

**To:** Honorable Mayor & City Council

**From:** Stephanie Biggs, Admin Assistant, Toni Kunz, City Administrator

**Date:** June 23, 2026

**Agenda Item & Caption:** 6.B. Discussion and possible action to update the sign Ordinance to add projecting signs as allowable and/or change the verbiage.

**Action Requested:** Review, discuss, determine, and approve changes to Article 3.07 SIGNS as they pertain to projecting signs.

**Overview and Background:**

Tuesday, May 26, 2026, City Council Regular Meeting, Agenda Item 4.C: Amendment to the Ordinance 453 Signs to add grandfathered protruding signs. Councilmember Palmer moved to amend Ordinance 453 to add grandfathered protruding signs and to include protruding signs in our sign Ordinance and that the two signs on the agenda tonight will be able to put up their signs, Seconded by Breen, all in favor, motion passes. The sign Ordinance will need to come back for official changes.

Projecting signs are currently prohibited due to the following ordinances:

- I. Variations 3.07.007 (d) Standards for approval (1): The variance will not authorize a type of sign which is specifically prohibited by this article,
- II. Prohibited signs 3.07.013 (E): Any other signs not specifically authorized under this article, and
- III. Exemptions from nonconforming 3.07.016: Existing business refacing their existing, non-conforming sign shall not be required to bring the sign into compliance with the current article

**Considerations:**

The stipulation for an existing business not being required to bring a nonconforming sign into compliance was specifically added last year when the sign ordinance was updated. Council did not want a business owner who merely wanted to reface their existing to sign to be burdened with constructing a new sign. However, they did want new business owners whose sign would be nonconforming to bring them into compliance or request a variance as appropriate.

The provision of “not specifically authorized” in Prohibited Signs is likely the result of needing a catchall for the sign types that didn’t come to mind when the ordinance was written. There are at least 3 nonconforming projecting signs within our jurisdiction.

We had previously referred to this type of sign as “protruding”. Further research has shown that projecting is a more accurate term and is used by other municipalities.

**Suggestions:**

- Proposed changes to Article 3.07 SIGNS
  - 1) Definition of a Projecting Sign: A sign that is attached to and projects outward from a building wall, canopy, marquee, or other structure, with the sign extending more than twelve (12) inches from the surface to which it is attached. A projecting sign is typically mounted perpendicular or at an angle to the building face and is designed to be viewed from multiple directions. This term does not include wall signs that extend twelve (12) inches or less from the building’s face.
  - 2) Include Projecting Sign under 3.07.012 Size, number, and design. Determine the maximum size for both Single Commercial Buildings and Commercial Complexes.
  - 3) Determine whether to keep, strike, or update 3.07.016 Exemptions from nonconforming.

**Next Steps:**

1. Amend and approve proposed changes to Article 3.07 SIGNS.
2. Determine cost accounts for the following costs:
  - a. Create Resolution to be discussed and approved at future Council meeting.
  - b. Codify changes.