

TOWN OF LOXAHATCHEE GROVES
TOWN HALL COUNCIL CHAMBERS
155 F. ROAD, LOXAHATCHEE GROVES, FL 33470
UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE

AGENDA
AUGUST 11, 2025 – 4:00 PM



COMMITTEE MEMBERS:
Chairperson Jo Siciliano (Seat 1)
Vice Chairperson Karen Plante (Seat 2)
Committee Member Danielle Harritty (Seat 3)
Committee Member Robert Austin (Seat 4)
Committee Member Sarah Palmer (Seat 5)

Administration
Town Manager Francine L. Ramaglia, MPA, CPA, AICP, ICMA-CM
Town Clerk Valerie Oakes, CMC
Committee Staff Liaison: Caryn Gardner-Young, MPA, AICP, ESQ

Civility: Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That is why we say "Character Counts" in Town of Loxahatchee. Civility is practiced at all Town meetings.

Special Needs: In accordance with the provisions of the American with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall within three business days prior to any proceeding, contact the Town Clerk's Office, 155 F Road, Loxahatchee Groves, Florida, (561) 793-2418.

Quasi-Judicial Hearings: Some of the matters on the agenda may be "quasi-judicial" in nature. Town Council Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire (a preliminary examination of a witness or a juror by a judge or council) by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. Unsworn comment will be given its appropriate weight by the Town Council.

Appeal of Decision: If a person decides to appeal any decision made by the Town Council with respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

Consent Calendar: Those matters included under the Consent Calendar are typically self-explanatory, non controversial, and are not expected to require review or discussion. All items will be enacted by a single motion. If discussion on an item is desired, any Town Council Member, without a motion, may "pull" or remove the item to be considered separately. If any item is quasi-judicial, it may be removed from the Consent Calendar to be heard separately, by a Town Council Member, or by any member of the public desiring it to be heard, without a motion.

OPENING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF THE AGENDA

APPROVAL OF THE MINUTES

[1.](#) 07/14/2025 - Unified Land Development Code Review Committee Meeting Minutes

PUBLIC COMMENTS

A limited public audience can be accommodated in our Town Council chambers with mandatory facemasks and socially spaced seating. Public Comments for all meetings may be received by email, or in writing to the Town Clerk's Office until 12:00 p.m. (noon) day of the meeting. Comments received will be "received and filed" to be acknowledged as part of the official public record for the meeting. The meeting will be live-streamed and close-captioned for the general public via our website, instructions are posted there.

REGULAR AGENDA

[2.](#) Discussion Regarding Signage

- a. Master Sign Plan Language
- b. Amortization
- c. Commercial Low & Commercial Low Office Zoning District Signage

COMMITTEE MEMBER COMMENTS

CONFIRM NEXT MEETING DATE

September 8, 2025 - 4:00 P.M.

ADJOURNMENT

TOWN OF LOXAHATCHEE GROVES

TOWN HALL COUNCIL CHAMBERS

155 F ROAD, LOXAHATCHEE GROVE, FLORIDA. 33470

UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE MEETING

MONDAY, JULY 14, 2025 – 4:00 P.M. – 5:20 P.M.



Meeting Audio Available Upon Request in the Office of the Town Clerk

CALL TO ORDER

July 14, 2025, meeting of the Unified Land Development Code (ULDC) Review Committee was called to order at 4:00 p.m. by Committee Chairperson Jo Siciliano. Following the call to order, Chair Siciliano led the Committee and attendees in the Pledge of Allegiance.

ADDITIONS, DELETIONS, AND MODIFICATIONS TO THE AGENDA

Town Clerk Assistant Sammie Brown provided an addition to the Unified Land Development Code Review Committee Agenda – the swearing-in/Oath of Office for the newly appointed ULDC Committee Member Dannielle Harrity.

