

## **CHAPTER 1476: SIGNS**

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### **§ 1476.01 Purpose**

The purpose of this Chapter is to establish regulations to govern the display, design, construction, installation, maintenance, and removal of signs. The regulations in this Chapter shall:

- A. Promote and protect the health, safety and general welfare of the City from signs that are unsafe, conflict with traffic control devices, or interfere with motorists, bicyclists, or pedestrians.
- B. Improve the appearance of signs to create a more attractive economic climate in the City.
- C. Ensure that signs are compatible with surrounding land uses and architecture.
- D. Discourage signs that are excessive in area or number, unsightly, or inappropriate.

### **§ 1476.02 Sign Permits and Variations**

- A. Sign Permit. The following establishes the process for obtaining a sign permit and the criteria by which a sign permit shall be approved.
  - 1. Applicability. An applicant must obtain a sign permit in order to erect, construct, alter, or relocate a sign, except for certain exempt permanent and temporary signs as specified in this Chapter.
  - 2. Authority and Execution. The Building Director shall be responsible for determining compliance with this Chapter and for issuing sign permits.
  - 3. Permit Issuance and Expiration.
    - a. Application for a sign permit for the erection, construction, alteration, or relocation of a sign shall be submitted to the Building Director.

- b. The Building Director shall determine whether the application is complete and examine the plans and specifications for the proposed sign, including any electronic components and the proposed location of the sign.
  - c. Within 30 days after the submission of the complete application, the Building Director shall approve, approve with conditions, or deny the sign permit based on whether the sign complies with the requirements of this Chapter and all other applicable ordinances of the City.
  - d. If the application is denied, the applicant may reapply for a sign permit without incurring an additional fee if the application is submitted within 30 days after the denial or appeal of the decision to the Zoning, Planning, and Development Commission in accordance with § 1252.03.F (Zoning Appeal) of the Zoning Code.
  - e. A sign permit shall expire six months from the date the permit is issued if the work authorized by the permit has not yet begun.
4. Revocation of Permit. The Building Director may revoke a permit if the permittee does not comply with the provisions of this Chapter. If the permit is revoked, the permittee shall remove the sign without expense to the City. If the sign is not removed or the condition is not corrected within the required time period, the City may enforce this order through permitted enforcement procedures.
5. Fees. Every application shall be accompanied by the required filing fee established in the Municipal Code.

B. Sign Insurance. Sign insurance may be required as established by the City of Berwyn Municipal Code.

C. Sign Variations.

1. Purpose. To grant relief from the literal enforcement of the regulations of this Chapter that may create hardships or practical difficulties in developing signs in the City.
2. Applicability. This Chapter classifies sign variation applications as either major sign variations approved by the City Council, or minor sign variations approved by the Building Director.
  - a. Major Sign Variations. Any variation that is not included in § 1476.02.C.2.b (Minor Sign Variations) shall be considered a major sign variation.
  - b. Minor Sign Variations. The following shall be considered minor sign variations.
    - (1) An increase in the maximum permitted sign area by not more than 10 percent.
    - (2) An increase in the maximum permitted sign height by not more than 10 percent.
    - (3) An increase in the number of wall signs permitted per street frontage, provided that the total area does not exceed the allowance established in § 1476.05.B.9.c (Size).
3. Procedure.
  - a. Major Sign Variations.
    - (1) An application for a major sign variation must be filed with the Building Director with an application for a sign permit. Upon determining that the application is complete, the Building Director shall prepare a report for the City Council based upon the standards of § 1476.02.C.4 (Standards for Sign Variations), and schedule the application for consideration by the City Council.
    - (2) The City Council shall consider the application within 60 days of receiving the application from the Building Director. The City Council shall evaluate the application based upon the Building Director's report, the evidence presented at the public hearing, and the standards of § 1476.02.C.4 (Standards for Sign Variations). The City Council shall take action in the form of approval, approval with conditions, or denial of the application.

- (3) The City Council may establish conditions upon the location and construction of the sign receiving a major sign variation as deemed necessary to protect the public interest.
- b. Minor Sign Variations.
  - (1) An application for a minor sign variation must be filed with the Building Director with an application for a sign permit. Upon determining that the application is complete, the Building Director shall evaluate the application based upon the standards of § 1476.02.C.4 (Standards for Sign Variations).
  - (2) The Building Director shall prepare a report and render a decision no more than 30 days following receipt of a complete application and take action in the form of approval, approval with conditions, or denial of the application.
  - (3) Due to the nature of an application for a minor sign variation, the Building Director may determine that the application must be resubmitted as a major sign variation in accordance with § 1476.02.C.3.a (Major Sign Variations) even if it meets the criteria of § 1476.02.C.3.b (Minor Sign Variations).
  - (4) If the Building Director denies an application for a minor sign variation, the applicant may resubmit the application as a major sign variation in accordance with § 1476.02.C.3.a (Major Sign Variations).
4. Standards for Sign Variations. The City Council and Building Director shall evaluate applications for sign variations with specific written findings based on the standards of this section.
  - a. The proposed sign variation is compatible with the character and development of adjacent properties and other property in the immediate vicinity of the proposed variation.
  - b. The proposed sign variation will not endanger the health, safety, comfort, convenience, and general welfare of the public.
5. Expiration of Sign Variation Approval. Variation approval shall expire and be revoked if any of the following conditions occur.
  - a. A sign permit is not obtained for the sign within six months of approval of the sign variation.
  - b. The sign for which the sign variation was approved is removed or replaced.

### **§ 1476.03 General Construction and Design Standards**

- A. General Requirements. All signs shall meet the construction and design standards of this Chapter and Part 14 (Building and Housing) of this Code.
- B. Installation. Sign installation shall comply with the following standards.
  1. Identification. Every permanent sign shall be installed with a prominently located identification plate that includes the date of erection of the sign, its permit number, and the voltage of any electrical equipment connected to the sign.
  2. Supports and Braces. All signs shall be installed so that necessary supports and braces are an integral part of the sign design.
  3. Attachment to Building. All signs attached to a building shall be installed and maintained so that wall penetrations are watertight and the sign installation does not exceed the allowable stresses of the building materials.

4. Wind Pressure. All signs shall be designed and installed to withstand wind pressure of at least 30 pounds per square foot of net surface area, and to receive dead loads as required by Part 14 (Building and Housing) of this Code.

C. Location. All signs shall comply with the following standards.

1. Public Property. Signs may only be placed on public property by a government agency, as authorized by this Chapter, or the Building Director. Any sign placed on public property without authorization may be removed without notice.
2. Private Property. Signs may only be placed on private property with prior consent of the property owner and, if applicable, an approved sign permit issued by the City.
3. Building Exterior. A sign mounted on the exterior of a building shall not conceal any windows, doors, or unique architectural features. This does not apply to window signs.
4. Visibility Obstruction.
  - a. A sign shall not obstruct free and clear vision at any street, intersection, driveway, or parking lot entrance or exit.
  - b. In any residential district, no sign shall be placed in a manner that will create a visibility obstruction for motorists, bicyclists, or pedestrians. No sign shall exceed three feet in height within 25 feet of two or more intersecting streets measured along the curb line, or edge of pavement if no curbs are present.

D. Illumination. All signs shall comply with the following illumination standards.

1. Electrical Components. All electrical components used in the construction of a sign shall be installed and maintained as required by Chapter 1424 (National Electrical Code) of this Code.
2. Light Level.
  - a. LED Lighting. The light level of an illuminated sign lit with LED bulbs shall be no greater than 5,000 nits of luminance from dawn to dusk and no greater than 150 nits of luminance from dusk to dawn.
  - b. Non-LED Lighting. The light level of an illuminated sign lit with bulbs other than LED bulbs shall be no greater than one footcandle at any time of day as measured at the curb line.
3. Direct Light and Glare. All sign illumination shall be located, shielded, and directed to illuminate only the sign face and to prevent direct light or glare from being cast upon adjacent rights-of-way and surrounding properties. No sign illumination may be combined with reflective materials, such as mirrors, polished metal, or highly-glazed tiles, which would increase glare.
4. External Illumination. Signs shall be externally illuminated with steady, stationary, fully shielded light sources concentrated on the face of the sign so as not to cause glare.
5. Neon Signs. Marquee signs may be illuminated with neon. Window signs that are illuminated with neon are permitted per the standards of § 1476.05.B.10 (Window Signs). Pole and monument signs that are illuminated with neon are only permitted in the C-4 District along Ogden Avenue.
6. Hours of Operation. Illuminated signs shall be turned off from 11:00 p.m. until 7:00 a.m., or 30 minutes after close of business, whichever is later. Uses that remain in operation between 11:00 p.m. until 7:00 a.m. are exempt from this requirement during the period of operation only.

E. Items of Information. Refer to Figure 1476.03-A. Items of Information.

1. Applicability. The following standards apply to all permanent signs, with the exception of drive-through signs.

2. Limitation. No sign face shall include more than six items of information, except as provided in this Section. Each of the following items is considered one item of information: business name, business logo, telephone number, website, slogan, and products or services offered. If the sign advertises products or services, each product or service is considered one item of information. The following exceptions apply:
  - a. Street Address. The street address of a business is not considered an item of information.
  - b. Electronic Message Signs and Manually Changeable Copy Signs. An electronic message sign or manually changeable copy sign shall be counted as one item of information. A sign that includes an electronic message sign or manually changeable copy sign component shall include no more than three items of information.
  - c. Multi-Tenant Commercial Building Signs. Monument and pole signs for multi-tenant commercial buildings are limited to one item of information per tenant, which may exceed six items of information in total, in addition to the name and address of the development.
3. Commercial and Non-Commercial Signs. All items of information on a commercial sign must be related to the products and services offered on the premises. This limitation on items of information is not applicable to non-commercial signs.

