

# Municipality of Penn Hills Sign Permit

Lot/Block: Permit Number: \_\_\_\_\_ Permit Number: \_\_\_\_\_ Date Issued: \_\_\_\_\_

Present Zoning: \_\_\_\_\_ Fee \$: \_\_\_\_\_

Plans Submitted: \_\_\_\_\_

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## Applicant Information:

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Application Data: \_\_\_\_\_

## Owner Information:

Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner Address: \_\_\_\_\_

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## Property Information:

Nature of Type of Building Use: \_\_\_\_\_

Name of Business, Building, etc.: \_\_\_\_\_

House Number: \_\_\_\_\_ Street Name: \_\_\_\_\_

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## Flush Mounted Sign Information:

Building Frontage: \_\_\_\_\_

Size of Sign: \_\_\_\_\_

Square Feet: \_\_\_\_\_

## Free Standing Sign Information:

Building Frontage: \_\_\_\_\_

Size of Sign: \_\_\_\_\_

Square Feet: \_\_\_\_\_

Height Above Ground (feet): \_\_\_\_\_

Attach an illustration showing the exact words and symbols on the proposed sign and their dimensions.

Exact Words of Sign: \_\_\_\_\_

Square Footage of Existing or Former Signs, if any: \_\_\_\_\_ Date Removed: \_\_\_\_\_

Any Previous Sign Variance Necessary? \_\_\_\_\_ Date ZHB Approval: \_\_\_\_\_

Listing of All Existing Signs on the Property:

Approved By: \_\_\_\_\_ Approved Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Applicant - Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Code Admin Dept: \_\_\_\_\_

## SECTION 9 SIGN REGULATIONS

9.1 Residential Districts - Signs shall be permitted in residential districts subject to the following conditions:

9.1.A. Nameplate Sign - Only one such sign shall be permitted for each front yard per dwelling unit. Each sign shall not exceed .75 square feet in area.

9.1.B. Identification Sign - One such sign shall be permitted for each front yard per non-residential building and per multi-family dwelling containing more than five (5) dwelling units. Each sign shall not exceed thirty two square feet (32sq.ft.) in area and shall not be closer than five feet (5') to any property line. Non-residential uses approved in residential districts as conditional uses may install signage in accordance with Section 9.2 of this ordinance.

9.1.C. For Sale or For Rent Sign - Only one such sign shall be permitted for each front yard. Such sign shall not exceed ten square feet (10 sq. ft.) In area and shall not be closer than five feet (5') to any property line.

9.1.D. Signs advertising lots or houses for sale in real estate developments, where ten (10) or more contiguous lots in common ownership are for sale simultaneously, only one (1) such sign shall be permitted for each primary entrance to the development, but no more than two (2) signs shall be permitted per development. Each sign shall not exceed twenty-five square feet (25 sq. ft.) In area and shall be within 1,300 feet of the nearest lot originally for sale and shall not be closer than five feet (5') to any property line.

(1) Such sign shall not be erected unless an application for permit to erect such sign is applied for and issued by the Code Enforcement Officer. Pursuant to the issuance of such permit, the Code Enforcement Officer shall receive from the applicant a performance bond of \$200 per sign. Such sign shall be removed within two (2) years after receipt of a permit, or when all of the original lots have been sold, whichever is sooner, at which time the performance bond will be returned.

(2) Failure to remove the sign within the stated time period shall result in the forfeiture of the bond and shall constitute a violation of this ordinance.

9.1.E. Signs Identifying a Subdivision or Real Estate Development (not including identification of the owner, developer, or realty) -

(1) Letters not exceeding twelve (12) inches in height may be affixed to or engraved on an ornamental structure, giving the name of a real estate development or subdivision, and serving as a permanent indication of the entrance(s) to such development.

(2) Each sign shall not be closer than five feet (5') to any property line.

9.1.F. Bulletin Signs for Houses of Worship - Only one (1) such sign shall be permitted in each front yard. Each sign shall not exceed fifteen square feet (15 sq. ft.) in area and shall not be closer than five feet (5') to any property line.

9.1.G. No flashing, animated, or moving signs shall be permitted. With the exception of signs advertising real estate developments, all signs may be illuminated by a small, white light shining on the sign, sufficient to permit the sign to be read from the nearest roadway when dark.

