



CITY OF MERRILL

301 E. FIRST STREET
P. O. BOX 487
MERRILL, OR 97633
(541) 798-5808 F (541)798-0145

SIGN PERMIT APPLICATION (\$50 fee)

Address where the sign will be placed: _____

Business Name: _____ Phone: _____

Applicant Name: _____ Phone: _____

Mailing Address: _____

Sign Contractor: _____ Phone: _____

Mailing Address: _____

Is this sign: New Remove/Repair Other: _____

Is this sign your: Primary - or - Secondary Sign

Type of Sign: Pole/Free Standing Projecting Vertical Wall/ Building

Moving/Message Horizontal Daily Display (in right-of-way)

Street frontage onto adjacent street: _____ Building frontage onto adjacent street: _____

Construction, Installation and Illumination Details:

Depth of sign: _____ Distance to curb: _____

Horizontal dimension: _____ Distance to property line: _____

Vertical dimension: _____ Height to bottom of sign above grade: _____

Approximate weight: _____ Height to top of sign above grade: _____

Square footage of sign: _____ Projection beyond property line: _____

Sign to be illuminated: Internally Externally Not at all

Other Existing Signs – Area, Location, and Type: _____

Attach Sign Sketch:

Special Conditions: _____

Application Approved by: _____ Date _____

Planning Commissioner

Section 3.8 — SignsSubsections:

- 3.8.100 Residential Zone Requirements
- 3.8.200 Commercial Zone Requirements
- 3.8.300 Industrial Zone Requirements
- 3.8.400 Exceptions

3.8.100 Residential Zone Requirements

In a residential zone, the following regulations shall apply:

- A. No sign shall be illuminated in any manner.
- B. One nameplate or home occupation sign shall be allowed per residential unit and shall not exceed four square feet in area.
- C. One sign per lot shall be allowed for advertising the property for sale, lease or rent; no sign shall exceed six square feet in area. A "For Sale" sign shall not be allowed to remain on the property after the property is sold.
- D. One sign shall be allowed per subdivision for the purpose of advertising lots or homes for sale. Such sign shall not exceed 50 square feet in area and shall be set back at least 20 feet from the nearest street.

3.8.200 Commercial Zone Requirements

[To be added]

3.8.300 Industrial Zone Requirements

Any sign that is constructed, placed, erected, installed, established, painted or modified for use in an industrial zone shall be in conformance with the following regulations, except those sign types listed in subsection 3.8.400:

- A. Number, dimensions and location of individual signs. Signs located in an industrial zone shall conform to the following regulations:
 1. Maximum area. The maximum area per sign face shall not exceed 80 square feet. The area of a sign face (which is also the sign area of a wall sign or other sign with only one face) shall be computed by means of the smallest square, circle, rectangle, triangle or combination thereof that will encompass the extreme limits of the writing, representation, emblem or other display, together with any material of color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed. The area of a multisided sign shall be calculated using one face.
 2. Maximum height. The maximum height of a sign shall not exceed 25 feet. The height of a sign shall be calculated as the distance from the sidewalk or finished grade below the sign, to the uppermost point on the sign or sign structure, whichever is higher.
 3. Minimum setbacks. If a sign is eight (8) feet high or less, it shall be setback at least five (5) feet from the property line. If a sign stand taller than eight (8) feet, it shall be setback at least 25 feet from the property line.
- B. Signs Allowed. In industrial zones the following signs are allowed:
 1. Wall signs.