**Figure 1476.03-A. Items of Information**



**F. Maintenance, Inspection, and Removal.**

1. Maintenance. All signs, support structures, and the area immediately adjacent to signs, shall be regularly maintained, including cleaning, repainting, and repairs. No sign may be constructed, erected, or maintained in a manner that is unsafe, insecure, or a danger to the public.
2. Inspection. The Building Director may inspect any sign regulated by this Chapter at any time to determine whether the sign is in need of repair or removal, or whether it is in conformance with the provisions of this Chapter.
3. Removal. Any sign that is an immediate peril to persons or property may be removed by the City without prior notice to the owner thereof.

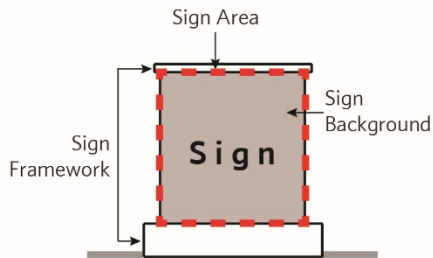
**§ 1476.04 Sign Measurement Standards**

The following standards shall control the measurement of sign area and sign height.

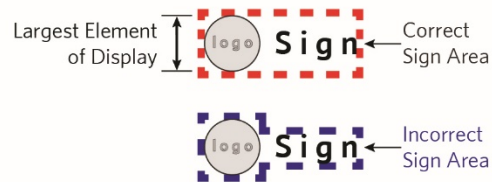
A. Measurement of Sign Area. Refer to Figures 1476.04-A. Sign Area Measurement and 1476.04-B. Measurement for Signs with Multiple Faces.

1. Signs with Backgrounds. For signs mounted upon a background, sign area is measured as the entire area of the sign face or background of the sign used to distinguish the sign from the structure upon which it is placed, unless otherwise noted in this Chapter. Sign area does not include any supporting framework or bracing, unless such framework or bracing is part of the message or sign face.
2. Signs with Freestanding Letters and/or Logos. For signs consisting of freestanding letters and/or logos, sign area is measured as the total area of the smallest geometric shapes that will encompass the largest elements of the display. Sign area does not include any supporting framework or bracing, unless the framework or bracing is part of the message or sign face.
3. Signs with Multiple Faces. For signs with multiple faces, if the interior angle between the sign faces is 45 degrees or less, sign area is the area of one sign face. If the angle between the sign faces is greater than 45 degrees, sign area is the sum of the areas of the two sign faces. Sign area does not include any supporting framework or bracing, unless such framework or bracing is part of the message or sign face.

**Figure 1476.04-A. Sign Area Measurement**

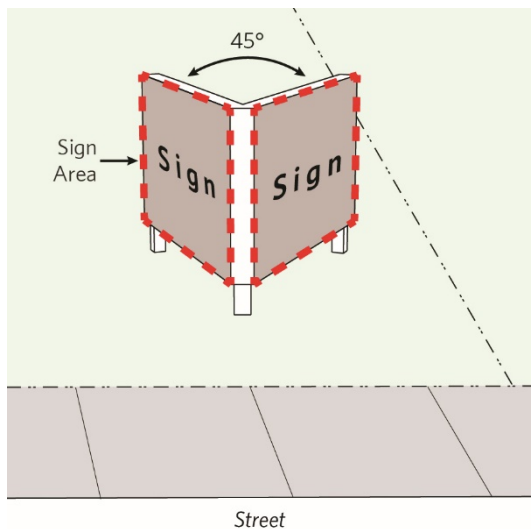


*Measuring a Sign on a Background*



*Measuring a Sign with Freestanding Letters and/or Logos*

**Figure 1476.04-B. Measurement for Signs with Multiple Faces**



B. Measurement of Sign Height.

1. Ground-Mounted Signs. The height of a ground-mounted sign shall be calculated as the vertical distance measured from grade to the highest point of the sign.
2. Building-Mounted Signs. The height of a building-mounted sign shall be calculated as the vertical distance from the base of the sign face to the highest point of the sign face, unless otherwise noted in this Chapter.

**§ 1476.05 Permanent Signs**

A. Permanent Signs Exempt from Permit Requirement. The following permanent signs and activities are exempt from the sign permit requirements of this Chapter and are permitted in all zoning districts provided that they comply with the following standards.

1. Alteration and Maintenance Activities. Alteration and maintenance activities may include cleaning, painting, repairing, changing advertising copy, changing permitted items of information, or modifying the copy of changeable copy signs, but shall not involve structural changes.
2. Flags.
3. Government Signs. Government signs shall be exempt from sign permit requirements but shall be subject to approval by the City Council.
4. Headstones.
5. Historical Markers. Historical markers shall be cut into a masonry surface or constructed of bronze or other incombustible materials and shall not exceed four square feet in area per sign.
6. Home Occupation Signs. Home occupation signs shall denote only the name and profession of the occupant or name of the business and shall not exceed two square feet in area. One wall sign or window sign shall be permitted per lot, and such sign shall not be illuminated.
7. Miscellaneous Information Signs.
8. Parking Lot Signs. Parking lot signs shall not exceed six square feet in area per sign.
9. Street Address Signs. Street address signs shall not be illuminated and shall not exceed two square feet in area per sign.
10. Warning Signs. Warning signs shall not exceed two square feet in area per sign.

B. Permanent Signs with Permit Requirement. The following permanent signs require a sign permit, per § 1476.02 (Sign Permits and Variations), and shall comply with the following standards.

1. Awning Signs. Awnings that do not display signs are not subject to the regulations of this Section. Refer to Figure 1476.05-A. Awning Sign.
  - a. Location.
    - (1) Awning signs are permitted in the C-1, C-2, C-3, C-4, I, P, and R-4 Districts.
    - (2) An awning sign may project from the front or corner side façade of the building to which it is attached, but shall not project more than five feet.
    - (3) Awning signs shall be located at least eight feet above grade.
    - (4) Awning signs shall be generally aligned with awning signs attached to adjacent buildings to maintain a sense of visual continuity.
  - b. Size. An awning sign shall not exceed 50 percent of the area of the awning on which it is located. The area of an awning sign is measured as the total area of the smallest geometric shapes that will encompass the largest elements of the display.
  - c. Illumination. Externally illuminated awning signs are permitted only in accordance with § 1476.03.D (Illumination). Awning signs shall not be backlit.
  - d. Display Standards.
    - (1) Awning signs shall be displayed on standard planar awnings constructed out of durable, weather-resistant material such as canvas, nylon, vinyl-coated fabric, or metal.
    - (2) Awning signs shall not be displayed on round, arched, casement, bullnose, bubble, box, or waterfall awnings.

**Figure 1476.05-A. Awning Sign**





2. Canopy-Mounted Signs. Refer to Figure 1476.05-B. Canopy-Mounted Sign.

a. Location.

- (1) Canopy-mounted signs are permitted in the C-1, C-2, C-3, C-4, I, and P Districts, and in all residential districts for non-residential uses.
- (2) The canopy upon which the canopy-mounted sign is displayed may project from the front or corner side façade of the building to which it is attached, but shall not project more than five feet.
- (3) The canopy upon which the canopy-mounted sign is displayed shall be located at least eight feet above grade.

b. Quantity. One canopy-mounted sign is permitted per street frontage.

c. Size.

- (1) The total area of canopy-mounted signs on the front and corner side facades shall not exceed one square foot of sign area per linear foot of zoning lot frontage as measured along either the front or corner side lot line.
- (2) Canopy-mounted signs shall not exceed two feet in height as measured from the top of the canopy.

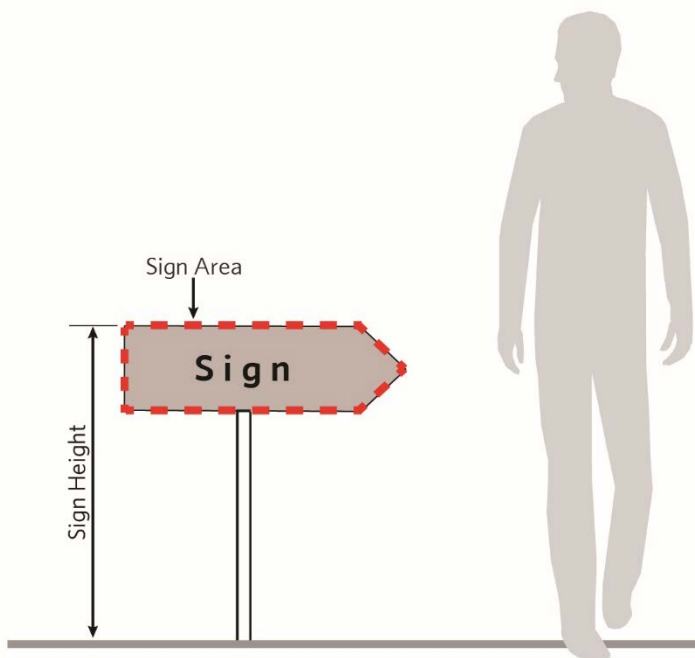
d. Illumination. Internally and externally illuminated canopy-mounted signs are permitted only in accordance with § 1476.03.D (Illumination).

