



PLANNING COMMISSION

Wednesday, December 11, 2024 at 5:30 PM

1 Benjamin Franklin Way Franklin, Ohio 45005

www.FranklinOhio.org

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. APPROVE THE CLERK'S JOURNAL AND ACCEPT THE TAPES AS THE OFFICIAL MINUTES

A. November 11, 2024, Meeting Minutes

5. OATH OR AFFIRMATION
6. OLD BUSINESS
7. NEW BUSINESS

A. **PC 24-18 Conditional Use Permit Application - 515 S. Main Street - Serenity Nail Salon** - The applicant, Tasha Walton, is proposing to open a personal service use (nail salon) in an existing multi-tenant commercial building located at 515 S. Main Street. The subject property is zoned DC-1, Downtown Core District, and personal services are a Conditional Use in that zoning district.

B. **PC 24-19 Amendments to the Municipal Code** - The City of Franklin is proposing amendments to the City's Municipal Code Section 1111.08 Signs. The City is requesting that the Planning Commission approve a motion to initiate a text amendment to the City's Unified Development Ordinance (UDO) under Section 1115.04 of the Unified Development Ordinance.

C. **PC 24-20 Amendments to the Municipal Code** - The City of Franklin is proposing amendments to the City's Municipal Code Chapter 1103 of the Municipal Code. The City is requesting that the Planning Commission approve a motion to initiate a text amendment to the City's Unified Development Ordinance (UDO) under Section 1115.04 of the Unified Development Ordinance at this time.

In addition to the amendments to Section 1111.08 of the Municipal Code, it is also contemplated that the definitions pertaining to signs in Chapter 1103 will need to be updated

as well in order to properly define the new sign types and ensure that the existing definitions are not in conflict with the proposed regulations.

- D. **PC 24-21 - Amendments to the Municipal Code** - The City of Franklin is requesting an amendment to the City's Municipal Code Section 1105.09 Fees.

8. DISCUSSION

- A. Overview discussion of upcoming text amendments to the City's Municipal Code resulting from the Moratorium on property along the State Route 73, State Route 123, and Dixie Highway corridors.

9. ADJOURNMENT



PLANNING COMMISSION

Wednesday, November 13, 2024, at 5:30 PM

1 Benjamin Franklin Way Franklin, Ohio 45005

www.FranklinOhio.org

CLERK'S JOURNAL

1. CALL TO ORDER

The meeting was called to order at 5:29 PM.

2. ROLL CALL

Present: Dr. Sarah Nathan, Paul Ruppert, David Hopper, Jason Hall, Brian Rebholz

Staff: Barry Conway, Jonathan Westendorf, Keeghan White, Cindi Chibis

Guests: Michael Siegmann, Amy Lassen

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Jason Hall.

4. APPROVE THE CLERK'S JOURNAL AND ACCEPT THE TAPES AS THE OFFICIAL MINUTES

The Clerks' Journal was approved, and the tapes were accepted as the official minutes of the October 9, 2024, meeting.

Motion made by Doctor Nathan, Seconded by Ruppert.

Voting Yea: Doctor Nathan, Ruppert, Hopper, Hall, Rebholz

5. OATH OR AFFIRMATION

The Oath was issued to all guests.

6. OLD BUSINESS

PC 24-08 Major Site Plan Revision - Franklin High School Parking Lot - Parcels #0431178001, 0431178011, 0431178010, and 0431178003 (140 East Sixth Street). The applicant, SHP c/o Mark Demko, on behalf of Franklin City Schools, is requesting approval of a major site plan revision to PC 22-02 in order to demolish the existing 89 space parking lot located to the northwest of the school along parcels #0431178003, 10, & 11 and construct a new 96 space parking lot predominately on parcel #0431178001 and abutting East Sixth Street and Anderson Street. This property is located in the MU-1 & CV-1 zoning districts. (This Item to Remain Tabled.)

Hopper stated that PC 24-08 Major Site Plan Revision - Franklin High School was initially heard six months ago, at the May 8, 2024, Planning Commission meeting. Hopper requested an update on the Application status.

Westendorf reminded Commission members that PC 24-08 was submitted as a modification to the existing Frankin High School parking lot, by proposing to construct a new parking lot parallel to SR 123/6th Street. If constructed as proposed, the parking lot would straddle two different zoning districts - Civic (CV-1) and Mixed Use (MU-1). To ensure conformance with the primary use under CV-1, City staff recommended that the school district seek rezoning allowing the district to pursue its desired layout and associated uses.

As an act of good faith and support for what was presented as a time sensitive need, the Planning Commission left the topic on the agenda in anticipation of a revised plan to follow. The school district opted to seek rezoning, which was ultimately approved by Council, and became effective following the referendum period. Since that time, PC 24-08 has remained tabled, as the expected revised plan has not yet been received.

The Chair opened and closed public comment 5:39 PM, as none asked to be heard.

After much discussion, the Planning Commission felt it would be appropriate for the applicant to start fresh as many of the underlying factors of the major Site Plan Revision are no longer applicable and recommended removal of PC 24-08 for future agendas.

To support this recommendation, Hopper entertained a motion to untable/disapprove Major Site Plan Revision PC 24-08.

Motion made by Doctor Nathan, Seconded by Ruppert.
Voting Yea: Doctor Nathan, Ruppert, Hopper, Hall, Rebholz

7. **NEW BUSINESS**

8. **DISCUSSION**

A. Discussion Item - Amendments to Municipal Code -The City of Franklin is proposing amendments to the City's Municipal Code Section 1111.08 Signs. At this time the item is being brought forward for discussion to share the proposed changes with the Planning Commission. The City is not requesting that the Planning Commission approve a motion to initiate a text amendment to the City's Unified Development Ordinance (UDO) under Section 1115.04 of the Unified Development Ordinance at this time.

The Chair stated that discussion items A and B regarding amendments to Section 111.08 (Signs) and Chapter 1103 (Definitions) of the Municipal Code, would be handled as a single agenda item, confirming that the meeting would be used as a work session to review the proposed changes.

B. The City of Franklin is proposing amendments to the City's Municipal Code Chapter 1103 of the Municipal Code. At this time the item is being brought forward for discussion to share the proposed changes with the Planning Commission. The City is not requesting that the Planning Commission approve a motion to initiate a text amendment to the City's Unified Development Ordinance (UDO) under Section 1115.04 of the Unified Development Ordinance at this time.

In addition to the amendments to Section 1111.08 of the Municipal Code, it is also contemplated that the definitions pertaining to signs in Chapter 1103 will need to be updated as well in order to properly define the new sign types and ensure that the existing definitions are not in conflict with the proposed regulations. Thus, a list of the sign definitions is provided below along with a visual reference of each sign type.

White reminded Commission members that the proposed changes were introduced at the October 9, 2024, meeting. He explained that the City of Franklin is proposing changes to meet the intent and purpose of the Municipal Code through amendments which include new regulations for signs not

previously contemplated in the code, the consolidation of similar sign regulations, and general revisions which aim to increase the accessibility of the sign regulation for both staff and the public.

White reviewed the proposed amendments to Municipal Code Sign Regulations focusing on the following changes:

- **Prohibited Signs:** New section added to clarify prohibited permanent signs including revolving signs, inflatable signs, bench signs, mobile/portable signs, and other prohibited temporary signs.
- **Exempt Signs:** Subsection added to state the types of signs that are exempt from the requirements of the sign code. New types of signs include governmental flags, organizational signs, identification signs, and memorial signs. Such signs do not require a permit.
- **Permanent Signs:** Requirements for permanent signs reformatted into an easy to read Table.
- **Wall Signs:** Proposed revisions include increased quality requirements and clarification on standards for meeting maximum area requirements.
- **Ground Signs:** Previously referred to as monument signs. Proposed revisions include a restriction of off-premise advertising, expansion of ground sign designs, and expanded landscaping requirements. Ground Sign regulations have been consolidated into a single Table.
- **Residential Development Identification Signs:** Previously referred to as Ground Signs. Residential Development Identification signs are now represented in a Table format.
- **Menu Boards:** Proposed revisions include an increase in the number of permitted menu boards and specific size restrictions.
- **Canopy/Marquee/Awning Signs:** Language added to include canopy/marquee/awning signs in the overall calculation of allowable wall signage. Additional regulations are proposed to allow for internal or external illumination. The requirement for Planning Commission to review size, copy area, and minimum set-back requirements, have been removed.

Westendorf explained that with the proposed Sign Code improvements, the Code will become much easier to understand and to enforce. This provides an opportunity to easily shift sign permit review responsibilities from the Planning Commission to City Administration. He reminded Commission members that all applicants will still retain appeal rights.

- **Window Signs:** The requirement that window signs must identify the property occupant, address, and use, has been removed. Language was added to include window sign area in the calculation of allowable wall signage. Updates include the exemption of window signs placed by a political jurisdiction and educational facilities.
- **Directional Signs:** Proposed revisions include removing a limit on the number of allowable directional signs, increasing size allowances, and adding minimum setback requirements.

Commission members suggested that internal and external illumination of directional signs be permitted.

- **Murals:** New subsection added to regulate murals under the UDO. Permissive language related to murals that contain no advertising is proposed. Additionally, language related to the Planning Commission's role in reviewing Murals that include advertising is proposed.

Hopper suggested that the City add language to permit murals in Industrial Districts and add guidelines for murals to aid in the review/approval process.

- **Electronic Message Centers:** Changes include adding distance restrictions of electronic message center for residential use; limiting EMCs to one per parcel or development; restricting display times; prohibiting electronic message centers from showing full-motion videos; adding dimmer requirements; regulating illumination during specific times of day; and prohibiting electronic message centers in Downtown Districts.
- **Maintenance and Lighting:** Maintenance requirements for permanent signs are proposed as well as the prohibition of neon tubing and string lights on windows and doors. It was noted that these restrictions do not apply to holiday lights.
- **Single-Family Residential Signs:** Subsection on single-family residential signs was added to restrict the number of illuminated signs and provide sign size limitations. Samples of signs covered under this subsection such as garage sale signs, property signs, and security signs were reviewed.
- **Temporary Real Estate Signs:** Modifies rules to allow for one non-illuminated sign per street frontage and applies size restriction standards.

Westendorf suggested the Commission consider adding a 30-day time limit on temporary single family residential signage.

Hopper suggested that permits should not be required for single family residential signs, and temporary real estate signs.

- **Temporary construction signs:** Proposed revisions simplify existing requirements for temporary construction signs and removes required content rules.
- **Prohibited Temporary Signs:** Subsection added to improve the description of prohibited temporary signs (e.g. flutter flags, human signs, snipe signs, vehicle signs).

Westendorf expressed concerns related to permitting temporary portable signs (e.g. A-Frame signs) in the downtown district as the revitalization efforts are so new. He suggested this item could be reconsidered in the future after additional development has occurred and taken hold.

Based on feedback received, White agreed to clarify/improve the definition of vehicle signs.

Westendorf informed members that he continues to receive complaints from community members about campaign signs that have not been removed. He noted that although City regulations currently require the removal of campaign signs within seven (7) days after an election, this requirement is in conflict with Supreme Court rulings that prohibit mandatory removal, hence the motivation behind these proposed amendments.

White and Conway confirmed that based on feedback received, the revised Sign Code would be brought back to the Planning Commission at next month’s meeting for a vote.

9. ADJOURNMENT

The meeting was adjourned at 7:52 PM.

Motion made by Doctor Nathan, Seconded by Hall.
Voting Yea: Doctor Nathan, Ruppert, Hopper, Hall, Rebholz



PLANNING COMMISSION STAFF REPORT

To: Planning Commission Members

From: Liz Fields, AICP, Planner

Meeting Date: December 11, 2024

PC 24-18 Conditional Use – Personal Services (Nail Salon)

Property Information: Location: Parcel #0431137027 (515 S. Main Street)

Zoning: DC-1

Proposed Use: Nail Salon

Current Use: Multi-tenant commercial building

Proposed Hours of Operation: 11:00 am to 6:00 pm Monday, Tuesday, Thursday; 11:00 am to 7:00 pm Friday, and 12:00 pm to 5:00 pm Saturday.

Project Overview: The applicant, Tasha Walton, is proposing to open a personal service use (nail salon) in an existing multi-tenant commercial building located at 515 S. Main Street. The subject property is zoned DC-1, Downtown Core District, and personal services are a Conditional Use in that zoning district.

Comments: Conditional Use General Standards for Approval:

1.

The proposed use is a Conditional Use in the zoning district for which it is proposed. **Personal services are an identified Conditional Use in the DC-1 zoning district.**

2.

The proposed Conditional Use will be in accordance with the general objectives, or with any specific objective, of the City’s Comprehensive Development Plan or this UDO. **The existing building on this site meets all dimensional requirements for the DC-1 District and meets the intent and purpose of the UDO by promoting community development and revitalization.**

3. The proposed Conditional Use will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the neighborhood. **The proposed use is in a commercial area that contains similar personal service uses in the immediate vicinity. Since the proposed use will be located in an existing multi-tenant commercial building, it will not change the essential character of the neighborhood.**
4. The proposed Conditional Use will not be hazardous or unreasonably disturbing to existing or future neighboring uses. **It is not expected that this use will be hazardous or unreasonably disturbing to adjacent uses.**
5. The proposed Conditional Use will be served adequately by essential public facilities and services such as streets, police and fire protection, drainage, water and sewer, or the persons or agencies responsible for the establishment of the proposed use shall be able to adequately provide any such services. **The proposed Conditional Use will be served adequately by essential public facilities and services.**
6. The proposed Conditional Use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community. **The proposed Conditional Use will not create excessive additional requirements or be detrimental to the economic welfare of the community.**
7. The proposed Conditional Use will not involve uses, activities, processes, materials, equipment and conditions or operations that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare, or odors. **The proposed Conditional Use does not involve uses, activities, processes, materials, etc. which are detrimental to any persons, property, or the general welfare.**
8. The proposed Conditional Use will have vehicular approaches to the property that are designed so as not to interfere with traffic on surrounding public thoroughfares. **The proposed Conditional Use will utilize existing vehicular approaches.**
9. The proposed Conditional Use will not result in the destruction, loss, or damage of a natural, scenic, or historic features of major importance. **The applicant is proposing to utilize an existing building therefore there will not be significant loss of features or structures on the site.**

Specific Standards for Personal Services: The following standards are specific standards that apply to personal services.