- a. Display surface area shall not exceed two square feet for each lineal foot of the wall on which the sign is erected;
 - b. One sign per each owned or leased wall is permitted. This shall not exceed four walls of a building;
 - c. No more than one side is permitted for each sign;
 - d. Indirect or internal illumination is permitted;
2. Free-standing and monument signs, so long as the following standards are met:
- a. Number. One sign shall be permitted for each street frontage of premises, provided minimum lot frontage of thirty (30) feet is met. No sign shall be permitted on the same frontage where there is a projecting or roof sign. Signs on the same premises but on different frontages shall be separated by a minimum of fifty (50) feet distance.
 - b. Area.
 - i. Where the street frontage is less than fifty (50) feet, the maximum display surface area shall not exceed fifty (50) square feet, with twenty-five (25) square feet maximum area per sign face;
 - ii. Where the street frontage is greater than fifty (50) feet but less than two hundred (200) feet, surface display area shall not exceed one hundred (100) square feet, with fifty (50) square feet maximum area per sign face;
 - iii. Where the street frontage is two hundred (200) feet or greater, the surface display area shall not exceed two hundred (200) square feet, with a maximum area of eighty (80) square feet per sign face;
 - c. Projection. Free-standing signs shall not project over a public right-of-way;
 - d. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet over areas of truck access;
 - e. Horizontal Dimension. The greatest horizontal dimension shall not exceed twenty (20) feet for any free-standing sign;
 - f. Height. The height of any free-standing or monument sign shall not exceed ten feet above grade, plus five feet for each two hundred (200) feet, or portion thereof, of street frontage. In no event shall any sign exceed fifteen (15) feet in height;
 - g. Illumination. Indirect or internal illumination is permitted.
3. Projecting Signs. Projecting signs are allowed so long as the following standards are met:
- a. Number. One projecting sign may be permitted for each business frontage. No projecting sign shall be permitted for the same business frontage where there is a free-standing sign;
 - b. Area. Sign area shall not exceed sixteen (16) square feet per sign face, with total area of all faces not to exceed thirty-two (32) square feet;
 - c. Projection. Maximum projection from a building wall shall be four feet. No sign shall project within two feet of the curb line;
 - d. Vertical dimension. The greatest vertical dimension of a projecting sign shall not exceed four feet; provided, however, for any reduction in projection, the sign may be increased in height a like distance. The maximum projection above the wall on which the sign is erected shall be one foot, and the visible supporting structure shall be minimized to the greatest extent possible consistent with safe structural support;
 - e. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fifteen (15) feet over areas of truck access;
 - f. Separation. The minimum distance from another projecting sign shall be twenty (20) feet in the same horizontal plane;
 - g. Projecting signs on other project structures: awnings, marquees, canopies, false fronts and wall extensions, safely constructed and approved by the building code official, may extend beyond the limits for projecting signs. Projecting signs on such structure shall not exceed the limits as to number, area, projection, vertical dimension, clearance and separation as provided for any projecting sign. The only exception shall be for those

instances in which a projecting structure would prohibit a projecting sign within sight of pedestrians; in these instances, the clearance under the marquee or other permanent structure may be reduced to eight feet.

4. Incidental Signs. One additional sign is allowed per premises. An incidental sign may be a free-standing or wall sign, but in either case, shall meet all provisions for such signs, excepting area. The surface display area of an incidental sign shall not exceed thirty-two (32) square feet, and no sign face shall exceed sixteen (16) square feet.
5. For multiple businesses sharing common off-street parking facilities, or for multiple businesses with the same property owner, all of which are located on one or more contiguous lots, the maximum number of signs allowed shall be one wall sign per business and one freestanding sign for the entire property. Signs shall be in conformance with standards as set forth above.

C. Signs shall be unobtrusive, safe, and incidental to the principle use of the respective lots on which they are located. Signs shall be appropriate to the use of the lot, and shall not contain commercial messages not directly related to the use or activity on the lot. Compliance with this subsection (B) shall be determined by, and at the discretion of, the Planning Commission.

3.8.400 Exceptions

The sign regulations in Chapter 3.8 do not apply to the following:

- A. Any public notice or warning required by a valid and applicable federal, state or local law, regulation or ordinance;
- B. Any sign that is not visible beyond the boundaries of the lot or parcel on which it is located or from any public thoroughfare or right of away;
- C. Works of art that do not include a commercial message;
- D. Holiday displays that do not include a commercial message, but only between November 15 and January 15;
- E. Traffic control signs on private property, such as stop, yield and similar signs, the face of which meet Department of Transportation standards and which contain no commercial message of any sort;
- F. Real Estate Signs. One temporary nonilluminated real estate sign per lot, that does not exceed 8 square feet in area and 4 feet in height, within residential zoning districts and 32 square feet in area and seven feet in height, in all other zoning districts, but only if the sign remains in place no more than seven (7) days after the sale or rental of the property;
- G. Construction Signs. Construction signs with a maximum of thirty two (32) square feet of total signage area limited to the duration of the construction period;
- H. Political Signs;
- I. Flags;
- J. Signs having an area of not more than one and a half square feet, the message of which is limited to conveying street numbers, the name of the owner of the premises and the name of the occupants of the premises;
- K. One church or institutional bulletin board per lot without interior illumination having an area not exceeding 25 square feet;
- L. Signs indicating only the date of construction of a building and having an area not exceeding four square feet;
- M. Lost Animal and Garage Sale Signs. One temporary sign per lot placed on private property with the permission of the owner for a period not to exceed ten (10) days;
- N. Window Signs. A window sign of no more than 4 square feet in area and placed no more than 25 feet above finished grade, if the sign area fills less than 25 percent of the area of the window and such signs do not exceed 25 percent of the total allowable sign area for the premises.
- O. Signs Carried by a Person. A sign carried by a person and not set on or affixed to the ground.