



SIGNS

Sign Overview, Banner, Special Events,
Sign Permit Application, Roadway
Banners, ODOT Application, PGE
Application, LOC 47.03



Department of Planning and Building Services
380 A Avenue
PO Box 369
Lake Oswego, OR 97034
503-635-0270
www.ci.oswego.or.us

SIGNS – PERMANENT, TEMPORARY & BANNER

The Sign Code (LOC Chapter 47) allows temporary and permanent signs to be displayed in the City. The purpose of the Sign Code is to ensure that signs are constructed, erected and maintained in a safe manner that does not create visual distractions for motorists. It also helps our community maintain a neat, clean, orderly and attractive appearance. This handout gives an overview of some of the regulations of the Sign Code.

WHAT IS A SIGN?

The definition of a sign is very broad. A sign is any “device, structure, or fixture which incorporates graphics, symbols, or written copy visible to the public...(which is) intended to communicate information.”

SIGN CONSULTATION SERVICE

The Sign Code can be very complex. The allowable sign type, color, size and placement can vary based on the zoning of a property, the size of the property, and the design of the existing building(s) and sign(s) on or adjacent to the property. In addition, certain properties may have sign programs that were adopted as part of the original development of the site. **Before designing your permanent, temporary, incidental or banner sign, please consult the Planning and Building Services Department. This consultation is free and is intended to help business owners save time and money.**

PERMANENT SIGNS

Generally, a sign permit and fee are required for permanent signs installed in both residential and non-residential zones. While a sign permit is also required for a change of copy, there is no fee if there has been no change of use, occupancy, or ownership. Permanent signs must be designed to be compatible with other nearby signs, other elements of street and site furniture, and with on-site and adjacent structures. Compatibility is determined by the relationships of the elements of form, proportion, scale, color, materials, surface treatment, overall sign size and the size and style of lettering. Please refer to LOC 47.10.

INCIDENTAL SIGNS

In each zone, permanent incidental signs are allowed without a permit or fee. These include public signs, signs cut into masonry, flags displayed from a flagpole, and other small signs placed on a property, on a building or in a window. Size limitations apply - please refer to LOC 47.06.205. These signs must also meet the compatibility standard as described above.

TEMPORARY SIGNS

Temporary signs are allowed in all zones with limits on the size, placement, duration and manner in which a sign is displayed; generally, there is no permit or fee required. Temporary signs can include window signs, signs attached to the side of a building, and signs attached to stakes and driven into the ground. Please refer to LOC 47.08.300 for regulations on the time, place and manner for temporary signs. Temporary signs that advertise a special event or store opening, such as a banner, require a Temporary Sign Permit and fee.

PORTABLE SIGNS (A-FRAME OR “SANDWICH BOARD” SIGNS, ETC.)

This type of temporary sign is only allowed under the following restrictions (1) only on Sundays between 8 a.m. and 6 p.m., (2) only in residential zones, and (3) only in the public right-of-way. LOC 47.08.300(2)(c) describes in detail the restrictions on placement, contact information, design and size of these signs. Improperly placed portable signs are subject to collection and retrieval, as described below. Please also refer to “Temporary Signs in the Right-of-Way” brochure.



TEMPORARY SIGN COLLECTION AND RETRIEVAL

The Sign Code prohibits signs that extend into or over the public right-of-way (except for over-the-street banners and A-frame signs, as described in this handout). The following guidelines generally are used to determine the location of the public right-of-way. All signs should be placed behind these items and on private property.

- Water meters, utility boxes, utility lines/overhanging wires
- Traffic signals, traffic signs, street lights, fire hydrants
- Road medians and landscape islands
- Sidewalks and streets unless posted as private
- Property pins noting the edge of the public right-of-way.

Signs placed in the public right-of-way, other than those allowed above, are subject to removal, retrieval fees, and/or a Notice of Civil violation, citation and fine.

OVER-THE-STREET BANNERS

Special event sign banners are temporary banners that are hung over the roadways to advertise upcoming events in or near Lake Oswego. Pole locations for these banners are along State Street and Boones Ferry Road. Permission from ODOT, PGE and/or Qwest is required prior to submitting the Temporary Sign application and fee to Lake Oswego’s Planning and Building Service Department. Please visit the following link for contact information and procedures for applying for a temporary over-the-street banner: <http://www.ci.oswego.or.us/plan/Signs/SpecialEventSignBanners.htm>

Note: This handout summarizes only portions of the Sign Code and is intended to be used solely as an informal discussion document. As such, it should not be relied on as a guarantee that a particular sign could be approved or denied. Please refer to Chapter 47 of the Lake Oswego Development Code for the original code sections and contact the Planning and Building Services Department of the City of Lake Oswego for more information.

VIOLATIONS



Authorized temporary signs in the ROW must be A-Frames. The signs above and below were removed.



This sign was removed because it was located in the roadway.



This sign was removed because it was not placed at least 5 feet from the edge of the roadway.



This sign was removed because it did not provide a 5-foot wide pedestrian zone.



This sign was removed because it is not located in a residential zone.



This sign was removed because it obstructs the area between the pedestrian curb ramp and the property line.



This sign was removed because it was located in a median.

TEMPORARY SIGNS IN THE RIGHT-OF-WAY

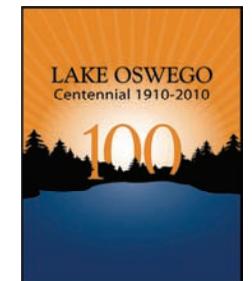


For more information contact:

City of Lake Oswego
Planning and Building Services
Department

380 A Avenue
Post Office Box 369
Lake Oswego, OR 97034

Phone: 503-635-0270
Fax: 503-635-0269



City of Lake Oswego
380 A Avenue
Lake Oswego, OR 97034
www.ci.oswego.or.us

Temporary Signs in the Right-of-Way

Prior to 2002, temporary signs were not allowed in the public rights-of-way (ROW) in Lake Oswego. After discussions with the real estate industry, the Sign Code (Chapter 47 of the Lake Oswego Code) was amended to allow temporary signs in the ROW only under very limited circumstances. In an effort to protect the health, safety, property and welfare of the public and to minimize adverse safety impacts to travelers, the City collects temporary signs that are improperly placed in the ROW. Improperly placed signs may also be subject to Notice of Civil Violation and fines. These efforts help provide an attractive, clean and orderly appearance of the community. The regulations below summarize the conditions under which temporary signs can be placed in the ROW.



What types of temporary signs are allowed in the ROW? Only A-Frame signs which are not attached to the ground or to a structure are allowed in the ROW. Signs attached to utility poles and stop signs, for example, or signs driven into the ground on a stake are prohibited.

What size of portable sign is allowed in the ROW? A portable sign can be no larger than 5 square feet in area (counting one side of the sign), and can be no taller than 30 inches (including legs).

When are portable signs allowed in the ROW? Temporary signs in the ROW are only allowed on Sundays between the hours of 8 a.m. and 6 p.m.

In what zones are portable signs allowed? Temporary signs in the ROW are only allowed in the following residential zoning districts: R-0, R-2, R-2.5, R-3, R-5, R-6, R-7.5, R-10, R-15, DD (Old Town), and WR (Waterfront Cabana). Temporary signs are not allowed in other zones.

Do I have to notify the abutting property owners/residents before placing a portable sign in the ROW? Yes. You must make a good faith effort to obtain permission from the abutting property owner/resident prior to placing a sign in the ROW. If you are unable to contact the property owner, you must leave written notice at the residence that includes your name and contact information, and a description of the efforts taken to contact the property owner. A property owner may take down and lay flat any portable sign that he/she did not give permission to place in the ROW abutting his/her property. [Please refer to Section 47.08.300(2)(c) for the specifics regarding property owner notification.]

In addition, each portable sign in the ROW must include the sign owner's name, address, and telephone number where the sign owner can be contacted during the time the sign is displayed.

Do portable signs in the ROW have to advertise a house for sale or lease? No, the Sign Code is content neutral. Anything can be advertised on a temporary A-frame sign.

Can I place a temporary A-Frame sign on private property? No, except that a temporary A-frame sign can be placed on the driveway serving the property owned or controlled by the person placing the sign.

Where can temporary portable signs be placed? Portable signs placed in the ROW must meet the standards below. Portable signs must:

- Be placed entirely outside of the paved roadway and any shoulder.

- Be placed entirely outside the area of a ROW between the lines created by extending the edges of any curb ramp to the property line.
- Where no curb exists, be placed at least 5 feet from the roadway.
- Not obstruct a continuous through pedestrian zone of at least 5 feet in width.
- Not obstruct pedestrian and wheelchair access from the sidewalk to transit stop areas, disabled parking spaces, or building exits including fire escapes.
- Not be placed in a median, traffic island, or other area within the roadway.
- Not be placed in parking spaces or bicycle paths.
- Not be placed on any driveway, with the exception of the driveway that serves property owned by the person placing the sign.
- Not be placed in any portion of the ROW abutting real property owned or controlled by the City or another public agency.

If my sign is collected by the City, how can I retrieve it?

The City only keeps the temporary signs that are collected for 30 days. Please follow these steps to retrieve your sign from the City:

- (1) See the Planner on Duty to identify your sign in the City's log book.
 Planning Division, City Hall
 380 A Avenue, Lake Oswego
 503-635-0270
 Hours: 8 am to 4 pm, M, T, Th and F
 8 am to 2:30 pm, W

- (2) Pay the retrieval fee per sign.
- (3) Call the Maintenance Division to schedule a pick-up time to retrieve your signs.
 City Maintenance Division
 5705 Jean Road, Lake Oswego
 503-635-0280
 Hours: Vary by season, please call
- (4) Present your receipt to Maintenance to exchange for your sign(s).

Interactive Zoning Map

The Interactive zoning Map can provide clues as to the general location of the public rights-of-way near your home by showing a view of surrounding property boundaries overlaid on an aerial map. (Please note that this is not a substitution for a survey of a property and is intended for use only when detailed information is not required.) This map can be accessed from the Map Center on the Engineering Web page, under "On-Line Maps." Visit the On-Line Maps page at this address:

www.ci.oswego.or.us/engineer/online_maps.htm

Note: This brochure summarizes portions of the Lake Oswego Sign Code and is intended to be used solely as an informal discussion document. As such, it should not be relied on as a guarantee that a particular sign placement is permitted or prohibited. Please refer to Chapter 47 (Sign Code) of the Lake Oswego Code for the original code sections and contact the Planning and Building Services Department of the City of Lake Oswego for more information.



