

**CITY OF TWIN OAKS
PLANNING AND ZONING COMMISSION MEETING
BOARD CHAMBERS, TWIN OAKS CITY HALL
1381 BIG BEND ROAD
WEDNESDAY, MARCH 27, 2024 6:30 P.M.**

Tentative Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ROLL CALL
4. APPROVAL OF THE AGENDA
5. APPROVAL OF THE CONSENT AGENDA
 - a. January 23, 2024 Minutes
6. OLD BUSINESS
 - a. Consideration of Amendments to Chapter 510 of the City of Twin Oaks Municipal Code pertaining to fences (Continued from January 23, 2024)
7. NEW BUSINESS
 - a. Consideration of amendments to the City of Twin Oaks Municipal Code pertaining to Window Signs/Lighting
8. MISCELLANEOUS
9. ADJOURNMENT

Paul Dries
Assistant City Clerk

POSTED: March 22, 2024, 11:30 a.m.

Please note: Any person requiring physical or verbal accommodations should contact the city office 12 hours prior to meeting at 636-225-7873. Copies of public records for this agenda are available on the City's website or at City Hall for public inspection before and at the time of the meeting.

**MEETING MINUTES OF THE
PLANNING & ZONING COMMISSION
TWIN OAKS, MISSOURI
TUESDAY, JANUARY 23, 2024**

The Planning and Zoning Commission Meeting was called to order at 6:30 p.m.

Members:	Roger Loesche, Chairman	X	Joe Krewson	X
	John Antonacci	X	Lisa Eisenhauer, Alderman	X
	Jeff Graves		Shazia Brown	X
	Ray Slama	X	Russ Fortune, Mayor	
	Alex Chereji	X		

Also, in attendance was Frank Johnson, City Clerk/Administrator, and Paul Rost, City Attorney.

APPROVAL OF THE AGENDA

Commissioner John Antonacci moved, seconded by Alderman Lisa Eisenhauer, to approve the Agenda. Motion passed with the unanimous consent of the Commission.

APPROVAL OF THE CONSENT AGENDA

Commissioner Joe Krewson moved to approve the Consent Agenda consisting of the meeting minutes from September 26, 2023. Alderman Eisenhauer seconded the motion and on voice vote, the motion was announced passed.

NEW BUSINESS

Consideration of Amendments to Section 405.120 of the City of Twin Oaks Municipal Code Pertaining to Subdivision Regulations.

City Attorney Paul Rost stated that the main focus of the amendments is to require developers to put in sidewalks as part of any new subdivision, but it also tightens up some of the other requirements as well. He further stated that the sidewalk requirement only applies when an existing lot is subdivided. Chairman Roger Loesche expressed concern that the amount set for the surety bond is potentially too low, and that he would like to see it at 150 percent or more of the engineer's estimated cost of the improvements. City Attorney Rost replied that higher amounts may be more difficult to justify in court. He cited his particular experience arguing this issue in a lawsuit brought by the region's homebuilder's association years ago.

Commissioner Ray Slama asked how many homes have to be involved in order for the sidewalk requirement to apply. City Attorney Rost stated that the number of homes involved doesn't matter, it only matters whether the lot is subdivided, so it's possible that it could occur in a development involving only one residence. Chairman Loesche asked if any such sidewalks would be considered public or private and who would be responsible for maintaining them. City Attorney Rost stated that the City has a general requirement that property owners are required to maintain the Right-of-Way adjacent to their property, which could be interpreted to include any sidewalks located there.

The Commission further discussed the proper amount for the surety bond and the criteria that is used for the sidewalk construction. Chairman Loesche motioned that the Commission recommend the amendments for approval, subject to changing the surety bond requirement from 110 percent to 120 percent. Commissioner Krewson seconded, and the motion passed on unanimous voice vote.

Consideration of Amendments to Chapter 510 of the Twin Oaks Municipal Code Pertaining to Fences.

City Clerk/Administrator Frank Johnson stated that the current fence regulations appear to prohibit any kind of chain link fence. He stated that he wanted to clarify the regulations to make it more explicit on whether or not chain link fences are allowed, as the current code leaves some potential room for interpretation. He also stated that, historically, the City had allowed chain link fences, but this was changed as part of an overhaul of the fence regulations in 2013.

Commissioner Ray Slama stated that his recollection from when the fence regulations were last updated in 2013 was that the intent was to allow only vinyl- or powder-coated chain link fence. The Commission then discussed the lists of “allowable fences” in zoning districts “A” and “B” in the current code and how they are described.

