

WORKING DRAFT COPY



SIGN ORDINANCE

Working Draft Document 11/15/2024

22.100 ADMINISTRATION

Administration

General

A. Purpose and Intent

The general purpose of the sign regulations of this article is to protect the public safety and welfare in part by ensuring that signs have adequate lighting, open space and air, conservation of land, protection of property values, the creation of a convenient, attractive and harmonious community, the preservation of neighborhood character, and to encourage the highest and best use of land by providing that sign:

- i. Are maintained properly to avoid creating safety risks due to abandonment, collapse, decay, deterioration, and fire.
- ii. Enhance the quality of the city's appearance by avoiding clutter and by not interfering with scenic views or character of certain city areas.
- iii. Do not obstruct or interfere with the ability of the Fire and Police Departments to implement their job duties.
- iv. Do not pose a hazard to public safety by confusing or distracting motorists or creating obstructions impairing a driver's ability to see pedestrians, obstacles, other vehicles, or traffic signs.
- v. Are regulated by size, quantity, scale, and in proportionate balance in accordance with standards consistent with the stated general purpose.
- vi. Do not create nuisances for people using the public rights-of-way and streets nor owners/tenants of adjacent property by their height, size, brightness, and movement.
- vii. Are consistent with the vision statements and policies of the Comprehensive Plan.
- viii. Are compatible with the community and zoning.

- B. These regulations must be interpreted in a manner that preserves the free speech guaranteed by the First Amendment by offering numerous avenues for expressive signage, while avoiding content-dependent evaluations and setting forth clear criteria for approvals.
- C. The content of any sign required to be approved under this ordinance is determined by the sign owner, and not by the City of Plano. Signs displaying materials determined to be obscene by a court of law or prohibited by law, are subject to the appeal and judicial review proceedings provided for in this ordinance.
- D. These regulations do not entirely eliminate all of the harms that may be created by the installation and display of signs. Rather, they strike an appropriate balance that preserves ample channels of communication by means of visual display while still reducing and mitigating the extent of harm caused by signs.
- E. These regulations apply to all signs, including temporary signs. as defined below, located on property within the incorporated municipal boundaries. Chapter 6, Buildings and Building Regulations, of the Code of Ordinances of the City of Plano should be referenced as necessary.

F. In the event that any provision of this ordinance is declared invalid or unenforceable, the City of Plano shall have the authority to amend the ordinance to cure such invalidity or unenforceability while preserving, to the maximum extent possible remaining phrases, clauses, sentences, paragraphs and sections of this ordinance along with the original intent and purpose of the ordinance.

22.200 DEFINITIONS

A-frame/Sandwich Board Sign

A self-supporting A-shaped sign with 2 visible sides that is situated on or adjacent to a sidewalk and is sized in a manner that appears to be targeted to pedestrians.

Abandoned Sign

A building sign is abandoned if the business or entity upon whose behalf the sign permit was acquired, or the successor to its sign permit, has not paid for City utilities in the building where the sign is located for more than 90 days.

Armature Sign

A freestanding sign that hangs below an arm extending horizontally from a vertical post planted in the ground.

Attached Sign

Any sign affixed directly or indirectly to the exterior of any surface of any building, to a projecting structure of a building, or to any outdoor structure. Definition does not include window signs.

Awning

An architectural projection supported by the building to which it is attached. It is composed of a lightweight, rigid, or retractable skeleton structure over which a thin cover of fabric, or other similar material, is attached and may be illuminated.

Awning Sign

A sign displayed on an awning.

Banner Sign

A type of temporary sign composed of cloth, canvas, plastic, fabric or similar lightweight, non-rigid material that can be mounted to a structure with cord, rope, cable, or a similar method, or that may be supported by stakes in the ground.

Billboard Sign

Any pole sign or sign not attached to a building having a face exceeding 100 square feet or any pole sign or sign not attached to a building that provides message space for lease, rent, or hire.

Candela

The unit of luminous intensity in a given direction.

Canopy Sign

A type of sign with one face affixed to a canopy. For the purposes of this definition, a canopy is an attached or detached structure, with a minimum of one side open, and is designed to provide overhead shelter from the sun or weather. Canopies may include, but are not limited to, service station canopies, carports, trellises, and pavilions. A canopy is different from an awning in that an awning is covered with non-rigid materials and/or fabric and a canopy is made with solid structured materials.

Class I Lighting

Lighting used outdoors where color rendition is important, including, but not limited to, in areas for sales, recreation, assembly, eating, repair, advertising displays, billboards, and other signs.

Changeable Copy Sign

A sign, or portion of a sign on which the copy or symbols change, either automatically through electrical or electronic means, or manually, through placement of letters or symbols on a panel mounted in or on a track system without altering the face or the surface of the sign.

Construction/Development Signage/Fencing

Any onsite temporary sign pertaining to the development of land or construction of buildings and/or the identity of a developer or any related party, for such building or land. The sign remains on a building or on the perimeters of a site during the period of construction.

Commercial Building Sign

A sign located on a land parcel containing a commercial building or enterprise, other than a home occupation.

Copy Area

The total area that contains the actual message, including text and graphics, on a sign.

Development

Is defined in accordance with Section 2.2. of the Subdivision Ordinance, as amended.

Dilapidated or Deteriorated Condition

Any sign in which:

- Elements of the surface or background have portions of the finished material missing, broken, or otherwise existing such that they are illegible.
- The structural support or frame members are visibly bent, broken, dented, or torn.
- The panel is visibly cracked or, in the case of wood and similar products, splintered in such a way as to constitute an unsightly or harmful condition.
- The sign or its elements are twisted, leaning, or at angles other than those at which it was originally erected (such as may result from being blown or the failure of a structural support).
- The message or wording can no longer be clearly read.
- The sign or its elements are not in compliance with the requirements of the current Electrical Code and/or the Building Code of the City of Plano.

Directional Sign

A sign intended to provide directional information or to guide pedestrian and vehicular traffic. Signs may include entrance and exit signs, restroom signs, handicapped parking signs, license or permit information signs and other similar signs.

Electronic Message Board (EMB) Sign

Any sign with a fixed or changing display/message composed of a series of lights that may be changed through electronic means including flashing, intermittent, or moving lights using an LED screen or any other type of video display. Signs that contain alphabetic, pictographic or symbolic informational content can be changed or altered on a fixed display screen composed of electrically illuminated segments. EMB use variable message signs that use computer-generated messages or some other electronic means of changing

copy. EMB signs must comply with the nuance lighting section of the zoning ordinance. This definition does not include signs that have internal or indirect illumination that is kept stationary or constant in intensity and color at all times when such sign is in use, or any government sign located within the right-of-way that functions as a traffic-control device and that is described and identified in the Texas Manual on Uniform Traffic-Control Devices.

Face (Sign)

The surface of the sign upon, against, or through which the message is displayed on or illustrated.

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. This sign may also be referred to as a temporary blade sign, teardrop sign, sail or flag sign.

Fence

An unroofed structure used to delineate a boundary or act as a barrier or means of protection, confinement, or screening.

Flag Sign

A sign comprised of cloth, canvas, plastic fabric, or similar lightweight, pliable material, upheld by a singular vertical pole inserted into the ground or affixed to a movable framework. This type of sign is alternatively denoted as a temporary blade sign, teardrop sign, or flag sign.

Freestanding Sign

A sign or representation of a figure or object not attached to any building, supported by uprights, braces, or some other approved support, which is capable of withstanding the stress from weight and wind load.

Footcandle

A nonmetric measure of illumination on a surface that is one foot from a uniform source of light of one candle, and equal to one lumen per square foot. Also described as the amount of illumination provided by one (1) lumen uniformly distributed on one (1) square foot of surface.

Garage Sale Sign

A sign advertising the sale of personal household goods in a residential zoning district or on the property of a nonprofit organization for which a garage sale permit has been issued.

Gross Surface Area of a Sign

The total geometrical area enclosed by the display surface of the sign including the outer extremities of all letters, figures, characters, and delineations; provided, however, display surface area shall not include the structural supports for freestanding signs if the structural supports are so arranged as not to become a part of the attention-attracting aspect of the sign. Unless specifically provided in this article.

Hanging Sign

A sign that is suspended from the underside of an awning, canopy, or floor overhang.

Height

Except as applied to a monument sign, height refers to the vertical distance between the highest attached component of the sign or of its supporting structure (whichever is higher) and the lowest attached component of the sign or of its supporting structure (whichever is lower).

As applied to a monument sign, height refers to the vertical distance between the highest attached component of the sign or of its supporting structure (whichever is higher) and the natural grade of the ground at the point where the sign is located.