SIGN PERMIT APPLICATION

Permit No. _____
 Fee: _____
 Records Fee: _____
 Receipt No.: _____
 Date: _____

1. Sign Location (Address) _____

2. Business Name _____ Bus. Lic. # _____
 Business Owner's Name _____ Phone _____
 Business Address _____

3. Property Owner _____ Phone _____
 Address _____

4. Sign Company _____ Bus. Lic. # _____
 Address _____ Phone _____

5. Application for Permanent Sign New Sign Temporary Sign Face Change

6. Type of sign	Number	Size (H) X (W)	Sq. Ft.	Total Height	Illumin. Type	Letter Size	Letter Color
a) Monument	_____	_____	_____	_____	_____	_____	_____
b) Sign Band	_____	_____	_____	_____	_____	_____	_____
c) Wall	_____	_____	_____	_____	_____	_____	_____
d) Complex	_____	_____	_____	_____	_____	_____	_____
e) Marquee/Awning	_____	_____	_____	_____	_____	_____	_____
f) Overhanging/Blade	_____	_____	_____	_____	_____	_____	_____
g) Banner	_____	_____	_____	_____	_____	_____	_____
h) Window (EC)	_____	_____	_____	_____	_____	_____	_____
i) Cornice (EC)	_____	_____	_____	_____	_____	_____	_____
j) Sign above Cornice (EC)	_____	_____	_____	_____	_____	_____	_____
k) Other	_____	_____	_____	_____	_____	_____	_____

NOTE: Illuminated signs require electrical permits. Apply at the Building Division for an electrical permit.
 Is an electrical permit needed? NO ___ YES ___ Electrical Permit # _____

I agree to erect said sign in accordance with the above description and approved plans, and in accordance with the Sign Ordinance of the City of Lake Oswego (LOC Chapter 47). **I consent to an on-site inspection by an employee(s) of the City of Lake Oswego. (Restrain your dog on inspection day.)**

Applicant's Name (Print) _____ Phone _____
 Applicant's E-mail _____
 Applicant's Signature _____ Date _____
 Property Owner Signature _____ (attach proof if agent) Date _____
 Business Owner Signature _____ Date _____

OVER

7. Attach illustration of proposed sign.

PROPOSED SIGN drawn to scale and dimensioned*, showing (as applicable) :

- _____ Total Height from ground
- _____ Width
- _____ Square Footage
- _____ Thickness
- _____ Size and style of letters
- _____ Color
- _____ Type of illumination
- _____ Materials

8. Attach site plan showing location of proposed sign and all existing signs on site.

SITE PLAN and/or BUILDING ELEVATION PLANS drawn to scale and dimensioned*, showing:

- _____ Existing structures
- _____ Driveways
- _____ Street and right-of-way
- _____ Existing signs
- _____ Proposed sign
- _____ Vision clearance
- _____ All incidental signs

* One copy of all materials needs to be submitted in 8 1/2" X 11" format.

STAFF USE ONLY

Staff _____

Approved/Denied Date _____

Site Plan Included Y/N

Revocable Right-of-way Permit Required Y/N

Sign Illustration Y/N

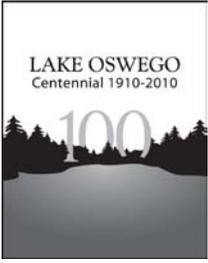
Electrical Permit Required Y/N

Zone _____

Inspection Date _____

Vision Clearance _____

Notes _____



SIGN PERMIT APPLICATION BANNERS OVER STATE STREET

Permit No. _____

Fee: _____

Receipt No.: _____

Date: _____

1. Applicant Name _____
Contact Name _____
Address _____

2. Display Dates Requested _____

- Banners are hung and taken down on Mondays only.
- Banners may be displayed for a maximum of one week from April through August.
- Banners may be displayed for a maximum of two weeks from September through March.
- Display dates can be reserved up to six months in advance.

3. Banner Dimensions (height x width) _____

- Maximum dimensions are 3 feet tall by 30 feet wide.

4. Completion Checklist (all items must be attached before display dates can be reserved)

- ____ Oregon Department of Transportation (ODOT) approval
- ____ Portland General Electric (PGE) approval
- ____ Proof of liability insurance
- ____ Drawing of banner including dimensions

Please note:

- A City of Lake Oswego Special Events Permit is required for some events. Please check www.ci.oswego.or.us/SpecialEvents for details.
- The applicant must deliver the banner and sign permit card to the City Maintenance Shop (5705 Jean Road) at least one week prior to the display period.

Applicant's Name (Print) _____

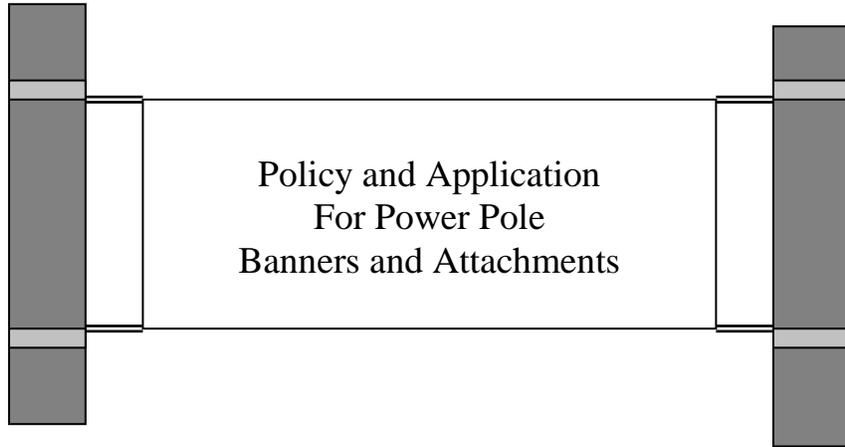
Phone _____

Applicant's Signature _____

Date _____

STAFF USE ONLY	
Staff _____	Approved/Denied Date _____

PORTLAND GENERAL ELECTRIC



Prepared by

**Portland General Electric
Utility Asset Management
And
Public Policy**

Updated January 18, 2012

A Policy That Supports Your Community

Every year, Portland General Electric (PGE) receives numerous requests to install banners, floral baskets, holiday decorations and other attachments to PGE power poles. As a member of your community, PGE supports local non-profit activities that promote neighborhood beautification, cultural and historical events, community spirit and public involvement. We recognize that power pole attachments play an important role in such community activities, and we look forward to working with you to make these events a success. *However, PGE reserves the right to reject any application for use of its power poles for any reason or to change or withdraw or remove the approved attachments at any time after the installation. PGE will not approve attachments of a political or religious nature, or whose primary purpose is marketing on behalf of a for-profit organization.*

This booklet explains PGE's policy on approving these attachments on a "first come, first serve" basis. It outlines requirements needed for personal and public safety as well as protection of PGE property. The booklet includes an application form and indemnification agreement, which you must submit when requesting approval to install attachments to PGE power poles.

Please note the Oregon Revised Statute (listed below) pertaining to preferences and prejudices in the use of utility poles. **The Customer recognizes that banners or attachments that promote any measure, issue or candidate that is or may be brought before the electorate is prohibited under this agreement.**

If you have any questions or comments about PGE's policy on power pole attachments, please contact PGE Utility Asset Management at 503/672-5552.

ORS 757.325 *Undue preferences and prejudices.*

- (1) No public utility shall make or give undue or unreasonable preference or advantage to any particular person or locality, or shall subject any particular person or locality to any undue or unreasonable prejudice or disadvantage in any respect.
- (2) Any public utility violating this section is guilty of unjust discrimination.

Summary of Application Process

To receive permission to install attachments on PGE power poles, carefully follow the steps below.

- _____ Read this booklet and become familiar with the types of poles, attachments and hangers that are permitted; the procedures for notification, installation and removal; and the insurance and indemnification requirements.
- _____ **Submit this checklist and application at least four weeks prior to installation.**
- _____ Complete the enclosed Pole Attachment Application Form. Applicant is required to include the pole identification numbers and map numbers, a map indicating the location and cross streets of the poles, the number and type of attachment(s), and the type of hanger(s).
- _____ Complete and sign the enclosed Permit and Indemnification Agreement. You will need to enclose a copy of the banner showing the wording, and the height and width.
- _____ Provide a Certificate of Insurance naming PGE as an additional insured. See paragraph 3 of the Permit and Indemnification Agreement. Please note that PGE cannot modify these requirements for any reason.
- _____ Obtain appropriate permits from the government agencies (city, county, Oregon Department of Transportation) that have jurisdiction over the thoroughfares where the power poles are located.

List what permits are required: _____

PGE reserves the right to reject any application for use of its power poles for any reason or to change or withdraw or remove the approved attachments at any time after the installation.

PORTLAND GENERAL ELECTRIC COMPANY PERMIT AND INDEMNIFICATION AGREEMENT

This is an agreement between _____ (“Customer”) and Portland General Electric, an Oregon Corporation (“PGE”).

In consideration of their mutual promises, the parties agree that:

1. PGE permits Customer to install, maintain and remove only: holiday decorations, banners, floral baskets (**circle one**) on the following poles (map):

List Pole #'s/Map #'s in the space provided on the application form.

See attached on how to locate Map and Pole numbers.

2. Customer's equipment and attachments shall be installed and maintained in accordance with the specifications and clearances required by the **National Electrical Safety Code** and PGE's **Electrical Service Requirements Book**. A review by PGE engineering/field personnel may be required and specific conditions may be necessary.

Equipment/attachments shall be satisfactory to PGE in design, construction and safety. If, in the sole opinion of PGE, the equipment/attachments present a hazard, PGE may remove, without notice, or request the Customer to remove, equipment/attachments until design, construction and safety are satisfactory to PGE. Any and all costs and expenses for both installation and removal or repair of equipment/attachments shall be borne by the Customer. Under no circumstances shall PGE be responsible for any costs or liabilities associated with installation, maintenance and removal of Customer's equipment/attachments. Should it become necessary for PGE to relocate its poles, wires or hardware, the Customer shall be responsible for the removal or relocation of its equipment/attachments and all costs associated with the removal or relocation. If Customer's equipment/attachments interfere with PGE's equipment, PGE, in its sole discretion, may take steps to eliminate such interference.

3. Customer recognizes the potential hazards to the Customer, the Customer's employees or agents and to others arising from work in the vicinity of PGE's electric power lines or equipment. Customer shall not touch or interfere with PGE's lines or equipment. Customer agrees to accept responsibility for adequately protecting against such hazards. Customer further agrees, to the extent authorized by law, to indemnify and hold PGE harmless against all loss or damage to persons or property that arises from or is connected with the installation, existence, maintenance or removal of said equipment/attachments (including injury or death to the Customer, employees or agents of the Customer, employees of the Electric Company or third parties).

Prior to the installation of equipment/attachments, the Customer shall obtain a commercial general liability insurance policy, naming PGE as an additional insured. Minimum coverage shall be combined single limit of \$2,000,000 per occurrence and \$2,000,000 aggregate. Prior to installation, appropriate evidence of such insurance shall be deposited with PGE, as well as a provision for 30 days' written notice of cancellation. Notice of cancellation of the Customer's insurance policy shall constitute a breach of contract by the Customer.