1. The proposed use shall not generate an unreasonable increase in traffic volume or require special off-street parking, and may not use on-street parking to meet the parking requirements applicable to it, as outlined in section 1111.07. **The proposed use will not generate unreasonable increases in traffic volume or require special off-street**

parking. The salon is proposed to operate by appointment only, which helps regulate traffic.

2. The lot area shall be adequate to accommodate the required off-street parking requirements without any variances to said requirements, as outlined in section 1111.07. **The lot is adequately sized to meet all off-street parking requirements and no variances are required. Off-street parking is available for patrons in the existing parking lot behind the building.**
3. Any signage shall be of the type and size permitted in the zoning district under the City's sign regulations, outlined in section 1111.08, and shall be approved by Planning Commission as a part of the Conditional Use Permit. **Window signs are proposed that meet the requirements of Table 23: Signs in the Downtown Districts.**
4. The proposed use shall comply with the Landscaping Standards contained in section 1111.05. **N/A**
5. Cut-off type lighting fixtures shall be used in parking areas to minimize impact to neighboring residentially-zoned properties. **Additional lighting fixtures are not proposed.**
6. No portion of the structure or its appurtenances, including ancillary, associated, or auxiliary equipment shall be located in front of the established building line. **No portion of the structure or its appurtenances are proposed to be located in front of the established building line.**
7. If adjacent to a residential use or residential district, such use shall not create excess noise, dust, odors or other nuisances. **The proposed nail salon is designed to operate entirely within the building, ensuring minimal impact on nearby residences.**
8. Planning Commission may limit the hours of operation of such use to assure compatibility with adjacent uses. **The proposed hours of operation are 11:00 am to 6:00 pm Monday, Tuesday, Thursday; 11:00 am to 7:00 pm Friday, and 12:00 pm to 5:00 pm Saturday.**
9. The minimum distance of driveways from intersections shall be as approved by the City Engineer. The minimum distance of driveways to an entrance of a school, place of worship, cemetery, or day care center shall be as approved by the City Engineer. **N/A**
10. Access shall be from an arterial street or collector or shall be provided in a manner that does not cause heavy impact on residential streets. Access drives shall be as approved by the City Engineer. **N/A**
11. The circulation areas shall provide smooth, continuous flow with efficient, non-conflicting movement throughout the site. Major vehicular circulation movements shall not conflict with major pedestrian movements. Interconnecting circulation aisles between parcels shall be provided. **N/A**
12. Every parking and loading space shall have sufficient access and maneuvering area. All maneuvering areas shall be on the same lot as

the use the area is intended to serve. **Parking facilities exist behind the building which provide a sufficient access and maneuvering area.**

13. The applicant shall submit a plan indicating safe traffic ingress and egress, traffic circulation, and on-site parking, which plan shall be subject to approval by Planning Commission to assure reduced congestion, promote safety, and reduction in the impact on the residential character of the neighborhood, as applicable. **N/A**
 14. This use may be permitted where the applicant can demonstrate that the use is distributed and properly integrated into the site plan to avoid congestion, to minimize conflict points between auto traffic and pedestrians, to reduce the number of curb cuts and to prevent strip type development. **N/A**
-

Statement for Conditional Use Application for Nail Salon

Section D:

Proposed Use and Need

This application seeks approval for a conditional use to operate a nail salon with one employee in the location specified below. The salon is designed to serve the local community by providing a range of nail care services in a peaceful and professional setting. Given the popularity of personal care services in the area, a nearby nail salon fulfills a community need and enhances the local business environment by promoting self-care and wellness.

Location and Compatibility with Surrounding Properties

The proposed nail salon will be situated at 515 South Main Street, Franklin, Ohio 45005 and has been carefully selected to harmonize with the surrounding neighborhood. The property is primarily surrounded by small businesses and residential properties, and the salon will operate during standard business hours to align with the general rhythm of the community. Our business aims to bring a tranquil, low-impact environment that complements the existing landscape and character of the area, making minimal, if any, impact on neighbors or adjacent businesses.

Plan for Mitigating Potential Negative Effects

To address and mitigate any potential negative effects associated with the proposed use, we have developed the following plan:

1. **Traffic and Parking:** The salon has an on-site parking area exclusively for client use, which will prevent any spillover onto public roads or neighboring properties. Additionally, with only one employee and a client-based appointment system, traffic flow will remain light and consistent with the surrounding area.
2. **Noise Control:** Our salon services will be conducted indoors, within the salon premises, thus eliminating noise concerns for adjacent properties. All procedures and equipment used are quiet in nature, ensuring the continued tranquility of the area.
3. **Light Intrusion:** The nail salon will use standard interior lighting, and with an additional outdoor lighting to highlight the business sign that turns off in the evening. This approach ensures that there will be no light intrusion affecting nearby residences or businesses during evening hours.
4. **Solid Waste Storage and Removal:** The salon will follow local ordinances for waste storage and removal. All solid waste will be securely stored in designated bins and removed regularly by the local waste management service. By adhering to local waste removal schedules and using appropriate disposal methods, we ensure that there will be no adverse impact on the surrounding area.

This proposed nail salon has been planned with careful attention to the needs of the local community and neighboring properties. We appreciate the consideration of this application and look forward to the opportunity to contribute positively to the neighborhood.

Proposed Conditional Use: Nail Salon (Serenity Nail Room)
 City of Franklin, Ohio

Section E:

In accordance with the requirements for conditional use approval, this statement outlines how the proposed nail salon in an existing building meets the general standards of approval set forth by the City of Franklin.

1. Zoning Compliance

The proposed use, a nail salon with one employee, is a conditional use in the zoning district for which it is proposed within the City of Franklin, Ohio. As such, the salon's operation aligns with the intended and allowable uses of the zoning code, bringing a beneficial service to the area.

2. Alignment with Comprehensive Development Plan

The nail salon supports the objectives of Franklin's comprehensive development plan by contributing to the local economy, enhancing community access to personal care services, and fostering local business growth. This use complements the city's vision for a vibrant business environment that serves the needs of its residents.

3. Compatibility with Neighborhood Character

The nail salon is designed, constructed, operated, and maintained to be harmonious with the neighborhood's character. The business will operate in an existing building and integrate seamlessly with the surrounding commercial and residential properties. Its appearance and function are in alignment with the visual and community standards expected within this district.

4. Neighborhood Safety and Comfort

The nail salon does not pose any hazard or unreasonable disturbance to current or future neighborhood uses. The salon provides personal care services in a peaceful, professional environment, ensuring minimal disruption to the surrounding community.

5. Access to Essential Public Services

The proposed use is adequately served by essential public facilities and services, including streets, police and fire protection, drainage, water, and sewer services. Additionally, the business owner is prepared to meet any service needs that arise, ensuring continuous compliance with city requirements.

6. No Excessive Public Cost or Detriment to Economic Welfare

The nail salon will not place excessive demands on public facilities or services, nor will it impose any additional costs on the city. Instead, it contributes positively to the city's economic welfare by providing a desirable service to the community, promoting local spending, and enhancing the commercial district.

7. Minimized Environmental and Operational Impact

The nail salon will not generate excessive traffic, noise, smoke, fumes, glare, or odors that could impact the well-being of the community. All salon operations will be conducted indoors within a controlled environment. Additionally, to address the use of liquid monomers and other materials for nail services, an appropriate exhaust system and portable ventilation system will be used. This system will ensure that any potential odors or fumes are safe, maintaining air quality and preventing any impact on neighboring

properties. This attention to indoor air quality further aligns the business with community health and safety standards.

8. Appropriate Vehicular Access

The salon has a dedicated parking area with convenient access, ensuring that clients and staff do not disrupt surrounding public thoroughfares. This parking setup maintains traffic flow and pedestrian safety in the area.

9. Protection of Natural, Scenic, and Historical Features

The proposed nail salon will operate within an existing building and will not cause any destruction, loss, or damage to natural, scenic, or historical features of importance to the City of Franklin.

Conclusion

The proposed nail salon has been thoughtfully planned to meet all required conditions and standards for conditional use approval. We appreciate the consideration of this application and are committed to maintaining a business that enhances Franklin's community, economy, and quality of life.

Respectfully,



Tasha Walton

Narrative Statement for Conditional Use Approval – Nail Salon (Serenity Nail Room)

Proposed Conditional Use: Nail Salon

City of Franklin, Ohio

Section H:

This statement addresses how the proposed nail salon complies with the specific standards of approval for a conditional use as set by the City of Franklin.

1. Personal Services Definition and Purpose Compliance

The proposed nail salon aligns with the city's definition and purpose for "Personal Services." This establishment will provide professional nail care services to the community, enhancing the local economy and fulfilling community needs within the personal care sector.

2. Traffic Volume and Parking Requirements

The proposed use will not generate unreasonable increases in traffic volume and does not require but has optional on-street parking to meet its parking needs. The salon operates by appointment only, which helps regulate traffic flow and minimize impact.

3. Adequate Lot Area for Off-Street Parking

The lot is adequately sized to meet all off-street parking requirements, and no variances are needed. The existing parking area comfortably accommodates the salon's traffic volume, with sufficient spaces for clients and employees.

4. Minimized Lighting Impact

To ensure minimal impact on surrounding properties, the parking area will utilize cut-off type lighting fixtures, preventing any light spillage onto adjacent residential properties. This lighting plan will uphold community standards for both safety and comfort.

5. Building Line Compliance

All structures, ancillary equipment, and appurtenances associated with the nail salon are located within the established building line, ensuring compliance with city requirements for building placement and maintaining the aesthetic of the area.

6. Setback for Service Areas

No outdoor display areas or service-related structures are planned within 50 feet of any adjacent residential property or district. The nail salon is designed to operate entirely within the building, ensuring minimal impact on nearby residences.

7. Height Setback Compliance

No structural changes are planned that would affect this compliance.

8. Screening and Privacy Fencing

A solid privacy fence already exists along the property line adjacent to any residential areas, providing a consistent buffer that complies with requirements and preserves the privacy and comfort of neighboring properties.

9. Nuisance Prevention

The proposed use will not create excessive noise, dust, odors, or other nuisances, particularly as it is located within a business district adjacent to a residence. A specialized exhaust system will be installed to manage any odors associated with liquid monomer use, ensuring air quality standards are maintained.

10. Business Hours Compatibility

The salon will operate during normal business hours, which aligns with the activity levels of surrounding businesses and is unlikely to disrupt neighboring residential properties.

Any adjustments to operating hours will be coordinated with the Planning Commission to ensure community compatibility.

11. Driveway Distance Compliance

The property features off-street parking that meets required distances from intersections, schools, places of worship, cemeteries, and daycare centers. The salon's location and parking area are designed to prevent any safety or traffic concerns in proximity to these facilities.

12. Access from Arterial or Collector Street

Parking access is available from the main street and an adjacent alleyway. This configuration ensures the business has direct access without impacting residential streets, providing a smooth traffic flow. All access drives will comply with city engineering standards for safety and efficiency.

13. Smooth Circulation Flow

The salon's parking and circulation areas are designed to provide smooth and efficient vehicle and pedestrian movement, with no anticipated conflicts. The layout prevents disruptions, with clear pathways for both vehicles and pedestrians, creating a safe and seamless site experience.

14. Adequate Access and Maneuvering Areas

All parking and loading spaces are designed with sufficient access and maneuvering room on the same lot. This setup ensures clients and employees can move easily within the designated areas without congestion or overlap in maneuvering space.

15. Balanced Site Integration

The nail salon is positioned to facilitate efficient site usage, avoiding congestion and minimizing conflict points between vehicles and pedestrians. The design reduces curb cuts and prevents any strip development, promoting a cohesive site layout that integrates with neighboring properties.

Conclusion

The proposed nail salon meets all specific standards for conditional use approval. We appreciate your consideration of this application and are committed to operating in a manner that enhances the Franklin community.

