



# CITY OF LAKE FOREST PARK CITY COUNCIL COMMITTEE OF THE WHOLE MEETING

**Monday, April 21, 2025 at 6:00 PM**

**Meeting Location: In Person and Virtual / Zoom  
17425 Ballinger Way NE Lake Forest Park, WA 98155**

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## **INSTRUCTIONS FOR ATTENDING THIS MEETING VIRTUALLY:**

**Join Zoom Webinar:** <https://us06web.zoom.us/j/81266972044>

**Call into Webinar: 253-215-8782 | Webinar ID: 812 6697 2044**

The City Council is providing opportunities for public comment by submitting a written comment or by attending in person to provide oral public comment.

### **HOW TO PARTICIPATE WITH ORAL COMMENTS:**

If you are attending the meeting in person, there is a sign in sheet located near the entrance to the Council Chambers. Simply fill the form out and the Mayor will call your name at the appropriate time. Oral comments are limited to 3:00 minutes per speaker. Oral comments are not being accepted via Zoom.

The meeting is being recorded.

### **HOW TO SUBMIT WRITTEN COMMENTS:**

Written comments will be submitted to Council if received by 5:00 p.m. on the date of the meeting; otherwise, they will be provided to the City Council the next day. The City Clerk will read your name and subject matter into the record during Public Comments.

As allowed by law, the Council may add and take action on items not listed on the agenda. For up-to-date information on agendas, please visit the City's website at [www.cityoflfp.gov](http://www.cityoflfp.gov)

Meetings are shown on the city's website and on Comcast channel 21 for subscribers within the Lake Forest Park city limits.

## **AGENDA**

- 1. CALL TO ORDER**
- 2. PUBLIC COMMENTS**

***The Committee is not accepting online public comments. This portion of the agenda is set aside for the public to address the Council on agenda items or any other topic the Council might have purview or control over. However, the Committee may not respond to comments from the public. If the comments are of a nature that the Council does not have influence or control over, then the Deputy Mayor or presiding officer may request the speaker suspend their comments. The***

*Council may direct staff to follow up on items brought up by the public. **Comments are limited to a three (3) minute time limit.***

### **3. DISCUSSION ITEMS**

- A.** Ordinance 25-1308/Amending Chapter 18.52 of the Lake Forest Park Municipal Code, Signage, to bring the Sign Code into compliance with recent legal decisions
- B.** Discussion regarding Budget challenges

### **4. ADJOURN**

#### **FUTURE SCHEDULE**

- Thursday, April 24, 2025, 7:00 p.m. City Council Regular Meeting – *hybrid meeting (City Hall and via Zoom)*
- Thursday, May 8, 2025, 6:00 p.m. City Council Work Session – *hybrid meeting (City Hall and via Zoom)*
- Thursday, May 8, 2025, 7:00 p.m. City Council Regular Meeting – *hybrid meeting (City Hall and via Zoom)*
- Monday, May 12, 2025, 5:45 p.m. Joint City Council Meeting with Cities of Shoreline and Kenmore – *hybrid meeting (Shoreline City Hall and via Zoom)*
- Thursday, May 15, 2025, 6:00 p.m. Budget & Finance Committee Meeting – *hybrid meeting (City Hall and via Zoom)*
- Monday, May 19, 2025, 6:00 p.m. Committee of the Whole Meeting – *hybrid meeting (City Hall and via Zoom)*
- Thursday, May 22, 2025, 7:00 p.m. City Council Regular Meeting – *hybrid meeting (City Hall and via Zoom)*
- Monday, May 26, 2025 – Memorial Day, City Hall closed

*Any person requiring a disability accommodation should contact city hall at 206-368-5440 by 4:00 p.m. on the day of the meeting for more information.*



CITY OF LAKE FOREST PARK

CITY COUNCIL

AGENDA COVER SHEET

Meeting Date	April 21, 2025
Originating Department	Community Development Department
Contact Person	Mark Hofman, AICP, Community Development Director
Title	Ordinance 25-1308/Amending Chapter 18.52 of the Lake Forest Park Municipal Code, Signage, to bring the Sign Code into compliance with recent legal decisions

Legislative History

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|--|---|
| • First Presentation                                       | December 14, 2023, Regular City Council Meeting |
| • Reintroduction (New CD Director)                         | April 22, 2024, Committee of the Whole          |
| • Return Reintroduction Materials                          | June 13, 2024, Regular City Council Meeting     |
| • Post SEPA and WA Dept. of Commerce Review Reintroduction | March 27, 2025, Regular City Council Meeting    |
| • Continued Discussion                                     | April 21, 2025, Committee of the Whole          |

Attachments:

1. Draft amendments to Chapter 18.52, Signage, of the Lake Forest Park Municipal Code (All amendments are in red font with additions underlined and deletions in strikeout format. Unchanged code text remains in black font).
2. Current adopted Chapter 18.52, Signage, of the Lake Forest Park Municipal Code.
3. Draft ordinance.
4. Current adopted Section 18.66.125, Nonconforming Signs, of the Lake Forest Park Municipal Code

Executive Summary

The Planning Commission completed a review and amendments to the city’s adopted sign code, held a public hearing, and forwarded a recommendation in 2023 to the City Council. Changes generally include those to definitions, clarification of illegal signs, exemptions from permitting, new provisions for

temporary signs, the addition of exterior signage for businesses located interior to the Town Center, and the addition of signs allowed in Southern Gateway zones.

The draft recommended amendments/additions were introduced to the City Council at the December 14, 2023 regular meeting. The continuing effort at Council was then temporarily put on hold until a new community development director came on board at the city and had time to familiarize with the background materials and process. The Community Development Director joined the city in January 2024 and reintroduced the recommended amendments to the City Council on April 22, 2024, to continue the review process.

The materials included in the Council meeting packet for December 14, 2023, and April 22, 2024, included some text issues of several instances of multiple sentences overlapping each other. Because it was therefore not entirely clear what each and every included amendment and addition was contained in the Commission's recommendation, the materials from the Planning Commission were corrected and verified.

These corrected materials were returned as a replacement step at the June 13, 2024, meeting of the City Council. The Council reviewed and discussed the amendment materials, and the Community Development Director responded to several past questions and comments. The feedback received from the City Council review included that no additional substantive changes were anticipated at that time and that Community Development Department staff could begin the environmental (SEPA) review and submit the proposed amendments to the Department of Commerce for their required review.

Both processes have now been completed, as required prior to the City Council's adoption of any proposed code. A Determination of Nonsignificance (DNS) was issued by the city's SEPA Responsible Official after a review of the proposed amendments and a SEPA Checklist prepared for the Non-Project Action. The City received no specific comments regarding the proposed sign code amendment from the required public notice period, and no appeal was filed on the February 6, 2025, determination. The sign code amendments and supporting materials were adequately filed with the Washington State Department of Commerce to satisfy the required 60-day agency review and comment period. No comments were received as a result of the 60-day review, and that requirement is satisfied.

## **Background**

The Planning Commission's review of the sign code was done with the limits imposed by the Courts in mind. The U.S. Supreme Court in *Reed v. Gilbert*, held that regulating signs based on their content, in most cases, is an unconstitutional violation of the First Amendment right to free speech. The U.S. Ninth Circuit Court of Appeals, of which Washington is a part, held that the *Reed* decision only applies to non-commercial signs. Non-commercial signs that regulate the content of a sign will be subject to "strict scrutiny" when determining whether they violate the First Amendment right to free speech. When regulating signs that are off-premises (not on the premises they convey information about), the U.S. Supreme Court in *City of Austin v. Reagan National Advertising*, held that a city's regulation of off-premises signs is facially content neutral because the message on the sign is only relevant because it tells the reader about location. Neutral reading of sign for location will pass the Constitutional test.

## **Fiscal & Policy Implications**

Fiscal impacts are minor, related to staff time and the costs of codifying the updated code. By adopting the proposed amendments, the city's sign code will be in compliance with case law.

Alternatives

Options	Results
<ul style="list-style-type: none"><li>• Adopt the amendments to Chapter 18.52, Signage, of the Lake Forest Park Municipal Code.</li></ul>	New sign code regulations reflective of recent case law will be in effect.
<ul style="list-style-type: none"><li>• Not adopt the amendments to Chapter 18.52, Signage, of the Lake Forest Park Municipal Code.</li></ul>	The existing sign regulations of the LFPMC will remain in effect.

Staff Recommendation

Adopt the amendments to Chapter 18.52, Signage, of the Lake Forest Park Municipal Code.



## Sign Code Amendments Discussion Memorandum

Date: April 18, 2025

Meeting: April 21, 2025 Committee of the Whole

From: Mark Hofman, Community Development Director

To: City of Lake Forest Park Committee of the Whole

Re: Discussion Items for Potential Amendments to the Draft Sign Code Ordinance

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Mayor and Councilmembers,

The draft Ordinance amending the City's sign regulations in the Municipal Code was re-introduced at the March 27, 2025 Regular Meeting. After discussion and questions/responses, the agenda item was directed to the next meeting of the Committee of the Whole for review, detailed discussion, and further consideration of potential amendments to the current draft regulations.

Staff has prepared this discussion memo to facilitate the sign code amendment ordinance item on the Agenda for the April 21, 2025 Committee of the Whole meeting. An attachment to this memo offers staff's highlighted (yellow) sections for discussion/consideration and also prepares for other issues for which the Council may wish to direct staff to make additional amendments. The staff proposed changes are listed individually below in this memo. The base format for the attachment is the amendments material in the Committee of the Whole packet and from the March 27 Council materials. The highlighted sections in the attachment are not modified from the current draft materials in the packet but act to quickly locate the sections in the code as a discussion aid as the Committee works through the items below. Staff's discussion items are as follows.

**Existing Codifiers note-** Pages 4, 10, and 11 of the attachment. The existing "Code reviser's note" located at the end of Section 18.52.020, Definitions, reads as follows: **\*Code reviser's note: Section 2 of Ord. 935 provides as follows: "Sections 18.52.020(R), 18.52.070(K) and 18.52.070(L) shall be repealed effective midnight, December 31, 2007."** The Planning Commission's recommended amendments include a review of those three sections cited in the note. The draft amendments retain current 18.52.020(R), definition of street light banner (page 4). Section 18.52.070(K) is recommended to be deleted as currently noted (page 10). Section 18.52.070(L) is recommended to be retained but modified (page 11).

**Strikeout/Underline Typographic Error-** Page 4 of the attachment. The current red-lined version of recommended amendments and the draft Ordinance contain a typographic error in strikeout underlining format. Section 18.52.030(A) should correctly read as:

**18.52.030 Prohibited ~~illegal~~ signs and removal.**

A. General prohibition. Any sign not expressly provided for in this chapter shall be **prohibited illegal**. All ~~prohibited illegal~~ signs must be removed by the person or entity placing them or by the person, business or entity benefited by the ~~prohibited illegal~~ sign. Said persons or entities are also subject to enforcement proceedings under LFPMC 18.52.100. However, The city of Lake Forest Park may remove any ~~prohibited illegal~~ sign within the right of way its jurisdiction. Signs so removed may be released to the sign owner or other responsible person upon payment of a \$25.00 removal fee. Removed signs which are unclaimed after 30 days may be destroyed by the city. Removal of a ~~prohibited illegal~~ sign by the city does not relieve the person responsible for paying accrued fines under LFPMC 18.52.100.~~therefor.~~

**Planter beds-** Pages 5 and 11 of the attachment. Section 18.52.030.B.7 (page 5) could be amended to include planter strips/beds as follows:

7. Signs within public property, public easements or structures, including, but not limited to, medians, roundabouts, **planter strips/beds**, sidewalks, utility poles and cabinets, street light poles, traffic poles and signals, and street trees, except as allowed pursuant to LFPMC 18.52.080.

Section 18.52.080.A.1 (page 11) could be amended to include planter strips/beds as follows:

1. Signs shall not be placed in medians, traffic islands, roundabouts, **planter strips/beds**, or other areas within the roadway;

**Removal timing-** Page 7 of the attachment. Section 18.52.045, Temporary Signs, could include a modification to sub-section F as follows to reduce the time for sign removal after an event, occasion, or similar occurrence from 10 to 5 days:

F. Signs pertaining to an event, occasion, or similar occurrence with a beginning and/or ending date shall be removed within **five (5) ten (10)** calendar days after the ending date.

**Abutting owner approval-** Page 11 of the attachment. Section 18.52.080, Signs in the public right-of-way, could be amended to include an additional provision regarding a recommendation to obtain approval of an abutting property owner in advance of sign placement, as follows:

#. Approval of Abutting Owner. Approval of the abutting property owner is recommended before placing a sign in front of the abutting property owner's property. Approval pertains only to the side of the right-of-way on which the sign is to be located.

**Quantity of signs allowed in the right-of-way-** Page 12 of the attachment. The City Council has preliminarily indicated that a change (deletion) may be appropriate in the draft regulations for the maximum number of temporary signs allowed in the public right-of-way. The draft amendments currently read as follows:

6. No more than six (6) signs may be displayed city-wide in the right-of-way for the same event, occasion, or purpose, or by the same entity, at any one time;

**Temporary sign size in the public right-of-way-** Page 12 of the attachment. A public comment was received in 2024 from a representative of the Realtors trade industry to increase the sign size allowed for temporary signs in the public right-of-way to allow for the industry standard A-board sign which is four (4) square feet (24" by 24"). While the live area of the sign differs among brokerages, the sign structure is consistently 24" by 24". The representative reached out again to staff recently to inquire if the Council would consider the amendment.

7. A sign exempt from permitting by section 18.040 LFPMP because it is no greater than four (4) square feet in area per side and no more than four (4) feet in height shall be displayed for thirty (30) days or less in any one-year period, unless a permit is obtained;

**Fewer vs. less references-** Staff will review the language in the draft amendments and the Ordinance prior to the next City Council meeting to locate and grammatically correct any/all references to fewer vs. less, as may be appropriate.

Staff will make revisions as directed by the Committee of the Whole and return to an upcoming regular meeting of the City Council for a noticed public hearing. The materials for that meeting will include a clean copy/version of the amendments, as requested by a councilmember, after the Committee of the Whole text revisions are made. That clean copy will be without strikeout/underline formatting for ease of review of what the code regulations would appear like if adopted.



## Attachment 1 to Discussion Memo Re: Items for April 21, 2025 Committee of the Whole

## Chapter 18.52 SIGNAGE

## Sections:

- 18.52.010 Purpose.
- 18.52.020 Definitions.
- 18.52.030 ~~Prohibited~~ Illegal signs and removal.
- 18.52.040 Exemptions from permitting.
- 18.52.045 Temporary signs.
- 18.52.050 Signs in RM and RS zones.
- 18.52.060 Signs permitted in CC and BN zones.
- 18.52.070 Signs permitted in TC zones.
- 18.52.075 Signs in Southern Gateway zones.
- 18.52.080 Signs in the public right-of-way.
- 18.52.090 Permit application and fees.
- 18.52.100 Enforcement~~Violations~~.

