



Holland
MICHIGAN

ARTICLE 39-8: Signage



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SECTION 39-8.01 INTENT

Signs perform an important function in identifying and promoting businesses, services, neighborhoods, events, economic development, and other matters of interest to the public. The intent of this Article is to regulate all *signs* within the City of Holland to ensure that they are appropriate for their respective uses, they keep with the neighborhood characteristics as recognized and promoted by the City of Holland’s *Master Plan*, they prevent traffic hazards, they provide safe conditions for pedestrians, and they protect public health, safety, and general welfare by:

- A. **Setting standards** and providing uniform regulations that permit reasonable use of *signs*;
- B. **Preserving the various characteristics** found within the *Zone Districts* and neighborhoods throughout the City of Holland, regardless of *sign* content. In preserving the character of the various neighborhoods, *signage* shall be **scaled appropriately** whereby properties with frontage on wide *streets* with higher speed limits are permitted larger *signs* than narrow *streets* with lower speed limits;
- C. Prohibiting the erection of *signs* that **may create a hazard** to pedestrians and motorists in terms of number, size, illumination, and location.
- D. **Avoiding excessive amounts of signs** so that the existing *signs* provide adequate identification and direction while minimizing clutter, unsightliness, and confusion; and
- E. **Establishing a clear process** for requiring permits for *signs*, allowing some *signs* without permits, and allowing legally *nonconforming signs* to continue without jeopardizing the useful life of the *sign*.

SECTION 39-8.02 PERMITS REQUIRED

- A. **A Permit is required** to erect, alter, place, or replace any *sign* or *sign structure* as regulated and required by this Article or by the City’s Code of Ordinances. A permit is also required for substantial maintenance or repair to an existing *nonconforming sign*.
- B. **To obtain a sign permit**, an application shall be filed with Community and Neighborhood Services. **Exception:** Sign permits in the CDT, NDT, EDT, WDT and CENT Sub-Districts of the *F Zone District* shall be reviewed and issued by the Downtown Development Authority (DDA).
- C. **The Design Review Board (DRB)** shall review all *signs* in the CDT, NDT, EDT, WDT and CENT Sub-Districts of the **F Zone District**. See Section 39-8.08.

SECTION 39-8.03 SIGNS EXEMPT FROM PERMITS

The following *signs* may be installed or erected without a permit:

- A. **Government signs**
- B. **Public K-12 school signs** where the State Superintendent has exclusive jurisdiction.
- C. **Placards**
- D. **Historic markers** placed under the authority of the Local, State, or Federal government.
- E. **Address numbers**
- F. **Hours of operation** and other similar business information.
- G. **Window signs** applied to the **interior** of the window/door glass.
- H. **Window signs** applied to the **exterior** of the window/door glass where the **sign does not exceed 15%** of the glass area. Windows that are immediately adjacent, on the same wall face of the same *building*, may be averaged together.
- I. **Non-commercial flags**

- J. **Advertising flags** at non-residential properties with a maximum size of **15 square feet**, with one per business per *street frontage*. Other types of *flags*, or multiple *flags* shall be allowed as a *temporary sign* with a permit.
- K. **Non-commercial signs** in all *Zone Districts* subject to the following:

STREET FRONTAGE	TOTAL SIZE	HEIGHT	NUMBER
Up to 60 linear ft	12 sf	6 ft	No limit on the number of signs, but the total area of all signs added together shall not exceed the “total size.”
61-200 linear ft	24 sf	6 ft	
201-400 linear ft	32 sf	6 ft	
Over 400 linear ft	64 sf	6 ft	