**Figure 1476.05-B. Canopy-Mounted Sign**



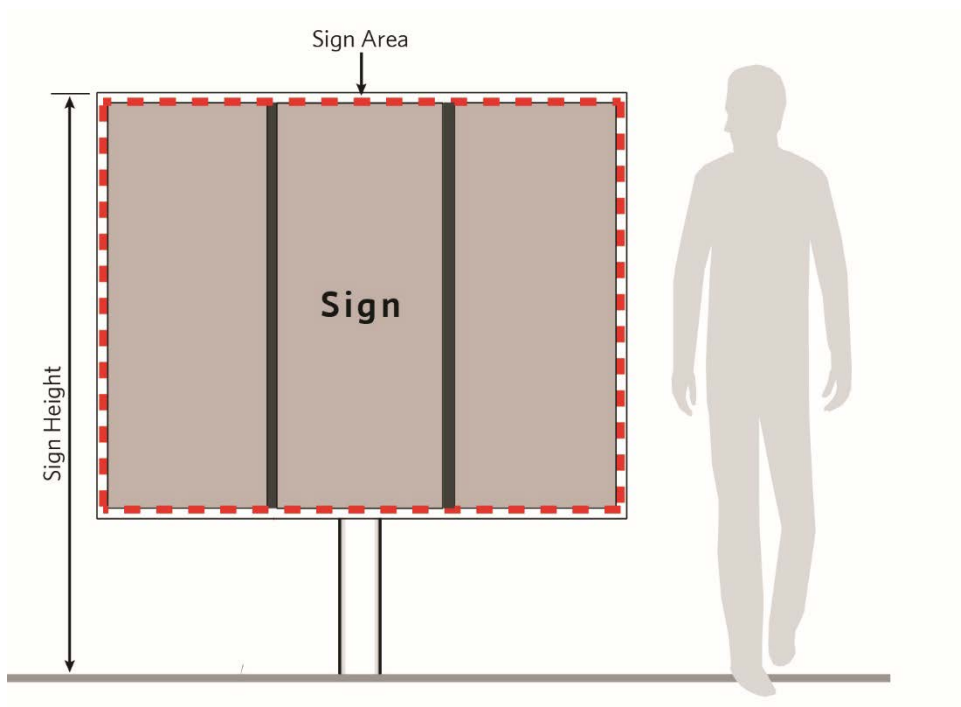
3. Driveway Entrance/Exit Signs. Refer to Figure 1476.05-C. Driveway Entrance/Exit Sign.
  - a. Location. Driveway entrance/exit signs are permitted in the C-1, C-2, C-3, C-4, I, and P Districts for zoning lots wider than one hundred (100) feet.
  - b. Quantity. One driveway entrance/exit sign is permitted per driveway access from a public street, and one additional driveway entrance/exit sign is permitted per intersection of driveways within a site to identify traffic routing.
  - c. Size. Driveway entrance/exit signs shall not exceed four square feet in area per sign and four feet in height.
  - d. Illumination. Internally illuminated driveway entrance/exit signs are permitted only in accordance with § 1476.03.D (Illumination).
  - e. Display Standards.
    - (1) Driveway entrance/exit signs shall be displayed as pole signs or monument signs. In the event of a conflict between the provisions of § 1476.05.B.3 (Driveway Entrance/Exit Signs) and the applicable provisions of § 1476.05.B.6 (Monument Signs) or § 1476.05.B.7 (Pole Signs), the provisions of this § 1476.05.B.3 (Driveway Entrance/Exit Signs) shall control.
    - (2) Driveway entrance/exit signs may identify the use of a zoning lot by means of a logo, shape, or color, but shall not use words other than those included in a logo to identify the use or to advertise products or services sold on the premises.

**Figure 1476.05-C. 3. Driveway Entrance/Exit Sign**



4. Drive-Through Signs. Refer to Figure 1476.05-D. Drive-Through Sign.
- a. Location.
    - (1) Drive-through signs are permitted for any drive-through establishment.
    - (2) Drive-through signs shall be located a minimum of 15 feet from any residential zoning district lot line.
  - b. Quantity. One drive-through sign is permitted per drive-through lane.
  - c. Size. Drive-through signs shall not exceed 50 square feet in area and seven feet in height.
  - d. Illumination.
    - (1) Internally illuminated drive-through signs are permitted only in accordance with § 1476.03.D (Illumination).
    - (2) Drive-through signs may include an electronic screen to display information to customers.
  - e. Display Standards. Drive-through signs shall be displayed as pole signs or monument signs. In the event of a conflict between the provisions of § 1476.05.B.4 (Drive-Through Signs) and the applicable provisions of § 1476.05.B.6 (Monument Signs) or § 1476.05.B.7 (Pole Signs), the provisions of this § 1476.05.B.4 (Drive-Through Signs) shall control.

**Figure 1476.05-D. Drive-Through Sign**



5. Marquee Signs. Refer to Figure 1476.05-E. Marquee Sign.

a. Location.

- (1) Marquee signs are permitted in the C-2, C-3, and C-4 Districts.
- (2) A marquee sign may project from the front or corner side facade of the building to which it is attached, but shall not project beyond the curb line.
- (3) A marquee sign must be set back a minimum of one foot from the edges of the front or corner side facade to which it is attached, except for marquee signs that wrap around a building corner.
- (4) Marquee signs shall be located at least eight feet above grade.
- (5) Marquee signs shall be permitted on buildings of three or more stories.

b. Quantity. One marquee sign is permitted per zoning lot.

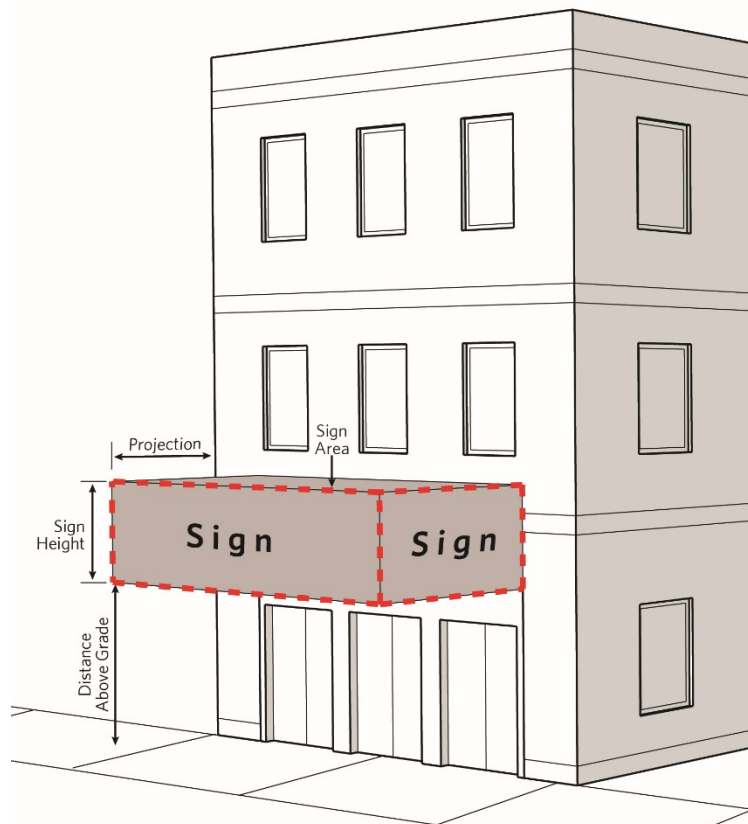
c. Size. Marquee signs shall not exceed eight feet in height, including any individual letters, logos, and/or representation mounted on top of the roof of the marquee.

d. Components. An electronic message sign or manually changeable copy sign is permitted as a component of a marquee sign, in accordance with § 1476.05.B.11 (Electronic Message Signs) and § 1476.05.B.12 (Manually Changeable Copy Signs).

e. Illumination. Internally illuminated marquee signs are permitted in accordance with § 1476.03.D (Illumination).

f. Display Standards. A marquee sign shall be supported solely by the building to which it is attached and shall not be supported by ground-mounted columns or posts.

**Figure 1476.05-E. Marquee Sign**



6. Monument Signs. Refer to Figure 1476.05-F. Monument Sign.

a. Location.

- (1) Monument signs are permitted in the C-1, C-2, C-3, C-4, I, P, and R-4 Districts, and in the R-1, R-2, and R-3 Districts for non-residential uses.
- (2) Monument signs shall be set back a minimum of 10 feet from any interior side lot line.

b. Quantity.

- (1) For zoning lots with less than 300 feet of lot width, one monument sign is permitted per street frontage.
- (2) For zoning lots with 300 feet or more of lot width, two monument signs are permitted per street frontage. A minimum distance of 50 feet is required between monument signs on a zoning lot.
- (3) A zoning lot with a monument sign shall not be permitted to erect a pole sign.