**18.52.010 Purpose.**

The purpose of this chapter is to provide regulation of all signage in Lake Forest Park in order to promote and protect the public health, welfare and safety, to protect and promote property values, to protect and promote an aesthetically pleasing physical appearance of the city, to provide for more open space, to protect and promote an attractive business climate in the city and to provide uniformity of appearance in signage and in regulation of signage where appropriate. It is further intended to reduce sign and advertising obstructions and distractions that may contribute to traffic accidents, to reduce visual clutter and to curb the deterioration of natural beauty and community environment.

**18.52.020 Definitions.**

For purposes of this chapter, the definitions of words and terms shall be as provided in this title, this chapter and as defined in the International Building Code, current edition, as adopted by the state of Washington.

~~A. "Celebration displays" are temporary signs, banners, posters, fluttering devices, balloons, and pennants used solely for the purpose of announcing the opening of a new business, celebration of business anniversaries or announcing major sales. No balloon may exceed three cubic feet. No celebration shall commence prior to the start of the celebration. The notice shall specify the first and last days of the celebration.~~

~~A.B. "Animated sign" means any sign, or any portion of the sign, affected by the movement of air or other atmospheric or mechanical means, or that uses natural or artificial changes of lighting, to depict action or create a special effect or scene. Animated signs include, but are not limited to, flashing signs, inflatable signs, rotating signs, pennants, streamers, balloons, searchlights, spinners, and propellers.~~

~~B. "Awning or canopy sign" means a nonelectric sign that is printed on, painted on, or attached to the vertical surface or flap of an awning or canopy.~~

~~C. "Banner" means a sign composed of flexible material, such as fabric, pliable plastic, or other similar nonrigid material, with no enclosing framework or electrical components and that is supported or anchored on two or more edges or at all four corners, or along either one edge or two corners with weights installed that reduce the reaction of the sign to wind.~~

~~D.B. "Changing message signs" are signs in which a change of message is made by means of moving or digitally changing monochromatic letters, or numbers, or a combinations thereof. Moving or digitally changing the letters or~~

~~numbers does not make the sign an “animated sign”. , such as clocks and electronic signs indicating time, date and temperature. No messages other than date, time and/or temperature are permitted on changing message signs.~~

~~E.C.~~ “Construction signs” are nonilluminated signs which identify the architects, engineers, planners, contractors or other professional individuals or firms involved with a construction or remodel project or which announce the character or purpose of a project but which do not advertise any product.

~~F.~~ “Copy” means the graphic content of a sign surface, including, but not limited to, graphics, letters, numbers, figures, symbols, and trademarks.

~~G.~~ “Exterior signs” means a wall sign, an awning sign or marquee sign, all of which have copy showing on only one side of the sign.

~~H.~~ “Electronic video signs” are signs that contain electronic video displays similar to or otherwise depicting a television screen.

~~I.D.~~ “Freestanding sign” means a sign standing directly on the ground or having one or more supports standing directly on the ground, and being detached from any building or fence.

~~J.~~ “Illuminated sign” means a sign with an artificial light source incorporated internally or externally for illuminating the sign.

~~E.~~ “Incidental signs” are signs of a noncommercial nature, without advertising, intended primarily for the convenience of the public, that do not exceed a maximum area of two square feet. Incidental signs include:

- ~~1. Nonflashing signs designating street addresses, restrooms, hours of operation, entrances and exits to buildings and parking lots, help wanted signs, bus stop and bus route signs, public telephones and the like;~~
- ~~2. Property control signs such as “no trespassing” signs, “no soliciting” signs, towing signs, “no dumping” signs and the like;~~
- ~~3. Plaques, tablets or inscriptions of an historical character which are an integral part of a building or are attached flat to the face of a building, walkway or street;~~
- ~~4. Newspaper boxes attached to mailbox posts which include the name of the newspaper; and~~
- ~~5. Temporary signs in RM and RS zones identifying noncommercial events such as private picnics, birthdays and the like.~~

~~A maximum of two incidental signs per business can include the names and/or logo of the business. Political signs and commercial signs such as yard sale signs, real estate signs and the like are subject to the specific provisions of this chapter relating to them.~~

~~K.F.~~ “Land use notice action signs” are signs notifying the public of proposed site alterations and which are required to be posted.

~~L.~~ “Lawn sign” means a freestanding sign made of lightweight materials such as cardboard or vinyl that is supported by a frame, pole, or other support structure placed directly in the ground without foundation or other anchors.

~~M.~~ “Marquee sign” means any sign attached to or supported by a marquee, which is a permanent roof-like projecting structure attached to a building.

N. “Monument sign” means a freestanding sign having the appearance of a solid base that is 100 percent or greater of the sign face width, made of landscape construction materials such as brick, stucco, stonework, textured wood, tile, or textured concrete, which are harmonious with the materials of the primary structure on the subject property.

~~G. “Noncommercial identity signs” are signs which identify the city, parks, public utility or service districts, places of worship, schools, community recreational clubs and areas and residential communities within the city or provide public service, location or educational information. Identity signs may not be directly illuminated but may have indirect illumination on them. A noncommercial identity sign may not exceed 32 square feet per side or have balloons, flags, festoons, pennants or the like attached. Such signs must be placed upon the property which they identify except as provided in LFPMC 18.52.040(A).~~

O.H. “Off-premises signs” are any permanent sign, such as a billboard, pedestal, pole, monument, or marquee sign which displays a message which is not incidental to the current use of the property on which it is located.

~~I. “Open house signs” are signs of an A-frame or sandwich type construction, which may include a real estate company’s name and logo and the words “open house” and having a directional symbol, not exceeding six square feet in size.~~

P. “Pedestal sign” means freestanding signs supported permanently upon the ground by one or more solid bases, which base or bases shall be of a width equal to or greater than 50 percent of the sign width.

Q. “Pole or pylon signs” means freestanding signs supported permanently upon the ground by one or more solid bases, which base or bases are less than 50 percent of the sign width.

~~J. “Political signs” are signs which advertise or promote a political candidate(s) for public elective office, promote a political party, or promote a position on a public issue or ballot issue. A sign which advertises or promotes a negative position of a political candidate, political party or public issue or ballot issue is a political sign.~~

~~K. “Real estate signs” are temporary signs not to exceed six square feet per side, which may be one or two sided, advertising the real estate upon which it is located, or a portion thereof, for sale, lease or rent.~~

R. “Right-of-way” means land owned, dedicated, or conveyed to the public and used primarily for the movement of vehicles, wheelchair, and pedestrian traffic, and land privately owned and used primarily for the movement of vehicles, wheelchair, and pedestrian traffic, so long as such privately owned land has been constructed in compliance with all applicable laws and standards for a public right-of-way.

~~S.L. “Sandwich board signs” are temporary-advertising signs constructed of two boards or other flat-surfaced materials hinged or otherwise connected at one end (i.e., A-frame) which may not exceed six (6) 42 square feet per side and may not exceed four feet in height. Balloons, flags, festoons, pennants, and the like may not be attached to any sandwich board sign. Sandwich board signs must be placed on the ground; they cannot be elevated or suspended above the ground.~~

~~M. “Seasonal signs” means reasonable seasonal decorations of a noncommercial nature within an appropriate holiday season or during a festival as long as such seasonal signs are removed promptly at the end of the holiday season or festival.~~

T.N. “Sign area” means the entire area of a sign on which copy is placed, excluding the sign’s structure, architectural embellishments, and framework. Sign area is calculated by measuring the perimeter enclosing the extreme limits of the sign face containing copy; provided however, for letters or symbols painted or mounted directly on walls and awnings, sign area shall be calculated by measuring the smallest single rectangle which will enclose the combined letters and symbols. If a design or pattern is combined with a sign, only that part of the design or pattern which cannot be distinguished from the sign will be considered as part of the sign area. Sign area for freestanding signs and signs contained entirely within a cabinet and mounted on a wall, roof or monument shall be calculated by measuring the entire area of the cabinet. When calculating sign square footage, the measurement of a

sign's dimension shall be only with respect to its physical dimensions and not include the distance it hangs from the ground or the size of its supports.

U.O. "Sign height" means the vertical distance, from the average level of the undisturbed soil at the base of the sign, measured to the highest point of the sign.

V.P. "Signs" are any visible communication device, structure or fixture, stationary or mobile, including supporting and component parts, designed to announce, declare, demonstrate, display, or otherwise identify, advertise, or attract the attention of the public which are visible from any right-of-way, using graphics, letters, figures, symbols, trademarks, pennants, moving or fluttering devices, including balloons, or written copy. Flags, pPainted wall designs, or patterns which do not represent a product, commodity, service or registered trademark, and which do not identify the user, are not signs. Official notices and informational materials erected and maintained in the discharge of a governmental function are not considered signs for the purposes of this chapter. When calculating sign square footage, the measurement of a sign's dimension shall be only with respect to its physical dimensions and not include the distance it hangs from the ground or the size of its supports. A memorial plaque or tablet, or cornerstones indicating the name of a building and date of construction, when cut or carved into any masonry surface or when made of bronze or other incombustible material and made an integral part of the building or structure are not considered signs for purposes of this chapter.

Q. "Special event signs" are signs advertising the occurrence of a community event such as a school bazaar, fundraising car wash, community picnic, etc. There are no size limitations on special event signs. Yard sale signs are not special event signs.

W.R. "Street light banner" is a sign that is made of nonrigid material secured in a rigid frame on all four corners which is placed upon or attached to a street light pole or utility pole in a manner that does not create a traffic or other safety hazard.

X. "Temporary signs" means a sign that is not permanently affixed and that is designed for or capable of being moved, except those signs explicitly designed for people to carry on their persons or that are permanently affixed to motor vehicles. Temporary signs include, but are not limited to, sandwich board signs, lawn signs, and similar signs.

Y. "Wall sign" means a sign applied with paint or similar substance on the surface of a wall, a sign attached essentially parallel to and extending not more than 12 inches from the wall of a building, or a sign attached to a roof gable of a building.

S. "Yard sale signs" are any signs which may not exceed six square feet on each of two sides of a temporary nature advertising a garage or yard sale of personal belongings. Home occupations permitted by this title may not utilize yard sale signs to advertise, promote or sell their goods or services.

Z. "Window signs" mean all signs located inside and affixed to a window and intended to be viewed from the exterior of the structure.

\*Code reviser's note: Section 2 of Ord. 935 provides as follows: "Sections 18.52.020(R), 18.52.070(K) and 18.52.070(L) shall be repealed effective midnight, December 31, 2007."

#### **18.52.030 Prohibited ~~Illegal~~ signs and removal.**

A. General prohibition. Any sign not expressly provided for in this chapter shall be prohibited illegal. All prohibited illegal signs must be removed by the person or entity placing them or by the person, business or entity benefited by the prohibited illegal sign. Said persons or entities are also subject to enforcement proceedings under LFPMC 18.52.100. However, The city of Lake Forest Park may remove any prohibited illegal sign within the right of way its jurisdiction. Signs so removed may be released to the sign owner or other responsible person upon payment of a \$25.00 removal fee. Removed signs which are unclaimed after 30 days may be destroyed by the city. Removal of a prohibited illegal sign by the city does not relieve the person responsible for paying accrued fines under LFPMC 18.52.100.~~therefor.~~

B. Specific prohibitions. Unless otherwise provided for in this chapter, no person shall erect, alter, maintain, or relocate any of the following signs in the City:

1. Any animated sign as defined in LFPMP 18.52.020.
2. Any electronic video signs as defined in LFPMP 18.52.020.
3. Any signs that emit smoke, visible particles, odors, and/or sound, except that sound from speakers in signs on the premises of a drive-through facility shall be allowed.
4. Any sign that is dangerous or confusing to motorists and pedestrians, including any sign that by its color, wording, design, location, or illumination resembles or conflicts with any official traffic control device or that otherwise impedes the safe and efficient flow of traffic.
5. No sign may impede free ingress and egress from any sidewalk, pedestrian walkway, door, window, or exit way required by building and fire regulations.
6. Portable signs on wheels (trailer signs) and outdoor electric portable signs.
7. Signs within public property, public easements or structures, including, but not limited to, medians, roundabouts, sidewalks, utility poles and cabinets, street light poles, traffic poles and signals, and street trees, except as allowed pursuant to LFPMP 18.52.080.
8. Signs placed on or painted on a motor vehicle or trailer parked with the primary purpose of serving as a sign not otherwise allowed by this chapter.
9. Signs erected, constructed, or structurally altered that are required to have a permit for such action and that were erected, constructed, or altered without obtaining a permit for such action.
10. Off-premises signs.

#### **18.52.040 Exemptions from permitting.**

A. The following signs and sign related activities are exempt from obtaining a permit pursuant to LFPMP 18.52.090, except as set forth in LFPMP 18.52.050, and except for signs in the right of way, exempt from regulation:

1. Changes to the copy of changeable message signs, provided such changes do not change the material or appearance of the sign as originally permitted by the city.
2. The normal repair and maintenance of conforming or legal nonconforming signs.
3. Temporary signs with a sign area no greater than three square feet in area per side and no more than four feet in height that remain on the premises for less than 90 days in a one-year period.
4. Any sign on a vehicle, unless such vehicle sign is prohibited pursuant to LFPMP 18.52.030.

A. Incidental signs and noncommercial identity signs; provided, that noncommercial identity signs which identify the city or its public parks may be placed in the public right of way.

B. Political signs in all zones except public rights of way; provided, that all political signs must be removed within five days of the election in which the political candidate or public issue or ballot issue is decided; and provided further, that political signs advertising or promoting a political party must be removed within five days after each general election.

C. Seasonal signs.

~~D. Construction signs; provided, that there may not be more than one construction sign on each public right of way upon which the project fronts and not more than two construction signs in total; and provided further, that no construction sign shall exceed 12 square feet in area per side and not more than six feet in height. All construction signs must be removed within one day of initial occupancy or one day of completion of the project; whichever is the last to occur.~~

~~E. Land use action notice signs.~~

~~F. Exterior and interior signs or displays not intended to be visible from streets or public rights of way, signs in the interior of a building not facing a window, window displays and point of purchase advertising displays such as vending machines.~~

~~G. Sculptures, fountains, benches, lighting, mosaics, landscaping and other street furniture which do not incorporate advertising or identification.~~

~~H. Poles erected for the purpose of displaying patriotic flags and such flags.~~

~~I. Real estate and open house signs on private property; provided, that there may not be more than one real estate sign and one open house sign on each public right of way upon which the property fronts and not more than two real estate signs and two open house signs on such property in total; and provided further, that no real estate sign or open house sign shall exceed six square feet in area per side and not more than six feet in height in RM and RS zones and 16 square feet in area per side and not more than six feet in height in CC, BN and TC zones; and provided further, that all real estate signs must be removed within five days of the property being closed, leased or rented, as the case may be, and all open house signs must be removed by 7:00 p.m. of the last day that the property is being shown.~~

~~J. Traffic and pedestrian signs and signals, signs required by law, street and governmental directional signs, official public notices and governmental flags. Other than as set forth, signs of governmental agencies and facilities, including the city of Lake Forest Park, shall comply with this chapter.~~

~~K. Service, fraternal, religious and similar organizations located in the city may erect signs at their cost at the entrances to the city as follows: there shall be one standard jointly shared by all such subject organizations no higher than 10 feet that shall carry all the signs for each subject organization at each principal arterial entrance, and each subject organization's sign, emblem or symbol shall be no more than two square feet per side in sign area. Placement of such standards must be approved in advance by the city's engineer and by the planning director.~~

#### **18.52.045 Temporary signs.**

The following provisions apply to all temporary signs displayed within the City, unless otherwise provided in this chapter:

A. Temporary signs must be placed totally within the site/property pursuant to the requirements of this chapter, except when allowed to be placed within the right-of-way under LFPMP 18.52.080.