- L. **One temporary sign** per special event at non-residentially used properties in the LDR, CNR, MDR, or TNR *Zone Districts*, provided that the *sign* is not displayed for more than **2 weeks** per event.
- M. **Handicap Signage** with the international symbol of accessibility or van *accessible* recognized logo for **Americans with Disability Act (ADA)** compliance and accessibility.
- N. *Signs* in conjunction with a **construction project** or *site plan* approval, subject to the size chart in the tables in Section 39-8.04. *Signs* shall be removed upon approval of the permit work or upon issuance of a Certificate of Occupancy.
- O. **Traffic direction signs** at commercial properties less than 6 square feet in area and 6 feet in height.
- P. **Temporary signs for advancing the public interest**, for a prescribed amount of time, when authorized by City Council.
- Q. **Downtown Development Authority (DDA) Signs**.
- R. **Writing or logos** that are an integral part of a fabric umbrella, used primarily to provide shade or cover to customers.
- S. **Murals:** There are two type of *murals*, referred to as *Type 1* and *Type 2*.
- Definitions.**
 - Type 1:** A design or representation that does **not contain** promotional or commercial advertising painted or drawn on a wall.
 - Type 2:** An original, one-of-a-kind, unique design or representation that contains **limited references** to the establishment, product, or service provided on the *site*, which is painted or drawn on a wall on that *site*.
 - Type 1 and Type 2 Murals in all Zone Districts shall not be considered a sign**, and shall not be required to obtain permits, but shall be subject to the restrictions set forth in this subsection.
 - Prior to installation** of a *mural*, the *property owner* shall request a **determination from the Zoning Administrator** of whether the proposed design is a *sign*, or a *Type 1 mural*, or a *Type 2 mural*.
 - The Design Review Board (DRB)** shall review the design if the proposed location is within the CDT, NDT, EDT, WDT, and CENT Sub-Districts of the **F Zone District**.
 - Based on the review of the design:**
 - If the proposed design is determined to be a **sign**, the *applicant* shall comply with all requirements of this Article.
 - If the proposed design is determined to be a **Type 1 mural**, no further review or action is necessary.
 - If the proposed design is determined to be a **Type 2 mural**, the *mural* shall comply with the following requirements:
 - The graphics, words, and/or symbols referencing the establishment, product, or service are **limited in scope and dominance**, and not readily construed as commercial advertising. References shall be subtle and integrated into the overall *mural*.

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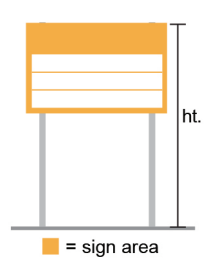
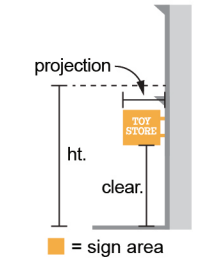

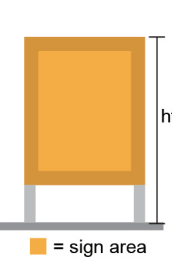
- 2) For purposes of this subsection, “limited in scope and dominance” shall mean that the graphics, words, or symbols that reference the establishment, product, or service **do not exceed 20%** of the *mural* area, and shall be integrated throughout the *mural* and not placed in a concentrated area or a manner where it becomes a prominent advertisement.
- 3) The references to an establishment, product, or service are **not in the form of traditional building signage**. Traditional *signs* on the same wall shall be reviewed separately under applicable *sign* requirements.



- T. **Banners** as allowed and installed in accordance with the “City of Holland Banner Policy for Community Improvement Neighborhood Organizations and Business Districts.







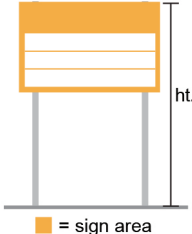
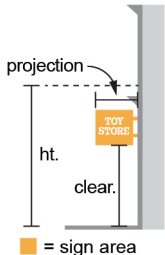
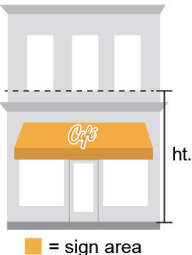
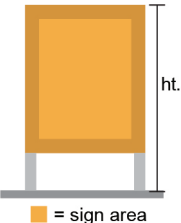
SECTION 39-8.04 SIGNS ALLOWED WITH A PERMIT

See [Article 39-14](#) for definitions of *sign* types.