Historic Sign

A sign that is 40 years old or older, has historic significance, or contributes to the historic fabric of the area as determined by City of Plano and the Plano Heritage Commission.

Illuminated Sign

Any sign which is illuminated by electric lights, luminous tubes, or other means that are specifically placed to draw attention to, to light up, or to provide nighttime viewing of the subject matter on the sign face.

Incidental Sign

Any sign containing information incidental to the operation of the business, such as, but not limited to, hours of operation, accepted credit cards, location of restrooms, entrance and exit signs, and parking information. Incidental signs are often attached to doors, windows, gas pumps, or other structures that are small in nature and typically designed to be read by a user up close, rather than from a distance by pedestrians or drivers.

Individual Reverse-Lit Channel Letters

A form of channel lettering where the illumination is from behind the lettering, creating a glow behind the signage. May be referred to as halo-lit or reverse-lit signage.

Legible

A sign shall be considered "legible" from a particular place if a person with eyesight (corrected or not) sufficient to qualify for a Texas driver's license standing in that location can read the sign; for purposes of this definition, assume that the person is between five feet and six feet in height.

Light Pole Banner Sign

A sign, attached to a light pole standard that is made of cloth, vinyl, metal, or other material manufactured for sign use.

Lumen

The quantity of luminous flux intercepted by a surface of one (1) square foot, all points of which are one (1) foot from a uniform source of one (1) candela. A one-candela source provides 12.57 lumens.

Monument Sign

A sign mounted to a solid base supported at ground level that is not attached to, or part of a fence or screening/retaining wall.

Multistory Office Building Sign

Any sign on a building with two (2) or more stories for office use in which one or more tenants has no direct outside entrance from the tenant space.

Multitenant Commercial Development

A building or group of buildings including, but not limited to, shopping centers and offices, constructed and managed as a total entity with customer and employee parking provided onsite.

Multitenant Sign

A sign located on a property where an owner conducts multiple businesses or leases the property to more than one tenant.

Municipally Owned Sign

Any sign owned by the City of Plano or by another local governmental entity.

Noncombustible Material

Any material which will not ignite at or below a temperature of 1,200 degrees Fahrenheit and will not continue to burn or glow at that temperature.

Nonconforming Sign

A sign lawfully in existence on the date the provisions of this article are adopted that do not conform to the provisions of this article, but which were in compliance with the applicable regulations at the time they were constructed, erected, affixed, or maintained.

Noncommercial Sign

Any sign used for a noncommercial purpose.

Nonstructural Trim

The retainer, battens, cappings, nailing strips, latticing, and platforms which are attached to a sign structure.

Off-Premises Sign

A sign that is not located on the building or property of the business it advertises. The most common example of an off-premises sign is a billboard.

On-Premises Sign

A sign whose message and design relates to a business, an event, goods, profession, or service being conducted, sold, or offered at the same location as where the sign is erected.

Onsite Temporary Sign

Any onsite temporary sign pertaining to the property for which it is legally zoned.

Parapet

A low protective wall along the edge of a roof.

Person

The definition of "Person" is defined herein as in the Code of Ordinances Section 1-3.

Permanent Sign

A sign attached to a building, structure, or the ground in a manner that enables the sign to resist environmental loads, such as wind, and precludes ready removal or movement of the sign.

Pole Sign

Any freestanding sign, which is erected on a vertical framework consisting of one or more uprights supported by the ground. Structures enclosed in a visible pole cover called pylons are also considered pole signs.

Political Sign

A sign relating to a particular candidate for a partisan or nonpartisan office, or to a political proposition or measure.

Portable Sign

Any sign that is not permanently attached to or affixed to the ground, a building, an object, or other fixed structure. This term includes a message display affixed to or installed on a vehicle or other mobile unit, such as trailer, wheel, or skid.

Premises

Land together with any buildings or structures occupying it.

Projecting Sign

Any sign, except an awning sign or marquee sign, which projects perpendicularly from a building and which has one end attached to a building or other permanent structure.

Promotional Sign

Any temporary advertising items used to promote a business. Such items include banners, flags, pennants, streamers, balloons, inflatable signs, and any legal sign allowed by this article.

Real Estate Sign

Any onsite temporary sign pertaining to the sale or rental of property and the advertising of property only for the use(s) for which it is legally zoned.

Retaining Wall Sign

Any sign attached to a retaining wall.

Right-of-way

A parcel of land occupied or intended to be occupied by a street or alley. Where appropriate right-of-way may include other facilities and utilities, such as sidewalks, railroad crossings, electrical, communication, oil or gas, water or sanitary or storm sewer facilities, or for any other special use. The use of right of-way shall also include parkways and medians outside of pavement. The usage of the term "right-of-way" for land platting purposes shall mean that every right-of-way hereafter established and shown on a final plat is to be separate and distinct from the lots or parcels adjoining such right-of-way and not included within the dimensions or areas of such lots or parcels.

Roof Sign

A sign attached to or supported by the roof of a building that extends above the immediately adjacent roof line of the building or a sign that is wholly or partially above the roof line of a building.

Sail Banner

A self-supported wing, feather, blade, cone, or rectangular shaped flag mounted on a flexible pole.

Sight Visibility Triangle. (See Plano Thoroughfare Standards and Regulations

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Sign

Any structure that has a visual display visible from a public right-of-way and designed to identify, announce, direct or inform. A sign does not include graphics painted upon the side of a building or similarly affixed, except when such graphics include lettering or trademarks for the purpose of advertising.

Sign Administrator

The City Manager or his or her delegate with the authority to enforce this Ordinance.

Sign Clearance and Height Calculation

Sign clearance is calculated by measuring the smallest vertical distance between the grade of the adjacent street pavement or curb and the lowest point of the sign. Sign framework and embellishment are included in the measurement, and sign supports are excluded. Sign height is calculated by measuring the vertical distance above grade, street pavement or building facade to the highest point of the sign.

Sign Face

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

Sign Overlay District

Sign overlay district provides a means for regulating in a manner that incentivizes or encourages creativity in the design and display of signs or restricts signage in a unique area(s) of the city. Sign District standards may contain sign criteria which allow flexibility in height, type, placement and number of signs or that restrict such criteria. A list of current Overlay Districts is referenced in Article 11, and permissible sign allowances can be found in Section 22 of this zoning ordinance. Sign parameters for BG, Downtown Business/Government District are referenced in Section 10.8. Nonresidential Districts referenced in section Article 10.8 have their own Business/Government Sign allowances.

Sign Setback

The horizontal distance between a sign and the front or side property line, as measured from that part of the sign, including its extremities and supports nearest to any point on any imaginary vertical plane projecting vertically from the front or side property line.

Special Event Sign

See Temporary Signage allowed in conjunction with a Special Event Permit.

Temporary Signage

Any sign used to convey information about a specific land use or short-term event. These signs are not permanently affixed to the ground or buildings and are typically made from materials such as cloth, canvas, lightweight fabric, cardboard, wood, wallboard, metal, or other similar materials. They may or may not have frames and are designed to be exhibited for a brief, predetermined period or as stipulated in a use permit.

Temporary Directional Sign

Any temporary sign used to direct potential visitors to a legal business location or land use within the city limits of Plano.

Unified-lot Sign/Unified Development Sign

Any sign located on a premise consisting of 2 or more contiguous lots that the owners have agreed to treat as one lot for the limited purpose of providing shared signage and who have an agreement for such purposes approved by the Sign Administrator and the City Attorney.

Wall

Any exterior surface of a structure that has a slope of 60 degrees or more and is not a fence.

Wall Sign

Any sign, erected flush against an exterior wall, supported by the wall, and having the sign face parallel to the wall or painted directly onto a wall. Neon tubing attached directly to a wall surface shall be considered a 'wall sign' when forming a border for the subject matter, when directing attention to the subject matter, or when forming letters, logos, or pictorial designs.

Window Sign

A sign affixed to a window surface with the message legible and viewable from a public walkway or street.

22.201 Sign Area Calculations

The display surface area to be computed shall be based on the following standards:

The sign area shall include the entire area within a single continuous perimeter composed of squares or rectangles that enclose the extreme limits of all sign elements, including, but not limited to, sign structures or borders, written copy, logos, symbols, illustrations, and color. Supporting structures such as sign bases and columns are not included in sign area provided that they contain no lettering or graphics except for addresses or required tags.