B. Temporary signs may be made of any durable material, provided that the temporary sign otherwise conforms to the requirements of this chapter. A temporary sign may be of rigid or nonrigid construction.

C. Except as otherwise provided for in this chapter, temporary signs are prohibited from being in the following places:

1. On a roof of a building or structure,
2. On fences,
3. Any location so as to physically obstruct any door or exit from a building,

4. Any location so as to be hazardous to a motorist's or pedestrian's ingress and egress from buildings or parking areas.

5. In the sight-distance triangle, or in any other area which may obstruct the vision of motorists to create a safety hazard.

D Temporary signs shall not be directly or indirectly illuminated.

E. Temporary signs driven into the ground shall be clear of tree roots, irrigation lines and other underground structures that could be damaged.

F. Signs pertaining to an event, occasion, or similar occurrence with a beginning and/or ending date shall be removed within ten (10) calendar days after the ending date.

#### **18.52.050 Signs in RM and RS zones.**

In all Residential-multifamily and Residential single-family zones, the following sign regulations apply.

A. All residences shall display the postal address of that property. The display may be lighted but not flashing and shall be clearly visible from the public right-of-way. If the display is to be placed upon the residence, the numbers must be no less than four inches in height and of a contrasting color to the residence.

B. Temporary signs are allowed that meet the following criteria:

1. Signs no greater than three (3) square feet in area per side and no more than four (4) feet in height may remain on the premises indefinitely; there may be no more than five (5) such signs displayed on the premises at one time.

2. Signs larger than allowed in the preceding paragraph, but no greater than six (6) square feet in area per side and not more than four (4) feet in height may remain displayed on the premises for no more than thirty (30) calendar days in any (1) one- year period; and there may be no more than (1) one sign of this size on the premises at any one time.

~~B. Yard sale signs on private property; provided, that yard sale signs may only be erected one day prior to the first day of the sale and must be removed within 24 hours of the end of the last day of the sale; and provided further, that yard sale signs to be held on any property may not be posted for more than a total of six days per month.~~

C. No home occupation otherwise permitted by this title may erect or post any sign advertising or promoting that home occupation.

D. The following additional signs are permitted in the RM and RS zoned properties zones for nonresidential uses:

1. One exterior sign, lighted or unlighted, ~~nonflashing~~, on the ~~outside wall of the~~ main building, which shall ~~be flat against the wall and~~ have an area of not greater than forty (40) square feet.

2. ~~One A-monument, pole, or pedestal detached~~ sign, lighted or unlighted, ~~nonflashing~~, having an area not greater than thirty (30) square feet per side and a sign height of not more than six (6) feet on which both faces may be utilized. Such signs must be securely mounted on the ground on which they rest. On corner lots, one such sign may be placed facing each street.

3. One changing message sign that is included within one sign allowed by subsection D.1 or D.2 above.

~~E. Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities and a single flag identifying the project or owner), and off premises signs are prohibited; provided, that such fluttering~~

~~signs are permitted on temporary incidental signs in RM and RS zones identifying noncommercial events such as private picnics, birthdays and the like.~~

~~F. Churches are permitted to attach readerboard signs to their outside walls and to place sandwichboard type signs on their property on days of service.~~

~~G. For any zone, the city shall determine the square footage of a sign that is painted on or attached directly to a wall, roof, monument, or support column by its sign area as defined herein. Where a sign is limited to square feet, on one or both sides, square footage shall be determined by sign area.~~

#### **18.52.060 Signs permitted in CC and BN zones.**

In Neighborhood Business (BN) and Corridor Commercial (CC) zones, the following sign regulations apply.

A. In BN zones, two ~~single faced or one double faced~~ exterior signs ~~are is~~ permitted, not to exceed a total of sixty (60) square feet per sign side, attached to the building wall and advertising the business conducted therein, or the goods and services available therein.

B. In the CC zone, for each street or parking lot on which a business fronts, ~~one exterior a single faced~~ sign ~~on the exterior wall, gable or awning fronting of~~ for that business is permitted. If the exterior sign is on the exterior wall, its size must be the lesser of: (1) 150 square feet per side; or (2) the greater of that amount in square footage which is a factor of eight tenths (0.8) of that business' linear street or parking lot frontage or 75 square feet per side; provided, that stand-alone buildings in the CC zone are entitled to signs of not more than 75 square feet per side irrespective of linear frontage; and provided further, that businesses which occupy in excess of 20,000 square feet of space may have a single exterior sign of not more than 250 square feet per side on each street or parking lot frontage. If the exterior sign is on a gable or awning, its size must be less than 40 square feet. Signage entitlements under the foregoing sentence for any frontage may not be counted for entitlement on any other frontage. Businesses that share space must share signage entitlements under this provision.

C. In both CC and BN zones, one monument sign, pole sign or pedestal sign freestanding, single-faced or one double-faced sign not exceeding thirty (30) square feet in area per side and a sign height not exceeding twenty (20) feet is permitted, securely fastened to the ground.

D. In both CC and BN zones, one changing message sign is permitted that is included within one sign allowed by subsections A. and C. above.

E. In both CC and BN zones, ~~one temporary sandwich board~~ signs may be placed on the business' property that meet the following criteria: advertising special sale commodities or services and displayed only when the advertised business is open for business.

1. Size shall not exceed six square feet in area per side and not more than four feet in height;
2. Signs shall remain displayed on the premises for no more than 60 calendar days in a one-year period; and
3. No more than two such signs shall be displayed on the premises at any one time.

F. In both CC and BN zones, signs of any kind in windows viewable from any ~~public~~ right-of-way may not cover more than 50 percent of the window area ~~except for celebration displays.~~

~~G. For automobile service stations, a single freestanding fuel price and fuel brand identification sign, which may be lighted but nonflashing, securely anchored to the ground. Additional advertising of car wash services and other fuels sold may be added to the fuel price and fuel brand identification sign but no other message or device may be attached to the fuel price and fuel brand identification sign.~~



~~G.H.~~ All signs permitted by this section shall ~~be nonflashing, with no movement or simulated movement, except for changing message signs, and shall be located as not to produce glare on neighboring residential properties or interfere with traffic, traffic signals or traffic signs.~~

~~I.~~ Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities and a single flag identifying the project or owner) of a permanent nature are prohibited. However, in CC zones, ~~celebration displays are permitted for periods of no more than 14 consecutive days and a total of four times a year. Celebration displays must be used at the site of the business and must be removed at the end of the event or 14 consecutive day period, whichever is shorter.~~

~~J.~~ Off-premises signs are prohibited.

#### 18.52.070 Signs permitted in TC zones.

The ~~planned shopping center in the~~ TC zone is a unique and visible community resource ~~and structure~~. It is the city's desire that signs in the ~~planned shopping center in the~~ TC zone be aesthetically pleasing, architecturally cohesive ~~with the planned shopping center in the TC zone and with signs of other tenants in the planned shopping center in the TC zone~~, of superior construction, safe for both pedestrian and vehicular traffic and commercially reasonable.

A. In the TC zone, for each street or parking lot on which a business fronts, ~~one exterior a single-faced sign on the exterior wall, gable or awning~~ fronting ~~of~~ that business is permitted. If the exterior sign is on the exterior wall, its size must be the less of (1) 150 square feet per side or (2) the greater of that amount in square footage which is a factor of eight tenths (0.8) of that business' linear street or parking lot frontage or 75 square feet per side; provided, that stand-alone buildings in the TC are entitled to signs of not more than 75 square feet per side irrespective of linear frontage; and provided further, that businesses which occupy in excess of 20,000 square feet of space may have a single exterior sign or not more than 250 square feet per side on each street or parking lot frontage. If the exterior sign is on a gable or awning, its size must be less than 40 square feet. Signage entitlements under the foregoing sentence for any frontage may not be counted for entitlement on any other frontage. Businesses that share space must share signage entitlements under this provision.

B. For businesses that do not front on either a right-of-way or parking lot, one exterior sign per such business shall be allowed. If the exterior sign is on an exterior wall, its size must be seventy-five (75) square feet or less. If the exterior sign is on a gable or awning, its size must be less than forty (40) square feet.

~~C.B.~~ Each business in the TC zone may have nonilluminated projecting signs hanging from the soffits but each such sign must provide a minimum of seven feet of clearance from the underlying walkway to the bottom of the sign and no such sign may exceed five square feet per side.

~~D.C.~~ Each business in the TC zone may have a nonilluminated awning on which may be placed signs for that business so long as the total area of those signs does not exceed 45 percent of the facing of the awning.

~~E.D.~~ Signs of any kind in windows viewable from any public right-of-way may not cover more than 50 percent of the window area ~~except for celebration displays~~.

F.E. A ~~planned~~ shopping center in the TC zone may display up to two freestanding ground signs, not in excess of 25 square feet in area per side, identifying the name of the shopping center but not the businesses located therein at Northeast 175th and Ballinger Way Northeast, plus one nonilluminated freestanding ground sign at or near Northeast 175th and Ballinger Way Northeast, not to exceed a sign height of 10 feet and 60 square feet in area per side identifying the businesses located therein, plus a single illuminated or nonilluminated freestanding sign at the main entrance off Bothell Way Northeast, not to exceed a sign height of 30 feet and not more than 300 square feet in area per side, which may include identities of one or more of the businesses located in the shopping center. Any nonilluminated sign permitted in this subsection may, notwithstanding the foregoing, be illuminated by one or more separate light(s) cast on it from the ground below. The ground signs shall be of a style, material and design as are compatible with the associated buildings. All ground signs and support elements are to be integrated into a single design.

~~G.F.~~ Entrances to buildings ~~in the planned shopping center~~ in the TC zone may have a changing message readerboard-signs placed on the walls adjacent to the entrance wall or support columns not to exceed 13.5 square feet identifying only the businesses in that building. Such changing message Readerboard-signs shall be limited to two per major public entrance.

H. Temporary signs that meet the following criteria are allowed on the premises:

1. A sign does not exceed six square feet in area per side and is not more than four feet in height;
2. Signs remain displayed on the premises for no more than 60 days in any one-year period;
3. Signs shall only be displayed during the hours the business is open to the general public, but in any event no earlier than dawn and no later than dusk;
4. One temporary sign is allowed per business at each vehicular entrance to the lot on which it is located, or if located in a shopping center, at each vehicular entrance to the shopping center;
5. One temporary sign is allowed per business at each pedestrian entrance adjacent to the right-of-way for the lot on which the business is located; or if located in a shopping center, at each pedestrian entrance adjacent to the right-of-way for the shopping center;
6. If the number of signs at a vehicular or pedestrian entrance is impeding free movement or causing a safety issue, the City may remove the problematic sign(s) without prior notice to the business owner.

~~G.~~ For automobile service stations, a single freestanding fuel price and fuel brand identification sign, which may be lighted but nonflashing, securely anchored to the ground. Additional advertising of car wash services and other fuels sold may be added to the fuel price and fuel brand identification sign but no other message or device may be attached to the fuel price and fuel brand identification sign.

~~L.H.~~ All signs permitted by this section shall be ~~nonflashing, with no movement or simulated movement, except for changing message signs, and shall be~~ located as not to produce glare on neighboring residential properties ~~or interfere with traffic, traffic signals or traffic signs.~~

~~I.~~ Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities of a permanent nature) are prohibited. However, celebration displays are permitted for periods of no more than 14 consecutive days and a total of four times a year. Celebration displays must be used at the site of the shopping center and must be removed at the end of the event or 14 consecutive day period, whichever is shorter.

~~J.~~ Off-premises signs are prohibited.

~~K.~~ Temporary sandwich board signs relating to a farmer's market may be permitted for a period not to exceed the operation of the farmer's market, subject to the following requirements:

1. Signs shall only be displayed during the hours the farmer's market is open to the general public, but in any event no earlier than 8:00 a.m. or later than 7:00 p.m. on the day of the market;
2. A maximum of two signs are allowed at each vehicular entrance of the town center zone, not to exceed a total of seven; and one sign is allowed at the pedestrian entrance at the perimeter of the parking lot adjacent to Bothell Way Northeast and Ballinger Way Northeast;
3. Signs shall not be directly or indirectly illuminated;
4. Signs may not block sidewalks or driveways, impede pedestrian or vehicular traffic, or create a hazard to traffic, such as, but not limited to, impeding visibility of oncoming traffic.

~~J.L.~~ Streetlight banners may be permitted upon the private light poles within the TC town center zone. Such streetlight banners ~~may not be used to advertise individual businesses, but may be used year-round to highlight~~

~~seasonal events such a farmer's market, holiday seasons or other special events within the town center zone are~~ subject to compliance with the following requirements:

1. Banners may be mounted on a total of 25 streetlight poles;
2. Two banners may be mounted on each pole and each banner must not exceed the dimensions of two feet by four feet;
3. All banners must be the same size, thematically consistent, and mounted in identical configurations;
4. Banners shall be installed with the bottom of the banner a minimum of 10 feet above the ground;
5. A banner permit may remain valid as long as the locations and the specifications of the banners and the mounting systems do not change, and so long as the banners are maintained in good condition;
6. Application requirements for a banner permit include:
  - a. Information on the design and construction of the mounting system including any engineering calculations demonstrating the mounting system will support the banner;
  - b. Identification of the location of the private light poles on which the banners will be placed; and
  - c. A schedule that indicates when banners will be installed and changed, ~~which gives preference to farmers' market banners during the farmers' market season.~~

#### **18.52.075 Signs in Southern Gateway zones.**

- A. Signs in the Southern Gateway – Single-Family Residential (SG-SFR) zone are governed by this chapter and specifically LFPMC 18.52.050 for RM and RS zones.
- B. Signs in the Southern Gateway-Corridor (SG-C) zone and Transition (SG-T) zone are governed by this chapter and specifically LFPMC 18.52.070 for the TC zone, as well as the Southern Gateway- corridor and transition zones design guidelines. In the event of a conflict, the design guidelines shall govern.