Chairman Loesche asked for the Commission’s general view of the issue. Commissioner John Antonacci stated that he would rather not allow chain link fences. Chairman Loesche stated that was his feeling as well and cited in particular the difficulty with mowing and trimming grass around the bottom of such fences. Commissioner Alex Chereji stated that the type of fences currently allowed are very expensive, and that he believes homeowners should have more freedom to do what they want on their property. He stated that he would at least like to see the vinyl-coated option. Alderman Lisa Eisenhauer stated that she prefers that border fences not be constructed from chain link. She explained that it would not adequately screen the view of the yard and provide privacy, and that it’s not an aesthetic that improves property values.

After further discussion, the Commission agreed to table the issue to the next meeting in order to allow for more Commission members to participate in the discussion and provide more time to research available fence materials and the types of lots in the City.

MISCELLANEOUS BUSINESS

There was no miscellaneous business.

ADJOURNMENT

Alderman Eisenhauer moved, seconded by Commissioner Antonacci, to adjourn the meeting. Upon voice vote, the motion was announced passed. The meeting adjourned at 7:44 p.m.

Roger Loesche, Chairman

Date of Approval

Minutes of the Planning & Zoning Commission
Twin Oaks, Missouri
Tuesday, January 23, 2024

Planning & Zoning Commission

ATTEST:

Frank Johnson, City Clerk/Administrator

Memo to: Planning and Zoning Commission
From: Frank Johnson, City Clerk/Administrator
Subject: Fence Regulations
Date: January 17, 2024

COMMISSION ACTION REQUIRED

- Review and make a recommendation to the Board of Aldermen regarding the prohibition of chain link fences in residential districts.

BACKGROUND

The City's regulations on fences in Chapter 510 as currently written create some ambiguity on whether chain link fences are prohibited that staff is seeking to clarify. They are specifically prohibited in District "B" Residential (except in certain cases) but are not listed in District "A".

Staff has interpreted this omission—in combination with the definition provided in Section 510.010—to mean that they are not allowed as division fences.

Staff is recommending that this prohibition (or allowance) be made more explicit. In particular, Section 510.030(A) should be amended to make it clear whether or not the descriptions of metal materials that are allowed include chain link fences made of such material.

The relevant regulations are excerpted below:

Section 510.010: Definition

"CHAIN LINK — Vinyl, color-coated (black or earth tone) wire of at least eleven-gauge woven into mesh no less than two (2) inches, attached to metal posts spaced at regular intervals only for uses other than division fences."

Section 510.030: Allowable Fences

A. District "A" Residential: powder-coated anodized aluminum or powder-coated galvanized-steel in black or earth tones; wood (including composite wood with wood-grain finish in natural wood colors, but not plywood or knotty pine); decorative wrought iron in black or earth tones; decorative stacked fence; stone or brick fence.

B. District "B" Residential: wood as listed for District "A"; powder-coated/vinyl-clad chain-link fencing (permitted only for tennis courts or baseball field backstops) in black or green color only.

Section 410.010. Intent And Purpose. [R.O. 2016 § 410.010; R.O. 2011 § 410.010; Ord. No. 99-32 § 2, 10-20-1999 ; Ord. No. 334 § 1(I), 5-18-2011 ; Ord. No. 21-18, 10-20-2021]

A. The regulation and control of signs in the City of Twin Oaks is intended to promote the public health, safety and general welfare through a comprehensive system of reasonable, consistent and non-discriminatory standards and requirements of sign size, location, erection, number and maintenance. These regulations are to allow a property owner the ability to make use of its property for free expression without any content-based limitations but in a manner designed to avoid the visual clutter that is harmful to traffic and pedestrian safety, property values, business opportunities and community standards for appearance. To that end, the Board of Aldermen hereby finds that:

1. Sign regulations may impact First Amendment rights and that these rights are important constitutional rights that must be protected.
2. Unregulated signage has direct and secondary effects that are harmful to the safety and general welfare of the City as a whole and to its individual citizens.
3. These direct and secondary effects result from the visual clutter that occurs as a result of the unregulated installation and lack of maintenance of signs.
4. These direct and secondary effects include harm to traffic and pedestrians' safety, depreciation of property values within the City, decreased business opportunities for individual and business residents of the City (resulting in decreased sales, property and other tax revenues that are necessary to provide an adequate level of public service to City residents), community blight and an overall less-pleasing community appearance.
5. Residents are virtually captive audiences of signs displayed by neighbors; signs are an intrusion into residential privacy and interfere with the enjoyment of a resident's property because the view from the resident's property may become so marred by the clutter of signs that the resident cannot successfully avoid observing the sign clutter.
6. Because of these direct and secondary effects, the City has a compelling interest in regulating signs within the City.
7. These regulations are content-neutral, viewpoint neutral, and place restrictions that directly advance the City's stated interests.
8. To the extent that any provisions of these regulations are content-based, they are intended to further compelling governmental interests.
9. A primary and compelling interest of the City is to allow property owners to post public interest signs to protect the safety of others and to allow all persons to comply with legal requirements imposed by law or by order of a court requiring the posting of notices, without being subject to regulation.
10. The scope of these regulations is proportionate to the interests served and narrowly tailored to achieve the desired objective.
11. A direct nexus exists between the desired City's goals and the means chosen in these regulations to achieve its desired goals.

- B. **Rules Of Interpretation.** To determine whether a particular object or thing is a sign, one (1) must establish whether, when objectively viewed, using contextual clues, location, design, and structural composition, owner intent, as well as historical experience, custom and practice and without regard to the message contained thereon, the object or thing meets the definition of a sign or falls under the regulations of this Code. Nothing herein is intended to regulate content of signs nor to favor or discriminate against any particular viewpoint. No interpretation of this Sign Code should suggest or suppose it to regulate the content of signs or to favor or disfavor any particular viewpoint.

Section 410.015. Scope. [Ord. No. 21-18, 10-20-2021]

- A. **Classifications.** Regulations in the Sign Code are classified by use, and the definitions in Section 410.020 shall govern with regards to the type of use.
- B. **Building Code Applicable.** In the absence from this Chapter of specifications governing details of sign construction, the standards listed in the applicable Building Code shall apply.
- C. **Government Signs.** This Chapter recognizes that government signs are government speech intended to ensure public health, safety, and welfare.
- D. **Substitution.** For any sign authorized in any zoning district, a non-commercial message may be substituted for any allowed commercial message or any other allowed non-commercial message, provided, that, the sign is legal without consideration of message content. If the sign is one (1) for which no sign permit is required, the message substitution may be made without additional approval. The purpose of this provision is to prevent inadvertent favoring of commercial speech over non-commercial speech or favoring of any particular non-commercial message over any other non-commercial message.

Section 410.020. Definitions. [R.O. 2016 § 410.020; R.O. 2011 § 410.020; Ord. No. 99-32 § 2, 10-20-1999 ; Ord. No. 99-37 § 1, 12-15-1999 ; Ord. No. 2000-19 § 1, 9-20-2000 ; Ord. No. 131 §§ 1 — 2, 10-15-2003 ; Ord. No. 199 § 1, 12-7-2005 ; Ord. No. 334 § 1(II), 5-18-2011 ; Ord. No. 374 § 5, 10-3-2012 ; Ord. No. 375 § I, 10-3-2012 ; Ord. No. 433 § 1, 7-16-2014 ; Ord. No. 21-18, 10-20-2021]

As used in this Chapter, the following terms shall have these prescribed meanings:

ABANDONED — Any sign, sign structure, sign supports, pole, sign base or other materials, apparatuses, or devices, related to signage that are: 1) declared abandoned by the owner of such signage or related materials, 2) no longer in active use as evidenced by the fact that the owner/lessee/lessor of the sign is no longer in operation on the premises or lot and said owner/lessee/lessor of such signage or related materials fails to respond within thirty (30) days to a written notice sent by the City, or 3) as otherwise may be defined by applicable law.

BANNER — A strip of flexible material displaying a slogan, advertisement, or other communication, usually suspended between two (2) points and intended as a temporary sign.

BILLBOARD —

1. Any outdoor advertising structure subject to regulation pursuant to Sections 226.500 through 226.600 and Section 71.288, RSMo., as amended; or

2. Large format outdoor structure consisting of a large board (including a digital board) intended for viewing by motorists from extended distances that is designed to and capable of displaying the advertisement or other communication of someone other than the structure's owner and who pays the structure's owner to use the board to display their material.

BOARD OF ADJUSTMENT — The Board of Adjustment of the City.

BUILDING CODES — The duly adopted Building Code of the City as set forth in Section 500.010 of the Municipal Code of the City of Twin Oaks, Missouri.