- A. If two (2) or more signs share a single structure, each sign or panel may be measured separately for square footage purposes, except that the combined foot-age of such signs cannot exceed the total square footage allowed for the sign.
- B. For monument signs, the square footage shall be measured by the overall height and width of the sign, including the base.
- C. In the case of a pole sign, support columns are allowed to be deducted for actual support columns.
- D. Multifaced sign. In the event 2 or more signs share a single structure, each sign or panel may be considered separately for square footage purposes, except that the combined footage of such signs cannot exceed the total square footage allowed for the sign.
- E. For signs of irregular design, the display surface area shall be determined by computing the area formed by an envelope of squares and rectangles shall be formed by drawing straight lines which connect the adjacent extreme points of the display surface of adjacent panels, figures, characters, or delineations.
- F. Where a sign has two faces which are joined in a "V" shape forming an angle of more than 30 degrees but not to exceed 60 degrees or where such a sign contains three or more faces which are joined to form a polygon shape when viewed from above, the total display surface area of the sign may be increased by 150 percent of the allowable maximums as outlined in this subsection, provided that no one side of the sign exceeds 75 percent of the normal maximum size as set forth herein.
- G. The maximum display surface area of a double-faced sign as defined herein shall be calculated on the basis of only one sign face.
- H. The display surface area of a double-surface sign, when the two surfaces are greater than 36 inches apart and not joined to form a "V," as permitted above, shall be computed by adding together the square footage of each display surface. For signs over 25 feet in height the distance between the surfaces may be increased to 60 inches maximum.
- I. The space between modules in a module sign, as defined herein, shall not be counted.
- J. The display surface area of a fascia sign shall be calculated by adding together the individual display surface areas of the front and the larger side of the fascia sign.

22.300 GENERAL PROVISIONS

A. Exempt signs

- i. Signs located inside a building and which are not legible from outside the building including, but not limited to, signs located in covered mall buildings are exempt from all permit and regulatory requirements.
- ii. Exterior signage located on private property not easily legible from a public right-of-way is exempt.
- iii. Traffic or street signs, legal notices, railroad crossing signs, danger, and such warning or emergency signs required by law or consistent with the Texas Manual on Uniform Traffic Control Devices. (in the public right-of-way)

B. Signs Exempt from Permitting

The following signs are exempt from the permit requirement; however, such signs shall comply with all other ordinance requirements:

- i. Signs not exceeding 8 square feet in residential areas and 16 square feet in non-residential areas which are placed on-premises: that are for sale, rent, or lease;
 1. of a public, charitable, or religious organization;
 2. that are temporarily occupied by a developer or contractor;
 3. where significant, historic events occurred;
 4. where a garage sale is occurring;
 5. where a seasonal sale is occurring (such as a pumpkin patch or Christmas tree lot);
 6. where a special event is occurring pursuant to a City permit.
- ii. Political and noncommercial purpose signs on private property.
- iii. Copy change only for existing signs otherwise allowed under this ordinance.
- iv. Sign facings when replaced for the same existing commercial building sign.
- v. Replacement of letters on non-illuminated, existing wall sign with letters of the same shape and size.
- vi. Flags and flagpoles under twenty (20) feet in height provided that they comply with all other requirements of this ordinance.
- vii. Window Signs

C. Temporary Signs

i. All Temporary Signs

**Add in here setbacks or other general requirements for the signs in 2.A.1-7 above.

Required setbacks in residential and nonresidential areas shall be eight (8) feet from front property line, and signs are limited to one (1) per street front. In multifamily districts, temporary signs near individual units for sale or lease shall be allowed upon issuance of a certificate of occupancy for a period not to exceed one (1) year.

Signs placed off-premises in residential areas to announce an open house are limited to four (4) square feet with a maximum height of thirty (30) inches and may be placed on residential property with the consent of the owner. Off-premises open house signs will only be allowed from 9:00 a.m. on Saturday to 6:00 p.m. on the following Sunday in the same weekend. Off-site open house signs shall not be displayed on weekdays.

ii. Political signs/noncommercial purpose signs

1. Political and noncommercial purpose signs thirty-six (36) square feet or less are allowed on private property with the consent of the property owner.
2. Notwithstanding subsection 6-487(7) herein and pursuant to V.T.C.A. Election Code, § 61.003, political and noncommercial signs are prohibited on public property except as follows:
 - a. Except where otherwise prohibited by state law or this article, political and noncommercial signs may be placed on city owned or controlled property being used as an active polling place only as follows:
 - b. No more than five (5) signs per candidate, committee, issue, proposition or measure may be placed at each active polling place; and
 - c. No sign shall exceed four (4) square feet in size; and
 - d. Signs shall be setback from a demarcated area as designated by the chief Sign Administrator or his/her designee. The setback shall be approximately eight (8) feet from the property lines of the active polling location except where the chief Sign Administrator modifies the distance requirement to prevent obstruction of ingress and egress; and
 - e. Signs may be displayed at active polling places no earlier than one (1) day prior to the first day of voting at each polling place and must be removed within three (3) days following the last day of voting at each polling place for each primary, general and special election; and
 - f. Signs are prohibited in the rights-of-way at all times.
 3. City staff may remove and dispose of any sign placed on public property or within the rights-of-way in violation of this section

iii. Banners

A temporary banner is allowed and shall be securely attached to the building face. One (1) banner may be displayed on each elevation of the building, with a maximum of two (2) per building or tenant space. Each business shall be allowed three (3) banner permits per calendar year, and each permit shall be good for a maximum of six (6) weeks. Banners shall be kept in good repair and remain firmly anchored or secured. Commercial banners are prohibited in single-family residential districts.

iv. Promotional Signage

1. Promotional signage is allowed for two (2), two-week periods each calendar year per legal business. A two-week period will commence on the first day promotional signage is displayed. The two (2), two-week periods shall not occur in the same or

consecutive months. A legal business shall include any commercial, industrial, or institutional use for which the building inspection department has issued a certificate of occupancy. In the case of a special promotion for a grand opening celebration, one (1) period may be extended to a three-week period provided the promotion commences within the first three (3) months of the date of issuance of a certificate of occupancy, and the grand opening is limited to the address noted on the certificate of occupancy.

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2. Promotional signage may include banners, sail banners, flags, pennants, streamers, balloons, inflatable signs, and any legal signs allowed by this article. Any device, except sail banners, described as promotional signage shall not exceed an overall height of thirty-five (35) feet.
3. A separate permit is required for each two-week period promotional signage will be used. If any device described as promotional signage in the above paragraph is installed prior to issuance of a permit, and investigation fee will be assessed in addition to the permit fee.
4. Promotional signage shall be contained on the property of the legal business and shall not extend into the city right-of-way. Signage shall not be located in any sight visibility triangle nor shall any combustible materials be placed in contact with lighted signs or any electrical fixtures.

v. Special Event Signage

1. Special event signage shall be reviewed as part of the overall special event permit as set out in [section 11-311](#) of [chapter 11](#), Licenses and building regulations of this Code, and shall be limited to the following:
 - a. Promotional signage shall be allowed as authorized by the special event permit, and shall be (1) placed only upon the property holding the event; (2) placed no earlier than fourteen (14) days prior to the event and removed within twenty-four (24) hours after the event; and (3) Limited to one freestanding sign with a maximum surface area of one hundred (100) square feet and fifteen (15) feet in height.
 - b. Temporary directional signs shall be allowed in the public right-of-way adjacent to a special event route as authorized by the special event permit, and shall be: (1) Placed only along the event route of a special event occurring in the adjacent right-of-way; (2) Placed no earlier than twenty-four (24) hours prior to the event and removed within twenty-four (24) hours after the event; (3) Limited to freestanding signs with a maximum size of 18 inches by 24 inches (18" x 24"). The special event permit shall specify the maximum number of signs allowed according to event size; (4) Limited to directing participants along the event route; and prohibit from being attached to any pole, public building, or other structure; advertising the event; or directing the public to or from the event site.

vi. Construction fencing

During periods of new construction, renovations, or other alterations that do not involve building occupancy and where the construction site is fenced, the screening affixed to the fence can display images or text. However, the text and numbers should not exceed the greater of the following: (a) 120 sq. ft. on each street frontage; or (b) 20 percent of the area of the screening on a construction fence along each street frontage.

D. Additional Regulations for sail signs

All provisions of section 22.300 E shall apply to sail signs. The following additional regulations shall also apply to sail signs:

- i. Height and width restrictions. A sail shall have a maximum height of eighteen (18) feet, and a maximum width (at its widest point) of three (3) feet.
- ii. Number. Two (2) sail banners are allowed per legal business for a single-tenant property. For a multi-tenant property, two (2) sail banners are allowed at any time. Tenants

in a multi-tenant property shall be required to obtain the signature of the building's manager or owner as a joint applicant.

- iii. Spacing requirements. Sail banners placed along contiguous street frontage must be spaced a minimum of thirty (30) feet apart.
- iv. Sign placement plan. A sign placement plan indicating sail banner locations on the property shall be submitted with each permit application.
- v. Setback. Sail banners shall have a minimum setback of ten (10) feet from the back of the curb.