#### **18.52.080 Signs in the public right-of-way.**

A. ~~The following signs are permitted i~~In the public right-of-way ~~in Lake Forest Park upon making application for a permit to the planning director; provided, that no sign in a public right of way shall create a traffic or other safety hazard; and temporary signs are permitted~~ upon meeting the following conditions:

1. Signs shall not be placed in medians, traffic islands, roundabouts, or other areas within the roadway;
2. Signs shall not be placed on a sidewalk or obstruct pedestrian or wheelchair access to the sidewalk;
3. For rights-of-way that only have a shoulder and do not have a sidewalk, signs must be placed so that they do not interfere with pedestrian, wheelchair, and bicycle access, or in any other manner that is unsafe for all users;
4. Signs shall be placed entirely outside the site distance triangle of a right-of-way corner, curb cut, or drive entrance, and where no curb exists, the sign must be placed outside the roadway at least five (5) feet from the edge of the roadway;
5. Signs shall remain unanchored in any way to trees or to public property including, but not limited to, utility or light poles, utility boxes, street signs, parking meters, fences, pavement, or similar;

6. No more than six (6) signs may be displayed city-wide in the right-of-way for the same event, occasion, or purpose, or by the same entity, at any one time;

7. A sign exempt from permitting by section 18.040 LFPMC because it is no greater than three (3) square feet in area per side and no more than four (4) feet in height shall be displayed for thirty (30) days or less in any one-year period, unless a permit is obtained;

8. A sign allowed by permit may not exceed six (6) square feet in area per side and not more than four (4) feet in height, and shall be displayed for sixty days (60) or less in any one-year period.

1. Special Event Signs. A maximum of four special event signs may be posted for a maximum of seven days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Special event signs must be removed within 24 hours of the termination of the special event.

B. The following signs are permitted in the public right of way in Lake Forest Park without a permit being required:

1. Yard Sale Signs. A maximum of two yard sale signs may be posted for a maximum of two days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Yard sale signs shall be removed within 24 hours of the termination of the yard sale.

2. Real Estate Open House Signs. A maximum of four open house signs per property advertised for a period not to exceed two consecutive days in a calendar month. Such open house signs shall be placed at least three feet from the traveled portion of the right of way, shall not be placed on an island, median strip or sidewalk, and shall not create a hazard to traffic. Open house signs shall be permitted to be in place only between the hours of 8:00 a.m. and 7:00 p.m.

3. Political Signs. Political signs; provided, that all political signs must be removed within five days of the election in which the political candidate or public issue or ballot issue is decided.

4. Churches may place sandwich type signs concerning their service on sidewalks on the days of their service.

C. Signs shall not be located in the right of way or placed upon or in any way attached to any street or traffic control sign or utility pole in such a manner as to create a traffic or other safety hazard.

B.D. Signs are not permitted on other city-owned property or property leased by the city for public purposes such as public parks, trails, open space, or other public space, except those signs placed by the City, which signs shall only display noncommercial copy without the permission of the city.

### **18.52.090 Permit application and fees.**

A. Except as provided in this chapter, no person shall erect, alter, or relocate any sign without first receiving an approved sign permit from the City pursuant to the requirements herein. All applications for issuance of permits required by this chapter shall be made to the Community Development Department planning director on forms furnished for that purpose and shall be accompanied by the required fee. The applicable fee shall be as provided in the city's fee schedule. ~~The application shall include the applicant's full name, address, signature, location of the signs, types of goods proposed to be sold if applicable, duration of sale if applicable, together with such other information as the planning director deems appropriate.~~

B. The review and approval of sign permits is a ministerial administrative decision pursuant to Chapter 16.26 LFPMC, as amended.

#### C. Application Form.

1. Owner permission. If the applicant is not the property owner, then the property owner must be identified and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission of the sign permit application and for the installation/posting of the sign on the property owner's property.

2. Building Elevation/Site Plan. Signs proposed to be mounted on a building require a building elevation drawn to scale that specifies the location of the sign and drawings or photographs that show the scale of the sign in context with the building. Freestanding signs require a site plan indicating the proposed sign location as it relates to property lines, adjacent streets, and adjacent buildings.

3. Scaled Design Drawing. A colored rendering or scaled drawing is required, including dimensions of all sign faces, and descriptions of materials to be used, including color samples.

4. Scaled Installation Drawing. A scaled drawing is required that includes the sign description, proposed materials, size, weight, a manner of construction, and method of attachment, including all hardware necessary for proper sign installation.

5. Lighting. A drawing indicating the location and fixture type of all exterior lighting, if any, for the proposed sign is required. The drawing shall specify wattage and bulb type to ensure compatibility with the lighting standards in this chapter.

6. Expiration of Permit. A permanent sign approved under a permanent sign permit must be installed within 180 days of issuance of the permit or the sign permit will expire. No sign may be erected if a sign permit has expired.

#### **18.52.100    EnforcementViolations.**

~~A. A violation of LFPMP 18.52.080 shall be an infraction subject to a fine of \$100.00 a day or portion thereof.~~

~~A.B.~~ A violation of any ~~other~~ section of this chapter shall be a civil infraction subject to a fine of \$25.00 a day or portion thereof, and subject to code enforcement pursuant to Chapter 1.25 LFPMP.

## Attachment 2- Chapter 18.52

### SIGNAGE

Sections:

- 18.52.010 Purpose.
- 18.52.020 Definitions.
- 18.52.030 Illegal signs and removal.
- 18.52.040 Exemptions.
- 18.52.050 Signs in RM and RS zones.
- 18.52.060 Signs permitted in CC and BN zones.
- 18.52.070 Signs permitted in TC zones.
- 18.52.080 Signs in the public right-of-way.
- 18.52.090 Permit application and fees.
- 18.52.100 Violations.

#### **18.52.010 Purpose.**

The purpose of this chapter is to provide regulation of all signage in Lake Forest Park in order to promote and protect the public health, welfare and safety, to protect and promote property values, to protect and promote an aesthetically pleasing physical appearance of the city, to provide for more open space, to protect and promote an attractive business climate in the city and to provide uniformity of appearance in signage and in regulation of signage where appropriate. It is further intended to reduce sign and advertising obstructions and distractions that may contribute to traffic accidents, to reduce visual clutter and to curb the deterioration of natural beauty and community environment. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 773 § 3, 1999)

#### **18.52.020 Definitions.\***

For purposes of this chapter, the definitions of words and terms shall be as provided in this title, this chapter and as defined in the International Building Code, current edition, as adopted by the state of Washington.

A. “Celebration displays” are temporary signs, banners, posters, fluttering devices, balloons, and pennants used solely for the purpose of announcing the opening of a new business, celebration of business anniversaries or announcing major sales. No balloon may exceed three cubic feet. No celebration shall commence prior to the start of the celebration. The notice shall specify the first and last days of the celebration.

B. “Changing message signs” are signs in which a change of message is made by means of moving or digitally changing letters or numbers or combinations thereof, such as clocks and electronic signs indicating time, date and temperature. No messages other than date, time and/or temperature are permitted on changing message signs.

C. “Construction signs” are nonilluminated signs which identify the architects, engineers, planners, contractors or other professional individuals or firms involved with a construction or remodel project or which announce the character or purpose of a project but which do not advertise any product.

D. “Freestanding sign” means a sign standing directly on the ground or having one or more supports standing directly on the ground, and being detached from any building or fence.

E. “Incidental signs” are signs of a noncommercial nature, without advertising, intended primarily for the convenience of the public, that do not exceed a maximum area of two square feet. Incidental signs include:

1. Nonflashing signs designating street addresses, restrooms, hours of operation, entrances and exits to buildings and parking lots, help wanted signs, bus stop and bus route signs, public telephones and the like;
2. Property control signs such as “no trespassing” signs, “no soliciting” signs, towing signs, “no dumping” signs and the like;
3. Plaques, tablets or inscriptions of an historical character which are an integral part of a building or are attached flat to the face of a building, walkway or street;

4. Newspaper boxes attached to mailbox posts which include the name of the newspaper; and
5. Temporary signs in RM and RS zones identifying noncommercial events such as private picnics, birthdays and the like.

A maximum of two incidental signs per business can include the names and/or logo of the business. Political signs and commercial signs such as yard sale signs, real estate signs and the like are subject to the specific provisions of this chapter relating to them.

F. “Land use notice action signs” are signs notifying the public of proposed site alterations and which are required to be posted.

G. “Noncommercial identity signs” are signs which identify the city, parks, public utility or service districts, places of worship, schools, community recreational clubs and areas and residential communities within the city or provide public service, location or educational information. Identity signs may not be directly illuminated but may have indirect illumination on them. A noncommercial identity sign may not exceed 32 square feet per side or have balloons, flags, festoons, pennants or the like attached. Such signs must be placed upon the property which they identify except as provided in LFPMP 18.52.040(A).

H. “Off-premises signs” are any sign, such as a billboard, which displays a message which is not incidental to the current use of the property on which it is located.

I. “Open house signs” are signs of an A-frame or sandwich-type construction, which may include a real estate company’s name and logo and the words “open house” and having a directional symbol, not exceeding six square feet in size.

J. “Political signs” are signs which advertise or promote a political candidate(s) for public elective office, promote a political party, or promote a position on a public issue or ballot issue. A sign which advertises or promotes a negative position of a political candidate, political party or public issue or ballot issue is a political sign.

K. “Real estate signs” are temporary signs not to exceed six square feet per side, which may be one- or two-sided, advertising the real estate upon which it is located, or a portion thereof, for sale, lease or rent.

L. “Sandwich board signs” are advertising signs constructed of two boards or other flat-surfaced materials hinged or otherwise connected at one end (i.e., A-frame) which may not exceed 12 square feet per side. Balloons, flags, festoons, pennants, and the like may not be attached to any sandwich board sign. Sandwich board signs must be placed on the ground; they cannot be elevated or suspended above the ground.

M. “Seasonal signs” means reasonable seasonal decorations of a noncommercial nature within an appropriate holiday season or during a festival as long as such seasonal signs are removed promptly at the end of the holiday season or festival.

N. “Sign area” for letters or symbols painted or mounted directly on walls and awnings shall be calculated by measuring the smallest single rectangle which will enclose the combined letters and symbols. Sign area for freestanding signs and signs contained entirely within a cabinet and mounted on a wall, roof or monument shall be calculated by measuring the entire area of the cabinet. When calculating sign square footage, the measurement of a sign’s dimension shall be only with respect to its physical dimensions and not include the distance it hangs from the ground or the size of its supports.

O. “Sign height” means the vertical distance, from the average level of the undisturbed soil at the base of the sign, measured to the highest point of the sign.

P. “Signs” are any visible communication device, structure or fixture, stationary or mobile, including supporting and component parts, which are visible from any right-of-way, using graphics, letters, figures, symbols, trademarks, pennants, moving or fluttering devices, including balloons, or written copy. Painted wall designs or patterns which do not represent a product, commodity, service or registered trademark, and which do not identify the user, are not signs. Official notices and informational materials erected and maintained in the discharge of a governmental function are not considered signs for the purposes of this chapter. When calculating sign square footage, the

measurement of a sign's dimension shall be only with respect to its physical dimensions and not include the distance it hangs from the ground or the size of its supports.

Q. "Special event signs" are signs advertising the occurrence of a community event such as a school bazaar, fundraising car wash, community picnic, etc. There are no size limitations on special event signs. Yard sale signs are not special event signs.

R. "Street light banner" is a sign that is made of nonrigid material secured in a rigid frame on all four corners which is placed upon or attached to a street light pole or utility pole in a manner that does not create a traffic or other safety hazard.

S. "Yard sale signs" are any signs which may not exceed six square feet on each of two sides of a temporary nature advertising a garage or yard sale of personal belongings. Home occupations permitted by this title may not utilize yard sale signs to advertise, promote or sell their goods or services. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 810 § 1, 2000; Ord. 773 § 3, 1999)

\*Code reviser's note: Section 2 of Ord. 935 provides as follows: "Sections 18.52.020(R), 18.52.070(K) and 18.52.070(L) shall be repealed effective midnight, December 31, 2007."

#### **18.52.030 Illegal signs and removal.**

Any sign not expressly provided for in this chapter shall be illegal. All illegal signs must be removed by the person placing them or by the person, business or entity benefited by the illegal sign. However, the city of Lake Forest Park may remove any illegal sign within its jurisdiction. Signs so removed may be released to the sign owner or other responsible person upon payment of a \$25.00 removal fee. Removed signs which are unclaimed after 30 days may be destroyed by the city. Removal of an illegal sign by the city does not relieve the person responsible for paying accrued fines therefor. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 773 § 3, 1999)

#### **18.52.040 Exemptions.**

The following signs are, except as set forth in LFPMC 18.52.050, and except for signs in the right-of-way, exempt from regulation:

A. Incidental signs and noncommercial identity signs; provided, that noncommercial identity signs which identify the city or its public parks may be placed in the public right-of-way.

B. Political signs in all zones except public rights-of-way; provided, that all political signs must be removed within five days of the election in which the political candidate or public issue or ballot issue is decided; and provided further, that political signs advertising or promoting a political party must be removed within five days after each general election.

C. Seasonal signs.

D. Construction signs; provided, that there may not be more than one construction sign on each public right-of-way upon which the project fronts and not more than two construction signs in total; and provided further, that no construction sign shall exceed 12 square feet in area per side and not more than six feet in height. All construction signs must be removed within one day of initial occupancy or one day of completion of the project; whichever is the last to occur.

E. Land use action notice signs.

F. Exterior and interior signs or displays not intended to be visible from streets or public rights-of-way, signs in the interior of a building not facing a window, window displays and point of purchase advertising displays such as vending machines.

G. Sculptures, fountains, benches, lighting, mosaics, landscaping and other street furniture which do not incorporate advertising or identification.

H. Poles erected for the purpose of displaying patriotic flags and such flags.



I. Real estate and open house signs on private property; provided, that there may not be more than one real estate sign and one open house sign on each public right-of-way upon which the property fronts and not more than two real estate signs and two open house signs on such property in total; and provided further, that no real estate sign or open house sign shall exceed six square feet in area per side and not more than six feet in height in RM and RS zones and 16 square feet in area per side and not more than six feet in height in CC, BN and TC zones; and provided further, that all real estate signs must be removed within five days of the property being closed, leased or rented, as the case may be, and all open house signs must be removed by 7:00 p.m. of the last day that the property is being shown.

J. Traffic and pedestrian signs and signals, signs required by law, street and governmental directional signs, official public notices and governmental flags. Other than as set forth, signs of governmental agencies and facilities, including the city of Lake Forest Park, shall comply with this chapter.

K. Service, fraternal, religious and similar organizations located in the city may erect signs at their cost at the entrances to the city as follows: there shall be one standard jointly shared by all such subject organizations no higher than 10 feet that shall carry all the signs for each subject organization at each principal arterial entrance, and each subject organization's sign, emblem or symbol shall be no more than two square feet per side in sign area. Placement of such standards must be approved in advance by the city's engineer and by the planning director. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 810 § 2, 2000; Ord. 773 § 3, 1999)

**18.52.050 Signs in RM and RS zones.**

A. All residences shall display the postal address of that property. The display may be lighted but not flashing and shall be clearly visible from the public right-of-way. If the display is to be placed upon the residence, the numbers must be no less than four inches in height and of a contrasting color to the residence.