ZONE DISTRICTS: F-CDT, F-NDT, F-EDT, F-WDT, F-CENT					
Regulation	WALL SIGN A B C	FREESTANDING SIGN C	PROJECTING SIGN	AWNING/CANOPY/ MARQUEE D	TEMPORARY FREESTANDING SIGN E
Examples					
Maximum Height	Signs shall be placed below the 2nd floor windowsill, unless waived by the DRB. See Section 39-8.08	6 ft	Signs shall be placed below the 2nd floor windowsill, unless waived by the DRB. See Section 39-8.08	Signs shall be placed below the 2nd floor windowsill, unless waived by the DRB. See Section 39-8.08	48 in
Maximum Size	1 sf per linear foot of building width, up to 32 sf per sign	32 sf	6 sf	2 sf per linear foot of building width	30 in deep, 30 in wide
Maximum Number	1 per business, per street or parking frontage	1 per property	1 per business per street frontage; no more than 1 per 25 feet of building width	1 per face of the awning, canopy, or marquee	1 per business
Minimum Setback	N/A	The principal building setback in the Zone District. See Section 39-3.13	Projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B . Projecting signs shall not project more than 36 in from the face of a building or wall	Awnings, canopies, marquees, and projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B .	Shall be within 1 ft of the building. Shall leave at least 6 ft of unobstructed sidewalk.
Diagram					

- A** Wall signs shall be contained within the boundaries of the wall and **shall not extend beyond the edge of the wall, nor above the roof line** of a building.
- B** For wall signs, the distance between the face of the wall and the face of the sign **shall not be more than 12 in.** If the distance is greater than 12 in, the sign shall be considered a projecting sign.
- C** Reader boards are allowed on a wall or a freestanding sign, but **not on both signs** at one property.
- D** Signs shall be affixed **flat to the face** of the awning or canopy.
- E** **Temporary movable** freestanding signs shall be subject to the requirements of [Section 39-8.07](#).
- F** Signs in a PUD Zone District will be allowed using the standards of this chart. See [Section 39-8.02](#).

ZONE DISTRICTS: NMU, RMU, F-RM, F-SIXT, F-WASH, F-SSV

Regulation	WALL SIGN A B C	FREESTANDING SIGN C	PROJECTING SIGN	AWNING/CANOPY/ MARQUEE D	TEMPORARY FREESTANDING SIGN E
Examples					
Maximum Height	N/A	5 ft	Awnings, canopies, marquees, and projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B .	Awnings, canopies, and marquees shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	48 in
Maximum Size	1 sf per linear foot of building width	25 sf on streets with a speed limit of 10 – 35mph. 50 sf on streets with a speed limit greater than 35mph.	6 sf	2 sf per linear foot of building width	30 in deep, 30 in wide
Maximum Number	1 per business, per street or parking frontage	1 per property	1 per business, per street or parking frontage	1 per face of the awning, canopy, or marquee	1 per business
Minimum Setback	May only be placed on a wall facing a street or parking area	5 ft	Projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B . Projecting signs shall not project more than 36 in from the face of a building or wall	Awnings, canopies, marquees, and projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B . Awnings, canopies, and marquees shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Shall be within one foot of the building. Shall leave at least 6 ft of unobstructed sidewalk.
Diagram					

A Wall signs shall be contained within the boundaries of the wall and **shall not extend beyond the edge of the wall, nor above the roof line** of a building.

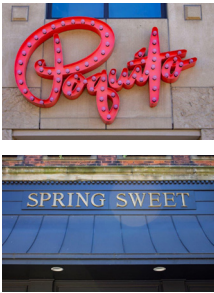





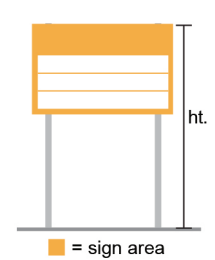
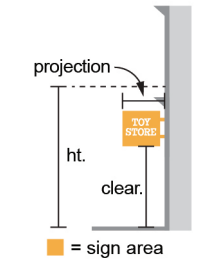

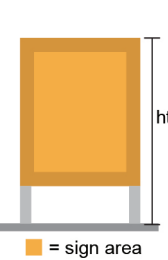
B For wall signs, the distance between the face of the wall and the face of the sign **shall not be more than 12 in**. If the distance is greater than 12 in, the sign shall be considered a projecting sign.

C Reader boards are allowed on a wall or a freestanding sign, but **not on both signs** at one property.

D Signs shall be affixed **flat to the face** of the awning or canopy.

E **Temporary movable** freestanding signs shall be subject to the requirements of [Section 39-8.07](#).

F Signs in a PUD Zone District will be allowed using the standards of this chart. See [Section 39-8.02](#).