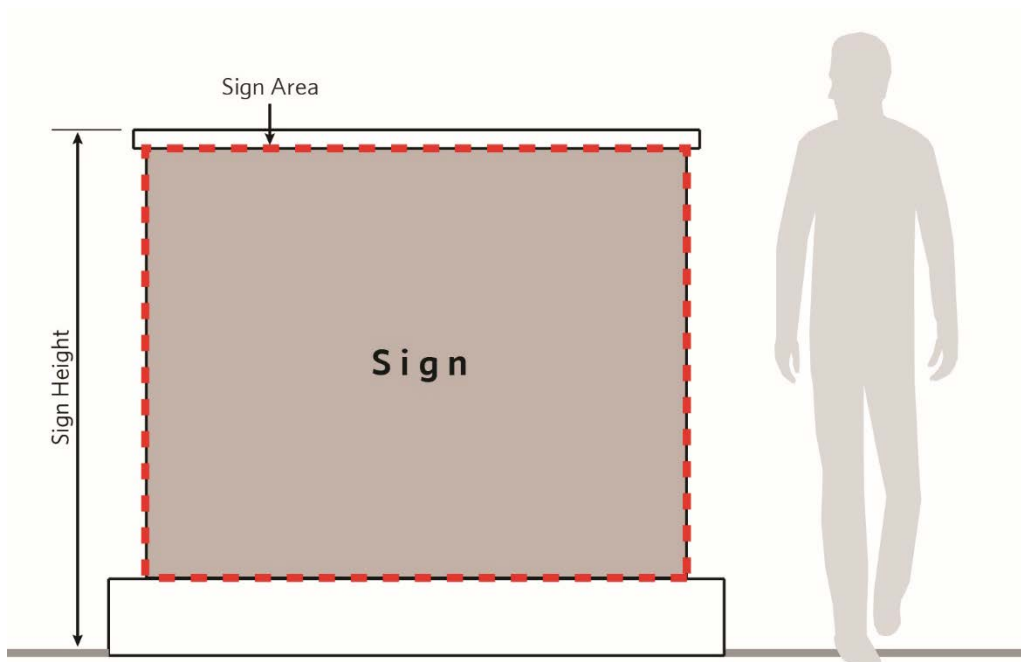
c. Size.

- (1) In the C-1, C-2, C-3, P, R-1, R-2, R-3, and R-4 Districts, monument signs shall not exceed 32 square feet in area per sign and six feet in height.
- (2) In the C-4 and I Districts, monument signs shall not exceed 48 square feet in area per sign and eight feet in height.

d. Components. An electronic message sign or manually changeable copy sign is permitted as a component of a monument sign, in accordance with § 1476.05.B.11 (Electronic Message Signs) and § 1476.05.B.12 (Manually Changeable Copy Signs).

e. Illumination. Internally and externally illuminated monument signs are permitted only in accordance with § 1476.03.D (Illumination).

**Figure 1476.05-F. Monument Sign**



7. Pole Signs. Refer to Figure 1476.05-G. Pole Sign.

a. Location.

- (1) Pole signs are permitted in the C-1, C-2, C-4, I, and P Districts.
- (2) Pole signs shall be set back a minimum of five feet from any interior side lot line.
- (3) Pole signs mounted on one pole shall be located at least eight feet above grade.
- (4) Pole signs mounted on two poles shall be located at least two feet above grade.

b. Quantity.

- (1) One pole sign is permitted per zoning lot.
- (2) A zoning lot with a pole sign shall not be permitted to erect a monument sign.

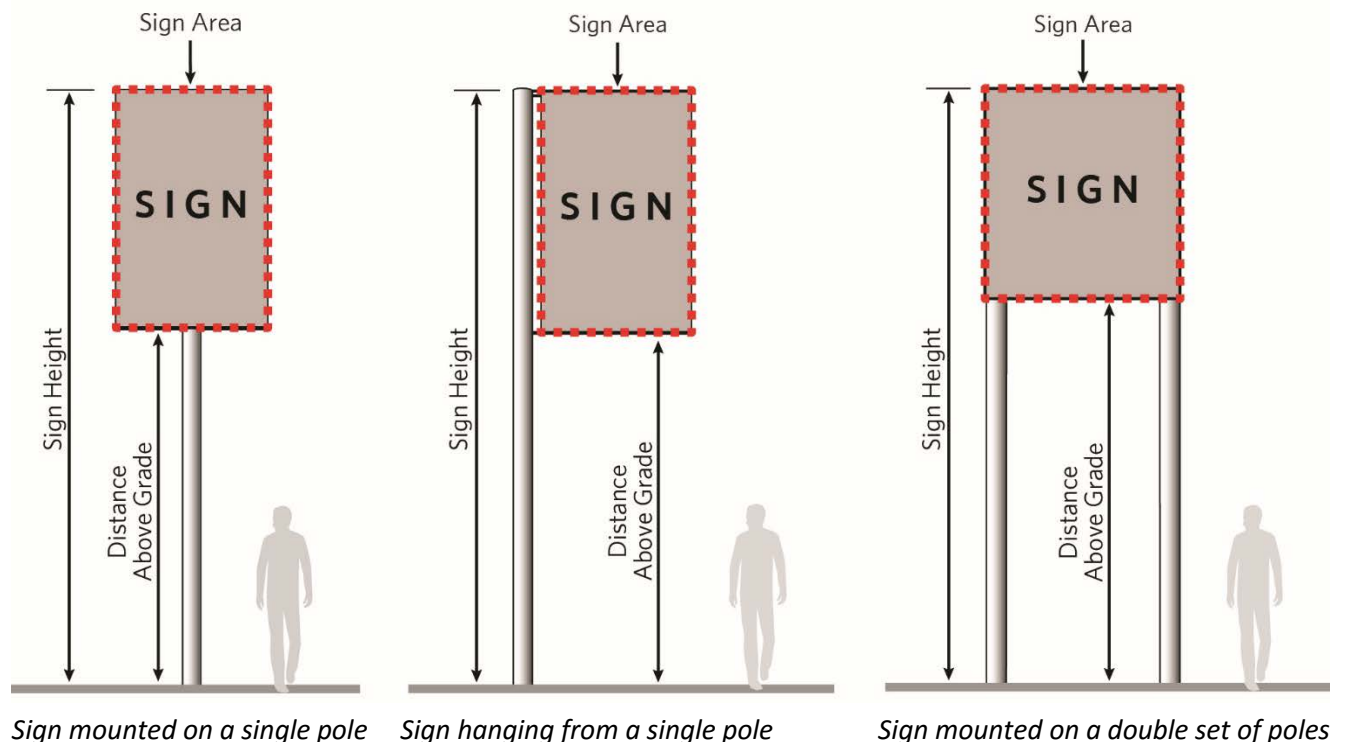
c. Size.

- (1) In the C-1, C-2, and P Districts, pole signs shall not exceed 40 square feet in area and 20 feet in height.
- (2) In the C-4 and I Districts, pole signs shall not exceed 48 square feet in area and 32 feet in height with the exception that in the C-4 District on Ogden Avenue, pole signs shall not exceed 56 square feet in area.

d. Components. An electronic message sign or manually changeable copy sign is permitted as a component of a pole sign, in accordance with § 1476.05.B.11 (Electronic Message Signs) and § 1476.05.B.12 (Manually Changeable Copy Signs).

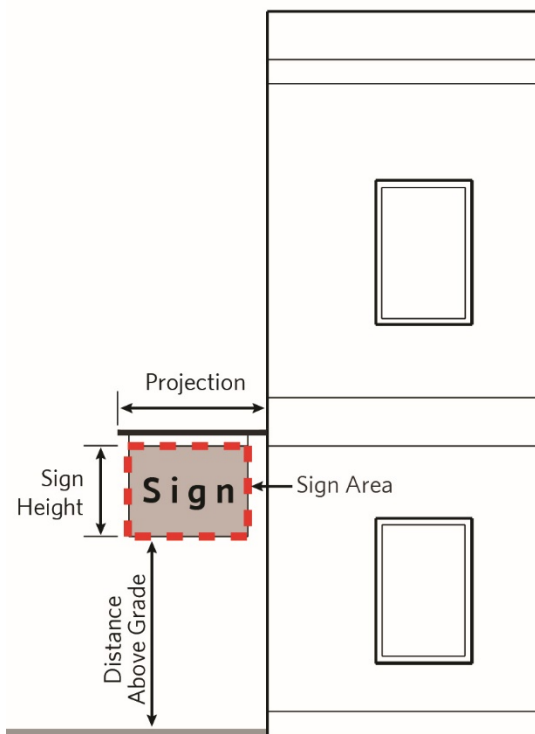
e. Illumination. Internally illuminated pole signs are permitted only in accordance with § 1476.03.D (Illumination).

**Figure 1476.05-G. Pole Sign**



8. Projecting Signs. Refer to Figure 1476.05-H. Projecting Sign.
- a. Location.
    - (1) Projecting signs are permitted in the C-1, C-2, C-3, C-4, and I Districts.
    - (2) Projecting signs shall be located at least eight feet above grade.
    - (3) A projecting sign shall not project more than five feet from the face of the building to which it is attached, including the area between the sign and the face of the building.
    - (4) A projecting sign and its structural supports shall not project above the roof of the building to which the sign is attached. All structural supports shall be attached to the facade of the building and shall not be attached to the roof.
  - b. Quantity. One projecting sign is permitted per street frontage per tenant located on the ground floor.
  - c. Size.
    - (1) In the C-1 and C-3 District, projecting signs shall not exceed 16 square feet in area per sign and six feet in height.
    - (2) In the C-2, C-4, and I Districts, projecting signs shall not exceed 24 square feet in area per sign and eight feet in height.
  - d. Illumination. Internally and externally illuminated projecting signs are permitted only in accordance with § 1476.03.D (Illumination).