B. Yard sale signs on private property; provided, that yard sale signs may only be erected one day prior to the first day of the sale and must be removed within 24 hours of the end of the last day of the sale; and provided further, that yard sale signs to be held on any property may not be posted for more than a total of six days per month.

C. No home occupation otherwise permitted by this title may erect or post any sign advertising or promoting that home occupation.

D. The following additional signs are permitted in RM zoned properties:

1. One sign, lighted or unlighted, nonflashing, on the outside wall of the main building, which shall be flat against the wall and have an area of not greater than 40 square feet.
2. A detached sign, lighted or unlighted, nonflashing, having an area not greater than 30 square feet per side and a sign height of not more than six feet on which both faces may be utilized. Such signs must be securely mounted on the ground on which they rest. On corner lots, one such sign may be placed facing each street.

E. Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities and a single flag identifying the project or owner), and off-premises signs are prohibited; provided, that such fluttering signs are permitted on temporary incidental signs in RM and RS zones identifying noncommercial events such as private picnics, birthdays and the like.

F. Churches are permitted to attach readerboard signs to their outside walls and to place sandwichboard-type signs on their property on days of service.

G. For any zone, the city shall determine the square footage of a sign that is painted on or attached directly to a wall, roof, monument, or support column by its sign area as defined herein. Where a sign is limited to square feet, on one or both sides, square footage shall be determined by sign area. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 773 § 3, 1999)

**18.52.060 Signs permitted in CC and BN zones.**

A. In BN zones, two single-faced or one double-faced sign is permitted, not to exceed a total of 60 square feet per side, attached to the building wall and advertising the business conducted therein, or the goods and services available therein.

B. In the CC zone, for each street or parking lot on which a business fronts, a single-faced sign on the exterior wall, gable or awning fronting of that business is permitted. If the exterior sign is on the exterior wall, its size must be the lesser of: (1) 150 square feet per side; or (2) the greater of that amount in square footage which is a factor of eight tenths (0.8) of that business' linear street or parking lot frontage or 75 square feet per side; provided, that stand-alone buildings in the CC zone are entitled to signs of not more than 75 square feet per side irrespective of linear frontage; and provided further, that businesses which occupy in excess of 20,000 square feet of space may have a single exterior sign of not more than 250 square feet per side on each street or parking lot frontage. If the exterior sign is on a gable or awning, its size must be less than 40 square feet. Signage entitlements under the foregoing sentence for any frontage may not be counted for entitlement on any other frontage. Businesses that share space must share signage entitlements under this provision.

C. In both CC and BN zones, one freestanding, single-faced or one double-faced sign not exceeding 30 square feet in area per side and a sign height not exceeding 20 feet, securely fastened to the ground.

D. In both CC and BN zones, one changing message.

E. In both CC and BN zones, one sandwich board sign may be placed on the business' property advertising special sale commodities or services and displayed only when the advertised business is open for business.

F. In both CC and BN zones, signs of any kind in windows viewable from any public right-of-way may not cover more than 50 percent of the window area except for celebration displays.

G. For automobile service stations, a single freestanding fuel price and fuel brand identification sign, which may be lighted but nonflashing, securely anchored to the ground. Additional advertising of car wash services and other fuels sold may be added to the fuel price and fuel brand identification sign but no other message or device may be attached to the fuel price and fuel brand identification sign.

H. All signs permitted by this section shall be nonflashing, with no movement or simulated movement, except for changing message signs, and shall be located as not to produce glare on neighboring residential properties or interfere with traffic, traffic signals or traffic signs.

I. Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities and a single flag identifying the project or owner) of a permanent nature are prohibited. However, in CC zones, celebration displays are permitted for periods of no more than 14 consecutive days and a total of four times a year. Celebration displays must be used at the site of the business and must be removed at the end of the event or 14-consecutive-day period, whichever is shorter.

J. Off-premises signs are prohibited. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 810 § 3, 2000; Ord. 773 § 3, 1999)

#### **18.52.070 Signs permitted in TC zones.**

The planned shopping center in the TC zone is a unique and visible community resource and structure. It is the city's desire that signs in the planned shopping center in the TC zone be aesthetically pleasing, architecturally cohesive with the planned shopping center in the TC zone and with signs of other tenants in the planned shopping center in the TC zone, of superior construction, safe for both pedestrian and vehicular traffic and commercially reasonable.

A. In the TC zone, for each street or parking lot on which a business fronts, a single-faced sign on the exterior wall, gable or awning fronting of that business is permitted. If the exterior sign is on the exterior wall, its size must be the less of (1) 150 square feet per side or (2) the greater of that amount in square footage which is a factor of eight tenths (0.8) of that business' linear street or parking lot frontage or 75 square feet per side; provided, that stand-alone buildings in the TC are entitled to signs of not more than 75 square feet per side irrespective of linear frontage; and provided further, that businesses which occupy in excess of 20,000 square feet of space may have a single exterior sign or not more than 250 square feet per side on each street or parking lot frontage. If the exterior sign is on a gable or awning, its size must be less than 40 square feet. Signage entitlements under the foregoing sentence for any frontage may not be counted for entitlement on any other frontage. Businesses that share space must share signage entitlements under this provision.

B. Each business in the TC zone may have nonilluminated projecting signs hanging from the soffits but each such sign must provide a minimum of seven feet of clearance from the underlying walkway to the bottom of the sign and no such sign may exceed five square feet per side.

C. Each business in the TC zone may have a nonilluminated awning on which may be placed signs for that business so long as the total area of those signs does not exceed 45 percent of the facing of the awning.

D. Signs of any kind in windows viewable from any public right-of-way may not cover more than 50 percent of the window area except for celebration displays.

E. A planned shopping center in the TC zone may display up to two freestanding ground signs, not in excess of 25 square feet in area per side, identifying the name of the shopping center but not the businesses located therein at Northeast 175th and Ballinger Way Northeast, plus one nonilluminated freestanding ground sign at or near Northeast 175th and Ballinger Way Northeast, not to exceed a sign height of 10 feet and 60 square feet in area per side identifying the businesses located therein, plus a single illuminated or nonilluminated freestanding sign at the main entrance off Bothell Way Northeast, not to exceed a sign height of 30 feet and not more than 300 square feet in area per side, which may include identities of one or more of the businesses located in the shopping center. Any nonilluminated sign permitted in this subsection may, notwithstanding the foregoing, be illuminated by one or more separate light(s) cast on it from the ground below. The ground signs shall be of a style, material and design as are compatible with the associated buildings. All ground signs and support elements are to be integrated into a single design.

F. Entrances to buildings in the planned shopping center in the TC zone may have readerboard signs placed on the walls adjacent to the entrance wall or support columns not to exceed 13.5 square feet identifying only the businesses in that building. Readerboard signs shall be limited to two per major public entrance.

G. For automobile service stations, a single freestanding fuel price and fuel brand identification sign, which may be lighted but nonflashing, securely anchored to the ground. Additional advertising of car wash services and other fuels sold may be added to the fuel price and fuel brand identification sign but no other message or device may be attached to the fuel price and fuel brand identification sign.

H. All signs permitted by this section shall be nonflashing, with no movement or simulated movement, except for changing message signs, and shall be located as not to produce glare on neighboring residential properties or interfere with traffic, traffic signals or traffic signs.

I. Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities of a permanent nature) are prohibited. However, celebration displays are permitted for periods of no more than 14 consecutive days and a total of four times a year. Celebration displays must be used at the site of the shopping center and must be removed at the end of the event or 14-consecutive-day period, whichever is shorter.

J. Off-premises signs are prohibited.

K. Temporary sandwich board signs relating to a farmer's market may be permitted for a period not to exceed the operation of the farmer's market, subject to the following requirements:

1. Signs shall only be displayed during the hours the farmer's market is open to the general public, but in any event no earlier than 8:00 a.m. or later than 7:00 p.m. on the day of the market;
2. A maximum of two signs are allowed at each vehicular entrance of the town center zone, not to exceed a total of seven; and one sign is allowed at the pedestrian entrance at the perimeter of the parking lot adjacent to Bothell Way Northeast and Ballinger Way Northeast;
3. Signs shall not be directly or indirectly illuminated;
4. Signs may not block sidewalks or driveways, impede pedestrian or vehicular traffic, or create a hazard to traffic, such as, but not limited to, impeding visibility of oncoming traffic.

L. Streetlight banners may be permitted upon the private light poles within the town center zone. Such streetlight banners may not be used to advertise individual businesses, but may be used year- round to highlight seasonal events such a farmer's market, holiday seasons or other special events within the town center zone subject to compliance with the following requirements:

1. Banners may be mounted on a total of 25 streetlight poles;
2. Two banners may be mounted on each pole and each banner must not exceed the dimensions of two feet by four feet;
3. All banners must be the same size, thematically consistent, and mounted in identical configurations;
4. Banners shall be installed with the bottom of the banner a minimum of 10 feet above the ground;
5. A banner permit may remain valid as long as the locations and the specifications of the banners and the mounting systems do not change, and so long as the banners are maintained in good condition;
6. Application requirements for a banner permit include:
  - a. Information on the design and construction of the mounting system including any engineering calculations demonstrating the mounting system will support the banner;
  - b. Identification of the location of the private light poles on which the banners will be placed; and
  - c. A schedule that indicates when banners will be installed and changed, which gives preference to farmers' market banners during the farmers' market season. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 810 § 4, 2000; Ord. 773 § 3, 1999)

**18.52.080 Signs in the public right-of-way.**

A. The following signs are permitted in the public right-of-way in Lake Forest Park upon making application for a permit to the planning director; provided, that no sign in a public right-of-way shall create a traffic or other safety hazard; and upon the following conditions:

1. Special Event Signs. A maximum of four special event signs may be posted for a maximum of seven days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Special event signs must be removed within 24 hours of the termination of the special event.

B. The following signs are permitted in the public right-of-way in Lake Forest Park without a permit being required:

1. Yard Sale Signs. A maximum of two yard sale signs may be posted for a maximum of two days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Yard sale signs shall be removed within 24 hours of the termination of the yard sale.
2. Real Estate Open House Signs. A maximum of four open house signs per property advertised for a period not to exceed two consecutive days in a calendar month. Such open house signs shall be placed at least three feet from the traveled portion of the right-of-way, shall not be placed on an island, median strip or sidewalk, and shall not create a hazard to traffic. Open house signs shall be permitted to be in place only between the hours of 8:00 a.m. and 7:00 p.m.
3. Political Signs. Political signs; provided, that all political signs must be removed within five days of the election in which the political candidate or public issue or ballot issue is decided.
4. Churches may place sandwich-type signs concerning their service on sidewalks on the days of their service.

C. Signs shall not be located in the right-of-way or placed upon or in any way attached to any street or traffic control sign or utility pole in such a manner as to create a traffic or other safety hazard.

D. Signs are not permitted on city-owned property or property leased by the city for public purposes without the permission of the city. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 916, 2004; Ord. 905 § 1, 2004; Ord. 877 § 1, 2002; Ord. 810 § 5, 2000; Ord. 773 § 3, 1999)

**18.52.090 Permit application and fees.**

All applications for issuance of permits required by this chapter shall be made to the planning director on forms furnished for that purpose and shall be accompanied by the required fee. The applicable fee shall be as provided in the city's fee schedule. The application shall include the applicant's full name, address, signature, location of the signs, types of goods proposed to be sold if applicable, duration of sale if applicable, together with such other information as the planning director deems appropriate. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005; Ord. 905 § 1, 2004; Ord. 773 § 3, 1999)

**18.52.100 Violations.**

A. A violation of LFPMP 18.52.080 shall be an infraction subject to a fine of \$100.00 a day or portion thereof.

B. A violation of any other section of this chapter shall be an infraction subject to a fine of \$25.00 a day or portion thereof. (Ord. 935 § 1, 2005; Ord. 923 § 1, 2005)

ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, AMENDING CHAPTER 18.52 OF THE LAKE FOREST PARK MUNICIPAL CODE, SIGNAGE, TO BRING THE SIGN CODE INTO COMPLIANCE WITH RECENT LEGAL DECISIONS; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

**WHEREAS**, the City of Lake Forest Park ("City") has enacted sign regulations in order to promote and protect the public health, welfare and safety; to protect and promote property values; to protect and promote an aesthetically pleasing physical appearance of the City; to provide for more open space; to protect and promote an attractive business climate in the City; to provide uniformity of appearance in signage where appropriate; to reduce sign and advertising obstructions and distractions that may contribute to traffic accidents; to reduce visual clutter; and to curb the deterioration of natural beauty and community environment; and

**WHEREAS**, the U.S. Supreme Court in the 2015 decision *Reed v. Gilbert* held that a local government's sign code that treats various categories of signs differently based on the information they convey violates the First Amendment of the U.S. Constitution; and

**WHEREAS**, the Court's decision in *Reed* as well as subsequent lower courts' interpretations of the decision have prompted most local governments to review their sign codes and amend content-based regulations in their sign codes; and

**WHEREAS**, staff and the Planning Commission reviewed the City's existing sign regulations in Chapter 18.52 of the Lake Forest Park Municipal Code (LFPMC) to identify how best to respond to *Reed* and lower court decisions; and

**WHEREAS**, the Planning Commission received input from the community and held public meetings to consider possible amendments to Chapter 18.52 LFPMC on \_\_\_\_\_ of 2022; and

**WHEREAS**, an Environmental Checklist for a non-project action was prepared under the State Environmental Policy Act, Chapter 43.21C RCW, pursuant to Chapter 197-11 WAC, and a Determination of Non-Significance ("DNS") was issued on \_\_\_\_\_, 2024; and

**WHEREAS**, in accordance with the requirements set forth in RCW 36.70A.106, the City provided the Washington State Department of Commerce notice of the City's

intent to adopt the proposed amendments on \_\_\_\_\_, and received notice that the Department had granted expedited review on \_\_\_\_\_; and

**WHEREAS**, the City Council held public meetings to review amendments to Chapter 18.52 LFPMC on \_\_\_\_\_, 2023, and \_\_\_\_\_, 2024; and

**WHEREAS**, the City Council held a public hearing on \_\_\_\_\_, 2024, regarding the proposed ordinance.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE FOREST PARK, WASHINGTON, DO ORDAIN AS FOLLOWS:**

Section 1. AMENDMENT. The City Council of the City of Lake Forest Park hereby amends section 18.52.020 LFPMC, Definitions, as follows:

**18.52.020 Definitions.**

For purposes of this chapter, the definitions of words and terms shall be as provided in this title, this chapter and as defined in the International Building Code, current edition, as adopted by the state of Washington.