ZONE DISTRICTS: CMU, GMU					
Regulation	WALL SIGN A B C	FREESTANDING SIGN C	PROJECTING SIGN	AWNING/CANOPY/ MARQUEE D	TEMPORARY FREESTANDING SIGN E
Examples					
Maximum Height	N/A	25 ft	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Awnings, canopies, and marqueses shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	48 in
Maximum Size	10% of the wall area, for each wall where signs are placed	75 sf per sign	6 sf	2 sf per linear foot of building width	30 in deep, 30 in wide
Maximum Number	No Maximum	1 sign if 300 or fewer ft of frontage; 2 signs if more than 300 ft of frontage	1 per business per street frontage	1 per face of the awning, canopy, or marquee	1 per business
Minimum Setback	N/A	12 ft	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Awnings, canopies, marqueses, and projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B.	Shall be located on private property, within 1 ft of the building.
Diagram					

- A** Wall signs shall be contained within the boundaries of the wall and **shall not extend beyond the edge of the wall, nor above the roof line** of a building.
- B** For wall signs, the distance between the face of the wall and the face of the sign **shall not be more than 12 in**. If the distance is greater than 12 in, the sign shall be considered a projecting sign.
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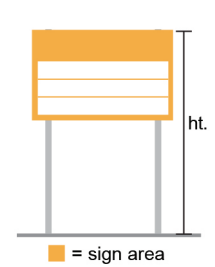
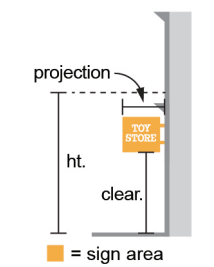
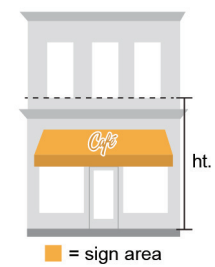
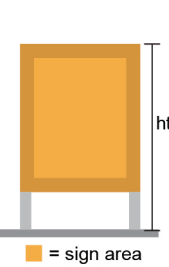
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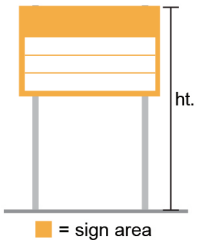
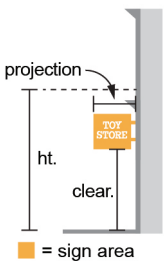

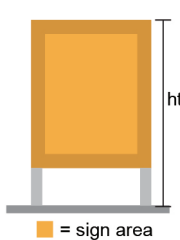
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ZONE DISTRICT: OS, A					
Regulation	WALL SIGN A B C	FREESTANDING SIGN C	PROJECTING SIGN	AWNING/CANOPY/ MARQUEE D	TEMPORARY FREESTANDING SIGN E
Examples					
Maximum Height	N/A	6 ft	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Awnings, canopies, marquees, and projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B.	48 in
Maximum Size	10% of the wall area, for each wall where signs are placed	32 sf per sign	6 sf	2 sf per linear foot of building width	30 in deep, 30 in wide
Maximum Number	No Maximum	2 per property	1 per tenant, per building wall	N/A	1 per business
Minimum Setback	N/A	12 ft	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Awnings, canopies, and marquees shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Shall be located on private property, within 1 ft of the building.
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- C** Reader boards are allowed on a wall or a freestanding sign, but **not on both signs** at one property.
- D** Signs shall be affixed **flat to the face** of the awning or canopy.
- E** **Temporary movable** freestanding signs shall be subject to the requirements of [Section 39-8.07](#).
- F** Signs in a PUD Zone District will be allowed using the standards of this chart. See [Section 39-8.02](#).

ZONE DISTRICTS: LDR, CNR, MDR, TNR

Signs in these zones only allowed with non-residential uses.