ROLL CALL

The roll call was conducted by Sammie Brown, Town Clerk Assistant, with the following members present:

PRESENT:

- Jo Siciliano – Chairperson (Seat 1)
- Karen Plante – Vice Chairperson (Seat 2)
- Robert Austin – Committee Member (Seat 4)
- Dannielle Harrity – Committee Member (Seat 3, sworn in during the meeting)

ABSENT:

- Sarah Palmer – Committee Member (Seat 5)

STAFF PRESENT:

- Francine L. Ramaglia, Town Manager
- Sammie T. Brown, Town Clerk Assistant
- Caryn Gardner-Young, Community Standards Director
- Jeff Kurtz, Project Coordinator / Committee Liaison

1. SWEARING-IN OF COMMITTEE MEMBER DANNIELLE HARRITY

Town Clerk Assistant Sammie Brown administered the official Oath of Office to Dannielle Harrity, who had been confirmed by the Town Council during its previous regular meeting. Ms. Harrity took the oath and was welcomed as an official voting member of the Committee.

APPROVAL OF THE AGENDA

MOTION: COMMITTEE MEMBER ROBERT AUSTIN MADE A MOTION TO APPROVE THE MODIFIED AGENDA WITH THE ADDED ITEM “OATH OF OFFICE FOR COMMITTEE MEMBER DANIELLE HARRITY”. THE MOTION WAS SECONDED BY COMMITTEE MEMBER DANIELLE HARRITY. THIS MOTION PASSED UNANIMOUSLY (4-0).

APPROVAL OF MINUTES

MOTION: COMMITTEE MEMBER AUSTIN MADE A MOTION TO APPROVE THE MAY 12TH, 2025, UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE MEETING MINUTES. THE MOTION WAS SECONDED BY VICE CHAIRPERSON KAREN PLANTE. THIS MOTION PASSED (4-0).

The Committee engaged in an extended discussion regarding the format and purpose of approving both current and backlogged meeting minutes. Town staff clarified that the backlog of minutes from previous years had recently been audited and compiled by the Town Clerk’s Office using available video and audio recordings. These minutes had not been created or approved at the time of the original meetings and were now being presented for official acknowledgment and archival.

Several Committee members expressed hesitation in approving minutes for meetings they either did not attend or could not recall in detail due to the time lapse. It was explained by both staff and legal counsel that approval in this context would be limited to acknowledging the minutes for receipt and filing as part of the official public record, not an attestation of the accuracy of recollection.

MOTION TO RECEIVE AND FILE THE FOLLOWING PAST MEETING MINUTES. COMMITTEE MEMBER AUSTIN MADE A MOTION TO RECEIVE AND FILE THE FOLLOWING PREVIOUSLY UNAPPROVED MEETING MINUTES:

- **June 17, 2019**
- **September 26, 2019**
- **October 29, 2019**
- **November 21, 2019**
- **December 19, 2019**
- **November 18, 2020**
- **January 13, 2021**

THE MOTION WAS SECONDED BY CHAIRPERSON SICILANO. THE MOTION PASSED 3-1 WITH VICE CHAIRPERSON KAREN PLANTE DISSENTING.

AGENDA ITEM PUBLIC COMMENTS

There were no public comments submitted or presented during the meeting.

REGULAR AGENDA

AGENDA ITEM: DISCUSSION ON COMMERCIAL SIGNAGE

The Committee moved to the primary agenda item for the evening: a comprehensive discussion on commercial signage, with specific focus on the adoption of a Master Sign Plan program.

Community Standards Director Caryn Gardner-Young presented a memorandum and handout detailing the concept, purpose, and implementation strategies for master sign plans. She explained that master sign plans are commonly used in commercial developments with multiple tenants or multiple buildings to ensure a consistent and coordinated signage approach. Examples from nearby jurisdictions was shared, ranging from simple narrative formats to detailed architectural renderings and multi-page standards.