~~A. "Celebration displays" are temporary signs, banners, posters, fluttering devices, balloons, and pennants used solely for the purpose of announcing the opening of a new business, celebration of business anniversaries or announcing major sales. No balloon may exceed three cubic feet. No celebration shall commence prior to the start of the celebration. The notice shall specify the first and last days of the celebration.~~

~~A.B. "Animated sign" means any sign, or any portion of the sign, affected by the movement of air or other atmospheric or mechanical means, or that uses natural or artificial changes of lighting, to depict action or create a special effect or scene. Animated signs include, but are not limited to, flashing signs, inflatable signs, rotating signs, pennants, streamers, balloons, searchlights, spinners, and propellers.~~

~~B. "Awning or canopy sign" means a nonelectric sign that is printed on, painted on, or attached to the vertical surface or flap of an awning or canopy.~~

~~C. "Banner" means a sign composed of flexible material, such as fabric, pliable plastic, or other similar nonrigid material, with no enclosing framework or electrical components and that is supported or anchored on two or more edges or at all four corners, or along either one edge or two corners with weights installed that reduce the reaction of the sign to wind.~~

~~D.B. "Changing message signs" are signs in which a change of message is made by means of moving or digitally changing monochromatic letters, or numbers, or a combinations thereof. Moving or digitally changing the letters or numbers does not make the sign an "animated sign", such as clocks and electronic signs indicating time, date and temperature. No messages other than date, time and/or temperature are permitted on changing message signs.~~

~~E.G.~~ "Construction signs" are nonilluminated signs which identify the architects, engineers, planners, contractors or other professional individuals or firms involved with a construction or remodel project or which announce the character or purpose of a project but which do not advertise any product.

~~F.~~ "Copy" means the graphic content of a sign surface, including, but not limited to, graphics, letters, numbers, figures, symbols, and trademarks.

~~G.~~ "Exterior signs" means a wall sign, an awning sign or marquee sign, all of which have copy showing on only one side of the sign.

~~H.~~ "Electronic video signs" are signs that contain electronic video displays similar to or otherwise depicting a television screen.

~~I.D.~~ "Freestanding sign" means a sign standing directly on the ground or having one or more supports standing directly on the ground, and being detached from any building or fence.

~~J.~~ "Illuminated sign" means a sign with an artificial light source incorporated internally or externally for illuminating the sign.

~~E.~~ "Incidental signs" are signs of a noncommercial nature, without advertising, intended primarily for the convenience of the public, that do not exceed a maximum area of two square feet. Incidental signs include:

- ~~1. Nonflashing signs designating street addresses, restrooms, hours of operation, entrances and exits to buildings and parking lots, help wanted signs, bus stop and bus route signs, public telephones and the like;~~
- ~~2. Property control signs such as "no trespassing" signs, "no soliciting" signs, towing signs, "no dumping" signs and the like;~~
- ~~3. Plaques, tablets or inscriptions of an historical character which are an integral part of a building or are attached flat to the face of a building, walkway or street;~~
- ~~4. Newspaper boxes attached to mailbox posts which include the name of the newspaper; and~~
- ~~5. Temporary signs in RM and RS zones identifying noncommercial events such as private picnics, birthdays and the like.~~

~~A maximum of two incidental signs per business can include the names and/or logo of the business. Political signs and commercial signs such as yard sale signs, real estate signs and the like are subject to the specific provisions of this chapter relating to them.~~

~~K.F.~~ "Land use notice action signs" are signs notifying the public of proposed site alterations and which are required to be posted.



L. "Lawn sign" means a freestanding sign made of lightweight materials such as cardboard or vinyl that is supported by a frame, pole, or other support structure placed directly in the ground without foundation or other anchors.

M. "Marquee sign" means any sign attached to or supported by a marquee, which is a permanent roof-like projecting structure attached to a building.

N. "Monument sign" means a freestanding sign having the appearance of a solid base that is 100 percent or greater of the sign face width, made of landscape construction materials such as brick, stucco, stonework, textured wood, tile, or textured concrete, which are harmonious with the materials of the primary structure on the subject property.

~~G. "Noncommercial identity signs" are signs which identify the city, parks, public utility or service districts, places of worship, schools, community recreational clubs and areas and residential communities within the city or provide public service, location or educational information. Identity signs may not be directly illuminated but may have indirect illumination on them. A noncommercial identity sign may not exceed 32 square feet per side or have balloons, flags, festoons, pennants or the like attached. Such signs must be placed upon the property which they identify except as provided in LFPMP 48.52.040(A).~~

~~O.H.~~ "Off-premises signs" are any permanent sign, such as a billboard, pedestal, pole, monument, or marquee sign which displays a message which is not incidental to the current use of the property on which it is located.

~~I. "Open house signs" are signs of an A-frame or sandwich-type construction, which may include a real estate company's name and logo and the words "open house" and having a directional symbol, not exceeding six square feet in size.~~

P. "Pedestal sign" means freestanding signs supported permanently upon the ground by one or more solid bases, which base or bases shall be of a width equal to or greater than 50 percent of the sign width.

Q. "Pole or pylon signs" means freestanding signs supported permanently upon the ground by one or more solid bases, which base or bases are less than 50 percent of the sign width.

~~J. "Political signs" are signs which advertise or promote a political candidate(s) for public elective office, promote a political party, or promote a position on a public issue or ballot issue. A sign which advertises or promotes a negative position of a political candidate, political party or public issue or ballot issue is a political sign.~~

~~K. "Real estate signs" are temporary signs not to exceed six square feet per side, which may be one or two-sided, advertising the real estate upon which it is located, or a portion thereof, for sale, lease or rent.~~

R. "Right-of-way" means land owned, dedicated, or conveyed to the public and used primarily for the movement of vehicles, wheelchair, and pedestrian traffic, and land

privately owned and used primarily for the movement of vehicles, wheelchair, and pedestrian traffic, so long as such privately owned land has been constructed in compliance with all applicable laws and standards for a public right-of-way.

S.L. “Sandwich board signs” are ~~temporary-advertising~~ signs constructed of two boards or other flat-surfaced materials hinged or otherwise connected at one end (i.e., A-frame) which may not exceed six (6) 12 square feet per side and may not exceed four feet in height. Balloons, flags, festoons, pennants, and the like may not be attached to any sandwich board sign. Sandwich board signs must be placed on the ground; they cannot be elevated or suspended above the ground.

M. “Seasonal signs” means ~~reasonable seasonal decorations of a noncommercial nature within an appropriate holiday season or during a festival as long as such seasonal signs are removed promptly at the end of the holiday season or festival.~~

T.N. “Sign area” means the entire area of a sign on which copy is placed, excluding the sign’s structure, architectural embellishments, and framework. Sign area is calculated by measuring the perimeter enclosing the extreme limits of the sign face containing copy; provided however, for letters or symbols painted or mounted directly on walls and awnings, sign area shall be calculated by measuring the smallest single rectangle which will enclose the combined letters and symbols. If a design or pattern is combined with a sign, only that part of the design or pattern which cannot be distinguished from the sign will be considered as part of the sign area. Sign area for freestanding signs and signs contained entirely within a cabinet and mounted on a wall, roof or monument shall be calculated by measuring the entire area of the cabinet. When calculating sign square footage, the measurement of a sign’s dimension shall be only with respect to its physical dimensions and not include the distance it hangs from the ground or the size of its supports.

U.Q. “Sign height” means the vertical distance, from the average level of the undisturbed soil at the base of the sign, measured to the highest point of the sign.

V.P. “Signs” are any visible communication device, structure or fixture, stationary or mobile, including supporting and component parts, designed to announce, declare, demonstrate, display, or otherwise identify, advertise, or attract the attention of the public which are visible from any right-of-way, using graphics, letters, figures, symbols, trademarks, pennants, moving or fluttering devices, including balloons, or written copy. Flags, pPainted wall designs, or patterns which do not represent a product, commodity, service or registered trademark, and which do not identify the user, are not signs. Official notices and informational materials erected and maintained in the discharge of a governmental function are not considered signs for the purposes of this chapter. ~~When calculating sign square footage, the measurement of a sign’s dimension shall be only with respect to its physical dimensions and not include the distance it hangs from the ground or the size of its supports. A memorial plaque or tablet, or cornerstones indicating the name of a building and date of construction, when cut or carved into any masonry surface or when made of bronze or other incombustible material and made an integral part of the building or structure are not considered signs for purposes of this chapter.~~

~~Q. "Special event signs" are signs advertising the occurrence of a community event such as a school bazaar, fundraising car wash, community picnic, etc. There are no size limitations on special event signs. Yard sale signs are not special event signs.~~

~~W.R. "Street light banner" is a sign that is made of nonrigid material secured in a rigid frame on all four corners which is placed upon or attached to a street light pole or utility pole in a manner that does not create a traffic or other safety hazard.~~

~~X. "Temporary signs" means a sign that is not permanently affixed and that is designed for or capable of being moved, except those signs explicitly designed for people to carry on their persons or that are permanently affixed to motor vehicles. Temporary signs include, but are not limited to, sandwich board signs, lawn signs, and similar signs.~~

~~Y. "Wall sign" means a sign applied with paint or similar substance on the surface of a wall, a sign attached essentially parallel to and extending not more than 12 inches from the wall of a building, or a sign attached to a roof gable of a building.~~

~~S. "Yard sale signs" are any signs which may not exceed six square feet on each of two sides of a temporary nature advertising a garage or yard sale of personal belongings. Home occupations permitted by this title may not utilize yard sale signs to advertise, promote or sell their goods or services.~~

~~Z. "Window signs" mean all signs located inside and affixed to a window and intended to be viewed from the exterior of the structure.~~

Section 2. AMENDMENT. The City Council of the City of Lake Forest Park hereby amends section 18.52.030 LFPMC, Illegal signs and removal, as follows:

#### 18.52.030 ~~Prohibited illegal~~ signs and removal.

~~A. General prohibition.~~ Any sign not expressly provided for in this chapter shall be ~~prohibited illegal~~. All ~~prohibited illegal~~ signs must be removed by the person ~~or entity~~ placing them or by the person, business or entity benefited by the ~~prohibited illegal~~ sign. ~~Said persons or entities are also subject to enforcement proceedings under LFPMC 18.52.100. However,~~ The city of Lake Forest Park may remove any ~~prohibited illegal~~ sign within ~~the right of way its jurisdiction~~. Signs so removed may be released to the sign owner or other responsible person upon payment of a \$25.00 removal fee. Removed signs which are unclaimed after 30 days may be destroyed by the city. Removal of an ~~prohibited illegal~~ sign by the city does not relieve the person responsible for paying accrued fines ~~under LFPMC 18.52.100, therefor.~~

**Commented [KA1]:** Discussion by Council re renters displaying signs. This reference to "owner" would not affect renters.

~~B. Specific prohibitions. Unless otherwise provided for in this chapter, no person shall erect, alter, maintain, or relocate any of the following signs in the City:~~

- ~~1. Any animated sign as defined in LFPMC 18.52.020.~~
- ~~2. Any electronic video signs as defined in LFPMC 18.52.020.~~

3. Any signs that emit smoke, visible particles, odors, and/or sound, except that sound from speakers in signs on the premises of a drive-through facility shall be allowed.

4. Any sign that is dangerous or confusing to motorists and pedestrians, including any sign that by its color, wording, design, location, or illumination resembles or conflicts with any official traffic control device or that otherwise impedes the safe and efficient flow of traffic.

5. No sign may impede free ingress and egress from any sidewalk, pedestrian walkway, door, window, or exit way required by building and fire regulations.

6. Portable signs on wheels (trailer signs) and outdoor electric portable signs.

7. Signs within public property, public easements or structures, including, but not limited to, medians, roundabouts, sidewalks, utility poles and cabinets, street light poles, traffic poles and signals, and street trees, except as allowed pursuant to LFPMC 18.52.080.

8. Signs placed on or painted on a motor vehicle or trailer parked with the primary purpose of serving as a sign not otherwise allowed by this chapter.

9. Signs erected, constructed, or structurally altered that are required to have a permit for such action and that were erected, constructed, or altered without obtaining a permit for such action.

10. Off-premises signs.

Section 3. AMENDMENT. The City Council of the City of Lake Forest Park hereby amends section 18.52.040 LFPMC, Exemptions, as follows:

**18.52.040 Exemptions from permitting.**

A. The following signs and sign related activities are exempt from obtaining a permit pursuant to LFPMC 18.52.090, except as set forth in LFPMC 18.52.050, and except for signs in the right-of-way, exempt from regulation:

1. Changes to the copy of changeable message signs, provided such changes do not change the material or appearance of the sign as originally permitted by the city.

2. The normal repair and maintenance of conforming or legal nonconforming signs.

3. Temporary signs with a sign area no greater than three square feet in area per side and no more than four feet in height that remain on the premises for less than 90 days in a one-year period.

4. Any sign on a vehicle, unless such vehicle sign is prohibited pursuant to LFPMC 18.52.030.

~~A. Incidental signs and noncommercial identity signs; provided, that noncommercial identity signs which identify the city or its public parks may be placed in the public right-of-way.~~

~~B. Political signs in all zones except public rights of way; provided, that all political signs must be removed within five days of the election in which the political candidate or public issue or ballot issue is decided; and provided further, that political signs advertising or promoting a political party must be removed within five days after each general election.~~

~~C. Seasonal signs.~~

~~D. Construction signs; provided, that there may not be more than one construction sign on each public right of way upon which the project fronts and not more than two construction signs in total; and provided further, that no construction sign shall exceed 12 square feet in area per side and not more than six feet in height. All construction signs must be removed within one day of initial occupancy or one day of completion of the project; whichever is the last to occur.~~

~~E. Land use action notice signs.~~

~~F. Exterior and interior signs or displays not intended to be visible from streets or public rights of way, signs in the interior of a building not facing a window, window displays and point of purchase advertising displays such as vending machines.~~

~~G. Sculptures, fountains, benches, lighting, mosaics, landscaping and other street furniture which do not incorporate advertising or identification.~~

~~H. Poles erected for the purpose of displaying patriotic flags and such flags.~~

~~I. Real estate and open house signs on private property; provided, that there may not be more than one real estate sign and one open house sign on each public right-of-way upon which the property fronts and not more than two real estate signs and two open house signs on such property in total; and provided further, that no real estate sign or open house sign shall exceed six square feet in area per side and not more than six feet in height in RM and RS zones and 16 square feet in area per side and not more than six feet in height in CC, BN and TC zones; and provided further, that all real estate signs must be removed within five days of the property being closed, leased or rented, as the case may be, and all open house signs must be removed by 7:00 p.m. of the last day that the property is being shown.~~

~~J. Traffic and pedestrian signs and signals, signs required by law, street and governmental directional signs, official public notices and governmental flags. Other than as set forth, signs of governmental agencies and facilities, including the city of Lake Forest Park, shall comply with this chapter.~~

~~K. Service, fraternal, religious and similar organizations located in the city may erect signs at their cost at the entrances to the city as follows: there shall be one standard jointly shared by all such subject organizations no higher than 10 feet that shall carry all~~

~~the signs for each subject organization at each principal arterial entrance, and each subject organization's sign, emblem or symbol shall be no more than two square feet per side in sign area. Placement of such standards must be approved in advance by the city's engineer and by the planning director.~~

Section 4. ADDITION. The City Council of the City of Lake Forest Park hereby add section 18.52.045 LFPMC, Temporary signs, as follows:

**18.52.045 Temporary signs.**

The following provisions apply to all temporary signs displayed within the City, unless otherwise provided in this chapter:

A. Temporary signs must be placed totally within the site/property pursuant to the requirements of this chapter, except when allowed to be placed within the right-of-way under LFPMC 18.52.080.

