6.22 SIGNS AND SIGN PERMITS

No signs or advertising devices shall be erected or maintained in any zone except in conformity with the requirements of APPENDIX G. Signs adjacent to State or Federal highways shall conform to all State and Federal requirements in addition to the requirements of APPENDIX G. In case of conflict, the more stringent requirement shall govern. No advertising signs shall be permitted in County Road Rights-Of-Way. Refer to Sign lighting in Chapter 6.10.
APPENDIX G

COUNTY SIGN PERMIT STANDARDS
AND PROCEDURES
SIGNs AND SIGN PERMITS

A. Purpose

1. Lincoln County seeks to allow adequate signage for safety, informational, commercial and other messages by providing definitions, design standards and procedures for construction of signs in the un-incorporated areas.

2. These regulations aim to keep signs from unsafely distracting vehicle drivers. Sign size and spacing will correlate to travel speeds, parcel size and zoning designations in a way that allows informative but unobtrusive delivery of messages.

B. Severability

1. If a section of this sign regulation is found unlawful it does not invalidate the remainder of the regulation.

C. Definitions

Sign - Any visual device or representation designed or used for communicating a message, or identifying or attracting attention to a premise, product, service, person, organization, business, or event.

A-Frame sign - A free standing sign usually hinged at the top, or attached in a similar manner, and widening at the bottom to form a shape similar to the letter “A”.

Awning sign - A non-electric sign that is printed on, painted on, or attached to an awning, canopy, or marquee.

Banner, Flag, Pennant, or Balloon - Any cloth, bunting plastic, paper, or similar material used for advertising purposes attached to or pinned on or from any structure staff, pole, line, framing, or vehicle, including captive balloons and inflatable signs but not including official flags of a state, nation, or political subdivision.

Building sign - A sign painted or fastened to an exterior building wall and which does not project more than 6 inches from the wall.

Changeable Copy sign - A sign designed to allow the changing of copy through manual or mechanical means including date, time, and temperature.

Directional sign - Signs limited to directional messages for pedestrian or vehicular traffic, such as “one-way”, “entrance” and “exit”, etc.
Directory sign - A private sign listing the tenants or occupants and their suite, lot, or address numbers for a building, plaza, center, subdivision, or development.

Freestanding sign - A sign supported on one or more poles, braces, uprights, or similar structural components placed into the ground and detached from any building. These may include A-Frame, Changeable Copy, Digital Display, Monument, etc.

Monument sign - A sign placed upon a foundation or slab and not supported by poles, braces, or uprights and not attached to a building.

Off-premise sign - A sign that advertises goods, products or services which are not sold, manufactured or distributed on or from the premises or facilities on which the sign is located. Off-premise sign, billboard, and outdoor advertising sign are equivalent terms.

On-premise sign - A sign that is located on the property of the activity being advertised and is located within 300 feet of the active business area being advertised.

Projecting sign - Any sign affixed to a building wall in such a manner that its leading edge extends more than 6 inches beyond the surface of such building wall.

Reader board signs - Multiple signs which contain parts of an advertising message in sequence.

Roof sign - A sign erected, constructed or placed upon or above a roof of a building.

Temporary sign - A banner, pennant, poster or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, plywood or other like materials and that appear to be intended or is determined by the administrator to be displayed for a limited period of time.

Vehicle sign - A sign which is attached to or painted on a vehicle which is parked on or adjacent to any property, the principal purpose of which is to attract attention to a product sold or an activity or business located on such or nearby property.

Window sign - Any sign painted or attached to a window that can be seen from the exterior of the building.

D. Standards

No signs or advertising devices shall be erected or maintained in any zone except in conformity with the requirements of this section. Signs adjacent to State or Federal highways shall conform to all State and Federal requirements in addition to the requirements of this section. In case of conflict, the more stringent requirement shall govern. No advertising signs shall be permitted in County Road Rights-Of-Way.
1. Both sides of a sign may be used for advertising purposes without affecting the permitted maximum size limitation. Sign area is that part of the sign face with lettering, logos and pictures. Only the side with the largest sign area is used for calculation purposes.

2. Maximum height to top of any freestanding sign shall be 20 feet above frontage road surface.

3. No flashing, blinking or flickering signs shall be permitted in any zone.

4. Only traffic safety and permitted directional signs as allowed by jurisdictional authority may be placed within public right-of-way whether dedicated, owned in fee simple or as an easement.

