

From: Laura Terway
To: ["Bob Cochran"](#)
Subject: RE: Oregon City Sign Code Update
Date: Monday, February 09, 2015 12:14:00 PM
Attachments: [image004.png](#)

Bob,

Yes, please let me know a few dates and times and I can meet with the Signage Committee.



Laura Terway, AICP

Planner

Planning Division

City of Oregon City

PO Box 3040

221 Molalla Avenue, Suite 200

Oregon City, Oregon 97045

Direct - 503.496.1553

Planning Division - 503.722.3789

Fax 503.722.3880

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook!](#) | [Twitter](#)

Think **GREEN** before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Bob Cochran [mailto:bobc@clackamas.edu]

Sent: Friday, February 06, 2015 11:26 AM

To: Laura Terway

Cc: Mickey L Yeager

Subject: RE: Oregon City Sign Code Update

Laura: Thank you for the update on OC's sign code. We an internal committee called the Signage Committee that address all internal signage on campus (typically building directories, way-finding, banners, etc.). At our last meeting I mentioned that the OC code was near completion. The request can that "could OC staff come and make a small presentation to us on the new code and how it may change CCC's signage rules and guideline?" We have received some requests to place signs/banners at our entrances and we have been denying these. But it would help to understand your code so we can, in a sense, work together on this.

Let me know if that sounds good to you?

Thanks in advance.

BC



Bob Cochran, P.E.
Dean of Campus Services



Clackamas Community College
Lewelling Building 107
19600 Molalla Avenue
Oregon City, Oregon 97045

Voice: 503.594.6790 | Fax: 503.594.6798 | Email: BobC@clackamas.edu

From: Laura Terway [<mailto:lterway@ci.oregon-city.or.us>]

Sent: Friday, February 06, 2015 10:55 AM

Cc: 'Jennifer Bragar'; 'Ryan Orth'; 'Bridger Wineman'; 'dylan@securitysigns.com'; 'jeanbob06@comcast.net'; 'ks33030@gmail.com'; 'dwinand@pmar.org'; 'tom.obrien4@comcast.net'; 'melissa@securitysigns.com'; 'pastor@catalystcc.org'; 'zhenkin9000@gmail.com'; 'signs@magneticsignpdx.com'; 'sandiburley@clearchannel.com'; 'awillhit@yahoo.com'; 'jon@downtownoregoncity.org'; guttmcg@msn.com; emahoney240@msn.com; tom.geil@rocketmail.com; pespe@ci.oswego.or.us; ckidwell@leebarc.com; edmica3@yahoo.com; mike.k.mitchell@gmail.com; tom.obrien4@comcast.net; comprehensivetx@aol.com; maizeemae@aol.com; lavenderhillcottageoc@gmail.com; retrorevivaloc@gmail.com; lindaxoxo@molalla.net; scarpenter@bctonline.com; sean@nebbiolowinebar.com; levi.manselle@clackamasfcu.org; jill@nvboutique.co; jerry.herrman@birdlink.net; shirleyanne4557@yahoo.com; info@christmasatthezoo.com; jessebuss@gmail.com; gordon@gkwphoto.com; blues_rae@msn.com; kimberlywalch@yahoo.com; christinehermann@clearchannel.com; danieldhruva@clearchannel.com; Bob Cochran; brian.martin@greshamoregon.gov; maraleesdance@live.com; zksc7@yahoo.com; oregoncityicehouse@hotmail.com; AmyD1122@Gmail.com; kayp@clackamas.us; stevehopkins@prodigy.net; MISSIEMAY212@YAHOO.COM; bamcginnis@aol.com; bootieshakinblonde@hotmail.com; rdamron@sharis.com; david.rasmussen@comcast.net; james.carpentier@signs.org; CTD@danielsons.net; james.carpentier@signs.org

Subject: Oregon City Sign Code Update

Good Morning,

The Oregon City Sign code Update is nearing completion! As you know, it was approved by the Planning Commission in October and is now before the City Commission for approval. A summary of the next few meetings is provided below:

- February 10, 2015 City Commission Work Session – Staff will provide an overview of the process in which the code was developed as well as the draft standards.
- March 10, 2015 City Commission Work Session – Staff will discuss enforcement, public education and funding of the new signage standards and resolutions.
- April 1, 2015 City Commission Hearing – The next hearing on the sign code.

Thank you again for your participation in this project! Please feel free to contact me at (503) 496-1553. Thank you

www.OCSignCode.org



Laura Terway, AICP

Planner

Planning Division

City of Oregon City

PO Box 3040

221 Molalla Avenue, Suite 200

Oregon City, Oregon 97045

Direct - 503.496.1553

Planning Division - 503.722.3789

Fax 503.722.3880

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook!](#) | [Twitter](#)

*Think **GREEN** before you print.*

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Laura Terway
To: ["Daryl Winand"](#)
Subject: RE: Oregon City Sign Code Update
Date: Monday, February 09, 2015 7:32:00 AM
Attachments: [image001.png](#)
[02-10-15.WS.Agenda.pdf](#)

Morning,

The Work Session on Tuesday will be at 5:30pm. I will not know the starting time for the one next month until the agenda is released. It generally starts from 5-6 depending on how much is on the agenda.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregoncity.org | webmaps.oregoncity.org | Follow us on: [Facebook!](#) | [Twitter](#)

Think **GREEN** before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Daryl Winand [mailto:DWinand@pmar.org]
Sent: Friday, February 06, 2015 11:50 AM
To: Laura Terway
Subject: RE: Oregon City Sign Code Update

Laura – can you confirm the times for both work sessions please.

From: Laura Terway [mailto:lterway@ci.oregon-city.or.us]
Sent: Friday, February 06, 2015 10:55 AM
Cc: 'Jennifer Bragar'; 'Ryan Orth'; 'Bridger Wineman'; 'dylan@securitysigns.com'; 'jeanbob06@comcast.net'; 'ks33030@gmail.com'; 'dwinand@pmar.org'; 'tom.obrien4@comcast.net'; 'melissa@securitysigns.com'; 'pastor@catalystcc.org'; 'zhenkin9000@gmail.com'; 'signs@magneticsignpdx.com'; 'sandiburley@clearchannel.com'; 'awillhit@yahoo.com'; 'jon@downtownoregoncity.org'; guttmcg@msn.com; emahoney240@msn.com; tom.geil@rocketmail.com; pespe@ci.oswego.or.us; ckidwell@leebarc.com; edmica3@yahoo.com; mike.k.mitchell@gmail.com; tom.obrien4@comcast.net; comprehensivetx@aol.com; maizeemae@aol.com; lavenderhillcottageoc@gmail.com; retrorevivaloc@gmail.com; lindaxoxo@molalla.net; scarpenter@bctonline.com; sean@nebbiolowinebar.com; levi.manselle@clackamasfcu.org; jill@nvvboutique.co; jerry.herrman@birdlink.net; shirleyanne4557@yahoo.com; info@christmasatthezoo.com; jessebuss@gmail.com;

gordon@gkwphoto.com; blues_rae@msn.com; kimberlywalch@yahoo.com;
christinehermann@clearchannel.com; danieldhruva@clearchannel.com; bobc@clackamas.edu;
brian.martin@greshamoregon.gov; maraleesdance@live.com; zksc7@yahoo.com;
oregoncityicehouse@hotmail.com; AmyD1122@Gmail.com; kayp@clackamas.us;
stevehopkins@prodigy.net; MISSIEMAY212@YAHOO.COM; bamcginnis@aol.com;
bootieshakinblonde@hotmail.com; rdamron@sharis.com; david.rasmussen@comcast.net;
james.carpentier@signs.org; CTD@danielsons.net; james.carpentier@signs.org

Subject: Oregon City Sign Code Update

Good Morning,

The Oregon City Sign code Update is nearing completion! As you know, it was approved by the Planning Commission in October and is now before the City Commission for approval. A summary of the next few meetings is provided below:

- February 10, 2015 City Commission Work Session – Staff will provide an overview of the process in which the code was developed as well as the draft standards.
- March 10, 2015 City Commission Work Session – Staff will discuss enforcement, public education and funding of the new signage standards and resolutions.
- April 1, 2015 City Commission Hearing – The next hearing on the sign code.

Thank you again for your participation in this project! Please feel free to contact me at (503) 496-1553. Thank you

www.OCSignCode.org



Laura Terway, AICP

Planner

Planning Division

City of Oregon City

PO Box 3040

221 Molalla Avenue, Suite 200

Oregon City, Oregon 97045

Direct - 503.496.1553

Planning Division - 503.722.3789

Fax 503.722.3880

Website: www.oregoncity.org | webmaps.oregoncity.org | Follow us on: [Facebook!](#) | [Twitter](#)

*Think **GREEN** before you print.*

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.



City of Oregon City

625 Center Street
Oregon City, OR 97045
503-657-0891

Meeting Agenda City Commission

*Dan Holladay, Mayor
Carol Pauli, Commission President
Brian Shaw, Rocky Smith, Jr., Daphne Wuest*

Tuesday, February 10, 2015

5:30 PM

Commission Chambers

Work Session

1. Convene Work Session and Roll Call

2. Future Agenda Items

The Commission's adopted goals and available staff resources shall be considered when recommending future agenda items. The Commission may add an item to a future agenda with consensus of the Commission.

3. Discussion Items:

3a. [PC 15-152](#) Oregon City Sign Code Update (Legislative Planning File: L 14-01)

Sponsors: Community Development Director Tony Konkol

Attachments: [Staff Report](#)

[October 2014 Draft Sign Code](#)

www.OCSignCode.org

3b. [15-040](#) Review Noise Ordinance

Sponsors: Police Chief and Public Safety Director James Band

Attachments: [Staff Report](#)

[New Noise Ordinance](#)

[Current Noise Ordinance](#)

4. City Manager's Report

5. Adjournment

Agenda Posted at City Hall, Pioneer Community Center, Library, City Web site.

Video Streaming & Broadcasts: The meeting is streamed live on Internet on the Oregon City's Web site at www.orcity.org and available on demand following the meeting. The meeting can be viewed live on Willamette Falls Television on channels 23 and 28 for Oregon City area residents. The meetings are also rebroadcast on WFMC. Please contact WFMC at 503-650-0275 for a programming schedule.

City Hall is wheelchair accessible with entry ramps and handicapped parking located on the east side of the building. Hearing devices may be requested from the City Recorder prior to the meeting. Disabled individuals requiring other assistance must make their request known 48 hours preceding the meeting

by contacting the City Recorder's Office at 503-657-0891.

From: [Tony Konkol](#)
To: [Laura Terway](#)
Subject: FW: Letter for Tonight's Commission Meeting
Date: Friday, February 06, 2015 11:16:35 AM
Attachments: [Letter 150204 Sign Code Commission.pdf](#)
[ATT00001.htm](#)

Please include in the sign code update public comments.

Thanks,
tk

From: David Frasher
Sent: Wednesday, February 04, 2015 4:26 PM
To: Tony Konkol
Cc: Eric Underwood; James Band
Subject: Fwd: Letter for Tonight's Commission Meeting

Tony: Just checking...did Jonathan contact you or send this letter to you as a courtesy in advance?

Thanks,
David

Sent from my iPhone

Begin forwarded message:

From: Kattie Riggs <kriggs@ci.oregon-city.or.us>
Date: February 4, 2015 at 1:47:05 PM PST
To: Brian Shaw <bshaw@ci.oregon-city.or.us>, Carol Pauli <cpauli@ci.oregon-city.or.us>, Dan Holladay <dholladay@ci.oregon-city.or.us>, Daphne Wuest <dwuest@ci.oregon-city.or.us>, "Rocky Smith, Jr." <rsmith@ci.oregon-city.or.us>
Cc: David Frasher <dfrasher@ci.oregon-city.or.us>, Tony Konkol <tkonkol@ci.oregon-city.or.us>, Laura Terway <lterway@ci.oregon-city.or.us>, Bill Kabeiseman <billkab@gsblaw.com>, "crichter@gsblaw.com" <crichter@gsblaw.com>
Subject: FW: Letter for Tonight's Commission Meeting

Commissioners: Please see the attached letter that will be submitted into the record at tonight's Commission meeting. I will upload this to your monitors in the Chamber.

Thank you,
Kattie

From: Jonathan Stone [<mailto:jon@downtownoregoncity.org>]
Sent: Wednesday, February 04, 2015 12:59 PM
To: Kattie Riggs

Subject: Letter for Tonight's Commission Meeting

Hi Kattie, can you please make sure the attached is entered into the record?

Thanks!

--

Jonathan Stone
Executive Director

Main Street Oregon City Inc.
816 Main Street
Oregon City, OR 97045

jon@downtownoregoncity.org

[Download Contact File](#)

Phone (971) 202-1604

fb.com/downtownoc
downtownoregoncity.org

Subscribe to our email list for:

[Property and Business Owners and Volunteers](#)

[Downtown Events and Promotions](#)



February 4, 2015

RE: PC15-150 Sign Code Update

Dear City of Oregon City Commission,

DOCA has been involved with the sign code update process from the very beginning. In general, the proposed changes to the sign code are appropriate. Before next week's work session, I want to offer two items for discussion.

1. A-Frames. While currently not allowed, the city has not enforced their placement in the right of way (primarily on sidewalks). A-Frames have become an important tool for downtown businesses. We are glad that the draft code allows A-frames to be a permitted use but are concerned that the methodology for restricting their frequency does not account for the varying configurations of storefronts and property lines.

As proposed, for example, the Busch-Weinhard building would only be allowed 1 A-Frame to be shared amongst each of its 5 primary tenant entrances along Main Street. Conversely, there are a number of narrower tax lots downtown where effectively every primary tenant entrance would be allowed to have a sign. The draft sign code uses length of storefront to regulate wall signage whereas the existing code uses length of building frontage. If this is an acceptable methodology for wall signs it should be an acceptable methodology for A-frames.

We are requesting that the draft code be changed from 1 A-Frame per property frontage to 1 A-Frame per primary tenant entrance. The needs of a dense pedestrian district are different than car-centric areas throughout the rest of Oregon City. The draft code's restriction means that in the core of downtown over 30 businesses will not have the opportunity to have an A-frame, more if you count storefronts on Washington Street, Midtown, and elsewhere.

Downtown's vacancy is at a low point with more active uses. Not every business wants or needs an A-Frame. Since the signs are not currently enforced, they are essentially unrestricted. With the draft code restricting placement on sidewalk corners, the code goes a long way to address visual goals without unnecessarily excluding

2014 Board

President

David Nash

Vice President

Roger Nickerson

Treasurer

Ron Yost

Secretary

Carol Pauli

Board Members

Michael Berman

Andy Busch

Amber Holveck

Executive Director

Jonathan Stone

some businesses from the opportunity to have a sign.

2. Enforcement and education. DOCA wants to be an active partner in downtown's beautification. We believe education and other incentives will help achieve the aesthetic outcomes that the community wants that are outside of the sign code's legal perview. To the degree that enforcement is needed, we would like to work with the enforcement team to ensure that businesses are making the best of their transition to compliant, visually attractive signage.

Thank you for your consideration.

Regards,

A handwritten signature in black ink, appearing to read 'JS' or 'Jonathan Stone', written in a cursive style.

Jonathan Stone
Executive Director

From: [Melissa Hayden](#)
To: [Laura Terway](#)
Subject: Sign Code Update?
Date: Wednesday, February 04, 2015 5:26:00 PM

Update still in process, correct?

I have a new client going into the MUD zone and want to make sure I'm looking at the correct allowances for wall/blade signs.

Thanks!

Melissa Hayden | Security Signs | Project Manager

Melissa@SecuritySigns.com | www.securitysigns.com

d. 503.546.7114 | m. 360.903.3495 | f. 503.230.1861

2424 SE Holgate Blvd. | Portland, Oregon 97202

Family Owned and Operated Since 1925

Confidentiality Notice: The information contained in this message and/or attachments is privileged and is for the intended recipient only. If you are not the intended recipient and have received this, you are hereby notified that any disclosure, copying, distribution, use of, or reliance on this email or attachments is exempt from disclosure under applicable law. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail and attachments from your system.



February 4, 2015

RE: PC15-150 Sign Code Update

Dear City of Oregon City Commission,

DOCA has been involved with the sign code update process from the very beginning. In general, the proposed changes to the sign code are appropriate. Before next week's work session, I want to offer two items for discussion.

1. A-Frames. While currently not allowed, the city has not enforced their placement in the right of way (primarily on sidewalks). A-Frames have become an important tool for downtown businesses. We are glad that the draft code allows A-frames to be a permitted use but are concerned that the methodology for restricting their frequency does not account for the varying configurations of storefronts and property lines.

As proposed, for example, the Busch-Weinhard building would only be allowed 1 A-Frame to be shared amongst each of its 5 primary tenant entrances along Main Street. Conversely, there are a number of narrower tax lots downtown where effectively every primary tenant entrance would be allowed to have a sign. The draft sign code uses length of storefront to regulate wall signage whereas the existing code uses length of building frontage. If this is an acceptable methodology for wall signs it should be an acceptable methodology for A-frames.

We are requesting that the draft code be changed from 1 A-Frame per property frontage to 1 A-Frame per primary tenant entrance. The needs of a dense pedestrian district are different than car-centric areas throughout the rest of Oregon City. The draft code's restriction means that in the core of downtown over 30 businesses will not have the opportunity to have an A-frame, more if you count storefronts on Washington Street, Midtown, and elsewhere.

Downtown's vacancy is at a low point with more active uses. Not every business wants or needs an A-Frame. Since the signs are not currently enforced, they are essentially unrestricted. With the draft code restricting placement on sidewalk corners, the code goes a long way to address visual goals without unnecessarily excluding

2014 Board

President

David Nash

Vice President

Roger Nickerson

Treasurer

Ron Yost

Secretary

Carol Pauli

Board Members

Michael Berman

Andy Busch

Amber Holveck

Executive Director

Jonathan Stone

some businesses from the opportunity to have a sign.

2. Enforcement and education. DOCA wants to be an active partner in downtown's beautification. We believe education and other incentives will help achieve the aesthetic outcomes that the community wants that are outside of the sign code's legal perview. To the degree that enforcement is needed, we would like to work with the enforcement team to ensure that businesses are making the best of their transition to compliant, visually attractive signage.

Thank you for your consideration.

Regards,

A handwritten signature in black ink, appearing to read 'JS' or 'Jonathan Stone', written in a cursive style.

Jonathan Stone
Executive Director

Comments to Enter into the Record

October 27, 2014 Planning Commission Hearing

File: L 14-01

From: Laura Terway
To: "Daryl Winand"; Tony Konkol
Cc: [Deli Busher \(deli@oregonrealty.com\)](mailto:deli@oregonrealty.com); [Steve Lucas \(stevelucas@oregonrealty.com\)](mailto:stevelucas@oregonrealty.com); Kathy Querin; Jane Leo
Subject: RE: PMAR - Oct 27th Planning Commission Sign Code Recommendations Comments
Date: Friday, October 24, 2014 9:58:00 AM

Thank you,
I will enter your comments into the record on Monday night.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook!](#) | [Twitter](#)
Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.
PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Daryl Winand [<mailto:DWinand@pmar.org>]
Sent: Friday, October 24, 2014 9:14 AM
To: Laura Terway; Tony Konkol
Cc: Deli Busher (deli@oregonrealty.com); Steve Lucas (stevelucas@oregonrealty.com); Kathy Querin; Jane Leo
Subject: PMAR - Oct 27th Planning Commission Sign Code Recommendations Comments

To: Ms. Laura Terway, Planner
Mr. Tony Konkol, Community Development Director
Oregon City, Oregon

Date: October 24, 2014

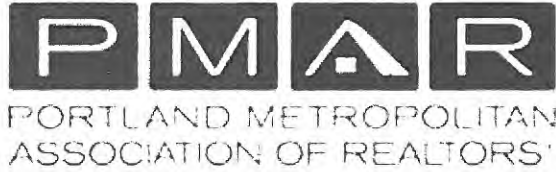
Good morning Laura and Tony,

Attached herewith please find the Portland Metropolitan Association of Realtors® comments with regard to the [Oregon City sign code Staff Recommendations - October 2014 Draft](#) for inclusion in the Planning Commission's informational materials at its Monday, October 27th meeting. I would appreciate confirmation of your receipt of the attached by replying to this email. If you have any

questions, please do not hesitate to contact me at my direct line 503-459-2162.

See you Monday evening,

Daryl Winand
Governmental Affairs Specialist
Portland Metropolitan Association of Realtors®
503-459-2162





October 24, 2014

Charles Kidwell, Chairman
Oregon City Planning Commission
City of Oregon City
625 Center Street
Oregon City, Oregon 97045

Re: Oregon City Sign code Staff Recommendations – October 2014 Draft

Dear Chairman Kidwell and Fellow Commissioners,

On behalf of the more than 6,500 members of the Portland Metropolitan Association of Realtors® (PMAR), I applaud the Oregon City planning department, specifically Ms. Laura Terway, and the Planning Commission in their efforts to establish a workable and mutually beneficial sign code for its citizenry, local businesses and those who conduct business within your city.

At the invitation of Mayor Neeley, PMAR participated in the Oregon City Sign Code Update Community Advisory Team (CAT). The identified purpose of the CAT was to engage interested parties who live and/or work within the city in discussions to identify possible changes to the standards for temporary signs within the Oregon City Sign Regulations. This opportunity was very much appreciated by PMAR.

Every day, individuals and families are buying and selling homes in Oregon City. In 2011 and 2012, Realtors® helped sell more than **\$142 million and \$162 million** worth of property in the City, respectively. In 2013, Realtors® were part of transactions totaling more than **\$236 million**. And year to date 2014, Realtors® have been part of transactions totaling more than **\$222 million** in your city. [Source RMLSTM].

One of the key tools Realtors® use in their business is a sign. Realtors® place signs on a property to communicate with potential buyers. They use signs to assist people in finding homes within your community that are for sale. And, their clients (Oregon City's citizens) ask them to use, and want them to use, signage to market their home. *Our comments with respect to the Oregon City Sign Code Staff Recommendation draft dated October 2014 are as follows:*

Section 15.28.040 Permit Required

PMAR supports and appreciates the inclusion of the language to allow the use of ancillary signs (including A-Frame signs) on private property **without permit**.

Comment: The sale of property is a temporary event, the location of which can change from day to day or week to week. A sign on a property for sale or lease should not be treated in code the same as a stationary business such as a coffee house or gas station.

PMAR urges the Planning Commission to include language within this section to **exempt A-Frame signs within the public right-of-way of residential zones** from any permit and/or fee requirement for limited times.

Comment: There are currently eight (8) cities within the Metropolitan region that allow this type of sign in the right-of-way within residential zones, **without permit**. These are allowed on weekends and/or

Charles Kidwell, Chairman
Planning Commission
October 24, 2014
City of Oregon City
Page 2 of 2

Tuesdays in order to guide potential homebuyers and future citizens to the property for immediate viewing. These cities include Oregon City's neighbor cities of West Linn, Lake Oswego and Wilsonville.

Not all properties are conducive for a visual of an A-Frame Open House Sign placed on private property due to existing fencing and/or landscaping and the only way in which this sign could/would be seen by a potential buyer is if it were placed within the right-of-way.

Section 15.28.060 Signs in Residential Zones

PMAR supports inclusion of language in this Section to allow for two Ancillary Signs on private property **without permit**. However, the limiting of signs on private property is a concern for PMAR in that there needs to be sufficient allowance for marketing of properties within your city to benefit both your current and future citizens.

Section 15.28.100 Signs within the Right-of-Way

PMAR **urges inclusion** of language in Section 15.28.100 to provide for the use of A-Frames within the public Right-of-Way within residential and mixed residential zones - within the recommended time limitations - **without permit**.

Comment: The a-frame, a-board or sandwich board style of sign within the industry are known as "Open Signs" and are simply a four-sided sign with a message on two sides. These portable/temporary signs advise the public that in addition to being available For Sale, the property is also currently open for immediate public viewing. Open houses are commonly held for a limited amount of time on weekends, and perhaps one day during the week.

Helping to maintain the vitality of a city—a community—is what Realtors[®] do. Realtors[®] are business people who serve the community; assist the residents and taxpayers of the city. Realtors[®] help people realize the American Dream of homeownership. PMAR's resources are available to Oregon City to assist in its efforts to establish a workable and mutually beneficial sign code for the citizenry, local businesses and those who conduct business within the city of Oregon City. On behalf of PMAR's members, I will continue to be engaged in the sign code revision discussion and process.

If you have any immediate questions or wish to discuss this matter further, please do not hesitate to contact me at 503-459-2162.

Sincerely yours,



Daryl T. Winand
Governmental Affairs Specialist
Portland Metropolitan Association of Realtors[®]

Cc: Commissioners: Zachary Henkin, Damon Mabec, Bob Mahoney, Tom Geil, Paul Espe, Denyse McGriff
Tony Konkol, Community Development Director
Laura Terway, Planner
PMAR Governmental Affairs Committee
Dorian Barnhart, 2014 PMAR President
Michele Gila, 2014 PMAR Vice President Governmental Affairs
Jane Leo, PMAR Governmental Affairs Director
Kathy Querin, PMAR Chief Executive Officer

From: Laura Terway
To: "Magnetic Sign Company"
Cc: [Graham Cole Peterson](#)
Subject: RE: Question on the new sign code
Date: Friday, October 24, 2014 3:32:00 PM
Attachments: [Oct 2014 Draft Sign Code.pdf](#)

Good Afternoon,

The latest draft of the sign code is attached for your review. The existing code allows 2 square feet of signage for each lineal foot of the building. It is essentially up to the building owner to allocate the signage among the tenants and when each tenant submits a sign permit application they must provide an inventory of the sizes of all the existing wall signs for the other tenants in order to prove there was sufficient space to approve their request. We received a significant number of requests from sign permit applicants, etc. to change the standard to look at each tenant individually, rather than the building as a whole.

The draft proposed code is as follows:

B. Wall Signs. The following standard applies to wall signs in office, commercial, mixed use and industrial zones:

- 1. The number of wall signs is unlimited provided the total combined display surface area of wall signs, projecting signs and banners is no larger than twenty (20) square feet for each ground floor tenant space on which the sign is constructed. For ground floor tenant spaces exceeding twenty (20) feet of wall length on which the sign is constructed and tenant spaces not on the ground floor, signage may be up to one (1) square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed.*
- 2. Signs on structures such as awnings, canopies, false fronts and wall extensions that do not extend more than one (1) foot from the structure are considered wall signs.*

The proposed code for wall signs differs in the following ways:

- We will measure tenant space, rather than the entire building façade.
- The size changed to the following:
 - Ground floor tenants are guaranteed a minimum of 20 square feet. Tenant spaces wider than 20 feet may have 1 square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed.
 - Tenants not on the ground floor, may have 1 square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed.

The square footage is for the total combined display surface area of wall signs, projecting signs and banners. Buildings which are single-story will be more limited with sign size, however multi-story buildings with a variety of tenants may potentially be allowed significantly more signage than the current standard.

- Note that in proposed OCMC 15.28.120, "Signs that were lawfully constructed and otherwise lawfully existing but no longer comply with this code are allowed to remain until removed". Please let me know if you have any additional questions or concerns.

The following is from the Community Advisory Report:

CAT and community comments concerning wall signs in office, commercial and industrial zones generally reflected that signs should be allocated by tenant space (including a minimum amount guaranteed), and though the size of individual wall signs dimensions are not concerning if the total size of wall signs should be reduced and in proportion to the wall. The combined display surface area of wall signs and projecting signs to no larger than one square foot for each linear foot of the wall length of the tenant space on which the sign is erected.

Please let me know if you have any additional questions or concerns.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregoncity.org | www.oregoncity.org | Follow us on [Facebook](https://www.facebook.com/oregoncity) | [Twitter](https://www.twitter.com/oregoncity)
Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.
PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Magnetic Sign Company [mailto:signs@magneticsignpdx.com]
Sent: Friday, October 24, 2014 9:33 AM
To: Laura Terway
Cc: Graham Cole Peterson
Subject: Fwd: Question on the new sign code

Laura,

I apologize about my lack of followup on this sign code but I have a question I wanted to ask from a client who is a local commercial realtor in OC. Please read his email below and let us know what you thing.

Thanks, Ed LaPlante

Magnetic Sign Company... *since 1984*
Fleet Graphics - Site Signs - Banners - Neon
Brochures - Catalogs - Stationery - Labels
17832 S. Wesley Ct., Oregon City, OR 97045
503.631.4350 office
503.502.6675 Ed's cell
signs@MagneticSignPDX.com
www.MagneticSignPDX.com

Begin forwarded message:

From: Graham Peterson <grahamcolepeterson@gmail.com>
Date: October 22, 2014 9:02:25 AM PDT
To: Magnetic Sign Company <signs@magneticsignpdx.com>
Subject: Question on the new sign code

Ed,

I have a concern about the following change:

Wall signs are measured using the tenant space, and not using the entire building wall. The size of wall signs is unlimited so long as the total combined display surface area of wall signs and projecting signs is no larger than one (1) square foot for each lineal foot of the wall length of the tenant space on which the sign is constructed. The previous standard allowed two (2) square feet of signage for each linear foot of a wall.

My concern is that we are shrinking the allowable square footage by half. Also, I think the language may have changed to be the linear feet of the tenant space, when previously it was the building frontage. I could see this as a limiting factor if the city chose to interpret this to allow less linear feet than the building frontage.

Can you offer any support or insight into this?

Cheers,
Graham

--

Graham Cole Peterson
Principal Broker
Commercial Real Estate
Current Listings:
<http://www.loopnet.com/profile/20665212580/Graham-Cole-Peterson/listingslink>

Windermere Community Commercial

Portland Office:
2105 NE 39th Ave, Suite 200
Portland, OR 97212

Oregon City Leasing Office:
619 Madison Street, Suite 108
Oregon City, OR 97045

Mobile 503.319.4267
Fax 503.249.1726
GrahamColePeterson@gmail.com

The contents of this e-mail message and any attachments from Windermere Community Commercial are intended solely for the addressee(s) named in this message. This communication is intended to be and to remain confidential and may be subject to applicable broker/client, Non-Disclosure and/or work product privileges. If you are not the intended recipient of this message, or if this message has been addressed to you in error, please immediately alert the sender by reply e-mail and then delete this message and its attachments. Do not deliver, distribute or copy this message and/or any attachments and if you are not the intended recipient, do not disclose the contents or take any action in reliance upon the information contained in this communication or any attachments.

Oregon Agency Disclosure

Information: http://www.oregonrealtors.org/About_OAR/disclosurepage1det.html

Oregon Buyer's Advisory

Information: http://www.oregonrealtors.org/About_OAR/buyadv.html

From: Laura Terway
To: "missiemay212@yahoo.com"
Subject: FW: Form Submission - Contact
Date: Thursday, October 23, 2014 9:11:00 AM

Good Morning,

The website www.OCSignCode.org is only applicable within the city limits of Oregon City. You may contact the City of [Happy Valley](#) Planning Division at 503.783.3845. Please feel free to contact me with any questions or concerns regarding the signage standards in Oregon City. Thank you



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook!](#) | [Twitter](#)

*Think **GREEN** before you print.*

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

Your Name: T Sofich

Your Email: missiemay212@yahoo.com

Subject: Sign Code Revisions

Message: Laura,

Some owners of Hwy 212 properties have annexed to Happy Valley. Do the regulations for signage apply to us?

From: Laura Terway
To: "BURLEY, SANDI"
Subject: RE: OC Sign Code Update
Date: Monday, October 27, 2014 7:33:00 AM
Attachments: [image001.png](#)

Good Morning,

The meeting tonight is a hearing and is open for public testimony. It will be at 7pm at City Hall. You may review the agenda [here](#). Please let me know if you have any additional questions or concerns.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook!](#) | [Twitter](#)

Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: BURLEY, SANDI [<mailto:sandiburley@clearchannel.com>]
Sent: Monday, October 27, 2014 7:30 AM
To: Laura Terway
Subject: RE: OC Sign Code Update

Thanks, Laura – Does the Planning Commission meeting tonight start at 7:00 pm? Also, I forget is it open for public comment or testimony, or is it more of a work session tonight?

Please advise.

Thanks,
Sandi

From: Laura Terway [<mailto:lterway@ci.oregon-city.or.us>]
Sent: Wednesday, October 8, 2014 11:11 AM
To: 'jeanbob06@comcast.net'; 'ks33030@gmail.com'; 'dwinand@pmar.org'; 'tom.obrien4@comcast.net'; 'melissa@securitysigns.com'; 'pastor@catalystcc.org';

'zhenkin9000@gmail.com'; 'signs@magneticsignpdx.com'; 'sandiburley@clearchannel.com';
'awillhit@yahoo.com'; 'jon@downtownoregoncity.org'

Cc: 'Jennifer Bragar'; 'Ryan Orth'; 'Bridger Wineman'

Subject: OC Sign Code Update

Good Morning,

The proposed Sign Code will be before the Planning Commission on Monday, October 13th for a work session summarizing the code and process thus far and identifying any outstanding issues. the next hearing is scheduled for October 27th.

Thank you again for your participation in this project and feel free to contact me at (503) 496-1553 with any additional questions or concerns. Thank you

www.OCSignCode.org



Laura Terway, AICP

Planner

Planning Division

City of Oregon City

PO Box 3040

221 Molalla Avenue, Suite 200

Oregon City, Oregon 97045

Direct Dial - 503.496.1553

Planning Division - 503.722.3789

Fax 503.722.3880

Website: www.oregoncity.org | www.map.oregoncity.org | Follow us on: [Facebook!](#) | [Twitter](#)

Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday

PUBLIC RECORDS LAW DISCLOSURE: *This e-mail is subject to the State Retention Schedule and may be made available to the public*

From: [Jonathan Stone](#)
To: [Laura Terway](#)
Subject: Over Street Banner
Date: Wednesday, September 24, 2014 12:51:44 PM

Laura, per our conversation yesterday, we are looking to possibly pay for and install an over street banner that would anchor to the Masonic and Funnelbox buildings.

I understand there are sign code and policy implications... but from an installation and anchoring to the building perspective what kind of process can we expect if sign code and policy were to allow it?

Let me know your thoughts!

--

Jonathan Stone
Executive Director

Main Street Oregon City Inc.
816 Main Street
Oregon City, OR 97045

jon@downtownoregoncity.org
[Download Contact File](#)
Phone (971) 202-1604

fb.com/downtownoc
downtownoregoncity.org

Subscribe to our email list for:
[Property and Business Owners and Volunteers](#)
[Downtown Events and Promotions](#)

From: marketmanager@orcifyfarmersmarket.com
To: [Laura Terway](#)
Subject: RE: An FYI:
Date: Wednesday, September 10, 2014 7:01:25 AM

Congrats on baby Liam!

Just an FYI:

I plan on retiring the current market lamppost banners at the end of this season, for both Wed. and Sat. markets.

If allowed, I would have a newly designed banner made next year to coincide with our 10th anniversary.

I would very much like to continue hanging our Downtown Winter Market lamppost banners, which are relatively new and in good shape. Cross street banners don't fare well in the winter due to wind issues.

In all our customer surveys it's the lamppost banners that get noticed the most.

Thanks I'll await the news.

Jackie Hammond-Williams
Market Manager.
Oregon City Farmers Market.
503.734.0192

----- Original Message -----

Subject: RE: Signs and banners
From: Laura Terway <lterway@ci.oregon-city.or.us>
Date: Mon, September 08, 2014 11:16 am
To: "marketmanager@orcifyfarmersmarket.com"
<marketmanager@orcifyfarmersmarket.com>

Jackie,

I have a meeting with Tony Konkol, John Lewis and Martin Montalvo on Wednesday afternoon to discuss city staff's recommendation for cross street banners and banners on light posts. As of now, cross street banners are allowed in the newest draft version of the code but the ones on light posts are not. If you contact me Thursday morning, I will have more information for you.

All is well with baby Liam! Happy and healthy!

Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045



Direct Dial - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.ci.oregon-city.or.us | Follow us on [Facebook](https://www.facebook.com/oregoncity) | [Twitter](https://twitter.com/oregoncity)
Think GREEN before you print

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.
PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Jackie Hammond-Williams <jhammond@ci.oregon-city.or.us>
[mailto:jhammond@ci.oregon-city.or.us]
[mailto:jhammond@ci.oregon-city.or.us]

Sent: Thursday, September 04, 2014 2:14 PM

To: Laura Terway

Subject: RE: Signs and banners

Thank you Laura. I'm out of town Mon and Tues. Can we talk Wed. morning before the Market opens?
Hope all is well with you and the baby:)

Jackie Hammond-Williams
Market Manager,
Oregon City Farmers Market.
503.734.0192

----- Original Message -----

Subject: RE: Signs and banners
From: Laura Terway <terway@ci.oregon-city.or.us>
Date: Thu, September 04, 2014 1:10 pm
To: "marketmanager@orcifyfarmersmarket.com"
<marketmanager@orcifyfarmersmarket.com>

```
#wmQuoteWrapper /* Font Definitions */ @font-face {font-  
family:"Cambria Math"; panose-1:2 4 5 3 5 4 6 3 2 4;}  
#wmQuoteWrapper @font-face {font-family:Calibri; panose-1:2 15 5 2 2  
2 4 3 2 4;} #wmQuoteWrapper @font-face {font-family:Verdana;  
panose-1:2 11 6 4 3 5 4 4 2 4;} #wmQuoteWrapper /* Style Definitions  
*/ p.MsoNormal, #wmQuoteWrapper li.MsoNormal, #wmQuoteWrapper  
div.MsoNormal {margin:0in; margin-bottom:.0001pt; font-size:12.0pt;  
font-family:"Times New Roman","serif";} #wmQuoteWrapper a:link,  
#wmQuoteWrapper span.MsoHyperlink {mso-style-priority:99;  
color:#0563C1; text-decoration:underline;} #wmQuoteWrapper  
a:visited, #wmQuoteWrapper span.MsoHyperlinkFollowed {mso-style-
```

priority:99; color:#954F72; text-decoration:underline;}
#wmQuoteWrapper span.EmailStyle17 {mso-style-type:personal-reply;
font-family:"Calibri","sans-serif"; color:#1F497D;} #wmQuoteWrapper
.MsoChpDefault {mso-style-type:export-only; font-size:10.0pt;}
#wmQuoteWrapper @page WordSection1 {size:8.5in 11.0in;
margin:1.0in 1.0in 1.0in 1.0in;} #wmQuoteWrapper div.WordSection1
{page:WordSection1;}

Jackie,

I just returned from maternity leave this week. I will give you a call Monday once I meet with Tony to get caught up on how the sign code has progressed while I was on leave.