4. The Customer agrees to obtain any and all state, county and municipal permits and licenses necessary for the installation, maintenance or removal of equipment/attachments.

5. PGE agrees to supply the electric current to the Customer for the illumination of attachments. Customer agrees to pay PGE for supplying electricity. Billing for electrical services follows a flat rate schedule and is based on the number of hours in a day and total number of days attachments are electrified (in accordance with the terms of the tariffs of PGE).

6. The Customer recognizes that banners or attachments that promote any measure, issue or candidate that is or may be brought before the electorate are prohibited under this agreement. The Customer also recognizes that banners or attachments, the primary purpose of which is marketing on behalf of a for-profit organization, are prohibited under this agreement. PGE reserves the right to review and reject any language contained on any banner proposed for attachment for any and all reasons and, at its discretion, may terminate this agreement and require removal of any banner or attachment deemed political in nature.

7. Customer's rights hereunder shall commence on _____ (date) and shall terminate on _____ (date). On or before _____ (date) the Customer agrees to remove their equipment/attachments. Under no circumstances are these permits approved for permanent attachments to PGE poles. Attachment(s) shall be removed by the date specified above.

Please print the name of your organization and sign this Permit and Indemnification Agreement. After signing, send to the address below. After approval, PGE will sign and return the Agreement to the address that you indicate below.

Your permit will not be considered valid until Certificate of Insurance has been received by PGE.

Permit approved: yes _____ no _____

for: _____
(Organization Applying for Attachment Permit)

for: **PORTLAND GENERAL ELECTRIC**

Print name: _____

Print name: _____

Title: _____

Title: _____

Signature

Signature

Date

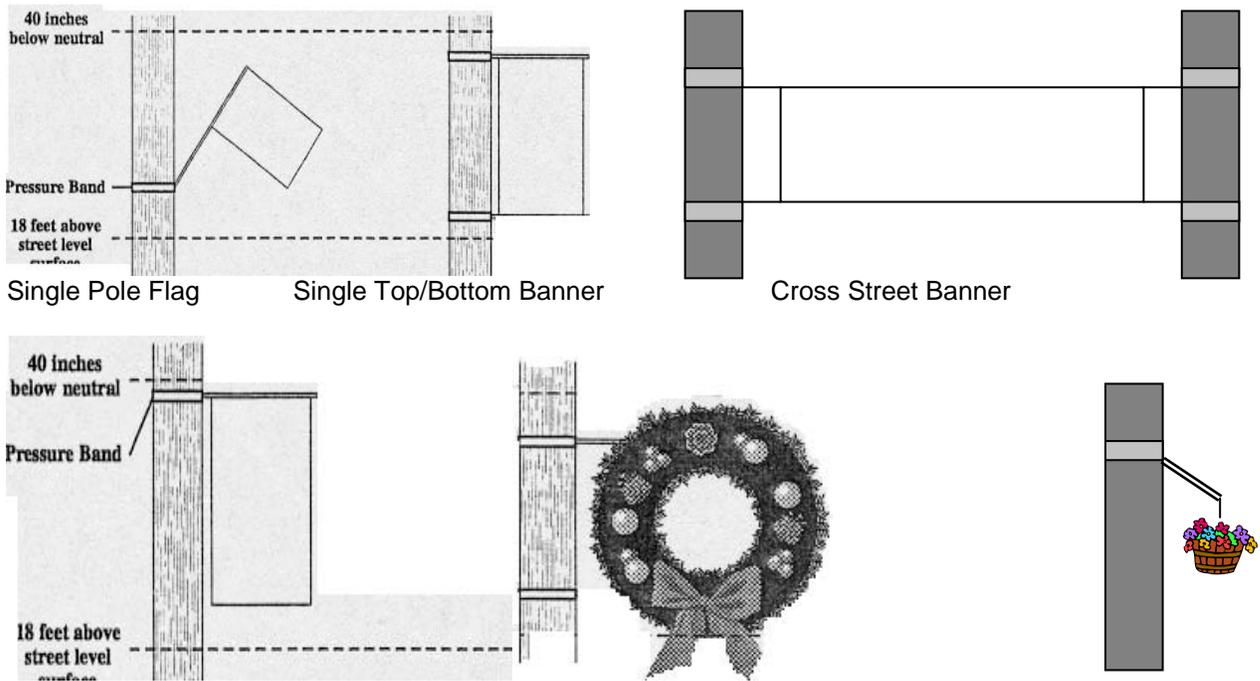
Date

Return this agreement, application form and insurance certificate to:

**PGE - Utility Asset Management
Attention: Banner Coordinator
2213 SW 153rd Drive
Beaverton, OR 97006
Phone: 503/672-5552
FAX: 503/672-5555**

Email: Utility.Asset.Management@pgn.com

PGE allows a variety of attachments to be suspended from its power poles, including:



Types of Attachments Permitted

Single Top Hanger Banner

Holiday Decoration

Floral Basket

PGE must approve all attachments and their configurations before they are installed. The attachments must have the following characteristics:

- Use only metal pressure bands to attach brackets. The drilling of holes and use of bolts is not allowed.
- Cross Street Banners must be tethered by ropes from pole to pole. The use of metallic cables is not allowed.
- Install wind slits to allow wind to pass through @ the ratio of one slit per 4 square feet (applies to banners only).
- Total of **1** banner crossing the street shall not **exceed 36" tall X 30 ft long.**
- If electrified, all equipment must meet the requirements as outlined in the section titled **Electrification of Attachments.**

*Attachments are also subject to specific criteria on the types of poles and hangers and the location and installation of attachments.

Type of Poles Permitted

For safety reasons, PGE's **wood poles** are the only type of pole from which banners, flower baskets, holiday decorations and other attachments may be suspended. Attachments **are not permitted** on **wood laminate, fiberglass, aluminum or steel poles.**

Location of Attachments and Hangers

Attachments and their supports must be located at least 40 inches from any electrical conductor (wire), including neutrals¹. If the attachment hangs over the street area, the lowest point must be

¹ A neutral is the lowest electrical wire on a pole or system. Although a neutral is normally not hot, it can become energized if there is a system overload. *Never touch a neutral.*

at least 18 feet above the street surface. Attachments made to the sidewalk side of the pole may be at a lower elevation, as approved by PGE.

Types of Hangers Permitted

Drilling is not permitted on PGE power poles. Therefore, **pressure band hangers** are the only type of hanger approved for use. Attachments may be installed using a single (top) hanger or dual (top and bottom) hangers.

Installation Requirements

The requesting organization is responsible for installing the attachments. Non-conductive ladders and mechanical hoists are the only approved methods of installation (**never use a metal ladder**). **Climbing power poles is prohibited.**

PGE requires that all attachments be installed according to National Electric Safety Code. The installation activities must also meet Occupational Safety and Hazard Administration (OSHA) requirements. Electrical Attachments must also meet the additional criteria described below.

All attachments are installed and removed at the applicant's expense.

Electrification of Attachments

For lighted holiday decorations and other electrified attachments, the requesting organization is responsible for ensuring that:

- All attachments are installed according to National Electric Safety Code.
- A licensed electrician handles the wiring and installation of electrified attachments.
- Junction boxes and electrical connections are all-weather type (minimum NEMA 3R), with built-in circuit breakers and electronic light sensors (photo cells).
- The upper most part of junction boxes shall be installed at least 40 inches below any PGE conductors, including drip loop and neutrals.
- Wires from the junction box to be connected to a PGE secondary conductor are contained in conduit not to exceed 1 inch diameter, install weather head at least 8 inches above the lowest secondary conductor and have 12-inch minimum tails for connection to the secondary.

PGE supplies the electric current needed to illuminate the attachments and sends an invoice to the requesting organization. PGE's billing for electrical services follows a flat rate schedule and is calculated based on the name plate rating of electrified attachments and equipment (provided by requesting organization), number of hours a day and total number of days the attachments are electrified.

Permits from Other Governmental Agencies

Cities, counties, the Oregon Department of Transportation or other government agencies may have jurisdiction over the thoroughfares where power poles are located. The requesting organization should obtain all applicable permits from these agencies at least four weeks before the attachments are installed. **These permits should be submitted with the completed application to PGE.**

PGE Inspections

PGE may conduct an inspection prior to granting approval to see if PGE considers the installation to be safe and feasible. PGE may also inspect the attachments either during or after installation. If PGE determines that the attachments are not in compliance with this policy or are likely to create a hazardous condition, the applicant has five days to correct the installation or PGE may remove the attachment at the applicant's expense. PGE is not liable for damaged or lost attachments.

Removal of Attachments

Approval for these attachments is only on a temporary basis and the requesting organization is responsible for removing the attachments by the date specified on the Permit and Indemnification Agreement. After one week, PGE may remove the attachments at the applicant's expense. PGE is not liable for damage or lost attachments.

PGE Right of Refusal

PGE reserves the right to reject any applications for use of its power poles or to change or withdraw or remove the approved attachments at any time after the installation. Should PGE have to work on or remove a pole with attachments, PGE is not liable for damaged or lost attachments.

Requirements for Application

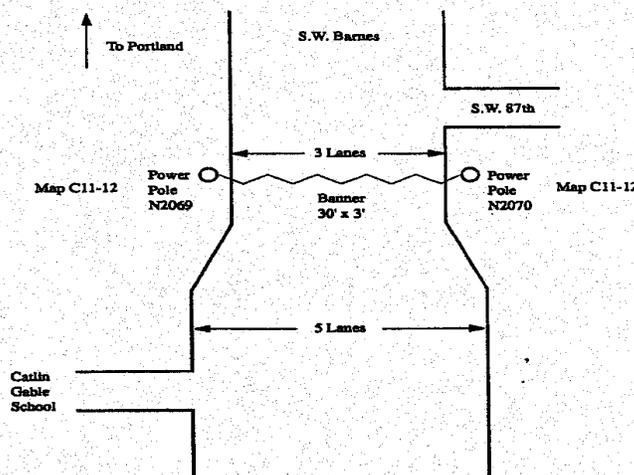
At least four weeks prior to installation, the requesting organization must submit the following to PGE's Utility Asset Management:

Summary of Application Process & Pole Attachment Application Form

The requesting organization must complete and return the Summary of Application Process (checklist) and the Pole Attachment Application Form to PGE Utility Asset Management. In addition to providing information about the requesting organization, this form asks for details on the:

- Type(s) and number of attachments

Sample Map* of Power Pole Locations



***Your map may be hand drawn**

- Type(s) of hangers
- Location of poles including a map to show position and cross streets
- Pole identification numbers and map numbers (every pole has its own identification number and map number which can be found on a metal plate located four to eight feet above the ground). Suggestion -- create a list with: Pole #'s, Map #'s, Address/Location

Permit and Indemnification Agreement

The requesting organization is required to submit a PGE Permit and Indemnification Agreement. The following information must be included with the Permit and Indemnification Agreement:

- Applicant's name, address, telephone number and contact person
- Date when attachments will be installed and removed
- Application with a map indicating the location of the poles (cross streets) and their pole identification and map numbers
- Certificate of Insurance

The Permit Indemnification Agreement shall be signed by an authorized representative of the requesting organization and sent along with the summary and application forms to PGE Utility Asset Management. After reviewing and approving the application, PGE will sign the Permit and Indemnification Agreement and send a signed copy to you.

