEPARTMENTS**

**SIGN PERMIT APPLICATION**

Please print clearly in Ink or Type.

**SIGN COPY** (what the sign states): \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**ZONING** \_\_\_\_\_ **ASSESSOR'S PARCEL #** \_\_\_\_\_ **PERMIT #** \_\_\_\_\_

**ARB/PC Approval** Y\_\_\_ N\_\_\_ **ARB #** \_\_\_\_\_ **Variance to Sign Ordinance** Y\_\_\_ N\_\_\_

**Business Owner/Tenant's Name** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Business Owner/Tenant's Address:** \_\_\_\_\_

**Property Owner's Name:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Property Owner's Address:** \_\_\_\_\_

**Applicant/Contact Person** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Applicant/Contact Person Address:** \_\_\_\_\_

**Sign Installer's Name:** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Sign Installer's Address:** \_\_\_\_\_ **License # & Exp.** \_\_\_\_\_

**Cost of Sign**\$ \_\_\_\_\_ **Electrical Connection Required** Y\_\_\_ N\_\_\_

**Sign Designer's Name** \_\_\_\_\_ **Phone** \_\_\_\_\_

**Address** \_\_\_\_\_

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**IF SIGN IS INSTALLED WITHOUT PROPER CITY APPROVAL, YOU WILL BE SUBJECT TO MONETARY PENALTIES.**

I HAVE REVIEWED THIS APPLICATION AND THE ATTACHED MATERIAL. THE INFORMATION PROVIDED IS ACCURATE. I UNDERSTAND THE CITY MAY NOT APPROVE WHAT I AM APPLYING FOR, OR MAY SET CONDITIONS OF APPROVAL.

\_\_\_\_\_  
**Print Name** \_\_\_\_\_ **SIGNATURE OWNER/ APPLICANT/ TENANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

Mail permit to : **Business Owner** \_\_\_\_\_ **Applicant** \_\_\_\_\_ **Sign Installer** \_\_\_\_\_

OFFICE USE ONLY

SIGN # \_\_\_\_\_ SIGN TYPE \_\_\_\_\_ TOTAL SQ FT \_\_\_\_\_ DIMENSIONS \_\_\_\_\_

COPY: \_\_\_\_\_

COLORS: \_\_\_\_\_

MATERIALS: \_\_\_\_\_ OTHER FEATURES: \_\_\_\_\_

METHOD OF ATTACHMENT \_\_\_\_\_

\*\*\*\*\*

SIGN # \_\_\_\_\_ SIGN TYPE \_\_\_\_\_ TOTAL SQ FT \_\_\_\_\_ DIMENSIONS \_\_\_\_\_

COPY: \_\_\_\_\_

COLORS: \_\_\_\_\_

MATERIALS: \_\_\_\_\_ OTHER FEATURES: \_\_\_\_\_

METHOD OF ATTACHMENT \_\_\_\_\_

\*\*\*\*\*

SIGN # \_\_\_\_\_ SIGN TYPE \_\_\_\_\_ TOTAL SQ FT \_\_\_\_\_ DIMENSIONS \_\_\_\_\_

COPY: \_\_\_\_\_

COLORS: \_\_\_\_\_

MATERIALS: \_\_\_\_\_ OTHER FEATURES: \_\_\_\_\_

METHOD OF ATTACHMENT \_\_\_\_\_

TOTAL OVERALL SIGN SQUARE FOOTAGE \_\_\_\_\_

\*\*\*\*\*

APPROVALS

Eng. Dept. Review Y N \_\_\_\_\_

CONDITIONS REQUIRED (Refer to attached)

\_\_\_\_\_  
Planning Staff. Date

\_\_\_\_\_  
Building Staff. Date

\_\_\_\_\_  
Engineering Staff. Date

Comments: \_\_\_\_\_

\*\*\*\*\*

FEEES

ARB FEES: \$ \_\_\_\_\_ BLDG SIGN FEES: \$ \_\_\_\_\_ ELECTRICAL: \$ \_\_\_\_\_

TOTAL FEES PAID \$ \_\_\_\_\_ DATE \_\_\_\_\_ CHECK # \_\_\_\_\_

OTHER PAYMENT METHOD: \_\_\_\_\_

PERMIT APPROVED: Y \_\_\_ N \_\_\_ DATE \_\_\_\_\_ DATE PERMIT MAILED \_\_\_\_\_

FINAL INSP. REQUIRED BY PLANNING \_\_\_\_\_ ENG. \_\_\_\_\_ PRIOR TO BLDG DEPT FINAL

## Chapter 18.64

### SIGNS

#### Sections:

18.64.010	Permitted.
18.64.020	Definitions.
18.64.030	Regulations.
18.64.035	Allocation of sign area.
18.64.040	Nonconforming signs--Continuance of existing signs.
18.64.045	Abandoned or deteriorated signs.
18.64.050	Permitted signs in any zones.
18.64.055	Sandwich signs and portable freestanding signs.
18.64.057	Signs prohibited in public right-of-way.
18.64.060	Signs--Variance and adjustments.
18.64.070	Appeal.
18.64.080	Enforcement.
18.64.090	Redevelopment area administration.