E. Prohibited Signs

Except as otherwise expressly allowed by this ordinance or as otherwise expressly allowed herein, of the City of Plano Code of Ordinances, the following signs and conditions are prohibited:

- i. Signs displaying materials determined to be obscene by a court of law or prohibited by law, subject to the appeal and judicial review proceedings provided for in this ordinance.
- ii. Signs placed in any location that will obstruct the view of any authorized traffic sign, signal, or other traffic control device by vehicular or pedestrian traffic. No sign shall be erected which, because of shape, color, size, design, or position, would be reasonably likely to create confusion with, or to interfere with any traffic signal or device. Further, no sign shall be placed in a location that will obstruct vision of a vehicle operator while entering, exiting, or traveling upon the public right-of-way.
- iii. Signs that prevent or inhibit free ingress to or egress from any door, window, or any exit way required by the Building Code of the City of Plano or by Fire Department regulations.
- iv. A-frame and sandwich board signs unless otherwise allowed by this ordinance.
- v. Signs that are animated by any means not providing constant illumination. Signs which rotate or emit audible sound or moveable graphics. No sign shall be illuminated to such intensity or in such a manner that causes a glare or brightness to a degree that it constitutes a hazard or nuisance to vehicular traffic, pedestrians, or adjacent properties. All signs must comply with Code of Ordinance lighting standards.
- vi. Signs located on public property including, but not limited to, signs attached to any public utility pole or structure, streetlight, tree, fence, fire hydrant, bridge, curb, sidewalk, park bench, or other location on public property. A government entity with jurisdiction over or ownership of the public property, however, may place a sign on the public property described above if the sign is not legible from the right-of-way. Signs located in the Downtown Business/Government district may be erected over the public sidewalk provided the sign projects no more than one foot from the edge the sidewalk and provided the clearance between the bottom of the sign and the sidewalk below is a minimum of 7 feet.

- vii. Signs erected on or over public property or in the right-of-way of any thoroughfare within the City of Plano, unless the same is erected by the city or with the permission of the city for public purposes or as authorized by special event permit pursuant to this code.
- viii. Private temporary directional sign(s) within the City of Plano on any public right-of-way of any major or minor thoroughfare (street designated as Type A, B, C, D, E, F, or G in the City of Plano Thoroughfare Plan). The Sign Administrator may impound all signs in violation of this section.
- ix. Roof signs.
- x. Billboard signs.
- xi. Signs attached to a standpipe or fire escape.
- xii. Searchlights.
- xiii. Signs, papers, or other material, or paint, stencil, or write any name, number (except house numbers), or otherwise mark on any private sidewalk, curb, gutter, street, utility pole, public building, or structure, except as otherwise allowed by this article.
- xiv. Portable signs, including those on vehicles where the intent is to use the vehicle as advertising. This provision does not restrict identification signs on vehicles or other signs attached to vehicles, which are legally licensed and operated upon public streets.
- xv. Balloons, flags, pennants, or other floating or inflatable signs or devices anchored to the ground or to any other structure, except, as allowed under the provisions of this article.
- xvi. No person shall place on or suspend from any building, light fixture, pole structure, sidewalk, parkway, driveway, or parking area any goods, wares, merchandise, or other object or structure for the purpose of advertising such items other than a sign, as defined, regulated, and prescribed by these regulations.
- xvii. Abandoned or dilapidated or deteriorated signs.
- xviii. Offsite/premise signs (except as allowed in subsection 3.1503.5.i of the City of Plano Comprehensive Zoning Ordinance).

F. Sign Permit Required

Except as otherwise exempted, no sign shall be erected, replaced, altered, or relocated within the City of Plano without securing a permit from the Sign Administrator. The sign permit may apply to more than one sign but shall apply to only one applicant and one location.

G. Permission of Property Owner

No person shall erect, construct, or maintain any sign upon any property or building without the consent of the owner, the person entitled to possession of the property or building, if any, or

their authorized representative.

H. Application and Permit Requirements

i. Fees, Forms, and Procedures

1. City Council separately establishes a schedule of fees as required to recoup costs related to the administration of this ordinance.
2. The Chief Sign Administrator may establish procedures, forms, and standards with regard to an application and permit requirements for clarity and consistency of operations.

ii. Required Information

To obtain a permit, the applicant shall first file a written application for permit on a form furnished by the Building Inspections Department. Every such application shall contain the following information:

1. Sign Type
2. Name, address, and telephone number of the applicant.
3. Name, address, and telephone number of the owner of the property on which the sign will be located.
4. Name, address, and telephone number of person or firm erecting the sign.
5. A description of the work to be covered by the permit.
6. Location of the building, structure, or lot upon which the sign is to be attached or erected.
7. State the valuation of proposed work.
8. The signature of the owner of the property on which the sign will be located or his authorized agent.
9. Name of business for which the sign application has been made.

I. Plans and Specifications

Scaled plans or dimensional sign detail shall be submitted by the applicant in duplicate with each application for a permit and contain the following information:

- i. Drawing of sign(s). Information about the content of the sign is not required, but sufficient information must be provided to allow evaluation under this Chapter.
- ii. Elevation plan of the building showing the proposed sign on the building, the length of the elevation, and any other existing signs on the elevation along with the dimensions of such signs.
- iii. Site plan indicating street frontage, property lines, sight visibility triangles, proposed and existing rights-of-way, location of sign on property, relationship of proposed sign to ingress and egress points, and relationship of proposed sign to any other signs within a 60-foot spacing of the proposed sign.

J. Issuance

i. Review

The application, plans, specifications, computations, and other data filed by an applicant for permit shall be reviewed by the Sign Administrator. Such plans may be reviewed by other departments of the city to verify compliance with any applicable laws under their jurisdiction. If the Sign Administrator finds that the work described in the application for a permit and the plans, specifications, and other data filed therewith conform to the requirements of this article and other pertinent laws and

ordinances, and that the fees specified in the fee schedule have been paid, a permit shall be issued to the applicant.

ii. Approved Plans

When the Sign Administrator issues the permit where plans are required, the plans and specifications shall be endorsed in writing or stamped "Approved." Such approved plans and specifications shall not be changed, modified, or altered without authorization from the Sign Administrator, and all work shall be done in accordance with the approved plans.

iii. Validity of Permit

The issuance of a sign permit or approval of plans, specifications, and computations shall not be construed to allow any violation of any of the provisions of this article or of any other ordinance of the City of Plano. No permit presuming to give authority to violate or cancel the provisions of the ordinances of the City of Plano shall be valid. If the work authorized by a permit issued under this article has not been commenced within 180 days after the date of issuance, the permit shall become null and void.

iv. Suspension or Revocation

The Sign Administrator may, in writing, suspend or revoke a permit under the provisions of this article whenever the permit is issued in error or on the basis of incorrect information supplied, or in violation of this article or any other law. Such suspension or revocation shall be effective when communicated by the Sign Administrator or his delegatee, in writing, to the person to whom the permit was issued, the owner of the sign, or the owner of the premises upon which the sign is located. Any signs installed under a revoked permit shall be removed by the permit holder, sign owner, or property owner within 10 days of written notice of the revocation.

v. Certificate of Occupancy Required

A business shall obtain or be in the process of obtaining a Certificate of Occupancy prior to the issuance of any sign permit.

vi. Prohibition on Use by Others

A sign permit is solely for the use of the holder and its successors to the business for which the permit was obtained, and cannot be sold, traded, exchanged, or otherwise used by another person.

K. Inspections

i. General

All signs for which a permit is required shall be subject to inspection by the Building Inspections Department. It shall be the duty of the permit applicant to cause the work to be accessible and exposed for inspection purposes. The city shall not be liable for expense entailed in the removal or replacement of any material required to allow inspection. The permit and approved plans are to be available and accessible at the job site for all inspections.

ii. Inspection Requests

It shall be the duty of the person doing the work authorized by a permit to notify the Building Inspections Department that such work is ready for inspection.

iii. Approval Required

No work shall be done on any part of the structure beyond the point indicated in each successive

inspection without first obtaining the approval of the Sign Administrator. Such approval shall be given only after an inspection shall have been made of each successive step in the construction.

iv. Signs Requiring Electrical Inspection

1. The conductors and equipment on all signs shall comply with the currently adopted versions of the National Electrical Code. All secondary transformed power shall be self-contained within the sign structure, or individual letters or parts of the signage shall be connected back to the transformer or J-box with listed raceways and fittings, and the transformer must be in a covered box.
2. Both channel and letters must contain weep holes to drain water, each hole shall not be larger than one-half inch, nor smaller than 0.25-inch. No combustible materials other than approved plastics shall be used in the construction of any sign containing electrical wiring.

v. Noncompliance with Inspection Requirements

Contractors who fail to comply with the inspection requirements of this article are subject to having their registration revoked and will not be able to obtain permits within the City of Plano. Persons knowingly installing a sign and connecting it to power sources that have not been permitted and inspected are subject to the same penalty.