Proof of General Liability Insurance

The applicant is required to provide proof of its General Liability Insurance by submitting a Certificate of Insurance. This insurance certificate must be specifically endorsed to include PGE as an additional insured. Minimum required coverage is a combined single limit of \$2,000,000 per occurrence and \$2,000,000 aggregate. Insurance coverages and carriers must be acceptable to PGE.

Where to Send and Receive Information

All forms, correspondence and questions should be directed to:

Attn: Banner Coordinator
Portland General Electric
Utility Asset Management
2213 SW 153rd Drive
Beaverton, OR 97006

Phone: 503/672-5552
FAX: 503/672-5555

Email: Utility.Asset.Management@pgn.com



APPLICATION AND PERMIT TO OCCUPY OR PERFORM OPERATIONS UPON A STATE HIGHWAY

See Oregon Administrative Rule, Chapter 734, Division 55

PERMIT NUMBER

CLASS :	KEY#
---------	------

GENERAL LOCATION				PURPOSE OF APPLICATION (TO CONSTRUCT/OPERATE/MAINTAIN)			
HIGHWAY NAME AND ROUTE NUMBER				<input type="checkbox"/> POLE LINE	TYPE	MIN. VERT. CLEARANCE	
HIGHWAY NUMBER	COUNTY			<input type="checkbox"/> BURIED CABLE	TYPE		
BETWEEN OR NEAR LANDMARKS				<input type="checkbox"/> PIPE LINE	TYPE		
HWY. REFERENCE MAP	DESIGNATED FREEWAY <input type="checkbox"/> YES <input type="checkbox"/> NO	IN U.S. FOREST <input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> NON-COMMERCIAL SIGN	FEE AMOUNT		
APPLICANT NAME AND ADDRESS				<input type="checkbox"/> MISCELLANEOUS OPERATIONS AND/OR FACILITIES AS DESCRIBED BELOW			
				FOR ODOT USE ONLY			
BOND REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		REFERENCE: OAR 734-55 035(2)	AMOUNT OF BOND				
INSURANCE REQUIRED <input type="checkbox"/> YES <input type="checkbox"/> NO		REFERENCE: OAR 734-55 035(1)	SPECIFIED COMP. DATE				

DETAIL LOCATION OF FACILITY (For more space attach additional sheets)

MILE POINT	TO	MILE POINT	ENGINEERS STATION	ENGINEERS TO STATION	SIDE OF HWY OR ANGLE OF CROSSING	DISTANCE FROM		BURIED CABLE OR PIPE		SPAN LENGTH
						CENTER OF PVMT	R/W LINE	DEPTH/VERT.	SIZE AND KIND	

DESCRIPTION AND LOCATION OF NON-COMMERCIAL SIGNS OR MISCELLANEOUS OPERATIONS FACILITIES

SPECIAL PROVISIONS (FOR MORE SPACE ATTACH ADDITIONAL SHEETS)

- TRAFFIC CONTROL REQUIRED YES [OAR 734-55-025(6)] NO
- OPEN CUTTING OF PAVED OR SURFACED AREAS ALLOWED? YES [OAR 734-55-100(2)] NO [OAR 734-55-100(1)]
- ◆ **AT LEAST 48 HOURS BEFORE BEGINNING WORK, THE APPLICANT OR HIS CONTRACTOR SHALL NOTIFY THE DISTRICT REPRESENTATIVE AT TELEPHONE NUMBER:** _____
OR FAX A COPY OF THIS PAGE TO THE DISTRICT OFFICE AT: _____ **SPECIFY TIME AND DATE IN THE SPACE BELOW.**
- ◆ A COPY OF THIS PERMIT AND ALL ATTACHMENTS SHALL BE AVAILABLE AT THE WORK AREA DURING CONSTRUCTION.
- ◆ **ATTENTION: Oregon Law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0010 through OAR 952-001-0090. You may obtain copies of the rules by calling the center at (503) 232-1987.**
CALL BEFORE YOU DIG 1-800-332-2344

COMMENTS - ODOT USE ONLY

IF THE PROPOSED APPLICATION WILL AFFECT THE LOCAL GOVERNMENT, THE APPLICANT SHALL ACQUIRE THE LOCAL GOVERNMENT OFFICIAL'S SIGNATURE BEFORE ACQUIRING THE DISTRICT MANAGER'S SIGNATURE.

LOCAL GOVERNMENT OFFICIAL SIGNATURE		TITLE	DATE
X			
APPLICANT SIGNATURE	APPLICATION DATE	TITLE	TELEPHONE NO.
X			
When this application is approved by the Department, the applicant is subject to, accepts and approves the terms and provisions contained and attached: and the terms of Oregon Administrative Rules, Chapter 734, Division 55, which is by this reference made a part of this permit.			DISTRICT MANAGER OR REPRESENTATIVE
			X
			APPROVAL DATE

Article 47.03

In General.

Sections:

- 47.03.005 Title.**
- 47.03.010 Purpose.**
- 47.03.015 Definitions.**
- 47.03.025 Penalties, Nuisance.**
- 47.03.030 Area of Signs.**
- 47.03.030.1 Table 47-1.**
- 47.03.030.2 Table 47-2.**
- 47.03.035 Signs in Railroad Right-of-Way.**

47.03.005 Title.

This chapter is entitled "Sign Code of the City of Lake Oswego."
(Ord. No. 1921, Sec. 1; 07-02-85. Ord. No. 2085, Enacted, 01/04/94)

47.03.010 Purpose.

The City Council finds that to protect the health, safety, property and welfare of the public, to provide the neat, clean, orderly and attractive appearance of the community, to improve the effectiveness of signs, to provide for safe construction, location, erection, and maintenance of signs, to prevent proliferation of signs and sign clutter, and to minimize adverse visual safety factors to travelers on public highways and on private areas open to public travel, it is necessary to regulate the design, quality of materials, construction, location, electrification, illumination and maintenance of signs visible from public property, public rights-of-way and private areas open to public vehicular travel.

This chapter shall be construed to carry out the above-stated purpose, but shall not be construed to permit the erection or maintenance of any sign at any place or in any manner unlawful under any other City Code provisions or other applicable law.

(Ord. No. 789, Sec. 1; 12-05-61. Ord. No. 1921, Sec. 2; 7-02-85. Ord. No. 2085, Enacted, 01/04/94)

47.03.015 Definitions.

For the purpose of this chapter, certain terms and words are defined as follows: the words "used for" include "designed for" and vice-versa; words used in the present tense include the future, the singular tense include the plural and vice-versa; the word "shall" is always mandatory; the word "may" is discretionary; the masculine gender includes the feminine gender, except as otherwise provided. The definitions in LOC 50.10.003.2 apply to this chapter to the extent that they do not conflict. The following terms shall mean:

Abandoned Sign. A sign associated with the use of a property which has ceased for a period of at least six months.

Accessory Signs. Signage which is an integral part of outdoor accessory or display structures or uses allowed by City code.

Alter. Any change to a sign excluding change of copy or maintenance – when there is no change of use, or occupancy or ownership.

Architectural Detail. Elements of building design commonly used in Lake Oswego building styles, including the Arts and Crafts, English Tudor and the Oregon Rustic Styles. (See photos and descriptions in Lake Oswego Community Development Code, LOC 50.05.004 (Downtown Redevelopment Design District), LOC 50.11.001, Appendix A – Lake Oswego Style.)

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Awning. A shelter supported entirely from the exterior wall of a building and composed of nonrigid materials except for supporting framework.

Backlighting, "backlighted", and "backlit". Includes cabinet signs, "Channelhume" (plastic lighted letters), neon lighted letters, and individual letters on awnings and canopies.

Balloon Signs. A sign consisting of a membrane that relies on internal gaseous pressure or a semirigid framework for maintaining its form.

Banners. Nonrigid material secured or mounted so as to allow movement caused by the wind.

Canopy. A nonmovable roof-like structure attached to a building.

Change of Copy. The change of logo and/or message upon the face or faces of a legal sign.

Commercial Zones. Commercial Zones shall mean the CR&D, EC, GC, HC, MC, NC, WLG RMU, OC, WLG OC and WLG RLW zones as described and established in the Lake Oswego Community Development Code.

Complex Sign. A sign which is located at a street intersection or principle access to a multi-building complex.

Cornice. The horizontal element demarcating the difference between the pedestrian oriented level on the street and the office/residential use on the levels above, or, for single story buildings, the area immediately below the roof line.

Erect. To build, construct, attach, place, suspend, or affix, including the painting of a wall sign.

Facing or Surface. The surface of a sign upon, against, or through which the message is displayed or illustrated.

Free Standing Sign. Any ground mounted, pole or monument sign supported by one or more uprights or braces placed upon the ground, and not attached to any building.

Frontage Business. A business that has building wall exposure to a street or area open to public travel. Frontage may include streets, alleys, driveways, easements, or parking aisles.

Indirectly Lighted Sign. A sign with a source of illumination which is intended to light the sign, but which is not attached to the sign, its trim or support. Interior or exterior lighting which incidentally illuminates the sign is not considered indirect lighting.

Industrial Zones. Industrial Zones shall mean the I and IP zones as described and established by the Lake Oswego Community Development Code.

Maintenance. The replacing or repairing of a part or portion of a sign made unusable by ordinary wear, or damaged beyond the control of the owner or the replacing of existing copy without changing the composition or color of the copy.

Monument Sign. A sign which is affixed to a base which is no more than 30 inches above the nearest ground surface.

Non-conforming Sign. Non-conforming signs are those signs which were lawfully installed which do not comply with the requirements of this sign code.

Overhanging Sign. A sign hung from a canopy or awning or attached to a building wall, which hangs over the public right-of-way or any private area subject to pedestrian travel, and is perpendicular to the direction of pedestrian movement.

Pennants. Strings of small flags.

Permanent Sign. Any legally placed sign which is intended to be and is so constructed as to be of a lasting and enduring condition, remaining unchanged in character, condition (beyond normal wear) and position, and in a permanent manner affixed to the ground, wall or building.

Pole Sign. A free standing sign erected on one or more supports which are more than 30 inches above the adjacent ground surface.

Portable Sign. A temporary sign which is capable of being moved easily and is not affixed to the ground or a structure.

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Public Sign. A sign erected and maintained by a public agency within the right-of-way of a street or alley, or a sign erected and maintained by a public agency or by any other person authorized by a public agency by license or agreement on a property zoned PNA.