Director Gardner-Young emphasized that master sign plans help ensure signage within a development is aesthetically consistent in terms of size, font, color, location, and lighting. She further explained that adopting such a program could streamline the permitting process for tenants, since a conforming sign within an approved plan would not require additional review, thereby promoting predictability and efficiency for property owners and staff.

Committee members discussed various approaches to implementation, including:

- Whether to apply master sign plan requirements only to Planned Unit Developments (PUDs) or also to multi-tenant standalone buildings
- The role of the ULDC Review Committee in reviewing or recommending sign plans
- Potential overlaps or conflicts with existing sign code
- The need for flexibility in design while maintaining uniform standards
- Legal implications regarding signage regulations and limitations under Senate Bill 180 (SB 180), which temporarily restricts municipalities from imposing more burdensome regulations

The Committee generally agreed that the master sign plan approach was beneficial and appropriate for the Town's current and future commercial growth. It was further clarified by the Town Attorney and staff that while the ULDC Review Committee would not directly approve sign applications, it could recommend language to be incorporated into the code, including establishing a process for the Planning and Zoning Board to review and Town Council to approve master sign plans.

Town staff was directed to return with draft language for master sign plans, with options for the Committee to review and mark up at a future meeting. It was noted that this effort would complement, not replace, the broader sign code update currently underway.

AGENDA ITEM: DISCUSSION ON AMORTIZATION OF NON-CONFORMING SIGNS

Director Gardner-Young introduced the topic of amortization of non-conforming signs, those signs which may have been legal at the time of installation but no longer complied with current or future code standards. The concept of amortization would require such signage to be updated or removed

after a specified grace period, often between five to ten years, allowing property owners to recoup the investment before compliance is mandated.

Committee members asked clarifying questions, including:

- How amortization applies to legacy or pre-incorporation signage
- Whether a current inventory of non-compliant signs exists (it does not)
- How a proactive enforcement approach might be implemented versus the Town’s current complaint-based model
- Whether historical signage might qualify for preservation under a “historical sign” classification

Town staff explained that enforcement of existing signage rules has historically been driven by citizen complaints and resource limitations. The Committee discussed moving towards a proactive, staff-led enforcement model, noting that such a change would require Council direction and potentially additional resources for inventory, inspection, and property owner notification.

The Committee expressed interest in reviewing the current amortization language already within the Town’s code. Staff were directed to bring back the current provisions along with draft revisions and examples from other municipalities. Additionally, an impact assessment was requested to determine the number and type of signs that would be affected by the enforcement of amortization provisions.

GENERAL COMMENTS FROM THE PUBLIC

No public comment was submitted prior to the start of the meeting, and no public comment cards were submitted during the meeting.

COMMENTS FROM COMMITTEE MEMBERS

Committee members voiced support for continuing work on the comprehensive sign code, even with the delay imposed by SB 180. They agreed it would be beneficial to have updated regulations ready for adoption when restrictions are lifted in 2027. It was suggested that updates allowing more flexibility for certain signage types, including institutional or church signage, might be permissible under the current legal landscape.

Staff was committed to providing the relevant sign code sections for the Town’s two commercial zoning districts—Commercial Low (CL) and Commercial Low Office (CLO)—in advance of the next meeting. Committee members will review the permitted signage in each district and make recommendations regarding which aspects should remain, be relaxed, or be made more restrictive.

CONFIRM NEXT REGULAR MEETING DATE:

The Committee confirmed that the next meeting of the Unified Land Development Code Review Committee is scheduled for **Monday, August 11, 2025**, at 4:00 p.m. in the Town Council Chambers.

ADJOURNMENT

MOTION TO ADJOURN: A MOTION TO ADJOURN THE MEETING WAS MADE BY COMMITTEE MEMBER ROBERT AUSTIN AND SECONDED BY COMMITTEE VICE CHAIRPERSON KAREN PLANTE, AND THE MEETING ADJOURNED AT 5:20 P.M.