L. Prosecution of Violations under Existing Ordinances

Prosecution for violations incurred prior to the repeal or amendment of portions of this article relating to said violation may proceed in all respects as if this ordinance had not been amended or repealed. (Crosscheck with article 5)

M. Violations

- i. A person is responsible for a violation of this ordinance if the person is:
 1. The permit holder, owner, agent, or person having the beneficial use of the sign,
 2. The owner of the land or structure on which the sign is located, or
 3. The person in charge of erecting the sign.
- ii. It shall be unlawful for any person to erect, replace, alter, or relocate any sign within the city of Plano, or cause the same to be done, without first obtaining a permit to do so from the Sign Administrator of the City of Plano, except where the sign is exempt or does not require a permit under this ordinance.
- iii. It shall be unlawful for any person to use, maintain, or otherwise allow the continued existence of any sign for which the required permit was not obtained.
- iv. It shall be unlawful for any person to install, construct, or display a prohibited sign, as defined herein.
- v. It shall be unlawful for any person to install, construct or display any sign in violation of the provisions of this ordinance within the City of Plano.

N. Nonconforming Signs

i. Nonconforming Signs

Any sign legally existing on the effective date of this ordinance but which does not comply with the regulations of this ordinance, shall be deemed to be a nonconforming sign under the provisions of this ordinance. Subject to the provisions of this article, signs for a nonconforming use, as defined in the Comprehensive Zoning Ordinance of the City of Plano, are allowed.

ii. Moving, Relocating, or Altering of Signs

No nonconforming sign shall be moved, altered, dismantled, removed and reinstalled, or replaced unless it is brought into compliance with the requirements of this ordinance.

iii. Change in Use or Occupant of Structure

Any nonconforming sign on a commercial building may continue to be utilized as long as the occupant within the structure remains the same. When a use changes, all signs serving that use shall be brought into conformance with the provisions of this Section.

iv. Destroyed Signs

A sign is destroyed if the cost of repairing the sign is more than 60% of the cost of erecting a new sign of the same type at the same location. A nonconforming sign that is destroyed must be removed. Any repairs to a nonconforming sign that is not destroyed but has become dilapidated or deteriorated shall not alter the size, materials, or function of the sign.

O. Illegal Signs

Illegal signs are those which do not meet the requirements of this ordinance.

P. Maintenance of Signs

i. Maintenance

Each sign shall be maintained in a safe, presentable, and good condition. Maintenance

shall not include altering the basic copy, design, or structure of the sign. No person shall keep or permit to be kept on any premises owned or controlled by him or her any sign that is not adequately maintained. The Sign Administrator is charged with determining the adequacy of the sign maintenance.

ii. Dilapidated or Deteriorated Signs

No person shall keep or permit to be kept on any premises owned or controlled by him or her any sign which is in a dilapidated or deteriorated condition as defined herein. Upon notice of violation, any such sign shall be promptly removed or repaired by the owner of the sign or the owner of the premises upon which the sign is located in accordance with the enforcement provisions set forth in this article. A nonconforming sign that has been destroyed as defined herein is not dilapidated or deteriorated and shall not be repaired.

iii. Destroyed Signs

No person shall keep or permit to be kept on any premises owned or controlled by him or her any sign which is destroyed as defined herein. Such sign must be promptly removed or repaired. A nonconforming sign that has been destroyed must be removed.

Q. Enforcement

i. Authority

The Sign Administrator, or his respective designee(s), any peace officer, and any code enforcement officer is hereby authorized to issue a citation and to order the remediation, repair or removal of any dilapidated, deteriorated, destroyed, abandoned, illegal, obsolete, or prohibited signs located on property within the corporate city limits of Plano, in accordance with the enforcement mechanisms set forth in this Section.

Any abandoned sign shall be remediated or removed from the premises within 30 calendar days of receiving notice of violation. The sign shall be remediated or removed by the owner, occupant, or person in control of the property on which the sign is located.

ii. Notice of Violation

Those authorized above may issue a notice of violation to the owner of the sign or to the owner, occupant, or person in control of the property on which the sign is located. When the sign poses an immediate or imminent threat to public safety because of the condition of the sign it may be removed by public safety officials without notice.

1. Contents of “Notice of Violation” - The notice of violation must contain:

- a.** Name of the owner, occupant, manager, or other person in control of the property.
- b.** Street address sufficient to identify the property on which the alleged violation occurred.
- c.** Description of alleged violation and reference to the portion of this article that has been violated.
- d.** Statement of the action required to correct the violation and a deadline for completing the corrective action.
- e.** Statement that failure to take the corrective action within the time specified may result in (1) a criminal penalty not exceeding \$2,000 per day for each violation and (2) the city filing a civil action against owner seeking injunctive relief and/or

civil penalties up to \$1,000 per day for each violation.

f. Statement informing recipient of their right to appeal the decision of the Sign Administrator to the Board of Adjustment in accordance with Article 5.

2. Service of Notice of Violation

The Sign Administrator, or his respective designee(s), any peace officer, and any code enforcement officer shall serve a written notice of violation on the owner of the sign or the owner, occupant, or person in control of the property on which the sign is located for sign violations on private property within the corporate limits of the City of Plano. The notice of violation should be served by either hand delivery or by certified mail, return receipt requested. Service by certified mail shall be effective 3 days after the date of mailing.

3. Notice Not Prerequisite to Issuance/Enforcement of Citation

Citations shall be issued and enforced pursuant to this article independent of any required notice provisions. It shall not be a prerequisite to enforcement of any citation issued pursuant to this article that notice of violation was served on any party.

4. Notice Not Required

Notice of violation shall not be required under this article if a sign is placed in or upon any public or city-owned property. Signs placed on public or city owned property within the corporate limits of the City of Plano in violation of the law may be removed and disposed of immediately without notice to interested parties. Notice of violation shall not be required in an emergency situation for which the threat to public safety is imminent and immediate because of the condition of the sign.

iii. Enforcement Remedies (Cross reference needed)

1. Criminal Penalties

May be imposed as indicated in the City of Plano Code of Ordinances Section 1-4(a)

2. Civil Remedies

The City may file a civil action to enforce the requirements of this ordinance pursuant to any applicable law.

3. Emergency Removal of Sign

The City may remove a sign from private property which the Sign Administrator finds to be an immediate and imminent threat to the public safety because of its dilapidated, deteriorated, or structural condition. The notice of violation provisions found in this article shall not apply to emergency removal of a sign. If an emergency removal is required, within five (5) business days of the removal, the official shall notify in writing the owner of the sign, if known, and property owner where the sign was found of the grounds for removal. If impounded, the official shall notify in writing the owner of the sign, if known, and property owner of the process for retrieval. Notice to the owner is not a prerequisite to the removal of the sign.

4. Remedies Cumulative

All of the City's legal remedies authorized under this article are cumulative unless otherwise expressly provided. Accordingly, the City's filing of a criminal action shall not prevent the City from pursuing a civil, administrative or other action for violation of this article.

R. Flags and Flagpoles

- A. Flagpoles shall be limited to a maximum height of fifty (50) Feet outside of the downtown sign district.
- B. Outside of the downtown sign district, a single flag which shows an emblem or logo of a firm or corporation is allowed on the premises of the firm or corporation when it is erected on a freestanding flagpole with a minimum setback of eight (8) feet behind the property line. In addition to flags, emblems, and insignia of any governmental body and decorative displays for holidays or public demonstrations which do not contain advertising and are used as such are allowed. Maximum height shall not exceed fifty (50) feet.

S. Overlay Districts/Planned Developments/Heritage Resource District

Signs within an overlay district, planned development, Heritage Resource District shall be regulated by the ordinance regulating signs located within the relevant district.

22.400 DESIGN AND CONSTRUCTION SPECIFICATIONS

No sign shall be permitted or allowed in Non-Residential and Residential Districts unless it meets the following standards.

A. Design and Construction Specifications

i. Attached Signage

1. Awning / Canopy Sign

LOCATION	<ul style="list-style-type: none">• A business shall obtain or be in the process of obtaining a Certificate of Occupancy prior to the issuance of any sign permit. The name of the business shall coincide with the sign to be displayed.• The supporting structure may not extend into or over the street right-of-way.	
MAXIMUM SIGN AREA	Based on the overall allowable area for wall signs. 2 times the linear feet or 40 square feet, whichever is greater; 75% maximum coverage of the linear face front. (see vehicular canopy sign requirements)	
MAXIMUM HEIGHT	Six feet (6') from base of awning.	
MINIMUM CLEAR-ANCE	Eight feet (8') in height above sidewalk or walkway.	
DESIGN	<ul style="list-style-type: none">• Canvas, metal, wood, or other material approved by the Administrative Official.• The awning shall be secured to the building and may not move in any manner.	
PERMIT REQUIRED	Yes	
FEES	Per current adopted Fee Schedule.	