Laura Terway, AICP
Planner

Planning Division

City of Oregon City

PO Box 3040

221 Molalla Avenue, Suite 200

Oregon City, Oregon 97045

Direct Dial - 503.496.1553

Planning Division - 503.722.3789

Fax 503.722.3880

Website: www.orcity.org | webmaps.orcity.org | Follow us on: [Facebook](#) | [Twitter](#)

Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: marketmanager@orcifyfarmersmarket.com
[mailto:marketmanager@orcifyfarmersmarket.com]

Sent: Friday, August 22, 2014 8:14 AM

To: Laura Terway

Subject: Signs and banners

Hi Laura, hope your summer has gone well.

I am looking to start our next years budgeting process as summer draws to a close.

Do you have any information about the new sign code yet that I should be aware of?

We need to update our across street banners, lamppost banners and A frame signs in 2015...our 10th anniversary!

Would you like me to come and talk to you?

Thanks for letting me know.

Jackie Hammond-Williams
Market Manager.

Oregon City Farmers Market.
503.734.0192

From: Laura Terway
To: "damonmabee@comcast.net"
Subject: RE: Planning Commission Agenda - October 27, 2014
Date: Wednesday, October 22, 2014 10:10:00 AM

Good Morning,

Thank you for your email. The mural on the Elks building was not included on the list because the sign complies with the standards for a wall sign. The list is comprised of all painted wall signs/murals which exceed the allowable wall sign dimensions. Smaller murals may not be included if they comply with the standards for wall signs. I really appreciate you reviewing the exempt list, please let me know if you see anything else that should be included.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregoncity.org | webmaps.oregoncity.org | Follow us on: [Facebook!](#) | [Twitter](#)
Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.
PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: damonmabee@comcast.net [mailto:damonmabee@comcast.net]
Sent: Tuesday, October 21, 2014 4:52 PM
To: Laura Terway
Subject: Re: Planning Commission Agenda - October 27, 2014

Hi Laura,

Just did a quick look at the mural list and dont see the one on the Elks building. Any reason why it is not included?

Damon

----- Original Message -----

From: Laura Terway <lterway@ci.oregon-city.or.us>
Sent: Tue, 21 Oct 2014 20:06:04 -0000 (UTC)
Subject: Planning Commission Agenda - October 27, 2014
Good afternoon,

The agenda for the October 27th, 2014 Planning Commission meeting is attached. Please forward and post as required.

Please Note: Pursuant to City Commission Resolution 14-16 procedure, if a speaker wishes to give an electronic presentation, the presentation must be delivered to City staff, preferably via electronic mail, 48 hours prior to the meeting. The citizen's external electronic data device will not normally be permitted to be used on City equipment for security purposes.

The meeting will start at 7:00 P.M. at City Hall.

All agendas, meeting materials and minutes may be accessed at <https://oregon-city.legistar.com/Calendar.aspx>

Please contact the planning division if you have any questions.

Thank you.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregoncity.org | webmap.oregoncity.org | Follow us on: [Facebook](#) | [Twitter](#)
Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Laura Terway
To: "Daryl Winand"
Subject: RE: OC Sign Code Update
Date: Wednesday, October 08, 2014 11:38:00 AM
Attachments: image003.png

Yes, we are still working on the May 12th version, the next draft is scheduled to be released on October 20th for the October 27th Planning Commission hearing.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregocity.org | webmaps.oregocity.org | Follow us on: [Facebook](#) | [Twitter](#)
Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Daryl Winand [mailto:DWinand@pmar.org]
Sent: Wednesday, October 08, 2014 11:22 AM
To: Laura Terway
Subject: RE: OC Sign Code Update

Never mind Laura – I misread the notice as if it said this would be coming before the City Commissioners not the planning commission. However, they are still working with the May 12th draft code correct?

Daryl Winand
Governmental Affairs Specialist
Portland Metropolitan Association of Realtors®
503-459-2162





From: Laura Terway [<mailto:lterway@ci.oregon-city.or.us>]
Sent: Wednesday, October 08, 2014 11:11 AM
To: 'jeanbob06@comcast.net'; 'ks33030@gmail.com'; Daryl Winand; 'tom.obrien4@comcast.net'; 'melissa@securitysigns.com'; 'pastor@catalystcc.org'; 'zhenkin9000@gmail.com'; 'signs@magneticsignpdx.com'; 'sandiburley@clearchannel.com'; 'awillhit@yahoo.com'; 'jon@downtownoregoncity.org'
Cc: 'Jennifer Bragar'; 'Ryan Orth'; 'Bridger Wineman'
Subject: OC Sign Code Update

Good Morning,

The proposed Sign Code will be before the Planning Commission on Monday, October 13th for a work session summarizing the code and process thus far and identifying any outstanding issues. the next hearing is scheduled for October 27th.

Thank you again for your participation in this project and feel free to contact me at (503) 496-1553 with any additional questions or concerns. Thank you

www.OCSignCode.org



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct Dial - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregoncity.org | webmaps.oregoncity.org | Follow us on: [Facebook](https://www.facebook.com/oregoncity) | [Twitter](https://twitter.com/oregoncity)

Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.
PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

David A. Ponder

[Logout](#)

To: dwm@ci.oregoncity.org

[Remove](#) this sender from my allow list

From: literway@ci.oregon-city.or.us

You received this message because the sender is on your allow list.

From: Laura Terway
To: "Daryl Winand"
Subject: RE: PMAR - Welcome Back!
Date: Friday, September 12, 2014 3:44:00 PM
Attachments: [Liam Terway.jpg](#)

Afternoon,

Hope you have enjoyed your summer! Liam Paul Terway is happy and healthy!

The next Planning Commission hearing will be on September 22, 2014. However, at the September meeting, staff is asking for a continuance until October 27th when we hope to have the next version of the code available. At this point, we are still working from the May 12th version. I am anticipating the amendments will go before the City Commission in January/February, so approval will likely occur by March, 2015. I will be sending out an update on the sign code on Monday.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct Dial - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregocity.org | webmaps.oregocity.org | Follow us on: [Facebook!](#) | [Twitter](#)
Think GREEN before you print.

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Daryl Winand [mailto:DWinand@pmar.org]
Sent: Tuesday, September 09, 2014 12:20 PM
To: Laura Terway
Subject: PMAR - Welcome Back!

Hi Laura,

Tony shared with me this morning that you were back at the grind. Welcome back. How are you and family doing?

Daryl Winand
Governmental Affairs Specialist

Portland Metropolitan Association of Realtors®
503-459-2162



PORTLAND METROPOLITAN
ASSOCIATION OF REALTORS®



From: Laura Terway
To: "Melissa Hayden"
Subject: RE: Updated Sign Code
Date: Friday, September 12, 2014 3:41:00 PM

Afternoon,

Hope you have enjoyed your summer! The next Planning Commission hearing will be on September 22, 2014. However, at the September meeting, staff is asking for a continuance until October 27th when we hope to have the next version of the code available. At this point, we are still working from the May 12th version. I am anticipating the amendments will go before the City Commission in January/February, so approval will likely occur by March, 2015. I will be sending out an update on the sign code on Monday.



Laura Terway, AICP
Planner
Planning Division
City of Oregon City
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Direct Dial - 503.496.1553
Planning Division - 503.722.3789
Fax 503.722.3880

Website: www.oregocity.org | webmaps.oregocity.org | Follow us on: [Facebook!](#) | [Twitter](#)
*Think **GREEN** before you print.*

Please visit us at 221 Molalla Avenue, Suite 200 between the hours of 8:30am-3:30pm Monday through Friday.

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Melissa Hayden [mailto:melissa@securitysigns.com]
Sent: Tuesday, September 09, 2014 5:07 PM
To: Laura Terway
Subject: Updated Sign Code

Hi Laura,

What's the status on the updated sign code? Is it moving forward do you think? I have a church in a commercial zone that wants a changing image type sign and I'm not sure what to tell them.

Melissa Hayden | Security Signs | Project Manager

Melissa@SecuritySigns.com | www.securitysigns.com
d. 503.546.7114 | m. 360.903.3495 | f. 503.230.1861
2424 SE Holgate Blvd. | Portland, Oregon 97202

Confidentiality Notice: The information contained in this message and/or attachments is privileged and is for the intended recipient only. If you are not the intended recipient and have received this, you are hereby notified that any disclosure, copying, distribution, use of, or

reliance on this e-mail or attachments is exempt from disclosure under applicable law. Please notify the sender immediately by e-mail if you have received this e-mail by mistake and delete this e-mail and attachments from your system.

for Laura L.

PLEASE CIRCULATE

AUGUST 1986

ZONING News

AMERICAN
PLANNING
ASSOCIATION



RECEIVED

The Clutter and Confusion of Sign Control

Sign control is the most common and difficult problem that local planning and zoning officials deal with. Many communities simply have too many signs, others are plagued with excessive sign sizes, and still others are faced with obnoxious, ugly sign designs. In many commercial areas, the sheer number, size, and clustering of signs make it impossible for people to absorb all the messages. Merchants are constantly escalating the number and size of signs to compete with each other for attention. The result too often is clutter and confusion, competitive waste, and hazardous distractions for motorists traveling city streets.

In turn, many local sign ordinances have become as messy as the signs they try to regulate. A recent APA survey of 60 local sign regulations turned up ordinances that contain definitions and specific regulations for 30 to 40 different types of signs, including standards for the size, placement, and aesthetics of each. Most code regulations vary by zoning district; others include standards specific to individual businesses such as gasoline stations and automobile dealerships. In some cases, it is evident that municipal lawyers or planning and legal departments have written the ordinance without the involvement of code enforcement personnel and without consideration of all those who need to interpret or use it.

Despite the pitfalls of sign control, the APA survey also found that local officials are trying to clarify, simplify, and modernize local codes. Many planners are working on improving two troublesome areas—code enforcement and control of temporary and portable signs. The survey also found a host of special sign controls, new billboard controls, and techniques such as design review and targeted sign controls that protect scenic corridors, historic areas, and even stadiums from too many signs.

Signs of Stumbling Blocks

Effective sign code enforcement and control of temporary and portable signs are the two most common problems dealt with by local planning officials. These problems are closely related because temporary and portable signs are often put up without the necessary permits. But each of these problems was described separately by local planners responding to our survey.

Lack of Code Enforcement. A shortage of staff, the difficulty of detecting illegal signs, and the problems of monitoring temporary signs have made the enforcement of sign regulations a major administrative headache. In some cities, it is tough to force code compliance because business owners are allowed to apply for sign permits "after the fact"—that is, after the sign has been constructed. In other communities, local planners must rely on enforcement letters and persuasion because court proceedings are lengthy, cumbersome, and costly. Many violations are ignored in the case of temporary signs, particularly banners,

Dennis McClendon



Sign quiz. The signs in the photo are: a) too numerous; b) ugly; c) a zoning official's nightmare; or d) all of the above.

pennants, and portable signs that are up for only short periods, and some escape detection by building officials.

Some cities, however, are more aggressive in pursuing sign code violations. Between August 1983 and August 1986, Glendale, California, required approximately 1,500 sign owners to bring existing, nonconforming signs into compliance with the city sign code. The sign code, adopted in early 1974, required compliance within 10 years. As the 10-year amortization period drew closer, the city planning department hired two full-time, temporary staff members to pursue cases of nonconforming signs.

Over a seven-month period, the additional staff inventoried all nonconforming signs and started the process of sending sign owners notices of violations and developing records necessary for legal action. According to city planner Wolfgang Krause, very few of the 1,500 cases required legal action. Most cases were settled by letters from the planning department or the city's legal department. The city received little political flak over the enforcement program because businesses had known about the amortization program for years. Krause reports that support grew for the program because, when some business owners started to comply with the sign regulations, they put pressure on others to comply. Many of the city council members feel that the program has worked and that the compliance campaign has improved the appearance and business climate of the city.

Other cities like Nags Head, North Carolina, and Champaign, Illinois, have reported smaller but significant successes in sign control. In Champaign, zoning administrator Kevin Phillips reports that a new ticket system has been highly effective in getting businesses to remove banners, pennants, and flashing-light signs, which are all illegal under the city's sign code. Phillips reports that businesses are first issued a warning ticket and then fined through a series of \$10 or \$25 tickets. If the owner doesn't remove the illegal sign after the series of tickets, he or she is issued a notice to appear in court for a hearing. In Nags Head, city officials have used the threat of sign removal and civil penalties of \$50 per day to enforce their sign regulations. According to interim planning director David M. Ferris, the city has removed more than 50 illegal signs within the last two or three years—most of which were poorly maintained, unsafe, or dangerous.

Temporary and Portable Signs. According to the APA survey, temporary and portable signs are a nightmare for most local zoning administrators. Temporary signs are typically displayed only for a short period of time and frequently are constructed of lightweight, nondurable materials. Portable signs are movable signs that are not permanently attached to the ground, a structure, or other sign. Many portable signs are mounted on a trailer or truck. These types of signs create special problems because of their poor construction, placement, or appearance.

Local officials have tried to adopt special controls for (or prohibit outright) temporary and portable signs because these signs can become permanent and are often so numerous that they seriously detract from the effectiveness of any legitimate advertising. Temporary signs are sometimes put up without consulting local zoning officials and can become a litter problem when no one removes them following a special event or promotion. Portable signs are frequently placed so close to the public right-of-way that they create special traffic hazards. These signs are intended primarily to attract the attention of passing motorists and sometimes violate local codes by being placed within required setbacks. They can obstruct a driver's view of traffic and often include words like Stop, Caution, or Slow so that they are easily confused with official traffic signs.

Many cities are tightening up codes regulating temporary and portable signs. Modern zoning ordinances more narrowly define when temporary signs may be used—such as for grand opening sales; going out of business sales; seasonal or holiday displays; special civic events; and announcements of new construction or the opening of new subdivisions. With the exception of these types of precise circumstances, temporary signs are often prohibited. In the case of portable signs, many cities simply prohibit them. Others have adopted size and placement

regulations along with special time limits. The permits for portable signs often expire after 30 to 60 days and may be renewed a limited number of times per year.

The APA survey found, however, that few local governments have had success with time limits on portable sign permits. It is usually impossible to monitor all the permits and keep track of expiration dates. To help ensure that temporary permits remain temporary, Evanston, Illinois, requires a \$50 bond that is returned when the sign is removed; the bond is forfeited if the sign is not removed before the permit's expiration date. We found that other cities have used the bond process with success. In the District of Matsqui, British Columbia, and in Simi Valley, California, zoning officials color code sign permits, which must be prominently displayed so that code inspectors can immediately distinguish between permanent and temporary signs and more easily check on the validity of temporary permits.

New Wave Sign Controls

Sign regulations, as much as any other part of a zoning code, reflect local preferences and development objectives. The Las Vegas, Nevada, regulations are, therefore, distinct from those of Beverly Hills, California. The following four trends, however, give some indication of the new-wave approaches to local controls.

Unique Controls. Some new regulations don't fit into categories or classifications. The San Diego and Tucson sign codes require that lighted signs be turned off after certain times or after a store's closing in order to preserve the dark skies necessary for local astronomical observations. Beverly Hills, California, limits the number of colors used in each sign to no more than three in addition to black and white. The Coral Gables, Florida, zoning code includes precise maximum sign illumination levels (expressed in footcandle-feet and footcandle-feet). The sign codes of Ithaca, New York, and Tucson, Arizona, allow for the designation and preservation of signs with historical merit or significance.

Tougher Billboard Controls. A significant number of cities reported that they are trying to prohibit or eliminate billboards. Southampton, New York, has eliminated numerous billboards through the amortization of nonconforming signs, although some of this was accomplished only after expensive legal battles. The sign code of Ann Arbor, Michigan, states that "no billboard shall be erected at any time when there are 30 or more billboard faces in the city." This regulation has literally frozen the number of billboards allowed to no more than the existing number. The zoning department in Denver recently purchased a digital measuring device that can be attached to an inspector's car to determine if billboards meet the city's spacing standards. The code requires that billboards be spaced 300 to 500 feet from each other and 400 feet from any public park, historic district, or city landmark.

Sign Review Boards. Big and small cities have design review boards for sign control. Just last month, Los Angeles established a special sign review board to review applications for any significant variance from the city's sign regulations. Design review boards and architectural commissions review nearly all sign permit applications in Richmond and Beverly Hills, California; Westport, Connecticut; Coral Gables, Florida; and Wellesley, Massachusetts. In Beverly Hills, any sign over 20 square feet in area is subject to design review by the city's architectural commission; in Westport, design review is required for any sign over 30 square feet in area.

Special District Sign Controls. The APA survey found that virtually every community has special district sign controls, especially for historic areas, downtowns, and scenic or parkway corridors. Some cities like Venice, Florida, and Hilton Head, South Carolina, reported that they adopted special sign controls for the corridors of busy arterials and major thoroughfares, where the number, size, and clustering of signs can pose traffic and aesthetic problems.

The APA survey indicates that, given the number of ways that people can erect and use signs, it is inevitable that an

effective scheme of local regulation will be complicated. The APA survey also shows, however, that some sign codes that look good on paper often break down because of ineffective code enforcement. Effective enforcement requires more than a well-written ordinance—adequate enforcement staff and the political support for sign control are the muscle that will make an ordinance work.

1986 Zoning Ordinance Survey

By Leo Lorenzen

The University of Wisconsin's Department of Engineering Professional Development's Program in Planning and Zoning recently released the results of their 1986 survey of zoning ordinances. This national survey was conducted in order to gather information on current trends in zoning and land use.

Survey findings revealed many current concerns related to ordinance development and enforcement. The findings also offer a good means for comparison and evaluation of local zoning and land-use activity. A synopsis of some of the questions and answers follows:

- Q. "Identify the last time your community updated its zoning ordinance."
- A. Of 135 surveys tallied, 35 communities had updated their zoning ordinances in 1986. The last significant year for ordinance updating was 1981 with eight responses, after which responses numbered between one and three communities per year back to 1961.
- Q. "Is your ordinance updated annually?"
- A. Fifty communities answered yes, and 84 answered no. Eleven communities responded that ordinances were updated when the need arose.
- Q. "Is your community presently developing zoning ordinances to manage or control special problems?"
- A. Ninety-eight communities answered yes, and 37 answered no. If a community answered yes, they were asked to identify what special ordinances were being developed. Satellite dish ordinances topped the list with 18 responses; followed by signs (14 responses); parking (11 responses); and group homes (six responses).
- Q. "Which of the following special zoning ordinances has your community developed within the last five years?"
- A. (Answers are followed by number of respondents.)
- | | |
|--|----|
| Recreational Vehicles in Residential Zones | 29 |
| Noise | 20 |
| Signs | 60 |
| Satellite Dishes | 52 |
| Adult Entertainment | 28 |
| Home Occupations | 47 |
| Group Homes | 31 |
- Q. "What specific zoning ordinance is the most difficult to enforce in your community?"
- A. Survey findings show that signs (40 responses); home occupations (23 responses); mobile homes (10 responses); and junk vehicles (8 responses) were the most frequent source of enforcement problems.
- Q. What type of support would be needed to help solve difficult zoning related problems?
- A. The top response was community support (20), followed by additional staff (7); education of the public (6); and enforcement and legal support (5 each).

The developers of the survey recommend that ordinances be evaluated and reviewed frequently in order to monitor changes in planning and land use. They also suggest that systematic

evaluation is an excellent method of reducing enforcement costs and improving the effectiveness of local land-use policies and procedures.

For more information on the zoning ordinance survey, readers may contact Philip Bennett or Steve Koran, Department of Engineering Professional Development, The University of Wisconsin, 432 N. Lake Street, Madison, WI 53706.

New Land-Use Policies Transform Bellevue

By Leo Lorenzen

Over the past decade, Bellevue, Washington, once considered another Seattle suburb, has witnessed the transformation of its image. Through innovative zoning policies, new land-use techniques, and community support, the city is quickly losing its "strip commercial" tag and becoming almost an entirely new "urban entity."

Bellevue's new Downtown Land-Use Code provides much of the impetus for this transformation. New commercial and office development has been directed to the CBD, where well-designed high-rise developments replace stretches of asphalt parking lots. New zoning controls in the CBD permit considerably greater densities than in outlying areas, and strong, new, design review criteria emphasize pedestrian-oriented uses and thoughtful building/sidewalk relationships. The integrity and character of neighborhoods on the periphery of the CBD have also been maintained by applying strict design standards and height and bulk limitations. The intent is to preserve existing residential and neighborhood retail/commercial uses on the perimeter of the CBD as well as the urban focus of the downtown. The major components of the city's new land-use code directly influencing the redesigning of the CBD are outlined below:

Incentive Zoning. Floor-area ratio (FAR) bonuses reward developments that incorporate pedestrian-oriented features and encourage reduced auto traffic. Bonuses are granted for retail frontage, plazas, arcades, canopies, fountains, sculptures, and underground parking. New additions to the bonus menu encourage provision of day care and other human service facilities.

Pedestrian Emphasis. Zoning regulations strictly prohibit single-use parking facilities; mandatory parking ratios (no more than two and a half to three spaces per 1,000 square feet) for office developments are used to encourage mass transit use and to discourage auto travel in the CBD.

Public Spaces. Developers are required to provide several types of public space, and each new development in the downtown core must include a segment of the new pedestrian corridor. Zoning and design review mechanisms for the corridor are directly shaping pedestrian amenities in the CBD, including expanded sidewalk widths, open spaces, retail uses, continuous weather protection, and lighting. Developers receive FAR bonuses for constructing segments of the pedestrian corridor, and the provision of these amenities is the only way for developers to exceed an FAR of eight and a height limit of 300 feet.

CBD Housing. The new downtown code also provides incentives for the construction of downtown housing. Residential uses are encouraged through height and bulk limitations for office buildings. The end result should be a mix of residential and commercial uses in the CBD.

Design Review. Rigorous design review is required for any downtown development before a building permit is issued. The design review process is administrative in nature and involves only the planning department staff. The detailed design

Background of the "Trail of Murals"

In the years surrounding the 150th anniversary of the historic Oregon City, a Trail of Murals was created in downtown Oregon City to celebrate the region's earliest pioneers and to capture their honorable endeavors. The Oregon City Murals Society oversees the production and research for the Trail of Murals to ensure the accuracy of the facts and scenes depicted. Several murals were executed in a single day, where bleacher-style seating was arranged for the Oregon City community to observe. These large paintings can be seen on the sides of historic buildings throughout downtown Oregon City. All murals are free for the public to view.



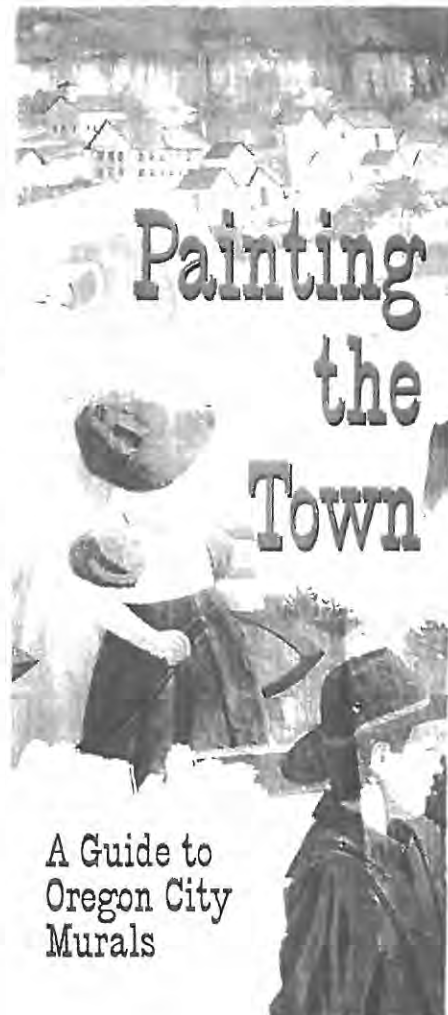
▲ The first "Mural in a Day" of the Hopps family business.



▲ The second "Mural in a Day" depicting a scene from the history of Oregon City.



▲ The third "Mural in a Day" depicting a scene from the history of Oregon City.



A Guide to Oregon City Murals

⑦ "Joseph Meek" 9th Street & Hwy 99 (Elks Lodge)

Artist: Mark Utz

Date: 1995

Building History: Built in 1912 in the Classical Revival style, the building's original architect was E.E. McClaran, who also designed the Carnegie Library. The Elks Lodge was rebuilt in a Mission Revival style after a fire destroyed the original building in 1922. Extensive remodeling in 1968 updated the facade.

The Joseph Meek mural details the three main phases of his life: mountain man, lawman and statesman. One of the first territorial governors, Mr. Meek was present at the con-
fession for the naming of Portland (held in Oregon City at the historic Ernautinger House).

At the time of the painting, artist Mark Utz was a lawman himself, serving as an officer with the Oregon City Police Department.



⑥ "Collage of History" 503 Main Street

Date: 1992

Artist: Larry Kangas

Building History: This building has continuously housed a saloon or tavern as far back as 1884.

This was the first of the mural projects. It took artist Larry Kangas about three weeks to complete. It is a composite of several historical photographs found at the Clackamas County Historical Society that depicts the history of trade at Willamette Falls. The Native American industries of fishing and bead making are highlighted. The mural also honors the mill industry, which has used Willamette Falls to generate power dating back to the 1850s.



As face models for the lumberjacks, Kangas used local community members (including the tavern owner and the Chief of Police at the time) and even a few celebrities.

② "Women in History" 818 Main Street

Artist: Jennifer Joyce

Date: 1993

Building History: Site of Oregon City's first Safeway grocery store in 1928.

This mural depicts the artist's vision of daily life in the early 1800s for women of the Oregon Territory.

This female-themed mural was painted by a woman artist, Jennifer Joyce, on a building that, in 1993, housed a women-owned drycleaning shop business.



③ "Abernethy Green" 719 Main Street

Artists: Larry Kangas, Michelle Nunnally, Mary Paige Rose, Leon Laucirica, Mary McMurray

Date: August 1993

Building History: Constructed in 1888 to house the E.C. Caulfield Drug Store, it was leased in 1918 and later purchased in 1927 by George Gardner who ran a jewelry store there.

This was the second "Mural in a Day." The scene portrays the early settlers at the End of the Oregon Trail on Abernethy Green, marking the end of their journey where they would register with Oregon City founder, Dr. John McLoughlin. Dr. McLoughlin provided food and medical assistance to those who needed it after their journey.



④ "Hopp Family Photo" 916 Main Street

Artists: Larry Kangas, Roger Cooke, Pat Bushway, John Freese, Leo Laurica

Date: August 1992 (due to weather process, it was repainted in 2016 on new paint by Larry Kangas, and placed on the opposite side of the building)

Building History: In 1921 the site was purchased by the Hopp family who constructed a building in front of the residence for the family business which has continuously operated on the site since 1925. The current building replaced it in 1971.



Land artist Larry Kangas oversees the production of this first "Mural in a Day," a depiction of the Hopp family business. Six artists followed Kangas' instructions, working on separate pieces of the grid, as he coordinated the overall flow of the finished work. Bladder-style seating was set up for local residents and passersby to watch its progress. It was completed in 12 hours and received attention from local media including The Oregonian.



This mural shows a family during the final stages of their trip to Oregon City, standing on the West Lane side of the Willamette River. An interesting note is that the boy working was modeled on the artist's son, Brady, and the little girl on the daughter, Stephanie.



⑤ "First Trolley" 705 Main Street

Artist: Larry Kangas

Date: 1992

Building History: Originally constructed in 1908, this building has held both the O.K. Barber Shop and later, a confectionery store. It is one of the few remaining wood frame buildings on Main Street.

This mural is a depiction of one of the first trolleys on Oregon City's Main Street. The face of the conductor in the front of the trolley is that of business man Uli Arbour, owner of the building.



⑧ "Dr. Forbes Barclay" 610 Main Street

Artist: Roger Cooke

Date: 1992

Building History: The Stevens Building, built in 1929 replaced an older building on this site. J.C. Penney occupied the building in July, 1929. It was rebuilt after a fire in July, 1950.

Forbes Barclay was an early Oregon City physician, one of the first doctors to bring modern medicine west of the Mississippi. He was first employed by the Hudson's Bay Company at Fort Vancouver (near the present site of Vancouver, Washington). When the fur business eventually dwindled, he moved to Oregon City.

Dr. Barclay was a close confidant of Oregon City founder, Dr. John McLoughlin. He served many important roles in Oregon City including County Coroner, School Superintendent, City Councilman, and Mayor. Forbes Barclay's house can still be visited on the hill above the Willamette (next to the McLoughlin House).



Photos courtesy of Ingrid V. Aubry, the Hopps family, and the City of Oregon City

HWY 99

MAIN STREET

"Collage of History"
503 Main Street (side of bldg)



"Joseph Meek"
6th Street & Hwy 99

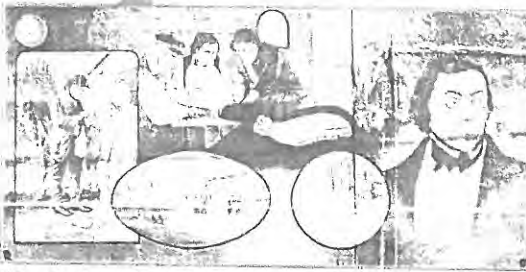


HWY 99

6th STREET
7th



"First Trolley"
705 Main Street



"Dr. Forbes Barclay"
610 Main Street (side of bldg)

8th



"Abernethy Green"
719 Main Street (side of bldg)

MAIN STREET

9th
10th



"Women in History"
818 Main Street



"Hopp Family Photo"
916 Main Street (side of bldg)

"The Last Stop"
1001 Main Street (side of bldg)



This project is supported in part by a grant from the Clackamas County Cultural Center and the Oregon Cultural Trust. Additional thanks to Oregon City's City of History Task Force for their financial support and Ingrid Aubry of RQ Companies and the nonprofit Oregon City Chamber of Commerce for their design and photo layout of this brochure.



April 21, 2014

Mayor Doug Neeley
Commission President Kathy Roth
Commissioner Rocky Smith
Commissioner Carol Pauli
Commissioner Betty Mumm
City of Oregon City
625 Center Street
Oregon City, OR 97045

RE: COMMENTS FOR CONSIDERATION – SIGN CODE UPDATE

For years Clackamas Community College has been aware that the necessary information and exciting events taking place inside our campus are not well communicated to our students, neighbors and the members of our district who drive by our Molalla and Beaver Creek entrances. Many months ago we began to investigate installing electronic signage that could tell our neighbors what's going on inside CCC. Our discussions with the city informed us that Oregon City was going through a Sign Code update and our involvement and comments would be much appreciated.

Knowing that our input was crucial to the process, I attended several of the Community Advisory Team (CAT) meetings. I read a letter to the CAT members discussing our needs and asked for consideration that electron message centers (EMCs) be allowed into the new sign code. At the November 18th open house the community was invited to respond to several questions concerning signage in the city. Question #9 asked if electronic message centers should be permitted. Of the 25 dots placed on the response board, 8 were place under "yes", 15 were placed on "yes with planning commission review" and only 2 dots were placed on the "no" response. Question #10 asked how often the EMC message should be allowed to change. Of the 24 dots placed on the response, 8 were placed under the 'once per day' response and 15 were placed in the once every 10-minutes to once every 8-seconds lines.

I feel the public who attended the open house not only supports EMCs but showed some favor on allowing the EMC's message change frequently. The CAT's recommendation to the Planning and City commissions showed that they were split on if EMCs should be allowed for condition uses and if conditional uses would be required to allow the sign type.

I would like to keep our request for EMCs with frequent message changes alive both with the Planning and City Commissions. We are requesting language in the new sign code that would allow the college to place an EMC at both our Molalla and Beaver Creek entrances with the ability to change messages frequently (for example, every 8-seconds). With such approval

19600 South Molalla Avenue,
Oregon City, Oregon 97045
503-657-6958



April 21, 2014

Oregon City Planning Commissioners

Zachary Henkin

Damon Mabee

Bob Mahoney

Tom Geil

Charles Kidwell

Paul Espe

Denyse McGriff

City of Oregon City

625 Center Street

Oregon City, OR 97045

RE: COMMENTS FOR CONSIDERATION – SIGN CODE UPDATE

For years Clackamas Community College has been aware that the necessary information and exciting events taking place inside our campus are not well communicated to our students, neighbors and the members of our district who drive by our Molalla and Beavercreek entrances. Many months ago we began to investigate installing electronic signage that could tell our neighbors what's going on inside CCC. Our discussions with the city informed us that Oregon City was going through a Sign Code update and our involvement and comments would be much appreciated.

Knowing that our input was crucial to the process, I attended several of the Community Advisory Team (CAT) meetings. I read a letter to the CAT members discussing our needs and asked for consideration that electronic message centers (EMCs) be allowed into the new sign code. At the November 18th open house the community was invited to respond to several questions concerning signage in the city. Question #9 asked if electronic message centers should be permitted. Of the 25 dots placed on the response board, 8 were placed under "yes", 15 were placed on "yes with planning commission review" and only 2 dots were placed on the "no" response. Question #10 asked how often the EMC message should be allowed to change. Of the 24 dots placed on the response, 8 were placed under the 'once per day' response and 15 were placed in the once every 10-minutes to once every 8-seconds lines.

I feel the public who attended the open house not only supports EMCs but showed some favor on allowing the EMC's message change frequently. The CAT's recommendation to the Planning and City commissions showed that they were split on if EMCs should be allowed for condition uses and if conditional uses would be required to allow the sign type.

I would like to keep our request for EMCs with frequent message changes alive both with the Planning and City Commissions. We are requesting language in the new sign code that would allow the college to place an EMC at both our Molalla and Beaver Creek entrances with the ability to change messages frequently (for example, every 8-seconds). With such approval from the City, we would be able to effectively communicate with our students, neighbors and district members the many events going on inside the campus.

For our students or potential students

When is the first day to register for classes?
When is the first day of school?
When is the last day to add/drop a class?
When are scholarship applications due?
When is a special speaker or event on campus?

For our neighbors and local residents

What plays are happening at the Niemeyer performing art center?
When are the student stand-up comedy and theater improvisational nights?
When are the jazz or choir competition and festivals?
What events are planned for the Environmental Learning Center?

For the sports minded

When are cross-county, track and wrestling meets?
When are softball, baseball, basketball and volley ball games?
When are high school tournaments and dance and martial competitions?
When are youth sports camps and community recreation opportunities?

Other things that happen on our campus

When are career and benefit fairs?
Is the college closed for weather or other emergency?
What opportunities may be available for our local veterans?

We are excited to have Sign Code language that will allow EMCs that will greatly aid Clackamas Community College in informing our community what goes on inside the CCC campus. I thank you and look forward to your continued support during this Sign Code update.

Sincerely,



Bob Cochran, P.E.
Dean of Campus Services
Clackamas Community College

Cc: Laura Terway, Planner

19600 South Molalla Avenue,
Oregon City, Oregon 97045
503-657-6958

File L 14-01

Comments to enter into the record at the 4.14.2014 Planning Commission hearing.

From: Laura Terway
To: ["marketmanager@orcifyfarmersmarket.com"; John M. Lewis](mailto:marketmanager@orcifyfarmersmarket.com)
Subject: RE: Signage
Date: Tuesday, April 08, 2014 3:35:00 PM

Jackie,

John Lewis is now working on addressing banners on light posts. The latest draft of the code will still allow A-frames in the right-of-way and cross-street banners.

John,

Can you contact Jackie when you have a moment?

Thanks

From: marketmanager@orcifyfarmersmarket.com [mailto:marketmanager@orcifyfarmersmarket.com]
Sent: Tuesday, April 08, 2014 3:23 PM
To: Laura Terway
Subject: Signage

Hi Laura, I was wondering if you have made any headway about the banner predicament? I'm just leaving for our annual vendor meeting but will be back in the office tomorrow.
Thanks.

Jackie Hammond-Williams
Market Manager.
Oregon City Farmers Market.
503.734.0192

From: Laura Terway
To: ["Bob Cochran"](#)
Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report
Date: Tuesday, April 08, 2014 3:15:00 PM
Attachments: [image003.png](#)

Bob,

I would recommend you attend the June 10th or July 16th City Commission rather than the May 7th.

The May 7th is going to be a continuance so there will likely be very little discussion on the sign code. All of the meetings are open to the public though.

-Laura

From: Bob Cochran [mailto:bobc@clackamas.edu]
Sent: Tuesday, April 08, 2014 3:14 PM
To: Laura Terway
Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Thanks Laura and wow...that is a lot of future meetings.

Can I safely assume that I would only attend the first "Hearing" of each Commission?

That meaning the Planning Commission on April 14th and City Commission on May 7th. Not that I wouldn't enjoy each and every meeting but wow, that is a lot of meetings.

And I guess, is the work session on June 10th a public hearing event too?