**Figure 1476.05-H. Projecting Sign**



*Side View*

9. Wall Signs. Refer to Figure 1476.05-I. Wall Sign.

a. Location.

- (1) Wall signs are permitted in all non-residential districts, and in all residential districts for non-residential uses.
- (2) Wall signs shall be installed on the building façade at least eight feet above grade and shall not project more than one foot from the face of the building.
- (3) Wall signs shall be located at a generally uniform height throughout multi-tenant commercial developments.
- (4) A wall sign shall not project above the top of the wall to which it is attached.
- (5) Painted wall signs displaying a business name, products, or services may be displayed on building facades facing a corner side, interior side, or rear yard if such signs are professionally painted.

b. Quantity.

- (1) One wall sign is permitted per street frontage per tenant on the ground floor.
- (2) One additional wall sign is permitted per ground floor tenant on the side or rear facade adjacent to an off-street parking lot that serves the building.
- (3) Wall signs may be located on no more than three facades of a building.

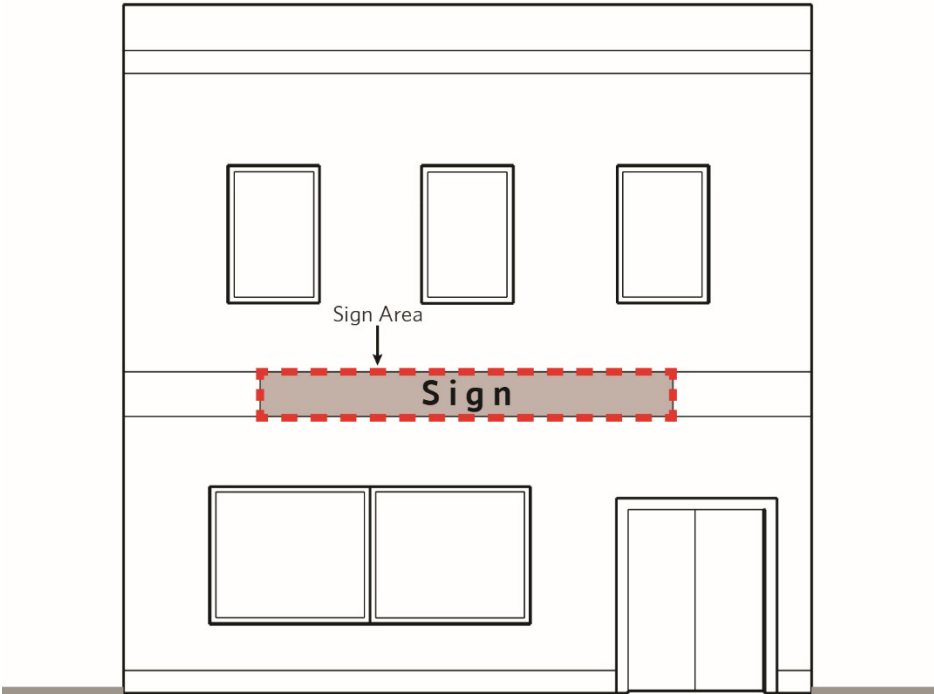
c. Size.

- (1) The total area of wall signs on the front or corner side facades shall not exceed 40 square feet, or one and one-half square feet of sign area per linear foot of zoning lot frontage as measured along either the front or corner side lot line, whichever is greater. The total area of a cabinet sign used as wall sign on the front or corner side facades shall not exceed five feet in width, three feet in height, or a total of 15 square feet.
- (2) The total area of wall signs on rear or interior side facades shall not exceed one square foot of sign area per linear foot of zoning lot frontage as measured along either the rear or interior side lot line. Cabinet signs shall not be used as wall signs on the rear or interior side facades.
- (3) The allowable wall sign area measured for any façade shall only be applicable for use on that façade, and is not transferable to other façades.

d. Illumination. Internally and externally illuminated wall signs are permitted only in accordance with § 1476.03.D (Illumination).



Figure 1476.05-I. Wall Sign



10. Window Signs. The following regulations apply to both permanent and temporary window signs. Refer to Figure 1476.05-J. Window Sign.
- a. Location. Window signs are permitted in all non-residential districts on all building facades, and in all residential districts for non-residential uses.
  - b. Size. Window signs shall not occupy more than 20 percent of the total ground floor window area on each building facade.
  - c. Illumination. Internally illuminated window signs, including neon signs that do not exceed six square feet in area per sign and electronic message signs that do not exceed four square feet in total area, are permitted only in accordance with § 1476.03.D (Illumination).

**Figure 1476.05-J. Window Sign**



11. Electronic Message Signs. Refer to Figure 1476.05-K. Electronic Message Sign.

a. Location.

- (1) Electronic message signs are permitted in the C-2, C-3, C-4, I, and P Districts, and in the C-1 District if displayed by a non-residential use.
- (2) Electronic message signs shall be permitted as components of marquee, monument, or pole signs, or as a window sign as permitted in § 1476.05.B.10 (Window Signs). An electronic message sign is subject to the regulations pertaining to the sign type upon which it is located.

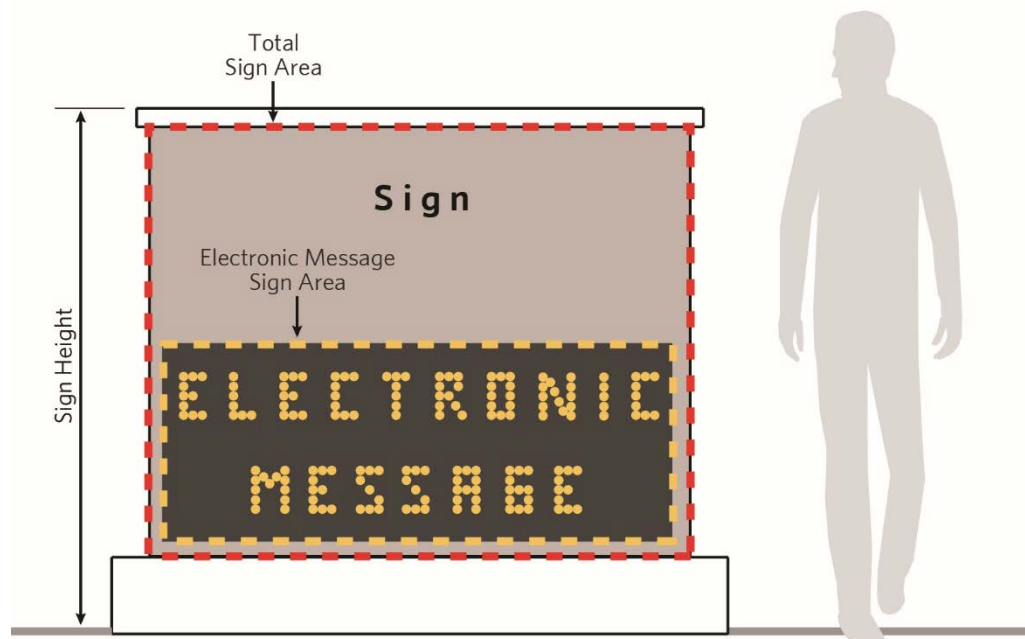
b. Quantity. One electronic message sign or manually changeable copy sign is permitted per zoning lot.

c. Size. An electronic message sign shall not occupy more than 50 percent of the total sign area of the marquee, monument, or pole sign on which it is displayed.

d. Illumination.

- (1) Internally illuminated electronic message signs are permitted only in accordance with § 1476.03.D (Illumination).
- (2) Electronic message signs are permitted to change their message no more than once every 10 seconds, and the transitions between messages shall be instantaneous.
- (3) Electronic message signs shall display static messages that do not contain a light source that flashes, blinks, strobos, travels, chases, rotates, or changes in intensity, brightness, or color.
- (4) Electronic message signs shall be designed to default to a static display in the event of mechanical failure.

**Figure 1476.05-K. Electronic Message Sign**



12. Manually Changeable Copy Signs. Refer to Figure 1476.05-L. Manually Changeable Copy Sign.

a. Location.

(1) Manually changeable copy signs are permitted in the C-1, C-2, C-3, C-4, I, and P Districts, and in all residential districts for non-residential uses.