B. Temporary signs may be made of any durable material, provided that the temporary sign otherwise conforms to the requirements of this chapter. A temporary sign may be of rigid or nonrigid construction.

C. Except as otherwise provided for in this chapter, temporary signs are prohibited from being in the following places:

1. On a roof of a building or structure.
2. On fences.
3. Any location so as to physically obstruct any door or exit from a building.
4. Any location so as to be hazardous to a motorist's or pedestrian's ingress and egress from buildings or parking areas.
5. In the sight-distance triangle, or in any other area which may obstruct the vision of motorists to create a safety hazard.

D Temporary signs shall not be illuminated signs directly or indirectly illuminated.

E. Temporary signs driven into the ground shall be clear of tree roots, irrigation lines and other underground structures that could be damaged.

F. Signs pertaining to an event, occasion, or similar occurrence with a beginning and/or ending date shall be removed within ten (10) calendar days after the ending date.

Or

F. Signs pertaining to an event, occasion, or similar occurrence with a beginning and/or final end date shall be removed within ten (10) calendar days after the final end date.

**Commented [KA2]:** Deletion for Council consideration given discussion at 6/13 meeting.

**Commented [KA3]:** Edit for Council consideration given discussion at 6/13 meeting. Edit incorporates definition of illuminated signs (sign with artificial light source incorporated internally or externally for illuminating the sign).

**Commented [KA4]:** A ten day deadline is supported by the City's police powers to protect traffic safety and aesthetics.

**Commented [KA5]:** Revised language for Council consideration given discussion at 6/13 Council meeting. Subsection F could also be deleted from the 18.52.045 and added to 18.52.080 so it would only apply to signs in the ROW.

Section 5. AMENDMENT. The City Council of the City of Lake Forest Park hereby amends section 18.52.050 LFPMP, Signs in RM and RS zones, as follows:

**18.52.050 Signs in RM and RS zones.**

In all Residential-multifamily and Residential single-family zones, the following sign regulations apply.

A. All residences shall display the postal address of that property. The display may be lighted but not flashing and shall be clearly visible from the public right-of-way. If the display is to be placed upon the residence, the numbers must be no less than four inches in height and of a contrasting color to the residence.

B. Temporary signs are allowed that meet the following criteria:

1. Signs no greater than three (3) square feet in area per side and no more than four (4) feet in height may remain on the premises indefinitely; there may be no more than five (5) such signs displayed on the premises at one time.
2. Signs larger than allowed in the preceding paragraph, but no greater than six (6) square feet in area per side and not more than four (4) feet in height may remain displayed on the premises for no more than thirty (30) calendar days in any (1) one-year period; and there may be no more than (1) one sign of this size on the premises at any one time.

~~B. Yard sale signs on private property; provided, that yard sale signs may only be erected one day prior to the first day of the sale and must be removed within 24 hours of the end of the last day of the sale; and provided further, that yard sale signs to be held on any property may not be posted for more than a total of six days per month.~~

C. No home occupation otherwise permitted by this title may erect or post any sign advertising or promoting that home occupation.

D. The following additional signs are permitted in the RM and RS zoned properties zones for nonresidential uses:

1. One exterior sign, lighted or unlighted, ~~nonflashing~~, on the ~~outside wall of the main building, which shall be flat against the wall and~~ have an area of not greater than forty (40) square feet.
2. ~~One A-monument, pole, or pedestal~~~~detached~~ sign, lighted or unlighted, ~~nonflashing~~, having an area not greater than thirty (30) square feet per side and a sign height of not more than six (6) feet on which both faces may be utilized. Such signs must be securely mounted on the ground on which they rest. On corner lots, one such sign may be placed facing each street.

3. One changing message sign that is included within one sign allowed by subsection D.1 or D.2 above.

**Commented [KA6]:** Discussion by Council re renters being able to display signs. 18.52.050 makes no distinction between renters and owners of residential property.

~~E. Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities and a single flag identifying the project or owner), and off-premises signs are prohibited; provided, that such fluttering signs are permitted on temporary incidental signs in RM and RS zones identifying noncommercial events such as private picnics, birthdays and the like.~~

~~F. Churches are permitted to attach readerboard signs to their outside walls and to place sandwichboard type signs on their property on days of service.~~

~~G. For any zone, the city shall determine the square footage of a sign that is painted on or attached directly to a wall, roof, monument, or support column by its sign area as defined herein. Where a sign is limited to square feet, on one or both sides, square footage shall be determined by sign area.~~

Section 6. AMENDMENT. The City Council of the City of Lake Forest Park hereby amends section 18.52.060 LFPMC, Signs permitted in CC and BN zones, as follows:

**18.52.060 Signs permitted in CC and BN zones.**

In Neighborhood Business (BN) and Corridor Commercial (CC) zones, the following sign regulations apply.

A. In BN zones, two ~~single-faced or one double-faced exterior~~ signs ~~are is~~ permitted, not to exceed a total of sixty (60) square feet per ~~sign- side, attached to the building wall and advertising the business conducted therein, or the goods and services available therein.~~

B. In the CC zone, for each street or parking lot on which a business fronts, one exterior ~~a single-faced~~ sign ~~on the exterior wall, gable or awning fronting of~~ for that business is permitted. If the exterior sign is on the exterior wall, its size must be the lesser of: (1) 150 square feet per side; or (2) the greater of that amount in square footage which is a factor of eight tenths (0.8) of that business' linear street or parking lot frontage or 75 square feet per side; provided, that stand-alone buildings in the CC zone are entitled to signs of not more than 75 square feet per side irrespective of linear frontage; and provided further, that businesses which occupy in excess of 20,000 square feet of space may have a single exterior sign of not more than 250 square feet per side on each street or parking lot frontage. If the exterior sign is on a gable or awning, its size must be less than 40 square feet. Signage entitlements under the foregoing sentence for any frontage may not be counted for entitlement on any other frontage. Businesses that share space must share signage entitlements under this provision.

C. In both CC and BN zones, one monument sign, pole sign or pedestal sign ~~freestanding~~, single-faced or one double-faced sign not exceeding thirty (30) square feet in area per side and a sign height not exceeding twenty (20) feet ~~is permitted; securely fastened to the ground.~~



D. In both CC and BN zones, one changing message ~~sign is permitted that is included within one sign allowed by subsections A. and C. above.~~

E. In both CC and BN zones, ~~one temporary sandwich board signs~~ may be placed on the business' property ~~that meet the following criteria: advertising special sale commodities or services and displayed only when the advertised business is open for business.~~

1. Size shall not exceed six square feet in area per side and not more than four feet in height;

2. Signs shall remain displayed on the premises for no more than 60 calendar days in a one-year period; and

3. No more than two such signs shall be displayed on the premises at any one time.

F. In both CC and BN zones, signs of any kind in windows viewable from any public right-of-way may not cover more than 50 percent of the window area ~~except for celebration displays.~~

~~G. For automobile service stations, a single freestanding fuel price and fuel brand identification sign, which may be lighted but nonflashing, securely anchored to the ground. Additional advertising of car wash services and other fuels sold may be added to the fuel price and fuel brand identification sign but no other message or device may be attached to the fuel price and fuel brand identification sign.~~

~~G.H.~~ All signs permitted by this section shall ~~be nonflashing, with no movement or simulated movement, except for changing message signs, and shall be located as not to produce glare on neighboring residential properties or interfere with traffic, traffic signals or traffic signs.~~

~~I. Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities and a single flag identifying the project or owner) of a permanent nature are prohibited. However, in CC zones, celebration displays are permitted for periods of no more than 14 consecutive days and a total of four times a year. Celebration displays must be used at the site of the business and must be removed at the end of the event or 14 consecutive day period, whichever is shorter.~~

~~J. Off-premises signs are prohibited.~~

Section 7. AMENDMENT. The City Council of the City of Lake Forest Park hereby amends section 18.52.070 LFPMP, Signs permitted in TC zones, as follows:

#### **18.52.070 Signs permitted in TC zones.**

The ~~planned shopping center in the~~ TC zone is a unique and visible community resource ~~and structure~~. It is the city's desire that signs in the ~~planned shopping center in the~~ TC zone be aesthetically pleasing, architecturally cohesive ~~with the planned shopping center in the TC zone and with signs of other tenants in the planned shopping~~

~~center in the TC zone~~, of superior construction, safe for both pedestrian and vehicular traffic and commercially reasonable.

A. In the TC zone, for each street or parking lot on which a business fronts, one exterior a single-faced sign on the exterior wall, gable or awning fronting ~~of~~ that business is permitted. If the exterior sign is on the exterior wall, its size must be the less of (1) 150 square feet per side or (2) the greater of that amount in square footage which is a factor of eight tenths (0.8) of that business' linear street or parking lot frontage or 75 square feet per side; provided, that stand-alone buildings in the TC are entitled to signs of not more than 75 square feet per side irrespective of linear frontage; and provided further, that businesses which occupy in excess of 20,000 square feet of space may have a single exterior sign or not more than 250 square feet per side on each street or parking lot frontage. If the exterior sign is on a gable or awning, its size must be less than 40 square feet. Signage entitlements under the foregoing sentence for any frontage may not be counted for entitlement on any other frontage. Businesses that share space must share signage entitlements under this provision.

B. For businesses that do not front on either a right-of-way or parking lot, one exterior sign per such business shall be allowed. If the exterior sign is on an exterior wall, its size must be seventy-five (75) square feet or less. If the exterior sign is on a gable or awning, its size must be less than forty (40) square feet.

C.B. Each business in the TC zone may have nonilluminated projecting signs hanging from the soffits but each such sign must provide a minimum of seven feet of clearance from the underlying walkway to the bottom of the sign and no such sign may exceed five square feet per side.

D.C. Each business in the TC zone may have a nonilluminated awning on which may be placed signs for that business so long as the total area of those signs does not exceed 45 percent of the facing of the awning.

E.D. Signs of any kind in windows viewable from any public right-of-way may not cover more than 50 percent of the window area ~~except for celebration displays.~~

F.E. A ~~planned~~ shopping center in the TC zone may display up to two freestanding ground signs, not in excess of 25 square feet in area per side, identifying the name of the shopping center but not the businesses located therein at Northeast 175th and Ballinger Way Northeast, plus one nonilluminated freestanding ground sign at or near Northeast 175th and Ballinger Way Northeast, not to exceed a sign height of 10 feet and 60 square feet in area per side identifying the businesses located therein, plus a single illuminated or nonilluminated freestanding sign at the main entrance off Bothell Way Northeast, not to exceed a sign height of 30 feet and not more than 300 square feet in area per side, which may include identities of one or more of the businesses located in the shopping center. Any nonilluminated sign permitted in this subsection may, notwithstanding the foregoing, be illuminated by one or more separate light(s) cast on it from the ground below. The ground signs shall be of a style, material and design as are compatible with the associated buildings. All ground signs and support elements are to be integrated into a single design.

~~G.F.~~ Entrances to buildings ~~in the planned shopping center~~ in the TC zone may have a changing message readerboard signs placed on the walls adjacent to the entrance wall or support columns not to exceed 13.5 square feet identifying only the businesses in that building. ~~Such changing message Readerboard~~ signs shall be limited to two per major public entrance.

H. Temporary signs that meet the following criteria are allowed on the premises:

1. A sign does not exceed six square feet in area per side and is not more than four feet in height;

2. Signs remain displayed on the premises for no more than 60 days in any one-year period;

3. Signs shall only be displayed during the hours the business is open to the general public, but in any event no earlier than dawn and no later than dusk;

4. One temporary sign is allowed per business at each vehicular entrance to the lot on which it is located, or if located in a shopping center, at each vehicular entrance to the shopping center;

5. One temporary sign is allowed per business at each pedestrian entrance adjacent to the right-of-way for the lot on which the business is located; or if located in a shopping center, at each pedestrian entrance adjacent to the right-of-way for the shopping center;

6. If the number of signs at a vehicular or pedestrian entrance is impeding free movement or causing a safety issue, the City may remove the problematic sign(s) without prior notice to the business owner.

~~G.~~ For automobile service stations, a single freestanding fuel price and fuel brand identification sign, which may be lighted but nonflashing, securely anchored to the ground. Additional advertising of car wash services and other fuels sold may be added to the fuel price and fuel brand identification sign but no other message or device may be attached to the fuel price and fuel brand identification sign.

~~I.H.~~ All signs permitted by this section shall be ~~nonflashing, with no movement or simulated movement, except for changing message signs, and shall be located as not to produce glare on neighboring residential properties or interfere with traffic, traffic signals or traffic signs.~~

~~I.~~ Fluttering signs, including balloons, festoons, pennants and flags (other than official flags of political entities of a permanent nature) are prohibited. However, celebration displays are permitted for periods of no more than 14 consecutive days and a total of four times a year. Celebration displays must be used at the site of the shopping center and must be removed at the end of the event or 14 consecutive day period, whichever is shorter.

~~J.~~ Off premises signs are prohibited.

~~K. Temporary sandwich board signs relating to a farmer's market may be permitted for a period not to exceed the operation of the farmer's market, subject to the following requirements:~~

- ~~1. Signs shall only be displayed during the hours the farmer's market is open to the general public, but in any event no earlier than 8:00 a.m. or later than 7:00 p.m. on the day of the market;~~
- ~~2. A maximum of two signs are allowed at each vehicular entrance of the town center zone, not to exceed a total of seven; and one sign is allowed at the pedestrian entrance at the perimeter of the parking lot adjacent to Bothell Way Northeast and Ballinger Way Northeast;~~
- ~~3. Signs shall not be directly or indirectly illuminated;~~
- ~~4. Signs may not block sidewalks or driveways, impede pedestrian or vehicular traffic, or create a hazard to traffic, such as, but not limited to, impeding visibility of oncoming traffic.~~

~~J.L.~~ Streetlight banners may be permitted upon the private light poles within the TC town center zone. Such streetlight banners ~~may not be used to advertise individual businesses, but may be used year-round to highlight seasonal events such as a farmer's market, holiday seasons or other special events within the town center zone~~ are subject to compliance with the following requirements:

1. Banners may be mounted on a total of 25 streetlight poles;
2. Two banners may be mounted on each pole and each banner must not exceed the dimensions of two feet by four feet;
3. All banners must be the same size, thematically consistent, and mounted in identical configurations;
4. Banners shall be installed with the bottom of the banner a minimum of 10 feet above the ground;
5. A banner permit may remain valid as long as the locations and the specifications of the banners and the mounting systems do not change, and so long as the banners are maintained in good condition;
6. Application requirements for a banner permit include:
  - a. Information on the design and construction of the mounting system including any engineering calculations demonstrating the mounting system will support the banner;
  - b. Identification of the location of the private light poles on which the banners will be placed; and

c. A schedule that indicates when banners will be installed and changed, ~~which gives preference to farmers' market banners during the farmers' market season.~~

Section 8. ADDITION. The City Council of the City of Lake Forest Park hereby adds section 18.52.075 LFPMC, Signs in Southern Gateway zones, as follows:

**18.52.075 Signs in Southern Gateway zones.**

- A. Signs in the Southern Gateway – Single-Family Residential (SG-SFR) zone are governed by this chapter and specifically LFPMC 18.52.050 for RM and RS zones.
- B. Signs in the Southern Gateway-Corridor (SG-C) zone and Transition (SG-T) zone are governed by this chapter and specifically LFPMC 18.52.070 for the TC zone, as well as the Southern Gateway- corridor and transition zones design guidelines. In the event of a conflict, the design guidelines shall govern.