ATTEST:

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

Sammie T. Brown, FRA-RP, MEDP
Town Clerk Assistant

Jo Siciliano
Unified Land Development Code Review Committee
Chairperson



155 F Road Loxahatchee Groves, FL 33470

TO: ULDC Committee

FROM: Caryn Gardner-Young, Community Services Director

DATE: August 11, 2025

SUBJECT: Sign Ordinance

Per the meeting of the Unified Land Development Code Review Committee (Committee) in July it was agreed that I would bring back Master Sign Plan language for the Committee to consider. As was stated at the meeting, presently there is no requirement for a Master Sign Plan.

Below is suggested language:

Master sign plan required.

(a) All commercial centers and plazas, multi-tenant buildings, and planned unit developments located within the town are required to submit and obtain approval for a master sign plan. The approval of a master sign plan by the town shall be required prior to the issuance of a sign building permit to install, alter, construct, construct, post, paint, maintain, or relocate any sign.

(b) *Sign plan compliance—Existing developments.* Whenever a sign owner desires to replace, alter, relocate a sign on a property, and/or perform sign repair and maintenance that is not in compliance with regulations governing same as specified in this section herein, a master sign plan in accordance with the provisions of this section shall be prepared and submitted. Upon approval of the master sign plan under this compliance provision, signs approved on the master sign plan shall be brought into compliance in accordance with the adopted amortization schedule.

(c) *Multi-tenant sign plan compliance.* When a master sign plan is required for a multi-tenant development, and an individual sign owner(s) seeks a sign permit for any type of permanent sign, the property owner shall file a master sign plan with the town in accordance to the provisions set forth in this section within sixty (60) days of the sign permit being filed. Failure to file such a master sign plan within the prescribed time frame shall be a violation of this section by the property owner. Sign permits may be withheld until a master sign plan is submitted and approved.

Master sign plan approval process.

(a) A written application for a master sign plan shall be submitted on forms provided by the community standards department. The application shall be signed by the property owner and the applicant, shall include agent authorization for the applicant to represent the owner and shall include the application fee as established by the town council. It shall be the applicant's burden of proof to satisfy all applicable requirements for the proposed request.

(b) The community standards department shall review the application. Once complete, the application shall be scheduled for the next available development review committee (DRC) meeting. The DRC shall consider each application and provide comments, if applicable.

(c) Once all comments have been adequately addressed by the petition, the Master Sign Plan can be scheduled for public hearing. All requests pertaining to Master Sign Plans shall first come before the Town's Planning and Zoning Board who shall provide a recommendation to the Town Council. To amend the Master Sign Plan requires the same approval of the adoption of the Master Sign Plan unless the request is an Administrative Sign Plan Amendment.

(d) *Sign plan required elements.* The master sign plan shall include all signs to be installed within the property, including any out parcels to be and/or developed sharing common driveways and parking, and shall indicate, but not limited to, the following:

- (1) Location/placement of all monument, freestanding directional/information, and wall signs, window signs, including, but not limited to, setback dimensions from property lines, spacing, etc.
- (2) Size of each sign, indicating, but not limited to, sign area, height, dimensions, area of changeable copy.
- (3) Sign copy for each sign, including, but not limited to, logos, trademarks etc.
- (4) Type of sign, including, but not limited to, the type of lettering i.e. channel letters or cabinet style, color, materials, changeable copy area, etc.
- (5) Type and manner of illumination, if any.
- (6) Landscape plan indicating plant material and ground cover.

Master sign plan criteria.

In reviewing the master sign plan, the community standards director shall determine if the following criteria have been met:

- (a) The signage for the project is in keeping with the overall architecture and character of the building development.
- (b) The signage for the project is designed to meet the directional needs of the project for communication, identification, way finding, regulatory and informational messages in keeping with the overall architectural theme of the development or project;
- (c) The signage proposed is legible, conspicuous, and easily readable;
- (d) The visibility and impact of the type of sign, number of signs, design, size, method of, construction, illumination and location of the proposed signs are in compliance with the minimum standards of this section, and does not adversely impact adjoining properties, or create a hazard of health risk; and
- (e) The proposed signage is consistent and not in conflict with the intent and interests of the Town of Loxahatchee Groves as stated in the policy adopting this Code.