COMMERCIAL DISTRICT — The City's "C" Commercial District, Planned Commercial District ("PD-C"), Planned Mixed Use District ("PD-MxD"), or Planned Development — Light Manufacturing District ("PD-RxM") District.

COMMON AREA — That portion of a lot or building not occupied by a single occupant but shared with adjacent occupants.

ELEVATION — A side (vertical wall) of a building or structure.

ERECT — To build, construct, attach, hang, re-hang, place, affix or relocate, including the painting and repainting of permanent window signs.

FLAG — Any fabric, bunting, streamer, or pennant containing distinctive colors, patterns, symbols, or message which is made of flexible materials and designed to move with the wind.

GOVERNMENT SIGN — A sign that is constructed, placed or maintained by the Federal, State or local government or a sign that is required to be constructed, placed or maintained by the Federal, State or local government either directly or to enforce or protect a property owner's rights.

HEIGHT — Unless otherwise specified in this Chapter, the vertical distance above the ground level of the finished grade measured immediately below the sign and measured to the highest point of the sign.

INSTITUTIONAL USE — A lot in use by any subdivision or condominium association, institution, place of public assembly, or government building.

NON-CONFORMING SIGN — A sign or sign structure that was lawfully constructed or installed prior to the adoption of or amendment to these Sign Regulations and was in compliance with all the provisions of the Sign Regulations then in effect, but which does not presently comply with the Sign Regulations.

PLACE OF PUBLIC ASSEMBLY — A building used for mass assembly of people for social, cultural, educational or religious purposes. Such use may include schools (elementary and high), accessory gymnasiums, community buildings, churches, synagogues and other places of worship.

PREMISES — That portion of a lot or building occupied by a single occupant, exclusive of common area, if any, shared with adjacent occupants.

PRINCIPAL BUILDING — A building or, where the context so indicates, a group of buildings in or on which is conducted the principal use of the lot on which such building is located.

PRINCIPAL USE — The primary use of land or buildings, as distinguished from an accessory or incidental use.

SIGN —

1. Any device, fixture, banner, billboard, placard, flag, or structure that uses any color, form, graphic, illumination, symbol or writing to communicate information of any kind to the public and including any sign structure, sign supports, lighting system and any attachments, ornaments, or appurtenances.
2. Any object, device, display, structure, or part thereof, situated or visible from outdoors, which is intended to advertise, identify, display, direct, convey ideas, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, designs, logos, symbols, fixtures, colors, illumination, or projected images.

These regulations do not apply to:

1. Traffic control and other government speech located within a right-of-way.
2. Decorations that are incidentally and customarily associated with any national holiday or religious holiday, personal day, or with any community festival or similar event.
3. Art works, including, but not limited to, wall murals, not intended by the artist or person commissioning the artist to convey a commercial message, logo, or colors; and/or which contain pictorial representations referring to businesses, merchandise, products, or services of an exclusively historic nature.
4. Customary building colors and lighting.
5. Interior building signs located on the interior of a building and not attached to a window, which are primarily oriented to persons within the building.
6. Window displays of merchandise, pictures, or models of products or services incorporated in a window display, which are not directly attached to an interior or exterior window surface.
7. Vehicles with vehicle signs that are licensed, operable, and legally parked in lined parking spaces.

SIGN AREA — The sign facing that is used for display purposes, excluding the minimum frame and supports. The "sign area" of a single-faced sign is the sum of the sign face, including structural

trim and reader board/message board. If a sign is attached to a building, applied to a window, or suspended in any manner whereby there is no apparent trim or confining border or is made up of individual characters, the sign area shall be computed by drawing an imaginary straight line around a generally rectangular margin and measuring the area so encompassed by these lines. In computing the sign area on multi-faced signs, only one (1) side of back-to-back signs shall be computed when the signs are parallel or diverge from a common edge by an angle of not more than forty-five degrees (45°). All sign faces that are backlit shall be included in the sign area.

SIGN FACE — Any surface of a sign, including structural trim, designed as the area on which to display or which displays a communication, and which can be seen from a single location on an adjacent street.

SIGN STRUCTURE — The sign and all parts associated with its construction.

SIGN SUPPORTS — All structures by which a sign is held up, including, for example, poles, braces, guys and anchors.

SIGN, ANIMATED — A sign which involves motion or rotation of any part by mechanical or artificial means.

SIGN, ATTACHED — See Sign, Wall.

SIGN, DIRECTIONAL — See "Sign, Internal Site."

