



Electronic Messaging Display Sign (EMD)

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SUBMITTAL REQUIREMENTS

Prior to application to the Building Inspection Division for a building permit for an electronic sign, please provide the following information to the Planning Division for review and approval. **Property owner must sign & initial.**

Sign Permit Application (*attached*)

Short Form Building Permit (*attached*)

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EMD – AFFIRMATION OF COMPLIANCE

EMD signs are allowed only in the C-L, C-H, I-L, I-M, I-H and PUD zone districts. An EMD sign in the C-L zone district is limited in hours of operation from 6 am to 10 pm

The area of the EMD shall not exceed fifty (50) percent of a sign face

The EMD shall contain static messages only, changed only instantly or through dissolve or fade transitions, or with the use of other subtle transitions and frame effects that do not have the appearance of moving text or images, and which may otherwise not have movement, or the appearance or optical illusion of movement, of any part of the sign structure, design, or pictorial segment of the sign, including the movement of any illumination or the flashing, scintillating or varying of light intensity

The displayed message shall not change more frequently than once per thirty (30) seconds, except for Time-and-Temperature signs which shall not change more frequently than once per three seconds

EMD shall have automatic dimmer software or solar sensors to control brightness for night time viewing. The intensity of the light source shall not produce glare, the effect of which constitutes a traffic hazard or is otherwise detrimental to the public health, safety or welfare. Lighting from the message module shall not exceed 600 nits (candelas per square meter) between dusk to dawn as measured from the sign's face

Applications for sign permits containing an electronic display shall include the manufacturer's specifications and initial nit (candela per square meter) rating and the method of dimming

Messages displayed on the sign module shall only direct attention to a business, product, service or entertainment conducted, sold or offered on the premise on which the sign is located. Community emergency alerts such as traffic hazards, inclement weather or Amber Alerts are exempt from this requirement

All existing electronic message displays that contain an electronic changeable copy module which does not comply with the provisions of the Development Code shall be made to conform with the provisions upon the effective date of the ordinance approving such provisions

Any premise that contains an outdoor Electronic Message Display shall not be allowed any temporary signs (per Section 24-1338)

Property Owner Signature:

Date:

Planning Division Approval:

Date:



Sign Permit

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SUBMITTAL REQUIREMENTS

Application Form

Permit Fee

Owner Affidavit giving an agent, such the tenant or sign contractor, permission to act on the owners behalf

Site Plan demonstrating the location of proposed sign(s), distance to center line of the right-of-way, building dimensions and lot frontage dimensions*

Building Elevations demonstrating building dimensions, dimensional details of sign(s) and sign(s) content*

2 copies of Wet Stamped Engineering & Footing Plans (if 8' tall or higher, or more than 60 SF of surface area)

Valuation of Work \$

**If located in a multi-tenant building, applicant must submit drawings and dimensions depicting the entire building*

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BUSINESS/OWNER/APPLICANT INFORMATION

Name of Establishment:

Property Address:

Property Zoning:

Tenant Phone #:

Property Owner:

Owner Phone #:

Sign Contractor:

Contractor Phone #:

Shopping Center:

Tenant Email:

Owner Email:

Contractor Email:

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AUTHORIZATION

** Authorized Agent Signature:

Planning Division Approval:

Permit Fee:

Date:

Permit #:

*** Owner affidavit required if the application is not signed by the property owner*