#### Section 18.64.010 Permitted.

Signs shall be permitted in accordance with the regulations within this chapter subject to the provisions of Section 18.64.090, and the specific requirements of the urban design and development plan.

#### Section 18.64.020 Definitions.

For the purpose of this chapter and other provisions of Title 19 dealing with signs, the following definitions shall apply:

- (a) Area. "Area" means the permitted sign area which shall be determined as follows:
- (1) Where the lettered or illustrated material of a sign is placed upon a signboard or other sign structure having a continuous or essentially continuous surface or face (whether plane, curved, spherical, cylindrical, angulated, or otherwise), the area of such signboard or sign structure shall be considered to be the projected area of that surface or face.
  - (2) Where lettered or illustrated material of a sign is not placed as described in subdivision (1) above, but is framed either mechanically or visually by the design or layout of the sign itself, then the area so framed shall be the sign area.
  - (3) Where the lettered or illustrative material is not placed or framed in the manner described in subdivisions (1) or (2) above, but is composed either vertically, horizontally, diagonally or otherwise, essentially in the form of a rectangle, parallelogram, pyramid, or similar geometric figure, the area of the geometric figure within which such material could be enclosed shall be the sign area; except that when the space between the elements comprising the sign exceeds one and one-half times the average size of the elements themselves, the area of the elements may be measured separately, as provided in subdivision (4) below.
  - (4) Where the lettered or illustrated material is not placed, framed or composed as described in subdivisions (1), (2), and (3) above, the total area of the rectangles or other simple geometric shapes within which the individual words, letters, illustrations, or other elements comprising the sign could be enclosed shall be the sign area.

- (5) Signs, including freestanding or projecting signs constructed back-to-back with faces in parallel planes shall count as two signs as to number and area (i.e., both sides must be counted).
- (b) Building Frontage -- Corner. "Corner building frontage" means the two exterior sides which are contiguous and both of which face upon public streets.
  - (c) Building Frontage -- Other. "Other building frontage" means an exterior building side which faces upon a public street. For buildings that are not defined as corner buildings, only one building frontage may be used to calculate maximum sign area.
  - (d) Sign. "Sign" means anything whatsoever placed, erected, constructed, posted, painted, tacked, nailed, glued, stuck, carved, grown, or otherwise fastened, affixed, projected, produced or made visible (in any manner whatsoever), including billboards and signboards, and are located on the exterior of a building or are located within a building but are primarily intended to be viewed from the exterior of a building.
  - (e) Sandwich Sign and/or Portable Freestanding Sign. "Sandwich sign and/or portable freestanding sign" means a sign that is designed to be movable and is not structurally attached to the ground, a building, a structure, or any other sign. Such sign may or may not be in the configuration of an "A".
  - (f) Attached Sign. "Attached Sign" means any sign attached to, made a part of, or included on any building surface (also known as a wall sign).
  - (g) Appurtenant Sign. "Appurtenant Sign" means any sign which directs attention to an occupancy, use, business, commodity, service or entertainment conducted, sold or offered only from the premises where the sign is maintained.
  - (h) Billboard. "Billboard" means an off-premises sign, primarily, but not exclusively used for a commercial purpose, and designed for changing copy.
  - (i) Freestanding Sign. "Freestanding sign" means an appurtenant sign that has its own support structure placed on or in the ground and is not attached to a building.
  - (j) Height. "Height" means the vertical distance measure from the natural grade adjacent to the sign base to the highest point of the sign.
  - (k) Identification Sign. "Identification sign" means any appurtenant sign (attached or freestanding), other than a bulletin board, referring only to the name, service, or trade of a resident, business or activity located on the same property as the sign.
  - (l) Political Sign. "Political sign" means a sign that indicates the name and/or picture of any candidate for political office, relating to a current public election, or referendum, or containing any social, ideological, or religious information of a non-commercial nature.
  - (m) Temporary Tract Sign. "Temporary tract sign" means any nonilluminated subdivision or apartment complex Identification Sign intended to be displayed for a limited period of time, not to exceed two years following the date of recordation of the final map, or until 100 percent of the units have been sold or rented, whichever occurs first. Temporary Tract Signs may only contain the name of the subdivision, name of the developer and/or agent, an identification emblem, sales price, and directional message.
- (Ord. No. 1190, Amended, 06/07/94)

**Section 18.64.030 Regulations.**

(a) Signs shall be permitted as accessory or conditional uses in the various zones only as indicated below for the specified districts and shall conform to the regulations indicated in addition to any conditions that may be imposed under this chapter or by use permit or by the conditions of the district within which they are permitted.