2. Hanging Sign

LOCATION	<ul style="list-style-type: none"> A business shall obtain or be in the process of obtaining a Certificate of Occupancy prior to the issuance of any sign permit. The name of the business shall coincide with the sign to be displayed. Shall be located in the visual path of pedestrians, under covered walkways within a development.
MAXIMUM TOTAL SIGN AREA	Three square feet (3 sq. ft.).
MAXIMUM HEIGHT	Eighteen inches (18").
MINIMUM CLEARANCE	Eight feet (8') above sidewalk or walkway.
MAXIMUM NUMBER OF SIGNS	One (1) per tenant per elevation.
DESIGN	The upper edge of a blade sign shall not extend vertically above the eave line of a structure.
LIGHTING	Hanging signs shall not be illuminated.
SUPPORT	<ul style="list-style-type: none"> Canvas, metal, wood, or other material approved by the Administrative Official. The awning shall be supported from the top edge of the sign in an approved manner
PERMIT REQUIRED	Yes
FEES	Per current adopted Fee Schedule.



3. Canopy Sign (Vehicular)

LOCATION	<ul style="list-style-type: none"> A business shall obtain or be in the process of obtaining a Certificate of Occupancy prior to the issuance of any sign permit. The name of the business shall coincide with the sign to be displayed. Shall be attached to the face of the canopy band that is parallel to a public street. Shall not project more than twelve inches (12") from said band, and shall not project above, below, or beyond the edge of said band.
MAXIMUM SIGN AREA	Twenty-five square feet (25 sq. ft.) or ten percent (10%) of the face of the canopy of which it is a part of or to which it is attached, whichever is greater.
MAXIMUM HEIGHT	Six Feet (6')



3. Canopy Sign (Vehicular)

MAXIMUM NUMBER OF SIGNS	One (1) per public street frontage.
DESIGN	Shall only contain the name and/or logo of the company.
CANOPY BANDING	An illuminated stripe may be incorporated into a canopy. The stripe may extend along the entire length of the face of the canopy. The width or thickness of the stripe shall be limited to one-third of the vertical dimension of the face of the canopy
PERMIT REQUIRED	Yes
FEES	Per current adopted Fee Schedule.

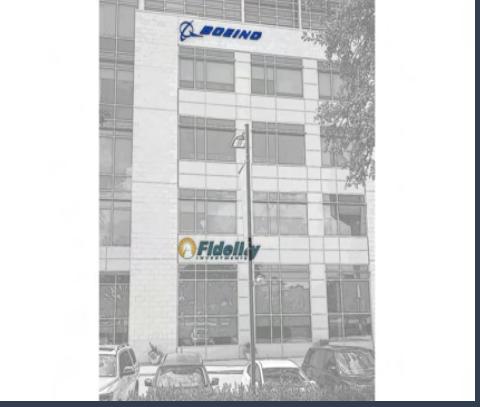
4. Projecting Sign

LOCATION	<ul style="list-style-type: none">A business shall obtain or be in the process of obtaining a Certificate of Occupancy prior to the issuance of any sign permit. The name of the business shall coincide with the sign to be displayed.The horizontal portion of any projecting sign shall not be more than 6 feet in length measured from the building face and shall not be closer than 2 feet from the back of the curb line.	
MAXIMUM TOTAL SIGN AREA	<ul style="list-style-type: none">Based on the overall allowable for all wall signs. 2 times the linear feet or 40 square feet, whichever is greater; 75% maximum coverage of the linear face front. (see vehicular canopy sign requirements)	
MINIMUM CLEAR-ANCE	Eight feet (8') above sidewalk or walkway.	
MAXIMUM HEIGHT	Four feet (4)	
LIGHTING	All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit.	
SUPPORT	Shall be supported from the side edge of the sign in an approved manner.	
PERMIT REQUIRED	Yes	
FEES	Per current adopted Fee Schedule.	

5. Wall Sign

LOCATION	<ul style="list-style-type: none"> A business shall obtain or be in the process of obtaining a Certificate of Occupancy prior to the issuance of any sign permit. The name of the business shall coincide with the sign to be displayed. 	
MAXIMUM SIGN AREA	<ul style="list-style-type: none"> The total allowable wall sign area on each face fronting a street, shall not exceed forty square feet (40 sq. ft.) or 2 times the lineal footage of the wall area of the front face, whichever is greater. The maximum allowable coverage of any one face is 75 percent of the linear face front. In no instance, shall a Wall Sign exceed the maximum height limitations noted in the Maximum Height section below. Tenants within a strip center: Shall be measured by the size of the façade of the tenant space. 	<i>Temporary - Not Final</i>
MAXIMUM HEIGHT	Walls signs are allowed to project a maximum of 4 feet above the wall or parapet to which they are attached.	
MINIMUM CLEARANCE	<ul style="list-style-type: none"> Eight feet (8') above sidewalk, walkway, or street. A wall sign shall not project more than 30 inches from the wall surface. 	
MAXIMUM NUMBER OF SIGNS	Unlimited, however, the individual sign heights may not exceed what is allowed in above and the total combined area cannot exceed what is allowed in above.	
LIGHTING	<ul style="list-style-type: none"> Wall signs may be illuminated; however, illuminated wall signs on rear buildings facades shall be prohibited unless facing a nonresidential zoning district. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in 22.300.4. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. Wall signs shall not be electronic sign type. See definitions digital display, electronic message boards, changeable electronic variable message. 	
PERMIT REQUIRED	Yes	
FEES	Per current adopted Fee Schedule.	

6. Multistory Building Wall Sign

LOCATION	<ul style="list-style-type: none"> A business shall obtain or be in the process of obtaining a Certificate of Occupancy prior to the issuance of any sign permit. The name of the business shall coincide with the sign to be displayed. Multistory building wall signs shall not be required to be placed above a tenant's lease space. 	
MAXIMUM SIGN AREA	<ul style="list-style-type: none"> The total allowable wall sign area on each face fronting a street, shall not exceed forty square feet (40 sq. ft.) or 2 times the lineal footage of the wall area of the front face, whichever is greater. The maximum allowable coverage of any one face is 75 percent of the linear face front. A multistory building wall sign allowable shall not exceed 250 square feet. Multistory building wall signs shall be limited to 3 signs per elevation. In no instance, shall a Wall Sign exceed the maximum height limitations noted in the Maximum Height section below. Signs may be located on the face of the building in either a horizontal or vertical direction. A multistory building wall sign shall not project more than 12 inches from the wall surface. 	
MAXIMUM HEIGHT	Multistory building wall signs shall not extend above the wall to which they are attached.	
MAXIMUM NUMBER OF SIGNS	Unlimited, however, the individual sign heights may not exceed what is allowed in above and the total combined area cannot exceed what is allowed in above.	
LIGHTING	<ul style="list-style-type: none"> Wall signs may be illuminated; however, illuminated wall signs on rear buildings facades shall be prohibited unless facing a nonresidential zoning district. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in 22.300.4. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. Wall signs shall not be electronic sign type. See definitions digital display, electronic message boards, changeable electronic variable message. 	
PERMIT REQUIRED	Yes	
FEES	Per current adopted Fee Schedule.	