Thanks

BC


Bob Cochran, P.E.
Dean of Campus Services
 Clackamas Community College
Lewelling Building 107
19600 Molalla Avenue
Oregon City, Oregon 97045
Voice: 503.594.6790 | Fax: 503.594.6798 | Email: BobC@clackamas.edu

From: Laura Terway [mailto:lterway@ci.oregon-city.or.us]
Sent: Tuesday, April 08, 2014 3:02 PM
To: Bob Cochran
Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Bob,

The latest hearing schedule for the sign code is attached. As we move forward, we are not anticipating many changes to the schedule. We do anticipate the code may be amended throughout the adoption process. The next draft version of the code will be in the May 12 Planning Commission agenda.



Laura Terway, AICP
Planner
Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Phone: 503.496.1553
Fax: 503.722.3880
lterway@orcity.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Bob Cochran [<mailto:bobc@clackamas.edu>]

Sent: Tuesday, April 08, 2014 9:12 AM

To: Laura Terway

Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Good Morning Laura: I am trying to track the progress of the sign code revisions. I have on the schedule you provided last month, a meeting with City Commission tonight. When reviewing their agenda, I noticed that sign code updates is not listed. Is that correct?

There is not an agenda for other future meetings so can I assume my next chance to address the Planning Commission will be on April 14th?

Thanks in advance and please let me know of any current status and changes to the draft schedule so I can present the college's need for EMS.

BC



Bob Cochran, P.E.
Dean of Campus Services



Clackamas Community College
Lewelling Building 107
19600 Molalla Avenue
Oregon City, Oregon 97045

Voice: 503.594.6790 | Fax: 503.594.6798 | Email: BobC@clackamas.edu

From: Laura Terway [<mailto:lterway@ci.oregon-city.or.us>]
Sent: Thursday, March 13, 2014 11:35 AM
To: Bob Cochran
Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Bob,

The meeting on March 24th is a work session intended to explain the proposed sign code to the Planning Commission prior to the first hearing and get their initial feedback. The first actual public hearing is on April 14, 2014 at 7pm at City Hall. Attached you will find a draft schedule of the anticipated hearings. You (or another person from the college) may testify at the work session or any of the public hearings or submit written documentation which we will pass along to the commissioners.



Laura Terway, AICP
Planner
Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Phone: 503.496.1553
Fax: 503.722.3880
lterway@city.oregon-city.or.us

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Bob Cochran [<mailto:bobc@clackamas.edu>]
Sent: Tuesday, March 11, 2014 2:41 PM
To: Laura Terway
Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Good Afternoon Laura:

Thank you for the update on the CAT. I see that there is a split vote by the CAT on the electronic message board signs. Unfortunately, I was unable to attend

the planning commission workshop last night as I was involved in a interview panel for a vice president of the college. In addition, I noticed that the next workshop is on Monday, March 24th. This meeting falls on spring break and I have scheduled vacation time and will be unable to attend this workshop too.

I want to make sure that the college's sign needs (specifically electronic message centers) stay in the discussion. Would I be able to write a letter and either have you or one of my staff read this into the record next meeting?

Thanks in advance Laura.

Bob Cochran



From: Laura Terway [<mailto:lterway@ci.oregon-city.or.us>]

Sent: Monday, March 10, 2014 5:51 PM

To: zhenkin9000@gmail.com; dwinand@pmar.org; guttmcg@msn.com; emahoney240@msn.com; tom.geil@rocketmail.com; pespe@ci.oswego.or.us; ckidwell@leebarc.com; edmica3@yahoo.com; mike.k.mitchell@gmail.com; tom.obrien4@comcast.net; pastor@catalystcc.org; comprehensivetx@aol.com; ethan.downtownoc@gmail.com; maizeemae@aol.com; lavenderhillcottageoc@gmail.com; retrorevivaloc@gmail.com; lindaxoxo@molalla.net; scarpenter@bctonline.com; sean@nebbiolowinebar.com; levi.manselle@clackamasfcu.org; jill@nvvboutique.co; jerry.herrman@birdlink.net; shirleyanne4557@yahoo.com; info@christmasatthezoo.com; jessebuss@gmail.com; gordon@gkwphoto.com; blues_rae@msn.com; kimberlywalch@yahoo.com; christinehermann@clearchannel.com; danieldhruva@clearchannel.com; Bob Cochran; brian.martin@greshamoregon.gov; maraleesdance@live.com; zksc7@yahoo.com; sandiburley@clearchannel.com; oregoncityicehouse@hotmail.com; AmyD1122@Gmail.com; kayp@clackamas.us

Subject: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Good Afternoon,

Oregon City staff is pleased to announce that the staff recommendations and the final report from the Sign Code Update Community Advisory Team (CAT) are available for your review [here](http://www.OCSignCode.org)! Please feel free to contact me at (503) 496-1553. Thank you

www.OCSignCode.org



Planner

Planning Division

PO Box 3040

221 Molalla Avenue, Suite 200

Oregon City, Oregon 97045

Phone: 503.496.1553

Fax: 503.722.3880

literway@orc.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

April 11, 2014

Charles Kidwell, Chairman
Oregon City Planning Commission
City of Oregon City
625 Center Street
Oregon City, Oregon 97045

Re: Proposed Sign Regulation Revisions – Chapter 15.28 of the Oregon Municipal Code

Dear Chairman Kidwell and Fellow Commissioners,

On behalf of the more than 6,000 members of the Portland Metropolitan Association of Realtors® (PMAR), I applaud the Oregon City planning department, specifically Ms. Laura Terway, and the Planning Commission in their efforts to establish a workable and mutually beneficial sign code for its citizenry, local businesses and those who conduct business within your city.

At the invitation of Mayor Neeley, PMAR participated in the Oregon City Sign Code Update Community Advisory Team (CAT). The identified purpose of the CAT was to engage interested parties who live and/or work within the city in discussions to identify possible changes to the standards for temporary signs within the Oregon City Sign Regulations. **This opportunity was very much appreciated by PMAR.**

Every day, individuals and families are buying and selling homes in Oregon City. In 2011 and 2012, Realtors® helped sell more than **\$142 million and \$162 million** worth of property in the City, respectively. In 2013, Realtors® were part of transactions totaling more than **\$236 million**. And year to date 2014, Realtors® have been part of transactions totaling more than **\$56.5 million** in your city. [Source RMLS™].

One of the key tools Realtors® use in their business is a sign. Realtors® place signs on a property to communicate with potential buyers. They use signs to assist people in finding homes within your community that are for sale. And, their clients (Oregon City's citizens) ask them to use, and want them to use, signage to market their home. Our comments with respect to the *Oregon City Sign Code Staff Recommendation* draft dated March 10, 2014 are as follows:

Section 15.28.040 Permit Required

PMAR supports inclusion of the proposed language to allow the use of both free standing and A-Frame signs on private property **without permit**.

Comment: The sale of property is a temporary event, the location of which can change from day to day or week to week. A sign on a property for sale or lease should not be treated in code the same as a stationary business such as a coffee house or gas station.

PMAR urges the Planning Commission to include language within this section to exempt A-Frame signs within the public right-of-way from any permit and/or fee requirement.

Comment: There are currently eight (8) cities within the Metropolitan region that allow this type of sign in the right-of-way within residential zones, **without permit**. These are allowed on weekends and/or Tuesdays in order to guide potential homebuyers and future citizens to the property for immediate

viewing. These cities include Oregon City's neighbor cities of West Linn, Lake Oswego and Wilsonville. Not all properties are conducive for a visual of an A-Frame Open House Sign placed on private property due to existing fencing and/or landscaping and the only way in which this sign could/would be seen by a potential buyer is if it were placed within the right-of-way.

Section 15.28.060 Signs in Residential Zones

PMAR urges the planning commission to also include language in this Section to allow for the two additional Ancillary Signs on private property **without permit**.

Comment: The limiting of signs on private property is a concern for PMAR in that there needs to be sufficient allowance for marketing of properties within your city to benefit both your current and future citizens.

Section 15.28.100(4)(b) Signs within the Right-of-Way

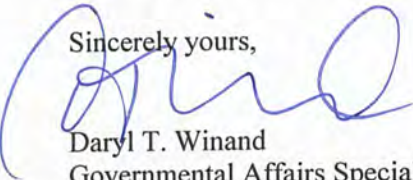
PMAR supports the proposed language in Section 15.28.100(4)(b) which provides for the use of A-Frames within the public Right-of-Way within residential zones with the recommended time limitations.

Comment: The a-frame, a-board or sandwich board style of sign within the industry are known as "Open Signs" and are simply a four-sided sign with a message on two sides. These portable/temporary signs advise the public that in addition to being available For Sale, the property is also currently open for immediate public viewing. Open houses are commonly held for a limited amount of time on weekends, and perhaps one day during the week.

Helping to maintain the vitality of a city—a community—is what Realtors® do. Realtors® are business people who serve the community; assist the residents and taxpayers of the city. Realtors® help people realize the American Dream of homeownership. PMAR's resources are available to Oregon City to assist in its efforts to establish a workable and mutually beneficial sign code for the citizenry, local businesses and those who conduct business within the city of Oregon City.

If you have any immediate questions or wish to discuss this matter further, please do not hesitate to contact me at 503-459-2162.

Sincerely yours,



Daryl T. Winand
Governmental Affairs Specialist
Portland Metropolitan Association of Realtors®

Cc: Commissioners: Zachary Henkin, Damon Mabee, Bob Mahoney, Tom Geil, Paul Espe, Denyse McGriff
Tony Konkol, Community Development Director
Laura Terway, Planner
PMAR Governmental Affairs Committee
Dorian Barnhart, 2014 PMAR President
Michele Gila, 2014 PMAR Vice President Governmental Affairs
Jane Leo, PMAR Governmental Affairs Director
Kathy Querin, PMAR Chief Executive Officer

From: Laura Terway
To: ["jameshbean@msn.com"](mailto:jameshbean@msn.com)
Subject: Proposed Amendments to the Oregon City Sign Code
Date: Wednesday, March 12, 2014 12:10:00 PM
Attachments: [Existing Sign Code Chapter 15.28.pdf](#)
[3.10.14 Draft Sign Code Chapter 15.28.pdf](#)

Thank you for your request for the proposed sign code. Enclosed you will find a copy of the existing signage standards as well as proposed draft code. To learn more about the project, please visit the [project website](#) and to learn more about the notice that was sent to you, please click [here](#). Please feel free to call me at 503.496.1553 with any additional questions or concerns.

www.OCSignCode.org



Laura Terway, AICP
Planner
Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Phone: 503.496.1553
Fax: 503.722.3880
lterway@orcify.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: *This e-mail is subject to the State Retention Schedule and may be made available to the public.*

Oregon City Sign Code Staff Recommendation

March 10, 2014 DRAFT

The following is intended to replace Chapter 15.28 of the Oregon City Municipal Code.

15.28.010 Purpose of sign regulations

This chapter regulates the construction, placement and maintenance of signs to protect and enhance public health, safety, welfare and property. The code:

1. Allows signs compatible with the character and uses allowed in the zoning district in which they are located;
2. Maintains the effectiveness of traffic control signs throughout the city;
3. Prohibits signs, or portions thereof, that conflict with the safe movement of people and emergency services, constitute a public nuisance or hazard, are of unsafe construction, or that demand attention as a result of their dominating size or motion;
4. Maintains and enhances the scenic and other aesthetic qualities of the city; and
5. Supports the economic development of Oregon City businesses.

Proposed Changes to the Existing Code – Purpose Statement

- Minor rewording edits.
- “Supports the economic development of Oregon City businesses” is added.
- The scope of the chapter is separated into a separate section.

15.28.020 Definitions.

“Abandoned sign” means a sign structure where no sign has been in place for a continuous period of at least 6 months.

“A-frame sign” also known as “sandwich board” or “tent sign” means a movable steeply angled sign with two sides that meets at the top in the shape of the letter “A” and is not attached to a structure or the ground.

“Air Blown Sign” A sign that is intended to be inflated by air or other gas.

“Ancillary sign” means any sign allowed by this code, with or without permit, that is not a freestanding, incidental freestanding, wall, roof or projecting sign. If allowed within the zoning designation, ancillary signs include, but are not limited to, signs with an area less than 6 square feet, A-frame signs, flags (excluding attention flags), and banners.

“Attention flag” also known as “flutter,” “feather,” “teardrop,” or “blade,” means a pole-supported sign made of fabric, vinyl, or other similar non-rigid material, where one side of the sign is more than three times as long as any other side.

“Banner” means a sign made of fabric, vinyl, or other similar non-rigid material.

“Billboard” means a sign with a display surface area of three hundred square feet or more, including but not limited to, outdoor advertising signs as defined in ORS 377.710(21).

“Business” means any trade, profession, occupation or pursuit of every kind conducted in the city for gain.

“Construct” or “constructed” means to construct, erect, build, assemble, alter, place, affix, attach, create, recreate, paint, draw or in any way bring into being or establish.

“Display” means an arrangement of objects intended to decorate, advertise, entertain, or inform people about something.

“Display surface area” is defined in Section 15.28.050.

"Fence" and "fencing" mean any barrier or section thereof, other than a wall, designed to delimit a boundary or provide a visual screen.

"Flag" means a piece of fabric of distinctive design that is displayed hanging free from a staff, halyard or building to which it is attached.

"Freestanding sign" means a sign wholly supported from the ground by its own integral structure.

"Frontage" means the full length of a parcel of property that abuts a dedicated street, highway,¹ freeway or a the City-approved vehicular public access easement.

"Government owned sign" means a sign owned by a government agency, but does not include a sign constructed by a third-party with grant funds obtained from a government agency.

"Maintenance" means normal care or servicing needed to keep a sign functional or perpetuate its use, such as cleaning, replacing, or repairing a part made unusable by ordinary wear, and changing light bulbs.

"Natural materials" means metal, wood, stone, brick and rock or any combination thereof.

"Premises" means a lot or number of lots as approved by the community development director.

"Projecting sign" means a sign projecting more than one foot from the wall of a building².

"Public mural" means an original, two-dimensional work of visual art, comprised of paint, ceramic or glass tiles, or tesserae, executed by hand directly upon, or affixed directly to an exterior wall of a building, where the original, two-dimensional work of visual art has been approved by the Oregon City Arts Commission and accepted by the City into its public art collection pursuant to this Chapter. A public mural is not an original work of visual art if it is mechanically reproduced or computer generated and printed on a base that will be attached to the wall, such as, by way of illustration but not limitation, images digitally printed on vinyl.

"Roof sign" means a sign constructed or maintained wholly upon or over the roof of any building with the principal support on the roof structure.

"Sign" means any sign, display message, emblem, figure, painting, drawing, placard, poster, billboard, carving or other thing that is designed, used or intended to convey a message or image and is used to inform or attract the attention of the public, and the term includes the sign structure, display surface and all other component parts of a sign; when dimensions of a sign are specified, the term includes panels and frames; and the term includes both sides of a sign of specified dimensions or display surface area.

"Sign face" means the total area as measured pursuant to Section 15.28.050.

"Sign official" is the person designated by the City Manager to enforce the provisions of this chapter, including the review of permit applications, the interpretation of the provisions of this chapter and the issuance of permits.

"Tenant space" means the portion of a structure occupied by a single commercial lease holder, or an owner-occupied space with its own public entrance from the exterior of the building or through a shared lobby, atrium, mall, or hallway and separated from other tenant spaces by walls.

"Traffic control sign or device" means a sign approved through the right-of-way permit process through the City's Public Works Division, where the sign complies with the City's Street Standards and/or the Manual on Uniform Traffic Control Devices (MUTCD). In addition, traffic control sign or device includes signs on private property associated with an approved traffic control plan prepared by a transportation engineer and approved by the City through a Site Plan and Design Review process.

"Undeveloped lot" means a property without a building, business or valid land use approval.

¹ Note that highways and freeways are considered frontages.

² CAT suggested projecting signs should be signs projecting more than four (4) inches.

"Wall sign" means a sign that is attached to the wall of a building and extends no more than twelve inches from a wall.

Proposed Changes to the Existing Code – Definitions

- The following definitions deleted: incidental sign, obsolete sign, temporary sign, and wall.
- New definitions for A-frame sign, air blown sign, ancillary sign, attention flag, banner, business, display, flag, government owned sign, tenant space, and undeveloped lots.
- Minor rewording edits.

15.28.030 Scope of sign regulations.

Scope. All signs shall be constructed and maintained only as provided by this chapter, except for the following³:

1. Signs not visible from either a public right-of-way or property under different ownership, provided such signs shall be constructed and maintained in accordance with applicable law;
2. Signs inside a building, except for strobe lights or floating lights visible from the right-of-way or other private property;
3. Signs carved into or part of materials that are an integral part of a building.
4. Signs attached to, or carried by a person;
5. Signs required by law or legal action;
6. Government owned signs within the right-of-way;
7. Government owned signs within government-designated parks, Metro-designated open space and at stormwater facilities;
8. Public murals as defined in 15.28.090 existing prior to adoption of this code; and
9. Traffic control signs and devices.

Proposed Changes to the Existing Code – Scope of Sign Regulations

- All government owned signs are no longer exempt.
- Items 4-9 are new exemptions.

15.28.040 Permit required.

- A. Permit Required. No sign shall be constructed except as provided by this chapter and a permit has been issued by the sign official. This permit requirement applies to all signs, except those specifically exempt by a provision of this chapter.
- B. The following signs on private property do not require a sign permit.
1. Changes of copy whereby the sign size and material are not changing but the message is changing do not require a sign permit.
 2. Freestanding signs with no more than two faces, the total of which does not exceed six (6) square feet in area per sign face, excluding banners, and subject to the limitations identified for ancillary signs;
 3. A-frame signs, subject to the limitations under Section 15.28.100(I).
 4. Flags (excluding attention flags).
- C. Permit Application. Application for a sign permit shall be made in writing upon forms furnished by the sign official. A permit application fee shall accompany the application. The amount of the fee shall be adopted by resolution of the city commission. The application shall include all plans and

³ The Community Advisory team suggested signs painted on the sides of buildings to be exempt but did not vote to make a recommendation on the matter.

information necessary to establish that the proposed sign complies with all applicable requirements of this chapter and applicable buildings, structural and life safety codes. The permit shall be valid if the sign is constructed in compliance with the city code, and to the specifications described in the approved sign permit. Any permit issued under this chapter shall be void if no substantial physical action be taken, in accordance with any conditions of the permit and the applicable requirements of this chapter, within ninety days following the date of its issuance, excluding appeals and for LUBA or judicial review. Any permit issued under this chapter shall remain in effect as long as the sign is constructed in compliance with any permit conditions and all applicable provisions of this chapter. If an applicant seeks to have the city treat its property as a premise for purposes of the sign code, then the application shall explain how the property meets the definition of premises in Section 15.28.020.

- D. Appeals. Any party aggrieved by a decision of the sign official may appeal the decision to the Planning Commission. Any such appeal shall be in writing and be received by the city recorder no later than fourteen days after the date the challenged decision is final. The Planning Commission or City Commission may initiate an appeal on its own motion within the fourteen-day period. The appropriate appeal fee established by resolution of the city commission shall accompany the appeal. Proceedings before the planning commission shall comply with the provisions of Chapter 17.50 of this code, including the provisions relating to city commission review of planning commission decisions involving conditional use permits.

Proposed Changes to the Existing Code – Permit Required

- Minor edits, clarifications and reorganizations.
- Clarification of signs that do not require a permit.
- Removal of section D which required all existing signs without permits to obtain a permit within 120 days of adoption of the regulations.

15.28.050 Measuring Sign Face

- A. The following criteria shall be used for the purpose of determining the boundaries of a sign face:
1. Sign area includes the area within a perimeter enclosing the limits of lettering, writing, representation, emblem, figure, character and lighted surface, but excluding essential sign structure, foundations or supports. Where a sign is of a three-dimensional, round, or irregular solid shape, the largest cross-section shall be used in a flat projection for the purpose of determining sign face.
 2. When signs are constructed in multiple separate pieces the sign face is calculated by measuring the area within a perimeter enclosing the limits of lettering, writing, representation, emblem, figure, character and light surface, but excluding essential sign structure, foundations or support on all pieces collectively.
- B. The height of a sign above grade is measured from the average level of the grade below the sign to the topmost point of the sign including any supporting structure.
- C. Clearance is measured from the average grade below the sign to the lowermost point of the sign.

Proposed Changes to the Existing Code – Measuring the Boundaries of a Sign

- Entire section is new.

15.28.060 Signs in Residential Zones

This standard applies to the following zoning designations: “R-10” Single-Family Dwelling District, “R-8” Single-Family Dwelling District, “R-6” Single-Family Dwelling District, “R-5” Single-Family Dwelling District, “R-3.5” Dwelling District, and “R-2” Multi-Family Dwelling District.

- A. Wall Sign. The following standards apply to wall signs in residential zones:
1. One wall sign is allowed for each property frontage (with a maximum of three (3)). A wall sign is prohibited if there is a freestanding sign along the same property frontage, except in the “R-2” Multi-Family Dwelling District.
 2. Residentially zoned property may have a wall sign with a maximum area of twelve (12) square feet and maximum length of five (5) linear feet, except in the “R-2” Multi-Family Dwelling District where wall signs may have a maximum area of twenty (20) square feet and maximum length of five (5) linear feet.
 3. At least fifty percent (50%) of the wall sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination for all signs within residential districts shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.
- B. Freestanding Sign: The following standards apply to freestanding signs in residential zones:
1. Residentially zoned property may have one freestanding sign if there is no wall sign on the same frontage except in the “R-2” Multi-Family Dwelling District where one freestanding sign for each property frontage (with a maximum of three (3)) is allowed.
 2. The freestanding sign may have a maximum area of twelve (12)⁴ square feet, maximum length of five (5) linear feet and a maximum height of five (5) feet above grade, except in the “R-2” Multi-Family Dwelling District where freestanding signs may have a maximum area of twenty (20) square feet in size, maximum length of ten (10) linear feet, and maximum height of five (5) feet above grade.
 3. At least fifty percent (50%) of the freestanding sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination for all signs within residential districts shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.
- C. Ancillary Signs.⁵ The following standard applies to ancillary signs in residential zones.
1. A total of two (2) ancillary signs are allowed per property.
 2. Banners are prohibited in residential zones unless approved under Section 15.28.070.

Proposed Changes to the Existing Code – Signs in Residential Zones.

- Delete OCMC 15.28.070.B.6 requiring that wall and freestanding signs will “be set back from the street as determined by the sign official, but not more than ten feet from the street right-of-way”.
- Reduce the size of wall signs from twenty (20) square feet to twelve (12) square feet for properties in zones other than in the “R-2” Multifamily dwelling district.
- Allow portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and three (3) feet in height.
- Reduce maximum wall sign length from 10 to 5 feet.
- Remove the maximum five (5) foot height requirement for wall signs.
- The maximum size for freestanding signs is reduced from twenty (20) square feet to twelve (12) square feet for residential zones other than the “R-2” Multi-family dwelling district.
- The maximum length for freestanding signs is reduced from 10 to 5 feet for residential zones other than the “R-2” Multi-family dwelling district.
- For residential zones other than the “R-2” Multi-family dwelling district, the number of freestanding signs is changed from one freestanding or wall sign for each property frontage (with a maximum of three (3)) to a maximum of one freestanding sign.

⁴ CAT did not suggest a reduction in the size of freestanding signs for residential property.

⁵ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

- For properties within the “R-2” Multi-family dwelling district, the number of freestanding signs is changed from one freestanding or wall sign for each property frontage (with a maximum of three (3)) to allow one wall and freestanding sign for each property frontage (with a maximum of six (6)).
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that did not require a permit.

15.28.070 Signs for Conditional Uses in Residential Zones

This standard applies to all conditional uses within a residential zoning district (“R-10” Single-Family Dwelling District, “R-8” Single-Family Dwelling District, “R-6” Single-Family Dwelling District, “R-5” Single-Family Dwelling District, “R-3.5” Dwelling District, and “R-2” Multi-Family Dwelling District) unless otherwise limited in the Conditional Use approval.

- A. Wall Sign. The following standards apply to wall signs for conditional uses in residential zones:
 1. One (1) wall sign per frontage is allowed, not to exceed a maximum of three wall signs.
 2. A wall sign may have a maximum area of thirty-two (32) square feet and maximum length of ten (10) linear feet.
 3. At least fifty percent (50%) of the wall sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.⁶
- B. Freestanding Sign. The following standards apply to freestanding signs for conditional uses in residential zones:
 1. One (1) free-standing sign per lot is allowed.
 2. The sign may have a maximum area of thirty-two (32) square feet, maximum length of ten (10) linear feet, and maximum height of fifteen (15) feet above grade.
 3. At least fifty percent (50%) of the freestanding sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.⁷
- C. Ancillary Signs⁸. The following standards apply to ancillary signs for conditional uses in residential zones.
 1. A total of two (2) ancillary signs (including banners) are allowed per property.
 2. Additional standards for banners
 - a. For a single property, banners may be in place for up to thirty (30) days, up to twice per year.⁹
 - b. Banners shall be securely placed against a building wall and may not project from the wall.
 - c. Banners shall comply with the wall sign size requirements and shall not be more than six (6) feet long and four (4) feet in height.
 - d. Banners are prohibited within an historic district and on any property designated as a historic landmark.

Proposed Changes to the Existing Code – Signs for Conditional Uses in Residential Zones

- Increase the height of freestanding signs from eight (8) feet to fifteen (15) feet.
- Remove the maximum height of eight (8) feet requirement for wall signs.

⁶ The Community Advisory Team was split as to if electronic message centers or internally lit signs should be allowed for conditional uses and if a conditional use would be required to allow the sign type.

⁷ The Community Advisory Team was split as to if electronic message centers or internally lit signs should be allowed for conditional uses and if a conditional use would be required to allow the sign type.

⁸ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

⁹ Members were split on this element of the recommendation.

- Allowing portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and three (3) feet in height.
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that do not require a permit.
- Allow banners except for within a historic district and on any property designated as a historic landmark.

15.28.080 Signs in Office, commercial, mixed use and industrial zones

The following standards apply to signs in office, commercial, mixed use and industrial zones which are not identified in 15.28.060 or 15.28.070, unless otherwise provided by this code.

- A. Wall Signs. The following standard applies to wall signs in office, commercial, mixed use and industrial zones:
1. The number of wall signs is unlimited provided the total combined display surface area of wall signs and projecting signs is no larger than one (1) square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed. Signs on structures such as awnings, canopies, false fronts and wall extensions that do not extend more than one (1) foot from the structure are considered wall signs.¹⁰
 2. Each ground floor tenant space may have a minimum sign area of twenty (20) square feet, regardless of the limitation in subsection A.1 above.¹¹
- B. Freestanding signs. The following standards apply to freestanding signs in office, commercial, mixed use and industrial zones:
1. One freestanding sign¹² is allowed for each street frontage. On arterial streets, if a frontage exceeds a length of six hundred (600) linear feet a second freestanding sign is allowed¹³. In all cases, no freestanding sign shall be permitted on the same frontage where there is a projecting or roof sign.
 2. Freestanding signs on the same property shall be separated by a minimum of fifty (50) feet distance.
 3. Maximum display surface area:
 - a. Where the street frontage is less than fifty (50) feet in length, the maximum display surface area shall not exceed fifty (50) square feet, with twenty-five square (25) feet maximum area per sign face.
 - b. Where the street frontage is greater than fifty (50) feet but less than two hundred (200) feet in length, surface display area shall not exceed one hundred (100) square feet, with fifty (50) square feet maximum area per sign face.
 - c. Where the street frontage is two hundred (200) feet or greater in length, the surface display area shall not exceed three hundred (300) square feet, with a maximum area of one hundred fifty (150) square feet per sign face.
 - d. In no case shall any sign have a surface display area in excess of three hundred (300) square feet.
 4. The signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, and a minimum clearance fourteen (14) feet above grade over areas of truck access.

¹⁰ The Community Advisory Team suggested wall signs do not project from the building face no more than 4 inches.

¹¹ The Community Advisory Team suggested a minimum.

¹² The CAT suggested allowing an additional sign of any type for each freestanding sign allowed but not constructed.

¹³ Note that a second freestanding sign is allowed for large frontages on arterial roads.

5. The greatest horizontal dimension shall not exceed twenty (20) linear feet and the height shall not exceed twenty-five (25) feet above grade, or thirty (30) feet above grade if the frontage is more than two hundred (200) feet in length.
- C. Incidental freestanding signs. The following standards apply to incidental signs in office, commercial, mixed use and industrial zones:
1. One incidental freestanding sign is allowed for each street frontage. No incidental freestanding sign face shall exceed an area of eight (8) square feet with a maximum surface display area of sixteen (16) square feet.
 2. Incidental freestanding signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
 3. The height shall not exceed fifteen (15) feet above grade.
- D. Roof signs. The following standards apply to roof signs in office, commercial, mixed use and industrial zones:
1. One roof sign is permitted for each frontage if there is no projecting sign or free-standing sign along the frontage.
 2. Maximum display surface area:
 - a. 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.
 - b. 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.
 - c. Where the street frontage is two hundred (200) feet or greater, the surface display area shall not exceed an area of three hundred (300) square feet, with a maximum area of one hundred fifty (150) square feet per sign face.
 - d. In no case shall any sign have a surface display area in excess of three hundred (300) square feet.
 3. The roof signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
 4. The horizontal dimension shall not exceed twenty (20) feet and the vertical dimension may not exceed ten (10) feet.
 5. Skirting is required to obscure exposed hardware used to attach the sign to the roof, as viewed from the adjacent street level perspective.
- E. Projecting signs. The following standards apply to projecting signs in office, commercial, mixed use and industrial zones:
1. One projecting sign is allowed for each tenant space if there is not a freestanding or roof sign on the same frontage.
 2. The total combined display surface area of projecting signs and wall signs is no larger than one (1) square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed.
 3. Each ground floor tenant space may have a minimum sign area of twenty (20) square feet, regardless of the limitation in subsection E.2 above.¹⁴

¹⁴ The Community Advisory Team suggested a minimum.

4. The maximum projection from a building wall shall be six (6) feet and shall not project within two (2) feet of the curb line. The maximum projection above the wall on which the sign is constructed shall be one (1) foot, and the visible supporting structure shall be constructed of natural materials.
 5. A minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
- F. Ancillary Signs¹⁵. The following standards apply to ancillary signs in office, commercial, mixed use and industrial zones.
1. A total of two (2) ancillary signs (including banners) are allowed per property.
 2. Additional standards for banners
 - a. A total of two (2) ancillary signs are allowed per property.
 - b. For a single property, banners may be in place for up to thirty (30) days, up to twice per year¹⁶
 - c. Banners shall be securely placed against a building wall and may not project from the wall.
 - d. Banners shall comply with the wall sign size requirements and shall not be more than six (6) linear feet long and four (4) feet in height.
 - e. Banners are prohibited within a historic district and on any property designated as a historic landmark.

Proposed Changes to the Existing Code – Signs in Office, commercial, mixed use and industrial zones

- Wall signs are measured using the tenant space, and not using the entire building wall. The size of wall signs is unlimited so long as the total combined display surface area of wall signs and projecting signs is no larger than one (1) square foot for each lineal foot of the wall length of the tenant space on which the sign is constructed. The previous standard allowed two (2) square feet of signage for each lineal foot of a wall.
- Signs on other project structures such as awnings, canopies, false fronts and wall extensions which do not extend more than a foot are considered wall signs.
- Increase the number of freestanding signs from one (1) per frontage from two (2) for frontages with six hundred (600) lineal feet or more on arterial streets.
- Multiple free-standing signs on the same frontage are required to be separated by fifty (50) feet. Previously all signs had to be separated by fifty (50) feet, regardless of frontage.
- Change the number of roof signs from one per premises (if there is no projecting sign or free-standing sign along the frontage) to one per frontage (if there is no projecting sign or free-standing sign along the frontage).
- Remove the requirements for civil and structural engineers and fire marshal approvals, as it is implemented by the Building Division upon review of building permits.
- The height for roof signs is changed from a maximum of twenty-five feet above grade, plus five feet for each two hundred feet, or portion thereof, frontage in excess of two hundred feet frontage (in no event shall any sign exceed thirty feet (30) in height) to a vertical maximum of ten (10) feet.
- Reduce the maximum horizontal dimension for roof signs from twenty (20) to ten (10) feet.
- Skirting is required around the base of roof signs.
- Remove the twenty (20) foot minimum distance between projecting signs.
- Increase the dimensions for projecting signs from a maximum size of sixteen (16) square feet per sign face, with total area of all faces not to exceed thirty-two (32) square feet to a maximum of

¹⁵ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

¹⁶ Members were split on this element of the recommendation.

twenty-four (24) square feet per sign face, with total area of all faces not to exceed forty-eight (48) square feet.

- The maximum projection from a building wall for projecting signs is increased from four (4) feet to six (6) feet. Eliminate the four (4) foot maximum vertical dimension of a projecting sign.
- The supporting structure for projecting signs shall be constructed of natural materials.
- Clarify standards for signs on structures including clearance requirements of eight (8) feet.
- Incidental signs previously were allowed to be for wall or freestanding and are now only applicable to freestanding and are renamed incidental freestanding signs. Reduce the size limitations from a maximum sixteen (16) square feet with a maximum sign face size of eight (8) square feet. Remove the maximum horizontal dimension of twenty (20) feet. Reduce the maximum height from 25 feet above grade, plus five (5) feet for each two-hundred (200) feet, or portion thereof, frontage in excess of two-hundred (200) feet (not to exceed thirty (30) feet) to fifteen (15) feet.
- Allow portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and up to three (3) feet in height.
- Allow temporary banners to be attached to building walls outside of historic districts or historic landmarks.
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that do not require a permit.

15.28.090 Public Murals

- A. Public Mural Program Intent and Purpose.** The intent and purpose of this section is to encourage the production of public murals for acquisition by the City. Public murals are a medium of expression which serves the public interest in unique ways, including, but not limited to: enhancing the aesthetics of the City; providing avenues for original artistic expression in the City; providing public edification through access to original works of public art; encouraging community participation in the creation of original works of art; and reducing the incidence of graffiti and other crime.
- B. Approval Process.** No person shall commence creation of any public mural without first obtaining approval from the Oregon City Arts Commission, and agreeing to donate the public mural to the City's public art collection. Murals that are created without approval from the Oregon City Arts Commission that are not otherwise exempt pursuant to this chapter or are inconsistent with the conditions of approval from the Oregon City Arts Commission shall not be deemed public murals.
- C. Criteria for Public Murals.** The following criteria shall be met for public murals:
 1. Public murals shall remain in place, without alterations, for a period of not less than five years, except as may be specified by the Oregon City Arts Commission in the conditions of approval.
 2. All public murals on locally designated historic structures shall be approved by the Historic Review Board prior to installation.
 3. No public murals shall be allowed on single family dwellings, duplexes, or multi-family dwellings. As used in this subsection, single family dwellings, duplexes, or multi-family dwellings do not include mixed-use buildings which contain a single family dwelling, duplex, or multi-family dwellings.
 4. No part of the public mural shall exceed the height of the structure to which it is tiled, painted, or affixed.
 5. No part of the public mural shall be placed over the exterior surface of any opening of a building, including its windows, doors, and vents.
 6. No public mural may contain electrical components, three dimensional structural elements; employ electrical lights as part of the image, moving structural elements, flashing or sequential lighting, interior lighting elements, any automated method that causes movement, or any method that causes periodic changes in the appearance, image or message of the public mural.

7. Public murals shall utilize media that ensures longevity and durability, and structural and surface stability.
 8. Public murals shall be located in a manner that is accessible to the public.
 9. The artist has a strong concept and has demonstrated craftsmanship.
 10. The proposal has architectural, geographical, socio-cultural and historical relevance.
 11. The proposal is unique.
 12. The proposed design is feasible in regards to budget, timeline and experience.
 13. The public mural will last a minimum of five years, resistance to vandalism and weather; commitment to repair mural surface as necessary before painting and to use acceptable graffiti/UV coating, as needed, on finished mural.
 14. The scale is appropriate to the structure and surrounding neighborhoods.
 15. The approval and acceptance of each public mural shall be contingent upon the conveyance of a public mural easement to the City from the owner of the building upon which the mural will be located, in a form approved by the City Attorney. The terms of the easement shall grant the right to create the public mural on the wall of the building and provide that the person granting the easement will maintain and restore the public mural in its original condition for the period of the easement, and state that upon termination of the easement, the mural shall be removed and the building restored to its prior condition.
- D. Approval Process. Public murals shall be approved by the Oregon City Arts Commission in a Type III.

Proposed Changes to the Existing Code – Public Murals

- Entire section is new.

15.28.100 Signs within the Right-of-Way

This standard applies to all signage within the City of Oregon City right-of-way, except signs exempted from this section under Section 15.28.030.

A. Signs on the Ground within the Right-of-Way

1. Number of signs permitted.
 - a. One (1) A-frame sign within the right-of-way per property frontage.¹⁷
 - b. Approved traffic control signs or devices do not count towards the number of signs permitted within the right-of-way. However, signs placed within the right-of-way shall not obstruct traffic control signs or devices.
2. Material, design and size standards:
 - a. The sign frame shall be wood, plastic or metal.
 - b. The sign shall be an A-frame sandwich design.
 - c. The sign may not be illuminated.
 - d. Maximum width: twenty-eight (28) inches wide
 - e. Maximum depth: two (2) feet
 - f. Maximum height: three (3) feet tall
 - g. Maximum size: six (6) square feet per sign face
3. Placement standards.

¹⁷ The Community Advisory Team does not believe this is fair for multi-tenant properties and suggested it is changed to allow one per adjacent business or entrance. Staff believes one sign per frontage is appropriate given the number of potential signs that may be placed within the right-of-way if a different standard is used and the number and type of signage which may be placed on adjacent private property.