(b) No sign shall be erected in such a manner as to create a traffic hazard by obstructing vision, or at any location where it may interfere with, obstruct the view of, or be confused with any authorized traffic sign.

(c) The light from any illuminated sign shall be so shaded, shielded or directed that the light intensity or brightness shall not be objectionable to surrounding areas. (Ord. 998 § 1 (part), 1983).

(d) In addition to those signs permitted pursuant to Section 18.64.050, the following signs are permitted according to the corresponding Zoning District:

(i) R-1, Single Residence District; R-2, Two Family Residence District:

Within the R-1 and R-2 Zones, the following signs are permitted as follows:

1. One identification sign not exceeding three square feet in area for each dwelling unit.
2. One non-illuminated identification sign not exceeding twelve square feet on each frontage on any non-residential use.
3. Illumination. All illuminated signs shall be indirectly illuminated. No animated, moving, oscillating or intermittently flashing signs and lights permitted shall be permitted on any sign.
4. Temporary Tract Signs.

(ii) R-3, Neighborhood Apartment District; R-4, General Apartment District:

A. Within the R-3 and R-4 Zones, the following signs are permitted as follows:

1. Freestanding Signs. One (1) Freestanding sign is permitted per parcel, provided that:
  - a. Freestanding signs are only permitted in the front yard setback area;
  - b. Freestanding signs shall not exceed six square feet in area per display face; and
2. Attached Signs. Two (2) attached signs are permitted per parcel, provided that:
  - a. Attached signs shall be integral with or suspended beneath the canopy of a dwelling and in no case shall project above the highest point of the dwelling or exceed a height of twenty (20) feet above the ground, whichever is the more restrictive.
3. Temporary Tract Signs.

B. All permitted signs listed above must also comply with the following provisions:

1. Area. Signs shall not exceed an aggregate face area of more than twenty-four (24) square feet.
2. Height Limit. No sign shall exceed eight (8) feet in height.
3. Illumination. No animated, moving, oscillating or intermittently flashing signs and lights permitted shall be permitted on any sign.

(iii) C-1, Neighborhood Shopping District:

A. Within the C-1 Zone, the following signs are permitted as follows:

1. Freestanding Signs. Freestanding signs may not exceed thirty (30) feet in height.
2. Attached Signs. Attached signs may not project above the highest point of the roof except in unusual cases when made a part of an architectural feature and subject to issuance of a use permit by the planning commission.
3. Temporary Tract Signs.

B. All permitted signs listed above must also comply with the following provisions:

1. Area.
  - a. Buildings with One Contiguous Building Frontage: Signs appurtenant to the permitted use on the premises whose aggregate area on all sides when counted together with the aggregate area of any attached appurtenant signs totals an area not to exceed one square foot for each one lineal foot of building frontage.
  - b. Buildings with More than One Contiguous Building frontage: The total sign area shall not exceed one square foot for each one lineal foot of the primary (longer) frontage, plus one fourth of a square foot for each one lineal foot of the secondary (shorter) frontage.

- c. Maximum area permitted will be a total of two hundred (200) square feet for all signs.
- 2. Illumination. There shall be no animated or moving signs nor any flashing or oscillating lights, except for time and temperature signs. Signs shall be illuminated so as to prevent reflection onto any adjacent property located in R zones.

(iv) C-2, Community Business District; CH, Highway Service Commercial District:

- A. Within the C-2 and CH Zones the following signs are permitted as follows:
  - 1. Freestanding Signs. Freestanding signs may not exceed forty (40) feet in height.
  - 2. Attached Signs. Attached signs attached to a building may not project above the highest point of the roof except in unusual cases when made a part of an architectural feature and subject to issuance of a use permit by the planning commission.
  - 3. Temporary Tract Signs.
- B. All permitted signs listed above must also comply with the following provisions:
  - 1. Area.
    - a. Buildings with One contiguous Building Frontage: Signs appurtenant to the permitted use on the premises whose aggregate area on all sides when counted together with the aggregate area of any attached appurtenant signs totals an area not to exceed two square feet for each one lineal foot of building frontage.
    - b. Buildings with More Than One Contiguous Building Frontage: The total sign area shall not exceed two square feet for each one lineal foot of the primary (longer) frontage, plus one half of a square foot for each one lineal foot of the secondary (shorter) frontage.
    - c. Maximum area permitted will be a total of two hundred (200) square feet for all signs.
  - 2. Illumination. There shall be no animated or moving signs nor any flashing or oscillating lights, except for time and temperature signs.