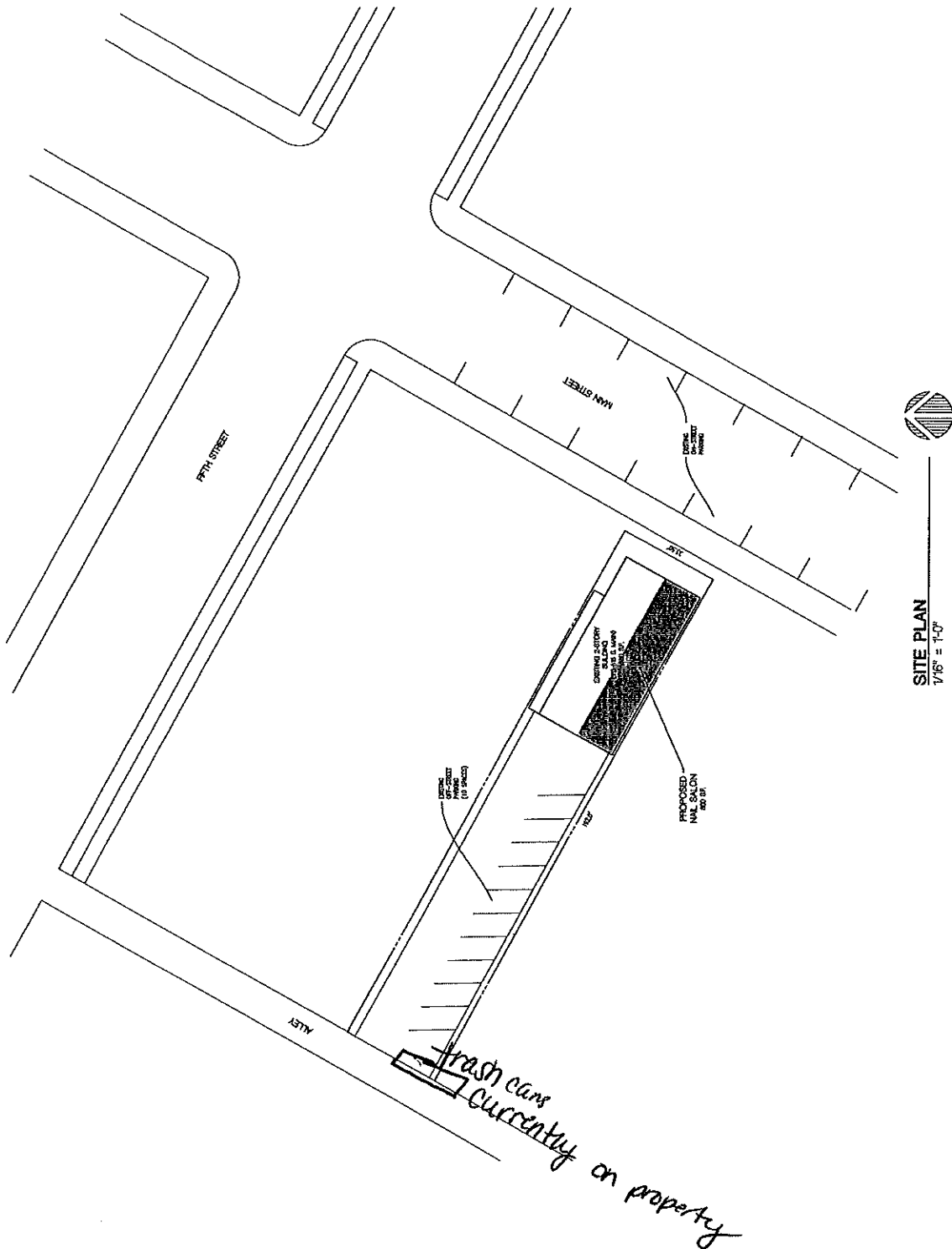
Respectfully,


Tasha Walton

DATE	DESCRIPTION
10-11-20	SUBMITTED

515 S. MAIN
FRANKLIN, OH

Section 7, Item A.



SECTION I.

Signs and Graphics Plan for Serenity Nail Room

1. Proposed Sign Location

The primary sign for Serenity Nail Room will be installed directly on the salon door and window.

2. Existing Signs on Premises

The premises currently feature a black metal pole approximately 15 feet in height, previously installed and permitted. No additional signage will be placed on this existing pole.

3. Sign Specifications and Design

The new door sign will feature a perforated design with less than 25% or under for coverage to maintain visibility and aesthetics. Additionally, a solid window wrap will be at 25% or under to cover a portion of the window, aligning with Serenity Nail Room's branding. There will be no additions to the existing pole structure.

4. Sign Illumination and Display of Additional Information

The signs will not include internal illumination.

5. Elevation Drawings

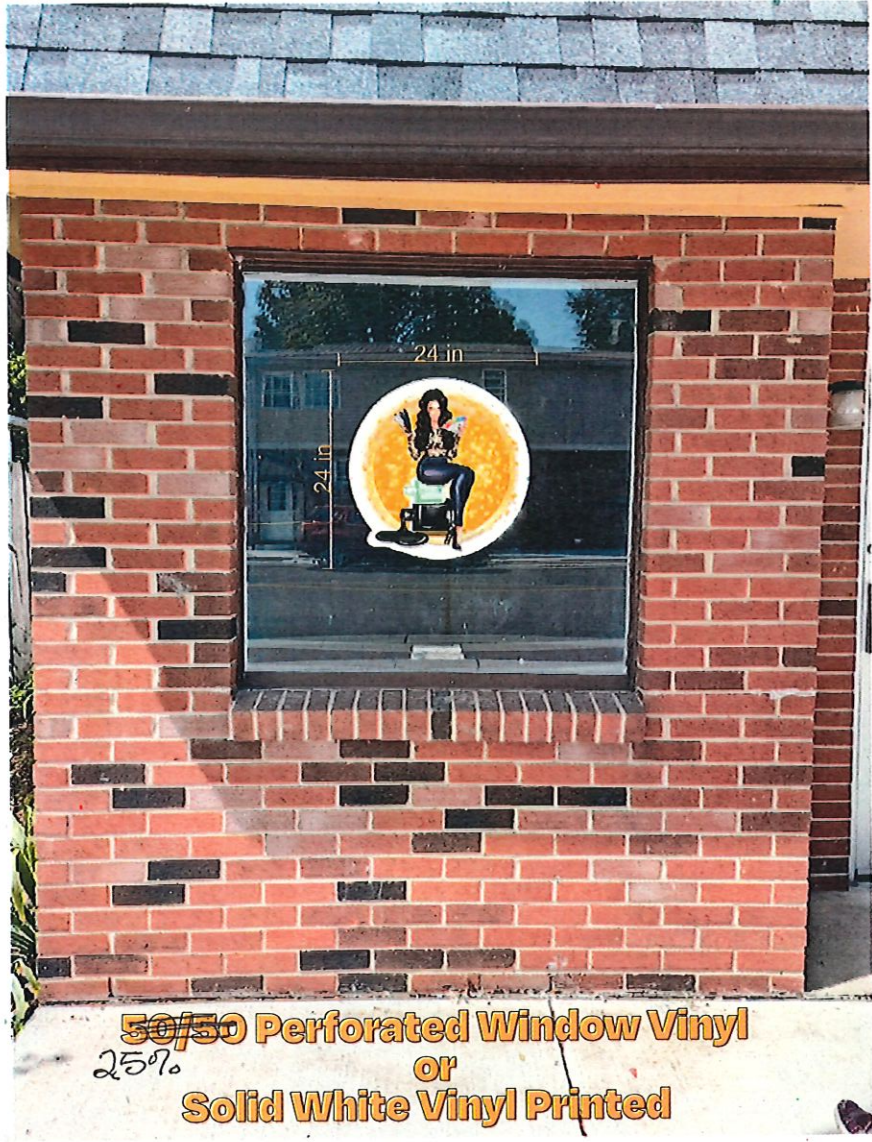
The signage plan complies with all setback requirements and maintains a safe distance from pedestrian pathways to ensure it does not obstruct the sidewalk or pedestrian traffic.

This plan emphasizes clear visibility, adherence to existing guidelines, and compatibility with the premises.



50/50 Perforated Window Vinyl

25%



50/50 Perforated Window Vinyl

25%

**or
Solid White Vinyl Printed**

Landscaping Plan for Nail Salon (Serenity Nail Room)

Section J:

In compliance with Section 1111.06, this landscaping plan confirms that there will be no changes or modifications to the current landscaping on the property. The existing landscape design meets all necessary requirements, and no additional landscaping is planned at this time. This approach ensures consistency with the property's established aesthetic and maintains alignment with community standards.

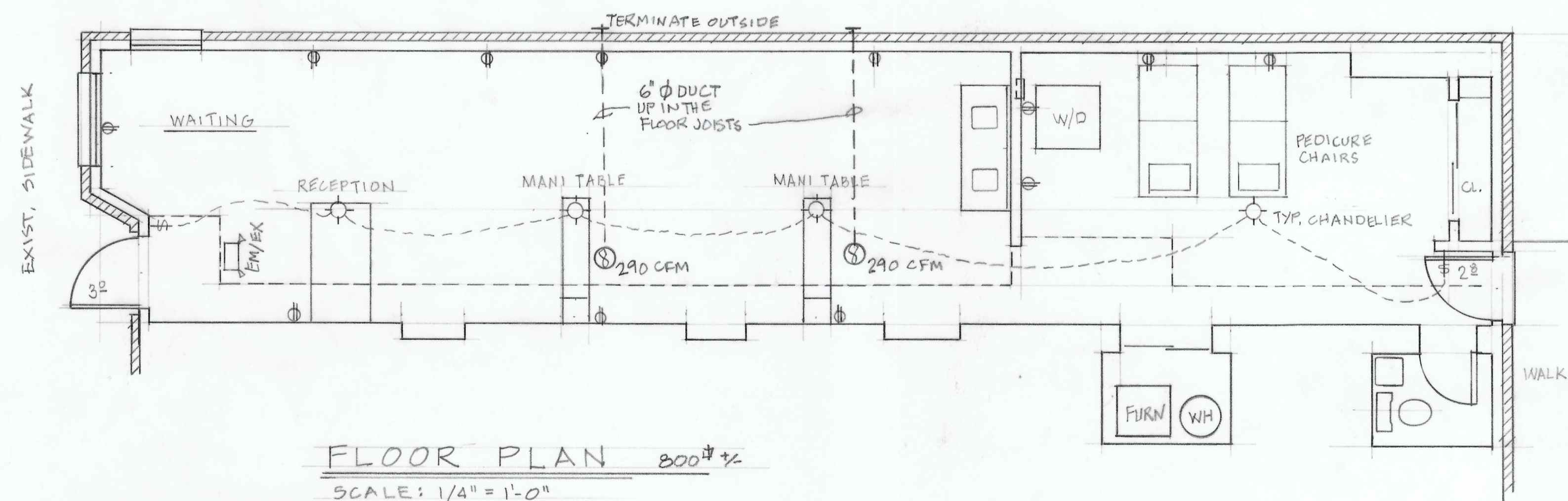
Any future updates or modifications to landscaping will adhere to Section 1111.06 standards and be submitted for review as required.




Item dimensions L x W x H	53.3 x 14.2 x 42.5 inches
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2024 O.B.C. CODE

<u>USE GROUP :</u>	B BUSINESS
<u>CONSTRUCTION TYPE:</u>	5 - B
<u>REQUIRED EXITS</u>	REQUIRED = 2 EXIT - MIN. 36" WIDTH PROVIDED = 2 EXITS - MIN. 36" WIDTH
<u>FLOOR AREA :</u>	ENCLOSED FLOOR PLAN = 800 SQ. FT.
<u>OCCUPANT LOAD :</u>	1 / 100 SQ.FT. = 8 PERSONS



ENGINEERS SEAL / DATE OF ISSUE



The seal is circular with a double-lined border. The outer ring contains the text "STATE OF OHIO" at the top and "REGISTERED ARCHITECT" at the bottom, separated by two stars. The inner circle contains the text "DESIGNS" at the top, "J. Reathy" in the center (with a signature over it), and "10919" at the bottom.

APPROVAL					
	CLIENT				
		NO.	DATE	REVISIONS	REVISIONS

DRAWN BY	D.R. BEATTY
DATE	9-10-24
CHECKED	DRB
DATE	9-10-24
SCALE	1/4" = 1'-0"
CUSTOMER DWG. NO.	

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PLANNING COMMISSION STAFF REPORT

To: Planning Commission Members

From: Liz Fields, AICP, Planner

Meeting Date: December 11, 2024

PC 24-19

Amendments to the Municipal Code

Project Overview: The City of Franklin is proposing amendments to the City’s Municipal Code Section 1111.08 Signs. The City is requesting that the Planning Commission approve a motion to initiate a text amendment to the City’s Unified Development Ordinance (UDO) under Section 1115.04 of the Unified Development Ordinance.

Comments: The City of Franklin is proposing amendments to the City's municipal code to meet the intent and purpose of the municipal code through amendments which include new regulations for signs not previously contemplated in the code, the consolidation of similar sign regulations, and general revisions which aim to increase the accessibility of the sign regulation for both staff and the public.

A summary of the proposed changes to the municipal code is included below. The modifications reflect the new section references, sections that are noted as being removed are noted by their current section reference.

- **Section 1111.08(c)(2)** – Clarification that sign permits are reviewed and approved by the Zoning Official unless specifically stated otherwise.
- **Section 1111.08(c)(3) Submittal Requirements** – Language was added which require a landscaping plan and lighting plan be submitted when applying for a sign permit where applicable.
- **Section 1111.08(f) Prohibited Signs** – This subsection was added to clearly state the types of permanent signs that are prohibited within the City of Franklin. New types of signs added to this list include:
 - Revolving signs;

- Inflatable signs, air activated devices, beacons, searchlights, and other similar devices;
 - Bench signs;
 - Mobile or portable signs; and
 - Additional prohibited temporary signs as listed in the Section.
- **Section 1111.08(g) Exempt Signs** – This section was added to clearly state the types of signs that are exempt from the requirements of the sign code. New types of exempt signs added to the list or existing types that have been modified include:
 - Governmental flags;
 - Organizational flags;
 - Identification signs – modified to allow ground mounted identification signs no larger than four feet.
 - Memorial signs – modified to include markers and statues under this category.
- **Section 1111.08(h) Permanent Signs** – A table was added which clearly indicates the types of permanent signs allowed in each district. Additional tables are added which show the specific regulations in each district for the following signs:
 - Wall signs;
 - Ground signs;
 - Residential development identification signs;
 - Menu board signs;
 - Canopy/marquee/awning signs; and
 - Directional signs
- **Section 1111.08(h)(1)(C) Wall Signs** – Language was added which require wall signs to be constructed out of channel cut letters or other high-quality sign construction types.
- **Section 1111.08(h)(1)(D) Wall Signs** – Language was added that there are not quantity requirements for wall signs as long as the cumulative square footage of all wall signs meets the maximum area requirements.
- **Section 1111.08(h)(2) Ground Signs** – Monument signs have been renamed to ground signs.
- **Section 1111.08(h)(2)(A) Ground Signs** – Language was added that requires ground signs to be located on the same parcel to which they are an accessory use and prohibiting off-premises advertising on ground signs.
- **Section 1111.08(h)(2)(B) Ground Signs** – Language was included that ground signs include a variety of designs including monument signs, post and panel signs, and other similar signs. Clarification added that ground signs do not include pole signs.
- **Section 1111.08(h)(2)(E) Ground Signs** – Language was added that ground signs are not permitted within the clear sight triangle.
- **Section 1111.08(h)(2)(G)(i) Ground Signs** – Language was added clarifying the landscaping requirement for ground signs and requiring

that the landscaped area around the sign is equal to the area of the sign which includes one shrub for every five square feet of landscaped area.