5. On-Building maximum sign area shall be as follows:
   a. Without sign permit: 16 square feet
   b. With sign permit: 200 square feet

6. Freestanding maximum sign area shall be as follows:
   a. Along roadway with up to 35 mph limit: 40 square feet with 150 feet spacing to nearing freestanding sign.
   b. Along roadway with up to 45 mph limit: 60 square feet with 200 feet spacing to nearing freestanding sign.
   c. Along roadway with greater than 45 mph limit: 80 square feet with 300 feet spacing to nearest freestanding sign.

7. Temporary signs are allowed with a permit and with the following limitations:
   a. Along roadway with up to 35 mph limit: 16 square feet maximum sign area.
   b. Along roadway with greater than 35 mph limit: 32 square feet maximum sign area.
   c. Shall be removed within 30 days after the election, sale, rental, lease or conclusion of event has occurred.
   d. No lighted or digital display signs shall be employed.

8. Lighted signs shall be constructed in accordance with Land Use Regulations Section 6.10 in order to minimize fugitive light.

9. Digital Display signs. These types of signs are highly visible from long distances and at very wide viewing angles, both day and night. They are designed to catch the eye of persons in their vicinity. They can pose a hazard to traffic safety if operated in such a manner that a driver's attention would be held for an extended period of time. These signs shall comply with the following:
   a. Message display. The message, messages or copy displayed on a digital display sign: (1) shall not be displayed through blinking or flashing lights; (2) transitions between messages shall be accomplished in maximum 2 seconds; (3) shall remain fixed for at least 3 seconds; (4) shall not increase the ambient lighting level by more than 0.3 foot candles; and (5) shall utilize technologies which automatically reduce light levels at night and under cloudy or other darkened conditions.
   b. Audio. Audio speakers in any form are prohibited in association with digital display signs.
c. Separation. A minimum distance of 150 feet shall be required between each digital display sign.

d. Malfunction. All digital display signs shall contain a default design that will freeze the device and message in one position if a malfunction occurs. Any digital display sign that malfunctions, fails, or ceases to operate in its usual or normal programmed manner shall be restored to its normal operation with 24 hours or set to a blank or static display until repairs can be accomplished.

10. No off-premise signs shall be erected which are visible from County roads or State highways, except those signs which are permitted along federal highways, including US Highways 26, 30, 89 and 189. Maximum sign face size for permitted off-premise signs shall be 150 square feet.

11. Off-premise commercial signs shall comply with State and Federal regulations.

12. Reader board signs shall not be permitted in any zone.

13. All signs, including but not limited to those signs for which permits are or are not required, including non-conforming signs, shall be maintained in good physical condition. All signs, together with supports, braces, anchors, and electrical components, shall be kept in a safe, presentable condition. All defective or broken parts shall be replaced. Exposed surfaces shall be kept clean, in good repair, and painted where paint is required.

E. Sign Permit

1. If a Conditional Use, Zoning and Development, Small Business, or Home Occupation intends to have a sign as a part of the project the sign may be permitted in the permitting process. Such signs must meet the standards of this resolution. Information necessary to determine a sign's compliance with this resolution must be submitted.

2. Signs not associated with the process of a permit for a Conditional Use, Zoning and Development, Small Business, or Home Occupation shall obtain a sign permit. Such signs are identified as the following:

   a. Off-premise signs, where permitted.
   b. On-premise signs when not permitted as part of another permit shall follow the Sign Permit Process.

F. Sign Permit Process

1. A pre-application conference with the Planning Office is required.

2. An application is to be submitted on forms prepared by the Planning Office.

3. If the sign is an off-premise sign along a State or Federal Highway the applicant shall also submit an appropriate application to the Wyoming Department of Transportation. Approval of the County Sign Permit shall be contingent upon state approval.
4. The Administrator shall review the permit and approve the application if the application conforms to the standards of this resolution.

5. The Administrator shall prepare a staff report to the Board of County Commissioners which shall include a description of the permit type, the applicant's name, the permit location, and a description of the permit.

6. A quorum of the Board of County Commissioners shall review this report.

7. The Administrator shall notice the applicant in writing that the permit has been approved. Any conditions of approval shall be attached to this notification. If the permit is denied notice should also be given with the findings from the Administrator for denial. The decision by the Administrator to deny a sign permit may be appealed to the Board of County Commissioners.

8. The Administrator is authorized to inspect all sign permits for compliance with the permit, permit conditions, and requirements of this Resolution.