- a. The sign shall be entirely outside automobile or bicycle travel lanes and on-street parking areas.
 - b. For signs placed within the right-of-way with an adjacent sidewalk:
 - i. The sign shall be placed within six (6) inches of the face of the curb.
 - ii. Four (4) feet of clearance width shall be retained on the sidewalk.
 - c. For signs placed in the right-of-way without an adjacent sidewalk:
 - i. The sign shall be located outside of any street pavement and may not be located closer than four (4) feet from the travel lane, turning lane, shoulder, parking lane or bicycle lane.
 - d. Signs placed in the right-of-way shall remain portable and shall not be attached or anchored in any manner to trees or public property including, but not limited, to utility or light poles, parking meters, traffic control signs, the ground, or pavement.
 - e. Signs shall not be placed in parking spaces, pedestrian pathways, or bicycle paths, street corners, transit stop areas, ADA accessible curb ramps, ADA accessible parking spaces, at building exits or fire escapes, or any portion of the street (travel lanes, shoulder, bike lanes, medians, traffic islands, and parking areas). The sign may not obstruct pedestrian or ADA access from the sidewalk to transit stop areas, designated ADA accessible parking spaces, ADA accessible ramps; or building exits including fire escapes. Signs may not impede or hinder the vision of drivers or bicyclists. The sign shall be located entirely outside of the area of a right-of-way corner that is between the curb and the lines created by extending the property line to the curb face.
4. Hours of Sign Placement.
- a. For signs not within residential zoning designations: Signs may be within the right-of-way for a maximum of twelve (12) hours per day¹⁸.
 - b. For signs within residential zoning designations: The signs may be displayed on Thursday, Friday, Saturday, and Sunday between 12:00 pm and 8:00 pm daily; and from 6:00 am to 1:00 pm on Tuesday.

B. Cross Street Banners

Temporary banners which extend over a roadway shall be permitted in the right-of-way upon issuance of a permit in accordance the following standards:

1. Location.
 - a. A single, two-sided cross street banner at ODOT facilities at Highway 99E/Pedestrian Bridge; and
 - b. A single, one-sided cross street banner at PGE power poles #412 and #413 on Molalla Avenue at Beverly Drive.
2. Cross street banner display periods shall not exceed twenty-one (21) consecutive days in duration and no more than three (3) times in any twelve (12) month period. Cross street banner(s) shall not be installed or removed on any dates other than those identified on the approved permit.
3. Cross street banner construction shall be in accordance with the banner construction standards adopted by the Public Works Division.

¹⁸ The Community Advisory Team suggested changing this to allow the sign in the right-of-way during business hours. This may be difficult for signs not associated with a business such as political signs.

4. Cross street banner(s) shall have 20 feet minimum clearance between the bottom of the banner and the roadway surface and clearance shall be maintained at all times. Banners shall not:
 - a. Prevent the driver of a motor vehicle from having a clear and unobstructed view of official traffic control devices and approaching or merging traffic;
 - b. Have any lighting, unless such lighting is shielded to prevent light from being directed at the roads/highway or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of a motor vehicle; or
 - c. Be a traffic hazard.
- C. Who May Place the Sign
 1. Permits are approved on a first come first served basis.
 2. Except for cross street banners, if there is a business license associated with the person or company owning the sign, the business license location shall be directly abutting the location where the sign within the right-of-way is proposed. Based on the proposed location of the sign, the approval of the abutting property owner is required.¹⁹
- D. Right-of-Way Sign Permit Process
 1. An annual permit is required for signs on the ground within the right-of-way²⁰. A permit is required each time a cross street banner is installed.
 2. An approval sticker shall be placed on each sign within the right-of-way to easily distinguish the approved signs²¹.
 3. If the sign is owned by a business, the business shall have a valid business license, if applicable as determined under the criteria set forth in Oregon City Municipal Code Chapter 5.04²².
 4. The City Commission shall establish permit fees for signs located within the right-of-way.
 5. The applicant shall provide a certificate of insurance for general liability naming the City of Oregon City, its officers, agents, and employees, as additional insured's for the sign placement and include any other facility owners if applicable (e.g., State of Oregon (ODOT) and PGE).
 6. Applicant shall comply with and obtain any permits issued by any other applicable agency.
- E. Removal of signs within the right-of-way.
 1. Existing signs that do not comply with these standards or have not obtained a valid permit may be removed.
 2. The City Engineer may require signs to be modified, moved or removed if streets are widened or other improvements are made in the right-of-way that result in conditions where the sign placement will not comply with the above standards. The modification, moving or removing will be at the owner's expense.

Proposed Changes to the Existing Code – Signs With the Right-of-Way

- This entire section is new

15.28.110 Prohibited Signs

It is unlawful for the following signs to be constructed or maintained except as otherwise provided in this chapter:

¹⁹ The Community Advisory Team suggested requiring approval of the adjacent property owner.

²⁰ The City will create a form and approve over the counter.

²¹ The Community Advisory Team suggested that permits should not be required in residential and mixed-use zones.

²² Political signs, etc may not require a business.

- A. A sign that interferes in any way with a traffic control sign or device or prevents clear and unobstructed views of traffic control signs or devices or approaching or merging traffic or does not comply with chapter 10.32 of the Oregon City Municipal Code.
- B. A sign that contains, includes or is illuminated by any flashing or revolving, rotating or moving light or moves or has any animated or moving parts which move or rotate or change more than once (1) per day²³, except as otherwise allowed within this code.
- C. A sign with lighting that is not effectively shielded to prevent beams or rays of light from being directed at any portion of the main traveled right-of-way of a state highway, unless the lighting is of such low intensity or brilliance that it does not cause glare or impair the vision of the driver of a motor vehicle or otherwise interfere with the operations thereof.
- D. A sign located upon a tree, or painted or drawn upon a natural feature.
- E. A sign that obstructs free ingress to or egress from any door, window or fire escape, alley, drive or fire lane, or is attached to a fire escape.
- F. Any sign with an area larger than twelve (12) square feet, six (6) square feet per sign face on an undeveloped lot or parcel of property.
- G. A sign not otherwise in compliance with any provision of this code, Oregon law or the terms and conditions of any valid sign permit issued under this chapter.
- H. Attention flags.
- I. A-frame signs with an area larger than twelve (12) square feet, six (6) square feet per sign face or taller than three (3) feet.
- J. Air blown signs.
- K. Billboards.²⁴
- L. Signs on fences or fencing.²⁵
- M. Banners unless otherwise allowed by this chapter.
- N. Abandoned signs.

Proposed Changes to the Existing Code – Prohibited Signs

- The following are added as prohibited: attention flags, A-frame signs with an area larger than six (6) square feet per sign face or taller than three (3) feet, air blown signs, and abandoned signs.
- The following are removed from prohibited signs: obsolete sign, portable signs, A-frame signs, sandwich boards, tent signs, streamers, strings of lights, balloons, hulas, banners or pennants, excepting traditional holiday decorations, A sign erected or maintained on public property or within the public right-of-way without permission of the public body having jurisdiction, a sign not able to withstand a wind pressure of twenty pounds per square foot of exposed surface, or is insecurely erected, or is constructed so as to constitute a fire hazard, and a sign not maintained in a safe, neat, clean and attractive condition and in good repair.
- The size of signs on undeveloped lots or properties is increased from four (4) square feet to (12) square feet, six (6) square feet per sign face on an undeveloped lot or parcel of property.

15.28.120 Nonconforming Signs

²³ The Community Advisory Team was split on the minimum length of time which a message had to be displayed before it could change. Since no clear direction was provided staff defaulted to our current policy.

²⁴ This was a split issue by the Community Advisory Team. Staff chose to default to our existing code which prohibits billboards since a clear direction was not provided.

²⁵ The Community Advisory Team had a split decision on this. Staff defaulted to our current code.

Signs that were lawfully constructed and otherwise lawfully existing but no longer comply with this code are allowed to remain until removed. Nothing in this section shall be deemed to prevent the maintenance of any sign, or changes of sign copy on a sign.

- a. No additions or enlargements may be made to a nonconforming sign except those additions or enlargements that are required by law.
- b. A sign that is moved, replaced, or structurally altered shall be brought into conformance with this chapter, except that nonconforming signs may be reconstructed if required to be moved for construction or repair of public works or public utilities and the sign reconstruction is completed within ninety days after the completion of the public works or public utility construction or repair.
- c. Abandoned signs shall not be deemed nonconforming signs. No nonconforming sign shall be permitted to remain unless properly repaired and maintained as provided in this chapter. A sign maintained in violation of this provision shall be removed as provided in this chapter. Any nonconforming sign that is determined by the building official to be an unsafe sign shall be removed as provided in this chapter. Any nonconforming sign that is determined to be an abandoned sign shall be removed as provided in this chapter.

Proposed Changes to the Existing Code – Nonconforming Signs

- Existing signs are allowed to remain unless removed by the owner. The previous code included an amortization period.

15.28.130 Variances.

- A. Grounds for Variance. Upon application by an applicant, the planning commission may grant a specific variance from provisions of this chapter provided all of the following circumstances exist:
 1. That the variance from the requirements is not likely to cause substantial damage to adjacent properties by reducing light, air, safe access or other desirable or necessary qualities otherwise protected by this title;
 2. That the request is the minimum variance that would alleviate the hardship;
 3. Granting the variance will equal or exceed the purpose of the regulation to be modified;
 4. Any impacts resulting from the adjustment are mitigated;
 5. No practical alternatives have been identified which would accomplish the same purpose and not require a variance; and
 6. The variance conforms to the comprehensive plan and the intent of the ordinance being varied.
- B. Variance Fee. At the time of application for variance from the provisions of this chapter, the applicant shall pay a fee in accordance with the fee schedule established and amended from time to time by the city commission and on file with the city recorder.
- C. Procedure. A variance application shall be treated in the manner provided by Chapter 17.50 of this code with respect to zoning variances.

Proposed Changes to the Existing Code – Variances

- The variance criteria are replaced with the variance criteria from OCMC 17.60.

15.28.140 Violation—Penalty.

In addition to any other provisions hereof, it is unlawful for any person to maintain a sign or advertising structure in violation of the provisions of this chapter. Violation of any provision of this chapter is subject to the code enforcement procedures of Chapters 1.16, 1.20, 1.24.

Proposed Changes to the Existing Code – Violation

- No changes to this section are made other than renumbering the title.

15.28.150 Conflict and severability

In the event any provision herein is found to be in conflict with any zoning, building, fire safety, health or other code provisions of the city, the provision which establishes the higher standard for the promotion and protection of the health, safety and welfare of the people shall prevail.

A finding by a court of competent jurisdiction that any portion of this chapter is invalid shall not invalidate the remaining portions. A permit issued pursuant to this chapter does not grant any authority to violate any other law or regulation that may apply.

Proposed Changes to the Existing Code – Conflict and Severability

- No changes to this section are made other than renumbering the title.

DRAFT

Chapter 15.28 SIGNS

Sections:

[15.28.010 Purpose and scope.](#)

[15.28.020 Definitions.](#)

[15.28.030 Permit required.](#)

[15.28.040 Variances.](#)

[15.28.050 Prohibited signs.](#)

[15.28.060 Signs not requiring a permit.](#)

[15.28.070 Signs in residential zones.](#)

[15.28.075 Signs for listed conditional uses in residential zones.](#)

[15.28.080 Signs in office, commercial and industrial zones.](#)

[15.28.090 Nonconforming signs and their removal.](#)

[15.28.100 Conflict and severability.](#)

[15.28.110 Violation—Penalty.](#)

15.28.010 Purpose and scope.

This chapter regulates the erection placement and maintenance of signs to protect and enhance public health, safety, welfare and property, more specifically to:

A. Purpose.

1. Allow those signs compatible with the character and uses allowed in the zoning district in which they are located;
2. Maintain the effectiveness of traffic signs;
3. Prohibit certain signs or portions thereof, which conflict with the safe movement of people and emergency services, constitute a public nuisance or hazard, are of unsafe construction, or which demand attention by their dominating size or appearance of motion;
4. Maintain and enhance the scenic and other aesthetic qualities of the city.

B. Scope. All signs, including sign structures and display areas or building walls with lettering on them shall be erected and maintained only as provided by this chapter, except for the following:

1. Signs not visible from either a public right-of-way or property of different ownership, provided such signs shall be erected and maintained in accordance with applicable law;
2. Signs owned and maintained by governmental agencies;
3. Signs lawfully erected in the public right-of-way in accordance with applicable state and local laws and regulations;
4. Signs inside a building, except for strobe lights or floating lights visible from a public right-of-way, private road or other private property; and

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

5. Signs carved into or part of materials which are an integral part of a building.

(Ord. 94-1027 §1 (part), 1994)

15.28.020 Definitions.

For the purposes of this chapter:

"Abandoned sign" means a sign that does not have copy on the display surface for a period of six months or more, including an obsolete sign.

"Billboard" means a sign with a display surface area of three hundred square feet or more.

"Display surface area" means the total area of a sign that is available for displaying advertising or an informational message, subject to the provisions of this chapter.

"Erect" or "erected" means to construct, build, assemble, alter, place, affix, attach, create, recreate, paint, draw or in any way bring into being or establish.

"Free-standing sign" means a sign supported from the ground by its own structure.

"Fence" and "fencing" mean any barrier or section thereof, other than a wall, designed to delimit a boundary or provide a visual screen.

"Frontage" means the continuous distance along one street right-of-way line of one premises, provided such street is improved for public travel.

"Grade" means the level of the nearest sidewalk or road pavement.

"Incidental sign" means a sign identifying or advertising associated goods, products, services or facilities available on the premises, including but not limited to, trading stamps, credit cards accepted, brand names or price signs.

"Maintain," "maintained" or "maintaining" means activities, such as upkeep and repair of signs or sign structures and the replacement of sign messages or advertisement displayed on a sign, and an activity by which a sign or sign structure are permitted to exist.

"Natural materials" means wood, stone, brick and rock or any combination thereof.

"Obsolete sign" means a sign that calls attention to a business or other activity or a profession, commodity, product, service or entertainment no longer carried on, produced, sold or offered.

"Premises" means a lot or number of lots on which are situated a business, or a building or group of buildings designed as a unit.

"Projecting sign" means a sign projecting more than one foot from the wall of a building.

"Roof sign" means a sign erected or maintained wholly upon or over the roof of any building with the principal support on the roof structure.

"Sign" means any sign, display message, emblem, device, figure, painting, drawing, placard, poster, billboard or other thing that is designed, used or intended for advertising purposes or to inform or attract the attention of the public, and the term includes the sign structure, display surface and all other component parts of a sign; when dimensions of a sign are specified, the term includes panels and frames; and the term includes both sides of a sign of specified dimensions or display surface area.

"Sign face" means the total of display surface area visible from one side of a sign.

"Sign official" is the person designated by the city manager to enforce the provisions of this chapter, including the review of permit applications, the interpretation of the provisions of this chapter and the issuance of permits.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

"Temporary sign" means a sign that will become obsolete after the occurrence of an event or series of events. Temporary signs include, but are not limited to, for sale and lease signs, garage sale signs and political campaign signs.

"Traffic control sign or device" means an official route marker, guide sign, warning sign or sign directing or regulating traffic or pedestrians which has been erected by or under order of the city of Oregon City, the state or federal governments.

"Wall" means a masonry structure.

"Wall sign" means a sign erected on a wall.

(Ord. 94-1027 §1 (part), 1994)

15.28.030 Permit required.

- A. Permit Required. No sign shall be erected or maintained except as provided by this chapter and a permit has been issued by the sign official. This permit requirement applies to all signs, except those specifically exempt by a provision of this chapter and signs existing on the date of adoption of the ordinance codified in this chapter which shall be subject to subsection D of this section.
- B. Permit Application. Application for a sign permit shall be made in writing upon forms furnished by the sign official. A permit application fee shall accompany the application for it to be processed by the city. The amount of the fee shall be proportionate to the value of the sign proposed and shall be calculated according to a permit fee schedule adopted by resolution of the city commission.

The application shall include all plans and information necessary to establish that the proposed sign complies with all applicable requirements of this chapter and applicable buildings, structural and life safety codes. The permit shall be valid if the sign is erected and maintained in compliance with city code, and the applicant did not misrepresent or falsify any information supplied in the application. Any permit issued under this chapter shall be void if no substantial physical action be taken, in accordance with any conditions of the permit and the applicable requirements of this chapter, within ninety days following the date of its issuance. Any permit issued under this chapter shall remain in effect as long as the sign is maintained in compliance with any permit conditions and all applicable provisions of this chapter.

- C. Appeals. Any person aggrieved by a decision of the sign official may appeal the decision to the planning commission. Any such appeal shall be in writing and be received by the city recorder no later than ten days after the date the challenged is final. The appropriate appeal fee established by resolution of the city commission shall accompany the appeal. Proceedings before the planning commission shall comply with the provisions of [Chapter 17.50](#) of this code, including the provisions relating to city commission review of planning commission decisions involving conditional use permits.
- D. Permits for Signs Existing on the Effective Date of These Regulations. Signs existing on the effective date of these regulations shall also be required to obtain a permit within one hundred twenty days of the date these regulations become effective. No fee shall be charged for such permit and the sign official shall, within sixty days of the effective date of these regulations, give written notice of the requirement for permits and shall provide permit forms on request. Any such existing sign for which a permit has not been obtained within one hundred twenty days of the effective date of these regulations shall be deemed an unlawful use.

(Ord. 94-1027 §1 (part), 1994)

15.28.040 Variances.

- A. Grounds for Variance. Upon application by an applicant, the planning commission may grant a specific variance from provisions of this chapter provided all of the following circumstances exist:

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

1. Exceptional or extraordinary circumstances apply to the property that do not apply generally to other properties in the same area or vicinity. Such conditions may be the result of an unusual location or orientation of the applicant's building, topography, vegetation or other circumstance over which the applicant has no control;
 2. The variance is necessary for the preservation of a right of the applicant substantially the same as is possessed by the owners of other property in the area or vicinity;
 3. The authorization of the requested variance will not be materially detrimental to, or conflict with, the purposes of this chapter or be injurious to the use and enjoyment of other property in the area or vicinity, or the public way, in which the property is located; and
 4. The variance requested is the minimum variance necessary, to alleviate the identified hardship.
- B. Variance Fee. At the time of application for variance from the provisions of this chapter, the applicant shall pay a fee in accordance with the fee schedule established and amended from time to time by the city commission and on file with the city recorder.
- C. Procedure. A variance application shall be treated in the manner provided by [Chapter 17.50](#) of this code with respect to zoning variances.

(Ord. 94-1027 §1 (part), 1994)

15.28.050 Prohibited signs.

It is unlawful for the following signs to be erected or to be maintained except as otherwise provided in this chapter:

- A. Billboards;
- B. A sign that interferes in any way with a traffic control sign or device or prevents clear and unobstructed view of official traffic control signs or devices or approaching or merging traffic;
- C. A sign that contains, includes or is illuminated by any flashing or revolving, rotating or moving light or moves or has any animated or moving parts. This subsection does not apply to traffic control signs or devices;
- D. A sign with lighting which is not effectively shielded as to prevent beams or rays of light from being directed at any portion of the main traveled right-of-way of a state highway, or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of a motor vehicle or otherwise to interfere with the operations thereof;
- E. A sign located upon a tree, or painted or drawn upon a natural feature;
- F. An obsolete sign;
- G. Portable signs, A-frame signs, sandwich boards, tent signs, streamers, strings of lights, balloons, hulas, banners or pennants, excepting traditional holiday decorations; and except as provided in [Section 15.28.010\(B\)](#);
- H. A sign that obstructs free ingress to or egress from any door, window or fire escape, alley, drive or fire lane, or is attached to a fire escape;
- I. A sign erected or maintained on public property or within the public right-of-way without permission of the public body having jurisdiction;
- J. A sign not able to withstand a wind pressure of twenty pounds per square foot of exposed surface, or is insecurely erected, or is constructed so as to constitute a fire hazard;
- K. A sign not maintained in a safe, neat, clean and attractive condition and in good repair;
- L. Any sign larger than four square feet on an undeveloped lot or parcel of property;

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

M. A sign not otherwise in compliance with any provision of this code, Oregon law or the terms and conditions of any valid sign permit issued under this chapter;

N. Signs on fences or fencing.

(Ord. 94-1027 §1 (part), 1994)

15.28.060 Signs not requiring a permit.

In any zoning district, the following signs may be erected and maintained without a permit, so long as they comply with all applicable provisions of this chapter and are not illuminated;

- A. One temporary sign per street frontage of property under a single ownership provided such a sign does not cause a public safety hazard or nuisance, has no more than two faces, and that no sign face exceeds four square feet in area;
- B. Signs carved into a building or which are part of materials that are an integral part of the building not exceeding ten square feet in area. This subsection does not include signs painted on the sides of buildings;
- C. A single sign where the display surface area does not exceed two square feet;
- D. Window signs situated on the indoor-side of a window or door;
- E. Flags, limited to two per premises;
- F. Signs attached to, or carried by, a person;
- G. Signs required by law or legal action, including but not limited to, signs warning of hazardous or dangerous conditions on a premises and land use application and hearing notice signs.

(Ord. 94-1027 §1 (part), 1994)

15.28.070 Signs in residential zones.

- A. Signs Allowed. In the R-10, R-8, R-6, RC-4, R-6/MH and RA-2 zoning districts, the following signs are allowed:
 - 1. All signs allowed without permit as provided by this chapter so long as the requirements of this subsection are met;
 - 2. Permitted signs so long as a permit is first obtained as required by this chapter, and the requirements of this subsection are met.
- B. Display Requirements. All signs in the residential zones listed in this section must comply with the following requirements:
 - 1. Not more than one wall sign or free-standing sign to be visible from each frontage, with no more than three frontages. Wall signs shall be measured by the outer limits of the lettering, illustration or other display;
 - 2. Maximum twenty square feet of area per sign face;
 - 3. Not to exceed ten feet in length;
 - 4. Five feet maximum height above grade;
 - 5. Primarily constructed of natural materials;
 - 6. Sign shall be setback from the street as determined by the sign official, but not more than ten feet from the street right-of-way;

Chapter 15.28 SIGNS

7. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.

(Ord. 94-1027 §1 (part), 1994)

15.28.075 Signs for listed conditional uses in residential zones.

- A. For conditional uses in residential zones, a sign that meets the following standards shall be allowed provided a permit is first obtained as required by this chapter:
 1. One wall sign per frontage is allowed. Additionally, one free-standing sign per conditional use is allowed;
 2. Maximum thirty-two square feet of area per sign face;
 3. Not to exceed ten feet in length;
 4. Eight feet maximum height above grade;
 5. Primarily constructed of natural materials or similar products, such as wood, stone, brick or metal;
 6. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.

(Ord. 05-1002, 2005)

15.28.080 Signs in office, commercial and industrial zones.

- A. Signs Allowed. In the LOC, LO, NC, HC, LC, C, CBD, M-1 and M-2 zoning districts, the following signs are allowed:
 1. All signs allowed without permit as provided by this chapter, so long as the requirements of this subsection are met;
 2. Wall signs, so long as a permit is first obtained as required by this chapter and the display surface area is no larger than two square feet for each lineal foot of the wall on which the sign is erected;
 3. Free-standing signs, so long as a permit is first obtained as required by this chapter and the following standards are met:
 - a. Number. One free-standing sign shall be permitted for each street frontage of a premises, provided minimum subdivision lot frontage of thirty feet is met. No free-standing sign shall be permitted on the same frontage where there is a projecting or roof sign. Free-standing signs on the same premises but on different frontages shall be separated by a minimum of fifty feet distance.
 - b. Area. Where the street frontage is less than fifty feet, the maximum display surface area shall not exceed fifty square feet, with twenty-five square feet maximum area per sign face. Where the street frontage is greater than fifty feet but less than two hundred feet, surface display area shall not exceed one hundred square feet, with fifty square feet maximum area per sign face. Where the street frontage is two hundred feet or greater, the surface display area shall not exceed three hundred square feet, with a maximum area of one hundred fifty square feet per sign face. In no case shall any sign have a surface display area in excess of three hundred square feet.
 - c. Projection. Free-standing signs shall not project over a public right-of-way.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

- d. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fourteen feet over areas of truck access.
- e. Horizontal Dimension. The greatest horizontal dimension shall not exceed twenty feet for any free-standing sign.
- f. Height. The height of any free-standing sign shall not exceed twenty-five feet above grade, plus five feet for each two hundred feet, or portion thereof, frontage in excess of two hundred feet frontage. In no event shall any sign exceed thirty feet in height.

The following table summarizes free-standing sign area and height limits:

Street Frontage (in feet)	Maximum Display Surface Area (square feet)	Maximum Area of Any One Sign Face (square feet)	Maximum Height (in feet)
Up to 50	50	25	25
50 —200	100	50	25
201+	101—300	51 —150	30

- 4. Roof Signs. Roof signs are allowed so long as a permit is first obtained as required by this chapter and the following standards are met:
 - a. Number. Maximum one roof sign is permitted for each premises, and shall be permitted instead of a projecting sign or free-standing sign.
 - b. Area, projection, clearance, horizontal dimension and height shall be within the limits set for free-standing signs. Stamped approval of a licensed civil or structural engineer may be required due to stresses put on the building. No roof sign shall be erected without approval of the fire marshal after a finding that the size, type and location of the sign will not substantially interfere with fire fighting;
- 5. Projecting Signs. Projecting signs are allowed so long as a permit is first obtained as required by this chapter and 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 or roof sign.
 - b. Area. Sign area shall not exceed sixteen square feet per sign face, with total area of all faces not to exceed thirty-two 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.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

- e. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fourteen feet over areas of truck access.
 - f. Separation. The minimum distance from another projecting sign shall be twenty 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;
6. Incidental Signs. One additional sign is allowed per premises, so long as a permit is first obtained as required by this chapter, is allowed. 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 square feet, and no sign face shall exceed sixteen square feet.

(Ord. 94-1027 §1 (part), 1994)

15.28.090 Nonconforming signs and their removal.

- A. Signs lawfully erected and maintained as of the date of the adoption of this chapter, but which do not meet the requirements of this chapter, shall be regarded as nonconforming signs which shall be lawful if a permit for the same is obtained under [Section 15.28.030](#) and may be continued for a period not to exceed ten years from the date of adoption of this chapter for the purpose of amortization of investment. Relief from this provision may be sought from the planning commission by following the procedures of [Section 15.28.040](#) for a longer amortization period, upon a showing that the applicant requires a longer period in which to amortize its investment in the sign in question. In the case of an application for a longer amortization period for an alleged nonconforming billboard, the applicant must prove, at a minimum, that the sign structure cannot reasonably be used for a sign with an area smaller than three hundred square feet.
- B. Signs located on premises annexed into the city after the effective date of the ordinance codified in this section and which signs do not comply with the provisions of the ordinance codified in this section, shall be brought into compliance with the ordinance codified in this section within a period of time not to exceed six months after the effective date of annexation; provided, however, that a landowner may, within thirty days of annexation, request a variance as provided in subsection A of this section.
- C. Any sign which is structurally altered, relocated or replaced shall immediately be brought into compliance with all applicable provisions of this chapter; provided, however, that a landowner may, within thirty days of annexation, request a variance as provided in [Section 15.28.040](#)
- D. All existing signs or portions thereof prohibited in [Section 15.28.050](#), except subsection A, shall be removed or altered to comply within six months from the date of adoption of this chapter.
- E. Within one year from the date of adoption of this chapter, the sign official or an authorized representative may inspect any sign regulated hereunder. The sign official shall have right of reasonable entry onto private premises to enforce the provisions of this chapter. After inspection, a notice shall be issued to the owner of the sign or property that lists the signs and identifies those signs which, in the opinion of the sign official, need repair or modification to bring them into compliance with this chapter and those which are in violation of the provisions of this chapter and must be removed, including the expiration of the grace period for the particular sign. The sign official

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

may repeat such on-site inspections, with reasonable notice, from time to time as deemed necessary to enforce the provisions of this chapter.

- F. Any sign regulated under this chapter found to be in violation of this chapter shall be deemed a nuisance. Violation of the provisions of this chapter shall constitute a civil infraction, subject to the code enforcement procedures of Chapters [1.16](#) and [1.20](#)

(Ord. 94-1027 §1 (part), 1994)

15.28.100 Conflict and severability.

In the event any provision herein is found to be in conflict with any zoning, building, fire safety, health or other code provisions of the city, the provision which establishes the higher standard for the promotion and protection of the health, safety and welfare of the people shall prevail.

A finding by a court of competent jurisdiction that any portion of this chapter is invalid shall not invalidate the remaining portions. A permit issued pursuant to this chapter does not grant any authority to violate any other law or regulation that may apply.

(Ord. 94-1027 §1 (part), 1994)

15.28.110 Violation—Penalty.

In addition to any other provisions hereof, it is unlawful for any person to maintain a sign or advertising structure in violation of the provisions of this chapter. Violation of any provision of this chapter is subject to the code enforcement procedures of Chapters [1.16](#), [1.20](#), [1.24](#).

(Ord. 99-1004 §27, 1999; Ord. 94-1027 §1 (part), 1994)

March 25, 2014

Oregon City Planning Commission
221 Mollala Ave., Suite 200
Oregon City, OR 97045

Dear Planning Commissioners:

I am writing to express my concerns about the proposed sign code amendments in the Oregon City Staff Recommendation Draft and the community engagement process for the sign code update. As a member of the Sign Code Update Community Advisory Team (CAT) representing the sign industry, an Oregon City resident and an employee of Clear Channel Outdoor, I feel that the Staff Recommendation Draft does not fairly and accurately reflect the community and CAT input on two key issues:

1. Permitting billboards only along state routes (Interstate 205, Highway 213 and Highway 99E) in billboard districts.
2. Allowing electronic message centers, or EMCs, which are LED-lit signs that allow owners to change information and messages.

Regarding the location of billboards, the majority of open house and CAT survey respondents felt that billboards should be allowed only along the state routes (Interstate 205, Highway 213, and Highway 99E). Although the CAT met four times for a total of more than ten hours, the committee only focused on billboards for approximately a half hour towards the end of the last meeting. Several issues related to billboards were mentioned and voted on at the fourth CAT meeting, however, some CAT members expressed confusion as to exactly what they were voting on and resulted in votes which were contradictory to the results of the survey of CAT members and open house responses.

Clear Channel Outdoor operates sixteen billboards in Oregon City and is currently the only entity with this type of non-conforming signs in the city. In my role as a CAT member, I submitted a proposal to the city that capped the total number of billboards in Oregon City at sixteen and required removal of billboards from the historic areas of the city to relocate them to the proposed billboard corridors. Although I expressed that this proposal was a starting point for open, collaborative discussion on sign code changes that would benefit the community, the proposal was not discussed at the CAT meetings.

Because so little time was spent informing CAT members and the community about the existing billboards, the proposal to cap the number of billboards in the city, recent changes to state and federal regulations, and the potential benefits to the community of allowing billboards with LED technology along the major highways, I feel that the Staff Recommendation Draft does not reflect thoughtful and informed community input and does not include these changes that will keep Oregon City safer, enhance its aesthetics, and increase revenues for local businesses. Instead, the staff chose to default to the existing code which is almost twenty years old that prohibits billboards, thereby defeating the purpose of updating the sign code to incorporate best practices and the latest technologies which would better meet the present and future needs of Oregon City.

Similar to the recommendation on billboards, the staff recommendation on electronic message centers did not follow the majority recommendations of the open house respondents and CAT survey responses. Although the majority of CAT and open house survey respondents felt that EMCs should be allowed with conditional use approval and they expressed a preference to allow messages to change every eight seconds, the Staff Recommendation Draft does not include a provision for EMCs. As a result, Oregon City is missing an opportunity to update their sign code to permit the latest technology and benefit businesses, residents, students and the community by quickly and efficiently directing traffic from the highways to local businesses and community events, by providing up to the minute information about conditions at local schools and churches, and by enhancing public safety.

It is important to recognize that more than 450 municipalities in 43 states already benefit from LED technology for billboards. In Oregon, the state adopted legislation in 2011 to allow LED or digital technology for outdoor advertising signs. Many local jurisdictions including Hillsboro, Gladstone, Milwaukie, Salem and Springfield allow digital signs to the benefit of businesses and residents. It is important that Oregon City regulations are updated to conform to state and federal regulations and better meet the needs of Oregon City residents, businesses and community organizations now and into the future.

EMCs using LED technology have a proven track record here in Oregon and around the country of supporting local, state and national law enforcement agencies in keeping the public safe. Clear Channel Outdoor has a national agreement with the FBI and U.S. Marshals Service to aid them in searching for and capturing dangerous fugitives. The FBI has credited digital signs with helping catch 51 fugitives. Another critical public safety benefit is supporting Amber Alerts. We give the Department of Justice and National Center for Missing & Exploited Children top priority when a child goes missing because nothing is as important as our children.

Critical public safety messages can be posted on EMCs within minutes. On a local level, in 2010 Salem Police Chief Jerry Moore personally thanked the industry for its support of the department's Most Wanted program. The Salem Police Department captured 22 of the 37 suspects featured that year, one of whom turned himself in because of the exposure he was receiving on digital signage.

I am making a plea to you, the members of the Oregon City Planning Commission, to thoughtfully consider all facets of these issues and to update the draft sign code to allow billboard corridors and EMCs so that businesses, schools, citizens, churches and other community groups and public agencies in Oregon City can benefit from the latest LED technology on electronic message boards.

Sincerely,

Sandi Burley
Community Advisory Team Member

Copies: Oregon City Commissioners
Bob Cochran, Dean of Campus Services, Clackamas Community College
Amber Holveck, Executive Director, Oregon City Chamber of Commerce
Laura Terway, Planner, Oregon City Planning Division

March 25, 2014

Oregon City Planning Commission
221 Mollala Ave., Suite 200
Oregon City, OR 97045

Dear Planning Commissioners:

I am writing to express my concerns about the proposed sign code amendments in the Oregon City Staff Recommendation Draft and the community engagement process for the sign code update. As a member of the Sign Code Update Community Advisory Team (CAT) representing the sign industry, an Oregon City resident and an employee of Clear Channel Outdoor, I feel that the Staff Recommendation Draft does not fairly and accurately reflect the community and CAT input on two key issues:

1. Permitting billboards only along state routes (Interstate 205, Highway 213 and Highway 99E) in billboard districts.
2. Allowing electronic message centers, or EMCs, which are LED-lit signs that allow owners to change information and messages.

Regarding the location of billboards, the majority of open house and CAT survey respondents felt that billboards should be allowed only along the state routes (Interstate 205, Highway 213, and Highway 99E). Although the CAT met four times for a total of more than ten hours, the committee only focused on billboards for approximately a half hour towards the end of the last meeting. Several issues related to billboards were mentioned and voted on at the fourth CAT meeting, however, some CAT members expressed confusion as to exactly what they were voting on and resulted in votes which were contradictory to the results of the survey of CAT members and open house responses.

Clear Channel Outdoor operates sixteen billboards in Oregon City and is currently the only entity with this type of non-conforming signs in the city. In my role as a CAT member, I submitted a proposal to the city that capped the total number of billboards in Oregon City at sixteen and required removal of billboards from the historic areas of the city to relocate them to the proposed billboard corridors. Although I expressed that this proposal was a starting point for open, collaborative discussion on sign code changes that would benefit the community, the proposal was not discussed at the CAT meetings.

Because so little time was spent informing CAT members and the community about the existing billboards, the proposal to cap the number of billboards in the city, recent changes to state and federal regulations, and the potential benefits to the community of allowing billboards with LED technology along the major highways, I feel that the Staff Recommendation Draft does not reflect thoughtful and informed community input and does not include these changes that will keep Oregon City safer, enhance its aesthetics, and increase revenues for local businesses. Instead, the staff chose to default to the existing code which is almost twenty years old that prohibits billboards, thereby defeating the purpose of updating the sign code to incorporate best practices and the latest technologies which would better meet the present and future needs of Oregon City.

Similar to the recommendation on billboards, the staff recommendation on electronic message centers did not follow the majority recommendations of the open house respondents and CAT survey responses. Although the majority of CAT and open house survey respondents felt that EMCs should be allowed with conditional use approval and they expressed a preference to allow messages to change every eight seconds, the Staff Recommendation Draft does not include a provision for EMCs. As a result, Oregon City is missing an opportunity to update their sign code to permit the latest technology and benefit businesses, residents, students and the community by quickly and efficiently directing traffic from the highways to local businesses and community events, by providing up to the minute information about conditions at local schools and churches, and by enhancing public safety.

It is important to recognize that more than 450 municipalities in 43 states already benefit from LED technology for billboards. In Oregon, the state adopted legislation in 2011 to allow LED or digital technology for outdoor advertising signs. Many local jurisdictions including Hillsboro, Gladstone, Milwaukie, Salem and Springfield allow digital signs to the benefit of businesses and residents. It is important that Oregon City regulations are updated to conform to state and federal regulations and better meet the needs of Oregon City residents, businesses and community organizations now and into the future.

EMCs using LED technology have a proven track record here in Oregon and around the country of supporting local, state and national law enforcement agencies in keeping the public safe. Clear Channel Outdoor has a national agreement with the FBI and U.S. Marshals Service to aid them in searching for and capturing dangerous fugitives. The FBI has credited digital signs with helping catch 51 fugitives. Another critical public safety benefit is supporting Amber Alerts. We give the Department of Justice and National Center for Missing & Exploited Children top priority when a child goes missing because nothing is as important as our children.

Critical public safety messages can be posted on EMCs within minutes. On a local level, in 2010 Salem Police Chief Jerry Moore personally thanked the industry for its support of the department's Most Wanted program. The Salem Police Department captured 22 of the 37 suspects featured that year, one of whom turned himself in because of the exposure he was receiving on digital signage.