9.1.H. Signs permitted with a home occupation shall not exceed one (1) square foot in area.

9.2 Commercial, Industrial and M Districts - In B-1, B-2, B-3, I-2, I-2 and M Districts, non-flashing, non-animated business signs are permitted, subject to the following conditions:

9.2.A. Permits Required:

1. A sign permit is required before a sign may be erected. No sign whether free standing or attached to a structure shall be erected, re-erected, enlarged, altered or, replaced without the issuance of a permit in accordance with this ordinance.
2. Maintenance of a legal sign by painting, repainting, or cleaning shall not be considered an erection or alteration which requires a sign permit. Changes in the text/graphics or an expansion of the text/graphics would require a permit.
3. A sign permit fee shall be paid in accordance with Ordinance 2146 the Municipality's schedule of fees, as amended from time to time.

9.2.B. Number of Business Signs Permitted

- (1) Unless otherwise specified each individual detached building in a commercial district shall be permitted one (1) freestanding and any number of flush-mounted signs in accordance with the requirements of 9.2.C. and 9.2.D.
- (2) If more than five (5) business establishments are together in a detached building or a contiguous group, such group or building is permitted an additional free-standing sign to identify this group of businesses as a single unit.
- (3) A contiguous group of more than thirty (30) business establishments is permitted two (2) additional free-standing signs identifying the group of businesses as a single unit.

- (4) The additional signs above may be combined on one pole provided the total square footage does not exceed one hundred square feet (100 sq.ft.).

#### 9.2.C. Size of Signs Permitted

- (1) The total area of flush-mounted signage shall not exceed one square foot (1 sq. ft.) of signage for each lineal foot of building frontage. The square footage of signage shall be determined by boxing the periphery of letters and/or symbols.
- (2) The total area of free-standing signs shall not exceed one square foot (1 sq. Ft.) For each lineal foot of building frontage, but in any case, shall not exceed fifty square feet (50 sq. ft.) unless as described in 9.2B of this ordinance where the sign shall not exceed one hundred square (100 sq. ft.).

#### 9.2.D Location of Signs

- (1) All portions of signs shall be a minimum of fifteen feet (15') from any right-of-way unless flush-mounted.
- (2) All parts of a sign shall be within fifteen feet (15') of the existing grade over which it is located, unless flush-mounted or in cases where more than one free standing sign is permitted and they are combined on one pole, all parts of the sign shall be within twenty five feet (25') of the existing grade over which it is located.
- (3) A sign shall be placed so as not to interfere with the regular and orderly flow of pedestrian and vehicular traffic.
- (4) Flush-mounted signs shall be permitted on all sides of a building provided they are in conformance with the area requirements and other provisions of this ordinance.

Free-standing signs shall be permitted in any yard area provided they are in conformance with the performance standards of this section and other provisions of this ordinance.

#### 9.2.E. Temporary Signs

- (1) Temporary signs, in conjunction with the issuance of a new occupancy permit shall be permitted for a period not to exceed fourteen (14) days. There shall be no limit as to the number or size of temporary signs, except that such signs must be located on the

lot of the business whose opening, or ownership is being advertised, and that such signs shall not constitute a hazard or impediment to vehicular and pedestrian traffic.

- (2) Temporary signs may be erected for a period of thirty (30) days in conjunction with an approved temporary use. The total area of temporary use signage shall not exceed thirty-two (32) square feet.

9.2.F. Directional Signs - Only two directional signs are permitted per curb opening. A directional sign may not exceed two square feet (2 sq. ft.) in size.

9.2.G. Menu Boards - In addition to other permitted signs, a fast-food restaurant may provide a menu board for drive-thru customers. A menu board shall not be located within the required front yard setback area, shall not exceed twenty square feet (20 sq. Ft.), and shall not impede the safe flow of traffic.

9.2.H. Automobile Service Stations

- (1) Gasoline price signs (not to exceed two and not exceeding twenty (20) square feet each) may be erected in addition to a free-standing business sign. The total of all signs shall not exceed ninety (90) square feet.
- (2) Signs are permitted on and above gasoline pump islands, provided they do not extend beyond the edge of the island and are within ten feet (10') of the ground.
- (3) State Inspection shingles, where applicable, shall not exceed 24" x 26" and may be mounted at any place on the property, provided they do not interfere with regular and ordinary flow of pedestrian or vehicular traffic.