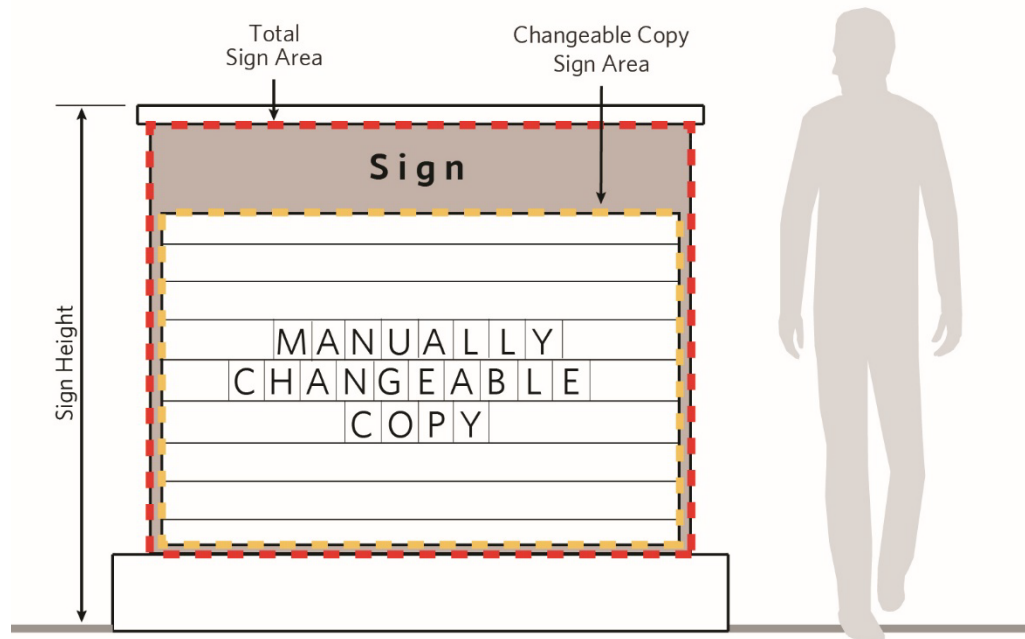
(2) Manually changeable copy signs shall be permitted as components of marquee, monument, pole, or wall signs. A manually changeable copy sign is subject to the regulations pertaining to the sign type upon which it is located.

b. Quantity. One manually changeable copy sign or electronic message sign is permitted per zoning lot.

c. Size. A manually changeable copy sign shall not occupy more than 80 percent of the total sign area of the marquee, monument, pole, or wall sign on which it is displayed.

d. Illumination. Internally illuminated manually changeable copy signs are permitted only in accordance with § 1476.03.D (Illumination).

**Figure 1476.05-L. Manually Changeable Copy Sign**



## § 1476.06 Temporary Signs

Temporary signs are permitted in accordance with the provisions of this Section, except that where other Sections of this Chapter regulate such signs, the more restrictive regulation shall apply.

A. General Provisions. All temporary signs shall comply with the following standards.

1. Illumination. Temporary signs shall not be illuminated.
2. Relation to Products or Services. Temporary commercial signs must be related to the products or services sold on the premises. Temporary non-commercial or political signs may not be related to the products or services sold on the premises.

B. Temporary Signs Exempt from Permit Requirement. The following temporary signs are exempt from the sign permit requirements of this Chapter and shall comply with the following standards.

1. A-Frame Signs.

a. Location.

(1) A-frame signs are permitted in all non-residential districts, and in all residential districts for non-residential uses.

(2) A-frame signs may be located on the sidewalk, but must maintain at least four feet of sidewalk width so as not to interfere with pedestrian traffic or accessibility.

(3) A-frame signs must be located within 15 feet of the primary entrance of the building.

b. Quantity. One A-frame sign is permitted per zoning lot.

c. Size. A-frame signs shall not exceed six square feet in area and four feet in height.

d. Display Period.

(1) A-frame signs may be displayed on a daily basis, but this display shall be limited to business hours. A-frame signs must be stored indoors at all other times.

(2) A-frame signs shall not be displayed when severe weather conditions exist, such as high winds or heavy snow.

2. Construction Signs.

a. Location. Construction signs are permitted in all zoning districts.

b. Quantity. One construction sign is permitted per street frontage.

c. Size.

(1) In residential districts, construction signs shall not exceed 12 square feet in area per sign and four feet in height.

(2) In non-residential districts, construction signs shall not exceed 32 square feet in area per sign and eight feet in height.

d. Display Period. Construction signs shall be displayed only after approval of a building permit. Construction signs shall be removed no later than seven days after construction is complete, or issuance of an occupancy permit, whichever occurs first.

3. Garage or Yard Sale Signs.
  - a. Location. Garage and yard sale signs are permitted in all residential zoning districts.
  - b. Quantity. One garage or yard sale sign is permitted per street frontage.
  - c. Size. Garage and yard sale signs shall not exceed 12 square feet in area per sign.
  - d. Display Period. Garage and yard sale signs may be displayed for up to two days prior to the event, and shall be removed within one day after the event.

4. Political Signs.
  - a. Location. Political signs are permitted in all zoning districts.
  - b. Size. Political signs shall not exceed 16 square feet in area per sign and six feet in height.

5. Pennant Signs. Pennant signs are permitted for motor vehicle sales uses located in the C-4 District along Ogden Avenue only.

6. Real Estate Signs.
  - a. Location. Real estate signs are permitted in all zoning districts.
  - b. Quantity. One real estate sign is permitted per street frontage.
  - c. Size.
    - (1) In residential districts, real estate signs shall not exceed six square feet in area per sign and six feet in height.
    - (2) In non-residential districts, real estate signs shall not exceed 32 square feet in area per sign and eight feet in height.
  - d. Display Period.
    - (1) Real estate signs that direct persons to property or buildings for sale, rental, or lease shall be removed no later than seven days after the sale, rental, or lease agreement is signed.
    - (2) Real estate signs that direct persons to open houses may be displayed for two days prior to the event, and shall be removed within two hours after the event.

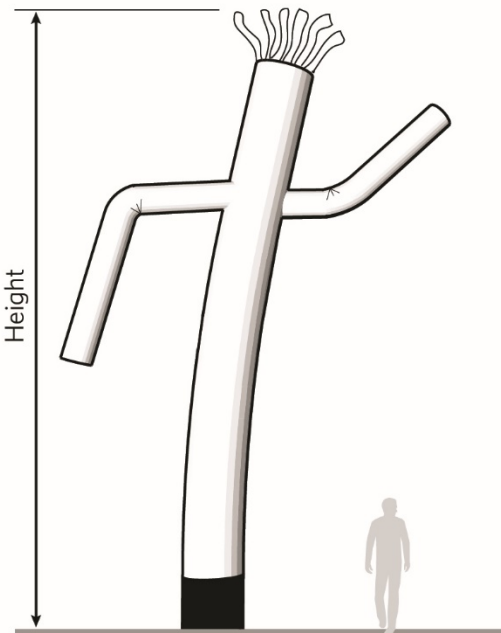
7. Window Signs. Temporary window signs do not require a sign permit but shall meet the standards of § 1476.05.B.10 (Window Signs).

- C. Temporary Signs with Permit Requirement. The following temporary signs require a sign permit, per § 1476.02 (Sign Permits and Variations), and shall comply with the following standards.

1. Banner Signs.
  - a. Location.
    - (1) Banner signs are permitted for non-residential uses in all zoning districts.
    - (2) Banner signs shall not project above the roof of the building to which it is attached, or if attached to a permanent sign, higher than the top of the sign.
    - (3) Banner signs shall not encroach into the public right-of-way.

- b. Quantity. One banner sign is permitted per business, which may be displayed as a pole sign, wall sign, or window sign.
  - c. Size. Banner signs shall not exceed thirty-two (32) square feet in area.
  - d. Display Period.
    - (1) Banner signs are limited to a display period of 30 days.
    - (2) Banner signs may be displayed on a zoning lot no more than four times in one year.
2. Inflatable Devices. Refer to Figure 1476.06-A. Inflatable Device.
- a. Location.
    - (1) Inflatable devices are permitted in the C-2, C-4, and I Districts.
    - (2) Inflatable devices shall be ground-mounted, and shall not be mounted to any structure or vehicle.
    - (3) Inflatable devices shall be set back a minimum of 10 feet from the front lot line.
  - b. Quantity.
    - (1) One inflatable device is permitted per business.
    - (2) Inflatable signs may not be displayed simultaneously by adjacent businesses, or by more than one business in the same multi-tenant commercial development.
  - c. Size. Inflatable devices shall not exceed 25 feet in height.
  - d. Display Period.
    - (1) Inflatable devices are limited to a display period of seven days.
    - (2) Inflatable devices may be displayed on a zoning lot no more than two times in one year.

**Figure 1476.06-A. Inflatable Device**



### **§ 1476.07 Prohibited Signs**

It shall be unlawful to erect the following prohibited signs or advertising devices in any zoning district.

- A. Attention Getting Devices.
- B. Banner Flag Signs.
- C. Bench Signs.
- D. Video Display Signs.
- E. Flashing Signs.
- F. Moving Signs. No sign or other advertising device shall have moving, revolving, or rotating parts. Moving signs shall not include barber poles, electronic message signs, flags, inflatable devices, pennant signs, and signs displaying time and temperature, street clocks, and other signs as established by this Chapter.
- G. Obscene Signs.
- H. Off-Premises Signs.
- I. Portable Signs.
- J. Roof Signs.
- K. Signs that Interfere with Traffic. No sign or other advertising device shall interfere with, obstruct the view of, or be confused with any traffic sign, signal, or device because of its position, shape, illumination, or color.
- L. Snipe Signs.
- M. Vehicle Signs.

### **§ 1476.08 Outdoor Advertising Signs**

Outdoor advertising signs are regulated as part of the Outdoor Advertising Signs Ordinance of the City of Berwyn Municipal Code.