SIGN, ELECTRONIC CHANGEABLE DISPLAY (ECD) — A sign that utilizes computer-generated messages or some other electronic means of changing copy. These signs include displays using incandescent lamps, LEDs, LCDs or a flipper matrix.

SIGN, FLASHING — An illuminated sign on which artificial or reflected light is not static or on which colors change.

SIGN, ILLUMINATED — Any sign which is illuminated by light sources mounted on or in the sign or at some other location so as to directly light the sign.

SIGN, INFLATABLE — A temporary ground mounted sign that is manufactured of plastic, cloth, canvas, or other light fabric, inflated with air, and held upright, typically by mechanical means such as a portable blower motor that provides a constant flow of air into the device.

SIGN, INTERNAL SITE — A sign primarily oriented to persons accessing the lot and not persons off-site. Customarily, such sign type has been used to direct traffic, give parking instructions, identify entrances and exits, prohibit trespassing, and warn of dogs.

SIGN, MONUMENT (OR GROUND) — A sign mounted directly to the ground with no support poles visible. The maximum height is measured from the ground to the top of the sign, including any base construction. The base, however, shall not be calculated as part of the sign area unless there is signage on it.

SIGN, MOVING — A sign, all or any part of which moves or is so designed or constructed as to facilitate movement of all or any portion thereof by means of any mechanical, electric, pneumatic, hydraulic or other natural or artificial force. Moving signs, include, but are not limited to, whirligigs, streamers, pennants pinwheels, and similar objects.

SIGN, PERMANENT — A non-temporary sign firmly attached to the ground, wall or other portion of a building and not designed or intended to be readily removed or relocated. Any sign

type that is not a temporary sign is deemed a permanent sign and shall be governed by the regulations for permanent signs.

SIGN, POLE — Any detached sign which is supported by one (1) or more stationary poles longer than two (2) feet above the mean grade line of the ground at its base, provided that this shall not include a permitted ground sign as set forth herein.

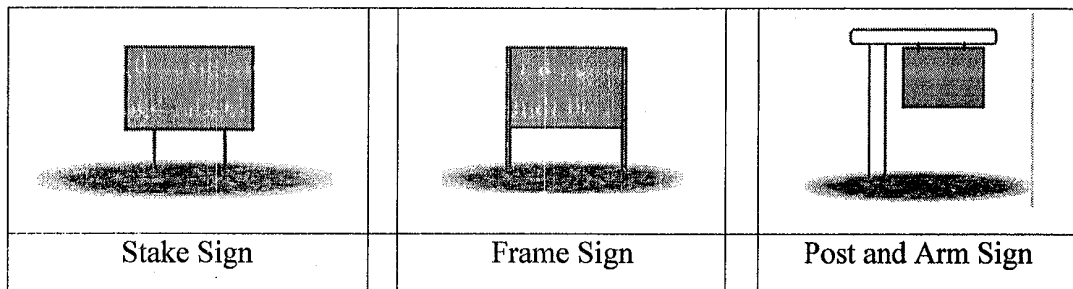
SIGN, PORTABLE — A sign that is not permanently affixed to a building, structure, or ground and that may be readily moved or relocated. This includes signs with wheels or secondarily (attached by means other than a vehicle sign) attached to any vehicle, trailer, or other transportable devices. Examples of signs in this category, include, but are not limited to, portable reader boards/ message boards, sandwich boards, portable black signs, portable arrow signs, portable changeable fluorescent letters signs and mobile billboards.

SIGN, PROJECTING — A sign attached to a building or other structure and extending in whole or in part more than eighteen (18) inches beyond any wall of the building or structure.

SIGN, ROOF — A sign erected partly or wholly on or over the roof of a building but not including ground signs that rest on or overlap a roof twelve (12) inches or less.

SIGN, TEMPORARY — Any sign that is not a permanent sign and which is constructed of non-durable materials and is designed or intended to be displayed for a period of limited duration. Any temporary sign left in place longer than six (6) months shall be deemed a permanent sign. Types of temporary signs are:

1. Yard Signs.



2. Banners.

3. Inflatables and balloons.

4. Temporary window signs.

SIGN, VEHICLE — A sign painted directly on or semi-permanently adhered (e.g., sticker, magnet, or other similar material) to all or part of an automobile, van, truck, other motorized vehicle, or trailer.

SIGN, WALL — A sign erected or attached against the wall of any building with the plane of the sign face parallel to the plane of the wall below the roof line.