Residential Zones. Residential Zones shall mean the R-0, R-2, WLG R-2.5, R-3, R-5, R-6, R-7.5, R-10, R-15, R-DD and R-W zones as described and established by the Lake Oswego Community Development Code.

Roof Line. The ridge on a gable or peaked roof, the parapet or fascia of a flat roof. A mansard roof is considered as a gable roof for the purpose of this definition.

Roof Sign. Any sign erected upon or over the roof of any building with the principal sign support on the roof structure.

Sign. A device, structure, or fixture which incorporates graphics, symbols, or written copy visible to the public, including those devices, structures or fixtures which are behind windows or building openings, which are intended to communicate information. Graphics, art work and seasonal decorations which do not relate to the use of a site or structure are not considered signs.

Sign Band. A continuous painted, attached or structurally internal linear area for the placement of signs extending along one or more sides of a structure located between the windows and the parapet on a one story building with a flat roof and at or below the fascia on a one story building with a pitched roof. On a multistory building it shall be located above the windows and below the second story line.

Sign Height. The vertical distance from the lowest point of the adjacent grade below the sign to the highest part of the sign.

Temporary Sign. Any sign, banner, pennant, valance or advertising display constructed of cloth, canvas, light fabric, cardboard, wallboard or other like materials, with or without frames, and any other type sign not permanently attached to the ground, or a structure, and is displayed for a period not exceeding 25 consecutive days in duration and no more than once in any 12-month period, except as otherwise allowed by LOC 47.08.300 or 47.08.305.

Wall Sign. A sign attached to, erected against or painted on a wall of a structure, with the exposed face of the sign projecting twelve (12) inches or less, with the exception of awnings and canopies which may project more than twelve (12) inches. Sign bands are not wall signs. Window signs that are permanently attached to the outside of a window are wall signs.

Wind Sign. Signage which is an integral part of a device intended to move or operate by the action of the wind such as a wind sock or pin wheel.

(Ord. 2617, Amended, 06/04/2013; Ord. 2579, Amended, 03/20/2012; Ord. 2573, Amended, 10/18/2011; Ord. 2310, Amended, 05/14/2002; Ord. 2316, Amended, 03/05/2002; Ord. 2225, Amended, 02/01/2000; Ord. 2085, Enacted, 01/04/1994; Ord. 1921, Sec. 3, 07/02/1985)

47.03.025 Penalties, Nuisance.

1. A person commits a civil violation if they;
 - a. Fail to comply with or violate any provision of this chapter; or,
 - b. Develop or maintain a sign contrary to the terms of a sign permit.
2. A sign which fails to comply with or violates any provision of this chapter, or is developed or maintained contrary to the terms of a sign permit is hereby declared to be unlawful and a public nuisance and may be abated by appropriate proceedings.

(Ord. No. 789, Sec. 3; 12-05-61. Ord. No. 841, Sec. 1; 06-19-62. Ord. No. 1921, Sec. 6; 07-02-85. Ord. No. 2085, Enacted, 01/04/94)

(Ord. 2225, Amended, 02/01/2000)

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47.03.030

47.03.030 Area of Signs.

Sign area includes the area within a perimeter enclosing the limits of lettering, writing, representation, emblem, figure, character and lighted surface, but excluding essential sign structure, foundations or supports. For a multiple-face (more than two sided) sign, the sign area shall be the total of all faces. If the sign consists of more than one section or module, all areas will be totaled. For a double-faced sign in a single cabinet, the allowed area shall be the dimension of the cabinet, not the total of the area of message. See Table 47-1 and Table 47-2.

(Ord. No. 1921, Sec. 7; 07-02-85. Ord. No. 2085, Enacted, 01/04/94)

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47.03.035 Signs in Railroad Right-of-Way.

Except for public signs, utility signs, and signs used for railroad-related purposes, no other temporary, permanent, or incidental sign is permitted within a railroad right-of-way.

(Ord. 2617, Added, 06/04/2013)

47.03.035

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Article 47.06

Regulation of Permanent Signs.

Sections:

47.06.200 Construction and Design Standards for Permanent Signs.

47.06.205 Permanent Signs Exempt From Permit and Fee.

47.06.200 Construction and Design Standards for Permanent Signs.

1. All permanent signs shall be constructed and erected in accordance with the requirements of the Oregon Structural Specialty Code, Volume II, Chapter 16 (as enacted on January 1, 2002, or as thereafter amended by the Oregon Building Codes Division).

2. All illuminated signs must be installed by a licensed sign contractor, subject to provisions of the State Electrical Code. All electrically illuminated signs shall bear the Underwriters Laboratory label or equivalent.

3. Building and electrical permits shall be the responsibility of the applicant. Prior to obtaining permits the applicant bears the burden of providing an approved sign permit or demonstrating exemption from the permit requirements of this chapter.

4. Signs shall be designed to be compatible with other nearby signs, other elements of street and site furniture and with adjacent structures. Compatibility shall be determined by the relationships of the elements of form, proportion, scale, color, materials, surface treatment, overall sign size and the size and style of lettering.

5. Copy on signs visible from streets shall be designed to reduce distractions to motorists. Signs may be reviewed for clarity and readability.

(Ord. 2328, Amended, 08/06/2002; Ord. 2085, Enacted, 01/04/1994; Ord. 1921, Sec. 17, 07/02/1985)

47.06.205 Permanent Signs Exempt From Permit and Fee.

The following signs shall comply with all provisions and regulations of this chapter; however, no fee, permit or application is required.

1. One sign not exceeding one square foot in area erected on any building within the City.

2. One non-illuminated sign not exceeding two square feet in area placed on any occupied residential lot.

3. Incidental signs not exceeding six square feet in area shall be allowed on any parcel on which a multiple dwelling (as defined by the Lake Oswego Community Development Code) is constructed, and in an industrial, PF, or commercial zone, except in the EC zone. Incidental signs not exceeding one square foot, with the aggregate areas of less than four square feet, shall be allowed in the EC zone. A freestanding incidental sign may not exceed 60 inches in height. An incidental wall sign may not exceed eight feet in height above grade.

4. Public signs, signs for hospital or emergency services, and railroad signs.

5. Signs or tablets (including names of buildings, and the date of erection) when cut into any masonry surface, or constructed of bronze or other noncombustible surface not to exceed eight square feet in area.

6. Athletic Field Signs. Rigid signs located on the outfield fence of athletic fields may be installed. Each individual sign shall be no more than 32 square feet in area. There shall be no more than 32 square feet of area for any eight linear feet of fence. The maximum height shall not exceed eight feet above grade. The signs shall be placed so as to be visible from the interior of the field and/or viewing stands. One sign located at one end of the field visible to spectators shall have a maximum height of 15 feet above grade and shall be a maximum of 64 square feet.

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7. Accessory signs within a commercial or industrial zone which are permanent and an internal part of permitted outdoor accessory or display structures such as soft drink machines, fuel pumps, and newspaper dispensers.

8. Flags displayed from permanently located freestanding or wall-mounted flagpoles which are designed to allow raising and lowering of flags. The number of such flagpoles shall be limited in number to one per site and the maximum height shall be 30 feet.

9. Signs erected within a building which do not obstruct more than 25 percent in a commercial or industrial zone or more than 10 percent in any residential zone of any individual window surface shall be allowed. No such signs shall exceed the maximum square footage as set forth in subsection (3) of this section.

10. Signs that identify an RP District, as required by LOC 50.05.010.6.c.iii(3).

(Ord. 2617, Amended, 06/04/2013; Ord. 2573, Sec. 2, Amended, 10/18/2011; Ord. 2438, Amended, 12/06/2005; Ord. 2385, Amended, 05/04/2004; Ord. 2316, Amended, 03/05/2002; Ord. 2225, Amended, 02/01/2000; Ord. No. 2085, Enacted, 01/04/94)

Article 47.08

Regulation of Temporary Signs.

Sections:

47.08.300 Temporary Signs Exempt From Permit and Fee.

47.08.305 Temporary Signs Requiring Permit.

47.08.300 Temporary Signs Exempt From Permit and Fee.

The following signs shall comply with all provisions and regulations of this chapter; however, no fee, permit or application is required. Temporary signs are prohibited signs except as provided by this section.

1. Generally.

a. Illumination: No temporary sign shall be internally or externally illuminated.

b. Location:

i. Except as provided by this section, no temporary sign shall extend into or over the public right-of-way of any street.

ii. Signs allowed in the right-of-way for temporary traffic control shall provide a minimum of 5 feet of clear passage for pedestrians on the sidewalk where a sidewalk exists and shall come no closer than 2 feet from areas subject to vehicular travel.

iii. No temporary sign shall extend into the vision clearance area.

c. Maintenance: Temporary signs shall be kept neat, clean and in good repair. Signs which are faded, torn, damaged or otherwise unsightly or in a state of disrepair shall be immediately repaired or removed.

d. Placement: Except as provided by this section, temporary signs shall not be attached to trees, shrubbery, utility poles, or traffic control signs or devices. They shall not obstruct or obscure primary signs on adjacent premises.

e. Sign Collection and Retrieval:

i. The City may collect temporary signs placed in the public right of way without a permit.

ii. Each sign collected will be stored for a minimum of 30 days.

iii. Notice will be mailed within three business days of the date of collection to the owner of each sign if the ownership is reasonably discernible from the sign or as previously filed by the owner of the sign with the City Maintenance Department.

iv. The owner of a sign may retrieve a sign collected by the City within 30 days of the collection date. The owner must present proof of ownership of the sign and pay a sign retrieval fee in an amount established by resolution of the City Council.

v. The owner of a sign may request a hearing before a Hearing Examiner to contest the sign removal. The City Manager shall designate the Hearings Examiner. To request a hearing, the owner of a sign must file an application for a hearing and pay a hearing fee in an amount established by resolution of the City Council within 15 days of the date of mailing of the notice as provided in subsection (1)(e)(iii) of this section. The hearing fee and the sign retrieval fee are refunded if the Hearing Examiner finds that the sign was removed improperly. At the hearing, testimony and evidence begins with the City, followed by the owner, and concludes with rebuttal by the City. After the evidence has been provided, the Hearing Examiner will close testimony and issue a written decision that states the facts of the case and the conclusions of the decision.

vi. Final Decision. The decision of the Hearing Examiner shall be the final decision of the City.