(v) C-3, General Commercial District; M-L, Limited Manufacturing; M-1, Light Industrial; M-2, General Industrial:

- A. Within the C-3, M-L, M-1, and M-2 Zones, the following signs are permitted as follows:
  - 1. Freestanding signs may not exceed forty (40) feet in height.
  - 2. Attached Signs. Appurtenant signs attached to a building may not project above the highest point of the roof except in unusual cases when made a part of an architectural feature and subject to issuance of a use permit by the planning commission.
  - 3. Temporary Tract Signs.
  - 4. Billboards. Billboards are permitted in the C-3, M-L, M-1, and M-2 districts subject to the securing of a use permit and the following conditions:
    - a. Billboard Lighting. All billboards shall be indirectly illuminated with white light.
    - b. Height Limit. No billboard or other outdoor advertising structure shall exceed twenty-four feet in height, as measured from the natural grade.
    - c. Location. No billboard shall be located within two hundred (200) feet of an R zoning district, hospital, or the civic center, nor shall any billboard be located within eight hundred feet of another billboard.
    - d. Area. The total area of billboard shall not exceed seven hundred and twenty (720) square feet.
    - e. Setback. Except as otherwise specified below, billboards must be set back from the established right of way line of any street or thoroughfare, at least as far as the required front yard depth for a main building in such district. In addition:

- If the billboard exceeds eighty (80) square feet, the setback shall be increased by one-half foot up to a maximum of sixty (60) feet.
  - If the billboard is located at the intersection of any state or federal highway with a major or secondary thoroughfare, the setback shall not be less than one hundred (100) feet from the established future right-of-way of such highway or street; provided, that a condition for a permit to erect any such structure shall be agreement by the permittee to set back such structure upon widening of the street or highway upon which it faces to the extent necessary to comply with this section.
- B. All permitted signs listed above, excluding billboards, must also comply with the following provisions:
1. Area.
    - a. Buildings with One Contiguous Building Frontage: Signs appurtenant to the permitted use on the premises whose aggregate area on all sides when counted together with the aggregate area of any attached appurtenant signs totals an area not to exceed two square feet for each one lineal foot of building frontage.
    - b. Buildings with More than One Contiguous Building Frontage: The total sign area shall not exceed two square feet for each one lineal foot of the primary (longer) frontage, plus one half of a square foot for each one lineal foot of the secondary (shorter) frontage.
    - c. Maximum area permitted will be a total of three hundred (300) square feet for all signs.
  2. Illumination. There shall be no animated or moving signs or any flashing or oscillating lights, except for time and temperature signs.

(vi) PD, Planned Development:

Sign area and design determined by the City Planner based on similar uses in other districts. For example, a commercial use in a PD District would be allowed the same signage as that allowed in the C-2 District.

(vii) OS-1, Primary Open Space:

Within the OS-1 Zone, the following signs are permitted as follows:

1. One nonilluminated sign at the principal entrance to the area with maximum height of eight feet;
2. Signs regulating traffic and pedestrian access, use, and/or movement are permitted as necessary.
3. Appurtenant signs with maximum sign area of three (3) square feet and maximum height of four (4) feet.

(viii) OS-2, Secondary Open Space:

Within the OS-2 Zone, the following signs are permitted as follows:

1. Signs may be illuminated only from indirect sources;
2. Flashing or moving signs are prohibited;
3. Area computation, one square foot of sign for each one hundred square feet of building area with maximum sign area twenty (20) square feet;
4. One sign allowed on main structure flush with wall and below roofline;
5. One sign allowed at principal entrance with maximum height eight feet;
6. Signs regulating traffic and pedestrian access, use, and/or movement are permitted as necessary;
7. Appurtenant signs with maximum sign area of three (3) square feet and maximum height of four (4) feet.

**Section 18.64.035 Allocation of sign area.**

Where permitted sign area is determined, the following rules for calculation and allocation shall apply:

(a) For buildings with multiple occupants, the maximum sign area shall be based on the building frontage occupied by each use. Unless a master sign plan is approved in advance, the maximum sign area for such building shall be calculated for that portion of the building frontage which each occupant utilizes. Any occupant that utilizes space which has no building frontage shall not be entitled to an exterior sign unless such sign area is approved as part of a master sign plan. (Ord. 998 § 1 (part), 1983).

**Section 18.64.040 Nonconforming signs--Continuance of existing signs.**

(a) All signs, billboards or commercial advertising structures within the city which existed on June 21, 1971, and which on said date failed to conform with the requirements of this chapter as it existed on that date, may be continued in place; provided, however, that if any repair or modification is made to any such nonconforming sign, billboard, or commercial advertising structure which exceeds one-half the replacement value thereof, such sign, billboard or commercial advertising structure shall at that time be made to conform with the requirements of this chapter.

(b) All conforming signs, billboards or commercial advertising structures within the city which existed prior to August 4, 1983, and on which said date failed to conform to the requirements of this chapter as it existed on that date, may be continued in place; provided, however, that if any repair or modification is made to any such nonconforming sign, billboard or commercial advertising structure which exceeds one-half the replacement value thereof, such sign, billboard or commercial advertising structure shall at that time be made to conform with the requirements of this chapter.