SIGN, WINDOW, PERMANENT — A permanent sign affixed to either side of the glass of an

exterior door or window or suspended in any way within eighteen (18) inches of the window or door allowing advertising to project outward.

SIGN, WINDOW, TEMPORARY — A temporary sign affixed to either side of the glass of an exterior door or window or suspended in any way within eighteen (18) inches of the window or door allowing advertising to project outward.

WINDOW — The entire area encompassed by a glass wall opening.

Section 410.050. Signs Permitted In Commercial Districts. [R.O. 2016 § 410.050; R.O. 2011 § 410.050; Ord. No. 99-32 § 2, 10-20-1999 ; Ord. No. 99-37 § 1, 12-15-1999 ; Ord. No. 131 § 3, 10-15-2003 ; Ord. No. 199 § 2, 12-7-2005 ; Ord. No. 213 § 1, 4-5-2006 ; Ord. No. 334 § 1(IV), 5-18-2011 ; Ord. No. 374 § 5, 10-3-2012 ; Ord. No. 375 §§ II — III, 10-3-2012 ; Ord. No. 433 § 2, 7-16-2014 ; Ord. No. 21-18, 10-20-2021]

A. Unless approved by a Master Common Signage Plan provisions set forth in Subsection (B) of this Section, the following types of signs meeting the regulations set forth below shall be permitted in a Commercial District for non-residential uses.¹ Regulations pertaining to size, height and number shall represent the maximums allowed per lot or premises, as applicable. Signs that are unlisted are not permitted [unless approved by a Master Common Signage Plan provisions set forth in Subsection (B) of this Section]. [**Ord. No. 23-08, 7-12-2023**]

Sign Type		Regulations
1.	Permanent signs (permit required)	
	a. Internal site sign (ground mounted; non-planned development)	Information: None Maximum size: Not more than 6 square feet Maximum height: Not more than 3 1/2 feet above finish grade Maximum number: No restriction. Location: Each sign shall be located at least 3 feet inside the lot line Colors: See Subsection (C)

1. Residential uses in the "PDMxD" District such as apartment buildings shall be governed by a Master Common Signage Plan approved pursuant to Subsection (B) of this Section.

Sign Type	Regulations
<p>b. Internal site sign (wall-mounted; non-planned development)</p>	<p>Special: Drive-through operations may additionally have 1 or more menu/instruction board for a drive-through lane, as approved on a development plan or limited development plan</p>
	<p>Projection: None</p>
	<p>Permit required: Yes</p>
	<p>Information: None</p>
	<p>Maximum size: Not more than 6 square feet</p>
	<p>Maximum height: Not more than 10 feet above finish grade</p>
	<p>Maximum number: Not more than 2 per building side</p>
	<p>Location: None</p>
	<p>Colors: See Subsection (C)</p>
	<p>Special: Drive-through operations may additionally have a menu/instruction board for a drive-through lane, as approved on a development plan or limited development plan</p>

Sign Type		Regulations	
c.	Monument sign	Projection:	8 inches
		Permit required:	Yes
		Information:	May include electronic changeable display
		Maximum size:	Not to exceed 50 square feet
		Maximum height:	Sign shall not exceed 5 feet in height
		Maximum number:	Not more than 1 per lot
		Location:	Sign shall be located at least 3 feet inside the lot line
d.	Wall sign	Colors:	See Subsection (C)
		Projection:	None
		Permit required:	Yes
		Information:	None
		Maximum size:	5% of the area of the wall to which attached, but in no instance greater than 150 feet each

Sign Type		Regulations
		<p>Maximum height: Bottom of sign shall be at least 8 feet above the finished grade if travel underneath the sign is intended. The top of the sign shall be no greater than 35 feet above the finish grade</p> <p>Maximum number: Not more than 1 per main entrance of a principal building or premises</p> <p>Location: Sign shall face a street or be located at a main entrance</p> <p>Colors: See Subsection (C)</p> <p>Special: None</p> <p>Projection: Sign shall not extend or project more than 2 feet above the roof line nor more than 18 inches from the wall to which mounted or affixed</p> <p>Permit required: Yes</p>
e.	Window sign	<p>Information: None</p> <p>Location: Each sign shall face a street or be located at a main entrance</p>