- **Section 1111.08(h)(2)(G)(iv) Ground Signs** – Language was added clarifying that the landscaped area around a sign includes living plants and that the use of hardscape in the landscaped area is prohibited.
- **Section 1111.08(h)(3) Residential Development Identification Signs** – This subsection was added which incorporates the regulations formerly associated with “Ground Signs.”
- **Section 1111.08(h)(4) Menu Boards** – A maximum area of 48 square feet was added for menu board signs.
- **Section 1111.08(h)(5) Canopy/Marquee/Awning Signs** – Language was added to include awning signs in the heading of the subsection as well as including the sign area for a canopy/marquee/or awning sign in the overall calculation of allowable wall signage. Additional regulation is added which allows for internal or external illumination depending on the district.
- **Section 1111.08(h)(6) Window Signs** – Removed the requirement that window signs are required to denote the identification of the occupant, address of the premises, and use. Language was added which includes the window sign area in the calculation of allowable wall signage and exempts window signs placed by a political jurisdiction or educational facility.
- **Section 1111.08(h)(7) Projecting Signs** – The name of the sign type was changed from “Projecting Nameplate Sign” to “Projecting Sign”, language is added that one projecting sign is permitted per parcel and that projecting signs may only be externally illuminated. Additionally, the requirement that “projecting nameplate signs shall be limited to business signs and identification signs” is removed.
- **Section 1111.08(h)(8) Directional Signs** – The limit on the number of directional signs is removed and the size and height of a directional sign is increased from 2 square feet and 3 feet in height to 9 square feet and 5 feet in height. Additionally, a minimum setback of 5 feet from the public right-of-way and all property lines is included.
- **Section 1111.08(h)(9) Murals** – This subsection was added to regulate murals as signage in the UDO. Murals that contain no advertising or commercial messaging may be permitted on any blank wall or portion of a wall per the approval of the City Manager. Murals that contain advertising or commercial messaging may be permitted per the approval of the Planning Commission. Factors of approval have been included to assist in the review of proposed murals which look at the mural location, design, and materials.
- **Section 1111.08(h)(10)(C) Electronic Message Center** – Language was added that requires electronic message centers shall be 250 feet from any residential use.

- **Section 1111.08(h)(10)(E) Electronic Message Center** – Language was added that limits the number of electronic message centers to one per parcel or development.
- **Section 1111.08(h)(10)(F) Electronic Message Center** – Language was added reducing the amount of time each message is displayed from 15 seconds to 8 seconds before transitioning.
- **Section 1111.08(h)(10)(G) Electronic Message Center** – Language was added prohibiting streaming or full-motion videos.
- **Section 1111.08(h)(10)(I) Electronic Message Center** – Language was added requiring electronic message centers be equipped with automatic dimmer controls which trigger during sunset and sunrise.
- **Section 1111.08(h)(10)(J) Electronic Message Center** – Language was added regulating the maximum illumination for electronic message centers during daylight, dusk, and dawn.
- **Section 1111.08(h)(10)(K) Electronic Message Center** – Language is added prohibiting electronic message centers in the Downtown Districts.
- **Section 1111.08(i)(3) Maintenance** – This subsection was added which regulates the maintenance of permanent signs.
- **Section 1111.08(k) Lighting** – This subsection was added which prohibits LED, neon tubing and string lights that are being used as building accent lighting or window trimming.
- **Section 1111.08(l)(1) Temporary Sign Permits** – This subsection was added which states that a temporary sign permit is not required unless specifically stated otherwise.
- **Section 1111.08(l)(2) Single-Family Residential Temporary Signs** – This subsection was added which allows each single-family residential property with a maximum of three non-illuminated signs at any one time that are 6 square feet in area and 4 feet in height. An additional regulation was added which limits the display of these signs to 30 consecutive days in any one year.
- **Section 1111.08(f)(6) Garage Sale Signs** – This existing subsection was removed.
- **Section 1111.08(l)(3) Real Estate Signs** – The existing real estate sign regulations were modified to allow for one non-illuminated sign per street frontage that are 32 square feet and 6 feet in height. Real estate signs are permitted to be ground, wall, or window signs.
- **Section 1111.08(f)(12) Property Signs** – This existing subsection was removed.
- **Section 1111.08(f)(16) Security Signs** – This existing subsection was removed.
- **Section 1111.08(l)(5) Construction Signs** – The existing language was simplified to remove the required content of construction signs and to simplify and clarify the requirements for construction signs for different types of development.

- **Section 1111.08(I)(11) Prohibited Temporary Signs** – This subsection was added to clearly state the types of temporary signs that are prohibited within the City of Franklin. New types of temporary signs added to this list include:
 - Flutter flags;
 - Human signs;
 - Snipe signs; and
 - Vehicle signs.
- **Section 1111.08(I)(12) Signs in the Public Right-of-Way** – Language added which specifically requires temporary signage placed in the public right-of-way to be approved by the City Manager.

1111.08 Signs

a) Purpose and Intent. It is the intent of this Section to establish reasonable regulations governing the size, ~~design~~~~character~~, ~~mass~~, ~~distribution~~, and location of signs within the incorporated area of the City of Franklin, in the interest of safety and general welfare of its citizens, business concerns and other affected sectors of the City. It is intended to protect property values, create a more attractive economic and business climate, enhance and protect the physical appearance of the City, and preserve the scenic and natural beauty of designated areas. It is further intended to reduce sign distractions and sight obstructions that may contribute to traffic accidents, reduce hazards that may be caused by signs overhanging or projecting over public rights-of-way, provide more open space, and curb the deterioration of the natural environment and enhance City development in such a way as to support and complement the land-use objectives set forth in this UDO. The specific public purposes of this Section are:

- 1) To provide reasonable, yet appropriate, conditions for identifying goods sold or produced or services rendered in Commercial, Downtown, Office/Institutional, and Industrial Districts;
- 2) To control the size, location, and design of permanent signs so that the appearance of such signs will be aesthetically harmonious with their surroundings;
- 3) To eliminate any conflict that would be hazardous between business or identification signs and traffic control signs and devices;
- 4) To ensure that signs are located and designed to maintain a safe and orderly pedestrian and vehicular environment; and
- 5) To reduce sign clutter.

b) Scope of Regulations.

- 1) **Applicability.** The regulations set forth herein shall apply to and govern signs in all districts. No sign shall be erected or maintained unless it is in compliance with the regulations governing location and bulk of structures for the district in which it is located, unless such sign is otherwise specifically regulated by a conditional use provision or provisions relating to variances.
- 2) **Nonconformities.** Any sign already established on the effective date of this UDO and which sign is rendered nonconforming by the provisions herein, and any sign which as a result of subsequent amendments hereto, shall be rendered nonconforming and shall be subject to the regulations of section 1111.08([mt](#)).

3) Variances. Variances to this Section may be considered by the Appeals Board.

4) Planned Unit Developments. Signs within Planned Unit Development (PUD) districts shall be subject to the applicable regulations of the underlying zoning district. Signs that do not meet the requirements of this section that are located within a PUD are subject to the approval of the Planning Commission.

c) Permit Required:

- 1) All ~~temporary and~~ permanent signs to be erected, placed, constructed or modified within the City limits, except those specifically excluded herein, shall require a permit before work is initiated. ~~Temporary sign permit requirements are established in Section 1111.08(l).~~
- 2) Sign permits shall be reviewed and approved by the Zoning Official, unless specifically stated otherwise. Planning Commission shall approve signs submitted with a Major Site Plan, in accordance with this section and Section 1115.09; with a Conditional Use, in accordance with this section and Section 1115.09; and certain signs within the Highway Sign Overlay District in accordance with Sections 1109.07 and 1115.09. The Zoning Official shall approve all other signs in accordance with this section and Section 1115.11.
- 3) ~~In order to defray the cost of examination of plans and inspections, an applicant for a sign permit shall pay a fee in accordance with section 1105.09.~~

4) 3) Submittal Requirements:A. *General Submittal Requirements:* The following general requirements shall apply:

- i. Each request for a Sign Permit shall include an application form, provided by the City, with the submittal;
- ii. The name(s), address(s), and telephone numbers of the applicant(s), and the property owner(s) if other than the applicant(s) with a notarized letter of authorization from the property owner;
- iii. Legal Description of property or portion thereof; and
- iv. Payment of the application fee as established ~~on the City's official fee schedule; by section 1105.09;~~
- v. The Zoning Official may request additional supporting information that in ~~their his~~ professional judgment is necessary to fully explain the applicant's proposal. The applicant shall supply the requested additional information.
- vi. Only complete applications shall be processed by the City. The Zoning Official or the TRC, as appropriate, shall make determination as to completeness.

B. *Site Plan*, which shall show:

- i. Address and zoning classification of the subject property;
- ii. Surrounding uses and zoning classification(s);
- iii. The proposed sign(s) location, including distance from the public right-of-way and the property lines;
- iv. The location of all other existing signs located on the same premises; ~~and~~
- v. The relationship of the proposed sign(s) to access drives, parking areas and buildings;

vi. ~~A landscape plan that identifies all plantings to be located at the base of any ground signs; and~~

vii. ~~A lighting plan for all internal and external light sources.~~

C. *A Sign Graphics Plan*, including:

- i. Plans, ~~drawn and/or blueprints~~, to scale, of the proposed signage, including details of fastenings, lighting and any lettering, symbols or other identification which will be on the sign;
- ii. The dimensions, construction supports, sizes, electrical wiring and components, sign materials, and method of attachment;
- iii. The location, size, and illumination of wall signs, ground mounted signs, and directional signs;
- iv. Color renditions of the proposed signage; and
- v. Elevation drawings of ground mounted signs and/or a façade elevation (showing the height and proportions) for wall signs.

d) Administration:

- 1) The Zoning Official shall regulate and enforce the requirements of this ~~Section, and Section~~ ~~and~~ shall be in charge of issuing all sign permits, both temporary and permanent ~~unless specifically identified otherwise.~~
- 2) No signs, except for municipally owned signs and signs authorized by the City Manager for community events and programs shall be placed in, on or above the public right-of-way including on utility poles. The Zoning Official or ~~his~~ ~~their~~ designee may ~~effect removal~~ ~~of remove~~ any sign illegally placed within the right-of-way of any road within the City.

e) Measurement.

- 1) Sign area shall include the face of all the display area of the sign not including the bracing, framing and structural supports of the sign, unless such support members are made part of the message or face of the sign or are determined by the Zoning Official to be intended solely to make the sign more visible rather than serving any aesthetic or structural purpose. For internally illuminated signs; or internally illuminated awnings, canopies or marquees, the entire lighted surface shall be considered the sign area. The lighted surface area of internally illuminated canopies, awnings or marquees is counted as signage regardless of whether it contains graphics.
- 2) Where a sign has two or more display faces, the area of all faces of the sign shall be included in determining the area of the sign unless two display faces join back to back, are parallel to each other and not more than ~~twenty four inches~~ (24 inches") apart, or form a V-angle of less than ~~forty five~~ 45 degrees (~~45°~~). For spherical signs, the sphere shall be dissected by an imaginary line through the center of the sphere and the surface area of the

half sphere shall be counted as the sign face. For cubical signs, the area of all display faces shall be included in determining the area of the sign.

- 3) The area of letters, numbers or emblems mounted on a building wall or wall extension shall be computed by enclosing such sign with the smallest single continuous perimeter around the letters, numbers or emblems and determining its area.
- 4) The term “lot frontage” as used in calculating ground signs and monument signs shall refer to the dimension of the lot along the street. The term “building frontage” as used in calculating wall signs shall refer to the building wall dimension facing the street or parking lot.
- 5) For structures and uses having no direct frontage on public roads, as within shopping centers, frontage shall be counted as the intersection of the building line onto adjacent drives or parking areas.

f) Prohibited Signs. The following signs are prohibited within the City of Franklin:

~~6)1) Billboards. Billboards are prohibited.~~

7)2) **Pole Signs.** Pole signs ~~are prohibited~~, except within the Highway Sign Overlay District, under the conditions outlined in Section 1109.07.

~~3) Roof Signs. Roof signs are prohibited.~~

~~4) Revolving signs~~

~~5) Inflatable signs, air activated devices, beacons, searchlights, and other similar devices.~~

~~6) Pennants, Streamers, etc.~~ No sign ~~or advertising~~ shall contain or consist of banners, pennants, ribbons, streamers, or similar moving devices.

~~7) Bench signs~~

~~8) Mobile or portable sign~~

~~8)9) Additional prohibited temporary signs as listed in Section 1111.08(l)(11).~~

g) Exempt Signs. The following signs are exempt from the requirements of this Chapter:

1) **Governmental Flags.** Flags of any country, state, or unit of local government.

2) **Organizational Flags.** Flags for private or non-profit organizations subject to such flags are limited to one per organization and such flags shall not exceed three feet in width or five feet in length. Such flags shall contain no commercial or advertising message.