(c) The replacement value of a sign for purposes of this section shall be the full cost of replacement of such sign at the same site with new materials of like kind and quality without deduction for depreciation. Said valuation shall be based on a reasonable cost estimate established by the building official. (Ord. 998 § 1 (part), 1983).

**Section 18.64.045 Abandoned or deteriorated signs.**

(a) Any sign which is located on property which becomes vacant and unoccupied for a period of ninety days or more, and any sign which was erected for an occupant or business unrelated to the present occupant or his business, and any sign which pertains to a time, event, or purpose which no longer pertains, shall be deemed to have been abandoned. The building official may cause the removal of such abandoned sign under the provisions of Section 18.64.080.

(b) Without limiting the foregoing, no person shall maintain or permit to be maintained on any premises owned or controlled by him, any sign which is in a sagging, leaning, fallen, decayed, deteriorated, unsightly, or other dilapidated or unsafe condition as determined by the building official. (Ord. 998 § 1 (part), 1983).

**Section 18.64.050 Permitted signs in any zones.**

In addition to the signs otherwise permitted, the following signs are permitted in any zone:

(1) One temporary real estate sign not exceeding eight square feet in area, advertising the sale, rental or lease of the premises upon which such sign is located; provided, however, that on corner lots one such sign may be located facing each street. Such signs shall be located not nearer than ten feet to adjoining premises and in all R zones such signs shall be located not nearer than five feet to any street right-of-way line;

(2) One temporary appurtenant sign denoting the architect, engineer, contractor and/or builder may be permitted upon premises during construction provided that such sign does not exceed twenty square feet in area;

(3) Signs located in the interior of any building or within any such enclosed lobby or court of any building, except that any such signs primarily visible from the street shall be limited to the size regulations of the district;

(4) Safety, traffic or other public informational signs or notices erected by a public officer or employee in performance of a public duty or by contractors, utility companies or other persons responsible for the public safety, peace or welfare.

(5) Any official notice issued by a court or public office; or posted by a public officer or public utility in the performance of a public duty or by any person in giving legal notice;

(6) Directional, warning or informational signs or structures required or authorized by law and erected within road rights-of-way [?];

(7) Political Signs. Political signs are permitted in all zones pursuant to the following limitations:

- a. Removal if Associated with an Election. If a political sign is related to an election, it shall be removed no later than fifteen (15) days following the election.
- b. Public Right-of-Way. No political sign shall be placed in the public right-of-way or on public property.
- c. Size Limitations. All political signs shall conform to the area, height, setback, and illumination requirements set forth in Section 18.64.030 for the zone in which the political sign is located.

(8) Signs that are temporarily placed on the interior of windows for a period not to exceed sixty (60) days, for the purpose of advertising special events such as sales, special promotions, or events sponsored by charitable organizations; except that such temporary signs shall not be regularly replaced or rotated in order to cause said signs to appear more than three (3) months in any calendar year. (Ord. 998 § 1 (part), 1983).

(1241, Amended, 11/03/1998)

#### **Section 18.64.055 Sandwich signs and portable freestanding signs.**

(a) Sandwich or portable signs shall be permitted in all commercially zoned areas, subject to the restrictions as follows:

(1) Only one sandwich or portable sign shall be permitted for each business use or tenant.

(2) The area of the sandwich or portable sign shall not be added to the area of all other signs on the premises to determine compliance with the maximum sign area for the business use or tenant.

(3) Any sandwich or portable signs which, in the judgment of the City Services Director or his designee, would block pedestrian or vehicular traffic in a public right-of-way, hamper access to parking meters, or otherwise cause hazardous conditions, shall be removed immediately upon the request of said official, and the continued maintenance of such sign after such request shall be prohibited. An aggrieved party may appeal such decision through provisions described in Section 18.64.070, but the subject sign(s) must be removed until the appeal is considered.

(4) Sandwich or portable signs shall not exceed four feet in height or three feet in width.

(5) Sandwich or portable signs must be located directly in front of the advertised business use. (Ord. 998 § 1 (part), 1983).

**Section 18.64.057 Signs prohibited in public right-of-way.**

(a) No signs, including political signs, shall be located within or over any public property or public right-of-way except as may otherwise be authorized by Marysville Municipal Code.

(b) Notwithstanding the provisions of Section 18.64.080, any sign or political sign in violation of this section may be summarily removed by the building official.

**Section 18.64.060 Signs--Variance and adjustments.**

Where practical difficulties, unnecessary hardships or results inconsistent with the general purposes of this chapter may result from the strict and literal interpretation and enforcement of the provisions hereof, the planning commission, upon the verified application of any property owner or lessee of the property affected, shall have authority to grant, upon such terms and conditions as it deems necessary, variances therefrom.