## § 1476.09 Classic Sign Designation

- A. Purpose. The purpose of a classic sign designation is to preserve signs that have historic value or particular distinctiveness within the City.
- B. Procedure.
1. Initiation. A classic sign designation may be proposed by the owner of any property in the City, an individual expressly authorized by the owner in writing, or an official representative of the City.
  2. Action by the Building Director. An application for a classic sign designation shall be filed with the Building Director. Upon determining that the application is complete, the Building Director shall schedule the application for consideration by the Zoning, Planning, and Development Commission.
  3. Action by the Zoning, Planning, and Development Commission. The Zoning, Planning, and Development Commission shall evaluate the application, recommend approval or denial of the application, and forward its recommendation to the City Council.
  4. Action by the City Council. The City Council shall evaluate the application and take action in the form of approval or denial of the application.
- C. Standards for Classic Sign Designation. The City Council, Zoning, Planning, and Development Commission, and Building Director shall evaluate applications for classic sign designations with specific written findings based on the standards of this Section.
1. Age. The proposed sign shall be a minimum of 25 years old.
  2. Significance. The proposed sign shall possess extraordinary significance due to the historic value and/or distinctiveness of the sign.
  3. Use. The proposed sign may relate to a land use no longer located on-site.
  4. Design. The proposed sign shall possess unique physical design characteristics, including, but not limited to, size, configuration, illumination, color, and/or texture.
  5. Maintenance. The owner of the proposed sign shall provide a maintenance or restoration plan to ensure that the sign will not pose a threat to the health, safety, and general welfare of the City.
- D. Exemptions, Conformance, and Removal.
1. Exemptions. Signs designated as classic signs are exempt from all of the requirements of this Chapter in accordance with the provisions of this Section.
  2. Conformance. Signs designated as classic signs shall be deemed conforming and may:
    - a. Remain on the premises if the sign relates to a land use no longer located on-site.
    - b. Be relocated on the same lot or any other lot.
    - c. Be restored in the event that the sign is damaged or destroyed to the extent of more than 50 percent of its fair market value.
  3. Removal. Signs designated as classic signs may be removed in accordance with Section § 1476.03.F.3 (Removal) if the sign is unsafe, insecure, or a danger to the public.

### **§ 1476.10 Nonconforming Signs**

- A. Continuation of Nonconforming Sign. A nonconforming sign may remain in use as long as it remains otherwise lawful.
- B. Discontinuation or Abandonment. A nonconforming sign may not remain in use if the property is vacant and unoccupied for a period of six months or more.
- C. Relocation. A nonconforming sign shall not be relocated to any other location on the same lot or any other lot, unless the sign subsequently conforms to all regulations of the zoning district in which the sign is relocated.
- D. Alterations and Enlargements. A nonconforming sign shall not be altered or enlarged in any way that increases the nonconformity of the sign.
- E. Ordinary Maintenance and Repair. Normal maintenance and incidental repair may be performed on any nonconforming sign, but shall not increase the nonconformity of the sign.
- F. Damage or Destruction. In the event that any nonconforming sign is damaged or destroyed to the extent of more than 50 percent of the fair market value of the sign prior to the damage, the sign shall not be restored or repaired unless it subsequently conforms to all applicable regulations of the district in which the sign is located.

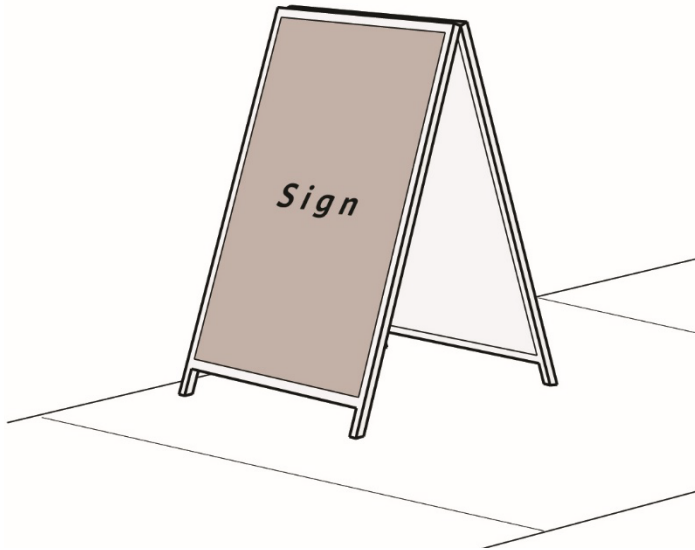
### **§ 1476.11 Enforcement**

- A. Enforcement. This Chapter shall be enforced by the Building Director. The Building Director may seek the assistance of the City Attorney to enjoin, abate, or stop any violation of this Chapter. The Building Director may seek the assistance of the Police Department to enforce this Chapter. The property owner charged with a violation of this Chapter may be held responsible for any legal expenses incurred by the City.
- B. Penalties and Fines. Any person, firm, or corporation who does not comply with any of the provisions of this Chapter, or who resists the enforcement thereof, shall be fined for each offense. Each day that a violation continues shall constitute a separate offense. The accumulation of penalties for violations shall cease upon correction of the violation, but the obligation to pay for violations already committed shall not.

## § 1476.12 Definitions

**A-Frame Sign:** A movable ground sign constructed in the shape of an “A” or some variation thereof. Refer to Figure 1476.12-A. A-Frame Sign.

**Figure 1476.12-A. A-Frame Sign**



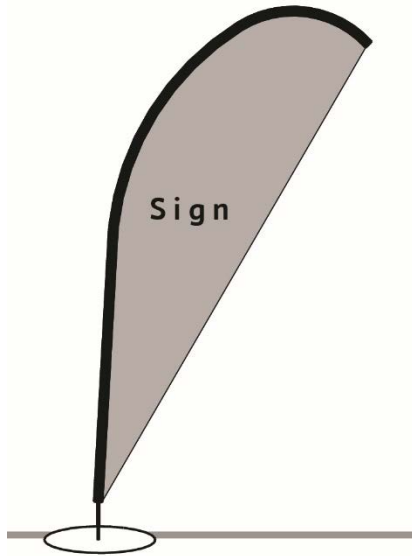
**Attention Getting Device:** A sign that directs attention to a business, product, or service using streamers, spinners, propellers, paddle wheels, or other ornamentation designed to move in the wind. “Attention Getting Devices” do not include “Banner Flag Signs” or “Inflatable Devices.”

**Awning:** A roof-like cover, often constructed of flexible fabric and/or metal, which projects from the wall of a structure over a window, sidewalk, or door and is designed for protection from the weather or as a decorative element.

**Awning Sign:** A sign that is displayed on an awning.

**Banner Flag Sign:** A sign typically made of lightweight fabric or other flexible material that is mounted to a pole and designed to move in the wind. “Banner Flag Signs” do not include “Attention Getting Devices.” Refer to Figure 1476.12-B. Banner Flag Sign.

**Figure 1476.12-B. Banner Flag Sign**



**Banner Sign:** A sign typically made of lightweight fabric or other flexible material with or without a frame. “Banner Signs” do not include “Attention Getting Devices.”

**Bench Sign:** A sign located on a bench, seat, or similar structure that directs attention to a business, product, or service.

**Building:** A structure with substantial walls and a substantial roof that is securely affixed to land and separated on all sides from similar structures by space or by walls that do not have communicating doors, windows, or similar openings.

**Building Director.** The Building Director of the City of Berwyn.

**Cabinet Sign:** A sign designed as a boxed enclosure in which letters and logos are displayed on a flat interchangeable panel that does not individually articulate each letter or logo.

**Canopy:** A rigid roof-like cover, often constructed of metal and/or glass, which projects from the wall of a structure over a window, sidewalk, or door and is designed for protection from the weather or as a decorative element. A canopy may include ground-mounted support posts.

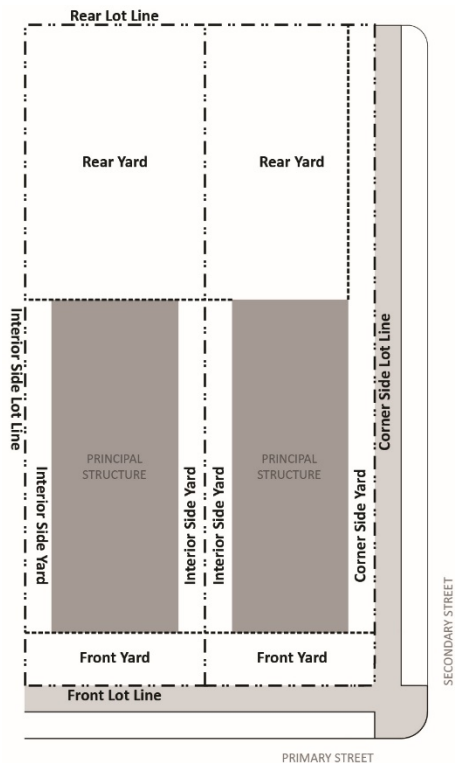
**Canopy-Mounted Sign:** A sign that is mounted on top of a canopy.

**City:** The City of Berwyn, Illinois.

**Construction Sign:** A sign that identifies the contractor, builder, developer, architect, engineer, or similar professional responsible for completing work on the property on which the sign is placed.