Regulation	WALL SIGN A B C	FREESTANDING SIGN C	PROJECTING SIGN	AWNING/CANOPY/ MARQUEE D	TEMPORARY FREESTANDING SIGN E
Examples					
Maximum Height	N/A	6 ft	N/A	N/A	48 in
Maximum Size	12 sf	32 sf per sign	6 sf	2 sf per linear foot of building width	30 in deep, 30 in wide
Maximum Number	1 per street frontage	2 per property	1 per building wall	1 per face of the awning, canopy, or marquee	1 per property
Minimum Setback	N/A	Signs less than 16 sf shall be set back 10 ft from all property lines. Signs greater than 16 sf shall be set back at the minimum setback for principal buildings in the Zone District.	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Awnings, canopies, and marquees shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Shall be located on private property, within 1 ft of the building.
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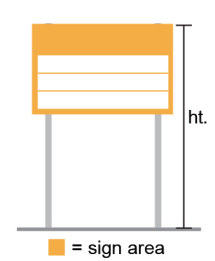
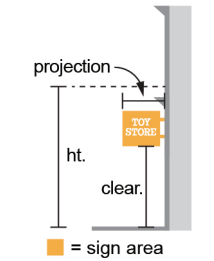

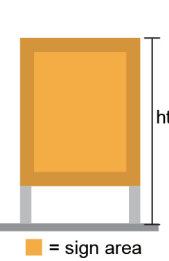
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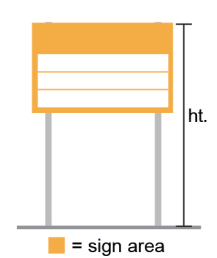
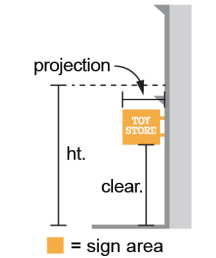
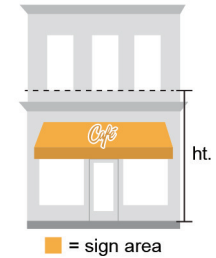
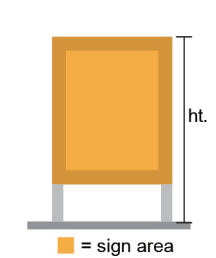
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ZONE DISTRICTS: HDR, MHR

Regulation	WALL SIGN A B C	FREESTANDING SIGN C	PROJECTING SIGN	AWNING/CANOPY/ MARQUEE D	TEMPORARY FREESTANDING SIGN E
Examples					
Maximum Height	N/A	6 ft	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	N/A	48 in
Maximum Size	12 sf	32 sf per sign	6 sf	2 sf per linear foot of building width	30 in deep, 30 in wide
Maximum Number	1 per street frontage	2 per property	1 per building wall	1 per face of the awning, canopy, or marquee	1 per building
Minimum Setback	N/A	Signs less than 16 sf shall be set back 12 ft from all property lines. Signs greater than 16 sf shall be set back at the minimum setback for principal buildings in the Zone District.	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Awnings, canopies, and marquees shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Shall be located on private property, within 1 ft of the building.
Diagram					

- A** Wall signs shall be contained within the boundaries of the wall and **shall not extend beyond the edge of the wall, nor above the roof line** of a building.
- B** For wall signs, the distance between the face of the wall and the face of the sign **shall not be more than 12 in.** If the distance is greater than 12 in, the sign shall be considered a projecting sign.
- C** Reader boards are allowed on a wall or a freestanding sign, but **not on both signs** at one property.
- D** Signs shall be affixed **flat to the face** of the awning or canopy.
- E** **Temporary movable** freestanding signs shall be subject to the requirements of [Section 39-8.07](#).
- F** Signs in a PUD Zone District will be allowed using the standards of this chart. See [Section 39-8.02](#).

ZONE DISTRICT: I					
Regulation	WALL SIGN A B C	FREESTANDING SIGN C	PROJECTING SIGN	AWNING/CANOPY/ MARQUEE D	TEMPORARY FREESTANDING SIGN E
Examples					
Maximum Height	N/A	10 ft	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Awnings, canopies, and marqueses shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	48 in
Maximum Size	10% of the wall area, for each wall where signs are placed	75 sf per sign	6 sf	2 sf per linear foot of building width	30 in deep, 30 in wide
Maximum Number	No Maximum	1 sign if 300 or fewer ft of frontage; 2 signs if more than 300 ft of frontage	1 per storefront or 1 per street frontage if building does not have storefronts	1 per face of the awning, canopy, or marquee	1 per business
Minimum Setback	N/A	The principal building setback in the Zone District.	Projecting signs shall not project more than 36 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk. Awnings, canopies, marqueses, and projecting signs that extend over the public right-of-way shall comply with Section 39-8.10.B.	Awnings, canopies, and marqueses shall not project more than 48 in from the face of a building or wall and shall maintain a clearance of at least 8 ft from the public sidewalk.	Shall be located on private property, within 1 ft of the building.
Diagram					