No variance shall be granted unless the applicant can produce facts to show that practical difficulties, unnecessary hardships or results inconsistent with the general purposes of this chapter would result from the strict compliance with the provisions of this chapter, and, further, no variance shall be granted unless there appears, and the planning commission finds, that:

(a) There are exceptional circumstances or conditions applicable to the property involved and improvements thereon which do not apply generally to the property in the same district; and

(b) The granting of such variance will not be materially detrimental to the public welfare or injurious to the property or improvements in the district or neighborhood in which the property is located.

Unnecessary hardships, as used in this section, shall not relate to the personal circumstances of the applicant for variance, but rather to the physical conditions of the property concerned.

Each application for variance shall be accompanied by a fee payable in an amount to be set by resolution, no part of which shall be returnable to the applicant, which amount shall be deposited to the credit of the general fund of the city. When said application is received, it shall be set for public hearing before the planning commission and notice thereof shall be given by one publication in a newspaper of general circulation in the city, at least ten days prior to the date of the hearing.

If from the facts presented with or through the application, the planning commission determines that a variance should be granted, and makes the finding required in this section, the same shall become effective upon expiration of the appeal period as provided in Section 18.64.070. Otherwise, the application shall be denied. (Ord. 1149 § 80, 1992; Ord. 1112 § 70, 1991; Ord. 998 § 1 (part), 1983).

**Section 18.64.070 Appeal.**

Any interested person may appeal to the planning commission any decision from the City Planner and may appeal to the city council from any decision of the planning commission regarding the enforcement of this chapter or the terms of conditions involved in the enforcement of this chapter and/or the fixing of any terms involved in the granting of any application.

Appeals shall be made in writing, noting grounds for the appeal accompanied by a fee in an amount established by resolution, no part of which shall be returnable to the applicant, and addressed to the body considering the appeal, within ten days of the date of the decision from

which the appeal is being made. The appeal shall be considered at the next available regular meeting of the body receiving the appeal.

**Section 18.64.080 Enforcement.**

Any sign erected, constructed, located or relocated in violation of this chapter shall be removed within thirty days after a written notice by the building official has been posted on the property containing the sign and a copy thereof sent by certified mail with postage prepaid to the owner thereof and to the person in possession of the real property upon which it is located, stating the particulars of such violation and requiring the removal thereof upon or before a date specified therein, but not less than thirty days after such posting and mailing, or that written objections to such removal to be filed with the building official by said date showing the name, address and objections in detail of the person objecting to such removal.

Upon filing of such objections, such sign may remain until ordered removed by the city council at a hearing, notice of which has been mailed by certified mail with postage prepaid to the person filing such objections at this address shown thereon. Any sign ordered removed by the council shall be removed within thirty days after notice of such order has been so mailed to such objector, and if not so removed, the building official may cause the removal thereof at the expense of the owner of the real property upon which the sign is located.

The removal expense may be made a lien upon such real property by the building official sending by registered or certified mail to the owner and holders of any liens upon the real property, a notice of lien for the cost of such removal. The cost of all such mailing and the cost of obtaining the name and address of the owner(s) and lienholder(s) shall be a part of the cost of such removal.

The amount of all costs shall become lien upon such real property as additional property taxes thereon with the same priority as general property tax liens, and the same penalty and interest as on general property taxes shall attach thereto. A copy of such lien shall be mailed to the county tax collector thirty days after the mailing of such notice of lien unless the same has within such time been paid or written objections thereto have been filed with the building official. Any such objections shall be determined by the city council at a hearing after at least ten days' notice to the person filing such objections. Any sums not paid within thirty days after an order for the payment thereof by the council shall become a lien upon the property. The amount of all such liens shall be collected with the next general property taxes which become a lien upon the property.

Notwithstanding the above provisions of this section, any sign erected, constructed, maintained, located or relocated in violation of this chapter is prohibited and any other appropriate criminal or civil action may be instituted against the violation and against any person maintaining or permitting the violation. (Ord. 998 § 1 (part), 1983).

**Section 18.64.090 Redevelopment area administration.**

Notwithstanding any provision in this chapter to the contrary, the architectural review board established by Chapter 19.28 shall be responsible for regulating the uses of signs within the Marysville plaza project area. Said board shall review all applications for use permits or variances from sign requirements and shall perform any other function normally performed by the planning commission for signs to be placed within said area.

Any interested person may appeal to the city council from any decision of the architectural review board made pursuant to this section, and the appeals procedure set forth in Section 18.64.070 shall control such appeal.

The architectural review board, with the approval of the city council, may adopt reasonable standards to regulate signs within the Marysville plaza project area including standards relating to color, materials, textures or other matters involving aesthetic considerations.