**Corner Side Lot Line:** The boundary of a lot that is approximately perpendicular to the front and rear lot lines, which separates the longest street frontage of a corner lot from the street. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Figure 1476.12-C. Lot Lines and Yards**



**Corner Side Yard:** The area on a lot extending from the corner side façade of a building to the corner side lot line between the front yard and the rear lot line. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Drive-Through Sign:** A sign, which displays items for sale or service at an establishment with drive-through facilities.

**Driveway Entrance/Exit Sign:** A sign designating the location of parking lot entrances and/or exits, drive-throughs, and other features of a similar nature.

**Electronic Message Sign:** A sign that displays a changeable message with text, or simple images using an electronic display. "Electronic Message Signs" shall not include "Video Display Signs."

**Externally Illuminated Sign:** A sign that is lit by a source of light located outside the sign so that light shines onto the sign face.

**Flag:** Flexible material that is mounted on a pole and symbolizes any governmental, political, civic, educational, religious, or corporate organization.

**Flashing Sign:** A sign that contains an intermittent or sequential light source that may flash, blink, strobe, travel, chase, rotate, or change in intensity, brightness, or color. "Flashing Signs" do not include "Electronic Message Signs."

**Front Lot Line:** The boundary of a lot that abuts a street. For corner lots, the front lot line shall be the shortest street frontage of the lot. For irregularly shaped lots, the front lot line shall be the entire length of the lot line that abuts a street. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Front Yard:** The area on a lot extending from the front façade of a building to the front lot line between the side lot lines. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Frontage:** The portion of a building located adjacent to a right-of-way.

**Garage or Yard Sale Sign:** A sign advertising the sale of items typically held in a garage or yard.

**Government Sign:** A sign, such as a traffic control sign, public safety sign, emergency sign, or public notice, that is required by applicable federal, state, county, or local regulations.

**Headstone:** A non-commercial sign in the form of a tombstone, tablet, grave marker, statuary, or memorial plaque, that offers a remembrance of persons or events.

**Historical Marker:** A sign displaying information such as a building's name, date of erection, or location of historic significance.

**Home Occupation Sign:** A sign associated with an occupation carried on in a dwelling unit.

**Inflatable Device:** An advertising display that consists of large balloons or similar material that can be filled with air or gas and that may or may not be tethered to a specific location, and may move using a fan.

**Interior Side Lot Line:** The boundary of a lot that is approximately perpendicular to the front and rear lot lines and is not adjacent to the right-of-way. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Interior Side Yard:** The area on a lot extending from the interior side façade of a building to the interior side lot line between the front yard and the rear yard. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Internally Illuminated Sign:** A sign that is lit by a source of light located inside the sign so that light shines outward from within the sign.

**Lot:** A parcel or tract of land intended to be separately owned, developed, or otherwise used.

**Lot Line:** The boundary line of any lot.

**Lot of Record:** A legally created lot established by plat, deed, or contract as duly recorded by the Cook County Recorder of Deeds.

**Manually Changeable Copy Sign:** A sign designed to allow modifications of messages, letters, characters, illustrations, or other symbols by hand. "Manually Changeable Copy Signs" shall not include "Electronic Message Signs."

**Marquee Sign:** A sign with two or three sign faces that is mounted to a permanent roof-like structure extending from the facade of a building.

**Miscellaneous Information Sign:** A sign which displays miscellaneous information, such as hours of operation, credit cards accepted, open/closed signs, and push/pull signs, and appears on or adjacent to entry doors or in display windows. Miscellaneous information shall include information located on vending machines, automated teller machines, and gasoline pumps.

**Monument Sign:** A sign mounted to a freestanding base, not including freestanding poles, and not attached to a building.

**Moving Sign:** A sign that moves or gives the appearance of movement, including any sign that revolves, rotates, or in any way alters position by natural or artificial means. "Moving Signs" do not include "Electronic Message Signs," "Inflatable Devices," flags, "Pennant Signs," and signs displaying time and temperature.

**Nit:** A unit of luminous intensity equal to one candela per square meter.

**Nonconforming Sign:** A sign erected and maintained prior to the adoption of this Chapter that does not conform to the requirements of this Chapter.

**Obscene Sign:** A sign that displays content in which the dominant theme of the material depicts prurient representations of sexual matters that affront contemporary community standards and do not possess redeeming social value.

**Off-Premises Sign:** A sign that directs attention to a business, product, service, or activity that is conducted, sold, or offered at any location other than the premises where such sign is located.

**Owner:** The legal or beneficial title-holder of land or holder of a written option to contract or purchase the land.

**Parking Lot Sign:** A sign regulating a parking lot, with a message such as “No Parking” or “Unauthorized Users Will Be Towed,” that is oriented to an off-street parking area.

**Pennant Sign:** A sign consisting of tapered flags made of lightweight material that are hung in a series and may or may not contain a message. “Pennant Signs” do not include “Attention Getting Devices” or “Banner Flag Signs.”

**Permanent Sign:** A sign constructed of durable materials that is intended to be displayed for the duration of time that the use or occupant is located on the premises.

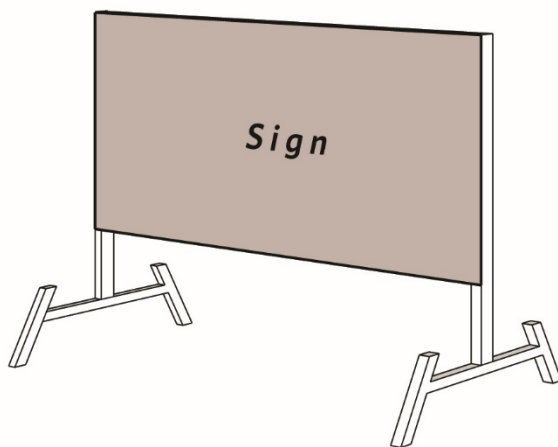
**Person:** An individual, firm, corporation, partnership, or other similar entity.

**Pole Sign:** A sign mounted to one or more freestanding poles, not including a freestanding base and not attached to a building.

**Political Sign:** A sign that endorses or opposes a candidate for public office or raises awareness regarding a public issue.

**Portable Sign:** A sign with a supporting structure that is designed to be moved or relocated for display. Portable signs include, but are not limited to, signs mounted upon a trailer or other non-motorized mobile structure, which may or may not possess wheels. “Portable Signs” do not include “A-Frame Signs.” Refer to Figure 1476.12-D. Portable Sign.

**Figure 1476.12-D. Portable Sign**





**Projecting Sign:** A sign attached to a building or other structure that extends beyond the surface of the building and is typically oriented perpendicular to the facade of the building. “Projecting Signs” do not include “Awning Signs” or “Marquee Signs.”

**Real Estate Sign:** A sign advertising property for rent, lease, or sale, or announcing an open house.

**Rear Lot Line:** The boundary of a lot that is most distant from and approximately parallel to the front lot line. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Rear Yard:** The area on a lot extending from the rear façade of a building to the rear lot line between the side lot lines on an interior lot, and between the side lot line and the corner side yard on a corner lot. Refer to Figure 1476.12-C. Lot Lines and Yards.

**Roof Sign:** A sign erected on the roof of a building that projects above the highest point of the roofline or parapet wall.

**Sign:** A message, image, display, or object used to advertise, direct attention to, or promote the interests of a person, business, organization, location, product, service, or activity. “Signs” do not include flags or works of art.

**Sign Copy:** The text or images included on a sign that are used to communicate the message of the sign.

**Snipe Sign:** A sign affixed, posted, painted, or pasted to any tree, utility pole, hydrant, bench, fence, stake, trash receptacle, sidewalk, curb, parkway, street, median, or similar location, located on either public or private property.

**Street Address Sign:** A sign that displays the name or address of the occupant.

**Structure:** Anything constructed or erected that requires location on the ground or must be attached to something located on the ground.

**Temporary Sign:** A sign that is intended to be displayed for a limited period of time.

**Variation:** Authorization granted by the City to allow development that deviates from the specific regulations of this Chapter.

**Vehicle Sign:** A sign attached to or placed on a vehicle that is prominently visible from the public right-of-way where the primary purpose of the vehicle is to advertise a business, product, or service rather than to be actively used or available for the daily function of the business to which the sign relates. A “Vehicle Sign” does not include a sign advertising a vehicle for lease or sale.

**Video Display Sign:** A sign that displays a message with text, detailed images, or video using digital screens, LED screens, plasma screens, flat screens, video screens, and holographic displays. "Video Display Signs" shall not include "Electronic Message Signs."

**Wall Sign:** A sign mounted flat against the wall of a building or structure that is typically oriented parallel to the wall to which it is attached.

**Warning Sign:** A sign that communicates a message of warning, danger, or caution, such as "Private Property," "No Trespassing," or "Beware of Dog."

**Window Sign:** A sign affixed, hung, placed, posted, or printed on the interior or exterior of a building window or door that is intended to be viewed from the exterior of a building.

**Yard:** The area on a lot between the principal structure and the lot line.

**Zoning Lot:** One or more lots located within a block that is under single ownership and is designated as a unit of land for development by the owner of such land.

**Zoning, Planning, and Development Commission:** The Zoning, Planning, and Development Commission of the City of Berwyn.