7. Window Sign

LOCATION	<ul style="list-style-type: none"> Allowed with nonresidential uses for which a Certificate of Occupancy has been issued. Shall be affixed to any surface of a window (interior or exterior) or within three feet (3') of the interior window glazing. 	
MAXIMUM TOTAL SIGN AREA	Based on the overall allowable for wall signs. 2 times the linear feet or 40 square feet, whichever is greater; 25% of the total window area per façade/elevation per tenant.	
LIGHTING	<ul style="list-style-type: none"> Illuminated window signs shall not be allowed within three feet (3') of the interior window glazing with the exception of open/closed signs. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. Illuminated window signs shall not be allowed within three feet (3') of the interior window glazing with the exception of open/closed signs. 	
PERMIT REQUIRED	No	
FEES	None	

i. Freestanding Signs

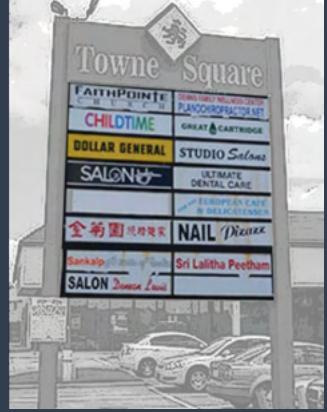
1. Monument Sign

LOCATION	<ul style="list-style-type: none"> Single Tenant Monument Sign: Commercial building sign permitted when a Certificate of Occupancy has been issued. Multi-Tenant Monument Sign: Multitenant sign permitted when more than one Certificate of Occupancy has been issued on a lot. 	 
MAXIMUM TOTAL SIGN AREA	<ul style="list-style-type: none"> Single Tenant Monument Sign: Ninety square feet (90 sq. ft.) Multi-Tenant Monument Sign: One hundred fifty square feet (150 sq. ft.) 	
MAXIMUM TOTAL SIGN AREA FOR PROPERTIES FRONTING US HWY. 75	<ul style="list-style-type: none"> Single Tenant Monument Sign: One hundred square feet (100 sq. ft.) Multi-Tenant Monument Sign: Two hundred twenty-five square feet (225 sq. ft.). Maximum copy shall be limited to 150 square feet with a base area of 75 square feet. 	
MINIMUM BASE SIZE	Twelve inches (12")	
MAXIMUM HEIGHT	<ul style="list-style-type: none"> Single Tenant Monument Sign: Ten feet (10') Multi-Tenant Monument Sign: Ten feet (10') 	
MAXIMUM HEIGHT FOR PROPERTIES FRONTING US HWY 75	<ul style="list-style-type: none"> Single Tenant Monument Sign: Ten feet (10') Multi-Tenant Monument Sign: Ten feet (10') 	
MAXIMUM NUMBER OF SIGNS	<ul style="list-style-type: none"> Single Tenant/Multi-Tenant Monument Sign: One (1) per street frontage per lot. 	
MINIMUM SETBACK	<ul style="list-style-type: none"> Single Tenant Monument Sign: Eight feet (8) front property setback. Thirty feet (30) adjoining property setback. Sixty feet (60) setback from any other freestanding sign. Multi-Tenant Monument Sign: Eight feet (8) front property setback. Thirty feet (30) adjoining property setback. Sixty feet (60) setback from any other freestanding sign. 	

1. Monument Sign

MINIMUM SETBACK FOR PROPERTIES FRONTING US HWY. 75	<ul style="list-style-type: none"> Single Tenant Monument Sign: Thirty feet (30) front property setback. Thirty feet (30) adjoining property setback. Sixty feet (60) setback from any other freestanding sign. Multi-Tenant Monument Sign: Thirty feet (30) front property setback. Thirty feet (30) adjoining property setback. Sixty feet (60) setback from any other freestanding sign.
DESIGN	Signs shall be constructed of materials that are not subject to deterioration when exposed to the weather and when internally illuminated must be constructed of noncombustible materials or approved plastics.
LIGHTING	<ul style="list-style-type: none"> No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in 22.300. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance.
PERMITTING STIPULATION	Engineer sealed plans for the foundation of the structure is required with permit submittal for a monument sign. Engineer sealed plans for the entire structure is required with permit submittal for a monument sign in excess of eight feet (8') in height.
PERMIT REQUIRED	Yes
FEES	Per current adopted Fee Schedule.

2. Pole Sign

LOCATION	<ul style="list-style-type: none"> Commercial building sign permitted when a Certificate of Occupancy has been issued. Single tenant properties shall be limited to one freestanding sign per street front. Multi-Tenant Pole Sign: Multitenant sign permitted when more than one Certificate of Occupancy has been issued on a lot. 	 
MAXIMUM SIGN AREA	<ul style="list-style-type: none"> Single-Tenant Pole Signs - One hundred square feet (100 sq. ft.). Multi-Tenant Pole Signs – One hundred fifty square feet (150 sq. ft.) 	
MAXIMUM HEIGHT	Twenty feet (20').	
MAXIMUM HEIGHT PROPERTIES FRONTING US HWY. 75	Forty feet (40')	
MINIMUM SETBACK	Eight feet (8) front property setback. Thirty feet (30) adjoining property setback. Sixty feet (60) setback from any other freestanding sign.	
MINIMUM SETBACK FOR PROPERTIES FRONTING US HWY. 75	Thirty feet (30) front property setback. Thirty feet (30) adjoining property setback. Sixty feet (60) setback from any other freestanding sign.	
DESIGN	Pole signs shall be constructed of materials that are not subject to deterioration when exposed to weather. Internally illuminated signs must be constructed of noncombustible material or approved plastics.	

2. Pole Sign

LIGHTING

- No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in this Article.
- All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit.
- All illumination shall comply with the City of Plano illumination ordinance.

PERMIT REQUIRED

Yes

FEES

Per the current adopted Fee Schedule.

3. Unified Development Sign (may need different picture)

LOCATION	<ul style="list-style-type: none">• Unified-lot signs may be erected in nonresidential zoning districts and shall comply with restrictions for freestanding signs.
	<ul style="list-style-type: none">• Unified lot signs may be placed on, a premise consisting of two or more contiguous lots where each lot owner has entered into a binding agreement to treat their separate lots as one lot for the limited purpose of signage. The agreement shall contain a legal description of the properties subject to the agreement; the agreement is a covenant running with the land to be filed and made a part of the Deed Records of Collin or Denton County, Texas; and that the agreement cannot be amended or terminated without the consent of the Sign Administrator. A unified-lot sign agreement shall not be effective until a true and correct copy of the approved agreement is filed in the Deed Records of the applicable county and a file-marked copy is filed with the Sign Administrator.
MAXIMUM SIGN AREA	Unified lot signs must comply with the regulations associated with Multi-Tenant Monument Sign requirements noted in section (1) for Freestanding Signs.
PERMIT REQUIRED	Yes
FEES	Per the current adopted Fee Schedule.

4. Identification Sign

LOCATION	<ul style="list-style-type: none"> Permitted in conjunction with nonresidential uses for which a Certificate of Occupancy has been issued. One sign per street front. 	
MAXIMUM SIGN AREA – MONUMENT SIGN	One hundred-fifty square feet (150')	
MAXIMUM HEIGHT – MONUMENT SIGN	Ten feet (10')	
MAXIMUM SIGN AREA - POLE SIGNS	One hundred square feet (100 sq. ft.).	
MAXIMUM HEIGHT - POLE SIGNS	Twenty feet (20').	
MAXIMUM HEIGHT PROPERTIES FRONT-ING US HWY. 75 - POLE SIGNS	Forty feet (40')	
MINIMUM SETBACK	Eight feet (8) front property setback. Thirty feet (30) adjoining property setback. Sixty feet (60) setback from any other freestanding sign.	
DESIGN	Signs shall be constructed of materials that are not subject to deterioration when exposed to weather. Internally illuminated signs must be constructed of noncombustible material or approved plastics.	
LIGHTING	<ul style="list-style-type: none"> No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in 22.300.4. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. 	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

5. Incidental Sign

LOCATION	<ul style="list-style-type: none"> Permitted in conjunction with nonresidential uses for which a Certificate of Occupancy has been issued.
MAXIMUM SIGN AREA	Signs not visible beyond the boundaries of the lot or series of contiguous lots under the same ownership on which they are located or that are not visible from any public right of way are not limited in size.
MAXIMUM SIGN AREA-VISIBLE	<ul style="list-style-type: none"> Directory Signs – Maximum 40 Square feet (40) Directional/vehicular signs – Maximum 8 square feet (8)
MAXIMUM HEIGHT	<ul style="list-style-type: none"> Directory Signs – Maximum height 15 feet (15) Directional/vehicular signs – Maximum height 30 inches (30)
MINIMUM SETBACK	<ul style="list-style-type: none"> Sixty feet (60) from any other freestanding signs. Eight feet (8) from any property line, unless otherwise set forth.
LIGHTING	<ul style="list-style-type: none"> Internal lighting may be utilized. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. Illuminated signs shall not operate at brightness levels of more than 0.3 foot-candles above ambient light conditions at the property line. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in 22.300.4. All illumination shall comply with the City of Plano illumination ordinance.
DESIGN	Signs shall be constructed of materials that are not subject to deterioration when exposed to weather. Internally illuminated signs must be constructed of noncombustible material or approved plastics.
PERMIT REQUIRED	No
FEES	Per the current adopted Fee Schedule.