I am making a plea to you, the members of the Oregon City Planning Commission, to thoughtfully consider all facets of these issues and to update the draft sign code to allow billboard corridors and EMCs so that businesses, schools, citizens, churches and other community groups and public agencies in Oregon City can benefit from the latest LED technology on electronic message boards.

Sincerely,

Sandi Burley
Community Advisory Team Member

Copies: Oregon City Commissioners
Bob Cochran, Dean of Campus Services, Clackamas Community College
Amber Holveck, Executive Director, Oregon City Chamber of Commerce
Laura Terway, Planner, Oregon City Planning Division

The Year-Round Oregon City Farmers Market (a 501c3 Corp) benefits the whole Oregon City community not just one segment. The market is not only a place to buy fresh produce from local farms, but incorporates programming that integrates the market into the fabric of the surrounding community.

Positives for all the residents of Oregon City:

Seniors :

The market is registered to accept DHS Senior Checks for fresh produce and has an annual Senior Day with info. on aging and remaining healthy. The market provides a regular gathering space, providing a sense of community to seniors who are often isolated in the home. The social interaction they get visiting the market and making friends with the vendors provides positive stimulation for them.

Youth.

Since 2011 the Market's nationally-recognized kids POP Club gives every child (5-12) \$2 every time they come to any OC farmers Market in wooden tokens to spend on fresh fruits, veggies and food plants. In addition the Market provides hands-on healthy-cooking demos, food growing classes, fruit and veggie tastings, cider-pressing, wheat-berry grinding (making pancakes from the flour ground) plus the OC Lions Club organizes a monthly physical activity course for the kids to participate in with prizes, and many more kids activities. Approx. 1500 kids enroll every year, resulting in approx. 4500-5000 kid shopping trips to the market.

The Market partners with Clackamas County Juvenile Dept. and provides free space for their youth farm to sell produce and coffee and smoothie drinks during the summer. Youth Offenders also assist the market in set up and take down throughout the year, providing them with a safe, healthy space to give back to the community and learn life-skills.

Families.

The market together with Clackamas County OSU Extension Master Food Preservers and Family Food Educators provides education for young families to learn about safe food preservation methods, and the Master Gardeners conduct 3 months of food-growing workshops at the Market on Saturdays every summer, in addition to having a table at the Market for customers gardening questions. The annual Homesteading Fair offers the community information on developing a life-style on an urban lot that is more sustainable, building resiliency for the community.

Low-Income

Over 50% of all Market debit-machine transactions are for the low-income SNAP Card shoppers. By being state-registered with DHS the OC Market allows Oregon City low-income shoppers access to fresh

healthy local foods year-round at the Market and, through grant funding, provides a (free) \$5 match to each SNAP shopper every time they come to a market. The Market holds healthy eating demos, partnering with Providence Willamette Falls, local doctors, Extension and local chefs.

The OC Market affects positive healthy changes for the whole OC Community.

Other aspects of the Market:

Market acts as the “town square” in a City with no center and has provided a community gathering space for many years, our 10th anniversary will be next year 2015. In addition to providing a sense of community the market allows up to **5 free spaces each market day for a variety of non-profit orgs.** including the following City and County governments:

Friends of The OC Library
CIC and City Neighborhoods
Water Environmental Services
Clackamas County Juvenile Dept.
Oregon City High School Band
OSU Extension
Clackamas County Soil and Water Conservation District
Clackamas Community College
Clackamas County Fire Dept
City Of Oregon City....including not only free booth space for many different City projects but also table space for City flyers.

The Market has been listed on the City’s web site for years.
The Market promotes other City-sponsored activities on it’s social media sites.

The City of Oregon City was at the table at the inception of the Market in 2005.
The Market has received not only grants from the City but also seed money to start the Downtown Markets .

The market manager conducts presentations in OC School District elementary and the high school yearly on healthy eating, supporting local farms and the seasonality of foods.

Portland conducted a study a few years ago about Farmers markets..these are some of the findings looking at other US cities:

‘These cities clearly want their markets to succeed, and have “signed on” to play a pivotal role as market partners’ and ‘city government support and assistance seems to be important whether the farmers markets are city-sponsored or organized independently’

Signage is the #2 form of assistance other cities offer their Farmers Market.

Portland study: <http://www.portlandoregon.gov/bps/article/236602>Public Agency Support for Farmers Markets Across the U.S.

From the study:

The accompanying table shows the results of a national search to inventory the various types of assistance (supportive policies and activities) currently offered to farmers markets or being considered by cities and other public agencies across the U.S. Categories of city / public agency support include:

- Facilities
- Transportation
- Technical assistance
- Marketing & promotions
- Management
- Funding

Farmers market systems were surveyed in five peer communities: Sacramento, San Francisco Bay area, Santa Monica, Seattle and St. Paul (MN). In all of these communities, farmers markets are well established and enjoy significant support from their city governments and also from other public agencies. **These cities clearly want their markets to succeed, and have “signed on” to play a pivotal role as market partners.** In some cities, full operation of the farmers markets is in the hands of the city. However, **city government support and assistance seems to be important whether the farmers markets are city-sponsored or organized independently.** The types of city assistance cited most frequently by market managers in the peer communities are shown below.

City Assistance to Farmers Markets in Peer Communities, listed in order of frequency

Free/affordable sites

Signage

Marketing

Trouble shooting

Management

Promote other direct market channels

Street closures

Site assessment

Provide market buildings

Parking

Waste/recycle/compost

Security

Funding/grantsmanship

Technical assistance

Inter-market coordination

Institutional purchases

Advising start-ups

From: marketmanager@orcifyfarmersmarket.com
To: [Laura Terway](#)
Subject: Market and the City
Date: Wednesday, April 02, 2014 1:05:25 PM
Attachments: [Market+City \(1\).docx](#)

Hi Laura, thanks for meeting with me on Monday, I am very glad I stopped by as I had no idea such drastic changes were on the table for the Market with the proposed Sign Code. Please find attached some thoughts about the Market and it's relationship to the City and the community of Oregon City. I understand the predicament the City is in, but I strongly believe continuing City support of the Market with signage is crucial for not only the continuing viability of all three year-round Markets, but also for both the health of the community and economic development.

We currently pay the City \$1435 per year to put up our banners. The A frames we put out on market day are removed within 24 hours.

As the City is such a strange shape, with several distinct areas and no center, the Market desperately needs the banners and A frame signage around town for it's continuing success. The fact that we change locations between seasons (summer and winter) and have two markets operating during the week in two separate sites during the summer, plus the fact that both market sites are tucked away and not in a central or easily visible location, makes the banners and A frames so crucial.

Every time we conduct a customer survey with both the local residents and tourists it proves that the most effective way to drive people to our Markets are the banners and A frames.

Please let me know if you have any questions. I would be very willing to join a group discussion about this with City staff anytime.

Thank you.

Jackie Hammond-Williams
Market Manager.
Oregon City Farmers Market.
503.734.0192

From: [Tony Konkol](#)
To: [Laura Terway](#)
Subject: FW: Sign Code Letter
Date: Friday, March 28, 2014 1:26:35 PM
Attachments: [SKMBT_C55214032810240.pdf](#)

FYI – for the record.

Thanks,
tk

From: Kelly Burgoyne
Sent: Friday, March 28, 2014 11:29 AM
To: Pete Walter
Cc: Tony Konkol; David Frasher
Subject: Sign Code Letter

Hello,

FYI.

Attached is a letter from a member of the Sign Code Committee addressed to the Planning Commission and sent to the City Commission regarding the current sign code amendments.

Thank you and have a nice weekend.

Kelly

From: donotreply@orcify.org [<mailto:donotreply@orcify.org>]
Sent: Friday, March 28, 2014 11:24 AM
To: Kelly Burgoyne
Subject: Message from KMBT_C552

March 25, 2014

Oregon City Planning Commission
221 Mollala Ave., Suite 200
Oregon City, OR 97045

Dear Planning Commissioners:

I am writing to express my concerns about the proposed sign code amendments in the Oregon City Staff Recommendation Draft and the community engagement process for the sign code update. As a member of the Sign Code Update Community Advisory Team (CAT) representing the sign industry, an Oregon City resident and an employee of Clear Channel Outdoor, I feel that the Staff Recommendation Draft does not fairly and accurately reflect the community and CAT input on two key issues:

1. Permitting billboards only along state routes (Interstate 205, Highway 213 and Highway 99E) in billboard districts.
2. Allowing electronic message centers, or EMCs, which are LED-lit signs that allow owners to change information and messages.

Regarding the location of billboards, the majority of open house and CAT survey respondents felt that billboards should be allowed only along the state routes (Interstate 205, Highway 213, and Highway 99E). Although the CAT met four times for a total of more than ten hours, the committee only focused on billboards for approximately a half hour towards the end of the last meeting. Several issues related to billboards were mentioned and voted on at the fourth CAT meeting, however, some CAT members expressed confusion as to exactly what they were voting on and resulted in votes which were contradictory to the results of the survey of CAT members and open house responses.

Clear Channel Outdoor operates sixteen billboards in Oregon City and is currently the only entity with this type of non-conforming signs in the city. In my role as a CAT member, I submitted a proposal to the city that capped the total number of billboards in Oregon City at sixteen and required removal of billboards from the historic areas of the city to relocate them to the proposed billboard corridors. Although I expressed that this proposal was a starting point for open, collaborative discussion on sign code changes that would benefit the community, the proposal was not discussed at the CAT meetings.

Because so little time was spent informing CAT members and the community about the existing billboards, the proposal to cap the number of billboards in the city, recent changes to state and federal regulations, and the potential benefits to the community of allowing billboards with LED technology along the major highways, I feel that the Staff Recommendation Draft does not reflect thoughtful and informed community input and does not include these changes that will keep Oregon City safer, enhance its aesthetics, and increase revenues for local businesses. Instead, the staff chose to default to the existing code which is almost twenty years old that prohibits billboards, thereby defeating the purpose of updating the sign code to incorporate best practices and the latest technologies which would better meet the present and future needs of Oregon City.

Similar to the recommendation on billboards, the staff recommendation on electronic message centers did not follow the majority recommendations of the open house respondents and CAT survey responses. Although the majority of CAT and open house survey respondents felt that EMCs should be allowed with conditional use approval and they expressed a preference to allow messages to change every eight seconds, the Staff Recommendation Draft does not include a provision for EMCs. As a result, Oregon City is missing an opportunity to update their sign code to permit the latest technology and benefit businesses, residents, students and the community by quickly and efficiently directing traffic from the highways to local businesses and community events, by providing up to the minute information about conditions at local schools and churches, and by enhancing public safety.

It is important to recognize that more than 450 municipalities in 43 states already benefit from LED technology for billboards. In Oregon, the state adopted legislation in 2011 to allow LED or digital technology for outdoor advertising signs. Many local jurisdictions including Hillsboro, Gladstone, Milwaukie, Salem and Springfield allow digital signs to the benefit of businesses and residents. It is important that Oregon City regulations are updated to conform to state and federal regulations and better meet the needs of Oregon City residents, businesses and community organizations now and into the future.

EMCs using LED technology have a proven track record here in Oregon and around the country of supporting local, state and national law enforcement agencies in keeping the public safe. Clear Channel Outdoor has a national agreement with the FBI and U.S. Marshals Service to aid them in searching for and capturing dangerous fugitives. The FBI has credited digital signs with helping catch 51 fugitives. Another critical public safety benefit is supporting Amber Alerts. We give the Department of Justice and National Center for Missing & Exploited Children top priority when a child goes missing because nothing is as important as our children.

Critical public safety messages can be posted on EMCs within minutes. On a local level, in 2010 Salem Police Chief Jerry Moore personally thanked the industry for its support of the department's Most Wanted program. The Salem Police Department captured 22 of the 37 suspects featured that year, one of whom turned himself in because of the exposure he was receiving on digital signage.

I am making a plea to you, the members of the Oregon City Planning Commission, to thoughtfully consider all facets of these issues and to update the draft sign code to allow billboard corridors and EMCs so that businesses, schools, citizens, churches and other community groups and public agencies in Oregon City can benefit from the latest LED technology on electronic message boards.

Sincerely,

Sandi Burley
Community Advisory Team Member

Copies:

Oregon City Commissioners

Bob Cochran, Dean of Campus Services, Clackamas Community College
Amber Holveck, Executive Director, Oregon City Chamber of Commerce
Laura Terway, Planner, Oregon City Planning Division

From: [Pete Walter](#)
To: [Laura Terway](#)
Subject: FW: Sign Code Letter
Date: Friday, March 28, 2014 11:58:46 AM
Attachments: [SKMBT_C55214032810240.pdf](#)

From: Kelly Burgoyne
Sent: Friday, March 28, 2014 11:29 AM
To: Pete Walter
Cc: Tony Konkol; David Frasher
Subject: Sign Code Letter

Hello,

FYI.

Attached is a letter from a member of the Sign Code Committee addressed to the Planning Commission and sent to the City Commission regarding the current sign code amendments.

Thank you and have a nice weekend.

Kelly

From: donotreply@orcity.org [<mailto:donotreply@orcity.org>]
Sent: Friday, March 28, 2014 11:24 AM
To: Kelly Burgoyne
Subject: Message from KMBT_C552

From: [Kathy Griffin](#)
To: [Laura Terway](#)
Cc: ["John Anderson"](#); [John M. Lewis](#)
Subject: FW: New Sign Code Section for Public R-O-W
Date: Friday, March 21, 2014 3:15:31 PM

From: rlajka@comcast.net [mailto:rlajka@comcast.net]
Sent: Friday, March 21, 2014 3:01 PM
To: Kathy Griffin
Cc: John M. Lewis
Subject: New Sign Code Section for Public R-O-W

Hi Kathy, please pass my e-mail below along to Laura Terway.

Hi Laura,

Thanks for the TAC presentation on the draft of Chapter 15.28.100 of the revised Sign Code. The draft Sign Code code has been discussed and analyzed by staff, professionals and our City's Neighborhood Organization, but perhaps not with the same "set of eyes" as the TAC who's focus was strictly on the NEW Chapter 15.28.100 dealing with signs in the Public R-O-W.

As I mentioned at the TAC meeting Tuesday I am very concerned about the ability of the City to implement and sustain a CITY WIDE roll out of Chapter 15.28.100. Moreover, I do not think that Public Works should be designated as the department to administer this section of the code, but rather it should fall under Code Enforcement. If Public Works is assigned as the administering department Public Works must be involved in modeling the expected cost of administering this totally new section of the sign code

I understand the desire of the City to develop a sign code ordinance that deals with signs in the R-O-W by regulating them. I am not opposed to such regulation. I simply feel that it is not prudent to roll out the start up and administration of a totally new permitting and regulatory program on a City wide basis. Perhaps a less ambitious beginning would be prudent. That might take the form of phasing in the new R-O-W section of the sign code in two commercial sections of town such as the downtown and Molalla Ave.

I am not clear whether your presentation on Tuesday was strictly for information, or whether the TAC is expected to make formal comments or a recommendation to the Planning Commission and/or City Commission. For that reason I am sending my thoughts to you as an individual member of the TAC. That said, I believe other members of the TAC share my concerns.

John Anderson
TAC Committee Member

From: Laura Terway
To: ["BURLEY, SANDI"](#)
Subject: RE: Planning Commission Work Session #1 - Legislative adoption schedule
Date: Thursday, March 13, 2014 1:53:00 PM
Attachments: [image001.png](#)

Afternoon,

Yes, all work sessions and hearings are open to the public. The Planning Commission may choose if they would like to hear testimony from the public at the work session.

-Laura

From: BURLEY, SANDI [mailto:sandiburley@clearchannel.com]
Sent: Thursday, March 13, 2014 1:22 PM
To: Laura Terway
Subject: RE: Planning Commission Work Session #1 - Legislative adoption schedule

Hey Laura – Quick question for you.

The planning commission work session that is scheduled for March 24th is that open to the public, and if so, will there be opportunities to testify?



Sandi Burley
Real Estate Representative - Portland

715 NE Everett St
Portland, Oregon 97232

O 503-232-3111
D 503-736-2266
clearchanneloutdoor.com

Unless expressly stated otherwise, the information contained in this e-mail and any attachments is confidential and may be privileged. It is intended for the sole use of the addressee(s). Access to this e-mail and its attachments (if any) by anyone else is unauthorized. If you are not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, any dissemination, distribution or copying of the contents of this e-mail is strictly prohibited and any action taken (or not taken) in reliance on it is unauthorized and may be unlawful. If you have received this e-mail in error, please inform the sender immediately and delete it from your computer.

From: BURLEY, SANDI
Sent: Monday, March 10, 2014 11:52 AM
To: Laura Terway (literway@ci.oregon-city.or.us)
Subject: Planning Commission Work Session #1 - Legislative adoption schedule

Good morning, Laura – I hope this email finds you and your little one well.

I am just checking in with you regarding tonight's Planning Commission work session meeting. I went online and did not see the sign code as an item on the planning commission meeting agenda. Was there a delay, has it been re-scheduled for a different date or am I missing something? Also, would this session be open to the public or is it private?

Thanks, talk to you soon!



Sandi Burley

Real Estate Representative - Portland

715 NE Everett St
Portland, Oregon 97232

O 503-232-3111

D 503-736-2266

clearchanneloutdoor.com

Unless expressly stated otherwise, the information contained in this e-mail and any attachments is confidential and may be privileged. It is intended for the sole use of the addressee(s). Access to this e-mail and its attachments (if any) by anyone else is unauthorized. If you are not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, any dissemination, distribution or copying of the contents of this e-mail is strictly prohibited and any action taken (or not taken) in reliance on it is unauthorized and may be unlawful. If you have received this e-mail in error, please inform the sender immediately and delete it from your computer.

From: [Jonathan Stone](#)
To: [Laura Terway](#)
Subject: Sign Code Comments
Date: Friday, March 21, 2014 7:20:06 AM

Laura, per our discussion on the phone the other day I wanted to raise two concerns about the sign code as proposed. Please share these with the planning commission for consideration during their review.

1. Property delineation is an inconsistent metric for spacing of A-frame signs. For example the 5 primary business entrances of the Busch Weinhard building would only be able to share 1 sign where as the same size street frontage on the opposite side of 8th would be allowed to have 4. The proposed a-frame size is relatively small and it is unlikely that every business owner would want or need an a-frame sign or go through the trouble to have one permitted. Please consider an alternative measurement that is fairer to multiple storefront buildings. A simple approach is "primary business entrance" but there may be other ways that don't rely on tax-lot.
2. Many of the murals downtown are in disrepair. Grandfathering the existing murals as non-conforming may be a missed opportunity to incentivize their repair and restoration. Regardless of how the code addresses existing murals, their needs to be a collective effort to restore and/or maintain the existing murals or to promote their removal.

Thank you Laura for passing these comments along!

Best,

Jonathan

--

Jonathan Stone
Executive Director

Main Street Oregon City Inc.
816 Main Street
Oregon City, OR 97045

jon@downtownoregoncity.org
[Download Contact File](#)
Phone (971) 202-1604

fb.com/downtownoc
downtownoregoncity.org

From: Laura Terway
To: ["Bob Cochran"](#)
Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report
Date: Thursday, March 13, 2014 11:35:00 AM
Attachments: [Sign Code Draft Adoption Schedule.pdf](#)
[image005.png](#)

Bob,

The meeting on March 24th is a work session intended to explain the proposed sign code to the Planning Commission prior to the first hearing and get their initial feedback. The first actual public hearing is on April 14, 2014 at 7pm at City Hall. Attached you will find a draft schedule of the anticipated hearings. You (or another person from the college) may testify at the work session or any of the public hearings or submit written documentation which we will pass along to the commissioners.



Laura Terway, AICP
Planner
Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Phone: 503.496.1553
Fax: 503.722.3880
Iterway@orc.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.

 Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Bob Cochran [<mailto:bobc@clackamas.edu>]
Sent: Tuesday, March 11, 2014 2:41 PM
To: Laura Terway
Subject: RE: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Good Afternoon Laura:

Thank you for the update on the CAT. I see that there is a split vote by the CAT on the electronic message board signs. Unfortunately, I was unable to attend the planning commission workshop last night as I was involved in a interview panel for a vice president of the college. In addition, I noticed that the next workshop is on Monday, March 24th. This meeting falls on spring break and I have scheduled vacation time and will be unable to attend this workshop too.

I want to make sure that the college's sign needs (specifically electronic message centers) stay in the discussion. Would I be able to write a letter and either have you or one of my staff read this into the record next meeting?

Thanks in advance Laura.

Bob Cochran



Bob Cochran, P.E.
Dean of Campus Services



Clackamas Community College
Lewelling Building 107
19600 Molalla Avenue
Oregon City, Oregon 97045

Voice: 503.594.6790 | Fax: 503.594.6798 | Email: BobC@clackamas.edu

From: Laura Terway [<mailto:literway@ci.oregon-city.or.us>]

Sent: Monday, March 10, 2014 5:51 PM

To: zhenkin9000@gmail.com; dwinand@pmar.org; guttmcg@msn.com; emahoney240@msn.com; tom.geil@rocketmail.com; pespe@ci.oswego.or.us; ckidwell@leebarc.com; edmica3@yahoo.com; mike.k.mitchell@gmail.com; tom.obrien4@comcast.net; pastor@catalystcc.org; comprehensivetx@aol.com; ethan.downtownoc@gmail.com; maizeemae@aol.com; lavenderhillcottageoc@gmail.com; retrorevivaloc@gmail.com; lindaxoxo@molalla.net; scarpenter@bctonline.com; sean@nebbiolowinebar.com; levi.manselle@clackamasfcu.org; jill@nvvboutique.co; jerry.herrman@birdlink.net; shirleyanne4557@yahoo.com; info@christmasatthezoo.com; jessebuss@gmail.com; gordon@gkwphoto.com; blues_rae@msn.com; kimberlywalch@yahoo.com; christinehermann@clearchannel.com; danieldhruva@clearchannel.com; Bob Cochran; brian.martin@greshamoregon.gov; maraleesdance@live.com; zksc7@yahoo.com; sandiburley@clearchannel.com; oregoncityicehouse@hotmail.com; AmyD1122@Gmail.com; kayp@clackamas.us

Subject: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Good Afternoon,

Oregon City staff is pleased to announce that the staff recommendations and the final report from the Sign Code Update Community Advisory Team (CAT) are available for your review [here](http://www.OCSignCode.org)! Please feel free to contact me at (503) 496-1553. Thank you

www.OCSignCode.org



Laura Terway, AICP

Planner

Planning Division

PO Box 3040

221 Molalla Avenue, Suite 200

Oregon City, Oregon 97045

Phone: 503.496.1553

Fax: 503.722.3880

literway@orc.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.



Oregon City Sign Code Update *Draft* Legislative Adoption Schedule



Planning Commission Work Session #1	February 24, 2014
Planning Commission Work Session #2	March 24, 2014
City Commission Work Session #1	April 8, 2014
Planning Commission Hearing #1	April 14, 2014
Planning Commission Hearing #2	April 28, 2014
City Commission Hearing #1	May 7, 2014
City Commission Hearing #2	May 21, 2014
City Commission Hearing #3	June 4, 2014

Public report comments due February 26th. To be posted online in March.

Learn more about the project at www.OCSignCode.org.

From: [Zach Henkin](#)
To: [Laura Terway](#)
Subject: Re: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report
Date: Thursday, March 13, 2014 8:33:34 AM

How strange! Everything clicks through fine now using the same computer and browser as yesterday afternoon.

Glad it was a non issue :)

Thanks,
-Zach

On Wed, Mar 12, 2014 at 12:34 PM, Laura Terway <lterway@ci.oregon-city.or.us> wrote:

I am not getting them on my end, I will look into it. Which browser are you using? I have uploaded it to the [City website](#) as well.

The draft adoption schedule is:

Planning Commission Work Session #1	February 24, 2014
Planning Commission Work Session #2	March 24, 2014
City Commission Work Session #1	April 8, 2014
Planning Commission Hearing #1	April 14, 2014
Planning Commission Hearing #2	April 28, 2014
City Commission Hearing #1	May 7, 2014
City Commission Hearing #2	May 21, 2014
City Commission Hearing #3	June 4, 2014

From: Zach Henkin [mailto:zhenkin9000@gmail.com]
Sent: Wednesday, March 12, 2014 12:20 PM
To: Laura Terway
Subject: Re: Oregon City Sign Code: Staff Recommendation and Community Advisory Team Report

Hi Laura,

I'm getting several dead links on the OCSignCode website, and I'm fairly certain they aren't because of user error.

The "Proposed Draft Code", and "Process for Approval" links for instance lead to a "Page Not Found" error.

Hope its something simple.

-Zach

On Mon, Mar 10, 2014 at 5:50 PM, Laura Terway <lterway@ci.oregon-city.or.us> wrote:



Good Afternoon,

Oregon City staff is pleased to announce that the staff recommendations and the final report from the Sign Code Update Community Advisory Team (CAT) are available for your review [here](#)! Please feel free to contact me at (503) 496-1553. Thank you

www.OCSignCode.org



Laura Terway, AICP

Planner

Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045

Phone: 503.496.1553

Fax: 503.722.3880

lterway@orccity.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

--

Zach Henkin

zhenkin9000@gmail.com

--

Zach Henkin

zhenkin9000@gmail.com

From: Laura Terway
To: ["Oregoncitydc@opusnet.com"](mailto:Oregoncitydc@opusnet.com)
Subject: FW: New sign ordinance
Date: Wednesday, March 12, 2014 12:48:00 PM
Attachments: [3.10.14 Draft Sign Code Chapter 15.28.pdf](#)
[Existing Sign Code Chapter 15.28.pdf](#)

Good Afternoon,

The proposed sign code is attached for your review.

The standards for signage for your property are identified in OCMC 15.28.080. If you sign no longer complies with these standards the proposed sign code (attached) states in OCMC 15.28.120 "Signs that were lawfully constructed and otherwise lawfully existing but no longer comply with this code are allowed to remain until removed. Nothing in this section shall be deemed to prevent the maintenance of any sign, or changes of sign copy on a sign".

Unless you have never had a sign permit, a new permit is not needed. Sign permits are valid for the life of the sign (with the exception of new proposed code now allowing temporary banners and signs within the right-of-way).

Please let me know if you have any additional questions or concerns.



Laura Terway, AICP
Planner
Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Phone: 503.496.1553
Fax: 503.722.3880
lterway@orcify.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

-----Original Message-----

From: Sandi Smith [<mailto:shadyforestfarm@BCTonline.com>]
Sent: Tuesday, March 11, 2014 8:25 PM
To: Laura Terway
Subject: New sign ordinance

Dear Ms. Terway:

This email is sent from my wife's email address, my office email is Oregoncitydc@opusnet.com, please respond to my office email address if possible. I am just checking to determine if my understanding is correct

regarding my existing sign at 357 Warner Milne road. That understanding is in regards to the necessity of obtaining and applying for a new sign permit for my existing sign. If this understanding is correct when will these applications be available?

Thank you for your help,

Maurice Smith, DC

Chapter 15.28 SIGNS

Chapter 15.28 SIGNS

Sections:

[15.28.010 Purpose and scope.](#)

[15.28.020 Definitions.](#)

[15.28.030 Permit required.](#)

[15.28.040 Variances.](#)

[15.28.050 Prohibited signs.](#)

[15.28.060 Signs not requiring a permit.](#)

[15.28.070 Signs in residential zones.](#)

[15.28.075 Signs for listed conditional uses in residential zones.](#)

[15.28.080 Signs in office, commercial and industrial zones.](#)

[15.28.090 Nonconforming signs and their removal.](#)

[15.28.100 Conflict and severability.](#)

[15.28.110 Violation—Penalty.](#)

15.28.010 Purpose and scope.

This chapter regulates the erection placement and maintenance of signs to protect and enhance public health, safety, welfare and property, more specifically to:

A. Purpose.

1. Allow those signs compatible with the character and uses allowed in the zoning district in which they are located;
2. Maintain the effectiveness of traffic signs;
3. Prohibit certain signs or portions thereof, which conflict with the safe movement of people and emergency services, constitute a public nuisance or hazard, are of unsafe construction, or which demand attention by their dominating size or appearance of motion;
4. Maintain and enhance the scenic and other aesthetic qualities of the city.

B. Scope. All signs, including sign structures and display areas or building walls with lettering on them shall be erected and maintained only as provided by this chapter, except for the following:

1. Signs not visible from either a public right-of-way or property of different ownership, provided such signs shall be erected and maintained in accordance with applicable law;
2. Signs owned and maintained by governmental agencies;
3. Signs lawfully erected in the public right-of-way in accordance with applicable state and local laws and regulations;
4. Signs inside a building, except for strobe lights or floating lights visible from a public right-of-way, private road or other private property; and

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

5. Signs carved into or part of materials which are an integral part of a building.

(Ord. 94-1027 §1 (part), 1994)

15.28.020 Definitions.

For the purposes of this chapter:

"Abandoned sign" means a sign that does not have copy on the display surface for a period of six months or more, including an obsolete sign.

"Billboard" means a sign with a display surface area of three hundred square feet or more.

"Display surface area" means the total area of a sign that is available for displaying advertising or an informational message, subject to the provisions of this chapter.

"Erect" or "erected" means to construct, build, assemble, alter, place, affix, attach, create, recreate, paint, draw or in any way bring into being or establish.

"Free-standing sign" means a sign supported from the ground by its own structure.

"Fence" and "fencing" mean any barrier or section thereof, other than a wall, designed to delimit a boundary or provide a visual screen.

"Frontage" means the continuous distance along one street right-of-way line of one premises, provided such street is improved for public travel.

"Grade" means the level of the nearest sidewalk or road pavement.

"Incidental sign" means a sign identifying or advertising associated goods, products, services or facilities available on the premises, including but not limited to, trading stamps, credit cards accepted, brand names or price signs.

"Maintain," "maintained" or "maintaining" means activities, such as upkeep and repair of signs or sign structures and the replacement of sign messages or advertisement displayed on a sign, and an activity by which a sign or sign structure are permitted to exist.

"Natural materials" means wood, stone, brick and rock or any combination thereof.

"Obsolete sign" means a sign that calls attention to a business or other activity or a profession, commodity, product, service or entertainment no longer carried on, produced, sold or offered.

"Premises" means a lot or number of lots on which are situated a business, or a building or group of buildings designed as a unit.

"Projecting sign" means a sign projecting more than one foot from the wall of a building.

"Roof sign" means a sign erected or maintained wholly upon or over the roof of any building with the principal support on the roof structure.

"Sign" means any sign, display message, emblem, device, figure, painting, drawing, placard, poster, billboard or other thing that is designed, used or intended for advertising purposes or to inform or attract the attention of the public, and the term includes the sign structure, display surface and all other component parts of a sign; when dimensions of a sign are specified, the term includes panels and frames; and the term includes both sides of a sign of specified dimensions or display surface area.

"Sign face" means the total of display surface area visible from one side of a sign.

"Sign official" is the person designated by the city manager to enforce the provisions of this chapter, including the review of permit applications, the interpretation of the provisions of this chapter and the issuance of permits.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

"Temporary sign" means a sign that will become obsolete after the occurrence of an event or series of events. Temporary signs include, but are not limited to, for sale and lease signs, garage sale signs and political campaign signs.

"Traffic control sign or device" means an official route marker, guide sign, warning sign or sign directing or regulating traffic or pedestrians which has been erected by or under order of the city of Oregon City, the state or federal governments.

"Wall" means a masonry structure.

"Wall sign" means a sign erected on a wall.

(Ord. 94-1027 §1 (part), 1994)

15.28.030 Permit required.

- A. Permit Required. No sign shall be erected or maintained except as provided by this chapter and a permit has been issued by the sign official. This permit requirement applies to all signs, except those specifically exempt by a provision of this chapter and signs existing on the date of adoption of the ordinance codified in this chapter which shall be subject to subsection D of this section.
- B. Permit Application. Application for a sign permit shall be made in writing upon forms furnished by the sign official. A permit application fee shall accompany the application for it to be processed by the city. The amount of the fee shall be proportionate to the value of the sign proposed and shall be calculated according to a permit fee schedule adopted by resolution of the city commission.

The application shall include all plans and information necessary to establish that the proposed sign complies with all applicable requirements of this chapter and applicable buildings, structural and life safety codes. The permit shall be valid if the sign is erected and maintained in compliance with city code, and the applicant did not misrepresent or falsify any information supplied in the application. Any permit issued under this chapter shall be void if no substantial physical action be taken, in accordance with any conditions of the permit and the applicable requirements of this chapter, within ninety days following the date of its issuance. Any permit issued under this chapter shall remain in effect as long as the sign is maintained in compliance with any permit conditions and all applicable provisions of this chapter.

- C. Appeals. Any person aggrieved by a decision of the sign official may appeal the decision to the planning commission. Any such appeal shall be in writing and be received by the city recorder no later than ten days after the date the challenged is final. The appropriate appeal fee established by resolution of the city commission shall accompany the appeal. Proceedings before the planning commission shall comply with the provisions of [Chapter 17.50](#) of this code, including the provisions relating to city commission review of planning commission decisions involving conditional use permits.
- D. Permits for Signs Existing on the Effective Date of These Regulations. Signs existing on the effective date of these regulations shall also be required to obtain a permit within one hundred twenty days of the date these regulations become effective. No fee shall be charged for such permit and the sign official shall, within sixty days of the effective date of these regulations, give written notice of the requirement for permits and shall provide permit forms on request. Any such existing sign for which a permit has not been obtained within one hundred twenty days of the effective date of these regulations shall be deemed an unlawful use.

(Ord. 94-1027 §1 (part), 1994)

15.28.040 Variances.

- A. Grounds for Variance. Upon application by an applicant, the planning commission may grant a specific variance from provisions of this chapter provided all of the following circumstances exist:

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

1. Exceptional or extraordinary circumstances apply to the property that do not apply generally to other properties in the same area or vicinity. Such conditions may be the result of an unusual location or orientation of the applicant's building, topography, vegetation or other circumstance over which the applicant has no control;
 2. The variance is necessary for the preservation of a right of the applicant substantially the same as is possessed by the owners of other property in the area or vicinity;
 3. The authorization of the requested variance will not be materially detrimental to, or conflict with, the purposes of this chapter or be injurious to the use and enjoyment of other property in the area or vicinity, or the public way, in which the property is located; and
 4. The variance requested is the minimum variance necessary, to alleviate the identified hardship.
- B. Variance Fee. At the time of application for variance from the provisions of this chapter, the applicant shall pay a fee in accordance with the fee schedule established and amended from time to time by the city commission and on file with the city recorder.
- C. Procedure. A variance application shall be treated in the manner provided by [Chapter 17.50](#) of this code with respect to zoning variances.

(Ord. 94-1027 §1 (part), 1994)

15.28.050 Prohibited signs.

It is unlawful for the following signs to be erected or to be maintained except as otherwise provided in this chapter:

- A. Billboards;
- B. A sign that interferes in any way with a traffic control sign or device or prevents clear and unobstructed view of official traffic control signs or devices or approaching or merging traffic;
- C. A sign that contains, includes or is illuminated by any flashing or revolving, rotating or moving light or moves or has any animated or moving parts. This subsection does not apply to traffic control signs or devices;
- D. A sign with lighting which is not effectively shielded as to prevent beams or rays of light from being directed at any portion of the main traveled right-of-way of a state highway, or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of a motor vehicle or otherwise to interfere with the operations thereof;
- E. A sign located upon a tree, or painted or drawn upon a natural feature;
- F. An obsolete sign;
- G. Portable signs, A-frame signs, sandwich boards, tent signs, streamers, strings of lights, balloons, hulas, banners or pennants, excepting traditional holiday decorations; and except as provided in [Section 15.28.010\(B\)](#);
- H. A sign that obstructs free ingress to or egress from any door, window or fire escape, alley, drive or fire lane, or is attached to a fire escape;
- I. A sign erected or maintained on public property or within the public right-of-way without permission of the public body having jurisdiction;
- J. A sign not able to withstand a wind pressure of twenty pounds per square foot of exposed surface, or is insecurely erected, or is constructed so as to constitute a fire hazard;
- K. A sign not maintained in a safe, neat, clean and attractive condition and in good repair;
- L. Any sign larger than four square feet on an undeveloped lot or parcel of property;

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

M. A sign not otherwise in compliance with any provision of this code, Oregon law or the terms and conditions of any valid sign permit issued under this chapter;

N. Signs on fences or fencing.

(Ord. 94-1027 §1 (part), 1994)

15.28.060 Signs not requiring a permit.

In any zoning district, the following signs may be erected and maintained without a permit, so long as they comply with all applicable provisions of this chapter and are not illuminated;

- A. One temporary sign per street frontage of property under a single ownership provided such a sign does not cause a public safety hazard or nuisance, has no more than two faces, and that no sign face exceeds four square feet in area;
- B. Signs carved into a building or which are part of materials that are an integral part of the building not exceeding ten square feet in area. This subsection does not include signs painted on the sides of buildings;
- C. A single sign where the display surface area does not exceed two square feet;
- D. Window signs situated on the indoor-side of a window or door;
- E. Flags, limited to two per premises;
- F. Signs attached to, or carried by, a person;
- G. Signs required by law or legal action, including but not limited to, signs warning of hazardous or dangerous conditions on a premises and land use application and hearing notice signs.