2. Allowed Signage.

a. In any residential zone temporary signage shall be allowed for each and every lot. This signage shall not be restricted by content, but is usually and customarily used to advertise real estate sales, political or

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ideological positions, garage sales, home construction or remodeling, etc. Signage shall be allowed for each lot as follows:

i. Temporary signs not exceeding six square feet, provided the signs are erected not more than 90 days prior to an election and removed within five days following the election.

ii. One temporary sign not exceeding six square feet provided the sign is removed within 15 days from the sale, lease or rental of the property or within seven days of completion of any construction or remodeling. An additional sign of the same size may be erected if the property borders a second street and the signs are not visible simultaneously. On tracts of land of more than two acres in residential zones the sign area may be increased to 32 square feet. In no case shall the sign or signs be erected for more than 12 months.

iii. One temporary sign not exceeding four square feet in area which is erected for a maximum of eight days in any calendar month and is removed by sunset on any day it is erected.

iv. Temporary signs erected within a building which do not obstruct more than 10 percent of any individual window surface.

b. In any commercial, public function, park or natural area, or industrial zones, temporary signage shall be allowed for each and every lot. This signage shall not be restricted by content, but is usually and customarily used to advertise real estate signs, political or ideological positions, construction or remodeling, temporary activities within park or natural area, etc. The signage shall be allowed for each lot as follows:

i. Temporary signs not exceeding six square feet, provided the signs are erected not more than 90 days prior to an election and removed within five days following the election.

ii. Temporary sign not exceeding 32 square feet provided said signs are removed within 15 days from the sale, lease or rental of the property or within seven days of completion of any construction or remodeling. An additional sign of the same size may be erected if the property borders a second street and the signs are not visible simultaneously.

iii. Temporary signs not exceeding 16 square feet in area erected in association with the temporary uses allowed by LOC 50.03.005, including Christmas tree sales, pushcart vendors, Saturday market on Saturday and/or Sunday, for up to 26 consecutive weeks, provided at least three days separate each period of consecutive days of Saturday market activity and sidewalk sales up to seven consecutive days during each calendar quarter. These provisions shall also apply to fireworks sales authorized by LOC Chapter 15 (Fire Protection). The signage shall be allowed for the same duration as the temporary use.

iv. Temporary signs erected within a building which do not obstruct more than 25 percent of any individual window surface.

c. Portable signs, as defined in LOC 47.03.015, shall be allowed within the public right-of-way in any residential zone on Sundays between the hours of 8:00 a.m. and 6:00 p.m. under the following conditions:

i. Any person placing a sign in the public right-of-way shall first make a good faith effort to obtain the permission of an owner or occupant of the real property abutting the portion of the right of way where the sign will be located. Except as provided in subsection (2)(c)(ii) of this section, if the person is unable to contact an owner or occupant after a good faith effort, the person shall, at the time the sign is

(A) That is within the booth area, and
(B) Set back two feet or more from the front of the booth, and
(C) The top of the sign is less than eight feet from the ground surface shall not be counted within the maximum sign display area per booth.

(5) Be located within five feet of the fair/market vendor's display area,
(6) Not extend more than 10 feet above the ground surface, and
(7) Be removed when each fair/market activity period of up to four consecutive days ends.

(Ord. 2617, Amended, 06/04/2013; Ord. 2438, Amended, 12/06/2005; Ord. 2385, Amended, 05/04/2004; Ord. 2358, Amended, 04/15/2003; Ord. 2310, Amended, 05/14/2002; Ord. 2316, Amended, 03/05/2002; Ord. 2225, Amended, 02/01/2000; Ord. 2085, Enacted, 01/04/1994)

47.08.305 Temporary Signs Requiring Permit.

1. a. The City Manager may allow temporary signs larger than those allowed by LOC 47.08.300 to be erected. This signage shall not be restricted by content, but is usually and customarily used to advertise special events and store openings on banners. The City Manager shall allow the erection of such signs only if the City Manager finds that the proposed sign will not materially impair the purposes of the Sign Code expressed in LOC 47.03.010. Seasonal decorations erected within the public right-of-way shall be considered to be such signs. These signs shall meet all applicable City Code provisions. Lighting of such signs will be reviewed as part of the application and may be allowed depending on impact to surrounding development.

b. In addition to subsection (1)(a) of this section, the following temporary signs require a permit:

i. Residential Zones: Temporary signs permitted by LOC 47.08.300(2)(a)(ii) that are required to be removed following sale, lease or rental of property, when the residential use on the site is apartments for rental, unless the entire parcel is for sale.

ii. Commercial Zones and Industrial Zones: Temporary signs permitted by LOC 47.08.300(2)(b)(ii) that are required to be removed following sale, lease or rental of property, unless the entire parcel is for sale.

2. The following requirements shall be met, as applicable:

a. Written consent from the property owner where the sign will be located shall be provided. The consent shall identify any restrictions that the property owner requires of the permit holder. Banners hung from utility poles shall require written approval from Portland General Electric. Banners hung over a state highway will require written approval from the Oregon Department of Transportation.

b. Plans or a description showing the location of the sign; banner height above the right-of-way; support devices for the banner; and proposed dates shall be provided.

c. The display period shall not exceed 25 consecutive days in duration and no more than once in any 12-month period. All such signs shall be removed no later than one day following the event being advertised.

d. A copy of any liability and/or property damage insurance required by the property owner where the sign or banner will be located.

e. A signed rebate and indemnity agreement shall be provided if placing a banner over the public right-of-way.

f. Temporary signs required to obtain a permit under subsection (1)(b) of this section shall comply with the provisions of LOC 47.06.200(3) through (5).

3. The extent of signage allowed and the location of the signage is at the discretion of the City Manager.

(Ord. 2617, Amended, 06/04/2013; Ord. 2085, Enacted, 01/04/1994)

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Article 47.10

Permit Requirements.

Sections:

- 47.10.400 Signs Requiring Permit.**
- 47.10.405 Permanent Signage Requiring Permit Allowed in Residential Zones (R-0, R-2, WLG R-2.5, R-3, R-5, R-6, R-7.5, R-10, R-15, R-DD and R-W).**
- 47.10.410 Permanent Signage Requiring Permit Allowed in Commercial Zones (GC, NC, WLG RMU, WLG OC, and WLG RLW).**
- 47.10.412 Permanent Signage Requiring Permit Allowed in the EC Zone.**
- 47.10.415 Permanent Signage Requiring Permit Allowed in Commercial Zones (MC, HC, CR&D, OC, PF and CI).**
- 47.10.420 Permanent Signage Requiring Permit Allowed in Industrial Zones I and IP.**
- 47.10.425 Institutional, Public Facilities or Open Space Land Uses Listed As Conditional Nonconforming Uses, and Signs in Park and Natural Area Zone.**

47.10.400 Signs Requiring Permit.

1. It is unlawful and a civil violation for any person to erect, construct, alter or relocate any sign without first obtaining a permit pursuant to the provisions of this chapter unless a provision of this chapter specifically exempts a sign from the permit requirement.

2. It is unlawful and a civil violation for any person to construct a sign that is not specifically allowed by this chapter or to erect, construct, maintain or allow to exist a sign in violation of the terms of the permit issued pursuant to this chapter.

3. a. The permit required by this section is issued by the City Manager pursuant to the provisions of this chapter.

b. In determining whether the criteria for approval of a Sign Permit Application are satisfied, the City Manager shall use the criteria set forth in this Sign Code.

c. A decision is to be made within 14 days of receipt of a complete application.

4. An application for a sign permit shall include, in addition to such information as may be specified by the City Manager:

a. A completed Sign Permit Application form and fee;

b. A site plan and/or building elevation plans drawn to scale and dimension showing (as applicable):

- i. Existing structures;
- ii. Driveways;
- iii. Street and right-of-way;
- iv. Existing signs;
- v. Proposed sign;
- vi. Vision clearance (LOC 42.03.130);
- vii. All incidental signs.

c. A proposed sign plan drawn to scale and dimension showing (as applicable):

- i. Height;
- ii. Width;
- iii. Square footage;
- iv. Thickness;
- v. Size and style of letters;
- vi. Color;

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- vii. Type of illumination;
- viii. Materials.

(Ord. 2579, Amended, 03/20/2012; Ord. 2438, Amended, 12/06/2005; Ord. 2346, Amended, 06/10/2003; Ord. 2316, Amended, 03/05/2002; Ord. 2231, Amended, 03/21/2000; Ord. 2085, Enacted, 01/04/1994; Ord. 1921, Sec. 13, 07/02/1985; Ord. 1147, Sec. 1, 12/13/1960; Ord. 1100, Sec. 1, 03/06/1966; Ord. 940, Sec. 1, 07/16/1963; Ord. 789, Secs. 2, 24-31, 12/05/1961)

47.10.405 Permanent Signage Requiring Permit Allowed in Residential Zones (R-0, R-2, WLGR-2.5, R-3, R-5, R-6, R-7.5, R-10, R-15, R-DD and R-W).

In addition to the temporary and permanent signage allowed without permit in the residential zones the following signage is allowed subject to permit and fee.

1. Free-Standing Signs.
 - a. Allowable Area: For four or more units or lots, 16 square feet.
 - b. Number: One sign shall be allowed for the primary frontage. Another sign shall be allowed on any secondary frontage that is 300 feet or more in length.
 - c. Height: The maximum height shall be six feet.
 - d. Sign Types: Monument or wall (fence) signs.
 - e. Illumination: Only indirect lighting shall be allowed.
2. Signs Attached to Buildings.
 - a. Allowable Area: and number provisions for freestanding signs may be transferred to allow signs attached to buildings as an alternative.
 - b. Height: Signs shall be placed no higher than nine feet.
 - c. Sign Types: Signs shall be restricted to wall signs.
 - d. Illumination: Only indirect lighting shall be allowed.

(Ord. 2579, Amended, 03/20/2012; Ord. 2225, Amended, 02/01/2000; Ord. 2085, Enacted, 01/04/1994)

47.10.410 Permanent Signage Requiring Permit Allowed in Commercial Zones (GC, NC, WLGRMU, WLGR OC, and WLGR RLW).

In addition to the temporary and permanent signage allowed without permit in the following commercial zones: GC, NC, WLGRMU, WLGR OC and WLGR RLW, the following signage is allowed subject to permit and fee.

1. Freestanding Signs.
 - a. Allowable Area: Maximum 32 square feet.
 - b. Number: One sign shall be allowed for the primary frontage. Another sign shall be allowed on any secondary frontage that is 300 feet or more in length.
 - c. Height: Maximum 18 feet for pole signs and eight feet for monument signs.
 - d. Sign Types: Monument signs shall be allowed. Pole signs shall only be allowed when necessary to provide vision clearance at driveways or intersections and when there is no alternative, visible on-building or monument sign location. No pole signs shall be allowed in the WLGRMU, WLGR OC and WLGR RLW zones.
 - e. Exceptions in GC Zone: The City Manager may grant exceptions to the size and height limitations for monument signs under subsections (1)(a) and (1)(c) of this section, as well as exceptions to the design standards of LOC 47.06.200(4), as necessary to allow an existing pole sign in the GC Zone, that was nonconforming prior to May 21, 2004, to be converted to a monument sign on the same premises; provided, that:
 - i. The existing sign is widely recognized in the community as a unique symbolic icon identified with a particular era;
 - ii. The sign has been continuously displayed, unchanged, for at least 20 years prior to the conversion;

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- iii. The area of the sign does not exceed 50 square feet;
- iv. The conversion results in no change to the face of the sign; and
- v. The height of the monument sign, including the base, does not exceed 10 feet.