Nothing in this section shall be deemed to eliminate the necessity to obtain a building permit under the provisions of Chapter 13.24 with respect to signs within the Marysville plaza project area. (Ord. 1149 § 82, 1992; Ord. 1112 § 89 (part), 1991; Ord. 998 § 1 (part), 1983).

## **Chapter 18.87**

### **ARCHITECTURAL REVIEW**

#### **Sections:**

<b>18.87.010</b>	<b>Purpose.</b>
<b>18.87.020</b>	<b>Architectural review board.</b>
<b>18.87.030</b>	<b>Sign review.</b>
<b>18.87.040</b>	<b>Sign review criteria.</b>
<b>18.87.050</b>	<b>Building design review.</b>
<b>18.87.060</b>	<b>Application for design review.</b>
<b>18.87.070</b>	<b>Design review criteria.</b>
<b>18.87.080</b>	<b>Review, comment and advisory powers.</b>
<b>18.87.090</b>	<b>Application fee.</b>
<b>18.87.100</b>	<b>Project completion.</b>
<b>18.87.110</b>	<b>Exceptions.</b>
<b>18.87.120</b>	<b>Violation--Penalties.</b>

#### **Section 18.87.010 Purpose.**

Within the Marysville Plaza project area, as described in Chapter 19.08 and hereby referenced, there is concern for reasonable compatibility and architectural acceptability. Moreover, The Marysville Plaza Urban Design and Development Plan (adopted by Resolution No. 79A02) established certain architectural themes or motifs for particular sections of the project area. Architectural review shall be required for all new building and project construction, exterior modification or rehabilitation of existing buildings and the addition or modification of advertising signs (including signs painted on windows), within the project area. Architectural review must be complete prior to the issuance of any permit by the building official and prior to the commencement of any work covered under this chapter. Therefore, the review should occur in the early planning stages of a project so that any recommendations that are made during the architectural review process can be incorporated into such plans. (Ord. 1161 § 2 (part), 1993).

#### **Section 18.87.020 Architectural review board.**

The Architectural Review Board shall be composed of three members of the Planning Commission appointed by the Chairman of the Planning Commission. The Architectural Review Board, shall perform all of the functions of that board as set forth in this chapter. Appeal from any finding of the Architectural Review Board may be made in writing to the Planning Commission in accordance with Section 18.08.120.

#### **Section 18.87.030 Sign review.**

Proposals for new exterior signs (including signs painted on windows) or proposals for modifications to existing exterior signs (including signs painted on windows) will be reviewed by the City Planner or the Architectural Review Board in accordance with Section 18.87.040 (b) of this chapter.

**Section 18.87.040 Sign review criteria.**

(a) Application for sign review shall be submitted on a form provided for that purpose and shall be accompanied by information as provided for in the application checklist maintained by the City Planner, but shall include the following minimum materials:

- (1) Color rendering of the sign;
- (2) Location of the sign on the building by use of a full rendering or color photograph with the sign location outlined on it to scale;
- (3) The size and dimensions of the sign and materials to be utilized;
- (4) An indication of whether the sign will be illuminated and, if so, whether such illumination will be direct or indirect.

(b) The approval or disapproval of the proposed sign (or modification to an existing sign) shall be based upon the following factors:

- (1) The sign's compatibility with the building use and with other buildings and uses in the same vicinity;
- (2) The sign's compatibility with the provisions of this code regulating signs;
- (3) The sign's compliance with the Marysville Plaza Urban Design and Development Plan;
- (4) The sign's compliance with the provisions of any target area plan adopted for the area;
- (5) The sign's compliance with other policies adopted by the agency relating to lighting, color, materials, or other considerations. (Ord. 1161 § 2 (part), 1993).

**Section 18.87.050 Building design review.**

(a) Minor exterior modifications, including normal repairs and maintenance, painting and other work that does not significantly change the character or appearance of the building, will be reviewed by the city planner. Modifications of this type may be approved by the city planner if the proposed work conforms to the criteria for design review set forth in this chapter and with the provisions of the Marysville Urban Design and Development Plan, any applicable target area plan and other policies adopted by the agency. If the city planner determines that the proposed work does not meet the criteria or does not constitute a minor exterior modification, the proposed exterior modification shall be submitted to the architectural review board for review.

(b) Projects involving new construction or projects involving exterior modification (other than minor exterior modification described in subsection (a) of this section), shall be reviewed by the architectural review board. (Ord. 1161 § 2 (part), 1993).