- A** Wall signs shall be contained within the boundaries of the wall and **shall not extend beyond the edge of the wall, nor above the roof line** of a building.
- B** For wall signs, the distance between the face of the wall and the face of the sign **shall not be more than 12 in.** If the distance is greater than 12 in, the sign shall be considered a projecting sign.
- C** Reader boards are allowed on a wall or a freestanding sign, but **not on both signs** at one property.
- D** Signs shall be affixed **flat to the face** of the awning or canopy.
- E** **Temporary movable** freestanding signs shall be subject to the requirements of Section 39-8.07.
- F** Signs in a PUD Zone District will be allowed using the standards of this chart. See Section 39-8.02.

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PUD PLANNED UNIT DEVELOPMENT ZONE DISTRICT (SECTION 39-5.10):

1. *Signs* shall generally comply with the *sign* requirements of the closest *Zone District*. *Planning Commission* may approve variations when rationale is provided.
2. Professional *sign* specifications shall be included with a PUD application to be reviewed and approved by *Planning Commission*.
3. A *Sign* Permit shall be obtained from the Zoning Administrator prior to erecting *signage*.
4. **PUD Zones created prior to UDO:** *Signage* shall be installed as approved by the *Planning Commission* in the original development plan, or subsequent modifications. Requested *signage* that does not meet the requirements of the development plan shall be reviewed by the Planning Staff and the original *development* plan modified. Significant or substantial *signage* changes shall be referred to the *Planning Commission* for approval.

ED EDUCATION ZONE DISTRICT:

All *signs* in the ED *Zone District* shall require a permit, unless otherwise exempted. *Signs* shall have no height or area restrictions and have a zero *setback* from the *property line*. *Signs* in this *Zone District* are intended primarily to be of such size, *scale* and location to serve this pedestrian-oriented community.

SECTION 39-8.05 ADDITIONAL SIGNS PERMITTED IN COMMERCIAL AND INDUSTRIAL DISTRICTS

The following signs are permitted in the NMU, CMU, RMU, GMU, I, A, and F Zone Districts, in addition to those described in [Section 39-8.04](#). These signs shall also be permitted in the PUD Zone District, unless specifically prohibited by the PUD agreement.

- A. **Temporary Signs.** Temporary displays containing pennants, streamers, *banners*, *balloons*, *balloon signs*, *feather signs* and other similar *temporary signs* are allowed, subject to a *sign* permit, provided:
 1. They shall not be displayed for more than **14 consecutive days**;
 2. No more than **2 permits** will be issued per **calendar year**, per *parcel* of land;
 3. **Size and Location:** Signs shall comply with yard and height requirements for similar signs in the *Zone District*.
- B. **Drive-Thru Restaurant Signs.** Additional signage is allowed for *drive-thru restaurants* with the following standards:
 1. **Maximum 32 square feet** per sign;
 2. **Shall not be readable** from the public *right-of-way*;
 3. **Speakers** shall be directed **away from residential uses**.
- C. **Neighborhood Commercial District Identifier Sign.** A sign used for the purpose of identifying an established neighborhood commercial area shall be permitted with the following standards:
 1. The neighborhood commercial area shall be comprised of **2 or more storefront businesses on 2 or more separate properties**;
 2. The size, type, and location of the sign(s) is **compatible** with the neighborhood commercial district in which the signs will be located;

3. The signs will **enhance the identification** of the established neighborhood commercial area and benefit all businesses;
 4. Maximum of **2 signs** of similar design, located in or near the established neighborhood commercial area;
 5. Signs shall be located on **private property**;
 6. **Freestanding signs** shall not exceed a maximum of **6 feet** in height and **25 square feet** in area and shall not create a visibility hazard for motorists or pedestrians;
 7. **Wall signs** shall not exceed a maximum of **25 square feet** in area and shall be placed on the front façade or side of a *building*.
- D. **Directional Signage at Commercial or Industrial Complexes.** Additional signage may be installed for the purpose of directing traffic, in addition to other allowed signs, with the following standards:
 1. The property shall contain **2 or more commercial/industrial buildings**;
 2. Signs shall be placed at the **interior** of the *parcel* and **shall not be readable** from the public right-of-way;
 3. **1 sign** is permitted per *property*;
 4. **Maximum Size:** 12 square feet.
 - E. **Community Improvement Neighborhood Organization and Business District Banners** as allowed in [Section 39-8.03](#).