(Ord. 94-1027 §1 (part), 1994)

15.28.070 Signs in residential zones.

- A. Signs Allowed. In the R-10, R-8, R-6, RC-4, R-6/MH and RA-2 zoning districts, the following signs are allowed:
 - 1. All signs allowed without permit as provided by this chapter so long as the requirements of this subsection are met;
 - 2. Permitted signs so long as a permit is first obtained as required by this chapter, and the requirements of this subsection are met.
- B. Display Requirements. All signs in the residential zones listed in this section must comply with the following requirements:
 - 1. Not more than one wall sign or free-standing sign to be visible from each frontage, with no more than three frontages. Wall signs shall be measured by the outer limits of the lettering, illustration or other display;
 - 2. Maximum twenty square feet of area per sign face;
 - 3. Not to exceed ten feet in length;
 - 4. Five feet maximum height above grade;
 - 5. Primarily constructed of natural materials;
 - 6. Sign shall be setback from the street as determined by the sign official, but not more than ten feet from the street right-of-way;

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

7. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.

(Ord. 94-1027 §1 (part), 1994)

15.28.075 Signs for listed conditional uses in residential zones.

- A. For conditional uses in residential zones, a sign that meets the following standards shall be allowed provided a permit is first obtained as required by this chapter:
 1. One wall sign per frontage is allowed. Additionally, one free-standing sign per conditional use is allowed;
 2. Maximum thirty-two square feet of area per sign face;
 3. Not to exceed ten feet in length;
 4. Eight feet maximum height above grade;
 5. Primarily constructed of natural materials or similar products, such as wood, stone, brick or metal;
 6. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.

(Ord. 05-1002, 2005)

15.28.080 Signs in office, commercial and industrial zones.

- A. Signs Allowed. In the LOC, LO, NC, HC, LC, C, CBD, M-1 and M-2 zoning districts, the following signs are allowed:
 1. All signs allowed without permit as provided by this chapter, so long as the requirements of this subsection are met;
 2. Wall signs, so long as a permit is first obtained as required by this chapter and the display surface area is no larger than two square feet for each lineal foot of the wall on which the sign is erected;
 3. Free-standing signs, so long as a permit is first obtained as required by this chapter and the following standards are met:
 - a. Number. One free-standing sign shall be permitted for each street frontage of a premises, provided minimum subdivision lot frontage of thirty feet is met. No free-standing sign shall be permitted on the same frontage where there is a projecting or roof sign. Free-standing signs on the same premises but on different frontages shall be separated by a minimum of fifty feet distance.
 - b. Area. Where the street frontage is less than fifty feet, the maximum display surface area shall not exceed fifty square feet, with twenty-five square feet maximum area per sign face. Where the street frontage is greater than fifty feet but less than two hundred feet, surface display area shall not exceed one hundred square feet, with fifty square feet maximum area per sign face. Where the street frontage is two hundred feet or greater, the surface display area shall not exceed three hundred square feet, with a maximum area of one hundred fifty square feet per sign face. In no case shall any sign have a surface display area in excess of three hundred square feet.
 - c. Projection. Free-standing signs shall not project over a public right-of-way.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

- d. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fourteen feet over areas of truck access.
- e. Horizontal Dimension. The greatest horizontal dimension shall not exceed twenty feet for any free-standing sign.
- f. Height. The height of any free-standing sign shall not exceed twenty-five feet above grade, plus five feet for each two hundred feet, or portion thereof, frontage in excess of two hundred feet frontage. In no event shall any sign exceed thirty feet in height.

The following table summarizes free-standing sign area and height limits:

Street Frontage (in feet)	Maximum Display Surface Area (square feet)	Maximum Area of Any One Sign Face (square feet)	Maximum Height (in feet)
Up to 50	50	25	25
50 —200	100	50	25
201+	101—300	51 —150	30

- 4. Roof Signs. Roof signs are allowed so long as a permit is first obtained as required by this chapter and the following standards are met:
 - a. Number. Maximum one roof sign is permitted for each premises, and shall be permitted instead of a projecting sign or free-standing sign.
 - b. Area, projection, clearance, horizontal dimension and height shall be within the limits set for free-standing signs. Stamped approval of a licensed civil or structural engineer may be required due to stresses put on the building. No roof sign shall be erected without approval of the fire marshal after a finding that the size, type and location of the sign will not substantially interfere with fire fighting;
- 5. Projecting Signs. Projecting signs are allowed so long as a permit is first obtained as required by this chapter and 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 or roof sign.
 - b. Area. Sign area shall not exceed sixteen square feet per sign face, with total area of all faces not to exceed thirty-two 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.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

- e. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fourteen feet over areas of truck access.
 - f. Separation. The minimum distance from another projecting sign shall be twenty 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;
6. Incidental Signs. One additional sign is allowed per premises, so long as a permit is first obtained as required by this chapter, is allowed. 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 square feet, and no sign face shall exceed sixteen square feet.

(Ord. 94-1027 §1 (part), 1994)

15.28.090 Nonconforming signs and their removal.

- A. Signs lawfully erected and maintained as of the date of the adoption of this chapter, but which do not meet the requirements of this chapter, shall be regarded as nonconforming signs which shall be lawful if a permit for the same is obtained under [Section 15.28.030](#) and may be continued for a period not to exceed ten years from the date of adoption of this chapter for the purpose of amortization of investment. Relief from this provision may be sought from the planning commission by following the procedures of [Section 15.28.040](#) for a longer amortization period, upon a showing that the applicant requires a longer period in which to amortize its investment in the sign in question. In the case of an application for a longer amortization period for an alleged nonconforming billboard, the applicant must prove, at a minimum, that the sign structure cannot reasonably be used for a sign with an area smaller than three hundred square feet.
- B. Signs located on premises annexed into the city after the effective date of the ordinance codified in this section and which signs do not comply with the provisions of the ordinance codified in this section, shall be brought into compliance with the ordinance codified in this section within a period of time not to exceed six months after the effective date of annexation; provided, however, that a landowner may, within thirty days of annexation, request a variance as provided in subsection A of this section.
- C. Any sign which is structurally altered, relocated or replaced shall immediately be brought into compliance with all applicable provisions of this chapter; provided, however, that a landowner may, within thirty days of annexation, request a variance as provided in [Section 15.28.040](#)
- D. All existing signs or portions thereof prohibited in [Section 15.28.050](#), except subsection A, shall be removed or altered to comply within six months from the date of adoption of this chapter.
- E. Within one year from the date of adoption of this chapter, the sign official or an authorized representative may inspect any sign regulated hereunder. The sign official shall have right of reasonable entry onto private premises to enforce the provisions of this chapter. After inspection, a notice shall be issued to the owner of the sign or property that lists the signs and identifies those signs which, in the opinion of the sign official, need repair or modification to bring them into compliance with this chapter and those which are in violation of the provisions of this chapter and must be removed, including the expiration of the grace period for the particular sign. The sign official

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

may repeat such on-site inspections, with reasonable notice, from time to time as deemed necessary to enforce the provisions of this chapter.

- F. Any sign regulated under this chapter found to be in violation of this chapter shall be deemed a nuisance. Violation of the provisions of this chapter shall constitute a civil infraction, subject to the code enforcement procedures of Chapters [1.16](#) and [1.20](#)

(Ord. 94-1027 §1 (part), 1994)

15.28.100 Conflict and severability.

In the event any provision herein is found to be in conflict with any zoning, building, fire safety, health or other code provisions of the city, the provision which establishes the higher standard for the promotion and protection of the health, safety and welfare of the people shall prevail.

A finding by a court of competent jurisdiction that any portion of this chapter is invalid shall not invalidate the remaining portions. A permit issued pursuant to this chapter does not grant any authority to violate any other law or regulation that may apply.

(Ord. 94-1027 §1 (part), 1994)

15.28.110 Violation—Penalty.

In addition to any other provisions hereof, it is unlawful for any person to maintain a sign or advertising structure in violation of the provisions of this chapter. Violation of any provision of this chapter is subject to the code enforcement procedures of Chapters [1.16](#), [1.20](#), [1.24](#).

(Ord. 99-1004 §27, 1999; Ord. 94-1027 §1 (part), 1994)

Oregon City Sign Code Staff Recommendation

March 10, 2014 DRAFT

The following is intended to replace Chapter 15.28 of the Oregon City Municipal Code.

15.28.010 Purpose of sign regulations

This chapter regulates the construction, placement and maintenance of signs to protect and enhance public health, safety, welfare and property. The code:

1. Allows signs compatible with the character and uses allowed in the zoning district in which they are located;
2. Maintains the effectiveness of traffic control signs throughout the city;
3. Prohibits signs, or portions thereof, that conflict with the safe movement of people and emergency services, constitute a public nuisance or hazard, are of unsafe construction, or that demand attention as a result of their dominating size or motion;
4. Maintains and enhances the scenic and other aesthetic qualities of the city; and
5. Supports the economic development of Oregon City businesses.

Proposed Changes to the Existing Code – Purpose Statement

- Minor rewording edits.
- “Supports the economic development of Oregon City businesses” is added.
- The scope of the chapter is separated into a separate section.

15.28.020 Definitions.

“Abandoned sign” means a sign structure where no sign has been in place for a continuous period of at least 6 months.

“A-frame sign” also known as “sandwich board” or “tent sign” means a movable steeply angled sign with two sides that meets at the top in the shape of the letter “A” and is not attached to a structure or the ground.

“Air Blown Sign” A sign that is intended to be inflated by air or other gas.

“Ancillary sign” means any sign allowed by this code, with or without permit, that is not a freestanding, incidental freestanding, wall, roof or projecting sign. If allowed within the zoning designation, ancillary signs include, but are not limited to, signs with an area less than 6 square feet, A-frame signs, flags (excluding attention flags), and banners.

“Attention flag” also known as “flutter,” “feather,” “teardrop,” or “blade,” means a pole-supported sign made of fabric, vinyl, or other similar non-rigid material, where one side of the sign is more than three times as long as any other side.

“Banner” means a sign made of fabric, vinyl, or other similar non-rigid material.

“Billboard” means a sign with a display surface area of three hundred square feet or more, including but not limited to, outdoor advertising signs as defined in ORS 377.710(21).

“Business” means any trade, profession, occupation or pursuit of every kind conducted in the city for gain.

“Construct” or “constructed” means to construct, erect, build, assemble, alter, place, affix, attach, create, recreate, paint, draw or in any way bring into being or establish.

“Display” means an arrangement of objects intended to decorate, advertise, entertain, or inform people about something.

“Display surface area” is defined in Section 15.28.050.

"Fence" and "fencing" mean any barrier or section thereof, other than a wall, designed to delimit a boundary or provide a visual screen.

"Flag" means a piece of fabric of distinctive design that is displayed hanging free from a staff, halyard or building to which it is attached.

"Freestanding sign" means a sign wholly supported from the ground by its own integral structure.

"Frontage" means the full length of a parcel of property that abuts a dedicated street, highway,¹ freeway or a the City-approved vehicular public access easement.

"Government owned sign" means a sign owned by a government agency, but does not include a sign constructed by a third-party with grant funds obtained from a government agency.

"Maintenance" means normal care or servicing needed to keep a sign functional or perpetuate its use, such as cleaning, replacing, or repairing a part made unusable by ordinary wear, and changing light bulbs.

"Natural materials" means metal, wood, stone, brick and rock or any combination thereof.

"Premises" means a lot or number of lots as approved by the community development director.

"Projecting sign" means a sign projecting more than one foot from the wall of a building².

"Public mural" means an original, two-dimensional work of visual art, comprised of paint, ceramic or glass tiles, or tesserae, executed by hand directly upon, or affixed directly to an exterior wall of a building, where the original, two-dimension work of visual art has been approved by the Oregon City Arts Commission and accepted by the City into its public art collection pursuant to this Chapter. A public mural is not an original work of visual art if it is mechanically reproduced or computer generated and printed on a base that will be attached to the wall, such as, by way of illustration but not limitation, images digitally printed on vinyl.

"Roof sign" means a sign constructed or maintained wholly upon or over the roof of any building with the principal support on the roof structure.

"Sign" means any sign, display message, emblem, figure, painting, drawing, placard, poster, billboard, carving or other thing that is designed, used or intended to convey a message or image and is used to inform or attract the attention of the public, and the term includes the sign structure, display surface and all other component parts of a sign; when dimensions of a sign are specified, the term includes panels and frames; and the term includes both sides of a sign of specified dimensions or display surface area.

"Sign face" means the total area as measured pursuant to Section 15.28.050.

"Sign official" is the person designated by the City Manager to enforce the provisions of this chapter, including the review of permit applications, the interpretation of the provisions of this chapter and the issuance of permits.

"Tenant space" means the portion of a structure occupied by a single commercial lease holder, or an owner-occupied space with its own public entrance from the exterior of the building or through a shared lobby, atrium, mall, or hallway and separated from other tenant spaces by walls.

"Traffic control sign or device" means a sign approved through the right-of-way permit process through the City's Public Works Division, where the sign complies with the City's Street Standards and/or the Manual on Uniform Traffic Control Devices (MUTCD). In addition, traffic control sign or device includes signs on private property associated with an approved traffic control plan prepared by a transportation engineer and approved by the City through a Site Plan and Design Review process.

"Undeveloped lot" means a property without a building, business or valid land use approval.

¹ Note that highways and freeways are considered frontages.

² CAT suggested projecting signs should be signs projecting more than four (4) inches.

"Wall sign" means a sign that is attached to the wall of a building and extends no more than twelve inches from a wall.

Proposed Changes to the Existing Code – Definitions

- The following definitions deleted: incidental sign, obsolete sign, temporary sign, and wall.
- New definitions for A-frame sign, air blown sign, ancillary sign, attention flag, banner, business, display, flag, government owned sign, tenant space, and undeveloped lots.
- Minor rewording edits.

15.28.030 Scope of sign regulations.

Scope. All signs shall be constructed and maintained only as provided by this chapter, except for the following³:

1. Signs not visible from either a public right-of-way or property under different ownership, provided such signs shall be constructed and maintained in accordance with applicable law;
2. Signs inside a building, except for strobe lights or floating lights visible from the right-of-way or other private property;
3. Signs carved into or part of materials that are an integral part of a building.
4. Signs attached to, or carried by a person;
5. Signs required by law or legal action;
6. Government owned signs within the right-of-way;
7. Government owned signs within government-designated parks, Metro-designated open space and at stormwater facilities;
8. Public murals as defined in 15.28.090 existing prior to adoption of this code; and
9. Traffic control signs and devices.

Proposed Changes to the Existing Code – Scope of Sign Regulations

- All government owned signs are no longer exempt.
- Items 4-9 are new exemptions.

15.28.040 Permit required.

- A. Permit Required. No sign shall be constructed except as provided by this chapter and a permit has been issued by the sign official. This permit requirement applies to all signs, except those specifically exempt by a provision of this chapter.
- B. The following signs on private property do not require a sign permit.
1. Changes of copy whereby the sign size and material are not changing but the message is changing do not require a sign permit.
 2. Freestanding signs with no more than two faces, the total of which does not exceed six (6) square feet in area per sign face, excluding banners, and subject to the limitations identified for ancillary signs;
 3. A-frame signs, subject to the limitations under Section 15.28.100(I).
 4. Flags (excluding attention flags).
- C. Permit Application. Application for a sign permit shall be made in writing upon forms furnished by the sign official. A permit application fee shall accompany the application. The amount of the fee shall be adopted by resolution of the city commission. The application shall include all plans and

³ The Community Advisory team suggested signs painted on the sides of buildings to be exempt but did not vote to make a recommendation on the matter.

information necessary to establish that the proposed sign complies with all applicable requirements of this chapter and applicable buildings, structural and life safety codes. The permit shall be valid if the sign is constructed in compliance with the city code, and to the specifications described in the approved sign permit. Any permit issued under this chapter shall be void if no substantial physical action be taken, in accordance with any conditions of the permit and the applicable requirements of this chapter, within ninety days following the date of its issuance, excluding appeals and for LUBA or judicial review. Any permit issued under this chapter shall remain in effect as long as the sign is constructed in compliance with any permit conditions and all applicable provisions of this chapter. If an applicant seeks to have the city treat its property as a premise for purposes of the sign code, then the application shall explain how the property meets the definition of premises in Section 15.28.020.

- D. Appeals. Any party aggrieved by a decision of the sign official may appeal the decision to the Planning Commission. Any such appeal shall be in writing and be received by the city recorder no later than fourteen days after the date the challenged decision is final. The Planning Commission or City Commission may initiate an appeal on its own motion within the fourteen-day period. The appropriate appeal fee established by resolution of the city commission shall accompany the appeal. Proceedings before the planning commission shall comply with the provisions of Chapter 17.50 of this code, including the provisions relating to city commission review of planning commission decisions involving conditional use permits.

Proposed Changes to the Existing Code – Permit Required

- Minor edits, clarifications and reorganizations.
- Clarification of signs that do not require a permit.
- Removal of section D which required all existing signs without permits to obtain a permit within 120 days of adoption of the regulations.

15.28.050 Measuring Sign Face

- A. The following criteria shall be used for the purpose of determining the boundaries of a sign face:
1. Sign area includes the area within a perimeter enclosing the limits of lettering, writing, representation, emblem, figure, character and lighted surface, but excluding essential sign structure, foundations or supports. Where a sign is of a three-dimensional, round, or irregular solid shape, the largest cross-section shall be used in a flat projection for the purpose of determining sign face.
 2. When signs are constructed in multiple separate pieces the sign face is calculated by measuring the area within a perimeter enclosing the limits of lettering, writing, representation, emblem, figure, character and light surface, but excluding essential sign structure, foundations or support on all pieces collectively.
- B. The height of a sign above grade is measured from the average level of the grade below the sign to the topmost point of the sign including any supporting structure.
- C. Clearance is measured from the average grade below the sign to the lowermost point of the sign.

Proposed Changes to the Existing Code – Measuring the Boundaries of a Sign

- Entire section is new.

15.28.060 Signs in Residential Zones

This standard applies to the following zoning designations: “R-10” Single-Family Dwelling District, “R-8” Single-Family Dwelling District, “R-6” Single-Family Dwelling District, “R-5” Single-Family Dwelling District, “R-3.5” Dwelling District, and “R-2” Multi-Family Dwelling District.

- A. Wall Sign. The following standards apply to wall signs in residential zones:
1. One wall sign is allowed for each property frontage (with a maximum of three (3)). A wall sign is prohibited if there is a freestanding sign along the same property frontage, except in the “R-2” Multi-Family Dwelling District.
 2. Residentially zoned property may have a wall sign with a maximum area of twelve (12) square feet and maximum length of five (5) linear feet, except in the “R-2” Multi-Family Dwelling District where wall signs may have a maximum area of twenty (20) square feet and maximum length of five (5) linear feet.
 3. At least fifty percent (50%) of the wall sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination for all signs within residential districts shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.
- B. Freestanding Sign: The following standards apply to freestanding signs in residential zones:
1. Residentially zoned property may have one freestanding sign if there is no wall sign on the same frontage except in the “R-2” Multi-Family Dwelling District where one freestanding sign for each property frontage (with a maximum of three (3)) is allowed.
 2. The freestanding sign may have a maximum area of twelve (12)⁴ square feet, maximum length of five (5) linear feet and a maximum height of five (5) feet above grade, except in the “R-2” Multi-Family Dwelling District where freestanding signs may have a maximum area of twenty (20) square feet in size, maximum length of ten (10) linear feet, and maximum height of five (5) feet above grade.
 3. At least fifty percent (50%) of the freestanding sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination for all signs within residential districts shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.
- C. Ancillary Signs.⁵ The following standard applies to ancillary signs in residential zones.
1. A total of two (2) ancillary signs are allowed per property.
 2. Banners are prohibited in residential zones unless approved under Section 15.28.070.

Proposed Changes to the Existing Code – Signs in Residential Zones.

- Delete OCMC 15.28.070.B.6 requiring that wall and freestanding signs will “be set back from the street as determined by the sign official, but not more than ten feet from the street right-of-way”.
- Reduce the size of wall signs from twenty (20) square feet to twelve (12) square feet for properties in zones other than in the “R-2” Multifamily dwelling district.
- Allow portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and three (3) feet in height.
- Reduce maximum wall sign length from 10 to 5 feet.
- Remove the maximum five (5) foot height requirement for wall signs.
- The maximum size for freestanding signs is reduced from twenty (20) square feet to twelve (12) square feet for residential zones other than the “R-2” Multi-family dwelling district.
- The maximum length for freestanding signs is reduced from 10 to 5 feet for residential zones other than the “R-2” Multi-family dwelling district.
- For residential zones other than the “R-2” Multi-family dwelling district, the number of freestanding signs is changed from one freestanding or wall sign for each property frontage (with a maximum of three (3)) to a maximum of one freestanding sign.

⁴ CAT did not suggest a reduction in the size of freestanding signs for residential property.

⁵ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

- For properties within the “R-2” Multi-family dwelling district, the number of freestanding signs is changed from one freestanding or wall sign for each property frontage (with a maximum of three (3)) to allow one wall and freestanding sign for each property frontage (with a maximum of six (6)).
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that did not require a permit.

15.28.070 Signs for Conditional Uses in Residential Zones

This standard applies to all conditional uses within a residential zoning district (“R-10” Single-Family Dwelling District, “R-8” Single-Family Dwelling District, “R-6” Single-Family Dwelling District, “R-5” Single-Family Dwelling District, “R-3.5” Dwelling District, and “R-2” Multi-Family Dwelling District) unless otherwise limited in the Conditional Use approval.

- A. Wall Sign. The following standards apply to wall signs for conditional uses in residential zones:
 1. One (1) wall sign per frontage is allowed, not to exceed a maximum of three wall signs.
 2. A wall sign may have a maximum area of thirty-two (32) square feet and maximum length of ten (10) linear feet.
 3. At least fifty percent (50%) of the wall sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.⁶
- B. Freestanding Sign. The following standards apply to freestanding signs for conditional uses in residential zones:
 1. One (1) free-standing sign per lot is allowed.
 2. The sign may have a maximum area of thirty-two (32) square feet, maximum length of ten (10) linear feet, and maximum height of fifteen (15) feet above grade.
 3. At least fifty percent (50%) of the freestanding sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.⁷
- C. Ancillary Signs⁸. The following standards apply to ancillary signs for conditional uses in residential zones.
 1. A total of two (2) ancillary signs (including banners) are allowed per property.
 2. Additional standards for banners
 - a. For a single property, banners may be in place for up to thirty (30) days, up to twice per year.⁹
 - b. Banners shall be securely placed against a building wall and may not project from the wall.
 - c. Banners shall comply with the wall sign size requirements and shall not be more than six (6) feet long and four (4) feet in height.
 - d. Banners are prohibited within an historic district and on any property designated as a historic landmark.

Proposed Changes to the Existing Code – Signs for Conditional Uses in Residential Zones

- Increase the height of freestanding signs from eight (8) feet to fifteen (15) feet.
- Remove the maximum height of eight (8) feet requirement for wall signs.

⁶ The Community Advisory Team was split as to if electronic message centers or internally lit signs should be allowed for conditional uses and if a conditional use would be required to allow the sign type.

⁷ The Community Advisory Team was split as to if electronic message centers or internally lit signs should be allowed for conditional uses and if a conditional use would be required to allow the sign type.

⁸ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

⁹ Members were split on this element of the recommendation.

- Allowing portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and three (3) feet in height.
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that do not require a permit.
- Allow banners except for within a historic district and on any property designated as a historic landmark.

15.28.080 Signs in Office, commercial, mixed use and industrial zones

The following standards apply to signs in office, commercial, mixed use and industrial zones which are not identified in 15.28.060 or 15.28.070, unless otherwise provided by this code.

A. Wall Signs. The following standard applies to wall signs in office, commercial, mixed use and industrial zones:

1. The number of wall signs is unlimited provided the total combined display surface area of wall signs and projecting signs is no larger than one (1) square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed. Signs on structures such as awnings, canopies, false fronts and wall extensions that do not extend more than one (1) foot from the structure are considered wall signs.¹⁰
2. Each ground floor tenant space may have a minimum sign area of twenty (20) square feet, regardless of the limitation in subsection A.1 above.¹¹

B. Freestanding signs. The following standards apply to freestanding signs in office, commercial, mixed use and industrial zones:

1. One freestanding sign¹² is allowed for each street frontage. On arterial streets, if a frontage exceeds a length of six hundred (600) linear feet a second freestanding sign is allowed¹³. In all cases, no freestanding sign shall be permitted on the same frontage where there is a projecting or roof sign.
2. Freestanding signs on the same property shall be separated by a minimum of fifty (50) feet distance.
3. Maximum display surface area:
 - a. Where the street frontage is less than fifty (50) feet in length, the maximum display surface area shall not exceed fifty (50) square feet, with twenty-five square (25) feet maximum area per sign face.
 - b. Where the street frontage is greater than fifty (50) feet but less than two hundred (200) feet in length, surface display area shall not exceed one hundred (100) square feet, with fifty (50) square feet maximum area per sign face.
 - c. Where the street frontage is two hundred (200) feet or greater in length, the surface display area shall not exceed three hundred (300) square feet, with a maximum area of one hundred fifty (150) square feet per sign face.
 - d. In no case shall any sign have a surface display area in excess of three hundred (300) square feet.
4. The signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, and a minimum clearance fourteen (14) feet above grade over areas of truck access.

¹⁰ The Community Advisory Team suggested wall signs do not project from the building face no more than 4 inches.

¹¹ The Community Advisory Team suggested a minimum.

¹² The CAT suggested allowing an additional sign of any type for each freestanding sign allowed but not constructed.

¹³ Note that a second freestanding sign is allowed for large frontages on arterial roads.

5. The greatest horizontal dimension shall not exceed twenty (20) linear feet and the height shall not exceed twenty-five (25) feet above grade, or thirty (30) feet above grade if the frontage is more than two hundred (200) feet in length.
- C. Incidental freestanding signs. The following standards apply to incidental signs in office, commercial, mixed use and industrial zones:
1. One incidental freestanding sign is allowed for each street frontage. No incidental freestanding sign face shall exceed an area of eight (8) square feet with a maximum surface display area of sixteen (16) square feet.
 2. Incidental freestanding signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
 3. The height shall not exceed fifteen (15) feet above grade.
- D. Roof signs. The following standards apply to roof signs in office, commercial, mixed use and industrial zones:
1. One roof sign is permitted for each frontage if there is no projecting sign or free-standing sign along the frontage.
 2. Maximum display surface area:
 - a. 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.
 - b. 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.
 - c. Where the street frontage is two hundred (200) feet or greater, the surface display area shall not exceed an area of three hundred (300) square feet, with a maximum area of one hundred fifty (150) square feet per sign face.
 - d. In no case shall any sign have a surface display area in excess of three hundred (300) square feet.
 3. The roof signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
 4. The horizontal dimension shall not exceed twenty (20) feet and the vertical dimension may not exceed ten (10) feet.
 5. Skirting is required to obscure exposed hardware used to attach the sign to the roof, as viewed from the adjacent street level perspective.
- E. Projecting signs. The following standards apply to projecting signs in office, commercial, mixed use and industrial zones:
1. One projecting sign is allowed for each tenant space if there is not a freestanding or roof sign on the same frontage.
 2. The total combined display surface area of projecting signs and wall signs is no larger than one (1) square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed.
 3. Each ground floor tenant space may have a minimum sign area of twenty (20) square feet, regardless of the limitation in subsection E.2 above.¹⁴

¹⁴ The Community Advisory Team suggested a minimum.

4. The maximum projection from a building wall shall be six (6) feet and shall not project within two (2) feet of the curb line. The maximum projection above the wall on which the sign is constructed shall be one (1) foot, and the visible supporting structure shall be constructed of natural materials.
 5. A minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
- F. Ancillary Signs¹⁵. The following standards apply to ancillary signs in office, commercial, mixed use and industrial zones.
1. A total of two (2) ancillary signs (including banners) are allowed per property.
 2. Additional standards for banners
 - a. A total of two (2) ancillary signs are allowed per property.
 - b. For a single property, banners may be in place for up to thirty (30) days, up to twice per year¹⁶
 - c. Banners shall be securely placed against a building wall and may not project from the wall.
 - d. Banners shall comply with the wall sign size requirements and shall not be more than six (6) linear feet long and four (4) feet in height.
 - e. Banners are prohibited within a historic district and on any property designated as a historic landmark.

Proposed Changes to the Existing Code – Signs in Office, commercial, mixed use and industrial zones

- Wall signs are measured using the tenant space, and not using the entire building wall. The size of wall signs is unlimited so long as the total combined display surface area of wall signs and projecting signs is no larger than one (1) square foot for each lineal foot of the wall length of the tenant space on which the sign is constructed. The previous standard allowed two (2) square feet of signage for each lineal foot of a wall.
- Signs on other project structures such as awnings, canopies, false fronts and wall extensions which do not extend more than a foot are considered wall signs.
- Increase the number of freestanding signs from one (1) per frontage from two (2) for frontages with six hundred (600) lineal feet or more on arterial streets.
- Multiple free-standing signs on the same frontage are required to be separated by fifty (50) feet. Previously all signs had to be separated by fifty (50) feet, regardless of frontage.
- Change the number of roof signs from one per premises (if there is no projecting sign or free-standing sign along the frontage) to one per frontage (if there is no projecting sign or free-standing sign along the frontage).
- Remove the requirements for civil and structural engineers and fire marshal approvals, as it is implemented by the Building Division upon review of building permits.
- The height for roof signs is changed from a maximum of twenty-five feet above grade, plus five feet for each two hundred feet, or portion thereof, frontage in excess of two hundred feet frontage (in no event shall any sign exceed thirty feet (30) in height) to a vertical maximum of ten (10) feet.
- Reduce the maximum horizontal dimension for roof signs from twenty (20) to ten (10) feet.
- Skirting is required around the base of roof signs.
- Remove the twenty (20) foot minimum distance between projecting signs.
- Increase the dimensions for projecting signs from a maximum size of sixteen (16) square feet per sign face, with total area of all faces not to exceed thirty-two (32) square feet to a maximum of

¹⁵ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

¹⁶ Members were split on this element of the recommendation.

twenty-four (24) square feet per sign face, with total area of all faces not to exceed forty-eight (48) square feet.

- The maximum projection from a building wall for projecting signs is increased from four (4) feet to six (6) feet. Eliminate the four (4) foot maximum vertical dimension of a projecting sign.
- The supporting structure for projecting signs shall be constructed of natural materials.
- Clarify standards for signs on structures including clearance requirements of eight (8) feet.
- Incidental signs previously were allowed to be for wall or freestanding and are now only applicable to freestanding and are renamed incidental freestanding signs. Reduce the size limitations from a maximum sixteen (16) square feet with a maximum sign face size of eight (8) square feet. Remove the maximum horizontal dimension of twenty (20) feet. Reduce the maximum height from 25 feet above grade, plus five (5) feet for each two-hundred (200) feet, or portion thereof, frontage in excess of two-hundred (200) feet (not to exceed thirty (30) feet) to fifteen (15) feet.
- Allow portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and up to three (3) feet in height.
- Allow temporary banners to be attached to building walls outside of historic districts or historic landmarks.
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that do not require a permit.

15.28.090 Public Murals

- A. Public Mural Program Intent and Purpose.** The intent and purpose of this section is to encourage the production of public murals for acquisition by the City. Public murals are a medium of expression which serves the public interest in unique ways, including, but not limited to: enhancing the aesthetics of the City; providing avenues for original artistic expression in the City; providing public edification through access to original works of public art; encouraging community participation in the creation of original works of art; and reducing the incidence of graffiti and other crime.
- B. Approval Process.** No person shall commence creation of any public mural without first obtaining approval from the Oregon City Arts Commission, and agreeing to donate the public mural to the City's public art collection. Murals that are created without approval from the Oregon City Arts Commission that are not otherwise exempt pursuant to this chapter or are inconsistent with the conditions of approval from the Oregon City Arts Commission shall not be deemed public murals.
- C. Criteria for Public Murals.** The following criteria shall be met for public murals:
1. Public murals shall remain in place, without alterations, for a period of not less than five years, except as may be specified by the Oregon City Arts Commission in the conditions of approval.
 2. All public murals on locally designated historic structures shall be approved by the Historic Review Board prior to installation.
 3. No public murals shall be allowed on single family dwellings, duplexes, or multi-family dwellings. As used in this subsection, single family dwellings, duplexes, or multi-family dwellings do not include mixed-use buildings which contain a single family dwelling, duplex, or multi-family dwellings.
 4. No part of the public mural shall exceed the height of the structure to which it is tiled, painted, or affixed.
 5. No part of the public mural shall be placed over the exterior surface of any opening of a building, including its windows, doors, and vents.
 6. No public mural may contain electrical components, three dimensional structural elements; employ electrical lights as part of the image, moving structural elements, flashing or sequential lighting, interior lighting elements, any automated method that causes movement, or any method that causes periodic changes in the appearance, image or message of the public mural.

7. Public murals shall utilize media that ensures longevity and durability, and structural and surface stability.
 8. Public murals shall be located in a manner that is accessible to the public.
 9. The artist has a strong concept and has demonstrated craftsmanship.
 10. The proposal has architectural, geographical, socio-cultural and historical relevance.
 11. The proposal is unique.
 12. The proposed design is feasible in regards to budget, timeline and experience.
 13. The public mural will last a minimum of five years, resistance to vandalism and weather; commitment to repair mural surface as necessary before painting and to use acceptable graffiti/UV coating, as needed, on finished mural.
 14. The scale is appropriate to the structure and surrounding neighborhoods.
 15. The approval and acceptance of each public mural shall be contingent upon the conveyance of a public mural easement to the City from the owner of the building upon which the mural will be located, in a form approved by the City Attorney. The terms of the easement shall grant the right to create the public mural on the wall of the building and provide that the person granting the easement will maintain and restore the public mural in its original condition for the period of the easement, and state that upon termination of the easement, the mural shall be removed and the building restored to its prior condition.
- D. Approval Process. Public murals shall be approved by the Oregon City Arts Commission in a Type III.

Proposed Changes to the Existing Code – Public Murals

- Entire section is new.

15.28.100 Signs within the Right-of-Way

This standard applies to all signage within the City of Oregon City right-of-way, except signs exempted from this section under Section 15.28.030.

A. Signs on the Ground within the Right-of-Way

1. Number of signs permitted.
 - a. One (1) A-frame sign within the right-of-way per property frontage.¹⁷
 - b. Approved traffic control signs or devices do not count towards the number of signs permitted within the right-of-way. However, signs placed within the right-of-way shall not obstruct traffic control signs or devices.
2. Material, design and size standards:
 - a. The sign frame shall be wood, plastic or metal.
 - b. The sign shall be an A-frame sandwich design.
 - c. The sign may not be illuminated.
 - d. Maximum width: twenty-eight (28) inches wide
 - e. Maximum depth: two (2) feet
 - f. Maximum height: three (3) feet tall
 - g. Maximum size: six (6) square feet per sign face
3. Placement standards.

¹⁷ The Community Advisory Team does not believe this is fair for multi-tenant properties and suggested it is changed to allow one per adjacent business or entrance. Staff believes one sign per frontage is appropriate given the number of potential signs that may be placed within the right-of-way if a different standard is used and the number and type of signage which may be placed on adjacent private property.

- a. The sign shall be entirely outside automobile or bicycle travel lanes and on-street parking areas.
 - b. For signs placed within the right-of-way with an adjacent sidewalk:
 - i. The sign shall be placed within six (6) inches of the face of the curb.
 - ii. Four (4) feet of clearance width shall be retained on the sidewalk.
 - c. For signs placed in the right-of-way without an adjacent sidewalk:
 - i. The sign shall be located outside of any street pavement and may not be located closer than four (4) feet from the travel lane, turning lane, shoulder, parking lane or bicycle lane.
 - d. Signs placed in the right-of-way shall remain portable and shall not be attached or anchored in any manner to trees or public property including, but not limited, to utility or light poles, parking meters, traffic control signs, the ground, or pavement.
 - e. Signs shall not be placed in parking spaces, pedestrian pathways, or bicycle paths, street corners, transit stop areas, ADA accessible curb ramps, ADA accessible parking spaces, at building exits or fire escapes, or any portion of the street (travel lanes, shoulder, bike lanes, medians, traffic islands, and parking areas). The sign may not obstruct pedestrian or ADA access from the sidewalk to transit stop areas, designated ADA accessible parking spaces, ADA accessible ramps; or building exits including fire escapes. Signs may not impede or hinder the vision of drivers or bicyclists. The sign shall be located entirely outside of the area of a right-of-way corner that is between the curb and the lines created by extending the property line to the curb face.
4. Hours of Sign Placement.
- a. For signs not within residential zoning designations: Signs may be within the right-of-way for a maximum of twelve (12) hours per day¹⁸.
 - b. For signs within residential zoning designations: The signs may be displayed on Thursday, Friday, Saturday, and Sunday between 12:00 pm and 8:00 pm daily; and from 6:00 am to 1:00 pm on Tuesday.

B. Cross Street Banners

Temporary banners which extend over a roadway shall be permitted in the right-of-way upon issuance of a permit in accordance the following standards:

1. Location.
 - a. A single, two-sided cross street banner at ODOT facilities at Highway 99E/Pedestrian Bridge; and
 - b. A single, one-sided cross street banner at PGE power poles #412 and #413 on Molalla Avenue at Beverly Drive.
2. Cross street banner display periods shall not exceed twenty-one (21) consecutive days in duration and no more than three (3) times in any twelve (12) month period. Cross street banner(s) shall not be installed or removed on any dates other than those identified on the approved permit.
3. Cross street banner construction shall be in accordance with the banner construction standards adopted by the Public Works Division.

¹⁸ The Community Advisory Team suggested changing this to allow the sign in the right-of-way during business hours. This may be difficult for signs not associated with a business such as political signs.