Variances from master sign plan requirements.

(a) All signs proposed in a master sign plan must comply with the underlying zoning district sign regulations. If one or more of the proposed signs does not comply with the underlying zoning district sign regulations then a sign variance can be requested in accordance with Article 150 of the Unified Land Development Code.

(b) In approving a master sign plan, the community standards director may authorize limited administrative variances from applicable Code of Ordinance provisions as follows:

(1) An increase in the maximum sign height up to twenty (20) percent of the permitted height for the zoning district the property is located;

(2) An increase of up to twenty-five (25) percent in the number of signs allowed;

(3) Reasonable modification of the location of signs to accommodate unusual lot conditions;

(4) An increase in the maximum sign area no greater than twenty (20) percent of the permitted sign copy area for the zoning district the property is located, and

(5) An increase in the maximum height and/or sign area for the zoning district the property is located;

(b) Any request for an administrative variance shall be considered based upon whether the following criteria are met:

(1) The variance is necessary because of practical difficulty peculiar to the land, structure or building involved and which is not applicable to other lands, structures and buildings in the same zoning district; or

(2) The variance is necessary and appropriate due to unique architectural features of the proposed signage; and

(3) The variance is the minimum variance necessary to alleviate the practical difficulty; and

(4) The variance will be in harmony with the general intent and purpose of this chapter and will not be injurious to the area involved or otherwise detrimental to the public welfare.

Conditional approval.

In approving a master sign plan, the community standards director may impose reasonable conditions on the master sign plan relating to the design, materials, locations, placements, or orientations, and sign specifications; provided that such conditions are related to time, place and manner matters and does not attempt to regulate sign content. Reasonable conditions are conditions imposed on the master sign plan that promote the purpose of this section and the approval criteria set out in in this section.



155 F Road Loxahatchee Groves, FL 33470

TO: ULDC Committee

FROM: Caryn Gardner-Young, Community Services Director

DATE: August 11, 2025

SUBJECT: Amortization Provisions for Sign Ordinance

Per the meeting of the Unified Land Development Code Review Committee (Committee) in July it was agreed that I would bring back amortization language for the Committee to consider. As was stated at the meeting, there is an existing amortization provision.

Below is the Unified Land Development Code's existing language

Section 90-075. - Nonconforming signs.

(A) Any permanent sign, excluding billboards and similar signs which are governed by [Section 90-055](#), that was legally erected but does not conform to all provisions of this article shall come into compliance within five years of the effective date of these regulations, except that permanent signs must immediately comply should any of the following events transpire:

- (1) A change of copy is required on a sign pertaining to a single entity;
- (2) A change of copy is required for 50 percent or more of a sign pertaining to multiple entities.
- (3) The sign is abandoned as defined in [Section 90-010](#), "Definitions."
- (4) The sign must be relocated for any reason.
- (5) The permit for the sign expires.

(B) Nonconforming signs may be refurbished or repaired provided no structural alterations are involved.

(C) Signs or sign structures which were never lawfully permitted shall not be determined as legally nonconforming signs and shall be subject to immediate removal without the benefit of any amortization period.

After review and discussion, it is Town Staff's recommendation that we do not amend the existing language. Town Staff will bring to the attention of the Town Council that there is an amortization provision in the Unified Land Development Code and seek direction on whether to enforce it or not.

COMMERCIAL LOW AND
COMMERICAL LOW OFFICE
EXISTING IN ULDC REGULATIONS

- (B) The following signs are permitted in the Commercial Low (CL) and the Commercial Low Office (CLO) zoning districts. All signs, other than holiday signage, shall be illuminated by back lighting (halo or silhouette) or external lighting only.