Sign Type		Regulations
		<p>Special: Coverage, whether illuminated and/or non-illuminated, temporary and/or permanent, may not exceed in the aggregate 50% of the total area of all windows on any elevation; No electric signs shall be affixed to a door</p> <p>Projection: None</p> <p>Permit required: Yes</p>
2.	Temporary signs	
	a. Banners	<p>Information: None</p> <p>Maximum size: 30 square feet</p> <p>Maximum height: Below building roof level</p> <p>Maximum number: 1</p> <p>Location: On premises</p> <p>Colors: See Subsection (C)</p> <p>Special: Shall not be displayed more than 31 consecutive days in any 90-day period. Fastened within the perimeter of the vertical wall of the business.</p> <p>Projection: None</p> <p>Permit required: Yes</p>

Sign Type		Regulations	
b.	Inflatable Sign	Information:	None
		Maximum size:	1,500 cubic feet
		Maximum height:	15 feet
		Maximum number:	Not more than 1 per lot at any time
		Location:	On premises (may be attached to premises roof); sign shall not be located in any right-of-way, sidewalks, drive aisles, or parking spaces
		Colors:	See Subsection (C)
		Special:	Shall not be displayed for more than 15 days in any 90-day consecutive period
		Projection:	None
		Permit required:	Yes
c.	Window sign	Information:	None
		Location:	Each sign shall face a street or be located at a main entrance

Sign Type	Regulations
	<p>Special: May be illuminated, if limited to single floodlight: no internal illumination; Coverage, whether temporary and/or permanent, may not exceed in the aggregate 50% of the total area of all windows on any elevation</p>
	<p>Projection: None</p>
	<p>Permit required: No</p>
<p>d. Yard sign</p>	<p>Information: None</p>
	<p>Maximum size: 24 square feet</p>
	<p>Maximum height: Not more than 7 feet above finish grade</p>
	<p>Maximum number: Not more than 2 per lot</p>
	<p>Location: Minimum 10 feet behind a curb line</p>
	<p>Colors: No restrictions</p>
	<p>Special: Shall not be displayed more than 31 consecutive days in any 90-day period</p>
	<p>Projection: None</p>
	<p>Permit required: Yes</p>

Sign Type		Regulations	
3.	Flag	Information:	See requirements of Section 500.150(B)
		Maximum size:	4 feet by 6 feet
		Maximum height:	Not more than 35 feet
		Maximum number:	3 poles and 3 flags per premises
		Location:	On business premises
		Colors:	No restrictions
		Special:	None
		Projection:	Not more than 6 feet
		Permit required:	Yes

B. Master Signage Plan.

1. As an alternative to the regulation and permitting requirements of Subsection (A) above, the owners or developers of two (2) or more contiguous (disregarding intervening streets or rights-of-way) lots or the owners or developers of a single lot with more than one (1) existing or proposed principal building or use may submit a master signage plan as part of a development plan process review and approval for such lot or lots as set forth in Section 400.340 of the City Zoning Code. The Board of Aldermen shall have authority to modify the requirements in Subsection (A) related to and determine the appropriateness of the size, height, number, location, projection, aesthetic consistency, and color of the proposed signs; provided that nothing in this Subsection (B) shall be deemed to authorize any sign prohibited by Section 410.070 of the sign regulations; and provided, further, that the Board of Aldermen determines:
 - a. That all facets of the proposed Master Signage Plan will result in a visual impression of unity and quality in terms of size, proportion, materials, lettering or graphic style, lighting, location, color and mix of signage types;
 - b. That the proposed Master Signage Plan is consistent with, supportive of and will enhance the associated development plan in terms of architectural and design quality; and
 - c. That the proposed Master Signage Plan will have no deleterious impact on surrounding existing uses, property values, signage, and architectural quality.
2. In addition to the sign types permitted under Subsection (A) above, the Board of

Aldermen, in cases of multiuser or multi-tenant developments for which a Master Signage Plan has been submitted and approved as set forth above, shall have the further authority as part of and subject to the development plan process to contemporaneously approve the location of one (1) sign identifying the development or the users or tenants to be located at the development. The size, height, design, colors and materials of such sign shall be as approved by the Board of Aldermen consistent with findings and determinations required for approval of the Master Signage Plan for the development.

3. Any Master Signage Plan previously approved under this Subsection (B) may be amended subject to and in accordance with limited development plan process provisions set forth in Section 400.340(B) of the City Zoning Code.
4. Any signage, including temporary signage, that is not expressly regulated by an approved Master Signage Plan shall be governed by the general sign regulations of Section 410.050(A).

C. Location And Design. All signs erected in Commercial Districts shall be located and designed so as to create a visual impression of unity in terms of size, material, color, method of construction, etc. Earth tone color (i.e., shades of tan or brown) and similar lettering size and style shall be utilized in keeping with existing quality development within a given shopping center.