4. Cross street banner(s) shall have 20 feet minimum clearance between the bottom of the banner and the roadway surface and clearance shall be maintained at all times. Banners shall not:
 - a. Prevent the driver of a motor vehicle from having a clear and unobstructed view of official traffic control devices and approaching or merging traffic;
 - b. Have any lighting, unless such lighting is shielded to prevent light from being directed at the roads/highway or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of a motor vehicle; or
 - c. Be a traffic hazard.
- C. Who May Place the Sign
 1. Permits are approved on a first come first served basis.
 2. Except for cross street banners, if there is a business license associated with the person or company owning the sign, the business license location shall be directly abutting the location where the sign within the right-of-way is proposed. Based on the proposed location of the sign, the approval of the abutting property owner is required.¹⁹
- D. Right-of-Way Sign Permit Process
 1. An annual permit is required for signs on the ground within the right-of-way²⁰. A permit is required each time a cross street banner is installed.
 2. An approval sticker shall be placed on each sign within the right-of-way to easily distinguish the approved signs²¹.
 3. If the sign is owned by a business, the business shall have a valid business license, if applicable as determined under the criteria set forth in Oregon City Municipal Code Chapter 5.04²².
 4. The City Commission shall establish permit fees for signs located within the right-of-way.
 5. The applicant shall provide a certificate of insurance for general liability naming the City of Oregon City, its officers, agents, and employees, as additional insured's for the sign placement and include any other facility owners if applicable (e.g., State of Oregon (ODOT) and PGE).
 6. Applicant shall comply with and obtain any permits issued by any other applicable agency.
- E. Removal of signs within the right-of-way.
 1. Existing signs that do not comply with these standards or have not obtained a valid permit may be removed.
 2. The City Engineer may require signs to be modified, moved or removed if streets are widened or other improvements are made in the right-of-way that result in conditions where the sign placement will not comply with the above standards. The modification, moving or removing will be at the owner's expense.

Proposed Changes to the Existing Code – Signs With the Right-of-Way

- This entire section is new

15.28.110 Prohibited Signs

It is unlawful for the following signs to be constructed or maintained except as otherwise provided in this chapter:

¹⁹ The Community Advisory Team suggested requiring approval of the adjacent property owner.

²⁰ The City will create a form and approve over the counter.

²¹ The Community Advisory Team suggested that permits should not be required in residential and mixed-use zones.

²² Political signs, etc may not require a business.

- A. A sign that interferes in any way with a traffic control sign or device or prevents clear and unobstructed views of traffic control signs or devices or approaching or merging traffic or does not comply with chapter 10.32 of the Oregon City Municipal Code.
- B. A sign that contains, includes or is illuminated by any flashing or revolving, rotating or moving light or moves or has any animated or moving parts which move or rotate or change more than once (1) per day²³, except as otherwise allowed within this code.
- C. A sign with lighting that is not effectively shielded to prevent beams or rays of light from being directed at any portion of the main traveled right-of-way of a state highway, unless the lighting is of such low intensity or brilliance that it does not cause glare or impair the vision of the driver of a motor vehicle or otherwise interfere with the operations thereof.
- D. A sign located upon a tree, or painted or drawn upon a natural feature.
- E. A sign that obstructs free ingress to or egress from any door, window or fire escape, alley, drive or fire lane, or is attached to a fire escape.
- F. Any sign with an area larger than twelve (12) square feet, six (6) square feet per sign face on an undeveloped lot or parcel of property.
- G. A sign not otherwise in compliance with any provision of this code, Oregon law or the terms and conditions of any valid sign permit issued under this chapter.
- H. Attention flags.
- I. A-frame signs with an area larger than twelve (12) square feet, six (6) square feet per sign face or taller than three (3) feet.
- J. Air blown signs.
- K. Billboards.²⁴
- L. Signs on fences or fencing.²⁵
- M. Banners unless otherwise allowed by this chapter.
- N. Abandoned signs.

Proposed Changes to the Existing Code – Prohibited Signs

- The following are added as prohibited: attention flags, A-frame signs with an area larger than six (6) square feet per sign face or taller than three (3) feet, air blown signs, and abandoned signs.
- The following are removed from prohibited signs: obsolete sign, portable signs, A-frame signs, sandwich boards, tent signs, streamers, strings of lights, balloons, hulas, banners or pennants, excepting traditional holiday decorations, A sign erected or maintained on public property or within the public right-of-way without permission of the public body having jurisdiction, a sign not able to withstand a wind pressure of twenty pounds per square foot of exposed surface, or is insecurely erected, or is constructed so as to constitute a fire hazard, and a sign not maintained in a safe, neat, clean and attractive condition and in good repair.
- The size of signs on undeveloped lots or properties is increased from four (4) square feet to (12) square feet, six (6) square feet per sign face on an undeveloped lot or parcel of property.

15.28.120 Nonconforming Signs

²³ The Community Advisory Team was split on the minimum length of time which a message had to be displayed before it could change. Since no clear direction was provided staff defaulted to our current policy.

²⁴ This was a split issue by the Community Advisory Team. Staff chose to default to our existing code which prohibits billboards since a clear direction was not provided.

²⁵ The Community Advisory Team had a split decision on this. Staff defaulted to our current code.

Signs that were lawfully constructed and otherwise lawfully existing but no longer comply with this code are allowed to remain until removed. Nothing in this section shall be deemed to prevent the maintenance of any sign, or changes of sign copy on a sign.

- a. No additions or enlargements may be made to a nonconforming sign except those additions or enlargements that are required by law.
- b. A sign that is moved, replaced, or structurally altered shall be brought into conformance with this chapter, except that nonconforming signs may be reconstructed if required to be moved for construction or repair of public works or public utilities and the sign reconstruction is completed within ninety days after the completion of the public works or public utility construction or repair.
- c. Abandoned signs shall not be deemed nonconforming signs. No nonconforming sign shall be permitted to remain unless properly repaired and maintained as provided in this chapter. A sign maintained in violation of this provision shall be removed as provided in this chapter. Any nonconforming sign that is determined by the building official to be an unsafe sign shall be removed as provided in this chapter. Any nonconforming sign that is determined to be an abandoned sign shall be removed as provided in this chapter.

Proposed Changes to the Existing Code – Nonconforming Signs

- Existing signs are allowed to remain unless removed by the owner. The previous code included an amortization period.

15.28.130 Variances.

- A. Grounds for Variance. Upon application by an applicant, the planning commission may grant a specific variance from provisions of this chapter provided all of the following circumstances exist:
 1. That the variance from the requirements is not likely to cause substantial damage to adjacent properties by reducing light, air, safe access or other desirable or necessary qualities otherwise protected by this title;
 2. That the request is the minimum variance that would alleviate the hardship;
 3. Granting the variance will equal or exceed the purpose of the regulation to be modified;
 4. Any impacts resulting from the adjustment are mitigated;
 5. No practical alternatives have been identified which would accomplish the same purpose and not require a variance; and
 6. The variance conforms to the comprehensive plan and the intent of the ordinance being varied.
- B. Variance Fee. At the time of application for variance from the provisions of this chapter, the applicant shall pay a fee in accordance with the fee schedule established and amended from time to time by the city commission and on file with the city recorder.
- C. Procedure. A variance application shall be treated in the manner provided by Chapter 17.50 of this code with respect to zoning variances.

Proposed Changes to the Existing Code – Variances

- The variance criteria are replaced with the variance criteria from OCMC 17.60.

15.28.140 Violation—Penalty.

In addition to any other provisions hereof, it is unlawful for any person to maintain a sign or advertising structure in violation of the provisions of this chapter. Violation of any provision of this chapter is subject to the code enforcement procedures of Chapters 1.16, 1.20, 1.24.

Proposed Changes to the Existing Code – Violation

- No changes to this section are made other than renumbering the title.

15.28.150 Conflict and severability

In the event any provision herein is found to be in conflict with any zoning, building, fire safety, health or other code provisions of the city, the provision which establishes the higher standard for the promotion and protection of the health, safety and welfare of the people shall prevail.

A finding by a court of competent jurisdiction that any portion of this chapter is invalid shall not invalidate the remaining portions. A permit issued pursuant to this chapter does not grant any authority to violate any other law or regulation that may apply.

Proposed Changes to the Existing Code – Conflict and Severability

- No changes to this section are made other than renumbering the title.

DRAFT

From: Laura Terway
To: "Sahadevi Johns"
Subject: RE: Signage ordinance
Date: Wednesday, March 12, 2014 11:44:00 AM
Attachments: [3.10.14 Draft Sign Code Chapter 15.28.pdf](#)
[Existing Sign Code Chapter 15.28.pdf](#)

Thank you for your request for the proposed sign code. Enclosed you will find a copy of the existing signage standards as well as proposed draft code. To learn more about the project, please visit the [project website](#) and to learn more about the notice that was sent to you, please click [here](#). Please feel free to call me at 503.496.1553 with any additional questions or concerns.

www.OCSignCode.org



Laura Terway, AICP
Planner
Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Phone: 503.496.1553
Fax: 503.722.3880
Iterway@orccity.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

-----Original Message-----

From: Sahadevi Johns [<mailto:sahajana@yahoo.com>]
Sent: Wednesday, March 12, 2014 10:33 AM
To: Laura Terway
Subject: Signage ordinance

To Oregon City Planning,

I am looking for information on the ordinance as it is and what changes are being proposed in the new regulations. No one living here in Oregon City would want to see the town's ascetic ruined with signs causing our property values to be reduced.

Please let me know where I can get more information about the changes proposed.

Thank you,
Cheryl

Chapter 15.28 SIGNS

Sections:

[15.28.010 Purpose and scope.](#)

[15.28.020 Definitions.](#)

[15.28.030 Permit required.](#)

[15.28.040 Variances.](#)

[15.28.050 Prohibited signs.](#)

[15.28.060 Signs not requiring a permit.](#)

[15.28.070 Signs in residential zones.](#)

[15.28.075 Signs for listed conditional uses in residential zones.](#)

[15.28.080 Signs in office, commercial and industrial zones.](#)

[15.28.090 Nonconforming signs and their removal.](#)

[15.28.100 Conflict and severability.](#)

[15.28.110 Violation—Penalty.](#)

15.28.010 Purpose and scope.

This chapter regulates the erection placement and maintenance of signs to protect and enhance public health, safety, welfare and property, more specifically to:

A. Purpose.

1. Allow those signs compatible with the character and uses allowed in the zoning district in which they are located;
2. Maintain the effectiveness of traffic signs;
3. Prohibit certain signs or portions thereof, which conflict with the safe movement of people and emergency services, constitute a public nuisance or hazard, are of unsafe construction, or which demand attention by their dominating size or appearance of motion;
4. Maintain and enhance the scenic and other aesthetic qualities of the city.

B. Scope. All signs, including sign structures and display areas or building walls with lettering on them shall be erected and maintained only as provided by this chapter, except for the following:

1. Signs not visible from either a public right-of-way or property of different ownership, provided such signs shall be erected and maintained in accordance with applicable law;
2. Signs owned and maintained by governmental agencies;
3. Signs lawfully erected in the public right-of-way in accordance with applicable state and local laws and regulations;
4. Signs inside a building, except for strobe lights or floating lights visible from a public right-of-way, private road or other private property; and

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

5. Signs carved into or part of materials which are an integral part of a building.

(Ord. 94-1027 §1 (part), 1994)

15.28.020 Definitions.

For the purposes of this chapter:

"Abandoned sign" means a sign that does not have copy on the display surface for a period of six months or more, including an obsolete sign.

"Billboard" means a sign with a display surface area of three hundred square feet or more.

"Display surface area" means the total area of a sign that is available for displaying advertising or an informational message, subject to the provisions of this chapter.

"Erect" or "erected" means to construct, build, assemble, alter, place, affix, attach, create, recreate, paint, draw or in any way bring into being or establish.

"Free-standing sign" means a sign supported from the ground by its own structure.

"Fence" and "fencing" mean any barrier or section thereof, other than a wall, designed to delimit a boundary or provide a visual screen.

"Frontage" means the continuous distance along one street right-of-way line of one premises, provided such street is improved for public travel.

"Grade" means the level of the nearest sidewalk or road pavement.

"Incidental sign" means a sign identifying or advertising associated goods, products, services or facilities available on the premises, including but not limited to, trading stamps, credit cards accepted, brand names or price signs.

"Maintain," "maintained" or "maintaining" means activities, such as upkeep and repair of signs or sign structures and the replacement of sign messages or advertisement displayed on a sign, and an activity by which a sign or sign structure are permitted to exist.

"Natural materials" means wood, stone, brick and rock or any combination thereof.

"Obsolete sign" means a sign that calls attention to a business or other activity or a profession, commodity, product, service or entertainment no longer carried on, produced, sold or offered.

"Premises" means a lot or number of lots on which are situated a business, or a building or group of buildings designed as a unit.

"Projecting sign" means a sign projecting more than one foot from the wall of a building.

"Roof sign" means a sign erected or maintained wholly upon or over the roof of any building with the principal support on the roof structure.

"Sign" means any sign, display message, emblem, device, figure, painting, drawing, placard, poster, billboard or other thing that is designed, used or intended for advertising purposes or to inform or attract the attention of the public, and the term includes the sign structure, display surface and all other component parts of a sign; when dimensions of a sign are specified, the term includes panels and frames; and the term includes both sides of a sign of specified dimensions or display surface area.

"Sign face" means the total of display surface area visible from one side of a sign.

"Sign official" is the person designated by the city manager to enforce the provisions of this chapter, including the review of permit applications, the interpretation of the provisions of this chapter and the issuance of permits.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

"Temporary sign" means a sign that will become obsolete after the occurrence of an event or series of events. Temporary signs include, but are not limited to, for sale and lease signs, garage sale signs and political campaign signs.

"Traffic control sign or device" means an official route marker, guide sign, warning sign or sign directing or regulating traffic or pedestrians which has been erected by or under order of the city of Oregon City, the state or federal governments.

"Wall" means a masonry structure.

"Wall sign" means a sign erected on a wall.

(Ord. 94-1027 §1 (part), 1994)

15.28.030 Permit required.

- A. Permit Required. No sign shall be erected or maintained except as provided by this chapter and a permit has been issued by the sign official. This permit requirement applies to all signs, except those specifically exempt by a provision of this chapter and signs existing on the date of adoption of the ordinance codified in this chapter which shall be subject to subsection D of this section.
- B. Permit Application. Application for a sign permit shall be made in writing upon forms furnished by the sign official. A permit application fee shall accompany the application for it to be processed by the city. The amount of the fee shall be proportionate to the value of the sign proposed and shall be calculated according to a permit fee schedule adopted by resolution of the city commission.

The application shall include all plans and information necessary to establish that the proposed sign complies with all applicable requirements of this chapter and applicable buildings, structural and life safety codes. The permit shall be valid if the sign is erected and maintained in compliance with city code, and the applicant did not misrepresent or falsify any information supplied in the application. Any permit issued under this chapter shall be void if no substantial physical action be taken, in accordance with any conditions of the permit and the applicable requirements of this chapter, within ninety days following the date of its issuance. Any permit issued under this chapter shall remain in effect as long as the sign is maintained in compliance with any permit conditions and all applicable provisions of this chapter.

- C. Appeals. Any person aggrieved by a decision of the sign official may appeal the decision to the planning commission. Any such appeal shall be in writing and be received by the city recorder no later than ten days after the date the challenged is final. The appropriate appeal fee established by resolution of the city commission shall accompany the appeal. Proceedings before the planning commission shall comply with the provisions of [Chapter 17.50](#) of this code, including the provisions relating to city commission review of planning commission decisions involving conditional use permits.
- D. Permits for Signs Existing on the Effective Date of These Regulations. Signs existing on the effective date of these regulations shall also be required to obtain a permit within one hundred twenty days of the date these regulations become effective. No fee shall be charged for such permit and the sign official shall, within sixty days of the effective date of these regulations, give written notice of the requirement for permits and shall provide permit forms on request. Any such existing sign for which a permit has not been obtained within one hundred twenty days of the effective date of these regulations shall be deemed an unlawful use.

(Ord. 94-1027 §1 (part), 1994)

15.28.040 Variances.

- A. Grounds for Variance. Upon application by an applicant, the planning commission may grant a specific variance from provisions of this chapter provided all of the following circumstances exist:

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

1. Exceptional or extraordinary circumstances apply to the property that do not apply generally to other properties in the same area or vicinity. Such conditions may be the result of an unusual location or orientation of the applicant's building, topography, vegetation or other circumstance over which the applicant has no control;
 2. The variance is necessary for the preservation of a right of the applicant substantially the same as is possessed by the owners of other property in the area or vicinity;
 3. The authorization of the requested variance will not be materially detrimental to, or conflict with, the purposes of this chapter or be injurious to the use and enjoyment of other property in the area or vicinity, or the public way, in which the property is located; and
 4. The variance requested is the minimum variance necessary, to alleviate the identified hardship.
- B. Variance Fee. At the time of application for variance from the provisions of this chapter, the applicant shall pay a fee in accordance with the fee schedule established and amended from time to time by the city commission and on file with the city recorder.
- C. Procedure. A variance application shall be treated in the manner provided by [Chapter 17.50](#) of this code with respect to zoning variances.

(Ord. 94-1027 §1 (part), 1994)

15.28.050 Prohibited signs.

It is unlawful for the following signs to be erected or to be maintained except as otherwise provided in this chapter:

- A. Billboards;
- B. A sign that interferes in any way with a traffic control sign or device or prevents clear and unobstructed view of official traffic control signs or devices or approaching or merging traffic;
- C. A sign that contains, includes or is illuminated by any flashing or revolving, rotating or moving light or moves or has any animated or moving parts. This subsection does not apply to traffic control signs or devices;
- D. A sign with lighting which is not effectively shielded as to prevent beams or rays of light from being directed at any portion of the main traveled right-of-way of a state highway, or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of a motor vehicle or otherwise to interfere with the operations thereof;
- E. A sign located upon a tree, or painted or drawn upon a natural feature;
- F. An obsolete sign;
- G. Portable signs, A-frame signs, sandwich boards, tent signs, streamers, strings of lights, balloons, hulas, banners or pennants, excepting traditional holiday decorations; and except as provided in [Section 15.28.010\(B\)](#);
- H. A sign that obstructs free ingress to or egress from any door, window or fire escape, alley, drive or fire lane, or is attached to a fire escape;
- I. A sign erected or maintained on public property or within the public right-of-way without permission of the public body having jurisdiction;
- J. A sign not able to withstand a wind pressure of twenty pounds per square foot of exposed surface, or is insecurely erected, or is constructed so as to constitute a fire hazard;
- K. A sign not maintained in a safe, neat, clean and attractive condition and in good repair;
- L. Any sign larger than four square feet on an undeveloped lot or parcel of property;

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

M. A sign not otherwise in compliance with any provision of this code, Oregon law or the terms and conditions of any valid sign permit issued under this chapter;

N. Signs on fences or fencing.

(Ord. 94-1027 §1 (part), 1994)

15.28.060 Signs not requiring a permit.

In any zoning district, the following signs may be erected and maintained without a permit, so long as they comply with all applicable provisions of this chapter and are not illuminated;

- A. One temporary sign per street frontage of property under a single ownership provided such a sign does not cause a public safety hazard or nuisance, has no more than two faces, and that no sign face exceeds four square feet in area;
- B. Signs carved into a building or which are part of materials that are an integral part of the building not exceeding ten square feet in area. This subsection does not include signs painted on the sides of buildings;
- C. A single sign where the display surface area does not exceed two square feet;
- D. Window signs situated on the indoor-side of a window or door;
- E. Flags, limited to two per premises;
- F. Signs attached to, or carried by, a person;
- G. Signs required by law or legal action, including but not limited to, signs warning of hazardous or dangerous conditions on a premises and land use application and hearing notice signs.

(Ord. 94-1027 §1 (part), 1994)

15.28.070 Signs in residential zones.

- A. Signs Allowed. In the R-10, R-8, R-6, RC-4, R-6/MH and RA-2 zoning districts, the following signs are allowed:
 - 1. All signs allowed without permit as provided by this chapter so long as the requirements of this subsection are met;
 - 2. Permitted signs so long as a permit is first obtained as required by this chapter, and the requirements of this subsection are met.
- B. Display Requirements. All signs in the residential zones listed in this section must comply with the following requirements:
 - 1. Not more than one wall sign or free-standing sign to be visible from each frontage, with no more than three frontages. Wall signs shall be measured by the outer limits of the lettering, illustration or other display;
 - 2. Maximum twenty square feet of area per sign face;
 - 3. Not to exceed ten feet in length;
 - 4. Five feet maximum height above grade;
 - 5. Primarily constructed of natural materials;
 - 6. Sign shall be setback from the street as determined by the sign official, but not more than ten feet from the street right-of-way;

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

7. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.

(Ord. 94-1027 §1 (part), 1994)

15.28.075 Signs for listed conditional uses in residential zones.

- A. For conditional uses in residential zones, a sign that meets the following standards shall be allowed provided a permit is first obtained as required by this chapter:
 1. One wall sign per frontage is allowed. Additionally, one free-standing sign per conditional use is allowed;
 2. Maximum thirty-two square feet of area per sign face;
 3. Not to exceed ten feet in length;
 4. Eight feet maximum height above grade;
 5. Primarily constructed of natural materials or similar products, such as wood, stone, brick or metal;
 6. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.

(Ord. 05-1002, 2005)

15.28.080 Signs in office, commercial and industrial zones.

- A. Signs Allowed. In the LOC, LO, NC, HC, LC, C, CBD, M-1 and M-2 zoning districts, the following signs are allowed:
 1. All signs allowed without permit as provided by this chapter, so long as the requirements of this subsection are met;
 2. Wall signs, so long as a permit is first obtained as required by this chapter and the display surface area is no larger than two square feet for each lineal foot of the wall on which the sign is erected;
 3. Free-standing signs, so long as a permit is first obtained as required by this chapter and the following standards are met:
 - a. Number. One free-standing sign shall be permitted for each street frontage of a premises, provided minimum subdivision lot frontage of thirty feet is met. No free-standing sign shall be permitted on the same frontage where there is a projecting or roof sign. Free-standing signs on the same premises but on different frontages shall be separated by a minimum of fifty feet distance.
 - b. Area. Where the street frontage is less than fifty feet, the maximum display surface area shall not exceed fifty square feet, with twenty-five square feet maximum area per sign face. Where the street frontage is greater than fifty feet but less than two hundred feet, surface display area shall not exceed one hundred square feet, with fifty square feet maximum area per sign face. Where the street frontage is two hundred feet or greater, the surface display area shall not exceed three hundred square feet, with a maximum area of one hundred fifty square feet per sign face. In no case shall any sign have a surface display area in excess of three hundred square feet.
 - c. Projection. Free-standing signs shall not project over a public right-of-way.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

- d. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fourteen feet over areas of truck access.
- e. Horizontal Dimension. The greatest horizontal dimension shall not exceed twenty feet for any free-standing sign.
- f. Height. The height of any free-standing sign shall not exceed twenty-five feet above grade, plus five feet for each two hundred feet, or portion thereof, frontage in excess of two hundred feet frontage. In no event shall any sign exceed thirty feet in height.

The following table summarizes free-standing sign area and height limits:

Street Frontage (in feet)	Maximum Display Surface Area (square feet)	Maximum Area of Any One Sign Face (square feet)	Maximum Height (in feet)
Up to 50	50	25	25
50 —200	100	50	25
201+	101—300	51 —150	30

4. Roof Signs. Roof signs are allowed so long as a permit is first obtained as required by this chapter and the following standards are met:
 - a. Number. Maximum one roof sign is permitted for each premises, and shall be permitted instead of a projecting sign or free-standing sign.
 - b. Area, projection, clearance, horizontal dimension and height shall be within the limits set for free-standing signs. Stamped approval of a licensed civil or structural engineer may be required due to stresses put on the building. No roof sign shall be erected without approval of the fire marshal after a finding that the size, type and location of the sign will not substantially interfere with fire fighting;
5. Projecting Signs. Projecting signs are allowed so long as a permit is first obtained as required by this chapter and 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 or roof sign.
 - b. Area. Sign area shall not exceed sixteen square feet per sign face, with total area of all faces not to exceed thirty-two 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.

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

- e. Clearance. A minimum clearance of ten feet from grade shall be maintained over pedestrian or vehicular areas, fourteen feet over areas of truck access.
 - f. Separation. The minimum distance from another projecting sign shall be twenty 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;
6. Incidental Signs. One additional sign is allowed per premises, so long as a permit is first obtained as required by this chapter, is allowed. 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 square feet, and no sign face shall exceed sixteen square feet.

(Ord. 94-1027 §1 (part), 1994)

15.28.090 Nonconforming signs and their removal.

- A. Signs lawfully erected and maintained as of the date of the adoption of this chapter, but which do not meet the requirements of this chapter, shall be regarded as nonconforming signs which shall be lawful if a permit for the same is obtained under [Section 15.28.030](#) and may be continued for a period not to exceed ten years from the date of adoption of this chapter for the purpose of amortization of investment. Relief from this provision may be sought from the planning commission by following the procedures of [Section 15.28.040](#) for a longer amortization period, upon a showing that the applicant requires a longer period in which to amortize its investment in the sign in question. In the case of an application for a longer amortization period for an alleged nonconforming billboard, the applicant must prove, at a minimum, that the sign structure cannot reasonably be used for a sign with an area smaller than three hundred square feet.
- B. Signs located on premises annexed into the city after the effective date of the ordinance codified in this section and which signs do not comply with the provisions of the ordinance codified in this section, shall be brought into compliance with the ordinance codified in this section within a period of time not to exceed six months after the effective date of annexation; provided, however, that a landowner may, within thirty days of annexation, request a variance as provided in subsection A of this section.
- C. Any sign which is structurally altered, relocated or replaced shall immediately be brought into compliance with all applicable provisions of this chapter; provided, however, that a landowner may, within thirty days of annexation, request a variance as provided in [Section 15.28.040](#)
- D. All existing signs or portions thereof prohibited in [Section 15.28.050](#), except subsection A, shall be removed or altered to comply within six months from the date of adoption of this chapter.
- E. Within one year from the date of adoption of this chapter, the sign official or an authorized representative may inspect any sign regulated hereunder. The sign official shall have right of reasonable entry onto private premises to enforce the provisions of this chapter. After inspection, a notice shall be issued to the owner of the sign or property that lists the signs and identifies those signs which, in the opinion of the sign official, need repair or modification to bring them into compliance with this chapter and those which are in violation of the provisions of this chapter and must be removed, including the expiration of the grace period for the particular sign. The sign official

Title 15 - BUILDINGS AND CONSTRUCTION

Chapter 15.28 SIGNS

may repeat such on-site inspections, with reasonable notice, from time to time as deemed necessary to enforce the provisions of this chapter.

- F. Any sign regulated under this chapter found to be in violation of this chapter shall be deemed a nuisance. Violation of the provisions of this chapter shall constitute a civil infraction, subject to the code enforcement procedures of Chapters [1.16](#) and [1.20](#)

(Ord. 94-1027 §1 (part), 1994)

15.28.100 Conflict and severability.

In the event any provision herein is found to be in conflict with any zoning, building, fire safety, health or other code provisions of the city, the provision which establishes the higher standard for the promotion and protection of the health, safety and welfare of the people shall prevail.

A finding by a court of competent jurisdiction that any portion of this chapter is invalid shall not invalidate the remaining portions. A permit issued pursuant to this chapter does not grant any authority to violate any other law or regulation that may apply.

(Ord. 94-1027 §1 (part), 1994)

15.28.110 Violation—Penalty.

In addition to any other provisions hereof, it is unlawful for any person to maintain a sign or advertising structure in violation of the provisions of this chapter. Violation of any provision of this chapter is subject to the code enforcement procedures of Chapters [1.16](#), [1.20](#), [1.24](#).

(Ord. 99-1004 §27, 1999; Ord. 94-1027 §1 (part), 1994)

Oregon City Sign Code Staff Recommendation

March 10, 2014 DRAFT

The following is intended to replace Chapter 15.28 of the Oregon City Municipal Code.

15.28.010 Purpose of sign regulations

This chapter regulates the construction, placement and maintenance of signs to protect and enhance public health, safety, welfare and property. The code:

1. Allows signs compatible with the character and uses allowed in the zoning district in which they are located;
2. Maintains the effectiveness of traffic control signs throughout the city;
3. Prohibits signs, or portions thereof, that conflict with the safe movement of people and emergency services, constitute a public nuisance or hazard, are of unsafe construction, or that demand attention as a result of their dominating size or motion;
4. Maintains and enhances the scenic and other aesthetic qualities of the city; and
5. Supports the economic development of Oregon City businesses.

Proposed Changes to the Existing Code – Purpose Statement

- Minor rewording edits.
- “Supports the economic development of Oregon City businesses” is added.
- The scope of the chapter is separated into a separate section.

15.28.020 Definitions.

“Abandoned sign” means a sign structure where no sign has been in place for a continuous period of at least 6 months.

“A-frame sign” also known as “sandwich board” or “tent sign” means a movable steeply angled sign with two sides that meets at the top in the shape of the letter “A” and is not attached to a structure or the ground.

“Air Blown Sign” A sign that is intended to be inflated by air or other gas.

“Ancillary sign” means any sign allowed by this code, with or without permit, that is not a freestanding, incidental freestanding, wall, roof or projecting sign. If allowed within the zoning designation, ancillary signs include, but are not limited to, signs with an area less than 6 square feet, A-frame signs, flags (excluding attention flags), and banners.

“Attention flag” also known as “flutter,” “feather,” “teardrop,” or “blade,” means a pole-supported sign made of fabric, vinyl, or other similar non-rigid material, where one side of the sign is more than three times as long as any other side.

“Banner” means a sign made of fabric, vinyl, or other similar non-rigid material.

“Billboard” means a sign with a display surface area of three hundred square feet or more, including but not limited to, outdoor advertising signs as defined in ORS 377.710(21).

“Business” means any trade, profession, occupation or pursuit of every kind conducted in the city for gain.

“Construct” or “constructed” means to construct, erect, build, assemble, alter, place, affix, attach, create, recreate, paint, draw or in any way bring into being or establish.

“Display” means an arrangement of objects intended to decorate, advertise, entertain, or inform people about something.

“Display surface area” is defined in Section 15.28.050.

"Fence" and "fencing" mean any barrier or section thereof, other than a wall, designed to delimit a boundary or provide a visual screen.

"Flag" means a piece of fabric of distinctive design that is displayed hanging free from a staff, halyard or building to which it is attached.

"Freestanding sign" means a sign wholly supported from the ground by its own integral structure.

"Frontage" means the full length of a parcel of property that abuts a dedicated street, highway,¹ freeway or a the City-approved vehicular public access easement.

"Government owned sign" means a sign owned by a government agency, but does not include a sign constructed by a third-party with grant funds obtained from a government agency.

"Maintenance" means normal care or servicing needed to keep a sign functional or perpetuate its use, such as cleaning, replacing, or repairing a part made unusable by ordinary wear, and changing light bulbs.

"Natural materials" means metal, wood, stone, brick and rock or any combination thereof.

"Premises" means a lot or number of lots as approved by the community development director.

"Projecting sign" means a sign projecting more than one foot from the wall of a building².

"Public mural" means an original, two-dimensional work of visual art, comprised of paint, ceramic or glass tiles, or tesserae, executed by hand directly upon, or affixed directly to an exterior wall of a building, where the original, two-dimensional work of visual art has been approved by the Oregon City Arts Commission and accepted by the City into its public art collection pursuant to this Chapter. A public mural is not an original work of visual art if it is mechanically reproduced or computer generated and printed on a base that will be attached to the wall, such as, by way of illustration but not limitation, images digitally printed on vinyl.

"Roof sign" means a sign constructed or maintained wholly upon or over the roof of any building with the principal support on the roof structure.

"Sign" means any sign, display message, emblem, figure, painting, drawing, placard, poster, billboard, carving or other thing that is designed, used or intended to convey a message or image and is used to inform or attract the attention of the public, and the term includes the sign structure, display surface and all other component parts of a sign; when dimensions of a sign are specified, the term includes panels and frames; and the term includes both sides of a sign of specified dimensions or display surface area.

"Sign face" means the total area as measured pursuant to Section 15.28.050.

"Sign official" is the person designated by the City Manager to enforce the provisions of this chapter, including the review of permit applications, the interpretation of the provisions of this chapter and the issuance of permits.

"Tenant space" means the portion of a structure occupied by a single commercial lease holder, or an owner-occupied space with its own public entrance from the exterior of the building or through a shared lobby, atrium, mall, or hallway and separated from other tenant spaces by walls.

"Traffic control sign or device" means a sign approved through the right-of-way permit process through the City's Public Works Division, where the sign complies with the City's Street Standards and/or the Manual on Uniform Traffic Control Devices (MUTCD). In addition, traffic control sign or device includes signs on private property associated with an approved traffic control plan prepared by a transportation engineer and approved by the City through a Site Plan and Design Review process.

"Undeveloped lot" means a property without a building, business or valid land use approval.

¹ Note that highways and freeways are considered frontages.

² CAT suggested projecting signs should be signs projecting more than four (4) inches.

"Wall sign" means a sign that is attached to the wall of a building and extends no more than twelve inches from a wall.

Proposed Changes to the Existing Code – Definitions

- The following definitions deleted: incidental sign, obsolete sign, temporary sign, and wall.
- New definitions for A-frame sign, air blown sign, ancillary sign, attention flag, banner, business, display, flag, government owned sign, tenant space, and undeveloped lots.
- Minor rewording edits.

15.28.030 Scope of sign regulations.

Scope. All signs shall be constructed and maintained only as provided by this chapter, except for the following³:

1. Signs not visible from either a public right-of-way or property under different ownership, provided such signs shall be constructed and maintained in accordance with applicable law;
2. Signs inside a building, except for strobe lights or floating lights visible from the right-of-way or other private property;
3. Signs carved into or part of materials that are an integral part of a building.
4. Signs attached to, or carried by a person;
5. Signs required by law or legal action;
6. Government owned signs within the right-of-way;
7. Government owned signs within government-designated parks, Metro-designated open space and at stormwater facilities;
8. Public murals as defined in 15.28.090 existing prior to adoption of this code; and
9. Traffic control signs and devices.

Proposed Changes to the Existing Code – Scope of Sign Regulations

- All government owned signs are no longer exempt.
- Items 4-9 are new exemptions.

15.28.040 Permit required.

- A. Permit Required. No sign shall be constructed except as provided by this chapter and a permit has been issued by the sign official. This permit requirement applies to all signs, except those specifically exempt by a provision of this chapter.
- B. The following signs on private property do not require a sign permit.
1. Changes of copy whereby the sign size and material are not changing but the message is changing do not require a sign permit.
 2. Freestanding signs with no more than two faces, the total of which does not exceed six (6) square feet in area per sign face, excluding banners, and subject to the limitations identified for ancillary signs;
 3. A-frame signs, subject to the limitations under Section 15.28.100(I).
 4. Flags (excluding attention flags).
- C. Permit Application. Application for a sign permit shall be made in writing upon forms furnished by the sign official. A permit application fee shall accompany the application. The amount of the fee shall be adopted by resolution of the city commission. The application shall include all plans and

³ The Community Advisory team suggested signs painted on the sides of buildings to be exempt but did not vote to make a recommendation on the matter.

information necessary to establish that the proposed sign complies with all applicable requirements of this chapter and applicable buildings, structural and life safety codes. The permit shall be valid if the sign is constructed in compliance with the city code, and to the specifications described in the approved sign permit. Any permit issued under this chapter shall be void if no substantial physical action be taken, in accordance with any conditions of the permit and the applicable requirements of this chapter, within ninety days following the date of its issuance, excluding appeals and for LUBA or judicial review. Any permit issued under this chapter shall remain in effect as long as the sign is constructed in compliance with any permit conditions and all applicable provisions of this chapter. If an applicant seeks to have the city treat its property as a premise for purposes of the sign code, then the application shall explain how the property meets the definition of premises in Section 15.28.020.

D. Appeals. Any party aggrieved by a decision of the sign official may appeal the decision to the Planning Commission. Any such appeal shall be in writing and be received by the city recorder no later than fourteen days after the date the challenged decision is final. The Planning Commission or City Commission may initiate an appeal on its own motion within the fourteen-day period. The appropriate appeal fee established by resolution of the city commission shall accompany the appeal. Proceedings before the planning commission shall comply with the provisions of Chapter 17.50 of this code, including the provisions relating to city commission review of planning commission decisions involving conditional use permits.

Proposed Changes to the Existing Code – Permit Required

- Minor edits, clarifications and reorganizations.
- Clarification of signs that do not require a permit.
- Removal of section D which required all existing signs without permits to obtain a permit within 120 days of adoption of the regulations.

15.28.050 Measuring Sign Face

A. The following criteria shall be used for the purpose of determining the boundaries of a sign face:

1. Sign area includes the area within a perimeter enclosing the limits of lettering, writing, representation, emblem, figure, character and lighted surface, but excluding essential sign structure, foundations or supports. Where a sign is of a three-dimensional, round, or irregular solid shape, the largest cross-section shall be used in a flat projection for the purpose of determining sign face.
2. When signs are constructed in multiple separate pieces the sign face is calculated by measuring the area within a perimeter enclosing the limits of lettering, writing, representation, emblem, figure, character and light surface, but excluding essential sign structure, foundations or support on all pieces collectively.

B. The height of a sign above grade is measured from the average level of the grade below the sign to the topmost point of the sign including any supporting structure.

C. Clearance is measured from the average grade below the sign to the lowermost point of the sign.

Proposed Changes to the Existing Code – Measuring the Boundaries of a Sign

- Entire section is new.

15.28.060 Signs in Residential Zones

This standard applies to the following zoning designations: “R-10” Single-Family Dwelling District, “R-8” Single-Family Dwelling District, “R-6” Single-Family Dwelling District, “R-5” Single-Family Dwelling District, “R-3.5” Dwelling District, and “R-2” Multi-Family Dwelling District.