3) **Identification Wall Signs.** Signs up to a maximum of two square feet (~~2 sq. ft.~~) in size and ~~may be~~ mounted or attached flat or parallel onto a building face of any use ~~or may be~~ ground mounted at a height not to exceed four feet. ~~administrative, business or professional office building which denotes the name and address of an occupant in a building where more than one tenant is located and which has individual and separate entries.~~

9)4) **Public.** Signs required or authorized for a public purpose by any law, statute or ordinance, such signs to include traffic control devices provided that such signs contain no supplementary advertising, and any identification of display of any official court or public office notices thereof, or any flag, emblem, or insignia of any country~~a nation~~, political unit, educational facility, ~~school~~ or religious/cultural group.

10)5) **Memorial Signs, Markers, and Statues.** Signs which are in the nature of cornerstones, commemorative tables, tablets, grave markers, headstones, statuary, remembrances of persons or events, or historical signs, provided that such signs are less than nine square feet (~~9 sq. ft.~~) in size and not illuminated and are noncommercial in nature. Such signs shall not be placed within a public right-of-way. Additionally, memorial markers, statues, sculptures, or similar items that commemorate historical events, persons, locations are exempt as long as such items are not located in the public right-of-way and do not block visibility.

h) **Permanent Signs.** All permanent signs shall require a permit. Permitted permanent signs shall be classified into one of the seven following types: canopy/marquee signs, ground signs, monument signs, projecting nameplate signs, wall signs, window signs, and shingle signs.

TABLE 22: Permitted Permanent Signs

	<u>Agricultural and Residential Zoning Districts</u>	<u>Office Districts, Parks and Recreation District</u>	<u>Commercial Districts</u>	<u>Industrial Districts</u>	<u>Downtown Districts</u>
<u>Wall Signs</u>	X	X	X	X	X
<u>Ground Signs</u>	X	X	X	X	X
<u>Residential Development Identification Signs</u>	X				
<u>Menu Boards</u>			X		
<u>Canopy/Marquee/Awning Signs</u>		X	X	X	X
<u>Window Signs</u>		X	X	X	X
<u>Projecting Signs</u>		X	X		X
<u>Directional Signs</u>	X	X	X	X	
<u>Murals</u>		X	X	X	X
<u>Manual Changeable Copy Signs</u>		X	X	X	X
<u>Electronic Message Centers</u>			X		

1) Wall Signs

- A. ~~Wall Business or identification~~ signs may be erected on a building wall or extension of a building wall which faces a street, parking lot, or service drive, and such signs may not extend ~~more than ten inches~~ beyond any building setback lines.
- B. Wall signs shall be attached parallel to the building face and extend outward perpendicular from the building face a maximum of ~~10ten~~ inches (~~+10"~~), except as otherwise provided herein.
- C. Wall signs shall be primarily constructed out of channel cut letters or other high-quality sign construction types, as determined by the Zoning Official. Logos and graphic elements may also be incorporated into the sign as accent features.
- D. There is no limit to the quantity of wall signs as long as the cumulative square footage of all wall signs meets the maximum area requirements. The sign area of any proposed canopy, marquee, or permanent window signs shall be included in the overall cumulative calculation of maximum wall signage area.

TABLE 23: Wall Sign Regulation

Wall Sign Regulations		
District/Use	Maximum Area	Illumination/Other
Nonresidential Uses Located in Agricultural and Residential Districts	2 square feet per lineal foot of building frontage (maximum 150 square feet)	Internally or externally External illumination permitted
Office Districts/Parks and Recreation District	2 square feet per lineal foot of building frontage (maximum 200 square feet)	Internally or externally illumination permitted
Commercial Districts	2 square feet per lineal foot of building frontage (maximum 250 square feet)	Internally or externally illumination permitted
Industrial Districts	2 square feet per lineal foot of building frontage (maximum 300 square feet)	Internally or externally illumination permitted
Downtown Districts (Downtown Core, Mixed Use, Riverfront Mixed Use)	2 square feet per lineal foot of building frontage (maximum 250 square feet)	Internally or externally illumination permitted. Cabinet wall signs are prohibited.
Downtown Districts (Civic)	2 square feet per lineal foot of building frontage (maximum 200 square feet)	Internally or externally illumination permitted
<i>**In the Transitional Neighborhood Downtown District wall signs are limited to Identification Signs</i>		

11)2) ~~Ground~~ Monument Signs

~~A. Ground signs must be located on the same parcel to which they are an accessory use. Off-premises advertising is not permitted on ground signs. Monument signs may be erected on a lot, provided the location, height and other characteristics of the sign meet the regulations of this section. Monument signs shall be permanently and securely anchored to the ground, and shall be flush with the base, which shall be of brick or stone. Monument signs shall not exceed the allowable height for the zoning district in which the property is located, from the ground to the top of the sign, and such height shall be measured from the grade and not any mounding around the sign. Monument signs shall be limited to Business signs or Identification signs. Professionally finished post and panel signs shall be permitted in the I-2, General Industrial District and shall meet the height and size requirements of a monument sign.~~

~~A.B. Ground signs may include a variety of designs including monument signs, post and panel signs, and other similar-type professionally designed signs. Ground signs do not include pole signs.~~

~~B.C. No ~~ground~~monument sign shall be erected so as to obstruct free access to or egress from any building.~~

~~C.D. Inside the fire limits, no ~~ground~~monument sign shall be constructed of combustible materials, except ornamental features. Outside the fire limits, the structural frame of ~~ground~~monument signs shall not be erected out of combustible materials.~~

~~D.E. No person shall place or cause to be placed any ~~ground~~monument sign within any right-of-way or within the clear sight triangle.~~

~~E.F. ~~Ground~~Monument signs shall be anchored to a minimum depth of 32thirty-two inches (32").~~

~~F.—A monument sign shall only advertise matters that are the business, name or identity, address and/or activity of the establishment in front of whose property such sign is located, whether through logo, type, graphics or other symbols.~~

~~G.—All changeable copy signs shall be monument signs.~~

~~H.—No monument signs within the Downtown Districts shall be internally illuminated.~~

~~I.G. The base of all new ground-monument signs and post and panel signs signs shall be effectively landscaped with a single, continuous landscaped area to be maintained beneath the sign, in accordance with the following standards:~~

- ~~i. The minimum size of the landscaped area shall be equal to the area of the ground sign (i.e., if a ground sign is proposed to be 40 square feet in size then it shall be located in a landscaped area of at least 40 square feet in size).The edge of the required landscaped area shall be thirty inches (30") from the edge of the sign or any edge of the sign structure. Ground signs that are replaced or expanded in existing landscape areas are exempt from the thirty inch requirement;~~

- ii. The landscaped area shall include all points where sign structural supports attach to the ground;
- iii. Where the required landscaped area adjoins a paved surface accessible to vehicular traffic, a raised planter-type area around the base of the sign ~~is shall be~~ required to prevent the encroachment of vehicles; and

~~The landscaped area shall include living plant materials that areing, aesthetically located and maintained.~~

- iv. The landscaped area shall include living plantings aesthetically located and maintained including flowers, grasses, and a minimum of one shrub for every five square feet of required landscaped area. Plants may be located in mulch beds, but the landscaped area may not be completely comprised of mulch. The use of concrete, asphalt, gravel, or any other paved surface, or hardscape in the landscaped area shall be prohibited.

TABLE 24: Ground Sign Regulations

Ground Sign Regulations					
District/Use	Quantity	Maximum Area	Maximum Height	Minimum Setbacks	Illumination/ Other
<u>Agricultural and Nonresidential Uses Located in Residential Districts</u>	<u>1 per street frontage</u>	<u>0.25 square feet per foot of road frontage (maximum 36 square feet)</u>	<u>6 feet</u>	<u>10 feet from right-of-way, 15 feet from side property lines, 5 feet from all driveways</u>	<u>Internally or externally External illumination permitted</u>
<u>Office Districts/Parks and Recreation District</u>	<u>1 per street frontage</u>	<u>0.25 square feet per foot of road frontage (maximum 36 square feet)</u>	<u>6 feet</u>	<u>10 feet from right-of-way, 15 feet from side property lines, 5 feet from all driveways</u>	<u>Internally or externally illumination permitted</u>
<u>Commercial Districts</u>	<u>1 per street frontage</u>	<u>0.5 square feet per foot of road frontage (maximum 64 square feet)</u>	<u>6 feet</u>	<u>10 feet from right-of-way, 15 feet from side property lines, 5 feet from all driveways</u>	<u>Internally or externally illumination permitted</u>
<u>Commercial Districts (multi-tenant developments or single users of 50,000 sq. ft or more)</u>	<u>1 per street frontage</u>	<u>0.5 square feet per foot of road frontage (maximum 100 square feet)</u>	<u>10 feet</u>	<u>10 feet from right-of-way, 15 feet from side property lines, 5 feet from all driveways</u>	<u>Internally or externally illumination permitted</u>
<u>Industrial Districts</u>	<u>1 per street frontage</u>	<u>1 square feet per foot of road frontage</u>	<u>8 feet</u>	<u>10 feet from right-of-way, 15 feet from side property</u>	<u>Internally or externally</u>

		(maximum 80 square feet)		lines, 5 feet from all driveways	illumination permitted
<u>Downtown Districts**</u>	<u>1 per street frontage</u>	<u>0.25 square feet per foot of road frontage (maximum 36 square feet)</u>	<u>6 feet</u>	<u>Must be located on private property and 5 feet from all driveways and side property lines</u>	<u>External illumination only</u>
<u>**In the Transitional Neighborhood Downtown District ground signs are not permitted</u>					

3) Residential Development Identification Signs

- A. Ground signs may be erected at the entrance of any residential subdivision or residential development. The location, height, and other characteristics of the sign must meet the regulations of this section.
- B. Two ground signs are permitted per each street entrance (one sign is permitted on each side of the entrance to the subdivision or development). Ground signs shall be permanently and securely anchored to the ground and shall be flush mounted to a base, which shall be of brick, stone, or a faux alternative. Alternate ground sign designs may be presented to the Planning Commission for review and approval. Pole type signage is prohibited.
- C. The sign area shall be limited to 24 square feet and shall not exceed four feet -in height.
- D. The sign area may be incorporated into a larger design feature that may include columns, walls, or other similar features. The reverse sides of identification features shall be finished to match the fronts.
- E. Such identification features may not be located in the public right-of-way. Under no circumstances shall such feature be located in the tree lawn nor the clear sight triangle, nor impair the future utilization or expansion of public streets.
- F. Applications for permanent subdivision identification signs must demonstrate provisions for future maintenance and maintenance easements at the time of final platting. Written consent of the property owner of each proposed sign location shall be submitted with each permit application.

TABLE 25: Residential Development Identification Sign Regulations

<u>District/Use</u>	<u>Quantity</u>	<u>Maximum Area</u>	<u>Maximum Height</u>	<u>Minimum Setbacks</u>	<u>Illumination/ Other</u>
<u>Agricultural and Residential Zoning Districts</u>	<u>2 per street entrance into the subdivision</u>	<u>24 square feet</u>	<u>4 feet</u>	<u>10 feet from right-of-way, 15 feet from side property lines, 5 feet from all driveways</u>	<u>External illumination permitted</u>

4) **Menu Boards.** Menu Boards provided such signs are oriented solely for the use of patrons utilizing the drive-thru and are not visible from adjacent property or the right-of-way. Drive-through menu board signs may include freestanding, pylon and monument signs. One drive-through menu board sign and one preview board is permitted, but only when all of the following conditions are fulfilled: the sign is located on the property to which it refers; the sign is not visible from the public right-of-way; the sign does not exceed six feet (6') in height; and the sign is located at least 75seventy-five feet (75') from a Residential District or use.

TABLE 26: Menu Board Sign Regulations

District/Use	Quantity	Maximum Area	Maximum Height	Minimum Setbacks	Illumination/ Other
Commercial Districts (Uses that include a permitted drive-thru)	2 per drive-thru	48 square feet	6 feet	75 feet from a Residential District or use	Internally or externally illumination permitted

5) **Canopy/Marquee/Awning Signs.** Canopy, marquee, and awning signs may be painted on or attached to an awning area or attached to a canopy or marquee. Such signs shall not exceed the maximum height of the principal structure when mounted on the top of the canopy. The sign area of any proposed canopy or marquee sign shall be included in the overall cumulative calculation of allowable wall signage. Awning signs shall be externally illuminated only. Marquee and canopy signs may be internally or externally illuminated.

TABLE 27: Canopy/Marquee/Awning Sign Regulations

District/Use	Maximum Area	Illumination/Other
Office Districts/Parks and Recreation District	The area of all canopy/marquee/awning signs shall be included in the overall calculation of allowable wall signage.	Internally or externally illumination permitted
Commercial Districts	The area of all canopy/marquee/awning signs shall be included in the overall calculation of allowable wall signage.	Internally or externally illumination permitted
Industrial Districts	The area of all canopy/marquee/awning signs shall be included in the overall calculation of allowable wall signage.	Internally or externally illumination permitted

<u>Downtown Districts (Downtown Core, Mixed Use, Riverfront Mixed Use)</u>	<u>The area of all canopy/marque/awning signs shall be included in the overall calculation of allowable wall signage.</u>	<u>Internally or externally illumination permitted. Cabinet wall signs are prohibited.</u>
<u>Downtown Districts (Civic)</u>	<u>The area of all canopy/marque/awning signs shall be included in the overall calculation of allowable wall signage.</u>	<u>Internally or externally illumination permitted</u>
<u>**In the Transitional Neighborhood Downtown District canopy/marquee/awning signs are not permitted</u>		

6) Window Signs. ~~The cumulative maximum area of all permanent window signs shall be included in the overall calculation of allowable wall signage and are limited to windows on the ground or first floor. A maximum of 25 percent% of each window may be covered by window signs. Political jurisdictions and educational facilities are exempted from this maximum area and their window signage does not count towards the overall calculation of allowable wall signage. Window signs shall not be lighted or illuminated. Permanent window signs shall be limited to signs denoting the identification of the occupant, the address of the premises and its use. Except for within the Downtown Districts where a business does not occupy first floor space, such signs shall be limited to use solely on the ground or first floor.~~

12) Projecting Nameplate Signs.