SECTION 39-8.06 ILLUMINATED AND ELECTRONIC SIGNS

- A. **All signs may be internally or externally illuminated**, except for *movable freestanding signs*. If externally illuminated, the **source of light shall be enclosed** and directed to prevent light from shining directly onto traffic or residential properties.
- B. **Signs shall not** scroll, flash, blink, oscillate, or have any other appearance of movement.
- C. **Electronic Reader Board Signs**

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1. Electronic *reader board signs*, otherwise known as Electronic Message Centers (EMCs), shall have an instantaneous change between messages, with a **minimum 7 second** delay between displays.
2. Electronic *reader board signs* are **not permitted** within the CDT, NDT, EDT, WDT, and CENT Sub-Districts of the F Zone District.
3. Electronic *reader board signs* are permitted on a **wall or freestanding sign**, but **not on both signs** at one property.
4. **Glare shall be reduced and/or minimized** in such a manner as to maintain an appropriate level of contrast during the day and at night.

SECTION 39-8.07 TEMPORARY MOVABLE FREESTANDING SIGNS

A. Standards.

1. **Attachment.** The *sign* shall **not** be attached to a *building*, secured to the ground, nor permanently attached to any element, including, but not limited to, trees, *signs*, light poles, planters, etc.
2. **Location.** A *movable freestanding sign* shall be placed within **1 foot** of the *building* that contains the business using the *sign*. The *sign* may be placed on private *property* or within the public *right-of-way*.
3. **Clear Public Sidewalk.** There shall be provided at all times, an unobstructed, straight public sidewalk aisle of **6 feet in width**. A *movable freestanding sign* shall not be placed in a manner that obstructs or impedes pedestrian traffic or sidewalk plowing/cleaning or create a visibility hazard for vehicular, bicycle, and/or pedestrian traffic.
4. **Construction.** All *movable freestanding signs* shall be constructed of wood, metal, or other similarly durable material approved by the Community and Neighborhood Services Department (CNS). *Movable freestanding signs* shall have adequate

support to prevent tipping or movement of the *sign* and shall not present a tripping hazard to pedestrians.

5. **Illumination.** *Movable freestanding signs* shall not be illuminated.

B. Limitations on Display.

1. *Movable freestanding signs* shall be displayed **only during the hours in which the business it promotes is open**. The entire *sign structure*, including *sign* panel and supporting *structure*, shall be removed and placed indoors during those hours not on display.
2. **In the CDT, NDT, EDT, WDT, and CENT Sub-Districts of the F Zone District**, *movable freestanding signs* shall not be displayed one hour before a Tulip Time Festival parade, during such parade, and one hour after such parade.

SECTION 39-8.08 DESIGN REVIEW BOARD (DRB)

- A. **All signs in the CDT, NDT, EDT, WDT, and CENT Sub-Districts of the F Zone District**, except *movable freestanding signs*, shall be approved by the Design Review Board (DRB).
- B. **Standards for DRB Sign Approval.** Prior to the issuance of a permit, the DRB shall find that all of the following standards are met, and shall document the findings. **Findings of the DRB are advisory** and may be appealed to the *Board of Appeals*. For purposes of interpretation, the DRB shall use **local design guidelines**, as may be amended, and the context of surrounding *buildings* and *signage* in determining whether a proposed *sign* meets the following standards.
 1. A *sign* shall be consistent with the **architectural characteristics** of the *building* upon which it is placed.
 2. A *sign* shall **not in any way obstruct or destroy** unique architectural features of the *building* upon which it is placed nor of surrounding *buildings*.
- C. **Additional Authority.** The DRB shall also have the power to do the following within the **CDT, NDT, EDT, WDT, and CENT Sub-Districts of the F Zone District**: