

## **SECTION 12-300 SIGN REGULATIONS**

### 12-300 SIGN REGULATIONS

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### **12-300 Sign Regulations**

#### **12-301. Intent**

This Section is designed to provide regulations for the erection and maintenance of signs. The general objectives of these regulations are to enhance the health, safety, welfare and convenience of the public and to achieve the following:

- A. To promote the safety of persons and property by providing that signs not create a hazard due to collapse, fire, collision, decay or abandonment, and do not create traffic hazards by confusing or distracting motorists, by impairing the driver’s ability to see pedestrians, obstacles or other vehicles, or to read traffic signs.
- B. To promote the efficient communication of sign messages that provide information most needed and sought by the public, and to ensure that persons exposed to signs are not overwhelmed by the number of messages presented and are able to exercise freedom of choice to observe or ignore those messages according to the observer’s purpose.
- C. To protect the public welfare and to enhance the appearance and economic value of the landscape by protecting scenic views. In addition, signage shall not create a nuisance to persons using the public right-of-way, and shall not create a nuisance to occupancy of adjacent and contiguous property by their brightness, size, or height.
- D. To preserve and promote the visual and aesthetic quality of the county in order to enhance citizen’s quality of life, provide a favorable investment climate, and implement the goals of the County’s adopted comprehensive plan.

- E. To serve as general guidelines for the administration of signs through the Planned Unit Development process on rezoning and/or Detailed Development Plan applications, such as a Specific Development Plan.
- F. To comply with all federal and state laws promoting freedom of speech and expression and content-neutral regulation of signs, as interpreted by relevant court decisions.

**12-302. General Requirements**

- A. A sign permit shall be required from the PWD Building Division for all signs exceeding six (6) square feet in area, unless otherwise exempted by regulations within this 0. In addition, a sign permit shall be required at any time the sign area is increased, and any time a static message sign is converted to an electronic message sign, or vice versa. Applications for sign permits shall be made to the Arapahoe County Department of Public Works and Development. Upon receipt of such application the Department shall act on the application within sixty (60) days of the date of receipt of the application.
- B. Freestanding signs permitted by these regulations shall be no taller than six (6) feet to the top of the sign structure, unless otherwise permitted.
- C. All requests for a sign permit shall be accompanied by a drawing that is fully dimensioned, showing the sign structure and message, and a site plan showing the location, setbacks, height and sign area of all proposed and existing signage.
- D. Sign permit fees shall be established by the Board of County Commissioners and paid to the PWD Building Division.
- E. Signs within PUDs shall comply with the provisions set forth within the General and/or Specific Development Plan for the parcel, as approved and/or amended by the Board of County Commissioners or otherwise as provided under the Land Development Code. However, these Sign Regulations shall govern if the General and/or Specific Development Plans do not address provisions required by these regulations (i.e., permits, prohibited signs, definitions, etc.).
- F. These regulations recognize other regulations pertaining to signage, such as the State of Colorado, Department of Highways, “Rules and Regulations Pertaining to Outdoor Advertising,” effective January 1, 1984, as may be amended. Where any provision of these regulations cover the same subject matter as other regulations, the more restrictive regulation shall apply.
- G. Sign Area Measurement
  - 1. Area to be Measured

The structure or bracing of a sign shall be omitted from the measurement unless the structure or bracing is made part of the message or face of the sign. Where a sign (including but not limited to an awning sign) has two display faces placed

back to back, the area of only one face shall be included in determining the area of the sign.

2. Sign With Backing

The area of all signs with backing or a background, material or otherwise, that is part of the overall sign display shall be measured by determining the sum of the areas creating the smallest single perimeter enclosing the display surface or face of the sign including the frame, backing, face plates, nonstructural trim or other component parts if not used for support.

3. Signs Without Backing

The area of all signs without backing or a background, material or otherwise, that is part of the overall sign display shall be measured by determining the sum of the areas creating the smallest single perimeter enclosing the limits of each letter, word, written representation (including any series of letters), emblems, logos or figures of similar character including the frame, face plates, nonstructural trim or other component parts if not used for support.

4. All Other Signs or Combinations of Signs

The area of any sign having parts both with and without backing shall be measured by determining the total area constituting the smallest single perimeter enclosing the limits of either of the following combinations:

- (i) The display surface or face of the sign including all frames, backing, face plates, nonstructural trim: or
- (ii) Other component parts not otherwise used.

H. Illumination and Color

Illuminated signs shall be by illuminated by lighting internal to the sign. If this is not possible, the source of illumination shall be shielded and shall not cause glare on adjacent properties. Top of Building Signs located on office and industrial buildings shall not be illuminated after 10 p.m. or before 6 a.m.

I. Public Right-of-Way

All signs erected in public rights-of-way by the federal, state, or local government or by a public agency authorized by the federal, state, or local government for the purpose of controlling or directing the traveling public shall be exempt from the provision of these Regulations.

J. Maintenance

Signs and sign structures shall be maintained by their owners at all times in a state of good repair, with all braces, bolts, clips, supporting frame and fastenings free from deterioration, insect infestation, rot, rust, or loosening. Signs shall be able to safely withstand the maximum wind pressure for the area in which they are located. The County Building Inspector shall have the authority to order the repair, alteration, or removal of a sign or sign structure which constitutes a hazard to life or property. In the event that such a sign has not been removed, altered, or repaired within thirty (30) days after written

notification from the Director of PWD or a designated representative, or the County Zoning Administrator or a designated representative, the County shall have the authority to remove said sign or structure at the expense of the owner of the premises on which the sign is located, without liability to the County.

**12-303. Signs Not Required To Obtain Permits**

The following types of signs are allowed without need to first obtain a sign permit from the County:

- A. Any official and legal notice issued by, or any sign or notice required to be installed by, any government, public body, person, officer, or court in performance of a public duty or in giving any legal notice.
- B. Any interior sign located within an activity and/or structure and not visible from a public right-of-way or adjacent property.
- C. Any tablet, plaque, or cornerstone etched or carved into or onto buildings.
- D. One sign per building surface that does not exceed two (2) square feet in size and does not project more than six (6) inches from the building surface.
- E. Any temporary sign erected for a period not to exceed ninety (90) consecutive days in a calendar year, that does not exceed six (6) square feet in size and does not exceed four (4) feet in height on any lot or property where the primary use is a single-, two-, or multi-family residential structure. These temporary signs shall not be required to meet the minimum yard setback requirements of the districts in which they are located, but shall not impair visibility for traffic movement.
- F. Any temporary sign erected for a period not to exceed ninety (90) consecutive days in a calendar year, that does not exceed thirty-two (32) square feet in size, and that does not exceed four (4) feet in height on any property where the primary use is agricultural, commercial or industrial. These temporary signs shall not be required to meet the minimum yard setback requirements of the zoning districts in which they are located, but shall not impair visibility for traffic movement.
- G. Temporary site or building decorations that are displayed for a period of not more than sixty (60) consecutive days and not more than sixty (60) days in any one year.
- H. Any sign that is located on a lot where the primary use is commercial or industrial, that is oriented primarily for viewing by persons travelling within the lot (and not from a public street or right-of-way), that does not exceed ten (10) square feet in size and does not exceed four (4) feet in height. The signs allowed under this paragraph shall not be required to meet the minimum yard setback requirements of the zoning district in which they are located, but shall not impair visibility for traffic movement.
- I. Flags that are located on a lot where the primary use is single-, two-, or multifamily residential structure(s) and that do not exceed twenty (20) square feet in size and are

mounted on a pole that does not exceed thirty-five (35) feet in height or the maximum height permitted in the zoning district in which the lot is located, whichever is less.

- J. Flags that are located on a lot or parcel where the primary use is agricultural, commercial, or industrial and that do not exceed fifty (50) square feet in size and are mounted on a pole that does not exceed fifty (50) feet in height or the maximum height permitted in the zoning district in which the lot or property is located, whichever is less.

**12-304. Signs Prohibited in All Districts**

The following types of signs are not permitted in any zoning district in unincorporated Arapahoe County:

- A. Signs on which a message appears on more than two (2) faces.
- B. Signs constituting a traffic hazard.  
No person shall install or maintain or cause to be installed or maintained any sign that simulates or imitates in size, color, lettering, or design any traffic sign or signal, or that includes any other words, phrases, symbols and/or characters that may interfere with, mislead or confuse traffic or otherwise create a traffic hazard.
- C. Signs on public property.  
Signs are prohibited on any street, median, island, parkway, sidewalk utility pole, tree, traffic control sign post, traffic signal, any other official traffic control device, within or projecting over any public road right-of-way, or on or projecting over any other public property without the approval of the government or public entity that owns or regulates traffic or activities on that public property, except that signs on bus benches and transit shelters that conform with this Section 12-300 shall be permitted.
- D. Obscene or unlawful materials.  
It shall be unlawful for any person to exhibit, post or display, or cause to be exhibited, posted, or displayed upon any sign, anything of an obscene nature, or unlawful activity (as defined by the Colorado Revised Statutes, as amended, or as interpreted by the courts of the State of Colorado or the United States).
- E. Signs on doors, windows, or fire escapes.  
No sign shall be installed or maintained so as to prevent free ingress to or egress from any door, window or fire escape. No sign of any kind shall be attached to a stand pipe or fire escape, except those signs required by other codes or ordinances.
- F. Animated or moving signs.
- G. Interior and/or exterior signs visible from a public right-of way consisting of any moving, swinging, rotating, flashing, blinking, scintillating, fluctuating or otherwise animated light are prohibited, however this does not include electronic message boards that comply with this Chapter 12-300.
- H. General outdoor advertising signs.

Signs for the purpose of general outdoor advertising of products or services not located on the lot or parcel where the sign is located, unless approved by the Board of County Commissioners pursuant to the Land Development Regulations.

I. Vehicle signs.

Any automobile truck, or other vehicle that is wrapped or coated with materials or is decorated to be used and placed on a property as a sign or any trailer whose primary use is to convey a visual message rather than to transport persons, animals, or goods and is placed on a property to be used as a sign.

J. Flags, banners or other devices designed or allowed to wave, flap or rotate with the wind that do not comply with Sections 12-303.I, 12-303.J, 12-306.05, 0, and/or 12-306.07.

K. Signs in proximity to utility lines.

No sign shall be constructed or maintained that has less horizontal or vertical clearance, or that is located within any required easement width, from authorized communication or energized electrical power lines, than that required by the laws of the State of Colorado and regulations duly promulgated by agencies of the state or electric utilities authorized to serve Arapahoe County.

L. Portable signs that are not permanently affixed to any structure on the site or permanently mounted to the ground.

M. Any signs emitting sound.

N. Roof-mounted signs or signs which project above the highest point of the building.

O. Signs attached to a building which project perpendicularly from the building a distance of more than eighteen (18) inches.

P. Signs attached parallel to the wall of a building, but mounted more than eighteen (18) inches from the wall.

**12-305. On-Premise Signs**

A. For lots and parcels on which the primary use is agricultural or residential, the following on-premise signs shall be allowed:

1. One (1) sign per dwelling that does not exceed two (2) square feet in area. No permit is necessary for this type of sign.
2. One (1) temporary sign per primary structure containing a residential dwelling that is not a multifamily dwelling, that does not exceed six (6) square feet in area, that does not exceed four (4) feet in height (including posts), and that is not illuminated. These signs shall not be required to meet minimum yard setback requirements of the zone district in which they are located, but shall not impair visibility for traffic movement. No permit is necessary for this type of sign.
3. Temporary signs on vacant lots or parcels of land, provided that the total surface area of all such signs (does not exceed one hundred (100) square feet per lot or

parcel, provided that the total surface area of any one sign does not exceed fifty (50) square feet, and provided that the signs are set back at least ten (10) feet from the property boundaries and the public rights of way.

4. One (1) temporary sign per street frontage on each lot containing a primary structure with a multifamily or non-residential use, provided that the total surface area of each sign does not exceed thirty-two (32) square feet per face (a maximum of two (2) faces are permitted for each sign) and does not impair traffic visibility.
- B. In Agricultural zoning districts A-E and A-1, one additional sign per permitted use, accessory use, special exception use or use by special review shall be permitted per street frontage, provided the total surface area of such signs does not exceed fifty (50) square feet per lot or parcel.
  - C. One (1) sign located at each entrance to a residential from an adjacent public street, provided that the surface area of each sign does not exceed forty (40) square feet, the maximum height of such signs shall not exceed six (6) feet, and the signs are located so as not to impair vehicular visibility.
  - D. Temporary signs located at the entrance to an approved subdivision where dwelling units are under construction or approved to be constructed; provided that no more than one sign is located adjacent to each street abutting the subdivision and that the total surface area of each sign face do not exceed thirty-two (32) square feet. This type of sign shall be located at least ten (10) feet from the public right of way, but otherwise shall not be required to meet minimum yard setback requirements of the zoning district in which it is located and shall not remain erected after the last dwelling unit is sold, rented or leased.
  - E. One (1) temporary sign per model home within an approved residential subdivision, provided that the surface area of each sign does not exceed sixteen (16) square feet. Such signage shall be located at least ten (10) feet from the public right of way, and shall not remain erected after the last model home is sold, rented or leased.

**12-306. General Provisions - All Uses**

**12-306.01. Fascia Signage Message Heights.**

The maximum height of fascia messages shall be determined by measuring the distance between the nearest adjacent public right-of-way and the location of the fascia upon which the fascia sign is to be placed, at the rates shown in the table below. Up to 10 percent of the width of the fascia may be occupied by message content up to one and one-half (1 ½) times the maximum height of the message height shown in the table below.

<b>TABLE 4-11.1 MESSAGE HEIGHT FOR SIGNS</b>		
<b>Distance from R-O-W (feet)</b>	<b>Signs Between Top of Storefronts and Second Level Finish Floor (inches)</b>	<b>Top of Building Signs (inches)</b>

0 - 50	12	18
51 - 100	18	24
101 - 150	24	30
151 - 200	30	36
201 - 250	36	42
251 - 300	42	48
301+	48	48

**12-306.02. Fascia Signage Maximum Sign Area and Location.**

The maximum allowable sign area for any fascia sign shall be measured by multiplying the permitted letter height by two-thirds the length of the fascia or building elevation upon which such sign is placed, provided, however, that no fascia sign shall exceed 200 square feet, unless otherwise stated in this Section 0 (see, sections 12-307, 12-308, and 12-309 of these Sign Regulations for additional limitations). In cases where a property user has two structures, one of which is accessory, whether attached or not, and more than one structure faces the same adjacent public right-of-way, only one of the structures will be permitted fascia signage. Fascia signage shall not be permitted to be placed above the first floor elevation for the structure upon which it is placed, unless otherwise specifically permitted in this Section 0. Fascia signs may be placed on commercial buildings in only two locations: (1) the space between the top of storefronts and the second finish floor and, (2) Top of Building Signs (as defined in these Regulations). Fascia signs shall not overlap or cover features of the building, such as cornices, eaves, windows, door frames, columns and other decorative elements.

**12-306.03. Top of Building Sign Locations.**

Top of Building Signs may not be located on building elevations adjacent to residential zoned property. Top of Building Signs shall not be visible from residences located within one-half mile of the building.

**12-306.04. Additional Freestanding Signs.**

Up to two (2) freestanding signs per access to a public right-of-way shall be permitted for each lot or parcel, or for contiguous lots or parcels under common ownership or control, provided that the included property contains at least ten (10) acres in land, the primary use of the property is institutional, commercial, or industrial, or a combination of such uses, each allowed additional sign does not extend more than six (6) feet above ground level, and the total surface area of each sign does not exceed forty-eight (48) square feet per sign face.

**12-306.05. Banners.**

Banners shall be allowed and shall be limited to a total of one (1) banner sign not exceeding fifty (50) square feet in area per business, organization, or tenant. Banners for properties where the primary use is a multi-family structure(s) shall not exceed one (1) fifty (50) square foot banner per street frontage. Banners shall be securely mounted to wall or structure on the premises. Banners may be allowed on fencing for projects currently



under construction. Banners are never allowed to be freestanding. Banners must be maintained in good repair at all times. These Banners may be authorized through an application for temporary use permit in accordance with this Land Development Code.

**12-306.06. Flag Banners/Feather Flags.**

Flag banners/feather flags shall be allowed at a rate of two per business, organization, or tenant, provided that each banner and feather flag does not exceed twenty (20) square feet in area, does not exceed ten (10) in height, is placed in a landscaped area, is set back at least ten (10) feet from each public right-of-way, and does not impede sidewalk pedestrian traffic. Flag banners/feather flags shall not be placed in any public right-of-way. These Flag banners/feather flags may be authorized through an application for temporary use permit in accordance with this Land Development Code.

**12-306.07. Flags or banners on light poles.**

Flags may be installed interior to a development, or banners may be attached to existing light poles interior to a development, provided that the flag or banner is not on or overhanging a public right-of-way and provided that the flag or banner does not exceed fifteen (15) square feet in size. These flags or banners may be authorized through an application for temporary use permit in accordance with this Land Development Code.

**12-306.08. Electronic Message Boards**

The information displayed on the sign face must be a complete message, thought and/or advertisement and shall be shown in its entirety at one time. No message shall visible on the sign face shall require a change in words, devices, symbols, etc. or additional words, devices, or symbols, etc., to complete its message or meaning. At no time may the sign face flash, blink, rotate or change. The sign face may not be changed more than once every five (5) minutes and may include multiple colors. The entire display must be turned off while the sign face is being changed. Lighting shall conform to chart below:

- A. Candela per square meter shall mean a unit of measurement referring to the illumination of exposed LED (light emitting diode) lighting and also referred to as nits.
- B. The intensity of the LED display shall not exceed the levels specified in the table below:

<b>TABLE 4-11.2 LED DISPLAY INTENSITY</b>		
<b>Intensity levels (nits)</b>		
<b>Color</b>	<b>Daytime</b>	<b>Nighttime</b>
Red only	3,150	1,125
Green only	6,300	2,250
Amber only	4,690	1,675
Full color	7,000	2,500

**12-307. Specific Provisions - Office And Industrial Uses**

**12-307.01. Single Tenant Office Building**

An office building containing a single tenant shall be allowed a maximum of three (3) fascia signs. The tenant shall be allowed to place more than one fascia sign on a building elevation (up to the maximum of three fascia signs), but in no event shall the total square footage of fascia signage placed on any one building elevation exceed sixty-four (64) square feet. Only one (1) Top of Building Sign per elevation is permitted. One (1) freestanding sign per street frontage is permitted.

**12-307.02. Multi-Tenant Office Building**

An office building containing more than one tenant shall be allowed fascia signage and Top of Building signage at the same rate as permitted for the single tenant office building. Two (2) freestanding signs per street frontage are permitted.

**12-308. Specific Provisions - Hotel and Hospital Uses**

**12-308.01. Fascia Signage**

Hotels and hospitals shall be permitted a maximum of three (3) fascia signs. The total square footage of fascia signage per building elevation shall not exceed one hundred twenty (120) square feet or the square footage of the allowable letter height times one-half (1/2) the length of the building elevation containing the fascia sign, whichever is less.

**12-308.02. Freestanding Project Identification Sign**

One (1) freestanding sign per street frontage shall be permitted provided that the sign does not exceed six (6) feet in height, nor forty-eight (48) square feet per face.

**12-309. Specific Provisions - Retail Uses**

**12-309.01. Single Tenant Retail Buildings**

A building containing one retail tenant shall be permitted a maximum of three (3) fascia signs and one freestanding sign. The freestanding sign shall not exceed six (6) feet in height, nor forty-eight (48) square feet per face.

**12-309.02. Multi-Tenant Retail Buildings**

A building containing more than one retail tenant shall be permitted one fascia sign per entrance. Each tenant is allowed one fascia sign per storefront facing a public and/or private right-of-way. If the primary entrance to a multi-tenant retail building does not face a public right-of-way and if the rear of said building does not have an entrance but does face a public right-of-way, the rear fascia of the tenant's lease space may contain a fascia sign. Such fascia sign square footage shall not exceed one-half (1/2) of the size of the fascia sign located above the primary entrance to the lease space.

**12-310. Specific Provisions – CMRS Facilities**

Commercial Mobile Radio Service Facilities (CMRS) shall be permitted only the signs allowed under Section 12-303 except as otherwise regulated by the use specific standards for CMRS facilities in Sections 12-1100. Owners/Operators are encouraged to provide emergency maintenance response information.

**12-311. Off-Premise Signs**

**12-311.01. Bus Stop or Transit Shelter**

Bus stop or transit shelter signs shall be permitted in all zoning districts, and shall not be larger than the bench on which they are placed. At any officially recognized public bus or transit shelter, no more than one (1) bench or transit shelter may be placed within the public right-of-way following issuance of applicable County permit. However, a maximum of two (2) bus benches shall be permitted at any officially recognized public bus stop located along a designated arterial roadway. Complaints registered by adjacent property owner and/or a homeowners association regarding the condition or maintenance of the sign (but not its content) may be cause for removal of the bus bench or transit shelter and/or its advertising. This paragraph does not authorize advertising on buildings or light rail stations.

**12-311.02. Off-Premise Signs**

Off-premises signs are permitted in B-3, B-4, B-5, I-1, and I-2 zoning districts subject to the Use By Special Review procedure, provided that these signs meet the following criteria.

- A. Any off-premise sign shall meet the required accessory use setbacks for the zoning district in which it is located.
- B. Off-premise signs shall not extend more than six (6) feet above ground level and shall not exceed forty-eight (48) square feet in sign area per face.
- C. The minimum distance between off-premise signs shall not be less than three hundred (300) feet.
- D. Permits for off-premise signs shall be approved for periods of one (1) year each, which may be renewable.

- E. The State of Colorado Department of Transportation (CDOT) has adopted “Rules and Regulations Pertaining to Outdoor Advertising Effective January 1, 1985,” pursuant to the Colorado Revised Statutes (C.R.S., 43 -1-401 et seq., as amended). On all properties within the unincorporated portions of Arapahoe County that abut Interstate 25 (I-25) and other state highways (Highway 83, Arapahoe Road, etc.), these State Highway Regulations, to the extent that they are more restrictive and comply with all requirements of state and federal law, are recognized to be in full force and effect and supersede these regulations.

**12-312. Billboards**

Billboards, because of their size, design, visual impact along public roadways and potential interference with public safety, are permitted only in B-3, B-4, B-5, I-1, and I-2 districts, and are subject to the Use By Special Review procedure outlined in these Land Development Regulations, and to the following:

- A. Billboards proposed to be erected on property abutting right-of-way for the Interstate or State Highway system require sign permit approval from the CDOT and the Public Works Department Building Division, or as may be required by federal and/or state laws.
- B. The maximum sign area permitted for a billboard shall be three hundred (300) square feet per sign face, the maximum height of any billboard shall be thirty-five (35) feet above ground level, and the location of each billboard shall not impair traffic visibility. If there are two (2) sign faces they must be placed back-to-back on the same structure.
- C. No billboard shall be located less than five hundred (500) feet of any other billboard.
- D. No billboard shall be located within five hundred (500) feet of any residentially zoned property in any jurisdiction measured in a straight line in any direction from the nearest point on the sign structure to the residential zoning district boundary.

**12-313. Nonconforming Signs**

**12-313.01. General Provisions**

Section 12-301, Intent, describes an intended direction for the administration of signs in Arapahoe County. In order to reach those objectives, the eventual termination of signs that do not conform to these Regulations is both reasonable and desirable.

**12-313.02. Continuance of Nonconforming Signs**

Except as provided in Section 12-313.03 below, any nonconforming sign may be continued in operation and maintained after September 30, 2011 (the effective date of this Section); provided, however, that no such sign shall be changed in any manner that increases the nonconformance of such sign with the provisions of this Section 12-313; and provided that the burden of establishing a sign to be nonconforming under this Section 12-

313 rests entirely upon the person(s), firm, or corporation claiming a nonconforming status for a sign.

**12-313.03. Termination of Nonconforming Signs**

**A. Abandonment (Signs Relating to Inoperative Activities)**

Signs pertaining to activities or occupants that are no longer using a property shall be deemed abandoned under this Land Development Code six (6) months after the associated activity or occupant has vacated the premises, and shall be removed from the premises within six (6) months after the associated activity or occupant has vacated the premises. Any such sign not removed within the required period shall constitute a nuisance and shall be subject to removal by action of the Arapahoe County Zoning Administrator.

**B. Violation**

Any violation of this Section 12-313 and/or any pre-existing Arapahoe County sign provisions shall terminate immediately the right to maintain such sign.

**C. Destruction, Damage, or Obsolescence**

The right to maintain any nonconforming sign shall terminate and shall cease to exist whenever the sign sustains damage in excess of fifty (50) percent of the replacement cost, or becomes obsolete or substandard to the extent that the sign becomes a hazard.

**12-314. Planned Sign Program**

**12-314.01. Intent**

A Planned Sign Program is intended to allow some flexibility and deviation from this Chapter 0 in the location, design, number, size, and materials of signs permitted for freestanding signage for residential and nonresidential uses, as part of a cohesive sign package. Applicants may include, but are not limited to Metropolitan Districts, Master Developers, Business Improvement Districts, Neighborhood Associations, and/or Homeowners Associations. Except as set forth below, it is not the intent of these provisions to alter the permitted sign area for any residential or nonresidential use. Under this Section 12-314, an alternative sign package may be allowed as part of a comprehensive Planned Sign Program, notwithstanding the fact that such signs may not conform to all the specific sign regulations found elsewhere in this Land Development Code.

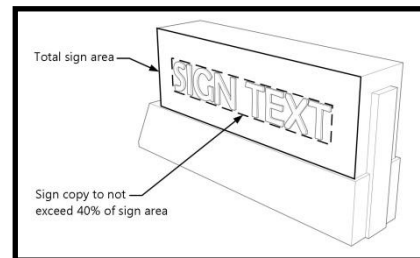
**12-314.02. Purpose**

1. To allow one (1) or more contiguous lots or parcels under single or multiple ownership that contains at least twenty-five (25) acres in land to create a branding or community identity program;
2. To reallocate sign area allowed for freestanding signs;
3. To allow for deviations from sign height, size, and setback requirements in this Section 0.

12-314.03. **Criteria**

In addition to any other criteria to be considered by the Public Works and Development Department and the Planning Commission related to the approval of an application for a Planned Sign Program, the following criteria shall be considered:

1. The application shall be made on behalf of an entire defined development area; individual businesses within a development may not apply for a Planned Sign Program.
2. The Planned Sign Program may include standard templates for individual business signs as part of a coordinated sign plan.
3. All signage shall be designed to be clean and to minimize visual clutter, with a minimal number of colors on the face of the sign;
4. The proposed Planned Sign Program assures that the color scheme, lettering style and materials used in signs within the sign program are consistent with and coordinated within the Planned Sign Program area;
5. The proposed signage shall present a cohesive and unified identity for the Planned Sign Program area;
6. The proposed sign program does not negatively impact the safety of motorists and pedestrians and shall be developed in a manner compatible with the surrounding environment;
7. The proposed sign program is compatible with surrounding land uses and the neighborhood and will not create a substantial adverse impact on adjacent properties or infrastructure;
8. The total signage as presented shall be architecturally integrated;
9. The height of individual freestanding signs within a Planned Sign Program for areas greater than two hundred fifty (250) acres shall not exceed fifty-five (55) feet for non-residential uses or twenty-five (25) feet for residential uses;
10. The height of individual freestanding signs within a Planned Sign Program for areas between twenty-five (25) and two hundred fifty (250) acres shall not exceed thirty-five (35) feet for non-residential uses or twelve (12) feet for residential uses;
11. The sign copy for each sign shall not exceed forty (40) percent of each individual sign area shown on the plan set;
12. Monument-style signs shall be designed with architecturally compatible bases and shall avoid a top-heavy appearance;
13. No pole-mounted signs are permitted;
14. An applicant who desires to include a sign program into a PUD shall do so either concurrent with the zoning amendment development review process or by a PUD modification development review process as provided for in this Code.
15. Landscaping shall be included with the Planned Sign Program and shall be designed to minimize negative visual impact of the base of monument and ground signs;



16. Signs, including associated lighting, shall be designed to minimize negative visual impacts to the adjacent properties;
17. Signage may be allowed in the public right-of-way, on a case-by-case basis, subject to review and approval of the County Engineering Services Division;
18. Signage contained within the Planned Sign Program shall not include signs with changeable messaging;
19. Sign materials may be flexible, such as canvas or fabric, if approved as part of a Planned Sign Program;
20. If an alternative setback is requested, such request shall be proposed as part of the Planned Sign Program;
21. Signs approved as part of the Planned Sign Program and located adjacent to State Highways may be subject to additional requirements of the State of Colorado Department of Transportation (CDOT); and
22. The Planning Commission may impose appropriate and reasonable conditions on the approval of any Planned Sign Program, including, but not limited to conditions which alter sign configurations, reduce sign area, relocate signs, or require other design modifications based upon the application's conformance with the criteria outlined in this Section 12-314.03

**12-314.04. Planned Sign Program Application**

An application for a Planned Sign Program shall include at least the following information:

1. Completed Application Form (application forms are available from the Planning Division);
2. Letter of intent. All applications shall include a detailed letter of intent which explains all aspects of the Planned Sign Program as well as provides justification for the request;
3. Notarized letter of authorization from all affected property owners within the Planned Sign Program area permitting a representative to process the application with a disclaimer that no other party's consent is required;
4. A copy of the existing or approved site plan(s) showing all existing or approved buildings within the Planned Sign Program area;
5. A map, to scale, of the overall Planned Sign Program area;
6. A site plan, to scale, showing the location and type of all of proposed signage;
7. A cover sheet with all necessary Standard Notes.
8. Such site plan shall serve as the master location plan for the Planned Sign Program and shall include all lot lines, easements, setbacks, rights-of-way, and dimensions of building frontages and where applicable, square footage for each building on site;
9. Detailed drawings, to scale, indicating the size, materials, method and intensity of illumination, height, color, sign area, and location of all signs proposed to be included within the Planned Sign Program;

10. A table containing all sign categories, the number of signs for each category, and the area of each sign category. The table shall correspond to the location of all of the signs within the Planned Sign Program area;
11. Any setback reductions shall also be included with the Planned Sign Program application and shown on the site plan;
12. All necessary easements, where applicable, must be obtained prior to taking a Planned Sign Program Application to the Planning Commission for review and recommendation. All easements must be recorded and shown on the Planned Sign Program site plan;
13. Outside referrals are required for all Planned Sign Program applications. Referrals will be sent to all adjacent property owners, affected agencies, and any architectural design committees;
14. The final document shall be a photographic mylar or equivalent (prepared such that the text/line work does not flake, or scratch off) on twenty-four (24) inch by thirty-six (36) inch single/double matte mylar. The drawing shall be in upper sans serif with a minimum 12-point font;
15. Any other information deemed necessary by the Public Works and Development Department;
16. Application Fee – see County Fee Schedule.

**12-314.05. Approval Required**

1. Applicants for a Planned Sign Program shall obtain approval of a Planned Sign Program from the Board of County Commissioners prior to any signs being erected in or upon any structure or property. All signs erected or maintained within the structure or property shall conform at all times to the approved Planned Sign Program.
2. The Planning Commission shall consider applications for a Planned Sign Program based on criteria stated in this Section 12-314.01 to 12-314.08 and after review and recommendation by the Public Works and Development Department.
3. After Planning Commission review and recommendation of the Planned Sign Program, the item shall be placed on the consent agenda of the Board of County Commissioners for review and approval.
4. Any deviations from an approved Planned Sign Program shall be unlawful unless and until a revised Planned Sign Program is approved by the Planning Division Manager and/or Board of County Commissioners.

**12-314.06. Individual Sign Permits**

Individual sign permits, along with all applicable fees, are required for signs contained within an approved Planned Sign Program. The sign permit is separate and distinct from any additional permit required by the Building Division, Planning Division or other agency within the County.

**12-314.07. Amendment to an existing Planned Sign Program**

1. Administrative Amendment



The Planning Division Manager may administratively approve revisions to a Planned Sign Program, provided the proposed amendment does not alter the approved sign area, the height of any individual sign, or the setbacks.

2. Full Amendment

Modifications that fall outside of an Administrative Amendment shall follow the same provisions for approval of a Planned Sign Program.

**12-314.08. Administrative Amendment**

The following items are required for an Administrative Amendment:

1. Completed application form (application forms are available from the Planning Division);
2. Application fee, see fee schedule;
3. Letter of intent. All applications shall include a detailed letter of intent which explains all aspects of the Planned Sign Program as well as provides justification for the request;
4. Notarized letter of authorization from of the affected property owners within the Planned Sign Program area permitting a representative to process the application with a disclaimer that no other party's consent is required;
5. A copy of the approved Planned Sign Program with all of the revisions bubbled;
6. The Planning Division Manager Approval Block, including a detailed amendment history;
7. Outside referrals are required for all Planned Sign Program applications. Referrals will be sent to all adjacent property owners, affected agencies, and any architectural design committees;
8. The final document shall be a photographic mylar or equivalent (prepared such that the text/line work does not flake, or scratch off) on twenty-four (24)inch by thirty-six (36) inch single/double matte mylar. The drawing shall be in upper sans serif with a minimum 12 point font;
9. Planned Sign Programs may include standard templates as part of a coordinated sign plan; however signage for an individual property owner, tenant, or user shall not be included as part of the Planned Sign Program; and
10. Any other information deemed necessary by the Public Works and Development Department.

**12-315. Revocation of a Sign Permit**

Any signs found not to be in conformance with this provision of this 0 of the Land Development Code shall be subject to revocation of the sign permit. No refund of any fees will be made if the permit is revoked under the provisions of this Section