7) One projecting sign is permitted per parcel. Projecting ~~nameplate~~ signs shall not exceed ~~12~~twelve square feet (~~12 sq. ft.~~) in size, shall be placed not less than eight feet (~~8'~~) above the sidewalk or ground level, and shall not project more than four feet (~~4'~~) outward from the building face. ~~Projecting signs shall be externally illuminated only. Projecting nameplate signs shall be limited to Business signs and Identification signs.~~

8) Directional Signs. On-site directional signs indicating points of entry or exit for a facility, off-street parking areas, circulation patterns, business or building locations, or for other similar purposes are permitted subject to the following:

A. ~~Directional signs are limited to a maximum are of nine (9) square feet and five (5) feet in height.~~

~~A. Directional signs shall not contain advertising or commercial messaging, including logos.~~

TABLE 28: Directional Sign Regulations

District/Use	Quantity	Maximum Area	Maximum Height	Minimum Setbacks	Illumination/ Other
See TABLE 22: Permitted Permanent Signs	N/A	9 square feet	5 feet	5 feet from the public right-of- way and all property lines	Internal and External Illumination permitted

9) **Murals.** Murals that contain no advertising or commercial messaging may be permitted on any blank wall or portion of a wall per the approval of the City Manager. Murals that contain advertising or commercial messaging may be permitted per the approval of the Planning Commission. The following factors shall be considered and weighed in determining whether a mural should be approved:

A. Mural Location:

- i. Murals shall not be located on the principal façade(s) of a building unless approved by the Planning Commission.
- ii. Murals should not cover or detract from architectural features.
- iii. The installation of a mural should complement and enhance the building and be incorporated architecturally into the façade.
- iv. Murals should not be in an area which may cause undue distraction to drives, thereby creating a safety hazard.

B. Mural Design and Materials:

- i. The scale of the mural should be appropriate to the building and the site.
- ii. The theme of the mural should be appropriate within the context of the surrounding area and complement the existing character.
- iii. The name of the artist or sponsor of the mural may be incorporated into the mural but shall not exceed five percent of the design or two square feet in area, whichever is less.
- iv. The paint utilized for the mural should be intended for exterior use, have a waterproof seal coating, and of sufficient quality which will not corrode or compromise the integrity of the surface to which it is applied.
- v. Reflective, neon, and fluorescent paints should not be used.

10) Manual Changeable Copy. The following regulations apply to all manual changeable copy:

- A. Manual changeable copy shall be permitted on ground signs.
- B. Manual changeable copy signs shall comprise no more than two-thirds (2/3) of the total area of the sign per side.
- C. Ground signs containing manual changeable copy are subject to the maximum height and sign area requirements of ground signs for the zoning district in which they are located.
- D. In the Residential Districts and the Downtown Districts, manual changeable copy signs shall not be internally illuminated. In these three districts, the manual changeable copy signs may be externally illuminated only between 8:00 a.m. and 8:00 p.m., unless otherwise permitted by Planning Commission.

11) Electronic Message Centers. The following regulations apply to all electronic message centers:

- A. Electronic message centers may be incorporated into ground signs subject to the approval of a conditional use permit per Section 1115.09(b).
- B. Ground signs containing electronic message centers are subject to the maximum height and sign area requirements of ground signs for the zoning district in which they are located.
- C. Electronic message centers shall be located a minimum of 250 feet from any residential use.
- D. Electronic message centers shall only be located on ground mounted signs and shall not exceed two-thirds (2/3) of the size of the total sign area to ensure that the electronic component is subordinate to the principal sign face in size.
- E. A maximum of one electronic message center is permitted per parcel or development.
- F. Each message on an electronic message center shall be displayed for no less than eight seconds before transitioning.
- G. The use of streaming or full-motion video on any electronic message center is prohibited.
- H. The lighting within an electronic message center shall not be permitted to strobe, flash on or off, change the intensity of illumination, or illustrate movement.
- I. Electronic message centers shall be equipped with automatic dimmer controls to produce a distinct illumination change from a higher illumination level to a lower illumination level between one-half hour before sunset (dusk) and one-half hour after sunrise (dawn).
- J. Electronic message centers shall not exceed a maximum illumination of 5,000 nits (candelas per square meter) during daylight hours and a maximum illumination of 500

nits (candelas per square meter) between dusk and dawn. The applicant shall provide a certificate of maximum illumination before a sign permit application is approved.

K. Electronic message centers are prohibited in the Downtown Districts.

f)i) Requirements Applicable to All Permanent Signs. The following general requirements shall apply for characteristics of permanent signs.

- 1) **illumination.** Illumination of signs shall be permitted in all districts, except residential districts, or as otherwise provided in this Section. Illumination shall be from a concealed or indirect light source and shall not flash, blink, fluctuate, travel, revolve, move or in any manner fail to provide constant illumination and shall not create a hazard or visibility problem or interfere with or impair vehicular movement on any street from which the sign may be viewed. Illuminated signs shall be constructed and maintained so that the source of illumination is shielded or otherwise prevented from beaming directly onto adjacent properties or streets.
- 2) **Construction.** The construction of all signs, including any electrical wiring necessary for the operation of illuminated signs shall conform to the specifications of the Ohio Building Code.

3) Maintenance

A. Signs shall be maintained in a safe and good condition at all times by the owner of the sign. Regular maintenance includes the repair and replacement of damaged or malfunctioning parts, repainting, cleaning, and other acts required to keep the sign in good condition.

B. The maintenance of a mural shall be the responsibility of the property owner. The mural must be properly maintained to ensure that material failure (such as peeling paint) is corrected, and vandalism is removed promptly in accordance with the Property Maintenance Code.

C. Property surrounding any ground mounted sign shall be maintained in a clean and sanitary condition and shall be free from weeds, rubbish, and flammable material.

3)4) Location. All permanent signs shall be located on the site being promoted, identified or advertised. Off premise signs are prohibited. In no case shall any part of a sign be placed in, over, or extend onto any public right-of-way, except for projecting **nameplate** signs on lots where no front yard exists and for publicly owned signs such as traffic control and directional signs. In no case shall any part of a sign be placed in, over or extend above the roof line of any structure.

4)5) Maximum Number, Height and Area of Signs. In addition to placement of signs, the heights, area and number of permitted signs allowed per use or lot shall be regulated by districts and uses as listed under the regulations of this Section. The height of **monument signs and** ground signs shall be measured from the established grade, and no mounding shall be used to increase the height of a sign.

5)6) Joint Identification Signs

- A. Joint identification signs shall be limited to wall signs or monument signs, and to premises where there are two or more uses located on a property having frontage on at least one public street.
- B. If the property fronts on one street, only one joint identification sign is permitted.
- C. A second joint identification sign is permitted if the property fronts on two streets, provided that the frontage for each street is not less than ~~two hundred~~200 lineal feet (~~200'~~). Additionally, a second joint identification sign may be permitted in the Downtown Districts if the premises has pedestrian access open to the public from parking facilities both in the front and in the rear of the property.
- D. The size of a joint identification sign shall meet the size and location requirements for a commercial center sign under [Table 24](#).

6)7) Off-Premises Signs for Industrial and Commercial Lots with No Street Frontage.

Notwithstanding any other provision of these sign regulations, a lot or parcel with an Industrial or Commercial zoning designation that has no frontage on a public street, as determined by the Zoning Official, may apply for a sign permit to erect a ~~ground~~monument sign on an adjacent lot with street frontage, with the permission of the owner of the adjacent lot. The ~~ground~~monument sign shall meet the size and setback requirements for the lot upon which the sign is to be erected. The off-premise sign shall not be counted toward the total allowable signage for the lot upon which it is erected.

- j) Street Numbers Required. An owner, occupant or person having control of a residential, industrial, commercial or public building shall display the numerical address of the building in Arabic numbers not less than four inches (~~4"~~) in height. Other street numbering guidelines include:
 - 1) The color of the numbers shall contrast to the color of the surface on which they are ~~mounted~~mounted, and the numbers shall be clearly visible from the street on which the building is numbered.
 - 2) The numbers shall be placed on the front of the building facing the street on which the building is numbered.
 - 3) For buildings not having entrance doors facing the street on which the buildings are numbered, numbers of all units within such building shall be placed either on the wall of the building facing the street on which the building is numbered or on a sign in compliance with this Section.
 - 4) The owner of a residential building may post additional sets of address numbers provided that one set complies with the provision of this Section.
 - 5) Whoever violates this Section or any part thereof, upon being notified in writing of such violation by the City Engineer, shall have ~~thirty~~(30) days in which to comply with the provisions of this Section. Upon expiration of the ~~thirty~~(30) days and failure to comply with

the provisions of this Section within that period the owner, occupant or person having control of a building shall be deemed in violation. Each subsequent day shall constitute a separate violation.

k) Lighting. LED, neon tubing, and string lights that are being used as building accent lighting or window trimming are prohibited. String lights may be used as decoration around outdoor eating and drinking areas, parks, public spaces, or gathering areas.

l) Temporary Signs and Temporary Sign Permits.

1) **Temporary Sign Permits.** A temporary sign permit is not required for all temporary signs, unless specifically stated otherwise.

2) **Single-Family Residential Temporary Signs.** Each single-family residential property may display temporary signs per the following regulations:

A. Each parcel is limited to a maximum of three signs at any one time.

B. The maximum size of each sign is six square feet.

C. The maximum sign height is four feet.

D. Signs shall not be illuminated.

E. The display of Single-Family Residential Temporary signs shall be limited to 30 consecutive days in a given year.

~~1) **Garage Sale Signs.** A sign which advertises the sale of personal property such as a garage, yard, porch or moving sale sign provided that it is limited to one sign, not greater than four square feet (4 sq. ft.) in size and which sign is located on the sale premises for a time period not greater than two (2) consecutive days. Such signs shall not be located in a public right-of-way.~~

3) **Real Estate Signs.** Property or buildings for sale, rental, or lease are permitted to have a temporary sign subject to the following:

A. The maximum sign area is 32 square feet.

B. The maximum sign height is six feet.

C. One sign is permitted per street frontage.

D. Such signs may be temporary ground, wall, or window signs. Ground signs must be located a minimum of 10 feet from any public right-of-way.

E. Signs shall not be illuminated.

~~A.F.~~ Signs shall be removed following the sale, rental, or lease of the building or property.

~~B.—Signs that indicate the sale, rental or lease of a particular residential structure or single- or two-family residential land area, to be limited in size to six square feet (6), with one sign allowed per street front, except that a corner lot may have one such real estate sign~~

~~per street front. Such signs shall not be located in a public right-of-way, and shall not be illuminated. Signs advertising a single- or two-family residential structure or land area must be removed within fourteen (14) days after the sale, rental, or lease has occurred.~~

~~C.—Signs that indicate the sale, rental, or lease of a particular residential or non-residential undeveloped parcel over three (3) acres in area, multi-family, commercial structure or industrial land area, to be limited in size to thirty-two square feet (32 sq. ft.) in area and six feet (6') in height, with one sign allowed per street front. They shall be placed at least ten feet (10') from any public right-of-way, and shall not be illuminated. Individual tenant spaces within a parcel are allowed a window or wall sign.~~

~~D.—**Property Signs.** No trespassing signs or other such signs regulating the use of property, such as "Beware of Dog," or "No Hunting," etc., of no more than two square feet (2 sq. ft.) in size.~~

~~2)—**Security Signs.** A sign indicating that the property is protected by a security surveillance system of any nature.~~

~~4) **Community Events.** Signs for community events and programs which last for a time period of 30 days or less and which are sponsored by nonprofit, public, educational, religious and charitable organizations are subject to the following:~~

~~A. Signs for community events and programs which last for a time period of 30 days or less and which are sponsored by nonprofit, public, educational, religious and charitable organizations are subject to the following:~~

~~i. Signs may be displayed during the event for a period of ~~thirty~~(30) days immediately preceding the commencement of the event.~~

~~ii. One sign may be located at the site of the event, provided it does not exceed 32 square feet in size and six feet in height.~~

~~iii. All off-site signs must be located on private property with the permission of the property ~~owner, and owner and~~ may not exceed ~~16~~sixteen square feet (~~16 sq. ft.~~) nor six feet (~~6'~~) in height.~~

~~iv. Signs shall not be illuminated, and shall not create a safety or visibility hazard, nor be affixed to any public utility pole or tree or be located within a public right-of-way.~~

~~i.v. Each sign shall be placed at a different site and shall be removed not later than ~~forty-eight~~(48) hours after the scheduled activity.~~

~~B. If the program or event is for a continuing period of time in excess of ~~thirty~~(30) days, only one sign, not larger than ~~ten~~10 square feet (~~10 sq. ft.~~), is permitted and such sign must be located either at the site of the event or program or at the location of the sponsoring organization, unless otherwise approved by the Zoning Official.~~

~~5) **Construction Signs.** Properties or buildings that are under construction may have temporary signs that are subject to the following:~~

- A. Construction signs which display the identification of the contractors, architects and other construction principals and temporary development signs which shall include signs indicating or promoting the development of land, facilities, or structures. Construction and/or development signs shall not be illuminated. One sign is permitted. No more than one such sign shall be permitted per street frontage and such signs shall be installed on the property to which they refer. For sites having at least one hundred feet (100') of frontage on each of two public rights-of-way, a second sign may be permitted facing the second right-of-way if both signs comply with UDO requirements. The two signs shall be no closer than seventy five feet (75'). The distance shall be measured by drawing two straight lines from the edge of each sign, forming a 90-degree (90°) angle.
- B. Such signs shall be limited to ~~thirty-two~~32 square feet (32 sq. ft.) and six feet (6') in height ~~and . They~~ shall be placed at least ~~ten~~10 feet (10') from any public right-of-way.
- C. In residential subdivisions ~~that are under construction~~, development signs must be removed when ~~seventy five~~75 percent (75%) of the lots in the first subdivision phase have received ~~any~~ certificate of occupancy or the permanent subdivision sign has been erected.
- D. ~~For multi-family and non-residential developments, signs~~ For other than single-family residential development, development signs must be removed when more than ~~50~~fifty percent (50%) of the space is rented, sold or leased.
- E. Signs shall not be illuminated.
- ~~t) For construction signs in developed residential neighborhoods, such sign shall be limited to six square feet (6') and must be removed upon completion of construction or the commencement of occupancy, whichever event occurs first.~~
- 1)6) **Temporary Holiday Signs/Decorations.** Signs clearly in the nature of decorations customarily associated with any national, local, or religious holiday, ~~shall to~~ be limited to ~~sixty~~ (60) days in any one ~~(1)~~ year and to be displayed not more than ~~sixty~~ (60) consecutive days. Such signs must meet the sign area limitations of the applicable zoning district. Such signs may be illuminated provided that safety and visibility hazards are not created.
- 7) **Banners.** Professionally printed advertising banners that are a maximum size of 150 square feet are permitted provided that a temporary sign permit is obtained, they are attached at each corner, point, and/or end so as to prevent movement. Banners may be attached to ground signs within the frame, provided that they are attached at each corner, point and/or end so as to prevent movement. Only one banner is permitted per establishment. No business shall display such signs for more than 60 days within one calendar year per location. The date each sign is first displayed and the time period for which the sign will be displayed shall be legibly marked on the sign. The area of each banner shall not count toward the maximum sign area as specified in this Section.
- 2)8) **Temporary Window Signs.** Temporary window signs that are limited in size to ~~twenty-five~~25 percent (25%) ~~of of~~ the window area in which it is placed, and which are not

illuminated. Such signs may be placed only in ground floor windows where no other temporary signs are placed and be limited to only one sign per window. Such signs may be displayed not more than ~~one hundred twenty (120)~~ days per calendar year. ~~if they indicate or promote special sales or special occasions. The date upon which a temporary window sign is first displayed shall be legibly marked on the sign. It will be assumed that a sign has been displayed continuously from the date marked.~~ Merchandise ~~may be~~ displayed within individual store display windows does not count as signage.

~~3)9)~~ Other Types of Temporary Signs. Up to two temporary signs, which do not fall within any other category under this Section 1111.08(lf) and which are not greater than eight square feet ~~(8 sq. ft.)~~ in size, may be displayed on private property, with the permission of the property owner; provided any such sign shall not be displayed for longer than ~~thirty 30(30)~~ days in a given year. Temporary signs shall not be illuminated; and shall not create a safety or visibility hazard.

~~4)10)~~ General Restrictions for Temporary Signs:

A. No temporary sign shall be mounted, attached, affixed, installed or otherwise secured by any permanent means to any land, structure or other improvement.

~~B. Subject to the exemptions set forth in Section 1111.08(f) above, all temporary signs must be issued permits, in accordance with this Chapter, before they may be installed, erected, constructed or otherwise displayed.~~

~~C.B.~~ Subject to the other provisions of this Chapter, temporary signs advertising or otherwise directing viewers to a particular event shall be located at the site or location of the event being promoted or at the headquarters of an event sponsor.

~~D.C.~~ The date upon which a temporary sign is first displayed shall be legibly and permanently marked on the sign.

11) Prohibited Temporary Signs. The following types of temporary signs and advertising devices are prohibited.

A. Flutter flags

B. The use of any inflatable signs, air activated attraction devices, beacons and searchlights ~~is prohibited~~, except by special permit for specific events not to exceed ten (10) days in any twelve-month period.

C. ~~Portable signs, "A" or "T" frame signs, swinger message board signs, windblown signs, or any other type of sign which can be moved from one location to another without any change in its structural components or members, including trailer signs. Portable "A" frame (also known as sandwich board) signs, and swinger message board signs are permitted to be used with non-residential uses within the Downtown Districts; provided, however that such signs shall not exceed twenty four inches by thirty six inches (24" x 36").~~

D. Human signs

E. Snipe signsF. Vehicle signs

5)12) **Signs in the Public Right-of-Way.** No temporary signage shall be placed in the public right-of-way, unless specifically approved by the City Manager (regardless of whether such sign is exempt from sign permitting requirements under Section 1111.08(f) above). Temporary signs placed in the public right-of-way present an immediate distraction and hazard to traveling vehicles and pedestrians, and contribute to visual clutter, blight and litter throughout the community. In addition to other available enforcement action and penalties set forth in this Chapter, the following enforcement action and penalties shall apply to violations of this Section 1111.08(lg)(125):

- A. The Zoning Official shall cause prompt removal of the prohibited sign from the public right-of-way. Temporary signs removed from the public right-of-way may be disposed of in the City's discretion.
- B. Any person responsible for placing or maintaining a temporary sign in the public right-of-way shall be subject to the following graduated civil fines:
 - i. For the first offense, a fine of \$50.00;
 - ii. For the second offense, a fine of \$100.00;
 - iii. For the third offense, a fine of \$250.00; and
 - iv. For any subsequent offense, a fine of \$500.00.
- C. Each temporary sign placed in the public right-of-way in violation of this section shall be considered a separate offense.

m) **Nonconforming Signs and Illegal Signs.** The continuance of an existing sign that does not meet the regulations and requirements of this Section shall be deemed a nonconforming sign that shall terminate by abandonment, discontinuance, damage or destruction in accordance with this Section.

1) **Termination by Abandonment or Discontinuance.**

- A. A sign shall be considered abandoned or discontinued:
 - i. When the sign is associated with an abandoned or discontinued use.
 - ii. When the sign remains after the termination of a business. A business has ceased operations and terminated if it is closed to the public for at least ~~ninety (90)~~ consecutive days and no active building permit is on file for remodeling or reconstruction. Seasonal businesses are exempt from this determination.
- B. Abandonment shall be determined, based upon the above definitions, by the Zoning Official. When the Zoning Official finds, upon investigation, that a sign has been abandoned, he shall notify the owner of said sign, together with the owner of the land on which the sign is located, by certified mail, of ~~their~~his findings. Such notice shall

advised the owner(s) that the sign has been declared abandoned and must be removed within ~~thirty (30)~~ days. The owner may appeal such decision by the Zoning Official to the Appeals Board within ~~twenty (20)~~ days of receipt of the notice.

- C. If the abandoned sign is not removed as ordered and the owner has not filed an appeal within ~~twenty (20)~~ days to the Appeals Board, or if the sign is not removed within ~~ten (10)~~ days of notice to the owner of the Appeals Board's denial of the owner's appeal, the sign may be removed at the expense of the property owner. If the City is not reimbursed for such costs within ~~thirty (30)~~ days, the amount thereof shall be certified to the County Auditor for collection as a special assessment against the property on which the sign is located.
- D. Upon a finding that the signage is abandoned, the right to maintain and use such sign shall terminate immediately.

2) Termination Due to Damage, Destruction, or Relocation

- A. A sign which is damaged or destroyed, by any means, to the extent of more than ~~fifty 50~~ percent ~~(50%)~~ of the cost of replacement of such sign, it shall not be reconstructed except in conformity within the provisions of this UDO.
- B. A nonconforming sign shall not be structurally relocated unless it is brought into compliance with the provisions of the sign requirements and standards of this UDO. Should any relocation take place without being brought into compliance, the sign shall be deemed an illegal sign.

3) Maintenance of Nonconforming Signs. A nonconforming sign shall be maintained as required in accordance with the following provisions:

- A. All signs, together with all supports, braces, guys and anchors shall be kept in repair and in proper state of preservation. The display surfaces of all signs shall be subject to periodic inspection.
- B. Every sign and the immediately surrounding premises shall be maintained by the owner or person in charge thereof in a clean, sanitary and inoffensive condition free and clear of all obnoxious substances, rubbish and weeds.
- C. Should any sign be or become unsafe or in danger of falling, the owner thereof and/or the owner of the land on which such sign is located shall proceed at once to put such sign in a safe and secure condition or shall remove the sign.
- D. When the Zoning Official or ~~their~~his designee finds, upon investigation, that a sign is unsafe or unsound structurally, he shall notify the owner of said sign, together with the owner of the land on which the sign is located, by certified mail of ~~their~~his findings. Such notice shall advise the owner that the sign has been declared unsafe and/or structurally unsound, and must either be repaired or removed (as determined by the Zoning Official in ~~their~~his discretion) with ~~ten (10)~~ days. The owner may appeal such decision by the Zoning Official to the Appeals Board within ~~ten (10)~~ days of receipt of the notice.
- E. If an unsafe, or structurally unsound sign is not repaired or removed as ordered by the Zoning Official, and the owner has filed an appeal within ~~ten (10)~~ days to the Appeals

Board, or if the sign is not repaired or removed within ~~ten~~(10) days of the Appeals Board's decision denying the owner's appeal, the sign may be removed by the City at the expense of the sign owner and/or underlying property owner. If the City is not immediately reimbursed for such sign removal costs, the City may pursue collection of its costs in any lawful manner.

n) Enforcement

- 1) If any sign is installed, erected, constructed or maintained in violation of any provision of this section, except for nonconforming signs in compliance, the Zoning Official or ~~their~~his designee shall notify the owner or user thereof to comply with the provisions of this section by certified mail, personal service, or as otherwise allowed by law.
- 2) If the owner or user fails to comply with such notice, and the owner has not requested an opinion as to the existence of the violation from the Appeals Board, or, if after a reasonable search, the owner cannot be found, the Zoning Official or ~~their~~his designee shall cause such graphic or such portion thereof as is constructed or maintained in violation of this Section to be taken down, the expense of which shall be paid by the owner or user.
- 3) Unless clearly specified otherwise, the property owner will be considered to be the presumptive owner of said sign. However, nothing herein contained shall prevent the Zoning Official or ~~his~~their designee from adopting such precautionary measures as may seem to him necessary or advisable in case of imminent danger to place the graphic in safe condition, the expense of which shall be paid by the owner of the premises or recovered against him in the manner as further described in this section.
- 4) No owner or person in charge, possession or control of the sign(s) shall fail to comply with the notices provided in within five ~~(5)~~ days of mailing of the notice. No owner or person in charge, possession or control of permanent signs shall fail to comply with the notices provided within ~~twenty-one~~(21) days of mailing of the notice.
- 5) If a violation of a provision of this section is repeated within ~~ninety~~(90) days of a previous violation of the same provision of this Section by the owner or user subject of the previous violation on the same property as the previous violation, such sign may be seized immediately and a charge assessed for removal without additional notification.
- 6) Fees for removal shall be immediately due and payable to the City. Notice of such assessment shall be given to the owner or user by mailing such notice to the address utilized by the County Treasurer for tax billing purposes. All assessments not paid within ~~ten~~(10) days after such mailing shall be subject to collection by the City in any lawful manner
- 7) The City may also collect such costs together with interest through a civil action in the appropriate court of law having jurisdiction thereof and seek such additional orders from a court of competent jurisdiction as may be necessary from time to time in order to enforce the provisions of this section.

o) Penalties

- 1) Any person, firm, corporation, partnership, or association violating any provision of this Section or failing to obey any lawful order issued pursuant to its terms shall be charged with a minor misdemeanor offense and fined not less than \$75.00. Each day during which such violation continues may be deemed a separate offense.

- 2) An organization may be charged and found guilty of a violation of a provision of this Section under any of the following circumstances:
- A. The offense is committed by an officer, agent or employee of the organization acting in or on its behalf and within the scope of ~~their~~~~his~~ office or employment.
 - B. The offense consists of an omission to discharge a specific duty imposed by law on the organization.
 - C. If, acting with the kind of culpability otherwise required for the commission of the offense, its commission was authorized, requested, commanded, tolerated or performed by the board of trustees, partners or by a high managerial officer, agent or employee acting in behalf of the organization and within the scope of ~~their~~~~his~~ office or employment.



To: Planning Commission Members

From: Liz Fields, AICP, Planner

Meeting Date: December 11, 2024

Amendments to the Municipal Code

The City of Franklin is proposing amendments to the City's Municipal Code Chapter 1103 of the Municipal Code. The City is requesting that the Planning Commission approve a motion to initiate a text amendment to the City's Unified Development Ordinance (UDO) under Section 1115.04 of the Unified Development Ordinance at this time.

New sign types and definitions will be in red while existing sign types and definitions will be in black. If text is struck through, that means that the language is proposed to be removed from the UDO.



Awning Sign. A sign that is mounted on or painted on an awning.



Banner Sign. A sign on a lightweight fabric, or similar non-rigid material that is attached by at least two corners of such sign, to a building or structure. Flags of any country, state, unit of local government, institution of higher learning, or similar institution area not considered to be banners. A non-rigid cloth, plastic, or canvas SIGN typically related to a special event or promotion. National FLAGS, state or municipal FLAGS shall not be considered banners, nor shall the official FLAG of any institution or business be considered a banner.



Bench Sign. Any sign painted on, located on, or attached to any part of a surface of a bench, seat, or chair placed on or adjacent to a public roadway.



Billboard Sign. An off-premise, outdoor ~~SIGN~~ sign exceeding 50 square feet in area. Billboards are prohibited under this UDO.

~~**Business Sign.** A SIGN directing attention to a business, product, service or activity conducted or sold on the LOT where the SIGN is displayed.~~



Canopy Sign. A sign that is mounted on or painted on an attached canopy. A SIGN directing attention to a business, product, service or activity conducted or sold on the LOT where the SIGN is displayed that is mounted on a MARQUEE, attached to or printed on the fascia or valence of a CANOPY or MARQUEE, or hanging from the soffit (i.e. underside) of such structure.