Section 9. AMENDMENT. The City Council of the City of Lake Forest Park hereby amends section 18.52.080 LFPMC, Signs in the public right-of-way, as follows:

**18.52.080 Signs in the public right-of-way.**

A. ~~The following signs are permitted in~~ the public right-of-way ~~in Lake Forest Park upon making application for a permit to the planning director; provided, that no sign in a public right-of-way shall create a traffic or other safety hazard; and temporary signs are permitted upon meeting~~ the following conditions:

1. Signs shall not be placed in medians, traffic islands, roundabouts, or other areas within the roadway;
2. Signs shall not be placed on a sidewalk or obstruct pedestrian or wheelchair access to the sidewalk;
3. For rights-of-way that only have a shoulder and do not have a sidewalk, signs must be placed so that they do not interfere with pedestrian, wheelchair, and bicycle access, or in any other manner that is unsafe for all users;
4. Signs shall be placed entirely outside the site distance triangle of a right-of-way corner, curb cut, or drive entrance, and where no curb exists, the sign must be placed outside the portion of the roadway traveled by vehicles at least five (5) feet from the edge of the roadway;
5. Signs shall remain unanchored in any way to trees or to public property including, but not limited to, utility or light poles, utility boxes, street signs, parking meters, fences, pavement, or similar;
6. No more than six (6) signs may be displayed city-wide in the right-of-way for the same event, occasion, or purpose, or by the same entity, at any one time;

**Commented [KA7]:** Edit for Council consideration given discussion at 6/13 meeting. o

**Commented [KA8]:** Deletion for Council consideration based on discussion at 6/13/24 meeting.

7. A sign exempt from permitting by section 18.040 LFPMP because it is no greater than three (3) square feet in area per side and no more than four (4) feet in height shall be displayed for thirty (30) days or less in any one-year period, unless a permit is obtained;

8. A sign allowed by permit may not exceed six (6) square feet in area per side and not more than four (4) feet in height, and shall be displayed for sixty days (60) or less in any one-year period.

~~1. Special Event Signs. A maximum of four special event signs may be posted for a maximum of seven days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Special event signs must be removed within 24 hours of the termination of the special event.~~

~~B. The following signs are permitted in the public right-of-way in Lake Forest Park without a permit being required:~~

~~1. Yard Sale Signs. A maximum of two yard sale signs may be posted for a maximum of two days prior to the event's commencement and upon such other conditions as may be imposed by the planning director. Yard sale signs shall be removed within 24 hours of the termination of the yard sale.~~

~~2. Real Estate Open House Signs. A maximum of four open house signs per property advertised for a period not to exceed two consecutive days in a calendar month. Such open house signs shall be placed at least three feet from the traveled portion of the right-of-way, shall not be placed on an island, median strip or sidewalk, and shall not create a hazard to traffic. Open house signs shall be permitted to be in place only between the hours of 8:00 a.m. and 7:00 p.m.~~

~~3. Political Signs. Political signs; provided, that all political signs must be removed within five days of the election in which the political candidate or public issue or ballot issue is decided.~~

~~4. Churches may place sandwich type signs concerning their service on sidewalks on the days of their service.~~

~~C. Signs shall not be located in the right-of-way or placed upon or in any way attached to any street or traffic control sign or utility pole in such a manner as to create a traffic or other safety hazard.~~

~~B.D. Signs are not permitted on other city-owned property or property leased by the city for public purposes such as public parks, trails, open space, or other public space, except those signs placed by the City, which signs shall only display noncommercial copy without the permission of the city.~~

**Section 10. AMENDMENT.** The City Council of the City of Lake Forest Park hereby amends section 18.52.090, Permit application and fee, as follows:

**18.52.090 Permit application and fees.**

A. Except as provided in this chapter, no person shall erect, alter, or relocate any sign without first receiving an approved sign permit from the City pursuant to the requirements herein. All applications for issuance of permits required by this chapter shall be made to the Community Development Department planning director on forms furnished for that purpose and shall be accompanied by the required fee. The applicable fee shall be as provided in the city's fee schedule. ~~The application shall include the applicant's full name, address, signature, location of the signs, types of goods proposed to be sold if applicable, duration of sale if applicable, together with such other information as the planning director deems appropriate.~~

B. The review and approval of sign permits is a ministerial administrative decision pursuant to Chapter 16.26 LFPMP, as amended.

C. Application Form.

1. Owner permission. If the applicant is not the property owner, then the property owner must be identified and the application must include an affidavit from the property owner, verifying that the property owner has given permission to the applicant for the submission of the sign permit application and for the installation/posting of the sign on the property owner's property.

2. Building Elevation/Site Plan. Signs proposed to be mounted on a building require a building elevation drawn to scale that specifies the location of the sign and drawings or photographs that show the scale of the sign in context with the building. Freestanding signs require a site plan indicating the proposed sign location as it relates to property lines, adjacent streets, and adjacent buildings.

3. Scaled Design Drawing. A colored rendering or scaled drawing is required, including dimensions of all sign faces, and descriptions of materials to be used, including color samples.

4. Scaled Installation Drawing. A scaled drawing is required that includes the sign description, proposed materials, size, weight, a manner of construction, and method of attachment, including all hardware necessary for proper sign installation.

5. Lighting. A drawing indicating the location and fixture type of all exterior lighting, if any, for the proposed sign is required. The drawing shall specify wattage and bulb type to ensure compatibility with the lighting standards in this chapter.

6. Expiration of Permit. A permanent sign approved under a permanent sign permit must be installed within 180 days of issuance of the permit or the sign permit will expire. No sign may be erected if a sign permit has expired.

**Commented [KA9]:** Discussion by Council re ability of renters to display signs. If the sign requires a permit, the property owners permission is required on the application. The following signs would not require a permit under 18.52.040: 3. Temporary signs with a sign area no greater than three square feet in area per side and no more than four feet in height that remain on the premises for less than 90 days in a one-year period.  
4. Any sign on a vehicle, unless such vehicle sign is prohibited pursuant to LFPMP 18.52.030.

**Section 11. AMENDMENT.** The City Council of the City of Lake Forest Park hereby amends section 18.52.100, Violations, as follows:

**18.52.100    EnforcementViolations.**

~~A. A violation of LFPMC 18.52.080 shall be an infraction subject to a fine of \$100.00 a day or portion thereof.~~

~~A.B.~~ A violation of any ~~other~~ section of this chapter shall be a civil~~n~~ infraction subject to a fine of \$25.00 a day or portion thereof, and subject to code enforcement pursuant to Chapter 1.25 LFPMC.

Section 12. SEVERABILITY. Should any portion of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 13. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 14. EFFECTIVE DATE. This ordinance shall take effect five (5) days after passage and publication.

**APPROVED BY A MAJORITY** the Lake Forest Park City Council this XXX day of XXX, 2024.

APPROVED:

\_\_\_\_\_  
Tom French  
Mayor

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Matthew McLean  
City Clerk



APPROVED AS TO FORM:

\_\_\_\_\_  
Kim Adams Pratt  
City Attorney

Introduced:  
Adopted:  
Posted:  
Published:  
Effective:

DRAFT

**18.66.125 Nonconforming signs.\*****A. Definitions.**

1. "Illegal sign" means a sign which is not authorized by Chapter 18.52 LFPMC; or a sign which either was not authorized by city ordinance or which was not a nonconforming sign as of the date LFPMC Title 18 was adopted, or a sign which loses its nonconforming permit as provided in this section.
2. A "legal nonconforming sign" is a sign that on the date of its installation complied with all requirements of applicable laws and regulations, but that is not a legal sign under LFPMC Title 18.
3. "Sign owner" means the licensee of the business associated with the sign, or the owner of the sign, or the owner of the property on which the sign is located.

**B. Notification of Nonconformity or Illegality.**

1. The code administrator shall, as soon as practical, survey the city for signs which do not conform to the requirements of this code. Upon determination that a sign is nonconforming or illegal, the administrator shall use reasonable efforts to notify the sign owner, either personally or in writing, that:
  - a. The sign is nonconforming and that it is or is not eligible for a nonconforming sign permit; or
  - b. The sign is illegal.
2. If, after reasonable inquiry, the identity of the sign owner cannot be determined, the notice shall be affixed conspicuously on the sign or on the premises with which the sign is associated. A file shall be established in the department, and a copy of the notice and certification of posting shall be maintained for records.

**C. Nonconforming Sign Permit.** Any sign which, on the effective date of the ordinance codified in this code, does not conform with the provisions of this code, but which, on the day before the effective date of this code was a legal or nonconforming sign, may be granted a nonconforming sign permit upon proper application; provided, that temporary or special event signs shall not be permitted as nonconforming signs.

**D. Permit for Nonconforming Signs.**

1. A nonconforming sign permit is required for each nonconforming sign allowed. The permit shall be obtained by the sign owner within 60 days of notification by the city. Unless it terminates earlier as provided in this section, a permit shall expire at the end of the applicable amortization period prescribed herein.
2. Applications for a nonconforming sign permit shall contain the name and address of the sign owner, identification of the sign(s) to be permitted as nonconforming, the date of installation of the sign(s), and

such other pertinent information as the administrator may require to ensure compliance with this code. The application shall be accompanied by a fee as established by the city council from time to time.

3. Any sign owner who fails to apply for a nonconforming sign permit within the 60-day period of notification by the city shall within six months bring the sign into compliance with this code or have it removed.

E. Illegal Signs – Abatement. An illegal sign is declared to be a public nuisance and may be removed as provided in RCW 47.42.080 as follows:

1. Any sign erected or maintained contrary to the provisions of Chapter 18.52 LFPMC is a public nuisance, and the chief of police shall notify the owner of the property on which the sign is located, by certified mail at his or her last known address, that it constitutes a public nuisance and must comply with the chapter or be removed.

2. An owner who fails to comply with the chapter or remove any such sign within 15 days after being notified to remove the sign is guilty of a misdemeanor. In addition to the penalties imposed by law upon conviction, an order may be entered compelling removal of the sign. Each day the sign is maintained constitutes a separate offense.

3. If the owner of the property upon which it is located is not found or refuses receipt of the notice, the chief of police shall post the sign and property upon which it is located with a notice that the sign constitutes a public nuisance and must be removed. If the sign is not removed within 15 days after such posting, the chief of police shall abate the nuisance and destroy the sign, and for that purpose may enter upon private property without incurring liability for doing so.

4. Any sign erected or maintained on city property or public rights-of-way contrary to city ordinance is a public nuisance, and the chief of police is authorized to remove any such sign without notice.

F. Loss of Nonconforming Status.

1. A nonconforming sign may remain and be used; provided, that the sign must be removed or brought into compliance with all requirements of this code if any of the following occur:

- a. There is any change in land use, or in occupancy, or a change in business name, with respect to the business or premises for which the sign was installed;
- b. The sign is replaced or it is altered in any manner that is not in compliance with the standards of Chapter 18.52 LFPMC; provided, that a change in copy, panel, or lettering, unrelated to a change regulated in subsection (F)(1)(a) of this section shall not be considered an alteration or replacement;
- c. The sign is relocated in a manner that is not in compliance with the standards of Chapter 18.52

LFPMC;

d. A new sign, in addition to the nonconforming sign, is installed on the premises on which the nonconforming sign is located; or

e. The owner of the sign refuses to obtain a permit for the nonconforming sign in accordance with procedures established herein.

2. Upon the occurrence of any of the foregoing, a nonconforming sign permit shall terminate immediately and the sign shall be an illegal sign. The administrator shall notify the sign owner that the sign either must be removed or brought into compliance with this code immediately and a new permit secured.

G. Amortization Period for Nonconforming Signs.

1. Any nonconforming sign permitted under this section may remain permitted and in place for the amortization period authorized by subsection (G)(2) of this section; provided, that such sign does not otherwise lose its nonconforming sign permit. At the expiration of the amortization period, a sign shall be removed or brought into compliance with this code.

2. A nonconforming sign permitted under this section shall be brought into compliance with this code or removed within three years of the date the sign became nonconforming; provided, that the city administrator may upon application extend the compliance period no more than an additional six years upon finding that:

a. The intent and purpose of this section and Chapter 18.52 LFPMC will not be detrimentally affected; and

b. The sign owner has a substantial unamortized investment (excluding cost of maintenance and repair) in the sign.

3. An application for an extension of the amortization period shall be submitted to the city administrator and shall contain the date the sign was installed, records substantiating capital investment in the sign, records establishing amortization of such investment, and such other information as the city administrator may require. Absent records concerning amortization, the city administrator may establish a schedule for unamortized investment, if any, in any commercially reasonable manner. The application shall be accompanied by a fee as established by the city council from time to time.

H. Appeals.

1. A decision with regard to an application for a permit for a nonconforming sign, an application for an extended amortization period, or loss of nonconforming status may be appealed to the city council.

2. The notice of appeal must be filed with the city clerk within 15 days of the effective date of the decision, and it must state with specificity the error or errors claimed. Upon receipt of a complete and timely notice of appeal, the city clerk shall schedule a hearing before the city council no later than 30 days from the date the notice of appeal is received.

3. The appellant shall have the burden of proof and the council shall affirm the city's decision unless it finds that the decision is based upon a clear error of law or that it is not supported by substantial evidence. The city council's decision is the final decision of the city, which may be appealed as provided in Chapter 36.70C RCW.

4. Enforcement action shall be stayed during the appeal period and pending final decision on an appeal.

I. Nonconforming Sign Maintenance and Re-pair. Nothing in this section shall relieve the sign owner from the obligation to maintain any sign in a safe, presentable condition or to make any repairs necessary to achieve such conditions; provided, that such maintenance and repair shall not modify the sign or structure in any way which is not in compliance with the requirements of this code. (Ord. 906 § 1, 2005; Ord. 850 § 1, 2001; Ord. 788 § 1, 2000)

\*Code reviser's note: Ordinance No. 788 adds these provisions as Section 18.66.120. The section has been editorially renumbered to prevent duplication of numbering.