- A. Wall Sign. The following standards apply to wall signs in residential zones:
1. One wall sign is allowed for each property frontage (with a maximum of three (3)). A wall sign is prohibited if there is a freestanding sign along the same property frontage, except in the “R-2” Multi-Family Dwelling District.
 2. Residentially zoned property may have a wall sign with a maximum area of twelve (12) square feet and maximum length of five (5) linear feet, except in the “R-2” Multi-Family Dwelling District where wall signs may have a maximum area of twenty (20) square feet and maximum length of five (5) linear feet.
 3. At least fifty percent (50%) of the wall sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination for all signs within residential districts shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.
- B. Freestanding Sign: The following standards apply to freestanding signs in residential zones:
1. Residentially zoned property may have one freestanding sign if there is no wall sign on the same frontage except in the “R-2” Multi-Family Dwelling District where one freestanding sign for each property frontage (with a maximum of three (3)) is allowed.
 2. The freestanding sign may have a maximum area of twelve (12)⁴ square feet, maximum length of five (5) linear feet and a maximum height of five (5) feet above grade, except in the “R-2” Multi-Family Dwelling District where freestanding signs may have a maximum area of twenty (20) square feet in size, maximum length of ten (10) linear feet, and maximum height of five (5) feet above grade.
 3. At least fifty percent (50%) of the freestanding sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination for all signs within residential districts shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.
- C. Ancillary Signs.⁵ The following standard applies to ancillary signs in residential zones.
1. A total of two (2) ancillary signs are allowed per property.
 2. Banners are prohibited in residential zones unless approved under Section 15.28.070.

Proposed Changes to the Existing Code – Signs in Residential Zones.

- Delete OCMC 15.28.070.B.6 requiring that wall and freestanding signs will “be set back from the street as determined by the sign official, but not more than ten feet from the street right-of-way”.
- Reduce the size of wall signs from twenty (20) square feet to twelve (12) square feet for properties in zones other than in the “R-2” Multifamily dwelling district.
- Allow portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and three (3) feet in height.
- Reduce maximum wall sign length from 10 to 5 feet.
- Remove the maximum five (5) foot height requirement for wall signs.
- The maximum size for freestanding signs is reduced from twenty (20) square feet to twelve (12) square feet for residential zones other than the “R-2” Multi-family dwelling district.
- The maximum length for freestanding signs is reduced from 10 to 5 feet for residential zones other than the “R-2” Multi-family dwelling district.
- For residential zones other than the “R-2” Multi-family dwelling district, the number of freestanding signs is changed from one freestanding or wall sign for each property frontage (with a maximum of three (3)) to a maximum of one freestanding sign.

⁴ CAT did not suggest a reduction in the size of freestanding signs for residential property.

⁵ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

- For properties within the “R-2” Multi-family dwelling district, the number of freestanding signs is changed from one freestanding or wall sign for each property frontage (with a maximum of three (3)) to allow one wall and freestanding sign for each property frontage (with a maximum of six (6)).
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that did not require a permit.

15.28.070 Signs for Conditional Uses in Residential Zones

This standard applies to all conditional uses within a residential zoning district (“R-10” Single-Family Dwelling District, “R-8” Single-Family Dwelling District, “R-6” Single-Family Dwelling District, “R-5” Single-Family Dwelling District, “R-3.5” Dwelling District, and “R-2” Multi-Family Dwelling District) unless otherwise limited in the Conditional Use approval.

- A. Wall Sign. The following standards apply to wall signs for conditional uses in residential zones:
 1. One (1) wall sign per frontage is allowed, not to exceed a maximum of three wall signs.
 2. A wall sign may have a maximum area of thirty-two (32) square feet and maximum length of ten (10) linear feet.
 3. At least fifty percent (50%) of the wall sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.⁶
- B. Freestanding Sign. The following standards apply to freestanding signs for conditional uses in residential zones:
 1. One (1) free-standing sign per lot is allowed.
 2. The sign may have a maximum area of thirty-two (32) square feet, maximum length of ten (10) linear feet, and maximum height of fifteen (15) feet above grade.
 3. At least fifty percent (50%) of the freestanding sign shall be constructed of natural materials.
 4. If illuminated, the source of illumination shall be external to the sign and directed or shielded so as to not shine directly onto any neighboring structure.⁷
- C. Ancillary Signs⁸. The following standards apply to ancillary signs for conditional uses in residential zones.
 1. A total of two (2) ancillary signs (including banners) are allowed per property.
 2. Additional standards for banners
 - a. For a single property, banners may be in place for up to thirty (30) days, up to twice per year.⁹
 - b. Banners shall be securely placed against a building wall and may not project from the wall.
 - c. Banners shall comply with the wall sign size requirements and shall not be more than six (6) feet long and four (4) feet in height.
 - d. Banners are prohibited within an historic district and on any property designated as a historic landmark.

Proposed Changes to the Existing Code – Signs for Conditional Uses in Residential Zones

- Increase the height of freestanding signs from eight (8) feet to fifteen (15) feet.
- Remove the maximum height of eight (8) feet requirement for wall signs.

⁶ The Community Advisory Team was split as to if electronic message centers or internally lit signs should be allowed for conditional uses and if a conditional use would be required to allow the sign type.

⁷ The Community Advisory Team was split as to if electronic message centers or internally lit signs should be allowed for conditional uses and if a conditional use would be required to allow the sign type.

⁸ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

⁹ Members were split on this element of the recommendation.

- Allowing portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and three (3) feet in height.
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that do not require a permit.
- Allow banners except for within a historic district and on any property designated as a historic landmark.

15.28.080 Signs in Office, commercial, mixed use and industrial zones

The following standards apply to signs in office, commercial, mixed use and industrial zones which are not identified in 15.28.060 or 15.28.070, unless otherwise provided by this code.

A. Wall Signs. The following standard applies to wall signs in office, commercial, mixed use and industrial zones:

1. The number of wall signs is unlimited provided the total combined display surface area of wall signs and projecting signs is no larger than one (1) square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed. Signs on structures such as awnings, canopies, false fronts and wall extensions that do not extend more than one (1) foot from the structure are considered wall signs.¹⁰
2. Each ground floor tenant space may have a minimum sign area of twenty (20) square feet, regardless of the limitation in subsection A.1 above.¹¹

B. Freestanding signs. The following standards apply to freestanding signs in office, commercial, mixed use and industrial zones:

1. One freestanding sign¹² is allowed for each street frontage. On arterial streets, if a frontage exceeds a length of six hundred (600) linear feet a second freestanding sign is allowed¹³. In all cases, no freestanding sign shall be permitted on the same frontage where there is a projecting or roof sign.
2. Freestanding signs on the same property shall be separated by a minimum of fifty (50) feet distance.
3. Maximum display surface area:
 - a. Where the street frontage is less than fifty (50) feet in length, the maximum display surface area shall not exceed fifty (50) square feet, with twenty-five square (25) feet maximum area per sign face.
 - b. Where the street frontage is greater than fifty (50) feet but less than two hundred (200) feet in length, surface display area shall not exceed one hundred (100) square feet, with fifty (50) square feet maximum area per sign face.
 - c. Where the street frontage is two hundred (200) feet or greater in length, the surface display area shall not exceed three hundred (300) square feet, with a maximum area of one hundred fifty (150) square feet per sign face.
 - d. In no case shall any sign have a surface display area in excess of three hundred (300) square feet.
4. The signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, and a minimum clearance fourteen (14) feet above grade over areas of truck access.

¹⁰ The Community Advisory Team suggested wall signs do not project from the building face no more than 4 inches.

¹¹ The Community Advisory Team suggested a minimum.

¹² The CAT suggested allowing an additional sign of any type for each freestanding sign allowed but not constructed.

¹³ Note that a second freestanding sign is allowed for large frontages on arterial roads.

5. The greatest horizontal dimension shall not exceed twenty (20) linear feet and the height shall not exceed twenty-five (25) feet above grade, or thirty (30) feet above grade if the frontage is more than two hundred (200) feet in length.
- C. Incidental freestanding signs. The following standards apply to incidental signs in office, commercial, mixed use and industrial zones:
1. One incidental freestanding sign is allowed for each street frontage. No incidental freestanding sign face shall exceed an area of eight (8) square feet with a maximum surface display area of sixteen (16) square feet.
 2. Incidental freestanding signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
 3. The height shall not exceed fifteen (15) feet above grade.
- D. Roof signs. The following standards apply to roof signs in office, commercial, mixed use and industrial zones:
1. One roof sign is permitted for each frontage if there is no projecting sign or free-standing sign along the frontage.
 2. Maximum display surface area:
 - a. 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.
 - b. 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.
 - c. Where the street frontage is two hundred (200) feet or greater, the surface display area shall not exceed an area of three hundred (300) square feet, with a maximum area of one hundred fifty (150) square feet per sign face.
 - d. In no case shall any sign have a surface display area in excess of three hundred (300) square feet.
 3. The roof signs shall not project over the right-of-way and a minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
 4. The horizontal dimension shall not exceed twenty (20) feet and the vertical dimension may not exceed ten (10) feet.
 5. Skirting is required to obscure exposed hardware used to attach the sign to the roof, as viewed from the adjacent street level perspective.
- E. Projecting signs. The following standards apply to projecting signs in office, commercial, mixed use and industrial zones:
1. One projecting sign is allowed for each tenant space if there is not a freestanding or roof sign on the same frontage.
 2. The total combined display surface area of projecting signs and wall signs is no larger than one (1) square foot per each lineal foot of the wall length of the tenant space on which the sign is constructed.
 3. Each ground floor tenant space may have a minimum sign area of twenty (20) square feet, regardless of the limitation in subsection E.2 above.¹⁴

¹⁴ The Community Advisory Team suggested a minimum.

4. The maximum projection from a building wall shall be six (6) feet and shall not project within two (2) feet of the curb line. The maximum projection above the wall on which the sign is constructed shall be one (1) foot, and the visible supporting structure shall be constructed of natural materials.
 5. A minimum clearance of ten (10) feet above grade shall be maintained over pedestrian or vehicular areas, fourteen (14) feet above grade over areas of truck access.
- F. Ancillary Signs¹⁵. The following standards apply to ancillary signs in office, commercial, mixed use and industrial zones.
1. A total of two (2) ancillary signs (including banners) are allowed per property.
 2. Additional standards for banners
 - a. A total of two (2) ancillary signs are allowed per property.
 - b. For a single property, banners may be in place for up to thirty (30) days, up to twice per year¹⁶
 - c. Banners shall be securely placed against a building wall and may not project from the wall.
 - d. Banners shall comply with the wall sign size requirements and shall not be more than six (6) linear feet long and four (4) feet in height.
 - e. Banners are prohibited within a historic district and on any property designated as a historic landmark.

Proposed Changes to the Existing Code – Signs in Office, commercial, mixed use and industrial zones

- Wall signs are measured using the tenant space, and not using the entire building wall. The size of wall signs is unlimited so long as the total combined display surface area of wall signs and projecting signs is no larger than one (1) square foot for each lineal foot of the wall length of the tenant space on which the sign is constructed. The previous standard allowed two (2) square feet of signage for each lineal foot of a wall.
- Signs on other project structures such as awnings, canopies, false fronts and wall extensions which do not extend more than a foot are considered wall signs.
- Increase the number of freestanding signs from one (1) per frontage from two (2) for frontages with six hundred (600) lineal feet or more on arterial streets.
- Multiple free-standing signs on the same frontage are required to be separated by fifty (50) feet. Previously all signs had to be separated by fifty (50) feet, regardless of frontage.
- Change the number of roof signs from one per premises (if there is no projecting sign or free-standing sign along the frontage) to one per frontage (if there is no projecting sign or free-standing sign along the frontage).
- Remove the requirements for civil and structural engineers and fire marshal approvals, as it is implemented by the Building Division upon review of building permits.
- The height for roof signs is changed from a maximum of twenty-five feet above grade, plus five feet for each two hundred feet, or portion thereof, frontage in excess of two hundred feet frontage (in no event shall any sign exceed thirty feet (30) in height) to a vertical maximum of ten (10) feet.
- Reduce the maximum horizontal dimension for roof signs from twenty (20) to ten (10) feet.
- Skirting is required around the base of roof signs.
- Remove the twenty (20) foot minimum distance between projecting signs.
- Increase the dimensions for projecting signs from a maximum size of sixteen (16) square feet per sign face, with total area of all faces not to exceed thirty-two (32) square feet to a maximum of

¹⁵ The number of ancillary signs allowed was a split decision by the Sign Code Community Advisory Team.

¹⁶ Members were split on this element of the recommendation.

twenty-four (24) square feet per sign face, with total area of all faces not to exceed forty-eight (48) square feet.

- The maximum projection from a building wall for projecting signs is increased from four (4) feet to six (6) feet. Eliminate the four (4) foot maximum vertical dimension of a projecting sign.
- The supporting structure for projecting signs shall be constructed of natural materials.
- Clarify standards for signs on structures including clearance requirements of eight (8) feet.
- Incidental signs previously were allowed to be for wall or freestanding and are now only applicable to freestanding and are renamed incidental freestanding signs. Reduce the size limitations from a maximum sixteen (16) square feet with a maximum sign face size of eight (8) square feet. Remove the maximum horizontal dimension of twenty (20) feet. Reduce the maximum height from 25 feet above grade, plus five (5) feet for each two-hundred (200) feet, or portion thereof, frontage in excess of two-hundred (200) feet (not to exceed thirty (30) feet) to fifteen (15) feet.
- Allow portable signs, A-frame signs, sandwich boards, tent signs up to twelve (12) square feet, six (6) square feet per sign face and up to three (3) feet in height.
- Allow temporary banners to be attached to building walls outside of historic districts or historic landmarks.
- The number of ancillary signs is now specified. Previously, a property would have been allowed more signs that do not require a permit.

15.28.090 Public Murals

- A. Public Mural Program Intent and Purpose.** The intent and purpose of this section is to encourage the production of public murals for acquisition by the City. Public murals are a medium of expression which serves the public interest in unique ways, including, but not limited to: enhancing the aesthetics of the City; providing avenues for original artistic expression in the City; providing public edification through access to original works of public art; encouraging community participation in the creation of original works of art; and reducing the incidence of graffiti and other crime.
- B. Approval Process.** No person shall commence creation of any public mural without first obtaining approval from the Oregon City Arts Commission, and agreeing to donate the public mural to the City's public art collection. Murals that are created without approval from the Oregon City Arts Commission that are not otherwise exempt pursuant to this chapter or are inconsistent with the conditions of approval from the Oregon City Arts Commission shall not be deemed public murals.
- C. Criteria for Public Murals.** The following criteria shall be met for public murals:
1. Public murals shall remain in place, without alterations, for a period of not less than five years, except as may be specified by the Oregon City Arts Commission in the conditions of approval.
 2. All public murals on locally designated historic structures shall be approved by the Historic Review Board prior to installation.
 3. No public murals shall be allowed on single family dwellings, duplexes, or multi-family dwellings. As used in this subsection, single family dwellings, duplexes, or multi-family dwellings do not include mixed-use buildings which contain a single family dwelling, duplex, or multi-family dwellings.
 4. No part of the public mural shall exceed the height of the structure to which it is tiled, painted, or affixed.
 5. No part of the public mural shall be placed over the exterior surface of any opening of a building, including its windows, doors, and vents.
 6. No public mural may contain electrical components, three dimensional structural elements; employ electrical lights as part of the image, moving structural elements, flashing or sequential lighting, interior lighting elements, any automated method that causes movement, or any method that causes periodic changes in the appearance, image or message of the public mural.

7. Public murals shall utilize media that ensures longevity and durability, and structural and surface stability.
 8. Public murals shall be located in a manner that is accessible to the public.
 9. The artist has a strong concept and has demonstrated craftsmanship.
 10. The proposal has architectural, geographical, socio-cultural and historical relevance.
 11. The proposal is unique.
 12. The proposed design is feasible in regards to budget, timeline and experience.
 13. The public mural will last a minimum of five years, resistance to vandalism and weather; commitment to repair mural surface as necessary before painting and to use acceptable graffiti/UV coating, as needed, on finished mural.
 14. The scale is appropriate to the structure and surrounding neighborhoods.
 15. The approval and acceptance of each public mural shall be contingent upon the conveyance of a public mural easement to the City from the owner of the building upon which the mural will be located, in a form approved by the City Attorney. The terms of the easement shall grant the right to create the public mural on the wall of the building and provide that the person granting the easement will maintain and restore the public mural in its original condition for the period of the easement, and state that upon termination of the easement, the mural shall be removed and the building restored to its prior condition.
- D. Approval Process. Public murals shall be approved by the Oregon City Arts Commission in a Type III.

Proposed Changes to the Existing Code – Public Murals

- Entire section is new.

15.28.100 Signs within the Right-of-Way

This standard applies to all signage within the City of Oregon City right-of-way, except signs exempted from this section under Section 15.28.030.

A. Signs on the Ground within the Right-of-Way

1. Number of signs permitted.
 - a. One (1) A-frame sign within the right-of-way per property frontage.¹⁷
 - b. Approved traffic control signs or devices do not count towards the number of signs permitted within the right-of-way. However, signs placed within the right-of-way shall not obstruct traffic control signs or devices.
2. Material, design and size standards:
 - a. The sign frame shall be wood, plastic or metal.
 - b. The sign shall be an A-frame sandwich design.
 - c. The sign may not be illuminated.
 - d. Maximum width: twenty-eight (28) inches wide
 - e. Maximum depth: two (2) feet
 - f. Maximum height: three (3) feet tall
 - g. Maximum size: six (6) square feet per sign face
3. Placement standards.

¹⁷ The Community Advisory Team does not believe this is fair for multi-tenant properties and suggested it is changed to allow one per adjacent business or entrance. Staff believes one sign per frontage is appropriate given the number of potential signs that may be placed within the right-of-way if a different standard is used and the number and type of signage which may be placed on adjacent private property.

- a. The sign shall be entirely outside automobile or bicycle travel lanes and on-street parking areas.
 - b. For signs placed within the right-of-way with an adjacent sidewalk:
 - i. The sign shall be placed within six (6) inches of the face of the curb.
 - ii. Four (4) feet of clearance width shall be retained on the sidewalk.
 - c. For signs placed in the right-of-way without an adjacent sidewalk:
 - i. The sign shall be located outside of any street pavement and may not be located closer than four (4) feet from the travel lane, turning lane, shoulder, parking lane or bicycle lane.
 - d. Signs placed in the right-of-way shall remain portable and shall not be attached or anchored in any manner to trees or public property including, but not limited, to utility or light poles, parking meters, traffic control signs, the ground, or pavement.
 - e. Signs shall not be placed in parking spaces, pedestrian pathways, or bicycle paths, street corners, transit stop areas, ADA accessible curb ramps, ADA accessible parking spaces, at building exits or fire escapes, or any portion of the street (travel lanes, shoulder, bike lanes, medians, traffic islands, and parking areas). The sign may not obstruct pedestrian or ADA access from the sidewalk to transit stop areas, designated ADA accessible parking spaces, ADA accessible ramps; or building exits including fire escapes. Signs may not impede or hinder the vision of drivers or bicyclists. The sign shall be located entirely outside of the area of a right-of-way corner that is between the curb and the lines created by extending the property line to the curb face.
4. Hours of Sign Placement.
- a. For signs not within residential zoning designations: Signs may be within the right-of-way for a maximum of twelve (12) hours per day¹⁸.
 - b. For signs within residential zoning designations: The signs may be displayed on Thursday, Friday, Saturday, and Sunday between 12:00 pm and 8:00 pm daily; and from 6:00 am to 1:00 pm on Tuesday.

B. Cross Street Banners

Temporary banners which extend over a roadway shall be permitted in the right-of-way upon issuance of a permit in accordance the following standards:

- 1. Location.
 - a. A single, two-sided cross street banner at ODOT facilities at Highway 99E/Pedestrian Bridge; and
 - b. A single, one-sided cross street banner at PGE power poles #412 and #413 on Molalla Avenue at Beverly Drive.
- 2. Cross street banner display periods shall not exceed twenty-one (21) consecutive days in duration and no more than three (3) times in any twelve (12) month period. Cross street banner(s) shall not be installed or removed on any dates other than those identified on the approved permit.
- 3. Cross street banner construction shall be in accordance with the banner construction standards adopted by the Public Works Division.

¹⁸ The Community Advisory Team suggested changing this to allow the sign in the right-of-way during business hours. This may be difficult for signs not associated with a business such as political signs.

4. Cross street banner(s) shall have 20 feet minimum clearance between the bottom of the banner and the roadway surface and clearance shall be maintained at all times. Banners shall not:
 - a. Prevent the driver of a motor vehicle from having a clear and unobstructed view of official traffic control devices and approaching or merging traffic;
 - b. Have any lighting, unless such lighting is shielded to prevent light from being directed at the roads/highway or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of a motor vehicle; or
 - c. Be a traffic hazard.
- C. Who May Place the Sign
 1. Permits are approved on a first come first served basis.
 2. Except for cross street banners, if there is a business license associated with the person or company owning the sign, the business license location shall be directly abutting the location where the sign within the right-of-way is proposed. Based on the proposed location of the sign, the approval of the abutting property owner is required.¹⁹
- D. Right-of-Way Sign Permit Process
 1. An annual permit is required for signs on the ground within the right-of-way²⁰. A permit is required each time a cross street banner is installed.
 2. An approval sticker shall be placed on each sign within the right-of-way to easily distinguish the approved signs²¹.
 3. If the sign is owned by a business, the business shall have a valid business license, if applicable as determined under the criteria set forth in Oregon City Municipal Code Chapter 5.04²².
 4. The City Commission shall establish permit fees for signs located within the right-of-way.
 5. The applicant shall provide a certificate of insurance for general liability naming the City of Oregon City, its officers, agents, and employees, as additional insured's for the sign placement and include any other facility owners if applicable (e.g., State of Oregon (ODOT) and PGE).
 6. Applicant shall comply with and obtain any permits issued by any other applicable agency.
- E. Removal of signs within the right-of-way.
 1. Existing signs that do not comply with these standards or have not obtained a valid permit may be removed.
 2. The City Engineer may require signs to be modified, moved or removed if streets are widened or other improvements are made in the right-of-way that result in conditions where the sign placement will not comply with the above standards. The modification, moving or removing will be at the owner's expense.

Proposed Changes to the Existing Code – Signs With the Right-of-Way

- This entire section is new

15.28.110 Prohibited Signs

It is unlawful for the following signs to be constructed or maintained except as otherwise provided in this chapter:

¹⁹ The Community Advisory Team suggested requiring approval of the adjacent property owner.

²⁰ The City will create a form and approve over the counter.

²¹ The Community Advisory Team suggested that permits should not be required in residential and mixed-use zones.

²² Political signs, etc may not require a business.

- A. A sign that interferes in any way with a traffic control sign or device or prevents clear and unobstructed views of traffic control signs or devices or approaching or merging traffic or does not comply with chapter 10.32 of the Oregon City Municipal Code.
- B. A sign that contains, includes or is illuminated by any flashing or revolving, rotating or moving light or moves or has any animated or moving parts which move or rotate or change more than once (1) per day²³, except as otherwise allowed within this code.
- C. A sign with lighting that is not effectively shielded to prevent beams or rays of light from being directed at any portion of the main traveled right-of-way of a state highway, unless the lighting is of such low intensity or brilliance that it does not cause glare or impair the vision of the driver of a motor vehicle or otherwise interfere with the operations thereof.
- D. A sign located upon a tree, or painted or drawn upon a natural feature.
- E. A sign that obstructs free ingress to or egress from any door, window or fire escape, alley, drive or fire lane, or is attached to a fire escape.
- F. Any sign with an area larger than twelve (12) square feet, six (6) square feet per sign face on an undeveloped lot or parcel of property.
- G. A sign not otherwise in compliance with any provision of this code, Oregon law or the terms and conditions of any valid sign permit issued under this chapter.
- H. Attention flags.
- I. A-frame signs with an area larger than twelve (12) square feet, six (6) square feet per sign face or taller than three (3) feet.
- J. Air blown signs.
- K. Billboards.²⁴
- L. Signs on fences or fencing.²⁵
- M. Banners unless otherwise allowed by this chapter.
- N. Abandoned signs.

Proposed Changes to the Existing Code – Prohibited Signs

- The following are added as prohibited: attention flags, A-frame signs with an area larger than six (6) square feet per sign face or taller than three (3) feet, air blown signs, and abandoned signs.
- The following are removed from prohibited signs: obsolete sign, portable signs, A-frame signs, sandwich boards, tent signs, streamers, strings of lights, balloons, hulas, banners or pennants, excepting traditional holiday decorations, A sign erected or maintained on public property or within the public right-of-way without permission of the public body having jurisdiction, a sign not able to withstand a wind pressure of twenty pounds per square foot of exposed surface, or is insecurely erected, or is constructed so as to constitute a fire hazard, and a sign not maintained in a safe, neat, clean and attractive condition and in good repair.
- The size of signs on undeveloped lots or properties is increased from four (4) square feet to (12) square feet, six (6) square feet per sign face on an undeveloped lot or parcel of property.

15.28.120 Nonconforming Signs

²³ The Community Advisory Team was split on the minimum length of time which a message had to be displayed before it could change. Since no clear direction was provided staff defaulted to our current policy.

²⁴ This was a split issue by the Community Advisory Team. Staff chose to default to our existing code which prohibits billboards since a clear direction was not provided.

²⁵ The Community Advisory Team had a split decision on this. Staff defaulted to our current code.

Signs that were lawfully constructed and otherwise lawfully existing but no longer comply with this code are allowed to remain until removed. Nothing in this section shall be deemed to prevent the maintenance of any sign, or changes of sign copy on a sign.

- a. No additions or enlargements may be made to a nonconforming sign except those additions or enlargements that are required by law.
- b. A sign that is moved, replaced, or structurally altered shall be brought into conformance with this chapter, except that nonconforming signs may be reconstructed if required to be moved for construction or repair of public works or public utilities and the sign reconstruction is completed within ninety days after the completion of the public works or public utility construction or repair.
- c. Abandoned signs shall not be deemed nonconforming signs. No nonconforming sign shall be permitted to remain unless properly repaired and maintained as provided in this chapter. A sign maintained in violation of this provision shall be removed as provided in this chapter. Any nonconforming sign that is determined by the building official to be an unsafe sign shall be removed as provided in this chapter. Any nonconforming sign that is determined to be an abandoned sign shall be removed as provided in this chapter.

Proposed Changes to the Existing Code – Nonconforming Signs

- Existing signs are allowed to remain unless removed by the owner. The previous code included an amortization period.

15.28.130 Variances.

- A. Grounds for Variance. Upon application by an applicant, the planning commission may grant a specific variance from provisions of this chapter provided all of the following circumstances exist:
 1. That the variance from the requirements is not likely to cause substantial damage to adjacent properties by reducing light, air, safe access or other desirable or necessary qualities otherwise protected by this title;
 2. That the request is the minimum variance that would alleviate the hardship;
 3. Granting the variance will equal or exceed the purpose of the regulation to be modified;
 4. Any impacts resulting from the adjustment are mitigated;
 5. No practical alternatives have been identified which would accomplish the same purpose and not require a variance; and
 6. The variance conforms to the comprehensive plan and the intent of the ordinance being varied.
- B. Variance Fee. At the time of application for variance from the provisions of this chapter, the applicant shall pay a fee in accordance with the fee schedule established and amended from time to time by the city commission and on file with the city recorder.
- C. Procedure. A variance application shall be treated in the manner provided by Chapter 17.50 of this code with respect to zoning variances.

Proposed Changes to the Existing Code – Variances

- The variance criteria are replaced with the variance criteria from OCMC 17.60.

15.28.140 Violation—Penalty.

In addition to any other provisions hereof, it is unlawful for any person to maintain a sign or advertising structure in violation of the provisions of this chapter. Violation of any provision of this chapter is subject to the code enforcement procedures of Chapters 1.16, 1.20, 1.24.

Proposed Changes to the Existing Code – Violation

- No changes to this section are made other than renumbering the title.

15.28.150 Conflict and severability

In the event any provision herein is found to be in conflict with any zoning, building, fire safety, health or other code provisions of the city, the provision which establishes the higher standard for the promotion and protection of the health, safety and welfare of the people shall prevail.

A finding by a court of competent jurisdiction that any portion of this chapter is invalid shall not invalidate the remaining portions. A permit issued pursuant to this chapter does not grant any authority to violate any other law or regulation that may apply.

Proposed Changes to the Existing Code – Conflict and Severability

- No changes to this section are made other than renumbering the title.

DRAFT

March 25, 2014

Oregon City Planning Commission
221 Mollala Ave., Suite 200
Oregon City, OR 97045

Dear Planning Commissioners:

I am writing to express my concerns about the proposed sign code amendments in the Oregon City Staff Recommendation Draft and the community engagement process for the sign code update. As a member of the Sign Code Update Community Advisory Team (CAT) representing the sign industry, an Oregon City resident and an employee of Clear Channel Outdoor, I feel that the Staff Recommendation Draft does not fairly and accurately reflect the community and CAT input on two key issues:

1. Permitting billboards only along state routes (Interstate 205, Highway 213 and Highway 99E) in billboard districts.
2. Allowing electronic message centers, or EMCs, which are LED-lit signs that allow owners to change information and messages.

Regarding the location of billboards, the majority of open house and CAT survey respondents felt that billboards should be allowed only along the state routes (Interstate 205, Highway 213, and Highway 99E). Although the CAT met four times for a total of more than ten hours, the committee only focused on billboards for approximately a half hour towards the end of the last meeting. Several issues related to billboards were mentioned and voted on at the fourth CAT meeting, however, some CAT members expressed confusion as to exactly what they were voting on and resulted in votes which were contradictory to the results of the survey of CAT members and open house responses.

Clear Channel Outdoor operates sixteen billboards in Oregon City and is currently the only entity with this type of non-conforming signs in the city. In my role as a CAT member, I submitted a proposal to the city that capped the total number of billboards in Oregon City at sixteen and required removal of billboards from the historic areas of the city to relocate them to the proposed billboard corridors. Although I expressed that this proposal was a starting point for open, collaborative discussion on sign code changes that would benefit the community, the proposal was not discussed at the CAT meetings.

Because so little time was spent informing CAT members and the community about the existing billboards, the proposal to cap the number of billboards in the city, recent changes to state and federal regulations, and the potential benefits to the community of allowing billboards with LED technology along the major highways, I feel that the Staff Recommendation Draft does not reflect thoughtful and informed community input and does not include these changes that will keep Oregon City safer, enhance its aesthetics, and increase revenues for local businesses. Instead, the staff chose to default to the existing code which is almost twenty years old that prohibits billboards, thereby defeating the purpose of updating the sign code to incorporate best practices and the latest technologies which would better meet the present and future needs of Oregon City.

Similar to the recommendation on billboards, the staff recommendation on electronic message centers did not follow the majority recommendations of the open house respondents and CAT survey responses. Although the majority of CAT and open house survey respondents felt that EMCs should be allowed with conditional use approval and they expressed a preference to allow messages to change every eight seconds, the Staff Recommendation Draft does not include a provision for EMCs. As a result, Oregon City is missing an opportunity to update their sign code to permit the latest technology and benefit businesses, residents, students and the community by quickly and efficiently directing traffic from the highways to local businesses and community events, by providing up to the minute information about conditions at local schools and churches, and by enhancing public safety.

It is important to recognize that more than 450 municipalities in 43 states already benefit from LED technology for billboards. In Oregon, the state adopted legislation in 2011 to allow LED or digital technology for outdoor advertising signs. Many local jurisdictions including Hillsboro, Gladstone, Milwaukie, Salem and Springfield allow digital signs to the benefit of businesses and residents. It is important that Oregon City regulations are updated to conform to state and federal regulations and better meet the needs of Oregon City residents, businesses and community organizations now and into the future.

EMCs using LED technology have a proven track record here in Oregon and around the country of supporting local, state and national law enforcement agencies in keeping the public safe. Clear Channel Outdoor has a national agreement with the FBI and U.S. Marshals Service to aid them in searching for and capturing dangerous fugitives. The FBI has credited digital signs with helping catch 51 fugitives. Another critical public safety benefit is supporting Amber Alerts. We give the Department of Justice and National Center for Missing & Exploited Children top priority when a child goes missing because nothing is as important as our children.

Critical public safety messages can be posted on EMCs within minutes. On a local level, in 2010 Salem Police Chief Jerry Moore personally thanked the industry for its support of the department's Most Wanted program. The Salem Police Department captured 22 of the 37 suspects featured that year, one of whom turned himself in because of the exposure he was receiving on digital signage.

I am making a plea to you, the members of the Oregon City Planning Commission, to thoughtfully consider all facets of these issues and to update the draft sign code to allow billboard corridors and EMCs so that businesses, schools, citizens, churches and other community groups and public agencies in Oregon City can benefit from the latest LED technology on electronic message boards.

Sincerely,

Sandi Burley
Community Advisory Team Member

Copies:

Oregon City Commissioners

Bob Cochran, Dean of Campus Services, Clackamas Community College
Amber Holveck, Executive Director, Oregon City Chamber of Commerce
Laura Terway, Planner, Oregon City Planning Division

From: Laura Terway
To: ["Karen"](#)
Cc: [John M. Lewis](#)
Subject: RE: Signs
Date: Thursday, April 03, 2014 8:31:00 AM
Attachments: [Existing Sign Code Chapter 15.28.pdf](#)
[3.10.14 Draft Sign Code Chapter 15.28.pdf](#)

Thank you for your email regarding the proposed sign code. Please note that the notice is to inform you of proposed changes to the signage allowed to be posted on private and public property. Enclosed you will find a copy of the existing signage standards as well as proposed draft code. To learn more about the project, please visit the [project website](#) and to learn more about the notice that was sent to you, please click [here](#). Please feel free to call me at 503.496.1553 with any additional questions or concerns.

I have copied John Lewis, our Public Works Director on this response in order to relay your concerns regarding your request for a stop sign at the corner of Garden Meadow Drive and South Pinecreek Lane. You may also contact John directly at 506.496.1545.



Laura Terway, AICP
Planner
Planning Division
PO Box 3040
221 Molalla Avenue, Suite 200
Oregon City, Oregon 97045
Phone: 503.496.1553
Fax: 503.722.3880
lterway@orc.org

Please note the Planning Division is available from 8am - 5pm Monday - Thursday and by appointment on Friday.



Please consider the environment before printing

PUBLIC RECORDS LAW DISCLOSURE: This e-mail is subject to the State Retention Schedule and may be made available to the public.

From: Karen [<mailto:klhcathouse@ccgmail.net>]
Sent: Sunday, March 30, 2014 9:38 AM
To: Laura Terway
Subject: Signs

Hi Laura--We received your green post card in the mail re signs.

We live on Garden Meadow Drive in Oregon City.

We need a "STOP" sign at the corners of Garden Meadow Drive and South Pinecreek Lane.

When we drive down Garden Meadow towards Char Diaz/Molalla Avenue (Pinecreek Lane is on our right), the people on Pinecreek Lane come speeding out into the intersection because there is no STOP sign on Pinecreek Lane! The cars on Garden Meadow have the right-of-way, so putting in a STOP sign on Pinecreek will prevent any future accidents.

Thank you.

From: Laura Terway
To: ["BURLEY, SANDI"](#)
Subject: RE: Planning Commission Work Session #1 - Legislative adoption schedule
Date: Thursday, March 13, 2014 1:53:00 PM
Attachments: [image001.png](#)

Afternoon,

Yes, all work sessions and hearings are open to the public. The Planning Commission may choose if they would like to hear testimony from the public at the work session.

-Laura

From: BURLEY, SANDI [mailto:sandiburley@clearchannel.com]
Sent: Thursday, March 13, 2014 1:22 PM
To: Laura Terway
Subject: RE: Planning Commission Work Session #1 - Legislative adoption schedule

Hey Laura – Quick question for you.

The planning commission work session that is scheduled for March 24th is that open to the public, and if so, will there be opportunities to testify?



Sandi Burley
Real Estate Representative - Portland

715 NE Everett St
Portland, Oregon 97232

O 503-232-3111
D 503-736-2266
clearchanneloutdoor.com

Unless expressly stated otherwise, the information contained in this e-mail and any attachments is confidential and may be privileged. It is intended for the sole use of the addressee(s). Access to this e-mail and its attachments (if any) by anyone else is unauthorized. If you are not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, any dissemination, distribution or copying of the contents of this e-mail is strictly prohibited and any action taken (or not taken) in reliance on it is unauthorized and may be unlawful. If you have received this e-mail in error, please inform the sender immediately and delete it from your computer.

From: BURLEY, SANDI
Sent: Monday, March 10, 2014 11:52 AM
To: Laura Terway (literway@ci.oregon-city.or.us)
Subject: Planning Commission Work Session #1 - Legislative adoption schedule

Good morning, Laura – I hope this email finds you and your little one well.

I am just checking in with you regarding tonight's Planning Commission work session meeting. I went online and did not see the sign code as an item on the planning commission meeting agenda. Was there a delay, has it been re-scheduled for a different date or am I missing something? Also, would this session be open to the public or is it private?

Thanks, talk to you soon!



Sandi Burley

Real Estate Representative - Portland

715 NE Everett St
Portland, Oregon 97232

O 503-232-3111

D 503-736-2266

clearchanneloutdoor.com

Unless expressly stated otherwise, the information contained in this e-mail and any attachments is confidential and may be privileged. It is intended for the sole use of the addressee(s). Access to this e-mail and its attachments (if any) by anyone else is unauthorized. If you are not the intended recipient, or an employee or agent responsible for delivering this message to the intended recipient, any dissemination, distribution or copying of the contents of this e-mail is strictly prohibited and any action taken (or not taken) in reliance on it is unauthorized and may be unlawful. If you have received this e-mail in error, please inform the sender immediately and delete it from your computer.