~~Changeable Copy Sign (mechanical or electronic). A SIGN, or portion thereof, on which characters, letters, or illustrations are changed mechanically or electronically in the field without altering the face or surface of the SIGN, including without limitation, an electronic or mechanical message center.~~



Construction Sign. A sign that is located on a lot that has active construction. A SIGN directing attention to CONSTRUCTION upon property where the SIGN is displayed, and bearing the name, address, sub lot number or other identifier of the contractor.



Directional Sign. A SIGN sign intending to direct the safe flow of vehicular and pedestrian traffic, including, but not limited to, "enter," "exit," "one way" and "narrow" signs.



Electronic Message Center. A sign that is capable of displaying words, symbols, figures, or images that can be electronically changed by remote or automatic means. May also be known as a variable message sign or a LED sign.



Flutter Flag. A tall, narrow, vertical flag that is designed to flutter in the wind and attract attention.



Governmental Flags. Flags of any country, state, or unit of local government.



Ground Sign. A ~~PERMANENT SIGN~~ supported by one or more poles, posts or braces permanently anchored or secured to the ground. Such ~~SIGNS~~ shall be flush with the base, which shall be brick or concrete, and shall not exceed four feet (4') in height from the ground to the top of the SIGN, as measured from the ~~GRADE~~. ~~PERMANENT RESIDENTIAL SUBDIVISION OR PLANNED UNIT DEVELOPMENT IDENTIFICATION SIGNS~~ shall be ground signs.

A sign supported by one or more uprights, posts, or bases, in or upon the ground and not attached to any part of a building.



Human Sign. A sign that is worn (including costumes) or held by a human for temporary commercial advertising or other promotional purposes.



Identification Sign. A **sign** SIGN, other than a NAMEPLATE SIGN, indicating the identity or name, whether through logo, type, graphics or other symbols, address and activity occupying the **building** BUILDING, store, service or establishment.



Inflatable Sign. Any sign or device that is capable of being expanded.

Informational Sign. A ~~SIGN~~ conveying a message relative to a danger or hazard existing on the property, or indicating a condition on the property that requires the exercise of ordinary due care, or providing public safety information, or other public information.

~~**Informational Window Sign.** Window signage with a total area of four square feet (4 sq. ft.) or less and bearing only information about entry and exit, business hours, authorized service representative information and/or discount and credit systems accepted in that establishment.~~



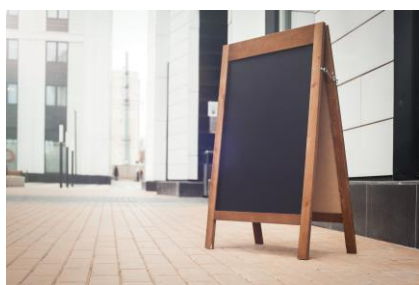
Manual Changeable Copy Sign. A SIGN, or portion thereof, on which characters, letters, or illustrations are changed manually in the field without altering the face or surface of the SIGN, including without limitation, a reader board with changeable letters.



~~**Marquee Sign.** A sign SIGN attached to or constructed in a marquee MARQUEE.~~

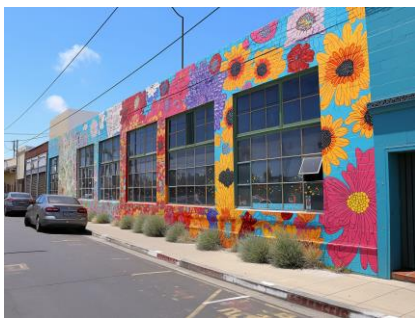


~~**Menu Board.** Any signage pertaining to items, goods, or services offered by a drive-through business. A permanently mounted SIGN displaying the bill of fare for a RESTAURANT, FAST FOOD RESTAURANT or instructions or services for other drive thru or drive-in establishments.~~



~~**Mobile or Portable Sign.** Any sign which is not permanently affixed to the ground or a building in accordance with the provisions of the building code of the city or any sign which is intended to be moveable or capable of being moved from place to place, whether or not wheels or other special supports are provided. Mobile or portable signs include but are not limited to "A" or "T" frame signs, swinger message board signs, windblown signs, trailer signs or any other type of sign which can be moved from one location to another.~~

~~**Monument Sign.** A PERMANENT SIGN supported by one or more poles, posts or braces permanently anchored or secured to the ground. Such signs shall be flush with the base, which shall be brick or concrete, and shall not exceed six feet (6') in height from the ground to the top of the sign. Such signs shall be measured from the GRADE, not any mounding.~~



Mural. Any mosaic, painting, or graphic art or combination thereof which is professionally applied to a building.

~~**Nameplate Sign.** A SIGN indicating the name, address and profession of the individual or individuals residing on the premises, or legally occupying the premises, or indicating a HOME OCCUPATION legally existing on the premises in a residential ZONING DISTRICT.~~



Organizational Flags. Flag for private or non-profit organizations.

~~**Permanent Residential Subdivision or Planned Unit Development Identification Signage.** Those signage features specifically relating to the denotation of a major entrance or entrances to a residential SUBDIVISION (See also GROUND SIGN).~~

Permanent Sign. A SIGN designed or intended to be used indefinitely, or used indefinitely without change in the same state or place, and includes canopy/marquee/awning signs, directional signs, electronic message centers, ground signs, manual changeable copy signs, menu boards, murals, projecting signs, residential development identification signs, wall signs, and window signs. ~~BUSINESS SIGNS, CANOPY/MARQUEE SIGNS, CHANGEABLE COPY SIGNS, DIRECTIONAL SIGNS, GROUND SIGNS, ILLUMINATED SIGNS, IDENTIFICATION SIGNS, MEMORIAL SIGNS, MONUMENT SIGNS, PROJECTING NAMEPLATE SIGNS, SHINGLE SIGNS, WALL SIGNS and certain WINDOW SIGNS.~~

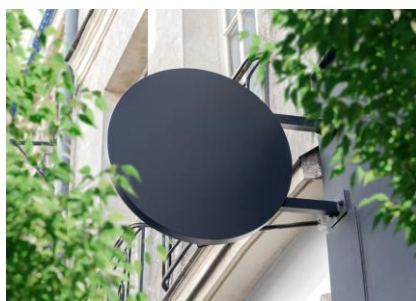


Pole Sign. A ~~sign~~ SIGN supported by one or more poles, posts or braces permanently mounted on or in the ground that exceeds six feet (6') in height. Pole signs are not permitted under this UDO, except when approved in the Highway Sign Overlay District.



Public Sign. Signs required or authorized for a public purpose by any law, statute or ordinance, such signs to include traffic control devices provided that such signs contain no supplementary advertising, and any identification of display of any official court or public office notices thereof, or any flag, emblem, or insignia of a nation, political unit, school or religious group.

Political Sign. A SIGN that advocates for or against the election of a candidate, recall or retention of an officeholder, passage or defeat of a ballot measure, or that solicits signatures for initiative, referendum or recall petitions.



Projecting Nameplate Sign. A sign affixed to any party of a building or structure which extends beyond the building or structure by more than four feet. A SIGN indicating only the name and/or address of a business or occupant(s) that extends outward, perpendicular to the BUILDING face, not more than four feet (4') beyond the BUILDING and not less than eight feet (8') above the sidewalk or ground level.



Real Estate Sign. A ~~sign~~ SIGN announcing the sale, rental or lease of the ~~lot~~ LOT where the sign is displayed, or announcing the sale, rental or lease of one or more ~~structures~~ STRUCTURES, or a portion thereof, located on such ~~lot~~ LOT, and indicating the owner, realty agent, telephone number or "open house" information.



Residential Development Identification Sign. A sign at the entrance of a residential neighborhood identifying the neighborhood.



Revolving Sign. A sign which in its entirety or in part moves in a revolving manner. A SIGN that revolves three hundred sixty degrees (360°) but does not exceed eight (8) revolutions per minute.



Roof Sign. A sign erected upon or above a roof or parapet wall of a building, which sign is wholly or partially supported by such building. Roof signs are prohibited under this UDO.

Security Sign. A SIGN indicating that the property is protected by a security surveillance system of any nature.

Shingle Sign. A SIGN supported by one or two poles, measuring not more than four feet (4') from the ground to the top of the sign or STRUCTURE. The shingle is a small IDENTIFICATION SIGN, exceeding not more than two square feet (2 sq. ft.) in area, and shall denote only the name, occupation of the professional occupant of the BUILDING, and shall not be illuminated.



Snipe Sign. A sign that is posted, tacked, nailed, pasted, glued, or otherwise attached to trees, utility poles or structures, street lights, fences, or any other object on public property or within the public right-of-way.



Streamer. Any lightweight plastic, fabric or other material, whether or not containing a message of any kind, suspended from a rope, wire, string or cord, usually in series, designed to move in the wind. A streamer may have **pennants** ~~PENNANTS~~ and/or **banners** ~~BANNERS~~ attached.



Temporary Sign. A sign that is neither permanently anchored to the ground, nor permanently affixed to a structure, or mounted on a chassis, and/or is intended for a limited period of display. ~~A SIGN announcing or advertising special events or sales, intended to be used and in fact used for a time period of sixty (60) days or less within one calendar year per location.~~



Vehicle Sign. A sign that is attached to or painted on a vehicle that is parked on or adjacent to any property, the principal purpose of which is to attract attention to a product sold or business located on the property.



Wall Sign. A SIGN attached to a BUILDING face, with the exposed face thereof in a plane parallel to the plane of the wall. Wall signs include painted murals, messages, graphics and other designs painted along with any letters or numerals mounted on BUILDINGS and any extensions thereon.



Window Sign. A SIGN, graphic, poster, symbol or other identification or information about the use or premises which is physically affixed to or painted on the glass or other structural component of the window or a SIGN, graphic, poster, symbols, or other identification or information about the use or premises erected on the inside of the BUILDING within two feet (2') of the window and intended to be viewed through the window from the exterior of the premises.



PLANNING COMMISSION STAFF REPORT

To: Planning Commission Members

From: Liz Fields, AICP, Planner

Meeting Date: December 11, 2024

PC 24-21 Amendments to Municipal Code

Project Overview: The City of Franklin is requesting an amendment to the City’s Municipal Code Section 1105.09 Fees.

Comments: The City of Franklin is proposing an updated fee schedule for the city’s planning and zoning related applications. The city’s current fees were reviewed against peer cities to determine if the fees were generally lower or higher. Overall, Franklin’s fees are lower than most, if not all, of the other communities that were reviewed (Lebanon, Middletown, Mason, etc.).

 The proposed fee increases will remain equal to or less than the peer cities to ensure that Franklin’s fees are fair to the residents and developers that work within the City of Franklin.

Recommendation: Staff recommends that the Planning Commission forward a recommendation of approval of the amendments to Section 1105.09 Fees of the City’s Municipal Code.

1105.09 Fees

Section 7, Item D.

The Zoning Official shall collect fees, according to the following schedule, from all applicants requesting the following:

Accessory Use and Structure Permits	
Accessory Structures/Sheds	\$50.00
Antenna and Antenna Towers	\$50.00
Decks, Patios, Porches & Balconies	\$50.00
Dish-Type Satellite Signal Receiving Antennas	\$50.00
Fences & Walls	\$50.00
Garages/Carports/Barns	\$50.00
Gazebos, Trellises & Other Open-Sided Structures	\$50.00
Swimming Pools & Hot Tubs	
Above Ground	\$50.00
In-Ground	\$50.00
Appeals	\$200.00 \$150.00
Certificates of Zoning Compliance	\$50.00
Conditional Use Permits	\$500.00 \$150.00
Construction Plans	\$300.00
Final Plat Amendments	\$150.00
Floodplain Overlay District Permit	\$150.00
Major Site Plan	\$500.00 \$400.00*
Minor Site Plan	\$200.00 \$100.00
Major Subdivision (per Preliminary and per Final Plat)	\$500.00 \$300.00 + \$10.00 per lot
Minor Subdivision	\$150.00
Nonconforming Use - Substitution or Extension	\$150.000
Planned Unit Overlay District (PUD)	\$200.00*
PUD Preliminary Development Plan	\$1,000.00 \$600.00* + \$10.00 per lot or unit for residential uses and \$50 per acre for nonresidential uses - site plan (maximum fee \$5,000.00)
PUD Final Development Plan	\$500.00 \$300.00*
Planned Residential Conservation District (PRCD)	
PRCD Preliminary Development Plan	\$600.00* + site plan \$1,000.00 + \$10.00 per lot or unit for residential uses
PRCD Final Development Plan	\$300.00* \$500.00
Rezoning (Text or Changes to the Zoning Map)	\$500.00 \$150.00
Sign Permits	

- New Sign	\$100.00 for 1st sign	Section 7, Item D.
Each Additional Sign	\$25.00	
- Replacement of existing sign face (for sign that already has a sign permit)	\$50.00	
Similar Uses, Determination of	\$100.00	
Stormwater Management Plan and Site Development Plan Review	\$300.00*	
Temporary Certificates	\$50.00	
Telecommunications Overlay District Special Permit	\$200.00*	
Variances	\$200.00 \$150.00	
Well Field Protection Overlay District Permit	\$200.00*	

When the applicant submits an application for more than one permit and/or approval, and the applications are substantially the same, the City Manager, in his sole discretion, may waive all or part of any fee herein required.

*Any additional costs above the established application fee shall be borne by the applicant at a rate equal to the actual costs to the City.

(Ord. 2009-11. Passed 7-6-09; Ord. 2014-07. Passed 7-7-14.)

HISTORY

Amended by Ord. [2022-12](#) on 5/2/2022

Amended by Ord. [2023-07](#) on 4/3/2023

Amended by Ord. [2024-XX](#) on XXXX