9.2.I. Awning Signs - In addition to other business, signage normally permitted, each business establishment in a shopping plaza is entitled to one awning sign perpendicular to the structure, not exceeding two (2) square feet, and visible only to pedestrians using the sidewalk.

9.2.J. Marquee Signs

- (1) Building permit - A building permit is required before a sign is erected.
- (2) Number - Only one (1) sign shall be permitted for each use.

- (3) Size - The maximum depth of the sign shall be one foot (1') and the maximum area of the sign shall be five square feet (5 sq. ft.).

9.2.K. For Sale or For Rent Signs

- (1) Number - Only one (1) such sign shall be permitted for each front yard.
- (2) Size - Such sign shall not exceed thirty two square feet (32sq.ft) in area and shall not be closer than five feet (5') to any property line.
- (3) Signs advertising the sale or lease of vacant land shall not exceed thirty two square feet (32 sq.ft.) and must meet all other performance standards.

9.2.L. Billboards

- (1) Billboards are not permitted in any R, C, B, or M District within the Municipality of Penn Hills, or in any residential use in a non-residential district. Billboards are permitted in I-1 and I-2 Districts only.
- (2) Billboards must have a minimum separation distance of 1,000 feet.
- (3) Billboards shall not exceed 100 sq. ft. in size.
- (4) Billboards may not be mounted on the roof, wall, or other part of a building or any other structure.
- (5) All billboards must conform to Section 9.1.G, 9.2.D and 9.3 of this ordinance.

9.2.M. Special Use Signs-Businesses and community facilities which traditionally rely on seasonal sales, weekend events, community events, and entertainment may have one additional sign not exceeding twenty (20) square feet for the sole purpose of promoting this activity. Examples include, but are not limited to, lawn and garden centers and fruit markets that obtain a supply of seasonal products, restaurants and taverns that feature live entertainment, church bazaars, and fire department reader boards. Special use signs do not include reduced price retail sales, promotional ads, and signs that promote standard retail activity. Special Use Signs must be specifically approved by the chief zoning officer and otherwise meet all performance standards of this section.

9.3 Performance Standards - All Signs - Any and all signs are subject to the following performance standards:

- 9.3.A All signs shall be properly maintained so as to present a legible appearance. All signs and sign structures shall be maintained in good repair. The display surface of all signs shall be kept neatly painted or posted at all times. There shall be no nails, tacks, or wires protruding from the sign or other advertising structure. Excessively weathered or faded signs shall be removed or put into a good state of repair. If panels and/or display surfaces of a sign are removed, the entire sign shall be removed.
- 9.3.B. All non-operative or broken interior-illuminated signs shall be repaired or removed. All temporary signs shall be removed at the expiration of the event or sale for which they were erected. This section shall apply retroactively to all existing signs and any new signs.
- 9.3.C. No sign shall be erected or maintained so as to be distracting or hazardous, or to obstruct visibility with respect to the safety of motorists or pedestrians proceeding along any public way, or entering or leaving a lot.
- 9.3.D. No sign shall be erected or maintained on the roof or eaves of any building.
- 9.3.E No signs of any type shall be permitted on an accessory structure

#### 9.4 Removal of Temporary Signs

- 9.4.A The Zoning Officer is hereby empowered to remove or cause to be removed any temporary sign or other advertising structure which has been constructed, erected, altered, relocated, or maintained in violation of this ordinance.
- 9.4.B. Any temporary sign or advertising display unlawfully located in the public right-of-way may be removed without notice. Upon removal the zoning officer shall make a reasonable effort to notify the owner or beneficial user of the sign, informing them that the sign can be reclaimed upon payment of the prescribed fee and within ten (10) days of removal. The Municipality will not be responsible for damages to temporary signs that may occur during the removal process. If the owner does not claim the sign within the ten (10) day period, the Municipality may sell or otherwise dispose of the sign and all costs associated shall be born by the owner.
- 9.4.C. The Zoning Officer or Penn Hills Police Officer is hereby authorized to cause the immediate removal or repair of any temporary sign found to be unsafe, defective, or a traffic hazard to the extent that it creates an immediate and emergency hazard to persons or property. Actual notice to the property owner or sign beneficiary is not required. After removal the zoning officer shall make a reasonable effort to provide notice as prescribed in section 9.4.B above.