Following conversion to a monument sign, any exceptions allowed under this subsection (1)(e) shall apply until there is any alteration or change of the sign, including any change of copy, or until any change of use of the premises, at which time the sign shall be made to comply with all requirements of this Chapter.

2. Sign Attached to Buildings.

a. Allowable Area: The 32-square-foot maximum allowed for freestanding signs may be transferred to allow signs attached to buildings as an alternative. Except in the WLG RMU, WLG OC and WLG RLW zones, an additional sign or signs shall be allowed within a two-foot-high horizontal sign band. The sign band length may be 75 percent of the building or business frontage whichever is less.

b. Number: One 32-square-foot sign shall be allowed on each street frontage. The maximum number of signs within the sign band on each street frontage shall equal the number of frontage businesses located on the ground floor.

c. Height:

- i. The maximum 32-square-foot sign shall not be placed higher than 18 feet on any structure.
- ii. The sign band shall not exceed two feet in height and shall extend along one or more sides of a structure located between the windows and the parapet on a one story building with a flat roof and at or below the fascia on a one story building with a pitched roof. On a multi-story building it shall be located above the windows and below the second story line (retail cornice height).

d. Sign Types: Wall signs and sign bands are allowed.

3. Additional Signs Allowed.

a. Awning or canopy signs meeting the same size and number restrictions as sign bands may be substituted for the sign band signs allowed by LOC 47.10.410(2). The awning or canopy may extend over the right-of-way, but shall come no closer than two feet from areas subject to vehicular travel. No such signs shall be allowed in the WLG RMU, WLG OC and WLG RLW zones.

b. Multi-building complexes shall be allowed an additional monument sign of 32 square feet. This sign shall be located at the primary entrance to the complex and shall not extend more than 10 feet in height. No such signs shall be allowed in the WLG RMU, WLG OC and WLG RLW zones.

c. Service stations and any business which is required by law to post specific signs shall be allowed up to an additional 22 square feet of signage to communicate the mandated message. The sign may be installed with the primary sign or installed as a separate 5-1/2-foot-tall monument sign. No such signs shall be allowed in the WLG RMU, WLG OC and WLG RLW zones.

d. A theater or movie house with more than one auditorium shall be allowed an additional 48 square feet of signage. No such signs shall be allowed in the WLG RMU, WLG OC and WLG RLW zones.

e. Second story businesses shall be allowed an eight square foot sign erected at the second story level. No tenant signage shall be allowed above the second story. No such signs shall be allowed in the WLG RMU, WLG OC and WLG RLW zones.

f. Overhanging signs which hang from canopies or awnings over the right-of-way perpendicular to the direction of pedestrian movement shall be allowed, but shall come no closer than two feet from areas subject to vehicular travel. The signs shall be consistently eight inches in height and shall not exceed six feet in length. The bottom of the sign shall have 8-1/2 feet of clearance to the walkway or ground below. One sign shall be allowed for each ground floor tenant. No frontage is required. An overhanging sign shall be allowed in the WLG RMU, WLG OC and WLG RLW zones only as an alternative to a monument or wall sign.

g. A single overhanging sign not hung from a canopy or awning may be substituted for the 32-square-foot maximum sign. The overhanging sign shall be allowed to overhang the right-of-way provided it is attached to the building, comes no closer than two feet from areas subject to vehicular travel, maintains eight and one-half feet of clearance to the walkway or ground below and does not extend more than 14 feet above

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that sidewalk or ground surface. No such signs shall be allowed in the WLG RMU, WLG OC and WLG RLW zones.

4. Sign Features/Restrictions.
 - a. Signs may be indirectly or directly illuminated.
 - b. Awning or canopy signs shall only backlight individual letters or graphics. The entire canopy shall not be backlit.
 - c. Changeable copy, manual or electronic, shall be allowed for up to 50 percent of any allowed sign.
 - d. Lighting which is within 200 feet of a residential zone and which is substantially visible from any residential unit or vacant residential lot shall be extinguished between 10:00 p.m. and 8:00 a.m.

(Ord. 2617, Amended, 06/04/2013; Ord. 2579, Amended, 03/20/2012; Ord. 2393, Amended, 07/06/2004; Ord. 2225, Amended, 02/01/2000; Ord. 2085, Enacted, 01/04/1994)

47.10.412 Permanent Signage Requiring Permit Allowed in the EC Zone.

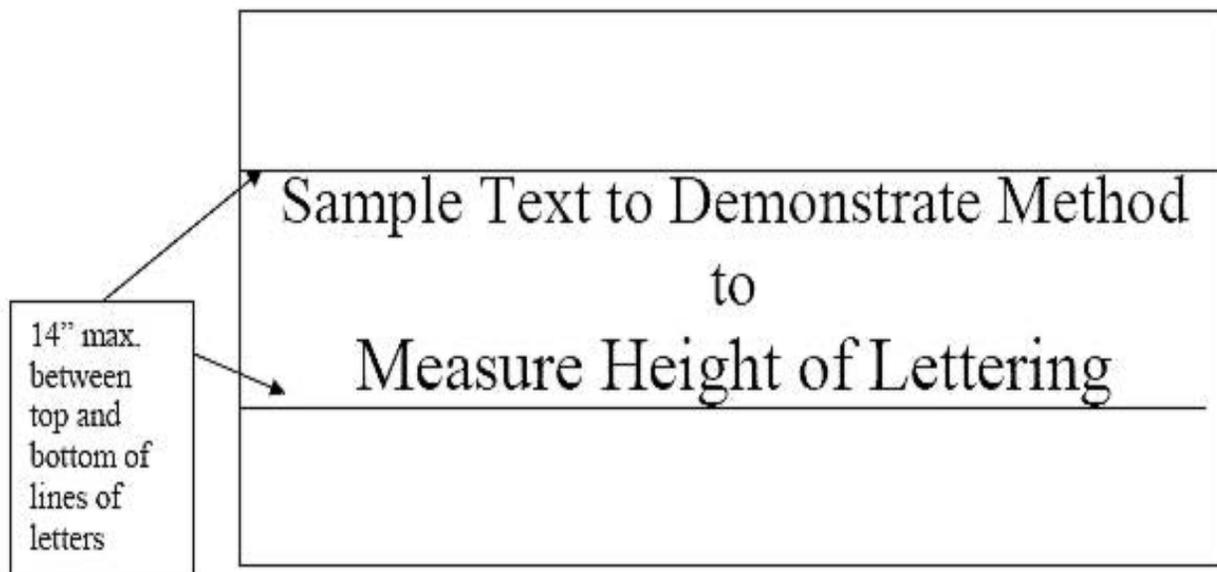
In addition to the permanent, temporary and exempt signs allowed pursuant to LOC 47.06.205, 47.08.300 and 47.08.305 the following signage is allowed in the EC zone subject to permit and fee.

1. Permitted Signs.
 - a. Overhanging Signs.

Overhanging signs may be attached at or below the first floor cornice over public or private pedestrian ways. Such signs shall be uniform in size and placement in relationship to such signs on adjacent buildings and must have a minimum clearance of eight and one-half feet above grade, but in no case shall they be larger than six square feet.
 - b. Cornice Signs.

Signs of up to 32 square feet in size may be erected on a building within a 2-foot high signage area above the first floor windows and below the retail cornice. Lettering shall not exceed 14 inches cumulatively in height. See Table 47.10-A.

**TABLE 47.10-A
METHOD OF MEASURING HEIGHT OF LETTERING FOR CORNICE SIGNS IN EC ZONE**



c. Signs Above the First Floor Cornice.

One sign per building may be located above the first floor cornice level if:

i. The sign is composed of individual letters affixed to or molded or carved into the surface material of the building, does not exceed 24 square feet in area, and the lettering does not exceed 14 inches in height; or

ii. The sign projects over the pedestrian way, does not exceed 16 square feet in area, and is designed to fit within a four-foot by four-foot square.

d. Awning Signs.

A sign consisting of a single row of white or black letters or graphics up to six inches in height shall be allowed on an awning. In addition, a sign 18-inch x 18-inch or smaller graphic symbol or logo shall be allowed on an awning.

e. Window Signs.

Signs painted on the glass surface of a window shall be allowed as long as total sign area does not exceed 4 square feet and white or gold lettering is used. More than one such sign is allowed per window as long as the 4 square foot area restriction is not exceeded.

2. Lighting.

a. All signs except for overhanging signs may be unlit, indirectly lit, or backlit. Awnings and canopy signs shall only backlight individual letters or graphics. The entire canopy shall not be backlit.

b. Overhanging signs shall be unlighted or indirectly lighted.

3. Sensitivity to Architectural Detail Required.

Notwithstanding the above provisions or the provisions of this Sign Code, no sign shall be erected in a manner that obscures architectural detail.

4. Modification of Certain Sign Restrictions.

In order to encourage a variety of attractive signs and provide flexibility for property owners, if an applicant elects not to site a cornice sign under subsection (1)(b) of this section, he or she may increase the size of a sign approved pursuant to subsections (1)(e) (awning signs) or (1)(e) (window signs) to the maximum square footage and letter size allowed for cornice signs pursuant to subsection (1)(b) and shall not be subject to any color restrictions otherwise applicable. If an applicant received approval for a window or awning sign under this subsection, he or she may not thereafter receive approval to site a cornice sign unless the window sign or awning sign is first brought into compliance with subsection (1)(d) or (1)(e) of this section.

5. Sign Maintenance.

a. All signs, together with all their supports, braces, guys and anchors shall be kept in good repair and be maintained in a safe, neat, clean and attractive condition. Signs shall be kept free of rust, corrosion, peeling paint, cracks, fading and other surface deterioration.

b. Illuminated signs shall function properly.

c. Any sign structure or supports that are no longer used shall be removed.

d. Sign Structures shall only be used to support signs. They may not be used to support electrical, telephone, cable or other utility wiring. Exception, collocated telecommunications facilities that meet the requirements of the Community Development Code may be located on an existing sign.

6. Exempt Signs.

The following signs are exempt from the provisions of this section.

a. Interior signs that are not readily visible from any exterior public right-of-way or area open to the public.

b. Interior signs that are located within 15 feet of the business frontage and are visible from any exterior public right-of-way or from any area open to the public that contain lettering of one inch or less in height; and similarly visible interior signs located beyond 15 feet of the business frontage that contain lettering three inches or less in height. Exception: If the combined amount of all visible interior sign faces exceeds 10 square feet, such signs shall be considered "window signs" subject to LOC 47.10.412 (1)(e).