(1) *Mandatory building identification sign:*

Sign face area	0.5 sq. ft. (min)—4 sq. ft. (max)
Lettering	3 in. (min)—12 in. (max)
Number of signs (maximum)	1 per structure or business
Other	May be an awning sign
Attached/freestanding or both	Attached

(2) *Awning sign:*

Sign face area	4 sq. ft. (max); sign face area may not occupy more than 20 percent of awning.
Lettering	3 in. (min)—12 in. (max)
Number of signs (maximum)	1 per structure or business
Attached/freestanding or both	Attached

(3) *Building wall sign:*

a. *Individual building as outparcel or stand-alone building:*

Sign face area (maximum)	1 sq. ft. per one linear foot of building frontage, or 36 square feet, whichever is less. A minimum of 18 square feet is permitted, however, in no case should the length of the sign exceed 75 percent of the building length
Number of signs (maximum)	1 per building. Buildings located on a corner are permitted a second wall sign at 50 percent of the square footage of the primary sign
Sign design and dimension	Carved or channel-styled letters, symbols, and logos only. Depth of lettering shall be eight inches maximum. Cabinet signs and changeable copy signs shall not be permitted
Other restrictions	A minimum of ten percent of the building must be maintained as clear wall area on either end of the sign
Attached/freestanding or both	Attached

b. *Shopping center or other multi-tenant center:*

Sign face area (maximum)	Regular tenants: 1 sq. ft. per one linear foot of tenant frontage, or 36 square feet, whichever is less. A minimum of 18 square feet is permitted
	Anchor tenants: 1 sq. ft. per one linear foot of anchor tenant frontage, or 60 square feet, whichever is less
	All tenants: In no case should the length of the sign exceed 75 percent of the building length or width of tenant frontage

Number of signs (maximum)	1 per tenant with an individual exterior standard entrance. Corner tenants are permitted a second wall sign at 50 percent of the square footage of the primary sign
Sign design and dimension	Carved or channel-styled letters, symbols, and logos only. Depth of lettering shall be eight inches maximum. Cabinet signs and changeable copy signs shall not be permitted
Other restrictions	A minimum of ten percent of the building or tenant frontage must be maintained as clear wall area on either end of the sign
Attached/freestanding or both	Attached

(4) *Canopy sign:*

Sign face area	1 sq. ft. per one linear foot of canopy or 24 feet, whichever is less. A minimum of 16 square feet is permitted
Number of signs (maximum)	1 per canopy or 2 per building, whichever is less
Sign design and dimension	Carved or channel-styled letters, symbols, and logos only. Depth of lettering shall be eight inches maximum. Cabinet signs and changeable copy signs shall not be permitted
Attached/freestanding or both	Attached

(5) *Monument or panel sign:*a. *Individual building as outparcel or stand-alone building:*

Sign face area (maximum)	60 square feet
Number (maximum)	1 per building
Sign design	Carved or channel-styled letters, symbols, and logos permitted. Cabinet signs are permitted provided that letters, symbols, and logos intrude or extrude from sign face at a minimum of $\frac{3}{8}$ ". Changeable copy is limited to 25 percent of sign face
Sign dimensions	Maximum height of six feet and maximum length of 12 feet
Secondary signs	Drive-thrus, multi-tenant buildings, and accessory structures of 1,000 square feet or greater are permitted one secondary monument or panel sign with a maximum face area of no greater than 12 square feet. The sign structure shall be no higher or wider than five feet. All secondary signs, unless a menu sign or directory sign, shall be consistent in design with the primary sign on site. All secondary signage shall be located within 40 feet from the accessory structure and setback at least 20 feet from all property lines

Attached/freestanding or both	Freestanding
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b. *Shopping center or other multi-tenant center:*