Section 410.070. Signs Prohibited In Commercial Districts. [R.O. 2016 § 410.070; R.O. 2011 § 410.070; Ord. No. 99-32 § 2, 10-20-1999 ; Ord. No. 374 § 5, 10-3-2012 ; Ord. No. 21-18, 10-20-2021]

- A. Except as expressly permitted in these Sign Regulations, the following shall be prohibited in Commercial Districts:
1. Flashing or intermittent lights, strings of light (except white lights), or those that appear to move (except seasonal holiday decorations).
 2. Moving signs, animated signs, or flashing signs.
 3. Roof signs (except for temporary inflatable signs).
 4. Temporary or permanent signs on public right-of-way (other than government signs).
 5. Signs that are in disrepair or hazardous.
 6. Signs erected at the intersection of streets so as to obstruct free and clear vision or located within the direct line of vision of any traffic control sign or signal, signs having red, green, or amber illumination which may be confused with or construed as a traffic control device.
 7. Signs directly painted on any wall or any wall of any structure.
 8. Billboards.
 9. Portable signs (except as approved by a special event permit pursuant to Section 400.620).

Section 410.110. Design, Illumination And Limitation Of Space Area. [R.O. 2016 § 410.110; R.O. 2011 § 410.110; Ord. No. 99-32 § 2, 10-20-1999 ; Ord. No. 131 § 4, 10-15-2003 ; Ord. No. 291 § 1, 4-15-2009 ; Ord. No. 374 § 5, 10-3-2012 ; Ord. No. 433 § 3, 7-16-2014 ; Ord. No. 21-18, 10-20-2021]

- A. No sign shall be erected or maintained so that its position, shape, wording, device, or color might interfere with, obstruct the view of, or be confused with any authorized traffic sign, signal, or warning device.
- B. All permanent signs shall be constructed and erected in accordance with the applicable building codes for the City of Twin Oaks.
- C. All sign illumination shall be oriented to prevent undue glare onto adjacent streets or residential properties. The illumination of any sign located within fifty (50) feet of a residential zone lot line shall be diffused or indirect and designed so as not to reflect direct rays of light onto adjacent residential districts. Illumination of all signs shall be so arranged that there will be no direct rays of light reflected into any public way. No business sign may be erected within fifty (50) feet of any residential district without prior written approval of the Board of Aldermen.
- D. All electrical illumination devices shall be designed to be weather resistant and shatterproof.
- E. Electronic Changeable Displays ("ECDs"). Monument signs with ECDs shall be subject to the following additional regulations:
 - 1. Duration Of Message Intervals. Messages must be displayed for a minimum of fifteen (15) seconds for each item shown or information displayed.
 - 2. Static Display And Transition. ECDs shall have a static display and shall not display video, have a display that would be considered a flashing or animated sign, or in any manner create the illusion of movement. ECD message transitions shall be instantaneous.
 - 3. Brightness. From sunset to sunrise, the difference between the off and solid-message measurements using the ECD measurement criteria (below) shall not exceed three-tenths (0.3) footcandles. The ECD shall be equipped with a sensor or other device that automatically determines the ambient illumination and programmed to automatically dim according to ambient light conditions, or that can be adjusted to comply with the three-tenths (0.3) footcandle measurements. The illuminance of an ECD shall be measured with an illuminance meter set to measure footcandles accurate to at least two (2) decimals. Illuminance shall be measured with the ECD off, and again with the ECD displaying a white image for a full color-capable ECD, or a solid message for a single-color ECD. All measurements shall be taken as close as practical to a perpendicular plane of the sign at the distance determined by the total square footage of the ECD as set forth in the table below.

Area of Sign (Square Feet)	Measurement Distance (Feet)
10	32
20	45
30	55
35	59
40	63
45	67
50	71

The lighting and other specifications for a proposed ECD shall be submitted with the application for an ECD.

4. **Malfunction And Non-Compliance.** All ECD signs shall be designed and equipped to freeze the device in one (1) position if a malfunction occurs. The ECD signs shall be equipped with a means to promptly discontinue the display if it malfunctions, and the sign owner shall immediately stop the dynamic display when notified by the City that it is not complying with standards of this Code.
5. **Conversion.** Conversion of an existing monument sign to an ECD is authorized only where ECDs are permitted by this Chapter and the current sign complies with existing Code requirements.