6. Menu Use Drive-through Sign

LOCATION	<ul style="list-style-type: none"> Commercial building sign permitted when a Certificate of Occupancy has been issued that includes a drive-through or drive-in. 	
MAXIMUM SIGN AREA	Drive-Through Menu Board: Fifty square feet (50).	1/5
MAXIMUM HEIGHT	Six feet (6').	
MINIMUM SETBACK	<ul style="list-style-type: none"> Required setback eight feet (8) from property lines. Required setback ten feet (10) from other menu board signs. 	
LIGHTING	<ul style="list-style-type: none"> Internal lighting may be utilized. Illuminated signs shall not operate at brightness levels of more than 0.3 foot-candles above ambient light conditions at the property line. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in 22.300.4. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. 	
DESIGN	Signs shall be constructed of materials that are not subject to deterioration when exposed to weather. Internally illuminated signs must be constructed of noncombustible material or approved plastics.	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

7. Retaining Wall Sign

LOCATION	<ul style="list-style-type: none">Commercial building sign permitted when a Certificate of Occupancy has been issued.	
MAXIMUM SIGN AREA	<ul style="list-style-type: none">Sign copy area shall not exceed 70 square feet.Retaining wall signs shall not project more than 12 inches from the wall surface, and shall not project into public right-of-way or across a property line.Sign copy shall not extend beyond the edges of the retaining wall.	
MAXIMUM HEIGHT	Shall not exceed 8 feet in height.	
MINIMUM SETBACK	Retaining wall signs shall be exempt from any setback from the front property line (or any property line adjacent to a street). A setback of 30 feet shall be required from any adjoining private property lines and a minimum of 60 feet from any other freestanding sign.	
LIGHTING	<ul style="list-style-type: none">Retaining wall signs shall be lit by external illumination only.Retaining wall signs all not be electronic sign type.All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit.All illumination shall comply with the City of Plano illumination ordinance.	
DESIGN	Retaining wall signs shall be constructed of materials that are not subject to deterioration when exposed to weather	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

B. Design and Construction Specifications

i. Attached Signage

1. Wall Signs

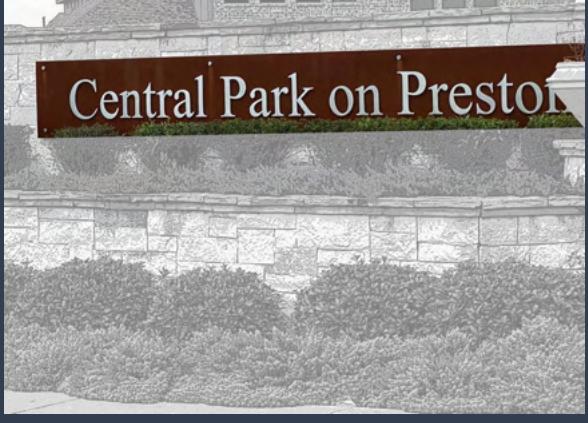
LOCATION	<ul style="list-style-type: none">Commercial building sign permitted when a Certificate of Occupancy has been issued.	
MAXIMUM SIGN AREA	When allowed by ordinance; attached signs erected in residential zoning districts shall comply with the same regulations for gross sign area.	
LIGHTING	<ul style="list-style-type: none">A sign in a residential district, where allowed by ordinance, may be illuminated. Any illumination shall be located so as not to produce intense glare or direct illumination across the bounding property line. Internal illumination shall not exceed 40 watts per every 25 square feet or any portion thereof, except for electronic signs which may not exceed 0.3 footcandles above ambient light conditions as measured at any point along the property line.No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed above.All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit.All illumination shall comply with the City of Plano illumination ordinance.	
DESIGN	Attached signs shall be constructed of materials that are not subject to deterioration when exposed to weather.	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

ii. Freestanding Signs

1. Monument or Pole Sign

LOCATION	<ul style="list-style-type: none"> Commercial building sign permitted when a Certificate of Occupancy has been issued. When allowed by ordinance; monument or pole signs may be erected in residential zoning districts. 	
MAXIMUM SIGN AREA	Monument or Pole signs shall not exceed 32 square feet.	
MAXIMUM HEIGHT	Maximum height of monument or pole signs is ten feet (10).	
MINIMUM SETBACK	Eight feet (8) from the front property line (or any property line adjacent to a street) and 30 feet from any adjoining property line. Signs are limited to one per street front.	
LIGHTING	<ul style="list-style-type: none"> A sign in a residential district, where allowed by ordinance, may be illuminated. Any illumination shall be located so as not to produce intense glare or direct illumination across the bounding property line. Internal illumination shall not exceed 40 watts per every 25 square feet or any portion thereof, except for electronic signs which may not exceed 0.3 footcandles above ambient light conditions as measured at any point along the property line. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed above. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. 	
DESIGN	Freestanding signs shall be constructed of materials that are not subject to deterioration when exposed to weather.	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

2. Subdivision Entry Sign

LOCATION	<ul style="list-style-type: none"> Shall be located within the platted limits of a residential subdivision. Signs may be erected in residential zoning districts at or near the entry to the subdivision. Signs are also allowed in nonresidential zoning districts such as UMU, BG, and Retail zoning Such signs shall only be allowed in the absence of subdivision wall signs or plaques. 	
MAXIMUM SIGN AREA	Thirty square feet (30 sq. ft.).	
MAXIMUM HEIGHT	Two- and one-half feet (2.5').	
MAXIMUM NUMBER OF SIGNS	Signs are limited to 2 per subdivision entry.	
MINIMUM SETBACK	Shall be three feet (3') from the front property line.	
DESIGN	Subdivision entry signs shall be constructed of materials that are not subject to deterioration when exposed to weather	
LIGHTING	<ul style="list-style-type: none"> A sign in a residential district, where allowed by ordinance, may be illuminated. Any illumination shall be located so as not to produce intense glare or direct illumination across the bounding property line. Internal illumination shall not exceed 40 watts per every 25 square feet or any portion thereof, except for electronic signs which may not exceed 0.3 footcandles above ambient light conditions as measured at any point along the property line. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed above. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. 	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

3. Subdivision Wall Sign or Plaque

LOCATION	<ul style="list-style-type: none"> Shall be located within the platted limits of a residential subdivision. Signs may be erected in residential zoning districts at or near the entry to the subdivision. Such signs shall only be allowed in the absence of a freestanding sign located at the entry to the subdivision. 	
MAXIMUM SIGN AREA	Thirty Square Feet (30 sq. ft.)	1/51
MAXIMUM HEIGHT	Such wall signs or plaques shall only be attached to an approved masonry screening wall or entry feature.	
MAXIMUM NUMBER OF SIGNS	Signs are limited to 2 per subdivision entry.	
DESIGN	Subdivision wall signs or plaques shall be constructed of materials that are not subject to deterioration when exposed to weather	
LIGHTING	<ul style="list-style-type: none"> A sign in a residential district, where allowed by ordinance, may be illuminated. Any illumination shall be located so as not to produce intense glare or direct illumination across the bounding property line. Internal illumination shall not exceed 40 watts per every 25 square feet or any portion thereof, except for electronic signs which may not exceed 0.3 footcandles above ambient light conditions as measured at any point along the property line. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed above. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. 	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

4. Retaining Wall Sign

LOCATION	<ul style="list-style-type: none"> Commercial building sign permitted when a Certificate of Occupancy has been issued. 	
MAXIMUM SIGN AREA	<ul style="list-style-type: none"> Sign copy area shall not exceed 70 square feet. Retaining wall signs shall not project more than 12 inches from the wall surface, and shall not project into public right-of-way or across a property line. Sign copy shall not extend beyond the edges of the retaining wall. 	
MAXIMUM HEIGHT	Shall not exceed 8 feet in height.	
MINIMUM SETBACK	Retaining wall signs shall be exempt from any setback from the front property line (or any property line adjacent to a street). A setback of 30 feet shall be required from any adjoining private property lines and a minimum of 60 feet from any other freestanding sign.	
LIGHTING	<ul style="list-style-type: none"> Retaining wall signs shall be lit by external illumination only. Retaining wall signs all not be electronic sign type. No lighted sign shall be erected within 150 feet of a residential district as measured from the location of the sign nearest to the property line of each neighboring lot unless it meets the illumination criteria listed in 22.300.4. All lighting shall comply with the currently adopted National Electric Code. Any electrical work that requires an addition or extension of circuits shall require a separate permit. All illumination shall comply with the City of Plano illumination ordinance. 	
DESIGN	Retaining wall signs shall be constructed of materials that are not subject to deterioration when exposed to weather	
PERMIT REQUIRED	Yes	
FEES	Per the current adopted Fee Schedule.	

**22.500 DOWNTOWN SIGN DISTRICT – CONSIDER REMOVING OVERLAY FROM
SIGN ORDINANCE AND REFERRING TO OTHER SECTIONS OF ZONING**

This section was deleted in its entirety. Refer to Sec. 10.800. (ZC 2014-12; Ordinance
No. 2014-7-12

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Working Draft Document - 1/5/2024