Sign face area (maximum)	72 square feet
Number (maximum)	1 per driveway
Sign design	Carved or channel-styled letters, symbols, and logos permitted. Cabinet signs are permitted provided that letters, symbols, and logos intrude or extrude from sign face at a minimum of 3/8". Changeable copy is limited to 25 percent of sign face
Sign dimensions	Maximum height of eight feet and maximum length of 12 feet
Secondary signs	Drive-thrus, multi-tenant buildings, and accessory structures of 1,000 square feet or greater are permitted one secondary monument or panel sign with a maximum face area of no greater than 12 square feet. The sign structure shall be no higher or wider than five feet. All secondary signs, unless a menu sign or directory sign, shall be consistent in design with the primary sign on site. All secondary signage shall be located within 40 feet from the accessory structure and setback at least 20 feet from all property lines
Attached/freestanding or both	Freestanding

(6) *Real estate or project sign:*

Sign face area	12 sq. ft. (max)
Number of signs (maximum)	1 per street frontage
Height	6 feet (max)
Other restrictions	Sign(s) must be removed after sale or project completion
Attached/freestanding or both	Freestanding

(7) *Window sign:*

Sign face area	6 sq. ft. or 20 percent of any window or door area, whichever is less
Number of signs (maximum)	3 per tenant
Other	Window signs include neon signs and pasted letters, symbols, and logos
Attached/freestanding or both	Attached

(8) *Holiday signage:*

Sign face area	Not applicable
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Other restrictions	Signage shall not be erected more than four weeks before the holiday and shall be removed within two weeks after the holiday
Attached/freestanding or both	Both

(9) *Opinion sign:*

Sign face area	Any sign that can be permitted within the regulations of this subsection may contain a noncommercial message, however, sign(s) must be removed within one week after election or final decision on issue (if applicable)
Number of signs (maximum)	
Other restrictions	
Attached/freestanding or both	

- (C) The following signs are permitted in the Institutional and Public Facilities (IPF) zoning district. All signs, other than holiday signage, shall be illuminated by back lighting (halo or silhouette) or external lighting only.

(1) *Mandatory building identification sign:*

Sign face area	0.5 sq. ft. (min)—2 sq. ft. (max)
Lettering	3 in. (min)—8 in. (max)
Number of signs (maximum)	1 per structure
Other	May be an awning sign
Attached/freestanding or both	Attached

(2) *Awning sign:*

Sign face area	2 sq. ft. (max); sign face area may not occupy more than 20 percent of awning
Lettering	3 in. (min)—8 in. (max)
Number of signs (maximum)	1 per structure or tenant
Attached/freestanding or both	Attached

(3) *Monument or panel sign:*

Sign face area (maximum)	60 square feet
Number (maximum)	1 per driveway
Sign design	Carved or channel-styled letters, symbols, and logos permitted. Cabinet signs are permitted provided that letters, symbols, and logos intrude or extrude from sign face at a minimum of $\frac{3}{8}$ ". Changeable copy is limited to 80 percent of sign face
Sign dimensions	Maximum height of six feet and maximum length of 12 feet
Attached/freestanding or both	Freestanding

(4) *Real estate or project sign:*

Sign face area	12 sq. ft. (max)
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Number of signs (maximum)	1 per street frontage
Height	6 feet (max)
Other restrictions	Sign(s) must be removed after sale or project completion
Attached/freestanding or both	Freestanding

(5) *Seasonal or holiday signage:*

Sign face area	Not applicable
Other restrictions	Signage must not be present before or after six weeks of season or holiday
Attached/freestanding or both	Both

(6) *Window sign:*

Sign face area	6 sq. ft. or 20 percent of any window or door area, whichever is less
Number of signs (maximum)	1 per building
Other restrictions	Neon and other illuminated window signs shall not be permitted
Attached/freestanding or both	Attached

(7) *Opinion sign:*

Sign face area	Any sign that can be permitted within the regulations of this subsection may contain a noncommercial message, however, sign(s) must be removed within one week after election or final decision on issue (if applicable)
Number of signs (maximum)	
Other restrictions	
Attached/freestanding or both	