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- c. A sign that is recognized historic element of an historic landmark.
- d. A sign erected by a public agency.
- 7. Exception to the Requirements of this Section.
 - a. The reviewing authority may allow exceptions to this section without the need to obtain a formal variance in one or more of the following circumstances:
 - i. The applicant demonstrates that the physical characteristics of the site or existing structure make compliance impractical.
 - b. A request for exception under this provision may be processed as part of the underlying application or separately as a major development pursuant to LOC 50.07.003.15.
(Ord. 2617, Amended, 06/04/2013; Ord. 2579, Amended, 03/20/2012; Ord. 2438, Amended, 12/06/2005; Ord. 2316, Amended, 03/05/2002; Ord. 2225, Add, 02/01/2000)

47.10.415 Permanent Signage Requiring Permit Allowed in Commercial Zones (MC, HC, CR&D, OC, PF and CI).

In addition to the temporary and permanent signage allowed without permit in the commercial, public facility, and campus institutional zones the following signage is allowed in the MC, HC, CR&D, OC, PF, and CI zones subject to permit and fee.

- 1. Free-Standing Signs.
 - a. Free-standing complex signs shall be allowed provided that:
 - i. The sign is located at:
 - A. The periphery of public street intersections of the complex area defined by Carman Drive, Kruse Way, Bangy Road and Ball Creek; and
 - B. The Marylhurst Campus Institutional Area/Hwy 43 street intersection (two streets);and
 - ii. The size shall not exceed 40 square feet, except that the maximum sign area may be increased in scale to a maximum of 60 square feet where appropriate for the scale of the complex and visual identity along Bangy Road, Kruse Way, or Carman Drive.
 - b. A building sign of up to 32 square feet may be located at each major access to a building site. The building sign shall be a monument type sign or shall be placed on the face of a landscape wall, retaining wall, or similar structure. Except as provided in subsection (1)(b)(2) of this section, building signs shall be in addition to tenant signs. For building signs within the area defined by Carman Drive, Kruse Way, Bangy Road and Ball Creek, the following additional provisions shall apply:
 - (1) If the sign consists of lettering, emblems or figures attached to a wall that is 75 square feet or larger, the sign area shall be considered to include only the area within the perimeter immediately surrounding the lettering, emblems or figures, regardless of the number of messages displayed on the wall. Except as provided in subsection (1)(b)(3) of this section, the total area of all signage on the wall shall not exceed 32 square feet.
 - (2) If the signage is for a tenant, it shall replace the signage allowed under subsections (2)(b) and (2)(c) of this section.
 - (3) The allowed area of signage on a wall of 75 square feet or larger may be increased by no more than five square feet, provided that the increased sign area is used to display only the number of the building address.
 - (4) For the south major access to the building site located at 5885 Meadows Road, the allowed signage may be placed on two walls that are each 75 square feet or larger. However, the area of all signage on both walls combined shall not exceed 48 square feet in total, plus an additional five square feet for the number of the building address.
 - c. Retail development shall be allowed the freestanding signs generally permitted in LOC 47.10.410(1).

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d. Incidental retail tenants (retail tenants located in other than retail buildings or shopping centers, and providing retail services primarily for businesses and employees within the complex) who are dependent on visibility for business shall be allowed one ground mounted for each exposure to vehicular traffic. The incidental retail tenant sign shall be in addition to the signs allowed in LOC 47.10.415(2).

2. Signs Attached To Buildings.

a. Wall signs for buildings having exposure to I-5/Hwy 217 shall be allowed as follows:

(1) Hotels shall be allowed one on-building sign for each building elevation (side or face) visible to vehicular traffic on I-5 and Hwy 217. Each hotel shall be allowed a maximum of three such signs, and each sign shall have a maximum size of 64 square feet.

(2) All other buildings having exposure to I-5/Hwy 217 shall be allowed one sign for each tenant for each building elevation (side or face) visible to vehicular traffic. Each building shall not be allowed more than a maximum of six signs (with a maximum of three signs on any one side or face of a building), and each sign shall have a maximum size of 48 square feet.

b. Buildings without exposure to I-5/Hwy 217 shall be allowed one sign for each tenant for each building elevation (side or face) visible to vehicular traffic. Each building shall not be allowed more than a maximum of six signs (with a maximum of three signs on any one side or face of a building), and each sign shall have a maximum size of 24 square feet. The maximum area may be increased in scale to a maximum of 32 square feet where appropriate for the size of the tenant and the scale of the building.

c. As an alternative to a sign allowed under subsection (2)(b) of this section, a retail tenant in a non-retail development shall be allowed a sign band sign as provided in LOC 47.10.410(2), or shall be allowed to substitute an awning or canopy sign for the sign band sign as provided in LOC 47.10.410(3)(a).

d. Retail development shall be allowed the signs attached to buildings generally permitted in LOC 47.10.410(2).

3. Additional Signs Allowed.

a. On-site incidental signs shall be allowed up to 24 square feet in area.

b. Off-site incidental signs of up to 24 square feet shall be allowed. Off-site signs shall only be located on property which is not contiguous with the development site and which is not in the same ownership. Off-site signs shall not be placed along arterial streets except at their intersection with another arterial or collector street. Off-site signs for hotels shall have a maximum size of 32 square feet.

c. An on-site sign oriented primarily toward vehicle circulation which shall be limited in area to a maximum of two square feet per tenant or use on the site, up to a maximum of 40 square feet.

d. One sign oriented toward pedestrian circulation areas shall be a maximum of 24 square feet in area, and eight feet in height. The sign may be freestanding or located on the building.

4. Sign Features/Restrictions.

a. No pole signs shall be allowed.

b. Signs shall not be attached to parking structures, or to portions of buildings that serve as parking facilities.

c. Off-site signs shall not be placed along arterial streets except at their intersection with another arterial, collector street or access entrance for multiple buildings.

d. Monument signs shall not exceed eight feet in height.

e. All developments shall have sign criteria affecting the development as a whole approved as part of any master plan (overall development plan and schedule/planned development) approval to insure compatibility between signs on individual development parcels or on individual structures.

(Ord. 2617, Amended, 06/04/2013; Ord. 2393, Amended, 07/06/2004; Ord. 2225, Amended, 02/01/2000; Ord. 2085, Enacted, 01/04/1994)

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47.10.420 Permanent Signage Requiring Permit Allowed in Industrial Zones I and IP.

In addition to the temporary and permanent signage allowed without permit in the industrial zones pursuant to LOC 47.06.205, 47.08.300(2)(b) and 47.08.305, the following signage is allowed in industrial zones subject to permit and fee.

1. Freestanding Signs.
 - a. Allowable Area: Maximum 32 square feet.
 - b. Number: One sign shall be allowed for the primary frontage. Another sign shall be allowed on any secondary frontage that is 300 feet or more in length.
 - c. Height: Maximum 8 feet.
 - d. Sign Types: Monument signs only.
2. Signs Attached To Buildings.
 - a. Allowable Area: The 32-square-foot maximum allowed for freestanding signs may be transferred to allow signs attached to buildings as an alternative. An additional sign or signs shall be allowed within a two foot high horizontal sign band. The sign band signs may be 75 percent of the building or business storefront whichever is less.
 - b. Number: The maximum 32-square-foot sign shall be restricted identically to the freestanding sign. Signs within the sign band shall equal the number of frontage businesses located on the ground floor.
 - c. Height: The maximum 32-square-foot sign shall not be placed higher than 18 feet on any structure. The sign band shall not exceed two feet in height and shall extend along one or more sides of a structure located between the windows and the parapet on a one story building with a pitched roof. On a multi-story building it shall be located above the windows and below the second story line.
 - d. Sign Types: Wall signs and sign bands are allowed.
3. Additional Signs Allowed.
 - a. Awning or canopy signs meeting the same size and number restrictions as sign bands may be submitted for the sign band signs allowed by LOC 47.10.420(2). The awning or canopy shall not extend into the right-of-way.
 - b. Multi-building complexes shall be allowed an additional monument sign of 32 square feet. This sign shall be located at the primary entrance to the complex and shall not extend six feet in height.
4. Sign Features/Restrictions.
 - a. Signs may be indirectly or internally illuminated.
 - b. Awning or canopy signs shall only backlight individual letters or graphics. The entire canopy shall not be backlit.
 - c. Changeable copy, manual or electronic, shall be allowed for up to 50 percent of any allowed sign.
 - d. Lighting which is within 200 feet of a residential zone and which is substantially visible from any residential unit or vacant residential lot shall be extinguished between 10:00 p.m. and 8:00 a.m.
(Ord. 2225, Amended, 02/01/2000; Ord. 2085, Enacted, 01/04/1994)

47.10.425 Institutional, Public Facilities or Open Space Land Uses Listed As Conditional Nonconforming Uses, and Signs in Park and Natural Area Zone.

If an institutional use, public facility or open space land use is located on a site which is in a zone which allows the use only as a conditional use, or if the use is a nonconforming use, or lot is located in the park and natural area (PNA) zone, then the following restrictions apply. These restrictions are in addition to the temporary and permanent signage allowed without permit in the zone in which the use is located.

1. Freestanding Signs.
 - a. Allowable Area: Maximum 32 square feet.
 - b. Number: One sign shall be allowed for the primary frontage. Another sign shall be allowed on any secondary frontage that is 300 feet or more in length.

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- c. Height: Maximum six feet.
- d. Sign Types: Monument signs only.
- 2. Signs Attached To Buildings.
 - a. Allowable Area: The 32-square-foot maximum allowed for freestanding signs may be transferred to allow signs attached to buildings as an alternative.
 - b. Number: The sign shall be restricted identically to the freestanding sign.
 - c. Height: The sign shall not be placed higher than 18 feet on any structure.
 - d. Sign Types: Wall sign.
- 3. Additional Signs Allowed.
 - a. Non-illuminated eight-inch maximum signage shall be allowed on awnings or canopies.
- 4. Sign Features/Restrictions.
 - a. Except at otherwise indicated, signs may be indirectly or internally illuminated.
 - b. Changeable copy, manual or electronic, shall be allowed for up to 50 percent of any allowed sign.
 - c. Lighting which is within 200 feet of a residential zone and which is substantially visible from any residential unit or vacant residential lot shall be extinguished between 10:00 p.m. and 8:00 a.m.
(Ord. 2617, Amended, 06/04/2013; Ord. 2085, Enacted, 01/04/1994)

This packet contains certain portions of the Lake Oswego City Code and is provided for informational purposes only and should not be relied upon as the official Code or Charter.

NOTE: Certain sections are NOT COMPLETE. Some sections are omitted as their content is not directly related to the intent of this packet. Where this occurs, the omission is represented by (...).

Copies of the official City Code and Charter may be obtained through the City Attorney's Office and the entire Code can be viewed online at <http://www.codepublishing.com/or/lakeoswego/>



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