**Section 18.87.060 Application for design review.**

Any person who intends to construct a new building or sign within the project area or to repair or renovate any existing building or sign or relocate a sign within such project area shall first apply for design review and shall utilize a form provided for that purpose. Such application form shall be accompanied by information as provided for in the application checklist maintained by the City Planner, but shall include the following minimum materials:

- (1) A dimensioned site plan showing:
  - (A) The lot area in square feet,
  - (B) The placement of all structures on the property,

- (C) Adjacent streets or alleys, identified by name,
- (D) Areas of existing or proposed landscaping,
- (E) Areas of existing or proposed fencing,
- (F) Existing and proposed setback areas,
- (G) Existing and intended methods of ingress and egress,
- (H) The location of any off-street parking or loading facilities,
- (I) Any other information reasonably required to evaluate the proposal;
- (2) Dimensioned architectural drawings including elevations to scale of all sides of a proposed project, showing buildings and fences and indicating colors and materials to be used;
- (3) A landscape plan as set forth in Chapter 18.86 of this code;
- (4) Photographs of the site showing existing and adjacent buildings;
- (5) The location of any existing or proposed signs on the building facade. (Ord. 1148 § 12, 1992; Ord. 1161 § 2 (part), 1993).

**Section 18.87.070 Design review criteria.**

In reviewing designs for new construction or renovation or repairs of existing buildings within the project area, the following criteria shall be utilized:

- (1) Whether the proposed construction, sign, renovation or repair complies with all pertinent laws and regulations including, without limitation, the Marysville Plaza Urban Design Development Plan, any applicable target area plan or other plans or policies adopted by the agency;
- (2) The compatibility of the proposed design with other buildings in the vicinity;
- (3) In reviewing the design of the proposed project, architectural consideration shall be based upon the following:
  - (A) The height, bulk, and area of the subject building and other buildings in the same vicinity,
  - (B) The color and materials to be used and their compatibility with adjacent buildings and with any other regulations applicable thereto,
  - (C) The site, layout, orientation and location of the building and its relationship with open areas,
  - (D) The appropriateness of sign designs, exterior lighting and graphics;
- (4) Whether the site improvements, landscaping and other features of the proposed project are compatible with those on other parcels in the vicinity. (Ord. 1161 § 2 (part), 1993).

**Section 18.87.080 Review, comment and advisory powers.**

The city planner shall review and comment upon all proposals submitted to him pursuant to this chapter. Based on such review and comment, the city planner shall recommend to the agency what action should be taken with respect to a proposed project. Except as provided in Section 18.87.030 and Section 18.87.050, the final approval of any proposed project shall rest with the city council after review of the plans and renderings and the comments and recommendations of the city planner. (Ord. 1161 § 2 (part), 1993).

**Section 18.87.090 Application fee.**

The city council, by resolution, may establish a fee for applications submitted under the provisions of this chapter. (Ord. 1161 § 2 (part), 1993).

**Section 18.87.100 Project completion.**

Any work undertaken pursuant to an approval obtained under the provisions of this chapter must be completed within two years from and after the date of such approval. If such project is not completed within such time, the approval granted under the provisions of this chapter shall expire. An applicant or the applicant's successor in interest may reapply for approval under the provisions of this chapter. (Ord. 1161 § 2 (part), 1993).

**Section 18.87.110 Exceptions.**

The architectural review process set forth in this chapter shall not apply to signs or buildings in the following cases:

(1) If, in conjunction with the sale of property by the agency for redevelopment purposes, the purchaser agrees to construct, repair or renovate property in accordance with standards set forth in the agreement of sale, no further architectural review shall be required for work done in strict accordance with the provisions of such agreement. This exception shall not apply to any modification or addition made after the initial conditions of the agreement of sale are met.

(2) If a building is to be constructed, repaired or renovated in strict compliance with a design criteria plan adopted by the agency (either as part of a target area plan or otherwise), such work may be completed without the necessity of further review under the terms of this chapter; provided, however, that any later change or addition not in strict compliance with the adopted design criteria plan shall be subject to review under the provisions of this chapter.

(3) Subject to the provisions of Section 18.87.100, if, after receiving architectural approval of a sign or building under the provisions of this chapter, the applicant transfers the property, the transferee is entitled to complete the work which was the subject of the application without further approval. (Ord. 1161 § 2 (part), 1993).

**Section 18.87.120 Violation--Penalties.**

(a) It shall be unlawful for any person, firm or corporation, whether as principal, agent, employee or otherwise, to violate any provision of this chapter. The first violation of any provision of this chapter shall be an infraction and shall be punishable by a fine of one hundred dollars. The failure to correct any violation of any provision of this chapter within sixty days after notification of such offense shall constitute a separate offense and such offense shall be an infraction punishable by a fine of two hundred fifty dollars. The failure to correct any violation of any provision of this chapter within ninety days after notification of such offense shall constitute a separate offense and such offense shall be a misdemeanor punishable by a fine of five hundred dollars, or by imprisonment for a period of not more than six months, or by both such fine and imprisonment.

(b) In addition to the penalties provided in this section, any condition caused or permitted to exist in violation of any provision of this chapter shall be deemed a public nuisance and may be, by the city, summarily abated as such. (Ord. 1161 § 2 (part), 1993).